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CAPE COD
COMMISSION

Minutes
Meeting of
Cape Cod Commission

June 25, 2015

The meeting was convened at 3:00 p.m., and the Roll Call was recorded as follows:

Town	Member	Present
Barnstable	Royden Richardson	✓
Bourne	Vacant	Vacant
Brewster	Elizabeth Taylor	✓
Chatham	Michael Skelley	✓
Dennis	Richard Roy	✓
Eastham	Joy Brookshire	✓
Falmouth	Charles McCaffrey	✓
Harwich	Jacqueline Etsten	Absent
Mashpee	Ernest Virgilio	✓
Orleans	Len Short	✓
Provincetown	Mark Weinress	✓
Sandwich	Harold Mitchell	✓
Truro	Kevin Grunwald	✓
Wellfleet	Roger Putnam	✓
Yarmouth	John McCormack, Jr.	✓
County Commissioner	Mary Pat Flynn	✓
Minority Representative	John Harris	✓
Native American Rep.	Danielle Hill	Absent
Governor's Appointee	Vacant	Vacant

The meeting of the Cape Cod Commission was called to order on Thursday, June 25, 2015 at 3:00 p.m. in the First District Courthouse, Assembly of Delegates Chambers, Barnstable, MA. Roll was called and a quorum established.

Chair Richard Roy welcomed and introduced Mark Weinress who was recently appointed as the Provincetown Representative to the Commission. Mr. Weinress said he was a member of the Provincetown Planning Board and recently stepped down as the Chair. Mr. Weinress said his professional experience is in architecture and design and he is excited in getting a broader vision here at the Commission.

■ **SUMMARY OF ACTIONS TAKEN/VOTES:**

2015 Cape Cod Comprehensive Economic Development Strategy (CEDS) Annual Report

Commission Staff presented the 2015 CEDS Annual Report to the Commission. Following the presentation and discussion the Commission voted unanimously in favor to approve and submit the 2015 CEDS Annual Report to the U.S. Department of Commerce Economic Development Administration.

Election of the Slate of Officers of the Cape Cod Commission

The Commission voted unanimously in favor to elect the following candidates as Officers of the Cape Cod Commission for the term beginning July 1, 2015 through June 30, 2016 for Chair, Richard Roy; Vice-chair, Harold Mitchell; and Secretary, Jack McCormack.

■ **EXECUTIVE DIRECTOR'S REPORT**

Executive Director Paul Niedzwiecki provided an update on the Section 208 Wastewater Management Plan and said the Commission filed the final piece on June 1st. He said Governor Baker certified the Plan two weeks ago, the Plan goes to the Environmental Protection Agency (EPA) and they have until September 15 to approve the Plan. Mr. Niedzwiecki said last night at the Harwich Regional High School an informational session was held on the designation of Wastewater Management Agencies for Cape towns and he and staff gave a presentation on the next steps. He said with the Governor's certification of the Plan the Commission is moving forward with the next steps. Mr. Niedzwiecki said the Commission has begun the process for the five-year review of the Regional Policy Plan (RPP), the Commission is going through the internal review right now and will begin working with the RPP Ad Hoc Committee.

■ **MINUTES**

The minutes of the May 28, 2015 Commission Meeting were reviewed. Harold Mitchell moved to approve the minutes. Roger Putnam seconded the motion. The motion passed with 13 votes in favor and 2 abstentions.

■ **2015 CAPE COD COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY ANNUAL REPORT**

Leslie Richardson, Economic Development Officer at the Commission, with the use of PowerPoint slides presented the Cape Cod Comprehensive Economic Development Strategy (CEDS) Annual Report. Ms. Richardson said the Commission did a five-year update last year and this is the first year of the five-year Plan. She said the purpose of the CEDS is that it provides a consensus on vision and goals for economic development on Cape Cod, it maintains status of Economic Development District (EDD) designation by the U.S. Economic Development Administration (EDA), and provides eligibility for US EDA funding for economic development planning and priority projects. Ms. Richardson explained the CEDS planning process, the vision and goals based on the Commission's Regional Policy Plan (RPP)—low impact and compatible development, a balanced economy, regional income growth, infrastructure capacity, regional collaboration and joint commitment—and priority issue areas. She explained the CEDS Evaluation and said they evaluated the region for distressed census tracts, gross regional product, employment, and wages. She said the CEDS planning goal is to provide a forum for local and regional organizations to be actively involved in determining and executing economic development policies and projects. She explained CEDS planning and implementation funding, economic development outreach and said it forms strong partnerships such as the SmarterCape Partnership and RESET Project Towns. She explained accessibility of information through STATSCapeCod, the annual work plan and the level of effort for planning, research, outreach, data dissemination, regional priority projects and RESET projects. Ms. Richardson explained the estimated percent of project completeness in Year 1 and the selected goals for Year 2—RPP update; STATSCapeCod; continued expansion of regional services; Cape Cod Capital Trust Fund; and RESET Projects in Orleans, Mashpee, Barnstable, and Falmouth. Ms. Richardson said another SmarterCape Summit is also planned for Year 2.

Jack McCormack inquired about a grant that would be ending.

Leslie Richardson said it's a \$60,000 planning grant from the EDA. She said the Commission will continue with the work and will continue to pursue another grant.

Elizabeth Taylor congratulated Ms. Richardson on a great product. Ms. Taylor inquired about e-Permitting, asked if it's keying into regional discussions, and asked if OpenCape is going to be made available to all towns.

Kristy Senatori, Deputy Director at the Commission, said the Commission has implemented e-Permitting in three pilot towns—Nantucket, Chatham, and Yarmouth. She said Orleans, Falmouth, and Sandwich have expressed interest as well. Ms. Senatori said they are assessing the data that they are getting back. She said in regard to OpenCape they have worked on a regional area network and they continue to work with towns.

Elizabeth Taylor inquired about an integrated infrastructure project and asked if that meant the County is getting involved. She said in regard to when a road opening is done would that help with burying of power lines.

Paul Niedzwiecki said it started as a data project and said it would work when looking at capital plans. He said the Commission is investigating that now. He said regarding burying power lines, that has been part of the discussion and that will be one of the priority discussions over the next several months.

Royden Richardson said the CEDS is a marvelous report. He said in terms of getting the message out do we have an outreach program.

Leslie Richardson said the Commission has a communications department that they can work with more regarding outreach.

Jack McCormack moved to approve and submit the 2015 Cape Cod Comprehensive Economic Development Strategy Annual Report as presented to the U.S. Department of Commerce Economic Development Administration. Elizabeth Taylor seconded the motion. A vote called on the motion passed with a unanimous vote of the Commission.

■ ELECTION OF THE SLATE OF OFFICERS OF THE CAPE COD COMMISSION

Chair Richard Roy said at the May 28, 2015 Commission meeting the Nominating Committee presented its recommendation for a Slate of Officers to the Commission for the positions of Chair, Vice-chair, and Secretary for the term beginning July 1, 2015 through June 30, 2016. He said the candidates for the Slate of Commission Officers recommended by the Nominating Committee are Richard Roy for the position of Chair, Harold Mitchell for the position of Vice-chair and Jack McCormack for the position of Secretary.

Royden Richardson moved to elect the following candidates as Officers of the Cape Cod Commission for the term beginning July 1, 2015 through June 30, 2016 for Chair, Richard Roy; Vice-chair, Harold Mitchell; and Secretary, Jack McCormack. Joy Brookshire seconded the motion. A vote called on the motion passed with a unanimous vote of the Commission.

■ OTHER BUSINESS

Chair Richard Roy announced that a request from the Executive Office of Energy and Environmental Affairs/Office of Coastal Zone Management was made regarding the re-appointment of the Commission's Representative on the Commonwealth's Ocean Advisory Commission. He said Mr. Niedzwiecki indicated that he would be asking that Heather McElroy be re-appointed for another term as the Commission's Representative on the Ocean Advisory Commission. Mr. Roy complimented Ms. McElroy for her participation on the Ocean Advisory Commission.

A motion was made to adjourn at 3:40 p.m. The motion was seconded and voted unanimously.

Respectfully submitted,

Harold Mitchell, Secretary

List of Documents Used/Presented at the June 25, 2015 Commission Meeting

- Minutes of the May 28, 2015 Commission meeting.
- Handout material: June 25, 2015 Commission meeting agenda.
- Handout material: Executive Summary from the 2015 Cape Cod Comprehensive Economic Development Strategy (CEDS) Annual Report.
- Material presented: PowerPoint slide presentation on the 2015 Cape Cod CEDS Annual Report prepared and presented by Commission staff.