



## **Truro Board of Selectmen Meeting**

**Tuesday, August 9, 2016**

**Regular Board of Selectmen Meeting - 5:00pm**

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

### **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 NONE**

### **3. BOARD/COMMITTEE/COMMISSION APPOINTMENTS NONE**

### **4. TABLED ITEMS**

- A. Discussion of potential scholarship endowment; review, approval and execution of donation agreement – MOVE FOR ACTION  
Presenter: Paul Wisotzky, Chairman Board of Selectmen
- B. Consent Item – Curb Cut Permit – 92 Castle Road – MOVE FOR ACTION  
Presenter: Rae Ann Palmer, Town Manager
- C. Event Notification Form and Letter for American Lung Association Annual Autumn Escape Bicycle Trek- 9/25

### **5. BOARD OF SELECTMEN ACTION**

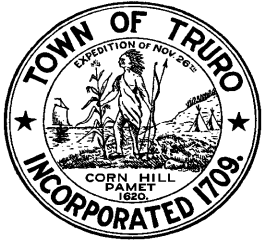
- A. Review and Approve Municipal Calendar for 2017 ATM and Fiscal Year 2018 Budget Preparations  
Presenter: Rae Ann Palmer, Town Manager
- B. Presentation from Woods Hole Group on East Harbor  
Presenter: Bob Hamilton, President of Woods Hole Group
- C. Board of Selectmen Sponsored End of Season Dance at Corn Hill Beach  
Presenter: Jan Worthington, Vice-Chair
- D. Review and Approve Renewal of Aquaculture Grant License–Pazolt 654 Shore Rd  
Presenter: Tony Jackett, Harbor Master/Shellfish Constable and Dana Pazolt

### **6. CONSENT AGENDA**

- A. Review/Approve and Authorize Signature:
  - 1. Letter In Support of Innovative/Alternative Septic System Technology Pilot Funding in the Economic Development Bill
- B. Approval of Common Victualer License for Babe's Bakery Inc, 69 Shore Road
- C. Review and Approve Regular Board of Selectmen Minutes – July 26, 2016

### **7. SELECTMEN AND LIAISON AND TOWN MANAGER REPORTS**

### **8. NEXT MEETING AGENDA: Tuesday, September 13**



# TOWN OF TRURO

## Board of Selectmen Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Rae Ann Palmer, Town Manager

**REQUESTED MEETING DATE:** August 9, 2016

**ITEM:** Tabled Discussion and Approval of an Agreement for a Scholarship Endowment

**EXPLANATION:** This item is a request to approve the acceptance of a scholarship endowment being offered by a former resident. As previously described, the donor will establish a scholarship fund, sufficient to support two annual scholarships, to be awarded to eligible students who are Truro residents, in the amount of \$10,000 each annually. All monies in this scholarship fund shall be held in a fund by a financial management firm and the Town shall have no authority, responsibility or liability for fund management or maintenance. The Town shall be responsible for establishing procedures for selecting recipients of said scholarships, subject to the eligibility criteria set in the agreement.

Working with Michele Randazzo of KP Law, we have a final working draft of the agreement, however, the donor's representatives have requested that the Board approve moving forward before the agreement is forwarded to the donor for finalizing. Should the Board approve acceptance of the scholarship endowment, it will be placed on a future agenda for signature.

The Board also requested that an outline of a proposed process to manage the solicitation of applicants and selection of recipients be developed. Chairman Wisotzky has proposed the following process:

- **BOS creates Scholarship Advisory Committee** – The Board of Selectmen would have to develop a charge for this Committee. The job of the Committee would be to initially develop an application, materials and process for individuals to apply for the scholarship. In the first year, the Committee would develop the materials for approval by the BOS. Applicants should be required to submit transcripts, recommendations and a letter from the applicant as to why they should receive the scholarship and how they meet the criteria. Transcripts and recommendations can be funneled through the School Guidance offices.
- **Application Review and Recipient Selection** - Once the process is set and materials developed, annually the Committee would receive applications, review them and then make a recommendation to the BOS for two final candidates. Initially the application and instructions would need to be distributed to schools that Truro College bound students go to - Nauset, CC Tech. For those in private school, the information/application can be on the website. This would also apply for those in college pursuing a graduate education.

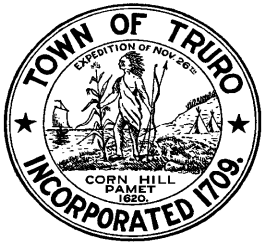
- **Membership on the Scholarship Committee** – the group can consist of designated members from certain committees that are chosen by the Committee itself and then at-large members appointed by the BOS. There would be staggered terms so that the Committee refreshes itself. Something like:
  - Two Members of the BOS
  - Two Members selected by the Truro School Committee
  - One Member selected by the Recreation Department
  - Two at-large Members appointed by the BOS
  
- **Staffing** – Committee staffing can be provided by the Town Manager’s Office with the recommendation that a request be made to the donor to fund administrative support (copying, packet preparation, correspondence).

**IMPACT IF NOT APPROVED:** The fund will not be created.

**SUGGESTED ACTION:** *Motion to accept the Scholarship Endowment and to authorize the Chair, Town Manager and Town Counsel to finalize the agreement for signature.*

**ATTACHMENTS:**

1. None



# TOWN OF TRURO

## Board of Selectmen Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Rae Ann Palmer, Town Manager

**REQUESTED MEETING DATE:** August 9, 2016

**ITEM:** Approval of Curb Cut Permit

**EXPLANATION:** Salvatore Fiumara has applied for a curb cut permit for 92 Castle Road. DPW Director Norton has signed off on the preliminary approval, and Police Chief Takakjian has signed his approval as well. The Board of Selectmen are next in line to approve.

This item was tabled at your July 26, 2016 meeting due to confusion about the location of the curb cut. Attached are two drawings that illustrate the requested curb cut. The lot is part of a three lot subdivision and the curb cut is on a different lot through a deeded easement. The first drawing illustrates the request, the second drawing illustrates the three lots and the recorded easement. The curb cut will be in the original deeded location, the driveway will be moved.

Staff has reviewed the correct drawings and recommends approval.

**IMPACT IF NOT APPROVED:** The owner will not have access to the property from Castle Road.

**SUGGESTED ACTION:** *MOTION TO approve a curb cut on Castle Road for the property at 92 Castle Road and to authorize the Chair to sign.*

**ATTACHMENTS:**

1. Curb cut permit application
2. Proposed Curb Cut

### 3. Subdivision Plan

**EXHIBIT 1**

TOWN OF TRURO  
APPLICATION FOR A CURB CUT PERMIT

**Note:** This permit application must be accompanied by a plan. If this permit is being applied for by someone other than the Owner of the property, the owner's signature must appear at the bottom of the application.

Date: 6/23/16

To the Board of Selectmen  
24 Town Hall Road  
P. O. Box 2030  
Truro, MA 02666

Re: **APPLICATION FOR A CURB CUT**

Dear Board Members:

The applicant(s) hereby make application for a curb cut as follows:

Name(s): SALVATORE FIUMARA

Address: 91 CASTLE ROAD Truro

Curb Cut Street Location: 92 CASTLE ROAD Truro

Affected Town or State road: CASTLE ROAD

Truro Assessor's Map Number: 46 Parcel Number: 46-363.0

Name of contractor: NOT Applicable

Reason/explanation: determination from the Town legal easement and curb cut for use of easement 96 CASTLE ROAD

I/we hereby agree to the terms and conditions as outlined in this policy and attached Exhibits:

Applicant's Signature: Salvatore Fiumara

Owner's Signature (if different): Salvatore Fiumara Date: 6/23/16

Owner's Address (if different): 91 CASTLE RD Truro

**Director, Department of Public Works Preliminary Approval:**

Approved  Disapproved  Not Applicable

*James N. [Signature]*  
Director, Department of Public Works

7/13/16  
Date

**Chief of Police Approval:**

Approved  Disapproved  Not applicable

*Kyle Takalajian*  
Chief of Police

7/15/16  
Date

**Board of Selectmen Approval:**

Approved  Disapproved

\_\_\_\_\_  
Chairman, Board of Selectmen

\_\_\_\_\_  
Date

**Planning Board Approval (if required):**

Approved  Disapproved  Not Applicable

\_\_\_\_\_  
Chairman, Planning Board

\_\_\_\_\_  
Date

**Building Commissioner Approval:**

Approved  Disapproved

Building Permit Number \_\_\_\_\_

\_\_\_\_\_  
Building Commissioner

\_\_\_\_\_  
Date

**Mass Highway Referral (if required):**

Date Forwarded \_\_\_\_\_

\_\_\_\_\_  
Signature

**Director, Department of Public Works Declaration of Compliance:**

I have inspected the property located at \_\_\_\_\_ and found the work requested on the Application for a Curb Cut dated \_\_\_\_\_ to be in compliance with the Board of Selectmen Policy #28 - Curb Cut Policy.

\_\_\_\_\_  
Director, Department of Public Works

\_\_\_\_\_  
Date

**Building Commissioner Final Approval:**

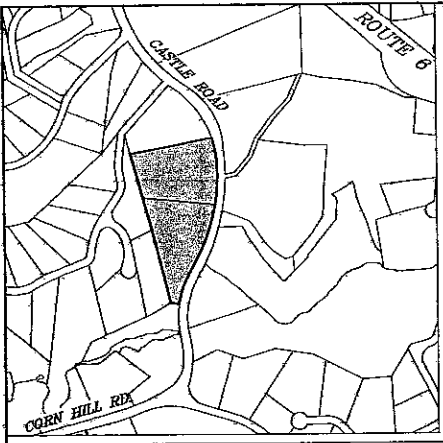
Approved  Disapproved

Certificate of Occupancy \_\_\_\_\_

\_\_\_\_\_  
Building Commissioner

\_\_\_\_\_  
Date

NOTE:  
THIS PLAN IS COMPILED  
FROM THE TRURO ASSESSORS'  
ATLAS AN IS SUBJECT TO SURVEY.



LOCUS IS SHOWN AS PARCELS 362 & 363 ON  
SHEET 46 OF THE TRURO ASSESSORS' ATLAS.

46-362  
LOT 2

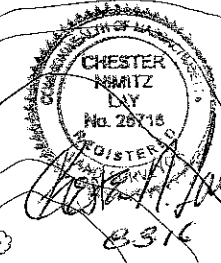
PLAN BK. 500,  
PG. 26

PAVED APRON  
WITH NEGATIVE  
GRADE OFF  
TOWN ROAD

EXISTING  
CATCH  
BASIN

EASEMENT  
20 FT. WIDE

PROPOSED  
DRIVEWAY



SKETCH OF LAND  
IN  
TRURO

SHOWING A PROPOSED CURB CUT ON PARCELS 362 & 363,  
AS SHOWN ON SHEET 40 OF THE TRURO ASSESSORS' ATLAS.

SCALE: 1"=40' AUGUST 3, 2016  
SLADE ASSOCIATES, INC., REGISTERED LAND SURVEYORS  
10 PINE POINT ROAD, WELLFLEET, MA 02667

508-349-3110

PLAN #2016-87

GRAPHIC SCALE



( IN FEET )  
1 inch = 40 ft.

46-363  
LOT 3

PLAN BK. 500,  
PG. 26

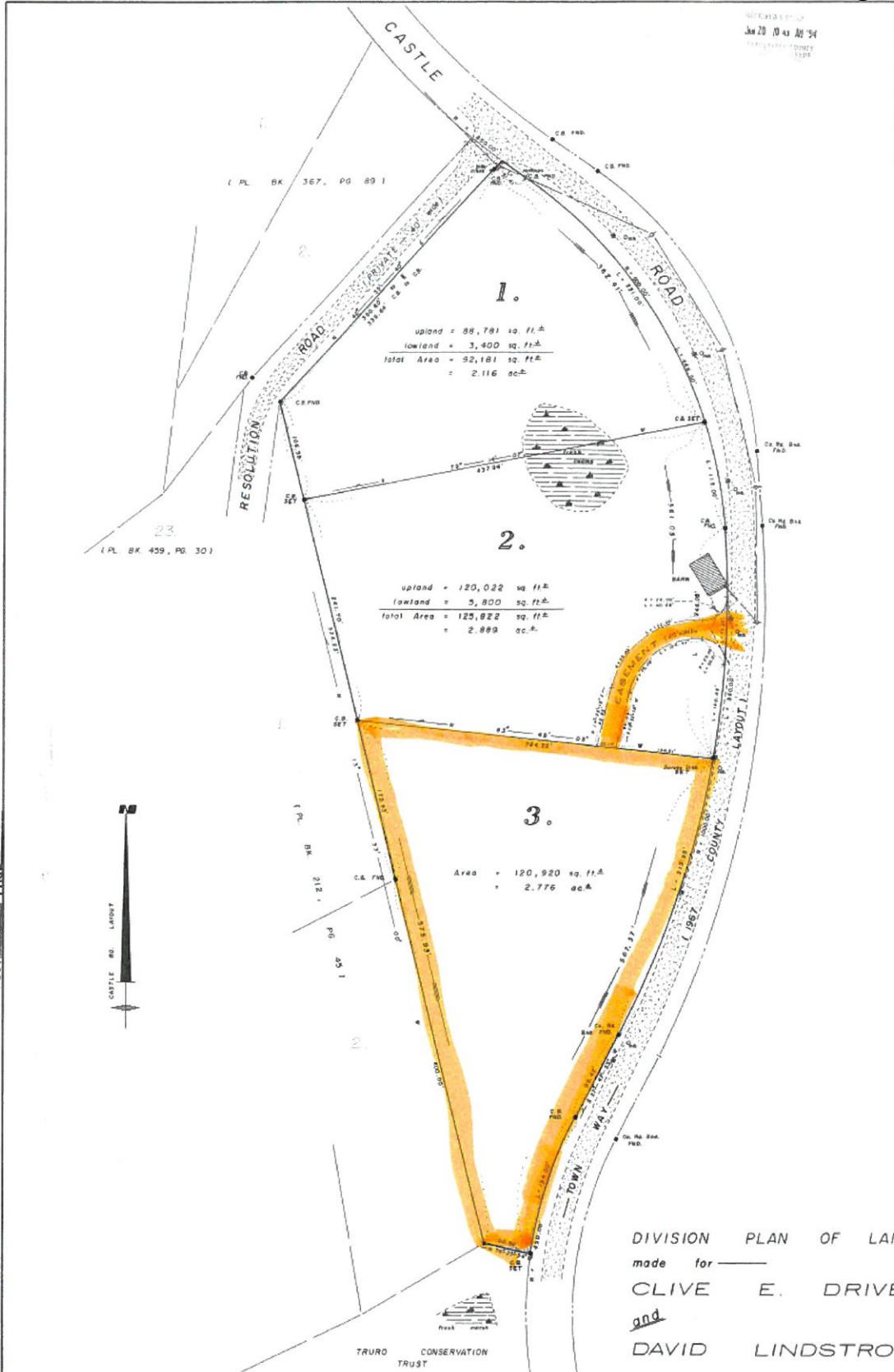
46-17

CASTLE ROAD



RECEIVED  
JUN 20 10 43 AM '92  
REGISTRY OF DEEDS  
1224

FOR REGISTRY USE



BOOK 500 PAGE 26

APPROVAL NOT REQUIRED UNDER THE SUBDIVISION CONTROL LAW:

*[Signature]*

*[Signature]*

*[Signature]*

*[Signature]*

*[Signature]*

*[Signature]*

DATE: 5/19/92

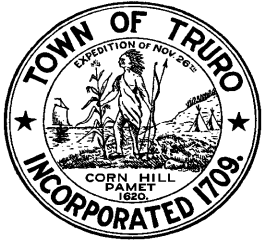
DIVISION PLAN OF LAND IN TRURO  
made for  
CLIVE E. DRIVER  
and  
DAVID LINDSTROM

SCALE: 1 IN = 50 FT. JUNE, 1992  
SLADE ASSOCIATES, INC. REG. LAND SURVEYORS  
RTE. 6 & PINE PT RD., WELFLEET, MA. 02667

GRAPHIC SCALE: IN FEET



I HEREBY CERTIFY THAT I HAVE CONFORMED WITH THE RULES AND REGULATIONS OF THE REGISTRY OF DEEDS IN PREPARING THIS PLAN.  
*[Signature]*  
REGISTERED LAND SURVEYOR DATE: July 9, 1992



Agenda Item: 5A

# TOWN OF TRURO

## Board of Selectmen Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Rae Ann Palmer, Town Manager

**REQUESTED MEETING DATE:** August 9, 2016

**ITEM:** Review and approve the Board of Selectmen Municipal Calendar for Annual Town Meeting 2017 and Fiscal Year 2018 Budget Preparation

**EXPLANATION:** Attached for your review and approval is the Municipal Calendar for Annual Town Meeting 2017 and Fiscal Year 2018 Budget Preparation. The draft schedule for the Annual Town Meeting and Budget Preparation has been adjusted to reflect the process as implemented. The schedule has been reviewed by the Moderator and Finance Committee Chair.

**SUGGESTED ACTION:** *Motion to approve the Municipal Calendar for Annual Town Meeting 2017 and Fiscal Year 2018 Budget Preparation.*

**ATTACHMENTS:**

1. Proposed Municipal Calendar



# TOWN OF TRURO

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

August 9, 2016

To: Board of Selectmen  
Department Heads  
Chairs of Boards, Committees and Commissions  
Town Moderator  
Finance Committee

From: Rae Ann Palmer, Town Manager

Re: Annual Municipal Calendar for 2017 ATM and Fiscal Year 2018 Budget Preparation

The Board of Selectmen has consented to the following Municipal Calendar for the 2017 Annual Town Meeting and the Fiscal 2018 Budget Preparation. The calendar provides you with the upcoming deadlines for meetings, budget and CIP requirements, Annual Town Report requirements, Town Meeting and Elections. The 2017 Annual Town Meeting will be held on Tuesday, April 25, 2017.

**Sept 27, 2016** Board of Selectmen and Finance Committee preliminary discussion on FY2018 budget and fiscal planning parameters

**Oct. 11, 2016** Finalize Board of Selectmen Budget Message

**Oct 12, 2016** Budget Meeting with Department Heads

**Oct 14, 2016** Distribution of budget worksheets

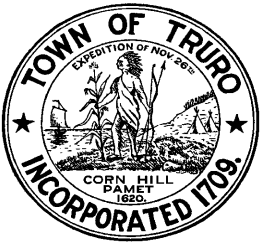
**Nov 1, 2016** CPC deadline for application for possible funding at the 2017 ATM

**Oct 17, 2016** Department Heads and Board/Committee/Commission Chairs meeting to discuss the FY2018 Operating Budget and Capital Improvement Plan. 10:00AM - Truro Public Safety Building Training Room

**Nov 18, 2016** **All budgets and CIP requests must be turned into the Town Manager and the Town Accountant by noon.**

**Dec 9, 2016** Budget Task Force Meetings Begin

- Jan 10, 2017** Board of Selectmen review of budget and CIP and submit to Finance Committee (*Per Truro Charter – on or before January 15*)
- Jan 24, 2017** Board of Selectmen vote to open the Warrant for the 2017 Annual Town Meeting, effective January 24, 2017
- Jan 24, 2017** **Annual Town Meeting Warrant Opens**
- Jan 31, 2017** **All Annual Town Reports must be submitted electronically** to Nicole Tudor ([ntudor@truro-ma.gov](mailto:ntudor@truro-ma.gov)) or Noelle Scoullar ([nscoullar@truro-ma.gov](mailto:nscoullar@truro-ma.gov))
- Feb 10, 2017** **Deadline for Money Articles**
- Feb 14, 2017** Draft FY2018 Town and School Budgets, CIP presented to the Board of Selectmen and Finance Committee
- Mar 14, 2017** **Annual Town Meeting Warrant Closes/Last day for Petitioned Articles at 4:00pm**
- Mar 14, 2017** FY2017 “final” Budget and CIP and draft Warrant presented to Board of Selectmen for review and approval
- Mar 14, 2017** Final date for Finance Committee to hold Public Hearing on the FY2018 Budget
- Mar 21, 2017** **Last day to file nomination papers with the Registrar**
- Mar 25, 2017** Last day for Finance Committee to submit letter to voters on FY2018 Budget/CIP for including in the Town Meeting Warrant
- Mar 27, 2017** Final Board of Selectmen review and approval of warrant and last day for Board of Selectmen letter to voters on FY2017 Budget/CIP, etc., for inclusion in the Town Meeting Warrant
- Mar 31, 2017** **Warrant to the Printer**
- Apr 6, 2017** Last day to object or withdraw nomination papers
- Apr 7, 2017** **Post Warrant**
- Apr 11, 2017** Budget Public Hearing, Pre-Town Meeting and Candidates Night
- Apr 25, 2017** **Annual Town Meeting, 6:00 pm Truro Central School**
- May 9, 2017** **Annual Town Election, 7:00 am – 8:00 pm Truro Community Center**



# TOWN OF TRURO

## Board of Selectmen Agenda Item

**DEPARTMENT:** Public Works

**REQUESTOR:** Jay Norton, Director

**REQUESTED MEETING DATE:** August 9, 2016

**ITEM:** East Harbor Presentation by Woods Hole Group

**EXPLANATION:** Woods Hole Group finalized their East Harbor Culvert Evaluation report in June of this year. The report contains existing conditions information, scoping level alternatives assessment, recommended next steps and supplemental analysis including analytical modeling, parcel assessment, visual structural assessment and conceptual engineering alternatives and cost estimates. Bob Hamilton from the Woods Hole Group will summarize the report in a PowerPoint presentation and will be available for questions.

**SUGGESTED ACTION:** None Required – Informational presentation.

**ATTACHMENTS:**

1. Final Report, East Harbor Culvert Evaluation



# FINAL REPORT EAST HARBOR CULVERT EVALUATION



**Prepared For:**  
Town of Truro  
24 Hall Road  
Truro, MA 02666

**Prepared By:**  
Woods Hole Group, Inc.  
81 Technology Park Drive  
East Falmouth, MA 02536

June 2016

# **FINAL REPORT**

## **East Harbor Culvert Evaluation**

**June 2016**

**Prepared for:**

Town of Truro  
24 Hall Road  
Truro, MA 02666

**Prepared by:**

Woods Hole Group, Inc.  
81 Technology Park Drive  
East Falmouth MA 02536  
(508) 540-8080

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## **1.0 INTRODUCTION**

The purpose of this investigation is to define repair alternatives and recommended next steps for the failing culvert connecting Cape Cod Bay with East Harbor in Truro, MA. A June 2013 proposal from Woods Hole Group, Inc. was authorized by the Town in July 2013, including the following tasks:

- Task 1. Obtain and review existing information
- Task 2. Scoping-level alternatives assessment
- Task 3. Reporting and management

A subsequent contract modification was approved by the Town in August 2014, including a more detailed alternatives analysis and cost estimate for Town planning purposes:

- Visual structural and access assessment
- Desk repair alternatives analysis

Following this introduction, this report includes the following information:

- Section 2. Existing Information Review including a site description, brief history, summary of prior studies, and identification of data gaps
- Section 3. Scoping level alternatives assessment including a matrix of possible alternatives
- Section 4. Supplemental analysis conducted for this project, including analytical culvert flow modeling, a nearby parcel assessment for construction alternatives, visual structural assessment, and identification of conceptual engineering repair/replacement alternatives
- Section 5. Planning level cost estimates for the conceptual alternatives
- Section 6. Recommended next steps

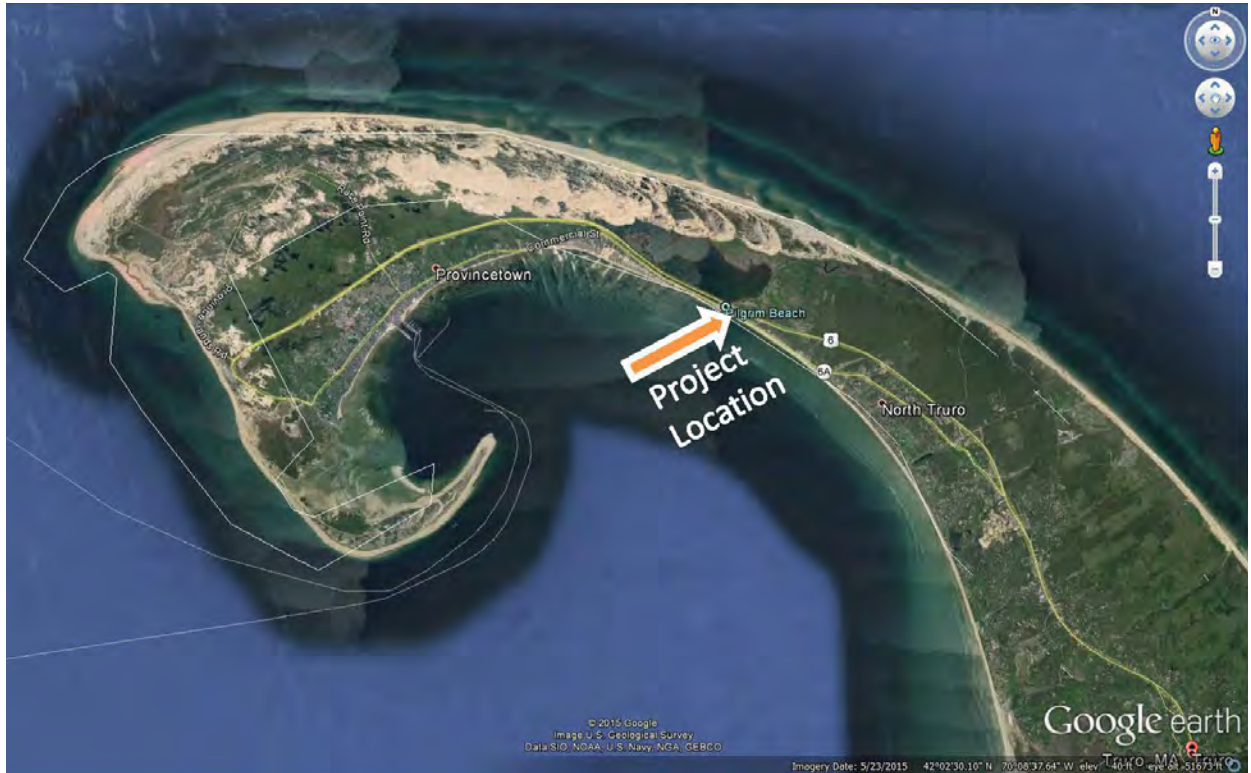
## **2.0 EXISTING INFORMATION REVIEW**

### **2.1 SITE DESCRIPTION**

The East Harbor culvert is located on the Cape Cod Bay shoreline in Truro, MA, and connects Cape Cod Bay with East Harbor as shown in Figures 2-1 and 2-2. The culvert is located on a 30 ft wide easement taken by the Town in March of 1956. A copy of the easement is contained on the CD in Appendix A.

The original culvert is a composite structure that includes a seaward section of concrete box culvert supported by pilings, which connects under Shore Road through a junction box that originally include a tide gate control system. A concrete section then continues underground between Shore Road and State Highway Route 6, where it connects to another junction box and a culvert under the highway before existing through a headwall into Moon Pond, a southern section of the East Harbor system. Engineering plans for the

original culvert were developed by Duffill Associates, Inc. under Contract No 1537 with the Department of Public Works of Massachusetts Division of Waterways Acc. No. 03452A, with a 9-sheet set of plans dated September 1956. An additional 2-sheet plan set also was obtained for drainage improvements to the system in October 1974 (Contract No. 2845, Acc. No.05020A with the Commonwealth of Massachusetts Department of Environmental Quality Engineering Division of Waterways). An electronic copy of images of the plan sets is contained on the CD in Appendix A.



**Figure 2-1. East Harbor culvert location map.**



**Figure 2-2. East Harbor culvert.**

The seaward end of the culvert (Figure 2-3a and 2-3b) has failed, including slumping of seaward concrete box sections, as well as removal of the protective grate. Landward of Shore Road, there has been an increasing need for Town maintenance as the cover fill over the culvert has slumped in certain areas as shown by Figures 2-4 through 2-7. Based on the compromised condition of the seaward end, increasing frequency of maintenance for the land cover, and potential safety concerns, there is a need for repairing and/or replacing portions of the culvert. Shore Road and Route 6 also are major transportation routes, as well as rights of way for utilities connecting communities north and south of the culvert, which places a critical need to ensure the culvert does not fail and compromise essential infrastructure.



**Figure 2-3a. Seaward portion of East Harbor culvert. Terminus sections are failing, including slumping into the Bay as well as removal of the protective safety and debris grate.**



**Figure 2-3b. Water side view of the failing portion of the East Harbor culvert in Cape Cod Bay. Pitched/misaligned seaward section noted also with no debris rack.**



**Figure 2-4. Slumping of cover fill near the junction box landward of Shore Road.**



**Figure 2-5. Slumping of cover fill over the East Harbor culvert between Shore Road and Route 6.**





**Figure 2-6. Slumping of cover fill material near the junction box connected to Route 6.**



**Figure 2-7. Failing joint between culvert sections.**

## 2.2 SITE HISTORY

Burks et al. (2002) detailed the history of events related to East Harbor. Figure 2-8 summarizes major events pertinent to the culvert. Historically, East Harbor (also known as Pilgrim Lake) was open to Cape Cod Bay, allowing for a well-circulated salt water marine habitat. As the barrier beach migrated and bridges were constructed and maintained, flow was restricted and eventually cut-off by 1968. The first drainage system via Moon Pond Meadow was constructed in 1894. The system subsequently converted largely to a brackish and freshwater environment as evident by carp observations in 1911. Construction of Routes 6A (1920) and Route 6 (1952) further separated the system from the Bay. Tide gate systems were installed starting in 1956 to help maintain and regulate flow; however, various environmental consequences ensued including proliferation of midges. Attempts were made to manage the midges through alewife stocking and larvicide treatments. Repairs to tidal controls also were implemented; however, continued midge problems and fish kills led to a preference for a system with more active tidal exchange with the Bay. Limited tidal exchange was possible via the culvert system compared to the historical open flow. More recent degradation of the East Harbor culvert threatens circulation if there is a failure; thus, placing emphasis on maintaining and repairing the structure. Various studies (Section 2.3 provides a brief summary) investigated options, which led to the Town initiating the work outlined herein.

The primary reason for this current investigation is to address the failing condition of the existing East Harbor culvert. There also is a substantial opportunity for restoration of the system, including: water quality improvements (e.g., dissolved oxygen depletions occur in summer with potential for eutrophication); management of upland flooding; midge control; wetland restoration (e.g., *Phragmites* control); reduced fish kills; limit invasive Asian carp, and promotion of economic benefits.

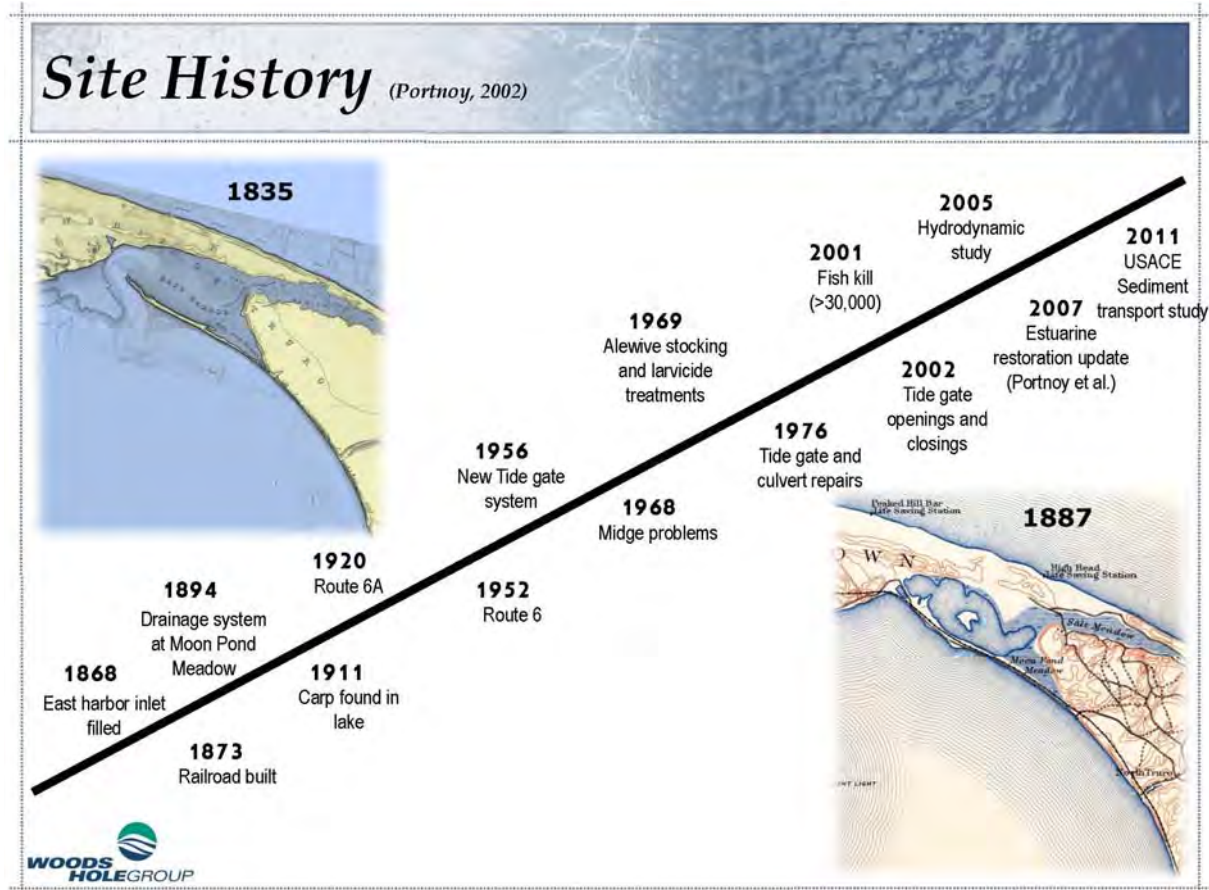


Figure 2-8. Timeline of activities related to the East Harbor culvert.

### 2.3 PRIOR STUDIES

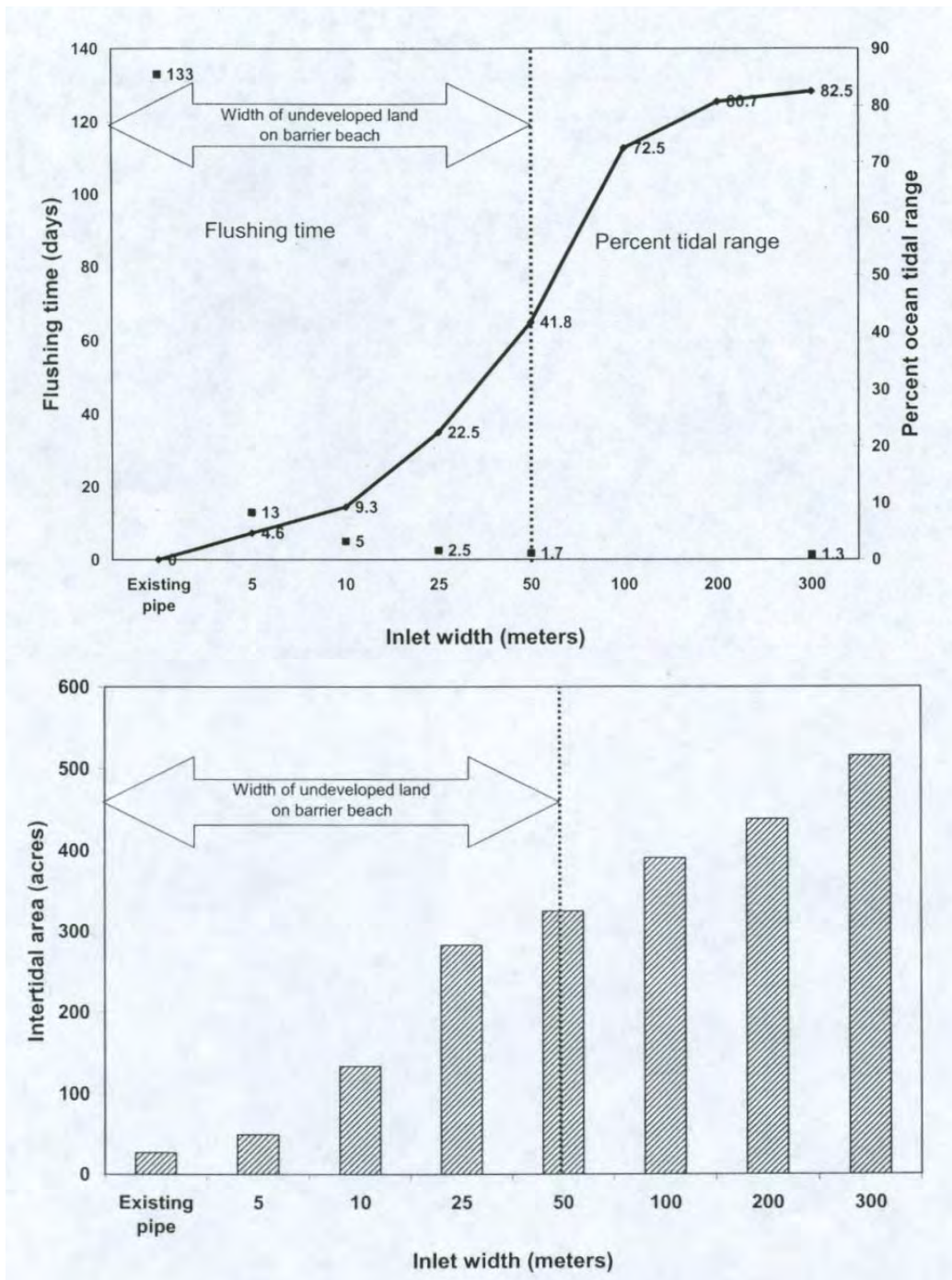
A series of prior studies were reviewed for the purpose of establishing a common baseline of knowledge, and to provide a consolidated summary of relevant literature for future reference by Town officials and other stakeholders. The documents reviewed span a range of topics related to and well beyond the scope of this study. The focus herein, therefore, was on those documents and portions thereof that address the history, effects, and possible future alternatives as related to flow and related structures between Cape Cod Bay and East Harbor/Pilgrim Lake. The documents and presentations reviewed summarize the chronology and consequences associated with closing the 1000' inlet to East Harbor in 1868 and installing the culvert with flapper gate running from Moon Pond under Routes 6 and 6A to Cape Cod Bay. Primary effects include reducing the 10' tidal range in Cape Cod Bay to about 1.5' in Moon Pond and less than 0.1' in Pilgrim Lake;

and reducing the salinity in Moon Pond and Pilgrim Lake from the oceanic value of approximately 31 ppt to approximately 4 ppt. Pilgrim Lake water level fluctuations are largely low frequency, non-tidal motions, and residence times are over 130 days. Opening the flapper gate in 2002 had a negligible effect on the tidal range, but increased the interior salinity to 20-25 ppt, with a benefit to estuarine and marine organisms.

A 2002 Environmental Assessment for Estuarine Restoration by Burks et al (2002) describes the history and issues related to exchange and water quality. A 2005 Hydrodynamic Assessment by Spaulding and Grilli addresses proposed modifications of the connections between Cape Cod Bay and the interior system consisting of Pilgrim Lake, Moon Pond and Salt Meadow. 2005 and 2007 Reports on Estuarine Restoration by Portnoy and colleagues provide subsequent summaries based on additional data. A 2011 Sediment Transport Modeling Study by the New England District of the US Army Corps of Engineers addresses the location and size of a potential new inlet, and related sediment transport concerns. The 2005 Spaulding & Grilli report, Section 11 of the 2007 Portnoy et al report, and the 2011 USACE study are the documents of primary interest.

The 2005 Spaulding & Grilli report is based on measurements of sea level, velocity and salinity and time-dependent box models of hydrodynamics and salinity, which involve empirical coefficients for friction and mixing of salt and a simplified assumption regarding freshwater inflow. The box models are described in detail in the report, and are based on established principles and mathematics. The empirical coefficients and the freshwater inflow are calibrated and/or validated against the measurements. The data analysis provides information about the dynamics of sea level and salinity. A total of 26 restoration concepts within the framework of two major Options were considered. Option 1 concepts assume the current culvert system connecting Moon Pond to Cape Cod Bay continues to exist, and that a new inlet is constructed at the location of the historic inlet on the northwestern end of Pilgrim Lake. Option 2 concepts assume a new inlet replaces the existing culvert system. The modeling showed incremental increases to the tidal range, surface area at high tide, and salinity would result as inlet width is increased up to 200 m within the existing right of way at the southwestern end of the system, together with appropriate removal of existing dikes.

For the present purposes of this study, the most relevant result in the 2007 Portnoy et al report is Section 11 based on application of the Spaulding & Grilli model. The report shows in graphical form (Figure 2-9 was extracted from the report) the main result of the Spaulding & Grilli report. The graphic illustrates the dependence of flushing time, tidal range, and intertidal area on the width of a new inlet connecting Pilgrim Lake and Cape Cod Bay. Flushing time is expected to decrease from an existing condition of more than 130 days down to 13 days for an inlet width of 5 meters, 5 days at a width of 10 meters, and levels off at 2.5 days or less for widths greater than 25 meters. Tide range is expected to increase substantially up to 72.5% of the Bay tide range for widths up to 100 meters, and then levels to approximately 80% or greater for inlet widths greater than 200 meters. Intertidal area increased for all widths simulated.



**Figure 2-9. Effects of inlet width on flushing time, tidal range, and intertidal area from Portnoy (2007).**

The 2011 USACE report addresses the impact of a new inlet on tidal velocities, and also addresses sediment transport and morphological changes resulting from a new inlet, particularly the formation of ebb and flood tidal shoals and likely effect on adjacent beach erosion. A one-dimensional model, similar to the box model used by Spaulding & Grilli, but simpler in assumptions about the system geometry, was used to examine

velocities through the inlet. Inlet widths of 25 to 75 feet were considered and produced particularly high channel velocities ranging from 7.5 to 15.7 ft/s. The USACE Coastal Modeling System (CMS) was used to evaluate morphological effects of the new inlet, specifically the volume of the ebb tidal shoal. Inlet widths of 25' through 75' produced ebb tidal shoal volumes ranging from 22,000 to 280,000 cubic yards, depending on assumptions about the energy of the external Cape Cod Bay. These shoal volumes then led to estimates of the rate of shoreline retreat and the sand nourishment required for mitigation of this retreat. More detailed hydraulic modeling and associated sediment transport work, including comparisons and calibrations of the model with historical observations and present-day field data, would be required if the concepts for a new inlet advance to the planning and design phase.

In addition to the four (4) primary studies described above, other documents obtained and reviewed include:

- East Cape Engineering, Inc. preliminary report and letter related to the condition of the culvert (November 25, 2002 and January 3, 2003)
- Related USACE documentation (Feasibility Study authorization document, dated June 7, 2005; Presentation from March 10, 2006 Coordination Site Meeting; Presentation from May 11, 2011 on Phase 2: East Harbor Sediment Transport Modeling; East Harbor Sediment Transport Study Technical Development Workshop agenda, August 26-27, 2009 and follow-up Memorandum for the Record, dated September 15, 2009; East Harbor Restoration Proposed 1D Modeling Approach presentation; and East Harbor Sediment Transport Modeling Study Draft Report, October 2011)
- Iver2 AUV Data Collection Presentation, Friday August 17, 2007
- Easement for the culvert, dated March 20, 1956
- Provincetown Center for Coastal Studies Report, Evaluating Century-Scale Coastal Change: A Pilot Project for the Beach Point Area in Truro and Provincetown, MA (Giese et al., 2012)
- Massachusetts CZM shoreline change rate maps
- Simulation of Groundwater Flow at Beach Point Draft Natural Resource Report NPS/NRPC/WRD/NRTR—2008/xxx, National Park Service
- 1956 (9 sheets) and 1974 (2 sheets) Massachusetts Division of Waterways engineering drawings

Electronic copies of prior documents are contained on the attached CD in Appendix A.

### **3.0 SCOPING-LEVEL ALTERNATIVES ASSESSMENT**

A full range of alternatives were defined in cooperation with Town staff for the repair and replacement of the East Harbor culvert in its existing location, through alternatives that would require additional land and designed to restore East Harbor overall. Nine (9) different alternatives are summarized on Figure 3-1, including:

- No action – assumes status quo with no further change in condition
- Closed tide gate or failed culvert – assumes closed culvert due to failure
- Repair existing culvert – replacement of the culvert section between Routes 6 and 6A with a similar sized culvert structure (depends upon integrity of existing culverts under the roads and associated junctions, as well as seaward section)
- Replace with new culvert configuration – full culvert replacement including road crossings and seaward component
- Open channel at existing location – replacement of road crossings with bridges and open channel between
- New culvert configuration and open channel at High Head Road extension – relocated structure with road crossings and open channel between
- Dual culvert entrance – repair of existing structure and addition of second culvert at alternative location to promote flushing
- New open channel connection to Pilgrim Lake – new open channel/bridge configuration with full flushing at alternative location
- Atlantic Ocean connection – create a new inlet on the ocean side

With this broad range of concepts, a common set of evaluation criteria were established in cooperation with Town staff, including factors and sub-factors related to environmental impacts, restoration potential, socio-economics, permitting and construction, service life, and cost. A qualitative ranking system also was established, shown by the color scheme on Figure 3-1, whereby green is most preferred, yellow is moderate, and orange represents a result that is not preferable. Notes explaining the sub-factors for each alternative also are included.

Overall, the conceptual alternatives analysis resulted in a conclusion for proceeding along a dual path. First, given the failing condition of the culvert, there is a need for the Town to pursue a repair option that can be handled locally at the Town level. The repair option was then selected for more detailed planning and cost estimating in the context of this investigation. Second, given the substantial potential for East Harbor and Pilgrim Lake restoration, there is an interest to pursue a larger-scale, longer-term alternative. Such an alternative would require broader stakeholder engagement and funding than is feasible at the Town level alone. The recommendation is to advance the larger alternative on a parallel track, starting with formation of a sub-committee of involved stakeholders.

East Harbor Restoration Alternatives


		Evaluation Criteria																					
		Environmental Impacts				Restoration Potential					Socio-Economics			Permitting and Construction				Service Life			Cost Estimates		
		Upland Flooding Potential	Beach Impacts	Inlet Stability	Tidal Flushing / Residence Time	Water Quality	Marsh Restoration	Impacts to Roadways and Utilities	Control of Midges	Aquaculture Restoration	Aesthetics and Recreational	Economic Benefits	Environmental Permitting	Permitting Period	Structural Components	Construction Period	Design Life	Maintenance Requirements	Adaptability	Engineering / Feasibility / Permits	Initial Capital Cost	Operations and Maintenance	
No Action	1 No Action (failing culvert)	Eventual increased potential of flooding during heavy precipitation	No change from current conditions	No change from current conditions	~150+ days	Water Quality will decrease	Continued expansion of degraded marsh areas	Potential significant impacts to utilities and roadways in future	Midge problem expected to eventually return	No Restoration expected	Continued degradation of recreation and aesthetic values expected	Negative impacts to economics (utility impact, midge growth, etc.)	No permitting required	N/A	N/A	No Construction Required	Failing now	Currently requires regular maintenance. Significant maintenance may be required in future	Alternative is not adaptable	None Required	None	Significant maintenance expected to keep culvert functional and manage utilities	
	2 Closed Tide Gate or Failed Culvert (Freshwater Pond)	Increased potential of flooding during heavy precipitation, poor drainage potential	Coastal structures could be removed and beach impacts minimized	Coastal structures could be removed and inlet stability is no longer a concern	N/A No Flushing	Transition to freshwater environment, Short-term water quality issues expected	Complete loss of salt marsh habitat expected	None expected	Midges expected to proliferate	Loss of all saltwater aquaculture	Recreation and aesthetics expected to suffer due to midges	Negative impacts to economics (utility impact, midge growth, etc.)	No permitting required	N/A	N/A	No Construction Required	N/A	Minimal, some drainage maintenance issues possible	Alternative is not adaptable	None Required	Closing of culvert may be required	Minimal cost	
Culvert Structures	3 Repair Existing Culvert	Storm surge flooding would be limited through culvert, precipitation events would have adequate drainage	No change from current conditions	No change from current conditions	~20+ days	Slightly improved	10+ acres restored	Short term impact during construction, but long-term improvement	Midges controlled as in current conditions	No significant restoration expected	No change from existing conditions	Some reduced maintenance, no significant change expected	No significant permit issues expected	Shortest feasible timeline expected	None	3-6 months and traffic re-routing	Up to 50 years, pending existing road crossing culverts and junctions	Some maintenance required for clogging	Alternative is not adaptable	\$300,000	\$2.5 to 3.5 million	Some cost expected to reduce clogging	
	4 Replace with New Culvert Configuration	Storm surge flooding would be limited through culvert, precipitation events would have adequate drainage	Minimal changes from current conditions	Minor improvements to inlet stability	~14+ days	Moderate improvement to water quality	10 to 40 acres restored	Short term impact during construction, but long-term improvement	Improved Midge control	Minor to moderate restoration expected	Minor improvements	Reduced maintenance, no significant change expected	Moderate permitting requirements	~6-9 months	None	3-6 months and traffic re-routing	50+ years	Dredging of inlet may be required in the future	Could provide tidal control functions as an option	\$500,000	\$5 to 7.5 million	Reduced cost expected for clogging	
Open Channel	5 Open Channel at Existing Location	Requires evaluation of potential flooding risk	Potential increase in beach impacts, but needs to be more formally evaluated	Inlet would be stable from shoaling perspective, but would require stabilization to mitigate potential migration	~1 to 12 days	Significant improvement to water quality	Up to 300 acres restored	Bridges required, and potential modification to High Head Road	Improved Midge control	Significant restoration expected	Improved Aesthetics and Recreational opportunities (e.g., boating access)	Potential significant economic benefits	Significant Permit requirements due to creation of inlet	~12-15 months	Requires multiple bridge locations, coastal structures, and modification of High Head Road	Over 18 months	50+ years	Dredging of inlet may be required in the future	Bridge locations could be used for control measures in future	\$600,000	\$6 to 10 million	Potential dredging requirements	
New Entrance Locations	6 New Culvert Configuration and Open Channel at High Head Road Extension	Requires evaluation of potential flooding risk	Potential increase in beach impacts, but needs to be more formally evaluated, dual entrance would cause impacts at two locations	Inlet would be stable from shoaling perspective, but would require stabilization to mitigate potential migration	~1 to 10 days	Significant improvement to water quality	Potentially up to 500 acres restored	Impact at multiple locations, Bridges required	Improved Midge control	Significant restoration expected	Improved Aesthetics and Recreational opportunities (e.g., boating access)	Potential significant economic benefits	Significant Permit requirements due to creation of inlet	~12-15 months	Requires multiple bridge locations, coastal structures, and modification of High Head Road	Over 18 months	50+ years	Dredging of inlet may be required in the future	Bridge locations could be used for control measures in future, culvert could be closed	\$700,000	\$7 to 12 million	Potential dredging requirements	
	7 Dual Culvert Entrance (Combination of 3 and 4)	Storm surge flooding would be limited through culvert, precipitation events would have adequate drainage	Dual entrance would cause beach impacts at two locations	No significant change to inlet stability	~12 to 14 days	Moderate improvement to water quality	50 to 60 acres restored	Impact at multiple locations	Improved Midge control	Moderate restoration expected	Minor improvements	Reduced maintenance, no significant change expected	Significant Permit requirements due to inclusion of secondary inlet	~12-15 months	No coastal structures, but significant road work	Over 1 year	50+ years	Dredging of inlet may be required in the future	Individual culverts could be closed to provide varying flow conditions	\$500,000	\$10+ million	Some cost expected for clogging and potential beach impacts	
	8 New Open Channel Connection to Pilgrim Lake	Requires evaluation of potential flooding risk	Potential increase in beach impacts, but needs to be more formally evaluated	Inlet would be stable from shoaling perspective, but would require stabilization to mitigate potential migration	~0.5 to 3 days	Significant improvement to water quality	Potentially up to 500 acres restored	Bridges required, and potential modification to High Head Road	Improved Midge control	Significant restoration expected	Improved Aesthetics and Recreational opportunities (e.g., boating access)	Potential significant economic benefits	Significant Permit requirements due to creation of inlet	~Years	Requires multiple bridge locations, coastal structures, and modification of High Head Road	Over 18 months	50+ years	Dredging of inlet may be required in the future	Bridge locations could be used for control measures in future	\$1,000,000	~\$20 million	Potential dredging requirements	
	9 Atlantic Ocean Connection	Requires evaluation of potential flooding risk	New ocean inlet would affect adjacent beaches	Likely to be an unstable inlet	~0.5 to 3 days, but unstable inlet would compromise flushing	Potentially improved, but dependent upon stable inlet	Potentially up to 500 acres restored, but dependent upon stable inlet	Increased flood potential from ocean storm surge and waves	Potential Midge control	Moderate restoration potential	Minor improvements	Potentially negative due to flood risk and maintenance requirements	Significant Permit requirements due to creation of inlet	~Years	Potential need for coastal structures to maintain ocean inlet	Over 18 months	50+ years	Dredging of inlet likely required in the future	None	\$1,000,000+	Uncertain	Extensive maintenance requirements	

Figure 3-1. Matrix of Alternatives for East Harbor Culvert Replacement and Restoration



## **4.0 SUPPLEMENTAL ANALYSIS**

### **4.1 ANALYTICAL MODELING**

An analytical model was applied by Woods Hole Group, Inc. as part of this study to investigate potential improvements to flushing associated with establishing improved hydraulic connectivity between Cape Cod Bay and East Harbor/Pilgrim Lake. This modeling built on the prior work by others described in Section 2.3 above, and investigated refined scenarios:

- Concept 1. Culvert between Cape Cod Bay and Moon Pond at existing location for diameters from 0 to 8 ft and not tide gate control.
- Concept 2. Two connections, including 4 ft diameter culver at existing location between Cape Cod Bay and Moon Pond, as well as new culvert directly from Cape Cod Bay to East Harbor/Pilgrim Lake of varying diameters between 4 and 8 ft.
- Concept 3. Open channel at existing location between Cape Cod Bay and Moon Pond for widths of 10 to 50 ft.
- Concept 4. Open channel at new location connecting Cape Cod Bay and East Harbor/Pilgrim Lake directly at varying widths between 10 and 50 ft.
- Concept 5. Combination of Concepts 1 and 4. Includes variations of a new culvert at the existing location between Cape Cod Bay and Moon Pond of varying diameters between 4 and 8 ft, and a new open channel connecting Cape Cod Bay and East Harbor/Pilgrim Lake directly at varying widths between 10 and 50 ft.

Results were consistent with prior work by others, and provided a refinement of the flushing time estimates that showed potential for enhanced circulation. For instance, by installing a new 4 ft or 8 ft culvert at the existing location with no tidal control, the flushing time can potentially be reduced to less than 25 and 10 days, respectively. A new open channel between Cape Cod Bay and Pilgrim Lake directly was shown to reduce flushing times for the system as a whole to less than 5 days for widths greater than 10 ft, and less than 2 days for widths greater than 35 ft. A description of the model with tabular form results is provided in Appendix B. The work is useful for project planning purposes, and to provide technical support information as needed for permit applications.

### **4.2 PARCEL ASSESSMENT**

A preliminary parcel search and reconnaissance was performed to investigate potential locations for a new culvert, channel, or inlet crossing. 103 field cards were obtained from Town records, and brief observations were made onsite. A key component of any path forward involving relocating the channel will be identification and securing of permission for access to real estate by form of acquisition and/or long-term easement. Establishing a new inlet would require converting property from upland to open water.

#### 4.3 VISUAL STRUCTURAL ASSESSMENT

An updated visual inspection of the structure was performed on December 2, 2014 by a combined team of Fuss & O'Neill, Inc., Town of Truro, J.F. White Construction, and Woods Hole Group, Inc. A summary of the observations is provided in the April 15, 2015 memo in Attachment C. Observations were made from accessible locations at the ground surface, and manhole covers were removed at the concrete vaults for visual observations. Figure 4-1 illustrates the general site layout for purposes of the site inspection. Major findings included:

- Although no major deficiencies were observed from the inlet at Moon Pond and under Route 6 to the southwest side, it was recommended to contact MassDOT for a more thorough record of installation, repair, and condition. Loss of material also was observed around the headwall structure on the southwest of Route 6. A more thorough inspection would be required in the engineering design phase, but for the purpose of the alternatives analysis it will be assumed that the road crossing will not be replaced.
- Between Route 6 and Shore Road, several sinkholes and depressions were observed. The Town reported filling for maintenance, but this has not remedied the problem. Exposed sheeting also was observed, and there appears to be less of sediment between the culvert sections, as well as the buried sections of the chambers. Exposed joints were noted between the culvert sections, possibly including joint gasket failures. Water also seems to be infiltrating from the land and into the culvert via the failed sections. Presence and configuration of internal debris screens and tide gate elements was not observable, but it is understood the gates are locked in an open position. It was generally concluded that the culvert required replacement, and a more thorough inspection of the culvert between the roads would not be cost-effective.
- From Shore Road to the beach, although no major failures of the culvert under the road were observed, it was noted that a more rigorous inspection of this road crossing would be required as part of the engineering design phase. For the purposes of the repair alternatives evaluated in more detail for this phase of work, it was assumed that the culvert under Shore Road would not be replaced. Seaward of Shore Road, there were observed failures. The debris rack has been removed from the seaward end, introducing a potential public safety hazard requiring short-term repair. Furthermore, the seaward culvert section is pitched seaward and requires short-term repair along with the debris rack as part of a first phase of repairs.



**Figure 4-1. General Site Layout**

#### 4.4 CONCEPTUAL ENGINEERING ALTERNATIVES AND COST ESTIMATES

Woods Hole Group, Inc. worked cooperatively with Fuss & O'Neill, Inc. on the conceptual engineering alternatives analysis. A summary is provided here and more detailed information is provided in Appendices B and C. As part of the initial scope of work, initial order of magnitude opinions of cost were developed for five (5) alternatives:

- Construct new precast bridge/channel structure and abandon existing structure in-place
- Construct new cast in place (CIP) bridge/channel structure and abandon structure in-place
- Construct new CIP bridge/channel structure and remove/dispose existing structure
- Replace/repair existing culvert with similar structure
- Construct new precast bridge/channel structure and remove/dispose existing structure

These opinions of cost were preliminary for planning purposes. Total cost estimates with a low (-15%) and high (+30%) ranges are detailed in Appendix C. It was found that:

- Replacement in kind with similar structure would be in the range of \$5.9 to over \$9M.
- Replacement with concrete cast in place (CIP) bridges (under 6 and 6A) and an open channel (with sub-options for abandoning or removing the existing structure) would be in the range of \$9.2 to over \$14M for structural work if existing structural pieces are abandoned.
- Replacement with concrete precast bridges (under 6 and 6A) and an open channel (sub-options for abandoning or removing the existing structure) would be in the range of \$8.2 to over \$12.5M for structural work if existing structural pieces are abandoned.

For the second two concepts above, there could be substantial additional cost associated with land easements or acquisition potentially between \$7.5 to over \$11M. Removal of existing structural components could add an additional \$1.5 to over \$2M if the existing components are not abandoned in-place.

Based on the relatively high opinions of cost and consultations with Town staff and Selectmen, it was concluded that a full replacement of an improved larger structure at a different location with the dual benefit of restoring flushing to East Harbor was beyond the scope of what the Town of Truro was pursuing alone at this time. Rather, a restoration project of that magnitude fundamentally provides greater benefits to various stakeholders, and would require a longer-term cooperative effort and funding plan. Thus, focus was placed on repair alternatives the Town could pursue to remedy the failing structure.

A modified scope of work was then approved by the Town for a more detailed investigation of conceptual engineering alternatives and cost estimates for a culvert repair between the two roadways at the same location. Overall, it was found that replacing the whole culvert system from Moon Pond and out to the Bay would be quite expensive, in large part related to the road crossings under Routes 6 and 6A. Subsequent work then was geared toward less expensive repair alternatives, which based on the site inspections, became focused on the roughly 350 length of failing culvert between the two roadways. A detailed report was prepared by Fuss & O'Neill; a draft is provided in Appendix D. Four (4) repair alternatives were conceptualized, and each alternative is discussed in detail with advantages and disadvantages.

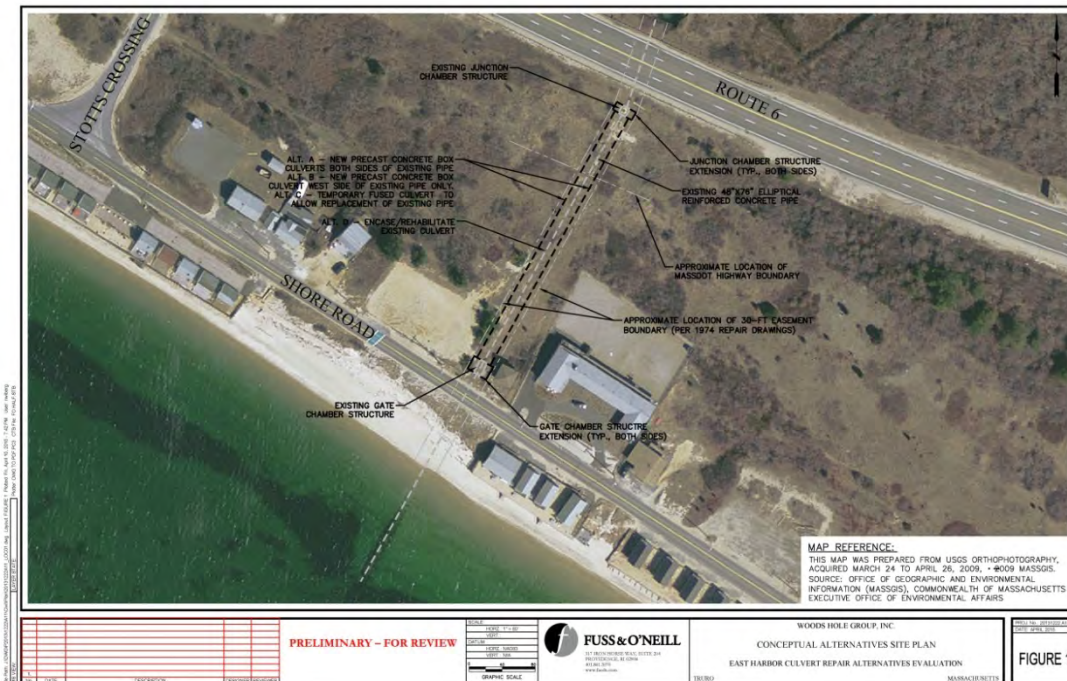
Figures 4-2 through 4-5 were extracted from the report in Appendix D, which illustrate the conceptual design alternatives. The alternatives and costs are:

- Alternative A. Twin Parallel Replacement Culverts – This alternative would install dual (smaller) culverts adjacent to the existing culvert, and effectively bypassing the existing culvert. The cost estimate for this alternative is between \$2.65 and \$4M.
- Alternative B. Single Parallel Replacement Culvert – This alternative would install a single (smaller) culvert west of the existing culvert, also bypassing the existing culvert. The cost estimate for this alternative is between \$1.88 and \$2.86M.

- Alternative C. Temporary Bypass and Culvert Replacement - This alternative would install a single culvert of similar size to the existing culvert. The cost estimate for this alternative is between \$2.45 and \$3.73M.
- Alternative D. Culvert Encasement – This alternative would essentially repair/encase the existing culvert using sheeting, grouting, and concrete encasement. The cost estimate for this alternative is between \$2.38 and \$3.6M.

Of the 4 alternatives evaluated, A, B, and C were most viable, while D might be ruled out due to relatively high expense and uncertain performance. If the goal is to enhance hydraulic capacity, A and C would be preferred. If the goal is to reduce cost, Alternative B may be preferred (with some additional consideration of hydraulic capacity). All of this would be subject to an actual engineering design, as well as additional geotechnical sampling and inspection of the road crossing structures and junction chambers to verify whether there is imminent failure of these sections.

One additional consideration is whether any of these alternatives are preferred in terms of aligning with possible future replacement of the adjacent road crossings at Rte. 6 and 6A. In this case, there is no clear preference; however, alternatives A and B might facilitate repair of the structures under Routes 6 and 6A more than alternative C. The offset horizontal alignments of the new box culverts (in A and B) could facilitate installing temporary conduits adjacent to the existing structures under Routes 6 and 6A to convey flow while the road structures are replaced/repared in place. Or, new structures under Routes 6 and 6A could be aligned with the box culverts, while the existing structures are removed or abandoned.



**Figure 4-2. Plan view of conceptual alternatives.**

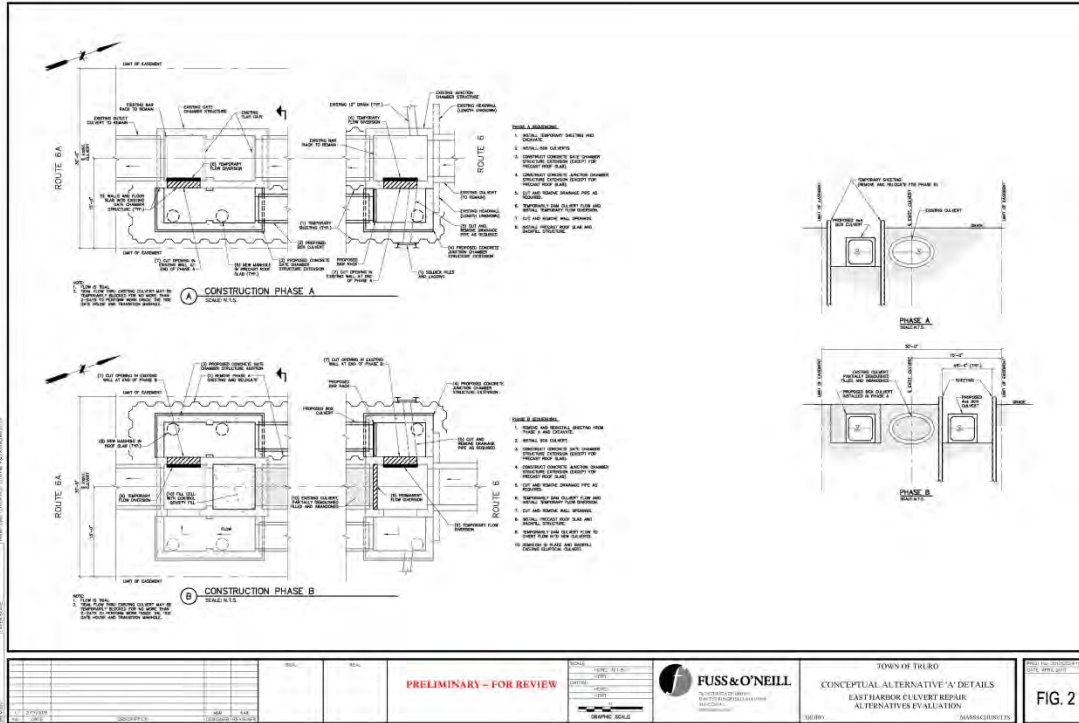


Figure 4-3. Conceptual Alternative A.

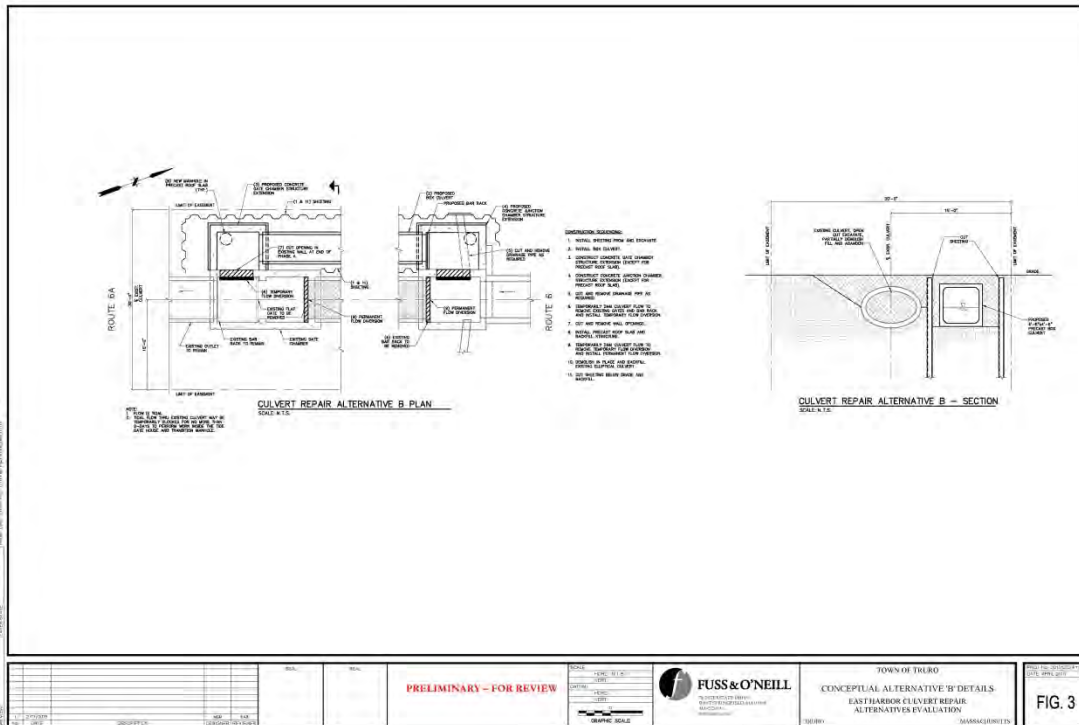


Figure 4-4. Conceptual Alternative B.

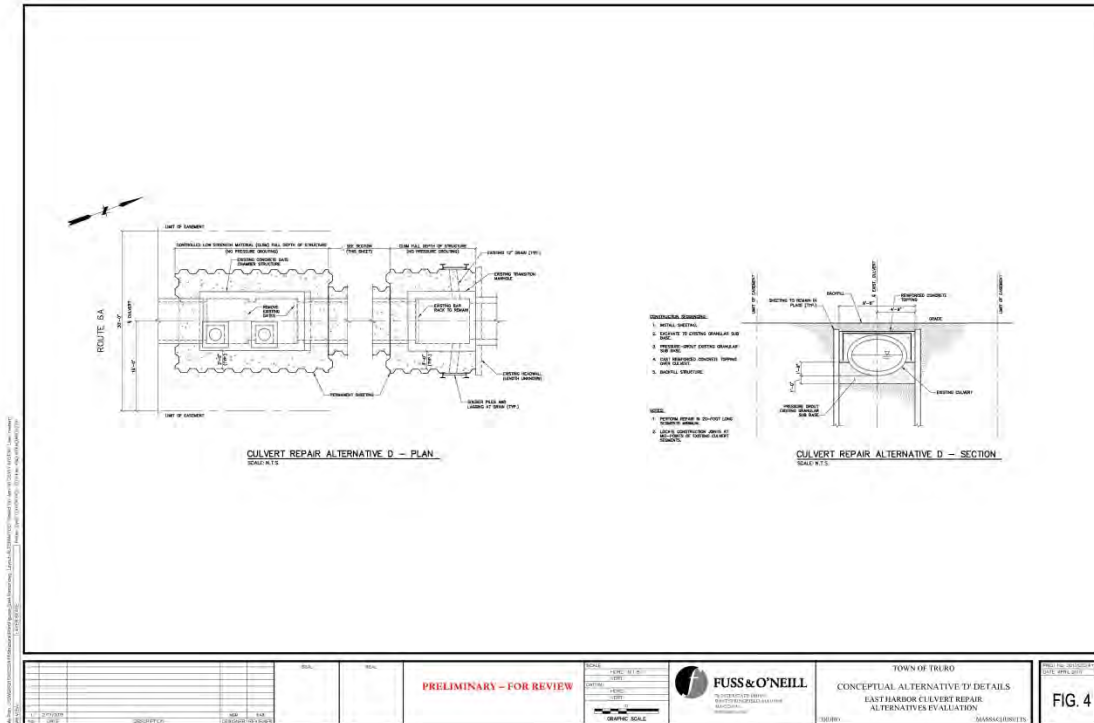


Figure 4-5. Conceptual Alternative D.

## 5.0 RECOMMENDED NEXT STEPS

The work described herein relates to alternatives for repairing the composite culvert structure connecting East Harbor with Cape Cod Bay. The structure connects the southwestern embayment called Moon Pond to the Bay by way of two road crossings (Route 6 and Shore Road), a buried culvert section between with associated junction boxes and tide gates, and finally including a seaward section of pile-supported reinforce concrete pipe (RCP) extending across the beach and into Cape Cod Bay. Based on the information compiled, and discussions with Town staff members, three (3) fundamental paths forward are recommended, including:

- As soon as practicable: Repair the slumping seaward section of pipe in Cape Cod Bay, including replacement of the debris rack for safety purposes.
- Short-term Town solution: Replace the failing, buried culvert section between the two road crossings (assuming subsequent inspection indicates the road sections will remain intact for the reasonably foreseeable future).
- Longer-term Multi-stakeholder solution: Pursue a large scale solution that would involve a direct connection between East Harbor/Pilgrim Lake and Cape Cod Bay to restore tidal flushing and associated diverse habitat.

### 5.1 REPAIR FAILING SEAWARD SECTION

Specific steps recommended to remedy the failing seaward portion of the structure include design, permitting, and construction. Assuming Town support is available with a budget, this work could be completed in 2016. The specific steps would include:

- Onsite field inspection and measurements with structural engineer and contractor
- Supplemental topographic survey for base plan
- Structural design and permit drawing set
- Environmental permitting
- For financial planning purposes, a placeholder on the order of \$120,000 is assumed to be sufficient for the combined engineering, permitting, and construction phases.

With regard to permitting and environmental approvals for the seaward repair, the scope is anticipated to include a Notice of Intent and Order of Conditions from the Town. We also recommend talking with the Conservation Commission about a possible Request for Determination of Applicability (RDA) finding to potentially expedite the permitting/approval process. At the State level, a Chapter 91 letter will be required with a public notice. This assumes (based on preliminary discussions) DEP will recognize the structure as previously authorized per state plans and contract drawings (i.e., no new Chapter 91 License requirement). The offshore portion is not within Natural Heritage & Endangered Species (NHESP) boundaries. At the Federal level, a US Army Corps of Engineers Category 2 application and permit will be required. The approval process is not expected to require extensive studies; therefore, should be able to proceed relatively quickly.

### 5.2 REPLACE FAILING CULVERT BETWEEN ROUTE 6 AND SHORE ROAD

Specific next steps for the short-term replacement of the failing, buried section of culvert between Route 6 and Shore Road include:

- Geotechnical and diving investigations to confirm structural integrity of adjacent elements under/adjacent to roadways and on beach
- Survey and permitting level design, including selection of preferred alternative from Alternatives A, B, C, and D, or refinements thereof from Section 4.4 above.
- Environmental permitting
- Final design and bidding documents
- Bidding assistance
- Construction, including construction administration and on-site representation



- Cost estimates for the alternatives range from \$1.9M (low estimate for Alternative B) to \$3.7M (high estimate for Alternative C). Associated design phase services would be roughly 10%-15% of the construction costs. Construction phase services associated with administration and inspection can also be on the order of 10% of construction costs. For planning purposes, establishing a budget in the range of \$250,000-\$300,000 would allow for survey, engineering, and permitting phases to proceed in 2016, and facilitate bidding and construction in subsequent years.

With regard to permitting and environmental approvals for the culvert between the two road crossings, there will definitely be a requirement for a Notice of Intent and Order of Conditions. Whether there will be further state jurisdiction will depend upon data collection and wetlands delineation. There are no apparent MEPA thresholds that would be triggered for review, and replacement of authorized structures is permissible without MEPA review under reasonable circumstances that seemingly apply to this project subject to formal regulatory consultation. The path forward would start with a local review, survey, and wetland resource delineation, and an estimate of the area of impact. Unlike the offshore portion, the area between the two roads is within NHESP boundaries; therefore, the NOI would be copied to the agency. Since it is uncertain what species are of concern in this location, we recommend an initial consult and request for information from NHESP to understand potential restrictions. For instance, potential impacts to some species such as shorebirds can be eliminated through time of year windows, whereas other species, such as presence of listed vegetation, may impose more substantial restrictions on the project that should be known in advance of the planning and engineering phases. Subsequently, the requisite scope of regulatory review will be refined.

### 5.3 EAST HARBOR/PILGRIM LAKE RESTORATION PROJECT

Per discussions with Town staff, the recommended next step for this larger-scale, longer-term alternative is to form a committee to explore the restoration project, including elements of financing, land access/acquisition, stakeholder engagement, related coastal studies, and refining the project purpose, restoration objectives, and ecological benefits. A strong initial core of stakeholders would include the Towns of Truro and Provincetown, property owners, National Park Service, Massachusetts Division of Ecological Restoration, NOAA Restoration Center, US Fish & Wildlife Service, and perhaps the US Army Corps of Engineers. Strong partnerships have been formed for the Herring River restoration project in Wellfleet that may be replicated for this site.

From a scientific perspective, the following types of data and information would be required as part of the overall planning process:

- Ongoing water quality monitoring in East Harbor/Pilgrim Lake
- Wave measurements in Cape Cod Bay
- Calibrated (with field measurements) wave, hydrodynamic, and sediment transport models to better understand existing sediment transport trends and rates,

and for simulation of alternatives and potential impacts to adjacent shorelines. The data and calibrated models also would help design a project in terms of size, location, expected frequency of maintenance dredging, need for sediment control structures, and expectations for beach maintenance. The tool also will support the conceptual design and development of cost estimates for alternatives.

## **6.0 REFERENCES**

- Burks, Finley, Burke Portnoy, Adams Gwilliam, and Clark Environmental. 2002. Assessment for Estuarine Restoration of East Harbor (Truro) including Pilgrim Lake, Salt Meadow and Moon Pond, Cape Cod National Seashore, Massachusetts, July 2002.
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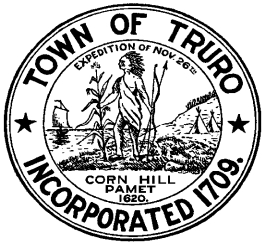
**APPENDIX A.      ELECTRONIC FILES**

- Easement
- 1956 Engineering Plans
- 1974 Engineering Plans

**APPENDIX B.      HYDRAULIC MODELING**

**APPENDIX C. INITIAL OPINIONS OF COST**

**APPENDIX D. PRELIMINARY CULVERT REPAIR ALTERNATIVES  
EVALUATION**



# TOWN OF TRURO

## Board of Selectmen Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Rae Ann Palmer, Town Manager for Selectperson Worthington

**REQUESTED MEETING DATE:** August 9, 2016

**ITEM:** Discussion of a Board of Selectmen Sponsored Dance and Bonfire at Corn Hill Beach

**EXPLANATION:** Selectperson Worthington and Chairman Wisotzky suggested a reprisal of the former dump dance to be held at Corn Hill Beach and to include a bonfire at the end of September or early October. Staff and I met to discuss the logistics and potential cost to sponsor the event.

After reviewing the options, staff suggests that the dance and children's activities be held from 3 PM to 7 PM in the parking lot and that the bonfire be set for 7 PM on the beach. The Police Chief recommends that to reduce the Town's liability, the event be alcohol free. Although we all love our pets, staff further suggests that pets not be allowed. To allow for tailgating and safe traffic and pedestrian flow, the Chief recommends that the parking lot be partitioned to allow vehicle flow and parking in the South end of the lot with all activities happening in the North end of the lot. The Chief will have staff managing the incoming traffic and pedestrians. ORV travel would be restricted on the beach area for attendee's safety.

Recreation/Beach Director Clark recommends hiring two bands and inviting Dunes 102.3 to bring their broadcast trailer to play in between the bands. This will reduce the expense for the bands. Staff can bring the portable stage from the Community Center. A canopy to cover the stage and a generator for power will need to be rented. Recreation staff will be scheduled and options include hiring a face painter and renting a bounce house.

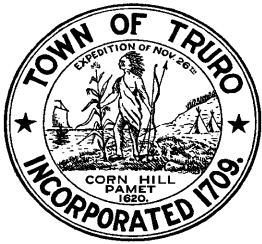
Chief Takakjian will handle parking and traffic logistics and Chief Collins will have a Fire engine and ambulance on site. Chief Collins will supervise the bonfire.

Tailgating can be encouraged for food and the food trucks can be invited to attend. If the food truck is not currently licensed in Town, the Health Agent will work with them to become licensed for the event.

**FINANCIAL SOURCE (IF APPLICABLE):** Selectman's and Administration Budgets. Estimated expenses, depending on activities and band costs, will be approximately \$3,000 and will not affect budgeted operations. Staff costs will be absorbed in departmental budgets.

**SUGGESTED ACTION:** Set a date and rain date, determine preferred options, move to authorize staff to organize and advertise the event.





# TOWN OF TRURO

## Board of Selectmen Agenda Item

**DEPARTMENT:** Shellfish Department

**REQUESTOR:** Tony Jackett, Harbormaster/ Shellfish Constable

**REQUESTED MEETING DATE:** August 9, 2016

**ITEM:** Aquaculture Shellfish License Renewal

**EXPLANATION:** Dana Pazolt, owner of an Inshore Tidal Aquaculture license (Grant #1, offshore from 654 Shore Road), needs the BOS approval to continue to work his shellfish grant which now qualifies for a five (5) year lease. The Truro Regulations for Aquaculture Licenses (p. 3, #10) allow renewals subsequent to the first-time license to be made for five (5) year periods. Mr. Pazolt renewed his license previously for a two-year period, is current with permits and fees, and is in compliance with all rules and regulations.

**FINANCIAL SOURCE (IF APPLICABLE):** N/A;

**IMPACT IF NOT APPROVED:** The applicant will not be authorized to conduct aquaculture operations at the site and may discourage future applicants.

**SUGGESTED ACTION:** *Motion to issue an Inshore Tidal Aquaculture license to Dana Pazolt offshore from 654 Shore Road for a term of five (5) years beginning August 26, 2016 and ending August 26, 2021.*

**ATTACHMENTS:**

1. Shellfish License Renewal Application
2. Aquaculture Regulations
3. 2015 Annual Report
4. Current Pazolt 2 Year Aquaculture License
5. Photos of Grant
6. Site Plan of Area



# TOWN OF TRURO

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

## AQUACULTURE LICENSE RENEWAL APPLICATION

NAME OF APPLICANT: DANA PAROIT / John Barrows

MAILING ADDRESS: Box 126, No. Truro Ma 02652

TELEPHONE: 508 844 3446 EMAIL: dparoit@gmail.com

GRANT NUMBER/ SITE LOCATION: #1 654 Shore Rd

**SITE DEVELOPMENT: ATTACH TO THIS APPLICATION YOUR PLANS FOR DEVELOPMENT OF THE SITE OVER THE NEXT ONE, TWO AND THREE-YEAR TERMS. INCLUDE THE NUMBER OF RAFTS/RACKS/FLOATS, SIZE, CONSTRUCTION MATERIAL AND WORKING AREA IN SQUARE FEET OF THE AQUACULTURE SITE. YOUR PLAN SHALL INCLUDE SHELLFISH BY SPECIES, AMOUNT AND SIZES INTENDED TO INTRODUCE TO THE WATER AND/OR SUBSTRATUM.**

Dana Paroit  
SIGNATURE OF APPLICANT

8/2/2014  
DATE

**\$ PAID**  
#3842 \$25.00

RECEIVED  
SELECTMENS OFFICE  
AUG 03 2016  
TOWN OF TRURO  
MASSACHUSETTS



# TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

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

## REGULATIONS FOR AQUACULTURE LICENSES

Adopted by the Board of Selectmen March 20, 2012

with amendments through May 22, 2013; April 8, 2014; July 14, 2015

### GENERAL

The following regulations are promulgated in compliance with MGL Ch 130 ss 57-68 for the establishment of Aquaculture License Sites within the boundaries of the Town of Truro. These regulations are in addition to other shellfish regulations approved by the Board of Selectmen (Board). Compliance with relevant statutes and regulations will ensure the orderly and successful implementation of the polices established by the Board in conjunction with the Massachusetts Division of Marine Fisheries (Division).

1. Shellfish licenses may be awarded to Truro residents who can show to the satisfaction of the licensing authority that they are bona fide domiciled residents of the Town of Truro.
2. Applications desiring a license shall be required to complete and submit all information required on the Town's approved application form.
3. License applications shall be considered on a first-come, first-served basis within the limitations of acceptable and available areas. The Harbor Master Shellfish Constable shall make recommendations to the Shellfish Advisory Committee on those areas. The Board of Selectmen may issue a moratorium on license approvals at any time this action is deemed appropriate and in the best interest of the town.
4. Licenses approved shall be subject to certification by the Division of Marine Fisheries in compliance with Chapter 130 of MGL and 322 CMR 7.01 (4) and be licensed by the Army Corps of Engineers in compliance with Section 404 of the Army Corp of Engineers.
5. When the ADA Grants are all allocated to license holders, a Waiting List will be established. The order of the list shall be determined by the date of acceptance of complete applications submitted to the Harbor Master/Shellfish Constable.

Interested parties must complete the Aquaculture License Application and pay the \$10.00 application fee in order to be considered and placed on the ADA Waiting List. As grant space becomes available, the Harbor Master/Shellfish Constable will notify the individual(s) on the Waiting List in sequential order. If an individual elects to not accept the opportunity to obtain a

Licensed Grant in the ADA, for whatever reason, they may elect to retain their order on the Waiting List and give the next individual on the Waiting List the current License.

All individuals who wish to remain on the Waiting List must pay the required annual fee of \$10.00 no later than January 1<sup>st</sup> of each calendar year in order remain on the Waiting List for the next year. (IE: Pay \$10.00 on Dec 28<sup>th</sup> 2015 for the 2016 calendar year Waiting List)

### **APPLICATION**

Applications for aquaculture licenses shall be submitted on the Town's Application for Shellfish License form. Each application shall include, but not be limited to, the following items, as promulgated by the Division of Marine Fisheries:

1. Detailed site plan including latitude and longitude of corners (meters & bounds)
2. Geophysical site characteristics
3. Benthic habitat conditions
4. Proposed species, quantities and densities
5. Proposed physical structures
6. Proposed method and details of access to the site
7. Evidence of Municipal Wetlands permit or determination of non-applicability
8. Evidence of application for Corps of Engineers, section 404 Permit or Programatic General Permit

6. For the license application within the designated Aquaculture Development Area (ADA) designated by the Board of Selectmen the application shall provide the exact location of the individual one acre site or sites and acreage which is requested.

After consultation with the Shellfish Advisory Committee, the Harbor Master Shellfish Constable may recommend a different size grant than that for which an applicant has applied depending on the Harbor Master Shellfish Constable's assessment of the applicant's experience, resources, available time to farm and his/her best estimate of the overall demand for the sites. License sites will require approval from the Board of Selectmen.

7. Following receipt of the acceptable and complete license application, the Board of Selectmen shall establish a public hearing date. At least fourteen (14) days prior to the hearing the Board shall take necessary action to publish a legal notice before the hearing in a newspaper with local distribution. In addition, a hearing notice shall be posted at the Town Hall and two other places in Truro.

8. The license permit application may be subject to review by the Harbor Master Shellfish Constable, the Shellfish Advisory Committee and by the Truro Conservation Commission,

9. The Board of Selectmen shall hold a public hearing and either tentatively approve or deny the license.

A. If the license site has been inactive for a period of more than two years the Harbor Master Shellfish Constable shall make an inspection of the license area together with the Division of Marine Fisheries which shall prepare a written report on the standing shellfish within the license area in order to determine productivity of the site

B. If the license is approved, the Selectmen shall issue a license permit and license number in accordance with established regulations. Final location of the license is subject to decision by the Board.

10. In the event that an applicant is approved for a license, the initial period will be for two (2) growing seasons and expire on the 31<sup>st</sup> of December following the second growing season. The license holder shall comply will all Federal, State and Town regulations while holding the license. The license holder shall provide information related to activity on the license site at least annually. License renewals following the initial period may be applied for at anytime during year two. Established license holders with a five year period may apply for renewal at anytime during years four or five of the license period. License renewals following the initial two year period may be made for a period of five year period. In order to be reviewed and considered for renewal, the license holder must have complied with all of the following four items:

- a) All Town fees paid in full
- b) Compliance Bond must be current and in full force
- c) Evidence of Propagation Permit from DMF
- d) Compliance with Annual Activity Report Submission

If the license holder fails to comply with any or all of the items listed above, the license renewal will not be recommended by the Shellfish Advisory Committee or Harbor Master Shellfish Constable. All renewals shall be subject to approval by the Board of Selectmen with recommendations by the Harbor Master Shellfish Constable.

11. Annual reporting shall be completed on forms provided by the Harbor Master Shellfish Constable to each license holder on or before December 31 of each year for the previous year's effort. Within a reasonable amount of time, the Harbor Master Shellfish Constable shall review the license report submitted by the license holders and submit a copy of said report to the Board of Selectmen. The license holder shall produce documents at the request of the Harbor Master Shellfish Constable Harbor Master Shellfish Constable showing shellfish purchase and sales slips.

12. Each license shall be reviewed annually by the Board of Selectmen and the Harbor Master Shellfish Constable involving a review of the license holder's yearly production report. If it cannot be shown by the license holder that a reasonable amount of shellfish has been produced on the license area during the preceding year the license may be deemed forfeited by the Board of Selectmen. As a minimum for the purposes stated a reasonable amount shall not be less than the statutory requirements as set forth by Section 65 of MGL Chapter 130. Applicant shall be responsible for state reports.

## **REQUIREMENTS**

13. Licenses shall not be transferred or sublet; the license is to be worked by the license holder and immediate family; exceptions may be permitted for reasons of hardship. Employees of the license holder may be permitted to conduct aquaculture operations with the permission of the Harbor Master Shellfish Constable .
14. It is the responsibility of the license holder to comply with all relevant sections of the General laws; Division of Marine Fisheries regulations and the Department of Public Health regulations regarding handling transport and sale of shellfish grown on the license site including permits for possession of seed and sale and processing as described in 105 CMR 533 and 322 CMR 15.
15. It shall be unlawful for the license holder to take seed shellfish from any waterway in the Town of Truro without written permission from the Board of Selectmen. {Amended 05-22-13}
16. It shall be unlawful for any license holder to transfer to or from the licensed site any contaminated shellfish. Any Shellfish transferred to a licensed site must come from the hatcheries certified by the Division as disease- free.
17. The Town Harbor Master Shellfish Constable shall be notified prior to any transfer of shellfish, stating that the location and name of the company from which the shellfish are purchased, the date of the transfer and proof of certification.
18. The Town of Truro reserves the right to obtain samples of any shellfish from the license area for the purpose of certified testing for disease.
19. The Harbor Master Shellfish Constable shall have authority to inspect the license area including the contents of all boxes or other containers at any time.
20. The license holder shall assume liability for all boxes, racks, etc. used in shellfish farming. If any boxes, rack, etc. are moved by a storm or other event to a location off the licensed site, it shall be the responsibility of the license holder to remove it. If within three weeks the license holder has not complied with this requirement, the Town, through the Harbor Master Shellfish Constable may cause such boxes, racks, etc. to be removed and may bill the license holder. For purposes of identification, each box, rack, etc. used by the individual license holder shall bear the Truro Aquaculture license site number. When a license is discontinued or terminated for any reason, the license holder shall be required to remove all boxes, racks, pens, boundary markers, etc. from the waters and substratum within thirty (30) days of the license expiration date. Any and all equipment not removed within thirty (30) days may be recovered by the Town through the Harbor Master Shellfish Constable at the license holder's expense.
21. License holders shall be responsible for affixing permanent markers to the four corners of their licensed site after the license is issued. Each marker shall display the number of the license site, as prescribed by the Board in compliance with the statutory requirements.

22. Inasmuch as this ADA lies within a Critical Habitat area for marine mammals all floating gear which is affixed to the bottom shall be in compliance with the provisions and requirements of the Massachusetts Division of Marine Fisheries. This shall include marker buoys, and their attachment lines. There shall be compliance with any Department of Marine Fisheries or NOAA Regulations promulgated in the future to further the goals of the Federal Marine Mammal Protection Act.

23. A five foot long sleeved enclosure shall be installed immediately below the buoy on any permanent mooring line and marker buoy lines (not gangions) to prevent entanglement with sea turtles between May 15<sup>th</sup> and December 31<sup>st</sup>.

24. For retrieving fixed gear on bottom one line per acre with a 600 lbs. breakaway link or ROABS (ropes of appropriate breaking strength per ALWTRP) to shellfish bags, cages, or containers at the shallowest depth of the lease for the purposes of retrieving marketable product.

25. An area of twenty five (25) feet inside the perimeter of the license site abutting another site shall remain unobstructed for passage of others.

26. Should license boundary disputes arise among license holders, they shall first take their dispute to the Harbor Master Shellfish Constable for resolution. Should this prove unresolved, the Board of Selectmen may require an engineered survey of the licenses in question. Such survey would be performed at the license holder's expense.

27. No persons may moor a vessel within twenty-five (25) feet, at rest, of a licensed site area.

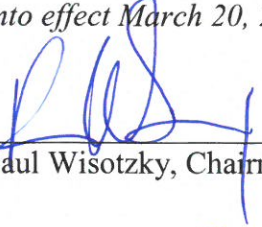
### **FEES**

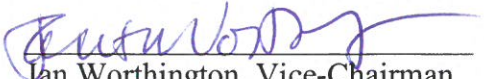
28. A \$25 application fee for the public hearing shall be payable at the time of submission of the application to the Board.


29. A fee of \$25 per acre or part thereof shall be payable at the time of license approval. An annual license fee of \$25.00 per acre shall be paid by the license holder, payable on or before January 1<sup>st</sup> of each year thereafter. If the fee is not paid within 6 months after it is due, the license shall be deemed forfeited.


30. The license holder shall post a Compliance Bond for the licensed area or part thereof to ensure compliance with Section 20 regulations. The bond amount shall be \$10,000.00 for licensed areas ranging from one to five acres. In the event a license holder has a licensed area in excess of five acres; the bond amount shall be increased to \$20,000.00. The license holder shall provide the Town of Truro a fully executed Surety Rider naming the Town as the Obligee. {Amended July 14, 2015}

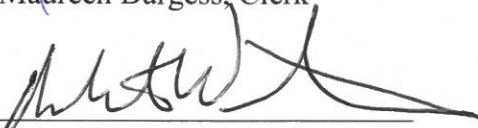
*Submitted for consideration by Truro Shellfish Advisory Committee, February 21, 2012. Went into effect March 20, 2012; amended May 22, 2013; amended April 8<sup>th</sup>, 2014; July 14, 2015*

  
Paul Wisotzky, Chairman

  
Jan Worthington, Vice-Chairman

  
Maureen Burgess, Clerk

  
Jay Coburn

  
Robert Weinstein

Town of Truro Board of Selectmen





# TOWN OF TRURO

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

## ANNUAL AQUACULTURE LICENSE REPORT

~~ABA~~ GRANT LOCATION: # 1

MGL Chapter 30, Section 65 requires each license holder to submit an oath, on or before December 31 of each year, a report of the total number of shellfish planted, produced or marketed during the preceding year, and an estimate of the total number of each kind of shellfish at the time of such report planted or growing thereon.

Amount and kind planted: 100,000 Field Plant Fisheries land  
500,000 2mm Triploid Mook Sea Farm  
Amount and kind harvested: 200,000 Caught off Hats  
86,000

Amount and kind currently on site: 900,000 From this year 100% Regal and  
Just Sub legal

Signature of Grant Holder Dan P. [Signature]

Date: 12/7/2015



# TOWN OF TRURO

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

## AQUACULTURE LICENSE

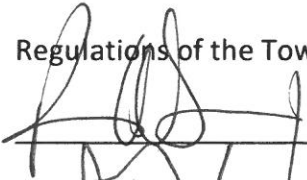
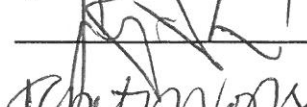
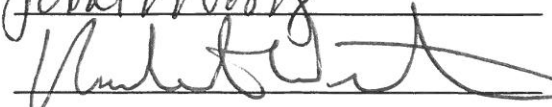
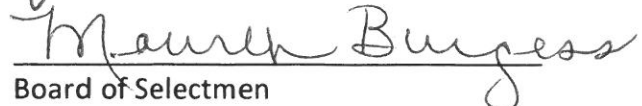
Number 1

We, the Truro Board of Selectmen, in accordance with the provisions of Chapter 130 of the General Laws, and all other powers thereto enabling, do grant to Dana Pazolt of Truro, Massachusetts, for the term of two years, beginning August 26, 2014 a license to plant, grow, cultivate and harvest shellfish at all times during the term of this license in and upon the flats and waters situated in Cape Cod Bay, on a certain parcel of land bounded and described as follows:

*Located offshore from 654 Shore Rd, an acre of Intertidal land within the Intertidal land owned by the Sea Gull Trust at 42° 03.455' + 070° 08.757' at the South East Corner, 42° 03.461' + 070° 08.783' at the Southwest Corner, 42° 03.512' + 070° 08.739' at the North West Corner, 42° 03.503' + 070° 08.716' at the North East Corner and running parallel to the shore East from the Provincetown / Truro town line.*

The above described parcel contains an area of 1 acre(s), more or less, and is shown on a plan entitled/dated Sketch plan of Land in Truro, Massachusetts prepared for the Seagull Trust, dated November 15, 1991.

This license is granted under the provisions of MGL Chapter 130 and in accordance with the Aquaculture Regulations of the Town of Truro, which are made a part hereof by reference.

  
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\_\_\_\_\_  
Maurice Burgess

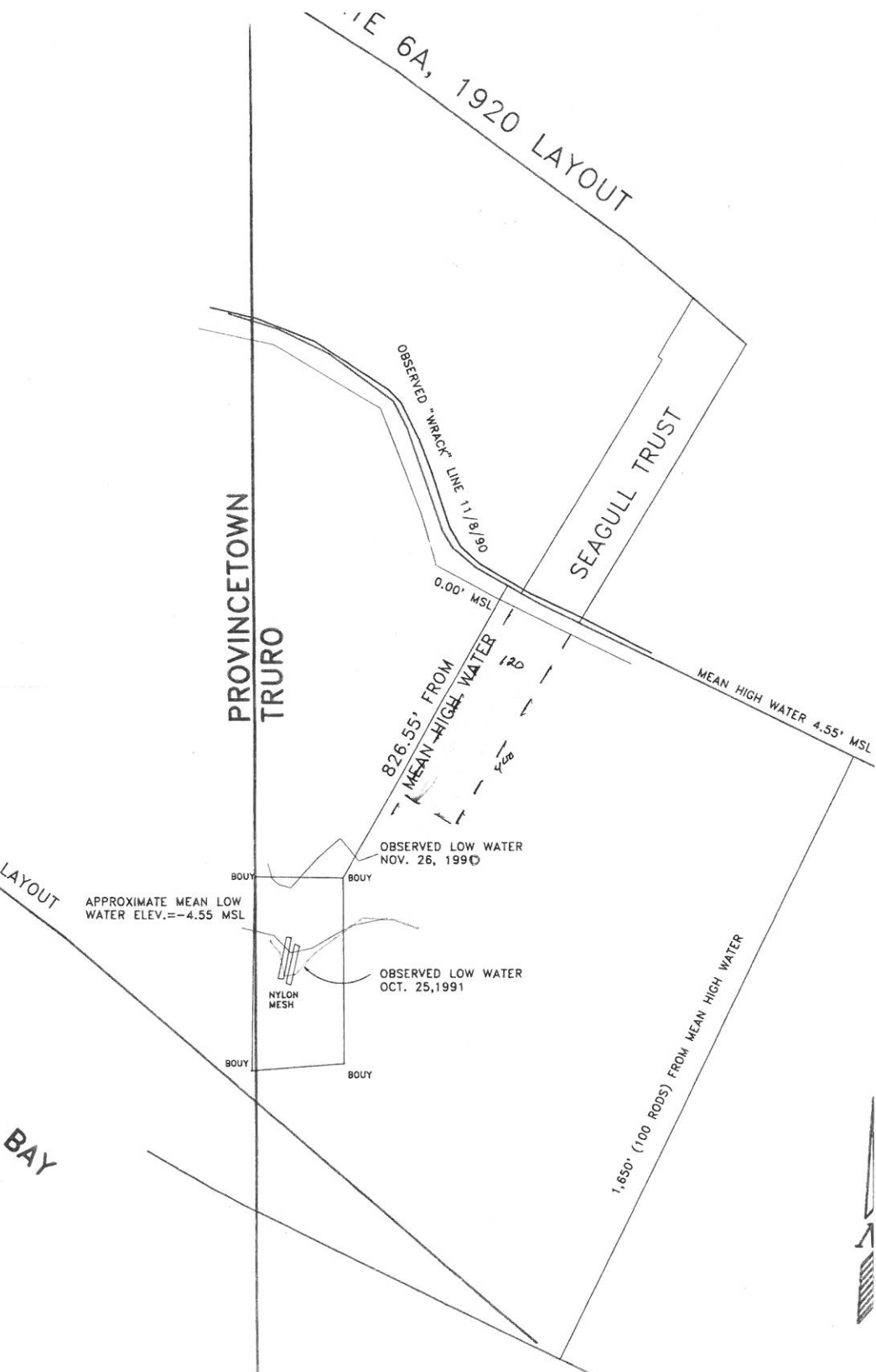
Board of Selectmen  
Town of Truro

August 27, 2014  
Date











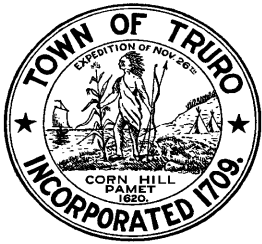
# TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

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

## 6. CONSENT AGENDA

- A. Review/Approve and Authorize Signature:
  - 1. Letter In Support of Innovative/Alternative Septic System Technology Pilot Funding in the Economic Development Bill
- B. Approval of Common Victualer License for Babe's Bakery Inc, 69 Shore Road
- C. Review and Approve Regular Board of Selectmen Minutes – July 26, 2016



# TOWN OF TRURO

## Board of Selectmen Agenda Item

**DEPARTMENT:** Health

**REQUESTOR:** Pat Pajaron, Health/Conservation Agent & Truro Representative to the Cape Cod Water Protection Collaborative Governing Board

**REQUESTED MEETING DATE:** August 9, 2016

**ITEM:** Review Letter of Support for Funding the Development of an Innovative/Alternative Septic System Technology

**EXPLANATION:**

Innovative/Alternative (I/A) Septic Systems have been installed across Barnstable County as a means to reduce nitrogen output on a case-by-case basis. I/A systems are much more complex and costly than standard onsite septic systems, and as such require that the mechanical components be maintained and sampling be conducted on a quarterly or semi-annual basis.

Over the past year, the County Health Department has been conducting research on passive alternative means of removing nitrogen from wastewater in onsite septic systems using a carbon source (wood chips or sawdust). The County received support from DEP (319) and the Cape Cod Commission (through funds provided by DEP under the 208 work).

Funding will allow the County Health Department to evaluate these systems under the MassDEP piloting process which involves installing these systems on real properties, conduct field testing, and technical evaluation to demonstrate that the technology can function effectively under the physical and climatological conditions at the pilot sites and whether the system can provide environmental protection equivalent to a conventional Title 5 system. This system can potentially provide property owners with a low cost alternative while achieving nitrogen reduction in environmentally sensitive areas.

**FINANCIAL SOURCE (IF APPLICABLE):** \$300,000 available through state funding

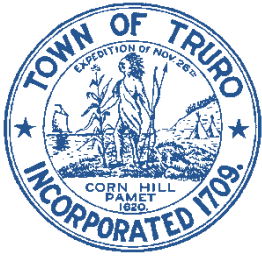
**IMPACT IF NOT APPROVED:**

**SUGGESTED ACTION:** *MOTION TO approve the Letter of Support for submission to Governor Baker and to authorize the Chair to sign the letter.*



**ATTACHMENTS:**

1. Letter to Honorable Governor Charles Baker, Dated August 9, 2016
2. Summary Sheet entitled "Does Sawdust Have a Role in Saving Cape Cod's Bays?" from Barnstable County Health and Environment



# TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

**Office of the Board of Selectmen**

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

August 9, 2016

The Honorable Charles D. Baker, Governor  
State House  
Boston, MA 02133

RE: Economic Development Bill

Dear Governor Baker,

We are writing to you today to respectfully request your support for funding the development of an innovative and inexpensive septic system technology that was included in the final economic development bill now on your desk. You have been a great supporter of Barnstable County through the 208 water quality planning process and your support for the piloting of the innovative septic system described in line item 7002-8018 is of the utmost importance to the region. This item allocates \$300,000 to enable real world testing of an innovative and inexpensive septic system technology that may radically lower the cost of water quality compliance on Cape Cod and elsewhere.

Barnstable County is investigating, through its Department of Health and Environment, a passive low energy sustainable technology that uses sawdust and other wood waste and byproducts to remove nitrogen from wastewater emanating from onsite septic systems. This non-proprietary modification to standard Title 5 design features offers promise a low-cost way to mitigate the pollution from nitrogen in wastewater and help restore impacted marine resource areas including shellfishing, fishing and recreational areas.

Successful deployment of this technology benefits the local economy by radically reducing costs and enabling smaller engineering, design and installation companies to be the focal point of implementation, providing a consistent and long-term economic opportunity for our small business based local economy. These funds would be a critical component of an implementation strategy that lowers costs at the homeowner, town and state levels over the long term.

For the purpose of properly vetting the technology for the Commonwealth and moving it through a proper environmental permitting process, funds will be used to:

- Provide a partial subsidy for homeowners to allow the placement of twelve systems at residences with focus on nitrogen-vulnerable areas where the technology results can most immediately be determined;
- Monitor the systems on a monthly basis for one full year for the purpose of validating the efficacy of the technology;
- Prepare the design guidance and documents so that the Commonwealth's Department of Environmental Protection can accept and incorporate the design guidance into their policies and/or future regulations.

Thank you for your consideration of our request. We greatly appreciate all you have done thus far to support the region's efforts to restore water quality in our coastal waters.

Very truly yours,

Paul C. Wisotzky, Chair  
Board of Selectmen

# DOES SAWDUST HAVE A ROLE IN SAVING CAPE COD'S BAYS?



*With funding from various sources, staff at the Massachusetts Alternative Septic System Test Center (MASSTC) (operated by the Barnstable County Department of Health and Environment) have been experimenting with a simple technique of layering soil mixed with wood byproduct (sawdust, woodchips) beneath a standard soil treatment area (STA; alternately known as soil absorption system or leaching field) in order to reduce nitrogen loading. The principle is fairly simple. Components of a standard STA generally convert the ammonia-nitrogen in septic tank effluent into nitrate, which is then leached into the groundwater where it can contribute to the over-production of algae and consequent eutrophication of our bays and estuaries. If the percolating nitrate-laden effluent can be first directed through a layer of sawdust matrix and certain conditions are maintained before it reaches the groundwater, then the nitrate can be reduced to harmless nitrogen gas (denitrification) and vented to the atmosphere. The focus of our study has been to research simple and inexpensive ways to produce the sequential conditions necessary to complete the above-described process.*

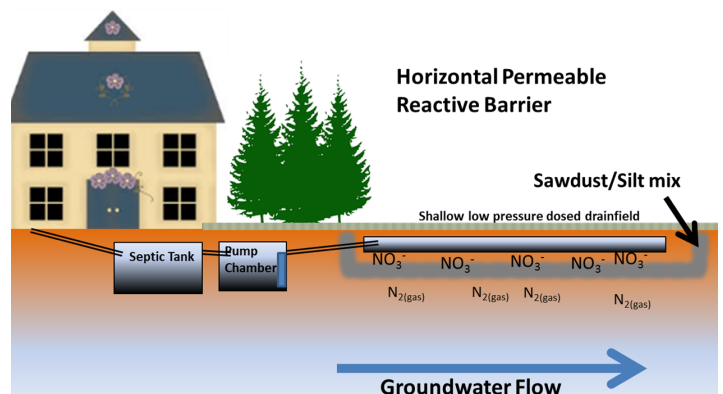
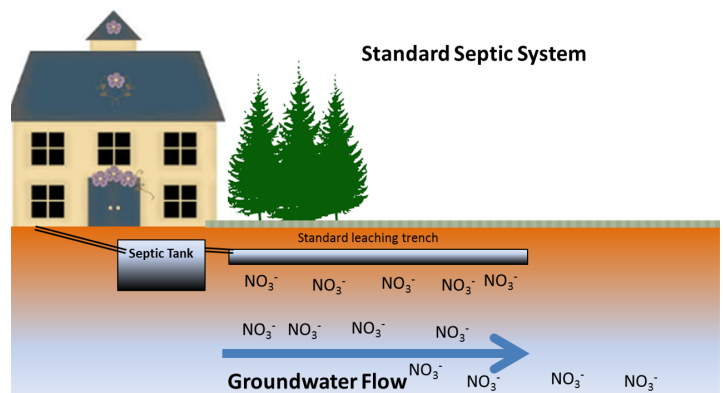
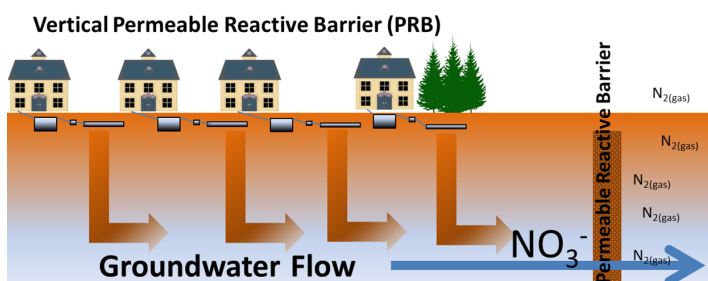
## Background

The present study mimics well-known principles (illustrated here) to determine whether various configurations of sawdust in an STA can be used as a carbon source to support denitrification. For example, the Nitrex™ system, a proprietary in-tank system, uses woodchips held in an anoxic condition following advanced treatment, thereby removing a high percentage of nitrate from wastewater. Vertical reactive barriers (alternately called permeable reactive barriers or PRBs) have been used to mitigate nitrate by placing a wall of woodchips as a permeable barrier that extends beneath the water table down-gradient to a groundwater plume containing nitrate. This causes a reduction of nitrate to nitrogen gas as the plume passes through the barrier. The reactive zone containing woodchips provides carbon and the anoxic conditions necessary for denitrification.

The Florida State Department of Health recently invested millions of dollars in the Florida Onsite Sewage Nitrogen Removal Strategies (FOSNRS) to see if this same principle of using wood byproduct as a carbon source to facilitate denitrification could be incorporated into individual onsite wastewater treatment systems (OWTS). They found greater than 85% removal could be achieved in the STA if it was modified with layers of sawdust. Their configurations, however, still had some complexities that translated to higher costs.

## Our Research

After an extensive review of the FOSNRS data and discussions with the investigators that conducted it, plus a review of other related publically funded projects, MASSTC staff sought to adapt those same techniques to Cape Cod's predominantly sandy geological landscape. There were some fundamental changes that were necessary as revealed by a series of soil column experiments (small simulated STAs); however, these indicated changes seemed feasible.



*An added benefit of the shallow leachfields used in all designs is the ability to support lush lawn growth, thus avoiding the need for fertilizer or additional water.*



*The demise of many oak trees on Cape Cod due to damage inflicted by the crypt gall wasp may result in the increased availability of sawdust that can be used in all of the denitrification designs being tested.*



The placement and testing of full-scale systems at MASSTC are currently underway using two modifications of the Florida designs mentioned, as well as one that mimics experiments conducted in the early 1990's by University of Waterloo Professor Will Robertson. The latter effort, illustrated above, introduces the same basic principle as the vertical reactive barrier, but places the barrier in a horizontal configuration directly below the leaching component to intercept the nitrate-laden percolate (a standard septic system configuration is also illustrated above for comparison).

We are working with researchers in Florida, Rhode Island and Suffolk County, New York in the hopes of developing a non-proprietary design that optimizes nitrogen removal in an STA. The goal is to have total excavations (STA and sawdust-soil layer) not exceed four feet. The one complexity of our designs is the requirement of a low-pressure dosed (LPD) septic tank effluent distribution system, which is needed to disperse the septic tank effluent evenly across the STA using a pump and small diameter (one-inch) pipe. Alternately, a drip dispersal unit could be used at an increased expense.

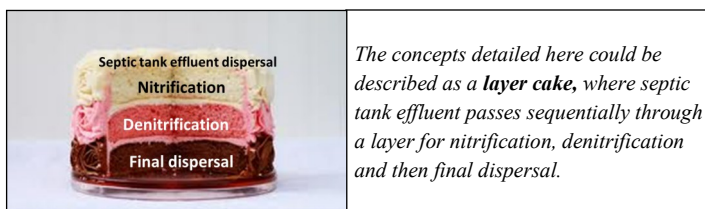
The preliminary first year results from our designs are promising, suggesting that at least 50% and up to 90% nitrogen removal occurred in the first year of the test. We will be watching closely as winter ensues and biological systems tend to exhibit a slowdown in their performance due to cold weather. Testing of these designs will continue for a period of at least two years at MASSTC.

Although the full-scale systems at MASSTC are tested using real wastewater from residential housing and at full design capacity, the final step will be to monitor their performance in actual homeowner situations. Recently, the Barnstable County Department of Health and Environment partnered with the Buzzards Bay Coalition, the University of Rhode Island and Florida investigators in a proposal to the US EPA that combines home testing, data validation, design manual compilation and investigation of permitting issues and regulatory agency concerns.

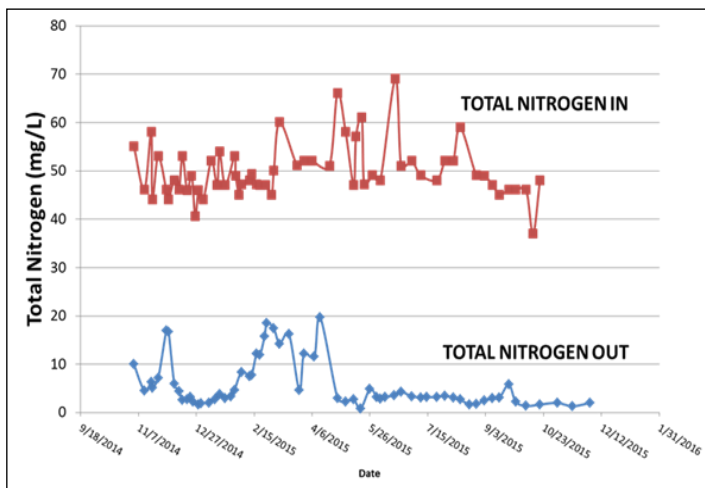
### Cautiously Optimistic

While initial small-scale and large-scale experiments look promising, there are still a number of aspects of our system design that need to be validated. The team of experts contributing to this project includes top practitioners in the field of onsite

septic systems. One investigator, Damann Anderson, is a lead researcher from FOSNRS study who is presently working with the Suffolk County effort to validate the layering strategy. We are also actively collaborating with The Laboratory of Soil Ecology and Microbiology (LSEM) and The New England Onsite Wastewater Training Center (NEOWTC) at the University of Rhode Island. The LSEM, under the guidance of lead scientist Jose Amador, has conducted landmark research on the impacts of climate change on OWTS performance. George Loomis, the Director of the NEOWTC, has been instrumental in completing design guidance documents for non-proprietary OWTS technologies that have been accepted by Massachusetts, Vermont, and Rhode Island; a skill that will prove invaluable for maneuvering through regulatory codes and policy.



*The concepts detailed here could be described as a **layer cake**, where septic tank effluent passes sequentially through a layer for nitrification, denitrification and then final dispersal.*



*Results from one of the three designs being tested at the Massachusetts Alternative Septic System Test Center*

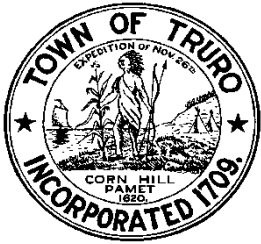
**For more information on this project and the various research efforts, contact:**

**George Heufelder, M.S., R.S.**

**Barnstable County Department of Health and Environment**

**Email: [gheufelder@barnstablecounty.org](mailto:gheufelder@barnstablecounty.org)**

**Web: [www.barnstablecountyhealth.org](http://www.barnstablecountyhealth.org)**



# TOWN OF TRURO

## Board of Selectmen Agenda Item

**DEPARTMENT:** Licensing Department

**REQUESTOR:** Noelle Scoullar, Executive Assistant

**REQUESTED MEETING DATE:** August 9, 2016

**ITEM:** Approval of 2016 Common Victualer License –Babe’s Bakery Inc.

**EXPLANATION:** The approval of Babe’s Bakery Inc. Common Victualer license is under the authority of the Board of Selectmen as Local Licensing Authorities. When the license is approved for renewal, the license will be issued only upon compliance with all regulations and receipt of the necessary fees. The Health Department Food Service licenses have been approved by the Health Agent.

1. *There were no reported issues with Babe’s Bakery Inc.*

Mass General Law	Licenses & Permits Issued by Board of Selectmen	Names of Businesses
Chapter 140 § 2	<b>Common Victualer</b> (Cooking, Preparing and Serving food)	<b>Babe’s Bakery Inc.</b>

**FINANCIAL SOURCE (IF APPLICABLE):** N/A

**IMPACT IF NOT APPROVED:** The applicant will not be issued their 2016 Common Victualer to operate at Babe’s Bakery Inc.

**SUGGESTED ACTION:** *MOTION TO approve the 2016 Common Victualer License for Babe’s Bakery Inc. upon compliance with all regulations and receipt of the necessary fees.*

**ATTACHMENTS:**

1. Renewal Application 2016 for Babe’s Bakery Inc.



# TOWN OF TRURO

## BUSINESS LICENSE APPLICATION ADMINISTRATION OFFICE

Main Floor Town Hall • P.O. Box 2030  
24 Town Hall Rd • Truro, MA 02666

Tel: 508-349-7004 Extensions: 10 or 24 Fax: 508-349-5505



**NO BUSINESS MAY OPERATE WITHOUT A VALID LICENSE ON THE PREMISES**

The undersigned hereby applies for a License to conduct business in the Town of Truro in accordance with the Statutes of the Commonwealth of Massachusetts and subject to the Rules and Regulations of the Licensing Authorities.

Please check the appropriate box that best describes the license type (s) being applied for:

Business Request	License Type	Hours of Operation
<input type="checkbox"/> New Application	<input checked="" type="checkbox"/> Common Victualer (Food)* <i>See Health Department</i>	<input type="checkbox"/> Annual License
<input checked="" type="checkbox"/> Renewal – No Changes	<input type="checkbox"/> Transient Vendor (Retail)	Number of Days Open:
<input type="checkbox"/> Renewal – Change (s)	<input type="checkbox"/> Peddler/Mobil Lunch Cart* <i>See Health Department</i>	Hours            AM            PM
<input type="checkbox"/> Transfer of License	<input type="checkbox"/> Entertainment License <i>Complete Entertainment Application</i>	<input checked="" type="checkbox"/> Seasonal License
<input type="checkbox"/> Name Change	<input type="checkbox"/> Lodging House	Number of Days Open: 90
<input type="checkbox"/> Manager Change	<input type="checkbox"/> Alcohol License <i>Complete ABCC Application</i>	Opening Date: 08/01/16
<input type="checkbox"/> Location Change	<input type="checkbox"/> Innholder	Closing Date: 10/30/16
<input type="checkbox"/> Seasonal to Annual	<input type="checkbox"/> Taxicabs	Hours 7            AM 10            PM
<input type="checkbox"/> Annual to Seasonal	<input type="checkbox"/> Other	<input type="checkbox"/> Change of Hours
<input type="checkbox"/> Extension of Premises		<input type="checkbox"/> Other

Other information please describe \_\_\_\_\_

**APPLICANT INFORMATION**

Name of Applicant Veruschka Boespflug

Name of Business/Corporation/Partnership Babe's Bakery Inc

Business Location 69 Shore Rd N Truro  
*Truro Street Address*

Mailing Address of Business PO BOX 352 North Truro MA 02652  
*Please use preferred mailing address for any Town Correspondence*

Business Contact Information [REDACTED]  
*Business Number/Cell Number/Email Address*

Name of Manager veruschka Boespflug / Terrence Johnson  
*Please Print*

Manager Contact Information \_\_\_\_\_

Cell Number/Email Address \_\_\_\_\_

Manager's Mailing Address PO BOX 352 N Truro 02652 \_\_\_\_\_

FEIN Business Number \_\_\_\_\_

Food Vendor Drivers' License # NA

Vehicle Registration # NA

**CHECKLIST-Please provide the following items if not provided to the Health Department.**

- RESTAURANTS- See Health Department Application
- FIRE PROTECTION SYSTEMS ANNUAL TEST REPORT
- IF YOU HAVE EMPLOYEES- Provide Workers Compensation Affidavit **AND** Certificate of Insurance
- IF YOU DO NOT HAVE EMPLOYEES- Provide Workers Compensation Affidavit **ONLY**
- IF SELLING ALCOHOL FOR CONSUMPTION ON PREMISE
  - Provide Liquor Liability Insurance
  - Provide Current Building and Fire Certificate of Inspection
  - TIPS Server Training Certificates for Servers
- Mobil Food Unit-Attach State Hawker Peddler License
- Ice Cream Truck-Complete CORI Form and Permit to Engage in Ice Cream Vending (MGL 270 §25)
- Business Certificate with the Clerk's Office-*A Business Certificate is commonly referred to as a d/b/a or "Doing Business As" form. Its purpose is primarily for consumer protection and is considered a public record. Pursuant to M.G.L. Chapter 110, section 5, a person must file a business certificate when conducting business in Truro under any title (business name) other than the real name of the individual, partnership, or corporation. (Note: Certain exemptions to filing are allowed under section 6: a corporation doing business as its true name; a legal partnership is doing business under any title which includes the true surname of any partner; certain other exemptions exist for trusts and limited partnerships.)*

**ATTESTATION**

Pursuant to M.G. L. Ch. 62C, sec. 49A, I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid all local state taxes required under law and the information I have provided is true and accurate. Any misstatement in this application, or violation of state or applicable town bylaws or regulations, shall be considered sufficient cause for refusal, suspension or revocation of the license.

Veruschka Boespflug

Print Name

veruschka  
boespflug

Signature of Applicant

Digitally signed by veruschka boespflug  
DN: cn=veruschka boespflug, o, ou,  
email=veruschka@yahoo.com, c=US  
Date: 2016.07.08 12:57:49 -0500'

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

TOWN OF TRURO  
Administration Office ♦ Main Floor Town Hall  
24 Town Hall Rd ♦ PO Box 2030  
Truro, MA 02666

-----Office Use Only-----

- Payment Received
- Health Agent or Board of Health Approval    Board of Selectmen Meeting Date for Approval \_\_\_\_\_





**TRURO FIRE RESCUE**  
Truro Public Safety Facility  
344 Route 6 Truro, MA 02666

FIRE PROTECTION SYSTEMS  
ANNUAL TEST REPORT

BUSINESS NAME: BAIZE'S RESTAURANT

OWNER/MANAGER: VERUSCHKA BOESPFLUG

ADDRESS: 69 SHORE RD N. TRURO MA 02652

PHONE #: [REDACTED] NUMBER OF UNITS: 1

CONTACT PERSON: VERUSCHKA BOESPFLUG

ADDRESS: 67 SHORE RD N-TRURO [REDACTED]  
MA 02652

TESTING COMPANY: Carter Kane Electricians

TESTING ELECTRICIAN/TECHNICIAN: Carter Kane

COMPANY PHONE #: 508 349 6283 HOME PHONE #: [REDACTED]

LICENSE #: 36076 E

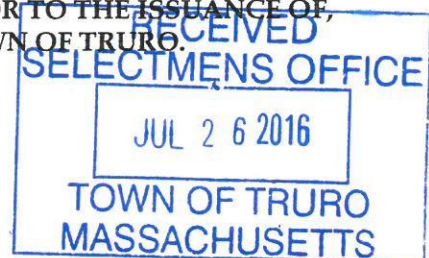
The fire protection system (s) including, but not limited to, (Sprinkler Systems) (Range Hood Systems) (Fire Extinguishers) (Type I II III Fire Alarm Systems) (C.O. Detectors) at the above mentioned business address, were tested, (CERTIFIED) the add parts of the systems, were found to be, or corrected to be, fully operational.

COMMENTS: Tested all smokes + Emergency Lights. All tested o.k.

DATE OF CERTIFICATION: 2/18/16 BY: Carter Kane

Signature of Licensed Electrician

THIS REPORT MUST BE FILLED OUT AND SUBMITTED, PRIOR TO THE ISSUANCE OF, OR RENEWAL OF A LICENSE TO OPERATE WITHIN THE TOWN OF TRURO.





The Commonwealth of Massachusetts  
 Department of Industrial Accidents  
 1 Congress Street, Suite 100  
 Boston, MA 02114-2017  
 www.mass.gov/dia

Workers' Compensation Insurance Affidavit: General Businesses.  
 TO BE FILED WITH THE PERMITTING AUTHORITY.

**Applicant Information**

**Please Print Legibly**

Business/Organization Name: Babe's Bakery Inc

Address: 69 SHore Rd

City/State/Zip: North Truro MA 02652 Phone #: [REDACTED]

<p><b>Are you an employer? Check the appropriate box:</b></p> <p>1. <input type="checkbox"/> I am a employer with _____ employees (full and/or part-time).*</p> <p>2. <input type="checkbox"/> I am a sole proprietor or partnership and have no employees working for me in any capacity. [No workers' comp. insurance required]</p> <p>3. <input checked="" type="checkbox"/> We are a corporation and its officers have exercised their right of exemption per c. 152, §1(4), and we have no employees. [No workers' comp. insurance required]**</p> <p>4. <input type="checkbox"/> We are a non-profit organization, staffed by volunteers, with no employees. [No workers' comp. insurance req.]</p>	<p><b>Business Type (required):</b></p> <p>5. <input type="checkbox"/> Retail</p> <p>6. <input checked="" type="checkbox"/> Restaurant/Bar/Eating Establishment</p> <p>7. <input type="checkbox"/> Office and/or Sales (incl. real estate, auto, etc.)</p> <p>8. <input type="checkbox"/> Non-profit</p> <p>9. <input type="checkbox"/> Entertainment</p> <p>10. <input type="checkbox"/> Manufacturing</p> <p>11. <input type="checkbox"/> Health Care</p> <p>12. <input type="checkbox"/> Other _____</p>
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\*Any applicant that checks box #1 must also fill out the section below showing their workers' compensation policy information.  
 \*\*If the corporate officers have exempted themselves, but the corporation has other employees, a workers' compensation policy is required and such an organization should check box #1.

**I am an employer that is providing workers' compensation insurance for my employees. Below is the policy information.**

Insurance Company Name: \_\_\_\_\_

Insurer's Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Policy # or Self-ins. Lic. # \_\_\_\_\_ Expiration Date: \_\_\_\_\_

**Attach a copy of the workers' compensation policy declaration page (showing the policy number and expiration date).**

Failure to secure coverage as required under Section 25A of MGL c. 152 can lead to the imposition of criminal penalties of a fine up to \$1,500.00 and/or one-year imprisonment, as well as civil penalties in the form of a STOP WORK ORDER and a fine of up to \$250.00 a day against the violator. Be advised that a copy of this statement may be forwarded to the Office of Investigations of the DIA for insurance coverage verification.

**I do hereby certify, under the pains and penalties of perjury that the information provided above is true and correct.**

\*Signature: [Signature] Date: 07/27/2016

Phone #: 508-487-7457

**Official use only. Do not write in this area, to be completed by city or town official.**

City or Town: \_\_\_\_\_ Permit/License # \_\_\_\_\_

Issuing Authority (circle one):  
 1. Board of Health 2. Building Department 3. City/Town Clerk 4. Licensing Board 5. Selectmen's Office  
 6. Other \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone #: \_\_\_\_\_

# DRAFT

**Truro Board of Selectmen Meeting  
Selectmen's Chambers Town Hall  
Tuesday, July 26, 2016**

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

**Present:** Town Manager Rae Ann Palmer

Paul Wisotzky called the meeting to order at 5:00 p.m.

## **BOARD APPOINTMENT**

The Selectmen interviewed applicant Peter Van Stratum for an Alternate vacancy on the Board of Health. Mr. Van Stratum explained his interest in joining the Board of Health.

Robert Weinstein moved to approve the appointment of Peter Van Stratum as an Alternate on the Board of Health for a one-year term expiring July 1, 2017. Janet Worthington seconded, and the motion carried 5-0.

## **BOARD OF SELECTMEN ACTION – *Presentation on Outer Cape Bike Trail Plan***

Martha Hevenor and Sarah Korjeff of the Cape Cod Commission and DPW Director Jay Norton, Truro representative on the Steering Committee, came forward to present a draft of the Outer Cape Bike and Pedestrian Master Plan. Martha Hevenor explained the partnership of the National Park Service, the Cape Cod Commission and the Outer Cape towns that had collaborated on the plan. Ms. Hevenor said they are now in the process of getting feedback and setting priorities with the Selectmen from Wellfleet, Truro and Provincetown. The draft plans showed the primary (spine) route from Wellfleet to Provincetown and listed secondary route proposals in Truro. Martha Hevenor explained the long term multi-use path planned for Rte. 6 and the interim secondary routes. Selectmen asked questions about the planned routes and expressed their concerns which included: the Mass DOT plan; the multi-use path; types of paving; pavement markings; use of Old County Rd., Depot Rd. and other roads that were not designed to accommodate the summer vehicular traffic; and signage.

Lauren McKean, Land Manager for the Cape Cod National Seashore, joined group and discussed responsibilities of the Park Service for the proposed routes within the Seashore. Chair of the Truro Bike & Walkways Committee Cathy Haynes also came forward and gave some further definition of primary routes vs. secondary routes. She said her committee will be making further recommendations to the Cape Cod Commission. Sarah Korjeff said that there will be more meetings with the public and the Town's before a final proposal is ready.

## **CONSENT AGENDA**

The Consent Agenda contained a number of items:

A. Review/Approve and Authorize Signature:

1. One Day Pouring Licenses for Pamet Harbor Yacht Club, 7 Yacht Club Rd - 8/6 & 8/27 and

Authorize the Vice-Chair to sign;

2. Event Notification Form and Letter for American Lung Association Annual Autumn Escape Bicycle Trek – 8/25;
3. Curb Cut Permit for 92 Castle Road;
4. Curb Cut Permit for 14 Whitmanville Road;
5. One Day Entertainment License for Payomet Performing Arts Center –Highland Center (7/31 & 8/14 Sundays);
- B. Excess Property – Truro Police Cruisers for Trade-in;
- C. Review and Approve the Bond Anticipated Note for Landfill Capping Project;
- D. Reappointments of Board/Committee/Commission Members;
- E. Review and Approve Regular Board of Selectmen Minutes for July 12, 2016, July 18, 2016;
- F. Review of Letter in Support of Rooms Tax Provision in the Economic Development Bill.

There were several adjustments Town Manager Rae Ann Palmer amended Item B as a request for only one Police cruiser trade in, the Dodge Charger. Robert Weinstein requested a better plan of the curb cut for 93 Castle Road before approving it, and Item A-3 was tabled. Robert Weinstein amended language in the July 18, 2016 minutes. Jay Coburn asked that Item A-2 be considered separately.

Chair Paul Wisotzky named and thanked the people who had been reappointed: Diane Messinger to Conservation Commission, Keven Kuechler to the Water Resources Oversight Committee, Michael Peters to the Truro Concert Committee and Alexandra MacDonald to the Commission on Disabilities.

Maureen Burgess moved to approve the consent Agenda without items A-2, A-3, with an amended item B and amended July 18, 2016 minutes. Jay Coburn seconded, and the motion carried 5-0.

Jay Coburn had safety concerns about the bike trek for the American Lung Association scheduled for August 25<sup>th</sup>, which was listed as Consent Agenda Item A-2. Rae Ann Palmer asked the Selectmen to table the item until she had received further clarification on the route and time line of the event.

### **SELECTMEN AND LIAISON AND TOWN MANAGER REPORTS**

Robert Weinstein had attended the Library Trustees latest meeting where an issue was raised about a medical situation that occurred and protocol for an individual who refused to go to the hospital. He suggested that a policy may be needed to cover Town for this type of situation. He also congratulated the Library staff for their well-attended summer programs.

During Maureen Burgess' Selectman Hours at the Transfer Station, she was questioned about the gypsy moths, about a differential tax rate for part-time residents, and about no lifeguards at Ballston Beach with a suggestion for spotters at that beach. She commented that she enjoyed meeting with the Part-time residents. Ms. Burgess had attended a School Committee meeting covering marijuana legalization, the three-tiered system of support for the literacy program, the number of students with individualized education plans, and a big budget item – work on the building. Herring River Restoration Committee's report is available online, she said. She also

had attended the 100<sup>th</sup> Anniversary of the National Park Service, held at the Truro Congregational Meeting House.

Paul Wisotzky held Selectmen's Hours at the Transfer Station with Lisa Tobia and Janet Worthington. He thanked the Transfer Station staff who always accommodate them, and he thanked Rae Ann Palmer and the staff for the successful event with the Part-time Residents.

Janet Worthington and Jay Coburn agreed with success of the meeting with the Part-time Residents. Jay Coburn offered some follow up suggestions: clarification of school budget with Special Education expenses pulled out and further exploration of tools to reduce the tax burden besides a proposal for residential tax exemption.

Town Manager Rae Ann Palmer discussed moving forward with negotiations for the offer of a scholarship endowment. Members of the Board are still interested, but would like an entity other than the Selectmen to be the administrators of the scholarship. Provided such a mechanism for moving forward is created, Rae Ann Palmer will bring the proposal to the next Selectmen's meeting for a vote. The Town Manager also reported that the chute for the recycling bin has been installed, and individual bins will be distributed to Transfer Station sticker holders.

#### **NEXT MEETING AGENDA**

Rae Ann Palmer and the Selectmen reviewed the anticipated agenda for Tuesday, August 9, 2016. The scholarship endowment, the 2017 Municipal Calendar, a Herring River Restoration presentation and the Transfer Station are agenda items planned at this time. On August 8, 2016 there will be a public forum to consider bylaws to protect the National Seashore District.

#### **ADJOURNMENT**

Jay Coburn moved to adjourn. Robert Weinstein seconded, and the motion carried 5-0. The meeting was adjourned at 6:24 p.m.

Respectfully submitted,

Mary Rogers, Secretary

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Paul Wisotzky, Chair

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Maureen Burgess

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Jay Coburn, Clerk

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Janet Worthington, Vice-chair

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Robert Weinstein

**Public Records Material for 7/26/16**

1. July 15, 2016 memo from Sarah Korjeff updating Bicycle and Pedestrian Master Plan
2. Application for One Day Pouring Licenses for Pamet Harbor Yacht Club, 7 Yacht Club Rd - 8/6 & 8/27
3. Event Notification Form and Letter for American Lung Association Annual Autumn Escape Bicycle Trek – 8/25
4. Curb Cut Permit for 92 Castle Road
5. Curb Cut Permit for 14 Whitmanville Road
6. Application for One Day Entertainment License for Payomet Performing Arts Center – Highland Center (7/31 & 8/14 Sundays)
7. Excess Property – Truro Police Cruisers for Trade-in
8. Bond Anticipated Note for Landfill Capping Project
9. Reappointments papers of Board/Committee/Commission Members
10. Letter in Support of Rooms Tax Provision in the Economic Development Bill