Executive Committee Meeting Minutes
Cape Cod Commission
3225 Main Street, Barnstable, MA 02630

August 6, 2026

Call to Order - Chairman Tom Wilson called the Executive Committee meeting to order at 2:05 p.m.

Attendance Roll Call
Tom Wilson – Present
Douglas Fromm – Present
Dennis Prebensen – Present
Kevin Grunwald – Absent
Elizabeth Taylor – Absent

Review & Approval of Prior Meeting Minutes –Upon a motion by Dennis Prebensen seconded by Douglas Fromm, members voted unanimously to approve the 7/9/2026 Executive Committee meeting minutes:

Executive Session
Chairman Wilson asked for a motion and roll call vote to go into executive session for purpose (3) of the open meeting law to discuss litigation strategy in the matter of Michelle Vasil, Colleen L. O'Brien, and Lucy Steere v. Cape Cod Commission and Wychmere Harbor Real Estate LLC – Barnstable Superior Court Civil Action No. 2672CV00069, because an open meeting may have a detrimental effect on the litigating position of the Cape Cod Commission without a return to public session.

Dennis Prebensen moved and Douglas Fromm seconded the motion. The motion was approved as follows:
Tom Wilson – Yes
Douglas Fromm – Yes
Dennis Prebensen – Yes

Public session resumed at 2:16 p.m.

Cape Cod Commission Executive Director Review
Ms. Senatori reviewed the process required for her performance evaluation and then shared her work over the past year from a PowerPoint presentation. She reviewed her goals that were established for the past year and provided an overview of work in the following areas: Administration; Regulatory; Communications/Community Engagement; Natural, Built, and Community Systems; and Goals and Areas of Focus for 2027.

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The Administrative and Regulatory Update included staffing changes, expanded in person meetings and site visits, branding and website updates, grant and other fiscal updates, LCP updates and review of sever significant regulatory projects.

Communications and Community Engagement included a list of tools and measures to expand both and a long list of meetings, boards, events and presentations and involvement as well as the Regional Policy Plan and timeline to successful approval.

Natural Resources included a review of the Freshwater Initiative, expanded monitoring and bathymetric survey; continuing marine water quality monitoring and analysis, Cape Cod and Islands Water Protection Fund support; and regional open space planning. Ms. Senatori answered questions about maintaining a database of results.

Built Systems included climate action and resiliency planning, the Cape Cod Canal Bridges project, the Transportation Improvement Program and Cape Cod Metropolitan Planning Organization federal certification, a $25m Yarmouth Road project BUILD grant, digital equity and work beginning on a capital viewer project.

Community Systems included Cape Cod Outdoors, a regional tax analysis with Urban 3, local technical assistance, a Cape Cod Catalog of Dwellings, incentivizing year-round housing, Falmouth Design Guidelines, implementing the Cape Cod Economic Development Strategy with a focus this year on construction disruption assistance, and a regional industries analysis. Also noted was work to improve data accessibility, Data Cape Cod, and the third Planimetrics update.

Goals/Areas of Focus for Next Year included Implementation of Regional Policy Plan recommendations and regulatory threshold review; Regional Open Space planning including stakeholder engagement, completion of an economic analysis and development of a Draft Regional Open Space Plan; Infrastructure planning including construction disruption assistance, disaster resilience planning and Cape Cod Canal bridges replacement program; Water Resources planning including aquifer protection and implementation of freshwater strategy recommendations; Continue public outreach and community engagement on regional plans and Commission programs; Advance the purchase of a Commission office building and renovations.

As required in her employment contract, Ms. Senatori provided the committee members with her self-assessment, which follows the evaluation criteria established in her contract: organizational performance including achievement of prior year goals; executive leadership; program development; communications and community relations; regulatory

compliance; and fiscal responsibility. She also told the committee that she is nearing the end of her three-year contract.

Referring to Ms. Senatori's employment contract and the process established by the county commissioners, Gail Coyne noted that the Executive Committee will submit feedback in writing to the county commissioners by the end of August including recommendations for any areas of focus, and a list of agreed upon goals for the upcoming year to the commissioners, typically in a letter signed by the Chair. She said she would draft a letter based on today's comments and provide it to the Chair for his review and submission to the Commissioners.

Douglas Fromm asked if it was appropriate to recommend a five-year term. Dennis Prebensen said Ms. Senatori demonstrates good leadership ability, and he would like to see her continue. He said he agrees with a five-year term. Members agreed they should add this recommendation to their letter to the county commissioners.

Chairman Wilson said it is incredible how impressive, well run and well managed this organization is, and much is due to Ms. Senatori's leadership. He said he strongly supports a five-year contract and salary commensurate with similar positions. Mr. Fromm added that the culture of the Commission team is very positive, which is so important. Upon a motion by Mr. Fromm, seconded by Mr. Prebensen, members unanimously voted to recommend a five-year employment contract for Ms. Senatori.

Mr. Prebensen questioned how the contract relates to the Commission's budget and the role of the county commissioners. Ms. Senatori explained that she will negotiate a contract and term with the county commissioners, as the appointing authority and that the budget is handled separately; submitted to the commissioners upon a recommendation of the executive committee.

New Business - none

Adjourn
Upon a motion by Dennis Prebensen, seconded by Douglas Fromm, members voted unanimously to adjourn at 3:25 p.m.

Documents Used/Received:
- Draft 7/9/26 Executive Committee minutes
- PowerPoint slides for Executive Director's performance evaluation
- Executive Director's Self-evaluation

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