

On August 12, 2019, on a motion by Stephen O'Neil, seconded by Jack McCormack, the committee voted 4-0 to approve these minutes.

Town of Yarmouth

MINUTES OF THE COMMUNITY & ECONOMIC DEVELOPMENT  
COMMITTEE MEETING OF  
July 15, 2019

The Yarmouth Community & Economic Development Committee held a Business Meeting at 4:30 p.m. on Monday, July 15, 2019 at the Yarmouth Town Hall, Room A, located at 1146 Route 28, South Yarmouth, MA.

**Committee Members Present:** Jack McCormack, Ken Smith, Peter Smith, Stephen O'Neil, Mary Vilbon

**Staff:** Karen Greene, Director of Community Development, Rich Bienvenue, Interim Municipal Operation Director, Dan Knapik, Town Administrator, Kyle Pedicini, Economic Development Coordinator

The meeting was opened by Peter Smith at 4:34 pm

YARMOUTH TOWN CLERK

'19AUG13AM11:33 REC

1. Water Resources Advisory Committee Update

Rich Bienvenue, Interim Municipal Operations Director, gave the committee an update regarding the Town's ongoing wastewater planning efforts. Mr. Bienvenue explained that the Town is currently working with Dennis and Harwich regarding a potential regional wastewater plant. It was explained that an operating agreement has been proposed for the three towns but first a Special Legislation which would allow the three towns to seek a regional solution must be approved at the State level. After that Special Legislation is approved, the three towns would vote at Town Meeting on whether or not to join the join the Dennis/Harwich/Yarmouth (DHY) regional wastewater partnership.

Mr. Bienvenue also presented a summary of possible financing to cover the wastewater capital cost. It was explained that Phase 1 of the project has an estimated cost of \$112 million, which is payable over a 30-year interest free loan. The annual debt service cost of the project would be \$3,733,333. Mr. Bienvenue explained that a combination of user generated revenue, funds from the Cape & Islands Water Protection Trust, funds from a potential Water Infrastructure Fund, and dedicated local receipts can account for \$3,805,554 in funding on an annual basis. It was also explained that by coordinating the sewer work with already scheduled road work could save the Town a substantial amount in expenses. The potential Water Infrastructure Fund (WIF) was also explained, as Mr. Bienvenue stated that the WIF would be a 1.5% property tax surcharge which would be offset by reducing the CPA surcharge by the same 1.5%.

The Committee expressed their support for the ongoing wastewater plan and offered to

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help with the process when applicable. Mary Vilbon suggested that the Town start telling more local water quality related stories that tug at the public's heartstrings in order to sell them on the importance of the project. She also suggested that the Town commits funding to hiring a professional PR firm for the project.

**2. Tourism Revenue Preservation Fund**

Kyle Pedicini, Economic Development Coordinator, presented the Tourism Revenue Preservation Budget to the Committee. Karen Greene, Director of Community Development, gave the Committee an update regarding the marketing contract negotiation. She stated that the contract has been awarded to the Yarmouth Chamber of Commerce and that the two parties are currently working to finalize a contract.

**3. Business Community Surveys – Request For Funding**

Karen Greene, Director of Community Development, presented a request for funding to the Committee. Ms. Greene explained that the funding request is to cover the associated costs for an analysis of the broadband needs of Yarmouth businesses and would cost \$8,900. She explained that CTC Technology would be conducting the analysis and that the idea behind this proposal is to help determine how and the extent to which local businesses would utilize and benefit from improved connectivity. Dan Knapik, Town Administrator, explained that the Town is currently working to connect all town buildings to the fiber optic network which could make it more feasible to implement fiber throughout the Town in the future.

**Vote:** On a motion from Mary Vilbon, seconded by Stephen O'Neil, the Committee voted to approve the request for \$8,900 (from unallocated) for a proposal to analyze the broadband needs of Yarmouth businesses, by a vote of 4-0.

The Committee also discussed the possibility of conducting business community surveys in order to obtain feedback from local businesses regarding what they like that the Town does and what more they'd like to see the Town do from an economic development/marketing perspective. Mary Vilbon suggested conducting those surveys at their annual meeting in October.

**4. Committee Member Updates**

Jack McCormack updated the Committee on recent Cape Cod Commission business. He explained that on 7/25 there will be a public hearing to discuss potential changes to the Local Comprehensive Plan regulations.

Mary Vilbon left the meeting at 6:30pm

**5. Minutes for Review**

The Committee reviewed draft minutes from their meeting on June 25, 2019.

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**Vote:** On a motion from Jack McCormack, seconded by Ken Smith, the Committee approved the minutes for June 25, 2019 by a vote of 4-0.

**6. Upcoming Meetings**

Committee members agreed to place the topic of banners and fencing on the agenda of their next meeting on August 12<sup>th</sup>.

**7. Adjourn**

On a motion from Jack McCormack, seconded by Stephen O'Neil, the Committee voted 4-0 to adjourn at 6:32 pm.

**8. Documents provided:**

- a. Agenda for the meeting
- b. TRPF Budget Update
- c. CTC Proposal for Broadband Analysis
- d. Draft Minutes from CEDC meeting on June 25, 2019

Respectfully Submitted,  
Kyle Pedicini, Community Development Office