



# Truro Select Board

Tuesday, October 12, 2021

REMOTE MEETING

Joint Executive Session with Zoning Board of Appeals- 4:00pm

Regular Meeting-5:00pm

## JOINT EXECUTIVE SESSION WITH ZONING BOARD OF APPEALS

<https://global.gotomeeting.com/join/180963693>

1 866 899 4679, Access Code: 180-963-693

This will be a remote meeting. The meeting will begin in open session solely for the purpose of moving, as set forth below, to enter into executive session. The meeting will be locked and closed to the public once the Board votes to enter into Executive Session.

*Move that the Select Board enter into Executive Session jointly with the Zoning Board of Appeals, in accordance with the provisions of Massachusetts General Law, Chapter 30A, §21 (a) 3, to discuss strategy with respect to litigation (Appeal Cloverleaf Decision; Horton's Campground litigation-A/C Mobile Home Park v. Zoning Board of Appeals), whereas discussion of these matters in open session would have a detrimental effect on the litigating positions of the Town (and the Chair so declares it) and not to reconvene in open session.*

## REGULAR MEETING

<https://global.gotomeeting.com/join/256458309>

1-866-899-4679, Access Code: 256-458-309

This will be a remote meeting. Citizens can view the meeting on Channel 18 in Truro and on the web on the "Truro TV Channel 18" button under "Helpful Links" on the homepage of the Town of Truro website. Click on the green "Watch" button in the upper right of the page. **To provide comment during the meeting please call in toll free at 1-866-899-4679 and enter the following access code when prompted: 256-458-309 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/256458309> 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.

### 1. PUBLIC COMMENT

2. PUBLIC HEARINGS None

3. BOARD/COMMITTEE/COMMISSION APPOINTMENTS None

4. STAFF/COMMITTEE UPDATES None

5. TABLED ITEMS None

### 6. SELECT BOARD ACTION

A. Discussion on Select Board Values

Presenter: Bob Weinstein, Chair

B. Finalize & Prioritize Objectives, Establish a Plan of Action/ Board Assignments and Vote to Approve the FY2022 Goals & Objectives

Presenter: Bob Weinstein, Chair

**7. CONSENT AGENDA**

- A. Review/Approve and Authorize Signature:
    - 1. Curb Cut Application for 249 Route 6
    - 2. Babe's Bakery Common Victualer License
    - 3. One Day Entertainment Application TEEA
  - B. Review and Approve Bond Request
  - C. Review and Approve Appointment Renewals: Susan Howe-WPCPC; Christine Markowski-WPCPC; Alfred Gaechter-WPCPC; Betty Gallo-WPCPC; Todd Schwebel-WPCPC; Craig Milan-WPCPC; Eileen Breslin-WPCPC; Paul Wisotzky-WPCPC; Ryan Schmidt- WPCPC; Kenneth Oxtoby-WPCPC; Jane Lea-WPCPC; Russell Braun-WPCPC; Morgan Clark-WPCPC; Steve Wynne-WPCPC
  - D. Amendment of Existing Appointment Expiration Dates: Economic Development Ad Hoc Committee
  - E. Review and Approve Select Board Minutes: Work Session 6.15.2021; Regular Meeting 6.22.2021; Regular Meeting 7.13.2021; Work Session 8.6.2021; Work Session 9.9.2021
- 8.** Select Board Reports/Comments
- 9.** Town Manager Report
- 10.** Next Meeting Agenda: Regular Meeting-October 26, 2021; Work Session on Policy 54 & Policy 31- Date TBD



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Bob Weinstein, Chair

**REQUESTED MEETING DATE:** October 12, 2021

**ITEM:** Discussion on Select Board Values

**EXPLANATION:** As part of the extensive Goals & Objectives preparation process undertaken by the Select Board, the Values of the Board were discussed and updated. The Board determined at their September 28, 2021 meeting, after the FY22 Goals & Objectives Public Hearing, to include a discussion on the Values on a subsequent meeting agenda.

The Values to be discussed are listed on the draft FY22 Goals & Objectives document. They serve as guiding principles for the Town and do not require annual updating as the Goals and Objectives require, however, they have not been updated in recent years and the Board spent time discussing and revising them to center their FY22 Goals & Objectives conversation.

**FINANCIAL SOURCE (IF APPLICABLE):** N/A

**IMPACT IF NOT APPROVED:** N/A

**SUGGESTED ACTION:** *None. Discussion only.*

**ATTACHMENTS:**

1. Draft Values and Fiscal Year 2022 Goals and Objectives



# TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

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

**Agenda Item: 6A1**

## Values and Fiscal Year 2022 Goals and Objectives

### **VALUES:**

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

#### **Excellence:**

We strive to provide the highest quality services that are responsive to the needs of all residents and visitors.

#### **Integrity:**

We hold ourselves to high ethical standards and commit to acting with civility at all times and to behave lawfully, respectfully, honestly and fairly.

#### **Openness and Transparency:**

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

#### **Collaboration:**

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

#### **Sustainability:**

We strive for the integration of environmental health and protection, social equity and diversity, economic vitality, and fiscal integrity of the community to create a thriving and resilient community for generations to come.

### **GOALS AND OBJECTIVES:**

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

This year, due to a delayed Town Meeting and Town Election, the Goals and Objectives process was completed later than the start of the fiscal year. This year's goals and objectives are reflective of the available time left in Fiscal Year 2022.



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P.O. Box 2030, Truro, MA 02666

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

**Agenda Item: 6A1**

To establish the goals and objectives this year the Select Board held a series of work sessions prior to the September 28, 2021 Public Hearing. During these work sessions, the Board modified their values, to those stated above, and identified the following goals that each address the policies and programs that the Town of Truro will prioritize in Fiscal Year 2022, which runs from July 1, 2021 through June 30, 2022. Following the identification of goals, the Board identified Specific, Measurable, Achievable, Relevant, and Time-bound (SMART) objectives that contribute to the achievement of the goals. These objectives may contribute to the eventual completion of one goal or of multiple goals and are labeled to demonstrate the goals targeted by specific objectives.

## FY2022 Goals

*The Town of Truro will support policies and programs that:*

- A) foster sustainable and appropriate economic development.*
- B) create more affordable year-round places for people to live and work.*
- C) protect and restore our fragile environment.*
- D) use long term and strategic planning to guarantee the future health and well-being of our community.*
- E) proactively engage and involve the town residents, property and business owners.*

## FY2022 Objectives

(The following objectives are presented in no particular order. Prioritization will occur after the Public Hearing and the objectives will be renumbered in order of priority at that time.)

- 1. By the end of FY 2022, the Select Board will invite the Massachusetts Cultural Council to present to the Select Board, Economic Development Committee and the Truro Cultural Council on the process of creating a designated cultural district in Truro.*

*Goals Addressed: A*

- 2. The Select Board will review all Town owned land to assess possibilities for municipal use, housing, economic development open space, and/or possible disposition to be completed by the end of FY2022.*

*Goals Addressed: A, B*

- 3. The Select Board will submit a letter each to the Planning Board and the Economic Development Committee by December 31, 2021 outlining the Select Board's priorities in housing, zoning, land use and economic development in an effort facilitate collaboration and joint efforts.*

*Goals Addressed: A, B, C*



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**Agenda Item: 6A1**

4. *To improve Town employee recruitment and retention the Select Board will support and actively participate in a comprehensive compensation analysis and then implement and integrate the findings and recommendations in the budgeting process for FY 2023.*

*Goals Addressed: A, D*

5. *The Select Board will annually hold joint work sessions with participation from the Truro Housing Authority, Planning Board and Zoning Board of Appeals to develop housing initiatives that will diversify the range of seasonal, year-round and transitional housing for people of varying income levels. The Select Board will provide an update on these efforts by the end of FY 2022.*

*Goals Addressed: B, D*

6. *The Select Board will support and encourage projects that protect and restore our coastal environment including these current and ongoing projects:*

- *Pamet River Tidal Flow Restoration and Watershed Study*
- *East Harbor Culvert Replacement*
- *Mill Pond and Eagle Creek Repairs and Improvement*
- *Little Pamet Watershed Study and Culvert Repair*
- *Coastal Management*

*Goals Addressed: C*

7. *The Select Board will promote the Local Comprehensive Planning Committee and process along with the work of the Economic Development Committee and encourage community participation and will provide regular updates.*

*Goals Addressed: A, D*

8. *Upon completion of the Local Comprehensive Plan, the Select Board and Town Manager will work jointly to create a Town mission statement.*

*Goals Addressed: D*

9. *To maintain vital EMS services on the Outer Cape the Select Board will support a local and regional analysis of options and if needed develop proposals to present at the 2022 Annual Town Meeting.*

*Goals Addressed: D, E*

10. *The Select Board will explore the creation of a Municipal Housing Trust under MGL c. 44 s.55C and if agreed, prepare an article for approval at Town Meeting.*

*Goals Addressed: A, B, D, E*



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**Agenda Item: 6A1**

11. *The Select Board will provide the resources in the FY2023 budget to complete the digitization of town services and records, and address cybersecurity.*  
*Goals Addressed: A, D, E*
12. *The Select Board will develop and implement a “Civility Pledge” that will be read at the beginning of all meetings of the Select Board and all Select Board- appointed boards, committees and commissions, and will request that elected boards do the same*  
*Goals Addressed: D, E*
13. *Through the Town of Truro representatives to the Provincetown Water & Sewer Board, the Select Board will encourage steps toward full cycle water usage for Provincetown and Truro, and a status report will be given at least annually at the Select Boards’ joint meeting.*  
*Goals Addressed: A, C, D, E*
14. *The Select Board will rework, update and set clearer objectives in Policy 54 and Policy 31, and will work to enhance compliance.*  
*Goals Addressed: E*
15. *The Select Board will work with the Local Comprehensive Plan Committee and the Walsh Property Community Planning Committee to build on areas of common ground and build consensus on those specific initiatives and a vision for Truro.*  
*Goals Addressed: A, B, C, D, E*
16. *The Select Board will provide support to and collaborate with the Climate Action Committee and the Energy Committee in the creation of a Climate Action Plan for the Town of Truro, and will ask for updates at least twice per year.*  
*Goals Addressed: A, C, D, E*
17. *The Select Board will develop a policy memorandum that facilitates and guides progress in all relevant areas toward a “Net Zero Truro” by 2050.*  
*Goals Addressed: A, C, D, E*
18. *The Select Board will review the efficacy of and the participation in the childcare voucher program and make recommendations based on findings to inform the FY2023 budget process.*  
*Goals Addressed: A, D, E*
19. *The Select Board will review the Senior Needs Assessment and explore the feasibility and the cost and social impact of expanding services and programs for seniors to inform the FY2023 budget process.*  
*Goals Addressed: A, D, E*



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**Agenda Item: 6A1**

20. *The Select Board will include the cost of a new Department of Public Works Facility at a yet to be determined site in the FY2023- FY2027 Capital Improvement Plan.*

*Goals Addressed: D*

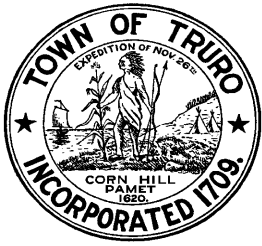
21. *The Select Board will write a letter to the Cape Cod Commission providing an accurate report of the inadequacy of internet services and requesting funding and support to resolve the infrastructure deficiency by December 1, 2021.*

*Goals Addressed: A, D, E*

## **NEXT STEPS:**

After the Public Hearing, the Select Board will consider the feedback received and will make any necessary modifications to the values, goals, and/or objectives. The Select Board will meet one more time to prioritize all objectives (and renumber this document accordingly) and to discuss a plan of action and potential Board assignments for addressing the objectives. The Values and FY2022 Goals & Objectives will then be finalized and presented at a regular meeting of the Truro Select Board.





# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Bob Weinstein, Chair

**REQUESTED MEETING DATE:** October 12, 2021

**ITEM:** Finalize & Prioritize Objectives, Establish a Plan of Action/ Board Assignments and Vote to Approve the FY2022 Goals & Objectives

**EXPLANATION:** The FY2022 Goals & Objectives process is nearly complete. This year, due to a delayed Town Meeting and Town Election, the Goals and Objectives process was initiated later than the start of the fiscal year. This year's goals and objectives are reflective of the available time left in Fiscal Year 2022.

To establish the goals and objectives this year the Select Board held a series of work sessions prior to holding a Public Hearing on September 28, 2021 in accordance with Town Charter, Chapter 4-2-11. During the work sessions, the Board modified their values and identified draft goals that each address the policies and programs that the Town of Truro will prioritize in Fiscal Year 2022, which runs from July 1, 2021 through June 30, 2022. Following the identification of goals, the Board identified Specific, Measurable, Achievable, Relevant, and Time-bound (SMART) objectives that contribute to the achievement of the goals. These objectives may contribute to the eventual competition of one goal or of multiple goals and are labeled to demonstrate the goals targeted by specific objectives.

At tonight's meeting the Board will:

- *Finalize and Prioritize the FY2022 Objectives*
- *Establish a Plan of Action for Completing the FY2022 Objectives and Potentially Assigning Board Members to serve as Ambassadors for specific objectives.*

Provided that these objectives are met, the Board will vote to approve the Values and FY2022 Goals and Objectives. The first quarterly progress report would be expected to occur in December 2021.

**FINANCIAL SOURCE (IF APPLICABLE):** N/A

**IMPACT IF NOT APPROVED:** The Board will not have established FY2022 Goals & Objectives.

**SUGGESTED ACTION:** *MOTION TO approve the Values and Fiscal Year 2022 Goals and Objectives as finalized at tonight's meeting.*

**ATTACHMENTS:**

1. Draft Values and Fiscal Year 2022 Goals and Objectives



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**Agenda Item: 6B1**

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*Goals Addressed: D*

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## **NEXT STEPS:**

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# Truro Select Board

Tuesday, October 12, 2021

Regular Meeting-5:00pm

## CONSENT AGENDA

A. Review/Approve and Authorize Signature:

1. Curb Cut Application for 249 Route 6
2. Babe's Bakery Common Victualer License
3. One Day Entertainment Application TEEA

B. Review and Approve Bond Request

C. Review and Approve Appointment Renewals: Susan Howe-WPCPC; Christine Markowski-WPCPC; Alfred Gaechter-WPCPC; Betty Gallo-WPCPC; Todd Schwebel-WPCPC; Craig Milan-WPCPC; Eileen Breslin-WPCPC; Paul Wisotzky-WPCPC; Ryan Schmidt-WPCPC, Kenneth Oxtoby-WPCPC; Jane Lea-WPCPC; Russell Braun-WPCPC; Morgan Clark-WPCPC; Steve Wynne-WPCPC

D. Amendment of Existing Appointment Expiration Dates: Economic Development Ad Hoc Committee

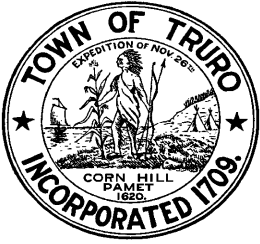
E. Review and Approve Select Board Minutes: Work Session 6.15.2021; Regular Meeting 6.22.2021; Regular Meeting 7.13.2021; Work Session 8.6.2021; Work Session 9.9.2021

Select Board Reports/Comments

Town Manager Report

Next Meeting Agenda: Regular Meeting-October 26, 2021; Work Session on Policy 54 & Policy 31- Date TBD





# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Noelle Scoullar, Executive Assistant

**REQUESTED MEETING DATE:** October 12, 2021

**ITEM:** Curb Cut Application for 249 Route 6

**EXPLANATION:** A curb cut application has been submitted for 249 Route 6. The current curb cut is opposite Bayberry Gardens, which the applicant explains makes entry and exit to/from his property dangerous.

**FINANCIAL SOURCE (IF APPLICABLE):** N/A

**IMPACT IF NOT APPROVED:** Proposed curb cut will not be allowed.

**SUGGESTED ACTION:** *Motion to approve proposed curb cut for 249 Route 6.*

**ATTACHMENTS:**

1. Application for Curb Cut with supporting documentation and email from DPW Director.

RCVD 2021AUG3 PM12:26  
ADMINISTRATIVE OFFICE  
TOWN OF TRURO

**EXHIBIT 1**

TOWN OF TRURO  
APPLICATION FOR A CURB CUT PERMIT

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

Date: 8/3/2021

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

Re: **APPLICATION FOR A CURB CUT**

Dear Board Members:

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

Owners Name(s) (Please Print): TIMOTHY EUSTACE

Address: 249 Route 6 Truro

Phone Number: 

Email Address:  / 

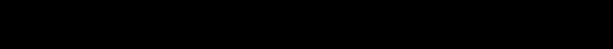
Curb Cut Street Location: Atwood Road

Affected Town or State road: Atwood Road, Truro

Truro Assessor's Map Number: 2378 Parcel Number: 46-156

Name of contractor: Gregory Morris, Truro

Contractor Phone Number: 

Contractor Email: 

Reason/explanation: safer egress/ingress. current driveway extremely dangerous entry/exit

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

Applicant's Signature: 

Owner's Signature (if different): \_\_\_\_\_ Date: 8/3/21

Owner's Address (if different): \_\_\_\_\_

**Director, Department of Public Works Preliminary Approval:**

Approved  Disapproved  Not Applicable

  
\_\_\_\_\_  
Director, Department of Public Works

\_\_\_\_\_  
Date

9-10-21

**Chief of Police Approval:**


Approved  Disapproved  Not applicable

\_\_\_\_\_  
Chief of Police

\_\_\_\_\_  
Date

**Health and Conservation Agent:**

Approved  Disapproved

  
\_\_\_\_\_  
Health & Conservation Agent

\_\_\_\_\_  
Date

9/16/2021

**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

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

**Chief of Police Approval:**  
 Approved  Disapproved  Not applicable

\_\_\_\_\_  
Chief of Police Date 9/10/2021

**Health and Conservation Agent:**  
 Approved  Disapproved  
\_\_\_\_\_  
Date

Health & Conservation Agent

**Board of Selectmen Approval:**  
 Approved  Disapproved

\_\_\_\_\_  
Chairman, Board of Selectmen Date

**Planning Board Approval (if required):**  
 Approved  Disapproved  Not Applicable

\_\_\_\_\_  
Chairman, Planning Board Date

**Building Commissioner Approval:**  
 Approved  Disapproved Building Permit Number \_\_\_\_\_

\_\_\_\_\_  
Building Commissioner Date

**Mass Highway Referral (if required):**  
Date Forwarded \_\_\_\_\_

\_\_\_\_\_  
Signature

**Director, Department of Public Works Declaration of Compliance:**  
I have inspected the property located at \_\_\_\_\_ and found the work requested on the Application for a Curb Cut dated \_\_\_\_\_ to be in compliance with the Board of Selectmen Policy #28 - Curb Cut Policy.

\_\_\_\_\_  
Director, Department of Public Works Date

**Building Commissioner Final Approval:**  
 Approved  Disapproved Certificate of Occupancy \_\_\_\_\_

\_\_\_\_\_  
Building Commissioner Date



# TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

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

## Memorandum

---

**To:** Darrin Tangeman, Town Manager  
**From:** Jarrod J. Cabral, Department of Public Works Director  
**Date:** September 30, 2020  
**Subject:** Curb Cut – 249 Route 6

---

The applicant for the proposed curb cut would be abandoning the existing curb located at 249 Route 6. All sediment and storm water runoff will be contained on the property at the new location on Atwood Road. The homeowner is aware that once the curb cut is completed, they will need to request in writing the address change from the Assessor. The next step would be for the assessor to make the change and notify all Town Departments including the Police Department and the State to update the 911 data base.

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

## Jarrold Cabral

---

**From:** Timothy Eustace [REDACTED]  
**Sent:** Wednesday, August 25, 2021 12:05 PM  
**To:** Jarrod Cabral  
**Subject:** Re: Message from KM\_C300i

Good morning Jarrod,

I am mistaken. The scale is 1" to 70'.

Sorry,

tim

-----Original Message-----

**From:** Jarrod Cabral <jcabral@truro-ma.gov>  
**To:** Timothy Eustace [REDACTED]  
**Sent:** Tue, Aug 24, 2021 3:01 pm  
**Subject:** RE: Message from KM\_C300i

Thanks for the quick response I'll let you know when this will be on the Select Board agenda – Thanks - Jarrod

**From:** Timothy Eustace [REDACTED]  
**Sent:** Tuesday, August 24, 2021 2:54 PM  
**To:** Jarrod Cabral <jcabral@truro-ma.gov>  
**Subject:** Re: Message from KM\_C300i

Thanks Jarrod,

To answer your questions;

First, due to the topography drainage would be contained to the property. The block idea was due to your suggestion. If necessary, a drainage apron can be included. It would be 18' by 15'. It would be entirely on the property..

The entire driveway is to be 15' wide.

As requested, scale is 1" to 40'

Let me now if you need more.

Thanks again,

tim

-----Original Message-----

**From:** Jarrod Cabral <jcabral@truro-ma.gov>  
**To:** Timothy Eustace [REDACTED]  
**Sent:** Tue, Aug 24, 2021 2:12 pm  
**Subject:** FW: Message from KM\_C300i

Good afternoon, Just a couple of comments...

Page 1 number two - Any drainage structure to be installed must go on private property and all storm water and sediment runoff must be contained on private property. Please describe how the storm water runoff and sediment will be contained on private property.

Page 1 number 3 – What are the dimensions of the belgian block apron? Please incorporate the belgian block apron on your plans.

Page 3 - What is the scale of the drawing?

Page 3 – Is the entire driveway 15' wide?

Thanks - Jarrod

**From:** [thetownoftruro@gmail.com](mailto:thetownoftruro@gmail.com) <[thetownoftruro@gmail.com](mailto:thetownoftruro@gmail.com)>

**Sent:** Tuesday, August 24, 2021 12:24 PM

**To:** Jarrod Cabral <[jcabral@truro-ma.gov](mailto:jcabral@truro-ma.gov)>

**Subject:** Message from KM\_C300i

This communication may contain privileged or other confidential information. If you are not the intended recipient, or believe that you have received this communication in error, please do not print, copy, retransmit, disseminate, or otherwise use the information. Also, please indicate that to the sender and delete the copy you received. When writing or responding, please remember that the Secretary of State's Office has determined that email is a public record. Please take notice: All e-mail communications sent or received by persons using the Town of Truro network may be subject to disclosure under the Massachusetts Public Records Law (M.G.L. Chapter 66, Section 10) and the Federal Freedom of Information Act

---

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

---

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---

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

---

Timothy Eustace  
249 Route 6/PO BOX 777  
Truro, MA 02666

8/3/2021

Board of Selectman  
24 Town Hall Road  
PO BOX 2030  
Truro, MA 02666

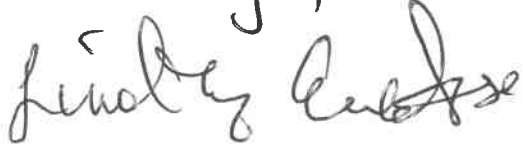
Dear Board Members,

I am formally requesting a curb cut on Atwood Road, Truro for our property that resides at 249 Route 6, Truro. The current driveway located on Route 6, directly across from Bayberry Gardens, has proven to be an extremely dangerous port of entry and exit. There is a lot of activity with cars, trucks and tractor trailers turning in and out of the garden center. That mixed with the fast paced flow of traffic on the highway and cars and trucks trying to pass turning vehicles on the right in the shoulder and bike lane at very fast paces has proven to be extremely dangerous for myself and my family; walking, running, biking and pulling in and out. I have almost been hit by a car directly in front of our driveway on Route 6 on several occasions. We constantly have children and kids between the ages of 2-17 present on our property and doing activities that unfortunately requires using Route 6.



Taking a left into our driveway coming from the Provincetown / North Truro direction is almost impossible with all of the activity in this specific location, not to mention the constant fear of being rear ended whether on a bicycle, a motorcycle or in a car.

I appreciate your consideration for this much needed adjustment to our property for our much needed safety and well being.

Sincerely,  
  
Timothy Eustace



104.11  
137.06

85.89

80.10

4

(2)

50.00

63.79

**372**

2.790 Ac

(1)

6

**157**

1.000 Ac

228.03

248.20

6r

249

222.65

**156**

.330 Ac

*existing driveway to be closed*

611.1 (s)

220.35

*Route 6*

*300 ft.*

97.51

156.22

297.87

47 (s)

*19ft.*  
*15ft.*

617 +/-

*BAYBERRY GARDENS*

*driveway begins 50ft. from Atwood Street sign and 68ft. from Route 6*

84 +/-

42.22

229.31

52.03

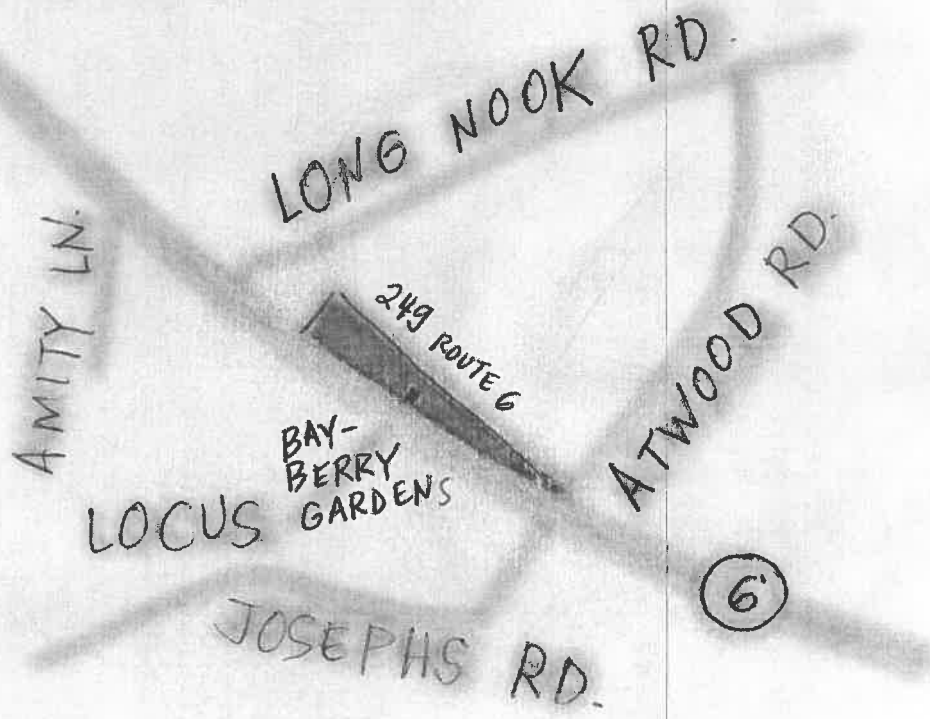
87.67

(4)

(1)

3

LOCUS MAP



NOT TO SCALE











































From: [REDACTED]

To: [REDACTED]

Subject: Curb

Date: Fri, May 22, 2020 8:57 am

Attachments: IMG\_9899.jpg (36K)

---

Sent from my iPhone

1 Attached Images



From

To

Subject: Curb

Date: Fri, May 22, 2020 8:58 am

Attachments: IMG\_9916.jpg (36K)

---

Sent from my iPhone

1 Attached Images





From

To

Subject: Curb

Date: Fri, May 22, 2020 8:53 am

Attachments: IMG\_9860.jpg (41K)

---

Sent from my iPhone

1 Attached Images



From:

To:

Subject: Curb

Date: Fri, May 22, 2020 8:55 am

Attachments: IMG\_9874.jpg (49K)

---

Sent from my iPhone

1 Attached Images



**From:** [REDACTED]

**To:** [REDACTED]

**Subject:** Curb

**Date:** Fri, May 22, 2020 8:48 am

**Attachments:** IMG\_9827.jpg (35K)

---

Sent from my iPhone

1 Attached Images



From

To

Subject: Curb

Date: Fri, May 22, 2020 8:49 am

Attachments: IMG\_9832.jpg (35K)

---

Sent from my iPhone

1 Attached Images



From:

To:

Subject: Curb

Date: Fri, May 22, 2020 8:52 am

Attachments: IMG\_9853.jpg (65K)

---

Sent from my iPhone

1 Attached Images



From: [REDACTED]  
To: [REDACTED]  
Subject: [REDACTED]

Date: Fri, May 22, 2020 8:41 am

Attachments: IMG\_9620.jpg (37K)

---

Sent from my iPhone

1 Attached Images



From

To

Subject: Curb

Date: Fri, May 22, 2020 8:40 am

Attachments: IMG\_9590.jpg (27K)

---

Sent from my iPhone

1 Attached Images



**From:** [REDACTED]

**To:** [REDACTED]

**Subject:** Curb

**Date:** Fri, May 22, 2020 8:39 am

**Attachments:** IMG\_9583.jpg (26K)

---

Sent from my iPhone

1 Attached Images





From: [REDACTED]

To: [REDACTED]

Subject: Curb

Date: Fri, May 22, 2020 8:38 am

Attachments: IMG\_9579.jpg (72K)

---

Sent from my iPhone

1 Attached Images



**From:** [REDACTED]

**To:** [REDACTED]

**Subject:** Curb

**Date:** Fri, May 22, 2020 8:35 am

**Attachments:** IMG\_9476.jpg (67K)

---

Sent from my iPhone

1 Attached Images



From [REDACTED]

To [REDACTED]

Subject: Curb

Date: Fri, May 22, 2020 8:33 am

Attachments: IMG\_9442.jpg (32K)

---

Sent from my iPhone

1 Attached Images



**From:** [REDACTED]

**To:** [REDACTED]

**Subject:** Cut cut

**Date:** Fri, May 22, 2020 8:32 am

**Attachments:** IMG\_9435.jpg (68K)

---

Sent from my iPhone

1 Attached Images



From

To

Subject: Curb

Date: Fri, May 22, 2020 8:43 am

Attachments: IMG\_9758.jpg (41K)

---

Sent from my iPhone

1 Attached Images



From

To

Subject: Curb

Date: Fri, May 22, 2020 8:50 am

Attachments: IMG\_9837.jpg (29K)

---

Sent from my iPhone

1 Attached Images



From [REDACTED]

To [REDACTED]

**Subject:** Curb

**Date:** Fri, May 22, 2020 8:49 am

**Attachments:** IMG\_9833.jpg (35K)

---

Sent from my iPhone

1 Attached Images



From [REDACTED]

To [REDACTED]

Subject: Curb

Date: Fri, May 22, 2020 8:48 am

Attachments: IMG\_9829.jpg (36K)

---

Sent from my iPhone

1 Attached Images





From:

To:

Subject: Curb

Date: Fri, May 22, 2020 8:47 am

Attachments: IMG\_9823.jpg (30K)

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Sent from my iPhone

1 Attached Images



From: [REDACTED]

To: [REDACTED]

Subject: Curb

Date: Fri, May 22, 2020 8:50 am

Attachments: IMG\_9836.jpg (29K)

---

Sent from my iPhone

1 Attached Images



From: [REDACTED]  
To: [REDACTED]  
Subject: Curb

Date: Fri, May 22, 2020 8:54 am

Attachments: IMG\_9872.jpg (40K)

---

Sent from my iPhone

1 Attached Images



**From:** [REDACTED]

**To:** [REDACTED]

**Subject:** Curb

**Date:** Fri, May 22, 2020 8:53 am

**Attachments:** IMG\_9861.jpg (41K)

---

Sent from my iPhone

1 Attached Images



From [REDACTED]

To [REDACTED]

Subject: Curb

Date: Fri, May 22, 2020 8:34 am

Attachments: IMG\_9456.jpg (31K)

---

Sent from my iPhone

1 Attached Images



From: [REDACTED]

To: [REDACTED]

Subject: Curb

Date: Fri, May 22, 2020 8:44 am

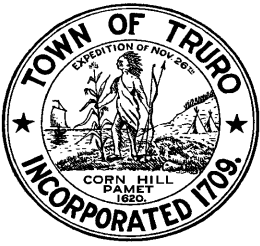
Attachments: IMG\_9762.jpg (40K)

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Sent from my iPhone

1 Attached Images





# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Noelle Scoullar, Executive Assistant

**REQUESTED MEETING DATE:** October 12, 2021

**ITEM:** Approval of 2021 Seasonal License Renewal: Babe’s Bakery Inc (65 Shore Road)

**EXPLANATION:** There is one 2021 seasonal license renewal application and supporting documentation for review and approval by the Select Board as the Local Licensing Authority.

The Health Department License review and issuance was on 9/17/2021.

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

Mass General Law	Licenses & Permits Issued by Select Board	Names of Businesses
Chapter 140 §2	<b>Common Victualer-Cook,</b> Prepare & Serve Food	<b>Babe’s Bakery Inc.</b>

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

**SUGGESTED ACTION:** MOTION TO approve a 2021 Seasonal Common Victualer (food) for Babe’s Bakery Inc. upon compliance with all regulations and receipt of the necessary documents and fees.

**ATTACHMENTS:**

1. Renewal Application for 2021: Babe’s Bakery Inc. (65 Shore Road)

2021



Town of Truro Board of Health

24 Town Hall Road, P.O. Box 2030, Truro, MA 02666
Tel: 508-349-7004, Extension: 131 Fax: 508-349-5508
Email: ebeebe@truro-ma.gov or adavis@truro-ma.gov

HEALTH DEPARTMENT TOWN OF TRURO

JUN 28 2021

RECEIVED BY:

#2021-100A FS 2021-100B Caterer

PAID 53-7346/2021

APPLICATION FOR FOOD SERVICE - COMMON VICTUALER

New Renewal

Section 1 - License Type

Type of License: Food Service Common Victualer

Type of Food Service Establishment:

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

Section 2 - Business/Owner/Manger Information

Federal Employers Identification Number (FEIN/SS)
Business Name: BABE'S BAKERY INC
Owner Name: CLAUDIA BUESFELG Email Address:
Mailing Address: P.O. Box 352 NORTH TRURO MA 02652
Phone No:
Person Directly Responsible for Daily Operations: (Owner, Person In Charge, Supervisor, Manager)
Name: TERENCE JOHNSON Email Address:
Mailing Address: P.O. Box 352 NORTH TRURO MA 02652
Phone No: 24 Hour Emergency:

Section 3 - Business Operation Details

Number of Seats: Inside: 36 Outside: 12 Number of Employees:
Length of Permit: Annual Seasonal Operation
Hours of Operation: 8 To 12
Days Closed Excluding Holidays:
If Seasonal: Approximate Dates of Operation: 10/16/21 To 10/17/21



**Lynne Budnick**

---

**From:** Lynne Budnick  
**Sent:** Tuesday, June 29, 2021 3:11 PM  
**To:** claudia boespflug  
**Subject:** Babes Bakery - additional documents required

Good afternoon Claudia,

Thank you for your business application for : **Babes Bakery**.

In addition to the items you have listed on the application as to be delivered when you arrive, we will need an updated Liability Certificate from your insurance company for your application submission. Please have your insurance carrier fax or email us the updated certificate.

Your licensing will be on hold until all documents have been received and it will then be forwarded to the Health Agent for review.

Best regards,

Lynne G. Budnick

*Lynne G. Budnick*

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





### Fire Protection Systems Annual Test Report

TRURO FIRE RESCUE  
Truro Public Safety Facility  
166 Route 6 Truro, MA 02666

#### FIRE PROTECTION SYSTEMS ANNUAL TEST REPORT

BUSINESS NAME Babe's Bakery **Babe's Bakery**  
OWNER/MANAGER CLAUDIA BOESPFLUG  
ADDRESS 65 SHORE RD.  
PHONE # 508 481 7457 NUMBER OF UNITS 1  
CONTACT PERSON \_\_\_\_\_  
ADDRESS \_\_\_\_\_

TESTING COMPANY FIRE EQUIPMENT, INC. **Fire Equipment Included**  
TESTING ELECTRICIAN/TECHNICIAN: MIKE ROUBENKO  
COMPANY PHONE # (508) 795-3473 HOME PHONE # (774) 487-7647  
LICENSE # 5342 **5342**

The fire protection system (including, but not limited to, fire alarm, fire extinguishers, fire hose systems, fire extinguishers, fire alarm systems, etc.) of the above mentioned business address, were tested. (CERTIFIED) the said system of the system, were found to be, as corrected to be, fully operational.

COMMENTS IN CONFORMANCE WITH CODE  
**In compliance with code**

DATE OF CERTIFICATION: 8/2/21 BY: MIKE ROUBENKO  
Signature of Licensed Electrician

**Date of certification 8/2/21**

THIS REPORT MUST BE FILLED OUT AND SUBMITTED, PRIOR TO THE ISSUANCE OF OR RENEWAL OF A LICENSE TO OPERATE WITHIN THE TOWN OF TRURO.

Number: 2021 – 100A

Fee \$75.00

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

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

Whose place of business is **Terence Johnson, mgr., d/b/a Babe's Bakery**  
**63 Shore Rd**

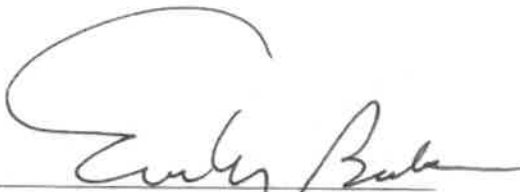
Type of business and any restrictions **Restaurant**

To operate a food establishment in **Truro**  
(City or Town)

Permit Expires: **December 31, 2021**

Date Issued:  
**9-16-2021**

Seating: 48

  
Emily Beebe, R.S.,  
Agent for the Truro Board of Health

Number: 2021-100C

Fee \$10.00

**Town of Truro Board of Health**  
**24 Town Hall Road, Truro, MA 02666**

**Bakery License**

This is to Certify that

**Terence Johnson, Manager, d/b/a Babes' Bakery Inc.**  
**63 Shore Rd**

IS HEREBY GRANTED A LICENSE


For

**a bakery**

This license is granted in conformity with the Statutes and ordinances relating thereto, and expires **December 31, 2021** unless sooner suspended or revoked.

Date

9/17/2021

  
\_\_\_\_\_  
Emily Beebe, R.S.,  
Agent for the Truro Board of Health

**Number: 2021-100B**

**Fee \$50.00**

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

In accordance with provisions of Chapter 111, Section 127A of the Massachusetts General Laws, Regulations established by the Massachusetts Department of Public Health (105 CMR 590.00) and the provisions of Chapter 111, Section 31 of the Massachusetts General Laws, Regulations established by the Truro Board of Health (Section X) a permit is hereby issued to:

**Terence Johnson, mgr.**

Whose place of business is: **Babe's Bakery**

Type of business and any restrictions **Food Caterer**

To operate a food establishment in **Truro**

Permit Expires: **December 31, 2021**

Date Issued: **9/17/2021**



Emily Beebe, R.S.,

Agent for the Truro Board of Health



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

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

**Applicant Information**

Please Print Legibly

Business/Organization Name: Babe's Bakery Inc

Address: 69 SHORE RD

City/State/Zip: NO. TRURO MA 02628 Phone #: [REDACTED]

**Are you an employer? Check the appropriate box:**

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

**Business Type (required):**

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

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

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

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

Insurance Company Name: FIRE SIDE INSURANCE

Insurer's Address: 10 SHANK PAINTER RD. P.O. Box 760

City/State/Zip: PROVINCETOWN MA, 02657

Policy # or Self-ins. Lic. # [REDACTED] Expiration Date: 08/24/2021

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

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

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

Signature: [Signature] Date: May 30/2021

Phone #: \_\_\_\_\_

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

City or Town: \_\_\_\_\_ Permit/License # \_\_\_\_\_

Issuing Authority (circle one):

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

Contact Person: \_\_\_\_\_ Phone #: \_\_\_\_\_

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

TERENCE JOHNSON

Allergen Awareness Certification (attach copy):

TERENCE JOHNSON

Has your menu changed from last year?  Yes  No

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

**Section 4 - Attestation**

**Attestation**

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

Signature of Applicant:

Date:

June 17/2021

**Application Checklist:**

- Food Service Permit Application
- Smoke Detector/Fire Protection Certification *Will comply at arrival ✓*
- Workers Compensation Affidavit/Certificate of Insurance
- Copy of Inspection of Kitchen Equipment: Commercial Hood and Ventilation System Report *Will comply upon arrival July 20/2021 ✓*
- Copy of Service report of mechanical washing equipment (Dishwasher)
- Copy of ServSafe Certification and Allergy Awareness *ON FILE*
- Copy of Choke Saver (for food service establishment w/seating capacity of 25 or more) *ON FILE*

**FOR HEALTH DEPARTMENT USE ONLY**

Comments: \_\_\_\_\_

Review by \_\_\_\_\_

Date \_\_\_\_\_



HEALTH DEPARTMENT  
TOWN OF TRURO

JUN 29 2021

RECEIVED BY:

TRURO FIRE RESCUE  
Truro Public Safety Facility  
344 Route 6 Truro, MA 02666

HEALTH DEPARTMENT  
TOWN OF TRURO

SEP 01 2020

RECEIVED BY:

FIRE PROTECTION SYSTEMS  
ANNUAL TEST REPORT

BUSINESS NAME: BARRE'S Bakery INC

OWNER/MANAGER: CLAUDIA BOESPFLUG

ADDRESS: 69 SHORE RD NO. TRURO MA 02652

PHONE: [REDACTED] NUMBER OF UNITS:           

CONTACT PERSON: CLAUDIA BOESPFLUG

ADDRESS: P.O. Box 352 NORTH TRURO MA 02652

TESTING COMPANY: RALPH J. PERRY

TESTING ELECTRICIAN/TECHNICIAN: Justin Bease #5209

COMPANY PHONE #:            HOME PHONE #: 774-487-7011

LICENSE #:           

The fire protection system (s) including, but not limited to, (Sprinkler Systems) (Range Hood Systems) (Fire Extinguishers) (Type I II III Fire Alarm Systems) (C.O. Detectors) at the above mentioned business address, were tested, (CERTIFIED) the add parts of the systems, were found to be, or corrected to be, fully operational.

COMMENTS: Extinguishers / Hood System / Smoke Detector OK

DATE OF CERTIFICATION: 8/20/2020 BY: [Signature]  
Signature of Licensed Electrician

THIS REPORT MUST BE FILLED OUT AND SUBMITTED, PRIOR TO THE ISSUANCE OF, OR RENEWAL OF A LICENSE TO OPERATE WITHIN THE TOWN OF TRURO.



**ServSafe**  
National Restaurant Association

# ServSafe® CERTIFICATION

## TERENCE JOHNSON

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

5439  
CERTIFICATE NUMBER

5439  
EXAM FORM NUMBER

8/5/2019  
DATE OF EXAMINATION

8/5/2024  
DATE OF EXPIRATION

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



#0855

*Sherron Brown*  
Sherron Brown  
Executive Vice President, National Restaurant Association Solutions



In accordance with ANSI...

The ServSafe logo are trademarks of the NRAEF, National Restaurant Association® and the arc design

Contact us with questions at 233 S. Wacker Drive, Suite 3600, Chicago, IL 60606-6383 or [ServSafe@restaurant.org](mailto:ServSafe@restaurant.org).

# CERTIFICATE OF ALLERGEN AWARENESS TRAINING

Name of Recipient: TERENCE JOHNSON

Certificate Number: 4084476

Date of Completion: 8/23/2019

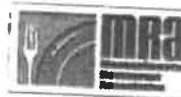
Date of Expiration: 8/23/2024



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

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

Issued By:



Massachusetts Restaurant Association  
333 Turnpike Road, Suite 102  
Southborough, MA 01772  
508-303-9905  
[www.marestaurantassoc.org](http://www.marestaurantassoc.org)

NATIONAL  
RESTAURANT  
ASSOCIATION  
800.765.2122  
[www.restaurant.org](http://www.restaurant.org)



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/30/21

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

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

<b>PRODUCER</b> FIRESIDE INSURANCE AGENCY INC #10 Shank Painter Cmn POB 760 Provincetown, MA 02657-0760		<b>CONTACT NAME:</b> PHONE (A/C No. Ext): (508)487-9044 FAX (A/C. No.): (508)487-0649 E-MAIL ADDRESS: firesideinsurance@hotmail.com	
<b>INSURED</b> BABE'S INC CLAUDIA BOESPFLUG PO BOX 352 NORTH TRURO, MA 02652		INSURER(S) AFFORDING COVERAGE INSURER A: NAUTILUS INS CO INSURER B: NORFOLK & DEDHAM INSURER C: INSURER D: INSURER E: INSURER F:	

HEALTH DEPARTMENT  
TOWN OF TRURO

JUN 30 2021

RECEIVED BY:

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDITIONAL COVERAGES (IND. WVD)	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:		[REDACTED]	06/04/21	06/04/22	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (EA OCCURRENCE) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPROP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (EA ACCIDENT) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	[REDACTED]	08/24/20	08/24/21	PER STATUTE OTHER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**BABES, INC**  
 FEIN #04-2731260  
 69 SHORE RD  
 NORTH TRURO, MA 02652

<b>CERTIFICATE HOLDER</b> TOWN OF TRURO TOWN HALL TRURO, MA 02666	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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# TOWN OF TRURO

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

## TAX STATUS REQUEST FOR LICENSING

Date 6/29/2021

Request is coming from the Selectmen's Office \_\_\_\_\_ Health Office X

Owner's Name:

Business Name Babes Restaurant

Residential Address : 63 Shore Rd

Map and Parcel : 36-78

Please verify whether the Real Estate and Personal Property taxes to this property are up to date for the current fiscal year.

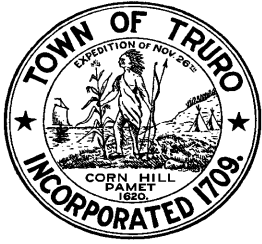
All set ✓

Molly Jenkins

Tax Collector's Signature

6/29/2021

Date



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Nicole Tudor, Executive Assistant

**REQUESTED MEETING DATE:** October 12, 2021

**ITEM:** Approval of Entertainment Licenses for Truro Educational and Enrichment Alliance

**EXPLANATION:** MGL Chapter 140 § 181 provides local authority to license performance events. Entertainment Applications for review and approval are below:

- Saturday, October 30<sup>th</sup>, from 12pm-4pm, Truro Central School field, 317 Route 6

The Entertainment Applications have been reviewed by the Chief of Police and approved.

**FINANCIAL SOURCE (IF APPLICABLE):** N/A

**IMPACT IF NOT APPROVED:** Entertainment will not be held for these events.

**SUGGESTED ACTION:** *MOTION TO approve Entertainment Licenses for*

- Saturday, October 30<sup>th</sup>, from 12pm-4pm, Truro Central School field, 317 Route 6

*And authorize the Chair to sign the applications.*

**ATTACHMENTS:**

1. One Day Entertainment Application



# TOWN OF TRURO

## Licensing Department

PO Box 2030, Truro, MA 02666

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

Email: [ntudor@truro-ma.gov](mailto:ntudor@truro-ma.gov) or [nscoullar@truro-ma.gov](mailto:nscoullar@truro-ma.gov)

RCMD 2021 SEP 28 09:02:23  
ADMINISTRATIVE OFFICE  
TOWN OF TRURO

### Application for an Entertainment License

Weekday  Saturday  \*Sunday

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

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

#### BUSINESS/ORGANIZATION INFORMATION

Shelby Lowrey  
Name of Applicant

Truro Educational & Enrichment Alliance  
Business/Organization Name

PO Box 2029, Truro, MA 02666  
Mailing Address of Business/Organization

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

Yes

No

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

Shelby Lowrey  
Contact Person

774-722-3239  
Phone Number

Shelby Lowrey@gmail.com  
Email

#### INDIVIDUAL APPLICANT INFORMATION

Individual's Name

Mailing Address

Phone Number

Email Address

#### EVENT INFORMATION

Saturday October 30<sup>th</sup>  
Day (s)/Date (s) of Event for License to be issued

School Fundraiser  
Purpose of Event (example: fundraiser)

Hours of Event (from - to) 12 - 4 pm

Truro Central School Field 317 Rt. 6 Truro, MA 02666  
Location (Must provide facility name, if any, street number and name)

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

Truro Central School 317 Rt 6 Truro, MA 02666  
Property Owner Name and Address

508-487-1558  
Phone number

Seating Capacity: N/A

Occupancy Number: TCS Field 300

N/A  
Name of Caterer (if applicable)

Approximate number of people attending 150

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

Will an admission fee be collected?  Yes  No (Suggested entry donation of \$20.00 per family)

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

Will there be Police Traffic Control?  Yes  No

**ENTERTAINMENT INFORMATION**

Type of Entertainment: Please check the appropriate boxes.

Dancing:  By Patron  By Entertainers  No Dancing

Music:  Recorded  Juke Box  Live  No Music

Number of Musicians & Instruments (Type) Rip it up's - 5 - drums, sax, tuba, guitar

Amplified System:  Yes  No

Shows:  Theater  Movies  Floor Show  Light Show

No Show (In contact with Payomet Circus for 1 hr. Kid Show)

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

**Applicant's Signature**

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

Signature

Date

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

**Office Use Only**

Fee \$50.00

**APPROVAL**

License No \_\_\_\_\_

Select Board \_\_\_\_\_ Meeting Date \_\_\_\_\_

Police Department \_\_\_\_\_ Date 10/4/2021

Restrictions/Conditions attached to the license by the Select Board or its Delegate: \_\_\_\_\_



MASSACHUSETTS DEPARTMENT OF REVENUE  
 PO BOX 7044  
 BOSTON, MA 02204-7044  
 CONTACT CENTER  
 (617) 887-6367

Letter ID: L1499407360  
 Notice Date: November 1, 2016  
 MA Taxpayer ID: 10146496

**CERTIFICATE OF EXEMPTION**



TRURO EDUCATIONAL AND ENRICHME  
 317 ROUTE 6  
 TRURO MA 02666-0983

000368

Attached below is your Certificate of Exemption (Form ST-2). Cut along the dotted line and display at your place of business. You must report any change of name or address to us so that a revised ST-2 can be issued.

DETACH HERE



MASSACHUSETTS DEPARTMENT OF REVENUE

Form ST-2

**Certificate of Exemption**

TRURO EDUCATIONAL AND  
 ENRICHMENT ALLIANCE INC  
 PO BOX 983  
 TRURO MA 02666-0983

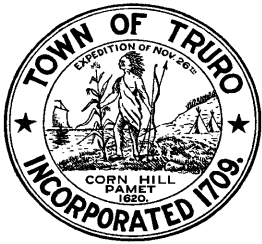
MA Taxpayer ID: [REDACTED]  
 Certificate Number: [REDACTED]

This certifies that the organization named above is an exempt purchaser under Chapter 64H, section 6(d) or (e) of the Massachusetts General Laws. All purchases of tangible personal property by this organization are exempt from taxation to the extent that such property is used in the conduct of the business of the purchaser. Misuse of this certificate by any tax-exempt organization or unauthorized use of this certificate by any individual will lead to revocation. Willful misuse of this certificate is subject to criminal sanctions of up to one year in prison and \$10,000 (\$50,000 for corporations) in fines. This certificate is non-transferable and may be suspended or revoked for failure to comply with state laws and regulations.

**Effective Date:** December 18, 2016

**Expiration Date:** December 17, 2026





# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Collector/Treasurer

**REQUESTOR:** Town Manager, Darrin Tangeman

**REQUESTED MEETING DATE:** October 12, 2021

**ITEM:** Request to approve the Official's Bond for Alex Lessin, Finance Director: Treasurer/Collector of Taxes, in the amount of \$150,000

**EXPLANATION:** M.G.L. Chapter 41, Section 46 requires that "The Treasurer shall furnish a bond satisfactory to them for the faithful performance of his duties."

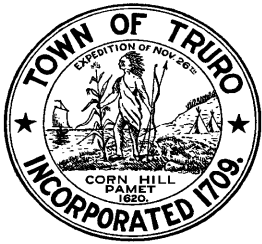
As the newly appointed Finance Director: Treasurer/ Collector of Taxes, Alex Lessin will need to be appointed and bonded. An application was made for the required bond upon appointment as Finance Director: Treasurer/ Collector of Taxes. The bond documents include the requirement that the governing board (the Select Board) approve the bond amount for the bonded individual. Such approval must be attested to in the documents returned to the insurer through our agent, Benson, Young and Downs Insurance Agency, Inc. as soon as possible.

**FINANCIAL SOURCE (IF APPLICABLE):** FY2022 Operating Budget

**IMPACT IF NOT APPROVED:** If not approved, the official will be out of compliance with M.G.L. Chapter 41, Section 46 and the Town will fail to protect its financial interest in the activities of the Treasurer's Office.

**SUGGESTED ACTION:** *Motion to approve the Official's Bond for Alex Lessin, Finance Director: Treasurer/ Collector of Taxes in the amount of \$200,000.*

**ATTACHMENTS:** None



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Noelle Scoullar, Executive Assistant

**REQUESTED MEETING DATE:** October 12, 2021

**ITEM:** Reappointment of Walsh Property Community Planning Committee members: Susan Howe, Christine Markowski, Alfred Gaechter, Betty Gallo, Todd Schwebel, Craig Milan, Eileen Breslin, Paul Wisotzky, Ryan Schmidt, Kenneth Oxtoby, Jane Lea, Russell Braun, Morgan Clark, Steve Wynne

**EXPLANATION:** The Walsh Property Community Planning Committee appointments expire on October 13, 2021. Members were asked to fill out a new application to serve to be reappointed for another year in accordance with Town Charter 6-4-4 regarding ad hoc committee appointments.

Currently the Walsh Property Community Planning Committee has a membership of 15. One member has decided not to request reappointment at this time. Fourteen members have submitted applications to serve.

**FINANCIAL SOURCE (IF APPLICABLE):** N/A

**IMPACT IF NOT APPROVED:** The Walsh Property Community Planning Committee will not have the requisite 15 members and will not be able to meet as they will be unable to obtain a quorum.

**SUGGESTED ACTION:** *Motion to appoint Susan Howe to the WPCPC for a one-year term expiring October 13, 2022.*

*Motion to appoint Christine Markowski to the WPCPC for a one-year term expiring October 13, 2022.*

*Motion to appoint Fred Gaechter to the WPCPC for a one-year term expiring October 13, 2022.*  
*Motion to appoint Betty Gallo to the WPCPC for a one-year term expiring October 13, 2022.*  
*Motion to appoint Todd Schwebel to the WPCPC for a one-year term expiring October 13, 2022.*  
*Motion to appoint Craig Milan to the WPCPC for a one-year term expiring October 13, 2022.*  
*Motion to appoint Eileen Breslin to the WPCPC for a one-year term expiring October 13, 2022.*  
*Motion to appoint Paul Wisotzky to the WPCPC for a one-year term expiring October 13, 2022.*  
*Motion to appoint Ryan Schmidt to the WPCPC for a one-year term expiring October 13, 2022.*  
*Motion to appoint Kenneth Oxtoby to the WPCPC for a one-year term expiring October 13, 2022.*  
*Motion to appoint Jane Lea to the WPCPC for a one-year term expiring October 13, 2022.*  
*Motion to appoint Russell Braun to the WPCPC for a one-year term expiring October 13, 2022.*  
*Motion to appoint Morgan Clark to the WPCPC for a one-year term expiring October 13, 2022.*  
*Motion to appoint Steve Wynne to the WPCPC for a one-year term expiring October 13, 2022.*

**ATTACHMENTS:**

1. Application to Serve-Susan Howe
2. Application to Serve-Christine Markowski
3. Application to Serve-Fred Gaechter
4. Application to Serve-Betty Gallo
5. Application to Serve-Todd Schwebel
6. Application to Serve-Craig Milan
7. Application to Serve-Eileen Breslin
8. Application to Serve- Paul Wisotzky
9. Application to Serve-Ryan Schmidt
10. Application to Serve-Kenneth Oxtoby
11. Application to Serve-Jane Lea
12. Application to Serve-Russell Braun
13. Application to Serve-Morgan Clark
14. Application to Serve-Steve Wynne

**Truro**

*Application to Serve on a Board or Committee*

**Last Name**

*Howe*

RCVD 2021SEP28 04:13:37

**First Name**

*Susan*

ADMINISTRATIVE OFFICE

TOWN OF TRURO

**Middle Initial**

*S*

**Email Address**

[REDACTED]

**Phone Number**

[REDACTED]

**Address (Street)**

*12 Houser Way*

**Address (City)**

*Truro*

**Address (State)**

*MA*

**Address (Zip Code)**

*02666*

**Mailing Address (Please indicate box number and zip code)**

*PO Box 973, Truro MA 02666*

Only full-time, registered Truro voters are able to serve on regulatory boards and commissions. All taxpayers/ residents are eligible to serve on non-regulatory boards and commissions.

**Are you a full-time resident of Truro?**

Yes

No

**Are you registered to vote in Truro?**

Yes

No

**What Board/ Committee Are You Applying For?**

*Walsh Property*

**Briefly Describe Why You Wish to Serve on This Board or Committee:**

*I have been serving on this board for the past year and would like to participate in the process as it moves forward.*

**Have you attended a meeting of the committee listed above?**

Yes

No

**Have you read the charge of the committee?**

Yes

No

**Have you met with the chair of the committee?**

Yes

No

**Are there other Boards/ Committees in which you are interested? Note: To be appointed to a regulatory board or committee, you must be a full-time resident and registered voter in Truro. Please list the Boards/ Committees names:**

**Briefly list your experience working on a committee or team. This can be professional,**

town, volunteer, charity, etc.

Current positions: Chair, Truro Commission on Disabilities Member, Community Preservation Committee  
President, Board of Directors of the Truro Historical Society

Briefly list any other relevant experience such as professional work, training, education, etc. A resume is NOT required. If you choose to attach a resume, it will become a public document.

Many years of work as a Rehabilitation Counselor, including providing personal counseling, facilitating groups, presenting lectures at professional meetings to doctors, medical students and allied health professionals.

**Signature**

*Susan S Howe*

**Date**

*Sep 27, 2021*

**Truro**

*Application to Serve on a Board or Committee*

RCVD 2021 SEP 17 PM 2:35  
ADMINISTRATIVE OFFICE  
TOWN OF TRURO

**Last Name**

*Markowski*

**First Name**

*Christine*

**Middle Initial**

*T*

**Email Address**

[REDACTED]

**Phone Number**

[REDACTED]

**Address (Street)**

*28 Noons Drive*

**Address (City)**

*North Truro*

**Address (State)**

*MA*

**Address (Zip Code)**

*02652*

**Mailing Address (Please indicate box number and zip code)**

*P.O. Box 1193, Truro MA 02166*

Only full-time, registered Truro voters are able to serve on regulatory boards and commissions. All taxpayers/ residents are eligible to serve on non-regulatory boards and commissions.

**Are you a full-time resident of Truro?**

Yes

No

**Are you registered to vote in Truro?**

Yes

No

**What Board/ Committee Are You Applying For?**

*Walsh Property Committee*

**Briefly Describe Why You Wish to Serve on This Board or Committee:**

*I have served on this committee since its inception. I am excited about the future plans with this great committee.*

**Have you attended a meeting of the committee listed above?**

Yes

No

**Have you read the charge of the committee?**

Yes

No

**Have you met with the chair of the committee?**

Yes

No

**Are there other Boards/ Committees in which you are interested? Note: To be appointed to a regulatory board or committee, you must be a full-time resident and registered voter in Truro. Please list the Boards/ Committees names:**

**Briefly list your experience working on a committee or team. This can be professional,**



town, volunteer, charity, etc.

I ran a nonprofit organization for several years and I have served on several boards: PFLAG, GLSEN, Campaign to End Homophobia, among others.

**Briefly list any other relevant experience such as professional work, training, education, etc. A resume is NOT required. If you choose to attach a resume, it will become a public document.**

Fundraising and event planning. Outreach. Grant writing.

**Signature**

*Christine Markowski*

**Date**

*Sep 27, 2021*

**Truro**

*Application to Serve on a Board or Committee*

RCVD 2021/SEP/28 AM 10:42  
ADMINISTRATIVE OFFICE  
TOWN OF TRURO

**Last Name**

*Gaechter*

**First Name**

*Alfred*

**Middle Initial**

**Email Address**

[REDACTED]

**Phone Number**

[REDACTED]

**Address (Street)**

*12 Cormorant Road*

**Address (City)**

*North Truro*

**Address (State)**

*Massachusetts*

**Address (Zip Code)**

*02652*

**Mailing Address (Please indicate box number and zip code)**

*PO Box 729 02652*

Only full-time, registered Truro voters are able to serve on regulatory boards and commissions. All taxpayers/ residents are eligible to serve on non-regulatory boards and commissions.

**Are you a full-time resident of Truro?**

Yes

No

**Are you registered to vote in Truro?**

Yes

No

**What Board/ Committee Are You Applying For?**

WPCPC

**Briefly Describe Why You Wish to Serve on This Board or Committee:**

To provide my expertise and experience with land use in Truro.

**Have you attended a meeting of the committee listed above?**

Yes

No

**Have you read the charge of the committee?**

Yes

No

**Have you met with the chair of the committee?**

Yes

No

**Are there other Boards/ Committees in which you are interested? Note: To be appointed to a regulatory board or committee, you must be a full-time resident and registered voter in Truro. Please list the Boards/ Committees names:**

**Briefly list your experience working on a committee or team. This can be professional, town, volunteer, charity, etc.**

Select Board - 6 years (4 as Chair) Finance Committee Conservation Commission Chairman, Truro  
Conservation Trust President, Outer Cape Health Services

**Briefly list any other relevant experience such as professional work, training, education, etc. A resume is NOT required. If you choose to attach a resume, it will become a public document.**

Trained mediator/facilitator. Chaired a UN technical Committee (Geneva) - 10 years. Chaired several international cellular Committees.

**Signature**

*Alfred Gaechter*

**Date**

*Sep 28, 2021*



**Truro**

*Application to Serve on a Board or Committee*

**Last Name**

*Gallo*

**First Name**

*Elizabeth (Betty)*

**Middle Initial**

*M.*

**Email Address**

[REDACTED]

**Phone Number**

[REDACTED]

**Address (Street)**

*2 Pond Rd. Unit 2*

**Address (City)**

*Truro*

**Address (State)**

*Massachusetts*

**Address (Zip Code)**

*02652*

**Mailing Address (Please indicate box number and zip code)**

*P.O.Box 1164, 02666*

Only full-time, registered Truro voters are able to serve on regulatory boards and commissions. All taxpayers/ residents are eligible to serve on non-regulatory boards and commissions.

**Are you a full-time resident of Truro?**

Yes

No

**Are you registered to vote in Truro?**

Yes

No

**What Board/ Committee Are You Applying For?**

*Walsh Property Committee*

**Briefly Describe Why You Wish to Serve on This Board or Committee:**

*The Walsh Property and what happens on that property can have a large impact on Truro's future. I think I have skill and knowledge that will be helpful to developing a plan for the land.*

**Have you attended a meeting of the committee listed above?**

Yes

No

**Have you read the charge of the committee?**

Yes

No

**Have you met with the chair of the committee?**

Yes

No

**Are there other Boards/ Committees in which you are interested? Note: To be appointed to a regulatory board or committee, you must be a full-time resident and registered voter in Truro. Please list the Boards/ Committees names:**

*I serve on the Truro Housing Authority. I am not interested in serving on any other board or committee at this time.*

**Briefly list your experience working on a committee or team. This can be professional, town, volunteer, charity, etc.**

*I ran a lobbying firm in CT for 43 years. We represented over 40 non-profit and civil rights groups before the General Assembly. We worked on very controversial issues and were able to work well with people on all sides of those issues. Often we could come to a consensus with the people on the other side. and when we couldn't, we convinced an enough legislators to vote for our legislation.*

**Briefly list any other relevant experience such as professional work, training, education, etc. A resume is NOT required. If you choose to attach a resume, it will become a public document.**

**Signature**

**Date**

*Sep 29, 2021*



**Truro**

*Application to Serve on a Board or Committee*

**Last Name**

*Schwebel*

RCVD 2021SEP30 9M7:49

**First Name**

*Robert*

ADMINISTRATIVE OFFICE

TOWN OF TRURO

**Middle Initial**

*t*

**Email Address**

[REDACTED]

**Phone Number**

[REDACTED]

**Address (Street)**

*5 Alden circle*

**Address (City)**

*Truro*

**Address (State)**

*ma*

**Address (Zip Code)**

*02666*

**Mailing Address (Please indicate box number and zip code)**

*po box 618*

Only full-time, registered Truro voters are able to serve on regulatory boards and commissions. All taxpayers/ residents are eligible to serve on non-regulatory boards and commissions.

**Are you a full-time resident of Truro?**

Yes

No

**Are you registered to vote in Truro?**

Yes

No

**What Board/ Committee Are You Applying For?**

*Walsh committee*

**Briefly Describe Why You Wish to Serve on This Board or Committee:**

*I would like to continue to serve.*

**Have you attended a meeting of the committee listed above?**

Yes

No

**Have you read the charge of the committee?**

Yes

No

**Have you met with the chair of the committee?**

Yes

No

**Are there other Boards/ Committees in which you are interested? Note: To be appointed to a regulatory board or committee, you must be a full-time resident and registered voter in Truro. Please list the Boards/ Committees names:**

**Briefly list your experience working on a committee or team. This can be professional, town, volunteer, charity, etc.**

Past service on Recreation committee, Historical committee, Energy committee

**Briefly list any other relevant experience such as professional work, training, education, etc. A resume is NOT required. If you choose to attach a resume, it will become a public document.**

**Signature**

*R. Todd Schwebel*

**Date**

*Sep 29, 2021*

Truro

Application to Serve on a Board or Committee

Last Name

Milan

RCVD 2021SEP30 09:10:37

ADMINISTRATIVE OFFICE  
TOWN OF TRURO

First Name

Craig

Middle Initial

S

Email Address



Phone Number



Address (Street)

15 Quail Ridge Rd

Address (City)

Truro

Address (State)

MA

Address (Zip Code)

02666

Mailing Address (Please indicate box number and zip code)

76 SW 18th Terrace, Miami , FL 33129

Only full-time, registered Truro voters are able to serve on regulatory boards and commissions. All taxpayers/ residents are eligible to serve on non-regulatory boards and commissions.

**Are you a full-time resident of Truro?**

Yes

No

**Are you registered to vote in Truro?**

Yes

No

**What Board/ Committee Are You Applying For?**

*Walsh Property*

**Briefly Describe Why You Wish to Serve on This Board or Committee:**

*I want to contribute to the usage plan related to this property*

**Have you attended a meeting of the committee listed above?**

Yes

No

**Have you read the charge of the committee?**

Yes

No

**Have you met with the chair of the committee?**

Yes

No

**Are there other Boards/ Committees in which you are interested? Note: To be appointed to a regulatory board or committee, you must be a full-time resident and registered voter in Truro. Please list the Boards/ Committees names:**

*no*

**Briefly list your experience working on a committee or team. This can be professional, town, volunteer, charity, etc.**

Was SVP at Royal Caribbean Cruises

**Briefly list any other relevant experience such as professional work, training, education, etc. A resume is NOT required. If you choose to attach a resume, it will become a public document.**

Lead many construction projects around the world related to port development

**Signature**

*Craig Milan*

**Date**

*Sep 30, 2021*

Truro

Application to Serve on a Board or Committee

RCVD 20210076 04/12/22

ADMINISTRATIVE OFFICE

TOWN OF TRURO

Last Name Breslin

First Name Eileen

Middle Initial T

Email Address



Phone Number



Address (Street) 5 Short Lots Lane

Address (City) Truro, MA

Address (State) MA

Address (Zip Code)

Mailing Address (Please indicate box number and zip code)

2 Vintage Oaks  
San Antonio Tx  
78248

Only full-time, registered Truro voters are able to serve on regulatory boards and commissions. All taxpayers/ residents are eligible to serve on non-regulatory boards and commissions.

Are you a full-time resident of Truro?

Yes

No

Are you registered to vote in Truro?

Yes

No

What Board/ Committee Are You Applying For? *Walsh Property Committee*

Briefly Describe Why You Wish to Serve on This Board or Committee: *Have been serving past year and want to ensure*

Have you attended a meeting of the committee listed above?

Yes

No

Have you read the charge of the committee?

Yes

No

Have you met with the chair of the committee?

Yes

No

Are there other Boards/ Committees in which you are interested? Note: To be appointed to a regulatory board or committee, you must be a full-time resident and registered voter in Truro. Please list the Boards/ Committees names:

Briefly list your experience working on a committee or team. This can be professional, town, volunteer, charity, etc.

*HAVE SERVED ON MULTIPLE PROFESSIONAL NATIONAL + STATE BOARDS - AS MEMBER + LEADER IN MY CAPACITY AS A FACULTY MEMBER + DEAN.*



Briefly list any other relevant experience such as professional work, training, education, etc. A resume is NOT required. If you choose to attach a resume, it will become a public document.

As a public health nurse - I am committed to ensuring health needs of community are met at multiple levels; so bring an environmental health perspective to bear on issues.

Signature *Elen T. Berlin*

Date *Oct. 6, 2021*



**Truro**

*Application to Serve on a Board or Committee*

**Last Name**

*Wisotzky*

**First Name**

*Paul*

**Middle Initial**

**Email Address**

[REDACTED]

**Phone Number**

[REDACTED]

**Address (Street)**

*2 Blueberry Lane*

**Address (City)**

*Truro*

**Address (State)**

*MA*

**Address (Zip Code)**

*02666*

**Mailing Address (Please indicate box number and zip code)**

*PO Box 1194. 02666*

Only full-time, registered Truro voters are able to serve on regulatory boards and commissions. All taxpayers/ residents are eligible to serve on non-regulatory boards and commissions.

RCVD 2021 OCT 6 9AM 12:00  
ADMINISTRATIVE OFFICE  
TOWN OF TRURO

**Are you a full-time resident of Truro?**

Yes

No

**Are you registered to vote in Truro?**

Yes

No

**What Board/ Committee Are You Applying For?**

*Walsh Property Community Planning Committee*

**Briefly Describe Why You Wish to Serve on This Board or Committee:**

*This is an application to have my term on the WPCPC renewed. We are working on completing our charge and I would like to stay on the committee until our work is complete.*

**Have you attended a meeting of the committee listed above?**

Yes

No

**Have you read the charge of the committee?**

Yes

No

**Have you met with the chair of the committee?**

Yes

No

**Are there other Boards/ Committees in which you are interested? Note: To be appointed to a regulatory board or committee, you must be a full-time resident and registered voter in Truro. Please list the Boards/ Committees names:**

**Briefly list your experience working on a committee or team. This can be professional,**

**town, volunteer, charity, etc.**

**Prior service on other Town Boards, Committees and Commissions including six years on the Select Board.**

**:)**

**Briefly list any other relevant experience such as professional work, training, education, etc. A resume is NOT required. If you choose to attach a resume, it will become a public document.**

**See above.**

**Signature**

***Paul Wisotzky***

**Date**

***Oct 06, 2021***



**Truro**

*Application to Serve on a Board or Committee*

Last Name Schmidt

RCV 20210077 0411-44

ADMINISTRATIVE OFFICE

TOWN OF TRURO

First Name Ryan

Middle Initial M

Email Address [REDACTED]

Phone Number [REDACTED]

Address (Street) 6 Whitmanville

Address (City) Truro

Address (State) Mass

Address (Zip Code) 02652

Mailing Address (Please indicate box number and zip code) 744 02652

Only full-time, registered Truro voters are able to serve on regulatory boards and commissions. All taxpayers/ residents are eligible to serve on non-regulatory boards and commissions.

Are you a full-time resident of Truro?

- Yes  
 No

Are you registered to vote in Truro?

- Yes  
 No

What Board/ Committee Are You Applying For?

Walsh Committee

Briefly Describe Why You Wish to Serve on This Board or Committee:

I've been on the board for a year now and would like to continue to be a part of the progress

Have you attended a meeting of the committee listed above?

- Yes  
 No

Have you read the charge of the committee?

- Yes  
 No

Have you met with the chair of the committee?

- Yes  
 No

Every meeting

Are there other Boards/ Committees in which you are interested? Note: To be appointed to a regulatory board or committee, you must be a full-time resident and registered voter in Truro. Please list the Boards/ Committees names:

Not at this time but maybe board of health

Briefly list your experience working on a committee or team. This can be professional,



Briefly list any other relevant experience such as professional work, training, education, etc. A resume is NOT required. If you choose to attach a resume, it will become a public document.

Signature

A handwritten signature in black ink, appearing to be "R. S. A.", written in a cursive style.

Date

10/6/2021

Truro

RCVD 20210517 PM 12:32  
ADMINISTRATIVE OFFICE  
TOWN OF TRURO

Application to Serve on a Board or Committee

Last Name  
OXTORBY

First Name  
KENNETH

Middle Initial  
B

Email Address  
[Redacted]

Phone Number  
[Redacted]

Address (Street)  
12 GLACIER DRIVE (~~PO BOX 30~~)

Address (City)  
TRURO

Address (State)  
MA

Address (Zip Code)  
02666

Mailing Address (Please indicate box number and zip code)  
PO BOX 30 02666

Only full-time, registered Truro voters are able to serve on regulatory boards and commissions. All taxpayers/ residents are eligible to serve on non-regulatory boards and commissions.

Are you a full-time resident of Truro?

Yes

No

Are you registered to vote in Truro?

Yes

No

What Board/ Committee Are You Applying For?

WALSH PROPERTY COMMITTEE

Briefly Describe Why You Wish to Serve on This Board or Committee:

TO CONTINUE SERVICE/REAPPOINTMENT

Have you attended a meeting of the committee listed above?

Yes

No

Have you read the charge of the committee?

Yes

No

Have you met with the chair of the committee?

Yes

No

Are there other Boards/ Committees in which you are interested? Note: To be appointed to a regulatory board or committee, you must be a full-time resident and registered voter in Truro. Please list the Boards/ Committees names:

NOT AT THIS TIME

Briefly list your experience working on a committee or team. This can be professional, town, volunteer, charity, etc.

CURRENTLY ON WALSH PROPERTY COMMITTEE  
23 YEARS ON SCHOOL COMMITTEES

**Briefly list any other relevant experience such as professional work, training, education, etc. A resume is NOT required. If you choose to attach a resume, it will become a public document.**

**Signature**

*Spencer DeTobey*

**Date**

*10/7/21*

Truro

*Application to Serve on a Board or Committee*

Last Name

*Lea*

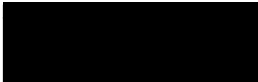
First Name

*Jane*

Middle Initial

*J*

Email Address



Phone Number



Address (Street)

*17 South Hollow Rd*

Address (City)

*North Truro*

Address (State)

*MA*

Address (Zip Code)

*02652*

Mailing Address (Please indicate box number and zip code)

*PO Box 1045, 02652*

Only full-time, registered Truro voters are able to serve on regulatory boards and commissions. All taxpayers/ residents are eligible to serve on non-regulatory boards and commissions.

RCVD 2021SEP27 09:10:05  
ADMINISTRATIVE OFFICE  
TOWN OF TRURO

**Are you a full-time resident of Truro?**

Yes

No

**Are you registered to vote in Truro?**

Yes

No

**What Board/ Committee Are You Applying For?**

*Walsh Property*

**Briefly Describe Why You Wish to Serve on This Board or Committee:**

*Reappointment to committee.*

**Have you attended a meeting of the committee listed above?**

Yes

No

**Have you read the charge of the committee?**

Yes

No

**Have you met with the chair of the committee?**

Yes

No

**Are there other Boards/ Committees in which you are interested? Note: To be appointed to a regulatory board or committee, you must be a full-time resident and registered voter in Truro. Please list the Boards/ Committees names:**

**Briefly list your experience working on a committee or team. This can be professional, town, volunteer, charity, etc.**

I have served on Highland Affordable Housing board, Unitarian Universalist Meeting House board, Cape Mediation board.

**Briefly list any other relevant experience such as professional work, training, education, etc. A resume is NOT required. If you choose to attach a resume, it will become a public document.**

Truro resident since 1987, experience with mediation in the circuit court system, housing advocate, served on advisory board of Downiest Lakes Land Trust.

**Signature**

*Jane J Lea*

**Date**

*Sep 27, 2021*





**Truro**

*Application to Serve on a Board or Committee*

**Last Name**

*Braun*

**First Name**

*Russell*

**Middle Initial**

RCUT 20210077 pw2153

ADMINISTRATIVE OFFICE

TOWN OF TRURO

**Email Address**

[REDACTED]

**Phone Number**

[REDACTED]

**Address (Street)**

*510 C Shore Rd.*

**Address (City)**

*North Truro*

**Address (State)**

*MA*

**Address (Zip Code)**

*02652*

**Mailing Address (Please indicate box number and zip code)**

*PO Box 272, 02652*

Only full-time, registered Truro voters are able to serve on regulatory boards and commissions. All taxpayers/ residents are eligible to serve on non-regulatory boards and commissions.

**Are you a full-time resident of Truro?**

Yes

No

**Are you registered to vote in Truro?**

Yes

No

**What Board/ Committee Are You Applying For?**

*Walsh Property Planning Committee*

**Briefly Describe Why You Wish to Serve on This Board or Committee:**

*Re-up of existing appointment*

**Have you attended a meeting of the committee listed above?**

Yes

No

**Have you read the charge of the committee?**

Yes

No

**Have you met with the chair of the committee?**

Yes

No

**Are there other Boards/ Committees in which you are interested? Note: To be appointed to a regulatory board or committee, you must be a full-time resident and registered voter in Truro. Please list the Boards/ Committees names:**

**Briefly list your experience working on a committee or team. This can be professional, town, volunteer, charity, etc.**

See original application

**Briefly list any other relevant experience such as professional work, training, education, etc. A resume is NOT required. If you choose to attach a resume, it will become a public document.**

See original application

**Signature**

*Russell Braun*

**Date**

*Oct 07, 2021*



**Truro**

*Application to Serve on a Board or Committee*

Last Name **Clark**

First Name **Morgan**

ROUND 20210077 04349  
ADMINISTRATIVE OFFICE  
TOWN OF TRURO

Middle Initial

Email Address

[REDACTED]

Phone Number

[REDACTED]

Address (Street) **107 South Pamet Road**

Address (City) **Truro**

Address (State) **MA**

Address (Zip Code) **02666**

Mailing Address (Please indicate box number and zip code) **PO Box 1938, Provincetown MA 02657**

Only full-time, registered Truro voters are able to serve on regulatory boards and commissions. All taxpayers/ residents are eligible to serve on non-regulatory boards and commissions.

**Are you a full-time resident of Truro?**

Yes

No

**Are you registered to vote in Truro?**

Yes

No

**What Board/ Committee Are You Applying For?** Walsh Property Community Planning Committee

**Briefly Describe Why You Wish to Serve on This Board or Committee:**

I think we are moving in a good direction and have more work to do.

**Have you attended a meeting of the committee listed above?**

Yes

No

**Have you read the charge of the committee?**

Yes

No

**Have you met with the chair of the committee?**

Yes

No

**Are there other Boards/ Committees in which you are interested? Note: To be appointed to a regulatory board or committee, you must be a full-time resident and registered voter in Truro. Please list the Boards/ Committees names:**

Not at this time. In the future, for sure.

**Briefly list your experience working on a committee or team. This can be professional, town, volunteer, charity, etc.**

I am a part of the regulatory staff team in the Community Development office in Provincetown.  
I am also a member of the Sewer Planning team. I understand and thrive in collaborative teams.

**Briefly list any other relevant experience such as professional work, training, education, etc. A resume is NOT required. If you choose to attach a resume, it will become a public document.**

I've been working in community development and regulatory permitting for almost 10 years.

I am a qualitative researcher by training - ABD in a Public Policy PhD program.

Using thoughtful methods of community engagement and outreach for the Walsh Committee is critical.

**Signature**

A handwritten signature in black ink, appearing to be the initials 'MC' with a stylized flourish.

**Date**

10/07/21





Truro

*Application to Serve on a Board or Committee*

**Last Name**

*Wynne*

**First Name**

*Steve*

**Middle Initial**

RCVD 2021OCT7 PM4:23

ADMINISTRATIVE OFFICE

TOWN OF TRURO

**Email Address**

[REDACTED]

**Phone Number**

[REDACTED]

**Address (Street)**

*8 Short Lots Lane*

**Address (City)**

*Truro*

**Address (State)**

*MA*

**Address (Zip Code)**

*02666*

**Mailing Address (Please indicate box number and zip code)**

*210 Willow Brook Drive, Wayland MA 01778*

Only full-time, registered Truro voters are able to serve on regulatory boards and commissions. All taxpayers/ residents are eligible to serve on non-regulatory boards and commissions.

**Are you a full-time resident of Truro?**

Yes

No

**Are you registered to vote in Truro?**

Yes

No

**What Board/ Committee Are You Applying For?**

*Walsh Property Community Planning Committee*

**Briefly Describe Why You Wish to Serve on This Board or Committee:**

*I currently serve on the committee and support the Town's goal of utilizing the site in the future for the most equitable and reasonable purposes. These include conservation, recreation, municipal, and affordable year-round housing. Developing recommendations for how the property can best be used for Truro is very rewarding. My husband and I have a home on Short Lots Lane and are abutters to the Walsh Property. We know it well and hope to enjoy being neighbors in the future! Steve Wynne*

**Have you attended a meeting of the committee listed above?**

Yes

No

**Have you read the charge of the committee?**

Yes

No

**Have you met with the chair of the committee?**

Yes

No

**Are there other Boards/ Committees in which you are interested? Note: To be appointed to a regulatory board or committee, you must be a full-time resident and registered voter in Truro. Please list the Boards/ Committees names:**

**Briefly list your experience working on a committee or team. This can be professional, town, volunteer, charity, etc.**

*During my business career, I have enjoyed being on dozens of work teams, as well as town committees, political action committees, etc. in my personal life. One each, I have learned the critical importance of understanding group dynamics, moderating different opinions, and the need to give every member a voice.*

**Briefly list any other relevant experience such as professional work, training, education, etc. A resume is NOT required. If you choose to attach a resume, it will become a public document.**

*In my professional career, I have worked in adult learning, training & development and communications. All areas that have helped me sharpen skills necessary to be a strong committee participant. I currently work in financial aid at Northeastern University, that helps me better understand the dramatically varied socio economic needs in current American society.*

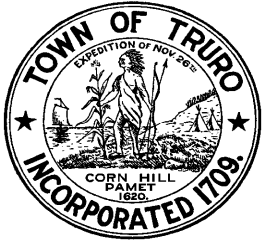
**Signature**

Steve Wynne

**Date**

Oct 07, 2021





# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Darrin Tangeman, Town Manager

**REQUESTED MEETING DATE:** October 12, 2021

**ITEM:** Amendment of Expiration Dates on Appointment Slips for the Ad Hoc Economic Development Committee

**EXPLANATION:** Questions at the September 28, 2021 Select Board meeting regarding the expiration date for the Economic Development Committee appointments prompted research into the matter. It was concluded that due to staff error, the appointment expiration dates were incorrectly posted to the website and differed from the appointment expiration dates in the motions for appointment.

To rectify this issue, staff recommends that the Select Board amend the appointments of all appointees to align with Town Charter 6-4-4 so that they are appointed for a two-year term expiring June 30, 2023. Ad hoc committee appointments shall not exceed two years in their initial appointment and may be reappointed for additional one- year periods if their particular purpose is not resolved at the expiration of a two-year period. For the sake of monitoring compliance with Board policies, State ethics requirements, and reappoint status, most (though not all) appointment expiration dates are June 30<sup>th</sup> so staff recommends that June 30<sup>th</sup> be used as the expiration date for this committee.

**FINANCIAL SOURCE (IF APPLICABLE):** N/A

**IMPACT IF NOT APPROVED:** There will be inconsistency and confusion regarding appointment expiration dates.

**SUGGESTED ACTION:** *MOTION TO amend the appointments of Robert Panessiti, Nancy Medoff, Kristen Roberts and Chris LaMarco for a two-year term expiring June 30, 2023.*

**ATTACHMENTS:** None.

Select Board Work Session Meeting Minutes  
June 15, 2021  
Via GoToMeeting Platform and In-Person

## Consent Agenda Item: 7E1

**Select Board Present:** Chair-Robert Weinstein, Vice Chair-Kristen Reed, Clerk-Susan Areson, Member-Stephanie Rein

**Select Board Absent:** Member-Janet Worthington

**Others Present:** Town Manager-Darrin Tangeman, Assistant Town Manager-Kelly Clark, Recreation and Beach Director-Damion Clements, Beach Commission member-Shari Stahl, Finance Committee Chair-Robert Panessiti

Chair Weinstein opened the meeting at 10:05 am

### Work Session

Shari Stahl, a member of the Beach Commission, shared a letter from a fellow Commissioner, Ann Courtney, who could not attend. It addressed the proposal to consolidate the Beach and Recreation Commissions. Town Manager Tangeman stated that there are no Recreation Commission members right now, and the Beach Commission has five members. Chair Weinstein asked for a list of items in the Beach Commission charge which don't fall under their discretion. Town Manager Tangeman provided a list of the items, reviewed changes to the charge, and pointed out items the Select Board should discuss. Member Areson pointed out that they have an active group of people on the Beach Commission, and she does not want to discourage that. She is also sensitive to the fact that members of the Beach Commission may not have an interest in Recreation Commission matters. Regarding the name "Beach Commission," she thinks the Select Board should have commissions only where commissions are appropriate.

Town Manager Tangeman gave an overview of the Recreation Commission charge and gave some recommendations on changes. Board members agreed that it would be appropriate to modify the charges but keep the commissions separate for the time being. Draft changes to the charges will come before the Board for approval.

Member Reed had a question on one of the items that referenced the Commission raising money through private donations. She wished to know how that would take place. Recreation/Beach Director Clements informed the Board that there is a Friends of the Truro Recreation Commission that has been the entity that would do any fundraising or collecting in the past. Member Areson asked if the Friends of the Truro Recreation Commission were active. Recreation/Beach Director Clements stated that they were not.

Chair Weinstein asked program fee changes that were presented in the past. Assistant Town Manager Clark stated that the Recreation/Beach Director presented the last few updates and included beach sticker fees and recreation fees. He also gave a three-tiered recreation program eligibility criteria list which included increased fees for the summer recreation program. Recreation/Beach Director Clements noted that there would most likely need to be an increase in fees going into next year to make sure it's sustainable. He has a breakdown of beach fees and what other towns charge.

Member Reed offered some recommendations for changes to the Recreation Commission charge.

Member Areson believes the liaison role is hands-off and that if a member of the Community Preservation Committee (CPC) wished to become a full member, that would be better. More discussion was held regarding asking members of CPC and Bike and Walkways to join the Recreation Commission

and then asking three (3) members of the public to join. A Finance Committee liaison was discussed as well.

Finance Committee Chair Panessiti noted that the year-round population in Truro has dropped. Not only is that an issue with filling boards and committees but also with Town staffing. As for a member of Finance Committee being a liaison to the Recreation Commission, Chair Panessiti thinks that member could balance the Recreation Commission. Town Manager Tangeman mentioned that a liaison from the COA might be in order as well.

The Bike and Walkways Committee charge was reviewed. The Board discussed the suggested changes and wished to include a bullet point recommending that a Bike and Walkways Committee member serves on the Recreation Commission.

Next steps were reviewed.

Chair Weinstein stated that he attended the latest Shellfish Advisory Committee meeting. He would like to discuss them and the Harbor Commission. From that last meeting, the Shellfish Advisory Committee unanimously stated that they did not want to be combined with the Harbor Commission. Member Reed asked when the Pamet Harbor Commission last met and how often they currently meet. It was proposed that the Commission should be allowed to hold a virtual meeting before the Select Board work session on the topic of consolidation.

Meeting adjourned at 11:45 am.

Respectfully submitted,

Noelle L. Scoullar

---

Darrin K. Tangeman-Town Manager  
Under the Authority of the Truro Select Board

Select Board Regular Meeting Minutes  
June 22, 2021, at 5:00pm  
Via GoToMeeting Platform

## Consent Agenda Item: 7E2

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

**Others Present:** Town Manager-Darrin Tangeman, Assistant Town Manager-Kelly Clark, Finance Committee Chair-Robert Panessiti, Cultural Council Chair-Jill Mays, Conservation/Health Agent-Emily Beebe, Elizabeth Gallo

### Public Comment

Member Reed wished to acknowledge Jan Worthington's many years of service to the Town, not just in her capacity in serving on the Select Board but also on many other committees. She has learned a lot from Member Worthington, appreciates her, and is very grateful for her efforts, time commitment, and devotion. Chair Weinstein echoed Member Reed's comments and stated that the community owes her a big "thank you."

Town Manager Tangeman wished to pull item 6B from the agenda.

**Public Hearing-**None

### Board/Committee/Commission Appointments

#### Interview and Appoint Robert Panessiti to the Economic Development Ad Hoc Committee

Mr. Panessiti introduced himself. He's been a member of the Finance Committee for the better part of 20 years. He has a master's degree in finance, including master's level economic classes and Econometrics. He is the Senior Vice President of the world's largest global investment firm.

Member Areson asked Town Manager Tangeman whether we have other applicants for this Ad Hoc Committee. It would be her preference to wait until they have a full slate of applicants and vote on them all at one time. Town Manager Tangeman stated he intended to take applicants as they come in to hopefully gain momentum in garnering more applicants. Some composition of a committee as will be needed in about 30 days as he'll be looking to this Committee to provide feedback to the community and put a plan together.

Member Reed would like to appoint Mr. Panessiti today for the momentum it could create. Member Rein agrees with Member Reed's suggestion.

**Member Reed made a motion to appoint Robert Panessiti to serve on the Economic Development Ad Hoc Committee to serve a term expiring June 20, 2022, or at such time the Committee's charge is completed, whichever occurs first.**

**Member Rein seconded.**

**Roll Call Vote:**

**Member Rein-Aye**

**Member Worthington-Abstain**

**Member Areson-Abstain**

**Member Reed-Aye**

**Chair Weinstein-Aye**

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



**Interview and Appoint Timothy Hickey to the Concert Committee.**

Mr. Hickey was not at the meeting at this time. The Select Board moved along to the next item.

**Interview and Appoint Elizabeth Gallo to the Walsh Property Community Planning Committee.**

Elizabeth (Betty) introduced herself. She founded and ran her lobbying firm for 43 years. For 35 of those years, she represented a variety of housing groups. Elizabeth thinks this Committee is essential to ensure that Truro remains a vibrant, diverse, and sustainable community. She does serve on the Truro Housing Authority. Member Reed pointed out that this interview was different from the other Walsh Property Community Planning Committee members in that CBI interviewed them. Chair Weinstein explained that this was a slightly different circumstance. He thinks the applicant's resume and interest in engagement speak for itself. If he is not mistaken, Betty has received a "thumbs-up" by Stacie Smith at CBI.

**Member Rein made a motion to appoint Elizabeth Gallo to the Walsh Property Community Planning Committee to fill an unexpired term ending October 13, 2021.**

**Member Reed seconded.**

**Roll Call Vote:**

**Member Areson-Aye**

**Member Worthington-Aye**

**Member Rein-Aye**

**Member Reed-Aye**

**Chair Weinstein-Aye**

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

Mr. Hickey was not present. The decision was made to move his interview to the next agenda in July.

**Staff/Committee Updates**

**Staff Update on Masking Order and COVID-19 Protocol Revisions**

Health/Conservation Agent Emily Beebe provided a brief presentation on Covid and the Board of Health's Order regarding masks and other protective measures including the following:

- On June 15, 2021, the Board of Health met and determined that the requirement for masking in outdoor settings would be removed from the order as of July 1, 2021. The Annual Town Meeting will be conducted masked. The masking requirement will be continued inside any public building going forward.
- It's recommended that all non-vaccinated individuals wear a mask in all public areas.

Chair Weinstein brought up two (2) issues that continued to be raised:

- Proper protocol at the Harbor
- Proper protocol at the Transfer Station

Health/Conservation Agent Beebe stated that the CDC does not recommend outdoor masking at this point. The public should continue to maintain physical space from others in public areas. She continued to explain that remote meetings will continue for the time being.

Chair Weinstein asked if masks would be required for the Annual Town Meeting. Health/Conservation Agent Beebe confirmed that masks would be required.

Member Reed asked if Health/Conservation Agent Beebe could give any information about when staff would be available in-person for citizens. Health/Conservation Agent Beebe stated that right now, people can meet with staff via appointments on Monday mornings and Friday afternoons. Town Manager Tangeman said that a survey had gone out to staff. Staff is currently available for remote services if needed. A decision on re-opening is anticipated soon.

**Board/Committee Report: Cultural Council, Jill Mays**

Cultural Council Chair Mays has been on the Council for three (3) years, and this year has stepped up as Chair. They have six (6) members on the Committee, and their task is to notify the community of the Mass. Cultural Council grants that come in each year. This year they were granted \$4,800 to distribute to applicants.

Chair Mays fielded questions from the Board about the number of applicants this year and about the State's funding formula.

**Tabled Items**-None

**Select Board Action**

**Review and Assign Town Meeting Articles and Motions to Board Members**

The Select Board went through each Article and assigned members to be presenters.

Member Worthington requested that anyone identified as a lead petitioner would be notified about reading their Article at Town Meeting. Town Manager Tangeman stated that an attempt had been made to reach out to the petitioners before the Pre-Town Meeting, and no response was received.

Member Areson suggested that the Town Moderator make an announcement at the beginning of the Town Meeting saying that if a person had petitioned an article, they would be responsible for moving it. Some discussion was held regarding Article 43: Advisory Vote on the Use of Automated Tabulator.

**Consent Agenda**

Member Areson had one correction for the minutes of May 11, 2021.

**Member Reed made a motion to approve the Consent Agenda with the edit in the minutes from Member Areson.**

**Member Areson seconded.**

**Roll Call Vote:**

**Member Rein-Aye**

**Member Areson-Aye**

**Member Worthington-Aye**

**Member Reed-Aye**

**Chair Weinstein-Aye**

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

**Select Board Reports/Comments**

Member Rein thanked Members Reed and Areson (and their sub-committee) for crafting the new application to serve.

Member Areson said the sub-committee has worked on a policy for remote meetings, which was shared with Town Manager Tangeman. She also echoed the thanks to Member Worthington for her 15 years of service on the Select Board, her many years of service on other boards, and her emergency service work.

Member Reed reported that she attended a site visit of a cannabis business with facilities in Eastham and Wellfleet, as part of the Host Community Agreement negotiation process.

Chair Weinstein echoed his colleague's comments as this was Member Worthington's last scheduled Select Board meeting.

Member Worthington thanked the Board, stating it's been a great pleasure she enjoyed for many years.

#### **Town Manager Report**

Town Manager Tangeman gave his thanks to Member Worthington. He mentioned that the Town Meeting would be held that Saturday and provided logistical information to the Board and the public.

#### **Next Meeting Agenda: June 25<sup>th</sup> at 10 am Executive Session; July 13<sup>th</sup> Regular Meeting**

Town Manager Tangeman went over both agendas. He stated there might be an executive session before the regular meeting of July 13<sup>th</sup> as well.

**Member Reed made a motion to adjourn at 6:53 pm**

**Member Rein seconded.**

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

Respectfully submitted,

Noelle L. Scoullar

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Darrin K. Tangeman-Town Manager  
Under the Authority of the Truro Select Board

#### **Public Records material of 06.22.2021**

1. Application to Serve-Robert Panessiti
2. Application to Serve-Timothy Hickey
3. Application to Serve-Elizabeth Gallo
4. Motions for Town Meeting Articles
5. One Day Entertainment Application-Truro Vineyards
6. Applications to Serve (reappointments): Amy Graves; Nancy Medoff; Franklin Haskell; Brian Boyle; Robert White; Matthew McCue; Nick Norman; Tom Bow
7. Select Board Minutes of 5.11.2021

Select Board Meeting Minutes  
July 13, 2021, at 5:00pm  
Via GoToMeeting Platform

## Consent Agenda Item: 7E3

**Select Board Members Present:** Chair-Robert Weinstein, Vice Chair-Kristen Reed, Clerk-Susan Areson, Member-John Dundas, Member-Stephanie Rein

**Others Present:** Town Manager-Darrin Tangeman, Assistant Town Manager-Kelly Clark, DPW Director-Jarrold Cabral, Collette Swietnicki, Joan Holt, Pamela Wolff, Karen Ruymann, Jack Riemer, Monica Kraft, Ron Fichtner, Marissa Jackson, Bonnie Brown-Bonse, Tim Hickey, Historical Commission Chair-Matthew Kiefer, Zachary Ment, Harlen Howard, Ann Courtney, Board of Health Chair-Tracey Rose, Health/Conservation Agent-Emily Beebe

### Public Comment

Collette Swietnicki, Joan Holt, Pamela Wolff, and Karen Ruymann all read letters regarding the proposed dissolving of the Water Resources Oversight Committee.

Jack Riemer requested that any decision on a vote to consolidate/dissolve the Water Resources Oversight Committee be tabled to allow for a meaningful discussion with the public at a future Select Board public meeting.

Monica Kraft subscribed to the Truro newsletter and was astonished to see it making recommendations on how to vote on Town Meeting articles. She'd like to place the Truro Newsletter, and its place on Truro's official website, on a future agenda.

Ron Fichtner stated that at a recent annual meeting of the Truro Part-Time Resident Taxpayers' Association, there was a presentation about water and the conservancy of water in Truro going forward.

### Public Hearing

#### Public Hearing on a Petition received by Eversource Energy for 49 Fisher Road

Eversource representative, Marissa Jackson, explained that Eversource would like to install approximately 42' of conduit under the Town road along with a handhole (along Fisher Road). The construction is necessary to provide underground service to 49 Fisher Road. Chair Weinstein wished to confirm that installing the PVC pipe under the road would not disrupt traffic, which Ms. Jackson stated was correct.

**Member Reed made a motion to approve the Eversource petition to install approximately 42 feet of 1-3" conduit and (1) handhole 21/H23 to provide new underground electrical service for 49 Fisher Road.**

**Member Areson seconded.**

**Roll Call Vote:**

**Member Reed-Aye**

**Member Areson-Aye**

**Member Rein-Aye**

**Member Dundas-Aye**

**Chair Weinstein-Aye**

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

### Board/Committee/Commission Appointments

**Interview and Appoint Bonnie Brown-Bonse to the Community Preservation Committee**

Ms. Brown-Bonse introduced herself and gave an overview of her history here in Town and why she would like to serve on the CPC.

**Member Reed made a motion to appoint Bonnie Brown-Bonse to the Community Preservation Committee for a three-year term expiring June 30, 2024.**

**Member Rein seconded.**

**Roll Call Vote:**

**Member Rein-Aye**

**Member Areson-Aye**

**Member Dundas-Aye**

**Member Reed-Aye**

**Chair Weinstein-Aye**

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

**Interview and Appoint Tim Hickey to the Concert Committee**

Mr. Hickey introduced himself and gave an extensive background of his experience in the arts.

**Member Rein motioned Timothy Hickey to the Concert Committee for a three-year term, expiring June 30, 2024.**

**Member Reed seconded.**

**Roll Call Vote:**

**Member Rein-Aye**

**Member Dundas-Aye**

**Member Areson-Aye**

**Member Reed-Aye**

**Chair Weinstein-Aye**

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

**Interview and Appoint Meg Royka to the Charter Review Committee**

Meg Royka introduced herself and gave an overview of her service in Town as Library Director for ten (10) years and her participation in serving on various Boards.

**Member Rein made a motion to appoint Meg Royka to serve on the Charter Review Committee as a full member serving a three-year term expiring June 30, 2024.**

**Member Areson seconded.**

**Roll Call Vote:**

**Member Dundas-Aye**

**Member Rein-Aye**

**Member Areson-Aye**

**Member Reed-Aye**

**Chair Weinstein-Aye**

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

**Staff/Committee Updates**

**Board/Committee Report: Historical Commission**

Historical Commission Chair Kiefer has been a member of the Commission for several years. He is a land-use attorney and has a background in historic preservation. He gave a presentation on what the Commission has done for the past 12 months.

Chair Weinstein knows there's been much interest in what is referred to as mid-century modern structures. He asked if he was correct in assuming that the Commission is communicating with the individual who began that effort, Peter McMahon of Wellfleet. Historic Commission Chair Kiefer stated that those homes are a focus of the survey.

**Tables Items-None**

### **Select Board Action**

#### **The Hatchery Presentation**

Harlan Howard introduced himself; he is one of the owners of Salty Farmers, which is merging with The Piping Plover (owned by Zachary Ment) to create The Hatchery, a joint venture. Zachary Ment introduced himself as well. He and Mr. Howard wished to come before the Board to give an update on where they stand. Mr. Ment quickly reviewed his presentation. While the proposed location is the same, they now believe a new structure on the lot would work best instead of using the existing structure. They reviewed an example of the new structure and spoke to zoning, buffer zone, licensing timeline, security, and financial forecast. Chair Weinstein wished to note that the Vice-Chair Kristen Reed has been involved in discussion with the partners of The Hatchery and the Town Manager. He asked if either the Town Manager or Vice-Chair Reed had comments or questions. Vice-Chair Reed indicated that this structure would not be for retail. She posed some questions that had come to her since the Select Board packet had been posted on Friday. One question was regarding the canopy size for the building, and the other question asked why they chose cultivation over the micro-business. Mr. Ment and Mr. Howard answered both questions. Member Areson asked for the approximate size of the building that would be demolished. Mr. Howard stated that it would not be destroyed, and it was approximately 1100 square feet.

#### **Election of Select Board Officers (Chair, Vice-Chair, and Clerk)**

**Member Reed made a motion to nominate Chair Weinstein to be Chair again.**

**Member Rein seconded.**

**Roll Call Vote:**

**Member Rein-Aye**

**Member Reed-Aye**

**Member Areson-Aye**

**Member Dundas-Aye**

**Chair Weinstein-Aye**

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

**Chair Weinstein made a motion to nominate Vice-Chair Reed to be Vice-Chair again.**

**Member Rein seconded.**

**Roll Call Vote:**

**Member Rein-Aye**

**Member Dundas-Aye**

**Member Areson-Aye**

**Chair Weinstein-Aye**

**Member Reed-Aye**

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

**Member Reed made a motion to nominate Clerk Areson to be Clerk again.**

**Member Rein seconded.**

**Roll Call Vote:**

**Member Rein-Aye**

**Member Dundas-Aye**

**Member Reed-Aye**

**Member Areson-Aye**

**Chair Weinstein-Aye**

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

#### **Review and Approve Select Board Liaison List**

The Board went through the list of various Committees, Boards, and Commissions and chose liaison assignments.

**Member Reed made a motion to approve the revised liaison assignment list.**

**Member Rein seconded.**

**Roll Call Vote:**

**Member Rein-Aye**

**Member Dundas-Aye**

**Member Areson-Aye**

**Member Reed-Aye**

**Chair Weinstein-Aye**

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

#### **Appoint a Select Board Member to the Local Comprehensive Plan Consultant Selection Committee**

Town Manager Tangeman stated this was related to the DLTA Funds received through the Cape Cod Commission grant. The grant monies are to fund a consultant to complete the Local Comprehensive Plan. A member of the Select Board is requested to sit on the Committee.

**Member Areson made a motion to appoint Robert Weinstein to the Local Comprehensive Plan Consultant Committee.**

**Member Reed seconded.**

**Roll Call Vote:**

**Member Rein-Aye**

**Member Dundas-Aye**

**Member Areson-Aye**

**Member Reed-Aye**

**Chair Weinstein-Aye**

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

#### **Discussion of Process for Developing FY2022 Select Board Goals & Objectives**

Town Manager Tangeman has reached out to Paul Wisotzky to see if he'd be willing to facilitate a retreat for the Select Board to conduct a goals and objectives session. Mr. Wisotzky has Friday, August 6, between 10:00 am and 2:00 pm available. He looked for feedback from the Select Board. The retreat would be held at the Community Center. He is requesting that Department Heads also be present.

**Member Reed made a motion to hold a planning workshop on the FY2022 Goals & Objectives on August 6, 2021, between 10:00 am and 2:00 pm.**

**Member Areson seconded.**

**Roll Call Vote:**

**Member Rein-Aye**

**Member Areson-Aye**

**Member Dundas-Aye**

**Member Reed-Aye**

**Chair Weinstein-Aye**

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

**Review and Approve Updates to Committee Charges: Recreation Commission, Beach Commission, Bikes and Walkways Committee**

Town Manager Tangeman explained that staff incorporated what was discussed at the last Select Board work session into the proposed changes. Those changes were sent to each of the Committees for a final review. Member Areson went through some corrections she ran across on the changes.

Ann Courtney, representing the Beach Commission, stated that the Commission met last week and recommended revisions. She wanted to be sure the Board saw those revisions. Town Manager Tangeman brought up what those revisions were, and he then made comments regarding those revisions. DPW Director Cabral summarized how he handles beach issues in consultation with the Conservation Agent and the Recreation/Beach Director. A discussion was held regarding protocol in reporting beach issues, weather erosion, trash removal, and mobi mat inspections to ensure that multiple people were not contacting Department Heads concerning the same problem.

**Member Reed made a motion to approve the revised charges for the Recreation Advisory Committee, the Beach Advisory Committee, and the Bike and Walkways Committee as amended and editorially corrected.**

**Member Areson seconded.**

**Roll Call Vote:**

**Member Dundas-Aye**

**Member Rein-Aye**

**Member Areson-Aye**

**Member Reed-Aye**

**Chair Weinstein-Aye**

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

**Review and Vote to Consolidate/Dissolve Water Resources Oversight Committee.**

Chair Weinstein started the discussion by stating that WROC has not met since 2019, and no minutes have been kept going back to 2018. Only two (2) members of the past Committee have a current membership, and town staff and the Board of Health have picked up that activity. At Town Meeting, the Town's legislative body voted to increase the staff in the Health Department for compliance, testing, and enforcement of these issues.

Chair of the Board of Health, Tracey Rose, introduced herself. She shared the following points:

- WROC focused on water resource issues. Their work culminated with the final presentation of the integrated water resources study, phase 2 in August 2018.
- In a joint meeting with the Board of Health and WROC, the project consultant, Weston & Sampson, delivered their findings to the group.



- Since 2018 the Board of Health has completed two (2) deep revisions to their local Title V regulations, incorporating the recommendations made by Weston & Sampson.
- Water quality and wastewater management are of such importance for the protection of public health that it's taken on a much more significant role these days. This management requires concerted attention and is beyond the scope of a board that meets quarterly.
- The budget for WROC was moved into the Health/Conservation budget to increase the testing capacity.

Board of Health Chair Rose then read a summary of the duties of local Boards of Health. She also read a portion of the Water Resources Oversight Committee charge. She asked that the Select Board not table this item and requested that the Board dissolve the Water Resources Oversight Committee and officially incorporate their responsibilities (and charges) into the Truro Board of Health and the Health Department.

Town Manager Tangeman stated that he consulted with Town Counsel, and the Board is able to dissolve the WROC.

Member Reed referenced several studies mentioned during public comment or in emails and asked for an explanation of BlueDot. Health/Conservation Agent Beebe said that she did not know a lot about BlueDot. It's a company that participated in some water quality testing in the Pond Village area in 2020. They do not offer a certified lab.

Member Areson stated there were two (2) water studies done under the purview of the Water Resources Oversight Committee, and both are online. It is clear to her that all the parts of the charges for the Water Resources Oversight Committee are following the statutory purview of the Board of Health. She thinks it's a critical topic to discuss. She believes there is great value in having the Board of Health as the oversight committee, but with a sub-committee that would include members of the Planning Board, Conservation Commission, Zoning Board of Appeals, Local Comprehensive Planning Committee, and members of the public. She asked if the Select Board could look at the possibility of establishing a group overseen by the Board of Health. She would be in favor of tabling the item and hearing from the public.

Member Rein stated that the discussion about dissolving the WROC is not because they aren't concerned about wastewater issues and clean drinking water. The objective of the WROC is of the utmost importance to the Select Board, the Board of Health, and the Health Department. People with expertise in these areas should address these issues. She is in support of dissolving the WROC. Member Dundas is in support of dissolving and consolidating WROC into the Board of Health. Member Reed would favor the Board of Health making this a topic on the agenda for discussion of forming a sub-committee that could help under their guidance.

Health/Conservation Agent Beebe wished to give some clarity regarding the Phase 2 report. She addressed a rumor that the Phase 2 report had been suppressed.

A discussion was held regarding communicating effectively to the public. Misinformation was also discussed.

Joan Holt thanked Health Agent Beebe and Board of Health Chair Rose for the work that they've done. Ms. Holt thinks they are overburdened. She doesn't think the Select Board should discourage citizen participation.

**Member Reed made a motion to dissolve the Water Resources Oversight Committee and send thank you letters to all members of the Committee for their service.**

**Member Rein seconded.**

**Roll Call Vote:**

**Member Rein-Aye**  
**Member Dundas-Aye**  
**Member Reed-Aye**  
**Member Areson-Aye**  
**Chair Weinstein-Aye**  
**So voted; 5-0-0, motion carries.**

#### **Consent Agenda**

Member Rein stated she was not present for the minutes meeting on the agenda for approval (May 18, 2021). She is recusing herself from just that portion. She brought up the fee waiver item for Castle Hill. She pointed out that the Farmers Market has to pay for each weekly date. She is unclear why Castle Hill would receive a 100% fee waiver when other non-profits in the Town do not receive that 100% fee waiver. Assistant Town Manager Clark clarified that the Board could move to approve the consent agenda and have a separate motion to address the fee waiver.

**Member Reed made a motion to remove the Entertainment Application and One Day Special Alcohol License, both for Castle Hill, from the consent agenda and to approve the consent agenda.**

**Member Areson seconded.**

**Roll Call Vote:**

**Member Rein-Aye**  
**Member Areson-Aye**  
**Member Dundas-Aye**  
**Member Reed-Aye**  
**Chair Weinstein-Aye**  
**So voted; 5-0-0, motion carries.**

Member Areson asked if there was precedence for reducing alcohol fees, in addition to entertainment fees. Assistant Town Manager Clark was unsure and did not want to hazard a guess. Member Areson wouldn't have a problem charging 50% for the first entertainment application and 75% for subsequent but was unsure about waiving the alcohol fee. Members Reed and Rein agreed.

**Member Reed made a motion to approve the entertainment license to Castle Hill for August 5, August 12, August 19, and August 26 and charge 50% of the fee for all.**

**Member Areson seconded.**

**Roll Call Vote:**

**Member Rein-Aye**  
**Member Dundas-Aye**  
**Member Areson-Aye**  
**Member Reed-Aye**  
**Chair Weinstein-Aye**  
**So voted; 5-0-0, motion carries.**

The one-day special alcohol license for Castle Hill will be reviewed at their next meeting scheduled for July 27, 2021.

**Select Board Reports/Comments**

Member Areson would like to see the Board look at the Budget Task Force and talk about bringing the School Committee/School Department into those discussions. She asked that this be placed onto an agenda.

Member Reed recently attended an orientation with Member Dundas at Town Hall, where Department Heads spoke about challenges and opportunities. A slide deck was also compiled by staff (and sent to all Select Board members) to inform the Board of the staff's goals and objectives. She thanked the staff for putting it together and suggested that it be uploaded to the Town website for public viewing.

Chair Weinstein stated that the majority of bodies of water in Truro are within the boundaries of the Cape Cod National Seashore. The Seashore has been monitoring water quality in the ponds, and they post where the public is allowed access and list the do's and don'ts. As he is a regular swimmer in one of the ponds, he is troubled to see public members ignore the prohibitions. Regarding the beaches, the Cape Cod National Seashore has received money to improve signage.

### **Town Manager Report**

Town Manager Tangeman stated he sent the Board a summary on the status of some issues. He added that the Town has moved to provide four (4) days a week of in-person services at Town Hall. On Mondays, Town Hall will be closed to walk-in traffic, and staff will still be conducting virtual services to the community on that day.

Town Manager Tangeman brought up the agenda for the Select Board meeting of July 27, 2021, and went over the items.

Member Reed stated that numerous citizens, including herself, were confused about the votes on the last Article (regarding the tabulator) at Town Meeting. The vote was very close. She'd like to touch on what happened briefly and how do they move forward. Also, the press has reached out to her for clarity which she wasn't able to provide. Town Manager Tangeman stated he could give a briefing on the tabulator. He, too, heard from some citizens who were unsure of the outcome of the vote. Ultimately, it is up to the Select Board to decide whether they'd like to move forward with the automated tabulator. Member Reed would also like some clarity around the quorum.

Chair Weinstein would like to honor a request made during public comment to place a discussion of the Truro Newsletter onto a future agenda in its present form.

**Member Reed made a motion to adjourn at 8:42 pm.**

**Member Areson seconded.**

Respectfully submitted,

Noelle L. Scoullar

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Darrin K. Tangeman  
Under the Authority of the Truro Select Board

### **Public Records material of 07.13.2021**

1. Eversource Petition, Certified Abutters List, Stamped Public Hearing
2. Application to Serve-Bonnie Brown-Bonse, approval email from Chair
3. Application to Serve-Timothy Hickey, approval email from Chair
4. Application to Serve-Meg Royka, approval email from Chair

5. Project Presentation Slides from the Hatchery
6. Current (FY21) Liaison assignments, Select Board Policy #34
7. Local Comprehensive Plan Committee Request for Proposals
8. FY2020 Goals and Objectives/FY2021 Goals and Objectives Progress Report
9. Present Charges for Recreation Committee, Beach Commission, and Bike & Walkways Committee
10. Proposed Charges for Recreation Advisory Committee, Beach Advisory Committee, and Bike & Walkways Committee
11. Water Resources Oversight Committee Charge
12. Entertainment Application-Castle Hill Center for the Arts, Truro Concert Committee, and Vinegrass
13. One Day Special Alcohol License-Castle Hill Center for the Arts
14. Heavy Duty Tractor Truck Contract Proposal
15. Revised Policy #64
16. Deed in Lieu of Foreclosure-135 South Pamet Road, Town Clerk's Certification of Vote
17. Applications to Serve for Reappointment; Stanley Sigel, Patricia Wheeler, Candida Monteith, Michael Holt
18. Select Board Meeting Minutes of May 18, 2021

# DRAFT

**Truro Select Board  
Friday, August 6, 2021  
Truro Community Center, 7 Standish Way  
In-Person Meeting**

**Select Board Members Attending:** Robert Weinstein-Chair, Kristen Reed-Vice-Chair, Susan Areson-Clerk, Stephanie Rein, John Dundas

**Regrets:** None

**Attending:** Town Manager Darrin Tangeman; Assistant Town Manager Kelly Clark; Police Chief Jamie Calise, Fire Chief Timothy Collins, Town Planner and Land Use Counsel Barbara Carboni, Health & Conservation Agent Emily Beebe, Public Works Director Jarrod Cabral, Recreation & Beach Director Damion Clements, Library Director Tricia Ford, Town Clerk Kaci Fullerton, IT Director David Wennerberg, Principal Assessor Jon Nahas, Town Accountant Trudi Brazil, Harbormaster/ Shellfish Constable Tony Jackett, Meeting Facilitator Paul Wisotzky.

## **TRURO SELECT BOARD WORK SESSION**

### **Discussion on Values Draft FY22 Select Board Goals and Objectives**

Select Board Chair Robert Weinstein opened the Select Board Work Session at 10:05 am. He introduced the Select Board's plan to address goals and objectives and then turned the meeting over to Paul Wisotzky to facilitate. Facilitator Wisotzky provided a brief summary of ground rules and best practices for the meeting.

Facilitator Wisotzky walked the Board through a series of "rapid fire exercises" where they responded to questions he provided. He then introduced the existing values of the Board and opened the discussion. Board members discussed streamlining the values and brainstormed ways to do so.

A general discussion on the goals of the Board was held. There was consensus from the group that the goals need to be more specific, and time was spent distinguishing between goals and objectives. The Board discussed ideas for managing prioritizing the goals and objectives and whittled the existing goals down to two broad goals that will serve as a starting point.

A break for lunch was held from 12 pm to 12:30 pm.

At 12:30 pm the work session resumed, and Town Manager Tangeman provided an update on the status of the existing (FY20) goals and objectives and their levels of completion. Facilitator Wisotzky reviewed the results of a survey that the Board took and from that conversation offered suggestions for which objectives could be removed from the FY20 Goals and Objectives list.

The Board considered which objectives are actionable by the Board and offered suggestions for how to make the objectives actionable.

The importance of integrating the values into all aspects of governance was discussed. Town Manager Tangeman highlighted the importance of staff connecting to the values to carry them through their work. He noted that often values may be coded with a mnemonic to help individuals remember them and that tools such as business cards, incorporation on the website, distribution to new board and committee members, etc. can serve as great ways to ingrain the values into the organization.

### **Next Steps**

Facilitator Wisotzky reviewed the work completed at the work session and the Board determined that another work session would be held. Facilitator Wisotzky will work with Town Manager Tangeman and Assistant Town Manager Clark to plan the next work session.

### **Adjournment**

Select Board Chair Weinstein asked for a motion to adjourn. Clerk Areson moved to adjourn the Work Session at 2:17 pm. Select Board Vice-Chair Reed seconded the Motion. Motion Passes 5-0-0. The meeting adjourned at 2:10 pm.

Respectfully submitted,

Kelly Clark, Assistant Town Manager

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

# DRAFT

**Truro Select Board  
Thursday, September 9, 2021  
Remote Meeting**

**Select Board Members Attending:** Robert Weinstein-Chair, Kristen Reed-Vice-Chair, Susan Areson-Clerk, Stephanie Rein, John Dundas

**Attending:** Town Manager Darrin Tangeman, Assistant Town Manager Kelly Clark, Police Chief Jamie Calise, Fire Chief Timothy Collins, Town Planner and Land Use Counsel Barbara Carboni

## **TRURO SELECT BOARD WORK SESSION**

### **Discussion on Draft FY22 Select Board Goals and Objectives**

Select Board Chair Robert Weinstein opened the Select Board Meeting at 10:10 am. He announced that the Select Board met in Executive Session before this meeting and voted 5-0-0 to ratify the Memorandum of Agreement with the Truro Police Employee's Federation.

Chair Weinstein provided a brief overview of the goals and objectives process and turned the meeting over to Paul Wisotzky to facilitate. Facilitator Wisotzky provided a summary of the last meeting and outlined the tasks and schedule for the meeting.

Facilitator Wisotzky led the group through the values and results of the survey that the Board members and Town Manager Tangeman completed. The group agreed on a list of values: excellence, integrity, openness and transparency, collaboration, and sustainability.

The Board discussed definitions of the word "rural" and its relevance to the values, goals, and objectives. Facilitator Wisotzky led the group through identifying several goals, sub-goals, and objectives. The Board worked through the wording of each of these elements, identified deliverables, and identified timelines. Specific objectives discussed included an EMS analysis, classification and compensation study, cultural district information gathering, multi-member body charges, the Local Comprehensive Plan process, and a joint meeting with other boards regarding housing initiatives.

### **Next Steps**

Facilitator Wisotzky requested that Board members craft objectives based on their suggestions to bring back to the group. Facilitator Wisotzky, Town Manager Tangeman, and Assistant Town Manager Clark agreed to meet to synthesize the Work Session's progress and present the progress at a subsequent Work Session.

The Board agreed to hold another Work Session on the Values and Fiscal Year 2022 Goals and Objectives on September 23, 2021, from 1 pm- 3 pm. The Public Hearing will be held on September 28, 2021, pending the Town Moderator's availability.

## **Adjournment**

Select Board Chair Weinstein asked for a motion to adjourn. Clerk Areson moved to adjourn the Work Session at 2:17 pm. Select Board Vice-Chair Reed seconded the Motion. Motion Passes 5-0-0. The meeting adjourned at 2:18 pm.

Respectfully submitted,

Kelly Clark, Assistant Town Manager

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

## **Public Records material of 09/09/2021**

1. Redlined version of Values and Fiscal Year 2020 Goals and Objectives based on August 6, 2021, Work Session
2. Worksheet of Values and Fiscal Year 2022 Goals and Objectives
3. Key Findings/ Summary of Select Board Survey