

DRAFT
MEETING MINUTES
CAPE COD WATER PROTECTION COLLABORATIVE
Governing Board Committee
November 13, 2018

A meeting of the Cape Cod Water Protection Collaborative was held on November 13, 2018 at 9:30 a.m. in the Cape Cod Commission's main conference room, 3225 Main Street, Barnstable, MA.

Members:

Barnstable	Paul Hebert	Present
Bourne	Terri Guarino	Absent
Brewster	Ryan Bennett	Absent
Chatham	Aly Sabatino	Absent
Dennis	Wayne Bergeron	Absent
Eastham	Jane Crowley	Present
Falmouth	Ray Jack	Present
Harwich	Larry Ballantine	Absent
Mashpee	Vacant	Vacant
Orleans	Sims McGrath	Present
Provincetown	Vacant	Vacant
Sandwich	Dave Mason	Present
Truro	Emily Beebe	Absent
Wellfleet	Curt Felix	Present (arrived at 9:40)
Yarmouth	Jeffrey Colby	Present
County Appointee	Zenas Crocker	Present
County Appointee	Ron Beaty	Present

Others Present:

<i>Kristy Senatori</i>	<i>Cape Cod Commission</i>
<i>Tom Cambareri</i>	<i>Cape Cod Commission</i>
<i>Tim Pasakarnis</i>	<i>Cape Cod Commission</i>
<i>Patty Daley</i>	<i>Cape Cod Commission</i>
<i>Erin Perry</i>	<i>Cape Cod Commission</i>
<i>Scott Michaud</i>	<i>Cape Cod Commission</i>
<i>Jen Clinton</i>	<i>Cape Cod Commission</i>
<i>Katie Evans</i>	<i>Americorps</i>
<i>Jessica Janney</i>	<i>GHD</i>

Sims McGrath called the meeting to order at 9:30 noting there was not a quorum and the meeting would be informational only, members can listen to presentations and ask clarifying questions, but no deliberations or votes could take place. Agenda item 1, approving the minutes from October 9, 2018, was bypassed. He introduced Erin Perry to discuss the second agenda item, an overview of the Town of Sandwich Community Engagement Strategy by Town and Commission staff.

Erin Perry, Special Projects Coordinator at the Cape Cod Commission introduced Jen Clinton, Special Projects Coordinator, the Commission lead on the Town of Sandwich's Community Engagement Strategy. She said the town came to the Commission in 2017 requesting District Local Technical Assistance (DLTA) funding and technical assistance in developing an outreach program around the implementation of the town's Comprehensive Water Resources Management Plan (CWRMP).

Ms. Clinton said the Commission worked with the town, the Community Compact Program and the Consensus Building Institute to develop the outreach plan. The goals of the project were to improve citizen engagement by using technology, specifically social media, and to develop an outreach plan to address citizens questions and concerns.

The plan lays out a 12-month work plan which includes:

- Internal meetings and briefings: to make sure town staff are conveying the same message and to establish protocols when engaging in outreach activities with stakeholders such as the Board of Selectmen, Finance Committee and other key community members.
- Public meetings/workshop: based on the 208 planning process and meant to address water quality issues, the CWRMP and funding of the CWRMP.
- The development of online and print resources: to connect with community members online via social media, blog posts, website etc.

Stakeholders in town were organized by the Influence/interest matrix. Those community members with the highest influence and highest interest, like the Board of Selectmen, were determined to be key players. These individuals, as decision makers, would receive more information on the topic than a less engaged stakeholder. There would be information available to all stakeholders.

The plan includes recommended talking points, based on the 208 Plan, to general questions such as: What is the CWRMP and why do we need it? What Happens if we do nothing? The plan suggests a number of engagement opportunities including print marketing, social media, and public and online presentations.

Ms. Clinton said the Commission plans to create a communications plan template, based on the Sandwich plan, for other towns to use and requested members to email her with any suggestions.

Dave Mason, Director of Public Health for the Town of Sandwich, said the plan provided the town with a useful outline on how to proceed with stakeholder engagement prior to the November Special Town meeting and the vote on financing the CWRMP through a 2% wastewater investment fund (WIF). The article passed and now the town is moving ahead with outreach in preparation for a town-wide vote.

Due to a few holdups, the town only had a few months to connect with stakeholders in advance of the special town meeting and were unable to follow the 12-month plan. The town decided that the most effective way to reach the most stakeholders was through a series of videos. Town staff worked with Sandwich Community Television to produce educational videos on the CWRMP and financing options. The videos were available on the town website and the town's YouTube page. A dedicated email address was set up for questions and Mr. Mason said over a hundred questions were submitted.

The town plans to implement additional outreach strategies in preparation for the town-wide vote.

Ms. Perry applauded the success of the Town of Sandwich for taking the concepts of the 208 Plan and using them on the local level. She said the Town of Yarmouth requested DLTA assistance on a similar outreach plan. She asked members to review the plan and to let Commission staff know which parts they would find useful in their towns.

Zenas Crocker said the plan was an excellent example for towns to educate the public and the information needs to reach a large audience. Mr. Mason said the videos produced by Sandwich reached a number of people via Facebook and the town website. Jane Crowley asked if the vote was overwhelmingly successful at the Sandwich Town Meeting. Mr. Mason said over 2/3 voted in favor of funding. He said opponents do not have an issue with the plan itself but in regards to funding. Mr. McGrath said it is important for towns to record all options presented and discussed during water quality planning and the subsequent discussion to have a record newcomers to the discussion can reference. The Town of Orleans has this information posted on the town's website.

Mr. McGrath noted that with the arrival of Curt Felix there was a quorum and deliberations and votes are allowed.

Mr. McGrath asked if anyone had any amendments to or comments on the October 9, 2018 minutes. Jeff Colby said his update was inaccurate and asked that it include: Yarmouth submitted a notice of intent under MS4, the town is looking to include a dedicated source within the town budget and the town continues to pursue the anaerobic digester project. Paul Hebert made a motion to approve the minutes with amendments, seconded by Ron Beaty and approved with Curt Felix abstaining.

Kristy Senatori, Executive Director of the Cape Cod Commission, provided a brief update on Commission activities, monitoring, and finance. The agency continues to work with the Southeast New England partnership, participating in the Cape Cod Monitoring project and hosting the SNEP Policy Subcommittee meeting. As part of the SNEP monitoring project, an RFQ for a consultant to help with QAQC will be issued soon.

The Barnstable County Coastal Management Committee held its first meeting in October. The Committee will serve as an umbrella agency and work to achieve a cohesive message on coastal issue across the region. The Commission and Cape Cod Cooperative are staffing the committee. The Barnstable Clean Water Coalition held a workshop on alternative technologies attended by staff.

The Commission continues to monitor the Airbnb bill. There is a possibility the bill could be taken up after the election in informal session or refiled in the new year.

Reports from Governing Board Member Towns and Organizations on Water Resources Issues

- Town of Yarmouth – Jeff Colby: The town's water resources advisory committee is looking at cost recovery and using the Town of Dennis as a comparison and example. The Dennis, Harwich and Yarmouth subcommittee is meeting and discussing the template for an agreement and will make a recommendation to the larger group. The larger group is now meeting bi-weekly.
- Town of Eastham – Jane Crowley: The town is moving forward on a targeted watershed plan for the Salt Pond watershed, a shellfish feasibility report is due in December. There is also work being done on the School House Ministers Pond which is in the same watershed. The town is working on the monitoring well installation at Salt Pond in conjunction with the Cape Cod National Seashore.
- Barnstable County– Ron Beaty: Mr. Beaty is talking with County Administration about the feasibility of purchasing a freshwater dredge. He believes the County could apply for grant funding for the purchase. Mr. Beaty said he heard something about a clean water center at the municipal wastewater treatment facility clean water center in Yarmouth. He asked if it is similar to the testing center at Joint Base Cape Cod. Mr. Colby said the town is looking at an anaerobic digester, and a component of this project may be an educational. This area is referred to as the Cape Cod Energy park because there are other options being considered such as batteries and solar.

- Town of Sandwich– Dave Mason: The town is working on establishing relationships with pond organizations as part of the stakeholder outreach effort. Sandwich met with Upper Cape towns and Joint Base Cape Cod to discuss the base’s wastewater treatment plant.
- Barnstable County– Zenas Crocker: The Town of Barnstable’s Board of Health is considering removing the three-bedroom housing restriction. It has been expressed that the Board of Health shouldn’t regulate this issue. Outreach and education on the water quality issue would help in these types of situations. The Barnstable Clean Water Coalition in partnership with US EPA Research and Development Office held a workshop to look at the top 5 alternative technologies that could work in the Three bays Watershed and come up with solutions for greater adoption. While the study is looking at the one watershed, the information will be transferable. Those technologies were then looked at on how they could be applied in the watershed. A report will be issued in a month.

EPA is working with George Heufelder, looking at all 1,500 Innovative septic systems tested on Cape Cod and how their performance record.

Mr. Crocker suggested town report cards be issued to rate how the towns are doing in improving water quality. Ms. Senatori said a recommendation of the 208 Plan and Implementation Report is to provide status updates on town progress. Watershed reports were issued previously, and the Commission is currently working on a status update which will be submitted to US EPA in April. The Commission will provide community updates at that time.

Mr. McGrath said the Orleans Board of Health took the zone 2 drinking water regulations, which at the time covered 30% of the town, and applied them to the entire town. This allowed for an additional bedroom if the homeowner put in an IA system. Once there is a sewer stems these regulations will no longer apply, as they are based on Title Five.

Mr. Beaty asked if the Coalition has a position on ending the three bedroom regulation. Mr. Crocker said the organization is not in favor; they would support establishing a review process, perhaps a group of experts who could look at the ordinance and consider adjustments based on new technologies or expansion of the town’s sewer system.

- Town of Falmouth – Ray Jack: The town continues to work on the Bourne’s Pond Bridge replacement, one of the towns largest ponds. The pond is severely degraded and is also significantly impacted by erosion along the barrier beach. The first phase of the project was permitting the bridge and the second component is permitting additional improvements to make sure that the life of the road matches the life of the bridge. This project is both a bridge project and an environmental project to improve flushing of the pond. It was estimated that opening the span to 90 feet would compare to sewerage 200-250 homes.

- Town of Barnstable – Paul Hebert: Town councilors and selectmen are not experts on the water quality issues and represent constituents who do not want to spend more money. Town leaders need to make sure they learn about issues affecting the town and rely on the expertise of others. Mr. Hebert does not mind lifting the Barnstable regulation if it is replaced by other means for protecting the water.

- Town of Wellfleet– Curt Felix: The Board of Selectmen considered rescinding the vote that created a water management authority, but after a discussion which included the town’s wastewater committee, the authority will remain. The town is running planning scenarios through Watershed MVP to determining where the town is in relation to MEP guidelines. The Board of Selectmen plan to include an article on the position of water resources

director on the town meeting warrant. The town hopes to have a plan to take to town meeting for a vote and the Commission has been helpful in coordinating an outreach plan. A community outreach initiative could also help the Herring River project move forward.

The town is attempting to secure funding, for the second time, for the dredging of Wellfleet harbor which is critical to improving water quality. Mr. Beaty said the County would provide letters of support if it would be helpful. Wellfleet is also looking at the water system, possible extensions, and a significant reform of the pricing structure.

- Town of Orleans– Sims McGrath: At town meeting, there was additional funding approved for demolition of the treatment facility, this will allow for the advancement of the wastewater treatment plant. The Board of Selectmen are working on a betterment policy for the downtown.

Mr. McGrath thanked everyone for attending and noted that the next meeting would be held on December 11.

Ron Beaty made a motion to adjourn the meeting, seconded by Mr. Hebert, and unanimously approved. The meeting ended at 10:49.

MATERIALS USED/PRESENTED AT THE SEPTEMBER 11, 2018 CCWPC MEETING:

Handout materials:

- October 9, 2018 CCWPC Governing Board DRAFT Meeting Minutes
- November 13, 2018 CCWPC Board Meeting Agenda
- FY19 Agenda Topics