



Truro Select Board Remote Meeting

Tuesday, January 10, 2023

Executive Session-3:30pm

Regular Meeting-5:00pm

EXECUTIVE SESSION

<https://meet.goto.com/270046717>

1-866-899-4679 Access:270-046-717

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 property 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;*
- (2) in accordance with the provisions of Massachusetts General Law, Chapter 30A, §21 (a) 3, to discuss strategy with respect to collective bargaining if an open meeting may have a detrimental effect on the bargaining position of the public body (Truro Permanent Firefighters, Local 5281) and the chair so declares;*
- (3) 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: November 15, 2022, December 6, 2022; and not to reconvene in open session.*

REGULAR MEETING

<https://meet.goto.com/456040645>

1-877-309-2073 Access Code: 456-040-645

This will be a remote meeting. Citizens can view the meeting on Channel 18 in Truro and on the web on the "Truro TV Channel 18" button under "Helpful Links" on the homepage of the Town of Truro website. Click on the green "Watch" button in the upper right of the page. **To provide comment during the meeting please call-in toll free at 1-877-309-2073 and enter the following access code when prompted: 456-040-645 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/456040645> 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. CDBG Public Hearing

Presenter: Cassie Boyd Marsh-Bailey Boyd Associates



- B. Eversource Energy Public Hearing for 706 Shore Road
Presenter: Marissa Jackson-Eversource Energy

3. INTRODUCTION TO NEW EMPLOYEES None

4. BOARD/COMMITTEE/COMMISSION APPOINTMENTS

- A. Interview and Possible Appointment: Carl Fink, Concert Committee

5. STAFF/ COMMITTEE UPDATES None

6. TABLED ITEMS None

7. SELECT BOARD ACTION

- A. Presentation on Childcare Voucher Program
Presenter: Cassie Boyd Marsh, Bailey Boyd Associates
- B. Discussion and Possible Vote on Proposed Increased Town Clerk Fees
Presenter: Kaci Fullerton, Town Clerk
- C. Discussion on Housing Production Plan
Presenter: Kristen Reed, Select Board Chair

8. CONSENT AGENDA

- A. Review/Approve and Authorize Signature: None
- B. Review and Approve Appointment Renewals: None
- C. Review and Approve 2022 Annual ABCC Alcohol License Report
- D. Review and Approve 2023 Business Licenses: North of Highland Camping Area LLC; Box Lunch Truro
- E. Review and Approve Select Board Minutes: 12.13.2022 (Budget Task Force)

9. Select Board Reports/Comments

10. Town Manager Report

- 11. Next Meeting Agenda:** Budget Task Force Meeting January 17, 2023; Budget Task Force Meeting January 24, 2023; Regular Meeting January 24, 2023





TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: January 10, 2023

ITEM: Public Hearing-FY22/23 Truro Regional CDBG Grant Application

EXPLANATION: Massachusetts DHCD has announced its CDBG grant round and application deadline. DHCD is combining two grant years and Truro has an opportunity to apply for up to \$1,700,000 as the lead community for a regional grant. Bailey Boyd Associates, Inc. proposed to submit the grant for four towns (Truro, Provincetown, Eastham & Harwich) to continue the housing rehabilitation and childcare subsidy programs.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Truro will not receive up to \$1,700,00.00 to help fund the Childcare Subsidy Program or the Housing Rehab Program.

SUGGESTED ACTION: **Two Motions:**

1. *Motion to submit an FY22/23 CDBG grant for housing rehabilitation and childcare subsidies and to authorize the Town Manager or Designee to sign the grant application and associated forms.*
2. *Motion to allocate \$50,000 from CDBG Miscellaneous Income to use as a contingency for the FY22/23 Housing Rehabilitation Program.*

ATTACHMENTS:

1. Memorandum from Alice Boyd and Cassie Boyd Marsh, Bailey Boyd Associates, Inc.
2. Cape Cod Times Public Hearing Proof



MEMORANDUM

To: Truro Select Board
Darrin Tangeman, Town Manager

From: Alice Boyd, Bailey Boyd Associates, Inc.
Cassie Boyd Marsh, Bailey Boyd Associates, Inc.

Subject: FY22/23 Truro Regional CDBG Grant Application

Date: December 13, 2022

The Massachusetts Department of Housing & Community Development has recently announced its CDBG grant round and application deadline. As a result of delays due to Covid, this year DHCD is combining two grant years, and as a result, the town of Truro has an opportunity to apply for up to \$1,700,000 as the lead community for a regional grant. We are proposing to submit the grant for four towns (Truro, Provincetown, Eastham & Harwich) to continue the popular housing rehabilitation and childcare subsidy programs.

The Housing Rehab Program would fund 27 households with a 0% interest deferred-payment forgivable loan, making repairs of up to \$50,000 to keep low and moderate-income residents in their homes. Code repairs, weatherization, and health and safety violations will continue to be the priority. All applicants are accepted on a first-come/first-served basis.

The Childcare Subsidy Program would provide up to \$7,000 per eligible child to subsidize care while parents work, go to school or seek employment. The funds go directly to the participating certified childcare provider based on the child's attendance. These funds subsidize the parent's payments on a sliding scale basis.

These two programs are well-known in the community and continue to have a long waitlist. As always there is no cost to the town and an enormous benefit to residents.

The following motion may be useful as you consider this vote:

Proposed Motion: Move to submit an FY22/23 CDBG grant for housing rehabilitation and childcare subsidies and to authorize the Town Manager or Designee to sign the grant application and associated forms.

Proposed Motion: Move to allocate \$50,000 from CDBG Miscellaneous Income to use as a contingency for the FY22/23 Housing Rehabilitation Program.

Ad Preview

Agenda Item: 2A2

**PUBLIC HEARING
FY22/23 TRURO**

REGIONAL CDBG GRANT

The Truro Select Board will hold a Public Hearing on Tuesday January 10, 2023, at 5:00pm, to discuss the town's FY22/23 regional CDBG application including housing rehabilitation and childcare subsidies serving residents of Truro, Provincetown, Eastham & Harwich. Residents from all four towns are invited to participate and will be heard. Written comments will also be accepted and considered and must be submitted by January 9, 2023, at 5:00 P.M.

Residents of the four towns may join the meeting by computer, tablet or phone at:

<https://meet.goto.com/456040645>

Or by phone.

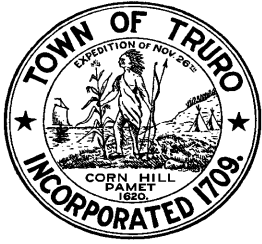
Access Code: 456-040-645

United States (Toll Free): 1 877 309 2073

United States: +1 (571) 317-3129

For additional information or questions please contact Cassie Boyd Marsh, grant administrator, at 508-430-4499 x2.

December 22,29, 2022 8188741



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: January 10, 2023

ITEM: Public Hearing for Eversource Energy

EXPLANATION: Eversource Energy has submitted a petition to cover the installation of 55' +/- of 2-4" conduit and one handhole 10161/010. This construction is necessary to provide new underground service to the customer located at 706 Shore Road, White Sands Beach Club. Abutters have been notified and a Public Hearing notice has been published in the local newspaper for two consecutive weeks.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Construction at 706 Shore Road will not be able to continue.

SUGGESTED ACTION: *Motion to approve the Eversource Energy petition to install 55' of 2-4" conduit and one handhole at 706 Shore Road, Authorize the Electronic Signatures of the Select Board and the Electronic Signature of the Select Board Clerk on the Form of Order.*

ATTACHMENTS:

1. Eversource Energy Memo, Petition, Form of Order, Plan, Abutter Notification List
2. Public Hearing Legal Ad



PAID
 11.21.2022
 Chk # 1143 - \$10.00 - Filing Fee
 Chk # 1144 - \$15.00 - Abutters List
 Chk # 1145 - \$75.00 - Public Hearing
 Chk # 1146 - \$594.32 - Postage Reimbursement for Notifying Provincetown Abutters

484 Willow Street
 W. Yarmouth, MA 02673

November 16, 2022

Select Board
Town of Truro
24 Town Hall Road
Truro, MA 02666

RCVD 2022NOV21 am10:44

ADMINISTRATIVE OFFICE

TOWN OF TRURO

Dear Select Board,

Enclosed you will find one (1) petition covering the installation of 55' +/- of 2-4" Conduit and One (1) Handhole 10161/010 Shore Road, Truro, MA. This construction is necessary to provide new underground service to the customer located at 706 Shore Road. For reference this is work request number 10004723.

The notice to abutters and hearing will be required.

Favorable action on the part of the selectmen will be greatly appreciated.

Warm regards,

Marissa Jackson
Right of Way Agent
508-790-9001
Marissa.jackson@eversource.com

enc.

**PETITION FOR
UNDERGROUND CABLE AND CONDUIT LOCATIONS**

November 16, 2022

TO THE SELECT BOARD FOR THE TOWN OF TRURO, MASSACHUSETTS

NSTAR ELECTRIC COMPANY (d/b/a Eversource Energy)
requests permission to locate underground cables, conduits, manholes, including the necessary
sustaining and protecting fixtures, in, under, along and across the following public way or ways:

Shore Road

**Installation of 55' +/- of 2-4" conduit
and one handhole 10161/010**

Wherefore it prays that after due notice and hearing as provided by law, it be granted a location
for and permission to install and maintain underground cables, conduits, and manholes, together
with such sustaining and protecting fixtures as it may find necessary, said underground cables,
conduits, and manholes to be installed substantially in accordance with the plan filed herewith
marked **Plan No. 10004723 November 14, 2022.**

NSTAR ELECTRIC COMPANY (d/b/a Eversource Energy)

By Marissa Jackson
Marissa Jackson -Right of Way, Agent

FORM OF ORDER FOR UNDERGROUND CABLE AND CONDUIT LOCATIONS

IN SELECT BOARD FOR THE TOWN OF TRURO, MASSACHUSETTS

Notice having been given and a public hearing held, as provided by law,

IT IS HEREBY ORDERED:

that the **NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY** be and they are hereby granted a location for and permission to install and maintain underground cables, Conduits and manholes, together with such sustaining or protecting fixtures as said company may deem necessary, in, under, along and across the public way or ways hereinafter referred to, as requested in petition of said company dated the 16th day of November 2022.

All construction under this order shall be in accordance with the following conditions:

Cables, conduits, and manholes shall be installed substantially at the point indicated upon the plan marked **Plan No. 10004723 November 14, 2022** filed with said petition. The following are the public ways or parts of ways under, along and across which the cables above referred to may be installed under this order.

Shore Road

Installation of 55' +/- of 2-4" conduit and one handhole 10161/010

I hereby certify that the foregoing order was adopted at a meeting of the Select Board for the Town of Truro, Massachusetts held on the _____ day of _____ 2022.

Clerk of the Select Board

Massachusetts _____ 2022.
Received and entered in the records of location orders of the Town of _____
Book _____ Page _____.

Attest:

Town Clerk

We hereby certify that on _____ 2022, at _____ o'clock, _____ M,

at _____ a public hearing was held on the petition of the

NSTAR ELECTRIC COMPANY (d/b/a Eversource Energy)

for permission to install and maintain the underground cables, conduits, manholes and fixtures described in the order herewith recorded, and that we mailed at least seven days before said hearing a written notice of the time and place of said hearing to each of the owners of real estate (as determined by the last preceding assessment for taxation) along the ways or parts of ways upon which the Companies are permitted to install underground cables, conduits, manholes and fixtures under said order. And that thereupon said order was duly adopted.

Select Board Town Truro, Massachusetts.

CERTIFICATE

I hereby certify that the foregoing is a true copy of a location order and certificate of hearing with notice adopted by the Select Board of the Town of Truro Massachusetts, on the _____ day of _____, 2022, and recorded with the records of location orders of said Town, Book _____, Page _____.

This certified copy is made under the provisions of Chapter 166 of General Laws and any additions thereto or amendments thereof.

Attest:

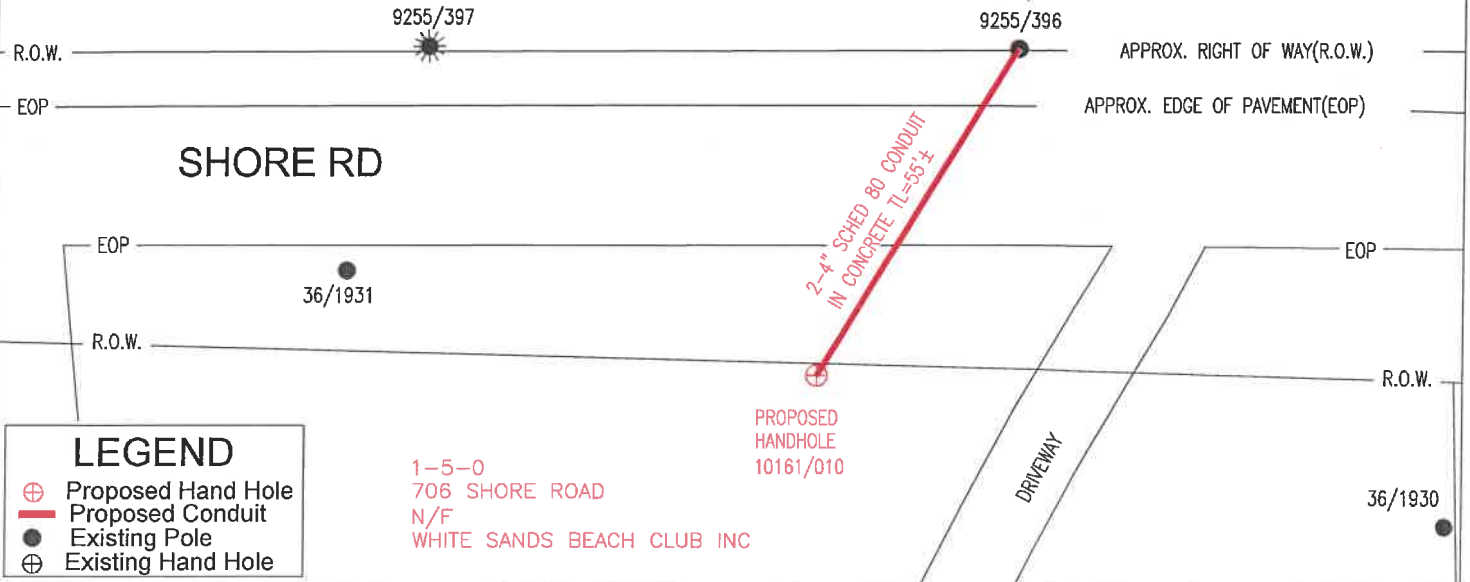
Town Clerk

Plan to accompany petition of EVERSOURCE ENERGY to install Handhole 10161/010 & 55'± of 2-4" conduit under the public way of Shore Road.



1-2-0
695 SHORE ROAD
N/F
SVERID SCOTT R & DEBRA R

APPROX. 8,610'± TO
STOTTS CROSSING



LEGEND

- ⊕ Proposed Hand Hole
- Proposed Conduit
- Existing Pole
- ⊕ Existing Hand Hole

1-5-0
706 SHORE ROAD
N/F
WHITE SANDS BEACH CLUB INC



BY YOUR USE OF THE INFORMATION CONTAINED IN THIS MAP YOU AGREE THAT NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, IS GIVEN WITH RESPECT TO THE INFORMATION. NEITHER NSTAR ELECTRIC COMPANY, NSTAR GAS COMPANY NOR ITS PARTNERS, AFFILIATES, OFFICERS, DIRECTORS, SHAREHOLDERS, EMPLOYEES OR AGENTS (COLLECTIVELY THE "NSTAR GROUP") SHALL BE LIABLE FOR ANY LOSS OR INJURY CAUSED IN WHOLE OR IN PART BY USE OF THIS INFORMATION OR IN RELIANCE UPON IT, TO THE MAXIMUM EXTENT ALLOWED BY LAW. YOU AGREE BY YOUR ACCEPTANCE OF THE INFORMATION TO RELEASE, INDEMNIFY AND HOLD THE NSTAR GROUP HARMLESS FROM ANY SUCH LOSS OR INJURY.

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MASS. LAW
REQUIRES 72 HOURS ADVANCE NOTICE TO UTILITY COMPANIES BEFORE DIGGING BY ANYONE. CALL DIG-SAFE 1-888-344-7233

Plan #	10004723
Ward #	
Work Order #	10004723
Surveyed by:	N/A
Research by:	J/C
Plotted by:	SJ
Proposed Structures:	SJ
Approved:	T THIBAUT
P#	

NSTAR EVERSOURCE
ELECTRIC d/b/a

1165 MASSACHUSETTS AVE, DORCHESTER, MASS. 02125

Plan of	SHORE ROAD
Showing	PROPOSED HANDHOLE AND CONDUIT LOCATION
Scale	1"=20'
Date	NOVEMBER 14, 2022
SHEET	1 of 1



TRURO ASSESSORS OFFICE
PO Box 2012 Truro, MA 02666
Telephone: (508) 214-0921
Fax: (508) 349-5506

Date: November 22, 2022

To: Marissa L. Jackson, Agent for NSTAR Electric Company D/B/A EverSource
Energy

From: Assessors Department

Certified Abutters List: 706 Shore Road (Map 1, Parcel 5)

Select Board Public Hearing

Attached is a combined list of abutters for the property located at 706 Shore Road.

The current owner is White Sands Beach Club, Inc.

The names and addresses of the abutters are as of November 18, 2022 according to the most recent documents received from the Barnstable County Registry of Deeds.

Certified by: _____

Olga Farrell
Assessing Clerk

706 Shore Road
 Map 1, Parcel 5
 Select Board Public Hearing

TOWN OF TRURO, MA
 BOARD OF ASSESSORS
 P.O. BOX 2012, TRURO MA 02666

Custom Abutters List



Key	Parcel ID	Owner	Location	Mailing Street	Mailing City	ST	ZipCd/Country
3	1-2-0-R	SVERID SCOTT R & DEBRA R	695 SHORE RD	PO BOX 537	PROVINCETOWN	MA	02657-0537
5	1-5-0-R	WHITE SANDS BEACH CLUB INC	706 SHORE RD	PO BOX 611	PROVINCETOWN	MA	02657
56	1-6-0-R	SVERID SCOTT R & DEBRA R	696 SHORE RD	PO BOX 537	PROVINCETOWN	MA	02657-0537

[Handwritten Signature]
 11/22/2022 Page 1

19-2-1-1-001-R			DE BEAUVOIR JEANNETTE	PO BOX 326	PROVINCETOWN, MA 02657
19-2-1-1-003-R		BULGER CHERILYN A ET UX	CORINNE LEA BULGER	34 OLD AMHERST RD	SUNDERLAND, MA 01375
19-2-1-1-005-R			SMALES SANDRA L	61 BROAD REACH #M52B	N WEYMOUTH, MA 02191-2280
19-2-1-1-007-R	BALINSKY DAVID A ET AL	ERWIN A SILVERSTEIN	140 CADMAN PLAZA WEST	APT 21F	BROOKLYN, NY 11201
19-2-1-1-009-R		PROVINCETOWN UNIT #9 TRUST	RAYMOND & SANDRA PATA TTEES	25188 MARION AVE UNIT D403	PUNTA GORDA, FL 33950
19-2-1-1-011-R			O'CONNOR SHAUN P	138 ARLINGTON ST	BOSTON, MA 02116-5307
19-2-1-1-059-R		ERING FAMILY TR	CHARLES E ERING JR TTEE	963 COMMERCIAL ST #59	PROVINCETOWN, MA 02657
19-2-1-1-061-R		ERING FAMILY TR	CHARLES E ERING JR TTEE	963 COMMERCIAL ST #59	PROVINCETOWN, MA 02657
19-2-1-1-063-R			QUOC VO LTD PARTNERSHIP	2707 18TH ST	SAN FRANCISCO, CA 94110
19-2-1-2-031-R			BODAK DENISE	36 GREENWOOD AVE	BETHEL, CT 06801
19-2-1-2-035-R			CRANDALL WENDY S	42 WILTWYCK AVE	KINGSTON, NY 12401
19-2-1-2-037-R		PROVINCETOWN UNIT 37 TRUST	RAYMOND PATA JR ET AL TTEES	25188 MARION AVE UNIT D403	PUNTA GORDA, FL 33950
19-2-1-2-039-R		SANSON JEFFREY ADAM ET AL	STEVEN VILAS-BOAS	3 BRADFORD ST	TAUTON, MA 02780-2505
19-2-1-2-041-R		DAYLE H SMITH 2009 REV TR	DAYLE H SMITH TTEE	301 FARRWOOD DR	BRADFORD, MA 01835
19-2-1-2-043-R			MOSS JOHN W	33 APPLETON ST UNIT 3	BOSTON, MA 02116
19-2-1-2-045-R		WILLIAMS GLORIA L ET UX	HEATHER L PIGHETTI	33 SKIPPER LN	WESTFIELD, MA 01085
19-2-1-2-047-R		DANIELS ROBERT A ET UX	MARY T FEELEY	43 RIVER HOLLOW LN	HOUSTON, TX 77027-9401
19-2-1-2-049-R		PROVINCETOWN UNIT 49 TRUST	RAYMOND PATA JR ET AL TTEES	25188 MARION AVE UNIT D403	PUNTA GORDA, FL 33950
19-2-1-2-051-R		DESOUZA ROBERTO M ET UX	KATHRYN T DESOUZA	65 YERXA RD	ARLINGTON, MA 02474
19-2-1-2-053-R		SOLA STEVEN P ET VIR	JEFFREY P NASON	P.O. BOX 229	PROVINCETOWN, MA 02657
19-2-1-2-055-R			BPCSPS JPN LLC	PO BOX 229	PROVINCETOWN, MA 02657
19-2-1-2-057-R			CAUNT JAMES W	140 BRISTON RD	WELLESLEY, MA 02181
19-2-1-3-017-R		RODRIGUES ANTONIO ET UX	SUZANNE V RODRIGUES	20 GELDARD ST	CUMBERLAND, RI 02864
19-2-1-4-019-R		DALE M BAKER TRUST	DALE M BAKER TTEE	59 SANDWICH RD	BOURNE, MA 02532
19-2-1-5-021-R		HICKIE MARY ET AL	ESTHER A KOHN	20 MARTINWOOD RD	JAMAICA PLAIN, MA 02130
19-2-1-6-023-R			MAHER TIMOTHY A	12 HEMPSTEAD AVE APT4S	ROCKVILLE CENTER, NY 11570
19-2-1-7-025-R		PHILLIPS DAVID G ET UX	ELISABETH D CHOJNACKI	144 WHITEWATER ST	OTTAWA, ONTARIO, K2G7A3 CANADA
19-2-1-8-027-R		ERING FAMILY TR	CHARLES E ERING JR TTEE	963 COMMERCIAL ST #59	PROVINCETOWN, MA 02657
19-2-1-9-002-R			POPKO JULIAN S	20 PARKER ST	SPRINGFIELD, MA 01151
19-2-1-A-004-R			POPKO JULIAN S	20 PARKER ST	SPRINGFIELD, MA 01151
19-2-1-B-006-R		WELLS CAROL J ET AL	WILLIAM BROWNE	60 PHILA ST	SARATOGA SPRINGS, NY 12866-3221
19-2-1-C-008-R		LIPPONER TANYA L ET AL	JASON D & JAMES E REMIEN	36 GRENVILLE AVE	PATCHOGUE, NY 11772
19-2-1-D-010-R		PILIERE MICHAEL J ET UX	DONNA MARIE PILIERE	PO BOX 220	WESTTOWN, NY 10998
19-2-1-E-012-R			CANNIZZARO PETER D	300 CENTRAL PARK AVE #B-30	HARTSDALE, NY 10530
19-2-1-F-014-R			GLABETS MIKHAIL	569 WINTHROP ST	MEDFORD, MA 02155
19-2-1-G-016-R		WEICHMAN ROCHELLE ET UX	JO ANN SHARE	45 FAIRMONT AVE	WALTHAM, MA 02453
19-2-1-H-018-R		CONNOLLY MICHAEL C ET UX	ERIKA A CONNOLLY	43 SMITH'S LN	KINGSTON, MA 02364
19-2-1-I-020-R			GANCI CAROL	80 MAPLE HOLLOW RD	NEW HARTFORD, CT 06057
19-2-1-J-022-R		PETERS EDWARD J ET UX	LISA A KEADY	120 PLEASANT ST	MIDDLEBORO, MA 02346
19-2-1-K-024-R			DRAKE WILLIAM W	PO BOX 1145	PROVINCETOWN, MA 02657
19-2-1-L-026-R			WIAFE STANLEY	29 STEEPLECHASE DR	MANCHESTER, CT 06040
19-2-1-M-028-R			SALMON LINDA	127 PINKHAM RD	E SANDWICH, MA 02537
19-2-1-N-030-R			OUR LITTLE SLICE OF HEAVEN LLC	963-U30 COMMERCIAL ST	PROVINCETOWN, MA 02657
19-2-1-O-032-R			POPKO JULIAN S	20 PARKER ST	SPRINGFIELD, MA 01151
19-2-1-P-015-R		THE BEACH BUCKET TR	LYNN A SAUCIER	27 BRAEBURN RD	HYDE PARK, MA 02136
19-2-2-1-001-R		BENT GEORGE W ET UX	LINDA M BENT	3 NOTCH RD	WALPOLE, MA 02081
19-2-2-1-002-R		KELLY MARGARET MARY ET AL	DAMARIZ ROSADO	953-U2 COMMERCIAL ST	PROVINCETOWN, MA 02657
19-2-2-1-003-R		ROSADO DAMARIZ ET AL	MARGARET MARY KELLY	PO BOX 482	PROVINCETOWN, MA 02657-0482
19-2-2-1-004-R			HENNIGAN STEPHEN	140 WAMEGO TRAIL	YUCCA VALLEY, CA 92284
19-2-2-1-005-R			LIVE FULLY LLC	342 A-U1 COMMERCIAL ST	PROVINCETOWN, MA 02657
19-2-2-2-006-R			BEATON REESE	PO BOX 1948	NORTH FALMOUTH, MA 02556
19-2-2-2-007-R			BRADEN JOHN L	PO BOX 1691	PROVINCETOWN, MA 02657
19-2-2-2-008-R		MADEIRA JOHN ET AL	JUNIOR SENAT	51 SAO PAULO DR	E FALMOUTH, MA 02536
19-2-2-2-009-R			TSonos PETER T	176 WAMPANOAG TRAIL	RIVERSIDE, RI 02915
19-2-2-2-010-R		MADEIRA JOHN ET AL	JUNIOR SENAT	51 SAO PAULO DR	E FALMOUTH, MA 02536
19-2-2-2-011-R			TONEY BRUCE C	9 DUNCAN LN	CHATHAM, MA 02633-3149
19-2-2-2-012-R			TONEY BRUCE C	9 DUNCAN LN	CHATHAM, MA 02633-3149
19-2-2-2-013-R			DRAKE WILLIAM W	PO BOX 1145	PROVINCETOWN, MA 02657
19-2-2-2-014-R		LIBER MARK ET AL	ALEXA, MATTHEW & KATHRYN LIBER	953-U14 COMMERCIAL ST	PROVINCETOWN, MA 02657
19-2-2-2-015-R			RILEY NICHOLAS J	12 W CHURCH ST UNIT 102	MANSFIELD, MA 02048
19-2-2-2-016-R		COOK ROBERT H ET UX	SALLY A COOK	42 SETTLERS LN	MARLBORO, MA 01752
19-2-2-2-017-R		COOK ROBERT H ET UX	SALLY A COOK	42 SETTLERS LN	MARLBORO, MA 01752
19-2-3-0-R		MADDEN DEAN ET UX	URSULA HANSTINGL	12 RIP RD	HANOVER, NH 03755
19-2-25-1-001-R			SOPER RONALD J	105 AZALEA DR	NORWOOD, MA 02062
19-2-25-2-002-R			WIAFE STANLEY	29 STEEPLECHASE DR	MANCHESTER, CT 06040
19-2-25-2-003-R			GLENNY MARK G	PO BOX 500	GRANBY, MA 01033
19-2-25-3-004-R			WIAFE STANLEY K	29 STEEPLECHASE DR	MANCHESTER, CT 06040
19-2-25-A-101-R			MARSDEN FRANK S	PO BOX 1663	PROVINCETOWN, MA 02657
19-2-25-A-102-R		SUSAN SHAW & VONDA SHANNON LT	SUSAN SHAW & VONDA LYN SHANNON	38 CAMERON AVE	SOMERVILLE, MA 02144
19-2-25-A-103-R			HITCHINGS CHERYL A	4 LYN CT	MASHPEE, MA 02645
19-2-25-A-204-R		WALTER THOMAS ET AL	JOSEPH F SAMMON III	8 LEONARD CIRCLE	MEDFORD, MA 02155
19-2-25-A-205-R			SUNRISE VACATION HOME LLC	20 MONTROSE ST	SOMERVILLE, MA 02143
19-2-25-A-206-R		CROTEAU JOHN ET AL	DOUGLAS AUDETT	73 PATTON RD	WOONSOCKET, RI 02895
19-2-25-A-307-R			BAKER KAREN	658 FULTON ST	MEDFORD, MA 02155
19-2-25-A-308-R			MCQUAID THOMAS J	962-U8 COMMERCIAL ST	PROVINCETOWN, MA 02657
19-2-25-A-309-R		FINK MARY ET AL	KIM MIMIDES	1405 57th ST S	GULFPORT, FL 33707



TOWN OF TRURO
REMOTE PUBLIC HEARING
EVERSOURCE HEARING

The Truro Select Board will conduct a remote public hearing on a petition from Eversource Energy to install 55' +/- of 2-4" conduit and one handhole 101610/010 for new underground service to the customer located at 706 Shore Road map 1 parcel 5. Hearing will be held on Tuesday, January 10, 2022 at 5:00pm. To provide comment during the meeting please use this link <https://meet.goto.com/456040645> or call in toll-free at 1-877-309-2073 and enter the access code 456-040-645 when prompted.

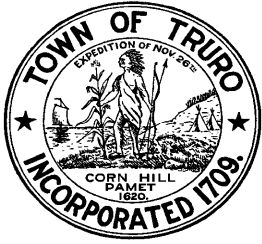
Kristen Reed, Chair
Select Board

TOWN OF TRURO
11:57 AM

NOV 21 2022

RECEIVED
TOWN CLERK

NS



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: January 10, 2023

ITEM: Interview and Possible Appointment of Carl Fink to the Concert Committee

EXPLANATION: Carl Fink has submitted an application to serve on the Concert Committee. The Committee has a vacant, three-year term. The Chair approves this application to serve.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The Concert Committee will continue to be down one member.

SUGGESTED ACTION: *Motion to appoint Carl Fink to the Concert Committee as a full member for a three-year term which will expire June 30, 2025.*

ATTACHMENTS:

1. Application to Serve and Chair's Comments

Truro

Application to Serve on a Board or Committee

Last Name

Fink

First Name

Carl

RCVD 2022DEC15 PM12:31

Middle Initial

ADMINISTRATIVE OFFICE

TOWN OF TRURO

Email Address

Phone Number

Address (Street)

7 Erlinda Rd

Address (City)

Truro

Address (State)

MA

Address (Zip Code)

02666

Mailing Address (Please indicate box number and zip code)

PO Box 985 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?

Concert Committee

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

I've been consulting with the committee on stage lighting and would like to be actively involved and hands-on in supporting the summer concerts. I believe the concerts improve the life of residents and visitors alike.

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.

Habitat for Humanity Volunteer web site development for Cape non-profit

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.

Some prior experience with stage lighting, sound, IT technical support, etc.

Signature

Carl Fink

Date

Dec 15, 2022

Noelle Scoullar

From: PATRICIA WHEELER
Sent: Sunday, December 18, 2022 4:31 PM
To: Noelle Scoullar
Subject: Carl Fink application for the Truro Concert Committee

Dear Noelle,

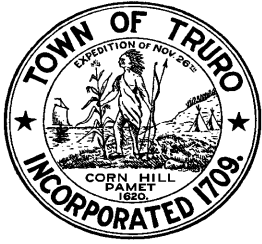
I have reviewed Carl Fink's application for Concert Committee membership. It is my pleasure to highly recommend that Carl Fink be confirmed by the Truro Select Board.

He initially approached a Committee member after a concert last summer offering to help us with our existing lighting problems. Since then he has used his extraordinary skills to research lighting systems and to prepare very professional presentations for our committee. He is well informed, thorough, and patient in explaining the implementation and cost analysis for budgeting purposes to our Committee. He is generous with his time and has voiced plans to attend most if not all of our 2023 performances. His functional knowledge will be a great benefit to the Concert Committee at a time when we hope to be working with newly installed lighting.

Carl also seems a very good fit in terms of working closely with our existing members. He has a very pleasant engaging personality. He believes in the mission of the Concert Committee, the value of the summer concerts to enrich our community. We, the Concert Committee, look forward to working with Carl.

Sincerely,
Patricia Wheeler, Chair
Truro Concert Committee

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: January 10, 2023

ITEM: Presentation on Childcare Voucher Program

EXPLANATION: Cassie Boyd-Marsh, of Bailey Boyd Associates, will provide a brief report on the Childcare Voucher Program. Bailey Boyd Associates was contracted to serve as the Program Administrator for the program, which was established in its initial form at the 2021 Annual Town Meeting. The current iteration of the program was established at the 2022 Annual Town Meeting in Articles 7A and 7B. Ms. Boyd-Marsh will provide any recommendations she has for program improvements that could be considered in a future Town Meeting Article.

This presentation assists the Board in FY2023 Select Board Goals & Objectives, Objective 4 “The Select Board will review the efficacy of and the participation in the childcare voucher program by November 30, 2022 and will make recommendations for the 2023 Annual Town Meeting and the FY2024 budget process By December 31, 2022.”

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: N/A

SUGGESTED ACTION: Presentation and Discussion only. The Board may wish to discuss next steps/ future direction of the Childcare Voucher Program.

ATTACHMENTS:

1. Childcare Voucher Program Report



TO: Truro Select Board
FROM: Cassie Boyd Marsh, Bailey Boyd Associates, Inc.
DATE: January 4, 2023
RE: Truro Childcare Voucher Program Report

The second year of Truro’s Childcare Voucher program has been operating since September and is successfully funding qualified families through the expanded program parameters.

Expanding the program, from only 2-year-olds last year to 0-4 now, and also including families who work for businesses based in Truro, has increased access dramatically and has been well received by local families & childcare providers.

We’re currently in Phase I of the program, which ends on February 28th. Approved families were allocated half of the maximum award (\$3,750) for this period, and if re-verified for Phase II will be allocated the second half for a total of \$7,500 per year. Payment is made directly to the childcare provider, as reimbursement for the previous month’s childcare costs.

The application window will open again for Phase II this winter, allowing new families another opportunity to apply.

The benefits of this program are wide-ranging. From the reduced financial burden on families, the support of local childcare providers after a challenging few years navigating Covid, and the wide-ranging draw to Truro for residents, town staff, and local businesses. This program emphasizes that Truro values local families and is committed to their well-being.

APPLICATIONS

Applied	Approved	Pending	Approved Residents	Approved Town Employees	Approved-Employed in Truro
21	18	1	9	8	1

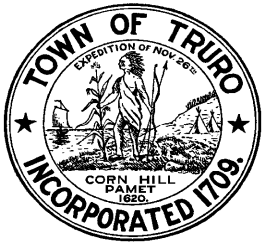
FUNDING

For residents & Town of Truro Employees

Total \$ Allocated	\$ Billed to Date	\$ Remaining	# Providers
\$63,750	\$40,290	\$23,460	10

Applicants Employed in the Town of Truro

Total \$ Allocated	\$ Billed to Date	\$ Remaining	# Providers
\$3,750	\$1,450	2,300	1



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Town Clerk

REQUESTOR: Kaci Fullerton, Town Clerk

REQUESTED MEETING DATE: January 10, 2023

ITEM: Discussion and Possible Vote on Proposed Increased Town Clerk Fees

EXPLANATION: Fees for the Town Clerk's services have been unchanged for decades. The fees for services such as certifying vital records, dog licenses, and marriage licenses have now become significantly disproportioned to time/resources and are comparatively disproportionate to neighboring towns as researched in December 2022. The Town Clerk recommends increasing specific fees as specified on the attached document to reflect the cost of staff time required to process and to improve the economic sustainability of providing such services out of the Town Clerk's office. The attached documents provides a comparable fee schedule with Provincetown, Wellfleet, Eastham and Orleans and recommendations for increases in Truro.

FINANCIAL SOURCE (IF APPLICABLE): All receipts are deposited into the General Fund in their respective revenue accounts.

IMPACT IF NOT APPROVED: Current fees will continue to be in effect.

SUGGESTED ACTION: *Motion to approve proposed increased fees for the Town Clerk's Office as recommended.*

ATTACHMENTS:

1. Recommended Fee Schedule adjustment for the Town Clerk's Fees

Town Clerk Fee Schedule Recommendations

Fee	Current Amount	Recommended Amount	Change (\$)	Provincetown	Wellfleet	Eastham	Orleans
Certified Copy - Vitals	\$5.00	\$10.00	\$5.00	\$10.00	\$10.00	\$10.00	\$10.00
Marriage Application	\$10.00	\$30.00	\$20.00	\$30.00	\$30.00	\$30.00	\$40.00
Dog License - Spay/Neu	\$3.00	\$5.00	\$2.00	\$6.00	\$5.00	\$10.00	\$10.00
Dog License - Intact	\$6.00 (female only)	\$10.00	\$4.00	\$20.00	\$10.00	\$15.00	\$15.00
Dog License - Late Fee	No Fee	\$10	\$10.00			\$50.00	\$5-25
Business Certificate	\$10.00	\$20	\$10.00	\$40.00	\$20.00	\$100.00**	\$30.00
Raffle	\$10.00	\$10	\$0	\$20.00		\$10.00	\$15.00
*Expedite Fee	No Fee	\$5.00	\$5.00				

*Expedite Fee would be fees for same day/delivery request for vital records

**Adjusted \$50.00 for 2 years to match the standard 4 year DBA cost.

Above Truro Fee
No Change
Lower Fee than Truro

Potential Revenue Increase based on last year

Fee	Recommended Amount	Project Rev	Previous Rev
Certified Copy - Vitals	\$10.00	\$2,910.00	\$1,455.00
Marriage Application	\$30.00	\$660.00	\$220.00
Dog License - Spay/Neu	\$5.00	\$940.00	\$771.00
Dog License - Intact	\$10.00	-	-
Dog License - Late Fee	\$10	-	-
Business Certificate	\$20	\$320	\$160
Raffle	\$10	\$20	\$20
*Expedite Fee	\$5.00		-
Total		\$4,850.00	\$2,626.00

1



TOWN OF TRURO

Select Board Agenda Item

BOARD/COMMITTEE/COMMISSION: Select Board

REQUESTOR: Kristen Reed, Select Board Chair

REQUESTED MEETING DATE: January 10, 2023

ITEM: Discussion and Possible Vote on Housing Production Plan

EXPLANATION: Members of the Select Board, Planning Board, Truro Housing Authority and Conservation Commission attended a presentation of the draft Housing Production Plan (HPP) on December 5, 2022. Each Massachusetts town must create a Housing Production Plan, a community's proactive strategy for planning and developing affordable housing. Through a HPP a community: 1) creates a strategy to enable it to meet its affordable housing needs in a manner consistent with the Chapter 40B statute and regulations, and 2) produces housing units in accordance with the HPP.

The HPP regulation is contained in 760 CMR 56.03(4). The approval process is identified in 760 CMR 56.03(4)(e)

(e) Review and Approval of Housing Production Plans. A HPP shall be adopted by the municipality's planning board, its conservation commission, and its select board or city council, following which the Chief Executive Officer may submit the HPP to the Department for its approval. The Department shall conduct an initial 30-day completeness review, and it will notify the municipality of any deficiency and offer an opportunity to remedy the deficiency. Within 90 days after the Department's finding that the HPP is complete, the Department shall approve the HPP if it meets the requirements specified herein; otherwise, it shall disapprove the HPP. The Department shall notify the municipality of its decision to either approve or disapprove a HPP in writing. If the Department disapproves a HPP, the notification shall include a statement of reasons for the disapproval. If the Department fails to mail notice of approval or disapproval of a HPP within 90 days after its receipt, it shall be deemed to be approved. A municipality that originally submitted a HPP that had been disapproved may submit a new or revised HPP to the Department at any time.

A municipality may amend its HPP from time to time if the Department approves the amendment upon the finding that the amended HPP meets the requirements of 760 CMR 56.03(4). The Department shall have the discretion to require the full 90-day review process for a major amendment to a HPP. A HPP shall be updated and renewed within five years of the date of its approval by the Department, through the full 90-day review process set forth above, or as the Department may otherwise require. The Department may, at its sole discretion, elect to treat a major amendment as a renewed HPP.

This agenda item will serve as an opportunity for the Board to discuss the December 5, 2022 presentation of the draft Housing Production Plan and to discuss a timeline for the Board's adoption of the Plan.

FINANCIAL SOURCE (IF APPLICABLE): The hiring of the consultant to create the HPP was paid for with funds from the Truro Housing Trust Fund.

IMPACT IF NOT APPROVED: The Town will not be able to add any new housing to its SHI or have a plan to guide its creation of housing that it vital to Truro's future.

SUGGESTED ACTION: *Discussion only.*

ATTACHMENTS:

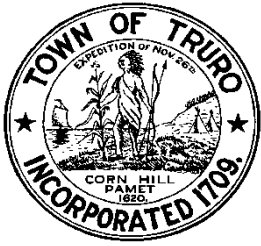
Linked: Housing Production Plan and Executive Summary

Housing Production Plan:

https://www.dropbox.com/sh/k3dwrofiptx8vnx/AABt_IQZzGwYwwvaV0lzvy4qa?dl=0&preview=Truro_HPP_Draft_111722clean.pdf

Executive Summary

https://www.dropbox.com/sh/k3dwrofiptx8vnx/AABt_IQZzGwYwwvaV0lzvy4qa?dl=0&preview=Truro_HPP_ExecutiveSummary_111722.pdf



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration/Licensing

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: January 10, 2023

ITEM: Review and Approval of the 2022 ABCC (Alcoholic Beverages Control Commission) Annual Report

EXPLANATION: In accordance with Chapter 138 § 10A of the Massachusetts General Laws, every city and town in the Commonwealth that issues retail alcohol licenses must submit an Annual Report for Alcoholic Beverage Licenses issued from their respective towns including the total numbers of licenses, fees, revenue generated and notice of any violations.

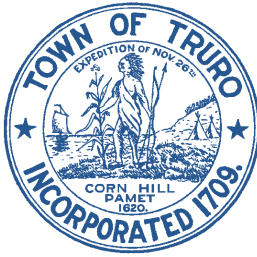
FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: There will be no report submitted from Truro. In accordance with MGL, the report must be submitted to the State prior to the February 15, 2023.

SUGGESTED ACTION: *MOTION TO approve the 2022 Annual Alcoholic Beverages Control Commission report for submission to the State.*

ATTACHMENTS:

1. 2022 Annual ABCC Report from Truro
2. ABCC Annual Report Memo



TOWN OF TRURO

Licensing Department

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

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

January 10, 2023

The Alcoholic Beverage Control Commission

ATT: Patricia Hathaway
Licensing Supervisor
95 Fourth Street
Suite 3
Chelsea, MA 02150

In accordance with Chapter 138 § 10A of the Massachusetts General Laws, we submit our 2022 Annual Report for Alcoholic Beverage Licenses issued in the Town of Truro:

Annual Report for 2022

<u>Class of Licenses</u>	<u>Number Issued</u>	<u>Fee set</u>	<u>Revenue Collected</u>
All Alcoholic Beverages - Restaurants			
Annual <i>Montano's Restaurant</i>	1	\$1,650.00	\$1,650.00
Seasonal <i>Blackfish, Highland Light Café, Terra Luna, Top Mast Café, Whitman House, Captains Choice</i>	6	\$1,650.00	<u>\$9,900.00</u>
			\$11,550.00
All Alcoholic Beverages - Package Stores			
Annual <i>Pamet Valley</i>	1	\$1,650.00	\$1,650.00
Seasonal <i>Salty Market, Fullers, Days Market</i>	3	\$1,650.00	<u>\$4,950.00</u>
			\$6,600.00
All Alcoholic Beverages – General on Premises			
Annual <i>None</i>	0	\$1,650.00	\$0.00
Seasonal <i>Beach Point Health and Swim Club</i>	1	\$1,650.00	<u>\$1650.00</u>
			\$1650.00
Wine & Malt – General on Premises			
Annual <i>None</i>	0	\$1,350.00	\$0.00
Seasonal <i>Payomet</i>	1	\$1,350.00	<u>\$1,350.00</u>
			\$1,350.00
Wine & Malt - Restaurants			
Annual <i>Chequessett Chocolate</i>	1	\$1,350.00	\$1,350.00
Seasonal <i>Avenue D</i>	1	\$1,350.00	<u>\$1,350.00</u>
			\$2,700.00
Wine & Malt - Package Stores			
Annual <i>None</i>	0	\$1,350.00	\$0.00
Seasonal <i>Jams</i>	2	\$1,350.00	<u>\$2,700.00</u>
			\$2,700.00

Class of Licenses	Number Issued	Fee set	Revenue Collected
Club	0	\$200.00	\$0.00
Farm Winery Pouring License	1	\$200.00	\$200.00
Farm Distillery Pouring License	1	\$400.00	\$400.00
			\$600.00

(Truro Vineyards of Cape Cod)

Special (One Day) All Alcoholic Beverages:	1	\$75.00	\$75.00*
*The Local Authorities waive a portion of the fee for non-profit organizations that benefit its citizens, either educationally or culturally.			
Special (One Day) Wine and Malt:	10	\$50.00	\$500.00*
*The Local Authorities waive a portion of the fee for non-profit organizations that benefit its citizens, either educationally or culturally.			
Special (One Day) Wine Only:	2	\$50.00	\$100.00*
*The Local Authorities waive a portion of the fee for non-profit organizations that benefit its citizens, either educationally or culturally.			
Farmers' Market License	0	\$25.00	\$0.00
			\$675.00

Total Revenue **\$27,825.00**

There were no violations in 2022.

Kristen Reed, Chair

Robert Weinstein, Vice-Chair

John Dundas, Clerk

Susan Areson

Stephanie Rein
Select Board/Local Licensing Authorities
Town of Truro



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

Jean M. Lorizio, Esq.
Chairman

To: Town Administrator/Local Licensing Authority
From: Alcoholic Beverages Control Commission
Date: December 9, 2022

RE: ANNUAL REPORT for Calendar Year 2022

Dear Town Administrator/Local Licensing Authority:

I would like to offer a reminder to you that your annual report to the Alcoholic Beverages Control Commission ("ABCC").

As you know, state law requires each local licensing authority to file with the ABCC an annual report on or before February 15th that follows the conclusion of the calendar/license year. The contents of this report are specified in the state law, M.G.L. Ch. 138 § 10A, which requires you to file this report.

Your annual report must contain only the following:

- 1) The **number of licensees** of each class granted;
- 2) The **established schedule of fees** for all classes of liquor licenses;
- 3) The **revenue generated** from these licenses;
- 4) A **list of all violations** of the law by licensees, which came to your attention; and
- 5) Your **actions and findings** regarding those violations.

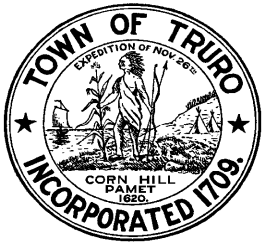
The ABCC reviews these reports to assist in fulfilling its function of reporting on the conduct and condition of traffic in alcoholic beverages during the calendar year, developing recommendations for legislation that may be necessary or desirable for the better regulation and control of the traffic in alcoholic beverages and for the promotion of temperance in the use of alcoholic beverages.

To this end, your attention and cooperation in filing your annual reports on time is greatly appreciated. **Reports should be received on or before February 15, 2023. If you do not file your report, you will not be in compliance with the law.**

Respectfully yours,

Ralph Sacramone
Executive Director

**Please note you may submit your report by email to: phathaway@re.state.ma.us ; by facsimile to 617-727-1510; or by mail to the Alcoholic Beverages Control Commission, 95 Fourth Street, Suite 3, Chelsea, MA 02150, to the attention of Patricia Hathaway.*



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: January 10, 2023

ITEM: Approval of 2023 Seasonal/Annual License Renewals: North of Highland Camping Area (52 Head of Meadow) and Box Lunch Truro (300 Route 6)

EXPLANATION: North of Highland Camping Area seasonal license renewal application for a Transient Vendor License and Box Lunch Truro annual renewal application for a Common Victualer with supporting documentation are before the Select Board for review and approval as the Local Licensing Authority. There were no reported issues with these establishments in 2022. If you approve these for renewal, the licenses will be issued only upon compliance with all regulations and upon receipt of the necessary documents and fees.

Mass General Law	Licenses & Permits Issued by Select Board	Names of Businesses
Chapter 101 §2	Transient Vendor (Seasonal Retail Store)	North of Highland Camping Area
Chapter 140 §2	Common Victualer (Cooking, Preparing and Serving food)	Box Lunch Truro

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

SUGGESTED ACTION: MOTION TO approve a 2023 Seasonal North of Highland Camping Area Transient Vendor License and a 2023 Annual Common Victualer License for Box Lunch Truro upon compliance with all regulations and receipt of the necessary documents and fees.

ATTACHMENTS:

1. Renewal Application for 2023: North of Highland Camping Area
2. Renewal Application for 2023: Box Lunch Truro



HEALTH DEPARTMENT
TOWN OF TRURO

DEC 15 2022

TOWN OF TRURO

PO Box 2030, Truro MA 02666

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

RECEIVED BY

PAID
3859

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

Section 1 – License Type & Hours of Operation

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

New Renewal

FACILITY: # UNITS

HOURS OF OPERATION:

Motel-\$50 _____

Annual Seasonal

Cottage Colony-\$50 _____

Opening Date: 05/26/2023

Condominium-\$50 _____

Closing Date: 09/11/2023

Campground-\$50 237

Days of the Week Open: ALL

Lodging-\$50 _____

Transient Vendor-\$75 PD (13)

Gas Station-\$25 (Please submit your Service Station Compliance Form & Third Part Underground Storage Tank Inspection Report (FP 289))

Section 2 – Business Information

Federal Employers Identification Number (FEIN/SS) _____

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

GREGORY S. CURRIER & BRANDON T. CURRIER
Owner Name

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

508-487-1191 _____
Business Phone Number Business E-Mail Address

Section 3 - MANAGER INFORMATION

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

Name of Onsite Manager:

Name: BRANDON T CURRIER Unit Number: 52 HEAD OF MEADOW RD

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

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

Brandon Currier

Manager's Signature (REQUIRED)

Name of Offsite Manager:

Name: _____ Business Name: _____

Business Address: _____

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

Manager's Signature (REQUIRED)

Name of Co- Manager:

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

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

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

Gregory S. Currier

Co-Manager's Signature (REQUIRED)

Section 4 - ATTESTATION

Pursuant to M.G. L. Ch. 62C, sec. 49A, I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid all local state taxes required under law and the information I have provided is true and accurate. Any misstatement in this application, or violation of state or applicable town bylaws or regulations, shall be considered sufficient cause for refusal, suspension or revocation of the license.

Gregory S. Currier

Signature of Applicant

GREGORY S. CURRIER

Print Name

10-17-2022

Date

Additional Applications & Documentation

REQUIRED FOR ALL MOTELS, COTTAGE COLONIES, CONDOMINIUMS & CAMPGROUNDS

- Smoke detector/CO detector/fire protection certification
- IF YOU HAVE EMPLOYEES- Workers Compensation Affidavit & Certificate of Insurance
- IF YOU DO NOT HAVE EMPLOYEES- Workers Compensation Affidavit

ADDITIONAL (SEPARATE) APPLICATIONS THAT MAY PERTAIN TO YOUR OPERATION

- Application for Pool or Hot Tub Permit
- Application to Name a Manager
- Entertainment License
- Application to sell Tobacco
- Application for Food Service Permit
- Business certificate with the clerk's office
- Septic System Inspection Report (submitted every 3 years)



The Commonwealth of Massachusetts
 Department of Industrial Accidents
 1 Congress Street, Suite 100
 Boston, MA 02114-2017

www.mass.gov/dia

Workers' Compensation Insurance Affidavit: General Businesses.
 TO BE FILED WITH THE PERMITTING AUTHORITY.

Applicant Information

Please Print Legibly

Business/Organization Name: NORTH OF HIGHLAND CAMPING AREA LLC

Address: 52 HEAD OF THE MEADOW ROAD

City/State/Zip: NORTH TRURO, MA 02652 Phone #: 508-487-1191

Are you an employer? Check the appropriate box:

- 1. I am an employer with 14 employees (full and/or part-time).*
- 2. I am a sole proprietor or partnership and have no employees working for me in any capacity. [No workers' comp. insurance required]
- 3. We are a corporation and its officers have exercised their right of exemption per c. 152, §1(4), and we have no employees. [No workers' comp. insurance required]**
- 4. We are a non-profit organization, staffed by volunteers, with no employees. [No workers' comp. insurance req.]

Business Type (required):

- 5. Retail
- 6. Restaurant/Bar/Eating Establishment
- 7. Office and/or Sales (incl. real estate, auto, etc.)
- 8. Non-profit
- 9. Entertainment
- 10. Manufacturing
- 11. Health Care
- 12. Other CAMPGROUND

*Any applicant that checks box #1 must also fill out the section below showing their workers' compensation policy information.

**If the corporate officers have exempted themselves, but the corporation has other employees, a workers' compensation policy is required and such an organization should check box #1.

I am an employer that is providing workers' compensation insurance for my employees. Below is the policy information.

Insurance Company Name: Markel Insurance Company

Insurer's Address: 4521 Highwoods Parkway

City/State/Zip: Glen Allen, VA 23060

Policy # or Self-ins. Lic. [REDACTED] Expiration Date: 1/1/2024

Attach a copy of the workers' compensation policy declaration page (showing the policy number and expiration date).

Failure to secure coverage as required under Section 25A of MGL c. 152 can lead to the imposition of criminal penalties of a fine up to \$1,500.00 and/or one-year imprisonment, as well as civil penalties in the form of a STOP WORK ORDER and a fine of up to \$250.00 a day against the violator. Be advised that a copy of this statement may be forwarded to the Office of Investigations of the DIA for insurance coverage verification.

I do hereby certify, under the pains and penalties of perjury that the information provided above is true and correct.

Signature: [Signature]

Date: 10-17-2022

Phone #: Cell: [REDACTED]

IN SEASON OFFICE : 508-487-1191

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

City or Town: _____ Permit/License # _____

Issuing Authority (circle one):

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

Contact Person: _____ Phone #: _____



TOWN OF TRURO

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

TAX STATUS REQUEST FOR LICENSING

Date Jan. 03, 2023

Request is coming from the Selectmen's Office

Owner's Name Stephen Currier

Business Name North of Highland Camping Area

Business Address 52¹⁵³ Head of the Meadow Rd.

Map and Parcel 33-32 / 33-31

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



Tax Collector's Signature

Jan. 03, 2022

Date



Town of Truro Board of Health

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

APPLICATION FOR FOOD SERVICE - COMMON VICTUALER

Name of Business: JCG, LLC Box Lunch Truro

New Renewal/No Changes (Skip to Section 3)

FOOD 2023JAN3 PM3:25

Section 1 - License Type

Type of License: Food Service Common Victualer (\$50)

ADMINISTRATIVE OFFICE

TOWN OF TRURO

Type of Food Service Establishment:

- Food Service (restaurant or take out)/ \$75
- Retail Food (commercially prepared foods)/\$15
- Residential Kitchen \$25
- Bed & Breakfast w/Continental Breakfast
- Catering/ \$50
- Manufacturer of Ice Cream/Frozen Dessert / \$10
- Bakery \$10

Section 2 - Business/Owner/Manager Information

Federal Employers Identification Number (FEIN/SS) _____

Business Name: Box Lunch - Truro

Owner Name: Julie Grande Email Address: boxlunchptown@gmail.com

Mailing Address: 355 Commercial St #4 02657

Phone No: 508-487-4545

Section 3 - Business Operation Details

Number of Seats: Inside: 0 Outside: _____ Number of Employees: 4/5 Winter
8/10 Summer Season

Length of Permit: Annual Seasonal Operation

Hours of Operation: 7 To 5 (7 to 7 during Summer Season)

Days Closed Excluding Holidays: _____

If Seasonal: Approximate Dates of Operation: ___/___/___ To ___/___/___

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

Name: Julie Grande Email Address: boxlunchptown@gmail.com

Mailing Address: 355 Commercial St #4 02657

Phone No: 508-487-6026 24 Hour Emergency: _____

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

Frank Grande Julie Grande Monica Banas

Allergen Awareness Certification (attach copy):

Frank Grande Julie Grande

Has your menu changed from last year? Yes No

If yes please attach copy of menu or provide description of food to be prepared and sold:

Section 4 - Attestation

Attestation

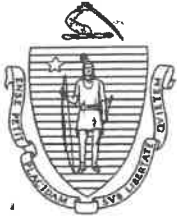
I, the undersigned, attest to the accuracy of the information provided in this application and further agree to allow the regulatory authority access to the food service establishment as specified under § 8-402.11. I affirm that the food establishment operation will comply with 105 CMR 590.000, Truro Board of Health Regulation Section X, Food Service Regulations and all other applicable laws. Pursuant to MGL Ch. 62C § 49A, I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid state and local taxes required by law.

[Redacted] J Grande Date: 12/28/2022

Application Checklist:

- Food Service Permit Application
- Smoke Detector/Fire Protection Certification
- Workers Compensation Affidavit/Certificate of Insurance
- Copy of Inspection of Kitchen Equipment: Commercial Hood and Ventilation System Report
- Copy of Service report of mechanical washing equipment (Dishwasher)
- Copy of ServSafe Certification and Allergy Awareness
- Copy of Choke Saver (for food service establishment w/seating capacity of 25 or more)

FOR HEALTH DEPARTMENT USE ONLY	
Comments: _____	
Review by _____	Date _____



The Commonwealth of Massachusetts
 Department of Industrial Accidents
 1 Congress Street, Suite 100
 Boston, MA 02114-2017
 www.mass.gov/dia

Workers' Compensation Insurance Affidavit: General Businesses.
 TO BE FILED WITH THE PERMITTING AUTHORITY.

Applicant Information

Please Print Legibly

Business/Organization Name: JCG, LLC Box Lunch Truro
 Address: 300 Rt 4 Truro, Mass
 City/State/Zip: Truro, MA Phone #: _____

Are you an employer? Check the appropriate box:

- 1. I am an employer with 5-6 employees (full and/or part-time).*
- 2. I am a sole proprietor or partnership and have no employees working for me in any capacity. [No workers' comp. insurance required]
- 3. We are a corporation and its officers have exercised their right of exemption per c. 152, §1(4), and we have no employees. [No workers' comp. insurance required]**
- 4. We are a non-profit organization, staffed by volunteers, with no employees. [No workers' comp. insurance req.]

Business Type (required):

- 5. Retail
- 6. Restaurant/Bar/Eating Establishment
- 7. Office and/or Sales (incl. real estate, auto, etc.)
- 8. Non-profit
- 9. Entertainment
- 10. Manufacturing
- 11. Health Care
- 12. Other _____

*Any applicant that checks box #1 must also fill out the section below showing their workers' compensation policy information.

**If the corporate officers have exempted themselves, but the corporation has other employees, a workers' compensation policy is required and such an organization should check box #1.

I am an employer that is providing workers' compensation insurance for my employees. Below is the policy information.

Insurance Company Name: _____

Insurer's Address: _____

City/State/Zip: _____

Policy # or Self-ins. Lic. # _____ Expiration Date: _____

Attach a copy of the workers' compensation policy declaration page (showing the policy number and expiration date).

Failure to secure coverage as required under Section 25A of MGL c. 152 can lead to the imposition of criminal penalties of a fine up to \$1,500.00 and/or one-year imprisonment, as well as civil penalties in the form of a STOP WORK ORDER and a fine of up to \$250.00 a day against the violator. Be advised that a copy of this statement may be forwarded to the Office of Investigations of the DIA for insurance coverage verification.

I do hereby certify, under the pains and penalties of perjury that the information provided above is true and correct.

Signature: J Grande Date: 1/3/2022

Phone #: Cell: 203-948-1046

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

City or Town: _____ Permit/License # _____

Issuing Authority (circle one):

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

Contact Person: _____ Phone #: _____

ServSafe
National Restaurant Association

ServSafe® CERTIFICATION

FRANK GRANDE

for successfully completing the standards set forth for the ServSafe® Food Protection Manager Certification Examination, which is accredited by the American National Standards Institute (ANSI)-Conference for Food Protection (CFP).

21830052
CERTIFICATE NUMBER

10774
EXAM FORM NUMBER

2/8/2022
DATE OF EXAMINATION

2/8/2027
DATE OF EXPIRATION

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



#0655

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



In accordance with Model Food Code, 2013, American National Standards Institute, Inc. (ANSI) Standard Z39-18, 2013.

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

ServSafe
National Restaurant Association

ServSafe® CERTIFICATION

JULIE GRANDE

for successfully completing the standards set forth for the ServSafe® Food Protection Manager Certification Examination, which is accredited by the American National Standards Institute (ANSI)-Conference for Food Protection (CFP).

21088053
CERTIFICATE NUMBER


10774
EXAM FORM NUMBER

2/8/2022
DATE OF EXAMINATION
Local laws apply. Check with your local regulatory agency for recertification requirements.

2/8/2027
DATE OF EXPIRATION



#0655


Sherman Brown
Executive Vice President, National Restaurant Association Solutions



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

ServSafe
National Restaurant Association

ServSafe® CERTIFICATION

MONICA BANAS

for successfully completing the standards set forth for the ServSafe® Food Protection Manager Certification Examination, which is accredited by the American National Standards Institute (ANSI)-Conference for Food Protection (CFP).

20604124

CERTIFICATE NUMBER

10752

EXAM FORM NUMBER

5/25/2021

DATE OF EXAMINATION

5/25/2026

DATE OF EXPIRATION

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



#0655

Sherman Brown
Executive Vice President, National Restaurant Association Solutions



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



Your Local Distributor of Quality and Service

P.O. Box 91

20 Province Road

Provincetown, MA 02657

Order Line : (508)487-3627

Fax Line : (508)487-3663

Email orders : orders@jeproduce.com

To whom it may concern,

This letter is to confirm that JCG, LLC d/b/a Box Lunch in Truro is a current and longtime customer of ours and that we will be supplying their bottled water for the upcoming 2023 season.

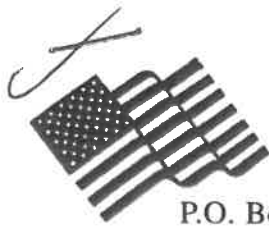
Sincerely,

Robert A. Enos II

Robert A. Enos II

C.E.O.

J&E Fruit and Produce, Inc.



CLEAN SWEEP

North and South

Specializing in Hood & Duct Cleaning

P.O. Box 649 • South Yarmouth, MA 02664 • (508) 778-7222 • (508) 394-8322

SS AM AG

3 PM
Wed

Name <u>Box Lunch</u>		Date <u>DEC 01</u> 20 <u>22</u>			
Address <u>300 Hillside/Rt 6 Truro</u>		Cust. Or No.			
Del. To <u>Frank/Julie</u>		Via <u>508 487 4545</u>			
SOLD BY	CASH	C.O.D.	CHARGE	ON ACCT.	PAID OUT
		<u>XXX</u>			
QUAN	DESCRIPTION	PRICE	AMOUNT		
<u>571CKEN</u> <u>#</u> <u>HQZ</u>	Pressure wash and degrease the kitchen exhaust system per section 96 of the N.F.P.A. code. <i>Filters not included</i> <u>make check to Steve Rafuse</u>	<u>\$315</u>			
	Next cleaning due <u>June 2023</u>	TAX			
		TOTAL	<u>\$315</u>		
All claims and returned goods MUST be accompanied by this bill.			Rec'd by		

Select Board Meeting Minutes

December 13, 2022, Budget Task Force Meeting

Via GoToMeeting Platform

Select Board Members Present: Kristen Reed-Chair, Susan Areson-Member, Stephanie Rein-Member

Select Board Members Absent: Robert Weinstein-Vice Chair, John Dundas-Clerk

Others Present: Darrin Tangeman-Town Manager, Kelly Clark-Assistant Town Manager, Chief of Police Jamie Calise, Police Administrative Assistant Michelle Thomas, Alex Lessin-Finance Director, Trudi Brazil-Town Accountant, Stephanie Costigan-School Superintendent

Chair Reed called the meeting to order at 8:30 am and noted no members of the Finance Committee were present.

Discuss/Review FY2024 Budget for the Police Department

Chair Reed recognized Chief Calise who presented a narrative summary for the Truro Police Department's 2024 fiscal year budget. Chief Calise briefly discussed the challenges for the department. In preparing his budget, Chief Calise focused on costs and inflation, best practices, legal requirements, and finally, recruitment and staffing. Chief Calise noted there were increases in lab fees and medical physicals for police officers, an increase in supplies to include fuel (\$4.50/gal.) and routine maintenance for vehicles. There has been a push throughout the Commonwealth for officers to wear body cameras. The Truro Police Department was successful in receiving a grant to purchase body cameras, associated equipment, and hardware. The grant did not cover the expense of maintenance costs and extended warranties which would cost approximately \$7,800 per year as reflected in the budget request.

Upon the completion of Chief Calise's presentation, Members asked Chief Calise about projected overtime, the impact of overtime costs with the hiring of one additional police officer, the establishment of a police academy on Cape Cod or access to a police academy closer to Truro, the challenges with recruiting and hiring new police officers, and the budget request for a School Resource Officer (SRO) at Truro Elementary School.

Chief Calise commented that it would take approximately 9 months from date of hire (background checks, preparation to attend the police academy, attend/graduate from the academy, and complete field training) for a police officer to fully serve on patrol. Chief Calise noted that the recruitment of police officers is currently the most challenging that he has seen in his 25-year law enforcement career. Chief Calise noted that Truro is now in competition with Provincetown for new police officers as Provincetown has now raised its top step to \$85,000 for a police officer and Truro's top step was \$70,000. Chief Calise hoped that the Budget Task Force would take this into account when reviewing the requested FY2024 budget.

Chief Calise noted that the Plymouth Police Academy is currently meeting the needs of the Truro Police Department's newly hired officers who require police academy training.

Chief Calise discussed the new Police Reform Bill and the impacts such as the removal of reserve and special police officers, police officer recertification requirements and timelines, work history information, internal investigations conducted, and training requirements.

A member of the public asked Chief Calise if the department is currently at full headcount and Chief Calise stated that the department was at full headcount at the beginning of the fall but that was no longer the case. The department recently had one retirement, one resignation, and one transfer to another department. Chief Calise noted that Provincetown has expanded to 21 police officers and Wellfleet has expanded to 18 police officers.

Chief Calise addressed the challenges of recruiting new police officers to Truro. Chief Calise briefly mentioned that a compensation analysis is currently underway, the aggressive expansion of marketing and advertising to draw qualified applicants, and the cost of housing in Truro makes it unaffordable to live for most police officers and their families.

Chief Calise described the role of an SRO, the SRO's responsibilities, and the benefits of an SRO to the community as well as the children. School Superintendent Costigan stated her support for an SRO and noted that she and Chief Calise have had several meetings to discuss the need for an SRO.

Chair Reed and Chief Calise discussed the previous grants awarded to Truro for the purchase of radios and body cameras.

Chair Reed recognized Town Manager Tangeman who said that the hiring of an SRO would require an override from Truro residents.

Chair Reed asked Chief Calise about the impacts of COVID-19 on the force and Chief Calise stated that the impacts have been less. The impact of COVID-19 has resulted in 15 overtime shifts at a cost of \$4,232.52.

Chair Reed thanked Chief Calise for his presentation and comments. Chair Reed also noted the professionalism of the Truro Police Department that has resulted in Truro being a very safe community. Chief Calise stated that it was due to the dedication and service performed by the police officers and staff at the Truro Police Department.

Member Areson made a motion to adjourn at 9:17 am.

Member Rein seconded the motion.

Roll Call Vote:

Member Areson - Aye

Member Rein - Aye

Chair Reed - Aye

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

Respectfully submitted,



Alexander O. Powers

Board/Committee/Commission Support Staff

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

Public Records Material Attachments

Legal Notice