

# Town of Yarmouth

Per M.G.L.: 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.

## Notice of Meeting

Name of committee, board, etc:	<b>Community &amp; Economic Development Committee (CEDC)</b>
Date of Meeting:	<b>April 8, 2019</b>
Time:	<b>4:30 p.m.</b>
Place:	<b>Room A Yarmouth Town Hall 1146 Route 28 South Yarmouth, MA 02664</b>

### Agenda

YARMOUTH TOWN CLERK

'19APR4AM11:26 REC

1. Tourism Revenue Preservation Fund
  - o Additional Funding Request – Fencing Project
  - o Budget/Votes
2. Town Fees for Special Events Discussion with Dan Knapik, Town Administrator
3. Committee Member Updates
4. Staff Updates
  - o Fencing
  - o Signage
5. Minutes for Review
  - o March 25, 2019
6. Upcoming Meetings
  - o Monday, April 22, 2019
7. Adjourn

Posted By (Name):	Kyle Pedicini
Signature:	<i>Kyle Pedicini</i>

*Copies of documents and other exhibits listed here may be found in the Department of Community Development at Yarmouth Town Hall.*

Event	Total	Police (total)	Police detail	Police admin	Police equipment	Fire (total)	Fire detail	Fire admin	Health	Dew/Water	Licensing	Building	Field rental	Misc
2018 Irish Festival	\$ 6,520.00	\$ 3,740.00	\$ 3,740.00	\$ -	\$ -	\$ 2,165.00	\$ 2,165.00	\$ -	\$ -	\$ 420.00	\$ 195.00	\$ -	\$ -	\$ -
2018 Paw Palooza--	\$ 6,448.65	\$ 660.00	\$ 660.00	\$ -	\$ -	\$ 2,529.36	\$ 2,529.36	\$ -	\$ -	\$ 110.36	\$ 55.00	\$ 335.00	\$ 1,125.00	\$ 1,633.93
2017 Paw Palooza	\$ 5,323.65	\$ 660.00	\$ 660.00	\$ -	\$ -	\$ 2,529.36	\$ 2,529.36	\$ -	\$ -	\$ 110.36	\$ 55.00	\$ 335.00	\$ -	\$ 1,633.93
2016 Paw Palooza	\$ 5,190.00	\$ 850.00	\$ 850.00	\$ -	\$ -	\$ 1,800.00	\$ 1,800.00	\$ -	\$ -	\$ 110.00	\$ 55.00	\$ -	\$ 1,125.00	\$ 1,250.00
2018 St Pattys Parade	\$ 8,783.00	\$ 8,783.00	\$ 8,783.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2017 St Pattys Parade	\$ 6,688.00	\$ 6,688.00	\$ 6,688.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2016 St Pattys Parade	\$ 6,638.00	\$ 6,638.00	\$ 6,638.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2018 TB Sheep Festival	\$ 55.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15.00	\$ -	\$ -	\$ 40.00	\$ -	\$ -
2017 TB Sheep Festival	\$ 55.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15.00	\$ -	\$ -	\$ 40.00	\$ -	\$ -
2016 TB Sheep Festival	\$ 55.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15.00	\$ -	\$ -	\$ 40.00	\$ -	\$ -
2018 TB Fall Festival	\$ 55.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15.00	\$ -	\$ -	\$ 40.00	\$ -	\$ -
2017 TB Fall Festival	\$ 55.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15.00	\$ -	\$ -	\$ 40.00	\$ -	\$ -
2016 TB Fall Festival	\$ 55.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15.00	\$ -	\$ -	\$ 40.00	\$ -	\$ -
2018 Seaside Festival	\$ 15,672.21	\$ 10,570.85	\$ 9,464.41	\$ 946.44	\$ 160.00	\$ 4,986.36	\$ 4,623.96	\$ 362.40	\$ -	\$ -	\$ 115.00	\$ -	\$ -	\$ -
2017 Seaside Festival	\$ 12,231.91	\$ 8,342.83	\$ 7,420.76	\$ 722.07	\$ 200.00	\$ 3,774.08	\$ 3,430.98	\$ 343.10	\$ -	\$ -	\$ 115.00	\$ -	\$ -	\$ -
2016 Seaside Festival	\$ 5,687.00	\$ 3,267.00	\$ 2,979.00	\$ 288.00	\$ -	\$ 2,305.00	\$ 2,305.00	\$ -	\$ -	\$ -	\$ 115.00	\$ -	\$ -	\$ -
2017 Sons of Erin 5k	\$ 750.00	\$ 750.00	\$ 750.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2016 Sons of Erin 5k	\$ 700.00	\$ 700.00	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2018 Average	\$ 6,255.64	\$ 3,958.98	\$ 4,397.48	\$ 189.29	\$ 26.67	\$ 1,613.45	\$ 1,331.19	\$ 60.40	\$ 5.00	\$ 88.39	\$ 60.83	\$ 69.17	\$ 187.50	\$ 272.32
2017 Average	\$ 4,183.93	\$ 2,740.14	\$ 2,586.46	\$ 120.35	\$ 33.33	\$ 1,050.57	\$ 993.39	\$ 57.18	\$ 5.00	\$ 18.39	\$ 28.33	\$ 69.17	\$ -	\$ 272.32
2016 Average	\$ 3,054.17	\$ 1,909.17	\$ 1,861.17	\$ 48.00	\$ -	\$ 684.17	\$ 684.17	\$ -	\$ 5.00	\$ 18.33	\$ 28.33	\$ 16.00	\$ 187.50	\$ 208.33
<b>Total Average</b>	<b>\$ 4,497.91</b>	<b>\$ 2,869.43</b>	<b>\$ 2,740.73</b>	<b>\$ 108.70</b>	<b>\$ 20.00</b>	<b>\$ 1,116.06</b>	<b>\$ 1,076.87</b>	<b>\$ 39.19</b>	<b>\$ 5.00</b>	<b>\$ 41.71</b>	<b>\$ 39.17</b>	<b>\$ 90.56</b>	<b>\$ 125.00</b>	<b>\$ 250.99</b>

On January 14, 2019 on a motion by Ken Smith, seconded by Norm Weare, the committee voted 4-0 to approve these minutes.

Town of Yarmouth

MINUTES OF THE COMMUNITY & ECONOMIC DEVELOPMENT  
COMMITTEE MEETING OF  
December 13, 2018

The Yarmouth Community & Economic Development Committee held a Business Meeting at 4:30 p.m. on Thursday, December 13, 2018 at the Yarmouth Town Hall, Room A, located at 1146 Route 28, South Yarmouth, MA.

**Committee Members Present:** Peter Q. Smith, Stephen O'Neil, Norm Weare, Ken Smith, Ryan Castle, Jack McCormack, Mary Vilbon

**Staff:** Karen Greene, Director of Community Development; Kyle Pedicini, Economic Development Coordinator

**Guests:** Jenn Werner, Joe Gibbs, Jan Butler, Mary-Ann Agresti, Matthew Scinto, Gregory Hischak, Bob Clark, Marty Murphy, Tom Nickinello

YARMOUTH TOWN CLERK

The meeting was opened by Peter Smith at 4:30 pm.

'19JAN28AM10:13 REC

1. Tourism Revenue Preservation Fund

Applicants presented their applications and responded to questions from the Committee.

The Cape Cod Chamber Orchestra is requesting \$5,000 and the application was presented by Mary-Ann Agresti and Matthew Scinto. Ms. Agresti explained that the Yarmouth New Church is planning on having the Cape Cod Chamber orchestra play a concert inside the building on September 22, 2019. The concert is designed to have an impact on all ages of the population and bring visitors to Yarmouth. Committee members asked the applicant about their marketing plan and Ms. Agresti responded that their marketing plan could be reduced. The Committee urged the applicant to work with the Chamber of Commerce on marketing of the event.

The Seaside Festival is requesting \$40,000 and the application was presented by Jan Butler and Joe Gibbs. There are no major changes proposed to the event from past years. Ms. Butler expressed her frustrations regarding the uncertain and rising costs of town fees. She explained that every year Festival organizers are unsure of what the Festival will be charged for town fees such as police and fire details. She urged the Town to develop a clearer and more consistent process for determining fees. The Committee shared Ms. Butler's frustration and agreed to address the town fee topic at a later meeting.



# TOWN OF YARMOUTH

1146 ROUTE 28, SOUTH YARMOUTH, MASSACHUSETTS 02664-4492  
Telephone (508) 398-2231, Ext. 1277, Fax (508) 398-2365

Department of  
Community  
Development

## MEMORANDUM

To: Community and Economic Development Committee

From: Kyle Pedicini, Economic Development Coordinator

Date: April 4, 2019

Re: Contract Award Recommendation  
Request for Quotes – Fence Improvements at Various Locations

The Town of Yarmouth received 10 quotes on March 20, 2019, in response to the Request for Quotes we posted for Fence Improvements at Various Locations. The Bidders were asked to give us a price per fencing location and/or a lump sum price proposal (which included materials and labor).

The following business provides us bids:

Location	Reliable Fence Co.	Green Acres Landscape	Landmark Fence Co.	R Mullens & Associates
378 Route 28	\$ 2,382.00	\$ 6,600.00	\$ 4,140.00	\$ 6,965.00
1175 Route 28 (BSU)	\$ 5,280.00	\$ 16,555.00	\$ 9,868.00	\$ 15,800.00
1175 Route 28 (Rt 28)	\$ 7,650.00	\$ 18,330.00	\$ 15,617.00	\$ 20,850.00
265 Route 6A	\$ 3,250.00	\$ 8,849.00	\$ 3,840.00	\$ 12,962.00
Total	\$ 17,949.00	\$ 48,472.00	\$ 33,465.00	\$ 56,577.00

Location	RAD Sports	GMH Fence	Stafford Fence
378 Route 28	\$ 5,600.00	\$ 4,445.00	\$ 5,520.00
1175 Route 28 (BSU)	\$ 10,200.00	\$ 8,604.00	\$ 14,403.36
1175 Route 28 (Rt 28)	\$ 9,100.00	\$ 12,849.00	\$ 20,940.26
265 Route 6A	\$ 3,100.00	\$ 3,433.00	\$ 6,612.16
Total	\$ 26,000.00	\$ 28,175.00	\$ 46,475.78

Location	United Fence Corp	Premier Fence LLC	LMC Contracting
378 Route 28	*	\$ 7,500.00	\$ 4,600.00
1175 Route 28 (BSU)	\$ 11,715.00	\$ 15,000.00	\$ 9,880.00
1175 Route 28 (Rt 28)	\$ 21,000.00	\$ 16,850.00	\$ 25,332.00
265 Route 6A	\$ 3,700.00	\$ 5,750.00	\$ 2,560.00
Total	\$ 33,000.00	\$ 45,100.00	\$ 40,253.40

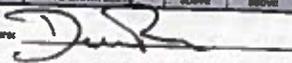
After a review of the documents and references **Reliable Fence Co.** was the lowest responsible and responsive bidder. Reliable Fence Co. has worked with the Town of Barnstable, Delphi Construction, and the Old Homestead Association on previous fencing projects, all of which gave Reliable Fence Co. an excellent recommendation, stating they were very satisfied with the work they completed.

Company Name: Reliable Fence Co. of Cape Cod

Yarmouth Fencing Project Spreadsheet (Revised 8.14.15)

Date of Quote: 03/14/2019

Location/Address	Existing fence to be removed	Linear feet	# of new rails	# of drive posts	Fence height	Length of each post	Post depth	Type of fence	Material/Finish	Sections to be removed? (By Town of Yarmouth)	Notes	Price of materials and installation
378 Route 28, vacant lot	Name	280'	48 (10") rails	25	3'	6'	3'	split rail (2 rails)	mixed hardwood	Yes	Complete replacement	2382
1175 Route 28, Joshua Sears Field along Brigawater State University property line	48" split rail fence	494'	110 (10") rails	56	3'	6'	3'	split rail	mixed hardwood	Yes	Complete replacement	5280
1175 Route 28, Joshua Sears Field along Route 28 property line	343' of chain link including 35 posts and concrete footings	403'	n/a	35 posts w/ concrete footings and 2 gate posts	5'	8"	3'	chain link w/ post caps. 5 lbs per post	black poly coated chain link; minimum 9 gage; Top and Bottom Rail; Knuckle to Knuckle style	Yes, NE and NW of property	New fence to have 5 wire ties per post. 1 east end post, 2 west end posts. Corner angle braced. Post installed 30' on center per new stake alignment. Fill in old post holes.	7650
265 Route 6A, Yarmouth Port Common	128' round post fence	128'	32 (8") rails	17	3'	6'	3'	round posts (2 rails)	cedar; painted white	No	Front section (facing 6A) only. Fencing must be painted, primed, and painted white.	3250
All Projects Done as One Contract	As shown above	As shown above	As shown above	As shown above	As shown above	As shown above	As shown above	As shown above	As shown above	No	As shown above. Include any 5-project discount.	17945

Company Owner Signature: 

Date: 03/14/2019

Location	CEDC Voted (5/9/17)	Quote	Δ
378 Route 28	\$ 4,784.68	\$ 2,382.00	\$ 2,402.68
1175 Route 28 (BSU)	\$ 8,086.56	\$ 5,280.00	\$ 2,806.56
1175 Route 28 (Rte. 28)	\$ 10,183.00	\$ 7,650.00	\$ 2,533.00
265 Route 6A	\$ -	\$ 3,250.00	\$ (3,250.00)
Center St	\$ 462.00	\$ -	\$ 462.00
460 Route 6A	\$ 4,811.30	\$ -	\$ 4,811.30
<b>Total</b>	<b>\$ 28,327.54</b>	<b>\$ 17,949.00</b>	<b>\$ 10,378.54</b>

\*4 project discount



Department	Sign	Image	Condition	Notes/Status
Beach	Colonial Acres Beach	<a href="#">Colonial Acres Beach</a>	Poor	Replacement \$ voted by CEDC on 3/11/19
	Dennis Pond Beach	<a href="#">Dennis Pond Beach</a>	Old/Outdated	
	Englewood Beach	<a href="#">Englewood Beach</a>	Old/Outdated	
	Grays Beach	<a href="#">Grays Beach</a>	Old/Outdated	
	Lyman Lane Beach	<a href="#">Lyman Lane Beach</a>	Good (but old)	
	Parkers River Beach	<a href="#">Parkers River Beach</a>	Very Poor	
	Seagull Beach	<a href="#">Seagull Beach</a>	Good	
	Seaview Beach	<a href="#">Seaview Beach</a>	Poor	
	Smugglers Beach	<a href="#">Smugglers Beach</a>	Very Good	
	South Middle Beach	<a href="#">South Middle Beach</a>	Good (but old)	
Parks + Rec	424 Route 28	<a href="#">424 Route 28</a>	Old/Outdated	Possible Model Design for Conservation Signs
	Bass River Golf Course	<a href="#">Bass River Golf Course</a>	Good (but old)	
	Bayberry Hills Golf Course	<a href="#">Bayberry Hills Golf Course</a>	Good	
	Chase Brook Park	<a href="#">Chase Brook Park</a>	Very Good	
	Drive-In Site	<a href="#">Drive-In Site</a>	Old/Outdated	
	Flax Pond (North Main)	<a href="#">Flax Pond North Main</a>	Good (but old)	
	Flax Pond (White's Path)	<a href="#">Flax Pond Rec Area on Whites Path</a>	Good	
	Mill Creek Park	<a href="#">Mill Creek Park</a>	Very Good	
	Packet Landing	<a href="#">Packet Landing</a>	Very Good*	
	Peter Homer Park	<a href="#">Peter Homer Park</a>	Very Good	
	Police Station	<a href="#">Police Station</a>	Good	
	Sandy Pond Recreation Area	<a href="#">Sandy Pond Rec</a>	Poor	
	Thacher Town Park	<a href="#">Thacher Town Park</a>	Poor	
	Town Hall	<a href="#">Town Hall</a>	Good (but old)	
	Wilbur Park	<a href="#">Wilbur Park</a>	Good	
Wing Grove Park	<a href="#">Wing Grove Park</a>	Old/Outdated		
Yarmouthport Playground	<a href="#">Yarmouthport Playground</a>	Old/Outdated		
Conservation	Bud Carter	<a href="#">Bud Carter</a>	Good (but old)	Design to be finalized
	Trail Maps	<a href="#">Trail Maps</a>	Ok	
	Walking Trails	<a href="#">Walking Trails</a>	Very Poor	
	Conservation Area	<a href="#">Conservation Area</a>	Very Poor	
	Calling Darling Conservation		Proposed signage	
	Crab Creek Conservation		Proposed signage	
	Dennis Pond Conservation		Proposed signage	
	Horse Pond Conservation		Proposed signage	
	Meadowbrook Conservation		Proposed signage	
	Raymond J. Syrjala Conservation		Proposed signage	
Sandy Pond Conservation		Proposed signage		
Gateway	Exit 7	<a href="#">Gateway Signs Design</a>	Very Good	
	Exit 8		Very Good	
	South Sea Ave/Route 28		Proposed signage	
	Seaview Ave/Route 28		Proposed signage	
Sign	Higgins Crowell/Ansel Hallet	<a href="#">Higgins Crowell/Ansel Hallet</a>	Very Good	+ fall down
	Old Main St/South St	<a href="#">Old Main/South Street</a>	Very Good	
	Route 28/Front St	<a href="#">Route 28/Front St</a>	Very Good	
	South Shore Dr/Seaview Ave	<a href="#">South Shore Drive/Seaview Ave</a>	Very Good	
	White's Path/Dupont Ave	<a href="#">White's Path/Dupont</a>	Very Good	
Historic	OKH #1	<a href="#">OKH Sign black/gold Portrait</a>	Proposed signage	Designs to be finalized
	OKH #2	<a href="#">OKH Sign black/gold Landscape</a>	Proposed signage	
	OKH #3	<a href="#">OKH Sign white</a>	Proposed signage	
	OKH #4	<a href="#">OKH Sign Locations Map</a>	Proposed signage	
	TB Farm	<a href="#">TB Farm Interpretive Signage</a>	Proposed signage	
	Baxter Grist Mill	<a href="#">Proposed Historic Sign Inventory</a>	Proposed signage	
	Judah Baker Windmill		Proposed signage	
	HSOY Captain Bangs Hallet House		Proposed signage	
	Captain's Mile (East End)		Proposed signage	
	Captain's Mile (West End)		Proposed signage	
Private Edward Gorey House		Proposed signage		
Winslow Crocker House		Proposed signage		
Yarmouth New Church		Proposed signage		