



Truro Select Board

Tuesday, July 9, 2019

Regular Meeting-5:00pm

Truro Town Hall - 24 Town Hall Road

1. PUBLIC COMMENT

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

2. PUBLIC HEARINGS NONE

3. BOARD/COMMITTEE/COMMISSION APPOINTMENTS

- A. Katherine Winkler-Agricultural Commission

4. TABLED ITEMS

- A. Continued-Shellfish Aquaculture Tidal Grant Application for Jeffrey Souza, 10 Whitmanville Rd, and William Souza, 4 Professional Heights Rd for a Proposed Tidal Grant Area for 1.5 acres, located off of Cold Storage Beach (July 23)

5. SELECT BOARD ACTION

- A. Discussion of Planning Board Complaint Letter
Presenter: Jan Worthington, Chair
- B. Discussion and Possible Vote on Pan Mass Challenge Route
Presenter: Rae Ann Palmer, Town Manager
- C. Discussion on Fiscal 2020 Select Board Goals and Objectives
Presenter: Rae Ann Palmer, Town Manager
- D. Discussion of Film Agreement-Discovery Channel
Presenter: Rae Ann Palmer, Town Manager

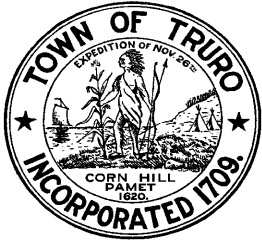
6. CONSENT AGENDA

- A. Review/Approve and Authorize Signature:
 - 1. *One Day Entertainment and Alcohol Licenses for Truro Center for the Arts at Castle Hill*
- B. Review and Approve the Reappointments of Board/Committee/Commission Members: Dana Pazolt-Shellfish Advisory Committee; Peter Graham-Truro's Representative to the Provincetown Water and Sewer Board; Angela Gaimari-Truro Cultural Council
- C. Review and Approve Select Board Minutes: Amended minutes from June 11, 2019; June 25, 2019

7. SELECT BOARD REPORTS/COMMENTS

8. TOWN MANAGER REPORT

9. NEXT MEETING AGENDA: July 23 and August 13



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: July 9, 2019

ITEM: Application to serve, Katherine Winkler-Agricultural Commission

EXPLANATION: Katherine Winkler submitted an application to serve on the Agricultural Commission. There is an unexpired three-year term available which will end June 30, 2020.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Applicant will not be able to join the Agricultural Commission.

SUGGESTED ACTION: *Motion to appoint Katherine Winkler to the Agricultural Commission as a full member filling an unexpired term which will end June 30, 2020.*

ATTACHMENTS:

1. Application to Serve-Katherine Winkler



TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

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

APPLICATION TO SERVE ON AN APPOINTED MULTI-MEMBER BODY

NAME: Katherine Winkler HOME TELEPHONE: [REDACTED]

ADDRESS: 13 Noons Drive WORK PHONE: [REDACTED]

MAILING ADDRESS: POB 1110 Truro E-MAIL: [REDACTED]

FAX: None MULTI-MEMBER BODY ON WHICH I WISH TO SERVE:

Agricultural Commission [REDACTED]

SPECIAL QUALIFICATIONS OR INTEREST: I am a small farmer & livestock owner here in Truro and feel that agriculture is an important part of my daily life.

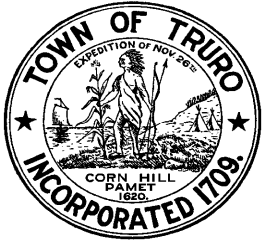
COMMENTS: [REDACTED]

SIGNATURE: [Handwritten Signature] DATE: 5/30/2019

COMMENT/RECOMENDATION OF CHAIRPERSON OF MULTI-MEMBER BODY (OPTIONAL)
RCVD 2019 JUN 17 AM 11:39
ADMINISTRATIVE OFFICE
TOWN OF TRURO

SIGNATURE: _____ DATE: _____

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



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Jan Worthington, Chair

REQUESTED MEETING DATE: July 9, 2019

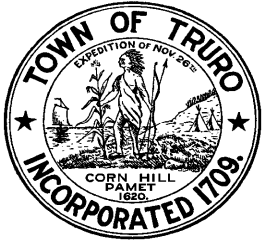
ITEM: Discussion of Planning Board Letter of Complaint

EXPLANATION: Discussion of letter from the Planning Board.

SUGGESTED ACTION: *MOTION TO*

ATTACHMENTS:

- 1.



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Rae Ann Palmer, Town Manager

REQUESTED MEETING DATE: July 9, 2019

ITEM: Discussion of Pan Mass Challenge Bike Route

EXPLANATION: Update on the July 8, 2019 meeting with representatives from Pan Mass.

SUGGESTED ACTION: *MOTION TO*



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Rae Ann Palmer, Town Manager

REQUESTED MEETING DATE: July 9, 2019

ITEM: Discussion of Draft Values, Goals and Objectives for Public Hearing

SUGGESTED ACTION: Discussion on comments from the June 25 Public Hearing on the 2020 Goals and Objective.

ATTACHMENTS:

1. FY 2020 Draft Goals and Objectives
2. Objectives Requested by the Board



TOWN OF TRURO

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

Values and Fiscal Year 2020 Goals and Objectives

VALUES:

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

Excellence:

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

Integrity:

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

Openness and Transparency:

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

Historic and Environmental Protection:

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

Fiscal Integrity:

We believe in sound fiscal policy and practice.

Diversity:

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

Collaboration:

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

GOALS AND OBJECTIVES:

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

The goals and objectives are divided into five broad categories:

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

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

The Truro Select Board has agreed to pursue the following goals and objectives for Fiscal Year 2020: July 1, 2019 through June 30, 2020.

TOWN SERVICES

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

- TS1. The Select Board will develop a policy that addresses uses and modifications to Town-owned property.

FISCAL MANAGEMENT

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

- FM1. The Town Manager will work with the Finance Committee and Select Board to initiate a review in October of all services as part of the budget development analysis. The Town Manager will begin the FY 2021 Budget with staff in September.

PUBLIC SAFETY

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

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

COMMUNITY SUSTAINABILITY

THE TOWN OF TRURO WILL SUPPORT POLICIES AND PROGRAMS THAT:

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

- CS1. (ENVIRONMENTAL) The Town Manager will continue efforts on the following environmental projects and develop and implement public outreach and education components for them:
- a. *Pamet River Tidal Flow Restoration & Watershed Study*: Review Army Corps culvert replacement recommendations; determine best course of action; initiate engineering and cost estimating; prepare appropriate article for the 2020 Annual Town Meeting.
 - b. *East Harbor Culvert Replacement*: Complete second phase of culvert replacement between Shore Road and Route 6 in fall/winter of 2019.
 - c. *Mill Pond and Eagle Creek Repairs & Improvement* The final design for necessary repairs/replacement completed by the end of July 2019; construction scheduled for fall/winter 2019.
 - d. *Little Pamet Watershed Study & Culvert Repair*: Culvert replacement recommendations and construction estimate completed in the first quarter; funding source to be identified and if required, article prepared for 2020 Annual Town Meeting.
 - e. *Coastal Management*: Pending grant approval from the Office of Coastal Zone Management, in partnership with the Center for Coastal Studies and the Towns of Provincetown, Wellfleet and Eastham, work will begin on developing a comprehensive intermunicipal shorefront management plan to improve coastal resiliency for the bay shoreline.
- CS2. (ENVIRONMENTAL) The Select Board will develop a charge and appoint a Climate Action Committee as requested by Article 17 at the 2019 Annual Town Meeting.
- CS3. (HOUSING) The Select Board will hold a joint work session meeting with the Truro Housing Authority to develop ideas for affordable home ownership initiatives that would diversify the range of housing stock for people of varying AMI levels and to proactively initiate efforts to address the growing housing affordability gap.
- CS4. (HOUSING) The Select Board working with the Planning Board and the Zoning Board of Appeals will explore ways to increase use of the ADU bylaw.
- CS5. (ECONOMIC DEVELOPMENT) The Select Board will engage with the Truro business community and explore the process of *establishing a designated cultural district*.

COMMUNITY ENGAGEMENT & GOVERNANCE

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

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

Jan Worthington, Chair

Maureen Burgess, Vice-Chair

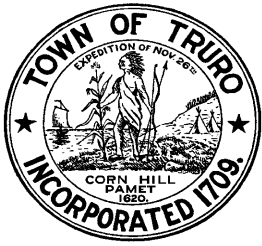
Kristen Reed, Clerk

Robert Weinstein

Susan Areson
Truro Select Board

Additional Objectives Requested by Board Members:

1. Explore the creation of a Municipal Affordable Housing Trust under MGL c.44 s.55C and transfer funds in the existing Affordable Housing Trust to the new Municipal Affordable Housing Trust.
2. Explore potential sources of regular funding for a Municipal Affordable Housing Trust. Possible sources to explore include: 1) a portion of the expanded Rooms Occupancy Tax, 2) Free Cash and/or, 3) an annual appropriation from the Town Budget.
3. The Town should consider offering a property tax rebate on units rented at 80% of AMI or less to lower the operating costs of affordable units. The Town of Provincetown already does this.
4. The Town will prepare a bylaw banning balloons for the 2020 Annual Town Meeting.



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Rae Ann Palmer, Town Manager

REQUESTED MEETING DATE: July 9, 2019

ITEM: Discussion of Truro Film Agreement for the Discovery Channel

EXPLANATION: The Select Board must give prior consent for filming in the town of Truro. Big Wave Productions, from Chichester UK, is requesting filming in Truro for 2-3 days maximum on shore within the following time frame, weather permitting of July 17-28th and August 18-30th 2019, the remaining days will be aggregate filming offshore. The filming will be for Dr. Greg Skomal's great white research to air on the Discovery Channel's 2020 Shark Week – *5 Sharks, 5 Weeks (working title)*, a documentary on following 5 tagged great white sharks.

Per the Discovery Channel, for this film, Discovery has funded some ground-breaking tags, which are capable of filming great white sharks at night with infra-red lights. They will also be funding Amy Kukulya and the WHOI based SharkCam for a 3-day mission, as well as the deployment of cutting-edge listening stations to assist Dr. Skomal with his great white research. Dr. Skomal also has plans to test 2 'live' listening stations off key beaches which will deliver a live text to Dr. Skomal and can also be sent to the Harbor office when a shark goes by.

The plan is to deploy specialized camera tags on the backs of the sharks and track their movements 24/7. The film crew will also be working with the Atlantic White Shark Conservancy and the Woods Hole Oceanographic Institution and will be deploying the robot sub, SharkCam, at some point towards the end of the summer.

Dr. Skomal already has over 100 listening stations on the seabed which 'ping' every time a shark carrying an acoustic tag passes by, but the data only gets collected some months later. The new 'live' stations could be a big breakthrough in shark management and the Discovery Channel is eager to cover this in the film.

Discovery Channel would like to see if it is possible to film on the beaches if Dr. Skomal comes ashore. They are also requesting permission to speak to the Harbor Master and to possibly film the Harbor Master/ Beach patrols at work. This is Big Wave Productions 10th film made with Dr. Skomal and the third with white sharks on the Cape since they first filmed in 2010 for *Jaws Comes Home*.

Big Wave is a multiple award-winning TV production company, working for broadcasters like the BBC, National Geographic, Animal Planet and Discovery. They specialize in science and wildlife films and have a special interest in marine films (see www.bigwavetv.com for more info).

Dr. Skomal will review the film for accuracy and tone. The film company is seeking permits from the Cape Cod National Seashore and the Town of Wellfleet as well.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Big Wave Productions will be unable to film in the town of Truro, an episode of *5 Sharks, 5 Weeks*, for the Discovery Channel regarding sharks for a documentary.

SUGGESTED ACTION: MOTION TO *approve the film agreement for Big Wave Productions for filming in Truro between July 17-28th and August 18-30th, for 2-3 days maximum on shore.*

ATTACHMENTS:

1. Big Wave Productions Truro Film Agreement

RCUD 2019 JUL 1 AM 9:07
 ADMINISTRATIVE OFFICE
 TOWN OF TRURO



TOWN OF TRURO

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

FILMING AGREEMENT

An agreement made in Truro, Massachusetts on this date, 28th June 2019 by and between Big Wave Productions Ltd ("Company"), having a principal place of business at 156 St Pancras, Chichester, PO19 7SH, UK and the Town of Truro, acting through its Town Manager ("Town"), a town duly incorporated under the laws of Massachusetts;

WHEREAS, the Company is desirous of filming a portion of its motion picture/advertisement within the Town of Truro; and

WHEREAS, the Company wishes to gain permission to utilize the public lands and ways during part of its filming; and

WHEREAS, the Town is amenable to granting full permission so long as the Town is fully protected from all injury and liability which may be occasioned by granting permission;

NOW THEREFORE, it is mutually agreed as follows:

1. With the prior consent of the Town Manager , the Company may film within the Town of Truro portions of its motion picture/advertisement, at the locations already designated and to be designated by the Town Manager ;
2. The Company shall at all times exercise due care and diligence in its filming and associated activities within the Town of Truro;
3. For each day of filming within the Town of Truro the Company shall pay to the Town of sum of \$250.
4. Should the Chief of Police of the Town of Truro determine that public safety and order requires a police detail at the scene where filming is occurring, he/she shall provide the police detail with all costs of such detail, if there are any, to be paid by the Company as an additional payment in addition to the daily fee.
5. All payments due under this Agreement shall be paid within thirty (30) days of when the filming occurs; in the event payment is not made within this time, interest at the rate of twelve (12%) per annum shall accrue thereon.
6. The Company shall fully reimburse the Town for any property damage cause, directly or indirectly by the Company.
7. The Company shall fully reimburse, indemnify, and hold harmless the Town of Truro for any and all

harm, injury, damage, and liability for property damage and personal injury which may occur to third parties, which is caused directly or indirectly by the Company, and for which the Town may be held responsible. Indemnification shall include all legal expenses, court costs, and attorney fees, if any.

8. The Company warrants and represents that it is fully and satisfactorily insured against liability for personal injury and property damage and that, upon request of the Town Manager it shall furnish all applicable certificates of insurance.

9. This Agreement shall be construed in accordance with the laws of the Commonwealth of Massachusetts, and in the event any portion of this Agreement is deemed to be invalid, that portion shall be severed and deleted, and at the discretion of the Town, the balance shall remain in full force and effect.

Witness our hands and seal this 28th day of June 2019

Town of Truro by Town Manager:

Company by a duly authorized agent:

Signature of Agent
Sarah Cunliffe

Name and Title (Printed)
MD

Date when signed 28th June 2019

In the presence of:

M. Jones

Notary Public *Solicitor of THE
SUPREME COURT OF ENGLAND
AND WALES*

The Owen Kenny Partnership
Old Market House, Market Avenue
Chichester, West Sussex
PO19 1JR
Tel: 01243 532777

APPLICATION FOR PERMIT TO USE TOWN OWNED PROPERTY

APPLICANT: Nick Stringer
COMPANY NAME: Big Wave Productions Ltd
ADDRESS: 156 St Pancras, Chichester, PO19 7SH, UK
TELEPHONE: 0044 (0)1243 532531
E-MAIL ADDRESS: nickstringer@bigwavetv.com; rhiannonburton@bigwavetv.com
TOWN PROPERTY TO BE USED:
Office of Harbor Master and surrounding beaches

DATES AND HOURS OF USE:

From 17th- 28th July 19 and 18th- 30th August 19 (2 - 3 days maximum) please note, these dates are unknown as with Dr Greg Skomal filming

DESCRIPTION OF ACTIVITY CONTEMPLATED, INCLUDING PURPOSE FOR FILMING, NUMBER OF PERSONS INVOLVED, EQUIPMENT TO BE USED, WHETHER FOOD OR BEVERAGES WILL BE SERVED OR SOLD, THE NUMBER OF VEHICLES INVOLVED, AND ANY OTHER ADDITIONAL INFORMATION:

see additional page

ACTION BY TOWN MANAGER :

Approved _____ Disapproved _____

Conditions, if any: _____

Signature (Town Manager)

Date

ACTION BY POLICE DEPARTMENT:

Recommendation for a police detail:

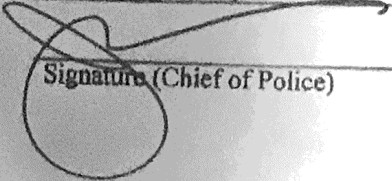
Yes

*

No

Comments, Conditions:

*If filming impacts beach parking or traffic flow.


Signature (Chief of Police)

7/2/19
Date

INDEMNITY AGREEMENT

AGREEMENT made on June 28th 2019 by the Town of Truro, ("Town") a municipal corporation having its usual place of business in Truro, Massachusetts, and acting by and through its Town Manager, and ("Company") acting by and through its agent, .

WITNESSETH:

WHEREAS, the Company has requested permission to use that portion of land in the Town of Truro and owned by the Town of Truro, commonly referred to as PLEASE NOTE NO FILMING IN TOWN, ONLY OFFICE purposes of holding thereon a _____ on the following date(s) _____ and;

WHEREAS, the Company has agreed to indemnify the Town of Truro against any and all liabilities, loss, damages, costs or expenses which it may hereinafter incur or suffer or be required to pay as a result of the use of said property for the above purpose, and;

WHEREAS, the Company has agreed to provide a bond to the inhabitants of the Town of Truro;

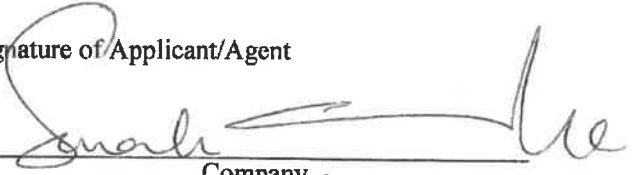
NOW THEREFORE, in consideration of the above premises and covenants and agreements contained herein, the Company hereby covenants and agrees as follows:

1. In consideration and use of _____, so-called, and located in the Town of Truro, for purposes of the holding of a _____ on the date(s) of _____ the Company hereby agrees to indemnify and hold harmless the Town against any and all liabilities, loss, damages, costs or expenses, which it may hereafter incur, suffer or be required to pay by reason of the use of the said property for the stated purpose on the above date(s).
2. The Company shall post as a bond the sum of \$ _____ with the Town in insure that any damage that may occur as a result of the use of said property shall be remedied.
3. This Agreement is conditioned upon the due performance by the Company of all of the terms, covenants, and conditions contained herein to be performed and the prompt payment of all sums required to be paid hereunder.
4. The indemnity under this Agreement shall continue until the Agreement has been fully performed and the premises at _____ inspected by the Board of Selectmen or their agent, upon the conclusion of the use of the property.
5. The Company shall be liable for the payment of all obligations that may be incurred by the Town under this Agreement, the fee of which to the Town shall be \$ _____ per day, with any additional costs, i.e., police private detail, to be paid separately from the Town fee, anything herein contained to the contrary notwithstanding, and the Town shall have full right to take such steps to compel performance by the Company as may be necessary and proper and to collect from the Company any loss which the Town feels may incur, including reasonable attorney's fees.

Filming Agreement
Indemnity Agreement
Page 5

Signed and sealed as to the above written date.

Signature of Applicant/Agent



Company
Big Wave Productions
LLC

Date

M.D.

TOWN OF TRURO, TOWN MANAGER

APPLICANT/AGENT FOR THE COMPANY

Activity contemplated including purpose for filming-

Big Wave will be filming Dr. Greg Skomal, lead scientist from the Massachusetts Marine Fisheries, tagging white sharks on the water. The plan is to deploy specialist camera tags on the backs of the sharks, and track their movements 24/7. In addition, we understand Dr. Greg Skomal has been in contact with the Harbormaster about his plans to test 2 'live' listening stations off key beaches, which could include Truro. This is still in discussion. These 'live' listening stations will deliver a 'live' text when a shark goes by, which could be delivered to Dr. Skomal and the Harbor Master.

Greg already has over 100 listening stations on the seabed which 'ping' every time a shark carrying an acoustic tag passes by, but the data is not live, and only gets collected some months later. The new 'live' stations could be a big breakthrough in shark management.

We would like to interview the Harbormaster, [Tony Jackett](#), who we have contacted directly, and beach patrols in Truro on the new 'live system', and the challenges of managing the beach.

As we don't know when, or where our tagged sharks will travel this summer, we are hoping to have a reasonably flexible permit that would enable us to film general views in Truro on the local beaches, if our tagged sharks swim past. Any filming of individuals would be with prior consent.

For more information please contact: Dr. Greg Skomal - [REDACTED]
[REDACTED]gregory.skomal@mass.gov

Dr Skomal reviews the script and final film.

Number of persons involved-

small documentary film crew of up to 4 persons including cameraman, director & production assistant and Dr. Greg Skomal.

Equipment to be used-

small, handheld FS7 camera, and tripod. No cables. Drone if permission is possible with our licensed drone operator

Parking Arrangements/ Food beverage-

Up to 2 cars, using carparks available. No Food/ Beverage requirements

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

Date (MM/DD/YYYY)
28th June 2019

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

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

PRODUCER Aon/Albert G. Ruben Co. of NY, Inc. 171 Madison Avenue, Suite 401 New York, NY 10016	Contact Name: John Galanis Phone: 212-463-5589	Laura Comerford 212-337-4354
	Insurer's Affording Coverage	
INSURED Big Wave Productions 156, St Pancras Chichester, UK PO19 7SH	INSURER A: Great Divide Insurance Company	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

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

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC	X		[REDACTED]	05/01/19	05/01/20	EACH OCCURRENCE	\$1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$1,000,000
							PERSONAL & ADV INJURY	\$1,000,000
							GENERAL AGGREGATE	\$2,000,000
							PRODUCTS - COMP/OP AGG	\$1,000,000
							MEDICAL EXPENSE	Excluded
A	AUTO LIABILITY ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY AUTO PHYS. DAM.	X		[REDACTED]	05/01/19	05/01/20	COMBINED SINGLE LIMIT (Ea accident)	\$1,000,000
							BODILY INJURY (Per person)	
							BODILY INJURY (Per accident)	
							PROPERTY DAMAGE (Per accident)	
							AUTO PHYSICAL DAMAGE	
A	<input checked="" type="checkbox"/> Umbrella Liab <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> Excess Liab <input type="checkbox"/> CLAIMS-MADE DEDUCTIBLE	X		[REDACTED]	05/01/19	05/01/20	EACH OCCURRENCE	\$5,000,000
							AGGREGATE	\$5,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						WC Statutory Limits	Other
							E.L. Each Accident	
							E.L. Disease - EA Employee	
							E.L. Disease - Policy Limit	

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Discovery Networks - Discovery Channel - Cape Cod White Sharks

Certificate Holder is Additional Insured (by "Blanket" Endorsement) under General/Auto Liability but only with regard to claims arising from the negligence of Named Insured and as required by written contract. Certificate Holder is Loss Payee with regard to Production Package. All coverage is subject to terms and conditions of policies of insurance. This Certificate does not amend, extend or alter the coverage afforded by the policies above.

CERTIFICATE HOLDER

The Town of Truro, MA

Cancellation

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

AUTHORIZED REPRESENTATIVE

Aon/Albert G. Ruben Insurance Services, Inc.



TOWN OF TRURO

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

FILMING FEES

Major Films	-	\$500.00 per day plus expenses per agreement
TV Filming	-	\$250.00 per day plus expenses per agreement
Still Photography -		\$50.00 per day plus expenses per agreement
Other (Misc.)	-	\$50.00-\$250.00 per day plus expenses per agreement "Other" to be evaluated



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

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

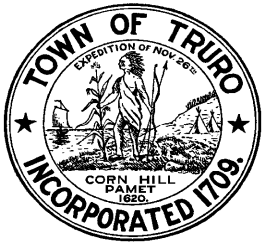
6. CONSENT AGENDA

A. Review/Approve and Authorize Signature:

1. *One Day Entertainment and Alcohol Licenses for Truro Center for the Arts at Castle Hill*

B. Review and Approve the Reappointments of Board/Committee/Commission Members: Dana Pazolt-Shellfish Advisory Committee; Peter Graham-Truro's Representative to the Provincetown Water and Sewer Board; Angela Gaimari-Truro Cultural Council

C. Review and Approve Select Board Minutes: Amended minutes from June 11, 2019; June 25, 2019



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: July 9, 2019

ITEM: Approval of One Day Entertainment and Once Day Alcohol Licenses for Truro Center for the Arts at Castle Hill at 3 Edgewood Way and 10 Meeting House Rd

EXPLANATION: MGL Chapter 140 § 181 and MGL 138 §14 provides local authority to license these events. The One Day Entertainment Application for review and approval are for July 20th and August 10, 2019 with live amplified music. The Alcohol license applications are for July 20th (Edgewood Bash) and August 10th (Live and Silent Auction). Both are for all alcohol and the applications have been reviewed by the Chief of Police.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Truro Center for the Arts will not be able to hold their events with entertainment or alcohol.

SUGGESTED ACTION: *MOTION TO approve the One Day Entertainment and One Day All Alcohol Licenses for Truro Center for the Arts for July 20th from 6-9pm at 3 Edgewood Way and August 10th from 5-8pm at 10 Meetinghouse Rd and Authorize the Chair to sign the applications.*

ATTACHMENTS:

1. One Day Entertainment Application approved by Chief of Police
2. One Day Alcohol Application approved by the Chief of Police



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Licensing Department

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

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

RCUB 2019 JUN 13 AM 3:55
ADMINISTRATIVE OFFICE
TOWN OF TRURO

Application for a One Day Pouring License MGL Chapter 138, Section 14 Special Licenses

The Local Licensing Authorities of TRURO pursuant to the provisions of Chapter 138 § 14 issuance of a **special one-day pouring license** as described herein.

BUSINESS/ORGANIZATION INFORMATION

Manisa Picaniello Truro Center for the Arts
Name of Applicant Business/Organization Name

P.O. BOX 756, TRURO, MA
Mailing Address of Business/Organization

Non-profit or For-profit Entity

Yes No
If yes, proof of Non-Profit Status **must** accompany this application

Manisa Picaniello 508-349-7511 manisa@cashnehill.org
Contact Person Phone Number Email

INDIVIDUAL APPLICANT INFORMATION

Individual's Name Mailing Address

Phone Number Email Address

EVENT INFORMATION

saturday, July 20, 2019 community event / fundraiser
Date(s) of Event for license to be issued Purpose of Event (example: fundraiser, etc.)

Hours of Alcoholic Beverages sales, service and/or Consumption (from - to) 6pm to 9 pm

Edgewood Farm, 3 Edgewood way, TRURO
Event Location (Must provide facility name, if any, street number and name)

TRURO CENTER FOR THE ARTS 508-349-7511
Property Owner Name and Address Phone number

150
Name of Caterer (if applicable) Approximate number of people attending

Is the event open to the general public Yes No

Will there be Entertainment Yes No If Yes, Type of Entertainment Live music
Will there be Police Detail Yes No

Purchase & Service

License is for the Sale of:

- All Alcohol Beverages (\$75.00)
- Wines Only (\$50.00)
- Wines & Malt beverages Only (\$50.00)
- Malt Beverages Only (\$50.00)

What is the source of the alcohol for the event (where is it being purchased*?) Luke's in Hyannis
*If Wine is being donated see ABCC - Charity Wine Fundraising Application at <http://www.mass.gov/abcc/special-perms.htm>

Who will be serving the Alcohol? emma-kate netsker, christine kelley,
TIPS CERTIFIED REQUIRED-SUBMIT COPY OF CERTIFICATION WITH APPLICATION
+ Marisa Picarello

Massachusetts Alcohol Beverage Control Commission (ABCC) has a 3-page list of "authorized sources" for the purchase of Alcohol used in conjunction with a temporary pouring license. The list includes alcohol wholesalers, farm brewers, manufacturers and direct shippers only. At this time, package stores and liquor stores are not considered "authorized sources" for use with a temporary pouring license.

Applicant's Signature

I certify under the pains and penalties of perjury that the above information is true and that I will comply with all applicable Alcohol Control Laws of the State of Massachusetts and policies and regulations of the Town of Truro.

Marisa Picarello 6/13/19
Signature Date

- Licenses are issued to persons who are at least 21 years of age.
- All Massachusetts Municipalities are required to send copies of temporary pouring licenses issued by the Town to the ABCC in Boston.
- Liquor Liability Insurance Certificate may be required and must list the Town of Truro as the "certificate holder" in the lower left corner of the certificate form.
- A copy of the required Fire Safety Inspection Certificate of the facility must be provided, if applicable.
- The Local Licensing Authority may impose restrictions and/or conditions.

Office Use Only

APPROVAL

Board of Selectmen _____ Meeting Date _____

Police Department _____ Date 6/21/2019

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



TOWN OF TRURO

Licensing Department

PO Box 2030, Truro, MA 02666

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

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

Application for an Entertainment License

Weekday Saturday Sunday

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

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

BUSINESS/ORGANIZATION INFORMATION

Marisa Picariello

Truro Center for the Arts at Castle Hill

Name of Applicant

Business/Organization Name

P.O. Box 756, Truro, MA, 02666

Mailing Address of Business/Organization

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

Yes

No

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

Marisa Picariello

508-349-7511

marisa@castlehill.org

Contact Person

Phone Number

Email

INDIVIDUAL APPLICANT INFORMATION

Individual's Name

Mailing Address

Phone Number

Email Address

EVENT INFORMATION

Saturday, July 20

Community Event / Fundraiser

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

Purpose of Event (example: fundraiser)

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

Edgewood Farm, 3 Edgewood Way, Truro

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

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

Truro Center for the Arts at Castle Hill

508-349-7511

Property Owner Name and Address

Phone number

Seating Capacity: _____

Occupancy Number: _____

Approximate number of people attending 150

Name of Caterer (if applicable)

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

Will an admission fee be collected? Yes No

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

Will there be Police Traffic Control? Yes No

ENTERTAINMENT INFORMATION

Type of Entertainment: Please check the appropriate boxes.

Dancing: By Patron By Entertainers No Dancing

Music: Recorded Juke Box Live No Music

Number of Musicians & Instruments (Type) Steve Morgan & the Kingfish

Amplified System: Yes No

Shows: Theater Movies Floor Show Light Show
 No Show

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

Applicant's Signature

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

Mario Pinaill Signature June 18, 2019 Date

- A valid entertainment license must be on the premises before the entertainment is commenced.
- No entertainment shall be offered, conducted, or otherwise provided by any establishment licensed under MGL Chapter 140 without first obtaining an entertainment license from the Board of Selectmen.
- Sunday entertainment must be specifically requested and addressed in the permitting process, under MGL 136.
- These regulations are intended to allow the Board of Selectmen to determine the appropriate parameters to limit impacts to the neighbors of the establishment and to the community by the establishment and the entertainment provided therein.
- A copy of the required Fire Safety Inspection Certificate of the facility must be provided, if applicable.
- The Local Licensing Authority may impose restrictions and/or conditions.

Office Use Only

Fee \$50.00

APPROVAL

License No 2019-006nt

Board of Selectmen _____ Meeting Date _____

Police Department [Signature] Date 6/21/2019

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



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Licensing Department

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

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

Application for a One Day Pouring License MGL Chapter 138, Section 14 Special Licenses

The Local Licensing Authorities of TRURO pursuant to the provisions of Chapter 138 § 14 issuance of a special one-day pouring license as described herein.

BUSINESS/ORGANIZATION INFORMATION

MARISA PICARIELLO
Name of Applicant

TRURO CENTER FOR THE ARTS
Business/Organization Name

Mailing Address of Business/Organization

Non-profit or For-profit Entity

Yes No

If yes, proof of Non-Profit Status must accompany this application

MARISA PICARIELLO
Contact Person

508-349-7511
Phone Number

marisa@castlehill.org
Email

INDIVIDUAL APPLICANT INFORMATION

Individual's Name

Mailing Address

Phone Number

Email Address

EVENT INFORMATION

Saturday, August 10, 2019
Date(s) of Event for License to be issued

FUNDRAISER
Purpose of Event (example: fundraiser, etc.)

Hours of Alcoholic Beverages sales, service and/or Consumption (from - to) 5-8 pm

10 Meetinghouse Road, TRURO
Event Location (Must provide facility name, if any, street number and name)

TRURO CENTER FOR THE ARTS
Property Owner Name and Address

508-349-7511
Phone number

Name of Caterer (if applicable)

150
Approximate number of people attending

Is the event open to the general public Yes No

Will there be Entertainment Yes No If Yes, Type of Entertainment Live music
Will there be Police Detail Yes No

Purchase & Service

License is for the Sale of:

- All Alcohol Beverages (\$75.00)
- Wines Only (\$50.00)
- Wines & Malt beverages Only (\$50.00)
- Malt Beverages Only (\$50.00)

What is the source of the alcohol for the event (where is it being purchased*?) Luke's in Hyannis
*If Wine is being donated see ABCC - Charity Wine Fundraising Application at <http://www.mass.gov/abcc/spec-lic-terms.htm>

Who will be serving the Alcohol? EMMA-KATO NETSKAR, CHRISTINE KELLEY
TIPS CERTIFIED REQUIRED - SUBMIT COPY OF CERTIFICATION WITH APPLICATION
MARISA PICARIELLO

Massachusetts Alcohol Beverage Control Commission (ABCC) has a 3-page list of "authorized sources" for the purchase of Alcohol used in conjunction with a temporary pouring license. The list includes alcohol wholesalers, farm brewers, manufacturers and direct shippers only. At this time, package stores and liquor stores are not considered "authorized sources" for use with a temporary pouring license.

Applicant's Signature

I certify under the pains and penalties of perjury that the above information is true and that I will comply with all applicable Alcohol Control Laws of the State of Massachusetts and policies and regulations of the Town of Truro.

Maia Puall Signature June 13, 2019 Date

- Licenses are issued to persons who are at least 21 years of age.
- All Massachusetts Municipalities are required to send copies of temporary pouring licenses issued by the Town to the ABCC in Boston.
- Liquor Liability Insurance Certificate may be required and must list the Town of Truro as the "certificate holder" in the lower left corner of the certificate form.
- A copy of the required Fire Safety Inspection Certificate of the facility must be provided, if applicable.
- The Local Licensing Authority may impose restrictions and/or conditions.

Office Use Only

APPROVAL

Board of Selectmen _____ Meeting Date _____

Police Department [Signature] Date 6/21/2019

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



TOWN OF TRURO

Licensing Department

PO Box 2030, Truro, MA 02666

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

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

RCVD 2019 JUN 13 PM 3:47
ADMINISTRATIVE OFFICE
TOWN OF TRURO

Application for an Entertainment License

Weekday Saturday Sunday

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

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

BUSINESS/ORGANIZATION INFORMATION

Marisa Picariello

Truro Center for the Arts at Castle Hill

Name of Applicant

Business/Organization Name

P.O. Box 756, Truro, MA, 02666

Mailing Address of Business/Organization

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

Yes

No

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

Marisa Picariello

508-349-7511

marisa@castlehill.org

Contact Person

Phone Number

Email

INDIVIDUAL APPLICANT INFORMATION

Individual's Name

Mailing Address

Phone Number

Email Address

EVENT INFORMATION

Saturday, August 10

Community Event / Fundraiser

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

Purpose of Event (example: fundraiser)

Hours of Event (from - to) 5 - 8 pm

10 Meetinghouse Road, Truro

Event is: Indoor Outdoor Event

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

(Please check applicable box)

Truro Center for the Arts at Castle Hill

508-349-7511

Property Owner Name and Address

Phone number

Seating Capacity: _____

Occupancy Number: _____

Approximate number of people attending 150

Name of Caterer (if applicable)

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

Will an admission fee be collected? Yes No

Will there be a One Day Alcohol License Yes No

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

Will there be Police Traffic Control? Yes No

ENTERTAINMENT INFORMATION

Type of Entertainment: Please check the appropriate boxes.

Dancing: By Patron By Entertainers No Dancing

Music: Recorded Juke Box Live No Music

Number of Musicians & Instruments (Type) 2 or 3 Acoustic musicians

Amplified System: Yes No

Shows: Theater Movies Floor Show Light Show

No Show

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

Applicant's Signature

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

Marcus P. Miller
Signature

June 13, 2019
Date

- A valid entertainment license must be on the premises before the entertainment is commenced.
- No entertainment shall be offered, conducted, or otherwise provided by any establishment licensed under MGL Chapter 140 without first obtaining an entertainment license from the Board of Selectmen.
- Sunday entertainment must be specifically requested and addressed in the permitting process, under MGL 136.
- These regulations are intended to allow the Board of Selectmen to determine the appropriate parameters to limit impacts to the neighbors of the establishment and to the community by the establishment and the entertainment provided therein.
- A copy of the required Fire Safety Inspection Certificate of the facility must be provided, if applicable.
- The Local Licensing Authority may impose restrictions and/or conditions.

Office Use Only

Fee \$50.00

APPROVAL

License No 2019-0962

Board of Selectmen _____ Meeting Date _____

Police Department [Signature] Date 6/21/2019

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

Congratulations!

You have successfully completed the ServSafe® Training and Certificate Program. This is your official ServSafe Alcohol Certificate Card and provides confirmation that you have studied, and are knowledgeable about, how to serve alcohol responsibly.

Thank you for participating in the ServSafe Alcohol program. Responsible alcohol service begins with the choices you make, and ServSafe Alcohol training will help you make the right decision when the moment arises.

By completing the ServSafe Alcohol program, you show your dedication to safe and responsible alcohol service. The ServSafe Alcohol program and the National Restaurant Association are dedicated to helping you continue to raise the bar on alcohol safety.

To learn more about our full suite of responsible alcohol service training products, contact your State Restaurant Association, your distributor or visit us at ServSafe.com.

We value your dedication to responsible alcohol service and applaud you for making the commitment to keep your operation, your customers and your community safe.

Sincerely,



Sherman Brown

Executive Vice President, National Restaurant Association Solutions


National Restaurant Association
ServSafe Alcohol® CERTIFICATE

ID # 15876177
CARD # 16624731



EMMA METSKER

NAME

6/28/2018

DATE OF EXAMINATION

Card expires three years from the date of examination. Local laws apply.

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Executive Vice President, National Restaurant Association Solutions

Sherman Brown



This certificate confirms completion of the ServSafe Alcohol® responsible alcohol service program.

NOTE: You can access your score and certification information anytime at ServSafe.com.

If you have any questions regarding your certification please contact the National Restaurant Association Service Center at ServiceCenter@restaurant.org or 800.765.2122, ext. 6703.

In Alaska you must laminate your card for it to be valid.

NATIONAL
RESTAURANT
ASSOCIATION

233 South Wacker Drive
Suite 3600
Chicago, IL 60606-6383
1.800.SERVSAFE
312.713.1010 In the Chicago area
ServSafe.com

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17110801 v.1711





eTIPS Off Premise 2.0 SSN: XXX-XX-XXXX

Issued: 4/7/2016

Expires: 4/7/2019

ID#: 4224929

D.O.B.: XX/XX/XXXX

**Christine A Kelley
Main Street Wine & Gourmet
42 Main St
Orleans, MA 02653-2441**

For service visit us online at www.gettips.com

Congratulations!

You have successfully completed the ServSafe® Training and Certificate Program. This is your official ServSafe Alcohol Certificate Card and provides confirmation that you have studied, and are knowledgeable about, how to serve alcohol responsibly.

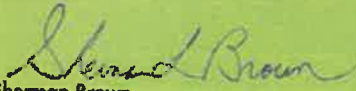
Thank you for participating in the ServSafe Alcohol program. Responsible alcohol service begins with the choices you make, and ServSafe Alcohol training will help you make the right decision when the moment arises.

By completing the ServSafe Alcohol program, you show your dedication to safe and responsible alcohol service. The ServSafe Alcohol program and the National Restaurant Association are dedicated to helping you continue to raise the bar on alcohol safety.

To learn more about our full suite of responsible alcohol service training products, contact your State Restaurant Association, your distributor or visit us at ServSafe.com.

We value your dedication to responsible alcohol service and applaud you for making the commitment to keep your operation, your customers and your community safe.

Sincerely,



Sherman Brown

Executive Vice President, National Restaurant Association Solutions



ID # 10462821
CARD # 17183180

ServSafe Alcohol® CERTIFICATE

MARISA PICARIELLO



NAME

11/27/2018

DATE OF EXAMINATION

Card expires three years from the date of examination. Local laws apply.

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Sherman Brown
Executive Vice President, National Restaurant Association Solutions



This certificate confirms completion of the ServSafe Alcohol® responsible alcohol service program.

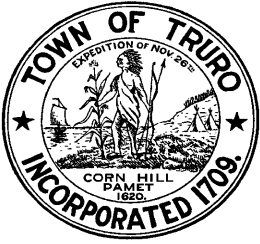
In Alaska you must laminate your card for it to be valid.



233 South Wacker Drive
Suite 3600
Chicago, IL 60606-6383
1.800.SERVSAFE
312.715.1010 in the Chicago area
ServSafe.com

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TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: July 9, 2019

ITEM: Reappointments of Board, Committee, Commission Members

EXPLANATION: Dana Pazolt, current member on the Shellfish Advisory Committee, has submitted an application to be re-appointed to the Shellfish Advisory Committee for a one-year alternate term. All forms/paperwork are up-to-date.

Peter Graham, current member as Truro's Representative to the Provincetown's Water and Sewer Board, has submitted an application to be re-appointed as Truro's Representative on Provincetown's Water and Sewer Board for a three-year term. All forms/paperwork are up-to-date.

Angela Gaimari, current member on Truro's Cultural Council, has submitted an application to be re-appointed to the Truro Cultural Council for a three-year term. All forms/paperwork are up-to-date.

FINANCIAL SOURCE (IF APPLICABLE): N/A

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

SUGGESTED ACTION:

MOTION TO appoint Dana Pazolt to the Truro Shellfish Advisory Committee for a one-year

term, expiring on June 30, 2020.

Motion to appoint Peter Graham as Truro's Representative on the Provincetown Water and Sewer Board for a three-year term expiring on June 30, 2022.

Motion to appoint Angela Gaimari to the Truro Cultural Council for a three-year term expiring on June 30, 2022.

ATTACHMENTS:

1. Reappointment Board/Committee/Commission Membership Checklist
2. Application to Serve-Dana Pazolt
3. Application to Serve-Peter Graham
4. Application to Serve-Angela Gaimari

TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Office of the Board of Selectmen

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



Committees/Commissions/Board Members Seeking Reappointment

Committee/Commission/Board Name: Dana Pazolt

Committee/Commission/Board Member Name: Shellfish Advisory Committee

Length of term: **1 Year Term**

Chair's endorsement of reappointment

Standards of Professional Conduct signed

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

Signed Acknowledgment/Summary of Conflict of Interest Law

Sexual Harassment Board of Selectmen Policy #19

Committee/Commission/Board Name: Truro's Representative to the Provincetown Water and Sewer Board

Committee/Commission/Board Member Name: Peter Graham

Length of term: **3 Year Term**

Chair's endorsement of reappointment

Standards of Professional Conduct signed

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

Signed Acknowledgment/Summary of Conflict of Interest Law

Sexual Harassment Board of Selectmen Policy #19

Committee/Commission/Board Name: Truro Cultural Council

Committee/Commission/Board Member Name: Angela Gaimari

Length of term: **3 Year Term**

Chair's endorsement of reappointment

Standards of Professional Conduct signed

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

Signed Acknowledgment/Summary of Conflict of Interest Law

Sexual Harassment Board of Selectmen Policy #19

Committee/Commission/Board Name:

Committee/Commission/Board Member Name:

Length of term: **3 Year Term**

Chair's endorsement of reappointment

Standards of Professional Conduct signed

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

Signed Acknowledgment/Summary of Conflict of Interest Law

Sexual Harassment Board of Selectmen Policy #19

Committee/Commission/Board Name:

Committee/Commission/Board Member Name:

Length of term: **3 Year Term**

Chair's endorsement of reappointment n/a

Standards of Professional Conduct signed

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

Signed Acknowledgment/Summary of Conflict of Interest Law

Sexual Harassment Board of Selectmen Policy #19

Truro Government Access Cable Television (Chairs) Policy #47

Committee/Commission/Board Name:

Committee/Commission/Board Member Name:

Length of term: **3 Year Term**

Chair's endorsement of reappointment n/a

Standards of Professional Conduct signed

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

Signed Acknowledgment/Summary of Conflict of Interest Law

Sexual Harassment Board of Selectmen Policy #19

Truro Government Access Cable Television (Chairs) Policy #47

Committee/Commission/Board Name:

Committee/Commission/Board Member Name:

Length of term: **3 Year Term**

Chair's endorsement of reappointment

Standards of Professional Conduct signed

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



TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

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

APPLICATION TO SERVE ON AN APPOINTED MULTI-MEMBER BODY

NAME: DANA PARO HOME TELEPHONE: _____

ADDRESS: Box 126 No. Truro MA WORK PHONE: _____

MAILING ADDRESS: _____ E-MAIL: _____

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

shellfish committee

SPECIAL QUALIFICATIONS OR INTEREST: _____

COMMENTS: _____

SIGNATURE: Dana Paro DATE: June 20, 2019

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

SIGNATURE: Dana Paro DATE: June 20, 2019

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

From: [Scott Lindell](#)
To: [Nicole Tudor](#)
Subject: Re: Shellfish Advisory Committee Appointment (Renewal Dana Pazolt)
Date: Monday, July 1, 2019 11:09:45 AM
Attachments:

Hi Nicole,

Sorry for the slow response.

I would like to see Dana Pazolt continue to serve on the Shellfish Advisory Committee. His experience as a fisherman and as the "oldest" shellfish farm in Truro is extremely useful to the Committee.

Scott

On 6/26/19 4:02 PM, Nicole Tudor wrote:

Hi Scott, did you receive my email below?

Thank you so much!

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



RCVD 2019 JUN 11 AM 10:52

ADMINISTRATIVE OFFICE

TOWN OF TRURO



TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

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

APPLICATION TO SERVE ON AN APPOINTED MULTI-MEMBER BODY

NAME: PETER GRAHAM HOME TELEPHONE: [REDACTED]

ADDRESS: 1 CHICKANSEE LN WORK PHONE: _____

MAILING ADDRESS: P.O. Box 856 E-MAIL: 02652

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

SPECIAL QUALIFICATIONS OR INTEREST: ON OTHER BOARDS

DISABILITY
WATER & SEWER

COMMENTS: _____

SIGNATURE: Peter Graham DATE: 6/11/19

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

SIGNATURE: _____ DATE: _____

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



TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

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

APPLICATION TO SERVE ON AN APPOINTED MULTI-MEMBER BODY

NAME: Angela Gamari HOME TELEPHONE: [REDACTED]

ADDRESS: 3 Quail Run WORK PHONE: [REDACTED]

MAILING ADDRESS: PO Box 109 [REDACTED]

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

SPECIAL QUALIFICATIONS OR INTEREST: _____

RCVD 2019 JUN 26 pm1214

COMMENTS: _____ ADMINISTRATIVE OFFICE: _____
TOWN OF TRURO

SIGNATURE: [Signature] DATE: Jun 26, 2019

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

ANGELA, IS HIGHLY RECOMMENDED TO CONTINUE SERVING ON THE TRURO CULTURAL COUNCIL

SIGNATURE: [Signature] DATE: 6/26/2019

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

AMENDED
Truro Select Board Meeting
Wednesday, June 11, 2019
Truro Town Hall Selectmen's Chambers

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

Present: Town Manager Rae Ann Palmer; Assistant Town Manager Kelly Sullivan-Clark; Cape Cod National Seashore Superintendent Brian Carlstrom

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

PUBLIC COMMENT

Naomi Rorro expressed concerns about the COA Director's unexplained absence and offered her support for the director.

Anne Ditacchio distributed her statement which she then read into the record on her perception of regulatory boards' (ZBA and Board of Health) failure to prevent development of an undersized lot on Beach Point.

Stephanie Rein requested that the required host community agreement between High Dune Craft Cooperative Growers and the Town be included as an agenda item on the next Select Board meeting.

Chair Janet Worthington read into record Joanne Barkin's letter discussing the Select Board meeting of April 23, 2019 and a letter to the editor that followed that meeting.

Chair Worthington also read Laurie Frottier's letter of thanks for the forgiveness the Select Board granted from her CDP loan for the affordable house on Gross Hill Road, Wellfleet.

TABLED ITEMS

Police Department's Rules & Regulations

Chief of Police Jamie Calise presented the updated Police Department's *Rules and Regulations*. The April 2019 version includes new job descriptions and other general updates. Changes include: the addition of a Deputy Chief and Master Patrolman positions; modifications to the Lieutenant position to reflect new agency command structure; removal of the dispatcher responsibility of processing prisoners, a practice that was abandoned for safety and liability reasons years ago; addition of a Malicious Gossip rule; and minor modifications and consolidation of language.

Robert Weinstein thanked Chief Calise for including his suggestions, but he had two others. He asked for rewording in the Law Enforcement Code of Ethics section that reflects our secular

society and does not use the word “God.” Chief Calise said it was boiler plate language from 1957, and he would not object to the change. Select Board members discussed making the change. Mr. Weinstein said it was not inappropriate for the Board to request it.

Chair Janet Worthington was opposed to this change and felt it should come from the Police rather than the Select Board

Kristen Reed moved to amend page 10 of the Police Department *Rules and Regulations* by removing the reference, “before God.” Robert Weinstein seconded. The motion carried 3-2.

Robert Weinstein’s second suggestion was to change the strictly male pronouns referencing the Chief of Police in Rule 15.1 on page 44. He asked that language be used to indicate both genders: “Except where the context otherwise requires, wherever words are used in only one gender, they shall be construed to include the other gender.” Chief said that could be applied to the entire document. Ms. Palmer said that single gender references could be remedied by references to *Chief* and use of *he/she* or *they*.

Maureen Burgess moved to approve the amended version of the April 2019 Truro Police Department *Rules and Regulations* Manual as referenced by Mr. Weinstein and as described by the Town Manager. Janet Worthington seconded, and the motion carried 5-0.

SELECT BOARD ACTION

Discussion on Sharks

Assistant Town Manager Kelly Clark, Beach Director Damion Clements, Town Manager Rae Ann Palmer and Brian Carlstrom, Superintendent of the Cape Cod National Seashore, participated in the presentation on sharks. Using PowerPoint slides, Kelly Clark and Damion Clements, related the history of the Shark Working Group’s initiatives that have been taken since the shark encounters in Truro and fatality in Wellfleet and the efforts to ensure greater shark awareness. Ms. Palmer discussed cooperative efforts with the other towns and the Seashore and Truro-specific preparedness with better communications systems, emergency kits and rolling stretchers for the beaches. Superintendent Carlstrom displayed similar slides and discussed jurisdictional and safety issues at the beaches. The task force continues to get information out to the towns and beach goers, he said. He stressed that humans are the ones who need to change their habits in the water. He compared the shark situation to wild animal interactions with people in other national parks. Both slideshows will be put on the Town website, Ms. Palmer said. The Woods Hole Group’s study is expected to be ready in fall. Superintendent Carlson is collecting more information on technology designed for detecting sharks.

Request for Temporary Borrowing Note

Town Treasurer Cynthia Slade explained the Municipal Purpose Loan, consisting of a fire tender at \$350,000; the East Harbor Culvert Repair Project at \$1,931,000; and the Walsh Property Land Acquisition at \$4,700,000 for a total loan amount of \$6,981,000. The Town’s financial advisors have handled the sale, which took place on Thursday, June 6, 2019, and they worked to get the

Town the best possible rate of 1.5960% for one year with a \$62,759.19 premium from TD Securities.

Maureen Burgess moved to approve the sale of the Municipal Purpose Note for \$6,981,000 for the period of June 21, 2019 to June 19, 2020 at the rate of 1.5960%. Robert Weinstein seconded, and the motion carried 5-0.

OPEB Trustees

Town Accountant Trudi Brazil explained the need for a Select Board member on the Other Post Employment Benefits (OPEB) Board of Trustees, along with the Town Manager, who is to serve as an *ex officio* member, and Finance Committee Chair Robert Panessiti. The Town Manager would provide up to a year of time for the Board to solicit interested parties and conduct interviews without delaying the activity of a full Board of Trustees. The Chair of the Finance Committee Robert Panessiti, who was instrumental in assisting with the evaluation and selection of Rockland Trust as the trust investment management company and whose extensive knowledge and experience in finance and investments would prove invaluable to the Board of Trustees. Susan Areson expressed interest in serving as the Select Board member on the OPEB Trust.

Maureen Burgess moved to approve the appointment of Select Board member Susan Areson, Town Manager Rae Ann Palmer and Truro Finance Committee Chair Robert M. Panessiti to the Board of Trustees of Truro's OPEB Trust. Robert Weinstein seconded. The motion carried 5-0.

Draft Fiscal Year 20202 Goals and Objectives

Town Manager Rae Ann Palmer presented the draft Fiscal Year 20 *Goals and Objectives* for the Select Board. They are intended to provide guidance and direction to the Town Manager, the Police and Fire Chiefs, and all those on the Town's multi-member bodies. The five categories covered are: Town services, fiscal management, public safety, community sustainability, and community engagement and governance. There will be a public hearing on the Goals and Objectives, but Ms. Palmer presented the draft as a starting point. She recommended continuing to focus on the current goals and objectives without adding many new ones. Ms. Palmer reviewed the items in each of the categories to determine what might be eliminated, kept or developed further. There was discussion on: regionalization ideas; a policy on changes to Town-property; the Budget process, including an early start; doing a services analysis; major projects in the Community Sustainability section; the Municipal Vulnerability Project; a range of housing options besides Affordable with input from Housing Authority Chair Kevin Grunwald; climate change as an additional consideration in Community Sustainability; exploring the development of a cultural district, a suggestion by Kristen Reed; studying boards/committees/commissions; Cape Cod Commission help for the next Local Comprehensive Plan; a new staff recognition event suggested by Ms. Palmer; and a handbook for appointed committees and the Select Board.

Items eliminated since they had been accomplished were TS-1 and 3 in Town Services; FM-2 in Fiscal Management; CS-3, 5, 6 and 7 in Community Sustainability; and CEG-4 in Community Engagement and Governance. An addition to Community Engagement will be exploration of a Cultural District for Truro. Ms. Palmer asked that Select Board members e-mail her any

additional goals and objectives. The public hearing will be held on June 25, 2019 for evaluation of the FY19 Goals and presentation of the FY20 list.

CONSENT AGENDA

- A. Review/Approve and Authorize Signature: Application for an Entertainment License: Truro Concert Committee
- B. Review and Approve Staff Reappointments: Chief Jamie Calise – Keeper of the Lock-up; Susan Joseph – Registrar of Voters
- C. Review and Approve Select Board Minutes: May 15, 2019, May 28, 2019 and May 29, 2019

Robert Weinstein moved to approve the Consent Agenda as printed. Maureen Burgess seconded, and the motion carried 5-0.

SELECT BOARD REPORTS/COMMENTS

Robert Weinstein had met with the Cloverleaf Oversight Committee meeting, where an engineered drawing of the site, a reconfiguration that added more units to the large building, grading, and energy efficient measures were discussed. The Committee needs another Select Board member, he said. Mr. Weinstein announced an upcoming meeting of the Cape Cod Select Boards. Maureen Burgess said she was able to answer questions on the emergency kits at a recent Conservation Commission meeting. Susan Areson praised the improvements to Town website. Kristen Reed had attended two meetings: a Regional Economic Development Engagement listening session with Lieutenant Governor Karen Polito and the Secretary of Housing and Economic Development Mike Kennealy where economics, green and blue economies, tourism, Broadband, dredging and uses for the former Air Force Base in Truro were discussed; and a MSA leadership conference by the Mass Municipal Association on shared services and regionalization. She met Eastham Select Board Chair Aimee Eckman, who said she would be interested in meeting with Truro's Select Board. Chair Janet Worthington said that she, Rae Ann Palmer and Maureen Burgess had attended opening day of the Farmer's Market. She thanked the Part-time Residents Advisory Committee for their good effort even though that group did not develop as hoped. Ms. Worthington has been invited to the Truro Part-Time Residents Association to speak on the Walsh Property and is optimistic about good relations with the TPRTA. She had received a comment to relay to Robert Weinstein, MPO representative, concerning bike and pedestrian ways to the highway at the Cloverleaf property.

TOWN MANAGER REPORT

Town Manager Rae Ann Palmer reported on this busy time of preparation for the summer season and closing out the fiscal year. She said the community forum on the Walsh Property "Wishes and Worries," a facilitated event with snacks will be held June 27, 2019 at 6 p.m. at the Community Center. She had attended a Cape Cod Commission meeting on rural policy with useful information on regionalization, hiring and keeping people, and conversations of municipal finance. She has advertised for two DPW positions and a Town Planner. The Cape Cod Commission may offer help with a Planner.

NEXT MEETING

Town Manager Rae Ann Palmer reviewed agenda items for the next Select Board meeting: a public hearing on goals & objectives, the one-day entertainment license, a curb cut, advertising for boards and committee openings, and a liaison to the Recycling Committee.

ADJOURNMENT

Robert Weinstein moved to adjourn. Kristen Reed seconded, and the motion carried 5-0. The meeting was adjourned at 7:23 p.m.

Respectfully submitted,

Mary Rogers, Secretary

Janet Worthington, Chair

Maureen Burgess, Vice-chair

Susan Areson

Kristen Reed, Clerk

Robert Weinstein

Public Records Material of 6/11/19

1. Anne Ditacchio's statement regarding development of undersized Beach Point lot
2. Police Department *Rules and Regulations*
3. PowerPoint slides on sharks
4. Municipal Purpose Note

5. Draft Fiscal Year 20 *Goals and Objectives*
6. Application for an Entertainment License by the Truro Concert Committee
7. Staff Reappointment papers for Chief Jamie Calise and Susan Joseph

DRAFT

**Truro Select Board Meeting
Tuesday, June 25, 2019
Truro Town Hall Selectmen's Chambers**

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

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

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

PUBLIC COMMENT

Five members of the public came forward with comments. Martha Hevenor of the Cape Cod Commission invited the Select Board to the 6th Annual One Cape Summit on June 29-30, 2019. Brian Dunne commented negatively on corporate plastic-bottled water in use at the COA and other municipal buildings with a suggestion that Truro take an initiative to restrict or ban the practice and use Truro water instead. Peter Staaterman, representing the High Dune Craft Cooperative, introduced Craig Milan, the new member who replaces Tim McCarthy. Butch Joseph said he was dismayed by the lawsuits surrounding the Kline property (27 Stephen's Way) and suggested that the Town counter sue. Eric Parker spoke against the proposed Charter change, appearing on the agenda as an addition to the Select Board *Goals & Objectives*, that would make Planning Board members appointed, rather than elected.

Janet Worthington read into record two letters, one from Daniel Holt and one from Joanne Barkan and Jon Friedman, in opposition to a possible Charter change that would make the Planning Board an appointed body.

PUBLIC HEARING - *Select Board Goals & Objectives*

Chair Janet Worthington opened the public hearing at 5:14 p.m.

Town Moderator Monica Kraft introduced a section by section review of the Fiscal Year 2019 Select Board *Goals and Objectives*. Rae Ann Palmer explained how the goals and objectives were met in each category.

Town Services (TS)

TS1 – Shared Services with neighboring towns

Ms. Palmer regularly meets with the Outer Cape towns. They went together to the state and received money for shark awareness. The Health/Conservation Agents are working to develop a Coastal Resiliency Plan for the bayside and to plan a joint Health Department.

TS2 – Policy addressing uses and modifications to Town-owned property

This policy has not yet been created, but it remains as a goal.

TS3 – Concerns of elder citizens including transportation, loneliness and housing
A report on services for the elderly is expected soon in the new fiscal year, Ms. Palmer said.

Fiscal Management (FM)

FM1 – More awareness for Budget Process

There have been changes in the process of preparing the Budget, and the Town is now using ClearGov, an app for better presentation of the Budget in real time.

FM2 – Home Rule Petition

The Home Rule Petition was passed at Town Meeting. It goes to the state legislature next.

Public Safety (PS)

PS1 – General Noise Bylaw

There has been some review of the existing bylaw. Maureen Burgess is working on this goal.

PS2 – Planning and preparedness for natural disasters

Neighborhood storm teams have been created to help manage emergency situations.

Community Sustainability (CS)

Community Sustainability is broken down further into Environmental, Housing, and Economic Development issues.

CS1 (Environmental) – Projects underway include the Pamet River Tidal Flow Restoration & Watershed Study; East Harbor Culvert Replacement; Mill Pond and Eagle Creek Repairs & Improvement; Little Pamet Watershed Study & Culvert Repair; and Coastal Management of the Bay Shoreline. Ms. Palmer gave updates for each of these environmental projects.

CS2 (Housing) – Work with Truro Housing Authority

There was a meeting held May 7, 2019 to discuss the Cloverleaf Property.

CS3 (Housing) – Home Rule Petition

An expansion passed at 2019 Annual Town Meeting.

CS4 (Housing) – Explore ways to increase use of Accessory Dwelling Unit ADU bylaw
Planning Board has been preparing an amended bylaw for next year's Town Meeting.

CS5 (Housing) – Augment the Truro Affordable Housing Trust Fund

There will be more meetings on money for the Trust Fund once the amount of revenue generated by the short-term rental tax and a real estate transfer fee have been determined.

CS6 (Economic Development) – Develop timetable for Comcast contract negotiations.

Comcast negotiations are underway with the other Outer Cape towns.

CS7 (Economic Development) – Support for small businesses

The Select Board is working with the Chamber of Commerce on ways to promote small businesses.

Community Engagement and Governance (CEG)

CEG1 – Better Communications with Visitors and Residents

The Alert Truro notification system and better website organization have been implemented.

CEG2 – Review of Boards, Committees and Commissions

Town boards have been studied for relevance, revisions to charges, consolidations where possible and appropriate, and incentives for more volunteers to serve.

CEG3 – Local Comprehensive Plan

The Committee was put on hold until the Cape Cod Commission provides guidance for the next Local Comprehensive Plan.

CEG4 – Recognition Event for Volunteers & Staff

Recognition events have happened and will continue to happen.

CEG5 – Informational Manuals

The Select Board is working on its informational manual, Ms. Palmer said.

Draft FY 2020 Goals & Objectives

Monica Kraft called for discussion of the FY19 goals. Hearing none, she asked that the Select Board proceed with the presentation of the draft FY20 *Goals & Objectives* and four additional objectives that had been requested by Select Board members.

Town Services**TS1 – Policy addressing uses and modifications to Town-owned property**

Maureen Burgess explained the charge to the Select Board to protect Town-owned property. Rae Ann Palmer said any modification to a park or building should first be brought before the Select Board. Maureen Burgess and Susan Areson will be working on the policy.

Fiscal Management**FM1 – Begin Budget work in September and initiate review in October**

There were no questions on this goal.

Public Safety**PS1 – General Noise Bylaw review and revision**

The Select Board and Town Manger will work on this. Maureen Burgess said she and Police Chief Calise have begun drafting a better bylaw.

PS2 – Develop neighborhood storm teams for natural disasters

Janet Worthington, Kelly Clark and Rae Ann Palmer have been working on this. They are looking for captains for the neighborhood teams.

Community Sustainability**CS1 (Environmental) – Continue efforts on:**

- a. Pamet River Tidal Flow Restoration & Watershed Study – the Board will review the Army Corps culvert replacement recommendations determine a course of action; initiate engineering and cost estimating; and prepare an Article for the 2020 Annual Town Meeting Warrant.
- b. East Harbor Culvert Replacement – The second phase of culvert replacement between Shore Road and Route 6 is to be completed in fall/winter 2019.
- c. Mill Pond and Eagle Creek Repairs & Improvement – The final design necessary for repairs/replacement is to be completed by the end of July 2019; construction is scheduled for fall /winter 2019.
- d. Little Pamet River Study & Culvert Repair – Culvert replacement recommendations and the construction estimate are to be completed in the first quarter; funding sources are to be identified, and, if required, an Article will be prepared for Annual Town Meeting 2020.
- e. Coastal Management – Pending grant approval from the Office of Coastal Zone Management, in partnership with the Center for Coastal Studies and the Towns of

Provincetown, Eastham and Wellfleet, a process will be initiated to develop a comprehensive intermunicipal shorefront management plan to improve coastal resiliency for the bay shoreline. Susan Areson suggested revised wording for this goal.

CS2 (Environmental) – Climate Action Committee

This was requested at Town Meeting. The goals will be to appoint a Climate Action Committee.

CS3 (Housing) – Diverse Housing Stock

The Board will work with Truro Housing Authority on initiatives to create diverse housing stock. Jay Coburn, Chief Executive Officer of the Community Development Partnership (CDP), commented on the lack of state or federal funding available for affordable home ownership. Currently, only Cape Cod Habitat for Humanity is helping, he said.

CS4 (Housing) – Increase Use of ADU Bylaw

The Select Board will work with the Planning Board and ZBA on ways to increase use of the Accessory Dwelling Unit (ADU) zoning bylaws. Regan McCarthy commented on current ADU bylaw's flaws as she perceives them and indicated the bylaw should be strengthened to improve it. Jay Coburn said that with the Cloverleaf project underway, Truro might consider creating an Affordable Housing Trust and explore sources of funding for it such as an expanded room occupancy tax, use of more free cash, or an initiative to give 1 % of the Town's Annual Budget to the Trust. He said this would allow for a broader range of community housing needs.

CS5 (Economic Development) – Cultural District

The Select Board will engage with the Truro business community to explore a process for establishing a designated cultural district in Truro. Kristen Reed said she had spoken to the Chamber of Commerce, who expressed enthusiasm for the project. The Mass Cultural Council has a pause in funding, Janet Worthington said, but Senator Cyr has encouraged Truro to continue an effort to designate a cultural district.

Community Engagement & Governance

CEG1 – Better Communications

Select Board and staff will continue to review and modify the Town website.

CEG2 – Boards, Committees and Commission

Robert Weinstein thanked Maureen Burgess for her work on this goal. She explained the idea of combining boards but said there had been negative feedback despite the many vacancies. The goal of combining boards will be abandoned. Assessment of the relevance of each body to the current and future work of the Town and revisions to board charges will continue.

CEG3 – Local Comprehensive Plan

The Select Board and staff will conduct outreach, organization and information gathering that engages citizens in development of a new Local Comprehensive Plan for Truro

CEG4 – Informational Manuals

The Select Board will create manuals to help those who serve on Town boards/committees/commissions be more effective and comply with local, state and federal regulations. Maureen Burgess said the current manual from the MMA is adequate for the Select Board. She said Kristen Reed had provided a sample manual that would need tweaking if Truro wished to develop its own handbook. Maureen Burgess and Kristen Reed will work on creating the manual.

Other Suggested Goals & Objectives

The first suggestions that did not appear in the draft FY20 *Goals & Objectives* was for a Charter change to make Planning Board appointed, rather than elected. Robert Weinstein said he had made the suggestion because he wished to open a public discussion, not necessarily initiate a Charter change. He said Truro was in a minority of Cape towns that have an elected Planning Board. This could lead to a Planning Board that goes in a diverse direction, he said. Bob Panessiti spoke about what a Charter change entails. Bill Golden spoke in favor of elected boards. Jay Coburn agreed with the importance of direct elections, but he said in reality Planning Board members have been getting on the ballot with twenty signatures and running unopposed. Ann Greenbaum, the most recent member of the Planning Board, pointed out that the two newest members of the Select Board had run unopposed. She said she considered an elected Planning Board a balancing factor in Town government. She said the real challenge was getting more people willing to serve on Town boards. Kristen Reed clarified that there had been a Select Board race in 2018. Bill Golden restated his support for electing Planning Board members. Steve Sollog, Chair of the Planning Board, read into record a letter in opposition to changing Planning Board to an appointed body. Regan McCarthy returned to say that contentious issues in Truro almost always concern property. Keeping the Planning Board as an independent, elected board keeps a multiplicity of voices heard, she said. Susan Howe agreed with those who wished to keep the Planning Board as an elected board. Brian Dunne said he has been an appointed member to the Cape Cod Regional High School Committee for thirty years but would not have been if he had to run for office every time. Eric Parker commented on the number of signatures needed for elections or petitioned articles for Town Meeting. Robert Weinstein said he was glad that he had suggested this additional goal, which had generated the most discussion, and he thanked all the speakers for their opinions. Janet Worthington expressed her opposition to a change in an elected Planning Board. Susan Areson said that the Select Board should fix problems with the Planning Board by working collaboratively with them. Maureen Burgess commended the Planning Board for their expertise and work in their regulatory capacity.

Kristen Reed said she had made the other three suggestions for Housing goals. Jay Coburn had already explained the importance of the Housing crisis on the Cape, she said. Her first suggestion was to update the Affordable Housing Trust and appoint trustees. Maureen Burgess said there is an Affordable Housing Trust Fund, not a Trust. The suggested goal would create a Trust with independent trustees. Jay Coburn said there is flexibility in the membership of an Affordable Housing Trust. He sees the goal as exploring the possibility of creating an Affordable Housing Trust. The current Affordable Trust Fund has the Select Board as its trustees. Janet Worthington said she favors the current involvement of Select Board members. Jay Coburn said he had language that was different from what Kristen Reed had submitted. He suggests creating an Affordable Housing Trust. Kristen Reed submitted a model Municipal Affordable Housing Trust form for the Select Board to examine.

A second proposal from Ms. Reed was to explore a Proposition 2.5% override to contribute 1 % of the Annual Budget to the Housing Trust. Susan Areson said she is not in favor of overrides in the Town budget. Bob Panessiti discussed how the housing component factors into the Town

budget and discussed the length of time the budget process takes. Debra Best-Parker commented on the effect increased property taxes have on those struggling to live in Truro.

The last suggested goal was to consider offering property tax rebates on units rented at 80% of area median income (AMI) or less. Maureen Burgess said she did not favor adding this as a goal until we see how the Cloverleaf property and further development of ADU bylaws help. Offering a tax exemption to those who rent their property all year could be a burden on Part-time residents. Regan McCarthy asked how the three Housing goals, if they were to go forward, would be followed-up and tracked. Jay Coburn said they would ultimately be Town Meeting decisions.

Janet Worthington closed the public hearing at 6:45 p.m.

BOARD/COMMITTEE/COMMISSION APPOINTMENTS

Board of Health

There were three applicants interviewed for a position on the Board of Health.

Timothy Rose said he would like to continue serving on the Board of Health. His knowledge of septic systems is a strength. Robert Weinstein, liaison to the Board of Health, said Mr. Rose brings historic perspective to the Board.

Debra Best-Parker explained her background as a hospital pharmacist and her interest in public health.

Clinton Kershaw said his interest had been stirred by regulations for health and conservation commission and by water issues. He has a background as a septic installer and designer. He said he is interested in supporting Truro's aging population.

Janet Worthington expressed her thanks to the new candidates but said she gives her support to Timothy Rose. Robert Weinstein concurred. He offered comments of support from Traci Rose, Chair of the Board of Health. Kristen Reed reviewed the experience that all three candidates would offer. Susan Areson said she supported Timothy Rose but hoped that Ms. Best-Parker and Mr. Kershaw would continue their interest in serving on a Town board.

Robert Weinstein moved to appoint Timothy Rose to the Board of Health for a three-year term, ending June 30, 2022. Maureen Burgess seconded, and the motion carried 5-0.

Zoning Board of Appeals

Heidi Merlini, applicant for ZBA alternate member, explained her interest in joining the Zoning Board of Appeals at an exciting time with the Cloverleaf project and Walsh property possibilities. Select Board members offered their thanks for her willingness to serve.

Maureen Burgess moved to appoint Heidi Merlini to the Zoning Board of Appeals as an Alternate for a one-year term expiring June 30, 2020. Robert Weinstein seconded, and the motion carried 5-0.

TABLED ITEM

Kristen Roberts explained her request for a One-Day Entertainment License for their “Sunday Funday” program at the Truro Vineyard of Cape Cod. There is music at the series, but there have been no complaints. She received compliments from the Select Board and said the venue was open to any event the Select Board might plan. Colby Blem spoke enthusiastically in support of this family-friendly program at the vineyard.

Kristen Reed moved to approve the Sunday One-Day Entertainment License for Truro Vineyards of Cape Cod for Sundays starting June 30, 2019 through August 25, 2019 from 5:00 p.m. – 7:00 p.m. at 11 Shore Road in Truro and the Commonwealth of Massachusetts License for Public Entertainment on Sunday and to authorize the Chair to sign the applications. Robert Weinstein seconded, and the motion carried 5-0.

SELECT BOARD ACTION***Cloverleaf Oversight Committee Select Board Appointment***

Town Manager Rae Ann Palmer said another member of the Select Board is needed on the Cloverleaf Oversight Committee. Susan Areson offered to serve. The other members of the Select Board agreed that she was their choice.

Pan-Mass Challenge Bike Route

Rae Ann Palmer said that she, Assistant Town Manager Kelly Clark, Police Chief Jamie Calise Deputy Police Chief Craig Danziger, and Fire Chief Timothy Collins have been working on safety issues surrounding the Annual Pan-Mass Challenge Bike Event that passes through Truro in August. Historically, the route goes over Castle Road, creating much congestion near Tom’s Hill, and traffic problems at the intersection with Route 6. She noted concerns about getting fire apparatus down Castle Rd. in the event of an emergency. Ms. Palmer had offered Pan-Mass organizers an alternative route over wider Highland and South Highland Roads, but they had not favored the suggestion. She received many phone calls concerning the Pan-Mass route through Truro. She met with the PanMass vice-president about changing the route next year, but because the event is only four weeks away, there was discussion of mitigation measures for this year’s event. The size of the event is a big safety issue.

Deputy Chief Danziger and Chief Calise offered suggestions of making part of Castle Rd. one way during the event, setting up timing mats on the numbers of riders, more assistance from state police at the Route 6 intersection and additional help from the Regional Motorcycle Law Unit. The Police need to determine where to post police support to avoid the problems along Castle Road that occurred last year. They will participate in another brainstorming meeting on July 8th to improve conditions although there is no way to prevent congestion on Route 6. Motorcycle units will be brought in because of their ability to get places where police and emergency vehicles can’t go.

Select Board member Robert Weinstein and Chair Janet Worthington advocated to keep the Pan-Mass ride on Route 6 but were willing to wait until the July 9, 2019 Select Board meeting to make a decision after the Chiefs, Town Manager and Assistant Town Manager met with Pan-Mass representatives again to discuss safety measures for this year. Although she understands the Pan-Mass enthusiasm for the Castle Road route, Susan Areson said she would like to see the riders be encouraged to use Route 6. Kristen Reed went on record for supporting the event but noted the safety issues of bike riding. She said she would like to see more data that would be useful to address other rides that go through Truro. Chief Collins said he could provide data on the riders, estimates on support vehicles, locations for police officers, and staging ideas to send the riders out in waves. Maureen Burgess said she worries about a potential medical emergency that could occur during the event. She acknowledges the pressures, but she too was willing to wait to make a decision for this year. Kristen Reed spoke about the personal aspects of the ride that make riders and supporters attached to the event.

Mentioning the impact cancer has had on his own life, Police Chief Calise said he tries to accommodate Pan-Mass event, but his duty is to provide public safety. Because it is a Cape-wide event, Truro isn't able to get help from other towns, so he will ask the Pan-Mass representatives to provide it. Janet Worthington said the route might work one more time if the support vehicles are kept off Castle Road, but she wants the route changed.

CONSENT AGENDA

- A. Review Approve and Authorize Signature:
 - 1. Application for Town One-Day Entertainment Licenses: Friends of the Truro Meeting House
 - 2. Curb Cut Application for 3 Priest Road
- B. Review and Approve the Reappointments of Board/Committee/Commission Members: Gary Palmer and Peter Graham – Water Resources Oversight Committee; Gary Palmer – Board of Assessors; Chuck Steinman – Historical Commission; Martin Thomas – Human Services Committee; Mary Abt – Cable and Internet Advisory Committee and Commission on Disabilities; Shari Stahl – Beach Commission; Jane Petterson – Open Space Committee; Michael Forgione – Board of Assessors; John Thornley – Zoning Board of Appeals; David Kirchner – Truro Historical Commission; Nicholas Brown – Shellfish Advisory Commission; Susan Howe – Commission on Disabilities; Eric Mays – Bike and Walkways Committee; Gerry Woodcome and Scott Brazil – Pamet Harbor Commission; Jack McMahon – Conservation Commission
- C. Review and Approve Event Notification form for MassDOT for the Annual Harbor to the Bay Bike Ride
- D. Review and Approve Select Board Minutes: June 4, 2019, June 11, 2019

Janet Worthington requested an amendment to the June 11, 2019 minutes with an additional line indicating that she did not think the Select Board should be changing the Police Regulations since it was her opinion that any changes should be generated from the Police Department.

Susan Areson moved to approve the Consent Agenda with an amendment to the June 11, 2019 minutes. Maureen Burgess seconded, and the motion carried 5-0.

SELECT BOARD REPORTS/COMMENTS

Robert Weinstein said that he, Maureen Burgess and Rae Ann Palmer had held a conference call meeting with Town Counsel Katie Loughman, moving forward with a draft host community agreement (HCA) for the High Dune Craft Cooperative. He had attended the monthly meeting of the Municipal Planning Organization (MPO), where he received a copy of the Cape Cod Canal Transportation Study. The document will be available in the Selectmen's office. The comment period on the bridges remains open until July 8, 2019, he said. MPO's high crash locations in Barnstable County had been identified with Wellfleet's Route 6/Main St. intersection coming in as 44th.

Maureen Burgess said the High Dune Craft Cooperative's HCA was being developed. There is only one other cultivator approved in Massachusetts. Truro's cultivators are unique as a coop in residential settings, so it is taking time.

Susan Areson has attended the Historic District Commission and ZBA meetings as liaison. There are some requests through letters that she would like to respond to, she said.

Along with three of her colleagues, Kristen Reed attended the June 14, 2019 Cape Cod Selectmen and Councilors meeting where experiences with Resident tax exemptions (RTEs) were shared. Representatives from Boston heard their thoughts on RTEs and other issues.

Janet Worthington offered condolences to the family of Lt. Scott Holway, whose father had recently passed away. She announced the June 27, 2019 forum on ideas for the Walsh Property, and she said that Select Board members would be holding their hours at the Transfer Station during the summer months.

TOWN MANGER'S REPORT

Rae Ann Palmer asked for and received the support of the Select Board for a Friday, July 5, 2019 closing of Town Hall. She clarified that phone calls she received regarding the Pan-Mass Challenge had been in support of the popular event. It was important that Pan-Mass organizers are now in communication with the Town.

NEXT MEETING AGENDA

Agenda items for the July 9, 2019 meeting include: discussion of the Planning Board letter, a decision on the PanMass route, and more discussion of Fiscal Year 20 Goals & Objectives.

ADJOURNMENT

Maureen Burgess moved to adjourn. Robert Weinstein seconded, and the motion carried 5-0.

The meeting was adjourned at 8:14 p.m.

Respectfully submitted,

Mary Rogers,
Secretary

Janet Worthington, Chair

Maureen Burgess, Vice-chair

Susan Areson

Kristen Reed, Clerk

Robert Weinstein

Public Records Material 6/25/19

1. Letter by Planning Board Chair Steve Sollog
2. Select Board Goals and Objective FY19 and Draft FY20
3. Sample handbook for Town boards/committees/commissions
4. Template for Municipal Affordable Housing Trust
5. Appointment papers for Board of Health applicants
6. Appointment papers for ZBA Alternative Heidi Merlini
7. Application for One-Day Entertainment License: Truro Vineyard of Cape Cod
8. Pan Mass Challenge Bike Route plans
9. Application for Town One-Day Entertainment Licenses: Friends of the Truro Meeting House
10. Curb Cut Application for 3 Priest Road
11. Reappointment papers for: Gary Palmer and Peter Graham – Water Resources Oversight Committee; Gary Palmer – Board of Assessors; Chuck Steinman – Historical Commission; Martin Thomas – Human Services Committee; Mary Abt – Cable and Internet Advisory Committee and Commission on Disabilities; Shari Stahl – Beach Commission; Jane Petterson – Open Space Committee; Michael Forgione – Board of Assessors; John Thornley – Zoning Board of Appeals; David Kirchner – Truro Historical Commission; Nicholas Brown – Shellfish Advisory Commission; Susan Howe – Commission on Disabilities; Eric Mays – Bike and Walkways Committee; Gerry Woodcome and Scott Brazil – Pamet Harbor Commission; Jack McMahon – Conservation Commission
12. Event Notification form for MassDOT for the Annual Harbor to the Bay Bike Ride