

**MINUTES**  
**SELECT BOARD MEETING**  
Wednesday, July 12, 2023  
Nauset Room, Town Hall  
Final

A meeting of the Town of Orleans Select Board was held in the Nauset Room at Town Hall and via Zoom and Channel 18 at 5pm on July 12, 2023.

In attendance in the Nauset Room were Chair Herman, Vice Chair Mr. Mathison, Clerk Ms. Reed, Mr. Galligan, and Mr. Runyon. The new Town Manager Kimberly Newman also attended.

The Chair called the meeting to order at 5:00 p.m.

Public Comment – Judith Bruce from Marine & Freshwater Committee commended Nate Sears and Greg Normandie from the Department of Natural Resources for their cheerful responsiveness.

Bruce Taub spoke to the Board about the indigenous people of the area and the importance of acknowledging that “we are here on the land of the Nauset Tribe of the Wampanoag people.” He wants to encourage the town to “get its act together” and then engage with the Wampanoag with a meaningful proposal.

David Slack from the Shellfish & Waterways Committee spoke about choosing members for the committee and the duress facing the industry and waterways. The Committee needs members with a deep knowledge of biology, shell fishing and working members to prepare for the future.

Committee Interviews and Appointments – Interviews with potential committee members were conducted with Tim Counihan, Ginny Farber, Jerry Wander, Bill Salem, Craig Oliveira, John Didsbury, Susan Chandler, Barbara Hartford, Roger Pearson, Alan McClennen, John Ostman, Marc Cahn, Gilbert Payson and Drusy Henson.

Mr. Galligan moved to vote to reappoint Glen Meyer and to elevate Len Short and Kevin Mahoney to regular members and appoint Ginny Farber and Tim Counihan (once his service ends with the Finance Committee) as associate members to the Board of Water & Sewer Commissioners, all with terms ending 6/30/2026. Ms. Reed seconded the motion. All voted Aye. Motion carried: 5-0-0.

Mr. Galligan moved to appoint Bill Salem to the Council on Aging as a member with a term ending June 30, 2026. Ms. Reed seconded the motion. All voted Aye. Motion carried: 5-0-0.

Ms. Reed moved to appoint Craig Oliveira and John Didsbury as members of the Cultural District Committee with terms ending June 30, 2026. Motion seconded by Mr. Runyon. All voted Aye. Motion carried: 5-0-0.

Ms. Reed moved to appoint Susan Chandler and Barbara Hartford as members of the Human Services Committee with terms ending June 30, 2026. Mr. Runyon seconded the motion. All voted Aye. Motion carried: 5-0-0.

Mr. Galligan moved to appoint Tim Counihan (pending his resignation from the Finance Committee) and Roger Pearson as members of Long Range Capital Planning Committee with a term ending June 30, 2026, Alan McClennen and Per John Ostman as members with a term ending June 20, 2025 and, Marc Cahn as a member with a term expiring June 30, 2024, subject to legal approval. Seconded by Ms. Reed.

Mr. Mathison raised a concern that the Select Board has not yet fully weighed the issue of second-home owners

and non-voters serving on committees.

Mr. Galligan withdrew his motion.

Ms. Reed moved to appoint Tim Counihan (pending his resignation from the Finance Committee) and Roger Pearson as members to Long-Range Capital Planning Committee with a term ending June 30, 2026, Alan McClellan and Per John Ostman as members with a term ending June 20, 2025. Mr. Runyon seconded the motion. All voted Aye. Motion carried: 5-0-0.

Ms. Reed moved to appoint Drusy Henson to the Pleasant Bay Alliance with a three-year term ending June 30, 2026. Mr. Galligan seconded the motion. All voted Aye. Motion carried: 5-0-0.

Ms. Reed moved to elevate Judith Bruce to a regular member on the Conservation Commission with a term ending June 30, 2026. Mr. Runyon seconded the motion. All voted Aye. Motion carried: 5-0-0.

Ms. Reed moved to reappoint Ken Johnson to the Conservation Commission with a term ending June 30, 2026. Mr. Runyon seconded the motion. All voted Aye. Motion carried: 5-0-0.

Ms. Reed moved to reappoint Mike Brink and Robert Rothberg to the Conservation Commission as regular members with terms ending June 30, 2026. Mr. Galligan seconded the motion. All voted Aye. Motion carried: 5-0-0.

Mr. Mathison moved to elevate Paul Cass to regular member of the Energy & Climate Action Committee with a term ending June 30, 2026. Mr. Herman seconded the motion. All voted Aye. Motion carried: 5-0-0.

Ms. Reed moved to reappoint Rich Levy as a member of the Marine & Fresh Water Quality Committee with a term ending June 30, 2026. Mr. Runyon seconded the motion. All voted Aye. Motion carried: 5-0-0.

Ms. Reed moved to reappoint Keith Arnold to the Memorial & Veteran's Day Committee with a term ending June 30, 2026. Mr. Runyon seconded the motion. All voted Aye. Motion carried: 5-0-0.

Ms. Reed moved to exceptionally reappoint Kevin Higgins to the Memorial & Veteran's Day Committee with a term ending June 30, 2026. Mr. Runyon seconded the motion. All voted Aye. Motion carried: 5-0-0.

The Board agreed to advertise for new members of the Personnel Advisory Committee and to thank Tom Genereux for his professional service.

Ms. Reed moved to elevate Mark Mullen to a full member of the Marine & Freshwater Committee for a term ending June 30, 2026. Motion seconded by Mr. Runyon. All voted Aye. Motion carried 5-0-0.

Ms. Reed moved to reappoint John Quigley, William Amaru, and Peter Przygocki of the Shellfish & Waterways Improvement Advisory Committee with terms ending June 30, 2026. Mr. Runyon seconded the motion. All voted Aye. Motion carried: 5-0-0.

Ms. Reed moved to reappoint Mark Carroll and Craig Poosikian as associate members of the Shellfish & Waterways Improvement Advisory Committee with terms ending June 30, 2026. Mr. Runyon seconded the motion. All voted Aye. Motion carried: 5-0-0.

Ms. Reed moved to reappoint Sibel Asantugrul for her second term as a member of the Zoning Board of Appeals with a term ending June 30, 2026. Mr. Runyon seconded the motion. All vote Aye. Motion carried: 5-0-0.

The Board discussed the need for Town support for the Zoning Board of Appeals and turnover of roles. The

Board thanks the service of Bruce Taub to this board and his passion.

Mr. Galligan moved to elevate Austin Higgins to full member of the Zoning Board of Appeals with a term ending June 30, 2026. Ms. Reed seconded the motion. All voted Aye. Motion carried: 5-0-0.

Mr. Herman discussed with Board members the term changes for the Affordable Housing Trust Board so that members serve up to a total of six years.

Mr. Mathison moved to amend the policy on multi-member bodies to allow the Affordable Housing Trust to have members who serve two-year terms up to a total of six years. Ms. Reed seconded the motion. All voted Aye. Motion carried: 5-0-0.

Follow up discussion for Nauset Beach Outermost Music Festival by Friends of Nauset Beach

Mr. Galligan recused himself and left the room. Former Interim Town Administrator Sumner updated the Board on the proposal for the Nauset Beach Outermost Music Festival and reported that the town services are okay with the proposal. External services will be hired for some of the needs to ease pressure on town services. Satellite parking is not expected to be needed. Some changes to IRS status are pending. An accounting of the event will be prepared at the conclusion of the event.

Consider a request by Hog Island Beer Company and Friends of Nauset Beach, Neil MacNamara for a Special One Day Beer and Wine License on October 7, 2023 (rain date 10/8) for the Nauset Beach upper parking lot for the Outermost Music Festival

Mr. Runyon moved to vote to conditionally approve a Special One Day Beer & Wine License for Friends of Nauset Beach and Hog Island Beer Company, Michael McNamara, Manager to serve beer and wine on October 7, 2023 (rain date October 8) from 12:00 p.m. to 6:00 p.m. at a designated area of the Nauset Beach upper-level parking lot. The license is issued for three days to allow proper delivery and disposal of wine and malt beverages, subject to meeting the following conditions prior to license issuance: 1. Friends of Nauset Beach will have to update their filing status with the Federal IRS and Massachusetts Secretary of State. 2. Friends of Nauset Beach will have to obtain a Certificate of Liquor Liability Insurance like 2018 and 2019 with the Town of Orleans and Hog Island Beer Company listed as additional insured. MIIA will have to review and approve the coverage. 3. Further, the license is subject to all licenses, bylaws, permits, and approvals and in accordance with the Massachusetts General Law Chapter 138 Sec. 14. The filing fee for this application has been waived. Mr. Mathison seconded the motion. All voted in favor of the motion. Motion carried: 4-0-0.

Mr. Galligan rejoined the meeting.

Vote to appoint the Town Manager as Parking Clerk

Ms. Reed moved to appoint Town Manager Kim Newman as Parking Clerk for FY2024. Mr. Runyon seconded the motion. All voted Aye. Motion passed: 5-0-0.

Annual Police Department Appointments

Ms. Reed moved that, per page 31 in the Select Board Packet, John Mellin and Andrew Mele be appointed Patrolmen, William Norton, Daniel Elliot, and Hannah Green be appointed as Sergeants, and Andrew McLaughlin be appointed as Lieutenant for terms from July 1, 2023, to June 30, 2026. Mr. Runyon seconded the motion. All voted Aye. Motion passed: 5-0-0.

Ms. Reed moved to appoint the following people for terms with the Police Department from July 1, 2023, to June 30, 2024: Sean Diamond as Licensing Agent and Terri Therrien, MaryAlice Machado, Kyla White and Jennifer Plusch as Dispatcher/Keeper of Lock up. Mr. Runyon seconded the motion. All voted Aye. Motion

passed: 5-0-0.

Vote to issue Conflict of Interest determination for Police Chief's participation in the Mass. Police Accreditation Commission

Ms. Reed moved to accept and have the Chair of the Select Board sign the letter included in the Select Board packet declaring there is not a conflict of interest for Chief MacDonald's participation on the Board of Directors of Mass Police Accreditation Commission (MPAC). Mr. Runyon seconded the motion. All voted Aye. Motion passed: 5-0-0.

Vote on FY23 Special Year-end Budget Transfers

Mr. Runyon moved to approve the year-end budget amendment for FY23 as detailed in the report entitled Special Year-End Request for Amendment to Budget for a total of \$69,698.69. Mr. Galligan seconded the motion. All voted Aye. Motion passed: 5-0-0.

Discussion and vote to sign letter to MassDOT on behalf of Transportation & Bikeways Committee regarding various traffic signals in Town

Ms. Reed moved that the Chair of the Select Board sign, on behalf of the full Select Board, the letter as included in the Select Board packet to MassDOT following up the letter from the Orleans Transportation and Bikeways Advisory Committee dated January 13, 2023, and cc: MPO Kevin Galligan. Mr. Runyon seconded the motion. All voted Aye. Motion passed: 5-0-0.

Liaison Reports and Member Updates

Mr. Galligan said Phase II of the Meetinghouse Pond sewer project has kicked off. This is a two-year endeavor. Messaging through the newspapers and the Town website will keep the public advised.

Mr. Mathison mentioned the Planning Board met and selected a CPC designate, among others.

Mr. Runyon spoke about the Transportation & Bikeways Committee and their upcoming presentation to the Board. Road widening and traffic calming measures for Skaket Beach Road are being considered.

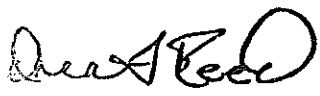
Mr. Herman commented on the Pancake Breakfast, the July 4<sup>th</sup> parade, estuary sampling, the monthly chair's meeting, Snow Library, and many introductions of Kim Newman to committees and departments. Mr. Herman attended the Brewster Conservation Day event.

Adjournment

Mr. Runyon moved to adjourn the meeting. Ms. Reed seconded the motion. All voted AYE. Motion carried: 5-0-0.

The meeting was adjourned at approximately 7:56 p.m.

*Respectfully submitted,  
Jennifer Fountain*

  
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Andrea Reed, Clerk

*Select Board Minutes: July 12, 2023*

Documents in July 12, 2023 Packet:

1. Agenda
2. Board of Water and Sewer Member Spreadsheet
3. BWSC Citizen Interest Forms
4. Council on Aging Board Member Spreadsheet
5. COA Citizen Interest Forms
6. Cultural District Committee Member Spreadsheet
7. CDC Citizen Interest Forms
8. Human Services Committee Member Spreadsheet
9. HSC Citizen Interest Forms
10. Long Range Capital Planning Committee Charge
11. LRCPC Citizen Interest Forms
12. Pleasant Bay Alliance Steering Committee Member Spreadsheet
13. PBA Citizen Interest Forms
14. Schedule of Reappointments
15. Police Chief Memo re: Officer Appointments
16. Police Chief Memo re: Conflict of Interest Determination
17. Sample Determination Letter
18. Outermost Music Festival Proposal
19. Outermost Music Festival Outline
20. One Day Liquor License Application – Outermost Musci Festival
21. Bicycle, Pedestrian, and Traffic Study Committee Letter to MassDOT dated Jan. 13, 2023
22. Draft Follow Up letter to MassDOT dated July 12, 2023