



Truro Select Board

Tuesday, November 10th, 2020

Executive Session-4:00pm

Remote Meeting-5:00pm

EXECUTIVE SESSION:

- I. *Move that the Select Board enter into Executive Session in accordance with the provisions of Massachusetts General Law, Chapter 30A, §21 (a) 1 to discuss the reputation, character, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual; and not reconvene in open session, unless the individual involved requests that the session be open.*
- II. *Move that the Select Board enter into Executive Session in accordance with the provisions of Massachusetts General Law, Chapter 30A, §21 (a) 3, to discuss strategy with respect to Horton's Campground litigation (A/C Mobile Home Park v. Zoning Board of Appeals), whereas discussion of these matters in open session would have a detrimental effect on the litigating positions of the Town (and the Chair so declares it) and to reconvene in open session.*

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 1 877-309-2073 and enter the following access code when prompted: 315-545-525 or you may join the meeting from a computer, tablet or smartphone by entering the follow URL into your web browser:** <https://global.gotomeeting.com/join/315545525>. 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 Interim Town Manager at jcalise@truro-ma.gov with your comments.

1. PUBLIC COMMENT

2. PUBLIC HEARINGS NONE

3. BOARD/COMMITTEE/COMMISSION APPOINTMENTS

- A. Interview and Approve Christine Meade-Bike and Walkways Committee
- B. Interview and Approve Nancy Medoff-Charter Review Committee
- C. Interview and Approve Ann Courtney-Beach Commission

4. TABLED ITEMS NONE

5. SELECT BOARD ACTION

- A. Year-Round Condominium Conversion for 503 and 522 Shore Road-Sutton Place Condominium
Presenter: Emily Beebe, Health Agent
- B. Update on Covid-19
Presenter: Emily Beebe, Health Agent
- C. Discussion on Curb Cut Application Process
Presenter: Jarrod Cabral, DPW Director and Rich Stevens, Building Commissioner
- D. Vacancy List for Boards/Committees and Commissions
Presenter: Robert Weinstein, Chair

6. CONSENT AGENDA

A. Review/Approve and Authorize Signature:

1. *Curb Cut Application 9 Mill Pond*

2. *Curb Cut Application 126 Old County Road*

3. *Appointment Renewal Eliza Harned to Beach Commission*

B. Cloverleaf Land Development Option Agreement Extension

C. Select Board Approval of Cape CDP Executive Director Sign Off on Housing Rehab Loan Suborinations and Discharges

D. Review and Approve Select Board Minutes: August 25, 2020

7. SELECT BOARD REPORTS/COMMENTS

8. TOWN MANAGER REPORT

9. NEXT MEETING AGENDA: November 17



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: November 10, 2020

ITEM: Application to Serve for an Appointment on the Bike and Walkways Committee

EXPLANATION: Christine Meade submitted an Application to Serve for the Bike and Walkways Committee for the one-year Alternate member vacancy. The Chair, Sue Roderick, endorsed the appointment.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The Bike and Walkways Committee would not have a full panel of members.

SUGGESTED ACTION: *Motion to appoint Christine Meade to the Bike and Walkways Committee for a one-year term to expire June 30, 2021.*

ATTACHMENTS:

1. Application to Serve-Christine Meade



TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

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

APPLICATION TO SERVE ON AN APPOINTED MULTI-MEMBER BODY

NAME: Christie f. Meade HOME TELEPHONE: Cell [REDACTED]

ADDRESS: 4 JOSEPHS ROAD WORK PHONE : _____

MAILING ADDRESS: PO Box 525 E-MAIL: [REDACTED]

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

The TRURO Bike AND Walkway Committee

SPECIAL QUALIFICATIONS OR INTEREST: Truro resident, avid biker/biker. Ridden numerous times on Cape Cod NATIONAL Seashore + the C.E RAIL trail Wellflect to Yarmouth. Have knowledge of Provincetown AND Truro streets

Also Have read material about the Accomplishment of AND the goals for the Outer Cape

COMMENTS: Bike + Walkway Commission. 2 years ago I travelled through the Netherlands on a bike tour. The country's primary mode of Transportation is bicycle. There are numerous bike paths/routes through out the country that connect all the cities. The trails are well maintained and signs are posted It made bicycling more relaxing AND inviting. CapeCods trails are well done and expanding. I would enjoy helping the goals

SIGNATURE: Christie f Meade DATE: October 19, 2020

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

SIGNATURE: _____ DATE: _____

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

From: [REDACTED]
To: [Nicole Tudor](mailto:ntudor@truro-ma.gov)
Subject: Re: Application to Serve - Bike and Walkways Committee
Date: Wednesday, October 21, 2020 7:26:52 PM
Attachments: [image003.png](#)
[image004.png](#)
[image005.png](#)

Yes, I approve.

On Wed, Oct 21, 2020 at 12:05 PM Nicole Tudor <ntudor@truro-ma.gov> wrote:

Hi Sue,

Could you please review and comment on the attached or in an email to me on the Application to Serve from Christine Meade for the Bike and Walkways Committee.

Thank you,

Nicole

Nicole Tudor

Executive Assistant

Administration and Select Board Office

Truro Town Hall | PO Box 2030

24 Town Hall Road | Truro, MA 02666

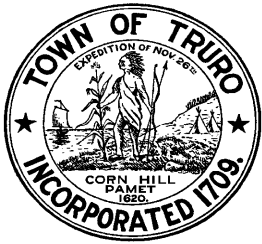
Direct Line: (508) 214-0925

Extension: (508)349-7004 Ext 110

Fax: (508)349-5505

Email: ntudor@truro-ma.gov





TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: November 10, 2020

ITEM: Application to Serve for an Appointment on the Charter Review Committee

EXPLANATION: Nancy Medoff submitted an Application to Serve for the Charter Review Committee for the three-year unexpired member vacancy. The Chair, Robert Panessiti, endorsed the appointment.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The Charter Review Committee would not have a full panel of members.

SUGGESTED ACTION: *Motion to appoint Nancy Medoff to the Charter Review Committee for a three-year unexpired term ending June 30, 2021.*

ATTACHMENTS:

1. Application to Serve-Nancy Medoff



TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

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

APPLICATION TO SERVE ON AN APPOINTED MULTI-MEMBER BODY

NAME: Nancy Medoff HOME TELEPHONE: [REDACTED]

ADDRESS: 7 Fishermans Road WORK PHONE: _____

MAILING ADDRESS: 7 Fishermans Road E-MAIL: [REDACTED]

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

Charter Review Committee

SPECIAL QUALIFICATIONS OR INTEREST: The various leadership positions I have enjoyed in the corporate world in leading teams and managing change taught me the value of gaining systematic feedback, honoring the culture and history of an organization while also keeping an eye towards the future. For the Charter Review Committee I would bring these values along with my leadership experience, project management skills and collaborative communication approach to support Truro's evolving needs and those of our citizens.

COMMENTS: _____

SIGNATURE: Nancy Medoff Digitally signed by Nancy Medoff
Date: 2020.10.21 15:06:54 -04'00' DATE: 10/21/2020

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

SIGNATURE: _____ DATE: _____

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

From: [REDACTED]
To: [Nicole Tudor](#)
Cc: [Noelle Scoullar](#); [REDACTED]
Subject: RE: Application for Charter Review Committee
Date: Monday, October 26, 2020 2:05:03 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

Nicole,

I spoke with Nancy Medoff last week and would strongly endorse her candidacy for a position on the Charter Review Committee. I believe Nancy's experience, preparedness and balanced approach to serving the needs of the community is exactly what we need at this time. If the Select Board would like me to share my enthusiasm or provided additional comments at their appointment meeting I would be happy to attend. Thanks and have a good day,

Bob

Robert M Panessiti, ChFC
Senior Vice President-Wealth Management
Senior Portfolio Manager
Portfolio Management Program
UBS Financial Services Inc.
One Post Office Square 34th FL
Boston, MA 02109



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: November 10, 2020

ITEM: Application to Serve for an Appointment on the Beach Commission

EXPLANATION: Ann Courtney submitted an Application to Serve for the Beach Commission for the three-year term member vacancy. The Chair, Eliza Harned, endorsed the appointment.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The Beach Commission would not have a full panel of members.

SUGGESTED ACTION: *Motion to appoint Ann Courtney to the Beach Commission for a three-year term to expire June 30, 2023.*

ATTACHMENTS:

1. Application to Serve-Ann Courtney



TOWN OF TRURO

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

APPLICATION TO SERVE ON AN APPOINTED MULTI-MEMBER BODY

NAME: Ann Courtney HOME TELEPHONE: [REDACTED]

ADDRESS: 7 High Ridge Rd WORK PHONE: [REDACTED]

MAILING ADDRESS: PO Box 29 Truro 02666 E-MAIL: [REDACTED]

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

SPECIAL QUALIFICATIONS OR INTEREST: Coordinated the purchase of the acre lot next to Great Hollow beach. I was the chair of the capital campaign committee. I am also the President of the Friends Of the Truro Library.

COMMENTS: _____

Respectfully submitted. Ann Courtney. 10/28/2020

SIGNATURE: _____ DATE: _____

COMMENT/RECOMENDATION OF CHAIRPERSON OF MULTI-MEMBER BODY (OPTIONAL) _____
Ann would make a great addition to the beach commission.

SIGNATURE: eliza harned Digitally signed by eliza harned Date: 2020.10.29 11:44:24 -04'00' DATE: 10/29/2020

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



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Health Department

REQUESTOR: Emily Beebe, Health and Conservation Agent

REQUESTED MEETING DATE: November 10, 2020

ITEM: Sutton Place Condominium, Year-Round Conversion

EXPLANATION: Sutton Place Condominium located at 503 & 522 Shore Road, is requesting conversion from seasonal to year-round use per [§40.3 Conversion of Cottage or Cabin Colony, Motor Court, Motel or Hotel](#). The amended Zoning By-Law allows existing condominium to convert to year-round use if the condominiums meet building, health and safety codes. Sutton Place Condominium Association approved the conversion and amended their documents accordingly. The process then requires the vote of the Board of Selectmen to approve removing the seasonal covenant. A release of the seasonal covenant is required to allow for year-round use.

FINANCIAL SOURCE (IF APPLICABLE):

IMPACT IF NOT APPROVED: Sutton Place Condominium will not have year-round use of the units.

SUGGESTED ACTION: Motion to approve the year-round use and removal of the seasonal covenants for Sutton Place Condominium located at 503 & 522 Shore Road.

ATTACHMENTS:

1. Step 1 Application
 2. Step 2 Application
 3. Amendment to Master Deed
 4. Release from Declaration of Covenants
- (Note: Units 7, 8, 9 & 20 are participating at this time.)*

PAID
#2025
\$1700.00

APR 02 2019
RECEIVED



TOWN OF TRURO

24 Town Hall Road
PO Box 2030
Truro, MA 02666
508-349-7004

Tel (508)-349-7004
Fax (508)-349-5508

units 25

Step 1- Pre Application
Condominium Conversion Application

Date: 3/20/2019
Establishment Name: Sutton Place Condominium
Property Address: 503-522 Shore Road
Mailing Address: C/O RKM Property Management
PO Box 1021 Provincetown, MA 02657
Designated representatives: Richard Mills
Telephone: 508-487-1621
Email: info@rkmpropertymanagement.com

Property Compliance Checklist- preliminary file research

Health

- Current Title V inspection report *needs VA reports → 12/3/17 2 systems*
- 105 CMR 410 – Minimum Standards for Human Habitation – general compliance

Notes

✓
* VA reports for 2018 and late 2017 Spring 2019 RECEIVED

Conservation

- If any required site work is in a resource area or buffer zone make proper filings with Truro Conservation Commission
- If any dwelling units are in a flood hazard zone provide elevation certificates

Site and Utilities

- Water - If on town water provide sign-off from Provincetown Water Department regarding suitability of on-site distribution system for year-round use.
- Gas – individually metered units if source is common tank
- Electric – units are individually metered

Building (based on 780 CMR – 9th edition)

- Egress, light and ventilation – compliant with R102.6.4
- Bedroom and basement emergency escape and rescue openings – compliant with R310
- Energy – compliant with Ch. 11 and 2015 IECC 505 w/ appendix AA (stretch code)
- Fire protection – compliant with R313 and R314. For multifamily units (3 or more per building) compliance with 2015 IBC, Ch. 9, with MA amendments.

maximize insulation @ Bay cavity
Smokes to come

BUILDING DEPARTMENT
TOWN OF TRURO

APR 23 2019

RECEIVED BY:

Sutton Place Condominium Association Trust Meeting Minutes

The Trustees called to order the meeting of the Sutton Place Condominium Association at 6 pm on 4/16/2019. The meeting is being conducted via conference call. The intent is to vote on RKM Property Management representing Sutton Place Condominium in the endeavor to convert to year-round occupancy with the Town of Truro.

Open Issue: Appoint a representative to proceed with the application to convert to year-round occupancy.

New Business:

- A. Agreement to authorize RKM Property Management to apply for year-round occupancy status on Sutton Place Condominium's behalf with the Town of Truro.


IN WITNESS WHEREOF, the parties hereto set their hand and seal as of the day and year written above.
Agreed and Accepted:

Digitally signed by eric shapiro
DN: cn=eric shapiro, o, ou,
email=eshapiro@lexvest.com,
c=US
Date: 2019.04.17 13:02:12 -04'00'
eric shapiro _____ Date: 4/17/19

Trustee Signature
Eric Shapiro

Trustee Printed Name

Sutton Place Condominium



Signature Date: 5/15/19

Russell Heamer

RKM Property Management

BUILDING DEPARTMENT
TOWN OF TRURO

APR 23 2019

RECEIVED BY:

Sutton Place Condominium Association Trust Meeting Minutes

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Open Issue: Appoint a representative to proceed with the application to convert to year-round occupancy.

New Business:

- A. Agreement to authorize RKM Property Management to apply for year-round occupancy status on Sutton Place Condominium's behalf with the Town of Truro.

IN WITNESS WHEREOF, the parties hereto set their hand and seal as of the day and year written above.
Agreed and Accepted:

:  Date: APRIL 17, 2019
Trustee Signature

LISA G. LOVELAND
Trustee Printed Name

Sutton Place Condominium

 Date: 5/15/19
Signature

Russell Heamer

RKM Property Management

PAID 2032 \$150

Step 2: Condominium Conversion Application

Date: 6/15/2019
Establishment Name: Sutton Place Condominium Association
Property Address: 503-522 Shore Road
Mailing Address: C/O RKM Property Management PO Box 1021 Provincetown, MA 02657
Designated representatives: Russ Heamer, RKM Property Management
Telephone: 508-487-1621
Email: info@rkmpropertymanagement.com

TOWN OF TRURO
24 Town Hall Rd.
PO Box 2030
Truro, MA 02666
Tel (508) 349-7004
Fax (508) 349-5508

BUILDING DEPARTMENT
TOWN OF TRURO

JUN 24 2019

RECEIVED BY:

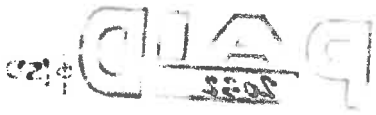
Please identify the type of conversion being sought:

- Existing Cottage Colony/Motel to seasonally restricted use (year-round manager's unit allowed)
Existing Cottage Colony/Motel to year-round use (full property or individual units)
Existing Condominium to year-round use (full property or individual units)

Current number of: 29 Units 47 Bedrooms
Proposed number of: 29 Units 47 Bedrooms

Submit the following documents in support of this application:

- Completed Declaration of Covenant (for newly created condominiums -seasonal or year-round use)
Completed Modification/Removal of Covenant (existing condominiums)
Per Attorney, Matthew Gaines and Michelle Fogarty discussion: The current Master Deed requires the Town of Truro's Board of Selectmen's approval to be occupied year round prior to the modification of the Deed. The Deed's additional requirement of 75% of the beneficial interest in favor of the occupancy modification has been met. The covenant will be removed once Board of Selectmen approve the conversion.
Parking plan (newly created condominiums) approved: [Signature] 9.14.20 Building Commissioner date
Septic Plan (if required by Health Dept.) approved: [Signature] (not required) Health Agent date
Current Septic System Inspection Report 12/03/2017 2012 date year of installation
Property Compliance Checklist from Step 1 - Pre Application



Comments of the Health Agent

Septic Insp Current

Ready for yr road } *503 Shore Road, Unit 20*
Need new O&C permits for these units } *522 Shore Road units 9, 8, 7*

E. Bebe *10/1/2020*

Health Agent date

Comments of the Building Commissioner

R. [Signature] *9-14-20*

Building Commissioner date

The Town of Truro, as represented by its Select Board shall execute the attached Covenant subject to the successful completion of the required actions outline in the Condominium Conversion Process.

This application has been approved by the undersigned:

Select Board date

**THE SUTTON PLACE CONDOMINIUM
AMENDMENT TO THE MASTER DEED**

Reference is hereby made to that certain First Amendment to and Restatement of Master Deed dated June 21, 2012, and recorded with the Barnstable County Registry of Deeds in Book 26436, Page 189, which First Amendment to and Restatement of Master Deed established, pursuant to Massachusetts General Laws, Chapter 183A The Sutton Place Condominium.

WHEREAS the Unit Owners entitled to at least seventy-five (75%) percent of the undivided interest desire to amend said Master Deed as provided for in Section 16 thereof.

NOW THEREFORE said Master Deed is hereby amended in accordance with the provisions of said Section 16 by deleting subsection (f) of Section 12 of the Master Deed in its entirety, and inserting in place thereof the following new subsection (f):

(f) In accordance with the Truro Zoning By-Laws, as amended, effective as of the date of recording of this amendment, any unit which has been authorized by the Town of Truro Board of Selectmen for year-round use may be used for such purpose.

[SIGNATURES APPEAR ON NEXT PAGE.]

IN WITNESS WHEREOF we, the undersigned being a majority of the Trustees of the Sutton Place Condominium Trust having first received the written consent of the Unit Owners entitled to at least seventy-five (75%) percent of the undivided interest, all of which are attached hereto, have set our hands and seals this 12 day of March, 2019.

Lisa G. Loveland
LISA G. Loveland, Trustee

_____, Trustee

_____, Trustee

COMMONWEALTH OF MASSACHUSETTS

Suffolk County, ss.

On this 12 day of March, 2019, before me, the undersigned notary public, personally appeared Lisa Loveland, and _____, and _____ proved to me through satisfactory evidence of identification, being (check whichever applies): driver's license or other state or federal governmental document bearing a photographic image, oath or affirmation of a credible witness known to me who knows the above signatory, or my own personal knowledge of the identity of the signatory, to be the person whose name is signed above, and acknowledged the foregoing to be signed by him/her voluntarily for its stated purpose, as Trustees of said Sutton Place Condominium Trust.

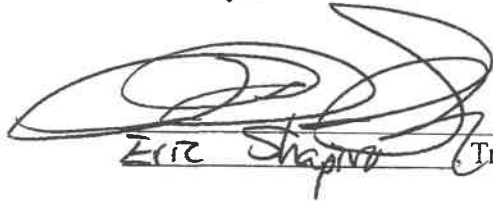


Notary Public TJM

My Commission Expires: 5.23.2025

IN WITNESS WHEREOF we, the undersigned being a majority of the Trustees of the Sutton Place Condominium Trust having first received the written consent of the Unit Owners entitled to at least seventy-five (75%) percent of the undivided interest, all of which are attached hereto, have set our hands and seals this 10 day of

January, 2019.


Eric Shapiro, Trustee

_____, Trustee

_____, Trustee

COMMONWEALTH OF MASSACHUSETTS

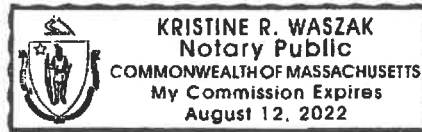
MIDDLESEX County, ss.

On this 10th day of JANUARY, 2019, before me, the undersigned notary public, personally appeared ERIC SHAPIRO, and _____ proved to me through satisfactory evidence of identification, being (check whichever applies): driver's license or other state or federal governmental document bearing a photographic image, oath or affirmation of a credible witness known to me who knows the above signatory, or my own personal knowledge of the identity of the signatory, to be the person whose name is signed above, and acknowledged the foregoing to be signed by him/her voluntarily for its stated purpose, as Trustees of said Sutton Place Condominium Trust.

KRISTINE WASZAK

Notary Public

My Commission Expires: 8.12.22



IN WITNESS WHEREOF we, the undersigned being a majority of the Trustees of the Sutton Place Condominium Trust having first received the written consent of the Unit Owners entitled to at least seventy-five (75%) percent of the undivided interest, all of which are attached hereto, have set our hands and seals this March 11 day of March, 2019.

[Signature], Trustee

_____, Trustee

_____, Trustee

COMMONWEALTH OF MASSACHUSETTS

York County, ss. Maine

On this 11th day of March, 2019, before me, the undersigned notary public, personally appeared Jane Longden, and _____ proved to me through satisfactory evidence of identification, being (check whichever applies): driver's license or other state or federal governmental document bearing a photographic image, oath or affirmation of a credible witness known to me who knows the above signatory, or my own personal knowledge of the identity of the signatory, to be the person whose name is signed above, and acknowledged the foregoing to be signed by him/her voluntarily for its stated purpose, as Trustees of said Sutton Place Condominium Trust.

KYLA MARIE CARTER
NOTARY PUBLIC
State of Maine
My Commission Expires
May 22, 2022

[Signature]
Notary Public
My Commission Expires: May 22, 2022

Sutton Place Condominium Trust
Association Owners' Votes To Amend Master Deed
75% Beneficial Interest Required

Created: 12/10/2018, 3:33 PM
 Updated: 6/24/2019, 7:44 PM

Unit	Interest	VOTE NO	VOTE YES	75% Interest
1	7.00%		1	7.00%
2	7.50%		1	7.50%
3	3.50%		1	3.50%
4	3.50%		1	3.50%
5	3.50%		1	3.50%
6	3.50%		1	3.50%
7	5.25%		1	5.25%
8	5.25%		1	5.25%
9	9.25%		1	9.25%
10	3.50%			0.00%
11	2.25%		1	2.25%
12	2.25%		1	2.25%
13	2.50%		1	2.50%
14	2.50%		1	2.50%
15	2.50%	1		0.00%
16	2.50%		1	2.50%
17	2.50%		1	2.50%
18	2.50%			0.00%
19	6.50%		1	6.50%
20	5.25%		1	5.25%
21	1.75%		1	1.75%
22	1.75%			0.00%
23	1.75%		1	1.75%
24	1.75%			0.00%
25	2.00%		1	2.00%
26	2.00%		1	2.00%
27	2.00%		1	2.00%
28	2.00%		1	2.00%
29	2.00%		1	2.00%
75% Beneficial Interest To Amend: st To Amend:				88.00%

**RELEASE FROM
DECLARATION OF COVENANTS**

RELEASE dated this ____ day of _____, 2020, by and between the Trustees of the **SUTTON PLACE Condominium Trust** (the "Condominium"), established pursuant to G.L. c. 183A by a Master Deed recorded with the Barnstable Registry of Deeds in Book 26436, Page 189, as may be amended, and a Declaration of Trust recorded with said Registry of Deeds in Book 26033, Page 54, as may be amended, having an address of 503 & 522 Shore Road, North Truro, Massachusetts 02652, and the **Town of Truro**, acting by and through its Select Board, having an address of 24 Town Hall Road, Truro, Massachusetts 02666 (the "Town").

WHEREAS, the Condominium is subject to a Condominium Declaration of Covenant dated August 16, 2011, recorded with the Barnstable Registry of Deeds in Book 25651, Page 69 and a Condominium Declaration of Covenant dated November 13, 2015, recorded with the Barnstable Registry of Deeds in Book 29358, Page 267 (collectively, the "Covenant");

WHEREAS, pursuant to the Covenant, the Condominium is restricted to seasonal use, and the Condominium units may not be occupied between November 30 and March 1 of the succeeding year (the "Seasonal Restriction");

WHEREAS, Paragraph 6 of the Covenant states that no amendment, revision, termination or substitution of the Covenant is effective unless the same is assented to in writing by the Inhabitants of the Town of Truro, acting by and through its Select Board; and

WHEREAS, the Town and the **SUTTON PLACE Condominium** desire to terminate the Seasonal Restriction as to the Condominium.

NOW, THEREFORE, the Town and the **SUTTON PLACE Condominium**, for good and valuable consideration, and on the terms and conditions set forth herein, agree as follows:

1. The Seasonal Restriction affecting the Condominium, as set forth in the Covenant recorded with the Barnstable Registry of Deeds in Book 25651, Page 69, and in the Covenant recorded with the Barnstable Registry of Deeds in Book 29358, Page 267 is hereby released and terminated as to said Condominium.

2. This Release is binding on the heirs, successors and assigns of the parties hereto.

[Signature Page Follows]

For authorization of electronic signatures by the members of the Truro Select Board, see Vote recorded with the Barnstable Registry of Deeds in Book 33083, Page 303.

Executed as of the date and year above written.

Sutton Place Condominium Trust
By: _____, Trustee

TOWN OF TRURO,
By Its Select Board

COMMONWEALTH OF MASSACHUSETTS

Barnstable, ss.

On this ____ day of _____, 2020, before me, the undersigned notary public, personally appeared _____, member of the Select Board, proved to me through satisfactory evidence of identification, which was _____ to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she signed it voluntarily for its stated purpose on behalf of the Town of Truro.

Notary Public,
My Commission Expires:

COMMONWEALTH OF MASSACHUSETTS

Barnstable, ss.

On this ____ day of _____, 20____, before me, the undersigned notary public, personally appeared _____, Trustee, proved to me through satisfactory evidence of identification, which was _____ to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose as Trustee of the Sutton Place Condominium Trust.

Notary Public,
My Commission Expires:



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Emily Beebe, Health and Conservation Agent

REQUESTED MEETING DATE: November 10, 2020

ITEM: Update from the Health Agent on Covid-19

EXPLANATION: Discussion on revised Orders from Governor Baker and the DPH Safety-at home advisory; update on where we are as a lower risk community.

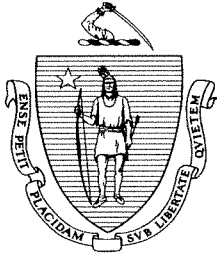
FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: N/A

SUGGESTED ACTION: Discussion only.

ATTACHMENTS

1. Order Requiring Early Closing for Certain Business, Order #53
2. Revised Order Further Regulating Gatherings, Order #54
3. Revised Order requiring face coverings in public places, Order #55
4. <https://www.mass.gov/news/stay-at-home-advisory>



OFFICE OF THE GOVERNOR
COMMONWEALTH OF MASSACHUSETTS
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CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LIEUTENANT GOVERNOR

**ORDER REQUIRING EARLY CLOSING FOR CERTAIN BUSINESSES AND
ACTIVITIES, LIMITING HOURS FOR ALCOHOL AND
ADULT USE CANNABIS SALES, AND MODIFYING CHAPTER 138
LICENSE RENEWAL REQUIREMENTS**

COVID-19 Order No. 53

WHEREAS, on March 10, 2020, I, Charles D. Baker, Governor of the Commonwealth of Massachusetts, acting pursuant to the powers provided by Chapter 639 of the Acts of 1950 and Section 2A of Chapter 17 of the General Laws, declared that there now exists in the Commonwealth of Massachusetts a state of emergency due to the outbreak of the 2019 novel Coronavirus (“COVID-19”);

WHEREAS, on March 11, 2020, the COVID-19 outbreak was characterized as a pandemic by the World Health Organization;

WHEREAS, the Federal Centers for Disease Control and Prevention (“CDC”) have advised that COVID-19 is spread mainly by person-to-person contact and that the best means of slowing the spread of the virus is through practicing social distancing and by minimizing personal contact with large groups and with environments where this potentially deadly virus may be transmitted including, in particular, spaces that present enhanced risks because of large number of persons present or passing through who may spread the virus through respiratory activity or surface contacts;

WHEREAS, on March 23, 2020, in order to restrict all non-essential person-to-person contact and movement outside the home and reduce opportunities for spreading the COVID-19 virus within the Commonwealth, I issued COVID-19 Order No. 13, which temporarily closed the brick-and-mortar premises of businesses and organizations that do not provide COVID-19 Essential Services;

WHEREAS, in response to gradual improvements in the public health data, commencing with COVID-19 Order No. 33 issued on May 18, 2020 and continuing through COVID-19 Order No. 51 issued on September 29, 2020, I issued a series of executive orders that designated certain businesses and other organizations as Phase I, II, III, or IV enterprises and initiated a progressive, phased plan for re-opening workplaces and other facilities across the Commonwealth;

WHEREAS, the CDC, the Department of Public Health, and other public health authorities continue to improve their understanding of how COVID-19 is spread, where the risk of spread is greatest, and how best to mitigate the risk of transmission, all of which permits periodic adjustments to safety measures;

WHEREAS, the Commonwealth has seen an increase in cases since its lowest point in July, and there has been a steep increase in cases during the month of October. On September 26, the 7-day daily average of new confirmed cases was 385, whereas as of October 31, the 7-day daily average of new confirmed cases was 1,214;

WHEREAS, the Commonwealth's COVID-19-related hospitalizations and COVID-19 Intensive Care Unit (ICU) census have more than doubled over the past 2 months. On August 31, the number of individuals in the hospital with a confirmed or suspected case of COVID-19 was 290, whereas on November 1, the number of individuals in the hospital with a confirmed or suspected case of COVID-19 was 613. The COVID-19 ICU census was 47 on September 9, whereas on November 1, the COVID-19 ICU census was 113, with 55 individuals intubated. As of November 1, 67% of hospital beds were full, and during the month of October a number of hospitals reported using surge capacity;

WHEREAS, the public health data indicate that informal social activity is contributing to the rise in cases, as evidenced by the fact that household transmission and social gatherings represent 88% of all new and ongoing COVID-19 clusters identified as of September 27;

WHEREAS, left unchecked, the current COVID-19 case growth poses a risk to the Commonwealth's healthcare system, and intervention is warranted to moderate case growth and preserve hospital capacity;

WHEREAS, the Department of Public Health has today issued a Stay at Home Advisory that urges all persons in the Commonwealth to remain at home between the hours of 10:00 PM and 5:00 AM in order to slow the spread of the virus, preserve hospital capacity, and save lives;

WHEREAS, certain establishments that hold licenses issued pursuant to section 12 of chapter 138 of the General Laws (a "section 12 license") authorizing the sale of alcoholic beverages for on-premises consumption remain closed to the public because of business disruptions caused by COVID-19, and certain others are not permitted to open to the public until Phase IV of the Commonwealth's Re-Opening Plan; and

WHEREAS, sections 7, 8, and 8A of Chapter 639 of the Acts of 1950 authorize the Governor, during the effective period of a declared emergency, to exercise any and all authority over persons and property necessary or expedient for meeting the state of emergency, including but not limited to authority over public assemblages in order to protect the health and safety of persons, regulating the sale of articles of food and household articles, variance of the terms and conditions of licenses, permits or certificates of registration issued by the Commonwealth or any of its agencies or political subdivisions, and regulation of the business of insurance and protection of the interests of the holders of insurance policies and contracts and of beneficiaries thereunder and of the interest of the public in connection therewith;

NOW, THEREFORE, I hereby Order the following:

1. Mandatory Night-Time Closing Period for Certain Businesses and Activities

Effective at 12:01 AM on November 6, 2020, all businesses, facilities, or activities included within the categories listed below must close their premises to the public each day not later than 9:30 PM and may not re-open their premises to the public before 5:00 AM the following day (the “mandatory closing period”). Except as otherwise specifically permitted below, during the daily mandatory closing period, businesses, facilities, or activities within the categories listed below may not admit customers, patrons, or members of the public to their premises or otherwise offer, provide, or permit in-person, on-premises services or activities. Operators of affected businesses, facilities, or activities may keep their premises open to employees and other workers during the mandatory closing period and otherwise conduct business activities and operations that do not involve admitting customers, patrons, or members of the public to their premises.

Businesses, facilities, and activities subject to the daily mandatory closing period:

1. Restaurants, provided however that restaurants may offer food and non-alcoholic beverages for take-out and by delivery during the mandatory closing period
2. Arcades and Other Indoor and Outdoor Recreation
3. Indoor and Outdoor Events
4. Indoor and Outdoor Theaters, Movie Theaters, and Performance Venues
5. Drive-In Movie Theaters
6. Youth and Adult Amateur Sports Activities
7. Golf Facilities
8. Recreational Boating and Boating Businesses
9. Outdoor Recreational Experiences and Educational Activities
10. Casinos, Horse Racing Tracks, and Simulcast Facilities
11. Driving and Flight Schools
12. Zoos, Botanical Gardens, Wildlife Reserves, and Nature Centers
13. Close Contact Personal Services
14. Fitness Centers and Health Clubs
15. Indoor and Outdoor Pools (Public and Semi-Public Swimming Pools)

16. Museums/Cultural & Historical Facilities/Guided Tours

Categories of businesses, facilities, and activities listed above correspond to enterprise sectors established in Exhibit A to COVID-19 Order No. 51 and further defined in Sector-Specific COVID-19 Safety Rules and related guidance documents and protocols issued and administered by the Department of Public Health, the Department of Labor Standards, the Executive Office of Energy and Environmental Affairs, and the Massachusetts Gaming Commission. Those agencies are each authorized and directed to amend all relevant rules, guidance documents, and protocols to incorporate the mandatory closing period requirement.

2. Restriction on Service and Sale of Alcohol and Adult-Use Cannabis During Mandatory Closing Period

Effective at 12:01 AM on November 6, 2020, the following restrictions shall apply to the service and sale of alcohol and the sale of adult-use cannabis:

Service and Sale of Alcohol. During the daily mandatory closing period established in Section 1, no person, business, organization, establishment, premises, or service holding or operating under a license issued pursuant to Chapter 138 or Chapter 23K of the General Laws may sell or serve or provide alcohol of any kind to any person anywhere in the Commonwealth. This restriction applies, without limitation, to all retailers, restaurants, private clubs, catering halls, events, and delivery services licensed to offer alcohol service or retail sale pursuant to Chapter 138 or, in the case of casinos, Chapter 23K.

This restriction shall not displace any provisions of Chapter 138 or Chapter 23K or of any license issued under those authorities that may establish more restrictive limitations on the hours during which a licensee may offer sale or service or provision of alcohol each day.

Retail Sale of Adult-Use Cannabis. During the daily mandatory closing period established in Section 1, no individual, business, organization, establishment, premises, or entity holding or operating under a marijuana retailer license issued pursuant to Chapter 94G of the General Laws may sell adult-use cannabis or adult-use cannabis products of any kind to any person anywhere in the Commonwealth.

For violations of the restrictions established in this Section, each individual sale or delivery or service made during the mandatory closing period may be treated as a separate violation for purposes of administering fines and other penalties.

3. Renewal of Chapter 138 Licenses by Establishments Remaining Closed During the State of Emergency

Notwithstanding anything to the contrary in section 12 of Chapter 138 of the General Laws, the holder of a section 12 license that remains closed to the public during the state of

emergency shall be permitted to renew its section 12 license for 2021 pursuant to section 16A of the same chapter with the benefit of the following allowances:

- a. A licensee shall not be required to submit proof of having liquor liability insurance, provided, however, that no licensee that has renewed its license under this allowance may re-open to the public without first submitting to the licensing authority proof of a current liquor liability insurance policy that names the licensee as the insured and that otherwise meets the requirements of section 12. No insurer, broker, agent, or their representative shall impose or collect any surcharge penalty, fee, or other charge in addition to the premium for any liquor liability insurance policy obtained under the terms of this allowance; and
- b. A licensee shall not be required to submit proof of having a workers' compensation insurance policy, provided, however, that (1) no licensee that has renewed its license under this allowance shall have any payroll at the time of renewal; and (2) no licensee that has renewed its license under this allowance shall commence operations that involve employees or re-open to the public without first providing satisfactory proof of workers' compensation insurance as required by a municipal licensing authority. No insurer, broker, agent, or their representative shall impose or collect any surcharge penalty, fee, or other charge in addition to the premium for any such workers' compensation insurance policy obtained under the terms of this allowance.

A rescission of this Order or a termination of the state of emergency shall not invalidate any section 12 license that was renewed pursuant to this Section during the period in which this Order was in effect.

4. Enforcement Provisions

The Department of Public Health, the Department of Labor Standards, local boards of health and their authorized agents pursuant to G. L. c. 111, § 30, and State and municipal police are authorized to enforce this Order. Violation of the restrictions adopted in Sections 1 or 2 of this Order may result in a civil fine of up to \$500 per violation as provided in St. 1950, c. 639, § 8, provided that any fine shall be administered in the manner provided for the non-criminal disposition of violations of municipal by-law, ordinance, rule, or regulation pursuant to G. L. c. 40, § 21D. Each individual instance of non-compliance and each day of a continuing violation may be fined as a separate violation.

This Order may also be enforced by injunction. A motion for an injunction to enforce this Order may be filed in the district court or any other court of competent jurisdiction for the municipality in which the violation has been charged.

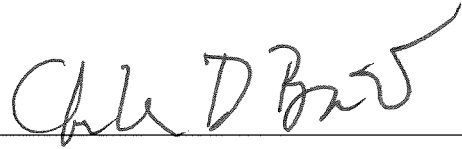
The Alcoholic Beverages Control Commission or a local licensing authority may, after notice to the licensee and a reasonable opportunity to be heard, suspend, revoke, or cancel a license for the sale or service of alcoholic beverages or take other appropriate enforcement action

upon satisfactory proof that the licensee has violated or permitted a violation of Section 1 or 2 of this Order.

If any provision of this Order or the application thereof to any person, entity, or circumstance is determined to be invalid by a court of competent jurisdiction, such determination shall not affect or impair the validity of the other provisions of this Order or its application to other persons, entities, and circumstances.

Sections 1 and 2 of this Order are effective at 12:01 AM on November 6, 2020, and Section 3 is effectively immediately. This Order shall remain in effect until rescinded or until the state of emergency is ended, whichever occurs first.

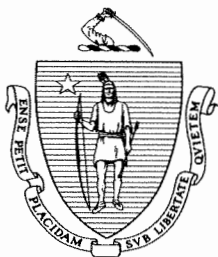
Given in Boston at 1:50 AM/PM this 2nd day of November, two thousand and twenty

A handwritten signature in cursive script, appearing to read "Charles D. Baker", written over a horizontal line.

CHARLES D. BAKER

GOVERNOR

Commonwealth of Massachusetts



OFFICE OF THE GOVERNOR
COMMONWEALTH OF MASSACHUSETTS
STATE HOUSE • BOSTON, MA 02133
(617) 725-4000

CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LIEUTENANT GOVERNOR

**REVISED ORDER FURTHER REGULATING
GATHERINGS IN THE COMMONWEALTH**

COVID-19 Order No. 54

WHEREAS, on March 10, 2020, I, Charles D. Baker, Governor of the Commonwealth of Massachusetts, acting pursuant to the powers provided by Chapter 639 of the Acts of 1950 and Section 2A of Chapter 17 of the General Laws, declared that there now exists in the Commonwealth of Massachusetts a state of emergency due to the outbreak of the 2019 novel Coronavirus (“COVID-19”);

WHEREAS, on March 11, 2020, the COVID-19 outbreak was characterized as a pandemic by the World Health Organization;

WHEREAS, the Federal Centers for Disease Control have determined that COVID-19 is spread mainly by person-to-person contact and that the best means of slowing the spread of the virus is through practicing social distancing and by minimizing personal contact with large groups and environments where the virus may be transmitted;

WHEREAS, the CDC has issued guidance for large gatherings and community events recognizing that gatherings can significantly contribute to the spread of COVID-19 and introduce the virus to new communities;

WHEREAS, that CDC guidance states that, while virtual-only activities are the safest, the risks associated with in-person events can be reduced if they are held outdoors, remain small, and participants maintain 6 feet of distance and wear face coverings;

WHEREAS, since March 13, 2020, I have issued a series of executive orders setting limitations on the numbers of persons who may gather in the Commonwealth, and have adjusted those limitations periodically according to the public health data available at the time;

WHEREAS, acting pursuant to the authority of executive orders, the Department of Public Health, the Department of Labor Standards, the Executive Office of Energy and Environmental Affairs, and the Massachusetts Gaming Commission (each a “regulating agency”) have each issued sector-specific COVID-19 safety rules that set capacity limitations and other standards for safe operation of enterprises permitted to open their premises to the public under Phase I, II, or III of the Commonwealth’s Re-Opening Plan;

WHEREAS, the CDC, the Department of Public Health, and other public health authorities continue to improve their understanding of how COVID-19 is spread, where the risk of spread is greatest, and how best to mitigate the risk of transmission, all of which permit periodic adjustments to safety measures;

WHEREAS, as stated in COVID-19 Order No. 51, public health data measuring the incidence of COVID-19 can be monitored at the level of the individual municipality, and this permits a targeted relaxation of restrictions on outdoor gatherings in municipalities that demonstrate a measurably lower incidence rate of infection over a sustained period;

WHEREAS, compliance with safety protocols can be effectively overseen and monitored by public health authorities when gatherings are conducted at outdoor event venues and in public settings, which permits the adoption of higher capacity limitations for such venues;

WHEREAS, household transmission and social gatherings represent 88% of all new and ongoing clusters identified as of September 27th, which warrants heightened caution and reduced capacity limits for gatherings hosted at private residences;

WHEREAS, the Commonwealth has seen an increase in cases since its lowest point in July, and there has been a steep increase in cases during the month of October. On September 26, the 7-day daily average of new confirmed cases was 385, whereas as of October 31, the 7-day daily average of new confirmed cases was 1,214;

WHEREAS, the Commonwealth’s COVID-19-related hospitalizations and COVID-19 Intensive Care Unit (ICU) census have more than doubled over the past 2 months. On August 31, the number of individuals in the hospital with a confirmed or suspected case of COVID-19 was 290, whereas on November 1, the number of individuals in the hospital with a confirmed or suspected case of COVID-19 was 613. The COVID-19 ICU census was 47 on September 9, whereas on November 1, the COVID-19 ICU census was 113, with 55 individuals intubated. As

of November 1, 67% of hospital beds were full and during the month of October, and a number of hospitals reported using surge capacity;

WHEREAS, left unchecked, the current COVID-19 case growth poses a risk to the Commonwealth's healthcare system, and intervention is warranted to moderate case growth and preserve hospital capacity;

WHEREAS, the Department of Public Health has today issued a Stay at Home Advisory that urges all persons in the Commonwealth to remain at home between the hours of 10:00 PM and 5:00 AM in order to slow the spread of the virus, preserve hospital capacity, and save lives; and

WHEREAS, sections 7, 8, and 8A of Chapter 639 of the Acts of 1950 authorize the Governor, during the effective period of a declared emergency, to exercise any and all authority over persons and property necessary or expedient for meeting a state of emergency, including but not limited to authority over assemblages in order to protect the health and safety of persons, transportation and travel by any means or mode, and policing, protection, and preservation of public and private property;

NOW, THEREFORE, I hereby Order the following:

1. **Entities Subject to Sector-Specific Rules**: With the exception of events and gatherings subject to the Indoor and Outdoor Events Guidance issued by the Department of Labor Standards, any Phase I, II, or III enterprise shall not be subject to the limitations in Section 3 of this Order if the enterprise is operating in compliance with applicable sector-specific COVID-19 safety rules and any applicable capacity limitations issued by a regulating agency under the authority of an executive order.

All indoor and outdoor events shall be required to comply with both the limitations and requirements in Section 3 of this Order and the sector-specific safety rules for Indoor and Outdoor Events, except if the gathering or event is exempt pursuant to Section 2.

2. **Gatherings for Political Expression and Religious Activities**: Gatherings for religious activities shall not be subject to the limitations in Section 3; provided, however, that such gatherings shall follow the COVID-19 safety rules and capacity limitations set forth in the Places of Worship sector-specific rules. Outdoor gatherings for the purpose of political expression shall also not be subject to the limitations of Section 3. Indoor gatherings for the purposes of political expression shall follow the indoor capacity limitations of Section 3.
3. **Otherwise Applicable Indoor and Outdoor Gathering Limits and Requirements**: The following limitations apply to indoor and outdoor gatherings not exempted by Sections 1 or 2 of this Order, including, without limitation, all social, community, civic, public, and leisure

events, as well as conferences, conventions, fundraisers, and other similar events or assemblies. Members of the same household, when assembled together with no other non-household members present, do not constitute a gathering and shall not be subject to the capacity limitations in this Section. Workers and staff present to provide services to participants shall not count towards the capacity limitations in this Section.

For the purposes of this section, the term “event venue or public setting” shall include any setting open to the public and any event venue, club, park, or other venue or space, public or private, that is used or available for gatherings through lease, license, permit, contract, reservation, or similar arrangement

- a. *Required Social Distancing:* In addition to the capacity restrictions specified below, all participants in indoor and outdoor gatherings, including gatherings at private residences, must maintain at least 6 feet of physical distance from every other participant in the gathering, except where participants are members of the same household. A gathering shall violate this provision where, no matter the number of participants present, conditions or activities at the gathering are such that it is not reasonably possible for all participants to maintain this degree of separation.
- b. *Gatherings at Private Residences:*
 1. Indoor gatherings at private residences and in any other place not falling within the definition of an event venue or public setting are limited to a maximum of 10 people.
 2. Outdoor gatherings at private residences and in any other place not falling within the definition of an event venue or public setting are limited to a maximum of 25 people.
- c. *Gatherings at Event Venues and in Public Settings:*
 1. Indoor gatherings at event venues or in public settings are limited to a maximum of 25 people.
 2. The following capacity limitations shall apply to outdoor gatherings at event venues or in public settings:
 - i. In Lower Risk Communities, as defined in COVID-19 Order No. 51 or in any successor order, gatherings at event venues or in public settings are limited to a maximum of 100 persons in a single venue or space.
 - ii. In communities that do not qualify as Lower Risk Communities, gatherings at event venues or in public settings are limited to a maximum of 50 persons in a single venue or space.

d. *Notification to Local Boards of Health:* For outdoor gatherings in Lower Risk Communities where more than 50 attendees are anticipated, the operator of the event venue shall provide notice to the Local Board of Health in the municipality where the gathering is located at least 1 week before the event is scheduled, or otherwise as soon as possible where 1 week notice is not practicable due to the nature of the event (e.g., memorial services). For events held in public places like parks where more than 50 attendees are anticipated, the event organizer shall be responsible for providing this notice. The notification shall include, at minimum, the location and time of the planned event, the name and contact information of the event organizer, the number of anticipated attendees, and any other information reasonably requested by the Local Board of Health.

4. **Time Limitation:** All gatherings, no matter the size or location, must end and participants must disperse by 9:30 pm, with the exceptions of religious gatherings and political gatherings.
5. **Face Coverings:** Consistent with the Revised Order Requiring Face Coverings in Public Places (COVID-19 Order No. 55), all persons over the age of 5 must wear masks or cloth face coverings over their mouth and nose when in a public location, including at gatherings in public, except as provided in Section 2 of COVID-19 Order No. 55.

Masks or face coverings are encouraged at all indoor and outdoor gatherings at private homes, but are only required when such gatherings include more than 10 people and where attendees include non-household members.

6. **Contact Tracing:** If a host or event venue is notified that an event attendee or event worker has tested positive for COVID-19, the event host or event venue must immediately notify the Local Board of Health in the city or town where the event took place. Hosts and event venues must assist the Department of Public Health and Local Boards of Health with contact tracing and case investigations, including, upon request, providing lists of attendees at social gatherings and their contact information. Event hosts and venues who fail to timely report positive cases or cooperate with contact tracing and case investigations may be subject to the penalties listed in Section 8.
7. **Legal Exceptions:** This Order shall not apply to any of the following businesses, organizations, workplaces, or facilities:
 - a. Any municipal legislative body, the General Court, or the Judiciary
 - b. Federal governmental entities
 - c. Any health care facility or licensed health care provider

- d. Any of the following workplaces or facilities with specialized functions and populations:
- Polling places
 - Public and private elementary and secondary (K-12) schools
 - Residential and day schools for special needs students
 - Licensed, approved, or exempt child care programs and emergency residential programs operating under emergency authorization
 - Facilities operated by the Department of Correction or any Sheriff
 - Facilities operated, contracted, or licensed by the Department of Youth Services, Department of Mental Health, Department of Public Health, or the Department of Developmental Services
 - Facilities and programs that provide safe spaces for the unstably housed such as homeless and domestic violence shelters
 - Any other facility or workplace that the Commissioner of Public Health may exempt in writing from the terms of this Order

8. **Enforcement:** The Department of Public Health, Local Boards of Health and their authorized agents pursuant to G.L. c. 111, § 30, and State and municipal police are authorized to enforce this Order. Violation of the terms of this Order may result in a civil fine of up to \$500 per violation as provided in St. 1950, c. 639, § 8, to be assessed on any person, organization, or business responsible for organizing, hosting, or allowing a gathering conducted in violation of the Order, or, in the alternative, against the owner, lessee, or other person who has legal control of the property where the gathering occurs. Each person over the permissible gathering limitation in Section 3 may be treated and counted as a separate violation. Any fine shall be administered in the manner provided for the non-criminal disposition of violations of municipal by-law, ordinance, rule, or regulation pursuant to G. L. c. 40, § 21D. This Order may also be enforced by injunction. A motion for an injunction to enforce this Order may be filed in the district court or any other court of competent jurisdiction for the municipality in which the violation has been charged.

The Alcoholic Beverages Control Commission or a local licensing authority may, after notice to the licensee and a reasonable opportunity to be heard, suspend, revoke, or cancel a license for the sale or service of alcoholic beverages or take other appropriate enforcement action upon satisfactory proof that the licensee has violated or permitted a violation of this Order.

9. **Effective Date:** This Order shall be effective 12:01 AM on November 6, 2020 and shall remain in effect until rescinded or until the state of emergency is ended, whichever occurs first.

The Phase III, Step 2 Order Regulating Gatherings in the Commonwealth (COVID-19 Order No. 52) is hereby rescinded effective 12:01 AM on November 6, 2020.

If any provision of this Order or the application thereof to any person, entity, or circumstance is determined to be invalid by a court of competent jurisdiction, such determination shall not affect or impair the validity of the other provisions of this Order or its application to other persons, entities, and circumstances.

Given in Boston at 1:00 AM/PM this 2nd day of November, two thousand and twenty



CHARLES D. BAKER
GOVERNOR
Commonwealth of Massachusetts



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CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LIEUTENANT GOVERNOR

REVISED ORDER REQUIRING FACE COVERINGS IN PUBLIC PLACES

COVID-19 Order No. 55

WHEREAS, on March 10, 2020, I, Charles D. Baker, Governor of the Commonwealth of Massachusetts, acting pursuant to the powers provided by Chapter 639 of the Acts of 1950 and Section 2A of Chapter 17 of the General Laws, declared that there now exists in the Commonwealth of Massachusetts a state of emergency due to the outbreak of the 2019 novel Coronavirus (“COVID-19”);

WHEREAS, on March 11, 2020, the COVID-19 outbreak was characterized as a pandemic by the World Health Organization;

WHEREAS, the Federal Centers for Disease Control (the “CDC”) have determined that COVID-19 is spread mainly by person-to-person contact and that the best means of slowing the spread of the virus is through practicing social distancing and by minimizing personal contact with large groups and environments where the virus may be transmitted;

WHEREAS, the Department of Public Health continues to urge all residents of the Commonwealth to limit activities outside of the home and to practice social distancing at all times to limit the spread of this highly contagious and potentially deadly virus;

WHEREAS, public health experts have determined that it is possible for an infected individual to transmit COVID-19 even when the individual does not exhibit symptoms of the virus;

WHEREAS, the CDC and the Department of Public Health have advised individuals to wear cloth face coverings when they are outside of the home in order to prevent transmission of this highly contagious virus;

WHEREAS, on May 1st, 2020, I issued COVID-19 Order No. 31, which required face coverings to be worn in public settings where social distancing is not possible, and at all times in retail stores and on public transportation;

WHEREAS, the Centers for Disease Control and Department of Public Health have found increasing evidence that face coverings help prevent people who have COVID-19 from spreading the virus to others;

WHEREAS, the Commonwealth has seen an increase in cases since its lowest point in July, and there has been a steep increase in cases during the month of October. On September 26th, the 7-day daily average of new confirmed cases was 385, whereas on October 31st, the 7-day daily average of new confirmed cases was 1,214;

WHEREAS, the Commonwealth's COVID-19-related hospitalizations and COVID-19 Intensive Care Unit (ICU) census has more than doubled over the past 2 months. On August 31, the number of individuals in the hospital with a confirmed or suspected case of COVID-19 was 290, whereas on November 1, the number of individuals in the hospital with a confirmed or suspected case of COVID-19 was 613. The COVID-19 ICU census was 47 on September 9, 2020, whereas on November 1, the COVID-19 ICU census was 113, with 55 individuals intubated. As of November 1, 67% of hospital beds were full and during the month of October, a number of hospitals reported using surge capacity.

WHEREAS, left unchecked, the current COVID-19 case growth poses a risk to the Commonwealth's healthcare system, and intervention is warranted to moderate case growth and preserve hospital capacity; and

WHEREAS, sections 7, 8, and 8A of Chapter 639 of the Acts of 1950 authorize the Governor, during the effective period of a declared emergency, to exercise any and all authority over persons and property necessary or expedient for meeting a state of emergency, including but not limited to authority over assemblages and pedestrian travel in order to protect the health and safety of persons; transportation or travel; regulation of the sale of articles of food and household articles; and the policing, protection, and preservation of public and private property;

NOW, THEREFORE, I hereby Order the following:

- 1. Requirement to Wear a Face Covering:** Except as provided in Section 2, all persons in Massachusetts over the age of 5 years old are required to wear a mask or cloth face covering over their mouth and nose when in a public location, whether indoors and outdoors. Masks or face coverings are encouraged but not required for children between the ages of 2 and 5.

Public locations include any place open to the public including, without limitation, grocery stores, pharmacies, and other retail stores; public transportation, taxis, livery, and other ride-sharing vehicles; public streets and ways; and any location that hosts indoor or outdoor

events or performances. Masks or cloth face coverings are also required when in a carpool with non-household members.

All persons are strongly discouraged from using medical-grade masks to meet the requirements of this Order, as medical-grade masks should be reserved for healthcare workers and first responders.

If a customer refuses to wear a mask or cloth face covering for non-medical reasons, the operator of a facility or business may decline entry to the individual.

2. **Exceptions:** The face coverings requirement in Section 1 shall not apply in the following circumstances:
 - a. Where a person is unable to wear a mask or cloth face covering due to a medical or disabling condition; provided that a person who declines to wear a mask or cloth face covering because of a medical or disabling condition shall not be required to produce documentation verifying the condition, except as provided in Section 3;
 - b. Where a face covering would impede communication by or with a person who has a hearing impairment or other disability;
 - c. When a person is inside a personal vehicle, alone or with other household members only;
 - d. Where applicable sector-specific COVID-19 safety rules issued by the Department of Public Health, the Department of Labor Standards, the Executive Office of Energy and Environmental Affairs, the Department of Elementary and Secondary Education, the Department of Early Education and Care or by any other agency authorized by Executive Order to issue such rules permit the removal of face coverings in specific circumstances, such as while eating and drinking in restaurants, receiving dental care, or swimming; and
 - e. In circumstances or for other populations that the Commissioner of Public Health may exempt in writing from the terms of this Order

3. **Places of Employment and Schools:** Where an employee or other worker who is required to wear a face covering pursuant to this Order or any other applicable rule requests an accommodation so as not to have to wear a face covering at the workplace due to a medical or disabling condition, an employer may require documentation to verify the condition. If a student is unable to wear a face covering because of a medical or disabling condition and will be participating in in-person learning, the school may likewise require documentation to verify the condition.

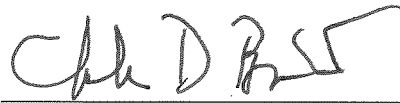
4. **Enforcement:** The Department of Public Health, Local Boards of Health, and authorized agents pursuant to G. L. c. 111, § 30, are authorized to enforce this Order and, if necessary, may do so with the assistance of State or municipal police. The MBTA Transit Police are authorized to enforce this Order on the MBTA bus, rail and transit system. Violation of the terms of this Order or Department of Public Health Guidance may result in a civil fine of up

to \$300 per violation, in the manner provided for non-criminal disposition of violations of municipal by-law, ordinance, rule, or regulation pursuant to G. L. c. 40, § 21D.

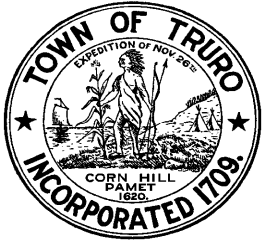
5. **Guidance:** The Commissioner of Public Health is directed to issue guidance, subject to my approval, to implement the terms of this Order.
6. **Effective Date:** This Order is effective at 12:01 AM on November 6, 2020, and shall remain in effect until rescinded or until the state of emergency is terminated, whichever happens first.

COVID-19 Order No. 31 is hereby rescinded effective 12:01 AM on November 6, 2020.

Given in Boston at 12:00 AM this 2nd day of November, two thousand and twenty



CHARLES D. BAKER
GOVERNOR
Commonwealth of Massachusetts



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Department of Public Works and the Building Department

REQUESTOR: Rich Stevens, Building Commissioner and Jarrod Cabral, DPW Director

REQUESTED MEETING DATE: November 10, 2020

ITEM: Curb Cut Application Process (Select Board Policy # 28)

EXPLANATION: The following is the Building Department Curb Cut Application process. A person applies for a building permit. And with that permit application there is a checklist for what is required in order to obtain that permit. The last item on the front page is a box regarding the requirement of the Select Board's approval for access to a town road, i.e. Curb Cut Approval.

Then on the actual Building Permit application form in the upper right-hand corner a quarter of the way down there is a box to be checked asking if the application is subject to Policy #28. It is up to the applicant to supply us the correct information. We try to do our best in order for compliance.

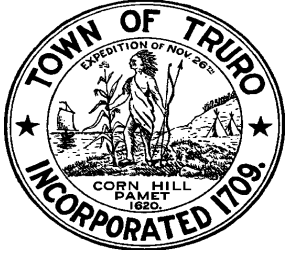
FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: N/A

SUGGESTED ACTION: Discussion only.

ATTACHMENTS:

1. Select Board Policy #28.



TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

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

POLICY MEMORANDUM #28

Date: Adopted June 6, 2000, revised 9/22/04, 2/28/06, 6/13/06, 10/13/07

Subject: **CURB CUT POLICY**

1. Introduction

Due to the continuing growth in construction activity in Truro and the associated growth in curb cuts, the Board of Selectmen has established the following Curb Cut Policy in order to address inherent safety concerns.

This policy is intended to provide control over access to Town or State owned roads and uniformity of requirements and standards of construction for every curb cut request. Upon inspection by the Director of the Department of Public Works, there may be additional construction requirements imposed for a particular situation, but none that would be contradictory to the Subdivision Control Laws as outlined in MGL Chapter 41, Sections 81K through 81GG, or the Town of Truro Rules and Regulations governing the Subdivision of Land (Rules and Regulations), Sections 3.6.2, 3.6.6, 4, Table 1 and Section 1.5.

2. Policy

Alteration of existing curb cut(s) and/or requests for additional curb cuts off of a Town or State owned road(s) shall cause an applicant to file a Curb Cut Permit (CCP). Any application for a building permit that includes a proposed curb cut on property off a Town or State owned road will first require an approved CCP. The approved CCP must be provided to the Truro Building Commissioner prior to or at the time of requesting a building permit. No such building permit will be issued without an approved CCP. Additionally, a final certificate of occupancy for the construction will not be issued unless the conditions of the CCP have been met.

The Truro Board of Selectmen will refer any Town concerns regarding proposed curb cuts on State owned roads to the Massachusetts Highway Department for consideration.

The curb cut construction requirements of this Policy will be applicable to new construction, existing structures, and renovations thereto.

3. Action

Application for a CCP will be made on approved forms available at Town Hall or the Department of Public Works. A copy of the current (as of this date) CCP application form is attached as Exhibit 1. The applicant for

a CCP, or his/her agent, will be available to the Director of the Department of Public Works and the Chief of Police to enable a site inspection and to answer any questions regarding the CCP application.

The Planning Board approval/sign off is required for approved subdivision roads on Town or State roads and for endorsed Site Plan Review on Town or State roads.

All curb cuts shall be located and constructed in such a manner so as to **preclude**:

- a. Damage to the Town or State road either at the time of construction or in the future;
- b. Drainage from private property onto the Town or State road;
- c. Introduction of sand, soils, or other materials onto the Town or State road; and
- d. Any other potential hazard to public safety as may be identified by the Director of the Department of Public Works and/or the Chief of Police.

All curb cuts will comply with the Town of Truro construction requirements, as noted on the attached information sheet and shown as Exhibit 2; the design standards shown under the Rules and Regulations, Section 2.5.8; the Mass Highway permit requirements as applicable; and/or as required by the Director of the Department of Public Works.

All applications for a curb cut and approval of performance conditions on Town roads shall be subject to review, including a site visit by the Director of the Department of Public Works and the Chief of Police, prior to approval. The Director shall make recommendations on each application, based upon the Town's construction requirements as outlined above, such as location, materials to be used, catch basin(s) location(s), and so forth, if required. All such required construction will be at the applicant's expense. The Chief of Police will review the application site to ascertain that the curb cut will not be detrimental to traffic flow and the public's safety.

Final approval by the Director of the Department of Public Works shall be made only after approval by the Planning Board, if required, after completion of all construction, and after a final inspection by the Director of the Department of Public Works has been made. Final written approval shall become a part of the property records maintained by the Building Commissioner, and shall be completed prior to the issuance of a certificate of occupancy.

The Board of Selectmen may waive any requirements of this policy, at their sole discretion, when such waiver is deemed to be in the best interests of, and at no cost to, the Town of Truro.

4. Enforcement

Failure to comply with this policy shall result in one or more of the following actions:

- a. A refusal to issue a building permit (permit approval) and/or a certificate of occupancy (permit compliance);

- b. A request to Mass Highway for disapproval of the applicant's request for a permit to enter a State Highway; and/or
- c. A penalty of \$300.00 for each violation through the non-criminal disposition process as outlined in the Truro General Bylaws. Each day a violation exists shall be considered a new violation.

2. Process

Following is an outline of the chronological process to be used for conformance to this Policy:

- a. Applicant submits an approved application for a Curb Cut Permit.
- b. Director of the Department of Public Works performs a site visit, attaches his recommendations to the Board of Selectmen, and forwards the completed curb cut application to the Chief of Police.
- c. The Chief of Police performs a site visit; he notes his approval/disapproval of the application based on safety considerations and forwards the application to the Board of Selectmen.
- d. Board of Selectmen approves/disapproves the application w/wo conditions and forwards the results to the applicant. If the application is disapproved, the process starts over again with a revised application reflecting the reason(s) for disapproval.
- e. Upon the approval of the Board of Selectmen, applicants whose curb cut applications are tied to a building permit will proceed as below:
 - 1. Applicant includes the approved Curb Cut Permit to his/her application for a building permit.
 - 2. Construction occurs.
 - 3. Property owner or his/her agent applies for a certificate of occupancy.
 - 4. Director of the Department of Public Works performs a site visit to determine compliance with the conditions of the Curb Cut Permit and informs the Building Commissioner, in writing, that the conditions have or have not been met. If the latter, the applicant will be informed of what actions are required to meet the conditions of the Curb Cut Permit and that they must be completed prior to the issuance of a certificate of occupancy.

Alfred Gaechter, Chairman

Gary Palmer, Vice-Chairman

Christopher R. Lucy, Clerk

Curtis Hartman

Janet W. Worthington
Board of Selectmen
Town of Truro

EXHIBIT 1

TOWN OF TRURO
APPLICATION FOR A CURB CUT PERMIT

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

Date: _____

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

Re: **APPLICATION FOR A CURB CUT**

Dear Board Members:

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

Owners Name(s) (Please Print): _____

Address: _____

Phone Number: _____

Email Address: _____

Curb Cut Street Location: _____

Affected Town or State road: _____

Truro Assessor's Map Number: _____ Parcel Number: _____

Name of Contractor: _____

Contractor Phone Number: _____

Contractor Email: _____

Reason/explanation: _____

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

Applicant's Signature: _____

Owner's Signature (if different): _____ Date: _____

Owner's Address (if different): _____

Director, Department of Public Works Preliminary Approval:

_____ Approved _____ Disapproved _____ Not Applicable

Director, Department of Public Works

Date

Chief of Police Approval:

_____ Approved _____ Disapproved _____ Not applicable

Chief of Police

Date

Health and Conservation Agent:

_____ Approved _____ Disapproved

Date

Health & Conservation Agent

Board of Selectmen Approval:

_____ Approved _____ Disapproved

Chairman, Board of Selectmen

Date

Planning Board Approval (if required):

_____ Approved _____ Disapproved _____ Not Applicable

Chairman, Planning Board

Date

Building Commissioner Approval:

_____ Approved _____ Disapproved Building Permit Number _____

Building Commissioner

Date

Mass Highway Referral (if required):

Date Forwarded _____

Signature

Director, Department of Public Works Declaration of Compliance:

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

Director, Department of Public Works

Date

Building Commissioner Final Approval:

_____ Approved _____ Disapproved Certificate of Occupancy _____

Building Commissioner

Date

EXHIBIT 2

TOWN OF TRURO CURB CUT DESIGN AND CONSTRUCTION REQUIREMENTS

General: Any owner of property abutting Town or State roads shall, before beginning any construction, make written application to the Board of Selectmen, in duplicate. The application will be accompanied by a plan showing the following:

1. Complete plans drawn to scale on the property in question, including the location of property lines and all existing driveways, using a scale of no less than 40' = 1".
2. Indication of any drive that is to be altered or closed.

The following additional requirements must be met and agreed upon by the applicant/owner:

1. The applicant must furnish a list of all materials, including any necessary signs, to be part of any construction within the Town or State layout.
2. All work and material shall meet the standards of the Town of Truro and/or the Mass Highway requirements, if applicable.
3. Any alterations to the original application shall require a new permit.
4. All curb cuts and street approaches will be inspected during and after construction, and the Town has the right to stop work until such time as any objectionable conditions are corrected at the applicant/owner's expense.
5. The cost of any/all construction and maintenance of any work to take place within the Town or State layout; all materials and labor; and any work specified and approved by the Board of Selectmen, shall be borne by the applicant/owner, their grantees, successors and assignees.

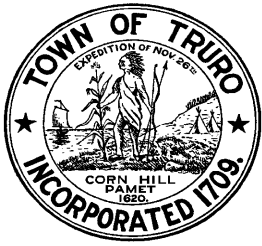
Design and Construction Requirements:

Driveways should be located to the best advantage with regard to the road alignment, profile, sight distance conditions, road safety, and so forth.

The standards call for not more than one (1) curb cut for any one property. A variance may be granted by the Board of Selectmen, subject to an individual need.

The radius of a private driveway may not extend beyond the private owner's property line without the abutting owner's written consent.

All driveways or private road entrances or exits shall be hot mixed and bermed, oiled, or hardened with such materials to the road/property sideline so as to prevent erosion of such driveway/private road entrance or exit which would cause sand or material to be washed onto Town or State roads. This should be completed as soon as possible, weather permitting.



TOWN OF TRURO

Select Board Agenda Item

BOARD/COMMITTEE/COMMISSION: Select Board

REQUESTOR: Robert Weinstein, Chair

REQUESTED MEETING DATE: November 10, 2020

ITEM: Discussion of Vacancy Openings on Boards/Committees/Commissions

EXPLANATION: The Select Board Chair requested an additional discussion be held on current vacancies of Boards/Committees/and Commissions and brainstorm on ideas to assist in attracting Truro citizens to serve, as well as a discussion on creating an informational packet for Board/Committee/Commission Members.

Current Vacancies on Boards/Committees/Commissions Appointed by the Select Board:

AGRICULTURAL COMMISSION	(3) ONE YEAR TERM (1) THREE YEAR TERM
BEACH COMMISSION	(1) THREE YEAR TERM
BIKE AND WALKWAYS COMMITTEE	(2) ONE YEAR TERM
CABLE AND INTERNET ADVISORY COMMITTEE	(2) THREE YEAR TERM
CLIMATE ACTION COMMITTEE	(1) ONE YEAR TERM (2) THREE YEAR TERM
CHARTER REVIEW COMMITTEE	(2) THREE YEAR TERM
COMMISSION ON DISABILITIES	(2) THREE YEAR TERM
CONCERT COMMITTEE	(2) THREE YEAR TERM
COUNCIL ON AGING BOARD	(1) ONE YEAR TERM (3) THREE YEAR TERM
CULTURAL COUNCIL	(2) THREE YEAR TERM
ENERGY COMMITTEE	(2) ONE YEAR TERM
PAMET HARBOR COMMISSION	(1) THREE YEAR TERM
RECREATION COMMISSION	(5) THREE YEAR TERM (1) ONE YEAR TERM
RECYCLING COMMITTEE	(4) THREE YEAR TERM (1) ONE YEAR TERM
SCHOOL COMMITTEE	(1) THREE YEAR TERM

TAXATION AID COMMITTEE
TRURO REP TO THE BARNSTABLE COUNTY HUMAN RIGHTS COMMISSION
WATER RESOURCES OVERSIGHT COMMITTEE

(1) THREE YEAR TERM
(1) THREE YEAR TERM
(2) THREE YEAR TERM

FINANCIAL SOURCE (IF APPLICABLE): N/A

SUGGESTED ACTION: Discussion

ATTACHMENTS:

1. Town of Eastham Volunteer Application
2. Board and Committee List


Town of Eastham, MA

Print | Blank PDF

Town of Eastham Volunteer Application

Application Number

Date



  [clear](#)

One of the foundations of good government in a small town is volunteer citizen participation on the boards, commissions, and committees, which play a vital part in the management of local affairs. The members of these boards and committees arbitrate issues that arise in interpreting and enforcing local laws, and recommend policies that will help to shape the future of our Town.

Applicant Name *

Street Address (Local)

Street Name: 

Street Number:  Unit: 

Mailing Address Street (Modify as necessary)

Mailing Address Town

Mailing Address State

Mailing Address Zip

Town of Eastham, MA

Town of Eastham Volunteer Application

Home Phone *

Cell Phone

Work Phone

E-mail *

 (in the format email@example.com)

Are you a full time resident of Eastham? *

- Yes
 No

LOCAL COMMITTEES:

Please indicate up to three boards, commissions, or committees in which you are interested.

PLEASE NOTE: To be appointed to a regulatory committee you must be a registered voter in Eastham, and you may only serve on one regulatory committee.

COMMITTEE / BOARD / COMMISSION LIST - SELECT UP TO 3

COMMITTEE SELECTION 1

COMMITTEE SELECTION 2

COMMITTEE SELECTION 3

OTHER: Enter Name of Committee

Save

Save > New

Cancel

Town of Eastham, MA

Town of Eastham Volunteer Application

Check the Town Website for meeting dates and times and additional committee information.

http://www.eastham-ma.gov/Public_Documents/EasthamMA_BComm/index

If you have any questions, call Town Hall, 508-240-5900.

RELATED EXPERIENCE

Experience: Describe briefly your experience, including volunteer service, that you feel would be useful to the Town and to the committee(s) you are interested in. You may add any additional information including education, other formal training, specialized courses, professional licenses or certifications.

Will you be sending additional hard copy information?

- Yes
 No

OPTIONAL: If you would prefer to submit a resume or additional documentation, you may upload documents using the button below.

Upload Resume/Background Documents

No file chosen

Committees Served: If you have served or are serving on a committee in the Town, please list the committee(s) and the year(s) and term(s) served:

Committee Name:	Term Served:
<input type="text"/>	<input type="text"/>

Save

Save > New

Cancel

Town of Eastham, MA

Town of Eastham Volunteer Application

I have attended a meeting(s) of the committee(s) selected.

- Yes
 No

I have read the charge of the committee(s).

- Yes
 No

I have met with the chair(s) of the committee(s).

- Yes
 No


Additional Comments

This Volunteer Form is being filed with the Town's Search Committee. A member of the Search Committee will contact you soon for a follow up discussion.

I certify that the above information is accurate and true.

Electronic Signature *

Dated Signed

November 4, 2020  clear

Thank you for using our online application form
Be sure to hit the "SAVE" button at the bottom of the screen before closing your browser window.

Save

Save > New

Cancel

TOWN OF TRURO LISTING OF TOWN OFFICIALS, BOARDS AND COMMITTEES							
Title/Group/Board/Committee	Name	Designation	Email address	Address	Phone #	Date Elected/Appointed	Expiration Date
Select Board							
Select Board	Jan Worthington	n/a	jworthington@truro-ma.gov	PO Box 1109 T		ATE 2018	ATE 2021
Select Board	Robert Weinstein	Chair	rweinstein@truro-ma.gov	PO Box 479 T		ATE 2019	ATE 2022
Select Board	Kristen Reed	Vice-Chair	kreed@truro-ma.gov	PO Box 1307 T		ATE2018	ATE 2021
Select Board	Susan Areson	Clerk	sareson@truro-ma.gov	PO Box 65 T		ATE2019	ATE 2022
Select Board	Stephanie Rein	n/a	srein@truro-ma.gov	PO Box 688 T		ATE 2023	ATE 2026
Agricultural Commission							
Agricultural Commission	Vacancy	Alternate	n/a	n/a	n/a	n/a	n/a
Agricultural Commission	Vacancy	member					6/30/2021
Agricultural Commission	Katherine Winkler	member		POB 1110 T		7/9/2019	6/30/2020
Agricultural Commission	Amber Ketler	member		PO Box 421 T		1/9/2018	6/30/2021
Agricultural Commission	Todd Schwebel	member		PO Box 618 T		1/9/2018	6/30/2021
Agricultural Commission	Peter Staaterman	member		PO Box 774		1/9/2018	6/30/2021
Agricultural Commission	Vacancy	Alternate		n/a	n/a	n/a	n/a
Agricultural Commission	Vacancy	Alternate		n/a	n/a	n/a	n/a
Assessors, Board of							
Assessors, Board of	Gary Palmer	n/a		PO Box 130 T		6/25/2019	6/30/2022
Assessors, Board of	R. Bruce Boleyn	Chair		PO Box 1105 T		6/26/2018	6/30/2021
Assessors, Board of	Michael R. Forgione	n/a		PO Box 529 NT		6/25/2019	6/30/2022
Beach Commission							
Beach Commission	Fran Johnson	n/a		PO Box 405 NT		7/10/2018	6/30/2021
Beach Commission	Shari Stahl	n/a		PO Box 470 NT		6/25/2019	6/30/2022
Beach Commission	Vacancy	n/a		n/a		n/a	n/a
Beach Commission	Tom Bow	n/a		102 Northam Rd. Amston, CT 06231		6/13/2017	6/30/2020

Title/Group/Board/Committee	Name	Designation	Email address	Address	Phone #	Date Elected/Appointed	Expiration Date
Beach Commission	Eliza Harned	Chair	[REDACTED]	PO Box 921 T	[REDACTED]	6/27/2017	6/30/2020
Bike and Walkways Committee	Susan Roderick	Chair	[REDACTED]	PO Box 64 NT	[REDACTED]	6/27/2017	6/30/2023
Bike and Walkways Committee	Ellery Althaus	n/a	[REDACTED]	PO Box 992	[REDACTED]	10/22/2019	6/30/2022
Bike and Walkways Committee	Christine Meade	Alternate	[REDACTED]	PO Box 525 02666	[REDACTED]	11/10/2020	6/30/2021
Bike and Walkways Committee	Amy Graves	n/a	[REDACTED]	PO Box 672 NT	[REDACTED]	1/8/2019	6/30/2021
Bike and Walkways Committee	Vacancy	Alternate	[REDACTED]		[REDACTED]		6/30/2020
Bike and Walkways Committee	Eric Mays	Secretary	[REDACTED]	PO Box 43, NT	[REDACTED]	6/25/2019	6/30/2022
Building Committee	<i>On Hold</i>						
Cable and Internet Advisory Committee	Vacancy	n/a					6/30/2020
Cable and Internet Advisory Committee	Vacancy	n/a	[REDACTED]				6/30/2020
Cable and Internet Advisory Committee	Mary Abt	Vice-Chair	[REDACTED]	PO Box 502 NT	[REDACTED]	6/25/2019	6/30/2022
Cable and Internet Advisory Committee	Scott Mather	n/a	[REDACTED]	PO Box 374 T	[REDACTED]	2/27/2018	6/30/2021
Cable and Internet Advisory Committee	Christopher Bellonci	n/a	[REDACTED]	PO Box 457 T	[REDACTED]	7/28/2020	6/30/2023
LCCAT REP	Vacancy						
Cemetery Commission	Robert Masson	Chair	[REDACTED]	PO Box 419 NT	[REDACTED]	ATE 2018	ATE 2021
Cemetery Commission	Marilyn Adams	n/a	[REDACTED]	PO Box 413 NT	[REDACTED]	ATE 2020	ATE 2023
Cemetery Commission	Vacancy	n/a	[REDACTED]		[REDACTED]	ATE 2016	ATE 2019
Cemetery Commission	Elizabeth Haskell	Honorary Member; Non-participating	[REDACTED]		[REDACTED]		
Charter Review Committee	Robert Panessiti	Chair	[REDACTED]	552 E. Broadway Boston, MA 02127	[REDACTED]	8/14/2018	6/30/2021
Charter Review Committee	Brian Boyle	n/a	[REDACTED]	PO Box 786 T	[REDACTED]	9/11/2018	6/30/2021
Charter Review Committee	Vacancy						6/30/2021

Title/Group/Board/Committee	Name	Designation	Email address	Address	Phone #	Date Elected/Appointed	Expiration Date
Charter Review Committee	Vacancy						6/30/2021
Charter Review Committee	Chris Lucy	n/a		PO Box 944 T		1/14/2020	6/30/2022
Charter Review Committee	William Golden	n/a		PO Box 683		1/14/2020	6/30/2022
Charter Review Committee	Gary Palmer	Vice Chair		PO Box 130 T		8/14/2018	6/30/2021
Charter Review Committee	Cheryl Best	n/a		PO Box 105 T		1/14/2020	6/30/2022
Climate Action Committee	Bob Higgins-Steele	Vice-Chair		PO Box 1039		8/13/2019	6/30/2022
Climate Action Committee	Fred Gaechter	n/a		PO Box 729 NT		8/13/2019	6/30/2022
Climate Action Committee	Vacancy						6/30/2022
Climate Action Committee	Vacancy	n/a					6/30/2022
Climate Action Committee	Carol Harris	Chair		PO Box 902		8/13/2019	6/30/2022
Climate Action Committee	Vacancy	Alternate					6/30/2020
Commission on Disabilities	Susan Howe	Chair		PO Box 223 T		6/25/2019	6/30/2022
Commission on Disabilities	Vacancy					6/27/2017	6/30/2020
Commission on Disabilities	Peter Graham	n/a		PO Box 856 NT		6/13/2017	6/30/2020
Commission on Disabilities	Hannah King	n/a		PO Box 189 T		10/9/2018	6/30/2021
Commission on Disabilities	Mary Abt	Co-Chair		PO Box 502 NT		6/25/2019	6/30/2022
Commission on Disabilities	Amy Rogers	n/a		PO Box 457 NT		10/17/2017	6/30/2020
Commission on Disabilities	Vacancy						
Community Preservation Committee	Deborah McCutcheon	Chair (Conservation Commission, Rep.)		PO Box 424 NT		8/7/2017	7/1/2020
Community Preservation Committee	Jane Petterson	Open Space Rep.		PO Box 840 T		12/13/2019	6/30/2022
Community Preservation Committee	Peter Herridge	Planning Board Rep.		PO Box 1047 T		6/19/2019	6/30/2022

Title/Group/Board/Committee	Name	Designation	Email address	Address	Phone #	Date Elected/Appointed	Expiration Date
Community Preservation Committee	Jim Summers	Historical Com. Rep.		PO Box 717 T		8/27/2020	6/30/2023
Community Preservation Committee	Susan Howe	Member @ Large Filling unexpired term		PO Box 973			
Community Preservation Committee	Vacancy	Recreation Comm. Rep.					
Community Preservation Committee	Mary Rose	Housing Authority Rep.		PO Box 925 T		7/11/2019	6/30/2022
Community Preservation Committee	Maureen Cronin	Member @ Large				10/27/2020	6/30/2023
Community Preservation Committee	Bonnie Sollog	Member @ Large		PO Box 389 NT		7/10/2018	6/30/2021
Community Preservation Committee	Mary Rogers	Secretary					
Concert Committee	Patricia Wheeler	Chair		PO Box 289 T		8/14/2018	6/30/2021
Concert Committee	Susan Howe	n/a		PO Box 223 T		9/25/2018	6/30/2021
Concert Committee	Michael Holt	n/a		3 Daisy Lane Box 1087 T		7/24/2018	6/30/2021
Concert Committee	Vacancy	Co-Chair					
Concert Committee	Larry Lown	n/a		PO Box 697 T		6/27/2017	6/30/2020
Concert Committee	Bonnie Brown-Bonse	n/a		PO Box 386 NT		9/25/2018	6/30/2021
Concert Committee	Ann Courtney	n/a		PO Box 29 T		11/14/2017	6/30/2020
Concert Committee	Vacancy	n/a					
Constable	John Thomas	n/a		PO Box 176 T		7/10/2018	6/30/2021
Conservation Commission	Deborah McCutcheon	n/a		PO Box 2002 T		6/26/2018	6/30/2021
Conservation Commission	Diane Messinger	n/a		PO Box 683 T		5/28/2019	6/30/2022
Conservation Commission	Larry E. Lown	n/a		PO Box 697 T		8/12/2020	6/30/2023
Conservation Commission	Linda Noons-Rose	WROC Rep.		PO Box 2 T		7/28/2020	6/30/2023
Conservation Commission	Robert White	Vice-Chair		PO Box 965 T		2/26/2019	6/30/2021
Conservation Commission	Jack McMahon	Chair (1/23/2020)		PO Box 109 NT		6/25/2019	6/30/2022
Conservation Commission	Carol Girard-Irwin	n/a		POB 2006 T		2/11/2020	6/30/2023
Council on Aging	Susan Girard-Irwin	n/a		PO Box 2006 T		11/19/2019	6/3/2022
Council on Aging	Vacancy						

Title/Group/Board/ Committee	Name	Designation	Email address	Address		Date Elected/Appointed	Expiration Date
Council on Aging	Girard F. Smith	Emeritus		85 Crescent Lane Brewster		7/10/2018	Lifetime
Council on Aging	Vacancy						
Council on Aging	Denise Seager	n/a		PO Box 1028		1/8/2019	6/30/2021
Council on Aging	Katherine Black	n/a		PO Box 1065 T		8/13/2019	6/30/2022
Council on Aging	(Vacancy)	n/a					
Council on Aging	Ronald Boyles	Chair		PO Box 872		8/14/2018	6/30/2021
Council on Aging	Dan Schreiner	n/a		PO Box 720		11/19/2019	6/30/2022
Council on Aging	Vacancy-Alternate						
Council on Aging	Claudia Tuckey	n/a		PO Box 588		7/28/2020	6/30/2023
Council on Aging	Mary Elizabeth Briscoe	Director					Indefinite
Cultural Council	Vacancy	n/a					
Cultural Council	Jill Mays	n/a		PO Box 43 NT		8/14/2018	6/30/2021
Cultural Council	Sharon Stahl	n/a		PO Box 470 NT		3/26/2019	6/30/2022
Cultural Council	Rebecca Bruyn	n/a		PO Box 1025		7/11/2017	6/30/2020
Cultural Council	Angela Gaimari	Chair		PO Box 109		7/9/2019	6/30/2022
Cultural Council	Maureen Cronin	n/a		PO Box 856		9/24/2019	6/30/2022
Cultural Council	Lenore Tenenblatt	n/a		PO Box 307 T		9/24/2019	6/30/2022
Cultural Council	Vacancy	n/a					
Economic Development Committee (on hold)	Vacancy						
Energy Committee	James Nash	n/a		PO Box 602 T		10/22/2019	6/30/2022
Energy Committee	Mark Farber	n/a		PO Box 686 T		7/28/2020	6/30/2023
Energy Committee	Vacancy	Alternate					
Energy Committee	Brian Boyle	Chair		PO Box 786 T		12/18/2018	6/30/2021
Energy Committee	Bob Higgins-Steele	n/a		PO Box 1039 T		7/28/2020	6/30/2023
Energy Committee	Todd Schwebel	n/a		PO Box 618 T		1/28/2020	6/30/2023
Energy Committee	Nancy Medoff	Alternate		PO Box 459		8/25/2020	6/30/2021
Energy Committee	Vacancy	Alternate					
Finance Committee	Robert Panessiti	Chair		552 E. Broadway St. Boston, MA 02127		7/1/2020	6/30/2023
Finance Committee	Richard Wood	Vice-Chair		PO Box 1175 T		7/1/2020	6/30/2023
Finance Committee	Lori Meads	n/a		PO Box 287 Provincetown		6/6/2018	6/30/2021

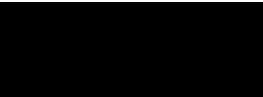

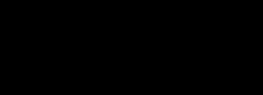
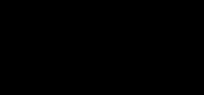
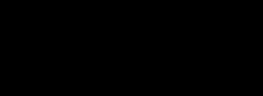


Title/Group/Board/Committee	Name	Designation	Email address	Address	Date Elected/Appointed	Expiration Date
Finance Committee	Steven Roderick	n/a		POB 1081 T	10/8/2020	6/30/2021
Finance Committee	Raphael Richter	filling Susan Areson's unexpired term		PO Box 656 Truro	6/24/2019	6/30/2021
Health, Board of	Tracey Rose	Chair		PO Box 663 T	7/14/2020	6/30/2023
Health, Board of	Jason Silva	Vice-Chair		PO Box 84 NT	7/14/2020	6/30/2023
Health, Board of	Mark N. Peters	Clerk		PO Box 734 NT	7/10/2018	6/30/2021
Health, Board of	Tim Rose	n/a		PO Box 20 T	6/25/2019	6/30/2022
Health, Board of	Peter Van Stratum	n/a		PO Box 568 T	7/10/2018	6/30/2021
Health, Board of	Meredith Goff	Alternate		PO Box 1223 T	7/14/2020	6/30/2021
Historical Commission	Chuck Steinman	Vice-Chair		PO Box 781 NT	6/25/2019	6/30/2022
Historical Commission	Matthew J. Kiefer	Chair-as a Member of Historical Commission		7 Cerina Rd Jamaica Plain MA 02130	7/10/2018	6/30/2021
Historical Commission	Jim Summers	n/a		PO Box 717 T	8/14/2018	6/30/2021
Historical Commission	Richard S. Larkin	n/a		PO Box 178 T	8/25/2020	6/30/2023
Historical Commission	Lisbeth Wiley Chapman	n/a		PO Box 217 NT	8/25/2020	6/30/2023
Historical Commission	David Kirchner	Member		POB 144, NT	6/14/2016	6/30/2022
Historical Commission	Bart Mitchell	Member		54 Eliot St. Jamaica Plain, M	8/25/2020	6/30/2023
Housing Authority	Carl J. Brotman	n/a		PO Box 1128 T	ATE 2011	ATE 2021
Housing Authority	Kevin Grunwald	Chair		PO Box 259	ATE 2017	ATE 2022
Housing Authority	Elizabeth Gallo	n/a		PO Box	6/30/2020	ATE 2025
Housing Authority	Mark Wisotzky	State Representative				
Housing Authority	Mary Rose	n/a		PO Box 925 T	ATE 2018	ATE 2023
Human Services Committee	Richard Wood	Fin Com Rep		PO Box 1175 T	7/28/2020	6/30/2023
Human Services Committee	Patricia Wheeler	Secretary		PO Box 289 T	8/14/2018	6/30/2021
Human Services Committee	Martin Thomas	Chair		PO Box 982 T	6/25/2019	6/30/2022
Human Services Committee	Madelyn Cordeiro	n/a		PO Box 791 NT	8/25/2020	6/30/2023
Human Services Committee	Sallie Tighe	n/a		PO Box 300 T	7/28/2020	6/30/2023
Human Services Committee	Town Manager	ex-officio		PO Box 2030 T	n/a	n/a

Title/Group/Board/ Committee	Name	Designation	Email address	Address	Phone #	Date Elected/Appointed	Expiration Date
Planning Board	Peter Herridge	n/a	[REDACTED]	PO Box 1047 T	[REDACTED]	5/22/2015	ATE 2021
Planning Board	Paul Kiernan	n/a		PO Box 818 T		ATE 2017	ATE 2025
Planning Board	Anne D. Greenbaum	Chair		PO Box 547 T		ATE2019	ATE2024
Planning Board	John "Jack" Riemer	Clerk		PO Box 685 T		ATE 2015	ATE 2025
Planning Board	Steve Sollog	n/a				ATE 2017	ATE 2022
Planning Board	R. Bruce Boleyn	n/a		PO Box 1005 T		ATE 2018	ATE 2023
Planning Board	Karen Tosh	Vice-Chair		PO Box 693 T		ATE 2017	ATE 2021
Recreation Commission	Vacancy	Chair					
Recreation Commission	Vacancy	n/a					
Recreation Commission	Vacancy	n/a					
Recreation Commission	Vacancy	n/a					
Recreation Commission	Vacancy	n/a					
Recreation Commission	Vacancy	Alternate					
Recycling Committee	Vacancy	Co-Chair		PO Box			6/30/2020
Recycling Committee	Vacancy	Co-Chair	[REDACTED]	PO Box			6/30/2020
Recycling Committee	Vacancy	n/a					6/30/2020
Recycling Committee	Amy Wolff	n/a		PO Box 846		10/23/2018	6/30/2021
Recycling Committee	Vacancy	n/a					Unexpired term 6/30/2021
Recycling Committee	Vacancy	Alternate					
Recycling Committee	Heidi Koretz	Swap Shop Volunteer					
Recycling Committee	Sigrid D. Wiemers	Swap Shop Volunteer					
School Committee	Kolby Jackson Blehm	n/a		12 N. Union Field Rd	[REDACTED]	ATE 2020	ATE 2023
School Committee	Dennis Clark	n/a		PO Box 1070 T		ATE 2018	ATE 2021
School Committee	Michelle Jarusiewicz	Vice-Chair		PO Box 834 Provincetown		ATE 2018	ATE 2021
School Committee	Christine L. Roderick	Secretary				ATE2019	ATE2022
School Committee	Kenneth Oxtoby	Chair				ATE2019	ATE2022
School Committee	Vacancy	n/a					ATE2022

Title/Group/Board/ Committee	Name	Designation	Email address	Address	Phone #	Date Elected/Appointed	Expiration Date
Shellfish Advisory Committee	Christopher Clark	Alternate		PO Box 1165		10/13/2020	6/30/2021
Shellfish Advisory Committee	Mark Wisotzky	n/a		PO Box 1091 T		8/12/2020	6/30/2023
Shellfish Advisory Committee	Scott Lindell	Chair		15 Lantern Lane Falmouth 02540		7/10/2018	6/30/2021
Shellfish Advisory Committee	Nicholas Brown	n/a		PO Box 1121 T		6/25/2019	6/30/2022
Shellfish Advisory Committee	Gary Sharpless	n/a		2 Bayview Path/Mail 58 Commercial St PTown		8/25/2020	6/30/2023
Shellfish Advisory Committee	Steve Wisbauer	Alternate		PO Box 123 T		8/12/2020	6/30/2021
Shellfish Advisory Committee	Dan Smith	Vice-Chair		PO Box 907		8/12/2020	6/30/2023
Taxation Aid Committee	Barbara Wood	n/a		PO Box 2005 T		7/10/2018	6/30/2021
Taxation Aid Committee	Vacancy	Res-at-Large					
Taxation Aid Committee	Jennifer Shannon	n/a		PO Box 1045 NT		9/8/2020	6/30/2023
Taxation Aid Committee	Mary Mclsaac	Treasurer		PO Box 2012 T		10/27/2020	
Taxation Aid Committee	Bruce Boleyn	BoA (Rep) Chair		PO Box 1005 T		11/21/2011	Indefinite
Veteran's Services	Wilfred Remillard	Officer		732 Main St Harwich, MA 02645		n/a	n/a
Veteran's Services	John Dundas	Graves Officer		PO Box 649 T		5/24/2016	6/30/2019
Veteran's Services	Jon Seager	Graves Officer		PO Box 996 T		5/24/2016	6/30/2019
Walsh Property Community Planning Committee	Eileen Breslin	Member		2 Vintage Oaks San Antonio, TX 78248		10/13/2020	10/13/2021
Walsh Property Community Planning Committee	Paul Wisotzky	Member		PO Box 1194 T		10/13/2020	10/13/2021
Walsh Property Community Planning Committee	Steve Wynne	Member		210 Willow Brook Dr. Wayland, MA 01778		10/13/2020	10/13/2021
Walsh Property Community Planning Committee	Fred Gaechter	Member		PO Box 729 NT		10/13/2020	10/13/2021

Title/Group/Board/Committee	Name	Designation	Email address	Address	Phone #	Date Elected/Appointed	Expiration Date
Walsh Property Community Planning Committee	Todd Schwebel	Member		PO Box 618 T		10/13/2020	10/13/2021
Walsh Property Community Planning Committee	Craig Milan	Member		PO Box 1310 T		10/13/2020	10/13/2021
Walsh Property Community Planning Committee	Morgan Clark	Member		PO Box 1938 Provincetown		10/13/2020	10/13/2021
Walsh Property Community Planning Committee	Hannah King	Member		PO Box 189 T		10/13/2020	10/13/2021
Walsh Property Community Planning Committee	Janice Parky	Member		PO Box 104 NT		10/13/2020	10/13/2021
Walsh Property Community Planning Committee	Kenneth Oxtoby	Member		PO Box 30 T		10/13/2020	10/13/2021
Walsh Property Community Planning Committee	Russell Braun	Member		PO Box 272 NT		10/13/2020	10/13/2021
Walsh Property Community Planning Committee	Ryan Schmidt	Member		PO Box 744 NT		10/13/2020	10/13/2021
Water Resources Oversight Committee	Vacancy	n/a					
Water Resources Oversight Committee	Peter Graham	Filling unexpired term		PO Box 856 NT		6/25/2019	6/30/2022
Water Resources Oversight Committee	Mark Peters(BOH Rep)	BoH Rep		PO Box 734 NT		3/18/2018	6/30/2021
Water Resources Oversight Committee	Peter Herridge (Planning Rep)	Planning Board Rep		PO Box 1047 T		8/8/2018	6/30/2021
Water Resources Oversight Committee	Gary Palmer	Chair		PO Box 130 T		6/25/2019	6/30/2022
Water Resources Oversight Committee	Vacancy	n/a					
Water Resources Oversight Committee	Linda Noons-Rose	ConCom Rep. (Appointed by CC)		PO Box 2 T		1/23/2020	6/30/2022
Zoning Board of Appeals	Arthur F. Hultin, Jr.	Chair		PO Box 504 NT		6/28/2016	6/30/2021 (5yr)
Zoning Board of Appeals	Darrell Shedd	Alternate		PO Box 301 T		7/28/2020	6/30/2021
Zoning Board of Appeals	Heidi Townsend	Alternate		PO Box 645 NT		7/14/2020	6/30/2021
Zoning Board of Appeals	John Dundas	n/a		PO Box 649 T		7/24/2018	6/30/2021
Zoning Board of Appeals	Chris Lucy	Clerk		PO Box 944 T		5/28/2019	6/30/2022 (3 yr)

Title/Group/Board/Committee	Name	Designation	Email address	Address	Phone #	Date Elected/Appointed	Expiration Date
Zoning Board of Appeals	John Thornley	n/a	[REDACTED]	PO Box 23 T	[REDACTED]	6/25/2019	6/30/2022 (This s/b a 2 yr term next time)
Zoning Board of Appeals	Fred Todd	Vice-Chair	[REDACTED]	PO Box 625 T	[REDACTED]	7/10/2018	6/30/2023 (5yr)
TOWN REPRESENTATION TO COUNTY AGENCIES/ETC.							
Barnstable Assembly of Delegates	Deborah McCutcheon	n/a	[REDACTED]	PO Box 424 NT	[REDACTED]	2010	n/a
Cape Cod National Seashore Advisory (ON HOLD)	Vacancy	Representative			[REDACTED]		
Cape Cod National Seashore Advisory	Jan Worthington	Alternate	jworthington@truro-ma.gov	PO Box 1109 T	[REDACTED]	11/21/2017	11/14/2018
Cape Cod Commission	Kevin Grunwald	Truro Representative	[REDACTED]	PO Box 259	[REDACTED]	4/25/2019	4/24/2022
Cape Cod Regional Tech. H.S. Committee (Moderator Appt)	Brian Dunne	n/a	[REDACTED]	PO Box 69 T	[REDACTED]	7/11/2018	
Cape Cod Regional Tech. H.S. Committee	Vacancy	Truro Representative	n/a		[REDACTED]		
Truro Rep. For Cape Light Compact/Cape Light Joint Powers Agreement	Bob Higgins-Steele	Alternate-Energy Committee Representative	[REDACTED]	PO Box 1039	[REDACTED]	2/11/2020	6/30/2023
Truro Rep. to the Commonwealth of MA Department of Housing & Community Development (Truro Housing Authority)	Mark Wisotzky	Representative	[REDACTED]	PO Box 1091 T	[REDACTED]	1/14/2014	6/15/2015
Herring River Executive Committee		Truro Representative	pwisotzky@truro-ma.gov	PO Box 2030 T	[REDACTED]	11/2/2016	Indefinite
Herring River Executive Committee	Robert Weinstein	Truro Representative	rweinstein@truro-ma.gov	PO Box 2030 T	[REDACTED]	11/2/2016	Indefinite
Lower Cape Cable Access Television Board	Vacancy	Truro Representative (CAIC had no Quorum to vote on appt.)			[REDACTED]		

Title/Group/Board/ Committee	Name	Designation	Email address	Address	Phone #	Date Elected/Appointed	Expiration Date
Massachusetts Ethics Commission Truro's Liason (ON HOLD)	Vacancy	Liason, Truro		PO Box 2012 T		10/13/2009	
Truro Rep. On the Provincetown Water and Sewer Board	Gary Palmer	Representative		PO Box 130 T		7/10/2018	6/30/2021
Truro Rep. On the Provincetown Water and Sewer Board	Peter Graham	Representative		POB 856 NT	508-	7/9/2019	6/30/2022
Truro Rep. On the Provincetown Water and Sewer Board	Tracey Rose	Representative		PO Box 663 T		8/28/2018	6/30/2020
Truro Rep to Barnstable County Human Rights Commission	Vacancy	Truro Representative					



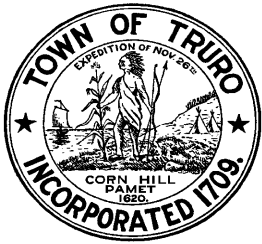
TOWN OF TRURO

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. *Curb Cut Application 9 Mill Pond*
 - 2. *Curb Cut Application 126 Old County Road*
 - 3. *Appointment Renewal Eliza Harned to Beach Commission*
- B. Cloverleaf Extension
- C. Select Board Approval of Cape CDP Executive Director Sign Off on Housing Rehab Loan Subordinations and Discharges
- D. Review and Approve Select Board Minutes: August 25, 2020



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: November 10, 2020

ITEM: Curb Cut Application for 9 Mill Pond Road

EXPLANATION: Applicants have submitted a curb cut application for 9 Mill Pond Road. Per DPW Director memo, the curb cut has already been installed. New driveway and curb cut are compliant with Curb Cut Policy standards.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: With curb cut already installed, it would be without the approval of the Select Board.

SUGGESTED ACTION: *Motion to Approve the Curb Cut for 9 Mill Pond Road and Authorize the Chair to Sign.*

ATTACHMENTS:

1. Curb Cut Application
2. Site Plan
3. DPW Memo and Email

RCVD 2020SEP11 AM11:56
ADMINISTRATIVE OFFICE

TOWN OF TRURO

EXHIBIT 1

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

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

Date: 8-25-20

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

Re: **APPLICATION FOR A CURB CUT**

Dear Board Members:

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

Name(s): VAUGHN WATERS & PAUL GREGG GREENOUGH

Address: 157 PLEASANT ST UNIT 301 CAMBRIDGE MA 02139

Curb Cut Street Location: 9 MILL POND ROAD

Affected Town or State road: MILL POND ROAD

Truro Assessor's Map Number: 54 Parcel Number: 119

Name of contractor: AMBROSE HOMES, INC

Reason/explanation: NEW CONSTRUCTION ON VACANT LOT

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

Applicant's Signature: Vaughn Waters & Paul Gregg Greenough

Owner's Signature (if different): Frank P. Insirex Date: 8/24/2020

Owner's Address (if different): _____

Director, Department of Public Works Preliminary Approval:

Approved Disapproved Not Applicable



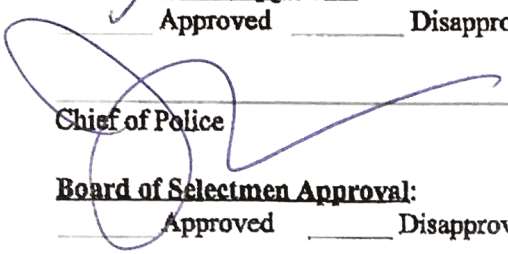
Director, Department of Public Works

11 Sep 2020

Date

Chief of Police Approval:

Approved Disapproved Not applicable



Chief of Police

Date

Board of Selectmen Approval:

Approved Disapproved

Chairman, Board of Selectmen

Date

Planning Board Approval (if required):

Approved Disapproved Not Applicable

Chairman, Planning Board

Date

Building Commissioner Approval:

Approved Disapproved Building Permit Number _____

Building Commissioner

Date

Mass Highway Referral (if required):

Date Forwarded _____

Signature

Director, Department of Public Works Declaration of Compliance:

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

Director, Department of Public Works

Date

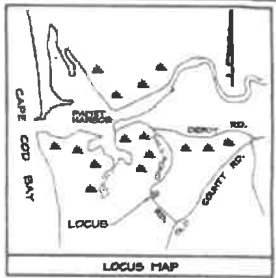
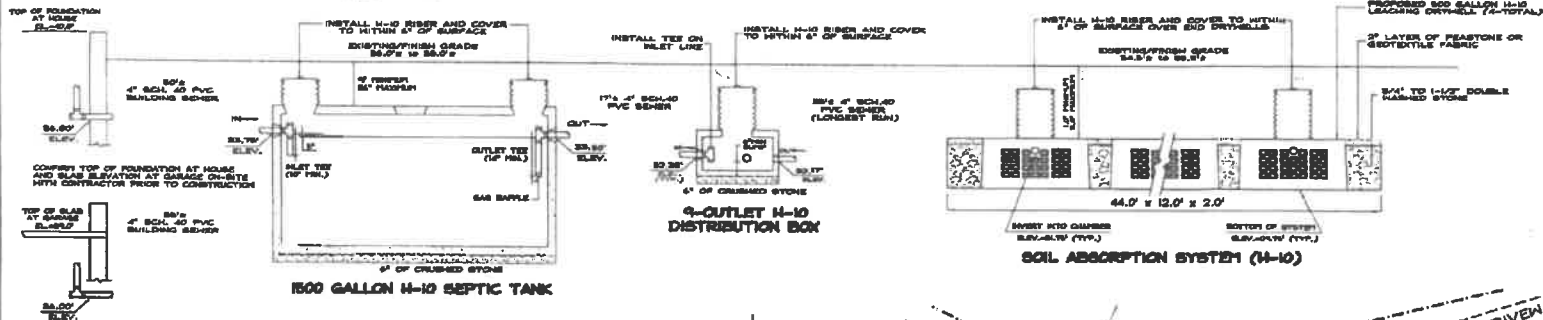
Building Commissioner Final Approval:

Approved Disapproved Certificate of Occupancy _____

Building Commissioner

Date

PROFILE OF PROPOSED SEWAGE DISPOSAL SYSTEM
(NOT TO SCALE)



DEEP OBSERVATION HOLE LOGS

TEST DATE: AUGUST 13, 2013
TEST BY: CHRIS HICKSON - EAST CAPE ENGINEERING, INC.
ANZIANA DAVIS - AGENT FOR BOARD OF HEALTH

PERC RATE: 2 MINUTES PER INCH IN LOAMY SAND AND MEDIUM SAND

DEPTH	ELEVATION	HORIZON	TEXTURE	DEPTH	ELEVATION	HORIZON	TEXTURE
0'-0"	56.0'-34.5'	A	LOAMY SAND	0'-0"	37.0'-55.3'	A	LOAMY SAND
10'-30"	34.7'-39.0'	B	LOAMY SAND	8'-16"	36.2'-39.7'	E	MEDIUM SAND
20'-144"	32.9'-39.0'	C1	MEDIUM SAND	16'-32"	36.7'-34.9'	B	LOAMY SAND
				32'-144"	34.9'-35.0'	C1	MEDIUM SAND

NO WATER ENCOUNTERED
TESTHOLE #8: ELEVATION = 35.0'

DEPTH	ELEVATION	HORIZON	TEXTURE	DEPTH	ELEVATION	HORIZON	TEXTURE
0'-0"	34.0'-33.0'	A	LOAMY SAND	0'-12"	37.0'-36.0'	A	LOAMY SAND
12'-10"	30.0'-32.5'	E	MEDIUM SAND	17'-10"	36.0'-34.5'	B	LOAMY SAND
18'-34"	32.8'-31.0'	B	LOAMY SAND	30'-144"	34.9'-39.0'	C1	MEDIUM SAND
30'-144"	31.9'-33.0'	C1	MEDIUM SAND				

NO WATER ENCOUNTERED
TESTHOLE #2: ELEVATION = 34.0'

DEPTH	ELEVATION	HORIZON	TEXTURE	DEPTH	ELEVATION	HORIZON	TEXTURE
0'-0"	37.0'-55.3'	A	LOAMY SAND	0'-12"	37.0'-36.0'	A	LOAMY SAND
8'-16"	36.2'-39.7'	E	MEDIUM SAND	17'-10"	36.0'-34.5'	B	LOAMY SAND
16'-32"	36.7'-34.9'	B	LOAMY SAND	30'-144"	34.9'-39.0'	C1	MEDIUM SAND
32'-144"	34.9'-35.0'	C1	MEDIUM SAND				

NO WATER ENCOUNTERED
TESTHOLE #4: ELEVATION = 37.0'

DEPTH	ELEVATION	HORIZON	TEXTURE	DEPTH	ELEVATION	HORIZON	TEXTURE
0'-0"	37.0'-55.3'	A	LOAMY SAND	0'-12"	37.0'-36.0'	A	LOAMY SAND
8'-16"	36.2'-39.7'	E	MEDIUM SAND	17'-10"	36.0'-34.5'	B	LOAMY SAND
16'-32"	36.7'-34.9'	B	LOAMY SAND	30'-144"	34.9'-39.0'	C1	MEDIUM SAND
32'-144"	34.9'-35.0'	C1	MEDIUM SAND				

NO WATER ENCOUNTERED
TESTHOLE #6: ELEVATION = 37.0'

SEWAGE DISPOSAL SYSTEM DESIGN:

FLUSH RATE COMPUTATION:
MINIMUM DAILY FLUSH ALLOWED UNDER 30 CFR 13.264 NITROGEN LOADING LIMITATIONS
(50.00 Gp/L / 1,000 Gp/L) = 10 GALLONS PER DAY - 96 GALLONS PER DAY MAXIMUM
THE PROPOSED HOUSE SHOWN IS A 3-BEDROOM HOUSE AND THE PROPOSED GARAGE HAS 1-BEDROOM ON SECOND FLOOR FOR A TOTAL OF 4-BEDROOMS = 440 GALLONS PER DAY
THE PROPOSED SEWAGE DISPOSAL SYSTEM HAS BEEN DESIGNED FOR A MINIMUM CAPACITY OF 500 GALLONS PER DAY

SEPTIC TANK REQUIREMENT:
500 GALLONS PER DAY (2006) = 100 GALLONS MINIMUM CAPACITY REQUIRED
INSTALL: (1) 1,500 GALLON H-10 SEPTIC TANK

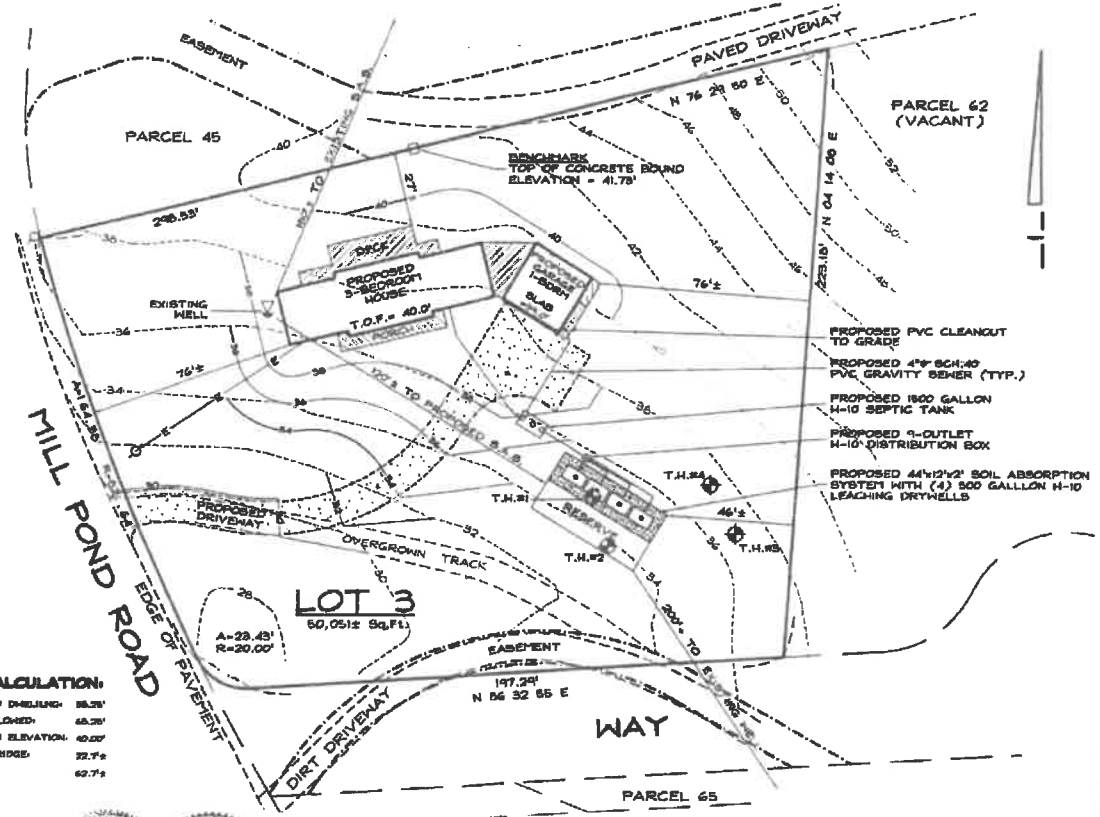
SOIL ABSORPTION SYSTEM REQUIREMENT:
PERC RATE < 2 MINUTES PER INCH IN LOAMY SAND AND MEDIUM SAND
BOTTOM: (44.0'L)(12.0'L) = 528.0'L(0.74) = 391 GALLONS PER DAY
SIDEWALL: 2(44.0'L)(12.0'L)(2'L) = 2244.0'L(0.74) = 166 GALLONS PER DAY
TOTAL: 782.4'L = 587 GALLONS PER DAY

INSTALL: (1) 44.0' x 12.0' x 2.0' SOIL ABSORPTION SYSTEM USING (4) 500 GALLON H-10 LEACHING DRYWELLS WITH 3/4" TO 1-1/2" DOUBLE WASHED STONE

BUILDING HEIGHT CALCULATION:
AVERAGE GRADE AT PROPOSED DRAINING: 55.2'
MAXIMUM RIDGE ELEVATION ALLOWED: 65.2'
PROPOSED TOP OF FOUNDATION ELEVATION: 40.00'
PROPOSED FRAME HEIGHT TO RIDGE: 22.7'
PROPOSED RIDGE ELEVATION: 62.7'

GENERAL NOTES:

- DATUM TAKEN FROM TRURO ASSESSORS GIS MAPS.
- MUNICIPAL WATER IS NOT AVAILABLE.
- PUMP PITING 1/8" PER FOOT MINIMUM.
- MINIMUM GROUND COVER OVER ALL SEWAGE LEACHING FACILITIES: (0.75) FT.
- THIS DESIGN DOES NOT PROVIDE FOR THE INSTALLATION OF GARBAGE SANDERS.
- CONTRACTOR TO NOTIFY DIG-SAFE PRIOR TO CONSTRUCTION (1-888-DIG-SAFE)
- ALL UNSUITABLE MATERIAL WITHIN 5' FT. IN ALL DIRECTIONS FROM THE LEACHING FACILITY SHALL BE REMOVED & REPLACED WITH CL.800, MEDIUM SAND.
- CONSTRUCTION DETAILS TO BE IN ACCORDANCE WITH COMM. OF MASS. STATE ENVIRONMENTAL CODE TITLE 8.
- NO KNOWN WELLS PROVIDING WATER FOR AUPAN CONSTRUCTION ARE KNOWN TO EXIST WITHIN 100' OF PROPOSED SOIL ABSORPTION SYSTEM. ANY WELLS NOT SHOWN ON THIS PLAN EXCEED 200' FROM THE PROPOSED SOIL ABSORPTION SYSTEM.
- THIS SITE PLAN IS INTENDED FOR SEWAGE SYSTEM DESIGN PURPOSES ONLY. UNDER NO CIRCUMSTANCES ARE BEARING, DISTANCES, OR FEATURES SHOWN TO BE USED TO ESTABLISH PROPERTY LINES.
- DESIGN LOADINGS FOR ALL PRESENT UNITS. AGGREGATE H-20-H-44 WHERE VEHICLE LOADS ARE ANTICIPATED OR WHEN SUBJECT TO APT. OR MORE OF SOIL COVER.



4/23/19
DATE

East Cape Engineering, Inc.

CIVIL ENGINEERS
LAND SURVEYORS
44 Route 20, Orleans, Mass.
(508) 288-7120

**SITE PLAN
SEWAGE DISPOSAL SYSTEM DESIGN**

LOCUS 9 MILL POND ROAD
TRURO, MA
REF: ASSESSOR'S MAP 54, PARCEL 119
PREPARED FOR: AMBROSE HOMES INC.
SCALE: 1"=20' DATE: 04/23/19

APPROVED _____ DATE _____ BOARD OF HEALTH TRURO, MA



TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

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

Memorandum

To: Rae Ann Palmer, Town Manager
From: Jarrod J. Cabral, Department of Public Works Director
Date: September 11, 2020
Subject: Curb Cut – 9 Mill Pond Rd.

The curb cut located at 9 Mill Pond Rd has already been installed. The new driveway and curb cut are compliant with the Curb Cut Policy standards. A cobble apron will be added, to contain material and debris from washing onto Pond Road. The cobble apron will be inspected prior to final Department approval. Please see attached email correspondence.

Sincerely,

Jarrod J. Cabral

Director

Department of Public Works

Truro MA 02666

Jarrold Cabral

From: [REDACTED]
Sent: Tuesday, September 1, 2020 11:22 AM
To: Jarrod Cabral
Cc: Michelle Fogarty; Rich Stevens; Lynne Budnick
Subject: RE: Curb Cut - 9 Mill Pond Road

Good morning,
We anticipate this work being completed within the next two weeks.
Best, Deb

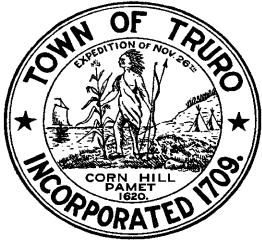
From: Jarrod Cabral <jcabral@truro-ma.gov>
Sent: Monday, August 31, 2020 12:01 PM
To: deborah@ambrosehomes.com
Cc: Michelle Fogarty <MFogarty@truro-ma.gov>; Rich Stevens <rstevens@truro-ma.gov>; Lynne Budnick <LBudnick@truro-ma.gov>
Subject: RE: Curb Cut - 9 Mill Pond Road

Thanks, Can I get a completion timeframe on the cobblestone apron and berm?

Thanks - Jarrod

From: [REDACTED]
Sent: Monday, August 31, 2020 11:22 AM
To: Jarrod Cabral <jcabral@truro-ma.gov>
Cc: Michelle Fogarty <MFogarty@truro-ma.gov>; Rich Stevens <rstevens@truro-ma.gov>; Lynne Budnick <LBudnick@truro-ma.gov>
Subject: RE: Curb Cut - 9 Mill Pond Road

Good morning all,
Please find attached a site plan which shows the proposed driveway location. This area was staked and is according to plan. Driveway materials used include T-base and 3/8" pea stone only.
Of note, the dirt drive to the south and the paved driveway to the north of the property were undisturbed as there are easements on both.
Also attached are photos of the completed driveway work done at the property. The owner has proposed the addition of a 5' cobblestone area where the drive meets Mill Pond Road.
Please confirm receipt of this email and if any additional information is required from AHI to complete the Curb Cut Permit application.
Many thanks as always, Deb



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: November 10, 2020

ITEM: Curb Cut Application for 126 Old County Road

EXPLANATION: Applicant has submitted a curb cut application for 126 Old County Road. Land is for sale and a potential buyer or current owners may end up building on the property.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Applicant will need to reapply for curb cut with amendments recommended by Select Board for approval.

SUGGESTED ACTION: *Motion to Approve the Curb Cut for 126 Old County Road and Authorize the Chair to Sign.*

ATTACHMENTS:

1. Curb Cut Application
2. MESA determination letter
3. Applicant letter
4. Site Plan

EXHIBIT 1

TOWN OF TRURO
APPLICATION FOR A CURB CUT PERMIT

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

Date: September 09, 2020

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

REC'D 2020 SEP 15 09:55
ADMINISTRATIVE OFFICE
TOWN OF TRURO

Re: **APPLICATION FOR A CURB CUT**

Dear Board Members:

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

Name(s): Larry E. Lown & John Keller(Lown Larry E. & Keller John(LE)RMNDR:Lown Larry E 2010 SP,TR)

Address: 120 Old County Road, PO Box 697 Truro, MA 02666

Curb Cut Street Location: 126 Old County Road

Affected Town or State road: Truro

Truro Assessor's Map Number: 59 Parcel Number: 91

Name of contractor: not applicable at present

Reason/explanation: Right now this land is for sale. Either the potential buyer or we may end up building on it, but the exact date of construction is not yet certain. See attached letter for details on curb cut.

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

Applicant's Signature: 

Owner's Signature (if different): _____ Date: Sept 10, 2020

Owner's Address (if different): _____

Director, Department of Public Works Preliminary Approval:

Approved Disapproved Not Applicable

Director, Department of Public Works

Date

16 Sep 2020

Chief of Police Approval:

Approved Disapproved Not applicable

Chief of Police

Date

9-17-2020

Board of Selectmen Approval:

Approved Disapproved

Chairman, Board of Selectmen

Date

Planning Board Approval (if required):

Approved Disapproved Not Applicable

Chairman, Planning Board

Date

Building Commissioner Approval:

Approved Disapproved

Building Permit Number _____

Building Commissioner

Date

Mass Highway Referral (if required):

Date Forwarded _____

Signature

Director, Department of Public Works Declaration of Compliance:

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

Director, Department of Public Works

Date

Building Commissioner Final Approval:

Approved Disapproved

Certificate of Occupancy _____

Building Commissioner

Date

Material List for 126 Old County Road curb cut application

1. 3/4 inch stone
2. reclaimed asphalt
3. cobble apron
4. 600 gallon catch basin located at base of proposed curb cut

Submitted by Larry E. Lown
120 Old County Road
Truro, MA 02666





MASSWILDLIFE

DIVISION OF
FISHERIES & WILDLIFE

1 Rabbit Hill Road, Westborough, MA 01581
p: (508) 389-6300 | f: (508) 389-7890
MASS.GOV/MASSWILDLIFE

May 1, 2020

Larry Lown
Larry E Lown 2010 Special Trust
PO Box 697
Truro MA 02666

RE: Project Location: 126 Old County Road, Truro
Project Description: Single Family Home
NHESP File No.: 20-39326

Dear Applicant:

Thank you for submitting the MESA Project Review Checklist, site plans (dated 4/2/2020) and other required materials to the Natural Heritage and Endangered Species Program of the MA Division of Fisheries & Wildlife (the "Division") for review pursuant to the Massachusetts Endangered Species Act (MESA) (MGL c.131A) and its implementing regulations (321 CMR 10.00).

Based on a review of the information that was provided and the information that is currently contained in our database, the Division has determined that this project, as currently proposed, **will not result in a prohibited Take** of state-listed rare species. This determination is a final decision of the Division of Fisheries & Wildlife pursuant to 321 CMR 10.18. Any changes to the proposed project or any additional work beyond that shown on the site plans may require an additional filing with the Division pursuant to the MESA. This project may be subject to further review if no physical work is commenced within five years from the date of issuance of this determination, or if there is a change to the project.

Please note that this determination addresses only the matter of state-listed species and their habitats. If you have any questions regarding this letter please contact Emily Holt, Endangered Species Review Assistant, at (508) 389-6385.

Sincerely,

A handwritten signature in cursive script that reads "Everose Schlüter".

Everose Schlüter, Ph.D.
Assistant Director

cc: David Lajoie, FELCO, Inc

MASSWILDLIFE

September 09, 2020
Board of Selectmen
Town of Truro

Dear Board Members,

Attached you will find (1) an application for a curb cut for 126 Old County Road, Truro, MA 02666; (2) Engineered plans for the property including location of driveway; (3) MESA approval for building a house on the land; (4) additional information regarding Exhibit 2, design and construction requirements.

I would like to have a curb cut permit in hand before disturbing any of the land with perc tests. I will apply for permitting from the Board of Health and from the Conservation Commission, as necessary.

The engineering firm, FELCO, Inc. does not think the end of the driveway intrudes into the wetland buffer area. I have applied for a Determination of Applicability and/or NOI (if necessary) and approval under the Wetlands Protection Act with the Truro Conservation Agent and the commission.

As you may or may not know, I am a commissioner on the Truro Conservation Commission from which I will recuse myself from any vote on this matter.

Please let me know if there is anything else you need.

Sincerely,



Larry E. Lown



Applicants comments on Exhibit 2 of curb cut design and construction requirements

general

- 1.included with application
2. not applicable

additional requirements

1. Exhibit 2 states that all driveways or private road entrances or exits shall be hot mixed and bermed, oiled, or hardened to prevent erosion. I will be happy to comply with this requirement, but would prefer to investigate the use of gravel and/or pavers, which would be less intrusive than the required materials. Also, a catchment basin that follows town specifications will be built if necessary.
2. See item 2 above.
3. understood
4. understood
5. understood

applicant's additional question

My understanding is that driveways must be 14 feet wide for fire protection purposes. Could this be verified for me, as I can't find any width requirement at the town's web site?

Material List for 126 Old County Road curb cut application

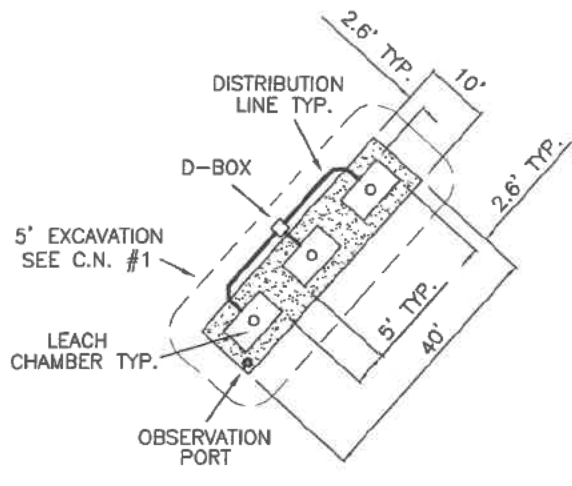
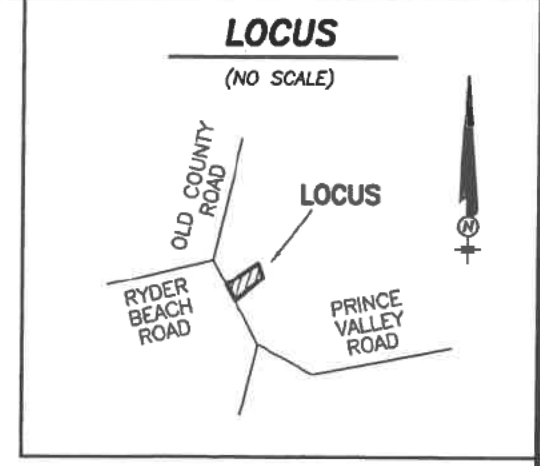
1. 3/4 inch stone
2. reclaimed asphalt
3. cobble apron
4. 600 gallon catch basin located at base of proposed curb cut

Submitted by Larry E. Lown



NOTES: FINAL GRADING AROUND DWELLING AND DRIVE TO BE DETERMINED BY OWNER AND BUILDER ON SITE.
 VERIFY BUILDING HEIGHT AND PROPOSED FOUNDATION ELEVATION WITH BUILDING DEPARTMENT PRIOR TO CONSTRUCTION.

PLAN REFERENCES:
 DEED BOOK 24963 PAGE 278
 PLAN BOOK 359 PAGE 55



LEACH AREA DETAIL
 NO SCALE

BENCHMARK
 TOP OF GRANITE BOUND
 EL. 60.7' MSL±

- LEGEND**
- EXISTING CONTOUR
 - W- PROPOSED WATER LINE (APPROX.)
 - ⊙ TEST HOLE (PENDING)
 - ○ ○ PROPOSED SEPTIC TANK
 - PROPOSED CONTOUR
 - ▽ PROPOSED WELL
 - WKL- PROPOSED NHESP WORK LIMIT

NOTE:
 THIS PLAN REQUIRES NHESP REVIEW. PROVIDE TEMPORARY WORK LIMIT DELINEATED FOR ASSOCIATED CONSTRUCTION TO MINIMIZE SITE DISTURBANCE. UPON WORK COMPLETION, REVEGETATE AND STABILIZE ALL DISTURBED AREAS.

**PRELIMINARY
 SITE & SEWAGE PLAN**

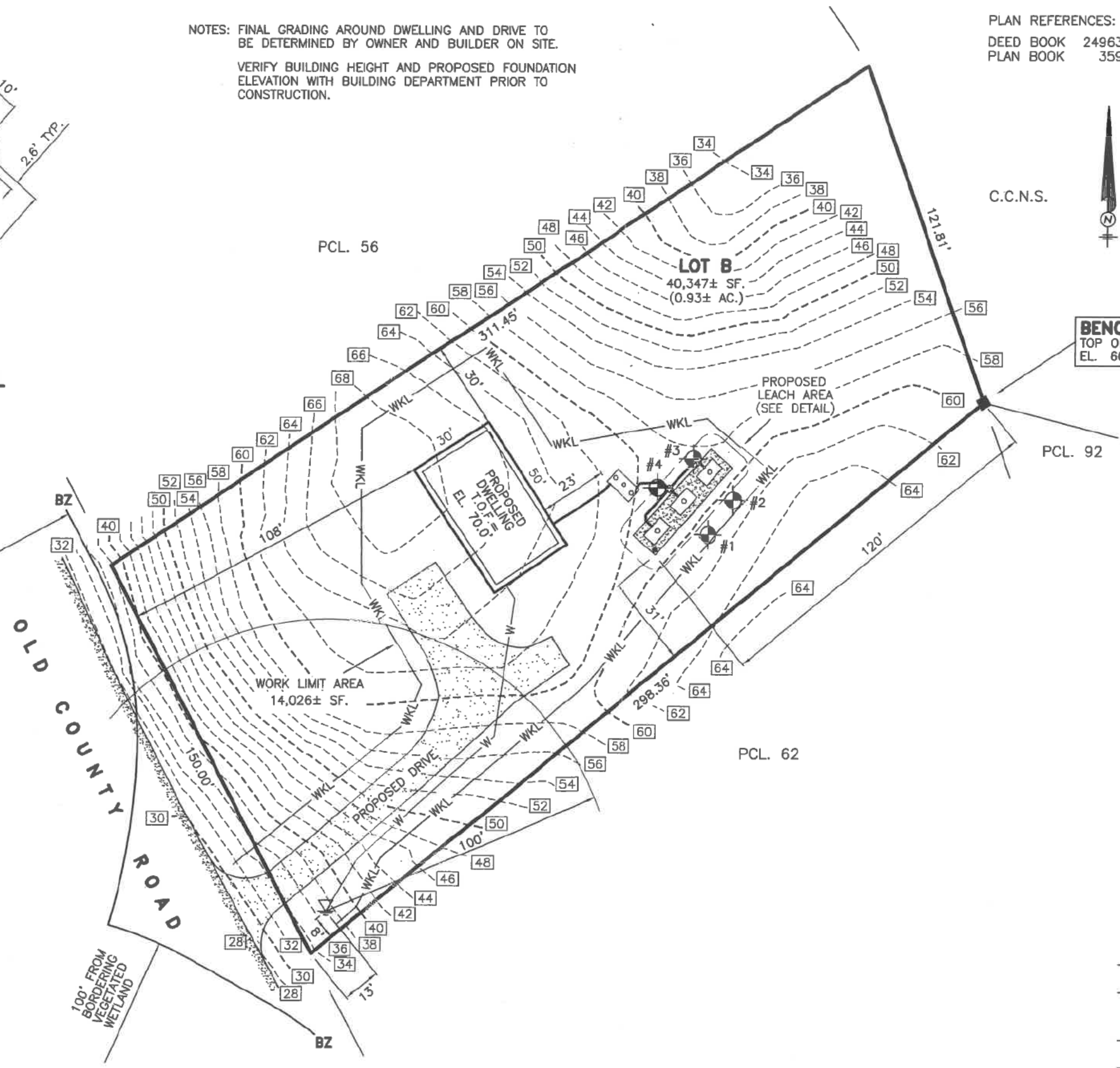
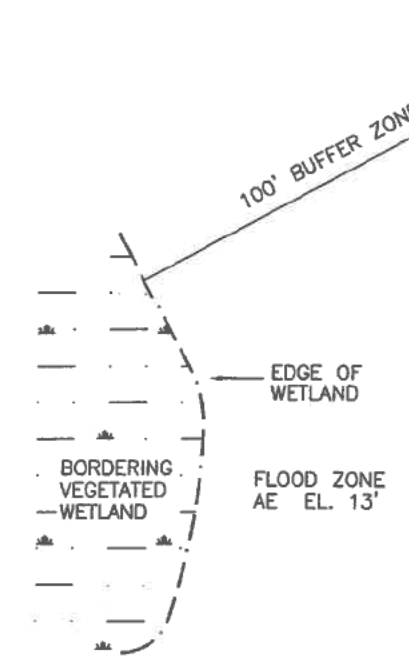
LOCUS: **126 OLD COUNTY ROAD**
 TRURO, MA

PREPARED FOR: **LARRY LOWN**
 P.O. BOX 697
 TRURO, MA 02666-0697

REFERENCE: ASSR'S MAP	59	PARCEL	91
SCALE :	1"=40'	DATE :	4-2-2020
SHEET No.	1 OF 2	JOB No.	20015

FELCO, INC.
ENGINEERING - LAND SURVEYING
 P.O. BOX 1366 ORLEANS, MA 02653
 (508) 255-8141 WWW.FELCOENGINEERING.COM

THIS PLAN IS PREPARED FOR COMPLIANCE WITH 310 CMR 15.000
 ALL WELLS NOT SHOWN EXCEED 200' FROM LOCUS SEWAGE.
 VERIFY ZONING AND UTILITY SETBACK DIMENSIONS PRIOR TO CONSTRUCTION.



C.C.N.S.



PCL. 92

PCL. 62

PCL. 56

BZ

WORK LIMIT AREA
 14,026± SF.

PROPOSED DWELLING
 EL. 70.0'

LOT B
 40,347± SF.
 (0.93± AC.)

PROPOSED LEACH AREA
 (SEE DETAIL)

121.81'

120'

298.36'

58'

56'

54'

52'

50'

48'

46'

44'

42'

40'

38'

36'

34'

32'

30'

28'

26'

24'

22'

20'

18'

16'

14'

12'

10'

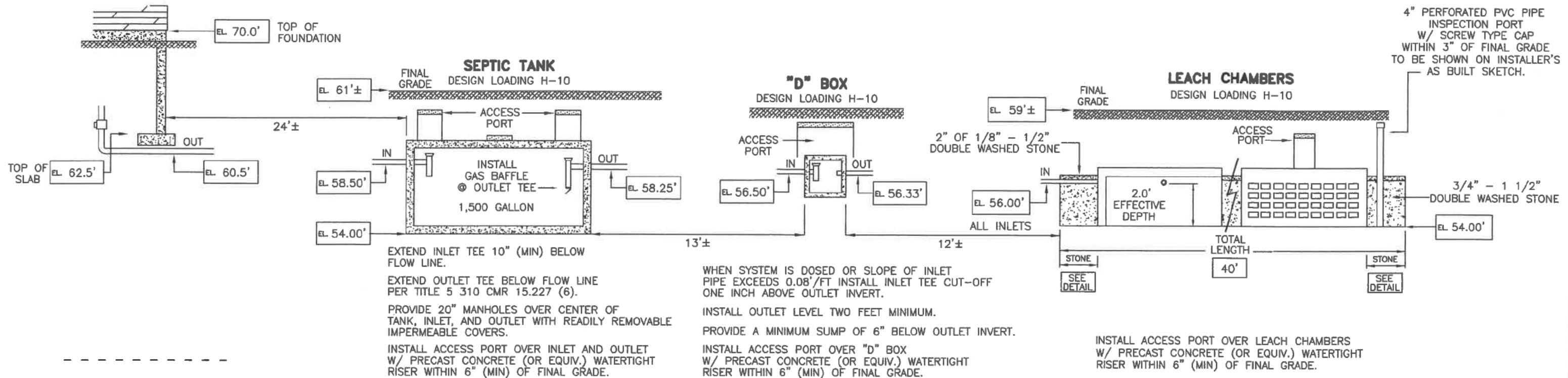
8'

6'

4'

2'

0'



SECTION VIEW - SEPTIC SYSTEM COMPONENTS (N. T. S.)

DEEP OBSERVATION HOLE LOG

1. EL. [] DATE: [] SOIL EVALUATOR: D. LAJOIE HEALTH DEPT. WITNESS: A. DAVIS

DEPTH	LOWEST ELEVATION	HORIZON	TEXTURE	STRUCTURE	MOTTLING	CONSISTENCE
PENDING						

4. EL. [] SOIL EVALUATOR: D. LAJOIE HEALTH DEPT. WITNESS: A. DAVIS

DEPTH	LOWEST ELEVATION	HORIZON	TEXTURE	STRUCTURE	MOTTLING	CONSISTENCE
PENDING						

2. EL. [] SOIL EVALUATOR: D. LAJOIE HEALTH DEPT. WITNESS: A. DAVIS

DEPTH	LOWEST ELEVATION	HORIZON	TEXTURE	STRUCTURE	MOTTLING	CONSISTENCE
PENDING						

3. EL. [] SOIL EVALUATOR: D. LAJOIE HEALTH DEPT. WITNESS: A. DAVIS

DEPTH	LOWEST ELEVATION	HORIZON	TEXTURE	STRUCTURE	MOTTLING	CONSISTENCE
PENDING						

CONSTRUCTION NOTES

- EXCAVATE ALL UNSUITABLE SOIL 5' AROUND LEACH AREA DOWN TO MEDIUM SAND AND REPLACE WITH CLEAN MEDIUM SAND.

GENERAL NOTES

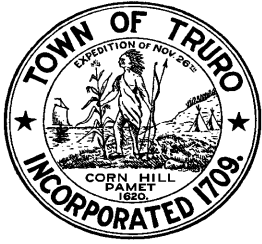
- ALL CONTRACTORS AND/OR INSTALLERS ARE RESPONSIBLE FOR PROVIDING AND MAINTAINING A SAFE WORK AREA.
- CONTRACTORS AND/OR INSTALLERS: VERIFY ALL UTILITY LOCATIONS PRIOR TO CONSTRUCTION.
- CONTRACTORS AND/OR INSTALLERS: VERIFY ALL WASTE LINE LOCATIONS PRIOR TO CONSTRUCTION.
- CONSTRUCTION DETAILS TO BE IN ACCORDANCE WITH STATE SANITARY CODE 310 CMR 15.000 AND TOWN BOARD OF HEALTH REQUIREMENTS.
- ELEVATION DATUM IS FROM U.S.G.S. QUAD. MAP. N.A.V.D.
- MUNICIPAL WATER IS AVAILABLE YES NO
- ANY ALTERATIONS TO DESIGN MUST BE APPROVED BY FELCO, INC. AND TOWN BOARD OF HEALTH.
- ALL EXISTING SEWAGE TO BE PUMPED AND FILLED WITH CLEAN MEDIUM SAND.
- SEPTIC TANKS, DOSING CHAMBERS, GREASE TRAPS, AND DISTRIBUTION BOXES SHALL BE INSTALLED WATERTIGHT.
- WHEN SEPTIC TANK, DOSING CHAMBERS, GREASE TRAPS, AND DISTRIBUTION BOXES ARE PLACED IN FILL, PROVIDE A LEVEL STABLE BASE WHICH HAS BEEN MECHANICALLY COMPACTED. VIRGIN GROUND WITH A 6" CRUSHED STONE BASE IS OTHERWISE ADEQUATE.
- GROUND COVER OVER SEPTIC SYSTEM COMPONENTS SHALL NOT EXCEED 36".
- WHEREVER SEWER LINES MUST CROSS WATER SUPPLY LINES, BOTH PIPES SHALL BE CONSTRUCTED OF CLASS 150 PRESSURE PIPE OR EQUIV. AND SHALL BE PRESSURE TESTED TO ASSURE WATERTIGHTNESS.
- ALL SYSTEM COMPONENTS SHALL BE MARKED WITH MAGNETIC MARKING TAPE OR A COMPARABLE MEANS IN ORDER TO LOCATE THEM ONCE BURIED.
- PROVIDE (1) MIN. 4" PERFORATED PVC PIPE INSPECTION PORT PLACED VERTICALLY DOWN TO STONE/SAND INTERFACE W/ SCREW TYPE CAP WITHIN 3" OF FINAL GRADE PER 310 15.240 (13).

DESIGN

FLOW DETERMINATION 2 3 4 BEDROOM DESIGN
 GARBAGE GRINDER NO YES
 FLOW RATE = GAL/DAY
 SEPTIC TANK SIZING:
 x 2.0 = GAL/DAY
 USE: 1,500 GAL
 LEACHING FACILITY CALCULATIONS:
 PERCOLATION RATE IS < MIN/INCH CLASS
 SIDEWALL = (S.F.)
 BOTTOM = (S.F.)
 x = GAL/DAY
 USE: (3) 4.8' x 8.3' LEACH CHAMBERS
 W/ STONE AS SHOWN IN DETAIL
 = 40' LONG x 10' WIDE x 2' DEEP

FELCO, INC.
ENGINEERING - LAND SURVEYING

JOB No : 20015	NAME : LOWN
DATE : 4-2-2020	SHEET 2 OF 2
REVISIONS :	



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: November 10, 2020

ITEM: Reappointment of Beach Commission Member

EXPLANATION: Eliza Harned has submitted an Application to Serve for reappointment on the Beach Commission. She currently serves as Chair of the Beach Commission. All policy forms have been signed and are up to date.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Applicant will be unable to participate in the Beach Commission as an appointed member.

SUGGESTED ACTION: *Motion to appoint Eliza Harned as a member of the Beach Commission for a three-year term expiring June 30, 2023.*

ATTACHMENTS:

1. Application to Serve
2. Appointment Checklist



TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

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

APPLICATION TO SERVE ON AN APPOINTED MULTI-MEMBER BODY

NAME: Eliza Harned HOME TELEPHONE: [REDACTED]

ADDRESS: 37 Highland Rd WORK PHONE: [REDACTED]

MAILING ADDRESS: P.o. Box 483 N. Truro E-MAIL: [REDACTED]

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

Reappointment to Beach Commission

SPECIAL QUALIFICATIONS OR INTEREST: _____

COMMENTS: I would like to continue to be on the beach commission.

SIGNATURE: eliza harned Digitally signed by eliza harned
Date: 2020.11.04 13:51:27 -05'00' DATE: 11/4/2020

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

SIGNATURE: _____ DATE: _____

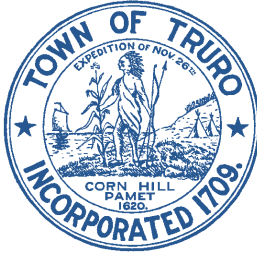
INTERVIEW DATE: _____ APPOINTMENT DATE (IF APPLICABLE): _____

TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Office of the Select Board

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



Committees/Commissions/Board Members Seeking Reappointment

Committee/Commission/Board Name: **Beach Commission**

Committee/Commission/Board Member Name: **Eliza Harned**

Length of term: **3 Year Term**

Chair's endorsement of reappointment n/a

Standards of Professional Conduct signed

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

Signed Acknowledgment/Summary of Conflict of Interest Law

Sexual Harassment Board of Selectmen Policy #19



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Jamie Calise, Acting Town Manager

REQUESTED MEETING DATE: November 10, 2020

ITEM: Amendment No. 2 to the Land Development Option Agreement

EXPLANATION: Amendment No. 2 to the Cloverleaf Land Development Option Agreement by and between Town of Truro and Community Housing Resource, Inc.

The Town and Developer have agreed to extend certain performance dates set forth in the Agreement. NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Town and Developer agree as follows:

1. The Agreement shall be amended to reflect that the deadline for the end of the Option Period, as defined in Section 1.1 of the Agreement, shall be extended from December 31, 2020 to December 31, 2021.
2. The Agreement shall be further amended to reflect that the Initial Diligence Period, as defined in Section 1.5 of the Agreement, shall be extended to September 30, 2021.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: There will not be an Amendment No. 2 Agreement with revised performance dates.

SUGGESTED ACTION: MOTION TO *accept the amendment to the Land Development Option Agreement for the Cloverleaf Affordable Housing Project at 22 Highland Road and to authorize the Chair to sign the Contract.*

ATTACHMENTS:

1. Amendment #2 to the Cloverleaf Land Development Agreement

AMENDMENT No. 2 TO LAND DEVELOPMENT OPTION AGREEMENT

This Amendment No. 2 to Land Development Option Agreement (this “Amendment No. 2”) is made effective as of the ____ day of October, 2020, by and between Town of Truro (the “Town”) and Community Housing Resource, Inc. (the “Developer”).

Reference is hereby made to a certain Land Development Option Agreement dated as of September 24, 2019, by and between the Town and the Developer, as amended by Amendment No. 1, dated as of May 6, 2020 (the “Agreement”) regarding a plan to develop certain property in Truro, Massachusetts (the “Property”), all as more particularly described in the Agreement. All capitalized terms not otherwise defined herein shall have the meanings ascribed to them in the Agreement.

The Town and Developer have agreed to extend certain performance dates set forth in the Agreement.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Town and Developer agree as follows:

1. The Agreement shall be amended to reflect that the deadline for the end of the Option Period, as defined in Section 1.1 of the Agreement, shall be extended from December 31, 2020 to December 31, 2021.
2. The Agreement shall be further amended to reflect that the Initial Diligence Period, as defined in Section 1.5 of the Agreement, shall be extended to September 30, 2021.

In all other respects, the Agreement shall remain unmodified and in full force and effect.

[Signatures appear on next page]

IN WITNESS WHEREOF, the parties have executed this Amendment No. 2 as of the date first above written.

TOWN OF TRURO,
By its Select Board

DEVELOPER:
Community Housing Resource, Inc.

Robert Weinstein, Chair

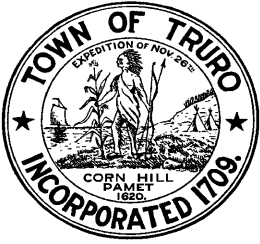
By: _____
Name: Edward Malone
Title: President and Treasurer

Kristen Reed, Vice-Chair

Susan Areson, Clerk

Janet W. Worthington

Stephanie Rein



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: November 10, 2020

ITEM: Select Board Approval of Cape CDP Executive Director Sign Off on Housing Rehab Loan Subordinations and Discharges.

EXPLANATION: CDBG has been asked to subordinate a loan so a homeowner can refinance at a lower interest rate. Also, on occasion, a homeowner sells their property and repays the unforgiven portion of the loan. In order to subordinate or discharge the loan, Jay Coburn, Executive Director of the Cape CDP, must provide proof that the Select Board has authorized him to sign the subordination or discharge document. CDP will handle the process at no cost to the Town.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The Executive Director of the Cape CDP will not receive authorization to sign subordination or discharge documents. Homeowners will not be able to complete their desired actions.

SUGGESTED ACTION: *Motion to Authorize the Chair to sign the Truro Subordination Agreement Letter.*


ATTACHMENTS:

1. Memorandum from Alice Boyd, Grant Administrator
2. Truro Subordination Agreement Letter



MEMORANDUM

TO: TRURO SELECT BOARD

FROM: ALICE BOYD, GRANT ADMINISTRATOR 

DATE: NOVEMBER 2, 2020

RE: REQUEST FOR VOTE FOR LOAN DISCHARGES

The Truro regional CDBG housing rehabilitation program provides local residents with up to \$40,000 in forgivable, deferred payment loans for repairs to their homes. The loan is written with the town of Truro as the lender, as recipient of the CDBG funds.

Recently, we've been asked to subordinate a loan so that the homeowner can refinance at a lower interest rate. Also, on occasion, a homeowner sells their property and repays the unforgiven portion of the loan. These funds come to the town in the form of program income and are used by the town in accordance with CDBG regulations.

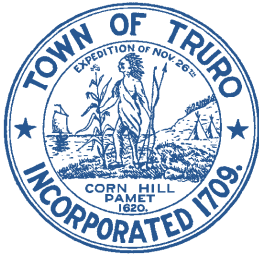
In order to subordinate or discharge the loan, Jay Coburn, the Executive Director of the Cape CDP, must provide proof that the Select Board has authorized him to sign the subordination or discharge document.

Traditionally towns provide the attached letter following a Select Board's vote, and the CDP handles this process at no cost to the town. Alternatively, the town could hire counsel to handle this, however this is both expensive and cumbersome.

We are asking the Board to vote to sign the attached letter that will be recorded at the Registry.

Please feel free to ask any questions or share any concerns that you may have.

A handwritten signature in blue ink, appearing to read 'Alice', is written below the text.



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

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

November 10, 2020

John F. Meade
Register of Deeds
Massachusetts Land Court
Barnstable County Registry of Deeds
3195 Main Street
Barnstable, MA 02630

Dear Mr. Meade:

On November 10, 2020, at a duly posted meeting, the Truro Select Board voted to authorize Jay Coburn, Executive Director of the Lower Cape Community Development Corporation dba Community Development Partnership to sign loan subordinations and discharges on behalf of the Town as part of the Town's Housing Rehabilitation Program funded through a Community Development Block Grant.

Sincerely,

Robert Weinstein, Chair
Truro Select Board

**Truro Select Board
Tuesday, August 25, 2020
Remote Meeting**

Select Board Members Attending: Robert Weinstein, Chair; Kristen Reed Vice-Chair; Susan Areson Clerk; Jan Worthington; and Stephanie Rein

Attending: Town Manager Rae Ann Palmer; Assistant Town Manager Kelly Clark; Health Agent Emily Beebe; Town Accountant Trudi Brazil; Town Moderator Monica Kraft; Finance Committee Chair Robert Panessiti; DPW Director Jarrod Cabral; Lisabeth Chapman; and Bart Mitchell

TRURO SELECT BOARD

Select Board Chair Robert Weinstein opened the Select Board Meeting at 5:00PM. He introduced the Board and guests to the meeting.

Public Comment

Town Manager Rae Ann Palmer stated that she had an email from Clinton Kershaw. Town Manager Palmer read into record the contents of Mr. Kershaw's letter regarding voting on the quorum amount for Town Meeting. Select Board Chair Weinstein stated that he has a letter from Kevin Grunwald. He read Mr. Grunwald's letter into the record and noted that it was not read at the Planning Board Meeting.

Public Hearings

None

Lisbeth Wiley Chapman to the Truro Historical Commission

Lisbeth Chapman, per the instructions of the Chair, spoke of her attributes. She spoke of her desire to serve on the Historical Commission and discussed her communication with Chuck Steinman, Co-Chair of the Historical Commission, and his desire to have her serve on the Commission.

Select Board Member Susan Areson made a motion to appoint Lisabeth Wiley Chapman as a full member of the Truro Historical Commission for a three-year term expiring on June 30, 2023. Seconded by Select Board Member Stephanie Rein. Motion Passes, 5-0-0.

Bart Mitchell to the Truro Historical Commission

Committee applicant Bart Mitchell introduced himself to the Board and spoke of his willingness to serve on the Historic Commission. Select Board Member Areson stated that she looked forward to working with both Lisabeth and Bart.

Select Board Member Susan Areson made a motion to appoint Bart Mitchell as a full member of the Truro Historical Commission for a three-year term expiring on June 30, 2023. Seconded by Select Board Vice-Chair Kristen Reed. Motion Passes, 5-0-0.

Vote to Hold 2020 Annual Town Meeting on September 26, 2020 at the Truro Central School Ballfield

Town Manager Palmer stated that the Town Charter dictates that Town Meeting be held the fourth Tuesday in April. It was postponed because of the Covid Emergency. Town Manager Palmer recommended that Town Meeting be held outside to the minimize risk. It was recommended that Town Meeting be held September 26th at 12pm with check-in commencing at 11am. A rain date is scheduled for Sunday September 27th. The chairs will be set in pairs with 6-foot radiuses around the chairs. Audio equipment is being rented. A document has been created by the Assistant Town Manager identifying any issues.

Assistant Town Manager Clark explained the diagram of the Town Meeting set-up. Select Board Member Stephanie Rein asked if there will be shade covering for the Town officials. She asked about the location of the restrooms with respect to the check-in area. She also asked that exits be defined on the Town Meeting map. Town Manager Palmer stated that they would revisit the location of the restrooms. Assistant Town Manager Clark stated that they were looking at locations for the restrooms that would be accessible for individuals with mobility issues.

Select Board Vice-Chair Kristen Reed stated her concern for the exits was the same as her colleague and was concerned about everyone exiting safely from Town Meeting. Select Board Member Areson agreed that the exit strategy at the end of the meeting was critical. Town Manager Palmer noted that they will provide sunscreen, bug spray wipes and bottled water. The check-in procedure will be very well organized. The Town Clerk will be giving voters large and brightly colored cards for voting. She reported that they are trying to live-stream the meeting. Select Board Member Areson asked that people bring their own bottles of water. Town Manager Palmer reminded the Board that there was a discussion that people need water if they overheat.

Select Board Member Areson moved that the Annual Town Meeting being held on September 26, 2020 with a rain date of September 27, 2020 at 12pm outside in the Truro Central School ballfield. Select Board Vice-Chair Reed seconded the motion. Motion Passes, 5-0-0.

Discussion and Possible Vote on 2020 Annual Town Meeting Petitioned Articles

Town Manager Palmer reported that it is recommended to postpone a number of articles approved for Town Meeting in March to a future Town Meeting. Petitioned articles may not be removed from the Warrant unless all voters who originally signed the petition make a request in writing to remove the articles from the Warrant. The Board may choose to offer a motion at Town Meeting to pass over the petitioned articles, with the assurance that the articles will be considered at a subsequent Town Meeting. To do this, the Select Board should vote prior to the Annual Town Meeting to place the pending petitioned articles on a subsequent Special or Annual Town Meeting Warrant, as Select Board Articles, which will eliminate the need for the petitioners to gather the required signatures on a new petition.

Town Manager Palmer explained that a motion will have to be made to hold the articles for inclusion on a subsequent Town Meeting Warrant.

Town Moderator Kraft stated that she would have to speak to Town Counsel about the specific wording for the Town Meeting motion.

Select Board Member Areson stated that she wanted to make the public aware that even though these are presented as Select Board Articles, this is a procedural issue. Select Board Chair Weinstein added that this will help shorten Town Meeting for the safety of the public.

Select Board Vice-Chair Reed made a motion to include the 2020 Annual Town Meeting Petitioned Articles on a subsequent Special or Annual Town Meeting as Select Board Articles. Select Board Member Rein seconded the motion. Motion Passes, 5-0-0.

Discussion of ATM Warrant

Town Manager Palmer noted at the March 23rd Meeting, the Board voted to approve the final Warrant. Due to some articles being held and a changing budget, the Select Board needs to open the Warrant to make changes to the Financial Articles and to vote to hold the certain articles. She asked to hold off on closing the Warrant until September 8th as the Planning Board is discussing their 11 Articles and whether they will hold those and remove them from the Warrant.

Select Board Chair Weinstein asked for a motion to Open the Town Meeting Warrant. Select Board Member Areson so moved. Seconded by Select Board Vice-Chair Reed. Motion Passes, 5-0-0.

Town Manager Palmer referred to the Warrant list with strike outs for articles. She went through the list of articles being recommended for holding. She explained Articles 2 and 3 should be included. Amendments to the FY20 Operating Budget can be eliminated, as the free cash transfers to FY2020 cannot be done after the close of the fiscal year. Articles 6-9 are funding articles; Article 11 is for the lease of land for the Cellular Tower. Article 13 is to amend the Personnel Bylaw. She explained that Article 15 passed at the Ballot and Article 14 did not, but if it passes at Town Meeting the Board can schedule another election to have it. There are also Community Preservation Articles. Articles 17-19 are for general acceptance. They authorize our inspectors to work in town yet not inspect their own work.

She further added that Article 20 changes the Rental Registration requirements so that the requirements will also apply to Condominiums. Articles 21 and 22 are recommended for holding, due to their potential of being discussion items. Articles 23-34 are all Planning Board Articles. Article 35 is an Advisory Article and Article 36 should be held, followed by the five Petitioned Articles.

Town Moderator Kraft asked if the Select Board had a chance to look at Chatham's videos regarding Town Meeting to see what the public could anticipate. She read the definition of

“Consent Agenda” for Town Meeting. The articles chosen could move forward under Consent and could be voted on rather quickly as they are not likely to engender any discussion.

Town Moderator Kraft explained that anyone can call to “hold” an item on the Consent Agenda.

Select Board Vice-Chair Reed agreed that the Town Moderator should make a statement at the beginning of Town Meeting explaining the decision that the Board has made at this meeting. Select Board Chair Weinstein suggested that the Town Manager and the Town Moderator create an informational overview to explain to the voters the procedure. Select Board Member Worthington suggested that an explanatory video be created. Town Manager Palmer responded that a video could be created explaining the process.

Select Board Vice-Chair Reed commented that she has heard from people that are conflicted about attending Town Meeting due to Covid. Town Manager Palmer stated that they should have the Warrant completed before working on an informational video. She felt that the Public Hearing with the Finance Committee would also be a good time to explain to the public further about Town Meeting.

Select Board Member Worthington added that they could use the ALERTruro system to send information to residents. Select Board Member Areson stated that they could facilitate using the memo from today’s packet explaining the layout for Town Meeting.

Town Manager Palmer stated that the Motion would be to put Articles 2,3, 9, 10, 11, 17, 18 and 19 on a Consent Agenda. Select Board Member Areson so moved. Seconded by Select Board Member Rein. Motion Passes, 5-0-0.

Town Manager Palmer noted without the Planning Articles that leaves a total of 8 articles, with Community Preservation and Cash Transfer remaining. Select Board Chair Weinstein added that the State is allowing for smaller quorums. Town Manager Palmer explained that the process to reduce the quorum is to public be advertise the discussion and potential vote in a newspaper, which has been done. It will be a discussion item on the agenda for September 8th. A reduced quorum will allow the essential articles to be voted even if turnout is lower than the typical turnout. These essential articles will be required for the Town to continue to operate. Town Manager Palmer stated that the quorum can be reduced to 10%. She responded to Select Board Vice-Chair Reed that staff will do an outreach to other towns for their quorum amounts.

Finance Committee Chair Bob Panessiti reiterated the need to pass the Budget. He said there are mandates by Mass State Law with respect to town operations. He felt that that there needs to be a unified message across all Boards. Town Manager Palmer stated that the Town should be prepared for lower attendance so that a budget can be passed.

Select Board Member Areson agreed that it was the Board’s responsibility to educate the public. Select Board Member Rein added that it’s important to educate the Town and very important to have Town Meeting. Select Board Vice-Chair Reed stated that these are unprecedented times and she wants to be very mindful of the health risks of a large gathering. Finance Chair Panessiti cautioned if the quorum doesn’t reach the numbers, they need there will be an issue. He also

spoke of the possibility of not being able to hold a Town Meeting again until next April. He cautioned that they need a quorum that is attainable. He added that they need to be prepared to message people. Town Accountant Trudi Brazil felt that the message should also express that if there is higher attendance then they will not commence the meeting prior to seating everyone.

Town Moderator Kraft stated that she appreciates people's fears but the town has to continue to function, so it needs to be set low enough to continue the Town business. Select Board Chair added that they are trying to move a budget along to enable the services that people count on. The Finance Committee Chair agreed that the purpose to do this is to move forward in order to get business done in these difficult times.

Fiscal Year 2021 Budget Review and Discussion

Town Manager Palmer stated that the Board in March approved a joint budget between the Budget Task Force, the Finance Committee and the Select Board. The Budget was revisited in May. She reported that they closed the fiscal year in really good shape with roughly one million in unexpended funds from the Fiscal Year 20 budget and an additional revenue in the amount of 1.1 million. There is some available cash being used from the FY 2021 budget which actually comes from Fiscal Year 2019. She added that they are presenting the Board with a budget of \$20, 199, 495. It will provide funds for all services needed for the rest of the Fiscal Year. A significant amount of the Capital Budget was cut. She reminded the Board that they will not see the meals tax, vehicle tax, short-term rental tax until mid-October.

Town Accountant Brazil concurred that the Town is in good shape. Town Manager Palmer discussed with Jarrod some of the vehicles that need replacing on the Budget. Finance Chair Panessiti encouraged the Board that there may be opportunities moving forward that incentivize things like automated permitting. Delivering services effectively and efficiently while looking at the budget is incumbent for the Board and Finance Committee. It was noted the remote Budget Hearing is being held September 3rd at 4pm. Town Moderator Kraft explained that the Budget discussion will be the first hour then the Select Board will discuss the Warrant Articles. Town Manager Palmer add that the Articles will be voted on at the Select Board's next regular meeting.

6. CONSENT AGENDA

A. Review/Approve and Authorize Signature:

- 1. Reappointment of Jarrod Cabral as Forest Warden, Chief Jamie Calise as Keeper of the Lockup and Kelly Clark as Truro's Alternate Representative to the Cape Cod Municipal Health Group*
- 2. Reappointment of Stanley Sigel as an Alternate to the Pamet Harbor Commission*
- 3. Reappointment of Madelyn Cordeiro to the Human Services Committee*
- 4. Reappointment of Gary Sharpless to the Shellfish Advisory Committee*
- 5. Reappointment of Richard Larkin to the Historic Commission*
- 6. Appointment of Nancy Medoff to the Energy Committee*

B. Request to approve the Official's Bond for Mary McIsaac, Interim Treasurer

C. Review and Approve Select Board Minutes: June 23, 2020; July 22, 2020

Select Board Member Rein spoke of the minutes of July 22nd, page 2 which, should state “of having” not “to having”, then on page 3, 2nd paragraph needs a Member’s name added. Select Board Member Areson, responded that it was either Select Board Members or Select Board Member Worthington.

Select Board Member Areson moved to approve the Consent Agenda with minute amendments made by Select Board Member Rein. Select Board Member Rein Seconded. Motion Passes, 5-0-0.

Select Board Reports or Comments

Select Board Member Worthington asked to start a conversation on getting the “Vote Out” in Truro and commented that she wants to allay people’s fears in voting in person. She wondered if the Council on Aging could assist with getting people to the polls. Town Manager Palmer commented that currently there is Early Voting at Town Hall. A sperate drop box for ballots will also be placed at Town Hall. Alert Truro will be facilitated in letting people know they can vote early. Town Manager Palmer stated that she would speak with the CoA Director about facilitating people to the polls.

Select Board Member Areson stated that she is reminding seasonal residents to complete the Census. Select Board Vice-Chair Reed wanted to remind people about the approaching deadline for the Walsh Property Committee ends August 31st at 4:00pm if people wish to still apply. The application is on the Town Website with information.

Town Manager Palmer stated that negotiations are ongoing with Truro’s Town Attorney for contract terms with Mr. Wood. She inquired if Friday or Monday would work to continue the discussions. It was agreed to meet on Monday pending Town Counsel’s availability.

Town Manager Palmer proposed that they hold a meeting for September 29th for the Tax Classification to get the Tax rate set and allow the tax bills to move forward. It was discussed to have the meeting commence at 10am.

Next Meeting Agenda

Vote on the Quorum; Town Meeting Warrant; Eversource Petition; Review of the Updated Fire Department Policy Manual.

Select Board Vice-Chair Reed spoke of placing an update of the East Harbor Culvert on the Agenda for the 8th. Select Board Member Rein asked which meeting the Walsh Property Committee Applicants would be placed on. It was noted that it would be placed on the September 22nd Agenda.

Adjournment

Select Board Chair Weinstein asked for a Motion to adjourn. Select Board Member Areson so moved. Select Board Member Rein seconded. Motion Passes, 5-0-0.

The meeting was adjourned at 6:52pm.

Respectfully submitted,

Nicole Tudor, Executive Assistant

Acting Town Manager, Jamie Calise
Under the Authority of the Truro Select Board

Public Records material of 08/25/2020

1. Application to Serve Lisbeth Chapman
2. Application to Serve Bart Mitchell
3. Truro ATM Planning Document
4. Town Meeting Map
5. Town Meeting Petitioned Articles
6. ATM Warrant
7. Articles List
8. Application to Serve-Stanley Sigel
9. Application to Serve-Madelyn Cordeiro
10. Application to Serve-Gary Sharpless
11. Application to Serve-Richard Larkin
12. Application to Serve-Nancy Medoff
13. July 22, 2020 Select Board Minutes
14. June 23, 2020 Select Board Minutes
15. 2021 Simple Recap
16. Budget Memo Changes to FY 2021 Budget Approved in March and Draft Proposed Covid Budget and Draft 2021 Budget Recap Summary