



## **AMENDED**

### **Truro Board of Selectmen Meeting**

**Tuesday, July 10, 2018**

**Regular Meeting – 5:00pm**

**Truro Town Hall - 24 Town Hall Road**

#### **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. Interview and Appoint Applicants to Representative to the Provincetown Water and Sewer Board : Gary Palmer and Peter Van Stratum
- B. Interview and Appoint Applicant to the Zoning Board of Appeals - Chris Lucy
- C. Appointment of Girard Smith as Emeritus Member to the Council on Aging as a Life-Time Member

#### **4. TABLED ITEMS NONE**

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

- A. Vote on Fiscal 2019 Board of Selectmen Goals and Objectives  
Presenter: Robert Weinstein, Chair
- B. Support Letter for Tradesmen's Park from the Truro Board of Selectmen  
Presenter: Rae Ann Palmer, Town Manager

#### **6. CONSENT AGENDA**

- A. Review/Approve and Authorize Signature:
  - 1. Entertainment License for Friends of the Truro Meeting House; Sunday, July 1<sup>st</sup>, Monday July 30<sup>th</sup>, Tuesday, August 7<sup>th</sup>, and Saturday, August 18<sup>th</sup>
  - 2. Entertainment License for Sustainable Cape's Ag Fair; Sunday, September 2, 2018
- B. Review and Approve Reappointments to: Zoning Board of Appeals-Frederick Todd, Shellfish Advisory Committee-Stephen Wisbauer, Dana Pazolt and Scott Lindell, Conservation Commission-Deborah McCutcheon, Community Preservation Committee-Bonnie Sollog, Board of Health-Mark Peters, Peter Van Stratum, Beach Commission-Fran Johnson, Truro Constable-John Thomas, Taxation Aid Committee-Barbara Wood, Historic Commission-Matthew Kiefer
- C. Review and Sign Support Letter Supporting House Bill #2472 Regarding Emergency Plans for Unique Geographical Locations
- D. Review and Approve Board of Selectmen Minutes: June 26, 2018

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

#### **8. SELECTMEN COMMENTS**

#### **9. NEXT MEETING AGENDA: Tuesday, July 24 and Tuesday, August 14**



# TOWN OF TRURO

## Board of Selectmen Agenda Item

**DEPARTMENT:** Administrative Department

**REQUESTOR:** Nicole Tudor, Executive Assistant

**REQUESTED MEETING DATE:** July 10, 2018

**ITEM:** Interview of Gary Palmer and Peter Van Stratum for the Appointment to the Provincetown Water and Sewer Board

**EXPLANATION:** Gary Palmer and Peter Van Stratum have each submitted an Application to Serve as one of Truro's representatives to the Provincetown Water and Sewer Board. Truro has three Representatives that serve on this Board. Currently Kevin Kuechler and Peter Graham also serve for 3 year terms. Gary Palmer is seeking reappointment as his appointment expired June 30<sup>th</sup>. Peter Van Stratum has applied for this 3 year term appointment.

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

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

**SUGGESTED ACTION:** *MOTION TO appoint \_\_\_\_\_ as a representative to the Provincetown Water Board.*

**ATTACHMENTS:**

1. Application to Serve-Gary Palmer
2. Application to serve-Peter Van Stratum



# TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

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

## APPLICATION TO SERVE ON AN APPOINTED MULTI-MEMBER BODY

NAME: Gary Palmer HOME TELEPHONE: [REDACTED]

ADDRESS: 11 bayberry ln WORK PHONE :

MAILING ADDRESS: p o box 130 E-MAIL: [REDACTED]

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

Provincetown water board

SPECIAL QUALIFICATIONS OR INTEREST:

9 years truro board of health

REV'D 2018JUN12 PM2:40

ADMINISTRATIVE OFFICE

TOWN OF TRURO

COMMENTS:

lead the negotiation with Ptown that put truro members on the water board

SIGNATURE: *Gary Palmer* DATE: 6/12/18  
\*\*\*\*\*

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

SIGNATURE:  DATE:

INTERVIEW DATE:  APPOINTMENT DATE (IF  
APPLICABLE):



# TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

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

## APPLICATION TO SERVE ON AN APPOINTED MULTI-MEMBER BODY

NAME: Peter Van Stratum HOME TELEPHONE: [REDACTED]ADDRESS: 5 Kim. Kinnick Rd WORK PHONE: \_\_\_\_\_MAILING ADDRESS: PO Box 568 E-MAIL: [REDACTED]

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

Truro / Provincetown Sewer/Water Board

SPECIAL QUALIFICATIONS OR INTEREST: \_\_\_\_\_

\_\_\_\_\_

COMMENTS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

SIGNATURE: [Signature] DATE: 6/22/18

\*\*\*\*\*

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

\_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

INTERVIEW DATE: \_\_\_\_\_ APPOINTMENT DATE (IF  
APPLICABLE): \_\_\_\_\_





# TOWN OF TRURO

## Board of Selectmen Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Nicole Tudor, Executive Assistant on behalf of Zoning Board of Appeals Chair, Bertram Perkel

**REQUESTED MEETING DATE:** July 10, 2018

**ITEM:** Zoning Board of Appeals Vacancy for Alternate Position One-Year Term

**EXPLANATION:** Christopher Lucy has applied to serve as an alternate member of the Zoning Board of Appeals. This position was advertised and Mr. Lucy is the sole applicant. He was interviewed for the last vacancy when another applicant was chosen. The Chair of ZBA has endorsed and recommended this appointment.

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

**IMPACT IF NOT APPROVED:** The Vacancy will remain open.

**SUGGESTED ACTION:** *MOTION TO appoint Chris Lucy to the Zoning Board of Appeals for a one-year term, expiring on June 30, 2019.*

**ATTACHMENTS:**

1. Application to Serve-Chris Lucy



# 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: CHRISTOPHER LUCY HOME TELEPHONE: [REDACTED]  
ADDRESS: 16 GLACIER DRIVE WORK PHONE: [REDACTED]  
MAILING ADDRESS: PO BOX 944 E-MAIL: [REDACTED]

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

### ALTERNATE, ZONING BOARD OF APPEALS

SPECIAL QUALIFICATIONS OR INTEREST: Planning Board member 1999-2002, 2013-2015  
liaison to PB as selectman, liaison to ZBA as selectman, co-author of ADU bylaw 2017  
interest in zoning since mid 80's, deep knowledge of local zoning bylaws and process  
very familiar with conflict of interest laws and I am currently up to date with certification

COMMENTS: \_\_\_\_\_

RCVD 2018 JUL 5 PM 3:04

ADMINISTRATIVE OFFICE

TOWN OF TRURO

SIGNATURE: \_\_\_\_\_

DATE: 6/29/2018

COMMENT/RECOMENDATI OF CHAIRPERSON OF MULTI-MEMBER BODY (OPTIONAL) \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

INTERVIEW DATE: \_\_\_\_\_ APPOINTMENT DATE (IF  
APPLICABLE): \_\_\_\_\_



# TOWN OF TRURO

## Board of Selectmen Agenda Item

**DEPARTMENT:** Administration

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

**REQUESTED MEETING DATE:** July 10, 2018

**ITEM:** Appointment of Girard Smith as Emeritus Member to the Council on Aging as a Life-Time Member

**EXPLANATION:** Girard Smith submitted an Application to Serve for the Council on Aging Board. The Board of Selectmen Appointment Policy #13 states that members of Boards and Committees must reside in Truro. Girard Smith was previously a resident in Truro for many years and is still very active with the Council on Aging and the Board. The Board has requested that he be appointed as an Emeritus member due to his long tenure on the Board and his valuable contributions.

Should the Board wish to consider this new category of appointment, it could be based on a request from an existing Board for a member who has served for more than ten years, who wishes to still participate and who has been a valuable member of the committee. This appointment would be a non-voting appointment but officially recognizes the member's value to the group.

**IMPACT IF NOT APPROVED:** Girard Smith will no longer be able to participate or assist with the Council on Aging Board.

**SUGGESTED ACTION:** ***MOTION TO** appoint Girard Smith as Emeritus Member to the Council on Aging as a Life-Time Member.*

**ATTACHMENTS:**

1. Application to Serve – Girard Smith



# 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: GIRARD F Smith HOME TELEPHONE: [REDACTED]

ADDRESS: 85 Crescent Lane WORK PHONE: [REDACTED]

MAILING ADDRESS: Box 50 Truro MA 02666 E-MAIL: [REDACTED]

FAX: [REDACTED] MULTI-MEMBER BODY ON WHICH I WISH TO SERVE: COA BOARD

I am the Treasurer 20 years

SPECIAL QUALIFICATIONS OR INTEREST: [REDACTED]

COMMENTS: [REDACTED]

SIGNATURE: [Signature] DATE: 6/4/18

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

SIGNATURE: [REDACTED] DATE: [REDACTED]

INTERVIEW DATE: [REDACTED] APPOINTMENT DATE (IF APPLICABLE): [REDACTED]



# TOWN OF TRURO

## Board of Selectmen Agenda Item

**DEPARTMENT:** Administration

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

**REQUESTED MEETING DATE:** July 10, 2018

**ITEM:** Vote on Fiscal 2019 Board of Selectmen Values, Goals and Objectives

**EXPLANATION:** In accordance with the Town Charter, the Board of Selectmen held a public hearing at which the results for the 2018 Goals and Objectives were reviewed and the proposed 2019 Goals and Objectives were presented. The next step is to approve the 2019 Goals and Objectives.

**SUGGESTED ACTION:** **MOTION TO** *approve the Fiscal 2019 Board of Selectmen Goals and Objectives.*

**ATTACHMENTS:**

1. FY 2019 Goals and Objectives
2. FY 2019 Goals and Objectives (For Signature)

## Fiscal Year 2019 Goals and Objectives

### TOWN SERVICES

The Town of Truro will provide efficient and effective municipal services that meet the needs of year-round residents, part-time residents and visitors.

TS1	The Town Manager will continue to explore and implement shared services with our neighboring Outer Cape communities and report on these efforts quarterly and the Board of Selectmen will hold joint meetings with its Outer Cape counterparts.
TS2	The Board of Selectmen will develop a policy that addresses uses and modifications to Town-owned property.
TS3	The Town Manager will evaluate Council on Aging services and will identify trends in the needs of older adults in the community (including issues of transportation, loneliness and housing) and will make recommendations for changes.

## **FISCAL MANAGEMENT**

**The Town of Truro will develop short and long-term fiscal policies that increase revenue from sources other than property taxes and minimize annual budget growth.**

<b>FM1</b>	<b>So that the budget can be better communicated to and informed by the citizens, the Board of Selectmen and Town Manager, working with the Finance Committee, will re-design the budget development format and process to include the identification of appropriate budget tools, a citizen forum in the fall and a separate budget hearing in the spring. The Board of Selectmen, Finance Committee and Town Manager will define the format and collect data for a five-year financial forecast for the Town.</b>
<b>FM2</b>	<b>The Board of Selectmen will present a Home Rule Petition to voters at either the fall 2018 Special Town Meeting or the 2019 Annual Town Meeting that would create a local 0.5% real estate transfer tax that would fund the Capital Improvement Stabilization Fund.</b>

## **PUBLIC SAFETY**

**The Town of Truro will provide high quality and cost effective police, fire and emergency services to residents and visitors in coordination and collaboration with neighboring towns.**

<b>PS1</b>	<b>The Board of Selectmen and Town Manager will review and revise the existing General Noise Bylaw.</b>
<b>PS2</b>	<b>The Board of Selectmen, working with the Town Manager and Emergency Management Director, will develop an initiative for neighborhood storm teams for natural disasters.</b>



## COMMUNITY SUSTAINABILITY

The Town of Truro will support policies and programs that:

- Foster sustainable and appropriate economic development
- Create more affordable, year-round places for people to live
  - Protect and restore our fragile environment

CS1-E ENVIRONMENTAL	<p>The Town Manager will continue efforts on the following environmental projects and develop and implement public outreach and education components for them:</p> <ol style="list-style-type: none"><li><i>Pamet River Tidal Flow Restoration &amp; Watershed Study:</i> This tidal restoration project will allow the Town to evaluate several different culvert model scenarios. Modelling of initial data will be complete by fall 2018. As a result of the 2018 storm impacts, follow up modelling will be completed by April 1, 2019. A public update will be presented in the summer of 2018.</li><li><i>East Harbor Culvert Replacement:</i> Replacement of the seaward portion of the culvert at East Harbor will be complete by October 31, 2018. Evaluation of the scope of work for the culvert section between Route 6 and Shore Road will be complete by June 30, 2019.</li><li><i>Mill Pond and Eagle Creek Repairs &amp; Improvement:</i> Additional modelling to complete necessary repairs/improvements to Mill Pond and Eagle Creek will begin by July 31, 2017. The scope of services and plan will be completed by June 30, 2018. Bid process for the project will be advertised by April 1, 2019.</li><li><i>Little Pamet Watershed Study &amp; Culvert Repair:</i> Use 2018 Association for the Preservation of Cape Cod assessment to identify the necessary repairs/improvements for the Little Pamet culvert and to identify the scope of work for the whole system in order to identify appropriate resiliency funds for identified improvements.</li><li><i>Coastal Management:</i> The Town Manager will direct staff to explore costs and scope of developing a comprehensive shorefront management plan to improve coastal resiliency for the bay shoreline.</li></ol>
CS2-H HOUSING	<p>The Board of Selectmen will hold a joint work session meeting with the Truro Housing Authority to develop ideas for home rental or ownership for people at 120% AMI, with specific consideration of municipal workers and elderly.</p>
CS3-H HOUSING	<p>The Board of Selectmen will present a Home Rule Petition to voters at either the fall 2018 Special Town Meeting or the 2019 Annual Town Meeting that would allow for expansion of the Residential Tax Exemption to property owners that rent year round.</p>

<b>CS4-H HOUSING</b>	<b>The Board of Selectmen working with the Planning Board and the Zoning Board of Appeals will explore ways to increase use of the ADU bylaw.</b>
<b>CS5-H HOUSING</b>	<b>The Board of Selectmen and Town Manager will identify additional funding sources for the Affordable Housing Trust in order to further support the development of a wide range of affordable and community housing in Truro.</b>
<b>CS6-ED ECONOMIC DEV.</b>	<b>In an effort to support economic development, the Board of Selectmen, Town staff, and Town Counsel will develop a time table for Comcast contract negotiations.</b>
<b>CS7-ED ECONOMIC DEV.</b>	<b>The Board of Selectmen will engage with the Truro business community, gather information, and explore ways to support and increase small business in Truro.</b>

## COMMUNITY ENGAGEMENT & GOVERNANCE

The Town of Truro will have an open and transparent government that proactively engages and involves the town's residents.

CEG1	<p>In an effort to better communicate with and gather information from citizens and visitors of Truro, the Town Manager will:</p> <ul style="list-style-type: none"><li>a. Implement the Alert Truro notification system</li><li>b. Review and modify the Town website so that information and documents are organized more clearly.</li></ul>
CEG2	<p>The Board of Selectmen will conduct a thorough review of charges for Boards, Committees and Commissions under its purview by _____. This will include:</p> <ul style="list-style-type: none"><li>a. An assessment of relevance to the current and future work of the Town of Truro.</li><li>b. Revisions to charges to ensure clarity of purpose, role and authority.</li><li>c. Consolidation if possible and appropriate.</li><li>d. Develop incentives for residents to volunteer to serve on Boards, Commissions and Committees.</li></ul>
CEG3	<p>As part of the Local Comprehensive Planning process, the Board of Selectmen, Town Manager and Local Comprehensive Plan Committee will conduct an outreach, organizing and information gathering process that will engage citizens in the planning process and include the development of community-wide vision, mission and goals for the Town of Truro.</p>
CEG4	<p>The Board of Selectmen and Town Manager will establish a recognition event to identify and thank volunteers and staff.</p>
CEG5	<p>The Board of Selectmen will create an informational manual for the Board of Selectmen and other town boards/committees/commissions in order to help them be more effective in their role as well as to comply with local, state and federal regulations.</p>



# TOWN OF TRURO

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

## Values and Fiscal Year 2019 Goals and Objectives

### **VALUES:**

The Town of Truro holds the following values that inform our approach to governance and municipal services. They are the guiding principles that drive all of the activities undertaken by any staff, volunteer, elected or appointed official in the Town of Truro. They embody our beliefs and our highest aspirations.

#### **Excellence:**

We strive to provide the highest quality services that are responsive to the needs of our residents and visitors. We engage in continuous learning, draw from past experience and strive to get it right the first time.

#### **Integrity:**

We hold ourselves to high ethical standards and commit to behave lawfully, respectfully, honestly and fairly.

#### **Openness and Transparency:**

We commit to sharing information, working inclusively and to hold ourselves accountable.

#### **Historic and Environmental Protection:**

We work diligently to maintain the historic rural and coastal character and culture of Truro and to be strong stewards of our fragile environment.

#### **Fiscal Integrity:**

We believe in sound fiscal policy and practice.

#### **Diversity:**

We strive to create a community that values diversity and is available, accessible and open to all.

#### **Collaboration:**

We believe in working with others to solve problems and address community need both local and regionally.

### **GOALS AND OBJECTIVES:**

Each year, as a way of articulating policy and priorities, the Truro Board of Selectmen develops goals and objectives. These are intended to provide guidance and direction to the Town Manager and her appointees, the Police and Fire Chiefs, and all of the Town's multi-member bodies.

The goals and objectives are divided into five broad categories:

- TOWN SERVICES
- FISCAL MANAGEMENT
- PUBLIC SAFETY
- COMMUNITY SUSTAINABILITY
- COMMUNITY ENGAGEMENT & GOVERNANCE

Some of the objectives and activities are ongoing or continuing from FY2015 or earlier.

The Truro Board of Selectmen has agreed to pursue the following goals and objectives for Fiscal Year 2019: July 1, 2018 through June 30, 2019.

### **TOWN SERVICES**

#### **THE TOWN OF TRURO WILL PROVIDE EFFICIENT AND EFFECTIVE MUNICIPAL SERVICES THAT MEET THE NEEDS OF YEAR-ROUND RESIDENTS, PART-TIME RESIDENTS AND VISITORS.**

- TS1. The Town Manager will continue to explore and implement shared services with our neighboring Outer Cape communities and report on these efforts quarterly and the Board of Selectmen will hold joint meetings with its Outer Cape counterparts.
- TS2. The Board of Selectmen will develop a policy that addresses uses and modifications to Town-owned property.
- TS3. The Town Manager will evaluate Council on Aging services and will identify trends in the needs of older adults in the community (including issues of transportation, loneliness and housing) and will make recommendations for changes.

### **FISCAL MANAGEMENT**

#### **THE TOWN OF TRURO WILL DEVELOP SHORT AND LONG-TERM TERM FISCAL POLICIES THAT INCREASE REVENUE FROM SOURCES OTHER THAN PROPERTY TAXES AND MINIMIZE ANNUAL BUDGET GROWTH.**

- FM1. So that the budget can be better communicated to and informed by the citizens, the Board of Selectmen and Town Manager, working with the Finance Committee, will re-design the budget development format and process to include the identification of appropriate budget tools, a citizen forum in the fall and a separate budget hearing in the spring. The Board of Selectmen, Finance Committee and Town Manager will define the format and collect data for a five-year financial forecast for the Town.
- FM2. The Board of Selectmen will present a Home Rule Petition to voters at either the fall 2018 Special Town Meeting or the 2019 Annual Town Meeting that would create a local 0.5% real estate transfer tax that would fund the Capital Improvement Stabilization Fund.

## **PUBLIC SAFETY**

### **THE TOWN OF TRURO WILL PROVIDE HIGH QUALITY AND COST EFFECTIVE POLICE, FIRE AND EMERGENCY SERVICES TO RESIDENTS AND VISITORS IN COORDINATION AND COLLABORATION WITH NEIGHBORING TOWNS.**

- PS1. The Board of Selectmen and Town Manager will review and revise the existing General Noise Bylaw.
- PS2. The Board of Selectmen, working with the Town Manager and Emergency Management Director, will develop an initiative for neighborhood storm teams for natural disasters.

## **COMMUNITY SUSTAINABILITY**

### **THE TOWN OF TRURO WILL SUPPORT POLICIES AND PROGRAMS THAT:**

- **FOSTER SUSTAINABLE AND APPROPRIATE ECONOMIC DEVELOPMENT**
- **CREATE MORE AFFORDABLE, YEAR –ROUND PLACES FOR PEOPLE TO LIVE**
- **PROTECT AND RESTORE OUR FRAGILE ENVIRONMENT**

- CS1. (ENVIRONMENTAL) The Town Manager will continue efforts on the following environmental projects and develop and implement public outreach and education components for them:
- a. *Pamet River Tidal Flow Restoration & Watershed Study*: This tidal restoration project will allow the Town to evaluate several different culvert model scenarios. Modelling of initial data will be complete by fall 2018. As a result of the 2018 storm impacts, follow up modelling will be completed by April 1, 2019. A public update will be presented in the summer of 2018.
  - b. *East Harbor Culvert Replacement*: Replacement of the seaward portion of the culvert at East Harbor will be complete by October 31, 2018. Evaluation of the scope of work for the culvert section between Route 6 and Shore Road will be complete by June 30, 2019.
  - c. *Mill Pond and Eagle Creek Repairs & Improvement*: Additional modelling to complete necessary repairs/improvements to Mill Pond and Eagle Creek will begin by July 31, 2017. The scope of services and plan will be completed by June 30, 2018. Bid process for the project will be advertised by April 1, 2019.
  - d. *Little Pamet Watershed Study & Culvert Repair*: Use 2018 Association for the Preservation of Cape Cod assessment to identify the necessary repairs/improvements for the Little Pamet culvert and to identify the scope of work for the whole system in order to identify appropriate resiliency funds for identified improvements.
  - e. *Coastal Management*: The Town Manager will direct staff to explore costs and scope of developing a comprehensive shorefront management plan to improve coastal resiliency for the bay shoreline.
- CS2. (HOUSING) The Board of Selectmen will hold a joint work session meeting with the Truro Housing Authority to develop ideas for home rental or ownership for people at 120% AMI, with specific consideration of municipal workers and elderly.
- CS3. (HOUSING) The Board of Selectmen will present a Home Rule Petition to voters at either the fall 2018 Special Town Meeting or the 2019 Annual Town Meeting that would allow for expansion of the Residential Tax Exemption to property owners that rent year round.

- CS4. (HOUSING) The Board of Selectmen working with the Planning Board and the Zoning Board of Appeals will explore ways to increase use of the ADU bylaw.
- CS5. (HOUSING) The Board of Selectmen and Town Manager will identify additional funding sources for the Affordable Housing Trust in order to further support the development of a wide range of affordable and community housing in Truro.
- CS6. (ECONOMIC DEVELOPMENT) In an effort to support economic development, the Board of Selectmen, Town staff, and Town Counsel will develop a time table for Comcast contract negotiations.
- CS7. (ECONOMIC DEVELOPMENT) The Board of Selectmen will engage with the Truro business community, gather information, and explore ways to support and increase small business in Truro.

### **COMMUNITY ENGAGEMENT & GOVERNANCE**

#### **THE TOWN OF TRURO WILL HAVE AN OPEN AND TRANSPARENT GOVERNMENT THAT PROACTIVELY ENGAGES AND INVOLVES THE TOWN'S RESIDENTS.**

- CEG1. In an effort to better communicate with and gather information from citizens and visitors of Truro, the Town Manager:
  - a. Implement the Alert Truro notification system
  - b. Review and modify the Town website so that information and documents are organized more clearly.
- CEG2. The Board of Selectmen will conduct a thorough review of charges for Boards, Committees and Commissions under its purview by \_\_\_\_\_. This will include:
  - a. An assessment of relevance to the current and future work of the Town of Truro.
  - b. Revisions to charges to ensure clarity of purpose, role and authority.
  - c. Consolidation if possible and appropriate.
  - d. Develop incentives for residents to volunteer to serve on Boards, Commissions and Committees.
- CEG3. As part of the Local Comprehensive Planning process, the Board of Selectmen, Town Manager and Local Comprehensive Plan Committee will conduct an outreach, organizing and information gathering process that will engage citizens in the planning process and include the development of community-wide vision, mission and goals for the Town of Truro.
- CEG4. The Board of Selectmen and Town Manager will establish a recognition event to identify and thank volunteers and staff.
- CEG5. The Board of Selectmen will create an informational manual for the Board of Selectmen and other town boards/committees/commissions in order to help them be more effective in their role as well as to comply with local, state and federal regulations.

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Robert Weinstein, Chair

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Maureen Burgess, Vice-Chair

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Jan Worthington, Clerk

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Paul Wisotzky

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Kristen Reed  
Board of Selectmen





# TOWN OF TRURO

## Board of Selectmen Agenda Item

**DEPARTMENT:** Administration

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

**REQUESTED MEETING DATE:** July 10, 2018

**ITEM:** Support Letter for Tradesmen's Park (298 Route 6) from the Truro Board of Selectmen

**EXPLANATION:** Attached is the letter of support for the Tradesmen's Park South that was discussed at your June 26<sup>th</sup> meeting. Town Counsel has advised that it is acceptable to send the letter to the Cape Cod Commission for consideration during the Development of Regional Impact review. This project will have to come back for Town review as well.

**IMPACT IF NOT APPROVED:** The Cape Cod Commission will not have a letter of support from the Board of Selectmen.

**SUGGESTED ACTION:** MOTION TO *approve the letter of support for Tradesmen's Park to be located at 298 Route 6.*

**ATTACHMENTS:**

1. Draft Support Letter
2. Site Plan

## Agenda Item: 5B1

July 10, 2018

Cape Cod Commission  
P.O. Box 226  
3225 Main Street  
Barnstable, MA 02630

Dear Sir/Madam:

The Truro Board of Selectmen supports the project to develop 298 Route 6 in Truro as Tradesman's Park South. The current Tradesmen's Park provides much needed storage and business space for many small local businesses and artists and currently has a significant waiting list. Although smaller in scale than the original location, this commercial development will fill an identified need in the community. Current tenants of the existing Tradesman's Park find the property to be well maintained and secure and the Silva's to be responsive and responsible owners of the property. The tenants employ our year round residents and provide crucial services to our local residents, visitors and businesses.

The Silva's have carefully considered the needs of Truro's business community and their proposal for Tradesmen's Park South will allow small local businesses and non-profits to continue to provide necessary services to our community and may allow these business to grow, thus strengthening our local economy.

We are confident that upon completion of your review process and the Town's planning process, this development will be a wonderful addition to our community. Please consider this correspondence our endorsement of the project.

Sincerely,

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*Robert Weinstein, Chair*

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*Maureen Burgess, Vice-Chair*

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*Jan Worthington, Clerk*

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*Paul Wisotzky*

---

*Kristen Reed*

Truro Board of Selectmen









# 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:

1. Entertainment License for Friends of the Truro Meeting House; Sunday, July 1<sup>st</sup>, Monday July 30<sup>th</sup>, Tuesday, August 7<sup>th</sup>, and Saturday, August 18<sup>th</sup>
2. Entertainment License for Sustainable Cape's Ag Fair; Sunday, September 2, 2018

### B. Review and Approve Reappointments to: Zoning Board of Appeals-Frederick Todd, Shellfish Advisory Committee-Stephen Wisbauer, Dana Pazolt and Scott Lindell, Conservation Commission-Deborah McCutcheon, Community Preservation Committee-Bonnie Sollog, Board of Health-Mark Peters, Peter Van Stratum, Beach Commission-Fran Johnson, Truro Constable-John Thomas, Taxation Aid Committee-Barbara Wood, Historic Commission-Matthew Kiefer

### C. Review and Sign Support Letter Supporting House Bill #2472 Regarding Emergency Plans for Unique Geographical Locations

### D. Review and Approve Board of Selectmen Minutes: June 26, 2018



# TOWN OF TRURO

## Board of Selectmen Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Nicole Tudor, Executive Assistant, on behalf of Chair John Marksbury, Friends of Truro Meeting House

**REQUESTED MEETING DATE:** July 10, 2018

**ITEM:** Applications for an Entertainment Licenses

**EXPLANATION:** MGL Chapter 140 § 181 provides local authority to license Special One-Day Entertainment licenses. Friends of Truro Meeting House are requesting to hold four community outreach events with entertainment. The Police Chief has reviewed and approved each event.

- 1) Sunday July 1<sup>st</sup>- Chorale Singers from 5:00-6:00pm-Not Amplified (Town Manager issued Temporary License)
- 2) Monday, July 30<sup>th</sup>-Sentimental Journey from 7:30pm-9:00pm-Amplified Music
- 3) Tuesday, August 7<sup>th</sup> - New Beach Band from 7:30pm-9:00pm-Amplified Music
- 4) Saturday, August 18<sup>th</sup> - Cello Recital from 6:00pm-7:30pm-Not Amplified

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

**IMPACT IF NOT APPROVED:** These events will not be held at the Truro Meeting House.

**SUGGESTED ACTION:** *MOTION TO approve the entertainment license for four separate dates (July 1, July 30, August 7 and August 18) and authorize the Chair to sign.*

**ATTACHMENTS:**

1. Application for Weekday Entertainment License
2. Application for Sunday Entertainment License

CHK 713 \$ 25.00  
10/22/18

# TOWN OF TRURO

## Licensing Department

PO Box 2030, Truro, MA 02666

PH: 508-349-7004, Ext. 110 or 124 Fax: 508-349-5505

Email: [ntudor@truro-ma.gov](mailto:ntudor@truro-ma.gov) or [nscoullar@truro-ma.gov](mailto:nscoullar@truro-ma.gov)

RCVD 2018 JUN 20 AM 11:54  
ADMINISTRATIVE OFFICE  
TOWN OF TRURO

## 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

John Marksbury, Chair. Friends of the Truro Meeting House

Name of Applicant

PO Box 149, Truro MA 02666

Business/Organization Name

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

John Marksbury

Contact Person

Phone Number

Email

### INDIVIDUAL APPLICANT INFORMATION

Individual's Name

Mailing Address

Phone Number

Email Address

### EVENT INFORMATION

Sunday, July 1, 2018

Community Activity

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

Purpose of Event (example: fundraiser)

Hours of Event (from - to) 5 pm - 6:60 pm

Congregational Meeting House, 3 First Parish Lane, Truro

Event is: ☒ Indoor ☐ Outdoor Event

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

(Please check applicable box)

First Congregational Parish of Truro, 3 First Parish Lane, Truro 508-246-5057

Property Owner Name and Address

Phone number

Seating Capacity: 200

Occupancy Number: 200

NA

Approximate number of people attending 75

Name of Caterer (if applicable)

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

Will an admission fee be collected? ☐ Yes ☒ No

Will there be a One Day Alcohol License ☐ Yes ☒ No

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

Will there be Police Traffic Control? ☐ Yes ☒ No

### ENTERTAINMENT INFORMATION

**Type of Entertainment:** Please check the appropriate boxes.

**Dancing:** ☐ By Patron ☐ By Entertainers ☒ No Dancing

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

Number of Musicians & Instruments (Type) 18 chorale chamber singers

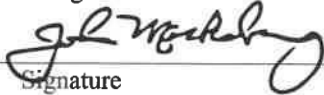
Amplified System: ☐ Yes ☒ No

**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

June 20, 2018

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, under MGL 136.
- 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

☐ Fee \$50.00

**APPROVAL**

License No. \_\_\_\_\_

Board of Selectmen \_\_\_\_\_ Meeting Date \_\_\_\_\_

Police Department  Date \_\_\_\_\_

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

State Fee, \$ 2.00  
Municipal Fee, \$ 25.00

THE COMMONWEALTH OF MASSACHUSETTS  
Town \_\_\_\_\_ OF \_\_\_\_\_ Truro



# LICENSE

For

**PUBLIC ENTERTAINMENT ON SUNDAY**

The Name of the Establishment is Friends of the Truro Meeting House / First Congregational Parish of Truro in or on the property at No. 3 First Parish Lane, Truro, MA 02666 (address)

The Licensee or Authorized representative, John Marksbury, Chair in

accordance with chapter 136 of the General Laws, as amended, hereby request a license for the following program or entertainment:

DATE	TIME	Proposed dancing or game, sport, fair, exposition, play, entertainment or public diversion
July 1, 2018	5-6:30 pm	Outer Cape Chorale Chamber Singers Acapella Concert

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

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

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

**Do not write in this box**

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

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





# TOWN OF TRURO

## Licensing Department

PO Box 2030, Truro, MA 02666

PH: 508-349-7004, Ext. 110 or 124 Fax: 508-349-5505

Email: [ntudor@truro-ma.gov](mailto:ntudor@truro-ma.gov) or [nscoullar@truro-ma.gov](mailto:nscoullar@truro-ma.gov)

**P A I D**  
chk #713 \$12.50  
6/20/18

RCVD 2018 JUN 20 AM 11:54  
ADMINISTRATIVE OFFICE

TOWN OF TRURO

## 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

John Marksbury, Chair. Friends of the Truro Meeting House

Name of Applicant

PO Box 149, Truro MA 02666

Business/Organization Name

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

John Marksbury



Contact Person

Phone Number

Email

### INDIVIDUAL APPLICANT INFORMATION

Individual's Name

Mailing Address

Phone Number

Email Address

### EVENT INFORMATION

Monday, July 30, 2018

Community Activity

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

Purpose of Event (example: fundraiser)

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

Congregational Meeting House, 3 First Parish Lane, Truro

Event is: ☒ Indoor ☐ Outdoor Event

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

(Please check applicable box)

First Congregational Parish of Truro, 3 First Parish Lane, Truro 508-246-5057

Property Owner Name and Address

Phone number

Seating Capacity: 200

Occupancy Number: 200

NA

Approximate number of people attending 75

Name of Caterer (if applicable)

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

Will an admission fee be collected? ☐ Yes ☒ No

Will there be a One Day Alcohol License ☐ Yes ☒ No

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

Will there be Police Traffic Control? ☐ Yes ☒ No

### ENTERTAINMENT INFORMATION

Type of Entertainment: Please check the appropriate boxes.

Dancing: ☐ By Patron ☐ By Entertainers ☒ No Dancing

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

Number of Musicians & Instruments (Type) 15 Sentimental Journey Band Concert

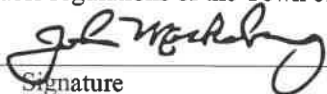
Amplified System: ☒ Yes ☐ No

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

June 20, 2018

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, under MGL 136.
- 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

☐ Fee \$50.00

APPROVAL

License No. \_\_\_\_\_

Board of Selectmen \_\_\_\_\_ Meeting Date \_\_\_\_\_

Police Department  \_\_\_\_\_ Date \_\_\_\_\_

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



# TOWN OF TRURO

## Licensing Department

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Email: [ntudor@truro-ma.gov](mailto:ntudor@truro-ma.gov) or [nscoullar@truro-ma.gov](mailto:nscoullar@truro-ma.gov)

**PAID**  
CHK #713 \$12.50  
6/22/18

RCVD 2018 JUN 20 AM 11:55

ADMINISTRATIVE OFFICE  
TOWN OF TRURO

## 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

John Marksbury, Chair. Friends of the Truro Meeting House

Name of Applicant

Business/Organization Name

PO Box 149, Truro MA 02666

Mailing Address of Business/Organization

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

☒ Yes

☐ No

If yes, proof of Non-profit status must accompany this application

John Marksbury

Contact Person

Phone Number

Email

### INDIVIDUAL APPLICANT INFORMATION

Individual's Name

Mailing Address

Phone Number

Email Address

### EVENT INFORMATION

Tuesday, August 7, 2018

Community Activity

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

Purpose of Event (example: fundraiser)

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

Congregational Meeting House, 3 First Parish Lane, Truro

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

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

First Congregational Parish of Truro, 3 First Parish Lane, Truro

508-246-5057

Property Owner Name and Address

Phone number

Seating Capacity: 200

Occupancy Number: 200

NA

Approximate number of people attending 75

Name of Caterer (if applicable)

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

Will an admission fee be collected? ☐ Yes ☒ No

Will there be a One Day Alcohol License ☐ Yes ☒ No

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

Will there be Police Traffic Control? ☐ Yes ☒ No

### ENTERTAINMENT INFORMATION

**Type of Entertainment:** Please check the appropriate boxes.

**Dancing:** ☒ By Patron ☐ By Entertainers ☐ No Dancing

**Music:** ☐ Recorded ☐ Juke Box ☒ Live ☐ No Music  
3-4 Members, New Beach Band Concert

Number of Musicians & Instruments (Type) \_\_\_\_\_

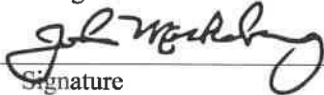
Amplified System: ☒ Yes ☐ No

**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

June 20, 2018

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, under MGL 136.
- 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

☐ Fee \$50.00

**APPROVAL**

License No. \_\_\_\_\_

Board of Selectmen \_\_\_\_\_ Meeting Date \_\_\_\_\_

Police Department  \_\_\_\_\_ Date \_\_\_\_\_

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. 110 or 124 Fax: 508-349-5505

Email: [ntudor@truro-ma.gov](mailto:ntudor@truro-ma.gov) or [nscoullar@truro-ma.gov](mailto:nscoullar@truro-ma.gov)

**PAID**  
CHK # 713 \$12.50  
6/22/18

## 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

John Marksbury, Chair.

Friends of the Truro Meeting House

Name of Applicant

Business/Organization Name

PO Box 149, Truro MA 02666

Mailing Address of Business/Organization

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



Yes



No

If yes, proof of Non-profit status must accompany this application

John Marksbury

Contact Person

Phone Number

Email

### INDIVIDUAL APPLICANT INFORMATION

Individual's Name

Mailing Address

RECD 2018 JUN 20 PM 4:57  
ADMINISTRATIVE OFFICE

Phone Number

Email Address

TOWN OF TRURO

### EVENT INFORMATION

Saturday, August 18, 2018

Community Activity

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

Purpose of Event (example: fundraiser)

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

Congregational Meeting House, 3 First Parish Lane, Truro

Event is: ☒ Indoor ☐ Outdoor Event

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

(Please check applicable box)

First Congregational Parish of Truro, 3 First Parish Lane, Truro

508-246-5057

Property Owner Name and Address

Phone number

Seating Capacity: 200

Occupancy Number: 200

NA

Approximate number of people attending 75

Name of Caterer (if applicable)

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

Will an admission fee be collected? ☐ Yes ☒ No

Will there be a One Day Alcohol License ☐ Yes ☒ No

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

Will there be Police Traffic Control? ☐ Yes ☒ No

### ENTERTAINMENT INFORMATION

**Type of Entertainment:** Please check the appropriate boxes.

**Dancing:** ☐ By Patron ☐ By Entertainers ☒ No Dancing

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

1-2 Cellists for Cello Recital

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.



June 20, 2018

Signature

Date

- A valid entertainment license must be on the premises before the entertainment is commenced.
- No entertainment shall be offered, conducted, or otherwise provided by any establishment licensed under MGL Chapter 140 without first obtaining an entertainment license from the Board of Selectmen.
- Sunday entertainment must be specifically requested and addressed in the permitting process, under MGL 136.
- 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

☐ Fee \$50.00

**APPROVAL**

License No. \_\_\_\_\_

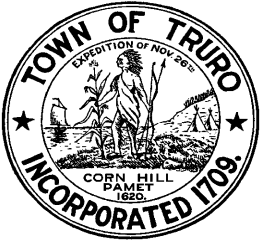
Board of Selectmen \_\_\_\_\_

Meeting Date \_\_\_\_\_

Police Department \_\_\_\_\_

Date \_\_\_\_\_

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



# TOWN OF TRURO

## Board of Selectmen Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Noelle Scoullar, Executive Assistant, on behalf of Francie Randolph of Sustainable Cape

**REQUESTED MEETING DATE:** July 10, 2018

**ITEM:** Application for Sunday Entertainment License

**EXPLANATION:** Sustainable Cape has submitted their application for an entertainment license (and the Commonwealth of Massachusetts application for public entertainment on Sunday) for the Truro Agricultural Fair being held on Sunday, September 2, 2018 from 7:00am-5:00pm. The fair will be held in the usual locations, however, there is no stage in Snow's Park and a portable PA system will be used. The area used in Snow's Park will be totally dependent on the conditions related to flooding.

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

**IMPACT IF NOT APPROVED:** The Truro Agricultural Fair will not have entertainment.

**SUGGESTED ACTION:** *MOTION TO approve the Entertainment License for Sustainable Cape and to authorize the Chair to sign The Commonwealth of Massachusetts license for public entertainment on Sunday.*

**ATTACHMENTS:**

1. Application for an Entertainment License, the Commonwealth of Massachusetts License for Public Entertainment on Sunday, 2018 Ag Fair Map, Certificate of Liability Insurance.



# TOWN OF TRURO

## Licensing Department

PO Box 2030, Truro, MA 02666

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

Email: [ntudor@truro-ma.gov](mailto:ntudor@truro-ma.gov) or [nscoullar@truro-ma.gov](mailto:nscoullar@truro-ma.gov)

Official Use Only

Permit No. \_\_\_\_\_

### Application for an Entertainment License

☐ Weekday

☒ Sunday

Ag Fair  
CHK 1903 #12.50  
5/11/18

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

#### BUSINESS/ORGANIZATION INFORMATION

Francie Randolph  
Name of Applicant

Sustainable CAPE  
Business/Organization Name

PO Box 988 Truro, MA 02666  
Mailing Address of Business/Organization

RCVD 2018MAY1 am11:22

ADMINISTRATIVE OFFICE

TOWN OF TRURO

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

☒ Yes

☐ No

If yes, proof of 501c3 must accompany this application

Francie Randolph  
Contact Person

[REDACTED]  
Phone Number

info@sustainablecape.org  
Email

#### INDIVIDUAL APPLICANT INFORMATION

P.F. RANDOLPH  
Individual's Name

PO Box 988 Truro  
Mailing Address

[REDACTED]  
Phone Number

info@sustainablecape.org  
Email Address

#### EVENT INFORMATION

Sunday, September 2, 2018  
Day (s)/Date (s) of Event for License to be issued

Truro Agricultural Fair  
Purpose of Event (example: fundraiser)

Hours of Event (from - to) 7 AM - 5 PM

Snow's Park / Truro Green  
Location (Must provide facility name, if any, street number and name)

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

Town of Truro  
Property Owner Name and Address

Phone number

Seating Capacity: \_\_\_\_\_

Occupancy Number: \_\_\_\_\_

Name of Caterer (if applicable)

Approximate number of people attending 3000-5000

*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 8-mixed instruments

Amplified System: ☒ Yes ☐ No

**Shows:** ☐ Theater ☐ Movies ☐ Floor Show ☐ Light Show  
☒ No Show

**Other:** ☐ Video Games ☐ Pool/Billiard Tables (Please indicate quantity) \_\_\_\_\_

### Applicant's Signature

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

Signature [Signature]

Date 4/25/18

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

### Office Use Only

#### APPROVAL

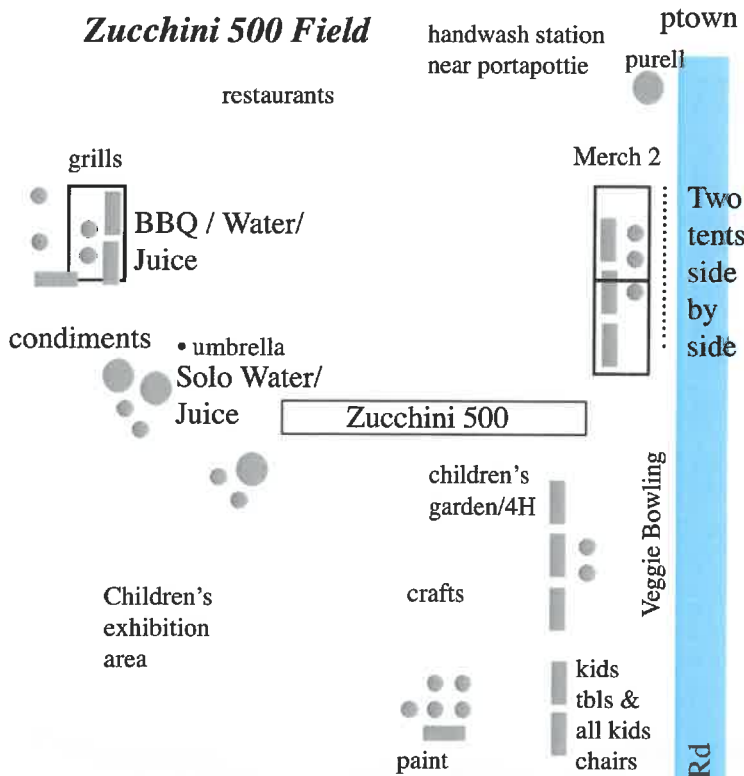
Permit No. \_\_\_\_\_

Board of Selectmen \_\_\_\_\_ Meeting Date \_\_\_\_\_

Police Department [Signature] Date 5/4/18

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

## Zucchini 500 Field



### To Z500/Rest. Field:

- 10 6' tables
- 2 kids tpls & all kids chairs (library) POST OFFICE
- 3 round tpls
- 16 chairs (library)
- 3 tents & 1 umbrella

### To Main Field:

- 21 6' tables
- 1 round tbl
- 19 chairs
- 2 umbrellas
- 4 Tents

### To Barnyard Field:

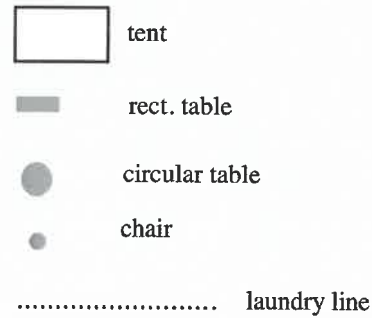
- 1 6' tables
- 2 round tables
- 13 chairs
- 1 umbrella
- 2 Tents

### TOTAL

- 32 6'tables
- 2 kids tables & all chairs
- 6 round tables
- 48 chairs
- 4 umbrellas

## 2018 Ag Fair Map

### KEY



wellfleet



# CERTIFICATE OF LIABILITY INSURANCE

SUSTA-2

OP ID: LS

DATE (MM/DD/YYYY)

07/17/2017

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).

<b>PRODUCER</b> Pro Insur, Inc. dba Campbell Risk Management 9595 Whitley Drive, Suite 204 Indianapolis, IN 46240 Larry Spilker ext 203	<b>CONTACT NAME:</b> Larry Spilker ext. 203	
	<b>PHONE (A/C, No, Ext):</b> 317-848-9075 <b>FAX (A/C, No):</b> 317-848-9093	
	<b>E-MAIL ADDRESS:</b> lspilker@campbellrisk.com	
<b>INSURED</b> <b>Sustainable CAPE</b> <b>Center for Agricultural</b> <b>Preservation &amp; Education</b> <b>PO Box 1004</b> <b>Truro, MA 02666</b>	<b>INSURER(S) AFFORDING COVERAGE</b>	<b>NAIC #</b>
	<b>INSURER A:</b> Capitol Indemnity Corporation	10472
	<b>INSURER B:</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

**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 INSR WYD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>GENERAL LIABILITY</b>	X	[REDACTED]	06/15/2017	06/15/2018	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					MED EXP (Any one person) \$ 5,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					PERSONAL & ADV INJURY \$ 1,000,000
	<b>AUTOMOBILE LIABILITY</b>					GENERAL AGGREGATE \$ 2,000,000
	<input type="checkbox"/> ANY AUTO					PRODUCTS - COMP/OP AGG \$ 2,000,000
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS				
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS				
	<b>UMBRELLA LIAB</b>	<input type="checkbox"/> OCCUR				COMBINED SINGLE LIMIT (Ea accident) \$
	<b>EXCESS LIAB</b>	<input type="checkbox"/> CLAIMS-MADE				BODILY INJURY (Per person) \$
	<b>DED</b>	<b>RETENTION \$</b>				BODILY INJURY (Per accident) \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>	<input type="checkbox"/> Y/N				PROPERTY DAMAGE (PER ACCIDENT) \$
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> N/A				
	If yes, describe under DESCRIPTION OF OPERATIONS below					

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

The Town of Truro, is an additional Insured.

RCVD 2018MAY15 PM04:47

ADMINISTRATIVE OFFICE

TOWN OF TRURO

**CERTIFICATE HOLDER****CANCELLATION**

TWNTRUR

Town of Truro  
24 Town Hall Road  
Truro, MA 02666

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

State Fee, \$ 5.00  
Municipal Fee, \$ 12.50

THE COMMONWEALTH OF MASSACHUSETTS

Town OF Truro



LICENSE

For

PUBLIC ENTERTAINMENT ON SUNDAY

The Name of the Establishment is Sustainable CAPE in or on the property at No. Parnet Park/Veteran's Memorial Park + Snow's Field /Truro Green (address)

The Licensee or Authorized representative, Francie Randolph in

accordance with chapter 136 of the General Laws, as amended, hereby request a license for the following program or entertainment:

DATE	TIME	Proposed dancing or game, sport, fair, exposition, play, entertainment or public diversion
9/2/18	7AM-5PM	Truro Agricultural Fair

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

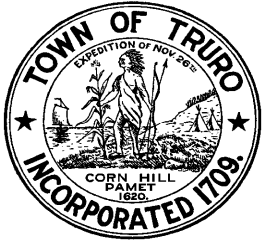
**Fees per occurrence (Individual Sunday(s)): Regular Hours (Sunday 1:00pm – Midnight): \$2.00 Special Hours (Sunday 12:00 am- Midnight): \$5.00. Annual Fee (For Operating on every Sunday in calendar year): Regular Hours (Sunday 1:00pm – Midnight): \$50.00 Special Hours (Sunday 12:00 am- Midnight): \$100.00**

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

Do not write in this box

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

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



# TOWN OF TRURO

## Board of Selectmen Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Noelle Scoullar, Executive Assistant

**REQUESTED MEETING DATE:** July 10, 2018

**ITEM:** Application to Serve

**EXPLANATION:** Frederick Todd, current member of the Zoning Board of Appeals, has submitted his application to be re-appointed to the Zoning Board of Appeals for a five-year term. All forms/paperwork are up-to-date.

Stephen Wisbauer, Shellfish Advisory Committee, has submitted his application to be re-appointed to the Shellfish Advisory Committee as an Alternate for a one-year term. All forms/paperwork are up-to-date.

Deborah McCutcheon, Chair of the Conservation Commission, has submitted her application to be re-appointed to the Conservation Commission for a three-year term. All forms/paperwork are up-to-date.

Bonnie Sollog, current member of the Community Preservation Committee, has submitted her application to be re-appointed to the Community Preservation Committee for a three-year term. All forms/paperwork are up-to-date.

Mark Peters, current member of the Board of Health, has submitted his application to be re-appointed to the Board of Health for a three-year term. All forms/paperwork are up-to-date.

Fran Johnson, current member of the Beach Commission, has submitted his application to be re-appointed to the Beach Commission for a three-year term. All forms/paperwork are up-to-date.

John Thomas has submitted his application to Serve as Truro's Constable to be re-appointed to as Truro's Constable for a three-year term. All forms/paperwork are up-to-date.

Barbara Wood submitted her application to be re-appointed as Taxation Aid Committee for a three-year term. All forms/paperwork are up-to-date.

Matthew Kiefer, current member of the Historic Commission has submitted his application to be re-appointed to the Historic Commission for a three-year term. All forms/paperwork are up-to-date.

Dana Pazolt, current member of the Shellfish Advisory Committee has submitted his application to be re-appointed to the Shellfish Advisory Committee for a three-year term. All forms/paperwork are up-to-date.

Scott Lindell, current member of the Shellfish Advisory Committee has submitted his application to be re-appointed to the Shellfish Advisory Committee for a three-year term. All forms/paperwork are up-to-date.

Peter Van Stratum, current member of the Board of Health, has submitted his application to be re-appointed to the Board of Health for a three-year term. All forms/paperwork are up-to-date.

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

**IMPACT IF NOT APPROVED:** Applicants will not be able to serve on the Board, Commission or Committee they have applied to.

**SUGGESTED ACTION:**

*MOTION TO appoint Fred Todd to the Zoning Board of Appeals for a five-year term, expiring on June 30, 2023.*

*MOTION TO appoint Stephen Wisbauer to the Shellfish Advisory Committee as an Alternate for a one-year term, expiring on June 30, 2019.*

*MOTION TO appoint Deborah McCutcheon to the Conservation Commission for a three-year term, expiring on June 30, 2021.*

*MOTION TO appoint Bonnie Sollog to the Community Preservation Committee for a three-year term, expiring on June 30, 2021.*

*MOTION TO appoint Mark Peters to the Board of Health for a three-year term, expiring on June 30, 2021.*

*MOTION TO appoint Fran Johnson to the Beach Commission for a three-year term, expiring on June 30, 2021.*

*MOTION TO appoint John Thomas to the Truro Constable for a three-year term, expiring on June 30, 2021.*

*MOTION TO appoint Barbara Wood to the Taxation Aid Committee for a three-year term, expiring on June 30, 2021.*

*MOTION TO appoint Matthew Kiefer to the Historic Commission for a three-year term, expiring on June 30, 2021.*

*MOTION TO appoint Dana Pazolt to the Shellfish Advisory Committee for a three-year term, expiring on June 30, 2021.*

*MOTION TO appoint Scott Lindell to the Shellfish Advisory Committee for a three-year term, expiring on June 30, 2021.*

*MOTION TO appoint Peter Van Stratum to the Board of Health for a three-year term, expiring on June 30, 2021.*

**ATTACHMENTS:**

1. Reappointment Board/Committee/Commission Membership Checklist
2. Application to Serve-Fred Todd, along with approval from Chair Bertram Perkel
3. Application to Serve-Stephen Wisbauer, along with approval from Chair Lindell
4. Application to Serve-Deborah McCutcheon
5. Application to Serve – Bonnie Sollog
6. Application to Serve – Mark Peters
7. Application to Serve – Fran Johnson
8. Application to Serve – John Thomas
9. Application to Serve – Barbara Wood
10. Application to Serve – Matthew Kiefer
11. Application to Serve – Dana Pazolt
12. Application to Serve – Scott Lindell
13. Application to Serve- Peter Van Stratum





# TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

**Office of the Board of Selectmen**

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

## Committees/Commissions/Board Members Seeking Reappointment

Committee/Commission/Board Name: Frederick Todd

Committee/Commission/Board Member Name: Zoning Board of Appeals

Length of term: **5 Year Term**

Chair's endorsement of reappointment ☒

Standards of Professional Conduct signed ☒

On-Line Ethics Training Completed *Certificates good for 2 years* ☒

Signed Acknowledgment/Summary of Conflict of Interest Law ☒

Sexual Harassment Board of Selectmen Policy #19 ☒

Committee/Commission/Board Name: Stephen Wisbauer

Committee/Commission/Board Member Name: Shellfish Advisory Committee

Length of term: **Alternate, One-year Term**

Chair's endorsement of reappointment ☒

Standards of Professional Conduct signed ☒

On-Line Ethics Training Completed *Certificates good for 2 years* ☒

Signed Acknowledgment/Summary of Conflict of Interest Law ☒

Sexual Harassment Board of Selectmen Policy #19 ☒

Committee/Commission/Board Name: Scott Lindell, Chair

Committee/Commission/Board Member Name: Shellfish Advisory Committee

Length of term: **Three-year term**

Chair's endorsement of reappointment ☐ n/a

Standards of Professional Conduct signed ☒

On-Line Ethics Training Completed *Certificates good for 2 years* ☒

Signed Acknowledgment/Summary of Conflict of Interest Law ☒

Sexual Harassment Board of Selectmen Policy #19 ☒



Committee/Commission/Board Name: Deborah McCutcheon, Chair  
Committee/Commission/Board Member Name: Conservation Commission  
Length of term: **3 Year Term**  
Chair's endorsement of reappointment ☐ n/a  
Standards of Professional Conduct signed ☒  
On-Line Ethics Training Completed *Certificates good for 2 years* ☒  
Signed Acknowledgment/Summary of Conflict of Interest Law ☒  
Sexual Harassment Board of Selectmen Policy #19 ☒

Committee/Commission/Board Name: Bonnie Sollog  
Committee/Commission/Board Member Name: Community Preservation Committee  
Length of term: **3 Year Term**  
Chair's endorsement of reappointment ☒  
Standards of Professional Conduct signed ☒  
On-Line Ethics Training Completed *Certificates good for 2 years* ☒  
Signed Acknowledgment/Summary of Conflict of Interest Law ☒  
Sexual Harassment Board of Selectmen Policy #19 ☒

Committee/Commission/Board Name: Mark Peters  
Committee/Commission/Board Member Name: Board of Health  
Length of term: **3 Year Term**  
Chair's endorsement of reappointment \*☐ \*Chair declined approval  
Standards of Professional Conduct signed ☒  
On-Line Ethics Training Completed *Certificates good for 2 years* ☒  
Signed Acknowledgment/Summary of Conflict of Interest Law ☒  
Sexual Harassment Board of Selectmen Policy #19 ☒

Committee/Commission/Board Name: Peter Van Stratum  
Committee/Commission/Board Member Name: Board of Health  
Length of term: **3 Year Term**  
Chair's endorsement of reappointment \*☐ \*Chair declined approval  
Standards of Professional Conduct signed ☒  
On-Line Ethics Training Completed *Certificates good for 2 years* ☒  
Signed Acknowledgment/Summary of Conflict of Interest Law ☒  
Sexual Harassment Board of Selectmen Policy #19 ☒

Committee/Commission/Board Name: Fran Johnson  
Committee/Commission/Board Member Name: Beach Commission  
Length of term: **3 Year Term**  
Chair's endorsement of reappointment ☒  
Standards of Professional Conduct signed ☒  
On-Line Ethics Training Completed *Certificates good for 2 years* ☒  
Signed Acknowledgment/Summary of Conflict of Interest Law ☒  
Sexual Harassment Board of Selectmen Policy #19 ☒

Committee/Commission/Board Name: John Thomas  
Committee/Commission/Board Member Name: Constable  
Length of term: **3 Year Term**  
Chair's endorsement of reappointment ☐ n/a  
Standards of Professional Conduct signed ☒  
On-Line Ethics Training Completed *Certificates good for 2 years* ☒  
Signed Acknowledgment/Summary of Conflict of Interest Law ☒  
Sexual Harassment Board of Selectmen Policy #19 ☒

Committee/Commission/Board Name: Barbara Wood  
Committee/Commission/Board Member Name: Taxation Aid Committee  
Length of term: **3 Year Term**  
Chair's endorsement of reappointment ☒  
Standards of Professional Conduct signed ☒  
On-Line Ethics Training Completed *Certificates good for 2 years* ☒  
Signed Acknowledgment/Summary of Conflict of Interest Law ☒  
Sexual Harassment Board of Selectmen Policy #19 ☒

Committee/Commission/Board Name: Matthew Kiefer, Chair  
Committee/Commission/Board Member Name: Historic Commission  
Length of term: **3 Year Term**  
Chair's endorsement of reappointment ☐ n/a  
Standards of Professional Conduct signed ☒  
On-Line Ethics Training Completed *Certificates good for 2 years* ☒  
Signed Acknowledgment/Summary of Conflict of Interest Law ☒  
Sexual Harassment Board of Selectmen Policy #19 ☒

Committee/Commission/Board Name: Dana Pazolt

Committee/Commission/Board Member Name: Shellfish Advisory Committee

Length of term: **3 Year Term**

Chair's endorsement of reappointment ☒

Standards of Professional Conduct signed ☒

On-Line Ethics Training Completed *Certificates good for 2 years* ☒

Signed Acknowledgment/Summary of Conflict of Interest Law ☒

Sexual Harassment Board of Selectmen Policy #19 ☒



# 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: Frederick Todd HOME TELEPHONE: [REDACTED]

ADDRESS: po 625 WORK PHONE: [REDACTED]

MAILING ADDRESS: 18 Castle Rd. E-MAIL: [REDACTED]

FAX: \_\_\_\_\_ MULTI-MEMBER BODY ON WHICH I WISH TO SERVE: ZBA

SPECIAL QUALIFICATIONS OR INTEREST: past service; training & experience in town planning.

COMMENTS: have attended additional training workshops/sessions as available.

RCVD 2018 JUN 12 AM 10:59  
ADMINISTRATIVE OFFICE

TOWN OF TRURO

SIGNATURE: [Signature] DATE: 6.11.18  
\*\*\*\*\*

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

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

INTERVIEW DATE: \_\_\_\_\_ APPOINTMENT DATE (IF APPLICABLE): \_\_\_\_\_

## **Noelle Scoullar**

---

**From:** Comcast [REDACTED]  
**Sent:** Tuesday, June 12, 2018 5:32 PM  
**To:** Noelle Scoullar  
**Subject:** Re: Application to be reappointed to ZBA-Fred Todd

Hi Noelle,  
I strongly endorse Fred's reappointment. Please let me know when it reaches the agenda. I would like to be there when it is considered.

Buddy

On Jun 12, 2018, at 11:03 AM, Noelle Scoullar <[nscoullar@truro-ma.gov](mailto:nscoullar@truro-ma.gov)> wrote:

Hi Buddy!

Attached is Fred Todd's application to be re-appointed to the ZBA for another term.  
If you could respond to this email with your approval, I will place this on the next available BOS agenda.

Thanks!  
Noelle

**From:** [scans@smtp.truro-ma.gov](mailto:scans@smtp.truro-ma.gov) [<mailto:scans@smtp.truro-ma.gov>]  
**Sent:** Tuesday, June 12, 2018 10:08 AM  
**To:** Noelle Scoullar  
**Subject:** Message from Mail Room KM\_C458

<SMail Room 18061210070.pdf>

# 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: STEPHEN WISBAUER HOME TELEPHONE: ADDRESS: PO Box 123 / 4 DEER PATH WORK PHONE: SAMEMAILING ADDRESS: PO Box 123 E-MAIL: FAX:                      MULTI-MEMBER BODY ON WHICH I WISH TO SERVE:                     SHELLFISH (SAC)SPECIAL QUALIFICATIONS OR INTEREST:                     ON COMMITTEE (RENEWAL)COMMENTS:                     

RCVD 2018 JUN 12 AM 9:35

ADMINISTRATIVE OFFICE

TOWN OF TRURO

SIGNATURE:  DATE: 6/8/18

\*\*\*\*\*

COMMENT/RECOMENDATION OF CHAIRPERSON OF MULTI-MEMBER BODY (OPTIONAL)                     SIGNATURE:                      DATE:                     INTERVIEW DATE:                      APPOINTMENT DATE (IF  
APPLICABLE):

## Noelle Scoullar

---

**From:** [REDACTED]  
**Sent:** Tuesday, June 12, 2018 11:13 AM  
**To:** Noelle Scoullar  
**Cc:** Nicole Tudor  
**Subject:** Re: Reappointment to SAC-Steve Wisbauer

I approve!

Sorry I haven't gotten around to my own appointment. Its on the list.

Scott

On 6/12/18 9:46 AM, Noelle Scoullar wrote:

Good Morning Scott!

Steve Wisbauer has submitted his application to be re-appointed to the SAC Could you respond with your approval to this email?

Thank you!  
Noelle

**From:** [scans@smtp.truro-ma.gov](mailto:scans@smtp.truro-ma.gov) [<mailto:scans@smtp.truro-ma.gov>]  
**Sent:** Tuesday, June 12, 2018 8:44 AM  
**To:** Noelle Scoullar  
**Subject:** Message from Mail Room KM\_C458



# 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: Deborah L. McCutcheon HOME TELEPHONE: [REDACTED]ADDRESS: 31 High View Lane WORK PHONE: retiredMAILING ADDRESS: Box 2002 Truro 02666 E-MAIL: [REDACTED]FAX: n/a MULTI-MEMBER BODY ON WHICH I WISH TO SERVE: \_\_\_\_\_Conservation Commission

SPECIAL QUALIFICATIONS OR INTEREST: have served on cons com for more than 12 years and have learned the statute and regulations and their interpretation; I am presently the longest serving member and have the best institutional memory

COMMENTS: I have worked well with other members and am prepared to work with all members to achieve ~~an~~ a consensus interpretation and application of our act and regulations.

SIGNATURE: Deborah L. McCutcheon DATE: 5/5/2018

\*\*\*\*\*

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

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

INTERVIEW DATE: \_\_\_\_\_ APPOINTMENT DATE (IF APPLICABLE): \_\_\_\_\_



Noelle

To Bc

Good

Good

Your t  
applic  
Summ:I also  
informThank  
Noelle

# 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

### Details

Name Application to Serve.pdf

Size 127 KB

Identified BONNIE SOLLOG

NAME: Bonnie J Sollog HOME TELEPHONE: [REDACTED]  
 ADDRESS: 13 Fishermans WORK PHONE: [REDACTED]  
 MAILING ADDRESS: PO 389 N Truro E-MAIL: [REDACTED]  
 FAX: \_\_\_\_\_ MULTI-MEMBER BODY ON WHICH I WISH TO SERVE: Comm. Preservation

### SPECIAL QUALIFICATIONS OR INTEREST:

in the work of the  
its fair approach  
projects that come

I believe  
CPC and  
to all the  
before us.

### COMMENTS:

I consider it a  
to be a member of this committee,  
and I would like  
working for the best  
the town of Truro

privilege  
to continue  
interest of

### SIGNATURE:

Bonnie J Sollog DATE: 6/4/18

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

Ms. Sollog is always well-prepared for  
meetings and careful to articulate fair basis

### SIGNATURE:

Donna L. Melillo DATE: 6/18/2018

INTERVIEW DATE: \_\_\_\_\_ APPOINTMENT DATE (IF  
APPLICABLE): \_\_\_\_\_

for her decisions. I recommend her renewal.

TOWN OF TRURO



# 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: MARK N. PETERS HOME TELEPHONE: [REDACTED]

ADDRESS: 5 Shore Rd. N. Truro, MA. WORK PHONE: SAA

MAILING ADDRESS: Box 734, N. TRURO 02652 E-MAIL: \_\_\_\_\_

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

Board of Health

SPECIAL QUALIFICATIONS OR INTEREST: Current member of Water Resources Oversight Comm. Former member of the Board of Selectmen. Victim of the largest gas spill in Cape Cod history.

COMMENTS: Being a long term resident, I have become very aware of the need for preserving the factors that affect our natural environment which naturally control the health of our citizens and visitors.

SIGNATURE: Mark N. Peters DATE: June 18, 2018  
\*\*\*\*\*

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

RCVD 2018 JUN 18 PM 2:51

ADMINISTRATIVE OFFICE

TOWN OF TRURO

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

INTERVIEW DATE: \_\_\_\_\_ APPOINTMENT DATE (IF APPLICABLE): \_\_\_\_\_



T

RO

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

NAME: FRAN JOHNSON HOME TELEPHONE: [REDACTED]  
ADDRESS: 14 Moses WORK PHONE:                       
MAILING ADDRESS: Po Box 405 E-MAIL:                       
FAX:                      MULTI-MEMBER BODY ON WHICH I WISH TO SERVE: Beach Com.

**SPECIAL QUALIFICATIONS OR INTEREST:**

**COMMENTS:**

**SIGNATURE:**

DATE: \_\_\_\_\_

COMMENT/RECOMMENDATION OF CHAIRPERSON OF MULTI-MEMBER BODY (OPTIONAL).

**SIGNATURE: \**

DATE: \_\_\_\_\_

**INTERVIEW DATE:**  
**APPLICABLE):**\_\_\_\_\_

**APPOINTMENT DATE (IF**

## Noelle Scoullar

---

**From:** Eliza Harned <[REDACTED]>  
**Sent:** Tuesday, June 19, 2018 4:27 PM  
**To:** Noelle Scoullar  
**Subject:** Re: FW: Fran Johnson-Reappointment to Beach commission

Sorry to be late. Fran is a great member of the beach commission always has great ideas. I would like to have him reappointed.

Thanks  
Eliza

On Tue, Jun 12, 2018 at 11:06 AM, Noelle Scoullar <[nscoullar@truro-ma.gov](mailto:nscoullar@truro-ma.gov)> wrote:

Hi Eliza,

I need to get Fran's application on the next BOS agenda. Please respond to this application to serve.

Thank you!

Noelle

---

**From:** Noelle Scoullar  
**Sent:** Monday, June 04, 2018 11:13 AM  
**To:** Eliza Harned/Beach Commission  
**Cc:** Nicole Tudor  
**Subject:** Fran Johnson-Reappointment to Beach commission

Hi Eliza,

Please either comment on the attached appointment slip or via this email, comments and approval of Fran Johnson's reappointment to the Beach Commission.

Thank you!

Noelle



# 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: John J. Thomas HOME TELEPHONE: [REDACTED]

ADDRESS: 5 Alden Way, Truro, MA WORK PHONE: [REDACTED]

MAILING ADDRESS: PO Box 176 Truro, MA 02666 E-MAIL: [REDACTED]

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

Constable

SPECIAL QUALIFICATIONS OR INTEREST: Police Officer for 36 Years  
Constable for approximately 15 years.

COMMENTS: I am requesting reappointment to the position of Constable for  
the Town of Truro. This is a non paying position in which I use my own  
vehicle for the posting of various town documents throughout the year.

SIGNATURE: \_\_\_\_\_

DATE: April 30, 2018

\*\*\*\*\*

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

RCVD 2018JUN1 PM2:53

ADMINISTRATIVE OFFICE

TOWN OF TRURO

SIGNATURE: \_\_\_\_\_

INTERVIEW DATE:  
APPLICABLE):

APPOINTMENT DATE (IF

RCVD 2018 JUN 7 PM 2:56  
ADMINISTRATIVE OFFICE  
TOWN OF TRURO



# 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: Barbara B. Wood HOME TELEPHONE: [REDACTED]  
ADDRESS: 6 Corn Hill Landing WORK PHONE: [REDACTED]  
MAILING ADDRESS: PO Box 2005 E-MAIL: [REDACTED]  
FAX: \_\_\_\_\_ MULTI-MEMBER BODY ON WHICH I WISH TO SERVE: \_\_\_\_\_  
Taxation Aid Committee

### SPECIAL QUALIFICATIONS OR INTEREST:

Have served on this committee for two terms and feel experience has made me a better member.

### COMMENTS:

SIGNATURE: [Signature] DATE: June 6, 2018

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

It is without reservation that I genuinely support Barbara Wood's welcome application to continue her valuable membership on the Taxation Aid Committee. Barbara's past experience on the T.A.C. her ability to work well with the other Committee members and her acute administration and analytical skills are an enormous benefit and support to the other members of the committee.

SIGNATURE: [Signature] DATE: 6/12/18

INTERVIEW DATE: \_\_\_\_\_ APPOINTMENT DATE (IF  
APPLICABLE): \_\_\_\_\_

RCVD 2018 JUN 13 PM 1:18  
ADMINISTRATIVE OFFICE  
TOWN OF TRURO



# 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: Matthew J. Kiefer HOME TELEPHONE: [REDACTED]

ADDRESS: 7 Cerina Road, Jamaica Plain, MA 02130 WORK PHONE: [REDACTED]

MAILING ADDRESS: Goulston & Storrs, 400 Atlantic Avenue, Boston, MA 02110 E-MAIL: [REDACTED]

FAX: 617-574-4112 MULTI-MEMBER BODY ON WHICH I WISH TO SERVE:

Truro Historical Commission

SPECIAL QUALIFICATIONS OR INTEREST: I have a long-standing interest in historic preservation and significant personal and professional experience, including serving on Boston's Community Preservation Committee and, since 2000, on the Truro Historical Commission, which I currently chair.

COMMENTS: I have a deep interest in Truro's heritage and would be honored to serve another term on the Historical Commission.

SIGNATURE: [Signature] DATE: 12 June 2018  
\*\*\*\*\*

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

SIGNATURE:  DATE:

INTERVIEW DATE:  APPOINTMENT DATE (IF APPLICABLE):





# TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

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

## APPLICATION TO SERVE ON AN APPOINTED MULTI-MEMBER BODY

NAME: DANA PAZOL HOME TELEPHONE: [REDACTED]

ADDRESS: Box 126 643 Shore Rd WORK PHONE: \_\_\_\_\_

MAILING ADDRESS: ✓ E-MAIL: \_\_\_\_\_

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

Shellfish Committee

SPECIAL QUALIFICATIONS OR INTEREST: Trump Supporter

COMMENTS: Annual Reappointment

SIGNATURE: Dana Pazol DATE: June 12, 2018  
\*\*\*\*\*

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

SIGNATURE: Dana Pazol DATE: June 12, 2018

INTERVIEW DATE: \_\_\_\_\_ APPOINTMENT DATE (IF APPLICABLE): \_\_\_\_\_



# TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

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

## APPLICATION TO SERVE ON AN APPOINTED MULTI-MEMBER BODY

NAME: Scott Lindell HOME TELEPHONE: \_\_\_\_\_

ADDRESS: 3 Corn Hill Path WORK PHONE: [REDACTED]

MAILING ADDRESS: 15 Lantern Lane, Falmouth MA 02540 E-MAIL: [REDACTED]

FAX: \_\_\_\_\_ MULTI-MEMBER BODY ON WHICH I WISH TO SERVE: Shellfish Advisory Committee

SPECIAL QUALIFICATIONS OR INTEREST: Marine Biologist - 30+ years  
Aquaculture Research Specialist, Woods Hole Oceanographic  
Institution. Past and current chair of Truro SAC

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SIGNATURE: [Signature] DATE: 6/20/18  
\*\*\*\*\*

COMMENT/RECOMENDATION OF CHAIRPERSON OF MULTI-MEMBER BODY (OPTIONAL) cm443

ADMINISTRATIVE OFFICE

TOWN OF TRURO

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

INTERVIEW DATE: \_\_\_\_\_ APPOINTMENT DATE (IF  
APPLICABLE): \_\_\_\_\_



# TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

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

## APPLICATION TO SERVE ON AN APPOINTED MULTI-MEMBER BODY

NAME: Peter Van Stratum HOME TELEPHONE: [REDACTED]

ADDRESS: \_\_\_\_\_ WORK PHONE : \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

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

Reappoint to Board of Health

SPECIAL QUALIFICATIONS OR INTEREST: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

COMMENTS: \_\_\_\_\_

RCVD 2018 JUL 5 AM 3:00  
ADMINISTRATIVE OFFICE  
TOWN OF TRURO

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

SIGNATURE: [Signature] DATE: 7/3/18

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

\_\_\_\_\_

\_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

INTERVIEW DATE: \_\_\_\_\_ APPOINTMENT DATE (IF

APPLICABLE): \_\_\_\_\_



# TOWN OF TRURO

## Board of Selectmen Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Vice-Chair Maureen Burgess

**REQUESTED MEETING DATE:** July 10, 2018

**ITEM:** Review and Sign Letter Supporting House Bill # 2472 Regarding Emergency Plans for Unique Geographical Locations

**EXPLANATION:** The House Bill # 2472 Regarding Emergency Plans for Unique Geographical Locations will amend Section 5K of Chapter 111 of the General laws. This Bill would require predetermined protective action plans including sheltering and evacuation details for vulnerable geographic locations. The Cape is a vulnerable geographical location, and is outside of the 10 mile emergency planning zone of the Pilgrim Nuclear Power Station in Plymouth and could potentially receive a radiological plume. This Bill would help create adequate shelters for our citizens and tourists.

**SUGGESTED ACTION:** *MOTION TO approve and sign the Letter Supporting House Bill # 2472*

**ATTACHMENTS:**

1. Letter Supporting House Bill # 2472 Regarding Emergency Plans for Unique Geographical Locations

Truro Board of Selectmen  
Truro Town Hall

July 10, 2018

Joint Committee on Ways and Means Chairs  
24 Beacon Street  
Boston, MA 02133  
Senator Karen E. Spilka  
Representative Jeffrey Sanchez

Dear Chairs,

We, the members of the Truro Board of Selectmen write to support bill H.2472 (Rep. Peake) **Emergency plans for unique geographical locations**. This bill amends section 5K of chapter 111 of the General Laws, as appearing in the 2014 official edition. Our citizens and visitors are in a unique geographic location. We will be blocked from leaving the Cape in the event of radiological accident at the Pilgrim Nuclear Power Station in Plymouth. Instead we will be required to shelter in place. We do not have adequate shelters for a citizens or tourists.

As you know the Nuclear Regulatory Commission requires a plume exposure emergency planning zone within a ten mile radius of a nuclear power plant. We fall outside the 10 mile zone, but might well receive a radiological plume. Should we attempt to evacuate, our only route would bring us closer to the power station.

Therefore, we urge your committee to support this bill which would require predetermined protective action plans, including sheltering and evacuation details, for vulnerable geographic locations such as Cape Cod.

Respectfully,

---

Robert Weinstein, Chair

---

Maureen Burgess, Vice-Chair

---

Jan Worthington, Clerk

---

Kristen Reed

---

Paul Wisotzky  
Truro Board of Selectmen

# DRAFT

## **Truro Select Board Meeting Wednesday, June 26, 2018 Truro Town Hall**

**Select Board Members Present:** Chair Robert Weinstein; Maureen Burgess, Kristen Reed, Paul Wisotzky, Janet Worthington

**Present:** Town Manager Rae Ann Palmer; Assistant Town Manager Kelly Clark

Chair Robert Weinstein called the meeting to order at 5:00 p.m.

### **PUBLIC COMMENT**

Maureen Burgess read into record an entire letter by Roberta Kane Lema, who was aggrieved by the Town Moderator's decision to discontinue her service on the Finance Committee. Ms. Lema suggested establishing a method of selection other than appointment to the Finance Committee by the Town Moderator.

### **PUBLIC HEARING ON GOALS & OBJECTIVES**

Robert Weinstein opened the public hearing and introduced all the goals for the five areas that are included: Town Services, Fiscal Management, Public Safety, Community Sustainability, and Community Engagement & Governance. He noted what had been accomplished in the Fiscal Year 2018 list. Select Board members then added suggestions and comments to the Draft *Goals & Objectives* for Fiscal Year 2019.

#### **Town Services (TS)**

TS1 Language had been added about holding joint meetings with other Select Boards.

TS2 Parking will be kept on the Community Sustainability section but dropped as TS2. It could also be considered under Economic Development.

TS4 A policy addressing modifications to Town-owned property remains on the list with a revision.

TS5 Identifying concerns for elder citizens remains as presented.

TS Proposed Addition - Maureen Burgess asked about a Town Services objective on demolition delay of historic buildings that had been suggested by the Historical Commission. Robert Weinstein said that this was something to be addressed by the Building Commissioner. Rae Ann Palmer said the suggestion had not been added because at present there is not enough staff to develop a clear process for building permit applicants to follow.

Chair Weinstein invited public comment. Chuck Steinman questioned TS4 on modifications to Town Property. Janet Worthington suggested that it read "uses and modifications." This will be incorporated into TS4.

#### **Fiscal Management (FM)**

The second category of the *Goals & Objectives* is Fiscal Management. Chair Weinstein reviewed accomplishments of FY18, particularly with televised Budget Task Force meetings and the Annual Pre-Town Meeting coverage of Budget. Paul Wisotzky recommended keeping a five-year forecast separate and holding Budget forums in fall and spring. Rae Ann Palmer said a separate Budget Hearing would substitute for a spring forum.

FM1 Kristen Reed noted changes that appeared in the stated goal. Rae Ann Palmer said that FM3,4 & 5 are now incorporated into FM1.

FM2 The Home Rule Petition presentation for a real estate transfer tax will remain in the FM goals.

FM3 Removed.

FM4 Removed.

FM5 Removed.

Steve Sollog said he found it troubling that the entire budget at Town Meeting had been approved by a single motion made by a citizen. Board members expressed their concern about that Town Meeting surprise and considered other ways for presenting Budgets at future Town Meetings. Kristen Roberts compared the three nights of Town Meeting in Wellfleet to the one-night Truro Town Meeting and recommended striking a balance for the Budget Articles on the Warrant. Kristen Reed expanded on the benefits of using graphics as a visual aid and suggested offering a food option on Town Meeting night.

### **Public Safety (PS)**

In the third category of Public Safety there are two objectives.

PS-1 Maureen Burgess discussed improving a General Noise Bylaw.

PS-2 Planning and preparedness for natural disasters is the goal. Janet Worthington discussed the need for neighborhood outreach. Chair Weinstein said having procedure in place would make Truro proactive, rather than reactive, in the event of a disaster.

### **Community Sustainability (CS)**

Community Sustainability is the fourth category, broken down further into Environmental (E), Housing (H), and Economic Development(ED) issues. The Town Manager recommended prioritizing the items. CS1-E Coastal Management had been added to specific areas of concern.

CS2-E Eliminated. Water, Rae Ann said, it is under purview of the Board of Health.

CS3-E Eliminated since we are on top of energy savings thanks to Jarrod Cabral, DPW Director.

CS4-E Eliminated. The Shellfish Constable and Health Agent have been working on Aquaculture grants, which are becoming viable businesses. Janet Worthington said CS4-E referred more to a property near East Harbor, but it doesn't have to be a goal. Rae Ann Palmer said she'd approached the Conservation Trust about obtaining the property.

John Marksbury said he was heartened to see the item regarding cesspools in CS-2E. He asked that this be reconsidered since there is the Water Oversight Committee as well as the Board of Health. He suggested a clause stating that "priority be given to the low lying areas of town." Rae Ann Palmer said that regulations for cesspools falls to the Board of Health, not the Selectmen. Robert Weinstein discussed importance of addressing cesspools especially in low lying areas although cesspools are a town-wide issue. Health Agent Emily Beebe came forward to discuss how the Board of Health has been trying to develop a plan to eliminate cesspools. Rae Ann Palmer announced a July 17<sup>th</sup> BOH presentation on Innovative Alternative Septic systems and on Sept 18<sup>th</sup> an update by the Town's Wastewater consultant.

Housing is the second section of Community Sustainability.

CS7-H This will be revised again to explore ways to increase use of ADU bylaw, ensure input by Planning Board and adequate measures for septic systems. Amnesty would not be a part of the goal.

CS8-H Paul Wisotzky discussed Housing needs at all levels of affordability. He asked to change the goal to include provisions for more available money in the Affordable Housing Trust so they could act quickly when opportunities arise without waiting for the Community Preservation application cycle.



Chuck Steinman recommended carrying forward the home size bylaw that had been in last year's *Goals & Objectives*. Maureen Burgess suggested that it had been eliminated in anticipation of fall Special Town Meeting. Rae Ann Palmer said that the Selectmen had worked with the Planning Board on having this prepared for Special Town Meeting. Planning Board Chair Steve Sollog said Planning Board has held several outreach forums. Planning Board will be presenting the housing size bylaw proposal to the Selectmen soon, he said.

Economic Development (ED) is the other portion of Community Sustainability:

CS9-ED The goals for making Truro more business friendly and developing town centers will be consolidated.

CS10-ED Consolidated with CS9-ED

CS11-ED Comcast's time table goal will remain in place.

CS12-ED Paul Wisotzky suggested making this a more expansive open goal. Rae Ann Palmer said she liked idea of an Economic Development Commission that could potentially lead to assistance available from the Commonwealth. She recommended having the Chamber of Commerce work with Town on it.

Steve Roderick, Chair of the Chamber of Commerce, said an Economic Development group should include anyone who has a business in Truro, not just residents. He said the Chamber had resources available to encourage small businesses. Kristen Reed wished to create a courtship between non-profits and businesses as a part of the goal. Steve Roderick supported her idea.

### **Community Engagement and Governance (CEG)**

Community Engagement and Governance is the fifth category of *Goals & Objectives*:

Janet Worthington considered consolidation of the five goals.

CEG1 Rae Ann Palmer said the new language in CEG 1 came from staff.

CEG2 This had been an ongoing goal. Ms. Palmer asked about incorporating or eliminating it. Maureen Burgess said the Selectmen would divided the boards among themselves in order to do the reviews.

CEG3 Kristen Reed suggested a change to the end of the statement. Paul Wisotzky said he has been involved in this goal.

CEG4 Paul Wisotzky suggested eliminating or changing the goal since the Town Manager covers recognition for service well. The Board of Selectmen sends letters of thanks for volunteer servers.

Kristen Reed maintained that recognition is important, but the goal could be removed until a solid plan is presented. Rae Ann Palmer said creation of a recognition event could be included as a goal.

CEG5 Kristen Reed volunteered to help develop help manuals since Ms. Palmer said that staff cannot take on this task.

Chair Weinstein closed the public hearing. He thanked the Town Manager and his colleagues for the work that had been put into producing the Fiscal Year 19 *Goals & Objectives*.

### **BOARD OF SELECTMEN ACTION**

#### **Cost of Living Adjustment for Non-Union Employees**

Town Manager Rae Ann Palmer said a 2% raise for union employees had been budgeted, and she asked that non-union employees receive this increase as well.

Paul Wisotzky moved to approve a 2% cost of living adjustment for Non-Union Employees. Maureen Burgess seconded, and the motion carried 5-0.

**Part-Time Resident Advisory Board Discussion**

Maureen Burgess, liaison to the Part Time Resident Advisory Board (PTRAC), said that their first meeting will take place on July 2, 2018 at 10 a.m. at Town Hall. She presented the suggested agenda which included: introductions, review of the Committee charge, Goals/Mission Statement, election of officers, Open Meeting Law, a calendar, and agenda topics for the next meeting. Paul Wisotzky suggested changing the “charge” to “expectations” of the participants on the Committee. The Selectmen also scheduled a date for the Annual Part-Time Residents Meeting in August.

Paul Wisotzky moved to approve Thursday, August 9, 2018 as the date for the Annual Part-Time Residents Meeting. Maureen Burgess seconded, and the motion carried 5-0.

Maureen Burgess moved to approve the draft Part-Time Resident Advisory Committee meeting agenda for July 2, 2018 with one revision. Paul Wisotzky seconded, and the motion carried 5-0.

**Discussion of Development of 298 Route 6**

Attorney Andrew L. Singer of the Law Offices of Singer & Singer came forward to discuss the proposed development of 298 Route 6 (Assessor’s Map 43, Parcel 57) as Tradesman Park South. Planning Board has referred this to the Cape Cod Commission for a limited Development of Regional Impact (DRI) review. With him were Erin Silva, Dan Silva and John Salvatore, the applicants for the proposal. They will return to the Planning Board for a Commercial Site Plan Review. Attorney Singer and the applicants were not asking for an approval from the Selectmen, but rather seeking a statement that the site and the proposal were consistent with the Local Comprehensive Plan and the Selectmen Goals and Objectives. They would appreciate a letter to the Cape Cod Commission to verify that the two buildings complied with these. Cape Cod Commission looks at access, driveway, landscaping, drainage, building aesthetics, and everything indicated on the site plan they had submitted. They are asking that the Cape Cod Commission excuse them from a traffic study because they know what kind of traffic to expect.

Janet Worthington questioned them about the facility’s capacity and traffic, particularly in summer. They will provide the traffic information to the Planning Board. Chair Weinstein asked about their curb cut onto Rte. 6. and summer traffic, landscape screening that does not block sight lines, and the marking on the plan for the Zone of Contribution to the abutting motel’s well. Attorney Singer assured him that the septic system was designed to be out of the zones of contribution for all the abutting wells. Maureen Burgess asked about the clientele expected for this storage facility. Paul Wisotzky asked about timing for a letter of support to the Cape Cod Commission. Rae Ann Palmer said she will get Town Counsel’s opinion on the request for an endorsement. She also said that the summer traffic should be addressed. Attorney Singer said they would be reaching out to Truro Fire and Police Departments on this. He will also be contacting the Mass DOT before the formal application to the Planning Board. The Selectmen expressed their support for the project.

**CONSENT AGENDA**

- A. Review/Approve and Authorize Signature: Entertainment License for Sustainable Cape-Truro Ag Fair, September 2, 2018
- B. Review and Approve Reappointments to: Conservation Commission-Deborah McCutcheon; Board of Assessors-Bruce Boleyn; Truro Representative to the Provincetown Water and Sewer Board- Gary Palmer.

- C. Review and Approve Reappointment of Rae Ann Palmer, Town Manager, as Truro's Delegate to the Cape Cod Municipal Health Group and Truro's Representative to the Cape Cod Regional Transit Authority
- D. Review and Approve Reappointments of Gary Sharpless, Mark Wisotzky, and John Bloom as Deputy Shellfish Constables
- E. Review and Approve Board of Selectmen Minutes: June 12, 2018
- F. Review and Approve, and Hold or Release Board of Selectmen Executive Minutes: June 5, 2018

Chair Weinstein asked that Item A be removed from this Consent Agenda because the site plan for Snow's Park needed to be revised. Janet Worthington said the Concert Committee was moved from Snow's Park and asked why the Ag Fair could use it. Rae Ann Palmer said there was no guarantee that the park would be dry for the Ag Fair, but they would not be requiring the use of electricity. Rae Ann Palmer also asked to remove from Item B approval of Gary Palmer's appointment because there is another applicant for Truro Representative to the Provincetown Water and Sewer Board. Paul Wisotzky made a correction to Item F, the Executive Minutes of June 5, 2018.

Paul Wisotzky moved to approve the Consent Agenda as amended. Maureen Burgess seconded, and the motion carried 5-0 with an abstention by Paul Wisotzky on the appointment of Mark Wisotzky to the Deputy Shellfish Constables in Item D.

#### **SELECTMEN REPORTS AND TOWN MANAGER REPORT**

Janet Worthington thanked Roberta Lema and Dennis Clark for their service on the Finance Committee. She also thanked Planner Cally Harper for her service to the Town.

Paul Wisotzky offered a reminder that the pinning ceremony for the new Chief of Police would take place on Thursday, June 28. He said he and Kristen Reed would participate in a "Truro Conversations" at Payomet Theater on Wednesday, June 27.

Maureen Burgess reported on events she had attended: The Disability Commission, who are pleased about the move to behind the Community Center for the Summer Concerts; a long awaited meeting of the Cape Cod Seashore Advisory Commission, where she learned the Truro Cranberry Bog Walk will be addressed; the recent Board of Health meeting, where she continues to address the issue of cesspools in town, a Stakeholders meeting of the Herring River Restoration Committee; and the Conservation Trust's Twinefields celebration.

Kristen Reed said she had attended a Mass DOT meeting which dealt with bike improvements on Rte.6. Robert Weinstein had also attended the DOT meeting. He noted that the Town Moderator had sent Roberta Lema a thank-you letter for her years of service on the Finance Committee.

Town Manger Rae Ann Palmer announced a meeting with Senator Julian Cyr that will be held on July 2 at the Cape & Islands Realtor's Association office in Yarmouth. An environmental bond bill and an economic development bill that will offer funding opportunities are planned topics of discussion. She reported a water rescue at Coast Guard Beach that had occurred and an anticipated Herring River Restoration MOU article in the *Banner*. The Town is looking for recommendations from the Army Corps of Engineers for the tide gate to the Pamet River at Wilder's Dike, where staff had removed a damaged pipe. A public information meeting with the Army Corps of Engineers is being planned on the Pamet tide gate sometime in mid-August, she said. Finally, the Town Manager urged townspeople to sign up on the

Town website for the “Alert Truro” safety system that will generate voice and text notifications for emergency situations.

**SELECTMEN COMMENTS**

Robert Weinstein thanked Town Manager Rae Ann Palmer and Assistant Town Manager Kelly Clark for the effort they had put into the *Goals & Objectives*.

**NEXT MEETING AGENDA**

Rae Ann Palmer said the Tuesday, July 10, 2018 meeting agenda so far included: the Water & Sewer Board appointment, voting on the *Goals and Objectives*, the entertainment license for the Ag Fair, a letter for the Tradesmen Park, more entertainment licenses and reappointments.

**ADJOURNMENT**

Paul Wisotzky moved to adjourn. Maureen Burgess seconded, and the motion carried 5-0. The meeting was adjourned at 7:36 p.m.

Respectfully submitted,

Mary Rogers, Secretary

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Robert Weinstein, Chair

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Maureen Burgess, Vice-chair

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Kristen Reed

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Paul Wisotzky

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Janet Worthington, Clerk

**Public Records Material for the Meeting of 6/26/18**

1. Letter from Roberta Kane Lema
2. FY19 *Goals & Objectives*
3. Site Plan of 298 State Highway/Route 6
4. Letters of support for Tradesman Park South
5. Entertainment License for Sustainable Cape-Truro Ag Fair, September 2, 2018
6. Reappointments papers for: Conservation Commission-Deborah McCutcheon; Board of Assessors-Bruce Boleyn; Truro Representative to the Provincetown Water and Sewer Board- Gary Palmer
7. Reappointment submission of Rae Ann Palmer, Town Manager, as Truro's Delegate to the Cape Cod Municipal Health Group and Truro's Representative to the Cape Cod Regional Transit Authority
8. Reappointment papers of Gary Sharpless, Mark Wisotzky, and John Bloom as Deputy Shellfish Constables