

3225 MAIN STREET • P.O. BOX 226
BARNSTABLE, MASSACHUSETTS 02630



CAPE COD
COMMISSION

(508) 362-3828 • Fax (508) 362-3136 • www.capecodcommission.org

Minutes

Meeting

Cape Cod Commission

First District Courthouse • Assembly of Delegates Chambers
3195 Main Street, Barnstable, MA 02630

June 9, 2016

The meeting was convened at 3:02 p.m., and the Roll Call was recorded as follows:

Town	Member	Present
Barnstable	Royden Richardson	✓
Bourne	Richard Conron	Absent
Brewster	Elizabeth Taylor	✓
Chatham	Michael Skelley	✓
Dennis	Richard Roy	✓
Eastham	Joy Brookshire	✓
Falmouth	Charles McCaffrey	✓
Harwich	Jacqueline Etsten	✓ (<i>arrived 3:10 p.m.</i>)
Mashpee	Ernest Virgilio	Absent
Orleans	Len Short	✓
Provincetown	John Krajovic	✓ (<i>arrived 3:15 p.m.</i>)
Sandwich	Harold Mitchell	✓
Truro	Kevin Grunwald	✓
Wellfleet	Roger Putnam	✓
Yarmouth	John McCormack, Jr.	✓
County Commissioner	Mary Pat Flynn	✓
Minority Representative	John Harris	Absent
Native American Rep.	David Weeden	✓
Governor's Appointee	Vacant	Vacant

The meeting of the Cape Cod Commission was called to order on Thursday, June 9, 2016 at 3:02 p.m. in the First District Courthouse, Assembly of Delegates Chambers, 3195 Main Street, Barnstable, MA. Roll was called and a quorum established.

Chair Richard Roy noted that today's meeting is being recorded by Barnstable County. He said that the Commission has also been informed that Mr. Ronald Beaty who is raising his hand also asked to record the meeting and is in attendance today.

■ **SUMMARY OF ACTIONS TAKEN/VOTES:**

2016 Cape Cod Comprehensive Economic Development Strategy (CEDS) Annual Report (Year 2)

Leslie Richardson, Chief Economic Development Officer at the Commission, presented the 2016 Cape Cod Comprehensive Economic Development Strategy Annual Report (Year 2) with the use of PowerPoint slides. Following the presentation and discussion the Commission voted unanimously in favor of submitting the 2016 CEDS Annual Report (Year 2) to the U.S. Department of Commerce Economic Development Administration.

Election of the Slate of Officers of the Cape Cod Commission

At its meeting on May 26, 2016 the Commission's Nominating Committee presented to the full Commission their recommendation for a Slate of Commission Officers for the term beginning July 1, 2016 to June 30, 2017. The Nominating Committee's recommendation for a Slate of Commission Officers is Harold Mitchell for Chair, Jack McCormack for Vice-chair and Roger Putnam for Secretary. By a roll call vote the full Commission voted unanimously in favor of electing the Slate of Commission Officers presented by the Nominating Committee: Royden Richardson, yes; Elizabeth Taylor, yes; Michael Skelley, yes; Richard Roy, yes; Joy Brookshire, yes; Charles McCaffrey, yes; Jackie Etsten, yes; Len Shore, yes; John Krajovic, yes; Harold Mitchell, yes; Kevin Grunwald, yes; Roger Putnam, yes; Jack McCormack, yes; Mary Pat Flynn, yes; David Weeden, yes.

■ **Public Comment**

Chair Richard Roy called for public comment on any items not on today's meeting agenda. No public comment was given.

■ **MINUTES**

The minutes of the May 26, 2016 Commission Meeting were reviewed. Royden Richardson moved to approve the minutes. Jack McCormack seconded the motion. A vote called on the motion to approve the minutes passed with one abstention by Joy Brookshire.

■ **EXECUTIVE DIRECTOR'S REPORT**

Executive Director Paul Niedzwiecki announced new staff at the Commission and introduced Chloe Schaefer who has filled the position of Community Design Planner. He said Heather Harper, the assistant Town Manager in Falmouth, will be filling the position of Affordable Housing Specialist at the end of June.

He said the One Cape Summit will be held on June 23 and 24 at the Resort and Conference Center in Hyannis. He said the Commission is looking to have 53 watershed reports by June 30, the Commission will be examining those reports and for the first time they will be able to see from the 53 watershed reports what the parameters of the solutions might look like. They expect to meet that deadline and he will be having a discussion with those communities. He said related to that the Commission started working with the Pleasant Bay Alliance about 10 months ago and noted that Pleasant Bay is the one watershed that has four towns—the greatest number of towns in one watershed Orleans, Brewster, Harwich and Chatham. He said the Pleasant Bay Alliance has done some great work for over 20 years in collecting information and forming that process. He said two of the towns Orleans and Chatham have approved Comprehensive Wastewater Management Plans (CWMPs), Harwich received their second certificate for a CWMP and the Commission will be opening that hearing soon to analyze that program and the Commission has a water resource plan in house from Brewster. He said they are four independent plans.

He said Commission staff has spent time with Pleasant Bay discussing its tools and did not make much progress on how those towns could work together so that process had to be suspended to focus on getting the 53 watersheds done. He said the Pleasant Bay Alliance has followed up with a letter asking for more detailed information and Commission staff has committed an enormous amount of time and resources for that already. He said Commission staff is going to give that question to AE Com to answer, maybe AE Com can provide a new perspective and answer those questions for the Alliance, and the Commission will pick that up when it's necessary to do that. He said the Alliance has put together a draft letter and asked the four Boards of Selectmen to sign it and send it to the Commission. He said the letter that is drafted and how the Pleasant Bay Alliance's responsibility is defined by the towns potentially impacts the existing regulatory regulations that the Commission has approved. He said the towns of Chatham and Orleans have decided to take no action. He said the Pleasant Bay Alliance has actually put forward a report that they wanted some of the towns to then turn around and give to the Commission as their watershed report. He said that would have been very problematic to the existing plans. He said none of the towns have decided to do that. He said if the Commission receives a letter they will respond accordingly. He said the process today has complicated the process of compiling those watershed reports for Pleasant Bay and those four towns and potentially complicates the regulatory process that is in play in each one of those towns that have individual plans. He said the Alliance has been a valuable asset to the region and it is his hope that they can move forward to the June 30 deadline to review the CWMP from the town of Harwich and the water resources plan from Brewster and make the Alliance comfortable as a partner going forward.

■ **Section 208 Area-wide Water Quality Management Plan Update**

Chair Richard Roy said this agenda item is being deferred to a future meeting of the Cape Cod Commission.

■ **2016 Cape Cod Comprehensive Economic Development Strategy (CEDS) Annual Report**

Leslie Richardson, Chief Economic Development Officer at the Commission, with the use of PowerPoint slides presented the CEDS 2016 Annual Report (Year 2). She said CEDS is a regional planning process resulting in a five-year strategic plan that is updated annually and the current five-year CEDS spans 2014-2019. She said CEDS is completed by every regional planning agency throughout the country who are responsible for providing an annual report each year. She said for Cape Cod the CEDS helps the region to work together to have a greater economic development strategy and it has attracted funds from the U.S. Department of Commerce Economic Development Administration (EDA). She said the CEDS planning process is regional in nature and is led by the CEDS Strategy Committee supported by Commission staff including stakeholders and town and regional economic development agencies. She said the CEDS Strategy Committee hold public meetings, workshops and conferences and the CEDS Annual Report receives approval by the Cape Cod Commission for submission to the EDA. She said the CEDS vision and goals are based on the Commission's Regional Policy Plan for low impact and compatible development, a balanced economy, regional income growth, infrastructure capacity and regional collaboration and joint commitment. She noted CEDS priority issue areas as housing affordability; wastewater, transportation, telecommunications and energy infrastructure; entrepreneurship/research and development and demographic diversity. She explained the CEDS evaluation for the region in terms of accomplishments this year and what the plans are for next year. Using her PowerPoint presentation, she discussed distressed census tracts; demographics; resident population by age cohort; employment by Barnstable employers; wages paid by Barnstable employers; household income distribution; gross regional product; evaluating the annual work plan for planning; research, data dissemination and outreach; and implementation projects. She noted selected goals for Year 3 as Regional Economic Strategy Executive Team (RESET) projects in Falmouth and Hyannis; STATSCapeCod upgrade; pursue EDA grant funding for wastewater infrastructure and entrepreneurship; Cape Cod Infrastructure Bank—outreach and draft legislative language; targeted investment strategy based on the Regional Land Use Vision Map and the regional capital infrastructure plan; and climate change resiliency planning and economic impact.

Elizabeth Taylor referred to the demographics graph regarding affordable housing and said in Brewster the big anticipated change was that summer homes would become permanent and asked if that was happening. She referred to household income distribution and asked if income has improved for that and asked if the household size has increased.

Leslie Richardson said 20% of the people surveyed said yes they were going to do that but that figure may have gone down due to the recession. She said she will be sending another survey again asking that same question. Ms. Richardson said on average the household size has decreased. She said unless someone earns \$75,000 a year it's hard for anyone to purchase a single-family home on Cape Cod.

Paul Niedzwiecki said a lot of data is being collected as the Commission goes through its Regional Policy Plan (RPP) update. He said Cape Cod is a second homeowner economy and said the question in the RPP review is do we measure success by that. He said the median income for a family of four is \$60,000 and the price to get into the residential market is \$100,000. He said there is a gap in that area and there is no life-stage housing on Cape Cod.

John Krajovic said it would be interesting to understand the impact of second homeowners and inquired about distressed community and how it is measured. He said second homeowners do support services on the Cape such as restaurants, theater, and construction.

Leslie Richardson said it's an average of the unemployment rate of residents for 24 months.

Charles McCaffrey asked if the distinction between residents such as retirees here for the summer and then residing elsewhere is tracked; six months on the Cape and six months elsewhere.

Paul Niedzwiecki said second homeowners are a very diverse group. He said in the Commission's RPP he would like to develop a matrix to better define that; second homeowners, day trippers or here say for nine months.

Leslie Richardson said with residents who pay property taxes they know that they reside here but there are others whose primary residence is elsewhere.

Joy Brookshire said many summer homes are rented in the winter months and vice versa.

Leslie Richardson said a small number have said they rent their homes in the winter months; some seasonal people do use their property for rental purposes at different times of the year.

Len Short asked if there was any data on the age of second homeowners showing a change; has it gone up or down.

Leslie Richardson said they do not know the exact age of who the new second homeowners are on Cape Cod. She said the survey will show if that has changed.

Elizabeth Taylor referred to beaches on the Cape and asked how that factors in; she questioned increased expenses for tourists.

Paul Niedzwiecki said beaches are important and a big draw for people to come to the Cape. He said the National Oceanographic and Atmospheric Administration (NOAA) grant will look at coastal resiliency. He said it's a complicated piece and the more that they can dive into getting better data sets will help the Commission with that.

David Weeden said the Cape has been driven toward tourist revenue. He said there needs to be more balance with younger people who grew up on the Cape and traditional industries such as fishing etc. He said young workers cannot afford to live here. He said they need to address that and support more growth for people who have grown up here and not focus just on tourism.

Leslie Richardson said that is what CEDS tries to do to have a balanced and diversified economy.

Len Short inquired about the status of OpenCape communication that is supposed to be in place. He asked how we can make that happen.

Leslie Richardson said the backbone has been built.

Paul Niedzwiecki said OpenCape is here on the County complex. He said it's a private utility and we don't have direct access. He said they are currently trying to figure out how to maximize that and the Commission continues to work on that. He said it could be addressed in the RPP update by determining a need for a regional area.

Elizabeth Taylor said some coastal communities are a big draw and asked if that was still happening or will tourism change.

Leslie Richardson said the plan is about looking at and building up another part of the Cape's economy. She said we need to protect that, we always have to think about what comes next, and it's important to plan to prepare for change.

Royden Richardson inquired about diversity in businesses. He asked if the Commission has information to share with people who might look for opportunities on the Cape.

Leslie Richardson said they have looked at different types of business to see what has made them successful and they continue to do that. She said the Commission does not provide that type of information but other partnerships who work more closely with businesses would have that information.

Roger Putnam moved that the Commission submit the Cape Cod Comprehensive Economic Development Strategy 2016 Annual Report (Year 2) to the U.S. Department of Commerce Economic Development Administration. Royden Richardson seconded the motion. A vote called on the motion passed with a unanimous vote.

■ **An Alternate Perspective on the Demographic Changes on the Cape**

Chair Richard Roy said this agenda item is being deferred to a future meeting of the Cape Cod Commission.

■ **Election of the Slate of Officers of the Cape Cod Commission**

Chair Richard Roy said the Commission's Nominating Committee presented its recommendation for a Slate of Cape Cod Commission Officers to the full Commission at its meeting on May 26, 2016. He said the candidates recommended by the Nominating Committee are Harold Mitchell for Chair, Jack McCormack for Vice-chair and Roger Putnam for Secretary. Mr. Roy said at the May 26 meeting no other candidates were nominated from the floor. Mr. Roy called for a roll call vote and said a yes vote would be to elect the Slate of Officers presented by the Nominating Committee for the term beginning July 1, 2016 to June 30, 2017.

The full Commission voted unanimously in favor of electing Harold Mitchell for Chair, Jack McCormack for Vice-chair and Roger Putnam for Secretary. The roll call vote on the election of Commission officers was recorded as follows: Barnstable, Royden Richardson—yes; Brewster, Elizabeth Taylor—yes; Chatham, Michael Skelley—yes; Dennis, Richard Roy—yes; Eastham, Joy Brookshire—yes; Falmouth, Charles McCaffrey—yes; Harwich, Jackie Etsten—yes; Orleans, Len Short—yes; Provincetown, John Krajovic—yes; Sandwich, Harold Mitchell—yes; Truro, Kevin Grunwald—yes; Wellfleet, Roger Putnam—yes; Yarmouth, Jack McCormack—yes; County Commissioner, Mary Pat Flynn—yes; and Native American Representative, David Weeden—yes.

Members absent: Bourne, Richard Conron; Mashpee, Ernest Virgilio; Minority Representative, John Harris.

Chair Richard Roy congratulated Harold Mitchell, Jack McCormack and Roger Putnam.

■ **NEW BUSINESS**

Topics not reasonably anticipated by the Chair more than 48 hours before the meeting.

Jack McCormack congratulated the outgoing officers and thanked Richard Roy for his efforts during his term as Commission Chair.

Richard Roy said it was an honor to serve as Commission Chair and he thanked the Commission for its great leadership and staff.

A motion was made to adjourn at 4:25 p.m. The motion was seconded and voted unanimously.

Respectfully submitted,

Jack McCormack, Secretary

List of Documents Used/Presented at the June 9, 2016 Commission Meeting

- Minutes of the May 26, 2016 Commission meeting.
- Handout material: June 9, 2016 Commission meeting agenda.
- Handout material and material presented: The CEDS 2016 Annual Report (Year 2) PowerPoint presentation prepared and presented by Commission staff.
- Full Cape Cod Comprehensive Economic Development Strategy 2016 Annual Report (Year 2) dated June 30, 2016.