



Truro Select Board

Tuesday, March 22, 2022

Regular Meeting-5:00pm



REGULAR MEETING

<https://meet.goto.com/197224221>

1-877-309-2073 Access Code: 197-224-221

This will be a remote meeting. Citizens can view the meeting on Channel 18 in Truro and on the web on the "Truro TV Channel 18" button under "Helpful Links" on the homepage of the Town of Truro website. Click on the green "Watch" button in the upper right of the page. **To provide comment during the meeting please call in toll free at 1-877-309-2073 and enter the following access code when prompted: 197-224-221 or you may join the meeting from a computer, tablet or smartphone by entering the follow URL into your web browser:**

<https://meet.goto.com/197224221> . 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

3. BOARD/COMMITTEE/COMMISSION APPOINTMENTS

A. Interview and Appoint: Amy Wolff-Conservation Commission

4. STAFF/ COMMITTEE UPDATES NONE

5. TABLED ITEMS NONE

6. SELECT BOARD ACTION

A. Review and Approval of Harbor Fee Increases

Presenter: Tim Silva, Harbor Commission Chair

B. Review and Approval of March Bond Sale and Useful Life Certificates

Presenter: Alex Marini Lessin-Finance Director

C. Discussion and Possible Vote Regarding Town Meeting Date and Location

Presenter: Darrin Tangeman, Town Manager

D. Review and Vote to Recommend Town Meeting Articles

Presenter: Darrin Tangeman, Town Manager

E. Discussion and Possible Vote Regarding Planning Board Withdrawl of Articles and Planning Board Changes to Submitted Articles

Presenter: Anne Greenbaum, Planning Board Chair

F. Discussion on Short-Term Rental Tax Impact Fee

Presenter: Darrin Tangeman, Town Manager

7. CONSENT AGENDA

A. Review/Approve and Authorize Signature:

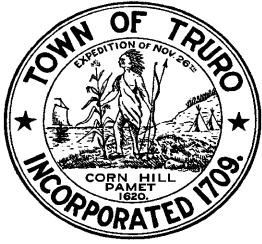
1. One Day Special Entertainment Licenses – Captain Choice

B. Review and Approve Appointments: Darrin Tangeman as OPEB Trustee

C. Review and Approve Appointment Renewals:

- D. Review and Approval of 2022 Seasonal Business License Renewals: Highland Light Golf Course-Transient Vendor and Common Victualer; Captain's Choice-Common Victualer; Lewis Brothers Homemade Ice Cream-Hawker Peddler; Days Market & Deli-Common Victualer and Transient Vendor
- E. Renewal of 2022 Seasonal Alcohol Licenses: Avenue D, Beach Point Health and Swim Club, Blackfish Restaurant, Captain's Choice, Days Market and Deli, Fuller's Package, Highland Links Golf Course, Jams Too, Payomet Performing Arts Center, Salty Market, Terra Luna Restaurant, Top Mast Café, and Whitman House Restaurant
- F. Renewal of 2022 Seasonal Renewal Certification 2022 (ABCC)
- G. Review and Approve Select Board Minutes: Budget Task Force Minutes of 2.4.2022, Select Board Meeting Minutes of 1.25.2022
- 8. Select Board Reports/Comments
- 9. Town Manager Report and Update on Truro Talks Newsletter
- 10. Next Meeting Agenda: Potential Regular Meeting- March 29, 2022; Regular Meeting- April 12, 2022





TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: March 22, 2022

ITEM: Interview and Possible Appointment of Amy Wolff to the Conservation Commission

EXPLANATION: Amy Wolff submitted an application to serve on the Conservation Commission. The Chair has endorsed the application.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: There are two vacancies on the Conservation Commission. Filling one of these vacancies will bring the Commission closer to full membership.

SUGGESTED ACTION: *Motion to Appoint Amy Wolff to the Conservation Commission for a three-year term, expiring June 30, 2025.*

ATTACHMENTS:

1. Application to Serve-Chair endorsement

Truro

Application to Serve on a Board or Committee

TRURO COMMUNITY DEVELOPMENT
ADMINISTRATIVE SERVICES
TRURO, MASSACHUSETTS

Last Name **WOLFF**

First Name **AMY**

Middle Initial **M**

Email Address [Redacted]

Phone Number [Redacted]

Address (Street) **97 N. Pamet Rd**

Address (City) **Truro**

Address (State) **MA**

Address (Zip Code) **02666**

Mailing Address (Please indicate box number and zip code)
PO BOX 846 // 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?

Conservation Commission

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

Tending to Truro's fragile ecosystems is a high priority for me. I value collaborative work & thought. And, it runs in my family.

Have you attended a meeting of the committee listed above?

Howard Irwin is my stepfather.

Yes

No But I have viewed recordings of meetings.

Have you read the charge of the committee?

Yes

No

Have you met with the chair of the committee?

Yes

No I've met w/ a member of the committee, - and expect to meet w/ the chair once I file this application

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.

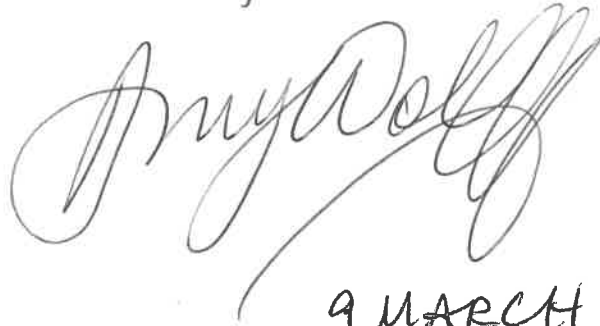
I have a great deal of experience with committee/ council participation. I am a team player, value all points of view, practice active listening and put myself into what I'm doing. I participate on councils w/ shared leadership - and am comfortable leading AND following.

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 an "outdoors person" my whole life. I've lived rurally for my adult life, living on wooded property offers a lot of lessons about the careful care of one's environment. I was part of a collective farm for 12 years. I worked for an arborist for 5 years - handling his scheduling. For most of my adult life, I've lived on Vashon Island in WA state. We depend on a sole source aquifer there - I've been immersed in conservation issues for most of my life.
Thank you for your consideration.

Signature

Date



9 MARCH '22

Noelle Scoullar

From: Carol Colao [REDACTED]
Sent: Wednesday, March 9, 2022 8:38 PM
To: Nicole Tudor; Emily Beebe
Cc: Noelle Scoullar; Arozana Davis
Subject: Re: Conservation Commission Applicant

Nicole, Emily,

I endorse Amy Wolff for a commissioner position on the Truro Conservation Commission.

Carol Girard-Irwin
Chair, Conservation Commission

[Sent from Yahoo Mail for iPhone](#)

On Wednesday, March 9, 2022, 3:36 PM, Nicole Tudor <ntudor@truro-ma.gov> wrote:

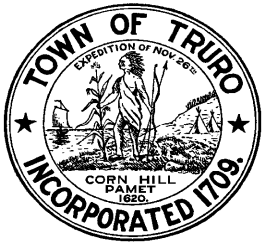
Hi Emily,

Please find attached an Application to Serve for Conservation Commission membership from Amy Wolff.

If Carol could advise on the endorsement of the applicant, we can move forward with Amy's interview with the Select Board.

Thank you for your time,

Nicole



TOWN OF TRURO

Select Board Agenda Item

BOARD/COMMITTEE/COMMISSION: Pamet Harbor Commission

REQUESTOR: Noelle Scoullar, Executive Assistant, on Behalf of Tim Silva, Chair of the Pamet Harbor Commission

REQUESTED MEETING DATE: March 22, 2022

ITEM: Review and Approval of Harbor Fee Increases

EXPLANATION: The Pamet Harbor Commission is proposing new fees for mooring permits for the 2022 season. Pamet Harbor Commission Chair Tim Silva and Harbormaster and Shellfish Warden Tony Jackett will be present to provide details on the proposal.

The following table provides potential new revenue generated from the proposed increases:

Fee Type	Number Sold in 2021	Current Fee	Proposed Fee	Proposed Increase	Potential New Revenue
Mooring Basin	52	\$360	\$385	\$25	\$1,300
Mooring Shallow	44	\$240	\$265	\$25	\$1,100
Unused Mooring- Rule #26	27	\$180	\$205	\$25	\$675
Small Boat Line	22	\$90	\$100	\$10	\$220
Seasonal Ramp	63	\$180	\$205	\$25	\$1,575
Kayak- Seasonal Rack	10	\$90	\$100	\$10	\$100
Skiff	47	\$15	\$40	\$25	\$1,175
TOTAL					\$6,145

*Plus Waterway Fees

FINANCIAL SOURCE (IF APPLICABLE): Fees go to Receipts Reserved for Appropriation

IMPACT IF NOT APPROVED: Current fees will continue to be charged.

SUGGESTED ACTION: *Motion to approve the proposed changes to the Pamet Harbor Fee Schedule.*

ATTACHMENTS:

1. Pamet Harbor Commission's Fee Recommendations/ Current Fee Schedule

PAMET HARBOR FEES

*** (Daily Fees with Waterway Fee Included) ***		
	Resident and Non-Resident Fee	Total Fee
Kayak Launch	\$7 + \$3 =	\$10.00
Ramp	\$10 + \$10 =	\$20.00

** (Fees with Waterway Fee Included) **					
	Resident Fees	Fee Total		Non-Resident Fees	Fee Total
Mooring Basin <i>385</i>	— \$360 + \$25 =	\$385.00		\$360 + \$75 =	\$435.00
Mooring Shallow <i>265</i>	— \$240 + \$25 =	\$265.00		\$240 + \$75 =	\$315.00
Unused Mooring - Rule #26 <i>205</i>	— \$180 + \$25 =	\$205.00		\$180 + \$75 =	\$255.00
Small Boat Line <i>100</i>	— \$90 + \$25 =	\$115.00		\$90 + \$75 =	\$165.00
Seasonal Ramp <i>205</i>	— \$180 + \$25 =	\$205.00		\$180 + \$75 =	\$255.00
Kayak-Seasonal Rack <i>100</i>	— \$90 + \$10 =	\$100.00		\$90 + \$30 =	\$120.00
Kayak-Seasonal Launch	\$40 + \$10 =	\$50.00		\$40 + \$30 =	\$70.00
Rental Mooring	\$30 + \$10 =	\$40.00		\$30 + \$10 =	\$40.00

<u>Truro User Fees - Waterway Only</u>		
	Boats	Kayaks
Resident and Truro Taxpayers - Seasonal	\$25.00	\$10.00
Non Residents - Seasonal	\$75.00	\$30.00
Daily	\$10.00	\$3.00

	Fee
Commercial Hauler	\$775.00
Commercial Single	\$80.00

	Resident and Non-Resident Fee
Skiff <i>40</i>	— \$15.00



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Finance

REQUESTOR: Alex Marini Lessin, Finance Director: Treasurer/Collector

REQUESTED MEETING DATE: March 22, 2022

ITEM: Approval of March 2022 Bond Sale

EXPLANATION: Truro received competitive bids on its \$9,250,000 issuance on March 9, 2022. As per MGL, the Select Board must approve the sale.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Town must pay down entire balance of Ban Anticipation Notes in June. Contract on March issuance is void and the Town gives up its current favorable interest rates.

SUGGESTED ACTION: Approve with the following motion: *“I move that the votes presented to this meeting relating to the issuance and details of the Town’s General Obligation Municipal Purpose Loan of 2022 Bonds, Series A and General Obligation Land Acquisition Bonds, Series B, each dated and closing March 29, 2022 are hereby adopted as presented and incorporated into the minutes of this meeting in their entirety.” And authorize the Clerk of the Select Board to sign electronically.*

ATTACHMENTS:

- 1. Select Board Truro Bond Series A and B

VOTE OF THE SELECT BOARD

I, the Clerk of the Select Board of the Town of Truro, Massachusetts, certify that at a meeting of the board held March 22, 2022, of which meeting all members of the board were duly notified and at which a quorum was present, the following votes were unanimously passed, all of which appear upon the official record of the board in my custody:

Voted: that the maximum useful life of the departmental equipment listed below to be financed with the proceeds of a portion of the borrowings authorized by the votes of the Town passed April 24, 2018 (Article 10), September 26, 2020 (Article 14) and April 30, 2019 (Article 12) is hereby determined pursuant to G.L. c.44, §7(1) to be as follows:

<u>Purpose</u>	<u>Appropriated Amount</u>	<u>Maximum Useful Life</u>
Fire Department tender	\$350,000	10
Fire Department ambulance	350,000	10
Eagle Neck Creek repair dredging	177,625	15

Further Voted: that the sale of the \$4,275,000 General Obligation Municipal Purpose Loan of 2022 Bonds, Series A of the Town dated March 29, 2022 (the “Series A Bonds”), to Fidelity Capital Markets, a division of National Financial Series LLC at the price of \$4,783,642.63 and accrued interest is hereby approved and confirmed. The Series A Bonds shall be payable on March 15 of the years and in the principal amounts and bear interest at the respective rates, as follows:

<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>
2023	\$ 90,000	5.00%	2033	\$240,000	4.00%
2024	115,000	5.00	2034	240,000	4.00
2025	135,000	5.00	2035	240,000	3.00
2026	150,000	5.00	2036	195,000	3.00
2027	335,000	5.00	2037	155,000	3.00
2028	335,000	5.00	2038	155,000	3.00
2029	335,000	5.00	2039	160,000	3.00
2030	315,000	5.00	2040	160,000	3.00
2031	320,000	5.00	2042	320,000	3.00
2032	280,000	4.00			

Further Voted: that the Series A Bonds maturing on March 15, 2042 (a “Series A Term Bond”) shall be subject to mandatory redemption or mature as follows:

Series A Term Bond due March 15, 2042

<u>Year</u>	<u>Amount</u>
2041	\$160,000
2042*	160,000

*Final Maturity

Further Voted: that the sale of the \$4,505,000 General Obligation Land Acquisition Bonds, Series B (Subject to Federal and Massachusetts Income Taxation) of the Town dated March 29, 2022 (the “Series B Bonds,” and together with the Series A Bonds, the “Bonds”), to Robert W. Baird & Co., Inc. at the price of \$4,584,224.96 and accrued interest is hereby approved and confirmed. The Series B Bonds shall be payable on March 15 of the years and in the principal amounts and bear interest at the respective rates, as follows:

<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>
2023	\$ 75,000	4.000%	2032	\$300,000	3.000%
2024	155,000	4.000	2033	260,000	3.000
2025	165,000	4.000	2034	260,000	3.000
2026	175,000	4.000	2035	260,000	3.250
2027	190,000	4.000	2036	260,000	3.250
2028	210,000	4.000	2038	460,000	3.375
2029	235,000	4.000	2040	460,000	3.500
2030	280,000	4.000	2042	460,000	3.625
2031	300,000	4.000			

Further Voted: that the Series B Bonds maturing on March 15, 2038, March 15, 2040 and March 15, 2042 (each a “Series B Term Bond”) shall be subject to mandatory redemption or mature as follows:

Series B Term Bond due March 15, 2038

<u>Year</u>	<u>Amount</u>
2037	\$230,000
2038*	230,000

*Final Maturity

Series B Term Bond due March 15, 2040

<u>Year</u>	<u>Amount</u>
2039	\$230,000
2040*	230,000

*Final Maturity

Series B Term Bond due March 15, 2042

<u>Year</u>	<u>Amount</u>
2041	\$230,000
2042*	230,000

*Final Maturity

Further Voted: that in connection with the marketing and sale of the Series A Bonds and the Series B Bonds (together, the “Bonds”), the preparation and distribution of a (i) Notice of Sale and Preliminary Official Statement dated March 2, 2022 in

connection with the Series A Bonds, (ii) Notice of Sale and Preliminary Official Statement dated March 2, 2022 in connection with the Series B Bonds, (iii) final Official Statement dated March 9, 2022 in connection with the Series A Bonds (the "Series A Official Statement"), and (iv) final Official Statement dated March 9, 2022 in connection with the Series B Bonds (the "Series B Official Statement"), each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: that the Series A Bonds shall be subject to redemption, at the option of the Town, upon such terms and conditions as are set forth in the Series A Official Statement and the Series B Bonds shall be subject to redemption, at the option of the Town, upon such terms and conditions as are set forth in the Series B Official Statement.

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

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

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

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

I further certify that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located or, if applicable, in accordance with an alternative method of notice prescribed or approved by the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays,

prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the sale of the Bonds were taken in executive session, all in accordance with G.L. c.30A, §§18-25, as amended.

Dated: March 22, 2022

Clerk of the Select Board

109060951v.1

VOTE OF THE SELECT BOARD

I, the Clerk of the Select Board of the Town of Truro, Massachusetts, certify that at a meeting of the board held March 22, 2022, of which meeting all members of the board were duly notified and at which a quorum was present, the following votes were unanimously passed, all of which appear upon the official record of the board in my custody:

Voted: that the maximum useful life of the departmental equipment listed below to be financed with the proceeds of a portion of the borrowings authorized by the votes of the Town passed April 24, 2018 (Article 10), September 26, 2020 (Article 14) and April 30, 2019 (Article 12) is hereby determined pursuant to G.L. c.44, §7(1) to be as follows:

<u>Purpose</u>	<u>Appropriated Amount</u>	<u>Maximum Useful Life</u>
Fire Department tender	\$350,000	10
Fire Department ambulance	350,000	10
Eagle Neck Creek repair dredging	177,625	15

Further Voted: that the sale of the \$4,275,000 General Obligation Municipal Purpose Loan of 2022 Bonds, Series A of the Town dated March 29, 2022 (the “Series A Bonds”), to Fidelity Capital Markets, a division of National Financial Series LLC at the price of \$4,783,642.63 and accrued interest is hereby approved and confirmed. The Series A Bonds shall be payable on March 15 of the years and in the principal amounts and bear interest at the respective rates, as follows:

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2027	335,000	5.00	2037	155,000	3.00
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2031	320,000	5.00	2042	320,000	3.00
2032	280,000	4.00			

Further Voted: that the Series A Bonds maturing on March 15, 2042 (a “Series A Term Bond”) shall be subject to mandatory redemption or mature as follows:

Series A Term Bond due March 15, 2042

<u>Year</u>	<u>Amount</u>
2041	\$160,000
2042*	160,000

*Final Maturity

Further Voted: that the sale of the \$4,505,000 General Obligation Land Acquisition Bonds, Series B (Subject to Federal and Massachusetts Income Taxation) of the Town dated March 29, 2022 (the “Series B Bonds,” and together with the Series A Bonds, the “Bonds”), to Robert W. Baird & Co., Inc. at the price of \$4,584,224.96 and accrued interest is hereby approved and confirmed. The Series B Bonds shall be payable on March 15 of the years and in the principal amounts and bear interest at the respective rates, as follows:

<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>
2023	\$ 75,000	4.000%	2032	\$300,000	3.000%
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2025	165,000	4.000	2034	260,000	3.000
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2027	190,000	4.000	2036	260,000	3.250
2028	210,000	4.000	2038	460,000	3.375
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2030	280,000	4.000	2042	460,000	3.625
2031	300,000	4.000			

Further Voted: that the Series B Bonds maturing on March 15, 2038, March 15, 2040 and March 15, 2042 (each a “Series B Term Bond”) shall be subject to mandatory redemption or mature as follows:

Series B Term Bond due March 15, 2038

<u>Year</u>	<u>Amount</u>
2037	\$230,000
2038*	230,000

*Final Maturity

Series B Term Bond due March 15, 2040

<u>Year</u>	<u>Amount</u>
2039	\$230,000
2040*	230,000

*Final Maturity

Series B Term Bond due March 15, 2042

<u>Year</u>	<u>Amount</u>
2041	\$230,000
2042*	230,000

*Final Maturity

Further Voted: that in connection with the marketing and sale of the Series A Bonds and the Series B Bonds (together, the “Bonds”), the preparation and distribution of a (i) Notice of Sale and Preliminary Official Statement dated March 2, 2022 in

connection with the Series A Bonds, (ii) Notice of Sale and Preliminary Official Statement dated March 2, 2022 in connection with the Series B Bonds, (iii) final Official Statement dated March 9, 2022 in connection with the Series A Bonds (the "Series A Official Statement"), and (iv) final Official Statement dated March 9, 2022 in connection with the Series B Bonds (the "Series B Official Statement"), each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: that the Series A Bonds shall be subject to redemption, at the option of the Town, upon such terms and conditions as are set forth in the Series A Official Statement and the Series B Bonds shall be subject to redemption, at the option of the Town, upon such terms and conditions as are set forth in the Series B Official Statement.

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

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

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

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

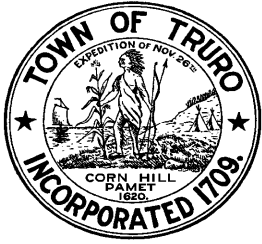
I further certify that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located or, if applicable, in accordance with an alternative method of notice prescribed or approved by the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays,

prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the sale of the Bonds were taken in executive session, all in accordance with G.L. c.30A, §§18-25, as amended.

Dated: March 22, 2022

Clerk of the Select Board

109060951v.1



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Darrin Tangeman, Town Manager

REQUESTED MEETING DATE: March 22, 2022

ITEM: Discussion and Possible Vote Regarding Town Meeting Date and Location

EXPLANATION: Section 2-1-2 of the Charter sets the date for the Annual Town Meeting on the last Tuesday in April. However, M.G.L. c. 39, §9 states that notwithstanding a Charter provision setting the date for the Annual Town Meeting, the Select Board may postpone the date of Town Meeting to any date on or before June 30th. This year's Town Meeting will fall on April 26, 2022. The Board may wish to consider holding the meeting outdoors but will need to weigh the time of year impacts (in terms of daylight and potential weather). Staff will request feedback from the Town Moderator and will report her recommendations at the Board's meeting if she is unable to attend. Health/ Conservation Agent Beebe will be present to provide insight on the current local public health data.

There is no provision to move the date of the Annual Town Election, which will be held on Tuesday, May 10, 2022, in accordance with the Town Charter. This year's election ballot will include a question for the proposed override and any other debt-related articles that Town Counsel indicates will need to be included as ballot questions.

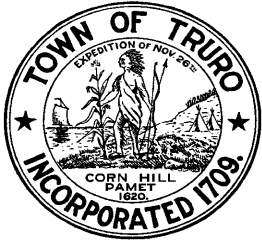
The Board may vote to change the date of Annual Town Meeting if they so choose, and staff will plan accordingly.

SUGGESTED ACTION: *MOVE that, pursuant to General Laws c. 39, Section 9, the Select Board set the date for the Annual Town Meeting as {Insert Date Certain Here}.*

OR

None.

ATTACHMENTS: None



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Darrin Tangeman, Town Manager

REQUESTED MEETING DATE: March 22, 2022

ITEM: Review and Vote of Annual Town Meeting Articles

EXPLANATION: Attached for review, discussion and vote to recommend are articles from the Annual Town Meeting Warrant. Articles that have already been voted to recommend by the Select Board are highlighted.

Town Counsel's review of the articles is ongoing and staff will provide an update on the status of review at the meeting. The Board may opt to consider some or all of these articles at a subsequent meeting, if there is a meeting held on or before March 30, 2022.

The Warrant closed for the submission of articles on February 25, 2022 at 4 pm. The deadline for financial articles was February 4, 2022. A work session was held on March 18, 2022 to provide direction to staff. Staff will amend the draft Warrant to conform to the Select Board guidance and the revised draft will be posted just before the meeting.

The Board may also wish to weigh in on the order of the Warrant articles at this meeting.

The form of vote is positive, motion to recommend, and will be recorded in the warrant as # of yes votes - # of no votes - # of abstentions in favor, e.g. 5-0-0 in favor. Once the votes are completed, they will be added to the draft Warrant. Article numbers will be assigned as the Warrant is finalized.

SUGGESTED ACTION:

Motion to recommend {insert article title here} as printed.

ATTACHMENTS:

1. Town Meeting Articles List
2. Draft Town Meeting Warrant (To Be Provided Just Prior to the Meeting)

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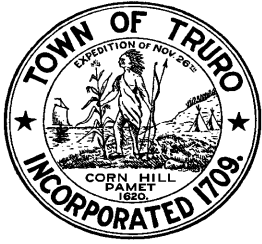
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TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Anne Greenbaum, Planning Board Chair

REQUESTED MEETING DATE: March 22, 2022

ITEM: Discussion and Possible Vote Regarding Planning Board Withdrawal of Articles and Planning Board Changes to Submitted Articles

EXPLANATION: The Planning Board submitted seven Warrant articles for the 2022 Annual Town Meeting, as outlined below. They voted to withdraw three of the submitted articles leaving four Zoning Bylaw Amendment Articles for consideration.

- Purpose—10.2
- Street Definition—10.4
- Lot Coverage—10.4
- Duplex Bylaw—40.1
- Mean Ground Level—10.4 (Withdrawn)
- Stormwater Management Bylaw (Withdrawn)
- Development Agreement (Withdrawn)

The Planning Board subsequently made revisions to the remaining four articles and has requested that the Select Board take on these articles, as the Warrant is now officially closed, so that the revised versions of the articles can be published in the Warrant. Planning Board Chair Anne Greenbaum will be present to answer questions.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The articles will be included in the Warrant in the originally submitted form. Any changes to them would need to occur by motion on Town Meeting floor and the Moderator will need to consider if the changes are within the scope of the published article.

SUGGESTED ACTION: *MOTION TO* adopt the following Planning Board articles, with the changes recommended by the Planning Board, as Select Board articles

OR

None.

ATTACHMENTS:

1. Memo from Planning Board
2. Amended Planning Board Articles
3. Amended Planning Board Articles with Changes Highlighted

TO: Truro Select Board, Town Manager and Assistant Town Manager
 CC: Truro Town Planner and Land Use Counsel
 FROM: Truro Planning Board
 DATE: March 15, 2022
 SUBJECT: Articles for 2022 Warrant

On March 3, 2022 the Planning Board submitted seven (7) potential articles to the Select Board for discussion at the March 8, 2022 Select Board meeting. These potential articles were in draft form. The Planning Board was later advised that if it sought to have revised versions of these articles considered at Town Meeting, it would be necessary to request that the Select Board carry forward the revised articles on the warrant.

Based on feedback, including that received at the March 8 Select Board meeting, the Planning Board held a final discussion of each potential article at our meeting on March 9, 2022. At the March 9, 2022 Planning Board Meeting the Board voted to send four (4) articles to Town Meeting.

- 1) The Planning Board has not revised PB-3, Lot Coverage, and intends that the article submitted as PB-3 remain unchanged on the warrant. The vote on that article was:

Aye – 6 Nay – 0 Absent – 1

- 2) The Planning Board, at that meeting, voted to request the Select Board carry forward three (3) articles, as revised, in the Warrant for the 2022 Annual Town meeting. The vote on each article is listed below. These articles are:

- PB-1 Purpose Aye – 6 Nay – 0 Absent - 1
- PB-2 Definition, Street Aye – 6 Nay – 0 Absent - 1
- PB-6 Duplex Bylaw Aye – 6 Nay – 0 Absent – 1

- 3) We are also requesting to withdraw three (3) draft articles. The vote to request to withdraw is listed below.

- PB-4 Stormwater Management Aye – 6 Nay – 0 Absent - 1
- PB-5 Development Agreement Aye – 5 Nay – 1 Absent - 1
- PB-7 Mean Ground Level Aye – 6 Nay – 0 Absent - 1

Attached are the revised versions of the three articles (PB-1, PB-2, and PB-6) we are requesting the Select Board carry forward on the warrant. Also attached, is a version of each of these three articles that show, highlighted in yellow, the changes since the Select Board reviewed the drafts at the March 8, 2022 meeting.

Thank you.

Anne Greenbaum – Chair Truro Planning Board

Requested Planning Board Warrant Article March 9, 2022

(current with **additions and deletions**)

PB-1 § 10.2 Purpose

The purpose of this bylaw is to:

1. promote the health, safety, convenience and welfare of the inhabitants of Truro,
2. prevent the overcrowding of land,
3. conserve the value of land and buildings,
4. enable the protection of clean and adequate water supply,
5. conserve natural resources,
6. prevent blight of the environment,
7. encourage the most appropriate use of land in Truro,
8. **promote carbon sequestration by natural means,**
9. **promote the use of Green Energy and Green building practices,**
10. **protect native soils from unnecessary removal or disturbance,**
11. **protect and maintain the scenic character, ambiance and aesthetics of Truro,**
and
12. to promote the implementation of the goals and policies of the Truro Local Comprehensive Plan.

10.4 Definitions

Carbon Sequestration - is the process of capturing and storing atmospheric carbon dioxide. Carbon sequestration secures carbon dioxide to prevent it from entering the Earth's atmosphere and contributing to atmospheric warming

Green Energy - any energy type that is generated from natural resources, such as sunlight, wind or water.

Green Buildings - A 'green' building is a building that, in its design, construction or operation, reduces or eliminates negative impacts, and can create positive impacts, on our climate and natural environment. Green buildings preserve precious natural resources and improve our quality of life.

Requested Planning Board Warrant Article March 9, 2022(current with **additions and deletions**)**PB – 2 10.4 Definitions**

Street. A public or private way which affords access to abutting property. For the purposes of this bylaw, the terms "street", "road", "way", and "road right-of-way" bear the same meaning. When a street(s) is to be used for lot frontage, the street(s) shall conform to the *following* requirements:

- 1) The minimum width of street right-of-ways shall be 40 feet.*
- 2) Property lines at street intersections shall be rounded to provide for a curb radius of not less than 20 feet.*
- 3) Dead-end streets shall be provided at the closed end with a turnaround having a propertyline diameter of at least 80 feet. When ways requiring turnarounds may be extended in future subdivisions, the Board may require only an area equal to the above requirement to be shown and marked "Reserved for Turning". Upon extension of the way through this turning area, the portions not included in the way shall revert to their respective lots.*

~~of the Town of Truro Subdivision Regulations, Section IV, Design Standards (b), (c), and (d) as they existed on January 1, 1989.~~

Street(s) shall have a center line length in excess of 100 feet. For dead-end street(s), this distance shall be measured from the sideline of the layout of the road to be intersected to the opposite end of the layout of the turnaround cul-de-sac.

Town of Truro paved street(s) that:

- (1) have a minimum layout width of 20 feet,
- (2) were created prior to January 1, 1989, and
- (3) were accepted by Truro Town Meeting, are exempt from the width requirements of the Town of

Truro Subdivision Regulations, Section IV, Design Standards. These accepted public paved ways shall be deemed adequate as lot frontage for the issuance of building permits. The list of accepted Truro public paved ways is available from the Town of Truro Town Clerk upon request.

Streets that are:

- constructed in accordance with subdivision rules & regulations, at the time, and*
- shown within an approved definitive subdivision plan signed by the Truro Planning Board, and*
- recorded at the Barnstable Registry of Deeds*

are deemed acceptable for frontage.

Streets that are shown solely on an Approval Not Required Plan (ANR) endorsed by the Planning Board are not included in this definition.

Requested Planning Board Warrant Article March 9, 2022

(current with **additions and deletions**)

PB -3 Lot Coverage § 10.4 Definitions**Building. (Truro. Current)**

The word building shall be any three-dimensional enclosure, portable or fixed, temporary or permanent, which is composed of building materials and which encloses any space for use or occupancy; building shall include “structure” unless the context unequivocally indicates otherwise; and with the exception of fences, field or garden walls, cold frames, stairways for beach access, and embankment retaining walls, building shall include foundations in the ground and any part of any kind of structure above ground.

Lot. (Truro. Current)

A parcel of land, undivided by a street, with definite boundaries, title to which is held in undivided ownership.

Lot Area. (Truro. Current)

The area of a lot when used for building purposes shall not be less than the minimum required by this bylaw for the district in which it is located. Such an area shall not be interpreted to include any portion of a lot below mean water level on fresh water, below mean high water on tidal water or within the limits of any defined way, exclusive of driveways serving only the lot itself. No less than 100% of the minimum lot area required shall consist of contiguous upland exclusive of marsh, bog, swamp, beach, dune or wet meadow. This definition shall apply only to lots created after April 30, 1987.

Lot Coverage. (Truro. Current)

The portion of a lot which is covered by impervious structures and improvements. Impervious structures and improvements shall include but not be limited to paved driveways and parking areas, principal and accessory structures, swimming pools and other on-site amenities which render any portion of the lot impervious.

Impervious Covered Surface:

Pavement, pavers or structure(s) on, above, or below the ground that do not allow precipitation or surface water runoff from penetrating into the soil. For the purposes of this lot coverage bylaw, pervious paved surfaces shall be included in the computation of covered lot area.

New Bylaw

Lot Coverage:

No more than 30 percent (30%) of the total area of any lot in the Residential and Seashore Districts shall be rendered impervious or covered. This includes but is not limited to the installation of buildings, structures, patios, decks, pools and paved surfaces (including permeable and impermeable pavements).

SECTION 50
Area and Height Regulations

§ 50.1 Regulations
A. Table

(4/05, 4/06,

DIMENSIONAL REQUIREMENT	ALL DISTRICTS
Minimum lot size	33,750 sq. ft. (1)(2)(8)
Minimum lot frontage	150 ft (1)(2)
Minimum frontyard setback	25 ft (3)
Minimum sideyard setback	25 ft (3)(4)
Maximum building height	2 stories; 30 feet (5)(5a)(6)
Minimum backyard setback	25 ft (3)(4)
Lot Shape	(9)
Maximum Lot coverage	30% (10)

4/10)

NOTES

1. Except buildings for accessory use and cottage. (4/10)
2. Except lots or parcels lawfully in existence and shown on a subdivision plan or described in a deed recorded at the Barnstable County Registry of Deeds prior to the adoption of the bylaw by Truro Town Meeting on February 15, 1960, having at least five thousand (5,000) square feet of area and at least fifty (50) feet of lot frontage.
3. Except in the Seashore District where the minimum setback from all streets is 50 ft. measured at a right angle from the street line.
4. Except in those portions of the Beach Point Limited Business district served by the Town of Provincetown Water System, where the minimum sideyard and backyard setbacks shall be equivalent to five (5) ft per story of the building or structure in question. Structures less than a full story shall meet the minimum 5 ft setback.
5. The 2 story limitation shall be measured from above mean ground level.
 - 5a. Except buildings which do not have a ridge or hip the maximum building height shall not exceed twenty-three (23) ft as measured to the highest point of the structure. (4/12)
6. Free standing flagpoles and private noncommercial radio and television antennae shall not exceed fifty (50) ft above mean ground level. (#7 deleted 4/12)
8. Except in the Seashore District where the minimum lot size is 3 acres. (4/05)
9. For any lot created after April 30, 2004, the portion of the lot connecting the frontage with the front line of any building site shall not be less than 50 feet wide, as measured between opposite sidelines. (4/06)
10. **Residential & Seashore Districts**

Requested Planning Board Draft Warrant Article March 9, 2022

(current with additions and deletions)

PB 6 Duplex Bylaw

§ 40.1 Duplex Houses and Apartments

- A. Purpose. For the purpose of promoting the more efficient use of land, in keeping with the protection of the quality of life and ecology, and at the same time giving relief to those with problems of obtaining adequate housing, the Board of Appeals may approve a special permit authorizing the new construction of duplex houses or the conversion of single family dwellings to apartments, consistent with the following conditions.
- B. ~~These structure, either new or conversion, are allowed in all districts except: Beach Point and the Seashore District.~~
- C. New Construction. lots ~~of one acre meeting minimum lot size of 33,750 sq ft.~~ or more are required for new construction; ~~the duplex shall not exceed 3,600 sq. ft.~~; the requirements of paragraph D shall be met.
- ~~D.~~ Conversion. Conversion of single family dwellings ~~in any zoning district except Beach Point and the Seashore District~~ may be approved by special permit from the Board of Appeals. Lots shall meet current minimum lot area requirements; no more than one apartment in addition to the primary dwelling unit may be created from any one single family dwelling; ~~the floor area of the secondary dwelling unit shall not exceed 50% of that of the primary dwelling unit; the floor area of the secondary dwelling unit shall not exceed 600 sq. ft.~~
- E. Requirements. All new construction or conversions shall comply with the following.
 - 1. All applicable provisions of the building, health and safety codes, as determined by the Building Commissioner and Board of Health shall be met.
 - 2. ~~One unit shall have a 12 month lease.~~
 - 3. ~~One unit shall be owner occupied OR have a 12 month lease~~
 - 4. ~~The applicant shall demonstrate that the new construction or conversion is essential to provide needed housing.~~
 - 4. ~~5~~—The new construction or conversion is compatible with and will not derogate from or be detrimental to the neighborhood.
 - 5. ~~6~~—Section 50, Area and Height regulations of this bylaw.
 - 6. ~~7~~—The use is in harmony with the general purpose and intent of the bylaw.

§ 30.2 Use Table

The following uses are permitted by district as indicated below, and consistent with the purposes for which the district was established. Uses not expressly permitted are deemed prohibited.

KEY

P	Permitted
SP	May be allowed by special permit granted by the Board of Appeals, or the Planning Board, where noted
N	Not Permitted
R	Residential
BP	Beach Point Limited Business
NT6A	Route 6A, North Truro Limited Business
TC	Truro Center Limited Business
NTC	North Truro Center General Business
Rt6	Route 6 General Business
S	Seashore

PRINCIPAL USES							
	R	BP	NT6A	TC	NTC	Rt6	S
RESIDENTIAL							
Cottage or cabin colony, motor court	N	P	N	N	P	P	N
Hotel	N	N	N	N	P	P	N
Motel	N	P	N	N	P	P	N
Single family dwelling (9)	P	P	P	P	P	P	P (10)
Duplex	P	N	P	P	P	P	N

(4/06, 4/07, 4/14, 4/17)

NOTES

1. To include traditional fishing activities, opening of shellfish, storage and use of fishing equipment.
2. No more than four (4) offices per lot; 20% lot coverage permitted, exclusive of parking; storage of equipment or materials where they are visible from neighboring properties or public or private ways is prohibited; the Board of Appeals shall find that the proposed use does not produce any injurious or offensive dirt, odor, fumes, gas, noise, or danger from explosion or fire.
3. Reserved. (4/14)
4. Uses in this category are further subject to the special regulations set forth in §40.5 and the Planning Board shall serve as the Special Permit granting authority. (4/15)
5. The Board of Appeals shall find that a proposed use is not injurious or offensive or tends to reduce values in the same district by reason of dirt, odor, fumes, gas, sewage, noise, or danger from explosion or fire.
6. The Board of Appeals may approve activities which are necessary in connection with scientific research or scientific development or related production, and which are accessory to a permitted use, if the Board finds the proposed accessory use does not substantially derogate from the public good. (4/15)
7. Includes shops of carpenters, plumbers, electricians, dressmakers and similar tradespeople, repairs to radio-TV-computers and related electronic services, bicycle repairs, furniture repairs and upholstery. (4/14)
8. Except trailers, mobile homes, Quonset huts or portable buildings. One tent for non-commercial use is allowed per lot, for a specified period of time and with the written consent of the owner and the Board of Health. The Board of Health may limit the period of time the tent is erected and used.
9. Uses in this category are further subject to the special regulations set forth in §40.2, Accessory Dwelling Unit and the Planning Board shall serve as the Special Permit granting authority. (04/07, 4/17)
10. Uses in this category are further subject to the special regulations set forth in § 30.3, Seashore District.

Except in the Solar Farm Overlay District, where the use is permitted.

Planning Board Warrant Article March 9, 2022

(current with **additions, deletions and changes since Select Board meeting March 8, 2022**)

PB-1 § 10.2 Purpose

The purpose of this bylaw is to:

1. promote the health, safety, convenience and welfare of the inhabitants of Truro,
2. prevent the overcrowding of land,
3. conserve the value of land and buildings,
4. enable the protection of clean and adequate water supply,
5. conserve natural resources,
6. prevent blight of the environment,
7. encourage the most appropriate use of land in Truro,
8. **promote carbon sequestration by natural means,**
9. **promote the use of Green Energy and Green building practices,**
10. **protect native soils from unnecessary removal or disturbance,**
11. **protect and maintain the scenic rural character, ambiance and aesthetics of Truro,** and
12. to promote the implementation of the goals and policies of the Truro Local Comprehensive Plan.

10.4 Definitions

Carbon Sequestration - is the process of capturing and storing atmospheric carbon dioxide. Carbon sequestration secures carbon dioxide to prevent it from entering the Earth's atmosphere and contributing to atmospheric warming

Green Energy - any energy type that is generated from natural resources, such as sunlight, wind or water.

Green Buildings - A 'green' building is a building that, in its design, construction or operation, reduces or eliminates negative impacts, and can create positive impacts, on our climate and natural environment. Green buildings preserve precious natural resources and improve our quality of life.

Requested Planning Board Warrant Article March 9, 2022

(current with additions, deletions and changes since Select Board meeting March 8, 2022)

PB – 2 10.4 Definitions

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- 1) The minimum width of street right-of-ways shall be 40 feet.*
- 2) Property lines at street intersections shall be rounded to provide for a curb radius of not less than 20 feet.*
- 3) Dead-end streets shall be provided at the closed end with a turnaround having a propertyline diameter of at least 80 feet. When ways requiring turnarounds may be extended in future subdivisions, the Board may require only an area equal to the above requirement to be shown and marked "Reserved for Turning". Upon extension of the way through this turning area, the portions not included in the way shall revert to their respective lots.*

~~of the Town of Truro Subdivision Regulations, Section IV, Design Standards (b), (c), and (d) as they existed on January 1, 1989.~~

Street(s) shall have a center line length in excess of 100 feet. For dead-end street(s), this distance shall be measured from the sideline of the layout of the road to be intersected to the opposite end of the layout of the turnaround cul-de-sac.

Town of Truro paved street(s) that:

- (1) have a minimum layout width of 20 feet,
- (2) were created prior to January 1, 1989, and
- (3) were accepted by Truro Town Meeting, are exempt from the width requirements of the Town of

Truro Subdivision Regulations, Section IV, Design Standards. These accepted public paved ways shall be deemed adequate as lot frontage for the issuance of building permits. The list of accepted Truro public paved ways is available from the Town of Truro Town Clerk upon request.

Streets that are:

- constructed in accordance with subdivision rules & regulations, at the time, and*
- shown within an approved definitive subdivision plan signed by the Truro Planning Board, and*
- recorded at the Barnstable Registry of Deeds*

are deemed acceptable for frontage.



Streets that are shown solely on an Approval Not Required Plan (ANR) endorsed by the Planning Board are not included in this definition.

Requested Planning Board Warrant Article March 9, 2022

(current with additions, deletions and changes since Select Board meeting March 8, 2022)

PB 6 Duplex Bylaw

§ 40.1 Duplex Houses and Apartments

- A. Purpose. For the purpose of promoting the more efficient use of land, in keeping with the protection of the quality of life and ecology, and at the same time giving relief to those with problems of obtaining adequate housing, the Board of Appeals may approve a special permit authorizing the new construction of duplex houses or the conversion of single family dwellings to apartments, consistent with the following conditions.
- B. ~~These structure, either new or conversion, are allowed in all districts except: Beach Point and the Seashore District.~~
- C. New Construction. lots ~~of one acre meeting minimum lot size of 33,750 sq ft.~~ or more are required for new construction; ~~the duplex shall not exceed 3,600 sq. ft.~~; the requirements of paragraph D shall be met.
- ~~D.~~ Conversion. Conversion of single family dwellings ~~in any zoning district except Beach Point and the Seashore District~~ may be approved by special permit from the Board of Appeals. Lots shall meet current minimum lot area requirements; no more than one apartment in addition to the primary dwelling unit may be created from any one single family dwelling; ~~the floor area of the secondary dwelling unit shall not exceed 50% of that of the primary dwelling unit; the floor area of the secondary dwelling unit shall not exceed 600 sq. ft.~~
- E. Requirements. All new construction or conversions shall comply with the following.
 1. All applicable provisions of the building, health and safety codes, as determined by the Building Commissioner and Board of Health shall be met.
 2. ~~One unit shall have a 12 month lease.~~
 3. ~~One unit shall be owner occupied OR have a 12 month lease~~
 4. ~~The applicant shall demonstrate that the new construction or conversion is essential to provide needed housing.~~
 4. 5—The new construction or conversion is compatible with and will not derogate from or be detrimental to the neighborhood.
 5. 6—Section 50, Area and Height regulations of this bylaw.
 6. 7—The use is in harmony with the general purpose and intent of the bylaw.

§ 30.2 Use Table

The following uses are permitted by district as indicated below, and consistent with the purposes for which the district was established. Uses not expressly permitted are deemed prohibited.

KEY

P	Permitted
SP	May be allowed by special permit granted by the Board of Appeals, or the Planning Board, where noted
N	Not Permitted
R	Residential
BP	Beach Point Limited Business
NT6A	Route 6A, North Truro Limited Business
TC	Truro Center Limited Business
NTC	North Truro Center General Business
Rt6	Route 6 General Business
S	Seashore

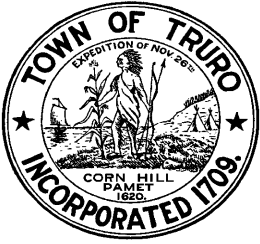
PRINCIPAL USES							
	R	BP	NT6A	TC	NTC	Rt6	S
RESIDENTIAL							
Cottage or cabin colony, motor court	N	P	N	N	P	P	N
Hotel	N	N	N	N	P	P	N
Motel	N	P	N	N	P	P	N
Single family dwelling (9)	P	P	P	P	P	P	P (10)
Duplex	P	N	P	P	P	P	N

(4/06, 4/07, 4/14, 4/17)

NOTES

1. To include traditional fishing activities, opening of shellfish, storage and use of fishing equipment.
2. No more than four (4) offices per lot; 20% lot coverage permitted, exclusive of parking; storage of equipment or materials where they are visible from neighboring properties or public or private ways is prohibited; the Board of Appeals shall find that the proposed use does not produce any injurious or offensive dirt, odor, fumes, gas, noise, or danger from explosion or fire.
3. Reserved. (4/14)
4. Uses in this category are further subject to the special regulations set forth in §40.5 and the Planning Board shall serve as the Special Permit granting authority. (4/15)
5. The Board of Appeals shall find that a proposed use is not injurious or offensive or tends to reduce values in the same district by reason of dirt, odor, fumes, gas, sewage, noise, or danger from explosion or fire.
6. The Board of Appeals may approve activities which are necessary in connection with scientific research or scientific development or related production, and which are accessory to a permitted use, if the Board finds the proposed accessory use does not substantially derogate from the public good. (4/15)
7. Includes shops of carpenters, plumbers, electricians, dressmakers and similar tradespeople, repairs to radio-TV-computers and related electronic services, bicycle repairs, furniture repairs and upholstery. (4/14)
8. Except trailers, mobile homes, Quonset huts or portable buildings. One tent for non-commercial use is allowed per lot, for a specified period of time and with the written consent of the owner and the Board of Health. The Board of Health may limit the period of time the tent is erected and used.
9. Uses in this category are further subject to the special regulations set forth in §40.2, Accessory Dwelling Unit and the Planning Board shall serve as the Special Permit granting authority. (04/07, 4/17)
10. Uses in this category are further subject to the special regulations set forth in § 30.3, Seashore District.

Except in the Solar Farm Overlay District, where the use is permitted.



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Darrin Tangeman, Town Manager

REQUESTED MEETING DATE: March 22, 2022

ITEM: Discussion of Short-Term Rental Impact Fee

EXPLANATION: The Town of Truro may wish to consider charging a community impact fee related to the short-term rental excise tax. MGL c. 64G, s. 3D(b) allows the Town to impose a community impact fee of not more than 3%, if approved at Town Meeting. A discussion is requested to determine if the Board is interested in preparing a future Town Meeting article to impose a community impact fee.

Town Meeting voters increased the rooms excise tax from 4% to 6% at the 2021 Annual Town Meeting. A rental registration fee is also charged to properties rented for 120 or fewer days per year per General Bylaws 2-2-1.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: N/A

SUGGESTED ACTION: *Discussion only.*

ATTACHMENTS:

1. 2019 Memo from KP Law on Short- Term Rental Legislation

TO: Rae Ann Palmer, Truro Town Manager (*By Electronic Mail Only*)

FROM: John W. Giorgio, Esq., KP Law, Town Counsel

RE: Short-Term Rental Legislation

January 8, 2019

Now that the Short-Term Rental Law has been enacted, KP Law will be sending out general guidance to our municipal clients. We are also expecting that the Department of Revenue will be issuing guidance documents in the near future. However, the Town may want to consider certain actions at the 2019 Annual Town Meeting to implement the new law. To that end, I am providing you with a preview of available options as you are preparing the warrant.

Local Acceptance

There are, in fact, three local acceptance options available under the new law and one additional local option the Town may wish to consider:

1. The new law, Chapter 337 of the Acts of 2018 (the Act), revises G.L. c. 64G, §3A, to include short-term rentals among the list of establishments subject to the local excise tax. Specifically, the new law authorizes a local excise upon the transfer of occupancy by the operator of a room in a bed and breakfast establishment, hotel lodging house, short-term rental or motel located within the Town at a rate of not more than 6%.

The Act defines short-term rental as:

an owner-occupied, tenant-occupied or non-owner occupied property including, but not limited to, an apartment, house, cottage, condominium or a furnished accommodation that is not a hotel, motel, lodging house or bed and breakfast establishment, where: (i) at least 1 room or unit is rented to an occupant or sub-occupant; and (ii) all accommodations are reserved in advance; provided, however, that a private owner-occupied property shall be considered a single unit if leased or rented as such.

It is my understanding, however, that the Town previously accepted G.L. c. 64G, §3A and set the rate at 4%. Accordingly, there is no need for the Town to accept the new §3A which extends the local excise tax to short-term rentals. Section 15 of the Act provides: "A city or town that accepted section 3A of chapter 64G of the General Laws before July, 1, 2019 shall be deemed to have accepted said section 3A of said chapter 64G for the purposes of this

act.” However, if the Town wishes to change the percentage amount of the tax, a new Town Meeting vote would be required.

Please also be advised, however, that if the Town previously voted a home rule petition to establish a rooms excise tax on short-term rentals, it is unlikely that the General Court will act on any such petitions in light of the passage of the new Act.

The new tax will apply to a change of occupancy starting on or after July 1, 2019, that is booked on or after January 1, 2019. It is expected that the Department of Revenue will shortly be issuing guidance to municipalities and operators as to the specifics of charging and remitting the tax to the Commonwealth.

2. The new law adds G.L. c. 64G, §3D (a) which authorizes a community impact fee of not more than 3 per cent of the total amount of rent for each transfer of occupancy of a professionally managed unit. A professionally managed unit is defined as “1 of 2 or more short-term rental units that are located in the same city or town, operated by the same operator and are not located within a single-family two-family, or three-family dwelling that includes the operator’s primary residence.” Adoption of the community impact fee is only available if the Town accepts or has already accepted section 3A, and the acceptance vote for section 3D(a) must be separate from the vote to accept section 3A. Unlike the rooms tax under section 3A, which is paid to the Commonwealth and then remitted to the Town quarterly, the community impact fee under section 3D (a) is paid monthly by the operator directly to the Town and the Town is required to dedicate not less than 35% of the community impact fees it receives to affordable housing or local infrastructure projects.

3. The new law also adds G.L. c. 64G, §3D(b) which would allow the Town, upon an acceptance vote by Town Meeting, to impose a community impact fee of not more than 3% upon each transfer of occupancy of a short-term rental that is located within a two-family or three-family dwelling that includes the operator’s primary residence. The same requirements for payment directly to the Town and dedicating not less than 35% of the short-term rental impact fees to affordable housing or local infrastructure projects apply as well.

4. Although this next option has been available since enactment of the Municipal Modernization Act in 2016, it may be of particular relevance with the passage of the Short-Term Rental Legislation. If the Town accepts G.L. c. 40, §5B, the Town can dedicate not less than 25% of the local rooms excise tax to any stabilization fund. This would include any new revenue generated from short-term rentals. The Town must accept paragraph 4 of §5B at Town Meeting, establish the stabilization fund (if an appropriate one does not already exist), and designate the percentage of the room excise (not less than 25%) to be deposited in the stabilization fund. No further appropriation into the fund is required. For example, if the Town desires to dedicate 50% of the new rooms excise for affordable housing purposes, Town Meeting would have to vote by a

two-thirds vote to establish a new Affordable Housing Special Purpose Stabilization Fund, vote to accept Paragraph 4 of G.L. c. 40, §5B, and vote that 50% of the rooms excise tax to be deposited into the fund. One potential drawback of this approach is that any appropriation from the stabilization fund by Town Meeting would require a two-thirds vote, and the revenue so dedicated would not be available for appropriation for general fund expenses.

Cape and Islands Water Protection Fund

In addition, Truro is included in the Cape Cod and Islands Water Protection Fund which is a Trust established pursuant to §2 of the Act (G.L. c. 21C, §19).

G.L. c. 64G, §3C provides for a 2.75% additional rooms excise tax to be collected by the Commonwealth for transfers of occupancy of units located in Towns on the Cape and Islands. Those funds are deposited directly into the Fund and are dispersed by the Management Board to member towns for water abatement projects. There is no local acceptance required by Town Meeting to implement this provision.

The Town may not withdraw from the Fund for a period of one year after the effective date of the Act. See §12 of the Act. Because the Act did not include an emergency preamble, the Act will become effective 90 days after December 28, 2018, which is the date the Governor approved the Act, or March 28, 2019. Accordingly, the Town Meeting cannot vote to withdraw from the Fund unless the effective date of the withdrawal is March 28, 2020, or later. The Town could, therefore, ask Town Meeting to vote to withdraw from the Fund at the 2019 Annual Town Meeting as long as the vote specifies that the withdrawal will not take effect until March 28, 2020.

Withdrawal requires a two-thirds vote of Town Meeting, but the Town may not withdraw during the term of any financial assistance awarded from the Fund. If the Town withdraws and then subsequently votes to rejoin the Fund, the Town will be ineligible for grants and subsidies for a two-year period.

A Management Board is established, and each member town will have one representative of the Board, who is appointed by the Select Board but must include either a member of the Select Board, the Town Administrator, or "other municipally employees professional staff." The Management Board is required to make "an equitable distribution among participating municipalities consistent with revenue deposited from each municipality." The term "equitable distribution" is not defined, so it remains to be seen how the Management Board, once it is established, will allocate the available funds. In this regard, both the Cape Cod Commission and the Martha's Vineyard Commission are required to provide administrative and technical support to the Management Board and may be compensated for such support from the Fund. In addition, the Management Board may, pursuant to a Memorandum of Understanding with the DEP, expend up to 10% of the annual revenue in the Fund to contract with a regional planning agency,

an institution of higher education or non-profit corporation to evaluate and report on the efficacy of adaptive management measures to reduce nitrogen pollution, monitor water quality, and conduct water quality monitoring. Accordingly, I do not expect that the full amount of the 2.75% tax will be available for distribution by the Management Board.

Local Regulation

Finally, §14 of the Act expressly authorizes a municipality by ordinance or bylaw to regulate operators subject to the rooms excise tax and who have registered pursuant to G.L. c. 62C, §67. The bylaw may:

(i) regulate the existence or location of operators under this section within the city or town, including regulating the class of operators and number of local licenses or permits issued to operators under this section and the number of days a person may operate and rent out an accommodation in a calendar year;

(ii) require the licensing or registration of operators within the city or town; provided, however, that a city or town may: (A) accept a certificate of registration issued to an operator in accordance with section 67 of chapter 62C in lieu of requiring an operator to obtain a local license or registration under this section; or (B) issue a provisional license or registration to permit an operator to offer accommodations on temporary or seasonal basis;

(iii) require operators to demonstrate that any properties or premises controlled, occupied, operated, managed or used as accommodations subject to the excise under this chapter are not subject to any outstanding building, electrical, plumbing, mechanical, fire, health, housing or zoning code enforcement, including any notices of violation, notices to cure, orders of abatement, cease and desist orders or correction notices;

(iv) require properties or premises controlled, occupied, operated, managed or used by operators as an accommodation subject to the excise under this chapter to undergo health and safety inspections; provided, however, that the cost of any inspection conducted under this section shall be charged to and solely paid by the operator under this section; provided further, that after any initial health and safety inspection, the city or town may determine the frequency of any subsequent inspections;

(v) establish a civil penalty for violation of an ordinance or by-law enacted pursuant to this section; provided, however, that a city or town that suspends or terminates an operator's right to operate an accommodation for a violation of any ordinance or bylaw shall notify the commissioner of revenue of the suspension or termination; and

(vi) establish a reasonable fee to cover the costs associated with the local administration and enforcement of regulating operators and accommodations.

Under this section, the Town may publish a public registry of all short-term rental accommodations including where the accommodation is located. This is an interesting provision because under section 1 of the Act, the state will be establishing a registry of all operators but is limited to only listing the name of the street and the municipality where the listing is located. If the Town is interested in developing its own regulations for short-term rentals, including limiting the number of licenses issued, we would be happy to work with the Town in drafting an appropriate bylaw. In this regard, however, you may be aware the city of Boston has been sued by Airbnb in connection with their respective ordinances regulating short-term rentals, and there have been some threats by the lodging industry to challenge at least the registry provisions of the new Act. It may, therefore, be prudent to wait until the Courts have addressed these legal challenges before proceeding with the enactment of a local bylaw.

It is important to note that the new law does not specify whether the bylaw must be a general bylaw or a zoning bylaw. Furthermore, there is nothing in the new law that would preclude the adoption of a Board of Health regulation to address health and safety issues. It may come down to how the Town intends to regulate short-term rentals, if at all. As a general rule of thumb, a local general bylaw would be appropriate to establish a licensing and registry scheme, or to limit the number of licenses than can be issued. If, on the other hand, the Town is only interested in establishing an inspection program, a Board of Health regulation may be more appropriate for a health and safety inspection protocol. If the Town wanted to limit short-term rentals to particular areas within the town and/or to require a special permit use, a Zoning Bylaw would be the appropriate mechanism.

Please let me know how the Town would like to proceed and whether you want us to draft some or all of the local acceptance provisions outlined above.

654825v.2/Truro/0001



Truro Select Board

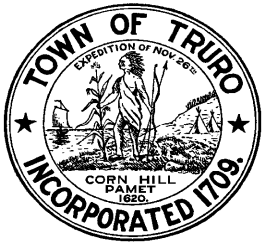
Tuesday, March 22, 2022

Executive Session-4:00pm

Regular Meeting-5:00pm

7. CONSENT AGENDA

- A. Review/Approve and Authorize Signature:
 1. One Day Special Entertainment Licenses – Captain Choice
 - B. Review and Approve Appointments: Darrin Tangeman as OPEB Trustee
 - C. Review and Approve Appointment Renewals:
 - D. Review and Approval of 2022 Seasonal Business License Renewals: Highland Light Golf Course- Transient Vendor and Common Victualer; Captain's Choice-Common Victualer; Lewis Brothers Homemade Ice Cream-Hawker Peddler; Days Market & Deli-Common Victualer and Transient Vendor
 - E. Renewal of 2022 Seasonal Alcohol Licenses: Avenue D, Beach Point Health and Swim Club, Blackfish Restaurant, Captain's Choice, Days Market and Deli, Fuller's Package, Highland Links Golf Course, Jams Too, Payomet Performing Arts Center, Salty Market, Terra Luna Restaurant, Top Mast Café, and Whitman House Restaurant
 - F. Renewal of 2022 Seasonal Renewal Certification 2022 (ABCC)
 - G. Review and Approve Select Board Minutes: Budget Task Force Minutes of 2.4.2022, Select Board Meeting Minutes of 1.25.2022
8. Select Board Reports/Comments
 9. Town Manager Report and Update on Truro Talks Newsletter
 10. Next Meeting Agenda: Potential Regular Meeting- March 29, 2022; Regular Meeting- April 12, 2022



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: March 22, 2022

ITEM: Approval of Sunday One Day Entertainment Licenses for Captain's Choice Restaurant at 4 Highland Rd

EXPLANATION: MGL Chapter 140 § 181 provides local authority to license these events. The One Day Sunday Entertainment Application for review and approval are for the following Sundays: 7/24 and 8/14 from 3-5pm to be held at Captain's Choice restaurant at 4 Highland Road. The entertainment requested is for a live band. The application has been reviewed by both the Health Agent and the Chief of Police.

The completed Public Entertainment on a Sunday State applications are included, as there is a requirement to apply to the State through the Department of Public Safety with times, dates, and types of entertainment for any Sunday entertainment held within the Commonwealth.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Captain's Choice will not be able to have entertainment.

SUGGESTED ACTION: *MOTION TO approve the Sunday One Day Entertainment Licenses for Captain's Choice for Sundays 7/24 and 8/14 from 3-5pm to be held at Captain's Choice restaurant at 4 Highland Road and Authorize the Chair to sign the applications.*

ATTACHMENTS:

1. One Day Entertainment Application and Public Entertainment on a Sunday State application approved by Chief of Police



TOWN OF TRURO

Licensing Department

PO Box 2030, Truro, MA 02666

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

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

Application for an Entertainment License

Weekday Saturday Sunday

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

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

BUSINESS/ORGANIZATION INFORMATION

Kristi Wageman Captain's Choice
Name of Applicant Business/Organization Name

4 Highland Rd. N. Truro
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

Kristi Wageman [Redacted]
Contact Person Phone Number

INDIVIDUAL APPLICANT INFORMATION

Individual's Name Mailing Address

Phone Number Email Address

EVENT INFORMATION

7/24/22 + 8/14/22 Summer music
Day (s)/Date (s) of Event for License to be issued Purpose of Event (example: fundraiser)

Hours of Event (from - to) 3-5 PM

Captain's Choice 4 Highland Event is: Indoor Outdoor Event
Location (Must provide facility name, if any, street number and name) (Please check applicable box)

Christ King [Redacted]
Property Owner Name and Address Phone number

Seating Capacity: 40 Occupancy Number: 84

Approximate number of people attending _____

Name of Caterer (if applicable) _____

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

Will an admission fee be collected? Yes No

Will there be a One Day Alcohol License Yes No

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

Will there be Police Traffic Control? Yes No

ENTERTAINMENT INFORMATION

Type of Entertainment: Please check the appropriate boxes.

Dancing: By Patron By Entertainers No Dancing

Music: Recorded Juke Box Live No Music

Number of Musicians & Instruments (Type) 2-5 guitar, vocals, drums

Amplified System: Yes No

Shows: Theater Movies Floor Show Light Show
 No Show

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

Applicant's Signature

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

Kristi A Way

3.3.22

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 [Signature] Date 3/7/2022

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

THE COMMONWEALTH OF MASSACHUSETTS
OF



State Fee, \$ _____
Municipal Fee, \$ _____

LICENSE

For

PUBLIC ENTERTAINMENT ON SUNDAY

The Name of the Establishment is Captain's Choice in or on the property at No. 4 Highland Rd N. Truro (address)

The Licensee or Authorized representative, Kristi Wageman in

accordance with chapter 136 of the General Laws, as amended, hereby request a license for the following program or entertainment:

DATE	TIME	Proposed dancing or game, sport, fair, exposition, play, entertainment or public diversion
7/24	3-5	live music
8/14	3-5	live music

Hon. _____ Mayor/ Chairman of Board of Selectman, _____ (City or Town)

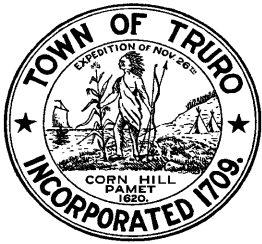
Fees per occurrence (Individual Sunday(s)): Regular Hours (Sunday 1:00pm - Midnight): \$2.00 Special Hours (Sunday 12:00 am- Midnight): \$5.00. Annual Fee (For Operating on every Sunday in calendar year): Regular Hours (Sunday 1:00pm - Midnight): \$50.00 Special Hours (Sunday 12:00 am- Midnight): \$100.00

This license is granted and accepted, and the entertainment approved, upon the understanding that such entertainment that the licensee shall comply with the laws of the Commonwealth applicable to licensed entertainments, and also to the following terms and conditions: The licensee shall at all times allow any person designated in writing by the Mayor, Board of Selectmen, or Commissioner of Public Safety, to enter and inspect his place of amusement and view the exhibitions and performances therein; shall permit regular police officers, detailed by the Commissioner of Public Safety or Chief of the local Police Department to enter and be about this place of amusement during performances therein; may employ to preserve order in his place of amusement only regular or special police officers designated therefore by the Chief of Police, and shall pay to said Chief of Police for the services of the regular police officers such amount as shall be fixed by him; shall permit at all times to enter and be about his place of amusement such members of the Fire Department as shall be detailed by the Chief of the Fire Department to guard against fire; shall keep in good condition, go as to be easily accessible, such standpipes, hose, axes, chemical extinguishers and other apparatus as the fire department may require; shall allow such members of the fire department in case of any fire in such place, to exercise exclusive control and direction of his employees and of the means and apparatus provided for extinguishing fire therein; shall permit no obstruction of any nature in any aisle, passageway or stairway of the licensed premises, nor allow any person therein to remain in any aisle passageway or stairway during an entertainment; and shall conform to any other rules and regulations at any time made by the Mayor or Board of Selectmen. This license shall be kept on the premise where the entertainment is to be held, and shall be surrendered to any regular police officer or authorized representative of the Department of Public Safety. This license is issued under the provisions of Chapter 136 of the General Laws, as amended, and is subject to revocation at any time by the Mayor, Board of Selectmen, or Commissioner of Public Safety.

Do not write in this box

This application and program must be signed by the licensee or authorized representative of entertainment to be held. No Change to be made in the program without permission of the authorities granting and approving the license.

THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE ON THE PREMISES



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Finance

REQUESTOR: Alex Marini Lessin, Finance Director: Treasurer/Collector

REQUESTED MEETING DATE: March 22, 2022

ITEM: OPEB Trust: Appointment of Trustees

EXPLANATION: An Irrevocable Trust was established by vote of the Select Board at the May 28, 2019 meeting (Agenda Item #5B). The Trust is responsible for managing money dedicated to paying the long-term costs of other post-employment benefits (OPEB).

The item in front of you is a request to appoint Town Manager Darrin Tangeman to serve as Trustee along with the previously appointed members (Town Accountant, Town Treasurer, Susan Areson, and Robert Panessiti). Previous Town Manager Rae Ann Palmer served as a voting member of the Trust.

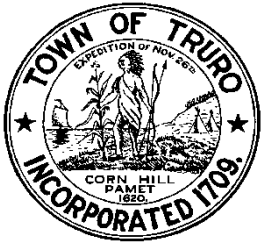
I respectfully request that the Select Board appoint the Town Manager, Darrin Tangeman, as a Select Board appointee.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: If not approved, the five-member Trust will have a vacancy and lack a tie-breaking vote.

SUGGESTED ACTION: *MOTION TO appoint Town Manager Darrin Tangeman to serve as a voting member of the OPEB Trust for an indefinite term.*

ATTACHMENTS: None



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Licensing Department

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: March 22, 2022

ITEM: Approval of Renewal of 2022 Seasonal Business Licenses:

- **Highland Links Lighthouse Cafe**-Common Victualer and Transient Vendor
- **Captain's Choice**-Common Victualer
- **Lewis Brother's Ice Cream**-Hawker Peddler
- **Days Market & Deli**

EXPLANATION: These licenses are under the authority of the Select Board as the Local Licensing Authority. If you approve these licenses for renewal, the licenses will be issued only upon compliance with all regulations, receipt of the necessary fees, proof of taxes paid in full for the fiscal year. The Food Service Licenses for all applicants have been issued by the Health Agent. There were no reported issues with these establishments in 2021.

Mass General Law	Licenses & Permits Issued by Select Board	Names of Businesses
Chapter 140 § 2	Common Victualer (Cooking, Preparing and Serving food)	Highland Links Lighthouse Café Captain's Choice Days Mkt. & Deli
Chapter 101 § 2	Transient Vendor (Seasonal Retail)	Highland Links Lighthouse Café Days Mkt. & Deli
Chapter 101 § 13	Hawker Peddler Mobile Food Truck	Lewis Brother's Ice Cream Route: Cold Storage, Great Hollow, Corn Hill, Ballston, Longnook, Coast Guard, Head of the Meadow, Puma Park, Adventure Bound Campgrounds, Truro Center for the Arts at Castle Hill

IMPACT IF NOT APPROVED: The applicants will not be issued their Licenses to operate.

SUGGESTED ACTION: *MOTION TO approve the 2022 Seasonal Licenses for Highland Links Golf Course, Captain's Choice, Lewis Brother's Homemade Ice Cream, upon compliance with all regulations and receipt of the necessary fees.*

ATTACHMENTS:

1. Renewal Application for 2022: Highland Links
2. Renewal Application for 2022-Captain's Choice
3. Renewal Application for 2022-Lewis Brother's Homemade Ice Cream
4. Renewal Application for 2022-Days Market and Deli



TOWN OF TRURO

PO Box 2030, Truro MA 02666

Tel: 508-349-7004, Extension: 131 or 124 Fax: 508-349-5508

LICENSE APPLICATION: Condominiums, Cottage Colonies, Motels, Campgrounds, Lodging, Gas Station/Retail Service, Transient Vendor

Section 1 – License Type & Hours of Operation

Please check the appropriate box the best describes the license type(s).

New Renewal

FACILITY: # UNITS

HOURS OF OPERATION:

Motel-\$50 _____

Annual Seasonal

Cottage Colony-\$50 _____

Opening Date: 4/1/22

Condominium-\$50 _____

Closing Date: 11/30/22

Campground-\$50 _____

Days of the Week Open: everyday

Lodging-\$50 _____

Transient Vendor-\$75

Gas Station-\$25 (Please submit your Service Station Compliance Form & Third Part Underground Storage Tank Inspection Report (FP 289))

Section 2 – Business Information

Federal Employers Identification Number (FEIN/SS) _____

Johnson & Kelly Laramie Highland Links
Print Name of Applicant Business Name

Kelly Laramie
Owner Name

10 Highland Light Rd. N. Truro Po Box 1659 Harnick MA
Street Address of Business Mailing Address of Business

_____ _____
Business Phone Number Business E-Mail Address

com

Section 3 – MANAGER INFORMATION

Check if New Manager (if checked, MUST submit Application to Name a Manager)

Name of Onsite Manager:

Name: Jason Laramee Unit Number: _____

Mailing Address: PO Box 1659 Harnick MA 02645

Phone: (24 Hour Contact) [REDACTED] Email Address: [REDACTED]


Manager's Signature (REQUIRED)

Name of Offsite Manager:

Name: _____ Business Name: _____

Business Address: _____

Phone: (24 Hour Contact): _____ Email Address: _____

Manager's Signature (REQUIRED)

Name of Co- Manager:

Name: _____ Business Name: _____

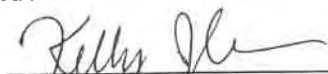
Business Address: _____

Phone: (24 Hour Contact): _____ Email Address: _____

Co-Manager's Signature (REQUIRED)

Section 4 – ATTESTATION

Pursuant to M.G. L. Ch. 62C, sec. 49A, I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid all local state taxes required under law and the information I have provided is true and accurate. Any misstatement in this application, or violation of state or applicable town bylaws or regulations, shall be considered sufficient cause for refusal, suspension or revocation of the license.


Signature of Applicant

Kelly Laramee
Print Name

3/3/22
Date

Additional Applications & Documentation

REQUIRED FOR ALL MOTELS, COTTAGE COLONIES, CONDOMINIUMS & CAMPGROUNDS

- Smoke detector/CO detector/fire protection certification
- IF YOU HAVE EMPLOYEES- Workers Compensation Affidavit & Certificate of Insurance
- IF YOU DO NOT HAVE EMPLOYEES- Workers Compensation Affidavit

ADDITIONAL (SEPARATE) APPLICATIONS THAT MAY PERTAIN TO YOUR OPERATION

- Application for Pool or Hot Tub Permit
- Application to Name a Manager
- Entertainment License
- Application to sell Tobacco
- Application for Food Service Permit
- Business certificate with the clerk's office
- Septic System Inspection Report (submitted every 3 years)

MAR 04 2022

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F5H
2022-117

RCVD 2022 MAR 04 AM 11:55



Town of Truro

TOWN 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

APPLICATION FOR FOOD SERVICE – COMMON VICTUALER

New Renewal

Section 1 – License Type

Type of License: Food Service Common Victualer

Type of Food Service Establishment:

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

Section 2 – Business/Owner/Manger Information

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

Business Name: Johnson Golf Management Inc.

Owner Name: Kelly Laramee Email Address: [REDACTED]

Mailing Address: PO Box 1659 Harnick MA 02645

Phone No [REDACTED]

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

Name: Jason Laramee Email Address: [REDACTED]

Mailing Address: 22 Daluze Dr. Harnick MA 02645

Phone No [REDACTED] 24 Hour Emergency [REDACTED]

Section 3 – Business Operation Details

Number of Seats: Inside: 12 Outside: 18 Number of Employees: 2-4

Length of Permit: Annual Seasonal Operation

Hours of Operation: 10 am To 6 pm

Days Closed Excluding Holidays: _____

If Seasonal: Approximate Dates of Operation: 4 / 1 / 22 To 11 / 30 / 22



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: Johnson Golf Management, Inc.

Address: PO Box 1659

City/State/Zip: Harnich MA 02645 Phone # [REDACTED]

Are you an employer? Check the appropriate box:

- 1. I am an employer with 90 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 golf course

*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: Guard

Insurer's Address: Chisholm Insurance Agency

City/State/Zip: PO Box 399 Wayland MA 01778

Policy # or Self-ins. Lic. # [REDACTED] Expiration Date: 1/10/23

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: 3/3/22

Phone #: 617 512 6068

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 #: _____

HEALTH DEPARTMENT
TOWN OF TRURO

MAR 04 2022

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ServSafe® CERTIFICATION

JASON LARAMEE

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)-Confidence for Food Protection (CFP).



#0655

17577470

CERTIFICATE NUMBER

3/11/2019

DATE OF EXAMINATION

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

Jason Laramee

Sherman Brown

Executive Vice President, National Restaurant Association Solutions

5418

EXAM FORM NUMBER

3/11/2024

DATE OF EXPIRATION



In accordance with...

...the ServSafe logo are trademarks of the NRAEF, National Restaurant Association® and the one design...

Contact us with questions at 233 S. Wacker Drive, Suite 3600, Chicago, IL 60606-6983 or ServSafe@restaurant.org

CERTIFICATE OF ALLERGEN AWARENESS TRAINING

HEALTH DEPARTMENT
TOWN OF TAURIC

Name of Recipient: JASON LARAMEE

Certificate Number: 3814561

Date of Completion: 3/15/2019

Date of Expiration: 3/15/2024

MAR 04 2022

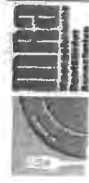
RECEIVED BY



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.massrestaurantassoc.org

NATIONAL
RESTAURANT
ASSOCIATION®
800.765.2122
www.restaurant.org

Certificate of Completion

This Certificate of Completion of
eTIPS On Premise 3.0
For coursework completed on January 30, 2020
provided by Health Communications, Inc.
is hereby granted to:

Jason Laramie

Certification to be sent to:

**Johnson Golf Management, Inc.
PO Box 1659
Harwich MA, 02645-6659 USA**



HEALTH

INC

This document is a printout of the eTIPS certificate. It is not a legal document. If you have completed the course, your certification document will be forwarded to you.

HEALTH DEPARTMENT
TOWN OF TRURO

MAR 04 2022

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

HEALTH DEPARTMENT
TOWN OF TRURO

MAR 04 2022

RECEIVED BY:

FIRE PROTECTION SYSTEMS
ANNUAL TEST REPORT

BUSINESS NAME: Highland Links Golf Course

OWNER/MANAGER: James Golf Management

ADDRESS: 10 Highland Light Road

PHONE #: [REDACTED] NUMBER OF UNITS: 1

CONTACT PERSON: Jason Laramee

ADDRESS: PO Box 1659 Harwich, MA 02645

TESTING COMPANY: [REDACTED] Fire Equipment Inc.

TESTING ELECTRICIAN/TECHNICIAN: [REDACTED] James Spina

COMPANY PHONE #: 775-3473 HOME PHONE #: [REDACTED]

LICENSE #: [REDACTED] 006051

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: NO FIRE SUPPRESSION SYSTEM FOR COOKING EQUIPMENT. INSPECTED ALL FIRE EXTINGUISHERS

DATE OF CERTIFICATION: 3.7.2022 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.

HEALTH DEPARTMENT
TOWN OF TRURO



TOWN OF TRURO

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

TAX STATUS REQUEST FOR LICENSING

Date 3/7/2022

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

Owner's Name:

Business Name Highland Links

Residential Address: 10 Highland Light Rd

Map and Parcel: 37-22

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

Emily Stevens
Tax Collector's Signature

all set

3/8/2022
Date

Number: 2022-117

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:

Jason & Kelly Laramée, mgrs., d/b/a Highland Links Golf Course Lighthouse Cafe

Whose place of business is **10 Highland Light Road**

Type of business and any restrictions **food concession/coffee shop**

To operate a food establishment in **Truro**

Permit Expires: **December 31, 2022**

Date Issued: *March 11, 2022*

Seating: Indoor :12

Outdoor : 18



Truro Board of Health Agent

exp 4/1/22

FS# 2022-114

HEALTH DEPARTMENT
TOWN OF TRURO

MAR 04 2022

RECEIVED BY:



**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

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/Manager Information

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

Business Name: Captain's Choice

Owner Name: Kristi Wageman Email Address: Kristi@captainschoicetruro.com

Mailing Address: 4 Highland Rd N. Truro MA 02652

Phone No [REDACTED]

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

Name: Kristi Wageman Email Address: _____

Mailing Address: P.O. Box 1072 N. Truro

Phone No [REDACTED] 24 Hour Emergency: Same

Section 3 - Business Operation Details

Number of Seats: Inside: 16 Outside: 24 Number of Employees: 15

Length of Permit: Annual Seasonal Operation

Hours of Operation: 3 PM To 10 PM

Days Closed Excluding Holidays: _____

If Seasonal: Approximate Dates of Operation: 4, 7, 22 To 10, 31, 22

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

Robert Wageman

Allergen Awareness Certification (attach copy):

Kristi Wageman

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: Kristi Wagon Date: 3.3.22

Application Checklist:

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

FOR HEALTH DEPARTMENT USE ONLY	
Comments: _____	
Review by _____	Date _____

Number: 2022-116

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:

Robert & Kristi Wageman, mgrs., d/b/a Captain's Choice

Whose place of business is **4 Highland Rd**

Type of business and any restrictions **Restaurant**

To operate a food establishment in **Truro**

Permit Expires: **December 31, 2022**

Date Issued: *March 12, 2022*

Seating: 16 inside/24 outside



Emily Beebe, R.S.

Truro Board of Health Agent



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: Captain's Choice

Address: 4 Highland Rd.

City/State/Zip: N. Truro MA 02157 Phone #: [REDACTED]

<p>Are you an employer? Check the appropriate box:</p> <p>1. <input checked="" type="checkbox"/> I am an employer with <u>15</u> employees (full and/or part-time).*</p> <p>2. <input type="checkbox"/> I am a sole proprietor or partnership and have no employees working for me in any capacity. [No workers' comp. insurance required]</p> <p>3. <input type="checkbox"/> 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]**</p> <p>4. <input type="checkbox"/> We are a non-profit organization, staffed by volunteers, with no employees. [No workers' comp. insurance req.]</p>	<p>Business Type (required):</p> <p>5. <input type="checkbox"/> Retail</p> <p>6. <input checked="" type="checkbox"/> Restaurant/Bar/Eating Establishment</p> <p>7. <input type="checkbox"/> Office and/or Sales (incl. real estate, auto, etc.)</p> <p>8. <input type="checkbox"/> Non-profit</p> <p>9. <input type="checkbox"/> Entertainment</p> <p>10. <input type="checkbox"/> Manufacturing</p> <p>11. <input type="checkbox"/> Health Care</p> <p>12. <input type="checkbox"/> Other _____</p>
---	--

*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: Norfolk + Dedham Mutual Fire

Insurer's Address: 222 Ames St.

City/State/Zip: Dedham, MA 02026

Policy # or Self-ins. Lic. # [REDACTED] Expiration Date: 6.1.22

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: Krish A Wynn Date: 3.3.22

Phone #: 508 237.9521

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 #: _____



**FIRE EQUIPMENT
INCORPORATED**

Protecting New England. Because so much is at stake.

MEDFORD • AGAWAM • HYANNIS • SMITHFIELD • MANCHESTER

Kitchen Suppression System Inspection Certificate

For

**Captains Choice
4 Highland Road
North Truro, MA 02652**

Tested to NFPA Standards

This inspection was performed in accordance with NFPA 17 or 17A Standards. The subsequent pages of this report provide performance measurements, listed ranges of acceptable results, and complete documentation of the inspection. Whenever discrepancies exist between acceptable performance standards and actual test results, notes and/or recommended solutions have been proposed or provided for immediate review and approval.

*Inspection Date:
4/1/2021*

*Inspector Name: Mike Holubesko
Title: Service Technician*



FIRE EQUIPMENT INCORPORATED

Protecting New England. Because so much is at stake.
MEDFORD . AGAWAM . HYANNIS . SMITHFIELD . MANCHESTER

Kitchen Suppression System Inspection Certificate

Property: Captains Choice	Street: 4 Highland Road	City/State/Zip: North Truro, MA 02652
Frequency: Annual	Inspector Name: Mike Hohubesko	Date: 4/1/2021
Installed Product: <u>K 00079008</u>	Product: Kitchen Suppression System	Equipment Location: Kitchen

System in service before conducting tasks	Yes
Pertinent parties notified before conducting tasks	Yes
Appliances Left to Right:	6 burn, griddle, lr char, fry, fry, fry
Type of special agent extinguishing system: Wet chemical Dry chemical	Wet Chemical
Prior to performing the required maintenance steps, verify that the system protection is designed and installed correctly for the existing appliance and ventilation system configuration. If not, note deficiencies.	
Were building alterations/renovations made since last inspection?	No
Is system connected to building fire alarm?	Yes
Automatic Shutdown	
What is fuel source? Electricity Gas or Both	Both
Nozzles	
Are caps in place?	Yes
Quantity of Nozzle Caps Changed	1
Quantity of Nozzle Seals Changed	
Are nozzles properly oriented to protect hazard?	Yes
Are there signs of damage or clogging?	No
Manual Releases	
Are manual releases clear and unobstructed?	Yes
System Cylinders and Mechanical Controls	
Are system pressure gauges in proper operating range?	Yes
Tanks mounted and secured?	Yes
All visible piping & conduit properly supported and in good condition?	Yes
Proper pipe schedule and fitting weight(s) for hazard design?	Yes
Flexible discharge hoses? Date: Part#: Size: :	No
Portable Fire Extinguishers	
Are fire extinguishers provided?	No
Mechanical Detection Line	
Function tested	Yes
Quantity of 165° F Links Changed	
Quantity of 212° F Links Changed	



FIRE EQUIPMENT INCORPORATED

Protecting New England. Because so much is at stake.

MEDFORD • AGAWAM • HYANNIS • SMITHFIELD • MANCHESTER

Quantity of 280° F Links Changed	
Quantity of 360° F Links Changed	5
Quantity of 450° F Links Changed	
Quantity of 500° F Links Changed	
Interlocks	
Fuel shutoff	Yes
CERTIFICATE OF INSPECTION	
System tagged and left in service	Yes
Pertinent parties notified after conclusion of tasks	Yes
System returned to service	Yes
COMMENTS:	
6-Year Maintenance Test Are 6-year tests recorded?	No
12-Year Tests Are 12-year tests recorded?	



FIRE EQUIPMENT INCORPORATED

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FIRE SUPPRESSION CYLINDER RECORD

Kitchen Manufacturer	Model	Hydro	Number of Tanks	Location



FIRE EQUIPMENT INCORPORATED

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TOTAL # OF EXTINGUISHERS - 3

EXTINGUISHERS DUE SERVICE NEXT YEAR -

New Equipment -

DRY CHEM 2.5 ABC		DRY CHEM 5 ABC		DRY CHEM 10 ABC		DRY CHEM 20 ABC	
DRY CHEM 10 BC		DRY CHEM 20 BC		DRY CHEM 10 PK		DRY CHEM 20 PK	
CO2 5lb		CO2 10lb		CO2 15.5lb		CO2 20lb	
Pressurized Water		K Class		Halotron 2.5lb		Halotron 5lb	
Halotron 11lb		Halotron 15lb		Emergency Lights		Exit Lights	
Other							

Inspection/Recertification -

Dry Chem	2	KClass	1	Pressurized Water		Halotron	
CO2		Conductivity Test		Wheeled Unit		Emergency Light	
Exit Light		Other Insp					

Recharges -

Dry Chem 2 1/2 lb		Dry Chem 5 lb		Dry Chem 10lb	1	Dry Chem 20lb	
CO2 5 lb		CO2 10 lb		CO2 15 lb		CO2 20 lb	
Pressurized Water		K Class .61		2,5G		Halotron 2.5 lb	
Halotron 5 lb		Halotron 11 lb		Halotron 15.5 Lb		Conductivity Tests	

Service -

6 YR Maintenance Halotron		Hydrotest Dry Chem	1
6 YR Maintenance Other		Hydrotest Other	

Parts -

Service Collar	1	ORing	1	Check Stem		Pull Pin	
Vehicle Bracket		Heavy Duty Bracket		Batteries		Battery Disposal	
Wall Hook		M1 - 5lb		M2 -10lb		20lb	
Bulbs		Replacement Cover		Gauge		FEC Cover	
Other Parts		DOT		OSHA		PWM 90	
BL Series Vinyl		Type					



FIRE EQUIPMENT INCORPORATED

Protecting New England. Because so much is at stake.
MEDFORD • AGAWAM • HYANNIS • SMITHFIELD • MANCHESTER

RP Series Plastic		Types					
-------------------	--	-------	--	--	--	--	--

FIRE EXTINGUISHERS ARE IN COMPLIANCE WITH NFPA 10 CODE -

Recommendations -

Comments -

Signature:

Date:

Apr 01, 2021

CERTIFICATE OF ALLERGEN AWARENESS TRAINING

Name of Recipient: Kristi Wageman

Date of Completion: March 23, 2019

Date of Expiration: March 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:



**Berkshire
AHEC**

Area Health Education Center
Pittsfield, Massachusetts

www.mafoodallergytraining.org

ServSafe
National Restaurant Association

HEALTH DEPARTMENT
TOWN OF TRURO

APR 05 2021

RECEIVED BY:

ServSafe® CERTIFICATION

Robert Wageman

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).

20346187

CERTIFICATE NUMBER

10748

EXAM FORM NUMBER

3/17/2021

DATE OF EXAMINATION

3/17/2026

DATE OF EXPIRATION

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



#0655

Sherman Brown
Executive Vice President, National Restaurant Association Solutions



In accordance with Massachusetts General Laws, Chapter 205A, Section 20B, Resolution ADH #1004-2013 (Final Edition 3/2, amended 3/3/17)

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Contact us with questions at 233 S. Wacker Drive, Suite 3600, Chicago, IL 60606-6383 or ServSafe@restaurant.org.

HEALTH DEPARTMENT
TOWN OF TRURO

MAR 1

RECEIVED



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 3/8/2022

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

Owner's Name:

Business Name Captains Choice

Residential Address: 4 Highland Rd

Map and Parcel: 36-93

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

Molly Stewart
Tax Collector's Signature

all set

3/10/2022

Date

FS# 2022-114

HEALTH DEPARTMENT
TOWN OF TRURO

MAR 04 2022

RECEIVED BY:



**TOWN OF TRURO
BOARD OF HEALTH**

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

Tel: 508-349-7004 x131 Fax: 508-349-5508

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

APPLICATION FOR MOBILE FOOD SERVICE PERMIT

New Renewal

Section 1 – Type of Mobile Food Service

- Mobile Food Truck (potentially hazardous foods)
- Ice Cream Truck
- Pushcart (limited to non-potentially hazardous foods)

Section 2 – Business/Owner/Manager Information

Business Name: LEWIS BROTHERS HOMEMADE ICE CREAM

Owner Name: DAVID LEWIS Email Address: [REDACTED]

Mailing Address: 155 SANDSET RD. GASTHAM, MA 02642

Phone No: [REDACTED] 24 Hour Emergency: SAME

Certified Food Manager(s) (attach copy):

DAVID LEWIS

Allergen Awareness Certification (attach copy):

DAVID LEWIS

List fixed or stationary location(s) where food will be sold:

SEE ROUTE

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 3 – Base of Operations

(All Mobile Food Vendors must operate out of a fixed Licensed Establishment)

Name: LEWIS BROTHERS HOMEMADE ICE CREAM Telephone: [REDACTED]

Address: 310 COMMERCIAL ST. HOVINGTOWN Owner/Manager: DAVID LEWIS

Type of Establishment: RETAIL FOOD SERVICE

Section 4 – Waste

WATER SYSTEM/WASTE RETENTION:

Site has potable water hookup

Potable water supply tank on unit. Capacity 5 gal.

Capacity of waste retention tank 7 gal (should be greater than supply)

How and where will the liquid waste water be disposed of?

BASE OF OPERATIONS

Section 5 - 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 mobile vending truck or pushcart as specified under § 8-402.11. I affirm that the mobile food service 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:

David S. Jenkins

Date:

3/4/22

Application Checklist:

Smoke detector/fire protection certification.

Copy of inspection of commercial hood/ventilation system report (if applicable)

IF YOU HAVE EMPLOYEES- Workers Compensation Affidavit & Certificate of Insurance

IF YOU DO NOT HAVE EMPLOYEES- Workers Compensation Affidavit

Copy of valid food service permit for base of operations (if located outside Truro)

Copy of most recent food service inspection report for base of operations (if located outside of Truro)

Copy of the commissary agreement (base of operations).

ICE CREAM TRUCKS ONLY: complete CORI form and permit to engage in ice cream vending mgl 270 §25

Copy of state Hawker Peddler License

Number: 2022-114

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:

Mobile Ice Cream Vendor – Lewis Brothers Homemade Ice Cream
David Lewis, Manager


Whose place of business is **310 Commercial Street, Provincetown MA**

Type of business and any restrictions **Mobile Food Cart**

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

Permit Expires: **December 31, 2022**

Date Issued: *March 11, 2022*



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: LEWIS BROTHERS, INC.

Address: 310 COMMERCIAL ST.

City/State/Zip: PROVINCETOWN, MA 02657 Phone #: [REDACTED]

Are you an employer? Check the appropriate box:

1. I am an employer with 10 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: AEIC

Insurer's Address: 54 THIRD AVE

City/State/Zip: BURLINGTON, MA 01803

Policy # or Self-ins. Lic. #: [REDACTED] Expiration Date: 8/21/22

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

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

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

Signature: [Handwritten Signature]

Date: 3/4/22

Phone #: [REDACTED]

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

City or Town: _____ Permit/License # _____

Issuing Authority (circle one):

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

Contact Person: _____ Phone #: _____

ServSafe® CERTIFICATION

DAVID LEWIS

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).

21774214

CERTIFICATE NUMBER

5554

EXAM FORM NUMBER

2/14/2022

DATE OF EXAMINATION

2/14/2027

DATE OF EXPIRATION

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



#0655

Sherman Brown
Executive Vice President, National Restaurant Association Solutions



In accordance with Master's Labor Convention 2006, Resolution ADM N 068-2013, Paragraph 8.2, Standard A.3.01
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are trademarks of the National Restaurant Association.

This document cannot be reproduced or altered.
17E(081)

Contact us with questions at 233 S. Wacker Drive, Suite 3400, Chicago, IL 60606-6383 or ServSafe@restaurant.org.



CERTIFICATE OF
ALLERGEN AWARENESS TRAINING

Name of Recipient: David Lewis

Date of Completion: January 10, 2021

Date of Expiration: January 10, 2026

*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:

Berkshire
AHEC

Area Health Education Center
Pittsfield, Massachusetts

www.massfoodallergytraining.org

Commonwealth of Massachusetts

Division of Standards

Hawker / Peddler


**DAVID LEWIS
155 SAMOSET RD
EASTHAM MA 02642**

2023

License No: HP0128208

Date of Issue: February 1, 2022

Date of Expiration: April 27, 2023


James P. Cassidy Jr., Director Division of Standards

This license is not transferable

**WORKERS COMPENSATION AND EMPLOYERS LIABILITY INSURANCE POLICY
INFORMATION PAGE**

**Associated Employers Insurance Company
54 Third Avenue, Burlington, Massachusetts 01803-0970
(800) 876-2765**

NCCI NO 40959

POLICY NO. [REDACTED]
PRIOR NO. [REDACTED]

ITEM

- The Insured: Lewis Brothers Inc
DBA:
Mailing address: C/O David Lewis
155 Samoset Road
Eastham, MA 02642

FEIN [REDACTED]

Legal Entity Type: Corporation

Other workplaces not shown above: See Location

- The policy period is from 08/21/2021 to 08/21/2022 12:01 a.m. standard time at the insured's mailing address.
- Workers Compensation Insurance: Part One of the policy applies to the Workers Compensation Law of the states listed here: MA
 - Employers' Liability Insurance: Part Two of the policy applies to work in each state listed in item 3.A.

The limits of liability under Part Two are:

Bodily Injury by Accident	\$	100,000	each accident
Bodily Injury by Disease	\$	500,000	policy limit
Bodily Injury by Disease	\$	100,000	each employee

C. Other States Insurance: Coverage Replaced by Endorsement WC 20 03 06 B

D. This Policy includes these Endorsements and Schedules: SEE SCHEDULE

- The premium for this policy will be determined by our Manuals of Rules, Classifications, Rates and Rating Plans. All information required below is subject to verification and change by audit.

Classifications	Code No.	Premium Basis Estimated Total Annual Remuneration	Rates Per \$100 Of Remuneration	Estimated Annual Premium
INTRA [REDACTED]				
INTER		SEE CLASS CODE SCHEDULE		

Minimum Premium \$208

GOV STATE MA	GOV CLASS 8017
-----------------	-------------------

Total Estimated Annual Premium	\$1,686
Deposit Premium	\$436
State Assessments/Surcharges \$1,309.00 x 3.5100%	\$46

This policy, including all endorsements, is hereby countersigned by

[Signature]
Authorized Signature

07/18/2021
Date

**Service Office:
54 Third Avenue
Burlington MA 01803**

Benson Young & Downs Inc
P.O. Box 558
56 Howland Street
Provincetown, MA 02657



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
09/17/2021

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

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

PRODUCER	Benson Young & Downs Ins 15 Brier Lane P O Box 717 Wellfleet MA 02667-0717	CONTACT NAME: Kerina England-Quest PHONE (A/C No., Ext): (508) 487-0500 E-MAIL ADDRESS: karina@byandd.com FAK (A/C No.): (508) 487-4135
INSURED	Lewis Brothers Inc & Plover Holdings LLC c/o David Lewis 155 Samoset Road Eastham MA 02642-	INSURER(S) AFFORDING COVERAGE INSURER A: A.I.M. Mutual Insurance Company INSURER B: Arbella Protection Ins Co INSURER C: The Hartford INSURER D: INSURER E: INSURER F:

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

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

INSUR	TYPE OF INSURANCE	ADDL. SUBR.	POLICY EFF.	POLICY EXP.	LIMITS
C	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X	09/21/2021	09/21/2022	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (EA OCCURRENCE) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		09/21/2021	09/21/2022	COMBINED SINGLE LIMIT (EA accident) \$ 1,000,000 BODILY INJURY (Per person) \$ 20,000 BODILY INJURY (Per accident) \$ 40,000 PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE				EACH OCCURRENCE \$ AGGREGATE \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED (Mandatory in MA) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N W/A	08/21/2021	8/21/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER EL. EACH ACCIDENT \$ 100,000 EL. DISEASE - EA EMPLOYEE \$ 100,000 EL. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Ice Cream Shop located at 310 Commercial Street, Provincetown, MA 02667. Certificate holder is an additional insured per the business liability coverage form SS 00 08 04 05.

As respects liability performed

CERTIFICATE HOLDER	CANCELLATION	AI 094563
Kelmar Village Inc. Kelmar Village Cooperative Housing Corp. & Trade Winds Cooperative Housing Corp. 674 Shore Road North Truro MA 02652-	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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Optic upgrade: 12/31/19
Smoke exp: 3/4/2023

FS
2022-097



**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: ebebe@truro-ma.gov or adavis@truro-ma.gov

APPLICATION FOR FOOD SERVICE - COMMON VICTUALER

New Renewal

Section 1 - License Type

Type of License: Food Service Common Victualer

Type of Food Service Establishment:

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

Section 2 - Business/Owner/Manager Information

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

Business Name: Days Market & Deli

Owner Name: Mylan Janoplis, Pamela Stahl Email Address: daysmarketanddeli@gmail

Mailing Address: PO Box 362, Provincetown MA 02657

Phone No: [REDACTED]

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

Name: see owner info above Email Address:

Mailing Address:

Phone No: 24 Hour Emergency [REDACTED]

Section 3 - Business Operation Details

Number of Seats: Inside: N/A Outside: Number of Employees:

Length of Permit: Annual Seasonal Operation

Hours of Operation: 7am To 10pm

Days Closed Excluding Holidays:

If Seasonal: Approximate Dates of Operation: 04 /01 /22 To 12 /31 /22

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

Mylan Janoplis Pamela Stahl

Allergen Awareness Certification (attach copy):

Mylan Janoplis Pamela Stahl

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: Feb 22, 2022

Application Checklist:

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

FOR HEALTH DEPARTMENT USE ONLY

Comments: _____

Review by _____

Date _____



TOWN OF TRURO

PO Box 2030, Truro MA 02666

Tel: 508-349-7004, Extension: 131 or 124 Fax: 508-349-5508

LICENSE APPLICATION: Condominiums, Cottage Colonies, Motels, Campgrounds, Lodging, Gas Station/Retail Service, Transient Vendor

Section 1 – License Type & Hours of Operation

Please check the appropriate box the best describes the license type(s).

New Renewal

FACILITY: # UNITS

HOURS OF OPERATION:

Motel _____

Annual Seasonal

Cottage Colony _____

Opening Date: 04/01/2022

Condominium _____

Closing Date: 12/31/2022

Campground _____

Days of the Week Open: 7

Lodging _____

Transient Vendor **\$75**

Gas Station (*Please submit your Service Station Compliance Form & Third Part Underground Storage Tank Inspection Report (FP 289)*)

Section 2 – Business Information

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

Mylan Janoplis, MCJLT Inc.

Days Market & Deli

Print Name of Applicant

Mylan Janoplis, Pamela Stahl

Business Name

Owner Name

271 Shore Rd, N. Truro MA 02652

PO Box 362, Provincetown MA

Street Address of Business

[REDACTED]

Mailing Address of Business

daysmarketanddeli@gmail.co

Business Phone Number

Business E-Mail Address

Section 3 –MANAGER INFORMATION

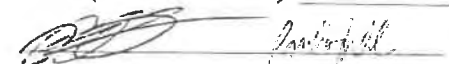
Check if New Manager (if checked, MUST submit Application to Name a Manager)

Name of Onsite Manager:

Name: Mylan Janoplis, Pamela Stahl Unit Number: _____

Mailing Address: PO Box 362, Provincetown MA 02657

Phone: (24 Hour Contact): [REDACTED] Email Address: [REDACTED]


Manager's Signature (REQUIRED)

Name of Offsite Manager:

Name: same as above Business Name: _____

Business Address: _____

Phone: (24 Hour Contact): _____ Email Address: _____

Manager's Signature (REQUIRED)

Name of Co- Manager:

Name: same as above Business Name: _____

Business Address: _____

Phone: (24 Hour Contact): _____ Email Address: _____

Co-Manager's Signature (REQUIRED)

Section 4 – ATTESTATION

Pursuant to M.G. L. Ch. 62C, sec. 49A, I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid all local state taxes required under law and the information I have provided is true and accurate. Any misstatement in this application, or violation of state or applicable town bylaws or regulations, shall be considered sufficient cause for refusal, suspension or revocation of the license.


Signature of Applicant

Mylan Janoplis
Print Name

Feb 22, 2022
Date

Additional Applications & Documentation

REQUIRED FOR ALL MOTELS, COTTAGE COLONIES, CONDOMINIUMS & CAMPGROUNDS

- Smoke detector/fire protection certification
- IF YOU HAVE EMPLOYEES- Workers Compensation Affidavit & Certificate of Insurance
- IF YOU DO NOT HAVE EMPLOYEES- Workers Compensation Affidavit
- Business certificate with the clerk's office

ADDITIONAL (SEPARATE) APPLICATIONS THAT MAY PERTAIN TO YOUR OPERATION

- Application for Pool or Hot Tub Permit
 - Application to Name a Manager
 - Entertainment License
 - Application to sell Tobacco
 - Application for Food Service Permit
- (rev 9/2017)



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: Days Market & Deli

Address: 271 Shore Rd

City/State/Zip: N. Truro, MA 02652

Phone: [REDACTED]

Are you an employer? Check the appropriate box:

- 1. I am an employer with _____ 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: Fireside

Insurer's Address:

City/State/Zip: Provincetown, MA 02657

Policy # or Self-ins. Lic. #

Expiration Date:

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:

Date:

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 #: _____



HEALTH DEPARTMENT
TOWN OF TRURO

Policy Information Page

[1] Named Insured and Mailing Address

MCJLT, INC
DBA/TA DAYS MARKET & DELI
PO Box 362
Provincetown, MA 02657

Agency **MAR 09 2022**
FIRESIDE INSURANCE AGENCY, INC.
36 Shank Painter Road RECEIVED BY
P.O. Box 760
Provincetown, MA 02657
Agency Code: MAFIRE10

Federal Employer's ID [REDACTED]

Insured is Corporation

Additional Names of Insured

(N2) DAYS MARKET & DELI

Locations on Policy

(L1) 271 Shore Rd , North Truro, MA 02652
(04/22/2021 - 04/22/2022)

[2] Policy Period

From April 22, 2021 to April 22, 2022, 12:01 AM, standard time at the insured's mailing address.

[3] Coverage

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

Bodily Injury by Accident - each accident	\$100,000
Bodily Injury by Disease - each employee	\$100,000
Bodily Injury by Disease - policy limit	\$500,000
- C. Other States Insurance - **Part Three** of this policy applies to all states, except any state listed in item [3]A. and the states of North Dakota, Ohio, Washington, and Wyoming.
- D. This policy includes these endorsements and schedules:
See Extension of Information Page - Schedule of Forms

[4] Premium

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

Total Estimated Policy Premium	\$	1,063
Total Surcharges/Assessments	\$	\$28.00
Total Estimated Cost	\$	\$1,091.00

INTERNAL USE - XX
MGA : MCWC289962
Date : 03/18/2021
MANOTE



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

HEALTHY HUMAN SERVICES
TOWN OF TRURO
MAR 03 2022
RECEIVED B

FIRE PROTECTION SYSTEMS
ANNUAL TEST REPORT

BUSINESS NAME: DAYS MARKET & DELI

OWNER/MANAGER: MYLAN JAWOPLIS

ADDRESS: 271 Shore Road N. Truro, MA 02652

PHONE # [REDACTED] NUMBER OF UNITS: _____

CONTACT PERSON: MYLAN JAWOPLIS

ADDRESS: 271 Shore Road N. Truro, MA 02652

TESTING COMPANY: Furber Silva Electricians

TESTING ELECTRICIAN/TECHNICIAN: Furber Silva

COMPANY PHONE #: 508 487 6219 HOME PHONE #: _____

LICENSE #: E38932

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: _____

DATE OF CERTIFICATION: 3/4/22 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.

Number: 2022-097

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:

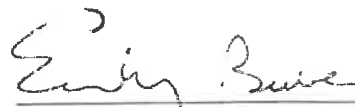
Whose place of business is **Mylan Janoplis, Pamela Stahl., d/b/a Days Market & Deli**
271 Shore Road

Type of business and any restrictions **Retail food market and Deli**

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

Permit Expires: **December 31, 2022**
(Seasonal: April – December)

Date Issued: *March 11, 2022*



Emily Beebe, RS

Agent to the Truro Board of Health

Number: 2022-097A

Fee \$50.00

Town of Truro Board of Health
24 Town Hall Road, Truro, MA 02666
Tobacco/Tobacco Products License

This is to Certify that
Address

Mylan Janoplis, Pamela Stahl, d/b/a Days Market & Deli
271 Shore Road

IS HEREBY GRANTED A LICENSE

For sales and distribution of **tobacco and tobacco products**

This license is granted in conformity with the Statutes and ordinances relating thereto, and expires
December 31, 2022 unless sooner suspended or revoked.

Date :

March 11, 2022



Emily Beebe, RS

Truro Board of Health

ServSafe
National Restaurant Association

HEALTH DEPARTMENT
TOWN OF TRURO

NOV 17 2021

RECEIVED BY

ServSafe® CERTIFICATION

MYLAN JANOPLIS

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).

10697
EXAM FORM NUMBER

4/20/2019
DATE OF EXPIRATION

4/20/2024
DATE OF EXPIRATION

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



#0865

[Signature]
Sherman
Association Solutions



In accordance with...

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

Contact us with questions at 233 S. Wacker Drive, Suite 5400, Chicago, IL 60606-6083 or ServSafe@nraef.org

ServSafe
NATIONAL RESTAURANT ASSOCIATION

ServSafe® CERTIFICATION

PAMELA STAHL

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).

HEALTH DEPARTMENT
TOWN OF TRURO
MAY 17 2019
RECEIVED BY

CERTIFICATION NUMBER

10997

EXAM FORM NUMBER

4/20/2019

4/20/2024

DATE OF EXPIRATION

DATE OF EXPIRATION

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



#0955

[Signature]
Sherman Association Solutions



In accordance with...

ServSafe logo are trademarks of the NRAA, National Restaurant Association® and the cert. design.

Contact us with questions at 233 S. Wacker Drive, Suite 2670, Chicago, IL 60604-6283 or ServSafe@restaurant.org

CERTIFICATE OF ALLERGEN AWARENESS TRAINING

Name of Recipient: PAMELA STAHL

Certificate Number: 8898838

Date of Completion: 2/1/2019

Date of Expiration: 2/1/2024



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 Temple Road, Suite 102
Southborough, MA, 01772
508-503-9905
www.massrestaurantassoc.org

NATIONAL
RESTAURANT
ASSOCIATION
800.765.2122
www.nsrta.org

HEALTH DEPARTMENT
TOWN OF TRURO

NOV 17 2021

RECEIVED BY

CERTIFICATE OF ALLERGEN AWARENESS TRAINING

Name of Recipient: MYLAN JANOPUS

Certificate Number: 383881D

Date of Completion: 3/31/2021

Date of Expiration: 3/31/2024



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.massrestaurantassoc.org

NATIONAL
RESTAURANT
ASSOCIATION
800.765.2122
www.restaurant.org



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 1/12/2022

Request is coming from the Selectmen's Office Health Office

Owner's Name:

Business Name Days Market & Deli

Residential Address: 271 Shore Rd

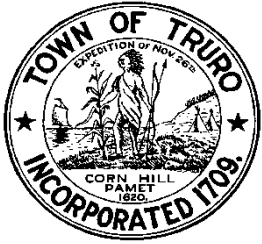
Map and Parcel: 13-12

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

Molly Stevens
Tax Collector's Signature

All set

1/13/22
Date



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Licensing Department

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: March 22, 2022

ITEM: Renewal of Seasonal Alcohol Licenses for 2022

EXPLANATION: Every March the review and approval of the Seasonal alcohol licenses comes before the Local Licensing Authority, the Select Board, for restaurants and package stores. These Seasonal licenses run from April 1-January 15. The Town of Truro currently has 13 (thirteen) such licenses, nine (9) On-Premise (MGL 138 § 12) Restaurants and four (4) Off-Premise (MGL 138 § 15) package stores.

The following establishments are seeking renewal: **Whitman House Restaurant, Blackfish Restaurant, Top Mast Café, Jams Too Inc., Fuller's Package Store, Terra Luna Restaurant, Beach Point Health & Swim Club, Captain's Choice, Payomet Performing Arts Center, and Highland Links Golf Course, Salty Market, Days Deli and Market, and Avenue D.** [Jams Market and Salty Market Farmstand transfer with the ABCC in progress, current license holders must request the renewals per ABCC]

All Liquor Liability and Certificates of Inspection will be required prior to issuance of on-premise licenses as required by the Alcoholic Beverages Control Commission.

IMPACT IF NOT APPROVED: The Seasonal Alcohol Licenses will not be renewed for 2021 if not approved by the Local Licensing Authority for submission to the Alcohol Beverages Control Commission (ABCC).

SUGGESTED ACTION: *MOTION TO approve the 2022 renewal of the seasonal alcohol licenses for Whitman House Restaurant, Blackfish Restaurant, Top Mast Café, Jams Too Inc., Fuller's Package Store, Terra Luna Restaurant, Beach Point Health & Swim Club, Captain's Choice, Payomet Performing Arts Center, Highland Links Golf Course, Salty Market, Days Deli and Market, and Avenue D and submission to the Alcoholic Beverages Control Commission.*

ATTACHMENTS:

1. ABCC Seasonal License Holder's Applications and ABCC Regarding Transfers
2. Chief of Police Review of Seasonal Licensees
3. 2021 Seasonal Alcohol Licenses



Commonwealth Of Massachusetts
Alcoholic Beverages Control Commission

Jean M. Lorizio, Esq.
Commission Chairman

2022
Retail License Renewal

License Number:	[REDACTED]	Municipality:	TRURO
License Name :	Robert L Rice Inc	License Class:	Seasonal
DBA :	Whitman House	License Type:	Restaurant
Premise Address:	7 Great Hollow Road Truro, MA 02666	License Category:	All Alcoholic Beverages
Manager:	Susan Jean Case		

I hereby certify and swear under penalties of perjury that:

1. I am authorized to sign this renewal pursuant to M.G.L. Chapter 138;
2. The renewed license is of the same class, type, category as listed above;
3. The licensee has complied with all laws of the Commonwealth relating to taxes; and
4. The premises are now open for business (if not, explain below).



 Signature
 Susan Case

 Printed Name

3/16/2022

 Date
 Bar Manager

 Title

Please sign this form only in the month of March and return to your Local Licensing Authority.

Additional Information:





Commonwealth Of Massachusetts
Alcoholic Beverages Control Commission

Jean M. Lorizio, Esq.
Commission Chairman

2022
Retail License Renewal

License Number: [REDACTED] Municipality: TRURO
License Name : Payomet Inc License Class: Seasonal
DBA : Payomet Performing Arts Center License Type: General On-Premises
Premise Address: 29 Old Dewline Road Truro, MA 02666 License Category: Wines and Malt
Manager: Kevin Rice

I hereby certify and swear under penalties of perjury that:

- 1. I am authorized to sign this renewal pursuant to M.G.L. Chapter 138;
- 2. The renewed license is of the same class, type, category as listed above;
- 3. The licensee has complied with all laws of the Commonwealth relating to taxes; and
- 4. The premises are now open for business (if not, explain below).

[Signature]
Signature
Kevin Rice
Printed Name

3/17/2022
Date
Facilities Director
Title

Please sign this form only in the month of March and return to your Local Licensing Authority.

Additional Information:



Commonwealth Of Massachusetts
Alcoholic Beverages Control Commission

Jean M. Lorizio, Esq.
Commission Chairman

2022
Retail License Renewal

License Number:



Municipality: TRURO

License Name : Top Mast Resort Inc

License Class: Seasonal

DBA : Top Mast Cafe

License Type: Restaurant

Premise Address: 209 Shore Road Truro, MA 02652

License Category: All Alcoholic Beverages

Manager: Albert R Silva

I hereby certify and swear under penalties of perjury that:

1. I am authorized to sign this renewal pursuant to M.G.L. Chapter 138;
2. The renewed license is of the same class, type, category as listed above;
3. The licensee has complied with all laws of the Commonwealth relating to taxes; and
4. The premises are now open for business (if not, explain below).

Albert Silva

Signature

3/2/22

Date

ALBERT SILVA

Printed Name

Owner

Title

Please sign this form only in the month of March and return to your Local Licensing Authority.

Additional Information:

[Empty box for additional information]





Commonwealth Of Massachusetts
Alcoholic Beverages Control Commission

Jean M. Lorio, Esq.
Commission Chairman

2022
Retail License Renewal

License Number:	[REDACTED]	Municipality:	TRURO
License Name :	Jams Too, Inc.	License Class:	Seasonal
DHA :	Jams	License Type:	Package Store
Premise Address:	14 Truro Center Road Truro, MA 02666	License Category:	Wines and Malt
Manager:	Dawn Snow		

I hereby certify and swear under penalties of perjury that:

1. I am authorized to sign this renewal pursuant to M.G.L. Chapter 138;
2. The renewed license is of the same class, type, category as listed above;
3. The licensee has complied with all laws of the Commonwealth relating to taxes; and
4. The premises are now open for business (if not, explain below).

Dawn Snow
Signature

3/2/2022
Date

Dawn Snow
Printed Name

Owner/manager
Title

Please sign this form only in the month of March and return to your Local Licensing Authority.

Additional Information:





Commonwealth Of Massachusetts
Alcoholic Beverages Control Commission

Jean M. Lorizio, Esq.
Commission Chairman

2022
Retail License Renewal

License Number: [REDACTED] Municipality: TRURO
License Name : 2ds Transport Inc License Class: Seasonal
DBA : Fullers Package Store License Type: Package Store
Premise Address: 300 Route 6 Truro, MA 02666 License Category: All Alcoholic Beverages
Manager: Frederick R Dunn

I hereby certify and swear under penalties of perjury that:

- 1. I am authorized to sign this renewal pursuant to M.G.L. Chapter 138;
- 2. The renewed license is of the same class, type, category as listed above;
- 3. The licensee has complied with all laws of the Commonwealth relating to taxes; and
- 4. The premises are now open for business (if not, explain below).

[Signature]
Signature
Fred Dunn
Printed Name

3/2/2022
Date
President
Title

Please sign this form only in the month of March and return to your Local Licensing Authority.

Additional Information:





Commonwealth Of Massachusetts
Alcoholic Beverages Control Commission

Jean M. Lorizio, Esq.
Commission Chairman

2022
Retail License Renewal

License Number:	[REDACTED]	Municipality:	TRURO
License Name :	Stostef Inc	License Class:	Seasonal
DBA :	Terra Luna Restaurant	License Type:	Restaurant
Premise Address:	104 Shore Rd Truro, MA 02652	License Category:	All Alcoholic Beverages
Manager:	Anthony J Pasquale		

I hereby certify and swear under penalties of perjury that:

1. I am authorized to sign this renewal pursuant to M.G.L. Chapter 138;
2. The renewed license is of the same class, type, category as listed above;
3. The licensee has complied with all laws of the Commonwealth relating to taxes; and
4. The premises are now open for business (if not, explain below).



Signature

ANTHONY PASQUALE

Printed Name

3/3/22

Date

CHEF/GRAND POOBA

Title

Please sign this form only in the month of March and return to your Local Licensing Authority.

Additional Information:





Commonwealth Of Massachusetts
Alcoholic Beverages Control Commission

Jean M. Lorizio, Esq.
Commission Chairman

2022
Retail License Renewal

License Number:



Municipality: TRURO

License Name : Beach Point Health And Swim Club
LLC

License Class: Seasonal

License Type: General On-Premises

DBA : Beach Point Health And Swim Club Llc

License Category: All Alcoholic Beverages

Premise Address: 217 Shore Road Truro, MA 02652

Manager: Albert R Silva

I hereby certify and swear under penalties of perjury that:

1. I am authorized to sign this renewal pursuant to M.G.L. Chapter 138;
2. The renewed license is of the same class, type, category as listed above;
3. The licensee has complied with all laws of the Commonwealth relating to taxes; and
4. The premises are now open for business (if not, explain below).

Albert Silva

Signature

3/2/22

Date

ALBERT SILVA

Printed Name

Owner

Title

Please sign this form only in the month of March and return to your Local Licensing Authority.

Additional Information:

[Empty box for additional information]





Commonwealth Of Massachusetts
Alcoholic Beverages Control Commission

Jean M. Lorizio, Esq.
Commission Chairman

2022
Retail License Renewal

License Number:	[REDACTED]	Municipality:	TRURO
License Name :	Salty Market LLC	License Class:	Seasonal
DBA :	Salty Market	License Type:	Package Store
Premise Address:	2 Highland Rd Truro, MA 02652	License Category:	All Alcoholic Beverages
Manager:	Ellery Paul Althaus		

I hereby certify and swear under penalties of perjury that:

1. I am authorized to sign this renewal pursuant to M.G.L. Chapter 138;
2. The renewed license is of the same class, type, category as listed above;
3. The licensee has complied with all laws of the Commonwealth relating to taxes; and
4. The premises are now open for business (if not, explain below).



Signature

03/02/22

Date

Ellery Althaus

Printed Name

owner/manager

Title

Please sign this form only in the month of March and return to your Local Licensing Authority.

Additional Information:





Commonwealth Of Massachusetts
Alcoholic Beverages Control Commission

Jean M. Lorizio, Esq.
Commission Chairman

2022
Retail License Renewal

License Number: [REDACTED] Municipality: TRURO
License Name : Johnson Golf Management Inc License Class: Seasonal
DBA : Highland Links Golf Course License Type: Restaurant
Premise Address: 10 Highland Light Road Truro, MA 02652 License Category: All Alcoholic Beverages
Manager: Kelly Laramee

I hereby certify and swear under penalties of perjury that:

- 1. I am authorized to sign this renewal pursuant to M.G.L. Chapter 138;
- 2. The renewed license is of the same class, type, category as listed above;
- 3. The licensee has complied with all laws of the Commonwealth relating to taxes; and
- 4. The premises are now open for business (if not, explain below).

Kelly J. Laramee
Signature

3/3/22
Date

Kelly J. Laramee
Printed Name

President
Title

Please sign this form only in the month of March and return to your Local Licensing Authority.

Additional Information:



Commonwealth Of Massachusetts
Alcoholic Beverages Control Commission

Jean M. Lorzio, Esq.
Commission Chairman

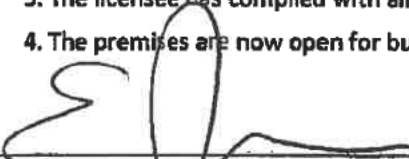
2022

Retail License Renewal

License Number: [REDACTED] Municipality: TRURO
 License Name : Pamet Restaurant Group Inc License Class: Seasonal
 DBA : Blackfish License Type: Restaurant
 Premise Address: 17 Truro Center Road Truro, MA 02666 License Category: All Alcoholic Beverages
 Manager: Eric Jansen

I hereby certify and swear under penalties of perjury that:

1. I am authorized to sign this renewal pursuant to M.G.L. Chapter 138;
2. The renewed license is of the same class, type, category as listed above;
3. The licensee has complied with all laws of the Commonwealth relating to taxes; and
4. The premises are now open for business (if not, explain below).



 Signature
 Eric Jansen

 Printed Name

3/17/2022

 Date
 owner

 Title

Please sign this form only in the month of March and return to your Local Licensing Authority.

Additional Information:



Commonwealth Of Massachusetts
Alcoholic Beverages Control Commission

Jean M. Lorizio, Esq.
Commission Chairman

2022
Retail License Renewal

License Number: [REDACTED] Municipality: TRURO
License Name : Captain's Choice Inc. License Class: Seasonal
DBA : Captain'S Choice Restaurant License Type: Restaurant
Premise Address: 4 Highland Road D Truro, MA 02652 License Category: All Alcoholic Beverages
Manager: Christopher W King

I hereby certify and swear under penalties of perjury that:

- 1. I am authorized to sign this renewal pursuant to M.G.L. Chapter 138;
- 2. The renewed license is of the same class, type, category as listed above;
- 3. The licensee has complied with all laws of the Commonwealth relating to taxes; and
- 4. The premises are now open for business (if not, explain below).

Kristi Wageman

Signature

3.1.22

Date

Kristi Wageman

Printed Name

owner/manager

Title

Please sign this form only in the month of March and return to your Local Licensing Authority.

Additional Information:





Commonwealth Of Massachusetts
Alcoholic Beverages Control Commission

Jean M. Lorizio, Esq.
Commission Chairman

2022
Retail License Renewal

License Number:



Municipality: TRURO

License Name : Avenue D Inc.

License Class: Seasonal

DBA : Avenue D

License Type: Restaurant

Premise Address: 14C Truro Center Road Truro, MA 02666

License Category: Wines and Malt

Manager: Ave. D. Rosenthal

I hereby certify and swear under penalties of perjury that:

1. I am authorized to sign this renewal pursuant to M.G.L. Chapter 138;
2. The renewed license is of the same class, type, category as listed above;
3. The licensee has complied with all laws of the Commonwealth relating to taxes; and
4. The premises are now open for business (if not, explain below).

Ave D Rosenthal

Signature

3-1-2022

Date

Ave D Rosenthal

Printed Name

Pres

Title

Please sign this form only in the month of March and return to your Local Licensing Authority.

Additional Information:






Commonwealth Of Massachusetts
Alcoholic Beverages Control Commission

Jean M. Lorizio, Esq.
Commission Chairman

2022
Retail License Renewal

License Number:		Municipality:	TRURO
License Name :	MCJLT Inc.	License Class:	Seasonal
DBA :	Days' Market & Deli	License Type:	Package Store
Premise Address:	271 Shore Road Truro, MA 02652	License Category:	All Alcoholic Beverages
Manager:	Mylan Janoplis		

I hereby certify and swear under penalties of perjury that:

1. I am authorized to sign this renewal pursuant to M.G.L. Chapter 138;
2. The renewed license is of the same class, type, category as listed above;
3. The licensee has complied with all laws of the Commonwealth relating to taxes; and
4. The premises are now open for business (if not, explain below).



Signature

03/08/2022

Date

Mylan Janoplis

Printed Name

Owner

Title

Please sign this form only in the month of March and return to your Local Licensing Authority.

Additional Information:



From: [Melville, Ryan \(TRE\)](#)
To: [Nicole Tudor](#)
Subject: RE: Renewals with Transfers
Date: Tuesday, March 15, 2022 1:28:58 PM
Attachments:

All current licensees must renew if they wish to transfer their license.

Ryan Melville
Deputy Executive Director
Massachusetts Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3
Chelsea, MA 02150
Phone 1-857-453-2718
Fax 1-617-727-1510



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Licensing Department

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

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

MEMO

To: Chief of Police, Jamie Calise, Truro Police Department
 From: Nicole Tudor, Executive Assistant
 Date: March 15, 2022
 Re: 2022 Seasonal Liquor License Renewals

Please review the following 13 seasonal alcohol beverage license renewals for 2022 and kindly make any comments or concerns as you deem necessary. We anticipate the Local Licensing Authority will review these renewal applications in the month of March.

2022 SEASONAL LIQUOR LICENSE RENEWAL APPLICANTS:

1. Avenue D Inc, dba **Avenue D**, 14 Truro Center Rd Unit C, Ave D. Rosenthal, Manager
 License # 04845-RS-1292 (ABCC) Type of License: Restaurant Category: Wines and Malts

Approved/No Issues or Violations Reason for Denial
 Comments: _____

2. **Beach Point Health and Swim Club**, LLC, 217 Shore Road, Albert Silva, Manager
 License #00034-GP-1292 (ABCC) Type of License: General On Premise Category: All Alcohol

Approved/No Issues or Violations Reason for Denial
 Comments: _____

3. Pamet Restaurant Group, Inc., dba **Blackfish Restaurant**, 17 Truro Center Rd, Eric Jansen, Manager
 License # 00003-RS-1292 (ABCC) Type of License: Restaurant Category: All Alcohol

Approved/No Issues or Violations Reason for Denial
 Comments: _____

4. Captain's Choice Inc. dba **Captain's Choice**, 4 Highland Rd Unit D, Christopher W. King, Manager, License # 00040-RS-1292 (ABCC) Type of License: Restaurant Category: All Alcohol

Approved/No Issues or Violations Reason for Denial
 Comments: _____

5. MCJLT Inc., dba **Days Market and Deli**, 271 Shore Rd, Mylan Janoplis, Manager, License #89576-PK-1292 (ABCC) Type of License: Package Store Category: All Alcohol

Approved/No Issues or Violations

Reasons for Denial

Comments: _____

6. 2 D's Transport, Inc. dba **Fuller's Package Store**, 300 Route 6, Frederick W. Dunn, Manager
License # 00012-PK-1292 (ABCC) Type of License: Package Store Category: All Alcohol

Approved/No Issues or Violations

Reason for Denial

Comments: _____

7. Johnson Golf Management, Inc., dba **Highland Links Golf Course**, 10 Highland Light Road, Kelly Laramee, Manager, License # 00038-RS-1292 (ABCC) Type of License: Restaurant Category: All Alcohol

Approved/No Issues or Violations

Reason for Denial

Comments: _____

8. Jams, Too, Inc., dba **Jams**, 14 Truro Center Rd, Dawn Snow, Manager License # 00011-PK-1292 (ABCC)
Type of License: Package Store Category: Wine & Malt [License being transferred to Jams Market ,
Garrison Scott Cloud]

Approved/No Issues or Violations

Reason for Denial

Comments: _____

9. Payomet Inc., dba **Payomet Performing Arts Center**, 29 Old Dewline Rd, Kevin Rice, Manager
License # 00039-GP-1292 (ABCC) Type of License: General on Premises Category: Wine and Malt

Approved/No Issues or Violations

Reasons for Denial

Comments: _____

10. Salty Market, LLC., dba **Salty Market**, 2 Highland Rd, Ellery Paul Althaus, Manager, License #00036-PK-1292 (ABCC) Class: Annual Type of License: Package Store Category: All Alcohol [License being transferred to Salty Market Farmstand, Liam Luttrell-Rowland]

Approved/No Issues or Violations

Reasons for Denial

Comments: _____

11. Stostef, Inc dba **Terra Luna Restaurant**, 104 Shore Rd, Anthony Pasquale, Manager, License # 00018-RS-1292 (ABCC) Type of License: Restaurant Category: All Alcohol

Approved/No Issues or Violations

Reasons for Denial

Comments: _____

12. Top Mast Resort Inc, dba **Top Mast Cafe**, 209 Shore Rd, Albert R. Silva, Manager
License # 00006-RS-1292 (ABCC) Type of License: Restaurant Category: All Alcohol

Approved/No Issues or Violations

Reasons for Denial

Comments: _____

13. Robert L. Rice, Inc, dba **Whitman House Rest.**, 7 Great Hollow Rd, Robert L. Rice, Manager
License # 00002-RS-1292 (ABCC) Type of License: Restaurant Category: All Alcohol

Approved/No Issues or Violations

Reasons for Denial

Comments: _____

POLICE DEPARTMENT APPROVAL

Date: 3/17/2022

Signature: 
Jamie Calise, Chief of Police

LICENSE ALCOHOLIC BEVERAGES

THE LICENSING BOARD OF

The TOWN of TRURO

MASSACHUSETTS

HEREBY GRANTS A

COMMON VICTUALER

**License to Expose, Keep for Sale, and to Sell
All Kinds of Alcoholic Beverages**

To Be Drunk On the Premises

To ROBERT L. RICE, Inc., dba Whitman House Restaurant

Robert L. Rice, Manager

on the following described premises

First Floor: 4 dining rooms & cocktail lounge, cellar & storage.

Second floor: restroom & storage.

Located off Route 6 at 7 Great Hollow Rd., Truro.

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires January 15th 2022, unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this 23rd day of March 2021.

The Hours during which Alcoholic Beverages may be sold are

From

Monday-Saturday

11:00am-11:00pm

Sunday 12:00pm-11:00pm

ABCC LIC [REDACTED]

[Handwritten signatures]
LICENSING BOARD

THIS LICENSE SHALL BE DISPLAYED ON THE PREMISES IN A CONSPICUOUS POSITION WHERE IT CAN EASILY BE READ

10/15/2019 10:09 AM

LICENSE ALCOHOLIC BEVERAGES

THE LICENSING BOARD OF

The...TOWN...of...TRURO.....

MASSACHUSETTS

HEREBY GRANTS A

COMMON VICTUALER

License to Expose, Keep for Sale, and to Sell

All Kinds of Alcoholic Beverages

To Be Drunk On the Premises

To Pamet Restaurant Group, Inc. dba Blackfish Restaurant
Eric Jansen, Manager

on the following described premises
1 1/2 story building with three rooms & adjacent terrace. Both entrance &
exit on the side of the road. Located at 17 Truro Center Road, Truro.

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires January 15th 2022, unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this 23rd day of March 2021.

The Hours during which Alcoholic Beverages may be sold are

From Monday-Saturday
8:00am-1:00am
Sunday 12:00pm-1:00am
ABCC.LIC.# [REDACTED]

LICENSING BOARD

THIS LICENSE SHALL BE DISPLAYED ON THE PREMISES IN A CONSPICUOUS POSITION WHERE IT CAN EASILY BE READ

HOBBES & WARREN

LICENSE ALCOHOLIC BEVERAGES

THE LICENSING BOARD OF

The TOWN.....of TRURO.....

MASSACHUSETTS

HEREBY GRANTS A

COMMON VICTUALER

License to Expose, Keep for Sale, and to Sell

All Kinds of Alcoholic Beverages

To Be Drunk On the Premises

To TOP MAST RESORT, Inc., dba Top Mast Cafe'
Albert R. Silva, Manager

on the following described premises
Two-story building, upper level is manager's quarters.
Lower story is restaurant, kitchen, restrooms & garage.
Located at 209 Shore Rd., Truro.

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires January 15th 20.22., unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this 23rd day of March 20.21.

The Hours during which Alcoholic Beverages may be sold are

From Monday-Saturday
8:00am-11:00pm
Sunday 10:00am-11:00pm
ABCC.LIC [REDACTED]



LICENSING BOARD

THIS LICENSE SHALL BE DISPLAYED ON THE PREMISES IN A CONSPICUOUS POSITION WHERE IT CAN EASILY BE READ

**LICENSE
ALCOHOLIC BEVERAGES**

THE LICENSING BOARD OF

The TOWN of TRURO

MASSACHUSETTS

HEREBY GRANTS A

RETAIL PACKAGE GOODS STORE

License to Expose, Keep for Sale, and to Sell

Wines and Malt Beverages

Not To Be Drunk On the Premises

To Jams Too, Inc. dba Jams

Dawn Snow, Manager

on the following described premises

Two-story building, 1st floor sales room & storage, 2nd floor apartment

entrances/exits located on the side and back of building.

Located at 14 Truro Center Road.

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires January 15th 2022 unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this 23rd day of March 2021

The Hours during which Alcoholic Beverages may be sold are

From

Monday -Saturday

8:00am-9:00pm

Sunday 10:00am-9:00pm

ABCC LIC [REDACTED]

[Signature]

[Signature]

[Signature]

[Signature]

LICENSING BOARD

THIS LICENSE SHALL BE DISPLAYED ON THE PREMISES IN A CONSPICUOUS POSITION WHERE IT CAN EASILY BE READ

REPRODUCED BY THE MASSACHUSETTS LICENSING BOARD

LICENSE ALCOHOLIC BEVERAGES

THE LICENSING BOARD OF

The TOWN.....of.....TRURO.....

MASSACHUSETTS

HEREBY GRANTS A

RETAIL PACKAGE GOODS STORE

License to Expose, Keep for Sale, and to Sell

All Kinds of Alcoholic Beverages

Not To Be Drunk On the Premises

To 2 d's Transport Inc. dba Fuller's Package Store
Frederick R. Dunn, Manager

on the following described premises
Single-story building with two rooms, full basement
for storage. Located at 300 Route 6, Truro.

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires January 15th 20.22., unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this 23rd.....day of March.....20.21.

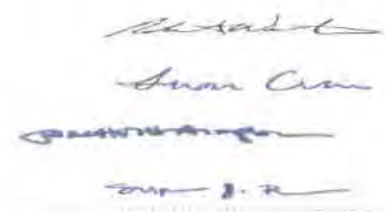
The Hours during which Alcoholic Beverages may be sold are

From Monday - Saturday

8:30am-11:00pm

Sunday 10:00am-11:00pm

ABCC LIC: [REDACTED]



LICENSING BOARD

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**LICENSE
ALCOHOLIC BEVERAGES**

**THE LICENSING BOARD OF
THE TOWN OF TRURO
MASSACHUSETTS
HEREBY GRANTS A**

GENERAL ON PREMISES

**LICENSE TO EXPOSE, KEEP FOR SALE, AND TO SELL
ALL KINDS OF ALCOHOLIC BEVERAGES**

TO BE DRUNK ON THE PREMISES

To Beach Point Health & Swim Club, LLC
Albert Silva, Manager

On the following described premises

The building is a 5000 sqft complex housing a 50' pool, kiddie pool,
hot tub, sauna, steam room, exercise room, 3 private showers, & 2
bathrooms. Exits are located on each end of the building & in the rear
of the building. Located at 217 Shore Rd, Truro.

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires January 15th, 2022 unless earlier suspended, cancelled, or revoked. In testimony whereof, the undersigned have hereunto affixed their official signatures this 23rd day of March 2021





The hours during which alcoholic beverages
may be sold are from:

Monday-Saturday

9:00am-12:00am

Sunday 10:00am-12:00am

ABCC Lic. # XXXXXXXXXX





Licensing Board, Town of Truro

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LICENSE ALCOHOLIC BEVERAGES

THE LICENSING BOARD OF

The TOWN of TRURO

MASSACHUSETTS

HEREBY GRANTS A

RETAIL PACKAGE GOODS STORE

License to Expose, Keep for Sale, and to Sell

All Kinds of Alcoholic Beverages

Not To Be Drunk On the Premises

To SALTY MARKET, LLC
ELLERY PAUL ALTHAUS, MANAGER

on the following described premises

Located at 2 Highland Rd. 2 1/2 story building with 1 salesroom for groceries, 1 small open room for liquor and back room for prep area for deli. 1 entrance and exit in front of building and 2 doors in rear for receiving. Basement for storage, 1/3 size of store.

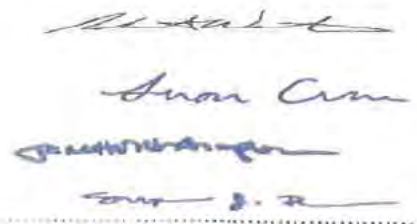
This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires January 15th 2022, unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this 23rd day of March 2021

The Hours during which Alcoholic Beverages may be sold are

From
Monday thru Saturday 8:00am - 11:00pm
Sunday sales from 10:00am until 11:00pm

ABCC LICENSE # [REDACTED]



LICENSING BOARD

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ISSUANCE AUTHORITY
PUBLIC REGISTRY STATE OF MASSACHUSETTS

LICENSE ALCOHOLIC BEVERAGES

THE LICENSING BOARD OF

The TOWN.....of..... TRURO.....

MASSACHUSETTS

HEREBY GRANTS A

COMMON VICTUALER

License to Expose, Keep for Sale, and to Sell

All Kinds of Alcoholic Beverages

To Be Drunk On the Premises

To STOSTEF, Inc., dba Terra Luna Restaurant

Anthony J. Pasquale, Manager

on the following described premises

One story building with dining rooms and kitchen.

Located at 104 Route 6A (Shore Road), Truro.

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires January 15th 2022., unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this 23rd day of March 2021.

The Hours during which Alcoholic Beverages may be sold are

From.....

Monday-Saturday

10:00am-10:00pm

Sunday 12:00pm-10:00pm

ABCC LIC.# [REDACTED]

[Handwritten signatures]
Licensing Board

LICENSING BOARD

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LICENSE ALCOHOLIC BEVERAGES

THE LICENSING BOARD OF

The.....Town.....of.....Truro.....

MASSACHUSETTS

HEREBY GRANTS A

COMMON VICTUALER

License to Expose, Keep for Sale, and to Sell

All Kinds of Alcoholic Beverages

To Be Drunk On the Premises

To Johnson Golf Management Inc., dba Highland Links Golf Course

Kelly Laramee, Manager

on the following described premises

Two-story building, 1st floor consists of a pro-shop, food & beverage

area and adjacent deck. 2nd floor consists of offices. Exit and entrance

located in the front & rear. Located on Highland Light Road.

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires JANUARY 15TH 2022., unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this 23rd day of MARCH 2021.

The Hours during which Alcoholic Beverages may be sold are

From.....

MONDAY-SATURDAY

10:00AM-7:00PM

SUNDAY

10:00AM-7:00PM

ABCC.LIC# [REDACTED]

LICENSING BOARD

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**LICENSE
ALCOHOLIC BEVERAGES**

**THE LICENSING BOARD OF
THE TOWN OF TRURO
MASSACHUSETTS
HEREBY GRANTS A**

GENERAL ON PREMISES

**LICENSE TO EXPOSE, KEEP FOR SALE, AND TO SELL
WINE & MALT ALCOHOLIC BEVERAGES**

TO BE DRUNK ON THE PREMISES

To Payomet, Inc.
dba Payomet Performing Arts Center
Kevin Rice, Manager

On the following described premises
Performing arts center seasonal facility located in a main tent (50x75)
and two adjacent side tents (20x50 & 23x49). Main tent includes a lobby
with concession/bar area, stage and fixed seating areas; side tents
accomodate additional fixed seating. Located at 29 Old Dewline Rd.

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires January 15, 2022 unless earlier suspended, cancelled, or revoked. In testimony whereof, the undersigned have hereunto affixed their official signatures this 23rd day of March 2021

The hours during which alcoholic beverages
may be sold are from:

Monday - Saturday
5:00pm-10:30pm
Sunday 5:00pm-10:30pm
ABCC LIC # [REDACTED]

[Signature]
[Signature]
[Signature]
[Signature]

Licensing Board, Town of Truro

MASSACHUSETTS
1979-2010

LICENSE ALCOHOLIC BEVERAGES

THE LICENSING BOARD OF

The...Town.....of.....Truro.....

MASSACHUSETTS

HEREBY GRANTS A

COMMON VICTUALER

License to Expose, Keep for Sale, and to Sell

All Kinds of Alcoholic Beverages

To Be Drunk On the Premises

To Captain's Choice Inc.

Christopher W. King, Manager

on the following described premises

One story building with kitchen, dining room (Licensed Area), and bathroom (850 sq. ft.). Three entrances and three exits of which two entrances and two exits are available to the public. Outdoor patio (Licensed Area) beneath awning (1200sq ft). Crawl

Space (850 sq ft) not used. Attic (850 sq. ft.) used for storage. Located at 4 Highland Rd Unit D, North Truro.

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires January 15th 2021., unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this 23rd day of March 20 21

The Hours during which Alcoholic Beverages may be sold are

From

Monday-Saturday

10:00AM-10:00PM

Sunday 10:00AM-10:00PM.. ..

ABCC License # [REDACTED]

[Handwritten signatures]

LICENSING BOARD

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LICENSE ALCOHOLIC BEVERAGES

THE LICENSING BOARD OF

The TOWN of TRURO

MASSACHUSETTS

HEREBY GRANTS A

RETAIL PACKAGE GOODS STORE

License to Expose, Keep for Sale, and to Sell

All Kinds of Alcoholic Beverages

Not To Be Drunk On the Premises

To MCJLT, INC. DBA DAYS MARKET AND DELI
MYLAN JANOPLIS, MANAGER

on the following described premises

Single story, one room market and deli on street level.

Located at 271 Shore Road, North Truro, MA 02652

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires January 15th 2022, unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this 25th day of May 2021

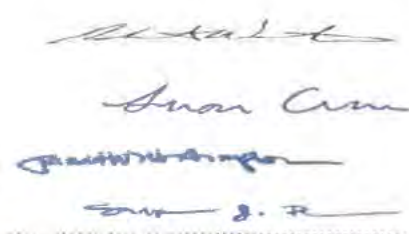
The Hours during which Alcoholic Beverages may be sold are

From

Monday thru Saturday 8:00am- 10:00pm

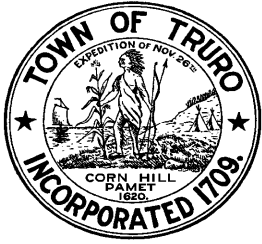
Sunday sales from 10:00am until 10:00pm

ABCC LICENSE # [REDACTED]



LICENSING BOARD

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TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Licensing Department

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: March 22, 2022

ITEM: Approval of the 2022 Alcohol Beverages Control Commission Seasonal Renewal Certification

EXPLANATION: In addition to the seasonal licenses, the Select Board, in their capacity as the Local Licensing Authority, must approve and sign the renewal certification. No Seasonal Alcohol licensee failed to renew for 2022. This form is a part of the 2022 ABCC seasonal renewal package and also certifies that all seasonal alcohol license holder businesses will be occupied as of January 1, 2022.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The Seasonal Alcohol License holders will not be issued an alcohol license for 2021 as per the ABCC requirements for renewals.

SUGGESTED ACTION: *MOTION TO approve and electronically sign the 2022 Seasonal Alcohol Beverages Control Commission Renewal Certification.*

ATTACHMENTS:

1. Seasonal Alcohol Beverages Control Commission Renewal Certification 2022

SEASONAL RENEWAL CERTIFICATION 2022

CITY/TOWN:

A. SEASONAL LICENSEES WHO FAILED TO RENEW FOR 2022/23:

LICENSE #:	LICENSEE CORPORATE NAME AND ADDRESS:
None	

B. SEASONAL LICENSEES DISAPPROVED BY THE CITY/TOWN FOR 2022/23:

LICENSE #:	LICENSEE CORPORATE NAME AND ADDRESS:
None	

We hereby certify that the premises described in the 2022/23 seasonal renewal applications for the above mentioned municipality are now occupied, used or controlled by the licensee and will be on April 1, 2022. The 2021 Renewal Applications have been approved by the Local Licensing Authorities and forwarded to the ABCC.

The Local Licensing Authorities



TOWN OF TRURO

BUDGET TASK FORCE

Meeting Minutes

February 4, 2022 – 1:00 pm

REMOTE BUDGET TASK FORCE MEETING

Via GoToMeeting Platform

Select Board Present: Robert Weinstein (Chair); Susan Areson (Clerk); John Dundas; Kristen Reed (Vice Chair);

Select Board Absent: Stephanie Rein

Finance Committee Present: Robert Panessiti (Chair); Richard Wood (Vice Chair)

Other Participants: Darrin Tangeman (Town Manager); Alex Lessin (Finance Director); Town Planner/Land Use Counsel Barbara Carboni; Fire Chief Timothy Collins; Trudy Brazil (Town Accountant); Tricia Ford (Library Director); Stephanie Costigan (Superintendent of Truro Central School); Heather Harper (Administrator of Business and Finance at Truro Central School); Kolby Blehm (School Committee Chair)

Chair Weinstein called the meeting to order at 1:00 pm to discuss/review the FY23 Budget for the following departments:

Library

Library Director Ford presented the budget to the Members and stated that the library is approximately 2% of the Town's annual budget. In addition to normal operational duties to support the community, the library staff has assisted visitors with trusted information on COVID-19, assisted individuals with digital access to medical and financial institutions, answered questions about 3G cellular service and has been a sanctuary for those without power or those who live alone and want human contact during the day. Monthly visits by Truro Central School students have now resumed and students leave with over 150 books per visit. The staff is working with the Board of Trustees on a new Strategic Plan. The library staff is excited to resume regular hours to create community connection and intellectual development. The library was open 42.5 hours per week (preCOVID-19) and is currently open at 34 hours per week. This is aligned to neighboring communities' libraries.

In this budget, Library Director Ford has 3 staffing requests: the addition of a 40-hour "Coordinator" staff position to handle program inquiries, reporters, and press releases; increase a 35-hour employee to a 40-hour employee as a "Staff Librarian" to ensure the staff could assist visitors efficiently; and finally, the third request is for a "Summer Assistant" to help during the summer season.

Library Director Ford is asking for a \$3,500 increase from \$65,000 in the materials budget which is for a total of \$68,500 to also maintain certification levels.

Library Director Ford is requesting a \$500 increase in printing from \$1,500 to \$2,000. Ms. Areson asked Library Director Ford when the library suspended fines and Library Director Ford said that the profession is moving to being “fine free”. Library Director Ford added that the suspension of fines occurred in March 2020 and has not affected the fiscal well-being of the library, yet fines brought in between \$2,000 - \$3,000 of revenue.

Select Board Member Areson asked Library Director Ford if there was any consideration to open the library on Saturdays and Sundays. Library Director Ford replied that currently the library is open on Saturdays but closed on Sundays and Mondays. Library Director Ford noted that Provincetown’s library is open 7 days a week which is the most on Cape Cod.

Select Board Member Dundas asked if a book is checked out, and not returned or lost, is there a tracking mechanism so the Town can track the loss. Library Director Ford replied that the individual is charged for the replacement cost of the book.

Finance Committee (FinCom) Chair Panessiti asked about usage data for the library such as for programs and number of visitors and Library Director Ford replied that she can provide some of the information as COVID-19 adversely affected the data, but she could provide data on circulation programs, electronic books, and programs for children. FinCom Chair Panessiti commented that this information could be very useful for the purpose of economic development.

Library Director Ford asked for an increase request of \$20,000 for a Space Planner to explore items for the future as carpet replacement for the children’s room and new signage. Ms. Reed asked Library Director Ford if this included acoustic shelving and the restructuring of her office for more privacy. Library Director Ford replied that she had withdrawn those requests as they were not fixes for the problems and she was uncomfortable spending the funds for those projects. Mr. Wood noted that future project needs have not diminished over time. Mr. Wood asked Library Director Ford how many books are checked out (including frequency) from the basement and Library Director Ford replied that the basement is for non-fiction books, but it is commonly used by teenagers who watch television or play video games there. Library Director Ford also suggested that the basement could be used for meeting rooms since the Town frequently needs meeting space.

Town Manager Tangeman asked Library Director Ford to include the circulation statistics in the narrative of her budget request. Additionally, Town Manager Tangeman asked Library Director Ford about details around the Provincetown library’s open hours of 51 hours per week yet had less circulation than Truro. Library Director Ford replied the issue was parking and added that during the summer there are a lot of visitors to the Truro library from Provincetown as there is plenty of parking.

Town Manager Tangeman asked if there were any other questions and there were none. Library Director Ford thanked the Budget Task Force members and Chair Weinstein did a brief recap of the library’s budget request.

Chair Weinstein commented that in the budget request that the total operational budget, except for the previously stated \$20,000+ and whatever is included in the capital improvement portion, is \$459,371 which is \$10,662 more than the previous year year-to-year. Chair Weinstein noted that this is an increase of 2.38% which is admirable when looking at level-funding.

On the topic of staffing, Chair Weinstein noted that the “*Community Outreach Specialist*” would require an additional 15 hours per week, the “*Staff Librarian*” would be an additional 5 hours per week, and the “*Summer Clerk*” position were all reasonable requests. Chair Weinstein thanked Library Director Ford for her care in the preparation of her budget requests.

Chair Weinstein said that libraries in the Commonwealth of Massachusetts operate under the control of the Massachusetts Board of Library Commissioners (MBLC). Chair Weinstein added that when it comes to library budgets, the MBLC specifies, that based upon circulation statistics, what monies must be spent on books, periodicals, electronic information, and Cape Libraries Automated Materials Sharing (CLAMS). Chair Weinstein asked Library Director Ford to provide a brief overview of these organizations. Library Director Ford said that CLAMS includes every Cape library except for Sandwich and CLAMS has a staff of four who work virtually. The annual fee for Truro is less than \$20,000. CLAMS is a non-profit, cooperative association of libraries that shares resources through a computer network with terminals located in each member library. Library Director Ford said that the Outer Cape libraries see the world a bit different than other Cape areas such as the necessity of volunteers who work at the circulation desk. Library Director Ford stated that MBLC has rules and established standards such as the requirements for a library to have a certified librarian on staff and be open a minimum number of hours per week based upon a town’s population.

Chair Weinstein asked if there were any other questions and there were none. Chair Weinstein thanked Library Director Ford for her presentation, and she departed the meeting.

Public Education

Chair Weinstein introduced the Truro School District Superintendent Stephanie Costigan who introduced herself. As of October 1, 2021, Superintendent Costigan stated that Truro had 111 students enrolled in pre-school through the 6th grade. Of those students, 22 are “*school choice*” students from Provincetown, Wellfleet, Eastham, Brewster, and Yarmouth. Superintendent Costigan noted that at the middle school and high school level, 91 students were enrolled at Nauset, 18 were enrolled at Provincetown schools, and 10 were enrolled at Cape Cod Tech. The total number of Truro enrolled students is 280 and 22 “*school choice*” students. Superintendent Costigan thanked Library Director Ford for welcoming back the students to the Truro Library and it is great to resume that activity for the children.

Superintendent Costigan broke down the budget overview into two parts:

Elementary Budget includes pre-school through grade 6. The proposed budget is increased by 7.14% which reflects several factors to include contractual changes because of three Collective Bargaining Units and the change in administrative structure. Superintendent Costigan also addressed the following budget topics:

- There is now a fulltime Superintendent/Director of Student Services who is Superintendent Costigan after the School Committee recommended that the two positions were blended into one. A new school principal, Patrick Riley, has also been hired.
- Due to the addition of a second pre-school room and the retirement of a special education teacher, the budget request reflects the hiring of a replacement special education teacher along with two educational assistants due to higher enrollment of special needs students.
- The School Committee recommended increases in the substitute daily rates for teachers, educational assistants, and the nurse.

Superintendent Costigan paused to answer any questions and there were none. Superintendent Costigan noted that Heather Harper (Administrator of Business and Finance) and Kolby Blehm (School Committee Chair) have joined the meeting.

Secondary Budget has decreased 8.17% due to lower number of enrollments at Nauset, less transportation costs, and fewer special education students enrolled.

The total school requested budget is \$5,985,545 which is an increase of 1.31% over last year's budget. Superintendent Costigan thanked the Task Force members and ready to answer any questions.

Chair Weinstein thanked Superintendent Costigan for her presentation and provided Superintendent the opportunity to respond to the following topics:

- Chair Weinstein noted that the school was rated as “mediocre” by Jack Peak, host of Lower Cape Television’s “Peak Time”, when he compared the school to other adjacent community schools.
- The concerns of some community residents regarding high expenditures for students enrolled outside of Truro.
 - Superintendent Costigan replied that as a new superintendent she is developing an Entry Plan with input from constituents and stakeholders to determine strengths and weaknesses of the school. From this information, Superintendent Costigan will then develop a Strategic Plan that will cover the educational strategies for the next 3-5 years to address concerns. Superintendent Costigan also noted that Truro only has a Tuition Agreement with Nauset. The Tuition Agreement with Nauset and the cost per pupil is approximately \$23,000 per pupil. Superintendent Costigan also addressed student achievement and that classes under 10 do not get reported which can skew Massachusetts Comprehensive Assessment System (MCAS) data lower. Superintendent Costigan added that the school has other metrics to which the school assesses student achievement and growth. She noted that she was encouraged by the significant improvement of MCAS test scores during the pandemic when compared to other schools in the state as well as Truro’s results last year. She attributed this to the establishment of cohorts, instead of classrooms, during COVID-19 that reduced the number of students per teacher ratio. For example, one grade of sixteen pupils had a teacher, an educational assistant, a specialist teacher, and often an academic support teacher which was a ratio of 4:1. She was proud of the individual attention that each child receives from the school.
- Select Board Member Dundas expressed concern about the transition from the elementary school to middle school but thanked Superintendent Costigan for her efforts to make this transition smoother. Select Board Member Dundas asked Superintendent Costigan as to the size of next year’s sixth grade at the school.
 - Superintendent Costigan responded first to Select Board Member Dundas’ concern and noted that she already has a scheduled sit-down meeting next week with Nauset middle school teachers who receive Truro students. The purpose will be to obtain their information and feedback so she can facilitate improvement for all students in the transition. Superintendent Costigan said that this year there were only two 6th grade students so there was a proposed mixed 5th/6th grade. Superintendent Costigan said that a survey was recently sent out to predict next year’s 6th grade enrollment at Truro

Central School and the initial feedback was mixed with the challenge being the class size.

- Finance Committee (FinCom) Chair Panessiti commented that it was very challenging to forecast an accurate school budget when so many variables are at play to include population shift between April and November. (FinCom) Chair Panessiti asked Superintendent Costigan what the Town can do to provide a quality education yet mitigating cost to meet that obligation.
 - Superintendent Costigan noted that her budget forecast started last October and that there are variables to consider including the need for special education.
- Town Accountant Brazil asked Superintendent Costigan to clarify about tuition costs as well as the new construction project of the new Nauset High School.
 - Superintendent Costigan explained that since Truro is not part of the Nauset Region, so Truro is not responsible for capital costs to include the building of the new Nauset High School which is a significant savings. The Tuition Agreement is negotiated every three years and will be renegotiated in 2024. Superintendent Costigan concluded that there are many advantages to being an independent and not all of them are financial.
- Chair Weinstein noted the challenge of developing a budget along with the population shift as well as special situations which may arise. Chair Weinstein mentioned a situation where it was required by Massachusetts law for the Town to provide transportation and other resources to one student which increased the budget by nearly \$500,000. Chair Weinstein asked Superintendent Costigan to provide an overview of the relationship between Truro and Cape Cod Regional Technical High School in Harwich.
 - Superintendent Costigan said that Cape Cod Regional Technical High School tuition is covered by the Town and not her budget. She added that she would serve as a liaison in a case where a Truro special education student attended the school.
- Chair Weinstein thanked Superintendent Costigan and that her reply was what he expected. Chair Weinstein commented that he wanted the public and parents to have a better understanding of the Truro school's budget and those items with which Superintendent Costigan had no control.
- Town Manager Tangeman highlighted several things which he and Superintendent Costigan had discussed prior to today's budget meeting:
 - New Childcare Voucher Program for 2-year-old children
 - Reflected in the budget
 - Created a need for a new pre-school teacher
 - An increase of 9 students in pre-school this year
 - Discussion about a proposal to amend the Childcare Voucher Program for 2-year-old students due to the success and demand of the pilot program.
 - Superintendent Costigan noted that the addition of the second program was opened to all 3 and 4-year-old children of Truro residents and Truro employees who wanted 5 days of school. Typically, the class had 14-16 students. The priority was for 4-year-old children who were preparing to enter kindergarten. Due to the lack of childcare in Truro, the decision was made to implement the program. There are currently 25 children, including 6 children of Truro employees, who are enrolled.
- There were no other questions for Superintendent Costigan and Chair Weinstein thanked her for her presentation and efforts on behalf of the children. Superintendent Costigan thanked everyone and left the meeting. Chair Weinstein then turned over the meeting to Town Manager Tangeman.

Accounting

Town Manager Tangeman asked Town Accountant Brazil to present. Town Accountant Brazil provided the following budget highlights:

- The proposed budget increase in salary/wages for FY23 over FY22 is just over \$5,000 or 2.9%.
- The purchase of services budget includes a request of \$2,500 in support outside of the audit that is paid for by the Select Board's budget.
- The supplies budget is slightly reduced by \$65.
- There is a slight decrease of \$40 in conferences as one member of the Truro accounting team will not attend the annual Auditor and Accountant Association School this March.
- Overall, the proposed budget is an increase of \$7,490.75 or 4.12% increase.

Chair Weinstein noted that there were no questions, so he thanked Town Accountant Brazil for her presentation. Town Accountant Brazil thanked Chair Weinstein for the opportunity.

Finance Director

Town Manager Tangeman asked Finance Director Lessin to present, and Finance Director Lessin thanked the Finance Department staff for its hard work. Headlines of the budget include:

- Financial transition of the Clerk's office to the Finance and Collections' office
- Reduction of the professional and technical budget by \$5,000
- Announcement of a new way for taxpayers to pay property taxes and vehicle excise tax

Select Board Member Dundas asked about benchmark for online payments or other examples of success. Finance Director cited Provincetown and Somerville as having successful online payment methods. There was a discussion of digitizing older records which date back several decades and Finance Director Lessin said that the priority would be due work with current records first and then work backwards.

Select Board Member Areson asked if taxpayers would be charged a fee for using the online payment method and Finance Director Lessin said that if taxpayers paid with a credit card, they would pay a fee but not for payments paid by electronic checks.

Chair Weinstein asked that Town Manager Tangeman and Finance Director Lessin to explain the creation of the new position of Finance Director to the taxpayers. Town Manager Tangeman noted that the position was created and budgeted by the previous town manager but not filled. Town Manager Tangeman explained that when he arrived, he had 16 direct reports which was cumbersome, so he made the recommendation to the Select Board to change that. Town Manager Tangeman looked at the Town of Bourne as an example to reorganize the Finance Department and to make it more efficient in terms of management, oversight, resourcing, and technology.

There were no other questions, so Chair Weinstein thanked Finance Director Lessin for his presentation and Finance Director Lessin thanked Chair Weinstein.

Planning Department

Chair Weinstein asked Town Accountant Brazil to explain to the public the background that resulted in the creation of the position, Town Planner/Land Use Counsel, and the hiring of Town Planner/Land Use Counsel Carboni. After Town Planner/Land Use Counsel Carboni introduced herself, Chair Weinstein asked Town Planner/Land Use Counsel Carboni to present.

Town Planner/Land Use Counsel Carboni noted that she has served in the position since April 2021. The Planning Department has three buckets:

- Permitting that supports the Planning Board and Zoning Board of Appeals
- Long-term Planning that includes the Local Comprehensive Plan Committee, the Welsh Property Committee, and the Economic Development Committee
- Other that includes other Planning Department activities

Town Planner/Land Use Counsel Carboni provided an overview of the budget:

- Majority of the budget is Town Planner/Land Use Counsel Carboni's salary
- Request for \$7,800 for digitization to reduce old paper records and file cabinets

Town Planner/Land Use Counsel Carboni also highlighted other budget related items:

- A Westlaw subscription for \$2,400 to assist her in legal searches required for her role
- Request for funding to pursue additional certifications and credentials for her role
- Request for an increase in fees for certain permit applications as current fees don't cover the cost of advertising for public hearings

Select Board Member Areson asked Town Planner/Land Use Counsel Carboni about the reduction in hourly costs for public hearing minute taking and Town Planner/Land Use Counsel Carboni said that those costs now fall under the Town Clerk.

Chair Weinstein asked Town Planner/Land Use Counsel Carboni if her requested salary in the FY23 budget was \$134,401.77 which is about a \$5,000 increase from the previous year. Town Planner/Land Use Counsel Carboni said that it was and that it was due to a step increase of 1.45% over the previous year. Town Accountant Brazil confirmed that Town Planner/Land Use Counsel Carboni's figures were correct.

Chair Weinstein noted that the request for \$7,800 for digitization and the Westlaw subscription for \$2,400 seem necessary.

Chair Weinstein asked Town Planner/Land Use Counsel Carboni to clarify the request for \$3,500 for line item #57030.10 for planning and procurement. Town Planner and Land Use Counsel Carboni replied that this is the cost associated for her to take training, fees and obtain certification from the American Institute of Certified Planners (AICP).

Chair Weinstein thanked Town Planner/Land Use Counsel Carboni for her presentation and Town Planner/Land Use Counsel Carboni thanked Chair Weinstein.

Proposed Override for Fire/Rescue Staffing

Chair Weinstein invited Town Manager Tangeman to provide an introduction of Fire Chief Collins and his presentation on the proposed override for Fire/Rescue staffing.

Town Manager Tangeman noted that Fire Chief Collins had presented a SAFER (Staffing for Adequate Fire and Emergency Response) grant request at the last Select Board meeting. The Select Board approved the application for the SAFER grant that would pay for 4 firefighters/paramedics. The grant, if approved, would pay for the salaries and benefits of these 4 firefighters/paramedics. As a result of four firefighters/paramedics' resignations last summer, Truro faced a staffing crisis that resulted in a serious disruption in calls for service. Town Manager Tangeman invited Fire Chief Collins for the proposed override for Fire/Rescue staffing.

Fire Chief Collins noted that the application for the SAFER grant was submitted this morning, and hopefully, it will be approved. Fire Chief Collins then presented a PowerPoint presentation dated 1/25/2022 to discuss the proposed override for fire/rescue staffing.

Fire Chief Collins highlighted the following:

- The department currently staffs 2 firefighters on duty 24 hour per day
 - Required state minimum to operate an ambulance
 - Current staffing level leaves no margin for error
 - Operational challenges have no ability to absorb open shifts
 - Minimal staffing levels can increase firefighter fatigue
- A 3-person crew accomplishes 22 fireground tasks faster than a 2-person crew
- Increased staffing does:
 - Increase deployment capability
 - Reduces response times
- Reviewed the grand total cost for 4 firefighters/paramedics override = \$327,946.32
- Increased staffing could result in lower homeowner insurance

Fire Chief Collins summarized the following:

- Current staff model is at a bare minimum with no ability to account for absences
- Suitable staffing levels increases life safety and increases property conservation
- Suitable staffing levels reduce the impact of staffing shortages
- Suitable staffing levels are a force multiplier
- Suitable staffing levels has the potential to reduce overtime costs

Chair Weinstein thanked Fire Chief Collins for his presentation and noted that Truro would be in competition for the same talent, yet at the salaries offered, would likely be prohibitive for a single firefighter, or one with a family, to live in Truro due to increasing real estate prices.

Chair Weinstein asked Fire Chief Collins what challenges existed for hiring talent especially when other Barnstable County departments offered significantly higher salaries. Fire Chief Collins said that Truro could never afford to pay a fireman to live in Truro and that people leave departments for a variety of reasons such as personal factors. Fire Chief Collins said that the compensation analysis that is currently

being conducted will reveal how Truro compares to other Cape Cod communities. Fire Chief Collins noted that the three biggest challenges are: recruitment, retention, and training.

Chair Weinstein thanked Fire Chief Collins for his comments and insight.

Select Board Member Areson and Town Manager Tangeman discussed how the SAFER grant, if approved, provides salaries and benefits for 4 firefighters/paramedics for three years which is a great savings for Truro. Town Manager Tangeman said that he has had an initial conversation with Town Counsel on this topic. If Truro is approved for the SAFER grant, and the override is approved, the language could be flexible to allow funds to be used for the potential purchase of capital equipment and/or apparatus for the fire department. Fire Chief Collins clarified that SAFER grant monies can not be used to purchase for apparatus. Select Board Member Areson then confirmed with Town Manager Tangeman that override monies would be used only for fire service apparatus.

FinCom Chair Panessiti noted that this is good budgeting to reinforce the fire chief's concerns and reconfirm the comments by Select Board Member Areson. Town Accountant Brazil stated that the cost of outfitting for turnout gear and training are not covered by the SAFER grant. Fire Chief Collins emphasized that the process for the SAFER grant is first an electronic review where the application is scored. If the application receives an acceptable score, it then is subject to a peer review which is conducted at the National Fire Academy in Maryland. This is a highly competitive and national process.

Select Board Member Areson wanted to ensure that the voters know exactly what they are voting for in the stated purpose of the override. Select Board Member Areson asked Fire Chief Collins if an approved SAFER grant could be for 2 firefighters/paramedics and Fire Chief Collins said it would not. The SAFER grant is a \$1M grant and not less.

FinCom Chair Panessiti assured everyone that government finance must raise and appropriate funds unlike personal finance.

Select Board Member Dundas asked Fire Chief Collins when the electronic review of the SAFER application will occur, and Fire Chief Collins said that there was no date specified but he will check if an anticipated "*turn down letter*" will be sent prior to the Town meeting.

Chair Weinstein asked Fire Chief Collins if there were any penalties associated with not using all the SAFER grant monies within a specified period. Fire Chief Collins said that the \$1M grant monies are not issued at one time and that there is a "*period of performance*" to meet the goal of the grant.

Chair Weinstein thanked Fire Chief Collins for his presentation and comments. Fire Chief Collins thanked everyone.

Chair Weinstein asked Town Manager Tangeman if there was any other business and Town Manager Tangeman replied that there was not. Chair Weinstein thanked everyone for their participation and asked for a motion to adjourn the meeting.

Select Board Member Dundas made a motion to adjourn at 3:51 pm.

Select Board Member Reed seconded the motion.

So voted, by majority voice vote with no objections, motion carries.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Alexander O. Powers". The signature is written in a cursive style with a large initial "A" and a distinct "P" at the end.

Alexander O. Powers
Board/Committee/Commission Support Staff

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

Others Present: Town Manager-Darrin Tangeman, Assistant Town Manager-Kelly Clark, DPW Director-Jarrold Cabral, Fire Chief-Tim Collins, Eversource Right of Way Agent-Marissa Jackson, Carol Bishop, Charter Review Committee Chair-Brian Boyle, Charter Review Committee Vice Chair-Nancy Medoff, Charter Review Committee Member-Meg Royka, Charter Review Committee Member-Cheryl Best, Charter Review Committee Member-William Golden, Charter Review Committee Member-Robert Panessiti, Charter Review Committee Member-Chris Lucy, Daniel Silva, Pamet Harbor Commission Chair-Tim Silva, Shellfish Advisory Committee Chair-Dan Smith, Shellfish Advisory Committee Vice Chair-Gary Sharpless

Chair Weinstein called the meeting to order at 5:03pm.

Public Comment-None

Public Hearing-Pole Hearing Eversource-Old County Road (Eagle Neck Creek Project). Ms. Jackson explained that Eversource received a request to accommodate some construction along Old County Road. In order to accommodate that, they need to move some infrastructure (relocate an existing pole and install a new pole). DPW Director Cabral walked the Select Board through the work being done.

Member Rein made a motion to approve the removal and replacement of two poles and raise aerial cables, terminals and associated facilities at 0 Old County Road.

Member Reed seconded.

Roll Call Vote:

Member Rein-Aye

Member Areson-Aye

Member Reed-Aye

Member Dundas-Aye

Chair Weinstein-Aye

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

Board/Committee/Commission Appointments

Interview and Appoint: Carol Bishop-Council on Aging Board

Ms. Bishop introduced herself. Member Reed asked if Ms. Bishop would like to share any ideas she had regarding programs for the Council on Aging. Ms. Bishop noted that the luncheons are not well attended any more. She wonders if it has something to do with the cost and thought perhaps there were grants that could help. Another idea she has is to pair school children with the seniors for activities.

Member Areson made a motion to appoint Carol Bishop to a three-year term on the Council on Aging Board which expires June 30, 2025.

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: Daniel Silva-Economic Development Committee

Mr. Lucy let the Chair know that Mr. Silva was attempting to log onto the meeting. He asked if his interview could be postponed for a couple of topics while he tried to log in. Chair Weinstein agreed to move to the next item and wait for Mr. Silva to appear.

Staff/Committee Updates

Charter Review Committee: Discussion of Votes from 11.22.2021 Meeting Deliberations on Planning Board Elected vs. Appointed and Term Limits of 3 vs. 5 years.

Chair Weinstein asked Chair Boyle to summarize what occurred at the 11.22.2021 meeting.

Chair Boyle called a meeting of the Charter Review Committee to order at 5:24pm. He took a roll call vote to begin.

Roll Call Vote:

Member Best-Aye

Member Royka-Aye

Member Lucy-Aye

Member Medoff-Aye

Member Panessiti-Aye

Member Golden-Aye

Chair Boyle-Aye

So voted; 7-0-0, motion carries.

Member Best thinks there is a lot of misunderstanding around the motion regarding the Planning Board. She prepared a statement which she'd like to read. Both Chairs, Weinstein and Boyle, agreed to Ms. Best reading her statement, which she proceeded to do. Chair Weinstein maintains that the Charter Review Committee has not fulfilled the obligations of the Charge. He asked that going forward a public hearing be held to gather opinions from the public. Member Panessiti has been involved in Truro politics for over 20 years and has never been as personally attacked as he's been in this committee for the past year. He went on to explain that remark. A discussion was had between Charter Review Committee members and the Select Board.

Member Best made a motion to adjourn the Charter Review Committee meeting at 6:22pm.

Member Medoff seconded.

Roll Call Vote:

Member Best-Aye
Member Medoff-Aye
Member Panessiti-Aye
Member Golden-Aye
Member Lucy-Aye
Member Royka-Aye
Chair Boyle-Aye
So voted; 7-0-0, motion carries.

Interview and Appoint: Daniel Silva-Economic Development Committee

Mr. Silva introduced himself and spoke about his interest in joining the Committee. Member Reed wished to state that Chequessett Chocolate has two bays in both Tradesman Park North and South, but because this is an advisory committee and does not impact her financially she is comfortable voting but wanted to share her disclaimer. Member Areson asked if he was up to date on what the Committee was doing because they are starting a series of forums. Mr. Silva stated it was brought to his attention. Chair Panessiti fully supports Mr. Silva's application to serve, and he stated he had brought him up to speed on what is expected.

Member Reed made a motion to appoint Daniel Silva to an unexpired term which expires June 30, 2023.

Member Rein seconded.

Roll Call Vote:

Member Rein-Aye

Member Areson-Aye

Member Reed-Aye

Member Dundas-Aye

Chair Weinstein-Aye

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

Staff/Committee Updates

Board/Committee Report: Pamet Harbor Commission-Chair, Tim Silva

Chair, Tim Silva, introduced himself to the Board. He has been the Chair of the Pamet Harbor Commission for 24 years. The Commission has finally started meeting again. Goals for the Commission are the following:

- Look at the North jetty to try to extend to the North more to protect the Harbor and the Bay from erosion.
- Working to get the environmental window changed to allow for earlier dredging.
- A new committee member is exploring grants to help offset some of the dredging costs to the Town.

Member Reed asked if the Select Board could be more helpful in fulfilling any of the goals or challenges the Commission is experiencing. Chair Silva stated that once he is able to speak with Assistant Town Manager Clark, who is out on maternity leave, he'd be happy to come back and express any ways the Board could help.

Tabled Items-None

Select Board Action

Discussion and Approval of Updates of Pamet Harbor Commission and Shellfish Advisory Committee Charges.

Town Manager Tangeman read over the Charge of the Pamet Harbor Commission. Chair Weinstein offered what he thought would be an improvement on the language for item #1 in their Charge. Chair Silva likes the change in wording and feels that the rest of the Charge is in order.

Chair of the Shellfish Advisory Committee, Dan Smith, would like to work more closely with the Pamet Harbor Commission on issues such as water quality. Vice Chair of the Shellfish Advisory Committee, Gary Sharpless, had some minor edits. Chair Weinstein had a suggestion regarding when the Shellfish Advisory Committee should give an update to the Select Board. Chair Smith added his suggestions and all parties agreed mutually.

Member Reed made a motion to adopt the new charges as presented for the Pamet Harbor Commission and the Shellfish Advisory Committee with the approved amended changes.

Member Areson seconded.

Roll Call Vote:

Member Rein-Aye

Member Areson-Aye

Member Reed-Aye

Member Dundas-Aye

Chair Weinstein-Aye

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

Review and Approval of Applying for SAFER Grant

Chief Collins is seeking approval to write a SAFER Grant. SAFER stands for Staffing for Adequate Fire and Emergency Response. He gave an update to the public on how the fire department is staffing now and the operational challenges they are facing. He then proceeded to go over the grant objectives and federal award information. Member Reed asked what would happen after 3 years of funding if he were to get the grant. Chief Collins stated that he would lobby strongly against not hiring the staff back, however there is no language that states the Town has to do so. Town Manager Tangeman interjected to state that we do not have enough staff to maintain operations. Member Areson asked if there would be enough applicants (dependent on us receiving the grant) and what the deadline for using the grant money would be if we cannot fill the positions. Chief Collins explained that there is a period of performance, and we would have to accomplish that within the period of performance window which does account for hiring and training. He also stated that finding firefighter-trained paramedics and trained firefighters is very difficult because of the closing of the Barnstable Fire Academy and Covid. This grant would allow us to expand out our applicant pool and potentially hire people who are just paramedics who would go right to the fire academy. Chair of the Finance Committee, Robert Panessiti, joined in and said that the Finance Committee did support the staffing increase that was brought to Town Meeting in 2020 initially and then 2021.

Member Rein made a motion to approve application by the Town of Truro for the Fiscal Year 2021 Staffing for Adequate Fire and Emergency Response (SAFER) Grant Program.

Member Reed 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 Approval of Policy 66: Town of Truro Public Communications Policy

Chair Weinstein would first like to focus on the body of the policy. Member Reed would prefer correction option #1 and is ready to support the policy with that option. Member Rein is in agreement with Member Reed. Member Dundas opposes the document unless they strike the word “misinformation” from the corrections and use a different term. Chair Weinstein offered a variation and asked if that was amenable. Member Areson also offered a substitution. Member Dundas agreed. Discussion was held regarding how to handle publishing corrections for mistakes printed.

Member Reed made a motion to adopt Policy 66: Town of Truro Public Communications Policy and to electronically sign; including Member Dundas’ amended suggestion (to strike the word, *misinformation*, and instead substitute, *inaccurate information*), Member Areson’s language that has been agreed on by the majority of the Board (striking the word, *utilizing*, under II-Policy, second paragraph, and instead using the word, *using*), and the suggested change from Town Manager Tangeman regarding striking the word *rare*, and where Member Areson’s suggestions related to Corrections-Option #2 should go (move last sentence of Corrections-Option #2 to Corrections-Option #1).

Member Dundas seconded.

Roll Call Vote:

Member Rein-Aye

Member Areson-Aye

Member Reed-Aye

Member Dundas-Aye

Chair Weinstein-Aye

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

Set Open and Closing Dates for 2022 Annual Town Meeting Warrant and Discussion on Potential Location and Date Postponement of the 2022 Annual Town Meeting

Town Manager Tangeman stated that right now, in accordance with the Town Charter, the Warrant should be open for submission of articles 90 days before the date of Town Meeting and shall remain open for 30 days. There is a discussion amongst Town Managers around delaying their Town Meetings because of Omicron and the increase of cases. A decision on a

date does not have to be made today on a delay for Town Meeting but it's something that should be in the back of everyone's mind. If that is the case, we may have to consider holding Town Meeting outside which would entail looking at a date which would have conducive weather. Discussion was held regarding preference of holding an outdoor Town Meeting vs. indoor, and also to be cognizant of any important dates which a Town Meeting may be in conflict with. Chair Weinstein would like to have a motion regarding the opening and closing of the Warrant and postpone any vote on an Annual Town Meeting for a further meeting.

Member Areson made a motion to open the Warrant for the 2022 Annual Town Meeting on January 26, 2022 at 8:00 AM and to close the Warrant for money articles on February 4, 2022 and for petitioned articles on February 25, 2022.

Member Reed seconded.

Roll Call Vote:

Member Rein-Aye

Member Areson-Aye

Member Reed-Aye

Member Dundas-Aye

Chair Weinstein-Aye

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

Review and Approve Dedication and Theme of the 2021 Annual Town Report

Town Manager Tangeman stated that the recommendation for this year's theme be "Planning for Truro's Future".

Member Reed made a motion to table this item and bring back on a future 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.

Consent Agenda

Town Manager Tangeman noted that the estimate for temporary increased population should be 16,526.

Member Reed made a motion to approve the Consent Agenda as printed.

Member Dundas 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.

Select Board Reports/Comments

Member Dundas thanked the DPW team for providing support for a funeral that had to occur on Friday, right after a storm. The Cemetery Commission and the DPW worked together and were able to get access for the family to bury their loved one. He had a conversation with the Provincetown Water and Sewer Board and discussed how they are testing for Covid. He will attend a School Committee meeting this week and will report back on that.

Member Rein spoke about the passing of Anders Grimm.

Member Areson reminded people about the public hearing on February 1, 2022, at 5:00pm for the CPC. The CPC will be hearing from applicants for grant monies and then will be making a vote on which applicants get a certain amount of money. Secondly, the Historical Commission has received a grant for the Truro Historic Self-Guided Tour booklet. This was published a couple years ago. They are hoping to receive enough money to publish 5,000 copies this time around.

Member Reed stated that during last night's Charter Review Committee meeting an agenda item regarding having the school be involved in the Budget Task Force process came up. The Committee asked for guidance from the Select Board. Member Reed explained the process and asked that the topic be on a future agenda for clarification on that process along with gender neutral language that is being worked on with Town Counsel.

Chair Weinstein attended a meeting of the Planning Board regarding a couple mandatory site plan reviews in the Seashore. He also attended the Charter Review Committee meeting.

Town Manager Report

Town Manager Tangeman participated in the Economic Development Committee engagement meeting and is pleased with the feedback received from the sector of agriculture and charter fishing. He's looking forward to future meetings. He encouraged citizens to take the Truro Community Survey to inform Local Comprehensive Plan, Walsh Property Community Planning Committee efforts, and Housing Authority efforts. The Compensation and Classification Study kicked off last week and we're in the midst of engaging employees on the questionnaires that are to be filled out. Union stewards have been informed of the study. The EMS study has also started and is in the process of data collection. By this Friday, he should have the study regarding the feasibility of the homes on the Walsh property. He concluded his report, stating the Town is seeking CPC funds for digitization.

Next Meeting Agenda: Regular Meeting-February 8, 2022

Town Manager Tangeman went over the draft agenda.

Member Reed noted that the Charter Review Committee won't be having another meeting until the end of February (they are on this agenda to discuss proposed recommendations to Truro Charter). If Charter Review hasn't had a hearing regarding their proposed recommendations, should they be given the opportunity to move up their date to discuss said

proposed recommendations? Charter Review Committee member Panessiti stated that last year they held their public hearing in conjunction with Candidate's Night. This year, the Committee has agreed that perhaps they should have two hearings; the first being in the Spring as part of the Pre-Town Meeting, and the second being in the Fall to align with people on what they may be thinking about the Charter.

Member Reed made a motion to adjourn at 8:24pm.

Member Areson seconded.

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

Respectfully submitted,

Noelle L. Scoullar

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

Public Records material of 01.25.2022

1. Eversource Engineering details/map/Petition/Public Hearing Advertisement
2. Application to Serve-Carol Bishop and COA Chair's endorsement
3. Application to Serve-Daniel Silva
4. Shellfish Advisory Committee Charge/Revised Charge/Edits from Committee
5. Pamet Harbor Additional Charge to the Pamet Harbor Commission/1998 ATM Article 20:
Revised Pamet Harbor Commission Charge/Pamet Harbor Commission Revised
Charge/S. Areson Pamet Harbor Commission Charge
6. Pgs. 3, 4 & 7 of the Notice of Funding Opportunity (NOFO)
7. Revised Draft Policy 66: Town of Truro Public Communications Policy
8. Application to Serve-Eric Morea and Pamet Harbor Commission Chair's endorsement
9. Estimate of the Temporary Increase Population ABCC Form for 2021 and 2022
10. Select Board Regular Meeting Minutes of 12.14.2021
11. Budget Task Force Meeting Minutes of 01.10.2022

