



Board of Selectmen Workshop Meeting Minutes June 20, 2017

The workshop meeting was called to order at approximately 6:10 p.m. in the Town Hall Hearing Room by Chairman Tracy Post. Selectmen present: Mike Stone, Erik Tolley, Norm Holcomb, and Mark Forest. Also attending: Town Administrator Dan Knapik; Assistant Town Administrator, Chris Dwelley; and IT Director Shawn MacInnes.

1. Scholarship Awards Presentation by the Scholarship Committee

Tom Kerr, Chairman of the Scholarship Committee, and Carol Woodbury, Superintendent of D-Y Schools, presented scholarship awards to Curtis Anderson, Sydney Beless, Tayla Bland, Ailish Bloomer, John Fallon, Kiera Fallon, Alexis Galvin, Lily Gorman, Sean Glynn, Haley Hastings, Christopher Hauber, Kaylee Hennessey, Greyson Jenkins, Jennifer Keim, Gemma Lombardozzi, Serena Mitchell, Julia Nicoll, Kimberly Nicoll, Mikaelah Richardson, John Ryan, Elizabeth Selens, Cassidy Sequin, Matthew Slovak, Abigail Thut, and Scott Withers.

2. Social Media Policy

Mr. Knapik opened by stating that the goal is for the Town to have a wider, more cohesive social media presence while respecting First Amendment rights. In consultation with Town Counsel, IT Director Shawn MacInnes revised the policy which addresses how to use the Town's social media sites; how to use social media at work for personal use; and how to use social media outside of work. Of key importance is guiding moderators on appropriate versus inappropriate responses on Town sites that are soliciting input. Mr. MacInnes has researched other towns, businesses, and State media sites. He also explained that the Town is able to monitor and record internet traffic as it goes through the firewall.

Mr. Stone asked to review the existing Information Technology Use Policy (ITR). There was lengthy discussion regarding personal use of social media during work time. Mr. Knapik pointed out that if personal use is prohibited, there needs to be a consequence. However, since technology and social media are such an integral part of daily life now, banning its use during the work day is impractical. There is also no definitive line between "on-the-clock" and "off-the-clock." Mr. Tolley and Ms. Post argued that a clear-cut policy is easier to manage than opening the door to misuse. Mr. Holcomb expressed concern that too heavy a reliance on social media could possibly lead to a "public hearing" occurring online. Mr. Tolley suggested that since use is difficult to control, perhaps the policy should focus more on online conduct. Mr. Forest advocated using social media to disseminate information more than for entering into dialogue. All agreed that the vast majority of interactions occur without incident. The use of a town site versus the use of a private account needs to be clarified. Mr. Holcomb suggested two separate policies might be needed.

The Board will review the ITR and consult again with Town Counsel, Jay Talerman, on July 11th.

3. Board of Selectmen Goals

The Board reviewed the status of previous goals and Ms. Post read the 2017 Mission Statement. Discussion followed based on proposed goals for 2018 suggested by Mr. Holcomb: 1) expand economic growth redevelopment efforts to increase year-round employment, tourism, and quality of life; 2) maintain high-quality public roads, parks, and water resources; (Mr. Knapik described the shared-housing program being developed by the Yarmouth Age-Friendly Team, which could address affordable housing goals. The Board agreed that its housing goals should be consistent with the Housing Production Plan and the Age-Friendly initiative should be added); 3) support high-quality affordable education and community partnership with Dennis; 4) support public safety programs to deliver high-quality, cost-effective services; 5) maintain sound fiscal health and low taxes without overrides; identify strategies to balance the budget within constraints of inflation factor or 2½% if less; 6) develop wastewater strategy and implementation plan following previously discussed plan to avoid additional property tax burden to residential taxpayers; and 7) appoint a Charter Review Committee.

There was consensus on the suggested goals. The Board then discussed more specific action items within each broad goal. Mr. Forest suggested including “improved communication and dialog with the community.” Mr. Stone suggested broadening Goal #2 to “maintain high-quality infrastructure.” Ms. Post added long-term capital planning.

4. Board of Selectmen Items

a. Board and Committee Actions

1) Appointments Chair Mark Forest asked the Board to reappoint Julie Mockabee, Sarah Horne, and Fred Fries to the Yarmouth Historical Commission.

MOTION: To move that the Board of Selectmen reappoint Julie Mockabee, Sarah Horne, and Fred Fries to the Yarmouth Historical Commission.

Motion by: Erik Tolley

Seconded by: Norm Holcomb

Yea 5 Nay 0

2) Mr. Forest reported that there is a strong pool of candidates for two vacancies on the Drive-In Site Utilization Committee and interviews are underway. He asked the Board to consider appointment of two regular members and two alternate members. After discussion, there was consensus on the proposal.

b. Upcoming Agenda Review. Mr. Knapik distributed a revised agenda for the workshop meeting with Dennis. The Board discussed the logistics of committee updates. Written updates were suggested as an alternative to live presentations.

c. Individual Items

1) Mr. Holcomb reported that he did not participate in the School Committee’s recent negotiations because they were not collective bargaining and were held during Executive Session. The Board discussed the possibility of requesting a seat at the table for non-collective bargaining. He would also like to see the State highways better maintained.

2) Mr. Tolley reported that long-time volunteer Bob Palmer was in an accident and wished him a speedy recovery.

5. Town Administrator’s Items

a. Consent Agenda:

- Memo to BOS from Parks and Recreation dated June 2, 2017 re: Donations
- Memo to BOS from Yarmouth Food Pantry dated June 5, 2017 re: Request for Permission to Solicit Donations at the Transfer Station
- Memo to BOS from Town Administrator dated June 7, 2017 re: Donation
- Memo to Town Administrator from Libraries dated June 8, 2017 re: Donations
- Memo to BOS from Parks and Rec dated June 12, 2017 re: Donations

Donations:

- Parks & Recreation

Dotty Guenther	\$ 150.00	Jane Sparks	\$ 150.00
AnneMarie Ferrante	\$ 150.00	Diane Abesse	\$ 150.00
Michael Fagone	\$ 150.00	Cynthia Sheridan	\$ 150.00
Jane Sparks	\$ 150.00	Robert Greiss	\$ 150.00
Dave Mulligan	\$ 150.00	Steve Titus	\$ 150.00
Lindsey Melican	\$ 150.00	Judith Wilchynski	\$ 150.00
Richard Zeich	\$ 150.00	Carol Hill-Rondoletto	\$ 150.00
Kelly Doherty	\$ 150.00	Lisa Shea	\$ 150.00
Karleen Laviana	\$ 150.00	Joseph Pecoraro	\$ 150.00
Kathryn Lanza	\$ 150.00	Albino R. Anderson	\$ 150.00
Nick San Angelo	\$ 150.00		

- Parks & Recreation
 - Deanna Desroches \$ 650.00
- Libraries
 - Julia & Larry Johnson \$ 55.99
 - Louise Cole \$ 52.95
 - Optima Courier \$ 37.99
 - Cranberry Bog Homeowners Association \$ 200.00
(in memory of Keith Westly)
 - John & Linda McLaughlin \$ 16.00
 - Aaron Fitzpatrick \$ 75.00
- Town of Yarmouth
 - NARFE \$ 100.00

TOTAL \$4,337.93

MOTION: To move that the Board of Selectmen approve the consent agenda.

Motion by: Erik Tolley

Seconded by: Mark Forest

Yea 5

Nay 0

b. Town Administrator Updates:

1) Wastewater Planning – Mr. Knapik and Mr. Forest attended the initial Tri-Town Joint Meeting. There was discussion about organizational details, scope of work, and obtaining State funding. At the July 17 meeting, the group will hear from a similar group from off-Cape

2) Dennis-Yarmouth School Agreement – There was a meeting of staff with D-Y School Superintendent Carol Woodbury and Liz Sullivan from Dennis to develop the agenda for the upcoming meeting.

3) Mattacheese School Project – A decision will need to be made by the end of November as to what the project will look like.

4) Drive-In Site Utilization Project – Interviews are underway and meetings are well-attended. There is more resistance to the boardwalk than the Riverwalk Park.

6. Adjourn

MOTION: To move that the Board of Selectmen adjourn the meeting.

Motion by: Erik Tolley

Seconded by: Norm Holcomb

Yea 5

Nay 0

Meeting adjourned at approximately 8:50 p.m.

Respectfully submitted,



Linda Dennehy

DISTRIBUTED MATERIAL AGENDA PACKET

- 2017 Town of Yarmouth Scholarship Award Winners
- Proposed Social Media Participation Policy
- Draft Board of Selectmen Goals
- Memo to BOS from Appointments Chairman dated June 14, 2017 re: Reappointment to the Historical Commission
- 2017 BOS Upcoming Agenda Item Review
- Memo to BOS from Parks and Recreation dated June 2, 2017 re: Donations
- Memo to BOS from Yarmouth Food Pantry dated June 5, 2017 re: Request for Permission to Solicit Donations at the Transfer Station
- Memo to BOS from Town Administrator dated June 7, 2017 re: Donation
- Memo to Town Administrator from Libraries dated June 8, 2017 re: Donations
- Memo to BOS from Parks and Rec dated June 12, 2017 re: Donations
- World Elder Abuse Awareness Day Flyer
- Y-D Red Sox and Olde C Dogs Food Truck Flyer
- Weekly Grilling at the Senior Center Flyer
- Reiki Healing Sessions Flyer
- Reiki Chakra Meditation Workshop
- Challenging Perspectives on Aging and Dying Flyer
- Low Relief Carving Class Flyer
- Community "Shred Event" Flyer