

23 AUG 24 11:00AM  
Herman  
ORLEANS TOWN CLERK

**MINUTES**  
**SELECT BOARD MEETING**  
Wednesday, April 5, 2023  
Nauset Room, Town Hall  
Final

A hybrid meeting of the Town of Orleans Select Board was held in the Nauset Room at Town Hall and via Zoom and Channel 18 at 5:00 p.m. on April 5, 2023.

In attendance in the Nauset Room were Chair Reed, Vice Chair Herman, Clerk Runyon, and Mr. Galligan. Mr. Mathison arrived at 5:05 p.m. Acting Town Administrator Sumner attended.

The Chair called the meeting to order.

Public Comment

No one presented for public comment.

Mr. Herman noted the Home Rule petition for the Fertilizer Ban is before the Joint Committee for the Environment and Natural Resources. The public is welcome to comment. Information is on the Town website.

Vote to Revise the Charge to the Long Range Capital Planning Committee

**Mr. Galligan moved to approve the minor and helpful amendment to the charge of the Long Range Capital Planning Committee. Mr. Herman seconded the motion. All voted in favor of the motion. Motion passed: 4-0-0.**

(Mr. Mathison arrived in the meeting)

Meet with Natural Resource Director Nate Sears re: food trucks at Rock Harbor

Mr. Sears floated the idea of food trucks at locations beside Nauset Beach. The Board questioned the competitive impact on the local businesses. There was some discussion about which vendors on which town properties are permitted or not permitted and whether that should be clarified. Mr. Sears questioned whether adequate demand existed for food trucks. There was some discussion of infrastructure and space constraints. The Board suggested Mr. Sears investigate further.

Meet with MIS Director Peter Van Dyck for a quarterly update

Mr. Van Dyck reviewed the previously identified needs for MIS and the progress made thus far in making improvements. Ms. Baumgarten reviewed the Laserfiche Public Portal. Mr. Van Dyck spoke about upgrades of services, particularly the Laserfiche Cloud, MUNIS, and other software. The website was also reviewed and the need to replace the aging hardware was discussed.

Vote to consider Barnstable County Retirement proposal to increase COLA for retirees in FY23 from 3% to 5%

Mr. Sumner offered to recuse himself from further discussion. Mr. Galligan recused himself from the discussion. The Board invited Mr. Sumner to remain for the discussion. Mr. Sumner spoke about the increase to Orleans if the COLA increase was approved. The Board discussed the financial implications.

**Mr. Herman moved to increase the COLA for FY23 from 3% to 5%. Mr. Runyon seconded the motion. All voted**

**Aye. Motion carried: 4-0-0.**

Vote remaining Draft Warrant Articles for Annual and Special Town Meeting

Mr. Sumner discussed Article 32 regarding the Affordable Housing Trust funding and how to keep the percentage of increase year on year. The Board discussed an annual increase or moving the funding into the operating budget which would increase annually. The language should be adjusted for clarity next year.

Article 50 for the Recreation Department has been moved to the autumn Town Meeting. Mr. Sumner mentioned a change to the Rental Registration Warrant Article from the Town Clerk receiving applications to the Assessor's office. There was some discussion about possible safety violations under the Rental Registration bylaw which require follow up.

**Mr. Runyon moved to support the Rental Registration Bylaw. Mr. Herman seconded the motion. All voted Aye. Motion carried: 5-0-0.**

**Mr. Runyon moved to support Article 2 of the Special Town Meeting regarding \$92,000 to cover three items in the Town Administrator's office, Water Department and Transfer Station. Mr. Herman seconded the motion. All voted Aye. Motion carried: 5-0-0.**

**Mr. Herman moved to re-recommend warrant articles 8-14, 40, 52, and 54. Mr. Galligan seconded the motion. All voted Aye. The motion carried: 5-0-0.**

Discussion of Warrant Article Assignments for the Town Meeting

There was a brief discussion regarding expressing a preference for presenting articles. This will be decided at a later date.

Discuss interview process for final candidates chosen for the Town Administrator position

Mr. White spoke about the next steps in the interview process. There was some discussion about the interviews and the meeting agenda and whether to have a second meeting to vote for candidates. There was some discussion of mentoring the new leader.

(Ms. Reed left the meeting)

Discussion and vote Annual Hawkers and Peddlers Application by Andale on Wheels to be located at Snows, 22 Main Street

**Mr. Galligan moved to approve the Annual Hawkers and Peddlers Application by Andale on Wheels to be located at 22 Main Street subject to all permits, licenses, and approvals and in accordance with all local, state, and federal rules, regulations, bylaws, and laws. Said license to expire on December 31, 2023, unless sooner revoked by the Select Board. Mr. Mathison seconded the motion. All voted Aye. Motion carried: 4-0-0.**

Annual Review of Emergency Trust Fund Policy

Mr. Sumner reviewed the Emergency Trust Fund Policy with no changes.

**Mr. Galligan moved to maintain the funds in the Emergency Trust Fund for emergency disbursement at the \$10,000 level for the upcoming year. Mr. Mathison seconded the motion. All voted Aye. Motion carried: 4-0-0.**

Town Administrator's Report

Mr. Sumner reported that the grant for the Snow Library has kicked off a long process toward building and redevelopment. He also updated the Board about an excess of funds received by Cape Cod Tech that will be returned. He said he was within a "whisper" of finding a new Recreation Director.

Liaison Reports

Mr. Galligan spoke about Phase II Meetinghouse Pond area sewer development and the status of the bid process. He also updated regarding the Board of Health and responses (106) to the letters to connect to the sewer. Mr. Herman spoke about the Charter Review Committee. He mentioned the Friends of Lonnie's Pond group who have planned a workday at Kent's Point.

Items for Future Agendas

Revisit the Bandstand project management.  
Begin a dialogue with neighboring towns about partnering on services.  
Litter management around town.

Adjourn

Mr. Galligan moved to adjourn the meeting. The meeting adjourned at 7:14 p.m. Mr. Runyon seconded the motion. All voted AYE. Motion carried: 4-0-0.

*Respectfully submitted,*  
Jennifer Fountain



Andrea Shaw Reed, Clerk

Documents in April 5, 2023 Packet:

1. Agenda
2. Safer Community Task Force Charge
3. Citizen Interest Form – James Mackey
4. Citizen Interest Form– Vin Scimeca
5. COLA Increase Memo
6. Segal Cost of Living Memo
7. PERAC 5% COLA Increase Memo
8. Estimated Cost Increase Chart
9. Session Law Acts 2022 Chapter 269
10. Actuarial Valuation Results Chart
11. Draft article index dated 3/31/23
12. Draft ATM Warrant
13. Draft STM Warrant
14. Draft Election Warrant
15. Hawkers & Peddlers License request – Andale on Wheels
16. Emergency Assistance Trust Fund Policy