



P. O. Box 121
Cotuit, MA 02635
Minutes

Executive Board Meeting, Tuesday, February 7, 2017, Cotuit Library, 7:00pm

Attending: Jim Dannhauser, Phyllis Miller, Natalie Spence, Bill Babcock, Fred Johanson, Carol Zais

Absent: Tom Burgess, Dave Doyle, Chris Gargiulo, Dick Hamilton, Leslie Leveille, Mike Scanlon

Guests: Jessica Rapp Grasseti, Town Councilor,
Chris Gonnella, Grounds Section Foreman of Barnstable D.P.W

Guest Presentation:

Chris Gonnella of Town of Barnstable Buildings and Grounds distributed a handout with an overview of his findings from an inspection of Cotuit Memorial Park, Town dock and Ropes beach, that he completed with Phyllis Miller, recently. He discussed ways to improve Memorial park (trees, memorial stone placement, pathways, lighting, flagpole, connectivity of streets to Park, aesthetics of planting areas) and ways to fund. He recommended the Civic Association work on a master plan and then ways to phase the project. Chris mentioned some ideas for possible funding thru CIP, private donations and fundraising.

There was discussion around how Memorial Park is used and ways to improve it. Also, discussed were the lighting needs, safety, symmetry and paths between areas of use and access.

Chris mentioned there is a new tree warden for the Town of Barnstable.

After Chris left there was discussion on ideas and what should be our next step. There was at one point a proposed Eagle scout project for providing some lighting on walkways that never went through. Lighting the flagpole is important to follow up on as there may be some left over funds in 2017 town budget. Jim will draft an email to Chris requesting an “as built” of Memorial Park. Natalie will try to find the drawings completed from the library’s design work. The hope is to have this information to review at the March board meeting. It was mentioned that eventually it might be prudent to form a subcommittee including representative from the civic board, library, church, business abutters and community.

Business Meeting:

Secretary’s Report: On a motion made and seconded, the minutes of the Executive Board meeting of December 6, 2016 were approved.

Treasurer’s Report: Natalie handed out and reviewed the account balances including an income/expenses comparison of 2015 and 2016. She noted there hasn’t been much activity since we last met.

Precinct 7 Report: Jessica Rapp Grasseti noted the following 1) the couch on Main Street is gone; 2) there is a meeting on 2/13/17 regarding amendments to the zoning for the solar project of the Water Department; 3) the Cape Cod Commission Route 28 corridor study project link can be found on her website; 4) there is a hold up on the cellular monopole as the Water Department needs to get approval for the location of the pole; 5) 671 Main Street is still not finished and the project has had zero sales (Phyllis Miller noted that there appears to be a torn down electrical box with cut wires on one of the units); 6) Jessica mentioned she is looking into getting the stretch of Main Street, from Putnam to Ocean View, on the Town's paving list.

Old Business:

Concerns of Cotuit list: Jim requested one more review of the list. Bill Babcock requested Little River landing be included. Jessica mentioned Cordwood Landing and Santuit River crossing. Jim and Jessica will be finalizing the date for the Tour of Cotuit and will be including a map for this year's tour.

Town Dock trash and recycling: What should we do for the upcoming season is still undecided. There were some suggestions that the Town would be placing receptacles for recycling at the Dock for this season. Carol Zais volunteered to reach out to her contact at Big Belly to find out if they sell or only rent new units and what do they offer for recycling.

Schedule for General Meetings: Jim will bring the list to March meeting and would like each board member to sign up for at least one meeting they will attend. He will be at all the meetings to set up, but is requesting at least one other board member be at every meeting, too.

On a motion made and seconded, the meeting was adjourned at 8:30 pm

Respectfully submitted,
Carol Zais. Secretary *pro tempore*.



P. O. Box 121
Cotuit, MA 02635

Minutes

Executive Board Meeting, Tuesday, March 7, 2017, Cotuit Library, 7:00pm

Present: Jim Dannhauser, Phyllis Miller, Dave Doyle, Chris Gargiulo, Natalie Spence, Fred Johanson, Carol Zais, Leslie Leveille.

Guest: Representing Precinct 7, Jessica Rapp Grassetti

Absent: Tom Burgess, Bill Babcock, Mike Scanlon, Dick Hamilton

Business Meeting:

1. **Secretary's report:** Secretary's reports were approved as written for December and February.
2. **Treasurer's report:** The Treasurer's report to February 28, 2017 was approved as written.
3. **Precinct 7:** Jessica Rapp Grassetti brought the Board up to date on the latest developments regarding the proposed solar panel project on Cotuit Water Company land off Santuit/Newtown Rd. also abutting the Mariner Circle neighborhood. The water district concluded a contract with a solar provider in September 2016 to develop the project. According to local observation, the firm is in the process of surveying and has already done some clearing before Town approval for a zoning change to allow such activity. The Town Planning Board has approved the Project, since there was no one at their meeting to speak in opposition. After lengthy discussion, the Board voted unanimously to inform the residents of Cotuit of the status of this project, and to inform them of a meeting of the Water Commission on the 15th of March at 6:00 p.m. at Freedom Hall as well as a scheduled Town Council meeting on the 23rd of the March at Town Hall, when the Council will be voting on the proposed zoning change amendment. The Board also voted unanimously to inform the Town Council of the concerns regarding this project that had been expressed by residents and by members of the Board. The Board also authorized the President to effect arrangements with Constant Contact to provide the ability to send communications by e-mail to those members for whom we have e-mail addresses, on this project and on other matters that might arise in the future.

Old Business:

4. **Concerns of Cotuit:** Jim Dannhauser and Jessica Rapp Grassetti met with Town Manager on March 7 to cover concerns of Cotuit. The annual site visit by the Town Manager and other Town officials will be May 5th at 8:00 a.m.
5. **Association Meetings:** The May meeting will cover the presentation of the Cotuit Fire District budget and candidates for District offices. The Town Manager will be the principal speaker for the June meeting and will address water issues in Barnstable in general and Cotuit in particular.

6. **4th of July Parade:** Dave Doyle has been unable to secure the 3rd band. Ongoing planning is in progress.
7. **Memorial Park:** A small committee of 2 members will meet to study and recommend any suggestion for the Town. L. Leveille and N. Spence will be the participants.
8. **Route 28:** The State and Cape Cod Commission study of the corridor between Santuit/Newtown road and Route 130 is ongoing.

New Business: There was no new business other than that discussed in the Precinct 7 report.

The Meeting adjourned at 8:15

Respectfully submitted,

Phyllis Miller, Secretary *pro tempore*
Transcribed by T.K. Burgess, Secretary



P. O. Box 121
Cotuit, MA 02635

Minutes

Executive Board Meeting, Tuesday, April 4, 2017, Cotuit Library, 7:00pm

Present: Jim Dannhauser, Phyllis Miller, Tom Burgess, Natalie Spence, Bill Babcock, Chris Gargiulo, Dick Hamilton, Fred Johanson, Mike Scanlon, Carol Zais, Leslie Leveille.

Guest: Representing Precinct 7, Jessica Rapp Grassetti

Absent: Dave Doyle

Business Meeting:

1. **Secretary's report:** The Secretary's report for March 7, 2017 was approved as written.
2. **Treasurer's report:** The Treasurer's report to March 31, 2017 was approved as written. Natalie noted that there was an extraordinary expense for the Lujan's printing of the information card about Cotuit Water Company's solar project. Jim Dannhauser noted that 372 e-mails went out on this subject of which 263 were opened. He will write in *Cotuit Currents* that supplying an e-mail addresses helps the Association keep members in contact throughout the year.
3. **Precinct 7:** (1) Jessica Rapp Grassetti thanked the Board for their efforts in informing the residents of Cotuit of the various meetings held in the past month concerning the Cotuit Water Company's solar project. She noted that the vote by the Town Council allows the Water Company to reapply from the beginning of the process with the same or revised plans for a solar field. Their current contract with the solar provider is binding for 1000 days. (2) Jessica noted that an article could be placed on the Fire District warrant to limit district expenses for further projects. (3) The Town may develop a provision forbidding clear cutting with 1200 feet of the working village well. (4) It appears that the temporary cell tower near the Main Street water tower is not permitted. (5) In the proposed budget for the coming year, there are only a few capital expenditures for Cotuit, one of which is the repaving of Nickerson Road. Repairs to Main St. where gas work has been done and the repaving of Mariners Circle, Mooring Drive and Anchor Lane will be done in the following year. (6) In a response to a query from Dick Hamilton concerning the status of the project to open the entrance to Cotuit Bay, Jessica noted that Three Bays had underestimated the time and cost of permitting the project. The directorship is changing and their involvement is less committed. The Town still needs to find funds to acquire its own dredge.

Old Business:

- 1 **Memorial Park** – Natalie Spence and Leslie Leveille reported on their first meeting about improving the walkways and landscaping in the park. They are in the process of creating a wish list and a phased schedule for improvements. These would include moving the flag pole back to allow a path from the library steps to descend to the circle around it, moving the monuments, one of which is encroached by

the Library landscaping, and redesigning the shape of the flower beds, and placing benches without impeding the needs of the various entities which use the park for events and fairs. They will meet again with Chris Gonella to work out a more detailed plan.

- 2 **Association Meetings:** The May 16 meeting will cover the presentation of the Cotuit Fire District budget and candidates for District offices. The election of District Officers will be held at Freedom Hall on May 30 from 4 to 8 p.m. and the Annual Meeting, the following evening at 7:30 p.m. The Town Manager will be the principal speaker for the June 20 meeting and will address water issues in Barnstable and Cotuit.
- 3 **4th of July Parade:** Dave Doyle reports that all is on track.
- 4 **Putnam Pathway:** There was no knowledge of the status of this project, and the staffing at the Town office of Growth and Development has changed.

New Business:

- 1 **District Meetings:** Carol Zais suggested that a member of the board should attend the monthly meetings of the Prudential Committee, Fire and Water Commissioners. There was general agreement. Carol will attend the Water Commissioners, Jim Dannhauser will attend the Prudential Committee, Leslie Leveille volunteered for the Fire Commissioners but may be prevented by the meeting time.
- 2 **Village Clean-up:** Jim will note in the Cotuit Currents that members of the Board will be out and about this month with volunteer vests picking up the sides of our village roads. Later in the season groups will be formed to tackle the shore. Phyllis Miller noted that the wrack at Riley's will need the help of the Town DPW.

The Meeting adjourned at 8:25

Respectfully submitted,

Thomas K. Burgess, Secretary



P. O. Box 121
Cotuit, MA 02635

Minutes

Executive Board Meeting, Tuesday, MAY 2, 2017, Cotuit Library, 7:00pm

Present: Phyllis Miller, Tom Burgess, Natalie Spence, Bill Babcock, Dave Doyle, Chris Gargiulo,, Mike Scanlon, Carol Zais, Leslie Leveille.

Guest: Representing Precinct 7, Jessica Rapp Grassetti

Absent: Jim Dannhauser, Dick Hamilton, Fred Johanson

Business Meeting:

1. **Secretary's report:** The Secretary's report for April 4, 2017 was approved as written.
2. **Treasurer's report:** The Treasurer's report to April 30, 2017 was approved as written. Natalie noted that there was an extra \$300.00 for the Lujean's printing of the information card about Cotuit Water Company's solar project. Directors' insurance was the major expense for the month. The board voted to place an advertisement in the Cotuit Kettleer's 2017 handbook.
3. **Precinct 7:** (1) Stuart Bornstein has made a request to alter the zoning at Windmill Square to allow ground floor apartments in the windmill structure and another structure at the backside of the property. (2) Notification is circulating pertaining to the request by property owners butting Riley's beach to the north for beach nourishment and groin and jetty repair. (3) Signs need updating at Riley's in re: strong currents. Phyllis Miller suggested that Audubon be encouraged to limit mooring on the point. (4) The storm water project undertaken by the Town of Barnstable, the Association to Preserve Cape Cod and Three Bays is soliciting input on their efforts to do work on major storm drains into the bays. A urine diversion toilet is planned for the marina at Prince Cove as well as other projects there to limit nitrogen run off. (5) The old cement posts for guard rails along Old Shore Road, the Town Dock and at Cordwood are scheduled to be removed. An inquiry has been made as to whether the old chain link fence now removed to the north of the rain garden at the Town Dock will be replaced. (6) A request was made by a member of the Board to find out the conservation status of the wood chips piled on the property above Hooper's Landing as these are near the coastal bank.

Old Business:

- 1 **Memorial Park** – Natalie Spence and Leslie Leveille updated the board on the status of this project. Phase 1 would entail removing sick and dying trees from the park and pruning the healthy trees to encourage the foliage. Phase 2 envisions a comprehensive design entailing moving the flag pole and circular path around it back on axis with the steps down from the library and reconfiguring the walkway to School Street. Phase 2 might be broken down into separate tasks including a. moving the monument stones to align more symmetrically with the new plan and b. resurfacing the entire pathway system of the park. Phase 3 might entail reconfiguring the landscaping of the gardens and shrubs.

- a. Discussion ensued on how the Board might play a role in moving this project along. It is Town property and there are a number of important village users of the space. This will be a major topic of discussion at the Town Manager's visit on May 5.
- 2 **4th of July Parade:** Dave Doyle reports that all is on track. The Christmas lights are down. No registrations have been yet issued. Dave and Stacy are trying a new system is planned whereby permits will not be mailed out to registrants but handed out on site the day of the parade,
- 3 **Concerns of Cotuit:** The Board reviewed the following list:
 - a. Water quality issues in Cotuit Bay.
 - b. Dredging of channel between Sampson's and Riley's. Need Town support. Channel from Cotuit Bay to last red channel and beyond require dredging as well.
 - c. Remove phragmites at Ropes and elsewhere, especially on southern portion of Main Street. Cut vegetation at intersections with Main Street. Prune trees as needed.
 - d. Memorial Park – flag lighting protocol. Spring and fall plantings. Tree removal and walkway repair/move and other overall improvements.
 - e. Road paving needs.
 - f. 671 Main Street status.
 - g. Continue with “Beach Guard” at Loop Beach 7 days a week and keep beach clean with weekly raking, seaweed removal, etc.
 - h. Continue to enforce parking rules (No Parking, Beach Sticker only, etc.) throughout Village. Enforce no idling rules at beaches and other spots throughout Village.
 - i. Enforce time limit on tie-up at Town Dock and vessel size and storage rules at all locations.
 - j. Improve Cordwood Landing, which is a Town way to water, and consider Big Belly receptacle for that area as well as end of Little River Road at water.
 - k. Santuit River crossing on Old Kings Road.
 - l. Address Riley's Beach erosion.
 - m. Traffic flow on Putnam just below 28 (CVS/Dunkin Donuts)
 - n. Resurface fields behind the Waldorf School.
 - o. Repair water diverters on Old Shore Road.

New Business:

- 1 **District Meetings:** Carol Zais suggested that some explanation be made in the *Cotuit Currents* of how the Cotuit Fire District is organized.
- 2 **Town-owned properties:** Jessica noted that the Town is reviewing a list of properties it owns after repossession for back taxes owed. The review will include a discussion of selling those for which the Town does not have use.

The Meeting adjourned at 8:25

Respectfully submitted,

Thomas K. Burgess, Secretary



P. O. Box 121
Cotuit, MA 02635

Minutes

Executive Board Meeting, Tuesday, June 6, 2017, Cotuit Library, 7:00pm

In attendance: Carol Zais, Leslie Leveille, Phyllis Miller, James Dannhauser,
Mike Scanlon, Dave Doyle, Dick Hamilton, Fred Johanson,
Natalie Spence, Chris Gargiulo,

Guest: Jessica Rapp Grassetti, Town Councilor

Absent: Tom Burgess, Bill Babcock

- I. **Secretary's Report:** The minutes for May 2, 2017 were approved as modified.
- II. **Treasurer's Report:** A spread sheet was provided of 2016 to 2017 (year to date) for comparison. Total escrow \$45,994.61. Mid-year income slightly lower with \$425.00 less in donations. Expenses are higher by \$3888.83 contributing to this is the insurance as well as cost of July 4th parade. Both are primarily timing differences – total cost of Parade expected to be slightly lower this year, and total insurance expense will see a small increase on a year over year basis. The Treasurer's report to May 31, 2017 was approved.
- III. **Precinct 7 Report:** Jessica Rapp Grassetti
 - Old Shore Road cement guard post removal scheduled for after the summer season. Overall assessment of the Ropes Beach area, including parking, kayak and other vessel storage, ramp etc. to be undertaken to establish plan for for improvement.
 - Phragmites – have been cut and will be treated.
 - 24 Old Shore Road cited by the Town to remove accumulated wood chips and other vegetation which is obstructing signage and not in compliance with wetland property restrictions.
 - Pine Ridge Road – 16 properties have approved improvements to this private road. Cost to be borne by abutters.
 - 399 Popponessett Road complained about storm drain blockage causing flooding at street. Town spent 2 hours correcting the problem However, the Town is not responsible for ongoing maintenance of storm drains or other improvements on private roads. This is the future responsibility of the abutting landowners. This occurrence is considered a one-time “emergent response” to this homeowner.
 - House bill 3484 public meeting on taxation of short term rental property scheduled at the Town Hall on June 12, 2017 3pm -6pm. Discussion on equitable taxation among commercial and private residences.
 - Borego Company Contract – no notice on their intent to “Void” their contract on the solar project. They have not re-nourished the woodland that they undermined. Ongoing

discussion by the Town Council on review of amendments to zoning to prohibit developments within certain distance of any public well heads.

- Port-a-potty now at town dock
- Cell tower initiative of Water Department to be presented at Association meeting scheduled for July 18, 2017 7:30pm Freedom Hall – will explore the facts pursuant to the project, review and discuss proposed contracts, specifications etc. Cape Cod Commission will need to approve this project.
- Second annual Lowell Park Father’s Day Blueberry Pie eating contest – 4:30pm June 18, 2017

Old Business

I. Cotuit Town Manager Mark Ell’s Site visit –

- Loop Beach sign not to be replaced at the top of the hill but will be replaced and mounted closer to the parking lot.
- Memorial Park project pending more specific “wish list” from Association in concert with adjoining land owners.
- Lowell Park and Main Street intersection grassy knoll – likely target for illegal parking. Fencing will be installed and the area beautified – surveying already begun.
- Waldorf School field - low priority to even the grass. A Town-wide study of all fields is underway. This field is controlled by the Waldorf School during school hours but is otherwise available for public use. As such, it should be included in the Town study.

II. July 4th Parade –

- Budget slightly lower this year due to no cost of signage this year and new vendor for Porta John (PINA Sanitation).
- Volunteers needed especially at the Post Office on School Street. Dave will send emails enlisting people
- Donation box to be placed at Coop as approved by Meghan at the store 1 week prior. Leslie to arrange.

III. Fire District – 3 divisions: Water, Fire, Prudential. Jim encourages everyone to attend their meetings and become more aware of how the budget is allocated and how the divisions function. We will be better advocates for our Association’s mission to educate the community through our own broadened understanding.

IV. Announcement for future meetings –

- June meeting > Town Manager to discuss water quality with a focus on the town of Barnstable as a whole
- July > Cotuit Water Department will speak about the progress on the cell towers.

New Business

- ### I. *Cotuit Currents* – newsletter time consuming and space is limited. It has traditionally been used to provide information regarding events held by the non-profit entities active in the Village, and has been a valuable tool in this regard. Carol mentioned one role should be using newsletter, or perhaps separate communication methods like e-mails, for announcements to

enhance shared governance to get townspeople involved and aware in advance of upcoming issues that require their vote – the solar project was used to exemplify this and dictated the format.

- II. **Three Bays Preservation** – now renamed “Barnstable Clean Water Coalition” under a new director who does not feel that dredging is a part of their newly defined mission. Given that the permit process has already been started for Sampson’s Island dredging project and is very close to conclusion, Three Bays expects that it will be completed but will be handed off to the town for the actual work. Therefore, we should not expect activity of dredging to occur in 2017.
- III. **Flags Along Main Street** – Cotuit/Santuit Historical Society has in the past been responsible for the purchase and maintenance of the flags for the 4th of July displayed along Main Street. The Board does not believe that it would be appropriate for the Association to contribute to the cost of this.

The meeting adjourned at 9:00 PM.

Respectfully submitted,

Leslie Leveille, Acting Secretary; transcribed, Thomas K. Burgess, Secretary



P. O. Box 121
Cotuit, MA 02635
Minutes

**Executive Board Meeting with Town Manager and others, Friday, May 5,
2017,
Freedom Hall, 8:00 a.m.**

Present:

Executive Board: Jim Dannhauser, Phyllis Miller, Natalie Spence, Tom Burgess, Bill Babcock, Chris Gargiulo, Mike Scanlon, Carol Zais

Town Councilor: Jessica Rapp Grassetti

Town Officers: Mark Ells, Town Manager; Dan Santos, DPW; Paul Roma, Buildings and Grounds; Ellen Jenkins, Growth Management; Derek Lawson, Natural Resources; Richard Scali, Regulatory Services

Jim Dannhauser welcomed attendees and reviewed a short list of village concerns before the scheduled site visits to various areas in the village. Jim noted that the Town authorities had been very responsive to concerns raised in prior year meetings, and thanked the attending officers for that effort. The group then toured Riley's Beach, Loop Beach, Memorial Park, the Town Dock, the Waldorf School fields, Ropes Beach and Cordwood Landing.

1. **Water quality issues in Cotuit Bay.** Mark Ells and Dan Santos both spoke to this concern, announcing the formation of a Nitrogen Mitigation group whose members will include a Representative from U. Mass. Dartmouth, a coastal modeler, the Town councilors from the Three Bays area, Scott Horsely of Horsely and Witten, and representatives from Three Bays, Inc. Interested citizens are welcome to apply to join the committee by contacting Mark Ells or Dan Santos. The study by the Town, APCC, and Three Bays, to identify major storm run-off sites of concern is ongoing. The Town is

preparing to work hard on this topic as it identifies the ways in which the problem can be alleviated. Storm water is the first concern. Mark Ells will speak to this subject at the Monthly Association meeting in June.

2. Dredging of channel between Sampson's Island and Riley's. Need Town support. Channel from Cotuit Bay to last red channel and beyond require dredging as well. Mark Ells and Dan Santos said that it was their belief that Three Bays was continuing to move on the Island project and were in need of one remaining permit. Availability of a dredge should not be a problem. However, the Town and County are researching the need for a second dredge.
3. Remove phragmites at Ropes and elsewhere, especially on southern portion of Main Street. Cut vegetation at intersections with Main Street. Prune trees as needed. Phragmites control is scheduled for late Spring at Ropes. At the on-site visit, consideration was given to a third low fence in the area to the south of the current boundary of the beach to provide for additional dinghy placement. The Town is planning to remove the cement bollards along the foot of Old Shore Road.
4. Memorial Park – flag lighting protocol. Spring and fall plantings. Tree removal and walkway repair/move and other overall improvements. On-site, Natalie Spence explained the work that she, Leslie Leveille, and Chris Gonnella had done so far in developing a plan for Memorial Park. There was general agreement that the Park needs attention, including tree removal and pruning, repositioning the flag pole, walks and monuments. The Town will provide resources to help formulate a new plan for the park which could be circulated for comment among the various users of the Park.
5. Road paving needs.
6. 671 Main Street status.
7. Continue with “Beach Guard” at Loop Beach 7 days a week and keep beach clean with weekly raking, seaweed removal, etc. On-site, there was approval of the state of Loop Beach and the new wooden guard rails along Ocean View Ave. The new parking spots on the rise toward Main Street need surfacing along the shoulder.
8. Continue to enforce parking rules (No Parking, Beach Sticker only, etc.) throughout Village. Enforce no idling rules at beaches and other spots throughout Village.
9. Enforce time limit on tie-up at Town Dock and vessel size and storage rules at all locations. There is signage at the dock which instructs owners to stay with their vessels. Derek Lawson stated that problems that occur in the summer are handled relatively quickly as Natural Resources staff can have conversations with offenders. On-site Jessica Grasseti asked that the ‘porta-

potty be placed at the very edge of the parking lot bay the fence at the beach to avoid obstruction of the camera overlooking the big-belly trash bins. The fence that was removed to the north of the rain garden will not be replaced. The beach roses there provide an adequate barrier.

10. Improve Cordwood Landing, which is a Town way to water, and consider Big Belly receptacle for that area as well as end of Little River Road at water. This area was visited. Old cement bollards will be removed.
11. Santuit River crossing on Old Kings Road.
12. Address Riley's Beach erosion. This area was visited. The town will arrange for a clean-up of the wrack and consider moving rocks back onto the southern jetty.
13. Traffic flow on Putnam just below 28 (CVS/Dunkin Donuts)
14. Resurface fields behind the Waldorf School. This site was visited. Town officials noted that a general review of Town fields is underway. The field is Town property and needs to be filled and graded so that the public can use it safely. The resurfaced tennis courts are a success.
15. Repair water diverters on Old Shore Road. This is ongoing as part of the APCC study.
16. Jim Dannhauser noted that some trees along the streets of the village need pruning before they shed limbs. The Town arborist, Jeremiah Pearson, will service trees that are suggested via "see, click and fix" or contact with Dan Santos.
17. Lowell Ave. This area was viewed in passing. The Town will look at improving the state of the corner at Lowell and Main. No Parking signs on the south side of Lowell may be adjusted to allow parking where it can be done safely off the roadway.

Banking Summary - Last year
1/1/2016 through 12/31/2016

7/10/2017

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Category	1/1/2016- 12/31/2016
INCOME	
Donation	13,945.00
Dues	7,950.00
TOTAL INCOME	21,895.00
EXPENSES	
Advertising	851.50
Bank Charge	20.00
Christmas In Cotuit	2,344.34
Craftfest	65.00
Insurance	2,991.00
July 4th Parade	6,146.30
Office	145.99
Postage	3,551.32
Printing	3,553.45
Tax	
State	15.00
TOTAL Tax	15.00
Yearbook	395.00
TOTAL EXPENSES	20,078.90
OVERALL TOTAL	1,816.10



P. O. Box 121
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Minutes

Executive Board Meeting, Tuesday, August 1, 2017, Cotuit Library, 7:00pm

In attendance: James Dannhauser, Phyllis Miller, Natalie Spence, Tom Burgess, Bill Babcock
Dave Doyle, Chris Gargiulo, Leslie Leveille, Carol Zais

Guest: Jessica Rapp Grasseti, Town Councilor

Absent: Dick Hamilton, Fred Johanson, Mike Scanlon

- I. **Secretary's Report:** The minutes for June 6, 2017 were approved.
- II. **Treasurer's Report:** The Treasurer's report to July 31, 2017 was approved. It was noted that donations were down in comparison to previous years. The later mailing of the renewal letter is believed to be the cause.
- III. **Precinct 7 Report:** Jessica Rapp Grasseti
 - There are problems concerning group housing at 54 Sandalwood Road. The police have been on site and the neighborhood watch is involved. Other group houses have been quiet.
 - Cyanobacteria levels have lessened at Lovells Pond, and it is now open for swimming – no pets however.
 - Potholes in the parking lot opposite the KettleHo have been addressed
 - Old Shore Road remains difficult with trailers waiting to use the Hoopers Landing ramp slowing up through traffic. Encroachments by abutting residences are a problem. Jessica is looking to set up a committee to examine the whole situation at this site, inclusive of boat and kayak storage.
 - 671 Main St. condo development still has no certificate of occupancy. Phyllis Miller noted the dead trees at the front of the property may pose a danger to the power lines.
 - Route 28 studies continue at State and Cape Cod Commission level. A recent meeting at the Mashpee Library concerning Route 28 toward the Mashpee rotary was attended by 80 people.
 - Stuart Bornstein avers he will repair the Windmill Square windmill vanes this month.
 - August 14 at 7:00 PM there is a review of the proposed amendment to the solar overlay protocol. Jessica urges attendance. This will prevent clear cutting within 500 feet of a town well head.

Old Business

- I. **Memorial Park:** on hold at the moment. The next steps will be to involve the interested parties, Craft Fest, Brush Off, Library and others in the planning process. Perhaps an interest group such as “The Friends of Memorial Park” can undertake to move this along.
- II. **Nominating Committee:** Tom Burgess reported that the retiring members of the Board, himself, Jim Dannhauser, Bill Babcock and Chris Gargiulo had all expressed a willingness to stay on. The Nominating Committee recommended that they be re-elected for another term, and the Board voted to accept this recommendation.
- III. **Report of Fire District Meetings:** Carol Zais gave a brief run-down of the month’s Fire District meetings. The Water Commissioners are exploring harvesting lumber from their property and are commencing a review of the water rates.
- IV. **Citizen Handbook:** Jim Dannhauser followed up on comments made at the previous meeting that the Citizen Guide revisited by the Prudential Committee is not a publication for which the Civic Association is responsible. It could include a page with our mission statement and schedule of public meetings.
- V. **Sampson’s Island:** The status of this project remains in limbo. The Army Corps have not yet issued their permit though that has been expected. A group has appealed the State’s issuance of a permit. This will be contested in September. If delays occur, no dredging can occur this winter. Chris Gargiulo noted the presence of foul smelling methane producing detritus that comes up from below the new southwesterly protrusion of the point.
- VI. **Fourth of July Parade:** Dave Doyle produced a spread sheet indicating that expenses this year ran some \$500 less than last. At issue are the number of entrants who have handed out items with company logo etc. contrary to the parade rules that no advertising be done. Dave is considering banning those who have broken this rule. A discussion ensued concerning this topic, and it was agreed to discuss it further at a future meeting.

New Business: There was no new business.

The meeting adjourned at 9:00 PM.

Respectfully submitted,

Thomas K. Burgess, Secretary



P. O. Box 121
Cotuit, MA 02635

Minutes

Executive Board Meeting, Tuesday, September 5, 2017, Cotuit Library, 7:00pm

In attendance: James Dannhauser, Phyllis Miller, Natalie Spence, Tom Burgess, Bill Babcock, Dick Hamilton, Fred Johanson

Guest: Jessica Rapp Grasseti, Town Councilor

Absent: Dave Doyle, Chris Gargiulo, Leslie Leveille, Mike Scanlon, Carol Zais,

- I. **Secretary's Report:** The minutes for August 1, 2017 were approved.
- II. **Treasurer's Report:** The Treasurer's report to August 31, 2017 was approved. It was noted that dues and donations had come up and exceeded the total of 8/31 last year. Donations included \$750.00 from the 5k race.
- III. **Election of Officers:** A motion made by the Nominating Committee to re-elect the incumbent officers for the new year was seconded and approved. Officers: Jim Dannhauser, President; Phyllis Miller, Vice President; Natalie Spence, Treasurer; Tom Burgess, Secretary; Bill Babcock, Assistant Secretary.
- IV. **Precinct 7 Report:** Jessica Rapp Grasseti
 - The demolition of the structure at 56 High Street next to the Fire Station has been stayed for 18 months by the Town Historical Commission. The abutters have expressed interest in saving the structure by moving it onto their own property. If that occurs, the stay will be vacated.
 - Sampson's Island: Zee Crocker reports that the permit from the Army Corps of Engineers has been issued and the appeal to the State against the project has been denied. It remains to be seen if the county dredge is available for the work this Autumn.
 - The zoning amendment limiting clear cutting for solar arrays which Jessica Rapp Grasseti sponsored passed unanimously at the Town Council
 - Replanting of the area cut for the solar array proposed by the Cotuit Water Company should start in September.
 - There is a set of photos on the Water Company website which show the height of the balloon which was sent aloft to show the height of the proposed cell tower at the old water tank site on Main St. Applications have been sent to the Town for permits and will go next week to the Cape Cod Commission.
 - **Elections:** On September 19 citizens will be asked to approve a proposition 2 ½ override to allow funding of the Cape Cod Tech Project outside the Town's operating budget. On Oct 24, 12 communities will vote up or down to allow the Cape Tech project to go forward. Tuesday, November 7 is regular election day.
 - On September 6 registration opens for Autumn recreation programs run by the Town.
 - The requests made by Stuart Bornstein's Dockside project in Hyannis to the Town Council have been tabled and a committee has been formed to review the entire project.
 - 671 Main St: Cotuit Residences condominium. Jessica has learned from an outside source that the current developer has requested that the units other than affordable be made available for rent by

the developer as no buyers for the units have been found at the asking price. This is apparently under review by the Town attorneys. If the attorneys agree that this is a substantive change in the original comprehensive permit, it will have to be brought to the Zoning Board of Appeals. No notice will be given to abutters et al., but public comment will be allowed. A discussion followed on how best to communicate this information to the village.

- Jessica has received customary complaints about speeding and lack of enforcement. In fact, the police have been very much in evidence in Cotuit over the summer. The Fire District's by-laws empower them to hire a law enforcement officer. That might be an avenue to get a summer patrol for the village.
- A move is being made to question the length of Town parking stickers' validity – currently from January to December. The idea would be to limit stickers to the period from Memorial Day to Labor Day.
- In response to a question, Jessica noted that the recent dissolution of the Water Resources Advisory Committee occurred because that committee had fulfilled the task set before it. A new committee will be formed to address the task of funding whatever plans the Town chooses to adopt to address water quality.

Old Business

- I. **Memorial Park:** Natalie met with Chris Gonnella today as did Tom Burgess later. Everyone is agreed on the need for a plan to be presented. After discussion, it was agreed that Natalie will write up a conceptual plan for the park which can be presented first to the major players and users of the park other than the Civic Association: The Church/Craft Fair, the Library, and the Cahoon Museum/Brush Off. Natalie will also research getting a formal landscaping plan for the model which she, Leslie and Chris have agreed upon. Tom Burgess offered to donate to that effort.
- II. **Fourth of July Parade:** In the absence of Dave Doyle, Jim Dannhauser spoke to some of the concerns raised by Dave in the last meeting. There was general agreement that the Board did not wish to interfere in Dave's command of the parade. There will be an effort to make participants adhere to the following: **only candy and beads may be handed/thrown out by parade participants; no vehicles should have demarcation of business use. Banners [Cotuit Library, Historical Society etc.] may be carried by walkers only.**
- III. **September Public Meeting:** The September meeting will be held at **The Cotuit Library** to avoid a conflict with the proposition 2 ½ override election which will be running at Freedom Hall. Amy Crouteau from the Town's Department of Natural Resources will speak on Cape Cod Wildlife.

New Business: There was no new business.

The meeting adjourned at 8:05 PM.

Respectfully submitted,

Thomas K. Burgess, Secretary



P. O. Box 121
Cotuit, MA 02635

Minutes

Executive Board Meeting, Tuesday, October 3, 2017, Cotuit Library, 7:00pm

In attendance: James Dannhauser, Phyllis Miller, Natalie Spence, Tom Burgess, Bill Babcock, Dave Doyle, Chris Gargiulo, Dick Hamilton, Fred Johanson, Leslie Leveille, Mike Scanlon, Carol Zais

- I. **Secretary's Report:** The minutes for September 5, 2017 were approved.
- II. **Treasurer's Report:** The Treasurer's report to September 30, 2017 was approved. It was noted that dues and donations had come up and exceeded the total of 10/30 last year. Donations included \$750.00 from the 5k race.
- III. **Precinct 7 Report:** In the absence of Jessica Rapp Grasseti, Jim Dannhauser gave a report on items she had communicated to him.
 - **671 Main St.** The Town Attorney reports that there are 2 buyers interested in the market units and that the rental request is currently not active. However, the Town Attorney's office is still researching the legal issues concerning that request. No occupancy permits have been issued for the property.
 - **Pine Ridge Road.** The upgrade to the private road has been delayed by a need for further review by the Town Conservation Department.
 - **Main St.** A portion of Main St. in the Highgrounds will be resurfaced to remediate cuts created by the gas line renewal.
 - **The Town Roads Committee** will meet at 5:30 PM on Oct. 23 to review road improvements to private roads. Improvement to Old King's Road will be an item on the agenda.

Old Business

- I. **Memorial Park:** Natalie has secured a person to draw the draft proposal for improvements to Memorial Park. That should be accomplished in about 2 weeks. Following that, she can p/resent the plans to the Federated Church, The Library and the Cahoon Museum as principal users of the park. Tom Burgess suggested that following that a public meeting might be held to gather feedback for villagers.
- II. **General Meeting:** Since the September Meeting was canceled due to inclement weather, our by-laws stipulate that Association have one further meeting. After discussion, it was agreed to hold a meeting at Freedom Hall on Tuesday, November 28 at 7:30 PM.
- III. **Special Elections:** Jim Dannhauser reminded the Board of the forthcoming vote on October 24. Polls will be open from 12:00 noon to 8:00 PM. This is a straight up or down vote by the participating towns to approve the expending of funds for the new Cape Cod Technical School. The aggregate vote will decide the question. A discussion followed concerning the value of having an up-to-date technical school to train students for future employment on the Cape.
- IV. **Sampson's Island:** The administrative judge who vacated an appeal of the state DEP permit for this project has reversed himself and a hearing will be held in Boston on December 7. At the very least,

this may hold up the project for the coming year. Zenas Crocker will testify and can enter comments in support of the project sent to him. Barnstable Clean Water Coalition is seeking support from Village entities, particularly the Cotuit Mosquito Yacht Club. Support for the project may be expressed by letter to him or by appearing as a witness at the appeal and testifying under oath. Discussion ensued noting that the dredging at this area has been on the ‘Concerns of Cotuit’ list since Town Manager’s visit began some years ago. Tom Burgess noted that the Town had dredged away a smaller portion of the point of Sampson’s within the last decade to reopen the navigable channel as surveyed. Jim will communicate to Zenas Crocker.

V. **Christmas in Cotuit:** Dave Doyle is happy with arrangements to date. The hay ride is secured and other aspects fall into place in November.

VI. **Fire District Meetings:** Carol Zais reported that the Prudential Committee had held a very short meeting touching on the development at the High St. property: the neighbors now do not wish to purchase the building. The needs assessment is ongoing. The Fire Commissioners are completing a review of the total legal expenses incurred by the District to respond to 2 persons making frequent public meeting complaints. They are reviewing septic architecture and roofing needs for district property. Ambulance billing rates will rise to conform with County standards. The Water Commissioners are working very hard on having clear goals for the fiscal years and meeting them. A forestry project is in its infancy. Restoration of the area clear cut for the abandoned solar project is ongoing but is proving to be a bigger job than anticipated. There was concern that the Town had installed a fence on the corner of Lowell Ave. and Main St. with a cut for the fire hydrant without consulting the Cotuit Fire Department. Jim Dannhauser thanked Carol for her attendance at District Meetings and her latest report.

VII. **Old Shore Road:** Phyllis Miller reported that a plan to rectify the encroachment of plantings etc. on the roadside at 24 Old Shore Road has been submitted to Conservation.

New Business: There was no new business.

The meeting adjourned at 8:00 PM.

Respectfully submitted,

Thomas K. Burgess, Secretary



P. O. Box 121
Cotuit, MA 02635

Minutes

Executive Board Meeting, Tuesday, November 7, 2017, Cotuit Library, 7:00pm

In attendance: James Dannhauser, Phyllis Miller, Tom Burgess, Bill Babcock, Dave Doyle, Fred Johanson, Leslie Leveille, Mike Scanlon, Carol Zais

Absent: Natalie Spence, Chris Gargiulo, Dick Hamilton

Guest: Jessica Rapp Grasseti, Town Councilor

- I. **Secretary's Report:** The minutes for October 3, 2017 were approved.
- II. **Treasurer's Report:** In the absence of the Treasurer, Jim Dannhauser reported from a conversation with Natalie Spence that there was little activity in October. A two-month report will be submitted at the next meeting.
- III. **Precinct 7 Report:** Jessica Rapp Grasseti reported the following:
 - **Roads:** The recent Roads Committee meeting was well attended. There is pressure to have Old Kings Road classified as a "connector road" which will make it eligible for Town financed repair. Mashpee has a grant to upgrade its section of the road. Jessica will pursue links with Mashpee and the Town to repair the "culvert" over the Santuit River on this road.
 - **Cell Tower:** Tuesday, 11/21/17, at 5:00 PM, the Cape Cod Commission will hold a public meeting at Freedom Hall to discuss this project with the public. The key question is timing. There is a link to the website at the CCC via Jessica's blog at <https://barnstableprecinct7.com/>
 - **Old Shore Road:** The pile of wood chips is being removed and the Layland Cypresses parallel to the shore are being removed from the property at the southwest corner. The trees will be replaced with Red Cedars set back from the coastal bank. Jessica would like to form a committee of interested members of the board/villagers and town officials to grapple Old Shore Road especially from Ropes Beach to Hooper's Landing and its heavy use during the warmer months. There was discussion of the removal of the concrete posts along Old Shore Road.
 - **Storm Water Mitigation:** The APCC, BCWC and the town are proceeding with this project in the Three Bays area. A survey is ongoing at Little River and Ropes Beach.
 - **Memorial Triangles:** In response to complaints received, the Town has mandated that temporary signs for yard sales, road races, shop openings etc. must **not** be placed on memorial areas on or in Town roads. They will be removed if placed there.
 - **671 Main St.** The project is on the threshold of receiving certificates of occupancy but there are some items on the sign-off list. The project allows for rental of the market units but leases can be no shorter than twelve months and no sub-letting is allowed. There were questions as to how anyone would monitor this. Two units have deposits on them with buyers eager to take up residence. The age 55+ stipulation for residents is not on the signs on site but is on all MLS listings. The developer has lost access to Town funds of some \$130,000 because of lateness, with which sum he was intending to fund the required "sinking fund" for maintenance of the property.

He is requesting that the buyers' deposits be used for that. Jessica doubts that that will be allowed. There is concern that the project may wither and be left in the hands of the Town.

- **Riley's Beach:** The "Big Belly" needs IT attention. The solar unit is not activated and the light informing users that the container is full or ok to use is not flashing.

Old Business

- I. **Sampson's Island:** The administrative hearing officer who vacated and re-instated an appeal of the state DEP permit for this project has now cancelled the December 7th hearing in Boston. Both parties must submit affidavits for review for an eventual hearing in January or February. Letters supporting the project are urgently needed to go in hard copy to Zenas Crocker, Barnstable Clean Water Coalition, 864 Main Street, Post Office Box 215, Osterville MA 02655.
- II. **Christmas in Cotuit:** Dave Doyle reported that everything was on track and presented the 2017 budget for the event. There was a slight increase in the budget for a few new strings of lights for the Christmas tree. They stay up a long time as the Association is beholden to Bartlett Tree to remove them at its convenience. Pizza people need to have disposable gloves on when handing out food. The Association will continue to cover part of the cost of the magician at the Cotuit Library.
- III. **Memorial Park:** Leslie Leveille and Jim Dannhauser drew attention to the preliminary drawing for improvement of the Memorial Park. Discussion with the Library, Church/Craft Show and Cahoon Museum are being scheduled. The project has been simplified now as a one-time improvement instead of in a series of phases. The general meeting of the Association on November 28th at Freedom Hall will seek to elicit public comment and support for this project.
- IV. **General Meeting:** Since the September Meeting was canceled due to inclement weather, our by-laws stipulate that Association have one further meeting. After discussion, it was agreed to hold a meeting at Freedom Hall on Tuesday, November 28 at 7:30 PM.
- V. **Fire District Meetings:** Carol Zais on October meetings: The Prudential Committee: 56 High St. is still on a no demolish hold. Work is being done at Freedom Hall, and an overhead projector system is planned. They are trying to formulate a "Request for Proposals" for a space needs assessment for the district. The Water Commissioners are facing a significant shortfall on income this year, much of it due to the wet summer and a significant decline in pumping for the year. The restoration project at the abandoned solar site is nearing completion. An upgraded surveillance security system for the wells is being worked on. The Fire Commissioners have been in executive session most of the month negotiating a union contract that will fall within budget.

New Business: There was no new business.

The meeting adjourned at 8:15 PM.

Respectfully submitted,

Thomas K. Burgess, Secretary



P. O. Box 121
Cotuit, MA 02635

Minutes
Executive Board Meeting, Tuesday, December 5, 2017, 7:00 PM
Cotuit Library

Present: James Dannhauser, Phyllis Miller, Bill Babcock, Chris Gargiulo, Dave Doyle, Leslie Leveille, Natalie Spence, Carol Zaëiss.

Absent: Tom Burgess, Dick Hamilton, Fred Johanson, Mike Scanlon

Guests: Henry O'Shaughnessy, Cotuit Fishing Tournament; Jessica Rapp Grasseti, Town Councilor

Presentation: For the "Cotuit Bass and Blue Shootout" fishing tournament, Henry O'Shaughnessy presented the Civic Association with a check in the amount of \$10,000 as a donation in support of the two annual events for children and their families that the Association sponsors: the Fourth of July Parade and Christmas in Cotuit. He noted that in 2017 the tournament had 90 anglers and 26 boats (despite a poor weather forecast) and had enlisted 52 sponsors, most at the \$200 level with two at the \$500 level.

I. Secretary's Report: The minutes of the Executive Board meeting of November 7, 2017, were approved as circulated.

II. Treasurer's Report: Natalie Spence presented the Treasurer's Report for the two months of October and November, 2017, noting that the donation from the Fishing Tournament would bring the Association's 2017 YTD income up to and just above its 2016 income level. The report was accepted.

III. Precinct 7 Report: Jessica Rapp Grasseti reported as follows:

- She thought that this year's "Christmas in Cotuit" had been superb.
- She called attention to the speeding sign recently installed on Putnam Avenue.
- She noted that a new wooden guard rail has been installed at Riley's Beach and reported that the town has removed the "big belly" trash compacter at Riley's and will reinstall it in the spring for the summer season.
- She is still in the process of putting together a group to work on the various issues related to Old Shore Road (both Phyllis Miller and Tom Burgess have indicated their interest in serving on the group).
- She indicated that the comments she has received on the plan to re-landscape Cotuit Memorial Park had all been basically positive and that she herself is ready to help in any way she can. She thinks, also, that a "Friends of the Park" group is a good idea. [In this connection, Natalie noted that the next step will be for her to get back in touch with Chris Gonnella of Town Buildings and Grounds to bring him up to date and to consider how best to proceed toward funding and implementation.]

- She also reported (a) that there have been no new developments in relation to 671 Main Street; (b) that the delay in paving Pine Ridge Road was at least partially due to an error in the approved work order which had to be amended to include reference to Waquoit Road; and (c) that there will be a hearing on December 14 on the Water Department's proposed antenna tower before the full Cape Cod Commission (the sub-committee that first reviewed the proposal has forwarded it to the full Commission, an action which amounts to a positive recommendation).

Old Business

1. **Christmas in Cotuit:** Dave Doyle reported that all went smoothly with the one exception of a misunderstanding on the boat that brought Santa to the town dock. As a result of that misunderstanding, Santa arrived at the dock without flashing lights and sounding sirens. Next year both Dave and the Fire Chief will be on the boat to ensure that this does not happen again. Dave also noted that Tom Burgess' suggestion of lights around Santa's chair on the village green is an excellent idea, since the Santa was still seeing kids well after dark.
2. **2018 Meeting Schedule:** Jim Dannhauser presented the previously circulated proposed schedule of Board and public meetings for 2018. It was the sense of the meeting that the list of Board meetings be accepted with the deletion of the July 3 meeting (thus Board meetings on March 6, April 3, May 1, June 5, August 7, September 4, October 2, November 6, and December 4). It was noted that the proposed schedule of public meetings had several date errors. Jim will circulate a revised list correcting those errors. The idea of public meetings on the appropriate dates (third Tuesdays) of the relevant months (May, June, July, August, and September) was accepted.
3. **Fire District Meetings:** Carol Zais reported as follows:
 - The Prudential Committee apparently keeps changing its times of meeting, and the minutes of its most recent meetings have not yet been posted. It is continuing, however, to work on a "request for proposals" for a space needs assessment for the Fire District.
 - The Water Commission appears to be working well and effectively. It will be addressing a request from the Prudential Committee to review the water rates for the district. It is also facing a shortfall on needed repairs and upgrades to the water system (including security cameras, etc.) and will probably be bringing a request for additional funding to the District annual meeting in May. The commissioners are also keeping an eye on developments at 671 Main Street due to the close proximity to the zone of contribution to one of the District's wells.
 - The Fire Commissioners are trying to wrap up the negotiations for a new union contract. They are also working on IT upgrades.

There was no new business.

Adjournment: The meeting was adjourned at 7:50 PM.

Respectfully submitted,

William Babcock, Secretary *pro tem*
Thomas K. Burgess, Secretary