



Truro Board of Selectmen Meeting Agenda
Tuesday, June 9th, 2015
Executive Session Meeting – 4:30pm
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, and Section 21(a) Number 2 to conduct strategy sessions in preparation for negotiations with Town Counsel, whereas discussion of these matters in open session would have a detrimental effect on the bargaining/litigating position of the Town and to reconvene in regular 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*

2. PUBLIC HEARINGS

- A. The Truro Board of Selectmen will hold a public hearing on Wednesday, June 9, 2015 at 5:00 p.m. at Truro Town Hall, 24 Town Hall Road, Truro, on an application for a new Peddler License received from Joseph F. Rugo, owner d/b/a Joeys Food Truck, location to be Head of the Meadow Beach.

3. BOARD/COMMITTEE/COMMISSION APPOINTMENTS

- A. Review and Interview Truro Police Department Appointment of a Student/Probationary Police Officer
- B. Review and Approve and Appointment Gary Palmer as Truro's Representative to the Provincetown Water and Sewer Board

4. TABLED ITEMS NONE

5. BOARD OF SELECTMEN ACTION

- A. Discussion on Conservation Restriction for Edgewood Farm
Presenter: Fred Gaechter, Truro Conservation Trust
- B. Discussion of South Pamet Road Parking
Presenter: Rae Ann Palmer
- C. Discussion on Board of Selectmen Meeting Calendar
Presenter: Paul Wisotzky
- D. Continue Discussion on the FY16 Goals and Objectives
Presenter: Paul Wisotzky
- E. Review and Approve Release of Executive Session Minutes
Presenter: Rae Ann Palmer

6. CONSENT AGENDA

- A. Review and Approve and Authorize the Chair to sign:
 - 1. Contract with Joey Rugo dba Joey's Food Truck for Head of the Meadow Beach Food Vendor
 - 2. Interagency Agreement Between the Town of Truro and Cape Cod Regional Transit Authority
- B. Review and Approve One Day Entertainment License and Use of Snow's Park-Truro Concert Committee-Thursdays 7/2-8/27 from 6:30-7:30pm and Authorize the Chair to sign applications
- C. Review and Approve One Day Entertainment Licenses for Payomet Performing Arts Center 6/20-9/27/2015 and Authorize the Chair to sign applications
- D. Review and Approve One Day Entertainment Licenses for Truro Vineyards 6/20, 6/14-8/26 (Wednesdays) 7/23, 7/30, 8/14, 9/20 and Authorize the Chair to sign applications
- E. Review and Approve One Day Alcohol Licenses and Entertainment Licenses -Truro Center for the Arts at Castle Hill- 6/27, 7/19, 8/1, 8/8, and 8/29 and Authorize the Chair to sign applications

- F. Review and Approve One Day Entertainment Licenses for Friends of the Truro Meeting House-6/20, 7/5, 7/18, 7/26, 8/13, 8/28 and Authorize the Chair to sign applications
- G. Review and Approve Reappointments: John Thomas as Constable, Catherine Staff-COA; Fran Johnson-Beach Commission; Re-appointments for National Park Rangers as Truro Special Police Officers for a three year terms;
- H. Review and Approve Extension of Hours Liquor License- Jams Inc. (Sunday's 10AM) per MGL 138§15

7. SELECTMEN REPORTS AND LIAISON REPORTS

8. NEXT MEETING AGENDA: TUESDAY, June 23rd, 2015

9. TOWN ADMINISTRATOR'S REPORT



Agenda Item : 2A

TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Licensing

REQUESTOR: Nicole Tudor and Noelle Scoullar, Executive Assistants

REQUESTED MEETING DATE: June 9, 2015

ITEM: Public Hearing* for a Business License Application for a new Peddler License for Joseph F. Rugo, d/b/a Joeys Food Truck to operate at Head of the Meadow Beach. **Public Hearing for Food Service scheduled June 17th with Board of Health.*

EXPLANATION: Mr. Rugo won the Request for Proposal for the Head of the Meadow Beach Vendor (later item under Consent Agenda.) At this time Mr. Rugo is seeking the necessary Business License – a Peddler License – for his Food Truck, known as Joeys Food Truck.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: There would not be a food vendor for this summer.

SUGGESTED ACTION: MOTION TO approve the Business License Application for a new Peddler License for Joseph F. Rugo d/b/a Joeys Food Truck to operate at the Head of the Meadow Beach.

ATTACHMENTS:

1. Copy of the legal notice
2. Copy of the Business License Application
3. Award Letter



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Licensing Department

Tel: 508-349-7004, Extension: 10 or 24 Fax: 508-349-5505

Email: ntudor@truro-ma.gov or nscoullar@truro-ma.gov

TOWN OF TRURO
PUBLIC HEARING
NEW BUSINESS LICENSE
Peddlers License

The Truro Board of Selectmen will hold a public hearing on Wednesday, **June 9, 2015 at 5:00 p.m.** at Truro Town Hall, 24 Town Hall Road, Truro, on an application for a new Peddler License received from Joseph F. Rugo, owner d/b/a Joeys Food Truck, location to be Head of the Meadow Beach.

Comments from the public will be heard, and all interested parties are urged to attend.

Jay Coburn, Chairman
Truro Board of Selectmen
5/28/15, 6/4/15



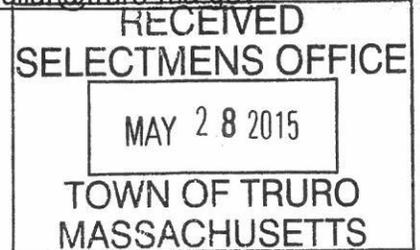
TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Licensing Department

Tel: 508-349-7004, Extension: 10 or 24 Fax: 508-349-5505

Email: ntudor@truro-ma.gov or nscoullar@truro-ma.gov



BUSINESS LICENSE APPLICATION

Date: MAY 26 2015 Renewal New

Section 1 – License Type

Please check the appropriate box the best describes the license type(s).

LODGING	# UNITS	FOOD SERVICE	RETAIL SERVICE	OTHER
<input type="checkbox"/> Motel	_____	<input checked="" type="checkbox"/> Food Service (Restaurant/Mobile Food Vending)	<input type="checkbox"/> Gas Station	<input type="checkbox"/> Pool/Spa
<input type="checkbox"/> Cottage Colony	_____	<input type="checkbox"/> Common Victualer	<input type="checkbox"/> Tobacco	<input checked="" type="checkbox"/> Peddler
<input type="checkbox"/> Condominium	_____	<input type="checkbox"/> Transient Vendor		
<input type="checkbox"/> Campground	_____	<input type="checkbox"/> Manufacturer of Ice Cream		
<input type="checkbox"/> Lodging	_____	<input type="checkbox"/> Bakery		
		<input type="checkbox"/> Foods (snacks) Commercially Packaged		
		<input type="checkbox"/> Catering		

Section 2 – Business Information

Federal Employers Identification Number (FEIN/SS) Personal Information Redacted

JOSEPH RUGO FOOD TRUCK GYPSY INC DBA JOEYS FOOD TRUCK
Print Name of Applicant Business Name or DBA (Check if new name)

JOSEPH RUGO
Owner Name

246 MAIN ST Wellfleet MA P.O. BOX 696 Wellfleet 02667
Street Address of Business Mailing Address of Business (Check if New Address)

Personal Information Redacted Personal Information Redacted
Business Phone Number (Check if New Phone Number) Business E-Mail Address

Section 3 – Manager Information

Check if New Manager (Must submit application to Name a Manager)

Complete below if Manager is same as previous year.

Manager Name Nicholas Kirkpatrick Residential Address (include Unit#) 1878 RTE 6 Mailing Address unit #2 S. Wellfleet Phone (24 hrs a day) 696 wellfleet PO Box wellfleet MA 0266

Manager's Signature (REQUIRED) *Nicholas Kirkpatrick*

Section 4 – Hours of Operation

Annual Seasonal (Please check one that applies)

Opening Date (MM/DD/YYYY) 6/20/2015 Closing Date (MM/DD/YYYY) 9/7/2015

Days of the Week Open 7 Hours of Operation (Opening to Closing) 10am - 4pm

Section 5 – Additional Applications & Documentation

Additional Documentation is required for the following: (Check if applicable)

RESTAURANTS- Food Service Application & Inspection of Kitchen Equipment
(Inspection of Commercial Hood and Ventilation System & Copy of current service report of mechanical washing equipment (Dishwasher))

RETAIL SALES –Permit to Sell Tobacco Application

GAS STATIONS – Service Station Compliance Form & Third-Party Underground Storage Tank Inspection Report (FP-289) form

Last Inspection _____ Next Inspection _____ Facility ID _____

SMOKE DETECTOR/FIRE PROTECTION CERTIFICATION

IF YOU HAVE EMPLOYEES- Workers Compensation Affidavit & Certificate of Insurance

IF YOU DO NOT HAVE EMPLOYEES- Workers Compensation Affidavit

Section 6 – ATTESTATION

Sign the following statements ONLY if they are true:

I hereby attest that I am conducting a business in the Town of Truro in accordance with the statutes of the Commonwealth of Massachusetts and subject to the rules and regulations promulgated by the Licensing Authorities for the Town of Truro.

Joseph F. Ruzza
Signature of Applicant

I certify under the penalties of perjury that, to the best of my knowledge and belief, I have filed all State tax returns and paid all applicable State taxes, Room Occupancy taxes, Meal Tax and local property taxes as required by law.

Joseph F. Ruzza
Signature of Applicant

Choose one of the following statements to attest as the truth. They cannot both be true, so be sure that you only sign on one of the signature spaces below:

I attest that under the provisions of MGL Chapter 152, Paragraph 25C, I am in compliance with the law insofar as I **do** have employees in my business and therefore am required to provide the Town of Truro with a copy of my Workers Compensation Coverage to obtain a license for my business.

Joseph F. Ruzza
Signature of Applicant

I attest that I **do not** have employees in my business. _____
Signature of Applicant

5/26/2015
DATE

Complete the application and supporting documents and mail or bring them with the appropriate fees to:

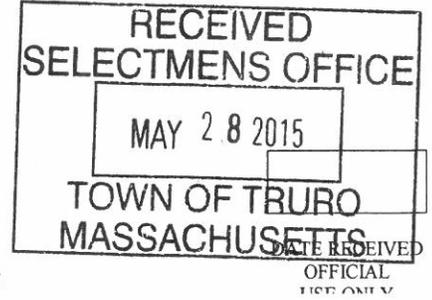
**TOWN OF TRURO
Licensing Department
PO Box 2030
Truro, MA 02666**



SUBMIT COMPLETED FORM TO THE BOARD OF HEALTH

Town of Truro

Application for Food Service Permit



PART I - TO BE FILLED IN BY APPLICANT

Applicant: (check one) New Renewal

Date: 5/26/2015

Type of Food Service Establishment :

- Food Service (restaurant or take out)
 Retail Food (commercially prepared foods)
 Residential Kitchen
 Bed & Breakfast
 Continental Breakfast
 Mobile Food Vendors or Pushcart
 Catering
 Frozen Dairy Dessert Machine
 Ice Cream Truck

Please note, a food service permit for an Ice Cream Truck cannot be issued until an Ice Cream Truck Vendor Permit is obtained from the Chief of Police

Name of Food Establishment: FOOD TRUCK GYPSY DBA JOEYS FOOD TRUCK

Address of Food Establishment: PO BOX 696 Wellfleet MA 0667

Address for Base of Operations for Caterers and Mobile Food or

Pushcarts: 246 MAIW ST Wellfleet MA 02667

Authorized Representative or Contact Name: JOSEPH RUGO Address: 1878 RTE 6 S. Wellfleet MA 02681

Telephone Days: Personal Information Redacted

Number of Seats: Inside: Outside

Annual or Seasonal Operation: Seasonal 6/20-9/7

Hours of Operation Mon-Fri: 10:00 To 4:00

Days Closed Excluding Holidays:

If Seasonal: Approximate Dates of Operation: 6/20/15 To 9/7/15

Food Service Establishments Conducting Food Preparation (excludes retail food establishments that don't prepare food and continental breakfast).

List Names of all staff with a Food Manager Certification:

- 1. JOSEPH RUGO Exp. Date: 6/22/19

2. _____ Exp. Date: ___/___/___
 3. _____ Exp. Date: ___/___/___
 4. _____ Exp. Date: ___/___/___

List Names of all staff with a Allergen Awareness Certification:

1. JOSEPH RUGO Exp. Date: 6 / 19 / 17
 2. _____ Exp. Date: ___/___/___
 3. _____ Exp. Date: ___/___/___
 4. _____ Exp. Date: ___/___/___

List Names of all staff with a Choke Saver Training:

1. _____ Date of Training: ___/___/___
 2. _____ Date of Training: ___/___/___

MOBILE FOOD VENDORS ONLY- List fixed or stationary location(s) where food will be sold:

HEAD OF THE MEADOW

Has your menu changed from last year? Yes No

If yes please attach copy of menu or provide description of food to be prepared and sold:

I agree to any conditions specified by the Board of Health, and all local, state and federal rules and regulations.

Joseph Rugo 5/26/15
 Signature of Authorized Representative Date

PART II - TO BE FILLED IN BY AUTHORIZED TOWN AGENT

Board of Health Comments or Conditions:

Approved _____ Denied _____

 Signature of BOH or Agent Date



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Town Administrator

Tel: 508-349-7004, Extension: 10 or 24 Fax: 508-349-5505

May 18, 2015

CERTIFIED MAIL: 7013 0600 0001 3825 3733

Joey Rugo
DBA Joey's Food Truck
PO Box 990
Truro MA 02666

RE: Notice of Award Head of the Meadow Beach Vendor

Dear Mr. Rugo,

Please be advised that as the Town Administrator for the Town of Truro I am happy to inform you I have reviewed and accepted your request for proposals for providing beach vendor services for the Town of Truro in accordance with the specifications as noted for the year 2015, contingent upon passing the inspection with the Health Agent, CORI, and check of references.

The acceptance is also contingent upon our receiving proof of liability insurance, as outlined in the Specifications and Conditions. Your acceptance bid is as follows:

Payment to the Town of Truro: \$2, 200.00

You are required to return an acknowledged copy of the enclosed Notice of Award to the Selectmen's Office within 5 days. If you should have any questions regarding this, please feel free to call us at the above number. Thank you for your interest in the Town of Truro.

Sincerely,

Rae Ann Palmer
Town Administrator
Town of Truro

Enc.

cc: Town Accountant
Recreation & Beach Director
Health Agent

Head of the Meadow Food Vendor 2015

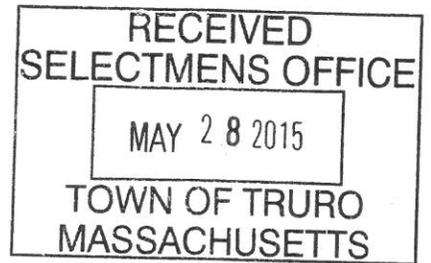
ACCEPTANCE OF NOTICE OF AWARD

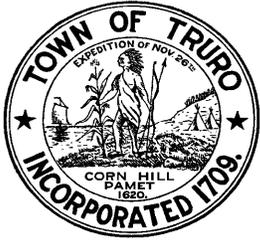
Receipt of the above NOTICE OF AWARD is hereby acknowledged by JOSEPH RUGO
this the 28th day of MAY, 2015.

By JOSEPH RUGO

Title OWNER

Employer Identification Number 47-4059273





TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Truro Police Department

REQUESTOR: Chief Kyle Takakjian

REQUESTED MEETING DATE: June 9th, 2015

ITEM: Conditional Letter of Employment and Appointment of Student Officer, Ms. Kylee Larrabee to the Truro Police Department

EXPLANATION: Ms. Larrabee has been selected as the finalist from our recent applicants filling the 14th Police Officer Position

FINANCIAL SOURCE (IF APPLICABLE): FY16 Police Department Budget

IMPACT IF NOT APPROVED: Degrading the Departments ability to properly staff our shifts

SUGGESTED ACTION: *Motion to approve the conditional letter of employment and appointment, effective on the first day of the police academy, to the Truro Police Department of Ms. Kylee Larrabee.*

ATTACHMENTS: Conditional letter of employment



**KYLE TAKAKJIAN
CHIEF OF POLICE**

**CRAIG DANZIGER
LT. / EXECUTIVE OFFICER**

Ms. Kylee M. Larrabee

June 9, 2015

Dear Ms. Larrabee,

The Truro Police Department is pleased to offer you a conditional appointment as a full-time police officer pending successful completion of all of the following requirements:

1. Employment Physical
2. Massachusetts Physical Aptitude Test
3. Psychological Examination

You will be sworn in as a Student / Probationary Officer with the Truro Police Department as authorized at a regularly scheduled Board of Selectmen's Meeting scheduled for June 9, 2015. Your appointment date begins on the first day of the Police Academy, tentatively scheduled for September 21st, 2015.

Additionally, per the provisions of the Truro Police Employee's Federation Contract with the Town of Truro, the following stipulations are set forth with this offer of employment pending successful completion and acceptance of the following:

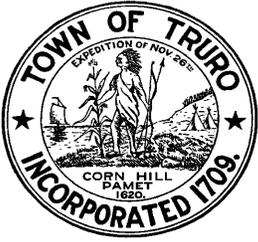
1. Full Time Police Academy
2. Truro Police Department Field Training Program
3. Probationary Period (One year from the date of Academy graduation)
4. Commitment Letter to the Truro Police Department

The current rate of pay per article 12, Compensation, Sec. 3 Sub-section A: Employee step-rate (Student Officer) is \$25.35 per hour. Once completed, you are bound by the obligations outlined in the Truro Police Employee's Federation Contract with the Town Of Truro, Department Rules and Regulations (March 21, 2013) and all standing orders / policies and procedures.

Sincerely,

Kyle Takakjian
Chief of Police

Paul Wisotzky, Chair
Truro Board of Selectmen



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administrative Department

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: June 9, 2015

ITEM: Appointment of Gary Palmer to the Provincetown Water Board and Acceptance of Resignation Letter from Shannon Corea from the Provincetown Water Board

EXPLANATION: Ms. Corea has resigned from the Provincetown Water Board. Mr. Gary Palmer has submitted an application to serve as one of Truro's representatives to the Water Board.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The Provincetown Water Board will not have a Truro Representative

SUGGESTED ACTION: *MOTION TO accept the resignation of Shannon Corea from the Provincetown Water Board and to appoint Gary Palmer as a representative to the Provincetown Water Board.*

ATTACHMENTS:

1. Application to serve-Gary Palmer
2. Resignation Letter-Shannon Corea



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: Gary Palmer _____ HOME TELEPHONE: Personal Information Redacted

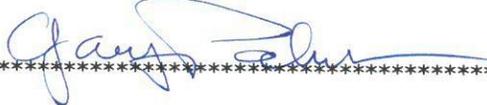
ADDRESS: 11 bayberry Ln _____ WORK PHONE : _____

MAILING ADDRESS: P.O. 130 Truro MA, 02666 _____ E-MAIL Personal Information Redacted

FAX: _____ MULTI-MEMBER BODY ON WHICH I WISH TO SERVE Provincetown water
Board _____

SPECIAL QUALIFICATIONS OR INTEREST: Searved as chair Board of Health for eight years. _____

Proposed the creation of the water resources committee and wrote the charge, searved as it's first chairman. Led negotiations with Ptown that include creating Truro Membership on the Ptown water Board.

SIGNATURE  DATE: 5/15/15

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

RECEIVED
SELECTMENS OFFICE
JUN 0 1 2015
TOWN OF TRURO
MASSACHUSETTS

SIGNATURE: _____ DATE: _____

INTERVIEW DATE: _____ APPOINTMENT DATE (IF _____

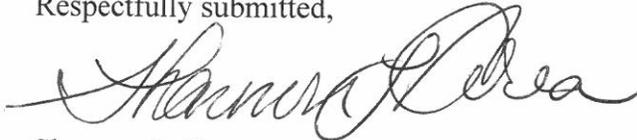
May 7, 2015

Board of Selectmen
Town of Truro
24 Town Hall Road
Truro, MA 02666

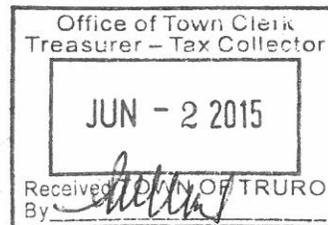
Dear Members of the Board of Selectmen:

At this time I wish to resign as the Truro Representative to the Provincetown Water and Sewer Board. My schedule has not allowed for appropriate attendance and I feel I am not able to be an effective member of this board. I have enjoyed membership, however someone who can avail the time should be in this position. I thank you for your consideration of this matter.

Respectfully submitted,



Shannon L. Corea



re: Bd of selectmen



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administrative Department

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: June 9, 2015

ITEM: Approval of Conservation Restriction for Edgewood Farm

EXPLANATION: The Truro Conservation Trust is working with the the Compact of Cape Cod Conservation Trusts to protect two parcels of land on Edgewood Way that abut Town Land Bank property and the National Seashore. The approval of a conservation restriction would insure that this property, two parcels of vacant unregistered land totaling 3.77 acres, would remain in its natural condition in perpetuity. The two properties are a 100% Priority Habitat for Rare Species, BioMap2 Core Habitat and a Critical Natural Landscape. Mr. Fred Gaechter will be at your meeting to answer questions.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Not approving the Conservation Restriction could endanger the habitat and landscape.

SUGGESTED ACTION: *MOTION TO approve the Conservation Restriction for Edgewood Farm and to authorize the members of the Board of Selectmen to sign the restriction.*

ATTACHMENTS:

1. Letter to BoS from The Compact of Cape Cod Conservation Trusts, Inc.
2. Edgewood Farm Conservation Restriction
3. Edgewood Farm Location Map



THE COMPACT
OF CAPE COD CONSERVATION TRUSTS, INC.

VIA E-MAIL

May 19, 2015

Rae Ann Palmer, Town Administrator
Town of Truro
P.O. Box 2030
Truro MA 02666
Attn: Nicole Tudor

Re: Conservation Restriction: Edgewood Farm
The Compact of Cape Cod Conservation Trusts to Truro Conservation Trust

Dear Ms. Palmer:

We are working with the Truro Conservation Trust (TCT) permanently to protect two parcels of land on Edgewood Way. I understand the above-referenced conservation restriction (CR) can be placed before the Selectmen at their June 9th meeting for their approval and signature in accordance with the Town's Conservation Restriction Program. Fred Gaechter, President of the Truro Conservation Trust, would attend the meeting and answer any questions from the Selectmen.

The intent of the grant of this CR is to retain approximately 3.77 acres substantially in their natural condition. The CR has been reviewed and the language approved by The Compact, TCT, and the State's Division of Conservation Services. At its April 6th meeting, the Truro Conservation Commission voted to recommend approval of this CR. Approval of and signature on the CR by the Selectmen is necessary so that it can be recorded in perpetuity.

The two properties, which abut the National Seashore and 11 acres of Town Land Bank property, are comprised of dense, mixed pine/oak woodlands. They are 100% Priority Habitat for Rare Species, and BioMap2 Core Habitat and a Critical Natural Landscape. The two properties would be open to the public, with the potential to provide for a public walking trail and a hilltop scenic view of Ballston Beach.

Please let us know if you need any additional information. I can be reached at 508-292-5716 or by email at paula@thecompact.net. Thank you for your assistance.

Sincerely,

A handwritten signature in blue ink, appearing to read 'P. Pariseau', with a stylized flourish at the end.

Paula S. Pariseau
Senior Land Protection Specialist

Attachments: CR and location map

cc: Fred Gaechter, President, Truro Conservation Trust (via email, w/attachments)

Agenda Item: 5A2

Grantor: The Compact of Cape Cod Conservation Trusts, Inc.

Grantee: Truro Conservation Trust

Property Address: 8 and 10 Edgewood Way, Truro MA

Grantor's Title: Book _____ Page _____ in Barnstable County Registry of Deeds.

CONSERVATION RESTRICTION

THE COMPACT OF CAPE COD CONSERVATION TRUSTS, INC., a Massachusetts charitable corporation with an office at 3220 Main Street, Barnstable, MA 02630 and a mailing address of P.O. Box 443, Barnstable MA, its successors and assigns holding any interest in the Premises as hereinafter defined, (hereinafter "Grantor"), as a gift, for no consideration, grants to Robert Bednarek, Alfred Gaechter, Carol Green, Marston D. Hodgins, Philip G. Smith, William C. Worthington, Amanda Reed, Irma Ruckstuhl, Meg Royka, Brian Boyle, Susan Travers, Tom Bow and Valerie Falk, as **TRUSTEES of the TRURO CONSERVATION TRUST**, established under a Declaration of Trust dated November 30, 1981, and recorded at the Barnstable County Registry of Deeds in Book 3428, Page 196, as amended, with a mailing address of P.O. Box 327, North Truro MA 02652, its successors and permitted assigns ("Grantee"), with quitclaim covenants, IN PERPETUITY and exclusively for conservation purposes, the following described **CONSERVATION RESTRICTION** (the "Restriction"), on the entirety of two parcels of vacant unregistered land totaling approximately 3.77 acres, located in the Town of Truro, County of Barnstable, Commonwealth of Massachusetts, said parcels being described in Exhibit A and shown on Exhibit A-1, both of which are attached hereto, said parcel hereinafter referred to as the "Premises."

Purposes: This Restriction is defined in and authorized by Article 97 of the Amendments to the Constitution of the Commonwealth of Massachusetts, as amended, acts in amendment thereof or in addition thereto; and Sections 31-33 of Chapter 184 of the General Laws of Massachusetts. This Restriction is intended to assure that, while permitting the acts and uses described in Section B herein, the Premises will be retained in perpetuity in a natural, scenic, and open condition for the protection of its natural resources, plants, wildlife, natural habitat, and open space. This Restriction will yield a significant public benefit because the Premises' protection will advance the following policies and objectives:

WHEREAS, in 1961 the United States Congress established the Cape Cod National Seashore ("CCNS"); and,

WHEREAS, in 1978 the National Park Service (NPS) of the United States Department of the Interior approved a *Statement for Management for Cape Cod National Seashore*, in which the following management objective was approved: “to assure perpetuation and compatible use of Seashore resources through cooperative regional planning and management with local communities and other government agencies to achieve environmentally compatible development and use of non-federal lands inside and outside the Seashore boundary (p.36, underlining added); and, in 1990 recommended a revised *Statement for Management* which identified a major management issue as being, “[t]he protection of Seashore resources from adverse effects of adjacent private and municipal developments” (p.37); and,

WHEREAS, in 1989 the National Park Service, in a study entitled “Managing Adjacent Areas: Predictive Model for Land Use Changes, Cape Cod National Seashore Case Study,” found that: “...two-thirds of the 350 National parks are being negatively impacted by adjacent land uses... (p.vi)” and, “Development of adjacent areas and other lands more removed from the National Seashore has negative impacts on the Seashore (p.1);” and, “As land adjacent to National Parks is developed the potential for contamination of groundwater within park boundaries increases (p.11);” and,

WHEREAS, The Massachusetts Endangered Species Act, M.G.L. c. 131A protects rare species and their habitats, and the Massachusetts Natural Heritage and Endangered Species Program (“MNHESP”) has designated as *Priority Habitats* the known geographical extent of habitat for state-listed rare plant and animal species; and,

WHEREAS, in 2010, the Massachusetts Department of Fish and Game and The Nature Conservancy’s Massachusetts Program published a report entitled *BioMap2: Preserving the Diversity of Massachusetts in a Changing World*, which identified Core Habitat areas “critical for the long-term persistence of rare species and other Species of Conservation Concern, as well as a wide diversity of natural communities and intact ecosystems across the Commonwealth;” and identified Critical Natural Landscape areas that complement Core Habitat areas; and,

WHEREAS, in 2003, *Statewide Land Conservation Plan* was drafted, which identifies the most significant available, undeveloped and unprotected open space lands needed to protect, among other things, biodiversity habitats; and,

WHEREAS, in 1987, the *Pamet River Greenway Management Plan* (“Management Plan”) was developed to, among other things, protect the unique features and quality of the Pamet River and which stated goals included, among other things, to protect the water quality, including adjacent ground water, of the river system; and,

WHEREAS, in July 1991 the Barnstable Assembly of Delegates, pursuant to the Cape Cod Commission Act (Chapter 716 of the Acts of 1989), adopted a *Regional Policy Plan*, amended in 1996, 2002 and 2009, which provided, *inter alia* (references are to the 2009 Plan):

- Wildlife and Plant Habitat Goal to “prevent loss or degradation of critical wildlife and plant habitat... and to maintain existing populations and species diversity” (WPH1); stating that “renewed commitment to protect the most ecologically sensitive undeveloped lands through land acquisition and other permanent conservation measures is also warranted;”
- Open Space and Recreation Goal to “preserve and enhance the availability of open space

that provides wildlife habitat...and protects the region's natural resources and character" (OS1) with a recommended Town Action of working with "local land conservation organizations to identify, acquire by fee simple or conservation restriction, and manage open space to meet projected community needs. Priority should be given to the protection of significant natural and fragile areas as identified on the Cape Cod Significant Natural Resource Areas map;" and,

- Heritage Preservation and Community Character Goal to "protect and preserve the important historic and cultural features of Cape Cod's landscape...that are critical components of the region's heritage and economy" (HPCC1); and,

WHEREAS, the *Regional Policy Plan* includes a Significant Natural Resources Areas Map, which shows, among other things, rare species habitat, priority natural communities, wetlands, and critical upland areas; and,

WHEREAS, The Nature Conservancy has identified areas considered more resilient to climate change and thus more likely to support conservation, and has mapped such areas as *Resilient Sites for Terrestrial Conservation Focal Areas*; and,

WHEREAS, in 2003, The Compact of Cape Cod Conservation Trusts, Inc. completed its *Cape Cod Wildlife Conservation Project* ("Wildlife Project"), a wildlife habitat analysis and parcel ranking for all vacant or underdeveloped parcels on Cape Cod, Massachusetts; and,

WHEREAS, at its 2005 Annual Town Meeting, the Town of Truro adopted a *Local Comprehensive Plan*, which stated goals included, among other things:

- a Water Resources Goal to "maintain the overall quality and quantity of Cape Cod groundwater;
- a Wetland and Wildlife Goal to "take measures to prevent loss or degradation of critical wildlife and plant habitat..., and maintain, in so far as possible, existing populations and species diversity;"
- an Open Space and Recreation Goal to "preserve and enhance the availability of open space in order to provide wildlife habitat, recreation opportunities, and protect the natural resources, scenery, and character of Truro," with a policy of protecting as much as possible significant natural and fragile areas including significant scenic views, and a strategy of working with other public and private organizations to purchase private property to provide protection for sensitive areas and historic and visual areas; and,
- an Historic Preservation/Community Character Goal to "protect and preserve the important historic, cultural, and scenic features of the Truro landscape, recognizing that they are critical components of the town's heritage, character, and economy"; and,

WHEREAS, in 2009, the Town of Truro developed an *Open Space and Recreation Plan* establishing goals that "preserve environmental resources for human use while protecting fragile habitats and natural communities and allowing for passive human enjoyment of the environment," and which identified, among others, the following specific goals:

- Preserve and enhance the availability of open space in order to provide wildlife habitat, recreation opportunities, and protect the natural resources, scenery, and character of Truro;

- Maintain the town’s historic and rural character, by reducing density, securing future well sites, developing a Route 6 greenbelt, protecting wildlife and endangered species, and providing additional passive recreation areas;
- Prevent loss or degradation of critical wildlife and plant habitat, minimize the impact of development on wildlife and plant habitat, and maintain, in so far as possible, existing populations and species diversity; and,

WHEREAS, the 2009 *Open Space and Recreation Plan* included a map and list identifying and targeting specific parcels as having strategic potential for open space protection; and,

WHEREAS, in 1999 the Town of Truro adopted a *Conservation Restriction Program*, consisting of policies and guidelines approved by the Board of Selectmen in consultation with the Open Space Committee, Conservation Commission and the Board of Assessors, which encourages the use of conservation restrictions in perpetuity as a means of protecting the environment, and which further specifies that “Lands proposed for restriction may be presumed to be in the public interest if those lands contribute to the protection of the community’s natural resources as identified in the following list: (*relevant excerpts below*)

- 1.b.(2) forests and woodlands
 - 1.b.(5) rare species, other wildlife
 - 1.b.(6) waters resources: ground water
 - 1.b.(8) scenic roads, public views and rural character
 - 1.b.(9) water supply areas
 - 1.b.(12) greenbelts
 - 3.a. Pamet River recharge area
 - 5.e. current and future water supplies
 - 5.h. scenic views, including high points
 - 5.j. passive recreation
 - 5.k. wildlife and habitat for both flora and fauna
- Lands in or abutting the Cape Cod National Seashore; and,

WHEREAS, preservation of the Premises satisfies each of these enumerated objectives because the Premises:

- 1) is comprised of dense, mixed pine/oak woodlands – unfragmented forest which is part of a larger unfragmented forest associated with the Cape Cod National Seashore (CCNS) and areas outside the CCNS;
- 2) lies 100% within a MA Natural Heritage & Endangered Species Program (“MNHESP”) Priority Habitat for Rare Species;
- 3) lies 100% within both a BioMap2 Core Habitat and a Critical Natural Landscape;
- 4) lies almost completely within the Statewide Land Conservation Plan;
- 5) lies 100% within a TNC-identified Resilient Area important for climate change adaptation;
- 6) abuts thousands of acres of protected lands of the CCNS and 11.5 acres of Town of Truro open space;
- 7) provides the public with passive recreation opportunities, including the potential for a public walking trail and a hilltop scenic view of the ocean side Ballston Beach;
- 8) protects the quality of the drinking water supply;
- 9) maintains the Town of Truro’s rural character;
- 10) protects land specifically identified by the Town as important for open space;

- 11) lies within the Pamet River recharge area;
- 12) lies 100% within a Significant Natural Resources Area of the 2009 Regional Policy Plan;
- 13) is ranked "Highest" for habitat protection priority and "Maximum" for wildlife habitat value in the Wildlife Project; and,
- 14) is a substantial contributing element to the overall scenic and historic character of the area by adding to and maintaining the land predominantly in its natural condition; and,

WHEREAS, accordingly, the Premises possess significant open, natural, and scenic values (collectively, "conservation values") of great importance to the Grantee and the people of Truro and the Commonwealth of Massachusetts; and,

WHEREAS, the Town of Truro has in recent years come under increasing pressure for development, and such development can destroy or otherwise severely impact the open character, natural resources, and scenic beauty of the area; and,

WHEREAS, the Grantee is a publicly-supported, tax-exempt non-profit organization whose primary purpose is to preserve and conserve natural areas for aesthetic, scientific and educational purposes; and,

WHEREAS, the Grantor intends, as owners of the Premises, to convey to the Grantee the right to preserve and protect the conservation values of the Premises in perpetuity.

NOW, THEREFORE, in consideration of the above and the mutual covenants, terms, conditions, and restrictions contained herein, the Grantor and the Grantee voluntarily agree that the CONSERVATION RESTRICTION described herein is an appropriate means to achieve the community's open space goals and objectives.

The terms of this Conservation Restriction are as follows:

A. Prohibited Uses. Except as to reserved rights set forth in Section B below, neither the Grantor nor its successors or assigns will perform or permit others to perform the following acts or uses, which are prohibited on, above and below the Premises:

- 1) Construction or placing or allowing to remain of any temporary or permanent building, structure, facility or improvement, including but not limited to any dwelling unit or habitable living space, tennis court, landing strip, mobile home, swimming pool, asphalt or concrete pavement, antenna, tower, windmill, water tower, water storage tank, well, or other structure or facility on, under or above the Premises;
- 2) Mining, excavating, or removing from the Premises of soil, loam, peat, gravel, sand, rock or other mineral resource or natural deposit from the Premises;
- 3) Placing, filling, storing or dumping on the Premises of soil, refuse, trash, vehicle bodies or parts, rubbish, debris, junk, tree cuttings generated off-site, waste or other substance or material whatsoever;

- 4) Cutting, removing or otherwise destroying trees, grasses or other vegetation;
- 5) Activities detrimental to drainage, water or soil conservation, erosion control or the quality of surface or ground water;
- 6) Any commercial recreation, commercial agriculture, or business or industrial use; any animal husbandry or horse paddocking or stables, paddocks, grazing areas or enclosures and the storage or dumping of manure or other animal wastes;
- 7) Hunting or trapping;
- 8) Any use inconsistent with conservation and passive recreation;
- 9) The use, parking or storage of motorcycles, motorized trail bikes, snowmobiles and all other motor vehicles, except as necessary by police, firemen or other governmental agencies in carrying out their lawful duties;
- 10) Conveyance of a part or portion of the Premises alone, or division or subdivision of the Premises (as compared to conveyance of the Premises in its entirety which shall be permitted), it being the intent to keep the Premises in single ownership;
- 11) All development rights in the Premises are terminated and extinguished by this Restriction; and the Premises may not be used for the purpose of calculating the amount of Grantor's or any other land available for additional subdivision or calculating the building requirements on this or any other land owned by the Grantor or any other person; and,
- 12) Any other use of the Premises, which will materially impair its conservation values or purposes.

B. Reserved Rights. The following uses and activities are permitted, but only if such uses and activities do not materially impair the purposes of this Restriction:

- 1) In order to protect the conservation values of the Premises, the Grantor, Grantee, and the general public may use the property only for purposes consistent with conservation and passive recreation which for the purposes of this paragraph shall mean any activity of quiet enjoyment that can be casually performed outdoors with minimum disturbance of an area's natural condition;
- 2) Active measures taken in order to prevent unauthorized vehicle entry and dumping;
- 3) The creation, modification, use and abandonment of foot trails, said trails shall not exceed six (6) feet in width and shall not be paved;
- 4) The creation or modification of observation points along a trail to provide scenic vistas, including but not limited to simple structures or facilities, such as unenclosed benches and a ground-level observation deck;

- 5) The erection and maintenance of wooden split-rail or comparable sight-pervious fencing no more than three (3) feet in height and designed to guide and control foot traffic while preventing trail spread, for public access, and for boundary delineation purposes, so long as the dimensions and design of said fences do not impede free wildlife passage;
- 6) The right to control and remove invasive, nuisance or non-native species in a manner designed to affect the targeted species and to avoid damage to the non-target species;
- 7) The pruning or cutting down of live trees and other vegetation, in conformance with accepted forestry management practices, only as follows: as minimally necessary to control or prevent an identified disease, infestation or other hazard to the health of the trees; for safety reasons to prevent injury to persons or damage to property; and to create and maintain trails;
- 8) The clean-up of trees felled by storms across existing or future authorized trails including the orderly stacking of logs resulting from said clean-up, though it is preferred that some deadfall remain as den trees;
- 9) The right, in conjunction with Sections B. 6 through 8, inclusive, to store timber or vegetative debris originating on the Premises; any storage piles are not to be burned or moved during nesting season, generally from April 1 through October 1 or otherwise in consultation with a professional biologist or MNHESP;
- 10) The installation of temporary and permanent boundary monuments delineating the Premises; erection and maintenance of signs and educational kiosks identifying ownership of the Premises, its boundaries, its status as conservation land, the restrictions on the use of the Premises, the identity or location of trails, areas of interest, natural features or other characteristics of the Premises, or for providing other like information. Signage will be subject to any applicable regional or local approvals;
- 11) Measures designed to restore native biotic communities, or to maintain, enhance or restore wildlife, wildlife habitat, or rare or endangered species, including the right to plant, cultivate and harvest native, non-invasive species, after consultation with either a professional biologist or MNHESP to ensure such planting will not be detrimental to endangered species. Grantee may require the request to be accompanied by a plan of such measures; and,
- 12) The right to conduct archaeological activities, including without limitation archaeological research, surveys, excavation and artifact retrieval, but only (a) after written notification to and approval by Grantee, and (b) in accordance with an archaeological field investigation plan prepared by or on behalf of the Grantor and approved in advance of such activity, in writing, by the MHC State Archaeologist as required by Massachusetts General Laws. A copy of the results of any scientific investigation on the Premises is to be provided to the Grantee. Plans for restoration of the site of any archaeological activity shall be submitted to the Grantee in advance

of restoration, and such restoration shall be conducted only in accordance with a plan approved by the Grantee;

- 13) Activities detrimental to archeological and historic resources, including but not limited to earth moving and the alteration of historic stone walls/cellar holes/features, shall not be deemed to be detrimental to archeological and historic resources if a description of the proposed activity and its location is submitted in writing (e.g., on a Project Notification Form) with a plan of land (or assessors map) and a USGS map with the Premises outlined thereon, to Massachusetts Historic Commission (“MHC”) and MHC issues a letter stating that the proposed activity is not within a resource area or is determined to not have an adverse effect on said resources. Grantor and Grantee shall make every reasonable effort to prohibit any person from conducting archaeological field investigation on the Premises, including metal detecting, digging, or artifact collecting, without approval of the MHC State Archaeologist (or appropriate successor official), and shall promptly report any such prohibited activity to the MHC State Archaeologist (or appropriate successor official). Grantor and Grantee shall include the prohibition against digging, artifact The right to convey the Premises in its entirety; and,
- 14) Any work undertaken in conjunction with the reserved rights mentioned above in this Section B. shall seek to minimize disturbance within the Premises. Upon completion of any site work performed in conjunction with this Section B., any disturbed areas shall be restored substantially to match the conditions with respect to soil material, grade, and vegetated ground cover that existed prior to said work.

The exercise of any right or obligation reserved by the Grantor under this Section B shall be in compliance with all permitting requirements, the then-current Zoning By-Laws of the Town of Truro, and all other applicable federal, state and local law. The inclusion of any reserved right in this Section B requiring a permit from a public agency does not imply that the Grantee or the Commonwealth takes any position on whether such permit should be issued.

C. Notice and Approval. Whenever notice to or approval by the Grantee is required under the provisions herein, the Grantor shall notify the Grantee in writing, by a method requiring receipt, not less than sixty (60) days prior to the date the Grantor intends to undertake the activity in question. The notice shall describe the nature, scope, design, location, timetable and any other material aspect of the proposed activity in sufficient detail to permit the Grantee to make an informed judgment as to its consistency with the purposes and performance standards of this Restriction. Where the Grantee’s approval is required, the Grantee shall grant or withhold its approval in writing within sixty days (60) days of receipt of the Grantor’s written request therefore. Failure of Grantee to deliver a written response to Grantor in accordance with the prescribed timeframe shall be deemed to constitute written approval by Grantee of any request submitted for approval that is not prohibited herein and that will not materially impair the purposes of this Conservation Restriction, provided that Grantor’s request sets forth in substance the provisions of this section relating to deemed approval after the passage of time.

D. Extinguishment. If circumstances arise in the future such as to render the purpose of this Restriction impossible to accomplish, this Restriction can only be terminated or extinguished,

whether in whole or in part, by judicial proceedings in a court of competent jurisdiction under applicable law, with Grantee's permission and after review and approval through any process established under Article 97 of the Constitution of the Commonwealth, if applicable, and after review by the Massachusetts Secretary of Energy and Environmental Affairs. If any change in conditions ever gives rise to extinguishment or other release of the Restriction under applicable law, then the Grantee, on a subsequent sale, exchange or involuntary conversion of the Premises, shall be entitled to a portion of the proceeds in accordance with Section D.1. below, subject, however, to any applicable law that expressly provides for a different disposition of the proceeds or to the terms of any gift, grant, or funding requirements. The Grantee shall use its share of the proceeds in a manner consistent with the conservation purposes set forth herein.

D.1. Proceeds. The Grantor and the Grantee agree that the donation of this Restriction gives rise to a real property right, immediately vested in the Grantee, with a value that is equal to ten percent (10%) of the fair market value. For the purposes of this paragraph, said proportionate value remain constant. The Grantee shall use its share of the proceeds, if any, from the taking in a manner consistent with the purposes herein.

D.2. Grantor/Grantee Cooperation Regarding Public Action. Whenever all or part of the Premises or any interest therein is taken by public authority under power of eminent domain or other act of public authority, then the Grantor and the Grantee shall cooperate in recovering the full value of all direct and consequential damages resulting from such action. All related expenses incurred by the Grantor and the Grantee under this Section shall first be paid out of any recovered proceeds, and the remaining proceeds shall be distributed between the Grantor and the Grantee in shares equal to such proportionate value, as noted in Section D.1, above, subject to the terms of any gift, grant or funding requirements. The Grantee shall use its share of the proceeds in a manner consistent with the purposes of this grant.

E. Access. The Restriction hereby conveyed does not grant to the Grantee, to the public generally, or to any other person any right to enter upon the Premises, except subject to the limitations listed below:

- 1) To the Public: to the public generally for passive recreation purposes limited to walking and nature study; running, jogging, and cross-country skiing; however, bicycling and horseback riding are not permitted due to the sensitive habitat and steep topography of the Premises; and,
- 2) To the Grantee: the Grantee and its representatives are granted the right to enter the Premises (a) after reasonable notification, at reasonable times and in a reasonable manner for the purpose of inspecting the same to determine compliance with the provisions of this Restriction; and (b) after thirty (30) days prior written notice, to take any and all actions with respect to the Premises as may be necessary or appropriate, with or without order of court, to remedy, abate or enforce any violation hereof unless the Grantor has prior to the expiration of said thirty (30) days given written notice to the Grantee reasonably addressing all alleged violations and setting forth a reasonable plan to remedy any such alleged violation and has made reasonable efforts to cease the activity or to begin remediation.

Notwithstanding any public use of the Premises as permitted herein, neither the Grantor nor the Grantee assumes any obligation to maintain the Premises for public passive recreational use. Grantor and Grantee claim all the rights and immunities against liability for injury to the public to the fullest extent of the law.

F. Legal Remedies of the Grantee. The rights hereby granted shall include the right to enforce this Restriction by appropriate legal proceedings and to obtain injunctive and other equitable relief against any violations, including without limitation relief requiring restoration of the Premises to its condition at the time of this grant (it being agreed that the Grantee shall have no adequate remedy at law), and shall be in addition to, and not in limitation of, any other rights and remedies available to the Grantee. Prior to instituting litigation to enforce any violations of this Restriction, however, the Grantee shall first notify the Grantor and request the Grantor to remedy the violation; if the violation is not remedied within sixty (60) days, then the parties shall make a good faith effort to mediate the dispute before litigation is commenced.

Grantee shall not, however, have the right to bring an action against Grantor with respect to a violation of this Conservation Restriction by trespassers or other third persons whose entry on the Property is not authorized or voluntarily acquiesced in by Grantor; Grantor agrees that Grantor will not voluntarily acquiesce in any violation of this Conservation Restriction by trespassers or such other third persons; and Grantor further agrees that, at the request of Grantee, Grantor will make reasonable efforts to deter such activities and to remedy the violation and will cooperate with Grantee to enforce this Conservation Restriction against trespassers and such other third persons.

In the event of a dispute over the boundaries of the Premises, the Grantor shall pay for a survey and permanent boundary markers delineating the Premises.

If Grantee prevails in any action to enforce the terms of this Restriction, the Grantor, its successors and assigns, as the case may be, shall reimburse the Grantee for all reasonable costs and expenses (not including attorney's fees) incurred in enforcing this Restriction or in taking reasonable measures to remedy or abate any violation thereof. If Grantor prevails in any action brought by Grantee to enforce the terms of this Restriction, the Grantee, successors and assigns, as the case may be, shall reimburse the Grantor for all reasonable costs and expenses (not including attorney's fees) incurred in defending such action to enforce this Restriction.

The Grantor, its successors and assigns shall each be liable under this Section for only such violations of this Restriction as may exist during its respective periods of ownership of the Premises. By their acceptance, the Grantee does not undertake any liability or obligation relating to the condition of the Premises, including with respect to compliance with hazardous materials or other environmental laws and regulations, or for acts not caused by the Grantee or its agents. Enforcement of the terms of this Restriction shall be at the discretion of the Grantee, and any election by the Grantee as to the manner and timing of its right to enforce this Restriction or otherwise exercise its rights hereunder shall not be deemed or construed to be a waiver of such rights.

G. Acts Beyond Grantor's Control. Nothing contained in this Restriction shall be construed to entitle the Grantee to bring any action against the Grantor, for any injury to or change in the Premises resulting from causes beyond the Grantor's control, including, but not limited to, fire, road drainage, flood, storm, natural erosion, or from any prudent action taken by the Grantor, under

emergency conditions to prevent, abate, or mitigate significant injury to the Premises resulting from such causes. Notwithstanding the foregoing, nothing herein shall preclude Grantor's and Grantee's rights to pursue any third party for damages to the Premises from vandalism, trespass, or any other violation of the terms of this Restriction.

H. Duration and Assignability. The burdens of this Restriction shall run with the Premises in PERPETUITY and shall be enforceable against the Grantor, its successors and assigns holding any interest in the Premises. The Grantee is authorized to record or file any notices or instruments appropriate to assuring the perpetual enforceability of this Restriction; and the Grantor on behalf of its successors and assigns, appoints the Grantee as its attorney-in-fact to execute, acknowledge and deliver any such instruments on its behalf. Without limiting the foregoing, the Grantor and its successors and assigns agree themselves to execute any such instrument upon request.

The benefits of this Restriction shall run to the Grantee, shall be in gross and shall not be assignable by the Grantee, except in the following instances from time to time:

- (i) as a condition of any assignment, the Grantee requires that the purpose of this Restriction continue to be carried out,
- (ii) the assignee, at the time of assignment, qualifies under Section 170(h) of the Internal Revenue Code of 1986, as amended, and applicable regulations thereunder, and under Section 32 of Chapter 184 of the General Laws as a donee eligible to receive this Restriction directly; and,
- (iii) the Grantee complies with the provisions required by Article 97 of the amendments to the Constitution of the Commonwealth of Massachusetts, if applicable.

I. Subsequent Transfers. The Grantor agrees to incorporate by reference the terms of this Restriction in any deed or other recordable legal instrument by which Grantor conveys any interest in all or a portion of the Premises, including, without limitation, a leasehold interest. Grantor further agrees to give written notice to the Grantee of the transfer of any interest at least twenty (20) days prior to the date of such transfer. Failure of the Grantor to do either shall not impair the validity of this Restriction or limit its enforceability in any way.

J. Termination of Rights and Obligations. Notwithstanding anything to the contrary contained herein, the rights and obligations under this Restriction of any party holding an interest in the Premises terminate upon transfer of that party's interest, except that liability for acts or omissions occurring prior to the transfer, and liability for the transfer itself if the transfer is a violation of this Restriction, shall survive the transfer.

K. Estoppel Certificates. Upon request by the Grantor, the Grantee shall, upon twenty (20) days notice, execute and deliver to the Grantor any document, including an estoppel certificate, which certifies the Grantor's compliance with any obligation of the Grantor contained in this Restriction, and which otherwise evidences the status of this Restriction as may be requested by the Grantor.

L. Amendment. If circumstances arise under which an amendment to or modification of this CR would be appropriate, Grantor and the Grantee may by mutual consent amend in writing the applicable term or provision hereof provided that the amendment complies with the applicable

requirements of Article 97 of the Amendments to the Constitution of the Commonwealth of Massachusetts, Massachusetts General Law, Ch. 184, sec. 31-33, or any successors thereto, and provided that any such amendment, together with any approvals necessary to its effectiveness, including that of the Massachusetts Secretary of Energy and Environmental Affairs, shall be recorded with the Barnstable County Registry of Deeds. Any amendment shall be consistent with the purposes of this Restriction, shall not diminish the conservation values of the Premises and shall not affect its perpetual duration.

M. Non-Merger: The parties intend that the doctrine of merger shall not apply to this conveyance, and that no transfer of Grantor's or Grantee's interest in the Premises and no acquisition of any additional interest in the Premises by Grantor or Grantee shall cause this Conservation Restriction to merge with the fee or have the effect of causing any of the terms hereof to be rendered unenforceable by reason of the so-called doctrine of merger. No deed shall be effective until this Restriction has been assigned to a non-fee owner or other action taken to avoid a merger and preserve the terms and enforceability of this Restriction by a non-fee owner. It is the intent of the parties that the Premises will be subject to the terms of this Restriction in perpetuity.

N. Miscellaneous Provisions

- 1) Controlling Law. The interpretation and performance of this Restriction shall be governed by the laws of the Commonwealth of Massachusetts.
- 2) Construction. Any general rule of construction to the contrary notwithstanding, this Restriction shall be liberally construed in favor of its purposes. If any provision in this instrument is found to be ambiguous, an interpretation consistent with the purposes of this Restriction that would render the provision valid shall be favored over any interpretation that would render it invalid.
- 3) Severability. If any provision of this Restriction shall to any extent be held invalid, the remainder shall not be affected.
- 4) Entire Agreement. This obligation sets forth the entire agreement of the parties with respect to the Restriction and supersedes all prior discussions, negotiations, understandings, or agreements relating to the Restriction, all of which are merged herein.
- 5) Joint Obligation. The obligations imposed by this Restriction upon the parties that together comprise "Grantor" shall be joint and several.
- 6) Captions. The captions in this instrument have been inserted solely for convenience of reference and are not a part of this instrument and shall have no effect upon construction or interpretation.
- 7) Excise. No Massachusetts deed excise tax stamps are required by Chapter 64D, Section 1, as a municipality is a party to this instrument.

O. Effective Date. Grantor and Grantee intend that the restrictions arising hereunder take effect on the day and year this Restriction is recorded in the official records of the Barnstable County Registry of Deeds, after all signatures required by Section 32, Chapter 184 of the General

EDGEWOOD FARM CONSERVATION RESTRICTION
Truro, MA

Laws of Massachusetts have been affixed hereto. This document shall be recorded in a timely manner upon execution by all parties.

No documentary stamps are required as a municipality is a party to this Restriction.

Attached hereto and incorporated herein are the following:

Signatures:

Grantor - The Compact of Cape Cod Conservation Trusts, Inc.
Grantee – Truro Conservation Trust
Town of Truro Board of Selectmen
Secretary, MA Executive Office of Energy and Environmental Affairs

Exhibits:

- A. Legal Description of the Premises
- A-1. CR Sketch Plan
- B. Baseline Study

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

At a meeting duly held on _____, The Compact of Cape Cod Conservation Trusts, Inc. voted to grant the foregoing Conservation Restriction to the Truro Conservation Trust.

**THE COMPACT OF CAPE COD
CONSERVATION TRUSTS, INC.**

By: _____,
President

By: _____
Henry Lind, Treasurer

COMMONWEALTH OF MASSACHUSETTS

Barnstable, ss. _____, 2015

Then personally appeared the above-named _____, President, and Henry Lind, Treasurer, of The Compact of Cape Cod Conservation Trusts, Inc., the corporation named in the foregoing instrument, and proved to me through satisfactory evidence of identification, which was personal knowledge of identity, to be the persons whose names are signed on the document and acknowledged they are duly authorized to act on behalf of said corporation, the seal affixed to said instrument is the corporate seal of said corporation, and foregoing instrument to be the free act and deed of the corporation, before me.

Notary Public:
My commission expires:

ACCEPTANCE OF GRANT

The above Conservation Restriction from The Compact of Cape Cod Conservation Trusts, Inc. is accepted this ____ day of _____, 2015.

Trustees of Truro Conservation Trust:

By: _____
Trustee, but not individually

COMMONWEALTH OF MASSACHUSETTS

Barnstable, ss. _____, 2015

Then personally appeared the above-named Alfred Gaechter, the person whose name is signed on the document and proved to me through satisfactory evidence of identification, which was personal knowledge of identity, and who being by me duly sworn did say that he is the President/Trustee of the Truro Conservation Trust and acknowledged the foregoing instrument to be his free act and deed on behalf of the Trustees of the Truro Conservation Trust, before me.

Notary Public
My commission expires:

APPROVAL OF GRANT

At a public meeting duly held on _____, 2015 the Selectmen of the Town of Truro, Massachusetts voted to approve, pursuant to M.G.L. Chapter 184, Section 32, the foregoing Restriction from The Compact of Cape Cod Conservation Trusts, Inc. to the Truro Conservation Trust.

COMMONWEALTH OF MASSACHUSETTS

Barnstable, ss. _____, 2015.

Then personally appeared the above-named _____, the person whose name is signed on the document and proved to me through satisfactory evidence of identification, which was personal knowledge of identity, and who being by me duly sworn did say that he is the Chair of the Selectmen of the Town of Truro, the municipal corporation named in the foregoing instrument; that she is duly authorized to act on behalf of said corporation; that the seal affixed to said instrument is the corporate seal of said corporation; and acknowledged the foregoing instrument to be the free act and deed of said corporation.

Notary Public
My commission expires:

APPROVAL BY
SECRETARY OF ENERGY AND ENVIRONMENTAL AFFAIRS
COMMONWEALTH OF MASSACHUSETTS

The undersigned, Secretary of the Executive Office of Energy & Environmental Affairs of the Commonwealth of Massachusetts, hereby certifies that the foregoing Restriction from The Compact of Cape Cod Conservation Trusts, Inc. to the Truro Conservation Trust has been approved in the public interest pursuant to M.G.L. Chapter 184, Section 32. Said approval is not to be construed as representing the existence or non-existence of any pre-existing rights of the public, if any, in and to the Premises, and any such pre-existing rights of the public, if any, are not affected by the granting of this Restriction.

Date: _____, 2015

, Secretary
Executive Office of Energy
& Environmental Affairs

COMMONWEALTH OF MASSACHUSETTS

Suffolk, ss. _____, 2015.

Then personally appeared the above-named _____, and proved to me through satisfactory evidence of identification, which was personal knowledge of identity, to be the person whose name is signed on the document and acknowledged to me that s/he signed it voluntarily as Secretary of Energy and Environmental Affairs for the Commonwealth of Massachusetts, for its stated purpose.

Notary Public
My commission expires:

EXHIBIT A

**EDGEWOOD FARM CONSERVATION RESTRICTION
TRURO MA**

DESCRIPTION OF THE PREMISES

The land subject to this Restriction (the "Premises") is described as being two parcels of vacant land situated in the Town of Truro, Barnstable County, Massachusetts, bounded and described as follows:

Being **Lots 3 and 4**, as shown on a plan of land entitled "Subdivision Plan of Land in Truro made for the Meldahl Realty Trust," recorded at the Barnstable County Registry of Deeds in Plan Book 569 Page 44.

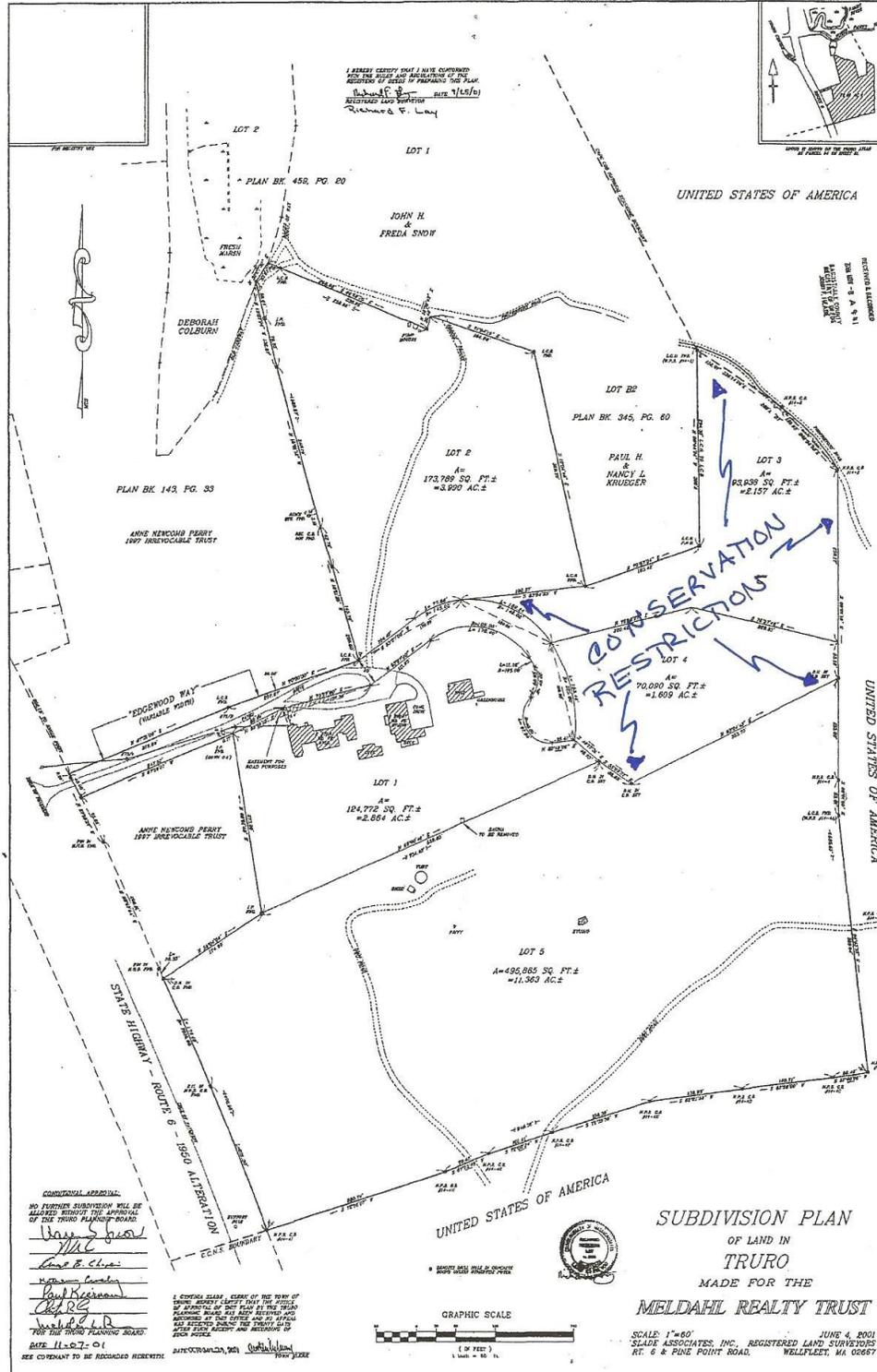
Containing an area of 3.77 acres, more or less.

A reduced copy of said plan is attached hereto and recorded herewith as Exhibit A-1.

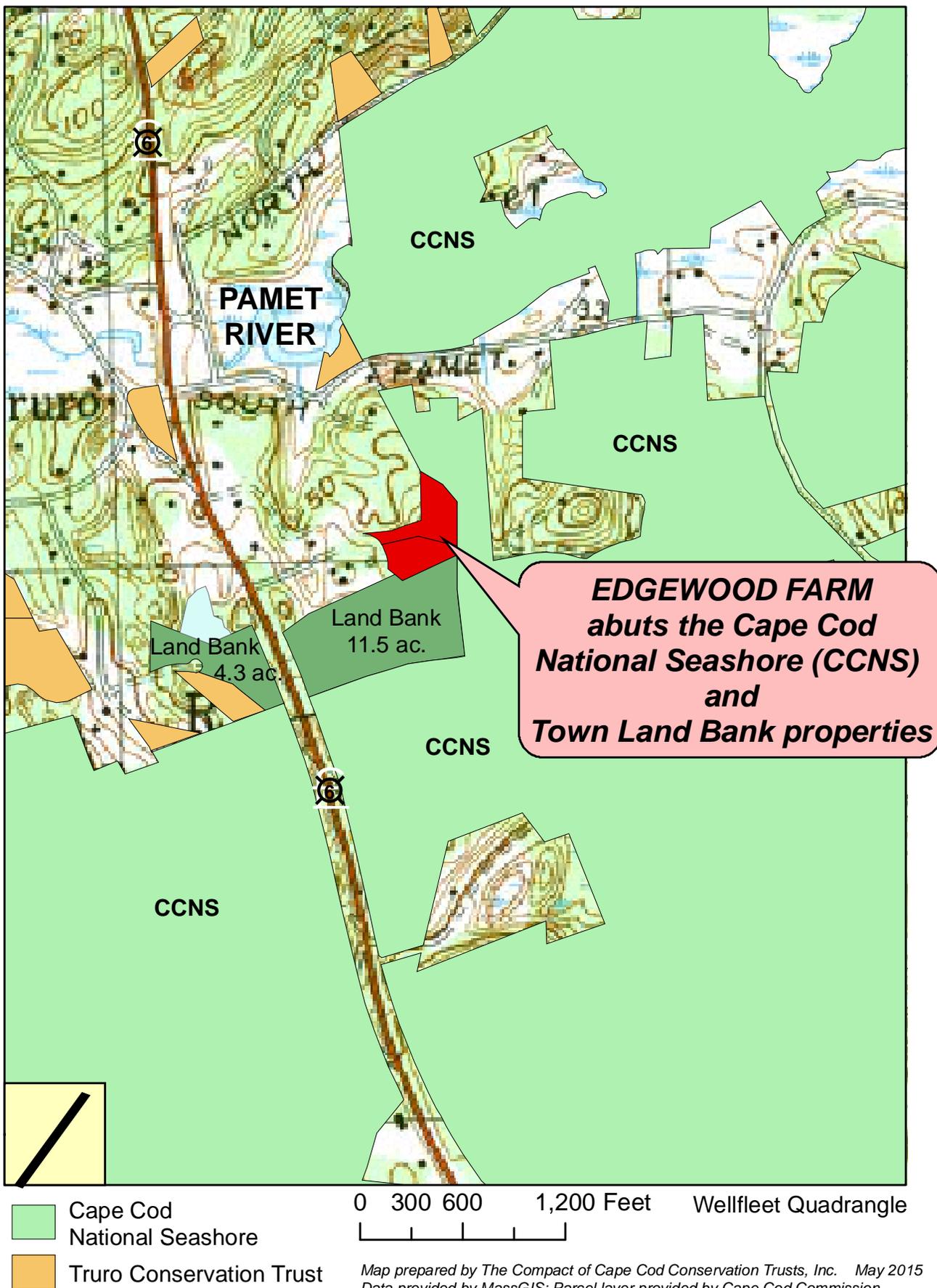
Property Address: 8 and 10 Edgewood Way, Truro, Massachusetts 02666

Town of Truro Assessors Map 51, Parcels 89 and 90.

EXHIBIT A-1
EDGEWOOD FARM CONSERVATION RESTRICTION
TRURO MA
SKETCH OF THE PREMISES



EDGEWOOD FARM, Truro
Protected Open Space Context Map





TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Rae Ann Palmer, Town Administrator

REQUESTED MEETING DATE: June 9, 2015

ITEM: Additional Parking along South Pamet Road for Ballston Beach

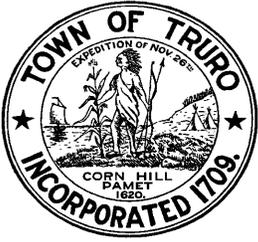
EXPLANATION: At your May 26, 2015 meeting you authorized the marking of nine (9) parallel parking spaces along the southern edge of South Pamet Road within the Town Right of Way between Long Dune Lane and Aunt Sal's Lane to provide additional parking for Ballston Beach. In response to concerns raised by citizens at the meeting and from written correspondence we received, staff is requesting authorization to postpone the implementation of the approved parking. We will monitor the parking situation at Ballston Beach and report back to you at the end of July with findings. We will notify the abutters of this action, if approved.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The parking spaces would be marked.

SUGGESTED ACTION: *Motion to authorize staff to delay implementation of additional parallel parking along South Pamet Road.*

ATTACHMENTS: None



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Rae Ann Palmer, Town Administrator

REQUESTED MEETING DATE: June 9, 2015

ITEM: Board of Selectman Meeting Dates

EXPLANATION: Attached are the Board of Selectmen meeting dates for the remainder of the calendar year. The Board of Selectmen generally meets on the second and fourth Tuesday of the month. September is scheduled for the third and the fifth Tuesday and December is set for the first and third Tuesday. In addition, the second meeting in November is during Thanksgiving week. Chairman Wisotzky requested that this be placed on the agenda for discussion and possible modification.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The meetings will remain as scheduled.

SUGGESTED ACTION: *Motion to*

ATTACHMENTS:

1. Meeting Schedule

Truro Board of Selectmen Meeting Schedule - 2015

<u>HEARING/MEETING</u> (Tues, unless otherwise noted)	<u>FILING DEADLINE</u> <u>LEGAL NOTICE*</u>	<u>FILING DEADLINE</u> <u>NO LEGAL NOTICE*</u>
January 13	December 2	December 16
January 27	December 16	December 30
February 10	December 30	January 13
February 24	January 13	January 27
March 17	February 3	February 17
March 24	February 10	February 24
April 7	February 24	March 10
April 22	March 10	March 24
Annual Town Meeting - April 28	N/A	N/A
May 6 (Wed)	March 24	April 7
Annual Town Election - May 12	N/A	N/A
May 26	April 14	April 28
June 9	April 28	May 12
June 23	May 5	May 19
July 14	June 2	June 16
July 28	June 16	June 30
August 11	June 30	July 14
August 25	July 14	July 28
September 15	August 4	August 18
September 29	August 18	September 1
October 13	September 1	September 15
October 27	September 15	September 29
November 10	September 29	October 13
November 24	October 13	October 27
December 1	October 20	November 3
December 15	November 3	November 17

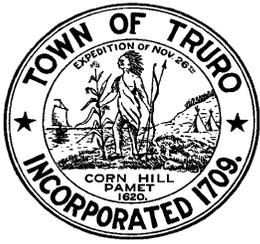
*For a complete list, please see page 2

Regular meeting for the Truro Board of Selectmen begin at **5:00 pm**.

All requests must be in writing or on the appropriate application form(s), as applicable. For all other matters before the Board of Selectmen to written request **and** pertinent information must be submitted no less than **7-days prior** to the requested meeting date.

MEETING DATES AND TIMES ARE SUBJECT TO CHANGE

Please check the Town Website www.truro-ma.gov for any changes in the schedule.



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Rae Ann Palmer, Town Administrator on behalf of Vice Chair Wisotzky

REQUESTED MEETING DATE: June 9, 2015

ITEM: Discussion of Goals and Objectives

EXPLANATION: To discuss/brainstorm ideas for 2016 objectives.

SUGGESTED ACTION: None Required

ATTACHMENTS:

1. 2015 Goals and Objectives
2. Recommendations from May 26, 2015 Meeting
3. Opportunities and Obstacles from June 2, 2015 Workshop



TOWN OF TRURO

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

Fiscal Year 2015 Goals and Objectives

Introduction

The Truro Board of Selectmen has agreed to pursue the following goals and objectives for Fiscal Year 2015, July 1, 2014 through June 30, 2015. The goals and objectives are divided into six broad categories:

- TOWN FINANCE
- LONG RANGE PLANNING
- ENVIRONMENT
- TOWN SERVICES & PUBLIC SAFETY
- OUTREACH, COMMUNITY RELATIONS AND COMMUNICATION
- TOWN ADMINISTRATION

Many of the objectives and activities are ongoing or continuing from FY2014 or earlier. Continued objectives have been marked as such.

In establishing these goals and objectives, the Selectmen intend to provide guidance and direction to the town's multi-member bodies, and to the Town Administrator and his or her appointees, in establishing their own goals and objectives to assist in the achievement of the overall goals and objectives.

TOWN FINANCE

GOAL: TRURO WILL HAVE A BUDGET THAT PROVIDES FOR ESSENTIAL SERVICES, MINIMIZES BUDGETARY GROWTH AND IS SUSTAINABLE OVER THE LONG TERM.

1. The Board of Selectmen will pursue the following objectives in order to increase non property tax revenues to the town:
 - a. The Board of Selectmen will support the efforts of our representative to the Great & General Court of the Commonwealth of Massachusetts to gain approval of the Town's home rule petition to enable the Town to collect the local option rooms tax for short term vacation. *(New)*
05/06/2015-Completed
 - b. The Town Administrator, Police Chief and Fire Chief will identify and apply for grant funding appropriate and relevant to the current and future needs of the Town of Truro to support the operations and enhancement of public safety and emergency management. *(New)*
05/06/2015-Ongoing

- c. The Town Administrator will evaluate the Town’s grant seeking capacity and will make recommendations to the Board of Selectmen for ways to increase capacity in this area. *(New)*
05/06/2015-Completed
- 2. The Board of Selectmen will conduct a comprehensive review of Town Fees in order to provide for reasonable and equitable fees that maximize income for the Town. The TA will prepare a complete list of all Town fees and recommend to the Board of Selectmen a process for reviewing Town fees that incorporates recommendations from Town Staff, relevant Boards and Committees and data regarding fee structures in other towns. *(Continuing-revised)* **05/06/2015- Ongoing**
- 3. The Board of Selectmen will establish fiscal policies to address unfunded Other Post-Employment Benefits based on recommendations from the Finance Committee and the Town Administrator. *(New)*
05/06/2015-Ongoing
- 4. The Town Administrator will report to the Board of Selectmen on actions taken to respond to the Auditor’s Management Recommendations contained in the two most recent audits. *(New)*
COBURN & WEINSTEIN 05/06/2015-Completed

LONG-RANGE PLANNING

GOAL: TRURO WILL USE PLANNING AS A MEANS TO:

- A. PREPARE FOR THE FUTURE;**
- B. IDENTIFY PROBLEMS AND ROADBLOCKS AS A WAY OF INFORMING EFFECTIVE SOLUTIONS AND POLICY;**
- C. PRIORITIZE RESOURCES;**
- D. DEVELOP PUBLIC POLICY;**
- E. COORDINATE SERVICES; AND,**
- F. EDUCATE AND ENGAGE CITIZENRY.**

- 5. The Board of Selectmen will continue to review and update the Town Charter by
 - a. Considering changes proposed by the Charter Review Commission and recommending proposals to the Annual Town Meeting *(Continuing-revised)* **WORTHINGTON & WEINSTEIN 05/06/2015-Completed**
 - b. Placing changes approved at the 2014 Annual Town Meeting on the November 4, 2014 election ballot. *(new)* **WORTHINGTON & WEINSTEIN 05/06/2015-Completed**
- 6. The Board of Selectmen, working with the Housing Authority and other Town Committees, will hold a Summit on Community Housing to develop recommendations for changes in policies, programs and by-laws to increase the availability of affordable/community housing. *(revised)* **WISOTZKY 05/06/2015-Ongoing**
- 7. The Board of Selectmen will revitalize the Economic Development Committee and work with them to identify strategies for supporting sustainable economic development in the Town.
*(Continuing)***WORTHINGTON & WISOTZKY 05/06/2015-Ongoing**
- 8. The Board of Selectmen will work with the Building Committee, the DPW Director, and the Town Administrator to develop a feasibility and cost study of the potential options to move the DPW facility

off Town Hall Hill by building or acquiring a new facility. *(Continuing)* **WORTHINGTON 05/06/2015-Ongoing**

9. The Board of Selectmen will catalogue and review all of the Board's Policy Memorandums to identify those in need of update or deletion. The Board of Selectmen will work to complete revision of policies by the end of FY2015. *(new)* **WISOTZKY & BURGESS 05/06/2015-Ongoing**

ENVIRONMENT:

GOAL: THE TOWN OF TRURO WILL HOLD AS A PRIORITY THE PROTECTION OF OUR ENVIRONMENT AND OUR NATURAL RESOURCES.

10. The Board of Selectmen, the Beach Commission, the Town Planner and the Police Chief/Emergency Management Director will initiate a process for developing long-term solutions to the effects of erosion at Ballston Beach and resulting flooding of the Pamet River Valley. *(Continuing-revised)* **BURGESS & WORTHINGTON 05/06/2015-Ongoing**
11. The Board of Selectmen, the Beach Commission, the Town Planner and the DPW Director will develop a long-term plan for the likely loss of parking spaces at Town beaches due to coastal erosion. *(New-revised)* **BURGESS & WORTHINGTON 05/06/2015-Ongoing**
12. The Town Administrator will conduct a comprehensive risk assessment that addresses issues related to climate change such as increased coastal erosion, sea-level rise and more powerful weather events and the impact these issues/events will have on Town property and services. *(New)* **BURGESS 05/06/2015-Ongoing**

TOWN SERVICES & PUBLIC SAFETY

GOAL: THE TOWN OF TRURO WILL PROVIDE FOR CURRENT AND ANTICIPATED NEEDS OF ITS CITIZENRY THROUGH THE PROVISION OF SERVICES INCLUDING PUBLIC SAFETY IN A STATE-OF-THE-ART FASHION THAT UTILIZE BEST PRACTICES AND THAT ARE EFFICIENT AND AFFORDABLE.

13. The Board of Selectman, in conjunction with the Fire Chief, will implement recommendations contained in the Truro Fire and Rescue Advisory Committee (TFRAC)'s February 2014 report including conducting and completing a search for a full time Fire Chief by June 30, 2015. *(new)* **WISOTZKY 05/06/2015-Ongoing**
14. The Board of Selectmen, working with the Board of Health and the Recycling Committee will explore ways to reduce the amount of solid waste handled through the Transfer Station by: *(Continuing)*
 - a. Increasing recycling and exploring more aggressive use of composting
 - b. Exploring fee structures such as PAYT (Pay as You Throw) that will reduce solid waste disposal costs **WEINSTEIN & BURGESS 05/06/2015-Ongoing**

15. The Board of Selectmen will work with the Chief of Police and the Bike and Walkway Committee to develop a safe roadway agenda that addresses the needs of currently “dangerous” roads as well as the expansion of safe bike-ways. *(Continuing)* **BURGESS 05/06/2015-Ongoing**
16. The Police Chief will arrange for an emergency management training for the Board of Selectmen so that the Board members may better understand their roles and legal responsibilities. *(Continuing-revised)* **COBURN 05/06/2015-Ongoing**
17. The Board of Selectmen will review the Town’s General By-law regarding Alcoholic Beverages (Chapter III Public Health, Section 1 Alcoholic Beverages) and Policy Memorandum #14 (**LICENSE APPROVAL AND RENEWAL PROCEDURES**) recommend any changes that may be needed to accommodate special events and provide consistent policy guidance for Department Head approvals. *(Continuing)* **WORTHINGTON 05/06/2015-Ongoing**
18. The Board of Selectmen will consider proposals from the Town Administrator to comply with new State regulations regarding the kenneling of lost and stray pets. *(new)* **BURGESS 05/06/2015-Ongoing**

OUTREACH, COMMUNITY RELATIONS AND COMMUNICATION

GOAL: TRURO WILL HAVE AN OPEN GOVERNMENT THAT ENGAGES AND INVOLVES ITS CITIZENRY.

19. The Board of Selectmen will strengthen outreach and communication efforts to more effectively engage all residents in the affairs of Town government *(Continuing)*
 - a. An individual, designated by the Town Administrator, will be responsible for ensuring that each Town Department’s information on the Town’s Website is up-to date. *(New)* **05/06/2015-Ongoing**
 - b. The Town Administrator will recommend ways to
 - i. Increase use of the Town’s website by residents & visitors
 - ii. Use Social Media to inform residents, property owners and visitors on civic community affairs and emergency notification, preparedness and services. *(New)* **05/06/2015-Ongoing**
 - c. The Town Administrator will negotiate a contract for the publication of official public notices in the Provincetown Banner. *(New)* **05/06/2015-Completed**
 - d. The Town Administrator will make all Board of Selectmen agendas and meeting materials available in electronic form and available on the Town’s website in advance of all posted meetings *(New)* **05/06/2015-Completed**
 - e. The Board of Selectmen will work with the Moderator to identify and implement strategies to increase attendance at Town Meeting and make Town Meeting more engaging, understandable and less confusing. **COBURN 05/06/2015-Completed**
20. The Board of Selectmen and the Chairs of the Town’s Committees and Boards will strengthen compliance with the State’s Open Meeting Law, Ethics Law and Public Records Law. *(Continuing-revised)*

- a. The Board of Selectmen with the support of the Town Administrator and the Police Chief will develop a Code of Conduct for members of all elected and appointed Committees and Boards. **05/06/2015-Completed**
 - b. The Town Administrator will arrange for initial and ongoing training on the State's Open Meeting Law, Ethics Law and Public Records Law for all Town Committee Chairs and members as well as related Town Staff. **05/06/2015-Ongoing**
 - c. The Town Administrator will arrange for the provision of training and/or materials on civic participation, leadership and meeting management to all Town Committee Chairs and related Town Staff. The Town Administrator will develop a system for monitoring and ensuring all Town Elected and Appointed Officials and Town Staff complete the on-line Ethics Test administered by the State Ethics Commission on a regular basis. **05/06/2015-Ongoing**
 - d. The Town Administrator will develop policies and systems for ensuring that all Town Employees complete the State Ethics Law Training as a condition of employment **05/06/2015-Ongoing**
 - e. The Board of Selectmen will develop policies and systems for ensuring that members of all appointed Town Boards and Committees complete the State Ethics Law Training as a condition of appointment. **COBURN 05/06/2015-Ongoing**
21. The Board of Selectmen, working with the Cable & Internet Advisory Committee will
- a. identify ways to ensure broadband internet service is available in all areas of the Town. **(Continuing) WEINSTEIN & WISOTZKY 05/06/2015-Ongoing**
 - b. review the Town's contract with Comcast and monitor compliance with the terms of the contract including expansion of service. **(Continuing) WEINSTEIN & WISOTZKY 05/06/2015-Ongoing**

TOWN ADMINISTRATION

GOAL: THE TOWN ADMINISTRATION OF TRURO WILL:

- A. UTILIZE BEST PRACTICES;**
- B. BE OF AN APPROPRIATE SIZE;**
- C. HAVE A STAFF THAT IS ADEQUATELY AND FAIRLY COMPENSATED;**
- D. UTILIZE INTER-GOVERNMENTAL COOPERATION WHEN APPROPRIATE;**
- AND,**
- E. IS SUSTAINABLE.**

22. The Town Administrator, Police Chief & Fire Chief will develop and implement a system to enhance communication with Town Employees (Policy changes, Department or employee tasking, notification to Departments affected by specific actions/changes, strategic direction) **(New) COBURN & WISOTZKY 05/06/2015-Ongoing**
23. The Board of Selectmen will review legal services needed by Town Government, and how to best provide them. **(Continuing) COBURN & WEINSTEIN 05/06/2015-Ongoing**
24. The Board of Selectmen will review and implement recommendations of the wage and classification study. **(Continuing) WISOTZKY 05/06/2015-Ongoing**

- 25. The Board of Selectmen will complete renegotiation of multi-year labor contracts with AFSCME (DPW employees) LIUNA, Police Federation and Communicators (Dispatchers) by November 1st. (*new*)
COBURN 05/06/2015-Ongoing
- 26. The Board of Selectmen will revise evaluation forms for the Town Administrator, the Police Chief and the Fire Chief. (*Continuing & New*) **WISOTZKY & BURGESS 05/06/2015-Ongoing**
- 27. The Town Administrator, the Police Chief and the Fire Chief will identify ways to reduce costs and/or improve performance by working collaboratively with neighboring towns and entities, including the Cape Cod National Seashore and Barnstable County. (*Continuing-revised*) **COBURN & WEINSTEIN 05/06/2015-Ongoing**

Jay Coburn, Chair

Janet W. Worthington, Clerk

Paul Wisotzky, Vice-Chair

Maureen Burgess

Robert Weinstein

Board of Selectmen
Town of Truro



TOWN OF TRURO

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

DRAFT Fiscal Year 2016 Goals and Objectives

Introduction

The Truro Board of Selectmen has agreed to pursue the following goals and objectives for Fiscal Year 2016, July 1, 2015 through June 30, 2016. The goals and objectives are divided into six broad categories:

- TOWN FINANCE
- LONG RANGE PLANNING
- ENVIRONMENT
- TOWN SERVICES & PUBLIC SAFETY
- OUTREACH, COMMUNITY RELATIONS AND COMMUNICATION
- TOWN ADMINISTRATION

Many of the objectives and activities are ongoing or continuing from FY2015 or earlier. Continued objectives have been marked as such.

In establishing these goals and objectives, the Selectmen intend to provide guidance and direction to the town's multi-member bodies, and to the Town Administrator and his or her appointees, in establishing their own goals and objectives to assist in the achievement of the overall goals and objectives.

TOWN FINANCE

GOAL: TRURO WILL HAVE A BUDGET THAT PROVIDES FOR ESSENTIAL SERVICES, MINIMIZES BUDGETARY GROWTH AND IS SUSTAINABLE OVER THE LONG TERM.

- 1. Renew the Town Meeting Vote in support of a Home Rule Petition to extend the rooms tax to short-term vacation rental of private homes and condominiums. (Coburn)**

LONG-RANGE PLANNING

GOAL: TRURO WILL USE PLANNING AS A MEANS TO:

- A. PREPARE FOR THE FUTURE;**
- B. IDENTIFY PROBLEMS AND ROADBLOCKS AS A WAY OF INFORMING EFFECTIVE SOLUTIONS AND POLICY;**
- C. PRIORITIZE RESOURCES;**

**D. DEVELOP PUBLIC POLICY;
E. COORDINATE SERVICES; AND,
F. EDUCATE AND ENGAGE CITIZENRY.**

- 1. The Board of Selectmen and the Finance Committee will work to develop a five year strategic plan for the Town. (Coburn)**
- 2. The Town Administrator will meet monthly with the Town Administrators of Provincetown and Wellfleet to explore opportunities for greater collaboration and shared services. (Coburn)**
- 3. The Town will dedicate increased staff resources in support of the creation of more affordable housing and explore partnering with the Town of Wellfleet to hire an Affordable Housing Specialist. (Coburn)**
- 4. Survey to Town Employees regarding rental housing. (Burgess)**
- 5. Impact on year round Condo use in conjunction with the Chamber of Commerce and WROC. (Burgess)**
- 6. The potentials for regionalizing Public Safety Services with Wellfleet and Provincetown. (Weinstein)**
- 7. Update the goal on the regional shelter in Provincetown with the assistance of the Police Chief, Fire Chief and COA. (Worthington)**
- 8. Regionalization-continue conversations with Provincetown and include Wellfleet (Wisotzky).**
- 9. Continue conversation around year round condo use in order to bring it back to Town Meeting next year. (Wisotzky)**

ENVIRONMENT:

GOAL: THE TOWN OF TRURO WILL HOLD AS A PRIORITY THE PROTECTION OF OUR ENVIRONMENT AND OUR NATURAL RESOURCES.

- 1. The Board of Selectmen, will propose a By-law at the Annual Town Meeting, similar to bans in place in Provincetown and Wellfleet, to ban single-use plastic bags in the Town. (Coburn)**
- 2. The Board of Selectmen and the Town Administrator in conjunction with the Conservation Agent via the Ballston Beach Upper Pamet Valley Working Group will develop an adaptive management plan for restoring tidal flow to the Pamet River to reduce flooding at the Pamet River Valley. (Burgess)**
- 3. The Town Administrator's update on the Hazard Mitigation plan and to assess town infrastructure and residential property risk with respect to climate change such as changing weather patterns and more powerful events, sea level rise. (Burgess)**
- 4. He asked for protection of South Pamet Road beginning at the over pass and begin discussion on the MassDOT with exploration on the culvert. (Weinstein)**

TOWN SERVICES & PUBLIC SAFETY

GOAL: THE TOWN OF TRURO WILL PROVIDE FOR CURRENT AND ANTICIPATED NEEDS OF ITS CITIZENRY THROUGH THE PROVISION OF SERVICES INCLUDING PUBLIC SAFETY IN A STATE-OF-THE-ART FASHION THAT UTILIZE BEST PRACTICES AND THAT ARE EFFICIENT AND AFFORDABLE.

1. The Board of Selectmen will revise Policy Memo #17 regarding maintenance and snow removal on private roads to differentiate between private roads, private roads in subdivisions and roads within the Cape Cod National Seashore. (Coburn)
2. Shuttle services for Truro beaches. (Worthington)
3. Setting policy of snow plowing on private roads. (Burgess)
4. Beach Commission, Board of Selectmen and Town Administrator will explore the feasibility of shuttle during heavy summer uses from Head of the Meadow to Coast Guard and Coast Guard to Ballston. (Burgess)
5. The Board of Selectmen and Town Administrator and the Animal Control Officer will work with the Town of Wellfleet to provide an adequate all weather shelter for stray and lost pets. (Burgess)
6. COA vehicles are utilized to the fullest extent for meetings and town events. (Weinstein).
7. Beach transportation and Parking. (Wisotzky)

OUTREACH, COMMUNITY RELATIONS AND COMMUNICATION

GOAL: TRURO WILL HAVE AN OPEN GOVERNMENT THAT ENGAGES AND INVOLVES ITS CITIZENRY.

1. The Town Administrator will establish a Facebook Page to enable the Town to more effectively communicate with residents and visitors. (Coburn)
2. The Town will equip an additional meeting room with cameras and sound to record meetings of Town Boards and Commissions. (Coburn)
3. Board of Selectmen and the Town Administrator and the IT Director could provide notice of lost pets on the Town Website. (Burgess)
4. Improved process to work with other committees for shared information and cohesive priorities. (Wisotzky)
5. Engage citizenry around priorities as a way to gather that information mainly with respect to the budget. (Wisotzky)
6. Support citizen volunteers and leaders, with respect to running meetings, etc. (Wisotzky)

TOWN ADMINISTRATION

GOAL: THE TOWN ADMINISTRATION OF TRURO WILL:

- A. UTILIZE BEST PRACTICES;
- B. BE OF AN APPROPRIATE SIZE;
- C. HAVE A STAFF THAT IS ADEQUATELY AND FAIRLY COMPENSATED;
- D. UTILIZE INTER-GOVERNMENTAL COOPERATION WHEN APPROPRIATE;
- AND,
- E. IS SUSTAINABLE.

1. The Town Administrator will conduct a comprehensive review staffing structure of the Town and propose changes necessary to further this goal. (Coburn)
2. Policy of Legal Counsel review and an updated Access to Town Counsel policy and how the Town Administrator accesses those services. (Weinstein)
3. Review of the organization of Town Hall staffing and completed early for the budget process. (Wisotzky)

OPPORTUNITIES DISCUSSED AT GOALS AND OBJECTIVES MEETING

HELD ON JUNE 2, 2015

Public access to information
Records Management (building permit software)
Shared services
Clarify role of advisory Boards and relationships with regulatory Boards
Take advantage of Barnstable County resources
Single database-----stickers
Technology
Communications Director
Website
Training for Committee Chairs
Certification and Accreditation for Truro Police Department
Succession Planning
Staff Development
Cautious and thoughtful long range planning
Linkage to Barnstable County and State-Shellfish
Staff supporting each other
Keep Fire/Rescue Personnel-give them benefits
Truro Fire Department –well trained staff
Increase fees (inspections)
Affordable housing
Place young people want to live
Maintain sense of history
DPW asset management software (equipment sharing/manpower policy)
Transfer Station Fees
Snow removal policy-private roads
Library-5 year strategic plan
Cape Cod Shred Calendar
Filming events for Truro TV
Website/info sharing focus 2016

Library signage and space planning
Animal Control Officer-communication with dispatch
COA-night programs/expand programs-better communication/reach generations
Transportation-streamlining
Health-organize licensing transition
Permit/Licensing software
Website/visitors-events
Regionalize licensing
Technology for records management
Push back to State on unfunded mandates-Lack of assistance
Technology Needs Assessment

OBSTACLES DISCUSSED AT GOALS AND OBJECTIVES MEETING

HELD ON JUNE 2, 2015

Information management
Public access to information
Intra-municipal service sharing
Committee/Commission involvement
Single member departments
Reliance on the staff by Committees/Boards
Time- re: Increased regulations
Staff Development
Process-driven planning
Unfunded mandates
Incentive(s) to fire department personnel
Make “affordability” a priority (housing, jobs, services)
Considering regional services
CHANGE
Policies must be consistent
Publicity \$
Signage to Truro Public Library
Enforcement
Events for non-retirees
Time consumption



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Rae Ann Palmer, Town Administrator

REQUESTED MEETING DATE: June 9, 2015

ITEM: Release of Executive Session Minutes

EXPLANATION: The Board of Selectman received a request for copies of all released Executive Session Minutes for the years of 2010, 2011, 2012 and 2013. Staff has prepared copies of the previously released minutes from those years, however, held minutes should be reviewed as part of the request. In accordance with MGL, the Board of Selectmen can designate someone to review the minutes. Town Counsel Veara and I reviewed all Executive Session Minutes from 2010 through 2014 for compliance with MGL regarding lawful exceptions to release, items affecting pending litigation or items that are still active that would be harmed by release of the minutes. Any minutes from the requested years that do not meet these criteria must be reviewed and disclosed. The motion in this correspondence includes the minutes that should be disclosed. Copies of the minutes are in the Executive Session Drop Box for your review; they are not public until you vote to disclose them.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The Town will not be in compliance with the Massachusetts Open Meeting Law.

SUGGESTED ACTION: *Motion to release the Executive Session Minutes from the meetings of 8/2/2011, 11/29/2011, 8/21/2012, 10/16/2012, 2/25/2014, 3/20/2014, that have been reviewed and will now be disclosed.*

ATTACHMENTS: None



Agenda Item: 6A1

TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Charleen L. Greenhalgh, Assistant Town Administrator/Planner

REQUESTED MEETING DATE: June 9, 2015

ITEM: Approval and Authorization to sign the contract agreement with and for Joseph F. Rugo, d/b/a Joeys Food Truck to operate at Head of the Meadow Beach is sought at this time.

EXPLANATION: Mr. Rugo won the Request for Proposal for the Head of the Meadow Beach Vendor. His bid came in at \$2,200.00. The application was complete and the services at the Beach are set to begin on June 9, 2015.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: There would not be a food vendor for this summer.

SUGGESTED ACTION: *MOTION TO approve and authorize the Chairman to sign the contract agreement with and for Joseph F. Rugo d/b/a Joeys Food Truck to operate at the Head of the Meadow Beach.*

ATTACHMENTS:

1. Copy of proposed contract
2. Mr. Rugo's proposal
3. Request for Proposal that was issued



**Agreement Between
Town of Truro, MA
And
Joseph F. Rugo d/b/a Joeys Food Truck**

This Agreement made the ____ of _____, 2015 by and between Joseph F. Rugo d/b/a Joeys Food Truck, mailing address P.O. Box 990, Truro, MA 02666, herein called the “Contractor” and the town of Truro, mailing address P.O. Box 2030, Truro, MA 02666, herein called the “Town” for the provision of Beach Food Vendor Concession.

Witnesseth, that the Contractor and the Town for the consideration herein after named agree as follows”

Article 1. Scope of Work

The Contractor shall perform all Work and Services required and as specified in the Request for Proposals for a Beach Food Vendor Concession to be located at the Head of the Meadow Beach, for the period from 6/20/2015 through and including 9/6/2015, herein called the “RFP”.

Article 2. Time of Completion

The contract is for the period of June 20, 2015 through and including September 6, 2015.

Article 3. Contract Sum and Time of Payment

Pursuant to Section III.B.8 of the RFP, the Contractor shall make payment in full two weeks after the award of the proposals by certified check or money order in the amount of Two Thousand Two Hundred dollars (\$2,200.00) made out to the “Town of Truro.”

Article 4. Contract Documents

The RFP, the Contractor’s Proposal and this Agreement form the Contract, and they are fully a part of the Contract as attached and incorporated herein by reference.

Article 5. Performance and Compliance

The Work and Services performed under this Contract shall be rendered in conformity with the standard outlined in the RFP.

Article 6. Executive Order 195

The Governor, or his designee, the Secretary of Administration and Finance, and the State Auditor or his designee, shall have the right at reasonable notice, to examine the books, records, and other compilations of data of the Contractor which pertain to the performance of the provisions and requirements of this Contract.

Article 7. Termination for Cause

The Town may terminate this Agreement for cause, at any time upon written notice to the Contractor designating the reason for said termination. Termination shall be effective immediately and no refund of payment shall be eligible.

In WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Agreement in duplicate on the respective dates indicated below:

TOWN OF TRURO

JOSEPH F. RUGO
d/b/a Joeys Food Truck

_____ Chair

Joseph F. Rugo

Date: _____

Date: _____

Agenda Item: 6A1

2015 Truro Beach Concessions
Head of the Meadow
6/20/15 - 9/7/15

Joeys Food Truck
PO Box 990
Truro, Ma 02666

Town of Truro,

Joeys Food Truck would like to propose to do business at Head of the Meadow in Truro Ma over the summer season of 6/20/15 to 9/7/15. Doing its second summer of business on the outer Cape serving gourmet tacos, quesadillas, street corn and other seasonal delights using the freshest and locally sourced ingredients available.

A handwritten signature in blue ink, reading "Joseph F. Rugo", is written over a horizontal line.

Joseph Rugo
Owner

5/13/15

2015 Truro Beach Concessions
Head of the Meadow
6/20/15 - 9/7/15

Joeys Food Truck
PO Box 990
Truro, Ma 02666

Town of Truro,

Joeys Food Truck would like to propose to do business at Head of the Meadow in Truro Ma over the summer season of 6/20/15 to 9/7/15. We would like to propose the bid amount of :

\$ 2,200 . Two Thousand Two HUNDRED DOLLARS

Joseph F Rugo

Joseph Rugo
Owner

5/13/15

2015 Truro Beach Concessions
Head of the Meadow
6/20/15 - 9/7/15

Joeys Food Truck
PO Box 990
Truro, Ma 02666

Dress Code

We will abide by all local and state regulations and health codes. This applies to the dresscode of our staff. All staff must wear closed toe shoes, a clean work uniform, an apron, and latex gloves while serving and preparing food items.

Staffing Plan / Qualification Requirements

- 1) 2 years kitchen experience
- 2) Friendly and accommodating personality determined by:
 - Face to Face interview
 - Past Work Experiences
 - Checked References
- 3) At least one safeserv staff member working per shift
- 4) All staff must abide by dress code and health regulations at all times while on town property, the food truck, and base of operation.

Joseph Rugo / Joeys Food Truck - P.O. Box 990 Truro MA 02667 -

References:

1.) **Becky Rosenberg**, Wellfleet Recreation

Worked closely together to establish Baker Field food service location last summer together, worked closely with summer camp programs and Recreation sponsored events and fundraisers

300 Main St, Wellfleet, MA

2.) **Elizabeth Cowley Roberts**, Bubulas By the Bay

Liz was my most recent boss and employer, working for her for 4 seasons at Bubulas before starting the food truck last summer. I also did landscaping work for her on the side.

7 Pilgrim Pond Rd, Truro, MA

3.) **Amy Voll**, Mac's Seafood

A regular customer and friend of Joeys Food Truck, who helped us collaborate with Wellfleet Oyster fest last fall.

6 Sturbridge Dr, Osterville, MA

4.) **John Yingling**, Spritus, Bubulas by the Bay, Local 187

A regular customer friend and support of Joeys Food Truck. Was a big help in establishing the business last summer.

7 Hatch Rd. Truro MA

Joeys Food Truck Summer 2015 – Proposed Menu and Food Options

All food options have the freshest available ingredients sourcing as much as possible from local farms and vendors. We also try our best to have our meat and dairy at the highest available quality; opting for free-range chicken and %100 Beef Hot Dogs.

Breakfast:

Breakfast Sandwiches-

Egg and Cheese -4

Bacon or Turkey Bacon / Egg and Cheese -6

Breakfast Burritos-

Rice, Beans, Fresh Pico de Gallo, Local Eggs, Mixed Veggies -6

Bagels- 2.50

Different Bagel Options

With Cream Cheese

Hummus + 1.50

Guacamole + 2.00

Peanut Butter + 1.50

Yogurt Parfait -3

Plain Greek Yogurt / Granola / Fresh Fruit

Hot Oatmeal -3 -2 -3

With Raisins +.50

Brown sugar +.50

Pecans +.50

Fresh Squeezed OJ and Grapefruit Juice -4

Juice of the day – Example: fresh carrot ginger juice -6

Smoothie of the day – Example: Mixed berries, bananas, with OJ or Yogurt base -6

Fair Trade Coffee -3

Lunch & Dinner:

Tacos- all gluten free and served on a corn tortilla

Jerk Chicken Taco: grilled chicken breast, shredded raddicco (purple lettuce) caramelized red onions, shredded cheddar cheese, and pico de gallo. - 6

Fish Taco: sautéed Cod in light olive oil and lemon, carrot and cabbage coleslaw, chipotle aioli, pineapple salsa - 7

Tofu Veggie Taco: grilled medley of peppers, onions, zucchini, and squash, with sautéed marinated tofu served with raddicco and pico de gallo - 6

Pulled Pork Taco: braised Pork Shoulder, carrot and cabbage cole slaw, lime cilantro sour cream, shaved radishes, pico de gallo or pineapple salsa - 6

Quesadillas-

Chicken and Cheese : Free range chicken with shredded cheddar, served with pico de gallo and guacamole - 7

Cheese Quesadilla: Classic Cheesy served with pico de gallo and guacamole - 5

Veggie Quesadilla: Grilled veggie medley of peppers, onions, zucchini, and squash served with cheddar cheese - 7

Sides-

Rice: Traditional style Spanish rice - 2

Beans: Cuban style black beans - 2

Tostones: Fried green plantains - 5

Grilled Corn on the Cob-

Plain Corn on the Cob: rolled in olive oil or warm butter - 3

Mexican Street Corn: grilled corn on the cob rolled in an ancho chile butter, topped with chipotle aioli, feta cheese and cilantro - 5

...are you hungry yet?

ServSafe[®] CERTIFICATION

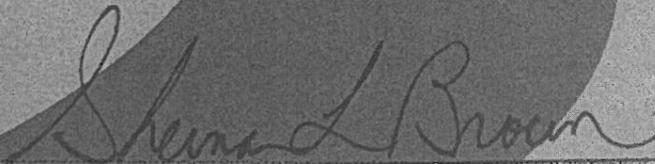
TO JOSEPH F RUGO

for successfully completing the standards set forth for the ServSafe[®] Food Protection Manager Certification Examination, which is accredited by the American National Standards Institute (ANSI)-Conference for Food Protection (CFP).

06/22/2014
DATE OF EXAMINATION

06/22/2019
DATE OF EXPIRATION

Local laws apply. Check with your local regulatory agency for recertification requirements.



Sherman Brown



ServSafe AllergensTM

Certificate of Achievement

Awarded to

JOSEPH RUGO

For completing the ServSafe Allergens Training and Assessment

Provided by the **National Restaurant Association**

Certificate Number:

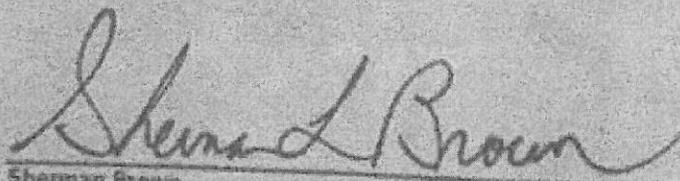
1468857

Student ID:

9983510

Expiration Date:

6/19/2017



Sherman Brown
Senior Vice President, National Restaurant Association



Appendix A

TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Tel: 508-349-7004, Extension: 10 or 24 Fax: 508-349-5505

Certificate of Non-Collusion

Description of Proposal: Head of the Meadow
Beach Concession Bid

Date of RFP: 5/13/15

The undersigned certifies under penalties of perjury that this proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.

Joseph F Rugo JOSEPH F RUGO
(Name of Person Signing Proposal)

JOEYS FOOD TRUCK
(Name of Business)

This form must accompany proposal



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Tel: 508-349-7004 , Extension: 10 or 24 Fax: 508-349-5505

STATE TAXES CERTIFICATION CLAUSE

I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid all state taxes under law.

Joseph F. Ruze

*Signature of individual or Corporate Name
(Mandatory)

by: _____

Corporate Officer
(Mandatory, if applicable)

Personal Information Redacted

**Social Security # (Voluntary) or Federal Identification #

* Approval of a contract or other agreement will not be granted unless this certification clause is signed by the applicant.

** Your Social Security Number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Providers who fail to correct their non-filing or delinquency will not have a contract or other agreement issued, renewed, or extended. This request is made under the authority of Mass. G.L. 62C s. 49.A.



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Tel: 508-349-7004 , Extension: 10 or 24 Fax: 508-349-5505

Beach Food Vendor Concession Permit Application

Name of Firm, or Applicant: JOEYS FOOD TRUCK

Address: PO BOX 990 TRURO MA 02666

Telephone: Personal Information Redacted

Location of Base of Operation: Wellfleet Methodist Church

Description of Vehicle: FOOD TRUCK

Vehicle Identification Number: Personal Information Redacted

Vehicle Registration Number: Personal Information Redacted

List Food Items to be Sold: TACOS, QUESADILLIA, GRILLED CORN, HOT DOGS, PANINIS, SALADS, WRAPS, FRIED FOOD

Description of Equipment: FLAT TOP, GRILL, FRY-LATOR-PANINI PRESS Refrigerators, blender, Honda generator

Proposal amount for Permit for the beach Season: Head of the meadow (\$ _____) 2015

I, the undersigned, the authorized representative of JOEYS FOOD TRUCK, hereby certify that all the information contained herein is accurate and complete and that I have read the Specifications and Conditions of the Town of Truro Beach Vendor Permit contained in this Request for Proposal, understand the requirements of these Specifications and Conditions and agree to comply with the requirements and standards contained therein.

Joseph F. Ryan
Owner, Principal or Authorized Representative

5/13/15
Date



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666
Tel: 508-349-7004 , Extension: 10 or 24 Fax: 508-349-5505

REVENUE ENFORCEMENT AND PROTECTION CERTIFICATION (REAP)

Pursuant to M.G.L.Ch. 62C, Section 49A, I certify under the Penalties of Perjury That I Have Filed All Mass. State Tax Returns and Paid ALL Mass. State and Town Taxes Required under Law.

Company Name: JOEYS FOOD TRUCK

Street and No: PO BOX 990 TRURO

City or Town: TRURO

State: MA Zip Code: 02666

Telephone: Personal Information Redacted

Social Security or Federal Identification Number: Personal Information Redacted

Certified by State Office of Minority and Women Business Assistance (SOMWBA): _____

Date of Certification: _____

Failure to complete this form may result in rejection of the RFP.

Joseph F. Range
Authorized Signature

5/13/15
Date

Opening RFPs for:
Beach Food Vendor Concession
Head of the Meadow Beach

Date/time 5/13/2015 2:00pm

Present: Rae Ann Palmer, Town Administrator
Executive Assistants Nicole Tudor, Noelle Scoullar

1. Bidder

JOEYS Food TRUCK
PO Box 990
TRURO MA 02666

Separate Price Proposal

✓

2. Bidder

Separate Price Proposal

3. Bidder

Separate Price Proposal

4. Bidder

Separate Price Proposal

5. Bidder

Separate Price Proposal

Town of Truro

Request for Proposals

For a Beach Food Vendor Concession to be
located at the Head of the Meadow Beach

For the period from
6/20/2015 through and including 9/6/2015



April 2015

This document and any addenda thereto are issued electronically only. It is the responsibility of every bidder who receives this bid and all associated documents to check the Town of Truro website for any addenda or modification to this solicitation, if they intend to respond. The Town of Truro accepts no liability to provide accommodation to bidders who submit a response based upon an out of date solicitation document. Bidders may not alter (manually or electronically) the bid language or any bid documents. Unauthorized modifications to the body of the bid, specifications, terms or conditions, or which change the intent of this bid are prohibited and may disqualify a response.

SECTION I. INTRODUCTION AND BACKGROUND

The Town of Truro is seeking Request for Proposals (“RFP”) from qualified mobile food concessionaires interested in securing the **Beach Food Vendor Concession** for Head of the Meadow Beach, North Truro. The RFP, with specifications and requirements, may be obtained by going to www.truro-ma.gov and viewing our Bids & Proposals page.

The Town of Truro, acting by and through the Board of Selectmen receiving the recommendations of the Town Administrator may award one (1) mobile food vendor license to the qualified, successful highest proposal amount so as to allow the successful highest bidder to sell food through the use of one (1) mobile unit only at the Head of the Meadow Beach, during the summer beach season from the third weekend in June through Labor Day.

Head of the Meadow Beach, located at 70 Head of the Meadow Road, is one of Truro’s finest ocean-side beaches. This is the only ocean side Truro Town beach which is open to the public for a daily parking fee. There is ample parking.

SECTION II. KEY DATES FOR THIS PROPOSAL

Following are key dates for this Request for Proposal. Please respond in according to these requirements.

Key dates for this Proposal

April 30, 2015	Proposal posted on Town Website
May 7, 2015	Last day to submit questions to the Purchasing Agent
May 13, 2015	Proposals Due, 2:00 pm, Selectmen’s Office 24 Town Hall Rd, Truro, MA 02666
May 15, 2015	Tentative optional interview date
May 18, 2015	Notification of Award/generate contracts for signature
May 19 or June 2, 2015	Board of Health Food Service for Mobil Food Vendor
May 26 or June 9, 2015	Board of Selectmen Peddler License for Mobil Food Vendor
June 20, 2015 (targeted)	Equipped, supplied, and ready for operation by 6/20/2015

SECTION III. PROPOSAL INSTRUCTIONS

A. GENERAL

1. Attention of all proposers is directed to Chapter 30B of the General Laws of the Commonwealth of Massachusetts and to all other applicable sections of the General Laws as most recently amended which govern the award of this contract.
2. The Town of Truro may cancel this RFP, in whole or in part, or may reject all proposals

submitted in response, or may procure only some goods and/or services outlined in this RFP whenever such action is determined to be fiscally advantageous to the Town or if it is otherwise in the best interest of the Town.

3. The Town of Truro may request that supplementary information be furnished to assure the Town that a proposer has the technical competence, the business and technical organization, and the financial resources adequate to successfully perform the necessary work.
4. The following forms and documents are provided by the awarding authority and shall be **signed and submitted** with the proposal:
 - a. Certificate of Non Collusion (Appendix A)
 - b. State Taxes Certification Clause (Appendix B)
 - c. Beach Permit Food Concession Permit Application (Appendix C)
 - d. Revenue Enforcement and Protection Certification (Appendix D)
 - e. Acknowledgement of Principal, If a Corporation or Acknowledgement of Principal, If a Partnership (Appendix E).

All proposals shall be in ink or typewritten and must be completed according to the instructions contained herein.

5. Questions or clarifications rising from these documents shall be submitted to the Town in writing. They should be sent to the individual named in section V.B. They must be submitted in accordance with section II “Key Dates for This Proposal”.
6. All responses are to include a cover letter, which shall include a statement that the Proposal is in accordance with this RFP and that the proposer has read and understands all sections and provisions herein. Exceptions, if any, are to be clearly stated.
7. All proposals shall be submitted to the Town Administrator, Town of Truro, Selectmen’s Office, 24 Town Hall Rd, Truro, MA 02666, on or before the date and time stated in section II “Key dates for this Proposal”. Each proposal shall be in SEALED envelopes, clearly marked on the outside of the envelope to indicate the contents, and the name and address of the proposer.
8. Proposers may correct, modify or withdraw the original proposals on or before the date and time as stated in the “Key dates for this Proposal”. Corrections or modifications shall be in sealed envelopes, clearly marked to indicate the contents, with the name and address of the vendor. Any late correction or modification to the proposal will not be accepted. A proposer who wishes to withdraw a proposal must make the request in writing.
9. Each proposer shall be presumed to have read and be thoroughly familiar with these documents. Unfamiliarity with these documents shall in no way relieve any proposer from any obligation in respect to his/her proposal.
10. It is understood that the Vendor’s Proposal to the Town of Truro to provide said services and products will remain valid for 90 days past the submission deadline.
11. It is understood that the proposer has submitted the Proposal in good faith and has not colluded with any other individuals, firms, or corporations in creating the proposal to subvert the market process. See Non-Collusion Certificate attached (Appendix A).
12. All costs involved in preparing the Proposal will be borne by the vendor; the Town will not be liable for any costs associated with the creation of the Proposal. The proposer shall be familiar with all state, local and other laws relating to this type of work and shall obtain all permits required and shall pay all expenses for same.
13. Proposals, which are incomplete, conditional or obscure, will be rejected. No award will be made to any proposer who cannot satisfy the awarding authority that he/she has sufficient ability and sufficient capital to enable him/her to meet the requirements of these specifications. The awarding authority’s decision or judgment on these matters shall be final, conclusive and binding.
14. Any proposal received after the date and time stated in the “Key dates for this Proposal” will be

deemed “non-responsive” and shall not be opened. Unopened proposals will be returned to the proposer.

15. The Proposals will be opened on the date and at the time stated in the “Key dates for this Proposal” in the Selectmen’s Meeting Room immediately after response due date. The name of the person or organization submitting a proposal will be read and recorded. The contents of all proposals will be opened publicly. A register of proposals will be completed indicating the name of the proposer and the number of proposal modifications submitted by each proposer. This register may be viewed upon request. The names of the witnesses will also be recorded. Although the pricing will be announced at the proposal opening, the technical proposal will be evaluated and the technical merit and pricing will be used to determine the proposal most advantageous to the Town.
16. Any contract resulting from this RFP shall be awarded to the proposer meeting all criteria and requirements and who has submitted the most advantageous bid amount to the Town of Truro. The Town alone will be the sole judge in determining whether a vendor’s proposal satisfies the requirements of this RFP and whether or not the Proposal will prove advantageous to the Town. The selected vendor will be under contractual agreement to the Town per the attached contract document.
17. Response to this RFP acknowledges the vendor's acceptance of all sections and requirements of this document. The RFP will be written into the successful vendor's proposal as part of the system contract. IF THE VENDOR’S PROPOSAL DOES NOT COMPLY WITH THE REQUIREMENTS OF THIS RFP, OR IF AN ITEM IS NOT UNDERSTOOD IN ANYWAY, A COPY OF THAT SECTION OF THE RFP MUST THEN BE INCLUDED IN THE PROPOSAL AND ALL ITS COPIES CLEARLY STATING THE DEVIATION, ADDITIONS, OR OTHER COMMENTS.

B. SPECIFICATIONS AND CONDITIONS

1. The selected vendor shall meet the standards and requirements of: (a) the State Sanitary Code, Chapter X, Minimum Standards for Food Establishments; (b) 105 code of Massachusetts Regulations (CMR) 590.009(B); and (c) the rules and regulations of the Truro Board of Health.
2. The selected vendor shall obtain all necessary state and local permits and licenses. The selected vendor shall meet all the requirements of the Truro Board of Selectmen, Health Agent, and Board of Health, including, but not limited to, vehicular safety standards, insurance, as well as sanitary and food service requirements.
3. The selected vendor shall locate the approved mobile vendor unit at the designated area of the approved beach(es) only. This location shall be determined by the board of Selectmen. At the Head of the Meadow Beach, the mobile vendor unit shall be located in the northeasterly corner of the parking lot.
4. The selected vendor shall provide all required utilities, e.g., electricity and water, necessary for the food service operation, and shall provide a trash and recycle receptacle for the mobile vendor unit.
5. The selected vendor shall provide food service on all fair weather days, including holidays and weekends, between the hours of 10:00 a.m. and 4:00 p.m. through the term of the permit, the period from the third weekend in June through Labor Day.
6. The selected vendor shall not assign, or sublease any portion of the licensed service.
7. The selected vendor shall carry concessionaire's liability/product liability insurance in the amount of \$1,000,000 and shall provide the Town of Truro with a certificate of endorsement with the Town of Truro listed as an additional insured for the beach season period of the permit, from the third weekend in June through Labor Day. The selected vendor shall also carry Worker's Compensation Insurance in the amount of \$500,000., and shall provide the Town of

- Truro evidence of such insurance coverage, unless the business owner operates the mobile vendor unit, and does not hire employees to do so.
8. The selected vendor shall make payment in full two weeks after the award of the proposals by certified check or money order.
 9. The Town of Truro shall have the right to revoke the concession permit for the Beach Food Vendor for reasonable cause, including, but not limited to: (a) failure to maintain a sanitary mobile vendor unit in conformity with all applicable state and local standards, (b) inappropriate, offensive, or criminal behavior by the vendor, or any employee or agent of the vendor, (c) misrepresentation of information provided in the enclosed vendor permit application, (d) failure to service the public as required by Section #5 above, or (e) failure to maintain a respectable, family-oriented, food service operation in the best interest of the public and the Town of Truro.
 10. The selected vendor shall adhere to the following guidelines for Sale and Preparation of Food from a Mobile Food Vendor Unit:
 - a. All packaged food must come from a licensed source, and must be packaged and labeled;
 - b. All potentially hazardous foods must be maintained at proper temperatures: frozen <0° F; hot holding >140° F and cold holding <41°F. Wrapped cold foods are prohibited from direct contact with ice;
 - c. Thermometers must be available, and in use for monitoring food temperatures;
 - d. Employees and vendors must be able to wash hands with soap and hot water within the mobile unit or the use of a hand washing station approved by the Health Agent. Full restrooms with lavatories are not available at Truro beaches;
 - e. At the concession unit, foods must be adequately protected from the elements, insects, and the public. Good food-handling practices must be observed;
 - f. Only single-service items may be used, and must be protected;
 - g. Only single-service condiments shall be used;
 - h. Only single canned or bottled beverages will be allowed for sale; canned and bottled beverages may be stored in ice.
 - i. Arrangements must be made for trash and recycle disposal; and adequate storage facilities must be available both at the site and at the base of operations.
 - j. The mobile vending unit must be kept clean at all times. A labeled spray bottle of sanitizing solution must be available for cleaning all food contact surfaces:
 - Chlorine sanitizer: 50-100 PPM (1/2 TBL non-scented household bleach per 1 gallon water for 100 ppm solution)
 - Quaternary Ammonium sanitizer: 200 ppm (follow product instructions)
 - k. All mobile food vendors must operate from a licensed fixed facility (base of operations). Mobile food operations not equipped with adequate water and waste systems to facilitate handwashing and the cleaning/ sanitizing of utensils are restricted to the preparation and service of frankfurters and non-potentially hazardous foods.
 - l. The vendor will supply the Town with a listing of all food items to be sold and a price list.

C. NOTIFICATION OF AWARD

All proposers will be notified of the selection decision within approximately 7 days of the date proposals are due to the Town unless otherwise notified by the Town. In no case will the award be made beyond 90 days unless the vendor agrees to extend the period of time in which the proposal is valid.

D. AGREEMENT OF CONTRACT

This RFP, as well as the selected vendor's proposal, and any addenda to that proposal will become part

of the final contractual documents. At the time of the signing of the contract, the concessioner/vendor shall submit the liability insurance and Worker's Compensation Insurance documentation as outline in section III.E and III.B.7.

E. INSURANCE REQUIREMENTS

Refer to section III.B.7.

SECTION IV. PROPOSAL REQUIREMENTS

A. MINIMUM REQUIREMENTS

The Town of Truro shall reject proposals which do not meet the following certain minimum requirements:

1. Three (3) years of management experience in the restaurant and/or large scale concession operation.
2. Minimum acceptable guaranteed lease amount: \$500.00
3. The proposal must be from an established corporation, partnership, firm or individual who normally furnish such services as the principal business for which the corporation or firm is formed or has a minimum of three (3) years experience in managing a similar food service business. A description of the business including a list of clients (does not have to be a complete list; a sample is acceptable, including a complete list for the past three (3) years) and number of employees is required.
4. The proposer must provide a list of the names and titles of personnel who will be assigned to represent the business and who will be the principals and key personnel. Include resumes with their experience and qualifications.
5. A business plan.
6. The proposal must be received in the Purchasing Agent's before the deadline for receipt of proposals, and must be complete (must include or address all items specified in Section V - Proposal Submission Requirements).
7. The vendor must have signed all forms (listed in section III. A.4 and attached hereto) and include them in the proposal package.
8. The proposal must be signed by an agent of the company who has authority to bind the company to a firm proposal price.

B. TECHNICAL SCOPE OF SERVICES

The following is a summary of the services the Town of Truro is requesting of the successful proposer.

Proposer will operate and maintain a high standard of food concession at Head of the Meadow Beach, Truro, MA.

It is expected that the start up of the successful proposer's operation will be on or about June 20, 2015 (estimated official day of opening) - hours of operation shall be consistent with section III. B. 5.

Manager on Duty – It is a strongly stated requirement that the Principal be onsite in a significant fashion during the peak time of operations to insure the proper management of the concession.

Public Health and Safety - The proposer must submit detailed evidence that past operations managed and run by the prospective firm (or individual) have complied with all health and safety regulations concerning the operation of Snack Bar Concession service establishments. A full and accurate disclosure of any issues concerning Public Health, Public Safety histories is required to show the applicant has a demonstrated clean record in accordance with business operations of this nature.

Criminal Histories (CORI) - The Town shall conduct a Criminal Offender Record Information (CORI) check on all employees and the principal to perform work on site for this contract. Any unacceptable results of CORI check shall result in an employee being unable to work on the premises.

ServSafe Food Safety Certification - The successful proposer will submit evidence that two employees have ServSafe Certification (a primary and a backup). A certified ServSafe person must be present at all times during which the snack bar concession is in operation.

Minimum Staffing - A main function of the concession service is to provide prompt service to the visitors to the Head of the Meadow Beach and to provide adequate staffing. Please describe your staffing plan in your business plan.

Dress Code - It is recommended that a dress code be in effect for all concession employees while on the premises. The Town requires a neat and tidy appearance.

C. FINANCIAL SCOPE OF SERVICES

The Financial Scope of Services must include any information that would assist the evaluation committee in selecting the best-suited proposal.

The minimum bid amount for this business opportunity is \$500.00.

Business Plan – Proposer to submit a detailed business plan with your proposal submittal for this business opportunity.

D. ADDITIONAL NARRATIVE/COVER LETTER INFORMATION

1. Please summarize what you believe your firm offers that is unique from other providers of concessionaire services.
2. Please provide at least three (3) references with contact phone numbers. These references should be able to accurately vouch for your ability to meet the scope of this proposal.
3. A commitment needs to be made that the proposer, if given the award by May 18, 2015, can be operational on June 20, 2015. Refer to the Key Dates exhibit found on page 3.
4. Please list the anticipated amount of support services and/or documents the Town would be required to provide.
5. A dress code policy that demonstrates a professional approach to serving the public is required. This should be detailed enough to allow the evaluation committee to understand the proposer's approach to this important area in presenting a well-run concession business.

SECTION V. PROPOSAL SUBMISSION REQUIREMENTS

A. SUBMISSION

One (1) sealed envelope, containing one (1) unbound original and one (1) copy of the complete proposal marked "Beach Concession 2015." must be received per the time frame outlined in section II. It

is the sole responsibility of the proposer to insure that the proposal arrives on time and at the designated place.

Within your Proposal, please supply each of the following items and clearly structure and label your Proposal.

1. Narrative/Cover Letter including name of Proposer, address and telephone number and signed in ink by someone authorized to sign such documents.
2. Submit Dress Code of employees.
3. Submit résumés for principal(s) and key personnel (if selected). If key personnel are not selected at the time of proposal submittal, provide staffing plan and qualification requirements.
4. Provide business plan, sample menus and pricing and any other pertinent information required for the evaluation committee to use in their review process and all other requested information stated herein.
5. ServSafe certification and past health and safety track record.
6. All forms (listed in section III. A.4 and attached hereto) signed and dated.
7. Bid amount **in a separate sealed envelope** clearly marked at the bid proposal with the name of the Proposer.

B. CONTACT INFORMATION

Clarification and interpretations of this RFP must be requested in writing, email preferred. Responses shall be likewise furnished. The last day to submit written requests can be found in the section Key Dates for this Proposal. Please contact the Town of Truro for clarification of this RFP. Direct all inquiries regarding the plan to:

Rae Ann Palmer, Town Administrator
24 Town Hall Road
Truro, MA 02666
Phone: (508) 349-7004
Fax: (508) 349-5505
Business Hours: 8:00 a.m. - 4:00 p.m.
Monday through Friday
rpalmer@truro-ma.gov



Appendix A

TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Tel: 508-349-7004 , Extension: 10 or 24 Fax: 508-349-5505

Certificate of Non-Collusion

Description of Proposal: _____

Date of RFP: _____

The undersigned certifies under penalties of perjury that this proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.

(Name of Person Signing Proposal)

(Name of Business)

This form must accompany proposal



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Tel: 508-349-7004 , Extension: 10 or 24 Fax: 508-349-5505

STATE TAXES CERTIFICATION CLAUSE

I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid all state taxes under law.

*Signature of individual or Corporate Name
(Mandatory)

by: _____
Corporate Officer
(Mandatory, if applicable)

**Social Security # (Voluntary) or Federal Identification #

* Approval of a contract or other agreement will not be granted unless this certification clause is signed by the applicant.

** Your Social Security Number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Providers who fail to correct their non-filing or delinquency will not have a contract or other agreement issued, renewed, or extended. This request is made under the authority of Mass. G.L. 62C s. 49.A.



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Tel: 508-349-7004 , Extension: 10 or 24 Fax: 508-349-5505

Beach Food Vendor Concession Permit Application

Name of Firm, or Applicant: _____

Address: _____

Telephone: _____

Location of Base of Operation: _____

Description of Vehicle: _____

Vehicle Identification Number: _____

Vehicle Registration Number: _____

List Food Items to be Sold: _____

Description of Equipment: _____

Proposal amount for Permit for the beach Season: _____ (\$ _____)

I, the undersigned, the authorized representative of _____, hereby certify that all the information contained herein is accurate and complete and that I have read the Specifications and Conditions of the Town of Truro Beach Vendor Permit contained in this Request for Proposal, understand the requirements of these Specifications and Conditions and agree to comply with the requirements and standards contained therein.

Owner, Principal or Authorized Representative

Date



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Tel: 508-349-7004 , Extension: 10 or 24 Fax: 508-349-5505

REVENUE ENFORCEMENT AND PROTECTION CERTIFICATION (REAP)

Pursuant to M.G.L.Ch. 62C. Section 49A. I certify under the Penalties of Perjury That I Have Filed All Mass. State Tax Returns and Paid ALL Mass. State and Town Taxes Required under Law.

Company Name: _____

Street and No: _____

City or Town: _____

State: _____ Zip Code: _____

Telephone: _____

Social Security or Federal Identification Number: _____

Certified by State Office of Minority and Women Business Assistance (SOMWBA): _____

Date of Certification: _____

Failure to complete this form may result in rejection of the RFP.

Authorized Signature

Date



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Tel: 508-349-7004 , Extension: 10 or 24 Fax: 508-349-5505

ACKNOWLEDGEMENT OF PRINCIPAL, IF A CORPORATION:

State of _____)

County of _____)

On this _____ day of _____, 20____, before me personally came and appeared _____, proved to me through satisfactory evidence of identity, which was _____, to be the person whose name is signed below, who, being by me duly sworn, did depose and say to me that he resides at _____, that he is _____ of _____ the corporation described in and which executed the foregoing instrument; that he knows the seal of said corporation; that one of the impressions affixed to said instrument is an impression of such seal; that it was so affixed by the order of the directors of said corporation and that he signed his name thereto by like order.

(Seal)

Notary Public

ACKNOWLEDGEMENT OF PRINCIPAL, IF A PARTNERSHIP:

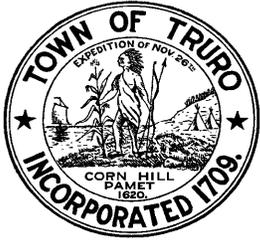
State of _____)

County of _____)

On this _____ day of _____, 20____, before me personally came and appeared _____, proved to me through satisfactory evidence of identity, which was _____, to be the person whose name is signed below, and one of the members of the firm of _____ described in and which executed the foregoing instrument and he acknowledged to me that he executed the same as and for the act and deed of said firm.

(Seal)

Notary Public



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Truro Police Department

REQUESTOR: Kyle Takakjian , Police Chief on behalf of Cape Cod Regional Transit Authority

REQUESTED MEETING DATE: June 9, 2015

ITEM: Interagency Cape Cod Regional Transit Authority Agreement and Town of Truro

EXPLANATION: Storage of mobile vault behind the public safety facility

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: CCRTA vault unable to park behind public safety facility

SUGGESTED ACTION: *Motion to approve Interagency Cape Cod Regional Transit Authority Agreement and Authorize the Chair to sign.*

ATTACHMENTS:

1. Agreement



ADVISORY BOARD OFFICERS
Thomas M. Guerino, CHAIRMAN
Robert C. Lawton, Jr., VICE CHAIRMAN
George H. Dunham, CLERK
Thomas S. Cahir, ADMINISTRATOR

CAPE COD REGIONAL TRANSIT AUTHORITY

BARNSTABLE BOURNE BREWSTER CHATHAM DENNIS EASTHAM FALMOUTH HARWICH MASHPEE ORLEANS PROVINCETOWN SANDWICH TRURO WELLFLEET YARMOUTH

INTERAGENCY AGREEMENT
BETWEEN THE
CAPE COD REGIONAL TRANSIT AUTHORITY
AND
TOWN OF TRURO, MA

Whereas, the Cape Cod Regional Transit Authority (CCRTA) has requested permission from the Town of Truro to locate a trailer and mobile vault used to service CCRTA transit vehicles at the Truro Public Safety complex located at 344 Route 6, Truro, Massachusetts 02666.

NOW THEREFORE, the parties agree:

- (1) The CCRTA is granted permission to park a trailer and mobile vault used to service the CCRTA transit vehicles in the rear of the Truro Public Safety Complex located at 344 Route 6, Truro, Massachusetts 02666. The CCRTA agrees to comply with any reasonable requests of the Town regarding the location of the trailer and to properly register and insure the trailer and its contents at all times.
- (2) The CCRTA shall be solely responsible for the security of the trailer and its contents and hereby agrees to indemnify, defend, and hold harmless the Town of Truro its departments, agents and employees from and against all damage, loss, suits, and claims of every name and nature for or on account of any claim or loss by any person, firm, corporation, association or entity arising out of or caused by CCRA or its agents. The provisions of this paragraph shall extend beyond the term of this agreement to the final resolution of any claims that occurred during the term of this agreement regardless of when they may be reported.
- (3) The services are to be provided at no cost to CCRTA.
- (4) This agreement may be terminated at any time by either party by ten days written notice to the other.

Executed this 1st day of June, 2015

CCRTA
By:

Town of Truro
By:

Henry Swinarski
Chief Financial Officer



INTERAGENCY AGREEMENT

BETWEEN THE
CAPE COD REGIONAL TRANSIT AUTHORITY
AND
TOWN OF TRURO, MA

Whereas, the Cape Cod Regional Transit Authority (CCRTA) has requested permission from the Town of Truro to locate a trailer and mobile vault used to service CCRTA transit vehicles at the Truro Public Safety complex located at 344 Route 6, Truro, Massachusetts 02666.

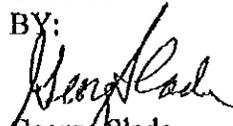
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- (2) The CCRTA shall be solely responsible for the security of the trailer and its contents and hereby agrees to indemnify, defend, and hold harmless the Town of Truro its departments, agents and employees from and against all damage, loss, suits, and claims of every name and nature for or on account of any claim or loss by any person, firm, corporation, association or entity arising out of or caused by CCRA or its agents. The provisions of this paragraph shall extend beyond the term of this agreement to the final resolution of any claims that occurred during the term of this agreement regardless of when they may be reported.
- (3) The services are to be provided at no cost to CCRTA.
- (4) This agreement may be terminated at any time by either party by ten days written notice to the other.

Executed this 1st day of May, 2014

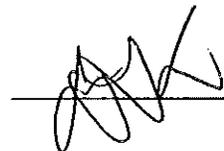
CCRTA

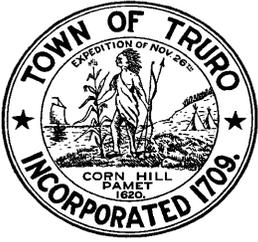
BY:


George Slade
Finance Director

Town of Truro

BY:





TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Licensing Department

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: June 9, 2015

ITEM: Approval of Entertainment License for Truro Concert Committee and Use of Town Property at Snow's Park

EXPLANATION: MGL Chapter 140 § 181 provides local authority to license performance events. Truro Concert Committee has applied for an Entertainment License for their 2015 Season and use of Snow's Park.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Performances will not take place at Snows Park

SUGGESTED ACTION: *MOTION TO approve an Entertainment License for Truro Concert Committee and Use of Snow's Park Thursdays July –August 6:30-7:30pm and authorize the Chair to sign application.*

ATTACHMENTS:

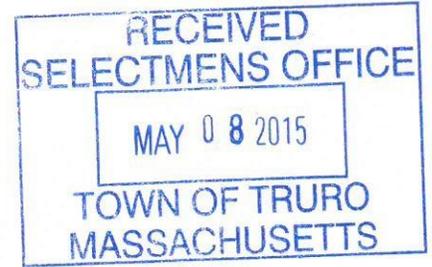
1. Entertainment Application and Use of Town Property



TOWN OF TRURO

Licensing Department
PO Box 2030, Truro, MA 02666

PH: 508-349-7004, Ext. 10 or 24 Fax: 508-349-5505
Email: ntudor@truro-ma.gov or nscoullar@truro-ma.gov



Application for an Entertainment License

Weekday Saturday Sunday

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

BUSINESS/ORGANIZATION INFORMATION

Patricia A. Wheeler Truro Concert Committee
Name of Applicant Business/Organization Name

P.O. Box 289 TRURO, MA 02666
Mailing Address of Business/Organization

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

Patricia A Wheeler P.O. Box 289 TRURO, MA 02666
Individual's Name Mailing Address

(508) 487-4408 Personal Information Redacted
Phone Number Email Address

EVENT INFORMATION

Thursdays July-August concert
Day (s)/Date (s) of Event for License to be issued Purpose of Event (example: fundraiser)

Hours of Event (from - to) from 6:30 pm to 7:30 pm last 2 concerts from

6:00pm to 7:00pm Snow Park Event is: Indoor Outdoor Event
Location (Must provide facility name, if any, street number and name) (Please check applicable box)

TOWN OF TRURO _____
Property Owner Name and Address Phone number

Seating Capacity: _____ Occupancy Number: _____

N/A Approximate number of people attending 200-500
Name of Caterer (if applicable) Variable

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 (Type) 4-8 per event

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.

Patricia A Wheeler
Signature

5/08/15
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

License No _____

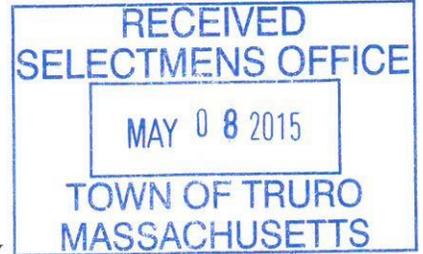
Board of Selectmen _____ Meeting Date _____

Police Department Kyle Takajian Date 5/20/15

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

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: TAURO Concert Committee Email **Personal Information Redacted**
Group Affiliation (If Any): TOWN of TRURO
Mailing Address: PO Box 289 City: TRURO State: MA Zip: 02666
Phone: **Personal Information Redacted** Cell Phone: N/A

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.):

outdoor concerts, musicians, amplified, no food
of people vary 200 - 500

Town Property to be Used: Snow Park Truro Center

Date(s) and Hours of Use: Thursdays 6:30 - 7:30 (last 2 concerts) Day: July 2 - Aug 27th

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.

this event is sponsored by the Truro Concert Committee
insured by the town and exempt from fee
Patricia A. Wheeler May 8, 2015
Signature of Applicant Date

Action by the Board of Selectmen:

Date: _____

_____ Approved as submitted

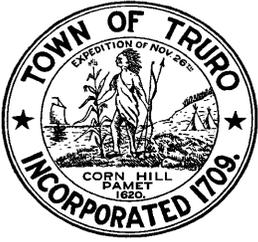
_____ Approved with the following condition(s): _____

_____ Disapproved with the following reason(s): _____

Signatures of the Board: _____

APPLICANT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS & INSPECTIONS

Health/Conservation Agent Signature: <hr/> Comments/Conditions: Permits/Inspections needed:	Building Commissioner Signature: <hr/> Comments/Conditions: Permits/Inspections needed:
Police Department Signature: <i>Kyle Takaljian</i> <hr/> Comments/Conditions:	Fire Department Signature: <hr/> Comments/Conditions:
DPW Signature: <i>[Signature]</i> <hr/> Comments/Conditions:	Harbormaster Signature: <hr/> Comments/Conditions:
Recreation & Beach Director: <hr/> Comments/Conditions:	OTHER: <hr/> Comments/Conditions:



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Licensing Department

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: June 9, 2015

ITEM: Approval of Entertainment License for Payomet Performing Arts

EXPLANATION: MGL Chapter 140 § 181 provides local authority to license performance events. Payomet Performing Arts has applied for an Entertainment License for their 2015 Season.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Performances will not take place at Payomet

SUGGESTED ACTION: *MOTION TO approve an Entertainment License for Payomet Performing Arts Charitable Trust for the 2015 Season and Authorize the Chair to sign application.*

ATTACHMENTS:

1. Application and supporting documents

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 (Type) _____

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 _____

5/15/15
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

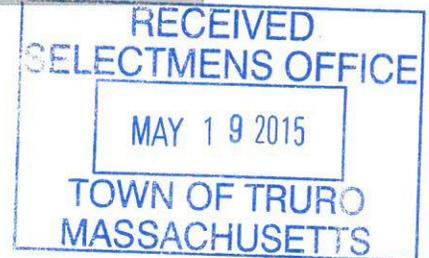
License No _____

Board of Selectmen _____ Meeting Date _____

Police Department Kyle Takaljian Date 6/4/15

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

Chief spoke to Mr. Rice regarding traffic details / flow etc. Will be coordinated as needed throughout the summer.



May 15, 2015.

Dear Truro Licensing.

Please find the listing of 9 Sunday date for entertainment at Payomet Performing Arts Center.

Performer	Day	Date
Los Lobos	Sunday	6/21/2015
Hot Tuna	Sunday	7/12/2015
Dave Mason	Sunday	7/19/2015
Aztec 2-Step	Sunday	8/2/2015
Rickie Lee Jones	Sunday	8/9/2015
Nathan & the Zydeco ChaCha's	Sunday	8/16/2015
Catherine Russell	Sunday	8/23/2015
Rosie Ledet	Sunday	9/6/2015
David Bromberg	Sunday	9/27/15

Thank you!

Kevin Rice
Managing Artistic Director



May 18, 2015

Dear Truro Licensing,

Please find the listing of performances at Payomet PAC.

Performance	Date
Stooges Brass Band	Saturday, 6/20/2015
Los Lobos	Sunday, 6/21/2015
Shawn Colvin & Marc Cohn	Saturday, 6/27/2015
Las Cafeteras	Tuesday, 6/30/2015
CJ Chenier	Thursday, 7/2/15
The Duhks	Wednesday, 7/8/2015
Marcia Ball	Saturday, 7/11/2015
Hot Tuna	Sunday, 7/12/2015
Melanie	Tuesday, 7/14/2015
Dave Mason	Sunday, 7/19/2015
Jefferson Starship	Thursday, 7/23/2015
Judy Collins	Monday, 7/27/2015
Buckwheat Zydeco	Tuesday, 7/28/2015
Sebastian Junger	Wednesday, 7/29/2015
Tom Rush	Thursday, 7/30/2015
Southside Johnny	Saturday, 8/1/2015
Aztec 2-Step	Sunday, 8/2/2015
Delbert McClinton	Tuesday, 8/4/2015
Mavis Staples	Thursday, 8/6/2015
Rickie Lee Jones	Sunday, 8/9/2015
Arlo Guthrie	Wednesday, 8/12/2015
Nathan & the Zydeco ChaCha's	Sunday, 8/16/2015
John Pizzarelli	Saturday, 8/22/2015
Catherine Russell	Sunday, 8/23/2015
Lisa Fischer	Saturday, 9/5/2015
Rosie Ledet	Sunday, 9/6/2015
David Bromberg	Sunday, 9/27/15



A handwritten signature in black ink, appearing to be "Alain".

P.O. Box 1202, Truro, MA 02666
Box Office 508-349-2929 Email info@payomet.org Web www.payomet.org

Payomet is a 501(c)(3) non-profit organization

THE COMMONWEALTH OF MASSACHUSETTS

Town OF Truro



State Fee, \$ _____
Municipal Fee, \$ _____

LICENSE

For PUBLIC ENTERTAINMENT ON SUNDAY

The Name of the Establishment is Payomet Performing Arts Center in or on the property at No. 29 Old Dewline Rd, (Highland Center) (address)

The Licensee or Authorized representative, Kevin Rice 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
6/21	8:00 PM	Los Lobos Concert 8/9 Rickie Lee Jones 8:00 PM 9/27 David Bromberg Concert
7/12	8:00 PM	HoFTuna Concert 8/16 Norhan + the Zydeco Cha Cha 8:00 PM
7/19	8:00 PM	Dave Mason Concert 8/23 Catherine Russell 8:00 PM
8/2	8:00 PM	Aztec 2-Step Concert 9/6 Rosie Ledet 8:00 PM

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

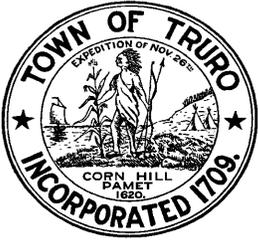
Fees per occurrence (Individual Sunday(s)): Regular Hours (Sunday 1:00pm – Midnight): \$2.00 Special Hours (Sunday 12:00 am- Midnight): \$5.00. Annual Fee (For Operating on every Sunday in calendar year): Regular Hours (Sunday 1:00pm – Midnight): \$50.00 Special Hours (Sunday 12:00 am- Midnight): \$100.00

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



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Licensing Department

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: June 9, 2015

ITEM: Approval of entertainment licenses for Truro Vineyards

EXPLANATION: MGL Chapter 140 § 181 provides local authority to license entertainment events. Truro Vineyards has applied for five entertainment licenses; (1)6/20, (2) Every Wednesday from June 24-Aug 26, (3) 7/23 & 7/30, (4) 8/14, (5) 9/20.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Truro Vineyards will not be allowed to have entertainment at these functions.

SUGGESTED ACTION: *MOTION TO approve five entertainment licenses to Truro Vineyards over 15 dates with a fee of \$25.00 per date and authorize the Chair to sign applications.*

ATTACHMENTS:

1. Application for Kick-Off party-6/20/2015
2. Application for Wed Evening Wine Series (WAAM) –Every Wednesday from June 24-August 26 (10 dates)
3. Application for Outdoor Movie Nights-7/23 and 7/30
4. Application for Concert (Mandolin Orange)-8/14
5. Application for Truro Treasures-9/20

Kick-Off



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

Official Use Only
Permit No. _____

RECEIVED
SELECTMENS OFFICE
MAY 21 2015
TOWN OF TRURO
MASSACHUSETTS

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

Nicole Gelinas Truro Vineyards of Cape Cod
Name of Applicant Business/Organization Name

PO Box 834 North Truro, MA 02652
Mailing Address of Business/Organization

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

Nicole Gelinas **Personal Information Redacted**
Contact Person Phone Number Email

INDIVIDUAL APPLICANT INFORMATION

Individual's Name Mailing Address
Phone Number Email Address

EVENT INFORMATION

Sat June 20 Kick-Off Party
Day (s)/Date (s) of Event for License to be issued Purpose of Event (example: fundraiser)

Hours of Event (from - to) 2pm - 6pm

Truro Vineyards 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: _____ Occupancy Number: _____

Name of Caterer (if applicable) Approximate number of people attending 200

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

Will there be Police Traffic Control? Yes No

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

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 _____

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.

[Handwritten Signature]

5-20-15
Date

Signature

- o A valid entertainment license must be on the premises before the entertainment is commenced.
- o 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.
- o Sunday entertainment must be specifically requested and addressed in the permitting process.
- o 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.
- o A copy of the required Fire Safety Inspection Certificate of the facility must be provided, if applicable.
- o The Local Licensing Authority may impose restrictions and/or conditions.

Office Use Only

APPROVAL

Permit No. _____

Board of Selectmen _____ Meeting Date _____

Police Department *Kyle Takaljian* Date *5/28/15*

Restrictions/Conditions attached to the license by the Board of Selectmen or its Delegate: *Police Details to be arranged*

WAAAM



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

Official Use Only
Permit No. _____

RECEIVED
SELECTMENS OFFICE
MAY 21 2015
TOWN OF TRURO
MASSACHUSETTS

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

Nicole Gelinis Name of Applicant Truro Vineyards of Cape Cod Business/Organization Name

PO Box 834 North Truro, MA 02652 Mailing Address of Business/Organization

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

Nicole Gelinis Contact Person **Personal Information Redacted** Phone Number Email

INDIVIDUAL APPLICANT INFORMATION

Individual's Name _____ Mailing Address _____

Phone Number _____ Email Address _____

EVENT INFORMATION

(Every Wednesday)
Wed - June 24 - Aug 26 (x10) Day(s)/Date(s) of Event for License to be issued Wednesday Wine Series - WAAAM Purpose of Event (example: fundraiser)

Hours of Event (from - to) 6pm - 8pm

Truro Vineyards Pavilion Location (Must provide facility name, if any, street number and name) Event is: Indoor Outdoor Event (Please check applicable box)

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

Seating Capacity: 70 Occupancy Number: _____

Blackfish (Food Truck) Name of Caterer (if applicable) Approximate number of people attending 70

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

Will there be Police Traffic Control? Yes No

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

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 _____

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 _____

Date 5/20/15

- o A valid entertainment license must be on the premises before the entertainment is commenced.
- o 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.
- o Sunday entertainment must be specifically requested and addressed in the permitting process.
- o 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.
- o A copy of the required Fire Safety Inspection Certificate of the facility must be provided, if applicable.
- o The Local Licensing Authority may impose restrictions and/or conditions.

Office Use Only

APPROVAL

Permit No. _____

Board of Selectmen _____

Meeting Date _____

Police Department Kyle Takaljian

Date 5/28/15

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

Movie Nights



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

Official Use Only

Permit No. _____

RECEIVED
SELECTMENS OFFICE

MAY 21 2015

TOWN OF TRURO
MASSACHUSETTS

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

Nicole Gelinas
Name of Applicant

Truro Vineyards of Cape Cod
Business/Organization Name

PO Box 834 North Truro, MA 02652
Mailing Address of Business/Organization

Is this a Non-profit or For-profit Entity (Check the appropriate box)

Yes

No

If yes, proof of 501c3 **must** accompany this application

Nicole Gelinas
Contact Person

Personal Information Redacted

Phone Number

Email

INDIVIDUAL APPLICANT INFORMATION

Individual's Name

Mailing Address

Phone Number

Email Address

EVENT INFORMATION

Thurs July 23 & July 30
Day (s)/Date (s) of Event for License to be issued

Outdoor Movie
Purpose of Event (example: fundraiser)

Hours of Event (from - to) 6pm - 10pm

Truro Vineyards
Location (Must provide facility name, if any, street number and name)

Event is: Indoor Outdoor Event
(Please check applicable box)

Kristen Roberts
Property Owner Name and Address

Personal Information Redacted

Phone number

Seating Capacity: 100

Occupancy Number: _____

Name of Caterer (if applicable)

Approximate number of people attending 100

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

Will there be Police Traffic Control? Yes No

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

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 _____

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.

[Handwritten Signature]

5-20-15

Signature

Date

- o A valid entertainment license must be on the premises before the entertainment is commenced.
- o 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.
- o Sunday entertainment must be specifically requested and addressed in the permitting process.
- o 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.
- o A copy of the required Fire Safety Inspection Certificate of the facility must be provided, if applicable.
- o The Local Licensing Authority may impose restrictions and/or conditions.

Office Use Only

APPROVAL

Permit No. _____

Board of Selectmen _____

Meeting Date _____

Police Department *Kyle Takakjian*

Date *5/28/15*

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

Mandolin Orange

Agenda Item: 6D4



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

Official Use Only
Permit No. _____

RECEIVED
SELECTMENS OFFICE
MAY 21 2015
TOWN OF TRURO
MASSACHUSETTS

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

Nicole Gelinas Name of Applicant Truro Vineyards of Cape Cod Business/Organization Name

PO Box 834 North Truro, MA 02652 Mailing Address of Business/Organization

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

Nicole Gelinas Contact Person Personal Information Redacted Phone Number Email

INDIVIDUAL APPLICANT INFORMATION

Individual's Name _____ Mailing Address _____

Phone Number _____ Email Address _____

EVENT INFORMATION

Friday Aug 14 Day (s)/Date (s) of Event for License to be issued Small Concert Purpose of Event (example: fundraiser)

Hours of Event (from - to) 6pm - 9pm

Truro Vineyards Pavilion Location (Must provide facility name, if any, street number and name) Event is: Indoor Outdoor Event (Please check applicable box)

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

Seating Capacity: 70 Occupancy Number: 1

Name of Caterer (if applicable) _____ Approximate number of people attending 70

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 _____

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.

[Handwritten Signature]

5-20-15

Signature

Date

- o A valid entertainment license must be on the premises before the entertainment is commenced.
- o 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.
- o Sunday entertainment must be specifically requested and addressed in the permitting process.
- o 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.
- o A copy of the required Fire Safety Inspection Certificate of the facility must be provided, if applicable.
- o The Local Licensing Authority may impose restrictions and/or conditions.

Office Use Only

APPROVAL

Permit No. _____

Board of Selectmen _____ Meeting Date _____

Police Department *Kyle Takaljian* Date *5/28/15*

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

Truro Treasures



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

Official Use Only
Permit No. _____

RECEIVED
SELECTMENS OFFICE
MAY 21 2015
TOWN OF TRURO
MASSACHUSETTS

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

Nicole Gelinas Truro Vineyards of Cape Cod
Name of Applicant Business/Organization Name

PO Box 834 North Truro, MA 02652
Mailing Address of Business/Organization

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

Nicole Gelinas
Contact Person Personal Information Redacted Phone Number Email

INDIVIDUAL APPLICANT INFORMATION

Individual's Name Mailing Address

Phone Number Email Address

EVENT INFORMATION

Sun Sept 20 Truro Treasures
Day (s)/Date (s) of Event for License to be issued Purpose of Event (example: fundraiser)

Hours of Event (from - to) 2pm - 6pm

Truro Vineyards Event is: Indoor Outdoor Event
Location (Must provide facility name, if any, street number and name) (Please check applicable box)

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

Seating Capacity: / Occupancy Number: /

Name of Caterer (if applicable) Approximate number of people attending 800

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

Will there be Police Traffic Control? Yes No

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

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 _____

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.

[Handwritten Signature]

5-20-15

Signature

Date

- o A valid entertainment license must be on the premises before the entertainment is commenced.
- o 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.
- o Sunday entertainment must be specifically requested and addressed in the permitting process.
- o 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.
- o A copy of the required Fire Safety Inspection Certificate of the facility must be provided, if applicable.
- o The Local Licensing Authority may impose restrictions and/or conditions.

Office Use Only

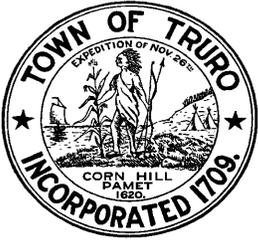
APPROVAL

Permit No. _____

Board of Selectmen _____ Meeting Date _____

Police Department *Kyle Takaljian* Date *5/28/15*

Restrictions/Conditions attached to the license by the Board of Selectmen or its Delegate: *Police traffic details / Plan to be arranged*



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Licensing Department

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: June 9, 2015

ITEM: Applications from Truro Center for the Arts at Castle Hill One Day Entertainment and One Day Alcohol Licenses

EXPLANATION: Truro Center for the Arts at Castle Hill has applied for a One Day Entertainment and One Day Alcohol licenses for the following dates: 6/27 6-10pm All Alcohol Edgewood farm; 7/19 6-10pm All Alcohol Pamet Harbor Yacht Club; 8/1 2-6pm Castle Hill Art Center Wine and Beer; 8/8 5-10pm All Alcohol Castle Hill Art Center; 8/29 5-11pm Edgewood Farm All Alcohol; Entertainment: 8/8 at Castle Hill; 6/27 and 8/29 Edgewood farm 6-11pm

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Truro Center for the Arts at Castle Hill will not be allowed to have entertainment and alcohol at these functions.

SUGGESTED ACTION: *MOTION TO approve five one day alcohol licenses and 3 one day entertainment licenses for Truro Center for the Arts at Castle Hill at the Non-Profit Rate and authorize the Chair to sign applications.*

ATTACHMENTS:

1. Application for 6/27 6-10pm All Alcohol Edgewood farm
2. Application for 7/19 6-10pm All Alcohol Pamet Harbor Yacht Club
3. Application for 8/1 2-6pm Castle Hill Art Center Wine and Beer
4. Application for 8/8 5-10pm All Alcohol Castle Hill Art Center
5. Application for 8/29 5-11pm Edgewood Farm All Alcohol
6. Application for Entertainment: 8/8 at Castle Hill; 6/27 and 8/29 Edgewood farm 6-11pm
7. Server Training



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Licensing Department

PH: 508-349-7004, Ext. 10 or 24 Fax: 508-349-5505
 Email: ntudor@truro-ma.gov or nscoullar@truro-ma.gov

Application for a One Day Pouring License

MGL Chapter 138, Section 14 Special Licenses

The Local Licensing Authorities of TRURO pursuant to the provisions of Chapter 138 § 14 issuance of a **special one-day pouring license** as described herein.

BUSINESS/ORGANIZATION INFORMATION

Cherie Mittenhal, Truro Center for The Arts @ Castle Hill
 Name of Applicant Business/Organization Name

P.O. Box 756, Truro, MA 02666
 Mailing Address of Business/Organization

Non-profit or For-profit Entity Yes No
 If yes, proof of Non-Profit Status **must** accompany this application

Cherie Mittenhal 508-349-7511 cherie@castlehill.org
 Contact Person Phone Number Email

INDIVIDUAL APPLICANT INFORMATION

Same
 Individual's Name Mailing Address

Phone Number Email Address

EVENT INFORMATION

June 27th Fundraising / open house
 Date of Event for License to be issued Purpose of Event (example: fundraiser, etc.)

Hours of Alcoholic Beverages sales, service and/or Consumption (from - to) 6-10

Edgewood Farm, 3 Edgewood Way
 Event Location (Must provide facility name, if any, street number and name)

Malcolm Meldahl Personal Information Redacted
 Property Owner Name and Address Phone number

Ancora Catering 75-100
 Name of Caterer (if applicable) Approximate number of people attending

Is the event open to the general public Yes No

Will there be Entertainment Yes No If Yes, Type of Entertainment Live Music
Will there be Police Detail Yes No

Purchase & Service

License is for the Sale of:

- All Alcohol Beverages (\$50.00)
- Wines Only (\$25.00)
- Wines & Malt beverages Only (\$25.00)
- Malt Beverages Only (\$25.00)

What is the source of the alcohol for the event (where is it being purchased?) Lukes Liquors

Who will be serving the Alcohol? Brian Taylor, Neil Donovan

TIPS CERTIFIED REQUIRED-SUBMIT COPY OF CERTIFICATION WITH APPLICATION
Massachusetts Alcohol Beverage Control Commission (ABCC) has a 3-page list of "authorized sources" for the purchase of Alcohol used in conjunction with a temporary pouring license. The list includes alcohol wholesalers, farm brewers, manufacturers and direct shippers only. At this time, package stores and liquor stores are not considered "authorized sources" for use with a temporary pouring license.

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 Alcohol Control Laws of the State of Massachusetts and policies and regulations of the Town of Truro.

[Signature]
Signature

4/27/15
Date

- Licenses are issued to persons who are at least 21 years of age.
- All Massachusetts Municipalities are required to send copies of temporary pouring licenses issued by the town to the ABCC in Boston.
- Liquor Liability Insurance Certificate may be required and must list the Town of Truro as the "certificate holder" in the lower left corner of the certificate form.
- 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

Board of Selectmen _____ Meeting Date _____

Police Department Kyle Takatjian Date 5/28/15

Restrictions/Conditions attached to the license by the Board of Selectmen or its Delegate: Details for police coverage to be arranged



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Licensing Department

PH: 508-349-7004, Ext. 10 or 24 Fax: 508-349-5505
Email: ntudor@truro-ma.gov or nscoullar@truro-ma.gov

Application for a One Day Pouring License

MGL Chapter 138, Section 14 Special Licenses

The Local Licensing Authorities of TRURO pursuant to the provisions of Chapter 138 § 14 issuance of a **special one-day pouring license** as described herein.

BUSINESS/ORGANIZATION INFORMATION

Cherie Mittenfel Castle Hill
Name of Applicant Business/Organization Name

P.O. Box 756 Truro MA 02666
Mailing Address of Business/Organization

Non-profit or For-profit Entity Yes No
If yes, proof of Non-Profit Status **must** accompany this application

Cherie 508-349-7511 cherie@castlehill.org
Contact Person Phone Number Email

INDIVIDUAL APPLICANT INFORMATION

Same
Individual's Name Mailing Address

Phone Number Email Address

EVENT INFORMATION

July 19th Fundraising
Date of Event for License to be issued Purpose of Event (example: fundraiser, etc.)

Hours of Alcoholic Beverages sales, service and/or Consumption (from - to) 6-10

Pamet Yacht Club
Event Location (Must provide facility name, if any, street number and name)

Property Owner Name and Address Phone number

Cosmos Catering 50
Name of Caterer (if applicable) Approximate number of people attending

Is the event open to the general public Yes No



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Licensing Department

PH: 508-349-7004, Ext. 10 or 24 Fax: 508-349-5505

Email: ntudor@truro-ma.gov or nscoullar@truro-ma.gov

Application for a One Day Pouring License

MGL Chapter 138, Section 14 Special Licenses

The Local Licensing Authorities of TRURO pursuant to the provisions of Chapter 138 § 14 issuance of a **special one-day pouring license** as described herein.

BUSINESS/ORGANIZATION INFORMATION

Cherie Mitternal Castle Hill
Name of Applicant Business/Organization Name

P.O. Box 756 Truro MA 02666
Mailing Address of Business/Organization

Non-profit or For-profit Entity Yes No
If yes, proof of Non-Profit Status **must** accompany this application

Cherie 508-349-7511 cherie@Castlehill.org
Contact Person Phone Number Email

INDIVIDUAL APPLICANT INFORMATION

Same
Individual's Name Mailing Address

Phone Number Email Address

EVENT INFORMATION

Aug 1st Community event
Date of Event for License to be issued Purpose of Event (example: fundraiser, etc.)

Hours of Alcoholic Beverages sales, service and/or Consumption (from - to) 2-6

Castle Hill, 10 Meetinghouse Road
Event Location (Must provide facility name, if any, street number and name)

ll 508-349-7511
Property Owner Name and Address Phone number

NA 25-50 (?)
Name of Caterer (if applicable) Approximate number of people attending

Is the event open to the general public Yes No

Will there be Entertainment ___ Yes No If Yes, Type of Entertainment _____
Will there be Police Detail ___ Yes No

Purchase & Service

License is for the Sale of:

- All Alcohol Beverages (\$50.00)
- Wines & Malt beverages Only (\$25.00)
- Wines Only (\$25.00)
- Malt Beverages Only (\$25.00)

What is the source of the alcohol for the event (where is it being purchased?) LWKO3

Who will be serving the Alcohol? Brian Taylor

*TIPS CERTIFIED REQUIRED-SUBMIT COPY OF CERTIFICATION WITH APPLICATION
Massachusetts Alcohol Beverage Control Commission (ABCC) has a 3-page list of "authorized sources" for the purchase of Alcohol used in conjunction with a temporary pouring license. The list includes alcohol wholesalers, farm brewers, manufacturers and direct shippers only. At this time, package stores and liquor stores are not considered "authorized sources" for use with a temporary pouring license.*

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 Alcohol Control Laws of the State of Massachusetts and policies and regulations of the Town of Truro.

Signature [Handwritten Signature] Date 4/27/15

- Licenses are issued to persons who are at least 21 years of age.
- All Massachusetts Municipalities are required to send copies of temporary pouring licenses issued by the town to the ABCC in Boston.
- Liquor Liability Insurance Certificate may be required and must list the Town of Truro as the "certificate holder" in the lower left corner of the certificate form.
- 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

Board of Selectmen _____ Meeting Date _____

Police Department Kyle Takatjian Date 5/28/15

Restrictions/Conditions attached to the license by the Board of Selectmen or its Delegate: Police Detail not needed due to small size of the event



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Licensing Department

PH: 508-349-7004, Ext. 10 or 24 Fax: 508-349-5505
Email: ntudor@truro-ma.gov or nscoullar@truro-ma.gov

Application for a One Day Pouring License

MGL Chapter 138, Section 14 Special Licenses

The Local Licensing Authorities of TRURO pursuant to the provisions of Chapter 138 § 14 issuance of a **special one-day pouring license** as described herein.

BUSINESS/ORGANIZATION INFORMATION

Cherie Mitterthal Truro Center for the Arts
Name of Applicant Business/Organization Name

P.O. Box 756, Truro, MA 02666
Mailing Address of Business/Organization

Non-profit or For-profit Entity Yes No
If yes, proof of Non-Profit Status **must** accompany this application

Cherie Mitterthal, 508-349-7511 cherie@castlehill.org
Contact Person Phone Number Email

INDIVIDUAL APPLICANT INFORMATION

same
Individual's Name Mailing Address

Phone Number Email Address

EVENT INFORMATION

Aug. 8th Fundraising Auction
Date of Event for License to be issued Purpose of Event (example: fundraiser, etc.)

Hours of Alcoholic Beverages sales, service and/or Consumption (from - to) 5-10

Castle Hill 10 Meetinghouse Road, Truro
Event Location (Must provide facility name, if any, street number and name)

Cherie Mitterthal (director) 508-349-7511
Property Owner Name and Address Phone number

100
Name of Caterer (if applicable) Approximate number of people attending

Is the event open to the general public Yes No

Will there be Entertainment Yes ___ No If Yes, Type of Entertainment Band
Will there be Police Detail Yes ___ No

Purchase & Service

License is for the Sale of:

- All Alcohol Beverages (\$50.00)
- Wines Only (\$25.00)
- Wines & Malt beverages Only (\$25.00)
- Malt Beverages Only (\$25.00)

What is the source of the alcohol for the event (where is it being purchased?) Lukes

Who will be serving the Alcohol? Brian Taylor, Neil Donovan, Damon Katz

NPS CERTIFIED REQUIRED-SUBMIT COPY OF CERTIFICATION WITH APPLICATION

Massachusetts Alcohol Beverage Control Commission (ABCC) has a 3-page list of "authorized sources" for the purchase of Alcohol used in conjunction with a temporary pouring license. The list includes alcohol wholesalers, farm brewers, manufacturers and direct shippers only. At this time, package stores and liquor stores are not considered "authorized sources" for use with a temporary pouring license.

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 Alcohol Control Laws of the State of Massachusetts and policies and regulations of the Town of Truro.

[Signature] 4/27/15
Signature Date

- Licenses are issued to persons who are at least 21 years of age.
- All Massachusetts Municipalities are required to send copies of temporary pouring licenses issued by the town to the ABCC in Boston.
- Liquor Liability Insurance Certificate may be required and must list the Town of Truro as the "certificate holder" in the lower left corner of the certificate form.
- 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

Board of Selectmen _____ Meeting Date _____

Police Department Kyle Takaljian Date 5/28/15

Restrictions/Conditions attached to the license by the Board of Selectmen or its Delegate: _____
Details for police coverage to be arranged



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Licensing Department

PH: 508-349-7004, Ext. 10 or 24 Fax: 508-349-5505
 Email: ntudor@truro-ma.gov or nscoullar@truro-ma.gov

Application for a One Day Pouring License

MGL Chapter 138, Section 14 Special Licenses

The Local Licensing Authorities of TRURO pursuant to the provisions of Chapter 138 § 14 issuance of a **special one-day pouring license** as described herein.

BUSINESS/ORGANIZATION INFORMATION

Cherie Mittenhal Castle Hill
 Name of Applicant Business/Organization Name

P.O. Box 756, Truro, MA 02666
 Mailing Address of Business/Organization

Non-profit or For-profit Entity Yes No
 If yes, proof of Non-Profit Status **must** accompany this application

Cherie Mittenhal 508-349-7511 cherie@castlehill.org
 Contact Person Phone Number Email

INDIVIDUAL APPLICANT INFORMATION

- same -
 Individual's Name Mailing Address

Phone Number Email Address

EVENT INFORMATION

Aug 29th Fundraising Gala
 Date of Event for License to be issued Purpose of Event (example: fundraiser, etc.)

Hours of Alcoholic Beverages sales, service and/or Consumption (from - to) 5 - 11

Edgewood Farm, 3 Edgewood Way
 Event Location (Must provide facility name, if any, street number and name)

Malcolm Meldahl
 Property Owner Name and Address Phone number

(Still working on this) Cosmos 150 -
 Name of Caterer (if applicable) Approximate number of people attending

Is the event open to the general public Yes No

Will there be Entertainment Yes No If Yes, Type of Entertainment Music
Will there be Police Detail Yes No

Purchase & Service

License is for the Sale of:

- All Alcohol Beverages (\$50.00)
- Wines Only (\$25.00)
- Wines & Malt beverages Only (\$25.00)
- Malt Beverages Only (\$25.00)

What is the source of the alcohol for the event (where is it being purchased?) through Caterer

Who will be serving the Alcohol? (Caterers)

*TIPS CERTIFIED REQUIRED-SUBMIT COPY OF CERTIFICATION WITH APPLICATION
Massachusetts Alcohol Beverage Control Commission (ABCC) has a 3-page list of "authorized sources" for the purchase of Alcohol used in conjunction with a temporary pouring license. The list includes alcohol wholesalers, farm brewers, manufacturers and direct shippers only. At this time, package stores and liquor stores are not considered "authorized sources" for use with a temporary pouring license.*

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 Alcohol Control Laws of the State of Massachusetts and policies and regulations of the Town of Truro.

[Signature] 4/27/15
Signature Date

- Licenses are issued to persons who are at least 21 years of age.
- All Massachusetts Municipalities are required to send copies of temporary pouring licenses issued by the town to the ABCC in Boston.
- Liquor Liability Insurance Certificate may be required and must list the Town of Truro as the "certificate holder" in the lower left corner of the certificate form.
- 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

Board of Selectmen _____ Meeting Date _____

Police Department Kyle Takakjian Date 5/28/15

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

Details for police coverage to be arranged



TOWN OF TRURO

Licensing Department

PO Box 2030, Truro, MA 02666

PH: 508-349-7004, Ext. 10 or 24 Fax: 508-349-5505

Email: ntudor@truro-ma.gov or nscoullar@truro-ma.gov

Application for an Entertainment License

Weekday Saturday Sunday

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

BUSINESS/ORGANIZATION INFORMATION

Cherie Mittenthal

Truro Center for the Arts

Name of Applicant

Business/Organization Name

PO BOX 756 Truro, MA 02666

Mailing Address of Business/Organization

Is this a Non-profit or For-profit Entity (Check the appropriate box)

Yes

No

If yes, proof of 501c3 **must** accompany this application

Cherie Mittenthal

508-349-7511

cherie@castlehill.org

Contact Person

Phone Number

Email

INDIVIDUAL APPLICANT INFORMATION

Cherie Mittenthal

same

Individual's Name

Mailing Address

same

cherie@castlehill.org

Phone Number

Email Address

EVENT INFORMATION

Three events : 6/27, 8/8, 8/29/2015

Fundraisers

Day (s)/Date (s) of Event for License to be issued

Purpose of Event (example: fundraiser)

Hours of Event (from - to) 6pm - 11 pm

6/27 & 8/29 At Edgewood Farm, 8/8 at TCA

Event is: Indoor Outdoor Event

Location (Must provide facility name, if any, street number and name)

(Please check applicable box)

Truro Center for the Arts

508-349-7511

Property Owner Name and Address

Phone number

Seating Capacity: 100-150

Occupancy Number: 150

Cosmos Catering

Approximate number of people attending 100

Name of Caterer (if applicable)

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 (Type) 4-6

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.

[Handwritten Signature]
Signature

4/27/15
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

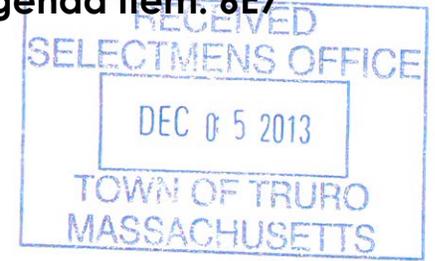
APPROVAL

License No _____

Board of Selectmen _____ Meeting Date _____

Police Department Kyle Takaljian Date 5/28/15

Restrictions/Conditions attached to the license by the Board of Selectmen or its Delegate: Police Details to be arranged



Certificate of Completion

This is to certify that

Brian Taylor

has completed

Learn2Serve On-Premises Alcohol Seller/Server

Completion Date 12/05/2013

Course Duration 3.00

Amy S. Shepard



360training





CERTIFICATE OF COMPLETION

This is to Certify that

Damon Katz

has met all training requirements and successfully completed the following course and/or exam.

SureSell Responsible Alcohol Service Training

August 06, 2013

Diversys Learning, Inc.
1101 Arrow Point Drive, Suite 302
Cedar Park, TX 78613

SureSellNow.com

Authorized Signature



CERTIFICATE OF COMPLETION

This is to Certify that

Neal Donovan

has met all training requirements and successfully completed the following course and/or exam.

SureSell Responsible Alcohol Service Training

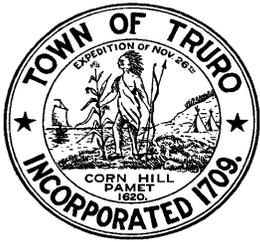
August 06, 2013

Diversity Learning, Inc.
1101 Arrow Point Drive, Suite 302
Cedar Park, TX 78613

SureSellNow.com

A handwritten signature in dark ink, appearing to read "Neal Donovan", written over a horizontal line.

Authorized Signature



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Licensing Department

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: June 9, 2015

ITEM: Approval of Entertainment Licenses

EXPLANATION: MGL Chapter 140 § 181 provides local authority to license entertainment events. Friends of the Truro Meeting House has applied for One Day Entertainment licenses for the following dates: 6/20 5-7pm; 7/5 6-7:30pm; 7/18 7:30-9:30pm; 7/26 5-7pm; 8/13 5-7:30pm; 8/28 7-9pm.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Friends of the Truro Meeting House will not be allowed to have entertainment at their functions.

SUGGESTED ACTION: *MOTION TO approve six one day entertainment licenses for Friends of the Truro Meeting House at the Non-Profit Rate and authorize the Chair to sign applications.*

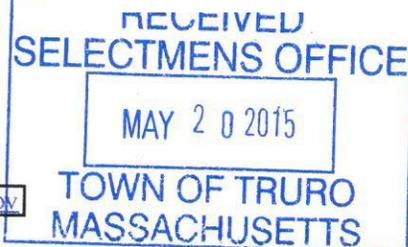
ATTACHMENTS:

1. Entertainment Applications for 6/20, 7/5, 7/18, 7/26, 8/13, and 8/28



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

Agenda Item: 6F1



Application for an Entertainment License

Weekday Saturday Sunday

\$ PAID
#502

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

BUSINESS/ORGANIZATION INFORMATION

FRIENDS OF THE TRURO MEETING HOUSE
 Name of Applicant Business/Organization Name

BOX 149 TRURO
 Mailing Address of Business/Organization

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

Ann Keenan
 Contact Person

Personal Information Redacted

Personal Information Redacted

INDIVIDUAL APPLICANT INFORMATION

Individual's Name Mailing Address

Phone Number Email Address

EVENT INFORMATION

Saturday, June 20, 2015 Fundraiser
 Day (s)/Date (s) of Event for License to be issued Purpose of Event (example: fundraiser)

Hours of Event (from - to) 5 - 7 p.m.

Truro Meeting House
First Parish Lane Event is: Indoor Outdoor Event
 Location (Must provide facility name, if any, street number and name) (Please check applicable box)

FIRST CONGREGATIONAL PARISH
 Property Owner Name and Address Phone number

Seating Capacity: 100 Occupancy Number: 100

Name of Caterer (if applicable) Approximate number of people attending 75

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 (Type) 3 Chamber Music: Violin, viola, cello
Amplified System: Yes No (Atlantic Ensemble)

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.

Ann L. Keenan

Signature

May 19, 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

License No _____

Board of Selectmen _____ Meeting Date _____

Police Department Kyle Takaljian Date 5/28/15

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



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

RECEIVED
 SELECTMENS OFFICE
 MAY 20 2015
 TOWN OF TRURO
 MASSACHUSETTS

Application for an Entertainment License

Weekday Saturday Sunday

\$ PAID
 #562

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

FRIENDS OF THE TRURO MEETING HOUSE
 Name of Applicant Business/Organization Name

BOX 149 TRURO
 Mailing Address of Business/Organization

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

Ann Keenan
 Contact Person

Personal Information Redacted

Personal Information Redacted

INDIVIDUAL APPLICANT INFORMATION

Individual's Name Mailing Address

Phone Number Email Address

EVENT INFORMATION

Sunday, July 5, 2015
 Day (s)/Date (s) of Event for License to be issued

Fundraiser
 Purpose of Event (example: fundraiser)

Hours of Event (from - to) 6 - 7:30 p.m.

Truro Meeting House
First Parish Lane
 Location (Must provide facility name, if any, street number and name)

Event is: Indoor Outdoor Event
 (Please check applicable box)

FIRST CONGREGATIONAL PARISH
 Property Owner Name and Address Phone number

Seating Capacity: 100 Occupancy Number: 100

Name of Caterer (if applicable) Approximate number of people attending 60

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 (Type) 1 Soprano and 1 pianist
Amplified System: Yes No (Blair Resika and Dick Miller)

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.

Ann L. Keenan
Signature

May 19, 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

License No _____

Board of Selectmen _____ Meeting Date _____

Police Department Kyle Takakjian Date 5/28/15

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



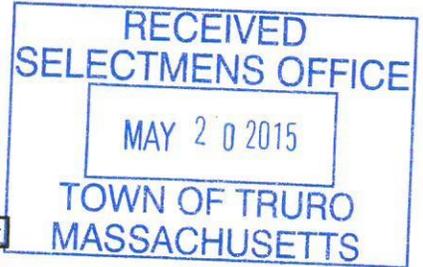
TOWN OF TRURO

Licensing Department

PO Box 2030, Truro, MA 02666

PH: 508-349-7004, Ext. 10 or 24 Fax: 508-349-5505

Email: ntudor@truro-ma.gov or nscoullar@truro-ma.gov



Application for an Entertainment License

Weekday Saturday Sunday

\$ PAID
#502

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

BUSINESS/ORGANIZATION INFORMATION

FRIENDS OF THE TRURO MEETING HOUSE
Name of Applicant Business/Organization Name

Box 149 TRURO
Mailing Address of Business/Organization

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

Ann Keenan
Contact Person

Personal Information Redacted **Personal Information Redacted**

INDIVIDUAL APPLICANT INFORMATION

Individual's Name Mailing Address

Phone Number Email Address

EVENT INFORMATION

Saturday, July 18, 2015
Day (s)/Date(s) of Event for License to be issued

Literary Enrichment
Purpose of Event (example: fundraiser)

Hours of Event (from - to) 7:30 - 9:30

Truro Meeting House
First Parish Lane
Location (Must provide facility name, if any, street number and name)

Event is: Indoor Outdoor Event
(Please check applicable box)

FIRST CONGREGATIONAL PARISH
Property Owner Name and Address

Phone number

Seating Capacity: 100

Occupancy Number: 100

Name of Caterer (if applicable)

Approximate number of people attending 100

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

Will there be Police Traffic Control? Yes No

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

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 (Type) _____

Amplified System: Yes No

Shows: Theater Movies Floor Show Light Show
 No Show *Peter + John*

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.

Ann L. Keenan
Signature

May 20, 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

License No _____

Board of Selectmen _____ Meeting Date _____

Police Department *Kyle Takaljian* Date *5/28/15*

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



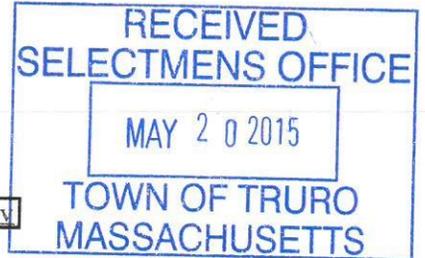
TOWN OF TRURO

Licensing Department

PO Box 2030, Truro, MA 02666

PH: 508-349-7004, Ext. 10 or 24 Fax: 508-349-5505

Email: ntudor@truro-ma.gov or nscoullar@truro-ma.gov



Application for an Entertainment License

Weekday Saturday Sunday

\$ PAID
#562

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

BUSINESS/ORGANIZATION INFORMATION

FRIENDS OF THE TRURO MEETING HOUSE
Name of Applicant Business/Organization Name

Box 149 TRURO
Mailing Address of Business/Organization

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

Ann Keenan
Contact Person Personal Information Redacted Personal Information Redacted

INDIVIDUAL APPLICANT INFORMATION

Individual's Name Mailing Address

Phone Number Email Address

EVENT INFORMATION

Sunday, July 26, 2015
Day (s)/Date (s) of Event for License to be issued Fundraiser
Purpose of Event (example: fundraiser)

Hours of Event (from - to) 5-7 p.m.

Truro Meeting House
First Parish Lane
Location (Must provide facility name, if any, street number and name) Event is: Indoor Outdoor Event
(Please check applicable box)

FIRST CONGREGATIONAL PARISH
Property Owner Name and Address Phone number

Seating Capacity: 100 Occupancy Number: 100

Name of Caterer (if applicable) Approximate number of people attending 70

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 (Type) Chamber Singers of Outer Cape Chorale
Amplified System: Yes No about 20

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.

Ann L. Keenan
Signature

May 19, 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

License No _____

Board of Selectmen _____ Meeting Date _____

Police Department Kyle Takaljian Date 5/28/15

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

Will an admission fee be collected? Yes No

Will there be a One Day Alcohol License Yes No

Will there be Police Traffic Control? Yes No

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

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 (Type) Swing Band (Sentimental Journey)

Amplified System: Yes No Various horns - 12

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.

Ann L. Keenan May 19, 2015

Signature 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

License No _____

Board of Selectmen _____ Meeting Date _____

Police Department Kyle Takoljian Date 5/28/15

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

Will an admission fee be collected? Yes No

Will there be a One Day Alcohol License Yes No

Will there be Police Traffic Control? Yes No

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

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 (Type) Steve Sollog & New Beach Band

Amplified System: Yes No Reeds and piano - 5

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.

Ann L. Keenan _____ May 19, 2015 _____

Signature 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

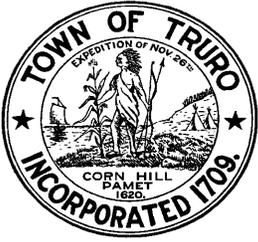
APPROVAL

License No _____

Board of Selectmen _____ Meeting Date _____

Police Department Kyle Takakjian Date 5/28/15

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



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administrative Office

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: June 9, 2015

ITEM: Reappointment of Catherine Staff on the COA, John Thomas as Constable, and Fran Johnson on Beach Commission

EXPLANATION: Terms are expiring and both people wish to continue.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Applicants will not be able to participate on Board/Committee

SUGGESTED ACTION: *MOTION TO approve Catherine Staff as a Full Member of the COA Board for a 3 year term expiring June 30, 2018, and John Thomas as Constable for a three year term expiring June 30, 2018, and Fran Johnson as a Full Member of the Beach Commission for a 3 year term expiring June 30, 2018.*

ATTACHMENTS:

1. Application to Serve/John Thomas
2. Application to Serve/Catherine Staff-Letter of recommendation from Bonnie Sollog-COA
3. Application to Serve/Fran Johnson



APR 02 2015

TOWN OF TRURO

TOWN OF TRURO
MASSACHUSETTS

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: John J Thomas HOME TELEPH Personal Information Redacted

ADDRESS: 5 Alden Way TRURO, MA 02666 WORK PHONE _____

MAILING ADDRESS: P.O. Box 176 TRURO, MA 02666 E-MAIL: _____

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

Constable

SPECIAL QUALIFICATIONS OR INTEREST: _____

36 Years experience as a Police Officer

Approximately 15 years as Constable

COMMENTS: I serve as a constable for no compensation as a service to my community.

SIGNATURE: *John J Thomas* DATE: March 26., 2015

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

SIGNATURE: _____ DATE: _____

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



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: Catherine Staff HOME TELEPHONE: Personal Information Redacted

ADDRESS: 24 Windigo Ln. N. TRURO 02652 WORK PHONE: Personal Information Redacted

MAILING ADDRESS: PO Box 588 E-MAIL: Personal Information Redacted

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

Council on Aging.

SPECIAL QUALIFICATIONS OR INTEREST: _____

COMMENTS: continue on board

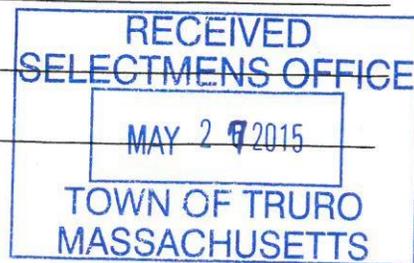
term expires 5/30/15

SIGNATURE: Catherine Staff DATE: 5/27/15

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

SIGNATURE: _____ DATE: _____

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



From: Personal Information Redacted
To: Scoullar, Noelle <nscoullar@truro-ma.gov>
Date: 05/28/2015 07:37 PM
Subject: Re: Reappointment of Catherine Staff

Board of Selectman

I enthusiastically endorse the reappointment of Catherine Staff to the Council on Aging Board.

Thank you

Bonnie J. Sollog

From: "Noelle Scoullar" <nscoullar@truro-ma.gov>
To: Personal Information Redacted
Cc: ntudor@truro-ma.gov
Sent: Thursday, May 28, 2015 3:40:57 PM
Subject: Reappointment of Catherine Staff

Bonnie,

Please take a minute to comment on the reappointment of Catherine Staff for the Board of Selectmen appointment.

Thank you!
Noelle

From: thetownoftruro@gmail.com
To: nscoullar@truro-ma.gov
Sent: Thu, 28 May 2015 14:25:55 -0500
Subject: Message from Mail Room KM_C364e



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: FRAN JOHNSON HOME TELEPHONE: Personal Information Redacted

ADDRESS: 14 Mosesway WORK PHONE: _____

MAILING ADDRESS: PO Box 405 E-MAIL: Personal Information Redacted

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

SPECIAL QUALIFICATIONS OR INTEREST:

reappointment (Beach Commission)

COMMENTS:

SIGNATURE: _____

Fran Johnson

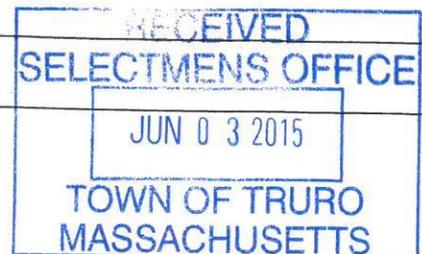
DATE: 6/3/15

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

SIGNATURE: _____

DATE: _____

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





TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Truro Police Department

REQUESTOR: Chief Kyle Takakjian

REQUESTED MEETING DATE: Next available June date

ITEM: Appointment of (continuation) permanent full-time National Park Rangers as Special Police Officers for the Town of Truro

EXPLANATION: Customary appointments to support our regional efforts with the law enforcement branch of the National Park Service. These appointments allow the full time Park Rangers to assist us with Law Enforcement cases / incidents as needed.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Degrading our regionalization and mutual aid efforts and capacity

SUGGESTED ACTION: *Motion to approve the appointments of the permanent full-time National Park Rangers as Special Police Officers for the Town of Truro.*

ATTACHMENTS:

1. List of appointees



June 1, 2015

Truro Board of Selectmen
24 Town Hall Road
Truro Massachusetts, 02666

Dear Members of the Board,

In the interest of continuing to support and provide additional resources for the Town of Truro, and foster continuing cooperation with the Law Enforcement Division of the National Park Service, I respectfully request that you authorize the continued appointment of the following full time National Park Rangers as Special Police Officers for the Town of Truro. Said term to be July 1, 2015 to June 30, 2018.

Leslie Reynolds

Craig Thatcher

Christopher Hartsgrove

Christopher M. Anderson

W. Russell Hughes

Anne Petersen

Ryan Petersen

Timothy Morrison

Steven B. Glaser

Eric J. Trudeau

Very Respectfully,

Kyle Takakjian
Chief of Police



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Licensing Department

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: June 9, 2015

ITEM: Application to approve a change in hours for alcohol sales on Sunday (10AM) for Jams Inc.

EXPLANATION: The ABCC has amended M.G.L. c. 138, §15, Off-Premises Retail Sunday Opening Time Allowed, to 10:00AM. Jams Inc. is applying to change their Sunday hours beginning time to sell alcohol from 12:00PM to 10:00AM.

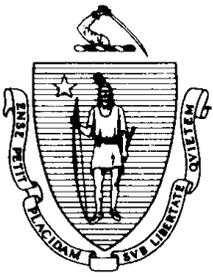
FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Alcohol will continue to be sold on Sundays starting at 12:00 noon.

SUGGESTED ACTION: *MOTION TO approve Jams Inc. at 14 Truro Center Road to sell alcohol on Sundays starting at 10:00AM.*

ATTACHMENTS:

1. Form 43
2. Memo to Chief Takakjian
3. Retail Alcoholic Beverages License Application
4. Jams Inc, Company Vote
5. Change of Hours Checklist
6. ABCC Advisory regarding change of hours
7. Current Retail Package Goods Store Wine and Beer License



The Commonwealth of Massachusetts
 Alcoholic Beverages Control Commission
 239 Causeway Street
 Boston, MA 02114
www.mass.gov/abcc

For Reconsideration

Agenda Item: 6H1

**FORM 43
 MUST BE SIGNED BY LOCAL LICENSING AUTHORITY**

129200011

ABCC License Number

Truro

City/Town

June 9, 2015

Local Approval Date

TRANSACTION TYPE (Please check all relevant transactions):

- | | | | |
|---|--|---|---|
| <input type="checkbox"/> New License | <input type="checkbox"/> New Officer/Director | <input type="checkbox"/> Pledge of License | <input type="checkbox"/> Change Corporate Name |
| <input type="checkbox"/> Transfer of License | <input type="checkbox"/> Change of Location | <input type="checkbox"/> Pledge of Stock | <input type="checkbox"/> Seasonal to Annual |
| <input type="checkbox"/> Change of Manager | <input type="checkbox"/> Alteration of Licensed Premises | <input type="checkbox"/> Transfer of Stock | <input type="checkbox"/> Change of License Type |
| <input type="checkbox"/> Cordials/Liqueurs Permit | <input type="checkbox"/> Issuance of Stock | <input type="checkbox"/> New Stockholder | <input checked="" type="checkbox"/> Other Change of Hours |
| <input type="checkbox"/> 6-Day to 7-Day License | <input type="checkbox"/> Management/Operating Agreement | <input type="checkbox"/> Wine & Malt to All Alcohol | |

Name of Licensee Jams, Inc EIN of Licensee Personal Information Redacted

D/B/A Jams Manager Ave D. Rosenthal

ADDRESS 14 Truro Center Rd CITY/TOWN Truro STAT MA ZIP CODE 02666

Seasonal

Annual or Seasonal

Category: (All Alcohol-Wine & Malt Wine, Malt & Cordials)

Type: (Restaurant, Club, Package Store, General On Premises, Etc.)

Complete Description of Licensed Premises:

Two Story Building. 1st floor sales room and storage. 2nd floor apartment. Entrances & Exits located on the side and back of building.

Application Filed: June 1, 2015 Date & Time
 Advertised: N/A Date & Attach Publication
 A butters Notified: Yes No

Licensee Contact Person for Transaction Nicole Tudor Phone: (508) 349-7004 Ext. 10

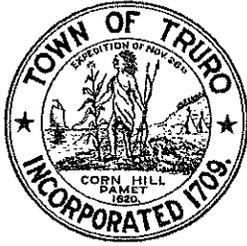
ADDRESS 24 Town Hall Road CITY/TOWN Truro STAT MA ZIP CODE 02666

Remarks: Jams Inc.-Board of Directors has approved the change of Sunday hours. Jams Inc. is now applying for approval to extend their Sunday hrs.

The Local Licensing Authorities By:

Alcoholic Beverages Control Commission
 Ralph Sacramone
 Executive Director

ABCC Remarks:



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Licensing Department

Tel: 508-349-7004 , Extension: 10 or 24 Fax: 508-349-5505

Email: ntudor@truro-ma.gov or nscoullar@truro-ma.gov

To: Chief Kyle Takakjian, Truro Police Department
From: Nicole Tudor, Executive Assistant
Date: June 2, 2015
Re: Jams Inc, dba Jams, 14 Truro Center Road, Truro
 Ave Rosenthal, Owner & Manager requests an Extension of Sunday Hours
 per *MGL C. 138 § 15 Off- Premise Retail License Sunday Opening Time Allowed
 at 10:00AM*

Ave D. Rosenthal, of Jams Inc., dba Jams, submitted a Retail Alcoholic Beverages License Application Monetary Transmittal Form, and her Vote of the Corporate Board per the ABCC requirement. Current Owner & Manager on record Ave D. Rosenthal, of Jams Inc., 14 Truro Center Road, Truro MA 02666 is requesting to open Sunday at 10:00AM , two (2) hours earlier than her current license allows. Her current license is a seasonal wine and beer retail license.

I have included the accompanying ABCC application as submitted by the applicant that will be provided to the Alcoholic Beverages Control Commission upon approval of the Board of Selectmen at a duly held meeting on June 9, 2015. I have also included the ABCC Advisory, *MGL Ch. 138, §15 Off-Premises Retail Licenses Sunday Opening Time Allowed At 10:00AM {Effective October 23, 2014}*. This request requires no legal notice or abutters notification per Town Counsel.

Please kindly review for purposes of approval with the Local Licensing Authority (BOS) this request for an extension of hours to 10:00AM on Sundays for this seasonal wine and beer retail package store license to ensure that the safety and well-being of the public will be protected.

Please provide any questions/comments or concerns below:

No additional comments

POLICE DEPARTMENT REVIEW:

Date: 6/2/15

Signature: Kyle Takakjian
 Kyle Takakjian, Police Chief

RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION
MONETARY TRANSMITTAL FORM

APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE
LOCAL LICENSING AUTHORITY.

REVENUE CODE: RETA

CHECK PAYABLE TO ABCC OR COMMONWEALTH OF MA:

NO FEE

A.B.C.C. LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY):

129200011

LICENSEE NAME:

JAMS INC

ADDRESS:

14 TRURO CENTER ROAD

CITY/TOWN:

TRURO

STATE MA

ZIP CODE

02666

TRANSACTION TYPE (Please check all relevant transactions):

- Change of Hours
 Change of DBA
 Charity Wine License

THE LOCAL LICENSING AUTHORITY MUST MAIL THIS TRANSMITTAL
FORM ALONG WITH THE CHECK, COMPLETED APPLICATION, AND
SUPPORTING DOCUMENTS TO:

ALCOHOLIC BEVERAGES CONTROL COMMISSION
P. O. BOX 3396
BOSTON, MA 02241-3396

JAMS, INC.

SPECIAL MEETING OF THE BOARD OF DIRECTORS AND STOCKHOLDERS

GENERAL VOTE

A special meeting of the Board of Directors and Stockholders of JAMS, INC. was held on **Friday, May 1, 2015** at 9:00 a.m. at its offices at 14 Truro Center Road, Truro, Massachusetts 02666.

All the Directors and Stockholders waived notice of the time, place and purpose of said meeting.

Present and attending throughout was Ave D. Rosenthal being the sole director, stockholder and officer of the Corporation.

AVE D. Rosenthal presided:

Discussion was held concerning the Corporation's Application to the Commonwealth of Massachusetts Alcoholic Beverages Control Commission for a CHANGE OF HOURS under the Corporate name as Licensee to be located at 14 Truro Center Road, Truro, Massachusetts 02666.

Upon motion duly made and seconded, it was unanimously:

VOTED: That the Corporation submit an Application to the Commonwealth of Massachusetts Alcoholic Beverages Control Commission for a CHANGE OF HOURS under the Corporate name as Licensee to be located at 14 Truro Center Road, Truro, Massachusetts 02666 and that Ave D. Rosenthal as President and Treasurer is authorized to execute and deliver said Application and to further execute and deliver any and all documents so required and ancillary to said Application

There being no further business before the meeting, it was, upon motion duly made and seconded, unanimously:

VOTED: To adjourn.

A true copy attest:

Dated: May 1, 2015


Ave D. Rosenthal, Clerk

Change of Hours Checklist

This application will be returned if the following documentation is not submitted:

- Vote of Corporate Board or LLC

Note: No fee is required for this transaction as formal ABCC approval is not necessary



Steven Grossman
Treasurer and Receiver General

The Commonwealth of Massachusetts
Department of the State Treasurer
Alcoholic Beverages Control Commission
239 Causeway Street
Boston, MA 02114

Agenda Item: 6H6

Kim S. Gainsboro
Chairman

THE ALCOHOLIC BEVERAGES CONTROL COMMISSION (“ABCC”) ADVISORY
M.G.L. c. 138, §15 OFF-PREMISES RETAIL LICENSEES SUNDAY OPENING TIME
ALLOWED AT 10:00 A.M.

Effective October 23, 2014¹, off-premises retail alcoholic beverages licensees (M.G.L. c. 138, §15) will be permitted to sell alcoholic beverages beginning at 10:00 a.m. on Sundays. Although under the law, these licensees are entitled as a matter of right to open at 10:00 a.m. and as such do not need the approval of the Local Licensing Authorities, licensees must notify the Local Licensing Authorities about the change of hours.

The simplest way for licensees to effectuate this change is to follow the process outlined in the CHANGE OF HOURS Application which may be found on our website at <http://www.mass.gov/abcc/pdf/forms/nofetransmittal.pdf>. Licensees should use this form to notify the Local Licensing Authority of the change in hours and attach a corporate vote authorizing the change. Upon receipt of this request, the Local Licensing Authority must approve it. The Local Licensing Authority should forward an approved “Form 43” with the additional Sunday hours of sale to the ABCC for each licensee affected.

As mentioned above, this law does not go into effect until October 23, 2014. All licensees should ensure that sales of alcoholic beverages take place only on the days and hours approved by the Local Licensing Authority. Licensees who fail to notify the Local Licensing Authority about the change to their hours are prohibited from making sales at an earlier time than those permitted on the face of their license.

As always, all licensees must ensure that they are in compliance with the Laws of the Commonwealth of Massachusetts, and that sales of alcoholic beverages take place only as authorized by applicable law. Individuals with questions concerning this advisory may contact Ralph Sacramone, Executive Director, at 617-727-3040 x 731.

(Issued: September 8, 2014)

¹ The Massachusetts Legislature amended M.G.L. c 136, §6(52) which allow off-premises M.G.L. c. 138, §15 or so called “package store” license holders to sell alcoholic beverages, beginning at 10 A.M. on Sundays.

LICENSE ALCOHOLIC BEVERAGES

THE LICENSING BOARD OF
The TOWN of TRURO

MASSACHUSETTS

HEREBY GRANTS A

RETAIL PACKAGE GOODS STORE

License to Expose, Keep for Sale, and to Sell

Wines and Malt Beverages

Not To Be Drunk On the Premises

To JAMS, Inc.
Ave Rosenthal, Manager

on the following described premises
Two-story building, 1st floor sales room & storage, 2nd floor apartment
entrances/exits located on the side and back of building.

Located at 14 Truro Center Road.

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires January 15th 2016 unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this 24th day of March 2015

The Hours during which Alcoholic Beverages may be sold are

From Monday -Saturday
8:00am-10:00pm
Sunday 12:00pm-11:00pm
ABCC Lic. # 129200011



LICENSING BOARD

THIS LICENSE SHALL BE DISPLAYED ON THE PREMISES IN A CONSPICUOUS POSITION WHERE IT CAN EASILY BE READ