



Truro Select Board

Tuesday, June 23, 2020

Remote Meeting-5:00pm

This will be a remote meeting. Citizens can view the meeting on Channel 18 in Truro and on the web on the "Truro TV Channel 18" button under "Helpful Links" on the homepage of the Town of Truro website. Click on the green "Watch" button in the upper right of the page. **To provide comment during the meeting please call in toll free at 1-866-899-4679 and enter the following access code when prompted: 807-323-373.** Please note that there may be a slight delay (15-30 seconds) between the meeting and the live-stream (and television broadcast). If you are watching the meeting and calling in, please lower the volume on your computer or television during public comment so that you may be heard clearly. We ask that you identify yourself when calling in to help us manage multiple callers effectively. Citizens may also provide public comment for this meeting by emailing the Town Manager at rpalmer@truro-ma.gov with your comments.

1. PUBLIC COMMENT

A. Covid-19 Update - Staff

2. PUBLIC HEARINGS

A. A public hearing on an application in accordance with MGL Ch. 166, § 21, 22 and 25A from New Cingular Wireless PCS, LLC ("AT&T") in conjunction with Eversource Energy d/b/a/ NSTAR Electric for Grant of Location for Telecommunication Wires and Wireless Attachments and Appurtenances, fiber optic cable (s), remote radios mounted to the pole, an unobtrusive side mounted antenna, conduits and cable protectors, and an electrical meter with grounding rod for the small cell installation on the replacement Eversource utility pole. AT&T Site ID: CRAN_CP_17_P20A: Location: 37 Corn Hill Road, 42.000117N, -70.078439W, replacing pole # 82/15.

Presenter: David Ford, Site Acquisition Lead – Project Manager, Centerline Communications and Edward Pare, Esq. Brown Rudnick LLP

3. BOARD/COMMITTEE/COMMISSION APPOINTMENTS NONE

4. TABLED ITEMS NONE

5. SELECT BOARD ACTION

A. Memorandum of Agreement - Inter-Municipal Shoreline Management Plan.

Presenter: Emily Beebe, Health & Conservation Agent

B. Approval of the Draft Outdoor Dining Procedures

Presenter: Rae Ann Palmer, Town Manager

C. Approval of Avenue D Outdoor Seating

Presenter: Attorney Lester J. Murphy

D. Request for use of Dennis Family Gift fund to pay June 2020 interest on Walsh Property Borrowing

Presenter: Rae Ann Palmer, Town Manager

6. CONSENT AGENDA

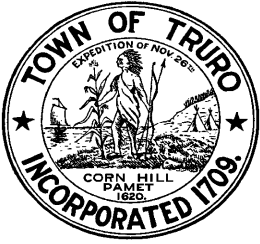
A. Review/Approve and Authorize Signature:

1. None

B. Review and Approve 2020 Seasonal Licenses: Avenue D (Common Victualer)

C. Review and Approve Select Board Minutes: May 19, 2020 Work Session, and May 28, 2020 Regular and Work Session

- 7. SELECT BOARD REPORTS/COMMENTS**
- 8. TOWN MANAGER REPORT**
- 9. NEXT MEETING AGENDA: July 7th**



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: June 23, 2020

ITEM: Application of a New Cingular Wireless PCS, LLC (d/b/a AT&T) for a grant of location for wires and wireless attachments and appurtenances on a replacement utility pole in the public right of way at the following location: Pole #82/15-Near 37 Corn Hill Rd

EXPLANATION: On behalf of AT&T and while reserving all rights, please accept this submission as an application for approval (the "Application") for one (1) small cell facility on an replacement utility pole located in the public right of way near the above referenced address (the "Site"). The Application is filed pursuant to the federal Telecommunications Act of 1996 (the "Act"), the Declaratory Ruling and Third Report and Order 18-133 (the "Order") issued by the FCC in September 2018 https://docs.fcc.gov/public/attachments/FCC-18-133A1_Rcd.pdf and Massachusetts General Laws Chapter 166, Sections 21, 22 and 25A for telecommunication wires and wireless attachments and appurtenances attached to utility poles.

AT&T has entered into a Pole Attachment Agreement with Eversource and we have included a license from Eversource to AT&T. The replacement pole complies with, and to the extent possible, is in accordance with the Act, the Order and state law. The replacement pole is taller to make room in the communication space on the pole for the antenna providing separation from the primary wire as required by Eversource.

The applicant has provided a detailed set of drawings (the "Plans") and map for this small cell facility. Additionally they provided photographs of a similar small cell installation installed by AT&T and located at 8 General Street, Lawrence, Massachusetts for use as an example of a typical installation with respect to the equipment shroud. Also enclosed is a photograph of a small cell facility with the antenna mounted on the side of the pole location near 462 Torrey Street, Brockton to provide an example of a side mounted antenna. Lastly, please find a generic small cell facility report demonstrating compliance with applicable emissions standards established by the FCC.

AT&T proposes this small cell facility in the Town of Truro to deal with the rapidly increasing demands on AT&T's wireless network. This small cell facility will work in conjunction with the existing macro sites installed on rooftops, towers and other structures in and around the Town of Truro. AT&T's radio frequency engineers targeted the proposed location due to the high traffic and data demands on AT&T's network in these areas. AT&T's existing macro cell sites are not providing adequate data capacity near the Site due to population, vehicular and foot traffic, multiple wireless devices in use and other contributing factors. This small cell facility will work to offload the demands on the macro sites and allow for increased data capacity and speed within the immediate vicinity of the Sites and near the existing macro sites.

This small cell facility will be installed using standard commercially accepted methods in accordance with all applicable federal, state and local laws, regulations and orders. As depicted on the Plans, this small cell installation on the replacement utility pole will include: fiber optic cable(s); remote radios 8" in height by

8" wide by 4" deep (1.66 cubic feet in volume) mounted to the pole at 27' 6" above ground level; an unobtrusive side mounted antenna measuring 25" long and 10" in diameter (1.22 cubic feet in volume) with a mounting bracket which extends 36" from the side of the pole; conduits and cable protectors; and, an electrical meter 8' above ground level with shutoff switch and grounding rod. The Plans also provide the proposed location, pole height, mounting height and equipment specifications.

Without the installation, AT&T would be unable to provide specifically established coverage and capacity objectives. The replacement utility pole is located within the limited geographic area whereby AT&T's radio frequency engineers determined that a wireless facility is required. The Act imposes substantial restrictions affecting the standard for granting the requested relief. The Act provides that: no laws or actions by any local government or planning or zoning board may prohibit, or have the effect of prohibiting, the placement, construction, or modification of communications towers, antennas, or other wireless facilities in any particular geographic area, see 47 U.S.C. §332(c)(7)(B)(i); local government or planning or zoning boards may not unreasonably discriminate among providers of functionally equivalent services, see 47 U.S.C. §332(c)(7)(B)(i); health concerns may not be considered so long as the emissions comply with the applicable standards of the FCC, see 47 U.S.C. §332(c)(7)(B)(iv); and, decisions must be rendered within a reasonable period of time, see 47 U.S.C. §332(c)(7)(B)(ii) and the Order commonly referenced as the applicable "shot clocks". The FCC shot clock in this instance is ninety (90) days from the submission of the Application.

The applicant respectfully asserts that AT&T's proposed small cell facility is reasonable and reasonably complies with the requirements of the Town of Truro in light of the Act, the Order and state law. AT&T is willing to work cooperatively with the Town of Truro with respect the deployment of its small cell facility and looks forward to your feedback. For the convenience of the Select Board, AT&T has provided a proposed Form of Order for your consideration.

IMPACT IF NOT APPROVED: Without the installation, AT&T would be unable to provide specifically established coverage and capacity objectives.

SUGGESTED ACTION: MOTION TO *approve the Application of a New Cingular Wireless PCS, LLC (d/b/a AT&T) for a grant of location for a wires and wireless attachments and appurtenances on a replacement utility pole in the public right of way at the following location: Pole #82/15-Near 37 Corn Hill Rd.*

ATTACHMENTS:

1. Public Hearing Notice
2. Abutters List
3. Application and Pole Attachment License (Antenna/Node License)
4. Application of New Cingular Wireless PCS, LLC
5. Radiation Safety Specialist Report July 2, 2019
6. Structural Analysis Report
7. AT&T Site ID: Cran_CP_17P20A
8. Plan of Land 598-92
9. Coverage Area



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

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

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

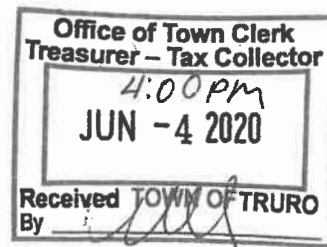
TOWN OF TRURO REMOTE PUBLIC HEARING

**APPLICATION OF NEW CINGULAR WIRELESS PCS, LLC (d/b/a AT&T)
FOR A GRANT OF LOCATION FOR A WIRELESS SMALL CELL FACILITY, INCLUDING
TELECOMMUNICATION WIRES AND WIRELESS ATTACHMENTS AND APPURTENANCES ON
A REPLACEMENT UTILITY POLE
IN THE PUBLIC RIGHT OF WAY AT THE FOLLOWING
LOCATION: POLE #82/15 – NEAR 37 CORN HILL ROAD, TRURO MA**

The Truro Select Board will conduct a remote public hearing in accordance with MGL Ch. 166, § 21, 22 and 25A on an application from New Cingular Wireless PCS, LLC (“AT&T”) in conjunction with Eversource Energy d/b/a/ NSTAR Electric for Grant of Location for Telecommunication Wires and Wireless Attachments and Appurtenances, fiber optic cable (s), remote radios mounted to the pole, an unobtrusive side mounted antenna, conduits and cable protectors, and an electrical meter with grounding rod for the small cell installation on the replacement Eversource utility pole. AT&T Site ID: CRAN_CP_17_P20A: Location: 37 Corn Hill Road, 42.000117N, -70.078439W, replacing pole # 82/15.

To provide comment during the meeting please call in toll free at **1-866-899-4679** and enter the following access code when prompted: **807-323-373**. Said remote public hearing will be held on **Tuesday, June 23, 2020 at 5:00 p.m.**

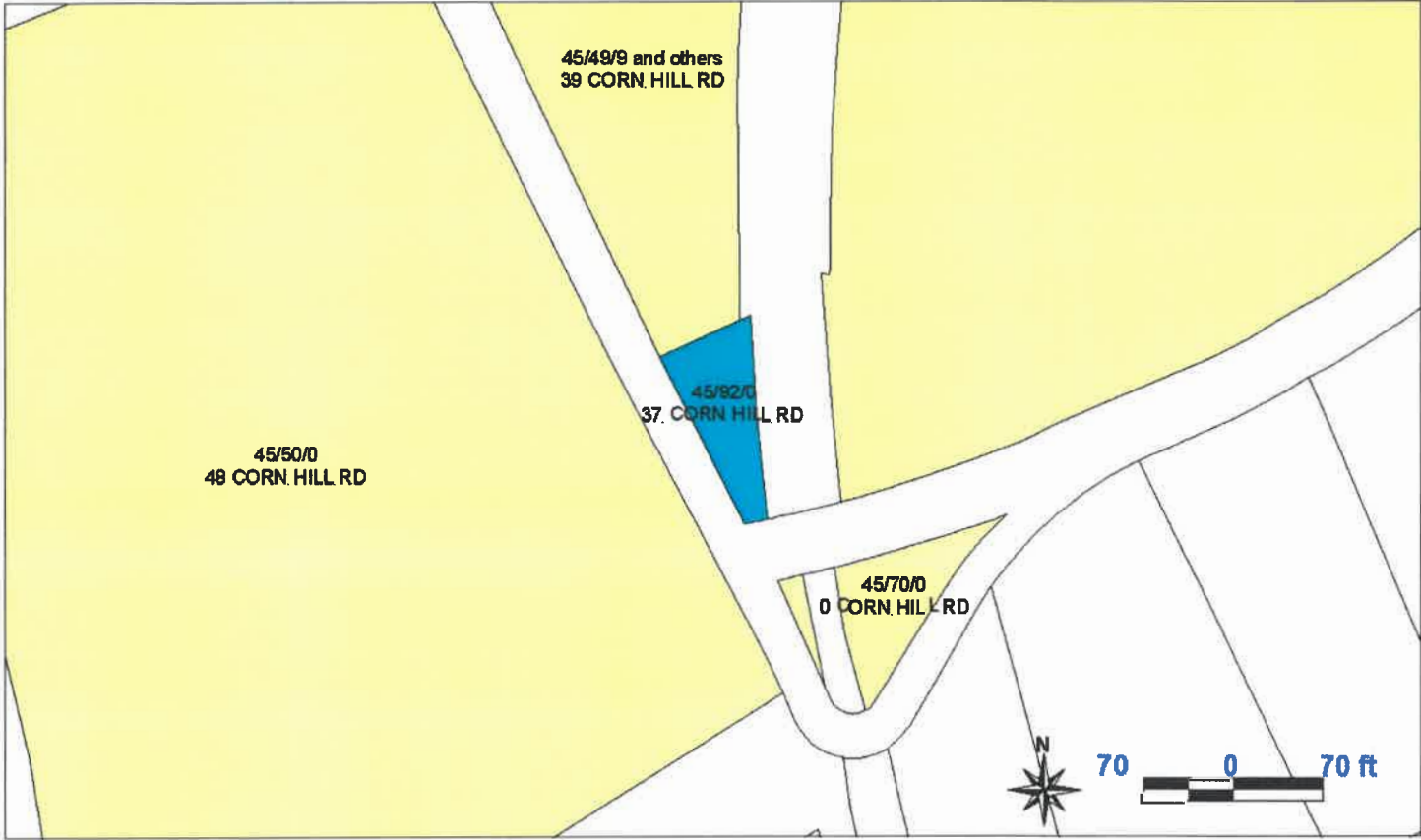
Jan Worthington, Chair
Select Board
Town of Truro



37 Corn Hill Road
 MAP 45 PARCEL 92
 Select Board

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

Custom Abutters List



Key	Parcel ID	Owner	Location	Mailing Street	Mailing City	ST	ZipCd/Country
2147	45-49-1-R	ROSE INVESTMENT TRUST TRS: ROSE AUSTIN L JR & MARY L	39 CORN HILL RD	PO BOX 776	TRURO	MA	02666-0776
2148	45-49-2-R	MCGIRR RICHARD H & LIDA BANDER	39 CORN HILL RD	50 CHURCH ST	CONCORD	MA	01742
2149	45-49-3-R	CORN HILL REALTY TRUST TRS: ONEIL THOMAS J III ET AL	39 CORN HILL RD	731 UNION ST	ROCKLAND BEACH	MA	02370
2150	45-49-4-R	MACIASZEK SARAH A	39 CORN HILL RD	57 BRIGHAM RD	SOUTH HADLEY	MA	01075
2151	45-49-5-R	BOOTH APRIL N REVOCABLE TRUST TRS: BOOTH APRIL N	39 CORN HILL RD	957 ROUTE 80	GUILFORD	CT	06437
2152	45-49-6-R	TENNYSON LINDA E	39 CORN HILL RD	505 MAIN ST	ACTON	MA	01720
2153	45-49-7-R	MAGUIRE MICHELLE & JOHN F	39 CORN HILL RD	5 LAUREL HILL LN	WINCHESTER	MA	01890
2154	45-49-8-R	ENTICE ENTERPRISES LLC	39 CORN HILL RD	633 ARROWHEAD DR	ORANGE	CT	06477-2306
2155	45-49-9-R	GREINER DAVID K & JULIE A	39 CORN HILL RD	23 HORIZON DR	GOFFSTOWN	NH	03045
2156	45-49-10-R	KULL DONNA M	39 CORN HILL RD	313 PARTRIDGE RUN	MOUTAINSIDE	NJ	07092
2157	45-49-11-R	ROSE INVESTMENT TRUST TRS: ROSE AUSTIN L JR & MARY L	39 CORN HILL RD	PO BOX 776	TRURO	MA	02666-0776
2158	45-49-12-R	MASTROBATTISTA AMY J	39 CORN HILL RD	34 CROCKER AVE	FRANKLIN	MA	02038
6959	45-49-13-E	ROSEVILLE CONDO TRUST	39 CORN HILL RD	39 CORN HILL RD	TRURO	MA	02666
2159	45-50-0-E	TOWN OF TRURO	48 CORN HILL RD	PO BOX 2030	TRURO	MA	02666-2030
2160	45-51-0-R	ROSE INVESTMENT TRUST TRS: ROSE AUSTIN L JR & MARY L	35-A CORN HILL RD	PO BOX 776	TRURO	MA	02666-0776

JWC 6-1-2020
 6/1/2020 Page 1

Key	Parcel ID	Owner	Location	Mailing Street	Mailing City	ST	ZipCd/Country
2179	45-70-0-E	TOWN OF TRURO	0 CORN HILL RD	PO BOX 2030	TRURO	MA	02666-2030
5599	45-126-0-R	PERRY RICHARD B, COSTA CHERYL, LOCKE DEBRA, PERRY SCOTT ET AL	16 PERRY RD	76 BAYBERRY AVE	PROVINCETOWN	MA	02657

Handwritten signature 6.1.2020

Form 1

APPLICATION AND POLE ATTACHMENT LICENSE

ANTENNA / NODE LICENSE

Licensee New Cingular Wireless PCS, LLC / AT&T - 14816631
Street Address 37 Corn Hill Rd. (42.000117, -70.078439)
City, State and Zip Truro, MA 02666
Date 10/1/2019

In accordance with the terms and conditions of the **CONSTRUCTION REQUIREMENTS FOR DISTRIBUTED ANTENNA SYSTEMS (DAS) ON DISTRIBUTION POLES AGREEMENT**, application is hereby made for a license to make 1 **Antenna (Node)** Attachment to pole and 1 Power Supply and _____ other attachments located in the municipality of Truro in the State of Massachusetts.

This request will be designated **Pole Attachment License Application Number** CRAN CP 17 P20. Attached are my power supply specifications if applicable. The cable's strand size is 1/2" and weight per foot of cable is 0.12.

Licensee's Name (Print) Jilian Fancher

Signature Jilian Fancher

NSTAR d/b/a EVERSOURCE
Power Company

Title Site acquisition Specialist

Tel. No. 508-813-1614

Fax No. 617-249-0819

E-mail jfancher@clinellc.com

*****For licensor use, do not write below this line*****

Pole Attachment License Application Number CRAN CP 17 P20 is hereby granted to make 1 Antenna / Node attachment described in this application to _____ attachments to JO¹ pole _____ attachment to FO² pole, _____ attachment to JU³ pole, _____ Power Supplies and _____ other attachments located in the municipality of Truro, in the State of Massachusetts as indicated on the attached Form 3.

Licensor's Name (Print) Richard Cumeau

Signature _____

(AGREEMENT ID #) _____

Title Supervisor

Date 3/24/2021

Tel. No. _____

2363555

Form 2

AUTHORIZATION FOR FIELD SURVEY WORK

Licensee: New Cingular Wireless PCS, LLC

In accordance with Article III & Appendix I of the Pole Attachment Agreement, following is a summary of the charges which will apply to complete a field survey covering Pole Attachment License Application Number CRAN CP 17 P20 in the municipality of Truro in the State of Massachusetts.

FIELD SURVEY CHARGES

<u>Field Survey</u>	<u>#Poles</u>	<u>Unit Rate</u>	<u>Total</u>
Field Survey Application Fee (includes 1st pole)	1 pole	\$139.00	\$ <u>139.00</u>
Field Survey 2 -200 Poles	<u>0</u>	\$ <u>13.45</u> per Pole	\$ _____
Additional Travel Time*	_____	\$ <u>200.00</u> per Day	\$ _____
\$ _____			
TOTAL Charges			\$ <u>139.00</u>

* Based on average of 75 poles surveyed per day, add \$200.00 travel time for each additional day required to complete survey.

Please note, if you calculated the cost incorrectly, your check will be returned and a new check for the correct amount must be received by this office in order to schedule the survey. If you need assistance, please call the **HOTLINE on 800-340-9822**. The required field survey covering Pole Attachment License Application # CRAN CP 17 P20 is authorized. I am enclosing an advance payment in the amount of \$ 139.00.

Licensee's Name (Print) Jilian Fancher
Agent for New Cingular Wireless PCS, LLC

Signature Jilian Fancher
Title Site Acquisition Specialist

Address 750 W. Center St., Suite 301
West Bridgewater, MA 02379

Tel. No. 508-813-1614

Date: 10/1/2019

RCE to Complete: Total Poles Surveyed _____ Total Poles Requiring NSTAR Make-Ready _____

Appendix IV Form 3

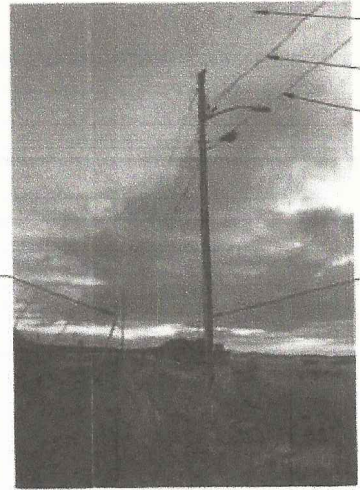
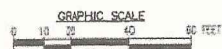
FIELD SURVEY / MAKE READY WORK FORM															
SURVEYORS:				DATE OF SURVEY:					CWO #:						
Verizon					<i>MUNIC: Truro</i>			<i>STATE: MA</i>		Exch Code:		Munic Code:			
<i>Licensee</i>		New Cingular Wireless PCS LLC			<i>LICENSEE NAME: New Cingular Wireless PCS LLC</i>					<i>LICENSEE APPLICATION #: CRAN CP 17 P20</i>					
EVERSOURCE				<i>ELCO NAME: EVERSOURCE</i>					NSTAR APPLICATION #						
<i>LOCATION</i>		<i>POLE #</i>		<i>ATT</i>	<i>OWNERSHIP</i>						<i>CHARGE</i>		<i>WORK DESCRIPTION</i>		
<i>TEL RTE / STREET NAME</i>		<i>Tel</i>	<i>El</i>	<i>F/C</i>	<i>J.O.</i>		<i>J.U.</i>		<i>F.O.</i>		<i>YES</i>	<i>NO</i>	<i>TASK #S / REMARKS</i>		<i>* Height of Att.</i>
<i>List one pole per line</i>				<i>P.S. Riser</i>	<i>Tel</i>	<i>El</i>	<i>Tel</i>	<i>El</i>	<i>Tel</i>	<i>El</i>					
37 Corn Hill Rd. Truro MA 02666 42.000117 -70.078439			82/ 15		VZ								Requesting pole replacement for additional height in the comm space. Comm mounted antenna and radios, CL of 27'6". Radios mounted on pole with antenna		*27'6" comm mount
															*
															*
															*
															*
TOTALS:															

* Height of Attachment = Height of Licensee Attachment shall be 40" below ELCO MGN unless otherwise noted here by Verizon and EVERSOURCE surveyor. Licensee to complete bold italicized areas only. (Provide ownership information if known)

APPROXIMATE COORDINATES: LAT: 42.000117° N LONG: 70.078439° W



KEY PLAN
 22x34 SCALE: 1"=20'
 11x17 SCALE: 1"=40'

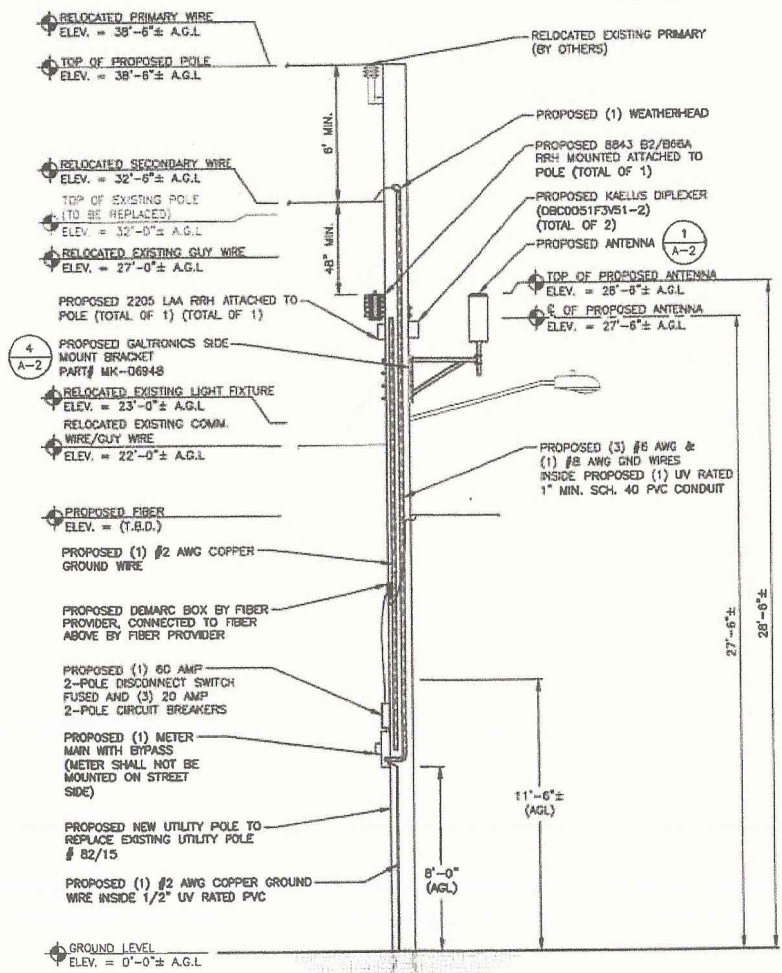


EXISTING CONDITIONS PHOTO DETAIL
 SCALE: N.T.S.



NOTE:
 ALL EXISTING UTILITY POLE ATTACHMENTS AND FIXTURES ARE TO BE TRANSFERRED TO NEW POLE AT THE SAME HEIGHTS UNLESS OTHERWISE NOTED

NOTE:
 1. THE WIRELESS COMMUNICATIONS OPERATOR IS RESPONSIBLE FOR PLACING A WARNING SIGN ON THE POWER SUPPLY COMMUNICATING THE RF EMISSIONS IN COMPLIANCE WITH THE CURRENT EDITION OF IEEE STANDARD C95.2. THIS SIGN MUST ALSO HAVE A 24-HOUR CONTACT PHONE NUMBER IN CASE OF EMERGENCY. THIS NUMBER MUST BE VISIBLE FROM THE GROUND.



ELEVATION
 22x34 SCALE: 3/8"=1'-0"
 11x17 SCALE: 3/16"=1'-0"



at&t
 550 COCHITUATE ROAD
 FRAMINGHAM, MA 01701

CENTERLINE
 750 WEST CENTER STREET,
 SUITE # 301
 WEST BRIDGEWATER, MA 02379

H2G
HUDSON
Design Group LLC
 45 BEECHWOOD DRIVE
 #4 ANDOVER, MA 01864 TEL: 978.534.5453 FAX: 978.534.5888

CHECKED BY: AT
 APPROVED BY: DPH

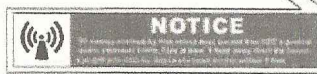
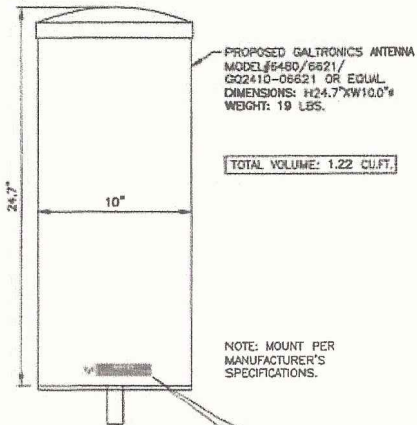
SUBMITTALS

REV	DATE	DESCRIPTION	BY
6	08/12/18	ISSUED FOR REVIEW	MT
5	04/25/18	ISSUED FOR REVIEW	MT
4	12/27/18	ISSUED FOR REVIEW	MT
3	06/05/18	ISSUED FOR REVIEW	MT
2	02/02/18	ISSUED FOR REVIEW	MT
1	12/01/17	ISSUED FOR REVIEW	MT
0	11/06/17	ISSUED FOR REVIEW	MT

CLUSTER AND HOSE NUMBER:
CRAN_CP_17_P20A
 SITE ID:
CRAN_CP_17_P20A
 SITE ADDRESS:
 37 CORN HILL RD
 TRUTO, MA 02866
 BARNSTABLE COUNTY

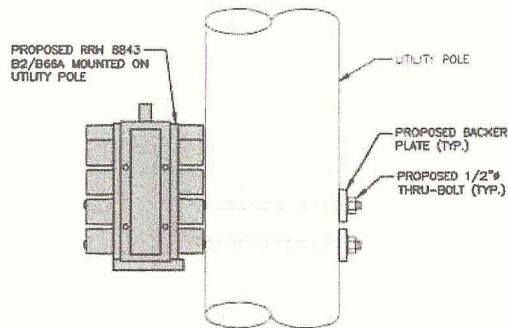
SHEET TITLE
KEY PLAN AND ELEVATION

SHEET NUMBER
A-1



NO1-CD-16 1"x6" NOTICE DECAL
PLACE THREE NOTICE STICKERS EQUALLY SPACED
AROUND THE BOTTOM OF ANTENNA RADOME

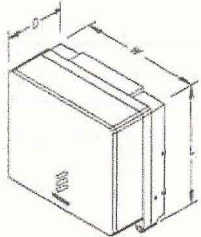
ANTENNA DETAIL 1
SCALE: N.T.S. A-2



MODEL	QTY	L	W	D	WGT.
8843	1	14.9"	13.2"	10.9"	72 LB.

NOTE:
MOUNT PER MANUFACTURER'S SPECIFICATIONS.

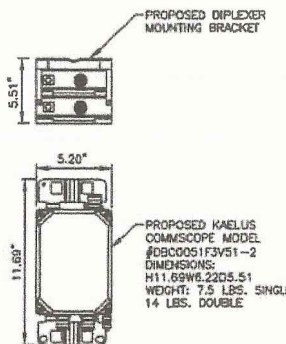
RRH DETAIL 5
SCALE: N.T.S. A-2



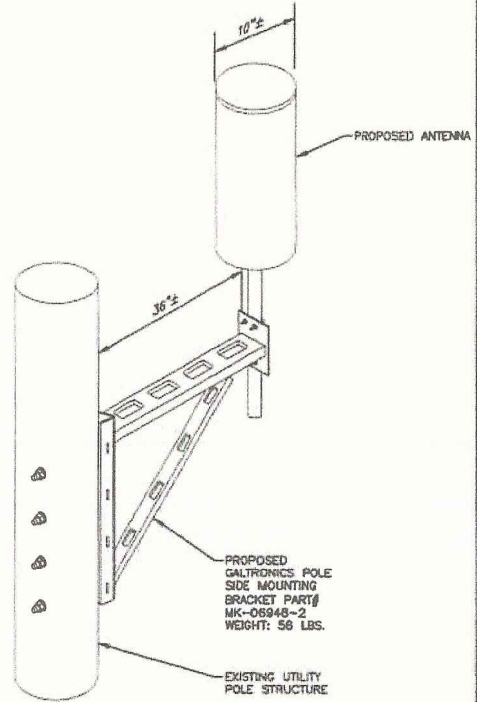
MODEL	QTY	L	W	D	WGT.
2205	1	8.0"	8.0"	4.0"	11 LBS.

NOTE:
MOUNT PER MANUFACTURER'S SPECIFICATIONS.

RRH DETAIL 2
SCALE: N.T.S. A-2

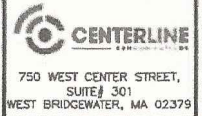


DIPLEXER DETAIL (AS REQUIRED) 3
SCALE: N.T.S. A-2



NOTE:
MOUNT PER MANUFACTURER'S SPECIFICATIONS.

ANTENNA MOUNT DETAIL 4
SCALE: N.T.S. A-2



CHECKED BY: AT

APPROVED BY: DPH

SUBMITTALS

REV.	DATE	DESCRIPTION	BY
6	09/12/16	ISSUED FOR REVIEW	JR
5	04/13/16	ISSUED FOR REVIEW	SC
4	12/22/16	ISSUED FOR REVIEW	SE
3	04/29/16	ISSUED FOR REVIEW	SE
2	02/25/16	ISSUED FOR REVIEW	SE
1	11/01/15	ISSUED FOR REVIEW	SE
A	11/08/15	ISSUED FOR REVIEW	SE

CLUSTER AND NODE NUMBER:
CRAN_CP_17_P20A

SITE ID:
CRAN_CP_17_P20A

SITE ADDRESS:
37 CORN HILL RD
TRUITO, MA 02666
BARNSTABLE COUNTY

SHEET TITLE
EQUIPMENT DETAILS

SHEET NUMBER
A-2

Edward D. Pare, Jr., Esq.
direct dial: 401-276-2639
epare@brownrudnick.com

March 23, 2020

Select Board
Town of Truro
c/o Town Clerk
24 Town Hall Road
P.O. Box 2030
Truro, MA 02666

RE: Application of New Cingular Wireless PCS, LLC (d/b/a AT&T) for a Grant of Location for a Wireless Small Cell Facility, Including Telecommunication Wires and Wireless Attachments and Appurtenances on a Replacement Utility Pole in the Public Right of Way at the Following Location:

Pole #82/15 - Near 37 Corn Hill Road, Truro, MA 02666

Dear Honorable Members of the Board of Selectmen:

We represent New Cingular Wireless PCS, LLC (d/b/a "AT&T") with respect to its deployment of small cell facilities in the Town of Truro and the Commonwealth of Massachusetts. AT&T is licensed by the Federal Communications Commission (the "FCC") to provide wireless communications services in the Town of Truro and throughout the Commonwealth of Massachusetts.

On behalf of AT&T and while reserving all rights, please accept this submission as an application for approval (the "Application") for one (1) small cell facility on an replacement utility pole located in the public right of way near the above referenced address (the "Site"). The Application is filed pursuant to the federal Telecommunications Act of 1996 (the "Act"), the Declaratory Ruling and Third Report and Order 18-133 (the "Order") issued by the FCC in September 2018 https://docs.fcc.gov/public/attachments/FCC-18-133A1_Rcd.pdf and Massachusetts General Laws Chapter 166, Sections 21, 22 and 25A for telecommunication wires and wireless attachments and appurtenances attached to utility poles.

AT&T has entered into a Pole Attachment Agreement with Eversource and we have included a license from Eversource to AT&T. The replacement pole complies with, and to the extent possible, is in accordance with the Act, the Order and state law. The replacement pole is taller to make room in the communication space on the pole for the antenna providing separation from the primary wire as required by Eversource.

We have also provided a detailed set of drawings (the "Plans") and map for this small cell facility. Additionally, we have provided photographs of a similar small cell installation installed by AT&T and located at 8 General Street, Lawrence, Massachusetts for use as an example of a typical installation with respect to the equipment shroud. Also enclosed is a photograph of a small cell facility with the antenna mounted on the side of the pole location near 462 Torrey

Street, Brockton to provide an example of a side mounted antenna. Lastly, please find a generic small cell facility report demonstrating compliance with applicable emissions standards established by the FCC.

AT&T proposes this small cell facility in the Town of Truro to deal with the rapidly increasing demands on AT&T's wireless network. This small cell facility will work in conjunction with the existing macro sites installed on rooftops, towers and other structures in and around the Town of Truro. AT&T's radio frequency engineers targeted the proposed location due to the high traffic and data demands on AT&T's network in these areas. AT&T's existing macro cell sites are not providing adequate data capacity near the Site due to population, vehicular and foot traffic, multiple wireless devices in use and other contributing factors. This small cell facility will work to offload the demands on the macro sites and allow for increased data capacity and speed within the immediate vicinity of the Sites and near the existing macro sites.

This small cell facility will be installed using standard commercially accepted methods in accordance with all applicable federal, state and local laws, regulations and orders. As depicted on the Plans, this small cell installation on the replacement utility pole will include: fiber optic cable(s); remote radios 8" in height by 8" wide by 4" deep (1.66 cubic feet in volume) mounted to the pole at 27' 6" above ground level; an unobtrusive side mounted antenna measuring 25" long and 10" in diameter (1.22 cubic feet in volume) with a mounting bracket which extends 36" from the side of the pole; conduits and cable protectors; and, an electrical meter 8' above ground level with shutoff switch and grounding rod. The Plans also provide the proposed location, pole height, mounting height and equipment specifications.

The Telecommunications Act of 1996

Without the installation, AT&T would be unable to provide specifically established coverage and capacity objectives. The replacement utility pole is located within the limited geographic area whereby AT&T's radio frequency engineers determined that a wireless facility is required. The Act imposes substantial restrictions affecting the standard for granting the requested relief. The Act provides that: no laws or actions by any local government or planning or zoning board may prohibit, or have the effect of prohibiting, the placement, construction, or modification of communications towers, antennas, or other wireless facilities in any particular geographic area, see 47 U.S.C. §332(c)(7)(B)(i); local government or planning or zoning boards may not unreasonably discriminate among providers of functionally equivalent services, see 47 U.S.C. §332(c)(7)(B)(i); health concerns may not be considered so long as the emissions comply with the applicable standards of the FCC, see 47 U.S.C. §332(c)(7)(B)(iv); and, decisions must be rendered within a reasonable period of time, see 47 U.S.C. §332(c)(7)(B)(ii) and the Order commonly referenced as the applicable "shot clocks". The FCC shot clock in this instance is ninety (90) days from the submission of the Application.

Board of Selectmen
Town of Truro
March 23, 2020
Page 3

We respectfully assert that AT&T's proposed small cell facility is reasonable and reasonably complies with the requirements of the Town of Truro in light of the Act, the Order and state law. AT&T is willing to work cooperatively with the Town of Truro with respect the deployment of its small cell facility and we look forward to your feedback. For the convenience of the Select Board, AT&T has provided a proposed Form of Order for your consideration.

If you have any questions, please don't hesitate to contact me. We look forward to presenting the Application at an upcoming meeting.

Sincerely,

BROWN RUDNICK LLP

/s/ Edward D. Pare, Jr.

Edward D. Pare, Jr., Esq.

Enclosures: Plans
Structural Report
License from Eversource
Photographs of Existing Small Cell Facilities
Emissions Report

cc: Admin. Asst. to Selectmen

ORDER FOR LOCATION FOR TELECOMMUNICATIONS WIRES AND WIRELESS ATTACHMENTS AND APPURTENANCES

By the Select Board

Of the Town of Truro, Massachusetts, June 23, 2020

ORDERED:

That pursuant to the federal Telecommunication Act of 1996 and Massachusetts General Laws, Chapter 166, NEW CINGULAR WIRELESS PCS, LLC (“AT&T”) is hereby granted a location for and permission to construct and maintain telecommunications wires and wireless attachments and appurtenances, including fiber optic cable(s), remote nodes and pole antenna, to be attached to a replacement Eversource utility pole, located upon, along and under the public ways within the Town of Truro, as substantially shown on the plans filed with said petition.

The forgoing permission is subject to the following condition: the telecommunications wires and wireless attachments and appurtenances shall be installed and operated in compliance with all applicable federal and state laws and regulations.

I hereby certify that the foregoing was adopted at a meeting of the Select Board of the Town of Truro, Massachusetts, held on the 23rd day of June, 2020.

Town Clerk

DONALD L. HAES, JR., CHP, CLSO

Radiation Safety Specialist

PO Box 198, Hampstead, NH 03841

617-680-6262

Email: donald_haes_chp@comcast.net

July 2, 2019

I have reviewed the information pertinent to the hypothetical installation of an AT&T Personal Wireless Services (PWS) omni-directional panel antenna installation on a utility pole. I have analyzed the scenario where there would be one antenna mounted with a centerline height of 30' above ground level (AGL). This analysis considers the contributions of the AT&T PWS transmitters operating at the following supplied parameters:

Configuration: Radio 2203 x2 (B2), Radio 2203 x2 (B66), Radio 2205				
PWS Service	Frequency (MHz)	Transmitter Power Output (Watts)	Antenna Manufacturer - Model Number	Antenna Gain (dBd)
PCS	1930-1950	40 X 2	Galtronics- GQ2410-06621 (See Appendix A)	6.85
AWS	2140-2155	40 X 2		6.85

The calculated values of RF fields are presented as a percent of current Maximum Permissible Exposures (%MPE) as adopted by the Federal Communications Commission (FCC). Theoretical RF field calculations for the near proximity of RF source terms (in this case the AT&T transmit antennas), however, are not straight forward. For these theoretical calculations, a cylindrical model was used, where “spatially averaged plane-wave equivalent power densities parallel to the antenna may be estimated by dividing the net antenna input power by the surface area of an imaginary cylinder surrounding the length of the radiating antenna”. Calculations using “far-field” formula would considerably overestimate the resultant power densities. The calculations performed for this analysis still accurately represent the “worst case” and assume 100% usage of all the antennas.

The power density estimates can be calculated by using the formula:

$$S = \frac{P_{net}}{2 \cdot \pi \cdot R \cdot h}$$

Where: P_{net} = Net power to antenna (watts)
 R = Distance (range) from antenna
 h = aperture height of the antenna

The results of the RF field calculations for a single antenna are depicted in Figure 1 showing a side view representation demonstrating the directionality of the RF energy propagating from the antenna for the configuration.

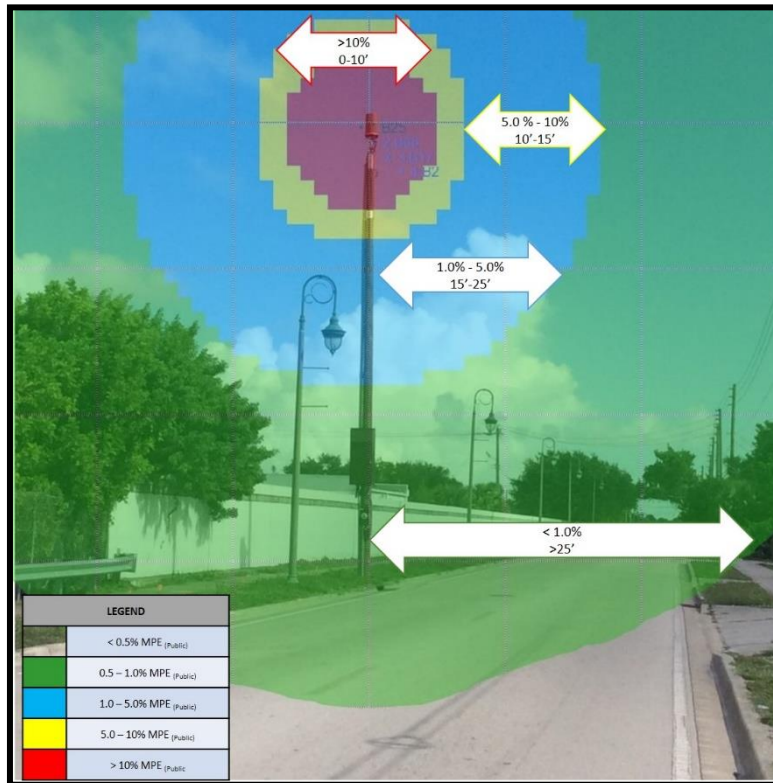


Figure 1: Results of RF field calculations for a typical AT&T antenna installation on a utility pole at 30' (AGL) showing profile view.

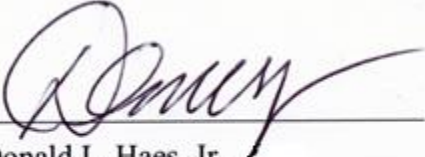
CONCLUSION

Theoretical RF field calculations data indicate the summation of the AT&T RF contributions on a typical utility pole would be well within the established RF exposure guidelines; see Figure 1. Although the calculations assume a typically low mounting height of 30' AGL, some applications may require the antenna to be mounted higher. In these circumstances, the increased separation between the ground and antenna would result in an even lower general public RF exposure levels. Due to the high frequency technologies used by AT&T for these small cell facilities, specifically PCS and AWS, there will be significant attenuation of the signal penetrating nearby buildings and the emissions within those buildings will be well below the FCC public limits. These results indicate there could be more similar installations at these small cell locations, and still be within Federal and State guidelines for RF exposure.

This report provides written proof that the proposed facilities would comply with the FCC RF exposure guidelines. These small cell antenna installations proposed by AT&T would not produce significant changes to the ambient RF environment.

STATEMENT OF CERTIFICATION

1. I certify to the best of my knowledge and belief, the statements of fact contained in this report are true and correct.
2. The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions, and are personal, unbiased professional analyses, opinions and conclusions.
3. I have no present or prospective interest in the property that is the subject of this report and I have no personal interest or bias with respect to the parties involved.
4. My compensation is not contingent upon the reporting of a predetermined energy level or direction in energy level that favors the cause of the client, the amount of energy level estimate, the attainment of a stipulated result, or the occurrence of a subsequent event.
5. This assignment was not based on a requested minimum environmental energy level or specific power density.
6. My compensation is not contingent on an action or event resulting from the analyses, opinions, or conclusions in, or the use of, this report.
7. The consultant has accepted this assessment assignment having the knowledge and experience necessary to complete the assignment competently.
8. My analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the *American Board of Health Physics* (ABHP) statements of standards of professional responsibility for Certified Health Physicists.



Donald L. Haes, Jr.
Certified Health Physicist

Note: The analyses, conclusions and professional opinions are based upon the precise parameters and conditions of this typical AT&T "small cell" installation on a utility pole with a mounting centerline height of 30' AGL. Utilization of these analyses, conclusions and professional opinions for any personal wireless services installation, existing or proposed, other than the aforementioned has not been sanctioned by the author, and therefore should not be accepted as evidence of regulatory compliance.

APPENDIX A



2" Pseudo Omni 10-Port Canister Antenna [1695-2360, 3550-3700 and 5150-5925 MHz]

GQ2410-06621

Description:

- Pseudo Omni Canister Antenna for Outdoor DAS and Small Cells.
- 4x ports for AWS/PCS/WCS Band 1695-2360 MHz
- 4x ports for CBRS Band 3550-3700 MHz
- 2x ports for U-NII Band 5150-5925 MHz*

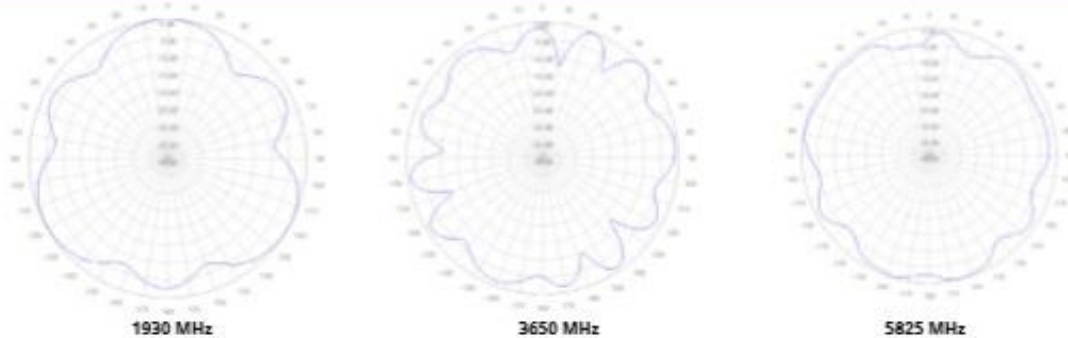


*Compliant to 789033 D02 General U-NII Test Procedures New Rules v01 r04; The antenna meets current U-NII-1 requirements for gain and upper side-lobe performance. Guidelines for Compliance Testing of Unlicensed National Information

Electrical Specifications

Frequency Band [MHz]	1695-2180	2305-2360	3550-3700	5150-5925
Input Connector Type	4x 4.3-10 (F)		4x 4.3-10 (F)	2x 4.3-10 (F)
Isolation (Typ.)	20 dB			
VSWR/Return Loss (Typ.)	1.5:1 / 14.0 dB			
Impedance	50 Ω			
Polarization	Dual slant 45° (±45°)			
Horizontal Beamwidth	Omni (360°)			
Vertical Beamwidth	19°	15.4°	18.7°	23.0°
Max. Gain	8.9 dBi	8.3 dBi	8.0 dBi	5.5 dBi
Avg. Gain	7.7 dBi	7.9 dBi	7.6 dBi	4.7 dBi
Downtilt	0° Fixed			
Max Power / Port	100 Watts		50 Watts	1 Watt
PIM @ 2x43 dBm	<-153 dBc		N/A	N/A

2D Antenna Patterns



Release Date: May 15, 2018; Revision: 1.0; RFD06621

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WWW.GALTRONICS.COM

STRUCTURAL ANALYSIS REPORT

For

CRAN_CP_17_P20A

37 Corn Hill Road
Truro, MA 02666

Equipment Mounted on Utility Pole



Prepared for:



Dated: January 14, 2020

Prepared by:



45 Beechwood Drive
North Andover, MA 01845
Phone: (978) 557-5553
www.hudsondesigngroupllc.com



SCOPE OF WORK:

Hudson Design Group LLC (HDG) has been authorized by AT&T to conduct a structural evaluation of the proposed wood pole supporting the proposed AT&T equipment.

This report represents this office's findings, conclusions and recommendations pertaining to the support of the proposed AT&T equipment listed below.

This office conducted an on-site visual survey of the above areas on December 17, 2018. Attendees included Sergio M. Anastacio (HDG – Assistant Project Manager).

CONCLUSION SUMMARY:

Based on our evaluation, we have determined that the proposed pole **is in conformance** with the National Electric Safety Code 2017 (NESC). The proposed wood pole structure is rated at 55.7%.

APPURTENANCES CONFIGURATION:

Appurtenances	Elev.	Mount
(1) GQ2410-06621 Antenna	27'-6"	Side of Wood Pole
(1) RRH 8843	28'-0"	Side of Wood Pole
(1) RRH 2205	26'-6"	Side of Wood Pole
(1) Diplexer	26'-6"	Side of Wood Pole
(1) Demarc Box	15'-6"	Side of Wood Pole
(1) Disconnect Switch	10'-0"	Side of Wood Pole
(1) Electric Meter	8'-6"	Side of Wood Pole

ANALYSIS RESULTS SUMMARY:

Component	Max. Stress Ratio	Elev. of Component (ft.)	Pass/Fail
SYP 1 (Proposed)	55.7%	0 – 38.5	PASS



DESIGN CRITERIA:

National Electric Safety Code 2017 (NESC) and the Massachusetts State Building Code 9th Edition.		
Wind		
City/Town:	Truro	
County:	Barnstable	
NESC Rule	Rule 250B	NESC Section 25
Construction Grade	C	NESC Section 25
Wind Load:	39.53 mph	NESC Table 230-2
Ice		
Loading District	Heavy	NESC Figure 250-1
Radial Ice Thickness:	0.50 in	NESC Table 230-1

1. Approximate height above grade to center of the proposed antenna: 27'-6" +/-

***Calculations and referenced documents are attached.**



PROPOSED STRUCTURE:

The proposed 38.5'+/- wood pole is assumed to be Southern Yellow Pine Class 1 (Fb=8000 psi) with a 13.69" diameter base. If field conditions differ from what is assumed in this report, then the engineer of record is to be notified as soon as possible.

ANTENNA SUPPORT RECOMMENDATIONS:

The new antenna is proposed to be installed on a mounting bracket secured to the wood pole using thru bolts.

EQUIPMENT SUPPORT RECOMMENDATIONS:

The new equipment is proposed to be installed on the wood pole using the approved manufacturer's mounts.

Limitations and assumptions:

1. Reference the latest HDG construction drawings for all the equipment locations details.
2. Mount all equipment per manufacturer's specifications.
3. All structural members and their connections are assumed to be in good condition and are free from defects with no deterioration to its member capacities. Contractor to perform pre-inspection prior to construction.
4. All antennas and waveguide cables are assumed to be properly installed and supported as per the manufacturer requirements.
5. HDG is not responsible for any modifications completed prior to and hereafter which HDG was not directly involved.
6. If field conditions differ from what is assumed in this report, then the engineer of record is to be notified as soon as possible.
7. HDG did not perform any geotechnical analysis / or / investigation. Soil Information is unknown.

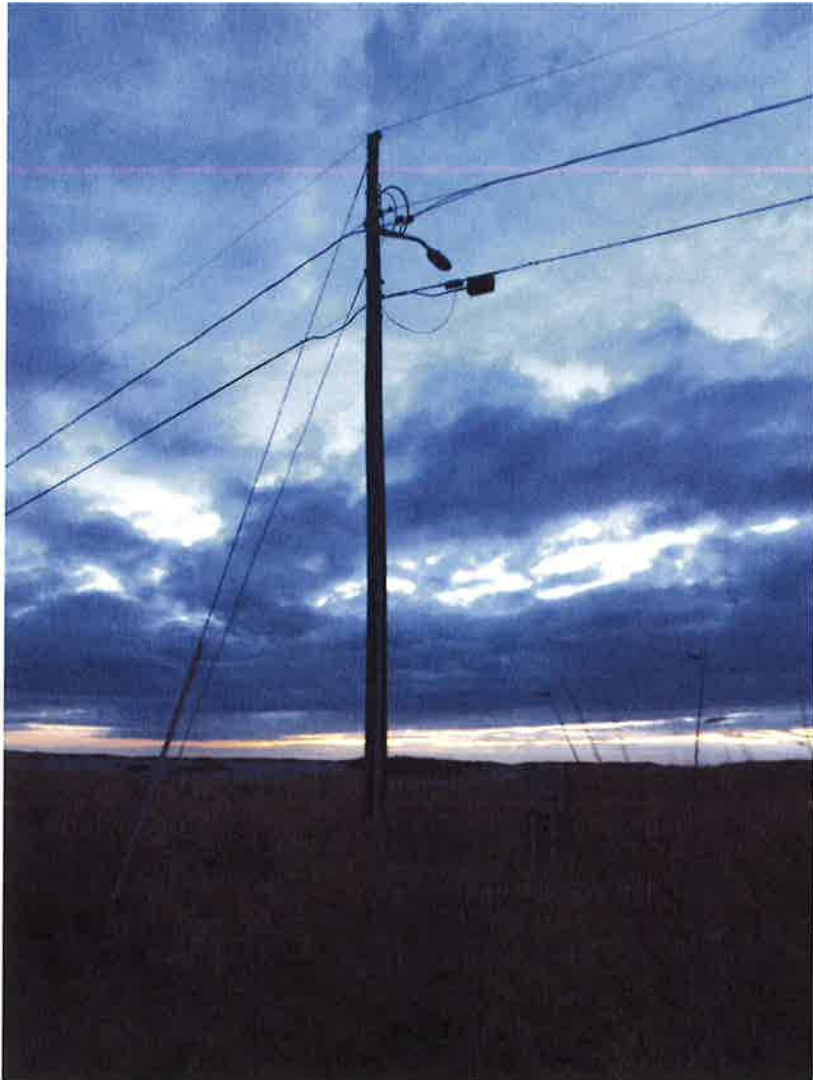
FIELD PHOTOS:

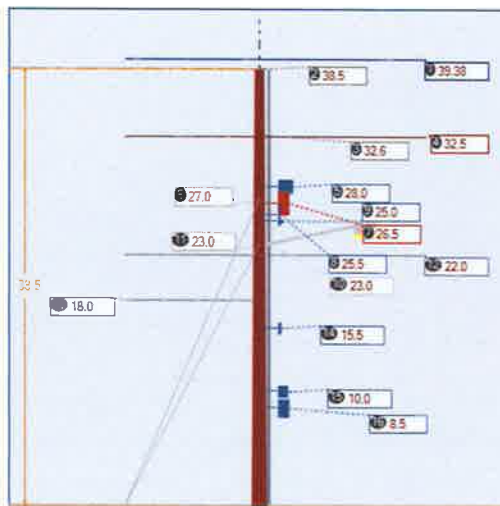
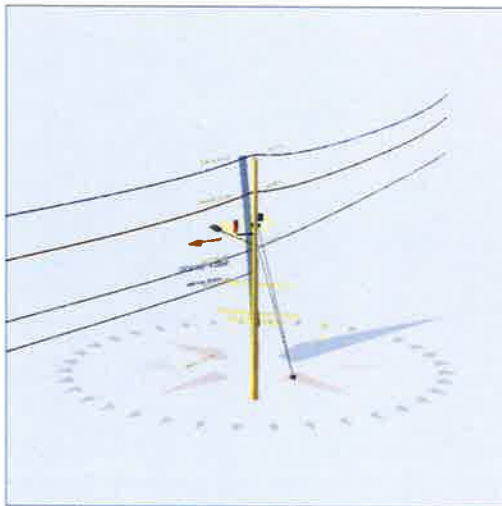
Photo 1: Sample photo illustrating the existing wood pole (to be removed and replaced).



HUDSON
Design Group LLC

Calculations

Pole Num:	Proposed	Pole Length / Class:	44.35 / 1	Code:	NESC	Structure Type:	Angle
Pole Number:	Unset	Species:	SOUTHERN PINE	NESC Rule:	Rule 250B	Status	Guy Wires Adequate
Site Name:	CRAN_CP_17_P20A	Setting Depth (ft):	5.83	Construction Grade:	C	Pole Strength Factor:	0.85
Address:	37 Corn Hill Road	G/L Circumference (in):	43.06	Loading District:	Heavy	Transverse Wind LF:	1.75
Town, State	Truro, MA	G/L Fiber Stress (psi):	8,000	Ice Thickness (in):	0.50	Wire Tension LF:	1.30
Zip Code:	02666	Allowable Stress (psi):	6,800	Wind Speed (mph):	39.53	Vertical LF:	1.90
Designed By:	RL	Fiber Stress Ht. Reduc:	No	Wind Pressure (psf):	4.00		
Latitude:	42.000117° N		Longitude:	70.078439° W		Elevation:	10'



Pole Capacity Utilization (%)	Height (ft)	Wind Angle (deg)
Maximum	55.7	182.7
Groundline	55.7	181.2
Vertical	3.4	265.0

Pole Moments (ft-lb)	Load Angle (deg)	Wind Angle (deg)
Max Cap Util	77,792	182.7
Groundline	77,792	181.2
GL Allowable	143,267	

Guy System Component Summary				Load From Worst Wind Angle on Pole		Individual Maximum Load With Overload Applied	
Description	Lead Length (ft)	Lead Angle (deg)	Height (ft)	Nominal Capacity (%)	Wind Angle (deg)	Max* Load Capacity (%)	Wind Angle (deg)
Single Helix Anchor	8.9	85.0		31.0	182.7	46.7	250.0
HS 3/8 (Down)			23.0	30.0	182.7	45.1	250.0
HS 3/8 (Down)			27.0	33.8	182.7	51.0	250.0
System Capacity Summary:				Adequate		Adequate	

Groundline Load Summary - Reporting Angle Mode: Load - Reporting Angle: 177.9°										
	Shear Load* (lbs)	Applied Load (%)	Bending Moment (ft-lb)	Applied Moment (%)	Pole Capacity (%)	Bending Stress (+/- psi)	Vertical Load (lbs)	Vertical Stress (psi)	Total Stress (psi)	Pole Capacity (%)
Powers	-212	-4.7	-6,387	-8.2	-4.5	-304	606	4	-299	-4.4
Comms	4,387	97.4	77,296	99.4	54.0	3,673	589	4	3,677	54.1
GuyBraces	-77	-1.7	-1,916	-2.5	-1.3	-91	8,846	60	-31	-0.5
GenericEquipments	66	1.5	1,532	2.0	1.1	73	416	3	76	1.1
Pole	251	5.6	4,861	6.3	3.4	231	3,050	21	252	3.7
Risers	41	0.9	1,002	1.3	0.7	48	135	1	49	0.7
Streetlights	46	1.0	1,227	1.6	0.9	58	142	1	59	0.9
Insulators	5	0.1	178	0.2	0.1	9	53	0	9	0.1
Pole Load	4,504	100.0	77,792	100.0	54.3	3,696	13,837	94	3,790	55.7
Pole Reserve Capacity			65,475		45.7	3,104			3,010	44.3

Load Summary by Owner - Reporting Angle Mode: Load - Reporting Angle: 177.9°										
	Shear Load* (lbs)	Applied Load (%)	Bending Moment (ft-lb)	Applied Moment (%)	Pole Capacity (%)	Bending Stress (+/- psi)	Vertical Load (lbs)	Vertical Stress (psi)	Total Stress (psi)	Pole Capacity (%)
Existing	-670	-14.9	-16,333	-21.0	-11.4	-776	10,099	68	-708	-10.4
Proposed	4,924	109.3	89,264	114.8	62.3	4,241	689	5	4,246	62.4
Pole	251	5.6	4,861	6.3	3.4	231	3,050	21	252	3.7
Totals:	4,504	100.0	77,792	100.0	54.3	3,696	13,837	94	3,790	55.7

Detailed Load Components:

Power	Owner	Height (ft)	Horiz. Offset (in)	Cable Diameter (in)	Sag at Max Temp (ft)	Cable Weight (lbs/ft)	Lead/Span Length (ft)	Span Angle (deg)	Wire Length (ft)	Tension (lbs)	Tension Moment* (ft-lb)	Offset Moment* (ft-lb)	Wind Moment* (ft-lb)	Moment at GL* (ft-lb)	
Primary	AAAC 123.3 KCM AZUSA	Existing	39.38	4.34	0.3980	4.43	0.115	165.0	335.0	165.3	551	-25,986	9	480	-25,498
Primary	AAAC 123.3 KCM AZUSA	Existing	39.38	4.34	0.3980	4.01	0.115	150.0	170.0	150.2	551	27,948	8	73	28,028
Secondary	TRIPLEX 1/0	Existing	32.50	7.23	1.0300	3.41	0.399	165.0	335.0	165.2	1,753	-68,256	29	574	-67,653
Secondary	TRIPLEX 1/0	Existing	32.50	7.23	1.0300	3.30	0.399	150.0	170.0	150.2	1,400	58,615	26	87	58,729
Totals:											-7,679	71	1,214	-6,394	

O-Calc® Pro Analysis Report

Comm	Owner	Height (ft)	Horiz. Offset (in)	Cable Diameter (in)	Sag at Max Temp (ft)	Cable Weight (lbs/ft)	Lead/Span Length (ft)	Span Angle (deg)	Wire Length (ft)	Tension (lbs)	Tension Moment* (ft-lb)	Offset Moment* (ft-lb)	Wind Moment* (ft-lb)	Moment at GL* (ft-lb)	
Telco	TELE 1.0	Existing	22.00	7.92	1.0000	2.52	0.400	165.0	335.0	165.0	4,416	-116,307	31	383	-115,893
Telco	TELE 1.0	Existing	22.00	7.92	1.0000	2.49	0.400	150.0	170.0	150.0	3,748	106,155	28	58	106,241
Telco	TELE 1.0	Proposed	18.00	8.18	1.0000	2.49	0.400	150.0	170.0	150.0	3,748	86,854	128	48	87,030
Totals:											76,701	187	489	77,378	

Generic Equipment	Owner	Height (ft)	Horiz. Offset (in)	Offset Angle (deg)	Rotate Angle (deg)	Unit Weight (lbs)	Unit Height (in)	Unit Depth (in)	Unit Diameter (in)	Unit Length (in)	Offset Moment* (ft-lb)	Wind Moment* (ft-lb)	Moment at GL* (ft-lb)	
Box	Elec. Meter	Proposed	8.50	8.80	335.0	0.0	15.00	19.00	5.00	--	10.00	-19	114	95
Box	Disconnect Switch	Proposed	10.00	8.30	335.0	0.0	17.00	12.60	4.20	--	8.80	-21	78	57
Box	Fiber Demarc	Proposed	15.50	7.54	335.0	0.0	3.00	12.30	3.40	--	3.00	-3	45	42
Box	Mounting Bracket	Proposed	25.00	23.22	210.0	0.0	58.00	3.00	36.00	--	5.00	181	73	254
Cylinder	Generic Equipment	Proposed	25.50	42.41	210.0	0.0	10.00	24.00	--	2.38	--	57	69	126
Cylinder	GQ2410/06621 Antenna	Proposed	26.50	43.60	210.0	0.0	18.00	24.90	--	10.00	--	105	302	407
Box	RRH 8843 H:28.0	Proposed	28.00	10.48	30.0	0.0	73.00	14.90	10.90	--	13.20	-103	409	306
Box	RRH 2205 H:26.5	Proposed	26.50	7.12	30.0	0.0	11.00	8.00	4.00	--	8.00	-11	115	105
Box	DIPLEXER H:26.5	Proposed	26.50	7.87	210.0	0.0	14.00	11.70	5.50	--	5.20	15	127	142
Totals:											202	1,332	1,533	

Riser	Owner	Height (ft)	Horiz. Offset (in)	Offset Angle (deg)	Rotate Angle (deg)	Unit Weight (lbs)	Unit Height (in)	Unit Depth (in)	Unit Diameter (in)	Unit Length (in)	Offset Moment* (ft-lb)	Wind Moment* (ft-lb)	Moment at GL* (ft-lb)	
2" U-Guard 140.0° H:38.5	2" U-Guard	Proposed	38.50	6.97	140.0	140.0	38.50	462.00	2.00	2.00	462.00	17	779	796
Existing Conduit 350.0° H:32.6	Existing Conduit	Existing	32.60	6.97	350.0	350.0	32.60	391.20	2.50	2.50	391.20	-18	226	207
Totals:											-1	1,004	1,003	

Streetlight	Owner	Height (ft)	Horiz. Offset (in)	Offset Angle (deg)	Rotate Angle (deg)	Unit Weight (lbs)	Unit Height (in)	Unit Depth (in)	Unit Diameter (in)	Unit Length (in)	Offset Moment* (ft-lb)	Wind Moment* (ft-lb)	Moment at GL* (ft-lb)	
Flood Light	Streetlight - 8 ft. Arm	Existing	23.00	5.35	255.0	255.0	75.00	24.00	20.00	3.00	96.00	180	1,048	1,228
Totals:											180	1,048	1,228	

Insulator	Owner	Height (ft)	Horiz. Offset (in)	Offset Angle (deg)	Rotate Angle (deg)	Unit Weight (lbs)	Unit Diameter (in)	Unit Length (in)	Offset Moment* (ft-lb)	Wind Moment* (ft-lb)	Moment at GL* (ft-lb)	
Pin	Pin Insulator - 22 kV	Existing	38.50	0.00	255.0	255.0	13.00	9.00	10.50	0	178	178
Bolt	Single Bolt	Existing	32.50	0.00	255.0	255.0	5.00	3.00	0.00	0	0	0
Bolt	Single Bolt	Existing	22.00	0.00	255.0	255.0	5.00	3.00	0.00	0	0	0
Bolt	Single Bolt	Proposed	18.00	0.00	170.0	170.0	5.00	3.00	0.00	0	0	0
Totals:										0	178	178

Guy Wire and Brace		Owner	Attach Height (ft)	End Height (ft)	Lead/Span Length (ft)	Wire Diameter (in)	Percent Solid (%)	Lead Angle (deg)	Incline Angle (deg)	Wire Weight (lbs/ft)	Rest Length (ft)	Stretch Length (in)
HS 3/8	Down	Existing	23.00	0.00	8.90	0.375	75.00	85.0	68.6	0.273	28.56	0.53
HS 3/8	Down	Existing	27.00	0.00	8.90	0.375	75.00	85.0	71.5	0.273	32.43	0.67

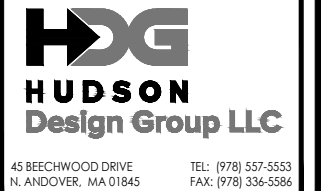
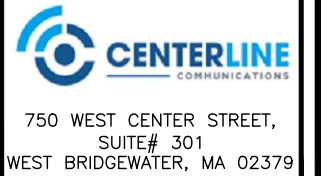
Guy Wire and Brace (Loads and Reactions)		Elastic Modulus (psi)	Rated Tensile Strength (lbs)	Guy Strength Factor	Allowable Tension (lbs)	Initial Tension (lbs)	Loaded Tension ² (lbs)	Maximum Tension ² (lbs)	Applied Tension ³ (lbs)	Vertical Load (lbs)	Shear Load In Guy Dir (lbs)	Shear Load At Report Angle (lbs)	Moment at GL ³ (ft-lb)
HS 3/8	Down	2.30e+7	10,800	0.90	9,720	700	4,387	3,988	2,919	2,717	1,066	-55	-916
HS 3/8	Down	2.30e+7	10,800	0.90	9,720	700	4,957	4,507	3,286	3,115	1,044	-54	-1,002
Totals:										5,832	2,110	-108	-1,918

Anchor/Rod Load Summary		Owner	Rod Length AGL (in)	Lead Length (ft)	Lead Angle (deg)	Strength of Assembly (lbs)	Anchor/Rod Strength Factor	Allowable Load (lbs)	Max Load ² (lbs)	Load at Pole MCU ³ (lbs)	Max Required Capacity ² (%)
Single Helix Anchor		Existing	18.00	8.90	85.0	20,000	1.00	20,000	9,341	6,202	46.7

Pole Buckling													
Buckling Constant	Buckling Column Height* (ft)	Buckling Section Height (% Buckling Col. Hgt.)	Buckling Section Diameter (in)	Minimum Buckling Diameter at GL (in)	Diameter at Tip (in)	Diameter at GL (in)	Modulus of Elasticity (psi)	Pole Density (pcf)	Ice Density (pcf)	Pole Tip Height (ft)	Buckling Load Capacity at Height (lbs)	Buckling Load Applied at Height (lbs)	Buckling Load Factor of Safety
0.71	23.89	33.41	12.66	5.87	8.68	13.71	1.60e+6	60.00	57.00	38.50	412,396	4069.67	29.41



Agenda Item: 2A7

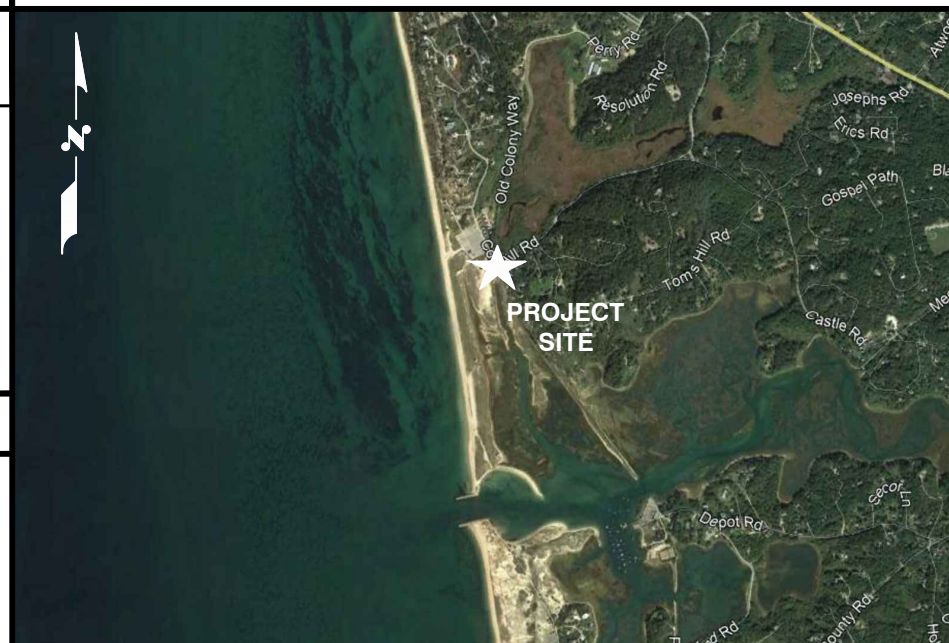


AT&T SITE ID: CRAN_CP_17_P20A
37 CORN HILL RD
TRURO, MA 02666

SHEET INDEX

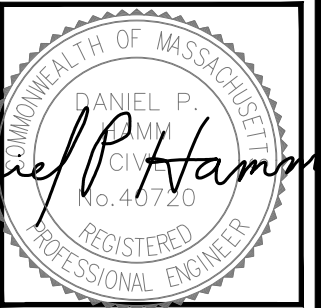
SHEET NO.	DESCRIPTION	REV.
T-1	TITLE SHEET	1
GN-1	GENERAL NOTES	1
A-1	KEY PLAN AND ELEVATION	1
A-2	EQUIPMENT DETAILS	1
E-1	ELECTRICAL & GROUNDING DETAILS	1

VICINITY MAP (NOT TO SCALE)



GENERAL NOTES

1. THIS DOCUMENT IS THE CREATION, DESIGN, PROPERTY AND COPYRIGHTED WORK OF AT&T. ANY DUPLICATION OR USE WITHOUT EXPRESS WRITTEN CONSENT IS STRICTLY PROHIBITED. DUPLICATION AND USE BY GOVERNMENT AGENCIES FOR THE PURPOSES OF CONDUCTING THEIR LAWFULLY AUTHORIZED REGULATORY AND ADMINISTRATIVE FUNCTIONS IS SPECIFICALLY ALLOWED.
2. THE FACILITY IS AN UNMANNED PRIVATE AND SECURED EQUIPMENT INSTALLATION. IT IS ONLY ACCESSED BY TRAINED TECHNICIANS FOR PERIODIC ROUTINE MAINTENANCE AND THEREFORE DOES NOT REQUIRE ANY WATER OR SANITARY SEWER SERVICE. THE FACILITY IS NOT GOVERNED BY REGULATIONS REQUIRING PUBLIC ACCESS PER ADA REQUIREMENTS.
3. CONTRACTOR SHALL VERIFY ALL PLANS AND EXISTING DIMENSIONS AND CONDITIONS ON THE JOB SITE AND SHALL IMMEDIATELY NOTIFY THE AT&T MOBILITY REPRESENTATIVE IN WRITING OF DISCREPANCIES BEFORE PROCEEDING WITH THE WORK OR BE RESPONSIBLE FOR SAME.
4. CONSTRUCTION DRAWINGS ARE VALID FOR SIX MONTHS AFTER ENGINEER OF RECORD'S STAMPED AND SIGNED SUBMITTAL DATE LISTED HEREIN.



CHECKED BY: AT

APPROVED BY: DPH

SUBMITTALS			
REV.	DATE	DESCRIPTION	BY
1	02/11/20	ISSUED FOR CONSTRUCTION	MR
A	01/17/20	ISSUED FOR REVIEW	MR

DO NOT SCALE DRAWINGS

CONTRACTOR SHALL VERIFY ALL PLANS AND EXISTING DIMENSIONS AND CONDITIONS ON THE JOB SITE AND SHALL IMMEDIATELY NOTIFY THE PROJECT OWNER'S REPRESENTATIVE IN WRITING OF DISCREPANCIES BEFORE PROCEEDING WITH THE WORK OR BE RESPONSIBLE FOR SAME.

PROJECT DESCRIPTION

1. INSTALLATION OF ANTENNA AND ASSOCIATED EQUIPMENT ON PROPOSED CLASS 1 UTILITY POLE.
2. THIS IS AN UNMANNED AND RESTRICTED ACCESS EQUIPMENT SITE AND WILL BE USED FOR THE TRANSMISSION OF RADIO SIGNALS FOR THE PURPOSE OF IMPROVING CELLULAR AND WIRELESS INTERNET SERVICE.
3. AT&T MAINTENANCE CREW (TYPICALLY ONE PERSON) WILL MAKE AN AVERAGE OF ONE TRIP PER MONTH AT ONE HOUR PER VISIT.

PROJECT SUMMARY

SITE ADDRESS: 37 CORN HILL RD
TRURO, MA 02666

COUNTY: BARNSTABLE

LATITUDE: 42.000117° N

LONGITUDE: 70.078439° W

POLE OWNER: EVERSOURCE

STRUCTURE TYPE: UTILITY POLE

POLE NUMBER: #82/15

ARCHITECT/ENGINEER: HUDSON DESIGN GROUP LLC
45 BEECHWOOD DRIVE
NORTH ANDOVER, MA 01845

DRIVING DIRECTIONS

FROM FRAMINGHAM, MA:

HEAD NORTHWEST TOWARD LEGGAT McCALL CONN. TURN LEFT ONTO LEGGAT McCALL CONN. CONTINUE ONTO BURR ST. TURN LEFT ONTO COCHITUATE RD. TAKE THE RAMP TO I-90 E/MASSPIKE W/SPRINGFIELD/BOSTON. KEEP RIGHT AT THE FORK, FOLLOW SIGNS FOR I-90 E/I-95/MASSPIKE/ BOSTON AND MERGE ONTO I-90 E/MASSPIKE. MERGE ONTO I-90 E/MASSPIKE (SIGNS FOR 90 E/I-95/BOSTON) TAKE EXIT 14 TOWARD N.H.-MAINE/I-95/MA-128 S. SHORE. KEEP LEFT TO CONTINUE TOWARD I-95 S/MA-128 S. KEEP RIGHT AT THE FORK, FOLLOW SIGNS FOR I-95 S/STATE ROUTE 128 S/CAPE COD/S SHORE AND MERGE ONTO I-95 S/MA-128 S. CONTINUE ONTO US-1 N. CONTINUE ONTO I-93 N/US-1 N. TAKE EXIT 7 FOR MA-3 S TOWARD CAPE COD. CONTINUE ONTO MA-3 S. CONTINUE ONTO MA-3 S/US-44 E. CONTINUE ONTO MA-3 S. CONTINUE ONTO US-6 E. AT THE TRAFFIC, TAKE THE 2ND EXIT AND STAY ON US-6 E. TURN LEFT ONTO CASTLE RD. TURN RIGHT ONTO CORN HILL RD.

CALL 811



WWW.DIGSAFE.COM
72 HOURS PRIOR
UNDERGROUND SERVICE ALERT

CLUSTER AND NODE NUMBER:
CRAN_CP_17_P20A

SITE ID:
CRAN_CP_17_P20A

SITE ADDRESS:
37 CORN HILL RD
TRURO, MA 02666
BARNSTABLE COUNTY

SHEET TITLE
TITLE SHEET

SHEET NUMBER
T-1

GENERAL NOTES

- FOR THE PURPOSE OF CONSTRUCTION DRAWING, THE FOLLOWING DEFINITIONS SHALL APPLY:
 CONTRACTOR – CENTERLINE
 SUBCONTRACTOR – GENERAL CONTRACTOR (CONSTRUCTION)
 OWNER – AT&T MOBILITY
- PRIOR TO THE SUBMISSION OF BIDS, THE BIDDING SUBCONTRACTOR SHALL VISIT THE CELL SITE TO FAMILIARIZE WITH THE EXISTING CONDITIONS AND TO CONFIRM THAT THE WORK CAN BE ACCOMPLISHED AS SHOWN ON THE CONSTRUCTION DRAWINGS. ANY DISCREPANCY FOUND SHALL BE BROUGHT TO THE ATTENTION OF CONTRACTOR.
- ALL MATERIALS FURNISHED AND INSTALLED SHALL BE IN STRICT ACCORDANCE WITH ALL APPLICABLE CODES, REGULATIONS, AND ORDINANCES. SUBCONTRACTOR SHALL ISSUE ALL APPROPRIATE NOTICES AND COMPLY WITH ALL LAWS, ORDINANCES, RULES, REGULATIONS, AND LAWFUL ORDERS OF ANY PUBLIC AUTHORITY REGARDING THE PERFORMANCE OF THE WORK. ALL WORK CARRIED OUT SHALL COMPLY WITH ALL APPLICABLE MUNICIPAL AND UTILITY COMPANY SPECIFICATIONS AND LOCAL JURISDICTIONAL CODES, ORDINANCES AND APPLICABLE REGULATIONS.
- DRAWINGS PROVIDED HERE ARE NOT TO BE SCALED AND ARE INTENDED TO SHOW OUTLINE ONLY.
- UNLESS NOTED OTHERWISE, THE WORK SHALL INCLUDE FURNISHING MATERIALS, EQUIPMENT, APPURTENANCES, AND LABOR NECESSARY TO COMPLETE ALL INSTALLATIONS AS INDICATED ON THE DRAWINGS.
- "KITTING LIST" SUPPLIED WITH THE BID PACKAGE IDENTIFIES ITEMS THAT WILL BE SUPPLIED BY CONTRACTOR. ITEMS NOT INCLUDED IN THE BILL OF MATERIALS AND KITTING LIST SHALL BE SUPPLIED BY THE SUBCONTRACTOR.
- THE SUBCONTRACTOR SHALL INSTALL ALL EQUIPMENT AND MATERIALS IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS UNLESS SPECIFICALLY STATED OTHERWISE.
- IF THE SPECIFIED EQUIPMENT CANNOT BE INSTALLED AS SHOWN ON THESE DRAWINGS, THE SUBCONTRACTOR SHALL PROPOSE AN ALTERNATIVE INSTALLATION SPACE FOR APPROVAL BY THE CONTRACTOR.
- SUBCONTRACTOR SHALL DETERMINE ACTUAL ROUTING OF CONDUIT, POWER AND T1 CABLES, GROUNDING CABLES AS SHOWN ON THE POWER, GROUNDING AND TELCO PLAN DRAWING. SUBCONTRACTOR SHALL UTILIZE EXISTING TRAYS AND/OR SHALL ADD NEW TRAYS AS NECESSARY. SUBCONTRACTOR SHALL CONFIRM THE ACTUAL ROUTING WITH THE CONTRACTOR.
- THE SUBCONTRACTOR SHALL PROTECT EXISTING IMPROVEMENTS, PAVEMENTS, CURBS, LANDSCAPING AND STRUCTURES. ANY DAMAGED PART SHALL BE REPAIRED AT SUBCONTRACTOR'S EXPENSE TO THE SATISFACTION OF OWNER.
- SUBCONTRACTOR SHALL LEGALLY AND PROPERLY DISPOSE OF ALL SCRAP MATERIALS SUCH AS COAXIAL CABLES AND OTHER ITEMS REMOVED FROM THE EXISTING FACILITY. ANTENNAS REMOVED SHALL BE RETURNED TO THE OWNER'S DESIGNATED LOCATION.
- SUBCONTRACTOR SHALL LEAVE PREMISES IN CLEAN CONDITION.
- ALL CONCRETE REPAIR WORK SHALL BE DONE IN ACCORDANCE WITH AMERICAN CONCRETE INSTITUTE (ACI) 301.
- ANY NEW CONCRETE NEEDED FOR THE CONSTRUCTION SHALL BE AIR-ENTRAINED AND SHALL HAVE 4000 PSI STRENGTH AT 28 DAYS. ALL CONCRETE WORK SHALL BE DONE IN ACCORDANCE WITH ACI 318 CODE REQUIREMENTS.
- ALL STRUCTURAL STEEL WORK SHALL BE DETAILED, FABRICATED AND ERECTED IN ACCORDANCE WITH AISC SPECIFICATIONS. ALL STRUCTURAL STEEL SHALL BE ASTM A36 (Fy = 36 ksi) UNLESS OTHERWISE NOTED. PIPES SHALL BE ASTM A53 TYPE E (Fy = 36 ksi). ALL STEEL EXPOSED TO WEATHER SHALL BE HOT DIPPED GALVANIZED. TOUCHUP ALL SCRATCHES AND OTHER MARKS IN THE FIELD AFTER STEEL IS ERECTED USING A COMPATIBLE ZINC RICH PAINT.
- CONSTRUCTION SHALL COMPLY WITH SPECIFICATIONS AND "GENERAL CONSTRUCTION SERVICES FOR CONSTRUCTION OF AT&T SITES."
- SUBCONTRACTOR SHALL VERIFY ALL EXISTING DIMENSIONS AND CONDITIONS PRIOR TO COMMENCING ANY WORK. ALL DIMENSIONS OF EXISTING CONSTRUCTION SHOWN ON THE DRAWINGS MUST BE VERIFIED. SUBCONTRACTOR SHALL NOTIFY THE CONTRACTOR OF ANY DISCREPANCIES PRIOR TO ORDERING MATERIAL OR PROCEEDING WITH CONSTRUCTION.

18. APPLICABLE BUILDING CODES:
 SUBCONTRACTOR'S WORK SHALL COMPLY WITH ALL APPLICABLE NATIONAL, STATE, AND LOCAL CODES AS ADOPTED BY THE LOCAL AUTHORITY HAVING JURISDICTION (AHJ) FOR THE LOCATION. THE EDITION OF THE AHJ ADOPTED CODES AND STANDARDS IN EFFECT ON THE DATE OF CONTRACT AWARD SHALL GOVERN THE DESIGN.

BUILDING CODE: MA STATE BUILDING CODE 780 CMR 9TH EDITION & IBC 2015
ELECTRICAL CODE: 2020 NATIONAL ELECTRICAL CODE (NFPA 70-2020)

SUBCONTRACTOR'S WORK SHALL COMPLY WITH THE LATEST EDITION OF THE FOLLOWING STANDARDS:

AMERICAN CONCRETE INSTITUTE (ACI) 318; BUILDING CODE REQUIREMENTS FOR STRUCTURAL CONCRETE;

AMERICAN INSTITUTE OF STEEL CONSTRUCTION (AISC)

MANUAL OF STEEL CONSTRUCTION, ASD, FOURTEENTH EDITION;

TELECOMMUNICATIONS INDUSTRY ASSOCIATION (TIA) 222-H, STRUCTURAL STANDARDS FOR ANTENNA SUPPORTING STRUCTURES AND ANTENNAS.

FOR ANY CONFLICTS BETWEEN SECTIONS OF LISTED CODES AND STANDARDS REGARDING MATERIAL, METHODS OF CONSTRUCTION, OR OTHER REQUIREMENTS, THE MOST RESTRICTIVE REQUIREMENT SHALL GOVERN. WHERE THERE IS CONFLICT BETWEEN A GENERAL REQUIREMENT AND A SPECIFIC REQUIREMENT, THE SPECIFIC REQUIREMENT SHALL GOVERN.

GROUNDING NOTES

- THE SUBCONTRACTOR SHALL REVIEW AND INSPECT THE EXISTING FACILITY GROUNDING SYSTEM AND LIGHTNING PROTECTION SYSTEM (AS DESIGNED AND INSTALLED) FOR STRICT COMPLIANCE WITH THE NEC (AS ADOPTED BY THE AHJ), THE SITE-SPECIFIC (UL, LPI, OR NFPA) LIGHTING PROTECTION CODE, AND GENERAL COMPLIANCE WITH ERICSSON AND TIA GROUNDING STANDARDS. THE SUBCONTRACTOR SHALL REPORT ANY VIOLATIONS OR ADVERSE FINDINGS TO THE CONTRACTOR FOR RESOLUTION.
- ALL GROUND ELECTRODE SYSTEMS (INCLUDING TELECOMMUNICATION, RADIO, LIGHTNING PROTECTION, AND AC POWER GES'S) SHALL BE BONDED TOGETHER, AT OR BELOW GRADE, BY TWO OR MORE COPPER BONDING CONDUCTORS IN ACCORDANCE WITH THE NEC.
- THE SUBCONTRACTOR SHALL PERFORM IEEE FALL-OF-POTENTIAL RESISTANCE TO EARTH TESTING (PER IEEE 1100 AND 81 STANDARDS) FOR NEW GROUND ELECTRODE SYSTEMS. THE SUBCONTRACTOR SHALL FURNISH AND INSTALL SUPPLEMENTAL GROUND ELECTRODES AS NEEDED TO ACHIEVE A TEST RESULT OF 5 OHMS OR LESS.
- METAL RACEWAY SHALL NOT BE USED AS THE NEC REQUIRED EQUIPMENT GROUND CONDUCTOR. STRANDED COPPER CONDUCTORS WITH GREEN INSULATION, SIZED IN ACCORDANCE WITH THE NEC, SHALL BE FURNISHED AND INSTALLED WITH THE POWER CIRCUITS TO BTS EQUIPMENT.
- EACH BTS CABINET FRAME SHALL BE DIRECTLY CONNECTED TO THE MASTER GROUND BAR WITH GREEN INSULATED SUPPLEMENTAL EQUIPMENT GROUND WIRES, #6 AWG STRANDED COPPER OR LARGER FOR INDOOR BTS AND #2 AWG STRANDED COPPER FOR OUTDOOR BTS.
- EXOTHERMIC WELDS SHALL BE USED FOR ALL GROUNDING CONNECTIONS BELOW GRADE.
- APPROVED ANTIOXIDANT COATINGS (I.E., CONDUCTIVE GEL OR PASTE) SHALL BE USED ON ALL COMPRESSION AND BOLTED GROUND CONNECTIONS.
- ICE BRIDGE BONDING CONDUCTORS SHALL BE EXOTHERMICALLY BONDED OR BOLTED TO GROUND BAR.
- ALUMINUM CONDUCTOR OR COPPER CLAD STEEL CONDUCTOR SHALL NOT BE USED FOR GROUNDING CONNECTIONS.
- MISCELLANEOUS ELECTRICAL AND NON-ELECTRICAL METAL BOXES, FRAMES AND SUPPORTS SHALL BE BONDED TO THE GROUND RING, IN ACCORDANCE WITH THE NEC.
- METAL CONDUIT SHALL BE MADE ELECTRICALLY CONTINUOUS WITH LISTED BONDING FITTINGS OR BY BONDING ACROSS THE DISCONTINUITY WITH #6 AWG COPPER WIRE UL APPROVED GROUNDING TYPE CONDUIT CLAMPS.
- ALL NEW STRUCTURES WITH A FOUNDATION AND/OR FOOTING HAVING 20 FT. OR MORE OF 1/2 IN. OR GREATER ELECTRICALLY CONDUCTIVE REINFORCING STEEL MUST HAVE IT BONDED TO THE GROUND RING USING AN EXOTHERMIC WELD CONNECTION USING #2 AWG SOLID BARE TINNED COPPER GROUND WIRE, PER NEC 250.50



550 COCHITUATE ROAD
 FRAMINGHAM, MA 01701



750 WEST CENTER STREET,
 SUITE# 301
 WEST BRIDGEWATER, MA 02379



45 BEECHWOOD DRIVE
 N. ANDOVER, MA 01845
 TEL: (978) 557-5553
 FAX: (978) 336-5586



CHECKED BY: AT

APPROVED BY: DPH

SUBMITTALS

REV.	DATE	DESCRIPTION	BY
1	02/11/20	ISSUED FOR CONSTRUCTION	MR
A	01/17/20	ISSUED FOR REVIEW	MR

CLUSTER AND NODE NUMBER:
 CRAN_CP_17_P20A

SITE ID:
 CRAN_CP_17_P20A

SITE ADDRESS:
 37 CORN HILL RD
 TRURO, MA 02666
 BARNSTABLE COUNTY

SHEET TITLE

GENERAL NOTES

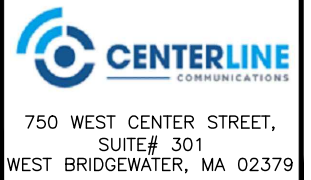
SHEET NUMBER

GN-1

ABBREVIATIONS

ABBREVIATION	DESCRIPTION	ABBREVIATION	DESCRIPTION	ABBREVIATION	DESCRIPTION
AGL	ABOVE GRADE LEVEL	EQ	EQUAL	REQ	REQUIRED
AWG	AMERICAN WIRE GAUGE	GC	GENERAL CONTRACTOR	RF	RADIO FREQUENCY
BBU	BATTERY BACKUP UNIT	GRC	GALVANIZED RIGID CONDUIT	TBD	TO BE DETERMINED
BTCW	BARE TINNED SOLID COPPER WIRE	MGB	MASTER GROUND BAR	TBR	TO BE REMOVED
BGR	BURIED GROUND RING	MIN	MINIMUM	TBRR	TO BE REMOVED AND REPLACED
BTS	BASE TRANSCEIVER STATION	P	PROPOSED	TYP	TYPICAL
E	EXISTING	NTS	NOT TO SCALE	UG	UNDER GROUND
EGB	EQUIPMENT GROUND BAR	RAD	RADIATION CENTER LINE (ANTENNA)	VIF	VERIFY IN FIELD
EGR	EQUIPMENT GROUND RING	REF	REFERENCE		

APPROXIMATE COORDINATES: LAT: 42.000117° N LONG: 70.078439° W



CHECKED BY: AT

APPROVED BY: DPH

SUBMITTALS			
REV.	DATE	DESCRIPTION	BY
1	02/11/20	ISSUED FOR CONSTRUCTION	MR
A	01/17/20	ISSUED FOR REVIEW	MR

CLUSTER AND NODE NUMBER:
CRAN_CP_17_P20A

SITE ID:
CRAN_CP_17_P20A

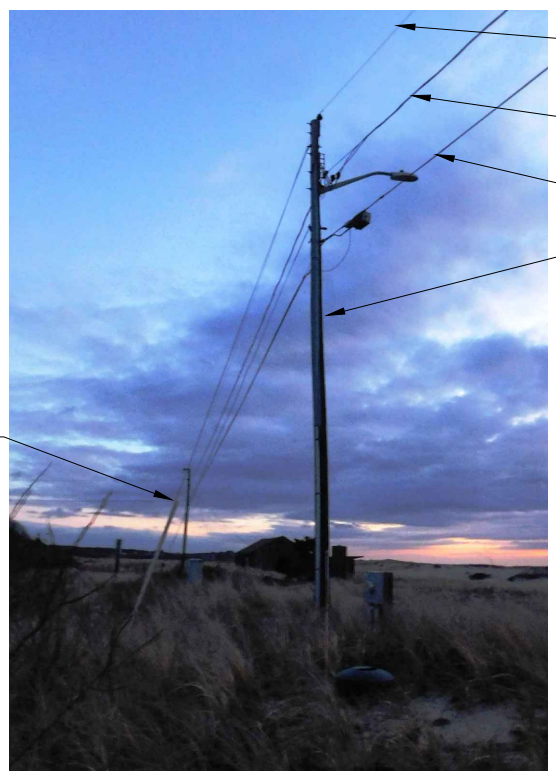
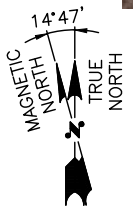
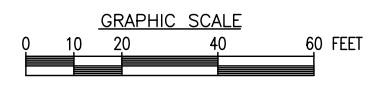
SITE ADDRESS:
37 CORN HILL RD
TRURO, MA 02666
BARNSTABLE COUNTY

SHEET TITLE
KEY PLAN AND ELEVATION

SHEET NUMBER
A-1



KEY PLAN
22x34 SCALE: 1"=20'
11x17 SCALE: 1"=40'



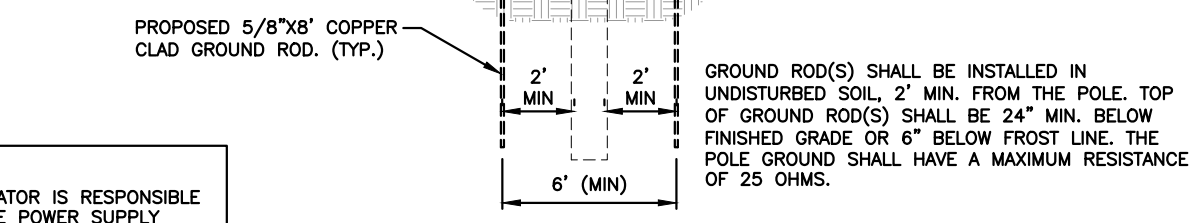
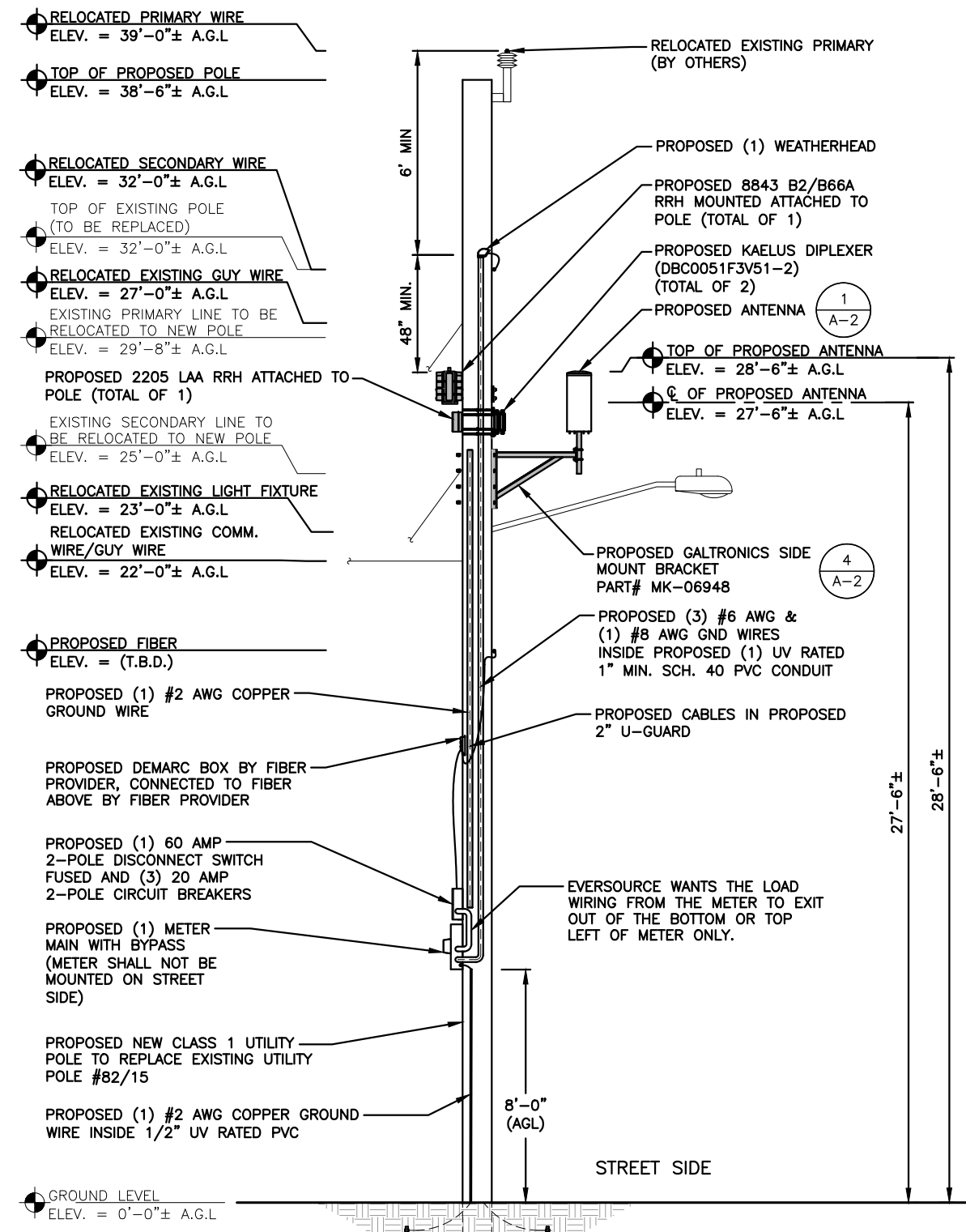
EXISTING CONDITIONS PHOTO DETAIL
SCALE: N.T.S.

2
A-1

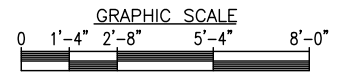
NOTE:
REFER TO STRUCTURAL ANALYSIS BY: HUDSON DESIGN GROUP, LLC, DATED: JANUARY 14, 2020, FOR THE CAPACITY OF THE STRUCTURE TO SUPPORT THE PROPOSED EQUIPMENT.

NOTE:
ALL EXISTING UTILITY POLE ATTACHMENTS AND FIXTURES ARE TO BE TRANSFERRED TO NEW POLE AT THE SAME HEIGHTS UNLESS OTHERWISE NOTED

NOTE:
1. THE WIRELESS COMMUNICATIONS OPERATOR IS RESPONSIBLE FOR PLACING A WARNING SIGN ON THE POWER SUPPLY COMMUNICATING THE RF EMISSIONS IN COMPLIANCE WITH THE CURRENT EDITION OF IEEE STANDARD C95.2. THIS SIGN MUST ALSO HAVE A 24-HOUR CONTACT PHONE NUMBER IN CASE OF EMERGENCY. THIS NUMBER MUST BE VISIBLE FROM THE GROUND.



ELEVATION
22x34 SCALE: 3/8"=1'-0"
11x17 SCALE: 3/16"=1'-0"



3
A-1



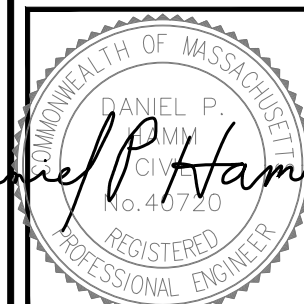
550 COCHITUATE ROAD
FRAMINGHAM, MA 01701



750 WEST CENTER STREET,
SUITE # 301
WEST BRIDGEWATER, MA 02379



45 BEECHWOOD DRIVE TEL: (978) 557-5553
N. ANDOVER, MA 01845 FAX: (978) 336-5586



Daniel P. Hamon

CHECKED BY: AT

APPROVED BY: DPH

SUBMITTALS			
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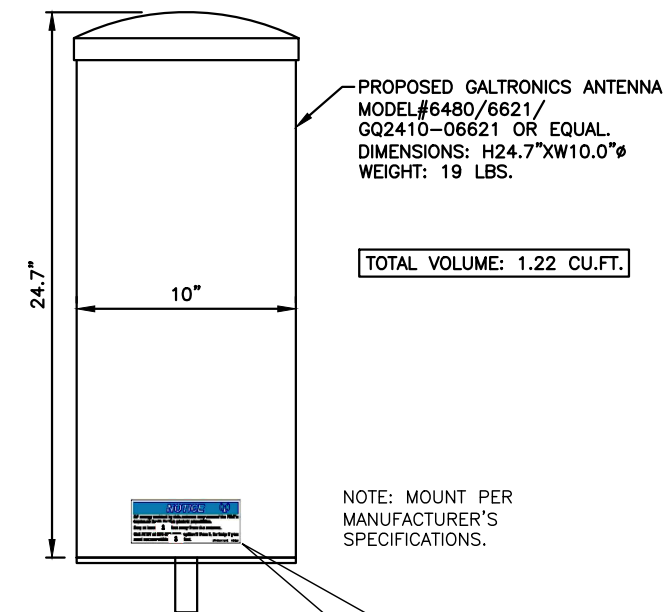
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SITE ID:
CRAN_CP_17_P20A

SITE ADDRESS:
37 CORN HILL RD
TRURO, MA 02666
BARNSTABLE COUNTY

SHEET TITLE
EQUIPMENT DETAILS

SHEET NUMBER
A-2



NOTICE

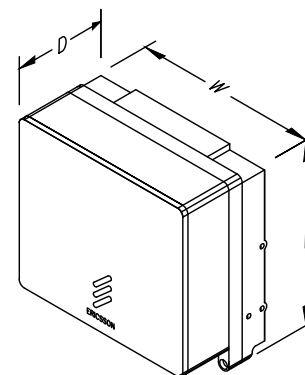
RF energy emitted by this antenna may exceed the FCC's exposure limits for the general population.
Stay at least **1** feet away from the antenna.
Call AT&T at 800-638-2822, option 9 then 3, for help if you need access within **1** feet.

STONEHOUSE SIGNS INC. P/N RD899
SIGN DIMENSIONS 2.5"x6.5"
TWO NOTICE STICKERS MUST BE PLACED OPPOSITE EACH OTHER ON THE ANTENNA

ANTENNA DETAIL

SCALE: N.T.S.

1
A-2



MODEL	QTY.	L	W	D	WGT.
2205	1	8.0"	8.0"	4.0"	11 LBS

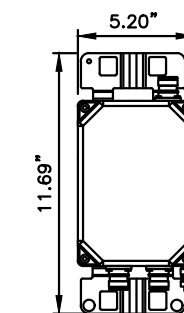
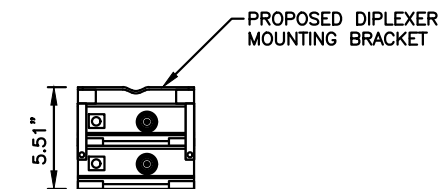
TOTAL VOLUME: 1.66 CU.FT.

NOTE: MOUNT PER MANUFACTURER'S SPECIFICATIONS.

RRH DETAIL

SCALE: N.T.S.

2
A-2

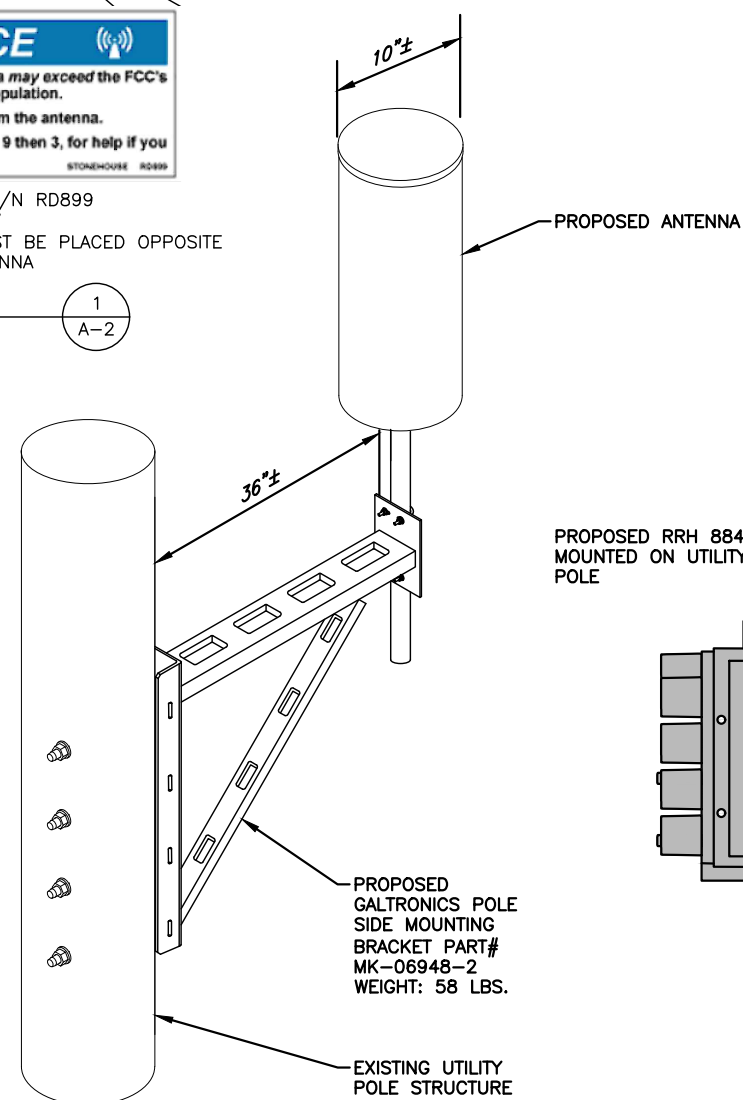


PROPOSED KAEIUS COMMSCOPE MODEL #DBC0051F3V51-2
DIMENSIONS: H11.69W6.22D5.51
WEIGHT: 7.5 LBS. SINGLE
14 LBS. DOUBLE

DIPLEXER DETAIL (AS REQUIRED)

SCALE: N.T.S.

3
A-2

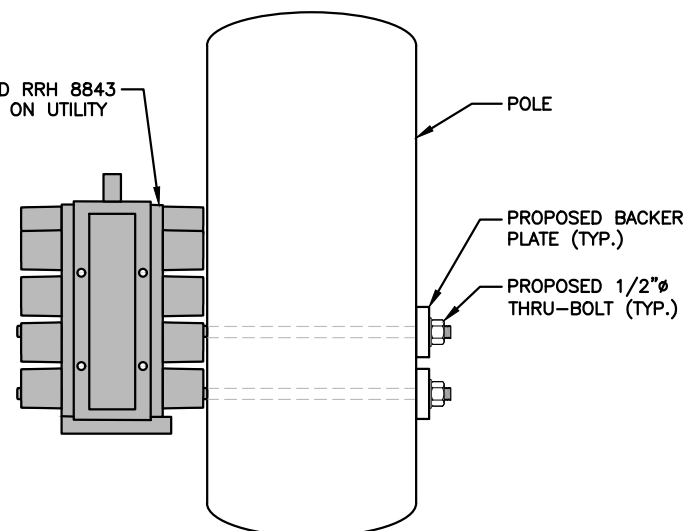


NOTE: MOUNT PER MANUFACTURER'S SPECIFICATIONS.

ANTENNA MOUNT DETAIL

SCALE: N.T.S.

4
A-2



MODEL	QTY	L	W	D	WGT.
8843	1	14.9"	13.2"	10.9"	73 LB

TOTAL VOLUME: 3.25 CU.FT.

NOTE: MOUNT PER MANUFACTURER'S SPECIFICATIONS.

RRH DETAIL

SCALE: N.T.S.

5
A-2

RRH 2205 & DIPLEXER MOUNTING DETAIL

SCALE: N.T.S.

6
A-2



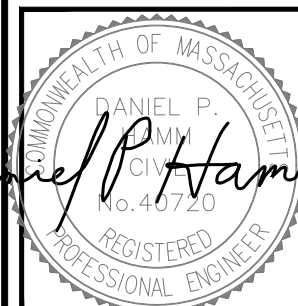
550 COCHITUATE ROAD
FRAMINGHAM, MA 01701



750 WEST CENTER STREET,
SUITE # 301
WEST BRIDGEWATER, MA 02379



45 BEECHWOOD DRIVE
N. ANDOVER, MA 01845
TEL: (978) 557-5553
FAX: (978) 336-5586



Daniel P. Hamon

CHECKED BY: AT

APPROVED BY: DPH

SUBMITTALS

REV.	DATE	DESCRIPTION	BY
1	02/11/20	ISSUED FOR CONSTRUCTION	MR
A	01/17/20	ISSUED FOR REVIEW	MR

CLUSTER AND NODE NUMBER:
CRAN_CP_17_P20A

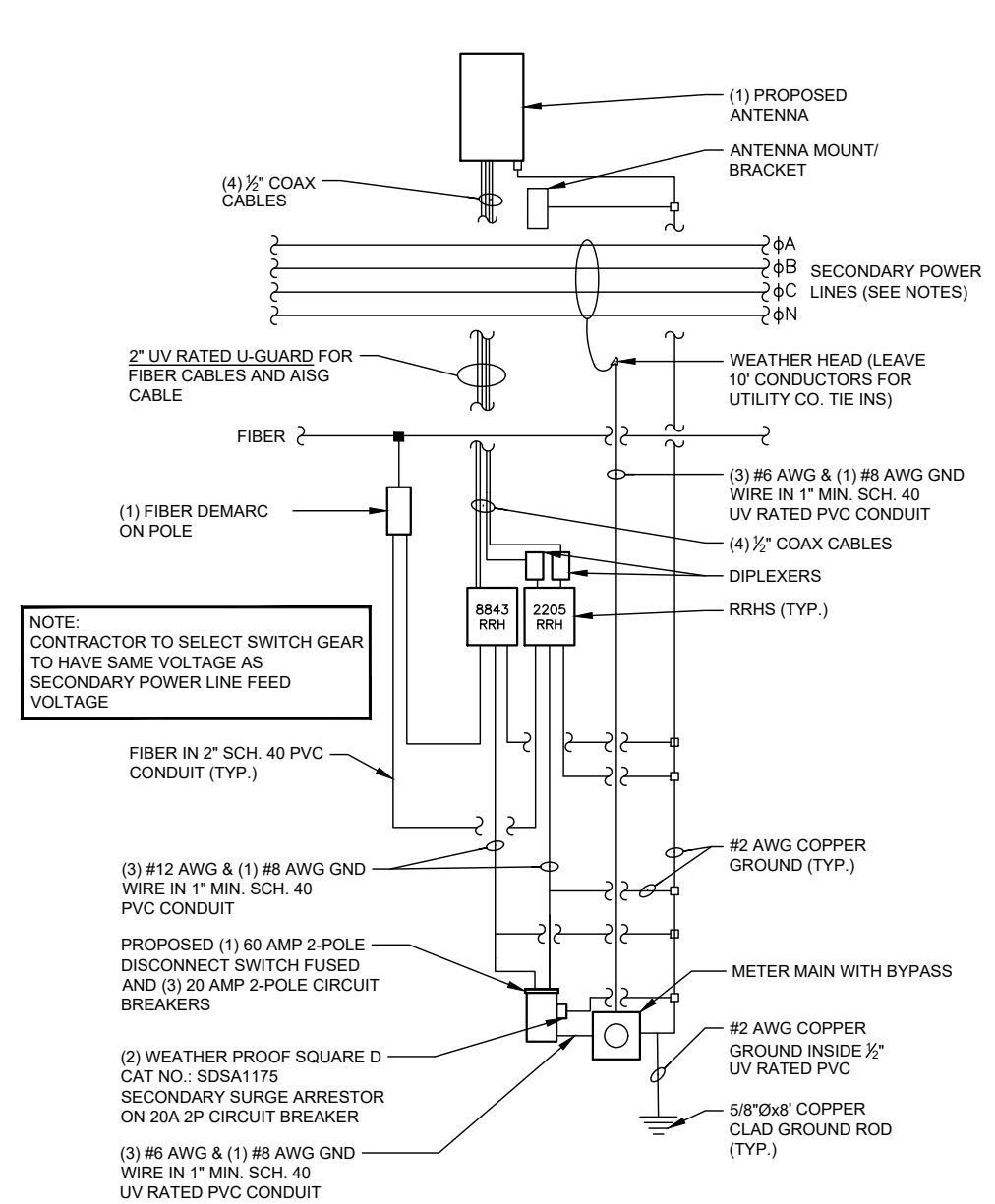
SITE ID:
CRAN_CP_17_P20A

SITE ADDRESS:
37 CORN HILL RD
TRURO, MA 02666
BARNSTABLE COUNTY

SHEET TITLE
ELECTRICAL &
GROUNDING DETAILS

SHEET NUMBER

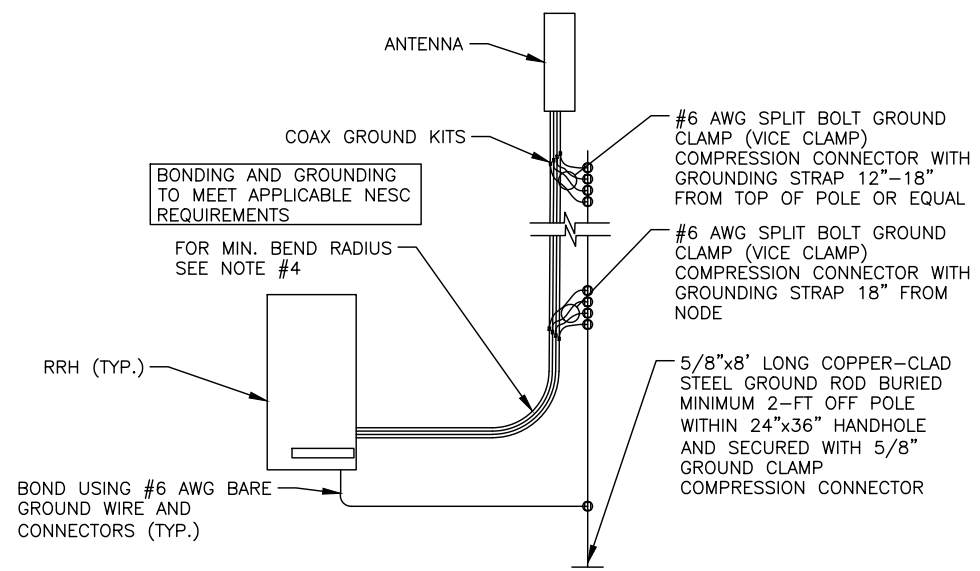
E-1



GENERAL WIRING DIAGRAM

SCALE: N.T.S

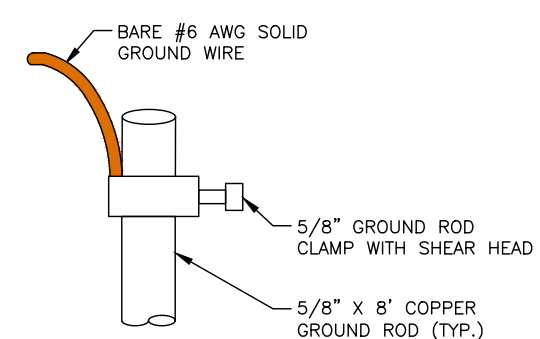
1
E-1



GROUNDING ONE LINE DIAGRAM

SCALE: N.T.S

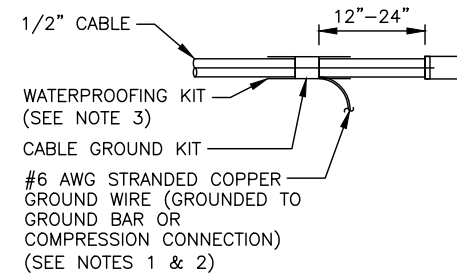
2
E-1



CONNECTION TO GROUND ROD

SCALE: N.T.S

3
E-1



ANTENNA CABLE GROUND KIT

SCALE: N.T.S

4
E-1

- NOTES:
- DO NOT INSTALL CABLE GROUND KIT AT A BEND AND ALWAYS DIRECT GROUND WIRE DOWN TO GROUND BAR, OR COMPRESSION CONNECTION.
 - GROUNDING KIT SHALL BE TYPE AND PART NUMBER AS SUPPLIED OR RECOMMENDED BY CABLE MANUFACTURER.
 - WEATHERPROOFING SHALL BE TWO-PART TAPE KIT, COLD SHRINK SHALL NOT BE USED.
 - MINIMUM BEND RADIUS OF A CONDUCTOR SHALL NOT BE BENT TO LESS THAN 12 TIMES OVERALL CONDUCTOR DIAMETER.



METER MAIN WITH BYPASS DETAIL

SCALE: N.T.S

5
E-1

USE MILBANK
MODEL NO.:
U2272-RL-5T9-BL
OR APPROVED EQUAL

RECEIVED AND RECORDED
1 2005 APR 25 A 10 57

BARNSTABLE COUNTY
REGISTRY OF DEEDS
JOHN F. HEADE

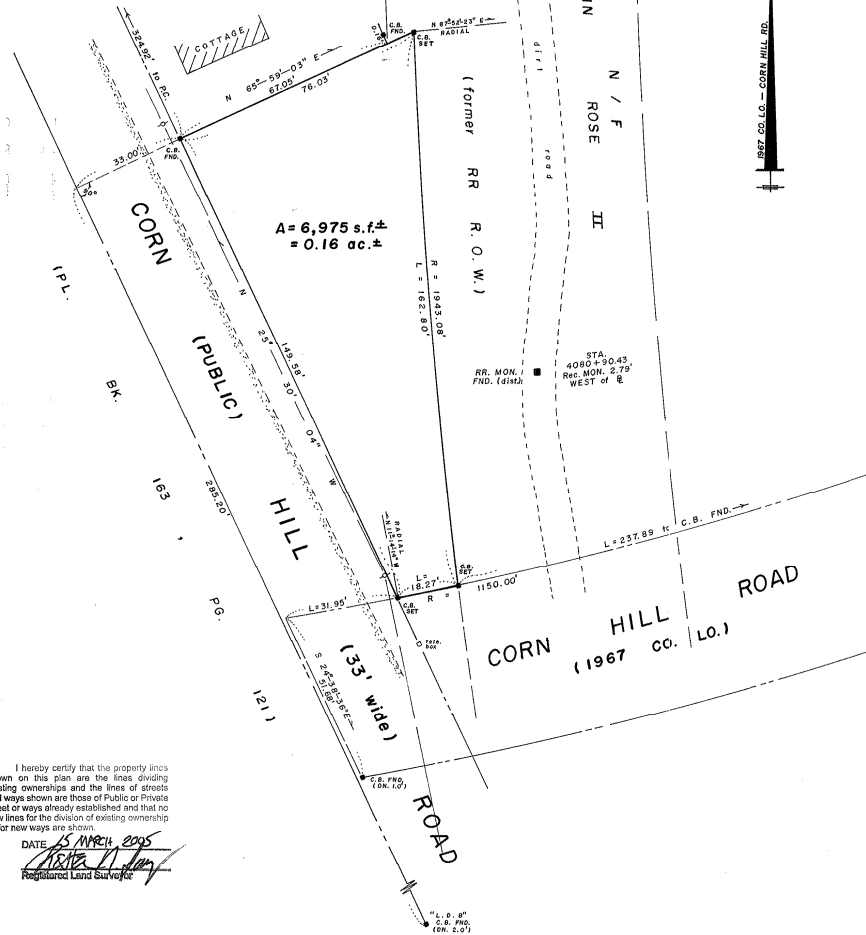
(PL. BK. 458, PG. 15)

FOR REGISTRY USE

I HEREBY CERTIFY THAT I HAVE CONFORMED
WITH THE RULES AND REGULATIONS OF THE
REGISTERS OF DEEDS IN PREPARING THIS
PLAN.

Richard B. Perry DATE 3-15-05
REGISTERED LAND SURVEYOR

598-92



PLAN OF LAND IN TRURO
made for _____

**STEPHEN R. PERRY
and
RICHARD B. PERRY**

SCALE: 1 IN. = 20 FT. MAR. 4, 2005
SLADE ASSOCIATES, INC. REG. LAND SURVEYORS
RTE. 6 & PINE PT. RD., WELLFLEET, MA. 02667



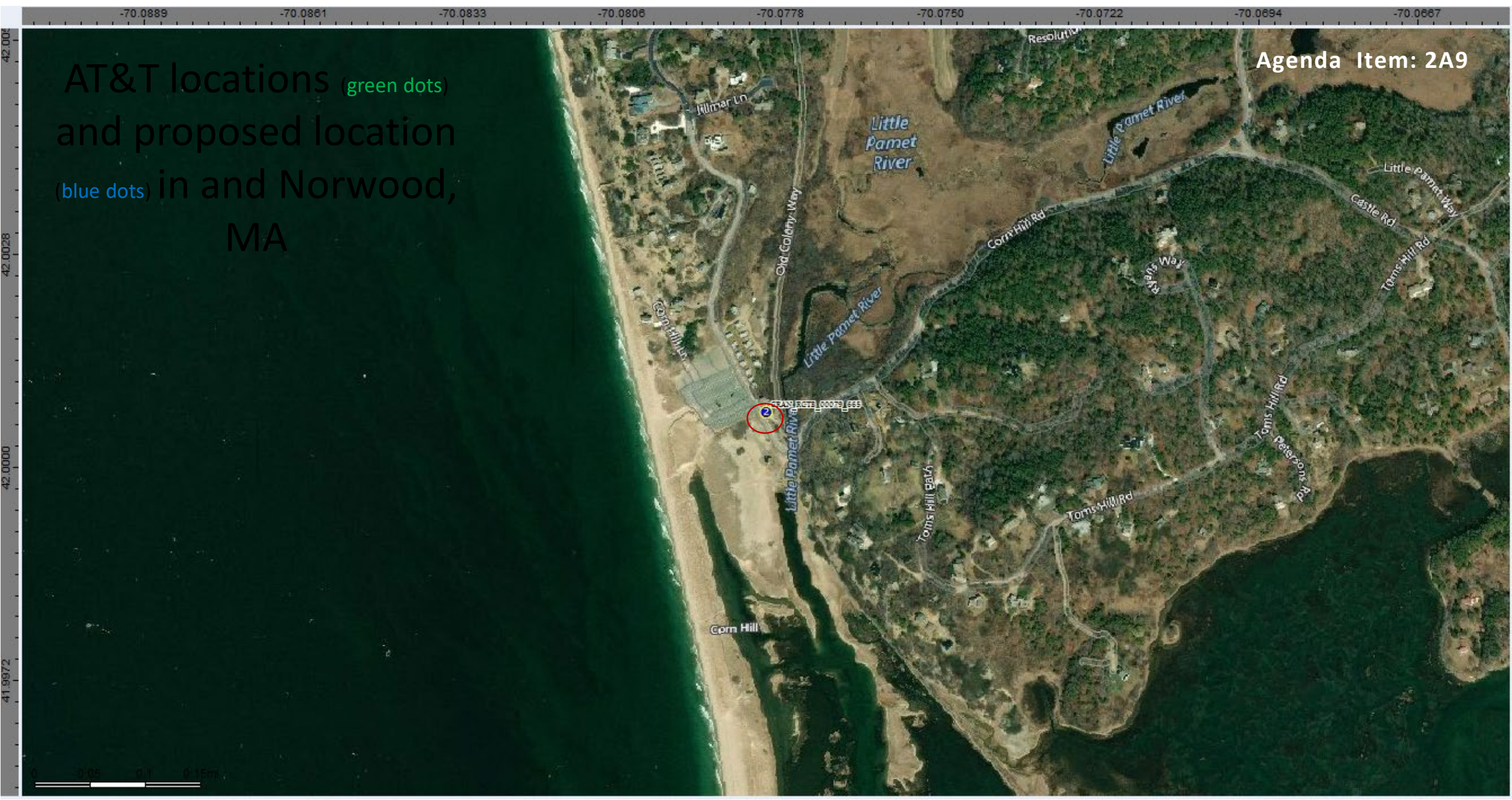
I hereby certify that the property lines
shown on this plan are the lines dividing
existing ownerships and the lines of streets
and ways shown are those of Public or Private
street or ways already established and that no
new lines for the division of existing ownership
or for new ways are shown.

DATE 15 MARCH 2005
Richard B. Perry
Registered Land Surveyor

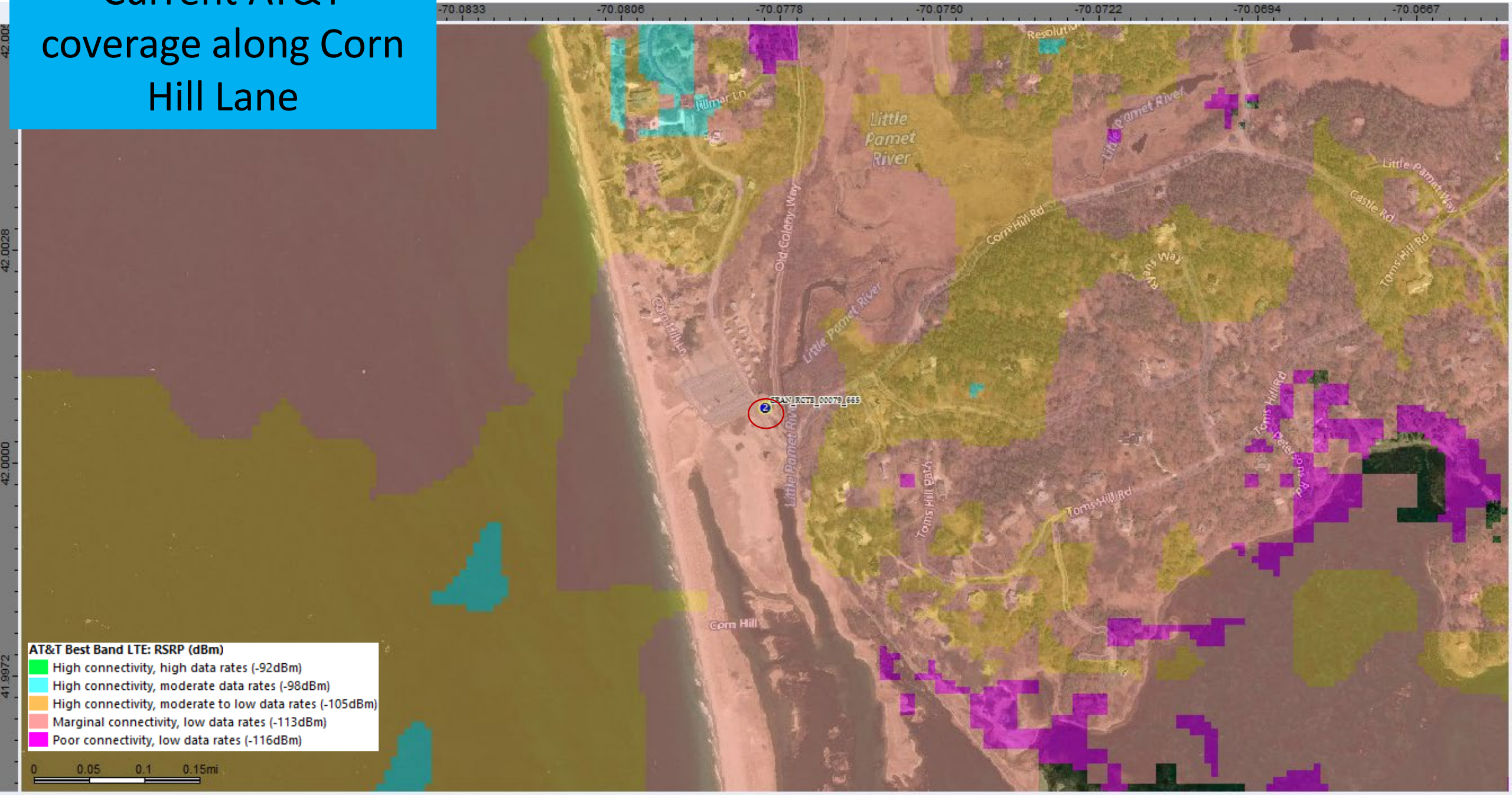
183C

AT&T locations (green dots)
and proposed location
(blue dot) in and Norwood,
MA

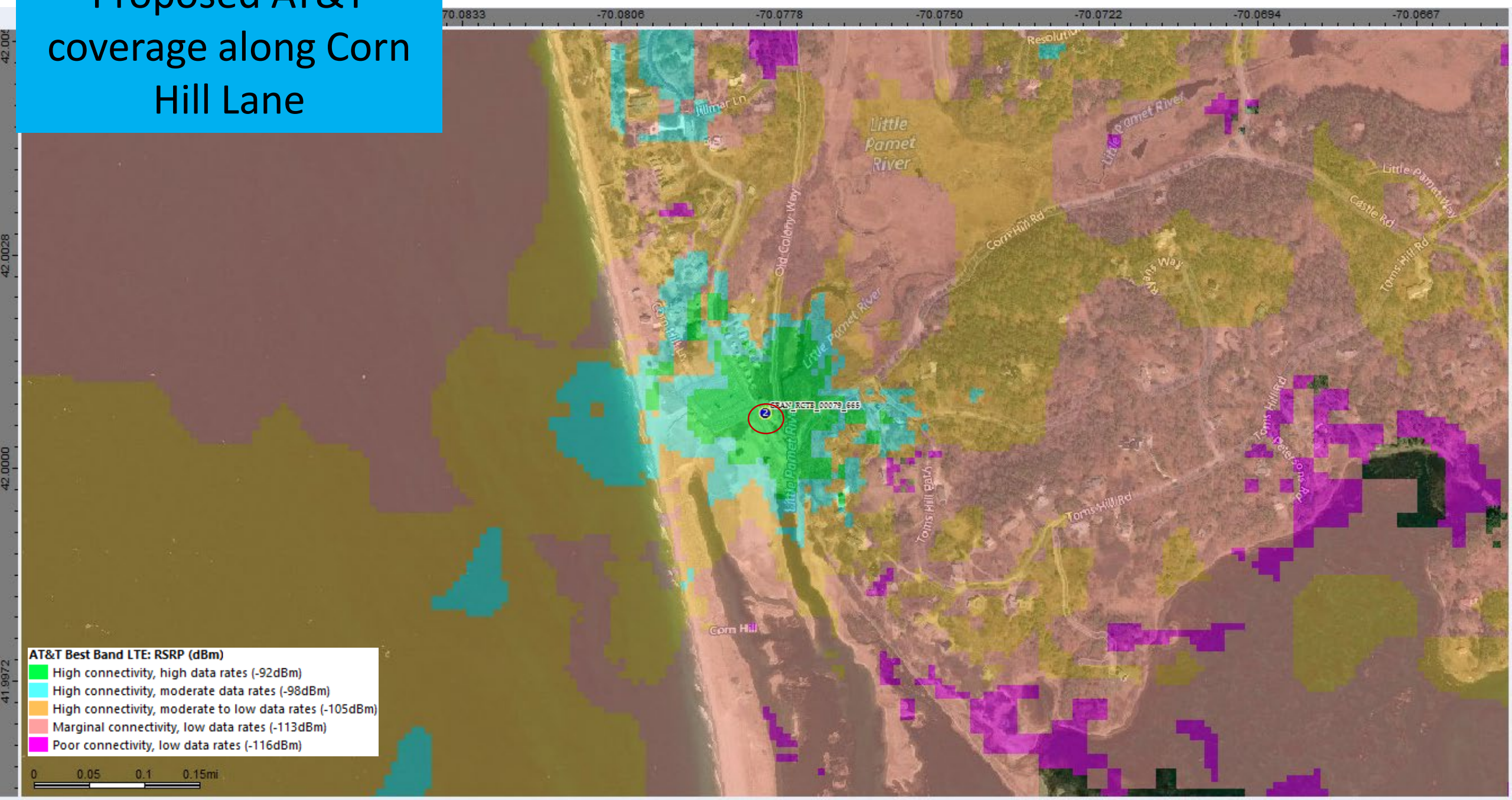
Agenda Item: 2A9



Current AT&T coverage along Corn Hill Lane

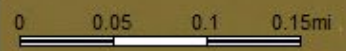


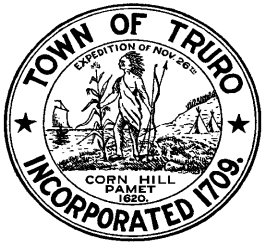
Proposed AT&T coverage along Corn Hill Lane



AT&T Best Band LTE: RSRP (dBm)

High connectivity, high data rates (-92dBm)
High connectivity, moderate data rates (-98dBm)
High connectivity, moderate to low data rates (-105dBm)
Marginal connectivity, low data rates (-113dBm)
Poor connectivity, low data rates (-116dBm)





TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: June 23, 2020

ITEM: Outer Cape Memorandum of Agreement for shorefront management planning project; final document ready for approval and signatures

EXPLANATION: The Outer Cape Towns (Eastham, Wellfleet, Truro and Provincetown) were awarded a joint Coastal Zone Management (CZM) Coastal Resiliency Grant in 2019. The project included forging an agreement between the 4 Towns to pursue the development of a shorefront management plan for the bayside shore. A Memorandum of Agreement was drafted to allow for the creation and implementation of uniform shoreline management policies and regulations that will extend along the 46 miles of Cape Cod Bay's eastern shoreline through the four communities. Through this Agreement, the four towns can work cooperatively and collaboratively to pursue uniform management principals and responsible stewardship relative to wetland resources, private and public properties, infrastructure, wildlife, fisheries, boating, and public access along this shoreline.

This MOA builds on the 2018 Intermunicipal Agreement signed by Eastham, Wellfleet, Truro and Provincetown for shared services, personnel and equipment. By adopting the proposed MOA, the individual participating towns retain authority over the resources and activities within its jurisdiction and agree to work with the group to seek funding for subsequent planning efforts.

Most of the planning effort will be paid for by State grant programs, or other applicable sources. Each town will also contribute one staff representative to serve on the project team to manage the grant application process and, if the grant requires, towns will contribute in-kind services and/or cash matches as necessary, with the approval of the each town's Select Board and Town Meeting appropriation.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: This is a grant deliverable.

SUGGESTED ACTION: *Motion to adopt the Outer Cape Memorandum of Agreement for Shoreline Management*

ATTACHMENTS:

1. MOA – 4 copies need to be signed.

MEMORANDUM OF AGREEMENT
Between the Towns of Provincetown, Truro, Wellfleet, and Eastham
TO PURSUE THE DEVELOPMENT OF AN INTER-MUNICIPAL
SHORELINE MANAGEMENT PLAN

This Memorandum of Agreement (MOA) dated _____, an addendum to the 2018 Provincetown, Truro, Wellfleet, and Eastham Inter-Municipal Agreement (IMA), by and between the Town of Provincetown, acting through its Select Board (hereinafter "Provincetown"), the Town of Truro, acting through its Select Board (hereinafter "Truro"), the Town of Eastham, acting through its Select Board (hereinafter "Eastham"), and the Town of Wellfleet, acting by and through its Select Board (hereinafter "Wellfleet"), is entered into pursuant to G.L, c. 40 "A, upon the following terms and conditions:

WHEREAS, in 2018 the towns of Provincetown, Truro, Wellfleet, and Eastham entered into an Inter-Municipal Agreement (IMA) under which any town may propose regionalizing services or make a request for assistance from another town for any public purpose, including but not limited to services performed by or through the departments of health and conservation and/or inspectional services; and

WHEREAS, the IMA recognized that the sharing of personnel and equipment under certain circumstances will increase each Town's ability to provide adequate and professional public services for their communities; and

WHEREAS, the eastern shoreline of the body of water known as Cape Cod Bay lies within the municipal boundaries of Provincetown, Truro, Wellfleet, and Eastham; and

WHEREAS, the length of said shoreline extending from Race Point in Provincetown to Rock Harbor in Eastham is defined by approximately 46 miles of barrier beaches, dunes, banks, tidal flats, land under the ocean and salt marsh as these terms are defined in the state Wetlands regulations (310 CMR 10.00); and

WHEREAS, these coastal wetland resource areas function together to promote the health and resiliency of the eastern Cape Cod Bay shoreline; and

WHEREAS, the Conservation Commission/Natural Resource Department staff of each town worked together to apply for and secure funding from the Massachusetts Office of Coastal Zone Management (CZM), or other applicable grant programs, to pursue the development of an Inter-Municipal Shoreline Management Plan (Plan) that promotes a uniform, natural systems-based approach for the management of the Eastern Cape Cod Bay shoreline; and

WHEREAS, it is the towns' desire to pursue a subsequent planning phase in which they will pursue implementation of uniform shoreline management policies and regulations along Cape Cod Bay's eastern shoreline.

NOW THEREFORE, in consideration of the mutual covenants contained herein, Provincetown, Truro, Wellfleet, and Eastham, hereby agree as follows:

I. Scope of Coverage

This MOA is adopted as an addendum to the 2018 IMA in which the undersigned towns agree to continue to work together to develop and implement an Inter-Municipal Shoreline Management Plan.

Specifically this MOA establishes the common goal to continue to pursue uniformly sound management principles and responsible stewardship relative to wetland resources, private and public properties, infrastructure, wildlife, fisheries, boating, and public access along this shoreline.

Each town participating in this planning effort shall retain authority over the resources and activities within its jurisdiction. The actions of the four towns shall coordinate, and not duplicate or compete with, the functions of existing regulatory and planning organizations in each of the undersigned towns as they pertain to the management eastern shoreline of Cape Cod Bay.

The towns agree to seek funding for subsequent planning efforts in accordance with the terms of this agreement.

II. Budgeting and Reporting

This planning effort shall be supported largely through funds obtained from Commonwealth grant programs, or other applicable sources. As a regional effort, the towns agree to partner in responses to applicable Grant opportunities and to name one staff person to represent the town as part of the project team overseeing the preparation of the application. One staff person shall be selected from the project team (one representative from each town) to manage the application process. If required by a grant process, the towns agree to provide in-kind services, and cash matches, as necessary, with the approval of the respective Select Boards and Town Meeting appropriations.

Upon the awarding of grant funds, a joint meeting with the project team and the Town Manager of each town shall be held to discuss project goals and requirements. The project team will meet monthly to oversee progress, facilitate inter-municipal communication, and otherwise ensure that the funded project is proceeding efficiently and on schedule. At a minimum, quarterly project status updates will be provided to the Town Managers by the project team.

III. Term

This Agreement shall take effect on the date written above and continue in effect for the term of the IMA, unless sooner terminated. It may be terminated by any party upon thirty (30) days written notice to the other parties.

IV. Miscellaneous

This Agreement is not intended to substitute or preclude any other agreements that may now or hereafter be in effect among the Towns, including the provision of mutual aid.

This Agreement may only be amended or modified by written document signed by the Select Board in each Town.

All notices, requests, demands and other communications hereunder shall be in writing and shall be deemed to have been duly given if delivered or mailed, postage prepaid, certified mail, return receipt requested or by electronic mail to:

The Town of Eastham
Town Administrator 2500 State Highway
Eastham, MA 02642
jbeebe@eastham-mh.gov

The Town of Provincetown Town. Manager
260 Commercial Street
Provincetown, MA 02657
dgardner@provincetown-ma.gov

The Town of Truro
Town Manager
24 Town Hall Road
Truro, MA 02666
rpalmer@truro-ma.gov

The Town of Wellfleet
Town Administrator
300 Main Street
Wellfleet, MA 02667
Dan.hoort@wellfleet-ma.gov

This Agreement shall be governed in accordance with the laws of the Commonwealth of Massachusetts and any dispute hereunder shall be directed to the appropriate court within Barnstable County.

If any provision, section, phrase or word contained herein is determined by a court of competent jurisdiction to be unenforceable, for any reason, or beyond the scope of the statutory provisions of Chapter 40, Section 4A of the General Laws, as amended, then it is the intention of the parties that, for public purposes, the remaining provisions thereof shall continue in full force and effect.

Executed as a sealed instrument as of the day and year first written above.

Signature page to follow.

TOWN of EASTHAM
By its Select Board

TOWN of PROVINCETOWN
By its Select Board

TOWN of TRURO
By its Select Board

TOWN of WELLFLEET
By its Select Board



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Jeffrey Ribeiro, Town Planner

REQUESTED MEETING DATE: June 23, 2020

ITEM: Review and Discussion of an Outdoor Seating Application

EXPLANATION: On June 1, 2020 Governor Baker issued an order clarifying the progression of the Commonwealth's phased workforce re-opening plan which outlines the preparations and accommodation for outdoor restaurant dining services. The order provides that "a city or town may approve requests for expansion of outdoor table service, including in the description of licensed premises...Prior to such approval, the mayor, select board, or chief executive as established by charter or special act, shall establish the process for approving such requests." The Board's approval is temporary, lasting until November of this year under the current order.

FINANCIAL SOURCE (IF APPLICABLE): n/a

IMPACT IF NOT APPROVED: Restaurants that do not currently have outdoor seating will not be able to open for on-premises dining.

SUGGESTED ACTION: *MOTION TO approve and adopt the policies and procedures as drafted.*

ATTACHMENTS:

1. Draft Policy and Form, Temporary Outdoor Dining Areas in Accordance with COVID-19 Order No. 35



Planning Department

Town of Truro

24 Town Hall Road
Truro, MA 02666
(508) 349-7004

To: Truro Select Board
Rae Ann Palmer, Town Manager

From: Jeffrey Ribeiro, Town Planner

Date: June 12, 2020

Subject: Draft Policy/Procedure – Outdoor Seating

Background:

On June 1, 2020 Governor Baker issued an order clarifying the progression of the Commonwealth's phased workforce re-opening plan which outlines the preparations and accommodation for outdoor restaurant dining services.

The order provides that "a city or town may approve requests for expansion of outdoor table service, including in the description of licensed premises...Prior to such approval, the mayor, select board, or chief executive as established by charter or special act, shall establish the process for approving such requests."

The Board can approve outdoor seating regardless of whether or not prior approvals (such as under the Zoning Bylaws) allowed it. The Board's approval is temporary, lasting until November of this year under the current order.

No formal action is requested at this time. To facilitate an expedited process for businesses, staff asks that you review and comment the draft policy/procedure and associated form. If viewed favorably, staff will prepare the form for adoption at your next regular meeting and may schedule review of applications then as well if received. This would provide the opportunity for some businesses to have their approval in advance of the Fourth of July holiday.



Select Board

Town of Truro

24 Town Hall Road
Truro, MA 02666
(508) 349-7004

Policy of the Truro Select Board

Temporary Outdoor Dining Areas in Accordance with COVID-19 Order No. 35

In accordance with Governor Baker's COVID-19 Order No. 35, the Select Board of the Town of Truro hereby issues the following policy to create an expedited process to enable food service establishments to expand their premises to accommodate the service of food and alcohol in designated outdoor areas.

For purposes of this policy, the term "Restaurant" shall apply to any facility with a Common Victualler License and Food Permit authorizing the consumption for food and drink on the premises of the establishment.

Only restaurants currently authorized to serve alcoholic beverages in their indoor premises may apply for permission to use outdoor areas for the service of alcohol through this procedure, otherwise, service shall be limited to food only.

This policy shall remain in effect until November 1, 2020, unless sooner revoked or modified by the Board. The use of any outdoor dining space approved in accordance with this policy shall cease on or before the close of business on November 1, 2020, unless sooner revoked or modified.

Nothing herein shall be deemed to prevent a restaurant from permanently expanding its premises through the normal statutory procedures, subject to any applicable zoning or other restrictions.

PROCEDURES AND RULES

1. Restaurants with permits that have designated outdoor areas may continue to use those areas and are not subject to the procedures in this Policy provided that they comply with all applicable laws concerning the service of food and drink at their establishment and all applicable laws.
2. Restaurants wishing to expand their premises to include outdoor dining areas shall make written application to the Select Board, through the office of the Town Manager, and

shall receive the approval of the Building Commissioner, Health Agent, Fire Chief, and Police Chief prior to using any outdoor dining space.

3. The application shall include a plan showing the location of the proposed dining area, the size of the dining area, the number of seats and tables that will be located in the dining area, a completed Restaurants MA COVID-19 Checklist, Social Distancing portion, and any other information as required. Plans do not have to be prepared by a licensed design professional but must be dimensioned sufficiently to evidence adherence to all applicable rules and regulations.
4. Approval to use an outdoor dining area shall not result in an increase in the number of seats authorized for the premises such that the number of seats permitted inside the establishment shall be reduced by the number of seats allowed outside the establishment.
5. Outdoor dining areas may be located outside the restaurant building envelope, whether on a sidewalk, patio, deck, lawn, parking area, or other outdoor space provided that if a parking lot is used there shall be no reduction in handicapped accessible parking spaces.
6. The applicant shall demonstrate a legal right of access to use the proposed outdoor space either through ownership, lease, or written permission of the owner. Outdoor dining may be allowed on public sidewalks, within the Town's public right of way, or on any other Town-owned property only if approved by the Select Board in writing and in accordance with the terms of a license to use Town property.
7. The applicant shall demonstrate that the outdoor area is adequately insured either through a separate insurance policy or coverage under an existing policy.
8. No outdoor entertainment, including live or recorded music, will be allowed in the outdoor area unless the applicant already has an entertainment license allowing such entertainment.
9. The outdoor area shall physically abut the primary premises such that wait staff and patrons shall not have to cross streets, private property, or parking lots to access the outdoor area and must be clearly visible by management from inside the establishment unless the licensee dedicates management personnel to the area.
10. The outdoor area shall be physically designated with ropes, fencing, or other barriers, and the restaurant shall be responsible for ensuring that there is no consumption of food or alcohol outside of the designated area. Barriers in parking areas shall be sufficient to deter vehicular movement, such as through curb stops, large planters, etc.
11. The outdoor area may be provided under awnings or table umbrellas or other cover from the elements provided that at least 50 percent of the perimeter of any covered dining space must remain open and unobstructed by any form of siding or barriers at all times. Any tents or coverings must adhere to all applicable building or fire codes.
12. Specifications for any outdoor heating devices must be provided, and heaters must be shown on the plans provided. Outdoor heating must comply with applicable fire codes.
13. The outdoor area shall comply with all requirements of the Americans with Disabilities Act and applicable regulations of the Massachusetts Architectural Access Board.

14. The Restaurant shall comply with and enforce all rules, orders, and guidance of the Governor, the Department of Public Health, and the Town relative to COVID-19 safety measures including but not limited to any applicable regulations of the Alcoholic Beverages Control Commission and the Massachusetts Department of Health COVID-19 Safety Standards for Restaurants, as may be amended from time-to-time. The standards are currently available at the following link: <https://www.mass.gov/info-details/safety-standards-and-checklist-restaurants>
15. The Restaurant shall be solely responsible for sanitizing the tables and chairs after each use, cleaning the outdoor area, and securing tables, chairs, and equipment when the area is not in use.
16. All other regulations and permit conditions including hours of operation shall remain in effect, and the outdoor areas shall be subject to inspection by agents of the Select Board and Board of Health. Once approved, the conditions set forth in this policy shall become part of the licenses and permits for the restaurant and any violations shall be considered a violation of the terms of said licenses and permits.
17. The Building Commissioner or Health Agent may suspend or revoke any approval for use of outdoor space if it finds that the proposed outdoor space does not comply with the requirements of this policy or any other applicable law, including but not limited to the orders and guidance of the Governor, the Department of Public Health, and the Board of Health, or if the use of the outdoor spaces poses a threat to public health, safety or welfare, or if the seating plan is likely to cause unreasonable impacts to the neighborhood.
18. The Select Board reserves the right to impose additional requirements on a case-by-case basis as may be necessary to protect public health, safety, and welfare.



Select Board

Town of Truro

24 Town Hall Road
Truro, MA 02666
(508) 349-7004

Application for Temporary Outdoor Dining Areas in Accordance with COVID-19 Order No. 35

BASIC INFORMATION

1. Business name: _____
2. Business address: _____
3. Business phone number: _____
4. Owner/manager: _____
5. Owner/manager email address: _____
6. 24-hour contact number: _____
7. Property Owner: _____
8. Business hours of operation: _____
9. Proposed seating capacity and occupancy: _____
10. Will you be serving alcohol in the outdoor dining area? YES NO

REQUIRED DOCUMENTS

- Letter of Permission (if applicable) – If the proposed seating area is not owned by the restaurant, submit a letter of permission from the owner of the proposed seating area indicating permission to use it for outdoor dining.
- Letter(s) of Acknowledgement (if applicable) – If other businesses and/or residents share the use of the proposed seating area, submit letter(s) of acknowledgement of this plan from all other users.
- Plan – Submit a drawing showing the proposed outdoor dining area, including:
 - a. Streets, property lines, and structures on the property;

- b. Parking areas, with total number of spaces;
- c. Locations of curb cuts to the parking lot;
- d. Changes to traffic patterns or parking configurations, including alternate parking (if applicable);
- e. Layout and dimensions of proposed seating area;

Include tables and chairs, host/bussing stations, walkways, and entrances and exits, with labels. Tables must be spaced to keep patrons 6' apart from other diners and high traffic areas (i.e. routes to bathrooms, entrances, etc.). Distancing should be measured from the back of one chair to the back of the chair at the next table. Include table dimensions and the number of seats (max. 6 seats per table). The outdoor dining area and barriers must be accessible and meet ADA and Massachusetts AAB regulations.

- f. Locations and specifications/photos of barriers to enclose the seating area; and
- g. Locations and specifications/photos of any outdoor lighting, overhead coverings, and/or heating devices.

Tents and heaters must be approved by the Building and Fire Departments.

Signature of Applicant

Date

Print Name

COMPLETED BY TOWN STAFF

Received by Town Clerk:

Approved by:

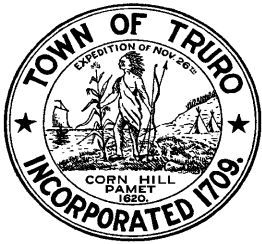
Building Commissioner _____ Date: _____

Health Agent _____ Date: _____

Fire Chief _____ Date: _____

Police Chief _____ Date: _____

Select Board _____ Date: _____



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Ave Rosenthal, Owner and Manager, Avenue D, Inc.

REQUESTED MEETING DATE: June 23, 2020

ITEM: Approval of Temporary Outdoor Dining Area – Avenue D (wine/malt bar), 14 Truro Center Road Unit C

EXPLANATION: Ave Rosenthal, Owner and Manager of Avenue D Inc., d/b/a Avenue D, located at 14 Truro Center Road Unit C, is requesting the ability to use the deck at the rear of the property for food and wine/malt service per the Town policy regarding temporary outdoor dining areas adopted in accordance with COVID-19 Order No. 35 issued by Gov. Baker on June 1, 2020. Pursuant to the order, the approval shall only be in place until November 1, 2020 unless otherwise modified and approved by the Select Board.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The Avenue D wine/malt bar was limited to indoor seating by the Truro Planning Board during permitting and therefore is prohibited from using the existing deck as a dining/service area unless approve by the Board. This also means the business would not be able to open until such time the Governor lifts restrictions on indoor dining at restaurants imposed during the COVID-19 State of Emergency.

SUGGESTED ACTION: **MOTION TO** *approve the request by Ave Rosenthal on behalf of Avenue D, Inc. for the use of the deck at the rear of the Avenue D wine/malt bar located at 14 Truro Center Road Unit C for food and wine/malt service per the Town of Truro's policy regarding temporary outdoor dining areas adopted in accordance with COVID-19 Order No. 35 subject to the following condition(s):*

- 1) *Favorable review, as indicated by the process, by Town Staff.*
- 2) *The use of such space shall cease on or before the close of business on November 1, 2020, unless sooner revoked or modified.*

ATTACHMENTS:

1. Application for a Temporary Outdoor Dining Area



Select Board

Town of Truro

24 Town Hall Road
Truro, MA 02666
(508) 349-7004

Application for Temporary Outdoor Dining Areas in Accordance with COVID-19 Order No. 35

BASIC INFORMATION

1. Business name: Avenue D, Inc.
2. Business address: 14C Truro Center Road
3. Business phone number: 508-237-4034
4. Owner/manager: Ave D. Rosenthal
5. Owner/manager email address: avedenise@gmail.com
6. 24-hour contact number: 508-237-4034
7. Property Owner: Atlantis, Inc.
8. Business hours of operation: 3:00 PM to 10:00 PM
9. Proposed seating capacity and occupancy: 14 outdoor seats - Total occupancy outdoors 14
10. Will you be serving alcohol in the outdoor dining area? YES NO

REQUIRED DOCUMENTS

Letter of Permission (if applicable) – If the proposed seating area is not owned by the restaurant, submit a letter of permission from the owner of the proposed seating area indicating permission to use it for outdoor dining.

Letter(s) of Acknowledgement (if applicable) – If other businesses and/or residents share the use of the proposed seating area, submit letter(s) of acknowledgement of this plan from all other users.

Plan – Submit a drawing showing the proposed outdoor dining area, including:

- a. Streets, property lines, and structures on the property;

- b. Parking areas, with total number of spaces;
- c. Locations of curb cuts to the parking lot;
- d. Changes to traffic patterns or parking configurations, including alternate parking (if applicable);
- e. Layout and dimensions of proposed seating area;

Include tables and chairs, host/bussing stations, walkways, and entrances and exits, with labels. Tables must be spaced to keep patrons 6' apart from other diners and high traffic areas (i.e. routes to bathrooms, entrances, etc.). Distancing should be measured from the back of one chair to the back of the chair at the next table. Include table dimensions and the number of seats (max. 6 seats per table). The outdoor dining area and barriers must be accessible and meet ADA and Massachusetts AAB regulations.

- f. Locations and specifications/photos of barriers to enclose the seating area; and
- g. Locations and specifications/photos of any outdoor lighting, overhead coverings, and/or heating devices.

Tents and heaters must be approved by the Building and Fire Departments.

Ave D Rosenthal
Signature of Applicant

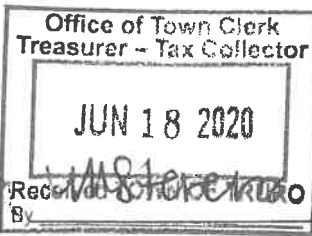
6/18/2020
Date

Ave D. Rosenthal, President
Print Name

COMPLETED BY TOWN STAFF

Received by Town Clerk:

Approved by:



Building Commissioner

Date: _____

Health Agent

Date: _____

Fire Chief

Date: _____

Police Chief

Date: _____

Select Board

Date: _____

June 18, 2020

Avenue D, Inc.
14C Truro Center Road
Truro, MA 02666


Attn: Ave D. Rosenthal, President

Dear Ms. Rosenthal:

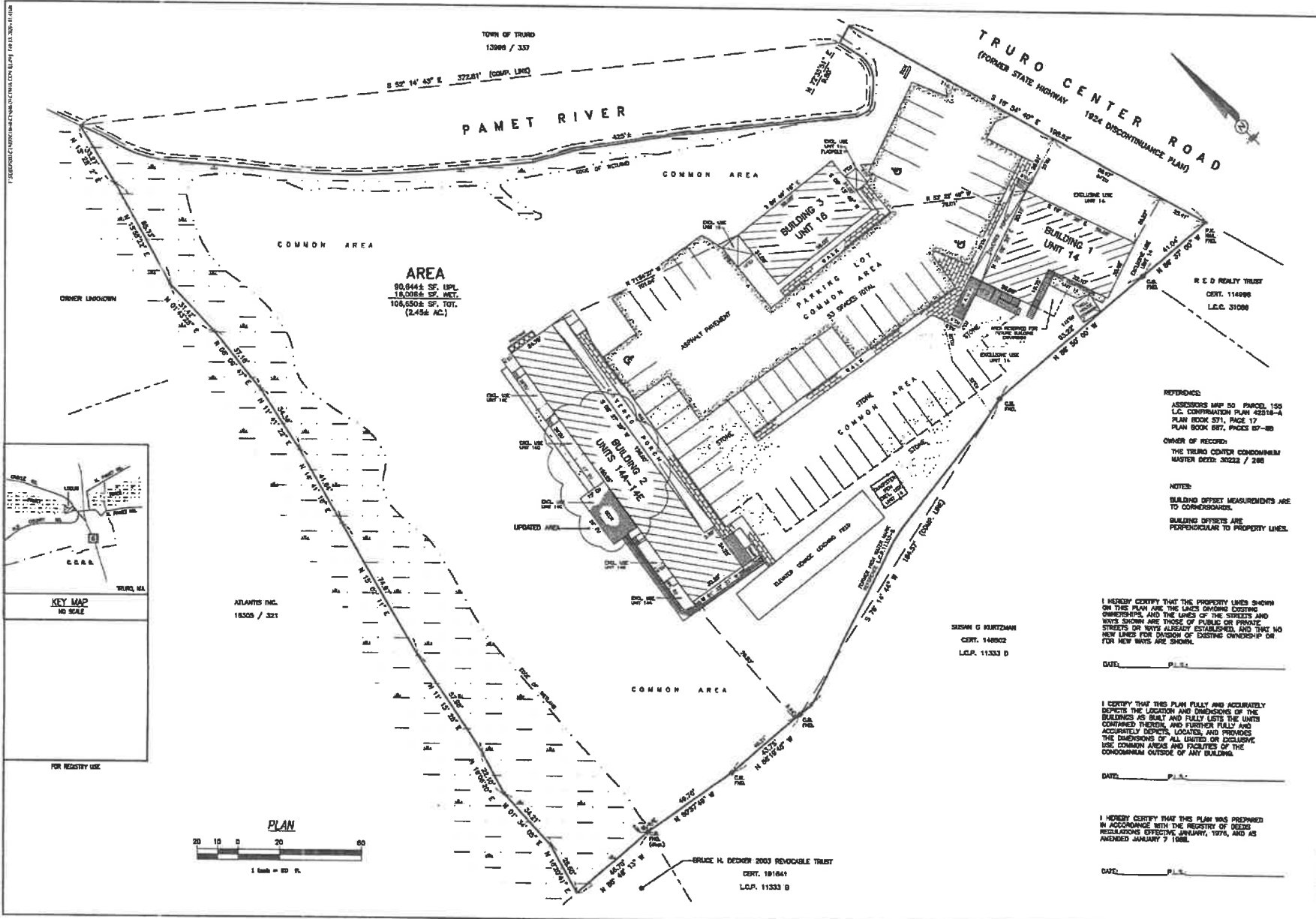
On behalf of Atlantis, Inc., the owner of Unit C in the Truro Center Condominium, you are hereby authorized and permitted to use the outdoor deck located to the rear of Unit C for the service of food and alcohol beverages.

Very truly yours,

Avenue D, Inc.

By: 
Ave D. Rosenthal,
President and Treasurer

PLANNING CONSULTING ENGINEERS, INC. 179 N. STATE ST. SUITE 200, TRURO, MA 01969



AREA
 90,844 ± SF. UPL.
 18,038 ± SF. NET.
 108,882 ± SF. TOT.
 (2.456 AC.)

REFERENCES:
 ASSESSORS MAP 50 PARCEL 150
 L.C. CONTINUATION PLAN 42318-A
 PLAN BOOK 571, PAGE 17
 PLAN BOOK 887, PAGES 87-88
OWNER OF RECORD:
 THE TRURO CENTER CONDOMINIUM
 MASTER DEED: 30223 / 208

NOTES:
 BUILDING OFFSET MEASUREMENTS ARE TO CORNER POINTS.
 BUILDING OFFSETS ARE PERPENDICULAR TO PROPERTY LINES.

I HEREBY CERTIFY THAT THE PROPERTY LINES SHOWN ON THIS PLAN ARE THE LINES DIVIDING EXISTING OWNERSHIP, AND THE LINES OF THE STREETS AND WAYS SHOWN ARE THOSE OF PUBLIC OR PRIVATE STREETS OR WAYS ALREADY ESTABLISHED AND THAT NO NEW LINES FOR DIVISION OF EXISTING OWNERSHIP OR FOR NEW WAYS ARE SHOWN.

SHERI G. KURTZMAN
 CERT. 148502
 L.C.P. 11333 D

DATE: _____ P.L.S.

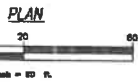
I CERTIFY THAT THIS PLAN FULLY AND ACCURATELY DEPICTS THE LOCATION AND DIMENSIONS OF THE BUILDINGS AS BUILT AND FULLY LISTS THE UNITS CONTAINED THEREIN, AND FURTHER FULLY AND ACCURATELY DEPICTS, LOCATES, AND PROVIDES THE DIMENSIONS OF ALL LIMITED OR EXCLUSIVE USE COMMON AREAS AND FACILITIES OF THE CONDOMINIUM OUTSIDE OF ANY BUILDING.

DATE: _____ P.L.S.

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED IN ACCORDANCE WITH THE REGISTRY OF DEEDS REGULATIONS EFFECTIVE JANUARY, 1975, AND AS AMENDED JANUARY 7, 1988.

DATE: _____ P.L.S.

GRACE H. DECKER 2003 REVOCABLE TRUST
 CERT. 191841
 L.C.P. 11333 D



KEY MAP NO SCALE

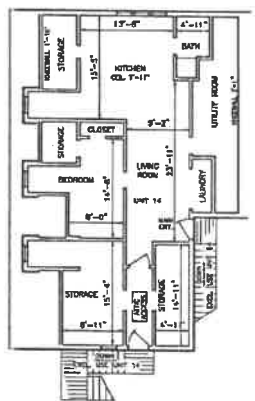
ATLANTIS INC.
 18305 / 321

FOR REGISTRY USE

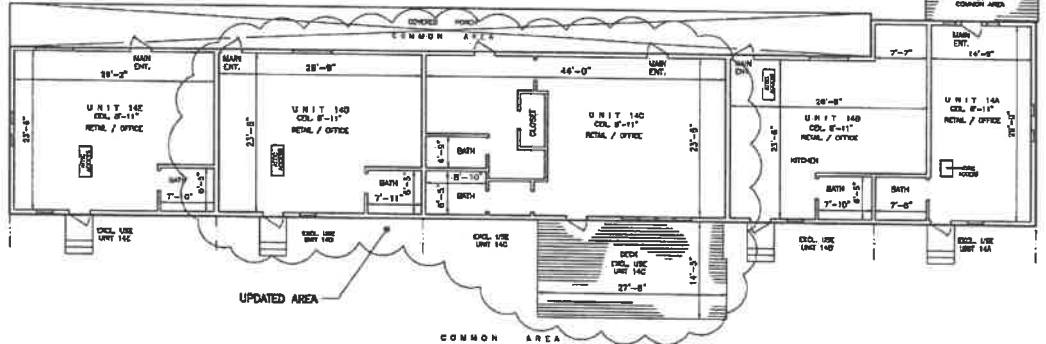


PROJECT: THE TRURO CENTER CONDOMINIUM
 TRURO CENTER ROAD
 SHEET TITLES: UPDATED MASTER SITE PLAN
 UNITS 14C AND 14D

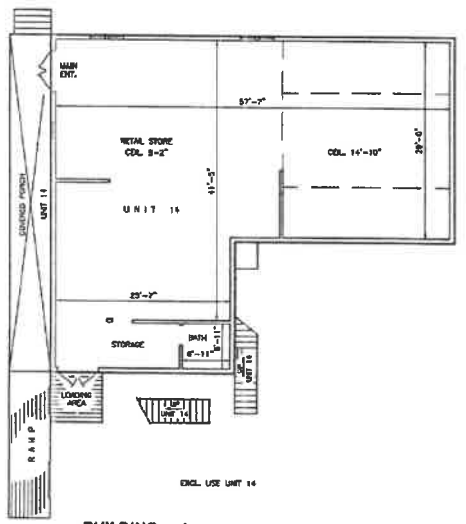
SCALE:	AS SHOWN
DRAWN BY:	CYRUS-COR-RI
DATE:	2/1/2020
DESIGNED BY:	RDJ
CHECKED BY:	RDJ
DATE:	2/1/2020
PROJECT NO.:	CL11
DATE:	2/1/2020



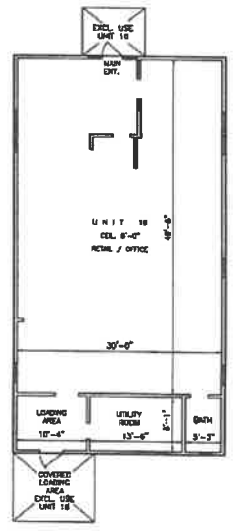
BUILDING 1
2nd. FLOOR



BUILDING 2
1st. FLOOR



BUILDING 1
1st. FLOOR



BUILDING 3
1st. FLOOR

UNIT AREA TABLE

UNIT 14	3,394± SF.
UNIT 14A	480± SF.
UNIT 14B	662± SF.
UNIT 14C	1,034± SF.
UNIT 14D	695± SF.
UNIT 14E	685± SF.
UNIT 15	1,749± SF.

I CERTIFY THAT THIS PLAN FULLY AND ACCURATELY DEPICTS THE LAYOUT, LOCATION, BUILDING FINISHES, UNIT NUMBER AND DIMENSIONS OF UNITS 14A, 14B, 14C, 14D, 14E, AND 15.

DATE: _____ P.E.S.

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED IN ACCORDANCE WITH THE REQUIREMENTS OF DEEDS REGULATING EFFECTIVE JANUARY, 1978, AND AS AMENDED JANUARY 7 1988.

DATE: _____ P.E.S.



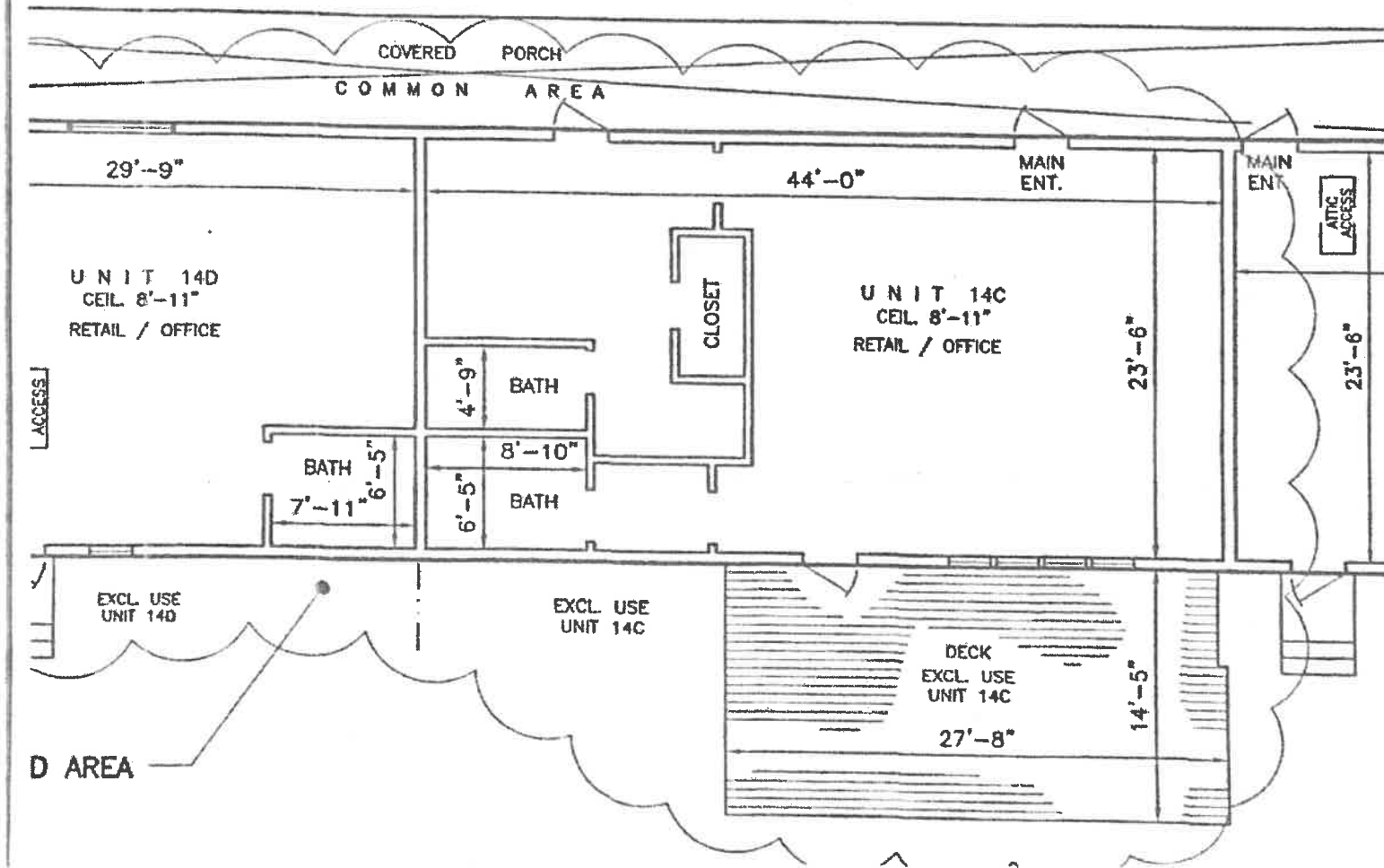
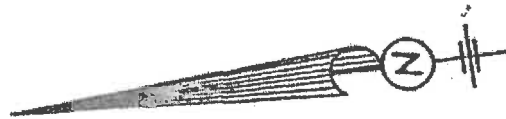
THE TRURO CENTER CONDOMINIUM
TRURO, VA
1750 CENTER ROAD
UPDATED FLOOR PLAN
SHEET TITLE
UNITS 14C AND 14D

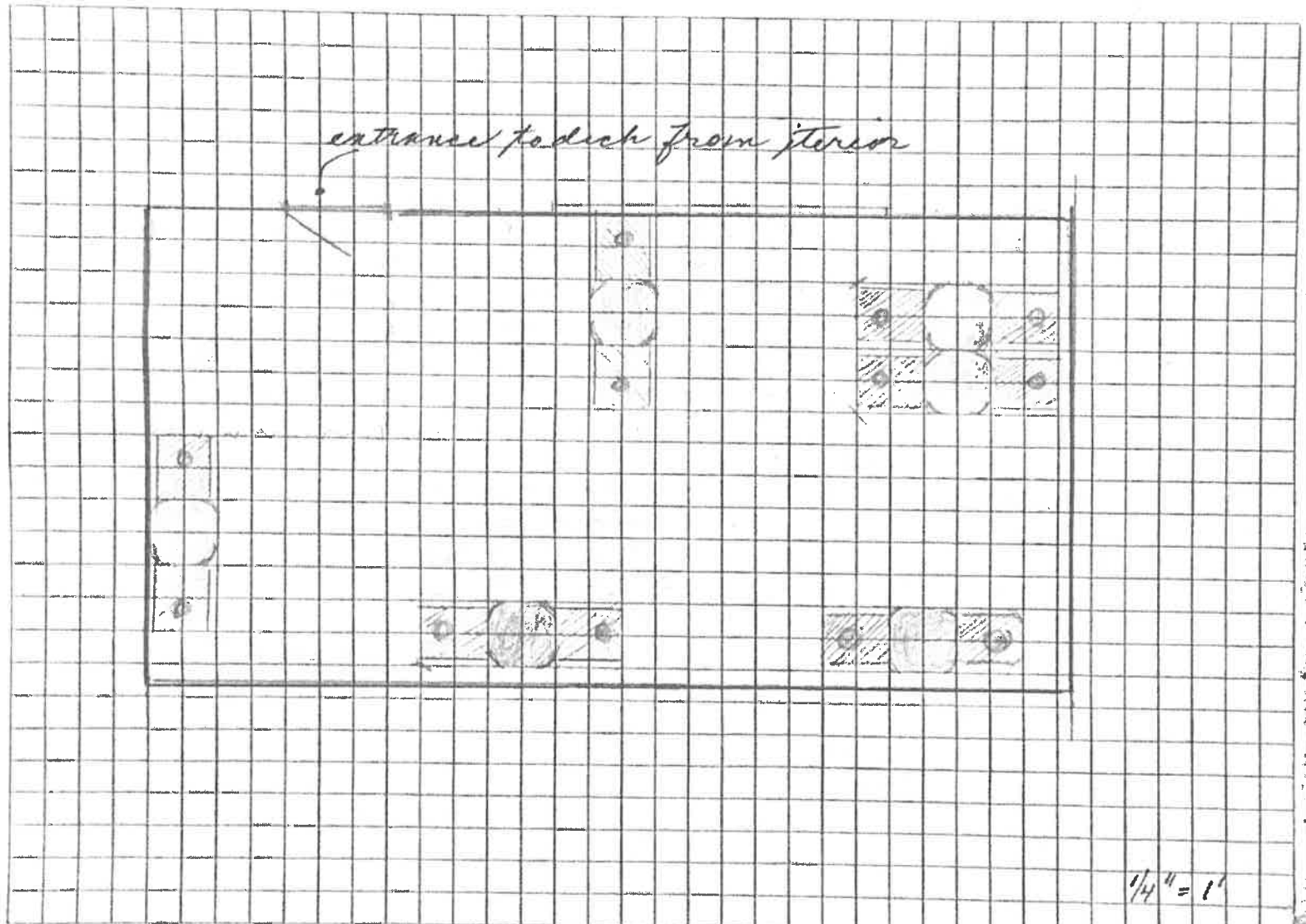
FOR REFRUSE USE

DATE: 12-1-17
DRAWN BY: C18646-CON.dwg
DATE: 02-13-2020
DESIGNED BY: JDM
CHECKED BY: JDM

C1.41
2 of 2 SHEETS
C18646.00

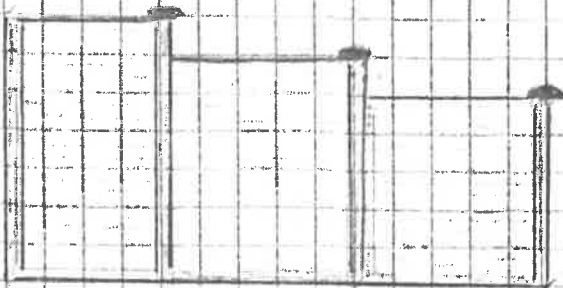
E:\PROJECTS\CONDO\TRURO CENTER\CONDO\DWG\181112017.dwg





chairs 22" x 18"
table 33 1/2" x 33 1/2"

1/4" = 1'
Avenue D wine bar



Mahogany wood posts and slats (louvered)
attached to deck on North South
SIDE.
Grey stain to match siding

Railing West end of deck
Mahogany wood stained grey

$\frac{1}{4}'' + 1'$

EXTERIOR LIGHTING

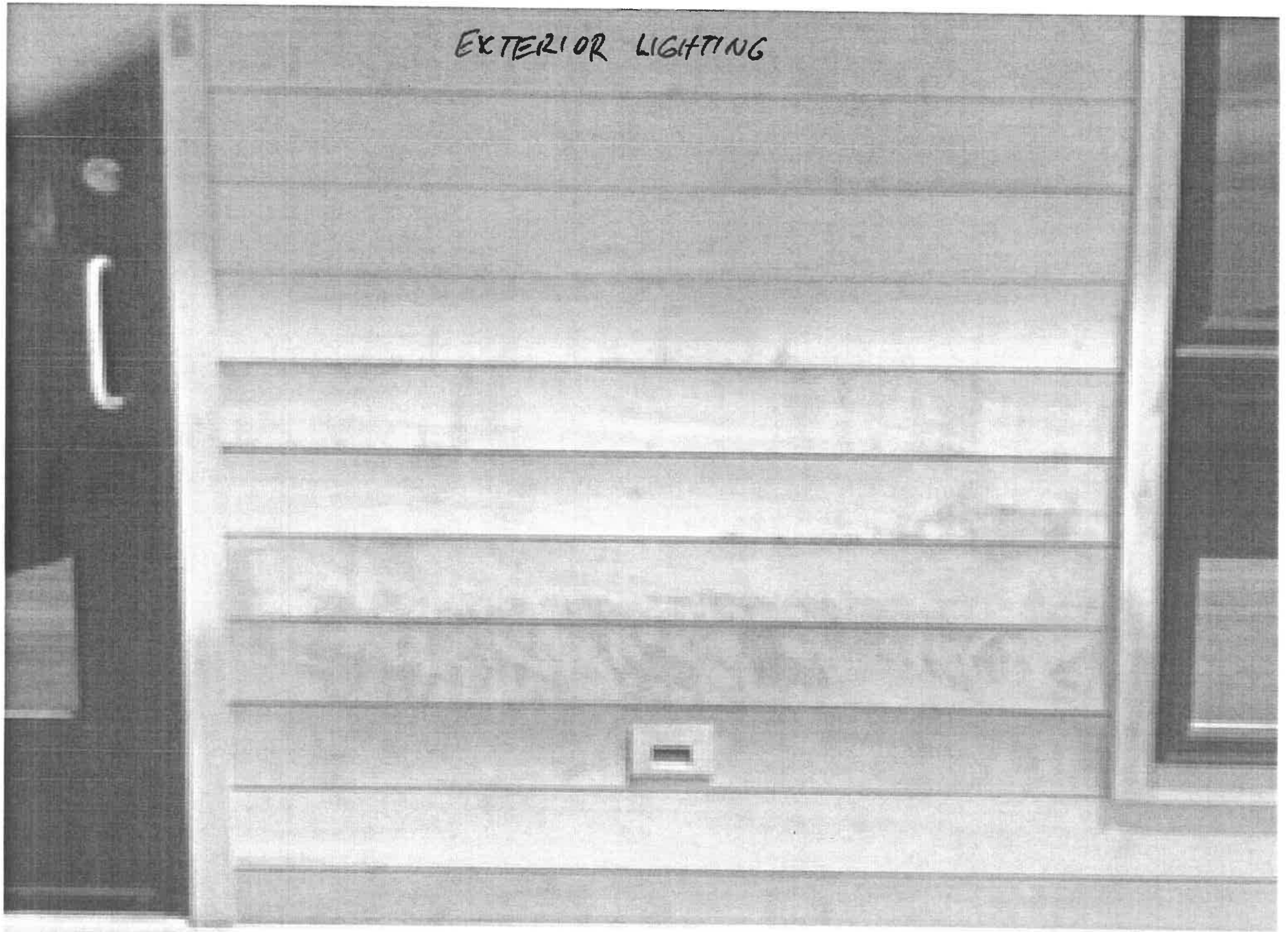
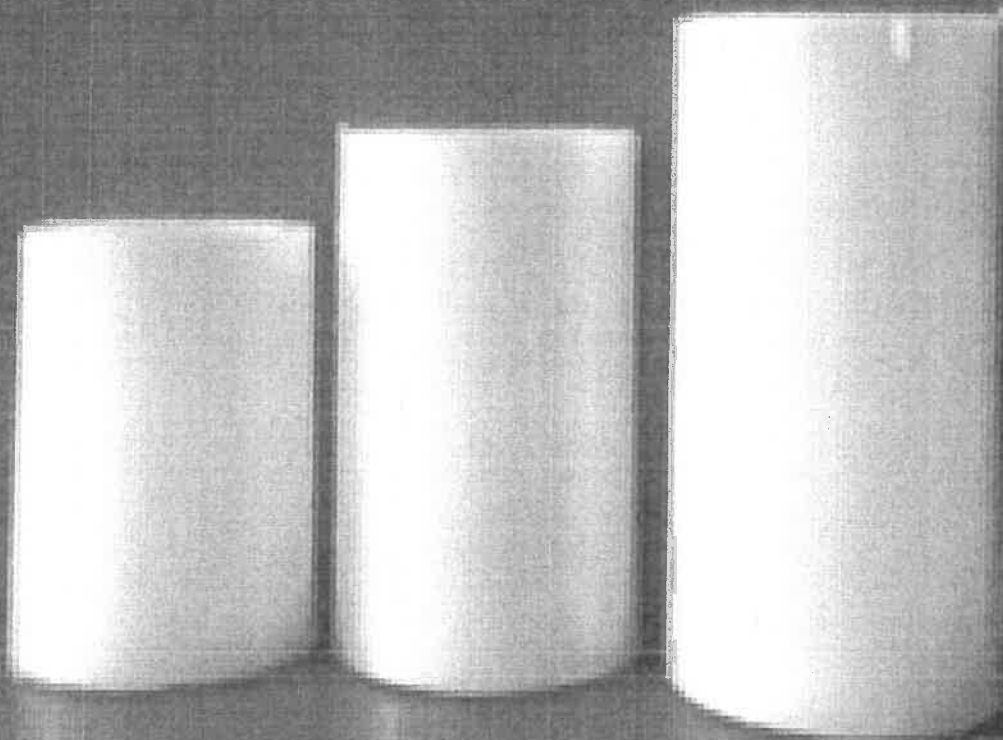


TABLE BATTERY
OPERATED CANDLES





TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Accounting

REQUESTOR: Trudi Brazil, Town Accountant

REQUESTED MEETING DATE: Tuesday, June 23, 2020

ITEM: Request for use of Dennis Family Gift fund to pay June 2020 interest on Walsh Property Borrowing

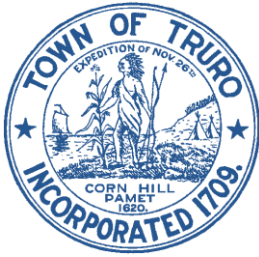
EXPLANATION: The April 28, 2020 Annual Town Meeting warrant included an article requesting use of Free Cash to amend the current year (2020) budget to cover the cost of interest on the monies borrowed to purchase the Walsh Property. Those funds were not budgeted in FY 2020 because the purchase was not approved prior to setting the FY 2020 Budget. With the delay in Town Meeting until the fall, the ability to use free cash for FY 2020 expenditures will have passed. The interest is due in June and therefore must be paid in the current fiscal year. The Town Manager worked with other communities to see if the legislature would provide relief for FY 2020 expenditures, however, the issue is yet to be resolved, we are therefore requesting use of the Dennis Funds to cover the cost of the interest.

FINANCIAL SOURCE (IF APPLICABLE): Dennis Family Gift Fund – Balance of \$1,032,000

IMPACT IF NOT APPROVED: Repayment of the BAN requires interest to be paid. If a funding source is not secured, the short-term interest account will end the year in deficit which will be a direct reduction to the Town's Free Cash certification as of July 1, 2020.

SUGGESTED ACTION: *Motion to approve use of the Dennis Family Gift fund to pay short term interest of \$116,847.22 due on the 'Walsh property acquisition' portion of the June 2019 BAN.*

ATTACHMENTS: None



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

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

6. **CONSENT AGENDA**

A. Review/Approve and Authorize Signature:

1. None

B. Review and Approve 2020 Seasonal Licenses: Avenue D (Common Victualer)

C. Review and Approve Select Board Minutes: May 19, 2020 Work Session, and May 28, 2020 Regular and Work Session



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: June 23, 2020

ITEM: Approval of 2020 Seasonal License Renewal: Avenue D, Unit C (14 Truro Center Road)

EXPLANATION: There is one 2020 seasonal license renewal application and supporting documentation for review and approval by the Select Board as the Local Licensing Authority. The Health Department License for Avenue D was approved on February 24, 2020. The license was not issued due to the applicant needing their ServSafe and Allergy Awareness Certificates which are being coordinated with the Health Agent.

If you approve this for renewal, the license will be issued only upon compliance with all regulations and upon receipt of the necessary documents and fees.

Mass General Law	Licenses & Permits Issued by Select Board	Names of Businesses
Chapter 140 §2	Common Victualer-Cook, Prepare & Serve Food	Avenue D 14 Truro Center Rd

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

SUGGESTED ACTION: MOTION TO approve a 2020 Seasonal Common Victualer (food) for Avenue D upon compliance with all regulations and receipt of the necessary documents and fees.

ATTACHMENTS:

1. Renewal Application for 2020: Avenue D

HEALTH DEPARTMENT
TOWN OF TRURO

FEB 13 2020

#2020-09C

RCVD 2020FEB13 AM11:06

ADMINISTRATIVE OFFICE

TOWN OF TRURO



RECEIVED

Town of Truro

Board of Health

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

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

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

APPLICATION FOR FOOD SERVICE – COMMON VICTUALER

New Renewal

Section 1 – License Type

Type of License: Food Service Common Victualer

Type of Food Service Establishment:

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

Section 2 – Business/Owner/Manger Information

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

Business Name: Avenue D

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

Mailing Address: PO Box 673, Truro, MA 02666

Phone No: [REDACTED]

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

Name: Ave D Rosenthal Email Address: [REDACTED]

Mailing Address: PO Box 673, Truro, MA 02666

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

Section 3 – Business Operation Details

Number of Seats: Inside: 17 Outside: _____ Number of Employees: 4

Length of Permit: Annual Seasonal Operation

Hours of Operation: 3:00 PM To 10:00 PM

Days Closed Excluding Holidays: none

If Seasonal: Approximate Dates of Operation: 04 /30 /20 To 10 /30 /20

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

Allergen Awareness Certification (attach copy):
Ave D Rosenthal

Has your menu changed from last year? Yes No

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

Section 4 - Attestation

Attestation

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

Signature of Applicant: Ave D Rosenthal Date: 2-10-2020

Application Checklist:

Food Service Permit Application

Smoke Detector/Fire Protection Certification

Workers Compensation Affidavit/Certificate of Insurance

N/A Copy of Inspection of Kitchen Equipment: Commercial Hood and Ventilation System Report

Copy of Service report of mechanical washing equipment (Dishwasher)

Copy of ServSafe Certification and Allergy Awareness

N/A Copy of Choke Saver (for food service establishment w/seating capacity of 25 or more)

FOR HEALTH DEPARTMENT USE ONLY

Comments: _____

Review by _____ Date _____

Number: 2020-090

Fee \$75.00

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

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

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

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

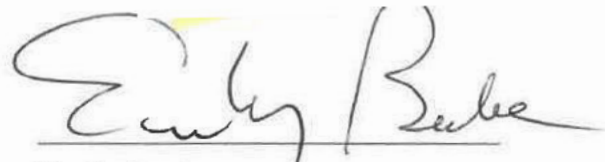
Type of business and any restrictions **Wine Bar & Bistro**

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

Permit Expires: **December 31, 2020**

Date Issued:

2/24/2020



Emily Beebe, R.S.

Truro Board of Health Agent

Lynne Budnick

From: Lynne Budnick
Sent: Thursday, May 7, 2020 11:27 AM
To: Avenue D (Ave Rosenthal)
Cc: Emily Beebe; Michelle Fogarty; Arozana Davis; Nicole Tudor
Subject: Food Service Licensing

Good morning Ave',

Just a reminder that in order to issue the food service licensing for Avenue D we will require the following:

1. ServSafe Certificate.
2. Allergy Awareness.
3. Fee of \$75.00

Hope you are well.

Best regards,



Lynne E Budnick

Principal Office Assistant/Building/Conservation/Health
Town of Truro
P.O. Box 2030
24 Town Hall Road
Truro, MA 02666
Phone: (508) 349-7004, ext. 131
Direct Line: (508) 214-0920
Fax: (508) 349-5508

Need:

- ServSafe
- Allergy awareness
- Copy of Service rep.
- Mechanical washing equip.
- Payment (\$75.00)
FS

Lynne Budnick

From: Emily Beebe
Sent: Monday, February 24, 2020 12:26 PM
To: ave denise
Cc: Lynne Budnick; Nicole Tudor
Subject: Avenue D inc.

Hi Ave-

Your food service permit is awaiting the paperwork (servsafe and allergy awareness), and \$75 fee. Its all signed, so when you drop the papers by you can pick it up. We will need to do a pre-operating food service inspection prior to opening, so please schedule that when you finalize your opening date.

Thanks,
Em

Lynne Budnick

From: Lynne Budnick
Sent: Thursday, February 13, 2020 2:43 PM
To: Avenue D (Ave Rosenthal)
Subject: additional info

Good afternoon Ave,

I do not need the liability certificate from your insurance company as the one that was submitted for the 2019 license is good until 7/24/2020. We will need an updated one at that time and you can set that up with your insurance company so they will automatically send it to us. You indicated on the application that the menu hasn't changed from last year, so I am able to use the submitted menu from last year.

Best Regards,



Lynne G. Budnick

Principal Office Assistant/Building/Conservation/Health
Town of Truro
P.O. Box 2030
24 Town Hall Road
Truro, MA 02666
Phone: (508) 349-7004, ext. 131
Direct Line: (508) 214-0920
Fax: (508) 349-5508

HEALTH DEPARTMENT
TOWN OF TRURO

FEB 13 2020

RECEIVED BY:

avenue d

wine bar & bistro

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

FOOD PREPARED:

Cheese and/or Charcuterie boards

Pre-packaged cheese, hard and soft

Cured meats (sopressata, Calabrese spicy salame, Napoli smoked salame, prosciutto, speck, chorizo, coppa etc)

Pre-packaged dips/spreads (hummus, tapenade, bean puree etc)

Assorted marinated olives, cornichons

Roasted nuts

Fresh and dried fruits (figs, grapes, apples, lemons, limes, tomatoes, etc)

Assorted crackers

French bread (frozen, par-baked)

Condiments

Desserts

Italian cake, mousse, pastries, biscotti

French macarons

Chocolates

Beverages

Wine

Craft beers, bottle

Cordials

Sparkling water, plain and flavored

Espresso

Coffee, Tea

Policy Information Page (AR)

[1] Named Insured and Mailing Address

AVENUE D INC
DBA/TA AVENUE D
PO BOX 673
TRURO, MA 02666

Agency

BENSON YOUNG & DOWNS INSURANCE AGENCY INC
PO BOX 559
Provincetown, MA 02657
Agency Code: [REDACTED]

**Federal Employer's ID
Risk ID Number** [REDACTED]

Insured is Corporation

Additional Names of Insured

(N2) AVENUE D

Locations on Policy

(L2) 14 C TRURO CENTER ROAD , TRURO, MA 02666
(07/24/2019 - 07/24/2020)

HEALTH DEPARTMENT
TOWN OF TRURO

FEB 13 2020

RECEIVED BY:

[2] Policy Period

From July 24, 2019 to July 24, 2020, 12:01 AM, standard time at the insured's mailing address.

[3] Coverage

- A. Workers' Compensation Insurance - **Part One** of this policy applies to the Workers' Compensation Law of the following states: Massachusetts
- B. Employer's Liability Insurance - **Part Two** of this policy applies to work in each of the states listed in item [3]A. The limits of our liability under Part Two are:

Bodily Injury by Accident - each accident	\$100,000
Bodily Injury by Disease - each employee	\$100,000
Bodily Injury by Disease - policy limit	\$500,000
- C. Refer to Residual Market Limited Other States Insurance Endorsement-WC200306B
- D. This policy includes these endorsements and schedules:
See Extension of Information Page - Schedule of Forms

[4] Premium

The Premium Basis and, therefore, the premium will be determined by our Manual of Rules, Classifications, Rates, and Rating Plans. All required information is subject to verification and change by audit. (Continued on another page)

Total Estimated Policy Premium	\$	[REDACTED]
Total Surcharges/Assessments	\$	[REDACTED]
Total Estimated Cost	\$	[REDACTED]

INTERNAL USE FU
MGA : R2WC071704
Date : 08/01/2019
MANOTE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/01/2019

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: Benson Young & Downs Ins 56 Howland Street PO Box 559 Provincetown MA 02657-0559	CONTACT NAME: Natalie Silva PHONE (A/C No. Ext): (508) 487-0500 E-MAIL ADDRESS: nataliesilva@byandd.com FAX (A/C No.): (508) 487-4135
	INSURER(S) AFFORDING COVERAGE INSURER A: Amguard Insurance Co NAIC # 2390 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
INSURED: Avenue D Inc Avenue D PO Box 673 Truro MA 02666-	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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

INSR / LTR	TYPE OF INSURANCE	ADDL SUBR / MSG / WVD	POLICY NUMBER	POLICY EFF / (MM/DD/YYYY)	POLICY EXP / (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:					EACH OCCURENCE \$ DAMAGE TO RENTED PREMISES (Ea accident) \$ MED EXP. Air, one person \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMPOP AGG \$ \$
	AUTOMOBILE LIABILITY ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE OTHER:					EACH OCCURENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If so, describe under DEFERRED CL. COVERAGE below	Y/N N	N/A	07/24/2019	07/24/2020	PER STAFF / OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

HEALTH DEPARTMENT
TOWN OF TRURO
FEB 13 2020
RECEIVED BY

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Seasonal Wine Bar located at 14 C Truro Center Rd, Truro, MA 02666

RCVD 2019 AUG 1 AM 10:10
ADMINISTRATIVE OFFICE
TOWN OF TRURO

CERTIFICATE HOLDER

CANCELLATION

AI 045639

Town of Truro
Licensing Department
PO Box 2030
Truro MA 02666-

AUTHORIZED REPRESENTATIVE

Natalie Silva

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/01/2019

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 Benson Young & Downs Ins 56 Howland Street PO Box 559 Provincetown MA 02657-0559	CONTACT NAME: Natalie Silva	PHONE (A/C, No, Ext): (508) 487-0500	FAX (A/C, No): (508) 487-4135
	E-MAIL ADDRESS: nataliesilva@byandd.com		
INSURED Avenue D Inc Avenue D PO Box 673 Truro MA 02666-	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Capitol Specialty Insurance		10328
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		CS1900342301	07/24/2019	07/24/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY		HEALTH DEPARTMENT TOWN OF TRURO FEB 13 2020 RECEIVED BY			COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEF RETENTION \$		FEB 13 2020 RECEIVED BY			EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N / A	FEB 13 2020 RECEIVED BY			PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Liquor Liability		[REDACTED]	07/24/2019	07/24/2020	Each Common Cause 1,000,000 Aggregate Limit 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Wine Bar located at 14 Truro Center Rd C, Truro, MA 02666

CERTIFICATE HOLDER	CANCELLATION	AI 045639
Town of Truro Licensing Department PO Box 2030 Truro MA 02666-	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE	
	<i>Natalie Silva</i>	



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

RCVD 2020FEB13 AM11:06
ADMINISTRATIVE OFFICE

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

Applicant Information

Please Print Legibly

Business/Organization Name: Avenue D Inc

Address: 14 C Truro Center Road

City/State/Zip: Truro, MA 02666

Phone #: [REDACTED]

Are you an employer? Check the appropriate box:

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

Business Type (required):

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

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

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

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

Insurance Company Name: AmGuard Ins. Co.

Insurer's Address: 39 Public Square PO Box A-H

City/State/Zip: Wilkes-Barre, PA 18703

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

Expiration Date: July 24, 2020

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

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

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

Signature: [Handwritten Signature]

Date: 2-10-2020

Phone #: [REDACTED]

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

City or Town: _____ Permit/License # _____

Issuing Authority (circle one):

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

Contact Person: _____ Phone #: _____



TOWN OF TRURO

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

TAX STATUS REQUEST FOR LICENSING

Date 02/13/2020

Request is coming from the Selectmen's Office _____ Health Office X

Owner's Name: Ave D Rosenthal/Atlantis Inc

Business Name Avenue D

Residential Address 14 Truro Center Rd 50-155

Map and Parcel 50-150.2, 50-150.4, 50-150.5, 50-150.6

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

Molly Stevens
Tax Collector's Signature

2/18/2020
Date





The Commonwealth of Massachusetts

Town of Truro



New and Renewal Certificate of Inspection

In accordance with 780 CMR, Chapter 1 (The Ninth Edition of the Massachusetts State Building Code) and Chapter 304 of the Acts of 2004 (an Act to further enhance fire and life safety), this certificate of inspection is issued to the premise or structure or part thereof as herein identified.

Issued to	Identify Name of Establishment					Certificate No.
	Avenue D Wine Bar & Bistro					20-003
Located at	Identify property address including street number, name, city or town and county					Certificate Expiration
	14 Truro Center Rd, Unit C Map 50 Parcel 155					11/7/2020
Use Group Classification	Basement	First Floor	Second Floor	Third Floor	Fourth Floor	Other
		B				
Allowable Occupant Load		25				
<p>This certificate of inspection is hereby issued by the undersigned to certify that the premise, structure or portion thereof as herein specified has been inspected for general fire and life safety features. This certificate shall be framed behind clear glass and/or laminated and posted in a conspicuous place within the space as directed by the undersigned. Failure to post or tampering with the contents of the certificate is strictly prohibited.</p>						
Name of Municipal Fire Chief	TIMOTHY COLLINS		Name of Municipal Building Inspector	RICHARD STEVENS		Date of Inspection
Signature of Municipal Fire Chief			Signature of Municipal Building Inspector			11/7/2019
						Date of Issuance
						11/7/2019

DRAFT

Truro Reopening Task Force / Select Board Tuesday, May 19, 2020 Remote Work Session

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

Attending: Town Manager Rae Ann Palmer; Assistant Town Manager Kelly S. Clark: Health Agent Emily Beebe; Police Chief Jamie Calise; Recreation and Beach Director Damion Clements; and Steven Roderick, Truro Chamber of Commerce

Chair Jan Worthington opened the Select Board's remote work session and Truro Reopening Task Force meeting at 3:23 p.m.

Public Comment: Town Manager, Rae Ann Palmer read a public comment email into the record asking about self-quarantine for those from the Boston area versus out of state. The Town Manager clarified the email to better understand the comment. The email also addressed the issue of daily or weekly trips to the Cape as Rhode Island and New Hampshire are not allowing registered vehicles from Massachusetts.

Public Town Events

Chair Jan Worthington asked Town Manager Palmer if she had a starting point for the discussion. Town Manager Palmer noted the events that had cancelled to date: Friends of the Truro Meeting House, Truro Summer Concerts, the Harbor to the Bay, New England Endurance Events, National MS Bike Ride, ALA Bike Trek, and the Ocean to the Bay run all cancelled. The following have not cancelled yet: Payomet Theater, the Farmers Market, and Truro Treasures. Chair Worthington asked if they license Payomet, Town Manager Palmer confirmed they have an entertainment license. Town Manager Palmer added that she would like guidance from the Seashore Superintendent to see what they are thinking about Payomet's operation this season.

Town Manager Palmer stated that she had said no to a wedding request at one of the Town beaches. Steve Roderick, one of the organizers of Truro Treasures also reported to the Chair that they will be cancelling Truro Treasures this year. He added that they are discussing a low-key barbeque event for the community that would entail social distancing and would be located at the Truro Central School.

Select Board Clerk Kristen Reed noted that the State didn't re-address the 10-person limit with respect to gathering within the Executive Order on May 18th. The Town Manager noted that the 10-person restriction would be evaluated at each stage based on the health metrics adding that the number is still at 10.

Chair Worthington noted that she was concerned about social distancing at the Farmers' Market. Town Manager Palmer responded that in some ways the Farmers' Market is an essential business. She added that she has concerns about social distancing and parking downtown. She

also wants to look at the layout of the market to make sure there is distancing for shoppers and for the vendors.

Chair Worthington asked if the market could be moved to the Community Center parking allowing for more space. Town Manager Palmer agreed that location would allow for more space. Select Board Member Rein, added that she did believe that the market is essential, and Wellfleet opened their market and the vendors will be spread more apart, with safety being an issue for everyone. Select Board member Rein said the demand is there for not having to go to a supermarket and farmers' markets are an important public service. A large portion of the sales will be online, and people will be able to pre-order. She added that some people don't have a computer and it would be a shame to deny any residents who are not as tech savvy.

There would be an additional timeline for seniors and those autoimmune compromised to go to the farmers' market first in the morning. The market would also be open shorter hours. She added that there is an incredible amount of information coming from MDAR (Massachusetts Department of Agricultural Resources) with very stringent safety protocols. She understood everyone's concerns but felt it was an essential service for people to receive food and helps local vendors to sell their food. Select Board Member Stephanie Rein also added that there will be no eating on the field and no drinking or sales that are consumable, as everything is meant to be bought and taken away and everyone must wear a mask. They would restrict the numbers of people arriving, as it is not a social event but essential shopping for food experience.

Select Board Member Susan Areson, felt that the Board should do whatever they could to have the Farmers' Market. She asked if it would make sense to change the venue to the Truro Library parking lot or whether it had become such an institution in Truro Center suggesting the Town would need to find a way to accommodate it at that location.

Select Board Member Rein felt that it is sort of an institution in the spot that it is in, and the beauty of that space is that it has a large field and instead of being in a circular ring each vendor will be at 6 foot intervals and the lines to each vendor will not be near each other. The Farmers' Market also uses the Truro Conservation Trust field for additional parking. Chair Worthington asked to see a plan of some kind. Select Board Member Rein said she believed that there was a plan submitted. Town Manager Palmer stated that the plan shows all the vendors right near each other so there must be a new plan. There is also a narrative that was not submitted, and perhaps the best thing is to have a meeting with the market manager, the DPW Director, the Health Agent and the Town Manager.

The Town Manager added that her biggest concern was parking and the issue of social distancing without designated lines for cars to park. Select Board Member Rein stated that she would look into getting the most current map and was appreciative for the Town Manager's willingness to meet with the Farmers' Market organizer.

Select Board Member Reed agreed with Select Board Member Rein that the Farmers' Market was essential, but she has seen cars illegally parked all the way to Blackfish Restaurant. She also noted the issue with respect to the traffic trying to get to Jams and the Post Office. Although the location is beautiful and idyllic she agrees with the Town Manager regarding

safety issues with parking, noting that the parking lot at the Community Center is scalable, and as more people come during the season she didn't know if they could safely distance or provide adequate parking for everyone. Chair Worthington responded that she will leave that to the Town Manager to organize and bring back information to the Select Board.

Harbor Operations

Town Manager Palmer added that the Assistant Town Manager, Kelly Sullivan-Clark, Harbor Master Tony Jackett and Health Agent, Emily Beebe have met and discussed Pamet Harbor operations with Police Chief Jamie Calise. There are signs posted at the Harbor regarding the fact that vehicles must be registered in the State of Massachusetts in order to facilitate the parking lot. Assistant Town Manager Kelly Sullivan-Clark stated that Tony did a very comprehensive plan which will be made more concise for the public. Much of the plan has to do with operations and how money will be accepted, and if there is more guidance from the Governor. Police Chief Jamie Calise replied that he spoke with the Harbor Master and the Health Agent and what the concerns were at the Harbor. He noted that there are cameras on location and there are ways to potentially offset any issue with the right messaging, so people don't violate the order.

Police Chief Calise noted that management of the parking lot depends on what information comes from the State regarding the out of state plate restrictions. There will either be warnings given to violators and the information will be logged. Police Chief Calise noted that signage at Harbors is a global issue currently and added that signage must be consistent.

Harbor Master Tony Jackett stated that he has taken a few phone calls and people are aware that launching is for vehicles registered in Massachusetts only. He added that second homeowners that have been in Massachusetts for a while want to adhere to the guidelines. He added that there is interest from past employees to return for the season and they understand the Covid safety guidelines.

He further explained as the season progresses people will want to go fishing and his department will issue the parking lot hangtags for the single use parking spaces. When people visit, it is up to staff to advise people of the restrictions with the parking lot. Chair Worthington asked if they had discussed a procedure for getting people safely up and down the ramp. Harbor Master Jackett explained that typically the Captain drives the boat down the ramp. He added with respect to getting on the Charter boats from the ramps they will encourage each party to go separately on the ramps. He mentioned that many of the Charter boats have had cancellations and they will be wearing masks the whole time that they are fishing.

Chair Worthington clarified that when people are going down to their boat or up from their boat that one person at a time should walk in one direction due to the lack of room on the ramp area. The Harbor Master added that there is limited parking and felt that it could be managed. Town Manager Palmer added that she, the DPW Director Jarrod Cabral, the Health Agent Emily Beebe and the Recreation and Beach Director Damion Clements, discussed signage for the beach entrances in conjunction with the Conservation Commission with a request to widen the entrances for one way on the beach and one way off the beaches. There will additionally be signage encouraging one group at a time in one direction to access the beaches and there will

probably be similar signage at the Harbor that directs people to wait should there be a group coming to allow them to pass.

Select Board Member Weinstein mentioned that there are also mooring holders that use dinghies to access their boats and he felt that it would be an easy step to delineate on the ramps and on the docks a six foot separation including directions for both on and off and one-way access, which he felt would help with enforcement. He also commented that he was concerned for the safety of the Harbor Master and his colleagues. He asked if there was a credit card reader for fees being collected for daily launches. Town Manager Palmer responded that staff are looking into no cash transactions at sale points and online payments in advance with the use of a book of tickets. There will also be no cash transactions at the beaches.

Select Board Member Weinstein stated that there have been several people in the Harbor Master's building. He asked if there could be signage to restrict the number of people from entering that small space and if the town has discussed erecting some kind of plexiglass on the counter as a barrier, so if there are exchanges between the staff and public there is a device that would protect everyone.

Town Manager Palmer added that there is plexiglass in place in most of the Town buildings and perhaps through a Dutch door at the Harbor Master's building. She added that it is the same issue with the beach office, as there is not a good way to let people in and out without close contact. The draft plans include having brief transactions.

Beaches and Ponds

Town Manager Palmer added that she and Director Clements have a call on Wednesday the 20th with the Director of the Executive Office of Energy and Environment who issued the guidance for the Cape and Island towns.

The guidance recommends 12 feet between beach blanket areas with social distancing and to wear masks if you cannot social distance, and keep lifeguards separated as well. Another discussion is the portable bathrooms and how often they will be cleaned and sanitized. The portable budget was set at \$45 thousand and could climb as high as \$80 thousand to meet the disinfecting and cleaning guidelines. It was reported by Matt Frazier, our vendor, that hand sanitizer stations are being stolen, so they have developed wash stations which we will have to rent along with the portable toilets. Beach sticker sales are being facilitated online for Truro residents. The sale of beach stickers to non-residents is on hold for now until the short-term rental guidance from the Governor's office is determined.

A post-card is being mailed to residents encouraging the sale of beach stickers online with the beach stickers being mailed back to residents. Town Manager Palmer explained the process for getting a beach sticker if the office *were* available to the public. There would only be one person allowed at a time in the beach office with the parking area being very small. All transactions will be moved online. Non-resident sales would have to do pick-up of their stickers.

Recreation and Beach Director, Damion Clements, stated that they were still discussing parking and access points for the beaches. Chair Worthington asked about parking at the beaches as

the memorandum stated that the decision was up to the local beach managers. The Town Manager stated that currently staff is looking at using every other parking space at the beaches with the facilitation of concrete barriers perhaps purchased with the use of Covid related emergency funds.

Select Board Member Weinstein, stated that Great Pond, along Collins Road, has designated parking signs; as does Slough and Horseleech ponds. He added that both ponds are within the Cape Cod National Seashore and wondered how the public access points will be controlled. Director Clements responded that parking at the Ponds has not come up at the Beach Managers meetings. Town Manager Palmer explained that there is a meeting pending with the Cape Cod National Seashore and the five Town Managers from Seashore towns on Thursday May 21st, in which she will ask at the meeting. She expressed that the Town could decide to do “No Parking” along Collins Road, if the use of the parking spaces becomes a safety issue.

Select Board Member Areson commented that if the beach office is no longer a place to purchase beach stickers will the beach office be shut down entirely. Town Manager Palmer explained that they will not be shutting the beach office down entirely as it is a public safety issue in terms of the shark incident radios working at that location. The staffing pattern is being discussed for that location, but they are waiting on the hospitality guidance from the State for when they will be able to sell non-resident beach stickers at that location.

Select Board Member Stephanie Rein asked if a resident such as herself is not on the resident list can they contact the beach office or Town Hall when they are having difficulty using the online resource. Director Clements stated that any calls going to the beach office are forwarded to the office at the Recreation department for processing the online sales.

Select Board Member Areson asked for confirmation that the Board will be getting updates on all areas of concern in the succeeding weeks ahead. Chair Worthington explained that there will be more information on the Farmers’ Market, Pamet Harbor, the beaches and the ponds next week.

Select Board Member Reed asked for clarification on which events hadn’t cancelled. Town Manager Palmer mentioned that the Yoga in the parks was on hold and wondered what the Board thought at this time. Chair Worthington asked about events at Truro Vineyards. Town Manager Palmer explained that was private property, but the Town does license their entertainment. Select Board Member Rein noted that the list didn’t contain current information as to whether the AgFair was proceeding. Chair Worthington asked that a list be distributed for the next Select Board Meeting. Select Board Member Areson mentioned the Friends of the Truro Library Book sale in August. Town Manager Palmer explained that the current list contains events cancelled and approved in 2019 for licensing and permitting.

For the next meeting the Town Manager explained for discussion they have public and private events on Town property (use of Pamet Harbor, use of the beaches, reopening of Town Buildings, the reopening of Puma Park playground, and the businesses reopening and any issues that the Chamber or the restaurants see pending. The list could be used as events come up and as

information from the State is gathered. Steve Roderick, of Truro Treasures asked how events on private property that need permitting were going to be processed and handled this summer.

Chair Worthington responded that it would depend on what Phase they were currently in and how many people could gather at one time at a location. Mr. Roderick gave an example of a piano player playing at a restaurant that has 50% capacity, or musical events at Truro Vineyards. Chair Worthington responded that it will be determined by the space and the number of people allowed. Town Manager Palmer added that applications are received in the Administration office and reviewed at meetings with the Select Board. Chair Worthington asked that businesses be given a lead time if the events would be permitted or not. Town Manager Palmer agreed that it would depend on the guidance, the Phase and the Health Metrics reports. She added that if a restaurant requests entertainment and it doesn't violate their plan for seating capacity it would move forward for approval.

Select Board Member Reed, mentioned that the Business control plan from the State should be submitted with applications so the Board knows how they plan to conduct their business. She noted that the State will be giving guidance on beaches, parks, outdoor activities, fishing, hunting, boating, outdoor gardens, zoos, reserves and public installations on May 25th. Town Manager Palmer responded the detailed guidance had been released.

Next Steps & Future Agenda Items

The Town Manager instructed the Assistant Town Manager to email the Board the event list including the AgFair which had not been held in 2019. Town Manager Palmer added that she anticipated having more information for the Board on Town Buildings.

Town Manager Palmer alerted the Board that she would also like to have a discussion with the Board on a reopening plan for the safety of the citizens and employees and she will explain the challenges to the Board.

Select Board Reed expressed concern over reopening Town Hall as her exposure would increase with reopening. Steve Roderick asked when the Board felt it would be appropriate to open the Chamber. Chair Worthington asked if it was possible for the installation of a window at the Chamber office. Town Manager Palmer suggested that the Chamber wait until the guidance on hospitality is released.

Mr. Roderick reiterated that the Chamber book is not being publish until more guidance is given and can be inserted in the book. As the book stands now there is no guidance on beach parking and other things that visitors would need. Mr. Roderick added that he will work with the Town Manager and the Assistant Town Manager on producing the Chamber booklet.

Select Board Member Areson stated that Representative Peake and Senator Cyr mentioned an excel spreadsheet that they were going to send to the Town Manager from the Governor's office. Town Manager Palmer confirmed that as a public document she would forward it to the Board. Select Board Member Reed thanked the Town Manager for forwarding the reopening

guide. Select Board Member Rein asked about clarification about the date of the next Board meeting not being until June 9th.

The Town Manager clarified that both a regular meeting and a Work Session will be held next week on the 28th.

Next Steps & Future Agenda Items

Adjournment

Chair Worthington asked for a motion to adjourn. Select Board Vice-Chair Weinstein so moved. Motion passed 5-0-0. The meeting adjourned at 4:21pm.

Respectfully submitted,

Nicole Tudor, Executive Assistant

Rae Ann Palmer
On behalf of the Truro Select Board

Public records material of work session of 5/19/2020

- Email

DRAFT

**Truro Select Board Meeting
Tuesday, May 28, 2020
Remote Meeting**

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

Attending: Town Manager Rae Ann Palmer; Assistant Town Manager Kelly Clark; Health Agent Emily Beebe; Town Accountant Trudi Brazil; Police Chief Jamie Calise; Fire Chief Timothy Collins, DPW Director Jarrod Cabral; Recreation/Beach Director Damion Clements; Harbor Master Tony Jackett; Steve Roderick; Bob Montano

Chair Janet Worthington opened the virtual meeting at 2:00 p.m. and explained how members of the public could participate in the meeting.

PUBLIC COMMENT

Janet Worthington read into record an e-mail from Cathy Haynes, stating her support for a 14-day minimum stay for short-term rentals.

COVID-19 UPDATE

Town Manager Rae Ann Palmer reported that new signs are ready to be placed. Health Agent Emily Beebe said she wanted to capture the most consistent messages for the public. Robert Weinstein reported on the signs at Pamet Harbor. He said a small sign had a May 18, 2020 date that does not indicate the extension of time for social distancing. Harbor Master Tony Jackett said he had blacked out the date. Stephanie Rein said Ballston Beach also had a sign with a date that needs to be changed. Ms. Palmer said new replacement signs will be up in a few days.

Sally Filler called into the meeting and asked about obtaining a non-resident beach sticker for family members living with a homeowner for the summer. Rae Ann Palmer said the Town is awaiting the governor's guidance, but someone staying for more than 31 days could bring a note from the owner. To get a sticker, Ms. Filler was advised to go to the Town website or call Beach Director Damion Clements. The Town Manager said that beach stickers would go into effect on June 20, 2020.

Kristen Reed thanked Emily Beebe for a mask sign for her business, but she asked if one with the Truro emblem could give it more authority. Rae Ann Palmer said the Town seal is not on signs for private businesses because the choice of serving someone not wearing a mask is up to the owner.

Kristen Reed asked about current COVID-19 case numbers in Truro. Assistant Town Manager Kelly Clark said that all ten cases had been resolved, and Health Agent Emily Beebe confirmed that there are no active cases.

SELECT BOARD ACTION***Postponement of Annual Town Meeting & Approval of July 2020 Budget***

Janet Worthington read the Town Manager's statement recommending postponement of Annual Town Meeting to mid-September and the need to implement an alternative budget process that requires the development of a minimum one-twelfth budget to be approved by the Select Board and submitted to the Department of Revenue for approval. The one-twelfth budget includes adjustments for contract agreements such as increased trash disposal fees and contractual employee agreements beginning on July 1, 2020.

Rae Ann Palmer said that an Annual Town Meeting held on September 15, 2020 would allow time to set the annual tax rate. Town Accountant Trudi Brazil had prepared a July 2020 Budget that was included in the meeting packet. The budget allows the Town to spend money as of July 1, 2020 without approval of a Fiscal Year 2021 Budget.

Ms. Palmer responded to several questions from Susan Areson. She said that Cost of Living Allowances (COLAs) and not been approved for non-union staff. They are not in the budget, but they could be approved retroactively. She explained procedures for transfers of money like snow removal. They are usually done only in the last quarter of a fiscal year. That is why snow removal, at the one-twelfth reduction appears, on the July budget. Ms. Palmer said she did not yet know the effect of the one-twelfth budget on taxes, but she expects to have a better idea in September since the Town is facing potential revenue loss. She said that the Town Meeting Warrant will have to be reopened in September to change figures. Ms. Palmer has been in discussion with KP Law on Free Cash and ways to request deficit spending. It might be possible handle at a September Annual Town Meeting, but it is still not clear, she said.

Robert Weinstein asked an overview question about the FY2020 Budget numbers from which the one-twelfth budget is derived. Rae Ann Palmer said that one twelfth is a minimum amount, and adjustments were made to it. Mr. Weinstein questioned the line item for the Planning Department. Ms. Palmer explained that the Planner position had been moved from the Town Manager's budget. It is now a stand-alone line which covers salary, advertising, and a recording secretary for meetings.

Robert Weinstein moved to postpone the Annual town Meeting to September 15, 2020 and to approve the July 2020 one-twelfth budget and authorize the Town Manager to forward the budget to the Department of Revenue for approval. Stephanie Rein seconded, and the motion carried 5-0.

Public Comment

Joan Holt had requested that her message on Finance Committee appointments be read into record. Ms. Holt recommended that any appointments to Finance Committee by the Town Moderator be limited to 6-month terms when they could be reconsidered and conducted in a public process. The topic will be an agenda item for a future meeting.

Municipal Purpose Loan

Town Accountant Trudi Brazil explained that Hilltop Securities had sold the multi-purpose municipal loan to BNY Mellon Capital. The Town's financial advisors handled the sale which

took place on May 19, 2020 in order to get the best possible rate of 2.0% for one year with a \$112,947.62 premium from BNY Mellon. Town Manager Rae Ann Palmer said that the loan consists of \$350,000 for renewal of the fire tender, \$1,931,000 for East Harbor Culvert repair and \$4,700,000 for acquisition of the Walsh property. The total loan amount is \$8,750,000. Interest on the new multi-purpose General Obligation Bond Anticipation note will be due on June 11, 2021 from appropriated funds and approved deficit spending. Susan Areson stated that these were projects underway before the Covid pandemic.

Susan Areson moved to approve the multi-purpose municipal loan as printed in the packets (pages 6-7). Robert Weinstein seconded, and the motion carried 5-0.

The motion approved the sale of the \$8,750,000 General Obligation Bond Anticipation Notes (the "Notes") of the Town dated June 12, 2020, and payable June 11, 2021 to BNY Mellon Capital Markets, LLC at par and accrued interest, if any, plus a premium of \$112,947.62.

Further Moved: that in connection with the marketing and sale of the Notes, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated May 13, 2020 and a final Official Statement dated May 20, 2020, each in such form as may be approved by the Assistant Town Treasurer, be and hereby are ratified, confirmed, approved and adopted;
and

Further moved: that the Assistant Town Treasurer and the Select Board be, and hereby are, authorized to execute and deliver a significant events disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the Town, which undertaking shall be incorporated by reference in the Notes for the benefit of the holders of the Notes from time to time;
and

Further moved: that the Select Board and Assistant Town Treasurer have received and reviewed electronic copies of any and all certificates or documents relating to the Notes (collectively, the "Documents"). Such Documents may be executed in several counterparts, each of which shall be regarded as an original and all of which shall constitute one and the same document; delivery of an executed counterpart of a signature page to a Document by electronic mail in a "pdf" file or by other electronic transmission shall be as effective as delivery of a manually executed counterpart signature page to such Document; and electronic signatures on any of the Documents shall be deemed original signatures for the purposes of the Documents and all matters relating thereto, having the same legal effect as original signatures;
and

Further moved: that we authorize and direct the Assistant Town Treasurer to establish post issuance federal tax compliance procedures and continuing disclosure procedures in such forms as the Assistant Town Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Notes and to comply with relevant securities laws;
and

Further moved: that each member of the Select Board, the Assistant Town Clerk and the Assistant Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

Seasonal Rentals

Chair Janet Worthington explained an effort to build consensus among Lower and Outer Cape Select Boards regarding short-term rentals. The results are to be forwarded to Senator Julian Cyr and Representative Sarah Peake. The Chair of the Eastham Select Board had posed two questions: 1.) Does your Board, as a whole, feel that there should be minimum stay limits placed on short term rentals? (not including hotels, motels or B&Bs); 2.) If your Board feels that there should be minimum stay limits put in place, what is the consensus on the specific number of days? 7-, 14- or 28-day minimum.

Select Board members discussed the questions at length. Janet Worthington did not believe the number of days could be determined until the governor releases guidelines. Susan Areson said she was reluctant to get into something that can't be enforced since there are hundreds of Airbnb's and other short-term rentals in Truro. Kristen Reed had reports from other towns. Chatham and Brewster have no restrictions. Orleans has not made a decision yet. The Eastham Select Board is still in discussion with some in favor of 14-day minimums and some for 28-days. Wellfleet is also divided. Provincetown is meeting today and has not yet decided. Ms. Reed said she had also looked at how other seaside communities were dealing with short-term rentals. Some used a phased approach, and some were treating Airbnb, hotels and motels differently. She said Truro's minimum number of days match the state's number. She suggested that the numbers could be different for June and July, but she wanted to hear from her colleagues first. Stephanie Rein said some form of limits should be in place, but she could not commit to a number of days. A phased approach based upon Covid infection rates might be a good idea, she said. She too had looked at other towns. She said it was not clear why the first question was directed at homeowners who rent and did not include Airbnb, hotels and motels. Robert Weinstein agreed there should be a number of days for minimum stay, but if private homeowners are treated differently, it puts them at a disadvantage. He said it would be irresponsible to exclude any one group from the regulations. The idea is to control the visiting population, he said. On the second question, he tends toward the conservative 28-day stay, but he might consider 14 days. He does not want to see a patchwork of regulations in the various Cape towns. Citing the DOT's traffic figures for the Cape Cod bridges, he mentioned April's 50% drop in traffic from last year. He said that the rental days should control numbers the way parking lots do. Susan Areson said everyone needs to be treated equally. She questioned if Airbnb's count as homes or businesses. Kristen Reed said she could settle on a 14-day minimum stay. She mentioned how different Memorial Day Weekend looked compared to other years since short-term rentals were limited to essential workers only. Susan Areson said she could not figure out enforcement for a minimum stay. She noted that there were no crowds in Provincetown with no short-term rentals this Memorial Day.

Diane Messinger called into the meeting to discuss her summer plans for renting her house, a means of income. She had leases signed with tenants in January. Her cleaners are ready to disinfect between renters, most of whom cannot afford two-weeks. She is waiting for guidance from the governor. If Governor Baker says wait till August, she and others will lose income. People coming in are just as concerned for safety as residents, she said.

Joan Holt asked how the quarantine is factored if people are only here for 14 days.

Rae Ann Palmer reminded the Select Board that the request was for an opinion. Everyone still needs to wait for the governor before making decisions. She agreed with Susan Areson that it is not something that can be enforced. Economic health v. physical health is at issue.

Select Board members decided that they agreed on the first question if hotels, motels and Airbnb's were included; however, they did not want to choose a timeframe until after the governor had announced state guidelines for short-term rentals.

Kristen Reed moved that the Select Board was in consensus that there be limitations on short-term rentals including hotels, motels and B&Bs with the caveat that the Board will continue to discuss the number of days before making a decision after the governor has set state guidelines on short-term rentals. Stephanie Rein seconded, and the motion carried 5-0.

Farmers' Market

Stephanie Rein recused herself from discussion and voting on the Farmers' Market.

Francie Randolph of Sustainable Cape had submitted the application for use of Town property for the Farmers' Market, set to reopen June 8, 2020 at Pamet Park/Veterans Memorial Park. She shared protocols for opening the market with safety precautions approved across the state. The Number One priority, she said, is the safety of farmers, vendors, staff, volunteers and customers. She had met with department heads, who liked what was going on inside of the Market. Ms. Randolph had submitted the layout plan with defined perimeter, exit and entrance routes. Provisions include: no touching of food, wearing masks, customer limits, markers and a cashless, touch-free, pre-ordering system. They are working with Good Neighbor, who will do pick-ups for people. There will be no educational activities this year, so people should move through quickly with no negative effects to the farmers.

There had been a suggestion from the department heads to move the location of the Farmers' Market. She said a study done several years ago showed that moving markets didn't work well because they are fragile. She didn't know if a move would work and didn't want it to be devastating to the income of some of the farmers. The participating farmers feel confident that the planned safety measures will work, but a change of venue would add to their anxiety, according to Ms. Randolph. She wanted to know how a change in location would work. With large food systems breaking down, keeping food access to all socio-economic levels is more important than ever, she said. The Farmers' Market offers programs to SNAP, WIC and Veterans. Fishermen have joined the Market in the effort to keep Truro healthy. The Sustainable Cape school gardening program also supports the environment, she said.

Chair Janet Worthington raised liability issues for curbside pick-ups. Ms. Randolph said that Good Neighbors picked up prepared orders, and able-bodied people in a pre-order line can move more quickly. Ms. Worthington asked about limiting the number of vendors, but Francie Randolph said the idea was not to limit the food but the number of shoppers by encouraging people to come by themselves. Large parties of six to eight will be discouraged. Some vendors are not returning this year, she said.

Ms. Worthington asked about changing the location. She said people would find the Farmers' Market even if it is moved. She encouraged Ms. Randolph to have the participating farmers

discuss relocating to the community center or school, where there is plenty of parking and more safety. Francie Randolph reviewed her plans for waiting lines with social distancing, gates and numbers allowed in at any one time, all in accordance to the governor's guidelines. She said that Wellfleet has reopened their Farmers' Market, starting off with small numbers. She said the market would not be a place to hang out this year. People would access the food and head home. Robert Weinstein supported a relocation because of the current dangers and parking problems in Truro Center. He favors the Truro Central School since the Recreation program will be curtailed, the property is highly visible, Town-owned, fenced in, away from traffic and easily accessed. It would not be the long-term location. He discussed the estimates for numbers of people, including the vendors, and asked about holding the market on the weekend. He saw Truro's responsibility to health first over economics.

Rae Ann Palmer said she had spoken to School Superintendent Gradone, who did not foresee a problem with the location, but it is the School Committee who has control of the property. Ms. Palmer agreed that the safety precautions were excellent and was comfortable with the arrangements for the field and for the vendors. Francie Randolph said she will canvas the farmers about moving to the school grounds. She had questions about driving onto the ball field with heavy trucks and issues with traffic on Rte. 6 and across the highway. In answer to Mr. Weinstein's question about holding the Farmers' Market on the weekend, she said that the farmers spread out the days for each market, so that they can make the most of them. Farmers' Markets are held on Provincetown and Orleans on Saturdays. Monday is actually a high volume day, she said. It works for new arrivals, and they open at 8 a.m. to serve people with 9 to 5 or night jobs.

Jarrold Cabral addressed her concerns about the ball field. He said DPW could flag the irrigation system on the ball field so the farmers could drive around it. Police Chief Calise commented on the proposed location. It solves parking problems. If the numbers over the course of a few hours are in the dozens, rather than hundreds, he does not see a major traffic issue. He had expressed his concern about safety for parking, access, crossing the street and the convergence of roads at Truro Center. Fire Chief Timothy Collins had also expressed concern about the ability to get to a medical emergency at the Veterans Park location.

Francie Randolph said she would explore moving the Farmers' Market. Even though she thinks the center of town is a better location, she would do so for Covid reasons. She said it would take tremendous effort, and they would need help. She was concerned about having a water station and porta-potty. Janet Worthington said that would be possible at the school location, which might be the right place for this year.

Kristen Reed questioned Ms. Randolph on the plans for the Farmers' Market that she had presented to the Select Board. Although the inside layout and plans were clear, Ms. Reed wanted to know more about the waiting areas and exits to the outside. Francie Randolph said she had not been able to complete a traffic flow map, but she had indicated where people could park on South Pamet Rd., how to proceed with six-foot distancing and enter the gate into the waiting area with distancing space. Customers would exit through the gate closest to Jams, away from the people heading into the market area. There would have to be a crossing to get across Truro

Center Rd. From the other side, those who park at the triangle or further down the road from Blackfish would exit from a gate by the shed and porta-potty.

Robert Weinstein reviewed his many concerns about the location in Truro Center: parking along South Pamet Rd., traffic for the post office and Jams, people parking in the Jams lot despite being told not to do so and the intersection of Castle Rd. and Truro Center Rd., two major roads. He said there would be none of these problems at the school. The fencing there is a plus. Additional parking is available the upper lot used by staff. The school is also considered as the heart of the community, he said.

Francie Randolph said she would walk the field. It has potential for the Farmers' Market this year. She will see what the vendors say about moving. She needs to learn more about provisions for the shed, which is full of their equipment. She wanted to know more about policing, hand washing accommodations and porta-potties. Ms. Palmer said vendors could drop off the hand washing stations and porta-potties. The fencing is already there. Chief Calise could provide help with traffic, but his department is down three officers. The shed can be temporarily moved if necessary.

Ms. Palmer said there were two e-mails from Daniel Holt and Jack Riemer in support of not moving the Farmers' Market from its present location. Ms. Randolph said if the Farmers' Market moved this year, she would want it to return to Truro Center in the future.

Kristen Reed asked if Ms. Randolph could present additional plans for the waiting area just in case the School Committee was not in favor of the move to the Truro Central School. Susan Areson said the waiting area details on the latest plan were not the same as the diagram included in the Select Board packet. She suggested smaller limits on the number of people shopping and waiting. Ms. Randolph said she had given upper limits. The limits can be adjusted up or down, depending upon self-distancing. Susan Areson said even two people for each vendor is still 46 people if there are 23 vendors participating. Emily Beebe said she had not suggested the number. She said that she had looked at the square footage of the area and asked the organizers to reevaluate capacity based on the maximum numbers. She said that the plan had addressed all her questions and followed state recommendations.

Chair Janet Worthington left it up to Francie Randolph to explore possibility of moving the Farmers' Market to the Truro Central School grounds. The Select Board will consider the Farmers' Market at a meeting next week after the School Committee has been consulted.

CONSENT AGENDA

There were no Consent Agenda items presented at this meeting.

SELECT BOARD REPORTS/COMMENTS

Select Board members gave reports on a variety of topics. Janet Worthington said that the Town Manager Selection Committee will be interviewing candidates on June 1st. She will report more after the interviews. Kristen Reed offered condolences to the family of Carol Madru, who was found on a North Truro beach after a kayak accident. Anyone able to provide more information should call investigators at 508-457-3211, she said. Susan Areson reported that she had found

the remains of a beach fire and drinking party at Longnook Beach over the weekend. There were fire embers, beer cans and broken bottles left on the beach. She found it very discouraging that people were not following rules but had no solutions even after notifying the Police Chief. Robert Weinstein said that he had attended a Municipal Planning Organization (MPO) virtual meeting. Two of their grants will have an impact on Truro – the intersection of Shankpainter Rd. and Rte. 6 in Provincetown, about to get underway, and the Rte. 6 and Main Street intersection in Wellfleet, scheduled for 2023. He commented on the disregard for social distancing and mask wearing on Seashore land. The paths do not have space for distancing, he said, and the Seashore has not posted any advisory signs on North Pamet Rd. He would like to know what the Seashore is going to do to project visitors and residents.

TOWN MANAGER’S REPORT

Rae Ann Palmer reported that two large shark signs were stolen with additional damage to a split rail fence to get one of them. It is very disheartening, she said, that these and Covid signs had already been taken because the signs are there for safety purposes and cost money every time they have to be replaced. A geologist will be coming to examine the condition of the banking at Longnook Beach. Ms. Palmer will invite National Seashore Superintendent Brian Carlstrom to a Select Board meeting and add a beach discussion to the agenda.

NEXT MEETING AGENDA

A meeting was moved to June 4th so the farmers can consider relocation and prepare arrangements. The regular meeting will take place after the governor’s Phase 2 openings are announced on June 8th. Agenda for the meetings so far are:

Thursday June 4 at 9 a.m.: Farmers’ Market approvals

Tuesday, June 9 at 5 p.m.: ballot questions for June 30th Elections.

Kristen Reed gave advice to vote early in the town elections by going to the Town website’s “News and Announcements” for information on how to mail, e-mail, fax or put ballots in the drop box at Town Hall.

ADJOURNMENT

Robert Weinstein moved to adjourn. Stephanie Rein seconded, and the motion carried 5-0. The meeting was adjourned at 4:12 p.m.

Respectfully submitted,

Mary Rogers, Secretary

Town Manager Rae Ann Palmer
Under the Authority of the Truro Select Board

Public Records material of 5/28/2020

1. E-mail from Cathy Haynes
2. Municipal Purpose Loan
3. General Obligation Bond Anticipation Notes
4. Certificate of Award (General Obligation Bond Anticipation Note)
5. July 2020 Budget
6. Farmer's Market application and materials
7. E-mails from Daniel Holt and Jack Riemer

DRAFT

Truro Select Board Work Session Tuesday, May 28, 2020 Remote Meeting

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

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

Janet Worthington opened the work session at 4:12 p.m., immediately after the regular meeting had been adjourned.

Town Events

Town Manager Rae Ann Palmer said there had been no new applications for Town events.

Harbor Operations

Ms. Palmer said that the guidelines and signs for Massachusetts only vehicles at Pamet Harbor are in place. Signs are also posted for movement on the gangway. People are applying for moorings, and provisions are being made for fourteen out-of-state mooring holders who are Truro property owners to receive passes to park at the Harbor. Ms. Palmer said that additional signs for wearing masks and for social distancing will be posted at the Harbor as soon as the signs arrive.

Kristen Reed said that masks and informational materials were being distributed at Provincetown's Firehouse #3. She asked if Truro would consider doing something similar. Ms. Palmer said surgical masks are being reserved for medical personnel, but the Town is considering cloth masks for the other Town employees. However, there are budget concerns, she said. Fire Chief Timothy Collins said that cloth masks from FEMA have been given to the Health Agent and the Police Department. If Truro wants to develop a program like Provincetown's, he said that purchasing masks and other supplies for businesses was an available option. Janet Worthington suggested that masks could be available at the Fire Department. Health Agent Emily Beebe confirmed that hospital masks should not be given to the general public, but there could be a drive for donations of cloth masks made by members of the community. Chair Worthington said this could be advertised on the Town website. Ms. Palmer said the Town is obliged to provide masks for employees since they are required to wear them. Stephanie Rein suggested that masks for Town employees could be standardized. Non-medical grade masks should be available for the police to give motorists not wearing masks if they are stopped, according to Ms. Palmer. She said there will be further reports on masks at next week's meeting.

Beaches and Ponds

So far, there are one-way beach access paths, one at each end of the beaches. Some of the paths still need to be widened. The Beach Director will be installing new signs in a few days. Ms. Palmer said daily passes for Coast Guard Beach and Corn Hill are under discussion. A recommendation of social distancing of 12 feet at the beaches will mean decreases in parking spaces. Some towns are planning 25% and 50% reductions for parking spaces, and some towns are not reducing parking. Ms. Palmer

recommended that daily passes at Corn Hill and Head of the Meadow Beaches not be issued to create better social distancing and to avoid handling money at the location. Non-resident beach stickers for beaches still depends upon the governor's advice, she said.

Susan Areson asked about the side-by-side parking lots for Town-owned and Seashore-owned Head of the Meadow Beach, noting that whatever one does impacts the other one. She agreed about the not issuing daily passes, something that Wellfleet is already doing. Janet Worthington suggested eliminating the day passes at Corn Hill Beach but waiting to decide about Coast Guard Beach.

Stephanie Rein said that since Wellfleet is eliminating day passes, then Truro should too since beach goers would head to Truro if they couldn't get into the Wellfleet beaches. Robert Weinstein said he was in favor of limiting day passes. He said he wants the National Seashore Superintendent to be on the same page because it would be too hard to have different regulations for side-by-side beaches. Rae Ann Palmer said she will try to schedule a meeting with Superintendent Brian Carlstrom. She knows that the Seashore has not been able to hire the summer staff yet. Kristen Reed said she agreed that daily passes should not be offered. She had liked the other idea of beach stickers for family members here for the summer. Susan Areson noted the amount of space on beaches, provided people are willing to spread out once they are on the beach. She said she would not like to see parking completely eliminated from any of the ocean beaches.

Returning to the discussion of the summer Recreation program, Mr. Weinstein asked for an update. Rae Ann Palmer said that the staff recommendation was to not go forward with the program because of safety considerations for children and staff. Recreation Director Damion Clements said that he does not have enough staff to go forward with the mandated safety guidelines. He said that the space at the Truro Central School could be available for the Farmers' Market. No one disagreed with the Town Manager's decision to suspend the Recreation program for this summer.

Town Buildings

Rae Ann Palmer said that there is no municipal guidance yet on numbers in Town buildings. A provision for 25% allows about four people at Town Hall, so it's okay to plan office by office. Town buildings are not open to the public, but staff has been working in them. Plans are underway for social distancing inside. Plexiglass barriers will be installed. Two people will not be in one office at the same time. Ms. Palmer has authorized DPW Director Jarrod Cabral to do duct cleaning in all the buildings at a cost of around \$9,000. An upgrade to the HVAC system is needed to remediate dampness in the Town Hall basement. The Library staff will be returning on Monday. They will work in shifts to provide curbside pick-ups. Plans for the COA and Recreation staff are not set. Kelly Clark said almost all the written plans for departments have been completed.

Town Accountant Trudi Brazil and her Assistant Tami Francis have been working in their office in rotation since, she said on a lighter note, they have not been able to figure out a 25% ratio of themselves. Ms. Palmer said that the Treasurer/Collector staff and the Administrative staff – Liz Sturdy, Nicole Tudor and Noelle Scoullar – have been scheduling separate times to work in Town Hall. Emily Beebe said that the 25% rule does not need to be applied for critical service, but distancing rules do need to be observed. Rae Ann Palmer said that the work is getting done, but she will make a plan that shows what can be done at home. After the duct work has been completed, she is planning a trial reopening for the end of June. There have been no complaints about the buildings being closed, she said.

Playgrounds

State guidance for reopening playgrounds comes in Phase 2. If Truro is not ready, it can wait until there is a plan in place for a safe environment. Stephanie Rein, although she loves the playground, expressed her apprehension about everything that would be touched and the difficulty of constant cleaning.

Robert Weinstein raised a budget concern about employees, but Rae Ann Palmer believed it to be a matter for an executive session. She said that employees are accurately reporting their hours.

Business Reopenings

Chair Worthington said that Truro is still waiting for the governor's advice on reopening businesses. Kristen Reed asked about porta-potties and hand washing stations for business owners who are not comfortable about letting clients use their restrooms. Ms. Palmer said these are extremely expensive to maintain. Last year they cost \$45,000 at the beaches. This year the expense is over \$100,000. Hand washing stations will replace the hand sanitizers that were used last year. Kristen Reed asked about making some other facility like the Community Center available to the public. Susan Areson said that porta-potties were the best option at the present time.

Next Steps

Select Board members and Assistant Town Manager Kelly Clark planned a time for the next Reopening Task Force meeting when business owners Steve Roderick and Bob Montano could attend. They will be invited to the June 9th meeting. There is hope that Governor Baker will give more notice about the next phase of reopening before it starts.

Next Reopening Meeting Agenda

The next meeting will cover the set agenda: Town events, Harbor operations, beaches & ponds, Town buildings, playground and business reopenings.

Adjournment

The meeting ended with a round of thanks for all Town staff and colleagues on the Board with observations on the difficulties of proceeding without state guidance and the time-consuming nature of the virtual meetings.

Meeting was adjourned at 4:55 p.m.

Respectfully submitted,

Mary Rogers, Secretary

Town Manager Rae Ann Palmer
Under the Authority of the Truro Select Board