



## Truro Select Board Remote Meeting

Tuesday, November 15, 2022

Remote Meeting via GoToMeeting

Executive Session-3:45pm

Regular Meeting-5:00pm

### EXECUTIVE SESSION

<https://meet.goto.com/846669389>

1 866 899 4679 Access Code: 846-669-389

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) 2, to conduct strategy sessions in preparation for negotiations with nonunion personnel (Town Manager); and*
- 2. in accordance with the provisions of Massachusetts General Law, Chapter 30A, §21 (a) 7 to comply with, or act under the authority of, any general or special law (Massachusetts General Law, Chapter 30A, §22 (f)(g)(Open Meeting Law), specifically, to review and approve and determine whether continued nondisclosure of the following executive session meeting minutes is warranted: October 11, 2022, November 9, 2022; and not to reconvene in open session.*

### REGULAR MEETING

<https://meet.goto.com/324724509>

1-866-899-4679 Access Code: 324-724-509

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: 324-724-509 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/324724509> Please note that there may be a slight delay (15-30 seconds) between the meeting and the live-stream (and television broadcast). If you are watching the meeting and calling in, please lower the volume on your computer or television during public comment so that you may be heard clearly. We ask that you identify yourself when calling in to help us manage multiple callers effectively.

- 1. PUBLIC COMMENT**
- 2. PUBLIC HEARINGS – NONE**
- 3. INTRODUCTION TO NEW EMPLOYEES – NONE**
- 4. BOARD/COMMITTEE/COMMISSION APPOINTMENTS – NONE**
- 5. STAFF/ COMMITTEE UPDATES – NONE**

TOWN OF TRURO  
2:56 PM

NOV 10 2022

RECEIVED  
TOWN CLERK  
NS

6. TABLED ITEMS – NONE

7. **SELECT BOARD ACTION**

- A. Presentation on Results of *Port to Port: Profiles and Analysis of the Massachusetts Commercial Fishery*  
Presenter: Doreen Leggett, Community Journalist and Communications Officer of Cape Cod Commercial Fishermen's Alliance
- B. Discuss and Potentially Adopt a Community Service Award Program  
Presenter: John Dundas, Select Board Clerk
- C. Review and Approve Allocation of Affordable Housing Trust Funds for Rental Assistance Program  
Presenter: Betty Gallo, Truro Housing Authority Member
- D. Review and Approve Request for DPW Excavator Purchase  
Presenter: Jarrod Cabral, Public Works Director

8. **CONSENT AGENDA**

- A. Review/Approve and Authorize Signature: None
- B. Review and Approve Appointment Renewals: None
- C. Review and Approve 2023 Annual Alcohol Licenses-Montano's Restaurant, Truro Vineyards, and Pamet Valley Package.
- D. Review and Approve the ABCC 2023 Renewal Certification Form for Alcohol Licenses
- E. Review and Approve Select Board Minutes: October 11, 2022

9. Select Board Reports/Comments

10. Town Manager Report

11. Next Meeting Agenda: Regular Meeting December 6, 2022

TOWN OF TRURO  
2:56pm

NOV 10 2022

RECEIVED  
TOWN CLERK

NS



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Noelle Scoullar, Executive Assistant

**REQUESTED MEETING DATE:** November 15, 2022

**ITEM:** Presentation of results of *Port by Port: Profiles and Analysis of the Massachusetts Commercial Fishery*.

**EXPLANATION:** Doreen Leggett, Community Journalist and Communications Officer of Cape Cod Commercial Fishermen's Alliance will be presenting the results of "Port by Port: Profiles and Analysis of the Massachusetts Commercial Fishery" which was compiled by the Cape Cod Commercial Fishermen's Alliance, partnered with the Massachusetts Division of Marine Fisheries and UMass Boston's Urban Harbors Institute.

The presentation will share the results of the report, the significant economic value of the commercial fisheries and Truro's individual port profile.

Harbor Master Jackett and Dan Smith, Chair of Shellfish Advisory Committee will also be in attendance.

**FINANCIAL SOURCE (IF APPLICABLE):** N/A

**IMPACT IF NOT APPROVED:** N/A

**SUGGESTED ACTION:** None-presentation only.

**ATTACHMENTS:**

1. Cape Cod Commercial Fishermen's Alliance General Intro.
2. Port Profile: Truro
3. Massachusetts Commercial Fishing Port Profiles

CAPE COD COMMERCIAL

# FISHERMEN'S ALLIANCE

**Small Boats. Big Ideas.**

Formed in 1991 by a group of fishermen, the Cape Cod Commercial Fishermen's Alliance has been working with fishermen for more than 30 years to create solutions for both a balanced ecosystem and profitable fishing communities.

Our work focuses on assessing the needs of today's fishermen with the responsibility of providing healthy oceans and strong fisheries for the next generation - a delicate and important balance.

### **Fishermen's Alliance Does This By:**

- Working towards a healthy ocean environment with sustainable fishing practices.
- Supporting the small-boat independent fishing fleet by making sure they have a voice at the local, state and federal level.
- Engaging in fishermen driven science and research to inform sensible and forward-looking fishing regulations.
- Investing in fisheries to provide opportunities for today's fishermen, and future generations, to build successful businesses.
- Connecting the community to commercial fishermen to educate consumers on the history of the industry, the current challenges they face, and to create a connection to the food on their plates.

### **Vision:**

Cape Cod Commercial Fishermen's Alliance is the voice of Cape Cod's fishing community, working to ensure our future livelihood within a balanced ocean ecosystem.

### **Mission:**

Cape Cod Commercial Fishermen's Alliance is fishermen, community members, public officials and scientists working together to build creative strategies, advocate for improved marine policies, protect the ocean ecosystem, and ensure the viability and future of Cape Cod's fisheries.

**Celebrating 30 years. Navigating 30 more.**

---

**BOARD OF DIRECTORS** Andrew Baler • Richard Banks • Charles Borkoski • Greg Connors • Beau Gribbin  
Eric Hesse • Gwen Holden Kelly • Barry LaBar • Tim Linnell • Kurt Martin • Brian Sherin

---

1566 Main Street, Chatham, MA 02633 (508) 945-2432 [info@capecodfishermen.org](mailto:info@capecodfishermen.org) [www.capecodfishermen.org](http://www.capecodfishermen.org)



# Port Profile: Truro

- 43 permitted harvesters with a Truro address
- 37 vessels with a Truro homeport
- 185 trips landing in Truro
- 33 permitted harvesters landing in town
- 10 active dealers purchasing in town
- \$\$\$ 185,524 pounds of catch with \$341,460 paid to fishermen.
- Top three species: sea scallop, striped bass and lobster





# MASSACHUSETTS COMMERCIAL FISHING PORT PROFILES



The **Massachusetts Commercial Fishing Port Profiles** were developed through a collaboration between the Massachusetts Division of Marine Fisheries, the University of Massachusetts Boston's Urban Harbors Institute, and the Cape Cod Commercial Fishermen's Alliance. Using data from commercial regional permits, the Atlantic Coastal Cooperative Statistics Program's (ACCSP) Standard Atlantic Fisheries Information System (SAFIS) Dealer Database, and harbormaster and fishermen surveys, these profiles provide an overview of the commercial fishing activity and infrastructure within each municipality. The Port Profiles are part of a larger report which describes the status of the Commonwealth's commercial fishing and port infrastructure, as well as how profile data can inform policy, programming, funding, infrastructure improvements, and other important industry-related decisions.

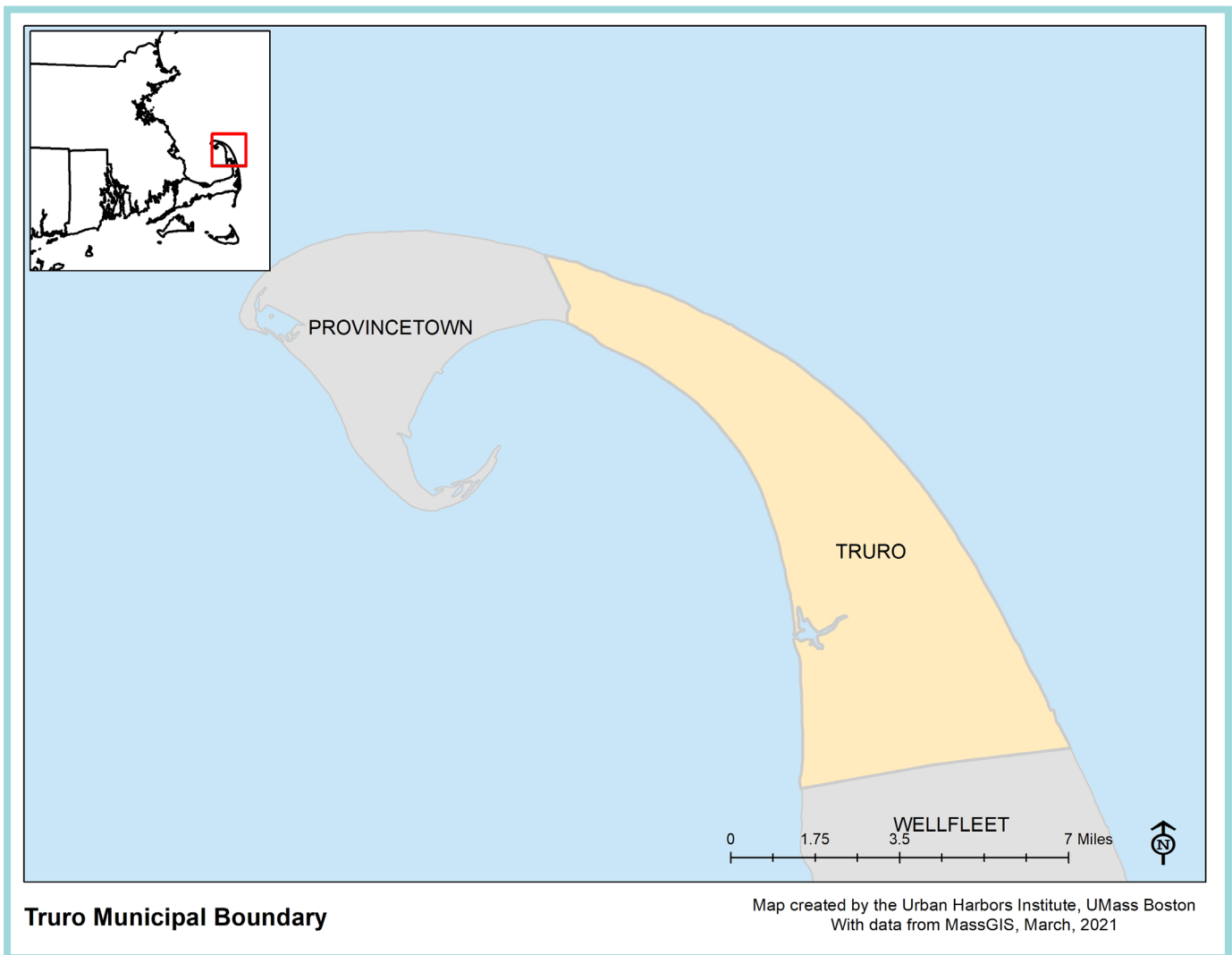
For the full report, visit the Massachusetts Division of Marine Fisheries website.



URBAN HARBORS INSTITUTE  
UNIVERSITY OF MASSACHUSETTS BOSTON







### Key Terms:

**Permitted Harvesters:** Commercially permitted harvesters residing in the municipality

**Vessels:** Commercially permitted vessels with the municipality listed as the homeport

**Trips:** Discrete commercial trips unloading fish or shellfish in this municipality

**Active Permitted Harvesters:** Commercially permitted harvesters with at least one reported transaction in a given year

**Active Dealers:** Permitted dealers with at least one reported purchase from a harvester in a given year

**Ex-Vessel Value:** Total amount (\$) paid directly to permitted harvesters by dealers at the first point of sale

# TRURO

Located on Cape Cod, Truro has one main harbor named Pamet Harbor.

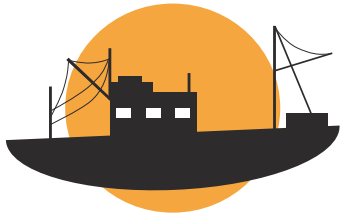
Permitted commercial fisheries, which may or may not have been active during the survey

period include:

- Lobster Pot
- For Hire/Charter
- Aquaculture
- Scallop Dredge

## 2018 Overview

Source: DMF Permitting and Statistics Data; ACCSP Data Warehouse



### Truro's commercial fishery had:

- 43** permitted harvesters with a Truro address
- 37** vessels with a Truro homeport
- 185** trips landing in Truro
- 33** active permitted harvesters landing in Truro
- 10** active dealers purchasing in Truro



### Commercial harvesters landed the following in Truro in 2018:

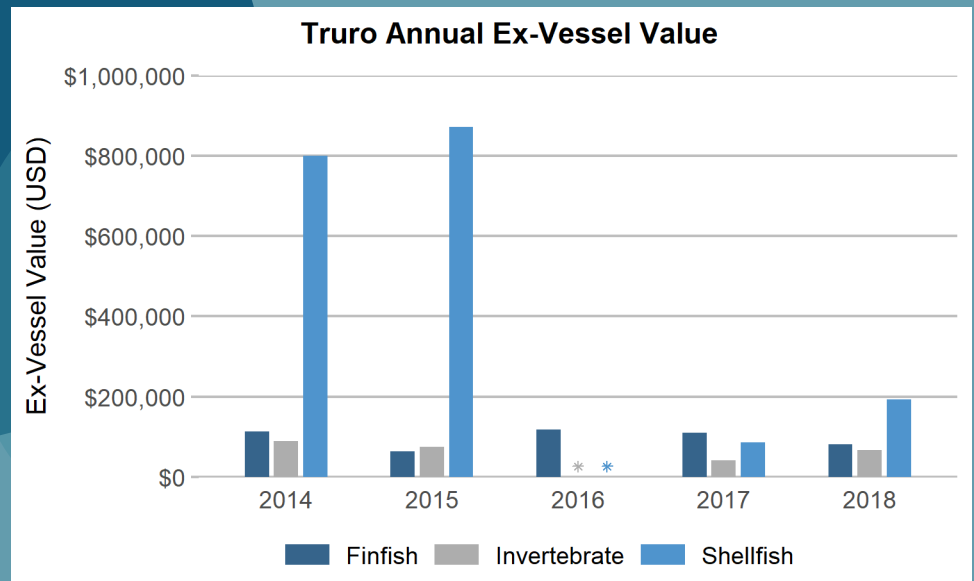
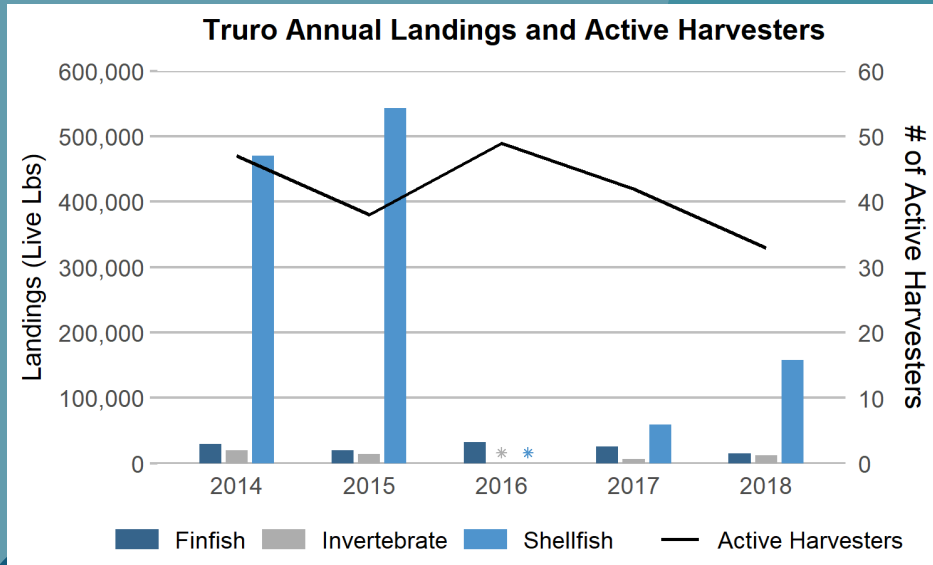
**185,524** pounds of catch with an ex-vessel value of **\$341,460**

The top-ranked species, by dollar value, landed between 2014-2018 included:

- Sea Scallop
- Striped Bass
- American Lobster

# 5 Year Trends in Commercial Landings and Value

Source: DMF Permitting and Statistics Data; ACCSP Data Warehouse



\* = CONFIDENTIAL, as fewer than three harvesters, vessels, and/or dealers reported in this municipality.

# Status of the Commercial Fishing Industry

Source: 2019 Harbormaster and Harvester Survey Data

Truro's commercial fishing fleet consists mostly of trailered vessels, and the number of trailered commercial fishing vessels has increased in the last 10 years due to Truro's proximity to fishing grounds. Additionally, anecdotal information reports that the fisheries operating out of Truro have slightly grown in the last 10 years.



## Commercial Fishing Infrastructure



### Current infrastructure: Challenges

- Lack of docking space and moorings (long wait list)
- Shallow water/need for dredging (time of year restrictions are limiting)
- Limited parking (23 spaces)
- Conflicts with other users
- Permitting process for infrastructure

### Needs

- Docks and poles need repair
- Ramp and hoist need repair
- Parking spaces
- Repair to mooring blocks and chains
- Dredging to allow for slips
- More space for Harbormaster office
- Better security



### Infrastructure dedicated solely to commercial fishermen:

- Moorings: None; there is a mooring waiting list for all boaters
- Slips: None
- Broadside berthing: None

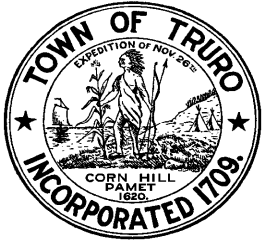


### In 2018, the municipality charged for the following services:

- Moorings: \$360/year for deep water; \$240/year for shallow water
- Waterways fee: \$25/year for residents; \$75/year for non-residents
- Launch: \$10 for launch and \$10 for waterways fee

Type of Infrastructure	Available?
Ice	
Bait storage	
Trash disposal	
Commerical offloading	
Hoist	
Dock space	
Gear storage	
Mooring space	
Fueling stations	
Vessel repair	
Launch ramp	
Parking for fishermen	
Parking for seafood trucks	
Other	

= Available



# TOWN OF TRURO

## Select Board Agenda Item

**BOARD/COMMITTEE/COMMISSION:** Select Board

**REQUESTOR:** John Dundas, Select Board Clerk

**REQUESTED MEETING DATE:** November 15, 2022

**ITEM:** Discuss and Potentially Adopt a Community Service Award Program

**EXPLANATION:** The objective of this recognition is to remind and reinforce the spirit of community service best exemplified by Fred Todd.

On April 16, 2022, Frederick Wilson Todd, long time Truro resident, activist, board member, musician, husband, father, grandfather, and colleague passed away. He was active in many local activities and committees such as planning Puma Park and building local houses for Habitat for Humanity. As a member of the Truro Zoning Board of Appeals Fred was respected as a leader and was admired for his thoughtful contributions. Fred's love of music and community drew him to the Payomet Performing Arts Center, where he started as a volunteer setting up the tent and building the music stage and was elected President of the Board.

In acknowledgement of Fred's service, the Town recognizes a current board of committee member annually for volunteer service to the Town of Truro that best reflects the service and dedication of Fred Todd.

Criteria for Nominations is attached.

**FINANCIAL SOURCE (IF APPLICABLE):** TBD

**IMPACT IF NOT APPROVED:** N/A

**SUGGESTED ACTION:** *Motion to adopt a yearly Community Service Award to with the first award to be presented at Annual Town Meeting 2023.*

**ATTACHMENTS:**

1. Criteria

### **Criteria for Nominations**

#### Nominations:

- The nominations will come from each committee and board no later than the 31<sup>st</sup> of January of each calendar year.
- Each nominee will have served at least one year on a committee or a board.
- Each nominee is in good standing (attends regularly).
- Each nomination will consider participation, creative input, support for the community, and Truro.

#### Voting:

The Select Board will consider all nominations and conduct 3 votes no later than the 15<sup>th</sup> of March of each calendar year:

1<sup>st</sup> Vote: Top 5

2<sup>nd</sup> Vote: Top 2

3<sup>rd</sup> Vote: Final

(Similar to the approach just completed for the Planning Board selection)

A Town of Truro Coin & Fred Todd Service Award Certificate could be presented at the beginning of each Annual Town Meeting by the Town Manager and Select Board Chair.

- Recommend the first recognition, ATM FY23, include Susan Todd and/or a Todd Family representative. (perhaps going forward too)
- Citation on Certificate could include part of Bob Weinstein's tribute to Fred Todd from April 2022.





# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Betty Gallo, Truro Housing Authority Member

**REQUESTED MEETING DATE:** November 15, 2022

**ITEM:** Allocation of Affordable Housing Trust Funds for Rental Assistance Program

**EXPLANATION:** The Truro Housing Authority modified the Emergency Rental Assistance Program to a Regular Rental Assistance Program with the Select Board's October 26, 2021 vote. A sum of \$50,000.00 was allocated from the Affordable Housing Trust Fund for this program and that sum included the costs of administration fees related to the program. The Truro Housing Authority would like to continue the program and requests an allocation of up to \$50,000 for this year and up to \$50,000 for next year to operate the program for an additional two years for a total of up to \$100,000 from the Trust over two years for this purpose. The funding request is again inclusive of administrative costs and unspent funds would remain in the Trust.

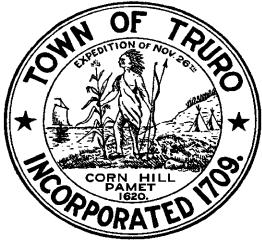
The current contract with Homeless Prevention Council for the administration of the program has expired and a new procurement process will need to be completed. Town staff will assist the Housing Authority in conducting the procurement process and the Town Manager will enter into a contract with the selected vendor as authorized by Town Charter.

**FINANCIAL SOURCE (IF APPLICABLE):** Affordable Housing Trust Fund

**IMPACT IF NOT APPROVED:** There will not be program funds allocated for the Rental Assistance Program.

**SUGGESTED ACTION:** *Motion to allocate up to \$50,000 for this year and up to \$50,000 for next year to operate the Rental Assistance program for an additional two years for a total of up to \$100,000 from the Trust over two years for this purpose, as requested by the Truro Housing Authority.*

**ATTACHMENTS:** None.



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** DPW

**REQUESTOR:** Jarrod J. Cabral, DPW Director

**REQUESTED MEETING DATE:** November 15, 2022

**ITEM:** Chapter 90 equipment purchase - John Deere Excavator

**EXPLANATION:** The Public works Department forecasted the excavator to be replaced in FY23, as was noted in the annual Capital Improvement Budget at the June 2021 Annual Town Meeting. The excavator has since been removed from the capital plan because it can be funded by the Chapter 90 highway assistance program of the Massachusetts Department of Transportation. The Town has previously purchased a 2016 skid steer loader (\$74,695), catch basin cleaner (\$227,571), 1994 excavator (\$48,740), and a street sweeper in 2014 (\$245,885) through the Chapter 90 program. The current available balance in the Town's Chapter 90 account is \$896,436.02. The total purchase amount for new machine is \$184,985.00. Please see attached quote for more details.

Current Excavator:

Surplus equipment

1994 - 490E John Deere Excavator

14,000 hours

Machine was inspected by John Deere, and the repairs and 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):** Chapter 90 Highway Assistance Program

**IMPACT IF NOT APPROVED:** The DPW will not be able to purchase a new machine.

**SUGGESTED ACTION:** *MOTION TO Approve the John Deere Excavator purchase and to authorize the Town Manager to sign the Chapter 90 authorization document.*

**ATTACHMENTS:**

1. Excavator Quote
2. Chapter 90 Project Request Form



Agenda Item: 7D1



JOHN DEERE

(Rt. 20) 80 Southbridge Rd.  
PO Box 578  
North Oxford, MA 01537  
Phone: (508) 987-8786

Toll Free: (800) 922-8295

Fax: (508) 987-3578

- Rtes 6 & 136  
N Swansea, MA 02777
- 10 Republic Rd.  
N Billerica, MA  
01862
- 1620 Page Blvd. (Rt  
20)  
Springfield, MA  
01104
- 88 Camelot Dr. #42  
Plymouth, MA 02360

To: Jarrod Cabral, Truro DPW  
17 Town Hall Rd, Truro, MA 02633  
Date: 10/18/2022

From: Joe Huber  
United Construction & Forestry.  
(508) 989-2750

**Excavator Request for Quote (RFQ)** - Reference: Sourcewell National Contract (Town of Truro ID #210031). This quote is only good on the 130G you are currently trying, and good through 11/30/2022

**2022 John Deere 130G excavator (stock #283192 - 1FF130GXJNF043237) with the following:**

**Standard equipment, options & attachments:** HD Deere wet-sleeved FT4 turbo diesel w/500 hour oil change intervals, 24V 100 amp alternator, & block heater cold start aids, auto-idle/auto shutdown, JDLink Ultimate Telematics, auto power lift, reduced drift valve for boom down/arm in, monitor aux. hyd. flow adjustments, hydraulic warm up control, 5000 hour hyd. oil change interval, Cab, auto climate A/C, heat & defrost, 12V outlet, LCD monitor w/rear camera, on-board diagnostics & maintenance tracking/fault code alert, AM/FM, heated cloth air suspension seat, arm power boost button, 2-speed propel, work/power/travel mode selections, intermittent wiper, work lights, long arm, 24" steel pads with clip-on rubber pads (installed by Town), hydraulic straight backfill blade, auxiliary hi-flow hydraulic lines with auxiliary relief pressure adjustment and adjustable flow, hydraulic pin-grabber coupler, 36" HD GP bucket with pins, main-pin hydraulic thumb w/joystick proportional control, control pattern changer, parts and repair manuals, 1 year/unlimited hour full factory warranty & 3 year/10,000 hour warranty on arm, boom & mainframe. Includes factory freight, dealer set-up and 1 time delivery to the Town's Transfer Station.

<b>RFQ price with Sourcewell &amp; additional dealer discounts:</b>	\$204,985
Less value for Town's 1994 John Deere 490E (if traded):	<u>(\$20,000)</u>
<b>Net total with all above options and trade:</b>	<b>\$184,985</b>

**Optional Factory powertrain and hydraulic component extended warranty options:**

24 months / 1000 hours: \$555	36 months / 1500 hours: \$685
48 months / 2000 hours: \$1,185	60 months / 2500 hours: \$1,745
72 months / 3000 hours: \$2,035	84 months / 4000 hours: \$2,485

**Thank you for the opportunity to supply the Town of Truro with this RFQ. Please call me with any questions. Note: UCF will need a 'Letter of Intent' or Town PO as soon as possible for this 130G to stay at your site while you finalize your funding, and to order the clip-on rubber pads.**

**Joe Huber – Territory Manager**

**United Construction & Forestry  
508-989-2750**

# State Aid Program - Project Request

Project Name: Equipment Purchase

Application Date: 11/8/2022

## Applicant Information

Municipality	TRURO
District	District 5

## Municipal Contact

Name	Jarrold J. Cabral
Title	Public Works Director
Email	jcabral@truro-ma.gov
Phone	(508)214-0400
Address	P.O. Box 2030 Truro MA
Zip Code	02666

## Grant Type

Grant Type	Chapter 90
Project Type	Equipment

## Nature of Request

Scope of Work	Equipment purchase
Desired Start of Construction Date	11/08/2022

## Preliminary Estimate

Project proponent must attach a detailed project estimate to support the project cost. Do not exceed MassDOT Allowances for Contingency, Construction Eng. Oversight, Mobilization, Police.

For construction projects, the MassDOT Construction Project Estimator (CPE) can be used for this purpose.

**Total Estimated Cost**    \$184,985.00

**Attach Preliminary Estimate:**

[Excavator quote Truro DPW 2022 130G RFQ 11-8-22.docx](#)

## CHAPTER 90 Details

Contract No. Sourcewell National Contract  
Truro ID #210031

Bridge No.

Length 0

Width 0

### Typical section details

Surface

Base course

Foundation

Shoulders/Sidewalk

Work to be done  Force Account  
 Advertised Contract  
 Other

- It is recognized that the purpose of this information is to assist the MassDOT Highway Division in approving the Chapter 90 Project Request Form. Accordingly, the information provided here is intended to be complete and correct with no intentional errors or material omissions. Any action taken by MassDOT Highway Division on the basis of this information shall not legally or financially obligate MassDOT Highway Division to support or defend the municipality, and the municipality shall save harmless MassDOT Highway Division for any action.
- The design, engineering, construction, and future performance of the project, including maintenance, is the responsibility of the Municipality. The proposed work will conform to recognized engineering and construction methods. I/We hereby certify under penalty of perjury the following: that the project is on a public way, and any necessary takings have been made; that all materials will comply with approved established specifications; that all weights and quantities will be accurate; that equipment rental rates are those established by MassDOT Highway or the advertised low bid; that all documentation will be checked for accuracy, and will be endorsed in accordance with municipal procedures for accountability.

Confirm you have read and agree to the terms above

Equipment Purchase

11/8/2022 2:28:15 PM

# CERTIFICATION

Signed:



Public Works Director

Highway Official's Title

Nov 8, 2022

Date



Town Accountant

Nov 8, 2022

Accounting Official's Title

Date

Date

Duly Authorized Municipal Officials

Date

Municipal (Others)

Date

Municipal (Others)

Reviewed By:

Signed:

State Aid Engineer

Date

Road Classification  
Verified:

Approved for: \$

@100%

District Highway Director

Date

Equipment Purchase

11/8/2022 2:28:15 PM



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Licensing Department

**REQUESTOR:** Nicole Tudor, Executive Assistant

**REQUESTED MEETING DATE:** November 15, 2022

**ITEM:** Approval of the 2023 Annual Alcohol Licenses

**EXPLANATION:** The 2023 annual alcoholic beverage license approval is before you as the Local Licensing Authority per Mass General Law (MGL 138 § 12, 15, 19B and 19E). Truro has four (4)\* such licenses:

1. Pamet Valley Package-off premise, all alcohol; ABCC #00009-PK-1292
2. Montano's Restaurant-on premise, all alcohol; ABCC #00019-RS-1292
3. Truro Vineyards of Cape Cod Farmer Winery; ABCC #00035-PP-1292
4. Truro Vineyards of Cape Cod Farmer Distillery; ABCC # 00037-PP-1292

All Liquor Liability copies of Certificate of Insurance and Certificates of Inspection as required by the Alcoholic Beverages Control Commission will be in compliance with the Town (pouring license only requirement) before issuance of the 2023 annual licenses as of December 31st.

*\*In 2022 there were 5 annual alcohol licenses, this included FarmMaid Foods Inc. FarmMaid Foods (on premise, wine and malt; ABCC #04865-RS-1292) FarmMaid Foods Inc. will not be renewing their annual wine and malt license for 2023. At some point, the owner will be applying for a different retail alcohol license (See Agenda Item 8D)*

**IMPACT IF NOT APPROVED:** The Annual Alcohol License holders will not be issued an alcohol license for 2023.

**SUGGESTED ACTION:** *MOTION TO approve and electronically sign the 2023 annual alcohol licenses for issuance and applications for submittal to the Alcohol Beverages Control Commission for Truro Vineyards of Cape Cod, Montano's Restaurant, and Pamet Valley Package upon completion of all required documents submitted to the Town.*

**ATTACHMENTS:**

1. 2023 Annual Alcohol ABCC Applications-signed by business owners
2. Chief of Police Approval Memo
3. 2022 Annual alcohol licenses





Jean M. Lorizio, Esq.  
Commission Chairman

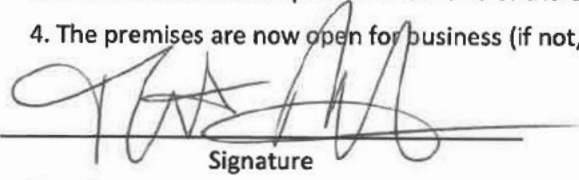
**Commonwealth Of Massachusetts**  
**Alcoholic Beverages Control Commission**  
**95 Fourth Street, Suite 3**  
**Chelsea, MA 02150-2358**

**2023**  
**Retail License Renewal**

License Number: [REDACTED] Municipality: TRURO  
License Name : Baddocs Inc License Class: Annual  
DBA : Montanos Restaurant License Type: Restaurant  
Premise Address: 481 Rte 6 Truro, MA 02657 License Category: All Alcoholic Beverages  
Manager: Robert C Montano

I hereby certify and swear under penalties of perjury that:

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

  
Signature

11/4/2022  
Date

ROBERT C. MONTANO  
Printed Name

OWNER  
Title

Additional Information:

**Please complete and return this form to the Local Licensing Authority.**



Jean M. Lorizio, Esq.  
Commission Chairman

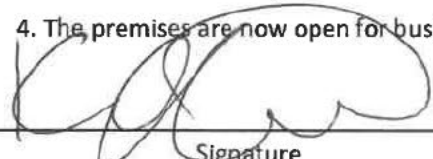
**Commonwealth Of Massachusetts**  
**Alcoholic Beverages Control Commission**  
**95 Fourth Street, Suite 3**  
**Chelsea, MA 02150-2358**

**2023**  
**Retail License Renewal**

License Number: [REDACTED] Municipality: TRURO  
License Name : Truro Vineyards Of Cape Cod LLC License Class: Annual  
DBA : Truro Vineyards Of Cape Cod License Type: Farmer Winery Pouring Permit  
Premise Address: 11 Shore Road Truro, MA 02652 License Category: Wines Only  
Manager: David J Roberts

I hereby certify and swear under penalties of perjury that:

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

  
\_\_\_\_\_  
Signature  
Kristen Roberts  
\_\_\_\_\_  
Printed Name

11/4/2022  
\_\_\_\_\_  
Date  
  
\_\_\_\_\_  
Title

Additional Information:

**Please complete and return this form to the Local Licensing Authority.**



Jean M. Lorizio, Esq.  
Commission Chairman

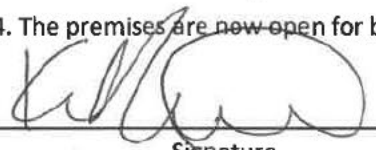
**Commonwealth Of Massachusetts  
Alcoholic Beverages Control Commission  
95 Fourth Street, Suite 3  
Chelsea, MA 02150-2358**


**2023  
Retail License Renewal**

License Number: [REDACTED] Municipality: TRURO  
License Name : Truro Vineyards Of Cape Cod LLC License Class: Annual  
DBA : Truro Vineyards License Type: Farmer Distillery Pouring Permit  
Premise Address: 11 Shore Rd Truro, MA 02666 License Category: All Alcoholic Beverages  
Manager: David Roberts

I hereby certify and swear under penalties of perjury that:

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

  
\_\_\_\_\_  
Signature  
Kristin Robert  
\_\_\_\_\_  
Printed Name

4/4/2022  
\_\_\_\_\_  
Date  
  
\_\_\_\_\_  
Title

Additional Information:

**Please complete and return this form to the Local Licensing Authority.**





Jean M. Lorizio, Esq.  
Commission Chairman

**Commonwealth Of Massachusetts**  
**Alcoholic Beverages Control Commission**  
**95 Fourth Street, Suite 3**  
**Chelsea, MA 02150-2358**

**2023**  
**Retail License Renewal**

License Number:	<span style="background-color: black; color: black;">[REDACTED]</span>	Municipality:	TRURO
License Name :	Pamet Valley Package Inc	License Class:	Annual
DBA :	Pamet Valley Package Inc	License Type:	Package Store
Premise Address:	172 Route 6 Truro, MA 02666	License Category:	All Alcoholic Beverages
Manager:	John Gainey		

I hereby certify and swear under penalties of perjury that:

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

  
\_\_\_\_\_  
Signature

JOHN GAINNEY  
\_\_\_\_\_  
Printed Name

11/8/22  
\_\_\_\_\_  
Date

OWNER  
\_\_\_\_\_  
Title

Additional Information:

**Please complete and return this form to the Local Licensing Authority.**



# TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

**Licensing Department**

Tel: 508-349-7004, Extensions: 110 & 124 Fax: 508-349-5505

## MEMO

**To:** Chief Jaime Calise, Truro Police Department  
**From:** Nicole Tudor, Executive Assistant  
**Date:** November 3, 2022  
**Re:** 2023 Annual Liquor License Renewals for Review

Below please find 4 Annual Truro alcohol licensees seeking renewal of their 2023 alcohol licenses. Please advise on any concerns or comments on these renewals for the Select Board approval at a future meeting. Thank you.

### 2023 Annual Alcohol License Renewal applicants:

1. Baddocs, Inc., dba **Montano's Restaurant**, 481 Route 6, Robert C. Montano, Manager  
 License #00019-RS-1292 (ABCC) Class: Annual Type of License: Restaurant Category: All Alcohol

Approved/No Issues or Violations  Reason for Denial   
 Comments: \_\_\_\_\_

2. FarmMaid Foods, Inc dba **Chequessett Chocolate**, 8 Highland Rd, Katherine Reed, Manager  
 License # 04865-RS-1292 (ABCC) Class: Annual Type of License: Restaurant Category: Wines and Malt

Approved/No Issues or Violations  Reasons for Denial   
 Comments: *\*Will Not Be Seeking Renewal in 2023*

3. **Pamet Valley Package, Inc.**, 172 Route 6, John Gainey, Manager  
 License #00009-PK-1292 (ABCC) Class: Annual Type of License: Package Store Category: All Alcohol

Approved/No Issues or Violations  Reason for Denial   
 Comments: \_\_\_\_\_

4. **Truro Vineyards of Cape Cod, LLC.** dba Truro Vineyards of Cape Cod, 11 Shore Rd, David J. Roberts, Manager License #00035-PP-1292 (ABCC) Class: Annual Type of License: Farmer Winery Pouring Permit Category: Wines Only


Approved/No Issues or Violations  Reasons for Denial   
Comments: \_\_\_\_\_

5. **Truro Vineyards of Cape Cod, LLC.,** dba Truro Vineyards, 11 Shore Rd, David Roberts, Manager License #00037-PP-1292 (ABCC) Class: Annual Type of License: Farmer Distillery Pouring Permit Category: All Alcohol

Approved/No Issues or Violations  Reasons for Denial   
Comments: \_\_\_\_\_

POLICE DEPARTMENT APPROVAL

Date: 11/7/2022

Signature:  \_\_\_\_\_  
Chief of Police







© 1998 GOES 4353  
All Rights Reserved

# LICENSE ALCOHOLIC BEVERAGES

THE LICENSING BOARD OF

The.....of.....

MASSACHUSETTS

HEREBY GRANTS A

## COMMON VICTUALER

License to Expose, Keep for Sale, and to Sell

All Kinds of Alcoholic Beverages

To Be Drunk On the Premises

To.....

on the following described premises

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires December 31st, 20....., unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this.....day of.....20.....

The Hours during which Alcoholic Beverages may be sold are

From.....

ABCC License # 00019-RS-1292

*[Signature]*  
K...  
*[Signature]*  
S...  
*[Signature]*  
John K. ...  
LICENSING BOARD

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



**2022 LICENSE  
ALCOHOLIC BEVERAGES**

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

**LIQUOR LICENSE  
of the following description:**

**FARMER-WINERY POURING PERMIT**

---

**To Be Consumed on the Premises**

---

To Truro Vineyards of Cape Cod LLC, David J. Roberts, Manager

On the following described premises

A farm winery located at 11 Shore Road with both an indoor and outdoor tasting area (weather dependent), located within an 1858 sq. ft. retail area, a 450 sq. ft. outdoor patio and a 3200 sq. ft. Tasting Pavilion area. Indoor tasting room has four entrances and exits.

These areas, approximately 5500 sq. ft, which can only be used for the sale and pouring of wine produced by the farmer winery, or produced for the farmer winery, and sold under the farmer winery brand name. This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires December 31, 2022, unless earlier suspended, cancelled, or revoked. In testimony whereof, the undersigned have hereunto affixed their official signatures this 16th day of November, 2021.

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

Monday-Saturday:

11 am – 8 pm

Sunday: 12 pm – 8 pm











ABCC # 00035-PP-1292

Licensing Board, Town of Truro



**2022 LICENSE  
ALCOHOLIC BEVERAGES**

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

**LIQUOR LICENSE  
of the following description:**

**FARMER-DISTILLERY POURING PERMIT**

---

**To Be Consumed on the Premises**

---

To Truro Vineyards of Cape Cod LLC, dba South Hollow Spirits, David J. Roberts, Manager

On the following described premises

Two story wood building, four entrances and exits, total square feet 1963, and a small sampling area (30x30) outdoor area , located at 11 Shore Road, Truro.

These areas, approximately 1963 sq. ft, which can only be used for the sale and pouring of rum produced by the farmer distillery, or produced for the farmer distillery, and sold under the farmer distillery brand name. This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires December 31, 2022, unless earlier suspended, cancelled, or revoked. In testimony whereof, the undersigned have hereunto affixed their official signatures this 16th day of November 2021.

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

Monday-Saturday:

11 am – 8 pm

Sunday: 12pm - 8pm

\_\_\_\_\_  
*[Signature]*  
\_\_\_\_\_  
*[Signature]*  
\_\_\_\_\_  
*[Signature]*  
\_\_\_\_\_  
*[Signature]*  
\_\_\_\_\_  
*[Signature]*

Licensing Board, Town of Truro

ABCC # 00037-PP-1292



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Licensing Department

**REQUESTOR:** Nicole Tudor, Executive Assistant

**REQUESTED MEETING DATE:** November 15, 2022

**ITEM:** Approval of the 2023 Alcohol Beverages Control Commission Annual Renewal Certification

**EXPLANATION:** In addition to the annual licenses, the Select Board, in its capacity as the Local Licensing Authority, must approve and sign the renewal certification. FarmMaid Foods will not be renewing their 2023 license for a pouring wine and malt license (GL 138 Sec. 12) (See attachment 8D2). The remaining four alcohol licensees *did* renew their 2023 licenses: Truro Vineyards (2), Montano's restaurant, and Pamet Valley Package store.

This form is a part of the 2023 ABCC annual renewal package and certifies that the annual alcohol license-holders listed will be occupied as of January 1, 2023.

**FINANCIAL SOURCE (IF APPLICABLE):** N/A

**IMPACT IF NOT APPROVED:** The Annual Alcohol License holders will not be issued an alcohol license for 2023 as per the ABCC requirements for renewals.

**SUGGESTED ACTION:** *MOTION TO approve and electronically sign the 2023 Annual Alcohol Beverages Control Commission Renewal Certification, with one non-renewal, FarmMaid Foods.*

**ATTACHMENTS:**

1. Annual Alcohol Beverages Control Commission Renewal Certification 2023
2. Email from FarmMaid Foods Inc. dba Chequessett Chocolate owner regarding 2023 license

**RETAIL LIQUOR LICENSE RENEWAL APPLICATION GUIDELINES**

Without exception, all annual alcoholic beverages **licensees** are required to renew their alcoholic beverages license by **November 30<sup>th</sup>** of each year.

All retail license renewal applications must be signed by an authorized corporate officer, individual or partner and filed with the Local Licensing Authority between November 1st and November 30th. Licensees who are in the process of transferring their licenses are required to file the renewal application until the transfer has occurred and they are no longer the licensee of record.

Licensees are responsible for correcting any differences between their files and the ABCC license file on the renewal application in red ink. An LLA Certification Form / Form 43 verifying these changes have been ABCC approved must be attached to the license renewal application in order to change the official ABCC license file. Please **mail** those corrections along with the renewal packet to the ABCC.

All on-premises M.G.L. c. 138, §12 licensees must provide proof of the required liquor liability insurance and a copy of the required Fire Safety Inspection Certificate to the Local Licensing Authorities. Please do not forward the Fire Safety Certificates, Insurance Certificates, or License Certificates to the ABCC. You should keep these forms for your records.

---

Please mail the completed below form, all completed renewal certificate forms, and any corrective forms to the ABCC no later than January 16th, 2022 with no staples included.

ABCC  
c/o Licensing Department  
95 Fourth Street, Suite 3  
Chelsea, MA 02150

---

**Any renewal application not signed and filed by November 30<sup>th</sup> will be treated as a **New License**.**

If renewal application becomes a new license for failure to meet the November 30<sup>th</sup> signing deadline, it will be subject to all the procedures set forth under Chapter 138, §15A.

ANY QUESTIONS REGARDING THE ABOVE GUIDELINES SHOULD BE DIRECTED TO HURSHEL LANGHAM AT EXT. 719 or SABRINA LUC AT EXT. 721

*Ralph Sacramone, Executive Director*

# RENEWAL CERTIFICATION 2023

CITY/TOWN:

## A. LICENSEES WHO FAILED TO RENEW FOR 2023:

LICENSE #:	LICENSEE CORPORATE NAME AND ADDRESS:
<input type="text" value="04865-RS-1292"/>	<input type="text" value="Farm Maid Foods Inc. 8 Highland Road"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

## B. LICENSEES DISAPPROVED BY THE CITY/TOWN FOR 2023:

LICENSE #:	LICENSEE CORPORATE NAME AND ADDRESS:
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

We hereby certify that the premises described in the 2023 renewal applications for the above mentioned municipality are now occupied, used or controlled by the licensee and will be on January 1, 2023. The 2021 Renewal Applications have been approved by the Local Licensing Authorities and forwarded to the ABCC.

The Local Licensing Authorities

<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>



From: [Redacted]  
To: [Nicole Tudor](mailto:Nicole.Tudor)  
Subject: Re: Annual Alcohol Licenses  
Date: Monday, October 24, 2022 1:15:11 PM  
Attachments: [image001.png](#)

Hi Nicole,

Confirming that we will not be reviewing our pouring license but we will be renewing our food service licences We will also be applying for a liquor retail license

Let me know if you have any questions and thank you for checking

Best,

Katherine Reed  
CEO, Co-Founder  
Chequessett Chocolate  
[Redacted]  
[Redacted]  
[chequessettchocolate.com](http://chequessettchocolate.com)  
P.O. Box 250, N. Truro, MA 02862

On Fri, Oct 21, 2022 at 12:51 PM Nicole Tudor <[ntudor@truro-ma.gov](mailto:ntudor@truro-ma.gov)> wrote:

Hi Katherine,

From your email below please confirm that you are not renewing your alcohol pouring license for 2023 , but you will be renewing your food service licenses?

Thank you, Nicole

*Nicole Tudor*

Executive Assistant

Administration and Select Board Office

Truro Town Hall | PO Box 2030 | 24 Town Hall Road | Truro, MA 02666

Direct Line: (508) 214-0925 | Extension: (508) 349-7004 Ext 110 | Fax: (508) 349-5505

Email: [ntudor@truro-ma.gov](mailto:ntudor@truro-ma.gov)



From: Chequessett Chocolate [Redacted]  
Sent: Friday, October 21, 2022 1:21 PM  
To: Nicole Tudor <[ntudor@truro-ma.gov](mailto:ntudor@truro-ma.gov)>  
Subject: Re: Annual Alcohol Licensees

Hi Nicole,

We will not be renewing our existing license at this time We plan to reapply for a retail liquor license moving forward

Thank you!

Katherine Reed  
CEO, Co-Founder  
Chequessett Chocolate  
[Redacted]  
[Redacted]  
[chequessettchocolate.com](http://chequessettchocolate.com)  
P.O. Box 250, N. Truro, MA 02862

----- Forwarded message -----

From: Nicole Tudor <[ntudor@truro-ma.gov](mailto:ntudor@truro-ma.gov)>  
Date: Tue, Oct 4, 2022 at 9:30 AM  
Subject: Annual Alcohol Licensees  
To: Nicole Tudor <[ntudor@truro-ma.gov](mailto:ntudor@truro-ma.gov)>  
Cc: Noelle Scoullar <[nscoullar@truro-ma.gov](mailto:nscoullar@truro-ma.gov)>

Dear Annual Alcohol Licensees:

I will send an email at the end of this month for you to sign your alcohol license application with the State for approval at an upcoming November/December meeting with the Select Board Applications for renewal can only be signed in the month of November

Additionally, your business applications will also be emailed to you this month

Please let us know if you have any questions at this time

Thank you,

Select Board Meeting Minutes

October 11, 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, Chief of Police Jamie Calise, Jarrod Cabral-DPW Director, Town Planner/Land Use Counsel Barbara Carboni, Emily Beebe-Health & Conservation Agent, Alex Lessin-Finance Director: Treasurer/Collector, Bob Panessiti-Finance Committee Chairman, Damion Clements-Director of Community Services, Planning Board Chair Anne Greenbaum, Katy Ward-Communications and Marketing Coordinator

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

Chair Reed offered a moment of silence in the memory of Truro resident Susan Howe followed by prepared comments given by Member Rein on behalf of the Select Board and residents of Truro which recognized the Ms. Howe's dedicated contributions and service to the Town of Truro.

**PUBLIC COMMENT**

Chair Reed recognized Clint Kershaw, a Truro year-round resident, who offered comments on the Town's goals and objectives relating to the impact on Truro's water supply for the following 100 years.

**PUBLIC HEARINGS**

None

**INTRODUCTION TO NEW EMPLOYEES**

- A. Introduction of Sergeant Gordon T. Gibbons
- B. Introduction of Dispatch Telecommunicator Christina Coleman

Chair Reed recognized Chief Calise who introduced Telecommunicator Coleman and Sergeant Gibbons. Chief Calise provided a brief overview of the professional background and qualifications of the two new members of the police department. Chair Reed and Members welcomed Telecommunicator Coleman and Sergeant Gibbons. Both employees thanked the Members for their support and warm welcome.

**BOARD/COMMITTEE/COMMISSION APPOINTMENTS**

None

**STAFF/COMMITTEE UPDATES**

None

## **TABLED ITEMS**

None

## **SELECT BOARD ACTION**

Chair Reed recognized Health and Conservation Agent Beebe who presented the review of the professional services agreement between GHD and the Town of Truro for the Comprehensive Wastewater Management Plan. Chair Reed recognized Town Planner/Land Use Counsel Carboni who had no comments but was prepared to answer any questions. A discussion ensued among Members, Town Manager Tangeman, and Town Planner/Land Use Counsel Carboni regarding specifics of the professional services agreement along with the recommended changes submitted by Town Planner/Land Use Counsel Carboni. Conservation and Health Agent Beebe reported that there are a couple of minor issues which still must be resolved with GHD, but she hoped that the Members would support the agreement moving forward. Town Planner/Land Use Counsel Carboni then reviewed the agreement with Members along with her suggested “red line” changes and modifications. Town Planner/Land Use Counsel Carboni stated that she was confident that the agreement would reach a successful conclusion between GHD and the Town.

**Vice Chair Weinstein made a motion to authorize Town Manager Tangeman to sign the professional services agreement with GHD for the purpose of developing a Comprehensive Wastewater Management Plan.**

**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 recognized Finance Director Lessin who presented a review of the FY2024 Budget Guidance Letter. Finance Director Lessin highlighted several specifics of the letter with Members noting that same level of services may come at a higher cost and the budget’s impact on the environment. Members expressed their appreciation for the staff’s work on the letter. Chair Reed recognized Finance Committee Chair Panessiti who commented positively on the letter and thanked Finance Director Lessin.

**Member Dundas made a motion for the Select Board to approve the FY2024 Budget Guidance Letter and authorize the distribution of the letter to department heads.**

**Member Areson 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 led the discussion of the FY2024 Budget Task Force Schedule. Members and Finance Committee Chair Panessiti expressed disappointment that there was not more interest by the public on this topic, but Members and Finance Committee Chair Panessiti were comfortable moving forward with the schedule as published.

**Member Dundas made a motion for the Select Board to approve the FY2024 Budget Task Force schedule as published with an amendment noting that the meetings will occur in 2022 and 2023. 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.**

Chair Reed recognized Town Manager Tangeman (with input from Assistant Town Manager Clark, DPW Director Cabral, and Finance Committee Chair Panessiti) who provided a review of the FY2023 Select Board Goals and Objectives Quarterly Progress Report. Topics covered were the status of the recruitment and hiring of 4 firefighters/EMTs; funding for improved broadband that is necessary for effective and reliable public safety; review of Town owned lands to resolve Town housing challenges and shortages; Select Board's review of the Childcare Voucher Program that has an application deadline of October 30<sup>th</sup>; review of projects which support coastal management and preserve the coastal environment; the Town's Compensation and Classification Study that is now completed and prior to collective bargaining negotiations for this year; the Walsh Property; find an easier way for the public to understand the legislative tools through a Housing Needs Assessment to solve the Town's housing problems by creating a housing playbook in the November/December timeframe; the creation of a Town mission statement at the conclusion of the Local Comprehensive Plan; the Select Board will support the Climate Action Committee and Energy Committee as the Town moves to achieve net zero by 2050; Select Board will submit a letter to the Planning Board regarding housing development efforts and collaboration by the end of 2022; the Select Board will develop a Seniors' Needs Assessment as there are immediate needs for caregivers; the Select Board will hold a joint work session with the Planning Board, Zoning Board of Appeals, and the Truro Housing Authority to address seasonal housing options and further collaborate with the Finance Committee and the Economic Development Committee to assess how seasonal housing impacts economic development and sustainability in Truro; the Select Board will create a revised cost analysis utilizing a multi-phased approach to address the proposed DPW facility and the capital improvement plan; the Select Board will promote opportunities with the Economic Development Committee to the public; the Select Board will provide an update for Policy #54, Policy #31, and the Civility Pledge to work towards compliance; Truro and Provincetown Water Resource Board will work together to implement fully cycle water usage; status of the digitization of Town records and the implementation of a Town cyber security plan; and the Select Board, working with the Economic Development Committee, establish the Town of Truro as a Cultural District in coordination with the Massachusetts Cultural Council.

Chair Reed recognized Town Manager Tangeman who presented the necessity to appoint Director of Recreation and Beach Director Clements as the Director of Community Services. Members discussed the reorganization of the Community Services.

**Member Dundas made a motion for the Select Board to approve the appointment of Damion Clements as Director of Community Services effective immediately.**

**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.**

### **CONSENT AGENDA**

Chair Reed announced that Members had requested the withdrawal of the review and approval of the 2023 Select Board Meeting Schedule and the review and approval of the Select Board meeting minutes dated May 17, 2022, from this meeting's Consent Agenda and to consider them separately. Members had no objections.

Chair Reed requested that Select Board meeting dates which appeared on the schedule during the last two weeks of December be moved forward so staff, the Select Board, and the community could enjoy the holidays. Chair Reed added that the Select Board took the same action last year and it resulted in only positive feedback from the community. ***Chair Reed informally polled the Members, and the Members unanimously supported the modifications to the schedule be made as she had requested.***

Chair Reed led the discussion regarding the May 17, 2022, Select Board regular meeting minutes as Member Areson and Member Dundas had requested changes. Member Dundas apologized but did not submit his requested changes yet and asked that the minutes be discussed and voted on next meeting to which Member Areson stated that she had submitted her requested changes but would not attend the next Select Board meeting. ***After unresolved technical issues occurred with the GoToMeeting platform, Chair Reed informally polled the Members, and the Members unanimously supported delaying the review and approval of the minutes until the next meeting as Member Dundas had requested.***

- A. Review/Approve and Authorize Signature:
  - a. DPW Surplus
  - b. Sunday Entertainment License-Truro Vineyards October 30<sup>th</sup>
- B. Review and Approve State Election Warrant and Posting
- C. Review and Approve 2023 Select Board Meeting Schedule-***amended during this meeting.***
- D. Review and Approve Appointment of Community Services Director
- E. Review and Approve Select Board Meeting Minutes: May 17, 2022, Regular Meeting Minutes-***withdrawn from the Consent Agenda and added to the next Select Board meeting's agenda.***

**Member Dundas made a motion to accept the consent agenda as included in tonight's packet along with the amended 2023 Select Board meeting schedule.**

**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 commented that penalties for “curb cut” violations (which are \$300 per day per violation) are challenging for enforcement. Vice Chair Weinstein requested a review of the “Curb Cut” Policy be added to a future agenda so this may be discussed with Town Planner/Land Use Counsel Carboni and the public. Town Manager Tangeman stated that this will likely come up as a Warrant Article issue.

Member Dundas commended the public safety staff for their professionalism during a very difficult time in Truro. Member Dundas added that the Veterans of Foreign Wars and the American Legion have approved to purchase a memorial plaque in honor of Sebastian “Sibby” Davis a World War II veteran from Truro who recently passed away at the age of 97. With the approval of the Select Board, Member Dundas will present it a time to be determined and the plaque will be placed on the Truro Harbormaster’s office wall at Pamet Harbor. Member Dundas applauded Mr. Davis’ service as well other veterans.

Member Areson encouraged everyone to attend the Local Comprehensive Plan Committee (LCPC) public forum on Saturday at 10 am at the Community Center. The LCPC met last week and finalized plans. Food and childcare will be provided. The Open Space Committee met last Friday with the new consultant who is updating the Open Space and Recreation Plan. A survey is being prepared and it will be available online at Survey Monkey and hard copies will be available at Montano’s, Salty Market, Truro Library, and the Community Center. Member Areson announced that there will be an open forum on October 27<sup>th</sup> from 5pm-6pm facilitated by Mr. Thibodeau who is the consultant. The chair of the Open Space Committee has requested to present to the Members at the next Select Board meeting although Member Areson will not be present at the meeting. Member Areson noted that there is a vacancy on the Planning Board and that there are several applicants who must be interviewed.

Member Rein had nothing to report but announced that a COVID-19 and flu vaccine clinic will be held on October 27, 2022, from 9am-11am at the Community Center. Preregistration is required so contact the Board of Health. Member Rein encouraged everyone to get vaccinated as there are COVID-19 cases in Truro.

Chair Reed announced that she and Planning Board Chair Greenbaum have a meeting set for a 2-hour block to conduct interviews with the four applicants who have applied for the Planning Board vacancy on Tuesday, October 25, 2022. Chair Reed recognized Chair Greenbaum who stated that she would like to have the interviews when all Members of the Select Board are present. Town Manager Tangeman noted that by law all the interviews must be concluded no later than October 30, 2022, and if there are any other issues, he will need to discuss them with Town Counsel. After a brief discussion, Chair Reed and Chair Greenbaum agreed to conduct the interviews at the joint Select Board and Planning Board meeting on October 25, 2022.

## **TOWN MANAGER REPORT**

Town Manager Tangeman provided an update on the ARPA funding request of \$500,000 submitted to Barnstable County last week. The ARPA funding request is necessary to support critical public health services provided by the Lower Cape Ambulance Association (LCAA). The budget for these services is challenged by a significant increase in overtime costs and the approval of ARPA funding will allow LCAA's business model to remain sustainable.

## **NEXT MEETING AGENDA**

Town Manager Tangeman provided an overview of the agenda for the next regular meeting on October 25, 2022, at 3:00 pm to include: interviews for the Planning Board vacancy; a presentation from the Bicycle and Walkway Committee; a discussion on the Civility Pledge, a discussion on Opioid Abatement Funds, possible discussion regarding Regional EMS Transport, a discussion on a community service award in recognition of Fred Todd, reviewing and approving the Annual Municipal Calendar and Annual Town Meeting Fiscal Year 2024 budget preparation dates.

Chair Reed removed the discussion on the Civility Pledge from the agenda as Member Areson will not be present and she is essential in that discussion. Member Areson requested that the Open Space and Recreation Committee be added to the agenda as the Chair would like to give a 5-minute presentation to the Members on the developing plan and the scheduled upcoming public forum. Members had no objections.

**Member Dundas made a motion to adjourn at 7:51 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

Professional Services Agreement from GHD

Draft FY2024 Budget Guidance Letter

Proposed FY2024 Budget Task Force Meeting Schedule

FY2023 Goals & Objectives Quarter 1 Progress Report

Policy #67

One Day Entertainment Application and Public Entertainment on a Sunday State application

State Primary Election Warrant

Posting the Warrant for the State Primary Election

Draft 2023 Select Board Meeting Calendar