



# Truro Select Board

Tuesday, March 24, 2020

Remote Meeting-3:00pm

## 1. PUBLIC COMMENT

This will be a remote meeting. If citizen's wish to provide public comment for this meeting, please email the Town Manager at [rpalmer@truro-ma.gov](mailto:rpalmer@truro-ma.gov) with your comments. Staff continues to work on video conferencing and will advise when it is available. In the interim, please feel free to email comments to the Town Manager and/or the Select Board.

## 2. PUBLIC HEARINGS NONE

## 3. BOARD/COMMITTEE/COMMISSION APPOINTMENTS

A. Appoint Molly Stevens Temporary Assistant Tax Collector

## 4. TABLED ITEMS NONE

## 5. SELECT BOARD ACTION

A. Vote on Final Warrant Articles

Presenter: Rae Ann Palmer, Town Manager

B. Vote on Acceptance of Late Citizen Petitioned Money Article for Childcare Voucher Fund

Presenter: Rae Ann Palmer, Town Manager

C. Discussion and Possible Vote on Date of Town Meeting

Presenter: Rae Ann Palmer

## 6. CONSENT AGENDA

A. Review/Approve and Authorize Signature:

1. *Review and Approval of Application for a Curb Cut Permit-23 Bayview Road-Matthew and Paula McCue*

B. Review and Approve 2020 Renewal of Seasonal Alcohol Licenses: Avenue D, Beach Point Health and Swim Club, Blackfish Restaurant, Captain's Choice, Days Market and Deli, Fullers' Package Store, Highland Links Café, Jams, Payomet Theater, Salty Market, Terra Luna Restaurant, Top Mast Café, and Whitman House Restaurant

C. Review and Approve 2020 ABCC Seasonal Renewal Alcohol Certification

D. Review and Approve 2020 Seasonal Licenses: Jams Too Inc (Transient Vendor and Common Victualer), Top Mast Café (Common Victualer)

E. Review and Reappoint Noelle Scoullar to the Registrar of Voters Board

F. Review and Approve Select Board Minutes-March 10, 2020, March 13<sup>th</sup> and 16<sup>th</sup>, 2020

## 7. SELECT BOARD REPORTS/COMMENTS

## 8. TOWN MANAGER REPORT

## 9. NEXT MEETING AGENDA: April 7 and April 21



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

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

**REQUESTED MEETING DATE:** March 24, 2020

**ITEM:** Appointment of Temporary Assistant Tax Collector-Molly Stevens

**EXPLANATION:** The temporary appointment will ensure that there is an authorized signatory for Town business in the absence of the Town Clerk/Treasurer/Collector.

**IMPACT IF NOT APPROVED:**

**SUGGESTED ACTION:** *MOTION TO authorize Molly Stevens to perform the functions of and act as the Temporary Assistant Tax Collector.*

**ATTACHMENTS:** None



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

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

**REQUESTED MEETING DATE:** March 24, 2020

**ITEM:** Review and Vote on Warrant Articles

**EXPLANATION:** At the March 10<sup>th</sup> Select Board meeting, the Board reviewed and voted on most of the warrant articles for the April 28, 2020 Annual Town Meeting. Staff has more information regarding the remaining articles so that Board may discuss and vote on the articles.

The form of vote is positive, motion to recommend, and will be recorded in the warrant as # of yes votes - # of no votes - # of abstentions in favor, e.g. 5-0-0 in favor. Once the votes are completed, they will be added to the warrant

Due to the uncertainty regarding the Covid-19 pandemic, we are prepping the warrant for Town meeting so that it will be ready to post fourteen days prior to Town Meeting. We will continue to monitor the restrictions set forth by executive order and, with the Moderator and the Select Board, determine the best course of action regarding the holding of Town Meeting.

**IMPACT IF NOT APPROVED:** If votes to recommend are not complete prior to the warrant going to the printer, they will not appear in the 2020 Annual Town Meeting Warrant.

**SUGGESTED ACTION:** *Motion to recommend {insert article number here} as printed in the warrant.*

**ATTACHMENTS:**

1. Final 2020 Annual Town Meeting Warrant – To Be Posted on Monday, March 23<sup>rd</sup>.



Agenda Item: 5B

# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

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

**REQUESTED MEETING DATE:** March 24, 2020

**ITEM:** Discussion and Vote to Recommend Citizen Petition – \$150,000 Fund for Voucher System for Childcare (Proposition 2 ½ Debt Exclusion) to the Annual Town Meeting Warrant

**EXPLANATION:** A Citizen's Petition was submitted February 28, 2020 after the deadline for Money Articles ended February 7, 2020. The Citizens are asking to see if the Town will vote to raise and appropriate, borrow or transfer from available funds the sum of \$150,000 to pay the costs of funding a voucher system for two and three-year old children of Truro residents and children of Town of Truro employees to attend a state-licensed child care and/or state-licensed PreK program. Eligible children may receive a maximum of \$7,500 per year in voucher support, and are children who have reached the age of no less than two years of age as of August 31<sup>st</sup> and are not 4 years or older as of August 31<sup>st</sup>, and are children that cannot be accommodated in part or in full at the Truro Central School PreK program, provided that the appropriations of said funds shall be contingent upon a Proposition 2 ½ debt exclusion.

Town Counsel has advised that the Select Board has the authority to accept this late petitioned financial article and if so, may change the article to accurately state that it would be a proposition 2 ½ override, not a debt exclusion. Borrowing cannot be used to fund this article.

**FINANCIAL SOURCE (IF APPLICABLE):** ATM approval and ballot approval of proposition 2 ½ override.

**IMPACT IF NOT APPROVED:**

**SUGGESTED ACTION:** *MOTION TO accept the citizen petitioned article for a Childcare Voucher Fund and correct the funding source or to not accept the citizen petitioned article.*

**ATTACHMENTS:**

1. Citizen Petition





**TOWN OF TRURO**  
**REGISTRARS OF VOTERS**

DATE: March 11, 2020

We hereby certify that the **Thirteen (13)** signatures checked on the petition received **March 11, 2020** and titled (copy attached):

**150K Fund Voucher System for Childcare – Proposition 2 ½ Debt Exclusion**

are qualified voters of the Town of Truro.

*Susan D. Joseph*  
*Cliff Bullock*  
*Anna L. Scoullar*

\_\_\_\_\_  
Registrars of Voters  
Town of Truro

# TRURO 2020 ANNUAL TOWN MEETING ARTICLE REQUEST CITIZEN PETITION

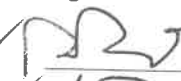
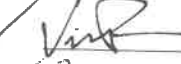






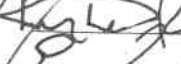

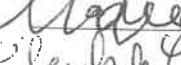
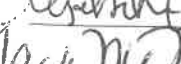
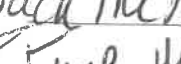
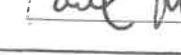
To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds the sum of \$150,000 to pay the costs of funding a voucher system for two and three-year old children of Truro residents and children of Town of Truro employees to attend a state-licensed child care and/or state-licensed PreK program. Eligible children may receive a maximum of \$7,500 per year in voucher support, and are children who have reached the age of no less than two years of age as of August 31<sup>st</sup>, and are not 4 years or older as of August 31<sup>st</sup>, and are children that cannot be accommodated in part or in full at the Truro Central School PreK program, provided that the appropriation of said funds shall be contingent upon a Proposition 2 ½ debt exclusion. The administration of this program and related funds shall be overseen by the Board of Selectmen or their designee, or to take any other action relative thereto.

Submitted by:

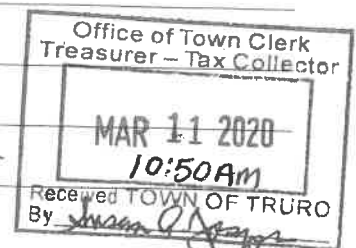
RCVD 2020FEB28 AM 10:40  
ADMINISTRATIVE OFFICE  
TOWN OF TRURO

Signature & Printed Name:

Address:

1. ✓  Raphael W Richter 6 Snaus Rd, 02666
2. ✓  Vida Richter 6 SNOWS RD 02666
3. ✓  Nola Glatzel 2 Adams Way 02666
4. ✓  Jay Caburn 53 Slough Pond 02666
5. ✓  Laura HEBERT 10 OLD FIREHOUSE ROAD 02652
6. ✓  Mara Elattel 10 old firehouse rd 02652
7. ✓  Kolby Blehm 12 N. Union Field Rd 02652
8. ✓  Kaitlin Blehm 12 North Unionfield Rd 02652
9. ✓  Kristen Roberts 7 Castle Road 02666
10. ✓  Eric Jansen 7 castle Rd. 02666
11. ✓  Monique Yingling 7 hatch rd, 02666
12. ✓  Elizabeth Yingling #7 Hatch Rd. 0266-6
13. ✓  JACK MCMAHON 3 PROFESSIONAL HGTS. 02652
14. ✓  Paul M. Souza 7 HAWOOD RD TRURO 02666

- 15.
- 16.
- 17.
- 18.
- 19.
- 20.



TOWN OF TRURO  
4/28/2020 LOCAL TOWN MEETING  
List of Signatories for a Petition

Mar 11, 2020 15:43

**150K FUND VOUCHER SYSTEM FOR CHILDCARE - PROP 2 1/2 DEBT EXCLUSION**

Voter ID	Name of Voter	Residential Address	Ward	Precinct	Party
12RKN0785000	BLEHM, KAITLIN MAE	12 NO UNION FIELD RD TRURO, MA 02666	0	1	D
08BKY1283000	BLEHM, KOLBY JACKSON	12 NO UNION FIELD RD TRURO, MA 02666	0	1	U
09CJY1363001	COBURN, JAY H	58 SLOUGH POND RD TRURO, MA 02666	0	1	D
03GMA0885001	GLATZEL, MARA G	10 OLD FIREHOUSE RD TRURO, MA 02666	0	1	D
08GNA1790001	GLATZEL, NOLA P	2 ADAMS WAY TRURO, MA 02666	0	1	U
07HLA0976000	HEBERT, LAURA J	10 OLD FIREHOUSE RD TRURO, MA 02666	0	1	D
04JEC1867000	JANSEN, ERIC S	7 CASTLE RD TRURO, MA 02666	0	1	D
06MJK1458000	MCMAHON, JACK	3 PROFESSIONAL HGTS RD TRURO, MA 02666	0	1	D
04RRL1585004	RICHTER, RAPHAEL WINSLOW	6 SNOWS RD TRURO, MA 02666	0	1	D
11HVA0287000	RICHTER, VIDA ROSE	6 SNOWS RD TRURO, MA 02666	0	1	D
10RKN1872001	ROBERTS, KRISTEN	7 CASTLE RD TRURO, MA 02666	0	1	D
11SPL0856000	SOUZA, PAUL M	7 ATWOOD RD TRURO, MA 02666	0	1	U
11YEH1461000	YINGLING, ELIZABETH M	7 HATCH RD TRURO, MA 02666	0	1	U

\*\*\*End of Report\*\*\*



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

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

**REQUESTED MEETING DATE:** March 24, 2020

**ITEM:** Discussion and Possible Vote to Postpone Town Meeting

**EXPLANATION:** Town Counsel has advised that under MGL c39, §9, if the annual town meeting warrant has not been posted, the Select Board may vote to postpone Town Meeting to a date to be determined. Although we were planning to post the warrant as dictated by the Town Charter, expecting that the meeting would need to be delayed, it may be in the Town's best interest to delay Town Meeting now. There is a bill moving through the legislature to address the postponement of elections. By postponing Town Meeting now instead of after the warrant is posted, the ballot will not be finalized, and it allows time to determine if it is appropriate to postpone the election. The warrant must still be posted fourteen days prior to the date of Town Meeting.

**IMPACT IF NOT APPROVED:**

**SUGGESTED ACTION:** *Move, pursuant to General Laws Chapter 39, Section 9, and notwithstanding any provision in the Charter or bylaws of the Town to the contrary, that the Annual Town Meeting presently scheduled for April 28, 2020, be delayed until a date to be determined.*

**ATTACHMENTS:** None



# 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. *Review and Approval of Application for a Curb Cut Permit-23 Bayview Road-Matthew and Paula McCue*

B. Review and Approve 2020 Renewal of Seasonal Alcohol Licenses: Avenue D, Beach Point Health and Swim Club, Blackfish Restaurant, Captain's Choice, Days Market and Deli, Fullers' Package Store, Highland Links Café, Jams, Payomet Theater, Salty Market, Terra Luna Restaurant, Top Mast Café, and Whitman House Restaurant

C. Review and Approve 2020 ABCC Seasonal Renewal Alcohol Certification

D. Review and Approve 2020 Seasonal Licenses: Jams Too Inc (Transient Vendor and Common Victualer), Top Mast Café (Common Victualer)

E. Review and Reappoint Noelle Scoullar to the Registrar of Voters Board

F. Review and Approve Select Board Minutes-March 10, 2020, March 13<sup>th</sup> and 16<sup>th</sup>, 2020



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Noelle Scoullar, Executive Assistant

**REQUESTED MEETING DATE:** March 24, 2020

**ITEM:** Curb Cut Application

**EXPLANATION:** Lindsay Strobe of Cape Organics, has submitted a Curb Cut Application on behalf of her clients at 23 Bayview Road. The DPW Director has included a memo stating that as proposed, the new design complies with the Policy apart from the request for an additional curb cut to create a semi-circular driveway. The Board may grant a variance for a second curb cut.

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

**IMPACT IF NOT APPROVED:** The new, proposed, driveway shall not be approved for install.

**SUGGESTED ACTION:** *Motion to grant a variance for the second curb cut, approve the Application, and authorize the Chair to sign.*

**ATTACHMENTS:**

1. Application for Curb Cut, memo from DPW Director, narrative from applicant, plans showing existing and proposed curb cut.

**EXHIBIT 1**

**TOWN OF TRURO  
APPLICATION FOR A CURB CUT PERMIT**

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

Date: 2/26/20

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

RCVD 2020 MAR 3 AM 10:23  
ADMINISTRATIVE OFFICE  
TOWN OF TRURO

Re: **APPLICATION FOR A CURB CUT**

Dear Board Members:

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

Name(s): Matthew McCue & Paula Passi McCue

Address: 23 Bayview Rd

Curb Cut Street Location: 23 Bayview Rd

Affected Town or State road: Bayview Rd

Truro Assessor's Map Number: 39 Parcel Number: 311

Name of contractor: Lindsay Strode of Cape Organics

Reason/explanation: See attached

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

Applicant's Signature: Paula Passi McCue Matthew P. McCue

Owner's Signature (if different): \_\_\_\_\_ Date: 2/28/20

Owner's Address (if different): 9 Sherwood Rd

Natick MA 01760

(please send mail to above address (Natick)).

Thank you

Application for a Curb Cut Permit

Page 2

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

\_\_\_\_ Approved ☒ Disapproved \_\_\_\_ Not Applicable

*[Signature]*  
\_\_\_\_  
Director, Department of Public Works

*3 March 2020*  
\_\_\_\_  
Date

**Chief of Police Approval:**

\_\_\_\_ Approved ☒ Disapproved \_\_\_\_ Not applicable

*[Signature]*  
\_\_\_\_  
Chief of Police

*3/3/2020*  
\_\_\_\_  
Date

**Board of Selectmen Approval:**

\_\_\_\_ Approved \_\_\_\_ Disapproved

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

\_\_\_\_  
Date

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

\_\_\_\_ Approved \_\_\_\_ Disapproved \_\_\_\_ Not Applicable

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

\_\_\_\_  
Date

**Building Commissioner Approval:**

\_\_\_\_ Approved \_\_\_\_ Disapproved

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

\_\_\_\_  
Building Commissioner

\_\_\_\_  
Date

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

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

\_\_\_\_\_  
Signature

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

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

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

\_\_\_\_\_  
Date

**Building Commissioner Final Approval:**

\_\_\_\_ Approved \_\_\_\_ Disapproved

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

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

\_\_\_\_\_  
Date





# TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

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

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**To:** Rae Ann Palmer, Town Manager  
**From:** Jarrod J Cabral, Director Department of Public Works  
**Date:** March 3, 2020  
**Subject:** Curb Cut, 23 Bay View Rd.

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The applicants for 23 Bay View Rd are requesting to abandon the existing curb cut and install a new circular driveway. As proposed, the new design complies with the Curb Cut Policy apart from requesting an additional curb cut to complete the new circular design. A variance may be granted for the second curb cut by the Select Board based on an individual need.

Sincerely,

Jarrod J. Cabral  
Director  
Department of Public Works  
Truro MA 02666  
508 214 0400

## Jarrood Cabral

---

**From:** Emily Beebe  
**Sent:** Thursday, March 5, 2020 8:52 AM  
**To:** Jarrod Cabral  
**Subject:** RE: 23 Bayview Rd Curb cut

Dear Jarrod,

Looks very thorough and well designed, and the work is out of Conservation jurisdiction.

Em

**From:** Jarrod Cabral <[jcabral@truro-ma.gov](mailto:jcabral@truro-ma.gov)>  
**Sent:** Wednesday, March 4, 2020 12:13 PM  
**To:** Emily Beebe <[EBeeBe@truro-ma.gov](mailto:EBeeBe@truro-ma.gov)>  
**Cc:** Arozana Davis <[ADavis@truro-ma.gov](mailto:ADavis@truro-ma.gov)>  
**Subject:** FW: 23 Bayview Rd Curb cut

Here you go Let me know what you think - Thanks - Jarrod

**From:** Lindsay Strobe <[lindsay@capeorganics.com](mailto:lindsay@capeorganics.com)>  
**Sent:** Monday, March 2, 2020 12:41 PM  
**To:** Jarrod Cabral <[jcabral@truro-ma.gov](mailto:jcabral@truro-ma.gov)>  
**Cc:** Paula Passi McCue <[fourgirlsandmatt@gmail.com](mailto:fourgirlsandmatt@gmail.com)>  
**Subject:** 23 Bayview Rd Curb cut

Good Afternoon Jarrod,

Hope this is finding you well.

Here is the information I believe is required for the curb cut at 23 Bayview. Please let me know your thoughts and if I need to provide anything else.

I Look forward to your input.

All the best,

Lindsay strode

Cape Organics



*Natural Solutions for Outdoor Living*

*Native and Naturalized Landscaping, Bio-Engineered Erosion Control,  
Landscape Restoration, Professional Horticultural and Maintenance Services,*

*Natural Lawn and Plant Health Care Programs*

*PO Box 684 West Harwich, MA. 02671-0684*

*508-430-0267*

[www.capeorganics.com](http://www.capeorganics.com)

[lindsay@capeorganics.com](mailto:lindsay@capeorganics.com)

*A division of Strode's Property Maintenance Services, Inc.*

To: Jarrod Cabral  
Jarrod Cabral-DPW Director- Town of Truro  
Phone: [508-214-0400](tel:508-214-0400)  
E-mail: [jcabral@truro-ma.gov](mailto:jcabral@truro-ma.gov)  
Re: Paula and Matthew McCue  
23 Bayview Rd  
Truro, MA  
Map: 39 Parcel: 331  
Phone: 507-498-3764  
Reference: mccuecurbcutnarrative22520

Please find contained in the following a narrative for drive renovation/relocation the above referenced property.

Drive Narrative

Existing Site Conditions

The present drive located at the above reference property serves the general purpose for egress from Bayview Rd. The drive tread surface is 3/8" native stone set on what appears to be a hardened base. The drive however is in need of some repair/renovation. It appears as though, in reviewing original site plans the initial construction access simply turned into the drive without much forethought at the time. To this point there is some limited erosive elements taking place that allows sediment to migrate onto the western edge of the road surface. As newer owners of this property the McCues' would like to manage the drive conditions to the benefit of their interests and the towns. They have found that the present drive is too small to accommodate current and projected usage, while finding that backing onto Bayview road can prove problematic.

## Renovation Proposal

To accommodate a safe egress on and off the street, particularly during the busy summer season, we are looking to add a second curb cut to accommodate a semi-circular driveway. Due to the lot shape where the drive can be located, proximity of existing septic components and existing retaining wall a full circular drive with a single curb cut is not practical. Additionally, there is a significant amount of native vegetation that we would need to remove should we be limited to one curb cut. It is also our intention on releasing from the aggressive exotic invasive vegetation existing native plants along with installation of more native plantings in an effort out compete these exotic invasive plant material. To that point we would look to abandon the existing drive, while recovering this area as the center of a semi-circular drive consisting of a recovered grade and relocated desired plant material from new curb cuts and travel paths. The new drive will be prepared appropriately with all unsuitable material excavated to a depth that will allow for dense grade material to establish a stable base to build the drive. Any material excavated will be utilized on site to accommodate grading of active travel lanes. Dense grade materials in the form of concrete t-base or similar will be compacted according to industry standards. As the drive nears the apex of the curve nearer the existing steps to the dwelling it would be expanded from the 15 foot travel width to a minimum of 22 feet to allow for ample parking and room for multiple vehicles. This apex can also be configured to accommodate a possible future garage that is depicted on the referenced plan. Final tread surface is proposed to be a 3/8" native pea stone compacted into the dense graded bedding material allowing for consistent vehicular and foot traffic. All grading will be undertaken so as to eliminate any runoff to the street managing it on site. At curb cuts per Town of Truro requirements, a bermed apron will be added to meet such regulations to eliminate runoff to town roads along with sedimentation that may occur.

## Jarrood Cabral

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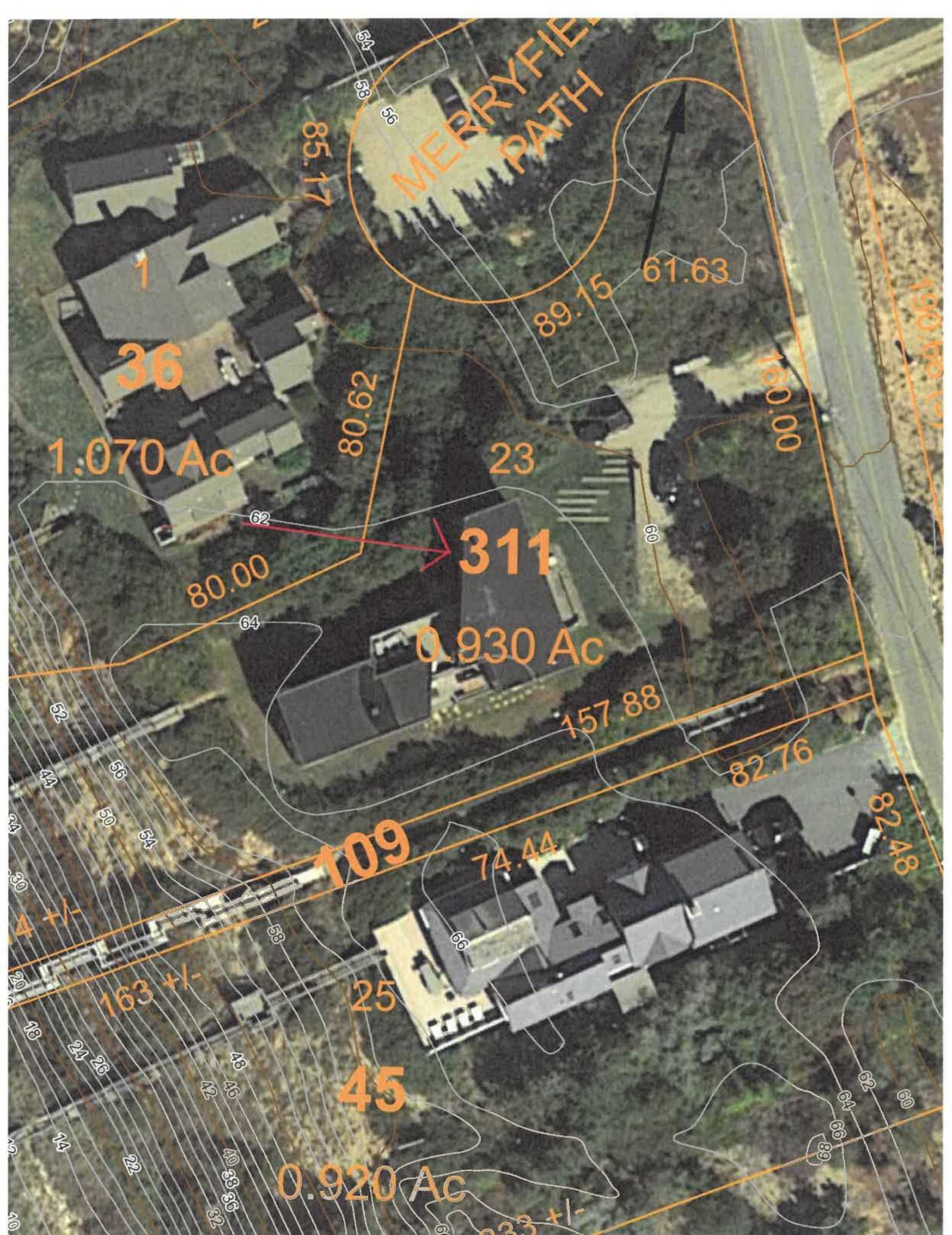
**From:** Lindsay Strobe <lindsay@capeorganics.com>  
**Sent:** Tuesday, March 3, 2020 10:25 AM  
**To:** Jarrod Cabral  
**Subject:** 23 Bayview Rd existing drive location  
**Attachments:** Scan.jpg

Hi Jarrod,  
Here is the current approximated drive location for 23 Bayview Rd.  
Thanks in advance for your assistance.  
Cheers,  
lindsay

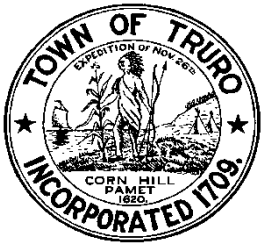












# TOWN OF TRURO

## Board of Selectmen Agenda Item

**DEPARTMENT:** Licensing Department

**REQUESTOR:** Nicole Tudor, Executive Assistant

**REQUESTED MEETING DATE:** March 24, 2020

**ITEM:** Renewal of Seasonal Alcohol Licenses for 2020

**EXPLANATION:** Every March the review and approval of the Seasonal alcohol licenses comes before the Local Licensing Authority, the Select Board, for restaurants and package stores. These Seasonal licenses run from April 1-January 15. The Town of Truro currently has 13 (thirteen) such licenses, nine (9) On-Premise (MGL 138 § 12) Restaurants and four (4) Off-Premise (MGL 138 § 15) package stores.

The following establishments are seeking renewal: **Whitman House Restaurant, Blackfish Restaurant, Top Mast Café, Jams Too Inc., Fuller's Package Store, Terra Luna Restaurant, Beach Point Health & Swim Club, Captain's Choice, Payomet Performing Arts Center, and Highland Links Golf Course, Salty Market, Days Deli and Market, and Avenue D.**

All Liquor Liability and Certificates of Inspection will be required prior to issuance of on-premise licenses as required by the Alcoholic Beverages Control Commission.

**IMPACT IF NOT APPROVED:** The Seasonal Alcohol Licenses will not be renewed for 2020 if not approved by the Local Licensing Authority for submission to the Alcohol Beverages Control Commission (ABCC).

**SUGGESTED ACTION:** *MOTION TO approve the 2020 renewal of the seasonal alcohol licenses for Whitman House Restaurant, Blackfish Restaurant, Top Mast Café, Jams Too Inc., Fuller's Package Store, Terra Luna Restaurant, Beach Point Health & Swim Club, Captain's Choice, Payomet Performing Arts Center, Highland Links Golf Course, Salty Market, Days Deli and Market, and Avenue D and submission to the Alcoholic Beverages Control Commission.*

### **ATTACHMENTS:**

1. ABCC Seasonal License Holder's Applications
2. Chief of Police Review of Seasonal Licensees
3. Copies of 2019 Seasonal Alcohol Licenses



Jean M. Lorizio, Esq.  
Commission Chairman

**Commonwealth Of Massachusetts**  
**Alcoholic Beverages Control Commission**  
**95 Fourth Street, Suite 3**  
**Chelsea, MA 02150-2358**

**2020**  
**Retail License Renewal**

License Number: 04845-RS-1292

Municipality: TRURO

License Name : Avenue D Inc.

License Class: Seasonal

DBA : Avenue D

License Type: Restaurant

Premise Address: 14C Truro Center Road Truro, MA 02666

License Category: Wines and Malt

Manager: Ave. D. Rosenthal

---

I hereby certify and swear under penalties of perjury that:

1. I am authorized to sign this renewal pursuant to M.G.L. Chapter 138;
2. The renewed license is of the same class, type, category as listed above;
3. The licensee has complied with all laws of the Commonwealth relating to taxes; and
4. The premises are now open for business (if not, explain below).

Signature

Date

Additional Information:





Jean M. Lorizio, Esq.  
Commission Chairman

**Commonwealth Of Massachusetts**  
**Alcoholic Beverages Control Commission**  
**95 Fourth Street, Suite 3**  
**Chelsea, MA 02150-2358**

**2020**  
**Retail License Renewal**

License Number: 00034-GP-1292

Municipality: TRURO

License Name : Beach Point Health And Swim Club  
LLC

License Class: Seasonal

DBA : Beach Point Health And Swim Club Llc

License Type: General On-Premises

Premise Address: 217 Shore Road Truro, MA 02652

License Category: All Alcoholic Beverages

Manager: Albert R Silva

---

I hereby certify and swear under penalties of perjury that:

1. I am authorized to sign this renewal pursuant to M.G.L. Chapter 138;
2. The renewed license is of the same class, type, category as listed above;
3. The licensee has complied with all laws of the Commonwealth relating to taxes; and
4. The premises are now open for business (if not, explain below).

Albert R. Silva

Signature

2/24/20

Date

Additional Information:





Jean M. Lorizio, Esq.  
Commission Chairman

**Commonwealth Of Massachusetts**  
**Alcoholic Beverages Control Commission**  
**95 Fourth Street, Suite 3**  
**Chelsea, MA 02150-2358**

**2020**  
**Retail License Renewal**

License Number: 00003-RS-1292      Municipality: TRURO  
License Name : Pamet Restaurant Group Inc      License Class: Seasonal  
DBA : Blackfish      License Type: Restaurant  
Premise Address: 17 Truro Center Road Truro, MA 02666      License Category: All Alcoholic Beverages  
Manager: Eric Jansen

---

I hereby certify and swear under penalties of perjury that:

1. I am authorized to sign this renewal pursuant to M.G.L. Chapter 138;
2. The renewed license is of the same class, type, category as listed above;
3. The licensee has complied with all laws of the Commonwealth relating to taxes; and
4. The premises are now open for business (if not, explain below).

Signature

Date

Additional Information:





Jean M. Lorizio, Esq.  
Commission Chairman

**Commonwealth Of Massachusetts**  
**Alcoholic Beverages Control Commission**  
**95 Fourth Street, Suite 3**  
**Chelsea, MA 02150-2358**

**2020**  
**Retail License Renewal**

License Number: 00040-RS-1292      Municipality: TRURO  
License Name : Captain's Choice Inc.      License Class: Seasonal  
DBA : Captain'S Choice Restaurant      License Type: Restaurant  
Premise Address: 4 Highland Road D Truro, MA 02652      License Category: All Alcoholic Beverages  
Manager: Christopher W King

---

I hereby certify and swear under penalties of perjury that:

1. I am authorized to sign this renewal pursuant to M.G.L. Chapter 138;
2. The renewed license is of the same class, type, category as listed above;
3. The licensee has complied with all laws of the Commonwealth relating to taxes; and
4. The premises are now open for business (if not, explain below).

  
\_\_\_\_\_  
Signature

2-20-2020  
\_\_\_\_\_  
Date

Additional Information:





Jean M. Lorizio, Esq.  
Commission Chairman

**Commonwealth Of Massachusetts**  
**Alcoholic Beverages Control Commission**  
**95 Fourth Street, Suite 3**  
**Chelsea, MA 02150-2358**

**2020**  
**Retail License Renewal**

License Number: 89576-PK-1292

Municipality: TRURO

License Name : MCJLT INC.

License Class: Seasonal

DBA : Days Market & Deli

License Type: Package Store

Premise Address: 271 Shore Road Truro, MA 02652

License Category: Wines and Malt

Manager: Mylan Janoplis

---

I hereby certify and swear under penalties of perjury that:

1. I am authorized to sign this renewal pursuant to M.G.L. Chapter 138;
2. The renewed license is of the same class, type, category as listed above;
3. The licensee has complied with all laws of the Commonwealth relating to taxes; and
4. The premises are now open for business (if not, explain below).



Signature

Feb 20, 2020

Date

Additional Information:





Jean M. Lorizio, Esq.  
Commission Chairman

**Commonwealth Of Massachusetts**  
**Alcoholic Beverages Control Commission**  
**95 Fourth Street, Suite 3**  
**Chelsea, MA 02150-2358**

**2020**  
**Retail License Renewal**

License Number: 00012-PK-1292

Municipality: TRURO

License Name : 2ds Transport Inc

License Class: Seasonal

DBA : Fullers Package Store

License Type: Package Store

Premise Address: 300 Route 6 Truro, MA 02666

License Category: All Alcoholic Beverages

Manager: Frederick R Dunn

---

I hereby certify and swear under penalties of perjury that:

1. I am authorized to sign this renewal pursuant to M.G.L. Chapter 138;
2. The renewed license is of the same class, type, category as listed above;
3. The licensee has complied with all laws of the Commonwealth relating to taxes; and
4. The premises are now open for business (if not, explain below).

Signature

Date

Additional Information:





Jean M. Lorizio, Esq.  
Commission Chairman

**Commonwealth Of Massachusetts**  
**Alcoholic Beverages Control Commission**  
**95 Fourth Street, Suite 3**  
**Chelsea, MA 02150-2358**

**2020**  
**Retail License Renewal**

License Number: 00038-RS-1292      Municipality: TRURO  
License Name : Johnson Golf Management Inc      License Class: Seasonal  
DBA : Highland Links Golf Course      License Type: Restaurant  
Premise Address: 10 Highland Light Road Truro, MA 02652      License Category: All Alcoholic Beverages  
Manager: Kelly Laramée

---

I hereby certify and swear under penalties of perjury that:

1. I am authorized to sign this renewal pursuant to M.G.L. Chapter 138;
2. The renewed license is of the same class, type, category as listed above;
3. The licensee has complied with all laws of the Commonwealth relating to taxes; and
4. The premises are now open for business (if not, explain below).

Signature

Date

Additional Information:







Jean M. Lorizio, Esq.  
Commission Chairman

**Commonwealth Of Massachusetts**  
**Alcoholic Beverages Control Commission**  
**95 Fourth Street, Suite 3**  
**Chelsea, MA 02150-2358**

**2020**  
**Retail License Renewal**

License Number: 00011-PK-1292

Municipality: TRURO

License Name : Jams Too, Inc.

License Class: Seasonal

DBA : Jams

License Type: Package Store

Premise Address: 14 Truro Center Road Truro, MA 02666

License Category: Wines and Malt

Manager: Dawn Snow

---

I hereby certify and swear under penalties of perjury that:

1. I am authorized to sign this renewal pursuant to M.G.L. Chapter 138;
2. The renewed license is of the same class, type, category as listed above;
3. The licensee has complied with all laws of the Commonwealth relating to taxes; and
4. The premises are now open for business (if not, explain below).

Signature

Date

Additional Information:





Jean M. Lorizio, Esq.  
Commission Chairman

**Commonwealth Of Massachusetts**  
**Alcoholic Beverages Control Commission**  
**95 Fourth Street, Suite 3**  
**Chelsea, MA 02150-2358**

**2020**  
**Retail License Renewal**

License Number: 00039-GP-1292      Municipality: TRURO  
License Name : Payomet Inc      License Class: Seasonal  
DBA : Payomet Performing Arts Center      License Type: General On-Premises  
Premise Address: 29 Old Dewline Road Truro, MA 02666      License Category: Wines and Malt  
Manager: Kevin Rice

---

I hereby certify and swear under penalties of perjury that:

1. I am authorized to sign this renewal pursuant to M.G.L. Chapter 138;
2. The renewed license is of the same class, type, category as listed above;
3. The licensee has complied with all laws of the Commonwealth relating to taxes; and
4. The premises are now open for business (if not, explain below).

 (Kevin Rice)

Signature

3/3/2020

Date

Additional Information:





Jean M. Lorizio, Esq.  
Commission Chairman

**Commonwealth Of Massachusetts**  
**Alcoholic Beverages Control Commission**  
**95 Fourth Street, Suite 3**  
**Chelsea, MA 02150-2358**

**2020**  
**Retail License Renewal**

License Number: 00036-PK-1292

Municipality: TRURO

License Name : Salty Market LLC

License Class: Seasonal

DBA : Salty Market

License Type: Package Store

Premise Address: 2 Highland Rd Truro, MA 02652

License Category: All Alcoholic Beverages

Manager: Ellery Paul Althaus

---

I hereby certify and swear under penalties of perjury that:

1. I am authorized to sign this renewal pursuant to M.G.L. Chapter 138;
2. The renewed license is of the same class, type, category as listed above;
3. The licensee has complied with all laws of the Commonwealth relating to taxes; and
4. The premises are now open for business (if not, explain below).

Signature

Date

Additional Information:





Jean M. Lorizio, Esq.  
Commission Chairman

**Commonwealth Of Massachusetts**  
**Alcoholic Beverages Control Commission**  
**95 Fourth Street, Suite 3**  
**Chelsea, MA 02150-2358**

**2020**  
**Retail License Renewal**

License Number: 00018-RS-1292

Municipality: TRURO

License Name : Stostef Inc

License Class: Seasonal

DBA : Terra Luna Restaurant

License Type: Restaurant

Premise Address: 104 Shore Rd Truro, MA 02652

License Category: All Alcoholic Beverages


Manager: Anthony J Pasquale

---

I hereby certify and swear under penalties of perjury that:

1. I am authorized to sign this renewal pursuant to M.G.L. Chapter 138;
2. The renewed license is of the same class, type, category as listed above;
3. The licensee has complied with all laws of the Commonwealth relating to taxes; and
4. The premises are now open for business (if not, explain below).

  
Signature

  
Date

Additional Information:





Jean M. Lorizio, Esq.  
Commission Chairman

**Commonwealth Of Massachusetts**  
**Alcoholic Beverages Control Commission**  
**95 Fourth Street, Suite 3**  
**Chelsea, MA 02150-2358**

**2020**  
**Retail License Renewal**

License Number: 00006-RS-1292

Municipality: TRURO

License Name : Top Mast Resort Inc

License Class: Seasonal

DBA : Top Mast Cafe

License Type: Restaurant

Premise Address: 209 Shore Road Truro, MA 02652

License Category: All Alcoholic Beverages

Manager: Albert R Silva

---

I hereby certify and swear under penalties of perjury that:

1. I am authorized to sign this renewal pursuant to M.G.L. Chapter 138;
2. The renewed license is of the same class, type, category as listed above;
3. The licensee has complied with all laws of the Commonwealth relating to taxes; and
4. The premises are now open for business (if not, explain below).

*Albert R. Silva*

Signature

*2/24/20*

Date

Additional Information:





Jean M. Lorizio, Esq.  
Commission Chairman

**Commonwealth Of Massachusetts**  
**Alcoholic Beverages Control Commission**  
**95 Fourth Street, Suite 3**  
**Chelsea, MA 02150-2358**

**2020**  
**Retail License Renewal**

License Number: 00002-RS-1292

Municipality: TRURO

License Name : Robert L Rice Inc

License Class: Seasonal

DBA : Whitman House

License Type: Restaurant

Premise Address: 7 Great Hollow Road Truro, MA 02666

License Category: All Alcoholic Beverages

Manager: Susan Jean Case

---

I hereby certify and swear under penalties of perjury that:

1. I am authorized to sign this renewal pursuant to M.G.L. Chapter 138;
2. The renewed license is of the same class, type, category as listed above;
3. The licensee has complied with all laws of the Commonwealth relating to taxes; and
4. The premises are now open for business (if not, explain below).

  
Signature

  
Date

Additional Information:





# TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

## Licensing Department

Tel: 508-349-7004, Extension: 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)

## MEMO

To: Chief of Police, Jamie Calise, Truro Police Department  
 From: Nicole Tudor, Executive Assistant  
 Date: February 27, 2020  
 Re: 2020 Seasonal Liquor License Renewals

Please review the following 13 seasonal alcohol beverage license renewals for 2020 and kindly make any comments or concerns as you deem necessary. We anticipate the Local Licensing Authority will review these renewal applications in the month of March.

### 2020 SEASONAL LIQUOR LICENSE RENEWAL APPLICANTS:

1. Avenue D Inc, dba **Avenue D**, 14 Truro Center Rd Unit C, Ave D. Rosenthal, Manager  
 License # 04845-RS-1292 (ABCC) Type of License: Restaurant Category: Wines and Malts

Approved/No Issues or Violations ☒  
 Comments: \_\_\_\_\_

Reason for Denial ☐

2. **Beach Point Health and Swim Club**, LLC, 217 Shore Road, Albert Silva, Manager  
 License #00034-GP-1292 (ABCC) Type of License: General On Premise Category: All Alcohol

Approved/No Issues or Violations ☒  
 Comments: \_\_\_\_\_

Reason for Denial ☐

3. Pamet Restaurant Group, Inc., dba **Blackfish Restaurant**, 17 Truro Center Rd, Eric Jansen, Manager  
 License # 00003-RS-1292 (ABCC) Type of License: Restaurant Category: All Alcohol

Approved/No Issues or Violations ☒  
 Comments: \_\_\_\_\_

Reason for Denial ☐

4. Captains Choice Inc. dba **Captain's Choice**, 4 Highland Rd Unit D, Christopher W. King, Manager, License # 00040-RS-1292 (ABCC) Type of License: Restaurant Category: All Alcohol

Approved/No Issues or Violations ☒  
 Comments: \_\_\_\_\_

Reason for Denial ☐



5. MCJLT Inc., dba **Days Market and Deli**, 271 Shore Rd, Mylan Janoplis, Manager, License #89576-PK-1292 (ABCC) Type of License: Package Store Category: Wine & Malt

Approved/No Issues or Violations ☒

Reasons for Denial ☐

Comments: \_\_\_\_\_

6. 2 D's Transport, Inc. dba **Fuller's Package Store**, 300 Route 6, Frederick W. Dunn, Manager  
License # 00012-PK-1292 (ABCC) Type of License: Package Store Category: All Alcohol

Approved/No Issues or Violations ☒

Reason for Denial ☐

Comments: \_\_\_\_\_

7. Johnson Golf Management, Inc., dba **Highland Links Golf Course**, 10 Highland Light Road, Kelly Laramie, Manager, License # 00038-RS-1292 (ABCC) Type of License: Restaurant Category: All Alcohol

Approved/No Issues or Violations ☒

Reason for Denial ☐

Comments: \_\_\_\_\_

8. Jams, Too, Inc., dba **Jams**, 14 Truro Center Rd, Dawn Snow, Manager License # 00011-PK-1292 (ABCC)  
Type of License: Package Store Category: Wine & Malt

Approved/No Issues or Violations ☒

Reason for Denial ☐

Comments: \_\_\_\_\_

9. Payomet Inc., dba **Payomet Performing Arts Center**, 29 Old Dewline Rd, Kevin Rice, Manager  
License # 00039-GP-1292 (ABCC) Type of License: General on Premises Category: Wine and Malt

Approved/No Issues or Violations ☒

Reasons for Denial ☐

Comments: \_\_\_\_\_

10. Salty Market, LLC., dba **Salty Market**, 2 Highland Rd, Ellery Paul Althaus, Manager, License #00036-PK-1292 (ABCC) Class: Annual Type of License: Package Store Category: All Alcohol

Approved/No Issues or Violations ☒

Reasons for Denial ☐

Comments: \_\_\_\_\_

11. Stostef, Inc dba **Terra Luna Restaurant**, 104 Shore Rd, Anthony Pasquale, Manager, License # 00018-RS-1292 (ABCC) Type of License: Restaurant Category: All Alcohol

Approved/No Issues or Violations ☒

Reasons for Denial ☐

Comments: \_\_\_\_\_

12. Top Mast Resort Inc, dba **Top Mast Cafe**, 209 Shore Rd, Albert R. Silva, Manager  
License # 00006-RS-1292 (ABCC) Type of License: Restaurant Category: All Alcohol

Approved/No Issues or Violations ☒

Reasons for Denial ☐

Comments: \_\_\_\_\_



13. Robert L. Rice, Inc, dba **Whitman House Rest.**, 7 Great Hollow Rd, Robert L. Rice, Manager  
License # 00002-RS-1292 (ABCC) Type of License: Restaurant Category: All Alcohol

Approved/No Issues or Violations ☒

Reasons for Denial ☐

Comments: \_\_\_\_\_

**POLICE DEPARTMENT APPROVAL**

Date: 3/3/2020

Signature:   
Jamie Calise, Chief of Police

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# LICENSE ALCOHOLIC BEVERAGES

THE LICENSING BOARD OF

The.....Town.....of.....Truro.....

MASSACHUSETTS

HEREBY GRANTS A

## COMMON VICTUALER

License to Expose, Keep for Sale, and to Sell

Wines and Malt Beverages

**To Be Drunk On the Premises**

To Avenue D, Inc. dba Avenue D

Ave D. Rosenthal, Manager

on the following described premises

The premises are on one floor; Main room (660 Sq ft) with banquette seating for 9 to 10 people. Bar will have 6 barstools.

Total occupancy 28 people. Total sq. ft. 1439, 1 Entrance, and 1 Exit.

Located at 14 Truro Center Road, Unit C, Truro.

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires January 15th 2020, unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this 9th day of April, 2019

The Hours during which Alcoholic Beverages may be sold are

From

Monday-Saturday

3:00PM-10:00PM

Sunday 3:00PM-10:00PM

ABCC LIC# 04845-RS-1292

LICENSING BOARD

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

**LICENSE  
ALCOHOLIC BEVERAGES**

**THE LICENSING BOARD OF  
THE TOWN OF TRURO  
MASSACHUSETTS  
HEREBY GRANTS A**

**GENERAL ON PREMISES**

**LICENSE TO EXPOSE, KEEP FOR SALE, AND TO SELL  
ALL KINDS OF ALCOHOLIC BEVERAGES**

**TO BE DRUNK ON THE PREMISES**

To Beach Point Health & Swim Club, LLC  
Albert Silva, Manager

On the following described premises

The building is a 5000 sqft complex housing a 50' pool, kiddie pool,  
hot tub, sauna, steam room, exercise room, 3 private showers, & 2  
bathrooms. Exits are located on each end of the building & in the rear  
of the building. Located at 217 Shore Rd, Truro.

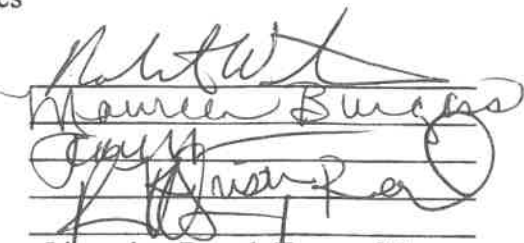
This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires January 15th, 2020 unless earlier suspended, cancelled, or revoked. In testimony whereof, the undersigned have hereunto affixed their official signatures this 26th day of March 2019

The hours during which alcoholic beverages  
may be sold are from:  
Monday-Saturday

9:00am-12:00am

Sunday 10:00am-12:00am

ABCC Lic. # 00034-GP-1292

  
\_\_\_\_\_  
Licensing Board, Town of Truro

# LICENSE ALCOHOLIC BEVERAGES

THE LICENSING BOARD OF

The...TOWN.....of.....TRURO.....

MASSACHUSETTS

HEREBY GRANTS A

## COMMON VICTUALER

License to Expose, Keep for Sale, and to Sell

All Kinds of Alcoholic Beverages

To Be Drunk On the Premises

To. Pamet Restaurant Group, Inc. dba Blackfish Restaurant

Eric Jansen, Manager

on the following described premises

1 1/2 story building with three rooms & adjacent terrace. Both entrance &

exit on the side of the road. Located at 17 Truro Center Road, Truro.

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires January 15th 2020, unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this 26th day of March 2019

The Hours during which Alcoholic Beverages may be sold are

From

Monday-Saturday

8:00am-1:00am

Sunday 12:00pm-1:00am

ABCC LIC #00003-RS-1292

*Michael J. Burgess*  
*[Signature]*  
LICENSING BOARD

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

LICENSE  
ALCOHOLIC BEVERAGES

THE LICENSING BOARD OF

The Town.....of.....Truro.....

MASSACHUSETTS

HEREBY GRANTS A

COMMON VICTUALER

License to Expose, Keep for Sale, and to Sell

All Kinds of Alcoholic Beverages

To Be Drunk On the Premises

To. Captain's Choice Inc.

Christopher W. King, Manager

on the following described premises

One story building with kitchen, dining room (tables), and bathroom (850 sq. ft.). Three entrances and three exits of which  
two entrances and two exits are available to the public. Outdoor patio (1200 sq ft) with tables and sit-down bar for six persons.

Crawl Space (850 sq ft) not used. Attic (850 sq. ft.) used for storage. Located at 4 Highland Rd Unit D, North Truro.

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires January 15th  
2020, unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their  
official signatures this 9th day of April 2019

The Hours during which Alcoholic  
Beverages may be sold are

From

Monday-Saturday

10:00AM-10:00PM

Sunday 10:00AM-10:00PM

ABCC License # 00040-RS-1292

LICENSING BOARD

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



**LICENSE  
ALCOHOLIC BEVERAGES**

**THE LICENSING BOARD OF**

The...TOWN...of...TRURO.....

**MASSACHUSETTS**

**HEREBY GRANTS A**

**RETAIL PACKAGE GOODS STORE**

**License to Expose, Keep for Sale, and to Sell**

**Wines and Malt Beverages**

**Not To Be Drunk On the Premises**

To MCJLT. Inc. DBA Days Market & Deli

Mylan Janopolis, Manager

on the following described premises

Single story, one room market & deli on street level

Located at 271 Shore Road, North Truro, MA 02652

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires January 15th 2020 unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this 15th day of May 2019

The Hours during which Alcoholic Beverages may be sold are

From

Monday -Saturday

8:00am-10:00pm

Sunday 10:00am-10:00pm

ABCC # 89576-PK-1292

*[Handwritten signatures of three board members]*  
Licensing Board

LICENSING BOARD

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

**LICENSE  
ALCOHOLIC BEVERAGES**

## THE LICENSING BOARD OF

**The TOWN of TRURO**

## MASSACHUSETTS

HEREBY GRANTS A

# RETAIL PACKAGE GOODS STORE

## License to Expose, Keep for Sale, and to Sell

## All Kinds of Alcoholic Beverages

### ***Not To Be Drunk On the Premises***

**T2 2 d's Transport Inc. dba Fuller's Package Store**

**Frederick R. Dunn, Manager**

on the following described premises

### Single-story building with two rooms, full basement

for storage. Located at 300 Route 6, Truro.

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires January 15th 2020... unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their  
official signatures this 26th day of March 2019.

The Hours during which Alcoholic Beverages may be sold are

From

Monday - Saturday

8:30am-11:00pm

Sunday 10:00am-11:00pm

ABCC LIC. #00012-PK-1292

Licensing Board

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

# LICENSE ALCOHOLIC BEVERAGES

THE LICENSING BOARD OF

The.....Town.....of.....Truro.....

MASSACHUSETTS

HEREBY GRANTS A

## COMMON VICTUALER

License to Expose, Keep for Sale, and to Sell

All Kinds of Alcoholic Beverages

To Be Drunk On the Premises

To Johnson Golf Management Inc., dba Highland Links Golf Course

Kelly Laramée, Manager

on the following described premises

Two-story building, 1st floor consists of a pro-shop, food & beverage

area and adjacent deck. 2nd floor consists of offices. Exit and entrance

located in the front & rear. Located on Highland Light Road.

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires JANUARY 15TH 2020., unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this 26th day of MARCH 2019.

The Hours during which Alcoholic Beverages may be sold are

From

MONDAY-SATURDAY

10:00AM-7:00PM

SUNDAY

10:00AM-7:00PM

ABCC LIC# 00038-RS-1292

*Maureen Burgess*  
*Register*  
*ALS*

LICENSING BOARD

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



# LICENSE ALCOHOLIC BEVERAGES

THE LICENSING BOARD OF

The.....TOWN.....of.....TRURO.....

MASSACHUSETTS

HEREBY GRANTS A

## RETAIL PACKAGE GOODS STORE

License to Expose, Keep for Sale, and to Sell

Wines and Malt Beverages

Not To Be Drunk On the Premises

To. Jams Too, Inc. dba Jams

Dawn Snow, Manager

on the following described premises

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

Located at 14 Truro Center Road.

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires January 15th 2020 unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their  
official signatures this.....26th.....day of March 2019

The Hours during which Alcoholic  
Beverages may be sold are

From

Monday -Saturday

8:00am-9:00pm

Sunday 10:00am-9:00pm

ABCC LIC.#00011-PK-1292

*Maureen Burgess*  
*Register*  
*Reed*

LICENSING BOARD

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

# LICENSE ALCOHOLIC BEVERAGES

THE LICENSING BOARD OF  
THE TOWN OF TRURO  
MASSACHUSETTS  
HEREBY GRANTS A

## GENERAL ON PREMISES

LICENSE TO EXPOSE, KEEP FOR SALE, AND TO SELL  
WINE & MALT ALCOHOLIC BEVERAGES

### TO BE DRUNK ON THE PREMISES

To Payomet, Inc.

dba Payomet Performing Arts Center

Kevin Rice, Manager

On the following described premises

Performing arts center seasonal facility located in a main tent (50x75)  
and two adjacent side tents (20x50 & 23x49). Main tent includes a lobby  
with concession/bar area, stage and fixed seating areas; side tents  
accommodate additional fixed seating. Located at 29 Old Dewline Rd.

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires January 15, 2020 unless earlier suspended, cancelled, or revoked. In testimony whereof, the undersigned have hereunto affixed their official signatures this 26th day of March 2019

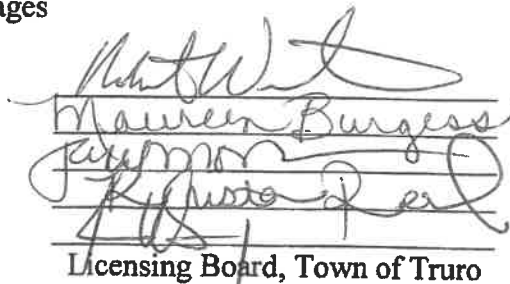
The hours during which alcoholic beverages  
may be sold are from:

Monday - Saturday

5:00pm-10:30pm

Sunday 5:00pm-10:30pm

ABCC LIC # 00039-GP-1292

  
Maureen Burgess  
Licensing Board, Town of Truro

# LICENSE ALCOHOLIC BEVERAGES

THE LICENSING BOARD OF

The TOWN of TRURO

MASSACHUSETTS

HEREBY GRANTS A

## RETAIL PACKAGE GOODS STORE

License to Expose, Keep for Sale, and to Sell

All Kinds of Alcoholic Beverages

Not To Be Drunk On the Premises

To SALTY MARKET, LLC  
ELLERY PAUL ALTHAUS, MANAGER

on the following described premises

Located at 2 Highland Rd. 2 1/2 story building with 1 salesroom for groceries, 1 small  
open room for liquor and back room for prep area for deli. 1 entrance and exit in front of  
building and 2 doors in rear for receiving. Basement for storage, 1/3 size of store.

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires December 31st, 2019..., unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this 7th day of November 2018...

The Hours during which Alcoholic Beverages may be sold are

From

Monday thru Saturday 8:00am- 11:00pm

Sunday sales from 10:00am until 11:00pm

ABCC LICENSE # 00036-PK-1292

*[Handwritten signatures]*  
Licensing Board

LICENSING BOARD

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

© 1994 G&S 4451  
All Rights Reserved

# LICENSE ALCOHOLIC BEVERAGES

THE LICENSING BOARD OF

The TOWN.....of.....TRURO.....

MASSACHUSETTS

HEREBY GRANTS A

## COMMON VICTUALER

License to Expose, Keep for Sale, and to Sell

All Kinds of Alcoholic Beverages

To Be Drunk On the Premises

To STOSTEF, Inc., dba Terra Luna Restaurant

Anthony J. Pasquale, Manager

on the following described premises

One story building with dining rooms and kitchen.

Located at 104 Route 6A (Shore Road), Truro.

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires January 15th 2020., unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this 26th day of March 2019.

The Hours during which Alcoholic Beverages may be sold are

From

Monday-Saturday

10:00am-10:00pm

Sunday 12:00pm-10:00pm

ABCC LIC.#00018-RS-1292

*Maurice Burgess*  
*Robert R. Reel*  
LICENSING BOARD

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



# LICENSE ALCOHOLIC BEVERAGES

THE LICENSING BOARD OF

The TOWN.....of.....TRURO.....

MASSACHUSETTS

HEREBY GRANTS A

## COMMON VICTUALER

License to Expose, Keep for Sale, and to Sell

All Kinds of Alcoholic Beverages

To Be Drunk On the Premises

To TOP MAST RESORT, Inc., dba Top Mast Cafe'

Albert R. Silva, Manager

on the following described premises

Two-story building, upper level is manager's quarters.

Lower story is restaurant, kitchen, restrooms & garage.

Located at 209 Shore Rd., Truro.

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires January 15th 2020., unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their  
official signatures this 26th day of March 20 19

The Hours during which Alcoholic  
Beverages may be sold are

From

Monday-Saturday

9:00am-11:00pm

Sunday 10:00am-11:00pm

ABCC LIC.#00006-RS-1292

*Robert W. Burgess*  
Maurice Burgess  
Raymond  
L. [Signature]  
LICENSING BOARD

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

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All Rights Reserved

# LICENSE ALCOHOLIC BEVERAGES

THE LICENSING BOARD OF

The TOWN.....of TRURO.....

MASSACHUSETTS

HEREBY GRANTS A

## COMMON VICTUALER

License to Expose, Keep for Sale, and to Sell

All Kinds of Alcoholic Beverages

To Be Drunk On the Premises

To ROBERT L. RICE, Inc., dba Whitman House Restaurant

Robert L. Rice, Manager

on the following described premises

First Floor: 4 dining rooms & cocktail lounge, cellar & storage.

Second floor: restroom & storage.

Located off Route 6 at 7 Great Hollow Rd., Truro.

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires January 15th 20.20., unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this 26th.....day of March.....20 19.....

The Hours during which Alcoholic Beverages may be sold are

From

Monday-Saturday

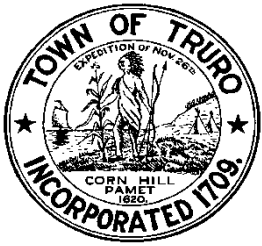
11:00am-11:00pm

Sunday 12:00pm-11:00pm

ABCC LIC #00002-RS-1292

*Robert L. Rice*  
*Maurice Burgess*  
*[Signature]*  
LICENSING BOARD

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



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Licensing Department

**REQUESTOR:** Nicole Tudor, Executive Assistant

**REQUESTED MEETING DATE:** March 24, 2020

**ITEM:** Review and Approve the 2020 Seasonal Renewal Certification for the Alcohol Beverages Control Commission

**EXPLANATION:** In addition to the Alcohol Beverages Control Commission Seasonal license renewal applications, the renewal certification must also be signed by the local licensing authority. The ABCC is requesting this form be approved and signed, as proof of any seasonal licenses that failed to renew or were disapproved for renewal. Truro had no 2020 seasonal licenses that did not renew nor did the Select Board disapprove the renewal of any seasonal alcohol licenses for 2020.

**IMPACT IF NOT APPROVED:** The renewal certification will not be approved for submission to the Alcohol Beverages Control Commission (ABCC).

**SUGGESTED ACTION:** *MOTION TO approve the 2020 Alcohol Beverages Control Commission 2019 renewal certification.*

**ATTACHMENTS:**

1. ABCC 2020 Seasonal Renewal Certification

## SEASONAL RETAIL LIQUOR LICENSE RENEWAL APPLICATION GUIDELINES

Without exception, all seasonal alcoholic beverages **licensees** are required to renew their alcoholic beverages license by **March 31st** of each year.

All retail license renewal applications must be signed by an authorized corporate officer, individual or partner and filed with the Local Licensing Authority by March 31st. Licensees who are in the process of transferring their licenses are required to file the renewal application until the transfer has occurred and they are no longer the licensee of record.

Licensees are responsible for correcting any differences between their files and the ABCC license file on the renewal application in red ink. A Licensing Authority Certification Form verifying these changes which have been ABCC approved must be attached to the license renewal application in order to change the official ABCC license file (zip codes and spelling errors do not require a Form 43).

All on-premises M.G.L. c. 138, §12 licensees must provide proof of the required liquor liability insurance to the Local Licensing Authorities.

All on-premises M.G.L. c. 138, §12 licensees must provide a copy of the required Fire Safety Inspection Certificate to the Local Licensing Authorities. Please **do not forward** a copy of the Fire Safety Certificate or the insurance certificate to the ABCC. You should keep these forms for your records.

---

Please complete this form and mail it to the ABCC along with the signed licensee certificates along with any corrections no later than May 15th, 2020.

Alcoholic Beverages Control Commission  
c/o Licensing Department  
95 Fourth Street, Suite 3  
Chelsea, MA 02150

---

**Any seasonal renewal application not signed and filed by March 31<sup>st</sup> will be treated as a New License.**

If seasonal renewal application becomes a new license for failure to meet the March 31<sup>st</sup> signing deadline, it will be subject to all the procedures set forth under Chapter 138, §15A.

ANY QUESTIONS REGARDING THE ABOVE GUIDELINES SHOULD BE DIRECTED TO HURSHIEL LANGHAM AT EXT. 719 or SABRINA LUC AT EXT. 721

*Ralph Sacramone, Executive Director*



## SEASONAL RENEWAL CERTIFICATION 2020

CITY/TOWN: Truro

### **A. SEASONAL LICENSEES WHO FAILED TO RENEW FOR 2020/21:**

**LICENSE #:**

**LICENSEE CORPORATE NAME AND ADDRESS:**

N/A

### **B. SEASONAL LICENSEES DISAPPROVED BY THE CITY/TOWN FOR 2020/21:**

**LICENSE #:**

**LICENSEE CORPORATE NAME AND ADDRESS:**

N/A

We hereby certify that the premises described in the 2020/21 seasonal renewal applications for the above mentioned municipality are now occupied, used or controlled by the licensee and will be on April 1, 2019. The 2020 Renewal Applications have been approved by the Local Licensing Authorities and forwarded to the ABCC.

The Local Licensing Authorities



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Noelle Scoullar, Executive Assistant

**REQUESTED MEETING DATE:** March 24, 2020

**ITEM:** Approval of 2020 Seasonal License Renewals: Jams Too, Inc. (14 Truro Center Road), Top Mast Café (209 Shore Rd)

**EXPLANATION:** There is one 2020 seasonal license renewal application and supporting documentation for review and approval by the Select Board as the Local Licensing Authority. There were no reported issues with these establishments in 2019. The Health Department License for Jams Too was issued 3/10/2020 and Top Mast Café, 12/20/2019. If you approve these for renewal, the licenses will be issued only upon compliance with all regulations and upon receipt of the necessary documents and fees.

Mass General Law	Licenses & Permits Issued by Select Board	Names of Businesses
Chapter 140 §2	<b>Common Victualer-Cook, Prepare &amp; Serve Food</b>	<b>Jams Too, Inc. Top Mast Café</b>
Chapter 101 §2	<b>Transient Vendor</b>	<b>Jams Too, Inc.</b>

**IMPACT IF NOT APPROVED:** The licenses will not be issued.

**SUGGESTED ACTION:** MOTION TO approve a 2020 Seasonal Common Victualer (food) for Jams Too, Inc. and Top Mast Café and the Transient Vendor License for Jams Too, Inc. upon compliance with all regulations and receipt of the necessary documents and fees.

**ATTACHMENTS:**

1. Renewal Application for 2020: Jams Too, Inc.
2. Renewal Application for 2020: Top Mast Café

2020



# TOWN OF TRURO

PO Box 2030, Truro MA 02666

Tel: 508-349-7004, Extension: 131 or 124 Fax: 508-349-5508

**PAID**  
 TV # 75-CHK 327  
 2/20/2020

## LICENSE APPLICATION: Condominiums, Cottage Colonies, Motels, Campgrounds, Lodging, Gas Station/Retail Service, Transient Vendor

### Section 1 – License Type & Hours of Operation

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

☐ New☒ RenewalFACILITY:

# UNITS

HOURS OF OPERATION:☐ Motel☐ Annual☒ Seasonal☐ Cottage ColonyOpening Date: 5/15/2020☐ CondominiumClosing Date: 10/12/2020☐ CampgroundDays of the Week Open: 7☐ Lodging

RCVD 2020 FEB 20 PM 3:28  
 ADMINISTRATIVE OFFICE  
 TOWN OF TRURO

☒ Transient Vendor

☐ Gas Station (*Please submit your Service Station Compliance Form & Third Part Underground Storage Tank Inspection Report (FP 289))*

### Section 2 – Business Information

Federal Employers Identification Number (FEIN/SS) [REDACTED]Dawn Snow

Print Name of Applicant

Jams Too Inc

Business Name

Dawn + Sebastian Snow

Owner Name

14 Truro Center Rd. P.O. Box 957 Truro

Street Address of Business

Mailing Address of Business

Business Phone Number [REDACTED] or [REDACTED]Business E-Mail Address [REDACTED]

### **Section 3 –MANAGER INFORMATION**

☐ Check if New Manager (if checked, MUST submit Application to Name a Manager)

#### **Name of Onsite Manager:**

Name: Dawn Snow Unit Number: \_\_\_\_\_

Mailing Address: P.O. Box 957 Truro MA 02666

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

Dawn Snow

**Manager's Signature (REQUIRED)**

#### **Name of Offsite Manager:**

Name: Dawn Snow Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Phone: (24 Hour Contact): \_\_\_\_\_ Email Address: \_\_\_\_\_

Dawn Snow

**Manager's Signature (REQUIRED)**

#### **Name of Co- Manager:**

Name: Sebastian Snow Business Name: \_\_\_\_\_

Business Address: P.O. Box 957 Truro MA 02666

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

Sebastian Snow

**Co-Manager's Signature (REQUIRED)**

### **Section 4 – ATTESTATION**

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

Dawn Snow  
Signature of Applicant

Dawn Snow  
Print Name

1/15/2020  
Date

### **Additional Applications & Documentation**

#### **REQUIRED FOR ALL MOTELS, COTTAGE COLONIES, CONDOMINIUMS & CAMPGROUNDS**

- ☐ Smoke detector/fire protection certification
- ☐ IF YOU HAVE EMPLOYEES- Workers Compensation Affidavit & Certificate of Insurance
- ☐ IF YOU DO NOT HAVE EMPLOYEES- Workers Compensation Affidavit
- ☐ Business certificate with the clerk's office

#### **ADDITIONAL (SEPARATE) APPLICATIONS THAT MAY PERTAIN TO YOUR OPERATION**

- ☐ Application for Pool or Hot Tub Permit
  - ☐ Application to Name a Manager
  - ☐ Entertainment License
  - ☐ Application to sell Tobacco
  - ☐ Application for Food Service Permit
- (rev 9/2017)



## Town of Truro Board of Health

24 Town Hall Road, P.O. Box 2030, Truro, MA 02666  
Tel: 508-349-7004, Extension: 131 Fax: 508-349-5508  
Email: [ebecbe@truro-ma.gov](mailto:ebecbe@truro-ma.gov) or [adavis@truro-ma.gov](mailto:adavis@truro-ma.gov)

**PAID**  
FS #75 - CHK 327  
CV #500 2/20/20

### APPLICATION FOR FOOD SERVICE - COMMON VICTUALER

☐ New ☒ Renewal

#### Section 1 - License Type

Type of License: ☒ Food Service ☒ Common Victualer

RCVD 2020FEB20 PM3:27  
ADMINISTRATIVE OFFICE  
TOWN OF TRURO

#### Type of Food Service Establishment:

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

#### Section 2 - Business/Owner/Manger Information

Federal Employers Identification Number (FEIN/SS) [REDACTED]

Business Name: Jams Too Inc D.B.A. Jams

Owner Name: Dawn Snow

Email Address: [REDACTED]

Mailing Address: P.O. Box 957 Truro MA 02666

Phone No: [REDACTED]

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

Name: Dawn Snow

Email Address: [REDACTED]

Mailing Address: 45 Chaske Ave Auburndale MA 02466

Phone No: [REDACTED] 24 Hour Emergency: Same

#### Section 3 - Business Operation Details

Number of Seats: NA Inside: \_\_\_\_\_ Outside: \_\_\_\_\_ Number of Employees: 4 FTE

Length of Permit: ☐ Annual ☒ Seasonal Operation

Hours of Operation: 7am To 6pm

Days Closed Excluding Holidays: \_\_\_\_\_

If Seasonal: Approximate Dates of Operation: 5/1/2020 To 10/31/2020

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

Allergen Awareness Certification (attach copy):

Has your menu changed from last year? ☐ Yes ☒ No

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

#### Section 4 - Attestation

##### Attestation

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

Signature of Applicant: Dawn Snow

Date: 1/15/2020

\*\*\*\*\*

##### Application Checklist:

- ☒ Food Service Permit Application
- ☒ Smoke Detector/Fire Protection Certification
- ☒ Workers Compensation Affidavit/Certificate of Insurance
- ☐ Copy of Inspection of Kitchen Equipment: Commercial Hood and Ventilation System Report
- ☐ Copy of Service report of mechanical washing equipment (Dishwasher)
- ☒ Copy of ServSafe Certification and Allergy Awareness
- ☒ Copy of Choke Saver (for food service establishment w/seating capacity of 25 or more)

#### FOR HEALTH DEPARTMENT USE ONLY

Comments:

Sebastian snow 2/4/2020 exp  
Dawn Snow ServSafe 2/4/22; allergy awareness ✓

Review by G. Bate

Date 3/10/2020

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

on file

Allergen Awareness Certification (attach copy):

on file

Has your menu changed from last year? ☐ Yes ☒ No

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

#### Section 4 - Attestation

##### Attestation

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

Signature of Applicant:

Dawn Snow

Date:

1/15/2020

\*\*\*\*\*

##### Application Checklist:

- ☐ Food Service Permit Application
- ☐ Smoke Detector/Fire Protection Certification
- ☐ Workers Compensation Affidavit/Certificate of Insurance
- ☐ Copy of Inspection of Kitchen Equipment: Commercial Hood and Ventilation System Report
- ☐ Copy of Service report of mechanical washing equipment (Dishwasher)
- ☐ Copy of ServSafe Certification and Allergy Awareness
- ☐ Copy of Choke Saver (for food service establishment w/seating capacity of 25 or more)

#### FOR HEALTH DEPARTMENT USE ONLY

Comments: \_\_\_\_\_

Review by \_\_\_\_\_

Date \_\_\_\_\_

**Number: 2020-092A**

**Fee \$75.00**

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

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

**Dawn Snow, mgr., d/b/a JAMS Too, Inc.**

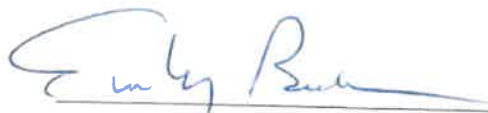
Whose place of business is **14 Truro Center Rd**

Type of business and any restrictions **Grocery/Deli**

To operate a food establishment in **Truro, MA**

Permit Expires: **December 31, 2020**

Date Issued: *March 10, 2020*



**Truro Board of Health Agent**



2020



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

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

**Applicant Information**

**Please Print Legibly**

Business/Organization Name: Jams Too Inc. ; DBA Jams  
 Address: 14 Truro Center Road  
 City/State/Zip: Truro MA Phone #: [REDACTED]

**Are you an employer? Check the appropriate box:**

1. ☒ I am an employer with 4 employees (full and/or part-time).\*
2. ☐ I am a sole proprietor or partnership and have no employees working for me in any capacity. [No workers' comp. insurance required]
3. ☐ We are a corporation and its officers have exercised their right of exemption per c. 152, §1(4), and we have no employees. [No workers' comp. insurance required]\*\*
4. ☐ We are a non-profit organization, staffed by volunteers, with no employees. [No workers' comp. insurance req.]

**Business Type (required):**

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

\*Any applicant that checks box #1 must also fill out the section below showing their workers' compensation policy information.

\*\*If the corporate officers have exempted themselves, but the corporation has other employees, a workers' compensation policy is required and such an organization should check box #1.

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

Insurance Company Name: Norfolk + Dedham Mutual Insurance  
 Insurer's Address: 222 Ames St. P.O. Box 9109  
 City/State/Zip: Dedham MA 02027  
 Policy # or Self-ins. Lic. # [REDACTED] Expiration Date: 1/11/2021

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

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

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

Signature: Dam Snow Date: 1/15/2020  
 Phone #: [REDACTED]

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

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

**Issuing Authority (circle one):**

1. Board of Health 2. Building Department 3. City/Town Clerk 4. Licensing Board 5. Selectmen's Office  
 6. Other \_\_\_\_\_

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

WORKERS COMPENSATION AND EMPLOYERS' LIABILITY  
INSURANCE POLICY --- INFORMATION PAGE

INSURER:

NORFOLK & DEDHAM MUTUAL FIRE INSURANCE COMPANY  
222 AMES STREET  
DEDHAM, MA 02026

POLICY NO:

RENEWAL

NCCI Company No: 21059

Account No:

FEIN:

ITEM 1. NAMED INSURED AND MAILING ADDRESS:

JAMS TOO, INC.  
PO BOX 957  
TRURO, MA 02666

AGENT NAME AND ADDRESS:

KAPLANSKY INS AGCY/ N  
TRURO  
PO BOX 267  
NORTH TRURO, MA 02652

AGENT NO.: 20649

LEGAL ENTITY: CORPORATION

OTHER WORKPLACES NOT SHOWN ABOVE: (See Workers Compensation Classification Schedule)

ITEM 2. POLICY PERIOD: From: 01/11/2020 To: 01/11/2021

Effective 12:01 A.M. Standard Time at the Insured's mailing address.

ITEM 3. COVERAGE:

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

MA

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

Bodily Injury by Accident:	\$	500,000	each accident
Bodily Injury by Disease:	\$	500,000	policy limit
Bodily Injury by Disease:	\$	500,000	each employee

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

SEE ENDORSEMENT WC 20 03 06 B

D. This Policy includes these Endorsements and Schedules:  
See Schedule of Forms and Endorsements.

ITEM 4. PREMIUM: The premium for this Policy will be determined by our Manuals of Rules, Classifications, Rates and Rating Plans. All information required on the Workers Compensation Classification Schedule is subject to verification and change by audit.

Minimum Premium: \$ 220

Audit Period: ANNUAL

Total Estimated

Annual Premium: \$ 2,422

Additional / Return Premium:

Comments :

Issued At:

Date: 12/02/2019

Countersigned by

ServSafe

# ServSafe® CERTIFICATION

**DAWN SNOW**

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

**CERTIFICATE NUMBER**

**2/4/2011**

**DATE OF EXAMINATION**

Local laws apply. Check with your local health department for recertification requirements.

**5242**

**EXAM FORM NUMBER**

**2/4/2022**

**DATE OF EXPIRATION**



#0655

In accordance with Maritime Labor C...

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Contact us with questions at 175 W Jackson Blvd. Ste 1900, Chicago, IL 60604 or [ServSafe@nraef.org](mailto:ServSafe@nraef.org)

ServSafe

# ServSafe® CERTIFICATION

SEBASTIAN SNOW

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

**CERTIFICATE NUMBER**

5242

**EXAM FORM NUMBER**

2/4/2017

2/4/2022

**DATE OF EXAMINATION**

**DATE OF EXPIRATION**

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



#0855

In accordance with Maritime Labor Convention, 2006, the following information is provided:

©2015 National Restaurant Association. All rights reserved. The ServSafe logo is a trademark of the NRAF.

Contact us with questions at 173 W Jackson Blvd. Ste 1500, Chicago, IL 60604 or [ServSafe@restaurant.org](mailto:ServSafe@restaurant.org).

# CERTIFICATE OF ALLERGEN AWARENESS TRAINING

Name of Recipient: DAWN SNOW

Certificate Number: [REDACTED]

Date of Completion: 1/31/2017

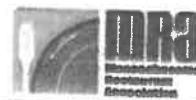
Date of Expiration: 1/31/2022



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

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

Issued By:



Massachusetts Restaurant Association  
333 Turnpike Road, Suite 102  
Southborough, MA 01772  
508-303-9905  
[www.marestaurantassoc.org](http://www.marestaurantassoc.org)

NATIONAL  
RESTAURANT  
ASSOCIATION®  
800.765.2122  
[www.restaurant.org](http://www.restaurant.org)

**FIRE EQUIPMENT**  
INCORPORATED



**RALPH J. PERRY**  
A DIVISION OF  
**FIRE EQUIPMENT, INC.**

Protecting New England. Because so much is at stake.

MEDFORD • AGAWAM • HYANNIS • SMITHFIELD • MANCHESTER

## Kitchen Suppression System Inspection Certificate

*For*

BUILDING DEPARTMENT  
TOWN OF TRURO

FEB 28 2020

RECEIVED BY

Jams Inc.  
14 Truro Center Road  
Truro, MA 02666

Tested to NFPA Standards

*This inspection was performed in accordance with NFPA 17 or 17A Standards. The subsequent pages of this report provide performance measurements, listed ranges of acceptable results, and complete documentation of the inspection. Whenever discrepancies exist between acceptable performance standards and actual test results, notes and/or recommended solutions have been proposed or provided for immediate review and approval.*

*Inspection Date:*

**4/12/2019**

*Inspector Name:* Mike Holubesko

*Title:* Service Technician

# FIRE EQUIPMENT INCORPORATED



**RALPH J. PERRY**  
A DIVISION OF  
**FIRE EQUIPMENT, INC.**

BUILDING DEPARTMENT

TRURO

FEB 20 2020

RECEIVED BY:

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MEDFORD • AGAWAM • HYANNIS • SMITHFIELD • MANCHESTER

Quantity of 280° F Links Changed	
Quantity of 360° F Links Changed	1
Quantity of 450° F Links Changed	
Quantity of 500° F Links Changed	
<b>Interlocks</b>	
Fuel shutoff	Yes
<b>CERTIFICATE OF INSPECTION</b>	
System tagged and left in service	Yes
Pertinent parties notified after conclusion of tasks	Yes
System returned to service	Yes
<b>COMMENTS:</b> control upgrade	
<b>6-Year Maintenance Test</b> Are 6-year tests recorded?	No
<b>12-Year Tests</b> Are 12-year tests recorded?	

Property: Jams Inc.	Street: 14 Truro Center Road	City/State/Zip: Truro, MA 02666
Frequency: Annual	Inspector Name: Mike Holubsko	Date: 4/12/2019
Installed Product: <u>K 00076477B</u>	Product: Kitchen Suppression System	Equipment Location: Unit 14c

System in service before conducting tasks	Yes
Pertinent parties notified before conducting tasks	Yes
<b>Appliances Left to Right:</b>	6 burn, sala
Type of special agent extinguishing system: Wet chemical Dry chemical	Wet Chemical
Prior to performing the required maintenance steps, verify that the system protection is designed and installed correctly for the existing appliance and ventilation system configuration. If not, note deficiencies.	
Were building alterations/renovations made since last inspection?	No
Is system connected to building fire alarm?	Yes
<b>Automatic Shutdown</b>	
What is fuel source? Electricity Gas or Both	Both
<b>Nozzles</b>	
Are caps in place?	Yes
Quantity of Nozzle Caps Changed	
Quantity of Nozzle Seals Changed	
Are nozzles properly oriented to protect hazard?	Yes
Are there signs of damage or clogging?	No
<b>Manual Releases</b>	
Are manual releases clear and unobstructed?	Yes



**FIRE EQUIPMENT**  
INCORPORATED



**RALPH J. PERRY**  
A DIVISION OF  
**FIRE EQUIPMENT, INC.**

Protecting New England. Because so much is at stake.

MEDFORD • AGAWAM • HYANNIS • SMITHFIELD • MANCHESTER

BUILDING DEPARTMENT  
TOWN OF TRURO

FEB 28 2020

RECEIVED BY:

**FIRE SUPPRESSION CYLINDER RECORD**

Kitchen Manufacturer	Model	Hydro	Number of Tanks	Location



**FIRE EQUIPMENT**  
INCORPORATED



**RALPH J. PERRY**  
A DIVISION OF  
**FIRE EQUIPMENT, INC.**

Protecting New England. Because so much is at stake.

MEDFORD • AGAWAM • HYANNIS • SMITHFIELD • MANCHESTER

RP Series Plastic		Types					
-------------------	--	-------	--	--	--	--	--

**FIRE EXTINGUISHERS ARE IN COMPLIANCE WITH NFPA 10 CODE -**

**Recommendations -**

**Comments -**

BUILDING DEPARTMENT  
TOWN OF TRURO

FEB 28 2020

RECEIVED BY

**Signature:**

**Date:**

Apr 12, 2019



HEALTH DEPARTMENT  
TOWN OF TRURO

FEB 21 2020  
RECEIVED BY:

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

HEALTH DEPARTMENT  
TOWN OF TRURO

APR 16 2019  
RECEIVED BY:

FIRE PROTECTION SYSTEMS  
ANNUAL TEST REPORT

BUSINESS NAME:

Jams

OWNER/MANAGER:

Dawn Snow

ADDRESS:

14 Truro Center Road

PHONE #:



NUMBER OF UNITS:

2

CONTACT PERSON:

Dawn Snow

ADDRESS:

P.O. Box 957 Truro MA 02666

TESTING COMPANY:

Ralph Perry

TESTING ELECTRICIAN/TECHNICIAN:

MIKE HOLUBESKO

COMPANY PHONE #:

(508) 775 3473

HOME PHONE #:



LICENSE #:

5342

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

COMMENTS: INSPECTED (2) FIRE SUPPRESSION SYSTEMS AND (6) EXTINGUISHERS

DATE OF CERTIFICATION:

4/12/19

BY:

Michael Holubek

Signature of Licensed Electrician

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



# TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

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

## TAX STATUS REQUEST FOR LICENSING (from the Select Board's Office)

Date February 20, 2020

Owner's Name Dawn Snow

Business Name Tams Too, Inc.

Business Address 14 Truro Center Road

Map and Parcel 50/155

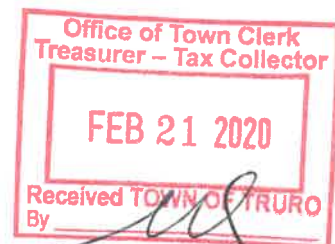
Please verify whether the Real Estate and Personal Property taxes to this property are up to date for the current fiscal year.

*All set through  
FY19.*

Molly Stevens  
Tax Collector's Signature

2/21/2020

Date



DEC 04 2019

RECEIVED BY:



## Town of Truro Board of Health

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

Tel: 508-349-7004, Extension: 131 Fax: 508-349-5508

Email: [ebeebe@truro-ma.gov](mailto:ebeebe@truro-ma.gov) or [adavis@truro-ma.gov](mailto:adavis@truro-ma.gov)

**PAID**  
\$29140

FS#

2020-054

CATH# 2020-054A

650

### APPLICATION FOR FOOD SERVICE - COMMON VICTUALER

☐ New ☒ Renewal

#### Section 1 - License Type

 Type of License: ☒ Food Service ☒ Common Victualer

#### Type of Food Service Establishment:

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Food Service (restaurant or take out) | <input checked="" type="checkbox"/> Catering <i>A.S.</i>          |
| <input type="checkbox"/> Retail Food (commercially prepared foods)        | <input type="checkbox"/> Manufacturer of Ice Cream/Frozen Dessert |
| <input type="checkbox"/> Residential Kitchen                              | <input type="checkbox"/> Bakery                                   |
| <input type="checkbox"/> Bed & Breakfast w/Continental Breakfast          |   |

#### Section 2 - Business/Owner/Manger Information

Federal Employers Identification Number (FEIN/SS) [REDACTED]

Business Name: Top Mast Resort--dba "Top Mast Cafe"

Owner Name: Albert Silva

Email Address: [REDACTED]

Mailing Address: P.O. Box 44, N.Truro MA 02652

Phone No: 508-487-1189

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

Name: Jason Silva

Email Address: [REDACTED]

Mailing Address: P.O. Box 84, N. Truro MA 02652

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

#### Section 3 - Business Operation Details

Number of Seats: Inside: 50 Outside: 22 Number of Employees: 8

Length of Permit: ☐ Annual ☒ Seasonal Operation

Hours of Operation: 7am To 11pm

Days Closed Excluding Holidays: none

If Seasonal: Approximate Dates of Operation: 04 / 01 / 20 To 10 / 31 / 20

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

Allergen Awareness Certification (attach copy):  
Jason Silva

Has your menu changed from last year? ☐ Yes ☒ No

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

#### **Section 4 - Attestation**

##### **Attestation**

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

Signature of Applicant: Jason Silva Date: 12/04/19

\*\*\*\*\*

##### **Application Checklist:**

- ☒ Food Service Permit Application
- ☒ Smoke Detector/Fire Protection Certification
- ☒ Workers Compensation Affidavit/Certificate of Insurance
- ☒ Copy of Inspection of Kitchen Equipment: Commercial Hood and Ventilation System Report
- ☐ Copy of Service report of mechanical washing equipment (Dishwasher)
- ☒ Copy of ServSafe Certification and Allergy Awareness
- ☒ Copy of Choke Saver (for food service establishment w/seating capacity of 25 or more)

#### **FOR HEALTH DEPARTMENT USE ONLY**

Comments: \_\_\_\_\_

Review by \_\_\_\_\_ Date \_\_\_\_\_

**Number: 2020-054**

**Fee \$75.00**

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

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

**Albert Silva, mgr., d/b/a Top Mast Cafe**

Whose place of business is **209 Shore Rd**

Type of business and any restrictions **Restaurant**

To operate a food establishment in **Truro**  
(City or Town)

Permit Expires: **December 31, 2020**

Date Issued: *December 20, 2019*

**Seating: 72**



**Truro Board of Health Agent**



**Number: 2020-054A**

**Fee \$50.00**

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

**Permit To Operate As A Food Caterer**

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

**Albert Silva, mgr., d/b/a Top Mast Cafe**


Whose place of business is : **209 Shore Road**

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

To operate a food establishment in **Truro**

Permit Expires: **December 31, 2020**

Date Issued: *December 20, 2019*

  
**Truro Board of Health Agent**



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

HEALTH DEPARTMENT  
TOWN OF TRURO

DEC 05 2019

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

**Applicant Information**

**Please Print Legibly**

Business/Organization Name: Top Mast Resort Inc. dba "Top Mast Cafe"

Address: 209 Shore Rd

City/State/Zip: North Truro, MA, 02652

Phone: [REDACTED]

**Are you an employer? Check the appropriate box:**

1. ☒ I am a employer with 18 employees (full and/or part-time).\*
2. ☐ I am a sole proprietor or partnership and have no employees working for me in any capacity.  
[No workers' comp. insurance required]
3. ☐ We are a corporation and its officers have exercised their right of exemption per c. 152, §1(4), and we have no employees. [No workers' comp. insurance required]\*\*
4. ☐ We are a non-profit organization, staffed by volunteers, with no employees. [No workers' comp. insurance req.]

**Business Type (required):**

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

\*Any applicant that checks box #1 must also fill out the section below showing their workers' compensation policy information.

\*\*If the corporate officers have exempted themselves, but the corporation has other employees, a workers' compensation policy is required and such an organization should check box #1.

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

Insurance Company Name: Associated Employers Insurance Co.

Insurer's Address: 54 Third Avenue

City/State/Zip: Burlington, MA 01803

Policy # or Self-ins. Lic. # [REDACTED]

Expiration Date: 09/30/2020

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

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

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

Signature: [Signature]

Date: 12/4/19

Phone #: 678-230-0377

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

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

Issuing Authority (circle one):

1. Board of Health 2. Building Department 3. City/Town Clerk 4. Licensing Board 5. Selectmen's Office  
6. Other \_\_\_\_\_

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



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

FIRE PROTECTION SYSTEMS  
ANNUAL TEST REPORT

HEALTH DEPARTMENT  
TOWN OF TRURO

DEC 05 2019

RECEIVED BY

BUSINESS NAME: Top Mast Resort & Cafe

OWNER/MANAGER: Albert Silva/ Silva Heritage Trust

ADDRESS: 209 Shore Rd, N. Truro MA 02652

PHONE #: 508-487-1189 NUMBER OF UNITS: 77

CONTACT PERSON: Jason Silva 678-230-0377

ADDRESS: 209 Shore Rd. N. Truro, MA 02652

TESTING COMPANY: George Felton-Master Electrician

TESTING ELECTRICIAN/TECHNICIAN: Jamie White

COMPANY PHONE #: 508-487-3428 HOME PHONE #: \_\_\_\_\_

LICENSE #: 11223-B

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

COMMENTS: Fire Alarm Panels tested OK

DATE OF CERTIFICATION: 11/22/19 BY: [Signature]  
Signature of Licensed Electrician

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

WORKERS COMPENSATION AND EMPLOYERS LIABILITY INSURANCE POLICY  
INFORMATION PAGE

**Associated Employers Insurance Company**  
54 Third Avenue, Burlington, Massachusetts 01803-0970  
(800) 876-2765

NCCI NO 40959

POLICY NO.  
PRIOR NO.

ITEM

1. The Insured: Topnast Resort Inc As Per Schedule  
DBA:

Mailing address: 217 Shore Road Rte 6a  
P O Box 44  
North Truro, MA 02652

FEIN: \*\*-\*\*\*9681

HEALTH DEPARTMENT  
TOWN OF TRURO

Legal Entity Type: Corporation

DEC 05 2019

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Other workplaces not shown above: See Location

2. The policy period is from 09/30/2019 to 09/30/2020 12:01 a.m. standard time at the Insured's mailing address.
3. A. Workers Compensation Insurance: Part One of the policy applies to the Workers Compensation Law of the states listed here: MA
- B. Employers' Liability Insurance: Part Two of the policy applies to work in each state listed in item 3.A.

The limits of liability under Part Two are:

Bodily Injury by Accident \$ 1,000,000 each accident  
Bodily Injury by Disease \$ 1,000,000 policy limit  
Bodily Injury by Disease \$ 1,000,000 each employee

C. Other States Insurance: Coverage Replaced by Endorsement WC 20 03 06 B

D. This Policy includes these Endorsements and Schedules: SEE SCHEDULE

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

Classifications		Premium Basis	Rates	
	Code No.	Estimated Total Annual Remuneration	Per \$100 Of Remuneration	Estimated Annual Premium
INTRA	000032012			
INTER		SEE CLASS CODE SCHEDULE		

Minimum Premium \$306

GOV	GOV
STATE	CLASS
MA	9052

Total Estimated Annual Premium  
Deposit Premium

State Assessments/Surcharges  
\$6,344.00 x 3.5100%

This policy, including all endorsements, is hereby countersigned by

*Paul A. Zuckerman*  
Authorized Signature

08/30/2019  
Date

Service Office:  
54 Third Avenue  
Burlington MA 01803

Kaplansky Insurance  
114 Harvard Street  
Brookline, MA 02446

WC 00 00 01 A (7-11)

Includes copyrighted material of the National Council on Compensation Insurance, used with its permission.



## Kitchen Suppression System Inspection Certificate

*For*

Top Mast Resort  
209 Shore Road  
North Truro, MA 02652

HEALTH DEPARTMENT  
TOWN OF TRURO

DEC 05 2019

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Tested to NFPA Standards

*This Inspection was performed in accordance with NFPA 17 or 17A Standards. The subsequent pages of this report provide performance measurements, listed ranges of acceptable results, and complete documentation of the inspection. Whenever discrepancies exist between acceptable performance standards and actual test results, notes and/or recommended solutions have been proposed or provided for immediate review and approval.*

*Inspection Date:*  
11/18/2019

*Inspector Name:* Mike Holubenko  
*Title:* Service Technician





## Kitchen Suppression System Inspection Certificate

Property: Top Mast Resort	Street: 209 Shore Road	City/State/Zip: North Truro, MA 02652
Frequency: Annual	Inspector Name: Mike Holubsko	Date: 11/18/2019
Installed Product: <b>K 00072512</b>	Product: Kitchen Suppression System	Equipment Location: #1 Cafe

System in service before conducting tasks	Yes
Pertinent parties notified before conducting tasks	Yes
<b>Appliances Left to Right:</b>	<b>Fry, fry, griddle, Ir char, 6 burn, griddle</b>
Type of special agent extinguishing system: Wet chemical Dry chemical Prior to performing the required maintenance steps, verify that the system protection is designed and installed correctly for the existing appliance and ventilation system configuration. If not, note deficiencies.	Wet Chemical
Were building alterations/renovations made since last inspection?	No
Is system connected to building fire alarm?	Yes
<b>Automatic Shutdown</b>	
What is fuel source? Electricity Gas or Both	Gas
<b>Nozzles</b>	
Are caps in place?	Yes
Quantity of Nozzle Caps Changed	
Quantity of Nozzle Seals Changed	
Are nozzles properly oriented to protect hazard?	Yes
Are there signs of damage or clogging?	No
<b>Manual Releases</b>	
Are manual releases clear and unobstructed?	Yes
<b>System Cylinders and Mechanical Controls</b>	
Are system pressure gauges in proper operating range?	Yes
Tanks mounted and secured?	Yes
All visible piping & conduit properly supported and in good condition?	Yes
Proper pipe schedule and fitting weight(s) for hazard design?	Yes
Flexible discharge hoses? Date:      Part#:      Size: :	No
<b>Portable Fire Extinguishers</b>	
Are fire extinguishers provided?	No
<b>Mechanical Detection Line</b>	
Function tested	Yes
Quantity of 165° F Links Changed	
Quantity of 212° F Links Changed	



Quantity of 280° F Links Changed	
Quantity of 360° F Links Changed	5
Quantity of 450° F Links Changed	
Quantity of 500° F Links Changed	
<b>Interlocks</b>	
Fuel shutoff	Yes
<b>CERTIFICATE OF INSPECTION</b>	
System tagged and left in service	Yes
Pertinent parties notified after conclusion of tasks	Yes
System returned to service	Yes
<b>COMMENTS:</b>	
<b>6-Year Maintenance Test</b> Are 6-year tests recorded?	No
<b>12-Year Tests</b> Are 12-year tests recorded?	





**FIRE SUPPRESSION CYLINDER RECORD**

<b>Kitchen Manufacturer</b>	<b>Model</b>	<b>Hydro</b>	<b>Number of Tanks</b>	<b>Location</b>


**TOTAL # OF EXTINGUISHERS – 14**
**# EXTINGUISHERS DUE SERVICE NEXT YEAR – 0**
**New Equipment -**

DRY CHEM 2.5 ABC		DRY CHEM 5 ABC		DRY CHEM 10 ABC		DRY CHEM 20 ABC	
DRY CHEM 10 BC		DRY CHEM 20 BC		DRY CHEM 10 PK		DRY CHEM 20 PK	
CO2 5lb		CO2 10lb		CO2 15.5lb		CO2 20lb	
Pressurized Water		K Class		Halotron 2.5lb		Halotron 5lb	
Halotron 11lb		Halotron 15lb		Emergency Lights		Exit Lights	
Other							

**Inspection/Recertification –**

Dry Chem	13	K Class	1	Pressurized Water		Halotron	
CO2		Conductivity Test		Wheeled Unit		Emergency Light	
Exit Light		Other Insp					

**Recharges –**

Dry Chem 2 1/2 lb		Dry Chem 5 lb		Dry Chem 10lb		Dry Chem 20lb	
CO2 5 lb		CO2 10 lb		CO2 15 lb		CO2 20 lb	
Pressurized Water		K Class .61		2,5G		Halotron 2.5 lb	
Halotron 5 lb		Halotron 11 lb		Halotron 15.5 Lb		Conductivity Tests	

**Service –**

6 YR Maintenance Halotron		Hydrotest Dry Chem	
6 YR Maintenance Other		Hydrotest Other	

**Parts –**

Service Collar		ORing		Check Stem		Pull Pin	
Vehicle Bracket		Heavy Duty Bracket		Batteries		Battery Disposal	
Wall Hook		M1 - 5lb		M2 -10lb		20lb	
Bulbs		Replacement Cover		Gauge		FEC Cover	
Other Parts		DOT		OSHA		PWM 90	
BL Series Vinyl		Type					



RP Series Plastic		Types					
-------------------	--	-------	--	--	--	--	--

**FIRE EXTINGUISHERS ARE IN COMPLIANCE WITH NFPA 10 CODE –**

**Recommendations -**

**Comments -** Please email inspection report and bill

**Signature:**

H

**Date:**

Nov 18, 2019

**ServSafe**  
National Restaurant Association

HEALTH DEPARTMENT  
TOWN OF TRURO

DEC 05 2019

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# ServSafe® CERTIFICATION

JASON SILVA

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

13396346

CERTIFICATE NUMBER

5127

EXAM FORM NUMBER

3/16/2016

DATE OF EXAMINATION

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

3/16/2021

DATE OF EXPIRATION



#0655

  
Sherman Brown  
SVP, National Restaurant Association Solutions

In accordance with Maritime Labour Convention 2006, Resolution ADM N 068-2013 (Regulation 3.2, Standard A3.2).  
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National Restaurant Association® and the arc design are trademarks of the National Restaurant Association.  
This document cannot be reproduced or altered.  
14102901

v.1401



Contact us with questions at 175 W Jackson Blvd. Ste 1500, Chicago, IL 60604 or [ServSafe@restaurant.org](mailto:ServSafe@restaurant.org).



# CERTIFICATE OF ALLERGEN AWARENESS TRAINING

Name of Recipient: JASON SILVA

Certificate Number: 2238419

Date of Completion: 3/2/2016

Date of Expiration: 3/2/2021

HEALTH DEPARTMENT  
TOWN OF

DEC 05 2019

RECEIVED



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

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

Issued By:



Massachusetts Restaurant Association  
333 Turnpike Road, Suite 102  
Southborough, MA 01772  
508-303-9905  
[www.marestaurantassoc.org](http://www.marestaurantassoc.org)



800.765.2122  
[www.restaurant.org](http://www.restaurant.org)

HEALTH DEPARTMENT  
TOWN OF TRURO

DEC 05 2019

RECEIVED BY

medical  
reserve  
corps



JASON SILVA attended a one hour training in "Anti-Choking Procedures for Food Establishments" as required by the Massachusetts Department of Public Health 105 CMK590.009. This training was conducted by the Cape Cod Medical Reserve Corps American Heart Association certified trained instructors. This certificate is good for two years from the date of issuance.

Diana R. Gaumond BSN, MPH

Director Cape Cod Medical Reserve Corps

Date: 6/11/18

**December 4, 2019**

**I am aware that my "Anti Chocking Procedures" certification will expire on 06/11/2020. I am planning on taking a class in the early spring and will bring a copy of the new certificate to the BOH then.**

**Thank you,**

**Jason Silva**

**678-230-0377**

HEALTH DEPARTMENT  
TOWN OF TRURO  
DEC 05 2019  
RECEIVED BY





# TOWN OF TRURO

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

## TAX STATUS REQUEST FOR LICENSING

Date 12/4/2019

Request is coming from the Selectmen's Office \_\_\_\_\_ Health Office X

Owner's Name

Business Name Top Mast Resort & Cafe

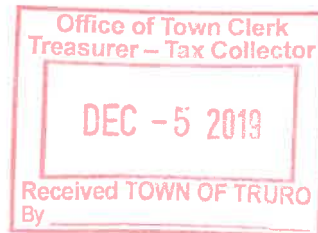
Residential Address 209 Shore Rd

Map and Parcel 17 - 7

Please verify whether the Real Estate and Personal Property taxes to this property are up to date for the current fiscal year. *All set through FY 19.*

Molly Stevens  
Tax Collector's Signature

12/9/2019  
Date





# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Noelle Scoullar, Executive Assistant

**REQUESTED MEETING DATE:** March 24, 2020

**ITEM:** Application to Serve, Noelle Scoullar-reappointment to Registrar of Voters Board

**EXPLANATION:** Ms. Scoullar's appointment expires March 31, 2023. She has submitted her application to serve another term.

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

**IMPACT IF NOT APPROVED:** The Registrar of Voters Board will be down another member.

**SUGGESTED ACTION:** *Motion to reappoint Noelle Scoullar to a three-year term on the Registrar of Voters Board expiring March 31, 2023.*

**ATTACHMENTS:**

1. Application to Serve



# 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: Noelle Scoullar HOME TELEPHONE: [REDACTED]

ADDRESS: 224 Rte. 1 Truro WORK PHONE: [REDACTED]

MAILING ADDRESS: PO Box 99 Truro E-MAIL: [REDACTED]

FAX: 508-349-5505 MULTI-MEMBER BODY ON WHICH I WISH TO SERVE:

Registrar of Voters

SPECIAL QUALIFICATIONS OR INTEREST:

I have been a Registrar of Voters since February 2015.

I am familiar with the duties and am happy to continue!

COMMENTS:

SIGNATURE: Noelle L. Scoullar DATE: March 18, 2020

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

RCVD 2020 MAR 18 AM 9:57

ADMINISTRATIVE OFFICE

TOWN OF TRURO

SIGNATURE:  DATE:

INTERVIEW DATE:  APPOINTMENT DATE (IF  
APPLICABLE):

# DRAFT

## Truro Select Board Meeting Tuesday, March 10, 2020 Truro Town Hall

**Select Board Members Present:** Janet Worthington, Chair; Susan Areson, Kristen Reed, Stephanie Rein, Robert Weinstein

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

Chair Janet Worthington called the meeting to order at 5:00 p.m.

### **PUBLIC COMMENT**

Janet Worthington, Town Manager Rae Ann Palmer and Fire Chief/Emergency Management Director Timothy Collins conveyed information on precautions already being taken and discussed mobilization against the spread of the coronavirus, COVID-19. Updates will be provided on the Town website.

### **COMMITTEE APPOINTMENTS**

#### ***Open Space Committee***

Susan Girard-Irwin said that her appreciation of conservation land, her background as a scientist and her willingness to serve the Town explain her interest in joining the Open Space Committee.

Robert Weinstein moved to appoint Susan Girard-Irwin to the Open Space Committee for a three-year term expiring on June 30, 2023. Kristen Reed seconded, and the motion carried 5-0.

#### ***Screening Committee for Next Town Manager***

There were seven applicants for positions on the Screening Committee, but Ms. Palmer had received an e-mail from Ronald Fichtner, who had withdrawn his application. He suggested that the Select Board might have to name an interim Town Manager if the search could not go forward because of the coronavirus pandemic. Ms. Palmer said the first meeting of the Search Committee meeting would be held at a date later than the one originally set, but the April 9, 2020 all day interview session should be kept as planned. That allows time to suspend or postpone if necessary.

The Select Board proceeded with interviews of six applicants with decisions held until three other applicants are interviewed at the next meeting.

John Dundas said his business background gave him experience in hiring. He sought a Town Manager who would continue in the direction that Rae Ann Palmer had set, keeping what works and innovating with improvements. He responded to questions from the Board on determining a candidate's prudence and decision-making ability. He called business challenges, the aging population and advancement of technology key issues. Mr. Dundas said a special person is needed to handle management of Truro.

Clinton Kershaw said he was interested in the committee because of the importance of the Town Manager's role in Truro. He was concerned about the need for affordable housing and the impact of rising taxes, both key issues which he identified. He would seek a creative thinker to deal with the challenges of Truro. Mr. Kershaw discussed environmental concerns in response to a question on Truro's sustainability.

Nancy Medoff introduced herself as a new full-time resident. She is interested in getting involved in the selection of the next Town Manager. She has had experience in hiring people that are a good fit. She clarified a comment on her application about use of behavioral interviewing. She says a Town Manager serves the citizens, employees and works with the neighboring towns. Key issues Ms. Medoff identified are affordable housing, protection of land through conservation and budget practices. She would ask for proof of candidates' financial experience, she said.

Robert Panessiti highlighted his experience on the Finance Committee, the Charter Review Committee, a 2014-2015 Public Safety study, a public awareness campaign for the Police Department and his work on annual budgets for the Town. He provided his business and educational background. He said he has perspective from his long service to the Town, working with several Town Administrators/Managers and Selectmen/Select Boards. Mr. Panessiti discussed expanding budgets and the importance of a Town Manager that understands the budget process. He said a Town Manager must be able to provide good information to the Select Board. He considers economic development a key issue for dealing with housing and the year-round population decline. Mr. Panessiti expanded upon the annual budget process and fiscal challenges the Town faces. He discussed the challenge of finding a person who understands Truro.

Dan Schreiner offered information on his experience with the Council on Aging and substitute teaching at the Truro Elementary School. He identified challenges facing a Town Manager as the fiscal aspects, seasonal and aging population changes and dealing with constituents, press, committees and summer visitors. In his career in public health, Mr. Schreiner has had experience with search committees. A Town Manager must look at the budget, identify and communicate issues that arise quickly and manage changes, he said. Key issues he identified included the aging population, resources for them, businesses and housing for various incomes levels for those who work in Truro. He would look at candidates' history in budgeting to determine their qualifications. Mr. Schreiner recommended the choice of someone who could address Truro's unique needs. He discussed a Town Manager's role in working with Select Boards.

Paul Wisotzky gave his background as a former Select Board member and chair and his experience in hiring as a Select Board member. He considers himself capable of finding the right candidates, and he is committed to group process in the selections. The screening committee should bring a diversified group of Town Manager candidates to the Select Board, he said. He considers it the Town Manager's role to provide leadership, direct staff, support the Select Board and help with policy. Experience in municipal government is essential, he said.

Key issues that Mr. Wisotzky identified were affordable housing, sustainability of the year-round community, strong schools, economic development opportunities, climate change and budgets. He would look for a candidate with strong experience in municipal finance and budgeting, someone with a creative approach to budget and finding grants. He added that the person chosen should have an awareness of what they know how to do well and the areas in which they need support.

## **SELECT BOARD ACTION**

### ***Review of Annual Town Meeting Warrant Articles***

Rae Ann Palmer presented a draft version of the 2020 Annual Town Meeting Warrant and requested Select Board recommendations on the Articles that Town Counsel had reviewed. Most Articles, except the zoning bylaws ones, were ready for Select Board votes. Ms. Palmer acknowledged the work that Assistant Town Manager Kelly Clark had done preparing the Warrant.

### **Article 1 Authorization to Hear the Report of Multi-member Bodies**

Susan Areson recommended Article 1 as printed in the Warrant. Robert Weinstein seconded. The motion carried 5-0-0.

### **Article 2 Authorization to Set the Salary of the Select Board**

Kristen Reed recommended Article 2 as printed in the Warrant. Stephanie Rein seconded. The motion carried 5-0-0.

### **Article 3 Authorization to Set the Salary of the Moderator**

*Robert Weinstein recused himself.*

Kristen Reed recommended Article 3 as printed in the Warrant. Stephanie Rein seconded. The motion carried 4-0-1.

### **Article 4 Amendments to the FY2020 Operating Budget Funded by Free Cash**

Ms. Palmer explained that debt for Cape Cod Regional Technical High School and the Walsh Property had not been included in the FY 2020 Budget.

Robert Weinstein recommended Article 4 as printed in the Warrant. Susan Areson seconded. The motion carried 5-0-0.

### **Article 5 Amendments to the FY2020 Operating Budget Funded by Capital Stabilization**

The amendments to the FY2020 Budget are for hydration station installations at the Library and Community Center. This is related to the ban of single use plastic water bottles in municipal buildings.

Susan Areson recommended Article 5 as printed in the Warrant. Robert Weinstein seconded. The motion carried 5-0-0.

### **Article 6 FY2021 Omnibus Budget Appropriation**

The Fiscal Year 2021 Budget figures will be ready for the March 24, 2020 meeting.

### **Article 7 General Override**

The override is to provide funding for four additional fire fighter/paramedics.

Kristen Reed recommended Article 7 as printed in the Warrant. Robert Weinstein seconded. The motion carried 5-0-0.

### **Article 8, Section 1 Transfer of Funds from Free Cash to Reduce of Stabilize the FY 2021 Tax Rate**

This reduces the amount of money needed to be raised by taxation, Ms. Palmer said.

Susan Areson recommended Article 8, Section 1 as printed in the Warrant. Kristen Reed seconded. The motion carried 5-0-0.

### **Article 8, Section 2 Transfer of Funds from Free Cash to the OPEB Trust Fund**

Transferring \$400,000 into Other Post-Employment Benefits (OPEB) improves the Town's bonding position, Ms. Palmer said.

Susan Areson recommended Article 8, Section 2 as printed in the Warrant. Kristen Reed seconded. The motion carried 5-0-0.

### **Article 8, Section 3 Transfer of Funds from Free Cash to the Capital Expenditure Stabilization Fund**

This transfer makes funding for future large purchases available.

Susan Areson recommended Article 8, Section 3 as printed in the Warrant. Robert Weinstein seconded. The motion carried 5-0-0.

### **Article 8, Section 4 Transfer of Funds from Free Cash to the Stabilization Fund**

A transfer of \$100,000 to the "Rainy Day Fund" will bring it to almost 5% for expenditures.

Susan Areson recommended Article 8, Section 4 as printed in the Warrant. Janet Worthington seconded. The motion carried 5-0-0.

### **Article 9 Council on Aging Revolving Fund**

This authorization to spend money from the COA Revolving Fund is required by General Law.

Robert Weinstein recommended Article 9 as printed in the Warrant. Kristen Reed seconded. The motion carried 5-0-0.

### **Article 10 Authorization to Expend Funds in Anticipation of Reimbursement for State Highway Assistance Aid**

Kristen Reed recommended Article 10 as printed in the Warrant. Janet Worthington seconded. The motion carried 5-0-0.

### **Article 11 Authorization to Lease Land for Cellular Towers**

This Article allows for negotiations to lease land and manage the Town's two cellular towers.

Robert Weinstein recommended Article 11 as printed in the Warrant. Susan Areson seconded. The motion carried 5-0-0.



**Article 12 Authorization to Transfer Town Property to the Conservation Trust**

A vote on the strip of land on Pond Village Avenue was put on hold.

**Article 13 Amend Personnel Bylaw, Article VIII, Section 8.1**

The change from half-day to full-day vacation time for Christmas Eve and New Year's Eve is to help scheduling. It also will prevent lengthy closures at the Transfer Station at any holiday time. Kristen Reed recommended Article 13 as printed in the Warrant. Janet Worthington seconded. The motion carried 5-0-0.

**Article 14 Capital Exclusion Request for Heavy Duty Tractor Truck Replacement**

The capital exclusion has a one-time impact to the tax rate.

Robert Weinstein recommended Article 14 as printed in the Warrant. Kristen Reed seconded. The motion carried 5-0-0.

**Article 15 Borrowing Authorization for Ambulance**

The debt exclusion is for short term borrowing to purchase a new ambulance. Robert Weinstein asked if 4-wheel drive vehicles are a possibility.

Ms. Palmer said the Article would be on hold until cost of a 4-wheel drive vehicle could be compared.

**Article 16, Sections 1-8**

All sections of Community Preservation Act Article 16 were held until the next meeting so that project advocates could be present to explain each request.

**Article 17 Accept M.G.L. c. 142, § 12 Plumbing and Gas Fitting Inspectors**

Town Counsel said this Article does not have to be accepted; therefore, it will be removed from the Warrant.

**Article 18 Accept M.G.L. c. 143, § 3Z Part-time Building Inspectors**

Articles 18 and 19 are about part-time inspectors. It authorizes them to do private work in Truro as long as they don't do the inspections for their work.

Susan Areson recommended Article 18 as printed in the Warrant. Robert Weinstein seconded. The motion carried 5-0-0.

**Article 19 Accept M.G.L. c. 166, §32A Wiring Inspectors**

Kristen Reed recommended Article 19 as printed in the Warrant. Janet Worthington seconded. The motion carried 5-0-0.

**Article 20 Amend General Bylaws Chapter 2, Section 2-1-1, Renting or Leasing Buildings**

This change applies the rental registration bylaw to all buildings rented for fewer than 120 days. Susan Areson recommended Article 20 as printed in the Warrant. Kristen Reed seconded. The motion carried 5-0-0.

**Article 21 Amend General Bylaws, Chapter 3 Prohibitions on the Use and Sale of Balloons**

Susan Areson, Stephanie Rein and Ms. Palmer discussed air-filled balloons and helium balloons. The bylaw would apply only to helium ones. Kristen Reed asked about enforcement and about advertising the change of policy if the Article is approved at Town Meeting.

Robert Weinstein recommended Article 21 as printed in the Warrant. Janet Worthington seconded. The motion carried 5-0-0.

**Article 22 Amend General Bylaws, Chapter 3 Municipal Single-use Plastic Bottle Ban**

Susan Areson recommended Article 22 as printed in the Warrant. Robert Weinstein seconded. The motion carried 5-0-0.

**Articles 23-34**

Votes on all the zoning bylaw Articles were postponed until Town Counsel reviews and comments on the Articles.

**Article 35 Reduction of Truro's Net Greenhouse Gas Emissions to Zero by 2050**

Chair of Climate Action Committee Carol Harris came forward to explain context for this advisory Article by the Climate Action Committee. This is an initial step, in synch with other towns and countries around the world, in the process to get Truro to zero gas emissions. Ms. Palmer commented on the importance of this effort.

Kristen Reed recommended Article 35 as printed in the Warrant. Robert Weinstein seconded. The motion carried 5-0-0.

**Article 36 Advisory Vote on the Use of Automated Tabulator**

The Article is staff initiated, but citizens have expressed strong opinions for keeping "the crank." Kristen Reed suggested a presentation about the tabulator at Town Meeting, but Ms. Palmer said that is not customary practice.

Susan Areson recommended Article 36 as printed in the Warrant. Janet Worthington seconded. The motion carried 5-0-0.

**Article 37 Non-binding Public Advisory Questions for Increased Security at Pilgrim Nuclear Power Station on Cape Cod Bay – Petitioned Article**

Ms. Palmer asked the Select Board to decide whether the question should be placed in the Warrant or appear on the ballot. Michael Holt introduced Cape Downwinders' Executive Director Diane Turco, who explained that the Cape Downwinders are presenting the petition to all Cape Cod towns because of the continued danger of the closed Pilgrim Nuclear Plant. There are safety concerns about the storage of spent fuel and a need for heightened security. Robert Weinstein thanked Ms. Turco and the Downwinders for their vigilance for Cape Cod's safety. Kristen Reed recommended Article 37 as printed in the Warrant. Stephanie Rein seconded. The motion carried 5-0-0.

**Article 38 Resolution in support of Changing the State Flag & Seal of Massachusetts – Petitioned Article**

Support of a bill to create a commission to change flag and seal for the Commonwealth of Massachusetts was brought to the attention of Truro residents who submitted this petition. Kristen Reed recommended Article 38 as printed in the Warrant. Robert Weinstein seconded. The motion carried 3-2-0.

**Article 39 Charter Amendment to Sections 3-1-1 and 6-4-2 – Petitioned Article**

Town Counsel deemed this Petitioned Article legal. The proposal to move Planning Board from an elected to an appointed body generated much discussion. Janet Worthington expressed her strong opposition to the change. Kristen Reed said she is divided about this after listening to both sides. Robert Weinstein said he welcomes the debate at Town Meeting. Raphael Richter, representing himself as a member of the community, said he considers a Planning Board by appointment a good policy. He said there has not been a contested election for any of the current Planning Board members. He perceives more accountability when candidates are interviewed at a Select Board meeting for an appointment. Stephanie Rein said she is all for democratic process, but she sees the conflicting issues. She leans towards letting citizens decide. Susan Areson noted that the Select Board can vote against recommendation, but the Article still brings the decision to Town Meeting. She said she will not support the change to appointment of Planning Board members. Ms. Areson said she is distressed by the unwarranted public criticism that members of the Planning Board have received.

Colby Blem suggested that all Select Board members abstain from a decision. Robert Panessiti, Chair of the Charter Review Committee, said that the Charter Review Commission has been following guidelines from MMA, but people have been letting the issue get personal. He said that the Charter Review Commission will discuss the Article and craft a message to bring to Candidates Night/Pre-Town Meeting. He considers the Petitioned Article premature. Ann Greenbaum, Chair of the Planning Board, encouraged the Select Board to vote and express their opinions. She seeks to get more people interested in serving on boards and committees whether by appointment or election. She said that “interview and appoint” do not provide more screening than an uncontested election. Michael Holt, speaking as himself, addressed Kristen Reed and Stephanie Rein, who seemed to be undecided, and urged them to vote *no*. In his opinion, Planning Board by election offers more opportunity for representative democracy. Kristen Reed said she wants to hear all the voices at Town Meeting.

Robert Weinstein recommended Article 39 as printed in the Warrant. Kristen Reed seconded. The motion to recommend did not carry 2-3-0.

**Article 40 Local Room Occupancy Tax Allocation – Petitioned Article**

Town Counsel said that this Petitioned Article is not a legal article. He recommended tabling it indefinitely since it is not in legal form and cannot be voted on at Town Meeting. Percentage amounts up to 6% are allowed by law but, there are no provisions for allocations. Ms. Palmer said she will hold the Article until she checks again with Town Counsel.

**Article 41 Charter Amendment to Section 2-2-4 – Petitioned Article**

*Robert Weinstein recused himself from deliberation on this Article.*

Town Counsel advised that Petitioned Articles are to be placed exactly as submitted; however, the second sentence should be stricken. It is not possible for a single individual to follow the same rules as a board. Janet Worthington said that the intent was to add transparency to the process. At Town Meeting the petitioner would have to make the amendment to strike the second sentence. The Select Board voted on the Article as it is.

Susan Areson recommended Article 41 as printed in the Warrant. Janet Worthington seconded. The motion carried 3-2-1.

**Additional Petitioned Article**

The last Article was displayed on the screen and did not appear in the draft Warrant because it had been submitted after deadline for financial Articles. Ms. Palmer said it would be up to the Select Board to decide whether to include it in the Warrant. It had been improperly constructed as a Proposition 2 ½ % debt exclusion and would need to be presented as an override and placed on the ballot. Ms. Palmer said she wants to consult with Town Counsel to see if the Article can be changed to an override since debt exclusion is inaccurate.

Raphael Richter explained his petitioned Article to offer childcare vouchers for 3-year old children. It is intended as an incentive for young families to stay in Truro. The voucher program is open to everyone, rather than need based, he said. He considered other means of amending the Article through budget adjustments made at Town Meeting and a means of getting it on the ballot.

Ms. Palmer said she will need to clarify the process with Town Counsel. Select Board members agreed that should take place before they make a decision. They will consider the Article at the next meeting.

***Liaison Assignments***

Chair Janet Worthington said that liaison assignments for Stephanie Rein had not yet been determined. Susan Areson asked if the liaison assignments would need to be redone after the election in May. The Charter calls for a reorganization every year after elections, and that includes the liaison assignments, Ms. Palmer said. Stephanie Rein accepted liaison assignments for the Water Resources Oversight Committee, the Commission on Disabilities, Conservation Commission and the Climate Action Committee.

**CONSENT AGENDA**

Review/Approve and Authorize Signature:

- 1. Event Notification Form for Harbor to the Bay Bike Ride*
- 2. Event Notification Form for SOS Cape Cod Triathlon-New England Endurance Events*
- 3. Event Notification Form for American Lung Association Autumn Escape Bike Trek*

B. Review and Approve Renewal of the Aquaculture Development License for John Burns

C. Review and Approve Select Board Minutes-February 6th and February 11th, 2020 (Budget), February 11th and February 25th (Regular) and February 13th, 2020 (Work session)

Kristen Reed recused herself from voting on the minutes of February 25, 2020, and Susan Areson recused herself from voting on the Budget Task Force meeting minutes of February 6, 2020. Susan Areson made corrections to the minutes of the meetings of February 6, February 11 and February 25, 2020.

Susan Areson moved to approve the Consent Agenda with the amendments and recusals as discussed. Kristen Reed seconded, and the motion carried 5-0.

### **SELECT BOARD REPORTS/COMMENTS**

Robert Weinstein reported on his office hours at the Council on Aging. He said he was unable to answer questions on the status of the Truro Motor Inn regarding the large sum of money in tax arrears that the owners of the property had accumulated, nor could he explain what prevents reconfiguration of rooms inside the building. Another person demonstrated the use of electric bicycles suitable for elders, he said.

Susan Areson had attended the Charter Review Commission meeting. They are planning a public hearing at the April 14, 2020 Pre-Town Meeting. Ms. Areson had gone to Cloverleaf Oversight Committee meeting. They will be holding a public hearing on changes to the plan this Thursday, March 12, 2020. The Peer Review report, which addresses nitrate and septic issues, is now on the Town website. CDP's Lower Cape Housing Institute Peer Group met recently, and she and Stephanie Rein had participated. Representatives from Eastham to Provincetown discussed housing issues, Town Meeting Articles being prepared on housing and the privately financed dorms for Provincetown. Training continues on April 2, 2020 with a presentation at the Eastham Public Library on housing and preservation. Ms. Areson had attended the last Board of Health meeting with the expectation that they would discuss the Truro Motor Inn, but the Town is waiting for a court ruling on receivership.

Kristen Reed commented on respectful disagreement by Select Board members. No one had showed up for her office hours, she said. The hours hadn't been listed on the website. She said that the 2020 Census still has temporary positions available. The Census 2020 website has more information on the positions and timeframes.

Stephanie Rein had attended the Lower Cape Housing Institute's Peer Group meeting. She said this was a good way to share what is going on in other towns.

Janet Worthington acknowledged Senior Communications Director Heid Dyer's retirement after 35 years of service to Truro in Communications/Dispatch. She thanked her for the many dispatchers she had trained and wished her well. Ms. Worthington had attended the COA Board meeting earlier in the day. There will be movies offered at the COA now that they have received licensing. She reported that the lunches are increasing in popularity and that the COA is looking for part-time drivers.

**TOWN MANAGER'S REPORT**

Rae Ann Palmer reported on several topics. She continues conversations with federal and state partners for funding little Pamet and Pamet environmental projects. She reminded people that board members can attend any public meeting. If a quorum occurs, members should not sit together or converse during the meeting because it calls into question violation of open meeting law. She said that the Peer Review for the Cloverleaf suggests that even though there is public water, an Innovative/Alternative (I/A) septic system is to be engineered for nitrate reduction on the site. The Town will apply to MassWorks for the funding. The rest of the Peer Review comments are related to site plan and stormwater, she said. Ms. Palmer said she will include more details in her weekly report. The main message is that the project is moving forward with a septic system that will not add nitrates. Current taxes for the Truro Motor Inn have been paid, and delinquent taxes have been moved to collection. The Delgizzi's attorney and Town are working together on the case. An engineered septic plan for the Truro Motor Inn is to go before Board of Health. It had been delayed because Truro's attorney could not attend the last meeting. The Town now has a better plan of the building and information on who lives in each room. The Health Agent and Rae Ann Palmer continue to work on the situation with Town Counsel. Ms. Palmer announced that the Town assistant tax collector to sign necessary actions related to delinquent taxes. There are "owner unknown" properties that make collection difficult, she said.

**NEXT MEETING**

Ms. Palmer reviewed agenda items for the March 24, 2020 meeting: interviews for three more applicants for the Town Manager Screening Committee, remaining Warrant Articles, appointment of an Assistant Tax Collector, a curb cut, seasonal licenses and a seasonal alcohol renewal application.

**ADJOURNMENT**

Robert Weinstein moved to adjourn. Kristen Reed seconded, and the motion carried 5-0. The meeting was adjourned at 8:22 p.m.

Respectfully submitted,

Mary Rogers

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Janet Worthington, Chair

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Susan Areson

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Kristen Reed, Clerk

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Stephanie Rein

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Robert Weinstein, Vice-chair

**Public Records material of 3/10/2020**

1. Application papers of Susan Girard-Irwin for Open Space Committee
2. Applications of John Dundas, Clinton Kershaw, Nancy Medoff, Robert Panessiti, Ronald Fichtner, Dan Schreiner and Paul Wisotzky for Town Manager Screening Committee
3. Draft 2020 Annual Town Meeting Warrant
4. Select Board liaison assignment list
5. Event Notification Form for Harbor to the Bay Bike Ride
6. Event Notification Form for SOS Cape Cod Triathlon-New England Endurance Events
7. Event Notification Form for American Lung Association Autumn Escape Bike Trek
8. Renewal of the Aquaculture Development License for John Burns



**Truro Select Board Emergency Meeting  
Friday, March 13, 2020  
Truro Town Hall**

**Select Board Members Attending:** Janet Worthington, Chair; Susan Areson, Kristen Reed, Stephanie Rein, Robert Weinstein

**Attending:** Town Manager Rae Ann Palmer; Assistant Town Manager Kelly Clark; Police Chief Jamie Calise; Fire Chief Timothy Collins; Health Agent Emily Beebe

Chair Janet Worthington called the emergency meeting to order at 2:00 p.m.

Town Manager Rae Ann Palmer explained that the emergency meeting had been called to discuss response to the coronavirus, COVID-19. She recommended closing Town buildings to the public. Police, Fire, the Department of Public Works and the Transfer Station would stay open. COA lunches would offer pick up and delivery. Messages would be provided on ALERTruro. She suggested remaining flexible.

Police Chief Calise said the Police Department will depend upon the phone as much as possible, but it will be business as usual otherwise. He was concerned for the health of everyone if a member of the staff gets the virus. Health Agent Emily Beebe said she will be writing protocols for staff quarantine practices for staff in direct contact with anyone with the virus. Fire Chief Timothy Collins discussed work with Lower Cape Ambulance to minimize exposure to any known COVID-19 case. He offered the current statistics and said that containing people slows the spread. Ms. Palmer said ideally employees who can work from home will do so, but this can't happen across the board. She recommended social distancing for employees working inside the Town buildings.

Janet Worthington recommended a day by day approach. Health Agent Beebe said it is best to be proactive. Closing the buildings to the public is the right action. This will offer time to address staff needs should anyone get sick. Kristen Reed asked about planning for a longer time period. Ms. Palmer said planning now was based on 30 days to match the school closures. In a crisis, Town management needs to be on duty to protect employees and citizens. Ms. Palmer said plans will continue to prepare for Town Meeting on schedule. If postponement is necessary, the Town Moderator can postpone the meeting for 30 days.

Health Agent Emily Beebe reported on communications with the Health Agent Coalition (HAC) of Eastham, Wellfleet, Truro and Provincetown. They meet once a week, remotely, to follow what is happening elsewhere and in each town and consider advisories from the Massachusetts Department of Public Health (DPH) and the Center for Disease Control (CDC). Kristen Reed reported on problems in testing for the virus. Stephanie Rein and Chief Collins commented on the inaccuracy of statistics because of the unavailability of testing.

Susan Areson recommended briefings as often as needed because the virus is moving so fast. Ms. Worthington suggested the CDC website for information on testing. She mentioned that the President had declared a National Emergency earlier in the day. Fire Chief Collins repeated the three preventative measures known to work: thorough hand washing, keeping social distance, no direct bodily contact. Chief Calise recommended a Question & Answer sheet on the Town website. Susan Areson asked what provisions would be made for people who do not have Internet access. Janet Worthington said citizens need to hear a Truro-directed message. Postings on bulletin boards at the post offices or messages in the mailboxes were discussed. Clint Kershaw suggested putting notices in bags of Soup Kitchen meals provided to elders. Agent Beebe said she will discuss including messages with the COA and school for the meals they provide.

Stephanie Rein discussed the importance of limiting social interaction. Ms. Palmer said the St. Patrick's Day meal will be done by pick-up only. The student meals will be temporarily suspended but will resume in a week. Messages can be added with the meals. Ms. Palmer said a mail-out to all local residents could be done. Chair Worthington noted that the next Select Board meeting on March 24, 2020 would be televised, offering an opportunity for health updates and related information. Planning Board Chair Ann Greenbaum said she would read updates at the beginning of each televised Planning Board meeting. Stephanie Rein asked about residents who don't have television service. Ms. Rein also asked about provisions for those taking out election papers for the Select Board position. She mentioned the number of second homeowners who are fleeing here from New York City.

Janet Worthington and Susan Areson offered to help with the message on Town building closures. Ms. Palmer said she would be holding a staff meeting on Monday, March 16, 2020 in the morning and suggested having an afternoon Select Board meeting. The remainder of the meeting was spent constructing a message that provided current information, reassured citizens and promised to share more information as it became available. Ms. Palmer emphasized that the message should contain only accurate information. Susan Areson suggested that the Town acknowledge that it does not yet have answers to all the questions that have been raised.

The announcement to the citizens will be posted on the Town website and sent out by means of ALERTruro. Ms. Palmer provided a phone number for callers with questions to use. The next emergency Select Board meeting was planned for 2 p.m. on Monday. The other regulatory boards will continue to meet on schedule.

Kristen Reed moved to adjourn. Robert Weinstein seconded, and the motion carried 5-0. The meeting was adjourned at 3:23 p.m.

Respectfully submitted,

Mary Rogers,  
Secretary

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Janet Worthington, Chair

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Susan Areson

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Kristen Reed, Clerk

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Stephanie Rein

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Robert Weinstein, Vice-chair

**Truro Select Board Emergency Meeting  
Tuesday, March 16, 2020  
Truro Town Hall**

**Select Board Members Attending:** Janet Worthington, Chair; Susan Areson, Kristen Reed, Stephanie Rein, Robert Weinstein

**Attending:** Town Manager Rae Ann Palmer; Assistant Town Manager Kelly Clark; Police Chief Jamie Calise; Fire Chief Timothy Collins; Health Agent Emily Beebe

Chair Janet Worthington called the emergency meeting to order at 2:00 p.m.

Town Manager Rae Ann Palmer explained that the meeting was being held via conference call since Governor Baker has suspended open meeting law attendance regulations. She identified those physically present: Janet Worthington, Police Chief Calise, Fire Chief Collins, Health Agent Beebe and herself. The other Select Board members attended by phone.

Ms. Palmer reported on the staff meeting held in the morning. At that meeting, they planned for who would need to stay working at Town Hall. Those staff members will rotate their schedules to maintain coverage. All Town buildings except the Public Safety Facility will remain closed to the public. KP Law recommended postponing regulatory board meetings and hearings for 90 days. Health Agent Emily Beebe said that will need the cooperation of the applicants scheduled to appear at the hearings. Lock boxes at the Public Safety Facility and Town Hall are being installed for permit applications. More information on them will be posted on the Town website. Inspection requests should be called in to schedule appointments. The Council on Aging will keep staff to provide phone coverage. The St. Patrick's Day dinner will be handled through pickup and delivery of the meals. The COA will continue lunches by pickup and delivery services. Ms. Palmer said that the Central School plans to continue their breakfast and lunch program, but citizens should check the School website for details.

The Town Manager said she is proceeding on a day by day basis. At this time, she anticipates that everyone will continue to work. Fire Chief Timothy Collins said rescue responders and Lower Cape Ambulance have been planning protocols for suspected COVID-19 cases. They will screen callers and keep anyone who arrives at the Public Safety Facility in the lobby. Firefighters will respond to calls, put on their protective gear and perform needed action. Police Chief Calise said their protocols for cleaning the Public Safety Facility lobby, offices and police vehicles will comply with state guidelines. He said all meetings at the Public Safety Facility have been cancelled.

DPW Director Jarrod Cabral has provided extra shifts to maintain cleanliness at the Public Safety Facility. Otherwise, DPW will continue work on their other outdoor maintenance projects. The Swap Shop is closed, but the Transfer Station remains open five days a week.

Kristen Reed asked about the impact on Select Board meetings and Town Meeting. Ms. Palmer said the Select Board will meet on March 24, 2020, but, with suspension of open meeting law regulations, it will be held with Comcast business phone conference calling.

Susan Areson asked about care for the senior population. The Police Reassurance calls and the COA's Elders of Special Concern calls continue, Ms. Palmer said. Transport has been suspended, but the COA will consider needs on a one-by-one basis or try to arrange for a VNA nurse visit. Ms. Palmer said that the staff will try to work with the Food Pantry managed by the Lower Caper Outreach Council so that people can still get the food.

The Truro Public Library will take online orders for books, and people can arrange to come get them. Susan Areson asked if volunteers could deliver books and food if there are no liability issues. Janet Worthington suggested coordinating deliveries with Fire, Police and the COA.

Stephanie Rein said that the farmers have spring produce they are willing to donate to people and wanted to coordinate with the Food Pantry and COA. Drive-by pick-ups were a possibility. Ms. Palmer recommended that the farmers meet with the School, the COA and the Food Pantry to avoid duplication of effort.

Rae Ann Palmer and Janet Worthington discussed concerns about seniors. Ms. Palmer said the Town does not release the names of people who receive calls. Ms. Worthington said the people who go to the COA for a sense of community may be alone and afraid. She sought ways to reach out to all elders, not just the ones on the call lists. Ms. Palmer said she would work with the COA staff on ideas to combat isolation. Ann Greenbaum described a neighborhood plan organized by "What can you offer/What do you need" lists. Emily Beebe cautioned that new rules would make listed childcare items a problem. Ms. Greenbaum agreed but said that shopping for a neighbor would be useful.

The Select Board and Ms. Palmer planned another meeting for Thursday, March 19, 2020 at 3 p.m. at Town Hall. This meeting will be posted, Ms. Palmer said. Kelly Clark will post the meeting and latest information on the Town website, and David Wennerberg will place the announcement on cable TV. Robert Weinstein asked about using Lower Cape TV to film Select Board meetings, but since Nauset High School is not open, staff is unclear if they are available.

Susan Areson and Janet Worthington said that all Truro restaurants, including the Box Lunch, are closed except for take-outs. Susan Areson suggested support for restaurants by purchasing gift cards.

The Fire and Police Chiefs said they are keeping in touch with other fire and police organizations and trying to stay on top of the changes to dispatch. Their biggest challenge is obtaining needed supplies. Susan Areson asked about volunteers helping with the Fire and Police Departments, but Ms. Palmer said volunteer efforts should only be done through the COA. Emily Beebe suggested that anyone with medical expertise should offer to help through Barnstable County Department of Health, which is a part of the Infectious Disease Reporting System. The County is now offering doctor-recommended COVID-19 testing. Ms. Palmer noted that there is no reporting mechanism for those practicing self-isolation.

Robert Weinstein moved to adjourn. Stephanie Rein seconded, and the motion carried 5-0. The meeting was adjourned at 2:34 p.m.

Respectfully submitted,

Mary Rogers,  
Secretary

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Janet Worthington, Chair

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Susan Areson

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Kristen Reed, Clerk

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Stephanie Rein

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Robert Weinstein, Vice-chair