



Truro Board of Selectmen Meeting

Tuesday, April 9, 2019

Executive Session-4:30pm

Regular Meeting-5:00pm

Truro Town Hall - 24 Town Hall Road

EXECUTIVE SESSION: *“Move that the Board of Selectmen enter into Executive Session in accordance with the provisions of Massachusetts General Law, Chapter 30A, Section 21(a) number 3, to discuss strategy with respect to Townsend/Merlini litigation, whereas discussion of these matters in open session would have a detrimental effect on the litigating positions of the Town (and the Chair so declares it) and to reconvene in Open Session.”*

1. PUBLIC COMMENT

- A. Open the Regular Meeting
- B. Public Comment Period - *The Commonwealth's Open Meeting Law limits any discussion by members of the Board of an issue raised to whether that issue should be placed on a future agenda*

2. PUBLIC HEARINGS

- A. New Seasonal On-Premises Pouring Wine and Malt License and Common Victualer License-Ave D. Rosenthal, Manager/Owner of Avenue D. Inc. dba Avenue D, 14 Truro Center Rd Unit C
- B. Alteration of Licenses Premises-Alcohol License-Christopher W. King, Manager/Owner of Captain's Choice Inc., dba Captain's Choice Restaurant, 4 Highland Road Unit D

3. BOARD/COMMITTEE/COMMISSION APPOINTMENTS NONE

4. TABLED ITEMS NONE

5. BOARD OF SELECTMEN ACTION

- A. Annual Report of the Cape Cod Commission-2018
Presenter: Kevin Grunwald, Truro's Representative to the CCC
- B. Proposed Beach Parking Fee Increases
Presenter: Damion Clements, Recreation and Beach Director

6. CONSENT AGENDA

- A. Review/Approve and Authorize Signature:
 - 1. Consent for Modifications-Crown Castle-Wireless Communications Facilities Lease Agreement
- B. Review and Approve Kevin Grunwald, reappointment as Truro's Representative to the Cape Cod Commission for a three-year term.
- C. Review and Approve Board of Selectmen Minutes: March 19, 2019 and March 26, 2019

7. SELECTMEN REPORTS AND TOWN MANAGER REPORT

8. SELECTMEN COMMENTS

9. NEXT MEETING AGENDA: April 11, April 16 and April 23



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Licensing Department

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: April 9, 2019

ITEM: Public Hearing for New Seasonal Pouring Wine and Malt and Common Victualer (food) Licenses Avenue D Inc., dba Avenue D, 14 Truro Center Road, Unit C

EXPLANATION: Ave D. Rosenthal, 34 Sandpiper Rd, Truro had submitted an Alcoholic Beverages Control Commission (ABCC) application and a new food service application for review with the Local Licensing Authorities (per MGL Ch. 138 §12 (restaurant) and Ch. 140 §2) for a February 12th hearing. The applicant moved the proposed location to Unit C from Unit D. With this change the applicant resubmitted with the revised location a new ABCC application.

The application is for a new seasonal pouring wine and malt license and a Common Victualer (food) license for Ave D. Rosenthal, Owner and Manager of Avenue D Inc., dba Avenue D, located at 14 Truro Center Rd, Unit C. Avenue D will be a seasonal wine bar and bistro business operating seven days a week from the hours of 4pm to 11pm with a proposed opening date of April 30. The total square footage is 1469 which includes the back-deck area for seating, with an occupancy total of 20 people.

All required new license application documentation has been submitted which includes: Food Service Business Application, New Retail License Application, Business Structure Documents, CORI authorization form, Manager Application, Proof of Citizenship, Vote of the Corporate Board, Supporting Financial Records, Legal Right Occupancy, Floor Plan, Abutters Notification, Monetary Transmittal Form, and Proof of Fee Payment.

The Board of Health reviewed the food service license at a hearing held February 5th. The Food Service license was issued, will be followed by a pre-operational food service inspection. A Certificate of Inspection will be required with proof of Liquor Liability Insurance. There are currently 8 seasonal pouring licenses in Truro, once approved this will be the 9th.

If the request is approved the (ABCC) application will be mailed to the State for final approval. The ABCC will then notify the Town of the approval or the Licensing Department will be contacted with a request for additional information from the applicant. If the request is denied, the applicant/owner/manager will be notified in writing of

the decision via “certified mail return receipt requested” allowing the applicant/owner/manager 5 days to appeal to the Alcoholic Beverages Control Commission. The public hearing can also be continued to a date and time certain if a decision is not rendered on the 9th.

Both the alcohol and common victualer licenses will only be approved for issuance, upon compliance with all regulations and receipt of the necessary fees.

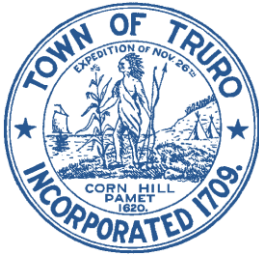
FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: There would need to be Statement of Reason of the Denial and the Applicant can appeal to ABCC.

SUGGESTED ACTION: *MOTION TO **approve/not approve** the ABCC Licensing Authority Certification form for a New Seasonal Pouring Wine and Malt Common Victualer License and a New Common Victualer License for Ave D. Rosenthal, Manager and Owner of Avenue D Inc., dba Avenue D located at 14 Truro Center Rd Unit C, Truro for submission to the Alcoholic Beverages Control Commission.*

ATTACHMENTS:

1. Public Hearing Notices
2. Chief of Police Approval
3. LLA Authority Certification
4. Abutter’s List
5. Menu and Floor Plan
6. Food Service Application and Approved Food Service License
7. CONFIDENTIAL (ABCC) Application for New Alcohol License



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

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

TOWN OF TRURO
PUBLIC HEARING
NEW SEASONAL ON-PREMISES WINE AND MALT BEVERAGE LICENSE

The Truro Board of Selectmen will hold a Public Hearing on Tuesday, April 9, 2019 at 5:00p.m. on an application received from Ave D. Rosenthal, Manager/Owner of Avenue D Inc. dba Avenue D, 14 Truro Center Rd, Unit C, Truro, for a New Seasonal On-Premises Wine and Malt Beverage License under MGL Chapter 138 §12 (Restaurant). The hearing will take place at Truro Town Hall, 24 Town Hall Road, Truro, MA, 02666. Comments from the public will be heard and all interested parties are urged to attend.

Robert Weinstein, Chairman
Board of Selectmen



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 or nscoullar@truro-ma.gov

TOWN OF TRURO
PUBLIC HEARING
**NEW BUSINESS LICENSE
COMMON VICTUALER**

The Truro Board of Selectmen will hold a public hearing on Tuesday, **April 9, 2019 at 5:00 p.m.** at the Truro Town Hall, 24 Town Hall Road, Truro, on an application for a new Common Victualer (food) license received from Ave D. Rosenthal, Manager/Owner, Avenue D Inc. d/b/a, Avenue D for 14 Truro Center Rd Unit C, Truro, MA. Comments from the public will be heard, and all interested parties are urged to attend.

Robert Weinstein, Chairman
Board of Selectmen



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 or nscoullar@truro-ma.gov

To: Police Chief, Jamie Calise, Truro Police Department
 From: Nicole Tudor, Executive Assistant
 Date: February 1, 2019
 Re: **Application for a New Seasonal Wine & Malt, with Cordial & Liquor Pouring License for Avenue D, Inc. dba Avenue D, Located at 14 Truro Center Road, Unit D, Truro, MA 02666**

The Office of the Board of Selectmen is in receipt of an ABCC (Alcoholic Beverages Control Commission) application from, Ave D. Rosenthal Manager/Owner of Avenue D, Inc.

Avenue D Inc. is requesting a New Seasonal Wine & Malt, with Cordial and Liquor Pouring License (per MGL Chapter 138 § 12) to be located at 14 Truro Center Rd, Unit D.

Included please find the accompanying ABCC application as submitted by the applicant that will be provided to the Alcoholic Beverages Control Commission once the Board of Selectmen/Local Licensing Authority review and approve the application at a duly held public hearing on February 12, 2019.

Please kindly review for purposes of approval with the Local Licensing Authority (BoS) this request for a New Seasonal Wine & Malt, with Cordial & Liquor Pouring License to ensure that the safety and well-being of the public will be protected.

Please provide any comments below:

POLICE DEPARTMENT
REVIEW & APPROVAL

Signature: 
 Police Chief, Jamie Calise

Date: 2/4/19

From: [Jamie Calise](#)
To: [Nicole Tudor](#)
Subject: RE: Public Hearing-Avenue D (April 9th) - Unit # Location Change at 14 Truro Center Rd
Date: Tuesday, March 5, 2019 1:20:33 PM
Attachments: [image006.png](#)
[image007.png](#)
[image008.png](#)

Thanks Nicole. At this time, I do not have any additional questions.

From: Nicole Tudor
Sent: Tuesday, March 05, 2019 9:31 AM
To: Jamie Calise <JCalise@truro-ma.gov>
Cc: Noelle Scoullar <nscoullar@truro-ma.gov>; Elizabeth Sturdy <ESTurdy@truro-ma.gov>
Subject: Public Hearing-Avenue D (April 9th) - Unit # Location Change at 14 Truro Center Rd

Good morning Jamie,

Ave Rosenthal will be holding a new Public Hearing on her proposed wine and malt* license for Avenue D for the revised location of Unit C, no longer using Unit D, located at 14 Truro Center Rd, on April 9th.

(* Wine and Malt only can be authorized at this time in Truro not Wine and Malt with Cordials and Liquors).

You will not have to sign a new Memo for the location change but kindly respond to this email for the Board's April 9th packet and advise if you have any questions, comments or concerns with this change in location from Unit D to Unit C at 14 Truro Center Rd.

Thank you for your time,

Nicole

Nicole Tudor

Executive Assistant
Selectmen's Office
Truro Town Hall
PO Box 2030
24 Town Hall Road
Truro, MA 02666
Direct Line: (508) 214-0925
Extension: (508)349-7004 Ext 110
Fax: (508)349-5505
Email: ntudor@truro-ma.gov





The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission

Agenda Item: 2A3
 For Reconsideration

LICENSING AUTHORITY CERTIFICATION

Truro

City /Town

ABCC License Number

TRANSACTION TYPE (Please check all relevant transactions):

The license applicant petitions the Licensing Authorities to approve the following transactions:

- New License
- Change of Location
- Change of Class (i.e. Annual / Seasonal)
- Change Corporate Structure (i.e. Corp / LLC)
- Transfer of License
- Alteration of Licensed Premises
- Change of License Type (i.e. club / restaurant)
- Pledge of Collateral (i.e. License/Stock)
- Change of Manager
- Change Corporate Name
- Change of Category (i.e. All Alcohol/Wine, Malt)
- Management/Operating Agreement
- Change of Officers/
Directors/LLC Managers
- Change of Ownership Interest
(LLC Members/LLP Partners,
Trustees)
- Issuance/Transfer of Stock/New Stockholder
- Change of Hours
- Other
- Change of DBA

APPLICANT INFORMATION

Name of Licensee DBA

Street Address

Manager

Granted under Special Legislation? Yes No

If Yes, Chapter

of the Acts of (year)

Type (i.e. restaurant, package store) **Class** (Annual or Seasonal) **Category** (i.e. Wines and Malts / All Alcohol)

DESCRIPTION OF PREMISES Complete description of the licensed premises

The premises are one floor; main room, prep, storage, outdoor deck area. Main room (660 sq ft) prep area, bathroom, storage, employee bathroom (374 sq ft) totaling 1034 sq ft. Outdoor deck space is 405 sq ft. Bar will have ice maker, refrigerator, freezer, glass washer, utility sink, mop sink, hand sink, prep table, espresso maker, small convection oven. Total sq ft 1439; 1 Entrance and 1 Exit , 28 Total Occupancy.

LOCAL LICENSING AUTHORITY INFORMATION

Application filed with the LLA: Date Time

Advertised Yes No Date Published Publication

Abutters Notified: Yes No Date of Notice

Date APPROVED by LLA Decision of the LLA

Additional remarks or conditions (E.g. Days and hours)

For Transfers ONLY:
Seller License Number: Seller Name:

The Local Licensing Authorities By:

Alcoholic Beverages Control Commission
Ralph Sacramone
Executive Director



The Commonwealth of Massachusetts
**Alcoholic Beverages Control
 Commission**

Agenda Item: 2A3

For Reconsideration

LICENSING AUTHORITY CERTIFICATION

Truro

City /Town

ABCC License Number

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- Change Corporate Structure (i.e. Corp / LLC)
- Transfer of License
- Alteration of Licensed Premises
- Change of License Type (i.e. club / restaurant)
- Pledge of Collateral (i.e. License/Stock)
- Change of Manager
- Change Corporate Name
- Change of Category (i.e. All Alcohol/Wine, Malt)
- Management/Operating Agreement
- Change of Officers/
Directors/LLC Managers
- Change of Ownership Interest
(LLC Members/LLP Partners,
Trustees)
- Issuance/Transfer of Stock/New Stockholder
- Change of Hours
- Other
- Change of DBA

APPLICANT INFORMATION

Name of Licensee DBA

Street Address

Manager

Type (i.e. restaurant, package store)
Class (Annual or Seasonal)
Category (i.e. Wines and Malts / All Alcohol)

Granted under Special Legislation? Yes No
 If Yes, Chapter
 of the Acts of (year)

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For Transfers ONLY:
 Seller License Number: Seller Name:

The Local Licensing Authorities By:

Alcoholic Beverages Control Commission
 Ralph Sacramone
 Executive Director



TOWN OF TRURO
ASSESSORS OFFICE



CERTIFIED ABUTTERS LIST
REQUEST FORM

DATE: 1/16/19

NAME OF APPLICANT: Avenue d Inc / Avé D Rosenthal

NAME OF AGENT (if any): _____

MAIL ADDRESS: PO Box 673 Truro, MA 02666

PHONE: HOME _____

WORK _____

CELL [REDACTED]

FAX _____

PROPERTY LOCATION: 14D Truro Center Rd.
(street address)

PROPERTY IDENTIFICATION NUMBER: MAP 50 PARCEL 155.5

ABUTTERS NEEDED FOR:

(Please check one)

FEE

FEE:

- Board of Health \$10.00
- Cape Cod Comm. \$15.00
- Conservation Comm. \$10.00
- Zoning Bd. Of Appeals \$15.00
- Licensing \$15.00

- Planning Board
- Special Permit \$15.00
- Site Plan \$15.00
- Preliminary Subdivision \$15.00
- Definitive Subdivision \$15.00

Other _____

(Please Specify)

\$ _____
(Inquire)

Note: We have up to 10 calendar days to process your order.

THIS SECTION FOR ASSESSORS OFFICE USE ONLY

Date request received by Assessors: 1/16/19 Date completed: 1/16/19

List completed by: Laura Geij

Revised 3/3/14

PD
chk #
1021

LG 1/16/19



TRURO ASSESSORS OFFICE
PO Box 2012 Truro, MA 02666
Telephone: (508) 214-0921
Fax: (508) 349-5506

Date: January 16, 2019

To: Ave' D. Rosenthal

From: Assessors Department

Certified abutters list variance application for: Map 50 Parcel 155.5

Attached is a list of abutters for the property located at 14D Truro Center Road. The current owners is Atlantis Inc.

The names and addresses of the abutters are as of January 11, 2019 according to the most recent documents received from the Barnstable County Registry of Deeds.

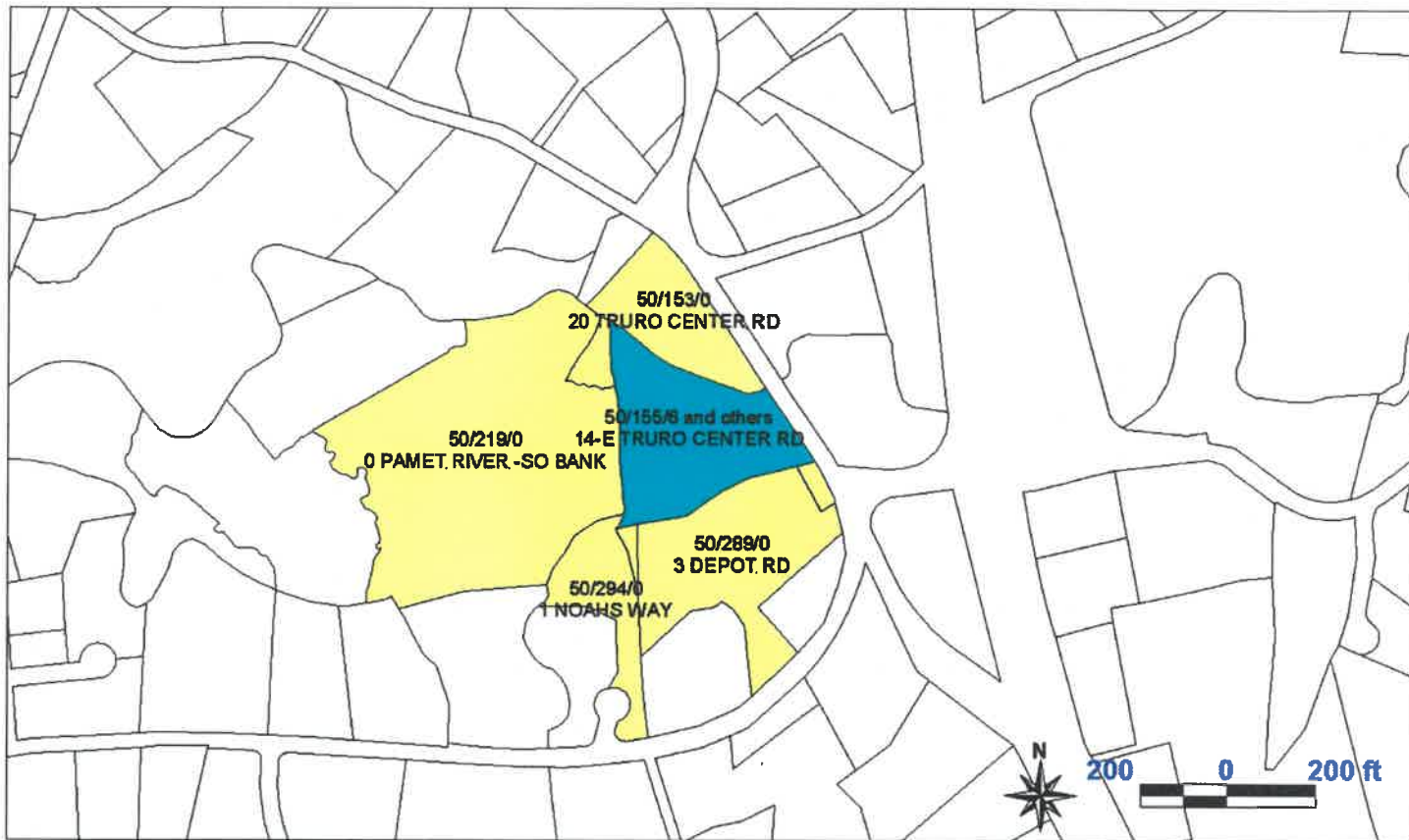
Certified by: _____

Laura Geiges
Assistant Assessor

LG 1/16/19

TOWN OF TRURO, MA
 BOARD OF ASSESSORS
 P.O. BOX 2012, TRURO MA 02666

Custom Abutters List



Key	Parcel ID	Owner	Location	Mailing Street	Mailing City	ST	ZipCd/Country
2932	50-153-0-E	TOWN OF TRURO	20 TRURO CENTER RD	PO BOX 2030	TRURO	MA	02666-2030
2934	50-155-0-E	TRURO CENTER CONDO TRUST	14 TRURO CENTER RD	PO BOX 673	TRURO	MA	02666-0673
7269	50-155-1-R	PAMET RIVER ENTERPRISES LLC DAWN & SEBASTIAN SNOW	14 TRURO CENTER RD	45 CHASKE AVE	AUBURNDALE	MA	02466
7270	50-155-2-R	ATLANTIS INC	14-A TRURO CENTER RD	PO BOX 673	TRURO	MA	02666-0673
7271	50-155-3-R	PAMET RIVER ENTERPRISES LLC DAWN & SEBASTIAN SNOW	14-B TRURO CENTER RD	45 CHASKE AVE	AUBURNDALE	MA	02466
7272	50-155-4-R	ATLANTIS INC	14-C TRURO CENTER RD	PO BOX 673	TRURO	MA	02666-0673
7273	50-155-5-R	ATLANTIS INC	14-D TRURO CENTER RD	PO BOX 673	TRURO	MA	02666-0673
7274	50-155-6-R	ATLANTIS INC	14-E TRURO CENTER RD	PO BOX 673	TRURO	MA	02666-0673
7275	50-155-7-R	ATLANTIS INC	16 TRURO CENTER RD	PO BOX 673	TRURO	MA	02666-0673
2988	50-219-0-R	ATLANTIS INC	0 PAMET RIVER -SO BANK	PO BOX 673	TRURO	MA	02666-0673
2989	50-220-0-R	OWNER UNKNOWN	0 PAMET RIVER -SO BANK	N/A	TRURO	MA	99999
3044	50-280-0-R	DECKER BRUCE H 2003 REV TRUST TRS: DECKER BRUCE H	0 DEPOT RD	PO BOX 470	TRURO	MA	02666
5900	50-289-0-R	KURTZMAN SUSAN G	3 DEPOT RD	PO BOX 231	TRURO	MA	02666-0231
6663	50-294-0-R	DECKER BRUCE H 2003 REV TRUST TRS: DECKER BRUCE H	1 NOAHS WAY	PO BOX 470	TRURO	MA	02666
3064	51-17-0-R	R E D REALTY TRUST TRS DOWNEY STEVEN M	12 TRURO CENTER RD	12 BOSUNS LN	BUZZARDS BAY	MA	02532-3320

avenue d

wine bar & bistro

Number of seats: 15 (six barstools, approximately 9-10 person banquet seating)

FOOD PREPARED:

Cheese and/or Charcuterie boards

Pre-packaged cheese, hard and soft
Cured meats (sopressata, Calabrese spicy salame, Napoli smoked salame, prosciutto, speck, chorizo, coppa etc)
Pre-packaged dips/spreads (humus, tapenade, bean puree etc)
Assorted marinated olives, cornichons
Roasted nuts
Fresh and dried fruits (figs, grapes, apples, lemons, limes, tomatoes, etc)
Assorted crackers
French bread (frozen, par baked product)
Condiments

Desserts

Italian cake, mousse, pastries, biscotti
French macaroons
Chocolates

EQUIPMENT

Prep-room

#1 Sink- utility
#2 Hand wash sink
#3 Steel prep table
#4 Refrigerator
#5 Freezer
#6 Glass-washer
Small convection oven
Espresso maker
Coffee grinder
Assorted utensils (food prep knives, cutting boards, plates/bowls, dishes, silverware, storage containers)
Corian counters with under-counter storage
Above counter shelving
Polished concrete sealed floor with tile coping and floor mats
Recessed lighting
Drywall/paint ceiling

Bar area

- #8 Ice maker (small capacity)
- #7 Sink
- #9 Under-counter refrigeration
Polished concrete sealed floor with tile coping and floor mats
Assorted bar utensils (wine openers, bottle openers, tongs, knives)
Wine Station wine dispensers (2)
Bar stools (6)

Seating area

- Banquette seating (approx 9 – 10 person), fabric seat and back
- Tables (3) 16" H x 36" Diameter
- Polished concrete sealed floor with tile coping

Deck area

- 15' x 27' wood deck with pergola
- Rectangular fire table lightweight fiber concrete cast approx.
50"Lx15.5"Hx32"W


Bathroom

- Handicap accessible
- Toilet, sink and counter
- Polished plaster walls

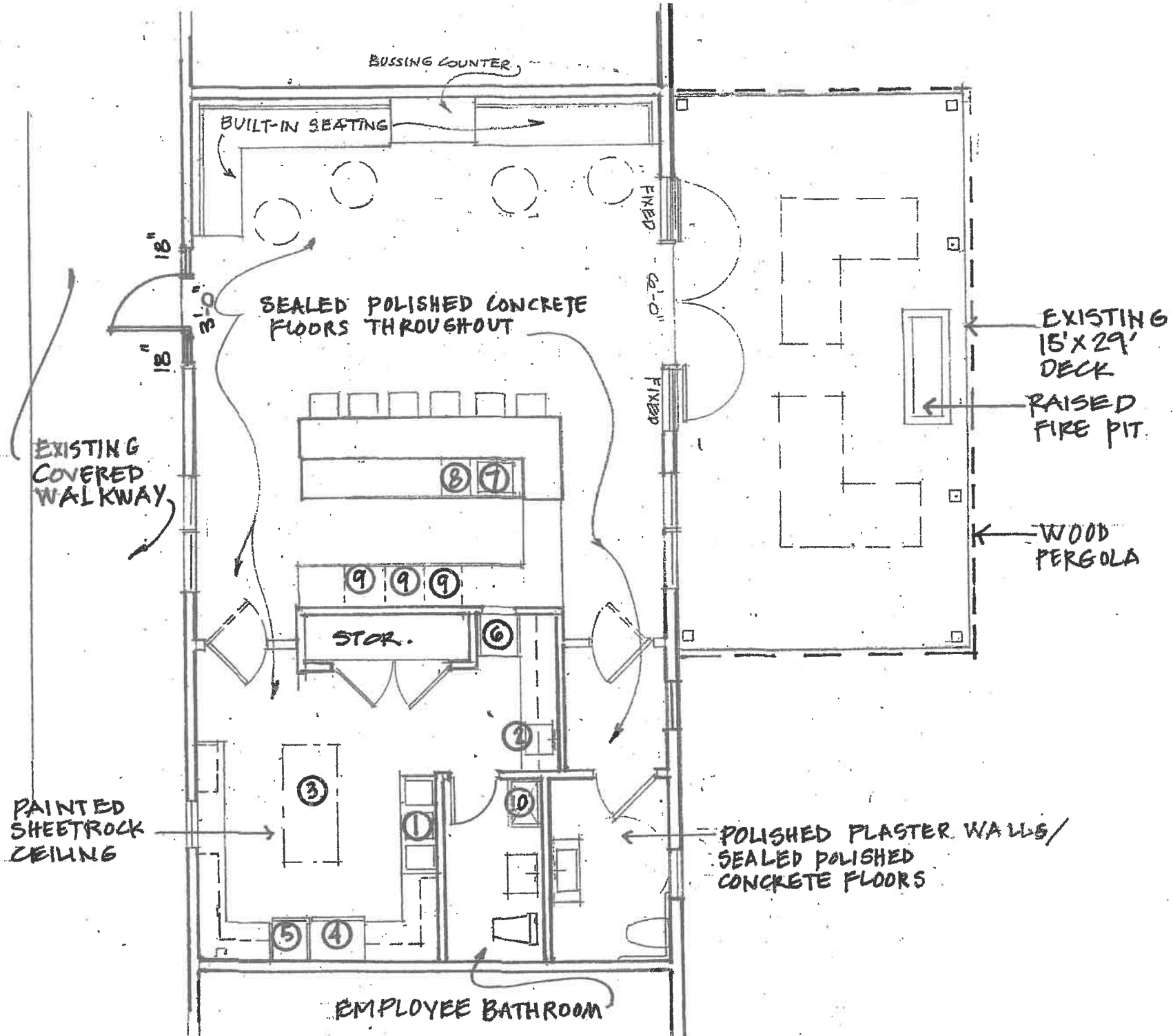
Employee Bathroom

- Toilet
- Sink
- #10 Mop Sink

Submitted by:



Avé D Rosenthal, Pres.
Avenue D Inc.
14 C Truro Center Road
Truro, MA 02666
508.237.4034



PLAN AVENUE D A.C. TRURO CENTER RD.	SCALE N.T.S.	SHEET 1
	DATE 2-10-19	
SPRING HILL DESIGN 21 DARTMOUTH STREET SOMERVILLE MA 02145		

Number: 2019-072

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:

Ave D. Rosenthal, mgr., d/b/a. AVENUE D Inc.

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

Type of business and any restrictions **Wine Bar & Bistro**

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

Permit Expires: **December 31, 2019**

Date Issued:

*Approved by
Truro Bth @
Feb 5, 2019 PUBLIC
HEARING*



Emily Beebe, R.S.

Truro Board of Health Agent

FS#2019-072

HEALTH DEPARTMENT
TOWN OF TRURO

JAN 23 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 or adavis@truro-ma.gov

\$ PAID
Ch.#1062 1/23/19

APPLICATION FOR FOOD SERVICE - COMMON VICTUALER

New Renewal

Section 1 - License Type

Type of License: Food Service (\$75.00) Common Victualer (\$50.00)

Type of Food Service Establishment:

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

Section 2 - Business/Owner/Manger Information

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

Business Name: Avenue D

Owner Name: Ave D Rosenthal Email Address: [REDACTED]

Mailing Address: PO Box 673, Truro, MA 02666

Phone No: [REDACTED] 14 Truro Center Rd Unit 1

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

Name: Ave D Rosenthal Email Address: avedenise@gmail.com

Mailing Address: PO Box 673, Truro, MA 02666

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

Section 3 - Business Operation Details

Number of Seats: Inside: 15 Outside: _____ Number of Employees: 4

Length of Permit: Annual Seasonal Operation

Hours of Operation: 4:00 PM To 11:00 PM

Days Closed Excluding Holidays: none

If Seasonal: Approximate Dates of Operation: 05 /01 /19 To 10 /31 /19

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

Allergen Awareness Certification (attach copy):
Ave D Rosenthal

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: Ave D. Rosenthal Date: 01-22-2019

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 _____

CERTIFICATE OF ALLERGEN AWARENESS TRAINING

Name of Recipient: Ave D. Rosenthal

Date of Completion: 1/24/2015

Date of Expiration: 1/24/2020

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

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

Issued By:



**Berkshire
AHEC**

Area Health Education Center
Pittsfield, Massachusetts

www.mafoodallergytraining.org

ServSafe
National Restaurant Association

EXAM FORM NO. 4911

CERTIFICATE NO. 10920749

ServSafe® CERTIFICATION

TO AVE D ROSENTHAL

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

04/09/2014

DATE OF EXAMINATION

04/09/2019

DATE OF EXPIRATION

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



ACCREDITED PROGRAM
American National Standards Institute
and the Conference for Food Protection

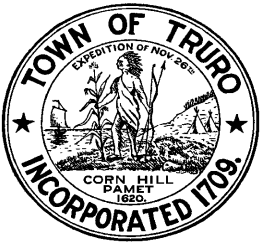
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Sherman L. Brown
Sherman Brown
SVP, National Restaurant Association Solutions



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: April 9, 2019

ITEM: Public Hearing-Amendment-Alteration of Licensed Premises-Alcohol License

EXPLANATION: Christopher King, owner of Captain's Choice Restaurant, is amending his alcohol license (alteration of premises under M.G.L. Chapter 138 §12-Alcohol Licensing) by removing two tables in the outdoor patio and constructing a free-standing sit-down bar in the outdoor patio for six persons. All of the required documents for an Alteration of Premises were submitted, which includes: Transmittal Form, Proof of Payment to ABCC, Alteration of Premises Application, Vote of the Corporate Board, Floor Plan, Lease.

Upon approval by the Board, the (ABCC) application will be mailed to the State for final approval. The ABCC will then notify the Town of the approval or the Licensing Department will be contacted with a request for additional information from the applicant. If the request is denied, the applicant/owner/manager will be notified in writing of the decision via "certified mail return receipt requested" allowing the applicant/owner/manager 5 days to appeal to the Alcoholic Beverages Control Commission. The public hearing can also be continued to a date and time certain if a decision is not rendered on the 9th.

The amended alcohol license will only be issued upon compliance with all regulations and receipt of the necessary fees and approval of the Alcoholic Beverages Control Commission

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: There would need to be a Statement of Reason of the Denial which the Applicant can appeal to the ABCC.

SUGGESTED ACTION: *Motion to **approve/not approve** the amendment of Christopher King's alcohol license for Captain's Choice Restaurant to remove two tables and construct a free-standing sit-down bar for six persons.*

ATTACHMENTS:

1. Public Hearing Notice
2. Chief of Police Approval
3. LLA Authority Certification
4. Abutter's List
5. CONFIDENTIAL (ABCC) Amendment-Change of Alteration of Premises



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 or nscoullar@truro-ma.gov

TOWN OF TRURO

PUBLIC HEARING

ALTERATION OF LICENSED PREMISES-ALCOHOL LICENSE

The Truro Board of Selectmen will hold a Public Hearing on Tuesday, **April 9, 2019 at 5:00 p.m.** on an application received from Christopher W. King, of Captain's Choice Inc., dba Captain's Choice Restaurant, 4 Highland Road Unit D, to change or alter premises under M.G.L. Chapter 138, §12-Alcohol Licensing. The hearing will take place at the Truro Town Hall, 24 Town Hall Road, Truro, MA, 02666. Comments from the public will be heard and all interested parties are urged to attend.

Robert Weinstein, Chairman
Board of Selectmen
Town of Truro



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 or nscoullar@truro-ma.gov

To: Police Chief, Jamie Calise, Truro Police Department
 From: Noelle Scoullar, Executive Assistant
 Date: March 21, 2019
 Re: **Application for Alteration of Licensed Premises-for Captain's Choice, Inc.**
Located at 4 Highland Road, Unit D North Truro, MA 02652

The Office of the Board of Selectmen is in receipt of an ABCC (Alcoholic Beverages Control Commission) application from, Christopher W. King, Owner of Captain's Choice, Inc.

Captain's Choice, Inc. is requesting an Alteration of Licensed Premises (per MGL Chapter 138 § 12) with the Town of Truro. Alteration is the removal of two tables and the construction of a free-standing outdoor sit-down bar for six persons.

Included please find the accompanying ABCC application as submitted by the applicant that will be provided to the Alcoholic Beverages Control Commission once the Board of Selectmen/Local Licensing Authority review and approve the application at a duly held public hearing on April 9, 2019.

Please kindly review for purposes of approval with the Local Licensing Authority (BOS) this request for an Alteration of Premises to ensure that the safety and well-being of the public will be protected.

Please provide any comments below:

**POLICE DEPARTMENT
REVIEW & APPROVAL**

Signature: _____

Police Chief, Jamie Calise

Date: 3/21/19



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission

Agenda Item: 2B3

For Reconsideration

LICENSING AUTHORITY CERTIFICATION

Truro

City/Town

00040-RS-1292

ABCC License Number

TRANSACTION TYPE (Please check all relevant transactions):

The license applicant petitions the Licensing Authorities to approve the following transactions:

- New License
- Change of Location
- Change of Class (i.e. Annual / Seasonal)
- Change Corporate Structure (i.e. Corp / LLC)
- Transfer of License
- Alteration of Licensed Premises
- Change of License Type (i.e. club / restaurant)
- Pledge of Collateral (i.e. License/Stock)
- Change of Manager
- Change Corporate Name
- Change of Category (i.e. All Alcohol/Wine, Malt)
- Management/Operating Agreement
- Change of Officers/Directors/LLC Managers
- Change of Ownership Interest (LLC Members/LLP Partners, Trustees)
- Issuance/Transfer of Stock/New Stockholder
- Change of Hours
- Other
- Change of DBA

APPLICANT INFORMATION

Name of Licensee DBA

Street Address Zip Code

Manager

Granted under Special Legislation? Yes No

If Yes, Chapter of the Acts of (year)

Type (i.e. restaurant, package store) Class (Annual or Seasonal) Category (i.e. Wines and Malts / All Alcohol)

DESCRIPTION OF PREMISES Complete description of the licensed 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 (1,200 sq ft.) with tables and sit-down bar for six (6) persons.

LOCAL LICENSING AUTHORITY INFORMATION

Application filed with the LLA: Date Time

Advertised Yes No Date Published Publication

Abutters Notified: Yes No Date of Notice

Date APPROVED by LLA Decision of the LLA

Additional remarks or conditions (E.g. Days and hours)

For Transfers ONLY:
Seller License Number: Seller Name:

The Local Licensing Authorities By: _____

Alcoholic Beverages Control Commission
Ralph Sacramone
Executive Director



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission

Agenda Item : 2B3

LICENSING AUTHORITY CERTIFICATION

Truro

00040-RS-1292

City /Town

ABCC License Number

TRANSACTION TYPE (Please check all relevant transactions):

The license applicant petitions the Licensing Authorities to approve the following transactions:

- New License
- Change of Location
- Change of Class (i.e. Annual / Seasonal)
- Change Corporate Structure (i.e. Corp / LLC)
- Transfer of License
- Alteration of Licensed Premises
- Change of License Type (i.e. club / restaurant)
- Pledge of Collateral (i.e. License/Stock)
- Change of Manager
- Change Corporate Name
- Change of Category (i.e. All Alcohol/Wine, Malt)
- Management/Operating Agreement
- Change of Officers/
Directors/LLC Managers
- Change of Ownership Interest
(LLC Members/LLP Partners,
Trustees)
- Issuance/Transfer of Stock/New Stockholder
- Change of Hours
- Other
- Change of DBA

APPLICANT INFORMATION

Name of Licensee DBA

Street Address Zip Code

Manager

Granted under Special Legislation? Yes No

If Yes, Chapter of the Acts of (year)

Type (i.e. restaurant, package store) **Class** (Annual or Seasonal) **Category** (i.e. Wines and Malts / All Alcohol)

DESCRIPTION OF PREMISES

Complete description of the licensed 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 (1,200 sq ft.) with tables and sit-down bar for six (6) persons.

LOCAL LICENSING AUTHORITY INFORMATION

Application filed with the LLA: Date Time

Advertised Yes No Date Published Publication

Abutters Notified: Yes No Date of Notice

Date APPROVED by LLA Decision of the LLA

Additional remarks or conditions (E.g. Days and hours)

For Transfers ONLY:
Seller License Number: Seller Name:

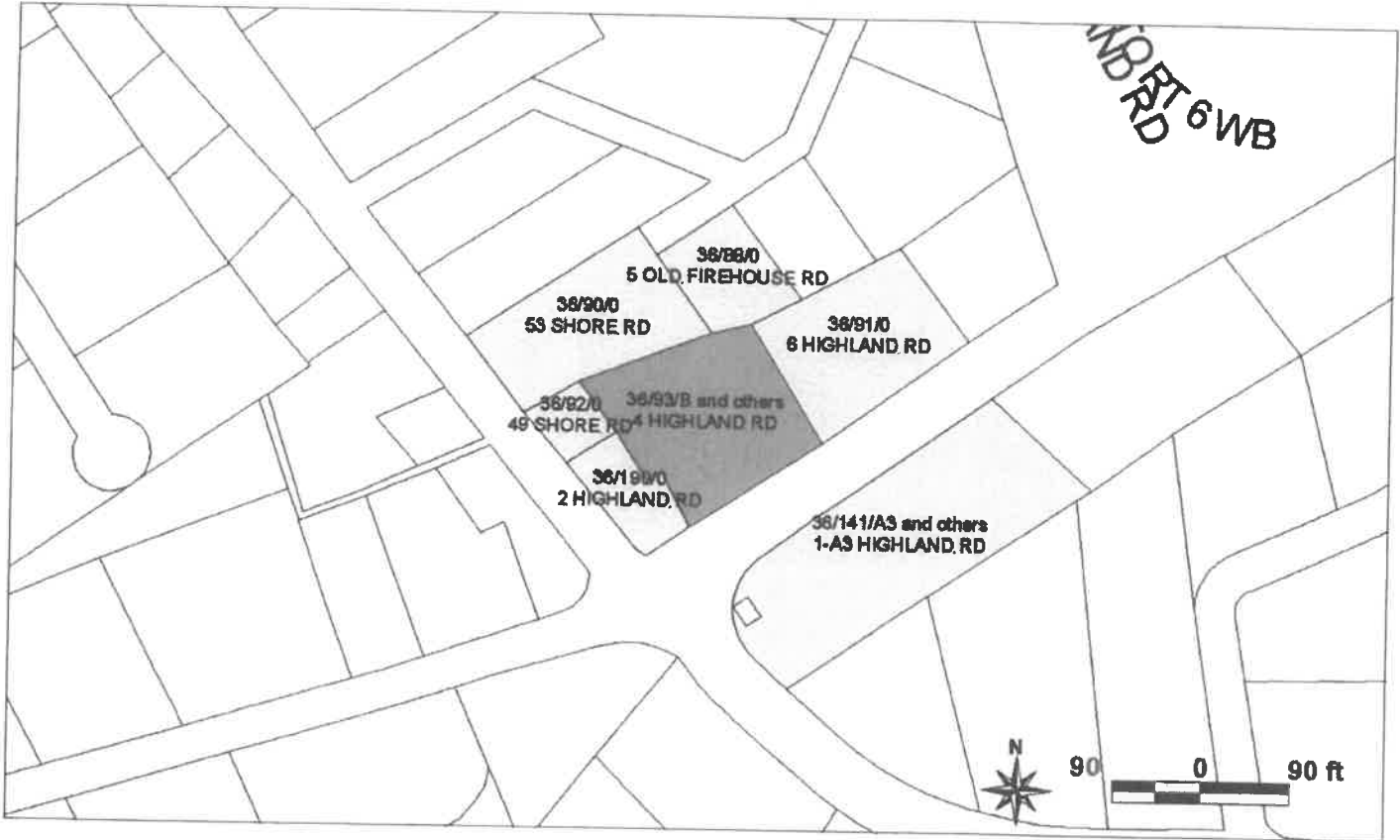
The Local Licensing Authorities By:

Alcoholic Beverages Control Commission
Ralph Sacramone
Executive Director

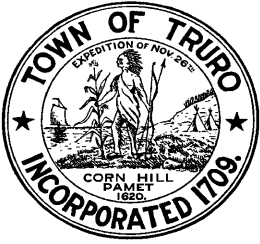
4 HIGHLAND ROAD
 MAP 36 PARCEL 93 EXT D
 LICENSING BOARD

TOWN OF TRURO, MA
 BOARD OF ASSESSORS
 P.O. BOX 2012, TRURO MA 02666

Custom Abutters List



Key	Parcel ID	Owner	Location	Mailing Street	Mailing City	ST	ZipCd/Country
977	36-88-0-R	WELLS ROBERT & CORNELIA FAM TR TRS: WELLS ROBERT S & CORNELIA	5 OLD FIREHOUSE RD	PO BOX 266	EASTHAM	MA	02542-0266
979	36-90-0-R	TRURO HOUSING AUTHORITY	53 SHORE RD	PO BOX 2030	TRURO	MA	02666-2030
980	36-91-0-R	PRADA E THOMAS & DONNA	6 HIGHLAND RD	PO BOX 236	NO TRURO	MA	02652-0236
981	36-92-0-R	CHILDERS JAMES F & WARD BARBARA M	49 SHORE RD	PO BOX 728	PROVINCETOWN	MA	02657-0728
7004	36-141-B-R	BLODGETT AVENUE LLC MGR: BRUCE C GINSBERG	1-B HIGHLAND RD	222 MANSFIELD AVE	NORTON	MA	02766
7034	36-141-C-E	ONE HIGHLAND ROAD CONDOMINIUM	1 HIGHLAND RD			MA	02666
7001	36-141-A1-R	S & R REALTY TRUST TRS: SATERIALE FRED E III ETAL	1-A1 HIGHLAND RD	PO BOX 248	NO TRURO	MA	02652-0248
7002	36-141-A2-R	S & R REALTY TRUST TRS: SATERIALE FRED E III ETAL	1-A2 HIGHLAND RD	PO BOX 248	NO TRURO	MA	02652-0248
7003	36-141-A3-R	S & R REALTY TRUST TRS: SATERIALE FRED E III ETAL	1-A3 HIGHLAND RD	PO BOX 248	NO TRURO	MA	02652-0248
1076	36-190-0-R	CLAIRE ADAMS LLC	2 HIGHLAND RD	PO BOX 163	NO TRURO	MA	02652



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: April 9, 2019

ITEM: Cape Cod Commission 2018 Annual Report

EXPLANATION: Kevin Grunwald, Truro's representative to the Cape Cod Commission, will be presenting the 2018 Annual Report of the Cape Cod Commission.

SUGGESTED ACTION: No action necessary.

ATTACHMENTS:

1. Annual Report of the Cape Cod Commission

**Annual Report
Cape Cod Commission-2018
Truro Representative: Kevin Grunwald**

About the Cape Cod Commission

The Cape Cod Commission is the regional land use planning, economic development, and regulatory agency for Barnstable County, Massachusetts. The Commission works toward maintaining a healthy balance between economic progress and environmental vitality. "Keeping a special place special" describes the agency's mission to protect the region's unique qualities.

Leadership Transition

After more than 10 years leading the Cape Cod Commission as executive director, Paul Niedzwiecki stepped down in February 2018. Deputy Director Kristy Senatori was elevated to the role of Acting Executive Director in March and appointed permanently in October 2018.

Regional Policy Plan

In December 2018, the Cape Cod Commission approved an updated Regional Policy Plan to be submitted to the Assembly of Delegates as an ordinance of Barnstable County. The Regional Policy Plan serves as a guide to the Cape Cod Commission's planning and regulatory work and provides a framework for planning at the town level.

Through the Cape Cod Commission Act, the Commission is responsible for balancing the protection of the region's resources with appropriate development and economic progress.

The plan provides a growth policy that supports the vision for the future of Cape Cod as a place of vibrant, sustainable, and healthy communities and a protected natural environment.

Water Quality Initiatives

The Commission continued its implementation of the 208 Plan Update, which was certified and approved in 2015.

- Restore America's Estuaries awarded \$400,000 grant to the Cape Cod Commission and its partners. The 2018 Southeast New England Program (SNEP) Watershed Grant will go toward enhancing the regional water quality database to include additional data and tools to provide automated data analyses.
- The Cape Cod Commission was awarded \$50,000 to create a stormwater management coalition to help Cape communities meet stormwater management requirements.
- The Cape Cod Water Protection Collaborative serves as the advisory committee to the Section 208 Regional Water Quality Management Plan. In this role, the collaborative will review and advise on aspects of the 208 Plan and track towns as they move through implementation.

Strategic Information Office: In partnership with participating towns, the Commission launched and helps maintain a cloud-based transparency and performance management platform: OpenGov. This performance management software allows communities to track and measure financial accountability and set benchmarks.

Economic Development: The Cape Cod Commission is partnering with the University of Massachusetts, Dartmouth, and the Southeastern Regional Planning & Economic Development District, to strengthen the marine science and technology cluster on the Cape and the South Coast.

Planning/Community Design: In collaboration with four Cape Cod communities – Barnstable, Eastham, Orleans and Falmouth – the Cape Cod Commission received funding from the Massachusetts Executive Office of Energy and Environmental Affairs to develop model housing designs for compact development in three different, but typical Cape Cod development patterns. The project focuses on compact design forms, allowing more units with fewer infrastructure demands while maintaining the character of the surrounding community.

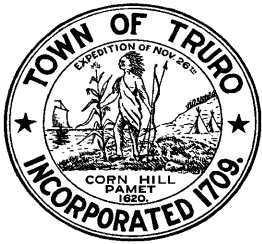
Blue Economy Grant: The Cape Cod Commission is partnering with the University of Massachusetts, Dartmouth, and the Southeastern Regional Planning & Economic Development District, to strengthen the marine science and technology cluster on the Cape and the South Coast.

Hazard Mitigation Planning: In early 2016, the National Oceanographic and Atmospheric Administration (NOAA) awarded a three-year, \$780,000 grant to the Cape Cod Commission and partners to develop a tool and public outreach program to investigate the environmental and socio-economic effects of local and regional coastal resiliency strategies. The grant is funded through the NOAA's Regional Coastal Resilience Grant program, which supports regional-scale projects that enhance the resilience of coastal communities and economies to the effects of extreme weather, climate hazards, and changing ocean conditions.

Housing: A study prepared for the Commission ties a lack of housing that meets the region's life stage and income needs to a significant increase in cost-burdened households over the next 10 years. The "Regional Housing Market Analysis and 10-Year Forecast of Housing Supply and Demand" found that the high demand for seasonal units combined with a housing "monoculture" of single family homes constrains housing options for those looking to enter the market or downsize. The study uses demographic, economic and workforce data to paint a picture of existing housing on Cape Cod, including year-round and rentals.

Transportation

- The Cape Cod Commission's transportation staff provides technical expertise in transportation and traffic-related matters for the Commission, its staff, and the 15 Cape Cod towns. The Cape Cod Commission Act charges the Commission with furthering and coordinating the provision of "adequate capital facilities," including transportation services, through the goals and standards specified in the Cape Cod Regional Policy Plan.
- Cape Cod Transportation Improvement Plan: Serves as a prioritized listing of roadway, bridge, and transit projects proposed for implementation during the next five federal fiscal years. The Unified Planning Work Program (UPWP) describes all significant transportation planning activities planned on Cape Cod over a 12-month period.
- Bike Lane Extension Alternatives: The Commission worked with Outer Cape towns to develop potential alternatives to extend bicycle lane on the four-lane section of Route 6 in North Truro and Provincetown. At an October 2018 workshop, and through an online survey, Commission staff gathered input on three possible options. These improvements are a continuation of the 2017 installation of bike lanes in Wellfleet and Truro by Massachusetts Department of Transportation. A report incorporating public input and recommendations will be released in 2019.
- Bike Rack program participation: Truro installed more than \$5,000 worth of bike racks through a Cape Cod Metropolitan Organization (MPO) grant program. The program offers reimbursement for the cost of the racks and related materials. The local contribution is installation of the equipment. The program is available to Barnstable County's fifteen municipalities and other public entities.



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Recreation and Beach

REQUESTOR: Damion Clements, Recreation and Beach Director

REQUESTED MEETING DATE: April 9, 2019

ITEM: Proposed Fee Increase for Beaches

EXPLANATION: The Recreation & Beach Department is proposing an increase in beach operation fees to place Truro's fees in alignment with the other Cape towns and to off-set the increased operational costs. The proposed increase is as follows:

- Non-Resident beach sticker fees would increase by \$25
- Daily beach pass would increase from \$15 to \$20
- Resident beach sticker fees would increase from \$15 to \$25
- Beach Fire permit fee would increase from \$0 to \$10
- Beach Non-Resident & Resident ORV would increase by \$5
- Replacement stickers would increase from \$1 to \$5

Attached is an email from the Chair of the Beach Commission. The Beach Commission is not in agreement with all of the changes.

FINANCIAL SOURCE (IF APPLICABLE): This is a revenue source.

IMPACT IF NOT APPROVED: Decreased revenue. Increased financial requirement from tax payers.

SUGGESTED ACTION: *Move to approve or disapprove the beach fee increase as proposed or move to make changes to the proposed increases.*

ATTACHMENTS:

1. Proposed beach fee proposal,
2. 2018 Beach Fee Survey
3. Letter from Truro Beach Commission

**TOWN OF TRURO BEACH OPERATION
PROPOSED FEE INCREASES FOR 2019**

CURRENT				PROPOSED				
NON-RESIDENT BEACH STICKERS 2018 Beach Season				NON-RESIDENT BEACH STICKERS 2019 Proposed Rates				
Weeks	Transactions	Daily Cost	Total	Weeks	Transactions	Daily Cost	Total	Additional Fees
1	2707	\$ 50.00	\$ 135,350.00	1	2707	\$ 75.00	\$ 203,025.00	\$ 67,675.00
2	449	\$ 100.00	\$ 44,900.00	2	449	\$ 125.00	\$ 56,125.00	\$ 11,225.00
3	79	\$ 150.00	\$ 11,850.00	3	79	\$ 175.00	\$ 13,825.00	\$ 1,975.00
4	21	\$ 200.00	\$ 4,200.00	4	21	\$ 225.00	\$ 4,725.00	\$ 525.00
Season	112	\$ 225.00	\$ 25,200.00	Season	112	\$ 250.00	\$ 28,000.00	\$ 2,800.00
				Total Projected Revenue \$ 84,200.00				
DAILY - HEAD OF THE MEADOW & CORN HILL BEACH 2018 Beach Season				DAILY - HEAD OF THE MEADOW & CORN HILL BEACH 2019 Proposed Rates				
	Transactions	Daily Cost	Total		Transactions	Daily Cost	Total	Additional Fees
	4925	\$ 15.00	\$ 73,875.00		4925	\$ 20.00	\$ 98,500.00	\$ 24,625.00
NON-RESIDENT ORV 2018 Beach Season				NON-RESIDENT ORV 2019 Proposed Rates				
	Transactions	Daily Cost	Total		Transactions	Daily Cost	Total	Additional Fees
	39	\$ 30.00	\$ 1,170.00		39	\$ 35.00	\$ 1,365.00	\$ 195.00

RESIDENT BEACH STICKERS 2018 Beach Season				RESIDENT BEACH STICKERS 2019 Proposed Rates				
	Transactions	Daily Cost	Total		Transactions	Daily Cost	Total	Additional Fees
	2995	\$ 15.00	\$ 44,925.00		2995	\$ 25.00	\$ 74,875.00	\$ 29,950.00
RESIDENT ORV 2018 Beach Season				RESIDENT ORV 2019 Proposed Rates				
	Transactions	Daily Cost	Total		Transactions	Daily Cost	Total	Additional Fees
	139	\$ 10.00	\$ 1,390.00		139	\$ 15.00	\$ 2,085.00	\$ 695.00
REPLACEMENT STICKERS 2018 Beach Season				REPLACEMENT STICKERS 2019 Proposed Rates				
	Transactions	Daily Cost	Total		Transactions	Daily Cost	Total	Additional Fees
	53	\$ 1.00	\$ 53.00		53	\$ 5.00	\$ 265.00	\$ 212.00
BEACH FIRE PERMITS 2018 Beach Season				BEACH FIRE PERMITS 2019 Proposed Rates				
	Transactions	Daily Cost	total		Transactions	Daily Cost	total	Additional Fees
	1809	\$ -	0		1809	\$ 10.00	\$ 18,090.00	\$ 18,090.00

2018 Totals \$ 342,913.00

2019 Projected Totals \$ 500,880.00

SUMMARY
* Non-Resident beach sticker fees would increase by \$25
* Daily beach pass would increase from \$15 to \$20
* Resident beach sticker fees would increase from \$15 to \$25
* Beach Fire permit fee would increase from \$0 to \$10
* Beach Non-Resident & Resident ORV would increase by \$5
* Replacement stickers would increase from \$1 to \$5

TOTAL PROJECTED ADDITIONAL FEES \$ 157,967.00

BEACH FEE SURVEY 2018

Town	Beach Parking Fees					REPLACEMENT STICKER	Visitor Beach Parking Permits				Resident Taxpayer		Comments/Changes for next year
	Daily	Discount Coupons	Pre- Season	Post Season	Weekly		Season		1st Sticker	2nd & additional			
							1 Week	2 Week			In Town	Out of town	
Barnstable	\$20	N/A	20	N/A	\$5w/original \$40w/o orig	\$70	N/A	\$250	\$300 landlord	\$40	\$40	HC \$15	
CCNS	\$20	N/A	\$20	\$20	\$0	N/A	N/A	\$60 CACO	\$60 CACO	N/A	N/A	\$10 walk-in \$10 bicycle, \$15 motorcycle	
Chatham	\$20	N/A	N/A	N/A	\$2	\$75	N/A	\$175	N/A	\$25	\$20		
Dennis	\$25 \$30 wkend	N/A	\$25 \$30 wkend	N/A	10	\$90	N/A	\$180	\$360	\$5	\$50	* Know first week in December	
Eastham	\$20	N/A	N/A	N/A	\$7	\$70	\$125	\$225	\$225	\$25	\$25		
Falmouth Surf drive *Old Silver Beach	\$10 \$15* \$20*	\$10	N/A	N/A	\$10w/orig \$35 w/out	\$70	\$120 2wk \$170/3wk \$220 4/wk	\$250	N/A	\$35-1 yr	\$35-1 yr	Time Share \$35 - 1yr	
Harwich	\$20	N/A	N/A	N/A	\$5	\$65	\$125	\$150	N/A	\$25	\$25		
Mashpee	N/A	N/A	N/A	N/A	6 @ \$5 47 no charge	50	N/A	N/A	N/A	\$30	\$30	proposed increase to resident sticker \$35	
Orleans	\$20	N/A	10		0	\$75		N/A	\$220	free	free		
Sandwich	\$15	N/A	N/A	N/A	0 w/sticker 5 w/out sticker	\$50	N/A	\$105	N/A	\$35	\$20	Buses- 15 passenger less \$30 16 or more \$50 Bourne Residents-\$35	
Truro	\$15	N/A	N/A	N/A	1	\$50	\$100	\$225	N/A	\$15	\$15	No fee for walk-in / bicycle	
Wellfleet	\$30/\$40	N/A	N/A	N/A	\$5.00	\$95	\$170	\$250	N/A	\$25	\$25	\$55 for a 3 day sticker	
Yarmouth	\$20	\$10.50 handicap \$1	N/A	N/A	5	\$75	N/A	\$250	\$250	\$35	\$35	bus parking \$45.00 boat daily \$8.00 boat seasonal \$90.00	

Damion Clements

From: Sharon Stahl <[REDACTED]>
Sent: Sunday, March 24, 2019 4:13 PM
To: Damion Clements
Cc: Eliza Harned; Thomas Bow; Janice L. Johnson; [REDACTED]
Subject: Beach Commission Comments on Increasing 2019 Beach Fees

Damion Clements, Director
Recreation & Beach Department

Thank you for the information about proposed increases in beach fees for 2019. We appreciate your research comparing other town's beach fees and the data you provided about last year's revenues.

We understand the need to increase revenue to offset the new expenses for the stands and safety equipment, but the Beach Commission members agree that it should be put on the shoulders of the tourists or non-tax payers.

Tax payers (resident and non-resident) should not be asked to absorb the the 66% increase in beach sticker fees per car. The proposed 2019 ORV permit is a 50% increase, for a ORV permit that can't be used at least 1/3 of the season due to bird restrictions. We believe taxpayers should have access to the beaches in the summer without excessive increases in parking and ORV permits. Taxpayers are paying property taxes and should reap some benefit that allows them to enjoy our beaches for a minimum fee

Regarding beach fire permits, since there was not a fee before to obtain a permit and there were still "rogue" beach fires occurring without official permits, will there be monitoring to ensure beach fires have been permitted? Will there be refunds for those purchasing permits and then have the permit revoked for inclement weather? Or when it rains and is not formally revoked?

While we hope all Truro citizens will benefit from enhanced beach services and many are willing to pay additional fees, the Beach Commission wants the town of Truro to avoid the acrimony that occurred over the full time resident tax abatement with the non-resident tax payers. For this reason we feel that all citizens, including property owners and year round residents should continue to enjoy beach services without additional charges. As Beach Commission members we want to promote public and citizen use of beaches in the summer without financial obstacles.

signed,

Eliza Harned

Tom Bow

Fran Johnson

Robert Hassett

Shari Stahl



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

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

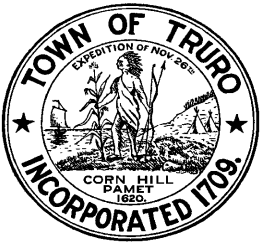
6. CONSENT AGENDA

A. Review/Approve and Authorize Signature:

1. Consent for Modifications-Crown Castle-Wireless Communications Facilities Lease Agreement

B. Review and Approve Kevin Grunwald, reappointment as Truro's Representative to the Cape Cod Commission for a three-year term.

C. Review and Approve Board of Selectmen Minutes: March 19, 2019 and March 26, 2019



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: April 9, 2019

ITEM: Consent for Modifications-Crown Castle-T-Mobile

EXPLANATION: In order to better serve the public and minimize the amount of towers in the area where the Site is located, T-Mobile plans to modify its equipment at the wireless communication facility (located at 344 Route 6 North Truro) by replacing three (3) antennas and three (3) RRUs (Remote Radio Unit), removing six (6) TMAs (Tower Mounted Amplifier) and adding three (3) new TMAs. Signing this consent letter authorizes T-Mobile to apply for and obtain, any and all permits required.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Current antennas, remote radio units and tower mounted amplifiers will remain, and newer equipment will not be installed.

SUGGESTED ACTION: *Approve the Consent for Modifications and authorize the Chair to sign.*

ATTACHMENTS:

1. Consent for Modifications, letter from Crown Castle and plans.



3530 Toringdon Way Suite 300
Charlotte, NC 28277

Phone: (980) 430-8574
Fax: (724) 416-4476
www.crowncastle.com

March 14, 2019

VIA email: nscoullar@truro-ma.gov

TOWN OF TRURO
PO BOX 2012
COLLECTOR OF TAXES
TRURO, MA 02666

ROUD 2019MAR14 PM1253
ADMINISTRATIVE OFFICE
TOWN OF TRURO

Re: BU 841273 / TRURO / 344 ROUTE 6 NORTH TRURO, MA 02652 ("Site")
Wireless Communications Facilities Lease Agreement, dated, as amended ("Lease")
Consent for Modifications – T-Mobile

Dear Landlord,

Pursuant to an agreement between NCWPCS MPL 24 - Year Sites Tower Holdings LLC ("AT&T") and CCATT LLC ("CCATT"), CCATT manages and operates the tower site that is subject to the Lease on behalf of AT&T. CCATT is a Crown Castle company. CCATT and its affiliates and subsidiaries own, manage and operate shared wireless communication facilities.

In order to better serve the public and minimize the amount of towers in an area where the Site is located, T-Mobile plans to modify its equipment at the wireless communication facility by replacing three (3) antennas and (3) RRUs, removing six (6) TMAs and adding (3) new TMAs.

Pursuant to Paragraph 1 of the Lease, AT&T is required to obtain your consent. Under the Lease, consent cannot be unreasonably withheld, conditioned or delayed. Signing this consent letter does not eliminate the need for the customer to go through any jurisdictional and/or zoning/permitting procedures that may be required. In addition, this letter authorizes T-Mobile, their agents, servants, assigns, and/or employees, to apply for and obtain, any and all zoning and/or permits required for this specific install.

Please indicate your consent by executing this letter where indicated below. Thank you for your continued cooperation with AT&T and CCATT. If you have any questions concerning this request, please contact Zachary Plummer at (704) 405-6552 or Zachary.Plummer@Crowncastle.com.

Sincerely,

Zachary Plummer

Zachary Plummer
Real Estate Specialist

Agreed and accepted on _____
(Date)

(Lessor's signature)

(Print name)

Noelle Scoullar

From: Plummer, Zachary [REDACTED]
Sent: Thursday, March 14, 2019 12:22 PM
To: Noelle Scoullar
Subject: Tower located at 344 Route 6 North Truro, Mass - 841273 - T-Mobile Upgrade
Attachments: Site Plan.pdf; 841273 - T-Mobile.pdf

Good Afternoon Noelle,

T-Mobile has put in an application to do some work on the tower at the above location. They plan to replace (3) existing antennas with new models. Remove (6) TMA's and adding (3) new TMA. Replace (3) existing RRUs with new models. They will still need to go through all requirements of zoning and permitting. I have attached the necessary consent along with plans.

Please let me know if you have any questions or concerns.

Thanks,

ZACHARY PLUMMER
Real Estate Specialist
T: (704) 405-6552 | F: (724) 416-6297 | M: (570) 765-3730

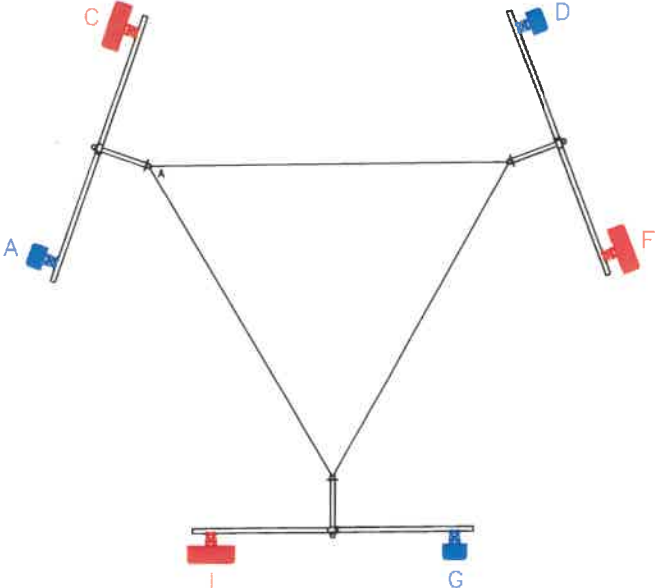
RCUD 2019/MAR14 pm12:53
ADMINISTRATIVE OFFICE
TOWN OF TRURO

CROWN CASTLE
3530 Toringdon Way, Suite 300
Charlotte, NC 28277
CrownCastle.com

This email may contain confidential or privileged material. Use or disclosure of it by anyone other than the recipient is unauthorized. If you are not an intended recipient, please delete this email.

ANTENNA SUMMARY T-MOBILE							
QTY	INST	PRPSD	NOT INST	MLA/SLA/ABND	MANUFACTURER	MODEL	ANTEN #
3	3	0	0	0	ERICSSON	ERICSSON AIR 21 84A B2P	97
3	0	3	0	0	RFS/CELUMVE	APXWARR24_43-U-W20	97
T-ME SUMMARY T-MOBILE							
QTY	INST	PRPSD	NOT INST	MLA/SLA/ABND	MANUFACTURER	MODEL	TYPE
3	3	0	0	0	ERICSSON	RRUS 11 B2	BASESTN
3	0	3	0	0	RFS/CELUMVE	ADM19000-1A20	MFP
3	0	3	0	0	ERICSSON	RND0 4449 B12/B71	BASESTN
FEEDLINE SUMMARY T-MOBILE							
QTY	INST	PRPSD	NOT INST	MLA/SLA/ABND	MANUFACTURER	MODEL	SIZE
2	2	0	0	0	ANDREW	LDPS-50	3/8
6	6	0	0	0	ANDREW	LDPS-50A	7/8
3	3	0	0	0	HUBER AND SUMNER	MLE HYBRID SPOWDR/FIBER RL 2	1-1/4

ORIENT	CUSTOMER	QTY	STATUS	ANTENNA			FEEDLINE		T-ME			
				MFG	MODEL	AZ	TECH	QTY	SIZE	QTY	TIME TYPE	MFG
A	T-MOBILE	97	INSTALLED	ERICSSON	ERICSSON AIR 21 84A B2P	350	2	3/8	1	BASESTN	ERICSSON	RRUS 11 B2
	T-MOBILE		INSTALLED				2	7/8	0			
	T-MOBILE		PROPOSED				0		3	MFP	RFS/CELUMVE	ADM19000-1A20
	T-MOBILE		PROPOSED				0		3	BASESTN	ERICSSON	RND0 4449 B12/B71
B												
C	T-MOBILE	97	INSTALLED				2	7/8	0			
	T-MOBILE		PROPOSED	RFS/CELUMVE	APXWARR24_43-U-W20	350	0		0			
D	T-MOBILE	97	INSTALLED	ERICSSON	ERICSSON AIR 21 84A B2P	130	1	1-1/4	1	BASESTN	ERICSSON	RRUS 11 B2
E												
F	T-MOBILE	97	INSTALLED				1	1-1/4	0			
	T-MOBILE		PROPOSED	RFS/CELUMVE	APXWARR24_43-U-W20	130	0		0			
G	T-MOBILE	97	INSTALLED	ERICSSON	ERICSSON AIR 21 84A B2P	240	2	7/8	1	BASESTN	ERICSSON	RRUS 11 B2
H												
I	T-MOBILE	97	INSTALLED				1	1-1/4	0			
	T-MOBILE		PROPOSED	RFS/CELUMVE	APXWARR24_43-U-W20	240	0		0			



BUSINESS UNIT: 841273 TOWER ID: A LEVEL: 96

OPERATING LEGAL ENTITY: T-MOBILE NORTHEAST LLC



CROWN REGION ADDRESS
USA

NO.	DATE	DESCRIPTION	BY
1	12/21/19	UPDATED FOR WORK ORDER TOWER	W

DRAWN/CHECKED BY: EACAD
DRAWING DATE: 3/12/2019

SITE NUMBER:
SITE NAME:
SITE NAME
TRURO
BUSINESS UNIT NUMBER
841273
SITE ADDRESS

344 ROUTE 6
NORTH TRURO, MA 02652
BARNSTABLE COUNTY
US

SHEET TITLE
96 FT PROPOSED LEV
SHEET NUMBER

DRAWING NOTES
1. THESE DRAWINGS ARE FOR REFERENCE ONLY
NOT FOR CONSTRUCTION OR DESIGN.

LEVEL DRAWING | MOUNT: SM 406-1

EQUIPMENT CENTERLINES ARE ABOVE STEEL LEVEL (ASL) UNLESS OTHERWISE NOTED | SEE TOWER ELEVATION FOR REFERENCE

A1-96

PLOT DATE: FILE20RME

841273 A Palwe

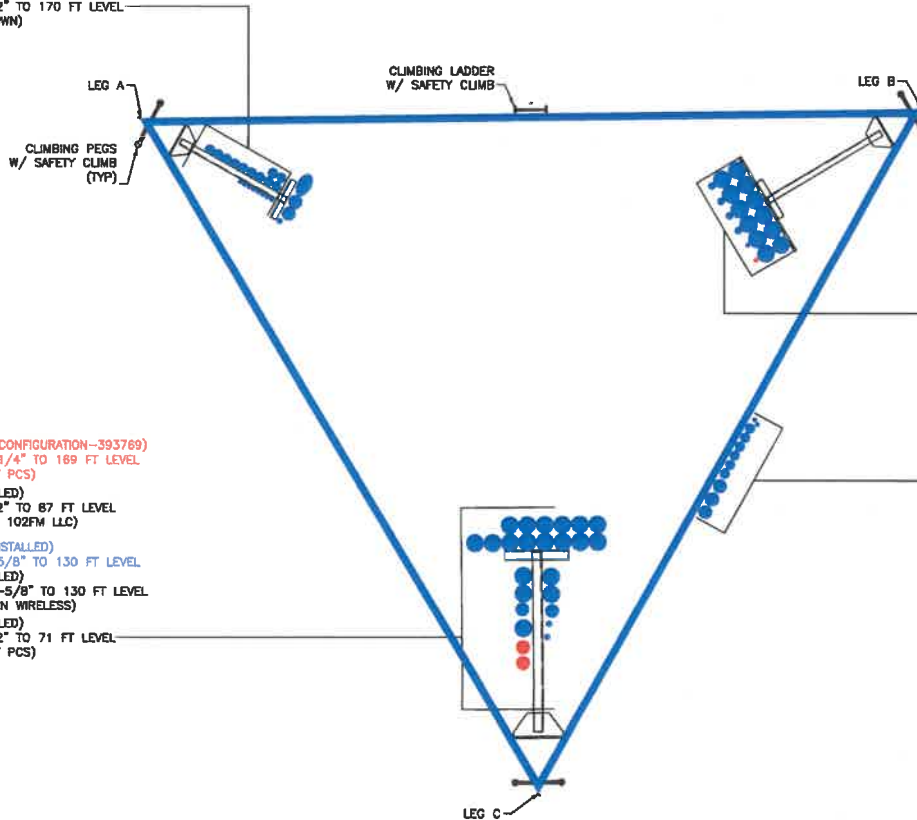


(NOT INSTALLED)
 (1) EW52 TO 139 FT LEVEL
 (AT&T MOBILITY)

(INSTALLED)
 (1) 7/8" TO 185 FT LEVEL
 (DUNES 102FM LLC)

(NOT INSTALLED)
 (2) 7/8" TO 151 FT LEVEL

(INSTALLED)
 (8) 3/8" TO 104 FT LEVEL
 (10) 7/8" TO 104 FT LEVEL
 (2) 1-1/4" TO 151 FT LEVEL
 (1) 1/2" TO 170 FT LEVEL
 (UNKNOWN)



(FINAL CONFIGURATION--393769)
 (4) 1-1/4" TO 189 FT LEVEL
 (SPRINT PCS)

(INSTALLED)
 (1) 1/2" TO 87 FT LEVEL
 (DUNES 102FM LLC)

(NOT INSTALLED)
 (1) 1-5/8" TO 130 FT LEVEL

(INSTALLED)
 (19) 1-5/8" TO 130 FT LEVEL
 (VERIZON WIRELESS)

(INSTALLED)
 (1) 1/2" TO 71 FT LEVEL
 (SPRINT PCS)

(FINAL CONFIGURATION--414702)
 (2) 3/8" TO 145 FT LEVEL
 (4) 5/8" TO 145 FT LEVEL
 (12) 1-5/8" TO 145 FT LEVEL
 (AT&T MOBILITY)

(FINAL CONFIGURATION--479923)
 (2) 3/8" TO 96 FT LEVEL
 (6) 7/8" TO 96 FT LEVEL
 (3) 1-1/4" TO 96 FT LEVEL
 (T--MOBILE)

DRAWING NOTES	
THESE DRAWINGS ARE FOR REFERENCE ONLY, NOT FOR CONSTRUCTION OR DESIGN.	
FEEDLINE KEY	
CUSTOMER'S EXISTING CONFIGURATION	
	INSTALLED FEEDLINES
	PROPOSED FEEDLINES
	INSTALLED FEEDLINES
	INSTALLED FEEDLINES TO BE REMOVED AS A PART OF THE FINAL CONFIGURATION
	OTHER FEEDLINES
	CROWN CASTLE FEEDLINES, LIGHTING CABLES & SAFETY CLIMB

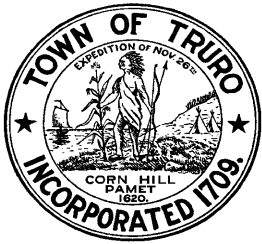


CROWN REGION ADDRESS
 USA

NO.	DATE	DESCRIPTION	BY
1	04/17/18	UNAPPROVED FOR HOME OBJECT 1180237	MM
2	05/02/18	UNAPPROVED FOR HOME OBJECT 1181818	MM
3	05/04/18	UNAPPROVED FOR HOME OBJECT 1324212	MM
4	06/11/18	UNAPPROVED FOR HOME OBJECT 1324212	MM
5	11/09/17	UNAPPROVED FOR HOME OBJECT 1300971	MM
6	06/11/17	UNAPPROVED FOR HOME OBJECT 1300971	MM
7	07/11/17	UNAPPROVED FOR HOME OBJECT 1307748	MM
8	08/07/17	UNAPPROVED FOR HOME OBJECT 1304808	MM
9	12/02/18	UNAPPROVED FOR HOME OBJECT 1197951	MM

DRAWN BY: MMM
 CHECKED BY:
 DRAWING DATE: 25.04.14

SITE NUMBER:
 SITE NAME:
 TRURO
 BUSINESS UNIT NUMBER:
 841273
 SITE ADDRESS:
 344 ROUTE 6
 NORTH TRURO, MA 02652
 BARNSTABLE COUNTY
 USA
 SHEET TITLE:
 BASE LEVEL DRAWING
 SHEET NUMBER:



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: April 9, 2019

ITEM: Kevin Grunwald Reappointment as Truro's Representative to the Cape Cod Commission

EXPLANATION: Kevin Grunwald, Truro's current representative to the Cape Cod Commission, has expressed interest in continuing to serve as our representative. His current appointment expires on April 24, 2019. The Cape Cod Commission is requesting that the Board of Selectmen consider reappointing Mr. Grunwald for a three-year term effective April 25, 2019 through April 24, 2022.

FINANCIAL SOURCE (IF APPLICABLE): None

IMPACT IF NOT APPROVED: Truro will not have representation at the Cape Cod Commission meetings.

SUGGESTED ACTION: *Motion to approve the reappointment of Kevin Grunwald as Truro's representative to the Cape Cod Commission for a three-year term effective April 25, 2019 through April 24, 2022.*

ATTACHMENTS:

1. Cape Cod Commission Letter

3225 MAIN STREET • P.O. BOX 226
BARNSTABLE, MASSACHUSETTS 02630

(508) 362-3828 • Fax (508) 362-3136 • www.capecodcommission.org



CAPE COD
COMMISSION

February 6, 2019

RCVD 2019FEB11 AM11:15
ADMINISTRATIVE OFFICE
TOWN OF TRURO

Board of Selectmen
Town of Truro
P.O. Box 2030
Truro, MA 02666

RE: Truro Representative to the Cape Cod Commission

Dear Selectmen:

As you know, towns are requested to appoint a representative to the Cape Cod Commission for a term of three years. After reviewing our records, we noted that your town's appointment is due to expire on April 24, 2019.

Your current member, Kevin Grunwald, has expressed interest in continuing to serve as the Truro Representative to the Cape Cod Commission for another term. Therefore, at this time, I would ask your Board to consider reappointing Mr. Grunwald, or make a new appointment, for the **three-year term effective April 25, 2019 through April 24, 2022**. According to legislation, all appointments are for three years and all members must be residents and registered voters in Barnstable County.

As you consider your appointment for this position, please know that I am available at your convenience to discuss this with you. Enclosed for your review are the "*Roles and Responsibilities of Cape Cod Commission Members*."

Please forward all appointment letters to Gail Hanley at the Cape Cod Commission office at the address above. Thank you for your prompt attention to this matter.

Sincerely,

Harold W. Mitchell, Chairman

Enclosure

HWM/gph

cc: Kevin Grunwald, Truro Representative



CAPE COD
COMMISSION

CAPE COD COMMISSION

Roles and Responsibilities of Cape Cod Commission Members

The Cape Cod Commission was created in 1990 by an Act of the Massachusetts General Court and confirmed by a majority of Barnstable County voters to protect the region's unique natural, coastal, historical, cultural, and other values.

The Commission functions as a department of Barnstable County, but is funded separately through the Cape Cod Environmental Protection Fund and other sources. Its work is divided into three major areas: **planning, technical assistance, and regulation**. The Cape Cod Regional Policy Plan, adopted as an ordinance of Barnstable County, sets the goals, priorities, and performance standards used in its regulatory work.

3225 Main Street
Barnstable, MA 02630
508-362-3828 | www.capecodcommission.org



■ Commission Activities

Among other areas, technical assistance is provided to Cape communities on:

- Land use planning
- Transportation
- Economic development
- Water quality and supply
- Solid and hazardous waste management
- Affordable housing
- Land protection

Commission planners and technical staff have expertise in a wide variety of areas, such as landscape architecture, land use planning, economic development, affordable housing, historic preservation, wetland and wildlife resources, water resources, coastal resources, waste management, transportation planning, and geographic information and mapping.

■ Commission Makeup

The Cape Cod Commission is made up of 19 appointed members, including representatives from each of Barnstable County's 15 towns; one County Commissioner, one Native American, one Minority Representative, and a Governor's appointee. All members are citizen volunteers who receive and evaluate information from the agency's professional staff, consider policies to guide the agency's activities, and make regulatory decisions about development proposals under the agency's jurisdiction.

■ Meetings of the Commission Board and Standing Committees

The full 19-member Cape Cod Commission board generally meets every other Thursday afternoon in the First District Courthouse of the Barnstable County Complex (off Route 6A) in Barnstable. Meetings last about two hours.

Commission members may also be asked by the board's chair (elected by the members annually) to serve on a standing committee. Participation is voluntary on the Committee on Planning and Regulations. The Executive Committee's includes the Chair, Vice Chair, Secretary, and Pre-



vious Past Chair. Standing committees generally meet in the Commission office to discuss issues prior to meetings of the full Commission.

■ Regulatory Responsibilities

Commission members are expected to serve on regulatory subcommittees to review specific Development of Regional Impact (DRI) proposals. Members rely on the technical expertise of the agency's staff – a diverse group of professionals who gather and interpret data and advise on project consistency with the Regional Policy Plan's standards to make decisions. The evaluation of data and benefits and detriments of a project are vested in Commission members. In this way, members serve as "quasi-judicial" officials.

DRI subcommittees review written applications, materials, and reports; conduct required public hearings; and hold public meetings to discuss issues and concerns and to formulate their recommendations about the DRI decisions to be voted on by the full membership of the Cape Cod Commission.

Depending on the nature and complexity of a development proposal, regulatory subcommittee work can require a significant commitment of time. Meetings may take place during the day and in the evening. Whenever possible, the first hearing is held in the town where the project is proposed. Other hearings and meetings may also be held there or in Barnstable. Preparation for and travel to meetings add to the time commitment.

■ Community Responsibilities

Commission members also serve as liaisons with their towns. Making periodic reports about Commission activities to the Board of Selectmen (or the Town Council, in the case of Barnstable) is an important duty. Within the limits defined by the state Open Meeting Law and the agency's own Public Relations Policy and the Communications Policy for Cape Cod Commission Members, members should make themselves available to answer questions and provide information about Commission activities.

■ Regional Advisory Responsibilities



Commission members are an advisory board responsible for guiding many of the agency's policies and initiatives. Members may also be appointed to represent the agency on special committees or other boards. Most importantly, members help the agency fulfill its mission and uphold the Cape Cod Commission Act and ordinances adopted by Barnstable County.

■ Communication Rules for Commission Members

Cape Cod Commission members serve in several different roles:

1. They are representatives of and liaisons to the 15 Cape towns and Barnstable County residents.
2. They are regional policy makers in issue areas such as land use, transportation and affordable housing.
3. They are quasi-judicial board members regulating development proposals.

In the first two roles, members are encouraged to communicate freely and regularly with local and county officials and the general public. In the third role, however, Commission members are more limited in when and how they may communicate.

Members of Development of Regional Impact subcommittees and the full Commission serve in quasi-judicial roles during project review and the DRI appeal period.

Each member must confine his or her review to the oral and written information received during the public hearing process.

Cape Cod Commission members have adopted and follow written policies governing their communications. The primary policies are the **Communications Policy for Cape Cod Commission Members** (approved June 12, 2008), and the **Cape Cod Commission Public Relations Policy** (approved July 9, 2007).



3225 Main Street
Barnstable, MA 02630
508-362-3828 | www.capecodcommission.org

DRAFT

**Truro Select Board Work Session
Tuesday, March 19, 2019
Truro Public Library – Cobb Room**

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

Present: Town Manager Rae Ann Palmer; Assistant Town Manager Kelly Sullivan-Clark; Town Accountant Trudi Brazil

Chair Robert Weinstein called work session to order at 2:25 p.m.

DISCUSSIONS

Annual Report

The Board examined the beach-themed 2018 Annual Report submission from the Board of Selectmen.

Review of Multi-member Board Charges

Town Manager Rae Ann Palmer and the Selectmen reviewed the list of multi-member boards and committees and their charges. The Selectmen considered ways of filling board vacancies and of keeping apprised of board concerns and activities. Ideas included: placing a newspaper public service announcement for board vacancies; holding an event dedicated to attracting new candidates and thanking volunteers of the various boards and committees; and setting up an online calendar for board members to schedule time with their Selectmen liaisons. Liaisons will examine the charges of their respective boards and make recommendations for changes. The Selectmen's Liaison Policy will be included in the charges. The revisions will be discussed at a future work session.

Selectmen reviewed the various boards and committees. Some boards are no longer necessary: Herring River Restoration, Pay as You Throw, Historic Review Board and Economic Development Committees. Since there is currently no Recreation Commission, a combined Beach and Recreation Commission would alleviate the situation. Possibly, the Energy and Recycling Committees could be combined. The Climate Committee, if it passes, could be a part of a combined Energy group.

Review of Fiscal Year 2020 Budget

Town Accountant Trudi Brazil distributed the March 19, 2019 draft of the Town Manager's Fiscal Year 2020 Budget and a summary recap sheet of expenditures and revenues. Town Manager Rae Ann Palmer reviewed and discussed the Fiscal Year 2020 Budget cuts. The School Committee is expected to make further cuts at their meeting tonight. Presuming that the School Committee makes the cuts of \$76,000, the Budget will be ready to go forward, she said. There are some changes anticipated in OPEB and Free Cash, that will be known by fall. After Town Meeting, Ms. Palmer said she will be meeting with a representative from Lower Cape

Ambulance and will have a few Selectmen join her to discuss their service and increased cost. Janet Worthington reviewed some of the history of Truro's use of Lower Cape Ambulance Service. Ms. Palmer suggested finishing an analysis of ambulance services before meeting with them.

Maureen Burgess called attention to the governor's budget, which is underfunded for Education. Trudi Brazil explained the workings of Educational Reform formula at the state level. This will not likely to be helpful to Truro, she said. Trudi Brazil suggested that Selectmen stay apprised of developments.

Janet Worthington had questions on the increase in water usage that is being requested for new breweries in Provincetown. Ms. Palmer said she has been studying water services because of the Cloverleaf property. She will request guidance from KP Law regarding the current agreement with Provincetown. There will be a joint meeting with the Provincetown Selectboard on water agreements for the Cloverleaf Property.

Ms. Palmer compared Provincetown and Truro School budgets. Robert Weinstein discussed the always rising operating budget, even when it is level funded. He was interested in visioning for services that can be provided; the ability of boards to manage with available resources and volunteers; getting an early start on next year's budget with the involvement of more citizens, especially younger people; and expressed his hope that the ClearGov computer program would help with organization. Ms. Palmer suggested a one-day, facilitated retreat as way to look at the Town's vision. Paul Wisotzky discussed the balance needed for looking financially at what to cut and thinking value-wise to ensure sustainability. Other Selectmen offered ideas for a special "think tank" day: examining revenue enhancing ideas; involving the community in a values and services discussion, creating a clear mission statement, looking at shared interests of part-time and year-round residents. Regionalization is another big topic to explore. Rae Ann Palmer said regionalization is a slow process. She will schedule a date for a think-tank session of the Truro Board of Selectmen. A follow-up session could include a cross section of townspeople with different perspectives. Afterwards, the Board will hold the quarterly joint meeting with the other Lower Cape towns.

Ms. Palmer returned to Budget considerations and mentioned the projects that would be moving forward using borrowing. The Board discussed presentation of the Budget at Town Meeting. There will be a separate Budget hearing on April 11th, Ms. Palmer said.

ADJOURNMENT

Paul Wisotzky moved to adjourn. Kristen Reed seconded, and the motion carried 5-0. The meeting was adjourned at 4:34 p.m.

Respectfully submitted,

Mary Rogers, Secretary

Robert Weinstein, Chair

Maureen Burgess, Vice-chair

Kristen Reed

Paul Wisotzky

Janet Worthington, Clerk

Public Records Materials of 3/19/19

List of boards and committees with their charges

Fiscal Year 2020 Draft Budget of 3/19/19

**Truro Select Board Meeting
Tuesday, March 26, 2019
Truro Town Hall Selectmen's Chambers**

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

Present: Town Manager Rae Ann Palmer; Assistant Town Manager Kelly Sullivan-Clark

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

PUBLIC COMMENT

Jay Coburn of the Community Development Partnership (CDP) announced another Block grant, available to low to moderate income residents of Truro. Applications are available on the CDP website. He displayed posters from CDP's media campaign to put faces on people in need of affordable housing.

Chris Townsend reported on the challenging project he has faced in trying to construct an accessory dwelling unit on his property.

PUBLIC HEARING

Chair Weinstein opened the public hearing at 5:11 p.m.

Kristen Reed recused herself from deliberations and left the table.

Katherine Reed explained her request for approval of the ABCC Licensing Authority Certification form for a new Annual Pouring Wine and Malt Common Victualer License for Chequessett Chocolate. She would like to be able to offer beer and wine on a year-round basis. She offered some history of offerings by the previous businesses at the location, and she explained the advantages of what her business could provide with a year-round license.

Robert Weinstein read into record a letter of support by Raphael Richter, who strongly urged the Board to approve Ms. Reed's request. Paul Wisotzky and Robert Weinstein offered praise for Chequessett Chocolate's accomplishments and continued compliance with Truro regulations.

Chair Weinstein closed the public hearing 5:21 p.m.

Paul Wisotzky moved to approve the ABCC Licensing Authority Certification form for a New Annual On-premises Pouring Wine and Malt Common Victualer License for Katherine Reed, manager and owner of FarmMaidFoods, Inc., dba Chequessett Chocolate, located at 8 Highland Rd., Truro for submission to the Alcoholic Beverages Control Commission. Maureen Burgess seconded, and the motion carried 4-0.

Kristen Reed returned to the meeting.

APPOINTMENTS TO BOARDS/COMMITTEES/COMMISSIONS***Cultural Council***

Sharon Stahl explained her interest in becoming a member of the Truro Cultural Council as a full-time member.

Maureen Burgess moved to appoint Sharon Stahl to the Truro Cultural Council as a full-time member, with a term which expires June 30, 2022. Kristen Reed seconded, and the motion carried 5-0.

Board of Health Alternate

There were three applicants for the Alternate position on the Board of Health. Each came forward for an interview with the Selectmen. Clinton Kershaw discussed what he could bring to the Board with his background in plumbing and septic systems. Heidi Merlini explained her interest in joining the Board of Health and giving back to the community. *Kristen Reed disclosed that she has received medical attention from Ms. Goff.* Meredith Goff said she is a registered nurse and a certified nurse-midwife, now working part-time. The Board considered the qualifications of the three applicants and the comments on each from Board of Health Chair Tracy Rose. Ms. Rose had recommended Meredith Goff for her strong credentials.

Kristen Reed moved to appoint Meredith Goff to serve as an Alternate on the Board of Health for a one-year Alternate position. Janet Worthington seconded, and the motion carried 5-0.

BOARD OF SELECTMEN ACTION***Annual Town Meeting Warrant***

Town Manager Rae Ann Palmer reviewed the recommendation process for Warrant Articles and presented each Article to the Board.

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

Paul Wisotzky moved to recommend Article 1 as printed in the Warrant. Maureen Burgess seconded, and the motion carried 5-0-0.

Article 2 – Authorization to the Set Salary of the Board of Selectmen

Paul Wisotzky moved to recommend Article 2 as printed in the Warrant. Kristen Reed seconded, and the motion carried 5-0-0.

Article 3 – Authorization to Set the Salary of the Moderator

Robert Weinstein recused himself from the vote.

Paul Wisotzky moved to recommend Article 3 as printed in the Warrant. Maureen Burgess seconded, and the motion carried 4-0-1.

Article 4 – Amendments to the Fiscal Year 2019 Operating Budget

Paul Wisotzky moved to recommend Article 4 as printed in the Warrant. Maureen Burgess seconded, and the motion carried 5-0-0.

Article 5 – Fiscal Year 2020 Omnibus Budget

Paul Wisotzky moved to recommend Article 5 as printed in the Warrant. Maureen Burgess seconded, and the motion carried 5-0-0.

Article 6 – Section 1

Transfer of Free Cash to Reduce or Stabilize the FY19 Tax Rate

Janet Worthington moved to recommend Article 6 – Section 1 as printed in the Warrant. Maureen Burgess seconded, and the motion carried 5-0-0.

Article 6 – Section 2

Transfer of Free Cash to OPEB Trust Fund

Janet Worthington moved to recommend Article 6 – Section 2 as printed in the Warrant. Maureen Burgess seconded, and the motion carried 5-0-0.

Article 7 – Transfer of Retiree Drug Subsidy Receipts to OPEB Trust

Maureen Burgess moved to recommend Article 7 as printed in the Warrant. Paul Wisotzky seconded, and the motion carried 5-0-0.

Article 8 - Section 1: Transfer of Funds from Capital Stabilization Fund For Replacement of Heating and Cooling Mini-Splits

Paul Wisotzky moved to recommend Article as printed in the Warrant. Maureen Burgess seconded, and the motion carried 5-0-0.

Article 8 - Section 2: Transfer of Funds from Capital Stabilization Fund Replacement of Truro Central School Boiler System

Paul Wisotzky moved to recommend Article as printed in the Warrant. Maureen Burgess seconded, and the motion carried 5-0-0.

Article 9 – Council on Aging Revolving Fund

Maureen Burgess moved to recommend Article 9 as printed in the Warrant. Kristen Reed seconded, and the motion carried 5-0-0.

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

Kristen Reed moved to recommend Article as printed in the Warrant. Maureen Burgess seconded, and the motion carried 5-0-0.

Article 12 – Borrowing Authorization for Eagle Creek Culvert Repair/Improvement

This is a debt exclusion Article, Ms. Palmer said. If it is approved at Town Meeting, it will be voted on as a ballot question.

Maureen Burgess moved to recommend Article 12 as printed in the Warrant. Kristen Reed seconded, and the motion carried 5-0-0.

**Article 13, Section 1 – Community Preservation Act
Contribution to the Housing Authority Trust Fund (\$56,424)**

Paul Wisotzky moved to recommend Article 13- Section 1 as printed in the Warrant. Maureen Burgess seconded, and the motion carried 5-0-0.

**Article 13, Section 2 – Community Preservation Act
Predevelopment Money of Clover Property (\$40,000)**

Kristen Reed moved to recommend Article 13 – Section 2 as printed in the Warrant. Paul Wisotzky seconded, and the motion carried 5-0-0.

**Article 13, Section 3 – Community Preservation Act
Edgewood Farm Historic Preservation Project Phase 4 (\$125,000)**

Paul Wisotzky said he would recuse himself from the vote.

The Board wanted to hear more about the request from Castle Hill for Edgewood Farm’s Phase 4 plans before voting. The Finance Committee had not recommended the Article. From the audience, Joan Holt spoke about the increased cost of children’s programs offered by the Truro Center for the Arts at Castle Hill.

**Article 13, Section 4 – Community Preservation Act
Phase 4 Preservation and Restoration of Highland House Museum (\$204,0000)**

Susan Areson explained the split vote by the Finance Committee. Susan Howe, President of the Board of the Truro Historical Society, discussed funding they have received for the restoration of the museum and the high cost of elevators for handicap accessibility. She explained the need for a good security system for the museum.

Paul Wisotzky moved to recommend Article 13 – Section 4 as printed in the Warrant. Kristen Reed seconded, and the motion carried 5-0-0.

**Article 13, Section 5 – Community Preservation Act
Administrative Support (\$28,148)**

Town Accountant Trudi Brazil explained a small adjustment made in the 5% allowed for administrative purposes. Paul Wisotzky thanked the Community Preservation Committee for their efforts, especially in weighing decisions for project funding when the requests exceed the available money.

Paul Wisotzky moved to recommend Article 13 Section 5 as printed in the Warrant. Maureen Burgess seconded, and the motion carried 5-0-0.

Article 14 - General Bylaw Amendment: Right to Farm

Ms. Palmer said this Article needed further work and could be postponed until Fall Town Meeting.

Paul Wisotzky moved to remove Article 14 from the Annual Town Meeting Warrant. Maureen Burgess seconded, and the motion carried 5-0-0.

Article 15 - Home Rule Petition
Expanding Residential Property Exemption

Rae Ann Palmer said Articles 15 and 16 dealt with the home rule petition for home owner's tax exemptions. Article 15 expands the home owner's exemption to those who rent their second home year-round. There was discussion of home owners who might claim an exemption in another town.

Paul Wisotzky moved to recommend Article 15 as printed in the Warrant. Maureen Burgess seconded, and the motion carried 5-0-0.

Article 16 - Home Rule Petition
.5% Increase in the Real Estate Transfer Fee

Ms. Palmer explained the uses of revenue resulting from this fee.

Kristen Reed moved to recommend Article 16 as printed in the Warrant. Maureen Burgess seconded, and the motion carried 5-0-0.

Article 17 – Petitioned Article
Amend Zoning Bylaw, Section 40.2 Special Permit

The petitioners have asked that the Article be pulled, Rae Ann Palmer said. The Selectmen concurred that they should continue to work with the Planning Board on improving this Zoning Bylaw to promote affordable housing.

Article 18 – Petitioned Article
Amend Zoning Bylaw Section 30.2, Use Table, and Section 40.2 Accessory Dwelling Unit, to Exclude the Seashore District from Accessory Dwelling Unit Provisions

The Planning Board has not held the public hearing on this yet. Paul Wisotzky expressed his opposition to this Petitioned Article. *Robert Weinstein disclosed that he owns property in the Seashore District.* He reviewed jurisdiction of improved properties within the National Seashore. He indicated he could not support the Article. Janet Worthington suggested waiting to vote on the Article. The Selectmen will revisit this Petitioned Article at their next meeting.

Article 19 – Petitioned Article
Amend Zoning Bylaw Section 30.8, C on Issuance of Special Permits

Paul Wisotzky stated his concerns regarding this Petitioned Article, pointing out the need for a balance between protecting the environment and increasing housing. Kristen Reed expressed the same sentiment and said she did not support the Article. Maureen Burgess addressed the need for more affordable housing but said she too had reservations about the language in the Article. Joan Holt came forward to explain her support for the Petitioned Article. She gave her reasons for seeking improved ZBA decisions and procedures. She had done a study on twenty years of ZBA Special Permits, variances and appeals of the Building Inspector's decisions. Susan Areson of the Zoning Board of Appeals highlighted that the study on ZBA decisions had not included cases that had been withdrawn. She asked if there was a legal conflict built into the

Petitioned Article. Ms. Palmer said she would check with Town Counsel. Janet Worthington mentioned the changing membership on boards. Robert Weinstein gave his insights as a past chair of ZBA and of the Planning Board. He explained the statutory nature of Special Permit issuance, the definition of *detrimental*, and the language in the Petitioned Article 19.

Paul Wisotzky moved to recommend Article 19 as printed in the Warrant. Kristen Reed seconded, and the motion carried 0-4-1 against.

Article 20 – Petitioned Article

Use of Secret Voting at Town Meeting and Special Town Meetings

Ms. Palmer explained this would be an advisory, non-binding Article. If it is approved at Town Meeting, it would require funding in Fiscal Year 2021.

Kristen Reed moved to recommend Article 20 as printed in the Warrant. Paul Wisotzky seconded, and the motion carried 5-0-0.

Article 21 – Petitioned Article

Establish a Truro Climate Action Committee

Ms. Palmer explained the intent of the Petitioned Article but pointed out that there are some problems in the proposal. It could be amended from the floor at Town Meeting to bring it in line with structure of Town boards and committees. From the audience, Joan Holt gave some background on the crafting of the Petitioned Article to create a Climate Action Committee as a Town organization. Kristen Reed expressed her support for the Article and the hope that an amendment will be accepted. Voting on Petitioned Article 21 will be deferred until the Selectmen review an amendment that Town Counsel examines first.

Ms. Palmer said there will be a need for an April 4, 2019 meeting to complete recommendations for the Warrant, which must be sent to the printer to meet the deadline.

Town Hall Security

Assistant Town Manager Kelly Clark explained a plan for security cameras for the second floor and the entrance to Town Hall. The Board considered the benefits of the increased security.

Paul Wisotzky moved to approve the installation of the two proposed cameras: one outside Town Hall and one inside Town Hall in the second-floor corridor. Kristen Reed seconded, and the motion carried 4-1.

Financial Investment Management Firm

The Town Manager said that three investment firms – MassPRIM, Bartholomew & Co., Inc. and Rockland Trust – had been considered to manage Truro's trust funds. Bartholomew & Co, Inc. and Rockland Trust were interviewed by the Town Manager, Finance Committee Chair and Town staff. Finance Committee voted to recommend that Rockland Trust be awarded the contract. Ms. Palmer discussed the advantages of choosing Rockland Trust. Town Accountant Trudi Brazil commented on the selection process.

Paul Wisotzky moved to secure the services of Rockland Trust Investment Management Group to Manage Truro's long-term investment/trust funds. Maureen Burgess seconded, and the motion carried 5-0.

CONSENT AGENDA

- A. Review/Approve and Authorize Signature: *None*
- B. Review and Approve 2019 (Common Victualer and Transient Vendor), Terra Luna (Common Victualer), Whitman House (Common Victualer), Jobi Pottery (Transient Vendor)
- C. Review and Approve 2019 Seasonal Alcohol Licenses: James Too, Inc., Highland Links Café, Terra Luna, Whitman House Restaurant, Captain's Choice, Blackfish Restaurant, Top Mast Café, Fuller's Package Store, Terra Luna Restaurant, Beach Point Health & Swim Club, Payomet Performing Arts Center
- D. Review and Approve the 2019 Seasonal Renewal Certification for the Alcoholic Beverages Control Commission
- E. Review and Approve Board of Selectmen Minutes of March 12, 2019.

Paul Wisotzky moved to approve the Consent Agenda as printed. Maureen Burgess seconded, and the motion carried 5-0 with Kristen Reed abstaining on the Item C Blackfish license.

SELECTMEN REPORTS & TOWN MANAGER'S REPORT

Kristen Reed reported on the March 19th Recycling Committee meeting regarding the Swap Shop's opening expected for May 4th, mattress disposal, increased recycling, and the need for volunteers at the Swap Shop, something that offers tax benefits through the Senior Tax Write-off Program. On March 19th, she attended an informative Selectmen's work session on Town revenue and services. She reported disturbing activity of members passing notes during the Planning Board hearing, held March 21, 2019.

Maureen Burgess said, as liaison to the Planning Board, she would bring to their attention the note passing, which she too had witnessed at the hearing. She had attended a Water Resources Oversight Committee, where the Health Agent discussed the proposed regulations on what activities are to be allowed in Zone 2's and reviewed Provincetown's regulations on wastewater management.

Paul Wisotzky had attended the latest Housing Authority meeting, where Ted Malone discussed adjustments for the Cloverleaf Property plans. There will be a community outreach hearing on May 8, 2019 for more input on the project. Janet Worthington asked that Ted Malone give a report to the Selectmen. Lastly, Paul Wisotzky said he enjoyed a final Selectman's ride-along with the Chief of Police.

Janet Worthington attended the Planning Board hearing and a Chamber of Commerce meeting where ideas for collaboration of the Chamber and Town were considered, such as recognizing businesses for their long-time presence in Truro. She asked that the Water Resources Oversight

Committee come to a Selectmen's meeting to discuss the increased use of water expected with the new Provincetown breweries.

Robert Weinstein reported on the Municipal Planning Organization (MPO) expectation of \$8,000,000 for the project to resurface Rte. 6 in Wellfleet and Truro, markings for the bike trail extension in Truro, and the yet unfinished design phase for the intersection of West Main St. and Rte. 6 in Wellfleet, which impacts traffic to Truro. He commented on the inappropriate note passing that transpired at the Planning Board hearing.

Town Manager Rae Ann Palmer gave an update on planning for the Cloverleaf Property, and she thanked Assistant Town Manager Kelly Clark for work on the Warrant.

SELECTMEN'S COMMENTS

Chair Weinstein thanked the Town Manager and Assistant Town Manager for their robust discussions on the Warrant, and he thanked his colleagues for their attention to Warrant issues.

AGENDA FOR NEXT MEETING

Rae Ann Palmer reviewed agenda items for the next regular meeting: the license for Avenue D, Captain's Choice alterations, the Annual Report of Cape Cod Commission, seasonal licenses, reappointment of Kevin Grunwald to the Commission, and minutes.

ADJOURNMENT

Paul Wisotzky moved to adjourn. Kristen Reed seconded, and the meeting was adjourned at 8:10 p.m.

Respectfully submitted,

Mary Rogers, Secretary

Robert Weinstein, Chair

Maureen Burgess, Vice-chair

Kristen Reed

Paul Wisotzky

Janet Worthington, Clerk

Public Records Material of 3/26/19

1. Application papers for Chequessett Chocolate
2. Letter of support for Chequessett Chocolate license from Raphael Richter
3. Sharon Stahl's application to the Truro Cultural Council
4. Board of Health applications of Heidi Merlini, Meredith Goff and Clinton Kershaw
5. Annual Town Meeting Warrant 2019 – 3/26/19 draft
6. Bartholomew & Co., Inc. and Rockland Trust financial management packets
7. 2019 (Common Victualer and Transient Vendor), Terra Luna (Common Victualer), Whitman House (Common Victualer), Jobi Pottery (Transient Vendor)
8. 2019 Seasonal Alcohol Licenses: James Too, Inc., Highland Links Café, Terra Luna, Whitman House Restaurant, Captain's Choice, Blackfish Restaurant, Top Mast Café, Fuller's Package Store, Terra Luna Restaurant, Beach Point Health & Swim Club, Payomet Performing Arts Center
9. 2019 Seasonal Renewal Certification for the Alcoholic Beverages Control Commission