



# Town of Bourne Select Board Policy Subcommittee



www.townofbourne.com



24 Perry Ave, Bourne, MA 02532

## Public Meeting Minutes

**Members Present:** Chair Mary Jane Mastrangelo; Clerk Anne-Marie Siroonian

**Staff Present:** Town Administrator Marlene McCollem; Assistant Town Administrator Liz Hartsgrove, Administrative Assistant Maria Simone

### CALL MEETING TO ORDER

The Bourne Select Board Policy Sub-Committee Public Meeting was called to order at approximately 2:31 p.m. on **Thursday, October 26, 2023** and was held in person at Bourne Town Hall – 2<sup>nd</sup> Floor Conference Room at 24 Perry Ave, Bourne MA.

### 1. APPROVAL OF MINUTES

- a. September 14, 2023 and October 5, 2023

**Motion:** To move the Select Board Policy Sub-Committee to approve the September 14, 2023 as presented and defer the October 5, 2023 minutes to the next meeting.

**Motion by:** Siroonian

**Seconded by:** Mastrangelo

**Vote:** Yea – 2 Nay - 0 Abstain - 0

### 2. SELECT BOARD POLICY SUBCOMMITTEE WORKSHOP

- a. Special Events

ATA Hartsgrove leads the discussion on the draft special events policy. The first topic is about one-day hawker peddler licenses. There are concerns about whether they are necessary and what circumstances call for them. The Select Board could also request vendor lists from event organizers. It is agreed that event organizers should oversee any vendors at present their events.

The next topic discussed is on filing late applications. TA McCollem describes the pressure that comes with late applications since they result in a very short turnaround time. The present draft proposal describes applications for delayed filing in addition to filing deadlines. This section permits late application filing for renewal events that have never had a problem before. Concerns are raised about how to stop event organizers from taking advantage of this "loop-hole. A brief conversation about car washes and where they will be held is had.

TA McCollem asks to have a look at the First Amendment Events section. The necessity of filing for such events and obtaining Select Board permission are discussed in general. It is

RECEIVED  
TOWN CLERK BOURNE  
DEC 27 AM 11:24

recommended that the wording be altered to “encouraged” and that the police department handle all application processing. It is suggested that a “town property event notification” form be created. The initial file would be received by the TA’s office, and it would then be forwarded to the police and other relevant departments. Those departments would be in charge of taking any necessary action.

A quick talk about filming and the necessity of gathering information even when it takes place on private land. Waivers of fees and/or procedures are covered in the next section that was evaluated. A list of items that are non-negotiable should be made, such as payments for police details and custodial services. Essentially, petitions for waivers will be considered on an individual basis and will necessitate a supermajority vote within the Select Board. The topic of parking waivers- specifically, those for private events- and permitting private gatherings on town-owned land were also discussed. Previous events were used as examples, which led to discussion about weddings. It could be helpful to revisit and amend the previous wedding policy.

---

### 3. NEXT MEETING DATE

- a. November 16, 2023 at 11am for both Select Board and Sewer Commissioners Policy Subcommittees

---

### 4. FUTURE AGENDA ITEMS

Special Events Policy and Sewer Abatement Policy

---

### 5. ADJOURN

**Motion:** To move to adjourn the meeting at 4:00 pm

**Motion by:** Siroonian

**Seconded by:** Mastrangelo

**Vote:** Yea – 2    Nay - 0

Respectfully submitted,

***Maria Simone***

---

Maria Simone

Administrative Assistant