



Truro Select Board

Tuesday, August 23, 2022

Executive Session-4:00pm

Work Session-5:00pm

Regular Meeting-6:30pm

REMOTE MEETING via GoToMeeting

TOWN OF TRURO
4:03 pm

AUG 19 2022

RECEIVED
TOWN CLERK

NS

EXECUTIVE SESSION (4:00pm)

<https://meet.goto.com/941055517>

1-877-309-2073, Access Code: 941-055-517

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

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

- 1. in accordance with the provisions of Massachusetts General Law, Chapter 30A, §21 (a) 7 to comply with, or act under the authority of, any general or special law (Massachusetts General Law, Chapter 30A, §22 (f)(g)) to review and approve and determine whether continued nondisclosure of the following executive session meeting minutes is warranted: November 12, 2019, November 19, 2019, April 14, 2020, July 7, 2020, February 4, 2021, April 13, 2021, and September 14, 2021; and not to reconvene in open session.*

WORK SESSION (5:00pm)

<https://meet.goto.com/994463869>

1-877-309-2073, Access Code: 994-463-869

This will be a remote meeting. Citizens can view or listen to the meeting by calling in toll free at 1-877-309-2073 and enter the following access code when prompted: 994-463-869 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/994463869>. Work Sessions are not livestreamed on Channel 18/Truro TV.

Per Select Board Policy 56: Board of Selectmen Work Sessions, the meeting is open to the public, however comments from the public will not be taken and votes will not be taken. To view Policy 56, please visit: https://www.truro-ma.gov/sites/g/files/vyhlf3936/f/uploads/policy_56_board_of_selectmen_work_sessions_policy_2015.pdf

1. Discussion of Town-Owned Property and Recommended Uses

REGULAR MEETING (6:30pm)

<https://meet.goto.com/994463869>

1-877-309-2073, Access Code: 994-463-869

This will be a remote meeting. Citizens can view the meeting on Channel 18 in Truro and on the web on the "Truro TV Channel 18" button under "Helpful Links" on the homepage of the Town of Truro website. Click on the green "Watch" button in the upper right of the page. **To provide comment during the meeting please call in toll free at 1-877-309-2073 and enter the following access code when prompted: 994-463-869 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/994463869>** 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.

TOWN OF TRURO
4:03 pm

AUG 19 2022

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TOWN CLERK

NS

1. PUBLIC COMMENT
2. PUBLIC HEARINGS – NONE
3. INTRODUCTION TO NEW EMPLOYEES – NONE
4. BOARD/COMMITTEE/COMMISSION APPOINTMENTS
 - A. Interview and Possible Appointment of Applicant to the Climate Action Committee:
Lili Flanders
5. STAFF/COMMITTEE UPDATES – NONE
6. TABLED ITEMS – NONE
7. **SELECT BOARD ACTION**
 - A. Vote to Designate Use of Town-owned Property (25 South Highland Road) and Vote to Initiate Conceptual Planning of Town-owned Property (0 Quail Ridge Road) for Work Force Housing
Presenter: Darrin Tangeman, Town Manager
 - B. Request for Affordable Housing Trust Funds for Cloverleaf Project
Presenter: Ted Malone, Community Housing Resources; Kevin Grunwald, Housing Authority Chair
 - C. Review and Possible Approval of Civility Pledge
Presenter: Sue Areson, Select Board
8. **CONSENT AGENDA**
 - A. Review/Approve and Authorize signature :
 1. Consent Letter: Crown Castle for Cell Tower Work at 344 Route 6
 2. Application for Sunday Entertainment-Vinegrass Festival- October 2, 2022
 3. Application for Sunday Entertainment-Truro Vineyards-September 18, 2022
 4. Application for Entertainment License-Captain's Choice-September 17, 2022
 5. Application for One Day Pouring License-Truro Historical Society-September 16, 2022
 6. Application for One Day Pouring License-Truro Historical Society-September 23, 2022
 7. Green Community Grant Award Contract
 8. Truro Water Service Expansion for 146 Shore Road
 9. Notice of Award and Contract for Housing Rehabilitation Services for Community Development Block Grant: The Resource, Inc.
 - B. Review and Approve Appointment Renewals:
 1. OPEB Trust: Susan Areson, Robert Panessiti
 - C. Review and Approve 2022 Seasonal Business License: None
 - D. Review and Approve Select Board Minutes: Select Board Regular Meeting Minutes of June 14, 2022;
Select Board Regular Meeting Minutes of August 9, 2022
9. Select Board Reports/Comments
10. Town Manager Report
11. Next Meeting Agenda: Regular Meeting- September 13, 2022



TOWN OF TRURO

Work Session

REQUESTED MEETING DATE: August 23, 2022

ITEM: Discussion of Town-Owned Property and Recommended Uses – Phase 1

EXPLANATION: The Select Board's FY2023 Goals & Objectives includes the following:

3. The Select Board will review all Town owned land to assess possibilities for municipal use, housing, economic development open space, and/or possible disposition to be completed by October 1, 2022.

Town Manager Tangeman and Principal Assessor Nahas, supported by other key Town of Truro staff, reviewed Town-owned properties and identified recommendations for potential uses of some of the parcels and presented to the Select Board on July 26, 2022.

Tonight's work session will be an opportunity for staff to highlight select parcels for discussion by the Board. This will be the first of multiple phases of discussion of various Town-owned parcels. Tonight's work session will focus on 340 Route 6, 0 Quail Ridge Road and 25 South Highland Road. Principal Assessor Nahas and Town Manager Tangeman will present on these parcels to inform the Board's discussion. At the regular meeting, an action item related to these discussions will be presented to the Board for consideration.

WORK SESSION REMINDER: *Votes are not taken during work sessions. This is an opportunity for the Board to discuss.*

ATTACHMENTS:

1. Slide presentation

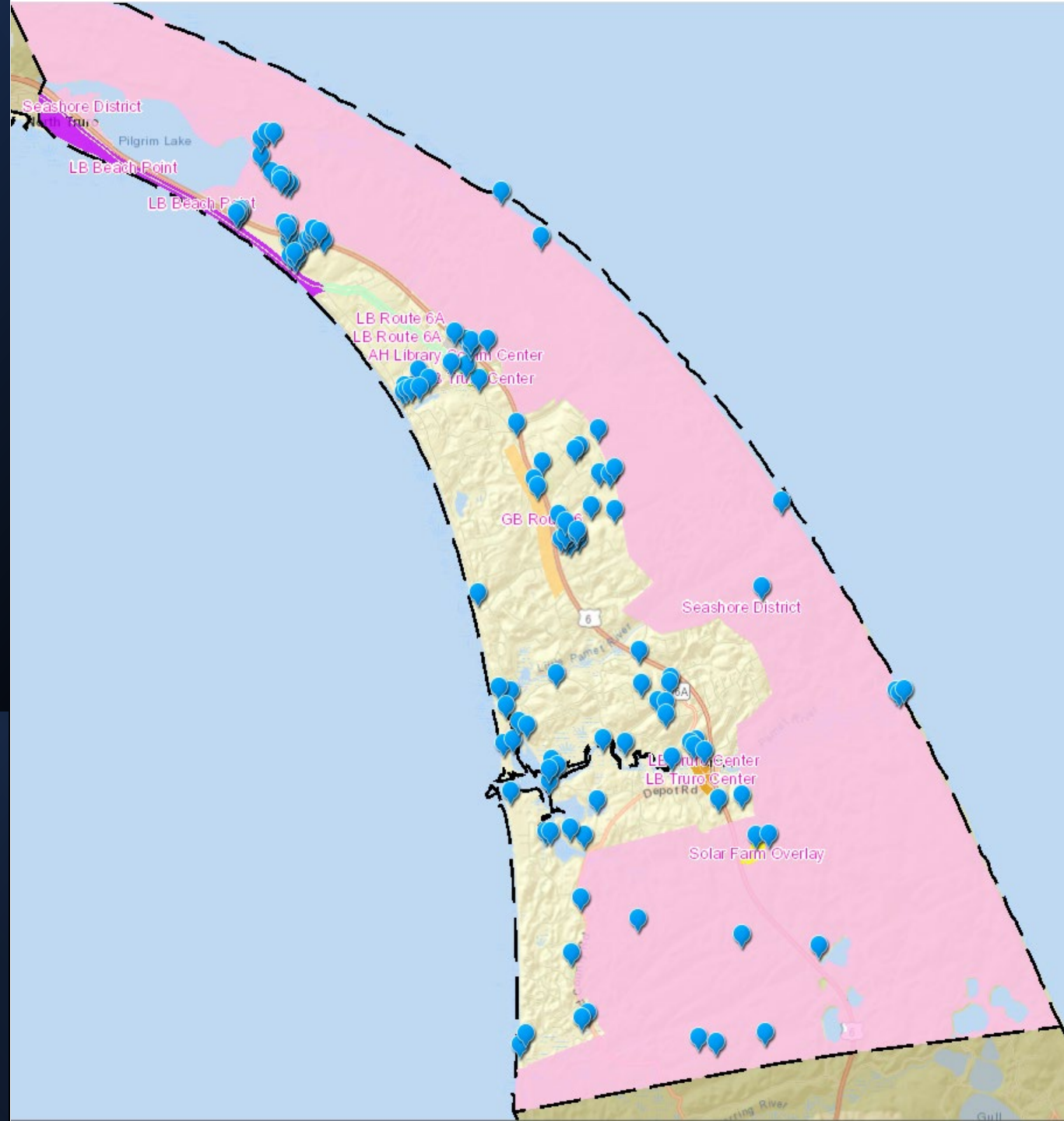
August 23, 2022



Town Owned Property & Request for Direction/Action to establish Workforce Housing

GOAL

To discuss and receive direction for action on beginning the process of establishing workforce housing on existing town owned properties that require little or no zoning relief.



Workforce Housing

What is Workforce Housing?

- According to the Urban Land Institute (ULI), Workforce Housing is defined as housing affordable to households earning between 60 and 120 percent of area median income (AMI). Workforce housing targets middle-income workers which includes professions such as police officers, firefighters, teachers, health care workers, retail clerks, and the like (Parlow, 2015).
- Households who need workforce housing may not always qualify for housing subsidized by the Low-Income Housing Tax Credit (LIHTC) program or the Housing Choice Vouchers program (formerly known as Section 8), which are two major programs in place for addressing affordable housing needs.

Why Town Workforce Housing?

- Allows Truro to be more competitive in hiring
- Temporary in case housing not available especially over summer season
- Provides a transitional opportunity to come to the Town immediately while conducting a local housing search which often takes between 4-6 months.
- The Town needs to control its own housing (either directly or through a non-profit) because the Town can not compel other affordable housing opportunities to provide housing to the Town in a timely manner.
- Seasonal Employees (May – October)

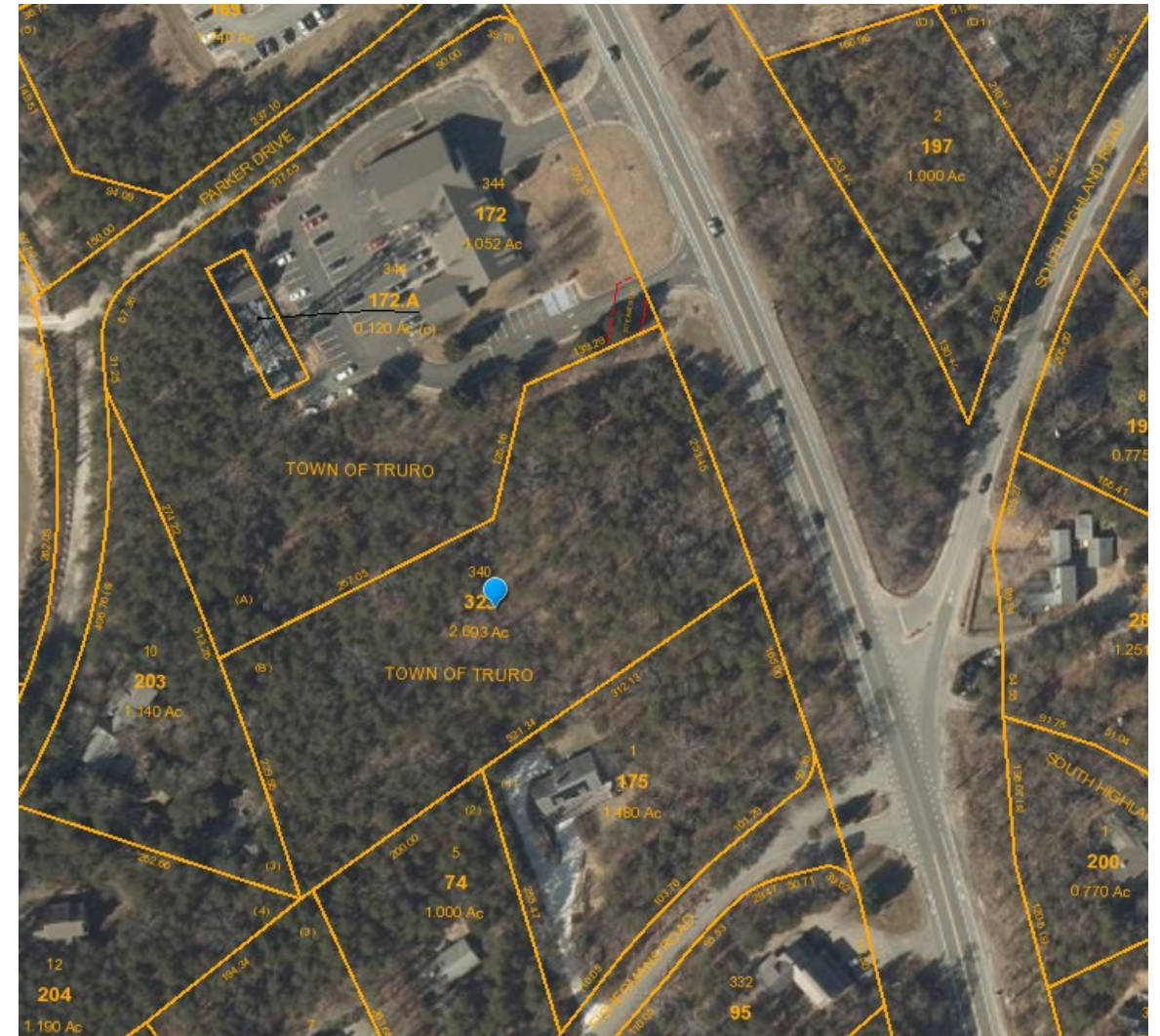
Timeline

- Immediately
- Spring 2023 for Summer Season

Town Owned Parcels not requiring Zoning Relief for Potential Use

340 Route 6 (39-323) (Abuts Public Safety)

- Lot Acreage: 2.693
- Approx. Frontage: 253'
- Meets zoning bylaw lot area and frontage requirements for single family use
- Commercial Zoned (GB Rte 6 – Single family use permitted)
- Property has recently been explored as potential DPW site.



Town Owned Parcels not requiring Zoning Relief for Potential Use

25 So Highland (40-169) (Abuts Town Owned Land)

- Lot Acreage: 0.775
- Approx. Frontage: 177' & 197'
- Zoning: Residential
- Meets zoning bylaw lot area and frontage requirements for single family use
- In Residential District
- Property abuts Former Burn Dump

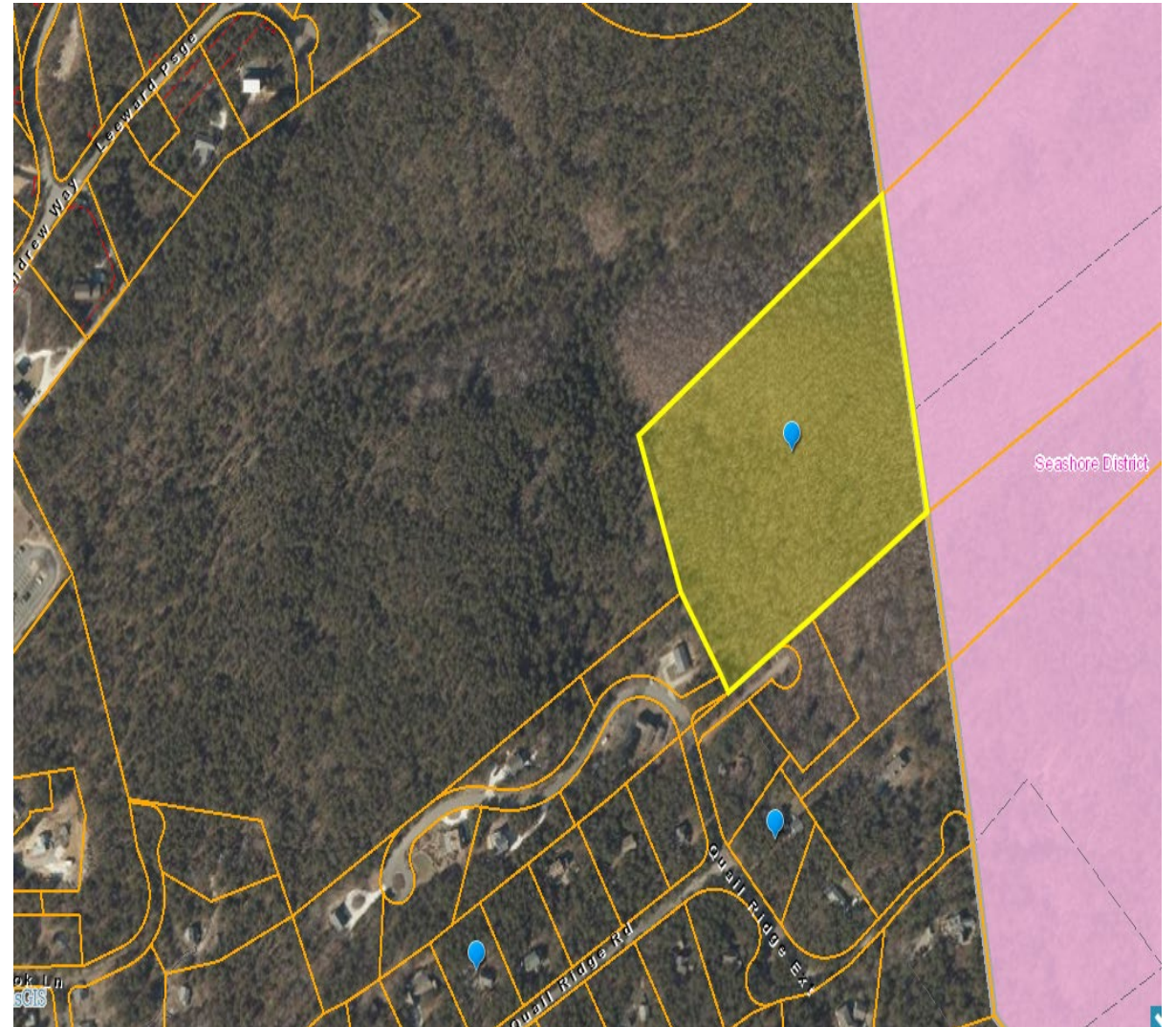


Town Owned Parcels not requiring Zoning Relief for Potential Use

0 Quail Ridge Rd (43-003)

(Abuts Walsh Property)

- Meets zoning bylaw lot area and frontage requirements for single family use
- Abuts Walsh Property & National Seashore
- Requires Plan Adjustment for access.
- Significant potential to accommodate many units



Available Cottages/Homes

- Cottage 10 @ Walsh Property
- Cottage 13 @ Walsh Property
- Potential Donation of Home to Town



Focused Parcel

25 So Highland (40-169)
(Abuts Town Owned Land)

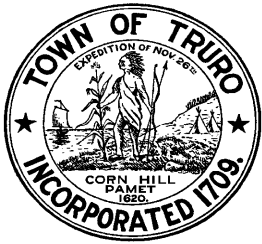
- Lot supports a main dwelling and an ADU
- Zoning regulations allow a single family residence with ADU
 - Walsh Cottage
 - Donated home - ADU



Next Steps

- Request the Select Board give staff direction (Agenda item 7A):
 - Explore Conceptual Planning of Town owned workforce housing on Town owned Land at 25 So Highland Rd & perform a cost analysis of the project including:
 - Relocation costs of Potential Properties to New location
 - Renovation of viable Walsh Cottages and/or potentially Donated homes
 - Health & Septic System planning of potential structures on Town owned land
 - Direct Town Staff to work with the Walsh Planning committee to collaboratively plan shared infrastructure with 0 Quail Ridge Road as part of their Comprehensive plan and make this property available for Town workforce housing.

THANK YOU!



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: August 23, 2022

ITEM: Interview and Possible Appointment of Lili Flanders to the Climate Action Committee

EXPLANATION: Lili Flanders has submitted an application to serve on the Climate Action Committee. Chair Harris has recommended this applicant.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The Climate Action Committee recently lost a member. They currently have two full-members and one alternate member, leaving three vacant full-membership seats. This addition will bolster the roster.

SUGGESTED ACTION: *Motion to Appoint Lili Flanders to the Climate Action Committee to a 3-year full-membership term that will end on June 30, 2025.*

ATTACHMENTS:

1. Application to Serve, along with Chair's comments

Truro

Application to Serve on a Board or Committee

Last Name

Flanders

First Name

Lili

Middle Initial

M

Email Address

[REDACTED]

Phone Number

[REDACTED]

Address (Street)

2 Dyer Rd.

Address (City)

Truro

Address (State)

MA

Address (Zip Code)

02666

Mailing Address (Please indicate box number and zip code)

PO Box 140

RCVD 2022 JUN 22 AM 11:35
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?

Climate Action Committee

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

I think the climate crisis is our most pressing global issue, and the fragile landscape of the Outer Cape is the place I love most. I want to protect what we can and prepare for inevitable environmental challenges by being involved in creating policies that are based in climate justice.

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.

I've worked as a middle school English teacher, coordinating curriculum across disciplines. I volunteered for years at 826LA, an after school tutoring nonprofit, where I created and taught creative writing programs. I'm a member of White People for Black Lives and Third Act, where I've participated in racial and climate justice organizing.

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

I've had no professional experience or formal education in climate studies, but I've been involved with the climate justice movement as a supporter and volunteer for several years. I'm an actor and writer by training (BFA, Juilliard) and education (MFA, Warren Wilson) and have used those skills to engage students in creative learning. I hope my energy and writing/editing skills can be of value to the Climate Action Committee.

Signature

Lili Michele Flanders

Date

Jun 17, 2022

Noelle Scoullar

From: carol_harris [REDACTED]
Sent: Wednesday, July 6, 2022 5:10 PM
To: Noelle Scoullar
Cc: Nicole Tudor
Subject: RE: Application to Serve-Lili Flanders

Hi, Noelle,

I apologize for my slow response.

I support Lili's application to the Climate Action Committee. I've met with her along with several members of the committee and she's attended several meetings: the committee agrees that she'd be a strong addition to the team. Lili has outreach, teaching, and writing skills that will compliment and enhance our work.

I look forward to having Lili join the CAC

Carol Harris, Chair
Truro Climate Action Committee

From: Noelle Scoullar <nscoullar@truro-ma.gov>
Sent: Wednesday, June 22, 2022 11:46 AM
To: Carol Harris <carol_harris [REDACTED]>
Cc: Nicole Tudor <ntudor@truro-ma.gov>
Subject: Application to Serve-Lili Flanders

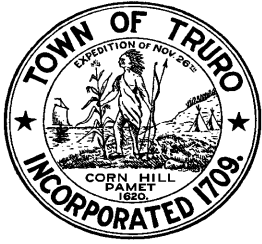
Good Morning Carol!

Lili Flanders has submitted an application to serve on the Climate Action Committee.
Please send me your comments/approval asap. We'd love to include her for an interview on the 28th!

Thank you,
Noelle

From: scans@smtp.truro-ma.gov <scans@smtp.truro-ma.gov>
Sent: Wednesday, June 22, 2022 11:23 AM
To: Noelle Scoullar <nscoullar@truro-ma.gov>
Subject: Message from Mail Room KM_C458

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



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Darrin Tangeman, Town Manager

REQUESTED MEETING DATE: August 23, 2022

ITEM: Vote to Designate Use of Town-owned Property (25 South Highland Road) and Vote to Initiate Master Planning of Town-owned Property (0 Quail Ridge Road)

EXPLANATION: The Select Board's FY2023 Goals & Objectives includes the following:

3. The Select Board will review all Town owned land to assess possibilities for municipal use, housing, economic development open space, and/or possible disposition to be completed by October 1, 2022.

Town Manager Tangeman and Principal Assessor Nahas, supported by other key Town of Truro staff, reviewed Town-owned properties and identified recommendations for potential uses of some of the parcels and presented to the Select Board on July 26, 2022 and at the Work Session on August 23, 2022. Staff requests direction from the Select Board, the custodian of Town-owned property in accordance with Town Charter 4-2-6, on the use of two specific Town-owned parcels: 0 Quail Ridge Road and 25 South Highland Road. Staff recommends that planning and analysis for work force housing commence for the 0 Quail Ridge Road parcel so that it can be planned in tandem with the Walsh Property master planning that is underway. The Select Board would have final approval of the conceptual workforce housing plan for 0 Quail Ridge Road.

Staff also recommends that the 25 South Highland Road parcel be designated by the Board to be used for the location of Town-owned housing structures that will be used for transitional and seasonal housing for Town of Truro employees.

The Select Board's designation tonight would be the first step in this project. The next steps would be to get the necessary local approvals to locate the buildings and to request funding from the Truro Affordable Housing Trust to assist with the moving and rehabilitation of the

houses and related infrastructure and utilities.

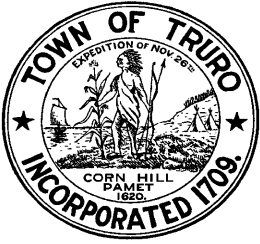
FINANCIAL SOURCE (IF APPLICABLE): N/A for tonight's request. A future funding request may be made to the Truro Affordable Housing Trust.

IMPACT IF NOT APPROVED: The Town will not be able to begin master planning on 0 Quail Ridge Road in a cohesive and collaborative way with the planning of the Walsh Property, the Walsh cottages will not have available lands that they can be moved to and will be required to be demolished, 25 South Highland Road will remain vacant and underutilized and the Town will have no transitional or seasonal housing for employees.

SUGGESTED ACTION: *Motion to designate 25 South Highland Road for the permanent placement of Town-owned housing structures for the purposes of Town of Truro employee transitional and seasonal housing; and to authorize the Town Manager to enlist master planning services and begin a master planning process for 0 Quail Ridge Road.*

ATTACHMENTS:

1. Slide presentation from Work Session



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Ted Malone, Community Housing Resource, Inc. and Kevin Grunwald, Truro Housing Authority Chair

REQUESTED MEETING DATE: August 23, 2022

ITEM: Request for Affordable Housing Trust Funds for Cloverleaf Project

EXPLANATION: Funding requests for the Cloverleaf Community Housing project are being prepared and to secure the maximum funding and ensure that the project has the funding needed to be completed, local funds are requested from the Truro Affordable Housing Trust. Ted Malone, Founder and President of Community Housing Resource, Inc., the development company selected to develop community housing on the Cloverleaf parcel on Highland Road, will present to the Board this evening on the project costs, funding sources, and timeline for the project. He will then present his request to the Board, as the Trustees of the Affordable Housing Trust Fund, for this project.

This project will provide a mix of affordable rental opportunities for individuals and families of various percentages of the Area Median Income level and will positively impact the affordable housing crisis in Truro. The request of Affordable Housing Trust Fund monies was presented to the Truro Housing Authority on August 18, 2022. Housing Authority Chair Kevin Grunwald will report on the Housing Authority's endorsement of the request.

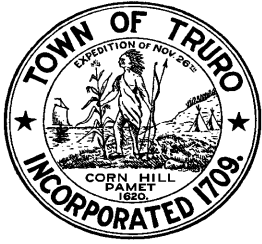
FINANCIAL SOURCE (IF APPLICABLE): Affordable Housing Trust Fund

IMPACT IF NOT APPROVED: The project will not have the funding needed to move forward, nor will there be local funds referenced in the funding requests, making them not competitive.

SUGGESTED ACTION: *Motion to commit \$800,000 of Affordable Housing Trust Funds to the Cloverleaf Community Housing Project, as requested by Community Housing Resource, Inc. and to authorize the Town Manager to pay reimbursements or invoices for the project up to \$800,000.*

ATTACHMENTS:

1. Slide Presentation from Community Housing Resource, Inc. **-To be posted in advance of the meeting.**



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Sue Areson, Select Board

REQUESTED MEETING DATE: August 23, 2022

ITEM: Review and Possible Approval of Civility Pledge

EXPLANATION: The Select Board's FY2023 Goals & Objectives includes the following:

19. The Select Board will develop and implement a "Civility Pledge" that will be read at the beginning of all meetings of the Select Board and all Select Board- appointed boards, committees and commissions, and will request that elected boards do the same.

Select Board Member Areson serves as the Ambassador of this objective and has drafted a Civility Pledge that the Board would require appointed boards, committees and commissions to read at the beginning of their meetings. The Board would also request that other elected boards in Truro adopt the Pledge as well.

The Board may wish to discuss and offer amendments to the Pledge and/or adopt it at this evening's meeting. The Board may also wish to discuss other practices that may assist in encouraging civility that would further the purposes of the this objective.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: N/A

SUGGESTED ACTION: *Motion to adopt the Civility Pledge and require that Town of Truro Select Board-appointed Boards, Committees and Commissions adopt the Pledge and read it at the start of all of their meetings and hearings effective immediately; and to submit the Civility Pledge to all other boards and committees of the Town, including other elected bodies, and respectfully request that they also adopt the Pledge and read it at the start of all of their meetings and hearings upon a vote to do so by the elected body at a properly posted meeting.*

ATTACHMENTS:

1. Civility Pledge

Agenda Item: 7C1

The Truro [Select Board] believes that tolerance and civility are essential to achieving municipal success. We recognize our role in modeling open and vigorous debate while maintaining civility, honesty and mutual respect. We want all citizens to express their views—without attacks or hostility. We encourage all participants to listen and seek to understand the views of others, even those with differing opinions. Anyone is free to challenge disrespectful behavior, but must do so courteously.

Some language used in this pledge is from civilityfirst.org; Municipal Association of South Carolina; Community Associations Institute

DRAFT



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: August 23, 2022

ITEM: Consent Letter from Crown Castle for Cell Tower Work at 344 Route 6

EXPLANATION: Sprint PCS intends to modify equipment located at the wireless communication facility at 344 Route 6. They have submitted a consent for modifications letter which must be signed by the Chair.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Sprint PCS will not be able to modify equipment at the wireless tower which could affect service for Sprint customers.

SUGGESTED ACTION: *Motion to Approve the Consent for Modifications and Authorize the Chair to electronically sign.*

ATTACHMENTS:

- 1. Consent for modifications letter
- 2. Anchor site configuration



1001 Corporate Drive
Canonsburg, PA 15317

Phone: (724) 416-2145
Email:
Anthony.Racioppi@crowncastle.com
www.crowncastle.com

August 8, 2022

VIA email

TOWN OF TRURO
PO BOX 2012
COLLECTOR OF TAXES
TRURO, MA 02666

Re: BU 841273 / "TRURO" / 344 ROUTE 6, NORTH TRURO, MA 02652 ("Site")
Wireless Communications Facilities Lease Agreement, dated March 7, 2000, as it may have been
amended and assigned ("Lease")
Consent for modifications

Dear TOWN OF TRURO,

In order to better serve the public and minimize the amount of towers in an area where this property is located, Sprint PCS intends to modify its equipment at the wireless communication facility (the "Modification").

Under the Lease, Landlord's consent cannot be unreasonably withheld, conditioned or delayed. Please provide your consent **on or before August 30, 2022** by signing below and returning to Anthony.Racioppi@crowncastle.com so that we may install Sprint PCS's equipment as permitted under the Lease.

Please see the enclosed supplemental materials, as may be required by the Lease. If you have any questions concerning this request, please contact Anthony Racioppi at (724) 416-2145 or Anthony.Racioppi@crowncastle.com

Sincerely,

Agreed and accepted _____

(Date)

(Lessor's signature)

Anthony Racioppi
Real Estate Specialist

(Lessor's name and title)

T-Mobile

T-MOBILE SITE NUMBER: 4HY0568A

T-MOBILE SITE NAME: HY568/CINGULAR TRURO

SITE TYPE: SELF SUPPORT TOWER

TOWER HEIGHT: 170'-0"

BUSINESS UNIT #: 841273

**SITE ADDRESS: 344 ROUTE 6
NORTH TRURO, MA 02652**

COUNTY: BARNSTABLE

JURISDICTION: TOWN OF TRURO

T-MOBILE ANCHOR SITE CONFIGURATION: 67E5D998E Outdoor

T-Mobile

4 SYLVAN WAY
PARSIPPANY, NJ 07054

CROWN CASTLE

3530 TORINGDON WAY, SUITE 300
CHARLOTTE, NC 28277

B+T GRP

1717 S. BOULDER
SUITE 300
TULSA, OK 74119
PH: (918) 587-4630
www.btgrp.com

T-MOBILE SITE
NUMBER: 4HY0568A

BU #: 841273
TRURO

344 ROUTE 6
NORTH TRURO, MA
02652

EXISTING
170'-0" SELF SUPPORT
TOWER

ISSUED FOR:

REV	DATE	DRWN	DESCRIPTION	DES./QA
A	7/22/22	YX	PRELIMINARY REVIEW	CV
0	8/3/22	YX	CONSTRUCTION	LR

SITE INFORMATION

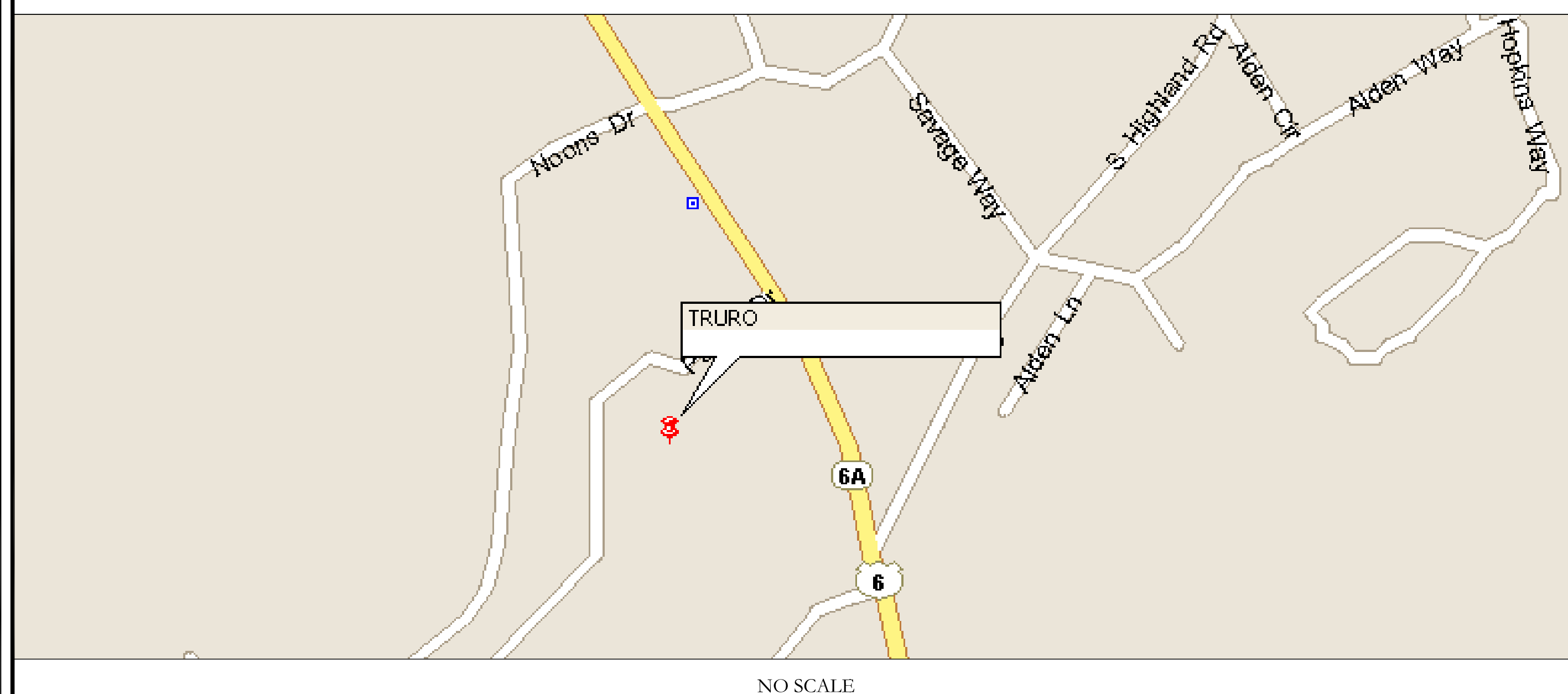
CROWN CASTLE USA INC. TRURO
SITE NAME:
SITE ADDRESS: 344 ROUTE 6
NORTH TRURO, MA 02652
COUNTY: BARNSTABLE
MAP/PARCEL #: 39_172_A
AREA OF CONSTRUCTION: EXISTING
LATITUDE: 42.021878°
LONGITUDE: -70.074877°
LAT/LONG TYPE: NAD83
GROUND ELEVATION: 110'
CURRENT ZONING: GR6
JURISDICTION: TOWN OF TRURO
OCCUPANCY CLASSIFICATION: U
TYPE OF CONSTRUCTION: IIB
A.D.A. COMPLIANCE: FACILITY IS UNMANNED AND NOT FOR HUMAN HABITATION
PROPERTY OWNER: SOUTHWESTERN BELL MOBILE SYSTE ATTN: TOWER PROPERTY TAX TEAM
754 PEACHTREE ST, 16TH FLR
ATLANTA, GA 30308
TOWER OWNER: CROWN CASTLE
2000 CORPORATE DRIVE
CANONSBURG, PA 15317
CARRIER/APPLICANT: T-MOBILE
4 SYLVAN WAY
PARSIPPANY, NJ 07054
ELECTRIC PROVIDER: NSTAR ELECTRIC
1-888-633-3797
TELCO PROVIDER: COMCAST
800-934-6489

DRAWING INDEX

SHEET #	SHEET DESCRIPTION
T-1	TITLE SHEET
T-2	GENERAL NOTES
C-1.1	OVERALL SITE PLAN
C-1.2	SITE PLAN & ENLARGED SITE PLAN
C-2 TO C-2.1	FINAL ELEVATION & ANTENNA PLANS
C-3	ANTENNA & CABLE SCHEDULE
C-4	PLUMBING DIAGRAM
C-5	EQUIPMENT SPECS
E-1	AC PANEL SCHEDULES & ONE LINE DIAGRAM
G-1	ANTENNA GROUNDING DIAGRAM
G-2	GROUNDING DETAILS
G-3	GROUNDING DETAILS
ATTACHED	MOUNT SPECS

ALL DRAWINGS CONTAINED HEREIN ARE FORMATTED FOR FULL SIZE. CONTRACTOR SHALL VERIFY ALL PLANS AND EXISTING DIMENSIONS AND CONDITIONS ON THE JOB SITE AND SHALL IMMEDIATELY NOTIFY THE ENGINEER IN WRITING OF ANY DISCREPANCIES BEFORE PROCEEDING WITH THE WORK OR BE RESPONSIBLE FOR SAME.

LOCATION MAP



NO SCALE

APPLICABLE CODES/REFERENCE DOCUMENTS

ALL WORK SHALL BE PERFORMED AND MATERIALS INSTALLED IN ACCORDANCE WITH THE CURRENT EDITIONS OF THE FOLLOWING CODES AS ADOPTED BY THE LOCAL GOVERNING AUTHORITIES. NOTHING IN THESE PLANS IS TO BE CONSTRUED TO PERMIT WORK NOT CONFORMING TO THESE CODES:

CODE TYPE	CODE
BUILDING	2015 IBC
MECHANICAL	2015 IMC
ELECTRICAL	2020 NEC

REFERENCE DOCUMENTS:

STRUCTURAL ANALYSIS:	B+T GROUP
DATED:	7/8/22
MOUNT ANALYSIS:	INFINIGY
DATED:	7/1/22
RFDS REVISION:	7
DATED:	6/2/22
ORDER ID:	623577
REVISION:	0

APPROVALS

APPROVAL	SIGNATURE	DATE
PROPERTY OWNER OR REP.	_____	_____
LAND USE PLANNER	_____	_____
T-MOBILE	_____	_____
OPERATIONS	_____	_____
RF	_____	_____
NETWORK	_____	_____
BACKHAUL	_____	_____
CONSTRUCTION MANAGER	_____	_____

THE PARTIES ABOVE HEREBY APPROVE AND ACCEPT THESE DOCUMENTS AND AUTHORIZE THE CONTRACTOR TO PROCEED WITH THE CONSTRUCTION DESCRIBED HEREIN. ALL CONSTRUCTION DOCUMENTS ARE SUBJECT TO REVIEW BY THE LOCAL BUILDING DEPARTMENT AND ANY CHANGES AND MODIFICATIONS THEY MAY IMPOSE.

PROJECT TEAM

A&E FIRM: B+T GROUP
1717 S. BOULDER AVE.
TULSA, OK 74119
MARVIN PHILLIPS
MARVIN.PHILLIPS@BTGRP.COM
CROWN CASTLE USA INC. DISTRICT CONTACTS: 3530 TORINGDON WAY, SUITE 300
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MICHAEL RULEY - CONSTRUCTION MANAGER
MICHAEL.RULEY@CROWNCastle.COM

PROJECT DESCRIPTION

THE PURPOSE OF THIS PROJECT IS TO ENHANCE BROADBAND CONNECTIVITY AND CAPACITY TO THE EXISTING ELIGIBLE WIRELESS FACILITY.

- TOWER SCOPE OF WORK:**
- REMOVE ALL EXISTING T-MOBILE EQUIPMENT FROM TOWER POST
 - INTEGRATION OF NEW EQUIPMENT
 - REMOVE (4) ANTENNAS
 - REMOVE (6) RRHs
 - REMOVE (4) SPRINT HYBRID CABLE
 - INSTALL (9) ANTENNAS
 - INSTALL (6) RRHs
 - INSTALL (3) 1-5/8" HYBRID CABLE
 - INSTALL MOUNT AS PER MOUNT REPLACEMENT ANALYSIS DATED 7/1/2022

- GROUND SCOPE OF WORK:**
- SPRINT EQUIPMENT TO BE REMOVED AT A FUTURE DATE BY OTHERS
 - REMOVE (1) RBS 2106 CABINET
 - REMOVE (6) DTRU/TRX RRU
 - REMOVE CABLE TRAY
 - INSTALL (1) 10'-0" ICE BRIDGE
 - INSTALL (1) FIBER SLACK BOX
 - INSTALL (1) 6160 AC VI CABINET
 - INSTALL (1) B160 BATTERY CABINET
 - INSTALL (1) RP 6651 (1) RBS 6601, (1) DUG20, (2) PSU 4813 VR4A (KIT), (1) XMU MULTIPLEXER, (1) CSR IXRE V2 (GEN2)

NOTE:
PRIOR TO ACCESSING/ENTERING THE SITE YOU MUST CONTACT THE CROWN NOC AT (800) 788-7011 & CROWN CONSTRUCTION MANAGER.



CALL MASSACHUSETTS ONE CALL
(888) 344-7233
CALL 3 WORKING DAYS BEFORE YOU DIG!



B&T ENGINEERING, INC.

IT IS A VIOLATION OF LAW FOR ANY PERSON, UNLESS THEY ARE ACTING UNDER THE DIRECTION OF A LICENSED PROFESSIONAL ENGINEER, TO ALTER THIS DOCUMENT.

SHEET NUMBER:

T-1

REVISION:

0

CROWN CASTLE USA INC. SITE ACTIVITY REQUIREMENTS:

- NOTICE TO PROCEED- NO WORK SHALL COMMENCE PRIOR TO CROWN CASTLE USA INC. WRITTEN NOTICE TO PROCEED (NTP) AND THE ISSUANCE OF A PURCHASE ORDER. PRIOR TO ACCESSING/ENTERING THE SITE YOU MUST CONTACT THE CROWN CASTLE USA INC. NOC AT 800-788-7011 & THE CROWN CASTLE USA INC. CONSTRUCTION MANAGER.
- "LOOK UP" - CROWN CASTLE USA INC. SAFETY CLIMB REQUIREMENT: THE INTEGRITY OF THE SAFETY CLIMB AND ALL COMPONENTS OF THE CLIMBING FACILITY SHALL BE CONSIDERED DURING ALL STAGES OF DESIGN, INSTALLATION, AND INSPECTION. TOWER MODIFICATION, MOUNT REINFORCEMENTS, AND/OR EQUIPMENT INSTALLATIONS SHALL NOT COMPROMISE THE INTEGRITY OR FUNCTIONAL USE OF THE SAFETY CLIMB OR ANY COMPONENTS OF THE CLIMBING FACILITY ON THE STRUCTURE. THIS SHALL INCLUDE, BUT NOT BE LIMITED TO: PINCHING OF THE WIRE ROPE, BENDING OF THE WIRE ROPE FROM ITS SUPPORTS, DIRECT CONTACT OR CLOSE PROXIMITY TO THE WIRE ROPE WHICH MAY CAUSE FRICTIONAL WEAR, IMPACT TO THE ANCHORAGE POINTS IN ANY WAY, OR TO IMPEDE/BLOCK ITS INTENDED USE. ANY COMPROMISED SAFETY CLIMB, INCLUDING EXISTING CONDITIONS MUST BE TAGGED OUT AND REPORTED TO YOUR CROWN CASTLE USA INC. POC OR CALL THE NOC TO GENERATE A SAFETY CLIMB MAINTENANCE AND CONTRACTOR NOTICE TICKET.
- PRIOR TO THE START OF CONSTRUCTION, ALL REQUIRED JURISDICTIONAL PERMITS SHALL BE OBTAINED. THIS INCLUDES, BUT IS NOT LIMITED TO, BUILDING, ELECTRICAL, MECHANICAL, FIRE, FLOOD ZONE, ENVIRONMENTAL, AND ZONING. AFTER ONSITE ACTIVITIES AND CONSTRUCTION ARE COMPLETED, ALL REQUIRED PERMITS SHALL BE SATISFIED AND CLOSED OUT ACCORDING TO LOCAL JURISDICTIONAL REQUIREMENTS.
- ALL CONSTRUCTION MEANS AND METHODS; INCLUDING BUT NOT LIMITED TO, ERECTION PLANS, RIGGING PLANS, CLIMBING PLANS, AND RESCUE PLANS SHALL BE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR RESPONSIBLE FOR THE EXECUTION OF THE WORK CONTAINED HEREIN, AND SHALL MEET ANSI/ASSE A10.48 (LATEST EDITION); FEDERAL, STATE, AND LOCAL REGULATIONS; AND ANY APPLICABLE INDUSTRY CONSENSUS STANDARDS RELATED TO THE CONSTRUCTION ACTIVITIES BEING PERFORMED. ALL RIGGING PLANS SHALL ADHERE TO ANSI/ASSE A10.48 (LATEST EDITION) AND CROWN CASTLE USA INC. STANDARD CED-STD-10253, INCLUDING THE REQUIRED INVOLVEMENT OF A QUALIFIED ENGINEER FOR CLASS IV CONSTRUCTION, TO CERTIFY THE SUPPORTING STRUCTURE(S) IN ACCORDANCE WITH ANSI/TIA-322 (LATEST EDITION).
- ALL SITE WORK TO COMPLY WITH QAS-STD-10068 "INSTALLATION STANDARDS FOR CONSTRUCTION ACTIVITIES ON CROWN CASTLE USA INC. TOWER SITE," CED-STD-10294 "STANDARD FOR INSTALLATION OF MOUNTS AND APPURTENANCES," AND LATEST VERSION OF ANSI/TIA-1019-A-2012 "STANDARD FOR INSTALLATION, ALTERATION, AND MAINTENANCE OF ANTENNA SUPPORTING STRUCTURES AND ANTENNAS." IF THE SPECIFIED EQUIPMENT CAN NOT BE INSTALLED AS SHOWN ON THESE DRAWINGS, THE CONTRACTOR SHALL PROPOSE AN ALTERNATIVE INSTALLATION FOR APPROVAL BY CROWN CASTLE USA INC. PRIOR TO PROCEEDING WITH ANY SUCH CHANGE OF INSTALLATION.
- ALL MATERIALS FURNISHED AND INSTALLED SHALL BE IN STRICT ACCORDANCE WITH ALL APPLICABLE CODES, REGULATIONS AND ORDINANCES. CONTRACTOR SHALL ISSUE ALL APPROPRIATE NOTICES AND COMPLY WITH ALL LAWS, ORDINANCES, RULES, REGULATIONS AND LAWFUL ORDERS OF ANY PUBLIC AUTHORITY REGARDING THE PERFORMANCE OF THE WORK. ALL WORK CARRIED OUT SHALL COMPLY WITH ALL APPLICABLE MUNICIPAL AND UTILITY COMPANY SPECIFICATIONS AND LOCAL JURISDICTIONAL CODES, ORDINANCES AND APPLICABLE REGULATIONS.
- THE CONTRACTOR SHALL INSTALL ALL EQUIPMENT AND MATERIALS IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS UNLESS SPECIFICALLY STATED OTHERWISE.
- THE CONTRACTOR SHALL CONTACT UTILITY LOCATING SERVICES PRIOR TO THE START OF CONSTRUCTION.
- ALL EXISTING ACTIVE SEWER, WATER, GAS, ELECTRIC AND OTHER UTILITIES WHERE ENCOUNTERED IN THE WORK, SHALL BE PROTECTED AT ALL TIMES AND WHERE REQUIRED FOR THE PROPER EXECUTION OF THE WORK, SHALL BE RELOCATED AS DIRECTED BY CONTRACTOR. EXTREME CAUTION SHOULD BE USED BY THE CONTRACTOR WHEN EXCAVATING OR DRILLING PIERS AROUND OR NEAR UTILITIES. CONTRACTOR SHALL PROVIDE SAFETY TRAINING FOR THE WORKING CREW. THIS WILL INCLUDE BUT NOT BE LIMITED TO A) FALL PROTECTION B) CONFINED SPACE C) ELECTRICAL SAFETY D) TRENCHING AND EXCAVATION E) CONSTRUCTION SAFETY PROCEDURES.
- ALL SITE WORK SHALL BE AS INDICATED ON THE STAMPED CONSTRUCTION DRAWINGS AND PROJECT SPECIFICATIONS, LATEST APPROVED REVISION.
- CONTRACTOR SHALL KEEP THE SITE FREE FROM ACCUMULATING WASTE MATERIAL, DEBRIS, AND TRASH AT THE COMPLETION OF THE WORK. IF NECESSARY, RUBBISH, STUMPS, DEBRIS, STICKS, STONES AND OTHER REFUSE SHALL BE REMOVED FROM THE SITE AND DISPOSED OF LEGALLY.
- ALL EXISTING INACTIVE SEWER, WATER, GAS, ELECTRIC AND OTHER UTILITIES, WHICH INTERFERE WITH THE EXECUTION OF THE WORK, SHALL BE REMOVED AND/OR CAPPED, PLUGGED OR OTHERWISE DISCONTINUED AT POINTS WHICH WILL NOT INTERFERE WITH THE EXECUTION OF THE WORK, SUBJECT TO THE APPROVAL OF CONTRACTOR, TOWER OWNER, CROWN CASTLE USA INC., AND/OR LOCAL UTILITIES.
- THE CONTRACTOR SHALL PROVIDE SITE SIGNAGE IN ACCORDANCE WITH THE TECHNICAL SPECIFICATION FOR SITE SIGNAGE REQUIRED BY LOCAL JURISDICTION AND SIGNAGE REQUIRED ON INDIVIDUAL PIECES OF EQUIPMENT, ROOMS, AND SHELTERS.
- THE SITE SHALL BE GRADED TO CAUSE SURFACE WATER TO FLOW AWAY FROM THE CARRIER'S EQUIPMENT AND TOWER AREAS.
- THE SUB GRADE SHALL BE COMPACTED AND BROUGHT TO A SMOOTH UNIFORM GRADE PRIOR TO FINISHED SURFACE APPLICATION.
- THE AREAS OF THE OWNERS PROPERTY DISTURBED BY THE WORK AND NOT COVERED BY THE TOWER, EQUIPMENT OR DRIVEWAY, SHALL BE GRADED TO A UNIFORM SLOPE, AND STABILIZED TO PREVENT EROSION AS SPECIFIED ON THE CONSTRUCTION DRAWINGS AND/OR PROJECT SPECIFICATIONS.
- CONTRACTOR SHALL MINIMIZE DISTURBANCE TO EXISTING SITE DURING CONSTRUCTION. EROSION CONTROL MEASURES, IF REQUIRED DURING CONSTRUCTION, SHALL BE IN CONFORMANCE WITH THE LOCAL GUIDELINES FOR EROSION AND SEDIMENT CONTROL.
- THE CONTRACTOR SHALL PROTECT EXISTING IMPROVEMENTS, PAVEMENTS, CURBS, LANDSCAPING AND STRUCTURES. ANY DAMAGED PART SHALL BE REPAIRED AT CONTRACTOR'S EXPENSE TO THE SATISFACTION OF OWNER.
- CONTRACTOR SHALL LEGALLY AND PROPERLY DISPOSE OF ALL SCRAP MATERIALS SUCH AS COAXIAL CABLES AND OTHER ITEMS REMOVED FROM THE EXISTING FACILITY. ANTENNAS REMOVED SHALL BE RETURNED TO THE OWNER'S DESIGNATED LOCATION.
- CONTRACTOR SHALL LEAVE PREMISES IN CLEAN CONDITION. TRASH AND DEBRIS SHOULD BE REMOVED FROM SITE ON A DAILY BASIS.
- NO FILL OR EMBANKMENT MATERIAL SHALL BE PLACED ON FROZEN GROUND. FROZEN MATERIALS, SNOW OR ICE SHALL NOT BE PLACED IN ANY FILL OR EMBANKMENT.

GREENFIELD GROUNDING NOTES:

- ALL GROUND ELECTRODE SYSTEMS (INCLUDING TELECOMMUNICATION, RADIO, LIGHTNING PROTECTION AND AC POWER GES'S) SHALL BE BONDED TOGETHER AT OR BELOW GRADE, BY TWO OR MORE COPPER BONDING CONDUCTORS IN ACCORDANCE WITH THE NEC.
- THE CONTRACTOR SHALL PERFORM IEEE FALL-OFF-POTENTIAL RESISTANCE TO EARTH TESTING (PER IEEE 1100 AND 81) FOR GROUND ELECTRODE SYSTEMS, THE CONTRACTOR SHALL FURNISH AND INSTALL SUPPLEMENTAL GROUND ELECTRODES AS NEEDED TO ACHIEVE A TEST RESULT OF 5 OHMS OR LESS.
- THE CONTRACTOR IS RESPONSIBLE FOR PROPERLY SEQUENCING GROUNDING AND UNDERGROUND CONDUIT INSTALLATION AS TO PREVENT ANY LOSS OF CONTINUITY IN THE GROUNDING SYSTEM OR DAMAGE TO THE CONDUIT AND PROVIDE TESTING RESULTS.
- METAL CONDUIT AND TRAY SHALL BE GROUNDED AND MADE ELECTRICALLY CONTINUOUS WITH LISTED BONDING FITTINGS OR BY BONDING ACROSS THE DISCONTINUITY WITH #6 COPPER WIRE UL APPROVED GROUNDING TYPE CONDUIT CLAMPS.
- METAL RACEWAY SHALL NOT BE USED AS THE NEC REQUIRED EQUIPMENT GROUND CONDUCTOR. STRANDED COPPER CONDUCTORS WITH GREEN INSULATION, SIZED IN ACCORDANCE WITH THE NEC, SHALL BE FURNISHED AND INSTALLED WITH THE POWER CIRCUITS TO BTS EQUIPMENT.
- EACH CABINET FRAME SHALL BE DIRECTLY CONNECTED TO THE MASTER GROUND BAR WITH GREEN INSULATED SUPPLEMENTAL EQUIPMENT GROUND WIRES, #6 STRANDED COPPER OR LARGER FOR INDOOR BTS; #2 BARE SOLID TINNED COPPER FOR OUTDOOR BTS.
- CONNECTIONS TO THE GROUND BUS SHALL NOT BE DOUBLED UP OR STACKED BACK TO BACK CONNECTIONS ON OPPOSITE SIDE OF THE GROUND BUS ARE PERMITTED.
- ALL EXTERIOR GROUND CONDUCTORS BETWEEN EQUIPMENT/GROUND BARS AND THE GROUND RING SHALL BE #2 SOLID TINNED COPPER UNLESS OTHERWISE INDICATED.
- ALUMINUM CONDUCTOR OR COPPER CLAD STEEL CONDUCTOR SHALL NOT BE USED FOR GROUNDING CONNECTIONS.
- USE OF 90° BENDS IN THE PROTECTION GROUNDING CONDUCTORS SHALL BE AVOIDED WHEN 45° BENDS CAN BE ADEQUATELY SUPPORTED.
- EXOTHERMIC WELDS SHALL BE USED FOR ALL GROUNDING CONNECTIONS BELOW GRADE.
- ALL GROUND CONNECTIONS ABOVE GRADE (INTERIOR AND EXTERIOR) SHALL BE FORMED USING HIGH PRESS CRIMPS.
- COMPRESSION GROUND CONNECTIONS MAY BE REPLACED BY EXOTHERMIC WELD CONNECTIONS.
- ICE BRIDGE BONDING CONDUCTORS SHALL BE EXOTHERMICALLY BONDED OR BOLTED TO THE BRIDGE AND THE TOWER GROUND BAR.
- APPROVED ANTIOXIDANT COATINGS (I.E. CONDUCTIVE GEL OR PASTE) SHALL BE USED ON ALL COMPRESSION AND BOLTED GROUND CONNECTIONS.
- ALL EXTERIOR GROUND CONNECTIONS SHALL BE COATED WITH A CORROSION RESISTANT MATERIAL.
- MISCELLANEOUS ELECTRICAL AND NON-ELECTRICAL METAL BOXES, FRAMES AND SUPPORTS SHALL BE BONDED TO THE GROUND RING, IN ACCORDANCE WITH THE NEC.
- BOND ALL METALLIC OBJECTS WITHIN 6 FT. OF MAIN GROUND RING WITH (1) #2 BARE SOLID TINNED COPPER GROUND CONDUCTOR.
- GROUND CONDUCTORS USED FOR THE FACILITY GROUNDING AND LIGHTNING PROTECTION SYSTEMS SHALL NOT BE ROUTED THROUGH METALLIC OBJECTS THAT FORM A RING AROUND THE CONDUCTOR, SUCH AS METALLIC CONDUITS, METAL SUPPORT CLIPS OR SLEEVES THROUGH WALLS OR FLOORS. WHEN IT IS REQUIRED TO BE HOUSED IN CONDUIT TO MEET CODE REQUIREMENTS OR LOCAL CONDITIONS, NON-METALLIC MATERIAL SUCH AS PVC CONDUIT SHALL BE USED. WHERE USE OF METAL CONDUIT IS UNAVOIDABLE (I.E., NONMETALLIC CONDUIT PROHIBITED BY LOCAL CODE) THE GROUND CONDUCTOR SHALL BE BONDED TO EACH END OF THE METAL CONDUIT.
- ALL GROUNDS THAT TRANSITION FROM BELOW GRADE TO ABOVE GRADE MUST BE #2 BARE SOLID TINNED COPPER IN 3/4" NON-METALLIC, FLEXIBLE CONDUIT FROM 24" BELOW GRADE TO WITHIN 3" TO 6" OF CAD-WELD TERMINATION POINT. THE EXPOSED END OF THE CONDUIT MUST BE SEALED WITH SILICONE CAULK. (ADD TRANSITIONING GROUND STANDARD DETAIL AS WELL).
- BUILDINGS WHERE THE MAIN GROUNDING CONDUCTORS ARE REQUIRED TO BE ROUTED TO GRADE, THE CONTRACTOR SHALL ROUTE TWO GROUNDING CONDUCTORS FROM THE ROOFTOP, TOWERS, AND WATER TOWERS GROUNDING RING, TO THE EXISTING GROUNDING SYSTEM, THE GROUNDING CONDUCTORS SHALL NOT BE SMALLER THAN 2/0 COPPER. ROOFTOP GROUNDING RING SHALL BE BONDED TO THE EXISTING GROUNDING SYSTEM, THE BUILDING STEEL COLUMNS, LIGHTNING PROTECTION SYSTEM, AND BUILDING MAIN WATER LINE (FERROUS OR NONFERROUS METAL PIPING ONLY).

GENERAL NOTES:

- FOR THE PURPOSE OF CONSTRUCTION DRAWING, THE FOLLOWING DEFINITIONS SHALL APPLY:
CONTRACTOR: GENERAL CONTRACTOR RESPONSIBLE FOR CONSTRUCTION
CARRIER: T-MOBILE
TOWER OWNER: CROWN CASTLE USA INC.
- THESE DRAWINGS HAVE BEEN PREPARED USING STANDARDS OF PROFESSIONAL CARE AND COMPLETENESS NORMALLY EXERCISED UNDER SIMILAR CIRCUMSTANCES BY REPUTABLE ENGINEERS IN THIS OR SIMILAR LOCALITIES. IT IS ASSUMED THAT THE WORK DEPICTED WILL BE PERFORMED BY AN EXPERIENCED CONTRACTOR AND/OR WORKPEOPLE WHO HAVE A WORKING KNOWLEDGE OF THE APPLICABLE CODE STANDARDS AND REQUIREMENTS AND OF INDUSTRY ACCEPTED STANDARD GOOD PRACTICE. AS NOT EVERY CONDITION OR ELEMENT IS (OR CAN BE) EXPLICITLY SHOWN ON THESE DRAWINGS, THE CONTRACTOR SHALL USE INDUSTRY ACCEPTED STANDARD GOOD PRACTICE FOR MISCELLANEOUS WORK NOT EXPLICITLY SHOWN.
- THESE DRAWINGS REPRESENT THE FINISHED STRUCTURE. THEY DO NOT INDICATE THE MEANS OR METHODS OF CONSTRUCTION. THE CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR THE CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCES, AND PROCEDURES. THE CONTRACTOR SHALL PROVIDE ALL MEASURES NECESSARY FOR PROTECTION OF LIFE AND PROPERTY DURING CONSTRUCTION. SUCH MEASURES SHALL INCLUDE, BUT NOT BE LIMITED TO, BRACING, FORMWORK, SHORING, ETC. SITE VISITS BY THE ENGINEER OR HIS REPRESENTATIVE WILL NOT INCLUDE INSPECTION OF THESE ITEMS AND IS FOR STRUCTURAL OBSERVATION OF THE FINISHED STRUCTURE ONLY.
- NOTES AND DETAILS IN THE CONSTRUCTION DRAWINGS SHALL TAKE PRECEDENCE OVER GENERAL NOTES AND TYPICAL DETAILS. WHERE NO DETAILS ARE SHOWN, CONSTRUCTION SHALL CONFORM TO SIMILAR WORK ON THE PROJECT, AND/OR AS PROVIDED FOR IN THE CONTRACT DOCUMENTS. WHERE DISCREPANCIES OCCUR BETWEEN PLANS, DETAILS, GENERAL NOTES, AND SPECIFICATIONS, THE GREATER, MORE STRICT REQUIREMENTS, SHALL GOVERN. IF FURTHER CLARIFICATION IS REQUIRED CONTACT THE ENGINEER OF RECORD.
- SUBSTANTIAL EFFORT HAS BEEN MADE TO PROVIDE ACCURATE DIMENSIONS AND MEASUREMENTS ON THE DRAWINGS TO ASSIST IN THE FABRICATION AND/OR PLACEMENT OF CONSTRUCTION ELEMENTS BUT IT IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR TO FIELD VERIFY THE DIMENSIONS, MEASUREMENTS, AND/OR CLEARANCES SHOWN IN THE CONSTRUCTION DRAWINGS PRIOR TO FABRICATION OR CUTTING OF ANY NEW OR EXISTING CONSTRUCTION ELEMENTS. IF IT IS DETERMINED THAT THERE ARE DISCREPANCIES AND/OR CONFLICTS WITH THE CONSTRUCTION DRAWINGS THE ENGINEER OF RECORD IS TO BE NOTIFIED AS SOON AS POSSIBLE.
- PRIOR TO THE SUBMISSION OF BIDS, THE BIDDING CONTRACTOR SHALL VISIT THE CELL SITE TO FAMILIARIZE WITH THE EXISTING CONDITIONS AND TO CONFIRM THAT THE WORK CAN BE ACCOMPLISHED AS SHOWN ON THE CONSTRUCTION DRAWINGS, ANY DISCREPANCY FOUND SHALL BE BROUGHT TO THE ATTENTION OF CROWN CASTLE.
- ALL MATERIALS FURNISHED AND INSTALLED SHALL BE IN STRICT ACCORDANCE WITH ALL APPLICABLE CODES, REGULATIONS AND ORDINANCES. CONTRACTOR SHALL ISSUE ALL APPROPRIATE NOTICES AND COMPLY WITH ALL LAWS, ORDINANCES, RULES, REGULATIONS AND LAWFUL ORDERS OF ANY PUBLIC AUTHORITY REGARDING THE PERFORMANCE OF THE WORK. ALL WORK CARRIED OUT SHALL COMPLY WITH ALL APPLICABLE MUNICIPAL AND UTILITY COMPANY SPECIFICATIONS AND LOCAL JURISDICTIONAL CODES, ORDINANCES AND APPLICABLE REGULATIONS.
- UNLESS NOTED OTHERWISE, THE WORK SHALL INCLUDE FURNISHING MATERIALS, EQUIPMENT, APPURTENANCES AND LABOR NECESSARY TO COMPLETE ALL INSTALLATIONS AS INDICATED ON THE DRAWINGS.
- THE CONTRACTOR SHALL INSTALL ALL EQUIPMENT AND MATERIALS IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS UNLESS SPECIFICALLY STATED OTHERWISE.
- IF THE SPECIFIED EQUIPMENT CAN NOT BE INSTALLED AS SHOWN ON THESE DRAWINGS, THE CONTRACTOR SHALL PROPOSE AN ALTERNATIVE INSTALLATION FOR APPROVAL BY THE CARRIER AND CROWN CASTLE PRIOR TO PROCEEDING WITH ANY SUCH CHANGE OF INSTALLATION.
- CONTRACTOR IS TO PERFORM A SITE INVESTIGATION AND IS TO DETERMINE THE BEST ROUTING OF ALL CONDUITS FOR POWER, AND TELCO AND FOR GROUNDING CABLES AS SHOWN IN THE POWER, TELCO, AND GROUNDING PLAN DRAWINGS.
- THE CONTRACTOR SHALL PROTECT EXISTING IMPROVEMENTS, PAVEMENTS, CURBS, LANDSCAPING AND STRUCTURES. ANY DAMAGED PART SHALL BE REPAIRED AT CONTRACTOR'S EXPENSE TO THE SATISFACTION OF CROWN CASTLE USA INC.
- CONTRACTOR SHALL LEGALLY AND PROPERLY DISPOSE OF ALL SCRAP MATERIALS SUCH AS COAXIAL CABLES AND OTHER ITEMS REMOVED FROM THE EXISTING FACILITY. ANTENNAS REMOVED SHALL BE RETURNED TO THE OWNER'S DESIGNATED LOCATION.
- CONTRACTOR SHALL LEAVE PREMISES IN CLEAN CONDITION. TRASH AND DEBRIS SHOULD BE REMOVED FROM SITE ON A DAILY BASIS.

CONCRETE, FOUNDATIONS, AND REINFORCING STEEL:

- ALL CONCRETE WORK SHALL BE IN ACCORDANCE WITH THE ACI 301, ACI 318, ACI 336, ASTM A184, ASTM A185 AND THE DESIGN AND CONSTRUCTION SPECIFICATION FOR CAST-IN-PLACE CONCRETE.
- UNLESS NOTED OTHERWISE, SOIL BEARING PRESSURE USED FOR DESIGN OF SLABS AND FOUNDATIONS IS ASSUMED TO BE 1000 psf.
- ALL CONCRETE SHALL HAVE A MINIMUM COMPRESSIVE STRENGTH (f'c) OF 3000 psi AT 28 DAYS, UNLESS NOTED OTHERWISE. NO MORE THAN 90 MINUTES SHALL ELAPSE FROM BATCH TIME TO TIME OF PLACEMENT UNLESS APPROVED BY THE ENGINEER OF RECORD. TEMPERATURE OF CONCRETE SHALL NOT EXCEED 90°F AT TIME OF PLACEMENT.
- CONCRETE EXPOSED TO FREEZE-THAW CYCLES SHALL CONTAIN AIR ENTRAINING ADMIXTURES. AMOUNT OF AIR ENTRAINMENT TO BE BASED ON SIZE OF AGGREGATE AND F3 CLASS EXPOSURE (VERY SEVERE). CEMENT USED TO BE TYPE II PORTLAND CEMENT WITH A MAXIMUM WATER-TO-CEMENT RATIO (W/C) OF 0.45.
- ALL STEEL REINFORCING SHALL CONFORM TO ASTM A615. ALL WELDED WIRE FABRIC (WWF) SHALL CONFORM TO ASTM A185. ALL SPLICES SHALL BE CLASS "B" TENSION SPLICES, UNLESS NOTED OTHERWISE. ALL HOOKS SHALL BE STANDARD 90 DEGREE HOOKS, UNLESS NOTED OTHERWISE. YIELD STRENGTH (Fy) OF STANDARD DEFORMED BARS ARE AS FOLLOWS:
#4 BARS AND SMALLER.....40 ksi
#5 BARS AND LARGER.....60 ksi
- THE FOLLOWING MINIMUM CONCRETE COVER SHALL BE PROVIDED FOR REINFORCING STEEL UNLESS SHOWN OTHERWISE ON DRAWINGS:
CONCRETE CAST AGAINST AND PERMANENTLY EXPOSED TO EARTH.....3"
CONCRETE EXPOSED TO EARTH OR WEATHER:
#6 BARS AND LARGER.....2"
#5 BARS AND SMALLER.....1-1/2"
CONCRETE NOT EXPOSED TO EARTH OR WEATHER:
SLAB AND WALLS.....3/4"
BEAMS AND COLUMNS.....1-1/2"
- A TOOLED EDGE OR A 3/4" CHAMFER SHALL BE PROVIDED AT ALL EXPOSED EDGES OF CONCRETE, UNLESS NOTED OTHERWISE, IN ACCORDANCE WITH ACI 301 SECTION 4.2.4.

ELECTRICAL INSTALLATION NOTES:

- ALL ELECTRICAL WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE PROJECT SPECIFICATIONS, NEC AND ALL APPLICABLE FEDERAL, STATE, AND LOCAL CODES/ORDINANCES.
- CONDUIT ROUTINGS ARE SCHEMATIC. CONTRACTOR SHALL INSTALL CONDUITS SO THAT ACCESS TO EQUIPMENT IS NOT BLOCKED AND TRIP HAZARDS ARE ELIMINATED.
- WIRING, RACEWAY AND SUPPORT METHODS AND MATERIALS SHALL COMPLY WITH THE REQUIREMENTS OF THE NEC.
- ALL CIRCUITS SHALL BE SEGREGATED AND MAINTAIN MINIMUM CABLE SEPARATION AS REQUIRED BY THE NEC.
4.1. ALL EQUIPMENT SHALL BEAR THE UNDERWRITERS LABORATORIES LABEL OF APPROVAL, AND SHALL CONFORM TO REQUIREMENT OF THE NATIONAL ELECTRICAL CODE.
4.2. ALL OVERCURRENT DEVICES SHALL HAVE AN INTERRUPTING CURRENT RATING THAT SHALL BE GREATER THAN THE SHORT CIRCUIT CURRENT TO WHICH THEY ARE SUBJECTED, 22,000 AIC MINIMUM. VERIFY AVAILABLE SHORT CIRCUIT CURRENT DOES NOT EXCEED THE RATING OF ELECTRICAL EQUIPMENT IN ACCORDANCE WITH ARTICLE 110.24 NEC OR THE MOST CURRENT ADOPTED CODE PRE THE GOVERNING JURISDICTION.
- EACH END OF EVERY POWER PHASE CONDUCTOR, GROUNDING CONDUCTOR, AND TELCO CONDUCTOR OR CABLE SHALL BE LABELED WITH COLOR-CODED INSULATION OR ELECTRICAL TAPE (3M BRAND, 1/2" PLASTIC ELECTRICAL TAPE WITH UV PROTECTION, OR EQUAL). THE IDENTIFICATION METHOD SHALL CONFORM WITH NEC AND OSHA.
- ALL ELECTRICAL COMPONENTS SHALL BE CLEARLY LABELED WITH LAMICOID TAGS SHOWING THEIR RATED VOLTAGE, PHASE CONFIGURATION, WIRE CONFIGURATION, POWER OR AMPACITY RATING AND BRANCH CIRCUIT ID NUMBERS (I.E. PANEL BOARD AND CIRCUIT ID'S).
- PANEL BOARDS (ID NUMBERS) SHALL BE CLEARLY LABELED WITH PLASTIC LABELS.
- ALL TIE WRAPS SHALL BE CUT FLUSH WITH APPROVED CUTTING TOOL TO REMOVE SHARP EDGES.
- ALL POWER AND EQUIPMENT GROUND WIRING IN TUBING OR CONDUIT SHALL BE SINGLE COPPER CONDUCTOR (#14 OR LARGER) WITH TYPE THHW, THWN, THWN-2, XHHW, XHHW-2, THW, THW-2, RHW, OR RHW-2 INSULATION UNLESS OTHERWISE SPECIFIED.
- SUPPLEMENTAL EQUIPMENT GROUND WIRING LOCATED INDOORS SHALL BE SINGLE COPPER CONDUCTOR (#6 OR LARGER) WITH TYPE THHW, THWN, THWN-2, XHHW, XHHW-2, THW, THW-2, RHW, OR RHW-2 INSULATION UNLESS OTHERWISE SPECIFIED.
- POWER AND CONTROL WIRING IN FLEXIBLE CORD SHALL BE MULTI-CONDUCTOR, TYPE SOOW CORD (#14 OR LARGER) UNLESS OTHERWISE SPECIFIED.
- POWER AND CONTROL WIRING FOR USE IN CABLE TRAY SHALL BE MULTI-CONDUCTOR, TYPE TC CABLE (#14 OR LARGER), WITH TYPE THHW, THWN, THWN-2, XHHW, XHHW-2, THW, THW-2, RHW, OR RHW-2 INSULATION UNLESS OTHERWISE SPECIFIED.
- ALL POWER AND GROUNDING CONNECTIONS SHALL BE CRIMP-STYLE, COMPRESSION WIRE LUGS AND WIRE NUTS BY THOMAS AND BETTS (OR EQUAL). LUGS AND WIRE NUTS SHALL BE RATED FOR OPERATION NOT LESS THAN 75° C (90° C IF AVAILABLE).
- RACEWAY AND CABLE TRAY SHALL BE LISTED OR LABELED FOR ELECTRICAL USE IN ACCORDANCE WITH NEMA, UL, ANSI/IEEC AND NEC.
- ELECTRICAL METALLIC TUBING (EMT), INTERMEDIATE METAL CONDUIT (IMC), OR RIGID METAL CONDUIT (RMC) SHALL BE USED FOR EXPOSED INDOOR LOCATIONS.
- ELECTRICAL METALLIC TUBING (EMT) OR METAL-CLAD CABLE (MC) SHALL BE USED FOR CONCEALED INDOOR LOCATIONS.
- SCHEDULE 40 PVC UNDERGROUND ON STRAIGHTS AND SCHEDULE 80 PVC FOR ALL ELBOWS/90s AND ALL APPROVED ABOVE GRADE PVC CONDUIT.
- LIQUID-TIGHT FLEXIBLE METALLIC CONDUIT (LIQUID-TITE FLEX) SHALL BE USED INDOORS AND OUTDOORS, WHERE VIBRATION OCCURS OR FLEXIBILITY IS NEEDED.
- CONDUIT AND TUBING FITTINGS SHALL BE THREADED OR COMPRESSION-TYPE AND APPROVED FOR THE LOCATION USED. SET NEW FITTINGS ARE NOT ACCEPTABLE.
- CABINETS, BOXES AND WIRE WAYS SHALL BE LABELED FOR ELECTRICAL USE IN ACCORDANCE WITH NEMA, UL, ANSI/IEEC AND THE NEC.
- WIREWAYS SHALL BE METAL WITH AN ENAMEL FINISH AND INCLUDE A HINGED COVER, DESIGNED TO SWING OPEN DOWNWARDS (WIREMOLD SPECMATE WIREWAY).
- SLOTTED WIRING DUCT SHALL BE PVC AND INCLUDE COVER (PANDUIT TYPE E OR EQUAL).
- CONDUITS SHALL BE FASTENED SECURELY IN PLACE WITH APPROVED NON-PERFORATED STRAPS AND HANGERS. EXPLOSIVE DEVICES (I.E. POWDER-ACTUATED) FOR ATTACHING HANGERS TO STRUCTURE WILL NOT BE PERMITTED. CLOSELY FOLLOW THE LINES OF THE STRUCTURE, MAINTAIN CLOSE PROXIMITY TO THE STRUCTURE AND KEEP CONDUITS IN TIGHT ENVELOPES. CHANGES IN DIRECTION TO ROUTE AROUND OBSTACLES SHALL BE MADE WITH CONDUIT OUTLET BODIES. CONDUIT SHALL BE INSTALLED IN A NEAT AND WORKMANLIKE MANNER. PARALLEL AND PERPENDICULAR TO STRUCTURE WALL AND CEILING LINES. ALL CONDUIT SHALL BE FISHED TO CLEAR OBSTRUCTIONS. ENDS OF CONDUITS SHALL BE TEMPORARILY CAPPED FLUSH TO FINISH GRADE TO PREVENT CONCRETE, PLASTER OR DIRT FROM ENTERING. CONDUITS SHALL BE RIGIDLY CLAMPED TO BOXES BY GALVANIZED MALLEABLE IRON BUSHING ON INSIDE AND GALVANIZED MALLEABLE IRON LOCKNUT ON OUTSIDE AND INSIDE.
- EQUIPMENT CABINETS, TERMINAL BOXES, JUNCTION BOXES AND PULL BOXES SHALL BE GALVANIZED OR EPOXY-COATED SHEET STEEL. SHALL MEET OR EXCEED UL 50 AND BE RATED NEMA 1 (OR BETTER) FOR INTERIOR LOCATIONS AND NEMA 3R (OR BETTER) FOR EXTERIOR LOCATIONS.
- METAL RECEPTACLE, SWITCH AND DEVICE BOXES SHALL BE GALVANIZED, EPOXY-COATED OR NON-CORRODING; SHALL MEET OR EXCEED UL 514A AND NEMA OS 1 AND BE RATED NEMA 1 (OR BETTER) FOR INTERIOR LOCATIONS AND WEATHER PROTECTED (WP OR BETTER) FOR EXTERIOR LOCATIONS.
- NONMETALLIC RECEPTACLE, SWITCH AND DEVICE BOXES SHALL MEET OR EXCEED NEMA OS 2 (NEWEST REVISION) AND BE RATED NEMA 1 (OR BETTER) FOR INTERIOR LOCATIONS AND WEATHER PROTECTED (WP OR BETTER) FOR EXTERIOR LOCATIONS.
- THE CONTRACTOR SHALL NOTIFY AND OBTAIN NECESSARY AUTHORIZATION FROM THE CARRIER AND/OR CROWN CASTLE USA INC. BEFORE COMMENCING WORK ON THE AC POWER DISTRIBUTION PANELS.
- THE CONTRACTOR SHALL PROVIDE NECESSARY TAGGING ON THE BREAKERS, CABLES AND DISTRIBUTION PANELS IN ACCORDANCE WITH THE APPLICABLE CODES AND STANDARDS TO SAFEGUARD LIFE AND PROPERTY.
- INSTALL LAMICOID LABEL ON THE METER CENTER TO SHOW "T-MOBILE".
- ALL EMPTY/SPARE CONDUITS THAT ARE INSTALLED ARE TO HAVE A METERED MULE TAPE PULL CORD INSTALLED.

CONDUCTOR COLOR CODE		
SYSTEM	CONDUCTOR	COLOR
120/240V, 1Ø	A PHASE	BLACK
	B PHASE	RED
	NEUTRAL	WHITE
	GROUND	GREEN
120/208V, 3Ø	A PHASE	BLACK
	B PHASE	RED
	C PHASE	BLUE
	NEUTRAL	WHITE
277/480V, 3Ø	GROUND	GREEN
	A PHASE	BROWN
	B PHASE	ORANGE OR PURPLE
	C PHASE	YELLOW
	NEUTRAL	GREY
DC VOLTAGE	GROUND	GREEN
	POS (+)	RED**
	NEG (-)	BLACK**

* SEE NEC 210.5(C)(1) AND (2)
** POLARITY MARKED AT TERMINATION

ABBREVIATIONS:

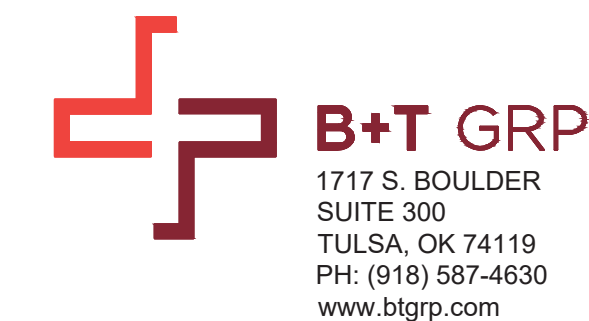
ANT	ANTENNA
(E)	EXISTING
FIF	FACILITY INTERFACE FRAME
GEN	GENERATOR
GPS	GLOBAL POSITIONING SYSTEM
GSM	GLOBAL SYSTEM FOR MOBILE
LTE	LONG TERM EVOLUTION
MGB	MASTER GROUND BAR
MW	MICROWAVE
(N)	NEW
NEC	NATIONAL ELECTRIC CODE
(P)	PROPOSED
PP	POWER PLANT
QTY	QUANTITY
RECT	RECTIFIER
RBS	RADIO BASE STATION
RBT	REMOTE ELECTRIC TILT
RFDS	RADIO FREQUENCY DATA SHEET
RRH	REMOTE RADIO HEAD
RJU	REMOTE RADIO UNIT
SIAD	SMART INTEGRATED DEVICE
TMA	TOWER MOUNTED AMPLIFIER
TYP	TYPICAL
UMTS	UNIVERSAL MOBILE TELECOMMUNICATIONS SYSTEM
W.P.	WORK POINT



4 SYLVAN WAY
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1717 S. BOULDER
SUITE 300
TULSA, OK 74119
PH: (918) 587-4630
www.btgrp.com

T-MOBILE SITE
NUMBER: 4HY0568A

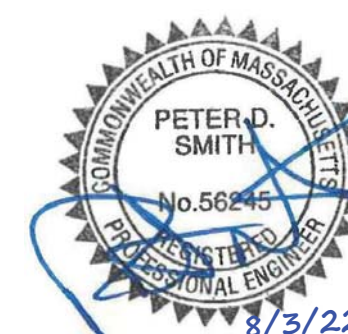
BU #: 841273
TRURO

344 ROUTE 6
NORTH TRURO, MA
02652

EXISTING
170'-0" SELF SUPPORT
TOWER

ISSUED FOR:

REV	DATE	DRWN	DESCRIPTION	DES./QA
A	7/22/22	YX	PRELIMINARY REVIEW	CV
0	8/3/22	YX	CONSTRUCTION	LR



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SHEET NUMBER:

T-2

REVISION:

0

SITE PLAN DISCLAIMER:
 PROPERTY LINES AND STRUCTURES HAVE BEEN DIGITIZED FROM PREVIOUS PLAN SETS. CROWN CASTLE USA INC. HAS NOT COMPLETED A SITE SURVEY AND THEREFORE MAKES NO CLAIMS AS TO THE ACCURACY OF INFORMATION DEPICTED ON THIS SHEET.



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T-MOBILE SITE
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BU #: **841273**
TRURO

344 ROUTE 6
 NORTH TRURO, MA
 02652

EXISTING
 170'-0" SELF SUPPORT
 TOWER

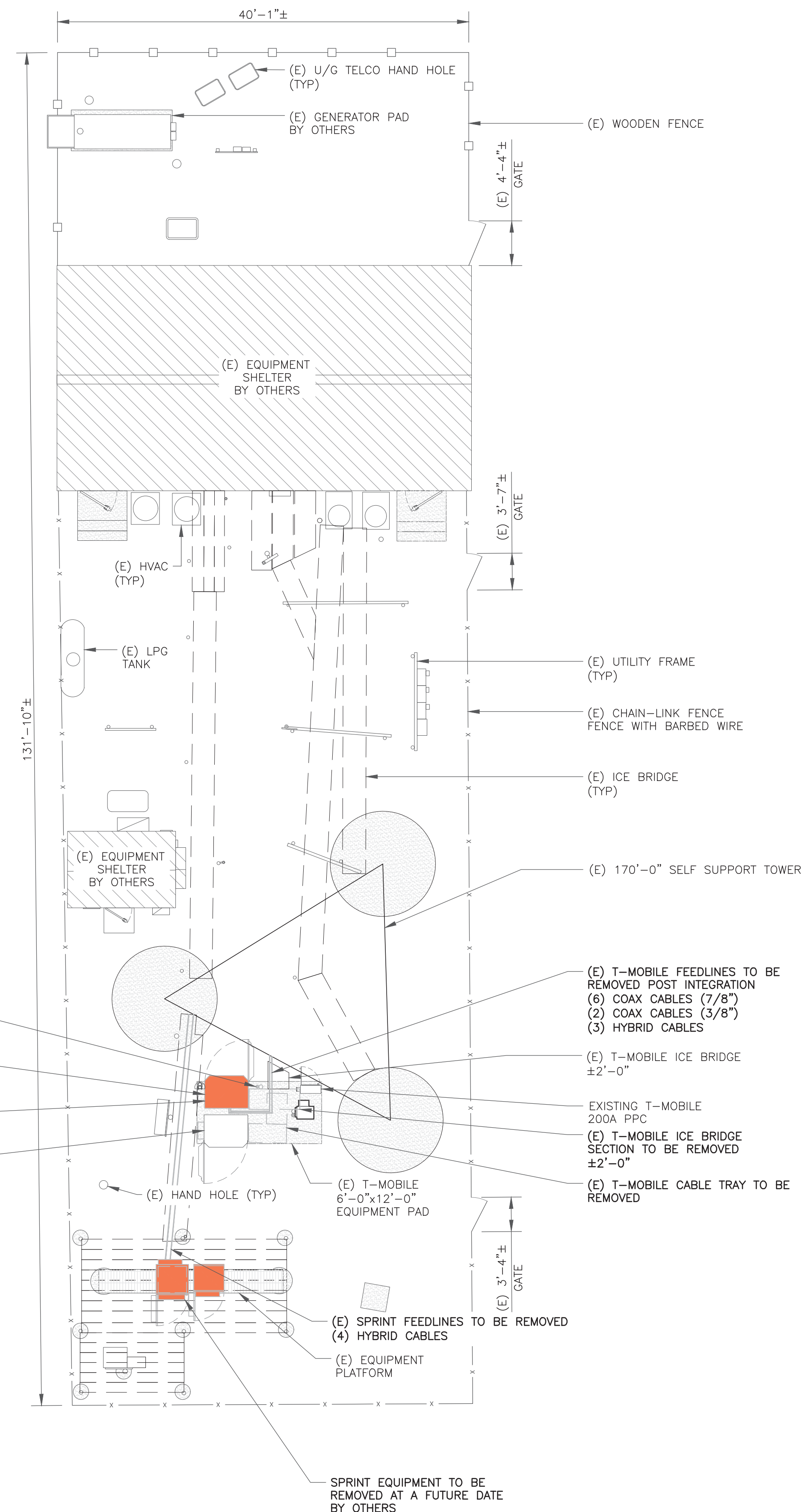
ISSUED FOR:

REV	DATE	DRWN	DESCRIPTION	DES./QA
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0	8/3/22	YX	CONSTRUCTION	LR

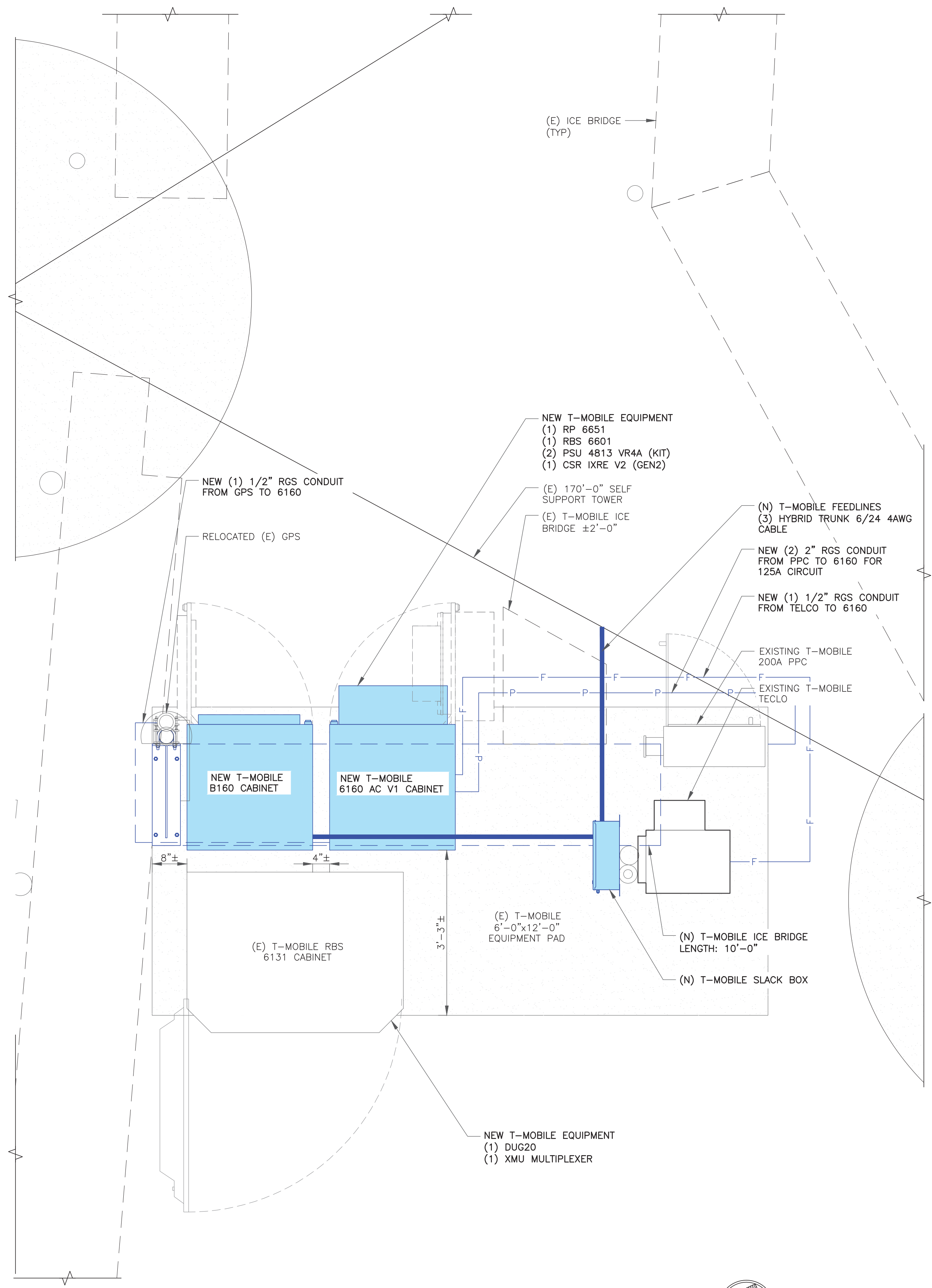
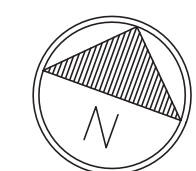
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1 SITE PLAN
SCALE: 1/8"=1'-0" (FULL SIZE)
1/16"=1'-0" (11x17)



2 ENLARGED SITE PLAN
SCALE: 3/4"=1'-0" (FULL SIZE)
3/8"=1'-0" (11x17)



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T-MOBILE SITE
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BU #: **841273**
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EXISTING
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TOWER

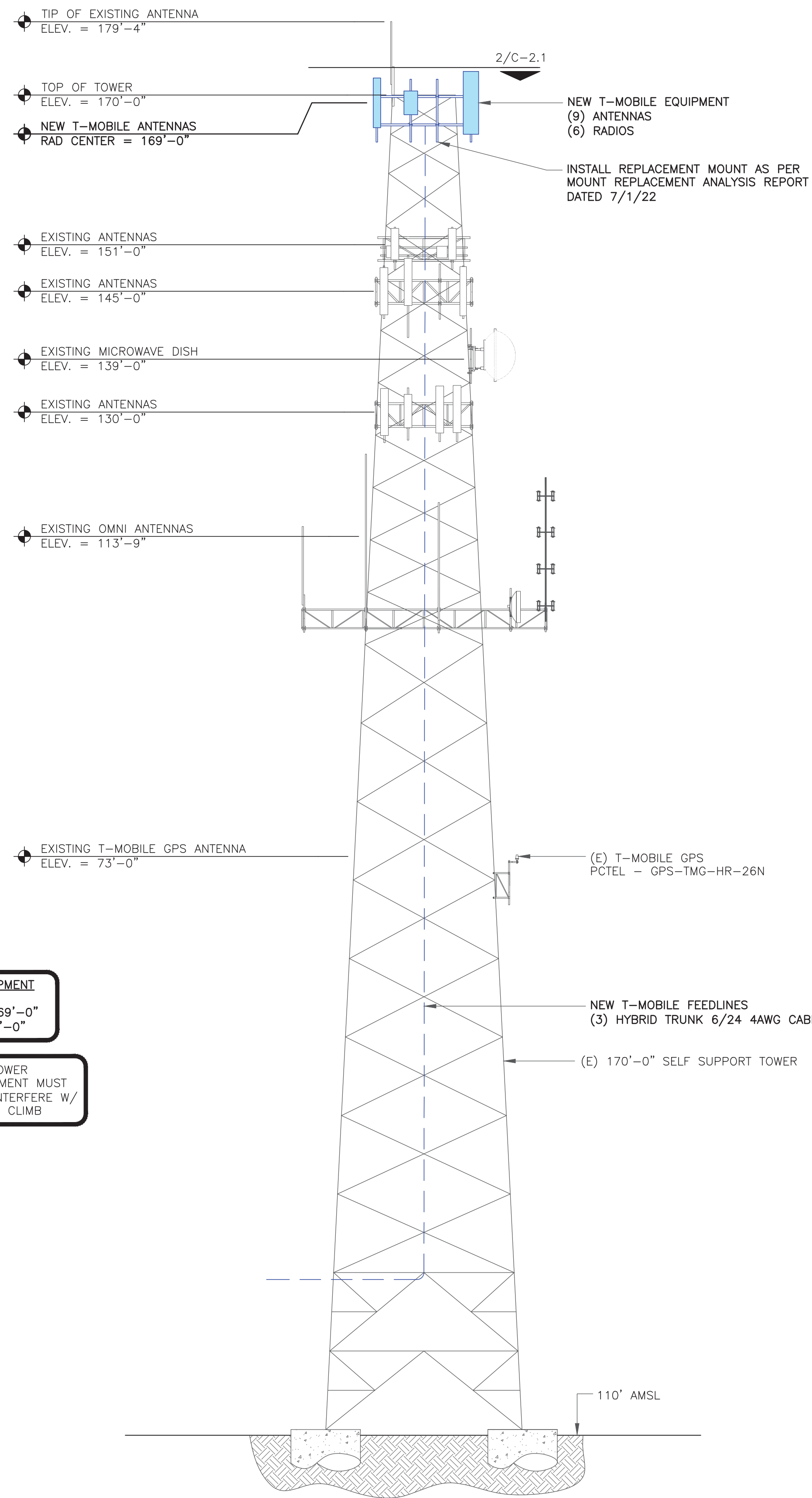
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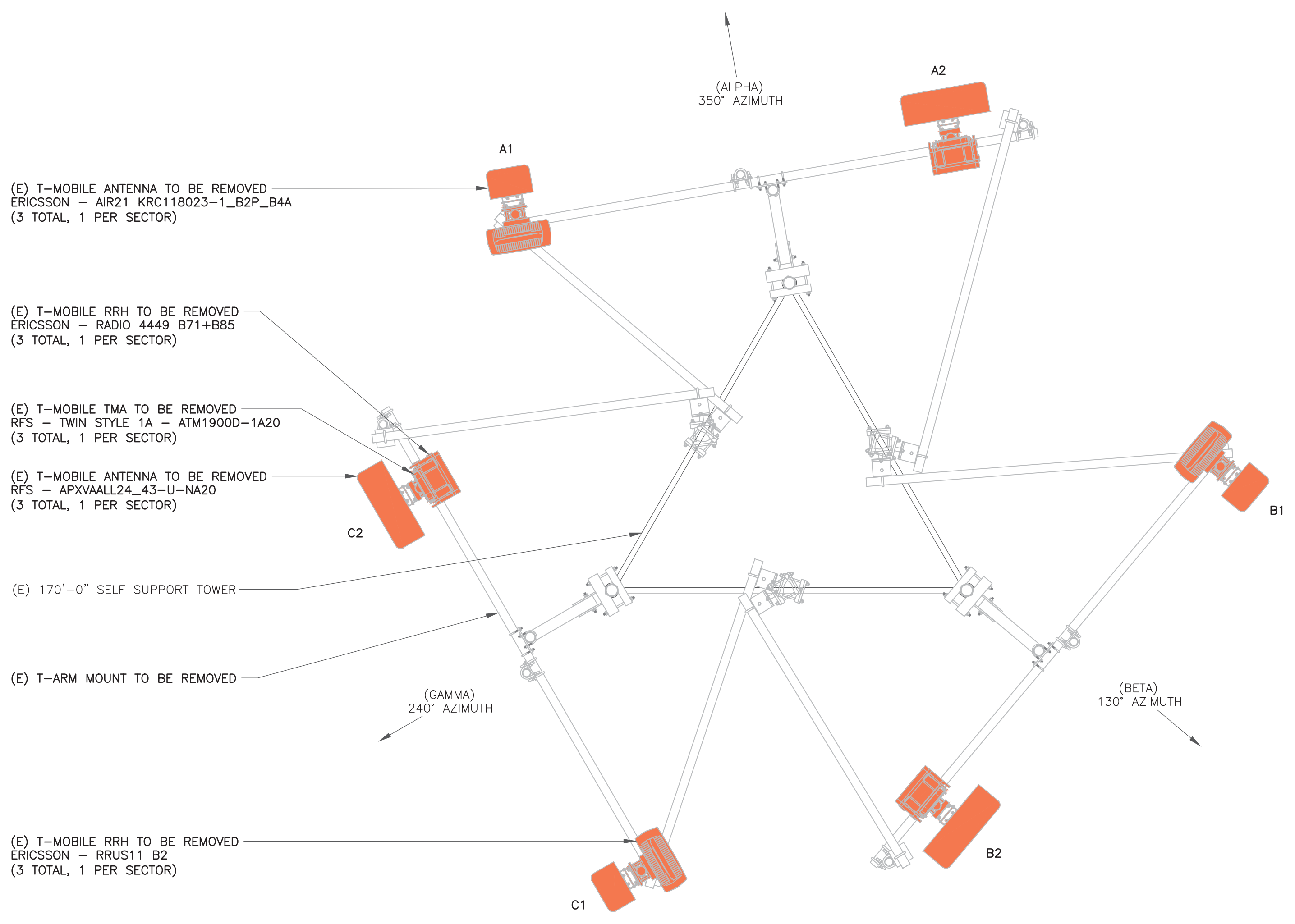
SHEET NUMBER: **C-1.2** REVISION: **0**



T-MOBILE EQUIPMENT
 ANTENNA CL: 169'-0"
 MOUNT CL: 168'-0"

ANY AND ALL TOWER MOUNTED EQUIPMENT MUST NOT TRAP OR INTERFERE W/ EXISTING SAFETY CLIMB

INSTALLER NOTE:
 EXISTING LOADING TO BE REMOVED POST INTEGRATION OF NEW EQUIPMENT.



2 EXISTING ANTENNA LAYOUT AT 97'-0"
 SCALE: NOT TO SCALE

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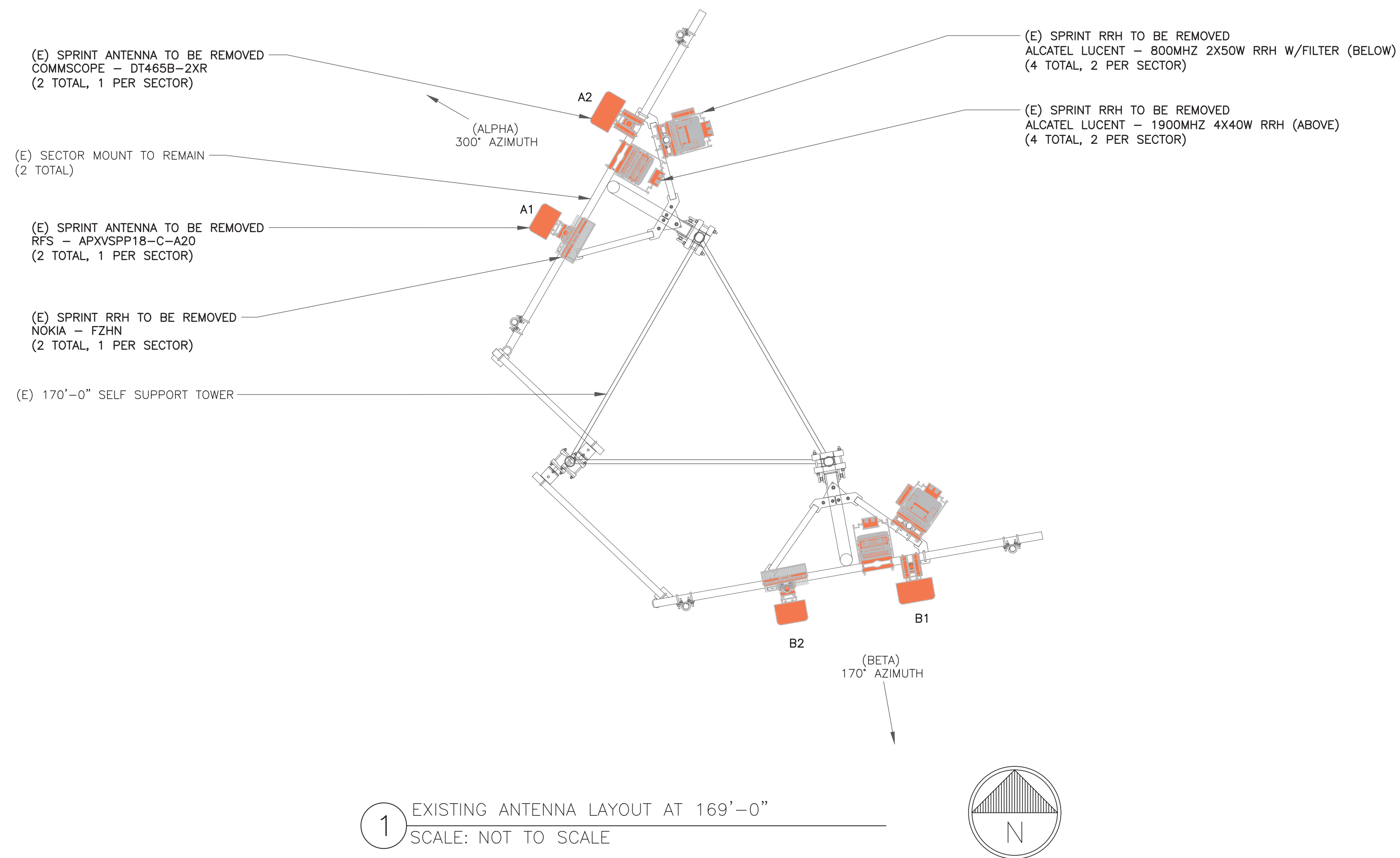
T-MOBILE SITE NUMBER: **4HY0568A**
 BU #: **841273**
TRURO
 344 ROUTE 6
 NORTH TRURO, MA 02652
 EXISTING 170'-0" SELF SUPPORT TOWER

ISSUED FOR:

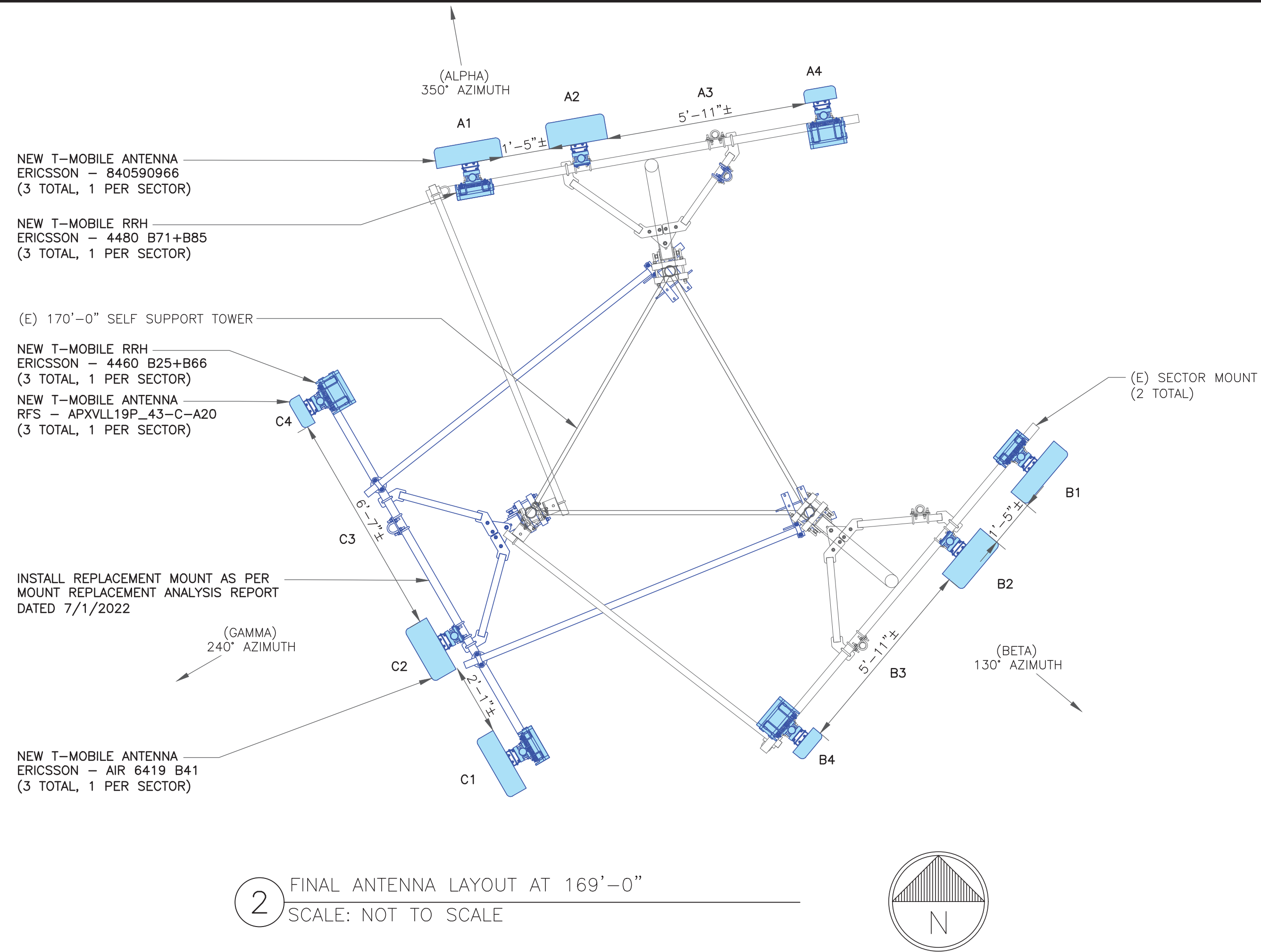
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INSTALLER NOTE:
NO PROPOSED LOADING TO BE ADDED
UNTIL MOUNT SWAP IS COMPLETE.
CONTRACTOR TO INSTALL MOUNT PER
MANUFACTURER'S SPECIFICATIONS.



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T-MOBILE SITE
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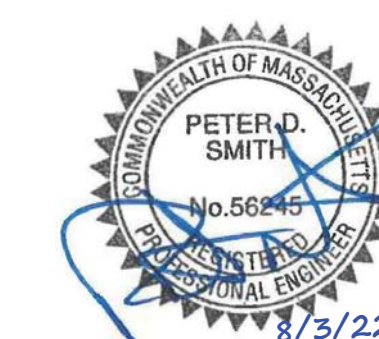
BU #: **841273**
TRURO

344 ROUTE 6
NORTH TRURO, MA
02652

EXISTING
170'-0" SELF SUPPORT
TOWER

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T-MOBILE SITE
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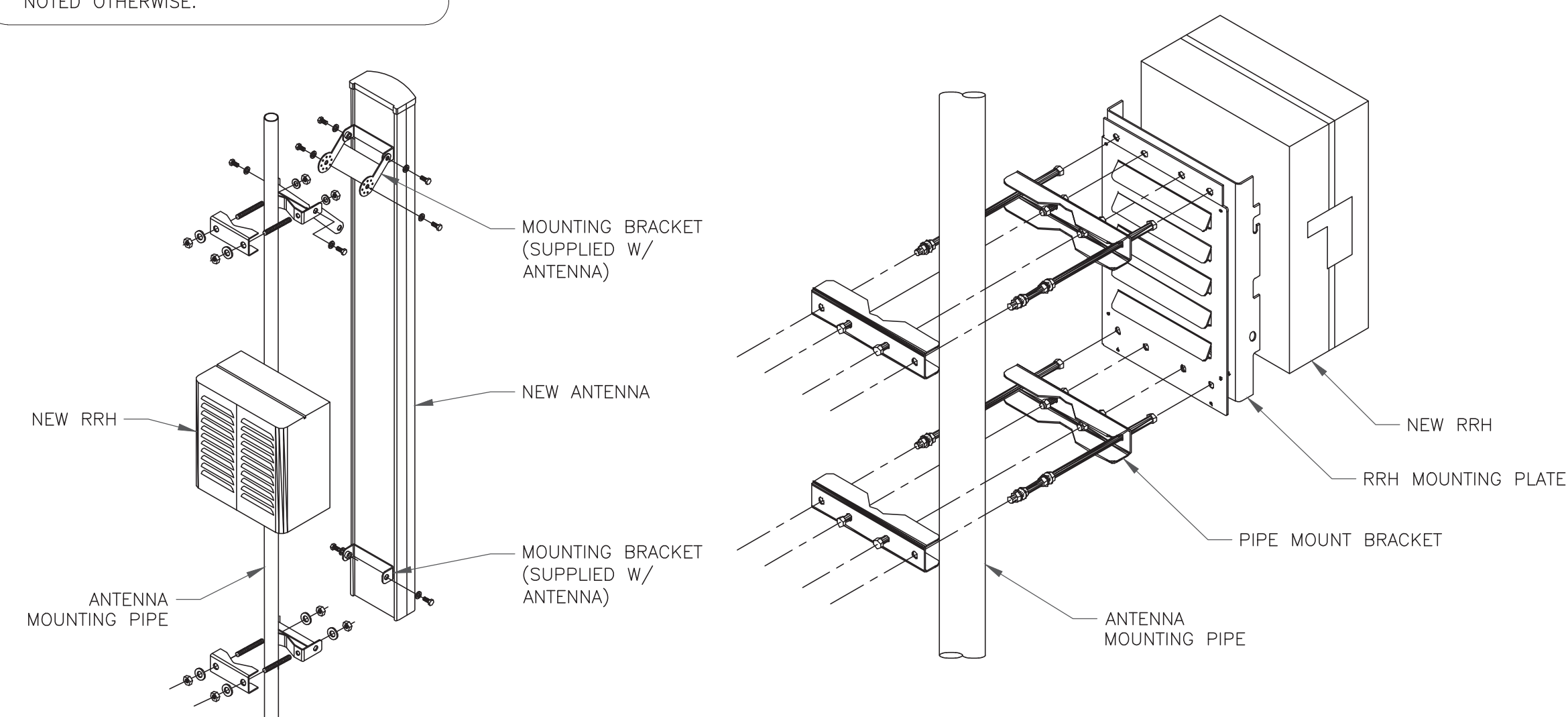
EXISTING
170'-0" SELF SUPPORT
TOWER

RF SYSTEM SCHEDULE										
SECTOR	ANTENNA	TECH	MANUFACTURER	ANTENNA MODEL	AZIMUTH	M-TILT	E-TILT	RAD CENTER	TMA/RRU	FEEDLINE TYPE
ALPHA	A1	L600/L700/N600	ERICSSON	840590966	350°	0°	-	169'-0"	(1) ERICSSON - RADIO 4480 B71+B85	(1) HYBRID TRUNK 6/24 4AWG CABLE
	A2	L2500/N2500	ERICSSON	AIR 6419 B41	350°	0°	-	169'-0"	-	
	A3	-	-	-	-	-	-	-	-	
	A4	G1900/L1900/L2100	RFS	APXVLL19P_43-C-A20	350°	0°	-	169'-0"	(1) ERICSSON - RADIO 4460 B25+B66	
BETA	B1	L600/L700/N600	ERICSSON	840590966	130°	0°	-	169'-0"	(1) ERICSSON - RADIO 4480 B71+B85	(1) HYBRID TRUNK 6/24 4AWG CABLE
	B2	L2500/N2500	ERICSSON	AIR 6419 B41	130°	0°	-	169'-0"	-	
	B3	-	-	-	-	-	-	-	-	
	B4	G1900/L1900/L2100	RFS	APXVLL19P_43-C-A20	130°	0°	-	169'-0"	(1) ERICSSON - RADIO 4460 B25+B66	
GAMMA	C1	L600/L700/N600	ERICSSON	840590966	240°	0°	-	169'-0"	(1) ERICSSON - RADIO 4480 B71+B85	(1) HYBRID TRUNK 6/24 4AWG CABLE
	C2	L2500/N2500	ERICSSON	AIR 6419 B41	240°	0°	-	169'-0"	-	
	C3	-	-	-	-	-	-	-	-	
	C4	G1900/L1900/L2100	RFS	APXVLL19P_43-C-A20	240°	0°	-	169'-0"	(1) ERICSSON - RADIO 4460 B25+B66	

1 ANTENNA AND CABLE SCHEDULE
SCALE: NOT TO SCALE

INSTALLER NOTES:

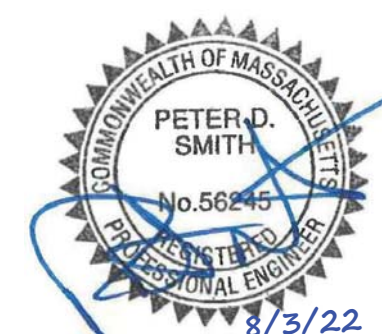
1. COMPLY WITH MANUFACTURERS INSTRUCTIONS TO ENSURE THAT ALL RRHs RECEIVE ELECTRICAL POWER WITHIN 24 HOURS OF BEING REMOVED FROM THE MANUFACTURER'S PACKAGING.
2. DO NOT OPEN RRH PACKAGES IN THE RAIN.
3. ALL PIPES, BRACKETS, AND MISCELLANEOUS HARDWARE TO BE GALVANIZED UNLESS NOTED OTHERWISE.



2 ANTENNA WITH RRH MOUNTING DETAIL
SCALE: NOT TO SCALE

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SHEET NUMBER:

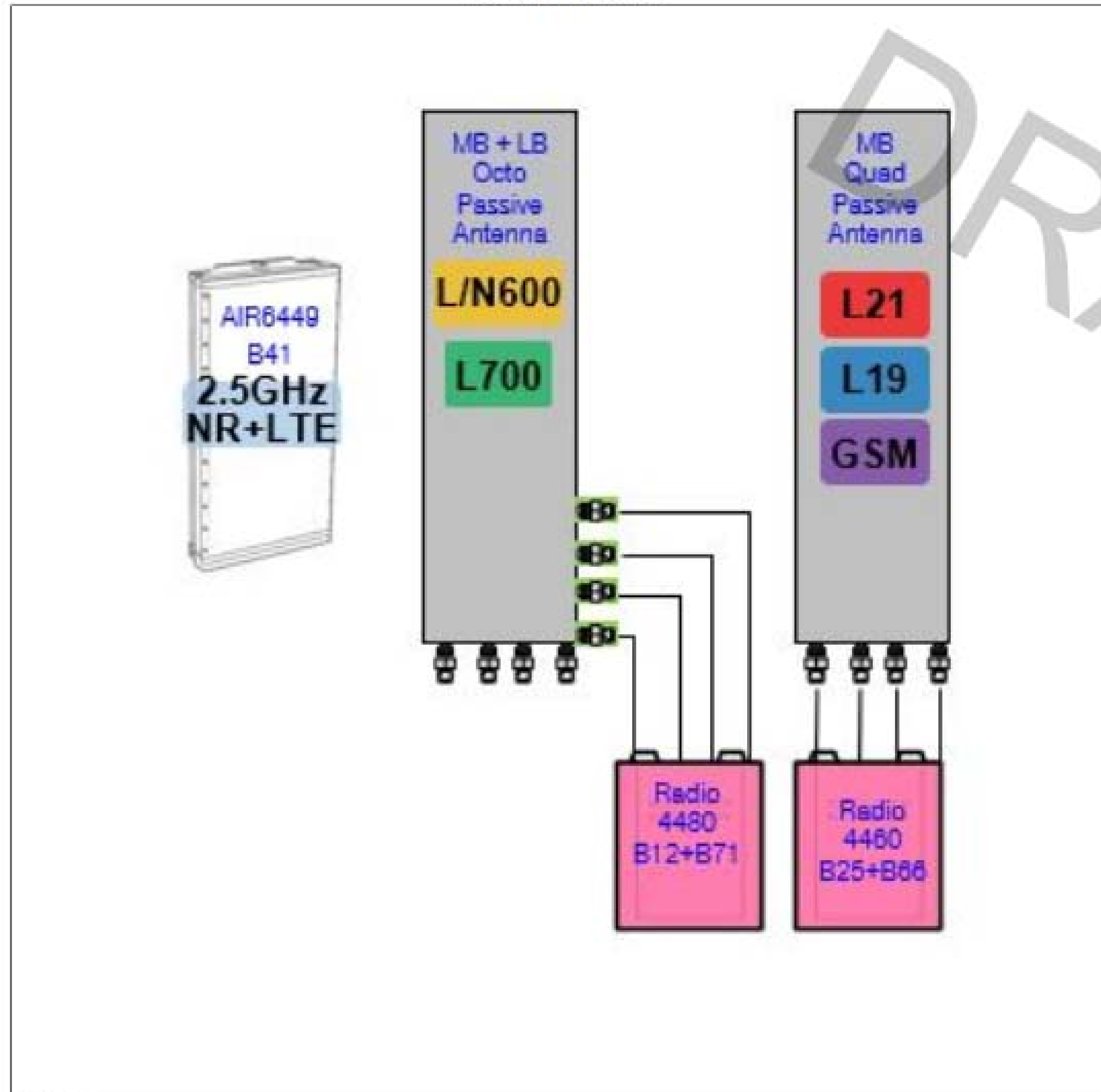
C-3

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Section 3 - Proposed Template Images

67E5A998E.JPG



Notes:

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T-MOBILE SITE
 NUMBER: **4HY0568A**

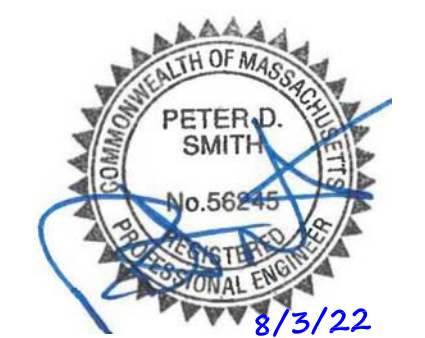
BU #: **841273**
TRURO

344 ROUTE 6
 NORTH TRURO, MA
 02652

EXISTING
 170'-0" SELF SUPPORT
 TOWER

ISSUED FOR:

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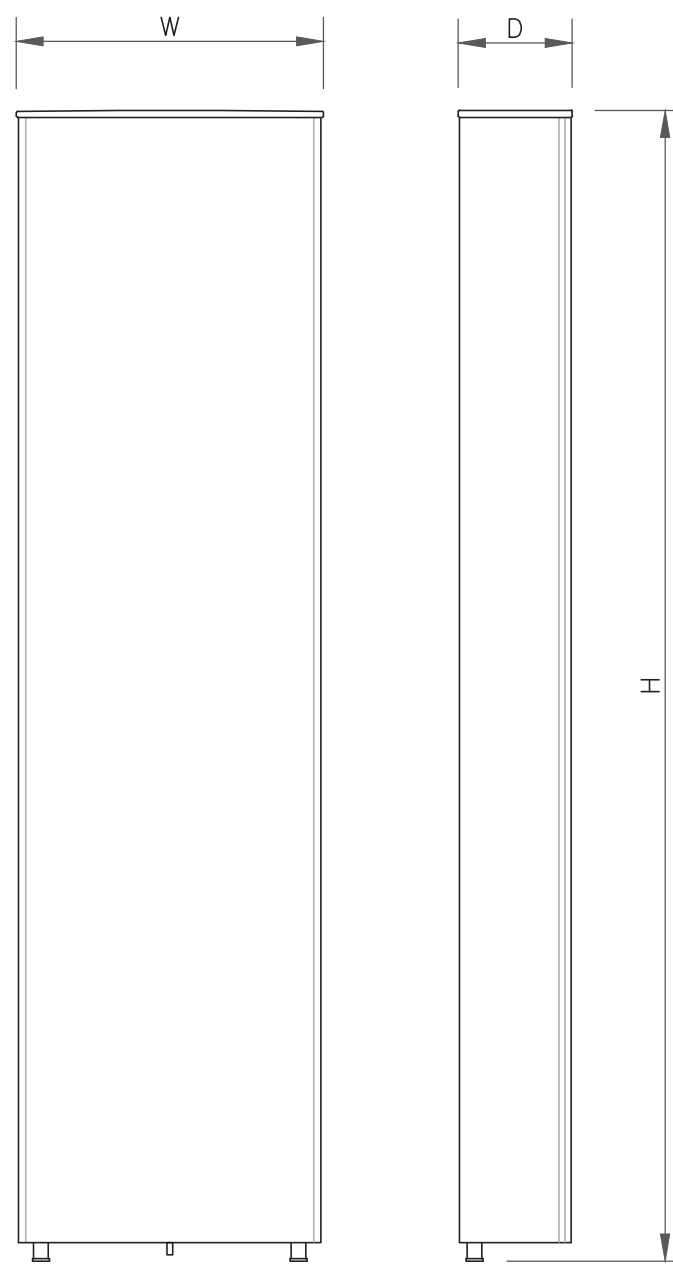


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SHEET NUMBER: **C-4** REVISION: **0**

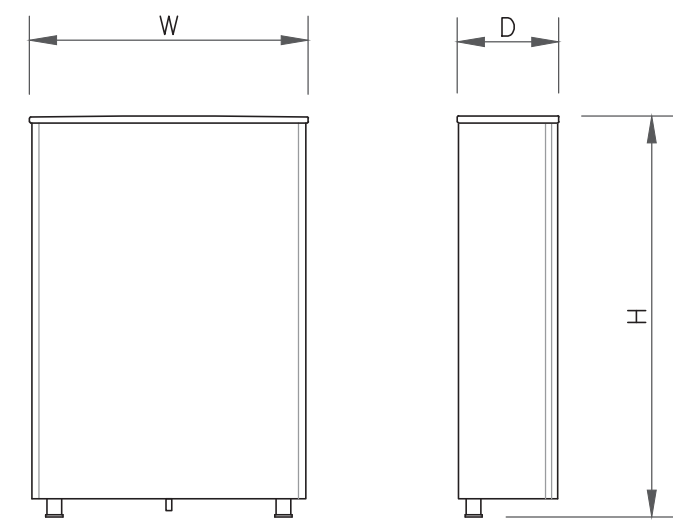
100736.008.01_TRURO_1_15524_0504.dwg - User: lisa.rider - Aug 03, 2022 - 8:50pm



ANTENNA SPECS

MANUFACTURER	ERICSSON
MODEL #	840590966
WIDTH	23.50"
DEPTH	7.10"
HEIGHT	95.90"
WEIGHT	135.80 LBS

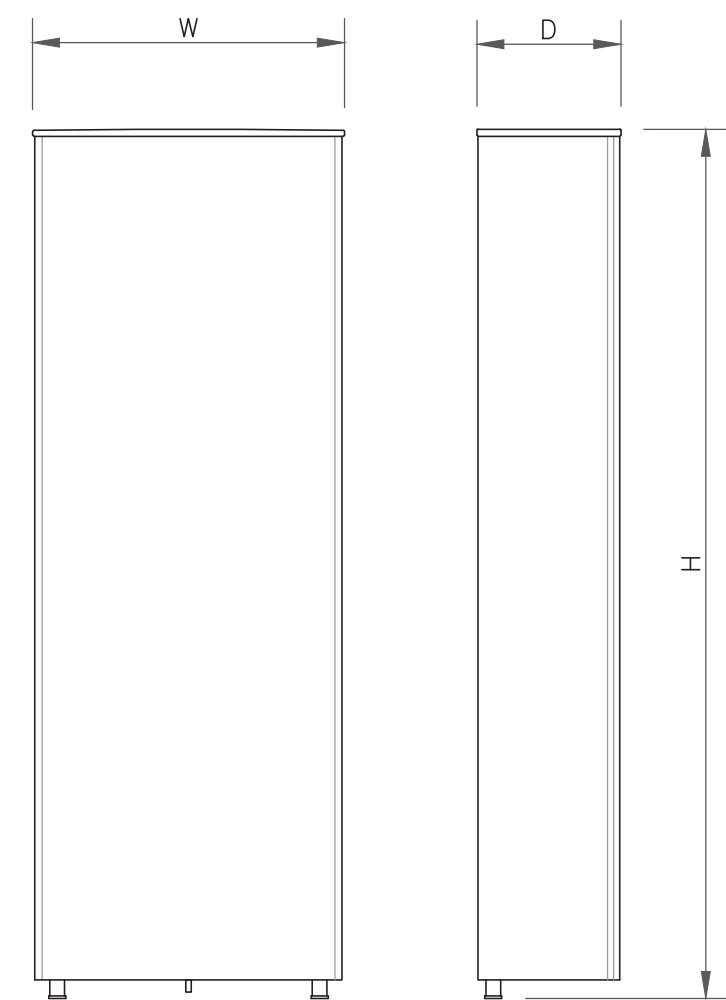
1 ANTENNA SPECS
SCALE: NOT TO SCALE



ANTENNA SPECS

MANUFACTURER	ERICSSON
MODEL #	AIR 6419 B41
WIDTH	20.91"
DEPTH	9.02"
HEIGHT	35.25"
WEIGHT	96.50 LBS

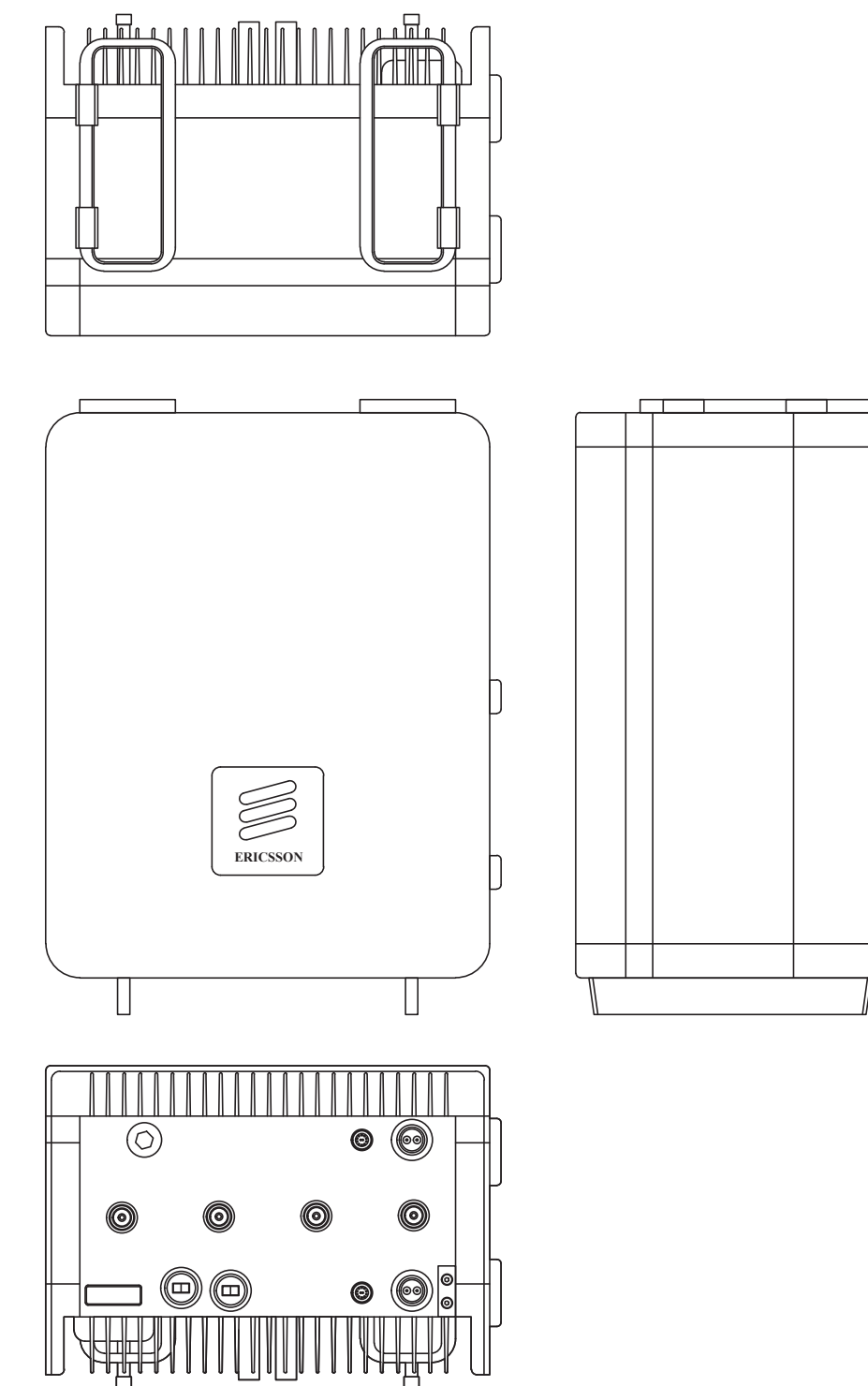
2 ANTENNA SPECS
SCALE: NOT TO SCALE



ANTENNA SPECS

MANUFACTURER	RFS
MODEL #	APXVLL19P_43-C-A20
WIDTH	11.30"
DEPTH	4.60"
HEIGHT	75.80"
WEIGHT	48.39 LBS

3 ANTENNA SPECS
SCALE: NOT TO SCALE



ERICSSON - RADIO 4460
WEIGHT: 109 LBS
SIZE (HxWxD): 17.0x15.1x11.9 IN.

4 ERICSSON - RADIO 4460
SCALE: NOT TO SCALE



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T-MOBILE SITE
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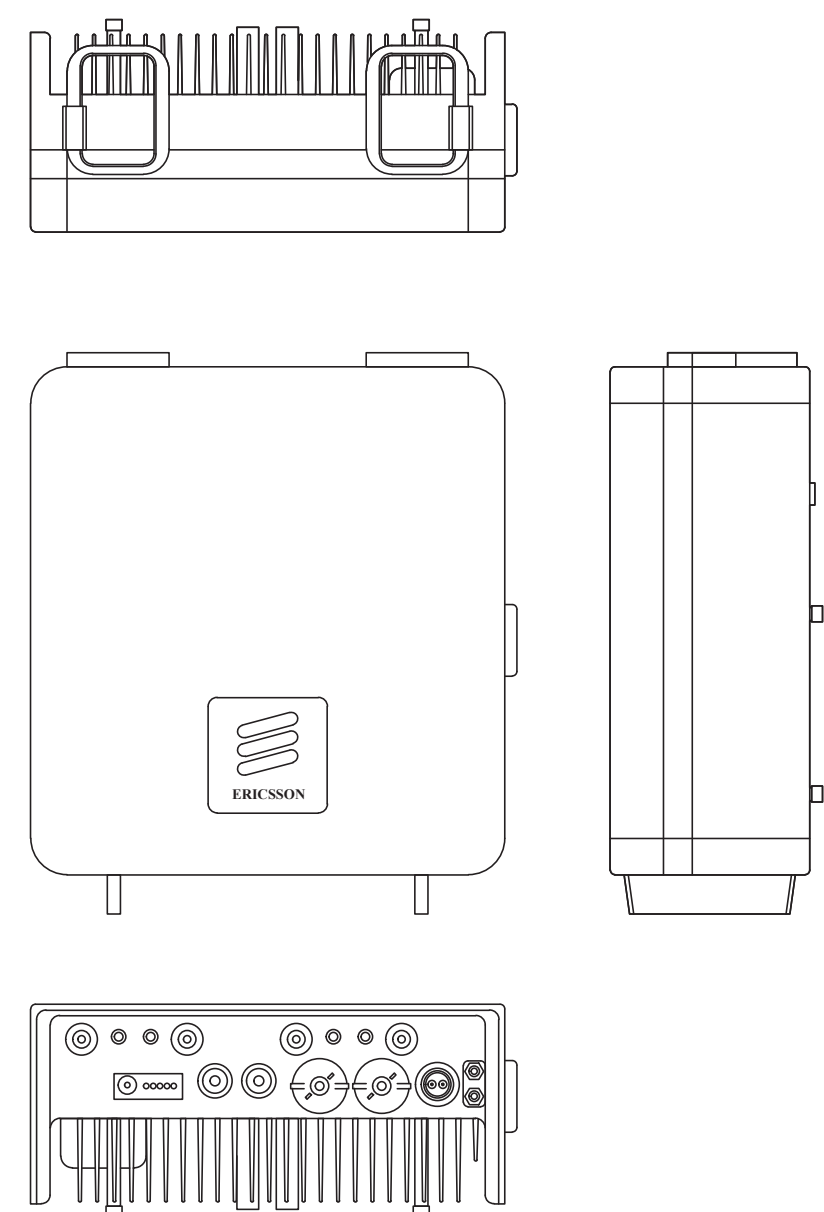
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EXISTING
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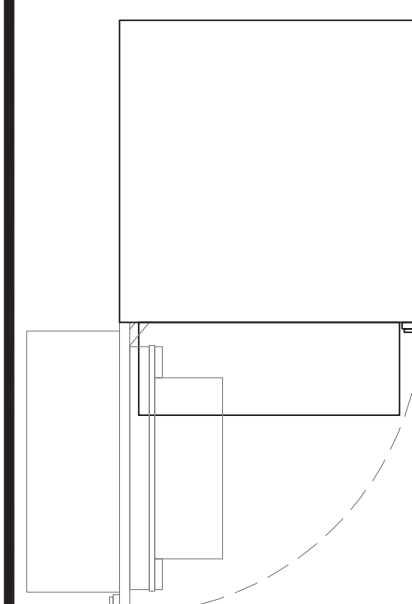
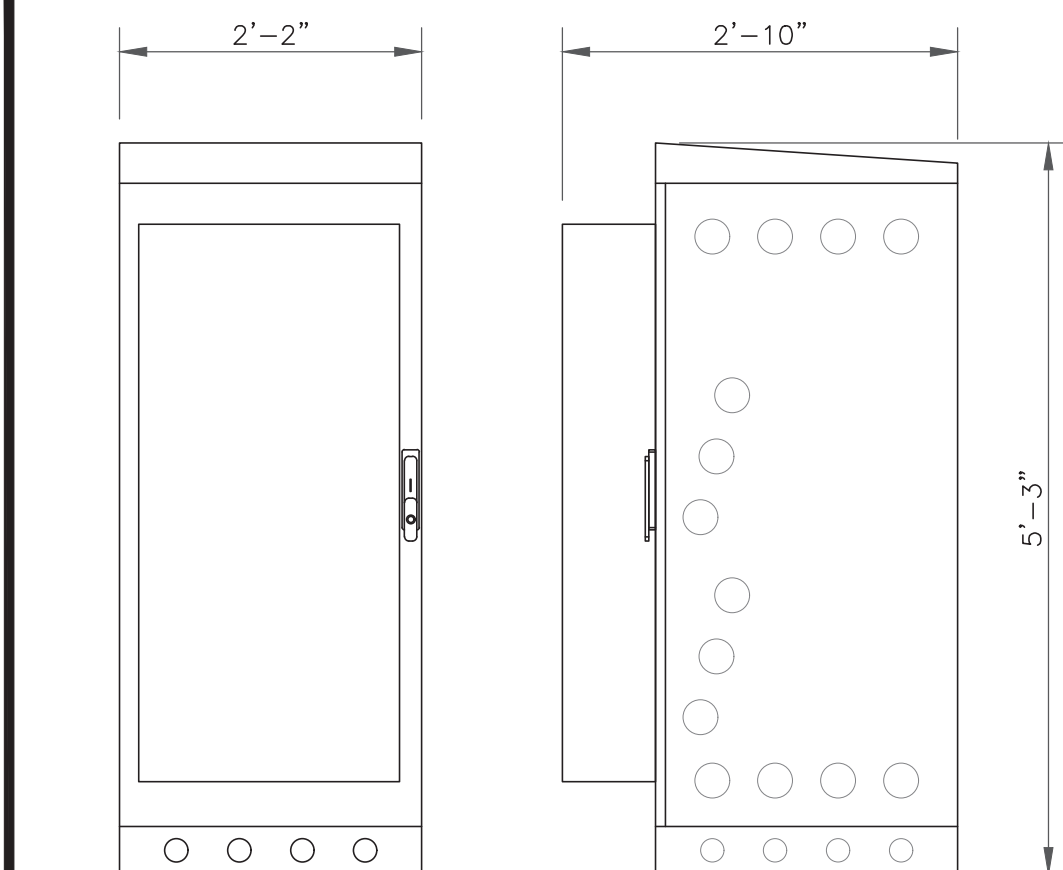
ISSUED FOR:

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0	8/3/22	YX	CONSTRUCTION	LR



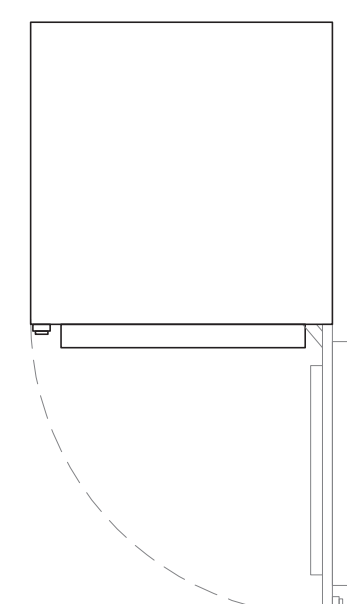
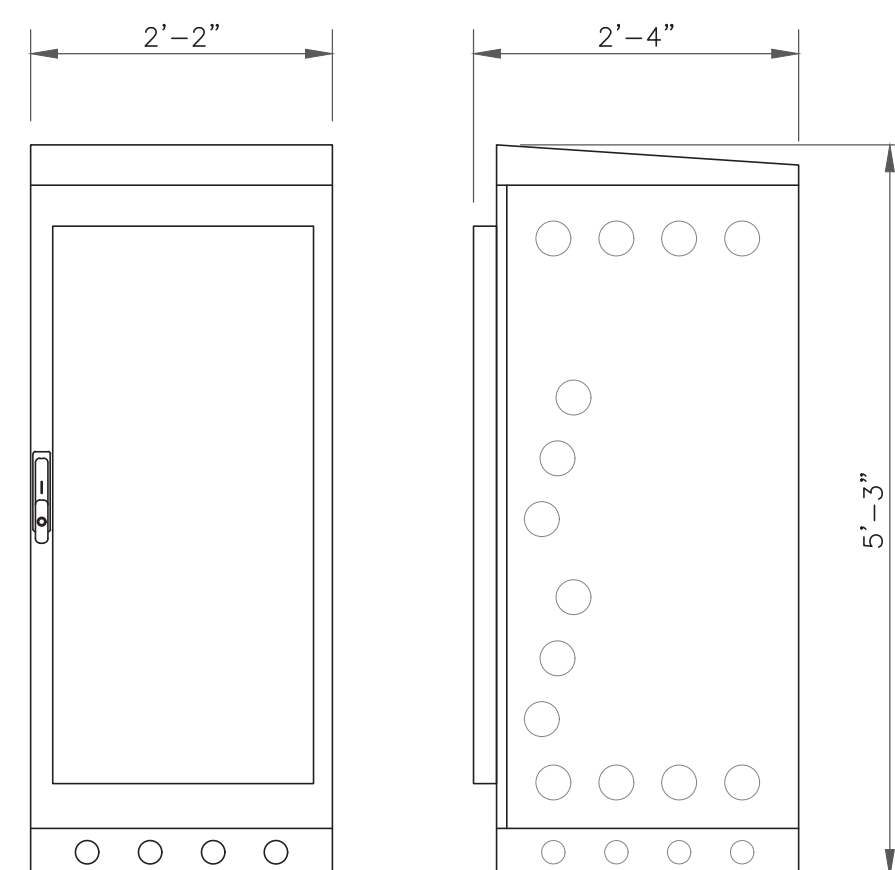
ERICSSON - RADIO 4480
WEIGHT: 92.6 LBS
SIZE (HxWxD): 21.8x15.7x7.5 IN.

5 ERICSSON - RADIO 4480
SCALE: NOT TO SCALE



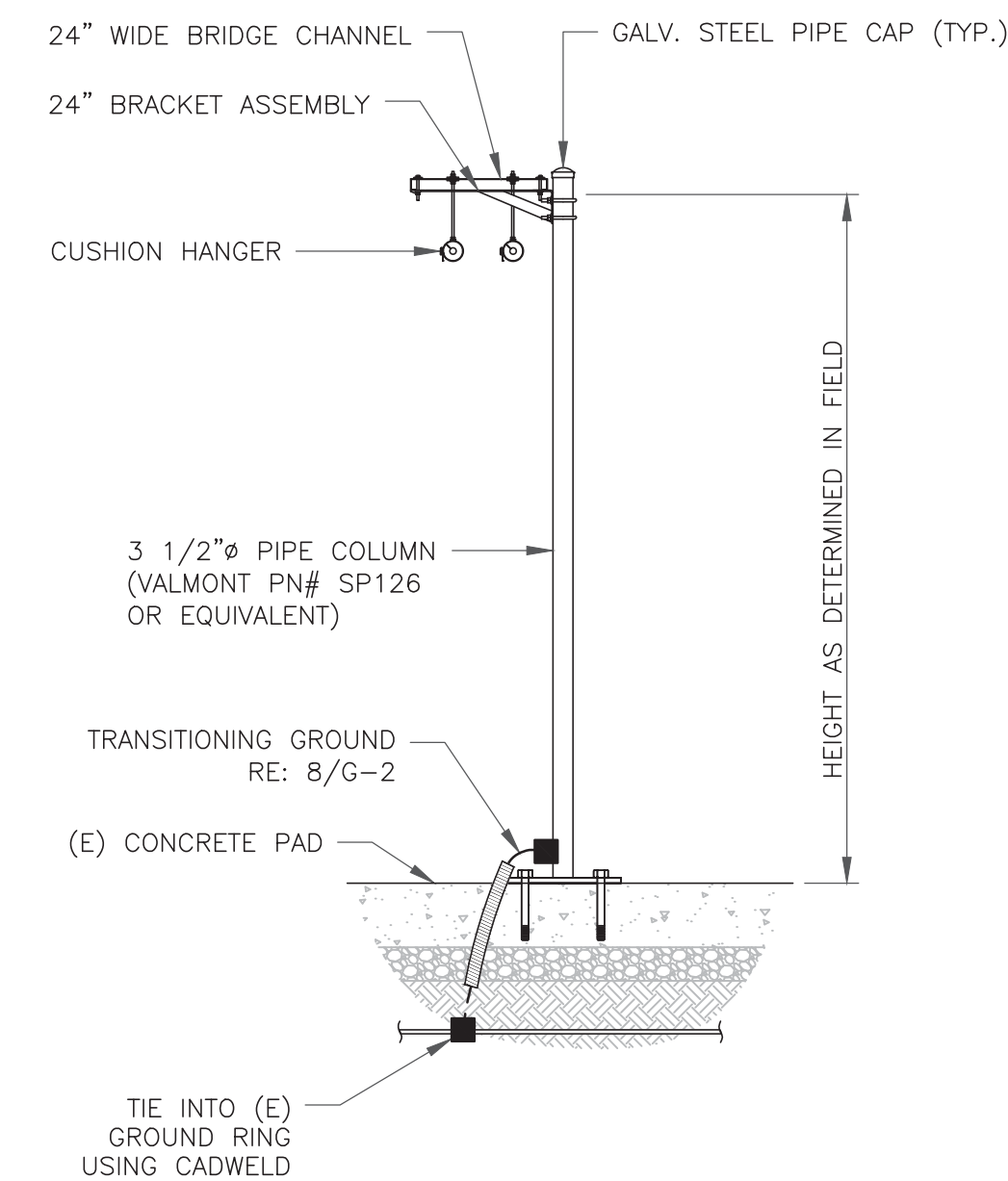
EQUIPMENT NOTES:
HEIGHTxWIDTHxDEPTH: 63.0" x 26.0" x 34.0"
(1600.0mm x 660.0mm x 864.0mm)
WEIGHT (EMPTY): 320 LBS (145 kg)
WEIGHT (FULLY LOADED): 1,500 LBS (681 kg)

6 ERICSSON - 6160
SCALE: NOT TO SCALE



EQUIPMENT NOTES:
HEIGHTxWIDTHxDEPTH: 63.0" x 26.0" x 28.0"
(1600.0mm x 660.0mm x 711.0mm)
WEIGHT (EMPTY): 295 LBS (134 kg)
WEIGHT (FULLY LOADED): 2,000 LBS (908 kg)

7 ERICSSON - B160
SCALE: NOT TO SCALE



8 ICE BRIDGE DETAIL
SCALE: NOT TO SCALE



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SHEET NUMBER:

C-5

REVISION:

0

FINAL PANEL SCHEDULE							
LOAD	POLES	AMPS	BUS		AMPS	POLES	LOAD
			L1	L2			
SURGE	2	60A	1	2	20A	1	REC
BTS-1	2	50A	3	4	40A	2	BOOSTER
GFCI	1	20A	5	6	125A	2	6160
			7	8			
			9	10			
			11	12			
			13	14			
			15	16			
			17	18			
			19	20			
			21	22			
			23	24			

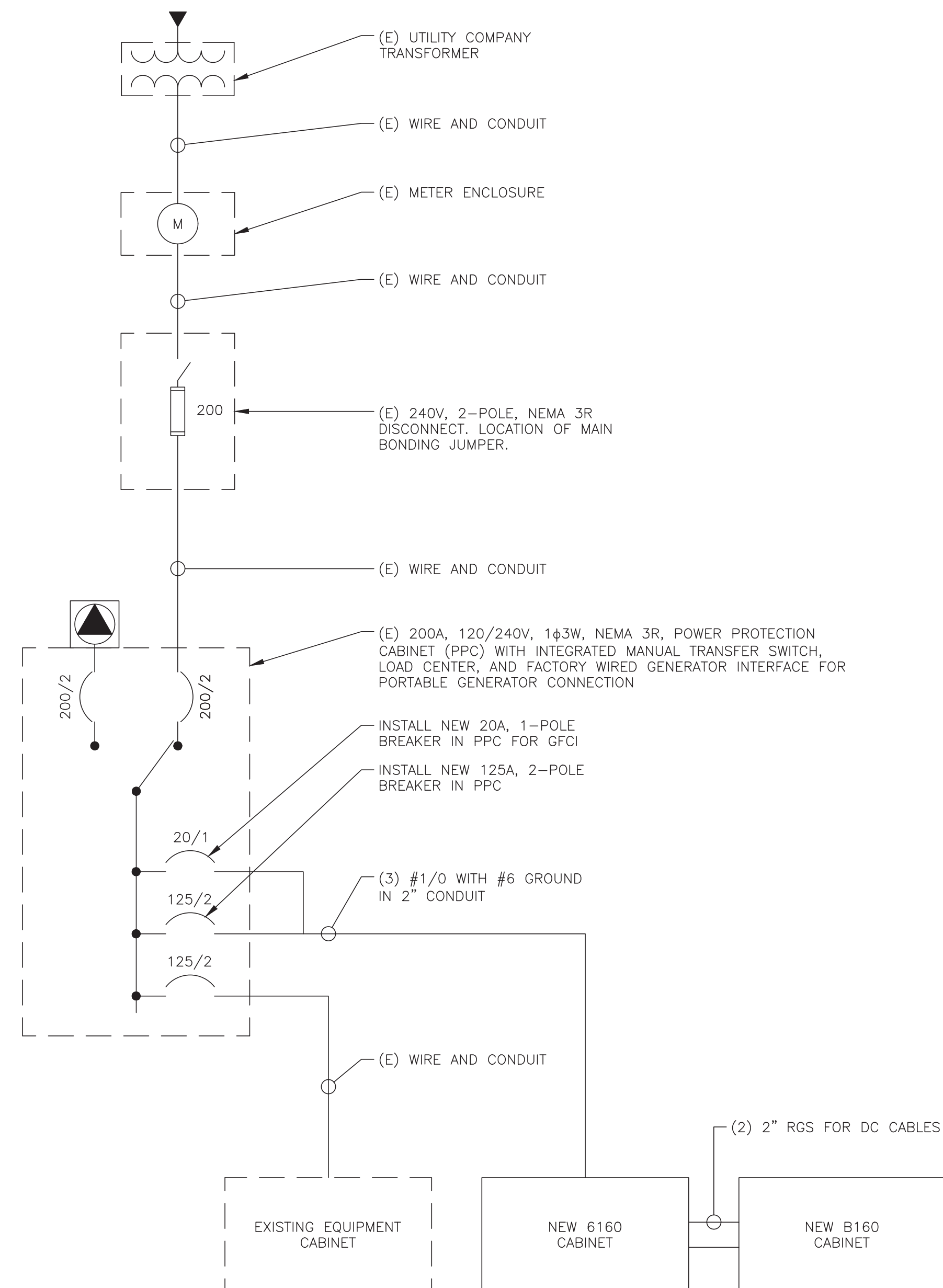
RATED VOLTAGE: <input checked="" type="checkbox"/> 120/240 <input type="checkbox"/> _____ 1 PHASE, 3 WIRE	BRANCH POLES: <input type="checkbox"/> 12 <input checked="" type="checkbox"/> 24 <input type="checkbox"/> 30 <input type="checkbox"/> 42	APPROVED MF'RS
RATED AMPS: <input type="checkbox"/> 100 <input checked="" type="checkbox"/> 200 <input type="checkbox"/> 400 <input type="checkbox"/> _____	CABINET: <input checked="" type="checkbox"/> SURFACE <input type="checkbox"/> FLUSH	NEMA <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 3R <input type="checkbox"/> 4X
<input type="checkbox"/> MAIN LUGS ONLY MAIN 200 AMPS <input checked="" type="checkbox"/> BREAKER <input type="checkbox"/> FUSED SWITCH	<input checked="" type="checkbox"/> HINGED DOOR	<input checked="" type="checkbox"/> KEYED DOOR LATCH
<input type="checkbox"/> FUSED <input checked="" type="checkbox"/> CIRCUIT BREAKER BRANCH DEVICES	<input type="checkbox"/> _____ TO BE GFCI BREAKERS	<input checked="" type="checkbox"/> FULL NEUTRAL BUS <input type="checkbox"/> GROUND BAR
ALL BREAKERS MUST BE RATED TO INTERRUPT A SHORT CIRCUIT ISC OF 10,000 AMPS SYMMETRICAL		

REPLACE BREAKER IN POSITIONS 8 AND 10 WITH A NEW 2P 125A BREAKER
 INSTALL NEW 1P 20A BREAKER IN POSITION 9
 INSTALL NEW WIRING FOR NEW 6160 CABINET WITH (3) 1/0 AWG THWN (COPPER) AND (1) #6G AWG. MINIMUM CONDUIT SIZE TO BE 2".
 IF 125A BREAKER WILL NOT PROPERLY FIT IN EXISTING PANEL, REPLACE (E) PANEL WITH SQUARE D PANEL Q012040M200RB (OR APPROVED EQUAL).
 UPGRADE FEEDER WIRES TO MEET AMPACITY IF NEW PANEL IS REQUIRED.
 FINAL PANEL DESIGN AND CALCULATIONS FOR WIRE SIZE WERE BASED OFF OF EXISTING DOCUMENTS AND PHOTOS

1 FINAL T-MOBILE PANEL DETAIL
 SCALE: NOT TO SCALE

NOTES:

- ALL NEW CONDUCTORS TO BE INSTALLED SHALL BE COPPER. ALL CONDUCTORS SHALL BE THHW, THWN, THWN-2, XHHW, OR XHHW-2 UNLESS NOTED OTHERWISE.
- CONTRACTOR IS TO FIELD VERIFY ALL EXISTING ITEMS SHOWN ON THE ELECTRICAL ONE-LINE DIAGRAM AND NOTIFY THE ENGINEER OF ANY DISCREPANCIES.
- ALL GROUNDING AND BONDING PER THE NEC.



2 ONE LINE DIAGRAM
 SCALE: NOT TO SCALE

T-Mobile
 4 SYLVAN WAY
 PARSIPPANY, NJ 07054

CROWN CASTLE
 3530 TORINGDON WAY, SUITE 300
 CHARLOTTE, NC 28277

B+T GRP
 1717 S. BOULDER
 SUITE 300
 TULSA, OK 74119
 PH: (918) 587-4630
 www.btgrp.com

T-MOBILE SITE
 NUMBER: **4HY0568A**

BU #: **841273**
TRURO

344 ROUTE 6
 NORTH TRURO, MA
 02652

EXISTING
 170'-0" SELF SUPPORT
 TOWER

ISSUED FOR:				
REV	DATE	DRWN	DESCRIPTION	DES./QA
A	7/22/22	YX	PRELIMINARY REVIEW	CV
0	8/3/22	YX	CONSTRUCTION	LR

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SHEET NUMBER: E-1	REVISION: 0
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T-Mobile

4 SYLVAN WAY
PARSIPPANY, NJ 07054

CROWN CASTLE

3530 TORINGDON WAY, SUITE 300
CHARLOTTE, NC 28277

B+T GRP

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SUITE 300
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T-MOBILE SITE
NUMBER: **4HY0568A**

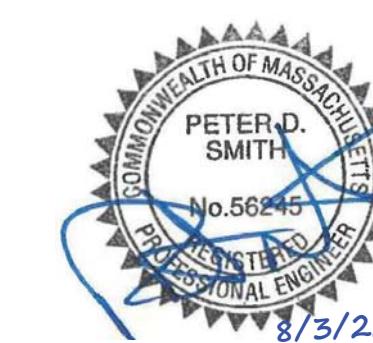
BU #: **841273**
TRURO

344 ROUTE 6
NORTH TRURO, MA
02652

EXISTING
170'-0" SELF SUPPORT
TOWER

ISSUED FOR:

REV	DATE	DRWN	DESCRIPTION	DES./QA
A	7/22/22	YX	PRELIMINARY REVIEW	CV
0	8/3/22	YX	CONSTRUCTION	LR



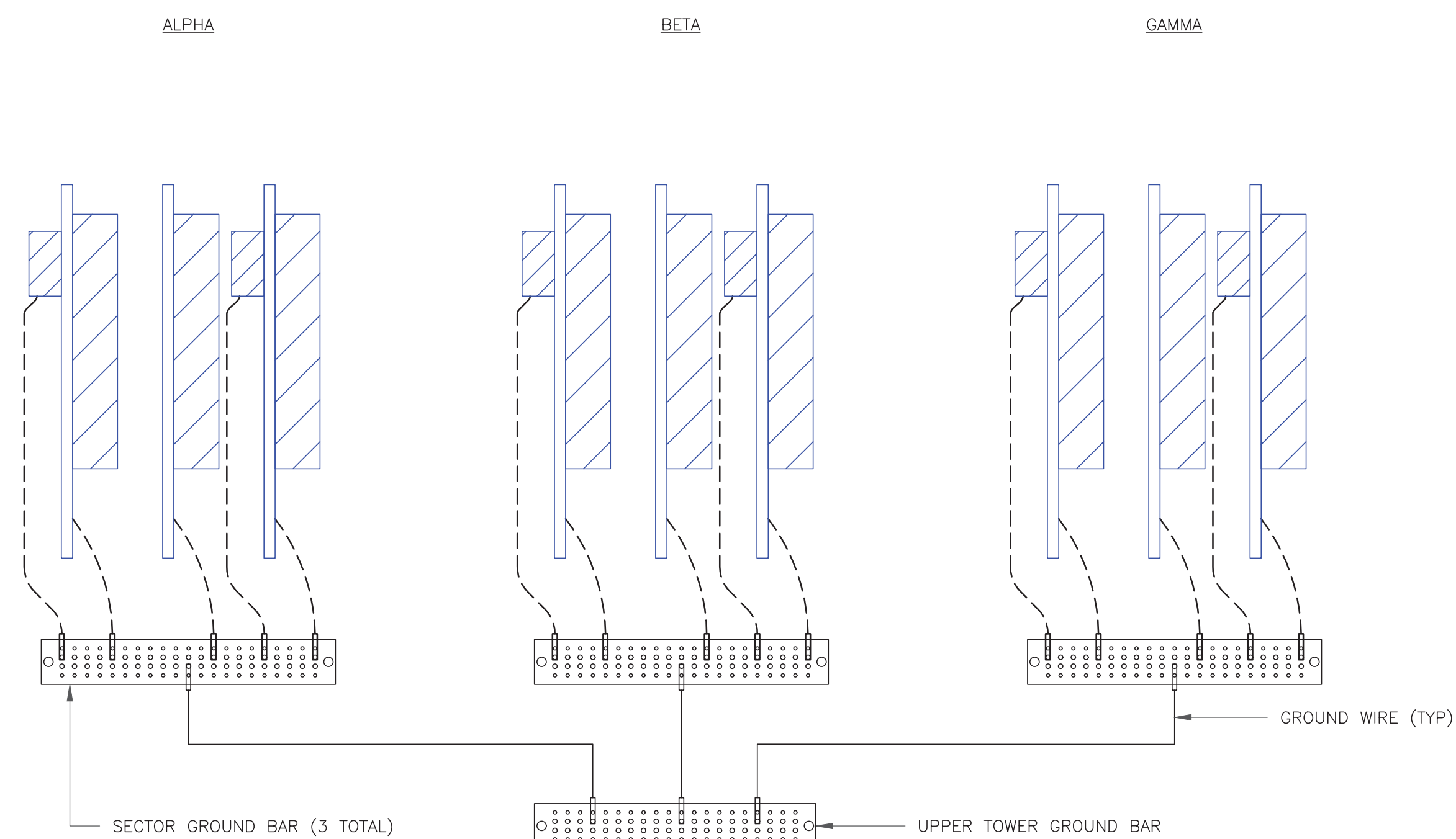
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SHEET NUMBER: REVISION:

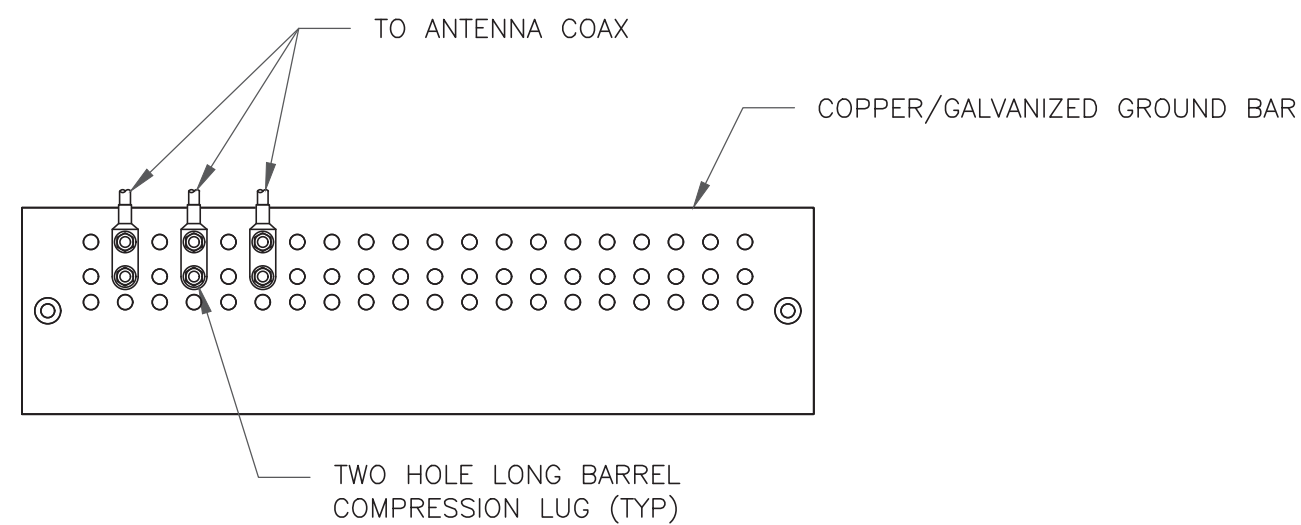
G-1

0



NOTE:
ALL NEW GROUNDS TO BE #6 STRANDED
COPPER WITH GREEN INSULATION UNLESS
NOTED OTHERWISE.

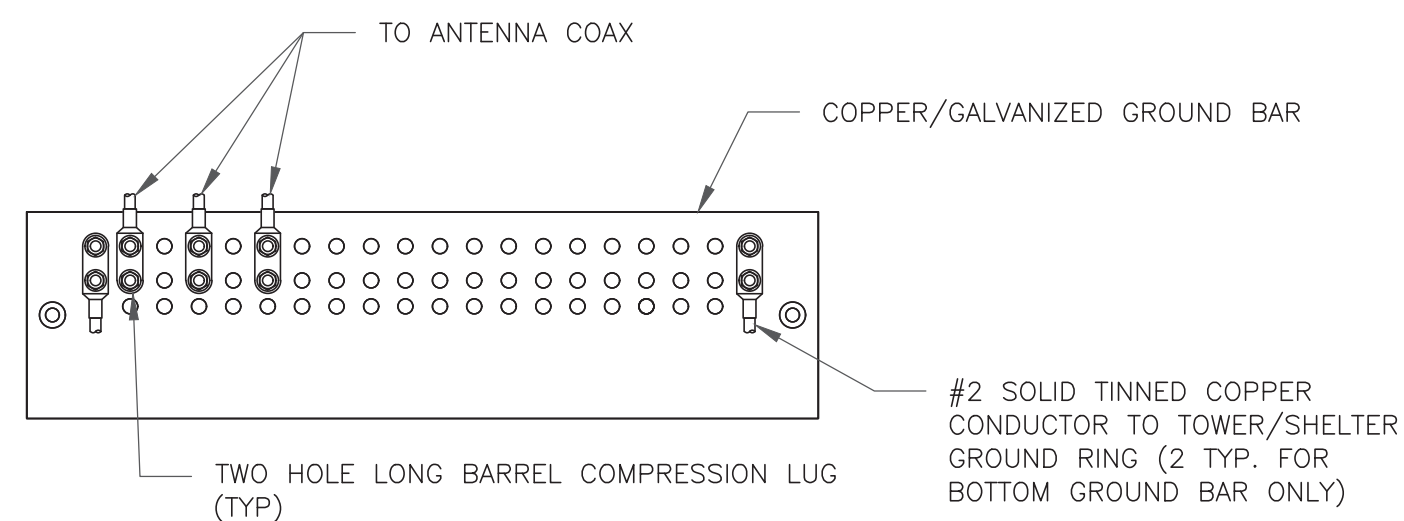
1 ANTENNA GROUNDING DIAGRAM
SCALE: NOT TO SCALE



NOTES:

1. DOUBLING UP "OR STACKING" OF CONNECTIONS IS NOT PERMITTED.
2. EXTERIOR ANTIOXIDANT JOINT COMPOUND TO BE USED ON ALL EXTERIOR CONNECTIONS.
3. GROUND BAR SHALL NOT BE ISOLATED FROM TOWER. MOUNT DIRECTLY TO ANTENNA MOUNT STEEL.

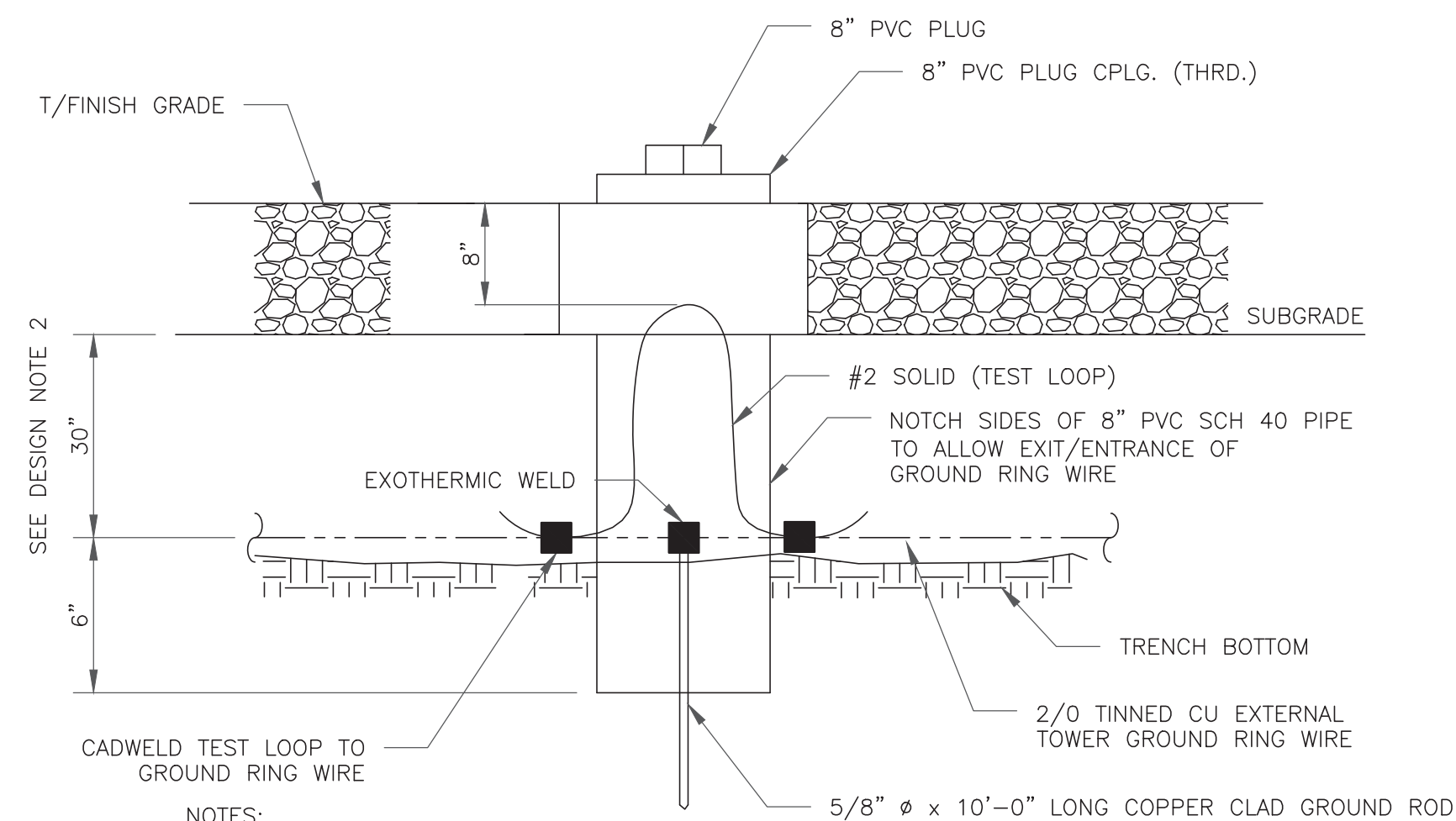
1 ANTENNA SECTOR GROUND BAR DETAIL
SCALE: NOT TO SCALE



NOTES:

1. EXTERIOR ANTIOXIDANT JOINT COMPOUND TO BE USED ON ALL EXTERIOR CONNECTIONS.
2. GROUND BAR SHALL NOT BE ISOLATED FROM TOWER. MOUNT DIRECTLY TO TOWER STEEL (TOWER ONLY).
3. GROUND BAR SHALL BE ISOLATED FROM BUILDING OR SHELTER.

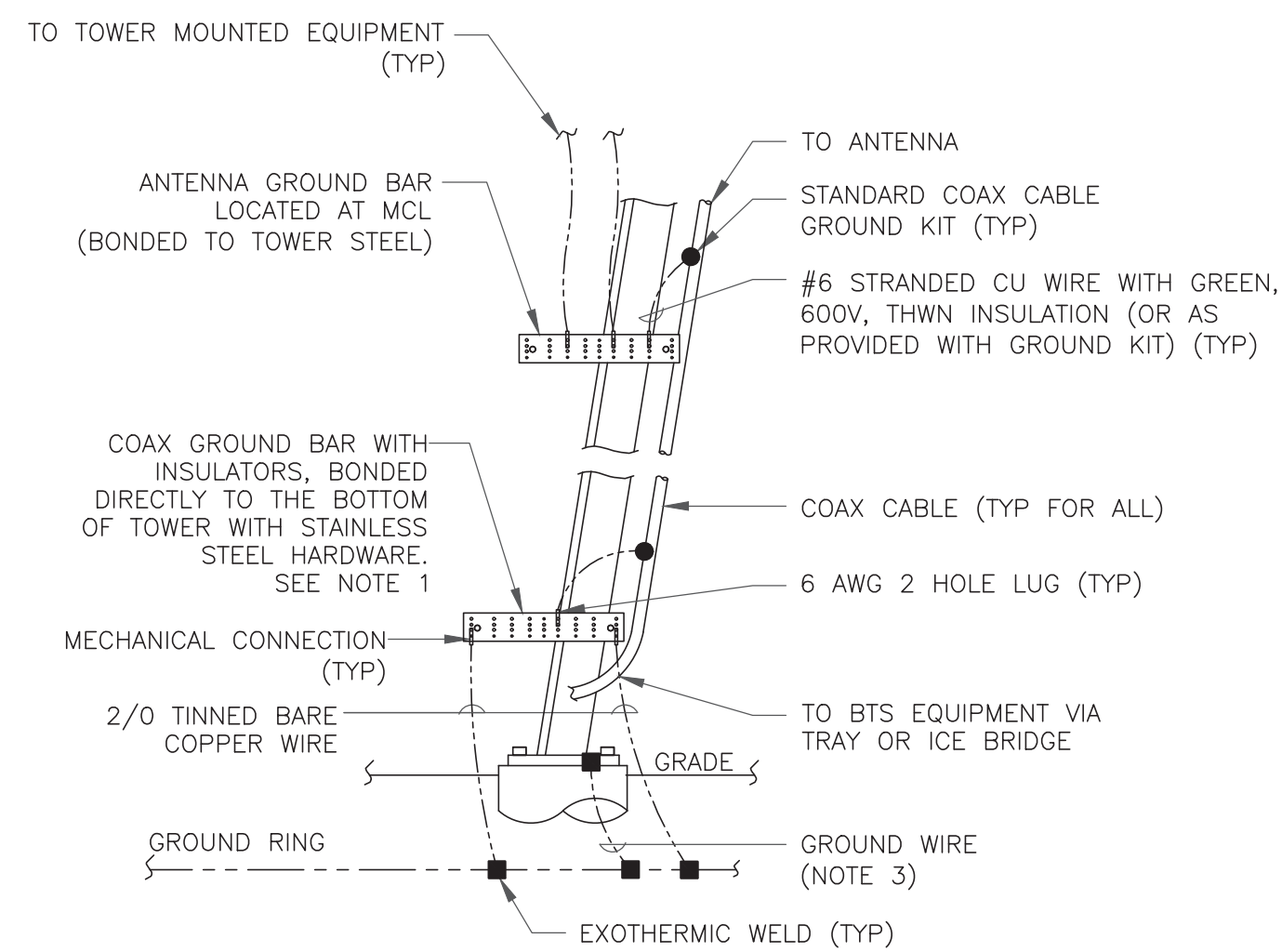
2 TOWER/SHELTER GROUND BAR DETAIL
SCALE: NOT TO SCALE



NOTES:

1. GROUND ROD SHALL BE DRIVEN VERTICALLY, NOT TO EXCEED 45 DEGREES FROM THE VERTICAL
2. GROUND WIRE SHALL BE MIN. 30" BELOW GRADE OR 6" BELOW FROST LINE. (WHICH EVER IS GREATER) AS PER N.E.C. ARTICLE 250-50(D)

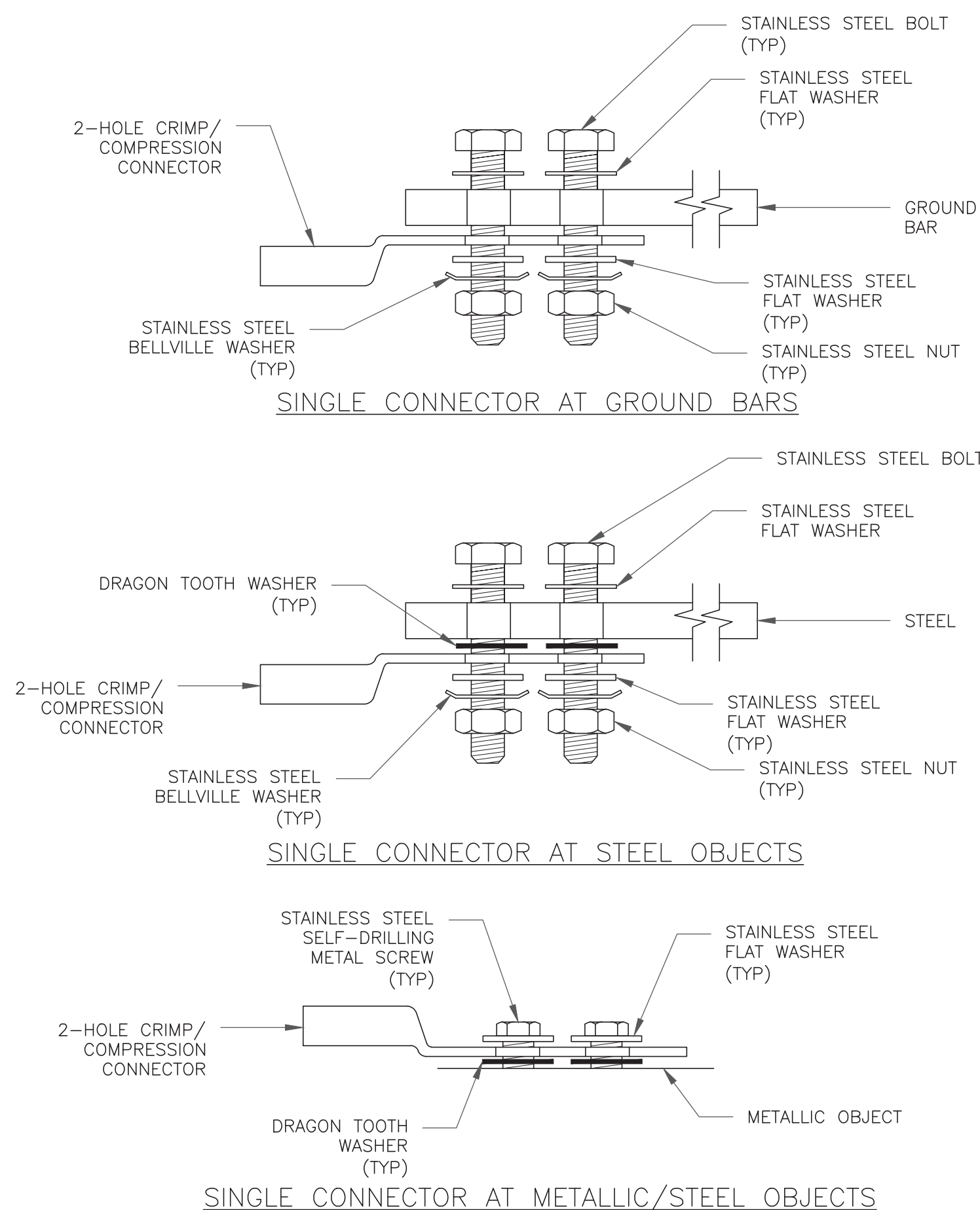
3 INSPECTION WELL DETAIL
SCALE: NOT TO SCALE



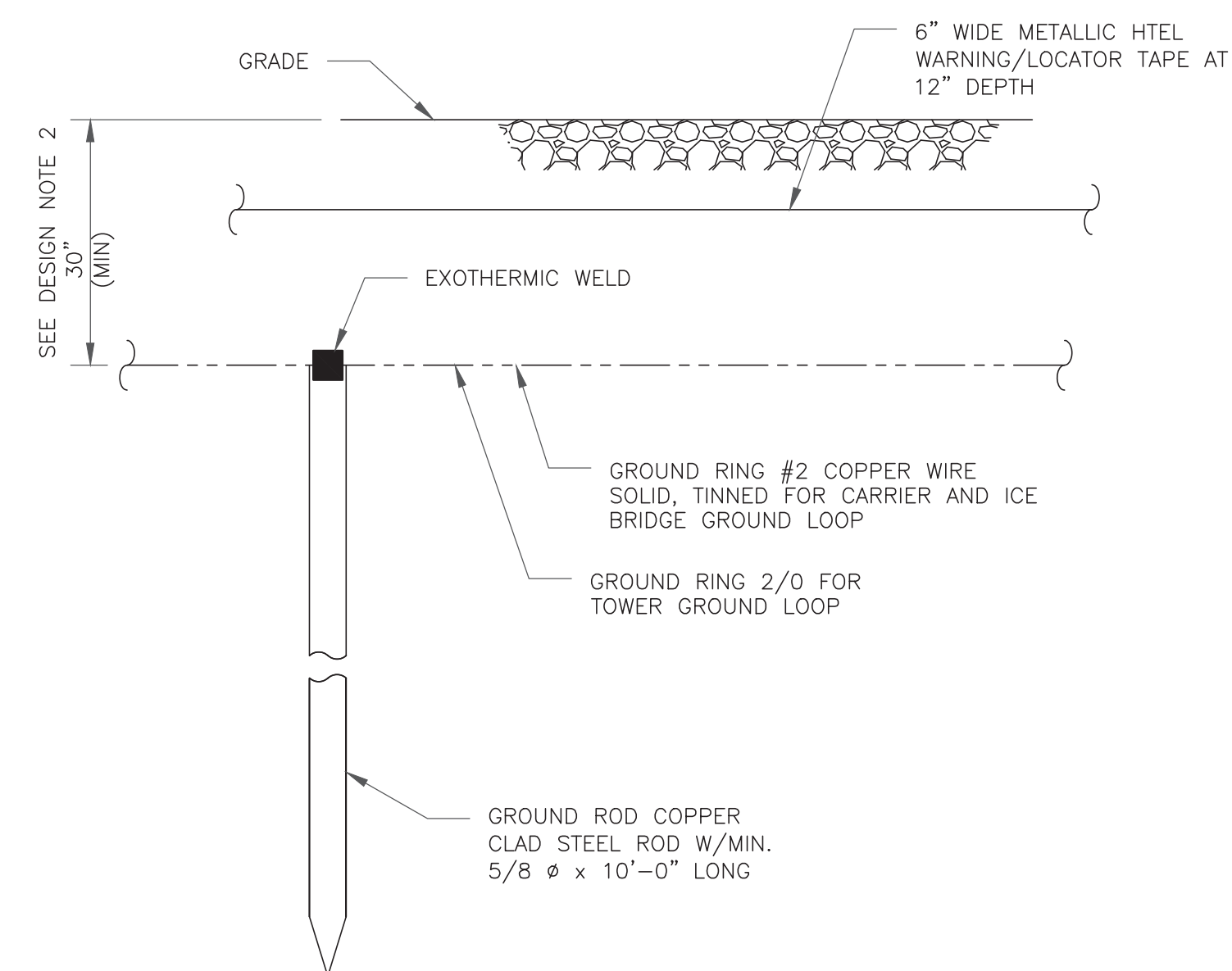
NOTES:

1. NUMBER OF GROUNDING BARS MAY VARY DEPENDING ON THE TYPE OF TOWER, ANTENNA LOCATIONS AND CONNECTION ORIENTATION. COAXIAL CABLES EXCEEDING 200 FEET ON THE TOWER SHALL HAVE GROUND KITS AT THE MIDPOINT. PROVIDE AS REQUIRED.
2. ONLY MECHANICAL CONNECTIONS ARE ALLOWED TO BE MADE TO CROWN CASTLE USA INC. TOWERS. ALL MECHANICAL CONNECTIONS SHALL BE TREATED WITH AN ANTI-OXIDANT COATING.
3. ALL TOWER GROUNDING SYSTEMS SHALL COMPLY WITH THE REQUIREMENTS OF THE RECOGNIZED EDITION OF ANSI/TIA 222 AND NFPA 780.

4 TYPICAL ANTENNA CABLE GROUNDING
SCALE: NOT TO SCALE



5 HARDWARE DETAIL FOR EXTERIOR CONNECTIONS
SCALE: NOT TO SCALE



NOTES:

1. GROUND ROD SHALL BE DRIVEN VERTICALLY, NOT TO EXCEED 45 DEGREES FROM THE VERTICAL
2. GROUND WIRE SHALL BE MIN. 30" BELOW GRADE OR 6" BELOW FROST LINE. (WHICH EVER IS GREATER) AS PER N.E.C. ARTICLE 250-50(D)

6 GROUND ROD DETAIL
SCALE: NOT TO SCALE

T-Mobile

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T-MOBILE SITE
NUMBER: 4HY0568A

BU #: 841273
TRURO

344 ROUTE 6
NORTH TRURO, MA
02652

EXISTING
170'-0" SELF SUPPORT
TOWER

ISSUED FOR:

REV	DATE	DRWN	DESCRIPTION	DES./QA
A	7/22/22	YX	PRELIMINARY REVIEW	CV
0	8/3/22	YX	CONSTRUCTION	LR



B&T ENGINEERING, INC.

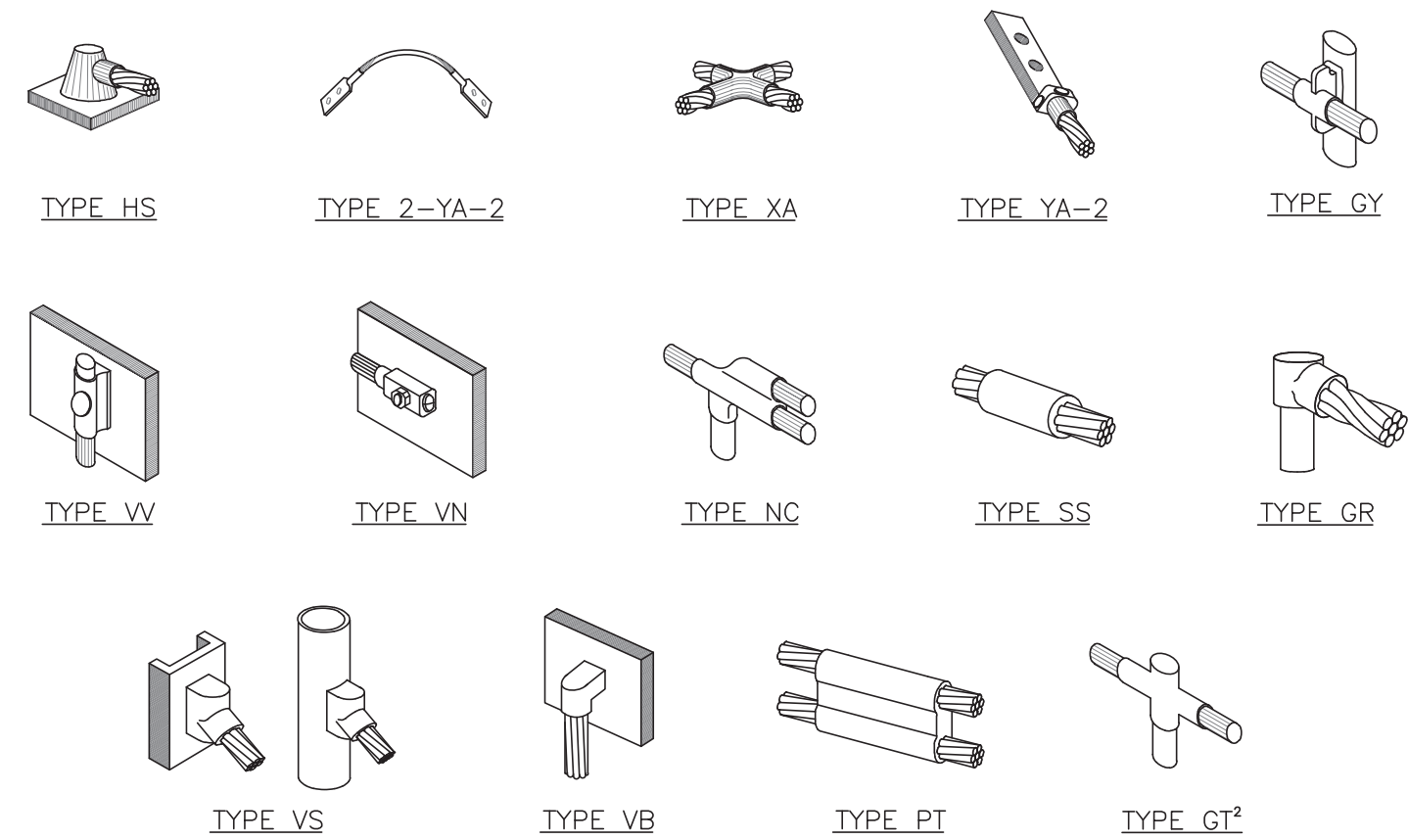
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SHEET NUMBER:

G-2

REVISION:

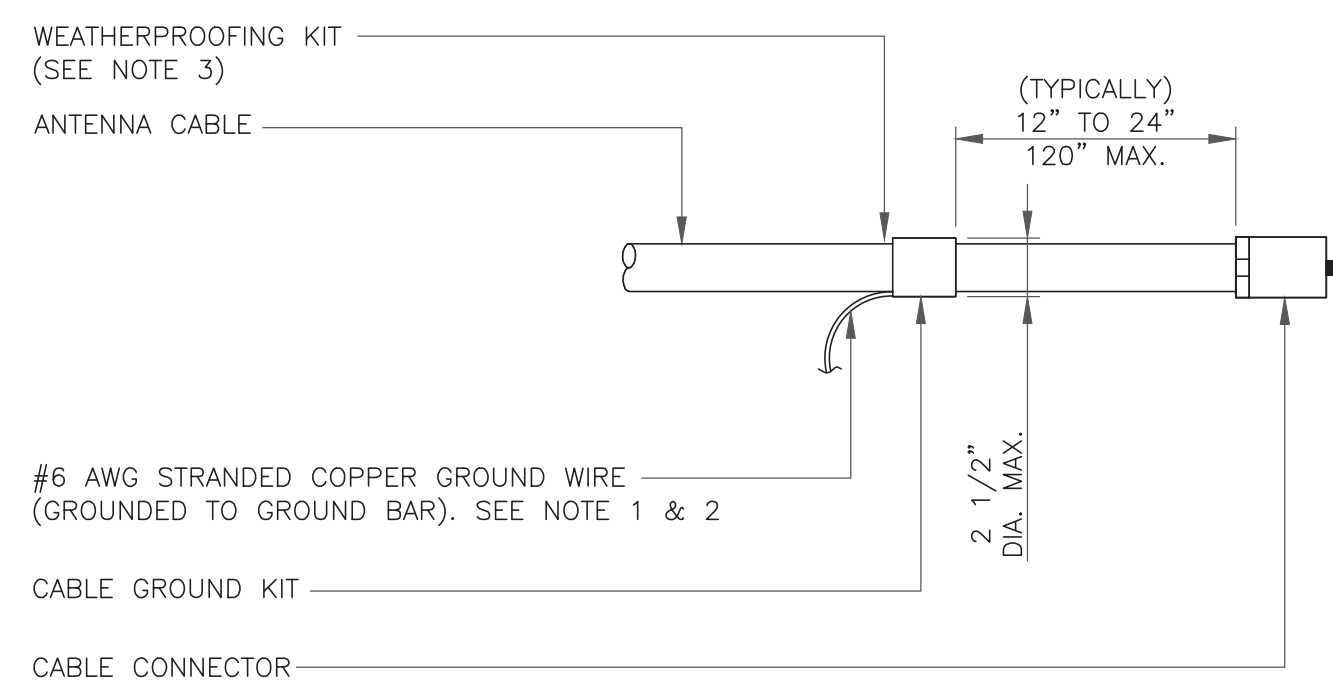
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NOTE:

1. ERICO EXOTHERMIC "MOLD TYPES" SHOWN HERE ARE EXAMPLES. CONSULT WITH CONSTRUCTION MANAGER FOR SPECIFIC MOLDS TO BE USED FOR THIS PROJECT.
2. MOLD TYPE ONLY TO BE USED BELOW GRADE WHEN CONNECTING GROUND RING TO GROUND ROD.

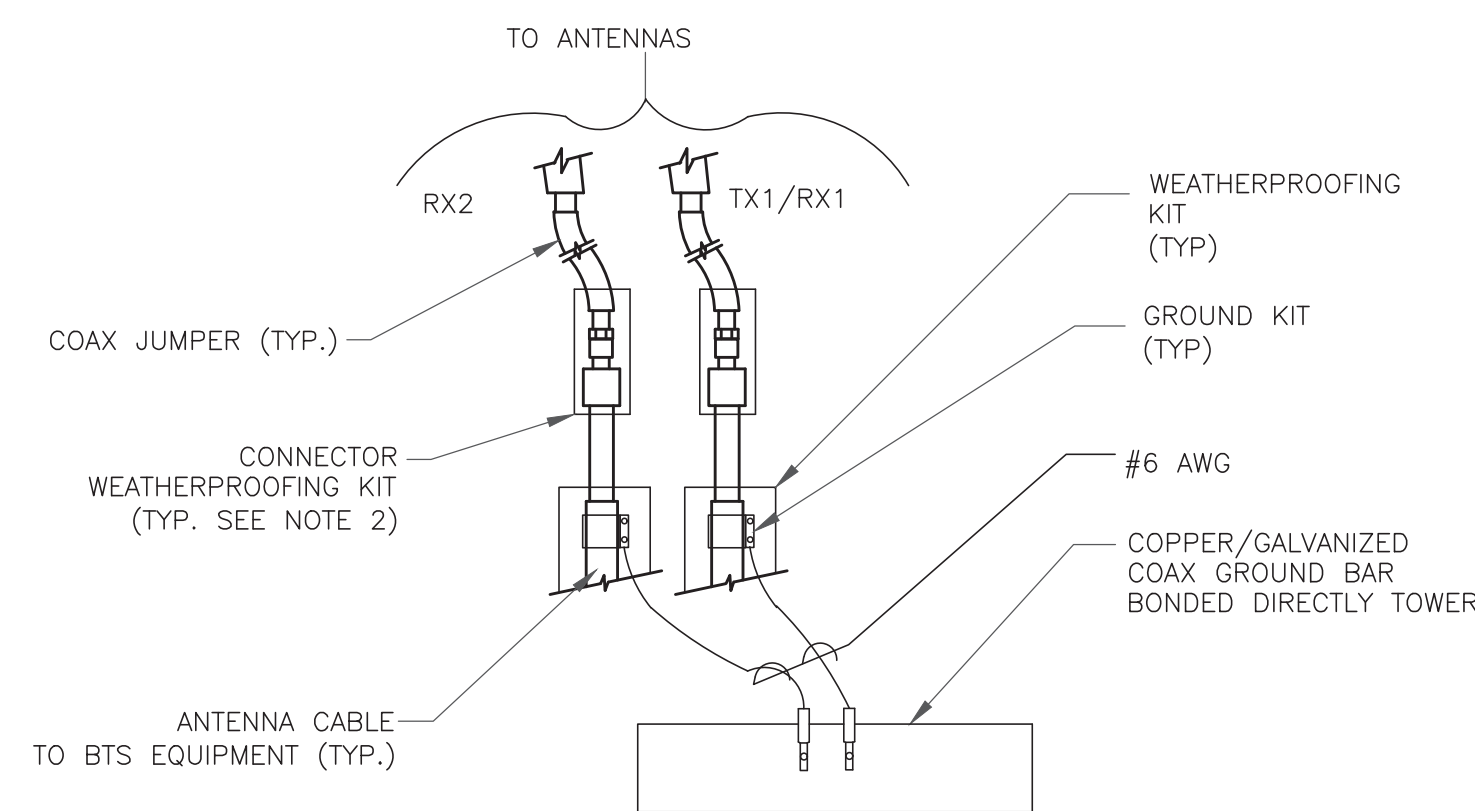
1 CADWELD GROUNDING CONNECTIONS
SCALE: NOT TO SCALE



NOTES:

1. DO NOT INSTALL CABLE GROUND KIT AT A BEND AND ALWAYS DIRECT GROUND WIRE DOWN TO GROUND BAR.
2. GROUNDING KIT SHALL BE TYPE AND PART NUMBER AS SUPPLIED OR RECOMMENDED BY CABLE MANUFACTURER.
3. WEATHER PROOFING SHALL BE TWO-PART TAPE KIT. COLD SHRINK SHALL NOT BE USED.

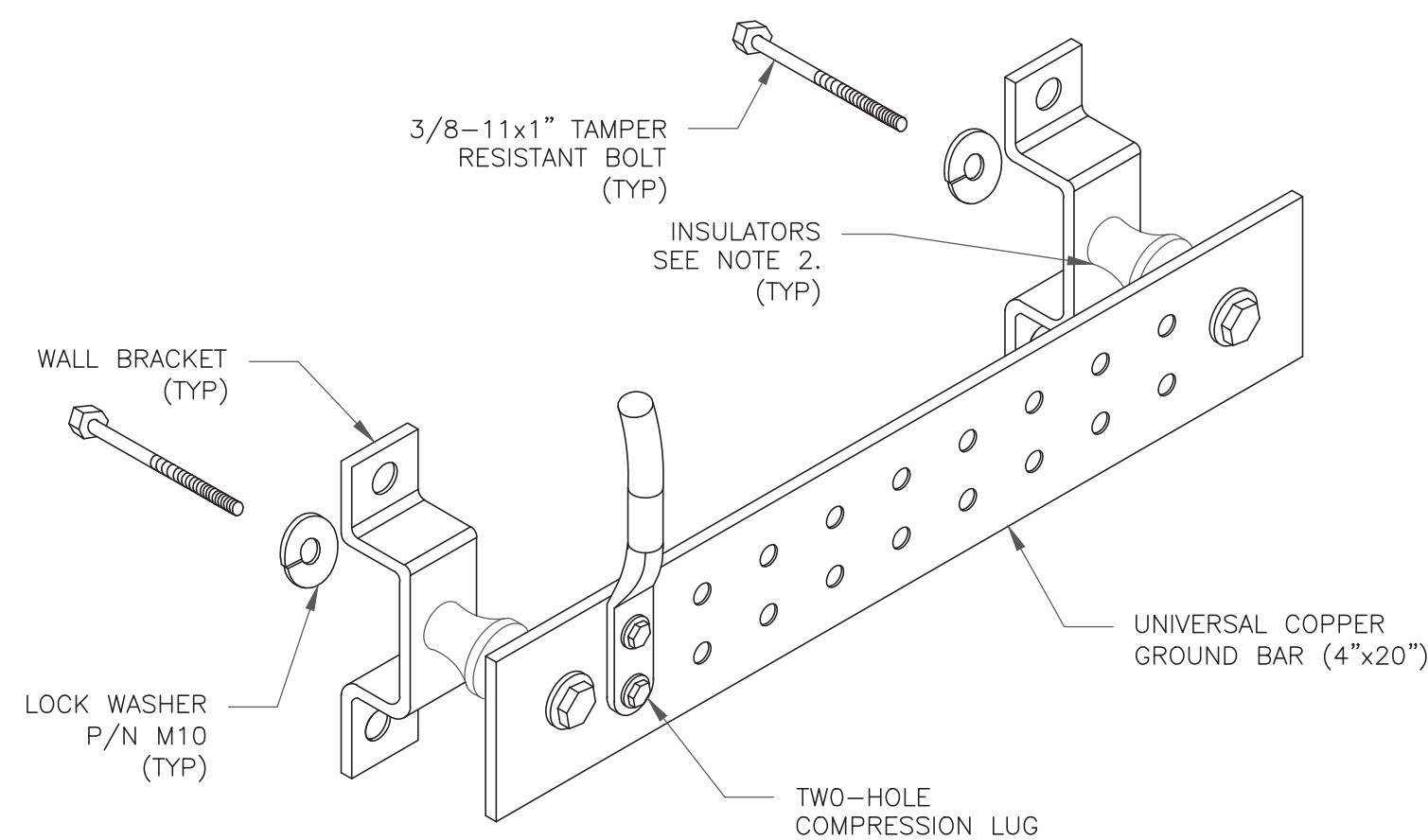
3 CABLE GROUND KIT CONNECTION
SCALE: NOT TO SCALE



NOTES:

1. DO NOT INSTALL CABLE GROUND KIT AT A BEND AND ALWAYS DIRECT GROUND WIRE DOWN TO ANTENNA GROUND BAR.
2. WEATHER PROOFING SHALL BE TWO-PART TAPE KIT. COLD SHRINK SHALL NOT BE USED.

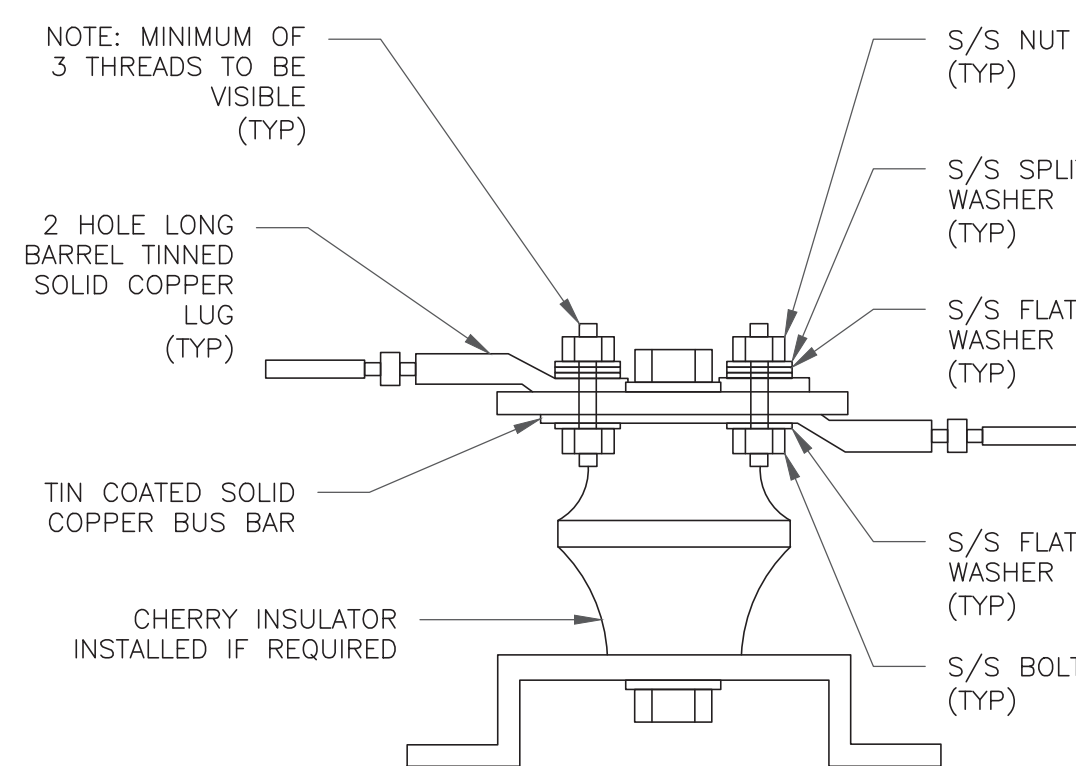
4 GROUND CABLE CONNECTION
SCALE: NOT TO SCALE



NOTES:

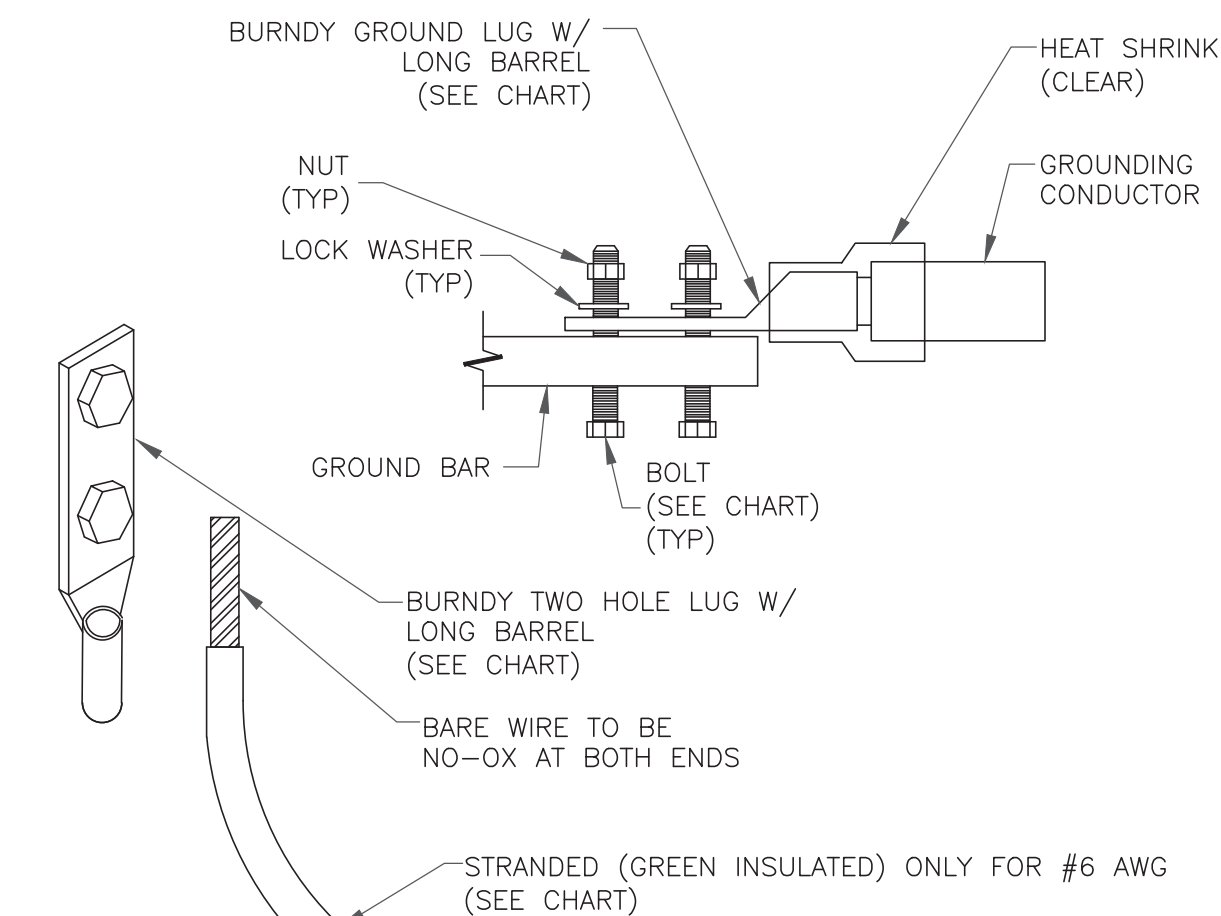
1. DOWN LEAD (HOME RUN) CONDUCTORS ARE NOT TO BE INSTALLED ON CROWN CASTLE USA INC. TOWER, PER THE GROUNDING DOWN CONDUCTOR POLICY QAS-STD-10091. NO MODIFICATION OR DRILLING TO TOWER STEEL IS ALLOWED IN ANY FORM OR FASHION. CAD-WELDING ON THE TOWER AND/OR IN THE AIR ARE NOT PERMITTED.
2. OMIT INSULATOR WHEN MOUNTING TO TOWER STEEL OR PLATFORM STEEL. USE INSULATORS WHEN ATTACHING TO BUILDING OR SHELTERS.

6 GROUND BAR DETAIL
SCALE: NOT TO SCALE



7 LUG DETAIL
SCALE: NOT TO SCALE

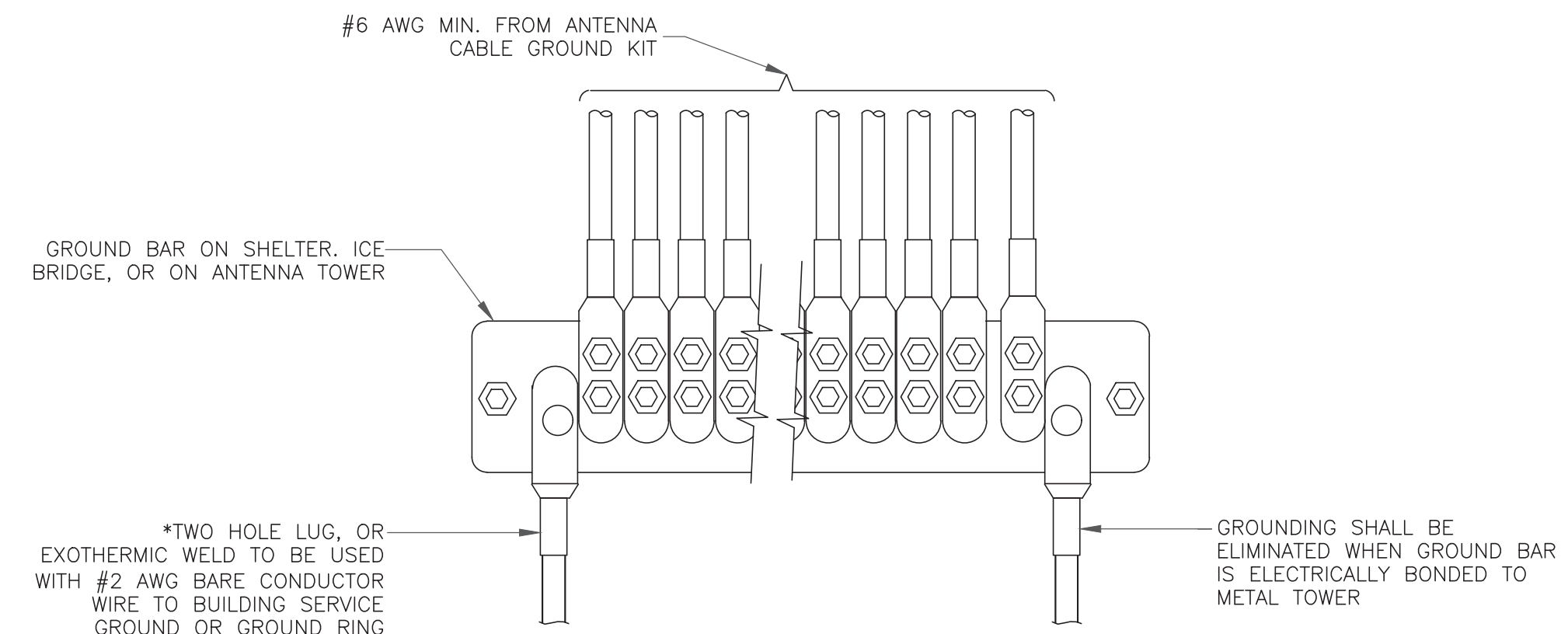
WIRE SIZE	BURNDY LUG	BOLT SIZE
#6 AWG GREEN INSULATED	YA6C-2TC38	3/8" - 16 NC S 2 BOLT
#2 AWG SOLID TINNED	YA3C-2TC38	3/8" - 16 NC S 2 BOLT
#2 AWG STRANDED	YA2C-2TC38	3/8" - 16 NC S 2 BOLT
#2/0 AWG STRANDED	YA26-2TC38	3/8" - 16 NC S 2 BOLT
#4/0 AWG STRANDED	YA28-2N	1/2" - 16 NC S 2 BOLT



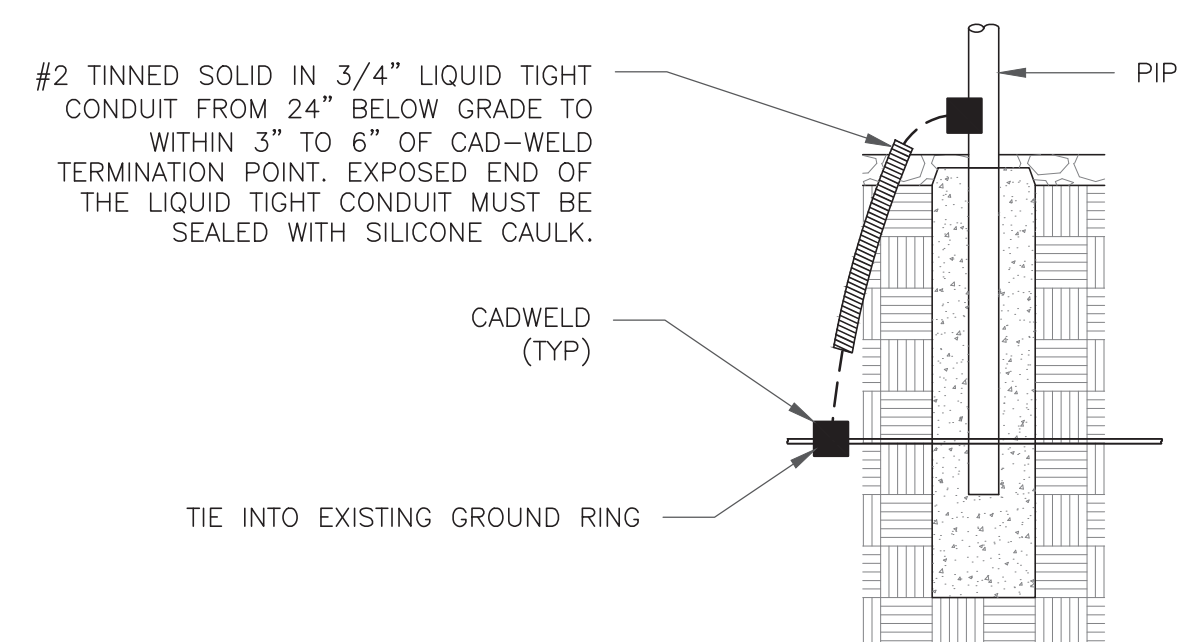
NOTES:

1. ALL GROUNDING LUGS ARE TO BE INSTALLED PER MANUFACTURER'S SPECIFICATIONS. ALL HARDWARE BOLTS, NUTS, LOCK WASHERS SHALL BE STAINLESS STEEL. ALL HARDWARE ARE TO BE AS FOLLOWS: BOLT, FLAT WASHER, GROUND BAR, GROUND LUG, FLAT WASHER AND NUT.

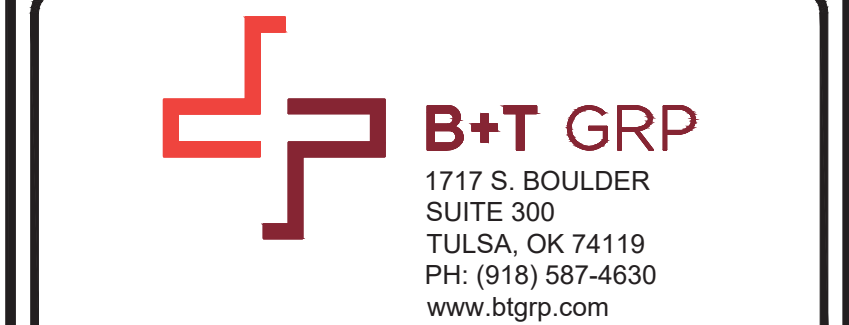
2 MECHANICAL LUG CONNECTION
SCALE: NOT TO SCALE



5 GROUNDWIRE INSTALLATION
SCALE: NOT TO SCALE



8 TRANSITIONING GROUND DETAIL
SCALE: NOT TO SCALE



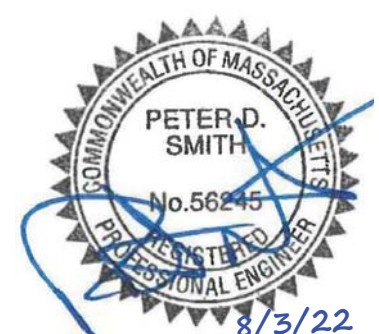
T-MOBILE SITE NUMBER: **4HY0568A**

BU #: **841273**
TRURO

344 ROUTE 6
NORTH TRURO, MA
02652

EXISTING
170'-0" SELF SUPPORT
TOWER

ISSUED FOR:				
REV	DATE	DRWN	DESCRIPTION	DES./QA
A	7/22/22	YX	PRELIMINARY REVIEW	CV
0	8/3/22	YX	CONSTRUCTION	LR



B&T ENGINEERING, INC.

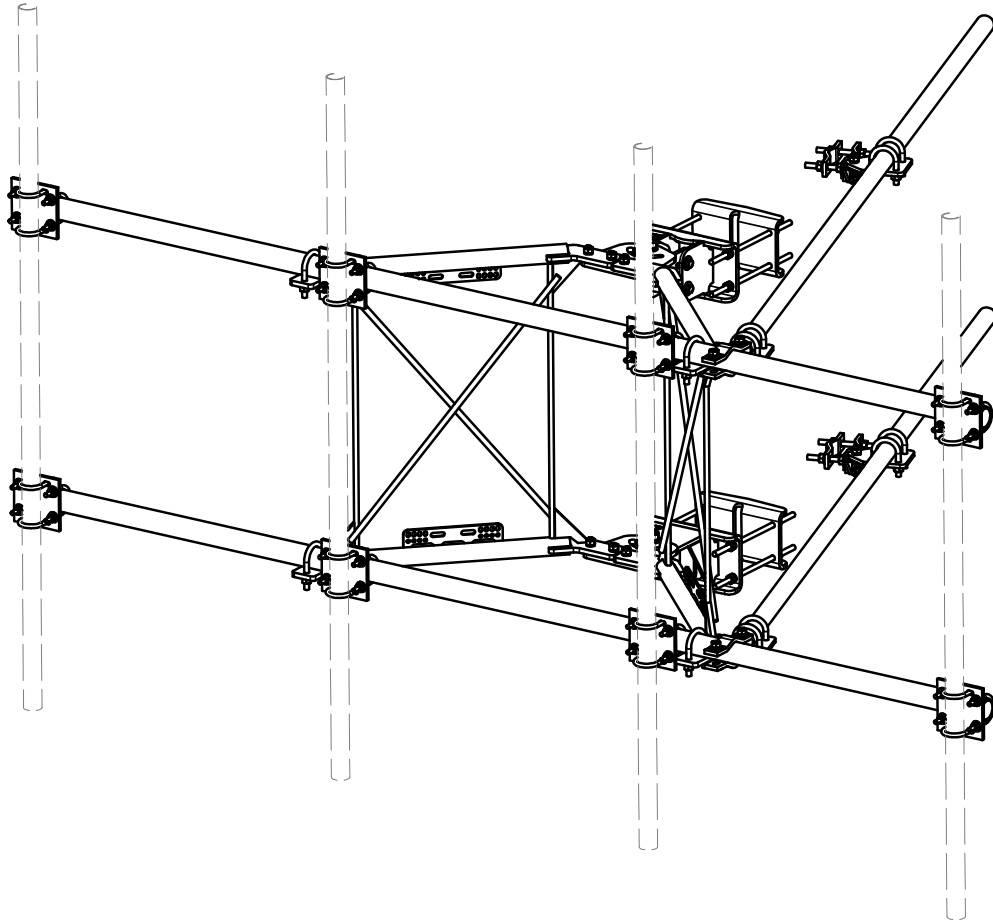
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SHEET NUMBER:

G-3

REVISION:

0



PARTS LIST						
ITEM	QTY	PART NO.	PART DESCRIPTION	LENGTH	UNIT WT.	NET WT.
1	2	X-VFAW	SUPPORT ARM		71.41	142.81
2	1	X-HDCAMTBW	CLAMP WELDMENT FOR BCAM-HD		33.86	33.86
3	1	X-MHTPHD	MULTI-HOLE TAPER PLATE WELDMENT		36.24	36.24
4	2	X-VFAPL4	VFA-HD PIVOT PLATE	12 in	15.88	31.77
5	2	X-LCBP4	BENT BACKING PLATE	13 in	19.00	38.01
6	1	X-HDCAMSS	ANGLE ADJUSTMENT WELDMENT FOR BCAM-HD		16.39	16.39
7	4	X-SPTB	SLIDING PIPE TIE BACK PLATE	5 1/2 in	5.87	23.49
8	1	X-HDCAMSP	POSITIONING PLATE WELDMENT FOR BCAM-HD		2.58	2.58
9	4	X-TBCA	TIE BACK CLIP ANGLE		2.01	8.02
10	8	SCX2	CROSSOVER PLATE	7 in	4.80	38.37
11	4	MCP	CLAMP HALF 1/2" THICK, 11-5/8" LONG	12 1/16 in	3.59	14.37
12	8	DCP	1/2" THICK, 5-3/4" CTR TO CENTER CLAMP HALF	8 1/8 in	2.36	18.90
13	2	P2126	2-3/8" X 126" (2" SCH. 40) GALVANIZED PIPE	126 in	40.75	81.50
14	2	P30150	2-7/8" X 150" (2-1/2" SCH. 40) GALVANIZED PIPE	150 in	76.94	153.87
15	4	A34212	3/4" x 2-1/2" UNC HEX BOLT (A325)	2 1/2 in	0.48	1.92
16	4	G34FW	3/4" HDG USS FLATWASHER		0.06	0.24
17	4	G34LW	3/4" HDG LOCKWASHER		0.04	0.17
18	4	G34NUT	3/4" HDG HEAVY 2H HEX NUT		0.21	0.85
19	8	G58R-18	5/8" x 18" THREADED ROD (HDG.)	18 in	0.40	3.19
20	4	G58R-12	5/8" x 12" THREADED ROD (HDG.)		1.05	4.18
21	4	G58R-8	5/8" x 8" THREADED ROD (HDG.)		0.70	2.79
22	4	X-UB5300	5/8" X 3" X 5-1/4" X 2-1/2" U-BOLT (HDG.)		1.15	4.60
23	8	X-UB5258	5/8" X 2-5/8" X 4-1/2" X 2" U-BOLT (HDG.)		1.00	8.00
24	2	G5807	5/8" x 7" HDG HEX BOLT GR5 FULL THREAD	7 in	0.70	1.41
25	1	G5806	5/8" x 6" HDG HEX BOLT GR5 FULL THREAD	6 in	0.62	0.62
26	8	G5804	5/8" x 4" HDG HEX BOLT GR5		0.44	3.55
27	4	G5802	5/8" x 2" HDG HEX BOLT GR5		0.27	1.08
28	8	A582114	5/8" x 2-1/4" HDG A325 HEX BOLT	2 1/4 in	0.31	2.50
29	25	G58FW	5/8" HDG USS FLATWASHER	1/8 in	0.07	1.76
30	66	G58LW	5/8" HDG LOCKWASHER		0.03	1.72
31	71	G58NUT	5/8" HDG HEAVY 2H HEX NUT		0.13	9.22
32	32	X-UB1300	1/2" X 3" X 5" X 2" GALV U-BOLT		0.74	23.64
33	16	X-UB1212	1/2" X 2" X 3" X 1-1/4" U-BOLT (HDG.)		0.60	9.56
34	64	G12FW	1/2" HDG USS FLATWASHER	3/32 in	0.03	2.18
35	64	G12LW	1/2" HDG LOCKWASHER	1/8 in	0.01	0.89
36	64	G12NUT	1/2" HDG HEAVY 2H HEX NUT		0.07	4.58
					TOTAL WT. #	738.06

REV	DESCRIPTION OF REVISIONS	CPD	BY	DATE
D	UPDATED BCAM VERSION 1 TO BCAM VERSION 2		CEK	6/29/2018
C	UPDATED PIN LEG CONNECTION TO B-CAM CONNECTION		CEK	12/7/2017
B	CHANGED TIE-BACK BACK CONNECTION		CEK	7/31/2017
A	CHANGED TIE-BACK FRONT CONNECTION		CEK	2/2/2017

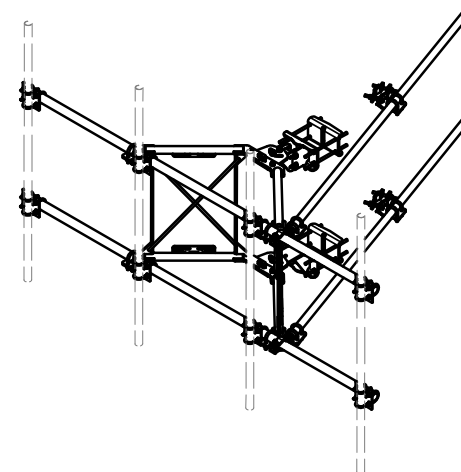
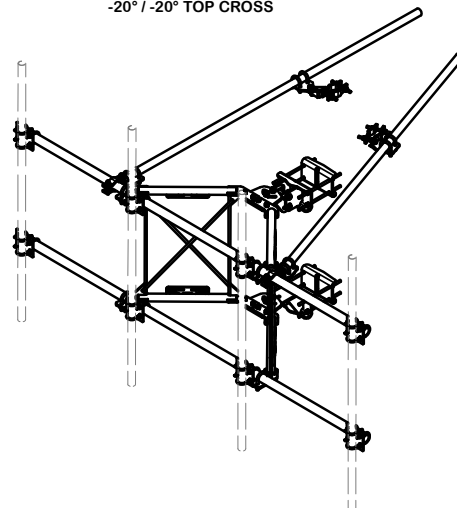
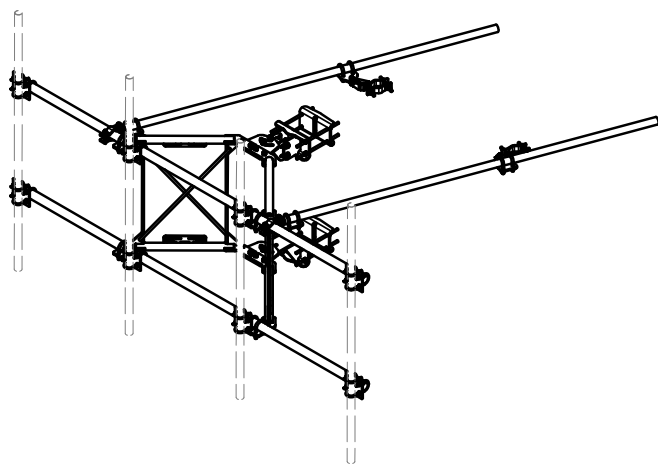
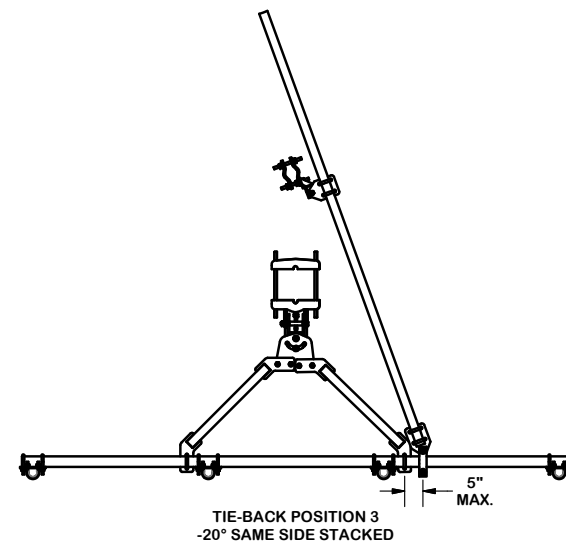
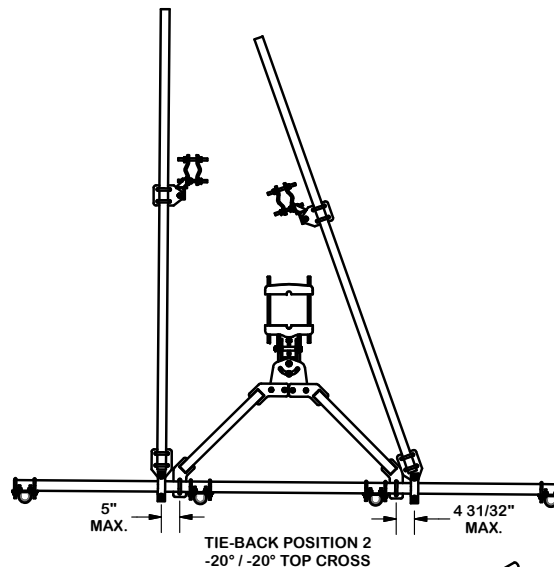
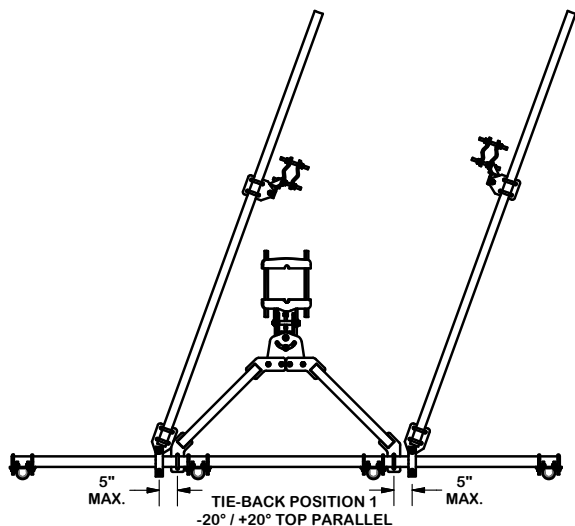
TOLERANCE NOTES
**TOLERANCES ON DIMENSIONS, UNLESS OTHERWISE NOTED ARE:
 SAWED, SHEARED AND GAS CUT EDGES ($\pm 0.030"$)
 DRILLED AND GAS CUT HOLES ($\pm 0.030"$) - NO CONING OF HOLES
 LASER CUT EDGES AND HOLES ($\pm 0.010"$) - NO CONING OF HOLES
 BENDS ARE $\pm 1/2$ DEGREE
 ALL OTHER MACHINING ($\pm 0.030"$)
 ALL OTHER ASSEMBLY ($\pm 0.060"$)**

PROPRIETARY NOTE:
 THE DATA AND TECHNIQUES CONTAINED IN THIS DRAWING ARE PROPRIETARY INFORMATION OF VALMONT INDUSTRIES AND CONSIDERED A TRADE SECRET. ANY USE OR DISCLOSURE WITHOUT THE CONSENT OF VALMONT INDUSTRIES IS STRICTLY PROHIBITED.

DESCRIPTION		12' 6" HEAVY DUTY V-FRAME ASSEMBLY WITH TWO STIFF ARMS	
CPD NO.	DRAWN BY	ENG. APPROVAL	
	CEK 1/25/2017		
CLASS	SUB	DRAWING USAGE	CHECKED BY
81	02	CUSTOMER	BMC 12/13/2017

 A valmont COMPANY	Locations: New York, NY Atlanta, GA Los Angeles, CA Plymouth, IN Salem, OR Dallas, TX
	Engineering Support Team: 1-888-753-7446
PART NO.	VFA12-HD
DWG. NO.	VFA12-HD

TIE-BACK POSITIONS



REV	DESCRIPTION OF REVISIONS	CPD	BY	DATE
D	UPDATED BCAM VERSION 1 TO BCAM VERSION 2		CEK	6/29/2018
C	UPDATED PIN LEG CONNECTION TO B-CAM CONNECTION		CEK	12/7/2017
B	CHANGED TIE-BACK BACK CONNECTION		CEK	7/31/2017
A	CHANGED TIE-BACK FRONT CONNECTION		CEK	2/2/2017

REVISION HISTORY

TOLERANCE NOTES

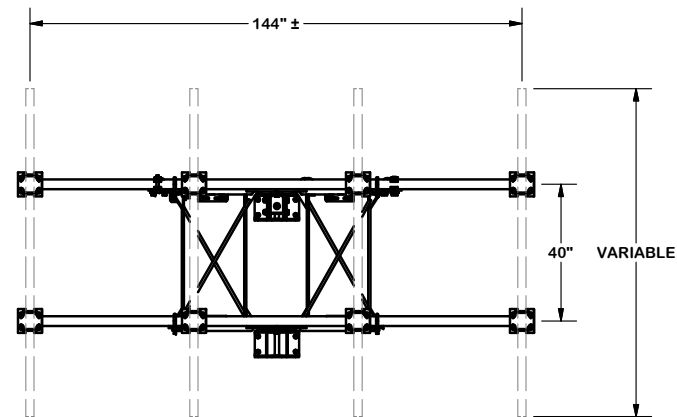
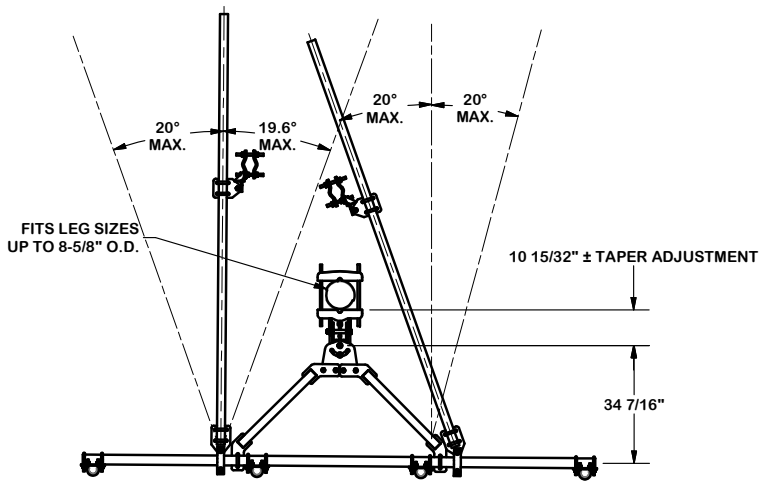
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 BENDS ARE $\pm 1/2$ DEGREE
 ALL OTHER MACHINING ($\pm 0.030"$)
 ALL OTHER ASSEMBLY ($\pm 0.060"$)

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DESCRIPTION
 12' 6" HEAVY DUTY
 V-FRAME ASSEMBLY
 WITH TWO STIFF ARMS

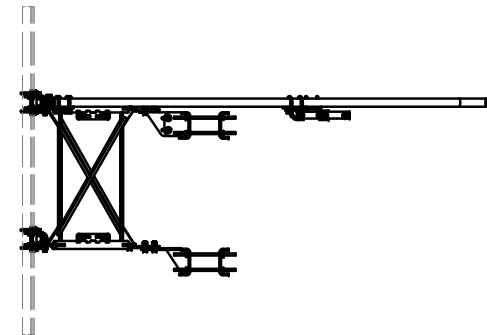
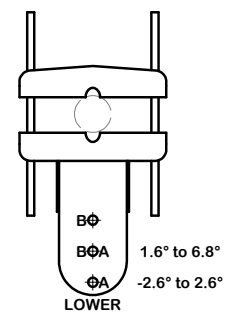
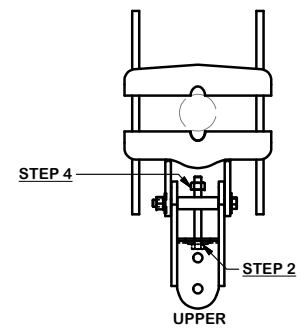
CPD NO.	DRAWN BY	ENG. APPROVAL
	CEK 1/25/2017	
CLASS	DRAWING USAGE	CHECKED BY
81	CUSTOMER	BMC 12/13/2017

<p>A valmont COMPANY</p>	Locations: New York, NY Atlanta, GA Los Angeles, CA Plymouth, IN Salem, OR Dallas, TX
	Engineering Support Team: 1-888-753-7446
PART NO.	VFA12-HD
DWG. NO.	VFA12-HD



ANGLE CALIBRATING PROCEDURE:

1. MEASURE TOWER TAPER AND PICK LOWER BRACKET HOLE:
 - HOLE A = -2.6° TO 2.6°
 - HOLE B = 1.6° TO 6.8°
2. USE CALIBRATING BOLT TO ADJUST FRAME TO DESIRED TAPER
3. TORQUE LOCKING BOLTS TO 100 ft.-lbs.
4. ADVANCE LOCKING NUT TO POSITIONING PLATE, THEN TIGHTEN.



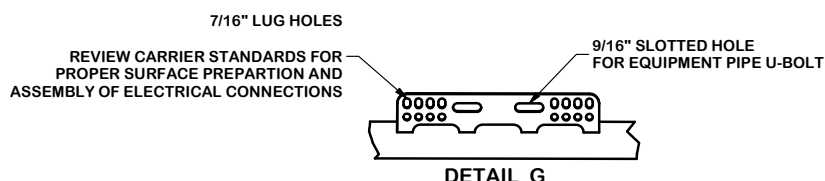
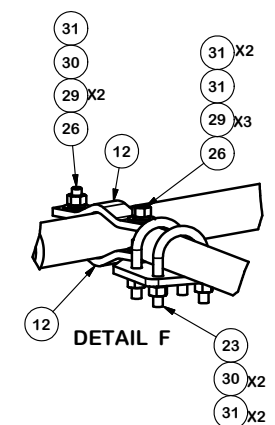
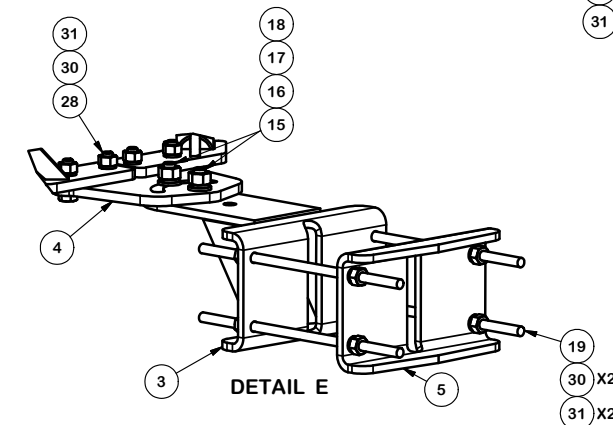
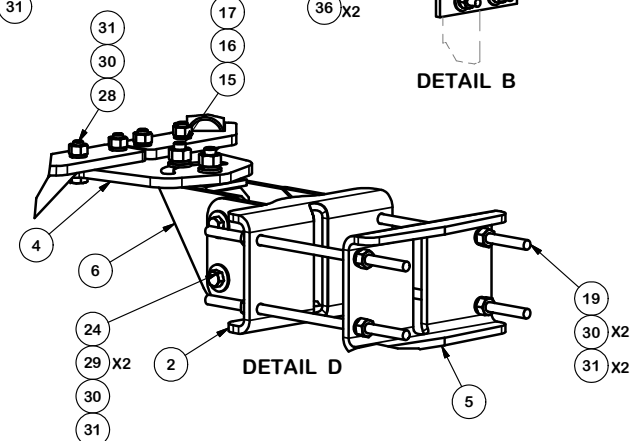
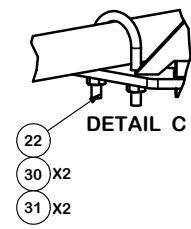
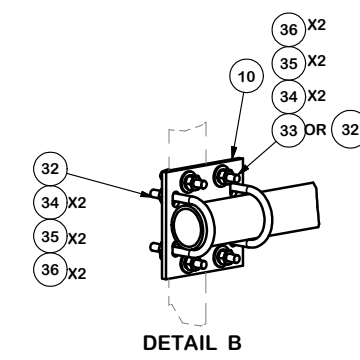
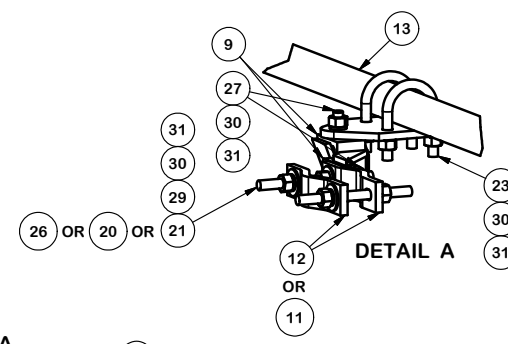
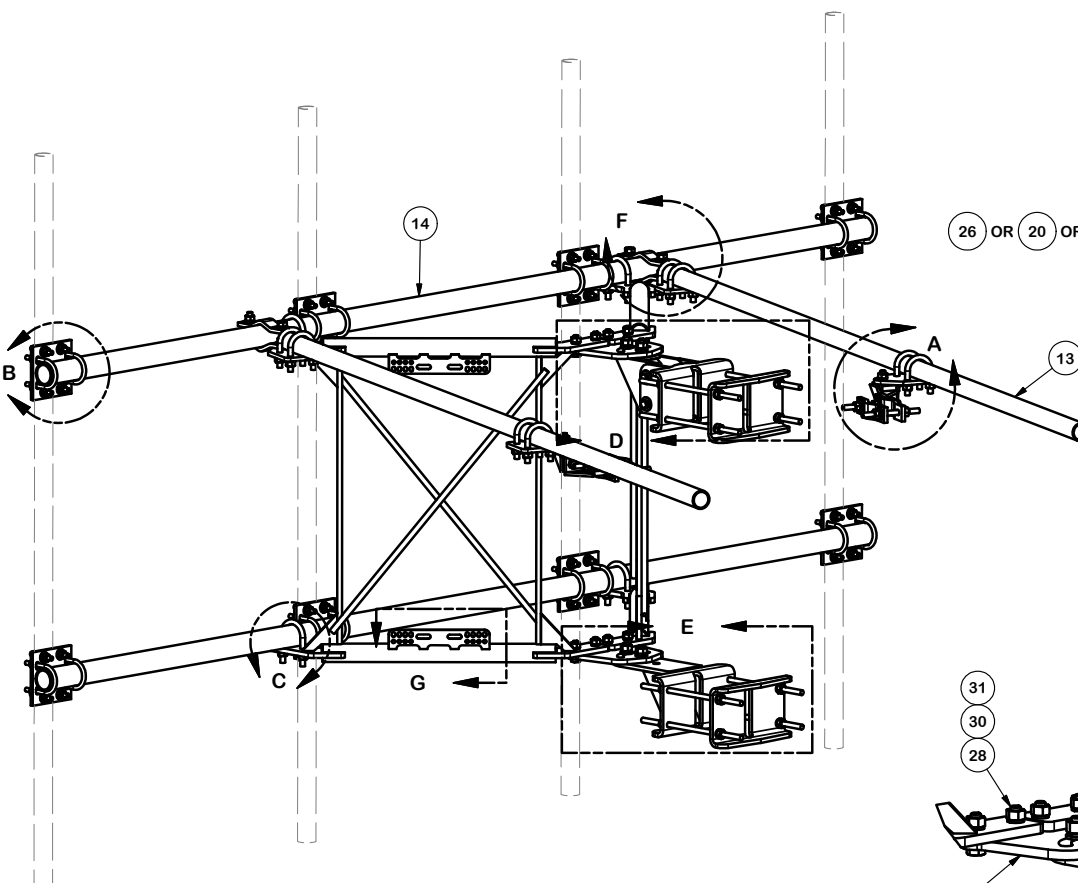
REV	DESCRIPTION OF REVISIONS	CPD	BY	DATE
D	UPDATED BCAM VERSION 1 TO BCAM VERSION 2		CEK	6/29/2018
C	UPDATED PIN LEG CONNECTION TO B-CAM CONNECTION		CEK	12/7/2017
B	CHANGED TIE-BACK BACK CONNECTION		CEK	7/31/2017
A	CHANGED TIE-BACK FRONT CONNECTION		CEK	2/2/2017
REVISION HISTORY				

TOLERANCE NOTES
 TOLERANCES ON DIMENSIONS, UNLESS OTHERWISE NOTED ARE:
 SAWED, SHEARED AND GAS CUT EDGES ($\pm 0.030"$)
 DRILLED AND GAS CUT HOLES ($\pm 0.030"$) - NO CONING OF HOLES
 LASER CUT EDGES AND HOLES ($\pm 0.010"$) - NO CONING OF HOLES
 BENDS ARE $\pm 1/2$ DEGREE
 ALL OTHER MACHINING ($\pm 0.030"$)
 ALL OTHER ASSEMBLY ($\pm 0.060"$)

PROPRIETARY NOTE:
 THE DATA AND TECHNIQUES CONTAINED IN THIS DRAWING ARE PROPRIETARY INFORMATION OF VALMONT INDUSTRIES AND CONSIDERED A TRADE SECRET. ANY USE OR DISCLOSURE WITHOUT THE CONSENT OF VALMONT INDUSTRIES IS STRICTLY PROHIBITED.

DESCRIPTION		12' 6" HEAVY DUTY V-FRAME ASSEMBLY WITH TWO STIFF ARMS	
CPD NO.	DRAWN BY	ENG. APPROVAL	
	CEK 1/25/2017		
CLASS	SUB	DRAWING USAGE	CHECKED BY
81	02	CUSTOMER	BMC 12/13/2017

 A valmont COMPANY	Locations: New York, NY Atlanta, GA Los Angeles, CA Plymouth, IN Salem, OR Dallas, TX	
	Engineering Support Team: 1-888-753-7446	
PART NO.	VFA12-HD	3 OF 5
DWG. NO.	VFA12-HD	



REV	DESCRIPTION OF REVISIONS	CPD	BY	DATE
D	UPDATED BCAM VERSION 1 TO BCAM VERSION 2		CEK	6/29/2018
C	UPDATED PIN LEG CONNECTION TO B-CAM CONNECTION		CEK	12/7/2017
B	CHANGED TIE-BACK BACK CONNECTION		CEK	7/31/2017
A	CHANGED TIE-BACK FRONT CONNECTION		CEK	2/2/2017
REVISION HISTORY				

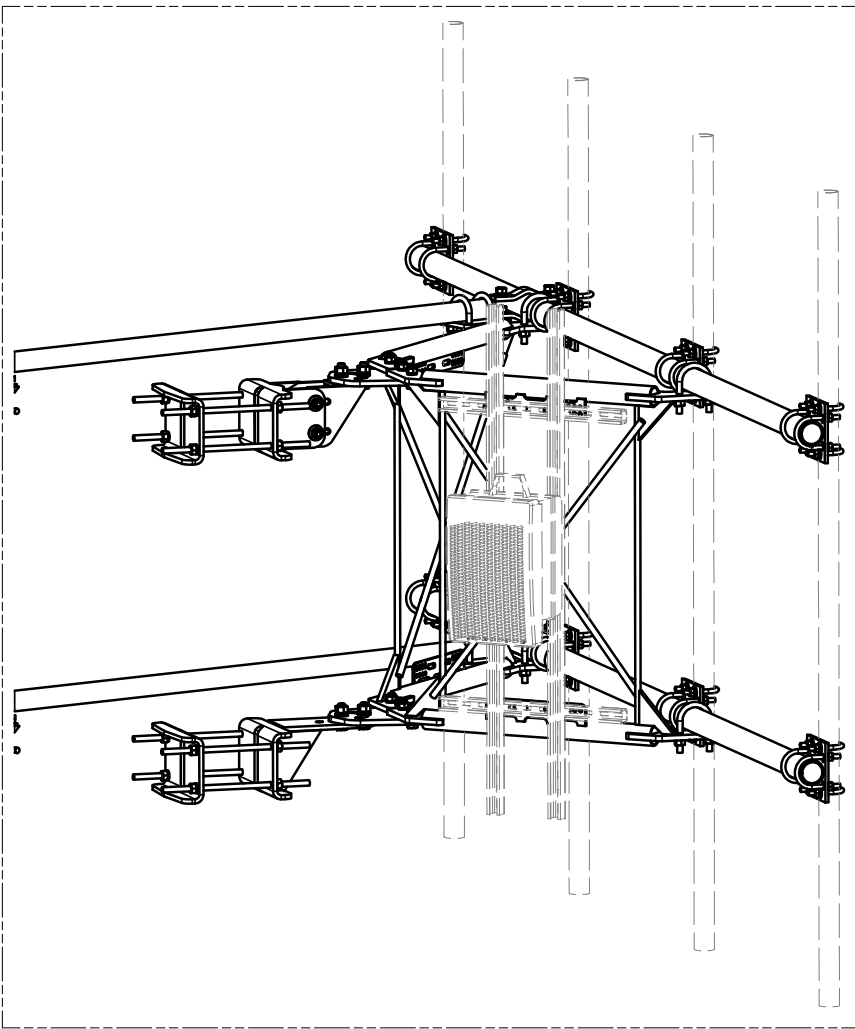
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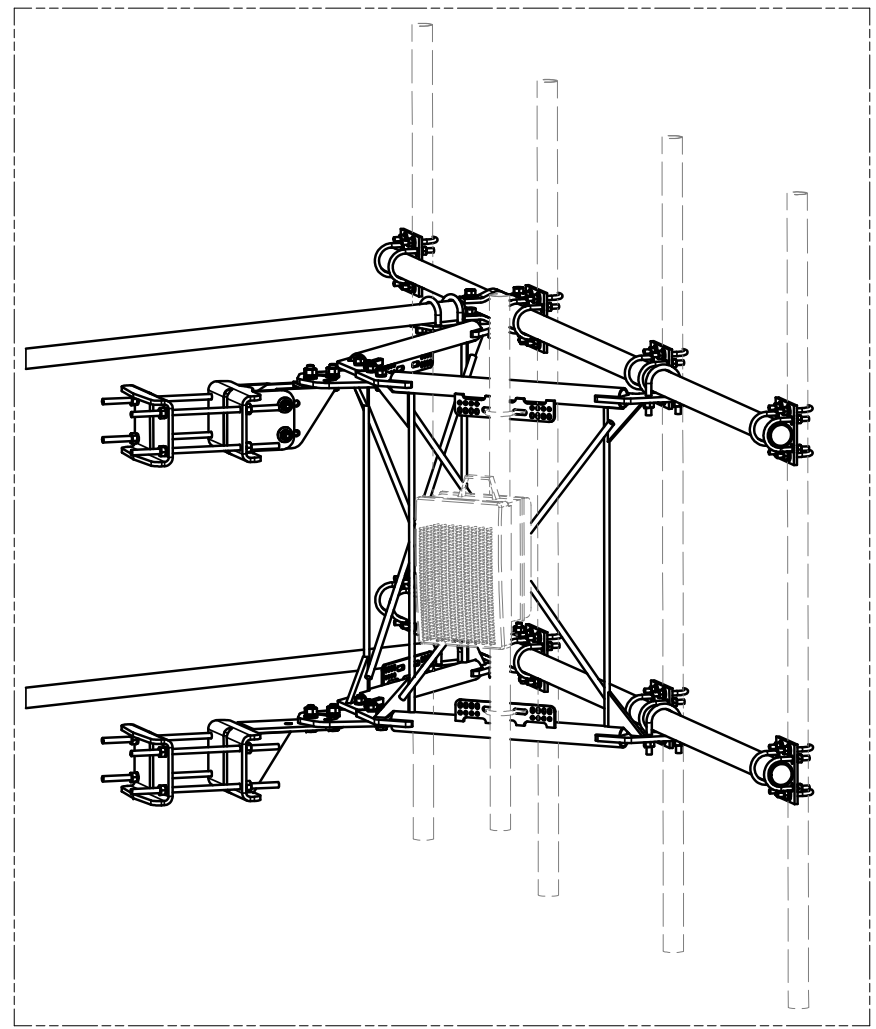
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CPD NO.	DRAWN BY	ENG. APPROVAL	
	CEK 1/25/2017		
CLASS	SUB	DRAWING USAGE	CHECKED BY
81	02	CUSTOMER	BMC 12/13/2017

 A valmont COMPANY	Locations: New York, NY Atlanta, GA Los Angeles, CA Plymouth, IN Salem, OR Dallas, TX	
	Engineering Support Team: 1-888-753-7446	
PART NO.	VFA12-HD	4 OF 5
DWG. NO.	VFA12-HD	



UNISTRUT AND HARDWARE
SOLD SEPARATELY.

REQUIRES 3/8" HARDWARE



EQUIPMENT PIPE AND HARDWARE
SOLD SEPARATELY.

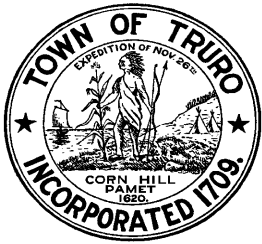
REQUIRES 1/2" HARDWARE
AND 2-3/8" TO 4-1/2" O.D. PIPE

REV	DESCRIPTION OF REVISIONS	CPD	BY	DATE
D	UPDATED BCAM VERSION 1 TO BCAM VERSION 2		CEK	6/29/2018
C	UPDATED PIN LEG CONNECTION TO B-CAM CONNECTION		CEK	12/7/2017
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REVISION HISTORY				

TOLERANCE NOTES	
<p>TOLERANCES ON DIMENSIONS, UNLESS OTHERWISE NOTED ARE: SAWED, SHEARED AND GAS CUT EDGES ($\pm 0.030"$) DRILLED AND GAS CUT HOLES ($\pm 0.030"$) - NO CONING OF HOLES LASER CUT EDGES AND HOLES ($\pm 0.010"$) - NO CONING OF HOLES BENDS ARE $\pm 1/2$ DEGREE ALL OTHER MACHINING ($\pm 0.030"$) ALL OTHER ASSEMBLY ($\pm 0.060"$)</p>	
<p><small>PROPRIETARY NOTE: THE DATA AND TECHNIQUES CONTAINED IN THIS DRAWING ARE PROPRIETARY INFORMATION OF VALMONT INDUSTRIES AND CONSIDERED A TRADE SECRET. ANY USE OR DISCLOSURE WITHOUT THE CONSENT OF VALMONT INDUSTRIES IS STRICTLY PROHIBITED.</small></p>	

DESCRIPTION	
<p>12' 6" HEAVY DUTY V-FRAME ASSEMBLY WITH TWO STIFF ARMS</p>	
CPD NO.	DRAWN BY
	CEK 1/25/2017
CLASS	DRAWING USAGE
81	CUSTOMER
SUB	CHECKED BY
02	BMC 12/13/2017

SITE PRO 1	
<p>A valmont COMPANY</p>	
<p>Locations: New York, NY Atlanta, GA Los Angeles, CA Plymouth, IN Salem, OR Dallas, TX</p>	
<p>Engineering Support Team: 1-888-753-7446</p>	
PART NO.	VFA12-HD
DWG. NO.	VFA12-HD



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: August 23, 2022

ITEM: Approval of Entertainment Licenses for Sunday Entertainment Vinegrass at Truro Vineyards

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

- Vinegrass Festival at Truro Vineyards, 11 Shore Rd, October 2, 12:00 pm-6:00pm, live amplified music.

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

There currently is a non-profit rate of 50% reduction off the first license fee, then 75% thereafter.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Entertainment will not be held for this non-profit enrichment event.

SUGGESTED ACTION: *MOTION TO approve Entertainment License for*

- Vinegrass at Truro Vineyards, 11 Shore Rd, October 2, 12:00pm-6:00pm, live amplified music.

And authorize the Chair to sign the applications.

ATTACHMENTS:

1. One Day Entertainment Application- Vinegrass

RCVD 2022JUL26 PM1:40

ADMINISTRATIVE OFFICE
TOWN OF TRURO



TOWN OF TRURO

Licensing Department

PO Box 2030, Truro, MA 02666

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

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

Application for an Entertainment License

Weekday Saturday *Sunday

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

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

BUSINESS/ORGANIZATION INFORMATION

Pete Fasano

Vinegrass Corporation

Name of Applicant

Business/Organization Name

12 Cove Road Orleans MA 02653

Mailing Address of Business/Organization

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

Yes

No

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

Pete Fasano



petefasano@vinegrass.org

Contact Person

Phone Number

Email

INDIVIDUAL APPLICANT INFORMATION

Individual's Name

Mailing Address

Phone Number

Email Address

EVENT INFORMATION

Sunday Oct 2nd 2022

Annual Fundraiser

Day (s)/Date (s) of Event for License to be issued

Purpose of Event (example: fundraiser)

Hours of Event (from - to) Gates open at 11, Music runs 12-6

Truro Vineyards 11 Shore Rd North Truro

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

Location (Must provide facility name, if any, street number and name)

Roberts Family

Property Owner Name and Address

Phone number

Seating Capacity: 1,000

Occupancy Number: 1,000

Name of Caterer (if applicable)

Approximate number of people attending 750

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
(4) Bands, fiddle, bass, guitar, banjo,

Number of Musicians & Instruments (Type) _____

Amplified System: Yes No

Shows: Theater Movies Floor Show Light Show
 No Show

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

Applicant's Signature

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


Signature

7.26.22
Date

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

Office Use Only

Fee \$50.00

APPROVAL

License No _____

Select Board _____ Meeting Date _____

Police Department _____ Date _____

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

Will an admission fee be collected? Yes No

Will there be a One Day Alcohol License Yes No

Will there be Police Traffic Control? Yes No

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

ENTERTAINMENT INFORMATION

Type of Entertainment: Please check the appropriate boxes.

Dancing: By Patron By Entertainers No Dancing

Music: Recorded Juke Box Live No Music
 (4) Bands, fiddle, bass, guitar, banjo,

Number of Musicians & Instruments (Type)
 Amplified System: Yes No

Shows: Theater Movies Floor Show Light Show
 No Show

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

Applicant's Signature

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


Signature

7.26
Date

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

Office Use Only

Fee \$50.00

APPROVAL

License No _____

Select Board _____

Meeting Date

Police Department _____

Date

8/10/2022

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

**THE COMMONWEALTH OF MASSACHUSETTS
OF**



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

LICENSE

For

PUBLIC ENTERTAINMENT ON SUNDAY

The Name of the Establishment is TRUCK VINEYARDS in or on the property at No. _____
11 SHORE RD NORTH TRUCK, MA (address)

The Licensee or Authorized representative, _____ in

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

DATE	TIME	Proposed dancing or game, sport, fair, exposition, play, entertainment or public diversion
10/2	11-6	MUSIC FESTIVAL - 8TH ANNUAL VINEYARDS MUSIC FESTIVAL

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

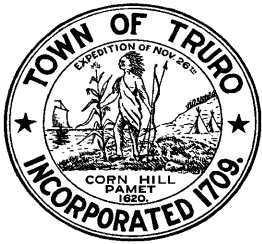
Fees per occurrence (Individual Sunday(s)): Regular Hours (Sunday 1:00pm – Midnight): \$2.00 Special Hours (Sunday 12:00 am- Midnight): \$5.00. Annual Fee (For Operating on every Sunday in calendar year): Regular Hours (Sunday 1:00pm – Midnight): \$50.00 Special Hours (Sunday 12:00 am- Midnight): \$100.00

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

Do not write in this box

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

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



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: August 23, 2022

ITEM: Approval of Entertainment License for Sunday Entertainment at Truro Vineyards

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

- Grape Stomp at Truro Vineyards, 11 Shore Rd, October 2, 2:00 pm-6:00pm, live amplified music.

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

The completed Public Entertainment on a Sunday, State application is included, as there is a requirement to apply to the State through the Department of Public Safety with the noted time, date and type of entertainment for any Sunday entertainment held within the Commonwealth.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Entertainment will not be held for this fundraiser event.

SUGGESTED ACTION: *MOTION TO approve Entertainment License for*

- Grape Stomp at Truro Vineyards, 11 Shore Rd, October 2, 2:00pm-6:00pm, live amplified music.

And authorize the Chair to sign the applications.

ATTACHMENTS:

1. One Day Entertainment Application and Public Entertainment on a Sunday State application-Grape Stomp



TOWN OF TRURO

Licensing Department

PO Box 2030, Truro, MA 02666

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

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

Application for an Entertainment License

Weekday Saturday Sunday

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

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

BUSINESS/ORGANIZATION INFORMATION

Kristen Roberts

Truro Vineyards of Cape Cod

Name of Applicant

Business/Organization Name

PO Box 834 North Truro, MA 02652

Mailing Address of Business/Organization

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

Yes

No

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

Kristen Roberts

kristen@trurovineyardsofcapecod.com

Contact Person

Phone Number

Email

INDIVIDUAL APPLICANT INFORMATION

Individual's Name

Mailing Address

Phone Number

Email Address

EVENT INFORMATION

9/18/2022

Day (s)/Date (s) of Event for License to be issued

Purpose of Event (example: fundraiser)

Hours of Event (from - to) 2pm-6pm

Truro Vineyards 11 Shore Road North Truro, MA 02652

Event is: Indoor Outdoor Event

Location (Must provide facility name, if any, street number and name)

(Please check applicable box)

Kristen Roberts

Property Owner Name and Address

Phone number

Seating Capacity: _____

Occupancy Number: _____

Approximate number of people attending 800

Name of Caterer (if applicable)

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

Will an admission fee be collected? Yes No

Will there be a One Day Alcohol License Yes No

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

Will there be Police Traffic Control? Yes No

ENTERTAINMENT INFORMATION

Type of Entertainment: Please check the appropriate boxes.

Dancing: By Patron By Entertainers No Dancing

Music: Recorded Juke Box Live No Music

Number of Musicians & Instruments (Type) Live Band

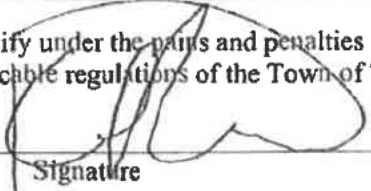
Amplified System: Yes No

Shows: Theater Movies Floor Show Light Show
 No Show

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

Applicant's Signature

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


Signature

7/29/2022
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

APPROVAL

License No _____

Select Board _____ Meeting Date _____

Police Department  Date 8/2/2022

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

THE COMMONWEALTH OF MASSACHUSETTS



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

Town _____ OF Truro _____

LICENSE

For
 PUBLIC ENTERTAINMENT ON SUNDAY

The Name of the Establishment is Truro Vineyards of Cape Cod in or on the property at No. 11 Shore Road North Truro, MA 02652 (address)

The Licensee or Authorized representative, Kristen Roberts in

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

DATE	TIME	Proposed dancing or game, sport, fair, exposition, play, entertainment or public diversion
9/18/2022	2-6pm	Band and Grape Stomp

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

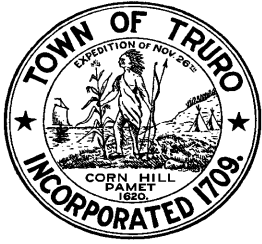
Fees per occurrence (Individual Sunday(s)): Regular Hours (Sunday 1:00pm – Midnight): \$2.00 Special Hours (Sunday 12:00 am- Midnight): \$5.00. Annual Fee (For Operating on every Sunday in calendar year): Regular Hours (Sunday 1:00pm – Midnight): \$50.00 Special Hours (Sunday 12:00 am- Midnight): \$100.00

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

Do not write in this box

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

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



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: August 23, 2022

ITEM: Application for an Entertainment License

EXPLANATION: Kristi Wageman of Captain's Choice has submitted an application for an Entertainment License for September 17, 2022, from 3:00pm-6:00pm, in conjunction with Truro Treasures. Police Chief Calise has approved the application.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Captain's Choice will not be allowed to have entertainment on the day of September 17, 2022.

SUGGESTED ACTION: *Motion to approve the Entertainment License for Captain's Choice for September 17, 2022, between the hours of 3:00pm-6:00pm, and Authorize the Chair to sign digitally.*

ATTACHMENTS:

1. Application for Entertainment License



TOWN OF TRURO

Licensing Department

PO Box 2030, Truro, MA 02666

TEL: 508-349-7004, Ext. 110 or 124 Fax: 508-349-5505
Email: ntudor@truro-ma.gov or nscoullan@truro-ma.gov

RCVD 2022AUG17 pm12:40

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

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

4 Highland Rd N. Truro
Mailing Address of Business/Organization

Is this a Non-profit or For-profit Entity (Check the appropriate box) Yes No

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

Kristi Wageman [Redacted]
Contact Person Phone Number

INDIVIDUAL APPLICANT INFORMATION

Individual's Name Mailing Address

Phone Number Email Address

EVENT INFORMATION

9.17.22 truro treasures
Day (s)/Date (s) of Event for License to be issued Purpose of Event (example: fundraiser)

Hours of Event (from - to) 3-6

Captains Choice 4 Highland Rd Indoor Outdoor Event
Location (Must provide facility name, if any, street number and name) (Please check applicable box)

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

Seating Capacity: 40 Occupancy Number: 84

Approximate number of people attending _____

Name of Caterer (if applicable) _____

If the event is canceled 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)

4, guitar, drums, keys

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.

Krish A Wagon
Signature

8.17.22
Date

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

Office Use Only

Fee \$50.00

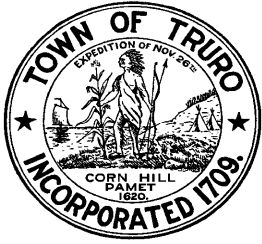
APPROVAL

License No. _____

Select Board _____ Meeting Date _____

Police Department _____ Date *8/17/22*

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



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: August 23, 2022

ITEM: Application for One Day Pouring License

EXPLANATION: The Truro Historical Society will be holding a Truro Treasures Opening Lecture on Friday, September 16, 2022 from 3:30pm-6:00pm. They have submitted an application for a One Day Pouring License to serve wine only, donated from Truro Vineyards. Police Chief Calise has approved the permit.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The Truro Historical Society will not be allowed to serve wine at the opening lecture for Truro Treasures.

SUGGESTED ACTION: *Motion to approve the One Day Pouring License for the Truro Historical Society to serve wine at their event on Friday, September 16, 2022, from 3:30pm-6:00pm and authorize the Chair to digitally sign.*

ATTACHMENTS:

1. Application for One Day Pouring License



TOWN OF TRURO
P.O. Box 2030, Truro, MA 02666
Licensing Department

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

Application for a One Day Pouring License
MGL Chapter 138, Section 14 Special Licenses

RECD 2022AUG09 RM0121
ADMINISTRATIVE OFFICE
TOWN OF TRURO

The Local Licensing Authorities of TRURO pursuant to the provisions of Chapter 138 § 14 issuance of a **special one-day pouring license** as described herein.

BUSINESS/ORGANIZATION INFORMATION

Truro Historical Society - Highland House Museum
Name of Applicant Business/Organization Name

PO Box 486, Truro MA 02666
Mailing Address of Business/Organization

Non-profit or For-profit Entity Yes No
If yes, proof of Non-Profit Status **must** accompany this application

Susan Howe [REDACTED] [REDACTED]
Contact Person Phone Number Email

INDIVIDUAL APPLICANT INFORMATION

Individual's Name Mailing Address

Phone Number Email Address

EVENT INFORMATION

Friday, September 16, 2022 Truro Treasures Opening Lecture
Date(s) of Event for License to be issued Purpose of Event (example: fundraiser, etc.)

Hours of Alcoholic Beverages sales, service and/or Consumption (from - to) ~~4:30-6:30 PM~~ 3:30-6 PM

Highland House Museum
Event Location (Must provide facility name, if any, street number and name)

CCNS
Property Owner Name and Address Phone number

[Signature] 75
Name of Caterer (if applicable) Approximate number of people attending

Is the event open to the general public Yes No

Will there be Entertainment ___ Yes X No If Yes, Type of Entertainment

Will there be Police Detail ___ Yes X No

Purchase & Service

License is for the Sale of:

All Alcohol Beverages (\$50.00)

Wines & Malt beverages Only (\$25.00)

Wines Only (\$25.00)

Malt Beverages Only (\$25.00)

What is the source of the alcohol for the event (where is it being purchased*?) Donation From Truro Vineyards

*If Wine is being donated see ABCC - Charity Wine Fundraising Application at <http://www.mass.gov/abcc/spec-lic-perms.htm>

Who will be serving the Alcohol? Susan Howe

TIPS CERTIFIED REQUIRED-SUBMIT COPY OF CERTIFICATION WITH APPLICATION

Massachusetts Alcohol Beverage Control Commission (ABCC) has a 3-page list of "authorized sources" for the purchase of Alcohol used in conjunction with a temporary pouring license. The list includes alcohol wholesalers, farm brewers, manufacturers and direct shippers only. At this time, package stores and liquor stores are not considered "authorized sources" for use with a temporary pouring license.

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 Alcohol Control Laws of the State of Massachusetts and policies and regulations of the Town of Truro.

Susan Howe
Signature

8-8-22
Date

- Licenses are issued to persons who are at least 21 years of age.
- All Massachusetts Municipalities are required to send copies of temporary pouring licenses issued by the Town to the ABCC in Boston.
- Liquor Liability Insurance Certificate may be required and must list the Town of Truro as the "certificate holder" in the lower left corner of the certificate form.
- 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

APPROVAL

Board of Selectmen

Meeting Date

Police Department

Date

8/10/2022

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

Certificate of Completion

This Certificate of Completion of
eTIPS On Premise 3.1
For coursework completed on July 21, 2021
provided by Health Communications, Inc.
is hereby granted to:

Susan Howe

• Certification to be sent to:

**PO Box 973
Truro MA, 02666-0973 USA**



HEALTH COMMUNICATIONS, INC.

This document certifies that you have completed the course. Valid certification documents will be provided.

BACK

PARTICIPANT CARD



eTIPS On Premise 3.1

CERTIFIED

Issued: 07/21/2021

Expires: 07/21/2024

ID#: 5516414

Susan Howe

**PO Box 973
Truro, MA 02666-0973 USA**



Commonwealth of Massachusetts
 Department of Revenue
 Christopher C. Harding, Commissioner
 mass.gov/dor

Letter ID: L0582435456
 Notice Date: September 4, 2018
 MA Taxpayer ID: 10276657



CERTIFICATE OF EXEMPTION



TRURO HISTORICAL SOCIETY INC
 PO BOX 486
 TRURO MA 02666-0486



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

DETACH HERE



MASSACHUSETTS DEPARTMENT OF REVENUE

Form ST-2

Certificate of Exemption

TRURO HISTORICAL SOCIETY INC
 PO BOX 486
 NORTH TRURO MA 02652-0486

MA Taxpayer ID: [REDACTED]
 Certificate Number: 979544064

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

Effective Date: October 17, 2018

Expiration Date: October 16, 2028

THE COMMONWEALTH OF MASSACHUSETTS
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3
Chelsea, MA 02150
www.mass.gov/abcc

**RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION
MONETARY TRANSMITTAL FORM**

APPLICATION SHOULD BE APPROVED BY THE LOCAL LICENSING AUTHORITY BEFORE IT IS SENT TO THE ABCC.

REVENUE CODE: RETA

CHECK PAYABLE TO ABCC OR COMMONWEALTH OF MA:

NO FEE

IF USED EPAY, CONFIRMATION NUMBER:

A.B.C.C. LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY):

CHARITY NAME:

Truro Historical Society

ADDRESS:

PO Box 486

CITY/TOWN:

Truro

STATE

MA

ZIP CODE

02666-0486

TRANSACTION TYPE (Please check all relevant transactions):

Change of Hours

Change of DBA

Charity Wine License

THE LOCAL LICENSING AUTHORITY MUST MAIL THIS TRANSMITTAL FORM ALONG WITH THE COMPLETED APPLICATION, AND SUPPORTING DOCUMENTS TO:

**ALCOHOLIC BEVERAGES CONTROL COMMISSION
95 Fourth Street, Suite 3
Chelsea, MA 02150**

Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3
Chelsea, MA 02150
www.mass.gov/abcc

Charity Wine License Application

1. Qualified Charity Applicant Information:

Name of Applicant:	Truro Historical Society - Highland House Museum						
Contact Person	Susan Howe						
Address of Applicant:	PO Box 486	City/Town:	Truro	State	MA	Zip Code	02666-0486
Phone Number:	[REDACTED]		Fax Number:	[REDACTED]			

NOTE: 1. Attach Certificate of Good Standing from the Secretary of the Commonwealth
2. Attach a copy of the Certificate of Solicitation from the Public Charities Division of the MA Attorney General's Office (Certificate must be current to the date of the event)

2. Type of License Requested:

<input checked="" type="checkbox"/> Charity Wine Pouring License	<input type="checkbox"/> Charity Wine Auction License	<input type="checkbox"/> Charity Wine Partnership License
--	---	---

***Donated Wine Only**

3. Event Information:

Date(s) of Event:	Friday, September 16, 2022	
These events are only permitted at one of the locations specified below. Please check the one that applies.		
<input type="checkbox"/> Address of Applicant's Corporate Headquarters:	PO Box 486, Truro MA 02666-0486	
<input type="checkbox"/> Address of Applicant's Usual Place of Business:	Highland House Museum, 6 Highland Light Road, North Truro, MA	
<input type="checkbox"/> Address of Licensee:	PO Box 486, Truro MA 02666-0486	
Name of Licensee:	Truro Historical Sociey	ABCC License # [REDACTED]
*Attach letter of consent from Licensee		
Describe Area to be Licensed: We will be hosting the opening lecture for Truro Treasures Weekend, an annual fall event to honor our town and raise funds for local projects and activities.		

If additional space is needed, please use the last page

• THE DONOR'S NAME:

Name	Donated
Truro Vineyards of Cape Cod	Case white wine
Yardarm Liquors	Case red wine

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate; I hereby acknowledge I have read and understand the attached conditions.

Signature:

Susan Howe

Date

8/9/22



The Commonwealth of Massachusetts
Secretary of the Commonwealth
State House, Boston, Massachusetts 02133

William Francis Galvin
Secretary of the
Commonwealth

Date: May 02, 2022

To Whom It May Concern :

I hereby certify that according to the records of this office,

TRURO HISTORICAL SOCIETY, INC.

is a domestic corporation organized on **February 28, 1967**

I further certify that there are no proceedings presently pending under the Massachusetts General Laws Chapter 180 section 26 A, for revocation of the charter of said corporation; that the State Secretary has not received notice of dissolution of the corporation pursuant to Massachusetts General Laws, Chapter 180, Section 11, 11A, or 11B; that said corporation has filed all annual reports, and paid all fees with respect to such reports, and so far as appears of record said corporation has legal existence and is in good standing with this office.



In testimony of which,
I have hereunto affixed the
Great Seal of the Commonwealth
on the date first above written.

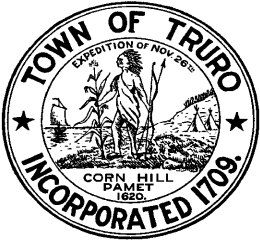
William Francis Galvin

Secretary of the Commonwealth

Certificate Number: 22040813350

Verify this Certificate at: <http://corp.sec.state.ma.us/CorpWeb/Certificates/Verify.aspx>

Processed by: smc



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: August 23, 2022

ITEM: Application for One Day Pouring License

EXPLANATION: The Truro Historical Society will be holding a Celebration of Restoration at the Highland House Museum on Friday, September 23, 2022 from 4:00pm-6:00pm. They have submitted an application for a One Day Pouring License to serve wine only, donated from Truro Vineyards. Police Chief Calise has approved the permit.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The Truro Historical Society will not be allowed to serve wine at the celebration.

SUGGESTED ACTION: *Motion to approve the One Day Pouring License for the Truro Historical Society to serve wine at their event on Friday, September 23, 2022, from 4:00pm-6:00pm and authorize the Chair to digitally sign.*

ATTACHMENTS:

1. Application for One Day Pouring License



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Licensing Department

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

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

RECEIVED 2022 AUG 16 AM 09:13
TOWN OF TRURO OFFICE

Application for a One Day Pouring License MGL Chapter 138, Section 14 Special Licenses

The Local Licensing Authorities of TRURO pursuant to the provisions of Chapter 138 § 14 issuance of a **special one-day pouring license** as described herein.

BUSINESS/ORGANIZATION INFORMATION

Truro Historical Society Highland House Museum
Name of Applicant Business/Organization Name

PO Box 486, Truro MA 02666
Mailing Address of Business/Organization

Non-profit or For-profit Entity Yes No
If yes, proof of Non-Profit Status **must** accompany this application

Susan Howe [Redacted] [Redacted]
Contact Person Phone Number Email

INDIVIDUAL APPLICANT INFORMATION

Individual's Name Mailing Address

Phone Number Email Address

EVENT INFORMATION

Friday, September 23, 2022 Celebration of Restoration of
Date(s) of Event for License to be issued Purpose of Event (example: fundraiser, etc.) museum

Hours of Alcoholic Beverages sales, service and/or Consumption (from - to) 4-6 PM

6 Highland Light Rd, N. Truro MA
Event Location (Must provide facility name, if any, street number and name)

CCNS [Redacted] Leslie Reynolds
Property Owner Name and Address Phone number

N/A 50-100
Name of Caterer (if applicable) Approximate number of people attending

Is the event open to the general public Yes No

Will there be Entertainment ___ Yes / No If Yes, Type of Entertainment _____

Will there be Police Detail ___ Yes / No

Purchase & Service

License is for the Sale of:

All Alcohol Beverages (\$50.00)

Wines & Malt beverages Only (\$25.00)

Wines Only (\$25.00)

Malt Beverages Only (\$25.00)

What is the source of the alcohol for the event (where is it being purchased*?)

*If Wine is being donated see ABCC - Charity Wine Fundraising Application at http://www.mass.gov/abcc/pet_license-perms.htm

Who will be serving the Alcohol? Susan Howe

TIPS CERTIFIED REQUIRED-SUBMIT COPY OF CERTIFICATION WITH APPLICATION

Massachusetts Alcohol Beverage Control Commission (ABCC) has a 3-page list of "authorized sources" for the purchase of Alcohol used in conjunction with a temporary pouring license. The list includes alcohol wholesalers, farm brewers, manufacturers and direct shippers only. At this time, package stores and liquor stores are not considered "authorized sources" for use with a temporary pouring license.

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 Alcohol Control Laws of the State of Massachusetts and policies and regulations of the Town of Truro.

Susan Howe
Signature

8-15-22
Date

- Licenses are issued to persons who are at least 21 years of age.
- All Massachusetts Municipalities are required to send copies of temporary pouring licenses issued by the Town to the ABCC in Boston.
- Liquor Liability Insurance Certificate may be required and must list the Town of Truro as the "certificate holder" in the lower left corner of the certificate form.
- 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

APPROVAL

Board of Selectmen _____ Meeting Date _____

Police Department  _____ Date 8/17/2022

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

THE COMMONWEALTH OF MASSACHUSETTS
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3
Chelsea, MA 02150
www.mass.gov/abcc

**RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION
MONETARY TRANSMITTAL FORM**

APPLICATION SHOULD BE APPROVED BY THE LOCAL LICENSING AUTHORITY BEFORE IT IS SENT TO THE ABCC.

REVENUE CODE: RETA

CHECK PAYABLE TO ABCC OR COMMONWEALTH OF MA:

NO FEE

IF USED EPAY, CONFIRMATION NUMBER:

A.B.C.C. LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY):

CHARITY NAME:

Truro Historical Society

ADDRESS:

PO Box 486

CITY/TOWN:

Truro

STATE

MA

ZIP CODE

02666-0486

TRANSACTION TYPE (Please check all relevant transactions):

- Change of Hours
 Change of DBA
 Charity Wine License

THE LOCAL LICENSING AUTHORITY MUST MAIL THIS TRANSMITTAL FORM ALONG WITH THE COMPLETED APPLICATION, AND SUPPORTING DOCUMENTS TO:

ALCOHOLIC BEVERAGES CONTROL COMMISSION
95 Fourth Street, Suite 3
Chelsea, MA 02150

Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3
Chelsea, MA 02150
www.mass.gov/abcc

Charity Wine License Application

1. Qualified Charity Applicant Information:

Name of Applicant:	Truro Historical Society						
Contact Person	Susan Howe						
Address of Applicant:	PO Box 486	City/Town:	Truro	State	MA	Zip Code	02666-0486
Phone Number:		Fax Number:					

NOTE: 1. Attach Certificate of Good Standing from the Secretary of the Commonwealth
2. Attach a copy of the Certificate of Solicitation from the Public Charities Division of the MA Attorney General's Office (Certificate must be current to the date of the event)

2. Type of License Requested:

<input checked="" type="checkbox"/> Charity Wine Pouring License	<input type="checkbox"/> Charity Wine Auction License	<input type="checkbox"/> Charity Wine Partnership License
*Donated Wine Only		

3. Event Information:

Date(s) of Event:	Friday, September 23, 2022		
These events are only permitted at one of the locations specified below. Please check the one that applies.			
<input type="checkbox"/>	Address of Applicant's Corporate Headquarters: []		
<input checked="" type="checkbox"/>	Address of Applicant's Usual Place of Business: Highland House Museum		
<input type="checkbox"/>	Address of Licensee: 6 Highland Light Road, North Truro MA		
Name of Licensee:	Truro Historical Society	ABCC License #	[]
*Attach letter of consent from Licensee			
Describe Area to be Licensed: We will be hosting a celebration of the restoration of the museum building from 4-6 PM.			
If additional space is needed, please use the last page			

Name	Donated
Truro Vineyards of Cape Cod	case of white wine
Yardarm Liquors	case of red wine

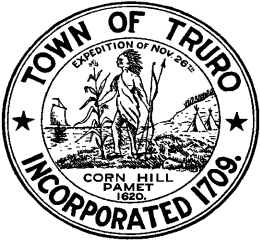
I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate; I hereby acknowledge I have read and understand the attached conditions.

Signature:

Susan Howe

Date

8-15-22



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: DPW

REQUESTOR: Jarrod J. Cabral, Director of Public Works

REQUESTED MEETING DATE: August 23, 2022

ITEM: Green Community Grant Award Contract

EXPLANATION: The purpose of this contract is to award the Town \$158,511.00 to fund energy conservation measures for the Safety Facility. The energy conservation measures that will be funded are weatherization, window replacement, and administrative assistance to support the siding replacement project for the Safety Facility. The current estimated cost for re-siding the Safety Facility with engineering included is \$566,000.00. With the Green Community Grant the Town's share will be \$407,489.00.

FINANCIAL SOURCE (IF APPLICABLE): Green Community grant award \$158,511.00

IMPACT IF NOT APPROVED: Green Community Grant will not be awarded. The Town will need to raise and appropriate the entire amount of \$566,000.00 to complete the projects.

SUGGESTED ACTION: *Motion to approve the contract for the Green Community Grant award and authorize the Town Manager to sign.*

ATTACHMENTS:

1. Massachusetts Standard Contract

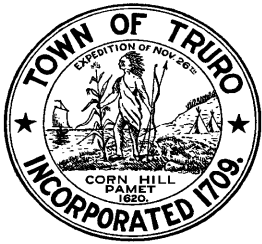


I. COMMONWEALTH OF MASSACHUSETTS ~ STANDARD CONTRACT FORM



This form is jointly issued and published by the Office of the Comptroller (CTR), the Executive Office for Administration and Finance (ANF), and the Operational Services Division (OSD) as the default contract for all Commonwealth Departments when another form is not prescribed by regulation or policy. The Commonwealth deems void any changes made on or by attachment (in the form of addendum, engagement letters, contract forms or invoice terms) to the terms in this published form or to the [Standard Contract Form Instructions and Contractor Certifications](#), the [Commonwealth Terms and Conditions for Human and Social Services](#) or the [Commonwealth IT Terms and Conditions](#) which are incorporated by reference herein. Additional non-conflicting terms may be added by Attachment. Contractors are required to access published forms at CTR Forms: <https://www.macomptroller.org/forms>. Forms are also posted at OSD Forms: <https://www.mass.gov/lists/osd-forms>.

CONTRACTOR LEGAL NAME: Town of Truro (and d/b/a): _____		COMMONWEALTH DEPARTMENT NAME: Department of Energy Resources MMARS Department Code: ENE1000	
Legal Address: (W-9, W-4): 24 Town Hall Road, Truro MA 02666		Business Mailing Address: 100 Cambridge Street, Suite 1020, Boston, MA 02114	
Contract Manager: Darrin K Tangeman	Phone: 508-349-7004 x111	Billing Address (if different):	
E-Mail: dtangeman@truro-ma.gov	Fax: 508-349-5505	Contract Manager: Jane Pfister	Phone: 617-626-7300
Contractor Vendor Code: VC6000192010		E-Mail: jane.pfister@mass.gov	Fax: 617-727-0030
Vendor Code Address ID (e.g., "AD001"): AD001 (Note: The Address ID must be set up for EFT payments.)		MMARS Doc ID(s):	
		RFRR/Procurement or Other ID Number: PON-ENE-2022-007	
<input checked="" type="checkbox"/> NEW CONTRACT		<input type="checkbox"/> CONTRACT AMENDMENT	
PROCUREMENT OR EXCEPTION TYPE: (Check one option only) <input type="checkbox"/> Statewide Contract (OSD or an OSD-designated Department) <input type="checkbox"/> Collective Purchase (Attach OSD approval, scope, budget) <input checked="" type="checkbox"/> Department Procurement (includes all Grants - 815 CMR 2.00) (Solicitation Notice or RFR, and Response or other procurement supporting documentation) <input type="checkbox"/> Emergency Contract (Attach justification for emergency, scope, budget) <input type="checkbox"/> Contract Employee (Attach Employment Status Form, scope, budget) <input type="checkbox"/> Other Procurement Exception (Attach authorizing language, legislation with specific exemption or earmark, and exception justification, scope and budget)		Enter Current Contract End Date <i>Prior</i> to Amendment: _____, 20____. Enter Amendment Amount: \$ _____. (or "no change") AMENDMENT TYPE: (Check one option only. Attach details of amendment changes.) <input type="checkbox"/> Amendment to Date, Scope or Budget (Attach updated scope and budget) <input type="checkbox"/> Interim Contract (Attach justification for Interim Contract and updated scope/budget) <input type="checkbox"/> Contract Employee (Attach any updates to scope or budget) <input type="checkbox"/> Other Procurement Exception (Attach authorizing language/justification and updated scope and budget)	
The Standard Contract Form Instructions and Contractor Certifications and the following Commonwealth Terms and Conditions document are incorporated by reference into this Contract and are legally binding: (Check ONE option): <input checked="" type="checkbox"/> Commonwealth Terms and Conditions <input type="checkbox"/> Commonwealth Terms and Conditions For Human and Social Services <input type="checkbox"/> Commonwealth IT Terms and Conditions			
COMPENSATION: (Check ONE option): The Department certifies that payments for authorized performance accepted in accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to intercept for Commonwealth owed debts under 815 CMR 9.00 . <input type="checkbox"/> Rate Contract. (No Maximum Obligation) Attach details of all rates, units, calculations, conditions or terms and any changes if rates or terms are being amended.) <input checked="" type="checkbox"/> Maximum Obligation Contract. Enter total maximum obligation for total duration of this contract (or <i>new</i> total if Contract is being amended). \$ <u>158,511</u>			
PROMPT PAYMENT DISCOUNTS (PPD): Commonwealth payments are issued through EFT 45 days from invoice receipt. Contractors requesting accelerated payments must identify a PPD as follows: Payment issued within 10 days ___% PPD; Payment issued within 15 days ___% PPD; Payment issued within 20 days ___% PPD; Payment issued within 30 days ___% PPD. If PPD percentages are left blank, identify reason: <input checked="" type="checkbox"/> agree to standard 45 day cycle <input type="checkbox"/> statutory/legal or Ready Payments (M.G.L. c. 29 § 23A); <input type="checkbox"/> only initial payment (subsequent payments scheduled to support standard EFT 45 day payment cycle. See Prompt Pay Discounts Policy.)			
BRIEF DESCRIPTION OF CONTRACT PERFORMANCE or REASON FOR AMENDMENT: This is a contract to award a grant to the Town of Truro for fiscal years 2022-2025 under the Green Communities Competitive Grant Program in the amount of One Hundred Fifty Eight Thousand Five Hundred Eleven Dollars and No Cents (\$158,511.00) The grant will fund energy conservation measures, weatherization, window replacement, and administrative assistance, in municipal facilities including Public Safety, to be provided for the benefit of, and subject to the direction and oversight of, the Grantee as detailed in Attachment C.			
ANTICIPATED START DATE: (Complete ONE option only) The Department and Contractor certify for this Contract, or Contract Amendment, that Contract obligations: <input checked="" type="checkbox"/> 1. may be incurred as of the Effective Date (latest signature date below) and no obligations have been incurred prior to the Effective Date. <input type="checkbox"/> 2. may be incurred as of _____, 20____, a date LATER than the Effective Date below and no obligations have been incurred prior to the Effective Date. <input type="checkbox"/> 3. were incurred as of _____, 20____, a date PRIOR to the Effective Date below, and the parties agree that payments for any obligations incurred prior to the Effective Date are authorized to be made either as settlement payments or as authorized reimbursement payments, and that the details and circumstances of all obligations under this Contract are attached and incorporated into this Contract. Acceptance of payments forever releases the Commonwealth from further claims related to these obligations.			
CONTRACT END DATE: Contract performance shall terminate as of <u>September 30, 2024</u> , with no new obligations being incurred after this date unless the Contract is properly amended, provided that the terms of this Contract and performance expectations and obligations shall survive its termination for the purpose of resolving any claim or dispute, for completing any negotiated terms and warranties, to allow any close out or transition performance, reporting, invoicing or final payments, or during any lapse between amendments.			
CERTIFICATIONS: Notwithstanding verbal or other representations by the parties, the " Effective Date " of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified above, subject to any required approvals. The Contractor certifies that they have accessed and reviewed all documents incorporated by reference as electronically published and the Contractor makes all certifications required under the Standard Contract Form Instructions and Contractor Certifications under the pains and penalties of perjury, and further agrees to provide any required documentation upon request to support compliance, and agrees that all terms governing performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein according to the following hierarchy of document precedence, the applicable Commonwealth Terms and Conditions, this Standard Contract Form, the Standard Contract Form Instructions and Contractor Certifications, the Request for Response (RFR) or other solicitation, the Contractor's Response (excluding any language stricken by a Department as unacceptable, and additional negotiated terms, provided that additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in 801 CMR 21.07 , incorporated herein, provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract.			
AUTHORIZING SIGNATURE FOR THE CONTRACTOR:		AUTHORIZING SIGNATURE FOR THE COMMONWEALTH:	
X: _____ Date: _____ (Signature and Date Must Be Captured At Time of Signature)		X: _____ Date: _____ (Signature and Date Must Be Captured At Time of Signature)	
Print Name: <u>Darrin K Tangeman</u>		Print Name: <u>Marcelle T. Payen</u>	
Print Title: <u>Town Manager</u>		Print Title: <u>Chief Financial Officer</u>	



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Health Department

REQUESTOR: Emily Beebe, Health and Conservation Agent

REQUESTED MEETING DATE: August 23, 2022

ITEM: Truro Water Service Expansion Application for 146 Shore Road

EXPLANATION: An application has been submitted to provide expansion of service to 146 Shore Road (Multi-Family Dwelling) for the addition of a 1 bedroom studio to the existing system. The Board of Health approved August 16, 2022.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED:

SUGGESTED ACTION: *Motion to approve the water service expansion application for 146 Shore Road and authorize the Chair to sign with a digital signature.*

ATTACHMENTS:

1. Truro Water Service Application- 146 Shore Road

HEALTH DEPARTMENT
TOWN OF TRURO

AUG 10 2022

RECEIVED BY:



TOWN OF TRURO BOARD OF HEALTH

P.O. Box 2030, Truro MA 02666
Tel: 508-349-7004 Fax: 508-349-5508

TRURO WATER SERVICE APPLICATION FOR NEW OR EXPANSION OF EXISTING WATER SERVICE

APPLICANT INFORMATION

Date: 8-10-22 Name: ALBERT SILVA
Water Service Address: 146 SHORE RD Map/Parcel/Lot 22-48
Mailing Address: P.O. BOX 44 City/State/Zipcode N. TRURO, MA. 02652
Phone Number: [REDACTED] Email Address: [REDACTED]

EMERGENCY TELEPHONE NUMBERS

Plumber Name: CAPE QUALITY Phone Number: [REDACTED]
Property Manager: JASON SILVA Phone Number: [REDACTED]
Other Name & Phone Number: _____

TYPE OF SERVICE REQUESTED:

- New Water Service: Proposed Title 5 Design Flow: _____
- Expansion of Water Service:
Existing Title 5 Design Flow: 440 GPD Proposed Title 5 Design Flow: 440 GPD - ADDING 1 BEDROOM STUDIO TO EXISTING SYSTEM
- Water Service for Condominium Conversion (separate meters, tap etc.) # of Units _____

Type of Facility:

- | | | |
|--|--|--|
| <input type="checkbox"/> Single Family | <input type="checkbox"/> Condo | <input checked="" type="checkbox"/> Multifamily Dwelling |
| <input type="checkbox"/> Restaurant | <input type="checkbox"/> Motel | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Retail | <input type="checkbox"/> Office Building | <input type="checkbox"/> Industrial: _____ |

Meter installations fifty (50) feet or greater from the curb stop must be in a meter pit adjacent to the curb top. Concrete meter pits are required in roads or driveways.

I hereby agree to abide by all the rules and regulations of the Provincetown Water Department now in force or to be established by the Water and Sewer Board and declare that there is no other means of supplying potable water on-site (e.g. private well).

Applicant Signature: Albert Silva

ONCE TRURO & PROVINCETOWN OFFICIALS HAVE APPROVED THE APPLICATION, PLEASE SUBMIT A COPY TO THE TRURO HEALTH DEPARTMENT

SIGNATURES OF APPROVAL **OFFICIAL USE ONLY******

Tracy Lane, Chair

TRURO BOARD OF HEALTH

AUGUST 16, 2022

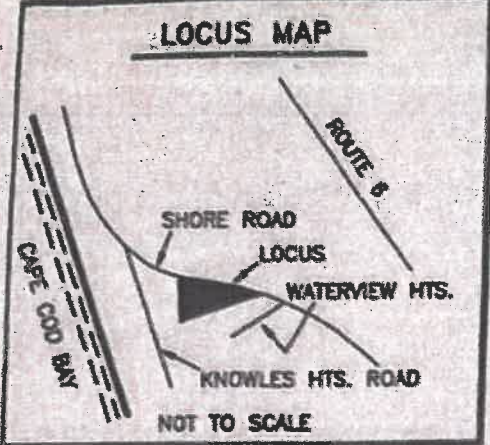
DATE OF APPROVAL

TRURO BOARD OF SELECTMEN

DATE OF APPROVAL

PROVINCETOWN WATER &
SEWER BOARD

DATE OF APPROVAL



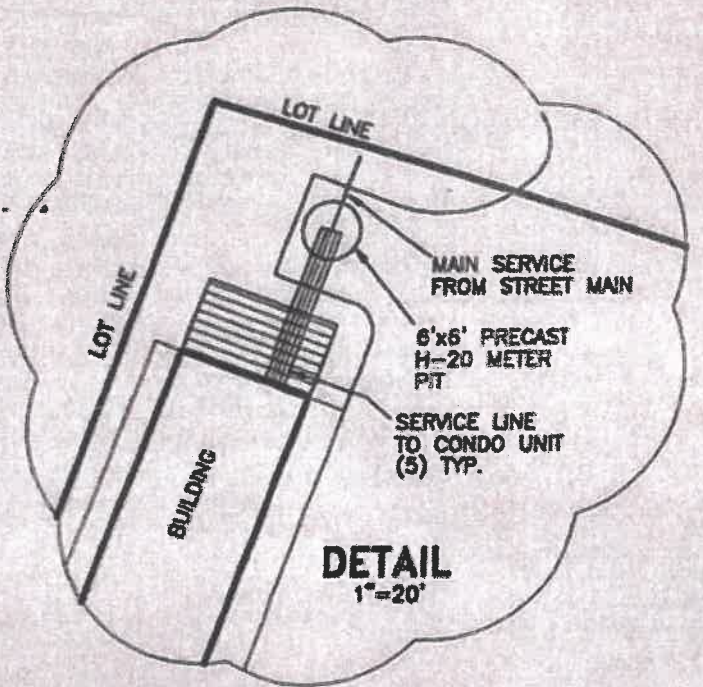
HEALTH DEPARTMENT
TOWN OF TRURO

AUG 11 2022

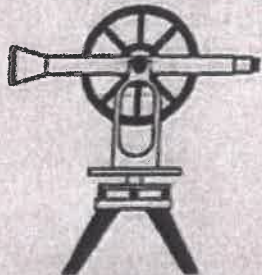
RECEIVED BY:

NOTES

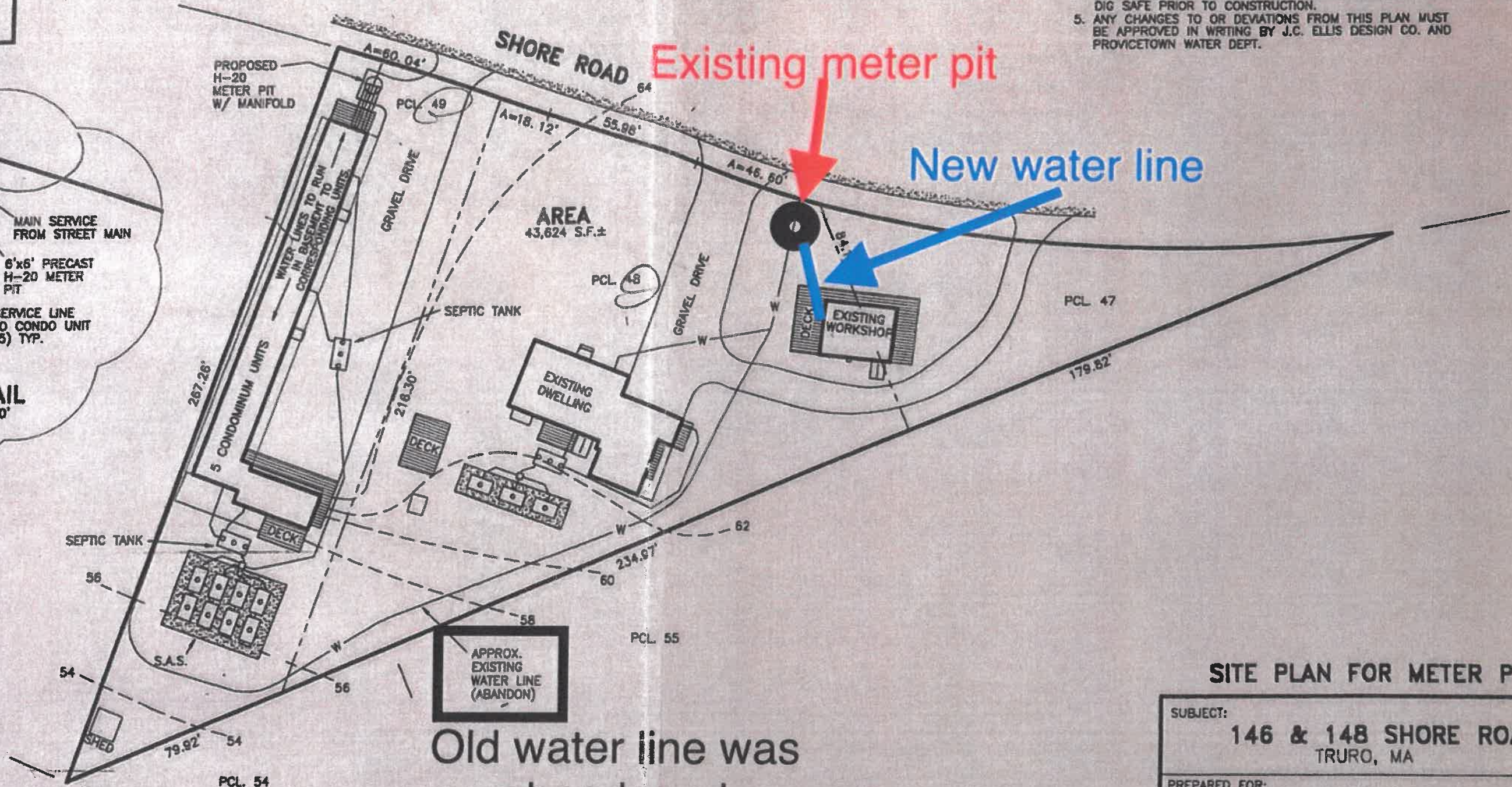
1. PRECAST WATER METER PIT IN DRIVEWAY AREAS TO BE H-20 RATED. PROVIDE H-20 STEEL COVER TO GRADE.
2. ALL CONSTRUCTION TO CONFORM WITH 310 CMR 15.000 AND ALL OTHER APPLICABLE LOCAL, STATE AND FEDERAL CODES AND REGULATIONS.
3. INSTALLER/CONTRACTOR TO REVIEW & VERIFY ALL ELEVATIONS AND DETAILS AND REPORT ANY DISCREPANCIES TO DESIGNER PRIOR TO CONSTRUCTION OR ASSUME ALL RESPONSIBILITY.
4. INSTALLER/CONTRACTOR IS RESPONSIBLE FOR MAINTAINING SAFE WORK AREA, VERIFYING ALL UTILITIES AND NOTIFYING DIG SAFE PRIOR TO CONSTRUCTION.
5. ANY CHANGES TO OR DEVIATIONS FROM THIS PLAN MUST BE APPROVED IN WRITING BY J.C. ELLIS DESIGN CO. AND PROVICTOWN WATER DEPT.



J.C. ELLIS DESIGN



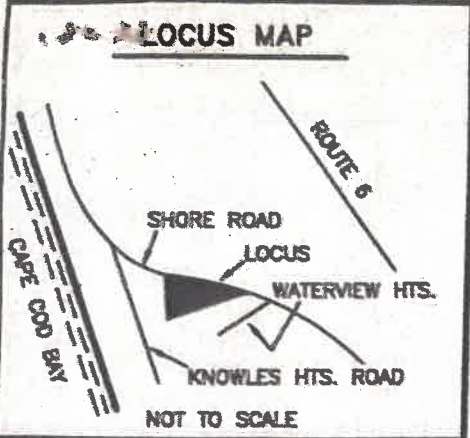
P.O. BOX 2152
BREWSTER, MA 02631
(508)385-2228
Email: jcellisdesign@verizon.net



Old water line was
abandoned

SITE PLAN FOR METER PIT

SUBJECT:		146 & 148 SHORE ROAD TRURO, MA	
PREPARED FOR:		BIG FISHERMAN APTS. DONALD PERRY P.O. BOX 185 NORTH TRURO, MA 02652	
ASSESSOR'S	MAP 22	PARCEL 47,48&49	SCALE: 1"=40'



DESIGN CALCULATIONS

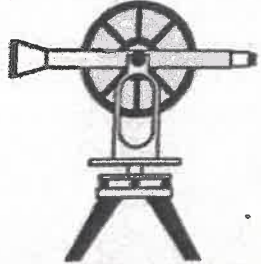
FLOW RATE:
 3 BEDROOM DWELLING = 330 G/P/D REQUIRED
 (110 G/P/D PER BEDROOM x 3 BEDROOMS)
 1 BEDROOM DWELLING = 110 G/P/D REQUIRED
 (110 G/P/D PER BEDROOM x 1 BEDROOM)
 TOTAL FLOW = 440 G.P.D.
 NO GARBAGE GRINDER

SEPTIC TANK:
 440 G/P/D x 2 = 880 G/P/D REQUIRED
 USE 1,500 GALLON SEPTIC TANK

SOIL ABSORPTION SYSTEM:
 PERC RATE = <2 MIN/IN - CLASS I SOIL
 SIDEWALL = (40+10)(2)(2) = 200 S.F.
 BOTTOM: (40)(10) = 400 S.F.
 (200 + 400)(0.74) = 444 G/P/D PROVIDED

USE: (3) 500 GALLON LEACH CHAMBERS W/ STONE AS SHOWN IN DETAIL.

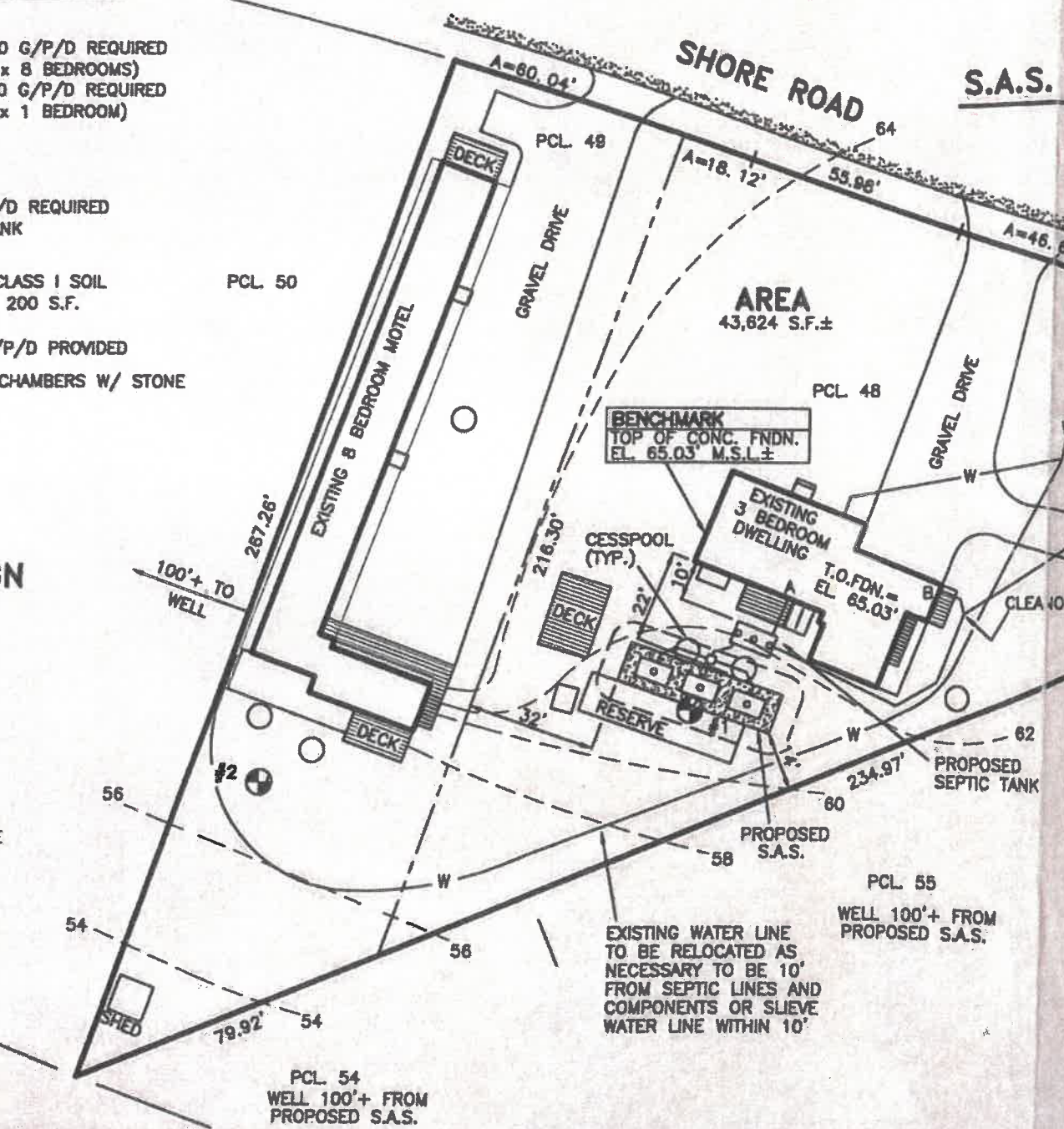
J.C. ELLIS DESIGN



651 THOUSAND OAKS DRIVE
 BREWSTER, MA 02631
 (508)896-2799
 Email: rjent@jis.net

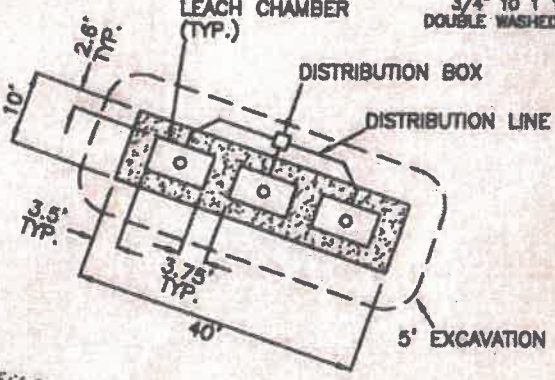
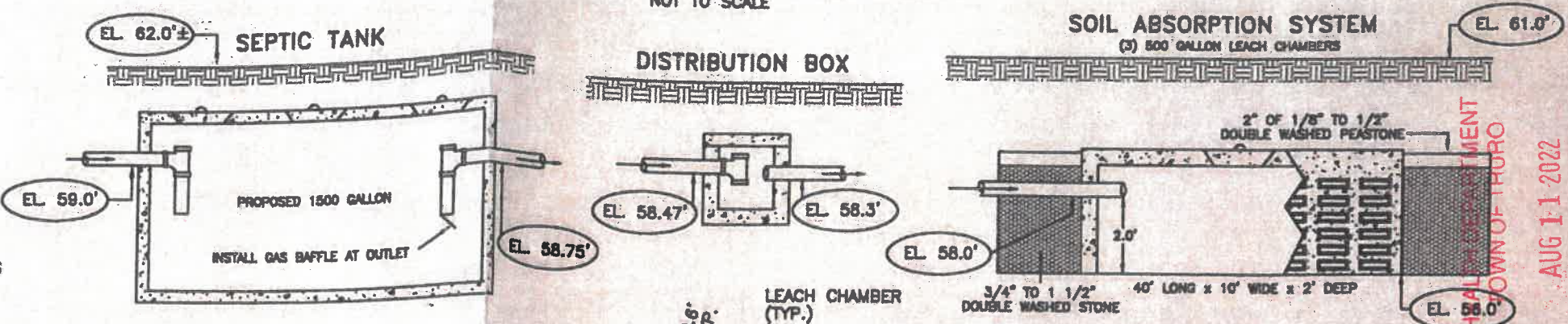


JASON C. ELLIS, R.S.



REFERENCE:
 PLAN OF LAND IN TRURO PREPARED FOR WILLIAM & EMMA LOUISE PERRY
 BY JOHN R. DYER, DATED MAY 1947. PLAN BOOK 78 PAGE 93

SECTION DETAIL - COMPONENTS



NOTES

1. ALL PRECAST COMPONENTS IN DRIVEWAY AREAS TO BE H-20 RATED. PROVIDE COVERS TO GRADE IN DRIVEWAY.
2. ELEVATION DATUM IS FROM USGS QUAD MAP.
3. MUNICIPAL WATER IS AVAILABLE.
4. ALL CONSTRUCTION TO CONFORM WITH 310 CMR 15.000 AND ALL OTHER APPLICABLE LOCAL, STATE AND FEDERAL CODES AND REGULATIONS.
5. INSTALLER/CONTRACTOR TO REVIEW & VERIFY ALL ELEVATIONS AND DETAILS AND REPORT ANY DISCREPANCIES TO DESIGNER PRIOR TO CONSTRUCTION OR ASSUME ALL RESPONSIBILITY.
6. INSTALLER/CONTRACTOR IS RESPONSIBLE FOR MAINTAINING SAFE WORK AREA, VERIFYING ALL UTILITIES AND NOTIFYING DIG SAFE PRIOR TO CONSTRUCTION.
7. ANY CHANGES TO OR DEVIATIONS FROM THIS PLAN MUST BE APPROVED IN WRITING BY J.C. ELLIS DESIGN CO. AND BOARD OF HEALTH.
8. FINISH COVER OVER COMPONENTS IS NOT TO EXCEED 3' PER 310 CMR 15.000.
9. ALL ABANDONED SEPTIC SYSTEM COMPONENTS TO BE PUMPED DRY AND FILLED WITH CLEAN SAND OR REMOVED AND REPLACED WITH CLEAN SAND.
10. ALL COMPONENTS TO BE PROVIDED WITH WATERTIGHT ACCESS PORTS WITHIN 6" OF FINISH GRADE.
11. ALL SEPTIC TANKS, DISTRIBUTION BOXES AND PIPING TO BE INSTALLED WATERTIGHT.
12. NO KNOWN WELLS EXIST WITHIN 100' OF PROPOSED LEACH AREA.
13. THIS IS NOT A SURVEY PLAN AND UNDER NO CIRCUMSTANCES IS THIS PLAN TO BE USED TO ESTABLISH LOT LINES.
14. EXCAVATE ALL UNSUITABLE SOIL AS NECESSARY 5' AROUND AND UNDER S.A.S. DOWN TO C LAYER AND REPLACE WITH CLEAN MEDIUM SAND.

DEEP HOLE DATA

PERFORMED BY: JASON ELLIS, S.E.
 WITNESSED BY: SUE RASK, TRURO BOH
 TEST DATE: OCTOBER 18, 2002

DEPTH	#1	ELEV.	DEPTH	#2	ELEV.
0.0'	A LOAMY SAND 10YR4/3	61.9'	0.0'	A LOAMY SAND 10YR3/2	57.3'
1.86'	B LOAMY SAND 10YR4/6	60.24'	1.0'	B LOAMY SAND 10YR4/6	56.3'
3.5'	C MEDIUM SAND 10YR6/6	58.4'	1.86'	C COARSE SAND 10YR6/6	55.64'
10.0'	PERC @ 54" <2 MIN/IN	51.9'	10.0'	PERC @ 38" <2 MIN/IN	47.3'
NO WATER ENCOUNTERED			NO WATER ENCOUNTERED		

SEPTIC SYSTEM UPGRADE PLAN

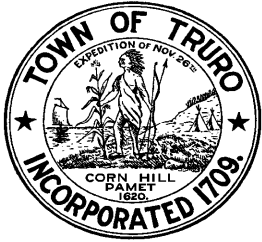
SUBJECT:
146 & 148 SHORE ROAD
 TRURO, MA

PREPARED FOR:
BIG FISHERMAN APTS.
 DONALD PERRY
 P.O. BOX 185
 NORTH TRURO, MA 02652

ASSESSOR'S
 MAP 22 PARCEL 47,48&49 SCALE: 1"=40'

DATE: NOVEMBER 12, 2002 SHEET 2 OF 2

AUG 1-1 2022
 RECEIVED BY:



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Darrin Tangeman, Town Manager

REQUESTED MEETING DATE: August 23, 2022

ITEM: Notice of Award and Contract for Housing Rehabilitation Services for Community Development Block Grant: The Resource, Inc.

EXPLANATION: The Select Board approved the FY2021 CDBG Grant Administration Agreement with Bailey Boyd Associates at their May 24, 2022 meeting. As part of their services, Bailey Boyd conducted the procurement process on behalf of the Town for the administration of the housing rehabilitation program by a sub-grantee. The Resource, Inc. (TRI) was selected and included in the Select Board's packet is the Procurement Process for Housing Rehabilitation Sub-grantees as prepared by Bailey Boyd.

As per the Agreement with Bailey Boyd, the Town Manager, designated as the Project Representative, will authorize the contract award on behalf of the Select Board. Alice Boyd of Bailey Boyd Associates will be present to answer any questions from the Board.

FINANCIAL SOURCE (IF APPLICABLE): Community Development Block Grant funds

IMPACT IF NOT APPROVED: The Town will not have a sub-grantee to administer the Housing Rehabilitation services.

SUGGESTED ACTION: *Motion to authorize the Town Manager to sign the contract with and notice of award to The Resource, Inc. for the implementation of the Town of Truro's Housing Rehabilitation Program as part of the Mass. CDBG Grant Program.*

ATTACHMENTS:

1. Contract with TRI for Housing Rehabilitation Program implementation services
2. Procurement Process for Housing Rehabilitation Sub-grantees
3. FY2021 CDBG Grant Administration Agreement

**AGREEMENT
BY AND BETWEEN
TOWN OF TRURO, MASSACHUSETTS
AND
THE RESOURCE, INC. FOR COMMUNITY & ECONOMIC DEVELOPMENT**

THIS AGREEMENT, was made as of the 3rd day of August, 2022 by and between the Town/City of Truro, Massachusetts (hereinafter referred as the MUNICIPALITY) and The Resource, Inc. (TRI) hereinafter referred to as the CONSULTANT).

WITNESSETH THAT:

WHEREAS, the MUNICIPALITY of Truro has entered into an agreement with the Commonwealth of Massachusetts' (hereinafter "Commonwealth") Department of Housing and Community Development (hereinafter "DHCD"), Massachusetts Community Development Block Grant Program (hereinafter "Mass. CDBG") to undertake a community development program of housing rehabilitation (hereinafter "Program") pursuant to the Housing and Community Development Act of 1974 (hereinafter "Act"), as amended, and regulations thereunder, and

WHEREAS, professional services relating to the implementation of the Housing Rehabilitation Program are sought to assist the MUNICIPALITY in the timely achievement of its Mass. CDBG Grant Program objectives.

NOW, THEREFORE, THE PARTIES HERETO DO AGREE AS FOLLOWS:

1. **ENGAGEMENT OF CONSULTANT:** The MUNICIPALITY hereby engages the CONSULTANT to perform the services set forth herein and the CONSULTANT hereby accepts the engagement.

2. **SCOPE OF SERVICES:** The CONSULTANT shall perform the necessary services as described in the approved proposal to the MUNICIPALITY of Truro, which is attached hereto and incorporated by reference herein as Attachment A as may be amended from time to time.

3. **RESPONSIBILITY OF THE MUNICIPALITY:** The MUNICIPALITY shall assume responsibility for assisting the CONSULTANT insofar as possible for the purpose of efficiency and furnishing the CONSULTANT with information needed to satisfactorily complete the services.

3.1 The MUNICIPALITY shall designate a project representative authorized to work with the CONSULTANT with respect to the project. The MUNICIPALITY'S representative is Alice Boyd, Grant Administrator. TELEPHONE 508 430-4499 x1.

4.1 **REPORTING:** The CONSULTANT will submit written reports to the MUNICIPALITY on the status of the professional services, according to the schedule and dates specified below, or at other times as required by an information request or reporting requirement of Mass. CDBG

REPORT: QUARTERLY REPORT

DATE DUE: TEN DAYS FOLLOWING THE END OF EACH QUARTER

5. **SUBCONTRACTS:** No subcontracts may be awarded by the CONSULTANT, the purpose of which is to fulfill in whole or in part the services required of the CONSULTANT, without prior written approval of the MUNICIPALITY and DHCD.

The CONSULTANT shall use its best efforts to ensure that it will not knowingly use funds under this contract to purchase, or enter into contracts to purchase, any equipment, services, or systems that use telecommunications equipment or services as a substantial or essential component of a system that is subject to 2 CFR § 200.216. In the event the CONSULTANT identifies covered telecommunications equipment or services used as a substantial

or essential component of any system, or as critical technology as part of any system that is subject to 2 CFR § 200.216, during Contract performance, the CONSULTANT shall alert the MUNICIPALITY as soon as possible and shall provide information on any measures taken to prevent recurrence.

6. TIME OF PERFORMANCE: The services of the CONSULTANT are to commence on or about August 3, 2022 and shall be undertaken and completed in sequence as to assure their expeditious completion.

6.1 All services required hereunder shall be completed by June 30, 2023.

6.2 If the contract is extended, no additional compensation shall be provided.

7. PAYMENTS AND COMPENSATION: The MUNICIPALITY will pay the CONSULTANT a total fee for Program Delivery in amount not to exceed One Hundred Seventy Three Thousand Dollars (\$173,000.00), with no reimbursements for out-of-pocket expenses, based on invoices submitted in a form approved by the MUNICIPALITY and according to the "Method and Schedule of Compensation," found as Attachment B.

8. GENERAL PROVISIONS:

8.1 RETENTION OF RECORDS: The CONSULTANT shall maintain in accordance with 2 CFR Part 200.333, and any Mass. CDBG regulations, procedures or guidelines, those books, records, and other documents, including but not limited to payroll records, and purchase orders that are sufficient to document that activities carried out were in accordance with this Agreement, and the primary objectives of the Act, and any other applicable laws and regulations. Such records shall contain all information pertaining to grant awards, authorizations, obligations, unobligated balances, assets, liabilities, outlays and income. The CONSULTANT shall maintain such records for a period of seven (7) years from the date of expiration of this Agreement, or if such records become the subject of audit findings, they shall be retained until such findings have been resolved, whichever is later.

8.1.1 PROGRAM INCOME: If the CONSULTANT's services under this Agreement includes the tracking, reporting, or utilizing of funds considered to be program income, CONSULTANT will track, report and utilize any and all such program income generated through CDBG funded activities as required by Mass. CDBG.

8.1.1. PHOTOGRAPHIC DOCUMENTATION (for construction projects only): CONSULTANT shall submit photographs to the MUNICIPALITY of all construction projects assisted with CDBG funds, illustrating conditions prior to, during, and at completion of the project. Photographs are to be kept on file electronically and submitted at any time as determined by DHCD.

8.2 ACCESS TO RECORDS: The CONSULTANT shall make all books, accounts, records, reports, files, and other papers, things or property, that relate to its activities under this Agreement, available at all reasonable times for inspection, review, and audit by DHCD, their authorized representatives, authorized representatives of the U.S. Department of Housing and Urban Development (hereinafter "HUD"), the Inspector General of the United States, or of the Commonwealth, the Auditor of the Commonwealth, and the Attorney General of the United States, or of the Commonwealth reserves the right of the Governor or his designee, the Secretary of Administration and Finance, and the State Auditor and his designee, at reasonable times and upon reasonable notice, to examine the books, records, and other complete data of the CONSULTANT which pertain to the performance of the provisions and requirements of this Agreement, as provided by Executive Order 195.

8.3. TERMINATION: The MUNICIPALITY may terminate the contract, for cause, upon fifteen (15) days written notice to the CONSULTANT. In case of termination, all finished and unfinished documents and records of the CONSULTANT relating to the Program shall become the property of the MUNICIPALITY. This Section 8.3 of this Agreement shall be superseded by federal HUD regulations and directives which outline provisions for termination for convenience and for termination in whole or in part pursuant to 2 CFR § 200.340.

8.3.1 In the event of termination, the CONSULTANT will be compensated for services provided to the date of termination, according to the "Method and Schedule of Compensation," Attachment B.

8.4 AMENDMENTS: This Agreement may be amended provided such amendment is in writing and executed by the parties to this Agreement, and receives approval from DHCD prior to its effective date.

8.5 NON-DISCRIMINATION: The CONSULTANT shall adhere to the requirements set forth in Title VI of the Civil Rights Act of 1964 (Public Law 88-352), and the regulations issued pursuant thereto by HUD; Title VIII of the Civil Rights Act of 1968 (Public Law 90-284), as amended; section 109 of the Housing and Community Development Act of 1974, and the HUD regulations issued pursuant thereto (24 CFR 570.601); Federal Executive Order 11063, as amended by Executive Order 12259 and the HUD regulations issued pursuant thereto (24 CFR 107); The Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.); Section 402 of the Veterans of the Vietnam Era Act (for projects of \$10,000 or more); Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794); Massachusetts General Laws Chapter 151B Section 1 et seq.; State Executive Order 478; Mass. CDBG regulations, procedures or guidelines; and all other applicable federal and state laws, regulations, guidelines and executive orders.

The CONSULTANT shall not discriminate against any employee or applicant for employment because of race, color, religious creed, national origin, sex, gender identity, sexual orientation, genetic information, ancestry, status as a veteran or any other basis prohibited by law. The CONSULTANT shall take affirmative action to ensure that qualified applicants for employment are employed, and that employees are treated during employment, without regard to their race, color, religious creed, national origin, sex, gender identity, sexual orientation, genetic information, ancestry, status as a veteran or any other basis prohibited by law. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The CONSULTANT shall post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause. The CONSULTANT shall state that all qualified applicants will receive consideration for employment without regard to race, color, religious creed, national origin, sex, gender identity, sexual orientation, genetic information, ancestry, status as a veteran or any other basis prohibited by law.

8.6 PROCUREMENT STANDARDS: The CONSULTANT shall adhere to the requirements set forth in and Mass. CDBG regulations or the Massachusetts CDBG Program Operations Manual, as applicable, as well as procedures and guidelines with respect to standards governing procurement, and any applicable provisions of Commonwealth laws and regulations relative thereto, including Chapter 30, section 39M; Chapter 149, section 44A through 44J; Chapter 484 of the Acts of 1984; and Chapter 30B. All procurement transactions without regard to dollar value shall be conducted in a manner that provides maximum free and open competition. It is national and state policy that the recipient take affirmative steps to award a fair share of contracts taken to assure that small and minority owned businesses are utilized when possible as sources of supplies, equipment, construction and services. The CONSULTANT shall maintain records sufficient to detail the process for procurement.

8.7 EQUAL EMPLOYMENT OPPORTUNITY. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11478, "Further Amendments to Executive Order 11478, Equal Employment Opportunity in the Federal Government, and Executive Order 11246 Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

8.8 EMPLOYMENT OPPORTUNITIES: Where applicable, the CONSULTANT shall comply with provisions of Section 3 of the Housing and Community Development Act of 1968 (12 U.S.C. 1701u) and the HUD regulations issued pursuant thereto (24 U.S.C. 135), which shall serve as guidance for the implementation of said section.

8.9 FAIR HOUSING: In addition to the laws and regulations set forth herein with respect to ensuring fair housing opportunities, the CONSULTANT shall adhere to the provisions of State Executive Orders 215 and 526.

8.10 LABOR STANDARDS: Where applicable, the CONSULTANT shall adhere to the provisions of Section 110 of the Act, and the Massachusetts General Laws Chapter 149 sections 26 to 27D inclusive (as amended by Chapter 484 of the Acts of 1984). In the case of the rehabilitation of commercial property, or rehabilitation of residential property designed for residential use of eight or more families, the CONSULTANT shall adhere to the Federal Labor Standards Provisions (HUD Handbook 1344.1), the requirements of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327 et. seq.) and the Copeland Anti-Kickback Act.

8.11 CONFLICT OF INTEREST: The CONSULTANT shall adhere to the mandates of the Massachusetts Conflict of Interest Statute, M.G.L. c.268A, the federal Conflict of Interest Provisions at 24 CFR 570.489 and the federal Hatch Act, 5 U.S.C. ss 1501 et seq.

8.12 DOMESTIC PREFERENCES FOR PROCUREMENTS: Pursuant to 2 CFR § 200.322, the CONSULTANT should, to the greatest extent practicable under this Agreement and as appropriate and to the extent consistent with law, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States. The CONSULTANT shall include this requirement in agreements with subgrantees, including all contracts and purchase orders for work or products under this Agreement.

8.13 COMPLIANCE WITH FEDERAL, STATE, AND LOCAL LAWS AND REGULATIONS, AND CDBG REGULATIONS, PROCEDURES, AND GUIDELINES: All activities authorized by this Agreement shall be subject to and performed in accordance with the provisions of the MUNICIPALITY's Grant Agreement with DHCD and all its attachments (including, where relevant, Section 4.14, Flood Disaster Protection, 4.15, Historic Preservation, 4.16, Additional Environmental Requirements, 4.17, Lead Paint Hazards, and 4.18 Relocation Assistance), all applicable federal, state, and local laws and regulations, including but not limited to any applicable regulations issued by HUD published in 24 CFR Part 570, as may be amended from time to time. The CONSULTANT shall comply with the provisions of 2 CFR Part 200, "Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards," and all applicable State and local laws and regulations, including but not limited to those specifically stated herein, any additional regulations, procedures or guidelines as may be established or amended by DHCD.

9. AVAILABILITY OF FUNDS: The compensation provided by this Agreement is subject to the continued availability of federal funds for Mass. CDBG, and to the continued eligibility of the Commonwealth and the MUNICIPALITY to receive such funds.

10. INDEMNIFICATION: The CONSULTANT shall indemnify, defend, and hold the MUNICIPALITY harmless from and against any and all claims, demand, liabilities, actions, causes of actions, cost and expenses caused by or arising out of the CONSULTANT's breach of this Agreement or the negligence or misconduct of the CONSULTANT, or the agents or employees.

11. LICENSES: The CONSULTANT shall procure and keep current any licenses, certifications, or permits required for any activity to be undertaken as part of the Scope of Services, Attachment A, as required by federal, state or local laws or regulations, and shall comply with the provisions of 2 CFR Part 200.325 with respect to any bonding or other insurance requirements.

12. CONFIDENTIALITY: The CONSULTANT will protect the privacy of, and respect the confidentiality of information provided by, program participants, the MUNICIPALITY, and DHCD, consistent with applicable federal and Commonwealth laws and regulations, including M.G.L., C. 66A, regarding access to public records, M.G.L. c. 93H; M.G.L. c. 66 sec. 17A and any applicable regulations, including without limitation, 801 CMR 3.00: Privacy and Confidentiality and 201 CMR 17.00: Standards for the Protection of Personal Information of Residents of the Commonwealth.

The CONSULTANT certifies that the CONSULTANT has reviewed and shall comply with all information security programs, plans, guidelines, standards and policies that apply to the work to be performed under this Agreement, that the CONSULTANT shall communicate these provisions to and enforce them against its subcontractors, and that the CONSULTANT shall implement and maintain any other reasonable and appropriate

security procedures and practices necessary to protect personal information to which the CONSULTANT is given access as part of this Agreement, from unauthorized access, destruction use, modification, disclosure, or loss.

The CONSULTANT understands and agrees that only those individuals who must access personal data for the performance of their job duties under CDBG are authorized to access such personal data. These authorized individuals shall not use or disclose this data for purposes other than those required to fulfill their job duties under CDBG. Pursuant to the above, the CONSULTANT acts as a holder of personal data and the CONSULTANT certifies that it and its authorized employees shall comply with all Federal and State laws and regulations applicable to the data, including but not limited to M.G.L. c. 66A, M.G.L. c. 93H, and M.G.L. c. 66 sec. 17A. The MUNICIPALITY and the CONSULTANT shall not use any of the foregoing data for any purpose described in Section 603(d)(1) of the federal Fair Credit Reporting Act (15 U.S.C. § 1681a(d)(1)) or in any manner that would cause DHCD, the MUNICIPALITY, or the CONSULTANT to be considered a "consumer reporting agency" under Section 603(f) of the federal Fair Credit Reporting Act (15 U.S.C. § 1681a(f)).

The CONSULTANT and its employees shall generally not conduct Massachusetts CDBG program business through or send confidential Massachusetts CDBG program business information to the employee's personal email account. In addition, the CONSULTANT will promptly notify DHCD in the event of any security breach including the unauthorized access, disbursement, use or disposal of the Massachusetts CDBG program business records and information. In the event of a security breach, the CONSULTANT will cooperate with the MUNICIPALITY, DHCD, and their authorized representatives and will provide access to any information necessary to respond to the security breach.

13. **COPYRIGHT:** No material prepared in whole or in part under this Agreement shall be subject to copyright in the United States of America or in any other country except with the prior written approval of Mass. CDBG.

14. **RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT:** If the Federal award meets the definition of "funding agreement" under 37 CFR § 401.2 (a) and the MUNICIPALITY or the CONSULTANT wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the CONSULTANT will comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

15. **CLEAN AIR ACT (42 U.S.C. 7401-7671Q.) AND THE FEDERAL WATER POLLUTION CONTROL ACT (33 U.S.C. 1251-1387), AS AMENDED:** If the amount of the contract or subgrant exceeds \$150,000, the CONSULTANT agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency.

16. **ENERGY POLICY AND CONSERVATION ACT (42 U.S.C. 6201):** Mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan must be issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. 6201).

17. **DEBARMENT AND SUSPENSION (EXECUTIVE ORDERS 12549 AND 12689):** A contract (see 2 CFR 180.220) must not be made with parties listed on the government-wide Excluded Parties List System in the System for Award Management (hereinafter "SAM"), in accordance with the United States Office of Management and Budget guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR Part 1986 Comp., p. 189) and 12689 (3 CFR Part 1989 Comp., p. 235), "Debarment and Suspension." The Excluded Parties List System in SAM contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. The MUNICIPALITY is not currently debarred or suspended by the federal or state government under any law or regulation. The CONSULTANT certifies that neither it nor any of its subcontractors are currently debarred or suspended by the federal or state government under any law or regulation.

18. **BYRD ANTI-LOBBYING AMENDMENT (31 U.S.C. 1352):** Contractors, including both the MUNICIPALITY and the CONSULTANT, that request or receive an award of \$100,000 or more must file the required certification set out in Appendix A to 45 CFR Part 93. Each tier must certify to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award. The CONSULTANT shall herewith provide the MUNICIPALITY the certification set out in Appendix A to 45 CFR Part 93.

19. **CLOSEOUT:** The CONSULTANT shall follow such policies and procedures with respect to close-out of any associated grant as may be required by Mass. CDBG.

20. **CERTIFICATE OF TAX COMPLIANCE:** The following Certificate of Tax Compliance must be completed and submitted as part of this Agreement:

Certificate of Tax Compliance	
Pursuant to Massachusetts General Laws, Chapter 62C, Section 49A, I certify under the penalties of perjury that to the best of his/her knowledge and belief I am in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.	
Contractor: By: <u>Melissa NVA Executive Director</u>	<u>August 3, 2022</u>
<small>(signature of authorized representative & title)</small>	<small>(date)</small>

21. **SEVERABILITY:** If any provision of this Agreement is held invalid, the remainder of this Agreement shall not be affected thereby, and all other parts of this Agreement shall nevertheless be in full force and effect.

IN WITNESS THEREOF, the MUNICIPALITY and the CONSULTANT have executed this AGREEMENT under seal in triplicate as of the date above written.

Approvals and Signatures

By: TOWN/CITY OF TRURO:		By: CONSULTANT The Resource, Inc. (TRI)	
Authorized Signatory	Date	name <u>Melissa NVA</u>	Date <u>8/3/2022</u>
Certification as to Availability of Funds:		Approval of Contract as to Form:	
Town/City Accountant	Date	Town Counsel/City Solicitor	Date
Approval of Contract as to Appropriate Procurement Method			
Town/City Procurement Officer		Date	

ATTACHMENT A: SCOPE OF SERVICES
HOUSING REHABILITATION

The Sub-grantee shall perform the necessary project implementation services as presented in the Town's FY 21 CDBG Grant Application. These professional services will include:

- Oversight of all aspects of the housing rehabilitation program
- Preparation and on-time submission of all quarterly report documentation with photographs
- Preparation and submission of monthly draw down on the first day of each month based on invoices in hand
- Beneficiary qualification and full income documentation
- Individual environmental reviews of each property
- Procurement of federal lead paint risk assessor
- Procurement of licensed construction supervisor/rehabilitation specialist
- Qualifying and oversight of all contractors
- Completion of each project in a timely fashion
- Preparation of extensions to contracts when necessitated
- Contracting with homeowners
- Work write-ups, progress inspections, final inspections meeting DHCD requirements
- Processing of payment requests to contractors
- Management of construction escrow account in accordance with DHCD requirements
- Maintenance of all program files in accordance with DHCD guidelines
- Participation in DHCD program monitorings
- Coordination and monitoring with Grant Administrator
- Monthly reconciliation of housing rehab escrow account with Grant Administrator
- Consistent coordination with local Weatherization Assistance Program regarding cross-referral, cost sharing and joint scheduling of projects.
- Provide "before" and "after" photographs of each project.
- Timely completion of agency audit
- Participation in the "paperless" grant management process
- Weekly update of the program Matrix
- Maintain all program files on Dropbox with original signatures maintained in hard copy
- Creation and collection of windshield surveys, wait lists and application support materials
- All other responsibilities as itemized in the RFP and Bidder's Response

ATTACHMENT B: METHOD & SCHEDULE OF COMPENSATION

Compensation shall be provided on a cost reimbursement basis as stipulated by line item in the approved grant agreement. Invoices must be sent with all back up to the Grant Administrator on the first day of each month. Compensation relies upon the receipt of drawdowns from the funding source and payment via the Town fiscal office.



Procurement Process for Housing Rehabilitation Sub-grantees

- 1) During the grant application process, the RFP for a housing rehabilitation sub-grantee is submitted to the funding source as part of the grant application. This is a DHCD template RFP that is customized for the community
- 2) The grant administrator updates the dates and awarded funding in the RFP and advertises the bid in the Commonwealth of Massachusetts Bulletin of Goods & Services, then advertises for two consecutive weeks in a local newspaper
- 3) Interested bidders download the bid from our website where their name, email and address are captured
- 4) If a bidder submits a question during the allowable time frame, or if an error is found, an Addendum to the bid is issued and all bidders are notified via email, and reminded that they must acknowledge the addenda in their bid response
- 5) Bid responses are opened with a witness at the designated time and reviewed for completeness. A bid is considered complete if:
 - a. The Price Proposal is in a separate sealed envelope
 - b. The Technical Proposal includes a signed Statement of Non-Collusion
 - c. The Technical Proposal acknowledges any addenda issued, if applicable
- 6) The Bid Opening Form is signed by both parties. The Price Proposal is set aside, unopened
- 7) The Grant Administrator(s) review each bid and complete the score sheet that correlates with the criteria in the RFP. Each response to the RFP question is scored Highly Advantageous, Advantageous or Non-Advantageous, according to the process established in the RFP
- 8) The Grant Administrator checks each bidder on state and federal debarment websites
- 9) If there are multiple bids, the Score Sheet is submitted to the Town Manager/Chief Procurement Officer for review and selection along with copies of the RFP responses and the sealed price proposals
- 10) If there is only one eligible, compliant bidder, the Grant Administrator notifies the Town Manager
- 11) Upon completion of the award process, either the Town or Grant Administrator notifies all parties of the outcome of the bid
- 12) A contract is sent to the winning bidder
- 13) The procurement process is monitored by DHCD and audited by town auditors annually

**AGREEMENT
BY AND BETWEEN
TOWN OF TRURO, MASSACHUSETTS
AND
BAILEY BOYD ASSOCIATES, INC.**

THIS AGREEMENT, was made as of the 18th day of May, 2022 by and between the Town/City of Truro, Massachusetts (hereinafter referred as the MUNICIPALITY) and Bailey Boyd Associates, Inc. hereinafter referred to as the CONSULTANT).

WITNESSETH THAT:

WHEREAS, the MUNICIPALITY of Truro has entered into an agreement with the Commonwealth of Massachusetts' (hereinafter "Commonwealth") Department of Housing and Community Development (hereinafter "DHCD"), Massachusetts Community Development Block Grant Program (hereinafter "Mass. CDBG") to undertake a community development program of housing rehabilitation and childcare subsidies (hereinafter "Program") pursuant to the Housing and Community Development Act of 1974 (hereinafter "Act"), as amended, and regulations thereunder, and

WHEREAS, professional services relating to the implementation and administration of the Program are sought to assist the MUNICIPALITY in the timely achievement of its Mass. CDBG Grant Program objectives.

NOW, THEREFORE, THE PARTIES HERETO DO AGREE AS FOLLOWS:

1. **ENGAGEMENT OF CONSULTANT:** The MUNICIPALITY hereby engages the CONSULTANT to perform the services set forth herein and the CONSULTANT hereby accepts the engagement.

2. **SCOPE OF SERVICES:** The CONSULTANT shall perform the necessary services as described in the approved proposal to the MUNICIPALITY of Truro, which is attached hereto and incorporated by reference herein as Attachment A as may be amended from time to time.

3. **RESPONSIBILITY OF THE MUNICIPALITY:** The MUNICIPALITY shall assume responsibility for assisting the CONSULTANT insofar as possible for the purpose of efficiency and furnishing the CONSULTANT with information needed to satisfactorily complete the services.

3.1 The MUNICIPALITY shall designate a project representative authorized to work with the CONSULTANT with respect to the project. The MUNICIPALITY'S representative is Darrin Tangeman, Town Manager, 508-349-7004 x111.

4.1 **REPORTING:** The CONSULTANT will submit written reports to the MUNICIPALITY on the status of the professional services, according to the schedule and dates specified below, or at other times as required by an information request or reporting requirement of Mass. CDBG

REPORT: QUARTERLY REPORT

DATE DUE: FIFTEEN DAYS FOLLOWING THE END OF EACH QUARTER

5. **SUBCONTRACTS:** No subcontracts may be awarded by the CONSULTANT, the purpose of which is to fulfill in whole or in part the services required of the CONSULTANT, without prior written approval of the MUNICIPALITY and DHCD.

The CONSULTANT shall use its best efforts to ensure that it will not knowingly use funds under this contract to purchase, or enter into contracts to purchase, any equipment, services, or systems that use telecommunications equipment or services as a substantial or essential component of a system that is subject to 2 CFR § 200.216. In the event the CONSULTANT identifies covered telecommunications equipment or services used as a substantial

or essential component of any system, or as critical technology as part of any system that is subject to 2 CFR § 200.216, during Contract performance, the CONSULTANT shall alert the MUNICIPALITY as soon as possible and shall provide information on any measures taken to prevent recurrence.

6. TIME OF PERFORMANCE: The services of the CONSULTANT are to commence on or about May 24, 2022, and shall be undertaken and completed in sequence as to assure their expeditious completion.

6.1 All services required hereunder shall be completed by June 30, 2023.

6.2 If the contract is extended, no additional compensation shall be provided.

7. PAYMENTS AND COMPENSATION: The MUNICIPALITY will pay the CONSULTANT a total fee in amount not to exceed One Hundred Sixty Five Thousand Five Hundred Dollars (\$165,500.00), with no reimbursements for out-of-pocket expenses, based on invoices submitted in a form approved by the MUNICIPALITY and according to the "Method and Schedule of Compensation," found as Attachment B.

8. GENERAL PROVISIONS:

8.1 RETENTION OF RECORDS: The CONSULTANT shall maintain in accordance with 2 CFR Part 200.333, and any Mass. CDBG regulations, procedures or guidelines, those books, records, and other documents, including but not limited to payroll records, and purchase orders that are sufficient to document that activities carried out were in accordance with this Agreement, and the primary objectives of the Act, and any other applicable laws and regulations. Such records shall contain all information pertaining to grant awards, authorizations, obligations, unobligated balances, assets, liabilities, outlays and income. The CONSULTANT shall maintain such records for a period of seven (7) years from the date of expiration of this Agreement, or if such records become the subject of audit findings, they shall be retained until such findings have been resolved, whichever is later.

8.1.1 PROGRAM INCOME: If the CONSULTANT's services under this Agreement includes the tracking, reporting, or utilizing of funds considered to be program income, CONSULTANT will track, report and utilize any and all such program income generated through CDBG funded activities as required by Mass. CDBG.

8.1.1. PHOTOGRAPHIC DOCUMENTATION (for construction projects only): CONSULTANT shall submit photographs to the MUNICIPALITY of all construction projects assisted with CDBG funds, illustrating conditions prior to, during, and at completion of the project. Photographs are to be kept on file electronically and submitted at any time as determined by DHCD.

8.2 ACCESS TO RECORDS: The CONSULTANT shall make all books, accounts, records, reports, files, and other papers, things or property, that relate to its activities under this Agreement, available at all reasonable times for inspection, review, and audit by DHCD, their authorized representatives, authorized representatives of the U.S. Department of Housing and Urban Development (hereinafter "HUD"), the Inspector General of the United States, or of the Commonwealth, the Auditor of the Commonwealth, and the Attorney General of the United States, or of the Commonwealth reserves the right of the Governor or his designee, the Secretary of Administration and Finance, and the State Auditor and his designee, at reasonable times and upon reasonable notice, to examine the books, records, and other compilative data of the CONSULTANT which pertain to the performance of the provisions and requirements of this Agreement, as provided by Executive Order 195.

8.3. TERMINATION: The MUNICIPALITY may terminate the contract, for cause, upon fifteen (15) days written notice to the CONSULTANT. In case of termination, all finished and unfinished documents and records of the CONSULTANT relating to the Program shall become the property of the MUNICIPALITY. This Section 8.3 of this Agreement shall be superseded by federal HUD regulations and directives which outline provisions for termination for convenience and for termination in whole or in part pursuant to 2 CFR § 200.340.

8.3.1 In the event of termination, the CONSULTANT will be compensated for services provided to the date of termination, according to the "Method and Schedule of Compensation," Attachment B.

8.4 AMENDMENTS: This Agreement may be amended provided such amendment is in writing and executed by the parties to this Agreement, and receives approval from DHCD prior to its effective date.

8.5 NON-DISCRIMINATION: The CONSULTANT shall adhere to the requirements set forth in Title VI of the Civil Rights Act of 1964 (Public Law 88-352), and the regulations issued pursuant thereto by HUD; Title VIII of the Civil Rights Act of 1968 (Public Law 90-284), as amended; section 109 of the Housing and Community Development Act of 1974, and the HUD regulations issued pursuant thereto (24 CFR 570.601); Federal Executive Order 11063, as amended by Executive Order 12259 and the HUD regulations issued pursuant thereto (24 CFR 107); The Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.); Section 402 of the Veterans of the Vietnam Era Act (for projects of \$10,000 or more); Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794); Massachusetts General Laws Chapter 151B Section 1 et seq.; State Executive Order 478; Mass. CDBG regulations, procedures or guidelines; and all other applicable federal and state laws, regulations, guidelines and executive orders.

The CONSULTANT shall not discriminate against any employee or applicant for employment because of race, color, religious creed, national origin, sex, gender identity, sexual orientation, genetic information, ancestry, status as a veteran or any other basis prohibited by law. The CONSULTANT shall take affirmative action to ensure that qualified applicants for employment are employed, and that employees are treated during employment, without regard to their race, color, religious creed, national origin, sex, gender identity, sexual orientation, genetic information, ancestry, status as a veteran or any other basis prohibited by law. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The CONSULTANT shall post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause. The CONSULTANT shall state that all qualified applicants will receive consideration for employment without regard to race, color, religious creed, national origin, sex, gender identity, sexual orientation, genetic information, ancestry, status as a veteran or any other basis prohibited by law.

8.6 PROCUREMENT STANDARDS: The CONSULTANT shall adhere to the requirements set forth in and Mass. CDBG regulations or the Massachusetts CDBG Program Operations Manual, as applicable, as well as procedures and guidelines with respect to standards governing procurement, and any applicable provisions of Commonwealth laws and regulations relative thereto, including Chapter 30, section 39M; Chapter 149, section 44A through 44J; Chapter 484 of the Acts of 1984; and Chapter 30B. All procurement transactions without regard to dollar value shall be conducted in a manner that provides maximum free and open competition. It is national and state policy that the recipient take affirmative steps to award a fair share of contracts taken to assure that small and minority owned businesses are utilized when possible as sources of supplies, equipment, construction and services. The CONSULTANT shall maintain records sufficient to detail the process for procurement.

8.7 EQUAL EMPLOYMENT OPPORTUNITY. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of “federally assisted construction contract” in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11478, “Further Amendments to Executive Order 11478, Equal Employment Opportunity in the Federal Government, and Executive Order 11246 Equal Employment Opportunity,” and implementing regulations at 41 CFR part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.”

8.8 EMPLOYMENT OPPORTUNITIES: Where applicable, the CONSULTANT shall comply with provisions of Section 3 of the Housing and Community Development Act of 1968 (12 U.S.C. 1701u) and the HUD regulations issued pursuant thereto (24 U.S.C. 135), which shall serve as guidance for the implementation of said section.

8.9 FAIR HOUSING: In addition to the laws and regulations set forth herein with respect to ensuring fair housing opportunities, the CONSULTANT shall adhere to the provisions of State Executive Orders 215 and 526.

8.10 LABOR STANDARDS: Where applicable, the CONSULTANT shall adhere to the provisions of Section 110 of the Act, and the Massachusetts General Laws Chapter 149 sections 26 to 27D inclusive (as amended by Chapter 484 of the Acts of 1984). In the case of the rehabilitation of commercial property, or rehabilitation of residential property designed for residential use of eight or more families, the CONSULTANT shall adhere to the Federal Labor Standards Provisions (HUD Handbook 1344.1), the requirements of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327 et. seq.) and the Copeland Anti-Kickback Act.

8.11 CONFLICT OF INTEREST: The CONSULTANT shall adhere to the mandates of the Massachusetts Conflict of Interest Statute, M.G.L. c.268A, the federal Conflict of Interest Provisions at 24 CFR 570.489 and the federal Hatch Act, 5 U.S.C. ss 1501 et seq.

8.12 DOMESTIC PREFERENCES FOR PROCUREMENTS: Pursuant to 2 CFR § 200.322, the CONSULTANT should, to the greatest extent practicable under this Agreement and as appropriate and to the extent consistent with law, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States. The CONSULTANT shall include this requirement in agreements with subgrantees, including all contracts and purchase orders for work or products under this Agreement.

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9. AVAILABILITY OF FUNDS: The compensation provided by this Agreement is subject to the continued availability of federal funds for Mass. CDBG, and to the continued eligibility of the Commonwealth and the MUNICIPALITY to receive such funds.

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12. CONFIDENTIALITY: The CONSULTANT will protect the privacy of, and respect the confidentiality of information provided by, program participants, the MUNICIPALITY, and DHCD, consistent with applicable federal and Commonwealth laws and regulations, including M.G.L., C. 66A, regarding access to public records, M.G.L. c. 93H; M.G.L. c. 66 sec. 17A and any applicable regulations, including without limitation, 801 CMR 3.00: Privacy and Confidentiality and 201 CMR 17.00: Standards for the Protection of Personal Information of Residents of the Commonwealth.

The CONSULTANT certifies that the CONSULTANT has reviewed and shall comply with all information security programs, plans, guidelines, standards and policies that apply to the work to be performed under this Agreement, that the CONSULTANT shall communicate these provisions to and enforce them against its subcontractors, and that the CONSULTANT shall implement and maintain any other reasonable and appropriate

security procedures and practices necessary to protect personal information to which the CONSULTANT is given access as part of this Agreement, from unauthorized access, destruction use, modification, disclosure, or loss.

The CONSULTANT understands and agrees that only those individuals who must access personal data for the performance of their job duties under CDBG are authorized to access such personal data. These authorized individuals shall not use or disclose this data for purposes other than those required to fulfill their job duties under CDBG. Pursuant to the above, the CONSULTANT acts as a holder of personal data and the CONSULTANT certifies that it and its authorized employees shall comply with all Federal and State laws and regulations applicable to the data, including but not limited to M.G.L. c. 66A, M.G.L. c. 93H, and M.G.L. c. 66 sec. 17A. The MUNICIPALITY and the CONSULTANT shall not use any of the foregoing data for any purpose described in Section 603(d)(1) of the federal Fair Credit Reporting Act (15 U.S.C. § 1681a(d)(1)) or in any manner that would cause DHCD, the MUNICIPALITY, or the CONSULTANT to be considered a "consumer reporting agency" under Section 603(f) of the federal Fair Credit Reporting Act (15 U.S.C. § 1681a(f)).

The CONSULTANT and its employees shall generally not conduct Massachusetts CDBG program business through or send confidential Massachusetts CDBG program business information to the employee's personal email account. In addition, the CONSULTANT will promptly notify DHCD in the event of any security breach including the unauthorized access, disbursement, use or disposal of the Massachusetts CDBG program business records and information. In the event of a security breach, the CONSULTANT will cooperate with the MUNICIPALITY, DHCD, and their authorized representatives and will provide access to any information necessary to respond to the security breach.

13. COPYRIGHT: No material prepared in whole or in part under this Agreement shall be subject to copyright in the United States of America or in any other country except with the prior written approval of Mass. CDBG.

14. RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT: If the Federal award meets the definition of "funding agreement" under 37 CFR § 401.2 (a) and the MUNICIPALITY or the CONSULTANT wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the CONSULTANT will comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

15. CLEAN AIR ACT (42 U.S.C. 7401-7671Q.) AND THE FEDERAL WATER POLLUTION CONTROL ACT (33 U.S.C. 1251-1387), AS AMENDED: If the amount of the contract or subgrant exceeds \$150,000, the CONSULTANT agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency.

16. ENERGY POLICY AND CONSERVATION ACT (42 U.S.C. 6201): Mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan must be issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. 6201).

17. DEBARMENT AND SUSPENSION (EXECUTIVE ORDERS 12549 AND 12689): A contract (see 2 CFR 180.220) must not be made with parties listed on the government-wide Excluded Parties List System in the System for Award Management (hereinafter "SAM"), in accordance with the United States Office of Management and Budget guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR Part 1986 Comp., p. 189) and 12689 (3 CFR Part 1989 Comp., p. 235), "Debarment and Suspension." The Excluded Parties List System in SAM contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. The MUNICIPALITY is not currently debarred or suspended by the federal or state government under any law or

regulation. The CONSULTANT certifies that neither it nor any of its subcontractors are currently debarred or suspended by the federal or state government under any law or regulation.

18. BYRD ANTI-LOBBYING AMENDMENT (31 U.S.C. 1352): Contractors, including both the MUNICIPALITY and the CONSULTANT, that request or receive an award of \$100,000 or more must file the required certification set out in Appendix A to 45 CFR Part 93. Each tier must certify to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award. The CONSULTANT shall herewith provide the MUNICIPALITY the certification set out in Appendix A to 45 CFR Part 93.

19. CLOSEOUT: The CONSULTANT shall follow such policies and procedures with respect to close-out of any associated grant as may be required by Mass. CDBG.

20. CERTIFICATE OF TAX COMPLIANCE: The following Certificate of Tax Compliance must be completed and submitted as part of this Agreement:

Certificate of Tax Compliance	
Pursuant to Massachusetts General Laws, Chapter 62C, Section 49A, I certify under the penalties of perjury that to the best of his/her knowledge and belief I am in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.	
Contractor: By: _____	_____
(signature of authorized representative & title)	(date)

21. SEVERABILITY: If any provision of this Agreement is held invalid, the remainder of this Agreement shall not be affected thereby, and all other parts of this Agreement shall nevertheless be in full force and effect.

IN WITNESS THEREOF, the MUNICIPALITY and the CONSULTANT have executed this AGREEMENT under seal in triplicate as of the date above written.

Approvals and Signatures

By: TOWN/CITY OF TRURO:	By: CONSULTANT Bailey Boyd Associates, Inc.
Authorized Signatory _____ Date _____	name _____ Date _____
<u>Certification as to Availability of Funds:</u>	<u>Approval of Contract as to Form:</u>
Town/City Accountant _____ Date _____	Town Counsel/City Solicitor _____ Date _____
<u>Approval of Contract as to Appropriate Procurement Method</u>	
Town/City Procurement Officer _____ Date _____	

ATTACHMENT A: SCOPE OF SERVICES

GRANT ADMINISTRATOR

The Grant Administrator shall perform the necessary administrative services as presented in the Town's FY 21 CDBG Application activity and RFP for grant administration. These services will include:

- grant start-up which includes preparation of grant administration contracts, submission for funding source approval, assistance with procurement of housing rehab subgrantee, completion of special conditions, environmental review, publication of legal notices, meetings with town staff including office manager, town accountant and treasurer, training of sub-grantee staff, review of all program regulations, marketing materials and documentation including applications, closing documents, deed restrictions, etc., review of grant bank accounts, request for release of funds, project start-up including initial procurement and initial set up of OCDGMS system
- kick off meeting then daily phone call(s) with sub-grantee to resolve program issues, client problems and construction questions. Monthly consultation with sub-grantee to include review of client matrix, oversight of all program activities, review and approval of all case files previous to closings and during construction, review of work write-ups, marketing, income qualification, beneficiary coordination, contractor selection, work inspection, and all other program implementation and follow-up issues
- daily or weekly input to OCDGMS system
- formal quarterly monitoring of sub-grantee to include review of all written materials and program files
- coordination and submission of quarterly reports
- review and submission of any single case waivers or program amendments and extensions
- set up, advertise, and coordinate interim public hearing
- monthly audit of program bank accounts
- monthly drawdown, tracking of funds and preparation of warrant request for program funds
- assistance with subordination agreements
- coordination and representation in all funding source monitorings
- participation in town audit of grant programs
- completion of bid documentation, program procurement, hiring, and all other documentation required by the funding source or the Town
- coordination with other housing agencies
- coordination with other participating funding sources
- oversight and implementation of grievance procedure
- report to Select Board at least twice during the grant period
- meetings with local housing committees and housing authorities regarding program
- completion and/or oversight of all other administrative and program issues
- final close-out of program including all funding source requirements and final monitoring of program

CHILDCARE SUBSIDY PROGRAM

- Program start-up
- Marketing of childcare subsidy program through the media, childcare providers, schools and the community
- Development and distribution of childcare flyers, applications, income documentation guidance
- Development of childcare provider rules and paperwork for acceptance and payment
- Regular meetings with childcare providers
- Income documentation of all applicants
- Assist families in completing applications and securing childcare
- Final approval of all applicants
- Training sessions for providers
- Regular monitoring of participant attendance
- Regular monitoring of childcare providers for licenses, adherence to program rules
- Emergency assistance to families in crisis regarding childcare needs
- Quarterly meeting with all providers
- Report to the Assistant Town Administrator, Town Administrator & Select Board
- Quarterly Reports
- Participation in childcare meetings throughout the community, as appropriate

ATTACHMENT B: SCHEDULE OF COMPENSATION

TRURO FY21 CDBG Grant Administration			
Personnel:	Grant Administration	Childcare Subsidy	Total
Grant Administrator	\$50,000	\$0	\$50,000
Fiscal Administrator	\$40,000	\$0	\$40,000
Clerk/Bookkeeper	\$6,500	\$4,000	\$10,500
Childcare Subsidy Program Manager	\$0	\$14,500	\$14,500
Taxes & Fringe:			
Grant Administrator	\$17,000	\$0	\$17,000
Fiscal Administrator	\$13,600	\$0	\$13,600
Clerk/Bookkeeper	\$455	\$280	\$735
Childcare Subsidy Program Manager	\$0	\$4,930	\$4,930
Total Personnel	\$127,555	\$23,710	\$151,265
Program Delivery:			
Memberships/Publications	\$300	\$50	\$350
Training & Education	\$450	\$25	\$475
Travel	\$2,300	\$350	\$2,650
Accounting/disbursements	\$0	\$0	\$0
Legal Services	\$200	\$0	\$200
Advertising	\$175	\$195	\$370
Printing	\$200	\$200	\$400
Communications	\$1,620	\$250	\$1,870
Supplies & Materials	\$650	\$350	\$1,000
Maintenance & Repairs	\$400	\$0	\$400
Audit	\$0	\$0	\$0
Computer & related expenses	\$750	\$150	\$900
Equipment	\$0	\$0	\$0
Professional Services	\$0	\$220	\$220
Other- Insurance, Utilities	\$2,400	\$0	\$2,400
Application Preparation (FY21)	\$3,000	\$0	\$3,000
Total Program Delivery	\$12,445	\$1,790	\$14,235
TOTAL PRICE PROPOSAL	\$140,000	\$25,500	\$165,500

FY21 Application Preparation: \$3,000

Project start-up: approximately \$10,105 based upon salaries and reimbursable costs

- grant start-up which includes procurement of sub-grantee, sub-grantee and administration contracts, completion of special conditions, preparation and advertisement of environmental review, preparation and payment for publication of legal notices, meetings with town staff including town manager, accountant and treasurer, training of sub-grantee staff, review of all program regulations, marketing materials and documentation including applications, self-declarations, etc., review of program content and schedule, request for release of funds, project start-up including initial procurement and initial set up of OCDGMS system

Staff responsible: Grant Administrator, Fiscal Administrator, Childcare Subsidy Coordinator, Clerk/Bookkeeper

Monthly grant administration: \$9,486 per month for 15 months (approximation, based upon salaries and monthly reimbursable costs)

- daily phone call(s) with sub-grantee to resolve program issues, marketing and client questions. Weekly meetings with sub-grantee to include review of client matrix, oversight of all program activities, review and approval of all case files previous to closings, review of marketing, income qualification, beneficiary coordination, consultant procurement, and all other program implementation and follow-up issues
- daily or weekly input to OCDGMS system
- formal quarterly monitoring of sub-grantee to include review of all written materials and program files
- coordination of quarterly reports
- review and submission of any program amendments or extensions
- set up, advertise, and coordinate interim public hearing
- monthly audit of bank account
- monthly drawdown, tracking of funds and preparation of warrant request for program funds
- coordination and representation in all funding source monitoring
- participation in town audit of grant programs
- completion of bid documentation, program procurement, hiring, and all other

documentation required by the funding source or the Town

- oversight and implementation of grievance procedure
- report to all participating Boards of Selectmen at least twice during the grant period meeting with Town Administrator monthly regarding program issues
- meetings with local housing committees regarding program
- day-to-day operation of childcare subsidy program
- completion and/or oversight of all other administrative and program issues.

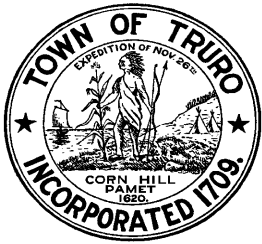
Staff responsible: Grant Administrator, Fiscal Administrator, Childcare Subsidy Coordinator, Clerk/Bookkeeper

Project close-out: \$10,105 (approximate, based upon salaries and final reimbursable costs)

- Final close-out of program including all funding source requirements and final monitoring of program
- Participation in town audit for two fiscal years

Staff responsible: Grant Administrator, Fiscal Administrator, Childcare Subsidy Coordinator, Clerk/Bookkeeper

- ***Estimate is based upon grant administration salaries and reimbursement for line item expenses associated with the administration of this grant which will vary monthly based upon actual line item costs***



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Finance

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

REQUESTED MEETING DATE: August 23, 2022

ITEM: OPEB Trust: Appointment of Trustees

EXPLANATION: The OPEB Trustees oversee the Town's OPEB Trust Fund, which was established to ensure the Town could meet its long-term liability for post-employment benefits such as contributions to retiree health insurance. As per Article 5 of the Trust Agreement, Trustees (other than the Treasurer and Accountant) are appointed to 3-year terms. Select Board Member Susan Areson and Finance Committee Chair Robert Panessiti were appointed in June of 2019. The two trustees were instrumental in bringing on a professional management firm; they have continued to help safeguard and grow the Town's assets during their tenure.

I respectfully request that the Select Board re-appoint the Susan Areson and Robert Panessiti to a 3-year term as Trustee.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: If not approved, the established Trust will not have a functional Board of Trustees

SUGGESTED ACTION: *Motion to approve the re-appointment of Susan Areson, Select Board Member and Robert M. Panessiti, Truro Finance Committee Chair, to the Board of Trustees of Truro's OPEB Trust for a 3-year term which expires June 30, 2025.*

ATTACHMENTS: none

Select Board Regular Meeting Minutes
June 14, 2022
Via GoToMeeting Platform

Consent Agenda Item: 8D1

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

Others Present: Darrin Tangeman-Town Manager, Kelly Clark-Assistant Town Manager, Jarrod Cabral-DPW Director, Jamie Calise-Police Chief, Karen Ruymann, Erin Perry-Deputy Director at the Cape Cod Commission, Robert Panessiti, Peter Morris, Krista Edwards, David Wennerberg-IT Director, Barbara Carboni-Town Planner/Land Use Counsel, Alex Marini-Lessin-Finance Director

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

Public Comment

- Karen Ruymann wished to thank the Select Board and read a letter from her neighborhood.
- Erin Perry, Deputy Director at the Cape Cod Commission, let the Board know that the CCC is holding its 8th Annual One Cape Summit on August 1st and 2nd. Select Board and Town Administration are invited to attend.
- DPW Director Cabral announced that the East Harbor culvert repair project is projected to be completed within the next two weeks and is under budget. For Eagle Neck Creek, due to a two-month delay with Eversource he expects the road to be open the 3rd or 4th week of July. Test pits on Pond Road were completed two weeks ago and deliverables from Horsley Witten are expected by the end of this month.
- Robert Panessiti wished to remind people that the Economic Development Committee is holding its public summit on Thursday of this week, from 5:30pm-7:00pm, at the Library.

Public Hearings-None

Introduction to New Employees-None

Board/Committee/Commission Appointments

Krista Edwards-Recreation Advisory Committee

Ms. Edwards introduced herself and spoke about why she was interested in serving on the Recreation Advisory Committee.

Peter Morris-Recreation Advisory Committee

Mr. Morris introduced himself and spoke about why he was interested in serving on the Recreation Advisory Committee.

Member Dundas made a motion to appoint Krista Edwards to a one-year Alternate member term which expires June 30, 2023, to serve on the Recreation Advisory Committee.

Member Weinstein seconded.

Roll Call Vote:

Member Dundas-Aye

Member Weinstein-Aye

Member Areson-Aye

Member Rein-Aye

Chair Reed-Aye

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

Member Dundas made a motion to appoint Peter Morris to a one-year Full Member term which expires June 30, 2023, to serve on the Recreation Advisory Committee.

Member Areson seconded.

Roll Call Vote:

Member Weinstein-Aye

Member Areson-Aye

Member Dundas-Aye

Member Rein-Aye

Chair Reed-Aye

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

Staff/Committee Updates

Staff Update: ARPA Application for Broadband Needs Assessment Study

IT Director Wennerberg was before the Board to present a proposed plan for a comprehensive needs assessment study to address the gaps in broadband and cellular coverage in Truro. He plans on applying for ARPA funds to pay for this study. Estimates on how long the needs assessment will take run from several months to one year. Select Board members asked questions and made comments.

Staff Update: Summer Safety

Police Chief Calise offered some general safety tips regarding;

-Cell phone distracted walking

-Wearing reflective or white-colored clothing

-If wearing headphones, only use one side and keep one ear free

-Walk in well-lit areas

-Massachusetts regulations require a bicycle have white front lights, red rear lights and pedal reflectors from 30 minutes after sunset to 30 minutes before sunrise

-The helmet law in Massachusetts requires 16-year-olds and younger to wear a helmet, but he encouraged all riders to wear a helmet

-Be cognizant and vigilant in and around water

Chief Calise then went over some of the safety programs offered by the Police Department.

-Reassurance Program

-Safe exchange zone

He also talked about the national catalytic theft issue. With the influx of summer visitors this issue could transition to a local problem.

He spoke at the School Committee meeting with Fire Chief Collins and School Administration regarding a crisis and safety plan for the school. Member Areson asked about traffic initiatives

for the summer, which Chief Calise went over. He urged citizens who have or see a traffic concern to report those to the Police Station.
The Pan Mass Challenge was discussed along with State Police assistance during the event.

Tabled Items

Review and Approve Revised Select Board Policy 28: Curb Cut

Member Weinstein reviewed the policy and noted some corrections that needed to be made. DPW Director Cabral went over some highlights of items added to the policy. Member Areson had some questions and also some wording suggestions. Town Planner/Land Use Counsel Carboni provided some explanation for wording Member Areson asked about.

Member Weinstein made a motion to accept Policy 28: Curb Cut, adopted June 14, 2022, as amended and corrected by Member Areson.

Member Areson seconded.

Roll Call Vote:

Member Weinstein-Aye

Member Dundas-Aye

Member Areson-Aye

Member Rein-Aye

Chair Reed-Aye

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

Discussion with Dana Pazolt, ADA License Holder

Chair Reed noted that Mr. Pazolt had been waiting a long time for his agenda item to come up but had logged off. Member Dundas stated that he would email Mr. Pazolt his questions and read his answers into the public record when received. The Chair asked Member Dundas to share the questions with the Board.

1. Mr. Pazolt has been working his ADA for ten years, what is his perspective on it?
2. Sometimes people who boat or kayak don't necessarily know what a floating aquaculture is and sometimes run into it. Is there anything that can be done to mitigate it or is there anything Mr. Pazolt is doing to mitigate that?
3. Is there any indication about red tide blooms in our region?

Select Board Action

Invitation for Financial Management Review

Finance Director Lessin explained that this is an opportunity for the Town to enjoy free consulting services from the State. The Financial Management Resource Bureau is part of the Division of Local Services and performed a similar review for 7 other Cape communities. In order to invite them in, the Select Board needs to formally do so. Member Areson asked that Finance Director Lessin speak about what would be done during a financial review. Member Weinstein had concerns of how much staff time would be used, and Chair Reed asked about a timeline, both of which Finance Director Lessin addressed.

Member Weinstein made a motion to request that the Division of Local Services complete a Financial Management Review for the Town of Truro.

Member Areson seconded.

Roll Call Vote:

Member Areson-Aye

Member Dundas-Aye

Member Weinstein-Aye

Member Rein-Aye

Chair Reed-Aye

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

Service Agreement with Cape Cod Conservation District and Woods Hole Group

DPW Director Cabral stated that at a previous Select Board meeting the Town contracted with the USDA, Cape Cod Conservation District and the Woods Hole Group to get the Town to a preliminary design alternative phase for the Truro Center Road culvert. What was missing from the Army Corps of Engineers report was a thorough analysis of the salinity stretching from Pamet Harbor through to Ballston Beach. Part of this next phase will be a series of data loggers that stretch from Pamet Harbor to Ballston Beach to measure the amount of salinity in the river. Chair Reed asked the DPW Director to discuss any impacts this may have on abutters to the project, which DPW Director Cabral stated would be minimal.

Member Areson made a motion to authorize the Town Manager to sign the service agreement with the Cape Cod Conservation District and Woods Hole Group Proposal for services.

Member Weinstein seconded.

Roll Call Vote:

Member Dundas-Aye

Member Weinstein-Aye

Member Areson-Aye

Member Rein-Aye

Chair Reed-Aye

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

Select Board Appointment Process

Member Areson wants to encourage the Board to have broad community participation. She would like to tweak the phrase that board and committee members need to be aligned with the Select Board's goals and objectives. She thinks board and committee members should be informed about the goals and objectives. The message some people hear, unintentionally, is that if they don't agree with the majority of the Select Board they won't be appointed to a board or committee. She'd like to encourage asking applicants questions that are relevant to the committees that they want to serve on. She'd like to stray away from personal opinions. She suggested asking every candidate if they have read the Select Board's Goals and Objectives and whether they have any issues with them (in relation to the committee they wish to serve on).

Member Weinstein offered an alternative to wording in one of the questions posed to potential candidates. Member Rein noted that candidates have alluded to being anxious during the interview process because they don't know what questions are going to be asked. She supports a standard set of questions that applicants would know would be asked. Further discussion was held among the Select Board regarding composing an appointment policy and the gathering of interview questions. Mr. Panessiti thinks it would be helpful for the committee Chair to attend the interview meeting. Member Weinstein thinks there should be a separate set of questions for reappointments and believes that would be a key time to hear from the Chair of a particular committee. Member Areson will work on a draft policy.

Member Areson made a motion to add the following two questions to the Application for Board, Committee, Commission members;

- 1. Have you read the Select Board's current 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.**

Member Dundas seconded.

Roll Call Vote:

Member Dundas-Aye

Member Areson-Aye

Member Weinstein-Aye

Member Rein-Aye

Chair Reed-Aye

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

Consent Agenda

Member Weinstein made a motion to approve the consent agenda as printed in the packet.

Member Dundas seconded.

Roll Call Vote:

Member Weinstein-Aye

Member Dundas-Aye

Member Areson-Aye

Member Rein-Aye

Chait Reed-Aye

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

Select Board Reports/Comments

Member Rein-The Recreation Advisory Committee met for the first time in a long while. She would like the Board to discuss the potential of expanding the number of full-time committee members at a future Select Board Meeting.

Member Areson-Money was approved at Town Meeting for an update of the Open Space and Recreation Plan. The Open Space Committee is eagerly awaiting the participation of the Recreation Advisory Committee in the update of the Open Space and Recreation Plan. The Local Comprehensive Plan Committee is moving ahead with its postcard survey and is also looking forward to the Housing Authority and Economic Development Committee community

forums to provide data that will help in providing a vision for Truro for the comprehensive plan. Lastly, the Harbor Commission met last week and one item on their agenda (which will take some time) is they're looking to extend the North Jetty. Assistant Town Manager Clark has been working with Pamet Harbor Commission Chair Silva on trying to get a grant of \$7,200 to conduct a study which is needed before getting the work done.

Member Dundas attended a School Committee meeting in which the Superintendent was one of the main presenters who talked about her findings in a report from this past calendar year. He urged people to attend the Economic Development Committee Summit on Thursday behind the Library, 5:30pm-7:00pm. He also wished to acknowledge the United States Army's 247th birthday. They were founded on this date in 1775. Today is also Flag Day, established in 1777. Member Weinstein stated that any Truro citizens that have to travel to Hyannis should be aware that there may be major delays on Willow Street approaching Route 28. The DOT is beginning the process of reworking the busy intersection. Initial work involved removing the old KAM appliance store. People may want to use the exit off Route 6 that is past the Willow Street exit to get to Hyannis from that direction.

Chair Reed read an abridged version of their proclamation of Juneteenth. She mentioned that the Build Bridges event at the Library would be happening June 18, 2022, from 1:00pm-3:30pm.

Town Manager Report

Town Manager Tangeman noted that on the 20th of June the Town will honor and recognize Juneteenth. Town Hall will be closed, along with the Transfer Station and Library. He also alerted people that if they belong to a Board, Committee, or Commission and their term is set to expire June 30, 2022, their application for reappointment must be received by June 23, 2022, to get into the packet.

He gave a synopsis of the work session agenda and then moved along to the regular agenda for the 28th of June.

Member Dundas made a motion to adjourn at 7:35pm.

Member Rein seconded.

So voted; 5-0-0, motion carries

Respectfully submitted,

Noelle L. Scoullar

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

Public Records material of 06.14.2022

1. Application to Serve-Krista Edwards
2. Application to Serve-Peter Morris
3. Broadband Needs Assessment Survey Template
4. Existing Select Board Policy #28: Curb Cut Policy
5. Proposed Select Board Policy #28: Curb Cut Policy
6. Curb Cut Approvals Form
7. Service agreement with Cape Cod Conservation District
8. Woods Hole Group proposal
9. Harbor to the Bay Road Race Application and MassDOT Event Notification Form
10. One Day Entertainment Application-Truro Concert Committee
11. Renewal Application for 2022: North of Highland Camping Area
12. Select Board Minutes of March 22, 2022

Select Board Meeting Minutes
August 9, 2022
Via GoToMeeting Platform

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

Others Present: Darrin Tangeman-Town Manager, Kelly Clark-Assistant Town Manager, Jamie Calise-Police Chief, Sarfaraz Mushtaque-Police Officer, Barbara Carboni-Town Planner/Land Use Counsel, Carol Harris-Chair, Climate Action Committee, Jarrod Cabral-DPW Director, Brian Boyle-Chair, Energy Committee, Emily Beebe-Health/Conservation Agent, Fred Gaechter-Chair, Conservation Trust, Bob Higgins-Steele, Energy Committee Member, Chris Lucy, David Grayson

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

Public Comment

-Chair Reed wished to start public comment today regarding a determination made by the Attorney General on August 1, 2022. The determination found that the Select Board is not in compliance with the Open Meeting Law (OML) by posting an insufficiently specific meeting notice for an executive session held March 8, 2022, the agenda identifying only G.L. c. 30A, section 21(a)(3), "Purpose 3," which allows a body to enter into executive session to discuss strategy with respect to collective bargaining or litigation. As noted by the Attorney General, the Board acknowledged in its response to the OML complaint that the meeting notice should have identified the bargaining units that were the subject of the executive session. The Attorney General further noted that in response to the OML complaint, the Board amended its notice for the meeting to specify the four unions that were the subject of the Purpose 3 discussion. The Board recognizes the importance of identifying the purpose of any executive session and ensures through review by legal counsel that meeting agendas specify the purpose and subject of all executive sessions.

The Attorney General also found that the Select Board was not in compliance with the OML by failing to review executive session meeting minutes at reasonable intervals to determine if continued nondisclosure was warranted. As noted by the Attorney General, in response to the OML complaint, the Board reviewed and released minutes for executive sessions held in September 2021, October 2021, and February 2022; and reviewed minutes of its March 8, 2022, executive session, determining that disclosure would defeat the purpose of the executive session. The Board recognizes the importance of reviewing executive session meeting minutes at reasonable intervals and will ensure going forward that this is regularly completed. As required by the Attorney General, the Board will review any remaining executive session minutes for release or continued nondisclosure within less than 60 days.

The Board recognizes the core value of transparency underlying the Open Meeting Law and is committed to improving its practices to ensure compliance.

Chair Reed added that this complaint should serve as a reminder to all boards, committees, or commissions in Truro that agendas should be sufficiently specific, and committees should be addressing outstanding minutes that still require approval.

Public Hearings-None

Introduction to New Employees-Sarfaraz Mushtaque-Truro Police Officer

Chief Calise introduced Officer Mushtaque, who joined the Police Department after graduating from the Cape Cod Police Academy in July. He is assigned to their field training program. Officer Mushtaque introduced himself. He is proud to be in Truro and proud to be wearing the uniform. Select Board members welcomed Officer Mushtaque.

Board/Committee/Commission Appointments-Lili Flanders-Climate Action Committee

Chair of the Climate Action Committee, Carol Harris, stated that Ms. Flanders was ill and could not attend the meeting.

Tabled Items-None

Select Board Action

Conservation Restriction for 15 Laura's Way

Town Planner Carboni stated that this item is a request by the Truro Conservation Trust for the Select Board approval of a Conservation Restriction on the property of 15 Laura's Way. She, and Health/Conservation Agent Beebe, provided guidance on the process and Mr. Gaechter spoke about the parcel and its value. Member Weinstein asked if the lot was developable. Town Manager Tangeman stated that it was. Member Weinstein is troubled by efforts by the Conservation Trust to purchase developable property. He stated that we can't have a housing crisis and also have groups in Town actively converting developable land into land that is removed both from the tax rolls and from the potential of housing. He believes the Select Board should review a policy where the Town would be given an option to have first right of refusal to purchase a piece of property. Member Areson pointed out that the property has already been purchased by the Conservation Trust and that they should look at the Conservation Restriction Policy. Both Members Dundas and Rein are in favor of approving. Chair Gaechter agrees with the Board and thinks there's a need to look at how conservation and housing can work co-operatively and address both the issues of saving the environment and climate change. He's happy to participate in a discussion.

Member Weinstein made a motion to approve and endorse the Conservation Restriction related to 15 Laura's Way pursuant to MA. General Law Chapter 184, Section 32.

Member Dundas seconded.

Roll Call Vote:

Member Weinstein-Aye

Member Dundas-Aye

Member Areson-Aye

Member Rein-Aye

Chair Reed-Aye

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

Member Areson made a motion that the Select Board work with the Truro Conservation Trust and Town staff to review and update Policy #6 concerning conservation restrictions.

Member Dundas seconded.

Roll Call Vote:

Member Weinstein-Aye

Member Dundas-Aye

Member Areson-Aye

Member Rein-Aye

Chair Reed-Aye

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

Review and Approve Charge Change to Increase Membership of Recreation Advisory Committee

Member Rein is the Select Board liaison to the Recreation Advisory Committee. During their first meeting, members brought up the concept of bringing the Committee back to a complement of seven. Liaison Rein and Recreation/Beach Director Clements are both in favor of this. Member Areson noted that there are already six members. She's in favor of adding a second Alternate position to bring the member count up to seven. The rest of the Board concurs with Member Areson's suggestion.

Chair Reed made a motion to adopt the revised charge for the Recreation Advisory Committee, increasing the membership to five full members plus two alternates.

Member Rein seconded.

Member Areson went over some language changes in the new charge.

Roll Call Vote:

Member Weinstein-Aye

Member Dundas-Aye

Member Areson-Aye

Member Rein-Aye

Chair Reed-Aye

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

Review and Authorize Signature on Town of Truro Comments on the Draft Stretch Energy Code and Specialized Stretch Energy Code Proposal

Chair Boyle from the Energy Committee gave a summary on grants received from the Green Communities Program. He then discussed how the Department of Energy Resources has been at work with the next version of the Stretch Code which they have a draft of and are looking for comments. Members of the Energy Committee have been studying the draft. He presented questions and suggestions to the Department of Energy Resources which both the Energy Committee and the Climate Action Committee adopted unanimously. His feeling is that if the Select Board signs on to those comments and questions that it would carry more weight. Chair Harris from the Climate Action Committee stated that by having the town send this letter it sends a message to the Town of Truro that they are serious about this topic.

Member Weinstein has reviewed the letter and has objections to certain items. He then went on to discuss the issues. Member Areson was thrown by the use of boldface type. She noted some inconsistency and editing comments that she would make. She also narrowed in on one item for clarification. Almost every concern Member Dundas had was articulated by Member Weinstein and he spoke about those concerns. Member Rein wished to know if the Building Department had weighed in at all and she also asked if there had been any work done to quantify any costs.

Energy Committee Chair Boyle agrees with the comments from the Select Board. He addressed some of the comments made by the Board.

Energy Committee Member Higgins-Steele added his comments to the discussion.

Mr. Lucy would like someone to explain to the general public what this is all about. He doesn't know what the cost comparative is. What does it cost to go Net Zero?

Member Areson would like an Energy Committee/Climate Action Committee/Select Board work session when the next draft comes out so that they can be more educated.

Staff/Committee Updates

Staff Report: Briefing on Monkeypox

Heath/Conservation Agent Beebe wished to update the Board on the status of Monkeypox.

- Monkeypox is now referred to as MPX and it is our new Public Health emergency.
- There are a couple active cases in Town.
- The goal is to make sure the public is educated about how to keep safe.
- Staff from lodging establishments need to be educated on how to keep themselves protected so that spread can be contained.
- There is no vaccination strategy at this time because of limited supply of vaccines.
- No active testing strategy.
- Heavy education is needed in order to stop it from spreading, and that is achievable.
- She encouraged people to check the Health Department's website under Epidemiology.
- The CDC website and the Mass Department of Public Health also are good sites to visit.
- If you are a known contact, you need to be mindful of your contact with others. Watch for a rash. Reach out to Outer Cape Health but avoid prolonged physical contact with anybody until you are well or know that you are in the clear.
- If you are sick, stay in and isolate in accordance with guidance from your healthcare provider.
- Isolation guidance is on the Health Department website.
- If someone from DPH or Barnstable County Health calls, please answer your phone to help with contact tracing.

Staff Report: Update on Eagle Neck Creek Culvert Replacement/Old County Road and Other Environmental Projects

DPW Director Cabral gave a detailed timeline of how the Eagle Neck Creek Culvert Replacement/Old County Road project came together;

- Original bid opening June 30, 2021, was rejected because the bid for East Harbor (which was combined with Eagle Neck Creek) exceeded the price that was authorized. Both projects were rebid with a cap on East Harbor.

- New bid opening was October 6, 2021, with the contract being executed October 26, 2021. Notice to proceed was signed November 1, 2021.
- Eversource was contacted July 9, 2021, with a set of plans. Eversource commented that the project looked straightforward.
- Town consultants filled out a work order request with Eversource and followed up with a mandatory jobsite pre-bid site visit on July 14, 2021.
- Eversource did not show up to the pre-bid site visit and requested an additional meeting with the consultants at the job site. That visit happened July 21, 2021.
- The Town and consultants received comments back from Eversource which comprised of construction alternatives on July 23, 2021. The preferred construction alternative was incorporated into construction plans.
- Before Comcast, Verizon or Eversource moved further they expected payment up front before mobilizing and doing any work. The Town made those payments.
- As part of the scope of work, Verizon and Comcast were contacted to raise their lines along with Eversource after the poles were replaced. Reps for Verizon and Comcast were contacted to endorse the petition along with Eversource for the pole hearing.
- Petition for the pole hearing was signed January 13, 2022, and was placed on a Select Board agenda for approval on January 25, 2022.
- Eversource indicated the work would begin 3-weeks after the hearing (approximately February 7, 2022)
- Updates from Eversource were requested by DPW Director Cabral after the hearing and after the team meeting February 3, 2022, to solidify a schedule.
- Eversource was at the team meeting along with Comcast. At the meeting, Eversource noted it would take 3 to 4 days to complete the job.
- Eversource indicated that the weather slowed the progress of the installation of the new poles. Once the poles were installed there were additional delays including an internal Eversource permit review which Eversource did not mention previously. Eversource was also to institute the rights hearing with the Select Board, which they did not do. DPW Director Cabral was the one to institute that hearing.
- Eversource then announced there would be another 20-day delay. DPW Director Cabral reached out to Fire Chief Collins to see if he could help move the project up, which he did. Everything was rescheduled for late March 2022.
- Slopes around the culvert will be completed this week and steel sheeting will begin to be removed. Leaving the sheeting in would have resulted in a \$196,000 change order.
- Tidal flow will be restored Wednesday or Thursday of this week.
- Roadway prep work for paving will begin on the 17th of August.
- DPW Director Cabral gave a summary of lessons learned with working with utility companies.

Mr. Grayson stated he wrote to Town Manager Tangeman and DPW Director Cabral. He thanked them for their quick reply back. He stated that he's frustrated with the timing. He feels that when the Town found out about the delays, the project should have been delayed further by the Town and start the work around Thanksgiving.

DPW Director Cabral is aiming to have paving done around the holiday (Labor Day).

Demobilization should begin next week. He also spoke about time of year restrictions. There is

a timeline of when work can be conducted in and out of the water. Installing steel sheeting has to be done at a particular time of the year.

-DPW Director Cabral then spoke about the East Harbor project. The culvert replacement is complete. The only thing left is plantings which will be done in early October.

-Truro Center Road has 10 data loggers in Pamet River stretching from Harbor to Ballston Beach. The study will take 10-12 months and is being funded by the Cape Cod Conservation District and will be followed by a larger grant award to move the project through final design.

-Three different engineering evaluations have been completed for Little Pamet and the next phase will be a final design.

-A grant for Mill Pond has been received in the amount of \$150,000 to advance the project to final design.

-The Cloverleaf project will continue.

-Pond Road stormwater management infrastructure estimate for the water line install and reviewing locations for the water storage tank is behind due to Horsley Witten. He expects something from them any day.

Tabled Items-None

Consent Agenda

Member Areson commented on the minutes of May 17, 2022. She thinks that the section which refers to the election of officers lacks comments made by herself and Member Dundas. Chair Reed recommended pulling those minutes and having substantive comments from Members Areson and Dundas sent to the Executive Assistants to place into the minutes. Those amended minutes can then be brought before the Board for approval.

Chair Reed made a motion to approve the consent agenda without the minutes of May 17, 2022, which Members Areson and Dundas will submit amendments to.

Member Dundas seconded.

Roll Call Vote:

Member Weinstein-Aye

Member Dundas-Aye

Member Areson-Aye

Member Rein-Aye

Chair Reed-Aye

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

Select Board Reports/Comments

Member Weinstein attended the One Cape Summit. The Town is in receipt of a letter complaining about a bus stop. He brought it to the attention of Steve Tupper who is in charge of transportation issues at the Cape Cod Commission. Yesterday he was contacted by Kathy Jensen (one of the heads at the Regional Transit Authority). A meeting will be held at the site. He also attended the Energy Committee meeting. There was discussion around Truro's status as a Green Community. There is an opportunity to update that status. There was also discussion about retrofitting the Public Safety Facility.

Member Dundas gave his appreciation for the cooling station provided by the Town at the Public Library. The Concert Committee is urging people to attend the last couple of concerts in August. Member Dundas attended the Planning Board meeting of July 27 at which Planning Board member Riemer suggested that the Select Board consider submitting their letter of priorities (to both the Planning Board and the Economic Development Committee) earlier than December 31, 2022. He'd like this placed on an agenda for discussion. The Planning Board also discussed the cell tower at the Transfer Station and the lack of service in the Town. He also thanked the Public Safety employees who helped during the Pan Mass Challenge over the weekend.

Member Areson agreed that the cooling center was needed and appreciated. She also echoed Member Dundas' comments regarding people working during the Pan Mass Challenge. She attended the One Cape Summit which prompted a discussion among herself, the Town Manager, Town Planner, and Kevin Grunwald from the Housing Authority. Ellery Althaus from the Planning Board would like the Ad Hoc group to get together to discuss any possible housing issues that could be brought to the Planning Board or Housing Authority to come up with innovative ideas to work on how to increase housing in the community. Today was an LCPC workshop where they are working on a visioning process. They're building on the community survey that was done. She also encouraged citizens to fill out the postcards that LCPC has set out at various locations. She is meeting with the Economic Development Committee to discuss the last goal on the list; the creation of a cultural district in Truro.

Member Rein attended a culvert meeting at Town Hall when a gentleman came in and shared how helpful and kind employees are at the Transfer Station.

Chair Reed also attended the One Cape Summit. She shared some resources that she learned about. She was impressed by the Association to Preserve Cape Cod and the Housing Assistance Corporation. They both came together and worked on a Grow Smart Cape Cod tool where they mapped out all 15 communities and looked at them through the lens of preserving Cape Cod and our housing challenges. You can visit www.growsmartcapecod.org to see guidance to consider high priority and low priority land and where development can happen. She had a chance to speak with Brian Carlstrom and he pointed out that he has not given the Select Board a presentation in a while. He would like to come before the Board to present work that's being done.

Member Areson noted that there are two vacancies on the Local Comprehensive Plan Committee. She wanted to get the word out and encourage people to apply.

Town Manager Report

Town Manager Tangeman stated that Mr. Uricch spoke to him about the Transfer Station employees as well. Town Manager Tangeman also spoke about the Library staff, as they have been the primary people running the cooling station. He said they are doing a great job. He attended the One Cape Summit. One item he took from there was the very innovative approaches to housing.

Next Meeting Agenda: Work Session (Date TBD); Regular Meeting (August 23)

A doodle poll has been sent to the Select Board to determine a date for a work session. He mentioned an executive session for contract negotiations and two action items. He then talked about the agenda items for the August 23 meeting.

Member Dundas made a motion to adjourn at 7:41pm.

Member Areson seconded.

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

Respectfully submitted,

Noelle L. Scoullar

Darrin K. Tangeman

Under the Authority of the Truro Select Board

Public Records material of 08.09.2022

1. Application to Serve-Lili Flanders; Chair's Comments
2. Memorandum from Conservation Agent regarding CR for 15 Laura's Way; Memorandum from Town Planner/Land Use Counsel; Conservation Restriction
3. Recreation Advisory Committee Charge-Current and Draft
4. Tow of Truro Comments on the Draft Stretch Energy Code and Specialized Stretch Energy Code Proposal
5. Select Board Meeting Minutes of May 17, 2022
6. Select Board Work Session Minutes of June 22, 2022
7. Select Board Meeting Minutes of July 26, 2022