



Truro Select Board

Tuesday, January 26, 2021

Regular Meeting-5:00pm

This will be a remote meeting. Citizens can view the meeting on Channel 18 in Truro and on the web on the "Truro TV Channel 18" button under "Helpful Links" on the homepage of the Town of Truro website. Click on the green "Watch" button in the upper right of the page. **To provide comment during the meeting please call in toll free at 1-877-309-2073 and enter the following access code when prompted:204-782-597 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/204782597>. Please note that there may be a slight delay (15-30 seconds) between the meeting and the live-stream (and television broadcast). If you are watching the meeting and calling in, please lower the volume on your computer or television during public comment so that you may be heard clearly. We ask that you identify yourself when calling in to help us manage multiple callers effectively. Citizens may also provide public comment for this meeting by emailing the Town Manager at dtangeman@truro-ma.gov with your comments.

1. PUBLIC COMMENT

2. PUBLIC HEARINGS NONE

3. JOINT MEETING WITH THE PLANNING BOARD

A. Interview of Applicant for Vacancy and Possible Vote on Filling Vacancy: Richard Roberts

4. BOARD/COMMITTEE/COMMISSION APPOINTMENTS NONE

5. STAFF UPDATES NONE

6. TABLED ITEMS NONE

7. SELECT BOARD ACTION

A. Discuss, Review and Approve that Truro join the Global Covenant of Mayors

Presenter: Carol Harris, Climate Action Committee Chair

B. Review and Approve Corn Hill Conservation Restriction

Presenter: Fred Gaechter, Truro Conservation Trust

C. Discussion Regarding Annual Town Report Dedication and Cover for 2020

Presenter: Darrin Tangeman, Town Manager

D. Further Discussion of Multi-member Bodies Recruitment and Committee Reports

Presenter: Kristen Reed, Vice-Chair, and Susan Areson, Clerk

E. Review and Possible Modification of the Community Process for the Walsh Property Plan Final Draft Process Design

Presenter: Darrin Tangeman, Town Manager

8. CONSENT AGENDA

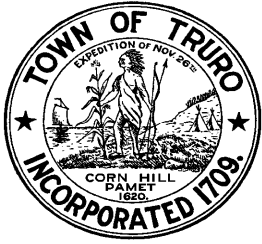
A. Review/Approve and Authorize Signature:

1. *Curb Cut Application-41 Truro Center Road-Austin Rose III*

2. *2021 Bulldog Fire Apparatus-Ambulance Purchase Order*

B. Review and Approve Select Board Minutes: December 15, 2020 and December 21, 2020

- 9. SELECT BOARD REPORTS/COMMENTS**
- 10. TOWN MANAGER REPORT**
- 11. NEXT MEETING AGENDA: February 9**



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Darrin Tangeman, Town Manager on behalf of Select Board

REQUESTED MEETING DATE: January 26, 2021

ITEM: Interview of Planning Board Applicant and Possible Vote on Filling Vacancy

EXPLANATION: Currently there is a vacancy on the Planning Board for a membership that was scheduled to expire at Annual Town Election 2021. In accordance with 6-2-10 of the Town Charter and M.G.L. Chapter 41, Section 11, the Select Board may fill a vacancy of an elected board with a registered voter of the town by roll call vote. The term of the appointment will be until the next annual election, which is scheduled for May 11, 2021 in accordance with 3-2-1 of the Town Charter.

A joint meeting with the Planning Board was posted to allow for discussion between the two boards.

IMPACT IF NOT APPROVED: A vacancy will remain open on the Planning Board until Annual Town Election.

SUGGESTED ACTION: *MOTION TO appoint Richard Roberts to the Planning Board for a term ending on the 2021 Annual Town Election. (Roll Call vote required).*

ATTACHMENTS:

1. Application to Serve-Richard Roberts and Planning Chair Comments
2. Truro Town Charter-Multi-Member Bodies; Elected and Appointed
3. MGL Chapter 41, Section 11

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ADMINISTRATIVE OFFICE
TOWN OF TRURO



TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

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

APPLICATION TO SERVE ON AN APPOINTED MULTI-MEMBER BODY

NAME: Richard Roberts HOME TELEPHONE: [REDACTED]

ADDRESS: 14 First Light Lane WORK PHONE : _____

MAILING ADDRESS: P.O. Box 1280 E-MAIL: [REDACTED]

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

SPECIAL QUALIFICATIONS OR INTEREST:
Structural Engineer, retired.

Past member of City of Manchester (NH) Building Board of Appeals

B.S. Civil and Environmental Engineering, Cornell University, 1976

COMMENTS:
My understanding is that the BOS will appoint an individual to serve out the remaining term of Karen Tosh

SIGNATURE: Richard E. Roberts Digitally signed by Richard E. Roberts
DN: C=US, E=erpe79@gmail.com, CN=Richard E. Roberts
Reason: I am approving this document
Date: 2020.12.28 13:23:01-0500 DATE: 12/28/2020

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

SIGNATURE: _____ DATE: _____

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

From: [Anne Greenbaum](#)
To: [Nicole Tudor](#)
Subject: Re: Applicant for the Planning Board
Date: Tuesday, January 12, 2021 4:36:57 PM
Attachments: [image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)

Hi Nicole

Here is my comment to attach to his application

January 12, 2021

To Whom It May Concern

I spoke with Richard Roberts on Friday January 7, 2021 regarding his application to join the Planning Board. Richard would bring relevant and needed training and experience to the Board. He is a civil engineer with additional expertise in structural engineering. In our conversation I found him to be thoughtful, able to use his engineering expertise to frame relevant questions that non engineers can understand and able to balance looking at both the big picture and important details. He would be a strong addition to the Planning Board and I enthusiastically endorse his application.

Anne Greenbaum
Chair, Truro Planning Board

Agenda Item: 3A2

- 6-2-8 Except as provided in this Charter, nothing shall be deemed to prevent or prohibit a compensated Town employee from serving on a multi-member body, provided that such employee not be under the general policy or administrative direction of such body. *(Q8/2013)*
- 6-2-9 During a member's term on a multi-member body, no member may hold a paid position or be awarded a contract under the general policy or administrative direction of such body. *(119/2000, Q8/2013)*
- 6-2-10 Vacancies on multi-member bodies shall be filled in accordance with General Law and in accordance with the provisions of this Charter by the Board of Selectmen or other appointing authority as may be established by General Law, this Charter, By-law or vote of the Town Meeting. If the vacancy is not filled within forty-five days of the notification of the vacancy by the Chairman of the multi-member body, the vacancy shall be filled by the remaining members of the body.
- 6-2-11 The Board of Selectmen may appoint any two of their members as ex-officio members without a vote, to any multi-member body unless prohibited by the General Laws. *(119/2000)*
- 6-2-12 Multi-member bodies shall deal with employees who are subject to the direction and supervision of the Town Manager solely through the Town Manager, and neither the multi-member body nor its members shall give orders to any such employee. *(Q5/2018)*

Section 3 - Elected Multi-member Bodies

- 6-3-1 The multi-member bodies listed in section 3-1-1 shall be elected in accordance with subsections 3-2-3 and 6-2-6 of this Charter. *(119/2000, Q8/2017)*

Section 4 - Appointed Multi-member Bodies

- 6-4-1 Deleted. *(119/2000, Q6/2018)*
- 6-4-2 The regulatory multi-member bodies listed below shall be appointed by the Board of Selectmen in accordance with sections 4-3-2 and 6-2-6 of this Charter. *(119/2000, Q8/2015, Q7/2018)*

Board of Health
Board of Assessors
Conservation Commission
Zoning Board of Appeals

(171/1994, 119/2000, Q8/2013, Q8/2015, Q7/2018)

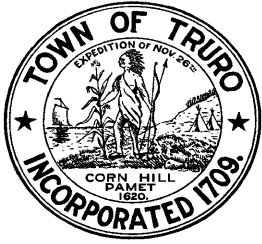
- 6-4-3 The moderator shall in accordance with sections 2-2-4 and 6-2-6 of this Charter appoint a Finance Committee of five members who shall be voters and shall not hold elected office nor be a candidate for elected office in the Town of Truro. *(119/2000)*

Massachusetts General Law

Chapter 41

Section 11: Appointment to fill vacancy in town office

Section 11. As used in this section, the term "vacancy" includes a failure to elect. If a vacancy occurs in any town office, other than the office of selectman, town clerk, treasurer, collector of taxes or auditor, the selectmen shall in writing appoint a person to fill such vacancy. If there is a vacancy in a board consisting of two or more members, except a board whose members have been elected by proportional representation under chapter fifty-four A, the remaining members shall give written notice thereof, within one month of said vacancy, to the selectmen, who, with the remaining member or members of such board, shall, after one week's notice, fill such vacancy by roll call vote. The selectmen shall fill such vacancy if such board fails to give said notice within the time herein specified. A majority of the votes of the officers entitled to vote shall be necessary to such election. The person so appointed or elected shall be a registered voter of the town and shall perform the duties of the office until the next annual meeting or until another is qualified.



TOWN OF TRURO

Select Board Agenda Item

BOARD/COMMITTEE/COMMISSION: Climate Action Committee

REQUESTOR: Carol Harris, Chair

REQUESTED MEETING DATE: January 26, 2021

ITEM: Request that Truro join the Global Covenant of Mayors

EXPLANATION: The Global Covenant of Mayors (GCoM) for Climate & Energy is an international alliance of cities and local governments with a shared long-term vision of promoting and supporting voluntary action to combat climate change and move to an inclusive, just, low emission, resilient society. Joining the GCoM ensures that the CAC is supported with step-by-step guidance and access to tools, materials, and a dedicated regional/national helpdesk. GCoM works to provide value to participating cities by mobilizing the critical financing and technical assistance cities require to access investment.

FINANCIAL SOURCE (IF APPLICABLE): None required, membership in GCoM is free.

IMPACT IF NOT APPROVED: If not approved, the CAC would need to search for resources and possibly need funding for support for the greenhouse gas inventory and technical expertise on implementing climate actions.

SUGGESTED ACTION: *Motion to approve that Truro join the Global Covenant of Mayors and Authorize the Chair to Sign.*

ATTACHMENTS:

1. Request to Join
2. Application to Join GCoM

Agenda Item: 7A1

TO: Members of the Select Board

DATE: December 11, 2020

SUBJECT: Global Covenant of Mayors

The Global Covenant of Mayors (GCoM) for Climate and Energy provides comprehensive support to member towns to develop ambitious and equitable climate action plans in line with the objectives of the Paris Agreement. The technical assistance, provided by GCoM covers a wide range of support including training, workshops, peer-to-peer collaboration, stakeholder engagement, planning tools, research and more.

To secure this support, a municipality must be a member of the GCoM, write a Climate Action plan and begin the plan's implementation. These goals align with the Town's and the CAC's charge. The specific benefits to Truro include (but are not limited to):

- Support for developing the greenhouse gas inventory
- Developing a community-wide climate action plan
- Access to training materials
- Support for funding

The Truro CAC requests that the town of Truro join the GCoM. Additional information about the GCoM is included at the end of this memo.

Thank you for your consideration,

Truro Climate Action Committee

NOTES:

1. Information on the GCoM can be found at: <https://globalcovenant-usa.org/> and at <https://www.globalcovenantofmayors.org/>
2. Massachusetts GCoM member towns are: Boston, Cambridge, Dedham, Lexington, Medford, New Bedford, Northampton, Salem, Somerville, and Wellfleet
3. Following is a copy of the application to join GCoM.

**Global Covenant of Mayors for Climate & Energy
Commitment of**

[Name of City or Local Government (please include type of jurisdiction (e.g. city/town/village, etc.))]

[Name of country/region]

[Local Government Logo if applicable]

I, **[Name]**, **[Mayor and /or title of equivalent mandated representative]** of **[name of city or jurisdiction]** commit to the Global Covenant of Mayors for Climate & Energy (GCoM), joining thousands of other cities and local governments around the world currently engaged in climate leadership.

GCoM envisions a world where committed mayors and local governments – in alliance with partners – accelerate ambitious, measurable climate and energy initiatives that lead to an inclusive, just, low-emission and climate resilient future, helping to meet and exceed the Paris Agreement objectives.

Whatever the size or location, the mayors and local leaders committed to GCoM stand ready to take concrete measures with long-term impact to tackle the interconnected challenges of climate change mitigation and adaptation, as well as access to sustainable energy.

To implement this vision, we pledge to implement policies and undertake measures to (i) reduce / avoidⁱ greenhouse gas (GHG) emissions, (ii) prepare for the impacts of climate change, (iii) increase access to sustainable energy, and (iv) track progress toward these objectives.

Specifically, within three years of this commitmentⁱⁱ, we pledge to develop, adoptⁱⁱⁱ, use and regularly report on the following:

- A community-scale GHG emission inventory, following the recommended guidance;
- An assessment of climate risks and vulnerabilities;
- Ambitious, measurable and time-bound target(s) to reduce/avoid GHG emissions;
- Ambitious climate change adaptation vision and goals, based on quantified scientific evidence when possible, to increase local resilience to climate change;
- An ambitious and just goal to improve access to secure, sustainable and affordable energy; and
- A formally adopted plan(s) addressing climate change mitigation / low emission development, climate resilience and adaptation, and access to sustainable energy.

The targets and action plans for mitigation / low emission development must be quantified and consistent with or exceed relevant national unconditional^{iv} commitments defined through the UNFCCC (Intended) Nationally Determined Contribution (NDC). The targets and action plans should be in line with National Adaptation Plans, where these exist; and should be consistent with the

principles around energy access and urban sustainability embodied in the Sustainable Development Goals (SDGs).

We will explore the allocation of adequate staff resources and institutional arrangements. This includes governance processes, municipal structures and budget allocations to deliver on this commitment and secure continuity.

We acknowledge that there may be additional regional- or country-specific commitments or requirements that we commit to follow, and that may be agreed through our city networks or through our direct engagement with local partners of GCoM.

The [city/town/village/type of jurisdiction] of [name of city or jurisdiction] acknowledges that continued engagement in GCoM and associated Regional or National Covenants, as established, is contingent on complying with the above requirements within established timeframes.

Name and title of person signing this commitment

[Name and complete postal address of the local government]

[Website of city or jurisdiction]

[Name of the Mayor (or equivalent)] [Name, e-mail and phone number of the main contact person]

[number of] Inhabitants, [Area] sq. kilometres/ miles

[Country], [website]

OFFICIAL SIGNATURE

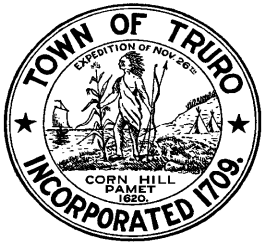
Mandated by the [Responsible officer or municipal council] on [DATE].

ⁱ “Avoid emission” via low emission development

ⁱⁱ Flexibility is allowed to suit differentiated local circumstances and needs.

ⁱⁱⁱ According to the city and local government’s procedures

^{iv} Many countries have submitted two sets of NDC targets: unconditional targets, to be implemented without any explicit external support; and conditional targets. The latter are more ambitious than unconditional targets and require external support for their fulfilment. The cities and local governments committing to the GCoM are required to commit at least to the equivalent of their country’s unconditional targets, but are encouraged to be more ambitious where possible.



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: January 26, 2021

ITEM: Approval of Conservation Restriction for 42 Corn Hill Road

EXPLANATION: This Conservation Restriction has been submitted by The Compact of Cape Cod Conservation Trusts, Inc., on behalf of the Truro Conservation Trust. The Conservation Restriction is a requirement outlined in Article 15, Section 7 of the September 27, 2020 Annual Town Meeting, as approved by voters.* This Conservation Restriction will ensure that the 42 Corn Hill Rd will be preserved in perpetuity. The Conservation Restriction is under review by Town Counsel and any changes to form and content will be provided at the meeting. Once approved, the restriction will be recorded with the Registry of Deeds. It is anticipated that wet ink signatures of the Board will be required.

The Truro Conservation Commission reviewed and accepted this conservation restriction at their January 4, 2021 public meeting. Final approval is required by the Select Board. Fred Gaechter of the Truro Conservation Trust will be available to discuss the Conservation Restriction.

*Annual Town Meeting Warrant

Article 15: Community Preservation Act

SECTION 7: ACQUISITION OF 42 CORN HILL ROAD

(Open Space and Historic Preservation)

To see if the Town will vote to repurpose the sum of One Hundred, Forty-five Thousand dollars and no cents (\$145,000.00) from the Fiscal Year 2019 sum (\$192,000.00), approved at Annual Town Meeting 2018 to purchase 2 Kill Devil Rd, to be made available for purchase of 42 Corn Hill Rd. (Map 45, Parcel 52), a 1.28 acre property to be held by conservation restriction as Open Space and to preserve the 716 square foot historic cottage, which was built in 1890 and has served as an ice house for the New Haven RR, a boathouse, and as the

summer home of the Bunker family, and to enter into a grant agreement to set forth the terms and conditions thereof, or take any other action relative thereto.

Requested by Truro Conservation Trust

Explanation: The Truro Conservation Trust proposes to use the money as a part of the purchase of 42 Corn Hill Road, which will complete a contiguous open space area from Corn Hill Beach south across the mouth of the Pamet River to Fisher Road. A conservation restriction will be placed on the lot to preserve it in perpetuity. The Trust has an agreement for a 33-year lease of the historic cottage on the lot to the Truro Center for the Arts at Castle Hill for seasonal use by their guest artists and teachers. Castle Hill will also be responsible for the maintenance of the house, thereby, preserving an historic building.

SUGGESTED ACTION: *MOTION TO approve the Conservation Restriction from the Truro Conservation Trust to the Town of Truro acting by and through its Conservation Commission in the public interest pursuant to Section 32 of Chapter 184 of the General Laws of Massachusetts.*

ATTACHMENTS:

1. Conservation Restriction- 42 Corn Hill Rd

*CORN HILL BEACH COTTAGE CONSERVATION RESTRICTION
TRURO, MA*

GRANTOR: Truro Conservation Trust

GRANTEE: Town of Truro, Conservation Commission

ADDRESS OF PREMISES: 42 Corn Hill Road, Truro, MA 02666

FOR GRANTOR’S TITLE SEE: Barnstable County Registry of Deeds, Book 32993, Page 323

CONSERVATION RESTRICTION

Tom Bow, Guillermo Chang, Valerie Falk, Alfred Gaechter, Philip G. Smith, Marston D. Hodgin, Amanda Reed, Irma Ruckstuhl, Meg Royka, Brian Boyle, Robert Daglio, Ave Gaffney, Karen Tosh, and Paul Wisotzky as Trustees and acting as such on behalf of the TRURO CONSERVATION TRUST, being the sole owner, with a mailing address of which is P.O. Box 327, North Truro, Barnstable County, Massachusetts 02652, and for its successors and assigns holding any interest in the Premises hereafter defined (“Grantor”), acting pursuant to Sections 31, 32, and 33 of Chapter 184 of the Massachusetts General Laws, grant with QUITCLAIM COVENANTS to the **TOWN OF TRURO**, a Massachusetts municipal corporation with a principal place of business at 24 Town Hall Road, Truro, Barnstable County, Massachusetts 02666, acting by and through its Conservation Commission, by authority of Section 8C of Chapter 40 of the Massachusetts General Laws, its permitted successors and assigns (“Grantee”), in consideration of One Hundred Forty-Five Thousand Dollars and 00/100 (\$145,000.00), IN PERPETUITY AND EXCLUSIVELY FOR CONSERVATION PURPOSES, the following Conservation Restriction on land located in the Town of Truro, County of Barnstable, Commonwealth of Massachusetts consisting of the entirety of one parcel and structures totaling approximately 1.28 acres (“Premises”), which Premises is more particularly described in Exhibit A and shown in the attached sketch plans in Exhibits B.1, B.2, and B.3, which exhibits are incorporated herein and attached hereto.

I. PURPOSES:

This Conservation Restriction is defined in and authorized by Sections 31-33 of Chapter 184 of the Massachusetts General Laws and otherwise by law. The purpose of this Conservation Restriction is to assure that the Premises will be maintained in perpetuity for conservation purposes, in a natural, scenic and undeveloped condition, and to prevent any use or change that would impair or interfere with its conservation and preservation values (“conservation values”).

Barnstable County Community Preservation Act. The conveyance of this Conservation Restriction is made pursuant to the vote of the Town of Truro Annual Town Meeting, at a duly called meeting held on 26 September, 2020, as Warrant Article 15, to appropriate funds for the purpose of acquiring the Premises for conservation and passive outdoor recreation purposes as defined in the aforesaid Community Preservation Act pursuant to Chapter 44B of the Massachusetts General Laws as applied pursuant to Chapter 149, §298 of the Acts of 2004, as amended by Chapter 352, §129-133 of the Acts of 2004 (the so called "Barnstable County Community Preservation Act" or "CPA"). A copy of the Annual Town Meeting vote is attached hereto as Exhibit E.

The conservation values include the following:

- **Open Space Protection.** The Premises contributes to the protection of the scenic and natural character of the Pamet River area in Truro and the protection of the Premises will enhance the open-space value of these and surrounding lands. The Premises is the last remaining parcel of unprotected private land on the Corn Hill barrier beach system. Conserving the Premises will also benefit the adjoining open space of the Corn Hill Town Beach area and surrounding coastal dune/beach/marsh system.
- **Flood Plain Protection.** A portion of the Premises falls within and abuts the 100-year floodplain of Cape Cod Bay. The protection of this floodplain will ensure the continued availability of this flood storage during major storm events. A portion also is within a very high risk designated coastal area on the shoreline of Cape Cod Bay.
- **Protection of Wildlife Habitat.** The Premises is 100% within Massachusetts Natural Heritage and Endangered Species Program ("NHESP")-designated Priority Habitat of Rare Species and NHESP-designated Estimated Habitat of Rare Wildlife, presumably coastal shorebird feeding and nesting habitat. Therefore, the protection of the Premises aligns with NHESP's wildlife and habitat protection objectives.
- **Public Access.** The Premises will be open to the public. The Premises also abuts Corn Hill Beach, a popular town beach in Truro, a barrier beach north of the mouth of the Pamet River. The Premises will be available for passive outdoor recreation, education, and nature study, and contributes to needed close-to-home open space access for Truro residents and visitors.
- **BioMap2.** The Premises consists of 1.28 acres, all of which falls within an NHESP BioMap2 Core Habitat area and 100% within NHESP-designated Priority Habitat of Rare Species and NHESP-designated Estimated Habitat of Rare Wildlife. BioMap2, published in 2010, was designed to guide strategic biodiversity conservation in Massachusetts over the next decade by focusing land protection and stewardship on the areas that are most critical for ensuring the long-term persistence of rare and other native species and their habitats, exemplary natural communities, and a diversity of ecosystems. *BioMap2* is also designed to include the habitats and species of conservation concern identified in the State

Wildlife Action Plan. Offshore from this property (200 feet from the shoreline) lie MA DEP identified sites of Eelgrass (2015-2017), important shellfish habitat, 100% of the property designated as coastal barrier resources, protecting inland areas from high velocity waves in storm events, and upland buffer for interior wetlands associated with the Pamet River marsh and aquatic system.

- Water Quality Protection. Permanently protecting the Premises from further human development will aid in maintaining and improving the water quality of proximal Cape Cod Bay. The Premises is located between the Little Pamet River and the Pamet River estuary, and acts as a buffer to surrounding wetland areas.
- Massachusetts Scenic Landscape Inventory. The Premises is identified in the Massachusetts Department of Conservation and Recreation's Scenic Landscape Inventory, identifying landscapes that should be protected to conserve and protect natural, cultural, and recreational resources across the Commonwealth. The Premises is identified as Distinctive (areas of highest visual quality) which was identified in less than four percent of the state's landmass.
- Historical Purposes. The Premises is located within a Massachusetts Department of Conservation and Recreation (DCR) Civic Heritage Landscape, as determined by the DCR Heritage Landscape Inventory of 2012. Heritage Landscapes are vital to the history, character, and quality of life of communities. Heritage landscapes are the result of human interaction with the natural resources of an area, which influence the use and development of land and contain both natural and cultural resources, such as cemeteries, parks, estates, and agricultural properties. A structure on the property is over 100 years old and was used as a depot for the New York, New Haven and Hartford Railroad Company. The Massachusetts Historical Commission reports that in proximity to the property, significant archeological sites exist including the Mayflower/Corn Hill Site (19-BN-139) associated with the 1620 Pilgrim landing (see Appendix). The report states that "(u)ndisturbed portions of the property are archeologically sensitive for artifacts, features subsurface soil deposits associated with ancient Native American occupation of the property during at least the Woodland Period (approximately 3,000 to 450 years ago) and historical period occupation associated with the fishing industry and/or Boston railroad." (J. Patton, Archeologist/Preservation Planner, Massachusetts Historical Commission letter to T. Anderson, Massachusetts Executive Office of Energy and Environment, 7 June 2018).
- Consistency with Clearly Delineated Barnstable County Conservation Policy. Protection of the Premises will assist in achieving Barnstable County conservation goals. In July 1991, the Barnstable County Assembly of Delegates, pursuant to the Cape Cod Commission Act (Chapter 716 of the Acts of 1989), adopted a *Regional Policy Plan* ("RPP"), amended in 1996, 2002, 2009, 2012, and 2018, which provided, *inter alia* (references are to the 2018 RPP):
 - "To ... protect, preserve, or restore the ecological integrity of Cape Cod's fresh and marine surface water resources" (Water Resources Goal, pp. 54);

- “To protect, preserve, or restore the quality and natural values and functions of inland and coastal wetlands and their buffers” (Wetland Resources Goal, pp. 55);
- “To protect, preserve, or restore wildlife and plant habitat to maintain the region’s natural diversity” (Wildlife and Plant Habitat Goal, pp. 55).
 - In reference to this Wildlife and Plant Habitat Goal, the RPP states, “For many years habitat loss due to development has been the primary threat to the region’s habitats” (pp. 32);
- “To conserve, preserve, or enhance a network of open space that contributes to the region’s natural and community resources and systems” (Open Space Goal, pp. 55).
 - In reference to this Open Space Goal, the RPP states, “[t]he open space of the Cape is critical to the health of the region’s natural systems, economy, and population. Open space provides habitat for the region’s diverse species and protection of the region’s drinking water supply” (pp. 30); and,
- “To protect and preserve the significant cultural, historic, and archaeological values and resources of Cape Cod” (Cultural Heritage Goal, pp. 58).

Granting this Conservation Restriction will advance each of these objectives. The Water Resources Goal and the Wildlife and Plant Habitat Goal will be served because the Premises is located approximately 100 feet from the Little Pamet River and borders a Mass DEP Salt Marsh and Dune wetlands. The Wildlife and Plant Habitat Goal will be met because the Premises contains NHESP BioMap2 Core Habitat and Critical Natural Landscape, as well as an NHESP Priority Habitat of Rare Species and an Estimated Habitat of Rare Wildlife. The Open Space Goal will be advanced because the Premises abuts over 17 acres of protected open space owned by the Truro Conservation Trust. And the Cultural Heritage Goal will be served because the site contains and is proximate to MHC-recognized historical assets.

- Consistency with Clearly Delineated Town of Truro Conservation Policy. The Town of Truro’s *Open Space and Recreation Plan* (“OSRP”) outlines several goals that would be advanced by the permanent protection of the Premises. Relevant open space goals include (pp. 66):
 - **Goal 1.** Preserve and enhance the availability of open space in order to provide wildlife habitat, recreation opportunities, and protect the natural resources, scenery, and character of Truro;
 - **Goal 2.** Maintain the town’s historic and rural character by reducing density ... protecting wildlife and endangered species, and providing additional passive recreation areas;
 - **Goal 3.** Ensure that continued residential development does not destroy key open lands that are important to ecosystems, viewsheds, [and] rural and historic character;

Relevant Wetland/Wildlife Goals include (pp. 66-67):

- **Goal 1.** Preserve (leave as is) the quality and quantity of its inland and coastal wetlands insofar as natural forces allow; and

- **Goal 2.** Prevent loss or degradation of critical wildlife and plant habitat, minimize the impact of development on wildlife and plant habitat, and maintain, in so far as possible, existing populations and species diversity.

For similar reasons to those listed above, each of these goals will be advanced by implementing this Conservation Restriction.

In 1991, the Town of Truro adopted a *Conservation Restriction Program*, consisting of policies and guidelines approved by the Select Board, which encourages the use of conservation restrictions to protect, among other things, natural habitats and rare species, to preserve a trail or scenic view and to limit or prevent construction on land of natural resource value. These objectives will be served by this Conservation Restriction because it will preserve the important wildlife and plant habitats contained in and around the Premises and will aid in maintaining the undeveloped scenic character of the Little Pamet River.

- Consistency with Clearly Delineated Federal Conservation Policy. Protection of the Premises meets the definition of “conservation purposes” as defined in 26 CFR 1.170A-14(d)(1), because its conservation would: protect the land for outdoor recreation by the general public; reserve the land for education regarding the natural world; protect wildlife and wetland habitats; and it would contribute to the preservation of open space because it will constitute a significant expanse of undisturbed open space and is proximate to several other parcels already conserved.
- Consistency with Clearly Delineated State Conservation Policy. The Premises possesses significant open space, natural, aesthetic, ecological, plant and wildlife habitat, solid and water resource quality, watershed, and scenic values (collectively “conservation values”) of great importance to the Grantee and the people of Truro and the Commonwealth of Massachusetts.

These and other conservation values of the Premises, as well as its current uses and state of improvement, are described in a Baseline Documentation Report (“Baseline Report”) prepared by Grantee with the cooperation of the Grantor, consisting of maps, photographs, and other documents and on file with the Grantee and referenced herein. The Baseline Report (i) is acknowledged by Grantor and Grantee to be a complete and accurate representation of the condition and values of the Premises as of the date of this Conservation Restriction, (ii) is intended to fully comply with applicable Treasury Regulations, and (iii) is intended to serve as an objective information baseline for subsequent monitoring of compliance with the terms of this Conservation Restriction as described herein. Notwithstanding the foregoing, the parties may utilize any evidence of the condition of the Premises at the time of this grant other than the Baseline Report, should the Baseline Report be unavailable or if it does not adequately address the issues presented.

II. PROHIBITED ACTS AND USES, EXCEPTIONS THERETO, AND PERMITTED USES

A. Prohibited Acts and Uses

Subject to the exceptions set forth in Paragraph II.B and Paragraph II.C, the Grantor will not perform or allow others to perform the following acts and uses which are prohibited on, above, and below the Premises:


- (1) Constructing, placing or allowing to remain any temporary or permanent building, tennis court, landing strip, mobile home, swimming pool, asphalt or concrete pavement, sign, fence, billboard or other advertising display, wind turbine, antenna, utility pole, tower, solar panel, solar array, conduit, line or other temporary or permanent structure or facility on, above or under the Premises;
- (2) Mining, excavating, dredging or removing from the Premises of soil, loam, peat, gravel, sand, rock or other mineral resource or natural deposit or otherwise making topographical changes to the area;
- (3) Placing, filling, storing or dumping of soil, refuse, trash, vehicle bodies or parts, rubbish, debris, junk, tree and other vegetation cuttings generated off-site, waste or other substance or material whatsoever or the installation of underground storage tanks;
- (4) Cutting, removing or otherwise destroying trees, grasses or other vegetation;
- (5) Activities detrimental to drainage, flood control, water conservation, water quality, erosion control, soil conservation, wildlife habitat, or archaeological conservation;
- (6) Hunting, owing to state safety setbacks, trapping, or camping;
- (7) Use, parking or storage of vehicles including motorcycles, mopeds, all-terrain vehicles, trail bikes, or any other motorized vehicles on the Premises except for vehicles necessary for public safety (i.e., fire, police, ambulance, other government officials) in carrying out their official duties or as necessary for the mobility impaired;
- (8) Subdivision or conveyance of a part or portion of the Premises alone, or division or subdivision of the Premises (as compared to conveyance of the Premises in its entirety which shall be permitted), and no portion of the Premises may be used towards building or development requirements on this or any other parcel;
- (9) The use of the Premises for business, residential or industrial use, or commercial recreation;
- (10) Any other use of the Premises or activity which is inconsistent with the purpose of this Conservation Restriction or which would impair its conservation values.

B. Reserved Rights and Exceptions

The Grantor reserves the right to conduct or permit the following activities and uses on the Premises, but only if such uses and activities do not impair the conservation values or purposes of this Conservation Restriction.

- (1) Vegetation Management. The selective minimal removing of brush, pruning and cutting to prevent, control or remove hazards, disease, insect or fire damage, or to preserve the present condition of the Premises, including vistas as documented in the Baseline Report, trails and meadows;
- (2) Non-Native or Nuisance Species. The removal of non-native or invasive species, the interplanting of native species, and the control of species in a manner that minimizes damage to surrounding, non-target species and preserves water quality;
- (3) Wildlife Habitat Improvement. With the prior written approval of Grantee, measures designed to restore native biotic communities, or to maintain, enhance or restore wildlife, wildlife habitat, or rare or endangered species including selective planting of native trees, shrubs and plant species;
- (4) Pest Control. With the prior written approval of the Grantee, trapping and removal of animals for pest control purposes;
- (5) Archaeological Investigations. The right to conduct archaeological activities, including without limitation archaeological research, surveys, excavation and artifact retrieval, but only (a) after written notification to and approval by Grantee, and (b) in accordance with an archaeological field investigation plan prepared by or on behalf of the Grantor and approved in advance of such activity, in writing, by the Massachusetts Historical Commission (MHC) State Archaeologist as required by Massachusetts General Laws. A copy of the results of any scientific investigation on the Premises is to be provided to the Grantee. Plans for restoration of the site of any archaeological activity shall be submitted to the Grantee in advance of restoration, and such restoration shall be conducted only in accordance with a plan approved by the Grantee.

Activities detrimental to archeological and historic resources, including but not limited to earth moving and the alteration of historic stone walls/cellar holes/features, shall not be deemed to be detrimental to archeological and historic resources if a description of the proposed activity and its location is submitted in writing (e.g., on a Project Notification Form) with a plan of land (or assessors map) and a USGS map with the Premises outlined thereon, to MHC and MHC issues a letter stating that the proposed activity is not within a resource area or is determined to not have an adverse effect on said resources. Grantor and Grantee shall make every reasonable effort to prohibit any person from conducting archaeological field investigation on the Premises, including metal detecting, digging, or artifact collecting, without approval of the MHC State Archaeologist (or appropriate successor official), and shall promptly report any such prohibited activity to the MHC State Archaeologist (or appropriate successor official). Grantor and Grantee shall include

- the prohibition against digging, artifact collecting, or metal detecting in any list of rules for visitors to the Premises;
- (6) Trails. The marking, clearing and maintenance of existing trails as shown in the Baseline Report. With the prior written approval of the Grantee, the construction of new trails or the relocation or alteration of existing trails, provided that any construction, relocation, or alteration results in trails that are no wider than four (4) feet;
 - (7) Right to Install Resting Benches. The installation of several resting benches for enjoyment by the public, provided such installation causes no more than minimal disturbance on the Premises and does not negatively impact its conservation values;
 - (8) Signs. The erection, maintenance and replacement of signs with respect to trespass, trail access, identity and address of the occupants, sale of the Premises, the Grantee's interest in the Premises, any gift, grant, or other applicable source of support for the conservation of the Premises, the Reserved Rights, and the protected conservation values;
 - (9) Fences. With prior written approval of the Grantee, the installation and maintenance of open-faced (i.e., sight-pervious) fences, such as wooden split rail, for property boundary delineation, safety reasons, and trail demarcation, so long as the dimensions and design of said fences do not impede free wildlife passage, and do not detract from the public scenic view across the Premises;
 - (10) Outdoor Passive Recreational Activities. Members of the public are permitted to conduct non-commercial, passive outdoor recreational activities on the Premises (except within the Building Envelope as defined in Paragraph II(C)) during daylight hours, subject to reasonable regulation by the Grantor. Passive outdoor recreation activities may include walking, jogging, cross-country skiing, bird watching, hiking, wildlife observation, bicycling, photography, fishing, sketching, painting, and other similar activities that do not conflict with the conservation values and that are permitted by law. Horseback riding, bicycling, and other non-pedestrian access may be limited due to wetlands, wildlife habitat, and erosion concerns; 
 - (11) Site Restoration. Any work undertaken in conjunction with the Reserved Rights described in this Paragraph II(B) shall seek to minimize disturbance to the Conservation Values and other natural features within the Premises that may be impacted as a result of exercising of any of the Reserved Rights described herein. Upon completion of any site work performed in conjunction with the Reserved Rights described in this Paragraph II(B), any disturbed areas shall be restored substantially to the conditions with respect to soil material, grade, and vegetated ground cover as documented in the Baseline Report, as applicable, or in conformance with the conditions with respect to soil material, grade, and vegetated ground cover that existed prior to said work, if said work is done in any area not documented in the Baseline Report.
 - (12) Permits, Regulations, Laws. The exercise of any right reserved by Grantor under this Paragraph II(B) shall be in compliance with zoning, the Wetlands Protection Act, and all

other applicable federal, state and local laws, rules, regulations, and permits. The inclusion of any reserved right requiring a permit from a public agency does not imply that the Grantee or the Commonwealth takes any position whether such permit should be issued.

- (13) Best Management Practices. The exercise of any right reserved by Grantor under this Paragraph II(B) shall follow, when available and if applicable, established, up to date, and regionally-applicable Best Management Practices or similar standards developed by a governmental agency or other entity with known expertise in the area of practice and designed to protect the natural features potentially affected by the action(s).

C. Building Envelope.

Within the Premises there is a Building Envelope shown on the sketch plans in Exhibit C as “Building Envelope” in which the Grantor reserves the right to conduct or permit the following activities and uses, subject to certain limitations described below, in addition to the Reserved Rights described in Paragraph II(B) and otherwise subject to this Conservation Restriction:

1. The right to use, maintain, repair, and replace the existing dwelling, the dimensions of which are documented in Exhibit D, in its current footprint and to its current dimensions, with no additional living space or decks, and provided that there shall be no more than one (1) dwelling at any one time within the Building Envelope;
2. The right to use, maintain, improve, replace, or relocate the existing driveway, yard, parking area, utilities, well, and septic system (hereinafter “Improvements”) within the Building Envelope but not to locate Improvements outside of the Building Envelope unless a qualified professional determines that there is no feasible location for any such Improvement within the Building Envelope, such a finding not to consider financial feasibility, and the Grantee approves of any such Improvement to be located outside of the Building Envelope, and provided that any of these improvements serves only the single family dwelling located within the Building Envelope;
3. There is no right to install or maintain any cultivated lawn, garden, shed, storage unit or other accessory structures or disturbed areas.

D. Notice and Approval.

Whenever notice to or approval by Grantee is required, Grantor shall notify Grantee, by a method requiring proof of receipt, in writing not less than sixty (60) days prior to the date Grantor intends to undertake the activity in question. The notice shall describe the nature, scope, design, location, timetable and any other material aspect of the proposed activity in sufficient detail to permit the Grantee to make an informed judgment as to its consistency with the purposes of this Conservation Restriction. Where Grantee’s approval is required, Grantee shall grant or withhold approval in writing within sixty (60) days of receipt of Grantor’s request. Grantee’s approval shall not be unreasonably withheld, but shall only be granted upon a showing that the proposed activity shall not impair the purposes of this Conservation Restriction.

Grantee agrees to use reasonable diligence to respond to Grantor's request within 60 days of delivery. Grantee's failure to respond within the sixty (60) calendar day period shall be deemed a denial of the request (hereinafter, a "Deemed Denial"). A Deemed Denial is not final or binding on Grantee, and Grantor may submit the same or a similar request for approval.

III. LEGAL REMEDIES OF THE GRANTEE

A. Legal and Injunctive Relief.

The rights hereby granted shall include the right to enforce this Conservation Restriction by appropriate legal proceedings and to obtain injunctive and other equitable relief against any violations, including, without limitation, relief requiring restoration of the Premises to their condition prior to the time of the injury complained of (it being agreed that the Grantee will have no adequate remedy at law). The rights hereby granted shall be in addition to, and not in limitation of, any other rights and remedies available to the Grantee for the enforcement of this Conservation Restriction. Grantee agrees to cooperate for a reasonable period of time prior to resorting to legal means in resolving issues concerning violations provided Grantor ceases objectionable actions and Grantee determines there is no ongoing diminution of the conservation values of the Conservation Restriction. Prior to resorting to legal means to enforce any violations of this Conservation Restriction, the Grantee shall first notify the Grantor and request the Grantor to remedy the violation; if the violation is not remedied within sixty (60) days, then the parties shall make a good faith effort to mediate the dispute before litigation is commenced, provided the Grantor ceases the violation immediately upon receipt of notice of the violation and makes a good faith effort to remedy the violation.

Grantee shall not, however, have the right to bring an action against Grantor with respect to a violation of this Conservation Restriction by trespassers or other third persons whose entry on the Premises is not authorized or not voluntarily acquiesced in by Grantor; Grantor agrees that Grantor will not voluntarily acquiesce in any violation of this Conservation Restriction by trespassers or such other third persons; and Grantor further agrees that Grantor will make reasonable efforts to deter such activities and to remedy the violation and will cooperate with Grantee to enforce this Conservation Restriction against trespassers and such other third persons.

Grantor covenants and agrees to reimburse to Grantee all reasonable costs and expenses (including reasonable counsel fees) incurred in enforcing this Conservation Restriction or in taking reasonable measures to remedy, abate or correct any violation thereof, provided that a violation of this Conservation Restriction is acknowledged by Grantor or determined by a court of competent jurisdiction to have occurred. In the event of a dispute over the boundaries of the Conservation Restriction, Grantor shall pay for a survey and to have the boundaries permanently marked.

B. Non-Waiver.

Enforcement of the terms of this Conservation Restriction shall be at the discretion of Grantee. Any election by the Grantee as to the manner and timing of its right to enforce this Conservation Restriction or otherwise exercise its rights hereunder shall not be deemed or construed to be a waiver of such rights.

C. Disclaimer of Liability

By acceptance of this Conservation Restriction, the Grantee does not undertake any liability or obligation relating to the condition of the Premises pertaining to compliance with and including, but not limited to, hazardous materials, zoning, environmental laws and regulations, or acts not caused by the Grantee or its agents.

D. Acts Beyond the Grantor's Control

Nothing contained in this Conservation Restriction shall be construed to entitle the Grantee to bring any actions against the Grantor for any injury to or change in the Premises resulting from causes beyond the Grantor's control, including but not limited to fire, flood, storm and earth movement, or from any prudent action taken by the Grantor under emergency conditions to prevent, abate, or mitigate significant injury to the Premises resulting from such causes. In the event of any such occurrence, the Grantor and Grantee will cooperate in the restoration of the Premises, if desirable and feasible.

IV. ACCESS

The Grantor hereby grants to the Grantee, or its duly authorized agents or representatives, the right to enter the Premises (i) after reasonable notice and at reasonable times and in a reasonable manner, for the purpose of inspecting the Premises to determine compliance with or to enforce this Conservation Restriction; and, (ii) after sixty (60) days prior written notice, except in an emergency in which case notice shall be given as soon as is practicable, to take any and all actions with respect to the Premises as may be necessary or appropriate, with or without order of court, to remedy, abate or enforce any violation hereof unless the Grantor has prior to the expiration of said sixty (60) days given written notice to the Grantee reasonably addressing all alleged violations and setting forth a reasonable plan to remedy any such alleged violation and has made reasonable efforts to cease the activity or to begin remediation.

The Grantor grants access to the Premises to the general public, but only for daytime use and only for the activities described in Paragraph II(B)(10), subject to the Grantor's reserved right to establish reasonable rules, regulations, and restrictions on such permitted recreational use by the general public for the protection of the purposes and conservation values of this Conservation Restriction. Grantor has the right to control, limit, or prohibit by posting and other reasonable means activities or uses of the Premises not authorized in Paragraph II(B)(10). The Grantor's right to grant public access across the Premises is subject to the restrictions described in this Conservation Restriction. Any public use which is permitted by the terms of this Conservation Restriction constitutes permission to use the Premises for purposes described in Section 17C of Chapter 21 of the Massachusetts General Laws and the Grantor and Grantee hereto benefit from exculpation from liability to the extent provided in such section. The Grantee may require the Grantor to post the Premises against any use that may result in rutting or erosion or other damage to the natural resources of the Premises. The public shall have no right to enter the Building Envelope unless specifically invited by Grantor.

V. EXTINGUISHMENT

A. If circumstances arise in the future such as render the purpose of this Conservation Restriction impossible to accomplish, this restriction can only be terminated or extinguished, whether in whole or in part, by a court of competent jurisdiction under applicable law after review and approval by the Massachusetts Secretary of Energy and Environmental Affairs. If any change in conditions ever gives rise to extinguishment or other release of the Conservation Restriction under applicable law, then Grantee, on a subsequent sale, exchange, or involuntary conversion of the Premises, shall be entitled to a portion of the proceeds in accordance with Paragraph V(B), subject, however, to any applicable law which expressly provides for a different disposition of the proceeds and after complying with the terms of any gift, grant, or funding requirements. Grantee shall use its share of the proceeds in a manner consistent with the conservation purpose set forth herein.

B. Proceeds. Grantor and Grantee agree that the conveyance of this Conservation Restriction gives rise to a real property right, immediately vested in the Grantee, with a value that is equal to twenty-eight percent (28%) of the fair market value of the unrestricted Premises at the time of the conveyance.¹ For the purposes of this paragraph, said proportionate value shall remain constant.

C. Grantor/Grantee Cooperation Regarding Public Action. Whenever all or any part of the Premises or any interest therein is taken by public authority under power of eminent domain or other act of public authority, then the Grantor and the Grantee shall cooperate in recovering the full value of all direct and consequential damages resulting from such action. All related expenses incurred by the Grantor and the Grantee shall first be paid out of any recovered proceeds, and the remaining proceeds shall be distributed between the Grantor and Grantee in accordance with Paragraph V(B), after complying with the terms of any law, gift, grant, or funding requirements, including the CPA. If a less than fee interest is taken, the proceeds shall be equitably allocated according to the nature of the interest taken. The Grantee shall use its share of the proceeds like a continuing trust in a manner consistent with the conservation purposes of this grant.

VI. DURATION & ASSIGNABILITY

A. Running of the Burden. The burdens of this Conservation Restriction shall run with the Premises in perpetuity, and shall be enforceable against the Grantor and the successors and assigns of the Grantor holding any interest in the Premises.

B. Execution of Instruments. The Grantee is authorized to record or file any notices or instruments appropriate to assuring the perpetual enforceability of this Conservation Restriction; the Grantor, on behalf of itself and its successors and assigns, appoints the Grantee their attorney-in-fact to execute, acknowledge and deliver any such instruments on its behalf. Without limiting the foregoing, the Grantor and its successors and assigns agree themselves to execute any such instruments upon request.

¹ The Town, through its CPA Fund, contributed \$145,000 towards the Grantor's \$520,000 purchase price for the Premises. Thus, the Town contributed 28% of the total purchase price.

C. Running of the Benefit. The benefits of this Conservation Restriction shall run to the Grantee, shall be in gross and shall not be assignable by the Grantee, except in the following instances:

As a condition of any assignment, the Grantee shall require that the purpose of this Conservation Restriction continues to be carried out; that the assignee is not an owner of the fee in the Property, and the assignee, at the time of the assignment, qualifies under Section 170(h) of the Internal Revenue Code of 1986, as amended, and applicable regulations thereunder, and is a donee eligible to receive this Conservation Restriction under Section 32 of Chapter 184 of the Massachusetts General Laws. Any assignment will comply with Article 97 of the Amendments to the Constitution of the Commonwealth of Massachusetts, if applicable.

VII. SUBSEQUENT TRANSFERS

The Grantor agrees to incorporate by reference the terms of this Conservation Restriction in any deed or other legal instrument which grants any interest in all or a portion of the Premises, including a leasehold interest and to notify the Grantee not less than twenty (20) days prior to the execution of such transfer. Failure to do any of the above shall not impair the validity or enforceability of this Conservation Restriction. Any transfer will comply with Article 97 of the Amendments to the Constitution of the Commonwealth of Massachusetts, if applicable.

The Grantor shall not be liable for violations occurring after their ownership. Liability for any acts or omissions occurring prior to any transfer and liability for any transfer if in violation of this Conservation Restriction shall survive the transfer. Any new owner shall cooperate in the restoration of the Premises or removal of violations caused by prior owner(s) and may be held responsible for any continuing violations.

VIII. ESTOPPEL CERTIFICATES

Upon request by the Grantor, the Grantee shall, within thirty (30) days written notice, execute and deliver to the Grantor any document, including an estoppel certificate, which certifies the Grantor's compliance or non-compliance with any obligation of the Grantor contained in this Conservation Restriction, and which otherwise evidences the status of this Conservation Restriction as may be requested by the Grantor.

IX. NON MERGER

The parties intend that any future acquisition of the Premises shall not result in a merger of the Conservation Restriction into the fee. The Grantor agrees that it will not grant, and the Grantee agrees that it will not take title, to any part of the Premises without having first assigned this Conservation Restriction to a non-fee owner that is qualified under Section 170(h) of the Internal Revenue Code of 1986, as amended, and applicable regulations thereunder and is eligible to receive this Conservation Restriction under Section 32 of Chapter 184 of the Massachusetts General Laws in order to ensure that merger does not occur and that this Conservation Restriction continues to be enforceable by a non-fee owner.

X. AMENDMENT

If circumstances arise under which an amendment to or modification of this Conservation Restriction would be appropriate, Grantor and Grantee may jointly amend this Conservation Restriction; provided that no amendment shall be allowed that will affect the qualification of this Conservation Restriction or the status of Grantee under any applicable laws, including Section 170(h) of the Internal Revenue Code of 1986, as amended, or Sections 31-33 of Chapter 184 of the Massachusetts General Laws. Any amendments to this Conservation Restriction shall occur only in exceptional circumstances. The Grantee will consider amendments only to correct an error or oversight, to clarify an ambiguity, or where there is a net gain in conservation value. All expenses of all parties in considering and/or implementing an amendment shall be borne by the persons or entity seeking the amendment. Any amendment shall be consistent with the purposes of this Conservation Restriction, shall not affect its perpetual duration, shall be approved by the Secretary of Energy and Environmental Affairs and if applicable, shall comply with the provisions of Article 97 of the Amendments to the Constitution of the Commonwealth of Massachusetts, and any gifts, grants or funding requirements. Any amendment shall be recorded in the Barnstable County Registry of Deeds.

XI. EFFECTIVE DATE

This Conservation Restriction shall be effective when the Grantor and the Grantee have executed it, the administrative approvals required by Section 32 of Chapter 184 of the Massachusetts General Laws have been obtained, and it has been recorded in a timely manner in the Barnstable County Registry of Deeds.

XII. NOTICES

Any notice, demand, request, consent, approval or communication that either party desires or is required to give to the other shall be in writing and either served personally or sent by first class mail, postage pre-paid, addressed as follows:

To Grantor: Truro Conservation Trust
P.O. Box 327
North Truro, MA 02652

To Grantee: Town of Truro Conservation Commission
24 Town Hall Road
Truro, MA 02666

or to such other address as any of the above parties shall designate from time to time by written notice to the other or, if notice is returned to sender, to an address that is reasonably ascertainable by the parties.

XIII. GENERAL PROVISIONS

A. Controlling Law. The interpretation and performance of this Conservation Restriction shall be governed by the Laws of the Commonwealth of Massachusetts.

B. Liberal Construction. Any general rule of construction to the contrary notwithstanding, this Conservation Restriction shall be liberally construed in favor of the grant to effect the purpose of this Conservation Restriction and the policy and purposes of Sections 31, 32, and 33 of Chapter 184 of the Massachusetts General Laws. If any provision in this instrument is found to be ambiguous, any interpretation consistent with the purpose of this Conservation Restriction that would render the provision valid shall be favored over any interpretation that would render it invalid.

C. Severability. If any provision of this Conservation Restriction or the application thereof to any person or circumstance is found to be invalid, the remainder of the provision of this Conservation Restriction shall not be affected thereby.

D. Entire Agreement. This instrument sets forth the entire agreement of the parties with respect to this Conservation Restriction and supersedes all prior discussions, negotiations, understandings or agreements relating to the Conservation Restriction, all of which are merged herein.

XIV. MISCELLANEOUS

A. Pre-Existing Public Rights. Approval of this Conservation Restriction pursuant to Section 32 of Chapter 184 of the Massachusetts General Laws by any municipal officials and by the Secretary of Energy and Environmental Affairs is not to be construed as representing the existence

or non-existence of any pre-existing rights of the public, if any, in and to the Premises, and any such pre-existing rights of the public, if any, are not affected by the granting of this Conservation Restriction.

B. Subordination. The Grantor shall record at the appropriate Registry of Deeds simultaneously with this Conservation Restriction all documents necessary to subordinate any mortgage, promissory note, loan, lien, equity credit line, refinance assignment of mortgage, lease, financing statement or any other agreement which gives rise to a surety interest affecting the Premises.

C. Prior Encumbrances. At the time of this Conservation Restriction's Effective Date, the Premises was subject to a drainage easement benefitting the Town of Truro recorded in the Barnstable County Registry of Deeds at Book 807 Page 156.

C. Attached hereto and incorporated herein by reference are the following:

Signature pages:

Grantor – Truro Conservation Trust
Grantee Acceptance – Town of Truro Conservation Commission
Approval by the Town of Truro Select Board
Approval of the Secretary of Energy and Environmental Affairs.

Exhibits:

Exhibit A: Description of Premises
Exhibits B.1, B.2, B.3: Sketch Plans of Premises
Exhibit C: Sketch Plan of Building Envelope
Exhibit D: Sketch of Cottage in Building Envelope
Exhibit E: 2020 Annual Town Meeting Vote

At a meeting duly held _____ 2020, the Truro Conservation Trust voted to grant the foregoing Conservation Restriction to the Town of Truro, acting by and through its Conservation Commission.

Grantor:
TRUSTEES OF THE
TRURO CONSERVATION TRUST

COMMONWEALTH OF MASSACHUSETTS

Barnstable, ss

_____ 2020

Then personally appeared the above named Alfred Gachter, President/Trustee of the Truro Conservation Trust, the Trust named in the forgoing instrument, and proved to me through satisfactory evidence of identification, which was personal knowledge of identity, to be the persons whose names are signed on the document and acknowledged he is duly authorized to act on behalf of said Trust, and forgoing instrument to be the free act and deed of the Trust, before me.

Mark H. Robinson, Notary Public

My commission expires:

**ACCEPTANCE OF GRANT BY THE TOWN OF TRURO
CONSERVATION COMMISSION**

We, the undersigned, being a majority of the Conservation Commission of The Town of Truro, Massachusetts, hereby certify that at a public meeting duly held on _____, 2020 the Conservation Commission voted to approve and accept the foregoing Conservation Restriction from the Truro Conservation Trust pursuant to Section 32 of Chapter 184 and Section 8C of Chapter 40 of the Massachusetts General Laws and do hereby accept the foregoing Conservation Restriction.

TOWN OF TRURO
CONSERVATION COMMISSION:

COMMONWEALTH OF MASSACHUSETTS

Barnstable, ss:

On this . day of _____, 2020, before me, the undersigned notary public, personally, and proved to me through satisfactory evidence of identification which was _____ to be the person whose name is signed on the proceeding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose.

Notary Public
My Commission Expires:

APPROVAL OF SELECT BOARD

We, the undersigned, being a majority of the Select Board of the Town of Truro, hereby certify that at a public meeting duly held on _____, 2020, the Select Board voted to approve the foregoing Conservation Restriction from the Truro Conservation Trust to the Town of Truro, acting by and through its Conservation Commission, in the public interest pursuant to Section 32 of Chapter 184 of the Massachusetts General Laws.

**TOWN OF TRURO
SELECT BOARD:**

COMMONWEALTH OF MASSACHUSETTS

Barnstable, ss:

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

Notary Public
My Commission Expires:

**APPROVAL BY SECRETARY OF ENERGY AND ENVIRONMENTAL AFFAIRS
COMMONWEALTH OF MASSACHUSETTS**

The undersigned, Secretary of Energy and Environmental Affairs of the Commonwealth of Massachusetts, hereby certifies that the foregoing Conservation Restriction from the Truro Conservation Trust to the Town of Truro, acting by and through its Conservation Commission, has been approved in the public interest pursuant to Section 32 of Chapter 184 of the Massachusetts General Laws.

Dated: _____, 2020

KATHLEEN A. THEOHARIDES
Secretary of Energy and Environmental Affairs

COMMONWEALTH OF MASSACHUSETTS

SUFFOLK, ss:

On this ____ day of _____, 2020, before me, the undersigned notary public, personally appeared KATHLEEN A. THEOHARIDES, and proved to me through satisfactory evidence of identification which was _____ to be the person whose name is signed on the proceeding or attached document, and acknowledged to me that she signed it voluntarily for its stated purpose.

Notary Public
My Commission Expires:

EXHIBIT A

Description of the Premises

The Premises subject to this Conservation Restriction is the entirety of a tract of land located in the Town of Truro, Barnstable County, Commonwealth of Massachusetts, containing a total of 1.28 acres, more or less, described in the Quitclaim Deed recorded at the Barnstable County Registry of Deeds in Deeds Book 22185 Page 183, which description is copied below for the purposes of describing the Premises. The Premises' street address is 42 Corn Hill Road, Truro, Massachusetts 02666.

Said tract of land is comprised of two certain parcels of land with the buildings thereon in the Town of Truro, Barnstable County, Massachusetts more particularly described as follows, as given in Deeds Book 22185 Page 183:

Parcel #1 is a piece of beach land with the buildings thereon located off the road to Corn Hill in said Truro and between said Road and the shore of Cape Cod Bay and is bounded and described as follows:

Beginning at a point in the westerly line of land now or formerly of the New York, New Haven and Hartford Railroad Company at land formerly of John B. Perry but now of the Town of Truro; thence southerly by said railroad land 95 feet more or less to a stake at land now or formerly of Lorenzo D. Baker et al.; thence S. 83 deg. 45' W., 200 feet more or less to the waters of the Pamet River; thence northerly by said waters to land on the Town of Truro; thence easterly by said land to the point of beginning.

The foregoing magnetic bearings are as of July 1917. Containing an area of 1/3 acre more or less.

Parcel #2 is land located on or off the road to Corn Hill in said Truro and is shown as Parcel No. 2 on a plan recorded following a deed of the New York, New Haven and Hartford Railroad Company dated September 26, 1951 to Philip H. Bunker et ux which is entitled "New York, New Haven and Hartford Railroad Office of Engineer – Real Estate Surveys Land in Truro, Mass, to be conveyed to Philip H. and Emily L. Bunker Scale 1" – 100' June, 1951" recorded with Barnstable Registry of Deeds in Book 794, Page 109. Said parcel contains 8,564 square feet, more or less.

Within the Premises is a Building Envelope with an existing cottage and within which certain residential rights are reserved in Section II.C of the foregoing Conservation Restriction, said Building Envelope as shown on the sketch in Exhibit C attached hereto and more particularly bounded and described as follows:

Beginning at a concrete bound set on the westerly sideline of the layout Corn Hill Road, a Town road; thence,

By a line bearing N 57° 07' 36" E, as shown on said sketch, in a southwesterly direction, a distance of one hundred and forty and 87/100 feet (140.87'), more or less, to a concrete bound set in the range of land now or formerly of the Town of Truro (Corn Hill Beach, so-called); thence,

*CORN HILL BEACH COTTAGE CONSERVATION RESTRICTION
TRURO, MA*

By a line perpendicular to the aforementioned line in a southeasterly direction across the width of the Premises, a distance of ninety feet (90'), more or less, to a point on a line bearing S 57° 07' 36" W, as shown on said sketch; thence,

By said line bearing S 57° 07' 36" W, as shown on said sketch, in a northeasterly direction to a point on a line marked as "L=201.57' R = 1925.08'", as shown on said sketch, a distance of one hundred thirty-three feet (133'), more or less; thence,

By said line marked as "L=201.57' R = 1925.08'", as shown on said sketch, in a northerly direction, a distance of thirty feet (30'), more or less, to a point on the westerly sideline of the layout Corn Hill Road, a Town road; thence,

By said westerly sideline of the layout Corn Hill Road, a Town road, as shown on said sketch, in a northwesterly and northerly direction, a distance of sixty feet (60'), more or less, to the point of beginning.

Truro, MA

**BUNKER COTTAGE
CONSERVATION
RESTRICTION, TRURO MA**
EXHIBIT B.1
Sketch plan of Premises

**CORN HILL
TOWN BEACH**

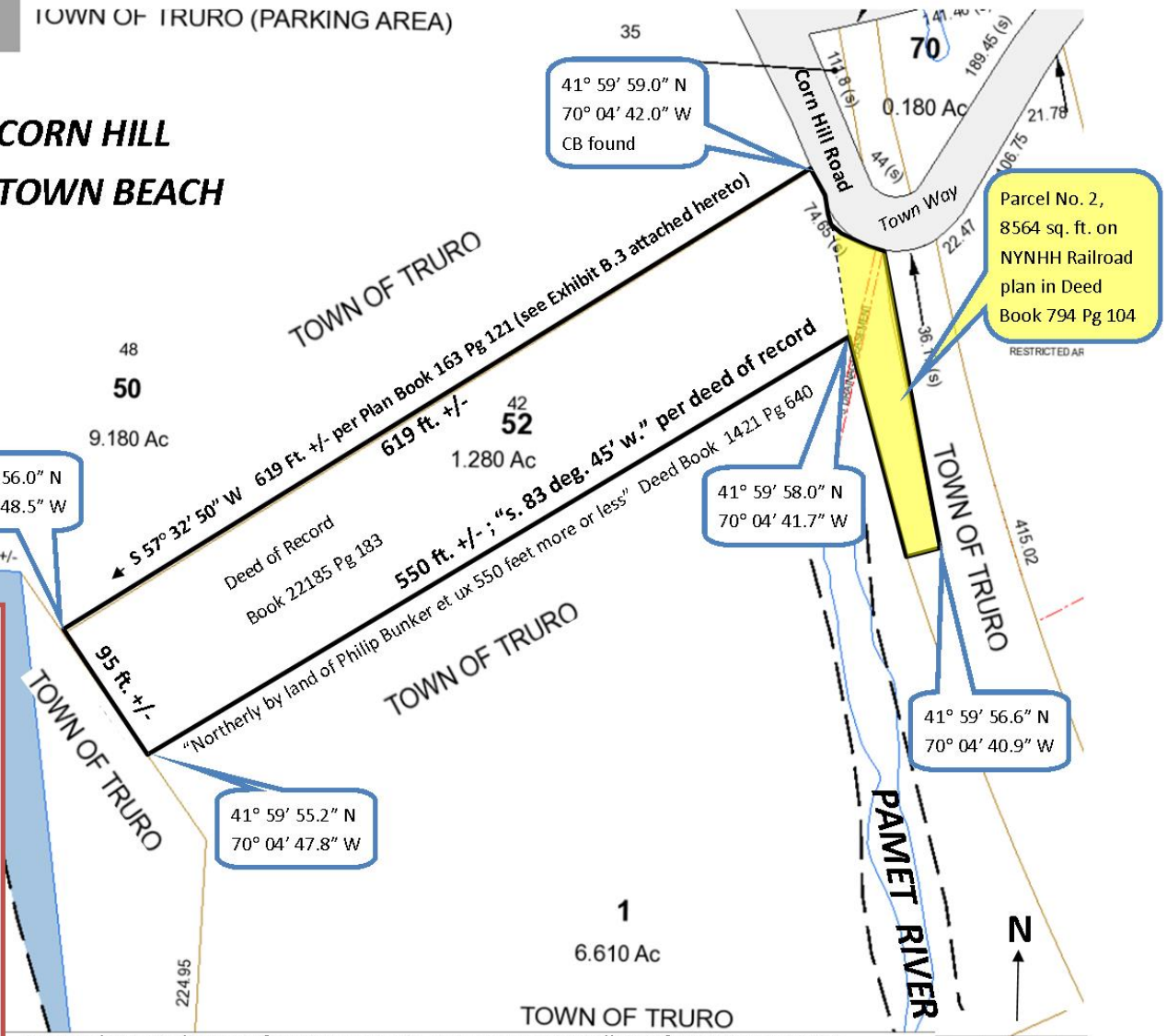
NOTE: The Bunker & Morfit parcel does not have a perimeter survey plan, but is situated surrounded by long-established Town of Truro beach property.

Bunker & Morfit Parcel #1 is the long rectangular-shaped parcel, approx. 550-600 feet long and 95 feet wide. The northern sideline is shown on Plan Book 163-121. See Exhibit B.3 attached hereto.

Bunker & Morfit Parcel #2 is shown in yellow and does have a survey plan for it as indicated in the pull-out note. See following page.

Together, these two parcels comprise the locus parcel (1.28 acres, per assessors).

SOURCE: base map in Town of Truro MA GIS map, Aug. 2019; GPS coordinates from MassGIS OLIVER; sketch prepared by M.H. Robinson, The Compact of Cape Cod Conservation Trusts, Inc.



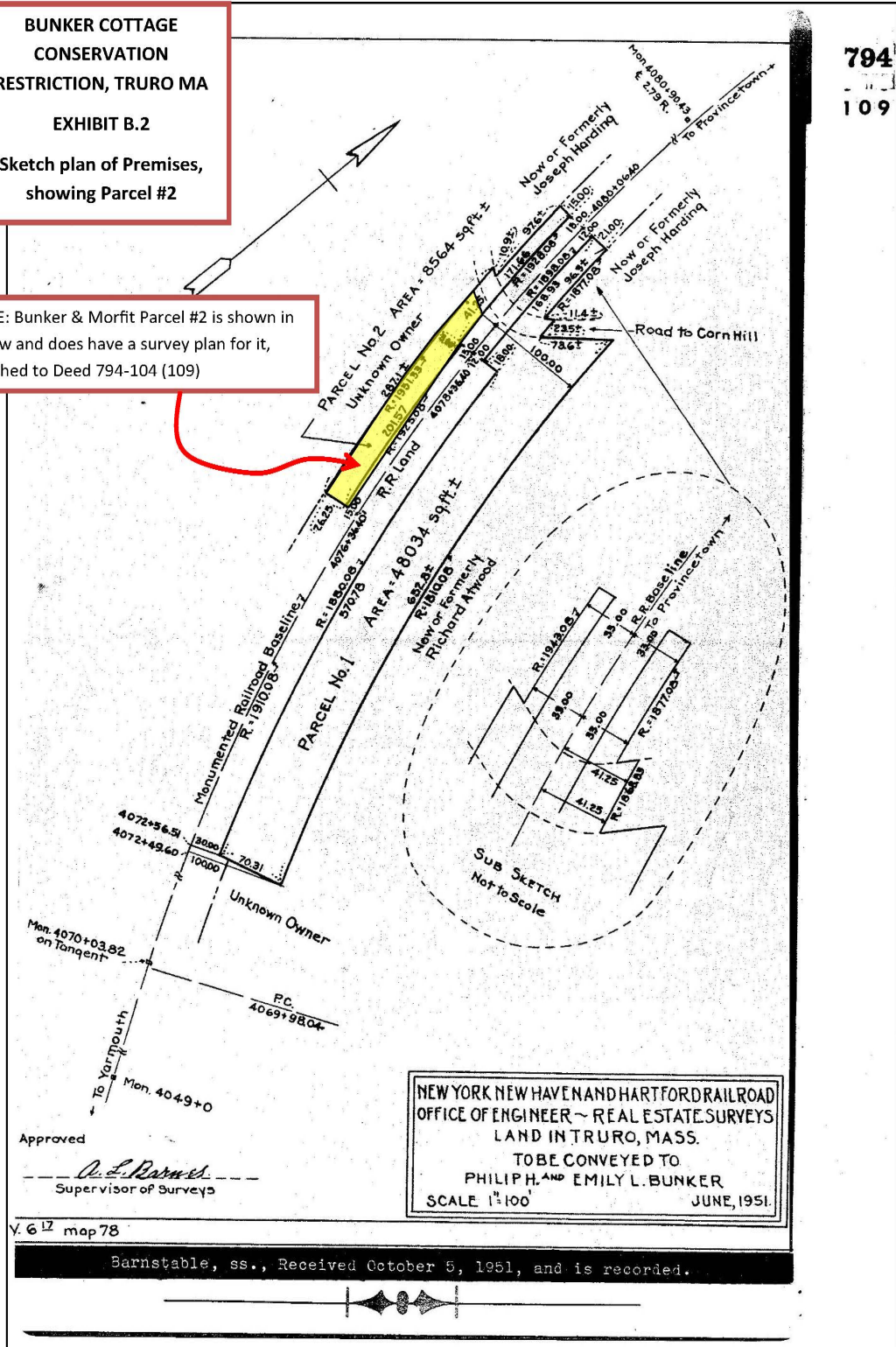
CORN HILL BEACH COTTAGE CONSERVATION RESTRICTION
TRURO, MA

**BUNKER COTTAGE
CONSERVATION
RESTRICTION, TRURO MA**

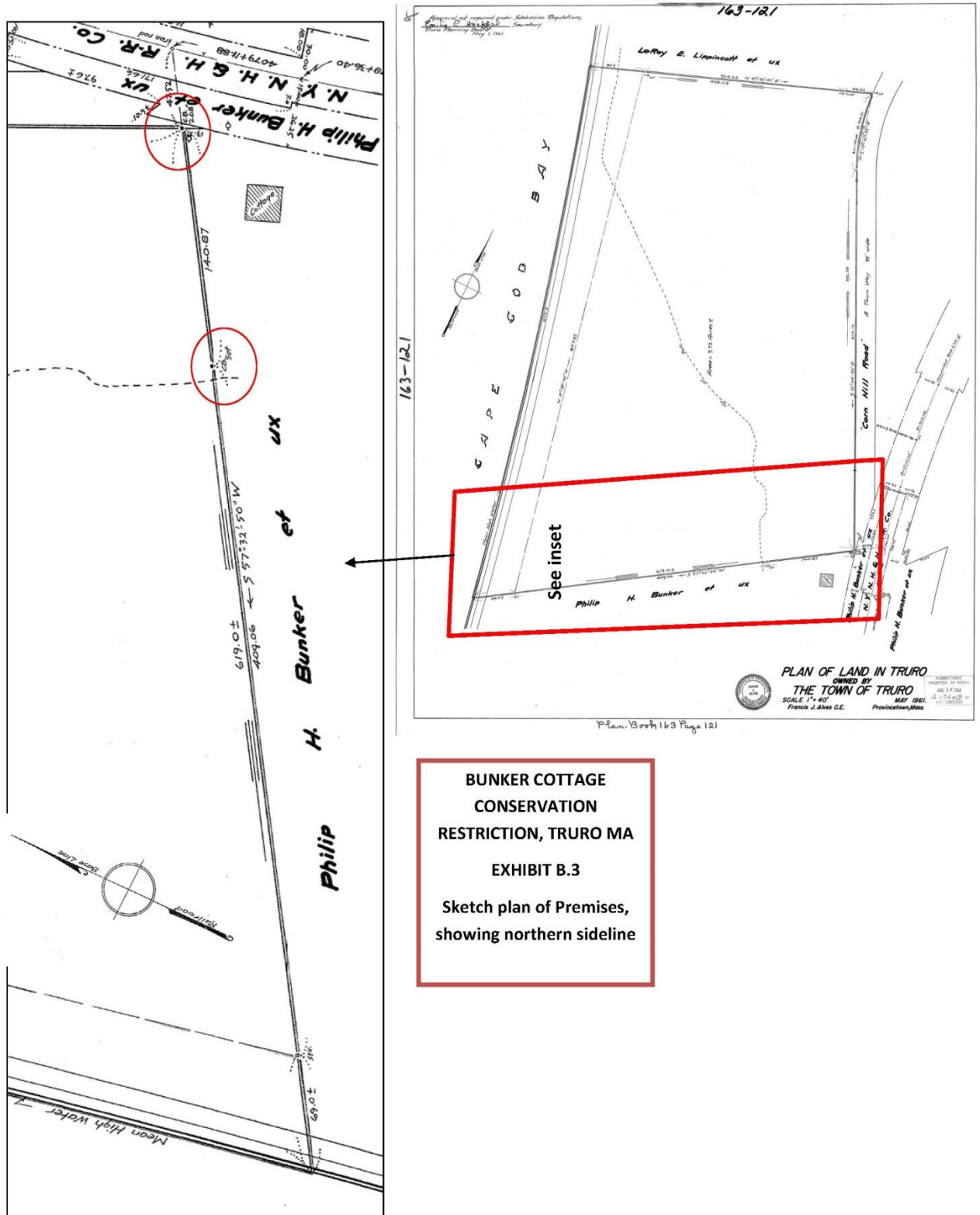
EXHIBIT B.2

Sketch plan of Premises,
showing Parcel #2

NOTE: Bunker & Morfit Parcel #2 is shown in yellow and does have a survey plan for it, attached to Deed 794-104 (109)



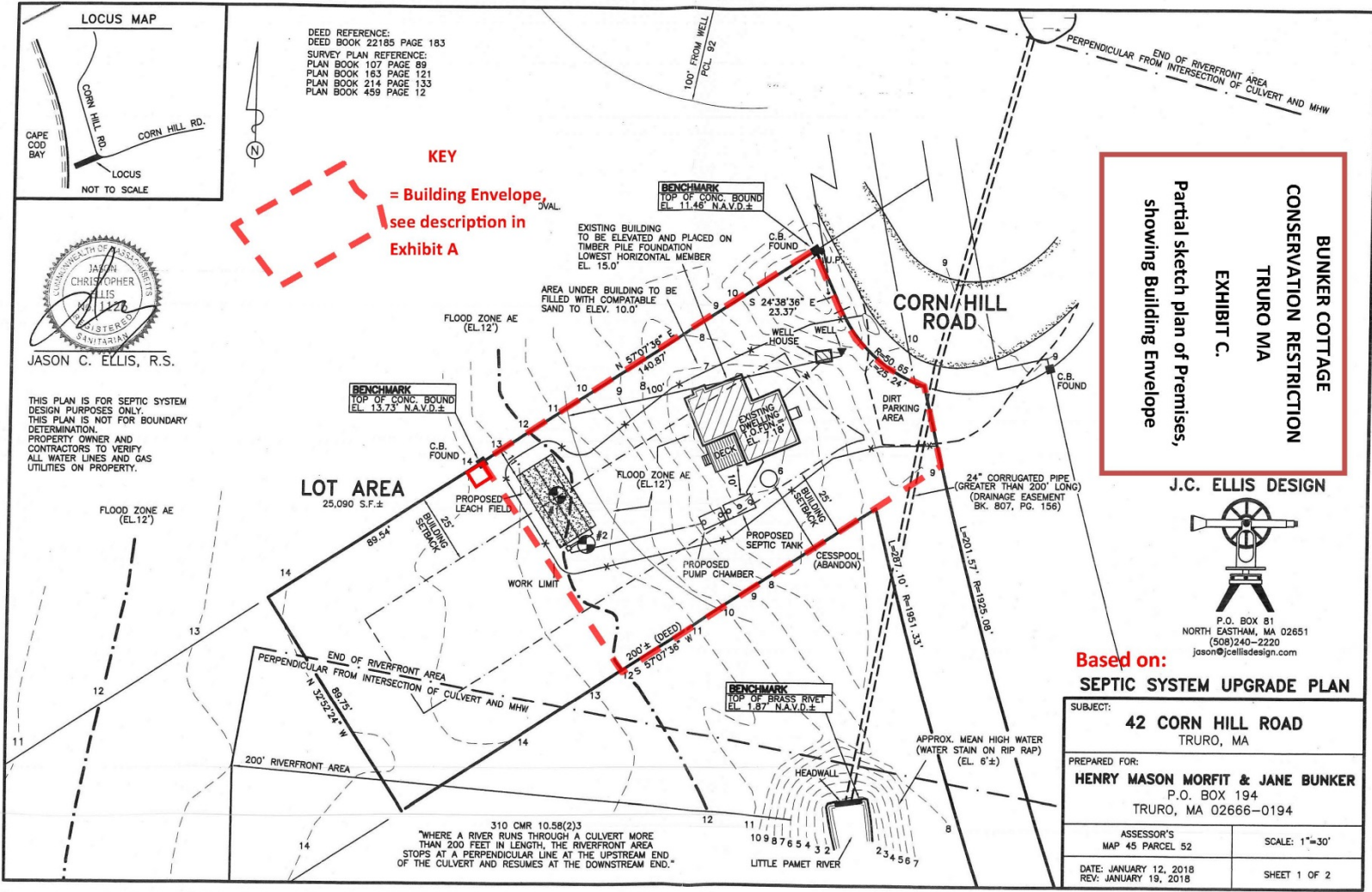
CORN HILL BEACH COTTAGE CONSERVATION RESTRICTION
TRURO, MA

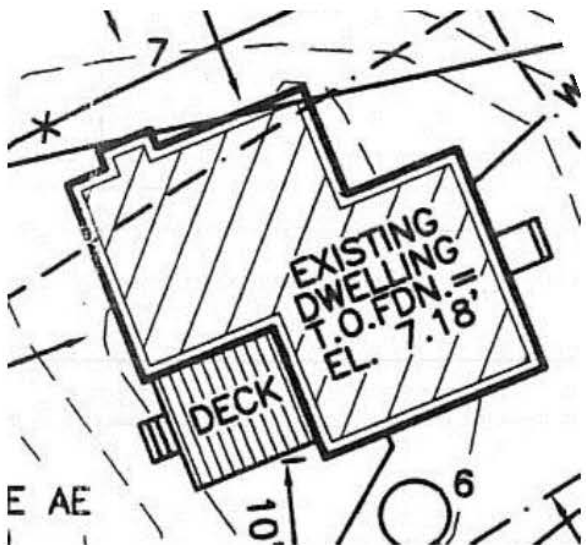
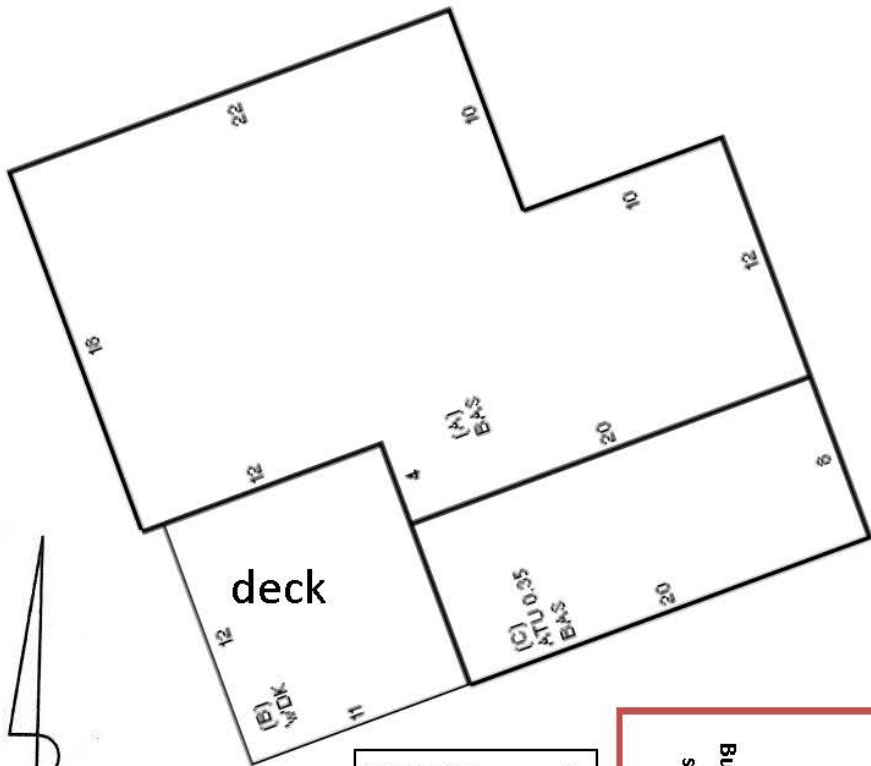


**BUNKER COTTAGE
CONSERVATION
RESTRICTION, TRURO MA**


EXHIBIT B.3

Sketch plan of Premises,
showing northern sideline





SOURCE:

J.C. ELLIS DESIGN  P.O. BOX 81 NORTH LECTING, MA 02651 5081240-2222 jellis@jcelldesign.com	
SEPTIC SYSTEM UPGRADE PLAN	
SUBJECT: 42 CORN HILL ROAD TRURO, MA	
PREPARED FOR: HENRY MASON MORFIT & JANE BUNKER P.O. BOX 194 TRURO, MA 02666-0194	
ASSESSOR'S MAP 46 PARCEL 52	SCALE: 1"=50'
DATE: JANUARY 12, 2010 REV: JANUARY 19, 2019	SHEET 1 OF 2

SOURCE:

FY2019 Town of Truro Assessors' Office, field card for 42 Corn Hill Road; perimeter measurements given in feet

**BUNKER COTTAGE
CONSERVATION RESTRICTION
TRURO MA
EXHIBIT D.**
Sketch of cottage in Building Envelope on Premises, showing current dimensions (2019)

EXHIBIT E.
2020 Annual Town Meeting Vote
26 September 2020, Warrant Article 15



OFFICE OF TOWN CLERK
TREASURER - COLLECTOR OF TAXES
P.O. Box 2012, Truro, MA 02666-2012

Tel: 508-349-7004, Extension: 113, 114 or 126 Fax: 508-349-5505

ANNUAL TOWN MEETING, SEPTEMBER 26, 2020

ARTICLE 15: COMMUNITY PRESERVATION ACT

SECTION 1: ADMINISTRATIVE SUPPORT

To see if the Town will vote to appropriate the sum of Thirty-one Thousand, Seven Hundred and Thirty-two dollars and no cents (\$31,732.00) from Projected Community Preservation Act Surcharge Revenue for the administrative expenses of the Community Preservation Committee, or take any other action relative thereto.

Requested by Community Preservation Committee

Explanation: The Community Preservation Act and the Truro Community Preservation Bylaws permit 5% of the projected Community Preservation Act surcharge revenue to be used for management of CPC operations, as well as for workshops, seminars, membership in the Community Preservation Coalition, printing, advertising and supplies and the like. Any money remaining at the end of the Fiscal Year will revert to the Community Preservation Act Undesignated Fund Balance.

Finance Committee Recommendation	5	0	0
Select Board Recommendation	5	0	0
Community Preservation Committee Recommendation	8	0	0

SECTION 2: CONTRIBUTION TO THE AFFORDABLE HOUSING TRUST FUND

(Community Housing)

To see if the Town will vote to appropriate the sum of One Hundred Fifty Thousand dollars and no cents (\$150,000.00) from Projected Fiscal Year 2021 Community Preservation Act Surcharge Revenue, to contribute to the Truro Affordable Housing Trust Fund, and to enter into a grant agreement to set forth the terms and conditions thereof, or take any other action relative thereto.

Requested by Truro Housing Authority

Explanation: If money is immediately available to the Housing Authority, then the Housing Authority will be able to act on opportunities that would be lost if the Housing Authority had to wait for Town Meeting or beyond to request money for a legitimate Community Housing project. The Housing Authority requests use of the Trust Fund money from the Select Board, who approves the request as the Trustees of the Affordable Housing Trust Fund.

Finance Committee Recommendation	2	0	3
Select Board Recommendation	5	0	0
Community Preservation Committee Recommendation	6	2	0

SECTION 3: LOWER CAPE HOUSING INSTITUTE

(Community Housing)

To see if the Town will vote to appropriate the sum of Fifteen Thousand dollars and no cents (\$15,000.00) from Projected Fiscal Year 2021 Community Preservation Act Surcharge Revenue to contribute to the cost of, and thereby support, for the continuance of the Community Development Partnership sponsored Lower Cape Housing Institute and to enter into a grant agreement to set forth the terms and conditions thereof, or take any other action relative thereto.

Requested by the Community Development Partnership

Explanation: The Community Development Partnership (CDP) is offering the Lower Cape Housing Institute for a fourth year. The CDP is seeking contributions from the eight participating towns toward the costs of continued training and technical assistance over the next two years. CDP's aim is to develop better

understanding of Community Housing needs and to support the towns in meeting their housing production goals.

Finance Committee Recommendation	2	0	3
Select Board Recommendation	5	0	0
Community Preservation Committee Recommendation	6	0	2

SECTION 4: RESTORATION OF HIGHLAND HOUSE MUSEUM PHASE 5

(Historic Preservation)

To see if the Town will vote to appropriate the sum of One Hundred, Forty-four Thousand and Four Hundred, Seventy-one dollars and no cents (\$144,471.00) from Projected Community Preservation Act Surcharge Revenue for the fifth phase of the preservation and restoration of the Highland House Museum with installation of secure roof with historic authenticity, and to enter into a grant agreement to set forth the terms and conditions thereof, or take any other action relative thereto.

Requested by Truro Historical Society

Explanation: The Highland House Museum Phase 5 will complete the historic restoration project with the installation of a new, historically authentic roof with red cedar shingles, wooden trim and copper flashing.

Finance Committee Recommendation	2	3	0
Select Board Recommendation	5	0	0
Community Preservation Committee Recommendation	8	0	0

SECTION 5: HISTORIC PROPERTIES INVENTORY

(Historic Preservation)

To see if the Town will vote to appropriate the sum of Forty-seven Thousand, Five Hundred, Fifty dollars and no cents (\$47,550.00) from Projected Fiscal Year 2021 Community Preservation Act Surcharge Revenue to update the Historical Inventory to include eligible structures and midcentury modern homes not previously included in the plan, and to enter into a grant agreement to set forth the terms and conditions thereof, or take any other action relative thereto.

Requested by Truro Historical Commission

Explanation: The Historical Commission's goal is to update the historical inventory of all buildings and structures over 75 years old. This will include the mid-century modern houses and structures that have become eligible for historical designation since the last inventory compiled in Fiscal Year 2010. The Historical Commission's consultant will compile "Form B" inventories — fact sheets on historic properties in Truro — which are stored at the Truro Public Library and are available online at the Massachusetts Historical Commission's website: www.mhc-macris.org (Massachusetts Cultural Resource Information System).

Finance Committee Recommendation	0	5	0
Select Board Recommendation	2	3	0
Community Preservation Committee Recommendation	8	0	0

SECTION 6: PRESERVATION AND RESTORATION OF BUILDING T-5

(Historic Preservation)

To see if the Town will vote to appropriate the sum of One Hundred, Sixty-five Thousand dollars and no cents (\$165,000.00) from projected Fiscal Year 2021 Community Preservation Act Surcharge Revenue for the preservation and restoration of Building T-5 at the former Air Force Base, and to enter into a grant agreement to set forth the terms and conditions thereof, provided that no grant funds may be released until the grantee has entered into a long-term lease of the building, or take any other action relative thereto.

Requested by Payomet Center for the Performing Arts

Explanation: The Payomet Center for the Performing Arts will stabilize the building, restore the NCO hall for use, bring systems up to code, and remove unsafe parts of the original structure in order to create a year-round space suitable for performances and Town events.

Finance Committee Recommendation	0	5	0
Select Board Recommendation	0	4	1

Community Preservation Committee Recommendation	8	0	0
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SECTION 7: ACQUISITION OF 42 CORN HILL ROAD

(Open Space and Historic Preservation)

To see if the Town will vote to repurpose the sum of One Hundred, Forty-five Thousand dollars and no cents (\$145,000.00) from the Fiscal Year 2019 sum (\$192,000.00), approved at Annual Town Meeting 2018 to purchase 2 Kill Devil Rd, to be made available for purchase of 42 Corn Hill Rd. (Map 45, Parcel 52), a 1.28 acre property to be held by conservation restriction as Open Space and to preserve the 716 square foot historic cottage, which was built in 1890 and has served as an ice house for the New Haven RR, a boathouse, and as the summer home of the Bunker family, and to enter into a grant agreement to set forth the terms and conditions thereof, or take any other action relative thereto.

Requested by Truro Conservation Trust

Explanation: The Truro Conservation Trust proposes to use the money as a part of the purchase of 42 Corn Hill Road, which will complete a contiguous open space area from Corn Hill Beach south across the mouth of the Pamet River to Fisher Road. A conservation restriction will be placed on the lot to preserve it in perpetuity. The Trust has an agreement for a 33-year lease of the historic cottage on the lot to the Truro Center for the Arts at Castle Hill for seasonal use by their guest artists and teachers. Castle Hill will also be responsible for the maintenance of the house, thereby, preserving an historic building.

Finance Committee Recommendation	0	5	0
Select Board Recommendation	0	5	0
Community Preservation Committee Recommendation	8	0	0

SECTION 8: ADDITIONAL FUNDING FOR PUMA PARK ENHANCEMENT

(Recreation)

To see if the Town will vote to repurpose the sum of Twenty-six Thousand, Five Hundred dollars and no cents (\$26,500.00), previously approved at Annual Town Meeting 2016 for Fiscal Year 2017 use to improve Snow's Park/Town Green, to be made available for additional, multi-generational equipment for Puma Park or take any other action relative thereto.

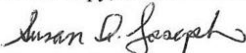
Requested by the Truro Commission on Disabilities

Explanation: The three-year period of the agreement between the Town and the Truro Commission on Disabilities for the project to improve accessibility to Snow's Park/Town Green has expired, and the Commission was unable to proceed with the plan because the property, abutting the Pamet River, is in the area of critical environmental concern (ACEC). Repurposing the money is an acceptable use of funds that will become immediately available for Puma Park for installation of adult exercise stations.

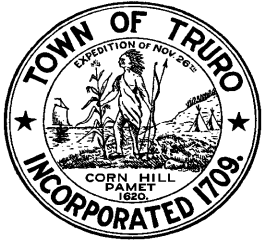
Finance Committee Recommendation	5	0	0
Select Board Recommendation	5	0	0
Community Preservation Committee Recommendation	8	0	0

Motion made to indefinitely postpone, motion was seconded, motion failed. Motion made to vote all sections of Article 15 as one, discussion ensued, motion made to amend said motion to move Section 2 out of Article 15 for separate vote and discussion, discussion ensued, called to question, amendment fails. Motion to vote Article 15 as one passes by majority. Motion made to vote Article 15 as amended, motion seconded, Article 15 passes by majority.

A true copy, attest:



Susan A. Joseph
Temporary Town Clerk, Town of Truro
October 23, 2020



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Darrin Tangeman, Town Manager

REQUESTED MEETING DATE: January 26, 2021

ITEM: 2020 Annual Town Report Cover and Dedication

EXPLANATION: Each year staff requests suggestions from the Board on a cover/ theme for the Annual Town Report and for the report dedication. Previous covers and themes have included Puma Park, town beaches, the Pamet River, and the elders of the community. Prior dedications of the book have been for either members of the community, or to staff for years of service.

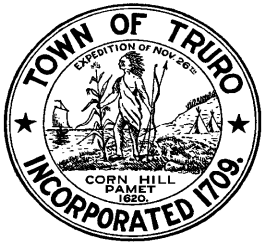
For the 2020 Annual Town Report, staff offers the following suggestions to be considered by the Board, in addition to any suggestions Board members may bring forward:

- theme and cover related to the first responders, health and healthcare workers, after their extraordinary efforts in 2020.
- dedication to Cynthia Slade, retired Clerk/ Treasurer/ Collector, for her decades of service.

IMPACT IF NOT APPROVED: If the cover is not decided upon at this meeting it can be determined at a later meeting. The Annual Town Report must be ready two weeks prior to Annual Town Meeting.

SUGGESTED ACTION: *MOTION TO approve _____ as the cover and theme for the 2020 Annual Town Report and motion to dedicate the report to _____.*

ATTACHMENTS: None



TOWN OF TRURO

Select Board Agenda Item

BOARD/COMMITTEE/COMMISSION: Select Board

REQUESTOR: Kristen Reed, Vice-Chair and Susan Areson, Clerk

REQUESTED MEETING DATE: January 26, 2021

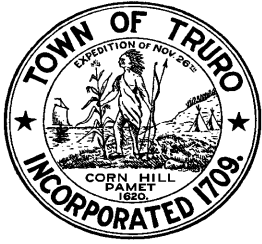
ITEM: Further Discussion of Multi-Member Bodies Recruitment and Committee Reports

EXPLANATION: Vice-Chair Reed and Clerk Areson continue to spearhead efforts for recruitment for vacancies of Town Board/ Committees/ Commissions. They will update the Board on their efforts and will propose a schedule for multi-member body chairs to attend Select Board meetings to provide specific information and updates. The purpose of this update is to provide the Select Board, Town Manager, and residents of Truro with a summary of the multi-member body's activities and goals.

FINANCIAL SOURCE (IF APPLICABLE): N/A

SUGGESTED ACTION: Discussion.

ATTACHMENTS: NONE



TOWN OF TRURO

Select Board Agenda Item

BOARD/COMMITTEE/COMMISSION: Select Board

REQUESTOR: Robert Weinstein, Chair

REQUESTED MEETING DATE: January 26, 2021

ITEM: Review and Possible Modification of the Community Process for the Walsh Property Plan Final Draft Process Design

EXPLANATION: At the January 12, 2021 meeting, Select Board members requested that the role of the liaison as outlined on pages 3 and 4 of the Community Process for the Walsh Property Plan Final Draft Process Design be discussed. Amendments to the language may be considered during the discussion and will require a vote of the Board.

The Walsh Property Plan Final Draft Process Design was developed with the assistance of Stacie Smith, Managing Director, of the Consensus Building Institute over a series of Select Board meetings in 2019 and was approved at the January 14, 2020 meeting. The document outlines the purpose, task, composition, meeting conduct, etc. of the Walsh Property Community Planning Committee.

SUGGESTED ACTION: *MOTION to amend the Walsh Property Plan Final Draft Process Design as follows: {insert alternative language here}.*

ATTACHMENTS:

1. Community Process for the Walsh Property Plan Final Draft Process Design (Adopted January 14, 2020)

Community Process for the Walsh Property Plan Final Draft Process Design

Overview

At its Annual Town Meeting in April 2019, and ratified by ballot in May 2019, the people of Truro authorized the purchase of the Walsh property for the Town of Truro, to be used for general municipal purposes. The article further authorized and directed the Board of Selectmen to create a committee, to include citizen representatives from diverse sectors of the community, to lead a community wide process, beginning in June 2019, to engage a wide range of Truro residents in developing plans for the use of the property to be presented at a future town meeting for approval.

On June 27, 2019, the Town hosted a public forum to kick-off this community process. The Consensus Building Institute (CBI) was asked to help design, facilitate, and document the forum. The forum was designed to elicit initial public interests and concerns about the use of the Walsh property, and begin to explore process needs, opportunities, and suggestions to guide the creation of a committee to engage the community in developing a master plan for the future use of the property. At the suggestion of forum participants, the planning team created a survey to solicit input on those questions from additional community members to the questions posed to participants at the forum. The Town Manager publicized the survey and made it available online and in hard copy to the public between July 12 and August 15, and the responses from the forum and the survey were synthesized into a summary that was then released to the public.

As a next step, CBI was asked to build on that community input to recommend an approach for the committee and community wide process. The following is a draft of a recommended approach, to be refined based on further input from the community and the Board of Selectmen.

Walsh Property Community Planning Committee (WPCPC) Purpose and Task

The purpose of the Walsh Property Community Planning Committee (WPCPC) is to guide the development of plans for the use of the Walsh property. The WPCPC's mandate is:

- a) to embody, engage and include the full range of perspectives (interests and concerns, as well as geographic and demographic groups) of the town of Truro.
- b) to undertake, analyze and synthesize public input and widespread outreach to maximize involvement, understanding and support for the resulting plan and its implementation.
- c) drawing on active public input and engagement, to develop broad criteria for success, develop and evaluate a range of options and approaches, and ultimately seek consensus for plans based on these criteria for the use of the property to be presented to town meeting.

Community Members and Alternates:

- a) The role of Community Members is to actively participate in all discussions and deliberations on all topics, and to participate in making consensus recommendations to go to Town Meeting, the Select Board, and other decision-making entities. Meetings will be structured to provide first priority for community member input in discussions.
- b) Members will include **8-12 representatives, plus alternates, of community constituencies from the town of Truro**, who collectively represent the balanced and broad range of perspectives, preferences and demographics of Truro. These will include the following categories and demographics:
- part-time (6 months or more)
 - seasonal residents
 - year-round residents
 - tradespeople
 - youth / students
 - young families
 - senior residents
 - local business owners
 - cultural and arts institutions
 - abutters (including the school)
 - people interested in housing/affordable housing opportunities
 - people interested in conservation and open space needs
 - people interested in the environment, habitat, and ecosystems
 - people interested in recreation opportunities
 - people interested in other development needs
- c) Members may be from existing Truro Boards and Committees, as long as those boards and committees do not have official authority over components of the plan. Examples are:
- Open Space Committee
 - Council on Aging
 - Recreation Commission
 - Climate Action Committee
 - Bike and Walkways Committee
 - Local Comprehensive Plan Committee
 - Truro School Committee
 - Water Resources Oversight Committee
 - Truro Housing Authority
- d) Although they are selected to help represent a set of perspectives and demographics, members will serve as individuals, rather than as official liaisons to any particular group.

One individual might represent multiple categories. Collectively, they should also represent a mix of experience, substantive knowledge, areas of expertise, and geographic and demographic diversity within the town.

- e) All members will be expected to possess interest in the topics under consideration, as well as to demonstrate commitment to working collaboratively and productively on behalf of the WPCPC's objectives. All individuals interested in serving on the WPCPC should demonstrate how they meet the following criteria:
- Credibility and capacity to represent the demographics and/or articulate the perspectives they seek to represent
 - Willingness and capacity to engage in respectful and constructive dialogue with other participants, maintain an open mind, and seek creative options that respond to the interests of other participants as well as their own interests
 - Contribution to the diversity of experience, knowledge, expertise, geography, and demographics
 - Willingness and interest in attending all meetings, thoughtfully listening to public and constituent perspectives, and participating actively in discussions.
- f) Interested individuals will be asked to apply to participate in the WPCPC, and to specify which (one or more) of the above categories they can help to represent, using an adapted version of the town's standard Application to Serve form. This may include sharing their current wishes and vision for the site, in order to ensure that the range of perspectives is included. Applicants will be screened by CBI, serving as the neutral facilitation team, based on the criteria above. Interviews may be requested. CBI will offer recommendations to the Select Board, who will then appoint members.
- g) Additional members within each of these categories may be appointed as alternates in the same way. In the absence of a primary member, an alternate who shares similar attributes or perspectives may serve as a stand-in for that member and assume all the rights and responsibilities of the absent member. Alternates will be expected to keep up to date on all deliberations and fill in without disruption.
- h) The WPCPC will be an official Town body, and all members will be subject to state and town regulations governing such town bodies, including freedom from conflicts of interest and adherence to open meeting law.

Liaisons:

- a) A second category of participants in the WPCPC are *liaisons* from chartered town commissions and boards with official regulatory or decision-making roles. The role of liaisons is to actively participate in discussions and deliberations on topics that are relevant to their expertise, interests, and responsibilities. Liaisons are also charged with bringing ideas and concerns of their committee or board to WPCPC discussions and inform their fellow committee/board members about WPCPC deliberations. However, participation of

liaisons should not undermine their ability to perform their regulatory responsibilities, and should not outweigh deliberation among members. Further, liaisons will not be asked to weigh in on agreement-seeking consensus recommendations.

b) The following entities may be invited to appoint a liaison.

- Select Board
- Historical Commission
- Planning Board
- Conservation Commission
- Board of Health
- Zoning Board of Appeals
- Finance Committee

c) Additional entities may be invited to share their perspectives or knowledge, either at meetings or through engagement between meetings, at the determination of the WPCPC. For example, since the Walsh property is adjacent to the school, the WPCPC should ensure that input & feedback from teachers, administrators & students be sought out throughout the process.

Technical and Expert Advisors:

- a) Town of Truro staff and departments will serve as technical advisors to the WPCPC, as needed and requested by the participants. These may include the Town Manager’s office, Planning, Public Works, Health, Conservation, Public Safety, and others. Technical advisors will help members and the public understand 1) the existing site conditions, including topography, environmental conditions, zoning, and structural engineering 2) the planning, legal, regulatory, financial, economic, and natural resource implications of options being explored for use of the property, and 3) any other information needs requested by the WPCPC within the expertise of town staff.
- b) To the extent the WPCPC determines a need for information outside of the available or acceptable expertise of town staff, they can request it. If funding for such advice is needed, the WPCPC can request support from the Select Board to enlist additional expertise.

Decision Making

- a) The WPCPC, to the extent possible, will ***operate by consensus***, which is defined as unanimous concurrence of the primary members, or in the absence of a primary, his or her alternate. Members may also “abstain,” or stand aside. Abstaining means not offering consent or endorsement, but also not blocking an agreement. Abstaining members will not be counted in determining if consensus has been reached.

- b) If a member disagrees with a proposal, he or she must make every effort to ***offer an alternative satisfactory to all members***. Members should not block or withhold consensus unless they have serious objections to the proposal and can articulate the reasons for those objections. Consent means that members can accept, even if reluctantly, the package that emerges. The goal of the WPCPC is to reach consensus, recognizing that not all members will be equally satisfied with the outcome.
- c) If there are issues or topics where consensus cannot be reached, the final plan will include the majority view, with clear identification of areas where there was no consensus, explain the members' differences clearly, accurately, and fairly, and include alternative approaches suggested by dissenting members.
- d) Liaisons will participate actively in the deliberations, explain and advocate based on their knowledge and expertise, seek creative solutions, participate in drafting alternatives and other written documents, as needed, and provide background information. However, they will not take part in the final consensus on recommendations.

WPCPC Meetings

- a) All WPCPC meetings will be conducted in accordance with Massachusetts Open Meeting Law, and WPCPC members will be required to participate in training on Open Meeting Law requirements. They will be open to the public and posted in advance according to Town procedures. Discussion at the meetings will be conducted primarily by members of the WPCPC. There will be a public comment period at least once during each meeting. Time allowed for public comment will be limited to ensure that other meeting topics can be covered.
- b) In order to achieve its objectives in the allotted time, the facilitators and WPCPC members may communicate between meetings to follow up and update on action items, use internet polling, email, and other technology to collect and disseminate information and input, and otherwise move the process forward, within the constraints of Open Meeting Law. In order to conform to Open Meeting Law, no deliberation, decisions, or agreements will be made outside of WPCPC meetings.
- c) Materials relevant to the meeting agenda will be provided in compliance with Open Meeting Law, which requires notice of meetings at least 48 hours in advance, containing the date, time, and location of the meeting and listing all topics that the chair reasonably anticipates will be discussed. Meeting minutes of WPCPC meetings will be prepared by the facilitators in compliance with Open Meeting Law and Public Records Law requirements, including:
 - the date, time and place of the meeting;
 - the members present or absent;
 - the decisions made and actions taken, including a record of all votes;
 - a summary of the discussions on each subject;

- a list of all documents and exhibits used at the meeting; and

After review and approval by the members, meeting minutes will be corrected and made available to the public. The minutes will identify key points of discussion, action items, points of tentative agreement and next steps, and will generally be written without attribution.

- d) In order to develop shared understanding and experience of the Walsh property, members will participate in tours and field trips to all parts of the site, as needed, throughout the process.

Public Outreach and Engagement:

- a) A core task of the WPCPC will be to outreach to, engage, and synthesize public perspectives and viewpoints on all aspects of the plan. Accordingly, the WPCPC will convene a series of public meetings and engagement opportunities throughout its process. This might include leading public tours of the Walsh property, convening public forums to elicit ideas, share information, and evaluate options, and presentations or targeted outreach to particular groups or community events to ensure the full range of community members are invited and empowered to participate in the process. The initial work plan offers suggestions for sequencing these activities within WPCPC deliberations – this plan will be refined by the WPCPC throughout the process.
- b) The town will engage in outreach to the community to inform them about the Community Process, including investing in significant outreach to highlight the opportunity to apply to serve on the WPCPC, as well as opportunities to participate in public meetings throughout the process. Outreach strategies should include email blasts, social media postings, postcards to town households, among other tools – WPCPC members will help expand and refine the public engagement and outreach strategy throughout the process.
- c) To the extent possible, WPCPC meetings will be filmed and televised by Government TV and footage will be made available to the public subsequent to each meeting. Live streaming options will be considered.
- d) The town will post all meeting materials on a designated webpage, to allow clear and easy citizen access. Agendas will be posted in advance, meeting materials as soon as possible, and summaries once they are approved. Interested residents can also opt into an email listserve to receive materials directly via email. Updates will also be provided at Select Board meetings.

Safeguards and Ground Rules for Participation

- a) Participants will commit to the principles of decency, civility, and tolerance. Each person will be respectful, and refrain from making personal attacks, name calling, distributing personal or inaccurate information about other participants, and other such negative behaviors.
- b) Participants will not attribute statements to others involved, seek to present or represent the views or position of other members or alternates, nor attempt to speak on behalf of the group as a whole in or to the media. "Media" for these purposes includes the press, television, radio, websites, blogs, social media applications or sites, and any other public information distribution mechanism. WPCPC members will abide by these ground rules in all communications during the process in and out of WPCPC meetings.
- c) Members on the WPCPC also agree to the following.
 - Speak to the interests and concerns they are helping to represent as accurately and thoroughly as possible, and work to ensure that any recommendations developed by the group meet the needs of the town as a whole.
 - Arrive at the meetings prepared to discuss the issues on the agenda, having reviewed the documents distributed in advance.
 - Be constructive and maintain an open mind. Strive throughout the process to bridge gaps in understanding, to seek resolution of differences, and to pursue the goal of achieving consensus on the content of the potential alternatives under discussion.
 - Only one person will speak at a time and no one will interrupt when another person is speaking.
 - Each person will make every effort to stay on track with the agenda and avoid grandstanding and digressions.
 - Make a good faith effort to participate in all scheduled meetings or activities.

Facilitation:

- a) The Town of Truro should enlist support from a neutral, external facilitation team. Facilitators should be responsible for helping to ensure that the process runs smoothly, developing draft meeting agendas, preparing and distributing draft and final summaries, generating draft agreements, and helping the parties resolve their differences and achieve consensus, to the extent possible, on the issues to be addressed by the WPCPC. They may use any number of techniques to help ensure that everyone has the opportunity to speak,

that comments are kept to a reasonable length of time, and that subjects under discussion are provided sufficient time and focus for progress. The facilitator should be responsible for implementing the agenda and keeping participants on track.

- b) The facilitators should have no stake in the outcomes of the process. Neutral facilitators have no decision-making authority and cannot impose any solution, settlement, or agreement among any or all of the parties. They should abide by the Ethical Standards of the Association of Conflict Resolution. In part, these standards require that: “The neutral must maintain impartiality toward all parties. Impartiality means freedom from favoritism or bias either by word or by action and a commitment to serve all parties as opposed to a single party.”
- c) For purposes of complying with Open Meeting Law, the WPCPC may designate one or more Chairs.
- d) The facilitators will be available to consult confidentially with participants during or between meetings. Facilitators, if asked, are required to hold confidences even if that means withholding information that the facilitators would prefer to be made available to the full group.

Initial Draft Workplan:

- a) The WPCPC will aim to meet monthly (or bi-monthly) at dates and times to be determined by the group, as well as at other dates and times as needed. Public meetings or tours may require more time or may take place during the day.
- b) Workshops, public forums, and informational meetings to broader constituencies will also be scheduled in coordination with WPCPC members.
- c) Actual dates and schedule will be determined and revised by the WPCPC. For illustrative purposes, a potential schedule might look as follows:

WPCPC Meeting One: Convening

- Meet group members, the project team, and liaisons
- Committee Organization
- Initiate and refine WPCPC process and operating protocols
- Present overview of existing site information
- Identify initial outcome goals and success criteria
- Identify additional information data needs

WPCPC Site Visit: Group Tour

- Group tour to view and understand Walsh property

WPCPC Meetings Two (or more as needed)

- Debrief Site Visit
- Prepare agenda and methodology for a Public Visioning workshop
- Review additional data collected, discuss impacts

Public Visioning Workshop

- WPCPC/Public tour(s) of site pre-meeting
- Present existing site information
- Elicit range of public interests and priorities for the site
- Refine the set of success criteria for evaluating options and alternatives for planning for the site

WPCPC Meetings Three-Six (or more as needed)

- Review/synthesize information gathered from visioning session
- Review additional data collected, discuss impacts
- Brainstorm, Explore, and Evaluate range of options for site plan
- Develop a set of option packages for the site

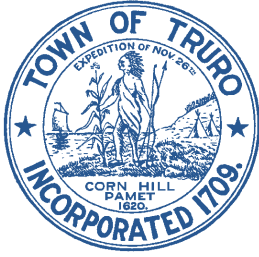
Public Evaluation Workshop

- WPCPC/Public tour(s) of site pre-meeting
- Present additional data
- Public evaluation and refining of options packages

WPCPC meeting Seven (more as needed)

- Refine outcomes from Public Evaluation
- Identify and refine top package(s)

Refine as needed



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

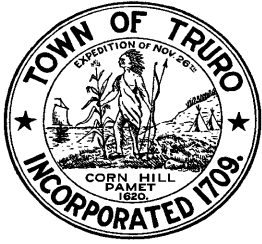
Tel: 508-349-7004, Extension: 110 or 124 Fax: 508-349-5505

8. **CONSENT AGENDA**

A. Review/Approve and Authorize Signature:

1. *Curb Cut Application-41 Truro Center Road-Austin Rose III*
2. *2021 Bulldog Fire Apparatus-Ambulance Purchase Order*

B. Review and Approve Select Board Minutes: December 15, 2020 and December 21, 2020



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: January 26, 2021

ITEM: Application for a Curb Cut Permit

EXPLANATION: Austin Rose III has submitted an application for a curb cut at 41 Truro Center Road. Per DPW Director Cabral's memo, the driveway will be installed with locally sourced sand (fill) and reclaimed asphalt and will not overlap onto the abutting property. No historic documents regarding the existing access on the parcel are on file with the Building Department or DPW office.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Applicant shall not be permitted to create/use the proposed curb cut.

SUGGESTED ACTION: *Motion to approve the proposed curb cut located at 41 Truro Center Road and Authorize the Chair to sign.*

ATTACHMENTS:

1. Application for Curb Cut Permit, DPW Director Memo, Site and Sewage 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: 12-10-20

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

RCVD 2020DEC14 PM1122
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:

Owners Name(s) (Please Print): Austin L Rose III

Address: Pobox 214 Truro Ma. 02666

Phone Number: 

Email Address: _____

Curb Cut Street Location: 41 Truro Center Rd

Affected Town or State road: _____

Truro Assessor's Map Number: 46 Parcel Number: 336

Name of contractor: Austin L Rose III

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: Austin L Rose III

Owner's Signature (if different): Austin L Rose III Date: 12-10-20

Owner's Address (if different): _____

Application for a Curb Cut Permit

Page 2

Director, Department of Public Works Preliminary Approval:

Approved Disapproved Not Applicable

Director, Department of Public Works

Date

14 Dec 2020

Chief of Police Approval:

Approved Disapproved Not applicable

Chief of Police

Date

December 29, 2020

Health and Conservation Agent:

Approved Disapproved

Health & Conservation Agent

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

Things To Do

I Did this
late 80's 90's
Early

Town Garage
Gave Me OK to keep
them
+ Removed Poles
+ Rails Build
Drive way

Arthur L. Rossett



SEAMEN'S BANK

MEMBER FDIC

www.seamensbank.com



TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

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

Memorandum

To: Jamie Calise, Interim Town Manager
From: Jarrod J. Cabral, Department of Public Works Director
Date: December 14, 2020
Subject: Curb Cut – 41 Truro Center Rd.

The applicant for the proposed curb cut located at 41 Truro Center Rd confirmed by phone that the driveway will be installed with locally sourced sand (fill) and reclaimed asphalt for a base material. As proposed the driveway will not overlap onto the abutting property. In addition, the applicant was reminded to maintain the roadway asphalt berm during construction. It is important to note that no historic documents regarding the existing access on the parcel are on file with the Building Department or DPW office.

Sincerely,


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

FELCO, INC.

ENGINEERING - LAND SURVEYING

P.O. BOX 1366 ORLEANS, MA 02653
(508) 255-8141 WWW.FELCOENGINEERING.COM

PLAN REFERENCES:

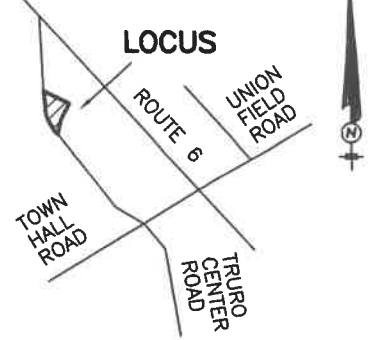
DEED BOOK 8429 PAGE 8
PLAN BOOK 446 PAGE 37

LEGEND

- EXISTING CONTOUR
- TEST HOLE
- ○ ○ PROPOSED SEPTIC TANK
- ● — PROPOSED CONTOUR
- ▽ PROPOSED WELL

LOCUS

(NO SCALE)



PCL. 335

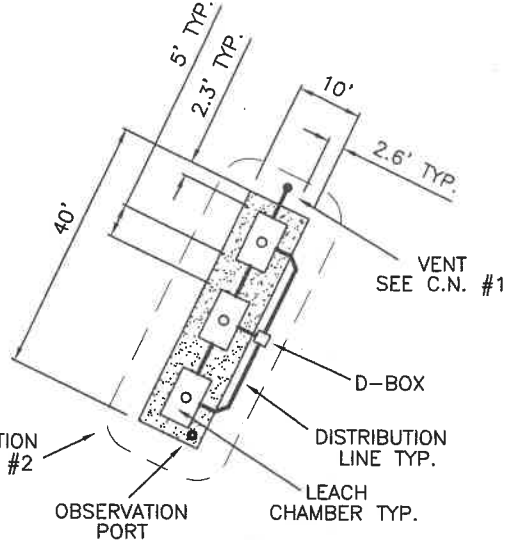
BENCHMARK
TOP OF CONCRETE BOUND
EL. 66.0' MSL±

PROPOSED LEACH AREA
(SEE DETAIL)

PROPOSED DWELLING
T.O. FDN. = EL. 47.0'
PORCH

LOT 6
40,686± SF.
(0.93± AC.)

PCL. 265



LEACH AREA DETAIL
NO SCALE

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.

SITE & SEWAGE PLAN

LOCUS: **41 TRURO CENTER ROAD**
TRURO, MA

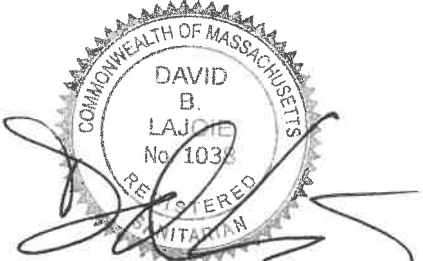
PREPARED FOR: **AUSTIN ROSE**
P.O. BOX 214
TRURO, MA 02666

REFERENCE: ASSR'S MAP **46** PARCEL **336**

SCALE : 1"=30' DATE : 9-28-2020

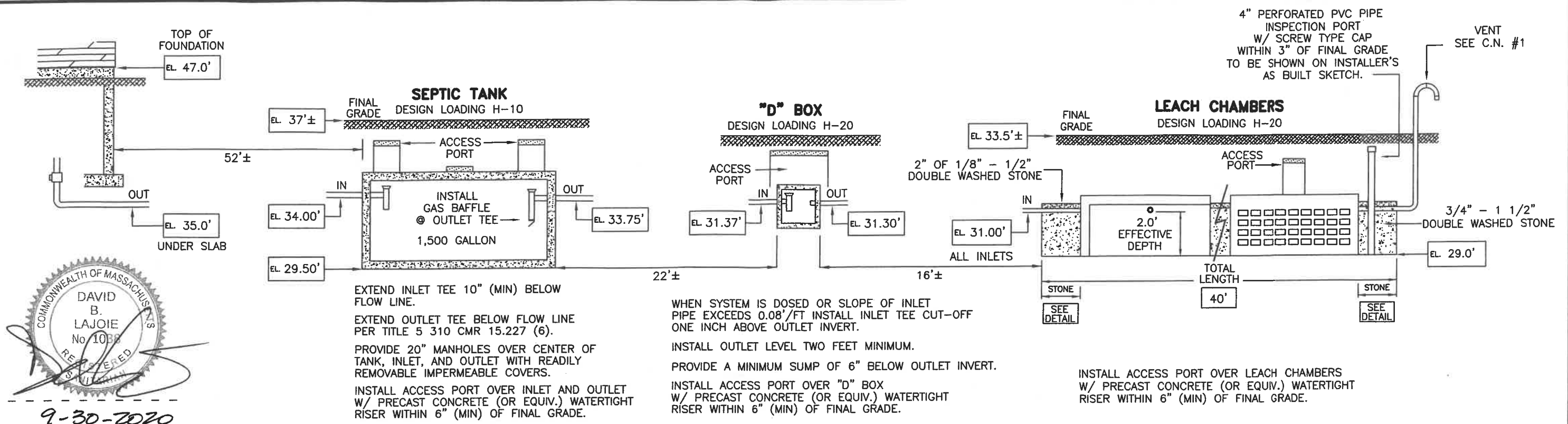
SHEET No. 1 OF 2 JOB No. 20032

REVISIONS



9-30-2020

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.



EXTEND INLET TEE 10" (MIN) BELOW FLOW LINE.
 EXTEND OUTLET TEE BELOW FLOW LINE PER TITLE 5 310 CMR 15.227 (6).
 PROVIDE 20" MANHOLES OVER CENTER OF TANK, INLET, AND OUTLET WITH READILY REMOVABLE IMPERMEABLE COVERS.
 INSTALL ACCESS PORT OVER INLET AND OUTLET W/ PRECAST CONCRETE (OR EQUIV.) WATERTIGHT RISER WITHIN 6" (MIN) OF FINAL GRADE.

WHEN SYSTEM IS DOSED OR SLOPE OF INLET PIPE EXCEEDS 0.08'/FT INSTALL INLET TEE CUT-OFF ONE INCH ABOVE OUTLET INVERT.
 INSTALL OUTLET LEVEL TWO FEET MINIMUM.
 PROVIDE A MINIMUM SUMP OF 6" BELOW OUTLET INVERT.
 INSTALL ACCESS PORT OVER "D" BOX W/ PRECAST CONCRETE (OR EQUIV.) WATERTIGHT RISER WITHIN 6" (MIN) OF FINAL GRADE.

INSTALL ACCESS PORT OVER LEACH CHAMBERS W/ PRECAST CONCRETE (OR EQUIV.) WATERTIGHT RISER WITHIN 6" (MIN) OF FINAL GRADE.

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

DEEP OBSERVATION HOLE LOG

1. EL. 33.0' DATE: 9-18-2020 SOIL EVALUATOR: D. LAJOIE HEALTH DEPT. WITNESS: A. DAVIS

DEPTH	LOWEST ELEVATION	HORIZON	TEXTURE	STRUCTURE	MOTTLING	CONSISTENCE
0.0'	32.0'	Cf	FILL			
1.0'	31.5'	A	LOAMY SAND	NO	NO	LOOSE
1.5'	31.5'	A	LOAMY SAND	NO	NO	LOOSE
2.5'	30.5'	B	LOAMY SAND	NO	NO	LOOSE
10.5'	22.5'	C	MEDIUM SAND	NO	NO	LOOSE
PERC @ 4' <2 MIN/IN						

4. EL. 34.0' DATE: 9-18-2020 SOIL EVALUATOR: D. LAJOIE HEALTH DEPT. WITNESS: A. DAVIS

DEPTH	LOWEST ELEVATION	HORIZON	TEXTURE	STRUCTURE	MOTTLING	CONSISTENCE
0.0'	31.5'	Cf	FILL			
2.5'	31.5'	Cf	FILL			
4.0'	30.0'	A	LOAMY SAND	NO	NO	LOOSE
5.0'	29.0'	B	LOAMY SAND	NO	NO	LOOSE
10.5'	23.5'	C	MEDIUM SAND	NO	NO	LOOSE
PERC RATE <2 MIN/IN						

2. EL. 32.5' DATE: 9-18-2020 SOIL EVALUATOR: D. LAJOIE HEALTH DEPT. WITNESS: A. DAVIS

DEPTH	LOWEST ELEVATION	HORIZON	TEXTURE	STRUCTURE	MOTTLING	CONSISTENCE
0.0'	31.2'	A	LOAMY SAND	NO	NO	LOOSE
1.3'	31.2'	A	LOAMY SAND	NO	NO	LOOSE
2.5'	30.0'	B	LOAMY SAND	NO	NO	LOOSE
10.0'	22.5'	C	MEDIUM SAND	NO	NO	LOOSE
PERC @ 4' <2 MIN/IN						

3. EL. 32.5' DATE: 9-18-2020 SOIL EVALUATOR: D. LAJOIE HEALTH DEPT. WITNESS: A. DAVIS

DEPTH	LOWEST ELEVATION	HORIZON	TEXTURE	STRUCTURE	MOTTLING	CONSISTENCE
0.0'	31.2'	A	LOAMY SAND	NO	NO	LOOSE
1.3'	31.2'	A	LOAMY SAND	NO	NO	LOOSE
2.5'	30.0'	B	LOAMY SAND	NO	NO	LOOSE
10.5'	22.0'	C	MEDIUM SAND	NO	NO	LOOSE
PERC RATE <2 MIN/IN						

CONSTRUCTION NOTES

- PROVIDE VENT PER 310 CMR 15.241. PROVIDE CHARCOAL FILTER ON VENT.
- 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 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.) x = GAL/DAY
 BOTTOM = (S.F.)
 USE: (3) 4.8' x 8.5' LEACH CHAMBERS
 W/ STONE AS SHOWN IN DETAIL
 = 40' LONG x 10' WIDE x 2' DEEP

FELCO, INC.
 ENGINEERING - LAND SURVEYING

JOB No : 20032	NAME : ROSE
DATE : 9-28-2020	SHEET 2 OF 2
REVISIONS :	

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.

1-9-13 Public Safety Clearing. In order to provide safe passage for safety and emergency vehicles and personnel the following standards/requirements for the clearing of vegetation of private ways (“roadways”) and driveways in excess of fifty (50) feet in length, shall be met:

1-9-13-1 The traveled way of any roadway or driveway shall be no less than eight (8) feet wide.

1-9-13-2 The combined traveled way and clearance of any obstacles including vegetation shall be no less than fourteen (14) feet.

1-9-13-3 Height clearance shall be no less than fourteen (14) feet from the road surface.

1-9-13-4 If boundaries do not allow full compliance with 1-9-13-1 and 1-9-13-2, then the required width shall be reduced to the full width the current physical boundaries allow.

1-9-13-5 Compliance Required, Violations and Penalties: Every roadway and driveway in excess of fifty (50) feet shall be in compliance with these requirements within one (1) year of the date of adoption, May 2, 2014. Those roadways and driveways not in compliance shall be subject to a penalty as described in Appendix A of these general bylaws.

(4/2013[eff 8-5-2013])

Section 10 SUNDOWN CLAUSE

Any encumbered but unexpended balance of an appropriation made for a specific purpose, except appropriations made through Capital or Debt Exclusion votes and/or proceeds from bonds or notes, shall be transferred to surplus revenue two years after the date the appropriation becomes available. Unexpended balances may be transferred earlier to surplus revenue upon receipt of a statement that the specific purpose has been accomplished and that no liabilities remain, unless any balance is earlier transferred to another use by town meeting vote, or unless a date is otherwise specified in the original appropriation vote.

The Board of Selectmen may, by majority vote, extend the expiration date upon written request from the responsible department on a year to year basis for a period not to exceed a total of five years from the date of the availability of the appropriation.

Any amount encumbered through a valid contract/Purchase Order does not fall under this by-law, only the unencumbered balance.

This by-law does not apply to funds appropriated with capital or debt exclusion votes, to funds held in trust, to funds held for a designated purpose under specific statutory authority, to funds appropriated for revolving funds, enterprise funds, or reserve funds, to the proceeds of bonds, notes and grants, to funds received as gifts, or to funds held in the stabilization fund.

(4/2012 [eff 11/21/2012])



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.

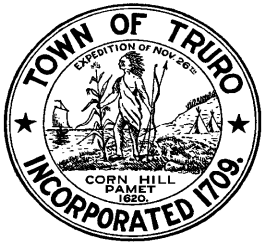
Alfred Gaechter, Chairman

Gary Palmer, Vice-Chairman

Christopher R. Lucy, Clerk

Curtis Hartman

Janet W. Worthington
Board of Selectmen
Town of Truro



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Accounting

REQUESTOR: Trudi Brazil, Town Accountant

REQUESTED MEETING DATE: January 26, 2021

ITEM: 2021 Bulldog Fire Apparatus-Ambulance Purchase Order

EXPLANATION: The borrowing authorization for the Fire department's new ambulance was approved at Annual Town Election June 30, 2020 (Ballot Question #2). The Accounting Department is requesting that the Select Board accept/approve the quote from Bulldog Fire Apparatus for a 2021 Braun Ambulance as authorized as by the favorable vote of Annual Town Election and authorize the Town Manager to sign the Purchase Order. This quote is for the chassis only. Staff anticipates that the remainder of the build out will bring the total price to approximately \$350,000 or maybe slightly more.

2020 Annual Town Meeting Warrant

Article 14: Borrowing Authorization for Ambulance

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of three hundred fifty thousand dollars (\$350,000) more or less, to pay costs of acquiring a Fire Department Ambulance, and for the payment of all other costs incidental and related thereto; provided that no sums shall be borrowed or expended hereunder unless and until the Town shall have voted to exclude the amounts needed to repay any bonds or notes issued pursuant to this vote from the limitations imposed by M.G.L. c. 59, §21C (Proposition 2 1/2), or take any other action relative thereto.

Requested by the Select Board

*Explanation: The ambulance requested will replace the existing 2001 ambulance. The existing ambulance is nearly 20 years old and is requiring more frequent repairs. It is becoming increasingly difficult to find parts for the repairs, which recently has left the ambulance out of service for longer periods of time. The new ambulance will be an Advanced Life Support (ALS) model with four-wheel drive, suitable for Truro's rural terrain. The proposed ambulance meets all current standards and codes and will include enhanced safety features for the patients and the firefighters. **This item passed***

on the June 30, 2020 ballot.

FINANCIAL SOURCE (IF APPLICABLE): The borrowing authorization approved at the 2020 Annual Town Meeting and the 2020 Annual Town Election ballot.

IMPACT IF NOT APPROVED: Truro will be unable to move forward with the purchase of the ambulance as approved at September 26, 2020 Annual Town Meeting.

SUGGESTED ACTION: MOTION TO *accept/approve the quote from Bulldog Fire Apparatus for a 2021 Braun Ambulance as authorized as by the favorable vote of Annual Town Election and authorize the Town Manager to sign the Purchase Order.*

ATTACHMENTS:

1. Town Accountant Memo, Purchase Order, Bulldog Fire Apparatus Quote, Ambulance Specs, ATE Ballot



TRURO ACCOUNTING DEPARTMENT

Memo

To: Nicole Tudor
From: Trudi Brazil *TB*
Date: 22 December 2020
Re: Request for Consent Agenda addition SB 12 January 2021 meeting

Nicole,

I respectfully request the Select Board accept / approve the quote from **Bulldog Fire Apparatus** for a **2021 Braun Ambulance** as authorize by the favorable vote on Question #3 of the June 30, 2020 Annual Town Election and authorize the Town Manager to sign the Purchase Order for same.

Thank you for your attention to this request. Please let me know if additional information is required



TOWN OF TRURO

P.O. Box 2030
Truro, Massachusetts 02666-2030
508.487.2702 fax 508.487.2762

Purchase Order No. 122220TFD1

PURCHASE ORDER

Vendor

Name Bulldog Fire Apparatus
Address 17 Winter Street, PO Box 58
City Woodville St MA ZIP 01784-0058
Phone 617.620.1682

Ship To

Name TOWN OF TRURO - FIRE/RESCUE DEPARTMENT
Address 344 Route 6 - P O Box 2013
City Truro St MA ZIP 02666-2013
Phone PH:508.487.7548 ext 12 FX:508.487.6708

Qty	Units	Description	Unit Price	TOTAL
1	ea	2021 Braun Chief XL Ram 5500 Gasoline Ambulance	\$270,600.00	\$270,600.00
* As per pricing quote dated 12/22/20 #122220TRURO Prepared for the Town of Truro *				

Payment Details

- Purchase Order
- Cash
- Account No.
- Credit Card

Name _____
CC # _____
Exp Date _____

SubTotal	\$270,600.00
Shipping & Handling	\$0.00
Taxes	Tax Exempt
	#04-6001327
TOTAL	\$270,600.00

Shipping Date

ASAP

Approval

Darrin Tangeman, Town Manager

Date 12/22/2020
Order No 122220-TFD1
Sales Rep Thomas Topham
Ship Via N/A

Notes/Remarks

All associated fees (shipping, delivery and installation) for this purchase are included in the quoted price. Any cost overruns will be denied unless previously agreed upon by the Town of Truro.

Bulldog Fire Apparatus

Quote

17 Winter Street PO Box 58
Woodville, MA. 01784-0058

Thomas Topham
617-620-1682

Customer

Town of Truro
304 Rt 6
Truro, MA 02666

Quote Number 122220TRURO
Quote Date 12/22/20

Quote Replaces 202509TRU Rev. 1

2021 Braun Chief XL Ram 5500 Gas

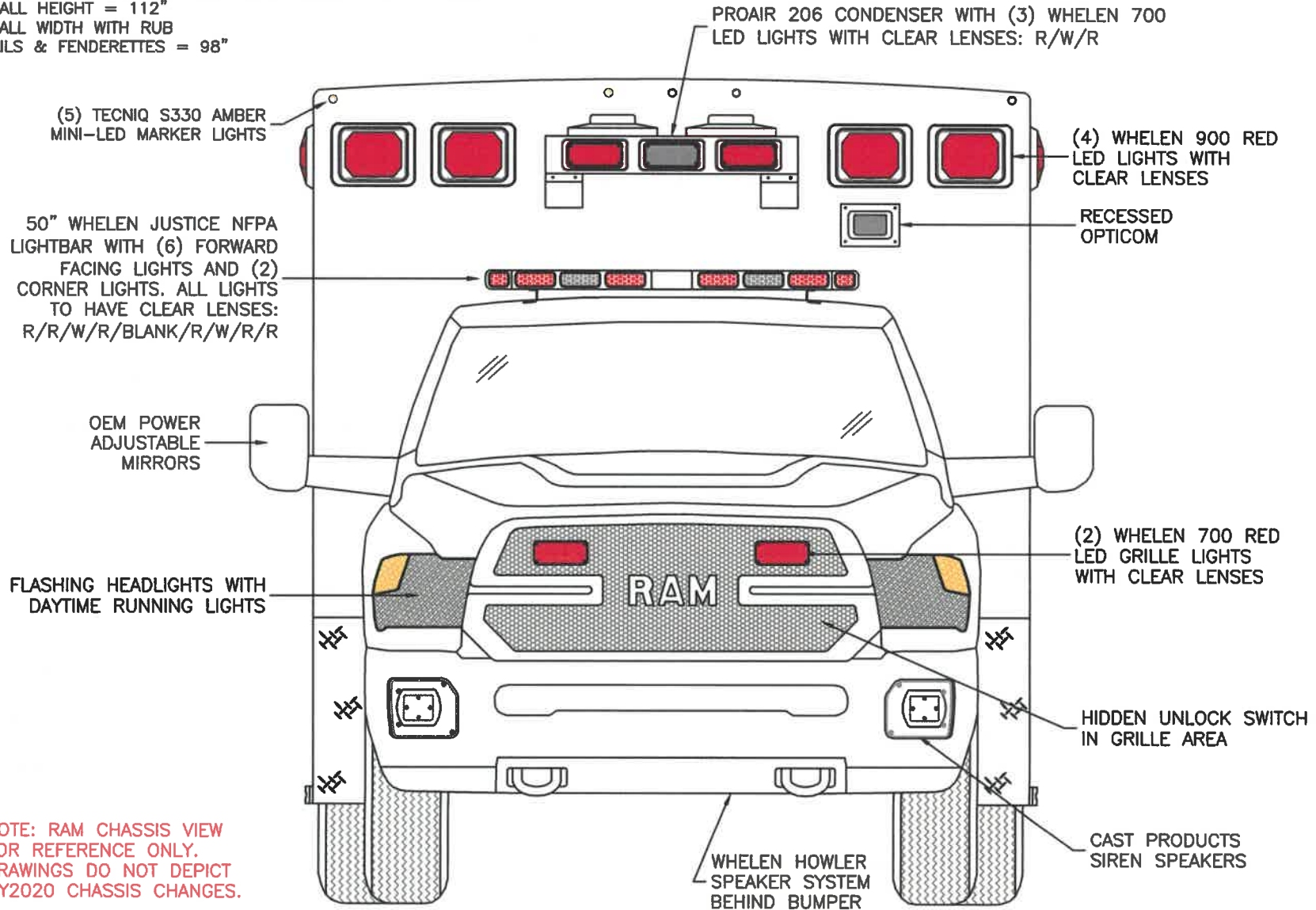
QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
1	2021 Braun Chief XL Ram 5500 Gas	\$274,600.00	\$274,600.00
	This price includes all items in the attached Bid Spec		
	This price also includes the following items provided by Bulldog		
	Plymovent Exhaust		
	LP15 Technimount and additional base		
	AeroClave RDS 3110 with Nozzle and Disinfectant		
	Install Customer provided Stryker Power Load		
	Delivery to Truro Fire Department		
		Subtotal	\$274,600.00
1	Trade - 2003 Braun In Good Working Condition		-\$4,000.00
		Total	\$270,600.00

Thomas Topham, ICINREMT-P

Ambulance Sales

We look forward to Working with you !

DIMENSIONS FOR OVERALL HEIGHT AND LENGTH ARE APPROXIMATE
 OVERALL HEIGHT = 112"
 OVERALL WIDTH WITH RUB
 RAILS & FENDERETTES = 98"



NOTE: RAM CHASSIS VIEW FOR REFERENCE ONLY. DRAWINGS DO NOT DEPICT MY2020 CHASSIS CHANGES.

THIS DRAWING IS FOR REPRESENTATIONAL PURPOSES ONLY. DETAILS ARE CONCEPTUAL AND ARE SUBJECT TO CHANGE DURING DESIGN AND CONSTRUCTION DIMENSIONS ARE APPROXIMATE UNLESS NOTED OTHERWISE TO MEET A SPECIFIC CUSTOMER NEED.

TRURO
 FIRE DEPARTMENT



2020 FRONT EXTERIOR VIEW
 CHIEF XL-1/RAM 5500 GASOLINE CHASSIS

DATE: 11-3-20

DRAWING NO.

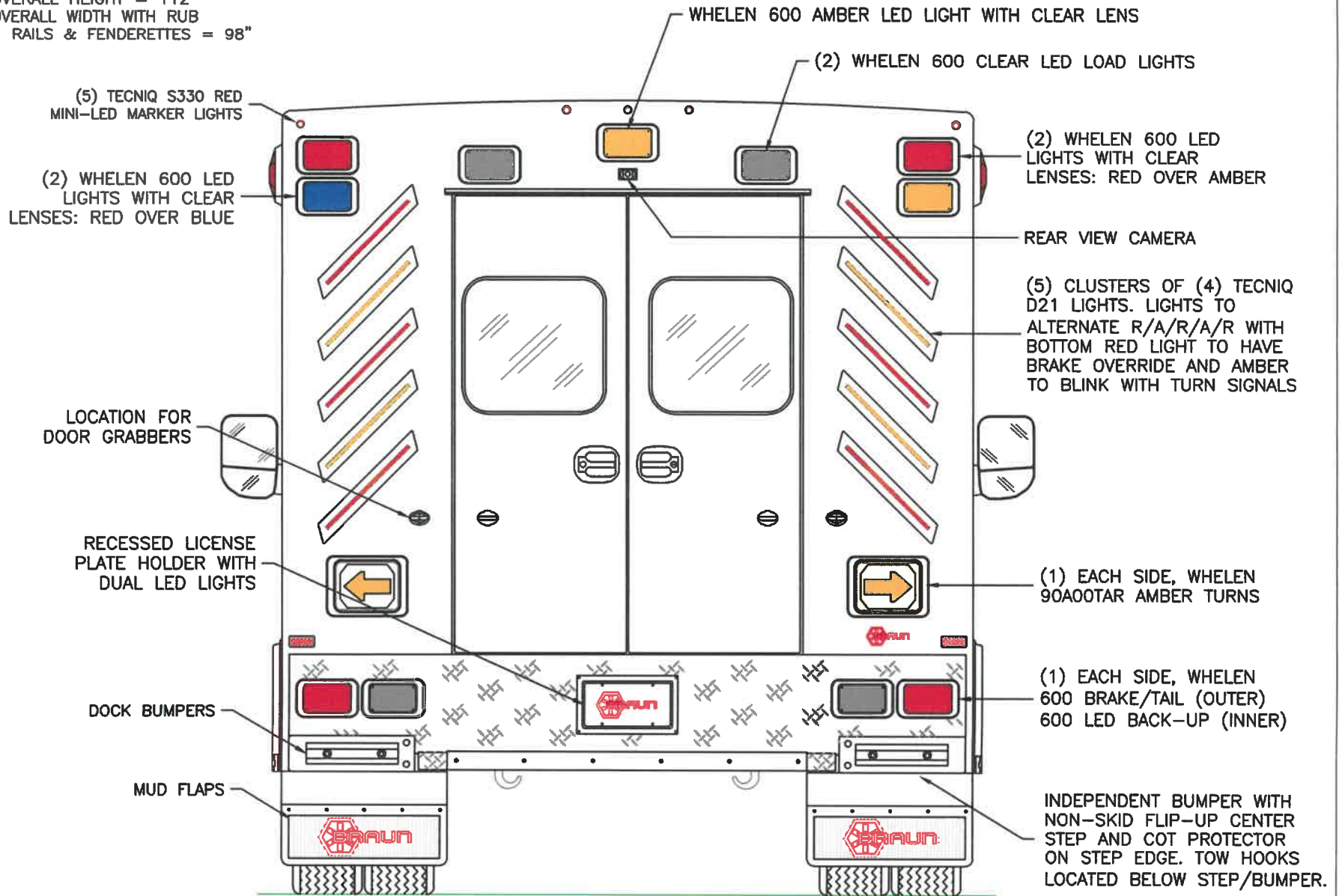
DWG: AAB REV: B

TRURO-1

DATE:

APPROVAL SIGNATURE:

DIMENSIONS FOR OVERALL HEIGHT AND LENGTH ARE APPROXIMATE
 OVERALL HEIGHT = 112"
 OVERALL WIDTH WITH RUB
 RAILS & FENDERETTES = 98"



THIS DRAWING IS FOR REPRESENTATIONAL PURPOSES ONLY. DETAILS ARE CONCEPTUAL AND ARE SUBJECT TO CHANGE DURING DESIGN AND CONSTRUCTION
 DIMENSIONS ARE APPROXIMATE UNLESS NOTED OTHERWISE TO MEET A SPECIFIC CUSTOMER NEED.

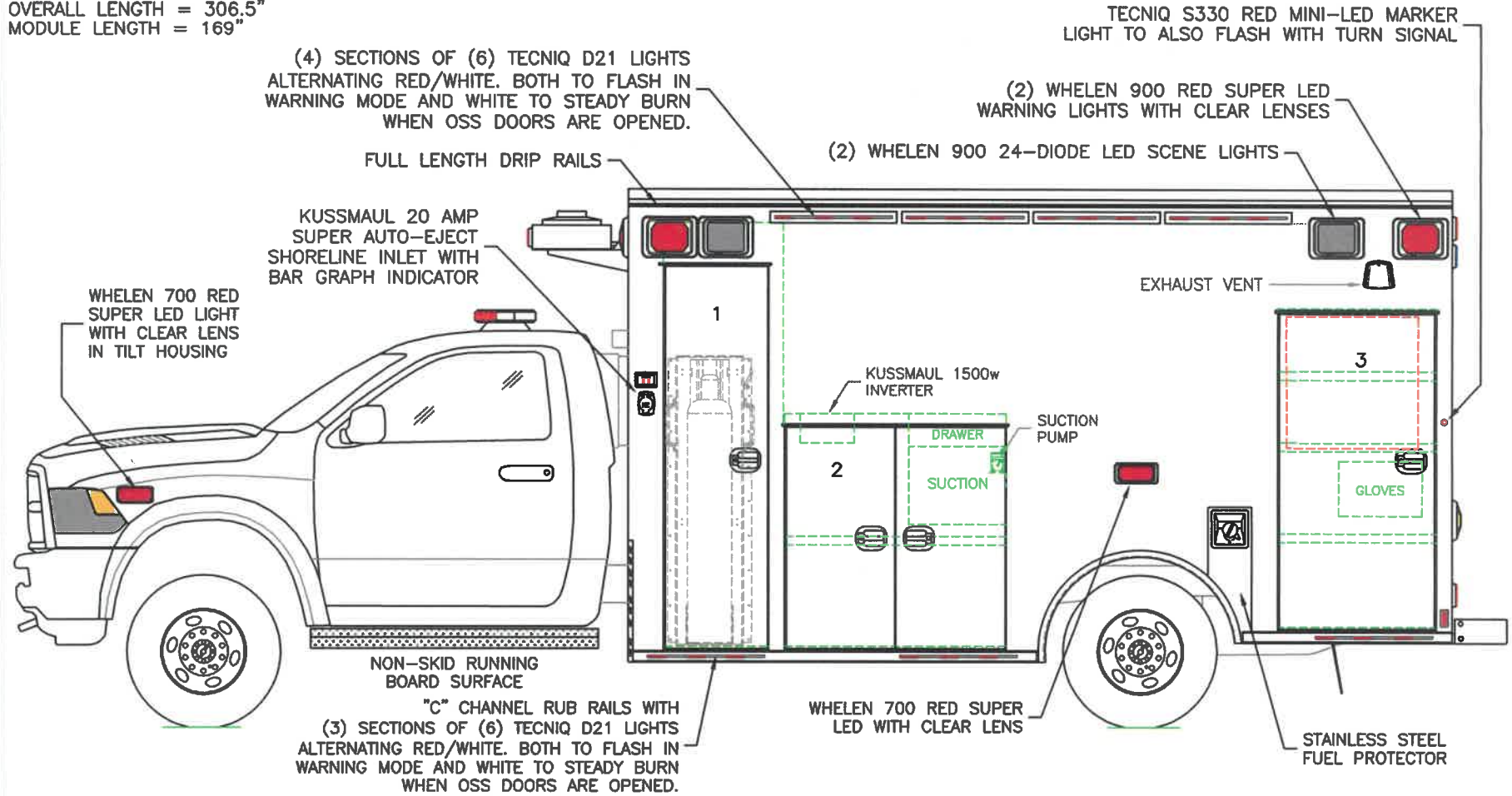
TRURO
 FIRE DEPARTMENT



2020 REAR EXTERIOR VIEW
 CHIEF XL-1/RAM 5500 GASOLINE CHASSIS

DATE:	11-3-20		DRAWING NO.
	DWG:	AAB	
1:16		TRURO-2	

DIMENSIONS FOR OVERALL HEIGHT AND LENGTH ARE APPROXIMATE
 OVERALL HEIGHT = 112"
 OVERALL LENGTH = 306.5"
 MODULE LENGTH = 169"



COMPARTMENT
O.S.S #1

CLEAR OPENING: 77.00h x 18.25w
 INSIDE DIM'S.: 86.75h x 24.50w x 20.75d
 MAIN OXYGEN STORAGE
 "EZ O2 LIFT" OXYGEN SYSTEM ON DOOR

O.S.S #2

CLEAR OPENING: 44.25h x 39.50w
 INSIDE DIM'S.: 47.75h x 45.50w x 20.75d
 (1) ADJUSTABLE SHELF

O.S.S #3

CLEAR OPENING: 63.50h x 28.75w
 INSIDE DIM'S.: 65.25h x 32.50w x 20.75d
 INSIDE/OUTSIDE ACCESS
 (3) ADJUSTABLE SHELF
 AeroClave TERMINATION POINT ON REAR WALL

THIS DRAWING IS FOR REPRESENTATIONAL PURPOSES ONLY. DETAILS ARE CONCEPTUAL AND ARE SUBJECT TO CHANGE DURING DESIGN AND CONSTRUCTION
 DIMENSIONS ARE APPROXIMATE UNLESS NOTED OTHERWISE TO MEET A SPECIFIC CUSTOMER NEED.

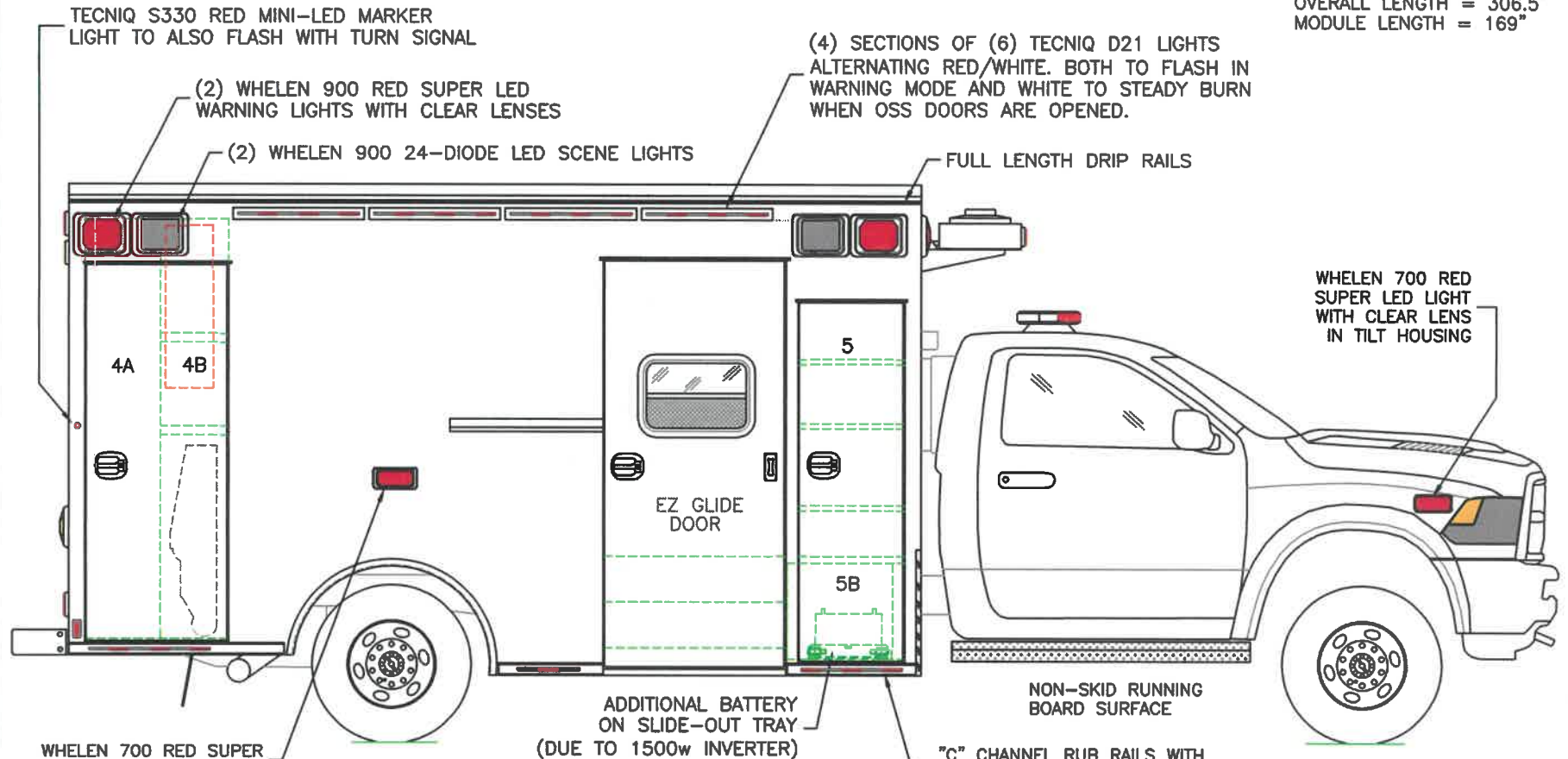
TRURO
FIRE DEPARTMENT



2020 STREETSIDE EXTERIOR VIEW
 CHIEF XL-1/RAM 5500 GASOLINE CHASSIS

DATE:	11-3-20		DRAWING NO
	REV.:	A	
1:30	AAB	A	

DIMENSIONS FOR OVERALL HEIGHT AND LENGTH ARE APPROXIMATE
 OVERALL HEIGHT = 112"
 OVERALL LENGTH = 306.5"
 MODULE LENGTH = 169"



COMPARTMENT
 O.S.S #4
 CLEAR OPENING: 73.00h x 24.75w
 INSIDE DIM'S. 4A: 82.75h x 15.00w x 20.75d
 BACKBOARD/SCOOP STORAGE
 INSIDE DIM'S. 4B: 82.75h x 13.50w x 20.75d
 (2) ADJUSTABLE SHELVES WITH INSIDE/OUTSIDE ACCESS
 STAIR CHAIR STORAGE BELOW SHELVES

O.S.S #5
 CLEAR OPENING: 69.50h x 17.50w
 INSIDE DIM'S. 5A: SEE PARTITION INTERIOR VIEW
 INSIDE/OUTSIDE STORAGE WITH (3) ADJUSTABLE SHELVES
 INSIDE DIM'S. 5B: 19.00h x 20.75w x 18.00d

THIS DRAWING IS FOR REPRESENTATIONAL PURPOSES ONLY. DETAILS ARE CONCEPTUAL AND ARE SUBJECT TO CHANGE DURING DESIGN AND CONSTRUCTION
 DIMENSIONS ARE APPROXIMATE UNLESS NOTED OTHERWISE TO MEET A SPECIFIC CUSTOMER NEED.

TRURO
 FIRE DEPARTMENT



2020 CURBSIDE EXTERIOR VIEW
 CHIEF XL-1/RAM 5500 GASOLINE CHASSIS

1:30

DATE:	11-3-20
DWG.:	AAB
REV.:	A

DRAWING NO.
 TRURO-4

VOTERS 1929

TOTAL VOTED 469 24%

214 Mail-In

(190 early / 23 Absentee / 1 SQ)



OFFICIAL SPECIMEN BALLOT

TOWN OF TRURO, ANNUAL TOWN ELECTION - TUESDAY, JUNE 30, 2020
SUSAN A. JOSEPH, TEMPORARY ASSISTANT TOWN CLERK

Penalty for willfully defacing, tearing down, removing, or destroying a List of Candidates or Specimen Ballot: Fine not exceeding One Hundred Dollars

TO VOTE, MARK A CROSS [X] IN THE SQUARE AT THE RIGHT OF YOUR CHOICE

SELECT BOARD, Three Years

Vote for ONE

STEPHANIE J. REIN 21 Holsbery Rd. (candidate for re-election) <i>Sworn in 07/13/2020</i>	382
KAREN TOSH All Others	4
Blanks	82

SCHOOL COMMITTEE, Three Years

Vote for ONE

KOLBY JACKSON BLEHM 12 No Union Field Rd. <i>Sworn in 07/13/2020</i>	359
ALL OTHERS	1
BLANKS	109

MODERATOR, Three Years

Vote for ONE

MONICA KRAFT 7 Dyers Hollow Rd. (candidate for re-election) <i>Sworn in 07/13/2020</i>	323
All Others	5
Blanks	141

LIBRARY TRUSTEE, Three Years

Vote for not more than TWO

MARTHA R. MAGANE 3 Snows Field Rd. (candidate for re-election) <i>Sworn 07/13/2020</i>	375
MARGARET A. ROYKA 4 Pine Ridge Rd. <i>Sworn 07/08/2020</i>	342
Blanks	221

CEMETERY COMMISSION, Three Years

Vote for ONE

MARILYN A. ADAMS 11 Daniel Ln. (candidate for re-election) <i>Sworn in 07/13/2020</i>	388
Blanks	81

PLANNING BOARD, Five Years

Vote for not more than TWO

JOHN R. RIEMER 7 Fisher Rd. (candidate for re-election) <i>Sworn 07/13/2020</i>	300
PAUL D. KIERNAN 10 Benson Rd. (candidate for re-election) <i>Sworn in 07/08/2020</i>	287
All Others	9
Blanks	342

HOUSING AUTHORITY, Five Years

Vote for ONE

ELIZABETH ADELE GALLO 2 Pond Rd. 2 <i>Sworn in 07/14/2020</i>	366
Blanks	103

QUESTION 1: Shall the Town of Truro be allowed to assess an additional one hundred seventy thousand dollars (\$170,000.00) in real estate and personal property taxes for the purpose of acquiring a heavy duty tractor truck, and for the payment of all other costs incidental and related thereto, for the fiscal year beginning July first, two thousand and twenty?

YES 205

NO 259

Blanks 5

QUESTION 2: Shall the Town of Truro be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to pay costs of acquiring a Fire Department Ambulance, and for the payment of all other costs incidental and related thereto?

YES 255

NO 187

Blanks 27

QUESTION 3: Shall the Town of Truro be allowed to assess an additional three hundred fifty-one thousand, nine hundred four dollars (\$351,904.00) in real estate and personal property taxes to supplement the operating budget for the addition of (4) full-time firefighter/paramedics to the Fire/Rescue Department's staffing, for the fiscal year beginning July first, two thousand and twenty?

YES 209

NO 257

Blanks 3

**Truro Select Board
Tuesday, December 15, 2020
Remote Meeting**

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

Attending: Acting Town Manager Jamie Calise; Assistant Town Manager Kelly Clark; Jarrod Cabral, DPW Director and Emily Beebe, Health and Conservation Agent

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

Deborah Best-Parker, a resident and voter in Truro, commented that she had a few questions: 1) Who will be paying for the survey on Pond Village? 2) If water is piped in who will pay the bill? 3) Is the Town watching the Bay and East Harbor as Condos are being granted year-round occupancy assuming all Beach Point area condominiums apply for year-round use 4) Who will pay for a “fix/cleanup”? 5) What is the long-term plan going forward? Ms. Best-Parker stated that she wished to continue to live in Truro and afford the taxes and drink the water. Any environmental blunder would cost huge amounts of money to fix.

Select Board Chair Weinstein, stated that the Board is not allowed to respond during Public Comment to Ms. Best-Parker’s questions, and provided that questions would be addressed at a future Board meeting.

Select Board Action Items

Discussion of Engineering Survey of Pond Village in North Truro for Town Water

Select Board Chair Weinstein stated that on October 27th the Board held a joint meeting with the Provincetown Select Board on municipal water. The Chair said during the meeting asked Superintendent Salisbury whether or not the current system could support an extension of a public water supply to the Pond Village area. Select Board Chair Weinstein asked to have DPW Director Jarrod Cabral address the engineering for a water system extension in North Truro to the Cloverleaf.

Select Board Worthington asked what the impetus was for this request and asked for clarification from the Health and Conservation Agent as to what studies had been done or will be done in the Pond Village area. She asked about the current quality of the water in the Pond Village area.

Chair Weinstein responded that the issue of water in that area dates back to 2014 when a baseline study was conducted on water quality issues in that part of North Truro and that there was a follow up study in 2018. He noted a storm that caused flooding and MADOT’s response to the cleanup with the work on the off-ramp to the State Highway. At the annual meeting with Provincetown, Chair Weinstein asked if it would be possible to engage an engineering firm to study the cost and feasibility of adding to the existing water system. He agreed with Select

Board Worthington that there should be a baseline of the current condition of the water. Health and Conservation Agent Emily Beebe reported that she engaged the Cape Cod Commission to complete a study for water in that area and she stated that she does not have a good sense of the water quality for that area. She highlighted the size of the lots in that area and noted that some properties might not have the ability to move their wells. She also noted a property on the pond where water quality is not good.

Health and Conservation Agent Beebe discussed the importance of really understanding the quality of the water in that area, adding that everything in that area is headed towards the pond. The Cape Cod Commission's analysis will prompt a wastewater management discussion that should include storm and fertilizer management.

Select Board Member Worthington stated that she was unclear if the Cape Cod Commission study included the drinking water from the individual homes. She added that they were tasked with a water quality analysis program to compare the water quality across different neighborhoods. She questioned what the cost would be and if the study would be designed as a tool for this watershed, as well as a tool for other parts of Town.

Select Board Clerk Areson asked how long the study was going to take with the Cape Cod Commission. Vice-Chair Reed stated for disclosure that she was a property owner on Pond Rd. She added that certain criteria allowed for her to deliberate and vote on this topic. Chair Weinstein mentioned that there are pipes on the south side of the roadway, which cross under the road and enter the pond.

Chair Weinstein added that it is important to determine a baseline for that part of town with the possibility of the expansion of a public water supply well. DPW Director Jarrod Cabral explained that the Town used EPG as an engineering firm for the Cloverleaf project. In 2018, the Provincetown Water Department did a study to make sure Cloverleaf could handle the hydraulic flow. He added that he had reached out to the Provincetown Water Department to see what data they would need to do an engineering survey for Truro. He added that he would like to see the scope of the proposal include a review all existing data, an estimate of the water line install, and information on storm water management.

Once the proposal is in, DPW Director Cabral recommends MADOT involvement, as the storm water runoff flows right into the pond. Select Board Clerk Areson asked if the information for the study was going out to bid. She also inquired on the room occupancy tax and whether Truro could take advantage of those funds. DPW Director Cabral stated that the MassWorks funding was specifically for the Cloverleaf, but that Pond Rd might be eligible for that sort of grant opportunity. He explained that the permitting must be done first then once can apply for a MassWorks grant. Select Board Clerk Areson asked about the cost and where the funds were coming from.

DPW Director Cabral explained that once the proposal is in for Pond Rd there will have to be a determination as to where the funds would come from. Select Board Chair Weinstein stated that there may be money left from some of the engineering firms that were contracted for or they could consider a Transfer from Reserve Receipts.

Select Board Vice-Chair Reed asked which areas are currently on Town Water. Health and Conservation Agent Beebe stated that staff keeps a spreadsheet on properties that are hooked into municipal water. She added that they are currently working to make the list more accessible. Vice-Chair Reed thanked Director Cabral and Agent Beebe and felt that it was important to discuss water quality as it pertains to the Cloverleaf and the health of the pond on Pond Rd. She commented that fire hydrants would also be useful in that area.

Select Board Clerk Areson asked for a tally of the condominium conversions for year-round use. Health and Conservation Agent Beebe stated that the information requested is also being compiled for the Chair of the Planning Board. Select Board Chair Weinstein noted that the Provincetown Water Superintendent stated that in order for the fire hydrants to maintain proper pressure, a water storage facility would likely be required to maintain pressure. Chair Weinstein questioned whether the feasibility study should be expanded and asked if the water pressure component could be added later in the process.

DPW Director Cabral responded that they would need an estimate of the number of homes that would be on Town water to make sure that the load would be handle the amount of pressure for each fire hydrant. Chair Weinstein commented that the water line would have to be constructed as a loop but was unclear as to its direction. DPW Director Cabral responded that the loop would go down Pond Rd, up Twinefield Rd and back towards Shore Rd, tying into Fire House Rd, which would isolate the line for maintenance.

Acting Town Manager Calise did not believe there were any funds available, but he needed to consult with the Town Accountant to affirm. Chair Weinstein felt that it was incumbent on the Acting Town Manager to seek the total costs of the project and determine if there are funds available for this engineering portion of the project. Select Board Clerk Areson asked how much money would be required for the study. Select Board Chair Weinstein recalled \$50,000 as a figure discussed in conversations with the previous Town Manager. DPW Director Cabral noted that for a project of this scope cost could be upwards of six figures. He added the scope of services could be adjusted.

Select Board Chair Weinstein clarified that the funding mechanism that he was referring to was reserve funds that can be transferred with approval from the Finance Committee. Select Board Chair Weinstein stated that this has nothing to do directly with Cloverleaf and added that they need to look at other sources of funding that may be available.

Select Board Member Worthington felt uncomfortable making a motion without direct figures. Select Board Chair Weinstein stated that they need the engineering study to get the overall cost and Town Staff could identify an available funding source to pay for the engineering work. Select Board Areson agreed that she wanted to see the cost beforehand and asked to wait until the Town Accountant and the Acting Town Manager have had a chance to discuss. She also asked if the funding would have to come from Town Meeting if they couldn't acquire grant money.

The Chair felt that there should be a placement on a future Agenda to have an answer from Town Staff about available funds for the engineer study. Select Board Areson asked that this

discussion be continued to their next meeting. Acting Town Manager Calise stated that he would speak to the Town Accountant about available funds. The Board agreed that they would continue the discussion as an Agenda item.

Select Board Vice-Chair Reed also requested an update on the consultant services for the Walsh Property. Acting Town Manager Calise responded that the remaining monies available for the Walsh Property is about \$92,000, and will need to encompass the costs of hiring the consultant and potential surveys.

CONSENT AGENDA

- A. Review/Approve and Authorize Signature:
 1. *Truro Water Service Application for Sea Song Condominium Conversion (525 Shore Road)*
- B. Review and Approve 2021 Annual Business Licenses: Truro Vineyards of Cape Cod (Lodging) and Chequessett Chocolate (Common Victualer)
- C. Review and Appoint Kelly Clark to serve on the Barnstable County Dredge Advisory Subcommittee
- D. Review and Approve Select Board Minutes: August 11, 2020, September 3, 2020, September 21, 2020, October 13, 2020, October 27, 2020, and November 17, 2020.

Select Board Vice-Chair Reed recused herself from the Consent Agenda item B as it relates to Chequessett Chocolate and informed the Board that she had some changes for the minutes. Select Board Areson added that she also had changes to the listed minutes. Select Board Chair Weinstein reported that in the minutes of the October 27th meeting, 2nd page, 1st paragraph, he requested that it read, “asked that in the future a public water supply could be extended to Pond Village Rd”.

Select Board Member Rein added that she has a few corrections of the minutes that she will forward to Administration.

Select Board Clerk Areson moved that the Consent Agenda be approved as printed on the Agenda noting that Select Board Vice-Chair Reed has recused herself from the approval of Chequessett Chocolate license approval. Select Board Member Rein seconded the motion. Motion Passes, 5-0-0.

Select Board Reports or Comments

Select Board Clerk Areson noted that typically two members from the Select Board and two from the Finance Committee attend Budget Task Force meetings. She added that the Finance Committee has appointed two members and wasn't sure if the Board wanted to go through the exercise of appointing two member representatives. She also asked that the Board meet with the Community Preservation Committee at a future date, as she would like to be better informed on their decision making process. Select Board Clerk Areson asked the Chair to confirm if the Superintendent of Truro Central School is retiring.

The Chair stated that he will be attending the School Committee meeting and would try to get an answer before their next meeting. Select Board Vice-Chair wished everyone Happy Holidays and

a Happy New Year. She anticipated the handbook for Committees and Boards would be ready in January for the Board's review.

Select Board Member Rein reported that Bob Higgins-Steele of the Climate Action Committee did an interview on Lower Cape TV and encouraged the public to watch.

Select Board Chair Weinstein thanked the Board for their hard work over the course of the year and their ongoing support for the community.

Town Manager Report

Acting Town Manager Calise stated that the Walsh Property Community Planning Committee can meet virtually per Town Counsel's opinion. The budgets will be emailed for the various departments. The first vaccinations began today at Cape Cod Hospital for Covid-19.

Next Meeting Agenda

Select Board Chair asked for a continuation of the discussion on the engineer survey of the Pond Village area. The handbook for boards/committees was requested for the next Agenda if it was ready for review. An update for the perimeters for the Airbnb tax for the infrastructure projects was also requested, as was a joint meeting with the Community Preservation Committee in the near future. Select Board Vice-Chair Reed noted the requested update on condominium conversion numbers and asked for an agenda item for electing a Board liaison to the Walsh Property Planning Committee. She also asked if the Board was going to discuss the vacancy on the Planning Board. It was agreed that an applicant must come forward for the vacancy to be considered.

Adjournment

Select Board Chair Weinstein asked for a Motion to Adjourn. Select Board Vice-Chair Reed so moved. Select Board Clerk Areson Seconded the Motion. Kristen Reed-Aye; Susan Areson-Aye; Jan Worthington-Aye; Stephanie Rein-Aye; Robert Weinstein-Aye. Roll Call Vote, Motion Passes, 5-0-0.

The meeting was adjourned at 6:14pm.

Respectfully submitted,

Nicole Tudor, Executive Assistant

Town Manager, Darrin Tangeman
Under the Authority of the Truro Select Board

Public Records material of 12/15/2020

1. Water Extension Application-525 Shore Rd
2. Business Application Truro Vineyards
3. Business Application Chequessett
4. Barnstable County Dredge Subcommittee Letter from Co-Chair 7.20.2020

5. Select Board Minutes-August 11, 2020
6. Select Board Minutes-September 3, 2020
7. Select Board Minutes-September 21, 2020
8. Select Board Minutes-October 13, 2020
9. Select Board Minutes-October 27, 2020
10. Select Board Minutes-November 17, 2020

DRAFT

Truro Select Board Special Meeting Minutes
December 21, 2020
Remote Via GoToMeeting Platform

Select Board Members Present: Chair-Robert Weinstein, Vice Chair-Kristen Reed, Clerk-Susan Areson, Janet Worthington, Stephanie Rein

Others Present: Interim Town Manager-Jamie Calise, Assistant Town Manager-Kelly Clark

Chair Weinstein called the meeting to order at 1:17pm and read off instructions on to join the meeting to provide comment.

Authorization for Execution of the Cape Light Compact Municipal Power Supply Contract

Chair Weinstein asked if he was correct in assuming that Town Counsel has had a chance to review the language of the contract and approved the language. Interim Town Manager Calise and Assistant Town Manager Clark confirmed that the contract was reviewed, and language was added, by the attorney for the Cape Light Compact, of which the Town is a part of. The attorney also provided insight into which aspects of the proposals were more advantageous to the members of the Cape Light Compact.

Member Reed made a motion to accept the Cape Light Compact Municipal Power Supply Contract, and to Authorize Interim Town Manager Calise to execute on Behalf of the Town.

Member Areson seconded.

So voted; 5-0-0, motion carries.

Truro Select Board Budget Task Force Meeting Minutes
December 21, 2020
Remote Via GoToMeeting Platform

Select Board Members Present: Chair-Robert Weinstein, Vice Chair-Kristen Reed, Clerk-Susan Areson, Janet Worthington, Stephanie Rein

Finance Committee Members Present: Chair-Robert Panessiti, Rich Wood, Steven Roderick

Finance Committee Members Absent: Lori Meads, Raphael Richter

Others Present: Interim Town Manager-Jamie Calise, Assistant Town Manager-Kelly Clark, Town Accountant-Trudi Brazil, DPW Director-Jarrold Cabral, Harbor Master-Tony Jackett

Finance Committee Chair Panessiti called this portion of the meeting to order at 1:30pm. He proceeded to read off the instructions on how citizens could join the meeting to provide comment.

Finance Committee Chair Panessiti gave some background as to when the Budget Task Force was created. He wished to manage the public's expectations because they usually find that a lot of the budget is spoken for; through personnel, school, benefits, and basic services that are provided. The challenge this year is to determine how policy is shaping the budget. The Town went through an exercise to cut costs in anticipation of Covid's impacts on the budget. One of the things that should be considered is; who are we serving in the Town? The population, as represented by the election rolls,

increased by about 10 percent over the past 6 months. What does that mean? Who are these people? What kind of services are they going to demand? As the budget is reviewed, it is important to understand who it's meant to serve.

Member Areson wished to point out some items:

- We're at a point in Town where we have a lot of vacancies in key Town positions and a new Town Manager is coming in and will need to get up to speed quickly. There is an opportunity to take a hard look at services to see what they might want to expand and what they might want to do less of.
- In reading Department Head narratives, such as from the Health/Conservation Agent, whose work has most likely tripled since Covid, they should be mindful of where they really need extra help (whether temporary or permanent), and also where they may want to trim or decide to live without.
- She noticed that in a number of the budgets and narratives, people are talking about the data processing and credit card fees (something Member Reed brings up regularly). She wonders if someone could fill the Board in on how that's working with the individual departments. How has that impacted budgets overall?

Chair Weinstein stated that during one of their prior discussions they learned that the Town was obligated to around \$14,000 and he is glad that Member Areson raised the issue of credit card fees.

DPW Director Cabral pointed out that in his narrative he singled out the increase for credit card fees. Since the Department is moving to credit cards only for sales at the Transfer Station and also for online sales, there is a significant increase there for his Department. Harbor Master Jackett uses the same system, as does Beach/Rec Director Clements and there will be credit card fee increases in their budgets also. He does not see the Transfer Station going back to accepting cash/checks. A credit card swipe is a much cleaner operation.

Assistant Town Manager Clark was not sure how much credit card fees would change post Covid. The Town has been trying to limit the amount of cash transactions over the past few years, as recommended by the Town's auditors.

Member Reed reiterated that the \$14,000 in credit card fees was a pre- Covid number. That number existed before the push toward credit card transactions.

Member Areson said that it would be a policy question for the Board as to whether they would want to pass along that credit card processing fee to the customer.

Finance Committee Chair Panessiti stated that technology is here to stay. If the people in the Town appreciate, and want, this kind of service to pay their bills then the Board may want to take a proactive stance for what could be another health crisis. These are the kind of things they need to understand are here to stay. They have options. They could be passing the cost through to the customer. They also should look at staffing.

Chair Weinstein is unclear as to how the credit card fees are assessed to the Town and asked if there was one provider doing the servicing and what percentage the charge is. Town Accountant Brazil stated there was no single provider handling the fees. The fees are assessed to the community by each of the credit card companies. It's complicated to go through the list of fees that are produced on a daily basis

to determine which department is responsible for which charges, however DPW Director Cabral, Office Assistant Kaelberer, and Beach/Rec Director Clements have figured it out and have come up with net amounts which are the responsibility of the corresponding department. Town Accountant Brazil then explained how they make payment to the Treasurer from appropriated funds to make the bank account whole. She added that the fee is roughly 2.9 percent of a transaction, plus some sort of agency fee. Chair Weinstein wonders if the Town should drop certain credit card companies and accept only those that have a lower fee. He also stated that he does not know how that would impact things, and he added that they have to be sensitive to the public who carry multiple cards. Town Accountant Brazil believes that would be a policy decision. She mentioned that there have been instances where someone wished to make a donation to a Department, but the donation was contingent upon them being able to use their American Express card. Member Areson stated that some places will charge a flat fee for various transactions. It could be something to help offset the fees and suggested that it be something the Board look into. Member Reed suggested requesting staff to reach out to other towns to see how they handle the fees. She also feels that the Town should accept all credit cards. Finance Committee Chair Panessiti asked if it was possible for Town Accountant Brazil to look at some kind of a trend report. He feels the Board should know the number of transactions, what the trend line looks like and what companies are being utilized. Town Accountant Brazil stated that there is the ability to pay property taxes online through MCC, and there is a convenience fee associated with it. The drawback to MCC is that people can pay their property tax bills only for the first thirty days after they are issued. Chair Weinstein feels it would be helpful for Finance Committee Chair Panessiti, along with Department Heads, to collect data so there is some basis to have a comprehensive overview of this issue.

CIP/DPW

Interim Town Manager Calise gave an overview of the Capital Needs. Town Accountant Brazil wished to point out a couple of items. What has been given to the Select Board is a “big-picture” of projects. She referred only to FY2022 and mentioned the reserve to replace the communications system at the Police Station, and that three projects for the Truro Central School (skylight repair, window replacement, shingle/siding/trim) are being discussed by DPW Director Cabral and School Administration to potentially combine these projects into a single article and to fund it through a Capital Exclusion so there would be a one-year tax impact. She stated that there is also a request for \$170,000 for a heavy-duty tractor truck replacement from the DPW. That would be recommended to be done as a Capital Exclusion as well. If those items are funded differently than straight “Raise and Appropriate”, the CIP for Fiscal 2022 goes down to \$510,900. DPW Director Cabral wished to point out that last year, prior to Covid, they were at approximately \$480,000. That was cut to \$280,000 due to Covid, of which \$135,000 was Covid-related.

DPW Director Cabral moved forward discussing the Capital Needs List and gave summaries of projects. Chair Weinstein asked if the Truro Central School’s projects are physical maintenance issues which could be bundled so that one company would handle the whole project. DPW Director Cabral confirmed that those projects would typically be handled under one vendor. Chair Weinstein then asked about the line item for exterior painting for the School, which was left blank in FY2022. Since one of the items is to replace siding and trim, wouldn’t that potentially include painting? DPW Director Cabral stated that the painting would be included in the bid.

Finance Committee Member Wood stated that in looking over the Capital Program it appears that a lot of the projects are the result of things are deteriorating. Other items might fall into a category of things nice to have but not necessarily critical. He mentioned the generator for the Beach Office and stated that when the Recreation/Beach Department comes before them it would be nice to see a cost-benefit analysis. He asked if he would want the Beach Attendants to have the ability to issue a Transfer Station

permit, which he does not think he would. As a brief response to Finance Committee Member Wood, Town Accountant Brazil said that if the Town had this technology at Head of the Meadow and Corn Hill Beach, the attendants would be able to issue per-day passes. Last year, in Fiscal Year 2020, Corn Hill Beach sold \$30,400 worth of per-day passes. In the current Fiscal Year, they sold none. Head of the Meadow Beach last year sold \$37,980 in per-day passes. This year they sold none. Finance Committee Chair Panessiti stated, for the benefit of people watching the meeting, that this is their first look at the budget, and Department wish-lists. The Finance Committee will now take sections back over the next few months and ask for supporting data and ask questions from the Town Accountant and Department Heads.

DPW Director Cabral discussed the DPW budgets starting with snow removal and lights. He then reviewed the Salary and Wages in the DPW budget and the purchase of services. He noted that with their bottom line is a \$119,000 increase. \$115,000 of that is for portable bathrooms and then a little bit in wages. Chair Weinstein noticed that the line that deals with portable toilets was highlighted and was significantly increased. He asked DPW Director Cabral to discuss that in more detail. DPW Director Cabral noted that in the past the Town had a contract with M.A. Frazier that contained a renewal for a second and third year. The owner honored the prevailing wage rate from his first year. It was a good relationship and the owner was responsive to any maintenance issues the Town had. The Town is participating in the County bid this year and he will see how that bid plays out. The prevailing wage rate will go up. They added a particular type of spray to use on the units so that will increase the daily fee and it is mandatory for the Town to have the portable toilets serviced daily, due to Covid. Finance Committee Member Roderick asked for a list of how many portable toilets are located throughout the Town and wanted to know if hand washing stations were added this year. DPW Department Cabral has a spreadsheet which lists the locations and quantities of the portable toilets that he can send out and stated that the hand washing stations were added last year due to Covid and that was not originally built into the \$45,000 budget from last year. Member Reed asked if the cost might go down in the future after a vaccine has been distributed. DPW Director Cabral hopes that post-Covid the Town will no longer need hand washing stations as that's the biggest part of the expense. He believes supply lines and hand sanitizer should be something the DPW can handle now. He does not see the daily service or the chemical spray that the units are sprayed down with changing. He thinks the \$45,000 number will go up. Assistant Town Manager Clark gave the group a summary on the number of portable toilets; 14 ADA portable toilets, 16 regular, and all, except for one, require daily cleaning.

Harbor/Shellfish

Harbor Master Jackett started by saying he had Doug Cameron, the Director of Fish and Game, look at the docks. There is a possibility that the State will either repair or replace the floating docks at no cost to the Town. Harbor Master Jackett has also been looking at the boat ramps. A work order could be provided to the DPW if he needs to do some concrete work to them. He spoke about the Harbor expenses and how they are pretty much the same from year to year. He has had continuity with returning seasonal staff and the only increase is for step increases.

On the shellfish side, Harbor Master Jackett reported he had a good boost stock which has expanded over the years. The number of people getting shellfish permits for the first time has steadily increased. Stock comes from the County and seed from Aquaculture Research Corporation in Dennis. Seed was planted in concert with the adult stock he gets. There has been a sizeable increase in soft-shell clams and the oysters have expanded down the river. Member Areson stated that the only increase in the budget is the \$1,000 fee for accepting credit cards and other than that, the budget looks lean. Member Worthington asked what the boating engine service request covered. Harbor Master Jackett stated it's a basic service/a tune-up. Town Accountant Brazil had a question regarding work on the boat ramps. She

asked if she was correct in thinking that the State actually owns the ramps. Harbor Master Jackett stated that even if he wanted to modify the ramps, that is something the State would pay for. Town Accountant Brazil continued, stating that, in terms of the maintenance work he'd mentioned (form work), shouldn't that be under the purview of the State? Harbor Master Jackett said yes. Chair Weinstein asked if there'd been any thought given to lobbying the State Representatives to have the ability to increase the user fees. He's focusing primarily on the fees for people who operate charter businesses. He feels they are responsible for the heaviest usage and deterioration of the ramps. Those fees have not changed in years. Chair Weinstein also asked if there has been a recent review of where we stand in terms of neighboring communities for what we charge for a shellfish license. He'd like to keep the Town's fees current. Harbor Master Jackett stated that the two items brought up by Chair Weinstein would be placed on the Pamet Harbor Committee and Shellfish Committee agendas for discussion. Chair Weinstein asked if there had been an increase in the number of shellfish permits issued. Harbor Master Jackett stated that he was unsure how many had sold, but he was seeing a lot of new faces. He thinks there has been an increase in the weekly permits sold. Member Reed referred to the Harbor Master's budget narrative regarding his methods of informing boaters and the public about harbor operations. Harbor Master Jackett stated it was information regarding navigating in and out of the Harbor, tying boats up, how to park their vehicles and trailers and other general information like that. Member Reed asked if it would be helpful to add general information to the Town website, so the public has a centralized location to learn about harbor operations. She asked him to think about what he might like on the website to provide citizens and visitors information that could help his department offer more efficient and quality services.

Member Areson made a motion to adjourn the meeting at 3:12pm.

Member Worthington seconded.

So voted; 5-0-0, motion carries.

Finance Committee Member Roderick made a motion to adjourn the meeting at 3:13pm.

Finance Committee Member Wood seconded.

So voted; 3-0-2, motion carries.

Respectfully Submitted,

Noelle L. Scoullar, Executive Assistant

**Town Manager, Darrin Tangeman
Under the Authority of the Truro Select Board**