



Truro Select Board

Tuesday, May 17, 2022

Regular Meeting-6:00pm

REGULAR MEETING

<https://meet.goto.com/169764517>

1-877-309-2073 Access Code: 169-764-517

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: 169-764-517 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/169764517> Please note that there may be a slight delay (15-30 seconds) between the meeting and the live-stream (and television broadcast). If you are watching the meeting and calling in, please lower the volume on your computer or television during public comment so that you may be heard clearly. We ask that you identify yourself when calling in to help us manage multiple callers effectively.

1. PUBLIC COMMENT

2. PUBLIC HEARINGS -NONE

3. INTRODUCTION TO NEW EMPLOYEES-NONE

4. BOARD/COMMITTEE/COMMISSION APPOINTMENTS

A. Interview and Appoint: Lindsey White-Recreation Advisory Committee

5. STAFF/ COMMITTEE UPDATES

A. Town Manager Update: Vacancies on Boards/ Committees

6. TABLED ITEMS -NONE

7. SELECT BOARD ACTION

A. Election of Select Board Officers (Chair, Vice-Chair and Clerk)

Presenter: Robert Weinstein, Chair

B. Review and Approve Select Board Liaison List

Presenter: Chair, Select Board

C. Goals & Objectives Process

Presenter: Chair, Select Board

D. Review and Adopt Select Board Policy 67: Surplus Policy

Presenter: Alex Lessin, Finance Director: Treasurer/ Collector of Taxes

E. Request to Declare Police Vehicle as Surplus

Presenter: Jamie Calise, Police Chief

F. Letter to Holtec Decommissioning International

Presenter: Stephanie Rein, Select Board

G. Select Board Approval of Burn Permit Fees

Presenter: Tim Collins, Fire & Rescue Chief

H. Jams Market-New Transient Vendor and Common Victualer License

TOWN OF TRURO
3:34 pm

MAY 13 2022

RECEIVED
TOWN CLERK

NS

Presenter: Scott Cloud, Owner/Manager

8. **CONSENT AGENDA**

A. Review/Approve and Authorize Signature:

1. Application for Entertainment License; 20 Summers at Truro Vineyards
2. Event Notification Form for MassDOT-New England Endurance Events
3. Application for Entertainment License; Truro Educational Farmers Market
4. Application for Entertainment License; Payomet, Inc.
5. Host Community Agreement Extension for High Dune Craft Cooperative

B. Review and Approve Appointment Renewals: None

C. Review and Approve 2022 Seasonal Business Licenses: Hillside Farmstand and Accent on Design - Transient Vendor, Blackfish Restaurant-Common Victualer,

D. Review and Approve Select Board Minutes: Regular Meeting Minutes of 3.8.22; SB Work Session Minutes of 3.18.2022, Regular Meeting Minutes of 3.29.22

9. Select Board Reports/Comments

10. Town Manager Report

11. Next Meeting Agenda: Regular Meeting-May 24, 2022

TOWN OF TRURO
3:34 pm

MAY 13 2022

RECEIVED
TOWN CLERK
NS



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: May 17, 2022

ITEM: Application to Serve

EXPLANATION: Lindsey White submitted an application to serve on the Recreation Advisory Committee. Appointing this applicant fill four of the five full member seats on this Committee. Staff recommends that this be a two-year appointment so that term expiration dates on the Committee are staggered. The three current members all have term expiration dates of June 30, 2025, in accordance with Section 6-2-6 of the Truro Charter.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The Recreation Advisory Committee will continue to have two full member vacancies.

SUGGESTED ACTION: *Motion to appoint Lindsey White to the Recreation Advisory Committee for a two-year term expiring June 30, 2024.*

ATTACHMENTS:

1. Application to Serve

Truro

Application to Serve on a Board or Committee

Last Name

White

First Name

Lindsey

Middle Initial

M

Email Address

[REDACTED]

Phone Number

[REDACTED]

Address (Street)

2 Josephs Rd

Address (City)

Truro

Address (State)

MA

Address (Zip Code)

02666

Mailing Address (Please indicate box number and zip code)

PO BOX 669

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

RCVD 2022MAY5 PM1:42
ADMINISTRATIVE OFFICE
TOWN OF TRURO

Are you a full-time resident of Truro?

☒ Yes

☐ No

Are you registered to vote in Truro?

☒ Yes

☐ No

What Board/ Committee Are You Applying For?

Recreation Commission

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

I'm interested in joining the recreation commission to increase opportunities for Truro families.

Have you attended a meeting of the committee listed above?

☐ Yes

☒ No

Have you read the charge of the committee?

☒ Yes

☐ No

Have you met with the chair of the committee?

☐ Yes

☒ No

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

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

I currently work at the Truro Central School as a special education teacher for K-4. Also I work part time after school with a student with Autism who lives in the Truro Community.

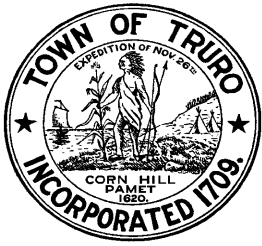
Briefly list any other relevant experience such as professional work, training, education, etc. A resume is NOT required. If you choose to attach a resume, it will become a public document.

Signature

Lindsey M White

Date

May 05, 2022



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Darrin Tangeman, Town Manager

REQUESTED MEETING DATE: May 17, 2022

ITEM: Vacancies on Select Board- Appointed Boards and Committees

EXPLANATION: As is typical, many appointments to Select Board- appointed boards and committees will be expiring on June 30th. In the past, incumbents in these positions fail to provide their paperwork in a timely manner and staff is burdened with making frequent contacts to ensure that all necessary forms are complete. As most boards have at least one, if not more, seats that expire on June 30th each year, a substantial amount of staff time is required to monitor, remind, and prepare these documents for each incumbent during a compressed time period.

In an effort to encourage recruitment, community engagement and to alleviate administrative burden, staff will be sending an email to all board and committee members to let them know that if their membership is expiring, they will need to re-apply for their position and all associated paperwork will be required to be considered for appointment by the Select Board. Until their paperwork is complete, they cannot be considered for reappointment and their seat shall not be "held." New applicants to the seats will be required to submit their application in advance of being considered for appointment by the Select Board and, if appointed, all other paperwork will be required prior to being sworn in. If there are applications from both an incumbent and a new applicant for a seat, both applications will be submitted to the Select Board for consideration of an open seat. Hopefully, this will encourage more engagement as new applicants are able to apply for seats regardless of whether the incumbent is interested in re-appointment. This procedure will also encourage incumbents to

submit their paperwork in a timely manner for consideration.

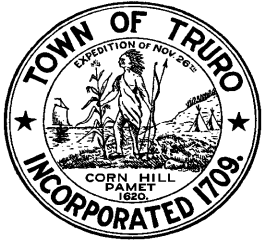
Applications for contested seats will be forwarded to the Board for consideration during the Board/Committee Appointment section of the June 21, 2022 Board meeting and subsequent meetings as required. Applications by incumbents *who have completed all of the required paperwork* for uncontested seats will be included in the consent agenda as is traditional.

Board/committee members can identify the expiration date of their appointment by visiting the board/committee's page on the Town of Truro website. A list of the required documents for board/committee members is available on the Town Clerk's page of the Town of Truro website in the "Policy Packet" section: <https://www.truro-ma.gov/town-clerks-office/pages/policy-packet>.

With all paperwork and appointments completed in this way, board and committee members are taking care to manage their own responsibilities to be eligible to serve, thus alleviating back and forth with the staff. Additionally, new applicants may be encouraged to apply to serve as seats are no longer held for members whose terms are expiring.

SUGGESTED ACTION: None, discussion only.

ATTACHMENTS: None.



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: May 17, 2022

ITEM: Election of Select Board Officers

EXPLANATION: As this is the first Select Board meeting held since the Annual Town Election on May 10, 2022, the annual election of the Chair, Vice Chair and Clerk of the Board should occur.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Chair, Vice Chair and Clerk would remain the same.

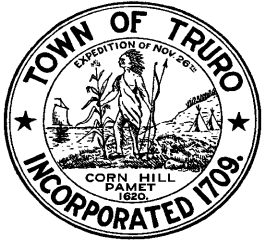
SUGGESTED ACTION:

Motion to approve _____ as Chair of the Select Board.

Motion to approve _____ as Vice-Chair of the Select Board.

Motion to approve _____ as Clerk of the Select Board.

ATTACHMENTS: None



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: May 17, 2022

ITEM: Approval of Select Board Liaisons

EXPLANATION: As this is the first Select Board meeting held since the Annual Town Election on May 10, 2022, the Board should review and designate Select Board liaisons to other appointed and elected committees. The attached list includes the most recent Select Board liaison assignments.

SUGGESTED ACTION: *Motion to approve the revised list of liaison assignments.*

ATTACHMENTS:

1. Current (FY22) Liaison assignments
2. Select Board Liaison Policy (Policy Memorandum #34)

BOARDS AND COMMITTEES' LIAISON LIST

Board/ Committee/ Commission	Select Board Liaison FY2022	Select Board Liaison FY2023
Agricultural Commission	Stephanie Rein	
Appeals, Zoning Board of	John Dundas	
Assessors, Board of	Kristen Reed	
Beach Advisory Commission	Stephanie Rein	
Bike and Walkways Committee	Bob Weinstein	
Cable and Internet Advisory Committee	Kristen Reed	
Cemetery Commission	John Dundas	
Charter Review Committee	Kristen Reed	
Climate Action Committee	Stephanie Rein	
Commission on Disabilities	Stephanie Rein	
Community Preservation Committee	Sue Areson	
Concert Committee		
Conservation Commission	Stephanie Rein	
Council on Aging Board	Bob Weinstein	
Cultural Council	Kristen Reed	
Economic Development Adhoc Committee	Kristen Reed	
Energy Committee	Bob Weinstein	
Finance Committee	Sue Areson	
Health, Board of	Sue Areson	
Historical Commission	Sue Areson	
Housing Authority	Kristen Reed	
Human Services Committee	Kristen Reed	
Library Trustees	Bob Weinstein	
Local Comprehensive Planning Committee- REPRESENTATIVE	Sue Areson	
Open Space Committee	Sue Areson	
Pamet Harbor Commission	Sue Areson	
Planning Board	John Dundas	
Recreation Advisory Commission	Sue Areson	
Recycling Committee	Kristen Reed	
School Committee	John Dundas	
Shellfish Advisory Committee	Bob Weinstein	
Taxation Aid Committee	Kristen Reed	
Truro Concert Committee	John Dundas	
Walsh Property Community Planning Committee	Stephanie Rein	

TOWN OF TRURO

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

Policy Memorandum #34

Date: Revised June 3, 2014; October 17, 2017

Subject: Selectmen Liaison Policy

The Truro Board of Selectmen hereby adopts the following policy for the Board of Selectmen Liaison position that provides for the inter-working, communication and coordination with all of the standing Town Multi-member Boards, Committees, and Commissions.


Annually, the Board of Selectmen will assign Selectmen to serve as a liaison to all of the standing Town Multi-member Boards, Committees and Commissions. The Selectmen Liaison is not a member of the committees he/she is assigned to and will have no voting privileges.

Liaison Responsibilities:

1. The Selectmen Liaison will not be expected to attend meetings on a regular basis. The Selectmen Liaison should attend meetings when significant issues are being discussed and/or action is to be taken and upon the invitation of the Chair.
2. The Selectmen Liaison is encouraged to attend at least one meeting in order to introduce themselves to committee members and to brief the committee on the role and purpose of the liaison position.
3. Upon assignment, the Selectmen Liaison will distribute this policy memorandum to the Chair of each assigned committee.
4. The Selectmen Liaison will establish a working relationship with the Chair of each committee they are assigned to and be available for consultation when needed.
5. The Selectmen Liaison will be the point of contact for those multi-member bodies they are assigned to. The Liaison is responsible for communicating relevant information and actions by the Board of Selectmen to their assigned committees. They are also responsible for reporting back to the Board of Selectmen any developments, information and actions taken by their assigned committees relevant to the work of the Board of Selectmen.

Multi-Member Boards, Committees and Commissions Responsibilities:

1. The Chair of each multi-member body will ensure that the Selectmen Liaison is sent advance notice of each meeting as well as all meeting agendas and minutes.
2. The Chair will inform the Selectmen Liaison of any significant issues under current or potential future discussion that are relevant to the roles and responsibilities of the Board of Selectmen or that may require future action by the Board of Selectmen.
3. The Chair will invite the Selectmen Liaison to meetings when needed with as much advance notice as possible in order to ensure attendance.
4. The Chair will request through the Selectmen Liaison a joint meeting with the Board of Selectmen when the multi-member Body determines that an issues requires:
 - A. the action of the Board of Selectmen;
 - B. direction from the Board of Selectmen; or,
 - C. specific information or guidance needs to be provided to the Board of Selectmen on an issue under the purview of the Multi-member Body.
5. For those Multi-member Bodies where members are directly or jointly appointed by the Board of Selectmen, a vacancy should be immediately reported to the Town Manager and the Selectmen Liaison so that the vacancy can be filled in an appropriate and timely manner.


Paul Wisotzky, Chairman


Maureen Burgess, Vice-Chairman


Robert Weinstein, Clerk


Janet Worthington

Jay Coburn

Board of Selectmen
Town of Truro



Agenda Item: 7C

TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Darrin Tangeman, Town Manager

REQUESTED MEETING DATE: May 17, 2022

ITEM: Select Board Goals and Objectives Process for FY2023

EXPLANATION: The FY2022 Select Board Goals and Objectives were finalized in October 2021, leaving 8 months for progress on these goals. The Goals and Objectives adopted by the Board in October were the result of a comprehensive process that spanned over multiple meetings and three months. Due to the recency and the thoroughness of this recent process and the limited timeline to complete the objectives, staff recommends that the Board consider holding a work session in June to review the FY2022 Goals & Objectives to remove the completed objectives, add any immediate and necessary objectives, and make any necessary amendments to the prioritization of the objectives for the upcoming fiscal year. After the work session, the Board can hold a public hearing in accordance with Section 4-2-11 of the Truro Charter.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: N/A

SUGGESTED ACTION: *Motion to hold a Select Board work session on June 14, 2022 to finalize the Draft Select Board FY2023 Goals and Objectives in advance of a public hearing.*

ATTACHMENTS:

1. FY2022 Goals and Objective Progress and Plan of Action from April 2022

Obj. #	Objective	Goal(s) Addressed	Select Board Ambassador	Present Status	Next Steps
1	<i>The Select Board will write a letter to the Cape Cod Commission providing an accurate report of the inadequacy of internet services and requesting funding and support to resolve the infrastructure deficiency by December 1, 2021.</i>	A, D, E	John Dundas	Member Dundas presented a letter to the County requesting ARPA funds for prioritized projects in Truro including broadband, wastewater and affordable housing at the December 14, 2021 Select Board meeting.	SUBSTANTIALLY COMPLETE
2	<i>The Select Board will support and encourage projects that protect and restore our coastal environment including these current and ongoing projects: A) Pamet River Tidal Flow Restoration and Watershed Study B) East Harbor Culvert Replacement C) Mill Pond and Eagle Creek Repairs and Improvement D) Little Pamet Watershed Study and Culvert Repair E) Coastal Management</i>	C	Stephanie Rein	A) Site investigation and preliminary design analysis complete. Waiting for final approval from Cape Cod Conservation District for funding the next phase of engineering. B) MIG has completed the culvert replacement phase of the project. Next will be the repairs of the two gate chambers. Water flow from Moon Pond and East Harbor is scheduled to resume next Monday. Work is scheduled to be completed June 2022. C) Eagle Neck Creek Culvert replacement and salt marsh restoration is still under construction and is scheduled to be completed by mid-June. The roadway is schedule to be open late May/early June. Mill Pond paid for by DER. Mill Pond is currently in phase two of engineering which includes design alternatives for the culvert replacement. Permitting and outreach to follow. D) All preliminary analyses are complete. Next phase is final design analysis, permitting and outreach. Funding for the next phase is currently under discussion with DER and the USDA. E) Coastal Studies compiled an inventory of the low lying roads in the 4 town project area as a geospatial data layer in the Shoreline Management geodatabase. Data layer will be truthed locally by staff from each town. The Center for Coastal Studies is completing the second year of the second CZM Coastal Resiliency grant for our 4 Town Shorefront Management project with a plan for how the Towns will use the "Intermunicipal Shoreline Management geodatabase" (ISMG). The municipal staff team is formulating plans to apply for a third grant application to include development of access agreements for the ISMG, Resource area cell management planning, and implementation of the sand-banking system. The team is also looking at other grant sources to develop an organizational framework for the management plan itself.	As part of the quarterly update process, include a brief presentation from Public Works Director Cabral/ Health & Conservation Agent Beebe on the agenda to report on progress of projects. Staff is managing the progress of these projects. There will likely be an opportunity for a Coastal Management presentation in May/ June 2022 for updates and to discuss next steps in Coastal Management process. DPW Director also continues to post updates on environmental projects to the website on a bi-weekly basis.
3	<i>The Select Board will review all Town owned land to assess possibilities for municipal use, housing, economic development open space, and/or possible disposition to be completed by the end of FY2022.</i>	A, B	Kristen Reed	Principal Assessor developed a list of properties.	Schedule a Work Session to begin discussions about best uses and additional information needed.
4	<i>Upon completion of the Local Comprehensive Plan, the Select Board and Town Manager will work jointly to create a Town mission statement. (Continued into FY2023)</i>	D	Susan Areson	No progress--FY2023 Objective	Begin process in winter/spring 2023 (LCP to go to 2023 Annual Town Meeting)
5	<i>To maintain vital EMS services on the Outer Cape the Select Board will support a local and regional analysis of options and if needed develop proposals to present at the 2022 Annual Town Meeting.</i>	D, E	Robert Weinstein	Override presented for (4) firefighter/ paramedics at 2022 Town Meeting and Town Election ballot. Study complete. Report will be presented at April 12, 2022 Select Board Meeting.	A work session may be held after Annual Town Election to discuss next steps based on outcome of the Election and the recommendations of the report.
6	<i>The Select Board will submit a letter each to the Planning Board and the Economic Development Committee by the end of FY2022 outlining the Select Board's priorities in housing, zoning, land use and economic development in an effort facilitate collaboration and joint efforts.</i>	A, B, C	John Dundas	No progress	A work session will be held in spring 2022 to discuss these priorities and to outline a letter that will be drafted by the Ambassador and will be presented to the Board for review and discussion at a subsequent meeting.
7	<i>The Select Board will annually hold joint work sessions with participation from the Truro Housing Authority, Planning Board and Zoning Board of Appeals to develop housing initiatives that will diversify the range of seasonal, year-round and transitional housing for people of varying income levels. The Select Board will provide an update on these efforts by the end of FY 2022.</i>	B, D	Susan Areson	A round table session was led by Ambassador Areson in March that included the chairs of the Planning Board, the Zoning Board of Appeals, and the Truro Housing Authority, plus the Town Manager and the Town Planner/ Land Use Counsel. The group determined the framework for collaboration in the future.	Round tables will continue so that any proposed 2023 Town Meeting articles can be prepared and/or discussed.
8	<i>To improve Town employee recruitment and retention the Select Board will support and actively participate in a comprehensive compensation analysis and then implement and integrate the findings and recommendations in the budgeting process for FY 2023</i>	A, D	Kristen Reed	Data is collected and analysis is underway. Report expected to be finalized in late April or May.	Following the presentation of results, Select Board may wish to hold a meeting to discuss implementation.
9	<i>The Select Board will rework, update and set clearer objectives in Policy 54 and Policy 31, and will work to enhance compliance.</i>	E	Susan Areson	Preliminary discussions held at Board Meetings.	Ambassador will work with Staff to draft revised policies and to identify potential ways to increase compliance.
10	<i>The Select Board will explore the creation of a Municipal Housing Trust under MGL c. 44 s.55C and if agreed, prepare an article for approval at Town Meeting.</i>	A, B, D, E	Kristen Reed	An article is included on the 2022 Annual Town Meeting Warrant to accept MGL c. 44, s.55C.	SUBSTANTIALLY COMPLETE
11	<i>The Select Board will promote the Local Comprehensive Planning Committee and process along with the work of the Economic Development Committee and encourage community participation and will provide regular updates.</i>	A, D	Susan Areson	Ambassador regularly attends meetings of the LCPC and EDC and provides updates.	Ambassador will continue current efforts.

12	<i>The Select Board will provide support to and collaborate with the Climate Action Committee and the Energy Committee in the creation of a Climate Action Plan for the Town of Truro, as well as to work with the Climate Action Committee to develop a policy memorandum that facilitates and guides progress in all relevant areas toward a "Net Zero Truro" by 2050, and will ask for updates at least twice per year.</i>	A, C, D, E	Stephanie Rein	A Work Session with the CAC was held on October 8, 2021. The CAC drafted a list of objectives from the Workshop.	Ambassador will work with CAC to draft a policy memorandum that will be presented to the Select Board for review and discussion.
13	<i>The Select Board will provide resources in the FY2023 budget to increase the digitization of town services and records, and address cybersecurity and will lay the groundwork for a five-year digitization and cyber security plan that will be initiated in FY2024.</i>	A, D, E	John Dundas	Town Clerk Fullerton submitted grants for digitization and records storage to the CPC and the Community Compact Grant Program. Digitization efforts included in the 2022 Annual Town Meeting Warrant: Clerk/ Planning record digitization, additional financial transparency and budgeting software modules, building permit software, and CPA request for digitizing Town records.	In spring 2022, department heads will identify department functions that are digitized and will prioritize areas that should be digitized in the future.
14	<i>Through the Town of Truro representatives to the Provincetown Water & Sewer Board, the Select Board will encourage steps toward full cycle water usage for Provincetown and Truro, and a status report will be given at least annually at the Select Boards' joint meeting.</i>	A, C, D, E	John Dundas	Ambassador appointed to Provincetown Water & Sewer Board. Most recent meetings held on January 13, 2022; February 10, 2022; and March 17, 2022.	Ambassador will begin to draft objectives/ steps to help encourage full cycle water usage. Staff to begin scheduling joint Provincetown & Truro Select Board Meeting for Water Update.
15	<i>The Select Board will review the efficacy of and the participation in the childcare voucher program and make recommendations based on findings to inform the FY2023 budget process.</i>	A, D, E	Stephanie Rein	Voucher Program administration procured and in first half of year 8 children were approved for vouchers (6 residents and 2 Town of Truro employees' children). Applications for the second half of the year are in. Two 2022 Annual Town Meeting articles are submitted by the Select Board to continue the program for another year in an expanded age capacity and to expand the program to children of Truro business owners and staff.	Ambassador and staff will continue to review program data so that, if successful, an article can be included on the 2023 Annual Town Meeting Warrant to make the program(s) permanent.
16	<i>The Select Board will review the Senior Needs Assessment and explore the feasibility and the cost and social impact of expanding services and programs for seniors to inform the FY2024 budget process. (Continued into FY2023)</i>	A, D, E	Stephanie Rein	No progress--FY2023 Objective	Ambassador will review existing Senior Needs Assessment and programming in spring 2022 and will determine if an updated assessment should be completed. Will begin dialogue with COA Director and COA Board in spring 2022 about information needed.
17	<i>The Select Board will work with the Walsh Property Community Planning Committee to build on areas of common ground and build consensus on those specific initiatives and a vision for Truro with consideration for the Local Comprehensive Plan.</i>	A, B, C, D, E	Robert Weinstein	Library Director Ford is offering a series of workshops titled "Building Bridges, not Walls." One session was held and it reached capacity (10 people). The Talk to Us, Truro Community Survey culminated in a joint meeting to review the survey results in April, which was very productive and collaborative. Staff anticipates that chairs of LCP, WPCPC, EDC, and Housing Authority will work together in some capacity moving forward.	Ambassador will work with WPCPC Liaison to encourage Committee members to register.
18	<i>The Select Board will work with the Local Comprehensive Plan Committee to build on areas of common ground and build consensus on those specific initiatives and a vision for Truro with consideration for the Walsh Property planning process. (Continued into FY2023)</i>	A, B, C, D, E	Susan Areson	Library Director Ford is offering a series of workshops titled "Building Bridges, not Walls." One session was held and it reached capacity (10 people). The Talk to Us, Truro Community Survey culminated in a joint meeting to review the survey results in April, which was very productive and collaborative. Staff anticipates that chairs of LCP, WPCPC, EDC, and Housing Authority will work together in some capacity moving forward.	Ambassador will work with LCP Liaison to encourage Committee members to register.
19	<i>The Select Board will develop and implement a "Civility Pledge" that will be read at the beginning of all meetings of the Select Board and all Select Board- appointed boards, committees and commissions, and will request that elected boards do the same. (Continued into FY2023)</i>	D, E	Susan Areson	No progress--FY2023 Objective	Ambassador will research communities that may have a similar pledge and will draft a pledge for review and discussion at a Select Board meeting.
20	<i>The Select Board will initiate a revised cost estimate of a multi-phased approach for a new Department of Public Works Facility at a yet to be determined site in the FY2023- FY2027 Capital Improvement Plan.</i>	D	Robert Weinstein	Staff secured revised cost estimates and presented on three locations to the Select Board.	The Board will need to deliberate on the three locations and choose a path forward so that a revised cost estimate for the facility can be presented at a Budget Task Force Meeting for discussion on how to best proceed with financial planning for this project.
21	<i>By the end of FY 2022, the Select Board will invite the Massachusetts Cultural Council to present to the Select Board, Economic Development Committee and the Truro Cultural Council on the process of creating a designated cultural district in Truro. (Continued into FY2023)</i>	A	Kristen Reed	No progress--FY2023 Objective	Ambassador, Town Manager, and Town Planner will coordinate with the Cultural Council to schedule the presentation for the Board.



Agenda Item: 7D

TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Alex Lessin, Finance Director: Treasurer/ Collector of Taxes

REQUESTED MEETING DATE: May 17, 2022

ITEM: Review and Adopt Select Board Policy 67: Surplus Policy

EXPLANATION: Provided for your review, comment and adoption is Select Board Policy 67: Surplus Policy. The Select Board must approve written procedures for depositing of surplus property in accordance with Massachusetts General Law c.30B, s.15f. The draft policy before the Board is based on a model procurement policy from and includes the feedback of Town Staff. The policy was crafted by staff trained in Massachusetts procurement law, Finance Director Alex Lessin and Town Planner and Land Use Counsel Barbara Carboni. Public Works Director Jarrod Cabral, Police Chief Jamie Calise, IT Director David Wennerberg, Town Accountant Trudi Brazil, Truro School Superintendent Stephanie Costigan and Assistant Town Manager Clark and Town Manager/Chief Procurement Officer Darrin Tangeman all provided feedback on operational impacts and best practices.

The policy codifies the Town's existing practices for declaring property valued under \$10,000 as surplus. The process for declaring property valued over \$10,000 is outlined in Massachusetts General Law, Chapter 30B.

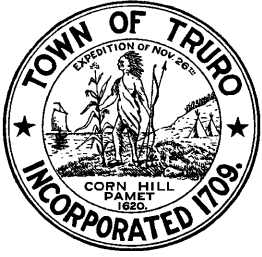
FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Truro will not be in compliance with Massachusetts General Law, c. 30B

SUGGESTED ACTION: *MOTION to adopt and electronically sign Select Board Policy 67: Surplus Policy.*

ATTACHMENTS:

1. Draft Select Board Policy 67: Surplus Policy



TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

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

SELECT BOARD POLICY MEMORANDUM #67

Date: Adopted May 17, 2022

Subject: **SURPLUS POLICY**

Disposal of Surplus Supplies

- A. This Policy applies to all tangible property of the Town, except real property, having resale or salvage value, but identified as:
- Surplus – excess or no longer required or needed
 - Obsolete – no longer functions for its intended purpose
 - Replaced – the Town has replaced the item with a new or updated item.

Property that falls under these categories will be referred to as “surplus” in the remainder of this policy.

- B. All department heads must provide written notice to the Town Manager of any surplus supplies. The Town Manager shall determine how and where such surplus supply is to be stored pending disposal or other disposition by the Town and shall inform the department head of such determination.

1. In the case of surplus property owned by the School Department, including obsolete educational materials, the Superintendent or their designee shall submit a list of surplus materials to the School Committee and the Town Manager annually for their review. The School Committee shall determine if the identified property is valued at \$10,000.00 or greater, in which case the property must be disposed of as surplus in conformance with the procedures of General Laws Chapter 30B, Section 15. If the School property is valued at less than \$10,000.00, the School Committee shall ensure the property is disposed of as provided herein.

- C. The Town Manager shall solicit interest in the surplus property from all other departments of the Town to determine if there is an alternate use of it. In the event any the property can be used by any other department, and the Town Manager determines that such alternate use is in the best

Agenda Item: 7D1

interests of the Town, the Town Manager may make such property available for use by that department.

Additionally, The Town Manger may solicit interest in the surplus property from other communities or other governmental agencies. In the event any of the property can be used by another governmental entity, and the Town Manager determines that such alternate use is in the best interests of the Town, the Town Manager may make such property available for use by that entity by sale, swap, or other conveyance.

- D. If no other Town department or government entity expresses an interest in the surplus property, the Town Manager shall determine if the identified property is valued at \$10,000.00 or greater, in which case the property must be disposed of as surplus in conformance with the procedures of General Laws Chapter 30B, Section 15.
- E. If the Town Manager determines that the value of the surplus property at less than \$10,000.00, the Town Manager may dispose of the surplus property as provided herein.
- F. If the Town Manager determines that the surplus property has no resale or salvage value, the Town Manager shall dispose of such property at the least cost to the Town, e.g., if the property has become obsolete, or the property requires work to be done prior to sale that would be equal to or more than the likely value thereof, the item may be recycled, or if that is not possible, disposed of as waste.
- G. For surplus property that has a resale or salvage value, where it is determined that no other department has an interest in the property, the property may be disposed of pursuant to the procedure set forth in subsection I below.
- H. The Town Manager, in his/her discretion, may elect one of the following methods of disposal, with the objective of yielding the greatest return for the Town:
 - 1. Solicit written or oral bids from at least two (2) companies that deal in such property, maintaining a written record of the names and addresses of the companies from which a bid was solicited;
 - 2. Hold a "tag sale" at which surplus property shall be offered to the public by advertising the sale in a newspaper of general circulation in the Town, and by posting notice of the sale on the Town website at least seven (7) calendar days prior to the sale; or
 - 3. Advertise the surplus property for sale on the Town's website and/or on any responsible internet site that offers such property for sale at least fourteen (14) calendar days prior to the sale. Any such advertisement shall state the sale date, the date by which a bid shall be submitted to the Town, and shall prescribe the format in which a bid shall be submitted (written and delivered to a prescribed address, by e-mail, by fax or otherwise).
 - 4. In all cases, the surplus property shall be sold to the person offering the highest purchase price, net of any off-set or costs conditioning the prospective buyer's offer.
 - 5. In the case of vehicles or equipment, the Town Manager may authorize the use of the vehicle for 'trade in' value toward its replacement. All payments should be made either

Agenda Item: 7D1

by check payable to the Town of Truro or by verification that the agreed upon trade-in value has been credited towards the purchase of replacement vehicle or equipment. The Town Manager will sign a Bill of Sale or Purchase Order after confirmation of payment or verification of agreed upon credit for trade value and prior to the successful bidder/purchaser taking possession of the surplus item.

6. With respect to surplus public safety equipment, the police and fire Chiefs will provide written notice to the Town Manager that disposal of same comports with this policy and other applicable law.
7. If the Town does not receive a bid or offer to purchase the surplus property pursuant to any of the above-referenced methods, the Town Manager may dispose of the property as waste, or in any other manner consistent with law.

Robert Weinstein, Chair

Kristen Reed, Vice-Chair

Susan Areson, Clerk

Stephanie Rein

John Dundas
Select Board-Town of Truro



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Police Department

REQUESTOR: Jamie M. Calise, Chief of Police

REQUESTED MEETING DATE: May 17, 2022

ITEM: Request to Declare Police Vehicle as Surplus

EXPLANATION: The Police Department's 2017 Dodge Durango (#735) is no longer in service. The vehicle has approximately 120,000 miles on it and is retired in accordance with Select Board Policy 55: Replacement of Police Vehicles and best practices. The Board is requested to surplus the Durango, with an estimated value of approximately \$8,000, so that it can be sold to defray the cost of the replacement vehicle.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Vehicle will remain at Public Safety Complex and out of service.

SUGGESTED ACTION: *Motion to declare the Police Department's 2017 Dodge Durango (#735) as surplus and to direct the Town Manager to proceed with the appropriate disposal of the vehicle in accordance with Select Board Policy 67: Surplus Policy.*

ATTACHMENTS: None



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: May 17, 2022

ITEM: Pilgrim Nuclear Power Plant Decommissioning Letter to Holtec

EXPLANATION: At the February 22, 2022 Select Board meeting, Member Rein requested that the Board consider drafting a letter to oppose the Pilgrim Nuclear Power Plant's plan to release radioactive water into Cape Cod Bay.

The company that owns Pilgrim, Holtec International included "overboarding" the water from the spent fuel pool and other systems, which means releasing it into the bay, as one of their options for getting rid of the material, although Attorney General Maura Healey has stated that Pilgrim's permits prohibit the release of radioactive into Cape Cod Bay. While Holtec has committed to not releasing any water into the bay in 2022, the Select Board may wish to draft a letter to Holtec and to State legislators in opposition of future water release.

Cape Cod Bay is integral to Truro's local blue economy, local food sources, recreation, and tourism. The proposal has unknown impacts on the aquifer; could threaten the health of our citizens, visitors, and marine and coastal life; and could threaten the local economy.

The Select Board voted for Member Rein to draft a letter from the Select Board to be sent to Holtec and State Officials. A letter from the Brewster Select Board served as an example of a letter that could be drafted to oppose the release of the radioactive water. Member Rein's draft letter is included for the Board's approval and consent to send.

SUGGESTED ACTION: *Motion to approve the letter to Holtec and State Officials opposing Pilgrim Nuclear Power Plant's plan to release radioactive water into Cape Cod Bay and further to authorize the use of the Board's electronic signatures to sign the letter.*

ATTACHMENTS:

1. Proposed Letter to Holtec



TOWN OF TRURO
24 TOWN HALL ROAD
TRURO, MA 02666
Phone: (508) 349-7004
Fax: (508) 349-5505

Kelly Trice, President
Holtec Decommissioning International
1 Holtec Boulevard
Camden, NJ 08104

May 17, 2022

Dear Mr. Trice:

The Town of Truro Select Board strongly opposes any plan by Holtec to release radioactive water from the decommissioned Pilgrim Nuclear Power Plant into Cape Cod Bay at any time in the future.

Your published plan to release radioactive water into Cape Cod Bay, an environmentally-fragile area, presents an ecological and economic threat to the Town of Truro, located on Cape Cod Bay, Truro's residents, and visitors.

Your website states:

"Decommissioning is the process by which nuclear power plants are **safely retired from service**. The progression involves decontaminating the facility to reduce residual radioactivity, dismantling the structures, **removing contaminated materials to appropriate disposal facilities** and releasing the property for other uses. The owner remains accountable to the NRC until decommissioning has been completed and the agency has terminated its license."¹

Your website further states:

"Contaminated materials can be disposed of in two ways:

decontaminated on site or removed and shipped to a waste processing, storage or disposal facility.”²

Your proposal to discharge radioactive water into Cape Cod Bay is inconsistent with your own corporate assertions. Discharging radioactive water into Cape Cod Bay, designated as a State Ocean Sanctuary in 1970, will threaten the thousands of people who depend on Bay waters for aquaculture, recreation, business, and residential purposes, and the discharge is a threat to the Bay’s animal, finfish, and shellfish populations as well as coastal and marine habitats.

We strongly oppose your proposal to discharge radioactive water into Cape Cod Bay and urge you to determine a safe and responsible method to manage the contaminated water at issue.

Sincerely,

Robert Weinstein, Chair

Kristen Reed, Vice Chair

Susan Areson, Clerk

Stephanie Rein

John Dundas

CC: Governor Charlie Baker
State Senator Julian Cyr
State Representative Sarah Peake
State Representative Timothy Whelan

¹ <https://holtecinternational.com/company/divisions/hdi/our-fleet/pilgrim/>

² <https://holtecinternational.com/company/divisions/hdi/our-fleet/pilgrim/>



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Fire Department

REQUESTOR: Tim Collins, Fire Chief

REQUESTED MEETING DATE: May 17, 2022

ITEM: Select Board Approval of Burn Permit Fees

EXPLANATION: Burn permits in Truro are issued and monitored by the Truro Fire Department. Open air permits are issued during open burning season that runs from the 15th of January through the 1st of May. The Department issues between 250 and 300 permits annually, often needing to schedule overtime or per diem staff to support the burn permit program. To address the resources required to operate the program and to bring the Town into alignment with fees charged in other communities, staff respectfully requests that the Select Board approve a \$25 fee for the permits. The permit is good for the entirety of the open burning season for use as many or as few times as the permitholder wishes to burn.

The \$25 fee is deposited into the Town's General Fund to generally defray the costs associated with managing the burn permits. During open burning there is increased call for services due to complaints of fires that get out of control or create a nuisance. During the peak times of the season, typically March and April, extra staff is required to issue permits and field increased calls for service to deal with issues arising from open air burning. Fees for burning in the Commonwealth typically range from free to \$25. Because of the size of Truro's department, there are less regularly scheduled staff on a shift, thus requiring the addition of overtime and/or per diem assistance which necessitates a higher fee for burning. Please note that Truro offers the added convenience of online permitting.

FINANCIAL SOURCE (IF APPLICABLE): Receipts deposited to General Fund.

IMPACT IF NOT APPROVED: No fee would be charged for open burning permits in the Town

SUGGESTED ACTION: *Motion to approve the fee of \$25.00 for open air burn permits.*

ATTACHMENTS:

CMR 7.00 and 7.07

COMMONWEALTH OF MASSACHUSETTS

DEPARTMENT OF ENVIRONMENTAL PROTECTION

310 CMR 7.00 AIR POLLUTION CONTROL REGULATIONS

310 CMR 7.07 U OPEN BURNING

7.07: U Open Burning

(1) No person shall cause, suffer, allow, or permit the open burning of any combustible material.

(2) Regulation 310 CMR 7.07(1) shall not apply to:

(a) open burning for the purpose of combating or backfiring an existing fire by persons affiliated with an official fire fighting agency;

(b) open burning conducted primarily for cooking purposes; or

(c) open burning related to the operation of devices such as blowtorches and welding torches, for which no alternative source of heat can be used, provided that such devices do not cause a condition of air pollution.

(3) Except during periods of adverse meteorological conditions as may be determined by the Department when direct or public notice thereof has been made by the Department through the news media, Regulation 310 CMR 7.07(1) shall not apply to open burning conducted for:

(a) training or research in fire protection or prevention with specific approval by the Department;

(b) activities associated with the normal pursuit of agriculture which have been determined by the Department as necessary and which include but are not limited to, open burning of blueberry patches for pruning purposes, dead raspberry stalks, fruit tree prunings, and infected beehives for disease control;

(c) open burning of brush and trees resulting from agricultural land clearing operations;

(d) the disposal of fungus-infected elm wood provided that no suitable alternative method of disposal is available;

(e) the disposal of brush, cane, driftwood, and forestry debris excluding grass, hay, leaves, and stumps from January 15 to May 1 of each year.

All such open burning shall be conducted:

1. on land proximate to the place of generation,
2. at a location greater than 75 feet from any dwelling, and
3. between ten o'clock A.M. and four o'clock P.M.

No such open burning shall apply to commercial or institutional land clearing for non-agricultural purposes.

Open burning under this sub-section shall not be permitted in the Cities and Towns of Arlington, Belmont, Boston, Brookline, Cambridge, Chelsea, Chicopee, Everett, Fall River, Holyoke, Lawrence, Lowell, Malden, Medford, New Bedford, Newton, Somerville, Springfield, Waltham, Watertown, West Springfield, and Worcester, or where the Department has notified a city or town that:

1. open burning under this provision may cause or contribute to non-attainment of federal or state ambient air quality standards for total suspended particulates,
2. open burning under this provision may cause or contribute to a condition of air pollution, or
3. open burning under this provision is not permitted due to continued violation of the provisions for the proper conduct of such open burning. (Such action shall be taken only after said city or town has been given written notification of such violations and has in the opinion of the Department failed to take appropriate actions to prevent the continuance of such violations.)

Upon request of the Department the permitting authority of any City or Town shall notify the Department of the number of permits issued during any burning period.

(f) the disposal of combustible material with the approval of the Department and after demonstration to the satisfaction of the Department that no alternative suitable method of disposal is available;

(g) open burning as described in parts (a) through (f) must be conducted:

1. during periods of good atmospheric ventilation,
2. without causing a nuisance,
3. with smoke minimizing starters if starters or starting aids are used, and
- ¹*4. under the provisions of a properly executed permit issued under the provisions of Section 13 of Chapter 48 of the General Laws.

(4) Except as may be incidental to compliance with the provisions contained in 310 CMR 7.07(2) and (3) no person shall stack, place, or store combustible material in such manner as to cause or allow presumption by the Department that such material may be subject to reduction by open burning.

(5) Notwithstanding the provisions of Regulation 310 CMR 7.07(3) no person shall cause, suffer, allow or permit open burning at any refuse disposal facility other than an incinerator as described in Section 150A of Chapter 111 of the General Laws.

(6) Regulations 310 CMR 7.07(1) (2)(3)(4) and (5) are subject to the enforcement provisions specified in Regulation 310 CMR 7.52.

REGULATORY AUTHORITY

310 CMR 7.00 M,G.L. c 111, s 142B and s 142D.

¹ * Section 13 of Chapter 48, Massachusetts General Laws provides in part:

1. such permits may not be granted for more than two days from the date of issue, and
2. a written record must be maintained for each permit including the date of permit issuance, name and address of the person receiving the permit including the location and type of materials to be burned, and
3. such records must be available for public inspection.



Agenda Item: 7H

TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Darrin Tangeman, Town Manager

REQUESTED MEETING DATE: May 17, 2022

ITEM: Jams Market-New Transient Vendor and Common Victualer License

EXPLANATION: Common Victualler licenses are under the authority of the Select Board as the Local Licensing Authority (MGL Chapter 140 § 2). Although Jams Market previously had a Common Victualler and Transient Vendor license, as the business is under new ownership, this license request is submitted as a Select Board Action Item, rather than as a Consent Item.

If you approve this license for renewal, the license will be issued only upon compliance with all regulations, receipt of the necessary fees, and proof of taxes paid in full for the fiscal year. The Food Service Licenses have been issued by the Health Agent.

IMPACT IF NOT APPROVED: The applicant will not be issued the License to operate.

SUGGESTED ACTION: *MOTION TO approve the 2022 Transient Vendor and Common Victualler licenses for Jams upon compliance with all regulations and receipt of the necessary fees.*

ATTACHMENTS:

1. Application for 2022: Jams Market



**Town of Truro
Board of Health**

RCVD 2022/APR7 PM12:07
ADMINISTRATIVE OFFICE
TOWN OF TRURO

24 Town Hall Road, P.O. Box 2030, Truro, MA 02666
Tel: 508-349-7004, Extension: 131 Fax: 508-349-5508
Email: ebecbe@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) _____

Business Name: JAMS

Owner Name: Cape Provisions LLC

Email Address _____

Mailing Address: _____

Phone No. _____

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

Name: Garrison Scott Cloud

Email Address: _____

Mailing Address: 157 Noah's Mill Rd, Georgetown, SC 29440

Phone No: _____

24 Hour Emergency: _____

Section 3 – Business Operation Details

Number of Seats: 14 Inside: _____ 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: 5/1/22 To 10/31/22

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

Allergen Awareness Certification (attach copy):

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:

1/8/2022

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

ServSafe
National Restaurant Association

ServSafe® CERTIFICATION

GARRISON CLOUD

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).

17325807

CERTIFICATE NUMBER

10679

EXAM FORM NUMBER

1/14/2019

DATE OF EXAMINATION

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

1/14/2024

DATE OF EXPIRATION



#0655

A handwritten signature in dark ink, appearing to read "Sherman Brown".

Sherman Brown
Executive Vice President, National Restaurant Association Solutions



In accordance with: Model Rule Convention 2006, Resolution AQAN-068-2013 (Regulation 3.2, Standard A.2.2).

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This document cannot be reprinted or altered.
1/7/2017

v.1.23

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

CERTIFICATE OF ALLERGEN AWARENESS TRAINING

Name of Recipient: GARRISON CLOUD

Certificate Number: 5487134

Date of Completion: 2/16/2022

Date of Expiration: 2/16/2027



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

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

Issued By:



Massachusetts Restaurant Association
333 Turnpike Road, Suite 102
Southborough, MA 01772
508-303-9905
www.marestaurantassoc.org

NATIONAL
RESTAURANT
ASSOCIATION®
800.765.2122
www.restaurant.org



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/08/2022

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 Dowling & O'Neil Insurance Agency 973 Iyannough Road Hyannis MA 02601		CONTACT NAME: Tina Reeves PHONE (A/C No. Ext): (800) 640-1620 E-MAIL ADDRESS: treeves@dolins.com FAX (A/C No.):	
INSURED Cape Provisions LLC, DBA: JAMS 157 Noah's Mills Rd Georgetown SC 29440		INSURER(S) AFFORDING COVERAGE INSURER A: Northern Security Insurance Co., Inc. NAIC # 25992 INSURER B: Associated Employers Ins Co 11104 INSURER C: Mount Vernon Fire Insurance Company 26522 INSURER D: INSURER E: INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** CL2231404116 **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			03/15/2022	03/15/2023	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 Hired & Non-Owned Auto \$ INCLUDED
	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N Y N/A				03/15/2022	03/15/2023
C	<input type="checkbox"/> LIQUOR LIABILITY			03/15/2022	03/15/2023	\$1,000,000

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

Workers Compensation

Scott Cloud, President, is excluded from coverage.

Insurance coverage is limited to the terms, conditions, exclusions, other limitations, and endorsements. Nothing contained in the Certificate of Insurance shall be deemed to have altered, waived, or extended the coverage provided by the policy provisions

OWNED BY

APR 11 2022

RECEIVED BY:

CERTIFICATE HOLDER

CANCELLATION

Town of Truro
24 Town Hall Road

Truro

MA 02666

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.


AUTHORIZED REPRESENTATIVE

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Nina Richey

From: Scott Cloud [REDACTED]
Sent: Monday, April 11, 2022 12:52 PM
To: Scott Cloud
Cc: Nina Richey
Subject: Re: Business License

Thank you!

 **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: Caps Provisions LLC DBA JAMS

Address: 14 Tuna Center Rd

City/State/Zip: Truro, MA 02666 Phone: [REDACTED]

Are you an employer? Check the appropriate box:

<p>1. <input checked="" type="checkbox"/> I am an employer with 7 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, §14, 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 checked="" type="checkbox"/> Retail</p> <p>6. <input 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 corporation officers have exercised their exemption, 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: Dowling & Ornel

Insurer's Address: 157 Nichols Mills Rd

City/State/Zip: Georgetown, SC 29460

Policy # or Self-ins: [REDACTED] Expiration Date: 3/15/23

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 Investigation 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: [REDACTED] Date: 4/11/22

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 #: _____

www.mass.gov/dia

Please forgive typos and brevity this was sent from iPhone.

On Apr 11, 2022, at 12:40 PM, Scott Cloud [REDACTED]



Truro Select Board

Tuesday, May 17, 2022

Regular Meeting-6:00pm

8. CONSENT AGENDA

A. Review/Approve and Authorize Signature:

1. Application for Entertainment License; 20 Summers at Truro Vineyards
2. Event Notification Form for MassDOT-New England Endurance Events
3. Application for Entertainment License; Truro Educational Farmers Market
4. Application for Entertainment License; Payomet, Inc.
5. Host Community Agreement Extension for High Dune Craft Cooperative

B. Review and Approve Appointment Renewals: None

C. Review and Approve 2022 Seasonal Business Licenses: Hillside Farmstand and Accent on Design - Transient Vendor, Blackfish Restaurant-Common Victualer,

D. Review and Approve Select Board Minutes: Regular Meeting Minutes of 3.8.22; SB Work Session Minutes of 3.18.2022, Regular Meeting Minutes of 3.29.22

9. Select Board Reports/Comments

10. Town Manager Report

11. Next Meeting Agenda: Regular Meeting-May 24, 2022



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: May 17, 2022

ITEM: Entertainment License

EXPLANATION: 20 Summers has submitted an application for an Entertainment License for 5 dates (7.16/7.23/7.30/8.14/8.28) to hold outdoor concerts at Truro Vineyards from 5-10pm. Live entertainment (amplified) will be 1-3 performers on stage at a time with guitar, drums, keyboard.

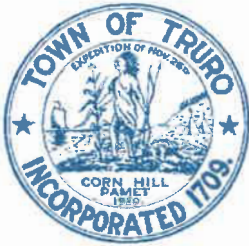
FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: 20 Summers will not be permitted to hold their entertainment series at Truro Vineyards.

SUGGESTED ACTION: *Motion to approve an Entertainment License for 20 Summers to hold a series of five dates of performances (July 16, July 23, July 30, August 14, August 28) from 5-10pm at Truro Vineyards, and Authorize the Chair to electronically sign.*

ATTACHMENTS:

1. Application for an Entertainment License



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

RCVD 2022APR22 AM7:52

ADMINISTRATIVE OFFICE

TOWN OF TRURO

Application for an Entertainment License

☒ Weekday ☒ Saturday ☐ Sunday

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

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

BUSINESS/ORGANIZATION INFORMATION

Alice Gong 20 Summers
Name of Applicant Business/Organization Name
PO BOX 864, Provincetown, MA 02657
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

Alice Gong [REDACTED] alice@20summers.org
Contact Person Phone Number Email

INDIVIDUAL APPLICANT INFORMATION

Individual's Name Mailing Address
Phone Number Email Address

EVENT INFORMATION

Fri 7/16, Fri 7/23, Fri 7/30, Sat 8/14, Sat 8/28 Outdoor Concert
Day (s)/Date (s) of Event for License to be issued Purpose of Event (example: fundraiser)
Hours of Event (from - to) 5-10pm
Truro Vineyards 11 Shore Rd, North Truro, MA 02652 Event is: ☐ Indoor ☒ Outdoor Event
Location (Must provide facility name, if any, street number and name) (Please check applicable box)
Kristen Roberts [REDACTED]
Property Owner Name and Address Phone number
Seating Capacity: n/a Occupancy Number: n/a
Blackfish Approximate number of people attending 100
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) 1-3 on stage at a time, guitar, drums, keyboa

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.

Signature

3/29/2021

Date

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

Office Use Only

☐ Fee \$50.00

APPROVAL

License No. _____

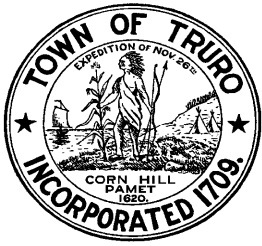
Select Board

Meeting Date

Police Department

Date

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



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: May 17, 2022

ITEM: Approval of MassDOT Event Notification Form

EXPLANATION: New England Endurance Events would like to hold their SOS Cape Cod Triathlon which winds its way through Wellfleet, Truro and Provincetown. They have worked with the Police and Fire Departments for any special details, and also with DPW Director Cabral. The race will be held on June 4th, a Saturday, between 7:00am and 11:00am. The Application for Permit for Organized Bike & Road Races has been approved by the Fire, Police and Department of Public Works. Town Manager Tangeman signed off on that application as the final approver. The Select Board are tasked with approving to sign the MassDOT Event Notification Form.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: New England Endurance Events would need to find alternate routes for their Triathlon.

SUGGESTED ACTION: *Motion to approve the MassDOT Event Notification Form and authorize the Chair to sign electronically.*

ATTACHMENTS:

1. MassDOT Event Notification Form, Application for Organized Bike/Road Race, Operations Plan, 2022 Bike Route.

EVENT NOTIFICATION FORM

Date: _____

Ms. Mary-Joe Perry
 District Highway Director, District Five
 MassDOT, Highway Division
 1000 County Street
 Taunton, MA 02780

Dear Sir:

Please be advised that the Grantee(s) of this Event _____ has notified the Board of Selectmen/City Council, Local Police Department, Local Fire Department and if applicable the State Police of its intention to conduct **road work/parade/race/ride** or other events impacting State Highways on Route(s) _____ in or through the City/Town(s) of _____ benefiting _____

The Grantee(s) of this Event understands that it must give the Police and Fire Departments at least 48 hours notice before the commencement of the proposed event.

The Grantee(s) must supply a Traffic Management Plan when the roadway is occupied and for all detours associated with said events to this Department and to all officials listed below. The Grantee(s) must notify the local and/or state police to set up a detour of this area with appropriate signs and barricades. The local Fire Department must be notified of the detour to ensure that measures will be taken to minimize disruption to the Fire Department's emergency service during the event. The Grantee(s) must also notify local media (newspapers, radio) of this proposed event.

The following signatures are required prior to the issuance of the Permit.

LOCAL POLICE DEPARTMENT

Signed: _____

Title: _____

City/Town: _____

Chief of Police
Truro

FIRE DEPARTMENT

Signed: _____

Title: _____

City/Town: _____

Fire Chief
Truro

BOARD OF SELECTMEN/CITY COUNCIL

Signed: _____

Title: _____

City/Town: _____

STATE POLICE DEPARTMENT

Signed: _____

Title: _____

City/Town: _____



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666
Tel: 508-349-7004 , Extension: 110 or 124 Fax: 508-349-5505

APPLICATION FOR PERMIT FOR ORGANIZED BIKE & ROAD RACES

Applicant: Kathleen Walker Email: kathleen@neeevents.com

Group Affiliation (If Any): New England Endurance Events

Mailing Address: 39 Eldridge Rd City: Brewster State: MA Zip: 02631

Phone: _____ Cell Phone: 617-240-4805

Type of Event (Please be specific as to number of persons, equipment to be used (if any), whether food or beverages will be served, parking arrangements, etc.):

The SOS Cape Cod first took place in 2019. Athletes start in Wellfleet and bicycle through Truro and Provincetown on their way to the National

Seashore trails off Collins Road, from where they will run and swim back to Wellfleet. 150 participants, 2 police details requested.

Streets &/or Roads to be Used:

Old County Road, Prince Valley Road, US- 6E (traveling in bike lane right-hand side of road), S. Highland St, Highland Rd, Shore Rd,

Date(s) and Hours Race/Event:

June 4, 2022 , 7am - 11am

Day: Saturday

Applicant is responsible for obtaining all necessary permits and inspections (see page 2)

If Town Beaches are being used the Use of Town Property MUST be completed in addition to this application.

I, as applicant for the above, do hereby acknowledge that the town is exempt from any liability for this activity. I, as applicant for the above, additionally guarantee that the area to be used will be cleaned and left free of any debris at the completion of said activity.

Kathleen Walker

Digitally signed by Kathleen Walker
Date: 2022.03.29 19:29:12 -0400

3/30/2022

Signature of Applicant

Date

Action by the Town Manager :

Date: 4/29/2022

☒ Approved as submitted

☐ Approved with the following condition(s): _____

☐ Disapproved with the following reason(s): _____

Signature of the Town Manager : [Signature]

RCUD 2022APR15 pnc357
ADMINISTRATIVE OFFICE
TOWN OF TRURO

APPLICANT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS & INSPECTIONS

Health/Conservation Agent Signature:

Building Commissioner Signature:

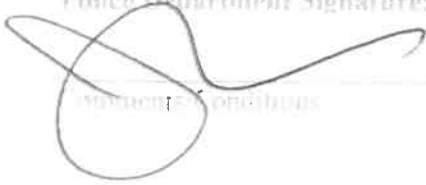
Comments/Conditions:

Comments/Conditions:

Permits/Inspections needed:

Permits/Inspections needed:

Police Department Signature:



Fire Department Signature:



Comments/Conditions:

Comments/Conditions:

DPW Signature:

Harbormaster Signature:

Comments/Conditions:

Comments/Conditions:

Recreation and Beach Director:

Other:

Comments/Conditions:

Comments/Conditions:

APPLICANT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS & INSPECTIONS

Health/Conservation Agent Signature: _____ Comments/Conditions: Permits/Inspections needed:	Building Commissioner Signature: _____ Comments/Conditions: Permits/Inspections needed:
Police Department Signature: _____ Comments/Conditions:	Fire Department Signature:  _____ Comments/Conditions: <i>No issues</i>
DPW Signature:  _____ Comments/Conditions:	Harbormaster Signature: _____ Comments/Conditions:
Recreation and Beach Director: _____ Comments/Conditions:	Other: _____ Comments/Conditions:



OPERATIONS PLAN

WELLFLEET-TRURO-PROVINCETOWN MULTI-STAGE RACE - 2022

- EVENT OVERVIEW
- RACE ORGANIZERS
- COMMUNITY IMPACT
- REFERENCES
- COURSE MAPS
- OPERATIONAL PLAN
- CONCLUSION

Contact:

Kathleen Walker
New England Endurance Events
39 Eldridge Rd.
Brewster, MA 02631
Cell: (617) 240-4805
Answering Service: (617) 240-5577
Email: kathleen@neeevents.com
Website: neeevents.com

What's New This Year:

- In the interest of minimizing inconvenience to residents and visitors, we have shifted the proposed date to early in the 2022 season: to **Saturday, June 4**. Due to the nature of this low-impact, low-participant event, all roads and beaches will be able to remain open.
- This event is **unlike** a typical "road race." Participants will leave the starting line at staggered intervals. Covering a long distance of 27 miles of cycling, 1.5 miles of swimming and 9 miles of running, participants quickly spread out along the course. By the time they reached the finish the time difference between all athletes will likely be over two hours.
- Slight change to run course in Wellfleet (see map on page 5)
- ***Should Covid remain a concern in June***, we will work with health authorities to implement a safe health plan, as we did in 2021.

Event Overview:

The *Wellfleet-Truro-Provincetown Multi-Stage Race* is an endurance event first held in June of 2019, then again in September of 2021 after a delay in 2020 due to Covid. With 125 athletes and their families staying in Wellfleet, Truro and Provincetown from three days up to two weeks, the event provided significant benefits to the communities of the Lower Cape as well as expanding the public's recognition of the area as one of the most beautiful and enjoyable places of New England.

Our charity partner is the **United Way of Cape Cod**.

This event is organized by Orleans residents **Kathleen Walker and Andrew Scherding**. Kathleen and Andy operate *New England Endurance Events*, a race direction and management company which currently stages seven annual triathlon events throughout New England — including the Wellfleet Sprint Triathlon.

EMT trained and lifeguard certified, Andy spent much of his childhood in Wellfleet, where his family continues to reside. Kathleen is a Certified Race Director by USA Triathlon: the governing body for the sport. She is also a certified lifeguard, and volunteers as Vice President of the Friends of the Cape Cod Rail Trail, as well as the YMCA's Lower Cape Development Committee.

Prior to the last two events, Kathleen and Andy met with the **Truro Town Manager** and **Wellfleet Select Board** to plan this race, as well as with the **CCNS Superintendent's Office; Wellfleet Beaches Administrator; Wellfleet, Truro and Provincetown Police; Wellfleet and Truro Fire/Emergency Services Chief; Wellfleet DPW** and **Wellfleet Conservation Committee**. The trustees of the **Wellfleet First Congregational Church** approved using the church's grounds for participant parking.

Community Impact:

Like many other endurance events in the U.S., this event attracts athletes from throughout the Northeast, the nation and the world, who stay in inns, resorts and cottages for the week or a long weekend. They dine in local restaurants, shop in local stores, and visit parks and other attractions in the region.

The National Park Service's own formula which calculates the economic impact of overnight visitors would indicate a total direct benefit of over **\$270,000** to Outer Cape businesses for an average three-day stay by the race participants (*Natural Resource Report NPS/NRSS/EQD/NRR —2018*). In addition, our budget indicates the race organization itself would disburse over **\$55,000** to local residents and vendors, for a total community benefit in excess of **\$325,000**.

The Course:

The event begins with a bike ride, starting at Mayo Beach in Wellfleet (riders setting off at staggered times) with a course that follows paved roads through Wellfleet, Truro and Provincetown, then returns to South Truro for dismount on quiet Collins Road. All roads remain open during the entire event, and cyclists are warned to stay on the right side of the road and follow all traffic regulations. While most of the roads are lightly traveled at this time of day, police details from Wellfleet, Truro and Provincetown provide support at points where vehicular traffic is higher.

From Collins Road, racers — now spread apart after a 27-mile bike ride — embark on a combination run/swim effort (9 miles of running, 1.5 miles of swimming, across seven legs) through National Seashore land and unpaved roads in the “ponds area” on the back side of Wellfleet. The runners would follow existing footpaths and both dirt and paved roads. There will be no running on animal trails, dunes or posted fragile areas. All directional signs are temporarily planted with wire stakes and removed that same weekend. The race ends across the road from the Wellfleet Elementary School.

The following pages show maps outlining the courses. Our experience has been that minor route changes are likely as we consult with police and fire chiefs as well as the National Park Service in the weeks leading up to race day.

The participants “spread out” as the race continues. As we saw in 2019 and 2021, **rarely were any two or three athletes near each other on the course**. No other people are allowed to accompany the participants in the Truro highlands and wooded areas.

Proposed Bike Course:



Proposed Run/Swim Course:



Operational Summary:

Event Type:	Triathlon: 27-mile bike, 1.5 miles total swim, 9-mile total run.
Event Location:	The race will begin at Wellfleet's Mayo Beach and end at the grassy strip next to the athletic field, across the road from the Wellfleet Elementary School.
Event Date:	Saturday, June 4, 2022
Time:	Start: 7am. All participants will be off the course by 1pm.
Participants:	125 — all of whom have proved their ability by having completed recent triathlons of a similar distance within set time limits.
Timeline:	Please see attached schedule
Setup/Cleanup:	<p>Setup will largely occur in the early morning hours: start/finish area, bike course (signs, traffic cones), run course (signs with wooden stakes to be placed in soft areas of the ground). Bike course signs would be placed during the day prior to the event, and then checked by our staff on race morning.</p> <p>For each of the three ponds which would host the swim courses, one vehicle per pond will access the landings in the morning to offload lifeguards, rescue equipment and race buoys. During the event those vehicles will remain parked in designated public parking locations.</p> <p>Cleanup of the course — including removal of all signs — will commence within minutes after the start of the race, with a "rolling" crew following the last participant.</p>
Stakeholders:	<p>The event team will thoroughly communicate and coordinate with these officials, stakeholders and interested parties, before and at the time of the event:</p> <ul style="list-style-type: none">National Seashore Superintendent's OfficeWellfleet Select BoardWellfleet Town AdministratorWellfleet Beach AdministratorWellfleet Police DepartmentWellfleet Fire DepartmentWellfleet Department of Public WorksWellfleet Conservation CommissionTruro Town Manager

Truro Police Department
Truro Fire Department
Provincetown Police Department

- Volunteers:** Volunteer organizations as well as local area athletes (not participating in the race) make up the majority of the volunteer positions, with a 15-person New England Endurance staff handling supervisory roles. Most volunteers will be positioned at the start/finish and along paved areas of the course; some will be stationed in the watershed areas to ensure the racers are following the proper paths and roads.
- Road Conditions:** All roads used by the competitors will be open to traffic. The two short stretches of Route 6 that are part of the bike course will follow the marked bike lanes on the right side of the road. The other roads used are secondary roads, with light vehicular traffic.
- Insurance:** The triathlon will be sanctioned through the USA Triathlon Association, the national governing body for organized triathlon competitions. The insurance coverage from this sanctioning provides comprehensive liability for landowners, participants, and named insureds including municipalities, and is the "gold standard" for triathlons nationwide. Additionally, New England Endurance Events will provide certificates of our comprehensive insurance coverage as requested by government entities.
- Sanitary Plan:** Three portable restrooms will be provided for the athletes at the Mayo Beach parking lot on race morning. In addition two portable restrooms will be placed on Collins Road, where the bike leg ends and the run leg begins. They will be removed on the next business day.
- Recycling/Trash:** Trash & recycling bins will be brought in the morning of the event and removed at the conclusion. There are no feed zones or bottle discard zones along the bike course. There will be a volunteer and trash/recycle receptacles just before, and after, each of the three ponds.
- Course Marshals:** Trained volunteers will be placed throughout the course to guide the cyclists and assist police units as needed with pedestrian and traffic control. A volunteer coordinator will be on-site at the registration area in the morning and will make course patrols throughout the day, providing relief when needed.

- Signage Plan:** Race directional signage made of heavy-duty coroplast and affixed to stakes will be placed to direct athletes along the bike course. "Pennant" signs with thin wire stakes will be used on the run course. No nails will be driven into trees. All signs will be removed immediately after the event.
- Safety/Medical Plan:** As in prior years, the race directors will work with the local fire chiefs and the CCNS Fire Crew to develop a plan to provide medical and safety coverage on-site and throughout the race course. Certified open-water lifeguards will be stationed throughout the swim courses. The event will have at least one lifeguard for every 35 swimmers in the water at a time, in accordance with the *USA Triathlon* sanctioning rules and current *best practices* standards.
- Communications:** Radios will be used by on-site event staff, with the addition of cell phone communications as back-up. All volunteers will be given cell phone numbers for the staff, and our staff members will have the phone numbers of local EMS stationed at points along the course.
- Support Designate:** At time of presentation at the event to pick up needed materials before race start, each racer will declare a "support designate" over the age of 18 with their own vehicle. (Up to four racers may designate the same support person.) This individual will be ID'd and provided with a wristband coded to match that of the racer(s). The support designate will not be allowed to park a car at the Mayo Beach start area nor to follow his/her competitor during the race, but may be allowed to travel to the turnaround parking lot at the Harbor Inn in Provincetown to cheer the competitors and provide nutrition, sunscreen, fresh clothing and other items. The support person — or any families and friends of competitors — will not under any circumstances be permitted to enter non-paved roads into the Wellfleet Ponds Area at any time.
- Parking Plan:** Racers will be directed to park at the First Congregational Church (permission for this has been granted by the Church's board). All participant vehicles will be directed to the church, from where they can ride their bicycles to the start. Town residents and vacationers (non-competitors) will be able to park, as they always do, in the Mayo Beach parking lot that morning.

Collins Road Plan:

The competitors will end their first leg of the race, the bike ride, on Collins Road in Truro at the trailhead located 0.7 miles from South Pamet Road and 1.5 miles from Rose Road/Route 6. At 60-90 minutes into the event the support designates will be allowed to enter Collins Road from the Rose Road/Route 6 entrance only (which will be clearly signed) and proceed north on Collins Road to an area just south of the trailhead where volunteers will direct the vehicles to park along the side of the road and wait for their racer to arrive. As the racers arrive, the support designate will be checked for identity and then handed their racer's bicycle to take away. They will then be directed to park their vehicles at the Congregational Church.

Swim/Run Notes:

Competitors first embark on a run through the highlands of South Truro, making their way south along established footpaths to Slough Pond Road. They will follow the road to Black Pond Road and School House Hill Road to Gull Pond for the first swim, then run dirt and paved roads to Great and Long Ponds. Emerging from their final swim at Long Pond, they will run along Long Pond Road to Lawrence Road, where they will turn right for the finish line.

Our promise:

We will do our utmost to make this event one which causes as little inconvenience as possible for Wellfleet's residents, National Seashore visitors, and those visiting the Outer Cape. Much like the annual Wellfleet Sprint Triathlon, this will be continue to be an event that enhances the character and spirit of the Outer Cape community.

We look forward to working with our local communities and with the Cape Cod National Seashore. We welcome your input and suggestions.

Kathleen Walker
617-240-4805
kathleen@neeevents.com

Andy Scherding
508-246-6664
andy@neeevents.com

SOS 2022 BIKE ROUTE ...

DISTANCE

27.25 mi

Help ⓘ

Controls



Directions



- Head east on Kendrick Ave 0.00 mi
- ⓘ Continue onto Commercial St 0.09 mi
- ↘ Slight left onto Holbrook Ave 0.18 mi
- ↶ Turn left onto W Main St 0.76 mi
- ↷ Turn right to stay on W Main St 0.94 mi
- ↗ Slight right onto Pole Dike Rd 1.27 mi
- ↘ Head northwest on Pole Dike Rd toward Browns Neck Rd/Trotting Park Rd 1.40 mi
- ↶ Turn left onto Bound Brook Island RdDestination will be on the left 1.94 mi
- ↘ Head northwest on Bound Brook Island Rd 2.55 mi
- ↗ Slight right to stay on Bound Brook Island Rd 2.77 mi
- ↷ Turn right onto Pamet Point RdDestination will be on the right 2.81 mi
- Head east on Pamet Point RdDestination will be on the right 3.83 mi
- Head east on Pamet Point Rd toward US-6 W 4.36 mi
- ↶ Turn left onto US-6 E 4.38 mi
- ↗ Slight right onto Rose Rd 4.65 mi

- ↷ Turn right onto Collins RdDestination will be on the left 4.85 mi
- ↑ Head north on Collins RdDestination will be on the left 5.28 mi
- ↑ Head north on Collins Rd toward S Pamet Rd 6.04 mi
- ↶ Turn left onto S Pamet RdDestination will be on the left 6.97 mi
- ← Head west on S Pamet Rd 7.36 mi
- ↷ Turn right onto N Pamet Rd 7.61 mi
- ↶ Sharp left toward US-6 E 7.70 mi
- ↗ Slight right onto US-6 EDestination will be on the right 7.75 mi
- ↑ Head north on US-6 E toward Union Field Rd 7.97 mi
- ↷ Turn right onto S Highland Rd 10.13 mi
- ↑ Head north on S Highland Rd toward Highland Light Rd 11.30 mi
- ↶ Turn left onto Highland RdDestination will be on the left 11.55 mi
- ↙ Head southwest on Highland Rd 12.22 mi
- ↷ Turn right onto MA-6A WDestination will be on the left 12.59 mi

(more)

↖	Head northwest on MA-6A E toward Pond Village Heights Rd	12.75 mi
↖	Head northwest on MA-6A E Destination will be on the left	14.82 mi
↙	Head southwest on MA-6A E toward Mt Gilboa Rd Destination will be on the right	16.93 mi
→	Head east on MA-6A W toward Berry Ln Destination will be on the right	17.28 mi
↘	Head southeast on MA-6A E toward Professional Heights Destination will be on the right	21.99 mi
↘	Head southeast on MA-6A E toward US-6 E	22.61 mi
↗	Turn right onto US-6 W	22.64 mi
↗	Turn right onto Castle Rd	23.73 mi
↘	Head southeast on Castle Rd toward Perry Rd	23.96 mi
↖	Keep left to stay on Castle Rd	24.43 mi
↘	Head southeast on Castle Rd toward Tom's Hill Rd Destination will be on the right	24.56 mi
→	Head east on Castle Rd toward Bridge Rd	25.25 mi

↗	Continue onto Truro Center Rd Destination will be on the right	25.71 mi
↘	Head southeast on Truro Center Rd toward S Pamet Rd	25.75 mi
↖	Turn left onto S Pamet Rd	25.83 mi
→	Head east on S Pamet Rd	25.91 mi
↗	Turn right onto Collins Rd Destination will be on the left	26.58 mi

SOS Cape Cod: Expected Timeline for Bicycle Leg

05:30-06:30 Parking at Congregational Church; cyclists will pedal down to Mayo Beach

07:00 Event starts. Six waves of riders, 3 min apart, approx 25 each wave. Cyclists head up Holbrook Rd to West Main Street/Pole Dike towards Truro

TRURO CENTER (end of Depot, South Pamet, North Pamet):

07:20 Expected first cyclists will emerge from Depot St to go thru underpass and onto Route 6

07:55 Expected last cyclists will emerge from Depot St to go thru underpass and onto Route 6

HIGHLAND + SHORE, NORTH TRURO:

07:35 Expected first cyclists will turn off Highland Rd onto Shore Rd north

07:55 Expected first southbound cyclists along Shore Rd. will pass by Highland Rd

08:25 Expected last cyclists will turn off Highland Rd onto Shore Rd north

09:00 Expected last southbound cyclists along Shore Rd. will pass by Highland Rd

HARBOR HOTEL, PROVINCETOWN:

07:45 Expected first cyclists will turn around at Harbor Hotel in Provincetown

08:45 Expected last cyclists will turn around at Harbor Hotel in Provincetown

TRURO CENTER + SOUTH PAMET, TRURO CENTER

08:05 Expected first cyclists will pass through the center

09:20 Expected last cyclists will pass through the center

DISMOUNT ON COLLINS RD

08:10 Expected first cyclists will have arrived at dismount on Collins Road

09:15 Expected last cyclists will have arrived at dismount on Collins Road

SOS Cape Cod: Expected Timeline for Run/Swim Leg

GULL POND ENTRANCE

08:35 Expected first athlete enters Gull Pond

10:05 Expected last athlete enters Gull Pond

GULL POND EXIT

08:50 Expected first athlete exits Gull Pond

10:25 Expected last athlete exits Gull Pond

LONG POND ENTRANCE

09:00 Expected first athlete enters Long Pond

10:55 Expected last athlete enters Long Pond

LONG POND EXIT

09:10 Expected first athlete exits Long Pond

11:10 Expected last athlete exits Long Pond

GREAT POND ENTRANCE

09:20 Expected first athlete enters Great Pond

11:25 Expected last athlete enters Great Pond

GREAT POND EXIT

09:25 Expected first athlete exits Great Pond

11:35 Expected last athlete exits Great Pond

FINISH AT WELLFLEET ELEMENTARY SCHOOL

09:40 Expected first athlete finishes at Wellfleet Elementary School

11:50 Expected last athlete finishes at Wellfleet Elementary School

HARD CUT-OFFS:

BIKE FINISH: 9:30

RUN: top of Gull Pond (north): 10:30

RUN: TOP OF FORREST RD: 11:30

Late racers not allowed to continue

Paved roads to ponds:

Gull Pond: Schoolhouse Hill Rd. (paved to swim exit, continue on unpaved road to swim start)

Great Pond: Cahoon Hollow Rd. (swim start/finish at same point)

Long Pond: Long Pond Rd. (start and finish just off the road, half-mile apart)

Vehicle-capable access routes to trail run portions of course:

Fox Bottom (EMS only, requires key at gate)

Black Pond Rd

Slough Pond Rd

Schoolhouse Hill Rd

Sapakonish Way

Forrest Rd

Way 625

New England Endurance Events Mgmt

Kathleen Walker

kathleen@neeevents.com

cell: 617-240-4805

Andy Scherding

andy@neeevents.com

cell: 508-246-6664



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: May 17, 2022

ITEM: Application for an Entertainment License

EXPLANATION: Sustainable Cape has received approval for their annual Truro Farmers Market to run on Mondays, from June 6th to September 12th, 2022, from 8am-12pm. We have received an application for an Entertainment License for the same dates/times. Police Chief Calise has approved this application.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The Farmers Market will not be allowed to have music playing while they are open to the public.

SUGGESTED ACTION: *Motion to approve the Entertainment License for Sustainable Cape and Authorize the Chair to sign.*

ATTACHMENTS:

1. Application for an Entertainment License along with their approved Use of Town Owned Property application, accompanying map, emergency plan, parking plan and field layout.



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

RCVD 2022 APR 19 AM 09:35

ADMINISTRATIVE OFFICE

TOWN OF TRURO

Application for an Entertainment License

☒ Weekday ☐ Saturday ☐ Sunday

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

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

BUSINESS/ORGANIZATION INFORMATION

Francie Randolph Sustainable CAPE
Name of Applicant Business/Organization Name

PO Box 988, Truro, MA. 02666
Mailing Address of Business/Organization

Is this a Non-profit or For-profit Entity (Check the appropriate box) ☒ Yes ☐ No
If yes, proof of Non-profit status must accompany this application

Hannah Oakland (917) 545-0261 hannah@sustainablecape.org
Contact Person Phone Number Email

INDIVIDUAL APPLICANT INFORMATION

Individual's Name Mailing Address

Phone Number Email Address

EVENT INFORMATION

Mondays, June 6th to September 12th, 2022 Truro Educational Farmers Market
Day (s)/Date (s) of Event for License to be issued Purpose of Event (example: fundraiser)

Hours of Event (from - to) 8am to 12pm

Pamet Park / Veterans Memorial Park Event is: ☐ Indoor ☒ Outdoor Event
Location (Must provide facility name, if any, street number and name) (Please check applicable box)

Town of Truro
Property Owner Name and Address Phone number

Seating Capacity: Occupancy Number:

Name of Caterer (if applicable) Approximate number of people attending 400

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
1-2 musicians / usually a guitar or violin

Number of Musicians & Instruments (Type)

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.


Signature

3/2/2022
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 Board of Selectmen.
- Sunday entertainment must be specifically requested and addressed in the permitting process, under MGL 136.
- These regulations are intended to allow the Board of Selectmen 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. _____

Board of Selectmen

Meeting Date

Police Department 

Date

4/20/2022

Restrictions/Conditions attached to the license by the Board of Selectmen or its Delegate:

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **MAY 16 2012**

SUSTAINABLE CAPE-CENTER FOR
AGRICULTURAL PRESERVATION &
C/O GEORGE W MALLOY
45 DEPOT ROAD PO BOX 1004
TRURO, MA 02666-1004

Employer Identification Number:
45-2029981
DLN:
17053181329031
Contact Person:
MARGARITA D BARRAGAN ID# 95118
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
509(a)(2)
Form 990 Required:
Yes
Effective Date of Exemption:
June 10, 2011
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

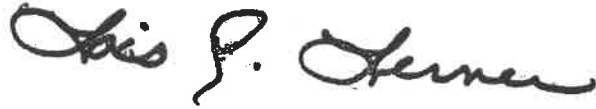
Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 947 (DO/CG)

SUSTAINABLE CAPE-CENTER FOR

We have sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,

A handwritten signature in dark ink, appearing to read "Lois G. Lerner". The signature is fluid and cursive, with the first name "Lois" being more prominent and the last name "Lerner" following in a similar style.

Lois G. Lerner
Director, Exempt Organizations

Enclosure: Publication 4221-PC

TOWN OF TRURO

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

APPLICATION FOR PERMIT TO USE TOWN-OWNED PROPERTY

RCVD 2022 APR 15 PM 1:10
ADMINISTRATIVE OFFICE
TOWN OF TRURO

Applicant: Sustainable CAPE Email: hannah@sustainablecape.org

Group Affiliation (If Any): 501(c)3 collaborating with the Farm Bureau and Barnstable County Extension

Mailing Address: PO Box 988 City: Truro State: MA Zip: 02666

Phone: (774) 383-3169 Cell Phone: (917) 545-0261

Type of Activity (Please be specific as to number of persons, equipment to be used (if any), whether food or beverages will be served, parking arrangements, etc.):

Truro Farmers Market - approx. 400 people/day. Equipment includes tents, tables and chairs for vendors. Parking and safety coordinated with Fire and Police Departments. Food served in accordance with Truro Board of Health.

Town Property to be Used: Pamet Park / Veterans Memorial Park

Date(s) and Hours of Use: 8am-12pm, 6/6 - 9/12, 2022 Day: Mondays

Applicant is responsible for obtaining all necessary permits and inspections (see page 2)

I, as applicant for the above, do hereby acknowledge that the town is exempt from any liability for this activity. I, as applicant for the above, additionally guarantee that the area to be used will be cleaned and left free of any debris at the completion of said activity. A fee of \$50.00 is to be submitted to the Town upon approval of the application by the Town Manager.


Signature of Applicant

3/2/2022

Date

Action by the Town Manager:

Date: _____

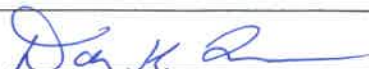
☐ Approved as submitted

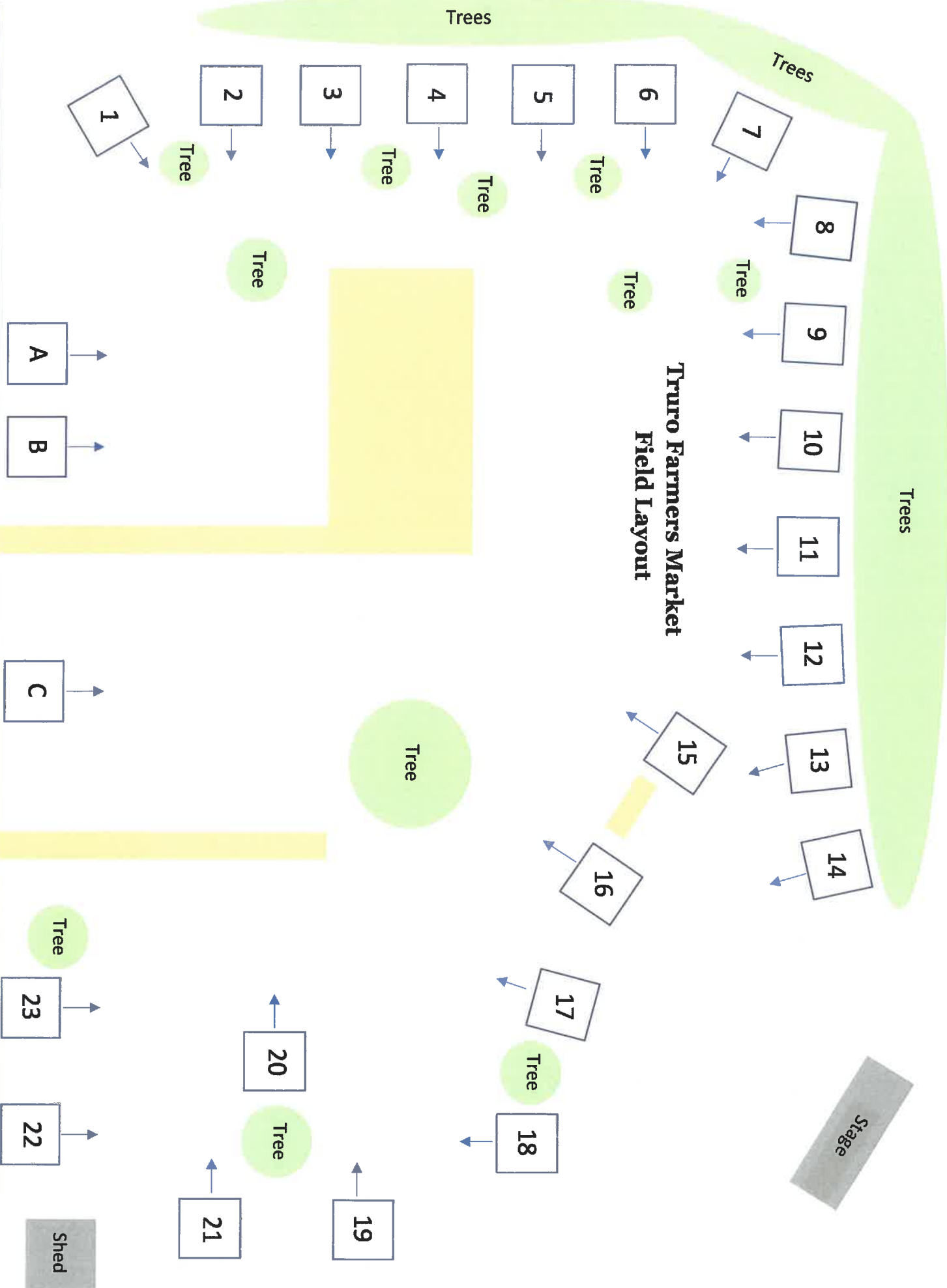
☒ Approved with the following condition(s): Must comply with all staff

Safety recommendations.

☐ Disapproved with the following reason(s): _____

Signature of the Town Manager:





APPLICANT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS & INSPECTIONS

Health/Conservation Agent Signature:

Building Commissioner Signature:

Comments/Conditions:

Comments/Conditions:

Permits/Inspections needed:

Permits/Inspections needed:

Police Department Signature:

Fire Department Signature:

Comments/Conditions:

Comments/Conditions:

*Signage/cones needed for
veh./pedestrian traffic*

No issues

DPW Signature:

Harbormaster Signature:

Comments/Conditions:

Comments/Conditions:

Additional temporary crosswalk signs will
need to be installed before and removed after the event.
Signs will be supplied by the DPW

Recreation & Beach Director:

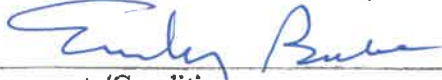
OTHER:

Comments/Conditions:

Comments/Conditions:

APPLICANT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS & INSPECTIONS

Health/Conservation Agent Signature:



Comments/Conditions:

Permits/Inspections needed:


Building Commissioner Signature:

Comments/Conditions:

Permits/Inspections needed:

Police Department Signature:

Comments/Conditions:


Signage/cones needed for
veh./pedestrian traffic

DPW Signature:

Comments/Conditions:

Fire Department Signature:

Comments/Conditions:




Harbormaster Signature:

Comments/Conditions:

Recreation & Beach Director:

Comments/Conditions:

OTHER:

Comments/Conditions:

APPLICANT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS & INSPECTIONS

Health/Conservation Agent Signature: _____ Comments/Conditions: Permits/Inspections needed: 	Building Commissioner Signature: _____ Comments/Conditions: Permits/Inspections needed:
Police Department Signature: _____ Comments/Conditions: 	Fire Department Signature:  _____ Comments/Conditions:  _____
DPW Signature: _____ Comments/Conditions: 	Harbormaster Signature: _____ Comments/Conditions:
Recreation & Beach Director:  _____ Comments/Conditions: 	OTHER: _____ Comments/Conditions:



REVISED 2022 APRIL 15 10:00

ADMINISTRATIVE OFFICE

TOWN OF TRURO

Sustainable CAPE - Parking Plan

Truro Educational Farmers' Market

Parking for the Truro Farmers Market in Truro Center consists of:

1. The lot behind the Blackfish Restaurant
-for all vendors, volunteers and staff
2. The East side of Rt. 6a going up the hill from the market towards the Blackfish Restaurant
- for market customers
2. The Town of Truro lot across from the Cobb Library
-for seniors, the mobility-impaired and others
3. Market spaces in front of 3 Harbors Real Estate
-for seniors, the mobility-impaired and others
4. The Truro Conservation Trust field in Truro Center
-for market customers
5. South Pamet Road, north side of roadway as used previously by concerts & farmers' market
-for market customers
6. Sustainable CAPE Office at 8 Truro Center Road
-for market staff and volunteers

Ongoing parking management: We ask volunteers to monitor parking as necessary and have additionally used Community Emergency Response Team (CERT) members to assist us in directing parking. We plan this year to assign volunteers to manage the parking as needed and in response to peak and lull times throughout both the day and the season in ongoing consultation with the Truro Police Department. In 8 years of farmers' market seasons we have not had one traffic incident.

Each year we reach out and worked closely with neighbors in order to mitigate parking pressure in any one area. We purposefully spread out the market's parking on both sides of town, create shared-use lots to minimize congestion, strategize the best use of valuable community space and work to create a pleasant walking and bicycling environment that is safe, accessible and convenient.



By identifying and adapting community parking, we work towards a greater goal of a walkable Truro landscape. Walkability takes into account sidewalk, path and roadway conditions; land use patterns; social acceptance; security and comfort for walking. Improved walking conditions also encourage *park once* trips, meaning that visitors park their vehicles and walk to several destinations, rather than driving to, and parking at, each destination.

Location efficient development is the creation of public space designed and managed to take advantage of accessible, multi-modal locations to encourage walking, cycling and public transit. Parking can then be reduced in these areas and readily serve those without automobiles, important on the Outer Cape where transportation is a challenge. We encourage action through our social media campaign “Stroll from South Pamet,” and we have worked with the Town to create effective bicycle parking with a bicycle rack in an appropriate location for ease of use at the market and Town Center both. We have additionally worked with the Public Transit Authority to ensure bus stops in Town Center as well.

Each year we strategize ideas for increasing the capacity of existing parking facilities. For instance we have increased the number of existing spaces by changing from parallel to angled parking on the hill heading up towards the Blackfish.

We also claim previously unused areas. On the first year of use of the TCT lot we placed a willing volunteer for an entire season in the field during market hours. Her job was to ensure safety and to ask all cars to pull to the edge of the field in order to maximize use of the space. However in year two the same volunteer felt superfluous and unneeded as a critical mass of customers were “trained”, the parking was safe and without incident, and new signs replaced the need for clear direction. The use of the edges and undeveloped land on the TCT field is now safely maximized.

Each year we contact surrounding businesses and create a plan for the season so that together we can support each other, address any issues and form a stronger town center and more collaborative small business community. For 2022 we have received approval from all neighbors whose parking we plan to use. We actively build mutually supportive relationships and make efforts to drive customers to our neighbors.

In addition, for a neighbor who in the past asked to restrict farmers market parking, we respectfully accepted the decision and offered to create No Parking signs at our own expense, using exact wording specifically requested. Again at our own expense we re-designed these signs when the neighbor requested we do so due to customer feedback. For multiple years until the business sold we placed the signs on their property every Monday prior to the market and removed them afterwards. We provided the signage and ongoing labor, going far beyond our duty in order to mitigate impact and create a more positive outcome for all.

Each year we assess and create signs in order to direct the public to parking and to provide clear and direct user information. We keep the fields clean, in good repair and free of litter.



In conclusion and in response to the DPW recommendations:

1. We have volunteers that address parking based upon the needs of the lot use. For instance we found that the need in the TCT lot no longer exists and that a volunteer placed there permanently feels under-utilized, dissatisfied and soon departs. We wish to work together with the Truro Police to create an effective and safe roving parking attendant plan that is responsive to changing situations and takes into account daily and seasonal traffic use patterns. Prior to the implementation of a parking plan we study use and remain flexible; a rigid parking plan without a basis of study results in inefficiency.
2. We have contacted adjacent business owners to discuss the market and potential impacts and have received positive support from: the TCT, Jams, 3 Harbors, and the Blackfish Restaurant.
3. Traffic will be managed as indicated above through: shared-use community parking, the creation and ongoing assessment of parking attendant plans, developing multiple parking areas at a distance from each other, encouraging “park once” trips, promoting walking / bicycling / public transportation, maximizing parking use capacity, building collaborative relationships with neighbors and clear signage.
4. We can place traffic cones and signage although we would welcome DPW assistance. The town requested that Sustainable CAPE start a farmers market in 2011, 2012, and again in 2013 when we finally agreed to support the town’s desire for a market. To broaden our focus from solely Children’s Garden programming to farmers markets was a step we took only due to the town’s repeated request. It was a step taken in collaboration with the town and with the town’s full support. For the past 13 years the DPW has provided infrastructure - and the delivery of this infrastructure - for the Truro Agricultural Fair and the Truro Farmers Market, as well as mowing and other assistance as needed. We request that we revisit this relationship and determine a mutually acceptable way forward. The Town is an historic collaborator in the effort to provide food to our neighbors and support local farming and fishing businesses.

We believe we could codify our relationship as we do in our contract with Provincetown (see main points attached).

Primary Emergency Contact: Hannah Oakland, 917-545-0261, Farmers’ Market Manager

*Additional Emergency Contacts and Farmers Market Support-
Volunteers on field available to assist in an emergency situation:*

Stephanie Rein, Farmer/Vendor/Education Coordinator: 508-237-2791

Nicole Cormier, RDN: 508-813-9282

Jayde Dilks, Fruit & Vegetable Rx Coordinator, 508-327-7497

Geraldine Ramer, Lead Senior Volunteer: 781-264-6037

Katelyn Mooney, Program Manager: 774-238-2920

Emily Hill, Sustainable CAPE Admin, 774-212-0047

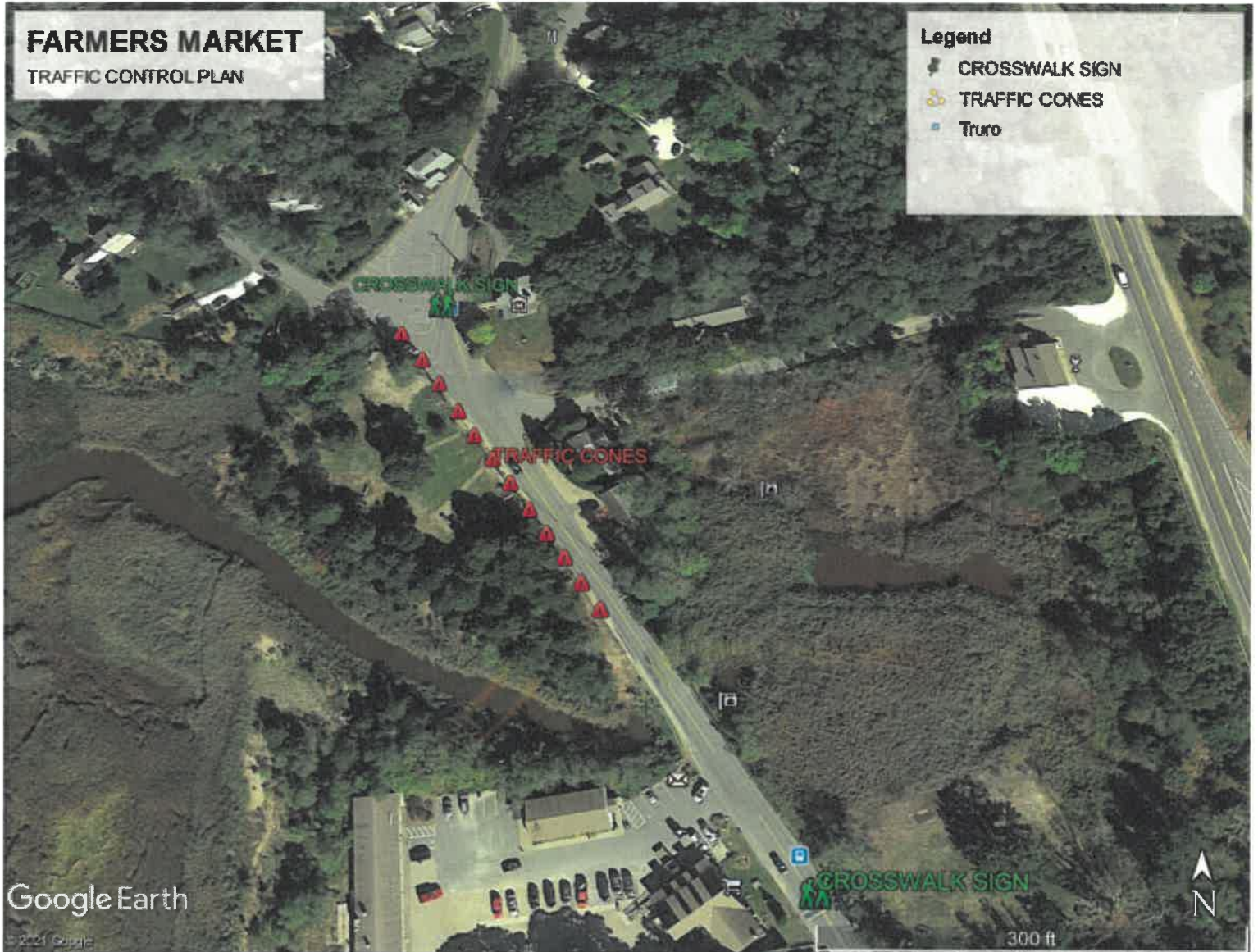
Diana Williams, Lead Food Equity Intern, 774-722-4616

FARMERS MARKET

TRAFFIC CONTROL PLAN

Legend

- CROSSWALK SIGN
- TRAFFIC CONES
- Truro



ASSIGNMENT LIST (ICS 204)

1. Incident Name: Truro Farmers Market Proposed Traffic Control Plan		2. Operational Period: Date From: 06/14/2022 Date To: 09/14/2022 Time From: Every Monday Time To: 0800 - 1200		3. Branch: Division: Group: Staging Area:																																															
4. Operations Personnel: <u>Name</u> <u>Contact Number(s)</u> Operations Section Chief: <u>Deputy Chief Craig L. Danziger</u> Branch Director: <u>N/A</u> Division/Group Supervisor: <u>N/A</u>																																																			
5. Resources Assigned:		<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">Resource Identifier</th> <th style="width: 20%;">Leader</th> <th style="width: 10%;"># of Persons</th> <th style="width: 50%;">Contact (e.g., phone, pager, radio frequency, etc.)</th> </tr> </thead> <tbody> <tr> <td>TPD</td> <td>DC Craig Danziger</td> <td>1</td> <td>Cell # 774-353-6841</td> </tr> <tr> <td></td> <td></td> <td></td> <td>800 radio frequency</td> </tr> <tr><td> </td><td></td><td></td><td></td></tr> <tr><td> </td><td></td><td></td><td></td></tr> <tr><td> </td><td></td><td></td><td></td></tr> <tr><td> </td><td></td><td></td><td></td></tr> <tr><td> </td><td></td><td></td><td></td></tr> <tr><td> </td><td></td><td></td><td></td></tr> <tr><td> </td><td></td><td></td><td></td></tr> <tr><td> </td><td></td><td></td><td></td></tr> <tr><td> </td><td></td><td></td><td></td></tr> </tbody> </table>	Resource Identifier	Leader	# of Persons	Contact (e.g., phone, pager, radio frequency, etc.)	TPD	DC Craig Danziger	1	Cell # 774-353-6841				800 radio frequency																																					Reporting Location, Special Equipment and Supplies, Remarks, Notes, Information See # 6 & 7
Resource Identifier	Leader	# of Persons	Contact (e.g., phone, pager, radio frequency, etc.)																																																
TPD	DC Craig Danziger	1	Cell # 774-353-6841																																																
			800 radio frequency																																																
6. Work Assignments: The Truro Police Department day shift patrols will conduct and log periodic area checks of the Farmers Market during the hours of operation. Sustainable Cape volunteers will be responsible for the set up and break down of all traffic control signage and traffic cones during the operational period.																																																			
7. Special Instructions: 1) CROSSWALK Signs to be placed in crosswalks indicated by Sustainable Cape volunteers during the hours of operation. 2) Traffic cones to be placed in a manner to provide a safe walking area for pedestrians and safe passage for motorists																																																			
8. Communications (radio and/or phone contact numbers needed for this assignment): <table style="width: 100%;"> <tr> <td style="width: 35%;">Name/Function</td> <td style="width: 65%;">Primary Contact: indicate cell, pager, or radio (frequency/system/channel)</td> </tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </table>				Name/Function	Primary Contact: indicate cell, pager, or radio (frequency/system/channel)																																														
Name/Function	Primary Contact: indicate cell, pager, or radio (frequency/system/channel)																																																		
9. Prepared by: Name: <u>Craig L. Danziger</u> Position/Title: <u>Deputy Chief</u> Signature: _____																																																			
ICS 204	IAP Page _____	Date/Time: _____																																																	

ICS 204

Assignment List

Purpose. The Assignment List(s) (ICS 204) informs Division and Group supervisors of incident assignments. Once the Command and General Staffs agree to the assignments, the assignment information is given to the appropriate Divisions and Groups.

Preparation. The ICS 204 is normally prepared by the Resources Unit, using guidance from the Incident Objectives (ICS 202), Operational Planning Worksheet (ICS 215), and the Operations Section Chief. It must be approved by the Incident Commander, but may be reviewed and initialed by the Planning Section Chief and Operations Section Chief as well.

Distribution. The ICS 204 is duplicated and attached to the ICS 202 and given to all recipients as part of the Incident Action Plan (IAP). In some cases, assignments may be communicated via radio/telephone/fax. All completed original forms must be given to the Documentation Unit.

Notes:

- The ICS 204 details assignments at Division and Group levels and is part of the IAP.
- Multiple pages/copies can be used if needed.
- If additional pages are needed, use a blank ICS 204 and repaginate as needed.

Block Number	Block Title	Instructions
1	Incident Name	Enter the name assigned to the incident.
2	Operational Period <ul style="list-style-type: none"> • Date and Time From • Date and Time To 	Enter the start date (month/day/year) and time (using the 24-hour clock) and end date and time for the operational period to which the form applies.
3	Branch Division Group Staging Area	This block is for use in a large IAP for reference only. Write the alphanumeric abbreviation for the Branch, Division, Group, and Staging Area (e.g., "Branch 1," "Division D," "Group 1A") in large letters for easy referencing.
4	Operations Personnel <ul style="list-style-type: none"> • Name, Contact Number(s) <ul style="list-style-type: none"> – Operations Section Chief – Branch Director – Division/Group Supervisor 	Enter the name and contact numbers of the Operations Section Chief, applicable Branch Director(s), and Division/Group Supervisor(s).
5	Resources Assigned	Enter the following information about the resources assigned to the Division or Group for this period:
	• Resource Identifier	The identifier is a unique way to identify a resource (e.g., ENG-13, IA-SCC-413). If the resource has been ordered but no identification has been received, use TBD (to be determined).
	• Leader	Enter resource leader's name.
	• # of Persons	Enter total number of persons for the resource assigned, including the leader.
	• Contact (e.g., phone, pager, radio frequency, etc.)	Enter primary means of contacting the leader or contact person (e.g., radio, phone, pager, etc.). Be sure to include the area code when listing a phone number.
5 (continued)	• Reporting Location, Special Equipment and Supplies, Remarks, Notes, Information	Provide special notes or directions specific to this resource. If required, add notes to indicate: (1) specific location/time where the resource should report or be dropped off/picked up; (2) special equipment and supplies that will be used or needed; (3) whether or not the resource received briefings; (4) transportation needs; or (5) other information.

Block Number	Block Title	Instructions
6	Work Assignments	Provide a statement of the tactical objectives to be achieved within the operational period by personnel assigned to this Division or Group.
7	Special Instructions	Enter a statement noting any safety problems, specific precautions to be exercised, dropoff or pickup points, or other important information.
8	Communications (radio and/or phone contact numbers needed for this assignment) <ul style="list-style-type: none"> • Name/Function • Primary Contact: indicate cell, pager, or radio (frequency/system/channel) 	<p>Enter specific communications information (including emergency numbers) for this Branch/Division/Group.</p> <p>If radios are being used, enter function (command, tactical, support, etc.), frequency, system, and channel from the Incident Radio Communications Plan (ICS 205).</p> <p>Phone and pager numbers should include the area code and any satellite phone specifics.</p> <p>In light of potential IAP distribution, use sensitivity when including cell phone number.</p> <p>Add a secondary contact (phone number or radio) if needed.</p>
9	Prepared by <ul style="list-style-type: none"> • Name • Position/Title • Signature • Date/Time 	Enter the name, ICS position, and signature of the person preparing the form. Enter date (month/day/year) and time prepared (24-hour clock).



Sustainable CAPE - Emergency Action Plan

Truro Educational Farmers' Market

In the case of emergency on the field or near the farmers' market:

1. Call 911
2. Contact "Emergency Contact": Hannah Oakland, 917-545-0261, Farmers' Market Manager
3. Hannah will contact Sustainable CAPE Director Francie Randolph, 508-246-3112

Additional Emergency Contacts and Farmers Market Support-Volunteers on field available to assist in an emergency situation:

Stephanie Rein, Farmer/Vendor/Education Coordinator: 508-237-2791
Nicole Cormier, RDN: 508-813-9282
Jayde Dilks, Fruit & Vegetable Rx Coordinator, 508-327-7497
Geraldine Ramer, Lead Senior Volunteer: 781-264-6037
Katelyn Mooney, Program Manager: 774-238-2920
Emily Hill, Sustainable CAPE Admin, 774-212-0047
Diana Williams, Lead Food Equity Intern, 774-722-4616

Staff and volunteers are asked to follow these general rules when confronted by emergency:

- Remain as calm as possible.
- Cooperate with emergency personnel.
- If requested, assist emergency personnel.
- Keep streets, fire lanes, and walkways clear for emergency vehicles & personnel
- Document the event. See sample of Accident/Incident Report Form attached.

In the event of a serious medical emergency:

- Call 911
- Meet the ambulance or rescue personnel & direct them to the injured party.
- Do NOT move the patient unless he/she is in imminent danger at the present location.
- Keep patient calm and comfortable until help arrives (i.e. lying down, covered, etc.).
- Do not apply first aid or medical treatment unless absolutely necessary and you are certified in First Aid and/or Cardio Pulmonary Resuscitation (CPR).
- Contact the emergency contact above.
- Document the event. See sample of Accident/Incident Report Form attached.



In the case of robbery:

- Do not attempt to apprehend the thief.
- Call 911.
- Write down a description of the suspect, escape vehicle and license plate number.
- Call your emergency contact.
- Document the incident, and complete a Robbery Description Report.
- Do not disturb the crime scene. Make sure that the area is secured to prevent anyone from entering the crime scene or surrounding area.
- Document the event. See Suspect Description Form & Accident/Incident Report Forms attached.

In the case of a violent attack, bomb threat or shooting:

- Call 911.
- Do not attempt to apprehend or detain the attacker.
- If it can be safely accomplished, evacuate the area (see Script attached).
- Do not do anything to jeopardize your safety or the safety of others.
- Carefully note the physical description of the attacker, including any distinguishing characteristics. See Suspect Description Form & Accident/Incident Report Forms attached.

After the attacker has left the premises:

- Call 911.
- Care for injured market staff, vendors and/or customers.
- Call your emergency contacts.
- Take actions to secure the scene.
- Protect potential evidence.
- Keep emergency contacts informed of progress.
- Document the event. See Suspect Description Form & Accident/Incident Report Forms attached.



EVACUATION SCRIPT

Use in the event the market needs to be evacuated by market staff and/or volunteers due to emergency. Use market bullhorn:

MAY I PLEASE HAVE YOUR ATTENTION? ALL SHOPPERS MUST IMMEDIATELY LEAVE THE FARMERS MARKET THROUGH THE NEAREST EXIT. PLEASE REMAIN CALM. VENDORS AND FARMERS MARKET PERSONNEL WILL HELP DIRECT YOU TO THE NEAREST EXIT. THANK YOU FOR YOUR COOPERATION.

<<<<< REPEAT >>>>>>

MAY I PLEASE HAVE YOUR ATTENTION? ALL SHOPPERS MUST IMMEDIATELY LEAVE THE FARMERS MARKET THROUGH THE NEAREST EXIT. I REPEAT, PLEASE REMAIN CALM. VENDORS AND FARMERS MARKET PERSONNEL WILL HELP DIRECT YOU TO THE NEAREST EXIT. THANK YOU FOR YOUR COOPERATION.



ACCIDENT / INCIDENT REPORT FORM

Market name and location: _____

Market day and hours: _____

Market manager: _____

Tel. number: _____ Email: _____

Accident/Incident Report

Date and time of incident: _____

Description of incident: _____

Emergency Responders contacted / time: _____

Nature of any injuries/damage: _____

Bodily injury: ☐ Yes ☐ No

Property damage: ☐ Yes ☐ No

Brief description: _____

Medical attention requested? : ☐ Yes ☐ No

Provided: ☐ Yes ☐ No

Responder/s providing care & time/s: _____

Injured Party or owner of property damaged:

Name: _____

Telephone number: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Name/s and telephone number/s of any witnesses: _____

Market Personnel/Volunteers Responding:

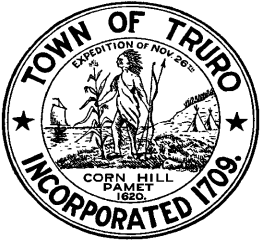
Name/s and telephone number/s: _____

Briefly describe actions market personnel took:

Person Completing this Report if Not Market Manager:

Name: _____

Tel. number: _____ Email: _____



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: May 17, 2022

ITEM: Entertainment License

EXPLANATION: Payomet, Inc. has submitted their entertainment license for the 2022 season which runs from May 27, 2022, through October 31, 2022. Chief Calise has approved the application.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Payomet will not have permission to hold their performances on the requested dates.

SUGGESTED ACTION: *Motion to approve the Entertainment License for Payomet, Inc. and Authorize the Chair to digitally sign.*

ATTACHMENTS:

1. Application for an Entertainment License



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

RECD 2022 APR 27 9:43:33
ADMINISTRATIVE OFFICE
TOWN OF TRURO

Application for an Entertainment License

☒ Weekday ☒ Saturday ☒ *Sunday

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

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

BUSINESS/ORGANIZATION INFORMATION

Kevin Rice
Name of Applicant

Payomet, Inc.
Business/Organization Name

PO Box 1202 Truro, MA 02666
Mailing Address of Business/Organization

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

☒ Yes

☐ No

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

Kevin Rice
Contact Person

[REDACTED]
Phone Number

info@payomet.org
Email

INDIVIDUAL APPLICANT INFORMATION

Individual's Name

Mailing Address

Phone Number

Email Address

EVENT INFORMATION

5/27/22 - 10/31/22
Day (s)/Date (s) of Event for License to be issued

Music concerts
Purpose of Event (example: fundraiser)

Hours of Event (from - to) 9am - 9pm

Payomet Performing Arts Center
29 Old Dewline Rd, North Truro, MA 02652
Location (Must provide facility name, if any, street number and name)

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

Cape Cod National Seashore 99 Marconi Site Rd, Wellfleet, MA 02667
Property Owner Name and Address

508-255-3421
Phone number

Seating Capacity: 600

Occupancy Number: 650

Approximate number of people attending 400

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 *we have a seasonal alcohol license*
Will there be Police Traffic Control? ☐ Yes ☒ No *If yes; you must also apply for a One Day Alcohol License*

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)
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.

Signature

Date

4/27/2022

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

Office Use Only

Fee \$50.00

APPROVAL

License No.

Select Board

Meeting Date

Police Department

Date

5/6/2022

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

State Fee, \$ 115.00
Municipal Fee, \$ 250.00

THE COMMONWEALTH OF MASSACHUSETTS
Town OF TRURO



LICENSE

For

PUBLIC ENTERTAINMENT ON SUNDAY

The Name of the Establishment is Payomet Performing Arts Center in or on the property at No.

29 Old Dewline Rd North Truro, MA 02652 (address)

The Licensee or Authorized representative, Kevin Rice 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
<u>5/27/22 - 10/31/22</u>	<u>7pm</u>	<u>Music Concerts, Circus shows, theater performances</u>

Hon. Robert Weinstein Mayor/ Chairman of Board of Selectman, Truro (City or Town)

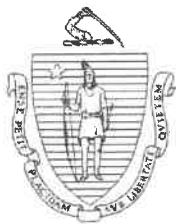
Fees per occurrence (Individual Sunday(s)): Regular Hours (Sunday 1:00pm – Midnight): \$2.00 Special Hours (Sunday 12:00 am- Midnight): \$5.00. Annual Fee (For Operating on every Sunday in calendar year): Regular Hours (Sunday 1:00pm – Midnight): \$50.00 Special Hours (Sunday 12:00 am- Midnight): \$100.00

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



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: Paydmet, Inc.
Address: 29 Old Sewline Rd
City/State/Zip: N Truro MA 02652 Phone #: 508-487-5400

Are you an employer? Check the appropriate box:

1. ☒ I am a employer with 20 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: Utica National
Insurer's Address: 154 Shore Rd N Truro, MA 02652
City/State/Zip: N Truro MA, 02652

Policy # or Self-ins. Lic. # [REDACTED] Expiration Date: 6/25/2022

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: 4/27/2022
Phone #: 508-487-5400

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 #: _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/29/2021

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 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 Truro 154 Shore Rd PO Box 267 North Truro MA 02652		CONTACT NAME: PHONE (A/C No, Ext): 508-487-6060 E-MAIL ADDRESS: info@kaplansky.com		FAX (A/C No): 508-487-2040
		INSURER(S) AFFORDING COVERAGE		NAIC #
		INSURER A : Utica National Assurance Company		
		INSURER B : Utica National of TX Insurance Company		
		INSURER C :		
		INSURER D :		
		INSURER E :		
		INSURER F :		

COVERAGES **CERTIFICATE NUMBER:** 145276413 **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			5380605	7/15/2021	7/15/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$ COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A		6/25/2021	6/25/2022	PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Liquor Liability				7/15/2021	7/15/2022	Aggregate Limit 2,000,000 Each Common Cause Lim 1,000,000

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

Contractual Liability per general liability forms CG0001 and 8E3548 0711

Operations: Theater

The certificate holder is an additional insured on a primary non-contributory basis with a waiver of subrogation as respects general liability if required by written agreement with the insured per company form 8E3548 0711.

CERTIFICATE HOLDER

CANCELLATION

Town of Truro
Attn: Licensing Clerk
PO Box 2030
Truro MA 02666

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: DEC 11 2017

PAYOMET INC
PO BOX 1202
TRURO, MA 02666

Employer Identification Number:

DLN:

17053216330027

Contact Person:

DEL TRIMBLE

ID# 31309

Contact Telephone Number:

(877) 829-5500

Accounting Period Ending:

December 31

Public Charity Status:

170(b)(1)(A)(vi)

Form 990/990-EZ/990-N Required:

Yes

Effective Date of Exemption:

May 20, 2015

Contribution Deductibility:

Yes

Addendum Applies:

No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

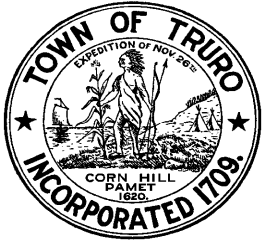
Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 947



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Barbara Carboni, Town Planner and Land Use Counsel

REQUESTED MEETING DATE: May 17, 2022

ITEM: Signatures on already-approved Amendment to Host Community Agreement between Town of Truro and High Due Craft Cooperative (Extension).

EXPLANATION: On August 21, 2021, the Select Board reviewed and voted to approve a request by the High Dune Craft Cooperative to amend the existing Host Community Agreement by extending it through September 23, 2023. No other changes were made to the Agreement. The Amendment was drafted and agreed upon by Land Use counsel and counsel for the Cooperative. Due to lawyering and inadvertence, the final version of the Amendment was not made available for Board member signatures. There is no question that the Host Community Agreement was validly extended by vote of the Board, but the ministerial act of signing the Amendment remains.

FINANCIAL SOURCE (IF APPLICABLE):N/A

IMPACT IF NOT APPROVED: Lack of record of valid extension of Host Community Agreement. The Cooperative and Town need this documentation of the extension granted.

SUGGESTED ACTION: *Motion to approve the Select Board to electronically sign (except S. Rein) the Amendment to Host Community Agreement.*

ATTACHMENT:

1. Amendment to Host Community Agreement between Town of Truro and High Dune Craft Cooperative

First Amendment to Host Community Agreement
Between
Town of Truro, Massachusetts
And
High Dune Craft Cooperative, LLC

This First Amendment to Host Community Agreement (“Amendment”) is entered into and effective as of this 11th day of September, 2021 (the “Effective Date”) and is by and between, on the one hand, High Dune Craft Cooperative, LLC (the “Co-op”), a Massachusetts limited liability company with a principal place of business of 23 Old Bridge Road, Truro, MA 02666 and the following individual Co-op members: Outer Cape Cannabis Connection, LLC; Longnook Artisan Growers, LLC; Out There Grown, LLC; and Pure Joy, LLC, a/k/a Pure Joy Farm, LLC (the “Members”), and on the other hand, the Town of Truro, a Massachusetts municipal corporation with a principal address of 24 Town Hall Road, Truro, MA 02666 (the “Town”) acting by and through its Select Board, (the Co-op, the Members and the Town may hereinafter collectively be referred to as the “Parties”) and is made in reliance on the following premises:

WHEREAS, the Parties are signatories to a certain Host Community Agreement (“HCA”) dated September 10, 2019; and

WHEREAS, pursuant to Article 15 of the HCA, the HCA was to expire on September 10, 2021, if a Final License from the Cannabis Control Commission and all necessary local permits from the Town had not been secured; and

WHEREAS, through counsel, the Co-op submitted a request to the Town dated August 19, 2021 that the HCA be extended two years, providing reasons why the Co-op had been unable to secure such License and permits; and

WHEREAS, at a duly noticed meeting on August 24, 2021, the Select Board voted to extend the HCA by two years, based on a finding of good cause as provided in section 15 of the HCA; and

WHEREAS, the Parties wish to memorialize their agreement to extend the HCA by executing this Amendment.

NOW THEREFORE, in consideration of the mutual promises and covenants set forth herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Co-op, its Members and the Town agree as follows:

1. The Town, acting by and through a majority of its Select Board hereby, for good cause shown, hereby agrees to extend the two-year expiration provision set forth in Article 15 of the HCA, up through and including September 10, 2023.

2. All other terms and conditions of the HCA are hereby ratified and affirmed.

IN WITNESS WHEREOF, signed under seal the Parties hereto have executed this Agreement as of the date first above written.

TOWN OF TRURO SELECT BOARD:

Robert Weinstein, Chair

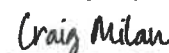
Kristin Reed, Vice Chair

Susan Areson

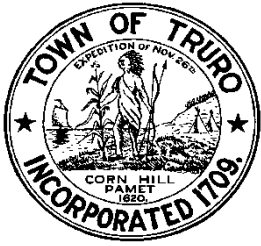
John Dundas

HIGH DUNE CRAFT MARIJUANA
COOPERATIVE, LLC

DocuSigned by:



3DBD4BB143C84D1
By: Craig Milan
Its: Member



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Licensing Department

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: May 17, 2022

ITEM: Approval of Renewal of 2022 Seasonal Business Licenses:

- **Hillside Farmstand**-Transient Vendor
- **Accent on Design**-Transient Vendor
- **Jams Market** – Addressed in Agenda Item 7H
- **Blackfish Restaurant**- Common Victualer

EXPLANATION: This license is under the authority of the Select Board as the Local Licensing Authority. If you approve this license for renewal, the license will be issued only upon compliance with all regulations, receipt of the necessary fees, and documentation, and proof of taxes paid in full for the fiscal year. The Food Service License for the Hillside Farmstand has been issued by the Health Agent; the remaining are pending the Health Agent's approval. There were no reported issues with this establishment in 2022.

Mass General Law	Licenses & Permits Issued	Names of Businesses
Chapter 101 § 2	Transient Vendor (Seasonal Retail)	Hillside Farmstand Accent on Design
Chapter 140 § 2	Common Victauler (Cooking, Preparing and Serving)	Blackfish Restaurant

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

SUGGESTED ACTION: *MOTION TO approve the 2022 Seasonal Licenses for Hillside Farmstand, Accent on Design, and Blackfish Restaurant upon compliance with all regulations and receipt of the necessary fees.*

ATTACHMENTS:

1. Renewal Application for 2022: Hillside Farmstand
2. Renewal Application for 2022: Blackfish Market
3. Renewal Application for 2022: Accent on Design



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: Mem Day Wknd
☐ Condominium-\$50 _____
Closing Date: Col. Day Wknd
☐ Campground-\$50 _____
Days of the Week Open: 5 T-S
☐ 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) EIN [REDACTED]
Amy Polnick
 Print Name of Applicant

Accent on Design
 Business Name

Amy Polnick
 Owner Name

14 A Truro Center Rd PO Box 676 Truro 02666
 Street Address of Business

 [REDACTED]
 Business Phone Number

 [REDACTED]
 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: Amy Kolnick Unit Number: 14A

Mailing Address: PO Box 476 Touro MA 02666

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

Manager's Signature (REQUIRED)

Name of Offsite Manager: NA

Name: _____ Business Name: _____

Business Address: _____

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

Manager's Signature (REQUIRED)

Name of Co- Manager: NA

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] Amy Kolnick 5/3/2022
Signature of Applicant Print Name 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)



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: Accent on Design

Address: 144 Truro Center Rd

City/State/Zip: Truro MA 02666 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: _____

Insurer's Address: _____

City/State/Zip: _____

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: [REDACTED] Date: 5/3/2022

Phone #: [REDACTED]

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

City or Town: _____ Permit/License # _____

Issuing Authority (circle one):

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

Contact Person: _____ Phone #: _____



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666
Tel: 508-349-7004, Extension: 110 or 124 Fax: 508-349-5505

TAX STATUS REQUEST FOR LICENSING

Date 5/3/22

Request is coming from the Select Board's Office ☒

Owner's Name Amy Rollnick

Business Name Accent on Design

Business Address 14 A Truro Center Rd

Map and Parcel 50-155.0

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

Molly Stevens all set
Tax Collector's Signature

5/9/2022
Date

Consent Agenda Item: 8C2

ADMINISTRATIVE OFFICE
TOWN OF TRURO

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: ebbeebe@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:

- | | |
|---|---|
| <input checked="" type="checkbox"/> Food Service (restaurant or take out) | <input checked="" type="checkbox"/> Catering |
| <input type="checkbox"/> Retail Food (commercially prepared foods) | <input type="checkbox"/> Manufacturer of Ice Cream/Frozen Dessert |
| <input type="checkbox"/> Residential Kitchen | <input type="checkbox"/> Bakery |
| <input type="checkbox"/> Bed & Breakfast w/Continental Breakfast | |

Section 2 - Business/Owner/Manger Information

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

Business Name: Black FishOwner Name: Eric Jensen

Email Address: [REDACTED]

Mailing Address: P.O. Box 120702666Phone No: 508-349-3399

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

Name: Eric Jensen

Email Address: [REDACTED]

Mailing Address: P.O. Box 25802666

Phone No: [REDACTED] 24 Hour Emergency: _____

Section 3 - Business Operation Details

Number of Seats: Inside: 90 Outside: — Number of Employees: 20Length of Permit: ☐ Annual ☒ Seasonal OperationHours of Operation: 5 To 1

Days Closed Excluding Holidays: _____

If Seasonal: Approximate Dates of Operation: 5/15/22 To 12/15/22

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

Kevin Madville Brian Erskine

Allergen Awareness Certification (attach copy):

Kevin Madville Brian Erskine

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: 4/22/22

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 _____



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: Black Fish
Address: 17 Truro Center Rd.
City/State/Zip: Truro, Ma. 02666 Phone #: 508-349-3399

Are you an employer? Check the appropriate box:

1. ☒ I am an employer with 20 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: See attached

Insurer's Address: _____

City/State/Zip: _____

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: [Signature] Date: 4/22/22

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 #: _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/01/2022

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

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

PRODUCER Benson Young & Downs Ins 56 Howland Street PO Box 559 Provincetown MA 02657-0559	CONTACT NAME: Karina England-Quest PHONE (A/C, No, Ext): (508) 487-0500 E-MAIL : karina@byandd.com ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: Capitol Specialty Insurance INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	FAX (A/C, No): (508) 487-4135 NAIC # : 10328
INSURED Pamet Restaurant Group Inc & Pamet Equity Group LLC PO Box 1207 Truro MA 02666-		

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

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input checked="" type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$ <input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below <input type="checkbox"/> Y/N <input checked="" type="checkbox"/> N/A				06/19/2021	06/19/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000 COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ EACH OCCURRENCE \$ AGGREGATE \$ PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Liquor Liability				06/19/2021	06/19/2022	Each Common Cause \$1,000,000 General Aggregate \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Restaurant located at 17 Truro Center Rd, Truro, MA 02666

CERTIFICATE HOLDER Town of Truro Licensing Department PO Box 2030 Truro MA 02666-	CANCELLATION AI 045639 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
--	--



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/01/2022

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 Automatic Data Processing Insurance Agency, Inc.		CONTACT NAME: Automatic Data Processing Insurance Agency, Inc.	
		PHONE (A/C, No, Ext): 1-800-524-7024	FAX (A/C, No):
		E-MAIL ADDRESS:	
1 Adp Boulevard Roseland		INSURER(S) AFFORDING COVERAGE	
NJ 07068		INSURER A: Hartford Insurance Company of the Midwest	
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	
INSURED Pamet Restaurant Group Inc		NAIC # 37478	
PO Box 1207			
Truro			
MA 02666			

COVERAGES **CERTIFICATE NUMBER:** 2392206 **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY					
	<input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR					EACH OCCURRENCE \$
						DAMAGE TO RENTED PREMISES (Ea occurrence) \$
						MED EXP (Any one person) \$
						PERSONAL & ADV INJURY \$
						GENERAL AGGREGATE \$
						PRODUCTS - COMP/OP AGG \$
						\$
	GEN'L AGGREGATE LIMIT APPLIES PER:					
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					
	OTHER:					
	AUTOMOBILE LIABILITY					
	<input type="checkbox"/> ANY AUTO					COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY					BODILY INJURY (Per person) \$
	<input type="checkbox"/> HIRED AUTOS ONLY					BODILY INJURY (Per accident) \$
						PROPERTY DAMAGE (Per accident) \$
						\$
	UMBRELLA LIAB					EACH OCCURRENCE \$
	<input type="checkbox"/> OCCUR					AGGREGATE \$
	EXCESS LIAB					\$
	<input type="checkbox"/> CLAIMS-MADE					\$
	DED RETENTION \$					
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					
	<input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)					<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
A	If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N	N/A N	06/27/2021	06/27/2022	E.L. EACH ACCIDENT \$ 500,000
						E.L. DISEASE - EA EMPLOYEE \$ 500,000
						E.L. DISEASE - POLICY LIMIT \$ 500,000

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

CERTIFICATE HOLDER	CANCELLATION
Town Of Truro Townhall Road Truro	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
MA 02666	AUTHORIZED REPRESENTATIVE

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RCUD 2022APR21 AM11:03

ADMINISTRATIVE OFFICE
TOWN OF TRURO

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: 5/01/22
☐ Condominium-\$50 _____
Closing Date: 12/31/22
☐ Campground-\$50 _____
Days of the Week Open: 7
☐ 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) _____

Samantha Perry
 Print Name of Applicant

Hillside Farmstand
 Business Name

Samantha E Perry
 Owner Name

300 Rt 6 Truro MA 02666
 Street Address of Business

P.O. Box 228
 Mailing Address of Business

 Business Phone Number

 Business E-Mail Address

\$PAID
\$400.363 \$75.00

Section 3 - MANAGER INFORMATION

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

Name of Onsite Manager:

Name: Samantha Perry Unit Number: _____

Mailing Address: Box 228 Towlo MA 02646

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

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.

Samantha Perry
Signature of Applicant

Samantha Perry
Print Name

4/19/22
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)



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: Hillside Farmstand

Address: 300 Rt 6

City/State/Zip: Troy MA 02666 Phone #: [REDACTED]

Are you an employer? Check the appropriate box:

1. ☒ I am an employer with 8 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: Farm Family Casualty Inc. CO.

Insurer's Address: 344 Rt. 9W

City/State/Zip: Glenmont NY 12077-2910

Policy # or Self-ins. Lic. # [REDACTED] 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: Samantha E Perry Date: 4/19/22

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 #: _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/25/2022

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 Mark Sylvia Insurance Agency, LLC 404 Main Street Centerville MA 02632		CONTACT NAME: Milvia Marconsin PHONE (A/C, No, Ext): (508)957-2125 FAX (A/C, No): (508)957-2781 E-MAIL ADDRESS: mark@marksylviainsurance.com	
INSURED Samantha Perry DBA Hillside Farm Po Box 228 Truro MA 02666		INSURER(S) AFFORDING COVERAGE INSURER A: Farm Family Casualty Insurance INSURER B: INSURER C: 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.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:				4/1/2022	4/1/2023	EACH OCCURRENCE \$ \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ \$100,000 MED EXP (Any one person) \$ \$5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ \$2,000,000 PRODUCTS - COMP/OP AGG \$ \$2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input type="checkbox"/> N	N/A			04/01/2022	04/01/2023

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

Vegetable Farm.

Insurance coverage is limited to the terms, conditions, exclusions, other limitations and endorsements. Nothing contained in the certificate of insurance shall be deemed to have altered, waived or extended the coverage provided by the policy provisions.

CERTIFICATE HOLDER**CANCELLATION**

Samantha Perry DBA Hillside Farm
PO Box 228

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

Truro

MA 02666

Fax:

Email:

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Number 2022-124

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:

Samantha Perry, mgr., d/b/a Hillside Farmstand


Whose place of business is **300 Route 6**

Type of business and any restrictions **Farmstand**

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

Permit Expires: **December 31, 2022**

Date Issued: **5/6/2022**


Truro Board of Health Agent



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Tel: 508-349-7004, Extension: 10 or 24 Fax: 508-349-5505

HEALTH DEPARTMENT
TOWN OF TRURO

APR 20 2022

RECEIVED BY

TAX STATUS REQUEST FOR LICENSING

Date 4/20/2022

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

Owner's Name:

Business Name Hillside Farm Stand

Residential Address: 300 Route 6

Map and Parcel: 42-186

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

4/20/2022
Date

Consent Agenda Item: 8D1

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

Others Present: Darrin Tangeman-Town Manager, Kelly Clark-Assistant Town Manager, Trudi Brazil-Town Accountant, Finance Director-Alex Marini Lessin, Karen Kinsella, Pamela Wolff, Anne Greenbaum, Atty. Robin Reid, Liam Luttrell Rowland, Ellery Althaus, Claire Althaus, Regan McCarthy, Jonathan Silverstein-Town Counsel, Jarrod Cabral-DPW Director, Jack Riemer, Barbara Carboni-Town Planner/Land Counsel, Brian Boyle-Charter Review Committee Chair, Damion Clements-Recreation/Beach Director, Anne Greenbaum-Planning Board Chair, Jack Riemer-Planning Board Member, Joan Holt, Karen Ruymann, Mary Rose-Co-Chair of Community Preservation Committee, Emily Beebe-Health/Conservation Agent

Chair Weinstein called the meeting to order at 5:00pm.

Public Comment

Karen Kinsella asked the Select Board to place the matter of accuracy of Truro Talks, and a public records request issue, onto a near term agenda.

Pamela Wolff strongly emphasized the need for the Select Board to make sure that they and the Truro public are accurately informed about the DPW project. She requested that this item be placed on a Select Board agenda to make sure the journalistic standards Truro Talks invokes are applied.

Anne Greenbaum urged the Select Board to move Town Meeting to later in the Spring so it can be held outside. She requested this item be placed onto the agenda for the next Select Board meeting.

DPW Director Cabral informed the public that all data for the DPW Feasibility Study has been posted on the DPW website, including historic documents. He will be adding the estimates tomorrow that he's received from the consultant.

Public Hearings

Transfer of All Alcohol Seasonal Liquor License from Salty Market LLC to Salty Market Farmstand Inc.

Member Rein recused herself from the hearing as the new owner, Liam Luttrell Rowland, is a customer of hers. Atty. Reid introduced herself and gave a summary on the back ground of Mr. Rowland and the business at 2 Highland Road. Member Reed recused herself from the hearing.

Member Areson made a motion to close the public hearing.

Member Dundas seconded.

Roll Call Vote:

Member Areson-Aye

Member Dundas-Aye

Chair Weinstein-Aye

So voted; 3-0-2 (members Reed and Rein recused).

Member Dundas made a motion to approve the application to transfer the seasonal All Alcohol Retail Package Store liquor license from licensee: Salty Market, LLC, Ellery Althaus to proposed transferee Salty Market Farmstand Inc. dba Salty Market Farmstand, Liam Luttrell Rowland.

Member Areson seconded.

Roll Call Vote:

Member Areson-Aye

Member Dundas-Aye

Chair Weinstein-Aye

So voted; 3-0-2 (members Reed and Rein recused).

Board/Committee/Commission Appointments-None

Staff/Committee Updates

School Committee-Kolby Blehm, Chair

Chair Blehm introduced himself. He became Chair of the School Committee this year, after the election. The accomplishments of the Committee were listed in chronological order, and then current projects were listed.

Member Areson stated that they are very interested in getting the School Committee, Select Board and Finance Committee working collaboratively on budget issues. She inquired if the School Committee has brought that up and made that a goal for the upcoming year. Chair Blehm stated that it was not a goal for this year but would be happy to discuss with the School Committee. As for support needed by the School Committee from the Select Board, nothing has come up that's been a glaring need. He appreciates that members Areson and Dundas have kept tabs on the Committee.

Tabled Items-None

Select Board Action

Review and Approve Host Community Agreement for The Hatchery

Town Manager Tangeman explained that he was trying to get Town Counsel onto the meeting and asked that this topic be revisited later in the agenda.

Town Manager's Presentation of Draft FY2023 Budget and Recap

Town Manager Tangeman stated that his intent for this meeting is to do an overview of the draft budget. The 2023 projected recap was pulled up and explained by the Town Manager. Town Accountant Brazil dove deeper into the revenue. A small discussion, and clarification, was held regarding boat ramp fees and how the State controls those fees. Member Areson would be interested in hearing what got cut from the budget. She also advised taking a close look at anything that might be affected by the current economy and the situation with gas prices before finalizing the budget to which Member Dundas agreed with.

Ms. McCarthy asked for clarification on the term "automated budget process" which Town Manager Tangeman explained. Additionally, Member Reed directed Ms. McCarthy's to the ClearGov website to view the current page on Truro which lays out the Town's budget, projects, and dates back to 2014.

Review and Approve Host Community Agreement for The Hatchery

Member Rein recused herself from this discussion.

Atty. Silverstein gave a brief overview of the proposed Host Community Agreement.

- This will be both a manufacturing and cultivation project.
- The structure on the site at 1 Noons Heights Road will be improved.
- They will be applying for licenses required from the Cannabis Control Commission to operate a marijuana facility.
- In order to apply for those licenses an applicant has to enter into a host community agreement with the town they propose to operate in. That is what's before the Board today.

Atty. Silverstein summarized the main points within the agreement.

If the Select Board chooses to approve the Host Community Agreement, The Hatchery will need to go before the Planning Board and possibly the Zoning Board of Appeals before a facility is erected. Member Areson asked if lighting had been discussed. Atty. Silverstein does not recall lighting being brought up, but he recalled from the site visit that the proposed location for this project is set back a bit from the roadway. There will be no outdoor cultivation but there will have to be security lighting. There is an agreement for all outdoor lighting to be downward facing. Town Manager Tangeman stated that in their presentation The Hatchery planned for Dark Sky compliance and energy efficient lighting.

Chair Weinstein made a motion to approve and electronically sign the Host Community Agreement between the Town of Truro and The Hatchery.

Member Reed seconded.

Roll Call Vote:

Member Areson-Aye

Member Reed-Aye

Member Dundas-Aye

Chair Weinstein-Aye

So voted; 4-0-1 (Member Rein recused), motion carries.

Review and Possible Approval of Curb Cut Applications: 33 Old County Rd.

DPW Director Cabral walked the Select Board through the application for 33 Old County Road. He presented some alternatives to the original design.

Mr. Riemer asked several questions which various participants of the meeting answered.

Member Reed made a motion to approve the curb cut for 33 Old County Road with the design option #3 driveway alternate #2, the first 100 feet 10% slope.

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 Possible Approval of Curb Cut Applications: 126 Old County Rd.

For this curb cut application, DPW Director Cabral is prepared to recommend approval with a waiver of the maximum grade requirement for the following reasons:

- As a safety precaution the applicant has agreed to install a heated driveway to accommodate any kind of emergency access.
- The driveway design has incorporated a 17-foot-long negative pitch from Old County Road to contain stormwater runoff and to accommodate a full-level stop to view site distances in either direction.
- There is a trench drain installed into the driveway connected to multiple leaching chambers.
- As proposed, Fire Chief Collins will be able to access this site with an ambulance or a DPW truck if needed in an emergency.
- Fire Department apparatus may not be able to make it up the driveway, and Fire Chief Collins has stated that staging would have to occur on Old County Road. This has been conveyed to the applicant.

- Applicants will add a stone trench on either side of the driveway to facilitate additional control of stormwater runoff.

DPW Director Cabral would recommend this for approval with a waiver of the topography requirement in the bylaw.

**Member Areson made a motion to approve the curb cut application at 126 Old County Road.
Member Reed seconded.**

Member Reed asked if the motion needed to include the waiver of the topography requirement. Town Planner/Land Counsel Carboni thought that would be a good idea. Member Areson amended her motion.

**Member Areson made a motion to approve the curb cut application at 126 Old County Road with the waiver of the topography requirement.
Member Dundas seconded.**

Roll Call Vote:

Member Rein-Aye

Member Reed-Aye

Member Dundas-Aye

Member Areson-Aye

Chair Weinstein-Aye

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

Recommended Charges to Charter

Charter Review Committee Chair Boyle stated that the Committee has been going through the Charter and has 4 major items, 3 of which are ready for recommendation for change here and 1 item (the review of the appointed and elected boards and committees) which they are still in process of working on. He focused on the 3 recommendations.

Chair Weinstein noted that this topic was for discussion only and that no vote would be taken.

Review and Approve Recommendation to Increase Beach Sticker Fees

Director Clements reviewed the proposed fees which were approved by the Truro Beach Advisory Committee on February 10, 2022.

Proposed Fees:

- Daily Pass Fee of \$25, which is a \$5 increase.
- Resident Beach Sticker Fee of \$25, which is a \$5 increase.
- Non-Resident Beach Sticker Fees:
 - 1-week-\$100, which is a \$25 increase.
 - 2-weeks-\$150, which is a \$25 increase.
 - 3-weeks-\$200, which is a \$25 increase.
 - 4-weeks-\$250, which is a \$25 increase.
 - Season Pass-\$300, which is a \$50 increase.

The last time fees were increased was back in 2019.

Liaison to the Beach Advisory Committee, Member Rein, attended the meeting of February 10, 2022, where they held an in-depth discussion after reviewing the beach fee survey regarding the fee hikes and they unanimously supported the minimal hike. Member Rein is in support of the fee increases as well.

Chair Weinstein asked, based on past years issuance of stickers, does Director Clements have a

projection (assuming the increases are approved) of what that would mean on the revenue side from the Department. Director Clements stated that the increased revenue would be \$105,055.

Member Areson made a motion to approve the proposed beach sticker fee increases effective immediately.

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.

Referral of Planning Board Articles

Planning Chair Greenbaum stated she would go over the 7 draft articles.

1. Zoning Bylaw Purpose-10.2
2. Street Definition-10.4
3. Lot Coverage
4. Stormwater Management
5. Development Agreement
6. Duplex Bylaw
7. Mean Ground Level

On the article regarding stormwater management, Member Areson noted that she'd sat in on Planning Board meetings where this was under discussion. She believes that the article should be pulled so that many entities can collaborate on it; DPW, Health, Conservation, and the Health/Conservation Agent.

Planning Board member Riemer urged the Board to not put this article on a backburner.

Joan Holt thinks everyone is in agreement that the Town needs an article on this topic, but that this is not ready quite yet. She would like everyone to commit to collaborating together to get a stormwater bylaw together for Truro.

Karen Ruymann requested that the Board not let this opportunity get away from them and to take action sooner rather than later.

Planning Board Chair Greenbaum asked, if the Planning Board can work collaboratively with other Boards and critical town staff and be ready for a Special Town Meeting in the Fall, would the Town be willing to seriously consider a Special Town Meeting. Chair Weinstein asked that the Planning Board consider removing this. Whether or not a Special Town Meeting is held will depend on the production of a regulatory document. Town Manager Tangeman thinks it's important to get a consultant who understands what is and is not required. Getting the product right is the most important piece.

Planning Chair Greenbaum would like to move forward with;

10.2-Purpose

10.4 Street Definition

Duplex Bylaw

Lot Coverage

Member Reed made a motion to refer the proposed Bylaw amendments 10.2-PB1 Purpose; 10.4-PB2 Definitions; PB3 Lot Coverage; PB6 Duplex Bylaw; and PB7 Mean Ground Level, to the Planning Board to begin the necessary public hearing pursuant to MA Gen. Law Chapter 40A Section 5.

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.

Discussion and Possible Vote to Recommend CPC Warrant Articles

Co-Chair Mary Rose stated there were 6 of the 7 members present at the meeting which they voted on grant requests. All 6 members voted unanimously. She briefly read each of the Articles:

Community Preservation Act: Contribution to the Affordable Housing Trust Fund
Community Preservation Act: Housing Consultant
Community Preservation Act: Lower Cape Housing Institute
Community Preservation Act: Orleans Cape Cod Five Housing
Community Preservation Act: High Head Trail Development
Community Preservation Act: Memorials for Payomet Peoples-Phase 1
Community Preservation Act: Acquisition Fund for Highland House Museum
Community Preservation Act: Town Records-Phase 1
Community Preservation Act: Mobi Mats or Equivalent and Fencing for Improved Beach Access
Community Preservation Act: Truro Beach Paddlecraft Racks
Community Preservation Act: Truro Library Edible Forest
Community Preservation Act: Histories of Pond Village & Fishing Industry at Cold Storage Beach
Community Preservation Act: Administrative Support

Member Reed asked, regarding the regional housing efforts, if there was a there a way a Truro resident could have access to that housing or be considered for the housing. Co-Chair Rose explained that as far as the rules go with the DHCDL it doesn't help Truro in that way, but Truro does get some preference in the first round. After that, a list is generated and worked from.

Member Areson made a motion that the Select Board vote to recommend all of the Community Preservation Act Articles as presented in the packet.

Member Areson noted that if they could include Member Reed's question in the explanation of the Article because the Developer did say that Truro residents would get preference. She thinks that would be a question to include in the explanation of the Warrant Article.

Member Dundas seconded.

Member Rein feels the need to recuse herself from the Truro Library Edible Forest Article because she is a founding member.

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

Member Reed noted that the next set of petitioned articles have not been reviewed by Town Counsel.

Member Reed made a motion to move the citizen petitioned articles discussion and recommendations to the next Select Board meeting.

Town Manager Tangeman stated that four of the articles had been reviewed by Town Counsel. Member Reed clarified that she was asking to only bump the ones that had not been reviewed.

Member Areson said that a motion had been made but not voted upon. Chair Weinstein asked Member Reed to restate the motion.

Member Reed made a motion to move all of the citizen petitions not reviewed by Town Counsel and printed in the Warrant to the Select Board's next posted meeting.

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.

Town Manager Tangeman then walked the Select Board through the four articles that had been reviewed by Town Counsel.

Member Reed made a motion to recommend; Shellfish Revolving Fund as printed in the packet.

Member Areson seconded.

Roll Call Vote:

Member Rein-Aye

Member Areson-Aye

Member Dundas-Aye

Member Reed-Aye

Chair Weinstein-Aye

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

Member Reed made a motion to recommend; General Override as printed in the packet.

Member Areson seconded.

Roll Call Vote:

Member Areson-Aye

Member Reed-Aye

Member Dundas-Aye

Member Rein-Aye

Chair Weinstein-Aye

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

Member Dundas made a motion to recommend; Home Rule Petition to Establish a Tax Workoff Program for Persons with Disabilities as printed in the packet.

Member Reed seconded.

Roll Call Vote:

Member Rein-Aye

Member Reed-Aye

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

Member Dundas made a motion to recommend; Home Rule Petition to Impose a 0.5% Real Estate Transfer Fee as printed in the packet.

Member Reed seconded.

Roll Call Vote:

Member Areson-Aye

Member Rein-Aye

Member Reed-Aye

Member Dundas-Aye

Chair Weinstein-Aye

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

Referral of Floodplain Bylaw

Town Planner/Land Use Counsel Carboni explained that this is an article to amend the Town's Zoning Bylaw provisions related to the floodplain district, and to revise the Bylaw so that it's in conformity with a model floodplain bylaw that has been presented by the State and the County. It's necessary to make these changes so we have a Bylaw that is compliant with National Flood Insurance program requirements.

Member Reed made a motion to refer the proposed bylaw amendment to the Planning Board to begin the necessary public hearing process pursuant to MGL c.40A, §5.

Member Rein seconded.

Roll Call Vote:

Member Areson-Aye

Member Reed-Aye

Member Dundas-Aye

Member Rein-Aye

Chair Weinstein-Aye

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

Consent Agenda

Member Areson made a motion to approve the consent agenda as printed in the packet, with Town staff following up on the Worker's Compensation form that was submitted by Whitman House to verify whether the restaurant is a non-profit or not.

Member Reed seconded.

Roll Call Vote:

Member Areson-Aye

Member Rein-Aye

Member Dundas-Aye

Member Reed-Aye

Chair Weinstein-Aye

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

Select Board reports/comments

Member Areson believes the Pamet Harbor Commission will be ready to propose some fee changes for the upcoming Select Board meeting and asked that the item be placed onto the agenda. Member Reed wants to place the Policy #54 complaint onto the next agenda. She would also like to have a discussion about the short-term rental tax that other towns are looking at.

Town Manager Report

Town Manager Tangeman will hold on his report due to the late hour.

Next Meeting Agenda: Potential Work Session-Date TBD; Regular Meeting March 22, 2022.

Town Manager Tangeman will send out a Doodle poll on available dates for a work session. He then gave an overview of what was on the March 22, 2022 agenda.

Member Reed made a motion to adjourn at 10:02pm.

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 03.08.2022

1. Public Hearing Notice, ACBB Application, Police Chief Memo-Transfer of Alcohol Application
2. Host Community Agreement-The Hatchery
3. FY2023 Simple Budget and Simple Recapitulation
4. 33 Old County Road curb cut application and supporting documentation
5. 126 Old County Road curb cut application and supporting documentation
6. Charter recommendations memo
7. Beach Department survey and proposed fee increase
8. Zoning Bylaw Articles for referral to Planning Board, memo, and additional Planning Board submitted Articles
9. CPC Warrant Articles for 2022 ATM
10. Town Meeting Articles for consideration and Petitioned Articles
11. Draft Floodplain Bylaw
12. Cell Tower Agreement
13. Reappointment information for Harbor Master and Truro's Rep. to the Cape Cod Commission
14. 2022 Seasonal Business Licenses for Renewal; Savory, Adventure Bound (N. Truro and Hortons), Whitman House, Top Mast Café, Beach Point Health & Swim Club

Truro Select Board
Work Session
Friday, March 18, 2022, at 12:00pm
Via GoToMeeting Platform

Consent Agenda Item: 8D2

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

Select Board Absent: Stephanie Rein-Member

Others Present: Darrin Tangeman-Town Manager, Kelly Clark-Assistant Town Manager, Alex Lessin-Finance Director, Stephanie Costigan-School Superintendent, Trudi Brazil-Town Accountant

Chair Weinstein called the meeting to order at 12:01pm.

Budget and Recap Review and Discussion

At the last Select Board meeting several Select Board members asked Administration to recount how they went from an \$800,000.00 deficit to getting it close to balanced. Town Manager Tangeman will go over the changes that brought the budget to its current dollar amount. He presented the 2023 Budget Summary Recap and the Budget Adjustments spreadsheet and went through the changes which generated a deficit reduction in certain line items. Further explanation was given by Town Accountant Brazil.

Review and Discussion of Town Meeting Warrant Articles

Assistant Town Manager Clark began moving through the Articles. Clerk Areson wished to note, for members of the public, that the Select Board would not be voting on these tonight and the vote would be taken at Tuesday's meeting (or later).

After that portion, Assistant Town Manager Clark started to go through the Petitioned Articles. She noted that she has not spoken to any of the petitioners. If there are any questions the Select Board has on any of these articles they are to let Administration know and she will identify the lead petitioner and contact them to be present at the Tuesday meeting. She walked the Board through the Petitioned Articles.

Member Areson would like more information on several of the Petitioned Articles at their Tuesday meeting. She also asked for clarification on the Childcare Voucher Articles. A discussion on the Petitioned Childcare Voucher Article was held. Assistant Town Manager Clark suggested bringing the Lead Petitioner in for the Childcare Voucher Petitioned Article to possibly answer some of the questions posed by the Board. Member Areson would like all petitioners to attend. If the Board can commit to holding a meeting on Tuesday, the 29th, Assistant Town Manager Clark can try to wrap things up for that meeting. The Board agreed that they were available for the 29th.

Member Dundas made a motion to adjourn at 2:33pm.

Member Areson seconded.

Roll Call Vote:

Member Reed-Aye; Member Areson-Aye; Member Dundas-Aye; Chair Weinstein-Aye

So voted; 4-0-0, motion carries.

Respectfully submitted,

Noelle L. Scoullar

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

Select Board Regular Meeting
Tuesday, March 29, 2022
Via GOTOMEETING Platform

Consent Agenda Item: 8D3

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

Others Present: Darrin Tangeman-Town Manager, Kelly Clark-Assistant Town Manager, Trudi Brazil-Town Accountant, Alex Lessin-Finance Director, Raphael Richter, Brian Boyle-Charter Review Committee Chair, Joan Holt, Jonathan Slater, Jarrod Cabral-DPW Director

Chair Weinstein called the meeting to order at 5:00pm.

Public Comment-None

Select Board Action

Review and Vote to Recommend Town Meeting Articles

Town Manager Tangeman stated he, and Assistant Town Manager Clark, would walk the Select Board through what was needed.

Article 2: Authorization to Set the Salary of the Select Board

Member Reed made a motion to recommend Article 2: Authorization to Set the Salary of the Select Board as printed in the Warrant.

Member Rein seconded.

Member Areson is uncomfortable voting on doubling the Select Board salary. She is not sure she's prepared to vote in favor but does not want to offend any fellow Board members. Member Reed mentioned the compensation study being done for the Town and noted various Select Board salaries from around the Cape. Member Dundas is in support of the Article as is the Chair.

Roll Call Vote:

Member Rein-Aye

Member Dundas-Aye

Member Areson-Nay

Member Reed-Aye

Chair Weinstein-Aye

So voted; 4-1-0, motion carries.

Article 3: Authorization to Set the Salary of the Moderator

Chair Weinstein recused himself as he's married to the Moderator. Member Areson noted that the current Moderator does not accept her salary and wished that fact to be known to the public. Chair Weinstein, speaking as a citizen, gave an overview of meetings the Moderator attends and the knowledge a moderator must have.

Member Rein made a motion to recommend Article 3: Authorization to Set the Salary of the Moderator as printed in the Warrant.

Member Dundas seconded.

Roll Call Vote:

Member Rein-Aye

Member Dundas-Aye

Member Areson-Aye

Member Reed-Aye

So voted; 4-0-1 (Chair Weinstein recused), motion carries.

Article 5: FY2023 Omnibus Budget Appropriation

Town Accountant Brazil went over the 2023 Budget Summary Recap. Chair Weinstein had Town Accountant Brazil go over how the Town uses a portion of Free Cash to stabilize the tax rate. Member Areson noted that Truro is viewed as a wealthy town due to the high real estate values and that is one of the reasons why we receive less in State aid. Town Accountant Brazil confirmed that statement.

Member Dundas made a motion to recommend Article 5: FY2023 Omnibus Budget Appropriation as printed in the Warrant.

Member Reed seconded.

Roll Call Vote:

Member Areson-Aye

Member Dundas-Aye

Member Rein-Aye

Member Reed-Aye

Chair Weinstein-Aye

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

Article 6-Section 5: To Pay for Town Record Binding and Record Digitization

Member Areson made a motion to recommend Article 6-Section 5: To Pay for Town Record Binding and Record Digitization as printed in the Warrant.

Member Dundas seconded.

Roll Call Vote:

Member Rein-Aye

Member Dundas-Aye

Member Areson-Aye

Member Reed-Aye

Chair Weinstein-Aye

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

Article 6-Section 8: To Purchase Additional Modules for Financial Transparency and Budgeting Software.

Member Dundas made a motion to recommend Article 6-Section 8: To Purchase Additional Modules for Financial Transparency and Budgeting as printed in the Warrant.

Member Rein seconded.

Roll Call Vote:

Member Areson-Aye

Member Rein-Aye

Member Dundas-Aye

Member Reed-Aye

Chair Weinstein-Aye

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

Article 7: Fund a Child Care Voucher Program

Assistant Town Manager Clark said that there were five options before the Board. Each option was reviewed thoroughly. Discussion was held between Select Board and Administration. Option #4 was favored over the other options. Raphael Richter gave his point of view and would be pleased to see Option #4 move forward. He also commented that he would withdraw the petitioned article regardless of whether Option #4 or #5 moves forward tonight.

Member Reed made a motion to recommend Article 7A: Fund A Child Care Voucher Program for Birth through 4-Year-Olds of Truro Residents and Town of Truro Staff.

Member Dundas seconded.

Roll Call Vote:

Member Rein-Aye

Member Dundas-Aye

Member Areson-Aye

Member Reed-Aye

Chair Weinstein-Aye

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

Member Reed made a motion to recommend Article 7B: Fund a Voucher Program for Birth through 4-Year-Olds of Truro Businesses' Staff.

Member Dundas seconded.

Roll Call Vote:

Member Dundas-Aye

Member Areson-Aye

Member Rein-Aye

Member Reed-Aye

Chair Weinstein-Aye

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

Article 35: Charter Amendment to Section 7-1-2

Member Reed made a motion to recommend Article 35: Charter Amendment to Section 7-1-2.

Member Areson seconded.

Roll Call Vote:

Member Areson-Aye

Member Rein-Aye

Member Reed-Aye

Chair Weinstein-Aye

So voted; 4-0-0, motion carries.

Chair Weinstein informed the Board that Member Dundas would not be present going forward in today's meeting as he had a prior engagement and needed to leave early.

Article 42: Charter Amendment to Section 3-2-1

Charter Review Chair Boyle submitted this Article and stated it was on the CRC's agenda for discussion tomorrow.

Member Reed made a motion to recommend Article 42: Charter Amendment to Section 3-2-1 as printed in the warrant.

Member Areson seconded.

Roll Call Vote:

Member Reed-Aye

Member Areson-Aye

Member Rein-Aye

Chair Weinstein-Aye

So voted; 4-0-0, motion carries.

Article 44: Amend Zoning Bylaw §10.2 Purpose

Member Reed made a motion to recommend Article 44: Amend Zoning Bylaw §10.2 Purpose as printed in the Warrant.

Member Rein seconded.

Roll Call Vote:

Member Rein-Nay

Member Areson-Nay

Member Reed-Nay

Chair Weinstein-Ney

So voted; 0-4-0, motion does not carry.

Article 45: Amend Zoning Bylaw §10.4 Definitions-Street Definition

Member Reed made a motion to recommend Article 45: Amend Zoning Bylaw §10.4 Definitions-Street Definition as printed in the Warrant.

Member Rein seconded.

Member Areson is not comfortable voting "no" on this Article and will be more inclined to abstain.

Roll Call Vote:

Member Reed-Nay

Member Rein-Nay

Chair Weinstein-Nay

So voted; 0-3-1 (Member Areson abstained), motion does not carry.

Article 46: Amend Zoning Bylaw §10.4 Definitions-Lot Coverage

Member Reed made a motion to recommend Article 46: Amend Zoning Bylaw §10.4 Definitions-Lot Coverage as printed in the Warrant.

Member Rein seconded.

Roll Call Vote:

Member Rein-Nay

Member Areson-Nay

Member Reed-Nay

Chair Weinstein-Nay

So voted; 0-4-0, motion does not carry.

Article 47: Amend Zoning Bylaw §40.1 Duplex Houses and Apartments

Member Reed made a motion to recommend Article 47: Amend Zoning Bylaw §40.1 Duplex Houses and Apartments.

Member Rein seconded.

Roll Call Vote:

Member Rein-Nay

Member Areson-Nay

Member Reed-Nay

Chair Weinstein-Nay

So voted; 0-4-0, motion does not carry.

Article 50: Non-Binding Public Advisory Question Calling for Holtec to Withdraw Plans to Discharge Radioactive Water into Cape Cod Bay.

Joan Holt, as lead petitioner for a similar Article (#51), suggested placing Article 50 on the 2022 Spring Ballot, and placing Article 51, which is similar in nature onto the Warrant. Member Reed would like to honor Ms. Holt's request to place Article 50 on the Ballot and also take Article 50 off of the Warrant. Member Areson supports that proposal.

Member Areson made a motion to place Article 50: Non-Binding Public Advisory Question Calling for Holtec to Withdraw Plans to Discharge Radioactive Water into Cape Cod Bay on the 2022 Spring Ballot and vote to recommend Article 51: To Prevent Dumping of Radioactive Water in the Cape Cod Bay-Petitioned Article as printed in the warrant.

Member Reed seconded.

Roll Call Vote:

Member Rein-Aye

Member Areson-Aye

Member Reed-Aye

Chair Weinstein-Aye

So voted; 4-0-0, motion carries.

Article 52: Amend Charter to Make Planning Board Appointed-Petitioned Article

Town Manager Tangeman informed the Board that the Charter Review Committee has not weighed in on this Article at this point. It will be discussed by them at their meeting tomorrow. Lead petitioner Raphael Richter would like to present this to the full Select Board (since one member is absent). Assistant Town Manager Clark stated that the Board could vote at their April 12 meeting and report that vote at Town Meeting. Member Reed is prepared to make a recommendation tonight. Discussion was held among various Select Board members and Charter Review Chair Boyle.

Member Reed made a motion to recommend Article 52: Amend Charter to Make Planning Board Appointed-Petitioned Article.

Member Rein seconded.

Roll Call Vote:

Member Areson-Nay

Member Rein-Aye

Member Reed-Aye

Chair Weinstein-Aye

So voted; 3-1-0, motion carries.

Article 53: Childcare Voucher Program-Petitioned Article

Town Manager Tangeman stated that Town Counsel weighed in and said that the Finance Committee will need to vote on this because it's a financial article. The Select Board can vote on this Article to recommend, and the petitioner could remove it at some point before the Warrant is published.

Assistant Town Manager Clark noted that it might be difficult to get petitioners signatures to remove and that it may be easier to indefinitely postpone on Town Meeting floor or Town Counsel may come back and say that since the Warrant is closed the Article needs to remain intact in the Warrant.

Member Areson made a motion to recommend Article 53: Childcare Voucher Program-Petitioned Article.

Member Reed seconded.

Roll Call Vote:

Member Areson-Abstain

Member Rein-Abstain

Member Reed-Abstain

Chair Weinstein-Abstain

So voted; 0-0-4, motion does not carry.

Article 54: Creation of Year-Round Rental Housing Trust-Petitioned Article

Town Manager Tangeman stated that the Finance Committee would need to vote on this Article. Mr. Richter noted that this was a duplicate of the Article which the Select Board recommended and was approved at Town Meeting last year.

Member Reed made a motion to recommend Article 54: Creation of Year-Round Rental Housing Trust-Petitioned Article as printed in the Warrant.

Member Rein seconded.

Roll Call Vote:

Member Areson-Aye

Member Rein-Aye

Member Reed-Aye

Chair Weinstein-Aye

So voted; 4-0-0, motion carries.

Article 55: Establishing a Net Zero Building Standard for Town Funded Building Projects-Petitioned Article

The petitioner of this Article, Mr. Slater, would like to amend this to make it simpler and offered the amendment for the Select Board to hear. Town Manager Tangeman stated that if an amendment was to be adopted there was a missing piece around which Department would enforce this. The Building Commissioner would be the enforcer and should be added into the amendment. Member Reed asked if Mr. Slater had discussed this Article with the Climate Action Committee and/or the Energy Committee to which Mr. Slater stated he did not. She thought discussing it with those Committees would be helpful if they were already working on something like this. Chair Weinstein does not think that Truro, the Select Board or Petitioner has the authority to suggest standards that would conflict with the State Building Code. Mr. Slater was encouraged to reach out to committees such as the Climate Action and Energy Committees.

Member Reed made a motion to recommend Article 55: Establishing a Net Zero Building Standard for Town Funded Building Projects-Petitioned Article.

Member Areson seconded.

Roll Call Vote:

Member Areson-Abstain

Member Rein-Nay

Member Reed-Nay

Chair Weinstein-Nay

So voted; 0-3-1, motion does not carry.

Article 56: Non-Binding Resolution-Study & Execute the Creation and Administration of a Workforce Housing Deed Restriction Buy Back Program-Petitioned Article

Assistant Town Manager Clark read an email from the petitioner which states he'd like to pull this Article from the warrant if possible because it needs more time to be ready, even for a non-binding resolution. She stated that staff would work with the petitioner to see if that was still possible. If it's not possible, the recommendation would be to make a motion to indefinitely postpone on Town Meeting floor.

Member Reed made a motion to recommend Article 56: Non-Binding Resolution-Study & Execute the Creation and Administration of a Workforce Housing Deed Restriction Buy Back Program-Petitioned Article.

Member Rein seconded.

Roll Call Vote:

Member Areson-Nay

Member Rein-Nay

Member Reed-Nay

Chair Weinstein-Nay

So voted; 0-4-0, motion does not carry.

Annual Town Meeting Planning

DPW Director Cabral went over the layout/logistics of Annual Town Meeting. A small discussion was held regarding moving the check-in time up to 9:00am and having the Annual Town Meeting start at 10:00am. The Town Moderator will be consulted.

Select Board Reports/Comments

Member Areson went over her report:

- There is a Select Board goal to annually hold work-sessions with the Truro Housing Authority, Planning Board and Zoning Board to develop housing initiatives. She had a very productive meeting with Town Planner/Land Use Counsel Carboni and Town Manager Tangeman along with the Chairs of the Housing Authority, Planning Board and Zoning Board. She's hoping to bring forth a suggestion made by this Ad Hoc group to the Select Board meeting in a couple of weeks.
- Cloverleaf Oversight Committee met on March 4th. Things are moving forward, and the developer is working on cost estimates.
- The Open Space Committee met recently. They did not receive a DLTA grant for updating its open space and recreation plan.
- LCPC is meeting on Monday and is looking forward to a report on the survey that was a collaborative effort between LCPC, Housing Authority and WPCPC.
- The Finance Committee had a lot of discussion about the budget and Town Meeting articles.

- She attended a workshop at the Library by a group named Cape Mediation called Building Bridges. They are planning another workshop and she recommended attendance by Town Boards and members of the public.

Chair Weinstein went over his report:

- As representative to Region D (Eastham, Wellfleet, Truro, Provincetown) on the Metropolitan Planning Organization he wished the public to be aware of several projects.
 - Pavement preservation of the State Highway from South Wellfleet to the Truro Town line.
 - 10-million-dollar project to remedy the intersection in Wellfleet (Route 6 and Main St).
 - He touched upon a rotary project at the junction of Route 6 and Shank Painter Road in Provincetown and a shared-use path which would connect the Cape Cod Rail Trail in Wellfleet all the way into Provincetown.

Town Manager Report and Update on Truro Talks

Town Manager Tangeman spoke briefly about three comments made at a prior Select Board meeting in regard to Truro Talks, the newsletter. He then brought up the Select Board agenda for April 12, 2022, and reviewed the items currently on the docket. Member Areson asked that an agenda item be placed for Truro Talks.

Member Reed made a motion to adjourn at 8:45pm

Member Areson seconded.

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

Respectfully submitted,

Noelle L. Scoullar

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

Public Records material of 03.29.2022

1. Draft Town Meeting Warrant
2. Email from Brian Boyle regarding Election date Charter Amendments