



Truro Board of Selectmen Meeting Agenda

Tuesday, September 29, 2015

Executive Session Meeting - 4:00pm

Regular Board of Selectmen Meeting - 5:00pm

Selectmen's Chambers Town Hall 24 Town Hall Road, Truro

Executive Session: *Move that the Board of Selectmen enter into Executive Session in accordance with the provisions of Massachusetts General Law, Chapter 30A, section 21(a) number 3, to discuss strategy relative to pending litigation involving 25-27 Stephens Way, whereas discussion of these matters in open session would have a detrimental effect on the litigating position of the Town (and the Chair so declares it), and to reconvene in open session.*

1. PUBLIC COMMENT

- A. Open the Regular Meeting
- B. Public Comment Period - *The Commonwealth's Open Meeting Law limits any discussion by members of the Board of an issue raised to whether that issue should be placed on a future agenda.*
- C. Acknowledgement and thanks for many years serving on the Truro Fire and Rescue Department-Chief Brian Davis

2. PUBLIC HEARINGS NONE

3. BOARD/COMMITTEE/COMMISSION APPOINTMENTS

- A. Review, Interview and Appoint Bob Higgins-Steele to the Energy Committee

4. TABLED ITEMS NONE

5. BOARD OF SELECTMEN ACTION

- A. Call Special Town Meeting (November 5th) and Open Warrant
Presenter: Paul Wisotzky
- B. Board of Selectmen and Finance Committee FY2017 Budget Preliminary Discussion
Presenter: Rae Ann Palmer, Robert Panessiti Finance Committee Chair, Trudi Brazil Town Accountant
- C. Discussion on Study of Impact of Year Round Condo Use on Water and Wastewater
Presenter: Kevin Kuechler, Chair, Water Resources Oversight Committee
- D. Discussion on Town Hall Staff Restructuring
Presenter: Rae Ann Palmer
- E. Review and Authorize Contract for New Fire Chief
Presenter: Paul Wisotzky

6. CONSENT AGENDA

- A. Review/Approve and Authorize the Chair to sign:
 - 1. Contract between the Town of Truro and Barnstable County (through Cape Cod Commission) for GPS Flyover Mapping
- B. Review and Approve One Day Entertainment License and Use of Town Property-Head of the Meadow Beach Parking Lot for Pete Fasano on behalf of Vinegrass fundraiser on October 4th and Authorize the Chair to sign
- C. Declare Surplus IT Equipment
- D. Review and Approve Minutes: September 8, 2015 and September 15, 2015

7. SELECTMEN REPORTS AND LIAISON REPORTS

8. TOWN ADMINISTRATOR'S REPORT.

9. NEXT MEETING AGENDA: TUESDAY, October 13th, 2015



TOWN OF TRURO

Board of Selectmen Agenda Item

BOARD/COMMITTEE/COMMISSION: Energy Committee

REQUESTOR: Noelle Scoullar, Executive Assistant, on behalf of Brian Boyle, Chair of the Energy Committee

REQUESTED MEETING DATE: September 29, 2015

ITEM: Application to serve on the Energy Committee

EXPLANATION: Bob Higgins-Steele has applied to serve on the Energy Committee as an Alternate for a one year term.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Mr. Higgins-Steele will not be able to serve on the Energy Committee.

SUGGESTED ACTION: *Motion to appoint Bob Higgins-Steele as an Alternate to the Energy Committee with a term end of 6/30/2016.*

ATTACHMENTS:

1. Application to Serve
2. Recommendation email from Brian Boyle



TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

Tel: (508) 349-7004 Fax: (508) 349-5505

APPLICATION TO SERVE ON AN APPOINTED MULTI-MEMBER BODY

NAME: Bob Higgins-Steele HOME TELEPHONE: Personal Information Redacted


ADDRESS: 3 Witmanville Rd, Truro WORK PHONE: _____

MAILING ADDRESS: PO Box 1039 Truro E-MAIL: Personal Information Redacted

FAX: _____ MULTI-MEMBER BODY ON WHICH I WISH TO SERVE: _____
Energy Committee

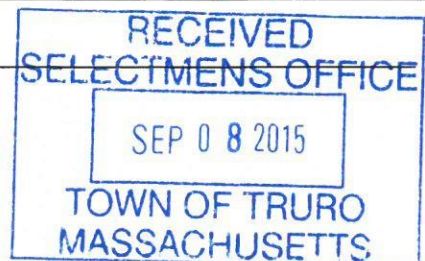
SPECIAL QUALIFICATIONS OR INTEREST: Formerly a member of the Ashby, Ma Energy
Efficiency Committee which gained Ashby Green Communittee status, Remodeling contractor

COMMENTS: _____

SIGNATURE:  DATE: 9/5/2015

COMMENT/RECOMENDATION OF CHAIRPERSON OF MULTI-MEMBER BODY (OPTIONAL) _____

SIGNATURE: _____ DATE: _____
INTERVIEW DATE: _____ APPOINTMENT DATE (IF APPLICABLE): _____



From: Brian Boyle
To: ntudor@truro-ma.gov **Cc:** nscoullar@truro-ma.gov
Date: 09/15/2015 10:54 AM
Subject: Re: Application for committee

Hi Nicole,
I met with Bob and he would make an excellent addition to the Energy Committee.
He has past energy committee experience from his prior town, and has experience in building, so he will be an asset to Truro's Energy Committee.
I hope his application is approved by the Board of Selectmen.
Thanks,
Brian

—Original Message—

From: Nicole Tudor <ntudor@truro-ma.gov>
To: Brian Boyle <[REDACTED]>
Cc: Noelle Scoullar <nscoullar@truro-ma.gov>
Sent: Tue, Sep 8, 2015 11:16 am
Subject: Fw: Fwd: Application for committee

Hi Brian,

When you have a moment would you kindly respond as Chair to the Application to Serve that is attached. We will follow up with the applicant as to their availability to go before the Board of Selectmen.

Thank you, Nicole



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Rae Ann Palmer, Town Administrator

REQUESTED MEETING DATE: September 29, 2015

ITEM: Action to Call a Special Town Meeting on November 5, 2015 and to open the warrant for the Special Town Meeting.

EXPLANATION: In accordance with the Truro Town Charter, Chapter 2, §1, 2-1-3, a special Town Meeting may be at the call of the Board of Selectmen and in accordance with Chapter 2, §3, 2-3-4, the warrant for Special Town Meeting shall be opened and closed for submission of articles as determined by the Board of Selectmen, but must be open for a minimum of seven (7) days. To meet the deadline for preparation, printing and posting of the warrant, staff requests that the warrant be closed for submission of articles on October 13, 2015.

FINANCIAL SOURCE (IF APPLICABLE): N/A

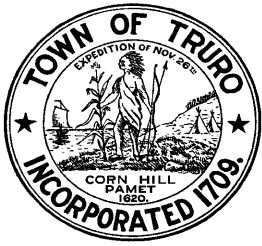
IMPACT IF NOT APPROVED: Charter Requirements will not be met and their will not be a Special Town Meeting.

SUGGESTED ACTION:

Motion to call a Special Town Meeting to be held on November 5, 2015 at 6 PM at Truro Central School; and

Motion to open the Special Town Meeting Warrant on September 30, 2015 at 8:00 AM and to close the Warrant on October 13, 2015 at 4 PM.

ATTACHMENTS: None



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Rae Ann Palmer, Town Administrator

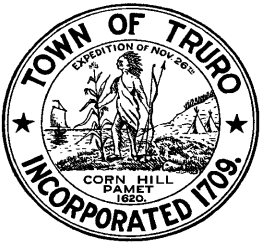
REQUESTED MEETING DATE: September 29, 2015

ITEM: Discussion with the Finance Committee regarding the FY 2017 budget process.

EXPLANATION: This is the annual discussion with the Finance Committee regarding financial parameters for development of the FY 2017 budget.

SUGGESTED ACTION: *None Required.*

ATTACHMENTS: None



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Water Resources Oversight Committee (WROC)

REQUESTOR: Kevin Kuechler, Chair

REQUESTED MEETING DATE: September 29, 2015

ITEM: Discussion of the analysis of the potential change in water use and wastewater production related to the conversion of seasonal condos to year round use and a discussion on what information regarding water and septic use that the WROC and the Board of Health would need to make an informed recommendation on the conversion of condominiums from seasonal to year-round use.

EXPLANATION: Decide whether or not to engage Weston & Sampson to conduct an analysis of condos in other Towns (e.g., Provincetown) to make an evaluation. Alternatively, this work could be included in the next phase of work on Integrated Water Resource Management Plan (IWRMP), which could be a year or more until the analysis is completed.

FINANCIAL SOURCE (IF APPLICABLE): Existing environmental funding.

IMPACT IF NOT APPROVED: The work would not be completed at this time.

SUGGESTED ACTION: *Motion to authorize a contract with Weston & Sampson to conduct an analysis of water and septic use impacts for the conversion of condos from seasonal to year-round use and to authorize the chair to sign once the scope of work is agreed to and the contract is completed.*

ATTACHMENTS: None – A Scope of Work from Weston and Sampson is being developed.



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Rae Ann Palmer, Town Administrator

REQUESTED MEETING DATE: September 29, 2015

ITEM: Discussion of Board of Selectmen Objective TS1 under Town Services

EXPLANATION: The FY16 Board of Selectmen Objective under Town Services #1 states: *The Town Administrator will conduct a comprehensive review of the staffing structure of the Town and propose changes necessary to further this goal.* The staffing structure reorganization will help implement the Town Services goal of providing **efficient and effective municipal services that meet the needs of year-round residents, part-time residents and visitors.**

At the August 11th Board of Selectmen (BOS) meeting it was agreed that a preliminary plan would be completed by the end of September and be presented to the BOS. Attached is a functional outline of the organization that I believe is consistent with the direction the organization should move in to provide the required services and achieve the BOS Goals and Objectives. This outline does not include a staffing structure. I request that final discussion of this item be deferred to a later meeting which would allow time to review the staffing structure in light of the recent staff resignation.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: N/A

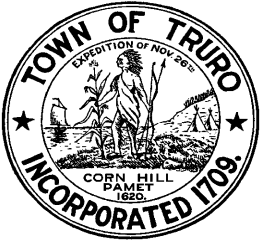
SUGGESTED ACTION: *None Required*

ATTACHMENTS:

1. Functional Organization Structure

Proposed Functional Structure

General Government	Financial Administration	Natural Resources & Environmental Services	Community Preservation	Human Services	Public Safety
Administration	Accounting	Public Works	Planning	Beach Operations	Police
Human Resources	Assessing	Beach Maintenance	Building Department	Recreation	Animal Control
Licensing	Tax Collector	Conservation	Housing	Council on Aging	Fire
Town Clerk	Treasurer	Health		<i>Library</i>	Emergency Management
Information Technology		Harbor/Shellfish			



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Rae Ann Palmer, Town Administrator

REQUESTED MEETING DATE: September 29, 2015

ITEM: Review and approval of the Fire Chief Contract.

EXPLANATION: With the assistance of Labor Counsel we were able to come to accord with Timothy Collins on the terms of an employment agreement for the Fire Chief position. The final contract is attached for your review, approval and authorization for the Chair to sign.

FINANCIAL SOURCE (IF APPLICABLE): FY 2016 Budget

IMPACT IF NOT APPROVED: The Town will not have a Fire Chief.

SUGGESTED ACTION: *MOTION TO approve the employment agreement between the Town of Truro and Timothy Collins, and to authorize the Chair to sign the agreement.*

ATTACHMENTS:

1. Employment agreement.

**EMPLOYMENT AGREEMENT
BETWEEN
TOWN OF TRURO
AND
TIMOTHY COLLINS**

AGREEMENT made this _____ day of September, 2015 ("Agreement") by and between the **TOWN OF TRURO** ("Town"), acting by and through its Board of Selectmen ("Board"), and **TIMOTHY COLLINS** ("Chief" or "Fire Chief"), pursuant to Chapter 41, Section 108O of the General Laws of Massachusetts.

WHEREAS, the Town is desirous of securing the services of the Fire Chief in the day-to-day command and administration of the Fire Department consistent with c. 48, § 42A of the General Laws of Massachusetts;

WHEREAS, the Fire Chief is willing to serve as Fire Chief according to the terms and conditions of this Agreement;

NOW, THEREFORE, the Town and the Fire Chief hereby agree upon the following terms and conditions:

1. DUTIES

The duties and functions are specified in the Fire Chief job description (attached hereto as Exhibit A), which may be amended, as necessary, by the Board in accordance with the modification clause of this agreement. Additionally, the Fire Chief shall maintain his Paramedic certification during his employment with the Town.

2. HOURS OF WORK

A. The Fire Chief agrees to devote that amount of time and energy that is reasonably necessary for the Fire Chief to faithfully perform the duties of Fire Chief under this Agreement. The Fire Chief will devote full time and attention to the business of the Town and will not engage in any other business, except with the advance, written approval of the Board.

B. It is recognized that the Fire Chief must devote a great deal of time outside of normal office hours to the business of the Town, and to that end, the Fire Chief shall be allowed to adjust his work schedule as he shall deem appropriate during said normal office hours and as the Fire Chief reasonably determines will least adversely impact Department operations.

C. The Fire Chief shall notify the Town Administrator (as the Board's designee) if he shall be absent from duty or on leave, and who shall be in command during such absence or leave.

3. RESIDENCY

The Fire Chief shall establish residency within the Town of Truro, Provincetown, or Wellfleet within 30 days of executing this Agreement and shall maintain his residency within one of these communities throughout the term of this Agreement. The parties understand and agree that it is preferred that the Fire Chief establish and maintain residency within the Town of Truro.

4. INSURANCE AND OTHER BENEFITS

A. Health and Life Insurance

The Fire Chief shall be eligible for all health and life insurance benefits for which other non-bargaining unit Town employees are eligible. The Town shall contribute toward the cost of the premium for such insurance benefits at a rate not to exceed the rate it contributes to other non-bargaining unit Town employees. The Town shall provide term life insurance in the amount of \$100,000.00 and shall pay the policy premiums in their entirety.

B. Injured on Duty

As a sworn member of the Fire Department, the Fire Chief shall be entitled to injured-on-duty benefits as provided in Chapter 41, Section 111F of the Massachusetts General Laws.

C. Professional Liability and Indemnification

Except as otherwise noted herein, the Town shall indemnify the Fire Chief in accordance with G.L. c. 258, § 13. The Town shall not be required to indemnify or pay any costs associated with any disciplinary actions or other proceedings brought by the Board or Town against the Fire Chief.

D. Leave (Other than for Vacation)

The Fire Chief shall be entitled to two (2) personal days per fiscal year during the term of this Agreement. The Fire Chief shall be entitled to sick, bereavement, jury duty, and military leave as provided in the Personnel Bylaw of the Town of Truro, as the same may be amended from time to time. The Fire Chief shall be subject to the Personnel Bylaw only to the extent provided in this Agreement and any conflict between the provisions of the Bylaw and this Agreement shall be resolved in favor of this Agreement.

E. Vacation

The Fire Chief shall be entitled to accrue and utilize vacation in accordance with the Town's Personnel Bylaw.

F. Dues and Subscriptions

The Town agrees to pay for the professional dues and subscriptions of the Fire Chief necessary for his membership in the following professional organizations: *International Association of Fire Chiefs*, *Fire Chief's Association of Massachusetts* and the *Barnstable County Fire Chief's Association*. Membership in any other professional organizations deemed necessary and desirable for his continued professional participation, growth and advancement and for the good of the Town will be subject to the advance, written approval of the Board of Selectmen or the Town Administrator.

As with all cost items in this Agreement, the Town's obligations in this regard are subject to and contingent on appropriation of funds by Town Meeting.

G. Vehicle

The Town shall provide a clearly marked fire vehicle for use by the Fire Chief and pay for all attendant operating and maintenance expenses and insurance. Said vehicle is to be used by the Fire Chief in connection with the performance of his duties and for his professional growth and development. As the Fire Chief is "on-call" 24 hours per day in the event of an emergency, the Fire Chief shall be required to use the vehicle for commuting to and from work. The Fire Chief shall not use the vehicle for personal use (other than commuting) outside the Town of Truro. The Fire Chief will be responsible for any retirement contributions resulting from the availability and use of such vehicle.

H. Cellular Phone

For the purposes of maintaining access and availability and in order to conduct business of the Department outside of Fire Department facilities, the Town shall provide the Fire Chief with a cellular phone and the Town shall pay the costs associated with the use of this cellular phone for Town business.

I. Moving Expenses

The Town shall reimburse the Fire Chief up to Three Thousand Dollars (\$3,000.00) for moving expenses resulting from his relocation to Truro or one of the specified neighboring communities, contingent upon his furnishing the Town receipts for the same.

5. DISCIPLINE AND DISCHARGE

The Board may discipline the Fire Chief as appropriate and may remove the Fire Chief as provided in c. 48, § 42A of the General Laws of Massachusetts.

6. COMPENSATION

Unless terminated early as provided in this Agreement or by statute, the Fire Chief shall be paid an annual salary of Ninety Thousand Dollars (\$90,000.00), pro rated

for any partial year, from the commencement of the term of this Agreement until October 31, 2016. If this Agreement is extended for additional years as provided in section 12, below, the Fire Chief's salary shall be increased for subsequent years by no less percentage as the salaries of non-union, non-contractual employees are increased across the board, if at all, by the Town.

7. NO REDUCTION OF BENEFITS

The Town agrees it shall not, at any time during the term of this Agreement, reduce the annual salary, compensation, or other benefits of the Fire Chief, except to the extent that such reduction is evenly applied, across-the-board, for all non-union employees of the Town.

8. MODIFICATION

No change or modification of this Agreement shall be valid unless it shall be in writing and signed by both of the parties.

9. BONDING

The Town shall bear the full cost of any fidelity or other bonds required of the Fire Chief.

10. LAW GOVERNING

This Contract shall be construed and governed by the Laws of the Commonwealth of Massachusetts.

11. SEVERABILITY OF PROVISIONS

If any clause or provision of this Agreement shall be determined to be illegal by a court of competent jurisdiction, the remainder of this Agreement shall not be affected thereby.

12. LENGTH OF CONTRACT AND SEVERANCE

A. The term of this Agreement shall commence on October 11, 2015 and expire as of the end of the day on October 10, 2016, provided, however, that the term of this Agreement shall be extended until the end of the day on June 30, 2018 if the Fire Chief receives a favorable written performance evaluation from the Town at or near the end of the initial one-year term of this Agreement.

B. In the event the Fire Chief is terminated or in the event the Fire Chief resigns following a formal suggestion by the Town that he resign before the expiration of the then applicable term of employment, the Town agrees to pay the Fire Chief a lump sum severance payment equal to one (1) month's salary and benefits if said termination or invited resignation occurs during the first year of this Agreement and the equivalent of two (2) months' salary and benefits thereafter.

C. In the event the Fire Chief intends to resign voluntarily before the natural expiration of any term of employment, then the Fire Chief shall give the Town ninety (90) days written notice in advance, unless the parties otherwise agree in writing.

13. GENERAL PROVISIONS

A. The text herein shall constitute the entire Agreement between the parties and shall prevail over conflicting provisions of the Town Bylaws.

B. This Agreement shall be binding upon and inure to the benefit of the heirs at law and executors of the Fire Chief.

C. This Agreement may be amended at any time, in writing, by mutual consent of the parties or as otherwise provided for herein.

D. For the purposes of the Fair Labor Standards Act, the Fire Chief shall be an "exempt employee".

E. The monetary components of this Agreement are subject to and contingent upon appropriation.

IN WITNESS WHEREOF, the TOWN OF TRURO, Massachusetts, has caused this Agreement to be signed and executed in its behalf by the Chairman of the Board of Selectmen, and the Fire Chief has also signed and executed this Agreement, both in duplicate.

TRURO BOARD OF SELECTMEN

FIRE CHIEF

Chairman, Duly Authorized

DATE: _____

Timothy Collins

DATE: _____

Attest to Signatures:

Approved as to Form:

Town Clerk

DATE: _____

Labor Counsel

DATE: _____



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: IT & Administration

REQUESTOR: Rae Ann Palmer, Town Administrator

REQUESTED MEETING DATE: September 29, 2015

ITEM: Review and Approval of MOA with the Cape Cod Commission for Orthoimagery and Planimetrics

EXPLANATION: The Town has been working with the Cape Cod Commission through the Smarter Government Steering Committee to participate in a High-Resolution Orthoimagery (an aerial flyover) and the digitizing of planimetrics. Truro's portion of the overall cost is \$4,269. Truro has not had its aerial maps updated since 2005. The Town had, in past fiscal years, funded such a flyover; however when the county approached us with this regional cost sharing project, we saw a huge cost savings.

FINANCIAL SOURCE (IF APPLICABLE): Encumbered funds from previous fiscal years for mapping and GIS related work.

IMPACT IF NOT APPROVED: We will not receive the orthoimagery or planimetric information.

SUGGESTED ACTION: *MOTION TO approve the Memorandum of Agreement with the Barnstable County, through the Cape Cod Commission, for participation in the high-resolution orthoimagery and planimetrics project and to authorize the Chair to sign.*

ATTACHMENTS:

1. MOA
2. Attachment A
3. Attachment B
4. Copy of the Invoice

Memorandum of Agreement
Between

Barnstable County through
Cape Cod Commission
3225 Main Street
Barnstable, MA 02630

and

Town Administrator on behalf of
Town of Truro
24 Town Hall Road
Truro, MA 02666

This Memorandum of Agreement (Agreement) is entered into this day of February 2015 by and between Barnstable County, acting by and through the Cape Cod Commission (hereafter referred to as the "Commission") and the Town Administrator on behalf of the Town of Truro (hereafter referred to as the "Town.")

WHEREAS, the Commission has acquired high-resolution orthoimagery for the Cape Cod region, and

WHEREAS, the Commission is contracting to develop a planimetric database from this orthoimagery,

NOW THEREFORE, the Town enters into this Memorandum of Agreement with the Commission.

1. RESPONSIBILITIES OF THE TOWN

A) The Town agrees to participate in cost-sharing for this project per Attachment A.

2. RESPONSIBILITIES OF THE COMMISSION

A) The Commission will oversee the work of the consultant on the project acting as project and contract manager.

A) The Commission will deliver via FTP download all primary and secondary features in ESRI version 10.2 File Geodatabase format, FGDC compliant metadata for each feature class in XML format, FGDC-compliant project level metadata per Attachment B. Alternatively, at the option of The Town, the Town may provide a hard drive to the Commission for file transfer.

3. DURATION

A) This Memorandum of Agreement shall be effective until April 30, 2016 unless an extension in time is agreed to in writing by both parties.

B) Either the Town or the Commission may terminate this Agreement by written notice to the other party, if the other party substantially fails to fulfill its obligations hereunder through no fault of the terminating party, or if the other party violates or breaches any of the provisions of this Agreement. Such notice shall be delivered by certified mail at least thirty (30) days before such effective date.

4. AMENDMENT

This Agreement may be amended as mutually agreed by both parties in writing.

5. SIGNATORY AUTHORIZATION

The respective signatories hereto represent and warrant that they are duly authorized to execute this Agreement on behalf of the public entity on whose behalf they have signed this Agreement, and that all substantive and procedural preconditions to their effective execution of this Agreement on behalf of said public entities have been satisfied.

6. INTEGRATED INSTRUMENT

This Agreement shall take effect as an integrated instrument.

IN WITNESS WHEREOF, the TOWN and the COMMISSION execute this Agreement this day of February in the year two thousand and fifteen.

FOR BARNSTABLE COUNTY

FOR TOWN OF TRURO

Michael Brillhart, County Administrator

Rae Ann Palmer, Town Administrator

Date

Date

FOR CAPE COD COMMISSION

Paul Niedzwiecki, Executive Director

Date

ATTACHMENT A

FY15 Planimetrics Project
(High-Resolution Orthoimagery - Spring 2014 Aerial Flyover)

	Area/sqmi	Single Town Procurement Rates		Group Procurement Estimated Rates		Cost per Town*
		\$1,750/sq mi	\$2,800/sq mi	\$1405/sq mi		\$194/sq mi
Barnstable	62.612	\$ 109,571	\$ 175,314	\$ 87,970		\$ 12,147
Bourne	41.082	\$ 71,894	\$ 115,030	\$ 57,720		\$ 7,970
Brewster	25.513	\$ 44,648	\$ 71,436	\$ 35,846		\$ 4,950
Chatham	17.043	\$ 29,825	\$ 47,720	\$ 23,945		\$ 3,306
Dennis	20.871	\$ 36,524	\$ 58,439	\$ 29,324		\$ 4,049
Eastham	14.357	\$ 25,125	\$ 40,200	\$ 20,172		\$ 2,785
Falmouth	46.000	\$ 80,500	\$ 128,800	\$ 64,630		\$ 8,924
Harwich	22.502	\$ 39,379	\$ 63,006	\$ 31,615		\$ 4,365
Mashpee	25.601	\$ 44,802	\$ 71,683	\$ 35,969		\$ 4,967
Orleans	14.567	\$ 25,492	\$ 40,788	\$ 20,467		\$ 2,826
Provincetown	10.443	\$ 18,275	\$ 29,240	\$ 14,672		\$ 2,026
Sandwich	43.919	\$ 76,858	\$ 122,973	\$ 61,706		\$ 8,520
Truro	22.003	\$ 38,505	\$ 61,608	\$ 30,914		\$ 4,269
Wellfleet	21.005	\$ 36,759	\$ 58,814	\$ 29,512		\$ 4,075
Yarmouth	24.915	\$ 43,601	\$ 69,762	\$ 35,006		\$ 4,834
Total	412.433	\$ 721,758	\$ 1,154,812	\$ 579,468		\$ 80,012

*with contribution of \$500,000 from Barnstable County and all administrative costs from Cape Cod Commission

Primary Features (county wide)

Planimetrics					MOCK_UP_LGIM_location				VENDOR REQUIRED ATTRIB	REQUIRED DATA PROVIDED BY ccc
Category	Feature Class	Feature Type	Feature Dataset	Feature Class	Field	Subtype	Co Subtype	NamDomain	Code	NOTE FIELD FROM FEATURE (EG: DEP Ponds, MassDOT centerlines)
Transportation	Airport Terminal	Polygon	ReferenceData	FacilitySite	SUBTYPEFIELD	810	Transportation	Transportation Facilities	Airport Terminal	SUBTYPEFIELD, FCODE
	Airport Terminal	Point	ReferenceData	FacilitySitePoint	SUBTYPEFIELD	810	Transportation	Transportation Facilities	Airport Terminal	SUBTYPEFIELD, FCODE
	Airfield	Polygon	ReferenceData	FacilitySite	SUBTYPEFIELD	810	Transportation	Transportation Facilities	Airport Runway / Airfield	SUBTYPEFIELD, FCODE
	Airfield	Point	ReferenceData	FacilitySitePoint	SUBTYPEFIELD	810	Transportation	Transportation Facilities	Airport Runway / Airfield	SUBTYPEFIELD, FCODE
	Bike Paths	Polygon	FacilitiesStreets	StreetPavement	SURFUSE			PavementSurfaceUse	Bike Path	SURFUSE, SURFTYPE,WIDTH
	Bike Paths	Line	FacilitiesStreets	Trail	ROADCYCLE			YesNo	Yes	ROADCYCLE, SURFTYPE
	Bridges	Polygon	ReferenceData	FacilitySite	SUBTYPEFIELD	810	Transportation	Transportation Facilities	Bridge	SUBTYPEFIELD, FCODE
	Bridges	Point	FacilitiesStreets	BridgePoint						TRAFFICTYPE
	Curbs	Polygon	FacilitiesStreets	StreetPavement	SURFUSE			PavementSurfaceUse	Curb	N/A
	Curbs	Polygon	FacilitiesStreets	StreetPavement	SURFUSE			PavementSurfaceUse	Curb / Gutter	SURFUSE, SURFTYPE
	Curb cuts	Polygon	FacilitiesStreets	StreetPavement	SURFUSE			PavementSurfaceUse	Curb Cut	SURFUSE, SURFTYPE
	Driveways	Polygon	FacilitiesStreets	StreetPavement	SURFUSE			PavementSurfaceUse	Driveway	SURFUSE, SURFTYPE
	Driveways	Point	Address	AddressEntrancePoint	POINTTYPE			AddressPointType	Driveway Entrance	POINTTYPE
	Guardrails	Line	FacilitiesStreets	Guardrail				GUARDRAILTYPE		GRDRAILTYPE
	Median/Island	Polygon	FacilitiesStreets	StreetPavement	SURFUSE			PavementSurfaceUse	Median / Island	SURFUSE, SURFTYPE
	Parking areas, lots, lines	Polygon	FacilitiesStreets	StreetPavement	SURFUSE			PavementSurfaceUse	Parking Lot/ center line / fog line / lane line / stop line	SURFUSE, SURFTYPE
	Parking areas, lots, lines	Point	FacilitiesStreets	ParkingSpace						N/A
	Parking areas, lots, lines	Line	FacilitiesStreets	PavementMarkingLine	MARKTYPE			PavementMarkingType	Parking Lot/ center line / fog line / lane line / stop line	MARKTYPE
	Railroads	Polygon	ReferenceData	FacilitySite	SUBTYPEFIELD	810	Transportation	Transportation Facilities	Railroad Station	N/A
	Railroads	Point	ReferenceData	FacilitySite	SUBTYPEFIELD	810	Transportation	Transportation Facilities	Railroad Station	N/A
	Railroads	Line	ReferenceData	Railroad						
	Roads	Line	ReferenceData	RoadCenterline						
	Roads	Polygon	FacilitiesStreets	StreetPavement	SURFUSE			PavementSurfaceUse	Street	FULLNAME,FEDROUTE,STROUTE MASSDOT RIN 2013
	Shoulders (paved)	Polygon	FacilitiesStreets	StreetPavement	SURFUSE			PavementSurfaceUse	Shoulder (Paved)	subset of RoadCenterlines
	Shoulders (unpaved)	Polygon	FacilitiesStreets	StreetPavement	SURFUSE			PavementSurfaceUse	Shoulder (Unpaved)	SURFTYPE, SURFUSE
	Sidewalks	Line	FacilitiesStreets	Sidewalk						SURFTYPE
	Sidewalks	Polygon	FacilitiesStreets	StreetPavement	SURFUSE			PavementSurfaceUse	Sidewalk	SURFTYPE, SURFUSE,WIDTH
Structures	Buildings	Polygon	ReferenceData	BuildingFootprint					Building /Out building/ mobile home	NUMSTORIES,BLDGHEIGHT,FEATURECODE
						810	Transportation	Transportation Facilities	Boat Ramp / Dock	SUBTYPEFIELD, FCODE
Hydrograp	Docks, piers, wharfs	Polygon	ReferenceData	FacilitySite	SUBTYPEFIELD	810	Transportation	Transportation Facilities	Pier / Wharf/ Quay / Mole	SUBTYPEFIELD, FCODE
	Docks, piers, wharfs	Polygon	ReferenceData	FacilitySite	SUBTYPEFIELD	810	Transportation	Transportation Facilities	Boat Ramp / Dock	SUBTYPEFIELD, FCODE
	Docks, piers, wharfs	Point	ReferenceData	FacilitySitePoint	SUBTYPEFIELD	810	Transportation	Transportation Facilities	Pier / Wharf/ Quay / Mole	SUBTYPEFIELD, FCODE
	Docks, piers, wharfs	Point	ReferenceData	FacilitySitePoint	SUBTYPEFIELD	810	Transportation	Transportation Facilities	Pier / Wharf/ Quay / Mole	SUBTYPEFIELD, FCODE
	Wetlands (Rivers, streams, ponds, ma	Polygon	ReferenceData	Waterbody	WTRTYPE			WaterbodyType	Lake or Pond, Stream or River, Swamp or Marsh	WTRTYPE
	Wetlands (Rivers, streams, ponds, ma	Line	ReferenceData	Waterline	WTRTYPE			WaterlineType	Stream or River	WTRTYPE
Vegetation	Coastal structures (jetties, groins, rev	Line	ReferenceData	Waterline	WTRTYPE	890	Coastal Structu	Coastal Structures Fcode	Jetty/Groin/Revetment	SUBTYPEFIELD, FCODE
	Street trees	Point	FacilitiesStreets	Tree						HEIGHT
	Tree canopy	Polygon	ReferenceData	Vegetation	TYPE			Vegetation Type	Tree Canopy	TYPE
	Landscape Area	Polygon	FacilitiesStreets	LandscapeArea	SURTYPE			LandscapeSurfaceType	Grass/Mulch/Gravel/Groundcover/Dirty/Sand/Sports Tru	CODE
Recreation		Polygon	ReferenceData	FacilitySite	SUBTYPEFIELD	820	Public Attraction	Public Attractions and La	Sports Complex	SUBTYPEFIELD, FCODE
	Athletic Fields	Point	ReferenceData	FacilitySitePoint	SUBTYPEFIELD	820	Public Attraction	Public Attractions and La	Sports Complex	SUBTYPEFIELD, FCODE
	Athletic Fields	Point	ReferenceData	Park						N/A
	Athletic Fields	Polygon	ReferenceData	FacilitySite	SUBTYPEFIELD	820	Public Attraction	Public Attractions and La	Golf Course	SUBTYPEFIELD, FCODE
	Golf courses	Point	ReferenceData	FacilitySitePoint	SUBTYPEFIELD	820	Public Attraction	Public Attractions and La	Golf Course	SUBTYPEFIELD, FCODE
	Golf courses	Point	ReferenceData	Park	GOLF			YesNo	Yes	GOLF
Utilities										
	Catch basins	Point	Stormwater	swInlet						N/A
	Culverts	Point	Stormwater	swCulvert						N/A
	Utility Poles with Lights	Point	FacilitiesStreets	Pole	POLEUSE			PoleUse	Utility Pole w/ Light	POLEUSE
	Utility poles without Lights	Point	FacilitiesStreets	Pole	POLEUSE			PoleUse	Utility Pole w/o Light	POLEUSE

Secondary Features

Planimetrics			LGIM				
Category	Feature Class	Feature Type	Feature Dataset	Feature Class	Field	Subtype Co Subtype N Domain	Code
Transportation	Fire roads		FireServiceOperations				
	Trails	Line	FacilitiesStreets	Trail			
Structures	Decks/steps	Polygon	FacilitiesStreets	SiteAmenityPoly	AMENTYPE	SiteAmenityType	Deck, Steps
	Pools	Polygon	FacilitiesStreets	SiteAmenityPoly	AMENTYPE	SiteAmenityType	Pool
	Pools	Polygon	ReferenceData	FacilitySite	SUBTYPEFI	820 Public Attr Public Attractions and Landmark Structures FCode	Public Pool
	Pools	Point	ReferenceData	FacilitySitePoint	SUBTYPEFI	820 Public Attr Public Attractions and Landmark Structures FCode	Public Pool
Hydrographic	Dams	Polygon	ReferenceData	Waterbody	WTRTYPE	WaterbodyType	Dam or Weir
	Dams	Line	ReferenceData	Waterline	WTRTYPE	WaterlineType	Dam or Weir
	Drainage Ditches	Line	Stormwater	swOpenDrain			
Vegetation	Orchards	Polygon	ReferenceData	FacilitySite	SUBTYPEFI	701 Agriculture Agriculture Food and Livestock FCode	Farm / Ranch
	Orchards	Point	ReferenceData	FacilitySitePoint	SUBTYPEFI	701 Agriculture Agriculture Food and Livestock FCode	Farm / Ranch
	Lawns	Polygon	FacilitiesStreets	LandscapeArea	MAINTAINED	YesNo	Yes
	Tree canopy	Polygon	ReferenceData	Vegetation	CANOPY	YesNo	Yes
	Tree canopy	Point	FacilitiesStreets	Tree	CANOPYSHP	TreeCanopyShape	
Recreation	Golf cart paths	Polygon	FacilitiesStreets	StreetPavement	SURFUSE	PavementSurfaceUse	Golf Cart Path
Boundary	Cemeteries	Polygon	ReferenceData	FacilitySite	SUBTYPEFI	820 Public Attr Public Attractions and Landmark Structures FCode	Cemetery
	Cemeteries	Point	ReferenceData	FacilitySitePoint	SUBTYPEFI	820 Public Attr Public Attractions and Landmark Structures FCode	Cemetery
	Fences/walls/hedges/stone wall	Line	FacilitiesStreets	SiteAmenityLine	AMENTYPE	SiteAmenityType	
Street Furniture	Billboards	Point	FacilitiesStreets	StreetFurniture	FURNTYPE	StreetFurnitureType	Billboard
	Signs	Point	FacilitiesStreets	Pole	POLEUSE	PoleUse	Sign
	Benches	Point	FacilitiesStreets	StreetFurniture	FURNTYPE	StreetFurnitureType	Bench
	Bus stop shelters	Point	FacilitiesStreets	StreetFurniture	FURNTYPE	StreetFurnitureType	Bus Shelter
	Parking meters	Point	FacilitiesStreets	StreetFurniture	FURNTYPE	StreetFurnitureType	Parking Meter
	Flag poles	Point	FacilitiesStreets	Pole	POLEUSE	PoleUse	Flag Pole
	Mailboxes	Point	FacilitiesStreets	StreetFurniture	FURNTYPE	StreetFurnitureType	Post Box
Utilities	Borrow pits	Polygon	ReferenceData	FacilitySite	SUBTYPEFI	710 Industry Industry FCode	Borrow Pit / Gravel Mine / Landfill
	Borrow pits	Point	ReferenceData	FacilitySitePoint	SUBTYPEFI	710 Industry Industry FCode	Borrow Pit / Gravel Mine / Landfill
	Pipelines (above ground)	Line	ReferenceData	Waterline	WTRTYPE	WaterlineType	Pipeline
	Manholes	Point	Stormwater	swManhole			
	Fire hydrants	Point	WaterDistribution	wHydrant			N/A
	Solar arrays	Polygon	ReferenceData	FacilitySite	SUBTYPEFI	750 Energy Energy FCode	Solar Facili SUBTYPEFIELD, FCODE
	Solar arrays	Point	ReferenceData	FacilitySitePoint	SUBTYPEFI	750 Energy Energy FCode	Solar Facili SUBTYPEFIELD, FCODE
	POL Storage Tanks	Point	ReferenceData	FacilitySitePoint	SUBTYPEFI	750 Energy Energy FCode	POL Storag SUBTYPEFIELD, FCODE
	Street lights	Point	FacilitiesStreets	Pole	POLEUSE	PoleUse	Street Ligh POLEUSE
	Substations	Polygon	ReferenceData	FacilitySite	SUBTYPEFI	750 Energy Energy FCode	Substation SUBTYPEFIELD, FCODE
	Substations	Point	ReferenceData	FacilitySitePoint	SUBTYPEFI	750 Energy Energy FCode	Substation SUBTYPEFIELD, FCODE
	Water Towers	Point	ReferenceData	FacilitySitePoint	SUBTYPEFI	850 Water Sup Water Supply and Treatment FCode	Water Tow SUBTYPEFIELD, FCODE
	Water Tanks	Point	ReferenceData	FacilitySitePoint	SUBTYPEFI	850 Water Sup Water Supply and Treatment FCode	Water Tan SUBTYPEFIELD, FCODE
	Cell Towers	Point	ReferenceData	FacilitySitePoint	SUBTYPEFI	880 Informatio Information and Communication FCode	Communic SUBTYPEFIELD, FCODE
	Traffic signals	Point	FacilitiesStreets	Pole	POLEUSE	PoleUse	Traffic Sign POLEUSE
	Wind Turbines	Polygon	ReferenceData	FacilitySite	SUBTYPEFI	750 Energy Energy FCode	Wind Facili SUBTYPEFIELD, FCODE
	Wind Turbines	Point	ReferenceData	FacilitySitePoint	SUBTYPEFI	750 Energy Energy FCode	Wind Facili SUBTYPEFIELD, FCODE
Miscellaneous	1' contours	Line	Elevation	TwoFootContour			
	Points of interest	Point	ReferenceData	FacilitySitePoint	SUBTYPEFI	820 Public Attr Public Attractions and Landmark Structures FCode	Point of Interest
	Ruins	Point	ReferenceData	FacilitySitePoint	SUBTYPEFI	820 Public Attr Public Attractions and Landmark Structures FCode	Historic Site
	Silos	Point	ReferenceData	FacilitySitePoint	SUBTYPEFI	701 Agriculture Agriculture Food and Livestock FCode	Silo
	Smokestacks	Point	ReferenceData	FacilitySitePoint	SUBTYPEFI	710 Industry Industry FCode	Smokestack

ATTACHMENT A

FY15 Planimetrics Project
(High-Resolution Orthoimagery - Spring 2014 Aerial Flyover)

		Single Town Procurement Rates		Group Procurement Estimated Rates	Cost per Town*	
	Area/sqmi	\$1,750/sq mi	\$2,800/sq mi	\$1405/sq mi	\$194/sq mi	
Barnstable	62.612	\$ 109,571	\$ 175,314	\$ 87,970	\$ 12,147	
Bourne	41.082	\$ 71,894	\$ 115,030	\$ 57,720	\$ 7,970	
Brewster	25.513	\$ 44,648	\$ 71,436	\$ 35,846	\$ 4,950	
Chatham	17.043	\$ 29,825	\$ 47,720	\$ 23,945	\$ 3,306	
Dennis	20.871	\$ 36,524	\$ 58,439	\$ 29,324	\$ 4,049	
Eastham	14.357	\$ 25,125	\$ 40,200	\$ 20,172	\$ 2,785	
Falmouth	46.000	\$ 80,500	\$ 128,800	\$ 64,630	\$ 8,924	
Harwich	22.502	\$ 39,379	\$ 63,006	\$ 31,615	\$ 4,365	
Mashpee	25.601	\$ 44,802	\$ 71,683	\$ 35,969	\$ 4,967	
Orleans	14.567	\$ 25,492	\$ 40,788	\$ 20,467	\$ 2,826	
Provincetown	10.443	\$ 18,275	\$ 29,240	\$ 14,672	\$ 2,026	
Sandwich	43.919	\$ 76,858	\$ 122,973	\$ 61,706	\$ 8,520	
Truro	22.003	\$ 38,505	\$ 61,608	\$ 30,914	\$ 4,269	
Wellfleet	21.005	\$ 36,759	\$ 58,814	\$ 29,512	\$ 4,075	
Yarmouth	<u>24.915</u>	<u>\$ 43,601</u>	<u>\$ 69,762</u>	<u>\$ 35,006</u>	<u>\$ 4,834</u>	
Total	412.433	\$ 721,758	\$ 1,154,812	\$ 579,468	\$ 80,012	

*with contribution of \$500,000 from Barnstable County and all administrative costs from Cape Cod Commission

Primary Features (county wide)

Category	Feature Class	Planimetrics	Feature Type	Feature Dataset	Feature Class	Field	MOCK_UP LGIM location Subtype Co Subtype Name Domain	Code	VENDOR REQUIRED ATTRIB REQUIRED DATA PROVIDED BY ecc NOTE FIELD FROM FEATURE (EG: DEP Ponds, MassDOT centerlines)
Transportation	Airport Terminal		Polygon	ReferenceData	FacilitySite	SUBTYPEFIELD	810 Transportation Transportation Facilities I	Airport Terminal	SUBTYPEFIELD, FCODE
	Airfield		Polygon	ReferenceData	FacilitySitePoint	SUBTYPEFIELD	810 Transportation Transportation Facilities I	Airport Terminal	SUBTYPEFIELD, FCODE
	Airfield		Polygon	ReferenceData	FacilitySite	SUBTYPEFIELD	810 Transportation Transportation Facilities I	Airport Runway / Airfield	SUBTYPEFIELD, FCODE
	Bike Paths		Polygon	FacilitiesStreets	StreetPavement	SURFUSE	810 Transportation Transportation Facilities I	Airport Runway / Airfield	SUBTYPEFIELD, FCODE
	Bridges		Line	FacilitiesStreets	Trail	ROADCYCLE		Bike Path	SURFUSE, SURFTYPE, WIDTH
	Bridges		Polygon	ReferenceData	FacilitySite	SUBTYPEFIELD	810 Transportation Transportation Facilities I	Bridge	ROADCYCLE, SURFTYPE
	Curbs		Polygon	FacilitiesStreets	StreetPavement	SURFUSE			SUBTYPEFIELD, FCODE
	Curbs		Polygon	FacilitiesStreets	StreetPavement	SURFUSE		Curb	TRAFFICTYPE
	Curb cuts		Polygon	FacilitiesStreets	StreetPavement	SURFUSE		Curb / Gutter	N/A
	Driveways		Polygon	FacilitiesStreets	StreetPavement	SURFUSE		Curb Cut	SURFUSE, SURFTYPE
	Driveways		Point	Address	AddressEntrancePoint	POINTTYPE		Driveway	SURFUSE, SURFTYPE
	Guardrails		Line	FacilitiesStreets	Guardrail	GUARDRAILTYPE		Driveway Entrance	POINTTYPE
	Median/Island		Polygon	FacilitiesStreets	StreetPavement	SURFUSE		Median / Island	GUARDRAILTYPE
	Parking areas, lots, lines		Polygon	FacilitiesStreets	StreetPavement	SURFUSE		Parking Lot / center line / fog line / lane line / stop line	SURFUSE, SURFTYPE
	Parking areas, lots, lines		Point	FacilitiesStreets	ParkingSpace				SURFUSE, SURFTYPE
	Parking areas, lots, lines		Line	FacilitiesStreets	PavementMarkingLine	MARKTYPE			N/A
	Railroads		Polygon	ReferenceData	FacilitySite	SUBTYPEFIELD	810 Transportation Transportation Facilities I	Parking Lot / center line / fog line / lane line / stop line	MARKTYPE
	Railroads		Point	ReferenceData	FacilitySitePoint	SUBTYPEFIELD	810 Transportation Transportation Facilities I	Railroad Station	N/A
	Railroads		Line	ReferenceData	RailroadStation		810 Transportation Transportation Facilities I	Railroad Station	N/A
	Roads		Line	ReferenceData	RoadCenterline				
	Roads		Polygon	FacilitiesStreets	StreetPavement	SURFUSE		Street	FULLNAME, FEDROUTE, STROUT, MASSDOT RIN 2013
	Shoulders (paved)		Polygon	FacilitiesStreets	StreetPavement	SURFUSE		Shoulder (Paved)	subset of RoadCenterlines
	Shoulders (unpaved)		Polygon	FacilitiesStreets	StreetPavement	SURFUSE		Shoulder (Unpaved)	SURFTYPE, SURFUSE
	Sidewalks		Line	FacilitiesStreets	Sidewalk				SURFUSE, SURFTYPE
	Sidewalks		Polygon	FacilitiesStreets	StreetPavement	SURFUSE		Sidewalk	SURFTYPE
Structures	Buildings		Polygon	ReferenceData	BuildingFootprint			Building / Out building / mobile home	SURFTYPE, SURFUSE, WIDTH
Hydrographical	Docks, piers, wharfs		Polygon	ReferenceData	FacilitySite	SUBTYPEFIELD	810 Transportation Transportation Facilities I	Boat Ramp / Dock	NUMSTORIES, BLDGHEIGHT, FEATURECODE
	Docks, piers, wharfs		Polygon	ReferenceData	FacilitySitePoint	SUBTYPEFIELD	810 Transportation Transportation Facilities I	Pier / Wharf / Quay / Mole	SUBTYPEFIELD, FCODE
	Docks, piers, wharfs		Polygon	ReferenceData	FacilitySitePoint	SUBTYPEFIELD	810 Transportation Transportation Facilities I	Boat Ramp / Dock	SUBTYPEFIELD, FCODE
	Wetlands (Rivers, streams, ponds, marsh)		Polygon	ReferenceData	Waterbody	WTRTYPE	810 Transportation Transportation Facilities I	Pier / Wharf / Quay / Mole	SUBTYPEFIELD, FCODE
	Wetlands (Rivers, streams, ponds, marsh)		Line	ReferenceData	Waterline	WTRTYPE		Lake or Pond, Stream or River, Swamp or Marsh	WTRTYPE
	Coastal structures (jetty, groin, revetment)		Line	ReferenceData	Waterline	WTRTYPE	890 Coastal Structures Coastal Structures Fcode	Stream or River	WTRTYPE
Vegetation	Street trees		Point	FacilitiesStreets	Tree			Jetty/Groin/Revetment	SUBTYPEFIELD, FCODE
	Tree canopy		Polygon	ReferenceData	Vegetation	TYPE			HEIGHT
	Landscape Area		Polygon	FacilitiesStreets	LandscapeArea	SURTYPE		Grass/Mulch/Gravel/Groundcover/Dir/Sand/Sports Turf	TYPE
Recreation	Athletic Fields		Polygon	ReferenceData	FacilitySite	SUBTYPEFIELD	820 Public Attractions Public Attractions and Landmarks	Sports Complex	CODE
	Athletic Fields		Point	ReferenceData	FacilitySitePoint	SUBTYPEFIELD	820 Public Attractions Public Attractions and Landmarks	Sports Complex	SUBTYPEFIELD, FCODE
	Athletic Fields		Polygon	ReferenceData	Park				SUBTYPEFIELD, FCODE
	Golf courses		Polygon	ReferenceData	FacilitySite	SUBTYPEFIELD	820 Public Attractions Public Attractions and Landmarks	Golf Course	N/A
	Golf courses		Point	ReferenceData	FacilitySitePoint	SUBTYPEFIELD	820 Public Attractions Public Attractions and Landmarks	Golf Course	SUBTYPEFIELD, FCODE
	Golf courses		Point	ReferenceData	Park	GOLF		Yes	SUBTYPEFIELD, FCODE
Utilities	Catch basins		Point	Stormwater	swIntert				GOLF
	Culverts		Point	Stormwater	swCulvert				N/A
	Utility Poles with Lights		Point	FacilitiesStreets	Pole	POLEUSE		Utility Pole w/ Light	N/A
	Utility poles without Lights		Point	FacilitiesStreets	Pole	POLEUSE		Utility Pole w/o Light	POLEUSE

Secondary Features

Planimetrics		LGIM					Code
Category	Feature Class	Feature Type	Feature Dataset	Feature Class	Field	Subtype Co Subtype N Domain	
Transportation	Fire roads		FireServiceOperations				
	Trails	Line	FacilitiesStreets	Trail			
Structures	Decks/steps	Polygon	FacilitiesStreets	SiteAmenityPoly	AMENTYPE	SiteAmenityType	Deck, Steps
	Pools	Polygon	FacilitiesStreets	SiteAmenityPoly	AMENTYPE	SiteAmenityType	Pool
	Pools	Polygon	ReferenceData	FacilitySite	SUBTYPEFI	820 Public Attr. Public Attractions and Landmark Structures FCode	Public Pool
	Pools	Point	ReferenceData	FacilitySitePoint	SUBTYPEFI	820 Public Attr. Public Attractions and Landmark Structures FCode	Public Pool
Hydrographic	Dams	Polygon	ReferenceData	Waterbody	WTRTYPE	WaterbodyType	Dam or Weir
	Dams	Line	ReferenceData	Waterline	WTRTYPE	WaterlineType	Dam or Weir
	Drainage Ditches	Line	Stormwater	swOpenDrain			
Vegetation	Orchards	Polygon	ReferenceData	FacilitySite	SUBTYPEFI	701 Agriculture Agriculture Food and Livestock FCode	Farm / Ranch
	Orchards	Point	ReferenceData	FacilitySitePoint	SUBTYPEFI	701 Agriculture Agriculture Food and Livestock FCode	Farm / Ranch
	Lawns	Polygon	FacilitiesStreets	LandscapeArea	MAINTAINED	YesNo	Yes
	Tree canopy	Polygon	ReferenceData	Vegetation	CANOPY	YesNo	Yes
	Tree canopy	Point	FacilitiesStreets	Tree	CANOPYSHP	TreeCanopyShape	
Recreation	Golf cart paths	Polygon	FacilitiesStreets	StreetPavement	SURFUSE	PavementSurfaceUse	Golf Cart Path
Boundary	Cemeteries	Polygon	ReferenceData	FacilitySite	SUBTYPEFI	820 Public Attr. Public Attractions and Landmark Structures FCode	Cemetery
	Cemeteries	Point	ReferenceData	FacilitySitePoint	SUBTYPEFI	820 Public Attr. Public Attractions and Landmark Structures FCode	Cemetery
	Fences/walls/hedges/stone wall	Line	FacilitiesStreets	SiteAmenityLine	AMENTYPE	SiteAmenityType	
Street Furniture	Billboards	Point	FacilitiesStreets	StreetFurniture	FURNTYPE	StreetFurnitureType	Billboard
	Signs	Point	FacilitiesStreets	Pole	POLEUSE	PoleUse	Sign
	Benches	Point	FacilitiesStreets	StreetFurniture	FURNTYPE	StreetFurnitureType	Bench
	Bus stop shelters	Point	FacilitiesStreets	StreetFurniture	FURNTYPE	StreetFurnitureType	Bus Shelter
	Parking meters	Point	FacilitiesStreets	StreetFurniture	FURNTYPE	StreetFurnitureType	Parking Meter
	Flag poles	Point	FacilitiesStreets	Pole	POLEUSE	PoleUse	Flag Pole
	Mailboxes	Point	FacilitiesStreets	StreetFurniture	FURNTYPE	StreetFurnitureType	Post Box
Utilities	Borrow pits	Polygon	ReferenceData	FacilitySite	SUBTYPEFI	710 Industry Industry FCode	Borrow Pit / Gravel Mine / Landfill
	Borrow pits	Point	ReferenceData	FacilitySitePoint	SUBTYPEFI	710 Industry Industry FCode	Borrow Pit / Gravel Mine / Landfill
	Pipelines (above ground)	Line	ReferenceData	Waterline	WTRTYPE	WaterlineType	Pipeline
	Manholes	Point	Stormwater	swManhole			
	Fire hydrants	Point	WaterDistribution	wHydrant			N/A
	Solar arrays	Polygon	ReferenceData	FacilitySite	SUBTYPEFI	750 Energy Energy FCode	Solar Facili SUBTYPEFIELD, FCODE
	Solar arrays	Point	ReferenceData	FacilitySitePoint	SUBTYPEFI	750 Energy Energy FCode	Solar Facili SUBTYPEFIELD, FCODE
	POL Storage Tanks	Point	ReferenceData	FacilitySitePoint	SUBTYPEFI	750 Energy Energy FCode	POL Storag SUBTYPEFIELD, FCODE
	Street lights	Point	FacilitiesStreets	Pole	POLEUSE	PoleUse	Street Ligh POLEUSE
	Substations	Polygon	ReferenceData	FacilitySite	SUBTYPEFI	750 Energy Energy FCode	Substation SUBTYPEFIELD, FCODE
	Substations	Point	ReferenceData	FacilitySitePoint	SUBTYPEFI	750 Energy Energy FCode	Substation SUBTYPEFIELD, FCODE
	Water Towers	Point	ReferenceData	FacilitySitePoint	SUBTYPEFI	850 Water Supl Water Supply and Treatment FCode	Water Tow SUBTYPEFIELD, FCODE
	Water Tanks	Point	ReferenceData	FacilitySitePoint	SUBTYPEFI	850 Water Supl Water Supply and Treatment FCode	Water Tanl SUBTYPEFIELD, FCODE
	Cell Towers	Point	ReferenceData	FacilitySitePoint	SUBTYPEFI	880 Informatio Information and Communication FCode	Communic SUBTYPEFIELD, FCODE
	Traffic signals	Point	FacilitiesStreets	Pole	POLEUSE	PoleUse	Traffic Sigr POLEUSE
	Wind Turbines	Polygon	ReferenceData	FacilitySite	SUBTYPEFI	750 Energy Energy FCode	Wind Facili SUBTYPEFIELD, FCODE
	Wind Turbines	Point	ReferenceData	FacilitySitePoint	SUBTYPEFI	750 Energy Energy FCode	Wind Facili SUBTYPEFIELD, FCODE
Miscellaneous	1' contours	Line	Elevation	TwoFootContour			
	Points of interest	Point	ReferenceData	FacilitySitePoint	SUBTYPEFI	820 Public Attr. Public Attractions and Landmark Structures FCode	Point of Interest
	Ruins	Point	ReferenceData	FacilitySitePoint	SUBTYPEFI	820 Public Attr. Public Attractions and Landmark Structures FCode	Historic Site
	Silos	Point	ReferenceData	FacilitySitePoint	SUBTYPEFI	701 Agriculture Agriculture Food and Livestock FCode	Silo
	Smokestacks	Point	ReferenceData	FacilitySitePoint	SUBTYPEFI	710 Industry Industry FCode	Smokestack



CAPE COD COMMISSION
3225 Main Street
P.O. Box 226
Barnstable, MA 02630

INVOICE

REMIT TO

Barnstable County
c/o Cape Cod Commission
P. O. Box 226
Barnstable, MA 02630

INVOICE #

001260-4201-1601

DATE

8/24/15

BILL TO

Town of Truro
24 Town Hall Road
Truro, MA 02666

DESCRIPTION

Planimetrics Database Project – Town of Truro

AMOUNT

\$4,269.00

TOTAL

\$4,269.00

If you have any questions about this invoice, please contact
[gcoyne@capecodcommission.org]



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, on behalf of Pete Fasano of Vinegrass

REQUESTED MEETING DATE: September 29, 2015

ITEM: Application for a Sunday entertainment license and request to use Town-Owned Property (Head of the Meadow Beach Parking Lot)

EXPLANATION: Vinegrass will be performing at Truro Vineyards for a Musical Fundraiser which will include amplified music by a band containing (5 fiddles, guitar, banjo and bass). Vinegrass expects an overflow of parking. Patrons will be directed to the parking lot at Head of the Meadow Beach, where they will be shuttled back to Truro Vineyards (Sunday, October 4th from 11-6:30pm).

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The Music Festival Fundraiser will need to be held somewhere else, parking issues may arise, patrons will need to find alternate parking.

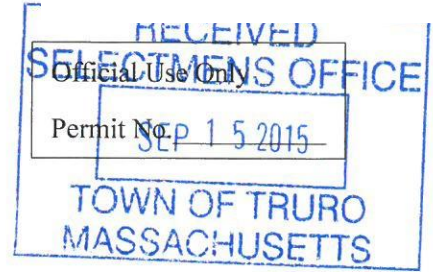
SUGGESTED ACTION: *MOTION TO approve the application for a one day Entertainment License, Massachusetts State Application for Public Entertainment on a Sunday and to approve the use of Head of the Meadow Beach Parking Lot for overflow parking from Truro Vineyards on Sunday, October 4th from 11-6:30pm, and to authorize the Chair to sign.*

ATTACHMENTS:

1. Application for an Entertainment License
2. Application for permit to use Town-Owned property
3. The Commonwealth of Massachusetts License for Public Entertainment on a Sunday
4. Memo from Kelly Clark, Recreation and Beach Director



TOWN OF TRURO
Licensing Department
PO Box 2030, Truro, MA 02666
 PH: 508-349-7004, Ext. 10 & 24 Fax: 508-349-5505
 Email: ntudor@truro-ma.gov or nscoullar@truro-ma.gov



Application for an Entertainment License

☐ Weekday ☒ Sunday

The undersigned hereby applies for a license in accordance with the provisions of Mass. General Laws, c.140 §181

BUSINESS/ORGANIZATION INFORMATION

PETE FASANO VINEGRASS
 Name of Applicant Business/Organization Name
PO BOX 23 YARMOUTH PORT MA 02675
 Mailing Address of Business/Organization

Confirmation of Non-profit Status

Is this a Non-profit or For-profit Entity (Check the appropriate box) ☒ Yes ☐ No
 If yes, proof of 501c3 must accompany this application

Contact Person Phone Number Email

INDIVIDUAL APPLICANT INFORMATION

Individual's Name Mailing Address
 Phone Number Email Address

EVENT INFORMATION

October 4, 2015 Music Festival Fundraiser
 Day (s)/Date (s) of Event for License to be issued Purpose of Event (example: fundraiser)

Hours of Event (from - to) 11-6

11 Shore Rd Rt 6A N. Truro, MA Event is: ☐ Indoor ☒ Outdoor Event
 Location (Must provide facility name, if any, street number and name) (Please check applicable box)

Kristen Roberts **Personal Information Redacted**
 Property Owner Name and Address Phone number

Seating Capacity: X Occupancy Number: 600

X Approximate number of people attending 450
 Name of Caterer (if applicable) Tix sold as of 9/15

If the event is catered please return Caterer Food Service Form to Health Agent at Fax # 508.349.5508

Will an admission fee be collected?

☒ Yes

☐ No

Will there be a One Day Alcohol License

☐ Yes

☒ No

If yes; you **must** also apply for a One Day Alcohol License

Will there be Police Traffic Control?

☒ Yes

☐ No

ENTERTAINMENT INFORMATION

Type of Entertainment: Please check the appropriate boxes.

Dancing: ☒ By Patron ☐ By Entertainers ☐ No Dancing

Music: ☐ Recorded ☐ Juke Box ☒ Live ☐ No Music

Number of Musicians & Instruments 5 fiddle, guitar, banjo, bass

Amplified System: ☒ Yes ☐ No

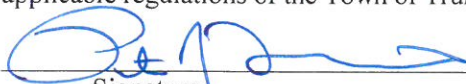
Shows: ☐ Theater ☐ Movies ☐ Floor Show ☐ Light Show

☒ No Show

Other: ☐ Video Games ☐ Pool/Billiard Tables (Please indicate quantity) _____

Applicant's Signature

I certify under the pains and penalties of perjury that the above information is true and that I will comply with all applicable regulations of the Town of Truro.


Signature

9.15.2015

Date

- A valid entertainment license must be on the premises before the entertainment is commenced.
- No entertainment shall be offered, conducted, or otherwise provided by any establishment licensed under MGL Chapter 140 without first obtaining an entertainment license from the Board of Selectmen.
- Sunday entertainment must be specifically requested and addressed in the permitting process.
- These regulations are intended to allow the Board of Selectmen to determine the appropriate parameters to limit impacts to the neighbors of the establishment and to the community by the establishment and the entertainment provided therein.
- A copy of the required Fire Safety Inspection Certificate of the facility must be provided, if applicable.
- The Local Licensing Authority may impose restrictions and/or conditions.

Office Use Only

APPROVAL

Permit No. _____

Board of Selectmen _____ Meeting Date _____

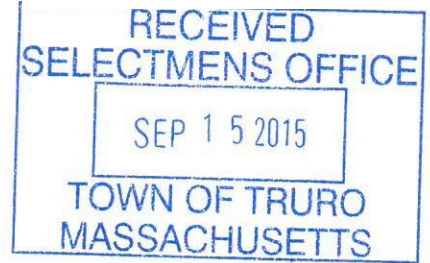
Police Department Kyle Takajian Date 9/18/15

Restrictions/Conditions attached to the license by the Board of Selectmen or its Delegate: _____

Details for Officers arranged with A.D.

TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666
Tel: (508) 349-7004 Fax: (508) 349-5505



APPLICATION FOR PERMIT TO USE TOWN-OWNED PROPERTY

Applicant: PETE FASANO Email: Personal Information Redacted

Group Affiliation (If Any): Vinegrass

Mailing Address: PO Box 23 City: YARMOUTH State: MA Zip: 02675

Phone: _____ Cell Phone: Personal Information Redacted

Type of Activity (Please be **specific** as to number of persons, equipment to be used (if any), whether food or beverages will be served, parking arrangements, etc.):

PARKING FOR SHUTTLE TO TRURO VINEYARDS

Town Property to be Used: HEAD OF THE MEADOW

Date(s) and Hours of Use: SUNDAY OCT 4 11-6:30 Day: _____

Applicant is responsible for obtaining all necessary permits and inspections (see page 2)

I, as applicant for the above, do hereby acknowledge that the town is exempt from any liability for this activity. I, as applicant for the above, additionally guarantee that the area to be used will be cleaned and left free of any debris at the completion of said activity. A fee of \$50.00 is to be submitted to the Town upon approval of the application by the Board of Selectmen.

[Signature]
Signature of Applicant

9.15.2015
Date

Action by the Board of Selectmen: _____ Date: _____

_____ Approved as submitted


_____ Approved with the following condition(s): _____

_____ Disapproved with the following reason(s): _____

Signatures of the Board: _____

APPLICANT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS & INSPECTIONS

Health/Conservation Agent Signature: _____ Comments/Conditions: Permits/Inspections needed:	Building Commissioner Signature: _____ Comments/Conditions: Permits/Inspections needed:
Police Department Signature: <i>Kyle Takahjian</i> _____ Comments/Conditions: <i>traffic / security detail needed</i>	Fire Department Signature: <i>Brian</i> _____ Comments/Conditions:
DPW Signature: <i>Janet</i> _____ Comments/Conditions:	Harbormaster Signature: _____ Comments/Conditions:
Recreation & Beach Director: <i>Kelly Clara</i> _____ Comments/Conditions: <i>* memo emailed</i>	OTHER: _____ Comments/Conditions:

THE COMMONWEALTH OF MASSACHUSETTS Town _____ OF _____ Truro _____			
State Fee, \$ <u>5.00</u> Municipal Fee, \$ <u>\$12.50</u>			
<h1 style="margin: 0;">LICENSE</h1>			
For PUBLIC ENTERTAINMENT ON SUNDAY			
The Name of the Establishment is <u>TRURO VINEYARD</u>			in or on the property at No. _____
<u>11 SHORE DRIVE NORTH TRURO, MA 02652</u>			(address)
The Licensee or Authorized representative, <u>PETER FASANO</u>			in _____
accordance with chapter 136 of the General Laws, as amended, hereby request a license for the following program or entertainment:			
DATE	TIME	Proposed dancing or game, sport, fair, exposition, play, entertainment or public diversion	
<u>10/4/15</u>	<u>11am-6pm</u>	<u>ENTERTAINMENT - MUSIC FESTIVAL</u>	

Hon. _____ Mayor/ Chairman of Board of Selectman, _____ Town of Truro _____ (City or Town)

Paul Wisotzky, Chairman

Fees per occurrence (Individual Sunday(s)): Regular Hours (Sunday 1:00pm – Midnight): \$2.00 Special Hours (Sunday 12:00 am- Midnight): \$5.00. Annual Fee (For Operating on every Sunday in calendar year): Regular Hours (Sunday 1:00pm – Midnight): \$50.00 Special Hours (Sunday 12:00 am- Midnight): \$100.00

This license is granted and accepted, and the entertainment approved, upon the understanding that such entertainment that the licensee shall comply with the laws of the Commonwealth applicable to licensed entertainments, and also to the following terms and conditions: The licensee shall at all times allow any person designated in writing by the Mayor, Board of Selectmen, or Commissioner of Public Safety, to enter and inspect his place of amusement and view the exhibitions and performances therein; shall permit regular police officers, detailed by the Commissioner of Public Safety or Chief of the local Police Department to enter and be about this place of amusement during performances therein; may employ to preserve order in his place of amusement only regular or special police officers designated therefore by the Chief of Police, and shall pay to said Chief of Police for the services of the regular police officers such amount as shall be fixed by him; shall permit at all times to enter and be about his place of amusement such members of the Fire Department as shall be detailed by the Chief of the Fire Department to guard against fire; shall keep in good condition, go as to be easily accessible, such standpipes, hose, axes, chemical extinguishers and other apparatus as the fire department may require; shall allow such members of the fire department in case of any fire in such place, to exercise exclusive control and direction of his employees and of the means and apparatus provided for extinguishing fire therein; shall permit no obstruction of any nature in any aisle, passageway or stairway of the licensed premises, nor allow any person therein to remain in any aisle passageway or stairway during an entertainment; and shall conform to any other rules and regulations at any time made by the Mayor or Board of Selectmen. This license shall be kept on the premise where the entertainment is to be held, and shall be surrendered to any regular police officer or authorized representative of the Department of Public Safety. This license is issued under the provisions of Chapter 136 of the General Laws, as amended, and is subject to revocation at any time by the Mayor, Board of Selectmen, or Commissioner of Public Safety.

Do not write in this box

This application and program must be signed by the licensee or authorized representative of entertainment to be held. No Change to be made in the program without permission of the authorities granting and approving the license.

THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE ON THE PREMISES

Truro Community Center
7 Standish Way
North Truro, MA 02652

P.O. Box 2030
Truro, MA 02666

P: 508.487.1632/ F: 508.487.0854
Email: RecDirector@truro-ma.gov
www.truro-ma.gov/recreation



RECREATION & BEACH DEPARTMENT

To: Members of the Board of Selectmen
Pete Fasano, Vinegrass
From: Kelly Sullivan Clark, Recreation & Beach Director
Re: Use of Town Beach/ Parking Lot

September 17, 2015

Dear Members of the Board of Selectmen and Mr. Fasano,

I am writing in regard to the application of Pete Fasano on behalf of Vinegrass for Head of the Meadow parking lot use on Sunday, October 4, 2015. In reviewing the application, I would like to notify and/or remind you of the following conditions regarding use of the Town beaches and/or parking lots.

- Alcohol is not permitted on the beaches, unless approved by the Board of Selectmen.
- Handicap parking spaces should be used only with the appropriate placard/permit.
- All garbage, decorations, equipment, etc. should be removed from the beach and parking lot by the end of the event.
- Protected species and their habitats should not be disturbed.
- Glass is not permitted on the beaches.
- Vehicles are not permitted on the beach at any time without appropriate permits.
- Fires on the beach require additional permitting.
- Access to the parking lot and/ or beach cannot be blocked.
- Tents, pavilions and other structures require special approval.
- The event should obey all Town noise and light ordinances.

Failure to comply with the above conditions may result in Federal, State and/or Local legal consequences, depending on the violation. Additionally, please remember that there are may not be restroom facilities available at the time of your event at the beaches.

We appreciate your cooperation and hope you enjoy your use of the beach and/or parking lot.

Sincerely,

Kelly Sullivan Clark
Recreation & Beach Director
Town of Truro



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Information Technology

REQUESTOR: David Wennerberg, IT Director

REQUESTED MEETING DATE: September 29, 2015

ITEM: Declaration of surplus computer equipment.

EXPLANATION: The Town has unusable and/or unsupported computer equipment which needs to be disposed of by sending them to the DPW's electronics equipment hauler. All hard drives have been removed and will be destroyed separately as part of the Barnstable County I.T. hard drive disposal program.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Equipment will have to be stored.

SUGGESTED ACTION: *Motion to declare the attached list of computer equipment as surplus and to authorize the disposal of the surplus equipment.*

ATTACHMENTS:

1. List of surplus equipment.
2. Barnstable County I.T. hard drive disposal program.

Manufacturer	Model #	Serial #	Count	Comments	Type
HP	Compaq dc5800 Small Form Factor	2UA92705M7			Workstation
HP	Compaq dc5800 Small Form Factor	2UA92705MH			Workstation
HP	Compaq dc5800 Small Form Factor	2UA928189F			Workstation
HP	Compaq dc5800 Small Form Factor	2UA928189H			Workstation
HP	Compaq dc5800 Small Form Factor	2UA9281898			Workstation
HP	Compaq dc5800 Small Form Factor	2UA82112ZK			Workstation
HP	Compaq dc5800 Small Form Factor	2UA82112Z5			Workstation
HP	Compaq dc5800 Small Form Factor	2UA92413VN			Workstation
HP	Compaq dc5800 Small Form Factor	2UA928189B			Workstation
HP	Compaq dc5800 Small Form Factor	2UA92705MG			Workstation
HP	Compaq dc5800 Small Form Factor	2UA928189P			Workstation
HP	Compaq dc5800 Small Form Factor	2UA928189K			Workstation
HP	Compaq dx2300 Micro Tower	2UA73616GQ			Workstation
HP	Compaq dx2300 Micro Tower	2UA73616H0			Workstation
HP	Compaq dx2300 Micro Tower	2UA73616GR			Workstation
Gateway	GP6-450	011276810		10/14/1998	Workstation
Dell	PowerEdge 400SC	CWDWt41		Old Mail (Win 2000)	Workstation
HP	ProLiant ML150G6	MX59520SBK			Workstation
HP	ProLiant ML530	MXQ991600HS		MUNIS2	Workstation
IBM	ThinkCentre	LKTN212			Workstation
IBM	ThinkCentre	LKTN207		Library3	Workstation
IBM	ThinkCentre	LKTM693			Workstation
HP	Compaq dx2300	2UA73616FT			Workstation
IBM	ThinkCentre	LKTT146			Workstation
Cool Master				Custom Build - Old Mail	Workstation
HP	DeskJet 5550		1		Printer
HP	LaserJet 1200		1		Printer
HP	LaserJet 1000		2		Printer
APC	350		1		UPS
Tripplite		9420AY60M511700026	1		UPS
IOMEGA	Network Storage Device		4		MISC
			2	Lamps	MISC

			2	Boxes Misc Cabling / Mice /	
			1	Keyboards / Speakers	MISC
HP	ScanJet 5300C	CN0BY23890	1		Printer
Xerox	Phaser 6100	A3LP6100	1		Printer
HP	OfficeJet 6310 All-In-One	CN655CE33Z	1		Printer
HP	PSC 1400 All-In-One	CN64BD91PQ	1		Printer
Proxiium		13US185C10121	1	WAP	MISC
APC	1000	SU1000RM2U	1		UPS
Belkin		BEL1WTGT	1	Router	MISC
HP	LaserJet 6P	USDH065251	1		Printer
HP	Photosmart C4385 All-In-One	CN859F60JX	1		Printer
			12	Monitors	MISC
HP	OfficeJet Pro K550	MY629313G9	1		Printer

Barnstable County Regional Hard Drive Collection/Destruction/Disposal

BCIT has sought 3 price quotes for the Barnstable County Regional Hard Drive Surplus Collection, Destruction and Disposal

What vendor was selected?

Metech Recycling of Worcester was selected as the most responsive and lowest bidder.

Who are they?

They are an environmental recycler dedicated to the proper handling of electronic waste. They are also certified as MA and US e-Stewards and are committed to protecting the environment. They do not export materials, use landfills or prison labor. Metech provides secure data destruction including certification, recycled material tracking, reporting and electronics disposal accounting.

How does the collection work?

Metech will come to the County campus (on a date TBD) for a collection during the hours of 10:00 am – noon.

IT Directors (or their Designees) are required to bring a list of the Make/Model of the drives including serial numbers. The Director/Designee will place these drives into lockable all-weather Gaylord containers.

Where do the drives go?

Metech will transport the locked containers to their plant in Worcester. Upon arrival, the drives are removed and scanned for serial numbers.

They will then be destroyed with a data device shredder.

The e-Waste will be collected and sorted into multiple lot numbers. Each lot will then be distributed to a MA recycling facility.

How do we know when the process is complete? After the destruction and disposal process is completed, Barnstable County will receive a Certificate of Destruction from Metech. Additionally, they will provide e-Waste Receipt Confirmation. This confirmation will indicate the recycling facility the e-Waste was sent to. The County will then forward these documents back to the IT Directors for their records.

How much does this cost?

Barnstable County IT Dept will be providing this regional service to the Cape Towns & Islands for FREE.

What do I need to do to participate?

Please contact Keri Peters (kpeters@barnstablecounty.org) at BCIT if you are interested or have further questions. She will need to know how many drives you will be bringing.

Document the serial numbers on your hard drives and bring them with you to the collection for the vendor.

Date/Time?

To be determined by the CATMAN group. Collection time will be 10-noon.



DRAFT

**Truro Board of Selectmen
Joint Meeting with the Planning Board
September 8, 2015
Town Hall Meeting Room**

BOS Members Present: Chair Paul Wisotzky, Maureen Burgess, Jay Coburn, Robert Weinstein, Janet Worthington

Planning Board Members Present: Chair Lisa Maria Tobia, Bruce Boleyn, Jack Riemer, Steve Sollog

Absent from Planning Board: Michael Roderick

Present: Town Administrator Rae Ann Palmer, Assistant Town Administrator/Planner Charleen Greenhalgh

BOS Chair Paul Wisotzky and Planning Board Chair Lisa Maria Tobia called the meeting to order at 5:30 p.m. and introduced members of both boards. The meeting was videotaped.

Vacancy on Planning Board

The task before the Boards was to decide by a joint vote upon the candidate for the vacancy on the Planning Board. A majority vote was necessary to make a decision. Members of the Board of Selectmen initiated the discussion of their concerns and expectations for Paul Kiernan or Richard Fishman, the two candidates who had applied for the position. Several members favored seeking further candidates for the opening before making a decision.

Planning Board members gave their viewpoints on the two candidates and their impressions from the interviews. They commented the difficulty of finding volunteers willing to serve on Town boards.

Jay Coburn moved to table the decision until further candidates for the Planning Board vacancy had applied for the position. Robert Weinstein seconded.

Members of both boards discussed a time frame for a further search for qualified candidates to apply and finding someone that would receive a majority vote. Candidates who would offer fresh perspective are welcome. There was no date or number of candidates set before a decision is to be made.

The motion to table the decision carried 6 to 4.

Selectman Jay Coburn suggested scheduling future joint meetings of the two boards for discussion of other issues.

Adjournment

Robert Weinstein moved to adjourn. Maureen Burgess seconded. The motion carried 5-0. The joint meeting was adjourned at 6:03 p.m., and the Planning Board continued with their regular meeting after a short break.

Respectfully submitted,

Mary Rogers
Recording Secretary

Paul Wisotzky, Chair

Maureen Burgess, Clerk

Jay Coburn

Janet Worthington, Vice-chair

Robert Weinstein

DRAFT

**Truro Board of Selectmen
Special Meeting, September 15, 2015
Town Hall Meeting Room**

Members Present: Chair Paul Wisotzky; Maureen Burgess, Robert Weinstein, Janet Worthington

Absent: Jay Coburn

Present: Town Administrator Rae Ann Palmer

Chair Paul Wisotzky called the meeting to order at 5:00 p.m., introduced the Board of Selectmen and announced that the meeting was being videotaped. Since no one in attendance came forward for Public Comment, Chair Paul Wisotzky opened the public hearing.

PUBLIC HEARING

The public hearing was for an amendment to Aquaculture Grants Regulations by reordering numbers of the following Shellfish Aquaculture License sites: Parker Small and Scott Lindell change of license to #20 from #19; Beau Gribbin change of license to #19 from #22; and Dan and Jill Smith change of license to #21 and #22 from #20 and #21.

Harbor Master/Shellfish Constable Tony Jackett came forward to explain the switch in grant numbers. He also discussed some shellfishing matters with the Board.

Paul Wisotzky closed the public hearing at 5:05 p.m., and Robert Weinstein moved to authorize the amendments in numbering for Parker Small and Scott Lindell to #20; Beau Gribbin to #19; and Dan and Jill Smith to #21 and #22. Janet Worthington seconded, and the motion carried 4-0.

ACTION ITEMS

Town Administrator Rae Ann Palmer asked that the Board approve the Municipal Calendar in its final form. The Budget process will begin earlier, she said.

Maureen Burgess moved to approve the 2016 Annual Municipal Calendar. Robert Weinstein seconded, and the motion carried 4-0.

Deputy Assessor Cathy Fryxell and Chair of the Board of Assessors Bruce Boleyn came forward to explain the request for signatory authority for the Classification Tax Allocation (LA-5). She will sign electronically with the Department of Revenue on behalf of the Board of Selectmen after they sign the hard copies of the form.

Maureen Burgess moved to grant the authority to the Deputy Assessor Cathy Fryxell to sign the LA-5 (Department of Revenue Gateway) electronic form on behalf of the Board of Selectmen and to authorize the Chair to sign the authorization form. Robert Weinstein seconded, and the motion carried 4-0.

Deborah McCutcheon had three items of business. As Conservation Commission Chair, Deborah McCutcheon presented framed artwork donated by AmeriCorps to the Town of Truro. She commended the AmeriCorps volunteers for their contributions to management of the Truro woods.

Secondly, Assembly of Delegates' Representative Deborah McCutcheon updated the Selectmen on recent matters. These included budget issues, an effort to examine county government structure, the contaminated fire testing area and the high electric rates for Cape Light consumers. Ms. McCutcheon is now Deputy Speaker of the Assembly of Delegates and attends meeting twice a month, she reported.

As Co-Chair of the Community Preservation Committee, Deborah McCutcheon noted the 2015 update of the CPC Plan, the third one since the Town accepted the Community Preservation Act. The new booklets are now available, especially for use by applicants for grants. There is an opening available for a Recreation representative to CPC, she announced. She answered questions the Selectmen had on certain goals.

CONSENT AGENDA

There were ten items on the Consent Agenda for the Board to review and approve:

- A. Authorization of the Chair to sign the FY 2015 CDBG – Community Development Fund I (CDFI) Grant Contract;
- B. Use of Town Property for Stop Cape Addiction and Road Race September 27th ;
- C. Reappointments of Nicholas Norman to the Open Space Committee; Helen McNeil Ashton to the Historical Commission; and Mark Peters-Board of Health;
- D. Truro Treasures Weekend 2015 Applications: Use of Town Property Community Center Sept. 20th; Road Race Application and Use of Town Property Pamet Harbor to Ballston Beach Sept. 20th and Special One Day Alcohol License (Wine only) Sept. 19th; Authorize the Chair to sign;
- E. ADA License Grant renewal #15 and #16 to Franklin Carpenter;
- F. Declaration of Surplus Property Recreation Department- Popcorn Machine and Seasonal outdoor tent;
- G. Bike and Road Race Application for the Wounded Warrior Project (Soldier Ride Event) for September 25th;
- H. Wounded Warrior Project (Soldier Ride) Proclamation;
- I. National Suicide Prevention Month for September (Cape and Islands Suicide Prevention Coalition); and
- J. Minutes of August 25, 2015.

Maureen Burgess moved to approve the entire Consent Agenda. Robert Weinstein seconded, and the motion carried 4-0.

SELECTMEN'S REPORTS

Robert Weinstein reported on the Bike and Walkways meeting last week. Maureen Burgess had attended the 299th meeting the Cape Cod National Seashore Advisory Committee. The Seashore is continuing to repair the Highland Light tower, she said. Paul Wisotzky said he'd spent Selectmen Hours at the Transfer Station where he met citizens with concerns about the Herring River Restoration Project and about emergency

notification procedures. He, along with Janet Worthington and Rae Ann Palmer, had attended the Conservation Commission's meeting and discussed improved communications and the roles of both bodies. They plan to hold a joint meeting of the Conservation Commission and Board of Selectmen. Janet Worthington reported that a number of issues came up during her Selectmen Hours at the Transfer Station: single stream recycling, erosion at Great Hollow, Comcast installation progress, road plowing and a suggestion for a sign listing the businesses found off the exit for Highland Road. Robert Weinstein had updates on single stream recycling/ Pay-As-You-Throw and progress on Comcast installations. Paul Wisotzky suggested putting a sign for businesses at the exit for Truro Center as well as Highland Road with the permission of the Department of Transportation (DOT) since Route 6 is a state road.

Janet Worthington acknowledged the fine summer work of the Fire-Rescue and Police Departments.

AGENDA FOR NEXT MEETING

Town Administrator reviewed Agenda items for the September 29, 2015 meeting. There is a need for executive session before the regular meeting begins. She took suggestions from the Board for future meeting agendas.

TOWN ADMINISTRATOR'S REPORT

Town Administrator Rae Ann Palmer reported on: the DPW Director's report on snow plowing; an AFSCME mediation; a meeting on the solar project; the DEP's visit to the Transfer Station; e-mail conversion to Outlook; the Town of Truro's Facebook page; and Reverse 911 robo-call considerations.

ADJOURNMENT

Weinstein moved to adjourn. Burgess seconded, and the motion carried 4-0. The meeting was adjourned at 5:52 p.m.

Respectfully submitted,

Mary Rogers
Recording Secretary

Paul Wisotzky, Chair

Maureen Burgess, Clerk

Jay Coburn

Janet Worthington, Vice-chair

Robert Weinstein

Public Records Material of 09/15/15

- 1.) 2016 Municipal Calendar
- 2.) CPC 2015 Plan
- 3.) FY 2015 CDBG – Community Development Fund I (CDFI) Grant Contract
- 4.) Use of Town Property Stop Cape Addiction Road Race September 27th
- 5.) Reappointments: Nicholas Norman - Open Space Committee; Helen McNeil Ashton –
- 6.) Historical Commission; Mark Peters-Board of Health
- 7.) Truro Treasures Weekend 2015 Applications: Use of Town Property Community Center Sept. 20th; Road Race Application and Use of Town Property Pamet Harbor to Ballston Beach Sept. 20th and Special One Day Alcohol License (Wine only) Sept. 19th
- 8.) ADA License Grant renewal #15 and #16 for Franklin Carpenter
- 9.) Declaration of Surplus Property from Recreation Department
- 10.) Bike and Road Race Application for Wounded Warrior Project
- 11.) Wounded Warrior Project (Soldier Ride) Proclamation
- 12.) National Suicide Prevention Month for September information