

**MINUTES**  
**SELECT BOARD MEETING**  
Wednesday, August 2, 2023  
Nauset Room, Town Hall

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 4:30 p.m. on August 2, 2023.

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

The Chair called the meeting to order at 4:30 p.m.

Public Comment

Mr. Gould spoke about pickleball courts and a preference for courts at Eldredge Parkway.

Ms. Gaskill spoke about accessible walkways, particularly for children going from East Orleans along Tonset Road to the schools. She queried about applying for ADA funds to address the need for sidewalks.

Ms. Francolini addressed the use of Eldredge Park for pickleball courts and noted the area is focused on youth and has no space for further pickleball courts.

Ms. Lindahl updated about the Orleans Chamber of Commerce, *Truly Orleans*, and Discover Orleans.

Mr. Collins spoke about the uptake of pickleball by youth.

4<sup>th</sup> of July Committee Update

Ms. Allard, chair of the 4<sup>th</sup> of July Committee, updated about the 4<sup>th</sup> of July celebrations, the themes and awards, and the need for volunteers.

Meet with the Collins Center

Mary Aicardi from the Collins Center provided highlights and lowlights of the Full Time Compensation Salary Study Survey. 11 municipalities participated in a survey of salaries for the study. Some of the job titles in Orleans are confusing for matching with appropriate salary points. She stressed the importance of understanding the data before evaluating the charts. In general, those paid at the maximum range (department heads) were within market rate. Minimal rates were often lower than the market rate although it was noted that there are few hires at the minimum range. She said it was time to look at the structure and succession planning of staffing. The Town Administrator noted that municipal staffing will be reviewed in depth over the next year.

Joint Meeting with Orleans Elementary School Committee and school committee interviews

Ms. Briere declared the Orleans Elementary School Committee open and asked for public comment. No one had public comment or business for the committee.

Ms. Reed moved to accept the resignation of Maxine Minkoff with thanks. Mr. Runyon seconded the motion. All voted Aye. Motion carried: 5-0-0.

Ms. Briere moved to accept the resignation of Maxine Minkoff with thanks. Mr. Mack seconded the motion. Vote by roll call: Ian Mack, Ginger Marks, Gail Briere and Sasandra Roche, all voted Aye. Motion carried: 4-0-0.

Kathy McNamara introduced herself and was interviewed by both committees.

Mr. Mathison moved that the committees, acting jointly, appoint Kathy McNamara to fill the vacancy on the Orleans Elementary School Committee with a term ending after the Town Meeting in May, 2024. Mr. Runyon seconded the motion. All Select Board members voted Aye. Motion carried: 5-0-0.

Ms. Marks moved to appoint Kathy McNamara to fill the vacancy on the Orleans Elementary School Committee until May, 2024. Ms. Roach seconded the motion. Ian Mack, Ginger Marks, Sasandra Roach, Gayle Briere each voted Aye by roll call. Motion carried: 4-0-0.

#### Joint meeting with Orleans Elementary School Committee and the Finance Committee

The Chair of the Finance Committee Mr. Athanassiou called that committee meeting to order.

A brief background to the Capital Asset Management Presentation was provided. Mr. Habeeb of Habeeb & Associates made a presentation regarding the costs of renovation or replacement of the OES building. The building was reviewed across many areas including accessibility issues as well as the site, building envelope, interior, roofing, flooring, access, fire protection, electrics, security, data, landscaping and much more. The building is aged with much wear and needs upgrades for accessibility and improvements for compliance for much equipment and systems.

The summary of renovations totals approximately \$44.6million with the possibly of an additional \$8-11 million or more in other costs. The replacement of the facility would be about \$53million in today's figures. That figure is likely to rise with inflation and increasing construction costs in the future. It does not include the energy efficiencies and features of the new Specialized Opt-in Energy Code. It was suggested that the Opt-in Code might lift costs by about 2.5%.

Discussion addressed meeting Green Community standards, hurricane/seismic standards, and the inability to retain value from the newly approved HVAC system. There was some clarification about State requirements for accessibility and the related costs, and possible timing (or waivers) for making all the necessary improvements.

All present agreed there is a great deal to consider, beyond the dollars, for the school and a meeting in September is needed for further discussion and considerations. It was suggested that the full assessment be posted on the town website.

The Orleans Elementary School Committee adjourned at 6.32pm. The Finance Committee adjourned at 6.32pm.

#### Snow Library Feasibility Task Force Interviews and Appointments

Jamie Balliet and Joan Francolini from the Snow Library Board joined the meeting. Mr. Herman explained that the two boards would vote as one.

Jeanne McNett, Steve Gass, Cheryl Brian, Gerry Grenier, Mary Mador, and John Londa interviewed and answered questions. Mr. Balliet recommended the addition of an Associate Member role to the Task Force.

Ms. Reed moved to create an Associate position on the Snow Library Feasibility Task Force and that the Associate vote in the absence of a full Member but otherwise participate fully in the Task Force discussions. Mr. Runyon seconded the motion. All Select Board members voted Aye. Motion carried: 5-0-0.

Ms. Reed moved to appoint Mr. Grenier as an Associate Member to the Snow Library Feasibility Task Force with a term ending June 30, 2024 and Ms. McNett, Mr. Gass, Ms. Brian, Ms. Mador, and Mr. Londa as Members with a term ending June 30, 2024. Mr. Runyon seconded the motion. Mr. Runyon, Mr. Mathison, Mr. Herman, Mr. Galligan, Ms. Reed, Mr. Balliet and Ms. Francolini voted Aye. Motion carried: 7-0-0.

Meet with board of Water and Sewer Commissioners

Chair McClennen provided a summary update of the Downtown Sewer and Meeting House Pond Sewer Project. Mr. McClennen said the newly operating system is up and running and looks like it will generate income for the town. Operations are well within permitted requirements. Some noise issues are being worked on. There has been a pre-construction meeting with the contractor for the Meeting House Pond project. The board is looking at a possible extension at Tides End, however, town meeting approval, change orders, easements need to be arranged. Dead trees are still to be replaced. As downtown connects, real costs will become known and will help those affected by Phase II of the sewer project to better understand costs they may encounter in three years' time.

Ms. Francolini praised the exceptional work by Mr. Bowden, Ms. Alper and Mr. McClennen that went into the underground pump station near the library and the pollinator garden and walkway over it.

Vote to consider Halloween Stroll on October 28, 2023 from 2-4pm on Main Street

Mr. Galligan moved to approve the closure of Main Street from the intersection with Brewster Crossing to the intersection with Old Colony Way for the Halloween Stroll on October 28, 2023 from 2-4pm with a rain date of October 29. Mr. Runyon seconded the motion. All voted Aye. Motion carried: 5-0-0.

Discuss and vote to support application to CPC regarding reuse of 18-21 Bay Ridge

The Town Manager discussed the request for \$25,000 for a feasibility study for recreational use and other municipal uses of 18-12 Bay Ridge. Tracy Murphy from the Recreation Advisory Committee (RAC) presented the concept of the study to the Select Board with Joan Francolini from the CPC. The members of the Select Board discussed the need for recreational services as well as the need to investigate the soil quality at the site and consider the need for hydration and sanitation services at the site. The Town Manager will follow up with appropriate staff regarding site/environmental testing.

Mr. Galligan moved to approve the application to the Community Preservation Committee by RAC for a feasibility study including, if necessary, an environmental assessment and projected ongoing costs and operational impact, for \$25,000 +/- \$5,000, or a more appropriate number, as agreed by the Town Manager. Motion seconded by Mr. Runyon. All voted Aye. Motion carried: 5-0-0.

Review and possible vote to accept FY24 Select Board Goals

Mr. Mathison moved to approve the FY24 Select Board Goals as written. Mr. Galligan seconded the motion. All voted Aye. Motion carried: 5-0-0.

Vote to approve revisions to Long Range Capital Planning Committee charge

The Town Manager discussed the way a typical Long Range Capital Planning Committee would operate with staff and made some recommendations.

Mr. Mathison moved to approve the charge for the Long Range Capital Planning Committee with the removal of voting staff members on the committee and to assign the Town Manager, Finance Director, and Treasurer Collector to work with the committee. Mr. Runyon seconded the motion. All voted Aye. Motion carried:

5-0-0.

Approval of Minutes

Mr. Galligan voted to approve, as a group, the minutes of March 1, March 8, March 15, and March 21, 2023 as written. Mr. Runyon seconded the motion. All voted Aye. Motion carried: 5-0-0.

Liaison Reports and Member Updates

Mr. Runyon said the Historic District Planning Committee had its first meeting and is preparing to begin the public outreach process. The Marine & Freshwater Committee has been doing water quality testing which involves significant work by many volunteers. The Cape & Island Municipal Leaders Meeting voted to support the denial of Holtec's request to dump water into Cape Cod Bay.

The AHC & AHTB met to work on the Housing Needs Survey and forward plan. The Climate & Energy action committee has been sharing information with other committees about the Specialized Opt-In Energy Code.

The One Cape Summit revealed a lot of "forward-thinking" initiatives and can be viewed online on their site including the opportunity to apply for "billions" in funding for environmental initiatives.

An informational session was held about the pesticide ban with good questions and discussion. Several committees have voted to support the ban.

Town Manager's Report

A grant for \$1.3 million for the Rock Harbor Dredging project has been received by Orleans/Eastham.

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

The meeting was adjourned at 8:09 p.m.

*Respectfully submitted,  
Jennifer Fountain*



Andrea Reed, Clerk

Documents in August 2, 2023 packet:

1. Agenda
2. Collins Center Compensation Review July 2023
3. Orleans Elementary School Committee Member Spreadsheet
4. OES Committee Vacancy Procedures
5. Citizen Interest Form – Kathy McNamara
6. Capital Asset Assessment Presentation by Habeeb & Associates
7. Snow Library Feasibility Study Task Force Scope of Services
8. Snow Library Task Force Citizen Interest Forms
9. Board of Water & Sewer Commissioners Update dated Aug. 2

*Select Board Minutes: August 2, 2023*

10. Halloween Stroll Request (email)
11. FY25 CPC Application - Bay Ridge Lane Recreation
12. Draft FY24 Select Board Goals
13. Draft Long Range Capital Planning Committee Charge
14. Town Counsel Memo re: LRCPC Public Body
15. Select Board Minutes March 1, 2023
16. Select Board Minutes March 8, 2023
17. Select Board Minutes March 15, 2023
18. Select Board Minutes March 21, 2023