



**Truro Board of Selectmen
Joint Meeting with Truro Board of Assessors**

Tuesday, April 18, 2017

Executive Session Meeting - 4:30pm

Regular Board of Selectmen Meeting - 5:00pm

Truro Town Hall-24 Town Hall Rd-Truro

Executive Session: *Move that the Board of Selectmen enter into Executive Session under MGL Chapter 30 Section 21 Paragraph 3 to discuss strategy with respect to litigation with the Chair declaring that an Open Meeting may have a detrimental effect on the litigation position of the public body-Smith vs. Town of 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

- A. Review, Approve and Interview Peter Graham as Truro's Representative to the Provincetown Water and Sewer Board.
- B. Review, Approve and Interview applicants for Alternate on the Zoning Board of Appeals: Karen Tosh, Christopher Lucy, and Susan Areson.

4. TABLED ITEMS NONE

5. BOARD OF SELECTMEN ACTION

- A. Review/Discussion of Residential Exemption
Presenter: Rae Ann Palmer, Town Manager and Cathy Fryxell, Principal Assessor
- B. Review of Warrant Motions
Presenter: Chair-Paul Wisotzky
- C. Discussion of Truro Police and Immigration Enforcement
Presenter: Chief Kyle Takakjian

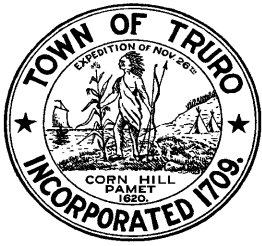
6. CONSENT AGENDA

- A. Review/Approve and Authorize Signature:
 - 1. *None*
- B. Review and Approve 2017 Seasonal Licenses: Jules Besch Stationers (Transient Vendor), North of Highland Camping Area, LLC (Transient Vendor and Pool Table License), Highland Links Golf Course (Transient Vendor and Common Victualer), and Terra Luna Restaurant (Common Victualer)
- C. Review and Approve One Day Entertainment Licenses for Truro Vineyards of Cape Cod
- D. Review and Approve Renewal of Aquaculture Development Area Licenses – Dana Pazolt, William and Cheryl Souza
- E. Review and Approve Gary Sharpless for full membership and Dana Pazolt as Alternate on the Shellfish Advisory Committee
- F. Review and Approve Board of Selectmen Minutes: March 21, 2017 (Work Session), and March 27, 2017 (Regular)

7. SELECTMEN REPORTS AND TOWN MANAGER REPORT

8. SELECTMEN COMMENTS

9. NEXT MEETING AGENDA: Wednesday, May 10



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administrative Department

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: April 18, 2017

ITEM: Appointment of Peter Graham to the Provincetown Water and Sewer Board

EXPLANATION: Peter Graham has submitted an application to serve as one of Truro's representatives to the Provincetown Water and Sewer Board.

SUGGESTED ACTION: MOTION TO *appoint Peter Graham as a representative to the Provincetown Water and Sewer Board for a three year term ending June 30, 2019.*

ATTACHMENTS:

1. Application to Serve-Peter Graham



TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

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

APPLICATION TO SERVE ON AN APPOINTED MULTI-MEMBER BODY

NAME: PETER GRANHAM HOME TELEPHONE: CELL [REDACTED]

ADDRESS: 1 CHICKADEE LN WORK PHONE: 17 11

MAILING ADDRESS: P.O. Box 856 E-MAIL: [REDACTED]

FAX: N/A MULTI-MEMBER BODY ON WHICH I WISH TO SERVE: 02652 [REDACTED]

SPECIAL QUALIFICATIONS OR INTEREST: TRURO REP ON PROVINCETOWN WATER & SEWER BOARD

5yrs CAPE COD COMMISSION REP

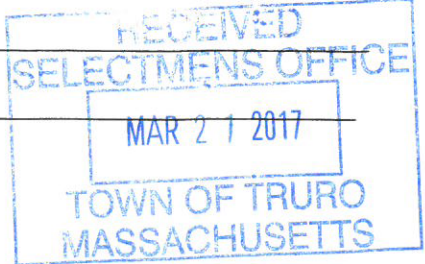
COMMENTS:

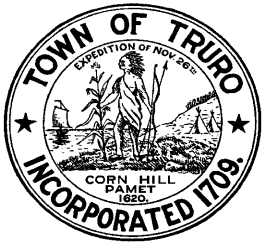
SIGNATURE: [Signature] DATE: 3/21/17

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

SIGNATURE: _____ DATE: _____

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





TOWN OF TRURO

Board of Selectmen Agenda Item

BOARD/COMMITTEE/COMMISSION: Zoning Board of Appeals

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: April 18, 2017

ITEM: Approval of Susan Areson, Chris Lucy or Karen Tosh for the Alternate position on the Zoning Board of Appeals.

EXPLANATION: At the March 14th Board of Selectmen's Meeting, the Alternate Zoning Board of Appeals member John Dundas, was approved for the full member vacancy. Currently there is an Alternate member vacancy on the Zoning Board of Appeals. Three Applicants are before the Board of Selectmen to be interviewed for the vacancy: Susan Areson, Chris Lucy, and Karen Tosh.

SUGGESTED ACTION: *Motion to appoint _____ to the one year Alternate position on the Zoning Board of Appeals.*

ATTACHMENTS:

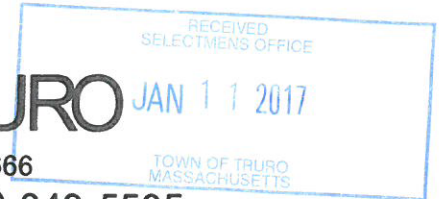
1. Application to Serve-Susan Areson
2. Application to Serve-Chris Lucy
3. Application to Serve-Karen Tosh



TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

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



APPLICATION TO SERVE ON AN APPOINTED MULTI-MEMBER BODY

NAME: Susan Aresen HOME TELEPHONE: [REDACTED]

ADDRESS: 2 Eric's Rd Truro WORK PHONE: —

MAILING ADDRESS: Box 65 Truro E-MAIL: [REDACTED]

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

SPECIAL QUALIFICATIONS OR INTEREST: communications - writing, editing, planning; conservation

COMMENTS: I am open to serving on any appointed board or committee that needs help.

SIGNATURE: _____ DATE: _____

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

SIGNATURE: _____ DATE: _____

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

Nicole Tudor

From: Rae Ann Palmer
Sent: Tuesday, March 28, 2017 8:34 AM
To: Nicole Tudor; Noelle Scoullar
Subject: FW: Areson applications

Rae Ann Palmer

Town Manager
Town of Truro
24 Town Hall Road
Truro, MA 02666
Phone: 508-214-0201



From: Susan Areson [REDACTED]
Sent: Thursday, March 16, 2017 6:04 PM
To: Paul Wisotzky
Cc: Rae Ann Palmer
Subject: Areson applications

Hi Paul,

This is to confirm our informal conversation that I want to apply for the open positions on the Pamet Harbor Commission and the Zoning Board of Appeals. I understand that the ZBA is for an alternate member.

I believe I can handle both of these responsibilities should you choose to appoint me. Please let me know if you need anything else or if you want me to come in for an interview.

As you see, I have copied Rae Ann Palmer on this note.

Thanks, Sue



TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

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

RECEIVED
SELECTMENS OFFICE
FEB 27 2017
TOWN OF TRURO
MASSACHUSETTS

APPLICATION TO SERVE ON AN APPOINTED MULTI-MEMBER BODY

NAME: CHRISTOPHER LUCY HOME TELEPHONE: [REDACTED]

ADDRESS: 16 GLACIER DRIVE WORK PHONE: [REDACTED]

MAILING ADDRESS: P.O. Box 944 E-MAIL: [REDACTED]

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

ZONING BOARD OF APPEALS

SPECIAL QUALIFICATIONS OR INTEREST: PLANNING BOARD MEMBER 2000-2002
SELECTMAN 2002-2011, SELECTMANS LIAISON TO BOTH THE ZBA
AND PLANNING BOARD 2002-2005(?), CLOSE ATTENTION
TO ZONING REGULATION FOR 17 YEARS

COMMENTS: FULL UNDERSTANDING OF THE ETHICS LAWS,
YEAR ROUND RESIDENT ABLE TO MAKE MEETINGS WITH
A VERY GOOD ATTENDANCE RECORD IN THE PAST,
I HAVE SPOKEN WITH THE CURRENT ZBA CHAIR WHO
URGED ME TO APPLY.

SIGNATURE: [Signature] DATE: 2/28/17

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

SIGNATURE: _____ DATE: _____

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

Agenda Item: 3B3
RECEIVED
SELECTMENS OFFICE
JAN 27 2017
TOWN OF TRURO
MASSACHUSETTS



TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

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

APPLICATION TO SERVE ON AN APPOINTED MULTI-MEMBER BODY

NAME: KAREN TOSH HOME TELEPHONE: [REDACTED]
ADDRESS: 24 Cooper Rd WORK PHONE: [REDACTED]
MAILING ADDRESS: P.O. Box 693/02666 E-MAIL: [REDACTED]
FAX: _____ MULTI-MEMBER BODY ON WHICH I WISH TO SERVE: _____

Barnstable Commission on Human Rights

SPECIAL QUALIFICATIONS OR INTEREST: I would like to be the
Truro representative on the Barnstable Commission
on Human Rights. I have been a lawyer
for almost thirty-six years, and a Truro

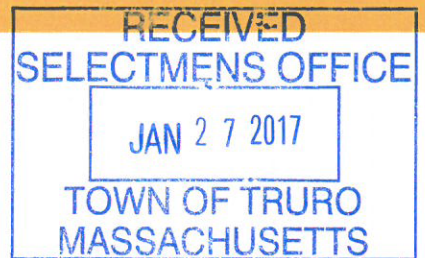
COMMENTS: resident for eighteen years.

SIGNATURE: Karen Tosh DATE: 1/27/17

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

SIGNATURE: _____ DATE: _____

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



KAREN TOSH

24 Cooper Road
Truro MA 02666

EXPERIENCE

- Thirty years of experience as a premier trial lawyer in Boston focusing on divorce & child custody
- Currently offering family law mediation on Cape Cod, and general legal services in Provincetown, Wellfleet and Truro
- Also, currently a licensed real estate broker with 3Harbors Realty, Truro

EDUCATION

University of Louisville, Brandeis School of Law, 1980

Murray State University, Murray, Kentucky, M.A. English, 1976

St. Mary's University, San Antonio, Texas, B.A. English, 1972

Massachusetts Licensed Real Estate Broker

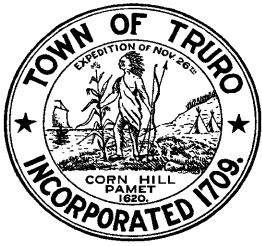
Harvard Program on Negotiation, 2001

Sixty hours of mediation training, 1995-2000

Collaborative law training, 1999

AWARDS AND ACKNOWLEDGEMENTS

- Certified fellow, American Academy of Matrimonial Lawyers, 1993-2014.
- Massachusetts Super Lawyer
- Naifeh and White, Best Lawyers in America in Family Law, 1993-present
- Martindale Hubbell "Av" rating since 1992
- Co-author with David Hoffman "Coaching from the Sidelines: Effective Advocacy in Divorce Mediation" 17 Massachusetts Family Law Journal 85 (1999)



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Assessor

REQUESTOR: Cathy Fryxell, Principal Assessor

REQUESTED MEETING DATE: April 18, 2017

ITEM: Discussion of Residential Exemption pursuant to MGL Ch. 59 S. 5C

EXPLANATION: Attached for your review and consideration are several documents that explain the process for approving and implementing a residential tax exemption. Also attached is a sample financial analysis. It is important to note that this analysis is based on the current tax rate and does not reflect the actual exemption and tax decrease/increase that will occur should the Board adopt the exemption.

The Residential Exemption is a local option which allows a community to shift the tax burden within the Residential Class to provide tax relief to residential properties that are the principal residence of the taxpayer. Upon initial approval of the Board of Selectmen, a notification of **POTENTIAL OR INTENT** could be sent to all primary residents explaining the process and identifying the required documentation that would be necessary to apply for it. By pre-qualifying taxpayers, this process would assist with financial planning and lead to more timely and accurate tax billing.

IMPACT IF NOT APPROVED: No additional tax relief for primary residents

SUGGESTED ACTION: *Motion to direct staff to prepare the materials and the financial analysis for the residential tax exemption in preparation for the Classification Hearing to be held in August or September.*

ATTACHMENTS:

1. The Residential Exemption Process
2. Residential Exemption Worksheet
3. Value-Tax Comparison

The Residential Exemption Process

The Pre-Qualification Process

- Beginning the process to pre-qualify taxpayers as soon as possible would be most helpful. Residential Exemption Applications could be mailed to potential primary residences, allowing them to gather the proper documentation required to meet the determined criteria.
- Once the applicants are determined to be qualified, the number of exempt properties can be used for analysis to determine the exemption value.
- If this exemption is adopted, successful pre-qualification would be considered a valid application allowing the exemption amount to be deducted from the 1st half tax bill.

Property Values

Once the property values are computed and entered on the State Form "Recap" Report, the Department of Revenue reviews and certifies that all properties are assessed at full and fair cash value.

After the values have been certified by the Department of Revenue, the Classification Hearing is scheduled.

The Classification Hearing

Every year as part of the Municipal Calendar, the Classification Hearing is held as an Open Meeting within a regularly scheduled Board of Selectmen meeting. There are four votes taken each year which determines how the Tax Rate is assessed across all parcels in Town.

- Classifying the Tax Rate,
- Open Space Discount,
- Small Commercial Exemption,
- Residential Exemption, which provides tax exemption to year round residents

This is the official adoption for the new Fiscal Year's taxation rates. The Board also receives notification of the excess levy capacity.

The Application Process

- If the Board of Selectmen votes to adopt the Residential Exemption, staff will determine the amount of the exemption and who is eligible and qualifies for the exemption, according to MGL Chapter 59, Section 5c.
- Residential Exemption Applications will continue to be accepted & reviewed to verify the proper documentation meets the required criteria.
- Once the applicant is determined to be qualified, the exemption will be processed and the determined exemption value will be deducted from the 1st half tax amount owed. If valid applications are received after the 1st half tax bill is mailed, an abatement will be processed on the taxpayer's behalf.
- Unlike other exemptions, applications do not need to be resubmitted annually unless there is a change in ownership.

CALCULATION OF RESIDENTIAL TAX EXEMPTION
FOR DISCUSSION PURPOSES UTILIZING 2017 VALUE AND TAX RATE INFORMATION

	20%		
Values - FY17			
Residential	\$2,000,407,581		
Open Space	\$0		
Commercial	\$94,915,609		
Industrial	\$1,678,600		
Personal	\$26,362,270		
TOTAL	\$2,123,364,060		
Single Tax Rates			
Residential	\$6.98	before exemption	
Exemption with a Factor of 1			
No. Residential Parcels	3133		Includes All Residential & Vacant Lots
Average Residential Value	\$638,496		Total res Value/Total # res parcels (\$2,000,407,581/3133)
Percentage adopted	20.00%		Percent voted by Board of Selectmen
Exemption Amount	\$127,699.18		Exemption % multiplied by Average Value (\$638,496 * 20%)
Number Eligible for Exemption	741		Parcels currently not billed Personal Property
New Tax Rate	\$7.33	with exemption	(Based on Town Census/Reg Voters & pays MV Excise to Truro)

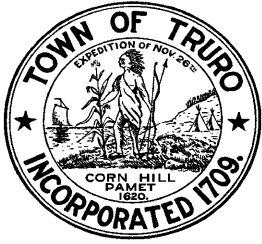
**RESIDENTIAL TAX EXEMPTION ANALYSIS - UTILIZING 2017 PROPERTY VALUES AND TAX RATE
FOR DISCUSSION PURPOSES ONLY**

EXEMPTION AMOUNTS, TAX RATES AND TAX BILL AMOUNTS MAY CHANGE WITH 2018 VALUES

Total Tax Rate w/o Exemption = \$6.98

Total Tax Rate w/ Exemption = \$7.33

\$127,699 PER PARCEL EXEMPTION AMOUNT AT 20% -- Avg. Res. Parcel Value = \$638,496													Note: These figures are Town Taxes Only - no CPA (CPA taxes will be affected proportionately)
Current Base Assessment	Tax Rate w/o Exemption is \$6.98	Tax Bill Amt. w/o Exemption	Assessed Value Exempted	Assessment with Exemption	Tax Rate with Exemption is \$7.33	Tax Bill Amt. with Exemption	Tax Bill Amt. for non-qualifying people w/ exemption in place	# of Pcls from last value to this Value	Tax Savings or Increase for qualifying people with Exemption in place	Est. # of taxpayers who qualify (primary residences)	Total # of taxpayers not qualifying (second homes, renters, vacant land)	Tax Increase for non-qualifying people with Exemption in place	
\$100,000	0.00698	\$698	\$127,699	\$10,000	0.00733	\$73	\$733	50	-\$625	8	42	\$35	In this value range ▼ 615 taxpayers will pay less
\$150,000	0.00698	\$1,047	\$127,699	\$22,301	0.00733	\$163	\$1,100	68	-\$884	2	66	\$53	
\$200,000	0.00698	\$1,396	\$127,699	\$72,301	0.00733	\$530	\$1,466	99	-\$866	3	96	\$70	
\$250,000	0.00698	\$1,745	\$127,699	\$122,301	0.00733	\$896	\$1,833	189	-\$849	10	179	\$88	
\$300,000	0.00698	\$2,094	\$127,699	\$172,301	0.00733	\$1,263	\$2,199	156	-\$831	17	139	\$105	
\$350,000	0.00698	\$2,443	\$127,699	\$222,301	0.00733	\$1,629	\$2,566	211	-\$814	50	161	\$123	
\$400,000	0.00698	\$2,792	\$127,699	\$272,301	0.00733	\$1,996	\$2,932	273	-\$796	72	201	\$140	
\$450,000	0.00698	\$3,141	\$127,699	\$322,301	0.00733	\$2,362	\$3,299	249	-\$779	100	149	\$158	
\$500,000	0.00698	\$3,490	\$127,699	\$372,301	0.00733	\$2,729	\$3,665	233	-\$761	95	138	\$175	
\$550,000	0.00698	\$3,839	\$127,699	\$422,301	0.00733	\$3,095	\$4,032	196	-\$744	74	122	\$193	
\$600,000	0.00698	\$4,188	\$127,699	\$472,301	0.00733	\$3,462	\$4,398	188	-\$726	48	140	\$210	
\$650,000	0.00698	\$4,537	\$127,699	\$522,301	0.00733	\$3,828	\$4,765	176	-\$709	45	131	\$228	
\$700,000	0.00698	\$4,886	\$127,699	\$572,301	0.00733	\$4,195	\$5,131	148	-\$691	36	112	\$245	
\$750,000	0.00698	\$5,235	\$127,699	\$622,301	0.00733	\$4,561	\$5,498	102	-\$674	32	70	\$263	
\$800,000	0.00698	\$5,584	\$127,699	\$672,301	0.00733	\$4,928	\$5,864	95	-\$656	23	72	\$280	
\$850,000	0.00698	\$5,933	\$127,699	\$722,301	0.00733	\$5,294	\$6,231	101	-\$639	21	80	\$298	
\$900,000	0.00698	\$6,282	\$127,699	\$772,301	0.00733	\$5,661	\$6,597	74	-\$621	10	64	\$315	
\$1,000,000	0.00698	\$6,980	\$127,699	\$872,301	0.00733	\$6,394	\$7,330	120	-\$586	22	98	\$350	
\$1,100,000	0.00698	\$7,678	\$127,699	\$972,301	0.00733	\$7,127	\$8,063	84	-\$551	16	68	\$385	
\$1,200,000	0.00698	\$8,376	\$127,699	\$1,072,301	0.00733	\$7,860	\$8,796	44	-\$516	17	27	\$420	
\$1,300,000	0.00698	\$9,074	\$127,699	\$1,172,301	0.00733	\$8,593	\$9,529	52	-\$481	9	43	\$455	
\$1,400,000	0.00698	\$9,772	\$127,699	\$1,272,301	0.00733	\$9,326	\$10,262	26	-\$446	10	16	\$490	
\$1,500,000	0.00698	\$10,470	\$127,699	\$1,372,301	0.00733	\$10,059	\$10,995	16	-\$411	2	14	\$525	
\$2,000,000	0.00698	\$13,960	\$127,699	\$1,872,301	0.00733	\$13,724	\$14,660	96	-\$236	9	87	\$700	
\$2,500,000	0.00698	\$17,450	\$127,699	\$2,372,301	0.00733	\$17,389	\$18,325	56	-\$61	7	49	\$875	
\$3,000,000	0.00698	\$20,940	\$127,699	\$2,872,301	0.00733	\$21,054	\$21,990	17	\$114	1	16	\$1,050	
\$4,000,000	0.00698	\$27,920	\$127,699	\$3,872,301	0.00733	\$28,384	\$29,320	11	\$464	1	10	\$1,400	
\$5,088,500	0.00698	\$35,518	\$127,699	\$4,960,801	0.00733	\$36,363	\$37,299	3	\$845	0	3	\$1,781	
Totals:								3,133		740	2,393		



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Rae Ann Palmer, Town Manager

REQUESTED MEETING DATE: April 18, 2017

ITEM: Review of Motions for Annual Town Meeting Articles

EXPLANATION: Each year, prior to the Annual Town Meeting, the Board of Selectmen determines who will make the motions for the articles in the warrant. Staff will then prepare the motions.

SUGGESTED ACTION: *Discussion*

ATTACHMENTS:

1. 2017 Annual Town Meeting Warrant



Warrant
Truro Annual Town Meeting
April 25, 2017, 6:00 pm
Truro Central School
&
Annual Election Ballot
7am to 8pm
Tuesday, May 9, 2017
Truro Community Center

**Free drop-in child care available for ages 3 and up during Annual Town Meeting.
Pre-registration is not required.**

**Transportation will be available for our senior citizens by the Council on Aging.
Reservations must be made in advance by calling 508-413-9509.**

Please note: Accommodations for individuals with disabilities including assistive listening devices (ALD) and material in alternative formats may be arranged by contacting Town Hall four business days prior to annual town meeting at (508) 349-7004 ext. 110 or ext. 124

Table of Contents

MESSAGE FROM THE BOARD OF SELECTMEN	3
MESSAGE FROM THE FINANCE COMMITTEE	5
TERMS USED IN MUNICIPAL FINANCE	6
FISCAL YEAR 2018 FIVE YEAR CAPITAL IMPROVEMENT PLAN	8
CAPITAL IMPROVEMENT BUDGET FY2018- FY2022.....	10
ARTICLE 1: AUTHORIZATION TO HEAR THE REPORTS OF MULTI-MEMBER BODIES	12
ARTICLE 2: AUTHORIZATION TO SET THE SALARY OF THE BOARD OF SELECTMEN	13
ARTICLE 3: AUTHORIZATION TO SET THE SALARY OF THE MODERATOR.....	14
ARTICLE 4: AMENDMENTS TO THE FY2017 OPERATING BUDGET.....	15
ARTICLE 5: FY 2018 OMNIBUS BUDGET APPROPRIATION	16
ARTICLE 6: GENERAL OVERRIDE	17
ARTICLE 7: TRANSFER OF FUNDS FROM FREE CASH.....	18
ARTICLE 8: REAPPROPRIATE EAST HARBOR PIPE REPAIR CAPITAL EXCLUSION FUNDS	22
ARTICLE 9: AUTHORIZATION TO EXPEND FUNDS IN ANTICIPATION OF REIMBURSEMENT FOR STATE HIGHWAY ASSISTANCE AID	23
ARTICLE 10: REPAIR AND REPLACE FAILING CULVERT FROM CAPE COD BAY TO ROUTE 6	24
ARTICLE 11: NON-UNION PERSONNEL CLASSIFICATION AND COMPENSATION SCHEDULE, COST OF LIVING ALLOWANCE FOR FISCAL YEAR 2018	25
ARTICLE 12: RE-CLASSIFICATION OF SEASONAL BEACH/RECREATION POSITIONS	26
ARTICLE 13: TRANSFER OF FUNDS FROM STABILIZATION FUND TO EMPLOYEE BENEFITS ACCOUNT ..	27
ARTICLE 14: COA REVOLVING FUND.....	28
ARTICLE 15: AMENDMENT TO PERSONNEL BYLAW ARTICLE 6, SECTION 6.1	30
ARTICLE 16: COMMUNITY PRESERVATION ACT	31
ARTICLE 17: AMEND ZONING BYLAWS, §40, SPECIAL REGULATIONS, §40.2 AFFORDABLE ACCESSORY DWELLING UNIT BY DELETING IN ITS ENTIRETY AND REPLACING IT WITH NEW LANGUAGE.....	40
ARTICLE 18: AMEND ZONING BYLAWS SECTION §10.4 BY ADDING A NEW DEFINITION, REMOVING AN EXISTING DEFINITION AND AMEND §30.2 USE TABLE, BY DELETING USES FROM THE TABLE	43
ARTICLE 19: AMENDMENT TO CHAPTER 1, TOWN AFFAIRS OF THE TRURO GENERAL BYLAWS.....	47
ARTICLE 20: AMENDMENT TO PRIVATE AND PUBLIC WAYS AND PLACES §1-9-7 GENERAL BYLAWS.....	48
ARTICLE 21: AMENDMENT TO MOTOR VEHICLES §4-4-1 GENERAL BYLAWS	49
ARTICLE 22: AMENDMENT TO APPENDIX A GENERAL BYLAWS	50
ARTICLE 23: DECLARING A TWO THIRDS VOTE AT TOWN MEETING	51
ARTICLE 24: ACCEPT MASSACHUSETTS GENERAL LAW CHAPTER 39, SECTION 23D.....	52
ARTICLE 25: CHARTER AMENDMENT TO SECTION 4-2-7.....	53
ARTICLE 26: CHARTER AMENDMENT TO SECTION 6-2-12.....	54
ARTICLE 27: CHARTER AMENDMENT TO SECTION 6-4-1.....	55
ARTICLE 28: CHARTER AMENDMENT TO SECTION 6-4-2.....	56
ARTICLE 29: CHARTER AMENDMENT TO SECTION 6-4-8.....	57
ARTICLE 30: CHARTER AMENDMENT TO APPENDIX B	58
ARTICLE 31: TO AMEND THE GENERAL BYLAWS CHAPTER VI PRESERVING HISTORIC PROPERTIES SECTION.....	60
ARTICLE 32: AMEND ZONING BYLAWS §10.4 DEFINITIONS §30.3 SEASHORE DISTRICT, §70.9 WAIVER OF SITE PLAN.....	64
ARTICLE 33: AMEND ZONING BYLAWS §50, AREA AND HEIGHT REGULATIONS	67
ARTICLE 34: HERRING RIVER RESTORATION PROJECT PERMITTING APPLICATIONS.....	69
ARTICLE 35: ELECTRONIC VOTING EXPLORATION AND IMPLEMENTATION.....	70
ANNUAL TOWN ELECTION	71
POSTING OF THE WARRANT AND BALLOT.....	77
APPENDIX A –NON-UNION PERSONNEL COMPENSATION AND CLASSIFICATION FY2017 AND FY2018.....	78
APPENDIX B –OMNIBUS BUDGET FISCAL YEAR 2018	81

Message from the Board of Selectmen

Dear Truro Voter:

Thank you for taking the time to review the Annual Town Meeting Warrant and for becoming familiar with the many issues before us this spring. Each voter in Truro has the opportunity to affect the future of our Town through the Town Meeting process. It is vital that we hear from as many voices as possible and we encourage you to join us at this year's Town Meeting.

This message to voters highlights a number of the warrant articles at this year's Town Meeting. It does not summarize them all and we ask that you read the Warrant in its entirety to learn more about each very important one.

Article 5 presents the Fiscal Year 2018 Omnibus Budget Appropriation. What you see is the culmination of a thoughtful collaborative process that takes place over several months and includes the Town Manager, Town Accountant, Department Heads, the Board of Selectmen and the Finance Committee. It is also an open process that takes place at public meetings of the Budget Task Force that begins in December, the Finance Committee and the Board of Selectmen.

This year we are presenting a budget to voters that is down by slightly more than 1% from the prior year's revised budget. This was not an easy task and we are extremely grateful to the hard work of the Town Manager, Town Accountant and all of the Department Heads. We also believe it is necessary for us to propose a Proposition 2 ½ override to voters (Article 6). Several interrelated factors are at play here both on the expense and revenue sides of the budget.

On the expense side, we continue to experience increases to our operating budget that are mandated and out of our control. These include increases in education expenses, retirement benefits and health care costs. This means that in order for us to avoid or limit budget growth and provide the same levels of programs and services from year to year, we need to find ways to do this for less cost each year. The other alternative is to reduce or cut programs and services. This budget reflects Town Staff's continued excellent work in aligning needs with essential services in the most cost effective and efficient manner possible.

We are also implementing fiscal policies on the revenue side of the budget that we believe are in the best interest of the Town in the long term. These include moving away from using one-time sources of funding to balance the budget. In prior years we have used one-time sources of revenue to make up for shortfalls instead of raising our levy limit through an override. For example, last year we used the last of the revenue from the Golf Course, \$270,335.14, to help us balance the budget. We can and should not depend on one-time sources of funding to luckily appear each year to cover our budget shortfalls.

In addition, we believe it is in the best interest of the Town to be more conservative in the use of Free Cash to stabilize the tax rate and balance the budget. Once again, we have been able to avoid overrides in the past through the generous use and availability of Free Cash. This year we are proposing to transfer \$1 million in Free Cash to stabilize the Tax Rate. Last year we used \$1.3 million. We do not believe that heavily relying on Free Cash is a prudent long-term fiscal strategy for the Town particularly as our budget becomes leaner and more efficient which leads to having less Free Cash overall.

These changes in both the expense and revenue side of the budget this year created a shortfall that we believe requires a Proposition 2 ½ override in order to be able to continue to provide the essential programs and services the Town requires in the most efficient manner possible.

The proposed FY2018 Capital Budget total is \$292,550 which includes \$100,000 that is part of the proposed general override in Article 6. This is less than FY2017 yet maintains the policy of funding and planning that will result in proper maintenance of the Town's infrastructure.

Article 8 re-appropriates \$120,000 passed last year to make repairs to the East Harbor outfall pipe. Because the project has grown in scope, as described in Article 10, we are asking voters to re-appropriate those funds so that they can be used to repair the culvert under Old County Road, south of Prince Valley Road.

Article 10 is an authorization that will allow us to borrow up to \$3.7 million for the replacement of the East Harbor culvert pipe between Route 6 and Shore Road. Initially we believed that we would be able to repair the culvert. However, further investigation and engineering studies have indicated that repair is not possible and that the portion of the culvert that is Town owned needs to be replaced. Continued engineering work will take place in FY2018 in order to inform a final design and solution.

Article 15 is an example of how our Town Manager is working to create efficiencies and cut costs within Town administration. The article will amend the Town's Personnel Bylaw so that all non-union personnel will accrue vacation in the same manner. This will enable us to automate the tracking of all paid time off and fully automate the payroll process without the need for purchasing custom software. This will cut costs, time spent and create a more modern and efficient system. This change will have no impact on current employee benefits.

Article 16 presents the funding recommendations of the Community Preservation Committee. These projects will be funded through the Community Preservation Act. This year there are eight diverse projects being presented to voters in the specified areas of funding of community housing, historic preservation, recreation and open space.

Article 17 & 18 are citizen petitioned articles that would create new language in our Zoning Bylaw defining and creating a process for the creation of Accessory Dwelling Units. Article 19, also citizen petitioned, revises our established criteria and process for tax exemption of Affordable Accessory Dwelling Units. Changes to our Zoning Bylaw require a two-thirds majority for passage.

Articles 20 – 22 address issues related to parking violations and enforcement on publicly owned roads. It will enable us to implement ticketing as an enforcement mechanism as an alternative to the currently prescribed towing of vehicles. The articles also clean up confusing and archaic language related to parking enforcement.

Article 23 comes to us as a recommendation of Town Counsel after last year's Town Meeting. It brings our Town Meeting process more fully into compliance with Massachusetts General Law.

Articles 25 – 30 are the recommendations of the Town's Charter Review Committee. The Committee has been recommending incremental changes to the Charter annually to clarify roles and responsibilities and to update it to reflect current best practices in municipal government. All changes to the Charter need to be approved at Town Meeting and then again by voters in the Town election the following year. Article 24 clarifies and aligns the reporting structure and practice for multi-member Town boards, committees and commissions with those followed by the Board of Selectmen. It requires that boards, committees and commissions work through the Town Manager when working with Town Staff. Most of the remaining recommendations for this year are housekeeping items that fine tune recent changes to the Charter passed by voters in prior years.

Article 32 proposes house size limits in the National Seashore Zoning District and comes before us from the Planning Board. Article 33 is a citizen petitioned article that proposes limits on house size in the Seashore and Residential Zoning Districts. Changes to our Zoning Bylaw require a two-thirds majority for passage.

The Selectmen thank you for participating in our Annual Town Meeting, a strong New England tradition and the most direct source of democracy in this country. Your informed and careful consideration of the articles before you will ensure a strong and healthy future for our town.

Respectfully,

The Truro Board of Selectmen

Paul Wisotzky, Chair

Janet W. Worthington, Vice Chair

Jay H. Coburn, Clerk

Maureen Burgess

Robert Weinstein

Message from the Finance Committee

To All Truro Voters:

As mandated by Massachusetts' law, the Finance Committee ("Committee") functions as the town's official fiscal watchdog. As such, the Committee's primary responsibility is to study, analyze, and offer recommendations to the Town Meeting with regards to Truro's Annual Budget, Capital Improvement Plan, and any other financial warrant articles, as well as to understand and to monitor the process for setting the Town tax rate. The Finance Committee must also review and approve all proposed reserve funds transfers for unexpected contingencies. In performing these responsibilities during 2016 and 2017, the Committee held a number of public meetings, including several joint meetings with the Board of Selectmen, and one public budget hearing. In addition, the Committee participated in the operation of a budget task force, which was established several years ago to help gain a better understanding of departmental spending and budget requests. The task force consists of two members of the Finance Committee, two members of the Board of Selectmen, the Town Manager, and the Town Accountant. The task force met a number of times during 2016 and the beginning of 2017.

The Omnibus Annual Budget for FY 2018 totals \$18,480,032, which is a decrease of 1.18%. The budget will request a proposition 2 ½ override in the amount of \$465,617 to fully fund operations and services (Article 6) which must be passed on the Annual Town Election Ballot (Question 1). If the override is approved, it will be an increase of 1.30% over FY'2017 Budget. There has been great concern over the increase in the annual Town budget and it is the consensus of the Committee that this will be a trend that is now being viewed in a more collaborative way and is striving to gain a better understanding of not only synergies within town departments, but the entire environment of the Outer Cape community. The Committee believes that the proposed budget and override is needed to ensure the continued operations of the town departments.

The majority of the budget is made up of salaries, employee benefits, education, utility costs and debt service. It is imperative that we make prudent decisions that will have a long term impact as it has proven difficult to influence spending for the short term. Initiatives are underway to reach out to the neighboring towns and Outer Cape communities Finance Committees, Boards of Selectmen and Town Managers to collaborate and share resources the pave the way for a more efficient delivery of services or resources in the future. Ongoing initiatives for the coming year include continued review and monitoring of the town's unfunded liabilities and infrastructure needs. We as a committee will continue to work with the town's leadership to assist in these efforts. The Committee will continue to motivate the Board of Selectmen to better define the roles and responsibilities within the town's government and continue to work on a strategic plan for the town. We believe that the increasing costs associated with doing business on the Outer Cape and the impact that has on the Town's resources is something that may not be sustainable and requires professional guidance.

The town maintains a Stabilization Fund, in keeping with prudent financial practices outlined by the Commonwealth. It is recommended that all cities and towns maintain a Stabilization Fund that represents 5-7% of the annual budget. The current balance of our fund is \$852,952.00 which is 4.45% of the 2017 General Fund Operating Budget. The Stabilization Fund, our low tax rate, and our infrastructure that has been well maintained demonstrates a commitment that Truro is in a relatively healthy financial condition compared to most other towns in the Commonwealth and this has translated into our AA+ rating by Standard and Poors. The Committee encourages this continued due diligence to sustain this strong position.

The Committee thereby recommends that the Annual Town Meeting approve the Omnibus Annual Budget and other financial articles for the 2018 year.

Truro Finance Committee,

Lori Meads, Chair
Richard Wood, Vice-Chair
Dennis Clark, Clerk
Robert Panessiti
Roberta Lema

Terms Used In Municipal Finance

Appropriation: An amount of money which has been authorized by vote of Town Meeting to be spent for a designated purpose.

Available Funds: Available funds refer to the Stabilization Fund, Beach Receipts Reserved for Appropriation, Pamet Harbor Receipts Reserved for Appropriation, Recreation Receipts Reserved for Appropriation, Conservation Commission Receipts Reserved for Appropriation, and continued appropriations left in Articles voted at previous Town Meetings.

Bond and Interest Record (Bond Register) – The permanent and complete record maintained by the treasurer for each bond issue. It shows the amount of interest and principal coming due each date and all other pertinent information concerning the bond issue.

Bond Anticipation Note (BAN) – Short-term debt instrument used to generate cash for initial project costs and with the expectation that the debt will be replaced later by permanent bonding. Typically issued for a term of less than one year, BANs may be re-issued for up to five years, provided principal repayment begins after two years (MGL Ch. 44 §17). Principal payments on school-related BANs may be deferred up to seven years (increased in 2002 from five years) if the community has an approved project on the Massachusetts School Building Authority (MSBA) priority list. BANs are full faith and credit obligations.

Capital Outlay Expenditure Exclusion – A temporary increase in the tax levy to fund a capital project or make a capital acquisition. Exclusions require two-thirds vote of the selectmen or city council (sometimes with the mayor's approval) and a majority vote in a community-wide referendum. The exclusion is added to the tax levy only during the year in which the project is being funded and may increase the tax levy above the levy ceiling.

Cherry Sheet: A form showing all State and County charges and reimbursements to the Town as certified by the Massachusetts Department of Revenue.

Classification of Real Property – Assessors are required to classify all real property according to use into one of four classes: Residential, Open Space, Commercial, and Industrial. Having classified its real property, local officials are permitted to determine locally, within limits established by statute and the Commissioner of Revenue, what percentage of the tax burden is to be borne by each class of real property and by personal property owners.

Classification of the Tax Rate – Each year, the selectmen or city council vote whether to exercise certain tax rate options. Those options include choosing a residential factor (MGL Ch. 40 §56), and determining whether to offer an open space discount, a residential exemption (Ch. 59, §5C), and/or a small commercial exemption (Ch. 59, §5I) to property owners.

CMR – Code of Massachusetts Regulations.

Code of Ethics – The provisions and requirements of MGL Ch. 286A pertaining to the standards of behavior and conduct to which all public officials and employees are held.

COLA – Cost of Living Adjustment

Collective Bargaining – The process of negotiating workers' wages, hours, benefits, working conditions, etc., between an employer and some or all of its employees, who are represented by a recognized labor unit.

Commitment – Establishes the liability for individual taxpayers. The assessors' commitment of real estate taxes fixes the amount that the collector will bill and collect from property owners.

Community Preservation Act (CPA) – Enacted as MGL Ch. 44B in 2000, CPA permits cities and towns accepting its provisions to establish a restricted fund from which monies can be appropriated only for: a) the acquisition, creation and preservation of open space; b) the acquisition, preservation, rehabilitation, and restoration of historic resources; and c) the acquisition, creation and preservation of land for recreational use; d) the creation, preservation and support of community housing; and e) the rehabilitation and restoration of open space, land for recreational use and community housing that is acquired or created using monies from the fund. Acceptance requires town meeting or city council approval or a citizen petition.

Overlay (Also called Allowance for Abatements and Exemptions): The amount raised by the Assessors to be used for potential abatement of property taxes. The Overlay Surplus is the portion of each year's Overlay Account no longer required to cover the property abatements.

Free Cash: This is the amount certified annually by the State Bureau of Accounts. Town Meeting may appropriate from Free Cash for any lawful purpose.

Sometimes referred to as Excess and Deficiency.

Transfer: The authorization to use an appropriation for a different purpose; in most cases only Town Meeting may authorize a transfer. However, in Truro, with certain restrictions, transfers may be authorized if the transfer is \$2,500.00 or less, the transfer is within the same Department, and is approved by the Department Head, Town Manager and the Finance Committee.

Reserve Fund: This fund is established by the voters at an Annual Town Meeting through the Omnibus Budget. Transfers from the Reserve Fund are within the exclusive control of the Finance Committee and are for extraordinary or unforeseen expenditures.

Stabilization Fund: This is a special reserve account. Without an authorizing two-thirds ($\frac{2}{3}$) vote at a Town Meeting, funds cannot be deposited into or withdrawn from this account.

PROPOSITION 2½ TERMS

Community Preservation Fund – A special revenue fund established pursuant to MGL Ch. 44B to receive all monies collected to support a Community Preservation Program, including but not limited to, tax surcharge receipts, proceeds from borrowings, funds received from the Commonwealth, and proceeds from the sale of certain real estate.

Contingent Votes: Chapter 634 of the Acts of 1989 permits a Town Meeting to appropriate funds contingent upon passage of a referendum question (Override). A contingent vote does not automatically result in an override referendum. An override referendum can only be called by the Board of Selectmen. If a referendum is called by the Selectmen, it must take place within ninety days of the Town Meeting vote.

Debt Exclusion and Capital Outlay Expenditure

Exclusion: These two override ballot questions can be placed on a referendum by a two-thirds ($\frac{2}{3}$) vote of the Board of Selectmen. If a majority of the voters approve the ballot question, the Town's levy limit is temporarily increased for the amount voted at the referendum. The increase may exceed the Town's levy limit.

General Override: A general override ballot question can be placed on a referendum if a majority of the Board of Selectmen votes to do so. If the ballot question is approved by a majority of the voters, the Town's levy limit is permanently increased by the amount voted at the referendum. The levy limit increases may not exceed the Town's levy ceiling.

Levy: The property tax levy is the revenue the Town can raise through real and personal property taxes. The levy is the largest source of revenue for the Town.

Levy Ceiling: This is the maximum amount of the levy limit. The ceiling equals 2½% of the Town's full and fair cash value.

Levy Limit: The limit is based on the previous year's levy plus certain allowable increases.

Levy Limit Increase: The levy limit automatically increases each year by 2½% of the previous year's levy limit.

New Growth: The increase in the levy limit attributable to new construction and new parcel subdivisions.

Override: A community can increase its levy limit by voting at a referendum to exceed the limit. There are three (3) types of overrides: general, debt exclusion and capital outlay expenditure exclusion.

Fiscal Year 2018
Five Year Capital Improvement Plan

In accordance with the requirements of the Truro Charter (Paragraph 7-2-6), the Board of Selectmen respectfully present for your review the FY 2018 Five Year Capital Improvement Plan. The expenditures listed are presented to give an updated overview of the projects and capital needs planned for the future. Attempts to define the future, while prudent from a planning point of view, must be fully recognized as “best estimates” that will be subject to continual change as each capital question moves forward.

During the calendar year 2003, the Town consolidated all long-term debt, including certain Cape Cod Land Bank acquisitions, into one general obligation bond, and refinanced the debt during a period of low interest rates, saving the Town almost \$500,000.00 over the life of the bond; thus concurrently improving its Standard & Poor’s Bond Rating three (3) levels to an A+ rating. The attached “previously committed long-term debt” schedule, and the new “previously committed Land Bank debt” schedule, reflects that refinancing. The Town’s bond rating now is an “AA+” after a 2014 review by Standard and Poor.

Commencing with the FY2002 Municipal Operating Budget, the Town approved a new procedure to incorporate safety and other high priority capital items in the operating budget, up to a maximum expenditure amount to be set annually. Concerted effort has been focused on gradually increasing the annual appropriation for priority capital items to insure sufficient budget capacity to develop and maintain a realistic upgrade and/or replacement schedule for the town’s rolling stock of vehicles, equipment and machinery. If an item does not succeed in being placed in the operating budget for purchase through this Operating Capital Account, Budget Line Item #01-133-5800, then the capital item may be funded in a different manner.

As one alternative, the Capital Improvement Fund (approved by Article 17 of the April 11, 2000, Annual Town Meeting) may be used. The Capital Improvement Fund is a special revenue fund authorized by a Home Rule Petition to the Legislature and the Governor, and which requires approval by a two-thirds vote at Town Meeting (similar to the Stabilization Fund) for appropriation. There is a balance of \$252,278.00 in the Capital Improvement Fund. Two other ways to acquire a capital item individually require either a separate article specifying use of other available funds, or a Capital Exclusion Article, on the Town Meeting Warrant. The Capital Exclusion Article is considered to be a so-called "menu-override," requiring a majority vote at both Town Meeting and at the next referendum.

For FY2018, most of the safety and high priority capital needs are included in the Operating Capital Account budget request. One item is included in the General Override and several other capital items have been deferred to FY 2019, or later.

FIVE YEAR CAPITAL IMPROVEMENT PLAN

**Debt figures include principal and interest

PREVIOUSLY COMMITTED LONG TERM DEBT**	FY2018	FY2019	FY2020	FY2021	FY2022
<u>Year committed/amount/repayment</u>					
TRURO PUBLIC LIBRARY (Note 1)	\$63,000	\$00.00	\$00.00	\$00.00	\$00.00
1999/\$1,108,708/20 - paid in full FY2017					
TOWN HALL REHABILITATION (Note 2)	\$205,000	\$194,000	\$188,000	\$182,000	\$177,000
2002/\$3,258,360/20 - paid in full FY2023					
SEWER (MWPAT) (Note 3)	\$11,000	\$11,000	\$11,000	\$11,000	\$11,000
2003/\$197,404/19 - paid in full FY2021					
COMMUNITY CENTER (Note 4)	\$278,000	\$269,000	\$255,000	\$247,000	\$240,000
2006/\$3,735,000/20 - paid in full FY2026					
HARBOR JETTY REPAIR	\$120,000	\$115,000	\$00.00	\$00.00	\$00.00
2009/\$1,100,000/10 - paid in full FY2018					
SUB TOTAL	\$677,000	\$589,000	\$454,000	\$440,000	\$428,000
PREVIOUSLY COMMITTED LAND BANK DEBT** (Note 5)	FY2018	FY2019	FY2020	FY2021	FY2022
<u>Year committed/amount/repayment</u>					
Morea Property	\$18,000	\$17,000	\$16,000	\$16,000	\$00.00
2002/\$312,000/17 - paid in full FY2020					
Meldahl Property	\$58,000	\$56,000	\$54,000	\$52,000	\$00.00
2001/\$860,000/17 - paid in full FY2020					
Poor Property (Note 6)	\$135,000	\$130,000	\$125,000	\$115,000	\$00.00
2005/\$1,500,000/13 - paid in full FY 2020					
SUB TOTAL	\$211,000	\$203,000	\$195,000	\$183,000	\$00.00
NEW AND POTENTIAL CAPITAL PROJECTS**					
<u>Year to Commit/Amount/Repayment</u>	FY2018	FY2019	FY2020	FY2021	FY2022
New DPW Facility Land Acquisition/Trade & Building Construction (Note 7)	\$311,000	\$303,000	\$296,000	\$287,000	\$280,000
2015/\$3,700,000/20 - Paid in full FY 2034					
SUB TOTAL	\$311,000	\$303,000	\$296,000	\$287,000	\$280,000
TOTAL	\$1,199,000	\$1,095,000	\$945,000	\$910,000	\$708,000

NOTES

1. The total project borrowed reflects a Commonwealth Board of Library Commissioners grant of \$640,000 and the receipt of donations in excess of \$400,000 to offset the total cost.
2. The total project amount borrowed has been reduced by receipt of a Small Cities Grant in the amount of \$312,000.
3. MA Water Pollution Abatement Trust loan. This is a no interest loan. Septic betterment receipts used to repay the debt.
4. The total project amount borrowed has been reduced by the receipt of donations in the amount of \$223,000.
5. On May 10, 2005 the Town completed acceptance of Section 298/Chapter 149 of the Acts of 2004 which replaces the Cape Cod Land Bank with the Community Preservation Act (with modifications).
6. The Poor Property is the last Land Bank Acquisition.
7. The DPW facility project is included for long range planning purposes only. Any such increase in the Town's long term debt is not recommended until such time as other long-term debt has retired. The Town is in the early stage of identifying a site for the project

CAPITAL IMPROVEMENT BUDGET FY2018- FY2022

Projected Capital Needs

Includes equipment, technology and other Departmental capital requests exceeding **\$5,000**

DEPARTMENT ITEM REQUESTED	FY2018	FY2019	FY2020	FY2021	FY2022
<u>DPW</u>					
Pick Up Truck with plow (2)	80,000			(1) 40,000	
One-ton Dump Truck	100,000*				
Road Maintenance Program		100,000	102,500	105,100	107,800
Maintenance Van		35,000			
Software			15,000		
Zero-turn Lawn Mower			15,000		
Rough terrain lawn mower			18,000		
Chipper				40,000	
Dump truck, plow & sander				140,000	
Rubber-tire Front End Loader					120,000
Brush cutter/mower					80,000
*Subject to Override					
<u>TRANSFER STATION</u>					
Office Building Replacement			50,000		
<u>PUBLIC BUILDING MAINTENANCE</u>					
Key Fob System (Interior doors PSF, TH, TPL)	25,000				
Public Safety Building (Gutters)	5,000				
Snow's Fieldhouse Mold Remediation	15,000				
Library Roof		65,000			
Town Hall Siding and Trim		30,000			
Beach Office Carpeting		15,000			
Epoxy Flooring PSF		35,000			
Community Center Carpet Replacement				20,000	
Community Center interior painting					22,000
<u>COUNCIL ON AGING</u>					
Ford FLEX Passenger Vehicle		32,000			
<u>RECREATION AND BEACH DEPARTMENT</u>					
ATV	10,000				
Community Center Awning		10,000			
Community Center Shade Sail		10,000			
Snow's Field Improvements		40,000			
Snow's Fieldhouse: finish basement			50,000		
Sedan vehicle replacement			25,000		
Addition to Recreation Lounge (Feasibility)				50,000	
<u>FIRE AND RESCUE</u>					
Tanker		325,000			
Replace Utility Truck			65,000		
Replace Ambulance				275,000	
Replace Engine 485					500,000
<u>LIBRARY</u>					
Shelving Replacement (on-going project)	6,000	6,000	6,000	2,000	2,000
Replace carpet on lower level		28,000			
Carpet in Youth Services Room		30,000			

Replace Trim		10,000			
Replace carpet in main area			40,000		
<u>POLICE</u>					
Ballistic Vests X 14 Officers	11,550				
Dodge Charger		(2) 70,000	35,000		36,655
Replacement Tasers/Equip (14)		18,200			
(3) Moving radar units for cruisers		5,000			
Dodge SUV			36,655	37,000	40,000
Firing Range EPA Cleanup (A)			250,000		
Toyota Camry				30,000	
<u>HARBOR OPERATIONS/SHELLFISH WARDEN</u>					
Float and Poles		10,000			
Harbormaster Truck			40,000		
Freshwater Hookup				2,500	
Upweller					10,000
<u>SCHOOL</u>					
Technology	25,000	25,000	25,000	25,000	25,000
Repaint Exterior		40,000	40,000	45,000	45,000
Replace Boilers (Green Communities Grant)		25,000			
Interior Painting	15,000	15,000	17,000	17,000	17,000
Replace Carpet		20,000	15,000	15,000	15,000
<u>ANIMAL CONTROL OFFICER</u>					
Replace 4X4 Truck				37,000	
<u>TOTAL</u>	<u>\$292,550</u>	<u>\$ 999,200</u>	<u>\$ 845,155</u>	<u>\$ 880,600</u>	<u>\$1,020,455</u>

Greetings:

In the name of the Commonwealth, you are hereby required to warn the inhabitants of the Town of Truro qualified to vote in town affairs, to meet at the Truro Central School, 317 Route 6, Truro, MA 02666, on Tuesday, April 25, 2017 at 6:00 pm, then and there, to vote on the following articles:

ARTICLE 1: AUTHORIZATION TO HEAR THE REPORTS OF MULTI-MEMBER BODIES

To see if the Town will vote to hear reports of any multi-member body, whose annual report was not published in the 2016 Annual Town Report, or take any other action relative thereto. ***Requested by the Board of Selectmen.***

Board of Selectmen Recommendation: 5-0-0 in favor

Comment: *Customary article.*

ARTICLE 2: AUTHORIZATION TO SET THE SALARY OF THE BOARD OF SELECTMEN

To see if the Town will vote to determine and set the following as the salary for the Board of Selectmen, who shall receive for Fiscal Year 2018: Board of Selectmen 5 @ \$3,000.00 = \$15,000.00, or take any other action relative thereto. *Requested by the Finance Committee.*

Finance Committee Recommendation: 5-0-0 in favor

Board of Selectmen Recommendation: 5-0-0 in favor

Comment: *Customary article.*

ARTICLE 3: AUTHORIZATION TO SET THE SALARY OF THE MODERATOR

To see if the Town will vote to determine and set the salary for the Town Moderator, who shall receive for Fiscal Year 2018: Moderator @ \$150.00, or take any other action relative thereto. *Requested by the Board of Selectmen.*

Finance Committee Recommendation: 5-0-0 in favor

Board of Selectmen Recommendation: 5-0-0 in favor

Comment: *Customary article.*

ARTICLE 4: AMENDMENTS TO THE FY2017 OPERATING BUDGET

To see if the Town will vote to appropriate from available funds (Free Cash) such sums of money necessary to supplement the operating budgets of the various Town departments for the current fiscal year 2016-2017 (FY2017), or take any other action relative thereto. *Requested by the Board of Selectmen.*

FROM	TO	AMOUNT
Free Cash	Snow Removal	\$35,000
<i>To balance FY 2017 budget for emergency snow and ice removal operations</i>		
Free Cash	Transfer Station – Transfer Trailer	\$65,000
<i>To purchase a 20-ton capacity transfer trailer to reduce over-road trips by replacing four 5-ton containers</i>		
Free Cash	Landfill Capping Remediation & Reconfiguring Project	\$20,000
<i>To support compliance with DEP directives, and recycling initiatives</i>		
TOTAL		\$ 120,000

Finance Committee Recommendation: 5-0-0 in favor

Board of Selectmen Recommendation: 5-0-0 in favor

***Comment:** This is a customary article included in each Annual Town Meeting warrant to address any legal overdrafts (Snow Removal) and supplemental adjustments to current year appropriations.*

ARTICLE 5: FY 2018 OMNIBUS BUDGET APPROPRIATION

To see if the Town will vote to raise and appropriate and transfer from available funds the sum of Eighteen Million, Four Hundred Eighty thousand, Thirty-two dollars and no cents (\$18,480,032.00) to defray the expenses and charges of the Town of Truro in Fiscal Year 2018 (the period from July 1, 2017 through June 30, 2018), including the costs of public education, debt service and interest payments, and to meet said appropriation by the following means:

Source	Amount
Raise through taxation	17,712,637
Transfer from Beach Receipts Reserved for Appropriation	338,850
Transfer from Pamet Harbor Receipts Reserved for Appropriation	69,690
Transfer from Recreation Receipts Reserved for Appropriation	20,850
Transfer from Conservation Commission Receipts Reserved for Appropriation	5,000
Transfer from Educational/Governmental Programing Access Fund	100,880
Transfer from Municipal Waterways Improvements Fund	20,000
Appropriate within the Septic Betterment Program Fund	10,400
Appropriate within the Community Preservation Act Fund	201,725
TOTAL	18,480,032

Or take any other action relative thereto. ***Requested by the Board of Selectmen.***

Finance Committee Recommendation: 5-0-0 in favor

Board of Selectmen Recommendation: 5-0-0 in favor

Comment: *The proposed Fiscal Year 2018 Operating Budget can be found after the text of the Annual Town Meeting Warrant as Appendix B. The Budget Format contains the expenditure figures for the Fiscal Year 2016, appropriation figures for Fiscal Year 2017 (as amended), and requests for Fiscal Year 2018 from Town Departments, as well as the Finance Committee’s recommendations and the Board of Selectman’s recommendations. Please refer to the Selectmen’s Letter to the voters on Page 3 and the Finance Committee’s letter to the voters on Page 5.*

ARTICLE 6: GENERAL OVERRIDE

To see if the Town will vote to raise through taxation and appropriate the sum of Four Hundred Sixty-five Thousand, Six Hundred Seventeen dollars and no cents (\$465,617.00) for the purposes stated in the table below, provided that no sums shall be appropriated or expended hereunder unless and until the Town shall have voted to exclude the amounts needed pursuant to this vote from the limitations imposed by Chapter 59, Section 21C of the General Laws (Proposition 2 ½), or to take any other action relative thereto. *Requested by the Board of Selectmen.*

Function	Amount
General Government	21,825
19 hour/week Web/Communications position	
Education	200,000
Pre-School, K-6, Transportation, Tuition & CC Tech Budgets	
Public Works	100,000
Dump Truck/Plow/Sander	
Health and Human Services	68,100
Community Navigator Regional Program \$25,000	
Human Service Agency Grants \$43,100	
Culture and Recreation	75,692
Recreation: Youth Sports (not in by Revolving Fund) \$11,692	
Beach Operations: Life Guards/Head of the Meadow \$64,000	
TOTAL	465,617

Finance Committee Recommendation: 5-0-0 in favor

Board of Selectmen Recommendation: 5-0-0 in favor

***Comment:** Over the past several years the Town has depended on one time sources of revenue or extra free cash to balance revenues and expenditures. For Fiscal Year 2018, there are no one time sources of revenue; therefore, to continue to provide the same level of services, the Town Manager, Town Accountant and Board of Selectmen are recommending a general override of \$465,617. The items in the chart above are not in the Omnibus Budget and will only be added if the Town approves the override at Town Meeting and at the Town Election.*

In order for the General Override to be funded, the request must be approved by a majority of voters at Town Meeting and at the Annual Town Election on May 9, 2017.

ARTICLE 7: TRANSFER OF FUNDS FROM FREE CASH

Section One: To Reduce or Stabilize the FY 2018 Tax Rate

To see if the Town will vote to transfer One Million dollars (\$1,000,000.00) from Free Cash to reduce or stabilize the 2018 Tax Rate, or to take any other action relative thereto. ***Requested by the Board of Selectmen.***

Finance Committee Recommendation: 5-0-0 in favor

Board of Selectmen Recommendation: 5-0-0 in favor

Comment: *Customary article.*

Section Two: To the OPEB Trust Fund

To see if the town will vote to transfer the sum of Four Hundred Thousand dollars (\$400,000.00) from free cash to the Other Post-Employment Benefits (OPEB) Trust Fund, or take any other action relative thereto.
Requested by the Board of Selectmen.

Finance Committee Recommendation: 5-0-0 in favor

Board of Selectmen Recommendation: 5-0-0 in favor

Comment: *This is a customary article that began at the 2014 ATM to transfer funds into the Other Post-Employment Benefits (OPEB) Trust Fund to cover future liability in accordance with government accounting standards. This year's proposal is to transfer four hundred thousand dollars (\$400,000).*

Section Three: To the Affordable Housing Trust Fund

To see if the town will vote to transfer the sum of Three Thousand dollars (\$3,000.00) from free cash to the Affordable Housing Trust Fund, or take any other action relative thereto. *Requested by the Board of Selectmen.*

Finance Committee Recommendation: 5-0-0 in favor

Board of Selectmen Recommendation: 4-0-1 in favor

Comment: *This is a customary article to appropriate funds in the event that excess rental monies from affordable housing properties is acquired.*

Section Four: To the Capital Expenditure Stabilization Fund

To see if the town will vote to transfer the sum of One Hundred Thousand dollars (\$100,000.00) from free cash to the Capital Expenditure Stabilization Fund, or take any other action relative thereto. ***Requested by the Board of Selectmen.***

Finance Committee Recommendation: 5-0-0 in favor

Board of Selectmen Recommendation: 5-0-0 in favor

Comment: *This is a customary article beginning at the 2016 ATM to transfer funds into the Capital Expenditure Stabilization Fund to cover significant capital purchases that will occur several years in the future. Rather than waiting and appropriating or borrowing the entire sum in one year, this fund will allow us to reserve, with town meeting approval, incremental sums of money over a period of time. When the project or purchase is ready to be funded, a town meeting vote will be required to appropriate the funds. This year's proposal is to transfer one hundred thousand dollars (\$100,000).*

ARTICLE 8: REAPPROPRIATE EAST HARBOR PIPE REPAIR CAPITAL EXCLUSION FUNDS

To see if the Town will vote to appropriate the sum of One Hundred Twenty Thousand dollars and no cents (\$120,000.00) originally appropriated to make repairs to the East Harbor outfall pipe by favorable vote on Article 10 of the April 26, 2016 Annual Town Meeting warrant and excluded from the levy limit by favorable vote on Question 1 of the May 10, 2016 Annual Town Election Ballot, for the purpose of making repairs to the culvert under Old County Road, south of Prince Valley Road, or take any other action relative thereto. *Requested by the Town Manager.*

Finance Committee Recommendation: 4-0-1 in favor

Board of Selectmen Recommendation: 5-0-0 in favor

***Comment:** Since last year's Town Meeting, it has been determined that the scope of work for the East Harbor culvert repair project is much larger than originally anticipated and that the project cost will exceed the original appropriation for the project. The \$120,000.00 allocated at last year's Town Meeting for the East Harbor culvert repair project can adequately fund the repair to the culvert located on the southern end of Old County Rd which is currently failing and compromising road conditions. Removal and replacement of the culvert will restore the roadway, eliminate the impacts on the adjacent property, and restore appropriate tidal flow.*

ARTICLE 9: AUTHORIZATION TO EXPEND FUNDS IN ANTICIPATION OF REIMBURSEMENT FOR STATE HIGHWAY ASSISTANCE AID

To see if the Town will vote to appropriate all sums provided to the Town pursuant to the Chapter 90 Highway Assistance Program of the Massachusetts Department of Transportation for purposes consistent with said program, or to take any other action relative thereto. *Requested by the Town Manager.*

Finance Committee Recommendation: 5-0-0 in favor

Board of Selectmen Recommendation: 5-0-0 in favor

***Comment:** Customary article. The amount of Chapter 90 funds to be awarded to municipalities by the State is unknown at this time. The FY 2017 amount was \$170,416.*

ARTICLE 10: REPAIR AND REPLACE FAILING CULVERT FROM CAPE COD BAY TO ROUTE 6

Two-thirds vote

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of Three Million Seven Hundred Thousand dollars and no cents (\$3,700,000.00) more or less, to pay costs associated with the repair and replacement of the culvert which connects Cape Cod Bay with East Harbor ('Pilgrim Lake') in North Truro, including design, permitting and construction and all other costs incidental and related thereto; provided that no sums shall be borrowed or expended hereunder unless and until the Town shall have voted to exclude the amounts needed to repay any bonds or notes issued pursuant to this vote from the limitations imposed by Chapter 59, Section 21C of the General Laws (Proposition 2½), or to take any other action relative thereto. ***Requested by the Board of Selectmen.***

Finance Committee Recommendation: 5-0-0 in favor

Board of Selectmen Recommendation: 5-0-0 in favor

Comment: *This article would fund the replacement of the East Harbor culvert pipe between Route 6 and Shore Road and the replacement of the two seaward sections of pipe and debris gate. Currently the seaward section is slumping and the debris gate is missing therefore creating a potential safety hazard. Several sinkholes and depressions were found along the pipe between Route 6 and Cape Cod Bay. The project has environmental benefits such as increasing tidal flushing to improve water quality, wetland restoration, as well as minimizing potential threats to road utilities and infrastructure.*

**ARTICLE 11: NON-UNION PERSONNEL CLASSIFICATION AND COMPENSATION SCHEDULE,
COST OF LIVING ALLOWANCE FOR FISCAL YEAR 2018**

To see if the Town will vote to amend the Personnel Bylaw, Section 12.3, Classification and Compensation Schedule (Non-Union Personnel) by deleting the applicable personnel classification and compensation schedule, and inserting in its place the following schedule to be effective July 1, 2017, (said schedule appearing in Appendix A). Said amendments having been incorporated in the FY 2018 Omnibus Operating Budget in the COLA Undistributed-Reserved for Transfer Account, Budget Line Item #01015457, or take any other action relative thereto. ***Requested by the Town Manager.***

Finance Committee Recommendation: 5-0-0 in favor

Board of Selectmen Recommendation: 5-0-0 in favor

Comment: Customary article. The Town Manager has recommended a 1.5% non-union personnel cost of living allowance for FY 2018, which was incorporated in the FY 2018 Omnibus Operating Budget. This article does not increase the operating budget as presented in Article 5. This is included solely to seek your approval of the non-union Classification and Compensation Plan. See Attachment A beginning on page 54.

ARTICLE 12: RE-CLASSIFICATION OF SEASONAL BEACH/RECREATION POSITIONS

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of Two Thousand Two Hundred Fifteen dollars and no cents (\$2,215.00) and to amend the Classification & Compensation Schedule by adding new language and deleting language as follows (new language shown **bold underline**, deleted language shown in ~~strike-out~~), or to take any action relative thereto. *Requested by the Town Manager.*

FROM FY17 CLASSIFICATION & COMPENSATION SCHEDULE								
NON-UNION & NON-CONTRACT								
Grade			TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL
			STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
4	Rec. Assistant Dir/ Program-Coordinator	Hrly	\$14.07	\$15.06	\$16.04	\$17.16	\$18.36	\$19.63
5	Beach Assistant Supervisor	Hrly	\$15.46	\$16.49	\$17.48	\$18.49	\$19.49	\$20.56
	Beach Lifeguard	Hrly	\$15.46	\$16.49	\$17.48	\$18.49	\$19.49	\$20.56
6	Beach Head Lifeguard	Hrly	\$16.56	\$17.58	\$18.63	\$19.66	\$20.72	\$21.84
	Assistant Program Supervisor	Hrly	\$16.56	\$17.58	\$18.63	\$19.66	\$20.72	\$21.84
8	Program Supervisor	Hrly	\$19.00	\$19.63	\$20.27	\$20.89	\$21.53	\$22.18

Finance Committee Recommendation: 4-0-1 in favor

Board of Selectmen Recommendation: 5-0-0 in favor

***Comment:** The current staff structure of the Recreation & Beach Department has evolved over the years to meet the programming needs of the Department, but position titles have remained the same. The changes will help clarify roles and the appropriate chain of command, compensate employees with more responsibility appropriately, and streamline the hiring process for future programs.*

ARTICLE 13: TRANSFER OF FUNDS FROM STABILIZATION FUND TO EMPLOYEE BENEFITS ACCOUNT

Two-thirds vote

To see if the Town will vote to transfer the sum of Fifty Thousand dollars (\$50,000.00) from the Stabilization Fund, if required, to an account designated to pay the unused sick and vacation time benefits for employees that retire, or to take any other action relative thereto. ***Requested by the Town Manager and Town Accountant.***

Finance Committee Recommendation: 5-0-0 in favor

Board of Selectmen Recommendation: 5-0-0 in favor

Comment: *Several Town employees with long years of service are eligible for retirement. This transfer would help mitigate the impact of pay outs those employees will receive for unused sick and vacation time should they retire. Our recommendation is to continue to reserve funds annually for this purpose as more employees reach retirement.*

ARTICLE 14: COA REVOLVING FUND

Section One: Reauthorization of the Revolving Fund for COA

To see if the town will vote to reauthorize the Council on Aging revolving fund originally established by Article 13 of the Annual Town Meeting held April 29, 2009 under the authority of MGL Chapter 44 Section 53E1/2. Said revolving fund will be used to aid in the development of self-funded, self-sustaining programs, activities and events. Receipts received from activities, events and programs shall be deposited into the fund and shall be available for expenditure by the Director of the Council on Aging, with the approval of the Town Manager, for purposes connected to the development and promotion of self-supporting activities. The total authorized expenditures from the fund shall not exceed Thirty Thousand dollars in any one fiscal year. As per MGL Ch.44 sec 53E1/2, expenditures from said fund shall not exceed the balance in the fund nor the total authorized expenditures established by annual town meeting. The fund will not be used to pay salary, wages or benefits of any full time employee. The fund shall be subject to annual authorization by annual town meeting, or take any other action relative thereto. *Requested by the Town Accountant.*

Finance Committee Recommendation: 5-0-0 in favor

Board of Selectmen Recommendation: 5-0-0 in favor

Comment: *Customary article.*

Section Two: Revolving Fund Bylaw

To see if the Town will vote to amend Chapter 1 of the General Bylaws by adding a new Section 1.1.8 as follows, (new text is shown as **bold underline**), or to take any action relative thereto. *Requested by the Town Accountant.*

1.1.8. Revolving Funds.

There is hereby established in the Town of Truro pursuant to G. L. c. 44, §53E½ the following Revolving Fund:

<u>Revolving Fund</u>	<u>Authorized to Spend Fund</u>	<u>Revenue Source</u>	<u>Use of Fund</u>
<u>Council on Aging</u>	<u>Director of Council on Aging</u>	<u>Program Fees</u>	<u>Development and Promotion of Programs</u>

Expenditures from the revolving fund set forth herein shall be subject to the limitation established annually by Town Meeting or any increase therein as may be authorized in accordance with G.L. c.44, §53E½.

Finance Committee Recommendation:

Board of Selectmen Recommendation: 5-0-0 in favor

***Comment:** Revolving funds must now be established by bylaw, and the expenditure limits must be established annually and prior to July 1. The Municipal Modernization Act eliminates the per board and total limitations on the size of such funds.*

ARTICLE 15: AMENDMENT TO PERSONNEL BYLAW ARTICLE 6, SECTION 6.1

To see if the Town will vote to amend Article 6, Section 6.1 of the Personnel Bylaw to change the manner in which vacation is accrued to facilitate electronic record keeping by adding new language and deleting language as follows (new language shown **bold underline**, deleted language shown in ~~strike-out~~), or to take any other action relative thereto. *Requested by the Town Manager.*

Section 6.1 In accordance with the following rules and regulations, all regular full-time employees of all departments of the Town are entitled to vacation on a calendar year basis as set forth below and which may not be taken during the first six months of employment. **Vacation time will be awarded at the end of the month for each full month of employment during the months of January through October.**

<u>Time in Service (years)</u>	<u>Days of Vacation</u> <u>Per Month – January through October</u> <u>Per 26 Days Worked</u>	<u>Maximum Accrual</u> <u>Not to Exceed (days)</u>
0-1	1.0	20
1-2	1.1	20
2-3	1.2	20
3-4	1.3	20
4-5	1.4	20
5-6	1.5	25
6-7	1.6	25
7-8	1.7	25
8-9	1.8	25
9-10	1.9	25
10-11	2.0	30
11-12	2.1	30
12-13	2.2	30
13-14	2.3	30
14-15	2.4	30
15-on	2.5	30

Vacation time granted and taken by an employee shall be in units of not less than one (1) full-day at the discretion of the department head. In addition, vacation days used **or** granted to compensate for sick leave following exhaustion of sick leave credits, may also be taken in units of not less than half day (.5) increments.

Finance Committee Recommendation: 5-0-0 in favor

Board of Selectmen Recommendation: 5-0-0 in favor

Comment: *The current method of vacation accrual is dependent upon each employee’s hire date and the counting of 26 days from that date. After looking at multiple payroll services and software, it was determined that the Town’s current method does not allow for automation to track an employee’s accrual and use of paid time off without procuring custom software. This change will allow the Town to fully automate the payroll process, without purchasing custom software and without impacting current employee benefits.*

ARTICLE 16: COMMUNITY PRESERVATION ACT

Section One: Administrative Percentage

To see if the Town will vote to appropriate the sum of Twenty Six Thousand, Seven Hundred Eighty-four dollars (\$26,784.00) from Projected Fiscal Year 2018 Community Preservation Act Surcharge Revenues for the administrative expenses of the Community Preservation Committee, or take any other action relative thereto. *Requested by the Community Preservation Committee.*

Finance Committee Recommendation: 5-0-0 in favor

Board of Selectmen Recommendation: 5-0-0 in favor

Community Preservation Committee Recommendation: 8-0-1 in favor

***Comment:** The Community Preservation Act and the Truro Community Preservation By-Law permit 5% of the Community Preservation Act revenue to be used to cover expenses for a consultant to manage CPC operations, as well as for legal expenses, membership in the Community Preservation Coalition, printing, advertising and supplies. Any money remaining unspent at the end of Fiscal Year 2018 will revert to the Community Preservation Act Undesignated Fund Balance.*

Section Two: Truro Housing Authority Consultant (Community Housing)

To see if the Town will vote to appropriate the sum of Thirty Thousand dollars (\$30,000.00) including Fourteen Thousand Five Hundred Seventy-seven dollars (\$14,577.00) from the Community Preservation Act Fund Balance Reserved for Community Housing and Fifteen Thousand Four Hundred Twenty-three dollars (\$15,423.00) from projected Fiscal Year 2018 Community Preservation Act Surcharge Revenue to permit the Truro Housing Authority to contract with a technical consultant on an occasional basis as need for specific Affordable Housing projects, or take any other action relative thereto. *Requested by Truro Housing Authority.*

Finance Committee Recommendation: 5-0-0 in favor

Board of Selectmen Recommendation: 5-0-0 in favor

Community Preservation Committee Recommendation: 8-0-1 in favor

Comment: The members of the Truro Housing Authority are volunteers, working with very detailed and complicated State and Federal regulations. In order to achieve the best use of our resources, the Truro Housing Authority needs access to professional expertise in developing and implementing housing projects. The consultant will not be a full or part-time employee of the Town, but rather will work on particular projects on an “as needed” basis. These funds will be used for a consultant to continue to work on property acquisition, construction and preservation.

Section Three: 143 Route 6 Habitat for Humanity of Cape Cod (Community Housing)

To see if the Town will vote to appropriate the sum of Two Hundred Ten Thousand dollars (\$210,000.00) from projected Fiscal Year 2018 Community Preservation Act surcharge revenue for the construction of three Habitat for Humanity Homes on land located at 143 Route 6 (Truro Assessor's Map 51, Parcel 31), subject to a grant agreement and a deed restriction satisfactory to the Community Preservation Committee, or take any other action relative thereto. *Requested by Habitat for Humanity of Cape Cod.*

Finance Committee Recommendation: 4-1-0 in favor

Board of Selectmen Recommendation: 5-0-0 in favor

Community Preservation Committee Recommendation: 8-0-1 in favor

Comment: Truro is in desperate need of affordable housing. Habitat creates high quality homes with an extra layer of affordability. Not only are these homes priced within range of young families, but also Habitat works with buyers to ensure that they can obtain favorable financing. If the buyer is unable to obtain affordable financing, Habitat offers an alternative 0-interest mortgage. In addition, qualified buyers are expected to provide sweat equity to complete their home.

Section Four: Cape Cod Village Home for Adults with Autism (Community Housing)

To see if the Town will vote to appropriate the sum of Fifty Thousand dollars (\$50,000.00) including Twenty-six Thousand Two Hundred Sixty-one dollars (\$26,261.00) from projected Fiscal Year 2018 Community Preservation Act surcharge revenue and Twenty-three Thousand Seven Hundred Thirty-nine dollars (\$23,739.00) from Community Preservation Act Undesignated Fund Balance to contribute to the costs of a permanent home for 15 adults with autism who require 24 hour per day assistance to be built at Childs Homestead Road, Orleans, Massachusetts, subject to a grant agreement and a deed restriction satisfactory to the Community Preservation Committee, or take any other action relative thereto. ***Requested by Cape Cod Village, Inc.***

Finance Committee Recommendation: 5-0-0 in favor

Board of Selectmen Recommendation: 5-0-0 in favor

Community Preservation Committee Recommendation: 7-1-1 in favor

Comment: *The Cape Cod Village building plans for Childs Homestead Rd. in Orleans will benefit Truro and the entire Lower Cape by providing an opportunity for housing of these very special needs adults. Parents and families will have an affordable and suitable option that is nearby and promises to keep the residents in touch with the community, and the community involved with the residents.*

Section Five: Phase 2 Preservation & Restoration of Highland House Museum (Historic Preservation)

To see if the Town will vote to appropriate the sum of Two Hundred Forty-nine Thousand dollars (\$249,000.00) including Fifty-six Thousand Two Hundred Sixty-one dollars (\$56,261) from projected Fiscal Year 2018 Community Preservation Act surcharge revenue and One Hundred Ninety-two Thousand Seven Hundred Thirty-nine dollars (\$192,739) from Community Preservation Act Undesignated Fund Balance for the second phase of the preservation and restoration of The Highland House Museum, subject to a grant agreement satisfactory to the Community Preservation Committee, or take any other action relative thereto. ***Requested by the Truro Historical Society.***

Finance Committee Recommendation: 4-1-0 in favor

Board of Selectmen Recommendation: 5-0-0 in favor

Community Preservation Committee Recommendation: 7-0-2 in favor

Comment: *The Highland House Museum is the repository for the history and artifacts of Truro and is one of the very few historic public buildings in our town. As part of the restoration and repurposing of this building in Phase 1, the Truro Historical Society (THS) was required to, and did, obtain a twenty-year lease with the Cape Cod National Seashore. In Phase 2, the THS will secure the building: framing walls and floors, repairing roofing and foundations systems, and updating electrical systems with appropriate lighting for display and work areas. This is a multi-year project of the CPC.*

Section Six: Edgewood Farm Historic Preservation Project Phase 2 (Historic Preservation)

To see if the Town will vote to appropriate the sum of Seventy-five Thousand dollars (\$75,000.00) including Ten Thousand Two Hundred Thirty-five dollars (\$10,235) from projected Fiscal Year 2018 Community Preservation Act surcharge revenue and Sixty-four Thousand Seven Hundred Sixty-five dollars (\$64,765) from Community Preservation Act Undesignated Fund Balance for the restoration and preservation of three historic buildings at Edgewood Farm, subject to a grant agreement and a deed restriction satisfactory to the Community Preservation Committee, or take any other action relative thereto. ***Requested by Truro Center for the Arts at Castle Hill.***

Finance Committee Recommendation: 3-0-2 in favor

Board of Selectmen Recommendation: 3-1-1 in favor

Community Preservation Committee Recommendation: 8-0-1 in favor

Comment: *Edgewood Farm is home to the historic Manuel Corey House, Barn and Cottage, all of which were built in the 1800s by Manual Corey, a Truro native and longtime Town Clerk. After Mr. Corey's demise, Eleanor Meldahl and her family lived at the farm. Ms. Meldahl, one of the founders of the Center for the Arts at Castle Hill, facilitated the acquisition of Edgewood Farm by Castle Hill, in order to preserve the property and to foster the further development of Truro as a flourishing creative community. The Center has raised a significant amount of money towards the restoration of the farm's buildings. A deed restriction, in a form acceptable to the CPC, will ensure that the Farm remains a historic property in perpetuity.*

Section Seven: Puma Park Enhancement (Recreation)

To see if the Town will vote to appropriate the sum of One Hundred Fifty-three Thousand dollars (\$153,000.00) including Fifty Thousand dollars (\$50,000) from Community Preservation Act Undesignated Fund Balance and One Hundred three thousand dollars (\$103,000) from the unexpended balance of the Friends of Truro Recreation/Recreation Commission project to design and renovate Snow’s Field (as approved by Article 9 section 1, Annual Town Meeting April 29, 2014) for the acquisition and installation of ADA compliant safe and accessible surface as part of the project to enhance Puma Park, or take any other action relative thereto. *Requested by the Truro Commission on Disabilities.*

Finance Committee Recommendation: 5-0-0 in favor

Board of Selectmen Recommendation: 5-0-0 in favor

Community Preservation Committee Recommendation: 8-0-1 in favor

Comment: The Truro Commission on Disabilities aims to improve features at Puma Park with offerings for all ages, those who are physically challenged as well as the able bodied. The most important part of this project is the resurfacing of the area. The preparation of the area will be accomplished by volunteer labor, but the installation must be done by professionals.

Section Eight: 25 and 25A Pond Road Land Acquisition (Open Space)

To see if the Town will vote to appropriate the sum of Two Hundred Thousand dollars (\$200,000.00) from Community Preservation Act Undesignated Fund Balance to provide a grant to the Truro Conservation Trust for the acquisition and preservation of 25 and 25A Pond Road, (Truro Assessor's Map 36, Parcels 39 and 35, respectively) to preserve the property as open space in perpetuity, including access for passive recreational use, subject to a grant agreement and a deed restriction satisfactory to the Community Preservation Committee, or take any other action relative thereto. ***Requested by the Truro Conservation Trust.***

Finance Committee Recommendation: 4-0-1 in favor

Board of Selectmen Recommendation: 3-2-0 in favor

Community Preservation Committee Recommendation: 8-0-1 in favor

Comment: *The Conservation Trust has supported the purchase of the 10-acre Rogers property on Pond Road, which is the only remaining twinefield in Truro, in order to protect this valuable resource in perpetuity. In accepting this CPC grant, the Conservation Trust has agreed to ensure that the property is accessible to the public by way of walking trails, benches and distribution of public information.*

Section Nine: Great Hollow Extension - Land Acquisition (Open Space)

To see if the Town will vote to appropriate the sum of up to Fifty Thousand dollars (\$50,000.00) from Community Preservation Act Undesignated Fund Balance to provide a grant to the Truro Conservation Trust for the purchase of a 1.09-acre lot at 2 Kill Devil Road, (Truro Assessor’s Map 42, Parcel 303). This appropriation would provide a match grant under which every \$3 raised by the proponents would be matched by \$1 of CPA funds to a maximum of \$50,000; the match funds would be conditioned upon a Purchase and Sale agreement, fully executed by all appropriate parties, a scheduled closing date for the acquisition, upon agreement by the Town to accept the parcel as a gift and upon execution of a deed restriction in a form acceptable to the CPC, or take any other action relative thereto. *Requested by a group of twelve taxpayers led by Mary Ellen Kimball and Ann M. Courtney (See Truro CPA Plan August 2015, Section 2(A)).*

Finance Committee Recommendation: 1-3-1 in favor

Board of Selectmen Recommendation: 0-4-1 in favor

Community Preservation Committee Recommendation: 8-0-1 in favor

Comment: The purchase of this lot would add 267 feet to the existing approximately 130-foot public beach. It would help preserve the rural and coastal character of the Town, protect the fragile environment and preserve scenic views. Great Hollow is a popular sunset viewing spot. The organizers of the project are seeking other sources of funding from grants, corporate matching funds and private donations.

ARTICLE 17: AMEND ZONING BYLAWS, §40, SPECIAL REGULATIONS, §40.2 AFFORDABLE ACCESSORY DWELLING UNIT BY DELETING IN ITS ENTIRETY AND REPLACING IT WITH NEW LANGUAGE **Two-thirds vote**

To see if the town will vote to amend Section 40, Special Regulations, §40.2 Affordable Accessory Dwelling Unit, by deleting in its entirety and replacing with new language (shown in **bold underline**), as follows, or to take any other action relative thereto. *Requested by Petitioned Article.*

§40.2 Accessory Dwelling Unit

A. The purposes of this bylaw are to:

- 1. Increase the number of moderately priced, year-round rental dwelling units in Truro;**
- 2. Encourage a more economical and energy-efficient use of the Town's housing supply; and**
- 3. Provide homeowners with a means of obtaining rental income to defray housing costs.**

B. Requirements

- 1. One Accessory Dwelling Unit (ADU) per buildable lot may be allowed in any zoning district by obtaining an ADU Permit from the Planning Board.**
- 2. An ADU may be established within or attached to a principal dwelling, principal structure, or accessory structure, or constructed as a detached unit, and must be located on the same lot as the primary dwelling.**
- 3. The ADU must be in conformity with the State Building Code, Title V of the State Sanitary Code and all applicable town health, building, zoning and other local laws and regulations.**
- 4. An ADU within or attached to a principal dwelling, principal structure or accessory structure that is a pre-existing nonconforming use or structure shall not increase any existing nonconformity or create a new nonconformity without first obtaining a Permit or Variance, respectively, from the Zoning Board of Appeals.**

C. ADU Permit Criteria

- 1. The ADU shall be a complete, separate housekeeping unit containing both kitchen and sanitary facilities.**
- 2. The ADU shall not contain more than one thousand (1,000) square feet nor less than four hundred (400) square feet of Gross Floor Area as that term is defined in Section II of this Zoning By-law. Once an ADU has been added to a dwelling, structure or lot, the ADU shall not be enlarged beyond the square footage specified in the permit granted pursuant to this section without first obtaining a subsequent permit from the Planning Board, and in no case shall an ADU be permitted to exceed the square footage allowed by this section.**
- 3. At least two (2) off street parking spaces in addition to parking otherwise required for the property is required for an ADU.**
- 4. An ADU shall be clearly subordinate in use, size and design to the principal dwelling or structure, considering the following: building architectural details, roof design, building spacing and orientation, building screening, door and window size and location, and building materials. When accessory to a principal dwelling, the intent is to retain the appearance of a single-family dwelling and the privacy of abutters.**
- 5. The principal dwelling and ADU and lot on which they are located shall remain in common ownership, and shall not be severed in ownership, including that the lot, buildings or units thereon shall not be placed in a condominium form of ownership.**
- 6. Either the ADU or the principal dwelling on a lot with an ADU must be leased for a term of at least twelve (12) months. Rental of said unit for a period of less than twelve (12) months (including, but not limited to, seasonal rental and rental through vacation rental services and websites) is prohibited. Proof of year-round rental shall be provided annually to the Building Commissioner by the owner in the form of a lease and a signed affidavit from both the owner and renter stating the unit is being rented accordingly and is used as a primary**

residence.

7. ADUs permitted under this section shall be inspected annually or as frequently as deemed necessary by the Health and Building Departments for compliance with public safety and public health codes. The owner of the property shall be responsible for scheduling such inspection and shall pay any applicable inspection fees.

D. Procedure

1. Each application for a Permit shall be filed by the Applicant with the Town Clerk consisting of:
 - a. An original and 14 copies of the Application for ADU Permit;
 - b. 15 copies of the required plans and other required information under §40.2;
 - c. Applicable filing fee;
 - d. List of abutters obtained from the Truro Assessing Department
 - e. Site Plan or Site and Sewage Plan prepared by a registered professional engineer or registered sanitarian showing all property lines, existing and proposed structures on the parcel, and setbacks from roads and property lines for each structure. Building dimensions (height, stories, square footage) shall be shown on the plan.
 - f. Documentation of approval of the septic/wastewater treatment system from the Board of Health.
 - g. Building plans at a scale of no less than 1/8" = 1'-0", including floor plans and front, side and rear elevations of the ADU and principal dwelling or structure.
 - h. Affidavit declaring that the ADU and/or principal dwelling to which it is accessory will be rented on a twelve month basis.
 - i. Documentation of approval, if applicable, from the Conservation Commission.
 - j. Documentation of Special Permit or Variance, if applicable, from the Zoning Board of Appeals.

E. Public Hearing

1. Upon receipt of the application by the Truro Town Clerk, the Planning Board shall hold a duly noticed public hearing within 65 days of said filing. The Board shall:
 - a. Give notice by advertisement in a newspaper of general circulation in the Town of Truro, no less than ten (10) days before the day of such hearing; and,
 - b. Give notice by posting such notice in a conspicuous place in the Town Hall for a period of not less than ten (10) days before the day of such hearing; and,
 - c. Give notice by mailing a copy of such advertisement to abutters to the subject property, abutters to abutters within 300 feet of the subject property, and owners of properties across the street from the subject property.

F. Findings of the Planning Board

1. The Planning Board shall grant an ADU Permit if it finds that the proposal complies with the provisions of this bylaw, §40.2, as amended. The concurring vote of four members of the Planning Board shall approve an ADU permit as submitted or with reasonable conditions. The Board shall deny the permit only if:
 - a. The application is incomplete, and the applicant fails to complete the application within 21 days after written notice of the application's deficiencies, or
 - b. The imposition of reasonable conditions will not ensure that the ADU will conform to the standards and criteria described herein, or
 - c. The ADU does not comply with the requirements of the Zoning By-law.
2. The permit decision is not appealable.

G. Penalty

Failure of the applicant to comply with any provision of this section or the Permit is punishable by a fine established in Section 60.1 of the Truro Zoning By-laws and shall entitle the Planning Board,

after notice and public hearing, to revoke, modify or suspend the Permit. The Town shall be entitled to recover its litigation fees, including counsel fees, incurred in enforcement of this Bylaw.

H. Requirements for Tax Exemption

Qualifying ADUs permitted under this section are eligible to seek tax abatement pursuant to Chapter I, Section 10 of the Truro General Bylaws, Tax Exemption for Affordable Accessory Dwelling Units.

Planning Board Recommendation: 1-4-0 in favor

Board of Selectmen Recommendation: 4-0-1 in favor

***Comment:** This is a citizen petitioned article. This article was created to allow homeowners to build or convert an existing building to one (1) accessory dwelling unit on their property with the provision that it be rented year round as opposed to seasonally. This will benefit the community by increasing the opportunities for young people to afford to live in town, enable elderly residents to downsize or rent a portion of their home and will help create a more well-rounded community. There is a segment of the community that earns more than allows them to qualify for affordable housing yet don't make enough to afford a home. This bylaw will allow residents to create opportunities for this segment of society to live in Truro.*

ARTICLE 18: AMEND ZONING BYLAWS SECTION §10.4 BY ADDING A NEW DEFINITION, REMOVING AN EXISTING DEFINITION AND AMEND §30.2 USE TABLE, BY DELETING USES FROM THE TABLE ***Two-thirds vote***

To see if the town will vote to amend the Truro Zoning Bylaw Section 10.4- Definitions, by adding a new definition, remove an existing definition and to amend Section 30.2 by deleting uses from the table or take any other action relative thereto. *Requested by Petitioned Article.*

§ 10.4. Definitions

Dwelling Unit, Accessory. A dwelling unit either detached from or located within or attached to a principal single family dwelling, or an accessory structure to the principal single family dwelling on the same lot, such as a garage. The Accessory Dwelling Unit (ADU) shall contain at least four hundred (400) square feet but not more than one thousand (1,000) square feet of Gross Floor Area. An Accessory Dwelling Unit shall be a complete, separate housekeeping unit containing both kitchen and sanitary facilities in conformance with §40.2 of this bylaw. (04/17)

And to further amend Section 10.4 by deleting Dwelling, Two Family, Duplex in its entirety.

And further, to amend Section 30.2 - Use Table, by making the following changes (new text shown **bold underline** and deleted shown as ~~strike-out~~), and to direct the Town Clerk to renumber the notes following the Use Table and the corresponding references in the Use Table to ensure numerical progression and consistency.

§30.2. Use Table

The following uses are permitted by district as indicated below, and consistent with the purposes for which the district was established. Uses not expressly permitted are deemed prohibited.

KEY

- P Permitted
- SP May be allowed by special permit granted by the Board of Appeals, or the Planning Board, where noted
- N Not permitted
- R Residential
- BP Beach Point Limited Business
- NT6A Route 6A, North Truro Limited Business
- TC Truro Center Limited Business
- NTC North Truro Center General Business
- RT 6 Route 6 General Business
- S Seashore

PRINCIPAL USES							
	R	BP	NT6A	TC	NTC	RT 6	S
AGRICULTURAL							
Agricultural (except Animal Husbandry); horticultural, floricultural	P	P	P	P	P	P	P
Animal husbandry, parcels of more than 5 acres	P	P	P	P	P	P	P
Animal husbandry, parcels of 5 acres or less	SP	SP	SP	N	SP	SP	SP
COMMERCIAL							
Automobile service, repair, storage, or salesrooms	N	N	N	N	P	P	N
Commercial fishing activity (1, 11)	P	P	P	P	P	P	P
Professional office (2)	N	P	P	P	P	P	N
Restaurant	N	N	N	P	P	P	N
Retail business service (4/14)	N	N	P	P	P	P	N
Retail sales (4/14)	N	N	N	P	P	P	N
Wholesale Trade (4/14)	N	N	SP	SP	P	P	N
INDUSTRIAL							
Communication structure	N	N	N	N	N	SP (4)	N
Industrial or manufacturing use (5)	N	N	N	N	SP	SP	N
Marine installation	SP	SP	SP	N	SP	SP	N
Public utility	N	N	N	N	P	P	P
Research or experimental lab (6)	SP	SP	SP	N	SP	SP	N
Small engine repair	SP	SP	SP	N	SP	SP	N
Trade, repair shop, etc. (7) (4/14)	N	N	P	P	P	P	N
INSTITUTIONAL							
Educational institution	P	P	P	P	P	P	P
Hospital, nursing and/or convalescent home	P	P	P	P	P	P	P
Municipal use (4/13)	P	P	P	P	P	P	P

PRINCIPAL USES							
	R	BP	NT6A	TC	NTC	RT 6	S
Private club not conducted for profit	SP	SP	SP	N	SP	SP	N
National Seashore administration facilities, public facilities	N	N	N	N	N	N	P (11)
Religious institution	P	P	P	P	P	P	P
Large-Scale Ground Mounted Photovoltaic Array (4/11)	SP (12)	N	N	N	N	P	P
RECREATIONAL							
Children's camp	SP	SP	SP	N	SP	SP	N
Park, playground, non-commercial recreation	P	P	P	N	P	P	N
RESIDENTIAL							
Cottage or cabin colony, motor court	N	P	N	N	P	P	N
Duplex new (8)	N	SP	SP	SP	SP	SP	N
Duplex, conversion of existing single-family dwelling (8)	SP	SP	SP	SP	SP	SP	N
Hotel	N	N	N	N	P	P	N
Motel	N	P	N	N	P	P	N
Single family dwelling (10)	P	P	P	P	P	P	P (11)
ACCESSORY USES							
<u>Dwelling Unit, Accessory (10) (04/07)</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
Bed and breakfast, home; as defined; Boarding House, Home, as defined	P	P	P	N	P	P	P (11)
Habitable Studio	P	P	P	N	N	P	P
Home occupation, as defined	P	P	P	P	P	P	P (11)
Other home occupation (5)	SP	SP	SP	N	SP	SP	N
Working Studio	P	P	P	N	N	P	P

(04/06)

1. To include traditional fishing activities, opening of shellfish, storage and use of fishing equipment.
2. No more than four (4) offices per lot; 20% lot coverage permitted, exclusive of parking; storage of equipment or materials where they are visible from neighboring properties or public or private ways is prohibited; the Board of Appeals shall find that the proposed use does not produce any injurious or offensive dirt, odor, fumes, gas, noise, or danger from explosion or fire.
3. Reserved (4/14)
4. Includes buildings and appurtenances; Special Permit Granting Authority is the Planning Board.
5. The Board of Appeals shall find that a proposed use is not injurious or offensive or tends to reduce values in the same district by reason of dirt, odor, fumes, gas, sewage, noise, or danger from explosion or fire.
6. The Board of Appeals may approve activities which are necessary in connection with scientific research or scientific development or related production, and which are accessory to a permitted use, if the Board finds the proposed accessory use does not substantially derogate from the public good; the proposed accessory use need not be located on the same parcel as the primary use.
7. Includes shops of carpenters, plumbers, electricians, dressmakers and similar tradespeople, repairs to radio-TV-computers and related electronic services, bicycle repairs, furniture repairs and upholstery. (4/14)
- ~~8. Uses in this category are further subject to the special regulations set forth in §40.1, Duplex Houses and Apartments.~~
9. Except trailers, mobile homes, Quonset huts or portable buildings. One tent for non-commercial use is allowed per lot, for a specified period of time and with the written consent of the owner and the Board of Health. The Board of Health may limit the period of time the tent is erected and used.
- 10. Uses in this category are further subject to the special regulations set forth in §40.2, Accessory Dwelling Unit, and the Planning Board shall serve as the Permit granting authority. (04/0+1Z)**
11. Uses in this category are further subject to the special regulations set forth in §30.3, Seashore District.
12. Except in the Solar Farm Overlay District, where the use is permitted.

Planning Board Recommendation: 1-4-0 in favor

Board of Selectmen Recommendation: 5-0-0 in favor

Comment: *This is a citizen petitioned article. This article will change the Use Table and Definitions in the existing Zoning Bylaws to conform with the change provided in Article 17 should Article 17 pass.*

ARTICLE 19: AMENDMENT TO CHAPTER 1, TOWN AFFAIRS OF THE TRURO GENERAL BYLAWS

To see if the town will vote to amend the Truro General Bylaws, Chapter 1, by adding a new section 10, Tax Exemption for Affordable Accessory Dwelling Units, (new language shown as **bold underline**), or take any other action relative thereto. *Requested by Petitioned Article.*

Chapter 1, Section 10. Tax Exemption for Affordable Accessory Dwelling Units

A. Applicability

Pursuant to Chapter 306 of the Acts of 2014, Affordable Accessory Dwelling Units permitted in accordance with §40.2 of the Truro Zoning Bylaw occupied by income eligible households and rented for an amount not to exceed the fair market rents established by the United States Department of Housing and Urban Development shall be exempt from taxation under Chapter 59 of the General Laws provided they meet the following qualifying factors.

B. Exemption Calculation

The exemption shall be equal to the tax otherwise owed on the property based on the assessed value of the property, including ADUs, multiplied by the square footage of the living space of all dwelling units on the property that are restricted to occupancy by low or moderate income households, divided by the total square feet of structures on the property. For a property with a single dwelling unit, the exemption allowed shall not exceed 50% of the tax otherwise owed. For purposes of determining the assessed value of the property, if by income approach to value, the assessment shall assume that all housing units are rented at fair market rent as determined by the US Department of Housing and Urban Development. To be eligible for exemption, the housing unit shall be leased to a low or moderate income household at such rents for the entire fiscal year for which the exemption is sought.

C. Affordability Requirements

- 1. Households leasing and occupying the affordable dwelling unit shall upon initial application and annually thereafter on the first of September in each calendar year, submit to the Town or its agent the documentation necessary to confirm their eligibility to occupy the dwelling unit. Specifically, all dwelling units must be rented to those meeting the following guidelines for a low or moderate-income family: (1) low income families having an income not exceeding eighty (80) percent of the Barnstable County median family income, and (2) moderate income families having an income between eighty (80) and one hundred twenty (120) percent of the Barnstable County median family income and, as determined by the United States Department of Housing and Urban Development (HUD) Published Income Guidelines, as they may from time to time be amended.**
- 2. Maximum rents shall be established in accordance with Fair Market Rental Guidelines published from time to time by the United States Department of Housing and Urban Development (HUD). Property owners are required to submit to the Town or its agent information on the rents to be charged. Each year thereafter on the first of September, they shall submit to the Town or its agent information on annual rents to be charged. Forms for this purpose shall be provided by the Town. Rents may be adjusted upward and shall be adjusted downward annually in accordance with adjustments to the Fair Market Rental Guidelines.**

Finance Committee Recommendation: 4-0-1 in favor

Planning Board Recommendation: 1-4-0 in favor

Board of Selectmen Recommendation: 5-0-0 in favor

Comment: This is a citizen petitioned article. This article will add a section to the Truro General Bylaws allowing people who create an accessory dwelling on their property to qualify for a tax exemption on that unit if the accessory dwelling unit is designated as an affordable accessory dwelling unit.

ARTICLE 20: AMENDMENT TO PRIVATE AND PUBLIC WAYS AND PLACES §1-9-7 GENERAL BYLAWS

To see if the Town will vote to amend Section 1-9-7 of the General Bylaws by adding new language and deleting language as follows (new language shown **bold underline**, deleted language shown in ~~strike-out~~), or take any other action relative thereto. *Requested by the Board of Selectmen.*

1-9-7 No person shall permit any vehicle under his care or control, to stand **on or** across any public highway or street, in such a manner as to obstruct the travel over the same, for an unnecessary length of time; no person shall stop with a vehicle in any public street so near to another vehicle as to obstruct public travel; and no person shall stop with any vehicle upon any crossing in any street or highway in the town. Whoever violates the provisions of this Bylaw shall be subject to a penalty as described in Appendix A of this document.

Board of Selectmen Recommendation: 5-0-0 in favor

Comment: This proposed change will provide clarification for enforcement purposes on publicly owned roads.

ARTICLE 21: AMENDMENT TO MOTOR VEHICLES §4-4-1 GENERAL BYLAWS

To see if the Town will vote to amend Section 4-4-1 of the General Bylaws by adding new language and deleting language as follows (new language shown **bold underline**, deleted language shown in ~~strike-out~~), or take any other action relative thereto. *Requested by the Board of Selectmen.*

4-4-1 It shall be unlawful for the owner or operator of any motor vehicle to park said motor vehicle on any property, public or private, without permission from the person in legal possession thereof. Any police officer who finds any motor vehicle violating the provisions of this Bylaw shall cause the vehicle to be **ticketed and/or** towed away to a place for safe-keeping at the expense of the vehicle's owner.

Board of Selectmen Recommendation: 5-0-0 in favor

Comment: This proposed change will allow for an enforcement mechanism alternative to towing when vehicles are parked unlawfully.

ARTICLE 22: AMENDMENT TO APPENDIX A GENERAL BYLAWS

To see if the Town will vote to amend Appendix A of the General Bylaws by adding new language and deleting language as follows (new language shown **bold underline**, deleted language shown in ~~strike-out~~), or take any other action relative thereto. *Requested by the Board of Selectmen.*

Chapter & Section	Subject	Fine \$	Enforcing Authority
1-9-4	Driving motor vehicle on public beach without a permit	\$20.00 per offense	Police Department, Beach Commission <u>Department</u>

Chapter & Section	Subject	Fine \$	Enforcing Authority
1-9-6 <u>1-9-7</u>	Vehicle obstruct public street	\$50.00 per offense	Police Department

Chapter & Section	Subject	Fine \$	Enforcing Authority
1-9-7 <u>1-9-8</u>	Occupying public street as storage room for vehicles	\$100.00 per offense	Police Department

Chapter & Section	Subject	Fine \$	Enforcing Authority
4-3-5	Handicap Parking	\$100.00 - \$300.00 and removal in accordance with MGL Ch. 40 sec 22D	Police Department, Beach Commission <u>Department</u>

Chapter & Section	Subject	Fine \$	Enforcing Authority
<u>4-4-1</u>	<u>Unlawful motor vehicle parking</u>	<u>\$50.00 per offense</u>	<u>Police Department</u>

Board of Selectmen Recommendation: 5-0-0 in favor

***Comment:** These proposed changes include “housekeeping” items for misidentified chapters and sections in the original appendix, changes from Beach Commission to the Beach Department as the Enforcing Authority and proposes a fine for the ticketing alternative to towing as proposed in ARTICLE 21.*

ARTICLE 23: DECLARING A TWO THIRDS VOTE AT TOWN MEETING

To see if the Town will vote to amend Chapter 1 of the General Bylaws by adding a new Section 1.1.7 as follows:

1.1.7 Town Meeting – Two-Thirds Vote. On all matters to come before Town Meeting requiring a two thirds vote by statute, a count need not be taken unless the vote as declared by the Moderator is immediately questioned by seven or more registered voters.

Or take any other action relative thereto. *Requested by the Board of Selectmen.*

Board of Selectmen Recommendation: 5-0-0 in favor

Comment: Adoption of this bylaw was suggested by Town Counsel after the last Town Meeting to insure that the Town is compliant with Massachusetts General Law for conducting Town Meeting and to facilitate the process during Town Meeting.

ARTICLE 24: ACCEPT MASSACHUSETTS GENERAL LAW CHAPTER 39, SECTION 23D

To see of the Town will vote to accept Massachusetts General Laws Chapter 39, Section 23D, in its present form and as subsequently amended, and to apply this statute hereafter to all adjudicatory hearings conducted by Town boards, committees councils and commissions, or take any other action relative thereto.

Requested by the Planning Board.

Planning Board Recommendation: 6-0-0 in favor

Board of Selectmen Recommendation: 5-0-0 in favor

Comment: *If the Town of Truro adopts this law, members of adjudicatory boards, committees and commissions will not be disqualified from voting on a matter solely due to the fact of that member's absence from one meeting during which testimony on the matter was heard. Before any such vote, however, the member must certify that he/she has examined all evidence of the missed hearing. The written certification shall be part of the record of the hearing. Adjudicatory hearings are held by the Planning Board, the Board of Health, the Board of Selectmen, the Conservation Commission and the Zoning Board.*

ARTICLE 25: CHARTER AMENDMENT TO SECTION 4-2-7

Two-thirds vote

To see if the Town will vote to amend Section 4-2-7 of the Town Charter by adding new language and deleting language as follows (new language shown **bold underline**, deleted language shown in ~~strike-out~~), or take any other action relative thereto. *Requested by the Board of Selectmen.*

4-2-7 The Board of Selectmen shall have the sole authority to enter into contracts for amounts greater than \$100,000.00 for the Town unless otherwise provided for in General Law or By-law. The Town Manager shall have the authority to enter into contracts for amounts up to \$100,000.00 for the Town unless otherwise provided for in General Law or By-Law. **For employment contracts that exceed \$100,000.00 in total compensation, exclusive of fringe benefits, in any single year of the agreement, the Town Manager shall consult with the Board of Selectmen before executing the agreement.** The exception, in either case, occurs when contracts are funded within the school budget, and those contracts shall be signed by the Superintendent of Schools or the School Committee, whichever is appropriate in accordance with the General Laws.

Charter Review Committee: 5-0-0 in favor

Board of Selectmen Recommendation: 4-1-0 in favor

***Comment:** The Town Manager is authorized to sign contracts for amounts up to \$100,000.00 for the Town. The Town Manager is also the appointing authority and personnel administrator for Town department heads and staff as outlined in Town Charter Chapter 5, which requires him/ her to engage in contract negotiations. Contract negotiations exceeding \$100,000.00 require the Board of Selectmen to negotiate and provide authorization under the current Town Charter, however in some of the positions appointed by the Town Manager salaries may exceed \$100,000.00.*

ARTICLE 26: CHARTER AMENDMENT TO SECTION 6-2-12

Two-thirds vote

To see if the Town will vote to amend Section 6-2-12 of the Town Charter by adding new language as follows (new language shown **bold underline**), or to take any other action relative thereto. *Requested by the Board of Selectmen.*

6-2-12 Multi-member bodies shall deal with employees who are subject to the direction and supervision of the Town Manager solely through the Town Manager, and neither the multi-member body nor its members shall give orders to any such employee.

Charter Review Committee: 5-0-0 in favor

Board of Selectmen Recommendation: 5-0-0 in favor

Comment: It is important for members of all boards and committees to deal with employees who are under the supervision and control of the Town Manager solely through the Town Manager. Appropriate language exists in 4-5-2 for members of the Board Selectmen, however, there is no such language in Chapter 6 for other multi-member bodies.

ARTICLE 27: CHARTER AMENDMENT TO SECTION 6-4-1

Two-thirds vote

To see if the Town will vote to amend Section 6-4-1 of the Town Charter by deleting language as follows (deleted language shown in ~~strike-out~~), or take any other action relative thereto. ***Requested by the Board of Selectmen.***

~~6-4-1 All appointed multi-member bodies which exist as of the effective date of this Charter Review shall continue to exist and shall be subject to section 2 of this chapter.~~

Charter Review Committee: 5-0-0 in favor

Board of Selectmen Recommendation: 5-0-0 in favor

Comment: *The Charter currently lists all multi-member bodies (including at least one which no longer exists), which is too specific and requires a Charter change each time a board or committee is established or eliminated. This change makes the language less specific, which allows for more operating flexibility so that multi-member bodies that are no longer necessary or effective can be disbanded.*

ARTICLE 28: CHARTER AMENDMENT TO SECTION 6-4-2

Two-thirds vote

To see if the Town will vote to amend Section 6-4-2 of the Town Charter by adding new language and deleting language as follows (new language shown **bold underline**, deleted language shown in ~~strike-out~~), or take any other action relative thereto. *Requested by the Board of Selectmen.*

6-4-2 The **regulatory** multi-member bodies listed below shall be appointed by the Board of Selectmen in accordance with sections 4-3-2 and 6-2-6 of this Charter.

- Board of Health
- ~~Water Resources Advisory Committee~~
- ~~Recycling Committee~~
- Conservation Commission
- ~~Charter Review Committee~~
- Zoning Board of Appeals
- ~~Town Building Committee~~
- ~~Open Space Committee~~
- ~~Historical Review Board~~
- ~~Commission on Disabilities~~
- ~~Cable and Internet Advisory Committee~~
- ~~Bike and Walkways Committee~~
- ~~Town Employee Insurance Advisory Committee~~
- ~~Other Multi-Member Bodies~~

- Regional Delegates
- ~~Other Inter-Governmental Representatives~~
- ~~Council on Aging~~
- Board of Assessors
- ~~Beach Commission~~
- ~~Golf Course Advisory Commission~~
- ~~Pamet Harbor Commission~~
- ~~Recreation Commission~~
- ~~Truro Cultural Council~~
- ~~Economic Development Committee~~
- ~~Historical Commission~~
- ~~Human Services Committee~~

Charter Review Committee: 5-0-0 in favor

Board of Selectmen Recommendation: 5-0-0 in favor

***Comment:** The Charter currently lists all multi-member bodies (including at least one which no longer exists), which is too specific and requires a Charter change each time a board or committee is established or eliminated. This change makes the language less specific, which allows for more operating flexibility, while maintaining reference to the current regulatory boards.*

ARTICLE 29: CHARTER AMENDMENT TO SECTION 6-4-8

Two-thirds vote

To see if the Town will vote to adopt Section 6-4-8 of the Town Charter by adding new language and deleting language as follows (new language shown **bold underline**), or take any other action relative thereto. *Requested by the Board of Selectmen.*

6-4-8 A current listing of all appointed multi-member bodies shall be maintained on the Town's website.

Charter Review Committee: 5-0-0 in favor

Board of Selectmen Recommendation: 5-0-0 in favor

***Comment:** The Charter currently lists all multi-member bodies (including at least one which no longer exists), which is too specific and requires a Charter change each time a board or committee is established or eliminated. This change makes the language less specific, which allows for more operating flexibility. Section 6-4-8 provides information about where current multi-member boards will be maintained.*

ARTICLE 30: CHARTER AMENDMENT TO APPENDIX B

Two-thirds vote

To see if the Town will vote to amend Appendix B of the Town Charter by adding new language and deleting language as follows (deleted language shown in ~~strike-out~~), or take any other action relative thereto.
Requested by the Board of Selectmen.

Appendix B – Elected and appointed boards: Organizational Chart

Part 1. Elected positions in accordance with the General Laws and section 6-3-1 of this Charter.

Voters elect:

~~A Moderator.~~

~~A Board of Selectmen of five members.~~

~~A School Committee of five members.~~

~~A Planning Board of seven members.~~

~~A Board of Library Trustees of five members, notwithstanding the provisions of Section 10 of chapter 78 of the General Laws.~~

~~A Housing Authority of four members in accordance with the General Laws.~~

~~A fifth member of the Housing Authority shall be appointed by the Commonwealth.~~

~~A Cemetery Commission of three members.~~

Part 2. Appointed positions in accordance with the General Laws and section 6-4-2 of this Charter.

~~The School Committee appoints a School Superintendent who appoints the School Personnel.~~

~~The Moderator appoints the Finance Committee.~~

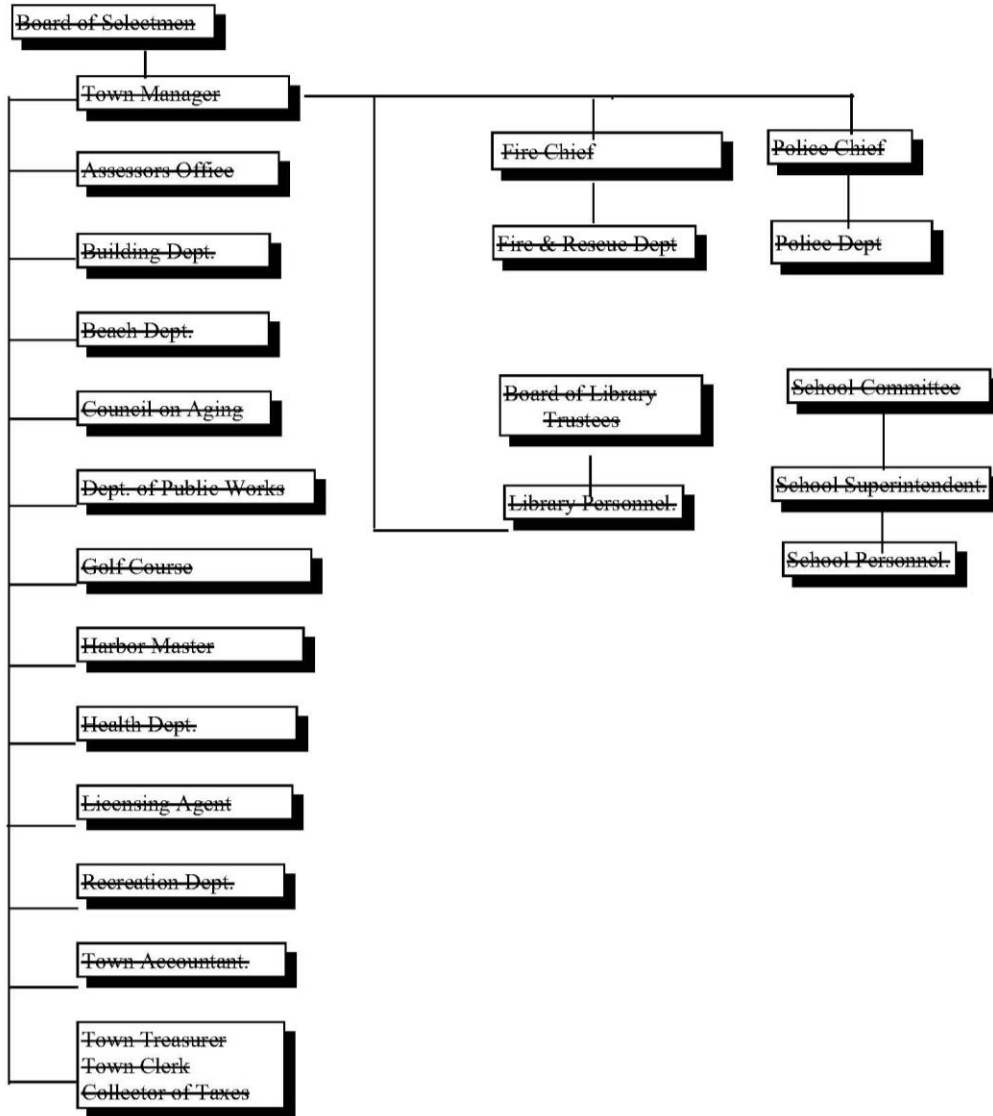
~~The Board of Selectmen appoints the Town Manager, Town Counsel and Public Safety Personnel:~~

~~Police Chief~~

~~Fire Chief~~

~~Constable~~

Appendix B—Part 3 Reporting Responsibilities



Charter Review Committee Recommendation: 5-0-0 in favor
Board of Selectmen Recommendation: 5-0-0 in favor

***Comment:** All information contained in Appendix B is either contained in the body of the Charter or does not belong in the Charter.*

ARTICLE 31: TO AMEND THE GENERAL BYLAWS CHAPTER VI PRESERVING HISTORIC PROPERTIES SECTION

To see if the Town will vote to amend Chapter VI Preserving Historic Properties of the General Bylaws by adding new language and deleting language as follows (new language shown in **bold underline**, deleted language shown in ~~strike-out~~), or to take any action relative thereto. *Requested by the Historic Commission.*

CHAPTER VI PRESERVING HISTORIC PROPERTIES

Section 1 PURPOSE

6-1-1 This Bylaw is enacted for the purpose of preserving and protecting significant buildings, structures and sites within the Town of Truro. The intent is to promote the public welfare and to safeguard the Town's heritage. This Bylaw aims to encourage owners of historic properties to seek alternatives to demolition.

6-1-2 To this end, procedures are established herein for the Town, together with the owner of a historically significant property, to explore alternatives to demolition prior to, and as a condition of, the issuance of a demolition permit.

Section 2 DEFINITIONS

6-2-1 Significant Building.

6-2-1-1 Any building or structure listed on the National or State Register of Historic Places, or ~~the subject of a pending application~~ **which has been found eligible** for such a listing.

6-2-1-2 Any building constructed in whole or in part 75 years or more prior to the date of application for a demolition permit; or (4/07)

6-2-1-3 Any building ~~determined jointly by the Historical Review Board and the Truro Historical Commission to be a significant building either because:~~ (4/07) (a) ~~It~~ **That** is historically or architecturally significant in terms of period, style, method of building construction, or association with a famous architect; or (b) ~~It~~ **That** is importantly associated with one or more historic persons or events, or with the broad architectural, cultural, political, economic or social history of the Town or the Commonwealth.

6-2-2 Demolition.

6-2-2-1 The act of pulling down, destroying, removing, **dismantling**, or razing a building or a ~~significant~~ **substantial** portion thereof **or commencing the work of total or substantial destruction with the intent of completing the same, all** as determined by the Building Commissioner. The term "demolition" shall not include ordinary maintenance or repair of any building. **In addition, the term "Demolition" shall include the act of enclosing or encapsulating an existing building within new exterior walls or roofed areas.** (4/07)

6-2-3 Preferably Preserved.

6-2-3-1 Any significant building which the Truro Historical Commission determines, following a public hearing, that it is in the public interest to be preserved rather than demolished. A preferably preserved building is subject to demolition delay period under this bylaw.

Section 3 ~~TRURO HISTORICAL REVIEW BOARD COMMISSION COMPOSITION AND APPOINTMENTS~~

6-3-1 The ~~Truro Historical Review Board~~ **Commission** is charged with implementing the ~~procedure for~~ Preserving Historic Properties Bylaw and empowered to advise the Truro Building Commissioner with respect to the issuance of demolition permits for historically significant buildings and structures. The ~~Truro Historical Review Board~~ **Commission** shall be appointed by the Board of Selectmen ~~in consultation with the Truro Historical Commission.~~ It shall consist of ~~five (5)~~ **seven (7)** people ~~and two (2) people chosen from the Truro Historical Commission and three (3) people chosen at large for their interest in and knowledge of historic buildings and structures.~~ The term of office shall initially be for one, two, and three years respectively, and for three years thereafter. (4/07)

6-3-2 Four (4) affirmative votes shall be required to adopt a motion.

Section 4 TRURO HISTORICAL REVIEW BOARD COMMISSION POWERS AND DUTIES

6-4-1 The ~~Truro Historical Review Board Commission~~ shall:

- 6-4-1-1 ~~Develop policies, guidelines and criteria before compiling~~ **Utilizing the *Truro Community-wide Historic Survey (2011)*, as updated from time to time, maintain** a list or register of historically, culturally, or architecturally significant buildings and structures located within the Town of Truro.
- 6-4-1-2 ~~Notify current owners of such buildings and structures in writing and provide them with an official plaque to display if they so wish. At this time, the Historical Review Board shall hold a hearing for any current owners objecting to the Board's determination that their property is of historical, cultural, or architectural significance.~~ **Make the above referenced list available to the Town Clerk, Building Commissioner, the Truro Public Library, and the Truro Historical Society, and post a list on the town website.**
- 6-4-1-3 ~~Prepare~~ **Inform applicants of** guidelines for alternatives to demolition such as preservation, renovation, rehabilitation, restoration, or relocation **such as the U. S. Secretary of Interior's Standards for the Treatment of Historic Properties and the Cape Cod Commission's Technical Bulletin 96-001 Designing the Future to Honor the Past: Design Guidelines for Cape Cod.**
- 6-4-1-4 Provide copies of the list and **links to the above referenced guidelines on the town website.**
- 6-4-1-5 Review applications for demolition permits forwarded to it by the Building Commissioner in order to determine if the building or structure involved is subject to the hearing process.
- 6-4-1-6 Hold public hearings on demolition permit applications to determine if the intended demolition would be detrimental to the historical, cultural or architectural heritage of the Town; whether the work proposed will materially diminish the building or structure's significance to the Town's heritage; and to explore alternatives to demolition.
- 6-4-1-7 Impose demolition delays of up to twelve (12) months on demolition permit applications ~~that it has determined would substantially diminish the building or structure's significance to the Town's heritage~~ **as described in Section 6-5-5 below.** (4/07)

Section 5 PROCEDURES FOR REVIEW OF APPLICATIONS

- **6-5-1 Application for Demolition**
- **6-5-1-1 An applicant proposing to demolish a building subject to this bylaw shall file with the Building Commissioner an application containing the following information:**
 - **The address of the building to be demolished.**
 - **The owner's name, address and telephone number.**
 - **A description of the building or portions proposed to be demolished including the age of existing materials to be removed.**
 - **A photograph or photograph(s) of the building.**
 - **The reason for requesting a demolition permit.**
 - **A brief description of the proposed reuse and plans for the reconstruction or replacement.**
- ~~6-5-1-2~~ **6-5-1-2** ~~The Building Commissioner shall, within ten (10) working days of receipt of proposed building plans an application for a demolition permit, forward a copy of the proposed building plans and demolition permit application to the~~ **Truro Historical Review Board Commission.** (4/07)
- 6-5-2 **The Chair or, if the Chair is not available, the Vice Chair of the Truro Historical Review Board Commission** shall within fifteen (15) working days inform the Building Commissioner if the building or structure in question is **significant and therefore** subject to the hearing process. (4/07)
- 6-5-3 If the building or structure in question is deemed **significant and** subject to the hearing process, then within thirty (30) working days of such determination, the **Truro Historical Review Board**

Commission shall hold a public hearing to review plans submitted by the applicant to determine if the intended demolition or any alternative construction would be detrimental to the historical, cultural, or architectural heritage of the Town; if less than a complete demolition is proposed, whether the work will materially diminish the building or structure's significance to the Town's heritage; and to explore the alternatives to demolition. The Owner's failure to maintain or repair a building or structure so as to compromise its structural integrity or usability shall not constitute grounds for a finding of no feasible alternative to demolition. (4/07)

6-5-4 Notice of the time, place, and subject matter of the ~~Historic Review Board~~ **Truro Historical Commission** hearings shall be provided by publication in a newspaper of general circulation in the Town once a week for two (2) consecutive weeks, the first notice to appear at least fourteen (14) days before the day of the hearing (including the day of publication and excluding the day of the hearing); and the applicant is responsible for obtaining the list of certified abutters (which includes direct abutters and abutters to abutters within 300 feet), mailing public hearing notice by certified mail, return receipt to the owner or applicant, to all abutters to the subject property, and to the Truro Historical Commission; ~~the Building Commissioner~~, the Board of Selectmen, the Planning Board, and such other persons as the ~~Truro Historical Review Board~~ **Commission** may determine and demonstrate that they have done so. (4/16)

6-5-5 Within fifteen (15) working days of the close of the public hearing, ~~the Chair or Vice Chair of the Truro Historical Review Board~~ **Commission** shall notify the owner or applicant and the Building Commissioner of its ~~its~~ **the Commission's** decision. If ~~Truro Historical Review Board~~ **Commission** has determined that **the building is "preferably preserved" and that** the proposed demolition would destroy or substantially diminish the building or structure's significance to the Town's heritage, it is empowered to impose a demolition delay of up to twelve (12) months from the close of the public hearing to afford the applicant and the ~~Truro Historical Review Board~~ **Commission** time to develop alternatives to demolition. (4/07)

6-5-6 To expedite the review process, the ~~Truro Historical Review Board~~ **Commission** encourages applicants to submit revised plans and to request a review meeting with the ~~Truro Historical Review Board~~ **Commission** at any time during the mandated review delay period. The Building Commissioner may issue a demolition permit prior to the end of the mandated delay only upon receipt of written notice from ~~the Chair or Vice Chair of the Truro Historical Review Board~~ **Commission** that it is satisfied that the applicant has made a serious but unsuccessful effort to develop an alternative to demolition and that there is no reasonable likelihood that the applicant or potential purchasers will be willing or able to rehabilitate, restore, relocate, or otherwise preserve the building or structure. (4/07)

6-5-7 If, at the end of the mandated delay, the owner or applicant has failed to develop an alternative to demolition, ~~the Chair or Vice Chair of the Truro Historical Review Board~~ **Commission** shall within ten (10) working days notify the Building Commissioner who may then issue the demolition permit. (4/07)

Section 6 EMERGENCY DEMOLITION

6-6-1 Nothing in this Bylaw shall restrict or prevent the Building Commissioner from ordering the immediate demolition of any building or structure determined by the Building Commissioner to present a clear and present danger to the safety of the public which only demolition can remedy. The Building Commissioner shall provide the ~~Truro Historical Review Board~~ **Commission** written notice of the circumstances of the permit issuance.

Section 7 ENFORCEMENT

6-7-1 The Building Commissioner shall be authorized to enforce the provisions of this Bylaw and to institute any and all actions and proceedings as may be necessary and appropriate to obtain compliance, including injunctive relief to enjoin and restrain any violations or threatened Special violations thereof.

Section 8 NON-COMPLIANCE

- 6.8.1 Anyone who undertakes demolition of any historically significant building or structure, in whole or in part, without complying with the provisions of this Bylaw, shall be subject to a fine established in Appendix A. Each day such demolition continues shall constitute a separate offense.
- 6.8.2 No building permit shall be issued or be valid for a period of two (2) years from the date of notification of the offense for any parcel or premises upon which a historically significant building or structure has been demolished in violation of the Bylaw.

Section 9. SEVERABILITY

6-9-1 If any provision of this Bylaw is determined to be invalid or unconstitutional by any court of competent jurisdiction, said determination shall not affect the validity of any other section hereof.

Source: Chapter VI Truro General Bylaws – April 2010 as amended April 2016

Historic Commission Recommendation: 5-0-0 in favor
Historic Review Board Recommendation: 5-0-0 in favor
Board of Selectmen Recommendation: 5-0-0 in favor

***Comment:** The Preserving Historic Properties General Town Bylaw encourages property owners to evaluate alternatives to demolition of historically significant buildings that upon a Public Hearing are determined to be preferably preserved. At the request of the Board of Selectmen to streamline the demolition review process under the Preserving Historic Properties Bylaw, the 5-member Truro Historical Commission and the 5-member Historical Review Board recommended combining the listed duties of the two boards under the singular responsibility of an expanded Truro Historical Commission. Under the proposed article, the Historical Review Board will be absorbed into the proposed 7-member Truro Historical Commission. This amendment follows the example of all other Massachusetts towns where each town's Historical Commission has this sole demolition review responsibility. To help draft the bylaw revisions, both the Historical Commission and Review Board consulted with the Massachusetts Historical Commission and met with representatives of the Wellfleet Historical Commission, which is responsible for reviewing demolition applications. Town Counsel finalized the changes for inclusion in the April 2017 Annual Town Meeting Warrant.*

**ARTICLE 32: AMEND ZONING BYLAWS §10.4 DEFINITIONS §30.3 SEASHORE DISTRICT, §70.9
WAIVER OF SITE PLAN **Two-thirds vote****

To see if the Town will vote to amend the Town of Truro Zoning Bylaw Section 10.4, Definitions, and Section 30.3, Seashore District, by adding a new Section 30.3, and by adding text to Section 70.9, (new text shown as **bold underline**), or take any other action relative thereto. *Requested by the Planning Board.*

In §10.4 *Definitions*, insert the following new definition:

Seashore District Total Gross Floor Area. The aggregate gross floor area of the dwelling and accessory structures on a lot within the Seashore District, shall consist of the sum of the horizontal areas of the floor(s) of a building measured from the exterior faces of the exterior walls of the building, without deduction for hallways, stairs, closets, and thickness of walls, columns or other features used or intended to be used for living, sleeping, sanitation, cooking or eating purposes, excluding cellar and basement floor area, garage, porches, decks, attics, barns, sheds, greenhouses and agricultural buildings.

For the purposes of computing floor area, any portion of the floor area measuring less than five feet from the finished floor to the finished ceiling shall not be included in the computation of floor area.

In §30.3 *Seashore District*, insert the following new §30.3.1 to follow §30.3.E:

30.3.1. Residential Building Size Regulations

Purpose: The Seashore District is a unique Zoning District in Truro that encompasses a major portion of the Cape Cod National Seashore. Truro has adopted the special zoning provisions required for this District as set forth in the Code of Federal Regulations (Title 36, Part 27). The purpose of this Section is to recognize the town's stewardship role to ensure that any residential alteration, construction or reconstruction maintains the prevailing size and massing of buildings in the district and is in accordance with the purposes and intent of the Cape Cod National Seashore, namely to preserve the special cultural and natural features, distinctive patterns of human activity, and rural ambience that characterize the Outer Cape, along with the associated scenic, cultural, historic, scientific, and recreational values.

A. Applicability and Exceptions

- 1. Seashore District Total Gross Floor Area Allowed by Right: Subject to the exceptions provided for in subsections 30.3.1.A.2 and below, building permits for new construction or for projects that seek to increase the Seashore District Total Gross Floor Area of a lot with buildings that exist as of April 25, 2017, shall only be issued where, on completion of the project, the Seashore District Total Gross Floor Area of the lot does not exceed 3,600 sq. ft. for 3 acres:**
 - a. plus 200 sq. ft. for each additional contiguous acre; or**
 - b. minus 200 sq. ft. for each contiguous acre less than 3 acres,****as the case may be, where the square footage per acre specified above is pro-rated for a portion of an acre.**

(See table that follows, which is provided for illustrative purposes.)

Illustrative Limits on Total Gross Floor Area Proportional to Lot Size Allowed by Right

<u>Lot Size Acres</u>	<u>Limit SD GFA Sq. Ft.</u>
<u>.5</u>	<u>3,100</u>
<u>.75</u>	<u>3,150</u>
<u>1</u>	<u>3,200</u>

<u>3</u>	<u>3,600</u>
<u>6</u>	<u>4,200</u>
<u>10</u>	<u>5,000</u>

2. **Special Permit to exceed the Seashore District Total Gross Floor Area limit: The Seashore District Total Gross Floor Area limit for a lot established in subsection A.1 may be exceeded, up to the cap established by this subsection, by special permit, as provided in the remaining provisions of this Bylaw. No special permit may be issued for any project if the project would result in the Seashore District Total Gross Floor Area of the lot exceeding 4,600 sq. ft. for 3 acres:**
- a. **plus 200 sq. ft. for each additional contiguous acre; or**
 - b. **minus 200 sq. ft. for each contiguous acre less than 3 acres,**
as the case may be, where the square footage per acre specified above is pro-rated for a portion of an acre.

(See table that follows, which is provided for illustrative purposes.)

Illustrative Limits on Total Gross Floor Area Proportional to Lot Size that may be Possible with Special Permit

<u>Lot Size</u> <u>Acres</u>	<u>Limit SD GFA</u> <u>Sq. Ft.</u>
<u>.5</u>	<u>4,100</u>
<u>.75</u>	<u>4,150</u>
<u>1</u>	<u>4,200</u>
<u>3</u>	<u>4,600</u>
<u>6</u>	<u>5,200</u>
<u>10</u>	<u>6,000</u>

- B. **Procedures for Special Permit Review and Approval: Upon receipt of an application for a building permit the Building Commissioner shall make an initial determination as to whether any alteration, construction or reconstruction of a building or structure would result in the Seashore District Total Gross Floor Area exceeding the limitation set out in Section 30.3.1.A.1. If the Building Commissioner determines that the applicant cannot proceed without a Special Permit, the applicant shall first make an application to the Planning Board for Site Plan Review, and upon approval by the Planning Board of Site Plan review, as defined in Section 70.4, shall then apply to the Zoning Board of Appeals for a Special Permit. No building permit shall be issued hereunder unless the Zoning Board of Appeals has granted a Special Permit according to procedures as defined elsewhere in this Bylaw. The procedure set out in this section is not exclusive of any other permit or approval that the applicant may otherwise be required to obtain.**

In §70.9 *Waiver of Site Plan Review*, insert the following sentence at the end of the first paragraph:

Site Plan Review shall not be waived in the Seashore District.

Planning Board Recommendation: 5-0-0 in favor

Board of Selectmen Recommendation: 3-0-2 in favor

Comment: *The Seashore District is a unique zoning district in Truro. It is a major portion of the Cape Cod National Seashore and the Town has an important stewardship role to protect this significant resource.*

Wellfleet and Eastham have enacted Zoning Bylaw amendments to limit building size – Truro has not. The Planning Board has introduced this bylaw to limit the size of future houses developed or redeveloped within the Seashore District, in proportion to lot size. The control of house size is intended to ensure that the residential construction, alteration or reconstruction preserves the special character and prevailing size and massing of buildings in the Seashore District, and is in accord with the purposes and intent of the Cape Cod National Seashore.

The proposed future size limits are based on an analysis of prevailing building sizes and will minimize the creation of non-conforming properties. All existing buildings will be “grandfathered in” and allowed. The proposed amendment will not deny Truro’s residents the right to live in large houses. But it will protect the Seashore District from the onslaught of 10,000 sq. ft. buildings that will dominate the landscape and change forever Truro’s most incomparable asset.

In addition, to ensure transparency in decision-making, the existing Zoning Bylaw provisions for Site Plan Review can no longer be waived, requiring public hearings for major changes to properties within the Seashore District.

ARTICLE 33: AMEND ZONING BYLAWS §50, AREA AND HEIGHT REGULATIONS

Two-thirds vote

To see if the Town will vote to amend the Town of Truro Zoning Bylaw Section 10.4, Definitions, and Section 50, Area and Height Regulations, by adding a new Section 50.2 (new text shown as **bold underline**), or take any other action relative thereto. *Requested by Petitioned Article.*

In Section 10.4 *Definitions*, insert the following new definition:

Residential and Seashore Districts, Total Gross Floor Area. The aggregate gross floor area of the dwelling and accessory structures on a lot within the Residential District and the Seashore District, shall consist of the sum of the horizontal areas of the floor(s) of a building measured from the exterior faces of the exterior walls of the building, without deduction for hallways, stairs, closets, and thickness of walls, columns or other features used or intended to be used for living, sleeping, sanitation, cooking or eating purposes, excluding cellar and basement floor area, garage, porches, decks, attics, barns, greenhouses, sheds, and agricultural buildings.

For the purposes of computing floor area, any portion of the floor area measuring less than five feet from the finished floor to the finished ceiling shall not be included in the computation of floor area.

Section 50.2 Building Gross Floor Area

A. Purpose: This Section regulates the size of residential buildings on lots within the Residential District and the Seashore District by establishing a relationship between building volume and lot size that is consistent with Truro’s historical development and character, as described in the Truro Local Comprehensive Plan, Chapter 1—A Vision for Truro, and Chapter 2—Land Use.

B. Applicability and Exceptions

1. Residential and Seashore District Total Gross Floor Area Allowed by Right: Subject to the exceptions provided for in subsections 50.2.B.2 and below, building permits for new construction or for projects that seek to increase the Residential and Seashore District Gross Floor Area of buildings that exist on lots as of April 25, 2017, shall only be issued where, on completion of the project, the Total Gross Floor Area meets the ratios set forth in the table that follows, plus 200 square feet for each additional contiguous acre.

Gross Floor Area Proportional to Lot Size Allowed by Right

Lot Size Acres	Lot Size Sq. Ft.	Limit GFA; %Lot Coverage
.5	21,780	3,100 14.0%
.75	32,670	3,150 9.6%
1	43,560	3,200 7.0%
3	130,680	3,600 2.7%
6	261,300	4,200 1.6%
10	435,600	5,000 1.1%

2. Special Permit to exceed the Residential and Seashore District Total Gross Floor Area limit: The Residential and Seashore District Total Gross Floor Area for a dwelling established in subsection B.1 and the table above may be exceeded, by special permit, as provided in the remaining provisions of this Bylaw.

Illustrative Limits on Total Gross Floor Area Proportional to Lot Size that may be Possible with Special Permit

Lot Size Acres	Lot Size Sq. Ft.	GFA; %Lot Coverage Coverage
.5	21,780	4,100 18.8%
.75	32,670	4,150 12.7%
1	43,560	4,200 9.6%
3	130,680	4,600 3.5%
6	261,300	5,200 1.9%
10	435,600	6,000 1.3%

- C. Procedures for Special Permit Review and Approval: Upon receipt of an application for a building permit the Building Commissioner shall make an initial determination as to whether any alteration, construction or reconstruction of a building or structure would result in the Residential and Seashore District Total Gross Floor Area exceeding the limitations set out in Section 50.2.B.1. If the Building Commissioner determines that the applicant cannot proceed without a Special Permit, the applicant must apply to the Zoning Board of Appeals for a Special Permit. No building permit shall be issued hereunder unless the Zoning Board of Appeals has granted a Special Permit according to procedures as defined elsewhere in this Bylaw.**
- D. When required, an application for a Special Permit shall be made to the Zoning Board of Appeals. Notice shall be given of all applications for a Special Permit hereunder in accordance with Section 60.4 (Notice Requirements) of these bylaws. A Special Permit may be granted where the Zoning Board of Appeals finds that the proposed construction is consistent with the criteria found in Section 30.8 (Special Permits) of the bylaws. In making this determination the Zoning Board of Appeals shall consider the size of neighboring buildings and the surroundings in which construction is proposed.**

Planning Board Recommendation: 0-5-0 in favor
Board of Selectmen Recommendation: 2-2-1 in favor

Comment: This is a citizen petitioned article developed to comply with the land use goals enumerated in the 2005 Truro Local Comprehensive Plan. Goal 1: Protect Truro’s rural character outside the Seashore. This by-law uses the exact same definition for Gross Floor Area and the same table for Lot Size and Square Footage Allowed by Right, as in the Seashore District only by-law, and applies them to the Residential and the Seashore Districts. It also provides a mechanism for a property owner to apply to the Zoning Board of Appeals for a special permit to exceed the square footage allowed by right. The Zoning Board of Appeals shall consider the size of neighboring buildings, the surroundings in which construction is proposed, and ensure that the Special Permit is consistent with the criteria found in Section 30.8 (Special Permits) of the by-laws.

ARTICLE 34: HERRING RIVER RESTORATION PROJECT PERMITTING APPLICATIONS

To see if the Town will vote to direct the Board of Selectmen not to allow any permit applications for the Herring River Restoration Project, until, and unless, the Project has been modified so that no herbicides will be used in the project area, or take any other action relative thereto. *Requested by Petitioned Article.*

Board of Selectmen Recommendation: 5-0-0 in favor

***Comment:** This is a citizen petitioned article. The Herring River Executive Council, on the recommendation of the Herring River Restoration Committee, already passed a motion to not authorize the use of herbicides in permit applications for the project area.*

ARTICLE 35: ELECTRONIC VOTING EXPLORATION AND IMPLEMENTATION

To see if the Town will vote to authorize the Town Manager to explore and/or implement the use of electronic voting devices at Town Meetings and Special Town Meetings at the discretion of the Town Moderator or take any other action relative thereto. *Requested by the Town Manager.*

Board of Selectmen Recommendation: 2-2-1 in favor

***Comment:** The Town Moderator and Town staff have researched electronic voting devices which provide privacy to voters, encourage accuracy and efficiency of vote counting and provide transparency by displaying exactly how many voters vote for or against certain articles. Town staff has submitted a grant to purchase electronic voting devices. (If the vote is against use of electronic voting devices, the grant may be withdrawn.) If the funds are granted, the Town would move forward with the purchase of the electronic voting devices and would begin the process of implementation of electronic voting at future meetings. If the funds are not granted, the Town will continue to explore funding options and grants to secure the devices.*

**ANNUAL TOWN ELECTION
TUESDAY, MAY 9, 2017
TRURO COMMUNITY CENTER – 7 Standish Way, North Truro, MA 02652
7:00AM – 8:00PM**

Barnstable ss
To the Constable for the Town of Truro
Greetings:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of the said Town who are qualified to vote in a Town Election, to vote at Truro Community Center, 7 Standish Way, Truro, MA, on Tuesday, May 9, 2017 from 7:00 am to 8:00 pm for the following Town offices and questions:

#	OFFICE	TERM
1	Selectmen	3 year
1	School Committee	3 year
1	Moderator	3 year
2	Library Trustee	3 year
1	Cemetery Commission	3 year
1	Planning Board	5 year
1	Planning Board	4 year
1	Planning Board	3 year
1	Housing Authority	5 year

QUESTION 1

Shall the Town of Truro be allowed to assess an additional four hundred and sixty five thousand, six hundred and seventeen dollars in real estate and personal property taxes to supplement the operating budgets for the following town functions: general government, education, public works, health and human services, and culture and recreation, for the fiscal year beginning July first, two thousand and seventeen?

Yes_____ No_____

QUESTION 2

Shall the Town of Truro be allowed to exempt from the provisions of proposition two and one-half, so called, the amounts required to pay for the bond issued in order to pay the costs associated with the repair and replacement of the culvert which connects Cape Cod Bay with East Harbor (Pilgrim Lake) in North Truro, including design, permitting and construction, and other costs incidental and related thereto?

Yes ___ No ___

QUESTION 3

Shall the Town approve the Charter amendment proposed and passed at the April 26, 2016 Town Meeting as summarized below?

Yes ___ No ___

This amendment will change the Town Charter by amending Section 4-2-10 of the Town Charter by adding new language and deleting language as follows (new language shown **underlined**, deleted language shown in ~~strike-out~~):

4-2-10 The Board of Selectmen shall **appoint a Collective Bargaining Team**, ~~act as the collective bargaining agent for the Town unless otherwise provided by the General Laws, **which shall include the Town Manager, and may include members of the Board of Selectmen**~~ ~~It shall appoint a collective bargaining team which shall consist of not less than two selectmen, the Town Administrator, and those department heads whose employees shall be subject to the collective bargaining agreement. The Board of Selectmen may use professional assistance on the collective bargaining team, and ~~F~~ the collective bargaining team shall appoint one of its members to serve as the **Chief** negotiator.~~

Note: At the May 10, 2016 Town Election a Charter Amendment was approved changing the Town Administrator title to Town Manager.

QUESTION 4

Shall the Town approve the Charter amendment proposed and passed at the April 26, 2016 Town Meeting as summarized below?

Yes ___ No ___

This amendment will change Section 5-4-2 of the Town Charter by eliminating the existing language and adding new language as follows (new language shown **underlined**, deleted language shown in ~~strike-out~~):

5-4-2 ~~After consultation with the Board of Selectmen, the Town Administrator shall appoint the following, subject to the provisions of section 5-5-4 of this Charter:~~

Director of Public Works	Beach Commission Supervisor
Town Accountant	Golf Course Manager
Building Commissioner	Recreation Director
Deputy Assessor	Harbormaster
Administrative Secretary	Town Clerk
Licensing Agent	Town Treasurer Agent
to the Zoning Board of Appeals	
Collector of Taxes	
Agent to the Board of Health	Council on Aging Director

5-4-2 **After consultation with the Board of Selectmen, the Town Manager shall appoint all Department Heads, which are those positions reporting directly to the Town Manager. All such appointments shall be subject to disapproval by a majority vote of the Board of Selectmen, provided that such a vote is taken prior to the date of the offer. This section does not apply to appointment authority granted to the Board of Selectmen in accordance with section 4-3-1 of this Charter.**

Note: At the May 10, 2016 Town Election a Charter Amendment was approved changing the Town Administrator title to Town Manager.

QUESTION 5

Shall the Town approve the Charter amendment proposed and passed at the April 26, 2016 Town Meeting as summarized below?

Yes ___ No ___

This amendment will change the Town Charter by amending Section 5-4-3 of the Town Charter by deleting language as follows (deleted language shown in ~~strike-out~~):

5-4-3 After consultation with ~~the~~ appropriate elected officials, department heads or ~~multi-member-~~
~~bodies~~ supervisors, the Town Manager shall appoint all full-time, part-time or seasonal employees, except those of the School Department.

Note: At the May 10, 2016 Town Election a Charter Amendment was approved changing the Town Administrator title to Town Manager.

QUESTION 6

Shall the Town approve the Charter amendment proposed and passed at the April 26, 2016 Town Meeting as summarized below?

Yes ___ No ___

This amendment will change Section 5-4-5 of the Town Charter by deleting this section as follows (deleted language shown in ~~strike-out~~):

~~5-4-5 All appointments for regular full time and regular part time employees made by the Town Administrator shall be subject to disapproval by a majority vote of the Board of Selectmen, provided that such a vote is taken prior to the date of the appointment.~~

QUESTION 7

Shall the Town approve the Charter amendment proposed and passed at the April 26, 2016 Town Meeting as summarized below?

Yes ___ No ___

This amendment will change Section 5-4-6 of the Town Charter by deleting this section as follows (deleted language shown in ~~strike-out~~):

~~The Town Administrator shall appoint, as needed, the director, clerk, and employees of the Council on Aging, notwithstanding the provision of section eight B of chapter 40 of the General Laws.~~

QUESTION 8

Shall the Town approve the Charter amendment proposed and passed at the April 26, 2016 Town Meeting as summarized below?

Yes ___ No ___

This amendment will change Section 6-3-1 of the Town Charter by adding new language and deleting language as follows (new language shown **underlined**, deleted language shown in ~~strike-out~~):

6-3-1 The multi-member bodies listed in ~~appendix B part 1~~ **section 3-1-1** shall be elected in accordance with subsections 3-2-3 and 6-2-6 of this Charter.

QUESTION 9

Shall the Town approve the Charter amendment proposed and passed at the April 26, 2016 Town Meeting as summarized below?

Yes ___ No ___

This amendment will change Section 7-1-2 of the Town Charter by adding new language and deleting language as follows (new language shown **underlined**, deleted language shown in ~~strike-out~~):

7-1-2 On or before December 15 of each year, the Town Manager shall submit to the Board of Selectmen the following:

- (a) A draft budget of the probable expenditures of the Town government, including the draft school budget, for the ensuing fiscal year, together with an estimate of such expenditures for the current fiscal year and a statement of such expenditures for the two preceding fiscal years;
- (b) Revenue projections for the ensuing fiscal year, together with an estimate of such revenues for the current fiscal year and a statement of such revenues for the two preceding fiscal years;
- (c) The draft budget document for the ensuing year shall:
 - (1) Include a financial summary listing all proposed expenditures, show the tax levy limit, disclose the source of any additional revenues, and itemize the Town's reserves;
 - (2) Explain the budget in terms of service changes or major expenditure changes and outline the reasons for such changes;
 - ~~(3) Indicate any major changes from the current fiscal year in financial policies together with the reasons for such changes;~~
 - (4) Summarize the Town's debt position and projections;
 - (5) Include such other material deemed to be appropriate.
- (d) A Budget Task Force shall be formed on or before December 15 of each year. The Budget Task Force shall consist of two (2) members of the Finance Committee, two (2) members of the Board of Selectmen, the Town Accountant and the Town Manager. It shall be the charge of the Budget Task Force to review with department heads individual budgets.
- (e) **Changes to the preliminary budget by the Budget Task Force shall be forwarded to the Board of Selectmen for review and recommendations on or before January 31st. The Board of Selectmen shall then forward any recommendations to the Finance Committee by February 21st.**

QUESTION 10

Shall the Town approve the Charter amendment proposed and passed at the April 26, 2016 Town Meeting as summarized below?

Yes ___ No ___

This amendment will change the Town Charter by amending Section 7-2-1 of the Town Charter by deleting language as follows (deleted language shown in ~~strike-out~~):

- 7-2-1 On or before December 15 of each year, the Town Manager shall submit to the Board of Selectmen a five-year capital improvement plan that shall include:
- (a) A clear summary of its contents;
 - (b) A list, together with supporting data, of all capital improvements proposed to be undertaken in the next five years; such list to include all capital improvements of the School Department and those resulting from any inter-municipal or regional agreements. Such list shall detail proposed:
 - (1) Acquisition of new land, facilities, vehicles, and equipment;
 - (2) Construction and expansion of existing facilities;
 - (3) Major maintenance and repairs of facilities, vehicles and equipment;
 - (4) Replacement program for existing equipment and vehicles;

- (c) Cost estimates, methods of financing, and recommended timetables;
- ~~(d) Estimated annual operating costs including maintenance for newly acquired or constructed facilities.~~

Note: At the May 10, 2016 Town Election a Charter Amendment was approved changing the Town Administrator title to Town Manager.

QUESTION 11

Shall the Town approve the Charter amendment proposed and passed at the April 26, 2016 Town Meeting as summarized below?

Yes ___ No ___

This amendment will change Section 7-2-2 of the Town Charter by adding new language and deleting language as follows (new language shown **underlined**, deleted language shown in ~~strike-out~~):

7-2-2 On or before ~~January 15~~ **February 21st** of each year, the Board of Selectmen shall submit to the Finance Committee the capital improvement plan together with its recommendations thereon.

QUESTION 12

Should the people of the Town of Truro direct the town's government to communicate with Governor Baker to employ all means available to ensure spent nuclear fuel generated by the Pilgrim Nuclear Power Station be placed in secure dry casks as soon as technically feasible and consistent with the highest standards, ready to be moved to a permanent federal facility when available in order to protect the health, welfare, and economic interests of the Town of Truro and its inhabitants and visitors?

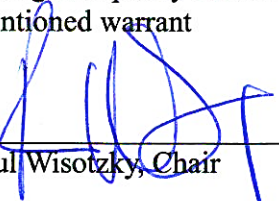
Yes ___ No ___

In conformity with Section 2.3.5 of the Truro Town Charter, you are hereby directed to serve these warrants, by posting duly-attested copies in Town Hall, the United States Post Offices, two other public places in Truro and two other public places in North Truro, fourteen days, at least, before the date of said meetings.

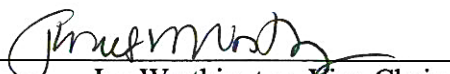
Hereto fail not and make due return of the warrants, together with your doings thereon, to the Town Clerk, at time and place of said meetings. Given unto our hands this 27th day of March in the Year of our Lord, Two Thousand and Seventeen.

We, the members of the Board of Selectmen of the Town of Truro, have read the warrant for Annual Town Meeting to be held at 6:00 p.m. on April 25, 2017, at the Truro Central School and have read the warrant for the Town election to be held on Tuesday May 9, 2017 at the Truro Community Center from 7:00 a.m. to 8:00 p.m.

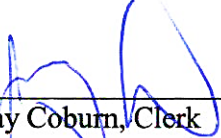
Acting in capacity of the Board of Selectmen we do hereby grant approval of and permission for the above mentioned warrant



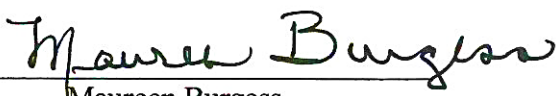
Paul Wisotzky, Chair



Jan Worthington, Vice-Chair



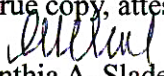
Jay Coburn, Clerk



Maureen Burgess



Robert Weinstein

A true copy, attest:

Cynthia A. Slade
Town Clerk, Town of Truro

Sirs: I have served this warrant by posting duly attested copies thereof at the following places: Grozier's Garage, Lower Cape Auto & Truck Repair, Savory & Sweet Escape, Pamet Valley Liquors, Truro Post Office, N. Truro Post Office, Truro Public Safety Facility, Truro Public Library, Transfer Station, Truro Central School, Truro Community Center, and Truro Town Hall

_____ Constable
date

Appendix A
Non-Union Personnel
Compensation and Classification
FY2017 and FY2018

CLASSIFICATION & COMPENSATION SCHEDULE

FROM FISCAL YEAR 2017 RATES			NON-UNION & NON-CONTRACT					
Grade	Position		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
	Beach Attendant	HOURLY	12.03	12.42	12.90	13.30	13.76	14.18
1	Election Teller (1 step)	HOURLY	12.03					
3	Beach Sales Clerk	HOURLY	13.84	14.30	15.00	15.56	16.11	16.75
	Recreation Counselor	HOURLY	13.84	14.30	15.00	15.56	16.11	16.75
	Council on Aging Van Drivers	HOURLY	13.84	14.30	15.00	15.56	16.11	16.75
4	Rec. Assistant Dir/ Program Coordinator	HOURLY	14.07	15.06	16.04	17.16	18.36	19.63
5	Beach Assistant Supervisor	HOURLY	15.46	16.49	17.48	18.49	19.49	20.56
	Beach Lifeguard	HOURLY	15.46	16.49	17.48	18.49	19.49	20.56
5A	Library Assistant (21 hours)	HOURLY	17.26	18.13	19.02	20.16	21.36	22.59
6	Beach Head Lifeguard	HOURLY	16.56	17.58	18.63	19.66	20.72	21.84
7	Office Assistant 1	HOURLY	18.70	19.37	20.04	20.66	21.34	22.00
	Library Tech/Youth Serv (23 hours)	HOURLY	18.70	19.37	20.04	20.66	21.34	22.00
8	Assistant Harbormaster (3 pt employees)	HOURLY	19.00	19.63	20.27	20.89	21.53	22.18
	Library Prog/Comm Outreach (25 hours)	HOURLY	19.00	19.63	20.27	20.89	21.53	22.18
9A	Staff Librarian	HOURLY	20.40	21.50	22.61	23.71	24.85	25.95
10	Asst. Recreation/Beach Director (plus stipend – flat rate \$8100)	ANNUAL	42,261.00	46,114.00	46,934.00	49,271.00	51,620.00	53,952.00
10A	Assistant Library Director	HOURLY	23.13	25.24	25.69	26.97	28.25	29.52
11	Harbormaster/Shellfish Warden	HOURLY	30.91	32.14	33.43	34.77	36.16	37.60
	Executive Assistant	ANNUAL	52,355.00	54,993.00	58,071.00	61,129.00	64,209.00	67,288.00
12	Recreation/Beach Director (plus stipend - flat rate - \$9,900)	ANNUAL	49,682.00	52,661.00	55,822.00	59,170.00	62,720.00	66,151.00
12	Library Director	ANNUAL	57,346.00	60,785.00	64,434.00	68,300.00	72,398.00	76,359.00
13	Town Planner	HOURLY	31.37	32.31	33.28	34.28	35.31	36.37
15	Insp. Of Buildings/Bldg. Comm.	HOURLY	31.09	32.93	34.73	36.56	38.40	40.18
	Town Clerk/Treasurer/Collector	ANNUAL	85,133.00	88,242.00	91,349.00	94,522.00	97,357.00	100,278.00
17	DPW Director	ANNUAL	88,598.00	90,658.00	92,718.00	94,779.00	96,839.00	98,900.00
18	Assistant Town Admin.	ANNUAL	81,801.00	84,255.00	86,783.00	89,386.00	92,068.00	94,830.00
P1	No Current Position							
P2	Parking Magistrate	ANNUAL	5,012.00					
P3	Plumbing/Gas Inspector	Per Inspection	40.00					
P3A	Deputy Plumbing/Gas Inspector	Per Inspection	32.00					
P5	Wiring Insp. (plus \$64/Week office hours)	ANNUAL	10,799.00					
P5A	Deputy Wiring Inspector	Per Inspection	32.00					
P6	Dog Officer/Animal Control	HOURLY	28.38					
P8	Deputy Building Inspector	Per Inspection	40.00					
F5	FF/First Responder	HOURLY	16.94					
F15	FF/EMT/Basic	HOURLY	22.58					
F18	FF/EMT/Intermediate	HOURLY	24.00					
F19	FF/EMT/Paramedic	HOURLY	25.41					
F20	Squad Member flat rate	ANNUAL	2,464.00					

CLASSIFICATION & COMPENSATION SCHEDULE

TO FISCAL YEAR 2018 RATES			NON-UNION & NON-CONTRACT					
Grade	Position		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
1	Beach Attendant	HOURLY	12.21	12.61	13.09	13.50	13.97	14.39
	Election Teller (1 step)	HOURLY	12.21					
3	Beach Sales Clerk	HOURLY	14.05	14.51	15.23	15.79	16.35	17.00
	Recreation Counselor	HOURLY	14.05	14.51	15.23	15.79	16.35	17.00
	Council on Aging Van Drivers	HOURLY	14.05	14.51	15.23	15.79	16.35	17.00
5	Beach Lifeguard	HOURLY	15.69	16.74	17.74	18.77	19.78	20.87
5A	Library Assistant (21 hours)	HOURLY	17.52	18.40	19.31	20.46	21.68	22.93
6	Beach/Rec Assistant Program Supervisors*	HOURLY	16.81	17.85	18.91	19.95	21.03	22.17
7	Office Assistant 1	HOURLY	18.98	19.66	20.34	20.97	21.66	22.33
	Library Tech/Youth Serv (23 hours)	HOURLY	18.98	19.66	20.34	20.97	21.66	22.33
8	Assistant Harbormaster (3 pt employees)	HOURLY	19.29	19.93	20.57	21.20	21.85	22.51
	Library Prog/Comm Outreach (25 hours)	HOURLY	19.29	19.92	20.57	21.20	21.85	22.51
	Beach/Rec Program Supervisors**	HOURLY	19.29	19.92	20.57	21.20	21.85	22.51
9A	Staff Librarian	HOURLY	20.71	21.83	22.95	24.07	25.22	26.34
10	Asst. Recreation/Beach Director (plus stipend – flat rate \$8100)	ANNUAL	42,895.00	46,806.00	47,638.00	50,010.00	52,394.00	54,761.00
10A	Assistant Library Director	HOURLY	23.48	25.62	26.08	27.37	28.67	29.96
11	Harbormaster/Shellfish Warden	HOURLY	31.37	32.62	33.93	35.29	36.70	38.16
	Executive Assistant	ANNUAL	53,141.00	55,818.00	58,942.00	62,046.00	65,172.00	68,297.00
12	Recreation/Beach Director (plus stipend - flat rate - \$9,900)	ANNUAL	50,428.00	53,451.00	56,660.00	60,058.00	63,661.00	67,144.00
12	Library Director	ANNUAL	58,207.00	61,697.00	65,401.00	69,324.00	73,484.00	77,504.00
13	Town Planner (32 HRS/WK)	HOURLY	35.31	36.37	38.19	40.10	42.11	44.22
15	Insp. Of Buildings/Bldg. Comm.	HOURLY	31.56	33.42	35.25	37.11	38.98	40.78
17	DPW Director	ANNUAL	89,927.00	92,018.00	94,109.00	96,201.00	98,292.00	100,383.00
18	Assistant Town Mgr.	ANNUAL	83,029.00	85,519.00	88,085.00	90,727.00	93,450.00	96,253.00
19	Town Clerk/Treasurer/Collector	ANNUAL	86,410.00	89,565.00	92,720.00	95,940.00	98,818.00	101,783.00
F5	FF/First Responder	HOURLY	17.19	17.71	18.24	18.78	19.35	19.93
F15	FF/EMT/Basic	HOURLY	22.92	23.61	24.32	25.05	25.80	26.57
F18	FF/EMT/Intermediate	HOURLY	24.36	25.09	25.84	26.62	27.42	28.24
F19	FF/EMT/Paramedic	HOURLY	25.79	26.56	27.36	28.18	29.03	29.90
F20	Administrative Captain	ANNUAL	61,159.00	63,050.00	65,000.00	66,950.00	68,959.00	71,028.00
FS	Squad Member flat rate	ANNUAL	2,500.00					
P2	Parking Magistrate	ANNUAL	5,087.18					
P3	Plumbing/Gas Inspector	Per Inspection	40.00					
P3A	Deputy Plumbing/Gas Inspector	Per Inspection	40.00					
P5	Wiring Insp. (plus \$64/Week office hours)	ANNUAL	10,960.99					
P5A	Deputy Wiring Inspector	Per Inspection	40.00					
P8	Deputy Building Inspector	Per Inspection	40.00					
*	Gr 6 to include: Assistant Head Lifeguard, Assistant Beach Supervisor, Lifeguard Training Coordinator, After School Program Group Leader, Summer Youth Program Coordinators							
**	Gr 8 to include: Head Lifeguard, Head Assistant Beach Supervisor, After School Program Coordinator, Summer Youth Program Head Coordinator							

Appendix B
Omnibus Budget
Fiscal Year 2018

TOWN OF TRURO FY 2018 MUNICIPAL OPERATING BUDGET REQUEST SUMMARY

DEPT #	ACCOUNT TITLE	2016 Actual Expenditures	2017 Updated Appropriation	2018 Department Request	2018 Fin Com Recommendation	2018 Selectmen Recommendation	Y-o-Y %
I. GENERAL GOVERNMENT							
114	MODERATOR						
	Personnel	0.00	150.00	150.00	150.00	150.00	
	Expenses	20.00	145.00	145.00	145.00	145.00	
	Sub Total	20.00	295.00	295.00	295.00	295.00	0.00%
122	SELECTMEN						
	Personnel	15,000.00	15,000.00	16,500.00	16,500.00	16,500.00	
	Expenses	79,619.31	91,200.00	134,050.00	111,400.00	111,400.00	
	Sub Total	94,619.31	106,200.00	150,550.00	127,900.00	127,900.00	20.43%
129	TOWN MANAGER						
	Personnel	402,674.38	493,107.00	515,825.00	494,000.00	494,000.00	
	Expenses	22,248.16	150,280.00	31,240.00	31,240.00	31,240.00	
	Sub Total	424,922.54	643,387.00	547,065.00	525,240.00	525,240.00	-18.36%
131	FINANCE COMMITTEE						
	Expenses	129.00	1,000.00	1,000.00	1,000.00	1,000.00	
	Sub Total	129.00	1,000.00	1,000.00	1,000.00	1,000.00	0.00%
132	RESERVE FUND						
	Expenses	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00	
	Sub Total	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00	0.00%
133	OPERATING CAPITAL ACCOUNT						
	Beach/Recreation						
	ATV			10,000.00	10,000.00	10,000.00	
	Police Department						
	Ballistic Vests X 14 Officers			11,550.00	11,550.00	11,550.00	
	K9 Cruiser			46,000.00			
	DPW						
	Pick-Up Truck (1)			80,000.00	80,000.00	80,000.00	
	Dump Truck/Plow/Sander			100,000.00			
	Public Building Maintenance						
	Key Fob System (PSF)			25,000.00	25,000.00	25,000.00	
	Safety Facility Gutters & Trim			5,000.00	5,000.00	5,000.00	
	Snow's Fieldhouse mold remediation			15,000.00	15,000.00	15,000.00	
	Truro Central School						
	Technology Upgrade			25,000.00	25,000.00	25,000.00	
	Interior Painting			15,000.00	15,000.00	15,000.00	
	Truro Public Library						
	Space Needs Analysis Assistance			15,000.00			
	Replace Library Boodshelves (on-going project)			6,000.00	6,000.00	6,000.00	
	TOTAL	349,000.00	329,000.00	353,550.00	192,550.00	192,550.00	-41.47%

TOWN OF TRURO FY 2018 MUNICIPAL OPERATING BUDGET REQUEST SUMMARY

DEPT #	ACCOUNT TITLE	2016	2017	2018	2018	2018	Y-o-Y %
		Actual Expenditures	Updated Appropriation	Department Request	Fin Com Recommendation	Selectmen Recommendation	
135	TOWN ACCOUNTANT						
	Personnel	156,159.99	160,989.00	168,295.00	168,295.00	168,295.00	
	Expenses	4,379.29	7,354.00	5,960.00	5,960.00	5,960.00	
	Total	160,538.28	168,343.00	174,255.00	174,255.00	174,255.00	3.51%
141	BOARD OF ASSESSORS						
	Personnel	148,092.95	169,364.59	163,526.00	163,526.00	163,526.00	
	Expenses	37,709.66	35,615.00	24,840.00	24,840.00	24,840.00	
	Total	185,802.61	204,980.00	188,366.00	188,366.00	188,366.00	-8.11%
145	TOWN CLERK/TREASURER/COLLECTOR						
	Personnel	198,946.78	212,048.00	217,052.00	217,052.00	217,052.00	
	Expenses	20,464.10	38,775.00	39,325.00	39,325.00	39,325.00	
	Total	219,410.88	250,823.00	256,377.00	256,377.00	256,377.00	2.21%
151	TOWN COUNSEL						
	Expenses	157,342.99	140,000.00	140,000.00	140,000.00	140,000.00	
	Total	157,342.99	140,000.00	140,000.00	140,000.00	140,000.00	0.00%
152	VACATION/SICK LEAVE CONTIN.						
	Personnel	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	
	Total	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	0.00%
153	RESERVE FOR ADMIN/STAFF CHANGES / CONTRACT SETTLEMENT						
	Reserved for Transfer	52,069.96	54,283.00	42,830.00	42,830.00	42,830.00	
	Total	52,069.96	54,283.00	42,830.00	42,830.00	42,830.00	-21.10%
153	RESERVE FOR EMPLOYEE BENEFIT BUY-OUT						
	Reserved for Transfer	43,331.23	50,000.00	50,000.00	50,000.00	50,000.00	
	Total	43,331.23	50,000.00	50,000.00	50,000.00	50,000.00	0.00%
154	COLA UNDISTRIBUTED						
	Reserved for Transfer	87,539.68	23,651.00	46,866.00	46,866.00	46,866.00	
	TOTAL	87,539.68	23,651.00	46,866.00	46,866.00	46,866.00	98.16%
155	INFORMATION TECHNOLOGY (FORMERLY COMPUTER OPERATIONS)						
	Personnel	74,876.20	78,279.00	88,399.00	88,399.00	88,399.00	
	Expenses	160,749.26	204,446.00	203,447.00	203,447.00	203,447.00	
	Total	235,625.46	282,725.00	291,846.00	291,846.00	291,846.00	3.23%
162	ELECTIONS AND BOARD OF REGISTRARS						
	Personnel	3,095.41	7,852.00	4,366.00	4,366.00	4,366.00	
	Expenses	2,489.29	3,086.00	4,410.00	4,410.00	4,410.00	
	Total	5,584.70	10,938.00	8,776.00	8,776.00	8,776.00	-19.77%

TOWN OF TRURO FY 2018 MUNICIPAL OPERATING BUDGET REQUEST SUMMARY

DEPT #	ACCOUNT TITLE	2016		2017		2018		2018		Y-o-Y %
		Actual Expenditures	Updated Appropriation	Department Request	Fin Com Recommendation	Selectmen Recommendation				
168	CABLE TV ADVISORY COMMITTEE									
	Expenses	1,015.67	63,050.00	100,880.00	100,880.00	100,880.00	100,880.00			
	Total	1,015.67	63,050.00	100,880.00	100,880.00	100,880.00	100,880.00			60.00%
171	CONSERVATION COMMISSION									
	Personnel	1,093.51	2,841.00	1,700.00	1,700.00	1,700.00	1,700.00			
	Expenses	1,474.53	5,217.00	5,621.00	5,621.00	5,621.00	5,621.00			
	Total	2,568.04	8,058.00	7,321.00	7,321.00	7,321.00	7,321.00			-9.15%
175	PLANNING BOARD									
	Personnel	2,692.59	3,607.00	3,720.00	3,720.00	3,720.00	3,720.00			
	Expenses	934.50	275.00	1,020.00	1,020.00	1,020.00	1,020.00			
	Total	3,627.09	3,882.00	4,740.00	4,740.00	4,740.00	4,740.00			22.10%
176	ZONING BOARD OF APPEALS									
	Personnel	1,306.80	4,457.00	4,243.00	4,243.00	4,243.00	4,243.00			
	Expenses	594.78	805.00	925.00	925.00	925.00	925.00			
	Total	1,901.58	5,262.00	5,168.00	5,168.00	5,168.00	5,168.00			-1.79%
192	TOWN HALL OPERATION									
	Expenses	56,217.05	99,400.00	86,550.00	86,550.00	86,550.00	86,550.00			
	Total	56,217.05	99,400.00	86,550.00	86,550.00	86,550.00	86,550.00			-12.93%
195	ANNUAL TOWN REPORT AND ANNUAL TOWN MEETING WARRANT									
	Expenses	6,794.15	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00			
	Total	6,794.15	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00			0.00%
196	TOWN ENERGY COMMITTEE									
	Expenses	0.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00			
	Total	0.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00			0.00%
199	MUNICIPAL POSTAGE									
	Expenses	11,501.24	11,861.00	11,981.00	11,981.00	11,981.00	11,981.00			
	Total	11,501.24	11,861.00	11,981.00	11,981.00	11,981.00	11,981.00			1.01%
	TOTAL GENERAL GOVERNMENT	2,171,230.23	2,582,138.00	2,593,416.00	2,387,941.00	2,387,941.00	2,387,941.00			-7.52%
	II. PUBLIC SAFETY									
210	POLICE DEPARTMENT									
	Personnel	1,576,589.61	1,747,817.06	1,785,113.00	1,785,113.00	1,785,113.00	1,785,113.00			
	Expenses	132,782.07	210,542.00	211,272.00	211,272.00	211,272.00	211,272.00			
	Total	1,709,371.68	1,958,359.06	1,996,385.00	1,996,385.00	1,996,385.00	1,996,385.00			1.94%
219	PARKING MAGISTRATE									
	Personnel	4,962.00	5,012.00	5,012.00	5,012.00	5,012.00	5,012.00			
	Expenses	788.81	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00			
	Total	5,750.81	6,012.00	6,012.00	6,012.00	6,012.00	6,012.00			0.00%

TOWN OF TRURO FY 2018 MUNICIPAL OPERATING BUDGET REQUEST SUMMARY

DEPT #	ACCOUNT TITLE	2016 Actual Expenditures	2017 Updated Appropriation	2018 Department Request	2018 Fin Com Recommendation	2018 Selectmen Recommendation	Y-o-Y %
220	FIRE DEPARTMENT/RESCUE AND EMERGENCY MEDICAL SERVICES						
	Personnel	560,377.46	824,412.00	815,984.00	805,984.00	805,984.00	
	Expenses	159,572.65	169,840.00	150,950.00	150,950.00	150,950.00	
	Total	719,950.11	994,252.00	966,934.00	956,934.00	956,934.00	-3.75%
231	AMBULANCE FUND						
	Expenses	347,484.00	355,817.00	363,823.00	363,823.00	363,823.00	
	Total	347,484.00	355,817.00	363,823.00	363,823.00	363,823.00	2.25%
232	CAPE & ISLANDS EMERGENCY MEDICAL SERVICES						
	Expenses	1,750.00	1,700.00	1,700.00	1,700.00	1,700.00	
	Total	1,750.00	1,700.00	1,700.00	1,700.00	1,700.00	0.00%
241	BUILDING/INSPECTION SERVICES DEPARTMENT						
	Personnel	192,784.54	187,968.00	182,778.00	182,778.00	182,778.00	
	Expenses	3,846.05	5,555.00	6,164.00	6,164.00	6,164.00	
	Total	196,630.59	193,523.00	188,942.00	188,942.00	188,942.00	-2.37%
291	TRURO EMERGENCY MANAGEMENT AGENCY (Civil Defense)						
	Expenses	8,508.33	18,750.00	18,750.00	18,750.00	18,750.00	
	Total	8,508.33	18,750.00	18,750.00	18,750.00	18,750.00	0.00%
292	Dog/Animal Control Officer						
	Personnel	26,416.81	27,664.00	0.00	0.00	0.00	
	Expenses	1,954.33	8,555.00				
	Total	28,371.14	36,219.00	0.00	0.00	0.00	
				Moved to PD Budget 201	Moved to PD Budget 201	Moved to PD Budget 2018	
	TOTAL PUBLIC SAFETY	3,017,816.66	3,564,632.06	3,542,546.00	3,532,546.00	3,532,546.00	-0.90%
	III. PUBLIC EDUCATION						
010300	TRURO PUBLIC SCHOOL						
	* 9-44 REGULAR DAY PROGRAM						
	1000 SERIES (ADMINISTRATION)	203,668.00	193,969.00				
	2000 SERIES (INSTRUCTION)	1,326,554.00	1,477,868.00				
	3000 SERIES (OTHER SERVICES)	267,173.00	432,332.00				
	4000 SERIES (MAINTENANCE)	308,363.00	314,174.00				
	5000 SERIES (FIXED CHARGES)						
	6000 SERIES (COMMUNITY SERVICES)	1,500.00	1,500.00				
	7000 SERIES (ACQ F/A)						
	TOTAL DAY TOTALS	2,107,258.00	2,419,843.00				
	* 9-45 CHAPTER 766 (SPECIAL NEEDS)						
	2000 SERIES (INSTRUCTION)	811,158.00	828,523.00				
	3000 SERIES (OTHER SERVICES)	109,271.00	24,350.00				

TOWN OF TRURO FY 2018 MUNICIPAL OPERATING BUDGET REQUEST SUMMARY

DEPT #	ACCOUNT TITLE	2016 Actual Expenditures	2017 Updated Appropriation	2018 Department Request	2018 Fin Com Recommendation	2018 Selectmen Recommendation	Y-o-Y %
	5000 SERIES (FIXED CHARGES)						
	6000 SERIES (COMMUNITY SERVICES)	750.00	750.00				
	7000 SERIES (ACQ F/A)						
	9000 SERIES (OTHER DIS)	172,186.00	106,790.00				
	TOTAL CHAPTER 766	1,095,381.00	962,430.00				
	ADULT EDUCATION & AFTER SCHOOL ACTIVITIES						
	2000 SERIES	6,000.00	6,000.00				
	3000 SERIES						
	TOTAL ADULT ED/ASA:	6,000.00	6,000.00				
	TOTAL NET SCHOOL BUDGET K - 6:	2,904,825.84	3,388,273.00				
	SECONDARY REGULAR ED - TUITIONED OUT INSTRUCTION						
	Sped Paraprofessional Salary						
	Sped Paraprof Tutoriaal Support 7 - 12						
	Sped Specialist Tutoriaal Support 7 - 12	2,000.00	2,000.00				
	Sped Psych Contract Svc-Grades 7-12	4,000.00	16,430.00				
	SPED Instructional Equipment	100.00	100.00				
	SPED General Supplies	100.00	100.00				
	SPED Psychological Contracted Sys-Grades 7-12						
	Sub-Total:	6,200.00	18,630.00				
	OTHER SCHOOL SERVICES - REGULAR DAY						
	Pupil Transportation (7 - 12 ONLY)	148,009.00					
	Pupil Transportation - Sped	27,000.00	168,960.00				
	Sub-total:	175,009.00	168,960.00				
	PROGRAMS/OTHER DISTRICTS						
	Tuition Grades 7 - 12	1,550,236.00	1,421,700.00				
	Sped Tuitions Grades 7 - 12		39,273.00				
	Payments to Non-Public Schools	200,900.00	211,369.00				
	Payments to Member Collaborative						
	Sub-total:	1,751,136.00	1,672,342.00				
	TOTAL SECONDARY REGULAR ED-TUITIONED OUT:	1,458,145.40	1,859,932.00				
	TOTAL SCHOOL BUDGET K - 12	4,362,971.24	5,248,205.00	5,445,423.00			
	CAPITAL PROJECTS/EXPENSES-Playground Exclusion	125,000.00					
010300	TRURO PRE-SCHOOL PROGRAM	114,679.00	124,174.00	124,639.00			
	TOTAL	114,679.00	124,174.00	124,639.00			
010316	CAPE COD REGIONAL TECHNICAL HIGH SCHOOL ASSESSMENT						
	Assessment Due	36,809.00	19,301.00	57,075.00			
	Total	36,809.00	19,301.00	57,075.00			
	TOTAL PUBLIC EDUCATION	4,639,459.24	5,391,680.00	5,627,137.00	5,427,137.00	5,427,137.00	0.66%

TOWN OF TRURO FY 2018 MUNICIPAL OPERATING BUDGET REQUEST SUMMARY

DEPT #	ACCOUNT TITLE	2016 Actual Expenditures	2017 Updated Appropriation	2018 Department Request	2018 Fin Com Recommendation	2018 Selectmen Recommendation	Y-o-Y %
IV. PUBLIC WORKS							
400	DEPARTMENT OF PUBLIC WORKS						
	Personnel	398,290.62	433,189.00	400,261.00	400,261.00	400,261.00	
	Expenses	222,996.28	217,260.00	209,666.00	209,666.00	209,666.00	
	Total	621,286.90	650,449.00	609,927.00	609,927.00	609,927.00	-6.23%
423	SNOW REMOVAL						
	Personnel	31,647.45	11,700.00	11,700.00	11,700.00	11,700.00	
	Expenses	17,055.97	13,300.00	13,300.00	13,300.00	13,300.00	
	Total	48,703.42	25,000.00	25,000.00	25,000.00	25,000.00	0.00%
424	STREET LIGHTS						
	Expenses	1,870.93	2,700.00	2,200.00	2,200.00	2,200.00	
	Total	1,870.93	2,700.00	2,200.00	2,200.00	2,200.00	-18.52%
430	TRANSFER STATION/DISPOSAL AREA						
	Personnel	199,520.04	173,399.00	175,929.00	175,929.00	175,929.00	
	Expenses	172,151.40	205,830.00	220,100.00	220,100.00	220,100.00	
	Total	371,671.44	379,229.00	396,029.00	396,029.00	396,029.00	4.43%
470	PUBLIC BUILDING MAINTENANCE						
	Personnel	213,569.19	257,505.00	264,108.00	264,108.00	264,108.00	
	Expenses	211,796.50	237,085.00	208,835.00	208,835.00	208,835.00	
	Total	425,365.69	494,590.00	472,943.00	472,943.00	472,943.00	-4.38%
491	TOWN CEMETERIES						
	Expenses	24,022.93	26,300.00	26,300.00	26,300.00	26,300.00	
	Total	24,022.93	26,300.00	26,300.00	26,300.00	26,300.00	0.00%
492	SOLDIERS & SAILORS LOTS						
	Expenses	2,600.00	2,500.00	2,500.00	2,500.00	2,500.00	
	Total	2,600.00	2,500.00	2,500.00	2,500.00	2,500.00	0.00%
499	CAPE COD GREENHEAD FLY CONTROL DISTRICT						
	Purchase of Services	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	
	Total	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	0.00%
	TOTAL PUBLIC WORKS	1,496,521.31	1,581,768.00	1,535,899.00	1,535,899.00	1,535,899.00	-2.90%
V. PUBLIC SERVICES							
510	HUMAN SERVICES COMMITTEE						
	Expenses	38,350.00	41,300.00	43,100.00	0.00	0.00	
	Total	38,350.00	41,300.00	43,100.00	0.00	0.00	-100.00%

TOWN OF TRURO FY 2018 MUNICIPAL OPERATING BUDGET REQUEST SUMMARY

DEPT #	ACCOUNT TITLE	2016 Actual Expenditures	2017 Updated Appropriation	2018 Department Request	2018 Fin Com Recommendation	2018 Selectmen Recommendation	Y-o-Y %
511	HEALTH/CONSERVATION DEPARTMENT						
	Personnel	124,324.07	156,478.00	159,260.00	159,260.00	159,260.00	
	Expenses	24,027.98	25,332.00	75,407.00	50,407.00	50,407.00	
	Total	148,352.05	181,810.00	234,667.00	209,667.00	209,667.00	15.32%
512	WATER RESOURCE OVERSIGHT COMMITTEE						
	Expenses	4,472.76	4,090.00	4,090.00	4,090.00	4,090.00	
	Total	4,472.76	4,090.00	4,090.00	4,090.00	4,090.00	0.00%
541	COUNCIL ON AGING						
	Personnel	217,306.05	255,714.00	257,339.00	257,339.00	257,339.00	
	Expenses	22,100.17	36,939.00	36,811.00	36,811.00	36,811.00	
	Total	239,406.22	292,653.00	294,150.00	294,150.00	294,150.00	0.51%
543	VETERANS SERVICES						
	Expenses	21,866.13	30,214.36	30,940.00	30,940.00	30,940.00	
	Total	21,866.13	30,214.36	30,940.00	30,940.00	30,940.00	2.40%
545	COMMISSION ON DISABILITIES						
	Expenses	54.50	200.00	200.00	200.00	200.00	
	Total	54.50	200.00	200.00	200.00	200.00	0.00%
	TOTAL PUBLIC SERVICES	452,501.66	550,267.36	607,147.00	539,047.00	539,047.00	-2.04%
<u>VI. CULTURE & RECREATION</u>							
610	TOWN LIBRARIES						
	Personnel	236,511.42	246,821.00	259,652.00	257,152.00	257,152.00	
	Expenses	121,682.05	144,135.00	144,235.00	138,335.00	138,335.00	
	Total	358,193.47	390,956.00	403,887.00	395,487.00	395,487.00	1.16%
630	RECREATION PROGRAMS						
	Personnel	189,624.32	198,594.00	210,659.00	210,659.00	210,659.00	
	Expenses	53,897.07	59,660.00	61,077.00	46,385.00	46,385.00	
	Total	243,521.39	258,254.00	271,736.00	257,044.00	257,044.00	-0.47%
635	BICYCLE AND WALKWAYS COMMITTEE						
	Expenses	1,300.40	2,000.00	2,000.00	2,000.00	2,000.00	
	Total	1,300.40	2,000.00	2,000.00	2,000.00	2,000.00	0.00%
640	BEACH PROGRAM OPERATIONS						
	Personnel	170,805.20	193,986.00	191,998.00	93,207.00	93,207.00	
	Expenses	28,740.99	45,695.00	42,240.00	42,240.00	42,240.00	
	Total	199,546.19	239,681.00	234,238.00	135,447.00	135,447.00	-43.49%

TOWN OF TRURO FY 2018 MUNICIPAL OPERATING BUDGET REQUEST SUMMARY

DEPT #	ACCOUNT TITLE	2016 Actual Expenditures	2017 Updated Appropriation	2018 Department Request	2018 Fin Com Recommendation	2018 Selectmen Recommendation	Y-o-Y %
660	PAMET HARBOR COMMISSION						
	Personnel	0.00	500.00	350.00	350.00	350.00	
	Expenses	99,633.37	102,275.00	104,625.00	104,625.00	104,625.00	
	Total	99,633.37	102,775.00	104,975.00	104,975.00	104,975.00	2.14%
661	PAMET HARBOR OPERATIONS / SHELLFISH WARDEN						
	Personnel	94,137.89	103,481.00	109,365.00	109,365.00	109,365.00	
	Expenses	11,489.12	24,930.00	29,485.00	29,485.00	29,485.00	
	Total	105,627.01	128,411.00	138,850.00	138,850.00	138,850.00	8.13%
691	HISTORICAL COMMISSION						
	Expenses	200.00	200.00	200.00	200.00	200.00	
	Total	200.00	200.00	200.00	200.00	200.00	0.00%
692	HISTORIC REVIEW BOARD						
	Expenses	67.52	125.00	125.00	125.00	125.00	
	Total	67.52	125.00	125.00	125.00	125.00	0.00%
	TOTAL CULTURE & RECREATION	1,008,089.35	1,122,402.00	1,156,011.00	1,034,128.00	1,034,128.00	-7.86%
	VII. DEBT SERVICE						
710	RETIREMENT OF DEBT - PRINCIPAL (GENERAL FUND)						
	Expenses	882,025.00	845,400.00	840,400.00	840,400.00	840,400.00	
	Total	882,025.00	845,400.00	840,400.00	840,400.00	840,400.00	-0.59%
751	INTEREST PAYMENTS - LONG TERM DEBT						
	Expenses	335,920.00	163,495.00	134,445.00	134,445.00	134,445.00	
	Total	335,920.00	163,495.00	134,445.00	134,445.00	134,445.00	-17.77%
752	INTEREST PAYMENTS - SHORT TERM DEBT						
	Expenses	2,360.85	12,595.73	15,337.00	15,337.00	15,337.00	
	Total	2,360.85	12,595.73	15,337.00	15,337.00	15,337.00	21.76%
	TOTAL DEBT SERVICE	1,220,305.85	1,021,490.73	990,182.00	990,182.00	990,182.00	-3.07%
	VIII. EMPLOYEE BENEFITS						
911	RETIREMENT AND PENSION						
	County Retirement Assessment	949,115.00	1,010,232.00	1,063,784.00	1,063,784.00	1,063,784.00	
	Total	949,115.00	1,010,232.00	1,063,784.00	1,063,784.00	1,063,784.00	5.30%
912	WORKER'S COMPENSATION						
	Worker's Compensation Insurance	47,483.11	49,000.00	51,000.00	51,000.00	51,000.00	
	Total	47,483.11	49,000.00	51,000.00	51,000.00	51,000.00	4.08%

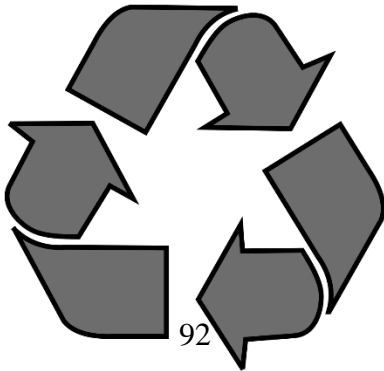
TOWN OF TRURO FY 2018 MUNICIPAL OPERATING BUDGET REQUEST SUMMARY

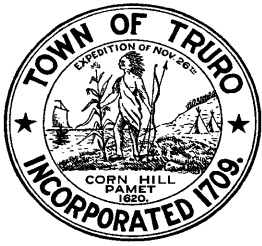
DEPT #	ACCOUNT TITLE	2016 Actual Expenditures	2017 Updated Appropriation	2018 Department Request	2018 Fin Com Recommendation	2018 Selectmen Recommendation	Y-o-Y %
913	UNEMPLOYMENT INSURANCE COMPENSATION						
	Unemployment Compensation	31,831.93	92,000.00	73,500.00	73,500.00	73,500.00	
	Total	31,831.93	92,000.00	73,500.00	73,500.00	73,500.00	-20.11%
914	GROUP HEALTH INSURANCE - EMPLOYER SHARE						
	Group Health Premium Payments	1,194,934.14	1,405,647.00	1,509,939.00	1,509,939.00	1,509,939.00	
	Total	1,194,934.14	1,405,647.00	1,509,939.00	1,509,939.00	1,509,939.00	7.42%
915	GROUP LIFE INSURANCE - EMPLOYER SHARE						
	Group Life Premium Payments	1,946.64	2,051.00	2,114.00	2,114.00	2,114.00	
	Total	1,946.64	2,051.00	2,114.00	2,114.00	2,114.00	3.07%
916	FICA/MEDICARE INSURANCES - EMPLOYER SHARE						
	FICA/Medicare Payments	100,967.75	117,000.00	120,000.00	120,000.00	120,000.00	
	Total	100,967.75	117,000.00	120,000.00	120,000.00	120,000.00	2.56%
	TOTAL EMPLOYEE BENEFITS	2,326,278.57	2,675,930.00	2,820,337.00	2,820,337.00	2,820,337.00	5.40%
<u>IX. MUNICIPAL LIABILITY INSURANCES</u>							
945	MUNICIPAL LIABILITY INSURANCES						
	Insurance Payments	195,342.40	212,815.00	212,815.00	212,815.00	212,815.00	0.00
	Total	195,342.40	212,815.00	212,815.00	212,815.00	212,815.00	0.00%
	TOTAL MUNICIPAL INSURANCES	195,342.40	212,815.00	212,815.00	212,815.00	212,815.00	0.00%
	GRAND TOTAL OPERATING BUDGET:	<u>16,527,545.27</u>	<u>18,703,123.15</u>	<u>19,085,490.00</u>	<u>18,480,032.00</u>	<u>18,480,032.00</u>	<u>-1.19%</u>

OPERATING BUDGET SUMMARY

	2016 Actual Expenditures	2017 Updated Appropriation	2018 Department Request	2018 Fin Com Recommendation	2018 Selectmen Recommendation	Y-o-Y %
I. GENERAL GOVERNMENT	2,171,230.23	2,582,138.00	2,593,416.00	2,387,941.00	2,387,941.00	-7.52%
II. PUBLIC SAFETY	3,017,816.66	3,564,632.06	3,542,546.00	3,532,546.00	3,532,546.00	-0.90%
III. PUBLIC EDUCATION	4,639,459.24	5,391,680.00	5,627,137.00	5,427,137.00	5,427,137.00	0.66%
IV. PUBLIC WORKS	1,496,521.31	1,581,768.00	1,535,899.00	1,535,899.00	1,535,899.00	-2.90%
V. PUBLIC SERVICES	452,501.66	550,267.36	607,147.00	539,047.00	539,047.00	-2.04%
VI. CULTURE & RECREATION	1,008,089.35	1,122,402.00	1,156,011.00	1,034,128.00	1,034,128.00	-7.86%
VII. DEBT SERVICE	1,220,305.85	1,021,490.73	990,182.00	990,182.00	990,182.00	-3.07%
VIII. EMPLOYEE BENEFITS	2,326,278.57	2,675,930.00	2,820,337.00	2,820,337.00	2,820,337.00	5.40%
IX. MUNICIPAL LIABILITY INSURANCES	195,342.40	212,815.00	212,815.00	212,815.00	212,815.00	0.00%
TOTAL I - IX:	16,527,545.27	18,703,123.15	19,085,490.00	18,480,032.00	18,480,032.00	-1.19%

TRURO RECYCLES!
Please consider recycling this document.





TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Police

REQUESTOR: Chief Kyle Takakjian

REQUESTED MEETING DATE: April 18, 2017

ITEM: Discussion of Truro Police and Immigration Enforcement

EXPLANATION: Attached for your review and discussion are a memorandum regarding immigration enforcement as it pertains to the Truro Police Department and a document outlining the Consular Notification Process when arresting a non-U.S. citizen.

IMPACT IF NOT APPROVED: Not applicable.

SUGGESTED ACTION: No motion needed.

ATTACHMENTS:

1. Memo Re: Immigration Enforcement
2. U.S. Department of State-Arresting a Non-U.S. Citizen Consular Notification Process



Immigration Enforcement

Many of our citizens have stopped to ask me what the policies are for the Truro Police Department concerning Immigration Enforcement. In addition to your questions, the topic was recently discussed at length at the Nauset Interfaith Association meeting during which our local Police Chiefs and representatives from local Churches discuss current trends or events affecting our communities.

I wanted to help our residents and visitors alike to understand a few important things regarding immigration and enforcement; the first is that the Truro Police Department treats everyone equally, regardless of their immigration status. Secondly, we are **NOT** authorized to enforce immigration laws by statute. Immigration Laws are Federal Laws under which we do not have enforcement authority. Finally, if you are a victim of a crime, we want you to feel free to come and report what has happened without fear.

The reinstated DHS Secure Communities Program ("S-Comm") replaced the now discontinued Priority Enforcement Program (PEP) on January 25, 2017 as a result of a Presidential Executive Order. This S-Comm Program is a federal program administered solely by the Department of Homeland Security—Immigration and Customs Enforcement (DHS-ICE). It is in effect in all 50 states across the country as well as Puerto Rico.

This federal program will in no way change how the Truro Police protects the public that we serve by enforcing existing **state and local laws** in a fair, impartial and professional manner to our entire community. I ask for your faith, confidence and trust in your Police Department as we continue to work together to ensure a safe and positive environment for Truro.

The Secure Communities Program has no impact on individuals who are stopped (cited or warned) solely for Civil Motor Vehicle Infractions in Massachusetts. If you are arrested for a crime, and you are not a US Citizen, a native from one of 47 specific countries, the State Department requires us to ask you if you wish for us to notify that Countries Consulate. If yes, then we do, if no, then we don't and that's it – nothing further.

If a person is arrested for any a criminal offense, the Truro Police Department sends fingerprints of those individuals to the State Police, who in turn sends them to the FBI, who then sends them to other Federal Agencies such as ICE / DHS.

What about ICE Detainers? How are they handled? A detainer is a request from Immigration and Customs Enforcement (ICE) to hold a suspect for up to 48 hours. It is NOT a court order and we **do not hold** people on an ICE Detainer. The Courts are notified of the detainer and may choose to hold someone based upon normal bail considerations, not the Detainer alone.

If ICE comes to the Truro Police Station with an arrest warrant for an individual, we will provide assistance, just as we would to any other law enforcement agency.

ICE and DHS Officials from Washington, D.C. and here in Massachusetts have assured Police Chiefs across the state over the past several years that they are absolutely committed to focusing their immigration enforcement resources in a manner that best promotes national security, public safety and border security. It is our understanding that ICE will continue to prioritize their enforcement and investigatory resources focusing on offenders who commit serious violent crimes, drug dealers, human trafficking, sex offenders, gang members, & suspected terrorists and also those who are considered "***Illegal Re-entries***" (those individuals previously ordered as deported by a court of competent jurisdiction).

Finally, as members of the Truro Police Department, we remain committed to our community and will treat all that we encounter with the utmost of respect and dignity.

SUMMARY

The Truro Police have no authority to enforce federal immigration laws, and the implementation of the Secure Communities Program does not provide any additional authority or power to further immigration arrests by local police departments.

We want to assure any residents or visitors of Truro, who are in need of services or who may be the victims of a crime, to ask us for help without fear of immigration issues.

The Truro Police Department will not be involved in any type of profiling or targeting of any specific ethnic group or presumed nationality class because of the implementation of the DHS –ICE Secure Communities Program.

This federal program will in no way change how the Truro Police protect the public that we serve by enforcing existing state and local laws in a fair and impartial manner.

Finally, as members of the Truro Police Department, we remain committed to our community and will continue to treat all that we encounter with the utmost degree of respect and dignity.

ARRESTING A NON-U.S. CITIZEN

Consular Notification Process

Agenda Item: 5C2



Q. Are you a U.S. citizen?

A. "YES, I am a U.S. citizen."

(No further action required.)

STOP

"NO, I am not a U.S. citizen."

NEXT

Q. Are you a national of one of these countries?

Algeria	Cyprus	Kazakhstan	Romania	Tonga
Antigua and Barbuda	Czech Republic	Kiribati	Russia	Trinidad and Tobago
Armenia	Dominica	Kuwait	St. Kitts and Nevis	Tunisia
Azerbaijan	Fiji	Kyrgyzstan	Saint Lucia	Turkmenistan
Bahamas, The	Gambia, The	Malaysia	St. Vincent/Grenadines	Tuvalu
Barbados	Georgia	Malta	Seychelles	Ukraine
Belarus	Ghana	Mauritius	Sierra Leone	United Kingdom ³
Belize	Grenada	Moldova	Singapore	U.S.S.R. ⁴
Brunei	Guyana	Mongolia	Slovakia	Uzbekistan
Bulgaria	Hong Kong	Nigeria	Tajikistan	Zambia
China ¹	Hungary	Philippines	Tanzania	Zimbabwe
Costa Rica	Jamaica	Poland ²		

1. Does not include Republic of China (Taiwan) passport holders.

2. Mandatory for nonpermanent residents only.

3. UK includes Anguilla, British Virgin Islands, Bermuda, Montserrat, and the Turks and Caicos islands residents carry UK passports.

4. Passports may still be carried.

IN ALL CASES:

- Do not inform consulate about detainee's refugee or asylum status.
- Detainee may communicate with consular officer and may request consular access at any time (whether previously declined or not).
- Consulate may have access to detainee regardless of whether detainee requests it.

A. "YES."

Step 1. Inform detainee of the right to communicate with consulate, and that you must inform consulate of arrest/detention.

Step 2. Inform the nearest consulate **without delay**.

Step 3. Make record of notification in case file.

(No further action required.)

STOP

"NO."

Inform detainee, **without delay**, of the right to communicate with consulate.

NEXT

Bureau of Consular Affairs

U.S. Department of State

Washington, D.C. 20520

P: 202-647-4415

F: 202-736-7559

consnot@state.gov

Q. Do you want your consulate notified of your arrest/detention?

A. "YES."

Step 1. Make note in case file.

Step 2. Inform consulate **without delay**.

Step 3. Make record of notification in case file (or use fax confirmation).

(No further action required.)

STOP

"NO."

Step 1. Make note in case file.

Step 2. Do **NOT** inform the consulate.

(No further action required.)

STOP

For more information visit: <http://www.travel.state.gov/law/notify.html>



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Tel: 508-349-7004, Extension: 110 or 124 Fax: 508-349-5505

6. CONSENT AGENDA

A. Review/Approve and Authorize Signature:

I. None

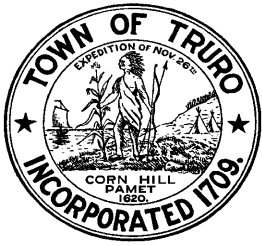
B. Review and Approve 2017 Seasonal Licenses: Jules Besch Stationers (Transient Vendor), North of Highland Camping Area, LLC (Transient Vendor and Pool Table License), Highland Links Golf Course (Transient Vendor and Common Victualer), and Terra Luna Restaurant (Common Victualer)

C. Review and Approve One Day Entertainment Licenses for Truro Vineyards of Cape Cod

D. Review and Approve Renewal of Aquaculture Development Area Licenses – Dana Pazolt, William and Cheryl Souza

E. Review and Approve Gary Sharpless for full membership and Dana Pazolt as Alternate on the Shellfish Advisory Committee

F. Review and Approve Board of Selectmen Minutes: March 21, 2017 (Work Session), and March 27, 2017 (Regular)



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Licensing Department

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: April 18, 2017

ITEM: Approval of 2017 Seasonal License Renewals

EXPLANATION: There are five 2017 seasonal license renewal applications and supporting documentation under the authority of the Board of Selectmen as Local Licensing Authorities. There were no reported issues with these establishments in 2016. If you approve this for renewal, the licenses will be issued only upon compliance with all regulations and upon receipt of the necessary documents and fees.

Mass General Law	Licenses & Permits Issued by Board of Selectmen	Names of Businesses
Chapter 140 § 2	Common Victualer-Cook, Prepare & Serve Food	Highland Links Golf Course Terra Luna Restaurant
Chapter 101 §2	Transient Vendor	North of Highland Camp Area Jules Besch Stationers
Chapter 140 § 177	Licensing for Billiards, Pool or Sippio table or bowling alley Pool Tables (2)	North of Highland Camping Area <i>Does not require Sunday State License per MA Dept. of Public Safety</i>

IMPACT IF NOT APPROVED: The Licenses will not be issued.

SUGGESTED ACTION: *MOTION TO approve 2017 seasonal Common Victualer (food), Transient Vendor and Pool Table licenses for: Jules Besch Stationers, North of Highland Camping Area, Highland Links Golf Course, and Terra Luna Restaurant upon compliance with all regulations and receipt of the necessary documents and fees and compliance with requirements from the Health Department and Authorize the Chair to sign the Entertainment Application for Pool Table License.*

ATTACHMENTS:

1. Renewal Application for 2017: Jules Besch Stationers
2. Renewal Application for 2017: North of Highland Camping Area LLC
3. Renewal Application for 2017: Highland Links Golf Course
4. Renewal Application for 2017: Terra Luna Restaurant



TOWN OF TRURO

BUSINESS LICENSE APPLICATION
ADMINISTRATION • LICENSING

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

Tel: 508-349-7004 Extensions: 110 or 124 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 License Request	License Type	Hours of Operation
<input type="checkbox"/> New Application	<input checked="" type="checkbox"/> Transient Vendor - Seasonal Retail	<input type="checkbox"/> <u>Annual License</u>
<input checked="" type="checkbox"/> Renewal – No Changes	<input type="checkbox"/> Entertainment License <i>Complete Entertainment Application</i>	Number of Days Open:
<input type="checkbox"/> Renewal – Change (s) <i>Please describe below.</i>	<input type="checkbox"/> Lodging House ___ Rooms	Hours AM PM
<input type="checkbox"/> Transfer of License	<input type="checkbox"/> Alcohol License <i>Complete ABCC Application</i>	<input type="checkbox"/> <u>Seasonal License</u>
<input type="checkbox"/> Name Change	<input type="checkbox"/> Innholder	Number of Days Open: 4-7
<input type="checkbox"/> Manager Change	<input type="checkbox"/> Taxicabs	Opening Date: 4-13-17
<input type="checkbox"/> Location Change	<input type="checkbox"/> Other	Closing Date: 12/17
<input type="checkbox"/> Seasonal to Annual		Hours 10 AM 5(6) PM
<input type="checkbox"/> Annual to Seasonal		<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 MICHAEL TUCK
Please Print

Name of Business/Corporation/Partnership JULES BESCH STATIONERS, INC

Business Location 3 GREAT HOLLOW RD
Street Address

Mailing Address of Business PO BOX 1169 TRURO MA 02666
Please use preferred mailing address for any Town Correspondence

Business Contact Information 508 487-0395
Business Phone Number/Cell Phone Number/Email Address

Name of Manager MICHAEL TUCK
Please Print

Manager Contact Information _____
Cell Number/Email Address

Manager's Mailing Address SAME

FEIN Business Number [REDACTED]

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
- 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.

3-24-17
Date

MICHAEL TUCK
Applicant Name *Please print*


Signature of Applicant

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

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

-----**Office Use Only**-----
 Payment Received
 Health Agent or Board of Health Approval *(If applicable)* Board of Selectmen Meeting Date for Approval _____



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: JULES BESCH STATIONERS, INC.
 Address: 3 GREAT HOLLOW RD // PO BOX 1169
 City/State/Zip: TRURO, MA 02469 Phone #: 508 487 0395

Are you an employer? Check the appropriate box:

- 1. I am an employer with 1/1-2 employees (full and/ or part-time).*
- 2. I am a sole proprietor or partnership and have no employees working for me in any capacity. [No workers' comp. insurance required]
- 3. 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]**
- 4. We are a non-profit organization, staffed by volunteers, with no employees. [No workers' comp. insurance req.]

Business Type (required):

- 5. Retail
- 6. Restaurant/Bar/Eating Establishment
- 7. Office and/or Sales (incl. real estate, auto, etc.)
- 8. Non-profit
- 9. Entertainment
- 10. Manufacturing
- 11. Health Care
- 12. Other _____

*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: the Norfolk + Dedham Group
 Insurer's Address: 222 Ames St. / PO Box 9109
 City/State/Zip: Dedham, MA 02027
 Policy # or Self-ins. Lic. # WE158433 A Expiration Date: 7-13-17

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: 3-24-17
 Phone #: 508 487-0395 [REDACTED]

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 #: _____



CERTIFICATE OF LIABILITY INSURANCE

JULEBE1 OP ID: EC

DATE (MM/DD/YYYY)

03/24/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Kaplansky - Truro 154 Shore Road PO Box 267 North Truro, MA 02652 Peggy T Herlihy		CONTACT NAME: Marilyn Massad PHONE (A/C No, Ext): 508-487-6060 E-MAIL ADDRESS: FAX (A/C, No): 508-487-2040	
INSURED Jules Besch Stationers, Inc Michael Tuck P.O. Box 1169 Truro, MA 02666		INSURER(S) AFFORDING COVERAGE INSURER A: Norfolk & Dedham Group INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$ COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					EACH OCCURRENCE \$ AGGREGATE \$ \$
	UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$					PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/>	N/A	07/13/2016	07/13/2017	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER Town of Truro Licensing Clerk P.O. Box 2030 Truro, MA 02666	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
---	--



TOWN OF TRURO

BUSINESS LICENSE APPLICATION ADMINISTRATION • LICENSING

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 License Request	License Type	Hours of Operation
<input type="checkbox"/> New Application	<input checked="" type="checkbox"/> Transient Vendor - Seasonal Retail	<input type="checkbox"/> <u>Annual License</u>
<input checked="" type="checkbox"/> Renewal – No Changes	<input checked="" type="checkbox"/> Entertainment License <i>Complete Entertainment Application</i>	Number of Days Open:
<input type="checkbox"/> Renewal – Change (s) <i>Please describe below.</i>	<input type="checkbox"/> Lodging House ___ Rooms	Hours AM PM
<input type="checkbox"/> Transfer of License	<input type="checkbox"/> Alcohol License <i>Complete ABCC Application</i>	<input checked="" type="checkbox"/> <u>Seasonal License</u>
<input type="checkbox"/> Name Change	<input type="checkbox"/> Innholder	Number of Days Open: <u>108</u>
<input type="checkbox"/> Manager Change	<input type="checkbox"/> Taxicabs	Opening Date: <u>05/26/2017</u>
<input type="checkbox"/> Location Change	Other _____	Closing Date: <u>09/11/2017</u>
<input type="checkbox"/> Seasonal to Annual		Hours <u>8:30</u> AM <u>9:00</u> PM
<input type="checkbox"/> Annual to Seasonal		<input type="checkbox"/> Change of Hours
<input type="checkbox"/> Extension of Premises		<input type="checkbox"/> Other

Other information, please describe CAMPGROUND WITH CAMPSTORE

APPLICANT INFORMATION

Name of Applicant STEPHEN M. CURRIER
Please Print

Name of Business/Corporation/Partnership NORTH OF HIGHLAND CAMPING AREA, LLC

Business Location 52 HEAD OF MEADOW ROAD N. TRURO, MA. 02652
Street Address

Mailing Address of Business P.O. BOX 297 N. TRURO, MA. 02652
Please use preferred mailing address for any Town Correspondence

Business Contact Information 508-487-1191 / 919-500-9613 / INFO@CAPECODCAMPING.COM
Business Phone Number/Cell Phone Number/Email Address

Name of Manager GREGORY S. CURRIER + BRANDON T. CURRIER
Please Print

Manager Contact Information [REDACTED]
Cell Number/Email Address

Manager's Mailing Address SAME

FEIN Business Number [REDACTED]

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
- 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.

3-17-17
Date

STEPHEN M. CURRIER
Applicant Name Please print


Signature of Applicant

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

TOWN OF TRURO
Administration Office/Licensing Department
Main Floor • Truro 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 _____
(If applicable)



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



Application for an Entertainment License

Weekday Saturday Sunday *Please complete the Commonwealth's Public Entertainment on Sunday Application

The undersigned hereby applies for a license in accordance with the provisions of Mass. General Laws, c.140 §183A amended, Ch. 140§181 & Ch.136§4

BUSINESS/ORGANIZATION INFORMATION

STEPHEN M. CURRIER NORTH OF HIGHLAND CAMPING AREA, LLC
 Name of Applicant Business/Organization Name

P.O. BOX 297 N. TRURO, MA. 02652
 Mailing Address of Business/Organization

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

STEPHEN M. CURRIER [REDACTED] [REDACTED]
 Contact Person Phone Number Email

INDIVIDUAL APPLICANT INFORMATION

Individual's Name Mailing Address

Phone Number Email Address

EVENT INFORMATION

SEASONAL 05/26/2017 → 09/11/2017 USE BY CAMPERS
 Day (s)/Date (s) of Event for License to be issued Purpose of Event (example: fundraiser)

Hours of Event (from - to) 8 AM — 10 PM

REC. HALL 52 HEAD OF MEADOW RD Event is: Indoor Outdoor Event
 Location (Must provide facility name, if any, street number and name) (Please check applicable box)

STEPHEN M. CURRIER [REDACTED]
 Property Owner Name and Address Phone number

Seating Capacity: _____ Occupancy Number: _____

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

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

Will an admission fee be collected? Yes No

Will there be a One Day Alcohol License Yes No **If yes; you must also apply for a One Day Alcohol License**

Will there be Police Traffic Control? Yes No

ENTERTAINMENT INFORMATION

Type of Entertainment: Please check the appropriate boxes.

Dancing: By Patron By Entertainers No Dancing

Music: Recorded Juke Box Live No Music

Number of Musicians & Instruments (Type) _____

Amplified System: Yes No

Shows: Theater Movies Floor Show Light Show
 No Show

Other: Video Games Pool/Billiard Tables (Please indicate quantity) 2

Applicant's Signature

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

Stephen M. Linn
Signature

3-17-17
Date

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

Office Use Only

APPROVAL

License No _____

Board of Selectmen _____ Meeting Date _____

Police Department Kyle Takalajian Date 4/3/17

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



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

Print Form

Workers' Compensation Insurance Affidavit: General Businesses

Applicant Information

Please Print Legibly

Business/Organization Name: NORTH OF HIGHLAND CAMPING AREA, LLC

Address: 52 HEAD OF MEADOW ROAD

City/State/Zip: N. TRURO MA 01915 Phone #: [REDACTED]

Are you an employer? Check the appropriate box:

- 1. I am an employer with 12 employees (full and/or part-time).*
- 2. I am a sole proprietor or partnership and have no employees working for me in any capacity. [No workers' comp. insurance required]
- 3. 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]**
- 4. We are a non-profit organization, staffed by volunteers, with no employees. [No workers' comp. insurance req.]

Business Type (required):

- 5. Retail
- 6. Restaurant/Bar/Eating Establishment
- 7. Office and/or Sales (incl. real estate, auto, etc.)
- 8. Non-profit
- 9. Entertainment
- 10. Manufacturing
- 11. Health Care
- 12. Other CAMPGROUND

*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: MARKEL INSURANCE CO.

Insurer's Address: TEN PARKWAY NORTH

City/State/Zip: DEERFIELD, IL 60015

Policy # or Self ins. Lic. # [REDACTED] Expiration Date: 01/01/2018

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: 3-17-17

Phone #: [REDACTED]

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 #: _____



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

**FIRE PROTECTION SYSTEMS
ANNUAL TEST REPORT**

BUSINESS NAME: North of Highland Camping Area, LLC

OWNER/MANAGER: Owner: Stephen M. Carrier

ADDRESS: 52 Head of the Meadow Rd. North Truro, MA 02652

PHONE #: 508-487-1191 SITES: _____
NUMBER OF UNITS: 237

CONTACT PERSON: Gregory S. Carrier Manager: _____ OR Manager: Brandon T. Carrier

ADDRESS: same as above

TESTING COMPANY: Forbes Electric

TESTING ELECTRICIAN/TECHNICIAN: Gary M. Forbes

COMPANY PHONE #: _____ HOME PHONE #: _____

LICENSE #: _____

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: _____

DATE OF CERTIFICATION: 3-18-17 BY: Gary M. Forbes
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.**



WORKERS COMPENSATION AND EMPLOYERS LIABILITY INSURANCE POLICY INFORMATION PAGE

Original Printing

Issued January 3, 2017

Standard

Type : Stock
Markel Insurance Company
Ten Parkway North
Deerfield, IL 60015

NCCI Carrier Code:
Policy Number:
Renewal of Policy:
Rewrite of Policy:
Epin # / Risk ID #:

1. The Insured's Name and Mailing address:
North of Highland Camping Area LLC
PO Box 297
North Truro, MA 02652-0297
508-487-1191

DBA Name:
SIC CODE:

Other work place not shown above: See Attached Location Schedule

Type of entity: Limited Liability Company

2. The policy period is from 01/01/2017 to 01/01/2018 [12.01 AM Standard Time] at the insured's mailing address.

3. A. Workers Compensation Insurance: Part One of this policy applies to the Workers Compensation Law of the states listed here: MASSACHUSETTS

B. Employers liability Insurance: Part Two of this policy applies to work in each state listed in Item 3A. The limits of our liability under Part Two are:

Table with 3 columns: Injury Type, Amount, and Limit. Rows include Bodily Injury by Accident, Bodily Injury by Disease, and Bodily Injury by Disease.

C. Other States Insurance: Part Three of this policy applies to the states, if any, listed here

All states except those listed in Item 3A of the Information Page and the following states or territories: AZ, District of Columbia, ID, ME, MT, NJ, NY, ND, OH, OR, WA, WY, Puerto Rico and US Virgin Islands.

D. California Endorsements and Schedules

Other State Endorsements and Schedules:

MDWC1001, MWC 1201, WC000000C, WC000308, WC000406A, WC000414, WC000422B, WC 20 03 01, WC 20 03 02 A, WC 20 03 03 D, WC 20 04 01, WC 20 04 05, WC 20 06 01 A, WC 20 06 04, MJWC1000, MPIL 1007

4. The premium for this policy will be determined by our Manual of Rules, Classifications, Rates and Rating Plans. All Information required is subject to verification and change by audit.

Minimum Premium: Deposit Premium: Total Estimated Annual Premium: Pay plan: 1-Pay - 100%

Producer: Leavitt Recreation & Hospitality Insurance, Inc. - RV/Campground Program
942 14th Street 605-423-4333
Sturgis, SD 57785

Countersigned By:

Date: 01/05/2017

Servicing office: Markel Service, Inc., (888) 500-3344
Central Park Plaza, 222 South 15th Street, Suite 1500N
Omaha, NE 68102-1680

(See extension of information page for class code, rate and premium detail)

THIS INFORMATION PAGE WITH THE WORKERS COMPENSATION AND EMPLOYERS LIABILITY INSURANCE POLICY AND ENDORSEMENTS, IF ANY ISSUED TO FORM A PART THEREOF, COMPLETES THE ABOVE NUMBERED POLICY

MDWC 1001 05 10





TOWN OF TRURO

**BUSINESS LICENSE APPLICATION
ADMINISTRATION • LICENSING**
Main Floor Town Hall • P.O. Box 2030
24 Town Hall Rd • Truro, MA 02666

Tel: 508-349-7004 Extensions: 110 or 124 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 License Request	License Type	Hours of Operation
<input type="checkbox"/> New Application	<input checked="" type="checkbox"/> Transient Vendor - Seasonal Retail	<input type="checkbox"/> <u>Annual License</u>
<input type="checkbox"/> Renewal – No Changes	<input type="checkbox"/> Entertainment License <i>Complete Entertainment Application</i>	Number of Days Open:
<input type="checkbox"/> Renewal – Change (s) <i>Please describe below.</i>	<input type="checkbox"/> Lodging House ___ Rooms	Hours AM PM
<input type="checkbox"/> Transfer of License	<input checked="" type="checkbox"/> Alcohol License <i>Complete ABCC Application</i>	<input checked="" type="checkbox"/> <u>Seasonal License</u>
<input type="checkbox"/> Name Change	<input type="checkbox"/> Innholder	Number of Days Open: 7
<input type="checkbox"/> Manager Change	<input type="checkbox"/> Taxicabs	Opening Date: 4-20-17
<input type="checkbox"/> Location Change	<input type="checkbox"/> Other	Closing Date: 11-30-17
<input type="checkbox"/> Seasonal to Annual		Hours 6 AM 7 PM
<input type="checkbox"/> Annual to Seasonal		<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 Highland Links Golf Course

Please Print

Name of Business/Corporation/Partnership Johnson Golf Management, Inc.

Business Location 10 Highland Light Rd. N. Truro,

Street Address

Mailing Address of Business PO Box 1659 Harwich MA 02645

Please use preferred mailing address for any Town Correspondence

Business Contact Information _____

Business Phone Number/Cell Phone Number/Email Address

Name of Manager Jason Laramee

Please Print

Manager Contact Information _____

Cell Number/Email Address

Manager's Mailing Address 5 Alder Lane Harwich MA 02645

FEIN Business Number [REDACTED]

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

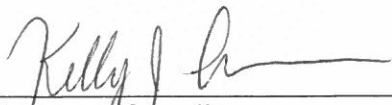
- RESTAURANTS- See Health Department Application
- FIRE PROTECTION SYSTEMS ANNUAL TEST REPORT
- IF YOU HAVE EMPLOYEES- Provide Workers Compensation Affidavit **AND** Certificate of Insurance
- IF YOU DO NOT HAVE EMPLOYEES- Provide Workers Compensation Affidavit **ONLY**
- IF SELLING ALCOHOL FOR CONSUMPTION ON PREMISE
 - Provide Liquor Liability Insurance
 - Provide Current Building and Fire Certificate of Inspection
 - TIPS Server Training Certificates for Servers
- 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.

3/27/17
Date

Kelly J. Laramée
Applicant Name *Please print*


Signature of Applicant

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

TOWN OF TRURO
Administration Office/Licensing Department
Main Floor ♦ Truro 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 _____
(If applicable)



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: Johnson Golf Management, Inc.

Address: PO Box 1659

City/State/Zip: Harwich MA 02645 Phone #: [REDACTED]

Are you an employer? Check the appropriate box:

- 1. I am an employer with 60 employees (full and/or part-time).*
- 2. I am a sole proprietor or partnership and have no employees working for me in any capacity. [No workers' comp. insurance required]
- 3. 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]**
- 4. We are a non-profit organization, staffed by volunteers, with no employees. [No workers' comp. insurance req.]

Business Type (required):

- 5. Retail
- 6. Restaurant/Bar/Eating Establishment
- 7. Office and/or Sales (incl. real estate, auto, etc.)
- 8. Non-profit
- 9. Entertainment
- 10. Manufacturing
- 11. Health Care
- 12. Other golf course

*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: Acadia Ins. Company by Berkley Assigned Risk

Insurer's Address: PO Box 59143

City/State/Zip: Minneapolis, MN 55459-0143

Policy # or Self-ins. Lic. # [REDACTED] Expiration Date: 1/10/18

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: 3/27/17

Phone #: [REDACTED]

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 #: _____



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



FIRE PROTECTION SYSTEMS
ANNUAL TEST REPORT

BUSINESS NAME: Highland Links Golf Course
OWNER/MANAGER: Johnson Golf Management, Inc.
ADDRESS: 10 Highland Light Rd.
PHONE #: 508 487 9201 NUMBER OF UNITS: 1
CONTACT PERSON: Jason Laramee
ADDRESS: PO Box 1659 Harwich MA 02645

TESTING COMPANY: RALPH PERRY
TESTING ~~ELECTRICIAN~~/TECHNICIAN: MIKE HOLUBESKO
COMPANY PHONE #: [REDACTED] HOME PHONE #: _____
LICENSE #: 5342

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: INSPECTED FIRE EXTINGUISHERS ONLY

DATE OF CERTIFICATION: 3/31/17 BY: [Signature]
Signature of Licensed ~~Electrician~~ TECHNICIAN

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.

#2017-086



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

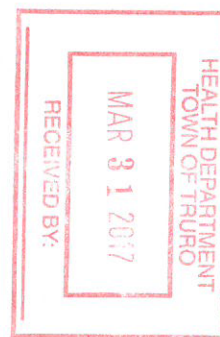
BOARD OF HEALTH

Tel: 508-349-7004, Extension: 32 or 31 Fax: 508-349-5508

Email: ppajaron@truro-ma.gov or adavis@truro-ma.gov

BUSINESS LICENSE APPLICATION

Date: 3/27/17 Renewal New



Section 1 – License Type

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

FACILITY:	# UNITS	FOOD SERVICE	RETAIL SERVICE
<input type="checkbox"/> Motel	_____	<input type="checkbox"/> Food Service (Restaurant, Take Out, Residential Kitchen)	<input type="checkbox"/> Gas Station
<input type="checkbox"/> Cottage Colony	_____	<input checked="" type="checkbox"/> Common Victualer*	
<input type="checkbox"/> Condominium	_____	<input type="checkbox"/> Catering	
<input type="checkbox"/> Campground	_____	<input type="checkbox"/> Manufacturer of Ice Cream/Frozen Desserts	
		<input type="checkbox"/> Bakery	
		<input type="checkbox"/> Retail Sales: Foods Commercially Packaged	

(* Requires additional License issued by the Board of Selectmen)

Section 2 – Business Information

Federal Employers Identification Number (FEIN/SS) _____

Highland Links

Johnson Golf Management, Inc.

Print Name of Applicant

Business Name or DBA (Check if new name)

Kelly Laramee

Owner Name

10 Highland Light Rd.

PO Box 1659 Harwich MA 02645

Street Address of Business

Mailing Address of Business (Check if New Address)

508 487 9201

Business Phone Number (Check if New Phone Number)

Business E-Mail Address _____

Number: 2017-086

Fee \$75.00

Town of Truro Board of Health
24 Town Hall Road, Truro, MA 02666
Permit To Operate A Food Establishment

In accordance with Regulations promulgated under authority of Chapter 111, Section 127A of the General Laws a Permit is hereby granted to:

Jason & Kelly Laramee, mgrs., d/b/a Highland Links Golf Course Lighthouse Cafe

Whose place of business is **10 Highland Light Road**

Type of business and any restrictions **food concession/coffee shop**

To operate a food establishment in **Truro**

Permit Expires: **December 31, 2017**

Date Issued: *April 4, 2017*

Seating: 12



Truro Board of Health Agent

Section 3 –MANAGER INFORMATION FOR COTTAGE COLONY, CONDOMINIUMS, MOTOR COURT, MOTEL, CAMPGROUNDS

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

Name of Onsite Manager:

Name: Jason Laramee Unit Number: _____

Mailing Address: 5 Alder Lane

Phone: (24 Hour Contact): [REDACTED] Email Address: _____

Manager's Signature (REQUIRED)

Name of Offsite Manager:

Name: Kelly Laramee Business Name: Johnson Golf Management, Inc.

Business Address: PO Box 1659 Harwich MA 02645

Phone: (24 Hour Contact): [REDACTED] Email Address: [REDACTED]

Manager's Signature (REQUIRED)

Name of Co- Manager:

Name: _____ Business Name: _____

Business Address: _____

Phone: (24 Hour Contact): _____ Email Address: _____

Co-Manager's Signature (REQUIRED)

Section 4 – HOURS OF OPERATION

Annual Seasonal (Please check one that applies)

04/01/2017
Opening Date (MM/DD/YYYY)

12/01/2017
Closing Date (MM/DD/YYYY)

7
Days of the Week Open

6 am - 7 pm
Hours of Operation (Opening to Closing)

Section 5 – 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.

Kelly Laramee
Signature of Applicant

Kelly Laramee
Print Name



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

FIRE PROTECTION SYSTEMS
ANNUAL TEST REPORT

BUSINESS NAME: Highland Links Golf Course
OWNER/MANAGER: Johnson Golf Management, Inc.
ADDRESS: 10 Highland Light Rd.
PHONE #: 508 487 9201 NUMBER OF UNITS: 1
CONTACT PERSON: Jason Laramee
ADDRESS: PO Box 1659 Harwich MA 02645

TESTING COMPANY: RALPH PERRY

TESTING ~~ELECTRICIAN~~/TECHNICIAN: MIKE HOLUBESKO

COMPANY PHONE #: 775 3473 HOME PHONE #: _____

LICENSE #: 5342

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: INSPECTED FIRE EXTINGUISHERS ONLY

DATE OF CERTIFICATION: 3/31/17 BY: m h

Signature of Licensed ~~Electrician~~
TECHNICIAN

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: Johnson Golf Management, Inc.

Address: PO Box 1659

City/State/Zip: Harwich MA 02645 Phone #: [REDACTED]

Are you an employer? Check the appropriate box:

- 1. I am an employer with 60 employees (full and/or part-time).*
- 2. I am a sole proprietor or partnership and have no employees working for me in any capacity. [No workers' comp. insurance required]
- 3. 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]**
- 4. We are a non-profit organization, staffed by volunteers, with no employees. [No workers' comp. insurance req.]

Business Type (required):

- 5. Retail
- 6. Restaurant/Bar/Eating Establishment
- 7. Office and/or Sales (incl. real estate, auto, etc.)
- 8. Non-profit
- 9. Entertainment
- 10. Manufacturing
- 11. Health Care
- 12. Other golf course

*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: Acadia Ins. Co.

Insurer's Address: 290 Donald Lynch Blvd. #3

City/State/Zip: Marlborough, MA 01752

Policy # or Self-ins. Lic. # [REDACTED] Expiration Date: 1/10/17

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: 3/28/17

Phone #: [REDACTED]

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 #: _____

Certificate
of Achievement

IS HEREBY PRESENTED TO

Jason Laramie

In Recognition Of Successful Completion Of A Training Course In

Adult CPR, Child CPR and Infant CPR

Recommended Renewal Date: *June 2016*

By: FirstAidWeb Inc[®] and National Health & Safety Foundation[®]

THIS STUDENT HAS SUCCESSFULLY PASSED COGNITIVE SKILLS EVALUATION IN
ACCORDANCE WITH FIRSTAIDWEB INC[®] CERTIFICATION TERMS & CONDITIONS



TOWN OF TRURO

BOARD OF HEALTH

24 Town Hall Road, P.O. Box 2030, Truro, MA 02666

Tel: 508-349-7004, Extension: 32 or 31 Fax: 508-349-5508

Email: ppajaron@truro-ma.gov or adavis@truro-ma.gov

APPLICATION FOR FOOD SERVICE PERMIT

PART I - TO BE FILLED IN BY APPLICANT

Applicant: (check one) New Renewal

Date: 3/27/17

Type of Food Service Establishment :

- Food Service (restaurant or take out)
- Retail Food (commercially prepared foods)
- Residential Kitchen
- Bed & Breakfast w/Continental Breakfast
- Catering
- Manufacturer of Ice Cream/Frozen Dessert
- Bakery

Business Name: Highland Links / Johnson Golf Management, Inc.

Owner Name: Kelly Laramée Email Address: [REDACTED]

Mailing Address: PO Box 1659

Phone No: [REDACTED] 24 Hour Emergency: [REDACTED]

Person Directly Responsible for Daily Operations: (Owner, Person In Charge, Supervisor, Manager)

Name: Jason Laramée Email Address: [REDACTED]

Mailing Address: 5 Alder Lane Harnick

Phone No: [REDACTED] 24 Hour Emergency: [REDACTED]

Number of Seats: Inside 12 Outside 18 Number of Employees: 4

Length of Permit: Annual Seasonal Operation

Hours of Operation: Mon-Fri: 6:00 a To 7:00 p

Days Closed Excluding Holidays: _____

p.1

ServSafe
National Restaurant Association

EXAM FORM NO. 10367

CERTIFICATE NO. 10889432

ServSafe® CERTIFICATION

TO **BRANDEE VIENS**

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

04/07/2014

DATE OF EXAMINATION

04/07/2019

DATE OF EXPIRATION

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



#0855

Sherman Brown
Sherman Brown
ANSI, National Restaurant Association Solutions

©2014 National Restaurant Association Educational Foundation (NRAEF). All rights reserved. ServSafe is a registered trademark of the NRAEF, used under license by National Restaurant Association Solutions, LLC. The logo appearing on this ServSafe is a trademark of the National Restaurant Association. This document cannot be reproduced or altered.

19078002

v3401



CERTIFICATE OF ALLERGEN AWARENESS TRAINING

Name of Recipient: Brandee Viens

Date of Completion: 3/12/2014

Date of Expiration: 3/12/2019

*The above-named person is hereby issued this certificate
for completing an allergen awareness training program
recognized by the Massachusetts Department of Public Health
in accordance with 105 CMR 590.009(G)(3)(a).*

This certificate will be valid for five (5) years from date of completion.

Issued By:



**Berkshire
AHEC**

Area Health Education Center
Pittsfield, Massachusetts

www.mafoodallergytraining.org

If Seasonal: Approximate Dates of Operation: 4/1/17 To 12/1/17

Certified Food Manager(s) (attach copy): (at least 1 full-time equivalent PER SHIFT required)

Brandee Viens

Allergen Awareness Certification (attach copy):

Brandee Viens

Has your menu changed from last year? Yes No

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

I, the undersigned, attest to the accuracy of the information provided in this application and further agree to allow the regulatory authority access to the food service establishment as specified under § 8-402.11. I affirm that the food establishment operation will comply with 105 CMR 590.000, Truro Board of Health Regulation Section X, Food Service Regulations and all other applicable laws. Pursuant to MGL Ch. 62C § 49A, I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid state and local taxes required by law.

Signature of Applicant: Kelly [Signature] Date: 3/27/17

Social Security Number or Federal ID: 043051506

FOR HEALTH DEPARTMENT USE ONLY

Food Manager Certification Allergen Awareness Certification Choke Saver ^{N/A}
Training Workers Comp Affidavit Copy of Liability Insurance Copy of
Commercial Hood/Ventilation System Report Copy of Dishwasher Service Report

Comments: Fire Inspection Report valid thru 3/31/18

Application Approved Denied

[Signature] 4/4/17
Signature of Health Agent Date



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
02/16/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Chisholm Insurance Agency, Inc. PO Box 399 Wayland MA 01778		CONTACT NAME: PHONE (A/C. No. Ext): 508-358-6111 FAX (A/C. No): E-MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE NAIC #	
INSURED Johnson Golf Management Inc. PO Box 1659 Harwich MA 02645		INSURER A : Arbella Protection Insurance INSURER B : Arbella Protection Insurance INSURER C : Arbella Protection Insurance INSURER D : INSURER E : Arbella Protection Insurance INSURER F :	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			[REDACTED]	01/01/17	01/01/18	EACH OCCURRENCE \$ 1000000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50000 MED EXP (Any one person) \$ 5000 PERSONAL & ADV INJURY \$ 1000000 GENERAL AGGREGATE \$ 2000000 PRODUCTS - COMP/OP AGG \$ 2000000 \$
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY			[REDACTED]	01/01/17	01/01/18	COMBINED SINGLE LIMIT (Ea accident) \$ 1000000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$ 10000			[REDACTED]	01/01/17	01/01/18	EACH OCCURRENCE \$ 2000000 AGGREGATE \$ 2000000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
E	Liquor Liability			[REDACTED]	01/01/17	01/01/18	Occurrence 1000000 Aggregate 2000000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re: Highland Links Golf Course 10 Highland Light Road Truro, MA

WC info to follow directly from Acadia

CERTIFICATE HOLDER

Town of Truro
 PO Box 2030

 Truro MA 02666

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
 THOMAS B CHISHOLM

© 1988-2015 ACORD CORPORATION. All rights reserved.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

02/16/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER CHISHOLM INSURANCE AGENCY INC. P.O. BOX 399 WAYLAND MA 01778	CONTACT NAME: Jennifer Goodfellow	
	PHONE (A/C, No., Ext): (508) 358-6111 FAX (A/C, No): E-MAIL ADDRESS: jgoodfellow@chisholminsurance.com	
INSURED JOHNSON GOLF MANAGEMENT INC PO BOX 1659 HARWICH MA 02645	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : ACADIA INS CO	31325
	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	

COVERAGES CERTIFICATE NUMBER: 127661 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

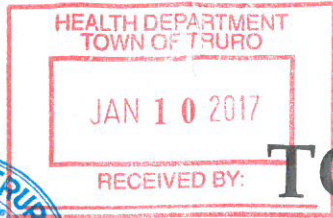
INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			N/A			EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMPI/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			N/A			COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			N/A			EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A	N/A	N/A	01/10/2017	01/10/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
				N/A			

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Workers' Compensation benefits will be paid to Massachusetts employees only. Pursuant to Endorsement WC 20 03 06 B, no authorization is given to pay claims for benefits to employees in states other than Massachusetts if the insured hires, or has hired those employees outside of Massachusetts.

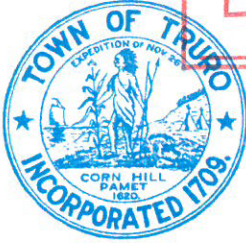
This certificate of insurance shows the policy in force on the date that this certificate was issued (unless the expiration date on the above policy precedes the issue date of this certificate of insurance). The status of this coverage can be monitored daily by accessing the Proof of Coverage - Coverage Verification Search tool at www.mass.gov/lwd/workers-compensation/investigations/.

CERTIFICATE HOLDER Town of Truro P.O. Box 2030 Truro MA 02666	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE Daniel M. Crowley, CPCU, Vice President - Residual Market - WCRIBMA

© 1988-2014 ACORD CORPORATION. All rights reserved.



2017-043 Received 12/30/2016 (incomplete)



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

BOARD OF HEALTH

Tel: 508-349-7004, Extension: 32 or 31 Fax: 508-349-5508

Email: ppajaron@truro-ma.gov or adavis@truro-ma.gov

BUSINESS LICENSE APPLICATION

Date: 11/29/16 Renewal New

Section 1 – License Type

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

- | FACILITY: | # UNITS | FOOD SERVICE | RETAIL SERVICE |
|---|---------|---|--------------------------------------|
| <input type="checkbox"/> Motel | _____ | <input checked="" type="checkbox"/> Food Service
(Restaurant, Take Out, Residential Kitchen) | <input type="checkbox"/> Gas Station |
| <input type="checkbox"/> Cottage Colony | _____ | <input checked="" type="checkbox"/> Common Victualer* | |
| <input type="checkbox"/> Condominium | _____ | <input checked="" type="checkbox"/> Catering | |
| <input type="checkbox"/> Campground | _____ | <input type="checkbox"/> Manufacturer of Ice Cream/Frozen Desserts | |
| | | <input type="checkbox"/> Bakery | |
| | | <input type="checkbox"/> Retail Sales: Foods Commercially Packaged | |

(* Requires additional License issued by the Board of Selectmen)

Section 2 – Business Information

Federal Employers Identification Number (FEIN/SS) _____

STOSTEF

dba

TERRA LUNA

Print Name of Applicant

Business Name or DBA (Check if new name)

ANTHONY PASQUALE

Owner Name

104 Shore Rd

PO Box 666

NORTH TRURO
02652

Street Address of Business

Mailing Address of Business (Check if New Address)

508-487-1019

Business Phone Number (Check if New Phone Number)

Business E-Mail Address

Section 3 –MANAGER INFORMATION FOR COTTAGE COLONY, CONDOMINIUMS, MOTOR COURT, MOTEL, CAMPGROUNDS

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

Name of Onsite Manager:

Name: _____ Unit Number: _____

Mailing Address: _____

Phone: (24 Hour Contact): _____ Email Address: _____

Manager's Signature (REQUIRED)

Name of Offsite Manager:

Name: _____ Business Name: _____

Business Address: _____

Phone: (24 Hour Contact): _____ Email Address: _____

Manager's Signature (REQUIRED)

Name of Co- Manager:

Name: _____ Business Name: _____

Business Address: _____

Phone: (24 Hour Contact): _____ Email Address: _____

Co-Manager's Signature (REQUIRED)

Section 4 – HOURS OF OPERATION

Annual Seasonal (Please check one that applies)

Opening Date (MM/DD/YYYY)

Closing Date (MM/DD/YYYY)

Days of the Week Open

Hours of Operation (Opening to Closing)

Section 5 – 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.

Signature of Applicant

Print Name



TOWN OF TRURO

BOARD OF HEALTH

24 Town Hall Road, P.O. Box 2030, Truro, MA 02666

Tel: 508-349-7004, Extension: 32 or 31 Fax: 508-349-5508

Email: ppajaron@truro-ma.gov or adavis@truro-ma.gov

APPLICATION FOR FOOD SERVICE PERMIT

PART I - TO BE FILLED IN BY APPLICANT

Applicant: (check one) New Renewal

Date: 12/15/16

Type of Food Service Establishment :

- Food Service (restaurant or take out)
- Retail Food (commercially prepared foods)
- Residential Kitchen
- Bed & Breakfast w/Continental Breakfast
- Catering
- Manufacturer of Ice Cream/Frozen Dessert
- Bakery

Business Name: Stastef, inc. dba TERRA LUNA

Owner Name: ANTHONY PASQUALE Email Address: [REDACTED]

Mailing Address: PO Box 666 N. TRURO MA 02652

Phone No: 508 487 1019 24 Hour Emergency: [REDACTED]

Person Directly Responsible for Daily Operations: (Owner, Person In Charge, Supervisor, Manager)

Name: ANTHONY PASQUALE Email Address: [REDACTED]

Mailing Address: PO Box 83 South Wellfleet 02663

Phone No: [REDACTED] 24 Hour Emergency: _____

Number of Seats: Inside: 64 Outside: — Number of Employees: 11

Length of Permit: Annual Seasonal Operation

Hours of Operation: Mon-Fri: 5 : 00pm To 11 : pm

Days Closed Excluding Holidays: _____

If Seasonal: Approximate Dates of Operation: 5 / 15 / 17 To 10 / 15 / 17

Certified Food Manager(s) (attach copy): (at least 1 full-time equivalent PER SHIFT required)

Allergen Awareness Certification (attach copy):

Has your menu changed from last year? Yes No

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

I, the undersigned, attest to the accuracy of the information provided in this application and further agree to allow the regulatory authority access to the food service establishment as specified under § 8-402.11. I affirm that the food establishment operation will comply with 105 CMR 590.000, Truro Board of Health Regulation Section X, Food Service Regulations and all other applicable laws. Pursuant to MGL Ch. 62C § 49A, I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid state and local taxes required by law.

Signature of Applicant:

Anthony [Signature]

Date:

12 / 15 / 16

Social Security Number or Federal ID:

[Redacted]

FOR HEALTH DEPARTMENT USE ONLY

Food Manager Certification Allergen Awareness Certification Choke Saver Training
 Workers Comp Affidavit Copy of Liability Insurance Copy of Commercial Hood/Ventilation System Report Copy of Dishwasher Service Report

Comments: _____

Application Approved

Denied _____

Patricia Payer MS
Signature of Health Agent

Date

4/3/17

Number: 2017-043A

Fee \$75.00

Town of Truro Board of Health
24 Town Hall Road, Truro, MA 02666
Permit To Operate A Food Establishment

In accordance with Regulations promulgated under authority of Chapter 111, Section 127A of the General Laws a Permit is hereby granted to:

Anthony Pasquale, mgr., d/b/a Terra Luna

Whose place of business is **104 Shore Rd**

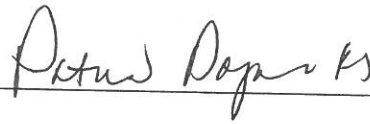
Type of business and any restrictions **Restaurant**

To operate a food establishment in **Truro**

Permit Expires: **December 31, 2017**

Date Issued: *April 3, 2017*

Seating: 65



Truro Board of Health Agent

Number: 2017-043B

Fee \$50.00

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

Permit To Operate As A Food Caterer

In accordance with provisions of Chapter 111, Section 127A of the Massachusetts General Laws, Regulations established by the Massachusetts Department of Public Health (105 CMR 590.00) and the provisions of Chapter 111, Section 31 of the Massachusetts General Laws, Regulations established by the Truro Board of Health (Section X) a permit is hereby issued to:

Anthony Pasquale, mgr., d/b/a Terra Luna

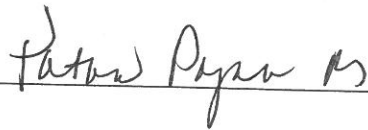
Whose place of business is: **Terra Luna Restaurant**

Type of business and any restrictions **Food Caterer**

To operate a food establishment in **Truro**

Permit Expires: **December 31, 2017**

Date Issued: **April 3, 2017**



Truro Board of Health Agent

ServSafe
National Restaurant Association

ServSafe® CERTIFICATION

ANTHONY PASQUALE

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

13629612

CERTIFICATE NUMBER

5159

EXAM FORM NUMBER

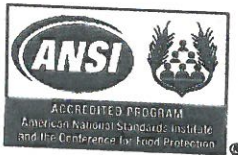
5/11/2016

DATE OF EXAMINATION

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

5/11/2021

DATE OF EXPIRATION



#0655

Sherman L Brown
Sherman Brown
SVP, National Restaurant Association Solutions

In accordance with Maritime Labour Convention 2006, Resolution ADM N 068-2013 (Regulation 3.2, Standard A3.2)
©2015 National Restaurant Association Educational Foundation (NRAEF). All rights reserved. ServSafe® and the ServSafe logo are trademarks of the NRAEF.
National Restaurant Association® and the arc design are trademarks of the National Restaurant Association.

This document cannot be reproduced or altered.

14102901

v.1401



Contact us with questions at 175 W Jackson Blvd. Ste 1500, Chicago, IL 60604 or ServSafe@restaurant.org.

CERTIFICATE OF ALLERGEN AWARENESS TRAINING

Name of Recipient: ANTHONY PASQUALE

Certificate Number: 2844918

Date of Completion: 4/2/2017

Date of Expiration: 4/2/2022



The above-named person is hereby issued this certificate for completing an allergen awareness training program recognized by the Massachusetts Department of Public Health in accordance with 105 CMR 590.009(G)(3)(a).

This certificate will be valid for five (5) years from date of completion.

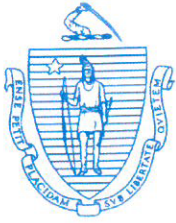
Issued By:



Massachusetts Restaurant Association
333 Turnpike Road, Suite 102
Southborough, MA 01772
508-303-9905
www.marestaurantassoc.org



800.765.2122
www.restaurant.org



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: STOSTEF, inc. dba TERRA LUNA
 Address: 104 Shore Rd
 City/State/Zip: N. TRURO MA 02652 Phone #: 508 4871019

Are you an employer? Check the appropriate box:

1. I am a employer with 10 employees (full and/or part-time).*
2. I am a sole proprietor or partnership and have no employees working for me in any capacity. [No workers' comp. insurance required]
3. 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]**
4. We are a non-profit organization, staffed by volunteers, with no employees. [No workers' comp. insurance req.]

Business Type (required):

5. Retail
6. Restaurant/Bar/Eating Establishment
7. Office and/or Sales (incl. real estate, auto, etc.)
8. Non-profit
9. Entertainment
10. Manufacturing
11. Health Care
12. Other _____

*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: 1/10/17
 Phone #: [Redacted]

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 #: _____

RALPH J. PERRY, INC.

96 Falmouth Rd. (Route 28) • Hyannis, MA 02601 • Phone: (508) 775-FIRE • Ma. Lic. #017 D.O.T. # A-850

SYSTEM INSPECTION REPORT

15306

Name TERRA LUNA

Date 4/20/16 Next Insp. Due 4/17

Address 104 SHORE RD

Model # 4 Mfg. RG

TRURO

of Tanks 1 Wet X Dry _____

Bill To _____

Annual X Semi _____ Recharge _____ New _____

Contact TONY Phone 737-2262

Fusible Links: 360 4 450 _____ Other _____ Seals 12

Hood needs to be cleaned YES Refuses Inspection _____

Fuel Shut Off: _____ Gas _____ Electric _____ Caps _____

Grease accumulation: Excessive _____ Heavy X Moderate _____

Ansul Cart: Single _____ Double _____ N2 _____ CO2 _____

Filters need to be cleaned: YES Type BAFFLE

RG/PC Cart: 16gm CO2 _____ 12gm CO2 _____

Cooking appliance location: Left to right: 10 BURN / 4 BURN / CHAR

Ralph J. Perry, Inc. must be notified if there is any change/movement in cooking equipment.

- | | | | |
|--|-------------|--|-------|
| 1. Are all appliances covered by nozzles | _____ | 17. Clean nozzles no. of <u>4</u> duct <u>2</u> plenum <u>10</u> appliance | _____ |
| 2. Are hood and duct covered by nozzles | _____ | 18. Replace fusible links / Mfg. date <u>2016</u> | _____ |
| 3. Check positioning of nozzles | _____ | 19. Check cable, nut, and S-hook movement | _____ |
| 4. Hood and duct penetration sealed | _____ | 20. All piping secured | _____ |
| 5. Is system U.L. 300 | _____ | 21. All filters in place | _____ |
| 6. Proper clearance flame to filters | _____ | 22. Cartridge/N2 reinstalled/Safety pin removed | _____ |
| 7. Nozzle seals in place | _____ | 23. System reset and operational | _____ |
| 8. Are there seal tites in place | _____ | 24. All yellow seals in place | _____ |
| 9. Pressure gauges in proper range | _____ | 25. Service and certification tag on system | _____ |
| 10. Check cartridge weight | _____ | 26. Portable extinguishers up to code | _____ |
| 11. Hydrotest due | <u>2025</u> | 27. Class K extinguisher and placard installed | _____ |
| 12. Inspect cylinder liquid and mount | _____ | 28. Reviewed automatic & manual operation of system w/customer | _____ |
| 13. Test for proper operation from terminal link | _____ | 29. Exhaust fan working | _____ |
| 14. Test remote manual operation | _____ | 30. Customer instructed on required monthly inspection of system | _____ |
| 15. Micro switch in place | _____ | 31. Customer performing monthly inspection of system | _____ |
| 16. Gas valve in place and working | _____ | | _____ |

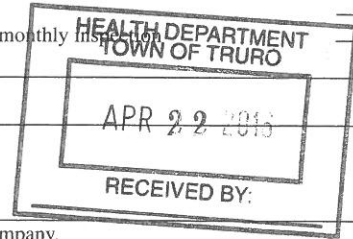
Recommendation: _____

Non-compliance issued: Yes / No Reason _____

*Non-Compliance systems/or systems with discrepancies may fail to extinguish/suppress a fire.

Discrepancies or deficiencies _____

Ralph J. Perry, Inc. is not a hood/duct service company. Any discrepancies should be addressed by a qualified hood/duct company.



Extinguisher Inspections: 3 Light Inspections: _____ Total # of Ext: 3 Ext. due service: _____ Service Chg: _____ Cond. Test: _____

RECHARGES / SERVICE **NEW EXTINGUISHERS**

Drychem 2.5lb _____ 5lb. _____ 10lb. _____ 20lb. _____ 6 year _____ Hydro _____
 PW _____ K Class _____ 6L _____ 2.5G _____ Hydro _____
 Halotron 2.5lb. _____ 5lb. _____ 11lb. _____ 15.5lb _____ 6 year _____ Hydro _____
 CO2 5lb. _____ 10lb. _____ 15lb. _____ 20lb. _____ Hydro _____
 Parts: Service Collar _____ Oring _____ Pull Pin _____

Drychem 2.5lb _____ 5lb. _____ 10lb. _____ 20lb. _____
 PW _____ K Class _____ 6L _____ 2.5G _____
 Halotron 2.5lb. _____ 5lb. _____ 11lb. _____ 15.5lb _____
 CO2 5lb. _____ 10lb. _____ 15lb. _____ 20lb. _____
 Batteries: _____ Bulbs _____ Misc. _____

FIRE EXTINGUISHERS ARE IN COMPLIANCE WITH NFPA 10 CODE YES X NO _____

Comments: TOTAL \$273.55 CK# 2085

Service Technician [Signature] Lic. # 5342 Customer's Authorized Representative [Signature] Email _____

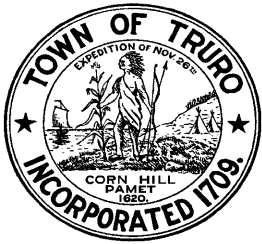
Please read the Customer Acknowledgment on reverse side before signing.

On this date, the above system was tested and inspected in accordance with procedures of the current NFPA 17A AND 96 edition and the manufacturers manual at time of installation and was operating according to these procedures with the results indicated above.

On this date, the above fire extinguishers and fire equipment were inspected or serviced in accordance with procedures of the NFPA 10 and the manufacturers manual, with the results indicated above.

The above service technician certifies that the system/extinguishers were personally inspected and found conditions to be as indicated above.

A copy of this report will be forwarded to the local fire department.



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Licensing Department

REQUESTOR: Nicole Tudor, Executive Assistant on behalf of Truro Vineyards of Cape Cod

REQUESTED MEETING DATE: April 18, 2017

ITEM: Approval of the One Day Entertainment Licenses for Kick-Off party and WAAM (Wednesday Night Wine Series) at Truro Vineyards of Cape Cod, 11 Shore Road.

EXPLANATION: MGL Chapter 140 § 181 provides local authority to license performance events. The One Day Entertainment Applications for review and approval are for a Wednesday Evening Wine Series starting June 28-August 30, 2017 from 6:00-9:00pm with live music, not amplified and the Kick-Off party Saturday June 24, 2017 from 2:00pm-6:00pm with live amplified music. The Entertainment applications have been reviewed by the Chief of Police.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Truro Vineyards will not be able to hold their Kick-off party and their Wednesday Wine Series.

SUGGESTED ACTION: *MOTION TO approve One Day Entertainment Licenses for Truro Vineyards for Saturday June 24, 2017 from 2:00pm-6:00pm and June 28-August 30, 2017 from 6:00-9:00pm at 11 Shore Road in Truro and to authorize the Chair to sign the applications.*

ATTACHMENTS:

1. One Day Entertainment Application approved by Chief of Police (June 24)
2. One Day Entertainment Application approved by Chief of Police (Wednesdays June 28-August 30)



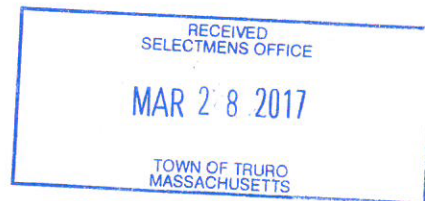
TOWN OF TRURO

Licensing Department

PO Box 2030, Truro, MA 02666

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

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



Application for an Entertainment License

Weekday Saturday Sunday *Please complete the Commonwealth's Public Entertainment on Sunday Application

The undersigned hereby applies for a license in accordance with the provisions of Mass. General Laws, c.140 §183A amended, Ch. 140§181 & Ch.136§4

BUSINESS/ORGANIZATION INFORMATION

Kristen Roberts Name of Applicant Truro vineyards of cape cod Business/Organization Name

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

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

Kristen Roberts Contact Person 508-487-6200 Phone Number [REDACTED] Email gmail.com

INDIVIDUAL APPLICANT INFORMATION

Individual's Name _____ Mailing Address _____

Phone Number _____ Email Address _____

EVENT INFORMATION

Sat. June 24 Day (s)/Date (s) of Event for License to be issued Kick-off party Purpose of Event (example: fundraiser)

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

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

Kristen Roberts Property Owner Name and Address 508-487-6200 Phone number

Seating Capacity: _____ Occupancy Number: _____

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

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

Will an admission fee be collected? Yes No

Will there be a One Day Alcohol License Yes No

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

Will there be Police Traffic Control? Yes No

ENTERTAINMENT INFORMATION

Type of Entertainment: Please check the appropriate boxes.

Dancing: By Patron By Entertainers No Dancing

Music: Recorded Juke Box Live No Music

Number of Musicians & Instruments (Type) _____

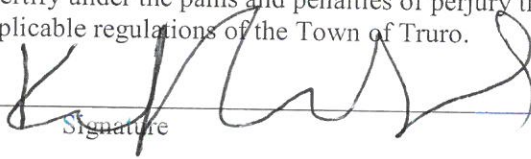
Amplified System: Yes No

Shows: Theater Movies Floor Show Light Show
 No Show

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

Applicant's Signature

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


Signature

3/27/2017
Date

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

Office Use Only

APPROVAL

License No _____

Board of Selectmen _____ Meeting Date _____

Police Department Kyle Takahjian Date 3/31/17

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



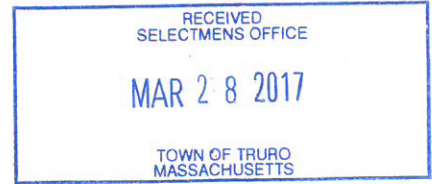
TOWN OF TRURO

Licensing Department

PO Box 2030, Truro, MA 02666

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

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



Application for an Entertainment License

Weekday Saturday Sunday *Please complete the Commonwealth's Public Entertainment on Sunday Application

The undersigned hereby applies for a license in accordance with the provisions of Mass. General Laws, c.140 §183A amended, Ch. 140§181 & Ch.136§4

BUSINESS/ORGANIZATION INFORMATION

Name of Applicant: Kristen Roberts Business/Organization Name: Truro Vineyards of Cape Cod - (WAAM)

Mailing Address of Business/Organization: PO Box 834 N. Truro, MA 02652

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

Contact Person: Kristen Roberts Phone Number: 508-487-6200 Email: [REDACTED]

INDIVIDUAL APPLICANT INFORMATION

Individual's Name: _____ Mailing Address: _____

Phone Number: _____ Email Address: _____

EVENT INFORMATION

Day (s)/Date (s) of Event for License to be issued: 6/28/17, 7/5/17, 7/12/17, 7/19/17, 7/26/17, 8/2/17, 8/9/17, 8/16/17, 8/23/17, 8/30/17 Purpose of Event (example: fundraiser): _____

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

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

Property Owner Name and Address: Kristen Roberts Phone number: 508 487 6200

Seating Capacity: 65 Occupancy Number: _____

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

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

Will an admission fee be collected? Yes No

Will there be a One Day Alcohol License Yes No

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

Will there be Police Traffic Control? Yes No

ENTERTAINMENT INFORMATION

Type of Entertainment: Please check the appropriate boxes.

Dancing: By Patron By Entertainers No Dancing

Music: Recorded Juke Box Live No Music

Number of Musicians & Instruments (Type) _____

Amplified System: Yes No

Shows: Theater Movies Floor Show Light Show
 No Show

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

Applicant's Signature

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

[Handwritten Signature]

Signature

3/27/17
Date

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

Office Use Only

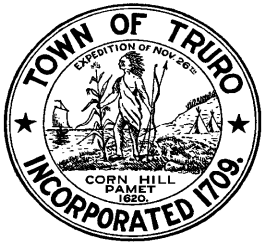
APPROVAL

License No _____

Board of Selectmen _____ Meeting Date _____

Police Department [Handwritten Signature] Date 3/31/17

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



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Shellfish Department

REQUESTOR: Tony Jackett, Harbormaster/ Shellfish Constable

REQUESTED MEETING DATE: April 18, 2017

ITEM: Aquaculture Shellfish License Renewals for William and Cheryl Souza, and Dana Pazolt

EXPLANATION: William and Cheryl Souza (Grants #9 & #10) need the BOS approval to continue to work on their shellfish grant which now qualifies for a five (5) year lease. The Souza's are current with permits and fees, and are in compliance with all rules and regulations.

Dana Pazolt (Grants # 1-5) also needs the BOS approval to continue to work his shellfish grant which now qualifies for a five (5) year lease. Mr. Pazolt is current with permits and fees, and is in compliance with all rules and regulations. Dana would like to add his young assistant, John Burns, to the License. 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.

FINANCIAL SOURCE (IF APPLICABLE): N/A

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

SUGGESTED ACTION: *Motion to issue an Aquaculture Development Area license to William and Cheryl Souza and Dana Pazolt for a term of five (5) years beginning April 18, 2017 and ending April 18, 2022.*

ATTACHMENTS:

1. Souza Shellfish License Renewal Application , Propagation permit , Current Aquaculture License and 2016 report.
2. Pazolt Shellfish License Renewal Application , Propagation permit , Current Aquaculture License and 2016 report.
3. Aquaculture Regulations



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666
Tel: 508-349-7004, Extension: 110 or 124 Fax: 508-349-5505

AQUACULTURE LICENSE RENEWAL APPLICATION

NAME OF APPLICANT: William H Souza JR.
CHERYL A. SOUZA

MAILING ADDRESS: P.O. Box 363 No. TRURO, MA. 02652-0363

TELEPHONE: [REDACTED]

EMAIL: [REDACTED]

GRANT NUMBER/ SITE LOCATION: 9110 / TRURO ADA 9,10

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.

William H. Souza
SIGNATURE OF APPLICANT
Cheryl A. Souza

April 3, 2017
DATE



ADA 9 and 10

Site Development plan for ADA 9, 10

Next year: I plan on planting another 50,000 oyster seed. 50,000 ½ inch seed I will have about 10 floating oyster grow cages and about 7 triple stack sinking cages. I estimate I will be using a bout 35,000 sq. feet including anchoring system, line, cages and buoys.

2nd year: If all goes well I hope to plant 50,000 ½ seed. I estimate about 20 oyster grow cages, 25 triple stack bottom cages, and 5 double stack bottom cages. I estimate this will cover roughly 45,000 sq feet.

3 rd year: If all goes well I hope to plant 50,000 ½ seed and use about the same number of cages as the year before.

William H. Souza Jr.

William H. Souza Jr.

04/03/2017

Date

Cheryl A. Souza

Cheryl A. Souza

04/03/2017

Date



**Commonwealth of Massachusetts
Division of Marine Fisheries
251 Causeway Street, Suite 400
Boston, MA 02114
617-626-1520**

169493

WILLIAM H. SOUZA
SOUZA FISHING CORP.
P.O. BOX 363
NORTH TRURO, MA. 02652

**SHELLFISH AQUACULTURE PERMIT CONDITIONS
Effective January 1, 2017 - December 31, 2017**

General Conditions

1. All activities conducted under authority of this permit shall be completed in accordance with the provisions of **322 CMR: 3.03: Transplanting Seed and Adult Oysters; 6.20: Minimum Sizes; 15.00: Management of Marine Aquaculture; 16.00: Shellfish Harvest and Handling** and all other *Marine Fisheries* regulations and statutes pertaining to shellfish and shellfisheries, unless exempted by this permit. **No seed or adult shellfish may be introduced or planted into coastal waters without specific permission.**
2. Any violations of the conditions of this permit may result in fines, suspensions, revocation or prosecution under pertinent sections of Chapter 130, MGL and 322 CMR (Code of Massachusetts Regulations).
3. All activities conducted under authority of this permit are subject to inspection at any reasonable time by *Marine Fisheries* employees, *Office of Law Enforcement* environmental police officers and local shellfish constables (Chapter 130, section 98, MGL).
4. An annual report must be filed with *Marine Fisheries* indicating the amount and source of shellfish obtained, grown and the amount of seed sold not later than February 28, 2017 (Chapter 130, section 65, MGL).
5. All shellfish obtained for transport and propagation must be of a species and from a source approved by *Marine Fisheries*.
6. The sale of shellfish for consumption must comply with the provisions of Chapter 130, sections 2, 80, 81, 82, and 83; 322 CMR, 7.00 and 16.00, and 105 CMR 533.000 (*Department of Public Health*) and provisions of this aquaculture permit.
7. This permit is valid until midnight December 31, 2016 for the possession of seed shellfish on the aquaculture site and for culling, if endorsed, unless sooner revoked for cause.
8. In the event of shellfish closures to protect public health under authority of Chapter 130, section 74A, MGL such as those resulting from unusual rainfall, red tide or oil spills, no activity other than emergency maintenance of gear and shellfish shall be conducted unless prior permission is obtained from the **Division of Marine Fisheries** or the local shellfish constable who must notify *Marine Fisheries*.
9. All permit holders are required to maintain a list of individuals authorized to work on the permit holder's licensed aquaculture site. Permit holders are required to update the list regularly and to provide a copy of the most recent list of authorized individuals to their local Shellfish Constable. Non-permitted individuals who are authorized to work on an aquaculture site are allowed to transport seed or market size shellfish for culling and/or over wintering if they are named on the list. ***Non-permitted employees may sell shellfish to a wholesale dealer on behalf of their employer if they possess an Employee Transaction Card issued by Marine Fisheries.***

10. Bulk Tagging for Culling and Over Wintering

If a permit is endorsed for **off-site culling** or **off-site over wintering**, the permit holder may bulk tag individual lots of shellfish during transport to and from the aquaculture license site and the off-site location.

A single green water proof tag may be used indicating the permit holders name, Shellfish Aquaculture Permit number, date of removal, and location of the licensed site (town and water body), number of containers in the lot with the following statement: *All shellfish containers in this lot have the same removal date and are from the same licensed site.*

Additionally, one of the following statements must be on the tag:

1. *Aquaculturally Reared* :To be culled or overwintered.
2. *Aquaculturally Reared* : Culled or over wintered, for return License Site.

The permit holder shall have a **bound log book** with the same information on the green tag recorded in ink and the book shall be kept with the shellfish in the cargo area and not in the driving compartment of the motor vehicle.

BULK TAGGING OF SHELLFISH IN TRANSPORT FOR COMMERCIAL PURPOSES IS PROHIBITED.

It is unlawful for any person to possess or transport shellfish (shellstock) for commercial purposes that is not tagged, as required in 322 CMR 16.03.

Endorsement Conditions

A. Grow-out

The permit holder is authorized to grow the shellfish as endorsed at **A**. from sources approved by *Marine Fisheries*.

B. Intermediate Grow-out

This permit authorizes the intermediate grow out of seed in an upweller, downweller, flupsy or other device as endorsed in **B**. *If these devices are in coastal waters they must be located on the permit holder's privately licensed aquaculture site.* Upwellers and downwellers may also be land based or located on a dock if authorized by this permit at **B**.

1. Prior to transport and transplant of any seed from an intermediate grow out site to a licensed aquaculture site, or other location, permission must be obtained from *Marine Fisheries* through an amendment to this permit. *Marine Fisheries may also require shellfish disease testing before such permission is granted.*

C. Off -Site Culling

Permitted shellfish seed *and/or market sized shellfish* may be transported to an off-site location **away** from the permit holder's private shellfish aquaculture site as endorsed at **C**. for the purpose of culling subject to the following conditions **except for market sized oysters during the *Vibrio parahaemolyticus* (Vp) control period (May 21- October 18) which must adhere to Vibrio Management regulations in 322 CMR 16.05: (4).**

1. The permit holder informs the local shellfish constable that their permit is endorsed for off-site culling.
2. All shellfish in transport to and from the off-site culling location shall adhere to the **Bulk Tagging** provisions at **General Conditions, no.10** of this permit or each container may be individually tagged using the same record keeping requirements at the permit holder's discretion.
3. This permit endorsement does not authorize the possession or transport of seed shellfish of any kind other than provided for in this permit.

D. Seed Sales

This permit authorizes the sale of seed shellfish as endorsed at **B**. subject to the following conditions:

1. Sale of seed shellfish shall be made only to persons holding a valid aquaculture or propagation permit from *Marine Fisheries* or to persons holding a similar permit from other states or provinces.
2. Prior to the sale or transplant of any species of seed or adult shellfish from a licensed aquaculture site, upweller or other location permission must be obtained from *Marine Fisheries* through an amendment to this permit. *Marine Fisheries may also require shellfish disease testing before such permission is granted.*

E. Over Wintering

This permit authorizes the over wintering of seed and/or market sized oysters at other than the aquaculture site as endorsed at ***E***, subject to the following conditions:

1. Over wintering of seed or market size oysters off the licensed culture site is only authorized for the purpose of re-planting on the permit holder's aquaculture site from which the shellfish originated.
2. Oysters, both seed and market size may be stored or overwintered out of water in pits, or cold storage units as endorsed at ***E***.
3. No direct marketing of shellfish is allowed from any type of land based over wintering operation. All market sized oysters over wintered out of water must be re-submerged (**re-conditioned**) for a **minimum of 14 days** prior to harvest for human consumption.
4. In water, off-site over wintering of seed oysters shall only be conducted at another licensed site in the same growing area as authorized at ***E***.
5. This permit does not authorize the storage of petite (2.5 -3 inches) or adult (3 inch legal sized) shellfish for the purpose of marketing for human consumption at other than the permit holders aquaculture site.
6. All shellfish in transport to and from the over wintering location shall adhere to the **Bulk Tagging** provisions at **General Conditions, no. 10** of this permit or each container may be individually tagged using the same record keeping requirements, at the permit holder's discretion.

F. Spat Collection

The permit holder is authorized to conduct shellfish spat collection as endorsed at ***F***, subject to the following conditions:

1. Off site spat collection if endorsed shall commence on June, 15 or later and cease on or before September, 15. No gear shall be placed in the water, prior to or remain in the water after the inclusive dates. This does not release the permit holder from obtaining local permission.
2. Off-site spat collection may only be conducted in the same body of water where the permit holder's license site is located as determined by ***Marine Fisheries*** and endorsed at ***F***.
3. On site spat collection shall be in accordance with the provisions of the ***Aquaculture Guidelines of the Department of the Army, General Permit for the Commonwealth of Massachusetts.***

G. Sale of Undersized (Seed) Shellfish for Market Consumption

Marine Fisheries allows the sale of undersized "aquaculture reared" or "farm raised" quahogs, oysters and surf clams otherwise known as "seed" for market consumption subject to ***Marine Fisheries*** regulations at 322 CMR: 6.08, 6.20 and 14.03, and the conditions of this permit:

1. Only **aquaculturally reared** oysters, quahogs and surf clams grown on and harvested from the permit holders licensed private aquaculture site may be sold under this authorization. **No naturally occurring shellfish from public beds below the wild minimum size defined at 322 CMR 6.08 and 6.20 may be harvested and sold as aquaculture reared.**
2. All containers that hold aquaculture raised oysters, quahogs and surf clams that are smaller than the wild minimum size must have the words "AQUACULTURE REARED" or "FARM RAISED" on the shellfish tag.
3. Aquaculture reared quahogs shall only be sold outside of the Commonwealth. Propagation permit holders shall only sell undersized quahogs to authorized wholesale dealers who are approved primary buyers by the Director pursuant to **322 CMR: 7.07: Dealers Acting as Primary Buyers**, and **14.03: Regulation of Aquaculture Products** and certified by the Department of Public Health for transport and sale of shellfish outside the Commonwealth.
4. All records concerning this activity shall be open to inspection by ***Marine Fisheries*** at any time, and areas utilized for storage and packing of same shall be open to inspection by any officer authorized to enforce the shellfish rules and regulations of the Commonwealth.



David E. Pierce
Director

Commonwealth of Massachusetts

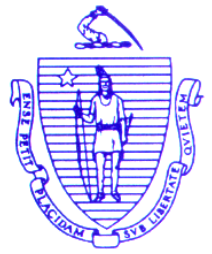
Division of Marine Fisheries

251 Causeway Street, Suite 400

Boston, Massachusetts 02114

(617)626-1520

fax (617)626-1509



Charles D. Baker
Governor

Karyn E. Polito
Lieutenant Governor

Matthew A. Beaton
Secretary

George N. Peterson, Jr.
Commissioner

Mary-Lee King
Deputy Commissioner

Shellfish Propagation/Private Aquaculture Permit No. 169493

Class 3 Type 1

FEE: \$10.00 ISSUED: 1/18/2017 EXPIRES: 12/31/2017

TO WHOM IT MAY CONCERN:

Pursuant to Paragraphs 2 and 3, Section 17; Sections 69, 75, 80 and 83 of Chapter 130 of the Massachusetts General Laws and 322 CMR 3.03; 6.05; 6.08; 6.10; 6.20; 7.01(4)(d) and 15:00, permission is hereby given, subject to the attached Shellfish Aquaculture Permit Conditions to:

**WILLIAM H. SOUZA
SOUZA FISHING CORP.
P.O. BOX 363
NORTH TRURO, MA. 02652**

To possess naturally occurring seed shellfish, seed shellfish transplanted under previously issued permits and to transplant seed and/or adult shellfish from Division of Marine Fisheries approved sources at and to the permit holders private shellfish aquaculture site, licensed under authority of Chapter 130, Section 57 of the Massachusetts General Laws; or at other locations authorized by endorsements made part of this permit; or to municipal propagation sites maintained under authority of Chapter 130, section 52 and 54 for cultivation of shellfish by coastal municipalities.

**LOCATION OF AQUACULTURE SITE(S): TOWN: TRURO DSGA: CCB4
SITE NUMBER: 9-10 WATERBODY: PROVINCETOWN HARBOR LOCATION: TRURO ADA**

A. GROW OUT AND SEED PURCHASES

SOURCE	SPECIES
FISHER'S ISLAND	OYSTER

SEE SPECIAL CONDITIONS

B. INTERMEDIATE GROWOUT

ON-SITE: N
OFF-SITE: N

TYPE:

LOCATION:

C. OFF-SITE CULLING

OFF-SITE CULLING ALLOWED: N

LOCATION:

D. SEED SALES

SEED SALES ALLOWED: N

E. OFF-SITE OVERWINTERING

OVERWINTERING ALLOWED: y

METHOD: COOLER

LOCATION: 4 PROFESSIONAL HEIGHTS, North Truro

F. SPAT COLLECTION

SPAT COLLECTION ALLOWED: N

OFF-SITE: N

LOCATION:

METHOD:

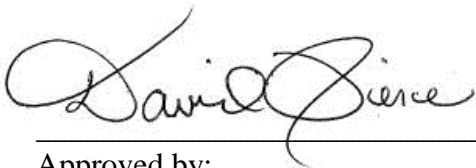
G. SALE OF UNDERSIZE SHELLFISH FOR CONSUMPTION:

PETITE SALES: Y

SPECIES: OYSTERS

H. SPECIAL CONDITIONS:

ALL SEED SOURCES LISTED ON THIS PERMIT MUST BE ADDED TO THE 2017 DIVISION OF MARINE FISHERIES APPROVED SOURCE LIST PRIOR TO PLANTING. IF YOU WISH TO PURCHASE SEED FROM SOURCES NOT LISTED ON THIS PERMIT YOU MUST FIRST OBTAIN AUTHORIZATION FROM MARINE FISHERIES.



Approved by:
David E. Pierce
Director

CC TO:
SHELLFISH CONSTABLE(S): TRURO
DMF: J.M. HICKEY, T. SHIELDS, C. SCHILLACI, D. MCKIERNAN



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

AQUACULTURE LICENSE

ADA Grant Number 2015 9 & 10

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 William & Cheryl Souza of Truro, Massachusetts, for the term of 2 years, beginning May 1, 2015 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

Grant #9 & #10 (2 Acres) Coordinates:

NW 42° 2' 53.484" N / 70° 8' 39.024" W;
NE 42° 2' 53.132 "N/ 70 °8' 37.452 " W;
NW 42° 2' 53.132" N/ 70° 8' 37.452 " W;
NE 42° 2' 52.78" N/ 70° 8' 35.88 " W

The above described parcel contains an area of 2 acres, more or less, and is shown on a plan dated March 1, 2013.

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 in part hereof by reference and will be in compliance with any gear requirements that are promulgated by the Division of Marine Fisheries.

Board of Selectmen
Town of Truro

April 22, 2015
Date



TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

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

ANNUAL AQUACULTURE LICENSE REPORT

GRANT HOLDER NAME: WILLIAM + CHERYL SOUZA JR

ADA GRANT LOCATION: 9 + 10

Amount and kind planted: 1/2" oyster Seed 50,000

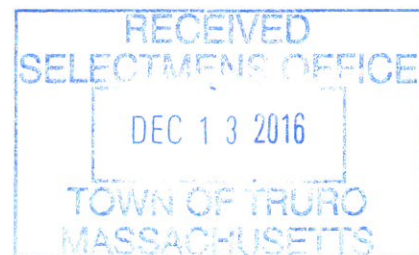
Amount and kind harvested: None

Amount and kind currently on site: 60,000 OYSTERS

Signature of Grant Holder William Souza Jr
Cheryl A Souza

Date: Dec. 13, 2016

\$ PAID
\$50.00 #5717





TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666
Tel: 508-349-7004, Extension: 110 or 124 Fax: 508-349-5505

AQUACULTURE LICENSE RENEWAL APPLICATION

NAME OF APPLICANT: DANA PAZO LT / John Barrows

MAILING ADDRESS: Box 126 No. Truro, MA 02652

TELEPHONE: [REDACTED]

EMAIL: [REDACTED]

GRANT NUMBER/ SITE LOCATION: 1-5

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 Pazo
SIGNATURE OF APPLICANT

3/24/2017
DATE



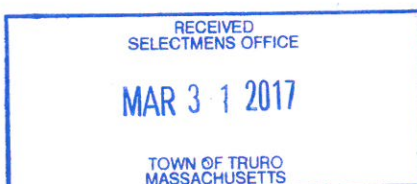
March 27,2017

To: Truro Selectmen

I am renewing my applications for ADA Grants 1-5 for a period of five years. My plan is to continue to use the ADA as a nursery area because of the usage dates enforced by the DMF. Last season we planted 500k triploid oysters in the ADA with an over winter survival of over 470k. I am very pleased with these results. I am using specially designed 3x3 bay oystergros on floating mainlines. Each line holds 15 cages, 30 at present, however ,that number will double in 2017. The plan for 2018 is to plant 700k of triploids and then 300k of diploids from Fishers Island . Hopefully ,things go as planned. Thank you for your past ,present,and future support.

Sincerely,

Dana Pazolt





**Commonwealth of Massachusetts
Division of Marine Fisheries
251 Causeway Street, Suite 400
Boston, MA 02114
617-626-1520**

165432

DANA PAZOLT
P.O. BOX 126
NORTH TRURO, MA. 02652

**SHELLFISH AQUACULTURE PERMIT CONDITIONS
Effective January 1, 2017 - December 31, 2017**

General Conditions

1. All activities conducted under authority of this permit shall be completed in accordance with the provisions of **322 CMR: 3.03: Transplanting Seed and Adult Oysters; 6.20: Minimum Sizes; 15.00: Management of Marine Aquaculture; 16.00: Shellfish Harvest and Handling** and all other *Marine Fisheries* regulations and statutes pertaining to shellfish and shellfisheries, unless exempted by this permit. **No seed or adult shellfish may be introduced or planted into coastal waters without specific permission.**
2. Any violations of the conditions of this permit may result in fines, suspensions, revocation or prosecution under pertinent sections of Chapter 130, MGL and 322 CMR (Code of Massachusetts Regulations).
3. All activities conducted under authority of this permit are subject to inspection at any reasonable time by *Marine Fisheries* employees, *Office of Law Enforcement* environmental police officers and local shellfish constables (Chapter 130, section 98, MGL).
4. An annual report must be filed with *Marine Fisheries* indicating the amount and source of shellfish obtained, grown and the amount of seed sold not later than February 28, 2017 (Chapter 130, section 65, MGL).
5. All shellfish obtained for transport and propagation must be of a species and from a source approved by *Marine Fisheries*.
6. The sale of shellfish for consumption must comply with the provisions of Chapter 130, sections 2, 80, 81, 82, and 83; 322 CMR, 7.00 and 16.00, and 105 CMR 533.000 (*Department of Public Health*) and provisions of this aquaculture permit.
7. This permit is valid until midnight December 31, 2016 for the possession of seed shellfish on the aquaculture site and for culling, if endorsed, unless sooner revoked for cause.
8. In the event of shellfish closures to protect public health under authority of Chapter 130, section 74A, MGL such as those resulting from unusual rainfall, red tide or oil spills, no activity other than emergency maintenance of gear and shellfish shall be conducted unless prior permission is obtained from the **Division of Marine Fisheries** or the local shellfish constable who must notify *Marine Fisheries*.
9. All permit holders are required to maintain a list of individuals authorized to work on the permit holder's licensed aquaculture site. Permit holders are required to update the list regularly and to provide a copy of the most recent list of authorized individuals to their local Shellfish Constable. Non-permitted individuals who are authorized to work on an aquaculture site are allowed to transport seed or market size shellfish for culling and/or over wintering if they are named on the list. ***Non-permitted employees may sell shellfish to a wholesale dealer on behalf of their employer if they possess an Employee Transaction Card issued by Marine Fisheries.***

10. Bulk Tagging for Culling and Over Wintering

If a permit is endorsed for **off-site culling** or **off-site over wintering**, the permit holder may bulk tag individual lots of shellfish during transport to and from the aquaculture license site and the off-site location.

A single green water proof tag may be used indicating the permit holders name, Shellfish Aquaculture Permit number, date of removal, and location of the licensed site (town and water body), number of containers in the lot with the following statement: *All shellfish containers in this lot have the same removal date and are from the same licensed site.*

Additionally, one of the following statements must be on the tag:

1. *Aquaculturally Reared* :To be culled or overwintered.
2. *Aquaculturally Reared* : Culled or over wintered, for return License Site.

The permit holder shall have a **bound log book** with the same information on the green tag recorded in ink and the book shall be kept with the shellfish in the cargo area and not in the driving compartment of the motor vehicle.

BULK TAGGING OF SHELLFISH IN TRANSPORT FOR COMMERCIAL PURPOSES IS PROHIBITED.

It is unlawful for any person to possess or transport shellfish (shellstock) for commercial purposes that is not tagged, as required in 322 CMR 16.03.

Endorsement Conditions

A. Grow-out

The permit holder is authorized to grow the shellfish as endorsed at **A**. from sources approved by *Marine Fisheries*.

B. Intermediate Grow-out

This permit authorizes the intermediate grow out of seed in an upweller, downweller, flupsy or other device as endorsed in **B**. *If these devices are in coastal waters they must be located on the permit holder's privately licensed aquaculture site.* Upwellers and downwellers may also be land based or located on a dock if authorized by this permit at **B**.

1. Prior to transport and transplant of any seed from an intermediate grow out site to a licensed aquaculture site, or other location, permission must be obtained from *Marine Fisheries* through an amendment to this permit. *Marine Fisheries may also require shellfish disease testing before such permission is granted.*

C. Off-Site Culling

Permitted shellfish seed *and/or market sized shellfish* may be transported to an off-site location **away** from the permit holder's private shellfish aquaculture site as endorsed at **C**. for the purpose of culling subject to the following conditions **except for market sized oysters during the *Vibrio parahaemolyticus* (Vp) control period (May 21- October 18) which must adhere to Vibrio Management regulations in 322 CMR 16.05: (4).**

1. The permit holder informs the local shellfish constable that their permit is endorsed for off-site culling.
2. All shellfish in transport to and from the off-site culling location shall adhere to the **Bulk Tagging** provisions at **General Conditions, no.10** of this permit or each container may be individually tagged using the same record keeping requirements at the permit holder's discretion.
3. This permit endorsement does not authorize the possession or transport of seed shellfish of any kind other than provided for in this permit.

D. Seed Sales

This permit authorizes the sale of seed shellfish as endorsed at **B**. subject to the following conditions:

1. Sale of seed shellfish shall be made only to persons holding a valid aquaculture or propagation permit from *Marine Fisheries* or to persons holding a similar permit from other states or provinces.
2. Prior to the sale or transplant of any species of seed or adult shellfish from a licensed aquaculture site, upweller or other location permission must be obtained from *Marine Fisheries* through an amendment to this permit. *Marine Fisheries may also require shellfish disease testing before such permission is granted.*

E. Over Wintering

This permit authorizes the over wintering of seed and/or market sized oysters at other than the aquaculture site as endorsed at ***E.*** subject to the following conditions:

1. Over wintering of seed or market size oysters off the licensed culture site is only authorized for the purpose of re-planting on the permit holder's aquaculture site from which the shellfish originated.
2. Oysters, both seed and market size may be stored or overwintered out of water in pits, or cold storage units as endorsed at ***E.***
3. No direct marketing of shellfish is allowed from any type of land based over wintering operation. All market sized oysters over wintered out of water must be re-submerged (**re-conditioned**) for a **minimum of 14 days** prior to harvest for human consumption.
4. In water, off-site over wintering of seed oysters shall only be conducted at another licensed site in the same growing area as authorized at ***E.***
5. This permit does not authorize the storage of petite (2.5 -3 inches) or adult (3 inch legal sized) shellfish for the purpose of marketing for human consumption at other than the permit holders aquaculture site.
6. All shellfish in transport to and from the over wintering location shall adhere to the **Bulk Tagging** provisions at **General Conditions, no. 10** of this permit or each container may be individually tagged using the same record keeping requirements, at the permit holder's discretion.

F. Spat Collection

The permit holder is authorized to conduct shellfish spat collection as endorsed at ***F.*** subject to the following conditions:

1. Off site spat collection if endorsed shall commence on June, 15 or later and cease on or before September, 15. No gear shall be placed in the water, prior to or remain in the water after the inclusive dates. This does not release the permit holder from obtaining local permission.
2. Off-site spat collection may only be conducted in the same body of water where the permit holder's license site is located as determined by ***Marine Fisheries*** and endorsed at ***F.***
3. On site spat collection shall be in accordance with the provisions of the ***Aquaculture Guidelines of the Department of the Army, General Permit for the Commonwealth of Massachusetts.***

G. Sale of Undersized (Seed) Shellfish for Market Consumption

Marine Fisheries allows the sale of undersized "aquaculture reared" or "farm raised" quahogs, oysters and surf clams otherwise known as "seed" for market consumption subject to ***Marine Fisheries*** regulations at 322 CMR: 6.08, 6.20 and 14.03, and the conditions of this permit:

1. Only **aquaculturally reared** oysters, quahogs and surf clams grown on and harvested from the permit holders licensed private aquaculture site may be sold under this authorization. **No naturally occurring shellfish from public beds below the wild minimum size defined at 322 CMR 6.08 and 6.20 may be harvested and sold as aquaculture reared.**
2. All containers that hold aquaculture raised oysters, quahogs and surf clams that are smaller than the wild minimum size must have the words "AQUACULTURE REARED" or "FARM RAISED" on the shellfish tag.
3. Aquaculture reared quahogs shall only be sold outside of the Commonwealth. Propagation permit holders shall only sell undersized quahogs to authorized wholesale dealers who are approved primary buyers by the Director pursuant to **322 CMR: 7.07: Dealers Acting as Primary Buyers**, and **14.03: Regulation of Aquaculture Products** and certified by the Department of Public Health for transport and sale of shellfish outside the Commonwealth.
4. All records concerning this activity shall be open to inspection by ***Marine Fisheries*** at any time, and areas utilized for storage and packing of same shall be open to inspection by any officer authorized to enforce the shellfish rules and regulations of the Commonwealth.



David E. Pierce
Director

Commonwealth of Massachusetts

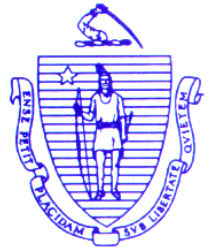
Division of Marine Fisheries

251 Causeway Street, Suite 400

Boston, Massachusetts 02114

(617)626-1520

fax (617)626-1509



Charles D. Baker
Governor

Karyn E. Polito
Lieutenant Governor

Matthew A. Beaton
Secretary

George N. Peterson, Jr.
Commissioner

Mary-Lee King
Deputy Commissioner

Shellfish Propagation/Private Aquaculture Permit No. 165432

Class 3 Type 1

FEE: \$10.00 ISSUED: 1/18/2017 EXPIRES: 12/31/2017

TO WHOM IT MAY CONCERN:

Pursuant to Paragraphs 2 and 3, Section 17; Sections 69, 75, 80 and 83 of Chapter 130 of the Massachusetts General Laws and 322 CMR 3.03; 6.05; 6.08; 6.10; 6.20; 7.01(4)(d) and 15:00, permission is hereby given, subject to the attached Shellfish Aquaculture Permit Conditions to:

**DANA PAZOLT
P.O. BOX 126
NORTH TRURO, MA. 02652**

To possess naturally occurring seed shellfish, seed shellfish transplanted under previously issued permits and to transplant seed and/or adult shellfish from Division of Marine Fisheries approved sources at and to the permit holders private shellfish aquaculture site, licensed under authority of Chapter 130, Section 57 of the Massachusetts General Laws; or at other locations authorized by endorsements made part of this permit; or to municipal propagation sites maintained under authority of Chapter 130, section 52 and 54 for cultivation of shellfish by coastal municipalities.

LOCATION OF AQUACULTURE SITE(S): TOWN: TRURO

SITE #: 1-5 DSGA: CCB4- PROVINCETOWN HARBOR

LOCATION: TRURO ADA

SITE #: 01 DSGA: CCB4- PROVINCETOWN HARBOR

LOCATION: 654 SHORE RD

A. GROW OUT AND SEED PURCHASES

SOURCE	SPECIES
FISHER'S ISLAND	OYSTER
MOOK	OYSTER

SEE SPECIAL CONDITIONS

B. INTERMEDIATE GROWOUT

ON-SITE: Y OFF-SITE: N

TYPE: FLOATING

LOCATION:

C. OFF-SITE CULLING

OFF-SITE CULLING ALLOWED: Y

LOCATION: 643 SHORE RD. TRURO,
MACMILLIAN PIER

D. SEED SALES

SEED SALES ALLOWED: N

E. OFF-SITE OVERWINTERING

OVERWINTERING ALLOWED: Y

METHOD: PIT/COOLER

LOCATION: 643 AND 654 SHORE RD.

F. OFF-SITE SPAT COLLECTION

SPAT COLLECTION ALLOWED: Y

OFF-SITE: N

OFF-SITE LOCATION:

METHOD: CHINESE HATS

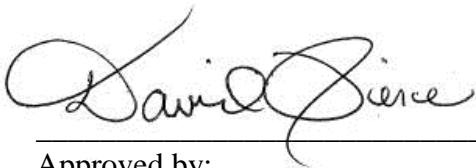
G. SALE OF UNDERSIZE SHELLFISH FOR CONSUMPTION:

PETITE SALES: Y

SPECIES: OYSTERS

H. SPECIAL CONDITIONS:

ALL SEED SOURCES LISTED ON THIS PERMIT MUST BE ADDED TO THE 2017 DIVISION OF MARINE FISHERIES APPROVED SOURCE LIST PRIOR TO YOU TAKING POSSESSION OF THE SEED. IF YOU WISH TO PURCHASE SEED FROM SOURCES NOT LISTED ON THIS PERMIT YOU MUST FIRST OBTAIN AUTHORIZATION FROM MARINE FISHERIES.



Approved by:

David E. Pierce

Director

CC TO:

SHELLFISH CONSTABLE(S): TRURO

DMF: J.M. HICKEY, T. SHIELDS, C. SCHILLACI, D. MCKIERNAN



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

AQUACULTURE LICENSE

ADA Grant Number 2015 1-5

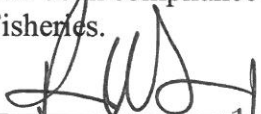
We, the Truro Board of Selectmen, in accordance with the provisions of Chapter 130 of the General Laws, and all other powers thereto enabling, do grant to Dana Pazolt of Truro, Massachusetts, for the term of 2 years, beginning May 1, 2015 a license to plant, grow, cultivate and harvest shellfish at all 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


Grant #1 - #5 (5 Acres) Coordinates:

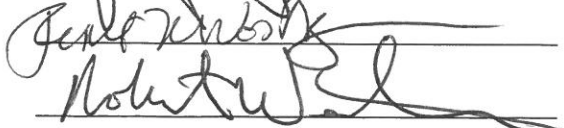
NW 42° 2' 56.3" N / 70° 8' 51.6" W;
SW 42° 2' 52.7" N / 70° 8' 51.6" W;
NE 42° 2' 54.54 "N/ 70 °8' 43.74 " W;
SE 42° 2' 51" N/ 70° 8' 44.08 " W

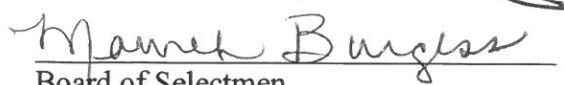
The above described parcel contains an area of 5 acres, more or less, and is shown on a plan entitled/dated October 15, 2012.

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 in part hereof by reference and will be in compliance with any gear requirements that are promulgated by the Division of Marine Fisheries.









Marnet Burgess
Board of Selectmen
Town of Truro

April 22, 2015
Date



TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

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

ANNUAL AQUACULTURE LICENSE REPORT

GRANT HOLDER NAME: DAWA PAZO H

ADA GRANT LOCATION: 1-5

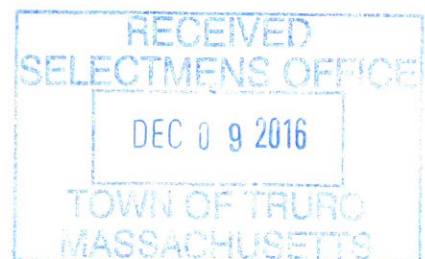
Amount and kind planted: 500 K

Amount and kind harvested: 0

Amount and kind currently on site: 500 K MOUNS &
INSHORE Grant #1 by Jan 15

Signature of Grant Holder Dane Pazo

Date: 12/8/2016



\$ PAID
\$125.00
#3909

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.

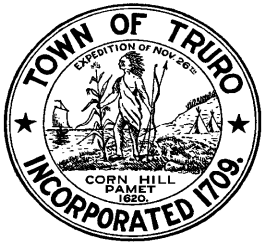
10. In the event that an applicant is approved for a license, the initial period will be for two (2) growing seasons and expire on the 31st of December following the second growing season. The license holder shall comply with all Federal, State and Town regulations while holding the license. The license 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.



TOWN OF TRURO

Board of Selectmen Agenda Item

BOARD/COMMITTEE/COMMISSION: Shellfish Advisory Committee

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: April 18, 2017

ITEM: Approval of Appointment of Gary Sharpless as Full Member and Dana Pazolt as Alternate to Shellfish Advisory Committee

EXPLANATION: Dana Pazolt submitted an Application to Serve on March 31 2017, for the Alternate vacancy on the Shellfish Advisory Committee. Gary Sharpless submitted an Application to Serve on April 10, 2017 for the full member vacancy on the Shellfish Advisory Committee. Scott Lindell, the Shellfish Advisory Committee Chair has endorsed the appointments.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The vacancy position on the Shellfish Advisory Committee will remain open.

SUGGESTED ACTION: MOTION TO *appoint Gary Sharpless to full membership on the Shellfish Advisory Committee for a term to expire June 30, 2020 and Dana Pazolt as Alternate for a one year term on the Shellfish Advisory Committee for a term to expire June 30, 2018.*

ATTACHMENTS:

1. Application to Serve - Dana Pazolt
2. Application to Serve - Gary Sharpless



TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

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

APPLICATION TO SERVE ON AN APPOINTED MULTI-MEMBER BODY

NAME: JANA PAZOLTI HOME TELEPHONE: _____

ADDRESS: Box 126 / 643 Shore Rd WORK PHONE: _____

MAILING ADDRESS: Box 126 No. Truro E-MAIL: _____

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

Shellfish Advisory Committee

SPECIAL QUALIFICATIONS OR INTEREST: 5 years of Agriculture Experience
39 years as a commercial Lobsterman

COMMENTS: I am not in any conflict of interest
as per opinion of Town Counsel the last time
I served in this position. His opinion is on
file

SIGNATURE: Dave Poy DATE: 3/30/2017

COMMENT/RECOMENDATION OF CHAIRPERSON OF MULTI-MEMBER BODY (OPTIONAL) _____
I recommend Mr. Pazoliti appointment to the SAc

SIGNATURE: S. Lindell DATE: 4/4/17

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

RECEIVED SELECTMENS OFFICE
MAR 31 2017
TOWN OF TRURO MASSACHUSETTS



TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

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

APPLICATION TO SERVE ON AN APPOINTED MULTI-MEMBER BODY

NAME: Gary Sharpless HOME TELEPHONE: [REDACTED]

ADDRESS: 2 Bayview Path, N Truro Cell WORK PHONE: [REDACTED]
ma. 02652

MAILING ADDRESS: 58 Commercial Wharf, Boston E-MAIL: [REDACTED]
ma. 02110

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

Shellfish Advisory Committee - Full Member

SPECIAL QUALIFICATIONS OR INTEREST: I am currently an alternate
on the Shellfish Advisory Committee and would like to
become a full member since my current status expires

6-30-17. I have also worked the last two years @ Pamit
Harbor with the Harbor Master on shellfish propagation and
COMMENTS: enforcement of shellfish rules and regs and now
am a Deputy Assistant Shellfish Warden. I am an avid
clammer and have attended most shellfish Advisory meetings
for the last two years. I am very committed in helping
both the recreational and commercial (AOA) grow in Truro.
I believe my status of a full member for the next 3-year will be an asset.

SIGNATURE: Gary Sharpless DATE: 4/10/17

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

I heartily recommend that Gary Sharpless be appointed
as a full member.

SIGNATURE: [Signature] DATE: 4/11/17

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



**Truro Board of Selectmen Meeting
Council on Aging – 7 Standish Way, Truro, MA
Tuesday, March 21, 2017**

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

Regrets: Jay Coburn

Present: Town Manager Rae Ann Palmer; Assistant Town Manager Kelly Clark; Town Moderator Monica Kraft; Finance Committee Vice-chair Richard Wood; DPW Director Jarrod Cabral

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

WARRANT REVIEW

Town Manager Rae Ann Palmer distributed the draft Annual Town Meeting Warrant, which the Selectmen will be voting on at their regular meeting on Monday, March 27, 2017. The Selectmen proofread items as they went. The Warrant included the Budget, the General Override, Transfers and the other Articles. There was discussion of presenting each item for the Override and how the vote and ballot question would be handled. Rae Ann Palmer said that Town Counsel will determine this. The DPW hours for the Transfer Station will be taken out of Override consideration.

CPA Secretary/Consultant Mary Rogers explained the Community Preservation Article 7, Sections 1-9. Rae Ann Palmer continued the review of the rest of the Articles, stopping to discuss Article 10 for the Culvert at East Harbor. Article 11 for non-union personnel increase has a table at the end of the Warrant. Assistant Town Manager Kelly Clark explained Article 12 on reclassifications for seasonal Beach/Recreation positions. Rae Ann Palmer examined Article 13 for the transfer of funds to the employee benefits account and Article 14 for the COA Revolving Fund. She stopped to explained the amendment to the Personnel Bylaw proposed for vacation time in Article 15. Article 16 makes provisions for a two-thirds vote at Town Meeting. Ms. Palmer reviewed Articles 17 and 18. Article 18 is for establishing interest in electronic voting at Town Meeting. Article 19 is a proposal for combining the Historical Commission and the Historical Review Board.

Kelly Clark explained that Article 20 was a housekeeping item. Article 21 adds a ticketing mechanism for parking violations. Article 22 is another housekeeping item, she said. Rae Ann Palmer reviewed Articles 23 through 28 for Charter Amendments. Article 34 concerned the Herring River Restoration Project.

Articles 29 through 33 were Zoning Bylaws proposals, but there had been a suggestion to move them to an earlier section in the Warrant. Town Moderator Monica Kraft said Zoning Bylaws always draw people to Town Meeting. She said moving them could have the negative effect of losing a quorum if people left after those votes. Selectmen continued to express interest in trying something new by reordering placement of the Zoning Bylaws towards the front of the Warrant. Richard Wood from the Finance Committee said people would come back for a second night for

the Zoning Bylaw Articles if necessary. The Town Moderator has the authority to reorder Articles at Town Meeting to keep a quorum or hold the voters' attention. Rae Ann Palmer said the order of the Articles would be voted at the Monday Selectmen's meeting. The Selectmen and Town Moderator continued to weigh the *pro*'s and *con*'s of moving the Zoning Bylaw Articles.

There were also suggestions for the order in which the Zoning Bylaw items should appear. Janet Worthington recommended placing the Article for the Seashore building size before the petitioned Article on house size for the whole town. Robert Weinstein suggested placing the Accessory Dwelling Unit Articles before the housing size Bylaws.

On Monday, the Selectmen will vote their recommendations and vote on ordering the Articles. Rae Ann Palmer will prepare the Override material the way it will be presented in the Warrant.

PARKING

DPW Director Jarrod Cabral reported on a possible parking area beside the Public Safety Facility. He reviewed the work that would be needed at the location: a MESA review, an engineering study, Site Plan Review, a possible curb cut, grading and construction. The second alternative is Lot 1 at the old burn dump on South Highland Rd. No MESA review would be required but it would need a Site Plan Review and a public hearing. The lot could accommodate 70 to 75 spots. Robert Weinstein said there was one other possible location for parking at South Hollow Rd. If the portion to the west of Rte. 6 were closed in the summer, that part of the road could be used for parking. The South Highland lot will be the first location to be developed with a private shuttle service offered to the beaches and other locations.

DPW FACILITY

Jarrold Cabral discussed options for relocating the DPW facility. The lot next to the Public Safety Facility, which was discussed for parking, was one possibility, but it has limited space. He said there was a potential land swap with the Seashore for an area near the Transfer Station. Rae Ann Palmer considered this location a good possibility. The Transfer Station location is outside the wellhead, requires no MESA review and is zoned for Municipal use. The DOT property on Rte. 6 is not available, nor is it a good option, she said. Relocating at least one of the DPW buildings was a condition when Town Hall was rehabilitated. The DPW facility will be an agenda item for a future meeting.

ADJOURNMENT

Maureen Burgess moved to adjourn. Janet Worthington seconded, and the motion carried 4 -0. The meeting was adjourned at 6:43 p.m.

Respectfully submitted,

Mary Rogers, Secretary

Paul Wisotzky, Chair

Maureen Burgess

Jay Coburn, Clerk

Janet Worthington, Vice-chair

Robert Weinstein

Public Records Material of 3/21/17

1. Draft Warrant for 2017 Annual Town Meeting
2. Lot maps for parking and DPW facility

**Truro Board of Selectmen Meeting
Public Safety Facility
Monday, March 27, 2017**

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

Present: Town Manager Rae Ann Palmer; Assistant Town Manager Kelly Clark

Chair Paul Wisotzky called the meeting to order at 5:01 p.m.

PUBLIC COMMENT

Planning Board member John Riemer had a procedural question about the time for the public to address Warrant Articles.

WARRANT RECOMMENDATIONS FOR 2017 ANNUAL TOWN MEETING

The Board determined that they would make all their recommendations before doing any reordering of the Articles for the final Warrant.

Article 1: Authorization to Hear Reports of Multi-Member Bodies

Article 2: Authorization to Set Salary of Board of Selectmen

Article 3: Authorization to Set Salary of Moderator

Jay Coburn moved to recommend , as printed in the Warrant, Article 1, 2 and 3. Robert Weinstein seconded, and the motion carried 5-0-0.

Article 4: Amendments to Fiscal Year 2017 Operating Budget

Jay Coburn moved to recommend, as printed in the Warrant, Article 4: Amendments to FY17 Operating Budget. Maureen Burgess seconded, and the motion carried 5-0-0.

Article 5: FY18 Omnibus Budget Appropriation

Robert Weinstein moved to recommend, as printed in the Warrant, Article 5: FY18 Omnibus Budget Appropriation. Maureen Burgess seconded, and the motion carried 5-0-0.

Article 6: General Override

Maureen Burgess moved to recommend, as printed in the Warrant, Article 6: General Override , as printed in the Warrant,. Jay Coburn seconded, and the motion carried 5-0-0.

Transfers

Article 7: Section 1 - Transfers to Reduce or Stabilize FY Tax Rate

Janet Worthington moved to recommend, as printed in the Warrant, Article 7: Section 1 - Transfers to Reduce or Stabilize FY Tax Rate. Robert Weinstein seconded, and the motion carried 5-0-0.

Article 7: Section 2 – To OPEB Trust Fund

Jay Coburn moved to recommend, as printed in the Warrant, Article 7: Section 2 – To OPEB Trust Fund. Robert Weinstein seconded, and the motion carried 5-0-0.

Article 7: Section 3 – To Affordable Housing Trust Fund

Robert Weinstein moved to recommend, as printed in the Warrant, Article 7: Section 3 – To Affordable Housing Trust Fund. Maureen Burgess seconded, and the motion carried 4-0-1.

Article 7: Section 4 – To Capital Expenditure Stabilization Fund

Maureen Burgess moved to recommend, as printed in the Warrant, Article 7: Section 4 – To Capital Expenditure Stabilization Fund. Janet Worthington seconded. The motion carried 5-0-0.

Article 8: Reappropriate East Harbor Pipe Repair Capital Exclusion Funds

Maureen Burgess moved to recommend, as printed in the Warrant, Article 10: Reappropriate East Harbor Pipe Repair Capital Exclusion Funds Janet Worthington seconded, and the motion carried 5-0-0.

Article 9: Authorization to Expend Funds in Anticipation of Reimbursement for State Highway Assistance Aid

Robert Weinstein moved to recommend, as printed in the Warrant, Article 9: Authorization to Expend Funds in Anticipation of Reimbursement for State Highway Assistance Aid. Maureen Burgess seconded, and the motion carried 5-0-0.

Article 10: Repair and Replace Failing Culvert from Cape Cod Bay to Route 6

Jay Coburn moved to recommend, as printed in the Warrant, Article 9: Repair and Replace Failing Culvert from Cape Cod Bay to Route 6. Maureen Burgess seconded, and the motion carried 5-0-0.

Article 11: Non-Union Personnel Classification & Compensation

Jay Coburn moved to recommend, as printed in the Warrant, Article 11: Non-Union Personnel Classification & Compensation. Maureen Burgess seconded, and the motion carried 5-0-0.

Article 12: Re-classification of Seasonal Beach/Recreation Positions

Robert Weinstein moved to recommend, as printed in the Warrant, Article 12: Re-classification of Seasonal Beach/Recreation Positions. Jay Coburn seconded, and the motion carried 5-0-0.

Article 13: Transfer of Funds from Stabilization fund to Employee Benefits Account

Jay Coburn moved to recommend, as printed in the Warrant, Article 13: Transfer from Stabilization Fund to Employee Benefits. Maureen Burgess seconded, and the motion carried 5-0-0.

COA Revolving Funds

Article 14: Section 1 - Reauthorization of Revolving Fund for COA

Jay Coburn moved to recommend, as printed in the Warrant, Article 14, Section 1: Reauthorization of Revolving Fund for COA. Robert Weinstein seconded, and motion carried 5-0-0.

Article 14: Section 2 - Reauthorization of Revolving Fund for COA

Jan Worthington moved to recommend, as printed in the Warrant, Article 14, Section 2: Reauthorization of Revolving Fund for COA. Maureen Burgess seconded, and the motion carried 5-0-0.

Article 15: Amendment to Personnel Bylaw Article 6, Section 6.1

Jay Coburn moved to recommend, as printed in the Warrant, Article 15: Amendment to Personnel Bylaw Article 6, Section 6.1. Robert Weinstein seconded. The motion carried 5-0-0.

Article 16, Section 1 – Administrative Percentage

Robert Weinstein moved to recommend, as printed in the Warrant, CPA Article 16, Section 1 – Administrative Percentage. Jay Coburn seconded, and the motion carried 5-0-0.

Article 16, Section 2 – Housing Authority Consultant

Maureen Burgess moved to recommend, as printed in the Warrant, CPA Article 16, Section 2 – Housing Authority Consultant. Robert Weinstein seconded, and the motion carried 5-0-0.

Article 16, Section 3 – 143 Rte. 6 Habitat for Humanity

Robert Weinstein moved to recommend, as printed in the Warrant, CPA Article 16, Section 3 – 143 Rte. 6 Habitat for Humanity. Maureen Burgess seconded, and the motion carried 5-0-0.

Article 16, Section 4 – Cape Cod Village Home for Adults with Autism

Maureen Burgess moved to recommend, as printed in the Warrant, CPA Article 16, Section 4 – Cape Cod Village Home for Adults with Autism. Robert Weinstein seconded. The motion carried 5-0-0.

Article 6, Section 5 – Phase 2 Highland House Museum

Maureen Burgess moved to recommend, as printed in the Warrant, CPA Article 16 Section 5 – Phase 2 Highland House Museum. Robert Weinstein seconded, and the motion carried 5-0-0.

Article 16, Section 6 – Edgewood Farm Historic Preservation Project Phase 2

Robert Weinstein moved to recommend, as printed in the Warrant, CPA Article 16, Section 6 – Edgewood Farm Historic Preservation Project Phase 2. Janet Worthington seconded. Cheri Mittenthal, Executive Director of the Truro Center for the Arts at Castle Hill, gave more information on the scope of the historic restoration, the cost, Castle Hill's role in the community, and progress on the required historic deed restriction agreement with the Town. The motion to recommend carried 3-1-1.

Article 16 Section 7 – Puma Park Enhancement

Maureen Burgess moved to recommend, as printed in the Warrant, CPA Article 16, Section 7 – Puma Park Enhancement. Robert Weinstein seconded. Susan Howe, Chair of the Truro Commission on Disabilities, discussed the multi-generational, multi-ability features planned, other sources of funding, and money reserved for future repairs to the park. The motion carried 5-0-0.

Article 16, Section 8 – 25 & 25A Pond Rd. Land Acquisition

Robert Weinstein moved to recommend, as printed in the Warrant, CPA Article 16, Section 8 – 25 & 25A Pond Rd. Land Acquisition. Maureen Burgess seconded. Jay Coburn and Robert Weinstein expressed their intentions to vote against recommending the proposal. Mary Rose, Co-chair of the Community Preservation Committee and Mary Rogers, Secretary/Consultant, explained CPC's favorable recommendation. The motion to recommend carried 3-2-0.

Article 16, Section 9 – Great Hollow Beach Extension

Robert Weinstein moved to recommend, as printed in the Warrant, CPA Article 16, Section 9 – Great Hollow Beach Extension. Maureen Burgess seconded. Mary Rose and Mary Rogers provided further information on the request that had been brought to CPC by a group of twelve taxpayers. The motion to recommend did not carry 0-4-1.

Article 17: Amend Section 40, Special Regulations, §40.2 Affordable Accessory Dwelling Unit by Deleting It in Its Entirety and Replacing It with New Language

Robert Weinstein moved to recommend, as printed in the Warrant, Article 17: Amend Section 40, Special Regulations, §40.2 Affordable Accessory Dwelling Unit by Deleting It in Its Entirety and Replacing It with New Language. Jay Coburn seconded. Discussion followed.

Chris Lucy and Carl Brotman discussed two questions on owner occupation of a dwelling and the application of the bylaw to the Seashore District. Paul Kiernan stated that a two-thirds vote will be needed for Articles 17 and 18 and that the public hearing for them has not yet been held. John Riemer from the Planning Board asked the Selectmen to defer their vote until after the public hearing for the Petitioned Article. Carl Brotman said that the Petitioned Article had been legally vetted and the public hearing is scheduled for next week.

The motion to recommend Article 17 carried 4-0-1.

Petitioned Article 18: Amend § 10.4 by Adding a New Definition, Removing an Existing Definition and Amend §30.2 Use Table, by Deleting Uses from the Table

Robert Weinstein moved to recommend, as printed in the Warrant, Article 18: Amend § 10.4 by Adding a New Definition, Removing an Existing Definition and Amend §30.2 Use Table, by Deleting Uses from the Table. Maureen Burgess seconded, and the motion carried 5-0-0.

Petitioned Article 19: Amendment to Chapter 1, Town Affairs of the Truro General Bylaws

Jay Coburn moved to recommend, as printed in the Warrant, Article 19: Amendment to Chapter 1, Town Affairs of the Truro General Bylaws. Robert Weinstein seconded, and the motion carried 5-0-0.

Article 20: Amendment to Private and Public Ways and Places General Bylaw § 1-9-7

Maureen Burgess moved to recommend, as printed in the Warrant, Article 20: Amendment to Private and Public Ways General Bylaw § 1-9-7. Janet Worthington seconded, and the motion carried 5-0-0.

Article 21: Amendment to Motor Vehicle General Bylaw § 4-4-1

Jay Coburn moved to recommend, as printed in the Warrant, Article 21: Amendment to Motor Vehicle General Bylaw § 4-4-1. Janet Worthington seconded, and the motion carried 5-0-0.

Article 22: Amendment to Appendix A of General Bylaws

Robert Weinstein moved to recommend, as printed in the Warrant, Article 22: Amendment to Appendix A of General Bylaws. Maureen Burgess seconded, and the motion carried 5-0-0.

Article 23: Two-thirds Vote at Town Meeting

Jay Coburn moved to recommend, as printed in the Warrant, Article 23: Two-thirds Vote at Town Meeting. Maureen Burgess seconded, and the motion carried 5-0-0.

Article 24: Accept MGL, Chapter 39, Section 23D

Robert Weinstein moved to recommend, as printed in the Warrant, Article 24: Accept MGL, Chapter 39, Section 23D. Jay Coburn seconded, and the motion carried 5-0-0.

Article 25: Charter Amendment to Section 4-2-7

Jay Coburn moved to recommend, as printed in the Warrant, Article 25: Charter Amendment to Section 4-2-7. Maureen Burgess seconded, and the motion carried 4-1-0.

Article 26: Charter Amendment to Section 6-2-12

Robert Weinstein moved to recommend, as printed in the Warrant, Article 26: Charter Amendment to Section 6-2-12. Maureen Burgess seconded, and the motion carried 5-0-0.

Article 27: Charter Amendment to Section 6-4-1

Jay Coburn moved to recommend, as printed in the Warrant, Article 27: Charter Amendment to Section 6-4-1. Janet Worthington seconded, and the motion carried 5-0-0.

Article 28: Charter Amendment to Section 6-4-2

Maureen Burgess moved to recommend, as printed in the Warrant, Article 28: Charter Amendment to Section 6-4-2. Robert Weinstein seconded, and the motion carried 5-0-0.

Article 29: Charter Amendment to Section 6-4-8

Janet Worthington moved to recommend, as printed in the Warrant, Article 29: Charter Amendment to Section 6-4-8. Maureen Burgess seconded, and the motion carried 5-0-0.

Article 30: Charter Amendment to Appendix B

Janet Worthington moved to recommend, as printed in the Warrant, Article 30: Charter Amendment to Appendix B. Maureen Burgess seconded, and the motion carried 5-0-0.

Article 31: Amend General Bylaws Chapter VI Preserving Historic Properties Section

Robert Weinstein moved to recommend, as printed in the Warrant, Article 31: Amend General Bylaws Chapter VI Preserving Historic Properties Section. Maureen Burgess seconded, and the motion carried 5-0-0.

Article 32: Amend Zoning Bylaws §10.4 Definitions §30.3 Seashore District, §70.9 Waiver of Site Plan

Janet Worthington moved to recommend, as printed in the Warrant, Article 32: Amend Zoning Bylaws §10.4 Definitions §30.3 Seashore District, §70.9 Waiver of Site Plan. Maureen Burgess seconded. Discussion followed.

Jay Coburn and Robert Weinstein said that, as advised by Town Counsel, they would be abstaining from a vote on this Article. Planning Board Chair Steve Sollog asked that a new Comment, which he read and submitted, be placed in the Warrant to provide more information on the bylaw amendment. Rae Ann Palmer said that Town Counsel must review the new material before it can be placed in the Warrant.

The motion to recommend Article 32 carried 3-0-2.

Petitioned Article 33: Amend Zoning Bylaws §50, Area and Height Regulations

Janet Worthington moved to recommend, as printed in the Warrant, Article 32: Amend Zoning Bylaws §50, Area and Height Regulations. Maureen Burgess seconded. Discussion followed.

The public hearing for this Petitioned Article will be held next week. Selectmen discussed possible outcomes of having Article 32 and Article 33 in the same Warrant. Robert Weinstein noted that amendments could be made to avoid conflict if both Articles passed. Steve Sollog, Jim Sommers and Susan Howe gave favorable testimony for having a town-wide building size bylaw, but considered it something more feasible for another Town Meeting. The Petitioned Article 33 is on the Warrant, Chair Wisotzky said.

The motion to recommend Article 33 did not carry 2-2-1.

Article 34: Herring River Restoration Project Permitting Applications

Robert Weinstein moved to recommend, as printed in the Warrant, Article 34: Herring River Restoration Project Permitting Applications. Maureen Burgess seconded, and the motion carried 5-0-0.

Town Manager Rae Ann Palmer said that the Comment section would be modified to reflect what the Executive Committee of the Herring River Restoration Project has already decided about not using herbicides.

Article 35: Electronic Voting Study Committee

Robert Weinstein moved to recommend, as printed in the Warrant, Article 18: Electronic Voting Study Committee. Maureen Burgess seconded.

Board members discussed the traditional method of voting openly or the option of requesting a secret paper ballot, a mechanism that is already in place for Town Meetings.

The motion to recommend did not carry 2-2-1.

ORDERING WARRANT ARTICLES

Members of the Board of Selectmen and the Town Manager discussed the order of presentation for the Warrant Articles after the financial ones, which always appear first. They also considered the possibility of scheduling a second night for Town Meeting. Rae Ann Palmer said that the order of the Warrant Articles may be changed by the Town Moderator for a good reason, usually for retaining a quorum. The Town Moderator also makes the decision for holding a second night session for Town Meeting. Susan Howe came forward to express her support for placing Planning Board Zoning Bylaw amendments before the Petitioned Zoning Bylaw amendments.

Jay Coburn moved to approve the ordering of the Warrant Articles as they appear in the March 27, 2017 draft. Robert Weinstein seconded. The motion carried 3-2-0.

CONSENT AGENDA

- A. Review/Approve and Authorize Signature: None;
- B. Review and Approve 2017 Seasonal Licenses: Adventure Bound Camping Resort at Hortons and Adventure Bound Camping Resort – North Truro Camping Area (Transient Vendor);
- C. Review and Approve 2017 Seasonal Alcohol Licenses: Beach Point Health and Swim, Blackfish Restaurant, Captain's Choice, Fuller's Package Store, Highland Links Golf Course, Jams Too Inc., Payomet Theater, Terra Luna Restaurant, Top Mas Café, Whitman House Restaurant; and
- D. Review and Approve Regular Board of Selectmen Minutes: March 8, 2017 (Work Session), March 14, 2017.

Robert Weinstein moved to approve the Consent Agenda. .Maureen Burgess seconded, and the motion carried 5-0 with an abstention by Jay Coburn for Item D Minutes of March 14, 2017.

SELECTMEN'S AND TOWN MANAGER'S REPORTS

The Selectmen and Town Manager gave their reports. Robert Weinstein had attended the latest Metropolitan Planning Organization's (MPO) meeting dealing with striping, painting and shoulders along Rte. 6 to accommodate bicyclists. He also had approached a Department of Transportation representative about a plan to use the South Hollow Extension between Shore Rd. and Route 6 as a future parking area. The Town is making a request for this as well. Maureen Burgess had attended the last School Committee meeting where she addressed their concerns about the Override. She reported on the Disabilities Commission's work on getting grants for Puma Park. Paul Wisotzky participated in the first quarterly beach clean-up, which was considered a success. He thanked Mary Ellen Duarte, upon her retirement, for her years of service at the COA. Janet Worthington reported on a Harbor meeting about use of the money left from dredging the Harbor. Rae Ann Palmer said that the left over money would be used to permit use of the dock and designing the dock expansion. Grant money will be sought for building it. The bulk of the Town Manager's time has been taken up with preparation of the Warrant for Annual Town Meeting. Robert Weinstein recommended that Truro residents attend

public meetings, such as the recent Wellfleet Shellfish Advisory Board's, about the Herring River Restoration Project to learn more about the impact to property in Truro and the effect on Old County Road.

AGENDA FOR NEXT MEETING

Rae Ann Palmer said that Pre-Town Meeting/Candidates' Night/Budget Hearing will be held on Monday, April 10, 2017. Agenda for the next regular meeting will be for any re-voting of Town Meeting Warrant Articles and for discussion of a differentiated tax rate.

Jay Coburn moved to cancel the meeting scheduled for April 11, 2017 and hold April 18, 2017 as a regular meeting. Robert Weinstein seconded, and the motion carried 5-0.

ADJOURNMENT

Robert Weinstein moved to adjourn. Jay Coburn seconded, and the motion carried 5 -0. The meeting was adjourned at 7:20 p.m.

Respectfully submitted,

Mary Rogers, Secretary

Paul Wisotzky, Chair

Maureen Burgess

Jay Coburn, Clerk

Janet Worthington, Vice-chair

Robert Weinstein