



Truro Select Board Remote Meeting

Wednesday, November 9, 2022

(Held on Wednesday Due to Election)

Regular Meeting-4:00pm

Executive Session-6:00pm

REGULAR MEETING

<https://meet.goto.com/641507237>

1-866-899-4679 Access Code: 641-507-237

This will be a remote meeting. Citizens can view the meeting on Channel 18 in Truro and on the web on the "Truro TV Channel 18" button under "Helpful Links" on the homepage of the Town of Truro website. Click on the green "Watch" button in the upper right of the page. **To provide comment during the meeting please call in toll free at 1-866-899-4679 and enter the following access code when prompted: 641-507-237 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/641507237> Please note that there may be a slight delay (15-30 seconds) between the meeting and the live-stream (and television broadcast). If you are watching the meeting and calling in, please lower the volume on your computer or television during public comment so that you may be heard clearly. We ask that you identify yourself when calling in to help us manage multiple callers effectively.

1. PUBLIC COMMENT

2. PUBLIC HEARINGS

A. None

3. INTRODUCTION TO NEW EMPLOYEES

A. None

4. BOARD/COMMITTEE/COMMISSION APPOINTMENTS

- A. Alice Gong-Truro Cultural Council
- B. Scott Donnelly-Pamet Harbor Commission

5. STAFF/ COMMITTEE UPDATES

- A. Open Space and Recreation Plan Update
Presenter: Nick Norman; Co-Chair of Open Space Committee

6. TABLED ITEMS – None

7. SELECT BOARD ACTION

- A. Discussion and Possible Approval of Curb Cut Applications (6 Holsbery Road and 10 North Pamet Road)
Presenter: Jarrod Cabral, DPW Director
- B. Approval of Joining Provincetown in an Expanded Analysis of Future Water Demand
Presenter: Darrin Tangeman, Town Manager
- C. Review and Authorize Truro Housing Authority's Community Preservation Act Application
Presenter: Kevin Grunwald, Housing Authority Chair
- D. Vote to Execute the Order of Taking for the Permanent Easement and Temporary Easement at Old County Road
Presenter: Attorney Katherine Klein, KP Law and Darrin Tangeman, Town Manager

- E. Discussion on Potential Land Swap Related to Affected National Seashore Property by Herring River Restoration Project
Presenter: Attorney Katherine Klein, KP Law; Darrin Tangeman, Town Manager; and Jon Nahas, Principal Assessor
- F. Budget Discussion for Multi-Member Bodies
Presenter: Darrin Tangeman, Town Manager
- G. Discussion and Possible Adoption of Civility Pledge
Presenter: Sue Areson, Select Board

8. CONSENT AGENDA

- A. Review/Approve and Authorize Signature:
 - 1. Special One Day Entertainment Licenses-Truro Vineyards (11/25/22, 11/26/22 and 12/11/22)
 - B. Review and Approve Appointment Renewals: None
 - C. Declaration of DPW John Deere Excavator as Surplus
 - D. Review and Approve Select Board Minutes: Regular Meeting Minutes of 5/17/2022; Regular Meeting Minutes of 9/27/2022
9. Select Board Reports/Comments
10. Town Manager Report
11. Next Meeting Agenda: Regular Meeting November 15, 2022

EXECUTIVE SESSION

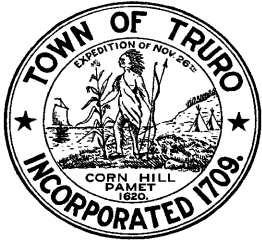
<https://meet.goto.com/308412541>

1-877-309-2073 Access Code: 308-412-541

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) 6, to consider the purchase, exchange, lease or value of real estate, if the Chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body (and the Chair so declares); and not to reconvene in open session.*



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: November 9, 2022

ITEM: Application to Serve-Truro Cultural Council

EXPLANATION: Alice Gong has submitted an application to serve on the Truro Cultural Council. The Council has two full-member vacancies. Jill Mays, the Chair, has reviewed the application and endorses the appointment.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The Truro Cultural Council will continue to have two full-member vacancies.

SUGGESTED ACTION: *Motion to appoint Alice Gong to the Truro Cultural Council to a three-year term that expires June 30, 2025.*

ATTACHMENTS:

1. Application to Serve with Chair's Comments

Truro

Application to Serve on a Board or Committee

Last Name

Gong

First Name

Alice

Middle Initial

RCVD 2022OCT14 am7:59

ADMINISTRATIVE OFFICE

TOWN OF TRURO

Email Address

Phone Number

Address (Street)

9 glacier dr

Address (City)

truro

Address (State)

ma

Address (Zip Code)

02666

Mailing Address (Please indicate box number and zip code)

po box 639, truro, ma 02666

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

Are you a full-time resident of Truro?

Yes

No

Are you registered to vote in Truro?

Yes

No

What Board/ Committee Are You Applying For?

Truro Cultural Council

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

As a Truro resident and arts administrator, I am dedicated to supporting and growing the arts and humanities in our community.

Have you attended a meeting of the committee listed above?

Yes

No

Have you read the charge of the committee?

Yes

No

Have you met with the chair of the committee?

Yes

No

Have you read the Select Board's current Goals and Objectives?

Yes

No

Do you have any questions or concerns about any Select Board Goals that are relevant to the board/committee on which you are applying to serve?

Yes

No

If you have any questions or concerns about any Select Board Goals that are relevant to the board/committee on which you are applying to serve, please elaborate.

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

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

As Program Director for Twenty Summers, I work closely with our small team and with our board of directors to build each season's programming. I am also currently on the Provincetown Common's board of directors and serving on their development and events committees. For the past several years, I have also traveled as a snowboard coach for Beyond the Boundaries, where I am part of a team that mentors groups of women of all ages on weekend snowboard retreats and international tours.

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.

Selected Professional Experience: Program Director | April 2019 - present TWENTY SUMMERS, Provincetown, MA Snowboard Coach February | 2019 - present BEYOND THE BOUNDARIES, Hamburg, NJ Beach Cleanup Manager | February 2010 - December 2021 WILLIE'S SUPERBREW, Boston, MA Arts Administrator | April - September 2018 PAYOMET PERFORMING ARTS CENTER, Truro, MA Account Manager | May - September 2018 PTOWNIE, Provincetown, MA Company Manager | December 2016 - December 2017 PROVINCETOWN THEATER, Provincetown, MA Education: UNIVERSITY OF CALIFORNIA SANTA BARBARA, Santa Barbara, CA Bachelor of Art: History of Art and Architecture, Dean's Honors Community Volunteer: Provincetown Farmers' Market 2013 - present Longnook Volleyball/ Truro Recreation 2013 - present Mass Appeal, Wellfleet 2014 - present Center for Coastal Studies 2016 Provincetown Art Association and Museum 2014 - 2015

Signature

Alice Gong

Date

Oct 13, 2022

Noelle Scoullar

From: Jill Mays
Sent: Friday, October 14, 2022 9:04 AM
To: Noelle Scoullar
Subject: Re: Application to Serve-Alice Gong

Good morning Noelle,

I have met with Alice, reviewed this application, and look forward to having her join the Truro Cultural Council. I think she will be a great addition to our committee.

Best regards,

Jill Mays
TCC Chair

On Fri, Oct 14, 2022 at 8:56 AM Noelle Scoullar <nscoullar@truro-ma.gov> wrote:

Good Morning Jill,

I am sending you Alice Gong's application to serve on the TCC. Review and then respond to this email with your comments/approval for the Select Board meeting.

Thank you,
Noelle

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

From: trurotownscanner@gmail.com <trurotownscanner@gmail.com>

Sent: Friday, October 14, 2022 7:57 AM

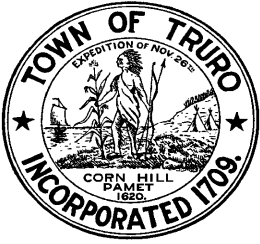
To: Noelle Scoullar <nscoullar@truro-ma.gov>

Subject: Message from Mail Room KM_C458

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

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



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: November 9, 2022

ITEM: Application to Serve-Pamet Harbor Commission

EXPLANATION: Scott Donnelly has submitted an application to serve on the Pamet Harbor Commission. The Pamet Harbor Commission has two full-member vacancies and one alternate-member vacancy. Tim Silva, the Chair, has reviewed the application and endorses the appointment.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The Pamet Harbor Commission will continue to have two full-member and one alternate-member vacancies.

SUGGESTED ACTION: *Motion to appoint Scott Donnelly to a three-year term with the Pamet Harbor Commission that expires June 30, 2025.*

ATTACHMENTS:

1. Application to Serve with Chair's Comments

Truro

Application to Serve on a Board or Committee

Last Name

Donnelly

First Name

Scott

Middle Initial

RCVD 2022OCT14 AM8:53

ADMINISTRATIVE OFFICE

Email Address

TOWN OF TRURO

Phone Number

Address (Street)

4 Souza Way

Address (City)

Truro

Address (State)

MA

Address (Zip Code)

02666

Mailing Address (Please indicate box number and zip code)

PO Box 323

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?

Pamet Harbor Commission

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

I spend a significant amount of time at Pamet Harbor, boating, fishing and simply enjoying the scenic harbor. I think it is an absolute gem of Cape Cod Bay, and one of the most picturesque places in the area. I have gotten to know the harbor employees, and several of the regular visitors there. My mission would be to preserve the natural beauty of the harbor and its marine life, while maximizing the use of the harbor responsibly for those that visit there.

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

Have you read the Select Board's current Goals and Objectives?

Yes

No

Do you have any questions or concerns about any Select Board Goals that are relevant to the board/committee on which you are applying to serve?

[] Yes

[*] No

If you have any questions or concerns about any Select Board Goals that are relevant to the board/committee on which you are applying to serve, please elaborate.

Clarity on the town vs. state "ownership" of the harbor

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. Possibly shellfish commission in the future.

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

I have worked on many teams and committees inside industry. I am a retired executive in the Biotech and Technology industries. Now that I am retired, I have the time to commit to serving on this board

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

I have over 40 years of industry experience, most recently as a Vice President of Human Resources in a large biopharma company. The 8 final years of my career I consulted in small emerging biotech companies to help them recruit, compensate and develop their leadership teams. The strongest skill that I will bring is my training in facilitating teams to perform optimally and to drive consensus on complex issues with divergent views.

Signature

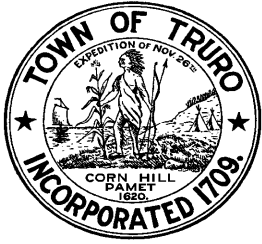
Scott Donnelly

Date

Oct 14, 2022

Seems to be a good candidate for the harbor comm.

Tina S NYC Chair
10/19/22



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Nick Norman, Co-Chair of the Open Space Committee

REQUESTED MEETING DATE: October 25, 2022

ITEM: 2023 Town of Truro Open Space and Recreation Plan Update

EXPLANATION: The 2005 Open Space and Recreation Plan (OSRP) expired in October 2021. Jeff Thibodeau of Helios Land Design was selected as the consultant to work with the Open Space Committee on the 2023 plan update. This presentation will touch upon public participation components, next steps, milestones and goals.

SUGGESTED ACTION: None- presentation only.

ATTACHMENTS:

1. 2023 Open Space and Recreation Plan Update

2023 TOWN OF TRURO OPEN SPACE AND RECREATION PLAN UPDATE

Status Report:

- ▶ 2005 Open Space and Recreation Plan (OSRP) expired in October 2021.
- ▶ Jeff Thibodeau, Helios Land Design, was selected as the consultant to work with the Open Space Committee on the 2023 plan update. He assisted with the 2015 update, which was successfully approved by the state's Division of Conservation Services, securing eligibility for state open space and recreation grants.
- ▶ OSRP preparation involves public participation, research/analysis, and identification of priorities, needs and conclusions that guide the resulting action plan and maps.
- ▶ We are seeking input from other Truro committees (Beach Advisory, Bikes and Walkways, Recreation Advisory, LCPC, etc.) during the update process.
- ▶ Public outreach is being implemented via survey forms, public meetings, web posts, email, etc.
- ▶ Information gathered from other town surveys, meetings and projects will be reviewed and included, as appropriate, in the public input findings.
- ▶ Target draft OSRP state submittal date is **February 15, 2023**.
- ▶ Information regarding the OSRP update project is available on Town of Truro website.

2023 TOWN OF TRURO OPEN SPACE AND RECREATION PLAN UPDATE

Public Participation Components:

► Survey Distribution

- Electronic - visit [Truro 2023 Open Space and Recreation Plan Public Survey](#) (technical assistance available upon request). Notice will be posted at:

- Town of Truro website
- Non-Resident Taxpayers' Association
- Truro Conservation Trust
- Town of Truro Facebook
- Instagram, and other community social media groups
- Engage Truro platform (launching on November 10, 2022)
- Truro Talks Newsletter October Edition – (publishing on November 10, 2022)

- Manual - Flyer with QR code link  will be available at:

- Town Hall
- Town Beach Office
- Post Office
- Council on Aging; and Community Center
- Local Public Access Cable Television

(paper copies available upon request)

- Timeline - Truro community residents will have until **November 30, 2022** to complete survey.

2023 TOWN OF TRURO OPEN SPACE AND RECREATION PLAN UPDATE

Public Participation Components:

▶ Public Meeting Input Opportunities

- Open Space Committee meeting - October 7, 2022 (Virtual, 12:30 PM)
- Open Space Committee meeting - November 4, 2022 (12:30 PM)
- Select Board meeting - November 9, 2022 (update - 5:00 PM)
- Open Space Committee Public Forum – November 17, 2022 (5:30 PM)
- Committee Meetings - the public will have the opportunity to review and provide comments at meetings of the Open Space, Bikeways, Beach and Recreation Committees
- Survey Responses

2023 TOWN OF TRURO OPEN SPACE AND RECREATION PLAN UPDATE

Next Steps:

► Survey Tabulation

- Electronic - automatically generated based on identified parameters
- Manual – collected and analyzed by consultant and others

► Text Preparation – Public input and updated demographic, environmental, open space and recreation data determine current needs, goals and actions. Table of Contents:

1. Plan Executive Summary
2. Introduction
3. Community Setting – History, Population Characteristics, Growth and Development Patterns
5. Environmental Inventory And Analysis – Geology, Character, Water, Vegetation, Wildlife, Scenic And Unique Resources, Environmental Challenges
6. Inventory Of Lands Of Conservation And Recreation Interest –Private, Public And Non-Profit
7. Community Vision – Description of Process and Open Space And Recreation Goals
8. Analysis of Needs – Resource Protection, Community & Recreation, Mgt. Needs/Pot. Change Of Use
9. Goals And Objectives
10. Seven Year Action Plan – Accomplishments, Seven Year Action Plan, Potential Funding Sources
10. Public Comments - Board Of Selectmen, Planning Board, Conservation Commission, Recreation, CCC
11. References
12. Appendices – Survey, Survey Responses, ADA Inventory, Maps

2023 TOWN OF TRURO OPEN SPACE AND RECREATION PLAN UPDATE

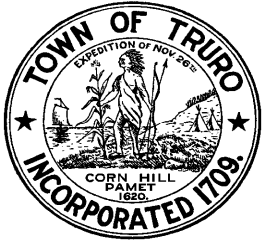
Milestones and Goals:

► Plan Preparation and Approval Milestones:

- Draft for Town Staff Comment - November 2022
- Draft for Public Review - December 2022
- Final Draft submittal to State for Comment - February 15, 2023
- Incorporate Comments from State Into Final Draft - Date TBD
- Submit Final Draft for Approval by State - Date TBD (Spring 2023)

► Goals

- Receive OSRP Approval from State in order to secure eligibility for open space and recreation grant funding and guide open space and recreation efforts
- Identify open space and recreation land acquisition projects that are aligned with the goals of the OSRP and apply for relevant grant funding as opportunities arise



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: DPW

REQUESTOR: Jarrod J. Cabral

REQUESTED MEETING DATE: November 9, 2022

ITEM: Discussion and Possible Approval of Curb Cut Applications (6 Holsbery Road and 10 North Pamet Road)

EXPLANATION: Two curb cut applications are before the Select Board for review and possible approval. The work for the proposed (second) curb cut at 6 Holsbery Road was initiated without applying for the curb cut and, as such, the building permits for this property have been revoked.

An application for a curb cut as part of new construction for a single-family home at 10 North Pamet Road was submitted. The Board will need to consider if it would like to issue a variance to allow two curb cuts on the property. If the Board does not wish to issue a variance, the applicant has indicated the preferred curb cut in the application.

IMPACT IF NOT APPROVED:

6 Holsbery Road- The building permit for 6 Holsbery Road will remain revoked and approval for installation of an additional curb cut will not be issued.

10 North Pamet Road- The new curb cut at 10 North Pamet Road will not be installed, and a building permit will not be issued.

SUGGESTED ACTION:

6 Holsbery Road- *Motion to approve the new curb cut application for 6 Holsbery Road, and to abandon the preexisting curb cut.*

10 North Pamet Road- *Motion to approve the variance for a second curb cut and approve the new curb cut application for 10 North Pamet Road.*

ATTACHMENTS:

1. Curb cut application and supporting documents for 6 Holsbery Road
2. Curb cut application and supporting documents for 10 North Pamet Road



TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

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

Memorandum

To: Darrin Tangeman, Town Manager
From: Jarrod J. Cabral, Department of Public Works Director
Date: October 23, 2022
Subject: Curb Cut application 6 Holsbery

The applicant has not been clear on their request to abandon or maintain the existing curb cut (please see attached emails). It should also be noted that the existing building permits have been revoked for failing to submit a curb cut application.

NOTE: The new curb cut installation has started but has not been completed.

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

EXHIBIT 1

TOWN OF TRURO
APPLICATION FOR A CURB CUT PERMIT

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

Date: 5/24/2022

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

**BUILDING DEPARTMENT
TOWN OF TRURO**

RCVD 2022OCT25 PM12:37
ADMINISTRATIVE OFFICE
TOWN OF TRURO

OCT 25 2022

RECEIVED BY:

Re: **APPLICATION FOR A CURB CUT**

Dear Board Members:

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

Owners Name(s) (Please Print): Michael + Katherine Winkler

Address: 6 Holsbery Rd. Truro

Phone Number: _____

Email Address: _____

Curb Cut Street Location: Holsbery Rd

Affected Town or State road: Holsbery Rd.

Truro Assessor's Map Number: 50 Parcel Number: 173

Name of contractor: Winkler Construction & Crane Co. Inc.

Contractor Phone Number: 508-737-4696

Contractor Email: winklercrane@comcastoutlook.com

Reason/explanation: Access to property

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

Applicant's Signature: [Signature]

Owner's Signature (if different): _____

Date: 5/24/2022

Owner's Address (if different): 6 Holsbery Rd.

FOR TOWN STAFF/BOARD USE ONLY

DEPARTMENT APPROVALS

Building Commissioner Approval

Approved

Disapproved

Building Permit Number

10-25-2022

Date

Building Commissioner

Chief of Police Approval

Approved

Disapproved

Not Applicable

Chief of Police

Fire Chief Approval

Date 10/28/2022

Approved

Disapproved

Not Applicable

[Signature]

Fire Chief

Date

Health & Conservation Agent Approval

Approved

Disapproved

Not Applicable

Approved on next pg.

Health & Conservation Agent

Public Works Director Approval

Approved

Disapproved

Not Applicable

[Signature]

Public Works Director

Date

Town Manager Approval

Approved

Disapproved

10/25/2022
Date

[Signature]

Town Manager

Select Board Approval

Approved

Disapproved

concerned about 2 curb cuts. Need to clarify.

Date 10/31/2022

Select Board Chair

Date

ADDITIONAL APPROVALS (if required)

Planning Board Approval (if required)

Approved

Disapproved

Not Applicable

Planning Board Chair

Date

Mass Highway Referral (if required)

Date

Forwarded



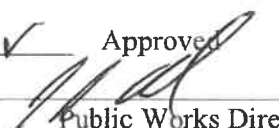
Signature

Date

PROPERTY ADDRESS

FOR TOWN STAFF/BOARD USE ONLY

DEPARTMENT APPROVALS

<u>Building Commissioner Approval</u>			Building Permit Number
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Disapproved		10-25-2022
 Building Commissioner			Date
<u>Chief of Police Approval</u>			Not Applicable
<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved		Date
Chief of Police			Date
<u>Fire Chief Approval</u>			Not Applicable
<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved		Date
Fire Chief			Date
<u>Health & Conservation Agent Approval</u>			Not Applicable
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Disapproved		Date
 Health & Conservation Agent			Date
<u>Public Works Director Approval</u>			Not Applicable
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Disapproved		10/25/2022
 Public Works Director			Date
<u>Town Manager Approval</u>			Not Applicable
<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved		Date
Town Manager			Date
<u>Select Board Approval</u>			Not Applicable
<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved		Date
Select Board Chair			Date

ADDITIONAL APPROVALS (if required)

<u>Planning Board Approval (if required)</u>			Not Applicable
<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved		Date
Planning Board Chair			Date
<u>Mass Highway Referral (if required)</u>			
Date Forwarded			
Signature			Date

PROPERTY ADDRESS _____

FOR TOWN STAFF/BOARD USE ONLY

CERTIFICATION OF COMPLIANCE/FINAL APPROVAL

Public Works Director Declaration of Compliance

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

Public Works Director

Date

Building Commissioner Final Approval

_____ Approved

_____ Disapproved

Certificate of
Occupancy _____

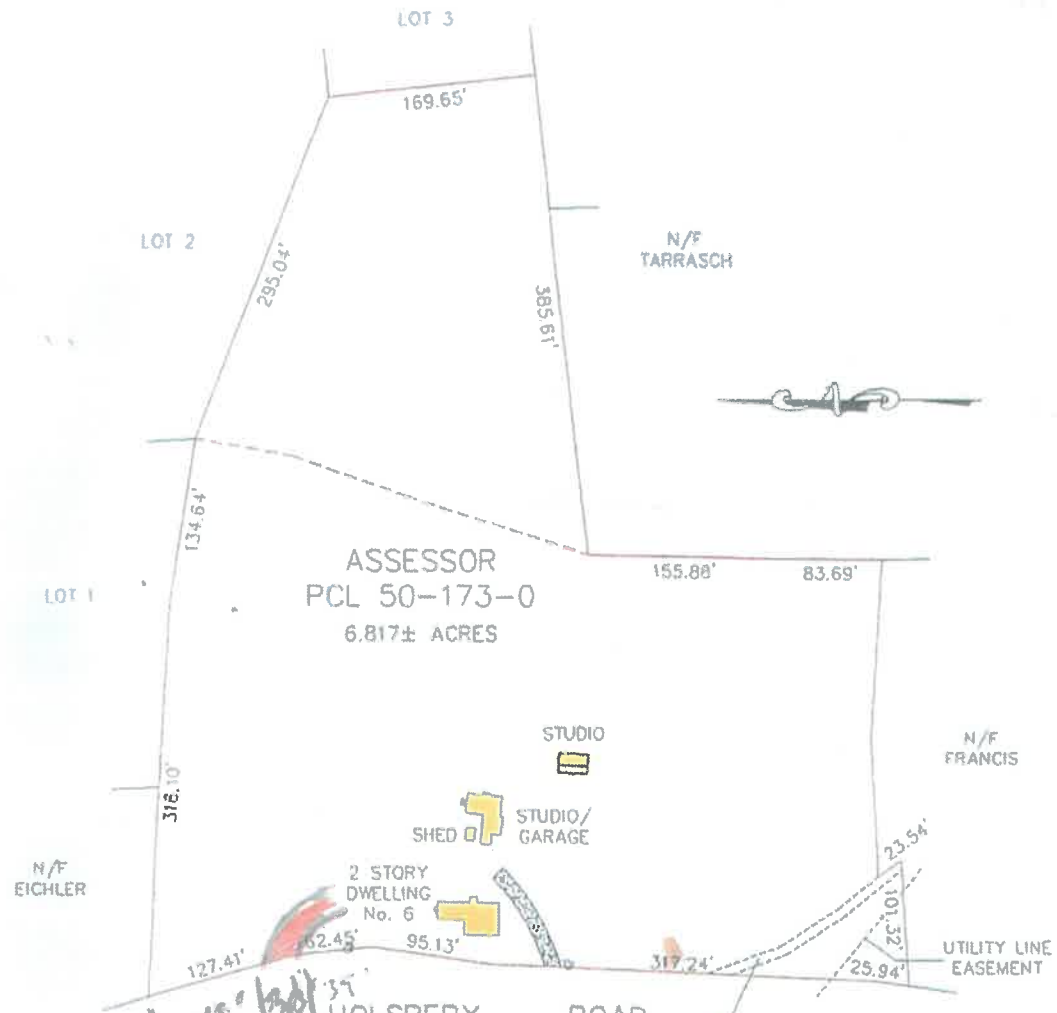
Building Commissioner

Date

PROPERTY ADDRESS _____

MORTGAGE INSPECTION PLAN 6 HOLSBERY ROAD, TRURO, MA

Scale: 1"=150'



110' 130' 35'
110' 130'
189' FROM CORNER TO POLE

CERTIFICATION

THE MAIN BUILDING, FOUNDATION OR DWELLING WAS IN COMPLIANCE WITH THE LOCAL ZONING BYLAWS IN EFFECT WHEN CONSTRUCTED (WITH RESPECT TO STRUCTURAL SETBACK REQUIREMENTS ONLY) OR IS EXEMPT FROM VIOLATION ENFORCEMENT ACTION UNDER MASS. GENERAL LAW TITLE VII, CHAPTER 40A, SECTION 7.

Jarrold Cabral

From:
Sent: Friday, October 14, 2022 9:28 AM
To: Jarrod Cabral
Subject: Topo map - 6 Holsbery Rd - Winkler
Attachments: topo 6 holsbery.pdf

Please find attached topographical map of 6 Holsbery Rd showing location of curb cut. Existing curb cut would be abandoned upon completion of home restoration.

Mike Winkler
President
Winkler Construction & Crane Co Inc
PO Box 1110 Truro, MA 02666
508-737-4696

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



6 Holsbery Rd, Truro - Michael & Katherine Winkler

Existing initial original curb cut/driveway crowded the house and does not provide adequate space for multiple vehicles to park and maneuver, there is no area to have a yard or garden. Second curb cut allows better sight view of traffic, more parking area & maneuverability.

Requesting a variance for 2 curb cuts for our 6.8 acre property.

The radius of the driveways does not extend beyond our property lines.

Entrance to the curb cut hardening with 6" t-base compacted. Topped with gravel. Upon construction completion will finish driveway with crushed shells.

Storm water runoff and sediment is contained on our property by gravel French drains at curb cuts and run off swales.

Jarrold Cabral

From: Mike Winkler
Sent: Monday, October 24, 2022 7:19 PM
To: Jarrod Cabral
Subject: Re: 6 Holsbery Rd, Truro - Curb Cut

Yes, we would like to keep the existing original curb cut for the time being because it will be useful during the house restoration process. Upon completion of house restoration, we may eliminate it.

Thank you
Mike

Get [Outlook for iOS](#)

From: Jarrod Cabral <jcabral@truro-ma.gov>
Sent: Monday, October 24, 2022 8:05:03 AM
To: Mike Winkler <
Subject: RE: 6 Holsbery Rd, Truro - Curb Cut

Thanks, just need to confirm – your previous email stated you were going to abandon the original curb cut are you now asking to keep it and have two curb cuts?

Jarrold J. Cabral
Director
Department of Public Works
Truro MA 02666
Office (508) 214-0400
Email jcabral@truro-ma.gov

From: Mike Winkler
Sent: Sunday, October 23, 2022 3:35 PM
To: Jarrod Cabral <jcabral@truro-ma.gov>
Subject: RE: 6 Holsbery Rd, Truro - Curb Cut

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

We have placed 6” of hardening at both curb cuts and topped with gravel .

Mike Winkler
President
Winkler Construction & Crane Co Inc
PO Box 1110 Truro, MA 02666
508-737-4696

From: [Jarrod Cabral](#)
Sent: Friday, October 14, 2022 11:20 AM
To: [Mike Winkler](#)
Cc: [Barbara Carboni](#); [Emily Beebe](#); [Rich Stevens](#)
Subject: FW: 6 Holsbery Rd, Truro - Curb Cut

Thanks for the topo, please also confirm that you will be abandoning your existing driveway, and that your design will include the below stated requirement. - See Curb Cut application last page last paragraph -

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

Thanks – Jarrod

Jarrold J. Cabral
Director
Department of Public Works
Truro MA 02666
Office (508) 214-0400
Email jcabral@truro-ma.gov

From: Jarrod Cabral
Sent: Wednesday, October 12, 2022 9:38 AM
To: Mike Winkler <winklercrane@outlook.com>
Cc: Barbara Carboni <bcarboni@truro-ma.gov>; Rich Stevens <rstevens@truro-ma.gov>; Emily Beebe <EBeeBe@truro-ma.gov>
Subject: RE: 6 Holsbery Rd, Truro - Curb Cut

Hello, please be sure to submit a plan that shows topo, and please state that you are abandoning your existing driveway.

Thanks – Jarrod

Jarrold J. Cabral
Director
Department of Public Works
Truro MA 02666
Office (508) 214-0400
Email jcabral@truro-ma.gov

From: Mike Winkler <winklercrane@outlook.com>

Sent: Tuesday, October 11, 2022 8:25 PM

To: Jarrod Cabral <jcabral@truro-ma.gov>

Subject: 6 Holsbery Rd, Truro - Curb Cut

1. A written narrative describing the need for a second curb cut, or an explanation as to why you are abandoning your existing curb cut – Note: only the Select Board can approve an additional curb cut.
2. A written narrative of how all storm water runoff and sediment will be contained on your property
3. Supply a scaled plan with topography – You may have this already most applicants use their septic system design to show the topo, and new curb cut
4. Supply a list of materials used for your curb cut
5. If your new driveway is greater than 50' in length then it must be 8' wide for travel and 3' wide on each vegetated shoulder to allow for emergency access.

Existing original curb cut/driveway crowded the house and does not provide adequate space for multiple vehicles to park and maneuver, there is not enough area to have a yard or garden. Second curb cut allows better sight view of traffic, more parking area & maneuverability.

Storm water runoff and sediment is contained on our property by gravel French drains at curb cuts and run off swales. Curb cut materials is natural hardening and 6" t-base compacted. Upon construction completion will finish with crushed shells.

Mike Winkler
President
Winkler Construction & Crane Co Inc
PO Box 1110 Truro, MA 02666
508-737-4696

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TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

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

Memorandum

To: Darrin Tangeman, Town Manager
From: Jarrod J. Cabral, Department of Public Works Director
Date: October 23, 2022
Subject: Curb Cut application 10 North Pamet Rd

The applicant has noted that if the Select Board deny the request for a second curb cut the highlighted curb cut in the submitted plans is the preferred curb cut location.

NOTE: There is already a curb cut to the west of the applicants preferred location on the same parcel that serves 12 North Pamet Rd.

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

Noelle Scoullar

From: Jarrod Cabral
Sent: Tuesday, November 1, 2022 7:10 AM
To: Nicole Tudor; Noelle Scoullar
Cc: Emily Beebe
Subject: FW: Eastern Box Turtle protocol for curb cut
Attachments: NHESP- species data sheet-terrapene-carolina.pdf

Good morning, please include the attachment and Emily's email in the curb cut application for 10 North Pamet Rd.

Thanks – Jarrod

Jarrold J. Cabral
Director
Department of Public Works
Truro MA 02666
Office (508) 214-0400
Email jcabral@truro-ma.gov

From: Emily Beebe <EBeeBe@truro-ma.gov>
Sent: Monday, October 31, 2022 10:41 AM
To: Jarrod Cabral <jcabral@truro-ma.gov>
Cc: Arozana Davis <ADavis@truro-ma.gov>; Courtney Warren <cwarren@truro-ma.gov>
Subject: Eastern Box Turtle protocol for curb cut

Good Morning Jarod,
The following information has been assembled for the contractor, as the area where this project will occur is documented box turtle habitat.

There are many box turtles in this area because there is meadow habitat, marshy river habitat and wooded upland habitat all in close proximity. Please see some representative pictures of the *eastern box turtle*, and the protection protocol below:



- The contractor is hereby notified that the State listed endangered species eastern box turtle is likely present within the project limits. This species is protected by State law which prohibits killing, harming, taking, or keeping them in your possession. (Please see the attached species ID sheet.)
- This terrestrial turtle lives in a variety of habitats including woodlands and fields. They overwinter in upland forest, and as temps drop they burrow down into the soft ground.
- Prior to initial grubbing and clearing activities the contractor will need to coordinate with a biologist to inspect the site for possible turtles and clear them from the project area.
- All work being done during the active turtle window of April 1 and November 1 will require precautionary measures be put in place to protect the turtles.
- Precautions shall include maintaining an exclusionary silt fence around the work area during the period between April 1 and November 1. All parking shall be within the exclusionary fencing.

- The contractors and their staff must become familiar with what a box turtle looks like. They are approximately 2-8 inches long and have a high domed shell. They are variable in color, from yellowy-tan to orange to black with various patterns on their shell.
- Any turtle found within the work area shall be photographed by the contractor, then removed from the project work area and placed outside the exclusionary fencing. Photos can be emailed to ebeebe@truro-ma.gov

Thank you for helping us protect this species!

Emily Beebe, RS
Truro Health & Conservation Agent
24 Town Hall Road
Truro, MA 02666



Natural Heritage & Endangered Species Program

www.mass.gov/nhesp

Massachusetts Division of Fisheries & Wildlife

Eastern Box Turtle *Terrapene carolina*

State Status: Special Concern

Federal Status: None

DESCRIPTION: The Eastern Box Turtle is a small terrestrial turtle ranging from 11.4–16.5 cm (4.5–6.6 in.) in length. It is so named because a hinge on the lower shell (plastron) allows it to enclose head, legs, and tail completely within the upper (carapace) and lower shells. The adult box turtle has an oval, high-domed shell with variable coloration and markings. The carapace is usually dark brown or black with numerous irregular yellow, orange, or reddish blotches. The plastron typically has a light and dark variable pattern, but some may be completely tan, brown, or black. The head, neck, and legs also vary in color and markings, but are generally dark with orange or yellow mottling. The Eastern Box Turtle has a short tail and an upper jaw ending in a down-turned beak. The male box turtle almost always has red eyes, and females have yellowish-brown or sometimes dark red eyes. Males have a moderately concave plastron (females' are flat), the claws on the hind legs are longer, and the tail is both longer and thicker than the females. Hatchlings have a brownish-gray carapace with a yellow spot on each scute (scale or plate), and a distinct light-colored mid-dorsal keel (ridge). The plastron is yellow with a black central blotch, and the hinge is poorly developed.



Distribution in Massachusetts
1980 - 2006
Based on records in
Natural Heritage Database



Photo by Liz Willey

SIMILAR SPECIES: The Blanding's Turtle (*Emydoidea blandingii*) may be confused with the Eastern Box Turtle. Often referred to as the "semi-box turtle," the Blanding's Turtle has a hinged plastron enabling the turtle to pull into its shell, but with less closure than in the Eastern Box Turtle. Both may have yellow markings on the carapace; however, the markings on a Blanding's Turtle are spots or flecks rather than blotches. An adult Blanding's Turtle is larger than the box turtle (15-23 cm; 6-9 in. in shell length). While both will be found nesting in similar habitat, the Blanding's Turtle is essentially aquatic whereas the Eastern Box Turtle is terrestrial. Eastern Box Turtle hatchlings could be confused with Spotted Turtle hatchlings, because both have spots on each scute. However, the Spotted Turtle lacks a mid-dorsal keel.

RANGE: The range of the Eastern Box Turtle is from southeastern Maine; south to northern Florida; and west to Michigan, Illinois, and Tennessee. Although Eastern Box Turtles occur in many towns in Massachusetts, they are more heavily concentrated in the southeastern section of the state.

A Species of Greatest Conservation Need in the Massachusetts State Wildlife Action Plan

Massachusetts Division of Fisheries & Wildlife

1 Rabbit Hill Rd., Westborough, MA; tel: 508-389-6300; fax: 508-389-7890; www.mass.gov/dfw

Please allow the Natural Heritage & Endangered Species Program to continue to conserve the biodiversity of Massachusetts with a contribution for 'endangered wildlife conservation' on your state income tax form, as these donations comprise a significant portion of our operating budget.

www.mass.gov/nhesp

HABITAT IN MASSACHUSETTS: The Eastern Box Turtle is a terrestrial turtle, inhabiting many types of habitats. It is found in both dry and moist woodlands, brushy fields, thickets, marsh edges, bogs, swales, fens, stream banks, and well-drained bottomland.

LIFE CYCLE & BEHAVIOR: The Eastern Box Turtle hibernates in the northern parts of its range from late October or November until mid-March or April depending on the weather. Box turtles overwinter in upland forest, a few inches under the soil surface, typically covered by leaf litter or woody debris. As soil temperatures drop, the turtles burrow into soft ground. Overwintering is usually not communal, although several may overwinter within close proximity of one another. Some individuals may emerge prematurely during warm spells in winter and early spring. When this occurs, they may perish from exposure if there is a sudden cold snap. During the spring, Box Turtles start to forage and mate in the forest and fields.

In summer, adult Box Turtles are most active in the morning and evening, particularly after a rainfall. To avoid the heat of the day, they often seek shelter under rotting logs or masses of decaying leaves, in mammal burrows, or in mud. They often scoop out a “form” (a small domelike space) in leaf litter, grasses, ferns, or mosses where they spend the night. These forms may be used on more than one occasion over a period of weeks. Though known as “land turtles”, in the hottest weather they frequently enter shaded shallow pools and puddles and remain there for periods varying from a few hours to a few days. In the cooler temperatures of spring and fall, box turtles forage at any daylight hour.

The Eastern Box Turtle is omnivorous, feeding on animal matter such as slugs, insects, earthworms, snails, and even carrion. Box Turtles also have a fondness for mushrooms, berries, fruits, leafy vegetables, roots, leaves, and seeds.

Females reach sexual maturity at approximately 13 years of age. Mating is opportunistic and may take place anytime between April and October. Courtship begins with the male circling, biting, and shoving the female. Afterward, the premounting and copulatory phases take place. Females can store sperm and lay fertile eggs up to four years after mating.

Females nest in June or early July and can travel great distances to find appropriate nesting habitat. They may travel up to approximately 1600 m (1 mile), many of them crossing roads during their journey. Nesting areas may be in early successional fields, meadows, utility right of ways, woodland openings, roadsides, cultivated gardens, residential lawns, mulch piles, beach dunes, and abandoned gravel pits. Females sometimes exhibit nest site fidelity, laying eggs in close proximity to the previous years’ nest. Females typically start nesting in the late afternoon or early evening and continue for up to five hours.

THREATS: There are several reasons the Eastern Box Turtle is under threat in Massachusetts: habitat destruction resulting from residential and industrial development; road mortality; collection by individuals for pets; mowing of fields and early successional habitat during the active season; unnaturally inflated rates of predation in suburban and urban areas; disturbance of nest sites by ATVs; and genetic degradation due to the release of non-native (pet store) turtles. The release of non-native species could also transmit disease, which may become an issue in Massachusetts, but is not currently a problem.

MANAGEMENT RECOMMENDATIONS: Using NHESP records, Eastern Box Turtle habitat needs to be assessed and prioritized for protection based on the extent, quality, and juxtaposition of habitats and their predicted ability to support self-sustaining populations of box turtles. Other considerations should include the size and lack of fragmentation of habitat and proximity and connectivity to other relatively unfragmented habitats, especially within existing protected open space.

Given limited conservation funds, alternatives to outright purchase of conservation land is an important component to the conservation strategy. These can include Conservation Restrictions (CRs) and Agricultural Preservation Restrictions (APRs).

Habitat management and restoration guidelines should be developed and implemented in order to create and/or maintain consistent access to nesting habitat at key sites. This is most practical on state-owned conservation lands (i.e. DFW, DCR). However, educational materials should be made available to guide private landowners on the best management practices for box turtle habitat.

A Species of Greatest Conservation Need in the Massachusetts State Wildlife Action Plan

Please allow the Natural Heritage & Endangered Species Program to continue to conserve the biodiversity of Massachusetts with a contribution for ‘endangered wildlife conservation’ on your state income tax form, as these donations comprise a significant portion of our operating budget.

Active Period

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec

Alternative wildlife corridor structures should be considered at strategic sites on existing roads. In particular, appropriate wildlife corridor structures should be considered for bridge and culvert upgrades and road-widening projects within box turtle habitat. Efforts should be made to inform local regulatory agencies of key locations where these measures would be most effective for turtle conservation.

Educational materials need to be developed and distributed to the public in reference to the detrimental effects of keeping our native box turtles as pets (an illegal activity that slows reproduction in the population), releasing pet store turtles (which could spread disease), leaving cats and dogs outdoors unattended (particularly during the nesting season), mowing of fields and shrubby areas, feeding suburban wildlife (which increases numbers of natural predators on turtles), and driving ATVs in nesting areas from June to October. People should be encouraged, when safe to do so, to help box turtles cross roads (always in the direction the animal was heading); however, turtles should never be transported to “better” locations. They will naturally want to return to their original location and likely need to traverse roads to do so.

Increased law enforcement is needed to protect our wild populations, particularly during the nesting season when poaching is most frequent and ATV use is common and most damaging.

Forestry Conservation Management Practices should be applied on state and private lands to avoid direct turtle mortality. Motorized vehicle access to timber harvesting sites in box turtle habitat should be restricted to the times when box turtles are inactive during the winter, preferably when the ground is frozen. Motorized vehicles should not be used for soil scarification.

Finally, a statewide monitoring program is needed to track long-term population trends in Eastern Box Turtles.

REFERENCES:

Babcock, H.L. 1971. *Turtles of the Northeastern United States*. New York: Dover Publications.

Conant, R., and J.T. Collins. 1991. *A Field Guide to Reptiles and Amphibians: Eastern and Central North America*. Boston: Houghton Mifflin Company.

DeGraaf, R.M., and D.D. Rudis. 1983. *Amphibians and Reptiles of New England*. Amherst, Massachusetts: The University of Massachusetts.

DeGraaf, R.M., and D.D. Rudis. 1986. *New England Wildlife: Habitat, Natural History, and Distribution*. General Technical Report NE-108. Broomall, Pennsylvania: U.S. Department of Agriculture, Forest Service, Northeastern Forest Experiment Station.

Ernst, C.H., J.E. Lovich, and R.W. Barbour. 1994. *Turtles of the United States and Canada*. Smithsonian Institution Press, Washington and London.

Hunter, M.L., Jr., J. Albright, and J.E. Arbuckle. 1992. *The Amphibians and Reptiles of Maine*. Bulletin 838, The Maine Amphibian and Reptile Atlas Project. Orono, Maine: University of Maine, Maine Agricultural Experiment Station.

Lazell, J. 1974. *Reptiles and Amphibians of Massachusetts*. Lincoln, Massachusetts: Massachusetts Audubon Society.

Lazell, J. 1969. Nantucket Herpetology. *Massachusetts Audubon* 54 (2): 32-34.

Shiffer, C.N. 1990. Turtle in a Box. *Pennsylvania Angler*, pp. 23-24.

Simmons, T. 1988. All Outdoors. *Vineyard Gazette*.

Tyning, T.F. 1990. *A Guide to Amphibians and Reptiles*. Boston: Little, Brown and Company.

Wiley, L. 2006. Personal communication. M.S. student at the University of Massachusetts, Amherst.

Updated 2015

A Species of Greatest Conservation Need in the Massachusetts State Wildlife Action Plan

Please allow the Natural Heritage & Endangered Species Program to continue to conserve the biodiversity of Massachusetts with a contribution for 'endangered wildlife conservation' on your state income tax form, as these donations comprise a significant portion of our operating budget.
www.mass.gov/nhesp

TOWN OF TRURO
APPLICATION FOR A CURB CUT PERMIT

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

Date: 10-14-2022

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

BUILDING DEPARTMENT
TOWN OF TRURO

RCVD 2022OCT25 PM12:37

OCT 25 2022

ADMINISTRATIVE OFFICE

RECEIVED BY:

TOWN OF TRURO

Re: APPLICATION FOR A CURB CUT

Dear Board Members:

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

Owners Name(s) (Please Print): Timothy McNulty (12 North Pamet LLC)

Address: 10 North Pamet Road, Truro MA 02666

Phone Number: _____

Email Address: _____

Curb Cut Street Location: 12 North Pamet Road, Truro MA 02666

Affected Town or State road: North pamet road

Truro Assessor's Map Number: 51 Parcel Number: 2

Name of contractor: Avalon Building Systems, Paul Oliveira

Contractor Phone Number: 781-828-2100

Contractor Email: info@avalonbuildingsystems.com

Reason/explanation: New modular construction of 29' cape house

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

Applicant's Signature: Olivia Ketchum (Avalon Building Systems)

Owner's Signature (if different): Timothy McNulty Date: 10-14-22

Owner's Address (if different): 10 North Pamet road, truro ma

FOR TOWN STAFF/BOARD USE ONLY

DEPARTMENT APPROVALS

Building Commissioner Approval			Building Permit Number
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Disapproved		<u>10.25.2022</u>
			Date
Chief of Police Approval			Not Applicable
<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved		<input type="checkbox"/> Not Applicable
Chief of Police			Date
Fire Chief Approval			Not Applicable
<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved		<input type="checkbox"/> Not Applicable
Fire Chief			Date
Health & Conservation Agent Approval			Not Applicable
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Disapproved		<input type="checkbox"/> Not Applicable
			<u>10/31/2022</u>
Health & Conservation Agent			Date
Public Works Director Approval			Not Applicable
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Disapproved		<input type="checkbox"/> Not Applicable
			<u>10/25/2022</u>
Public Works Director			Date
Town Manager Approval			Not Applicable
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Disapproved		<input type="checkbox"/> Not Applicable
			<u>10/3/2022</u>
Town Manager			Date
Select Board Approval			
<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved		
Select Board Chair			Date

Approved on next page

Approved on next page

ADDITIONAL APPROVALS (if required)

Planning Board Approval (if required)			Not Applicable
<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved		<input type="checkbox"/> Not Applicable
Planning Board Chair			Date
Mass Highway Referral (if required)			
Date Forwarded			
Signature			Date

PROPERTY ADDRESS _____

FOR TOWN STAFF/BOARD USE ONLY

DEPARTMENT APPROVALS

Building Commissioner Approval

Approved

Disapproved

Building Permit Number

10 25 2022

Date

Building Commissioner

Chief of Police Approval

Approved

Disapproved

Not Applicable

Chief of Police

Date 10/28/2022

Fire Chief Approval

Approved

Disapproved

Not Applicable

Fire Chief

Date

Health & Conservation Agent Approval

Approved

Disapproved

Not Applicable

Health & Conservation Agent

Date

Public Works Director Approval

Approved

Disapproved

Not Applicable

Public Works Director

10/25/2022

Date

Town Manager Approval

Approved

Disapproved

Date 11/4/2022

Town Manager

Select Board Approval

Approved

Disapproved

Date

Select Board Chair

ADDITIONAL APPROVALS (if required)

Planning Board Approval (if required)

Approved

Disapproved

Not Applicable

Planning Board Chair

Date

Mass Highway Referral (if required)

Date

Forwarded

Signature

Date

PROPERTY ADDRESS

FOR TOWN STAFF/BOARD USE ONLY

CERTIFICATION OF COMPLIANCE/FINAL APPROVAL

Public Works Director Declaration of Compliance

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

Public Works Director

Date

Building Commissioner Final Approval

_____ Approved

_____ Disapproved

Certificate of
Occupancy _____

Building Commissioner

Date

PROPERTY ADDRESS _____

Jarrood Cabral

From: Jarrood Cabral
Sent: Tuesday, October 18, 2022 8:39 AM
To: olivia@avalonbuildingsystems.com
Subject: FW: Avalon - 12 North Pamet Road Curb Cut Application
Attachments: 12 North Pamet Road Truro MA Curb Cut Notes.pdf; McNulty Engineered Site Plan.pdf; McNulty Curb Cut Application (2).pdf; policy_28_curb_cut_policy_june_14_2022__1.pdf

Good morning, just a couple of notes

The Town will not be responsible for stormwater runoff that originates from North Pamet Rd. Please be sure that your final design is suitable to control stormwater runoff to and from North Pamet Road. Please review the excerpts from the curb cut policy below and highlight on your plan the preferred entrance (curb cut). This will help the Select Board understand which entrance you would like to move forward with if they decide not to grant a variance for two curb cuts.

Note: 12 North Pamet does already have a curb cut on the property this will be part of the review process moving forward.

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

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

Jarrood J. Cabral
Director
Department of Public Works
Truro MA 02666
Office (508) 214-0400
Email jcabral@truro-ma.gov

From: Olivia Ketchum <Olivia@avalonbuildingsystems.com>
Sent: Friday, October 14, 2022 3:39 PM
To: Jarrood Cabral <jcabral@truro-ma.gov>
Subject: Avalon - 12 North Pamet Road Curb Cut Application

Hello Jerrod,

I have attached the Application, site plan and a pdf of notes for the curb cut application for 12 North Pamet Road, Truro MA.

Let me know if there is anything else I need to supplement this permit application with.

Thank you,

Olivia Ketchum

Designer/Project Manager

olivia@avalonbuildingsystems.com

Avalon Building Systems

560 Turnpike Street

Canton, MA 02021

Phone: 781-828-2100

Fax: 781-828-1050

www.avalonbuildingsystems.com



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Jarrood Cabral

From: Olivia Ketchum <Olivia@avalonbuildingsystems.com>
Sent: Tuesday, October 18, 2022 10:39 AM
To: Jarrod Cabral
Attachments: McNulty Engineered Site Plan for Truro Curb Cut.pdf; McNulty Curb Cut Application (2).pdf; 12 North Pamet Road Truro MA Curb Cut Notes 10.18.22.pdf

Hello Jerrod,

Thank you for your email response.

I have attached the Application, site plan (with noted preferred curb cut) and a pdf of notes for the curb cut application for 12 North Pamet Road, Truro MA.

Let me know if there is anything else I need to supplement this permit application with.

*Also, I just want to confirm and make sure we do everything in the correct order, do we need to wait on the curb cut approval to start the well application process? Then the septic application follows the well approval?

Thank you!

Olivia Ketchum
Designer/Project Manager
olivia@avalonbuildingsystems.com
Avalon Building Systems
560 Turnpike Street
Canton, MA 02021
Phone: 781-828-2100
Fax: 781-828-1050
www.avalonbuildingsystems.com



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

12 North Pamet Road Truro MA Curb Cut Application

Site Plans: Attached

Materials for driveway: Crushed Stone

We will create a natural berm at the top right of the driveway along with the hot mixed berm along the property line & curb.

The driveway entrance and exit will be hot mixed and bermed to prevent erosion from 12 North Pamet onto the town road and from the town road into the property.

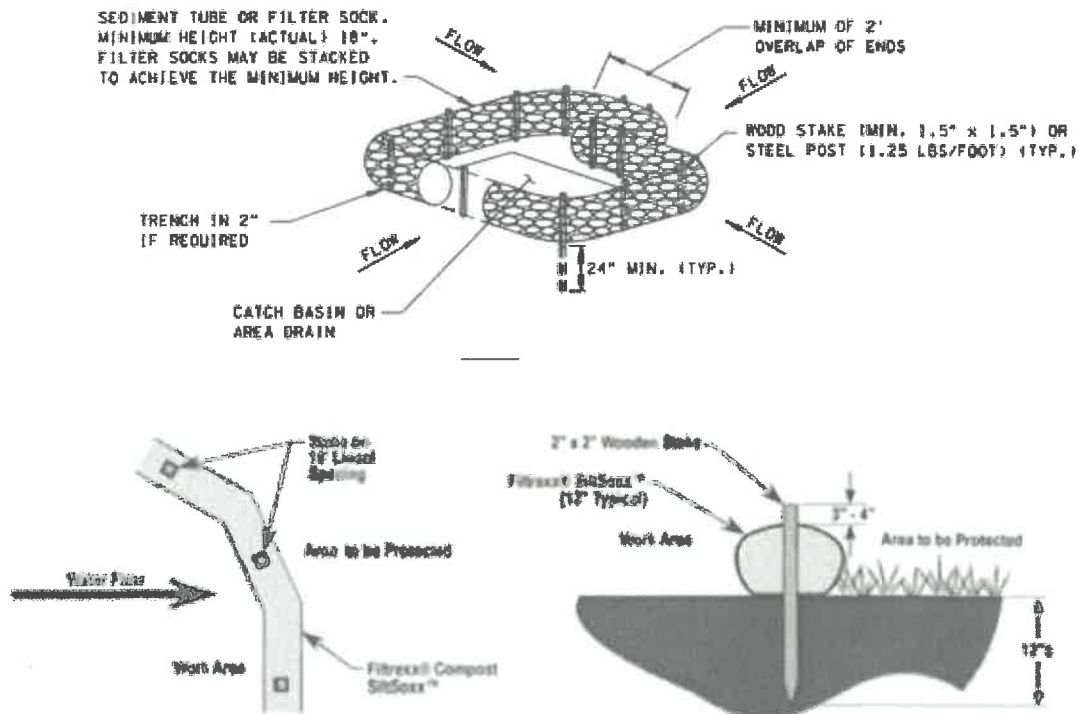
We will grade from road to back of property. Constructed on a Negative grade from road surface.

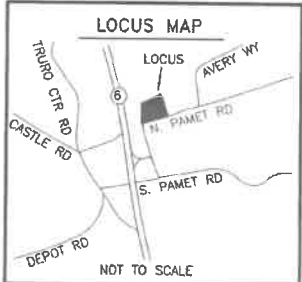
Crushed stone covering driveway after final grading.

Will have filter socks lining construction perimeter and road to assist with any erosion during site work.

Catch basin: filter sock around catch basin and filter fabric inside of any grates that could be affected by site work.

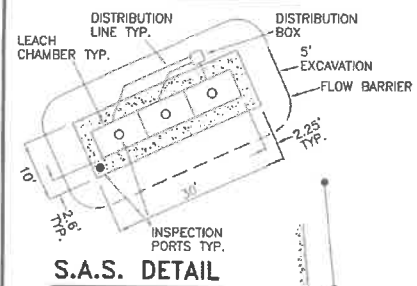
CATCH BASIN PROTECTION (TYPE D)





ZONING: RESIDENTIAL
 FRONT, REAR AND SIDE SETBACKS = 25'
 MAXIMUM BUILDING HEIGHT = 30'

BUILDING HEIGHT:
 $18.8' + 12.0' + 9.7' + 15.1' = 55.6'$
 $55.6' / 4 = 13.9' = \text{AVERAGE GRADE}$
 MAXIMUM RIDGE ELEVATION = 43.9'
 PROPOSED HEIGHT OF STRUCTURE = 24.25'
 MAXIMUM FOUNDATION ELEVATION = 19.65'

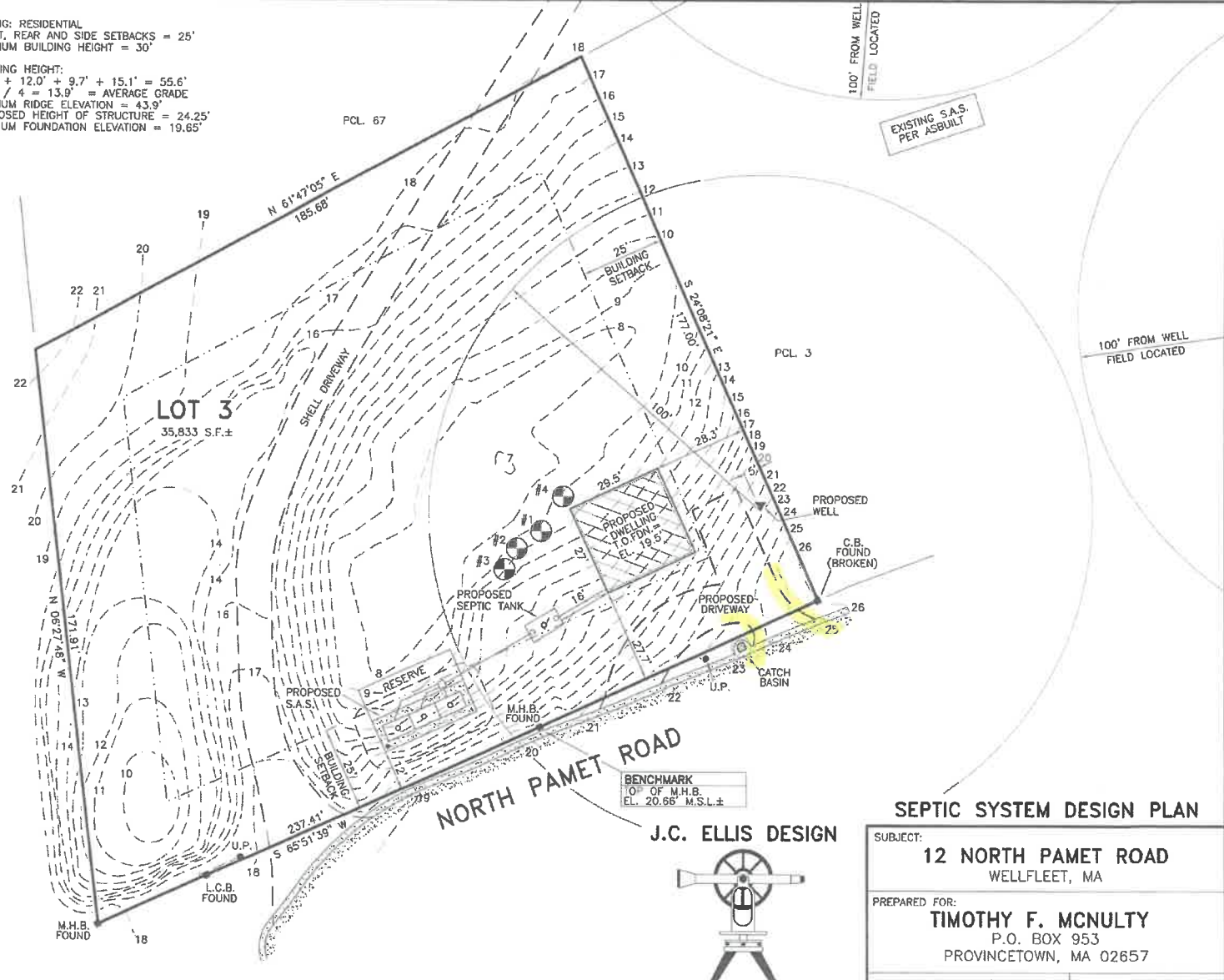


SURVEY PLAN REFERENCE:
 LAND COURT PLAN# 16777-C
 THIS PLAN IS FOR SEPTIC SYSTEM
 DESIGN PURPOSES ONLY.
 THIS PLAN IS NOT FOR BOUNDARY
 DETERMINATION.
 PROPERTY OWNER AND
 CONTRACTORS TO VERIFY
 ALL WATER LINES AND GAS
 UTILITIES ON PROPERTY.



JASON C. ELLIS, R.S.

STATE HIGHWAY - ROUTE 6



BENCHMARK
 TOP OF M.H.B.
 EL. 20.66' M.S.L.±

J.C. ELLIS DESIGN



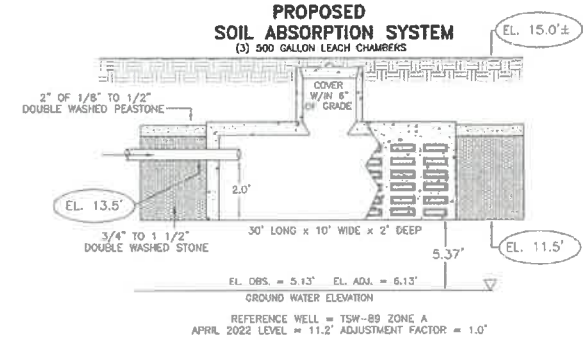
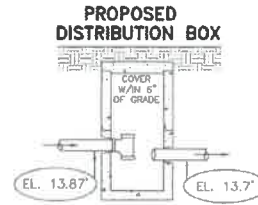
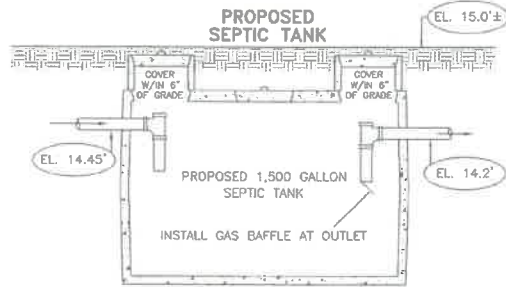
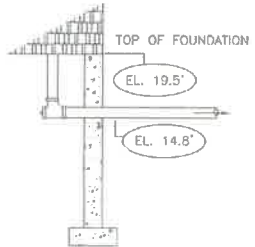
P.O. BOX 81
 NORTH EASTHAM, MA 02651
 (508)240-2220
 Email: jason@jcellisdesign.com

SEPTIC SYSTEM DESIGN PLAN

SUBJECT: 12 NORTH PAMET ROAD WELLFLEET, MA	
PREPARED FOR: TIMOTHY F. MCNULTY P.O. BOX 953 PROVINCETOWN, MA 02657	
ASSESSOR'S MAP 51 PARCEL 2	SCALE: 1"=30'
DATE: MAY 10, 2022	SHEET 1 OF 2

SECTION DETAIL – COMPONENTS

NOT TO SCALE



DESIGN CALCULATIONS

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

SEPTIC TANK:
 330 G/P/D x 2 = 660 G/P/D REQUIRED
 USE 1500 GALLON SEPTIC TANK

SOIL ABSORPTION SYSTEM:
 PERC RATE = <2 MIN./IN. - CLASS I SOIL
 SIDEWALL = (30 + 10)(2)(2) = 160 S.F.
 BOTTOM: (30)(10) = 300 S.F.
 (160 + 300)(0.74) = 340.4 G/P/D PROVIDED
 USE: (3) 500 GALLON LEACH CHAMBERS W/ STONE
 AS SHOWN IN DETAIL.

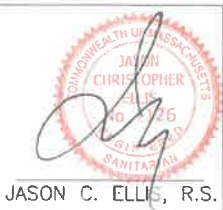
NOTES

- ALL PRECAST COMPONENTS TO BE H-10 RATED. ALL COMPONENTS WITH ANY ANTICIPATED VEHICULAR TRAFFIC TO BE H-20 RATED.
- ELEVATION DATUM IS FROM USGS QUAD MAP.
- MUNICIPAL WATER IS NOT AVAILABLE.
- ALL CONSTRUCTION TO CONFORM WITH 310 CMR 15.000 AND ALL OTHER APPLICABLE LOCAL, STATE AND FEDERAL CODES AND REGULATIONS.
- INSTALLER/CONTRACTOR TO REVIEW & VERIFY ALL ELEVATIONS AND DETAILS AND REPORT ANY DISCREPANCIES TO DESIGNER PRIOR TO CONSTRUCTION OR ASSUME ALL RESPONSIBILITY.
- INSTALLER/CONTRACTOR IS RESPONSIBLE FOR MAINTAINING SAFE WORK AREA, VERIFYING ALL UTILITIES AND NOTIFYING DIG SAFE PRIOR TO CONSTRUCTION.
- ANY CHANGES TO OR DEVIATIONS FROM THIS PLAN MUST BE APPROVED IN WRITING BY J.C. ELLIS DESIGN CO. AND BOARD OF HEALTH.
- FINISH COVER OVER COMPONENTS IS NOT TO EXCEED 3' PER 310 CMR 15.000.
- ALL COMPONENTS TO BE PROVIDED WITH WATERTIGHT ACCESS PORTS WITHIN 6" OF FINISH GRADE.
- ALL SEPTIC TANKS, DISTRIBUTION BOXES AND PIPING TO BE INSTALLED WATERTIGHT.
- NO KNOWN WELLS EXIST WITHIN 100' OF PROPOSED LEACH AREA.
- LEACH AREA TO BE PROVIDED WITH AT LEAST ONE INSPECTION PORT CONSISTING OF A PERFORATED FOUR INCH PIPE PLACED VERTICALLY DOWN INTO THE STONE TO THE NATURALLY OCCURRING SOIL OR SAND FILL BELOW THE STONE. THE PIPE SHALL BE CAPPED WITH A SCREW TYPE CAP AND ACCESSIBLE WITHIN 3' OF GRADE.
- EXCAVATE ALL UNSUITABLE SOIL (A, E AND B LAYERS) ONLY AS NECESSARY, 5' AROUND AND UNDER S.A.S. DOWN TO C LAYER AND REPLACE WITH CLEAN MEDIUM SAND.
- SUITABLE SOIL CONDITIONS TO BE VERIFIED IN AREA OF PROPOSED S.A.S. AT TIME OF INSTALLATION.
- INSTALL 40 MIL POLY FLOW BARRIER AS SHOWN AROUND PROPOSED S.A.S. FROM EL. 14.5' DOWN TO EL. 7.0'.

DEEP HOLE DATA

PERFORMED BY: JASON C. ELLIS, R.S., S.E.
 WITNESSED BY: AROZANA DAVIS, TRURO BOH
 TEST DATE: MAY 6, 2022

#1		#2		#3		#3	
DEPTH	ELEV.	DEPTH	ELEV.	DEPTH	ELEV.	DEPTH	ELEV.
0.00'	10.71'	0.00'	10.95'	0.00'	11.13'	0.00'	10.46'
0.25'	10.46'	0.25'	10.71'	0.33'	10.8'	0.33'	10.13'
1.5'	9.21'	1.33'	9.63'	1.5'	9.63'	1.5'	8.96'
3.66'	7.05'	2.83'	8.13'	1.91'	9.22'	1.66'	8.8'
7.85'	2.88'	7.16'	3.8'	3.33'	7.8'	3.33'	7.13'
GROUNDWATER ENCOUNTERED @ 67" (EL. 5.13')		GROUNDWATER ENCOUNTERED @ 70" (EL. 5.13')		GROUNDWATER ENCOUNTERED @ 72" (EL. 5.13')		GROUNDWATER ENCOUNTERED @ 64" (EL. 5.13')	



JASON C. ELLIS, R.S.

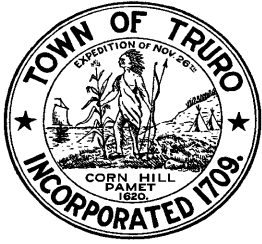
J.C. ELLIS DESIGN



P.O. BOX 81
 NORTH EASTHAM, MA 02851
 (508)240-2220
 Email: jason@jcellisdesign.com

SEPTIC SYSTEM DESIGN PLAN

SUBJECT: 12 NORTH PAMET ROAD WELLFLEET, MA	
PREPARED FOR: TIMOTHY F. MCNULTY P.O. BOX 953 PROVINCETOWN, MA 02657	
ASSESSOR'S MAP 51 PARCEL 2	
DATE: MAY 10, 2022	SHEET 2 OF 2



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Darrin Tangeman, Town Manager

REQUESTED MEETING DATE: November 9, 2022

ITEM: Approval of Joining Provincetown in an Expanded Analysis of Future Water Demand

EXPLANATION: As discussed at the October 24, 2022 Joint Water meeting between the Provincetown and Truro Select Boards, Provincetown has commissioned an analysis of future water demand. It was discussed that it would be beneficial for the analysis to be expanded to include Truro's future demands as well so that a more comprehensive understanding of the needs of both communities can be considered in future planning.

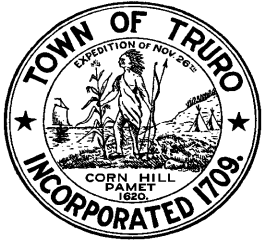
To expand the analysis to include Truro would be an additional \$20,000, which would be paid for by the Town of Truro to participate. If the Board approves participation, Town Manager Tangeman will request \$20,000 of reserve funds from the Finance Committee to fund Truro's portion of the analysis.

FINANCIAL SOURCE (IF APPLICABLE): Reserve Fund transfer will be requested.

IMPACT IF NOT APPROVED: Truro will not participate in the water demand analysis and accurate planning cannot be completed for future water needs.

SUGGESTED ACTION: *Motion to join Provincetown in an expanded analysis of future water demand and to support the Town Manager's request for a reserve fund transfer for this purpose.*

ATTACHMENTS: None



TOWN OF TRURO

Select Board Agenda Item

BOARD/COMMITTEE/COMMISSION: Truro Housing Authority

REQUESTOR: Kevin Grunwald, Chair of the Truro Housing Authority

REQUESTED MEETING DATE: November 9, 2022

ITEM: Review and Authorize Truro Housing Authority's Community Preservation Act Application

EXPLANATION: The Truro Housing Authority requests that the Truro Select Board authorize the Truro Housing Authority to submit two grant applications to the Community Preservation Committee (CPC) for funding for the Town's housing consultant in the amount of \$50,000 and funding for the Truro Affordable Housing Trust Fund in the amount of \$750,000. In order to meet the grant deadline, the Housing Authority submitted the application so retroactive authorization is requested.

The Truro Housing Authority regularly submits such grants on behalf of the Truro Affordable Housing Trust Fund and to fund the Town's housing consultant. Kevin Grunwald, Chair of the Truro Housing Authority will be present at the Select Board meeting to provide further details related to this request.

FINANCIAL SOURCE (IF APPLICABLE): Community Preservation Act Funds

IMPACT IF NOT APPROVED: The Select Board will not authorize the submission of the Community Preservation Act grant applications submitted by the Truro Housing Authority. Failure to secure CPC Funds (if approved by the CPC and later by Town Meeting) may mean that the Town does not have funding for the housing consultant and/or the Affordable Housing Trust Fund may not have the funds to pay for important housing initiatives.

SUGGESTED ACTION: *Motion to authorize the Truro Housing Authority to submit two applications to the CPC for funding for the Truro Affordable Housing Trust Fund and for the Town's housing consultant in the FY2023 funding round.*

ATTACHMENTS

1. CPC Application- Housing Consultant
2. CPC Application- Affordable Housing Trust Fund

PROJECT APPLICATION FORM

Applicant: Affordable Housing Trust

Submission Date : 11/1/22

Address: Truro Town Hall

Purpose: (Select all that apply)

Open Space

Affordable Housing

Telephone: 508 349-7810

Historic Preservation

E-mail: kevshawn@comcast.net

Recreation

Town Committee:

(if applicable): Truro Housing Authority

Project Name: Housing Consultant/Technical Assistance Request

Project Location/Address: N/A

Amount Requested: \$50,000

Project Summary: In the space below, provide a brief summary of the project.

See Narrative.

Estimated Date for Commencement of Project: Ongoing

Estimated Date for Completion of Project: Ongoing

PROJECT NARRATIVE

The mission of the Truro Housing Authority (THA) is to promote decent, safe, affordable housing for rental or purchase to meet the needs of present and future Truro residents. We encourage and support affordable housing that can serve a variety of needs, including elderly residents, families with children, couples, singles and municipal employees. We accomplish this by monitoring and promoting Affordable Housing opportunities as they arise. Using funds provided by the Community Preservation Act through Town Meeting appropriations, HOME Consortium grants, and grants from the Massachusetts Housing Partnership and from the Truro Affordable Housing Trust, the Authority strives to manage, maintain and create, both for rental and for purchase, dwellings for low and moderate income citizens.

Over the next five years the THA plans on continuing to build support and momentum for affordable housing initiatives. Our Housing Production Plan (HPP) and our Housing Needs Assessment are currently in the process of being updated. The HPP identifies a number of strategies to accomplish our goals, with the outcome being to achieve an increase in the Subsidized Housing Inventory by 5-11 units per year over the next five years. This includes development of housing on existing town-owned land, identification

of small scattered sites appropriate for housing, and preservation of affordability for existing properties. The Town's acquisition of the Walsh Property presents an especially attractive opportunity for a range of diverse housing options. Finally, we will continue to develop our role of advocacy and education to provide fact-based information to the Truro community. In Truro we rely heavily upon the expertise of our housing consultant to assist us in carrying out our mission, which is a cost efficient and flexible alternative to hiring a staff member.

Consultant Responsibilities:

- Serve as the key technical resource for the Truro Housing Authority (THA) and Town departments as they focus on housing initiatives.
- Attend regular meetings of the THA and other housing related and relevant subcommittees and town boards as necessary, including the Planning Board, Open Space Committee, the Economic Development Committee [EDC], and Community Preservation Committee [CPC].
- Work with the THA and Town staff to develop, refine, and implement community housing plans, including the Housing Production Plan, to increase the availability of housing opportunities for residents of Truro.
- Work with the Town's Marketing Coordinator and THA members to coordinate community outreach initiatives to inform the public regarding ongoing housing initiatives and potential projects.
- Maintain and update Truro's Subsidized Housing Inventory (SHI).
- Provide support to potential community housing developers in designing proposals for new housing initiatives/projects.
- Review proposed projects and applications for community housing; provide input and make recommendations to the THA, Select Board, and other relevant boards to inform the review and approval of proposed projects.
- Conduct on-going and extensive research for potential financial resources to support community housing initiatives and, when appropriate, manage the process to secure funding.
- Conduct periodic needs assessments to update information and accurately reflect the current housing needs in the community.
- Assist the THA and the Select Board in the oversight, approval and use of financial resources through the Affordable Housing Trust Fund.

The Truro Housing Authority has been working with the assistance of a CPC funded Affordable Housing Consultant for the past six years and has made significant strides in affordable housing. THA is seeking funding for an additional year of consulting at this time as we look to the possibility of the Town creating a staff position to assume these responsibilities. In the previous six years, the THA, with the consultant's assistance, has accomplished the following:

- Housing Production Plan (HPP): Worked with the THA to hire a consultant to update the Town's Housing Production Plan and Housing Needs Assessment. This is a critical road map for Truro's affordable housing efforts.
- Resale: THA worked diligently and preserved the affordability of an older home with an older deed rider, saving critical affordable housing funds and creating a permanently affordable home for a Truro family.
- ADU/AADU: THA has used the Housing Consultant to review proposed bylaws related to Accessory Dwelling Units and Affordable Accessory Dwelling Units.
- MassHousing Planning for Housing Production grant: THA wrote a grant

Agenda Item: 7C1

application to MassHousing and was awarded \$75,000 towards Housing Production. The funds were used for engineering and surveying work related to the Cloverleaf Project. The Housing Consultant also worked closely with the Town Manager and received a significant grant to fund the water main extension for the Cloverleaf project and other infrastructure.

- Housing Choice Designation: THA assisted the Town in an application that gained Truro "Housing Choice" Designation and eligibility for certain state grant funding rounds.
- RFP: THA has worked closely with Town Administration to write a Request for Proposal (RFP) to select a developer for the Cloverleaf project. The consultant continues to serve on the advisory committee providing oversight on this project.
- Assisted THA members in developing an Emergency Rental Assistance Program.
- Worked collaboratively with an engineering consultant to explore options for Habitat for Humanity housing.
- Worked closely with the Town Planner to aid in guiding the work of the THA.

PROJECT APPLICATION FORM

Applicant: Affordable Housing Trust

Submission Date : 11/1/22

Address: Truro Town Hall

Purpose: (Select all that apply)

Open Space

Affordable Housing

Historic Preservation

Recreation

Telephone: 508 349-7810

E-mail: kevshawn@comcast.net

Town Committee:

(If applicable): Truro Housing Authority, on behalf of the Affordable Housing Trust

Project Name: Affordable Housing Trust

Project Location/Address: N/A_____

Amount Requested: \$750,000

Project Summary: In the space below, provide a brief summary of the project.

See Narrative.

Estimated Date for Commencement of Project: Ongoing

Estimated Date for Completion of Project: Ongoing

PROJECT NARRATIVE

This application requests funding in the amount of \$750,000 on behalf of The Truro Affordable Housing Trust for the purpose of Community Housing. This Trust was established by Massachusetts General Law 274 of the Acts of 2002. The funds of this Trust can be used for a variety of activities that create, support and preserve affordable housing. The Community Preservation enabling legislation has provisions specifically for the CPC to fund Trusts. Currently the members of the Select Board serve as the trustees.

The need for affordable housing in Truro has been well documented, and the lack of quality affordable housing is one of the most critical problems facing the sustainability of our community. Funding for the Affordable Housing Trust provides opportunities to fund projects that could include assisting in maintaining affordability, land acquisition, pre-development/feasibility, or any other program allowable under the CPA. Projects can be reviewed at any time (so not tied to the yearly Town Meeting cycle), and are approved by the Select Board.

In the past the Truro Affordable Housing Trust funds have been used to assist in re-sales of affordable homes and to provide buy-down funds to ensure that affordability remains. This is a truly critical program, as deed riders from the 1990's include re-sale calculations

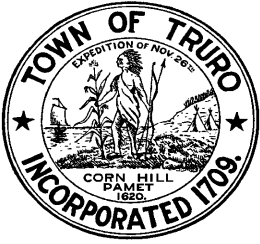
that can result in unaffordable home sale prices. Trust funds have also been used to assist the Truro Housing Authority and Habitat for Humanity in land acquisition. During the past year AHT funds have been used for the following projects:

- \$800,000 has been allocated to the Cloverleaf housing project as a local funding match to leverage state grants and to subsidize the cost of infrastructure. This brings the Town's financial contribution to this project to \$23,000 per unit.
- Most recently the AHT has allocated funds for the Emergency Rental Assistance Program, designed to assist income-eligible families who are struggling to pay their rent. Approximately \$21,000 has been spent on this critical program.
- \$30,000 was allocated to hire a consultant to update our Housing Production Plan and Housing Needs Assessment.
- At the request of the Town Manager, and with the approval of the Select Board, approximately \$434,000 was allocated to fund the moving of two buildings to a Town owned lot which will be used for employee housing.

At this time the balance of the fund is approximately \$65,000. The rationale for requesting this amount of money from CPC is to restore a pool of funds that are quickly accessible for time-sensitive affordable housing initiatives so that Truro can take advantage of these opportunities as they arise. We believe that this amount is required to support strategies identified in the HPP and to respond to the sense of urgency that the housing crisis has generated in our community.

REVIEW AND RECOMMENDATION CRITERIA/GUIDELINES

- Consistent with goals and priorities of the Select Board and the proposed Local Comprehensive Plan.
- Economically and reasonably feasible to implement.
- Serves multiple needs and populations.
- Leverages additional or multiple sources of funding (required by most State and federal funding applications).
- Utilizes, preserves, protects or enhances currently owned Town land or housing assets.
- Consistent with recent Town Meeting actions, as supported at the Annual Town meeting.
- Community Character: Promotes diversity through affordable housing and is consistent with Town planning documents, including the Local Comprehensive Plan and the Housing Production Plan.
- Community Impact/Needs: Meets multiple needs and populations in Town, addresses significant community needs, and meets the needs of an underserved population.



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Attorney Katherine Klein of KP Law and Darrin Tangeman, Town Manager

REQUESTED MEETING DATE: November 9, 2022

ITEM: Vote to Execute the Order of Taking for the Permanent Easement and Temporary Easement at Old County Road

EXPLANATION: As approved by Town Meeting at the April 2022 Annual Town Meeting (Article 30: Acquisition of Easements for the Herring River Restoration Project), easements must be acquired for a permanent grade change, installation of a guardrail and erosion control in connection with the Herring River Restoration project, which is being coordinated and implemented by the Town of Wellfleet and the National Park Service. These are the only private easements required in the Town of Truro. The Towns of Wellfleet and Truro will enter into an Intermunicipal Agreement addressing liability concerns and future maintenance by Truro at this location and at a Town-owned parcel, which is also affected by the project.

Attorney Katherine Klein of KP Law has prepared the Order of Taking and will be available to present it to the Board at the meeting.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The easements required for the Herring River Restoration Project will not be acquired.

SUGGESTED ACTION: *Motion to execute the Order of Taking for the Permanent and Temporary Easement Premises pertaining to 125A Old County Road, with the authority of the vote taken under Article 30 of the April 30, 2022 Annual Town Meeting.*

ATTACHMENTS:

1. Article 30, Annual Town Meeting 2022
2. Order of Taking
3. Waiver for 125A Old County Road (signed by property owner)
4. Plan Referenced in Order of Taking

LAND ACQUISITION ARTICLES

Article 30: Acquisition of Easements for the Herring River Restoration Project

To see if the Town will vote to authorize the Select Board to acquire, by gift, purchase [or eminent domain], a permanent easement and a temporary easement at property known as 125A Old County Road (Assessor’s Map 59-108), as shown on a plan entitled “Herring River Restoration Project Engineering Design to Elevate Low-Lying Roadways and Replace Associated Culverts, Wellfleet and Truro, Massachusetts, Permanent and Temporary Easement Plan,” prepared for the Town of Truro, sheet 1 of 1,” dated March 2022, prepared by WSP, a copy of which is on file with the Town Clerk, as said plan may be amended from time to time, said acquisition to be on such terms and conditions as the Select Board deems appropriate; and further to authorize the Select Board to execute any and all documents and take such other actions as be necessary or convenient in connection with said acquisition; or take any other action relative thereto.

Requested by the Select Board

Select Board Comment: These easements are being acquired for a permanent grade change, installation of a guardrail and erosion control in connection with the Herring River Restoration project, which is being coordinated and implemented by the Town of Wellfleet and the National Park Service. These are the only private easements required in the Town of Truro. The Towns of Wellfleet and Truro will enter into an Intermunicipal Agreement addressing liability concerns and future maintenance by Truro at this location and at a Town-owned parcel, which is also affected by the project.

Select Board Recommendation	5	0	0
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COMMONWEALTH OF MASSACHUSETTS

Barnstable County

Town of Truro

ORDER OF TAKING

At a regularly convened meeting of the Select Board of the Town of Truro (the "Town") held on this ____ day of _____, 2022, it was voted and ordered as follows:

The Select Board of the Town of Truro, duly elected, qualified, and acting as such, on behalf of the Town and by virtue of and in accordance with the authority of the vote taken under Article 30 of the April 30, 2022 Annual Town Meeting, a certified copy of which is attached hereto and incorporated herein, the provisions of Chapter 79, and any and every other power and authority hereunto enabling it in any way, hereby finds that public necessity and convenience require that it should lay out, take charge of, and take by eminent domain permanent and temporary easement rights (the "Easement Premises") in the property described herein for the purposes set forth in more detail below for permanent grade change, installation of a guardrail and erosion control to enable the Town or, at its election, another governmental entity and/or private party, to undertake the Herring River Restoration Project, which shall achieve significant public benefits associated with tidal restoration and accommodate the elevation of roadways and related improvements necessary to protect public and private structures from the potential effects of tidal restoration (the "Project").

1. *Permanent Easement Premises:*

Permanent easement interests and rights for grading, including filled areas, in, over, across, upon and under a portion of the land known as and numbered 125A Old County Road, Truro, Barnstable County, Massachusetts (the "Property"), owned by Franja Lewis Sanders ("Owner") under a deed recorded in the Barnstable County Registry of Deeds (the "Registry") in Book 1456, Page 768 (the "Deed"), consisting of approximately nine hundred thirty-three (933) square feet, and shown as "Easement PE-1" on that certain plan entitled "Herring River Restoration Project Engineering Design to Elevate Low-Lying Roadways and Replace Associated Culverts, Wellfleet and Truro, Massachusetts, Permanent and Temporary Easement Plan," prepared by WSP and dated March 2022, a reduced copy of which is attached hereto as Exhibit A, and recorded with the Registry in Plan Book _____, Plan _____ (the "Plan").

Property: 125A Old County Road, Truro, MA

2. *Temporary Easement Premises for a period of four (4) years from the date of recording of this Order of Taking:*

Temporary easement interests and rights for erosion and sediment control (including straw wattles, silt curtains, dewatering basins and bypass pipes, as needed), in, over, across and upon and under a portion of the Property, owned by Owner under the Deed consisting of approximately five hundred forty-nine (549) square feet, and shown as “Easement TE-1” on said Plan.

No damages have been awarded, as the Owner has waived any damages sustained by reason of this taking.

The Town shall have the right to enter upon and pass over the Easement Premises from time to time, by foot, vehicle, or heavy equipment, for any and all purposes stated herein and uses necessary or incidental thereto, including, without limitation, using and temporarily storing, as needed, construction equipment, materials or other incidental items within the Easement Premises for the purposes set forth herein. No temporary or permanent buildings, structures or other objects shall be constructed, installed or placed upon the Permanent Easement Premises or, for the duration of the temporary easement, within the Temporary Easement Premises.

The taking includes the right of the Town to remove any buildings, structures, objects, utilities and/or vegetation (including trees and shrubs) now or hereafter located within the Easement Premises whenever their removal shall be necessary or convenient to exercise the rights taken hereunder and/or for the purposes set forth herein. Utilities and related facilities located within the Easement Premises that are owned by private utility companies and easements held by private utility companies are not taken.

A representative of the Town shall record this Order of Taking in the Registry within thirty (30) days from its final passage, shall notify the Treasurer and Collector of Taxes in the Town of Truro of this taking in accordance with M.G.L. Chapter 79, and shall cause notice of the taking to be given to all persons entitled thereto and do all things necessary for the validity of this Order of Taking.

[The remainder of this page has been intentionally left blank.]

Exhibit A

Plan

TOWN OF TRURO, MASSACHUSETTS

Waiver of Appraisal and Damages

KNOW ALL MEN BY THESE PRESENTS, that I, Franja Lewis Sanders (the "Owner"), in consideration of the sum of one dollar (\$1.00) paid, said consideration being hereby acknowledged as full compensation for all damages sustained by said Owner on account of a taking to be made by the Town of Truro, by and through its Select Board (the "Town") of:

a) permanent easement interests and rights for grading, including filled areas, in, over, across, upon and under a portion of the land known as and numbered 125A Old County Road, Truro, Barnstable County, Massachusetts (the "Property"), owned by Owner under a deed recorded in the Barnstable County Registry of Deeds (the "Registry") in Book 1456, Page 768, consisting of approximately nine hundred thirty-three (933) square feet, and shown as "Easement PE-1" on that certain draft plan entitled "PERMANENT AND TEMPORARY EASEMENT PLAN, HERRING RIVER RESTORATION PROJECT, ENGINEERING DESIGN TO ELEVATE LOW-LYING ROADWAYS AND REPLACE ASSOCIATED CULVERTS, WELLFLEET AND TRURO MASSACHUSETTS" Sheet 1 of 1, prepared by WSP, 166 Valley Street, Building 5, Providence, Rhode Island 02909 and dated March 2022 (the "Plan"), a copy of which is attached hereto as Exhibit A; and

b) temporary easement interests and rights for erosion and sediment control (including straw wattles, silt curtains, dewatering basins and bypass pipes, as needed), in, over, across and upon and under a portion of the Property, owned by Owner under the deed referenced above, consisting of approximately five hundred forty-nine (549) square feet, and shown as "Easement TE-1" on said Plan,

said Order of Taking being recorded with the Registry, pursuant to G.L. c.79, §7A, hereby waive, release and forever discharge the Town, its successors and assigns, from all debt, demands, actions, reckonings, bonds, covenants, contracts, agreements, promises, damages, and liabilities and any and all other claims of every kind, nature and description whatsoever, both in Law and Equity, from or in consequence of said taking, consent to said taking, and waive an appraisal of damages for said taking.

SIGNATURES ON FOLLOWING PAGE

EXECUTED UNDER SEAL this _____ day of _____, 2022.

Franja Lewis Sanders

Exhibit A

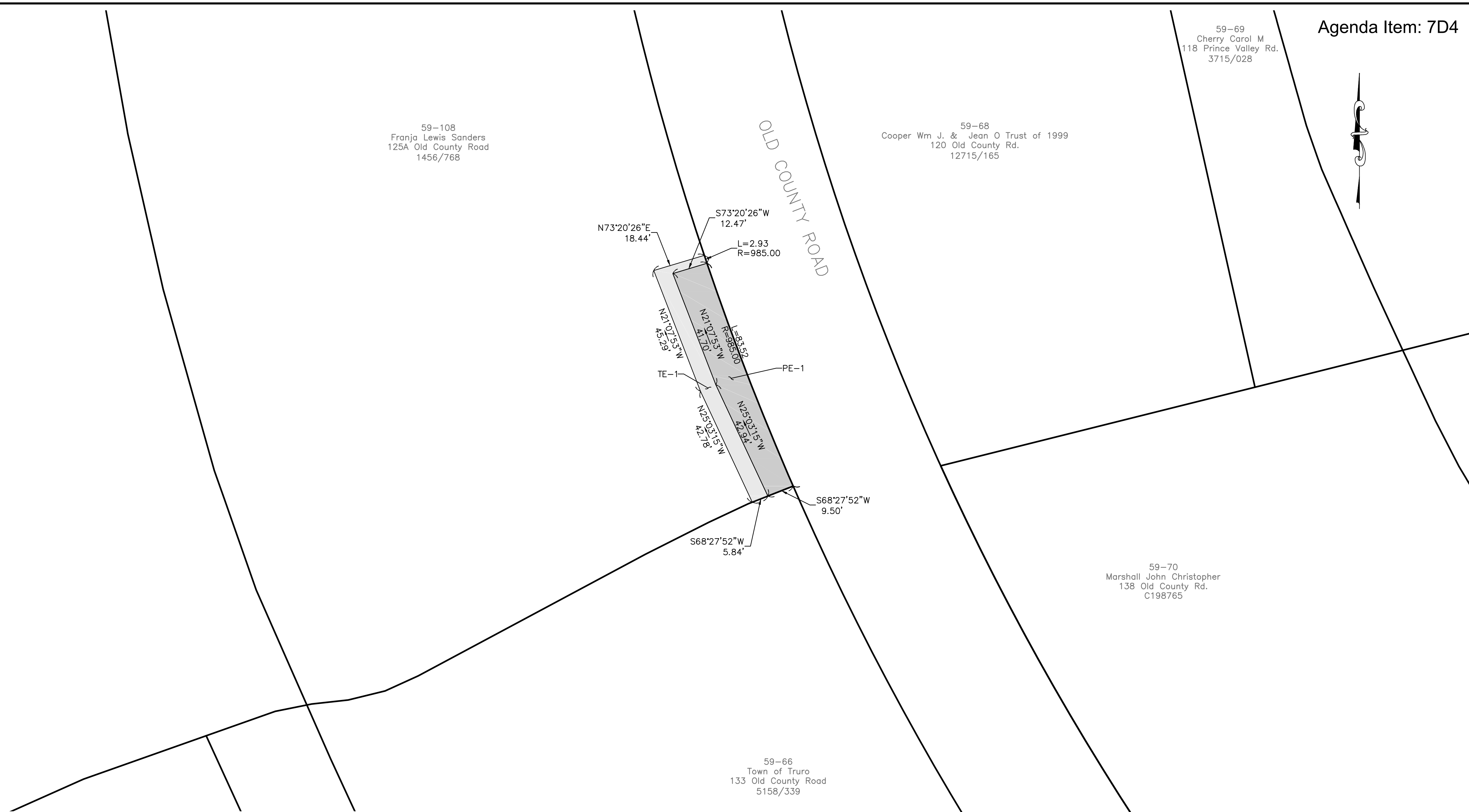
59-69
Cherry Carol M
118 Prince Valley Rd.
3715/028

59-68
Cooper Wm J. & Jean O Trust of 1999
120 Old County Rd.
12715/165

59-108
Franja Lewis Sanders
125A Old County Road
1456/768

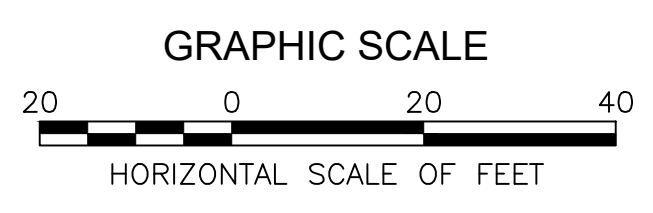
59-70
Marshall John Christopher
138 Old County Rd.
C198765

59-66
Town of Truro
133 Old County Road
5158/339



- NOTES;
1. PE = PERMANENT EASEMENT
2. TE = TEMPORARY EASEMENT

PARCEL TABLE		
EASEMENT #	OWNER	AREA
PE-1	SANDERS	933 s.f.
TE-1	SANDERS	549 s.f.



LEGEND

PROPERTY LINE

PERMANENT EASEMENT AREA

TEMPORARY EASEMENT AREA

NOT FOR CONSTRUCTION

3/15/2022 3:43:02 PM - ZELL, JARRETT - C:\bms\2\user\jarrett\0109945\PROPERTY IMPACT EASEMENTS.dwg

MARK	REVISION DESCRIPTION	BY	APP.	DATE

166 Valley Street, Building 5
Providence | RI | 02909
phone 401.521.5980 | wsp.com

Town of Truro

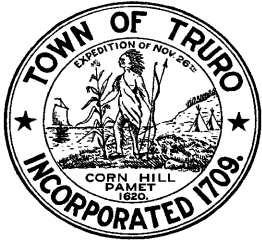
24 Town Hall Road
P.O. Box 2030
Truro, Massachusetts 02666
508-349-7004

DRAWN BY	JZ
DESIGN BY	JZ
CHECK BY	CC
PROJ MGR	CC

HERRING RIVER RESTORATION PROJECT
ENGINEERING DESIGN TO ELEVATE LOW-LYING ROADWAYS AND REPLACE ASSOCIATED CULVERTS
WELLFLEET AND TRURO, MASSACHUSETTS

PERMANENT AND TEMPORARY EASEMENT PLAN

DRAWING NO.	_____
PROJECT NO.	2004341
FED AID NO.	_____
DATE:	MARCH 2022
SHEET NO.	1 OF 1



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Attorney Katherine Klein of KP Law; Darrin Tangeman, Town Manager and Jon Nahas, Principal Assessor

REQUESTED MEETING DATE: November 9, 2022

ITEM: Discussion on Potential Land Swap Related to Affected National Seashore Property by Herring River Restoration Project

EXPLANATION: As part of the Herring River Restoration Project, Truro will need to determine if it will mitigate/compensate for the .2 acres of National Seashore property on Old County Road in Truro affected by the project. Truro will need to advise the Town of Wellfleet and the Friends of Herring River as to whether Truro will offer a land swap to the National Seashore in exchange for the .2 acres of National Seashore property. Once determined, an Intermunicipal Agreement can be completed between Wellfleet and Truro.

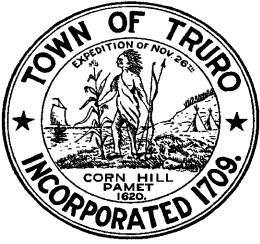
Principal Assessor Jon Nahas and Town Manager Darrin Tangeman have reviewed Town-owned properties and will provide recommended parcels for the proposed land swap for the Board to consider.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: There will not be a mitigation plan to address the affected National Seashore property.

SUGGESTED ACTION: *Motion to offer {insert parcel number here} to the National Seashore in exchange for the .2 acres of National Seashore property on Old County Road in Truro affected by the Herring River Project; instruct the Town Manager to work with the Cape Cod National Seashore and Town Counsel to prepare required documents related to this land exchange; and to notify the Town of Wellfleet and the Friends of Herring River of the proposed land swap so that the Intermunicipal Agreement can be completed.*

ATTACHMENTS: None.



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Darrin Tangeman, Town Manager

REQUESTED MEETING DATE: November 9, 2022

ITEM: Budget Discussion for Multi-Member Bodies

EXPLANATION: The budget guidance voted by the Select Board was sent to all department heads so that budget preparations may begin. Policy guidance is needed from the Select Board to determine which of the approximately thirty-five multi-member bodies for the Town should be receiving budget templates and how to plan for budget requests for the various multi-member bodies.

Currently, some multi-member bodies submit annual budget requests, other submit financial warrant articles for specific funding initiatives and others do not make requests during the budget process but make requests during the fiscal year. Policy guidance that provides clarity on the process and manages the needs of the multi-member bodies, within the confines of the omnibus budget, is critical.

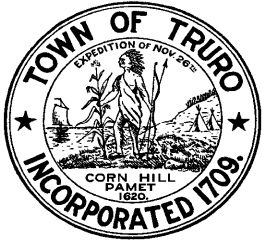
This agenda item is intended to be the start of the conversation so that the Board can identify funding priorities and budget procedures that could be crafted into policy guidance to be voted on at a subsequent meeting.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: There will continue to be uncertainty in the budget development process and fiscal planning related to multi-member bodies.

SUGGESTED ACTION: None. Discussion only.

ATTACHMENTS: None



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Susan Areson, Select Board Member

REQUESTED MEETING DATE: November 9, 2022

ITEM: Discussion and Possible Adoption 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 drafted and presented a Civility Pledge at a previous meeting. The Board would require appointed boards, committees and commissions to read the Pledge at the beginning of their meetings. The Board would also request that other elected boards in Truro adopt the Pledge as well. Based on feedback from the Select Board, Member Areson has made some amendments to the Pledge for the Board's consideration.

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: The Board will not have developed a Civility Pledge in accordance with Objective 19 of the FY2023 Select Board Goals and Objectives.

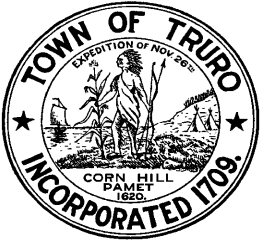
SUGGESTED ACTION: *Motion to adopt the Civility Pledge and require that Town of Truro Select Board-appointed Boards, Committees and Commissions adopt the Pledge and read it at the start of all of their meetings and hearings effective immediately; and to submit the Civility Pledge to all other boards 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. Draft Civility Pledge

Agenda Item: 7G1

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 decorum, honesty and a spirit of cooperation. We want everyone to express their views—while maintaining civility and mutual respect. We encourage all participants to listen and seek to understand the views of others, even those with differing opinions. We aim to hold each other accountable but will do so courteously.



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: November 9, 2022

ITEM: Applications for Entertainment Licenses at Truro Vineyards, located at 11 Shore Rd

EXPLANATION: MGL Chapter 140 § 181 provides local authority to license Special One-Day Entertainment licenses. The Police Chief has reviewed and approved each event.

- 1) Friday November 25th and Saturday November 26th-11am-5pm-Amplified
- 2) Sunday, December 11th-4pm-6pm-Amplified

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: These events will not be held at the Truro Vineyards.

SUGGESTED ACTION: *MOTION TO approve the entertainment license for three separate dates (November 25th, 26th and December 11th) for Truro Vineyards and to authorize the Chair to sign the applications.*

ATTACHMENTS:

1. Applications for Weekday Entertainment License approved by Chief of Police



TOWN OF TRURO

Licensing Department

PO Box 2030, Truro, MA 02666

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

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

RCVD 2022OCT27 PM 6:21
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

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

Contact Person

Phone Number

Email

INDIVIDUAL APPLICANT INFORMATION

Individual's Name

Mailing Address

Phone Number

Email Address

EVENT INFORMATION

Sunday December 11th

G Love Holiday Concert

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

Purpose of Event (example: fundraiser)

Hours of Event (from - to) 4-6

11 Shore Road North Truro, MA 02652

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

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

Kristen Roberts

Property Owner Name and Address

Phone number

Seating Capacity: _____

Occupancy Number: _____

Name of Caterer (if applicable)

Approximate number of people attending 200

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

Will an admission fee be collected? Yes No

Will there be a One Day Alcohol License Yes No

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

Will there be Police Traffic Control? Yes No

ENTERTAINMENT INFORMATION

Type of Entertainment: Please check the appropriate boxes.

Dancing: By Patron By Entertainers No Dancing

Music: Recorded Juke Box Live No Music

Number of Musicians & Instruments (Type) _____

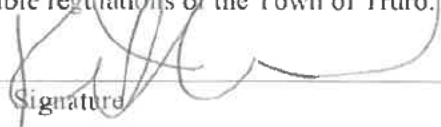
Amplified System: Yes No

Shows: Theater Movies Floor Show Light Show
 No Show

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

Applicant's Signature

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


Signature

10/27/22
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 10/28/2022

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

THE COMMONWEALTH OF MASSACHUSETTS

Town OF Truro



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

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
12/11/21	4-6	0 Love Holiday concert

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

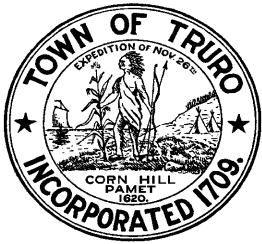
Fees per occurrence (Individual Sunday(s)): Regular Hours (Sunday 1:00pm – Midnight): \$2.00 Special Hours (Sunday 12:00 am- Midnight): \$5.00. Annual Fee (For Operating on every Sunday in calendar year): Regular Hours (Sunday 1:00pm – Midnight): \$50.00 Special Hours (Sunday 12:00 am- Midnight): \$100.00

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: DPW

REQUESTOR: Jarrod Cabral, DPW Director

REQUESTED MEETING DATE: November 9, 2022

ITEM: DPW Surplus

EXPLANATION: The following equipment is beyond economical repair:
1994 - 490E John Deere Excavator which has 14,000 hours. The excavator was inspected by John Deere and the repairs are estimated to be in the \$50,000 range or more to restore the machine. Market value for the machine is \$20,000 (trade in value)

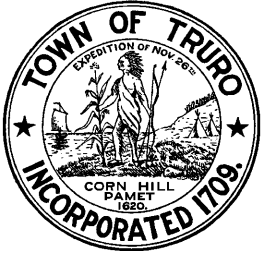
FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: N/A

SUGGESTED ACTION: *MOTION TO authorize the Town Manager to surplus the John Deere Excavator and to dispose of said item pursuant to section H paragraph 3 & 4 in Select Board Policy #67.*

ATTACHMENTS:

1. Policy #67



TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

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

SELECT BOARD POLICY MEMORANDUM #67

Date: Adopted May 17, 2022, rev 9/13/2022

** This policy was revised at the September 13, 2022 Select Board meeting solely to reflect the titles used in the Town Charter for the Town Manager and Select Board and to modify language to be gender neutral. No changes were made to the content of the Policy at that meeting.*

Subject: **SURPLUS POLICY**

Disposal of Surplus Supplies

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

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

- B. All department heads must provide written notice to the Town Manager of any surplus supplies. The Town Manager shall determine how and where such surplus supply is to be stored pending disposal or other disposition by the Town and shall inform the department head of such determination.
1. In the case of surplus property owned by the School Department, including obsolete educational materials, the Superintendent or their designee shall submit a list of surplus materials to the School Committee and the Town Manager annually for their review. The School Committee shall determine if the identified property is valued at \$10,000.00 or greater, in which case the property must be disposed of as surplus in conformance with the procedures of General Laws Chapter 30B, Section 15. If the School property is valued at less than \$10,000.00, the School Committee shall ensure the property is disposed of as provided herein.

- C. The Town Manager shall solicit interest in the surplus property from all other departments of the

Town to determine if there is an alternate use of it. In the event any the property can be used by any other department, and the Town Manager determines that such alternate use is in the best interests of the Town, the Town Manager may make such property available for use by that department.

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

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

5. In the case of vehicles or equipment, the Town Manager may authorize the use of the vehicle for 'trade in' value toward its replacement. All payments should be made either by check payable to the Town of Truro or by verification that the agreed upon trade-in value has been credited towards the purchase of replacement vehicle or equipment. The Town Manager will sign a Bill of Sale or Purchase Order after confirmation of payment or verification of agreed upon credit for trade value and prior to the successful bidder/purchaser taking possession of the surplus item.
6. With respect to surplus public safety equipment, the police and fire Chiefs will provide written notice to the Town Manager that disposal of same comports with this policy and other applicable law.
7. If the Town does not receive a bid or offer to purchase the surplus property pursuant to any of the above-referenced methods, the Town Manager may dispose of the property as waste, or in any other manner consistent with law.

Kristen Reed

Kristen Reed, Chair

John K. Dundas

John Dundas, Clerk

Robert Weinstein

Robert Weinstein, Vice-Chair

Susan Areson

Susan Areson

Stephanie Rein

Stephanie Rein
Select Board-Town of Truro



TOWN OF TRURO

SELECT BOARD

Meeting Minutes

May 17, 2022 – 6:00 pm

REMOTE SELECT BOARD MEETING

Via GoToMeeting Platform

Members Present (Quorum): Kristen Reed (Chair); Robert Weinstein (Vice Chair); John Dundas (Clerk); Sue Areson; Stephanie Rein

Members Absent:

Other Participants: Darrin Tangeman – Town Manager; Kelly Sullivan Clark – Assistant Town Manager; Alex Lessin – Finance Director/Treasurer/Collector of Taxes; Chief Jamie Calise – Truro Police Chief; Tim Collins – Fire and Rescue Chief

The remote meeting convened at 6:01 pm, Tuesday, May 17, 2022, by Select Board Chair Weinstein who announced that this was a remote meeting which is being broadcast live on Truro TV Channel 18 and is being recorded. Chair Weinstein also provided information as to how the public may call into the meeting or provide written comment.

Chair Weinstein introduced the Members of the Select Board and Town staff present.

Public Comment

Chair Weinstein opened the public comment portion of the meeting to the members of the public and Chair Weinstein recognized the following individuals:

Jan Worthington, a Truro resident, commented about the need for firefighter/paramedics in Truro and inquired as to what the staffing plan will be once Lower Cape Ambulance Association (LCAA) no longer exists in 2023.

Susan Howe, a Truro resident, commented that she hoped that Town leadership would understand the need for a fulltime Director for the Council on Aging.

Anne Greenbaum, a Truro resident, and Chair of the Planning Board, commented on behalf of the Planning Board to reiterate the invitation to reset the working relationship with the Select Board.

Public Hearings

None

Introduction to New Employees

None

Board/Committee/Commission Appointments

Interview and Appoint: Lindsey White – Recreation Advisory Committee

Chair Weinstein welcomed Ms. White and Ms. White introduced herself. Ms. White provided her professional background experience and her purpose to serve on the Recreation Advisory Committee. Members stated their support for Ms. White's appointment.

Member Rein made a motion to appoint Ms. White to the Recreation Advisory Committee for a 2-year term expiring on June 30, 2024.

Member Areson seconded the motion.

So voted, 5-0, motion carries.

Staff/Committee Updates

Town Manager Update: Vacancies on Boards/Committees

Town Manager Tangeman provided a recommendation as to get incumbents serving on Boards/Committees more engaged and to obtain their paperwork in advance of the expiration of their terms. Town Manager Tangeman added that expiring positions will be posted publicly so interested individuals may apply. Several Members commented on the need to schedule a work session so the Board/Committee appointment process may be discussed. Several members of the public also offered comments as to how to make the appointment process more welcoming and inclusive. Chair Weinstein said the Members will schedule a work session to further discuss.

Tabled Items

None

Select Board Action

A. Election of Select Board Officers (Chair, Vice-Chair and Clerk); Presenter: Bob Weinstein, Chair

Chair Weinstein thanked everyone for their support but stated that he had made the decision not to be considered for Chair of the Select Board. Chair Weinstein announced his support and nomination for Vice Chair Reed to serve as Chair. Several of the Members stated their support as well as their opposition to Chair Weinstein's nominee. Members then discussed the necessity for the Select Board to be more inclusive to reduce the divisiveness that exists in Truro as well as treat everyone with courtesy, civility, and respect. Members collectively agreed that the Select Board must exude better leadership and be a governing body that sets the example for the entire community. Several members of the community expressed their concerns about several Members of the Select Board.

**Chair Weinstein made a motion to appoint Vice Chair Reed as Chair of the Select Board.
Member Rein seconded the motion.
So voted, 3-2, the motion carries.**

**Chair Reed nominated Member Weinstein to serve as the Vice Chair of the Select Board.
Member Rein seconded the motion.
So voted, 3-2, the motion carries.**

**Vice Chair Weinstein nominated Member Dundas to as serve as Clerk of the Select Board.
Member Areson seconded the motion.
So voted, 5-0, motion carries.**

B. Review and Approve Select Board Liaison List; Presenter: Chair, Select Board

Chair Reed suggested that due to the late start of tonight's meeting that the Members only discuss the liaison roles which they wish to relinquish or switch with another Member. A brief discussion occurred, and Members agreed to voluntarily retain the liaison roles which they currently hold. A brief review of the List of Liaison Assignments occurred, led by Chair Reed, and there were several Members who replaced other Members in specific liaison roles to help another Member.

**Member Rein made a motion to approve the revised List of Liaison Assignments.
Vice Chair Weinstein seconded the motion.
So voted, 5-0, motion carries.**

C. Proposal for Goals & Objectives Process; Presenter: Chair, Select Board

Chair Reed suggested that the goals and objectives not achieved last year be retained for this year. Members briefly discussed the process for goals and objectives to include a more detailed discussion that would occur at a work session on June 21, 2022.

**Vice Chair Weinstein made a motion to hold a Select Board work session for June 21st to finalize the draft of Select Board FY2023 goals and objectives in advance of a public hearing.
Member Rein seconded the motion.
So voted, 5-0, motion carries.**

D. Review and Adopt Select Board Policy 67: Surplus Policy; Presenter: Alex Lessin, Finance Director/Treasurer/Collector of Taxes

Finance Director Lessin provided a review to the Members as this policy is a requirement under Massachusetts General Law in addressing tangible supplies and rolling stock vehicles less than \$10,000 in value. Members discussed the policy and Town Manager Tangeman confirmed that Town Planner/Land Use Counsel Barbara Carboni, Police Chief Jamie Calise, and Town staff (to include Truro Central School) had also vetted this policy as it is a "best practice."

**Vice Chair Weinstein made a motion to adopt an electronically signed Select Board Policy 67: Surplus Policy.
Member Dundas seconded the motion.
So voted, 5-0, motion carries.**

E. Request to Declare Police Vehicle as Surplus; Presenter: Jamie Calise; Police Chief

Chief Calise presented a request to declare a police vehicle, a 2017 Dodge Durango, as surplus. A brief discussion ensued among Members and Chief Calise regarding the scheduling of replacement vehicles and the impact of supply chain delays due to the global pandemic.

Member Rein made a motion to declare the police department's 2017 Dodge Durango (#735) be declared as surplus and authorize the Town Manager to dispose of the vehicle in accordance with Select Board Policy 67: Surplus Policy.

Member Dundas seconded the motion.

So voted, 5-0, motion carries.

F. Letter to Holtec International Regarding Pilgrim Nuclear Power Station Decommissioning; Presenter: Stephanie Rein, Select Board

Member Rein read aloud the letter written in opposition to any release of radioactive water into Cape Cod Bay as part of the decommissioning plan of the Pilgrim Nuclear Power Station (PNPS) that was shut down permanently on May 31, 2019. Members thanked Member Rein for her efforts in the preparation of the letter.

Vice Chair Weinstein made a motion to approve the Letter to Holtec International regarding its plan to release radioactive water into Cape Cod Bay as part of the PNPS' decommissioning plan.

Member Dundas seconded the motion.

So voted, 5-0, the motion carries.

G. Select Board Approval of Burn Permit Fees; Presenter: Tim Collins, Fire & Rescue Chief

Chief Collins provided background information and the factors considered in recommending a \$25 burn permit fee. Response costs to nuisance fires and the cost of additional overtime for personnel over the last year were the deciding factors to implement the \$25 burn permit fee. This will be an online process. Members supported Chief Collins in his efforts as it may result in nearly \$7,000 of additional revenue for the Town. Chief Collins added that this would be an annual one-time fee for the open burning season that runs from January 15 – May 1.

Member Rein made a motion to approve the \$25 burn permit fee.

Member Dundas seconded the motion.

So voted, 5-0, motion carries.

H. Jams Market – New Transient Vendor and Common Victualer License; Presenter: Scott Cloud, Owner/Manager

Chair Reed recused herself from this license consideration and Vice Chair Weinstein led the discussion. Vice Chair Weinstein noted that Mr. Cloud's paperwork was in order, and he was supportive of the license approval. Assistant Town Manager Clark confirmed that the paperwork was in order and all fees were collected.

Member Dundas made a motion to approve the 2022 New Transient Vendor and Common Victualer License for Jams, Inc. upon compliance and collection of all associated fees.

Member Rein seconded the motion.

So voted, 4-0, motion carries.

Consent Agenda

Chair Reed rejoined the meeting and recognized Member Rein who announced that she would recuse herself from the Truro Educational Farmers Market and High Dunes Craft Cooperative actions. Member Rein also noted that she was not in attendance at the work session on 3/18/22 so she will not vote on those minutes.

Chair Reed recognized Member Dundas who said that he did not attend the regular meeting on 3/29/22 in its entirety so he would not vote on those minutes.

A. Review/Approve and Authorize Signature:

Application for Entertainment License: 20 Summers at Truro Vineyards

Event Notification Form for MassDOT – New England Endurance Events

Application for Entertainment License: Truro Educational Farmers Market

Application for Entertainment License: Payomet, Inc.

Host Community Agreement Extension for High Dunes Craft Cooperative

B. Review and Approve Appointment Renewals:

None

C. Review and Approve 2022 Seasonal Business Licenses:

Hillside Farmstand and Accent on Design – Transient Vendor

Blackfish Restaurant – Common Victualer

D. Review and Approve Select Board Minutes

3/8/22 Regular Meeting Minutes

3/18/22 Work Session Minutes

3/29/22 Regular Meeting Minutes

Member Dundas made a motion to approve the consent agenda as printed with the noted recusals and the noted minute edits.

Member Rein seconded the motion.

So voted, 5-0, motion carries.

Select Board Reports/Comments

Member Rein said that she wanted to encourage the public to visit Puma Park and use the newly installed multi-generational equipment. Member Rein thanked the DPW staff for its efforts. Member Rein also thanked the Town staff for their hard work during the Town meeting as they made everyone as comfortable as possible in cold temperatures and strong winds.

Member Areson said that the Local Comprehensive Planning Committee (LCPC) is working on several upcoming events to obtain community input. There will be several outreach events/community forums starting during the 2nd to 3rd week of June 2022 to start this process.

Member Dundas announced that the Provincetown Water & Sewer Board met this past week and is scheduling a joint meeting with the Provincetown and Truro Select Boards in the fall. The topic will be how to recycle all the treated water back into Truro in a more efficient way. Member Dundas thanked the Law Enforcement Safety Office (LESO) for their quick actions yesterday responding to a medical emergency at a neighbor's home. According to the neighbor's doctor and nurse, the LESO's response time saved this individual's life. The teams work hard and train hard to serve the community.

Vice Chair Weinstein commented on the civility and public behavior that was mentioned earlier in tonight's meeting. On a positive note, Vice Chair Weinstein thanked the Town's staff for their hard work in the preparation and execution of the Town meeting. Vice Chair Weinstein said that he was appalled at the booing directed towards the district's state representative and that he was alarmed at the "fake news" that appeared in the Provincetown Banner regarding the issues surrounding the Cloverleaf Project.

Chair Reed reiterated all the positive comments regarding Town meeting and expressed gratefulness for the Town staff. Chair Reed thanked all who ran for elected office in Truro and voted in the elections.

Town Manager Report

Town Manager Tangeman covered the following items: the Lower Cape Ambulance Association (LCAA) ceasing operations on July 1, 2023, and the process for the way forward to ensure a deliberate transition; his commitment to fill the vacancy at the Council of Aging (COA) and noted that he will provide an update at a later meeting; and finally, the Summer Recreation Program issues and noted that he will provide an update at the next meeting. Town Manager Tangeman reviewed the agenda for the next Select Board meeting with input from the Members.

Vice Chair Weinstein made a motion to adjourn at 8:26 pm.

Member Dundas seconded the motion.

Chair Reed adjourned the meeting without a roll call vote.

Respectfully submitted,



Alexander O. Powers
Board/Committee/Commission Support Staff

September 27, 2022, Meeting

Via GoToMeeting Platform

Select Board Members 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, Emily Beebe-Health & Conservation Agent, Tracey Rose-Board of Health Chair, Paul Wisotzky-Walsh Property Community Planning Committee Co-Chair, Fred Gaechter-Walsh Property Community Planning Committee Co-Chair, Katy Ward-Truro Communications and Marketing Coordinator, Scott Horsley-Water Resource Consultant, Jill Talladay-Director of CARE for the Cape & Islands' Take Care Campaign

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

PUBLIC COMMENT

None

PUBLIC HEARINGS

None

INTRODUCTION TO NEW EMPLOYEES

None

BOARD/COMMITTEE/COMMISSION APPOINTMENTS

Chair Reed suggested that the Members conduct the interviews for the candidates for appointment to the Walsh Property Community Planning Committee, followed by a discussion on the agenda item pertaining to the Walsh Property Community Planning Committee's number of appointees and then vote on the appointment(s) if necessary. Members were in unanimous agreement with Chair Reed's suggestion.

Chair Reed introduced Jeffrey Fischer as a candidate for appointment to the Walsh Property Community Planning Committee and Mr. Fischer provided his background and motivation to serve. The interview was then conducted.

Chair Reed introduced Raphael Richter as a candidate for appointment to the Walsh Property Community Planning Committee (WPCPC) and Mr. Richter provided his background and motivation to serve. The interview was then conducted.

Once the interviews were completed, the Members deliberated on the charge of the WPCPC and discussed the pros associated with reducing the WPCPC from 15 members to 13 members so a quorum would be easier to achieve for future scheduled meetings. Members, the co-chairs of the WPCPC, and Town Manager Tangeman discussed the necessity of either 1 or 2 alternate members.

Chair Reed recognized individual members of the WPCPC who wished to express their opinions about the appointment of alternate members and Chair Reed commented that 2 current members of the WPCPC didn't seek an additional appointment.

Chair Reed made a motion to revise the WPCPC's charge to reduce the WPCPC membership from 15 voting members to 13 voting members and 2 alternate members.

Member Rein seconded the motion.

Roll Call Vote:

Vice Chair Weinstein - Aye

Member Dundas - Aye

Member Areson - Nay

Member Rein - Aye

Chair Reed - Aye

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

Chair Reed led the discussion on the WPCPC's process on selecting alternate members and the number of alternate members.

Member Areson made a motion to appoint Mr. Fischer as the 1st alternate member and Mr. Richter as the 2nd alternate to the WPCPC for 1-year appointments which expire on October 13, 2023.

Member Dundas seconded the motion.

Roll Call Vote:

Vice Chair Weinstein - Aye

Member Dundas - Aye

Member Areson - Aye

Member Rein - Aye

Chair Reed - Aye

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

Chair Reed thanked the current WPCPC members and congratulated Mr. Fischer and Mr. Richter.

STAFF/COMMITTEE UPDATES

DPW Director Cabral provided an update on the Eagle Neck Creek project and reported that the corner posts shifted after the initial install. The change order that must now be submitted to rectify this situation was submitted to the USDA and the USDA will fund a large part of the change order. The total cost for the change order is \$170,000 and Truro's portion is \$42,500. The subcontractors for the guardrails and final paving will be rescheduled as soon as possible.

DPW Director Cabral provided additional brief updates on the projects of Little Pamet, Mill Pond, and the Truro Center Road culvert.

Truro has made it through the first round of evaluations for a federal grant, from NOAA, to address the issues affecting the Pamet River System. DPW Director Cabral expects an update from NOAA by April 2023.

SELECT BOARD ACTION

Chair Reed introduced and recognized Ms. Talladay who presented the “Take Care Cape Cod Campaign”. Ms. Talladay provided background for the creation of the organization Take Care Cape Cod (www.takecarecapcod.org) to help educate visitors and year-round residents about how all can join to preserve precious Cape Cod. Chair Reed and Members thanked Ms. Talladay for her presentation.

Chair Reed recognized Mr. Horsley and Health & Conservation Agent Beebe who presented and led the discussion on planning for the Walsh Property with an eye toward net water quality improvement. Mr. Horsley stated that he is also a consultant to the Town of Wellfleet on water quality challenges around Wellfleet Harbor and Duck Creek. Mr. Horsley suggested that the parcel lot is near the Truro Central School and is within Zone 2 area so a cluster neighborhood solution would be a benefit. Health & Conservation Agent Beebe commented that she agreed with the comments made by Mr. Horsley and had nothing else to add. Chair Reed said that Mr. Horsley’s presentation be made available on the Town website so interested residents may read it.

Chair Reed recognized Member Areson who reviewed with Members, Town Manager Tangeman, and Assistant Town Manager Clark the Select Board appointment policy, eligibility requirements, and noted suggested recommendations by other Members. Members thanked Member Areson for her hard work on this policy. Chair Reed suggested that the policy should include standardized questions to provide clarity.

Member Areson made a motion that the Select Board approve the revised Select Board policy #13 on appointments and electronically sign along with Chair Reed and Member Areson’s amendments. Member Dundas seconded the motion.

Roll Call Vote:

Vice Chair Weinstein - Aye

Member Dundas - Aye

Member Areson - Aye

Member Rein - Aye

Chair Reed - Aye

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

CONSENT AGENDA

A. Review/Approve and Authorize Signature: None

B. Review and Approve Appointment Renewals:

1. Braun, Russell-Walsh Property Community Planning Committee
2. Breslin, Eileen-Walsh Property Community Planning Committee
3. Clark, Morgan-Walsh Property Community Planning Committee
4. Gaechter, Fred-Walsh Property Community Planning Committee
5. Gallo, Betty-Walsh Property Community Planning Committee
6. Howe, Susan-Walsh Property Community Planning Committee
7. Lea, Jane-Walsh Property Community Planning Committee

8. Markowski, Christine-Walsh Property Community Planning Committee
9. Milan, Craig-Walsh Property Community Planning Committee
10. Oxtoby, Kenneth-Walsh Property Community Planning Committee
11. Rein Bosworth, Violet-Walsh Property Community Planning Committee (Student Liaison)
12. Schwebel, Robert-Walsh Property Community Planning Committee
13. Wisotzky, Paul-Walsh Property Community Planning Committee
14. Wynne, Steven-Walsh Property Community Planning Committee

C. Review and Approve 2022 Seasonal Business License: None

D. Review and Approve Select Board Minutes: September 23, 2021; June 28, 2022; July 12, 2022

Member Dundas made a motion to accept the consent agenda as included in tonight's packet.

Member Rein seconded the motion.

Roll Call Vote:

Vice Chair 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

Vice Chair Weinstein had nothing to report but commented on increased potential pollutants from water birds, especially during the fall season, in the Pamet Harbor. Vice Chair Weinstein suggested that a meeting with Town Harbormaster Anthony Jackett and the Pamet Harbor Commission might be appropriate to discuss remediation of this issue. Vice Chair Weinstein added that the success of the clamming season is dependent upon the quality of the water.

Member Dundas thanked the all the participants in the "Truro Treasures" weekend. Member Dundas said that he had attended last week's meeting of the Cable and Internet Advisory Committee and reported that the members are concerned about safety regarding 5-G cellular and WiFi coverage in remote areas of Truro during emergencies.

Member Areson reported that the Local Comprehensive Planning Committee (LCPC) will hold a public community forum on Saturday, October 15th, from 10am-12pm. Bagels and childcare will be provided, and all are invited. Member Areson congratulated the Community Preservation Committee (CPC) for holding a public meeting to explain how to apply for grant money despite the inclement weather. Only three people attended but people are encouraged to visit the CPC website to learn about available grant money and application deadlines. Member Areson stated that the Pamet Harbor Commission is exploring ways to deal with coastal erosion near the north jetty. Member Areson thanked Bruce Boleyn for his many years of service to the Town after his recent resignation from the Planning Board. Member Areson stated that she would like to add to an agenda a discussion to create and present an award, honoring the late Fred Todd, to a committee member at the Annual Town Meeting for his or her exemplary service.

Member Rein reminded everyone that animals are on the move and to slow down during this season.

Chair Reed reported that she, Member Areson, Town Manager Tangeman, Town Planner/Land Use Counsel Carboni, and Finance Committee Chair Bob Panessiti had met with a member of the Massachusetts Cultural Council regarding the creation of a Cultural District. A member of the Massachusetts Cultural Council will be coming to Truro soon for an in-person meeting. Chair Reed thanked Assistant Town Manager Kelly and Town staff for the preparation of tonight's packet.

TOWN MANAGER REPORT

Town Manager Tangeman said that the Truro Childcare Voucher Program is now open for registration and briefly stated the eligibility criteria. More information is available, along with the application, on the Town website.

NEXT MEETING AGENDA

Town Manager Tangeman provided an overview of the agenda for the next meeting on October 11th: two new police department employees, the DPW facility project, the regional transit discussion, the budget guidance letter, the goals and objectives report due on October 5th, and the creation of a community service award (named after the late Fred Todd) and awarded to an exemplary member at the Annual Town Meeting.

Member Dundas made a motion to adjourn at 7:46 pm.

Vice Chair Weinstein seconded the motion.

Roll Call Vote:

Vice Chair Weinstein - Aye

Member Dundas - Aye

Member Areson - Aye

Member Rein - Aye

Chair Reed - Aye

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

Respectfully submitted,



Alexander O. Powers

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

Public Records Material Attachments

Legal Notice

Application to Serve

Walsh Property Community Planning Committee Blank Application Form

Walsh Property Community Planning Committee Co-Chair Comments

Take Care Cape Cod Presentation

Walsh Property Community Planning Committee Charge

Draft Revised Walsh Property Community Planning Committee Charge
Select Board Policy #13: Appointment Policy
Draft Revised Select Board Policy #13: Appointment Policy
Memorandum from Scott Horsley 9-15-2022
Report from Thomas Cambareri
Report from Tighe & Bond 1-5-2022
Applications to Serve
Letter from Co-Chairs

DRAFT