



# Town of Brewster Select Board

2198 Main St., Brewster, MA 02631

townmanager@brewster-ma.gov

(508) 896-3701

## SELECT BOARD MEETING AGENDA

2198 Main Street

December 4, 2023 at 6:00 PM

### Select Board

Ned Chatelain  
Chair

Mary Chaffee  
Vice Chair

Kari Hoffmann  
Clerk

Cynthia Bingham

Dave Whitney

**Town Manager**  
Peter Lombardi

**Assistant Town  
Manager**  
Donna Kalinick

**Project Manager**  
Conor Kenny

**Executive  
Assistant**  
Erika Mawn

This meeting will be conducted in person at the time and location identified above. This means that at least a quorum of the members of the public body will attend the meeting in person and members of the public are welcome to attend in person as well. **As a courtesy only, access to the meeting is also being provided via remote means in accordance with applicable law. Please note that while an option for remote attendance and/or participation is being provided as a courtesy to the public, the meeting/hearing will not be suspended or terminated if technological problems interrupt the virtual broadcast or affect remote attendance or participation, unless otherwise required by law.** Members of the public with particular interest in any specific item on this agenda, which includes an applicant and its representatives, should make plans for in-person vs. virtual attendance accordingly.

Members of the public who wish to access the meeting may do so in the following manner:

**Phone:** Call (312) 626 6799 or (301) 715-8592. Webinar ID:890 9291 0526 Passcode: 509224

To request to speak: Press \*9 and wait to be recognized.

**Zoom Webinar:** <https://us02web.zoom.us/j/89092910526?pwd=WHM2V3hrVklhSTloWWWhVU09kanUzQT09>

Passcode: 509224

To request to speak: Tap Zoom "Raise Hand", then wait to be recognized.

When required by law or allowed by the Chair, persons wishing to provide public comment or otherwise participate in the meeting, may do so by accessing the meeting remotely, as noted above. Additionally, the meeting will be broadcast live, in real time, via **Live broadcast** (Brewster Government TV Channel 18), **Livestream** ([livestream.brewster-ma.gov](http://livestream.brewster-ma.gov)), or **Video recording** ([tv.brewster-ma.gov](http://tv.brewster-ma.gov)).

Please note that for any item listed in this section the Select Board may take official action including votes.

1. Call to Order
2. Declaration of a Quorum
3. Meeting Participation Statement
4. Recording Statement: As required by the Open Meeting Law we are informing you that the Town will be video and audio taping as well as broadcasting this public meeting. In addition, if anyone else intends to either video or audio tape this meeting they are required to inform the chair.
5. Public Announcements and Comment: Members of the public may address the Select Board on matters not on the meeting's agenda for a maximum of 3-5 minutes at the Chair's discretion. The Select Board will not reply to statements made or answer questions raised during public comment but may add items presented to a future agenda.
6. Select Board Announcements and Liaison Reports
7. Town Manager's Report
8. Consent Agenda
  - a. Meeting Minutes: November 27, 2023
  - b. Fee Waiver Requests: Department of Public Works
  - c. Request to Declare Surplus Items for Disposal and Fee Waiver Request: Brewster Ladies Library
  - d. One Day Liquor License Applications: Maplewood Senior Living and Brewster Sportsman's Club
  - e. Request to Utilize Town Equipment: Homeless for Holidays (Brewster Fire/Rescue Association)
9. Vote to Disband Vision Planning Committee and Amend Bay Property Planning Committee and Pond Property Planning Committee Charges
10. FY25-29 Financial Forecast Presentation, Discuss FY25 Budget Development Guidelines, and Review FY25 Budget Calendar (Joint with Finance Committee)
11. Presentation and Discussion on Fire Department Staffing Study (Joint with Finance Committee) – Select Board FY24-25 Strategic Plan Goal G-3
12. FYIs
13. Matters Not Reasonably Anticipated by the Chair



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- 14. Questions from the Media
- 15. Next Meetings: December 18, 2023, January 8, and January 22, 2024
- 16. Adjournment

**Date Posted:**  
11/30/2023

**Date Revised:**

**Received by Town Clerk:**

23 NOV 30 3:28 PM  
*[Signature]*  
BREWSTER TOWN CLERK