



Truro Select Board

Tuesday, June 14, 2022

Executive Session-4:30pm

Regular Meeting-5:00pm

EXECUTIVE SESSION

<https://meet.goto.com/243171605>

1-877-309-2073 Access Code: 243-171-605

Move that the Select Board enter into Executive Session for the following purposes:

- 1) in accordance with the provisions of Massachusetts General Law, Chapter 30A, §21 (a) 3, to discuss strategy with respect to litigation, *Watson v. Hultin et al.*, Land Court 22 Misc 00280 (127 South Pamet Road), where discussion of these matters in open session would have a detrimental effect on the litigating positions of the Town (and the Chair so declares it); and
- 2) to review and approve the executive session meeting minutes of September 9, 2021, October 8, 2021, October 12, 2021, and February 11, 2022; and
- 3) to determine whether continued nondisclosure of the following executive session meeting minutes is warranted: September 9, 2021, October 8, 2021, October 12, 2021, and February 11, 2022; and not to reconvene in open session.

REGULAR MEETING

<https://meet.goto.com/736047797>

1-866-899-4679 Access Code: 736-047-797

This will be a remote meeting. Citizens can view the meeting on Channel 18 in Truro and on the web on the "Truro TV Channel 18" button under "Helpful Links" on the homepage of the Town of Truro website. Click on the green "Watch" button in the upper right of the page. **To provide comment during the meeting please call in toll free at 1-866-899-4679 and enter the following access code when prompted: 736-047-797 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/736047797> 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. Krista Edwards-Recreation Advisory Committee
- B. Peter Morris-Recreation Advisory Committee

5. **STAFF/ COMMITTEE UPDATES**

- A. Staff Update: ARPA Application for Broadband Needs Assessment Study, IT Director David Wennerberg
- B. Staff Update: Summer Safety, Police Chief Jamie Calise

6. TABLED ITEMS

- A. Review and Approve Revised Select Board Policy 28: Curb Cuts
Presenter: Robert Weinstein, Select Board Vice-Chair and Jarrod Cabral, Public Works Director
- B. Discussion with Dana Pazolt ADA License Holder
Presenter: Darrin Tangeman, Town Manager

7. SELECT BOARD ACTION

- A. Invitation for Financial Management Review
Presenter: Alex Lessin Martini, Finance Director
- B. Service Agreement with Cape Cod Conservation District and Woods Hole Group
Presenter: Jarrod Cabral, Public Works Director
- C. Select Board Appointment Process
Presenter: Sue Areson, Select Board

8. CONSENT AGENDA

- A. Review/Approve and Authorize Signature:
 - 1. Harbor to the Bay MassDOT Event Notification Form
 - 2. Entertainment Application-Truro Concert Committee
- B. Review and Approve Appointment Renewals: None
- C. Review and Approve 2022 Seasonal Business Licenses: North of Highland Campground-Transient Vendor License
- D. Review and Approve Select Board Minutes: Select Board Regular Meeting Minutes of 3.22.2022; Select Board Regular Meeting Minutes of 4.5.2022

9. Select Board Reports/Comments

10. Town Manager Report

Next Meeting Agenda: Work Session- June 21, 2022; Regular Meeting and Joint Meeting on Stormwater Mitigation- June 28, 2022.



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: June 14, 2022

ITEM: Applications to Serve-Recreation Advisory Committee

EXPLANATION: The Board will consider two applications to serve on the Recreation Advisory Committee submitted by Krista Edwards and Peter Morris. The Recreation Advisory Committee has two positions open; a one-year full-membership term and a one-year alternate-membership term. Filling these two positions will give the Recreation Advisory Committee a full complement of members.

FINANCIAL SOURCE (IF APPLICABLE): N/A

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

SUGGESTED ACTION: *Motion to appoint Krista Edwards to a one-year (full-membership term/alternate-membership term) which expires June 30, 2023.*

Motion to appoint Peter Morris to a one-year (full-membership term/alternate-membership term) which expires June 30, 2023.

*Note-please advise appointees that Administration Staff will reach out to them for required paperwork and training before being sworn in.

ATTACHMENTS:

1. Application to Serve-Krista Edwards
2. Application to Serve-Peter Morris

Truro

Application to Serve on a Board or Committee

Last Name

Edwards

First Name

Krista

Middle Initial

Elise

Email Address

[REDACTED]

Phone Number

[REDACTED]

Address (Street)

12 Sallys Way

Address (City)

North Truro

Address (State)

MA

Address (Zip Code)

02657

Mailing Address (Please indicate box number and zip code)

P.O. Box 696 Provincetown, Ma 02657

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

RCVD 2022MAY20 AM7:49
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

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

I love our Truro community and want to see a bright future for our children here! I am excited to work with my friends and colleagues to better the community!

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've worked extensively with the Muscular Dystrophy Association on many fundraising events that have raised both a lot of money and awareness for the cause.

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

I work in the hospitality field and am very comfortable working with the public and many different kinds of people. I also have five children of my own and have a lot of experience with their recreational activities.

Signature

Krista Edwards

Date

May 19, 2022

Truro

Application to Serve on a Board or Committee

Last Name

Morris

First Name

Peter

Middle Initial

Email Address

[REDACTED]

Phone Number

[REDACTED]

Address (Street)

23 Whitmanville Rd

Address (City)

Truro

Address (State)

MA

Address (Zip Code)

02666

Mailing Address (Please Indicate box number and zip code)

Box 80, 02666

RCUD 2022MAY25 04:11:54
ADMINISTRATIVE OFFICE
TOWN OF TRURO

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

Are you a full-time resident of Truro?

Yes

No

Are you registered to vote in Truro?

Yes

No

What Board/ Committee Are You Applying For?

Recreation

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

As a lifelong Truro resident, I look forward to working with board and committee members to create and support youth programs.

Have you attended a meeting of the committee listed above?

Yes

No

Have you read the charge of the committee?

Yes

No

Have you met with the chair of the committee?

Yes

No

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

Not at this time.

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

town, volunteer, charity, etc.

Previously worked for the DPW, Truro. During my employment I worked on various projects to support the town and its residents. For the last two years I have worked for the town of Wellfleet and in my current capacity as Assistant Director of the DPW, I facilitate meetings, manage staff, interact with the public and work with all town offices to coordinate events and assist in maintaining the town and accommodating Wellfleet residents.

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.

Assistant Director, DPW Wellfleet Lions Club, Member Nights of Columbus, Member Cape Coastal League, Assistant Coach Minors

Signature

Peter Morris

Date

May 25, 2022



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Information Technology

REQUESTOR: Information Technology Director David Wennerberg

REQUESTED MEETING DATE: June 14, 2022

ITEM: Staff Update: ARPA Application for Broadband Needs Assessment Study

EXPLANATION: The Town of Truro has significant gaps in broadband availability and reliability throughout the community. The Town's Cable and Internet Advisory Committee has been considering steps to examine the issue in greater detail so that community leadership can make informed decisions about possible solutions. As a first step, we need to conduct a comprehensive needs assessment study to pinpoint the areas in town that are unserved/underserved regarding broadband connection and speed. To address public safety concerns, the needs assessment study will also include an analysis of the cellular communications at the beaches. IT Director David Wennerberg will provide an overview of the proposed needs assessment study and related application for ARPA (American Rescue Plan Act) funds.

FINANCIAL SOURCE (IF APPLICABLE): ARPA grant funding.

IMPACT IF NOT APPROVED: N/A

SUGGESTED ACTION: None. Report only.

ATTACHMENTS:

1. Broadband Needs Assessment Survey Template

Phase 1: Community Broadband Study and Assessment

Tasks:

1. Community Education
2. Stakeholder Engagement
3. Community Broadband Survey
4. Broadband Performance Testing
5. High-Level Design and Cost Estimate
6. High-Level Business Analysis

Task 1: Community Education

It is important to help citizens understand the impact of broadband services, especially for future growth and success. The following efforts are designed to provide a common foundation of knowledge about broadband to citizens and stakeholders:

- ① Educate residents about the goals for the pre-feasibility study and what community leaders hope to achieve by improving broadband access in Truro.
- ② Define 21st Century broadband services.
 1. It should be **FAST**. The FCC has established that broadband is defined by 25 Mbps download, 3 Mbps upload speeds. This is considered the *minimum* for effective use in today's connected world. Realistically, much faster speeds are quickly becoming the norm, with Gigabit internet (1,000 Mbps) becoming the standard in many communities and 10 Gbps internet now being offered in some communities. The FCC's definition of broadband is based solely on advertised speed and does not reflect the real-world reality of service slowdowns and interruptions that negatively impact the user's experience.
 2. It should be **AFFORDABLE**. Having world-class broadband speeds accomplish little if few people can afford it. Broadband should be financially accessible to as many people as possible.
 3. It should be **RELIABLE**. Internet is no longer a convenience or luxury; it is a necessity of everyday life. Just as electric customers would not tolerate extended and frequent service outages, neither should internet customers.
 4. It should be **UNIVERSALLY AVAILABLE**, in other words, available everywhere in the community. Some internet delivery technologies provide limited geographic coverage. Some providers choose to extend service only to certain areas. Neither reason is acceptable in today's connected world. And like roads and education, it should be available to all citizens.
 5. It should be **CONSUMER FOCUSED**. Large incumbent operators that operate in large geographic footprints cannot provide the level of customer care that community-based providers can.
- ③ Promote understanding and awareness of why 21st Century broadband is important for the community's future.
 1. **Quality of Life**. Communities spend a great deal of time, effort, and money trying to make their town a great place to live, work, and play. Elements of quality of life include public safety,

education, and recreation. Just like safe streets and things to do are attractions for persons looking to put down roots, so are 21st century broadband services.

2. **Business and economic development.** More and more traditional businesses rely on the internet for key elements of operations, including sales. In addition to these traditional “brick and mortar” businesses, a growing number of small businesses are based in the home. All businesses require access to the world whether selling products or acquiring supplies. In either case, reliability and affordability are two key elements of driving economic activity in your community.
3. **Education.** The educational sector has adopted technology at a rapid pace because it enhances learning. And since learning does not end at the final bell of the school day, students need access to internet when they come home. Slow internet, or an extended outage, may make the difference between a completed homework assignment and a failing grade. Deficits in broadband were made abundantly clear during the COVID-19 pandemic as classrooms moved online and some students found themselves struggling to learn.
4. **Health care.** Health care facilities are already highly dependent on the internet for what has been traditionally called “remote health care”. Now most health care organizations are moving beyond sharing information among their facilities into delivering health care services via the internet to patients in their homes. E-health will allow us to deliver better care faster and at lower cost and will help our aging population remain independent and healthy.
5. **Other local needs.** Examples include sensor systems to monitor water and air quality; agricultural sensor networks that collect soil conditions; smart grids will make energy delivery and use more efficient. Public safety and disaster preparedness require special needs at special times. Many new applications will have local communication needs.

④ Share what other communities have experienced with improved broadband services, showing community members what is possible when the goal of better broadband is achieved.

Task 2: Stakeholder Engagement

Engaging in a dialogue with area residents, both individually and in small groups, helps frame up the issues that they face when it comes to broadband access and utilization.

- ① Interview key institutional and business leaders to identify their specific needs and how/whether those needs are currently being met by existing providers.
- ② Hold meetings (in-person or virtual) with specific stakeholder groups to further explore specific broadband needs and seek feedback on perceived capacity for local solutions. We recommend five small-group meetings with some combination of the following specific groups:

1. Education
2. Public safety
3. Governmental entities and schools
4. Economic development leadership
5. Health care
6. Industrial & commercial

7. Other stakeholder groups as identified by the client.

Additional videoconferencing and input meetings with key stakeholders would be on an as-needed basis.

Task 3: Community Broadband Survey

The online community broadband survey will contain broadband industry questions that are designed to help determine the ability to capture market share from existing providers. This evaluation of the market opportunity will be of value to both the Town and any other potential provider in determining take rates and financial performance.

Task 4: Broadband Performance Testing

As part of the survey, SSC will also collect data from Truro homes and businesses about their internet performance. Using this type of crowd-sourced speed and performance testing we can gather a clearer idea of what consumers are actually experiencing from current providers and not just what's advertised.

Task 5: High-Level Design and Cost Estimate

Our project partner HR Green will utilize GIS data to provide a reasonable estimate of the costs to build a fiber-to-the-home network that reaches every premise. While this high-level estimate would not be adequate for financing and a full engineering design would be required before construction, the estimate will give leaders a reasonable range of possible costs for a network.

Task 6: High-Level Business Analysis

Utilizing the cost estimate in Task 5, SSC will conduct a high-level business analysis that will examine likely revenue requirements needed to support a Town-owned fiber network. The analysis will include likely financing structures and community leaders' feedback on options. Its goal is to help determine broad financial parameters needed to achieve the project's goals.



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Police

REQUESTOR: Police Chief Jamie Calise

REQUESTED MEETING DATE: June 14, 2022

ITEM: Staff Update: Summer Safety

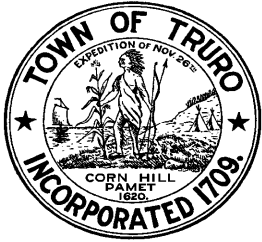
EXPLANATION: Police Chief Jamie Calise will provide a brief update on summer safety and any other current happenings in the Truro Police Department.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: N/A

SUGGESTED ACTION: None. Report only.

ATTACHMENTS: None.



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Public Works

REQUESTOR: Jarrod J. Cabral, DPW Director

REQUESTED MEETING DATE: June 14, 2022

ITEM: Review and Approve Revised Select Board Policy 28: Curb Cuts

EXPLANATION: As directed by the Select Board, Vice-Chair Weinstein worked with Town staff to revise Select Board Policy 28: Curb Cuts. The draft policy was presented at the February 22, 2022, meeting for review and comment. Based on the feedback received from that meeting, Vice-Chair Weinstein, Town Planner & Land Use Counsel Barbara Carboni, and Public Works Director Cabral prepared the attached revised Select Board Policy 28: Curb Cuts draft for the Board's consideration. The intent of the revisions is to provide clarification and address the future needs of the Town.

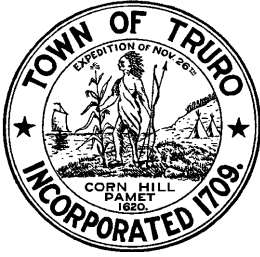
FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Policy will not be changed.

SUGGESTED ACTION: *MOTION TO approve the proposed changes to Select Board Policy 28: Curb Cuts.*

ATTACHMENTS:

1. Existing Select Board Policy #28: Curb Cut Policy
2. Proposed Select Board Policy #28: Curb Cut Policy
3. Curb Cut Approvals Form



TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

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

POLICY MEMORANDUM #28

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

Subject: **CURB CUT POLICY**

1. Introduction

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

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

2. Policy

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

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

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

3. Action

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

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

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

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

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

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

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

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

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

4. Enforcement

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

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

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

2. Process

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

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

Alfred Gaechter, Chairman

Gary Palmer, Vice-Chairman

Christopher R. Lucy, Clerk

Curtis Hartman

Janet W. Worthington
Board of Selectmen
Town of Truro

EXHIBIT 1

TOWN OF TRURO
APPLICATION FOR A CURB CUT PERMIT

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

Date: _____

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

Re: **APPLICATION FOR A CURB CUT**

Dear Board Members:

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

Name(s): _____

Address: _____

Curb Cut Street Location: _____

Affected Town or State road: _____

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

Name of contractor: _____

Reason/explanation: _____

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

Applicant's Signature: _____

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

Owner's Address (if different): _____

Director, Department of Public Works Preliminary Approval:

_____ Approved _____ Disapproved _____ Not Applicable

Director, Department of Public Works

Date

Chief of Police Approval:

_____ Approved _____ Disapproved _____ Not applicable

Chief of Police

Date

Board of Selectmen Approval:

_____ Approved _____ Disapproved

Chairman, Board of Selectmen

Date

Planning Board Approval (if required):

_____ Approved _____ Disapproved _____ Not Applicable

Chairman, Planning Board

Date

Building Commissioner Approval:

_____ Approved _____ Disapproved Building Permit Number _____

Building Commissioner

Date

Mass Highway Referral (if required):

Date Forwarded _____

Signature

Director, Department of Public Works Declaration of Compliance:

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

Director, Department of Public Works

Date

Building Commissioner Final Approval:

_____ Approved _____ Disapproved Certificate of Occupancy _____

Building Commissioner

Date

EXHIBIT 2

TOWN OF TRURO CURB CUT DESIGN AND CONSTRUCTION REQUIREMENTS

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

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

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

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

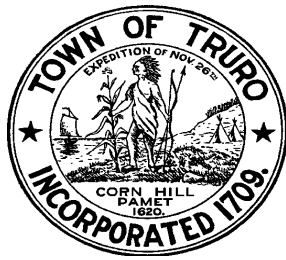
Design and Construction Requirements:

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

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

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

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



TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

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

POLICY MEMORANDUM #28

Date: Adopted June 6, 2000, revised 9/22/04, 2/28/06, 6/13/06, 10/13/07, June 14, 2022

Subject: **CURB CUT POLICY**

1. Purpose

This Policy aims to protect public safety (including safe passage for emergency vehicles and personnel), and to protect Town roads and infrastructure, with respect to the location and use of curb cuts on Town- and State-owned roads.

2. Applicability

All new curb cuts off of a Town or State-owned roads, and all alterations of existing curb cuts off such roads, shall require a Curb Cut Permit. This includes curb cuts associated with new construction; curb cuts absent new construction; and new curb cuts on lots with existing curb cuts (relocation).

Permits for Curb Cuts on Town roads are issued by the Select Board following Town Department review. Permits for Curb Cuts on State-owned roads are referred to the Massachusetts Department of Transportation for review and approval.

3. Prerequisite to issuance of building permit and certificate of occupancy

Where a curb cut is proposed on a Town or State road, a Curb Cut Permit must be obtained prior to application for a building permit for construction on the subject lot. No certificate of occupancy shall issue unless all conditions of the Curb Cut Permit have been met as certified by the Director of Public Works to the Building Commissioner.

4. Procedure

- Prior to performing commencing any work on a curb cut onto a Town- or State-owned road, the property owner or representative shall submit a completed Curb Cut Permit application to the Building Department, together with the following materials:
 - Complete plans of subject property (engineered; stamped; scale no less than 1" = 40'), showing property lines; topography; existing and proposed driveway(s); and grade of driveway to be served by curb cut;
 - List of materials;

- Explanation/illustration of means and methods for construction, stormwater management and erosion control.
- Copies of the application shall be distributed to Town Departments for review, comment and approval/disapproval.
- The Director of Public Works shall review the application and all Department comments; indicate approval/disapproval of the application; and submit to the Town Manager with any comments or recommendations.
- The Town Manager shall review the application and all Department and DPW Director comments; indicate approval/disapproval of the application, and submit to the Select Board with any comments or recommendations.
- The Select Board shall, following review of the application and Department comments, approve or disapprove the curb cut, imposing on an approval any conditions deemed necessary for public safety and/or the protection of Town property.
- The Director of Public Works may inspect a curb cut under construction and may stop work for any violation of Policy standards or any conditions of approval.
- The Director of Public Works shall inspect the completed curb cut and certify its compliance with applicable standards and any conditions of approval.
- All curb cuts must be completed within one year off approval. Upon written request, an extension may be granted by the Director of Public Works.
- The Select Board may waive any requirement of this policy, where such waiver is consistent with public safety and will pose no threat to Town property, imposing any conditions necessary to protect the same.

Modifications to existing curb cuts

- All modifications to existing curb cuts require the submittal of a complete Curb Cut Application.
- The Director of Public Works is authorized to approve alterations to existing curb cuts (i.e., without approval of Select Board) following a modified review process.

5. Standards

General

- A. One (1) curb cut is permitted on each property. The Select Board may grant a variance from this limit upon demonstration of site-specific need.

- B. Curb cuts and driveways shall be located to maximize safety for entrance to and exit from the property, considering factors of grade, road alignment, profile, and sight distance conditions.
- C. All curb cuts shall be located and constructed so as to preclude:
- damage to any Town or State road during or after construction.
 - stormwater runoff onto any Town or State road;
 - deposit of sand, soils or other materials onto any Town or State road;
 - any other potential hazard to public safety or Town property as may be identified by the Director of the Department of Public Works, Building Commissioner, Chief of Police, and/or Fire Chief.

Grade

- Driveways served by curb cuts shall have a grade not to exceed 15%.
- The driveway must be constructed on a negative grade from the edge of the hardened surface of access road to the access road layout line and graded in such a manner that no ponding of water occurs within the access road layout. The applicant shall be responsible for the disposal of all surface water from the development and its roads.

Radius

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

Material

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

Sight distances *[from subdivision regulations]*

- For Driveways, the sight distance in each direction shall not be less than three hundred (300) feet; however, when intersecting Route 6, the sight distance in each direction shall be no less than four hundred seventy-five (475) feet.

Clearing of vegetation *[from General Bylaws]*

For driveways in excess of fifty (50) feet in length, the following standards shall be met:

- The traveled way of any driveway shall be no less than eight (8) feet wide

- The combined traveled way and clearance of any obstacles including vegetation shall be no less than (14) feet. (8' wide driveway 3' clearing on either side of driveway)
- Height clearance shall be no less than fourteen (14) feet from the road surface.

Erosion Control *[from subdivision regulations]*

- Stripping of vegetation, soil removal, and regrading shall be accomplished so as to minimize erosion
- Temporary vegetation and/or mulching shall be used to protect exposed areas during construction
- Permanent (final) vegetation and mechanical measure to stabilize the land surface and control erosion shall be installed as soon as practicable after construction ends

6. Costs to property owner

- The cost of any construction taking place within the Town or State layout shall be borne by the property owner(s) and any successors in interest.
- The cost of any repairs to Town property caused during construction of the curb cut, and/or caused by failure to comply with this Policy or any conditions of curb cut approval, shall be borne by the property owner(s) and/or any successors in interest.

7. Enforcement

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

- A refusal by the Building Department to issue a building permit and/or certificate of occupancy;
- A request to Massachusetts Department of Transportation for disapproval of an owner/applicant's request for a permit to enter a State road.

Kristen Reed, Chair

Robert Weinstein, Vice-Chair

John Dundas, Clerk

Susan Areson

Stephanie Rein
Select Board
Town of Truro

TOWN OF TRURO
APPLICATION FOR A CURB CUT PERMIT

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

Date: _____

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

Re: **APPLICATION FOR A CURB CUT**

Dear Board Members:

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

Owners Name(s) (Please Print): _____

Address: _____

Phone Number: _____

Email Address: _____

Curb Cut Street Location: _____

Affected Town or State road: _____

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

Name of contractor: _____

Contractor Phone Number: _____

Contractor Email: _____

Reason/explanation: _____

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

Applicant’s Signature: _____

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

Owner’s Address (if different): _____

FOR TOWN STAFF/BOARD USE ONLY

DEPARTMENT APPROVALS

<u>Building Commissioner Approval</u>			Building Permit Number _____
_____ Approved	_____ Disapproved		
_____		_____	
Building Commissioner		Date	
<u>Chief of Police Approval</u>			Not Applicable
_____ Approved	_____ Disapproved		
_____		_____	
Chief of Police		Date	
<u>Fire Chief Approval</u>			Not Applicable
_____ Approved	_____ Disapproved		
_____		_____	
Fire Chief		Date	
<u>Health & Conservation Agent Approval</u>			Not Applicable
_____ Approved	_____ Disapproved		
_____		_____	
Health & Conservation Agent		Date	
<u>Public Works Director Approval</u>			Not Applicable
_____ Approved	_____ Disapproved		
_____		_____	
Public Works Director		Date	
<u>Town Manager Approval</u>			
_____ Approved	_____ Disapproved		
_____		_____	
Town Manager		Date	
<u>Select Board Approval</u>			
_____ Approved	_____ Disapproved		
_____		_____	
Select Board Chair		Date	

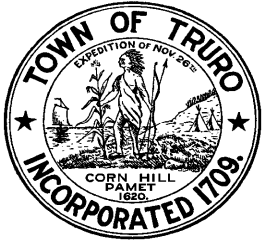
ADDITIONAL APPROVALS (if required)

<u>Planning Board Approval (if required)</u>			Not Applicable
_____ Approved	_____ Disapproved		
_____		_____	
Planning Board Chair		Date	
<u>Mass Highway Referral (if required)</u>			
Date Forwarded _____			
_____		_____	
Signature		Date	

PROPERTY ADDRESS _____

CERTIFICATION OF COMPLIANCE/FINAL APPROVAL

<u>Public Works Director Declaration of Compliance</u>		
<i>I have inspected the property located at _____ and found the work requested on the Application for a Curb Cut dated _____ to be in compliance with the Select Board Policy #28 - Curb Cut Policy.</i>		
_____ Public Works Director		_____ Date
<u>Building Commissioner Final Approval</u>		
_____ Approved	_____ Disapproved	Certificate of Occupancy _____
_____ Building Commissioner		_____ Date



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: John Dundas, Select Board Clerk

REQUESTED MEETING DATE: June 14, 2022

ITEM: Discussion on aquaculture license renewals.

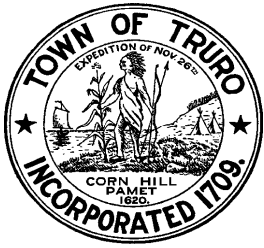
EXPLANATION: The Select Board approved Dana Pazolt's grants # 1-5 at the May 24, 2022 meeting, allowing him to continue to work on his shellfish grant which now qualifies for a five (5) year lease. Mr. Pazolt was unable to attend the meeting. Member Dundas asked for Mr. Pazolt to attend this meeting in case the Board has any questions they wish to ask.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Discussion Only.

SUGGESTED ACTION: None-Discussion Only.

ATTACHMENTS: None



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Finance

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

REQUESTED MEETING DATE: June 14, 2022

ITEM: Invitation for Financial Management Review

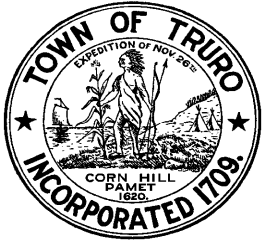
EXPLANATION: The Town has the opportunity to invite members of the Division of Local Services (DLS) Finance Management Resource Bureau to complete a Financial Management Review. The Bureau team has assisted more than a dozen municipalities by analyzing current practices and suggesting improvements to financial operations. The review is an “opportunity” only and would not impact the Town’s certification of its balance sheet, tax recaps, or other state mandated requirements. The process would help capitalize on recent structural changes to the Finance department and continue the momentum towards modernization. The initial product of the review would include a Finance Management Review report, which would establish a blueprint for improvement and set a foundation for the formal policies and procedures manual.

FINANCIAL SOURCE (IF APPLICABLE): N/A. Staff time only.

IMPACT IF NOT APPROVED: If not approved, the Town will not have the opportunity for a free operational review in fiscal 2023.

SUGGESTED ACTION: *MOTION TO request that the Division of Local Services complete a Financial Management Review for the Town of Truro.*

ATTACHMENTS: None



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Department of Public Works

REQUESTOR: Jarrod J. Cabral, DPW Director

REQUESTED MEETING DATE: June 14, 2022

ITEM: Supplemental field investigation and modeling for Truro Center Road culvert crossing on the Pamet River system.

EXPLANATION: Previously, the Town, in an agreement with NRCS/USDA, authorized Woods Hole Group to conduct a field investigation and preliminary design analysis to develop feasible replacement alternative approaches as detailed in the prior report entitled *Truro Center Road Field Investigation & Preliminary Design Report* (WHG, June 2021). The June 2021 Report utilized data and built upon information ascertained from the prior U.S. Army Corp of Engineers (USACE) Pamet River Investigation (November 2019). This included utilizing the water level measurements and HEC-RAS model to develop and evaluate additional design alternatives.

During the review of this most recent June 2021 Report with the project partners, additional data and knowledge gaps were identified that needed to be addressed before the design(s) could be advanced further and prepared for permit applications. This proposal is intended to provide supplemental field and modeling data to fill data gaps and help make informative decisions that will advance the design of the replacement structure in a subsequent phase of work. This proposal is inclusive of Fuss & O'Neill and Provincetown Center for Coastal Studies' sub-contract services.

FINANCIAL SOURCE (IF APPLICABLE): This is a reimbursable grant to the Town funded by the Cape Cod Conservation District. The Town contracts with the Cape Cod Conservation District for reimbursement, and the Woods Hole Group for services.

IMPACT IF NOT APPROVED: Project to replace the culvert at Truro Center Road will not move forward.

SUGGESTED ACTION: *MOTION TO authorize the Town Manager to sign the service agreement with the Cape Cod Conservation District and the Woods Hole Group proposal for services.*

ATTACHMENTS:

1. Service agreement with Cape Cod Conservation District
2. Woods Hole Group proposal



303 Main Street (Route 28), West Yarmouth, MA 02673

Tel: (508) 771-6476 • E-mail: capecodcd@gmail.com

web: www.capecodconservationdistrict.com

**Supplemental Field Investigation and Modeling for Truro Center Rd Crossing on the
Pamet River System
Cape Cod Water Resources Restoration Project
Barnstable County, Massachusetts
SERVICE AGREEMENT
Between the
Cape Cod Conservation District (CCCD) and the Town of Truro
July 1, 2022**

Introduction

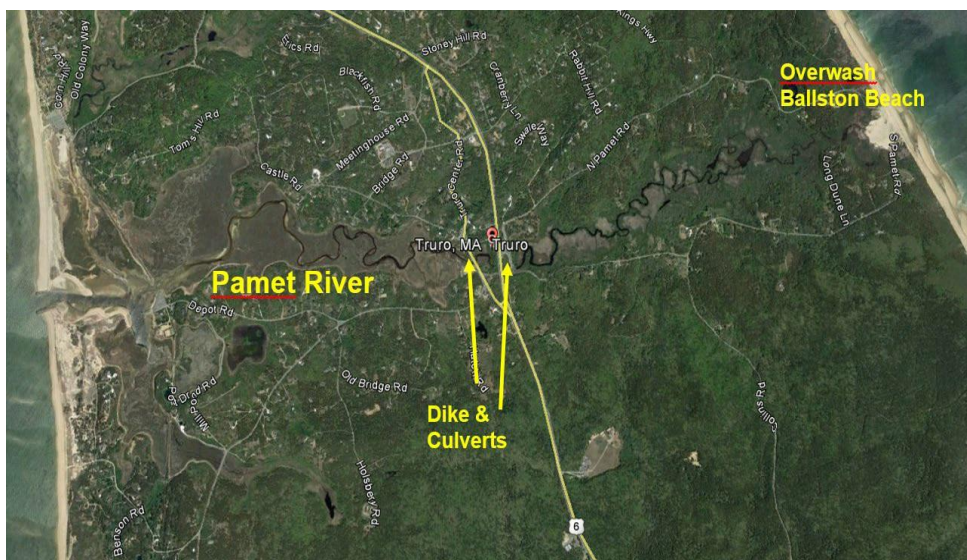
The Cape Cod Conservation District, hereinafter referred to as (CCCD) has entered into agreement with the USDA-Natural Resources Conservation Service to provide project analysis, plans and designs for individual projects to work toward implementation of the Cape Cod Water Resources Restoration Project (CCWRRP) under the federal Watershed Flood Prevention Operations Program (WFPO). The CCCD is a major project sponsor and coordinates with town sponsors to implement projects that meet the objectives of the CCWRRP as approved by Congress in 2009. The CCWRRP broadly focuses on watershed protection and fish and wildlife habitat improvement and specifically on projects that restore anadromous fish passage, projects that remediate stormwater that improve water quality for shellfish growing areas, and salt marsh restoration projects that restore tidal flows to tidally restricted marshes.

Background

The Pamet River in Truro, Massachusetts, is an estuarine and freshwater river system consisting of three stream branches that meet to form Pamet Harbor before discharging to Cape Cod Bay. The main branch of the river system is the Pamet River, which is about 2.5 miles long extending from Ballston Beach west to Pamet Harbor and it is divided into two hydrologically separate sections by Wilder's Dike and its associated tide gate (see locus map below). The upper Pamet extends from Ballston Beach to Wilder's Dike and supports a freshwater environment due the restricting Wilder's Dike culvert/flap-gate. The freshwater portion is fed primarily through groundwater and surface runoff east of Wilder's Dike. The portion west of Wilder's Dike is tidally influenced and contains salt marsh characteristics. Wilder's dike was constructed in 1869 to replace a wooden bridge that once crossed the Pamet River in this location. The dike includes an approximately 4.0-foot diameter culvert with a tide gate system that has been modified and replaced numerous times. The tide gate remains open during periods of low tide (allowing the upper Pamet to drain) and closes during high tide to prevent tidal flow east of the dike to the upper Pamet. The Route 6 embankment and culvert system, located just west of the Wilder's

Dike, was constructed in the 1950s. An open 4.0-foot diameter culvert allows flow through the Route 6 embankment east of the dike. The freshwater head of the Pamet River is located directly behind Ballston Beach along the Atlantic Ocean. In recent years, there have been numerous instances of oceanic overtopping at Ballston Beach leading to adverse flooding impacts to local property owners and roadways as the small culverts at the Wilder's Dike and Rte. 6 restrict drainage of sea water from the upper river system to Cape Cod Bay. The culvert structure at Wilders Dike was heavily damaged during the winter 2018 storm season, resulting in sinkholes, buckling of the headwall, and destruction of the tide gate (eventually replaced). Storm surge from Pamet Harbor even overtopped the roadway during these March 2018 storms, while storm wave over wash at Ballston Beach drained into the upper portion of the Pamet River creating flooding issues upstream with Atlantic Ocean water. Introduction of saltwater to this upstream freshwater system caused vegetation dieback and transition of a portion of this resource to saltwater habitat characteristics indicative of the system before the tide gate was installed. The evolving landscape provides a salt marsh habitat restoration opportunity.

Previously, the Town, in an agreement with NRCS, the Woods Hole Group conducted a field investigation and preliminary design analysis to develop feasible replacement alternative approaches for the Truro Center Road culvert as detailed in the prior report entitled *Truro Center Road Field Investigation & Preliminary Design Report* (WHG, June 2021). The June 2021 Report utilized data and built upon information ascertained from the prior U.S. Army Corp of Engineers (USACE) Pamet River Investigation (November 2019). This included utilizing the water level measurements and HEC-RAS model to develop and evaluate additional design alternatives. During the review of this most recent June 2021 Report with the project partners, additional data and knowledge gaps were identified that needed to be addressed before the design(s) could be advanced further and prepared for permit applications. This effort is intended to provide supplemental field and modeling data to fill data gaps and help make informative decisions that will advance the design of the replacement structure in a subsequent phase of work.



AGREEMENT

NOW THEREFORE, The CCCD and the Town of Truro, MA do mutually agree as follows:

Employment of Contractor: The CCCD hereby agrees to engage the Town of Truro to secure an A&E firm to provide the services described in the Scope of Work below.

1. Time of Performance: Work shall begin on or about July 1, 2022, and be completed by March 1, 2023, unless an extension in time is agreed to in writing by both CCCD and Town of Truro.
2. Payment: CCCD shall compensate the Town of Truro a total not exceed \$113,636 for services provided under the Scope of Services Deliverables. The Town of Truro shall submit invoices quarterly to CCCD, detailing work progress and completed deliverables. Upon review and approval, payment shall be made by CCCD to the Town of Truro within thirty (30) days.
3. Deliverables: All deliverables will be delivered via email, or other method mutually agreed to in advance and will be provided in MS Word, MS Excel, or other agreed upon format.
4. Termination or Suspension of Agreement for Cause. If CCCD or the Town of Truro shall fail to fulfill or perform its duties and obligations under this Agreement, or if any party shall violate or breach any of the provisions of this Agreement, any party shall thereupon have the right to terminate or suspend this Agreement, by giving written notices to the other parties of such termination or suspension and specifying the effective date thereof. Such notice shall be given at least fifteen (15) calendar days before such effective date. In the event of such termination or suspension of the Agreement, the Town of Truro shall be entitled to just and equitable compensation for satisfactory work completed in the performance of this Agreement up to and including the date of termination or suspension.
5. Interpretation and Severability: If any provision of this Agreement is declared or found to be illegal, unenforceable, or void, then all parties shall be relieved of all obligations under that provision. The remainder of the Agreement shall be enforced to the fullest extent Permitted by law.
6. Modification of the Agreement: CCCD and the Town of Truro may mutually agree in writing to a modification (including definition of scope, time of completion and budget for additional tasks as/if required) of the agreement at any time during the duration of this contract.

Scope of Services/Deliverables

Task 1: Field Investigation

This task involves various field data collection tasks to fill in data gaps identified during the previous phase of work. This data, particularly the tide, salinity, and bathymetric data, will be necessary for the modeling in Task 2. Task 1 will include the following four (4) subtasks:

1.1 Kickoff Meeting & Project Management - An initial kick-off meeting (virtual) will be held with the Town and stakeholders to review the contract scope/schedule, clarify coordination items with abutters and other project stakeholders/property owners, and discuss current design objectives and criteria. This also includes time for two (2) brief project update calls and

communication with the project team and internally amongst Woods Hole Group staff. This subtask includes time for project partner Fuss & O’Neill to interact and offer guidance during this phase of work. This subtask will also capture the project management, correspondence (emails, phone calls, etc.) and invoicing associated with Task 1. Draft meeting minutes will be drafted in a memorandum that will be distributed to the project team for review and final meeting minutes will be issued within two weeks of receiving comments.

If attendance at additional remote phone/web conferences and/or in-person meetings at the project site or Truro Town hall are required, then these will be provided at the cost presented in the budget tables for Optional subtask 1.1A. This task will be executed on an as needed basis at the request and advance approval of the Town or regulatory agency.

Task 1.1 Deliverables: Draft & Final Kickoff Meeting Minutes

1.2 Salinity and Water Level Data Collection –An identified Task from the prior phase of work was to collect supplemental water level and salinity measurements to better understand the tide and salinity regime. As such, nine (9) conductivity, temperature, and depth gauges (CTD gauges) are proposed to be deployed at key locations to collect the detailed site-specific tidal information necessary to accurately model the hydraulics and hydrology of the Pamet River system as shown in Figure 3. These locations are considered approximate, and the exact locations will be determined based on discussions with project partners and on field fit including. A brief description of each station and the reasoning is provided below:

One (1) CTD deployed in Pamet Harbor to understand downstream boundary conditions.

One (1) CTD deployed in the lower portion of the Pamet River but upstream of the railroad berm to understand its potential influence.

One (1) CTD deployed immediately downstream of Truro Center Rd to understand forcing tides and salinity at the tide gate.

Two (2) CTDs deployed at each headwall between Truro Center Rd and Route 6 to understand the changes in tides and salinity across this *Phragmites*-choked section of river channel.

One (1) CTD deployed upstream of the Route 6 headwall to understand the tide and salinity dampening under Route 6;

One (1) CTD midway between Route 6 and the Ballston Beach.

One (1) CTD deployed near the over wash area at Ballston Beach near the head of the Pamet River to capture over wash and conditions at the headwaters; and

One (1) CTD deployed at the East Harbor outfall nearby to capture the open ocean tidal forcing in Cape Cod Bay (not shown).

The CTD gauges will record continuous water level, salinity data, and temperature every 6 minutes for a minimum of a 30-day lunar tidal cycle. Each CTD gauge will be surveyed using a Real Time Kinematic Global Positioning System (RTK GPS) to locate it in real world coordinates and reference the water level data to a common datum (e.g., NAVD88 in feet). The CTD gauges will be recovered, and the data downloaded to provide input data for model development in Task 2. An Electronic Data Deliverable (EDD) will be issued that contains the time series for the tide, salinity, and temperature data along with data statistics and calculated tidal datums.

Task 1.2 Deliverables: Tide, salinity, & temperature time series, data statistics, & tidal datums (to be included with Subtask 1.4 deliverables) in various formats (.txt., *.csv, etc.)*

1.3 Bathymetric Data Collection – Previously, topographic survey data was collected in the vicinity of Truro Center Rd, Route 6, and the river system between while LIDAR data was used to fill in the gaps. However, bathymetric data was not collected outside of the immediate vicinity of the road crossings and LIDAR data does not adequately capture the subtidal marsh and river channels. Therefore, bathymetric survey data is proposed to be collected throughout the Pamet River to augment these data sets as shown in Figure 4. These data will be important not only to accurately describe the physical characteristics of the site but will be important input parameters to the hydrodynamic modeling (Task 2). Woods Hole Group has enlisted the services of the Provincetown Center for Coastal Studies (CCS) who will utilize their specialized watercraft and echosounder configuration (Figure 5) to aid in collection of this data where draft is sufficient, and an example of their bathymetric data products is shown in Figure 6 (a copy of CCS proposal is provided). In areas where the river channel is too shallow, narrow, or obstructed for their craft to navigate (such as the middle reach between Route 6 and Truro Center Rd), a canoe equipped with an RTK GPS and single beam sonar will be employed to conduct the remaining upstream survey. The bathymetric survey data will be combined in a single data set that that will be used for the modeling and shared with the client and stakeholders in various formats (*.txt, *.csv, etc.).

Task 1.3 Deliverables: Bathymetry data in various formats (.txt, *.csv, etc.) to be included with report in Subtask 1.4*

1.4 Field Investigation Report & Project Review – The results of field investigations will be provided in a narrative report documenting the findings of the field investigation with graphics, figures, tables, statistics, tidal datums, and laboratory results. Woods Hole Group will prepare a Draft version of the report that will be distributed among the Town, NRCS, and stakeholders for review and comment. The Woods Hole Group project staff will then attend a Final Project Review meeting with the Town and project partners to discuss the Draft report and gather comments and feedback. A Final version of the report will be issued within 2 weeks after receiving and addressing comments and feedback from this meeting (assuming comments are not extensive). This Task includes time for project partner Fuss & O’Neill to provide review of the report and offer insights regarding the implications for the phase of work that will include final engineering design and permitting.

Task 1.4 Deliverables: Draft & Final Report and electronic data deliverables for 1.2 & 1.3

Task 2: Hydrodynamic Modeling

To better understand the physical processes (both currently and into the future) within the Pamet River system, a high-resolution hydrodynamic model will provide the technical basis for making decisions to improve the hydrodynamics and salinity regime within the upper reaches of the Pamet River and allow for the evaluation of how conditions may be expected to evolve in the future. The model results will be able to inform stakeholders about the potential restoration levels (salinity and water levels) from proposed alternatives, habitat evolution through time, provide design guidance for design and permitting, and evaluate the effects of sea level rise on the existing system and alternatives that improve the long-term resiliency of the system. Previously, Woods Hole Group utilized HEC-RAS 1-D, a cross section-based model approach using a model developed by USACE, to simulate existing conditions and the potential replacement alternatives shown in Table 1 from the June 2021 WHG Report.

Table 1. Simulated Cases by Woods Hole Group using the HEC-RAS 1-D model developed by the USACE as detailed in the June 2021 Report.

Alternative #	Description	Replacement at Truro Center Rd	Replacement at Route 6
1	Existing Conditions / Status Quo	No	No
2	4'x16' Culvert with tide gate	Yes	Yes
2A	4'x16' Culvert with tide gate	Yes	No
3	4'x16' Culvert; no tide gate	Yes	Yes
3A	4'x16' Culvert; no tide gate	Yes	No
4	Clear span bridge	Yes	Yes
4A	Clear span bridge	Yes	No
5	Twin 8'x10' Culvert with tide gate	Yes	Yes
5A	Twin 8'x10' Culvert with tide gate	Yes	No
6	Twin 8'x10' Culvert; no tide gate	Yes	Yes
6A	Twin 8'x10' Culvert; no tide gate	Yes	No

While HEC-RAS 1-D performed well for simulating the water level changes that are expected to occur within the system, it does not have the ability to simulate the salinity regime processes. It also does not account for any changes to topography and bathymetry that exists between cross sections meaning that reduces the sensitivity of a model. Therefore, it is anticipated that Environmental Fluid Dynamics Code (EFDC), or similar, will be utilized for this effort but the actual model selected for the Pamet River System will be chosen cooperatively with the project team to ensure the model selected is the best fit for answering key project questions and goals. Woods Hole Group utilizes and develops state-of-science models and graphical presentation tools to simulate all river, estuary, coastal and oceanographic processes on a regular basis; however, some models are more appropriate for some sites/projects than others. Woods Hole Group is unmatched in our ability to evaluate, justify, and select the most technically appropriate and accurate numerical model for utilization in a project. We often work directly with the model developers to enhance model performance and provide unique additional capabilities, and in many cases develop our own in-house models and presentation tools. The specific modeling scope of work is outlined in more detail below. The proposed approach is flexible and will include coordination with stakeholders to determine next steps.

The model will be an utilize the results of the Massachusetts Coast Flood Risk Model (MC-FRM) to provide model input for extreme water level (storm surge) and future sea level rise. While the MC-FRM has modeled Pamet River System from a future SLR perspective, the focus of MC-FRM is inundation risk of upland infrastructure and does not include the details of the marsh (channels, berms, etc.) nor does its model salinity advection and dispersion (an important aspect of marsh health). While Pamet River System may be a critical element of reducing flood risk for adjacent upland areas, the details of the marsh are not resolved to a great extent since it is expected to be underwater during storm events. As such, the modeling proposed herein will draw upon the present and future storm conditions of MC-FRM with a more detailed hydrodynamic and salinity transport focus on the Pamet River System. This is the same approach that Woods Hole Group has used in other marsh assessment and restoration projects (e.g., Great Marsh on the North Shore). Task 2 will consist of the following four (4) subtasks:

2.1 Kickoff Meeting & Project Management - An initial kick-off meeting (virtual) will be held with the Town and stakeholders to review the contract scope/schedule, clarify coordination items with abutters and other project stakeholders/property owners, and discuss current design objectives and criteria. This also includes time for two (2) brief project update calls and communication with the project team and internally amongst Woods Hole Group staff. This subtask includes time for project partner Fuss & O’Neill to interact and offer guidance during this phase of work. This task will also capture the project management, correspondence (emails, phone calls, etc.) and invoicing associated with Task 2. Draft meeting minutes will be drafted in a memorandum that will be distributed to the project team for review and final meeting minutes will be issued within two weeks of receiving comments.

If attendance at additional remote phone/web conferences and/or in-person meetings at the project site or Truro Town hall are required, then these will be provided at the cost presented in the budget tables for Optional subtask 1.1A. This subtask will be executed on an as needed basis at the request and advance approval of the Town or regulatory agency.

Task 2.1 Deliverables: draft and final Meeting Minutes

2.2 Hydrodynamic and Salinity Model for Baseline Conditions – This task involves the model setup and calibration/validation of a high-resolution 2-D model for the existing Pamet River System. It is expected the model will include both hydrodynamic processes and the modeling of salinity throughout the system, like the model that Woods Hole Group developed and implemented for the Herring River system in Wellfleet. The creation of the model will involve the following tasks:

Model Domain Setup – Establish model domain (mesh) and integrate the collected topography and bathymetry data along with the latest available Digital Elevation Data (DEM) sets.

Define boundary conditions and data inputs:

The collected tide and salinity data will be used to force the model from its offshore boundary condition (Pamet Inlet) and establish starting water levels at other collected tide and salinity stations (Task 2) throughout the system.

Surface Water Input – The Pamet River watershed is generally small, 7.6 square miles, as the surrounding river valley is narrow and steep. There are not significant sources of freshwater discharge to from either feeder streams or drainage culverts. An inspection of the creek channels and culverts that feed the Pamet River, 3 on the north side and 1 on the south side, found that they do not contribute significantly under normal base flow conditions since none were flowing after a rainfall.

Groundwater Input – A groundwater recharge rate will be applied within the model domain to represent groundwater input as a boundary condition. The USACE calculated the groundwater recharge rates to the Pamet River ranging from 17.5 to 25.4 in/yr., which was utilized in their modeling. The Woods Hole Group will first conduct a sensitivity analysis to evaluate the effect of applying this groundwater input to the Pamet River system. Generally, these recharge rates are very small when compared to normal flow and tidal flow conditions within the Pamet River especially under restored tidal conditions.

Model Calibration/Validation – Calibrate the model to existing, normal conditions (Alternative #1 in Table 1) and validate with water level and salinity data collected throughout the system under Task 2. Accuracy and precision of the model will be described using statistical parameters such as Root Mean Squared Error (RSME) or Mean Absolute Error (MAE).

Storm Scenarios – Once the model has been developed and calibrated for existing conditions and normal tides, then the extreme conditions (storm scenarios) will be simulated using output from MC-FRM storm scenarios. It is anticipated this will include simulating the following storm conditions:

- Extreme storm surge event moving upstream from the ocean forcing boundary condition in Cape Cod Bay,
- Extreme storm over washing event to the head of the river at Ballston Beach, and
- Extreme rainfall events. Rainfall will be entered as a rain on model grid that captures the entire watershed.

The exact storm levels and combinations will be determined during discussions with the client and stakeholders. This will allow us to understand the ability of the existing system to convey extreme storm flows both upriver and downriver and evaluate residence times and drainage ability.

Future Sea Level Rise – The effect of future sea level rise affecting both normal and storm conditions will be modeled using output from MC-FRM scenarios to understand potential future changes to water levels and salinity within the system for existing conditions. The scenarios to be simulated will be decided upon with the project partners and stakeholders.

Task 2.2 Deliverables: Model output files discussed in subtask 2.4 and to be delivered with report in 2.5.

2.3 Alternative Simulations – Once the model is calibrated and validated for existing conditions (Alternative 1 / Status Quo), then five (5) restoration alternatives (some of the alternatives may be from Table 1 above) will be simulated to understand proposed changes to the tide and salinity regime within the Pamet River System. The specific alternatives chosen will be decided upon with the Town, NRCS, CCCD and stakeholders depending upon schedule and available budget. (If additional Alternatives are requested to be simulated, then a cost will be provided for the additional effort) Each numbered alternative is composed of both a base case, where the same alternative is applied the both the Route 6 and Truro Center Rd crossings, and a sister case, denoted by an “A”, where the alternative is only applied at Truro Center Rd. The reason for this is that the Town owns Truro Center Rd while Mass DOT owns Route 6, and the projects may be staggered since the Town intends to proceed sooner due to the failing road infrastructure. Therefore, there is a need to understand the impacts of a potential interim phase where only Truro Center Rd is replaced to ensure that there are no additional impacts that must be designed or mitigated for.

Of the five (5) total alternatives expected to be modeled, it is anticipated that for each Alternative chosen that both the base and its sister case will be simulated with each counting as one (1)

separate Alternative (2 total). For instance, if Alternative 4 the clear span bridge is selected, then Woods Hole Group would recommend simulating two alternatives including 1) replacement at both Truro Center Rd and Route 6 as one Alternative and 2) replacement at Truro Center Rd only as a second alternative. This will allow the project team to properly evaluate the differences between replacing one or both culverts since the prior HEC-RAS 1-D modeling suggested that there were substantial differences. Additionally, the Town may replace the Truro Center Rd crossing before MassDOT replaces the Route 6 crossing so understanding the staggered replacement of the crossings to property and habitat is important.

Each chosen Alternative will be simulated for normal tides and storm conditions (both surge and over washing) in both present and future day (incorporating sea level rise). The results of the modeling simulations will be documented for review in Task 2.4 to allow for stakeholders to better understand the system. Results will include:

Water surface elevation and salinity time-series at specified locations within the model domain.

Wetting and drying of intertidal regions.

Salinity distribution throughout the floodplain.

Extent of flooding throughout the system under different sea level conditions; and

Channel velocities.

Task 2.3 Deliverables: Model output files discussed in subtask 2.4 and to be delivered with report in 2.5.

2.4 Processing Results & Interpretation: The results of modeling will be post-processed to generate various Electronic Data Deliverables (EDDs) since EFDC does not have an interface that allows for the user to view the output data or create final data products directly. Python will be utilized to convert the raw EFDC output files to a format usable for the creation visualizations in SMS and ArcGIS to best represent and communicate the meaning of the model results. Direct model output can be provided in a variety of formats such as *.data, *.txt, *.csv, netCDF, etc., and the exact formats will be decided upon prior to the delivery of the final reports. Visualizations of the data will be provided both in their final graphical format (*.tiff, *.png, etc.) and digital format (*.shp, *.kmz, etc.) to allow for the client and stakeholders to view the data in more detail. The EDDs will be delivered using either an ftp server or shareable folder to allow for the client and stakeholders to have easy access to the files.

Task 2.4 Deliverables: Electronic Data Deliverables (EDDs) including model output files (.txt, etc.) and visualization in both graphical (*.tiff, etc.) and digital (*.shp, etc.) formats delivered with report in subtask 2.5.*

2.5 Reporting & Project Review: The results of modeling will be provided in a narrative report documenting the findings. Visualizations of the model analyses will best represent and communicate the meaning of the model results along with impacts of alternatives. Results of the existing and proposed simulations in present and future day shall be discussed in terms of how the salt marsh may be expected to evolve in the future. Results of the existing conditions and alternatives will be presented both using time-series output at selected locations, as well as 2-dimensional maps representing extents of flooding at various datums. Methodologies and results of the modeling effort will be reported, as well as a discussion of how the proposed alternatives meet various ecological criteria. Recommendation(s) will be made for a preferred culvert replacement structure based on the modeling results.

A Draft version of the report will be distributed among the Town, NRCS, CCCD and stakeholders for review and comment. The A&E project staff will then attend a meeting with the Town and project partners to discuss the Draft report and gather comments and feedback. A Final version of the report will be issued within 2 weeks after receiving and addressing comments and feedback from this meeting (assuming comments are not extensive). This Task includes time for project A&E Engineer to review the report and offer insights regarding the implications for the phase of work that will include final engineering design and permitting.

Task 2.5 Deliverables: Draft & Final Report with Electronic Data Deliverables in various formats

SCHEDULE & BUDGET

The schedule of services and breakdown of the budget and schedule by task are provided in the table below. The total budget for identified deliverables is not to exceed \$113,636.

Table 2. Scope and Budget.

Task	Description	Total Task /subtask	Duration
1	Field Investigation	\$ 42,326	3 months
1.1	Kickoff Meeting & Project Management	\$ 6,160	
1.2	Tide & Salinity Study (30-60 days)	\$ 10,590	
1.3	Bathymetric Survey	\$ 16,946	
1.4	Field Investigation Report & Project Review Meeting	\$ 8,630	
2	Hydrodynamic Tide & Salinity Modeling	\$ 71,310	7 months
2.1	Kickoff Meeting & Project Management	\$ 6,160	
2.2	Model Development & Existing Conditions	\$ 28,480	
2.3	Model Five (5) Select Alternatives	\$ 22,270	
2.4	Process Results & Interpretation	\$ 4,910	
2.5	Modeling Reporting & Project Review Meeting	\$ 9,490	
TOTAL Base Scope		\$ 113,636	10 months

Authorization to Proceed:

Signers:

Date:

Darrin Tangeman, Town Manager, Town of Truro

Mark Forest, Chair, Cape Cod Conservation District



WOODSHOLEGROUP.COM

June 7, 2022

Prop. No. 2018-0190

Sent by Electronic Mail

Mr. Jarrod Cabral, Director
Department of Public Works
Town of Truro
P.O. Box 2030
Truro, MA 02666
Email: jcabral@truro-ma.gov
Tel: (774) 722-3747

cc: Stephen Spear, NRCS stephen.spear@usda.gov
Rick DeVergilio, CCCD rdevergilio@comcast.net

RE: Scope of Services for a Supplemental Field Investigation and Modeling for Truro Center Rd Crossing on the Pamet River System.

Dear Mr. Cabral,

Woods Hole Group has prepared the following scope of services proposal for providing supplemental field investigation and computer modeling services needed to advance the design of the replacement structure for the "Wilders Dike" culvert under Truro Center Road (TCR) and the greater Pamet River system. Presently, Wilders Dike consists of a 48-inch diameter culvert that hydraulically connects the Pamet River underneath Truro Center Road (Figure 1) in the Town of Truro (Town), Massachusetts (Figure 2). The Pamet River originates east of Route 6 near Ballston Beach flowing westward under Route 6 and Truro Center Road before draining into Pamet Harbor and subsequently Cape Cod Bay (Figure 3). A tide gate on the downstream (western) end of the culvert provides the primary means of tidal control on the Pamet River, also causing the upper portion of Pamet River upstream of Truro Center Road to be freshwater by restricting tidal flow from Pamet Harbor.

The culvert structure at Wilders Dike was heavily damaged during the winter 2018 storm season, resulting in sinkholes, buckling of the headwall, and destruction of the tide gate (eventually replaced). Storm surge from Pamet Harbor even overtopped the roadway during these March 2018 storms, while storm wave overwash at Ballston Beach drained into the upper portion of the Pamet River creating flooding issues upstream with Atlantic Ocean water. Introduction of saltwater to this upstream freshwater system caused vegetation dieback and transition of a portion of this resource to saltwater habitat characteristics indicative of the system before the tide gate was installed. The Town is concerned that this archaic, poorly built culvert structure will fail during a subsequent large storm, causing severe upstream flooding and either severe damage to or destruction of the road. The evolving landscape also provides a salt marsh habitat restoration opportunity.



Figure 1. Photo showing the downstream view of Wilder's Dike culvert & flap gate at Truro Center Road over the Pamet River.



Figure 2. Truro Center Road / Wilder's Dike location with culvert location shown by red star and wetland resources outlined in yellow.



Previously, the Town, in an agreement with NRCS, authorized Woods Hole Group to conduct a field investigation and preliminary design analysis to develop feasible replacement alternative approaches as detailed in the prior report entitled *Truro Center Road Field Investigation & Preliminary Design Report* (WHG, June 2021). The June 2021 Report utilized data and built upon information ascertained from the prior U.S. Army Corp of Engineers (USACE) Pamet River Investigation (November 2019). This included utilizing the water level measurements and HEC-RAS model to develop and evaluate additional design alternatives. During the review of this most recent June 2021 Report with the project partners, additional data and knowledge gaps were identified that needed to be addressed before the design(s) could be advanced further and prepared for permit applications. This proposal is intended to provide supplemental field and modeling data to fill data gaps and help make informative decisions that will advance the design of the replacement structure in a subsequent phase of work. This proposal is inclusive of Fuss & O'Neill and Provincetown Center for Coastal Studies' sub-contract services.

SCOPE OF WORK

The proposed interim Scope of Work (SOW) detailed herein will advance the previously completed scope of services by generating information needed to advance the design and permitting of a replacement structure a future phase of work. The Woods Hole Group currently proposes the following two (2) primary tasks including Task 1 Field Investigation and Task 2 Hydrodynamic Modeling:

Task 1: Field Investigation

This task involves various field data collection tasks to fill in data gaps identified during the previous phase of work. This data, particularly the tide, salinity, and bathymetric data, will be necessary for the modeling in Task 2. Task 1 will include the following five (5) subtasks:

1.1 Kickoff Meeting & Project Management - An initial kick-off meeting (virtual) will be held with the Town and stakeholders to review the contract scope/schedule, clarify coordination items with abutters and other project stakeholders/property owners, and discuss current design objectives and criteria. This also includes time for two (2) brief project update calls and communication with the project team and internally amongst Woods Hole Group staff. This subtask includes time for project partner Fuss & O'Neill to interact and offer guidance during this phase of work. This subtask will also capture the project management, correspondence (emails, phone calls, etc.) and invoicing associated with Task 1. Draft meeting minutes will be drafted in a memorandum that will be distributed to the project team for review and final meeting minutes will be issued within two weeks of receiving comments.

If attendance at additional remote phone/web conferences and/or in-person meetings at the project site or Truro Town hall are required, then these will be provided at the cost presented in the budget tables for Optional subtask 1.1A. This task will be executed on an as needed basis at the request and advance approval of the Town or regulatory agency.

Task 1.1 Deliverables: Draft & Final Kickoff Meeting Minutes

1.2 Salinity and water level data collection – Previously, the USACE collected long term water level measurements upstream of Route 6, downstream of Truro Center Rd, and between the two roads, however, salinity data was not collected. Therefore, an identified Task from the prior phase of work was to collect supplemental water level and salinity measurements to better understand the tide and salinity regime. As such, nine (9) conductivity, temperature, and depth gauges (CTD gauges) are proposed to be deployed at key locations to collect the detailed site-specific tidal information necessary to accurately model the hydraulics and hydrology of the Pamet River system as shown in Figure 3. These locations are



considered approximate, and the exact locations will be determined based on discussions with project partners and on field fit including. A brief description of each station and the reasoning is provided below:

- One (1) CTD deployed in Pamet Harbor to understand downstream boundary conditions;
- One (1) CTD deployed in the lower portion of the Pamet River but upstream of the railroad berm to understand its potential influence;
- One (1) CTD deployed immediately downstream of Truro Center Rd to understand forcing tides and salinity at the tide gate.
- Two (2) CTDs deployed at each headwall between Truro Center Rd and Route 6 to understand the changes in tides and salinity across this *Phragmites*-choked section of river channel;
- One (1) CTD deployed upstream of the Route 6 headwall to understand the tide and salinity dampening under Route 6;
- One (1) CTD midway between Route 6 and the Ballston Beach;
- One (1) CTD deployed near the overwash area at Ballston Beach near the head of the Pamet River to capture overwash and conditions at the headwaters; and
- One (1) CTD deployed at the East Harbor outfall nearby to capture the open ocean tidal forcing in Cape Cod Bay (not shown).

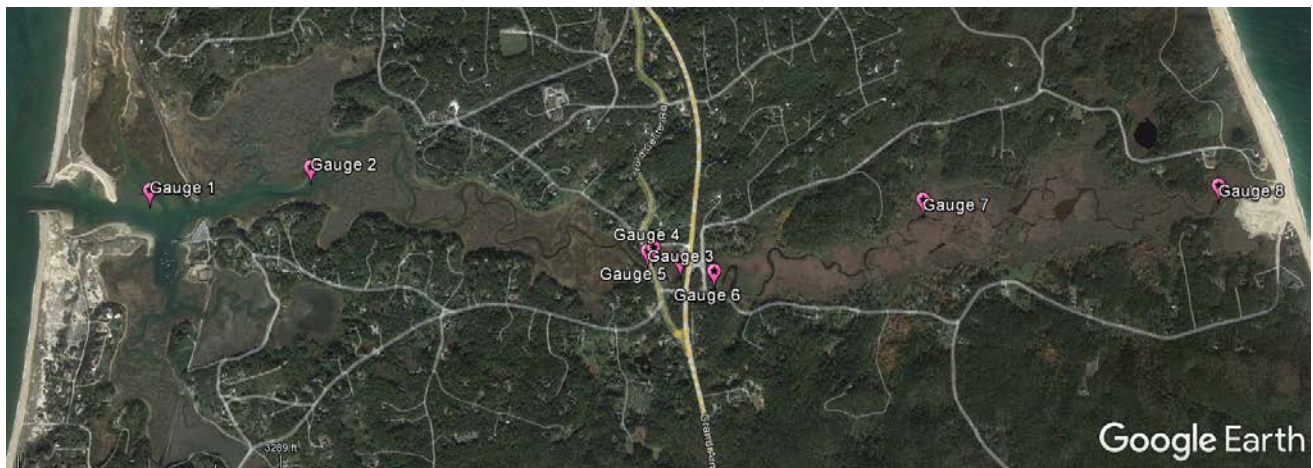


Figure 3. Proposed 8 CTD Gauge Locations deployed on the Pamet River and a 9th at the East Harbor Outfall nearby (not shown).

The CTD gauges will record continuous water level, salinity data, and temperature every 6 minutes for a minimum of a 30-day lunar tidal cycle. Each CTD gauge will be surveyed using a Real Time Kinematic Global Positioning System (RTK GPS) to locate it in real world coordinates and reference the water level data to a common datum (e.g. NAVD88 in feet). The CTD gauges will be recovered and the data downloaded to provide input data for model development in Task 2. An Electronic Data Deliverable (EDD) will be issued that contains the time series for the tide, salinity, and temperature data along with data statistics and calculated tidal datums.

Task 1.2 Deliverables: Tide, salinity, & temperature time series, data statistics, & tidal datums (to be included with Subtask 1.4 deliverables) in various formats (.txt., *.csv, etc.)*

1.3 Bathymetric data collection – Previously, topographic survey data was collected in the vicinity of Truro Center Rd, Route 6, and the river system between while LIDAR data was used to fill in the gaps. However,



bathymetric data was not collected outside of the immediate vicinity of the road crossings and LIDAR data does not adequately capture the subtidal marsh and river channels. Therefore, bathymetric survey data is proposed to be collected throughout the Pamet River to augment these data sets as shown in Figure 4. These data will be important not only to accurately describe the physical characteristics of the site but will be important input parameters to the hydrodynamic modeling (Task 2). Woods Hole Group has enlisted the services of the Provincetown Center for Coastal Studies (CCS) who will utilize their specialized watercraft and echosounder configuration (Figure 5) to aid in collection of this data where draft is sufficient, and an example of their bathymetric data products is shown in Figure 6 (a copy of CCS proposal is provided). In areas where the river channel is too shallow, narrow, or obstructed for their craft to navigate (such as the middle reach between Route 6 and Truro Center Rd), a canoe equipped with an RTK GPS and single beam sonar will be employed to conduct the remaining upstream survey. The bathymetric survey data will be combined in a single data set that that will be used for the modeling and shared with the client and stakeholders in various formats (*.txt, *.csv, etc.).

Task 1.3 Deliverables: Bathymetry data in various formats (.txt, *.csv, etc.) to be included with report in Subtask 1.4*



Figure 4. Approximate bathymetric survey extents of the Pamet River for the lower reach (yellow), middle reach between Truro Center Rd and Route 6 (red), and upper reach upstream of Route 6 to Ballston Beach.



Figure 5. Provincetown Center for Coastal Studies pontoon boat for surveying shallow estuaries.



Figure 6. Example hydrographic map conducted in June 2016 for Herring River by Provincetown Center for Coastal Studies.



1.4 Field Investigation Report & Project Review – The results of field investigations will be provided in a narrative report documenting the findings of the field investigation with graphics, figures, tables, statistics, tidal datums, and laboratory results. Woods Hole Group will prepare a Draft version of the report that will be distributed among the Town, NRCS, and stakeholders for review and comment. The Woods Hole Group project staff will then attend a Final Project Review meeting with the Town and project partners to discuss the Draft report and gather comments and feedback. A Final version of the report will be issued within 2 weeks after receiving and addressing comments and feedback from this meeting (assuming comments are not extensive). This Task includes time for project partner Fuss & O’Neill to provide review the report and offer insights regarding the implications for the phase of work that will include final engineering design and permitting.

Task 1.4 Deliverables: Draft & Final Report and electronic data deliverables for 1.2 & 1.3

Task 2: Hydrodynamic Modeling

In order to better understand the physical processes (both currently and into the future) within the Pamet River system, a high-resolution hydrodynamic model will provide the technical basis for making decisions to improve the hydrodynamics and salinity regime within the upper reaches of the Pamet River and allow for the evaluation of how conditions may be expected to evolve in the future. The model results will be able to inform stakeholders about the potential restoration levels (salinity and water levels) from proposed alternatives, habitat evolution through time, provide design guidance for design and permitting, and evaluate the effects of sea level rise on the existing system and alternatives that improve the long-term resiliency of the system. Previously, Woods Hole Group utilized HEC-RAS 1-D, a cross section-based model approach using a model developed by USACE, to simulate existing conditions and the potential replacement alternatives shown in Table 1 from the June 2021 WHG Report.

Table 1. Simulated Cases by Woods Hole Group using the HEC-RAS model developed by the USACE as detailed in the June 2021 Report.

Alternative #	Description	Replacement at Truro Center Rd	Replacement at Route 6
1	Existing Conditions / Status Quo	No	No
2	4’x16’ Culvert with tide gate	Yes	Yes
2A	4’x16’ Culvert with tide gate	Yes	No
3	4’x16’ Culvert; no tide gate	Yes	Yes
3A	4’x16’ Culvert; no tide gate	Yes	No
4	Clear span bridge	Yes	Yes
4A	Clear span bridge	Yes	No
5	Twin 8’x10’ Culvert with tide gate	Yes	Yes
5A	Twin 8’x10’ Culvert with tide gate	Yes	No
6	Twin 8’x10’ Culvert; no tide gate	Yes	Yes
6A	Twin 8’x10’ Culvert; no tide gate	Yes	No

While HEC-RAS performed well for simulating the water level changes that are expected to occur within the system, it does not have the ability to simulate the salinity regime processes. It also does not account for any changes to topography and bathymetry that exists between cross sections meaning that reduces the sensitivity of



a model. Therefore, it is anticipated that Environmental Fluid Dynamics Code (EFDC), or similar, will be utilized for this effort but the actual model selected for the Pamet River System will be chosen cooperatively with the project team to ensure the model selected is the best fit for answering key project questions and goals. Woods Hole Group utilizes and develops state-of-science models and graphical presentation tools to simulate all river, estuary, coastal and oceanographic processes on a regular basis; however, some models are more appropriate for some sites/projects than others. Woods Hole Group is unmatched in our ability to evaluate, justify, and select the most technically appropriate and accurate numerical model for utilization in a project. We often work directly with the model developers to enhance model performance and provide unique additional capabilities, and in many cases develop our own in-house models and presentation tools. The specific modeling scope of work is outlined in more detail below. The proposed approach is flexible and will include coordination with stakeholders to determine next steps.

The model will be an utilize the results of the Massachusetts Coast Flood Risk Model (MC-FRM) in order to provide model input for extreme water level (storm surge) and future sea level rise. While the MC-FRM has modeled Pamet River System from a future SLR perspective, the focus of MC-FRM is inundation risk of upland infrastructure, and does not include the details of the marsh (channels, berms, etc.) nor does it model salinity advection and dispersion (an important aspect of marsh health). While Pamet River System may be a critical element of reducing flood risk for adjacent upland areas, the details of the marsh are not resolved to a great extent since it is expected to be underwater during storm events. As such, the modeling proposed herein will draw upon the present and future storm conditions of MC-FRM with a more detailed hydrodynamic and salinity transport focus on the Pamet River System. This is the same approach that Woods Hole Group has used in other marsh assessment and restoration projects (e.g., Great Marsh on the North Shore). Task 2 will be consist of the following four (4) subtasks:

2.1 Kickoff Meeting & Project Management - An initial kick-off meeting (virtual) will be held with the Town and stakeholders to review the contract scope/schedule, clarify coordination items with abutters and other project stakeholders/property owners, and discuss current design objectives and criteria. This also includes time for two (2) brief project update calls and communication with the project team and internally amongst Woods Hole Group staff. This subtask includes time for project partner Fuss & O'Neill to interact and offer guidance during this phase of work. This task will also capture the project management, correspondence (emails, phone calls, etc.) and invoicing associated with Task 2. Draft meeting minutes will be drafted in a memorandum that will be distributed to the project team for review and final meeting minutes will be issued within two weeks of receiving comments.

If attendance at additional remote phone/web conferences and/or in-person meetings at the project site or Truro Town hall are required, then these will be provided at the cost presented in the budget tables for Optional subtask 1.1A. This subtask will be executed on an as needed basis at the request and advance approval of the Town or regulatory agency.

Task 2.1 Deliverables: draft and final Meeting Minutes

2.2 Develop Hydrodynamic and Salinity Model for Baseline Conditions – This task involves the model setup and calibration/validation of a high-resolution 2-D model for the existing Pamet River System. It is expected the model will include both hydrodynamic processes and the modeling of salinity throughout the system, similar to the model that Woods Hole Group developed and implemented for the Herring River system in Wellfleet. The creation of the model will involve the following tasks:



- *Model Domain Setup* – Establish model domain (mesh) and integrate the collected topography and bathymetry data along with the latest available Digital Elevation Data (DEM) sets.
- *Define boundary conditions and data inputs:*
 - The collected tide and salinity data will be used to force the model from its offshore boundary condition (Pamet Inlet) and establish starting water levels at other collected tide and salinity stations (Task 2) throughout the system.
 - *Surface Water Input* – The Pamet River watershed is generally small, 7.6 square miles, as the surrounding river valley is narrow and steep. There are not significant sources of freshwater discharge to from either feeder streams or drainage culverts. An inspection of the creek channels and culverts that feed the Pamet River, 3 on the north side and 1 on the south side, found that they do not contribute significantly under normal base flow conditions since none were flowing after a rainfall.
 - *Groundwater Input* – A groundwater recharge rate will be applied within the model domain to represent groundwater input as a boundary condition. The USACE calculated the groundwater recharge rates to the Pamet River ranging from 17.5 to 25.4 in/yr, which was utilized in their modeling. The Woods Hole Group will first conduct a sensitivity analysis to evaluate the effect of applying this groundwater input to the Pamet River system. Generally, these recharge rates are very small when compared to normal flow and tidal flow conditions within the Pamet River especially under restored tidal conditions.
- *Model Calibration/Validation* – Calibrate the model to existing, normal conditions (Alternative #1 in Table 1) and validate with water level and salinity data collected throughout the system under Task 2. Accuracy and precision of the model will be described using statistical parameters such as Root Mean Squared Error (RSME) or Mean Absolute Error (MAE).
- *Storm Scenarios* – Once the model has been developed and calibrated for existing conditions and normal tides, then the extreme conditions (storm scenarios) will be simulated using output from MC-FRM storm scenarios. It is anticipated this will include simulating the following storm conditions:
 - Extreme storm surge event moving upstream from the ocean forcing boundary condition in Cape Cod Bay,
 - Extreme storm overwashing event to the head of the river at Ballston Beach, and
 - Extreme rainfall events. Rainfall will be entered as a rain on model grid that captures the entire watershed.

The exact storm levels and combinations will be determined during discussions with the client and stakeholders. This will allow us to understand the ability of the existing system to convey extreme storm flows both upriver and downriver and evaluate residence times and drainage ability.

- *Future Sea Level Rise* – The effect of future sea level rise affecting both normal and storm conditions will be modeled using output from MC-FRM scenarios to understand potential future changes to water levels and salinity within the system for existing conditions. The particular scenarios to be simulated will be decided upon with the project partners and stakeholders.

Task 2.2 Deliverables: Model output files discussed in subtask 2.4 and to be delivered with report in 2.5.



2.3 Alternative Simulations – Once the model is calibrated and validated for existing conditions (Alternative 1 / Status Quo), then five (5) of the previously developed restoration alternatives shown in Table 1 will be simulated to understand proposed changes to the tide and salinity regime within the Pamet River System. The specific alternatives chosen will be decided upon with the Town, NRCS, and stakeholders depending upon schedule and available budget. Each numbered alternative is composed of both a base case, where the same alternative is applied to both the Route 6 and Truro Center Rd crossings, and a sister case, denoted by an “A”, where the alternative is only applied at Truro Center Rd. The reason for this is that the Town owns Truro Center Rd while MassDOT owns Route 6 and the projects may be staggered since the Town intends to proceed sooner due to the failing road infrastructure. Therefore, there is a need to understand the impacts of a potential interim phase where only Truro Center Rd is replaced to ensure that there are no additional impacts that have to be designed or mitigated for.

Of the five (5) total alternatives expected to be modeled, it is anticipated that for each Alternative chosen that both the base and its sister case will be simulated with each counting as one (1) separate Alternative (2 total). For instance, if Alternative 4 the clear span bridge is selected, then Woods Hole Group would recommend simulating two alternatives including 1) replacement at both Truro Center Rd and Route 6 as one Alternative and 2) replacement at Truro Center Rd only as a second alternative. This will allow the project team to properly evaluate the differences between replacing one or both culverts since the prior HEC-RAS 1-D modeling suggested that there were substantial differences. Additionally, the Town may replace the Truro Center Rd crossing before MassDOT replaces the Route 6 crossing so understanding the staggered replacement of the crossings to property and habitat is important. Each Alternative will be simulated for normal tides and storm conditions (both surge and overwashing) in both present and future day (incorporating sea level rise). The results of the modeling simulations will be documented for review in Task 2.4 to allow for stakeholders to better understand the system. Results will include:

- Water surface elevation and salinity time-series at specified locations within the model domain;
- Wetting and drying of intertidal regions;
- Salinity distribution throughout the floodplain;
- Extent of flooding throughout the system under different sea level conditions; and
- Channel velocities.

Task 2.3 Deliverables: Model output files discussed in subtask 2.4 and to be delivered with report in 2.5.

2.4 Processing Results & Interpretation: The results of modeling will be post-processed to generate various Electronic Data Deliverables (EDDs) since EFDC does not have an interface that allows for the user to view the output data or create final data products directly. Python will be utilized to convert the raw EFDC output files to a format usable for the creation of visualizations in SMS and ArcGIS to best represent and communicate the meaning of the model results. Direct model output can be provided in a variety of formats such as *.dat, *.txt, *.csv, netCDF, etc., and the exact formats will be decided upon prior to the delivery of the final reports. Visualizations of the data will be provided both in their final graphical format (*.tiff, *.png, etc.) and digital format (*.shp, *.kmz, etc.) to allow for the client and stakeholders to view the data in more detail. The EDDs will be delivered using either an ftp server or shareable folder to allow for the client and stakeholders to have easy access to the files.



Task 2.3 Deliverables: Electronic Data Deliverables (EDDs) including model output files (.txt, etc.) and visualization in both graphical (*.tiff, etc.) and digital (*.shp, etc.) formats delivered with report in subtask 2.5.*

2.5 Reporting & Project Review: The results of modeling will be provided in a narrative report documenting the findings. Visualizations of the model analyses will best represent and communicate the meaning of the model results along with impacts of alternatives. Results of the existing and proposed simulations in present and future day will be discussed in terms of how the salt marsh may be expected to evolve in the future. Results of the existing conditions and alternatives will be presented both using time-series output at selected locations, as well as 2-dimensional maps representing extents of flooding at various datums. Methodologies and results of the modeling effort will be reported, as well as a discussion of how the proposed alternatives meet various ecological criteria. Recommendation(s) will be made for a preferred culvert replacement structure based on the modeling results.

Woods Hole Group will prepare a Draft version of the report that will be distributed among the Town, NRCS, and stakeholders for review and comment. The Woods Hole Group project staff will then attend a meeting with the Town and project partners to discuss the Draft report and gather comments and feedback. A Final version of the report will be issued within 2 weeks after receiving and addressing comments and feedback from this meeting (assuming comments are not extensive). This Task includes time for project partner Fuss & O'Neill to provide review the report and offer insights regarding the implications for the phase of work that will include final engineering design and permitting.

Task 2.4 Deliverables: Draft & Final Report with Electronic Data Deliverables in various formats.

BUDGET & SCHEDULE

The estimated total budget for the scope described above is **\$113,636** and a breakdown of the budget by task and subtask is provided in the Table 2 that follows this section. The following assumptions and exclusions apply to the scope of services:

- Negotiations or coordination for project access or other work affecting adjacent public and private properties is not included. It is assumed that the Town will coordinate/negotiate with all abutters on whose properties access will be required.
- Field investigation will be initiated within 2 weeks of receiving authorization proceed. It is anticipated that CTD gauges will be deployed for a minimum of 30 days. Equipment costs assume instruments are available in house otherwise equipment leasing fees will be passed on to the client with standard markup on expenses.
- Modeling schedule will dependent on obtaining the CTD and bathymetric survey data in a timely manner, but it is possible that subtask 2.2 Model Development can be initiated before the field data is received.
- This scope includes a budget of \$22,270 for modeling the five (5) of the ten (10) Alternatives shown in Table 1 that will be selected based upon meetings with the client and stakeholders. Each alternative will be ran for the same suite of simulations including normal tides, storm conditions, and sea level rise. Additional alternatives can be simulated at a cost of \$4,456 each.

If you wish to proceed and prior to any work being started, Woods Hole Group requires receipt of the signed and dated "Acceptance and Authorization to Proceed" form at the end of this proposal. We are prepared to proceed



with Phase I within three (3) days of receiving a signed authorization to proceed. The proposal was assembled under the assumptions for a time and materials services contract. Realistic budgets for planning purposes were estimated based on experience with similar projects and the project to date. Costs will be submitted based on the actual time and expenses required to perform the work. Every effort will be made to conserve costs where possible. Materials and other direct costs will be invoiced at cost plus our standard markup. These cost estimates are inclusive of Fuss & O'Neill, Provincetown Center for Coastal Studies, and other subcontract services, standard Woods Hole Group mark-up, and Woods Hole Group labor. We also can proceed incrementally with key stop points along the way if preferred by the Town. In this case, please annotate the authorized phases and/or tasks on the signature page along with updated total budget. Invoices will be submitted monthly based upon percent complete, and payment is due within 30-days of the invoice date. Woods Hole Group reserves the opportunity to withhold work products or pursue legal action to obtain rightful payment.

Table 2. Proposed Scope and Budget.

Task	Description	Total Task /subtask	Duration
1	Field Investigation	\$ 42,326	3 months
1.1	Kickoff Meeting & Project Management	\$ 6,160	
1.2	Tide & Salinity Study (30-60 days)	\$ 10,590	
1.3	Bathymetric Survey	\$ 16,946	
1.4	Field Investigation Report & Project Review Meeting	\$ 8,630	
2	Hydrodynamic Tide & Salinity Modeling	\$ 71,310	7 months
2.1	Kickoff Meeting & Project Management	\$ 6,160	
2.2	Model Development & Existing Conditions	\$ 28,480	
2.3	Model Five (5) Select Alternatives	\$ 22,270	
2.4	Process Results & Interpretation	\$ 4,910	
2.5	Modeling Reporting & Project Review Meeting	\$ 9,490	
TOTAL Base Scope		\$ 113,636	10 months

We appreciate the opportunity to present this proposal and look forward to continuing our work together on this project. If there are any questions please contact Robert Hamilton by email at bhamilton@woodsholegroup.com or phone at (508) 495-6229, or Mitchell Buck P.E. by email at mbuck@woodsholegroup.com or phone at (508) 495-6210.

Sincerely,

Robert P. Hamilton, Jr.
President & Coastal Engineer
The Woods Hole Group, Inc.

Mitchell Buck, P.E.
Coastal Engineer
The Woods Hole Group Inc.



Acceptance and Authorization to Proceed:

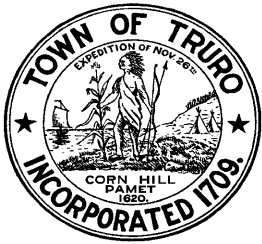
"I authorize Woods Hole Group, Inc. to proceed with the above scope of work for Truro Center Road."

Client Name

Date

Woods Hole Group Representative

Date



TOWN OF TRURO

Select Board Agenda Item

BOARD/COMMITTEE/COMMISSION: Select Board

REQUESTOR: Select Board Member-Susan Areson

REQUESTED MEETING DATE: June 14, 2022

ITEM: Board/Committee/Commission Appointment Process

EXPLANATION: Discussion of general board/committee/commission membership and relevant questions for those seeking appointment or reappointment.

FINANCIAL SOURCE (IF APPLICABLE): None

IMPACT IF NOT APPROVED: Discussion only

SUGGESTED ACTION: Possible Motion: *Motion to add the following two questions to the application for board/committee members.*

1. Have you read the Select Board's goals and objectives?
2. Do you have questions or concerns about any Select Board goals that are relevant to the committee on which you are applying to serve? If so, please elaborate.

ATTACHMENTS: None



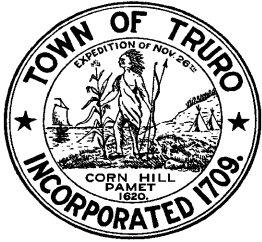
Truro Select Board

Tuesday, June 14, 2022

Regular Meeting-5:00pm

4. CONSENT AGENDA

- A. Review/Approve and Authorize Signature:
 - 1. Harbor to the Bay MassDOT Event Notification Form
 - 2. Entertainment Application-Truro Concert Committee
- B. Review and Approve Appointment Renewals: None
- C. Review and Approve 2022 Seasonal Business Licenses: North of Highland Campground-Transient Vendor License
- D. Review and Approve Select Board Minutes: Select Board Regular Meeting Minutes of 3.22.2022; Select Board Regular Meeting Minutes of 4.5.2022



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: May 17, 2022

ITEM: MassDOT Event Notification Form

EXPLANATION: Harbor to the Bay submitted an Application for Bike/Road Race which has been approved by Department Heads and the Town Manager. The Select Board is to approve the MassDOT Event Notification form which has been signed by Police Chief Calise and Fire Chief Collins. Police Chief Calise has asked that police detail be arranged by the organizer. The date of the ride will be Saturday, September 17, 2022, between 2:00pm and 6:00pm. The route through Truro will be Route 6 from Wellfleet to Highland Road to 6A into Provincetown.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Harbor to the Bay will not have permission to have their riders traverse through the Town of Truro. Alternate routes would need to be designed.

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

ATTACHMENTS:

1. Harbor to the Bay road race application and MassDOT Event Notification Form



Harbor to the Bay, INC.
BOX 990243 Boston, MA 02199
www.harbortothebay.org

May 25, 2022

Nicole Tudor
Executive Assistant
Administration and Select Board Office
Truro Town Hall

ntudor@truro-ma.gov

cc: nscoullar@truro-ma.gov

Sent via email

I am pleased to let you know that on Saturday, September 17, 2022, we are planning the 20th Harbor to the Bay Ride as a full ride after 2 years of virtual events. We request permission to ride through Truro as part of our annual charity bike ride. This will be our 20th year coming through Truro and we graciously thank you for your cooperation in previous years.

Harbor to the Bay INC., is a 501(C)3 non-profit organization, incorporated in the Commonwealth of Massachusetts. Its members are local men and women, committed to deliver 100% of rider received pledges to our four designated beneficiaries: The AIDS Support Group of Cape Cod, AIDS Action Committee, Community Research Initiative and Fenway Health. Since its beginning, Harbor to the Bay has raised over \$6,200,000 for these four exceptional organizations.

The ride, which begins in Boston at 6:00AM and ends in Provincetown by 700PM, involves a total of approximately 200-250 cyclists riding through Truro between 2:00PM and 6:00PM. The route through Truro will be as follows: **Route 6 from Wellfleet to Highland Road to 6A into Provincetown.**

Please feel free to contact one of us at the numbers below with any questions.

Thank you again for your support!

Sincerely,

James Morgrage

David Whitman

Jim Morgrage
Director
617-320-7202
Jim@clubcafe.com

David Whitman
Committee Member
617-901-6818
dwhitman@harbortothebay.org

Included: Event Notification Form, Truro Application form, Fact Sheet, 501(C)3 form, Route Map



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: Harbor to the Bay Bike Ride Email: dwhitman@harbortothebay.org

Group Affiliation (If Any): Harbor to the Bay AIDS Charity Bike Ride

Mailing Address: P.O. Box 990243 City: Boston State: MA Zip: 02199
617-901-6818

Phone: _____ Cell Phone: _____

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.):

20th annual benefit bike ride from Boston to Provincetown with approximately 200 - 250 riders

Streets &/or Roads to be Used:

Route 6 from Wellfleet to Highland Rd to 6A into Provincetown

Date(s) and Hours Race/Event: September 17, 2022
2:00PM - 5:00PM Day: _____

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.

Signature of Applicant: [Signature] Date: 5/24/22

Action by the Town Manager : Date: 5/31/2022

Approved as submitted

Approved with the following condition(s): Comply with all staff conditions.

Disapproved with the following reason(s): _____

Signature of the Town Manager : [Signature]

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:

Details recommended for traffic control

DPW Signature:

[Handwritten signature]

Comments/Conditions:

Timothy Collins
Digitally signed by Timothy Collins
Date: 2022.05.31 09:00:54 -04'00'

Harbormaster Signature:

Comments/Conditions:

Recreation and Beach Director:

Other:

Comments/Conditions:

Comments/Conditions:

EVENT NOTIFICATION FORM

Date: May 25, 2022

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

Dear Sir:

Please be advised that the Grantee(s) of this Event Harbor to the Bay 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) Rt 6, Highland Rd, Rt 6A in or through the City/Town(s) of Truro, MA benefiting 20th Annual Harbor to the Bay Ride - September 17, 2022

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: [Signature]
Title: Chief of Police
City/Town: Truro

FIRE DEPARTMENT

Signed: Collins
Title: Fire Chief
City/Town: Truro

Digitally signed by
Timothy Collins
Date: 2022.05.31
09:01:26 -04'00'

BOARD OF SELECTMEN/CITY COUNCIL

Signed: _____
Title: _____
City/Town: _____

STATE POLICE DEPARTMENT

Signed: _____
Title: _____
City/Town: _____



*Dedicated to the memory of community leader & philanthropist
Michael A. Tye, United Liquors Corp.*

Fact Sheet

- What:** Harbor to the Bay is a one-day bike ride from Boston (or the Sagamore bridge) to Provincetown to raise vital funds for 4 AIDS/HIV agencies in the Boston area and Cape Cod.
- When:** Saturday, September 17, 2022
- Where:** 125 miles from Boston to Provincetown, or 68 miles from the Sagamore Bridge to Provincetown.
- Who:** Harbor to the Bay, Inc. is a 501(C)3 not-for-profit organization incorporated in the Commonwealth of Massachusetts. Its members are local individuals, participants in past AIDS bicycle fundraising, and friends, committed to deliver 100% of rider pledges to our four beneficiaries.
- Why:** H2B founders experienced participating in lavishly produced AIDS charity cycling events where production costs outweighed funds going to beneficiaries. They determined that committed volunteers could produce an event with limited production costs that results in 100% of participant-raised funds going to the four beneficiaries (See pages 2 and 3.) Harbor to the Bay has no paid staff.
- Costs:** Operating expenses of the ride will be met by rider and crew registration fees, and by corporate and individual sponsorships, both in-kind and monetary.
- Our Mission:** To organize a grass-roots event, supported by a dedicated group of individuals who want to ride or crew and make a difference in our community.
- Sponsors:** Club Café Boston, The Ray Tye Medical Aid Foundation, Webster Bank, Bay Windows, The Boatslip Resort, The Harbor Hotel, Tin Pan Alley, Bread and Roses Bakery and many more.
- Information:** For further information, please visit www.harbortothebay.org; or contact Jim Morgrage at 617-320-7202 or David Whitman at 617-901-6818

Harbor to the Bay, Inc., P. O. Box 990243, Boston, MA 02199
Telephone: 617-320-7202 or www.harbortothebay.org



Our Beneficiaries:

Fenway Health, (FH) has been serving the diverse neighborhood of Fenway and Greater Boston since 1971 with the mission of enhancing the well-being of the LGBTQIA+ community and all people through access to the highest quality health care, education, research and advocacy. Since their diagnosis of the first case of AIDS in New England in 1981, Fenway Health has become an international leader in the fight against HIV and AIDS. Fenway offers a variety of programs and services, including prevention, education, testing and screening, primary care and counseling, and management, for both HIV-negative and HIV-positive individuals and their loved ones. Additional programs assist with the medical, social, financial, and legal aspects of a diagnosis. Fenway is the largest provider of free anonymous HIV testing in New England, administering over 12,000 antigen/antibody tests per year and triaging 100% of individuals who test positive into care. Fenway Health is the largest provider of outpatient services in New England, caring for more than 2000 individuals living with HIV each year. Learn more at: <https://fenwayhealth.org/>

The AIDS Support Group of Cape Cod (ASGCC), founded in 1983, was one of the first AIDS service organizations in the United States. ASGCC saves lives through prevention, education, and life-sustaining services that address public health crises to build healthy communities across Cape Cod and the Islands. ASGCC's medical case management services, transportation, housing assistance, and access to food and nutrition helps over 350 people living with HIV/AIDS. Its prevention and screening programs reach nearly 100,000 people annually. ASGCC's overdose prevention education and Narcan training has prepared over 2700 citizen responders, including health service providers, first responders and law enforcement officers. Learn more at: www.asgcc.org

Harbor to the Bay, Inc., P. O. Box 990243, Boston, MA 02199
Telephone: 617-320-7202 or www.harbortothebay.org



Community Research Initiative (CRI) is an independent, nonprofit, community-based organization dedicated to leading the way in HIV/AIDS and hepatitis C (HCV) clinical research and ensuring access to lifesaving HIV medications and health insurance coverage for those in need.

Since 1989, CRI has conducted life-changing clinical research and contributed critical building blocks of research data that resulted in the FDA approval of nearly all currently available HIV medications. CRI's researchers have presented key, groundbreaking data at national and international conferences, disseminating study results for these HIV drugs to researchers, advocates, medical providers, and people living with HIV across the world. As a result, nearly all people with HIV who have access to these drugs can live a normal life span.

As the administrator of the Massachusetts Infectious Disease Drug Assistance Program (IDDAP), CRI plays a vital role in helping people in Massachusetts access critical, lifesaving medications and health insurance coverage in an affordable manner.

CRI has taken this finely tuned expertise and began investigating other infectious diseases including hepatitis C. CRI has also explored other novel research endeavors, including conducting survey research and bringing HIV and HCV clinical expertise into new settings, such as a substance abuse disorder clinic. Learn more at: <https://crine.org>

AIDS Action Committee, (AAC) of Massachusetts is the state's leading provider of prevention and wellness services for people vulnerable to HIV infection. It provides services to one in six people in Massachusetts living with an HIV diagnosis. These services include HIV counseling and testing; needle exchange; mental health counseling; housing assistance; and legal services. AIDS Action works to prevent new HIV infections, support those affected by HIV, and tackle the root causes of HIV/AIDS by educating the public and health professionals about HIV prevention and care; and advocating for fair and effective HIV/AIDS policy at the city, state, and federal levels. Founded in 1983, AIDS Action Committee of Massachusetts is New England's first and largest AIDS service organization. Learn more at: www.aac.org

Harbor to the Bay, Inc., P. O. Box 990243, Boston, MA 02199
Telephone: 617-320-7202 or www.harbortothebay.org

Internal Revenue Service

Date: August 24, 2004

Harbor To The Bay, Inc.
% James M. Mortgage Club Cafe
209 Columbus Avenue
Boston, MA 02116-5109

Dear Sir or Madam:

This is in response to your request of August 24, 2004, regarding your organization's tax-exempt status.

In November 2003 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

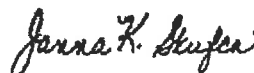
Our records indicate that your organization is also classified as a public charity under sections 509(a)(1) and 170(b)(1)(A)(vi) of the Internal Revenue Code until the Advance Ruling Period Ending date indicated in the header above.

Within 90 days from the end of the advance ruling period, your organization must submit to us information needed to determine whether it has met the requirements of the applicable support test during the advance ruling period. This information is currently supplied on the Form 8734, *Support Schedule for Advance Ruling Period*.

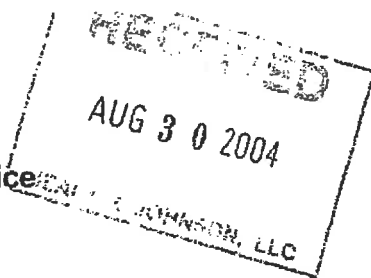
Contributions to your organization are deductible under section 170 of the Code. Grantors and contributors may rely on the determination that your organization is not a private foundation until 90 days after the end of its advance ruling period. If the organization submits the required information within 90 days, grantors and contributors may continue to rely on the advance determination until the Service makes a final determination of your organization's foundation status.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,



Janna K. Skufca, Director, TE/GE
Customer Account Services



Department of the Treasury
P. O. Box 2508
Cincinnati, OH 45201

Person to Contact:

Mrs. Jones 31-03886

Customer Service Specialist

Toll Free Telephone Number:

8:00 a.m. to 6:30 p.m. EST

877-829-5500

Fax Number:

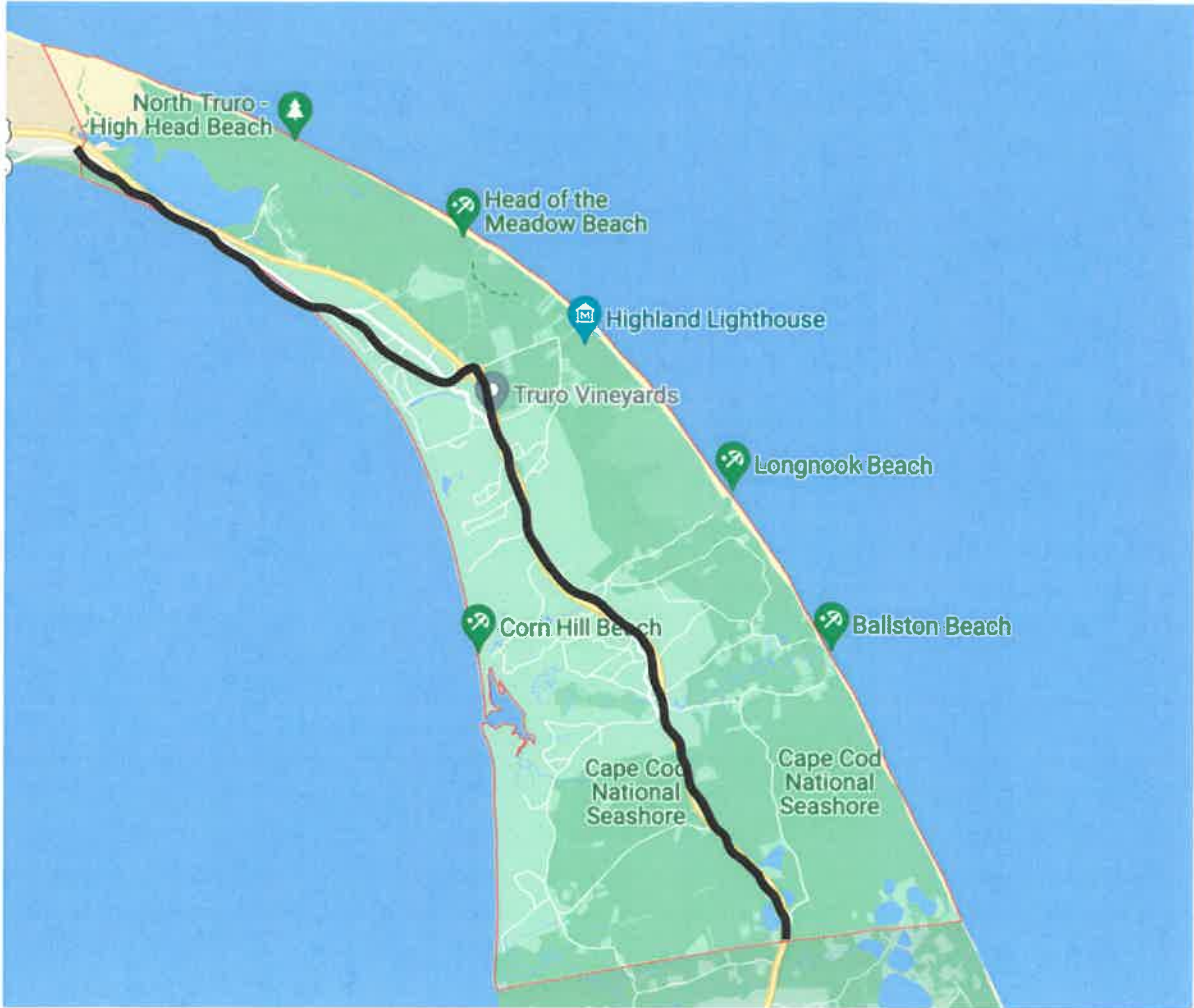
513-263-3756

Federal Identification Number:

05-0568910

Advance Ruling Period Ends:

December 31, 2007



All Riders must check in at each Check Point.

Pit 1 Weymouth Nash School
14.6 Miles from the Start of the Ride
Opens: 6:30 a.m. | Closes: 8:30 a.m.

Pit 2 Halifax (Check Point) Halifax Boar Ramp
15.2 Miles from Pit 1
Opens: 7:15 a.m. | Closes: 9:45 a.m.

Pit 3 Plymouth Town Green
14.4 Miles from Pit 2
Opens: 8:00 a.m. | Closes: 11:00 a.m.

Pit 4 Bourne (Check Point) Friendly's
16.6 Miles from Pit 3
Opens: 8:45 a.m. | Closes: 12:45 p.m.

10:30 a.m. Second Half of the Route Opens

Pit 5 Barnstable Town Building
16.5 Miles from Pit 4
Opens: 10:45 a.m. | Closes: 2:15 p.m.

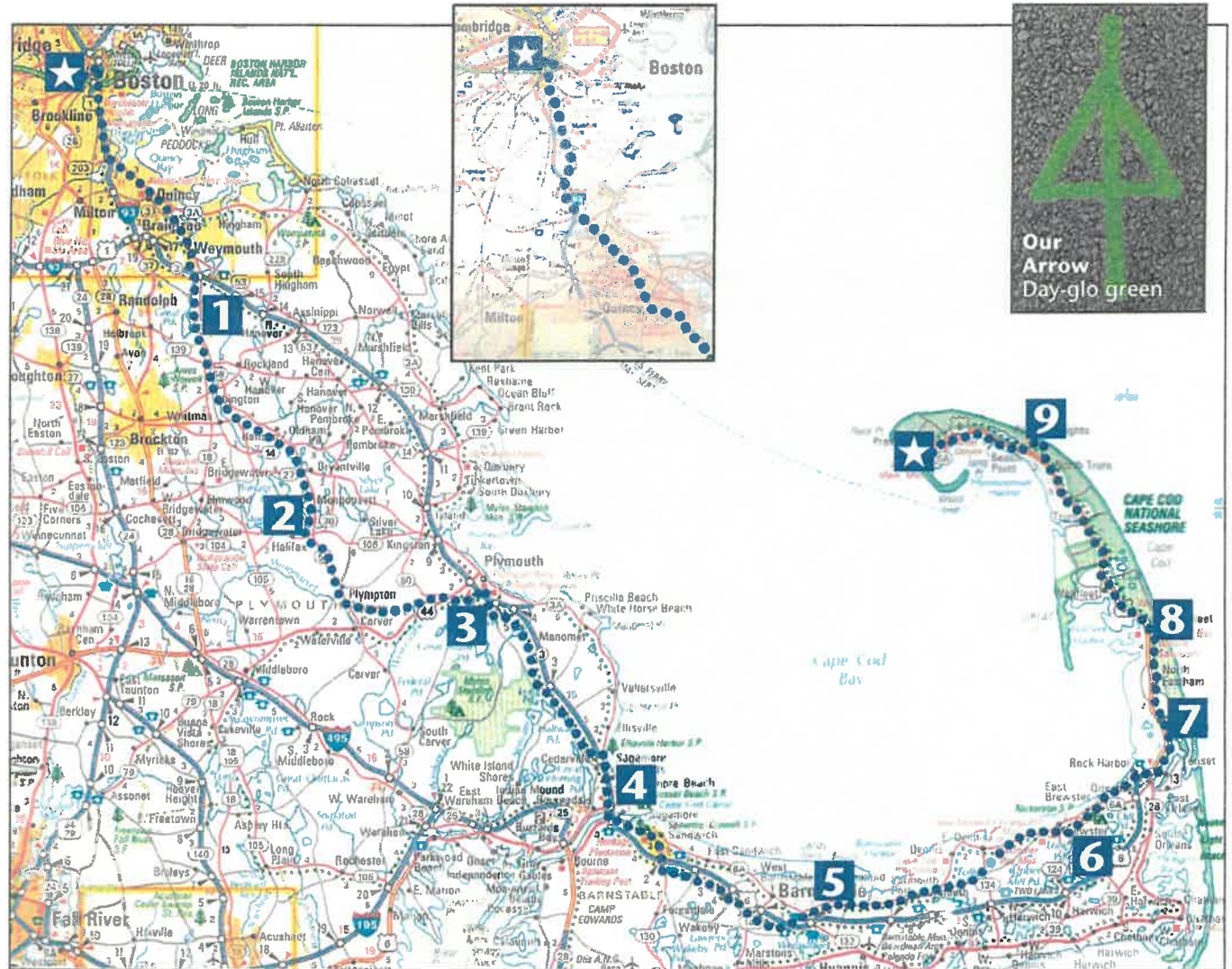
Pit 6 Brewster (Check Point) Cape Cod Rail Trail
13.6 Miles from Pit 5
Opens: 11:30 a.m. | Closes: 3:45 p.m.

Pit 7 Eastham
10 Miles from Pit 6
Opens: 11:45 a.m. | Closes: 4:15 p.m.

Pit 8 Wellfleet (Check Point) End of Rail Trail
4.5 Miles from Pit 7
Opens: 12:00 p.m. | Closes: 5:00 p.m.

Pit 9 North Truro
11.7 Miles from Pit 8
Opens: 12:45 p.m. | Closes: 6:00 p.m.

Pit 10 Provincetown (Check Point)
5 Miles from Pit 9
Opens: 1:00 p.m. | **ROUTE Closes: 6:30 p.m.**



Harbor to the Bay Ride

MI	Turn	Onto - Comments
0.0	F	Clarendon St.
0.5	L	Tremont St. @TL
0.5	R	Waltham St.
0.7	X	Washington St. @SS
0.8	L	Harrison Ave. @TL
1.1	R	Traveler St. @TL
1.3	F	West Broadway St
1.5	R	Dorchester Ave. @TL
1.9	BL	Old Colony Ave. @TL [P stop at Dunkin' Donuts]
2.6	F	Continue past rotary @SS
2.9	BR	Onto Off ramp @TL
3.1	BR	Morrissey Blvd. (pass WLVI-TV & Boston Globe)
5.8	L	Neponset Ave. Follow under highway.
5.8	F	Neponset River Bridge
6.2	BR	Exit ramp to Hancock St. (Rt. 3A)

MI	Turn	Onto - Comments
7.8	F	Hancock St. (Not 3A)
8.9	R	Temple St. @TL
9.0	F	Hancock St. @TL b/c Quincy Ave. [P stop at Burger King]
11.6	BL	Commercial St. (Rt. 53) @TL
11.7	R	Front St. @TL (If you miss turn, follow Rt. 53 & BR at Rt. 18 to pick up route.)
12.1	BL	Front St. (Follow arrows)
14.5	F	Front St. @SS
14.6	R	Pit Stop #1 Nash School
14.9	BR	Rt. 18 @SS
15.8	R	Pond St. @TL (If you miss this, make left at Rt. 58)
17.2	X	Rt. 18 @TL
	F	Rt. 58. Follow to Plympton.
19.1	BL	Rt. 58 @V

MI	Turn	Onto - Comments
21.7	BR	Follow rotary counter-clockwise to 3rd Right'
24.1	BR	Rt. 58 [P stop at McDonald's]
29.6		Pit Stop #2 Halifax Boat Ramp (Palmer Mill Rd., 2nd int.)
34.9	L	Mayflower Rd. @TL (sign for Parsonage Rd. at right)
35.6	BL	Colchester St. (Follow Bike Route 1)
38.1	R	Route 80 West
40.6	L	Rt. 80 West @T (blinking TL)
43.3	L	Rt. 44 @T
43.5	BR	Carver Rd. @TL. Do not make hard R onto Seven Hills.
44.0	L	Summer St. @SS Follow into Plymouth Center.
45.7	R	Pleasant St. @T, then
45.8	L	Pit Stop #3 Town Green
45.8	F	Pleasant St. (not Bike Rt. 1)

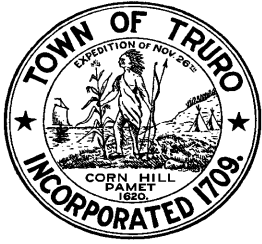
MI	Turn	Onto - Comments
46.0	R	South St. @T (Follow under Rt. 3) b/c Long Pond Rd.
52 CONSTRUCTION ROAD MAY BE DIRT		
56.1	BL	Hedges Pond Rd.
57.9	R	Rt. 3A (State Rd.) @T
	F	State Rd. (Do not go on Rt. 3A) [P stop McDonald's at end]
60.5	X	Scenic Highway @TL onto Canal St.
60.7	R	Take sidewalk in front of Friendly's to the bridge. Pit Stop #4
60.7	F	Walk bike over bridge. [Illegal and dangerous to ride over the bridge.]
61.2	BL	After Sagamore Bridge, remount and ride downhill through parking lot.
61.4	L	Cranberry Highway

L=Left R=Right X=Cross F=Forward B=Bear Q=Quick SS=Stop Sign T=T-Stop TL=Traffic light V=Fork

MI	Turn	Onto - Comments
62.0	R	Rt. 6A East (Yield sign)
62.4	BR	Rt. 130
63.6	BR	Rt. 130 through Sandwich
65.4	X	Under Rt. 6
65.6	L	Service/Access Rd.
67.6	X	Quaker Meeting House Rd. @SS
69.8	X	Chase Rd. @SS
72.2	L	Rt. 149 @T
	OR	Service/Access Rd.
73.0	L	Oak St. @SS
74.1	BL	Rt. 132 @T
	R	Rt. 6A East
76.9		Pit Stop #5 Barnstable Town Building
82.9	R	Setucket
83.7	F	Continue on Setucket Road at North Dennis Road. [Dangerous Intersection.]

MI	Turn	Onto - Comments
88.7	F	Stony Brook Rd. @V
89.5	R	Rt. 6A East @T, then
89.6	R	Tubman Rd.
91.0	F	Long Pond Rd. @V (Rt. 137)
91.3	L	Pit Stop #6 at start of the Cape Cod Rail Trail [Caution: pedestrians, children, unskilled riders]
92.3	X	Under Rt. 6A [Caution: tunnel, slow bike traffic]
94.0	X	Under Rt. 6A [Caution: tunnel, slow bike traffic]
95.6	L	Salty Ridge Rd. at end of trail
95.7	R	West Rd. @T
95.9	L	Cape Cod Rail Trail [Caution: pedestrians, children, unskilled riders]

MI	Turn	Onto - Comments
97.1	X	Rt. 6 on trail bridge
99.00	X	Under Rt. (Caution: tunnel, slow bike traffic)
100		Pit Stop #7 Breckett Rd., Eastham
104.2		Pit Stop #8 in parking lot at end of trail
104.3	L	LeCount Hollow Rd. @T after parking lot
104.4	R	Route 6 @SS
113.9	R	South Highland Rd.
115.3	L	Highland Rd. [P stop after overpass]
116.2		Pit Stop #9 North Truro
116.4	R	Shore Rd. @SS (Rt. 6A)
120.9	F	Provincetown Town Line
121.9	L	Harbor Hotel
		Final Rider Check In



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: June 14, 2022

ITEM: Approval of an Entertainment License for *Truro Summer Concert Series*

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

- Truro Summer Concert Series, Lawn behind Truro Public Library, 7 Standish Way, 7/7, 7/14, 7/21, 7/28 8/4, 8/11 (6:30pm-7:30pm) 8/18, 8/25 (6:00-7:00pm), live amplified.

The Entertainment Application has been reviewed by the Chief of Police and approved.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Entertainment will not be held for the Truro Concert Committee's enrichment events.

SUGGESTED ACTION: *MOTION TO approve Entertainment Licenses for*

- Truro Summer Concert Series, Lawn behind Truro Public Library, 7 Standish Way, 7/7, 7/14, 7/21, 7/28 8/4, 8/11 (6:30pm-7:30pm) 8/18, 8/25 (6:00-7:00pm), live amplified.

And authorize the Chair to sign the applications.

ATTACHMENTS:

1. One Day Entertainment Application- Truro Concert Committee



TOWN OF TRURO

Licensing Department
PO Box 2030, Truro, MA 02666

PH: 508-349-7004, Ext. 110 or 124 Fax: 508-349-5505
Email: ptudor@truro-ma.gov or nscoullar@truro-ma.gov

RCVD 2022MAY17 PM1140
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

Name of Applicant: Patricia Wheeler Business/Organization Name: TRURO Concert Committee

Mailing Address of Business/Organization: P.O. Box 289 TRURO, MA 02666

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

Contact Person: N/A Phone Number: _____ Email: _____

INDIVIDUAL APPLICANT INFORMATION

Individual's Name: Patricia Wheeler Mailing Address: P.O. Box 289 TRURO MA 02666

Phone Number: _____ Email Address: _____

EVENT INFORMATION

Day (s)/Date (s) of Event for License to be issued: July 7, 14, 21, 28 Purpose of Event (example: fundraiser): free outdoor concerts

Hours of Event (from - to): 6:30 - 7:30 July 7, 14, 21, 28 and Aug 4, 11

Location (Must provide facility name, if any, street number and name): TRURO Public Library - LAWN Event is: Indoor Outdoor Event (Please check applicable box)

Property Owner Name and Address: TOWN OF TRURO Phone number: _____

Seating Capacity: variable Occupancy Number: _____

Name of Caterer (if applicable): None Approximate number of people attending: 300

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) _____

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.

Patricia Wheeler
Signature

May 17, 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 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 *waived*

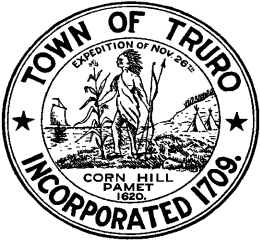
APPROVAL

License No _____

Select Board _____ Meeting Date _____

Police Department [Signature] Date 5/22/2022

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



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: June 14, 2022

ITEM: Approval of 2022 Seasonal License Renewals: North of Highland Camping Area (52 Head of Meadow)

EXPLANATION: North of Highland Camping Area seasonal license renewal application and supporting documentation are before the Board for review and approval as the Local Licensing Authority. There were no reported issues with these establishments in 2021. The Health Department License for North Truro Camping Area was issued on 5/13/2022 and 5/16/2022. If you approve these for renewal, the licenses will be issued only upon compliance with all regulations and upon receipt of the necessary documents and fees.

Mass General Law	Licenses & Permits Issued by Select Board	Names of Businesses
Chapter 101 §2	Transient Vendor	North of Highland Camping Area

IMPACT IF NOT APPROVED: The licenses will not be issued.

SUGGESTED ACTION: MOTION TO approve a 2022 Seasonal North of Highland Camping Area Transient Vendor License upon compliance with all regulations and receipt of the necessary documents and fees.

ATTACHMENTS:

1. Renewal Application for 2022: North of Highland Camping Area

Number: 2022-021

Fee: \$50.00 + \$150 late fee

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

This is to certify that

**Greg & Brandon Currier, mgrs., d/b/a North of Highland
Camping Area, LLC**
52 Head of the Meadow Rd

**Has Been Granted A License to Operate Recreational Camps, Overnight Camps or Trailer
Coach Parks**

This license is issued in conformity with the authority granted to the Truro Board of Health, by Chapter 140, Sections 32A, 32B, 32C, 32D, 32E as amended, and is subject to the provisions of the Laws of the Commonwealth of Massachusetts relating thereto, and upon such terms and conditions, and to the rules and regulations in regard to said Camps or Cabins so licensed as adopted by the Truro Board of Health and expires **December 31, 2022** unless sooner suspended or revoked.

Date

May 13, 2022

of units: 237 sites



Emily Beebe, RS

Agent to the Truro Board of Health

Number: 2022-021A

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:

Gregory & Brandon Currier, mgrs., d/b/a North of Highland Camping Area

Whose place of business is **52 Head of the Meadow Rd**

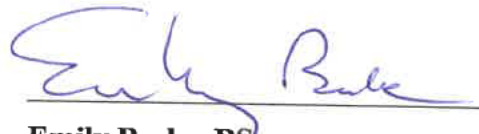
Type of business and any restrictions **General Store**

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

Permit Expires: **December 31, 2022**

Date Issued:

May 16, 2022



Emily Beebe, RS

Agent for the Truro Board of Health Agent

Septic insp: 12/21/22
Smoke exp: 11/7/22

HEALTH DEPARTMENT
TOWN OF TRURO

33-32

CAMP
2022-021

NOV 30 2021

RECEIVED BY:



TOWN OF TRURO

PO Box 2030, Truro MA 02666

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

PAID
3579

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

\$ 50.00 + 75.00
Camp TV

Section 1 - License Type & Hours of Operation

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

New Renewal

FACILITY: # UNITS

HOURS OF OPERATION:

Motel _____

Annual Seasonal

Cottage Colony _____

Opening Date: 05/27/2022

Condominium _____

Closing Date: 09/12/2022

850

Campground 237

Days of the Week Open: ALL

Lodging _____

Transient Vendor 75.00

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

Section 2 - Business Information

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

GREGORY S. GURRIER NORTH OF HIGHLAND CAMPING AREA LLC
Print Name of Applicant Business Name

GREGORY S. CURRIER & BRANDON T. CURRIER
Owner Name

52 HEAD OF THE MEADOW RD P.O. BOX 297
NORTH TRURO, MA 02652 NORTH TRURO, MA 02652
Street Address of Business Mailing Address of Business

508-487-1191 [REDACTED]
Business Phone Number Business E-Mail Address

Section 3 - MANAGER INFORMATION

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

Name of Onsite Manager:

Name: Brandon T Carrier Unit Number: 52 Head of the Meadow Road

Mailing Address: P.O. Box 297 North Truro MA 02652

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

Brandon Carrier

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: GREGORY S. CURRIER Business Name: NORTH OF HIGHLAND CAMPING AREA LLC

Business Address: 52 HEAD OF THE MEADOW ROAD NORTH TRURO MA 02652

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

Gregory S. Carrier

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.

Gregory S. Carrier
Signature of Applicant

GREGORY S. CURRIER
Print Name

11-30-2021
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 APPLICATIONS THAT MAY RELATE 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)

(as of 11-30-21, in process of trying to set up an inspection with Noon's) (rev 10/2021)



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: NORTH OF HIGHLAND CAMPING AREA LLC

Address: 52 HEAD OF THE MEADOW ROAD

City/State/Zip: NORTH TRURO, MA 02652 Phone #: [REDACTED]

Are you an employer? Check the appropriate box:

- 1. I am a employer with 15 employees (full and/ or part-time).* **SEASONAL**
- 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 CAMPGROUND

*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: Markel Insurance Company

Insurer's Address: Ten Parkway North Deerfield, IL 60015

City/State/Zip: NOTE: Policy renews each year in late December.

Policy # or Self-ins. Lic. [REDACTED] Expiration Date: 01-01-2022

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: 10-13-2021

Phone #: Cell: [REDACTED] **IN SEASON OFFICE:** [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)

3/8/2022

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 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 Leavitt Recreation & Hospitality Insurance, Inc. 942 14th Street Sturgis SD 57785		CONTACT NAME: Terri Wedderburn PHONE (A/C No. Ext.): (800) 525-2060 FAX (A/C No.): (866) 463-2797 E-MAIL ADDRESS: terri-wedderburn@leavitt.com	
INSURED North of Highland Camping Area LLC P.O. Box 297 North Truro MA 02652		INSURER(S) AFFORDING COVERAGE INSURER A: Markel Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 38970	

HEALTH DEPARTMENT
TOWN OF TRURO

MAR 11 2022

RECEIVED

COVERAGES **CERTIFICATE NUMBER:** 22/23 WC COI **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
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						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 \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below				1/1/2022	1/1/2023	<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

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

CERTIFICATE HOLDER**CANCELLATION**

Proof of Insurance

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

Jimmy Tumblin/TEWEDD

FS#2022-021A

HEALTH DEPARTMENT
TOWN OF TRURO

NOV 30 2021

RECEIVED BY:



**Town of Truro
Board of Health**

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

PAID
3579

75.00
FS

APPLICATION FOR FOOD SERVICE – COMMON VICTUALER

New Renewal

Section 1 – License Type

Type of License: Food Service Common Victualer

Type of Food Service Establishment:

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

Section 2 – Business/Owner/Manger Information

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

Business Name: NORTH OF HIGHLAND CAMPING AREA CAMP STORE

Owner Name: GREGORY S. CURRIER BRANDON T. CURRIER Email Address: [REDACTED]

Mailing Address: P.O. BOX 297 NORTH TRURO, MA 02652

Phone No: [REDACTED]

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

Name: GREGORY S. CURRIER Email Address: [REDACTED]

Mailing Address: P.O. BOX 297 NORTH TRURO, MA 02652

Phone No: [REDACTED] 24 Hour Emergency: [REDACTED]

Section 3 – Business Operation Details

Number of Seats: Inside: / Outside: / Number of Employees: 2

Length of Permit: Annual Seasonal Operation

Hours of Operation: 8 AM To NOON and 5 PM To 9 PM

Days Closed Excluding Holidays: NONE - SEASONALLY

If Seasonal: Approximate Dates of Operation: 06/10/22 To 09/06/22

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

GREGORY S. CURRIER

Allergen Awareness Certification (attach copy):

GREGORY S. CURRIER

Has your menu changed from last year? Yes No N/A


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:

10-13-2022

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



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

**FIRE PROTECTION SYSTEMS
ANNUAL TEST REPORT**

BUSINESS NAME: NORTH OF HIGHLAND CAMPING AREA LLC

OWNER/MANAGER: GREGORY S. CURRIER
BRANDON T. CURRIER

ADDRESS: 52 HEAD OF THE MEADOW RD NORTH TRURO, MA 02652

PHONE #: 508-487-1191 NUMBER OF UNITS: 237 campsites

CONTACT PERSON: BRANDON T. CURRIER

ADDRESS: 52 HEAD OF THE MEADOW RD NORTH TRURO, MA 02652

TESTING COMPANY: FORBES ELECTRIC

TESTING ELECTRICIAN/TECHNICIAN: GARY FORBES

COMPANY PHONE #: [REDACTED] HOME PHONE #: _____

LICENSE #: 14601A 28065E

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

COMMENTS: _____

DATE OF CERTIFICATION: 11-7-2021 BY: _____

[Signature]
Signature of Licensed Electrician

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

CERTIFICATE OF ALLERGEN AWARENESS TRAINING

Name of Recipient: GREGORY CURRIER

Certificate Number: 3289365

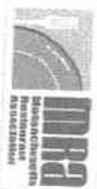
Date of Completion: 3/5/2018

Date of Expiration: 3/5/2023



The above-named person is hereby issued this certificate for completing an allergen awareness training program recognized by the Massachusetts Department of Public Health in accordance with 105 CMR 590.009(G)(3)(a). This certificate will be valid for five (5) years from date of completion.

Issued By:



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



800.765.2122
www.restaurant.org

ServSafe® CERTIFICATION

GREGORY CURRIER

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).

16109974

CERTIFICATE NUMBER

10591

EXAM FORM NUMBER

2/26/2018

DATE OF EXAMINATION

2/26/2023

DATE OF EXPIRATION

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



FOOD
ASTM E853
Certificate Issuer

Sherman Brown
Sherman Brown
Executive Vice President, National Restaurant Association Solutions

In accordance with Meeting Update Convention 2006, Resolution ANA N 066-2013 (Paragraph 3.2, Standard A.3.2), use trademarks of the National Restaurant Association.

This document cannot be reproduced or altered
1/21/2011

V 1/2/11

The document cannot be reproduced or altered
V 1/2/11





TOWN OF TRURO

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

TAX STATUS REQUEST FOR LICENSING

Date 1/6/2022

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

Owner's Name:

Business Name North of Highland Campground

Residential Address: 52 Head of the Meadow Rd

Map and Parcel: 33-32

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

Emally Stevens
Tax Collector's Signature

All set

1/7/2022
Date

Lynne Budnick

From: Lynne Budnick
Sent: Thursday, January 6, 2022 12:47 PM
To: 'gcurrier88@gmail.com'
Subject: Septic Inspection Needed- North of Highland Campground
Attachments: 2022 Email for Snail Mail Recipients.doc

Good afternoon, Gregg

Per the revised Board of Health regulations of July 1, 2021, you will now be required to submit a septic inspection report to the Town of Truro for : **North of Highland Camping Area**. Please see the attached email in letter form.

Best regards,

Lynne G. Budnick

Lynne G. Budnick

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



Select Board Regular Meeting
March 22, 2022, at 5:00pm
Via GoToMeeting Platform

Consent Agenda Item: 8D1

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

Others Present: Darrin Tangeman-Town Manager, Kelly Clark-Assistant Town Manager, Alex Lessin-Finance Director, Jarrod Cabral-DPW Director, Barbara Carboni-Town Planner/Land Use Counsel, Tony Jackett-Harbor Master, Tim Silva, Keith Thurlow, Ronald Fichtner, Kristen Roberts, Helen McNeil-Ashton, Raphael Richter, Anne Greenbaum-Planning Board Chair, Emily Beebe-Health/Conservation Agent, Lori Meads, Eric Parker, Joan Holt, Jonathan Slater

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

Public Comment

-Mr. Fichtner strongly encouraged the Select Board to consider postponing the Annual Town Meeting and moving it outdoors due to Covid related reasons and better attendance.

-Mr. Thurlow stated he is concerned about climate change and that he wrote a letter to the editor of the Provincetown Independent. He read that letter aloud to be part of the record.

-Ms. McNeil-Ashton said that Wellfleet will be considering a resolution to restore native beach rights at its Select Board meeting tonight. She will report back with the results. 12 of the 15 Cape Townships have adopted a wastewater bylaw and Truro doesn't have one yet. She'd like to ask the Select Board, until a stormwater bylaw can be presented could they make decisions as if we already had a stormwater bylaw comparable to another rural community, such as Wellfleet.

-Ms. Roberts wished to make a statement in support of the citizen-petitioned article regarding the expansion of the childcare voucher program passed at last year's Annual Town Meeting. She is a member of the Economic Development Committee and she summarized how this expansion of the program was developed.

-Ms. Greenbaum wanted to encourage people to attend the Planning Board meeting on April 6 at 5pm. The meeting will begin with a public conversation about housing.

Public Hearings-None

Board/Committee/Commission Appointments

Interview and Appoint: Amy Wolff-Conservation Commission

This item was pulled from this agenda and will appear on the next Select Board agenda.

Staff/Committee Updates-None

Tabled Items-None

Select Board Action

Review and Approval of Harbor Fee Increases

Chair Weinstein is recusing himself as he is a user of the Harbor and will be affected by the fee increases. He retains the right to speak as a private citizen. Member Areson will also be affected by the fees and therefore will recuse herself. She retains the right to speak as a private citizen.

Pamet Harbor Commission Chair Silva explained that every four years the fees are reviewed. This year there are slight increases pertaining to seasonal passes. He reviewed the changes.

Member Dundas made a motion to approve the proposed changes to the Pamet Harbor Fee Schedule.

Member Rein seconded.

Roll Call Vote:

Member Dundas-Aye

Member Rein-Aye

Member Reed-Aye

Member Areson-Recused

Chair Weinstein-Recused

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

Review and Approval of March Bond Sale and Useful Life Certificates

Finance Director Lessin is at the meeting to talk about the recently completed bond sale. One taxable bond was issued for the Walsh Property acquisition and another tax-exempt bond for a combination of projects including; East Harbor, Eagle Neck Creek, Fire Department tender, and Fire Department ambulance. Finance Director Lessin explained the process of receiving bids for the bonds and the interest costs of both. He's asking that the Select Board approve the sale of the Series A and B Bond. He took questions from the Select Board.

Member Areson made a motion that the votes presented to this meeting relating to the issuance and details of the Town's General Obligation Municipal Purpose Loan of 2022 Bonds, Series A and General Obligation Land Acquisition Bonds, Series B, each dated and closing March 29, 2022 are hereby adopted as presented and incorporated into the minutes of this meeting in their entirety and authorize the Clerk of the Select Board to sign electronically.

Member Reed seconded.

Roll Call Vote:

Member Rein-Aye

Member Reed-Aye

Member Areson-Aye

Member Dundas-Aye

Chair Weinstein-Aye

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

Discussion and Possible Vote Regarding Town Meeting Date and Location

Town Manager Tangeman explained that the date established by Town Charter would be April 26. There is an opportunity to move that date, but it would impact the Annual Town Election of May 10 which is a hard date. Statistics don't support significant issues with Covid right now but in preparation of any changes that should be a consideration. The recommendation to the Select Board is to hold Annual Town Meeting outdoors on April 30 with a rain date of May 1. Health/Conservation Agent Beebe summarized the current order that the Board of Health has in place.

Member Rein made a motion that, pursuant to General Laws c. 39, Section 9, the Select Board set the date for the Annual Town Meeting as April 30, 2022, with a rain date of May 1, 2022.

Member Reed seconded.

Chair Weinstein asked Member Rein if she would entertain amending her motion to indicate that the desire is to hold the meeting outside with deference to health issues, and if the weather precludes that, we have a rain date for another outdoor meeting on the 1st of May.

Member Rein made a motion that, pursuant to General Laws c. 39, Section 9, the Select Board set the date for the Annual Town Meeting outside at the Truro Central School ballfield on April 30, 2022, with a rain date of May 1, 2022.

Member Reed seconded.

Roll Call Vote:

Member Dundas-Aye

Member Areson-Aye

Member Reed-Aye

Member Rein-Aye

Chair Weinstein-Aye

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

Review and Vote of Annual Town Meeting Articles

Article 4: Amendments to the FY2022 Operating Budget Funded by Free Cash

Member Rein made a motion to recommend Article 4 as printed in the Warrant.

Member Areson seconded.

Roll Call Vote:

Member Rein-Aye

Member Reed-Aye

Member Areson-Aye

Member Dundas-Aye

Chair Weinstein-Aye

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

Article 6: Transfer of Funds from Free Cash

Section 1: To Reduce or Stabilize the FY2023 Tax Rate

Member Areson made a motion to recommend Article 6; Section 1, as printed in the Warrant.

Member Reed seconded.

Roll Call Vote:

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

Section 2: To the OPEB Trust Fund

Member Areson made a motion to recommend Article 6; Section 2, as printed in the Warrant.
Member Reed seconded.

Roll Call Vote:

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

Section 3: To the Capital Expense Stabilization Fund

Member Areson made a motion to recommend Article 6; Section 3, as printed in the Warrant.
Member Rein seconded.

Roll Call Vote:

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

Section 4: To the Stabilization Fund

Member Dundas made a motion to recommend Article 6; Section 4, as printed in the Warrant.

Member Reed seconded.

Roll Call Vote:

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

Section 6: To Revise the town's Open Space and Recreation Plan

Member Reed made a motion to recommend Article 6; Section 6, as printed in the Warrant.
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.

Section 7: To General Fund Reserve Fund

Member Areson made a motion to recommend Article 6; Section 7, as printed in the Warrant.

Member Reed seconded.

Roll Call Vote:

Member Dundas-Aye

Member Areson-Aye

Member Reed-Aye

Member Rein-Aye

Chair Weinstein-Aye

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

Section 8: To Purchase Additional Modules for Financial Transparency and Budgeting Software

Member Reed made a motion to recommend Article 6; Section 8, as printed in the Warrant.

Member Areson seconded.

Roll Call Vote:

Member Areson-Aye

Member Reed-Aye

Member Rein-Aye

Member Dundas-Aye

Chair Weinstein-Aye

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

Section 9: To Procure Engineering Services for Parking Lot Paving and Beach Parking Lot Maintenance

Member Areson made a motion to recommend Article 6; Section 9, as printed in the Warrant.

Member Reed seconded.

Roll Call Vote:

Member Rein-Aye

Member Reed-Aye

Member Areson-Aye

Member Dundas-Aye

Chair Weinstein-Aye

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

Section 10: To Procure Engineering and Design Services for Truro Central School HVAC System

Member Dundas made a motion to recommend Article 6; Section 10, as printed in the Warrant.

Member Areson seconded.

Roll Call Vote:

Member Areson-Aye

Member Reed-Aye

Member Rein-Aye

Member Dundas-Aye

Chair Weinstein-Aye

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

Section 11: To Employee Benefit Account

Member Dundas made a motion to recommend Article 6; Section 11, as printed in the Warrant.

Member Reed 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.

Section 12: To Purchase Building Permitting Software

Member Areson made a motion to recommend Article 6; Section 12, as printed in the Warrant.

Member Reed seconded.

Roll Call Vote:

Member Dundas-Aye

Member Rein-Aye

Member Reed-Aye

Member Areson-Aye

Chair Weinstein-Aye

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

Article 36: Childcare Voucher Program-Petitioned Article

Mr. Richter provided some history on the article he brought forward last year regarding a childcare voucher program. He feels the need to bring back another citizen petitioned article regarding the same topic to make it more of a permanent program and not a pilot program. He summarized additions which he feels will enhance the program.

Ms. Meads is in favor of the article as it relates to children of employees employed by businesses located in the Town of Truro.

Mr. Parker thinks this is a wonderful program but feels if this is to extend beyond one year it should be subject to a means test.

Member Reed asked if Mr. Richter would speak to the Select Board articles regarding the childcare voucher program. Assistant Town Manager Clark went over the three articles (Articles #9) and Mr. Richter gave suggestions.

Chair Weinstein thinks putting this on the agenda for the 29th would be the best action at this time. Assistant Town Manager Clark will put together different packages for the Board to review for the 29th.

Article X: Transfer of Funds from Affordable Housing Stabilization Fund to Affordable Housing Trust Fund

Member Dundas made a motion to recommend Article X: Transfer of Funds from Affordable Housing Stabilization Fund to Affordable housing Trust Fund as printed in the Warrant.

Member Areson seconded.

Roll Call Vote:

Member Rein-Aye

Member Reed-Aye

Member Areson-Aye

Member Dundas-Aye

Chair Weinstein-Aye

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

Article XX: Reappropriate Authorized Borrowing Balances from Environmental Projects to Capital Expenses for Environmental Projects

Member Dundas made a motion to recommend Article XX: Reappropriate Authorized Borrowing Balances from Environmental Projects to Capital Expenses for Environmental Projects as printed in the Warrant.

Member Reed seconded.

Roll Call Vote:

Member Areson-Aye

Member Dundas-Aye

Member Reed-Aye

Member Rein-Aye

Chair Weinstein-Aye

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

Article XX: Appropriate Bond Anticipation Note Proceeds to East Harbor Culvert Project

Member Areson made a motion to recommend Article XX: Appropriate Bond Anticipation Note Proceeds to East Harbor Culvert Project as printed in the Warrant.

Member Rein seconded.

Roll Call Vote:

Member Rein-Aye

Member Areson-Aye

Member Reed-Aye

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

Article XX: Appropriate Unexpended Fund Balances to Install Electric Vehicle Charging Stations

Member Areson made a motion to recommend Article XX: Appropriate Unexpended Fund Balances to Install Electric Vehicle Charging Stations as printed in the Warrant.

Member Rein seconded.

Roll Call Vote:

Member Rein-Aye

Member Reed-Aye

Member Areson-Aye

Member Dundas-Aye

Chair Weinstein-Aye

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

Land Acquisition Articles

Article 10: Acquisition of Easements for the Herring River Restoration Project

Member Dundas made a motion to recommend Article 10: Acquisition of Easements for the Herring River Restoration Project as printed in the Warrant.

Member Reed seconded.

Roll Call Vote:

Member Areson-Aye

Member Reed-Aye

Member Rein-Aye

Member Dundas-Aye

Chair Weinstein-Aye

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

Personnel Bylaw Articles

Article XX: Amend Personnel Bylaw 6.3.6 Vacation Buy Back

Member Dundas made a motion to recommend Article XX: Amend Personnel Bylaw 6.3.6 Vacation Buy Back as printed in the Warrant.

Member Areson seconded.

Roll Call Vote:

Member Rein-Aye

Member Dundas-Aye

Member Areson-Aye

Member Reed-Aye

Chair Weinstein-Aye

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

Acceptance of Massachusetts General Law Articles

Article XX: Accept M.G.L. c. 200A, §9A Disposition of abandoned funds by city or town; notice of period during which funds may be claimed; city treasurer authorized to hear claims; appeal; disbursement

Member Areson made a motion to recommend Article XX: Accept M.G.L. c. 200A, §9A Disposition of abandoned funds by city or town; notice of period during which funds may be claimed; city treasurer authorized to hear claims; appeal; disbursement as printed in the Warrant.

Member Reed seconded.

Roll Call Vote:

Member Rein-Aye

Member Reed-Aye

Member Areson-Aye

Member Dundas-Aye

Chair Weinstein-Aye

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

Article XX: Accept M.G.L. c.71, §37M Consolidation of Administrative Functions with City or Town

Member Dundas made a motion to recommend Article XX: Accept M.G.L. c.71, §37M Consolidations of Administrative Functions with City or Town as printed in the Warrant.

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.

Article XX: Accept M.G.L. c.44, §55C Municipal Affordable Housing Trust Fund

Member Dundas made a motion to recommend Article XX: Accept M.G.L. c.44, §55C Municipal Affordable Housing Trust Fund as printed in the Warrant.

Member Areson seconded.

Roll Call Vote:

Member Rein-Aye

Member Reed-Aye

Member Areson-Aye

Member Dundas-Aye

Chair Weinstein-Aye

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

Charter Amendment Articles

Article 18: Charter Amendment to Section 7-1-2

Member Areson made a motion to recommend Article 18: Charter Amendment to Section 7-1-2 as printed in the Warrant.

Member Reed seconded.

Roll Call Vote:

Member Areson-Aye

Member Reed-Aye

Member Rein-Aye

Member Dundas-Aye

Chair Weinstein-Aye

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

Article XX: Charter Amendment to Section 2-3-3

Member Dundas made a motion to recommend Article XX: Charter Amendment to Section 2-3-3 as printed in the Warrant.

Member Reed seconded.

Roll Call Vote:

Member Rein-Aye

Member Reed-Aye

Member Areson-Aye

Member Dundas-Aye

Chair Weinstein-Aye

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

Article XX: Charter Amendment to Section 6-2-10

Member Areson made a motion to recommend Article XX: Charter Amendment to Section 6-2-10 as printed in the Warrant.

Member Dundas seconded.

Roll Call Vote:

Member Dundas-Aye

Member Areson-Aye

Member Reed-Aye

Member Rein-Aye

Chair Weinstein-Aye

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

Article XX: Charter Amendment to Section 6-2-10

Member Areson made a motion to recommend Article XX: Charter Amendment to Section 6-2-10 as printed in the Warrant.

Member Reed seconded.

Roll Call Vote:

Member Rein-Aye

Member Dundas-Aye

Member Areson-Aye

Member Reed-Aye

Chair Weinstein-Aye

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

Article XX: Charter Amendment to Section 6-4-7 (add the word *unexcused* to the absence of a member and also changes the word *Chairman* to *Chair*)

Member Dundas made a motion to recommend Article XX: Charter Amendment to Section 6-4-7 as printed in the Warrant.

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.

Article XX: Charter Amendment to Section 6-4-7 (in case Town Meeting voters decline the changes proposed by the Charter Review Committee this is strictly to remove the gender from Section 6-4-7 and would be indefinitely postponed should the article before it be passed).

Member Dundas made a motion to recommend Article XX: Charter Amendment to Section 6-4-7 as printed in the Warrant.

Member Reed seconded.

Roll Call Vote:

Member Dundas-Aye

Member Rein-Aye

Member Areson-Aye

Member Reed-Aye

Chair Weinstein-Aye

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

Article XX: Charter Amendment to Appendix B-Part 3

Member Dundas made a motion to recommend Article XX: Charter Amendment to Section 6-4-7 as printed in the Warrant.

Member Reed seconded.

Roll Call Vote:

Member Areson-Aye

Member Reed-Aye

Member Rein-Aye

Member Dundas-Aye

Chair Weinstein-Aye

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

Article XX: Amend Zoning Bylaw §30.5 Flood Plain District

Member Dundas made a motion to recommend Article XX: Amend Zoning Bylaw §30.5 Flood Plain District as printed in the Warrant.

Member Reed seconded.

Roll Call Vote:

Member Rein-Aye

Member Reed-Aye

Member Areson-Aye

Member Dundas-Aye

Chair Weinstein-Aye

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

Purpose-10.2

Planning Board Chair Greenbaum explained that she appeared before the Select Board at their last regular meeting and the next day she attended a Planning Board meeting. The materials the Select Board had at that prior meeting were about a week old. The information they have before them tonight is four articles rather than seven. Three articles were withdrawn based on feedback. One article has not been changed and three have been changed. Member Reed wants the Board and the public to understand that they are being presented with amended language and based on process the only way these Planning Board articles would be on the Warrant is if the Select Board chose to adopt them as Select Board Planning articles. That will need to be determined first. The second process will be to go through and vote to recommend. Member Areson stated that there will be four Planning Board articles on the Warrant, the question is whether the Select Board will adopt the changes that the Planning Board made at the meeting after the last Select Board meeting or whether they will revert to the language that the Select Board had at their last meeting. After that determination the Select Board would have to vote to recommend.

Planning Board Chair Greenbaum walked the Select Board through the amended article for Purpose-10.2.

After much discussion, Member Areson suggested to not move ahead with discussion of the Planning Board articles that had been changed since the last time the Board saw them and to expect to have the unrevised versions on the Warrant.

Member Reed made a motion for the Select Board to adopt Planning Board Article 10.2-Purpose, as revised, as a Select Board Article for the Town Meeting Warrant.

Member Dundas seconded.

Roll Call Vote:

Member Rein-Nay

Member Reed-Nay

Member Areson-Aye

Member Dundas-Nay

Chair Weinstein-Nay

So voted; 1-4-0, motion does not carry.

10.4-Definitions-Street

Planning Board Chair Greenbaum walked the Select Board through an explanation of this Article.

Member Reed made a motion for the Select Board to adopt Planning Board Article 10.4-Definitions as one of their Select Board Articles with the amended language for this Town Meeting.

Member Dundas seconded.

Roll Call Vote:

Member Rein-Nay

Member Dundas-Nay

Member Areson-Nay

Member Reed-Nay

Chair Weinstein-Nay

So voted; 0-5-0, motion does not carry.

Article 6, §40.1-Duplex Bylaw

Planning Board Chair Greenbaum talked about the revision and the changes proposed.

Member Reed made a motion for the Select Board to adopt Planning Board Article 6, §40.1-Duplex Bylaw with their amended changes as a Select Board Article for this Town Meeting.

Member Dundas seconded.

Roll Call Vote:

Member Rein-Nay

Member Dundas-Nay

Member Areson-Aye

Member Reed-Nay

Chair Weinstein-Nay

So voted; 1-4-0, motion does not carry.

Article 3-Lot Coverage §10.4 Definitions

Planning Board Chair Greenbaum stated that this Article had no changes.

Member Areson asked that since this Article will appear on the Warrant as-is, was the Select Board now moving to recommend or not recommend? She added that petitioners have been waiting to discuss their articles and perhaps the Select Board could move the recommendations on the Planning Board articles to the March 29th meeting.

Petitioned Articles

Article 36: Non-Binding Public Advisory Question Calling for Holtec to Withdraw Plans to Discharge Radioactive Water Into Cape Cod Bay

Chair Weinstein would like this moved to the Select Board meeting of the 29th to allow for Town Counsel guidance.

Article 36: To Prevent Dumping of Radioactive Water in the Cape Cod Bay-Petitioned Article

Ms. Holt did not have anything to add to the discussion but stated that she believed everyone was in agreement about not wanting radioactive water dumped into the Cape Cod Bay. Assistant Town Manager Clark's original recommendation was to hold off on voting to recommend petitioned articles. She stated that if the Board would like to take votes to recommend they can do so and if something is received by Town Counsel which changes the Article (or states that it's not in legal form) then it can be brought back to the Select Board for a revote. Member Reed, based upon Member Areson's, Member Rein's and Assistant Town Manager Clark's comments, is comfortable not voting on the petitioned articles and hearing from the lead petitioners as a way to move the meeting along.

There were some other articles which Raphael Richter was the lead petitioner on. He was no longer on the meeting and the Chair asked that those petitioned articles be moved to the meeting of the 29th.

Discussion of Short-Term Rental Impact Fee

Town Manager Tangeman stated the Select Board has the authority to develop and send to Town Meeting a community impact fee of not more than 3% upon an acceptance vote by Town Meeting. Chair Weinstein would like to forward the consideration of this fee to their meeting of the 29th. Member Areson suggested moving this topic to an April or May meeting. All members were in agreement to moving this topic to an April or May meeting.

Assistant Town Manager Clark noticed that Mr. Slater, lead petitioner for the Article: *Establishing a Net Zero Building Standard for Town-Funded Building Projects*, was in attendance. Mr. Slater spoke about his petitioned article. Member Reed would like staff included to discuss budget implications along with the Truro Housing Authority and Energy Committee to have input. Member Dundas understands Mr. Slater's intent with this article but feels this will tie the Town to the inability to build anything. If Mr. Slater's intent is to educate and create an understanding that might be an easier sell. Member Areson would like to hear from members of the Climate Action Committee and Energy Committee before voting on whether to recommend this article for Town Meeting. Assistant Town Manager Clark stated that this article fell into the group of articles awaiting review by Town Counsel and the Select Board may want to wait to discuss this until their meeting on the 29th.

Consent Agenda

Member Reed recused herself from voting on the license for Avenue D and Salty Market. Member Areson noted there were some typos on both sets of minutes which she would send to staff, and she pointed out some more substantive corrections. Member Reed has some grammatical corrections which she will also send to staff.

Member Rein would like to recuse herself from voting on the Budget Task Force Meeting Minutes as she was not present.

Member Areson made a motion to approve the Consent Agenda with the minute amendments coming from Select Board members and the two recusals.

Member Dundas seconded.

Roll Call Vote:

Member Rein-Aye

Member Reed-Aye

Member Areson-Aye

Member Dundas-Aye

Chair Weinstein-Aye

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

Select Board Reports/Comments

Member Areson will hold her report for the meeting of the 29th.

Member Rein mentioned that during the last Walsh Property Community Planning Committee meeting it was evident that all members were frustrated with the process thus far. As liaison, it's Member Rein's job to inform the Select Board that in order for the planning process to move forward there is a need for a more open line of communication between the Committee, the Town Administration, various staff and the community at large. She asked the Select Board to take this on as a future agenda item.

Member Dundas wished to remind everyone to remain vigilant about phishing activity coming digitally toward us all.

Town Manager Report and Update on Truro Talks Newsletter

Town Manager Tangeman deferred his report to the 29th.

Next Meeting Agenda: Potential Regular Meeting-March 29, 2022; Regular Meeting-April 12, 2022

Town Manager Tangeman stated that they intend to bring the rest of the Town Meeting Articles forward. He will address the agenda for the April 12 meeting on the 29th.

Member Areson made a motion to adjourn at 9:55pm.

Member Rein 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 03.22.2022

1. Application to Serve with Chair endorsement-Amy Wolff
2. Pamet Harbor Commission Fee Recommendations/Current Fee Schedule
3. Select Board Truro Bond Series A and B
4. Town Meeting Articles List
5. 2019 Memo from KP Law on Short-Term Rental Legislation
6. One Day Entertainment Application and Public Entertainment on a Sunday State application
7. Renewal Applications for 2022: Highland Links; Captain's Choice; Lewis Brother's Homemade Ice Cream; Days Market and Deli
8. Seasonal Alcohol Beverages Control Commission Renewal Certification 2022
9. Budget Task Force Minutes of February 4, 2022
10. Select Board Meeting Minutes of January 25, 2022

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

Others Present: Darrin Tangeman-Town Manager, Assistant Town Manager-Kelly Clark

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

Finalize Warrant

Member Reed made a motion to remove Town Meeting Article: Charter Amendment to Appendix B-Part 3 from the 2022 Annual Town Meeting Warrant.

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.

Vote to Electronically Sign Warrant

Chair Weinstein asked that the page they were signing be amended to remove the word *Sirs* with the wording *Select Board*.

Member Areson had questions about some of the Articles along with punctuation and word choice suggestions. Town Manager Tangeman stated that as long as the changes did not substantively change the Articles, they could amend. She went over her revisions.

Member Reed made a motion to approve and electronically sign the 2022 Annual Town Meeting Warrant posting and to post the Warrant in accordance with the Town Charter.

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.

Member Reed made a motion to adjourn at 5:20pm.

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 04.05.2022

1. Article: Charter Amendment to Appendix B – Part 3
2. Draft 2022 Annual Town Meeting Warrant
3. Posting of the Town Meeting Warrant