



TOWN OF YARMOUTH

1146 ROUTE 28, SOUTH YARMOUTH, MASSACHUSETTS 02664-4492
Telephone (508) 398-2231 Ext. 1271, Fax (508) 398-2365

BOARD OF
SELECTMEN

INTERIM TOWN
ADMINISTRATOR
Peter Johnson-Staub

PUBLIC MEETING

Per Massachusetts General Law.: All town and school boards, committees, commissions, and authorities shall post a notice of every meeting at least 48 hours prior to such meeting, excluding Saturdays, Sundays, and legal holidays. Notice shall contain a listing of topics/agenda that the chair reasonably anticipates will be discussed at the meeting.

BOARD OF SELECTMEN PUBLIC MEETING OCTOBER 18, 2016 ~ 6:00 PM TOWN HALL HEARING ROOM AND CONFERENCE ROOM A

Meeting Agenda

6:00 PM

Executive Session (Room A)

The Yarmouth Board of Selectmen will enter into executive session pursuant to MGL c. 30A, § 21(a) (3) to discuss collective bargaining with respect to SEIU Unit B, Steelworkers, Sanitation, Fire and Police.

7:00 PM

Public Announcements & Comments

The open meeting law discourages public bodies from discussing topics not listed on the agenda. The public should therefore not expect the Board to respond to questions or statements made during the Public Comment portion of the meeting.

7:15 PM

Public Hearing

1. Affordable Housing Proposal for Former Cavalier Site
 - a. Housing Trust Presentation
 - b. Dakato Partners Presentation
 - c. Public Input
 - d. Comments and Questions from the Board of Selectmen

8:45 PM

Utility Pole Request - Old Hyannis Road

9:00 PM

Board of Selectmen

1. Board and Committee Actions
2. Upcoming Agenda Review
3. Approval of Selectmen Meeting Minutes for September 20, 2016
4. Individual Items

9:15 PM

Town Administrator's Items

1. Consent Agenda
2. Town Administrator Updates

9:30 PM

Adjourn

CONSENT AGENDA
BOARD OF SELECTMEN
October 18, 2016

APPROVED: _____

Approval:

- Memo to Interim Town Administrator from YFD dated September 28, 2016 re: Gift
- Memo to BOS from Parks & Rec dated October 4, 2016 re: Donations
- Memo to Interim Town Administrator from YFD dated October 7, 2016 re: Gift

Donations:

- YFD
 - Betty Reitzel \$ 25.00
 - Steven & Kathleen Hutchinson \$ 25.00

 - Parks & Rec
 - Terry Walker \$ 150.00
 - Katherine Keefe \$ 150.00
 - Ina Bresner \$ 150.00
 - Michele Piers \$ 150.00
 - Peter Kidwell \$ 150.00
 - Michelle Burnette \$ 150.00
 - Chris Dunphy \$ 150.00
 - Marge Ohnemus \$ 150.00
 - Louis Preziosi \$ 150.00
 - Edward Hamelin \$ 150.00
 - Taylor Dakers \$ 150.00
 - Frank Judge \$ 150.00
 - Kristine Mooseker \$ 150.00
 - Bryan Thomas \$ 150.00
 - Amy Holgerson \$ 150.00
 - Lauren O'Donoghue \$ 150.00
 - Linda Pulaski \$ 150.00
 - Janet/Peter Grant \$ 150.00
 - Jamie Pastiglione \$ 150.00
 - Myrtle Elizabeth Still Estate \$ 1,500.00
 - Jane/Kenneth Eberle \$ 2,500.00
- TOTAL \$ 6,900.00**

AGENDA PACKET

Board of Selectmen

October 18, 2016

- Memo to BOS from Interim Town Administrator / Chairman, Affordable Housing Trust dated October 14, 2016 re: 881 Route 28 - Affordable Housing Proposal
- PowerPoint presentation from Dakota Partners
- Copy of Letter to Interested Parties from Interim Town Administrator/Chairman, Affordable Housing Trust dated October 7, 2016 re: Proposed Redevelopment of the former Cavalier Motor Lodge property
- Memo to BOS from DPW Director dated October 5, 2016 re: Pole Hearing for Utility Poles on Old Hyannis Road
- Copy of Petition
- Email from Mr. John Mincieli to BOS dated October 9, 2016 re: Resignation from the Scholarship Committee
- BOS Projected 2016 Agenda Items
- BOS Meeting Minutes of September 20, 2016

INFORMATION PACKET
Board of Selectmen
October 18, 2016

- Letter to BOS from Interim Town Administrator dated October 4, 2016 re: Notice of Resignation
- My Choice Matters: Parenting to Prevent Substance Abuse Flyer
- Community Shred Event Flyer
- Flu Shot Clinics Flyer

AGENDA

ITEMS



TOWN OF YARMOUTH

AFFORDABLE
HOUSING
TRUST

1146 ROUTE 28, SOUTH YARMOUTH, MASSACHUSETTS 02664-4451
Telephone (508) 398-2231 Ext. 1275, Fax (508) 398-2365 TTD# (508) 398-2231

TO: Board of Selectmen

FROM: Peter Johnson-Staub, Interim Town Administrator
Chairman Affordable Housing Trust

RE: 881 Route 28 – Affordable Housing Proposal

DATE: October 14, 2016

Thank you for the opportunity to discuss the current proposal for the redevelopment of 881 Route 28, the site of the former Cavalier Motor Lodge. Town Counsel Jay Talerman has advised that a vote of the Board of Selectmen is not required for final approval of the Yarmouth Affordable Housing Trust award of funds to Dakota Partners. As such, this meeting will afford the Board and the public an opportunity to learn more about the proposal and provide input to the Trust prior to a final Trust vote on the proposal.

HISTORY

To fully understand the genesis of the current proposal, it is important to recall the series of initiatives of the past 10 years or so that were supported by the Board of Selectmen, Town Meeting and several other boards and committees to improve the Route 28 corridor.

Following considerable study and public input, the “Motel Bylaw” was approved by Town Meeting in 2006 with the full support of the Planning Board and Board of Selectmen. This bylaw reversed the 1984 ban on motels, and was developed to provide incentives to motel properties specifically to encourage economic development and to support efforts to address affordable housing needs. The Motel Bylaw provided Route 28 motels with the ability to redevelop their properties “by-right” into new hotels/motels, multi-family housing with an affordable component, or as mixed use (i.e. a combination of commercial and residential uses). To ensure consistency with community character, all development under the Motel Bylaw is required to adhere to the Town’s Architectural and Site Design Standards.

The affordable housing component of the motel bylaw was included to provide developers with an alternative to Chapter 40B as a way to develop multi-family housing on Route 28 and to ensure the quality of affordable housing by mandating various requirements. Proximate to shopping, schools and public transportation, and understanding that not all motels would seek to redevelop as housing (i.e. because they are financially viable as motel properties), the Route 28 corridor was considered a favorable location for affordable housing.

To further incentivize redevelopment of Route 28 motels, the Town sought approval from the Cape Cod Commission in 2007 for a Growth Incentive Zone (GIZ) for the Route 28 Motel Properties. The GIZ was approved, in effect exempting Route 28 motel redevelopment from Cape Cod Commission review. As a result of the Motel Bylaw and the GIZ, the Hampton Inn was developed in 2008. Additionally, there was some movement with smaller properties redeveloping under the Motel Bylaw. These include the Cap'n Gladcliffe (2010), the Windrift (2012) and the Seagull Beach Motel (2013).

AFFORDABLE HOUSING

As part of Yarmouth’s Affordable Housing program, the Town has developed a five-year Housing Production Plan (HPP). The HPP follows the Massachusetts Department of Housing and Community Development (DHCD) regulations and considers existing housing supply, existing and projected affordable housing needs, and it identifies strategies to bridge the gap.

Yarmouth’s current HPP, endorsed by the Board of Selectmen in April 2016 and approved by the State shortly thereafter, describes Yarmouth’s housing challenges for both home-ownership and rental scenarios noting that average homeownership costs are beyond reach for 58% of Yarmouth’s households. Average rental costs are out of reach for many as well. One-quarter of households at or below 80% of the Area Median Income are spending more than 50% of their income on housing costs, whereas 30% is standard.

The goal of the current HPP is to create 60 units of affordable housing per year which would enable the Town to reject “unfriendly” Chapter 40B proposals that supersede local zoning and can result in housing that is poorly located, poorly designed, and of much greater density than what would normally be allowed under local zoning. Priority housing needs identified in the HPP include seniors, working families, single person households, persons with disabilities and those at risk of homelessness. Rental housing needs are prioritized over homeownership based largely on the prevalence of service sector jobs and the existing demand for subsidized rental units which have very long wait lists.

Motel Redevelopment is ONE of many strategies that the Town is utilizing to create affordable housing. The table below summarizes various strategies that the Town has undertaken to create affordable housing (see attached “Affordable Housing Program – Actions to Promote Affordable Housing”).

Yarmouth – Affordable Housing Programs	
Affordable Accessory Apartments	Motel Redevelopment
Buydown - home ownership	Public Housing Preservation
Buydown - rental	Ready Renter List
Emergency Repairs	Simpkins School Reuse, Old Main St.
Mill Pond Village, Camp Street	Septic Repairs
Town land for Affordable Housing	

In every program, housing is made available to Yarmouth residents first to the maximum extent allowable under law (“local preference”). In addition, housing programs are directed across town, with the understanding that affordable housing should not be relegated to one geographic area. To

illustrate the extent to which the Town has directed affordable housing programs across town, please see the attached Map.

CURRENT PROPOSAL

Not satisfied with the scope and pace of redevelopment, the Affordable Housing Trust opted to seek funding to further encourage redevelopment of motels. \$750,000 in Community Preservation Act (CPA) funding was approved at the April 2013 Annual Town Meeting for the purpose of redeveloping a Route 28 motel with an affordable housing component. A Request for Proposals (RFP) was issued but no responses were received. In August 2013, the Affordable Housing Trust issued a second RFP with more flexible minimum requirements. One response was received but ultimately rejected as not in the Town's best interests.

With new insights gained from the first two Requests for Proposals and an additional \$2 million for the motel redevelopment program approved by Town Meeting in 2015, the Affordable Housing Trust issued a third RFP in January 2016. The response from Dakota Partners for the redevelopment of 881 Route 28 was rated Advantageous based on the Selection Criteria. The one other response was rated Unacceptable.

The Affordable Housing Trust has worked hard over the last eight months negotiating the terms of an award with Dakota Partners. During this time, the project has been vetted internally by the Affordable Housing Trust (in executive session) and Staff in conjunction with a real estate consultant who has extensive experience with affordable housing developments. The proposal has also been reviewed by the Design Review Committee, the Site Plan Review Team (informally) and publicly by the Community Housing Committee and the Affordable Housing Trust. In addition, at the request of the Affordable Housing Trust, Dakota Partners held an informational meeting with abutters and other neighbors on June 27th. Abutters and individuals who submitted comments relative to this proposal have been notified of the Selectmen meeting scheduled for Tuesday, October 18, 2016.

Feedback from each of these entities, and feedback from the public through comments at meetings and extensive correspondence, has resulted in a much better proposal (please see attached summary of proposal modifications.) While the original 120-unit proposal required relief from the local zoning bylaw, the current 69-unit proposal is allowed by-right under current zoning. The project is still subject to an extensive review process that includes approval by the Design Review Committee to ensure that the proposed development is consistent with the Town's Architectural and Site Design Standards, and review by the Town's Site Plan Review Team to determine compliance with all local regulations, and building and fire code. The Wastewater Treatment facility will be subject to strict scrutiny and permitting by the Massachusetts Department of Environmental Protection (MassDEP).

Local preference will be used to maximize the opportunity for local residents to rent these units. Community Development Staff will supplement marketing efforts as was done for the Simpkins Residences where 46% of residents came from Yarmouth, 35% from other Cape towns, and 18% from off-Cape (July 2016 statistics). Similar statistics apply to Village Green (Dakota Partner's Barnstable development) with 88% of residents originating from on-Cape.

In addition to the regulatory review outlined above, it is important to note that the financial feasibility of this project has been well vetted with the assistance of our real estate consultant. Local funds (\$30,000 per household; \$2,070,000 total) will leverage approximately ten-times their value in other investment. Other funding sought comes from state and federal affordable housing sources and is, in large part due to the Town’s financial support and local permitting process, likely to “score” well and be successful in seeking the necessary funding to complete the project in a timely manner. As a “Low-Income Housing Tax Credit” (LIHTC) housing development, management of the property will be of the highest standard, subject to review by state and federal authorities as well as private investors.

The town subsidy proposed for this project - \$30,000 per affordable unit - is substantial but it represents a small portion of the total costs to acquire the property and construct the housing. In fact, the Town’s cost per unit for multi-family housing is much less than it is for construction or purchase of single-family homes. The table below illustrates the range of subsidy provided by the Affordable Housing Trust for existing programs including the proposed development at 881 Route 28 and demonstrates the relative value of the proposed subsidy per affordable unit. Subsidy figures for CPA programs in other Cape Towns, Martha’s Vineyard and Nantucket are attached to this memo.

Program Name	Award	# Units	Award per Unit
Buydown – Rental	\$707,500	10	\$70,750
Buydown – Home Ownership	\$2,324,120	37	\$62,814
New Construction – Town Land	\$364,524	9	\$40,503
New Construction – Private Land	\$470,004	6	\$78,334
Motel Redevelopment	\$2,070,000	69	\$30,000

CONCLUSION

Years of work to develop and promote zoning and regulatory relief as well as Town Meeting support for a total of more than \$3.75 million for the redevelopment of motel properties along Route 28 demonstrates the Town’s desire to see change on Route 28. The Motel Redevelopment Program has creatively tapped into available CPA funding to create affordable housing while at the same time eliminating substantial blight and stimulating economic development.

The Board of Selectmen has included Affordable Housing and Economic Development on their Annual Goals for years. Affordable Housing is an important piece of our local economy, allowing families to remain on the cape and providing suitable housing for our year-round service workers, young professionals, and retirees.

Affordable Housing located on Route 28 continues to makes sense given the availability of public transportation, recreational amenities, and proximity to shopping and employment. The Affordable Housing Trust has worked diligently over the last eight months to secure a mutually beneficial agreement with the Developer that results in a high-quality product for the Town. The architectural design is of high quality and designed to fit in along the Route 28 corridor. We believe Dakota is a reputable developer and property manager and that the tax credit funding model provides added

incentive for the property to be well managed and maintained for the long-term. This is the best opportunity Yarmouth has had in many years to generate affordable rental housing and it is has the very important side benefit of blight removal.

The Affordable Housing Trust looks forward to your feedback and that from the public.

Attachments:

- Proposal Summary
- Current Site Plan
- Affordable Housing Map
- Town Actions to promote Affordable Housing
- CPA housing subsidy database

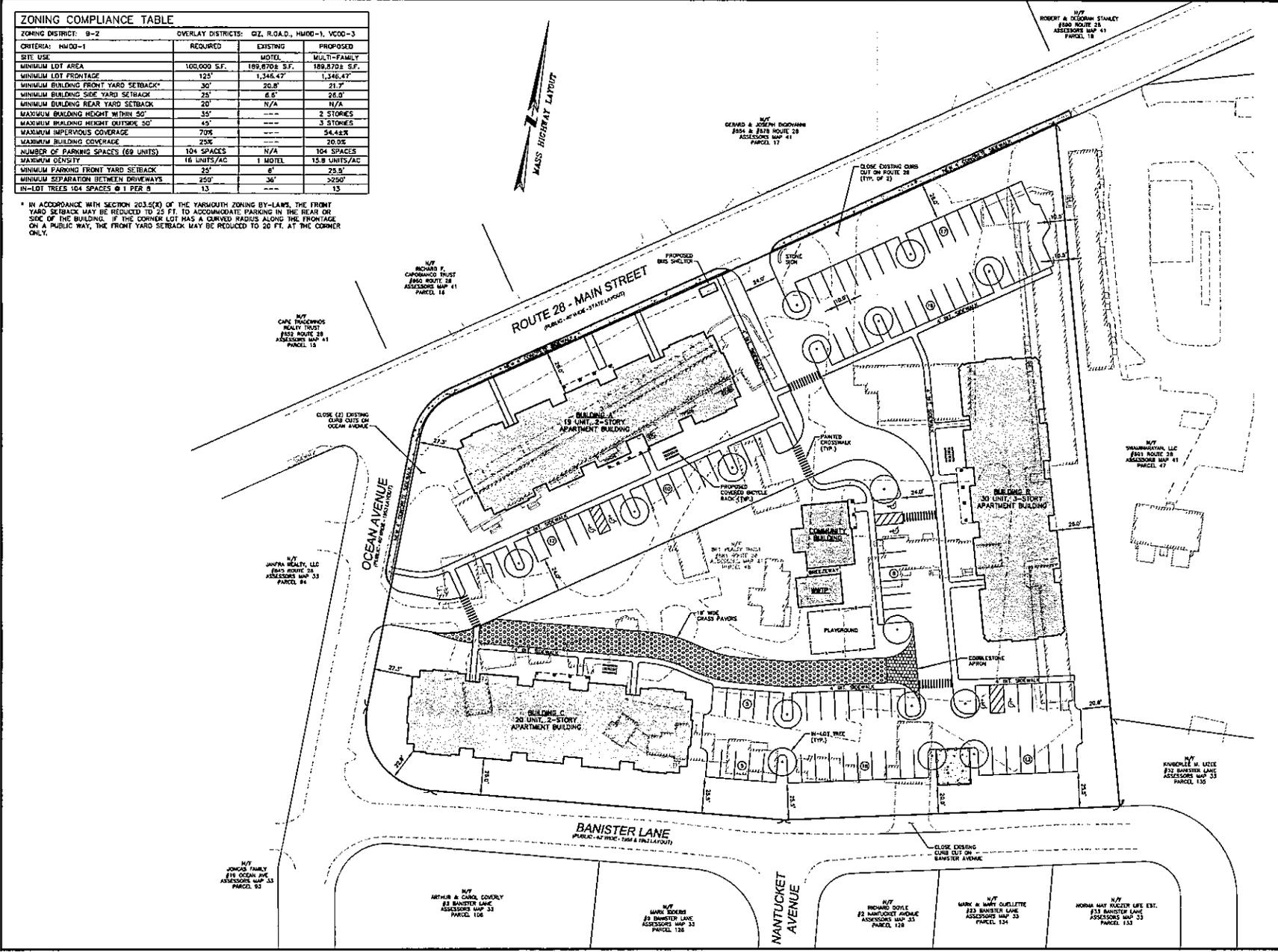
Proposal Summary

The table below illustrates how the project has evolved and the extent to which the Trust has reduced the scope and local subsidy requirements.

	Date of Submission/Revision		
	Feb 23, 2016	July 7, 2016	Sept 19, 2016
# of Units	120	82	69
# of Phases	2	2	1
% Affordable Units	83%	100%	100%
%Market Rate Units	17%	0%	0%
# Residential Buildings	4	4	3
# Two Story Buildings	0	4	2
# Three Story Buildings	4	0	1
# Commercial Buildings	1	0	0
# Community Buildings	1	1	1
# Underground Parking Garages	2	2	0
Playground	Y	Y	Y
Mixed-Income	Y	N	N
Mixed-Use	Y	N	N
Special Permits/Relief Required	Y	Y	N
Subsidy Request	\$2,750,000	\$2,460,000	\$2,750,000
Subsidy Request per Unit	\$27,500	\$30,000	\$39,855
Subsidy Award (s.t. final award)			\$2,070,000
Subsidy Award per Unit			\$30,000

ZONING COMPLIANCE TABLE			
ZONING DISTRICT:	9-2	OVERLAY DISTRICTS:	GZ, R.O.A.D., HMOO-1, VCOO-3
CRITERIA:	HMOO-1	REQUIRED	EXISTING PROPOSED
SITE USE		MOTEL	MULTI-FAMILY
MINIMUM LOT AREA	100,000 S.F.	189,8704 S.F.	189,8704 S.F.
MINIMUM LOT FRONTAGE	125'	1,346.47'	1,346.47'
MINIMUM BUILDING FRONT YARD SETBACK*	30'	20.8'	21.7'
MINIMUM BUILDING SIDE YARD SETBACK	25'	8.5'	26.0'
MINIMUM BUILDING REAR YARD SETBACK	20'	N/A	N/A
MAXIMUM BUILDING HEIGHT WITHIN 50'	35'	---	2 STORES
MAXIMUM BUILDING HEIGHT OUTSIDE 50'	45'	---	3 STORES
MAXIMUM IMPERVIOUS COVERAGE	70%	---	54.43%
MAXIMUM BUILDING COVERAGE	25%	---	20.0%
NUMBER OF PARKING SPACES (69 UNITS)	104 SPACES	N/A	104 SPACES
MAXIMUM DENSITY	16 UNITS/AC	1 MOTEL	15.9 UNITS/AC
MINIMUM PARKING FRONT YARD SETBACK	25'	8'	25.5'
MINIMUM SEPARATION BETWEEN DRIVEWAYS	250'	36'	>250'
IN-LOT TREES 104 SPACES @ 1 PER 8	13	---	13

* IN ACCORDANCE WITH SECTION 203.5(2) OF THE YARMOUTH ZONING BY-LAW, THE FRONT YARD SETBACK MAY BE REDUCED TO 25 FT. TO ACCOMMODATE PARKING IN THE REAR OR SIDE OF THE BUILDING. IF THE CORNER LOT HAS A CURVED RADIUS ALONG THE FRONTAGE ON A PUBLIC WAY, THE FRONT YARD SETBACK MAY BE REDUCED TO 20 FT. AT THE CORNER ONLY.



18558 10/11/16

DATE

BRIAN G. YEHTATAN
PROFESSIONAL ENGINEER

CAVALIER MOTOR LODGE

881 ROUTE 28
IN
SOUTH YARMOUTH
MASSACHUSETTS
(BARNSTABLE COUNTY)

CONCEPTUAL
SITE PLAN

OCTOBER 11, 2016

REVISIONS:		
NO.	DATE	DESC.

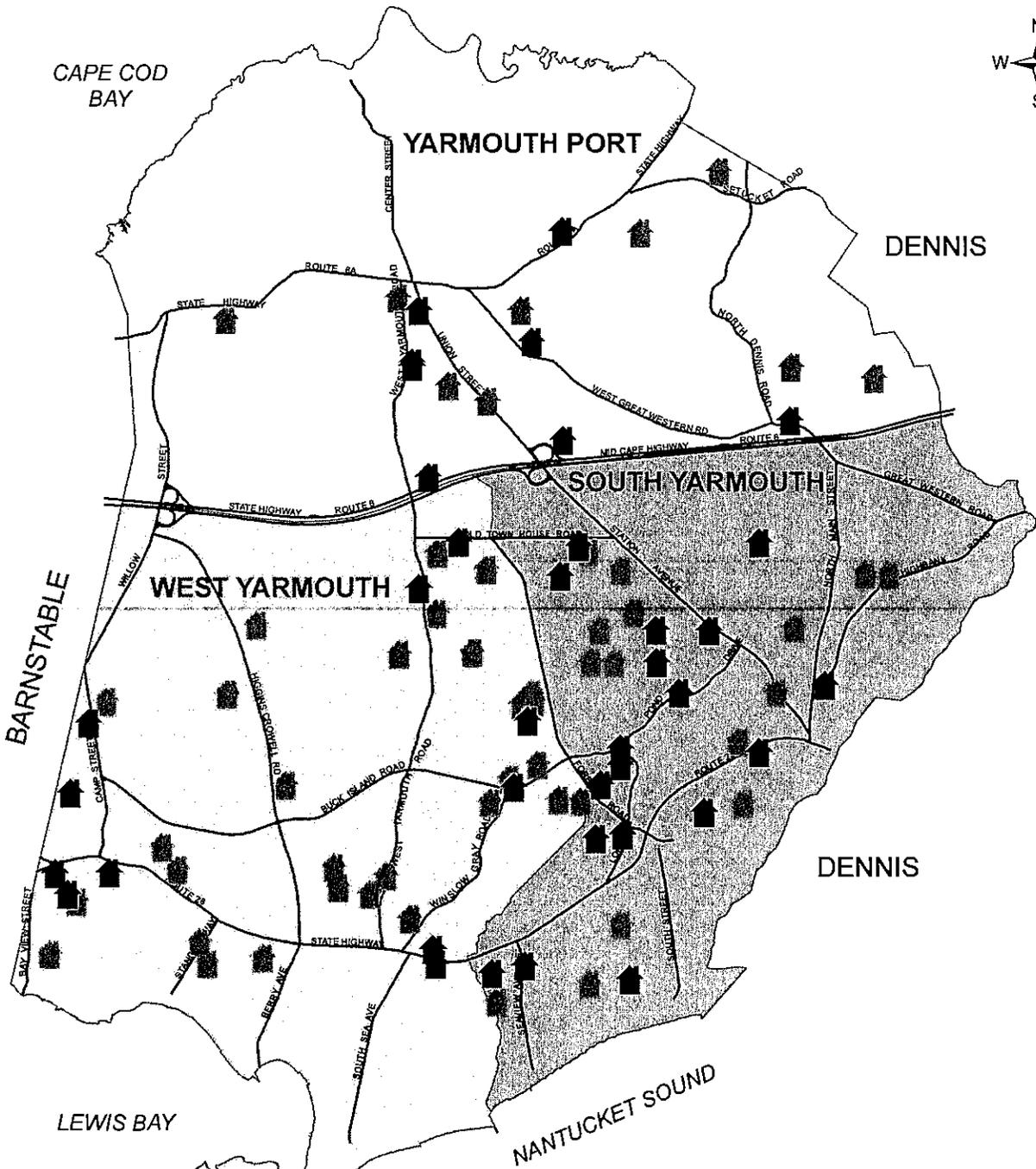
**ISSUED FOR PERMITTING
NOT FOR CONSTRUCTION**

PREPARED FOR:
DAKOTA PARTNERS, INC.
1264 MAIN STREET
WALTHAM, MA 02451
(781) 895-4002

BSC GROUP
349 Route 28, Unit D
W. Yarmouth, Massachusetts
02673
508 778 8919

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SCALE: 1" = 30'
0 15 30 60 90 feet

FILE: 4981802-CSP.dwg
DWG. NO: 8234-05
JOB. NO: 49818.02 SHEET 1 OF 1



TOWN OF YARMOUTH
AFFORDABLE HOUSING PROGRAM
TOWN-WIDE LOCATIONS OF AFFORDABLE HOUSING
OCTOBER 2016

- 
 AFFORDABLE HOUSING - SUPPORTED AND PRESERVED
 (Examples: Affordable Accessory Apartments, Homeownership Emergency Repairs)

- 
 AFFORDABLE HOUSING - SUBSIDIZED HOUSING INVENTORY
 (Examples: Yarmouth Housing Authority Properties, Our First Home and Habitat Homeownership Units, Buy Down Homes, Swan Pond Village, Building Dreams Rental Units, Simpkins Residences, Mill Pond Village, Neptune Place, Cap'n Gladcliff, Appleby Court, Windrift Cottages, etc.)

**Town of Yarmouth
Affordable Housing Program
Actions to Promote Affordable Housing
October 2016**

Town Action	Date	Description
Town Land Conveyed for Affordable Housing	1990 – Current	Designated over 30 acres of Town land for the development of over 50 affordable homes
CDBG Entitlement	1994	Town successfully designated a Community Development Block Grant (CDBG) Entitlement Community with a priority for affordable housing activities
Affordable Accessory Apartment Bylaw (Zoning Bylaw § 407)	Town Meeting April 2004	Allows for the creation of an affordable accessory apartment located within or attached to a principle residential structure.
Community Preservation Committee Created	Town Meeting April 2005	3% tax for community housing, open space and recreation, and historic preservation.
Motel Bylaw (Zoning Bylaw § 404)	Town Meeting April 2006	Allows for the redevelopment of certain Route 28 motels into residential or mixed-use. Affordable housing component required.
Affordable Housing Bylaw (Zoning Bylaw § 412)	Town Meeting April 2006	Set requirements for affordable housing.
Motel Predevelopment Fund	Special Town Meeting Sept. 2006	Town created a Motel Predevelopment Fund initially with \$150,000 of Community Preservation money.
Municipal Affordable Housing Trust Created and Capitalized with Community Preservation Funds	Town Meeting April 2007	Created and capitalized the Trust to create and preserve affordable housing. Trust has been capitalized at every subsequent Annual Town Meeting. To date the Trust has created 46 new affordable units, preserved 6 and supported an additional 49.
Affordable Housing Bylaw Inclusionary Zoning (Bylaw § 412)	Town Meeting May 2009	Amended to include inclusionary zoning.
Affordable Lots (Zoning Bylaw § 412)	Town Meeting May 2009	Amended to allow affordable housing to be built on unbuildable lots.
Condominium Motel Bylaw (Zoning Bylaw § 104.4)	Town Meeting 2010	Allows condominium motels to convert to residential with an affordable housing component as inclusionary zoning applies.
Village Center Overlay District (Zoning Bylaw § 414)	Special Town Meeting 2012	Allows commercial properties in the heart of the Route 28 tourism area to be redeveloped into commercial, residential or mixed-uses including affordable housing and design standards.
Conveyance and development of Simpkins School	Town Meeting 2009 authorized sale. Conveyed in 2012	The Town conveyed the Simpkins School to a developer and supported the development of 65 rental units for those 55 years or over that includes affordable ones for those earning at or below 60% and 30% AMI.
Affordable Housing Standards	2010 Revised in 2013 and 2014	The Town's Community Housing Committee that established local preferences and priorities for Chapter 40B developments.
Community Preservation Funds	Town Meetings from 2005 to 2016	The Town has committed over \$10 million in CPA funding in support of community housing projects, representing 48% of the Town's total CPA funding allocations.
Housing Production Certification	March 22, 2013	DHCD certified the Town's Housing Production Plan given progress in producing affordable housing based on its Housing Production Plan, originally published in 2004 and updated every five (5) years.

Town of Yarmouth - Affordable Housing Program
Survey of Town Community Preservation Subsidies of Affordable Housing
Source: Community Preservation Coalition (Oct 2016)

Town	Program Name	Award (\$)	Number of Proposed Unit	Award (\$) per Unit
Acton	28 Willow St. and 214 Central St. Acquisition	\$160,000	3	\$53,333
Acton	Habitat Home	\$35,000	1	\$35,000
Acton	Acton Housing Authority to purchase 3 community housing	\$255,000	3	\$85,000
Amherst	HAP Olympia Oaks Project	\$250,000	42	\$5,952
Amherst	Main St Housing	\$155,000	11	\$14,091
Amherst	Mortgage Subsidy Loan	\$150,000	3	\$50,000
Amherst	Keet House	\$130,000	8	\$16,250
Amherst	East Pleasant Street	\$80,000	2	\$40,000
Amherst	Stanley St	\$50,000	1	\$50,000
Amherst	Belchertown Rd	\$60,000	1	\$60,000
Ayer	Habitat Home	\$35,000	1	\$35,000
Barnstable	Stage Coach Road	\$350,000	12	\$29,167
Barnstable	HAC West Barnstable Condominiums	\$300,000	10	\$30,000
Barnstable	HAC Buy down	\$250,000	5	\$50,000
Barnstable	Accessory Affordable Apartment	\$200,000	15	\$13,333
Barnstable	93 Pleasant St	\$118,000	3	\$39,333
Barnstable	Inclusionary Program	\$108,000	2	\$54,000
Barnstable	Old Stage Rd	\$100,000	2	\$50,000
Barnstable	Sesame ST	\$100,000	2	\$50,000
Barnstable	Ginger Lane	\$35,000	1	\$35,000
Bedford	North St	\$600,000	8	\$75,000
Bedford	Concord Rd	\$250,000	14	\$17,857
Bedford	Condo Buy down	\$132,000	1	\$132,000
Belchertown	Christopher Height Assisted Living	\$218,000	43	\$5,070
Belmont	1st Time Homebuyer	\$375,000	3	\$125,000
Bourne	Habitat Home	\$30,000	1	\$30,000
Braintree	Habitat Home	\$30,000	1	\$30,000
Brewster	Brewster Woods	\$600,000	50	\$12,000
Brewster	Habitat Homes	\$600,000	6	\$100,000
Brewster	Nickerson Condo	\$43,000	1	\$43,000
Cambridge	Capstone	\$3,048,656	20	\$152,433
Cambridge	Inman Sq and CAST 2	\$2,798,000	125	\$22,384
Cambridge	Porter	\$4,500,000	26	\$173,077
Cambridge	Prospect St	\$500,000	21	\$23,810
Carver	Habitat Home	\$95,160	1	\$95,160
Chatham	Lake St	\$850,000	50	\$17,000
Chatham	Habitat West Chatham	\$160,000	4	\$40,000
Chelmsford	Chelmsford Woods	\$2,181,047	115	\$18,966
Chelmsford	Manahan St	\$400,000	8	\$50,000
Chilmark	Middle Line	\$600,000	12	\$50,000
Concord	Peter Bulkeley Terrace II	\$370,804	4	\$92,701
Concord	Old Bedford Rd	\$222,000	3	\$74,000
Dartmouth	State Police Barracks	\$350,000	7	\$50,000
Dennis	Melpet	\$470,000	27	\$17,407
Dennis	Dennis Port Partners	\$375,000	18	\$20,833
Dennis	Mill St	\$150,000	5	\$30,000
Duxbury	4 house lots	\$573,300	4	\$143,325
Duxbury	Temple ST	\$165,000	8	\$20,625
Duxbury	Grange	\$150,000	2	\$75,000

Town	Program Name	Award (\$)	Number of Proposed Unit	Award (\$) per Unit
Eastham	Habitat	\$45,000	1	\$45,000
Easthampton	Cottage Square	\$200,000	50	\$4,000
Easthampton	Housing Committee	\$22,000	3	\$7,333
Easton	Ames Shovel	\$500,000	23	\$21,739
Easton	12A Highland	\$25,000	1	\$25,000
Edgartown	South 10th St	\$68,550	1	\$68,550
Falmouth	Ward, Chester and Cloverfield	\$250,000	3	\$83,333
Falmouth	Habitat	\$80,000	2	\$40,000
Falmouth	Sam Turner	\$60,000	4	\$15,000
Falmouth	School House Green	\$1,500,000	39	\$38,462
Gloucester	Taylor St	\$110,000	3	\$36,667
Harwich	Gomes Way	\$90,000	19	\$4,737
Harwich	Buy Down	\$75,000	1	\$75,000
Mashpee	Habitat Quinaquisset	\$35,000	1	\$35,000
Mashpee	Habitat Orchard	\$35,000	1	\$35,000
Mashpee	Habitat	\$75,000	3	\$25,000
Mashpee	Breezy Acres	\$225,000	2	\$112,500
Mashpee	Breezy Acres	\$225,000	4	\$56,250
Nantucket	Habitat	\$35,000	2	\$17,500
Nantucket	Habitat	\$100,000	1	\$100,000
Nantucket	Housing Nantucket	\$50,000	1	\$50,000
Nantucket	Sherburne	\$75,000	13	\$5,769
Nantucket	Norquarta	\$235,000	1	\$235,000
Nantucket	Clarendon	\$245,000	2	\$122,500
Nantucket	Sachem's Path	\$750,000	19	\$39,474
Oak Bluffs	Old Library	\$250,000	3	\$83,333
Oak Bluffs	Bradley Sq	\$400,000	11	\$36,364
Plymouth	Community Housing	\$155,000	3	\$51,667
Plymouth	Cherry Hill	\$2,000,000	39	\$51,282
Provincetown	Stable Path	\$540,000	23	\$23,478
Provincetown	Sandy Hill	\$732,000	12	\$61,000
Provincetown	Shank Painter Rd	\$1,000,000	50	\$20,000
Sandwich	Community Green	\$49,999	10	\$5,000
Sandwich	Sea Shell Village	\$250,000	5	\$50,000
Sandwich	George Fernandez Way	\$1,850,000	24	\$77,083
Tisbury	Lake St	\$55,000	2	\$27,500
Tisbury	Lake St	\$100,000	4	\$25,000
Tisbury	State Rd	\$150,000	4	\$37,500
Tisbury	Snows Rd	\$37,960	1	\$37,960
Truro	Sally's Way	\$250,000	16	\$15,625
Truro	Habit	\$265,000	1	\$265,000
Truro	Old Firehouse Site	\$365,500	2	\$182,750
Wellfleet	Habitat	\$25,000	1	\$25,000
Wellfleet	Buy Down	\$127,000	2	\$63,500
Wellfleet	Gull Pond	\$144,112	5	\$28,822
Wellfleet	Old Kings Highway	\$225,000	3	\$75,000
Wellfleet	Pine Hollow	\$175,000	7	\$25,000
Yarmouth - CPC	Brush Hill Ed	\$250,000	6	\$41,667
Yarmouth - CPC	Habitat - Virginia Street	\$465,000	6	\$77,500
Yarmouth - CPC	Our First Home - Acquisition	\$100,000	1	\$100,000
Yarmouth - CPC	Our First Home - West Yarmouth Road Homes Construction	\$75,000	2	\$37,500
Yarmouth - CPC	BuyDown Acquisition	\$2,324,120	25	\$92,965



TOWN OF YARMOUTH

1146 ROUTE 28, SOUTH YARMOUTH, MASSACHUSETTS 02664-4492
Telephone (508) 398-2231 Ext. 1271. Fax (508) 398-2365

BOARD OF
SELECTMEN

INTERIM TOWN
ADMINISTRATOR
Peter Johnson-Staub

October 7, 2016

Dear Interested Party:

I am writing to inform you that the Town of Yarmouth Board of Selectmen will meet with the Yarmouth Affordable Housing Trust to address the proposed redevelopment of the former Cavalier Motor Lodge property on October 18, 2016 at approximately 7 P.M. in the Hearing Room of Yarmouth Town Hall, 1146 Route 28, South Yarmouth, Massachusetts.

At this meeting the members of the Affordable Housing Trust, Town staff, and Dakota Partners will present the affordable housing proposal for the Cavalier property located at 881 Route 28, South Yarmouth, MA. The public and the Board of Selectmen will have an opportunity to provide input on the proposal to the members of the Affordable Housing Trust at this meeting. A final decision on award of funds for this project, with or without further modifications to the plan, will be made by the Affordable Housing Trust at a future meeting.

Additional information describing this proposal can be viewed at:
<http://www.yarmouth.ma.us/1363/Motel-Redevelopment-Program> or at the Department of Community Development, 1146 Route 28, South Yarmouth, MA. For more information please contact the Department of Community Development at (508) 398-2231 ext. 1275 (TTD# 508-398-2231). Anyone unable to attend this meeting may submit written comments or questions in advance to selectmen@yarmouth.ma.us.

Sincerely,

Peter Johnson-Staub
Interim Town Administrator
Chairman, Affordable Housing Trust

cc: Board of Selectmen
Affordable Housing Trust

**Cavalier Motel Site
881 Route 28
Yarmouth, MA**

**Town of Yarmouth
Board of Selectman
October 18, 2016**



**DAKOTA
PARTNERS**

Dakota Partners

- **Massachusetts-based developer and builder**
- **Founded in 2006**
- **Focus on residential development**
- **Financing through various state and federal financing incentive program**
- **Footprint in three states**
- **New construction garden style apartments and historic conversions of mill buildings**
- **Portfolio includes more than 1,000 units**



The Property



**Former
Cavalier Motel**

(4.37 acres)

**Located at 881
Route 28**

Proposed Project

**Single Phase of
69 Units**

**2 two-story
buildings**

**1 three-story
building**

**Community
Building**

Playground

**State of the art
WWTP**



Rental Unit Mix

Total of 69 Units

15	One Bedroom, One Bath	700 SF
46	Two Bedroom, Two Bath	990 SF
8	Three Bedroom, Two Bath	1,150 SF

Tenant Qualification Details

<u>Unit Composition</u>	<u>#</u>	<u>Minimum Income</u>	<u>2016 Rent</u>
1 BD (60% AMI)	13	\$35,700 - \$40,800	\$846
2 BD (60% AMI)	42	\$45,900 - \$50,940	\$1,010
3 BD (60% AMI)	7	\$50,940 - \$55,020	\$1,159
1 BD (30% AMI)	2	\$17,850 - \$20,400	\$416
2 BD (30% AMI)	4	\$22,950 - \$25,470	\$493
3 BD (30% AMI)	1	\$25,470 - \$27,510	\$563

Current Street Level Perspective Looking East



VIEW FROM ROUTE 28 DRIVING AWAY FROM OCEAN AVE

Proposed Street Level Perspective Looking East



Current Street Level Perspective Looking West



VIEW FROM ROUTE 28 DRIVING FROM LAUNDRY CENTER OF CAPE COD

Proposed Street Level Perspective Looking West



Typical Apartment Finishes



Play Area



Community Center



Waste Water Treatment Plant (WWTP)

- **WWTP will be state of the art MA DEP approved**
- **Equipment will be housed in an enclosed structure at center of property, out of visual range**
- **Will include odor control system**
- **7 larger plants operating in Yarmouth with no known issues**
- **Vastly superior to old Cavalier**

Traffic Details

- **Completed in June 2016 and revised October 2016 for smaller project by BSC.**
- **Counts between May 21 and May 24 of 2016. Average daily traffic of 16,916 vehicles per day.**
- **69 new apartment units add 542 new trips per day.**
- **Cavalier generated 400 trips per day.**
- **Commercial development would generate 3,743 trips per day. (40,000 SF allowed by code).**
- **Existing roadway network can accommodate the vehicle trips associated with the project.**

Crime and Property Values

- **Numerous studies assess impact of a work force housing community**
- **Without exception, studies indicate that affordable projects do not increase crime or reduce property values**
- **In some locations, property values have increased home values and crime reduced**
- **We have workforce housing in towns where family incomes are \$120,000 with no negative impact on home values or crime**
- **We expect the proposed project to positively impact the neighborhood**

Funding Structure

- **Total Project Costs: \$22 million**
- **Funding Sources:**
 - **Federal Tax Credits**
 - **State Tax Credits**
 - **State Affordable Housing Trust**
 - **State Housing Stabilization**
 - **Yarmouth Affordable Housing Trust**
 - **State HOME**
 - **Mass Housing Partnership Permanent Loan**
 - **Bank of America Construction Loan**

Low Income Housing Tax Credits

- **Low Income Housing Tax Credit Program (LIHTC) added to Section 42 of the Internal Revenue Code in 1986.**
- **Designed to incentivize private owners to create and maintain affordable housing.**
- **The Internal Revenue Service (IRS) allocates tax credits on a per capita basis to each state at \$2.35 per capita.**
- **Massachusetts receives +/- \$16,000,000 tax credits annually.**
- **Qualified projects receive an annual allocation over a ten year period. \$1 million LIHTC award is actually \$10 million as you receive \$1 million per year for 10 years.**
- **Each state has a housing finance or other agency that allocates tax credits.**
- **In Massachusetts the Department of Housing and Community Development oversees the LIHTC program.**

Low Income Housing Tax Credits

- **Developers sell the tax credit to investors, which proceeds are used as equity for the project.**
- **The equity reduces the project development debt burden, allowing for rents to be lower.**
- **Two tax credit types: 9% of basis, competitively allocated, and 4% of basis, comes with state bond financing.**
- **Massachusetts also has a state LIHTC program. These tax credits offset state income tax.**
- **This project will be applying for \$1 million of federal and \$1 million of state LIHTC.**
- **Tax credits will result in approximately \$13.5 million for the project.**



Property Management

- **Hallkeen Management will be the professional property manager**
- **Manages over 10,000 units throughout the northeast**
- **Manages all of our properties including Village Green in Hyannis**
- **Two full time employees on the site: property manager and maintenance super**
- **24 hour emergency maintenance service**
- **Prospective tenants are screened for background, criminal record, credit check, and income verification**
- **Properties are monitored by state annually for tenant compliance and inspected**



Who Lives in an Affordable Community

- **Service Workers**
- **Health Care Workers**
- **Blue Collar Workers**
- **Town Employees**
- **Retirees**
- **Young People Starting their Careers**

Community Benefits

- **Fulfills the Town's motel bylaw vision**
- **Eliminates abandoned motel in the heart of the Towns commercial district**
- **Meets all of the code requirements**
- **Creates high quality workforce housing**
- **Adds 69 affordable units to town's subsidized housing inventory**
- **Generates significantly lower traffic than a commercial development would produce on the same site**

Projected Timeline

Construction Start

October 2017

Construction Completion

September 2018

Lease-up

May 2019

QUESTIONS AND ANSWERS



DAKOTA
PARTNERS



TOWN OF YARMOUTH

DEPARTMENT OF PUBLIC WORKS

99 BUCK ISLAND ROAD, WEST YARMOUTH MASSACHUSETTS 02673

Telephone (508) 398-2231 ext. 1250 Fax (508) 771-7998

Buildings
Engineering
Highway
Waste Management
Water

October 5, 2016

To: James H. Quirk, Jr., Chairman Yarmouth Board of Selectmen
Peter Johnson-Staub, Interim Town Administrator

From: Jeffrey Colby, DPW Director JSC

Re: Pole hearing for utility poles on Old Hyannis Road

On June 15, 2016, the Town received a request from NStar Electric Company, d/b/a Eversource Energy (Eversource WO# 2102789), for a petition to install nine new utility poles and four anchors on Old Hyannis Road, Yarmouth Port. This request is being made to provide electrical service for the development of six residential lots on Old Hyannis Road.

On July 28, 2016, a pole hearing was held at Yarmouth Town Hall after advertisement in the local newspaper and proper abutter notification. The applicant, three abutters, Town staff, and an Eversource representative were in attendance at the hearing.

At the pole hearing, several of the abutters expressed concerns about the impact that new overhead utility poles and wires would have on the neighborhood. The abutters questioned why the utilities were not being placed underground as they had been for several newer adjacent homes. The abutters were receptive to working with the applicant to facilitate underground utilities through existing utility easements. The applicant agreed to continue the pole hearing and explore the possibility of underground utilities.

On September 26, 2016, the applicant requested that the petition for new utility poles be moved forward as they were concerned that Eversource was not able to move their underground utility request forward in a timely fashion.



PROPOSED 40' UTILITY EASEMENT

#58 OLD HYANNIS RD
94/13.1
QUIRK JAMES H JR TR
C/O LEBEL LAURIE SNOWDEN TR

#66 OLD HYANNIS RD
94/13.9
LEBEL DOUGLAS W TRS
RAGUCCI KELLY CHILDS TRS

#62 OLD HYANNIS RD
94/13.10
LEBEL LAURIE SNOWDEN TR
THE ASA ELDRIDGE RLTY TRUST

#68 OLD HYANNIS RD
94/13.20
LEBEL LAURIE SNOWDEN TR
THE ASA ELDRIDGE REALTY TRUST

NEW 35'
JO POLE
1011/7-PB

NEW 40'
JO POLE
1011/6

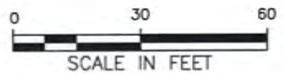
NEW 40'
JO POLE
1011/7

NEW 40'
JO POLE
1011/5

OLD HYANNIS RD

SHEET1
SHEET2

SHEET2
SHEET3



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- Proposed pole locations shown thus ⊕
- Pole locations to be abandoned, shown thus ○
- Proposed Anchor Guy shown thus T
- Proposed Hip Guy shown thus T₂
- Proposed Underground location shown thus —
- Proposed Push Broce shown thus ⊕
- Existing Pole location shown thus ●

Plan #	103893
Ward #	N/A
Work Order #	2102789
Surveyed by:	N/A
Research by:	N/A
Plotted by:	TL
Proposed Structures	TL
Approved:	A DEBENEDICTIS
P#	

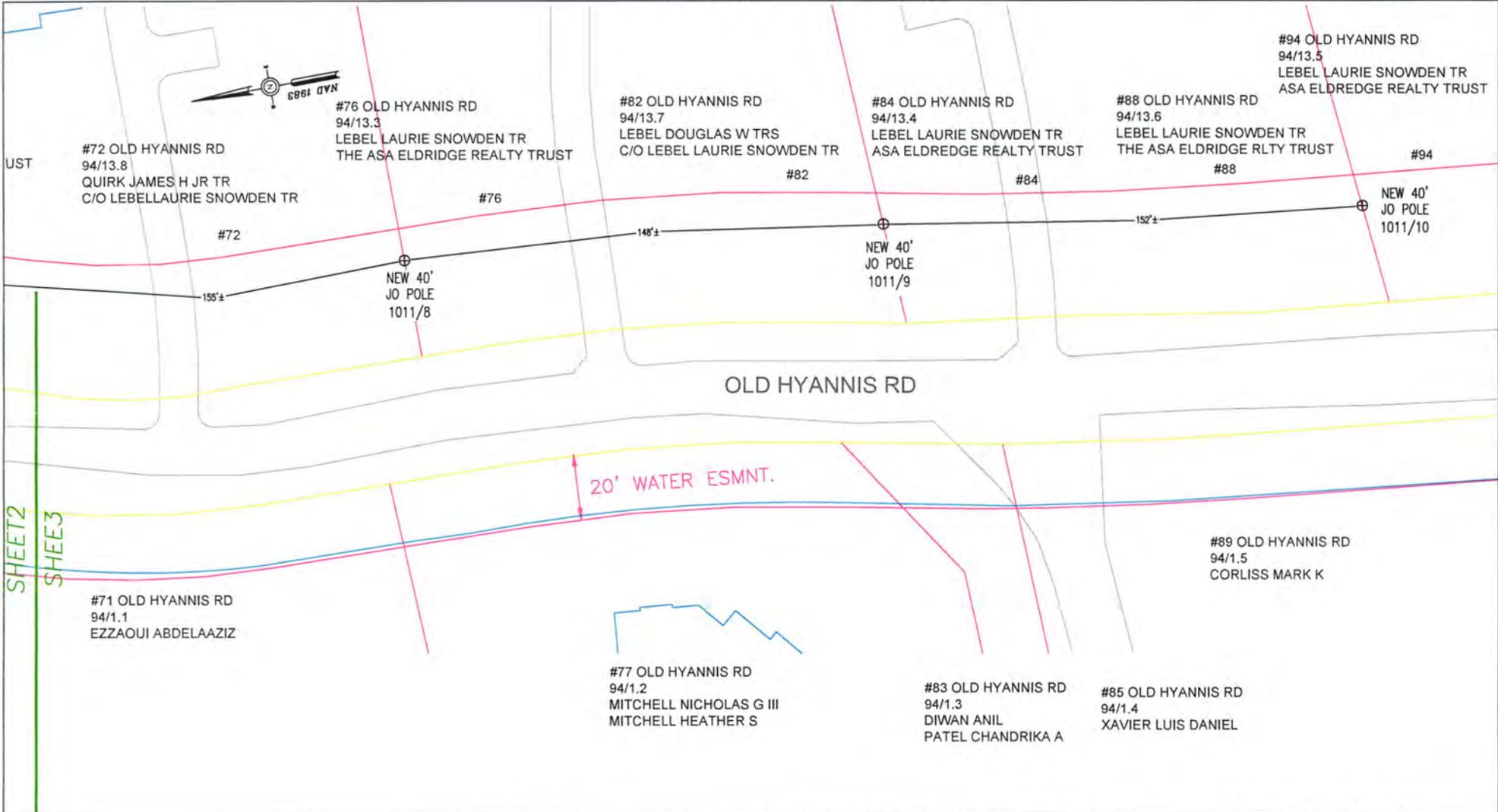
NSTAR EVERSOURCE
ELECTRIC
GAS

130 WASHINGTON ST., BOSTON, MASS. 02109

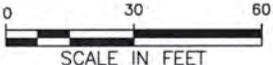
Plan of OLD HYANNIS ROAD
YARMOUTH

Showing PROPOSED POLE LOCATIONS

Scale 1"=30' Date MARCH 11, 2016
SHEET 2 of 3



SHEET 2
SHEET 3



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- Proposed Hip Guy shown thus T²
- Proposed Underground location shown thus —
- Proposed Push Brace shown thus ⊕
- Existing Pole location shown thus ●

Plan #	103893
Ward #	N/A
Work Order #	Z102789
Surveyed by	N/A
Research by	N/A
Plotted by	TL
Proposed Structures	TL
Approved:	A DEBENEDICTIS
P#	

NSTAR EVERSOURCE
242-7742
d/b/a
1180 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125

Plan of OLD HYANNIS ROAD
 YARMOUTH

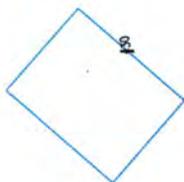
Showing PROPOSED POLE LOCATIONS

Scale 1"=30' Date MARCH 11, 2016
 SHEET 3 of 3



#30 OLD HYANNIS RD
104/11
CLARKS CHARLES

PRIVATE



1011/2

170'±

170'±

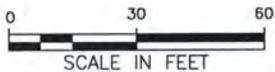
170'±

NEW 40'
JO POLE
1011/3

NEW 40'
JO POLE
1011/4

OLD HYANNIS RD

SHEET1
SHEET2



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Plan #	103893
Ward #	N/A
Work Order #	2102789
Surveyed by:	N/A
Research by:	N/A
Plotted by:	TL
Proposed Structures	TL
Approved:	A DEBENEDICTIS
P#	

NSTAR EVERSOURCE
d/b/a

1180 MASSACHUSETTS AVE. DORCHESTER, MASS. 02122

Plan of OLD HYANNIS ROAD
YARMOUTH

Showing PROPOSED POLE LOCATIONS

Scale	1"=30'	Date	MARCH 11, 2016
SHEET	1 of 3		

**Three Copies of
Petition are in
Board of Selectmen
Signature Folder for
Signature.**

LT CO
COPY

**PETITION FOR JOINT OR IDENTICAL POLE LOCATIONS
WO#2102789**

Barnstable, Massachusetts

May 23, 2016

To the Board of Selectmen for the Town of Yarmouth, Massachusetts.

**NSTAR ELECTRIC COMPANY d/ba EVERSOURCE ENERGY
VERIZON NEW ENGLAND INC.**

request permission to locate poles, wires, cables and fixtures, including the necessary sustaining and protecting fixtures to be owned and used in common by your petitioners, along and across the following public way or ways:

**Install 9 new JO pole and 4 anchors in town layout on Old Hyannis Road, Yarmouth
To provide service for New residential development**

Wherefore they pray that after due notice and hearing as provided by law, they be granted joint or identical locations for permission to erect and maintain poles, wires, and cables, together with such sustaining and protecting fixtures as they may find necessary, said poles to be erected substantially in accordance with the plan filed herewith marked Plan No. 103893 Dated February 01, 2016.

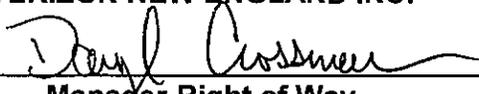
Also for permission to lay and maintain underground cables, conduits, wires, and necessary equipment in the above or intersecting public ways for the purpose of making connections with the poles and buildings as each may desire for distributing purposes.

Your petitioners agree to reserve space for one crossarm at a suitable point on each of said poles for the fire, police, telephone and telegraph signal wires belonging to the municipality and used by it exclusively for municipal purposes.

**NSTAR ELECTRIC COMPANY
d/b/a EVERSOURCE ENERGY**

By 
**Right of Way Agent
Jessica S. Elder**

VERIZON NEW ENGLAND INC.

By 
**Manager-Right of Way
Daryl Crossman**

**BOARD
AND
COMMITTEE
ACTIONS**

Barnes, Pam

From: jmincieli@comcast.net
Sent: Sunday, October 09, 2016 6:32 AM
To: Barnes, Pam; Dennehy, Linda; Post, Tracy
Cc: tom kerr; sandy rubenstein; marianne rooney; carol woodbury
Subject: scholarship committee resignation

to all... it's with regret that I will have to resign my position on the town of yarmouth's scholarship committee. as many of you know, my wife is the pastor of the john wesley united methodist church in falmouth, but we had kept our home in yarmouth port. however, last month we sold the house and purchased a new one in falmouth, and so I am now no longer a resident of yarmouth. it has been wonderful working and serving on the scholarship committee, and I will miss you all. I would like to recommend that dr. tom kerr replace me as committee chair, and I will gladly work with him for however long a transition may take. thank you for all your support and encouragement... john mincieli



TOWN OF YARMOUTH BOARD OF SELECTMEN PROJECTED 2016 AGENDA ITEMS

OCTOBER 18			<ul style="list-style-type: none"> • EXECUTIVE SESSION • PUBIC MEETING: AFFORDABLE HOUSING PROPOSAL FOR FORMER CAVALIER SITE <ul style="list-style-type: none"> ○ HOUSING TRUST PRESENTATION ○ STAFF PRESENTATION ○ DAKATO PARTNERS ○ PUBLIC INPUT ○ COMMENTS & QUESTIONS FROM BOS • TOWN ADMINISTRATOR TRANSITION • BOS GOALS
OCTOBER 25			<ul style="list-style-type: none"> • EXECUTIVE SESSION • PUBLIC COMMENTS: INTRODUCE PATROL OFFICER JEFFREY RIVETT • TOWN ADMINISTRATOR SELECTION COMMITTEE AGENDA AND UPDATE TO BOS • GOLF FEE SCHEDULE (2ND HEARING) • PROPOSED BYLAW: BRING YOUR OWN BAG • RASWAC UPDATE TO BOS • ENERGY COMMITTEE UPDATE TO BOS • TOWN MEETING ATTENDANCE DISCUSSION
NOVEMBER 1	NO MEETING	ERIK AWAY	
NOVEMBER 8	NO MEETING ELECTION DAY		
NOVEMBER 15			<ul style="list-style-type: none"> • LIBRARY BOARD UPDATE TO BOS • HISTORICAL COMMISSION UPDATE TO BOS • OKH REGIONAL DISTRICT CMTE UPDATE TO BOS • CHAMBER OF COMMERCE UPDATE • CAPE COD COMMISSION UPDATE
NOVEMBER 19	SATURDAY MEETING		<ul style="list-style-type: none"> • TOWN ADMINISTRATOR INTERVIEWS
NOVEMBER 22	NO MEETING THANKSGIVING WEEK		
NOVEMBER 29			<ul style="list-style-type: none"> • BOS GOALS
DECEMBER 6			<ul style="list-style-type: none"> • CEMETERY COMMITTEE CHARGE & RULES & REGS (2ND HEARING) • CAPITAL BUDGET COMMITTEE UPDATE TO BOS • ANNUAL ENT. LICENSE RENEWALS/NEW YEAR'S EVE EXTENSION OF HOURS REQUESTS (CONSENT)
DECEMBER 13			<ul style="list-style-type: none"> • ANTHONY'S CUMMIQUID ALCOHOL LICENSE RENEWAL HEARING • ACAPULCOS SHOW-CAUSE HEARING



TOWN OF YARMOUTH
BOARD OF SELECTMEN
PROJECTED 2016 AGENDA ITEMS

DECEMBER 20	NO MEETING CHRISTMAS WEEK		
DECEMBER 27	NO MEETING CHRISTMAS WEEK		

- | |
|---|
| <ul style="list-style-type: none">• PUBLIC SAFETY COMBINED DISPATCH• CAVALIER/AFFORDABLE HOUSING VOTE• ABCC PRESENTATION ON VIOLATIONS• CHARTER STUDY COMMITTEE• COMMITTEE REPORTS |
|---|

**APPROVAL
OF
MINUTES**



Board of Selectmen **Regular Meeting Minutes** **September 20, 2016**

The regular meeting was called to order at approximately 6:00 p.m. in the Town Hall Hearing Room by Chairman Jim Quirk. Selectmen present: Tracy Post, Mike Stone, Norman Holcomb, and Erik Tolley. Also attending: Interim Town Administrator, Peter Johnson-Staub.

1. Public Announcements & Comments

Ms. Vida Morris commented that the Cemetery Committee and the Substance Abuse Committee appointed by the Board of Selectmen are superb and exactly as they should be with dedicated individuals who are serving for the good of the town. She also commented on the social worker position established by Senior Services in the spring and does not believe that position was ever fully explained to the public.

Ms. Andrea St. Germaine, D-Y Regional School District Committee, mentioned that Captain Dan Burbank, USCG (Ret.) and astronaut, approached Deputy Chief Xiarhos with a request that Deputy Xiarhos provide a memento of his son, the late Nick Xiarhos, USMC, and Captain Burbank would ensure the items would be taken into space. Capt. Burbank spent 150 days in space, brought the mementos back, framed. Deputy Xiarhos presented the memento to Principal Jenks, D-Y High School, to be displayed in a place of honor. Ms. St. Germaine also commented on the "Blue Light of Recognition" which is meant to symbolize, in a quiet way, your respect for law enforcement personnel by displaying a blue light on your property. She again commented on the "All Means All" symposium held before the school year started which included every phase of leadership within the school district, which emphasizes standardized teaching throughout the district and aids teachers to become better teachers.

2. Age-Friendly Community Team Charge and Appointment

Kathi Bailey, Director of Senior Services, made the presentation to the Board. Also present was the Age-Friendly Community Team members and she asked the Board to approve the charge as presented and to appoint the team. Ms. Bailey also mentioned that last week, Yarmouth Senior Services hosted a panel discussion about age-friendly community building for Cape Cod. Colleagues from Boston, Berkshire County, Dedham, and Martha's Vineyard were in attendance and made a presentation which will be used to launch a region-wide age-friendly community through Barnstable County Human Services. Mr. Johnson-Staub explained to the Board the action that Senior Services is seeking from the Board. The current Age-Friendly Community Team has been operating as an ad hoc, temporary group and what is being proposed is to appoint them as a standing committee and to serve as the advisory committee to Senior Services and the Senior Center.

Selectman Tolley asked if there are already people in place to fill this committee. Ms. Bailey stated that the current members would like to remain in place. The total number of personnel on the committee would be seven individuals, with staggered terms. The Board discussed moving the team appointments to the next meeting to allow roles and terms of appointments to be discussed.

MOTION: To move that the Board of Selectmen approve the Age-Friendly Community Team Charge as presented.

Motion by: Tracy Post

Seconded by: Norm Holcomb

Yea 5 Nay 0

Ms. Bailey thanked the Board and invited them to Yarmouth's first-ever intergenerational Model UN pilot on Saturday, October 15, 2016 from 1-4 pm at the Senior Center.

3. FY2016 Results and Free Cash Review

Mr. Johnson-Staub explained to the Board that this presentation by Town Accountant Rich Bienvenue is intended to kick off the FY18 budget season and also to discuss free cash as the Board members indicated previously they would like to have a discussion on free cash. Mr. Bienvenue also introduced Bev Connors, Assistant Town Accountant, who is responsible for a lot of the grunt work in compiling accounting reports which are required by Mass Department of Revenue. Mr. Bienvenue explained the FY16 financial overview, our S&P Bond Rating scores, and incorporated the town's financial policies into the presentation as a reminder that those policies are also reviewed by and affect our Standard & Poor's (S&P) score. He then reviewed our general, stabilization, and reserve fund balances as of June 30, 2016 and how those balances are in line with S&P goals.

Mr. Bienvenue provided a history of our free cash account from 2006 through 2016 which shows a steady growth over the past two years. He then reviewed estimated receipts and savings by account, local receipts trends, appropriation' savings by account, salaries vs. expenses, the free cash outlook, and possible uses for free cash. Mr. Bienvenue summarized his presentation by reminding the Board of our financial policies, continuing to use free cash for improvement in financial position or identified needs, and not use free cash for recurring expenditures.

Selectman Holcomb asked for clarification on S&P's free cash target amounts. Mr. Bienvenue explained that over the past few years, S&P's rating criteria has become much more rote due to S&P receiving much more controversy for some of the ratings they issued and have therefore become more transparent and less subjective in their rating process. Part of that transparency was to develop this rating process.

4. FY2018 Budget Outlook

Mr. Johnson-Staub provided an overview of the FY18 budget outlook based on the Board of Selectmen's goals and financial management policies, FY18 revenue estimates, expenditures, challenges, and a draft of the Selectmen's FY18 Budget Policy Statement. He discussed the revenue estimates based on a local receipts history over the past 26 years. Mr. Johnson-Staub explained the expected FY18 cost increases for the schools, town wages, pensions, health and property insurance, and roadways.

Mr. Johnson-Staub explained the FY18 potential challenges beyond the base budget, one of which is D-Y school enrollment increases for Yarmouth. Massachusetts School Building Authority projects Yarmouth enrollment will remain flat over the next 10 years while Dennis enrollment may decline by 30%. The enrollment figures for FY18's assessment will be available in October 2016.

Further challenges include:

- The state's significant budget challenges, potential reduction in state aid and increased state charges;

- Energy costs are not yet known for FY18;
- Snow and ice average expenditure exceeds budget by \$250,000;
- Public safety dispatch costs yet to be determined by a consultant study;
 - The Board had a discussion on the merits of spending funds for a study before YPD and YFD have reached a consensus on location. Selectmen Holcomb commented that the Board needs independent input from other communities that have gone to a third party agency to determine if those communities are satisfied.
- 4 additional firefighters' net cost will be \$100,000;
- Senior Services transportation usage is low due to lack of staff, the cost estimate to staff this program is \$50,000;
- Conservation's workload is rising; part-time administrative support is needed at an estimated cost of \$25,000;
- Library budget needs to increase to obtain state certification and to expand West Yarmouth's hours.

Mr. Johnson-Staub explained that health insurance and Other Post-Employment Benefits (OPEB) obligations will continue to outpace the 2.5% levy growth. He then reviewed capital facility needs items that will need to be discussed in greater detail at a future date:

- Waterways / Coastal Infrastructure;
- DPW Facility;
- CC Tech School;
- Wastewater;
- Mattacheese School;
- M. E. Small School;
- Library;
- West Yarmouth Fire Station;
- Police Firing Range.

Mr. Johnson-Staub explained that new debt for these projects could be in the range of \$4 - \$6 million. Existing school and town debt is \$2.5 million and an increase in debt could be \$2 million or more. He also explained that the tax implications of a \$2 million debt would equate to a tax impact of 3.6% or \$117 on a \$325,000 home. The tax impact can be reduced by: alternative funding sources for wastewater (CPA, real estate tax, user rates, betterments); preserve debt drop-off and generate new funding for debt within the levy; set aside funds in Stabilization or Wastewater Improvement Fund; or defer some projects.

Mr. Johnson-Staub summarized the FY18 budget outlook explaining the base budget can be funded without service loss or tax increase beyond 2.5%. Any new town spending will require new revenues or offsetting spending reductions; a D-Y assessment of over 2.5% will be difficult to accommodate with an override; and significant work will be required to meet capital needs while keeping the tax impact to a minimum.

5. Budget Policy Statement and Calendar

Mr. Johnson-Staub reviewed the proposed FY18 budget policy statement and highlighted the main elements in the statement as:

- Preserve essential town services;
- Fully fund contractual wage increases, pensions, and insurance obligations;

- Include \$1.5M in routine capital spending within the tax levy;
- Include \$1.2M for road maintenance funds within the levy;
- Provide for an increase to the town's stabilization fund reserves above \$3.0M;
- Allocate a combination of recurring and one-time funding sources to the OPEB Trust;
- Preserve "debt drop-off" for future capital borrowing and create additional, recurring funding sources to meet future borrowing needs;
- No new staff positions are to be established unless they can be funded with corresponding budget reductions or a recurring funding source;
- No increases in expense budgets with the exception of utilities and insurance and rare instances where uncontrollable costs require an increase to maintain existing service levels;
- Plan for increase of up to 2.5% for the D-Y and Cape Cod Tech Regional Schools; and
- If D-Y assessment increase is above 2.5%, it will not be funded from reductions to town services or rely upon revenues that are not sustainable.

Selectman Tolley commented that he is not satisfied with the D-Y assessment bullet point in the proposed statement. He would like more time to think about that point and believes there is better language to use in the statement and he is not ready to adopt the statement as it is worded at this time. Selectmen Holcomb asked what we anticipate including in the budget for OPEB and where would that put us in terms of our contingent liability increasing or decreasing. Mr. Johnson-Staub explained that the OPEB amount anticipated for the budget and the revenue stream to fund it is the same as last year. Mr. Holcomb suggested that language needs to be included in the policy statement that directs no increase to contingent liability which would be passed on to future generations.

Selectman Stone suggested that adding language to the effect that it is an objective to fully fund the required level of OPEB, if feasible and practicable, based on revenues. Including this statement would demonstrate a commitment to funding of OPEB but not at any and all costs. Mr. Stone also commented that the budget statement regarding D-Y assessment should include some flexibility since shifts in student population cannot be predicted.

Chairman Quirk commented that when creating the Board's budget policy statement the Board should be looking at the current debt before worrying about future debt. Mr. Quirk also expressed concern about the language of not hiring new staff (item #11 in the proposed statement) and how that would affect the Board's ability to hire new firefighters should they choose to do so. Mr. Johnson-Staub explained that if he were to propose hiring 4 new firefighters, he would also provide the funding source for the new hires, which is consistent with that statement.

Further discussion was held among the Board members regarding the merits of applying some free cash to the unfunded liabilities or using free cash to reduce the 2.5% increase to something less.

MOTION: To move that the Board of Selectmen adopt the FY18 Budget Policy Statement as presented.

Motion by: Tracy Post

Seconded by: Erik Tolley

Yea 4 Nay 1

MOTION: To move that the Board of Selectmen adopt the FY18 Budget Policy Statement with the amendment that the budget include the annual contribution for OPEB.

Motion by: Norm Holcomb

Seconded by: Mike Stone

Yea 5 Nay 0

6. Board of Selectmen

a. Board and Committee Actions.

1) Selectman Tolley requested the Board appoint Elinor Lawrence and Brendan Quirk be appointed to the Conservation Commission as regular appointments to fill three-year, unexpired terms to run through June 2018.

MOTION: To move that the Board of Selectmen appoint Elinor Lawrence and Brendan Quirk to the Conservation Commission as regular appointments to fill three-year, unexpired terms to run through June 2018.

Motion by: Jim Quirk

Seconded by: Tracy Post

Yea 5 Nay 0

2) Selectman Tolley requested the Board appoint Jeffrey Senecal to the Open Space Committee as a regular appointment for a one-year term to run through April 2017.

MOTION: To move that the Board of Selectmen appoint Jeffrey Senecal to the Open Space Committee as a regular appointment for a one-year term to run through April 2017.

Motion by: Jim Quirk

Seconded by: Tracy Post

Yea 5 Nay 0

b. Upcoming Agenda Review. Mr. Johnson-Staub reviewed next week's meeting agenda items with the Board as well as the October meetings. Mr. Johnson-Staub asked the Board members if they could finalize a date for the town administrator interviews. The Board confirmed they are all available on November 19th for the interviews. Due to two Board members potentially not being available for the October 4th meeting, that meeting will be cancelled and those agenda items rescheduled to later meetings.

c. Individual Items.

1) Selectman Post informed the Board that Mr. Joe Sarnosky has passed; he was a 14-year member of the Board of Appeals. Ms. Post thanked Mr. Sarnosky's family for sharing him with the town. Her thoughts and prayers are with his family at this time. Selectman Stone reiterated Selectman Post's wishes to Joe's family and thanks for his service to the town.

2) Selectman Holcomb commented that he sent an email to the Board members regarding the history of Bass Hole Beach. He reviewed the history of Gray's Beach and Bass Hole Beach back to the early 1900's and how inaccessible Gray's Beach was until the town built a boardwalk from Bass Hole to Gray's Beach. After significant weather events in the 1950's, Gray's Beach and the boardwalk were destroyed; it wasn't until after those events that the town dredged out Bass Hole Beach to clear the damage caused by hurricanes. Mr. Holcomb concluded that conservation regulations should not stand in the way of the town restoring a beach to what it was originally.

7. Town Administrator's Items

a. Consent Agenda:

1) Letter to BOS from YFD dated September 4, 2016 re: Seaside Festival Bon Fire permit.

DISTRIBUTED MATERIAL AGENDA PACKET

- Charge for the Age-Friendly Community Team
- Intergenerational Model UN Flyer
- FY2018 Budget Policy Statement
- FY2018 Budget Schedule
- FY2016 Year-End Financial Overview PowerPoint Presentation
- Financial Management Policies
- Memo to BOS from Appointments Chairman dated September 13, 2016 re: Open Space Committee Appointment
- BOS Projected 2016 Agenda Items
- Letter to BOS from YFD dated September 4, 2016 re: Seaside Festival Bon Fire
- Proposed Letter to MassDOT from BOS re: District 5 Guide and Traffic Sign Replacement Plan for the Mid-Cape Highway
- Memo to BOS from YFD dated September 14, 2016 re: Gift
- Email to Route 6A Neighborhood from Director of Community Development dated September 15, 2016 re: October 6 Meeting - Route 6A Improvements
- Community Preservation Annual Public Meeting Agenda for September 22, 2016
- Yarmouth Substance Abuse Committee (Y-SAC) Logo Contest Flyer

**CONSENT
AGENDA
ITEMS**

CONSENT AGENDA

YARMOUTH FIRE DEPARTMENT
96 Old Main Street
South Yarmouth, MA 02664
(508)398-2212/(508)760-4858 FAX

MEMO

TO: Peter Johnson-Staub
A/ Town Administrator

CC: Treasurer's Office
Board of Selectmen

FROM: Jenifer Leighton

Re: Gift

DON'T STAPLE GIFT MEMO (1) TO DEPOSIT
Email 1 to: Idennehy@yarmouth.ma.us

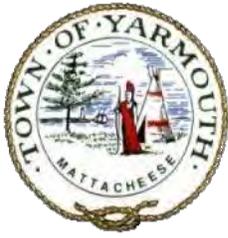
Date: September 28, 2016

The Fire Department has received a gift totaling \$25.00

A donation from Betty Reitzel in memory of Tony Chaves for \$25.00.

The Fire Department requests that the Board of Selectmen approve this donation.

CONSENT AGENDA



TOWN OF YARMOUTH

PARKS & RECREATION DIVISION
424 Route 28, West Yarmouth, MA. 02673

Telephone (508) 398-2231 ext 1520 Fax (508) 790-9152

Email: parksandrecreation@yarmouth.ma.us

Director
Patricia M. Armstrong, CPRP
parmstrong@yarmouth.ma.us

Assistant Recreation Director
Mary C. Franklin
mfranklin@yarmouth.ma.us

Park Supervisor
Dave Carlson
dcarlson@yarmouth.ma.us

MEMORANDUM

TO: The Honorable Board of Selectmen
FROM: Ruth Nee, Principal Office Assistant
DATE: October 4, 2016
RE: Donations – Town of Yarmouth Parks and Recreation

Please accept the following donations to the Town of Yarmouth Parks and Recreation Department:

The following donations will be used for the purchase of planks to be placed on the Gray's Beach Boardwalk:

Terry Walker	Plank #648	\$150.00	
Katherine Keefe	Plank #647	\$150.00	
Ina Bresner	Plank #646	\$150.00	
Michele Piers	Plank #645	\$150.00	
Peter Kidwell	Plank #644	\$150.00	
Michelle Burnette	Plank #643	\$150.00	
Chris Dunphy	Plank #642	\$150.00	
Marge Ohnemus	Plank #641	\$150.00	
Louis Preziosi	Plank #640	\$150.00	
Edward Hamelin	Plank #639	\$150.00	
Taylor Dakers	Plank #638	\$150.00	
Frank Judge	Plank #637	\$150.00	
Kristine Mooseker	Plank #636	\$150.00	
Bryan Thomas	Plank #635	\$150.00	
Amy Holgerson	Plank #634	\$150.00	
Lauren O'Donoghue	Plank #633	\$150.00	
Linda Pulaski	Plank #632	\$150.00	
Janet/Peter Grant	Plank #631	\$150.00	
Jamie Pastiglione	Plank #630	\$150.00	\$2,850.00

The following donation will be used for the purchase of a picnic table at Wilbur Park:
Myrtle Elizabeth Still Estate \$1,500.00

The following donation will be used for scholarships for town programs:
Jane/Kenneth Eberle \$2,500.00

TOTAL DONATIONS: \$6,850.00

Thank You

CONSENT AGENDA

YARMOUTH FIRE DEPARTMENT
96 Old Main Street
South Yarmouth, MA 02664
(508)398-2212/(508)760-4858 FAX

MEMO

TO: Peter Johnson-Staub
A/ Town Administrator

CC: Treasurer's Office
Board of Selectmen

FROM: Jenifer Leighton

Re: Gift

DON'T STAPLE GIFT MEMO (1) TO DEPOSIT
Email 1 to: Idennehy@yarmouth.ma.us

Date: October 7, 2016

The Fire Department has received a gift totaling \$25.00

A donation from Steven and Kathleen Hutchinson in memory of Tony Chaves for \$25.00.

The Fire Department requests that the Board of Selectmen approve this donation.

INFORMATION ITEMS



TOWN OF YARMOUTH

1146 ROUTE 28, SOUTH YARMOUTH, MASSACHUSETTS 02664-4492
Telephone (508) 398-2231 Ext. 1271. Fax (508) 398-2365

BOARD OF
SELECTMEN

INTERIM TOWN
ADMINISTRATOR
Peter Johnson-Staub

October 4, 2016

Board of Selectmen
Town of Yarmouth
1146 Route 28
South Yarmouth, MA 02664

RE: Notice of Resignation

Dear Board of Selectmen:

It is with mixed emotions that I submit this notice of resignation effective November 4, 2016. It has been an honor to serve the Town of Yarmouth as Assistant Town Administrator and as Interim Town Administrator. I have been privileged to work with and learn from Bob Lawton and Bill Hinchey and take great pride in what we accomplished together. As I take stock of the past fifteen years, what stands out most in my mind is the quality of staff Yarmouth has long enjoyed. Challenged by the Board to maintain services while minimizing taxes and improving our financial position, we reduced the size of our non-public safety workforce and developed a staff organization that performs at a high level and is continuously improving. I am grateful for the learning opportunities this experience provided and am proud to have played a small part in the results we achieved together.

I want to thank the management team, the employees, the community and members of the Board for the support you have given me during my eight month tenure as Interim Town Administrator. This transition period has provided a great learning opportunity for me and for several staff members who have taken on additional responsibilities. I am confident that together the Board and the staff will rise to the new challenges that lie ahead. I will be reaching out to Chairman Quirk this week to discuss transition planning.

Thank you again for the opportunity to serve the Town of Yarmouth.

Respectfully,

Peter Johnson-Staub
Interim Town Administrator
Assistant Town Administrator/Director of Community Services

Cc: Finance Committee
Capital Budget Committee
Personnel Board
Division and Department Heads

Sunday, November 20

12:00 PM - 3:30 PM

**Cape Codder
1225 Iyannough Rd,
Hyannis, MA**



Agenda

12:00 PM – 12:30 PM
Registration, lunch, and
meet with local experts

12:45 PM – 1:45 PM
Keynote Speaker

2:00 PM – 3:00 PM
Parent Workshops

3:00 PM – 3:30 PM
Wrap Up and Resources

My Choice Matters :
**Parenting to Prevent
Substance Use**

2016 First Annual Parent Summit

**Parents and caregivers of children of all ages
are invited to attend this FREE event**

Free Childcare

Local Experts & Resources

Parent Toolkit

Keynote

The Teen Brain and Risk Taking
Dr. Ruth Potee M.D.

Ages 0-7

Raising Healthy Families
Cindy Horgan, Executive Director
Cape Cod Children's Place

Ages 8-14

***Risky Business: Promoting Protective
Factors***
Traci Wojciechowski, Regional Director
Student Assistant Programs, Caron

Ages 15-21

Stressed Out: A Millennial's Anthem
Tom Hermanowski, Founder
Alcohol & Drug Abuse Prevention Training

If you are deaf or hard of hearing or a person with a disability who requires an accommodation,
contact the Department of Human Services at 508-375-6628 or TTY 508-362-5885.
Requests for sign language interpreter must be made by November 1, 2016.

Sunday, November 20

12:00 PM - 3:30 PM

**Cape Codder
1225 Iyannough Rd,
Hyannis, MA**



**Need more
information?**

**Contact Kim Slade at
kim.slade@barnstablecounty.org
508-375-6845**

My Choice Matters : **Parenting to Prevent Substance Use**

First Annual Parent Summit

Local surveys show that most teenagers on Cape Cod do not drink alcohol or use other substances. But there is still work to be done.

When it comes to substance use, choice matters – as teens, as parents and as community members. Believing that “My Choice Matters”, we are empowered to make decisions that have a positive impact on our lives and of those around us.

Challenging all of Cape Cod to examine how their choices influence others, “My Choice Matters” is a message of hope - one of a community ready to take action.

Registration

www.tinyurl.com/capecodparentsummit

*This event is brought to you by the **Barnstable County Regional Substance Use Council**. Consisting of representatives from local government, elected officials, law enforcement, courts, schools, healthcare providers, and community coalitions, the RSAC was convened in 2014 by the Barnstable County Department of Human Services in response to a need for regional coordination around the issue of substance use.*

COMMUNITY SHRED EVENT

Date: Saturday, October 29, 2016

TIME: 9:00 AM-12:00 PM

Location: Yarmouth Senior Center

528 Forest Road

W. Yarmouth, MA 02673



The Community Shred event is open to the public with a limit of five-boxes per person at \$2.00 per 12" x 15" x 12" standard size box. The secure disposal of outdated documents is an important step in keeping your personal information out of the hands of scammers.

Call 508-394-7606, x 1330 for additional information.

All proceeds are to benefit the Friends of Yarmouth Council on Aging.

Join us in this great fundraiser!

SHRED KING

Save Time, Space and Money...

Proudly Serving the Boston Metro Area

GSA Advantage! www.gsaadvantage.gov

SOMWBA
State Office of Security and Women Business Assistance

AAA
NATIONAL ASSOCIATION FOR INFORMATION DISTRIBUTION
CERTIFIED

12 Mear Road | Holbrook, MA 02343



TOWN OF YARMOUTH

1146 ROUTE 28, SOUTH YARMOUTH, MASSACHUSETTS 02664-24451
Telephone (508) 398-2231, ext. 1241
Fax (508) 760-3472

Board of
Health
-
Health
Division

FLU SHOT CLINICS

BY APPOINTMENT ONLY

18 years of age and older



When: Friday, October 28, 2016

Call 508-398-2231, ext. 1241 to make appointment.

Where: St. Pius X Church – Parish Life Center
Barbara Street (Off of Station Avenue)
South Yarmouth

Time: 3:00 p.m. – 5:00 p.m.



\$35/shot **or** **FREE** with most medical insurance plans,
and those with Medicare Part B

Must Bring Photo ID & Insurance Cards

PERSONS WHO SHOULD NOT BE VACCINATED:

1. Persons who have an allergy to eggs or egg products.
2. Persons who are ill and have a fever should delay vaccination until the fever and other temporary symptoms have gone.
3. Persons who were ever paralyzed by Guillain-Barré Syndrome.
4. Anyone who has had a past reaction to the flu vaccine.