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CAPE COD
COMMISSION

Minutes

Cape Cod Commission Member Workshop

April 16, 2015

The workshop was convened at 3:00 p.m. and member attendance is as follows:

Town	Member	Present
Barnstable	Royden Richardson	Absent
Bourne	Michael Blanton	Absent
Brewster	Elizabeth Taylor	✓
Chatham	Michael Skelley	✓
Dennis	Richard Roy	✓
Eastham	Joy Brookshire	Absent
Falmouth	Vacant	Vacant
Harwich	Jacqueline Etsten	✓
Mashpee	Ernest Virgilio	✓
Orleans	Len Short	Absent
Provincetown	Vacant	Vacant
Sandwich	Harold Mitchell	✓
Truro	Kevin Grunwald	✓
Wellfleet	Roger Putnam	✓ (<i>left at 4:05 pm</i>)
Yarmouth	John McCormack, Jr.	✓
County Commissioner	Mary Pat Flynn	Absent
Minority Representative	John Harris	✓
Native American Rep.	Danielle Hill	✓
Governor's Appointee	Vacant	Vacant

The Cape Cod Commission Member Workshop was held on Thursday, April 16, 2015 at 3:00 p.m. at the Cape Cod Commission, 3225 Main Street, Barnstable, MA. A quorum was established with 11 Commission members in attendance.

■ **SUMMARY OF WORKSHOP:**

Section 208 Wastewater Management Plan Update

Update presentation and discussion on the Section 208 Wastewater Management Plan.

Regional Policy Plan Five-Year Update

Update presentations and discussion on the process for the five-year update of the Commission's Regional Policy Plan.

Chair Richard Roy noted that since Vice-chair Andrew Putnam has resigned as the Falmouth Representative, he has appointed Jack McCormack to finish Mr. Putnam's term as Vice-chair and Harold Mitchell will finish the Secretary's term both of which end on June 30, 2015.

Chair Richard Roy also noted that Andrew Putnam and Austin Knight sat on the Ad Hoc RPP Committee and since they have both resigned as Commission Representatives, Jack McCormack and Elizabeth Taylor would be moving from alternates to replace those vacancies on the committee. He said Danielle Hill will be an alternate member of the committee and a second alternate is needed if anyone is interested in participating on the committee.

Executive Director Paul Niedzwiecki said today Commission staff will be providing updates on the 208 Wastewater Management Plan and the process for the five-year review of the Commission's Regional Policy Plan.

■ **SECTION 208 WASTEWATER MANAGEMENT PLAN UPDATE**

Erin Perry, Special Projects Coordinator at the Commission, with the use of PowerPoint slides provided an update and overview of the plan that was submitted to the Department of Environmental Protection (DEP) on March 16, 2015. She explained the process and stakeholder meetings that were held and outlined the chapters in the 208 Plan regarding policy; permitting; solutions and technologies—reduction, mediation, restoration; evaluation; cost—how to pay for solutions; and implementation—information, support, regulatory reform and cost.

Ms. Perry said they are now going through the process of designating Wastewater Management Agencies (WMAs) and said designation of WMAs and submission to the DEP are required by June 1st. She described the role of WMAs and said they are going through the process with towns now. She said they finished the first round of sub-regional meetings on the Upper Cape this morning and they will be holding a second round of sub-regional meetings in May. She said following that the next steps are to submit WMA designations to DEP on June 1st and the 208 Plan has to be approved by the Environmental Protection Agency (EPA) by September.

Michael Skelley inquired about the CLF law suit being re-initiated. Paul Niedzwiecki said he believes the CLF is impressed at the level of effort from the towns. Mr. Skelley said working together with other towns as a district works and said it's a reasonable solution to what they are trying to do.

Jack McCormack inquired about the 28 entities noted in the Plan and Mr. Niedzwiecki explained what those entities are within the 15 towns.

John Harris asked if the CLF has demonstrated that they will help to resolve the problem. Paul Niedzwiecki said that is not their role. He said the CLF wants septic systems to be classified as a point source discharge. Mr. Harris said it's important to have CLF be part of the process.

Jack McCormack said WMAs are independent and do not need to go to Town Meeting and that's a good thing. He said if it had to go to Town Meeting it probably would not happen because of money.

■ REGIONAL POLICY PLAN FIVE-YEAR UPDATE

Kristy Senatori, Deputy Director at the Commission, with the use of PowerPoint slides explained the process for reviewing the Regional Policy Plan (RPP) and said the process is different from the process in 2009. She provided an overview of the stakeholder meetings that they have had to date and said the Commission has a number of tools to assist with the process. She said the Commission is taking two approaches: external—working with stakeholders looking at the past, present and future of Cape Cod—and internal—working with Commission staff and the Ad Hoc Committee looking at the MPSs in the RPP, the Act, LCPs and review impacts. She said a Historical Chronologies and Aerial Imagery tool has been developed that Commission staff will be presenting and following that Commission members will be participating in a group exercise using the tool presented by staff.

Jennifer Clinton, Special Projects Coordinator at the Commission, explained the Historical Chronologies tool as a web-based reference tool that features historic trends. She explained the research that was done and the types of information collected to develop the tool. She said the tool provides historic trends and the data sets have four major functions: built parcels, a map slider, statistics, and chronology with nine historic data points.

Bret Whiteley, GIS Analyst at the Commission, discussed the Community Characterization Project, described the community characterization data, and Cape Cod community metrics. He said the reference tool enables individuals to view historic trends, local and regional landmarks, stories and a map. Mr. Whiteley demonstrated how the tool can be used by illustrating the tabs for information, geographic content and chronology and showed how the chronology tab is separated into three categories for industry, infrastructure, and individuals from the 1700s to 2011.

At this point Commission members participated in a 30-minute group exercise utilizing the Historical Chronologies tool assisted by Bret Whiteley and David Still.

Paul Niedzwiecki said the tools can be used at home and they will become living tools.

Phil Dascombe, Community Design Planner at the Commission, with the use of PowerPoint slides presented two scenario planning tools: Cape Cod Transect and Envision Tomorrow. He said scenario planning is a tool to inform and support policy decisions, it helps examine strategies, and provides a process for exploring possible futures. He said it's a suite of scenario planning tools that allows users to explore the effect of their land use choices. He explained how these tools will be used in the RPP process with a group exercise to highlight areas where individuals want growth to be. He said it will provide scenario themes for Cape Cod and the RPP update.

Paul Niedzwiecki said they want local planning and regional planning to work together.

Jack McCormack said the stakeholder meetings he attended have been very helpful. Paul Niedzwiecki said all stakeholder meetings have been linked to the Members' SharePoint calendar and he would like to continue having these types of meetings.

Erin Perry said she will be sending a survey to Commission members that will remain open for their input until the close of business on May 1st.

The workshop adjourned at 5:10 p.m.

Respectfully submitted,

John H. McCormack, Secretary

Materials Presented at the April 16, 2015 Commission Member Workshop

- Materials presented: PowerPoint slide presentation on the Section 208 Wastewater Management Plan prepared and presented by Commission staff.
- Materials presented: PowerPoint slide presentation on the Regional Policy Plan Five-Year Update prepared and presented by Commission staff.