



Truro Select Board Remote Meeting

Tuesday, March 28, 2023

Regular Meeting-5:00pm

Via GoToMeeting

REGULAR MEETING

<https://meet.goto.com/226510773>

1-877-309-2073 Access Code: 226-510-773

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: 226-510-773 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/226510773> 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. Captain's Choice-7-Day Annual Entertainment License

3. INTRODUCTION TO NEW EMPLOYEES

A. Community Services Department: Jennifer Pierce

4. BOARD/COMMITTEE/COMMISSION APPOINTMENTS—NONE

5. STAFF/ COMMITTEE UPDATES

A. Climate Action Committee and Energy Committee Presentation on Proposed Bylaw Amendment

A Quorum of the Climate Action Committee and the Energy Committee May be Present

6. TABLED ITEMS—NONE

7. SELECT BOARD ACTION

A. Select Board Reconsideration of Votes to Recommend Warrant Articles and Vote to Approve Revised Select Board Policy Memorandum #48: Construction/Staging Permit for Use of Town-Owned Property and/or Beach Access

Presenter: Kristen Reed, Chair

B. Discussion and Vote to Include and Recommend Warrant Articles- Override Articles

Presenter: Darrin Tangeman, Town Manager

C. Discussion and Votes to Recommend Warrant Articles- All Other

Presenter: Darrin Tangeman, Town Manager

D. Discussion and Vote to Approve Order of Warrant Articles

Presenter: Darrin Tangeman, Town Manager

E. Vote to Approve and Electronically Sign the Posting of the Warrant

Presenter: Darrin Tangeman, Town Manager

F. Discussion and Possible Vote on Mill Pond Culvert Project

Presenters: Darrin Tangeman, Town Manager and Jarrod Cabral, DPW Director

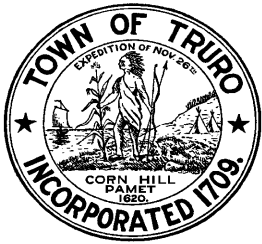
8. CONSENT AGENDA

- A. Review/Approve and Authorize Signature:
 - 1. Housing Rehab Loan Discharge
 - 2. One Day Entertainment Application: Truro Recreation Department at Truro Vineyards
- B. Review and Approve Appointment Renewals: None
- C. Review and Approve: Captain's Choice Common Victualer; Salty Market Farmstand-Common Victualer; Jules Besch Stationers-Transient Vendor; Cape Provisions DBA Truro General Store-Transient Vendor and Common Victualer
- D. Review and Approve 2023 Seasonal Alcohol Licenses: Avenue D, Top Mast Resort, Beach and Swim Health Club, Days Market and Deli, Whitman House Restaurant, Terra Luna Restaurant, Jams Market, Captain's Choice, Blackfish Restaurant, Highland Links Golf Course, Payomet Performing Arts, Fullers Package Store
- E. Review and Approve 2023 ABCC Seasonal Renewal Certification
- F. Review and Approve Select Board Minutes: Select Board Regular Meeting Minutes of 12.6.2022; Budget Task Force Meeting Minutes of 12.6.2022; Budget Task Force Meeting Minutes of 1.31.2023

9. Select Board Reports/Comments

10. Town Manager Report

11. Next Meeting Agenda: April 11, 2023



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: March 28, 2023

ITEM: Public Hearing-Captain's Choice Request for 7-Day Seasonal Entertainment License

EXPLANATION: In accordance with the provisions of Mass. General Laws, c.140 §183A amended, Ch. 140§181 & Ch.136§4, Kristi Wageman, Manager of Captain's Choice, applied for a seasonal entertainment license issued by the Local Licensing Authority. After a hearing held on February 28th, the Board approved a weekday entertainment license for Captain's Choice. Kristi Wageman asked to wait on the issuance of this license so that she may review her options after an entertainment licensing fee discussion was held by the Select Board on at the March 7, 2023 meeting.

With the introduction of a 7-Day entertainment license and fee, Kristi Wageman verbally requested that a 7-Day Seasonal Entertainment license be approved for Captain's Choice, located at 4 Highland Rd. Entertainment would continue to be as originally proposed with the times of 3:00 pm to 5:00 pm.

Applying for the 7-Day Seasonal Entertainment License minimizes the administrative burden on the applicant, the Board, and the staff, by eliminating the need to submit individual applications for each date. The Police Chief has reviewed and approved the application.

FINANCIAL SOURCE (IF APPLICABLE): N/A

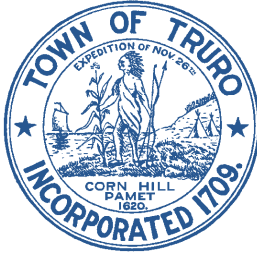
IMPACT IF NOT APPROVED: The Manager of Captain's Choice will need to apply for single Entertainment Licenses for each event.

SUGGESTED ACTION: *Motion to approve a 2023 7-Day Seasonal Entertainment License for*

Captain's Choice, with event start times of 3:00pm and end times of 5:00pm.

ATTACHMENTS:

1. Public Hearing Notice
2. Entertainment Application with a request for a 7-day license
3. Revised Entertainment Fees, as approved March 7, 2023



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

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

TOWN OF TRURO

Public Hearing for Captain's Choice

Request for a 7-day Seasonal Entertainment License

In accordance with the provisions of Mass. General Laws, c.140 §183A amended, Ch. 140§181 & Ch.136§4 the Truro Select Board will conduct a Public Hearing on Tuesday, March 28, 2023, at 5:00 p.m. to hear an application for a 7-day seasonal entertainment license received from Captain's Choice, Kristi Wageman, Manager, 4 Highland Road. Comments from the public will be heard, and all interested parties are urged to attend. To join the meeting from your computer, tablet or smartphone use this link:

<https://meet.goto.com/226510773> or call in toll-free at 1-877-309-2073 Access Code: 226-510-773.

Kristen Reed, Chair
Select Board



TOWN OF TRURO

Licensing Department

PO Box 2030, Truro, MA 02666

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

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

RCVD 2023/JAN/20 pm 1:08

ADMINISTRATIVE SERVICES

TOWN OF TRURO

Application for an Entertainment License

Weekday Saturday *Sunday

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

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

BUSINESS/ORGANIZATION INFORMATION

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

4 Highland Rd. N. Truro 02652
Mailing Address of Business/Organization

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

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

Kristi Wageman
Contact Person Phone Number Email

INDIVIDUAL APPLICANT INFORMATION

Individual's Name Mailing Address

Phone Number Email Address

EVENT INFORMATION

* Please See Attached

Day (s)/Date (s) of Event for License to be issued Summer music
Purpose of Event (example: fundraiser)

Hours of Event (from - to) 3-5 pm

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

Chris King
Property Owner Name and Address Phone number

Seating Capacity: 40 Occupancy Number: 84

Name of Caterer (if applicable) Approximate number of people attending

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

Will an admission fee be collected? Yes No

Will there be a One Day Alcohol License Yes No

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

Will there be Police Traffic Control? Yes No

ENTERTAINMENT INFORMATION

Type of Entertainment: Please check the appropriate boxes.

Dancing: By Patron By Entertainers No Dancing

Music: Recorded Juke Box Live No Music

Number of Musicians & Instruments (Type) *2-5 / vocals, guitar, drums*

Amplified System: Yes No

Shows: Theater Movies Floor Show Light Show
 No Show

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

Applicant's Signature

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

Kristi A Wagner
Signature

1.20.23
Date

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

Office Use Only

Fee \$50.00

APPROVAL

License No

Select Board

Meeting Date

Police Department

Date

1/26/2023

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

**THE COMMONWEALTH OF MASSACHUSETTS
OF**



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

LICENSE

For
PUBLIC ENTERTAINMENT ON SUNDAY

The Name of the Establishment is Captain's Choice in or on the property at No. 4 Highland Rd N. Truro 02652 (address)

The Licensee or Authorized representative, Kristi Wageman in

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

DATE	TIME	Proposed dancing or game, sport, fair, exposition, play, entertainment or public diversion
5/28	3-5	live band
6/4	3-5	live band
6/18	3-5	live band

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

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

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

Do not write in this box

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

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

**THE COMMONWEALTH OF MASSACHUSETTS
OF**



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

LICENSE

For
PUBLIC ENTERTAINMENT ON SUNDAY

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

DATE	TIME	Proposed dancing or game, sport, fair, exposition, play, entertainment or public diversion
7/2	3-5	live band
7/9	3-5	live band
7/16	3-5	live band

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

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

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OF**



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

LICENSE

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DATE	TIME	Proposed dancing or game, sport, fair, exposition, play, entertainment or public diversion
7/23	3-5	live band
7/30	3-5	live band
8/6	3-5	live band

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

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

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**THE COMMONWEALTH OF MASSACHUSETTS
OF**



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

LICENSE

For

PUBLIC ENTERTAINMENT ON SUNDAY

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The Licensee or Authorized representative, Kristi Wageman in

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

DATE	TIME	Proposed dancing or game, sport, fair, exposition, play, entertainment or public diversion
8/13	3-5	live band
8/20	3-5	live band
8/27	3-5	live band

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

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

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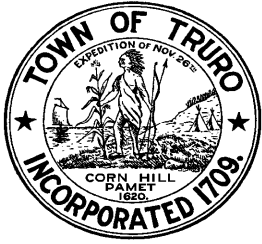
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Agenda Item: 2A3

	Weekday Annual/Seasonal	Sunday Annual/Seasonal	7day Annual/Seasonal	One Day	Sunday State Fees per event	Sunday State Fees Annual
No Admission Fee	\$120.00	\$75.00	\$140.00	\$50.00	\$2.00 and \$5.00	\$50.00 (1pm-12am) and \$100.00 (12am-1:00pm)
Admission Fee	\$600.00	\$150.00	\$700.00	\$100.00		
Non-Profit Discounts are applicable per Policy 53		*State license fees apply	*State license fees apply	*State license fees apply if event is held on a Sunday		

ENTERTAINMENT FEES REVISED March 7, 2023



Agenda Item:

TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Darrin Tangeman, Town Manager

REQUESTED MEETING DATE: March 28, 2023

ITEM: Introduction to New Employee: Community Services Department: Jennifer Pierce

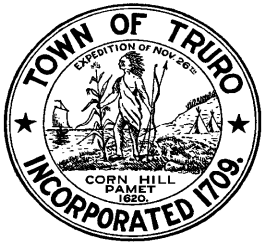
EXPLANATION: Due to a scheduling conflict, staff respectfully requests that this introduction be postponed to the Select Board's regularly scheduled meeting on April 11, 2023.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: N/A

SUGGESTED ACTION: *MOTION TO postpone the introduction of Jennifer Pierce to a future meeting.*

ATTACHMENTS: None



TOWN OF TRURO

Select Board Agenda Item

BOARD/COMMITTEE/COMMISSION: Climate Action Committee and Energy Committee

A quorum of the Climate Action Committee and Energy Committee may be present for this agenda item.

REQUESTOR: Carol Harris, Chair of Climate Action Committee, and Brian Boyle, Chair of Energy Committee

REQUESTED MEETING DATE: March 28, 2023

ITEM: Energy Committee and Climate Action Committee Memorandum

EXPLANATION: The Climate Action Committee and Energy Committee have requested an opportunity to present to the Board on the Article X-Amend General Bylaws, Chapter IX Energy Code. Representatives from the Committees will explain the article and invite the Board to ask questions or provide comment. The Select Board will be making its vote to recommend this article this article later in the agenda. A memo from the Energy Committee and Climate Action Committee is included.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: N/A

SUGGESTED ACTION: *Presentation and possible discussion only. Vote to recommend will occur in Agenda Item 6C.*

ATTACHMENTS:

1. Energy Committee and Climate Action Committee Memorandum
2. Article X: Amend General Bylaws, Chapter IX Energy Code (as submitted)

Energy Committee and Climate Action Committee Memorandum

March 23, 2023

To: Select Board

Subject: Article X - Amend General Bylaws, Chapter IX Energy Code

The Committees urge the Select Board to unanimously recommend this warrant article. The article has been drafted with a significant amount of effort and diligence by the Energy Committee and the Climate Action Committee. In our judgment, the article meets the FY 2023 Select Board Goal/Objective #10, the voters' Article 53 mandate from 2022 ATM, and conforms to the Commonwealth's *Global Warming Solutions Act (2008)* and *A Next-Generation Roadmap for Massachusetts Climate Policy (2011)*.

FY 2023 Select Board Goals and Objectives¹

#10 ... progress in all relevant areas toward a "Net Zero Truro" by 2050, ...The Board will also revise the charges of the Energy Committee and the Climate Action Committee to incorporate the directives from Article 53 of the 2022 Annual Town Meeting.

Goals Addressed: A, C, D, E

Select Board Ambassador: Stephanie Rein

This Objective #10 references the directives of Article 53, which for convenience is repeated here:

"to have the Select Board charge the Climate Action Committee and Energy Committee to work with other pertinent Town committees to define a Carbon Net Zero standard for new construction and deliver that standard for approval to Town Meeting."

The operative requirements are Net Zero and new construction. These requirements are both satisfied by the new Specialized Energy Code put forth by the Commonwealth's Department of Energy Resources. Because towns are not able to create their own building codes, accordingly, the Energy Committee and Climate Action Committee have obtained the required language for the warrant article so that this Specialized Energy Code can be adopted at Town Meeting.

Specialized Energy Code Applicability

The Specialized Energy Code only applies to new construction, which historically is about one-half of one percent (½%) of Truro's housing stock. The Specialized Code will not

¹ https://www.truro-ma.gov/sites/g/files/vyhlif3936/f/uploads/fy2023_goals_and_objectives_doc_final-signed.pdf

impact Truro's new residential construction either, unless the homeowner wishes to continue to use fossil-fuels (except for backup generators). In order to achieve net zero goals, new homes choosing to continue to use fossil fuels will have to achieve a higher level of energy efficiency.

Benefits of Adoption

The adoption will have the following benefits, as it will:

- meet Select Board Objective #10
- fulfill the voter mandate from 2022 ATM Article 53
- position Truro among earlier adopters which historically has qualified us for additional grant funding
- allow Truro to be eligible for the pilot Net Zero code program
- take a necessary step to meet Net Zero requirements of 50% by 2030
- have a minimal impact in Truro due to our existing maximum house size bylaw
- provide consumer protections such as avoiding future costly retrofits, unhealthy buildings, and volatile fossil fuel prices
- support environmental justice for affordable housing by increasing the quality of life for residents through lower heating costs and healthier and more comfortable homes
- make available several incentive programs to support Passive House and energy-efficient buildings through MassSave, the IRA, and Low-income Housing Tax Credits

Community Education Initiatives

Important community education efforts are underway. Hopefully you had the opportunity to attend today's workshop at the Library, which is just the beginning of the process.

We will soon engage with the building trades community on a more technically-oriented version of education that's expected to last about six months. Our experience adopting the Stretch Code when we became a Green Community in 2011 was excellent, and the builder community was appreciative of the knowledge, attention, and efforts we brought to the initiative. At that time we learned that, although a natural resistance to change is always at play initially, most builders realized that it provided a competitive advantage to them because they could get a jump on their out-of-town competitors, be more knowledgeable and experienced in the latest technologies, and thus could deliver a superior product and experience to their customers.

For all these compelling reasons, we urge the Select Board to recommend this article for voter consideration at ATM.

Specialized Energy Code Adoption

Article

To see if the Town will vote to replace Chapter IX of the Town of Truro General Bylaws, entitled "Stretch Energy Code" with "Specialized Energy Code" for the purpose of regulating the design and construction of buildings for the effective use of energy and reduction of greenhouse gas emissions, pursuant to 225 CMR 22 and 23 including Appendices RC and CC, including future editions, amendments or modifications thereto, with an effective date of January 1, 2024, a copy of which is on file with the Town Clerk, or take any other action relative thereto.

Commentary

The Town voted at the 2022 Annual Town meeting to adopt Article 53 "to have the Select Board charge the Climate Action Committee and Energy Committee to work with other pertinent Town committees to define a Carbon Net Zero standard for new construction and deliver that standard for approval to Town Meeting."

The Specialized Energy Code, written by the Massachusetts Department of Energy Resources (DOER), defines Net-zero Building as:

A building which is consistent with achievement of MA 2050 net zero emissions, through a combination of highly energy efficient design together with being an all-electric or Zero Energy Building, or where fossil fuels are utilized, a building fully pre-wired for future electrification and that generates solar power on-site from the available Potential Solar Zone Area.

Since that vote, the updated Stretch Energy Code, which is mandatory for Green Communities like Truro, and the Specialized Energy Code were written by DOER, as per the 2021 Climate Law, AN ACT CREATING A NEXT-GENERATION ROADMAP FOR MASSACHUSETTS CLIMATE POLICY.

The Committees have been participating in the Specialized Energy Code discussions with DOER and believe that the resulting Specialized Energy Code will meet the Net Zero goals of Truro voters for new construction and large additions to dwellings over 1,000 sq ft or over 100% of the existing conditioned floor area, while providing a cost-effective means to doing so. By adopting this standardized state code, the Town should have access to state resources for education and implementation assistance.

One example of meeting the Specialized Energy Code is to follow the Passive House Pathway which ensures an energy efficient building. The Cloverleaf Developer reviewed the Passive House Pathway in the Specialized code, found it to be cost effective, and adopted it.

225 CMR (Code of Massachusetts Regulations) 22 and 23 in combination form the Stretch Code – and must be adopted together and not in part. Municipalities may also elect to adopt the combination of Appendix RC of 225 CMR 22 (Residential Code for Low rise residential) and Appendix CC of 225 CMR 23 (Commercial Code for all other buildings) which together form the Municipal Opt-in Specialized code (Specialized Code).

Per the Massachusetts Municipal Association, the Specialized Municipal Opt-in Code includes net-zero building performance standards and is designed to achieve state greenhouse gas emission limits and sublimits. This code is expected to help Massachusetts meet its goal of 50% greenhouse gas emissions reduction from the 1990 baseline levels by 2030.

Energy Committee 5-0-0

Climate Action Committee 3-0-0

**** Proposed Bylaw drafted by Massachusetts Department of Energy Resources to replace Truro's existing Chapter IX Bylaw ****

CHAPTER IX SPECIALIZED ENERGY CODE

§ 9-1 DEFINITIONS

International Energy Conservation Code (IECC) – The International Energy Conservation Code (IECC) is a building energy code created by the International Code Council. It is a model code adopted by many state and municipal governments in the United States for the establishment of minimum design and construction requirements for energy efficiency, and is updated on a three-year cycle. The baseline energy conservation requirements of the MA State Building Code are the IECC with Massachusetts amendments, as approved by the Board of Building Regulations and Standards and published in state regulations as part of 780 CMR.

Specialized Energy Code – Codified by the entirety of 225 CMR 22 and 23 including Appendices RC and CC, the Specialized Energy Code adds residential and commercial appendices to the Massachusetts Stretch Energy Code, based on amendments to the respective net-zero appendices of the International Energy Conservation Code (IECC) to incorporate the energy efficiency of the Stretch energy code and further reduce the climate impacts of buildings built to this code, with the goal of achieving net-zero greenhouse gas emissions from the buildings sector no later than 2050.

Stretch Energy Code - Codified by the combination of 225 CMR 22 and 23¹, not including Appendices RC and CC, the Stretch Energy Code is a comprehensive set of amendments to the International Energy Conservation Code (IECC) seeking to achieve all lifecycle cost-effective energy efficiency in accordance with the Green Communities Act of 2008, as well as to reduce the climate impacts of buildings built to this code.

§ 9-2 PURPOSE

The purpose of 225 CMR 22.00 and 23.00 including Appendices RC and CC, also referred to as the Specialized Energy Code is to provide a more energy efficient and low greenhouse gas emissions alternative to the Stretch Energy Code or the baseline Massachusetts Energy Code, applicable to the relevant sections of the building code for both new construction and existing buildings.

§ 9-3 APPLICABILITY

This energy code applies to residential and commercial buildings.

§ 9-4 SPECIALIZED CODE

The Specialized Code, as codified by the entirety of 225 CMR 22 and 23 including Appendices RC and CC, including any future editions, amendments, or modifications, is herein incorporated by reference into the Town of Truro General Bylaws, Chapter IX.

The Specialized Code is enforceable by the inspector of buildings or building commissioner.

[Adopted MM-DD-2023 ATM by Article ____]

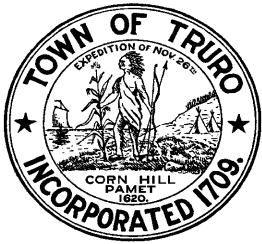
References

https://www.truro-ma.gov/sites/g/files/vyhlf3936/f/uploads/gen_by-law_body_as_of_2021_atm_0.pdf

<https://www.mass.gov/doc/summary-document-explaining-stretch-energy-code-and-specialized-opt-in-code-language/download>

[mass.gov/doc/guidance-for-specialized-energy-code-adoption/download](https://www.mass.gov/doc/guidance-for-specialized-energy-code-adoption/download)

<https://www.mma.org/doer-releases-final-stretch-and-specialized-energy-code-language>



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Kristen Reed, Select Board Chair

REQUESTED MEETING DATE: March 28, 2023

ITEM: Select Board Reconsideration of Votes to Recommend Warrant Articles and Vote to Approve Revised Select Board Policy Memorandum #48: Construction/Staging Permit for Use of Town-Owned Property and/or Beach Access

EXPLANATION: Select Board Chair Reed requested an opportunity for Member Areson to vote on the articles and the approval of the revised policy that were voted at the March 21, 2023 during her absence. The Board may re-vote the articles and the approval of the policy by first taking a vote to reconsider the previously voted articles and the previously considered policy. Then, for efficiency purposes, the Board may vote to recommend all of the previously voted articles and the revised policy in one motion for the articles that were unanimously recommended. Then the Board may vote to recommend the two articles unanimously voted not to recommend. Finally, the Board may vote to approve Select Board Policy Memorandum #48: Construction/Staging Permit for Use of Town-Owned Property and/or Beach Access, which was unanimously approved on March 21, 2023. If there is an article that Member Areson, or any of the members, wishes to consider separately, they may choose to exempt that article from the motion and vote on that article separately.

The articles included and their respective votes at the March 21, 2023 Select Board Meeting are:

Article X: Community Preservation Act: Open Space Reserve (4-0-0)

Article X: Amend Personnel Bylaw 8.1 Holidays (4-0-0)

Article X: Accept Provisions of MGL Chapter 40 Section 5F – Creation of a Receipts Reserve for Ambulance Fund (4-0-0)

Article X: Amend General Bylaws 7-2: Community Preservation Committee: Administration (4-

0-0)

Article X: Amend Zoning Bylaw §40.1 Duplex Houses and Apartments; and §30.2 Use Table (4-0-0)

Article X: Community Preservation Act: Edgewood Farm Barn Chimneys and Cupola Preservation (0-4-0)

Article X: Community Preservation Act: Bunker Cottage/Corn Hill Boathouse Historic Preservation (0-4-0)

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: If not revoted, Member Areson's votes will not be recorded for these articles.

SUGGESTED ACTION:

MOTION 1: Motion to reconsider the prior votes to recommend the articles included as attachment 7A1 in the packet and the approval of Select Board Policy Memorandum #48: Construction/Staging Permit for Use of Town-Owned Property and/or Beach Access.

(if passes)

MOTION 2: Motion to recommend Article X: Community Preservation Act: Open Space Reserve, Article X: Amend Personnel Bylaw 8.1 Holidays, Article X: Accept Provisions of MGL Chapter 40 Section 5F – Creation of a Receipts Reserve for Ambulance Fund, Article X: Amend General Bylaws 7-2: Community Preservation Committee: Administration, and Article X: Amend Zoning Bylaw §40.1 Duplex Houses and Apartments; and §30.2 Use Table.

Previously voted: 4-0-0.

MOTION 3: Motion to recommend Article X: Community Preservation Act: Edgewood Farm Barn Chimneys and Cupola Preservation and Article X: Community Preservation Act: Bunker Cottage/Corn Hill Boathouse Historic Preservation.

Previously voted: 0-4-0.

MOTION 4: Motion to approve revised Select Board Policy Memorandum #48: Construction/Staging Permit for Use of Town-Owned Property and/or Beach Access.

Previously voted: 4-0-0

ATTACHMENTS:

1. Warrant Articles Voted at the 3/21/23 Meeting
2. Revised Select Board Policy Memorandum #48: Construction/Staging Permit for Use of Town-Owned Property and/or Beach Access Voted at the 3/21/23 Meeting

Article X: Community Preservation Act: Open Space Reserve

(Open Space)

To see if the Town will vote to appropriate the sum of Seventy-two thousand, Six Hundred Eighty-nine dollars and no cents (\$72,689.00) from Projected Community Preservation Act Surcharge Revenue to reserve for the purpose of Open Space, or take any other action relative thereto.

Requested by Community Preservation Committee

Explanation: The Community Preservation Act and the Truro Community Preservation Bylaws require 10% of the projected Community Preservation Act surcharge revenue be used for Open Space. Since there is no Open Space project request for Fiscal Year 2024, the money will remain in reserve for future use.

Community Preservation Committee Recommendation			
Finance Committee Recommendation	5	0	0
Select Board Recommendation	4	0	0

PERSONNEL BYLAW ARTICLES

Article X: Amend Personnel Bylaw 8.1 Holidays

To see if the Town will vote to amend Section 8.1 of the Town of Truro Personnel Bylaw as set forth below, with ~~strikethrough~~ text to be deleted and **bold underlined** text to be inserted and the holidays to be listed in order of when they occur throughout the calendar year:

Section 8.1 Employees Entitled to Holidays With Pay - On the holidays listed in the Article, all hourly permanent full-time employees shall receive one day at straight time pay. Permanent part-time employees will be paid for the hours scheduled to be worked; and exempted employees will be granted the time off with their compensation recognized as being included in their annual salaries, for the following legal holidays:

New Year's Day

Martin Luther King Day

Presidents' Day

Patriots' Day

Memorial Day

Juneteenth

Independence Day

Labor Day

Columbus Day

Veterans Day

*Thanksgiving Day
Friday after Thanksgiving
Christmas Eve
Christmas Day
New Year's Eve*

Should any of the listed holidays fall on a Saturday, the preceding Friday would be observed. If the holiday falls on a Sunday, then the following Monday would be observed. If Christmas Day/New Year's Day fall on a Monday, Christmas Eve/New Year's Eve may be banked for future use on a date prior to the end of the fiscal year with appropriate Department Head/Town Manager approval. State-mandate, alternative, celebration dates supersede this paragraph.

or to take any other action relative thereto.

Requested by the Town Manager

Explanation: In July 2020, Juneteenth (June 19th) was signed into Massachusetts law as a state holiday. This article proposes to memorialize Juneteenth in the list of holidays in Section 8.1 of the Personnel Bylaw and to re-order the list of holidays so that they appear in the order in which they occur within the calendar year.

Select Board Recommendation	4	0	0
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Article X: Accept Provisions of MGL Chapter 40 Section 5F – Creation of a Receipts Reserve for Ambulance Fund

To see if the Town will vote pursuant to the provisions of MGL Chapter 40, Section 5F to create a Receipts Reserved for Ambulance Fund, to defray the cost, including maturing debt and interest, of acquiring, establishing, maintaining, purchasing, hiring and operating ambulance services; or to take any other action relative thereto.

Requested by the Select Board

Explanation: Upon completion of the contract with Lower Cape Ambulance, the town will assume billing and collection responsibilities for ambulance receipts. This article offers a mechanism for creating an account for ambulance receipts collected. Receipts from this fund may only be expended through an appropriation vote at town meeting.

Finance Committee Recommendation	5	0	0
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Select Board Recommendation	4	0	0
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**Article X: Amend General Bylaws 7-2: Community Preservation Committee:
Administration**

To see if the Town will vote to amend the Chapter 7, Section 2 (b) of the General Bylaws of the Town of Truro by adding new language as follows (new language shown **bold underline**) and deleting the language in ~~strike-through~~:

*(b) In every fiscal year, the CPC must recommend that the Annual or special Town Meeting either spend, or set aside for later spending, not less than 10% of the annual revenues in the Community Preservation Fund for open space (not including land for recreational use); not less than 10% of the annual revenues in the Community Preservation Fund for historic resources; and not less than ~~10%~~ **60%** of the annual revenues in the Community Preservation Fund for community housing. (4/06)*

With respect to community housing, the CPC shall recommend, wherever possible, the reuse of existing buildings, or construction of new buildings, on previously developed sites.

The CPC may include in its recommendation(s) to the Annual or special Town Meeting a recommendation to set aside, for later spending, funds for specific purposes that are consistent with community preservation but for which sufficient revenues are not then available in the Community Preservation Fund to accomplish that specific purpose, or to set aside, for later spending, funds for general purposes that are consistent with community preservation. (4/06)

The CPC allocation recommendation to the Annual or special Town Meeting must account for 100% of all annual revenues and revenues previously set aside, and shall be in the form of an Article in the Warrant, for Town Meeting consideration.

And further to authorize the Select Board to file a home rule petition to effectuate the intent of the proposed bylaw amendment, if necessary; or to take any other action relative thereto.

Requested by the Truro Housing Authority

Explanation: The unique characteristics of Truro's restricted land base, its low wage seasonal economy, and the attractiveness of its housing for seasonal use, are steadily eroding the town's capacity to sustain itself on a year-round basis. The community-housing problem is long-standing and is inherent in these conditions. There are no easy solutions. What is needed is to bring, is a sense of urgency; a common commitment to do whatever is needed to sustain a viable, diverse year-round community; and the steady commitment to increasing the stock of housing that serves the needs of the community. One of the critical aspects of that commitment is to provide adequate funding to accomplish these goals.

One of the primary sources of funding of housing initiatives in Truro are funds from the Community Preservation Act. The Community Preservation Act (the "CPA" MGL C.44B) was enacted by

state legislators allowing any town in the Commonwealth to adopt a property tax surcharge of up to 3%, the revenues from which, along with any matching state funds, could be directed to open space and recreation, community housing, and historic preservation. Current restrictions provide that 10% of CPA funds be dedicated to community housing initiatives, 10% for historic preservation initiatives, 10% for open space/recreation initiatives and the remaining 70% undesignated and available for any category. While flexibility currently exists in utilizing 70% of CPA funds, there is no further mandate to specifically target housing needs. In the neighboring town of Provincetown a bylaw was adopted in 2014 that directs that 60% of CPA funds target community housing with 10% for historic preservation and 10% for open space/recreation with the remaining 20% of CPA funds be undesignated and available for any category including administration. It is our recommendation that the Town of Truro do the same. The Truro Housing Authority proposes this amendment to the General Bylaws that would mandate that a minimum of 60% of the available CPA funds be used to support Community Housing.

Housing Authority Recommendation			
Finance Committee Recommendation	4	1	0
Select Board Recommendation	4	0	0

Article X: Amend Zoning Bylaw §40.1 Duplex Houses and Apartments; and §30.2 Use Table

To see if the Town will vote to amend Section 40.1, Duplex Houses and Apartments, of the Zoning Bylaw by deleting the language in ~~strike through~~, adding the **bold underlined** wording and enumerate the bylaw correctly accordingly.

§ 40.1 Duplex Houses and Apartments

- A. Purpose. For the purpose of promoting the more efficient use of land, in keeping with the protection of the quality of life and ecology, and at the same time giving relief to those with problems of obtaining adequate housing, **duplexes may be created by Right** ~~the Board of Appeals (or Planning Board?) may approve a special permit authorizing the through~~ new construction of duplex houses or the conversion of single family dwellings to **2** apartments, consistent with the following conditions.
 - B. **These structure, either new or conversion, are allowed in all districts except: Beach Point and Seashore District**
 - C. **B-New** Construction. Lots of ~~one acre~~ **meeting minimum lot size of 33,750 sq ft.** or more are required for new construction; the **total size of the duplex structure** shall not exceed 3,6000 sq. ft **Gross Floor Area (definition in 10.1).**; the requirements of paragraph D shall be met.
 - D. ~~Conversion. Conversion of single family dwellings~~ **in any zoning district except the Seashore District and Beach Point** ~~and the Water Resource Protection District may be approved by special permit from the Board of Appeals (or Planning Board?).~~ Lots shall meet current minimum lot area requirements; no more than one apartment in addition to the primary dwelling unit may be created from any one single family dwelling; ~~the floor area of~~

~~the secondary dwelling unit shall not exceed 50% of that of the primary dwelling unit; the floor area of the secondary dwelling unit shall not exceed 600 sq. ft.~~

- E. ~~D~~ Requirements. All new construction or conversions shall comply with the following.
1. All applicable provisions of the building, health and safety codes, as determined by the Building Commissioner and Board of Health shall be met.
 2. **One unit shall have a 12 month lease.**
 3. **One unit shall either be owner occupied or have a 12 month lease.**
 4. **There shall be no rentals of less than 8 months of either unit.**
 - ~~5. The applicant shall demonstrate that the new construction or conversion is essential to provide needed housing.~~
 - ~~6. The new construction or conversion is compatible with and will not derogate from or be detrimental to the neighborhood.~~
 5. **The building conforms to** Section 50, Area and Height regulations of this bylaw.
 - ~~6. 8-~~ The use is in harmony with the general purpose and intent of the bylaw.

And to amend the Principal Uses table in §30.2 as follows:

PRINCIPAL USES							
	R	BP	NT6A	TC	NTC	Rt6	S
RESIDENTIAL							
Cottage or cabin colony, motor court	N	P	N	N	P	P	N
<u>Duplex</u>	<u>P</u>	<u>N</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>N</u>
Hotel	N	N	N	N	P	P	N
Motel	N	P	N	N	P	P	N
Single family dwelling (9)	P	P	P	P	P	P	P (10)

or to take any other action relative thereto.

Requested by the Planning Board

Planning Board Comment:

Select Board Comment:

Planning Board Recommendation			
Select Board Recommendation	4	0	0

Article X: Community Preservation Act: Edgewood Farm Barn Chimneys and Cupola Preservation

(Historical Preservation)

To see if the Town will vote to appropriate the sum of Thirty-six Thousand, Seven Hundred dollars and no cents (\$36,700.00) from Projected Fiscal Year 2024 Community Preservation Act Surcharge Revenue, to restore the chimneys and cupola on the barn at Edgewood Farm, 3 Edgewood Way, for the Truro Center for the Arts at Castle Hill, and to enter into a grant agreement to set forth the terms and conditions thereof, or take any other action relative thereto.

Requested by the Truro Center for the Arts at Castle Hill

Explanation: Two chimneys on the historic barn roof need to be repointed and have their flashing restored. The cupola between the chimneys has deteriorated and needs restoration.

Community Preservation Committee Recommendation	7	0	0
Finance Committee Recommendation			
Select Board Recommendation	0	4	0

**Article X: Community Preservation Act: Bunker Cottage/Corn Hill Boathouse
Historic Preservation**

(Historical Preservation)

To see if the Town will vote to appropriate the sum of Thirteen Thousand, Seventy-five dollars and no cents (\$13,075.00) from Projected Fiscal Year 2024 Community Preservation Act Surcharge Revenue, to remove the chimney and restore the roof of the historic Bunker Cottage/Corn Hill Boathouse, located at 42 Corn Hill Rd., for the Truro Conservation Trust and Truro Center for the Arts at Castle Hill, and to enter into a grant agreement to set forth the terms and conditions thereof, or take any other action relative thereto.

Requested by the Truro Conservation Trust & Truro Center for the Arts at Castle Hill

Explanation: The chimney has deteriorated, making it a safety concern. Removal of the chimney returns the building to its historic configuration and necessitates restoration of the affected interior and exterior areas.

Community Preservation Committee Recommendation	7	0	0
Finance Committee Recommendation			
Select Board Recommendation	0	4	0



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666
Tel: (508) 349-7004 Fax: (508) 349-5505

POLICY MEMORANDUM #48

Date: Adopted September 6, 2011; Revised January 26, 2016, November 14, 2017, March 21, 2023

Subject:

**CONSTRUCTION/STAGING PERMIT FOR USE OF TOWN-OWNED
PROPERTY AND/OR BEACH ACCESS**

1. Said permit shall be issued by the Town Manager.
2. Said permit issued by the Town Manager on behalf of the Select Board must be current and valid.
3. The Town Manager shall forward the application to the Director of the Department of Public Works, the Recreation/Beach Director and/or the Conservation Agent for review and comment.
4. The Contractor shall submit proof of Certificate of Liability Insurance in the amount of \$1,000,000 and/or a bond or other form of security to be determined by the Town Manager upon approval of application and the release of permit. The Workers' Compensation Insurance Affidavit must be completed with a copy of the Workers' Compensation Insurance policy showing policy number and expiration date.
5. The parking area and beach access, if applicable, shall be inspected by the Director of the Department of Public Works and the Recreation/Beach Director prior to any equipment or materials being off-loaded on any town-owned property. Upon completion of the project, an inspection shall be conducted by the Director of the Department of Public Works and the Recreation/Beach Director. If damage to town-owned property from the scope of the project is observed by the Director of the Department of Public Works and the Recreation/Beach Director, the Contractor shall promptly make all necessary repairs.
6. A layer of sand or other suitable material(s) shall be deposited on areas designated by the Director of the Department of Public Works, or his designee, prior to the offloading and reloading of equipment and materials. In no case shall the equipment or materials block any access or driveways and shall be so located, as much as possible, away from any dwelling(s). Sweeping of the area, at the contractor's expense, shall be required.
7. The entrance of the beach parking and beach area, if applicable, shall be maintained daily.
8. If and where deemed necessary by the Director of the Department of Public Works poles and posts marking the edge of pavement shall be removed prior to use of the beach slope and returned to their original position upon completion of the project by the contractor. Pavement markers are to be replaced at the end of each workday.

9. Any damage to the facility shall be the responsibility of the contractor to repair to the original state, including, but not limited to, cracking or destruction of pavement, scraping, holes, destruction of concrete posts, telephone poles, or replacement of sand.
10. Conditions may be included in approval of the application and should be adhered to. In certain cases, coordination with the Health/Conservation Agent or his/her designee may be required prior to or during access/ staging/ construction. Failure to abide by conditions may result in revocation of permit.
11. The contractor shall be required to pay to the Town of Truro an application fee at the time the application is submitted.
12. A project using the town facility may be conducted during the period of October 15th through April 15th (the "season".) The permit is good for the time specified on the application.
13. The Town Manager shall set conditions, including but not limited to, the times of day work may commence, the days of the week, etc.
14. Every contractor and property owner applying for a staging permit to use Town property shall be provided with a copy of these regulations and shall be asked to execute the acknowledgment and application which appear on the following page. A copy of these regulations shall be available on the job site at all times.
15. This permit does not grant any property rights or any exclusive privileges; it does not authorize any injury to private property or invasion of private rights or approve or imply the approval of access over privately owned properties, including but not limited to the Cape Cod National Seashore.
- ~~15.~~16. [This permit authorizes access to Town-owned property only. The Town does not authorize entry onto private property. If the permit holder enters onto private property, it is at their own risk of a claim of trespass by the owner.](#)
- ~~16.~~17. In all cases, the Select Board may waive any of these provisions.
- ~~17.~~18. Emergency permission to use Town property may be approved by the Director of the Department of Public Works, Recreation/Beach Director, Chief of Police, Conservation Agent and/or Health Agent; however, an application must still be made to the Town Manager.
- ~~18.~~19. Failure to comply with any or all these regulations may result in the suspension and/or revocation of Staging Permit privileges.

Kristen Reed, Chair

Robert Weinstein, Vice-Chair

John Dundas, Clerk

Susan Areson

Stephanie Rein
Truro Select Board

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TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666
Tel: (508) 349-7004 Fax: (508) 349-5505

APPLICATION FOR CONSTRUCTION/STAGING PERMIT FOR USE OF TOWN-OWNED PROPERTY AND/OR BEACH ACCESS

Date: ___

Location of Staging Area/Access: _____

Contractor:.....

Legal Mailing Address:.....

Telephone:..... Cell:

Working for: _____ DEP # _____

Work Location:

Property Owners Legal Mailing Address: _____

Telephone: _____

Project Description: _____

Equipment and Materials to be Used: _____

Estimated Work Start & Finish Dates:.....

Contractor's Signature:_____

Date Certification of Liability Insurance and/or Security Received: _____

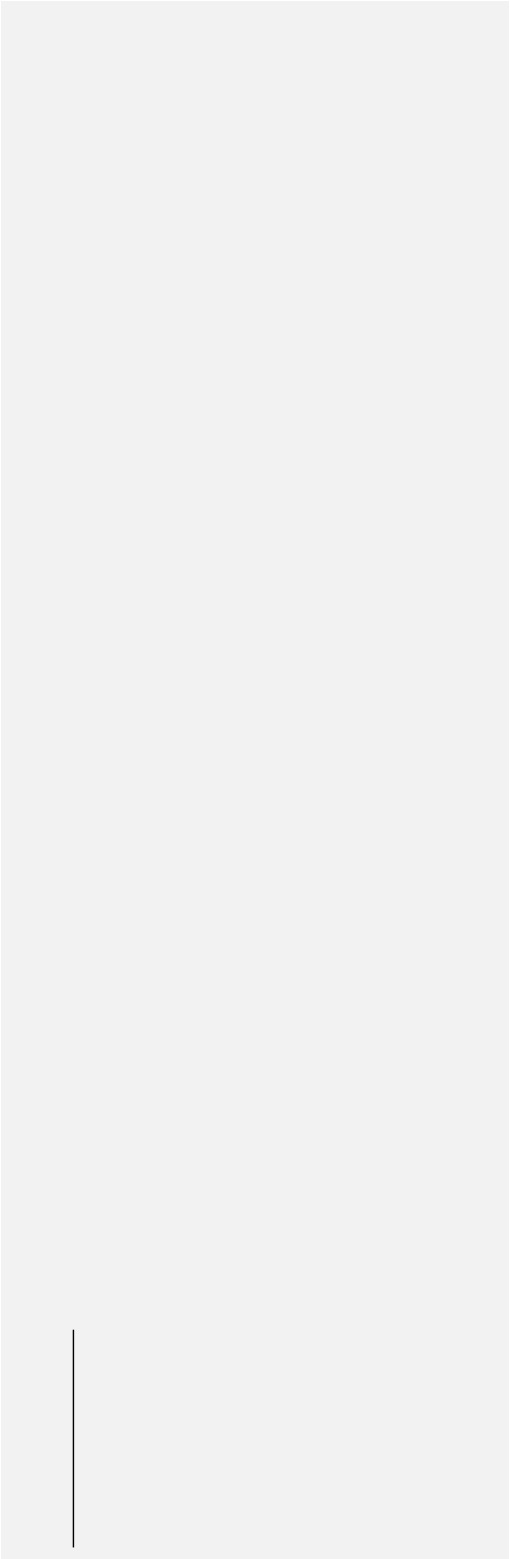
DPW Director Comments:.....

Beach Supervisor Comments:.....

Conservation Agent Comments:_____

Town Manager Approval: _____ **Date:** _____

Restrictions/Conditions:.....



Project Completion Sign-Off

We, the undersigned, have inspected the Town property as identified on this application and found it to be in good condition.

DPW Director Approval _____ **Date** _____

Beach Supervisor Approval _____ **Date** _____

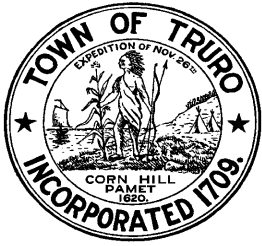
For Beach Access, Conservation Agent Approval _____ **Date** _____

Town Manager Approval of Release of Certification of Liability Insurance and/or Security:

Signature

Date





TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Health & Conservation

REQUESTOR: Emily Beebe, on behalf of the Conservation Commission

REQUESTED MEETING DATE: March 21, 2023

ITEM: Review and Approve Revised Select Board Policy Memorandum #48:
Construction/Staging Permit for Use of Town-Owned Property and/or Beach Access

EXPLANATION: Staff prepared a revised version of Select Board Policy Memorandum #48: Construction/Staging Permit for Use of Town-Owned Property and/or Beach Access for the Board's consideration. The proposed version reflects a change in the Town's administration of the access and staging permit for Town property.

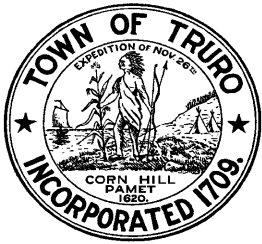
FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The policy will not be reflective of the appropriate practice for granting access for staging permits.

SUGGESTED ACTION: *Motion to approve revised Select Board Policy Memorandum #48: Construction/Staging Permit for Use of Town-Owned Property and/or Beach Access.*

ATTACHMENTS:

1. Revised Select Board Policy Memorandum #48: Construction/Staging Permit for Use of Town-Owned Property and/or Beach Access



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Darrin Tangeman, Town Manager

REQUESTED MEETING DATE: March 28, 2023

ITEM: Discussion and Vote to Include and Recommend Warrant Articles-Override Articles

EXPLANATION: The Board provided guidance at the March 21, 2023 meeting to the staff on the overrides that should be prepared for the 2023 Annual Town Meeting Warrant. Staff prepared the requested articles and associated ballot questions. Included for the Board's consideration are an article for a General Override for Emergency Medical Services Provision; an article for a General Override for Student Resource Officer; and three articles related to community sustainability for the Board to decide whether they would prefer one General Override for a Community Sustainability Package that includes the three programs and the housing coordinator position, or two separate articles—one General Override for Community Sustainability Programs and one General Override for a Housing Coordinator.

The Board will need to:

- Decide which articles to include in the warrant,
- Vote to recommend the selected warrant articles, and
- Finalize the prioritization of the overrides.

Town Counsel's review of the articles is ongoing and staff will provide an update on the status of review at the meeting. There are presently no additional meetings scheduled for the Board prior to the warrant going to the printer on March 31, 2023 so if the Board does not vote to recommend or schedule another meeting to vote to recommend the articles, the votes will not be recorded in the warrant. The Board may always choose to vote after the warrant goes to the printer and to announce the votes on Town Meeting floor.

The form of vote is positive, motion to recommend, and will be recorded in the warrant as # of yes votes - # of no votes - # of abstentions in favor, e.g. 5-0-0 in favor. Once the votes are completed, they will be added to the draft Warrant. Article numbers will be assigned as the

Warrant is finalized.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: There will not be overrides included in the FY2024 Annual Town Meeting Warrant and the described services, programs, and positions will not be funded.

SUGGESTED ACTION:

MOTION 1: MOTION TO include in the 2023 Annual Town Meeting Warrant:

Article X: General Override for Emergency Medical Services Provision;

Article X: General Override for Student Resource Officer; and

{CHOOSE OPTION 1 or OPTION 2}

Option 1: *Article X: General Override for Community Sustainability Package (Programs & Position)*

Option 2: *Article X: General Override for Community Sustainability Programs and Article X: General Override for Housing Coordinator.*

MOTION 2: MOTION TO recommend Article X: General Override for Emergency Medical Services Provision.

MOTION 3: MOTION TO recommend Article X: General Override for Student Resource Officer.

MOTION 4 (depends on action chosen in Motion 1): MOTION TO recommend Article X: General Override for Community Sustainability Package (Programs & Position) **OR** MOTION TO recommend Article X: General Override for Community Sustainability Programs. **AND** MOTION TO recommend Article X: General Override for Housing Coordinator.

MOTION 5: Motion to prioritize the overrides as follows:

Highest Priority-{INSERT OVERRIDE TITLE HERE}

Second Highest Priority-{INSERT OVERRIDE TITLE HERE}

Third Highest Priority-{INSERT OVERRIDE TITLE HERE}

(if needed) *Fourth Highest Priority-{INSERT OVERRIDE TITLE HERE}*

ATTACHMENTS:

1. Proposed Override Articles and Associated Ballot Questions

OVERRIDE #1

Article X: General Override for Emergency Medical Services Provision

To see if the Town will vote to, effective July 1, 2023, raise and appropriate the sum of Six Hundred One Thousand, One Hundred Twenty-Two dollars and no cents (\$601,122.00) to be appropriated to the Fire & Rescue Department Budget (010220) for the provision of Emergency Medical Services, and further to make this appropriation contingent upon the passage of an override ballot question under Chapter 59, Section 21C(g) of the General Laws (Proposition 2 ½), or to take any other relative thereto.

Requested by the Select Board

Explanation: The Select Board proposes additional funding for the Fire & Rescue Department to begin the transition to the service model identified in the “Regional Study of EMS Provision for the Lower Cape Cod Region,” completed by Capital Strategic Solutions, which would increase the staffing of the Fire & Rescue Department by (4) full-time firefighter paramedics and (1) full-time Fire & EMS Administrator. The existing service model, where Provincetown and Truro contract supplemental Advanced Life Support (ALS)/ ambulance service from Lower Cape Ambulance Association, is no longer a viable long-term option. The override would increase department staffing as recommended by the study. In addition, in concert with the Free Cash article for supplemental ALS service provision, this article provides a solution to address the short-term challenges associated with recruitment and staffing by creating redundant service delivery options in the form of short-term supplemental service. The funding puts the Town in a position to greatly reduce the risk of service delivery failure to the community.

The Select Board prioritized the overrides requested this year and this override was identified as the highest priority of the three/ four overrides.

QUESTION 1

Shall the Town of Truro be allowed to assess an additional Six Hundred One Thousand, One Hundred Twenty-Two dollars and no cents (\$601,122.00) in real estate and personal property taxes to supplement the operating budget for the purpose of Emergency Medical Service Provision, for the fiscal year beginning July first, two thousand and twenty-three?

Yes _____

No _____

OVERRIDE #2 (OR CHOOSE #2 AND #3)

Article X: General Override for Community Sustainability Package (Programs & Position)

To see if the Town will vote to add three (3) Community Sustainability Programs and (1) full-time housing coordinator, effective July 1,2023, and to raise and appropriate the sum of Eight Hundred Twenty-Three Thousand, Two Hundred Dollars and no cents (\$823,200.00), of which \$116,000 be appropriated to School Department Salaries & Wages (01030051), and \$250,000 be appropriated to Select Board Services Budget (01012252), and \$337,050 be appropriated to Community Services Budget (010630), and \$120,150 be appropriated to the Planning Department Budget (010175), to pay the costs of funding the following:

Childcare Voucher Program: A voucher system program for eligible birth through four-year-old children for direct-to-provider tuition assistance up to a maximum of \$7,500.00 for each eligible child. The following children would be eligible for said program: children of Truro residents, children of Town of Truro employees, and Truro children of employees and business owners employed for more than 20 hours per week by a business with a physical location in the town of Truro, provided that the Truro location is the primary location of the employee's work for each month for which tuition assistance is provided. The administration of this program and related funds shall be overseen by the Select Board or its designee and eligibility for the program and program policies will be at the discretion of the Select Board or its designee;

Truro Central School Pre-School Program: A pre-school program operated by Truro Central School for three- and four- year olds. The administration of this program and related funds shall be overseen by the School Committee or its designee and eligibility for the program and program policies will be at the discretion of the School Committee or its designee;

Out-of-School Time Program: A program to provide childcare outside of the school day and outside of the school year for school aged children. The administration of this program and related funds shall be overseen by the Select Board or its designee and eligibility for the program and program policies will be at the discretion of the Select Board or its designee;

Housing Coordinator: A new full-time position within the Planning Department.

And further to make this appropriation contingent upon the passage of an override ballot question under Chapter 59, Section 21C(g) of the General Laws (Proposition 2 ½), or take any other action relative thereto.

Requested by the Select Board

Explanation: The Select Board proposes a community sustainability package that includes three community sustainability programs and a new housing coordinator

position to be funded by an override so that they have a permanent source of funding in the budget. The programs include a childcare voucher program that previously operated for two years as a pilot program and was paid for with Free Cash, the Truro Central School Pre-School Program for three- and four-year olds that was previously funded by School Choice monies (an impermanent funding source), and a new Out-of-School Time Program that would reinstate an afterschool program for school-aged children and provide other out-of-school time programs to include summer and school vacation weeks.

The housing coordinator position will provide the technical expertise and staff time required to develop, implement, and oversee Town-affiliated housing projects. The position replaces the functions served by the part-time consultant position previously funded by Community Preservation Act and will be critical in addressing the community's housing goals by implementing the strategies identified in the 2023 Housing Production Plan. A similar petitioned article was submitted and the Select Board elected to craft its own version of the article.

The Select Board prioritized the overrides requested this year and this override was identified as the second/third highest priority of the three/ four overrides.

QUESTION 2

Shall the Town of Truro be allowed to assess an additional Eight Hundred Twenty-Three Thousand, Two Hundred dollars and no cents (\$823,200.00) in real estate and personal property taxes to supplement the operating budget for the purpose of implementing a community sustainability package including a childcare voucher program, a pre-school program, an out-of-school time program and hiring a housing coordinator position, for the fiscal year beginning July first, two thousand and twenty-three?

Yes _____

No _____

Article X: General Override for Community Sustainability Programs

To see if the Town will vote to add three (3) Community Sustainability Programs, effective July 1,2023, and to raise and appropriate the sum of Seven Hundred Three Thousand, Fifty Dollars and no cents (\$703,050.00), of which \$116,000 be appropriated to School Department Salaries & Wages (01030051), and \$250,000 be appropriated to Select Board Services Budget (01012252), and \$337,050 be appropriated to Community Services Budget (010630) to pay the costs of funding the following:

Childcare Voucher Program: A voucher system program for eligible birth through four-year-old children for direct-to-provider tuition assistance up to a maximum of \$7,500.00 for each eligible child. The following children would be eligible for said program: children of Truro residents, children of Town of Truro employees, and Truro children of employees and business owners employed for more than 20 hours per week by a business with a physical location in the town of Truro, provided that the Truro location is the primary location of the employee's work for each month for which tuition assistance is provided. The administration of this program and related funds shall be overseen by the Select Board or its designee and eligibility for the program and program policies will be at the discretion of the Select Board or its designee;

Truro Central School Pre-School Program: A pre-school program operated by Truro Central School for three- and four- year olds. The administration of this program and related funds shall be overseen by the School Committee or its designee and eligibility for the program and program policies will be at the discretion of the School Committee or its designee;

Out-of-School Time Program: A program to provide childcare outside of the school day and outside of the school year for school aged children. The administration of this program and related funds shall be overseen by the Select Board or its designee and eligibility for the program and program policies will be at the discretion of the Select Board or its designee;

And further to make this appropriation contingent upon the passage of an override ballot question under Chapter 59, Section 21C(g) of the General Laws (Proposition 2 ½), or take any other action relative thereto.

Requested by the Select Board

Explanation: The Select Board proposes that three community sustainability programs be funded by an override so that they have a permanent source of funding in the budget. The programs include a childcare voucher program that previously operated for two years as a pilot program and was paid for with Free Cash, the Truro Central School Pre-School Program for three- and four-year olds that was previously funded by School Choice monies (an impermanent funding source), and a new Out-of-School Time Program that would reinstate an afterschool program for school-aged children and provide other out-of-school time program to include summer and school vacation weeks. A similar petitioned article was submitted and the Select Board elected to craft its own version of the article.

The Select Board prioritized the overrides requested this year and this override was identified as the second/third highest priority of the three/ four overrides.

QUESTION 2 (OR 3)

Shall the Town of Truro be allowed to assess an additional Seven Hundred Three Thousand, Fifty Dollars and no cents (\$703,050.00) in real estate and personal property taxes to supplement the operating budget for the purpose of a implementing a community sustainability package including a childcare voucher program, a pre-school program, and an out-of-school time program, for the fiscal year beginning July first, two thousand and twenty-three?

Yes _____

No _____

Article X: General Override for Housing Coordinator

To see if the Town will vote to add (1) full-time housing coordinator position to the Planning Department's staffing, effective July 1, 2023, to raise and appropriate the sum of One hundred twenty thousand, one hundred fifty dollars and no cents (\$120,150.00) to be appropriated to the Planning Department Budget (010175), and further to make this appropriation contingent upon the passage of an override ballot question under Chapter 59, Section 21C(g) of the General Laws (Proposition 2 ½), or to take any other relative thereto.

Requested by the Select Board

Explanation: The Select Board proposes the addition of a housing coordinator position to provide the technical expertise and staff time required to develop, implement, and oversee housing projects. The position replaces the part-time consultant position previously funded by Community Preservation Act funding and will be critical in addressing the community's housing goals by implementing the strategies identified in the 2023 Housing Production Plan.

The Select Board prioritized the overrides requested this year and this override was identified as the third/ fourth highest priority of the three/ four overrides.

QUESTION 3

Shall the Town of Truro be allowed to assess an additional One hundred twenty thousand, one hundred fifty dollars and no cents (\$120,150.00) in real estate and personal property taxes to supplement the operating budget for the purpose of hiring a housing coordinator for the fiscal year beginning July first, two thousand and twenty-three?

Yes _____

No _____

OVERRIDE #3 (OR #4)

Article X: General Override for Student Resource Officer

To see if the Town will vote to add (1) full-time student resource officer to the Police Department's staffing, effective July 1, 2023, to raise and appropriate the sum of One hundred seven thousand, seventeen dollars and no cents (\$107,017.00) to be appropriated to the Police Department Budget (010210), and further to make this appropriation contingent upon the passage of an override ballot question under Chapter 59, Section 21C(g) of the General Laws (Proposition 2 ½), or to take any other relative thereto.

Requested by the Select Board

Explanation: The Select Board proposes the addition of a student resource officer to the Police Department's staffing. In addition to the responsibilities as a Massachusetts municipal police officer, this position would function as a School Resource Officer, who has statutory responsibilities set forth in MGL c.71 s. 37(p) to provide law enforcement, promote school safety and security services, and maintain a positive school climate for all students, families, and staff. The addition of this position would assist in recruitment efforts and would help the department achieve its goals to enhance community relationships and promote school safety and security.

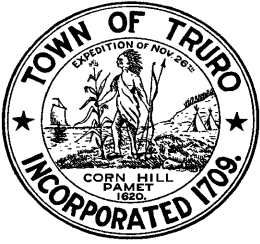
The Select Board prioritized the overrides requested this year and this override was identified as the third/ fourth highest priority of the three/ four overrides.

QUESTION 4 (or 3)

Shall the Town of Truro be allowed to assess an additional One hundred seven thousand, seventeen dollars and no cents (\$101,017.00) in real estate and personal property taxes to supplement the operating budget for the purpose of hiring a school resource officer for the fiscal year beginning July first, two thousand and twenty-three?

Yes _____

No _____



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Darrin Tangeman, Town Manager

REQUESTED MEETING DATE: March 28, 2023

ITEM: Discussion and Votes to Recommend Warrant Articles-All Other

Attached for review, discussion, and vote to recommend are articles from the Annual Town Meeting Warrant.

Town Counsel's review of the articles is ongoing and staff will provide an update on the status of review at the meeting. The Board may opt to consider some or all of these articles at a subsequent meeting, but it is important to be aware of the limited number of meetings available to take the votes for Town Meeting articles.

The Warrant closed for the submission of articles on February 23, 2023 at 4 pm. The deadline for financial articles was February 2, 2023. The following articles are included for consideration to vote to recommend at this evening's meeting:

- Article 4: Pay Prior Year Invoices
- Article 5: FY2024 Omnibus Budget Appropriation **Please note that final numbers for this article will be submitted at the meeting.**
- Article 6: SECTION 7: TO FUND NORTH JETTY BEACH REMEDIATION PROJECT
- Article 6: SECTION 14: TO FUND SUPPLEMENTAL SHORT-TERM EMS SUPPORT
- Article X: Acquisition of 71 North Pamet Road
- Article X: Amend General Bylaws, Chapter IX Stretch Energy Code
- Article X: Amend Zoning Bylaw §10.4 Definitions – Street Definition and Add New Bylaw §30.11 Regulating Streets and Frontage
- Any other articles not yet voted or that the Board would like to reconsider.

The form of vote is positive, motion to recommend, and will be recorded in the warrant as # of yes votes - # of no votes - # of abstentions in favor, e.g. 5-0-0 in favor. Once the votes are completed, they will be added to the draft Warrant. Article numbers will be assigned as the Warrant is finalized.

The draft Town Meeting Articles list is also included, and the Board may wish to discuss or provide guidance to staff on any of the articles listed or articles that should be listed.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Votes to recommend will not be included in the warrant.

SUGGESTED ACTION: *Motion to recommend {insert article title here} as printed.*

ATTACHMENTS:

1. Articles requiring votes to recommend

NINE-TENTHS VOTE

Article 4: Pay Prior Year Invoices

To see if the Town will vote to appropriate from available funds such sums of money necessary to pay prior year unpaid bills listed below:

DATE	TO	AMOUNT
June 30, 2022	KP Law	\$1,580.00
June 30, 2022	KP Law	\$260.00
TOTAL		\$1,840.00

or take any other action relative thereto.

Requested by the Select Board

Explanation: Massachusetts General Law requires that unpaid bills from a previous fiscal year be authorized by a nine-tenths vote at Town Meeting. This article will authorize the payment of outstanding bills from the last fiscal year (FY2022).

Finance Committee Recommendation			
Select Board Recommendation			

Article 5: FY2024 Omnibus Budget Appropriation

To see if the Town will vote to raise and appropriate and transfer from available funds the sum of [REDACTED] [REDACTED] Dollars and no cents (\$XX,XX,XXX.00) to defray the expenses and charges of the Town of Truro in Fiscal Year 2024 (the period from July 1, 2023 through June 30, 2024), including the costs of public education, debt service and interest payments, and to meet said appropriation by the following means:

Source	Amount
Raise through taxation	[REDACTED]
Transfer from Beach Receipts Reserved for Appropriation	[REDACTED]
Transfer from Pamet Harbor Receipts Reserved for Appropriation	[REDACTED]
Transfer from Recreation Receipts Reserved for Appropriation	[REDACTED]
Transfer from Conservation Commission Receipts Reserved for Appropriation	[REDACTED]
Transfer from Educational/Governmental Programming Access Fund	[REDACTED]

or take any other action relative thereto.

Requested by the Select Board

*Explanation: The proposed Fiscal Year 2024 Operating Budget can be found as Appendix A in the Annual Town Meeting Warrant. The Budget format contains the expenditure figures for Fiscal Year 2022, appropriation figures for Fiscal Year 2023, and Town Departments, Finance Committee and Select Board Fiscal Year 2024 recommendation. Please refer to the Select Board’s Message to the voters on page **Error! Bookmark not defined.** and the Finance Committee’s Message on page **Error! Bookmark not defined.***

Finance Committee Recommendation			
Select Board Recommendation			

ARTICLE 6: SECTION 7: TO FUND NORTH JETTY BEACH REMEDIATION PROJECT

To see if the Town will vote to transfer the sum of Two Hundred Fifteen Thousand Dollars and no cents (\$215,000.00) from Free Cash to the Pamet Harbor Dredge Budget (01066058) to pay the costs of the beach remediation project at Pamet Harbor’s north jetty, and for the payment of all other costs incidental and related thereto; or take any other action relative thereto.

Requested by the Select Board

Explanation: The breach at Pamet Harbor’s north jetty (south end of Corn Hill beach) worsened in the 2022/2023 winter storm season to the point of creating a breach between the beach and the north jetty. With less barrier beach to collect the sand, wave energy is pushing beach sand into the approach channel of the Harbor more rapidly, making for dangerous navigation conditions. Simply performing maintenance dredging will not provide enough sand to rebuild the beach, so with consultation from the BSC Group, and emergency permitting from the regulatory agencies, the town prepared a short-term remediation plan to install coir rolls across the breach to collect sand and rebuild the barrier beach. This is a short- to medium- term solution that will be implemented while the coastal geology of the area is studied and longer- term solutions are identified.

Finance Committee Recommendation			
Select Board Recommendation			

ARTICLE 6: SECTION 14: TO FUND SUPPLEMENTAL SHORT-TERM EMS SUPPORT

To see if the Town will vote to transfer the sum of Seven Hundred Six Thousand Dollars and no cents (\$706,000.00) from Free Cash to the Fire & Rescue Department Budget (010220) to pay the costs of one-time and short-term Emergency Medical Service provision and related equipment and capital, and for the payment of all other costs incidental and related thereto; or take any other action relative thereto.

Requested by the Select Board

Explanation: This Free Cash request will be used to fund short-term Emergency Medical Service supplemental support as the Fire & Rescue Department begins to transition to a service-provision model where the department operates without the supplemental support of Lower Cape Ambulance. Lower Cape Ambulance and the Towns of Provincetown and Truro will enter into another contract so that Lower Cape Ambulance can continue to support both towns through the service-provision transition. This Free Cash transfer will also be used to fund other short-term recruitment tools and contingency plans to ensure adequate service provision throughout the transition, as well as to fund related equipment and capital needs.

Finance Committee Recommendation			
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Select Board Recommendation			
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TWO-THIRDS VOTE

Article X: Acquisition of 71 North Pamet Road

To see if the Town will vote to authorize the Select Board: (a) to acquire, by purchase, gift or otherwise, title to certain improvements, including, but not limited to a single-family residence, located at 71 North Pamet Road, Truro, being Tax Map 47-134-0, and, further, to lease all or a portion of the land, utilities and other amenities associated with said improvements; (b) to transfer from free cash the sum of \$260,000.00 for the purpose of funding said acquisition and costs incidental or related thereto; (c) to authorize the Select Board to lease said property to employees of the Town, on such terms and conditions as the Select Board deems necessary or appropriate; and (d) to authorize the Select Board to enter into all agreements and execute any and all instruments on behalf of the Town as may be necessary or appropriate to effectuate this article, or take any other action relative thereto.

Requested by the Select Board

Select Board Comment: The Truro Conservation Trust was gifted 71 North Pamet Road and offered the town a long-term lease for the home on the property. The home will be used for housing of the Town of Truro’s workforce needs, with its initial tenants intended to be paramedics for the Town. The land itself will remain in the possession of the Trust. This article seeks to transfer \$260,000 of available certified Free Cash to pay the costs of funding the acquisition and for authorization of the Select Board to enter into the necessary associated agreements.

Finance Committee Recommendation			
Select Board Recommendation			

Article X: Amend General Bylaws, Chapter IX Stretch Energy Code

To see if the Town will vote to replace Chapter IX of the Town of Truro General Bylaws, entitled “Stretch Energy Code” with “Specialized Energy Code” (language below) for the purpose of regulating the design and construction of buildings for the effective use of energy and reduction of greenhouse gas emissions, pursuant to 225 CMR 22 and 23 including Appendices RC and CC, including future editions, amendments or modifications thereto, with an effective date of January 1, 2024, a copy of which is on file with the Town Clerk:

CHAPTER IX SPECIALIZED ENERGY CODE

§ 9-1 DEFINITIONS

International Energy Conservation Code (IECC) – The International Energy Conservation Code (IECC) is a building energy code created by the International Code Council. It is a model code adopted by many state and municipal governments in the United States for the establishment of minimum design and construction requirements for energy efficiency, and is updated on a three-year cycle. The baseline energy conservation requirements of the MA State Building Code are the IECC with Massachusetts amendments, as approved by the Board of Building Regulations and Standards and published in state regulations as part of 780 CMR.

Specialized Energy Code – Codified by the entirety of 225 CMR 22 and 23 including Appendices RC and CC, the Specialized Energy Code adds residential and commercial appendices to the Massachusetts Stretch Energy Code, based on amendments to the respective net-zero appendices of the International Energy Conservation Code (IECC) to incorporate the energy efficiency of the Stretch energy code and further reduce the climate impacts of buildings built to this code, with the goal of achieving net-zero greenhouse gas emissions from the buildings sector no later than 2050.

Stretch Energy Code - Codified by the combination of 225 CMR 22 and 231, not including Appendices RC and CC, the Stretch Energy Code is a comprehensive set of amendments to the International Energy Conservation Code (IECC) seeking to achieve all lifecycle cost-effective energy efficiency in accordance with the Green Communities Act of 2008, as well as to reduce the climate impacts of buildings built to this code.

§ 9-2 PURPOSE

The purpose of 225 CMR 22.00 and 23.00 including Appendices RC and CC, also referred to as the Specialized Energy Code is to provide a more energy efficient and low greenhouse gas emissions alternative to the Stretch Energy Code or the baseline Massachusetts Energy Code, applicable to the relevant sections of the building code for both new construction and existing buildings.

§ 9-3 APPLICABILITY

This energy code applies to residential and commercial buildings.

§ 9-4 SPECIALIZED CODE

The Specialized Code, as codified by the entirety of 225 CMR 22 and 23 including Appendices RC and CC, including any future editions, amendments, or modifications, is herein incorporated by reference into the Town of Truro General Bylaws, Chapter IX.

The Specialized Code is enforceable by the inspector of buildings or building commissioner.

or take any other action relative thereto.

Requested by the Energy Committee and Climate Action Committee

Explanation: The Town voted at the 2022 Annual Town meeting to adopt Article 53 “to have the Select Board charge the Climate Action Committee and Energy Committee to work with other pertinent Town committees to define a Carbon Net Zero standard for new construction and deliver that standard for approval to Town Meeting.”

The Specialized Energy Code, written by the Massachusetts Department of Energy Resources (DOER), defines Net-zero Building as:

A building which is consistent with achievement of MA 2050 net zero emissions, through a combination of highly energy efficient design together with being an all-electric or Zero Energy Building, or where fossil fuels are utilized, a building fully pre-wired for future electrification and that generates solar power on-site from the available Potential Solar Zone Area.

Since that vote, the updated Stretch Energy Code, which is mandatory for Green Communities like Truro, and the Specialized Energy Code were written by DOER, as per the 2021 Climate Law, AN ACT CREATING A NEXT-GENERATION ROADMAP FOR MASSACHUSETTS CLIMATE POLICY.

The Committees have been participating in the Specialized Energy Code discussions with DOER and believe that the resulting Specialized Energy Code will meet the Net Zero goals of Truro voters for new construction and large additions to dwellings over 1,000 sq ft or over 100% of the existing conditioned floor area, while providing a cost-effective means to doing so. By adopting this standardized state code, the Town should have access to state resources for education and implementation assistance.

One example of meeting the Specialized Energy Code is to follow the Passive House Pathway which ensures an energy efficient building. The Cloverleaf Developer reviewed the Passive House Pathway in the Specialized code, found it to be cost effective, and adopted it.

225 CMR (Code of Massachusetts Regulations) 22 and 23 in combination form the Stretch Code – and must be adopted together and not in part. Municipalities may also elect to adopt the combination of Appendix RC of 225 CMR 22 (Residential Code for Low rise residential) and Appendix CC of 225 CMR 23 (Commercial Code for all other buildings) which together form the Municipal Opt-in Specialized code (Specialized Code).

Per the Massachusetts Municipal Association, the Specialized Municipal Opt-in Code includes net-zero building performance standards and is designed to achieve state greenhouse gas emission limits and sublimits. This code is expected to help Massachusetts meet its goal of 50% greenhouse gas emissions reduction from the 1990 baseline levels by 2030.

Energy Committee Recommendation	5	0	0
Climate Action Committee Recommendation	3	0	0

Select Board Recommendation			
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TWO-THIRDS VOTE

Article X: Amend Zoning Bylaw §10.4 Definitions – Street Definition and Add New Bylaw §30.11 Regulating Streets and Frontage

To see if the Town will vote to modify the Zoning Bylaw by amending Section 10.4 Definitions and adding new Section 30.11 Streets and Frontage by deleting the language in ~~strike through~~, adding the **bold underlined** wording and enumerate the street definition and frontage bylaws accordingly.

§10.4 Definitions

~~*Street: A public or private way which affords access to abutting property. For the purposes of this bylaw, the terms “street”, “road”, “way” and “right-of-way” bear the same meaning. When a street(s) is to be used for lot frontage, the street(s) shall conform to the requirements of the Town of Truro Subdivision Regulations, Section IV, Design Standards, (b), (c) and (d) as they existed on January 1, 1989. Street(s) shall have a centerline length in excess of 100 feet. For dead end street(s), this distance shall be measured from the sideline of the layout of the road to be intersected to the opposite end of the layout of the turnaround cul-de-sac. Town of Truro paved streets that: (1) have a minimum layout width of 20 feet, (2) were created prior to January 1, 1989 and (3) were accepted by Truro Town Meeting, are exempt from the width requirements of the Town of Truro Subdivision Regulations, Section IV, Design Standards. These accepted public paved ways shall be deemed adequate as frontage for the issuance of building permits. The list of accepted public paved ways is available from the Town of Truro Town Clerk upon request.*~~

Street: A private or public way by which vehicles and pedestrians can safely gain access to and egress from homes, places of business and other locations. For the purposes of this bylaw, the terms “street” and “road” bear the same meaning.

Travelway: the portion of a road layout designed for vehicular travel; the traveled portion of the way. For the purposes of this bylaw, the terms “Travelway” and “Traveled Way” bear the same meaning.

Roadway: refers to an existing way not yet classified as a “Street”, including the travelway and associated right-of-way on either side of the travelway.

Section 30.11 Streets and Frontage

A. Purpose:

1. *It is the intent of this section to provide the minimum requirements for existing roadways to qualify as “Streets” in order to serve as frontage for the purposes of obtaining a building permit. A list of roadways qualified as “Streets” is to be maintained by the Town Clerk.*
 2. *All roadways submitted to the Town for qualification as “Streets” must satisfy the requirements and application process enumerated in paragraphs C through F below, except as otherwise noted.*
- B. Ways Qualified as “Streets”:**
1. *All Town of Truro paved public ways with a 20’ minimum Right of Way width, created prior to January 1989, that have been accepted by the Truro Town Meeting and that the Town Clerk certifies are maintained and used as a public way.*
 2. *All State roads, designated and maintained by the Commonwealth of Massachusetts.*
 3. *A way that has been approved by the Planning Board, constructed in accordance with its subdivision plan and its associated covenants at the time of its approval and recorded at the Barnstable County Registry of Deeds.*
- C. Prerequisite Qualifications: these criteria are required of all roadways applying for status as “Streets”:**
1. *The roadway shall have a smooth graded or paved surface free of ruts, potholes or other impediments to vehicular travel to the extent that a passenger car can negotiate the road safely at a continuous speed of at least 10 mph.*
 2. *Public Safety Clearances: In order to provide safe passage for safety and emergency vehicles roadways submitted for approval as “Streets” must satisfy the following minimum clearance requirements (See Truro General Bylaws, Chapter 1, Section 1-9-13.):*
 - a. *The traveled way of any street shall be no less than eight (8) feet wide.*
 - b. *The combined traveled way and clearance of any obstacles including vegetation shall be no less than fourteen (14) feet.*
 - c. *Height clearance shall be no less than fourteen (14) feet from the road surface.*
 3. *Right-of-way location and width:*
 - a. *Roadways that have their right-of-ways defined as a single line crossing (dividing) one lot are not eligible for classification as “Streets”.*
 - b. *Utility Panels: The minimum right-of-way width shall be the width of the clear travelway (for paved roads, this dimension to be taken as outside of curb to outside of*

curb), plus a five (5) foot wide utility panel outboard of the travelway on each side of the travelway. Where site conditions preclude a utility panel on one side of the road, the application may include a request to the Planning Board for acceptance of a utility panel on only one side of the travelway.

4. Roadways Ineligible for Street status:

- a. Roadways (or portions thereof) wholly or partially within FEMA flood zones AE, A0, A1-30, V, VE, or V1-30.
- b. Roadways (or portions thereof) designated as “Low Lying Roads” by the Cape Cod Commission.

D. Pre-Submission Review:

1. Pre-Submission Review: Prior to submitting a completed application for Street status applicants may find it useful to review the proposed Street with the Planning Board to review general details and potential problems informally. Pencil sketches and other photos or illustrations, which need not be professionally prepared, will assist the informal discussion. A pre-submission review is strictly a voluntary procedure left to the discretion of the applicant and has no legal status.

E. Application Requirements:

1. A completed Street Certification Application form.
 - a. The application shall clearly stipulate whether the determination is for the entire length of the roadway or the roadway up to and including a specific lot located on said roadway. The specific lot shall be identified by both location address and Town Assessor’s office tax map/parcel number(s).
 - b. Applications shall include the identification of the street the roadway connects to. Roadways seeking “Street” status must be connected to previously approved street(s), that is, newly approved “Streets” cannot be isolated from other Streets and accessible only by ways that do not have Street status.
 - c. The application shall include a survey plan of the roadway and a centerline profile of the travelway, beginning from the connection point to the existing street(s). The plan shall have fully defined right-of-way boundaries capable of being fully established and identified in the field by survey. Field survey of the right-of-way shall be conducted at the applicant’s expense and a survey plan stamped by a

- licensed Land Surveyor shall be submitted as part of the application.
- d. The field survey requirement in paragraph E.1.c above may be waived if: a) the roadway is already part of a subdivision plan previously approved by the Planning Board that meets all the requirements of Section 30.11, b) is stamped by a Registered Land Surveyor and c) is recorded at the Barnstable County Registry of Deeds.
- e. The application shall contain a roadway maintenance plan. The maintenance plan shall describe the nature and frequency of maintenance, the lot owner(s) financially responsible for this maintenance and how this cost will be shared. The plan shall bear the signatures of said lot owners. (This plan shall be included within the recorded plan and a signed copy of the maintenance plan shall be recorded as part of the covenant.)
- f. Future Development Considerations: The following information shall be required as part of all Street applications and shall be sufficient, in the judgement of the Planning Board, to allow the Board to assess the potential for future development that could potentially impact future traffic volume on the applied-for Street section.
1. Inventory: The application shall include a list all lots with frontage on the proposed street including: current owner, address, acreage, frontage length and tax map parcel number.
 2. Applications for Street status involving only a partial length of a roadway shall include an inventory (per paragraph E.1.f.1 above) of all lots that can only be accessed via the roadway in question, including all lots located beyond the limits of the Street application.
- g. Newly approved "Street" status of a roadway does not relieve the existing lot(s) from any further requirements of either Massachusetts General Law or the Truro Zoning Bylaw (as amended).

F. Approval Process:

Upon receipt of an application to grant Street status to an existing roadway the Planning Board shall make a determination of the adequacy of a street using the procedure outlined below:

1. Upon the filing of a completed application and prior to the public hearing said application shall be transmitted to the Fire Department,

- Police Department, Department of Public Works and the Building Commissioner. The Planning Board may optionally solicit additional comment from other Town Boards and Departments as it deems appropriate. Each of these departments shall conduct an on-site review of existing roadway conditions and shall have a period of 14 days from the date of the request to submit a written report of their findings, including any public safety concerns, to the Planning Board.
2. Prior to the opening of the public hearing, the Planning Board members shall make an on-site visit of the roadway under consideration for "Street" status.
 3. Prior to the opening of the public hearing, the applicant shall show proof to the Planning Board that all parties who have a share of the ownership of the land beneath the roadway or frontage upon said roadway under consideration have been notified by certified mail.
 4. Public Hearing – The Planning Board shall hold a duly noticed public hearing within forty-five (45) days of receipt of a completed application requesting the upgrade of a roadway to "Street" status. Notice shall be made no less than fourteen (14) days prior to the scheduled public hearing via regular first class mail to all the owners of properties abutting said roadway.
 5. Requirements – The applicant shall show to the satisfaction of the Planning Board that the travelway has sufficient width, suitable grades, geometry and construction and is in serviceable condition to provide access for emergency vehicles as well as safe travel and adequate circulation in order to be classified as a "Street".
 6. Review Criteria: The Planning Board shall first review the application for completeness and the comments of the Town officials. In its evaluation of the roadway, the Planning Board may optionally refer to and may utilize existing road standards as outlined in the Town of Truro Rules and Regulations Governing the Subdivision of Land (as amended) and the Town of Truro General Bylaws (as amended) as guidelines. This review may include the need for guardrails, turn-outs, pavement on steep road sections, a material upgrade of the road surface in questionable terrain, provisions for drainage, etc. as necessary to insure the safety of the residents of the abutting lots of the newly approved "Street". Such required improvements should precede "Street" status final approval or be secured by an appropriate performance guarantee per sections 2.5.4. through 2.5.7. of the Town of Truro Rules and Regulations Governing the Subdivision of Land (as amended).

G. Decision:

1. By a majority vote of the Planning Board, the petition for roadway "Street" status may be approved. The approval decision shall contain the required plan(s) and the associated covenants including the required

maintenance agreement and any other stipulations the Board deems necessary.

2. *The Planning Board’s Decision with findings on the determination of the adequacy of the roadway shall be filed with the Town Clerk within 30 days after the close of the hearing.*
3. *Any denial of “Street” status shall be accompanied by findings of fact supporting the Planning Board’s decision.*
4. *Appeal:*
 - a. *Any appeal from the decision must be filed with the Truro Zoning Board of Appeals within thirty (30) days from the date of filing with the Truro Town Clerk.*
 - b. *Any further appeal shall be conducted per the provisions of Massachusetts General Laws Chapter 40A, Section 17.*

H. Recording:

1. *It shall be the responsibility of the applicant to obtain a true attested copy of the decision from the Town Clerk after the thirty (30) day appeal period has lapsed or after all further appeals have been denied or dismissed. The applicant shall be responsible for recording the “Street” status decision at the Barnstable Registry of Deeds or Land Court, as applicable. Prior to the issuance of a building permit, the applicant shall present evidence of such recording to the Building Commissioner, the Truro Town Clerk, and the Truro Planning Board. The Town Clerk shall keep and maintain a list of all ways qualified as “Streets”.*

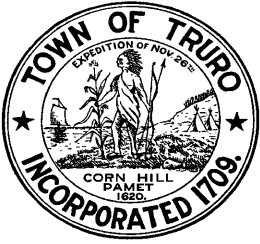
or to take any other action relative thereto.

Requested by the Planning Board

Planning Board Comment:

Select Board Comment:

Planning Board Recommendation			
Select Board Recommendation			



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Darrin Tangeman, Town Manager

REQUESTED MEETING DATE: March 28, 2023

ITEM: Discussion and Vote to approve the Order of Warrant Articles

EXPLANATION: Staff requests the Board's approval of the order of the warrant articles. A list with a recommended order is attached. Once finalized, the staff will number and order the articles as approved.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Staff will not have guidance on the order of the warrant articles.

SUGGESTED ACTION: *MOTION TO approve the order of the articles as recommended.*

ATTACHMENTS:

1. Order of Articles List

INTRODUCTION	Error! Bookmark not defined.
Truro’s Town Meeting Guide	Error! Bookmark not defined.
Message from the Select Board	Error! Bookmark not defined.
Message from the Finance Committee	Error! Bookmark not defined.
Terms Used in Municipal Finance	Error! Bookmark not defined.
Fiscal Year 2024 Five Year Capital Improvement Overview	Error! Bookmark not defined.
Five-Year Debt Schedule: FY2024- FY2028	Error! Bookmark not defined.
GREETING	Error! Bookmark not defined.
CUSTOMARY & FINANCIAL ARTICLES	Error! Bookmark not defined.
Article 1: Authorization to Hear the Report of Multi-member Bodies	Error! Bookmark not defined.
Article 2: Authorization to Set the Salary of the Select Board	Error! Bookmark not defined.
Article 3: Authorization to Set the Salary of the Moderator	Error! Bookmark not defined.
Article 4: Pay Prior Year Invoices	Error! Bookmark not defined.
Article 5: FY2024 Omnibus Budget Appropriation	Error! Bookmark not defined.
Article 6: Transfer of Funds from Free Cash	Error! Bookmark not defined.
SECTION 1: TO REDUCE OR STABILIZE THE FY2024 TAX RATE	Error! Bookmark not defined.
SECTION 2: TO THE OPEB TRUST FUND	Error! Bookmark not defined.
SECTION 3: TO THE CAPITAL EXPENSE STABILIZATION FUND	Error! Bookmark not defined.
SECTION 4: TO STABILIZATION FUND	Error! Bookmark not defined.
SECTION 5: TO FUND FALL 2023 SPECIAL TOWN MEETING/ ELECTION	Error! Bookmark not defined.
SECTION 6: TO GENERAL FUND RESERVE FUND	Error! Bookmark not defined.
SECTION 7: TO FUND NORTH JETTY BEACH REMEDIATION PROJECT	Error! Bookmark not defined.
SECTION 8: TO FUND SUBSTANCE USE DISORDER PROGRAM	Error! Bookmark not defined.
SECTION 9: TO PROCURE CONSTRUCTION SERVICES FOR PARKING LOT PAVING AND BEACH PARKING LOT MAINTENANCE	Error! Bookmark not defined.
SECTION 10: TO REPLACE THE EXTERIOR DOORS FOR TRURO CENTRAL SCHOOL	Error! Bookmark not defined.
SECTION 11: TO EMPLOYEE BENEFIT ACCOUNT	Error! Bookmark not defined.
SECTION 12: TO FUND A HYDROGEOLOGIC EVALUATION OF A TRURO NEIGHBORHOOD (POND VILLAGE)	Error! Bookmark not defined.
SECTION 13: TO FUND A COMPREHENSIVE WASTEWATER MANAGEMENT PLAN ..	Error! Bookmark not defined.
SECTION 14: TO FUND SUPPLEMENTAL SHORT-TERM EMS SUPPORT	Error! Bookmark not defined.
Article 7: Revolving Fund Expenditure Limits	Error! Bookmark not defined.
Article 8: Authorization to Expend Funds in Anticipation of Reimbursement for State Highway Assistance Aid	Error! Bookmark not defined.
Article 9: Transfer of Funds from Capital Stabilization Fund for the Public Safety Facility Repair Project	Error! Bookmark not defined.
Article 10: Transfer of Funds from Affordable Housing Stabilization Fund to Affordable Housing Trust Fund	Error! Bookmark not defined.
Article 11: General Override for Emergency Medical Services Provision	Error! Bookmark not defined.
Article XX: General Override for Community Sustainability Package (Programs & Position)	Error! Bookmark not defined.
Article X: General Override for Community Sustainability Programs	Error! Bookmark not defined.
Article X: General Override for Housing Coordinator	Error! Bookmark not defined.
Article X: General Override for Student Resource Officer	Error! Bookmark not defined.
PROPERTY ACQUISITION ARTICLES	Error! Bookmark not defined.
Article X: Acquisition of 71 North Pamet Road	Error! Bookmark not defined.
COMMUNITY PRESERVATION ACT ARTICLES	Error! Bookmark not defined.
Article X: Community Preservation Act: Contribution to the Affordable Housing Trust Fund	Error! Bookmark not defined.
Article X: Community Preservation Act: Housing Consultant	Error! Bookmark not defined.

Article X: Community Preservation Act: Regional Contribution for 3 Jerome Smith Way, Provincetown Error! Bookmark not defined.

Article X: Community Preservation Act: Congregational Cemetery Restoration Error! Bookmark not defined.

Article X: Community Preservation Act: Historic Self-Guided Tour Error! Bookmark not defined.

Article X: Community Preservation Act: Historic Cemetery Field Guide Error! Bookmark not defined.

Article X: Community Preservation Act: Cobb Archive Library Gutters Error! Bookmark not defined.

Article X: Community Preservation Act: Edgewood Farm Barn Chimneys and Cupola PreservationError! Bookmark not defined.

Article X: Community Preservation Act: Bunker Cottage/Corn Hill Boathouse Historic Preservation Error! Bookmark not defined.

Article X: Community Preservation Act: Displays at Highland House Museum Error! Bookmark not defined.

Article X: Community Preservation Act: Open Space Reserve Error! Bookmark not defined.

Article X: Community Preservation Act: Administrative Support Error! Bookmark not defined.

PERSONNEL BYLAW ARTICLES Error! Bookmark not defined.

Article X: Amend Personnel Bylaw 8.1 Holidays Error! Bookmark not defined.

GENERAL BYLAW ARTICLES Error! Bookmark not defined.

Article X: Amend General Bylaws 7-2: Community Preservation Committee: Administration Error! Bookmark not defined.

Article X: Amend General Bylaws, Chapter IX Stretch Energy Code Error! Bookmark not defined.

MASSACHUSETTS GENERAL LAW ARTICLES Error! Bookmark not defined.

Article X: Amend Planning Board Term Lengths As Provided by MGL c.41, s.81a Error! Bookmark not defined.

Article X: Accept Provisions of MGL Chapter 40 Section 5F – Creation of a Receipts Reserve for Ambulance Fund Error! Bookmark not defined.

CHARTER AMENDMENT ARTICLES Error! Bookmark not defined.

Article X: Add New Charter Section 6-2-13 Error! Bookmark not defined.

ZONING BYLAW ARTICLES Error! Bookmark not defined.

Article X: Amend Zoning Bylaw §10.4 Definitions – Street Definition and Add New Bylaw §30.11 Regulating Streets and Frontage Error! Bookmark not defined.

Article X: Amend Zoning Bylaw §40.1 Duplex Houses and Apartments; and §30.2 Use Table Error! Bookmark not defined.

HOME RULE PETITION ARTICLES Error! Bookmark not defined.

Article X: Home Rule Petition to Amend the Terms of the Truro Housing Authority .. Error! Bookmark not defined.

PETITIONED ARTICLES Error! Bookmark not defined.

Article X: Comprehensive Out-Of-School Program- Petitioned Article Error! Bookmark not defined.

Article X: Community Livability & Sustainability Article- Petitioned Article Error! Bookmark not defined.

Article X: Dog Restraint Regulations- Petitioned Article Error! Bookmark not defined.

Article X: Mill Pond Tidal Restoration Project- Petitioned Article Error! Bookmark not defined.

Article X: Amend Zoning Bylaw 50.2.B.2 Building Gross Floor Area for the Residential District- Petitioned Article Error! Bookmark not defined.

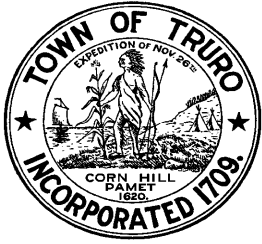
Article X: M.G.L. Chapter 43, Section 10; Section 5-4-2 Town Charter- Petitioned Article Error! Bookmark not defined.

ANNUAL TOWN ELECTION Error! Bookmark not defined.

POSTING OF THE WARRANT Error! Bookmark not defined.

APPENDIX A: OMNIBUS BUDGET- FISCAL YEAR 2024 Error! Bookmark not defined.

APPENDIX B: CAPITAL IMPROVEMENT BUDGET OF PROJECTED CAPITAL NEEDS FY2024- FY2028
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TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Darrin Tangeman, Town Manager

REQUESTED MEETING DATE: March 28, 2023

ITEM: Vote to Approve and Electronically Sign the Posting of the Warrant

EXPLANATION: In accordance with Town Charter 2-3-5, the Town Meeting Warrant must be posted at least 14 days before the date of a Town Meeting.

After the Select Board signs, the warrant will be signed by Town Clerk, Kaci Fullerton, and will be posted by the Town Constable in accordance with Massachusetts General Law and Town Charter. Staff will add the Board members' electronic signatures to the warrants.

Annual Town Meeting will be held on Tuesday, April 25, 2023, at 5:00pm at the Truro Central School.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: *Motion to approve and electronically sign the 2023 Annual Town Meeting Warrant posting and to post the Warrant in accordance with the Town Charter.*

SUGGESTED ACTION: MOTION TO

ATTACHMENTS:

1. Posting of the Town Meeting Warrant 2023

POSTING OF THE WARRANT

In conformity with Section 2.3.5 of the Truro Town Charter, you are hereby directed to serve these warrants, by posting duly-attested copies in Town Hall, the United States Post Offices, two other public places in Truro and two other public places in North Truro, fourteen days, at least, before the date of said meeting.

Hereto fail not and make due return of the warrants, together with your doings thereon, to the Town Clerk, at time and place of said meetings. Given unto our hands this 28th day of March in the Year of our Lord, Two Thousand and Twenty-Three.

We, the members of the Select Board of the Town of Truro, have read the warrant for Annual Town Meeting to be held at 5:00pm on April 25, 2023, at the Truro Central School and have read the warrant for the Town election to be held from 7:00 am to 8:00 pm on May 9, 2023 at the Truro Community Center.

Acting in capacity of the Select Board we do hereby grant approval of and permission for the above mentioned warrant.

Kristen M. Reed, Chair

Robert M. Weinstein, Vice-Chair

John R. Dundas, Clerk

Susan H. Areson

Stephanie J. Rein

A true copy, attest:

Kaci Fullerton
Town Clerk, Town of Truro

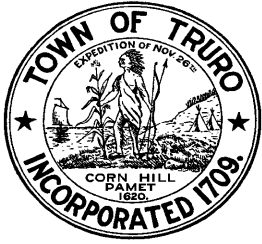
Select Board: I have served this warrant by posting duly attested copies thereof at the following places: Truro Post Office, N. Truro Post Office, Truro Public Safety Facility, Truro Public Library, Truro Transfer Station, Truro Central School, Truro Community Center, and Truro Town Hall.

Constable

Date

Annual Town Meeting – Tuesday, April 25, 2023

POSTING OF THE
WARRANT



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: DPW

REQUESTOR: Darrin Tangeman, Town Manager, and Jarrod J. Cabral, DPW Director

REQUESTED MEETING DATE: March 28th, 2023

ITEM: Discussion and Possible Vote on Mill Pond Culvert Project

EXPLANATION: The Mill Pond culvert replacement project has moved into the final design and permitting phase with four alternatives to review. The alternatives were modeled and developed with consideration to 100yr storm events, storm of record, climate change and sea level rise. Staff has recommended to install a 95' engineered channel breach with a pedestrian bridge to accommodate bikers and walkers, and to eliminate through traffic.

FINANCIAL SOURCE (IF APPLICABLE): All preliminary engineering has been funded by the Cape Cod Conservation District, and the Division of Ecological Restoration. Final design and permitting will be funded by the Division of Ecological Restoration. The USDA has verbally committed to funding 75% of construction, and we anticipate a contract agreement this summer or early fall. The Town will then be required to fund the remaining 25% of construction through non-federal grants awards, through Town Meeting in April of 2024, or a combination of the two.

IMPACT IF NOT APPROVED: Culvert replacement alternative will not be selected and project will not move forward.

SUGGESTED ACTION: *Motion to approve moving forward with the final design and permitting of the recommended 95' engineered open channel breach for Mill Pond Rd with pedestrian bridge.*

Or: *Motion to approve moving forward with the final design and permitting of the 8'x8' box culvert replacement alternative for Mill Pond Rd.*

ATTACHMENTS:

1. Updated FAQ with additional estimates.

What would the current cost be for operations and maintenance for each alternative?

For O&M costs, we assumed some level of maintenance to replenish armor on the breach or repair the abandoned causeway that serves recreational access, \$1,500 and \$2,000 annually for the breach alternatives.

These are calculated as NPV, with a 15% contingency, 4% annual inflation and assuming a 10% discount rate - for concrete repairs twice and repaving the road twice over 50 years (not 2050), and \$1,500 annually and \$2,000 annually for the 65' and 95' breach alternatives. There isn't much of a difference between the two because a 10-ft culvert doesn't require much more O&M than an 8-ft culvert.

Calculations supporting these costs assume O&M from 2024 to 2074 (50 years).

Alt 1 – 8' Culvert:	\$2,215,000
Alt 2 - 10' Culvert:	\$2,235,000
Alt 3 – 65' Breach:	\$250,000
Alt 4 – 95' Breach:	\$330,000

Calculations supporting these costs assume O&M from 2024 to 2050 (26 years) – same assumptions of unit costs and areas/extent of O&M as above, but just a shorter duration (i.e., only repave and Mill Pond Road once in the next 26 years VS twice in the next 50 Years).

Alt 1 – 8' Culvert:	\$604,000
Alt 2 - 10' Culvert:	\$610,000
Alt 3 – 65' Breach:	\$68,000
Alt 4 – 95' Breach:	\$90,000

What would the cost be for each alternative in 2050?

These are calculated as NPV, with the 20% contingency and +50% upper range for construction, 4% annual inflation and assuming a 10% discount rate.

Alt 1 – 8' Culvert:	\$6,400,000
Alt 2 - 10' Culvert:	\$7,000,000
Alt 3 – 65' Breach:	\$3,250,000
Alt 4 – 95' Breach:	\$4,300,000

2050: \$8,200,000

What is the weir?

The little island (with the dead trees and vegetation) upstream of Mill Pond Road acts as a weir or a low head dam creating a damming effect in the pond. During an ebb tide when the pond is draining, this island feature acts like a weir (or low head dam) retaining water behind it so that Mill Pond never goes completely dry. The modeling indicated that this weir (damming) effect would remain following construction since we are not directly modifying this area (no dredging).

However, it is possible that a more efficient drainage channel may naturally establish due to increased tides and longer drainage times promoted by the larger proposed culvert, meaning that the pond could drain completely.

1. Do the decision matrix results, including the costs, that were shown in the table of the rankings of alternatives from Mitch Buck’s presentation pertain to 2070 or present day?

Response 1: Costs in Table 3 do not include O&M and are present day, not projected to year of construction, although the contingency and +50% would certainly include inflation for the next few years when construction would be anticipated to occur; this was noted above the table in the Tech Memo. O&M has been qualitatively evaluated (relative comparison to each alternative) for purposes of matrix scores. Since the question and presentation slide don’t mention O&M, I took it out of the response.

Please see the attached link to review the background for the costs and decision analysis matrices in the Mill Pond Alternatives Assessment Technical Memo – Page 23:

https://www.truro-ma.gov/sites/g/files/vyhli9766/f/uploads/mp_finalmillpondalternativestechmemo_20220629.pdf

and Attachment H with the more detailed Decision Analysis Matrices:

https://www.truro-ma.gov/sites/g/files/vyhli9766/f/uploads/mill_pond_alternative_technical_memorandum-fussoneill.pdf

These costs do not include future costs for supplemental field investigations, engineering analyses, design development, permitting, and construction oversight. It should also be noted that the costs only include fees associated with the construction cost and do not include long-term operation and maintenance costs. Detailed opinions of cost are provided in Attachment G, based on assessments of material quantities corresponding to conceptual drawings included in Attachment E.

Table 3
Order-of-Magnitude Opinions of Probable Construction Cost for Conceptual Alternatives

Conceptual Alternative	Order of Magnitude Opinion of Cost	-30%	+50%
Culvert Alternative No. 1	\$1.56M	\$1.17M	\$2.20M
Culvert Alternative No. 2	\$1.71M	\$1.49M	\$2.42M
Breach Alternative No. 1	\$795K	\$596K	\$1.13M
Breach Alternative No. 2	\$1.05M	\$785K	\$1.48M

2. Do the costs presented in the table represent only the initial construction costs or were operation & maintenance costs included as well?

Response 2: Please see response to Question #1. As noted in the report, costs do not include future operation and maintenance.

3. Is it correct that estimates of total costs were inflated by 50% for all four alternatives?

Response 3: A cost estimate was developed that had a 20% contingency (i.e. uncertainty), which reflects the fact that only conceptual plans have been developed at this point. An additional range of -30% to +50% was applied for all four alternatives, with the upper range representing a conservative estimation for planning purposes due to the uncertainty at this design and considering that construction is likely several years away. Construction costs have increased dramatically due to labor and materials costs to contractors in recent times. Cost will be further refined once the selected alternative is advanced further through the engineering design process.

4. Is it correct that costs associated with recreation including a pedestrian bridge, recreational area, and adequate parking would only apply to the two breach options but were not included in the total costs presented?

Response 4: That is correct. After final design is completed the estimates will be refined further, but we do not expect the amount to shift all that much. There are also additional grant funding opportunities available to fund recreational improvements for the public, such as a pedestrian bridge, that are not available for vehicular bridges or road raising. The pedestrian bridge, parking, and access could also be phased so that it is constructed at a later date after construction of the alternative.

5. Are there any other downstream i.e., future costs, other than operations and maintenance considered in the analysis?

Response 5: Following construction it is not anticipated that there would be significant additional costs for any alternative beyond O&M. However, as part of the permitting process we expect the Army Corps to require the Town to complete post-construction environmental monitoring (as they have for the East Harbor and Eagle Neck Creek projects) no matter which alternative is chosen.

6. If there are other downstream costs, are there any significant differences in these costs for each of the alternatives and if so, which options are estimated to be more costly?

Response 6: Assuming downstream costs refers to future expenditures following construction, the culvert alternative will be more costly for the town to upkeep and maintain the roadway for vehicular traffic in the face of rising seas. It should be noted that the design life of a culvert is typically 50-75 years in a marine environment, assuming proper O&M is completed. While the life of a structure may extend beyond 75 years with more significant repairs and upkeep, it should be noted that there will be perpetual replacement costs for the culvert, as well as maintenance of the 1,600 feet of pavement on both sides of the culvert, as long as the road remains in service.

7. Were future costs discounted to present value and if so, what was the discount/interest rate used?

Response 7: No.

8. Was a table similar to what is shown below provided in the full Woods Hole report or if not, can you please share the initial scores and the weights (priorities) assigned to the larger breach and larger culvert alternatives? All scores can be found

	8' x 8.5' Culvert	10' X 8.5' Culvert	65' breach	95' Breach
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Evaluation Criteria	Score	Weight	Score	Weight	Score	Weight	Score	Weight
Environmental Impacts								
Property Impacts								
Ecology								
Emergency Response								
Recreation								
Construct cost & duration								
Operation & Maintenance								
Resiliency								

Response 8: Yes please see Attachment H at the link provided in response Question 1.

9. Who decided on these scores for each of the alternatives, i.e., was it the Woods Hole Group with your input?

Response 9: The criteria and scores were developed by the Woods Hole Group and Fuss & O’Neill based on our experience with projects of these types, and then were reviewed with Division of ecological restoration, Cape cod Conservation District, the USDA, and Town Staff.

10. As you know, the MC-FRM uses probabilistic modeling that attempts to address the uncertainty associated with the effect of future storm surge events and sea level changes on the assessment of coastal resiliency. However, there is also uncertainty surrounding the other variables in the analysis of the four Mill Pond remedial alternatives besides coastal hazards. Was sensitivity analysis performed in which the baseline values of all the evaluation criteria specified in the table shown above, including their initial scoring and weights, were varied over plausible ranges to evaluate how these changes might impact the final ranking of the alternatives?

Response 10: We recognize that there is always uncertainty surrounding criteria selection, scoring sensitivity, and weighting schemes when developing a decision analysis matrix. This is why both weighted and unweighted tables were developed to an effort to limit individual bias or criteria sensitivity. However, the breach alternatives scored an entire point higher than the culvert alternatives for both the weighted and unweighted tables since the breach alternatives do provide some additional ecological and coastal resiliency benefits at a lower cost to construct and maintain than either culvert alternative. Because of this it is unlikely that varying the scoring for the culvert alternative criteria would improve their scores enough to be competitive. Note that the decision analysis matrix is just one tool that is being used as part of the overall selection process.

11. While addressing coastal resiliency remains an important goal, Mill Pond Road is not considered to be a high-risk road according to the criticality scoring framework specified in the Cape Cod Commission Low-Lying Roads Project. Do any of the four remedial alternatives more favorably impact the coastal resiliency of any roads deemed to be high risk according to the Low Lying Road Project?

Response 11: The four alternatives will only have impacts to Mill Pond Road itself. This project

was not selected as a road improvement project from the Low Lying Roads Project, but, rather, was developed independently to address failing infrastructure that was also impairing the salt pond. This project was in motion before the Low-Lying Roads project even started. To learn more about the Low Lying road project please use the online data viewer accessed at the link below that shows probabilistic storm flooding and high tide flooding along with the criticality score:

<https://cccmission.maps.arcgis.com/apps/webappviewer/index.html?id=df26ade32d3245229d24d44814e9b030>

12. The table in Mitch Buck's presentation that lists the amount of inundation associated with the four alternatives shows an identical total area of inundation in acres associated with the larger culvert and the breach options. How does a breach option improve coastal resiliency?

Response 12: Coastal Resiliency is a framework for how a community plans for both the current and future needs of their coasts in a changing climate. In some instances, coastal resiliency means improving infrastructure to keep pace with rising seas and intensifying storms, in other cases it means relocating critical infrastructure out of rising seas, and in some cases nature is allowed to take its course as status quo is maintained. For Mill Pond, by creating an open channel breach and discontinuing use of the roadway, the Town will not be responsible or liable for maintaining this roadway as sea levels rise and storms intensify. It would also preclude the Town from expending additional taxpayer dollars to raise the roadway in the future to keep pace with our rising oceans.

Additionally, please see this excerpt from an opinion letter written by an independent Water Resource Consultant, Scott Horsley -

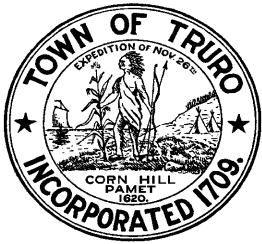
"I concur with the recommended alternative (breach channel with a 95-foot top). In my opinion, this is the best long-term solution and will provide the best water quality and ecological restoration results. With climate change and sea level rise in mind, this solution will also provide the most resilience to these changing conditions. The removal of the road and its associated stormwater drainage will be a net reduction in pollutant loading to the salt marsh and estuary."

13. In cost-effectiveness analysis it is often required that individual preferences for certain outcomes be accounted for and subjected to sensitivity analysis. Why weren't community/individual preferences surveyed and considered as an evaluation criteria or as a weight to each of the evaluation criteria?

Response 13: The goal of the work performed to date was for a team of experts, including scientists and engineers, to develop conceptual design replacement alternatives for the Town and public to evaluate further. The decision analysis matrix was developed as tool to help the town in ranking and evaluating alternatives that can be difficult to fully understand on their own; this tool is not the sole basis for making decisions. To this end, evaluation criteria were developed on an objective, scientific basis as a first step without subjective or biased opinions that may come from the public. Now that the information has been developed, it can be fully evaluated by the Town and public a large to make informed decisions.

The Mill Pond project is a multi-phase project where public outreach was planned to happen at this stage as part of the selection process. Part of the public outreach process is to capture the communities/individual preferences and through this process we are able to answer questions and discuss the project. To date we have held 13 public meetings and staff has been available every Friday at the Community Center from 2pm-4pm to answer the questions and discuss the project. Staff's job is to review all the data - past and present studies and make a recommendation to the Select Board without considering any political opinions, or what is the most popular

choice.



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant on behalf of Cassie Boyd-Marsh, Bailey Boyd Associates

REQUESTED MEETING DATE: March 28, 2023

ITEM: CDBG Loan Discharge

EXPLANATION: Bailey Boyd Associates was contacted by a local attorney handling the sale of a property which participated in the CDBG Housing Rehab program. When properties are sold, Bailey Boyd is contacted as their role as Grant Administrator and they submit a request for Truro's Town Manager to sign discharge papers. In this case, the papers were sent to the Cape CDP who was the subgrantee for this project. They signed and filed the discharge papers. Cape CDP was not authorized to do so. To supersede the discharge signed by the Cape CDP, the attorney recommended that Truro's Select Board sign new discharge papers.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The discharge of this loan will not be considered valid.

SUGGESTED ACTION: *Motion to approve the wet signature of the Discharge of Mortgage for 99 Bells Neck Road, West Harwich, MA by the Select Board.*

ATTACHMENTS:

1. Email and Memorandum explaining the issue
2. Discharge of Mortgage paperwork



MEMORANDUM

**TO: TRURO SELECT BOARD
DARRIN TANGEMAN, TOWN MANAGER**
FROM: CASSIE BOYD MARSH, GRANT ADMINISTRATOR
DATE: FEBRUARY 27, 2023
RE: HOUSING REHAB LOAN DISCHARGE

Attached are loan discharge documents from a past CDBG Housing Rehab loan recipient. Typically, when a loan is discharged during the sale of a property, Darrin is authorized to sign these documents as Town Manager, which are then recorded at the Barnstable County Registry of Deeds.

However, in this case, the loan was initially discharged by the Cape CDP who were the subgrantee for this grant and managed this project. Because the loan agreement is not with the Cape CDP, but with the Town of Truro, their discharge is invalid. In working with the attorney for this case, they have clarified that the Truro Select Board must sign the new discharge documents in order to effectively supersede the invalid discharge performed by the Cape CDP.

Attached to this memo is the discharge document for the Board's signature as well as the supporting documentation including the original recorded mortgage, signed discharge from the CDP and a copy of the loan payoff that has already been deposited into the Town's Program Income Account.

Thank you for your assistance in this matter. Please don't hesitate to get in touch with any questions or concerns.

Cassie B Marsh

DISCHARGE OF MORTGAGE

The **Town of Truro**, with an address of 24 Town Hall Road, PO Box 2030, Truro, Massachusetts 02666, by its Select Board,

holder of a mortgage

from **Ruth E. Fairman**

to the **Town of Truro**,

dated March 2, 2020, and recorded at the Barnstable Registry of Deeds in **Book 32828, Page 43**, on April 14, 2020,

hereby acknowledges satisfaction of same and discharges the said mortgage.

Locus: 99 Bells Neck Road, West Harwich

Executed as a sealed instrument this ____ day of March, 2023.

Town of Truro, by its Select Board,

Kristen Reed

Robert Weinstein

John Dundas

Susan Areson

Stephanie Rein

Commonwealth of Massachusetts

Barnstable, ss.

March ____, 2023

On this ____ day of March, 2023, before me, the undersigned Notary Public, personally appeared _____ as aforesaid, and proved to me through satisfactory evidence of identification, which was _____, to be the persons whose names are signed on the preceding or attached document, and acknowledged to me that they signed it freely and voluntarily for its stated purpose.

Notary Public

My commission expires:

NOT AN OFFICIAL COPY
DISCHARGE OF MORTGAGE
NOT AN OFFICIAL COPY

**LOWER CAPE COD COMMUNITY DEVELOPMENT CORPORATION d/b/a
COMMUNITY DEVELOPMENT PARTNERSHIP**

OFFICIAL COPY
Holder of a mortgage
OFFICIAL COPY

LOCUS: 99 Bells Neck Road, West Harwich, MA 02671

From: **Ruth E. Fairman**

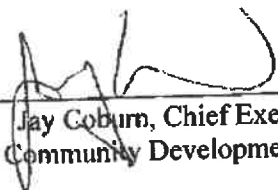
To: **The Town of Truro, Massachusetts**

Recorded with: **Barnstable County Registry of Deeds**

Dated: **March 2, 2020 in Book 32828 and Page 43**

Modified with: **Mortgage Modification Agreement dated June 18, 2020 recorded
in Book 33017 and Page 166**

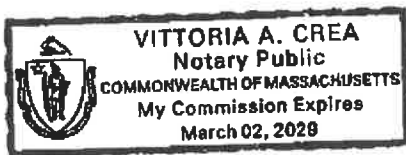
Acknowledge satisfaction of the same.

By 
Jay Coburn, Chief Executive Officer
Community Development Partnership

The Commonwealth of Massachusetts

Barnstable ss

On this 28th day of December 2022, personally appeared the above-named Jay Coburn, Chief Executive Officer, Lower Cape Cod Community Development Corporation d/b/a Community Development Partnership, personally known to me to be the person whose name is signed on this document and acknowledged that he executed the foregoing instrument voluntarily for its stated purpose.



Notary Public 

My Commission expires 3/2/2029

N O T

N O T

**Lower Cape Cod Community Development Corporation d/b/a
Community Development Partnership**

Housing Rehabilitation Loan Program

O F F I C I A L Mortgage O F F I C I A L

C O P Y C O P Y

THIS MORTGAGE ("Security Instrument") is given on **March 2, 2020**. The Mortgager is **RUTH E. FAIRMAN**, with a mailing address of **99 BELLS NECK ROAD, WEST HARWICH, MA 02671** ("Borrower"). This Security Agreement is given to **The Town of Truro, Massachusetts** whose mailing address is **Attn: CDBG Grant Administrator, 24 Town Hall Lane, P.O. Box 2030, Truro, MA 02666** ("Lender").

Background and Granting Clause

Borrower is indebted to Lender in the principal sum of **Thirty Four Thousand Twenty Five and 48/100 Dollars (\$34,025.48)** (the "Loan") which indebtedness is evidenced by Borrower's Promissory Note of even date herewith (the "Note") providing for repayment of the Loan under certain conditions and providing for other conditions of the Loan.

This Security Instrument secures to the Lender the repayment under the Note and the performance of the covenants and agreements of the Borrower contained in this Security Instrument and in the Declining Loan Agreement of even date between Borrower and Lender ("Loan Agreement"). For this purpose, Borrower does hereby mortgage, grant, and convey to Lender, with power of sale, the following property located in the Town of West Harwich, Barnstable County, Massachusetts:

For legal description, see Exhibit A attached hereto and incorporated herewith.

Which has a property address of **99 BELLS NECK ROAD, WEST HARWICH, BARNSTABLE COUNTY, MASSACHUSETTS** ("Property Address").

TOGETHER with all the buildings and improvements now or hereafter erected on such real property, and all fixtures, easements, rights, licenses, appurtenances and rents, all of which shall be deemed to be and remain a part of the property covered by this Security Instrument; and all of the foregoing, together with said real property are hereinafter referred to as the "Property."

Borrower covenants that Borrower is lawfully seized of the estate hereby conveyed and has the right to mortgage, grant, and convey the Property, and that the Property is unencumbered, except for that certain mortgage by and between Borrower and MERS as GreenPoint Mortgage Funding, Inc. (the "Senior Mortgage"). Borrower warrants and covenants to defend generally the title to the Property against all claims and demands, subject to encumbrances of record.

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The Lender has a mailing address of Attn: CDBG Grant Administrator, 24 Town Hall Lane, P.O. Box 2030, Truro, MA 02666. All notices and payments to the Lender under this Security Instrument or the Loan Documents shall be made to the Lender at this address.

N O T

Covenants

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Borrower and Lender agree as follows:

O F F I C I A L

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1. **Repayment:** In the event the Borrower sells or transfers the property or fails to rent to low or moderate income tenants at an affordable rent before the fifteenth (15th) anniversary of the Note or is in default under any other provisions of this Note or Mortgage, the Borrower shall repay to the Lender an amount as calculated under this Note.

2. **Prior Mortgages; Charges; Liens:** Borrower shall perform all of Borrower's obligations under the Senior Mortgage, including Borrower's covenants to make payments when due. Borrower shall pay or cause to be paid all taxes, assessments, and other charges, fines and impositions attributable to the Property which may attain a priority over this Mortgage and leasehold payments or ground rents, if any.

3. **Hazard Insurance:** Borrower shall keep improvements now existing or hereafter erected on the Property insured against loss by fire, hazards as Lender may require and in such amounts and for such periods as Lender may require, subject to the terms and conditions of the Senior Mortgage.

All insurance policies and renewals thereof shall include a standard mortgage clause in favor of the Lender. Lender shall have the right to hold the policies and renewals thereof, subject to the terms of any mortgage or other security agreements with a lien which has priority over this Security Instrument.

In the event of loss, Borrower shall give prompt notice to the insurance carrier and to Lender. Lender may make proof of loss if not made promptly by Borrower.

If the Property is abandoned by the Borrower, or if the Borrower fails to respond to Lender within Thirty (30) days from the date notice is mailed by Lender to Borrower that the insurance carrier offers to settle a claim for insurance benefits, subject to the rights of the mortgagee under the Senior Mortgage, Lender is authorized to collect and apply the insurance proceeds at Lender's option either to restoration or repair of the Property or to the sums secured by this Security Instrument.

4. **Preservation and Maintenance of Property, Protection of Lender's Security:** Borrower shall keep the Property in good repair and shall not commit waste or permit impairment or deterioration of the Property.

If borrower fails to perform the covenants and agreements contained in this Security Instrument, or there is a legal proceeding that may significantly affect Lender's rights in the Property (such as proceeding in bankruptcy, probate, for condemnation or forfeiture or to enforce laws or regulations), then Lender may do and pay for whatever is necessary to protect the value of the Property and Lender's rights in the Property. Lender's actions may

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include paying any sums secured by a lien which has priority over this Security Instrument, appearing in court, paying reasonable attorney's fees and entering on the Property to make repairs. Although Lender may take action under this paragraph 4, Lender does not have to do so.

Any amounts disbursed under this paragraph 4 shall become additional debt of the Borrower secured by this Security Instrument.

O F F I C I A L O F F I C I A L

5. **Rental Restrictions** (if applicable): Regulation of The Federal Department of Housing and Urban Development (HUD) relating to the use of rental rehabilitation funds as from time to time shall be in effect shall be complied with by the Borrower. These restrictions shall endure for a period of Fifteen (15) years from the date of this Security Instrument. Such regulations include, but are not limited to, the following: (I) restrictions of occupancy of units in the Property to individuals or families whose annual incomes, at the time of the Loan Closing, do not exceed various percentages of the median family income as determined by HUD; (II) prohibition of rental increases for a Two (2) year period following the signing of this Security Instrument; (III) establishment of a ceiling on rents which may be charged for such units; and (IV) requirement of annual certification of tenant income, rents charged and utility allowance.

6. **Inspection:** Lender may make or cause to be made reasonable entries upon and inspections of the Property, provided that Lender shall give Borrower reasonable notice prior to any such inspection specifying reasonable cause therefore relating to Lender's interest in the Property.

7. **Condemnation:** The proceeds of any award of any claim for damages, direct or consequential, in connection with any condemnation or other taking of the Property, or part thereof, or for conveyance in lieu of condemnation are hereby assigned and shall be paid to the Lender to the extent of the Lender's interest in the Property, subject to the terms and conditions of the Senior Mortgage.

8. **Borrower Not Released; Forbearance by Lender Not a Waiver:** Extension of the time for payment or modification of the conditions of the terms for payment of the sums secured by this Security Instrument granted by the Lender to any successor in interest of Borrower shall not operate to release, in any manner, the liability of the original.

Borrower/s and Borrowers' successors in interest. Lender shall not be required to commence proceedings against such successor or extend time for payment or otherwise modify amortization of the sums secured by this Security Instrument by reason of any demands made by the original Borrower and Borrower's successors in interest. Any forbearance by Lender in exercising any right or remedy hereunder, or otherwise afforded by applicable law, shall not be a waiver of or preclude the exercise of any right or remedy.

9. **Successors and Assigns Bound; Joint and Several Liability; Co-Signers:** The Borrower/s interest under the Note and this Security Instrument may not be transferred, assigned, or assumed without the written consent of the Lender. The covenants and agreements herein contained shall bind, and the rights hereunder shall inure to, the

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respective successors and assigns of Lender and Borrower. All covenants and agreements of Borrower shall be joint and several.

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10. **Notice:** Except for any notice required under applicable law to be given in another manner, (a) any notice to Borrower provided for in this Security Instrument shall be given by delivering it or mailing such notice by certified mail addressed to Borrower at the Property Address, and (b) any notice to the Lender shall be given by hand delivery or certified mail to Lender's address stated herein or to such other address Lender may designate by notice to the Borrower as provided herein. Any notice provided for in this Security Instrument shall be deemed to have been given to Borrower or Lender when given in the manner designated herein.

11. **Governing Law; Severability:** This Security Instrument shall be governed by the laws of the Commonwealth of Massachusetts. The foregoing sentence shall not limit the applicability of Federal law to this Security Instrument. In the event that any provision or clause of this Security Instrument or the Note conflicts with applicable law, such conflict shall not affect other provisions of this Security Instrument or the Note which can be given effect without the conflicting provision, and to this end the provisions of this Security Instrument and the Note are declared to be severable. As used herein, "costs," "expenses," and "attorneys' fees" include all sums to the extent not prohibited by applicable law or limited herein.

12. **Breach; Remedies:** Subject to the terms and conditions of the Senior Mortgage, upon Borrower's breach of the Statutory Condition or any covenant or agreement of Borrower in the Note, the Loan Agreement or this Security Instrument including the covenant to pay sums when due secured by this Security Instrument, Lender, prior to acceleration shall give notice to Borrower as provided in paragraph 10 hereof specifying: (1) the breach; (2) the action required to cure such breach; (3) a date, not less than 10 days from the date the notice is mailed to Borrower, by which such breach must be cured; and (4) that failure to cure such breach on or before the date specified in the notice may result in acceleration of sums secured by this Security Instrument and the sale of the Property. The notice shall further inform Borrower of the right to reinstate after acceleration and the right to bring a court action to assert the nonexistence of a default or any other defense of Borrower to acceleration and sale.

If the breach is not cured on or before the date specified in the notice, Lender, at Lender's option, may declare all of the sums secured by this Security Instrument to be immediately due and payable without further demand and may invoke the Statutory Power of Sale and any other remedy permitted by applicable law. Lender shall be entitled to collect all reasonable costs and expenses incurred in pursuing the remedies provided in this paragraph 12, including, but not limited to, reasonable attorneys' fees, all of which shall be secured by this Security Instrument.

If Lender invokes the Statutory Power of Sale, Lender shall mail a copy of a notice of sale to Borrower, and to any other person required by applicable law, in the manner provided by applicable law. Lender shall publish the notice of sale and the Property shall be sold in the manner provided by applicable law. Lender or Lender's designee may purchase the

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property at any sale. The proceeds in the sale shall be applied in the following order: (a) to all reasonable costs and expenses of the sale, including reasonable attorneys' fees and costs of title evidence; (b) to all sums secured by any mortgage with a lien which has priority over this Security Instrument; (c) to all sums secured by this Security Instrument; and (d) the excess, if any, to the person or persons legally entitled thereto.

13. **Borrower's Right to Reinstate:** Notwithstanding Lender's acceleration of the sums secured by this Security Instrument due to Borrower's breach, subject to the terms and conditions of the Senior Security Instrument, Borrower shall have the right to have any proceedings begun by the Lender to enforce this Security Instrument discontinued at any time prior to the earlier to occur of (i) sale of the Property pursuant to the Statutory Power of Sale contained in this Security Instrument, (ii) entry of a judgment enforcing this Mortgage if: (a) Borrower cures all breaches of covenants or agreements of Borrower contained in the Note, the Loan Agreement, and this Security Instrument; (b) Borrower pays all reasonable expenses incurred by Lender in enforcing the covenants and agreements of Borrower contained in this Security Instrument and in enforcing Lender's remedies as provided in paragraph 12 hereof; including, but not limited to, reasonable attorneys' fees; and (c) Borrower takes such action as Lender may reasonably require to assure that the lien of this Security Instrument, Lender's interest in the Property and Borrower's obligations to pay the sums secured by this Security Instrument shall continue unimpaired. Upon such payment and cure by Borrower, the Note, the Loan Agreement, this Security Instrument and the obligations secured hereby shall remain in full force and effect as if no acceleration had occurred.

14. **Release:** Upon the expiration of the term of the Note or upon proper payment of all sums secured by this Security Instrument, Lender shall discharge this Security Instrument without any cost to Borrower. Borrower shall pay the recording fee to have the discharge recorded.

Ruth E. Fairman 3/2/20
Borrower: Ruth E. Fairman Date

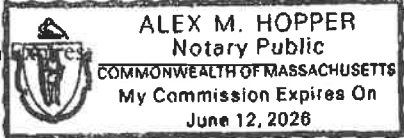
COMMONWEALTH OF MASSACHUSETTS

Barnstable County, ss:

March 2, 2020

Then personally appeared before me, the undersigned notary public notary, the above named Ruth E. Fairman, and proved to me through satisfactory evidence of identification, which was a Massachusetts driver's license, to be the persons whose name is signed on the preceding document, and acknowledged that s/he executed the foregoing instrument voluntarily for its stated purpose.

Alex M. Hopper
Notary Public

My Commission 

10975

WISE & JACK LLC
IOLTA CONVEYANCING ACCOUNT
85 SPEEN ST, STE 202
FRAMINGHAM, MA 01701
(508) 500-4300



53-7052/2113



December 16, 2022

PAY TO THE ORDER OF **Town of Truro**

\$

DOLLARS

MEMO 2022-3470 - Third Mortgage Payoff



[Handwritten Signature]
AUTHORIZED SIGNATURE

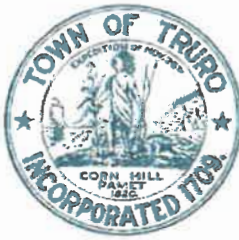
Security features. See back.

⑈010975⑈ ⑆21370529⑆ 32402539⑈

WISE & JACK LLC

10975

Paid To The Order Of:	Date:	Check No.:	Amount Of This Check:
Town of Truro	12/16/2022	10975	
File No.: 2022-3470			
Buyer: HAPPY MILO HOLDINGS LLC			
Seller: Estate of Ruth E. Fairman			
Property: 99 & 103 Bells Neck Road, West Harwich, MA 02671			
Settlement Date: 12/14/2022			
Disbursement Date: 12/16/2022			
Charge Detail:			
Third Mortgage Payoff			



TOWN OF TRURO

Licensing Department
PO Box 2030, Truro, MA 02666

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

Application for an Entertainment License

- Annual
 Weekday
 Saturday
 *Sunday
 Seasonal

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

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

BUSINESS/ORGANIZATION INFORMATION

Name of Applicant: Austin Smith Business/Organization Name: Truro Recreation Department

Mailing Address of Business/Organization: 7 Standish Way Truro, MA 02666

Is this a Non-profit or For-profit Entity (Check the appropriate box) Yes No
If yes, proof of Non-profit status **must** accompany this application

Contact Person: Austin Smith Phone Number: 487 1632 ext 320 Email: asmith@truro-ma.gov

INDIVIDUAL APPLICANT INFORMATION

Individual's Name: Austin Smith Mailing Address: 7 Standish Way

Phone Number: 487 1632 Ext 320 Email Address: asmith@truro-ma.gov

EVENT INFORMATION

Day (s)/Date (s) of Event for License to be issued: 4/8/2023 Purpose of Event (example: fundraiser): Spring Celebration/Easter Egg Hunt

Hours of Event (from - to): 10am-12pm

Location (Must provide facility name, if any, street number and name): Truro Vineyards of Cape Cod Event is: Indoor Outdoor Event (Please check applicable box)

Property Owner Name and Address: Kristen Roberts 11 Shore Rd, North Truro, MA 02662 Phone number: 508 487 6200

Seating Capacity: 200 Occupancy Number: 200

Name of Caterer (if applicable): _____ Approximate number of people attending: 150

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

Will an admission fee be collected? Yes No
Will there be a One Day Alcohol License Yes No
Will there be Police Traffic Control? Yes No

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

ENTERTAINMENT INFORMATION

Type of Entertainment: Please check the appropriate boxes.

Dancing: By Patron By Entertainers No Dancing
Music: Recorded Juke Box Live No Music

Number of Musicians & Instruments (Type) _____

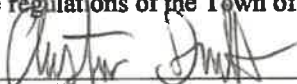
Amplified System: Yes No

Shows: Theater Movies Floor Show Light Show
 No Show

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

Applicant's Signature

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


Signature

3/3/2023
Date

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

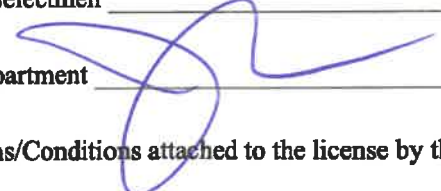
Office Use Only

Fee \$50.00

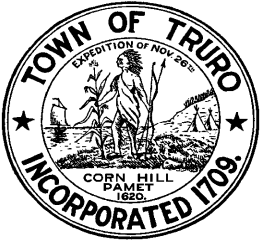
APPROVAL

License No _____

Board of Selectmen _____ Meeting Date _____

Police Department  Date 3/22/2023

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



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: March 28, 2023

ITEM: Approval of 2023 Seasonal License Renewals: Captain’s Choice (4 Highland Road), Salty Market Farmstand (2 Highland Road); Jules Besch Stationers (3 Great Hollow Rd.), Cape Provisions DBA Truro General Store (14 Truro Center Rd.)

EXPLANATION: Captain’s Choice, Salty Market Farmstand, Jules Besch Stationers and Cape Provisions, DBA Truro General Store have submitted their seasonal renewal applications for a Common Victualer or Transient Vendor with supporting documentation. These are before the Select Board for review and approval by 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 140 §2	Common Victualer (Cooking, Preparing and Serving food)	Captain’s Choice Salty Market Farmstand Cape Provisions DBA Truro General Store
Chapter 101 § 2	Transient Vendor (Seasonal)	Jules Besch Stationers Cape Provisions DBA Truro General Store

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

SUGGESTED ACTION: *MOTION TO approve the 2023 Seasonal Common Victualer License for Captain’s Choice upon compliance with all regulations and receipt of the necessary documents and fees.*

Motion to approve the 2023 Seasonal Common Victualer License for Salty Market Farmstand upon compliance with all regulations and receipt of the necessary documents and fees.

Motion to approve the 2023 Transient Vendor License for Jules Besch Stationers upon compliance with all regulations and receipt of the necessary documents and fees.

Motion to approve the 2023 Seasonal Common Victualer and Transient Vendor Licenses for Cape Provisions, DBA Truro General Store upon compliance with all regulations and receipt of the necessary documents and fees.

ATTACHMENTS:

1. Renewal Application for 2023: Captain's Choice
2. Renewal Application for 2023: Salty Market Farmstand
3. Renewal Application for 2023: Jules Besch Stationers
4. Renewal Application for 2023: Cape Provisions, DBA Truro General Store



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 nrichey@truro-ma.gov

RCUD 2022 FEB 22 AM 2:05
ADMINISTRATIVE
TOWN OF TRURO POLICE

APPLICATION FOR FOOD SERVICE - COMMON VICTUALER

Name of Business: Captain's Choice

New Renewal/No Changes (Skip to Section 3)

Section 1 - License Type

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

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/Manger Information

Federal Employers Identification Number (FEIN/SS) _____

Business Name: _____

Owner Name: _____ Email Address: _____

Mailing Address: _____

Phone No: _____

Section 3 - Business Operation Details

Number of Seats: Inside: 16 Outside: 24 Number of Employees: 15

Length of Permit: Annual Seasonal Operation

Hours of Operation: 3pm To 10pm

Days Closed Excluding Holidays: _____

If Seasonal: Approximate Dates of Operation: 4/6/23 To 10/31/22

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

Name: Kristi Wageman Email Address: _____

Mailing Address: PO Box 1072 N. Truro 02652

Phone Number: _____ 24 Hour Emergency: _____

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

Robert Wageman

Allergen Awareness Certification (attach copy):

Kristi Wageman

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.

Signature of Applicant: Kristi Wageman Date: 2.22.23

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: Captain's Choice

Address: 4 Highland Rd.

City/State/Zip: N. Truro 02657 Phone # _____

Are you an employer? Check the appropriate box:

- 1. I am an employer with 15 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: Norfolk + Dedham Mutual Fire

Insurer's Address: 222 Ames St.

City/State/Zip: Dedham MA 02026

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: Kristi A. Warren Date: 2.22.23

Phone #: _____

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 #: _____

WORKERS COMPENSATION AND EMPLOYERS' LIABILITY
INSURANCE POLICY ---- INFORMATION PAGE

INSURER:
NORFOLK & DEDHAM MUTUAL FIRE INSURANCE COMPANY
222 AMES STREET
DEDHAM, MA 02026

POLICY NO:
ENDORSEMENT EFF 05/21/20
NCCI Company No: 21059
Account No:
FEIN:

ITEM 1. NAMED INSURED AND MAILING ADDRESS:
CAPTAIN'S CHOICE INC
18 OLD COLONY WAY
ORLEANS, MA 02653

AGENT NAME AND ADDRESS:
BENSON, YOUNG, & DOWNS
INSURANCE AGENCY LLC
56 HOWLAND STREET PO BOX
559
PROVINCETOWN, MA 02657

AGENT NO.: 20654

LEGAL ENTITY: CORPORATION

OTHER WORKPLACES NOT SHOWN ABOVE: (See Workers Compensation Classification Schedule)

ITEM 2. POLICY PERIOD: From: 05/21/2022 To: 05/21/2023
Effective 12:01 A.M. Standard Time at the Insured's mailing address.

ITEM 3. COVERAGE:

A. Workers Compensation Insurance: Part One of the policy applies to the Workers Compensation Law of the states listed here:
MA

B. Employers' Liability Insurance: Part Two of the policy applies to work in each state listed in Item 3.A. The limits of liability under Part Two are:

Bodily Injury by Accident:	\$	100,000	each accident
Bodily Injury by Disease:	\$	500,000	policy limit
Bodily Injury by Disease:	\$	100,000	each employee

C. Other States Insurance: Part Three of the policy applies to the states, if any, listed here:
SEE ENDORSEMENT WC 20 03 06 B

D. This Policy includes these Endorsements and Schedules:
See Schedule of Forms and Endorsements.

ITEM 4. PREMIUM: The premium for this Policy will be determined by our Manuals of Rules, Classifications, Rates and Rating Plans. All information required on the Workers Compensation Classification Schedule is subject to verification and change by audit.

Minimum Premium: \$	211	Total Estimated	
Audit Period: ANNUAL		Annual Premium: \$	2,268
		Additional / Return Premium: \$	457 ADDITIONAL
		Comments :	CHANGE PAYROLL PER AUDIT

Issued At:

Date: 09/19/2022

Countersigned by _____

Business Name: Captain's choice
 Address: 4 Highland Rd
 City & State: North Truro, MA
 Business Phone: _____

Tech Name: Leslie Ostapchuk
 Signature: [Signature]
 Date: Oct 24 2022
 MA C of C# 1095 Exp: 7-31-25

Comments

1. Are filters clean:	<input checked="" type="radio"/> Yes <input type="radio"/> No	
2. Is grease load <2000 microns		
a) horizontal	Yes No	
b) vertical	<input checked="" type="radio"/> Yes <input type="radio"/> No	
c) hood	<input checked="" type="radio"/> Yes <input type="radio"/> No	
3. Is the grease load in the fan <3175 microns?	<input checked="" type="radio"/> Yes <input type="radio"/> No	
4. Last service cleaning date		<u> / /</u> Co Name _____
5. Is on-site exhaust system posted and accurate?	<input checked="" type="radio"/> Yes <input type="radio"/> No	
6. Cleaned and inspected entire system as specified on on-sited diagram?	<input checked="" type="radio"/> Yes <input type="radio"/> No	
7. Has Certificate of Performance been dated and placed on hood?	<input checked="" type="radio"/> Yes <input type="radio"/> No	Sticker # <u>264</u>
8. Are filters in place and intact?	<input checked="" type="radio"/> Yes <input type="radio"/> No	
9. Do fans operate?	<input checked="" type="radio"/> Yes <input type="radio"/> No	
10. Were exhaust fans cleaned?	<input checked="" type="radio"/> Yes <input type="radio"/> No	
11. Have exhaust fan belts and pulleys been inspected and in good working order?	<input checked="" type="radio"/> Yes <input type="radio"/> No	
12. Were grease cups cleaned?	<input checked="" type="radio"/> Yes <input type="radio"/> No	
13. The system appears to be liquid tight?	<input checked="" type="radio"/> Yes <input type="radio"/> No	
14. Has horizontal duct(s) been cleaned or inspected?	Yes No	<u>N/A</u>
15. Has vertical duct(s) been cleaned or inspected?	<input checked="" type="radio"/> Yes <input type="radio"/> No	
16. Are sufficient access panels provided?	Yes No	
17. Does access panel(s) have proper signage?	Yes No	
18. Are all areas of exhaust system accessible?	<input checked="" type="radio"/> Yes <input type="radio"/> No	
19. Is hood and exhaust system free of obstruction?	<input checked="" type="radio"/> Yes <input type="radio"/> No	
20. Cleaning complied with NFPA 96	<input checked="" type="radio"/> Yes <input type="radio"/> No	
21. Type of cooking system (circle all that apply)	<input checked="" type="radio"/> Solid Fuel <input type="radio"/> Wok <input type="radio"/> Charbroil <input type="radio"/> Other: _____	

Owner/Rep Name _____ Date _____ Owner/Rep Signature _____



Kristi Wageman attended a one hour training in "Anti-Choking Procedures for Food Establishments" as required by the Massachusetts Department of Public Health 105 CMK590.009. Included with this training was "Hands Only CPR" for adults and children. This training was conducted by the Cape Cod Medical Reserve Corps American Heart Association certified trained instructors.

This certificate is good for two years from the date of issuance.

Diana Gaumond

Diana R. Gaumond, RN, BSN, MPH
Director Cape Cod Medical Reserve Corps

Date: 4/28/2022

ServSafe
National Restaurant Association

HEALTH DEPARTMENT
TOWN OF TRURO

APR 05 2021

RECEIVED BY:

ServSafe® CERTIFICATION

Robert Wageman

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).

1074B
CERTIFICATION NUMBER

3/17/2021

DATE OF EXPIRATION
Local laws apply. Check with your local health department for recertification requirements.

1074B
EXAM FORM NUMBER

3/17/2026

DATE OF EXPIRATION
Local laws apply. Check with your local health department for recertification requirements.



#0655

Sherman
Association Solutions



In accordance with...

and the ServSafe logo are trademarks of the NRAEF, National Restaurant Association® and the arc design

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

CERTIFICATE OF ALLERGEN AWARENESS TRAINING

Name of Recipient: **Christine Wageman**

Date of Completion: **March 23, 2019**

Date of Expiration: **March 23, 2024**



*The above-named person is hereby issued this certificate
for completing an allergen awareness training program
recognized by the Massachusetts Department of Public Health
in accordance with 105 CMR 590.009(G)(3)(a).*

This certificate will be valid for five (5) years from date of completion.

Issued By:

 **Healthcare
AHIEC**
Area Health Education Center
Billerica, Massachusetts
www.massallergytraining.org



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 3.2.2023

Request is coming from the Selectmen's Office

Owner's Name Christopher King

Business Name Captain's Choice

Business Address 4 Highland Rd.

Map and Parcel 36-93-D

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

03/02/2023

Date

From: [Kristi Wageman](#)
To: [Nicole Tudor](#)
Subject: Re: Seasonal Entertainment 7-day license
Date: Thursday, March 16, 2023 10:37:56 AM

Here ya go

I am applying for a seasonal entertainment license so I can offer music on Sundays and have the ability to book on a weekday if that need every arises.

Sent from my iPhone

On Mar 15, 2023, at 10:39 AM, Nicole Tudor <ntudor@truro-ma.gov> wrote:

Hi Kristi,

When you have a moment can you send me a short little sentence or two, so we have it in writing that you are requesting the 7-day seasonal entertainment license?

Thank you, Nicole



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

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.

Smoke exp. 3/13/24
Last sept insp. 1/18/22



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 nrichey@truro-ma.gov

HEALTH DEPARTMENT
TOWN OF TRURO

MAR 14 2023

RECEIVED BY: 30-190

RCVD 2023 MAR 20 AM 11:09
ADMINISTRATIVE OFFICE
TOWN OF TRURO

APPLICATION FOR FOOD SERVICE - COMMON VICTUALER

Name of Business: SALTY MARKET Farmstand

- New Renewal/No Changes (Skip to Section 3)

Section 1 - License Type

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

Type of Food Service Establishment:

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

PAID
1336

CAT#2023-079A

BAK#2023-079B

Section 2 - Business/Owner/Manger Information

Federal Employers Identification Number (FEIN/SS)

Business Name: SALTY MARKET Farmstand

Owner Name: Liam Rowland Email Address: _____

Mailing Address: Box 657 Truro MA, 02652

Phone No: _____

Section 3 - Business Operation Details

Number of Seats: Inside: 0 Outside: _____ Number of Employees: 6-8

Length of Permit: Annual Seasonal Operation

Hours of Operation: 8am To 6pm

Days Closed Excluding Holidays: Monday - Tuesday

If Seasonal: Approximate Dates of Operation: April 1st To Dec 18th

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

Name: Liam Rowland Email Address: _____

Mailing Address: Box 657 N. Truro, 02652

Phone No: _____ 24 Hour Emergency: SAME

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

ATTACHED

Allergen Awareness Certification (attach copy):

ATTACHED

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:

ATTACHED

Section 4 - Attestation

Attestation

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

Signature of Applicant:

L. Lutzell [Signature]

Date:

MARCH / 9th / 23

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 _____



**TOWN OF TRURO
BOARD OF HEALTH**

PO Box 2030, Truro MA 02666
P: 508-349-7004 x 131 F: 508-349-5508

RECEIVED BY:
MAR 14 2023
HEALTH DEPARTMENT
TOWN OF TRURO

TOB #2023-079

APPLICATION FOR PERMIT TO SELL TOBACCO AND TOBACCO PRODUCTS

Fees due upon approval: **\$50.00 total**

Renewal New

In accordance with MGL c.111, Section 31, and Section XI, of the Truro Board of Health Tobacco Control Regulations, the undersigned makes application to the Board of Health or approving authority for permission to sell tobacco and tobacco products.

Applicant Information:

SALTY MARKET FARMstand March, 9th / 23
Establishment Name Date
2 Highland Rd Truro 02652
Establishment Address Phone
Box 657 Truro, MA, 02652
Establishment Mailing Address (if different)

MA Department of Revenue Retailer's License Number: _____ (Required)

Applicant's Name Liam C Rowland Title owner

Applicant's Address ~~2~~ 2 Highland Rd. N. Truro 02652

Certification

I certify that the information I have provided is true and accurate. I fully understand that granting of the annual Tobacco Sales Permit is contingent upon my adherence to all applicable State laws and local regulations governing the sale and distribution of tobacco products. Failure to comply may result in the suspension or revocation of my annual permit to operate and any other legal action deemed appropriate by the Town of Truro.

L. Lutter Mund March, 9th / 23
Signature of Applicant Date

BOTH SIDES OF THIS APPLICATION MUST BE COMPLETED BEFORE A PERMIT WILL BE ISSUED.

**TOWN OF TRURO
TOBACCO SALES
EMPLOYEE SIGNATURE FORM**

This form is for official use to indicate that the employee(s) of this establishment received and understood Section XI, Article 5 and 6 of the Truro Board of Health Sale and Distribution of Tobacco Products Regulation (below) and the enclosed copy of Chapter 270, Section 6 of the Massachusetts General Laws which describes the penalties for selling and/or giving tobacco products to any person under the age of eighteen (18).

SECTION 8 – SALE AND DISTRIBUTION OF TOBACCO PRODUCTS

B. Sales to Minors: In conformance with Massachusetts General Laws, Chapter 270, Section 6, no person, firm, corporation, establishment, or agency, shall sell tobacco products to a minor. Each employee working in an establishment licensed to sell tobacco products shall be required to read the Board of Health regulations and State Laws regarding the sale of tobacco and to sign a form indicating that such regulations/laws have been read and understood, a copy of which must be placed in the office of the employer and retained. Such signed forms must be made available for inspection, during the license holder’s normal business hours upon request of an agent of the Board of Health.

C. Distribution of Tobacco Products: All distributors/retailers of tobacco products or tobacco merchandise must require that, if a customer appears possibly to be under 27 years of age, the customer must present a valid State issued picture identification card or driver’s license with appropriate photograph to confirm that the customer is of a legal age to purchase the tobacco product.

The following employee(s) received and understood Section XI, Article 5 and 6 of the Truro Board of Health Sale and Distribution of Tobacco Products Regulation and Chapter 270, Section 6 of the Massachusetts General Laws:

<u><i>L. Lutzow</i></u> SIGNATURE	<u>Liam Luttrell Rowland</u> PRINT NAME	<u>March / 9th / 23</u> DATE
_____ SIGNATURE	_____ PRINT NAME	_____ DATE
_____ SIGNATURE	_____ PRINT NAME	_____ DATE
_____ SIGNATURE	_____ PRINT NAME	_____ DATE
_____ SIGNATURE	_____ PRINT NAME	_____ DATE



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

FIRE PROTECTION SYSTEMS
ANNUAL TEST REPORT

BUSINESS NAME: SAITY MARKET Farmstand
OWNER/MANAGER: Liam Rowland
ADDRESS: 2 Highland Rd. North Truro
PHONE #: _____ NUMBER OF UNITS: STORE & Apartment
CONTACT PERSON: Liam Rowland
ADDRESS: 2 Highland Rd. North Truro

TESTING COMPANY: _____
TESTING ELECTRICIAN/TECHNICIAN: _____
COMPANY PHONE #: _____ HOME PHONE #: _____ 5087904696
LICENSE #: _____ SC004421

MASS FIRE SERVICES INC
PO BOX 249
W. DARNSTABLE MA
02668

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

COMMENTS: FIRE SPRINKLER TEST
DATE OF CERTIFICATION: _____ BY: Verena O'Hea
Signature of Licensed Electrician

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

SALTY

**MASS FIRE PROTECTION SYSTEMS, INC.
(508) 790-4696**

This Area Equipped with:

WET SYSTEM DELUGE VALVE _____
 DRY SYSTEM _____ RATE OF RISE VALVE _____
 ANTI-FREEZE _____ THERMAL CONTROL VALVE _____
 PRE-ACTION VALVE _____ OTHER TYPE VALVE _____

1st 2nd 3rd 4th

VALVE SERIAL NO.	4" Flow Switch			
Static Water P.S.I.	60	60	60	
Residual Water P.S.I.	55	55	55	
Did Alarms Operate?	YES	YES	Y	
Air Pressure	/	/	/	
Air Pressure Trip Point	/	/	/	
Trip Time (Sec.)	60	60	60	
Water Flow Time*	/	/	/	
Low Points Drained	/	/	/	
Water Supply & Valve Left Open	YES	YES	YES	
NO LOW POINTS TO BE DRAINED	<input checked="" type="checkbox"/>			

Inspection Made And Witnessed by

Date & Insp #	Made By	Witnessed By
12-1-20	[Signature]	
2/1/21		
3/13/23		

MA. LIC # 004421

EAST COAST FIRE & VENTILATION, INC.

New England's leader in Kitchen Exhaust Hood and Fire Suppression Systems

HEALTH DEPARTMENT
TOWN OF TRURO

21 Patterson Brook Rd Suite G
West Wareham, Mass. 02576

Phone: 1-888-436-5383 Fax: 508-291-4593

MAR 14 2023

RECEIVED BY:

HOOD RANGE SYSTEM REPORT

Customer: Salty's Market Date of Service: 10/18/2022 Time: 10:30 AM
 Address: 2 Highland Road Location Of System: Left of hood
North Truro MA 02652 Manufacturer: Buckeye Model: SRM
 Attn: Liam Roland New owner 4/2022 Cylinder Sizes: Bfr-10
 Phone #: _____ Fusible Links: # 5 / 360 Fuel Shut off: Gas or Electric
 Service Tech: Bret Silva. Tank dates: 2013 Gas Valve location: Under hood
 Hood Cleaning Co.: _____ Last Date: _____
 COOKING APPLIANCE LOCATIONS: LEFT to RIGHT
Griddle, fryer X 2, 4 burner w back shelf

***SYSTEM MEETS UL 300 STANDARDS YES or NO
 ***FIRE ALARMS TIED INTO FIRE SYSTEM YES or NO

	Y	N	N/A		Y	N	N/A
1. All appliances properly covered w/ correct nozzles	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	21. Replaced fusible links	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Duct & plenum covered w/ correct nozzle	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	22. Check travel of cable	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Check positioning of all nozzles	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	23. Pipe and conduit securely bracketed	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. System installed in accordance w/UL Standards	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	24. Proper separation between fryers & flame	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Hood & duct penetrations sealed	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	25. Proper clearance flame to filter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Check if seals intact, evidence of tampering	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	26. Exhaust fan operating properly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Has system been discharged	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	27. All Filters replaced	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Pressure gauge in proper range	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	28. Fuel shut-off in ON position	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Check cartridge weight	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	29. Manual & remote set/seals in place	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Hydrostatic test date			<u>2025</u>	30. Replace system covers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Chemical in Tank	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	31. System operational	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Inspect Cylinder siphon tube for corrosion	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	32. Clean cylinder & mount	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Operate system from terminal link	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	33. Heavy grease build up	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
13. Test proper operation of remote	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	34. Fan warning sign on hood	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
15. Check operation of micro switch	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	35. Personnel instruction manual	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16. Check operation of gas valve	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	36. Proper hand portable extinguishers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17. Clean Nozzles	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	37. Proper extinguishers properly serviced	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18. Proper nozzle covers in place	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	38. Service & certification tag on system	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19. Check fuse links and clean	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	39. K class extinguisher on site	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20. Cartridge Date			<u>4/22</u>	40. Last detection or cable change	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

NOTE DISCREPANCIES OR DEFICIENCIES

On this date, the above system was tested and inspected in accordance with procedures of the presently adopted editions of NFPA 17, 17A, 10, 96 and the manufacturer's manual and was operated according to these procedures with results indicated above.

Service Technician _____ License #: 5754 Date: 10/18/2022

Customer Signature: _____ + Printed: _____

The above service technician certifies that the system was personally inspected and found conditions to be as indicated on this report.



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: SALTY MARKET Farmstand

Address: 2 Highland Rd.

City/State/Zip: N. TRURO, 02652 Phone #: _____

<p>Are you an employer? Check the appropriate box:</p> <p>1. <input checked="" type="checkbox"/> I am an employer with _____ employees (full and/or part-time).*</p> <p>2. <input type="checkbox"/> I am a sole proprietor or partnership and have no employees working for me in any capacity. [No workers' comp. insurance required]</p> <p>3. <input type="checkbox"/> 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]**</p> <p>4. <input type="checkbox"/> We are a non-profit organization, staffed by volunteers, with no employees. [No workers' comp. insurance req.]</p>	<p>Business Type (required):</p> <p>5. <input checked="" type="checkbox"/> Retail</p> <p>6. <input type="checkbox"/> Restaurant/Bar/Eating Establishment</p> <p>7. <input type="checkbox"/> Office and/or Sales (incl. real estate, auto, etc.)</p> <p>8. <input type="checkbox"/> Non-profit</p> <p>9. <input type="checkbox"/> Entertainment</p> <p>10. <input type="checkbox"/> Manufacturing</p> <p>11. <input type="checkbox"/> Health Care</p> <p>12. <input type="checkbox"/> Other _____</p>
--	---

*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: Kaplansky Insurance

Insurer's Address: P.O. Box 267, 154 Shore Rd.

City/State/Zip: North Truro, MA, 02652

Policy # or Self-ins. Lic. # _____ Expiration Date: 7/1/23

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: L. Tuttle Date: MARCH 19th / 23

Phone #: _____

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 #: _____



SALTMAR-03

JLOGAN

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/9/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Kaplansky Insurance PO Box 267 154 Shore Rd North Truro, MA 02652	CONTACT NAME: PHONE (A/C No, Ext): (508) 487-6060 FAX (A/C, No): (508) 487-2040 E-MAIL ADDRESS: info@kaplansky.com														
	<table border="1" style="width: 100%;"> <tr> <td style="text-align: center;">INSURER(S) AFFORDING COVERAGE</td> <td style="text-align: center;">NAIC #</td> </tr> <tr> <td>INSURER A : Arbella Insurance Group</td> <td></td> </tr> <tr> <td>INSURER B : Hartford Insurance Company of the Midwest</td> <td></td> </tr> <tr> <td>INSURER C :</td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Arbella Insurance Group		INSURER B : Hartford Insurance Company of the Midwest		INSURER C :		INSURER D :		INSURER E :		INSURER F :	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A : Arbella Insurance Group															
INSURER B : Hartford Insurance Company of the Midwest															
INSURER C :															
INSURER D :															
INSURER E :															
INSURER F :															
INSURED Salty Market Farmstand, Inc. P.O. Box 657 North Truro, MA 02652															

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		HEALTH DEPARTMENT TOWN OF TRURO MAR 14 2023 RECEIVED BY	4/1/2023	4/1/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 250,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$ \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRE AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N <input checked="" type="checkbox"/> N N/A If yes, describe under DESCRIPTION OF OPERATIONS below			4/1/2023	4/1/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	LIQUOR LIABILITY			4/1/2023	4/1/2024	EACH COMMON CAUSE 1,000,000
A	LIQUOR LIABILITY			4/1/2023	4/1/2024	AGGREGATE 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Market & deli with alcohol sales

CERTIFICATE HOLDER**CANCELLATION**

Town of Truro 24 Town Hall Rd. Truro, MA 02666	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	---

NORTH TRURO, MASS.,.....19

M.....

FARM — STAND HEALTH DEPARTMENT
TOWN OF TRURO

MAR 14 2023

Before noon

Egg on Bagel

fried eggs, scallion cream cheese, pepper relish
arugula. 9.

Egg on Biscuit

fried egg, cheddar, bacon or sausage. 8.

Egg on Taco

fried egg, pico de gallo, avocado. 10.

Breakfast Potatoes

potatoes, reggiano cheese, spicy aioli, arugula. 8

Grain Bowl & Greens

quinoa, egg, avocado, seasonal veggies. 12.

Lox and Bagel

scallion cream cheese, cucumbers, tomatoes, dill,
capers. 15

Fruit Cup

Seasonal fruit, yogurt, bola granola. 9.

Soups, Salads and Grab & Go available all
day

After noon

RECEIVED BY:

Falafel

chickpea, tahini, yogurt, hummus, pickled onions.
13

Chicken Pita

Grilled chicken, hots, yogurt, humus, pickled
onions. 13.

Turkey Sweet

Stewed cape cod cranberries, herb mayo, cheddar,
arugula. 12.

Hot Roast Beef

Peppers and Onions, horseradish, cream, cheddar.
13.

Brisket Tacos

Cilantro Cream, avocado, pico de gallo. 14.

Pork Torta

Azorean Cheese, spicy mayo, kimchi. 14.

Hummus Sandwich

Avocado, cucumber, lettuce, tomatoes. 12.

Side of Fries 4.

ServSafe
National Restaurant Association

HEALTH DEPARTMENT
TOWN OF TRURO

MAR 14 2023

RECEIVED BY:

ServSafe® CERTIFICATION

LIAM ROWLAND

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).

21106845

CERTIFICATE NUMBER

5532

EXAM FORM NUMBER

9/29/2021

DATE OF EXAMINATION

9/29/2026

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



In accordance with Meeting/Convention Convention (2004) Resolution ADMIN 04B-0013 (Resolution 1.2, Standard 4.3.3).

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This document cannot be reproduced or altered.
1/17/2017

v. 1.21.1

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

HEALTH DEPARTMENT
TOWN OF TRURO

MAR 14 2023

RECEIVED BY



LEARN 2 SERVE™

CERTIFICATE OF COMPLETION

This certifies that

Liam Rowland

is awarded this certificate for

Learn2Serve Food Allergy Training Course



Hours
2.00



Completion Date
02/11/2022



Expiration Date
02/10/2025



Certificate #
ANSI-FA-001110

A handwritten signature in black ink, appearing to read 'Scott McLeod', written over a horizontal line.

Official Signature

THIS CERTIFICATE IS NON-TRANSFERABLE

For employer verification of certificate validity, please send your request to FoodHandlerProgramAdmin@360training.com

5000 Plaza on the Lake, Suite 305 | Austin, TX 78746 | 877.881.2235 | www.360training.com



ANSI National Accreditation Board

A C C R E D I T E D

ANSI/ASTM E2659

CERTIFICATE ISSUER

#0975



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Tel: 508-349-7004, Extension: 113 or 126 Fax: 508-349-5505

TAX STATUS REQUEST FOR LICENSING

Date 03/15/2023

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

Owner's Name: Liam Rowland

Business Name: Salty Market Farmstand

Residential Address: 2 Highland Rd

Map and Parcel: 36-190

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

3.15.23

Date

Number: 2023-079

Fee \$75.00

Town of Truro Board of Health
24 Town Hall Road, Truro, MA 02666
Permit To Operate A Food Establishment

In accordance with Regulations promulgated under authority of Chapter 111, Section 127A of the General Laws a Permit is hereby granted to:

Liam Luttrell-Rowland, owner/mgr., dba Salty Market Farmstand Inc.

Whose place of business is **2 Highland Rd**

Type of business and any restrictions **Retail Food/Convenience Store**

To operate a food establishment in **Truro**

Permit Expires: **December 31, 2023**

Date Issued: *March 17, 2023*



Emily Beebe, R.S.

Agent to the Truro Board of Health

Number: 2023-079A

Fee: \$50.00

Town of Truro Board of Health
24 Town Hall Road, Truro, MA 02666
Permit To Operate As A Food Caterer

In accordance with provisions of Chapter 111, Section 127A of the Massachusetts General Laws, Regulations established by the Massachusetts Department of Public Health (105 CMR 590.00) and the provisions of Chapter 111, Section 31 of the Massachusetts General Laws, Regulations established by the Truro Board of Health (Section X) a permit is hereby issued to:

Liam Luttrell-Rowland, owner/mgr., dba Salty Market Farmstand Inc.

Whose place of business is : **2 Highland Rd**

Type of business and any restrictions **Food Caterer**

To operate a food establishment in **Truro**

Permit Expires: **December 31, 2023**

Date Issued: *March 17, 2023*



Emily Beebe, R.S.

Agent to the Truro Board of Health

Number: 2023-097B

Fee \$10.00

Town of Truro Board of Health
24 Town Hall Road, Truro, MA 02666
Bakery License

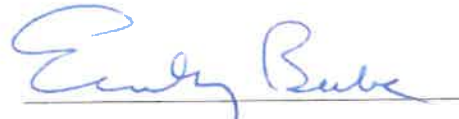
This is to Certify that **Liam Luttrell-Rowland, owner/mgr.,**
d/b/a Salty Market Farmstand Inc.
2 Highland Rd

IS HEREBY GRANTED A LICENSE

For **a bakery**

This license is granted in conformity with the Statutes and ordinances relating thereto, and expires **December 31, 2023** unless sooner suspended or revoked.

Date *March 17, 2023*



Emily Beebe, R.S.

Agent **Truro Board of Health**

Number: 2023-097C

Fee \$50.00

**Town of Truro Board of Health
24 Town Hall Road, Truro, MA 02666
Tobacco/Tobacco Products License**

This is to Certify that **Lian Luttrell-Rowland, owner/mgr., d/b/a Salty Market
Farmstand Inc.**
Address **2 Highland Rd**

IS HEREBY GRANTED A LICENSE

For sales and distribution of tobacco and tobacco products

**This license is granted in conformity with the Statutes and ordinances relating thereto, and expires,
December 31, 2023 unless sooner suspended or revoked.**

Date *March 17, 2023*



Truro Board of Health



TOWN OF TRURO

PO Box 2030, Truro MA 02666

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

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

Section 1 – LICENSE TYPE

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

New Renewal/No Changes (Skip to Section 3) Name of Business JULES BESCH STATIONERS

FACILITY:

Motel-\$50 Cottage Colony-\$50 Condominium-\$50 # Units _____ Lodging-\$50

Transient Vendor-\$75 _____ Campground-\$50 _____ Gas Station*-\$25

*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) _____

Michael Tuck
Print Name of Applicant

Jules Besch Stationers
Business Name

Michael Tuck
Owner Name

3 Great Hollow Rd. N. Truro
Street Address of Business

P.O. Box 1169 Truro 02666
Mailing Address of Business

Business Phone Number

NONE
Business E-Mail Address

Section 3-HOURS OF OPERATION

Annual Seasonal Opening Date: APR 14 Closing Date: DEC

Days of the Week Open: OFF SEASON THURS - SUN
SEASON DAILY

RCVD 2020MAR22 09:02
ADMINISTRATIVE OFFICE
TOWN OF TRURO



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: JULES BESCH STATIONERS
 Address: 3 GREAT HOLLOW RD * PO BOX 1169 TRURO MA 02666
 City/State/Zip: N TRURO 02652 Phone #: _____

<p>Are you an employer? Check the appropriate box:</p> <p>1. <input type="checkbox"/> I am an employer with _____ employees (full and/ or part-time).*</p> <p>2. <input type="checkbox"/> I am a sole proprietor or partnership and have no employees working for me in any capacity. [No workers' comp. insurance required]</p> <p>3. <input checked="" type="checkbox"/> 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]**</p> <p>4. <input type="checkbox"/> We are a non-profit organization, staffed by volunteers, with no employees. [No workers' comp. insurance req.]</p>	<p>Business Type (required):</p> <p>5. <input checked="" type="checkbox"/> Retail</p> <p>6. <input type="checkbox"/> Restaurant/Bar/Eating Establishment</p> <p>7. <input type="checkbox"/> Office and/or Sales (incl. real estate, auto, etc.)</p> <p>8. <input type="checkbox"/> Non-profit</p> <p>9. <input type="checkbox"/> Entertainment</p> <p>10. <input type="checkbox"/> Manufacturing</p> <p>11. <input type="checkbox"/> Health Care</p> <p>12. <input type="checkbox"/> Other _____</p>
---	---

*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: [Signature] Date: 3-20-23

Phone #: _____

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 3.22.23

Request is coming from the Selectmen's Office

Owner's Name Robert / Sally Rice - Michael Tuck Mgr

Business Name Jules Besch Stationers

Business Address 3 Great Hollow Rd

Map and Parcel 42-237-2

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

3/22/2023

Date



RCVD 2023/MAR 09 AM 2:39
ADMINISTRATIVE OFFICE
TOWN OF TRURO

TOWN OF TRURO

PO Box 2030, Truro MA 02666

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

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

Section 1 – LICENSE TYPE

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

- New
- Renewal/No Changes (Skip to Section 3)

FACILITY:

- Motel-\$50
- Cottage Colony-\$50
- Condominium-\$50 # Units _____
- Lodging-\$50
- Transient Vendor-\$75 _____
- Campground-\$50 _____
- Gas Station*-\$25

*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) _____

GARRISON S Cloud _____ Cape Provisions DBA Truro General Store
 Print Name of Applicant Business Name

Scott Cloud _____
 Owner Name

14 TRURO Center Rd _____ 35 Epanow Rd Eastham MA 02642
 Street Address of Business Mailing Address of Business

Business Phone Number _____ BUSINESS E-MAIL ADDRESS _____

Section 3-HOURS OF OPERATION

Annual Seasonal Opening Date: 4/1 Closing Date: 12/31

Days of the Week Open: 7

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

Section 4-MANAGER INFORMATION

Name of Onsite Manager:

Name: _____ Unit Number: _____

Mailing Address: _____

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

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: _____ Business Name: _____

Business Address: _____

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

Co-Manager's Signature (REQUIRED)

Section 5 – 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.



Scott Cloud

3/9/23

Signature of Applicant

Print Name

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)



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 nrickey@truro-ma.gov

APPLICATION FOR FOOD SERVICE – COMMON VICTUALER

Name of Business: Cape Provisions LLC dba Truro Geneal Store

New Renewal/No Changes (Skip to Section 3)

Section 1 – License Type

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

Type of Food Service Establishment:

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

Section 2 – Business/Owner/Manger Information

Federal Employers Identification Number (FEIN/SS) _____

Business Name: Cape Provisions LLC

Owner Name: Scott Cloud Email Address: _____

Mailing Address: 35 epanow rd Eastham

Phone No: _____

Section 3 – Business Operation Details

Number of Seats: Inside: 0 Outside: 10 Number of Employees: 10

Length of Permit: Annual Seasonal Operation

Hours of Operation: 8am To 7pm

Days Closed Excluding Holidays: _____

If Seasonal: Approximate Dates of Operation: 4 / 15 / 23 To 12 / 31 / 23

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

Name: Scott Cloud Email Address: gscottcloud@gmail.com

Mailing Address: 35 Epanow rd Eastham MA

Phone No: _____ 24 Hour Emergency: _____

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

Allergen Awareness Certification (attach copy):

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.

Signature of Applicant:  **Date:** 3/9/23

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 _____



TOWN OF TRURO

Office of the Town Clerk
Form 1001C

Office of Town Clerk
Paid \$ 30.00
MAR 23 2023
Received TOWN OF TRURO
By: *[Signature]*

BUSINESS CERTIFICATE – Filing Fee \$30.00

New Filing

Renewal

This Certificate Expires On: March 23, 2027

Under the provisions of Ch. 110, S 5 of the MGL, as amended, the undersigned hereby declares that a business under the title of:

Care provisions DBA Truro General Store is being conducted at: 14 Truro Center Rd Truro
(Please Print Clearly)

14
(PO Box not permitted) (Town) (State) (Zip Code)

By the following individual(s) or Corporation Corporation or Residential Address
Print Full Name(s) (PO Box not permitted)
GARRISON S Cloude 35 Epanow Rd
Eastham MA 02642

Signatures: *[Signature]*

Individuals MUST have their signatures notarized on this form prior to filing with the Town Clerk.

Local Telephone Num: _____ Type of Business: Retail

Website and/or Email Address: _____

IMPORTANT NOTICE: If you cease conducting business before the expiration of this certificate or change the business address, the law requires you to file a Withdrawal Form or Change of Location Form with the Town Clerk.

Notarization Acknowledgment

The Commonwealth of Massachusetts – Barnstable County

On this ___ day of _____, 20___, before me, the undersigned Notary Public, personally appeared _____

name of document signer(s), proved to me through satisfactory evidence of identification, which was/were: _____ to be the person who signed the preceding or attached documents in my presence, and who swore or affirmed to me that the contents of this document are truthful and accurate to the best of their knowledge and belief.

N/A

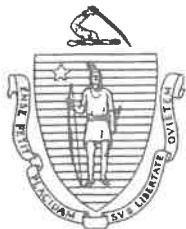
Notary Seal/Stamp _____ My Commission expires: ___/___/___
Notary Public

Town of Truro Certification

A true copy of the original document filed on the above date in the Office of the Town Clerk.

Signed before me at 24 Town Hall Rd, Truro, MA 02663

Attest: *[Signature]*
Town of Truro, Town Clerk



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: Cape Provisions LLC

Address: 14 truro center rd

City/State/Zip: truro MA 02666 Phone #: _____

Are you an employer? Check the appropriate box:

- 1. I am an employer with 10 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: A.I.M. Mututal Insurance 500

Insurer's Address: 54 third ave PO boz 4070

City/State/Zip: Burlington, MA 01803

Policy # or Self-ins. Lic. # WCC-E Expiration Date: 3/15/2024

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: [Handwritten Signature] Date: 3/9/23

Phone #: 8438147512

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 #: _____

Associated Employers Insurance Company

Insured: 5026649
Cape Provisions LLC
157 Noahs Mills Rd
Georgetown, SC 29440

Producer: 10083-002-001
Dowling and O Neil Ins Agcy
973 Iyannough Road
Hyannis, MA 02601

Insured FEIN: **-***3585
Policy Number: WCC-500-5026649-2023A
Policy Period: 03/15/2023 - 03/15/2024

Issue Date: 03/07/2023
Endorsement Effective Date: 03/15/2023
Endorsement Number: 1

AMENDMENT OF INFORMATION PAGE

Name - Insured Name Endorsement
Per request DBA Change

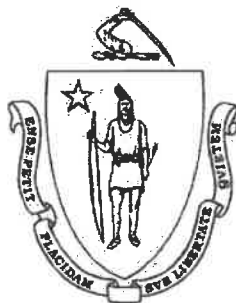
Change in Premium: \$0

Nothing herein contained shall waive, alter, or extend any condition or provision of the policy other than as above stated.

Countersigned by _____



NOTICE TO EMPLOYEES



NOTICE TO EMPLOYEES

The Commonwealth of Massachusetts DEPARTMENT OF INDUSTRIAL ACCIDENTS Lafayette City Center, 2 Avenue de Lafayette, Boston, Massachusetts 02111 800-323-3249

As required by Massachusetts General Law, Chapter 152, Sections 21, 22, & 30, this will give you notice that I (we) have provided payment to our injured employees under the above mentioned chapter by insuring with:

Associated Employers Insurance Company

NAME OF INSURANCE COMPANY

P.O. Box 4070 Burlington, MA 01803-0970

ADDRESS OF INSURANCE COMPANY

WCC-500-5026649-2023A

POLICY NUMBER

03/15/2023 - 03/15/2024

EFFECTIVE DATES

Dowling and O Neil Ins Agcy

NAME OF INSURANCE AGENT

973 Iyannough Road
Hyannis, MA 02601

ADDRESS

(508)775-1620

PHONE

Truro General Store

EMPLOYER

14 Truro Center Rd Truro, MA 02666

ADDRESS

03/07/2023

DATE

MEDICAL TREATMENT

The above named insurer is required in cases of personal injuries arising out of and in the course of employment to furnish adequate and reasonable hospital and medical services in accordance with the provisions of the Workers Compensation Act. A copy of the First Report of Injury must be given to the injured employee. The employee may select his or her own physician. The reasonable cost of the services provided by the treating physician will be paid by the insurer, if the treatment is necessary and reasonably connected to the work related injury. In cases requiring hospital attention, employees are hereby notified that the insurer has arranged for such attention at the

NEAREST AND BEST MEDICAL FACILITY

HOSPITAL

ADDRESS

TO BE POSTED BY EMPLOYER

POLICY INFORMATION PAGE ENDORSEMENT

The following item(s)

- Insured's Name (WC 89 06 01)
- Policy Number (WC 89 06 02)
- Effective Date (WC 89 06 03)
- Expiration Date (WC 89 06 04)
- Insured's Mailing Address (WC 89 06 05)
- Experience Modification (WC 89 04 06)
- Producer's Name (WC 89 06 07)
- Change in Workplace of Insured (WC 89 06 08)
- Insured's Legal Status (WC 89 06 10)
- Item 3.A. States (WC 89 06 11)
- Item 3.B. Limits (WC 89 06 12)
- Item 3.C. States (WC 89 06 13)
- Item 3.D. Endorsement Numbers (WC 89 06 14)
- Item 4.* Class, Rate, Other (WC 89 04 15)
- Interim Adjustment of Premium (WC 89 04 16)
- Carrier Servicing Office (WC 89 06 17)
- Interstate/Intrastate Risk ID Number (WC 89 06 18)
- Carrier Number (WC 89 06 19)
- Issuing Agency/Producer Office Address (WC 89 06 25)

is changed to read:

Cape Provisions LLC
DBA - Truro General Store

*Item 4. Change To:

Classifications	Code No.	Premium Basis Total Estimated Annual Remuneration	Rate Per \$100 of Remuneration	Estimated Annual Premium

Total Estimated Annual Premium \$

Minimum Premium \$

Deposit Premium \$

All other terms and conditions of this policy remain unchanged.

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective 03/15/2023
Insured
Cape Provisions LLC
Insurance Company
Associated Employers Insurance Company

Policy No. WCC-500-5026649-2023A Endorsement No. 1
Premium \$1,779.00

Countersigned by





FIRE EQUIPMENT
I N C O R P O R A T E D

Kitchen Suppression System Inspection Certificate

For

JAMS INC
14 TRURO CENTER ROAD
TRURO, MA 02666

Tested to NFPA Standards

This Inspection was performed in accordance with NFPA 17 or 17A Standards. The subsequent pages of this report provide performance measurements, listed ranges of acceptable results, and complete documentation of the inspection. Whenever discrepancies exist between acceptable performance standards and actual test results, notes and/or recommended solutions have been proposed or provided for immediate review and approval.

Inspection Date:

3/7/2023

Inspector Name: James Spinosa

Title: Service Technician



FIRE EQUIPMENT INCORPORATED

Kitchen Suppression System Inspection Certificate

Property: JAMS INC	Street: 14 TRURO CENTER ROAD	City/State/Zip: TRURO, MA 02666
Frequency: Annual	Inspector Name: James Spinosa	Date: 3/7/2023
Installed Product: K 00076477A	Product: Kitchen Suppression System	Equipment Location: Roaster

System in service before conducting tasks	Yes
Pertinent parties notified before conducting tasks	Yes
Appliances Left to Right:	roaster
Type of special agent extinguishing system: Wet chemical Dry chemical Prior to performing the required maintenance steps, verify that the system protection is designed and installed correctly for the existing appliance and ventilation system configuration. If not, note deficiencies.	Wet Chemical
Were building alterations/renovations made since last inspection?	No
Is system connected to building fire alarm?	Yes
Automatic Shutdown	
What is fuel source? Electricity Gas or Both	Both
Nozzles	
Are caps in place?	Yes
Quantity of Nozzle Caps Changed	
Quantity of Nozzle Seals Changed	
Are nozzles properly oriented to protect hazard?	Yes
Are there signs of damage or clogging?	No
Manual Releases	
Are manual releases clear and unobstructed?	Yes
System Cylinders and Mechanical Controls	
Are system pressure gauges in proper operating range?	Yes
Tanks mounted and secured?	Yes
All visible piping & conduit properly supported and in good condition?	Yes
Proper pipe schedule and fitting weight(s) for hazard design?	N/A
Flexible discharge hoses? Date: Part#: Size: :	N/A
Portable Fire Extinguishers	
Are fire extinguishers provided?	N/A
Mechanical Detection Line	
Function tested	Yes
Quantity of 165° F Links Changed	



FIRE EQUIPMENT INCORPORATED

Quantity of 212° F Links Changed	
Quantity of 280° F Links Changed	
Quantity of 360° F Links Changed	
Quantity of 450° F Links Changed	
Quantity of 500° F Links Changed	
Interlocks	
Fuel shutoff	Yes
CERTIFICATE OF INSPECTION	
System tagged and left in service	Yes
Pertinent parties notified after conclusion of tasks	Yes
System returned to service	Yes
COMMENTS:	
6-Year Maintenance Test Are 6-year tests recorded?	
12-Year Tests Are 12-year tests recorded?	

Property: JAMS INC	Street: 14 TRURO CENTER ROAD	City/State/Zip: TRURO, MA 02666
Frequency: Annual	Inspector Name: James Spinosa	Date: 3/7/2023
Installed Product: K 00076477B	Product: Kitchen Suppression System	Equipment Location: Unit 14c

System in service before conducting tasks	Yes
Pertinent parties notified before conducting tasks	Yes
Appliances Left to Right:	4burn under sala
Type of special agent extinguishing system: Wet chemical Dry chemical Prior to performing the required maintenance steps, verify that the system protection is designed and installed correctly for the existing appliance and ventilation system configuration. If not, note deficiencies.	Wet Chemical
Were building alterations/renovations made since last inspection?	No
Is system connected to building fire alarm?	Yes
Automatic Shutdown	
What is fuel source? Electricity Gas or Both	Both
Nozzles	
Are caps in place?	Yes
Quantity of Nozzle Caps Changed	
Quantity of Nozzle Seals Changed	
Are nozzles properly oriented to protect hazard?	Yes



FIRE EQUIPMENT INCORPORATED

Are there signs of damage or clogging?	No
Manual Releases	
Are manual releases clear and unobstructed?	Yes
System Cylinders and Mechanical Controls	
Are system pressure gauges in proper operating range?	Yes
Tanks mounted and secured?	Yes
All visible piping & conduit properly supported and in good condition?	Yes
Proper pipe schedule and fitting weight(s) for hazard design?	N/A
Flexible discharge hoses? Date: Part#: Size: :	N/A
Portable Fire Extinguishers	
Are fire extinguishers provided?	N/A
Mechanical Detection Line	
Function tested	Yes
Quantity of 165° F Links Changed	
Quantity of 212° F Links Changed	
Quantity of 280° F Links Changed	
Quantity of 360° F Links Changed	
Quantity of 450° F Links Changed	
Quantity of 500° F Links Changed	
Interlocks	
Fuel shutoff	Yes
CERTIFICATE OF INSPECTION	
System tagged and left in service	Yes
Pertinent parties notified after conclusion of tasks	Yes
System returned to service	Yes
COMMENTS:	
6-Year Maintenance Test Are 6-year tests recorded?	
12-Year Tests Are 12-year tests recorded?	



FIRE EQUIPMENT INCORPORATED

FIRE SUPPRESSION CYLINDER RECORD

Kitchen Manufacturer	Model	Hydro	Number of Tanks	Location



FIRE EQUIPMENT INCORPORATED

TOTAL # OF EXTINGUISHERS – 7

EXTINGUISHERS DUE SERVICE NEXT YEAR –

New Equipment -

DRY CHEM 2.5 ABC		DRY CHEM 5 ABC		DRY CHEM 10 ABC		DRY CHEM 20 ABC	
DRY CHEM 10 BC		DRY CHEM 20 BC		DRY CHEM 10 PK		DRY CHEM 20 PK	
CO2 5lb		CO2 10lb		CO2 15.5lb		CO2 20lb	
Pressurized Water		K Class		Halotron 2.5lb		Halotron 5lb	
Halotron 11lb		Halotron 15lb		Emergency Lights		Exit Lights	
Other							

Inspection/Recertification –

DryChem	5	KClass	2	Pressurized Water		Halotron	
CO2		Conductivity Test		Wheeled Unit		Emergency Light	
Exit Light		Other Insp					

Recharges –

Dry Chem 2 1/2 lb		Dry Chem 5 lb		Dry Chem 10lb		Dry Chem 20lb	
CO2 5 lb		CO2 10 lb		CO2 15 lb		CO2 20 lb	
Pressurized Water		K Class .61		2,5G		Halotron 2.5 lb	
Halotron 5 lb		Halotron 11 lb		Halotron 15.5 Lb		Conductivity Tests	

Service –

6 YR Maintenance Halotron		Hydrotest Dry Chem	
6 YR Maintenance Other		Hydrotest Other	

Parts –

Service Collar		ORing		Check Stem		Pull Pin	
Vehicle Bracket		Heavy Duty Bracket		Batteries		Battery Disposal	
Wall Hook		M1 - 5lb		M2 -10lb		20lb	
Bulbs		Replacement Cover		Gauge		FEC Cover	



FIRE EQUIPMENT INCORPORATED

Other Parts		DOT		OSHA		PWM 90	
BL Series Vinyl		Type					
RP Series Plastic		Types					

FIRE EXTINGUISHERS ARE IN COMPLIANCE WITH NFPA 10 CODE –

Recommendations -

Comments -

Signature:

Jamee Winosa

Date:

Mar 07, 2023

ServSafe
National Restaurant Association

ServSafe® CERTIFICATION

GARRISON CLOUD

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).

17325807

CERTIFICATE NUMBER

10679

EXAM FORM NUMBER

1/14/2019

DATE OF EXAMINATION

1/14/2024

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



In accordance with Maritime Labor Convention 2006, Article A1.2.1 (2011) Regulation 1.9, Standard 1.2.

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This document cannot be reproduced without the permission of the National Restaurant Association Educational Foundation.

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

CERTIFICATE OF ALLERGEN AWARENESS TRAINING

Name of Recipient: GARRISON CLOUD

Certificate Number: 5487134

Date of Completion: 2/16/2022

Date of Expiration: 2/16/2027



The above-named person is hereby issued this certificate for completing an allergen awareness training program recognized by the Massachusetts Department of Public Health in accordance with 105 CMR 590.009(G)(3)(a).

This certificate will be valid for five (5) years from date of completion.

Issued By:



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

NATIONAL
RESTAURANT
ASSOCIATION®
800.765.2122
www.restaurant.org

Drinks

Coffee & Tea
Iced Coffee & Tea

Breakfast

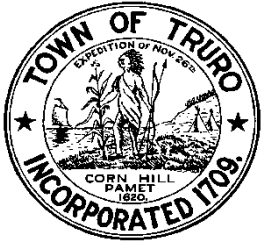
Parfaits
Muffins
Bagels
Croissants
Pastries

Sandwiches

Roast Beef
Turkey
Capresi
Veggie
Tuna
Chicken Salad

Salads

Potato Salad
Tortellini
Cucumber
Mozzarella
Green Salad
Caesar
Chef



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Licensing Department

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: March 28, 2023

ITEM: Renewal of Seasonal Alcohol Licenses for 2023

EXPLANATION: Every March the review and approval of the Seasonal alcohol licenses come before the Local Licensing Authority, the Select Board, for local businesses. These seasonal licenses run from April 1-January 15. The Town of Truro currently has 12* (twelve) such licenses, nine (9) On-Premise (MGL 138 § 12) Restaurants, and three (3) Off-Premise (MGL 138 § 15) package stores. **Salty Market Farmstand Inc., received ABCC approval for their annual license.*

The following establishments are seeking renewal: **Whitman House Restaurant, Blackfish Restaurant, Top Mast Café, Jams Too Inc., Fuller's Package Store, Terra Luna Restaurant, Beach Point Health & Swim Club, Captain's Choice, Payomet Performing Arts Center, Highland Links Golf Course, Days Deli and Market, and Avenue D.**

All Liquor Liability and Certificates will be required for the issuance of on-premise licenses required by the Alcoholic Beverages Control Commission.

Licensees that seek to continue patio/outdoor service after April 1, 2023, are encouraged to apply in the ordinary course for an alteration of premises. Otherwise, those previously amended licenses automatically revert to the status prior to the approval of the expansion of outdoor service as of April 1, 2023*.

**(Bill H.47) pending legislative signature: The extension of the outdoor dining permit process through April 1, 2024. The final bill (H.47) includes extensions to pandemic-related authorizations that were set to expire next week. (Applicable to Terra Luna Restaurant and Avenue D)*

IMPACT IF NOT APPROVED: The Seasonal Alcohol Licenses will not be renewed for 2023 if not approved by the Local Licensing Authority for submission to the Alcohol Beverages Control Commission (ABCC).

SUGGESTED ACTION: *MOTION TO approve the 2023 renewal of the seasonal alcohol licenses for Whitman House Restaurant, Blackfish Restaurant, Top Mast Café, Jams Too Inc., Fuller's Package Store, Terra Luna Restaurant, Beach Point Health & Swim Club, Captain's Choice, Payomet Performing Arts Center, Highland Links Golf Course, Days Deli and Market, and Avenue D and submission to the Alcoholic Beverages Control Commission.*

ATTACHMENTS:

1. Chief of Police Review of Seasonal Licensees
2. ABCC Seasonal License Holder's Applications



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Licensing Department

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

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

MEMO

To: Chief of Police, Jamie Calise, Truro Police Department
 From: Nicole Tudor, Executive Assistant
 Date: February 24, 2023
 Re: 2023 Seasonal Liquor License Renewals

Please review the following 13 seasonal alcohol beverage license renewals for 2023 and kindly make any comments or concerns as you deem necessary. We anticipate the Local Licensing Authority will review these renewal applications in the month of March. *12 Seasonal with the approval of Annual use for Salty Market Farmstand Inc.

2023 SEASONAL LIQUOR LICENSE RENEWAL APPLICANTS:

1. Avenue D Inc, dba **Avenue D**, 14 Truro Center Rd Unit C, Ave D. Rosenthal, Manager
 License # 04845-RS-1292 (ABCC) Class: Seasonal Type of License: Restaurant Category: Wines and Malts

Approved/No Issues or Violations Reason for Denial
 Comments: _____

2. **Beach Point Health and Swim Club**, LLC, 217 Shore Road, Albert Silva, Manager
 License #00034-GP-1292 (ABCC) Class: Seasonal Type of License: General On Premise Category: All Alcohol

Approved/No Issues or Violations Reason for Denial
 Comments: _____

3. Pamet Restaurant Group, Inc., dba **Blackfish Restaurant**, 17 Truro Center Rd, Eric Jansen, Manager
 License # 00003-RS-1292 (ABCC) Class: Seasonal Type of License: Restaurant Category: All Alcohol

Approved/No Issues or Violations Reason for Denial
 Comments: _____

4. Captain's Choice Inc. dba **Captain's Choice**, 4 Highland Rd Unit D, Christopher W. King, Manager, License # 00040-RS-1292 (ABCC) Class: Seasonal Type of License: Restaurant Category: All Alcohol

Approved/No Issues or Violations Reason for Denial
 Comments: _____

5. MCJLT Inc., dba **Days Market and Deli**, 271 Shore Rd, Mylan Janoplis, Manager, License #89576-PK-1292 (ABCC) Class: Seasonal Type of License: Package Store Category: All Alcohol

Approved/No Issues or Violations

Reasons for Denial

Comments: _____

6. 2 D's Transport, Inc. dba **Fuller's Package Store**, 300 Route 6, Frederick Dunn, Manager License # 00012-PK-1292 (ABCC) Class: Seasonal Type of License: Package Store Category: All Alcohol

Approved/No Issues or Violations

Reason for Denial

Comments: _____

7. Johnson Golf Management, Inc., dba **Highland Links Golf Course**, 10 Highland Light Road, Kelly Laramee, Manager, License # 00038-RS-1292 (ABCC) Class: Seasonal Type of License: Restaurant Category: All Alcohol

Approved/No Issues or Violations

Reason for Denial

Comments: _____

8. Cape Provisions LLC, dba **Jams Market**, 14 Truro Center Rd, Garrison Scott Cloud, Manager License #90261-PK-1292 (ABCC) Class: Seasonal Type of License: Package Store Category: Wine & Malt

Approved/No Issues or Violations

Reason for Denial

Comments: _____

9. Payomet Inc., dba **Payomet Performing Arts Center**, 29 Old Dewline Rd, Kevin Rice, Manager License # 00039-GP-1292 (ABCC) Class: Seasonal Type of License: General on Premises Category: Wine and Malt

Approved/No Issues or Violations

Reasons for Denial

Comments: _____

N/A 10. Salty Market Farmstand, Inc., dba **Salty Market Farmstand**, 2 Highland Rd, Liam Rowland, Manager, License #90258-PK-1292 (ABCC) Class: Seasonal* Type of License: Package Store Category: All Alcohol *Owner has an active application for change to an annual license (Hearing 2.28/2023)

***ABCC approved for Annual Use - 3/13/2023**

Approved/No Issues or Violations

Reasons for Denial

Comments: _____

11. Stostef, Inc dba **Terra Luna Restaurant**, 104 Shore Rd, Anthony Pasquale, Manager, License # 00018-RS-1292 (ABCC) Class: Seasonal Type of License: Restaurant Category: All Alcohol

Approved/No Issues or Violations

Reasons for Denial

Comments: _____

12. Top Mast Resort Inc, dba **Top Mast Cafe**, 209 Shore Rd, Albert R. Silva, Manager
License # 00006-RS-1292 (ABCC) Class: Seasonal Type of License: Restaurant Category: All Alcohol

Approved/No Issues or Violations

Reasons for Denial

Comments: _____

13. Robert L. Rice, Inc, dba **Whitman House Rest.**, 7 Great Hollow Rd, Susan J. Case, Manager
License # 00002-RS-1292 (ABCC) Type of License: Restaurant Category: All Alcohol

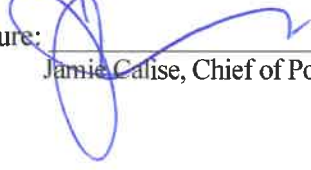
Approved/No Issues or Violations

Reasons for Denial

Comments: _____

POLICE DEPARTMENT APPROVAL

Date: 3/21/2023

Signature: 
Jamie Calise, Chief of Police



Commonwealth Of Massachusetts
Alcoholic Beverages Control Commission

Jean M. Lorizio, Esq.
Commission Chairman

2023
Retail License Renewal

License Number:	[REDACTED]	Municipality:	TRURO
License Name :	Captain's Choice Inc.	License Class:	Seasonal
DBA :	Captain'S Choice Restaurant	License Type:	Restaurant
Premise Address:	4 Highland Road D Truro, MA 02652	License Category:	All Alcoholic Beverages
Manager:	Christopher W King		

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).

Kristi A Wageman

Signature

Kristi Wageman

Printed Name

3.10.23

Date

Owner

Title

Additional Information:

Please sign this form only in the month of March and return to your Local Licensing Authority.





Commonwealth Of Massachusetts
Alcoholic Beverages Control Commission

Jean M. Lorizio, Esq.
Commission Chairman

2023
Retail License Renewal

License Number: [REDACTED] Municipality: TRURO
License Name : Stostef Inc License Class: Seasonal
DBA : Terra Luna Restaurant License Type: Restaurant
Premise Address: 104 Shore Rd Truro, MA 02652 License Category: All Alcoholic Beverages
Manager: Anthony J Pasquale

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]
Signature
ANTHONY PASQUALE
Printed Name

3/8/23
Date
Chef/owner
Title

Additional Information:

Please sign this form only in the month of March and return to your Local Licensing Authority.





Commonwealth Of Massachusetts
Alcoholic Beverages Control Commission

Jean M. Lorizio, Esq.
Commission Chairman

2023
Retail License Renewal

License Number: [REDACTED] Municipality: TRURO
License Name : Pamet Restaurant Group Inc License Class: Seasonal
DBA : Blackfish License Type: Restaurant
Premise Address: 17 Truro Center Road Truro, MA 02666 License Category: All Alcoholic Beverages
Manager: Eric Jansen

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).

[Handwritten Signature]

Signature

Eric Jansen

Printed Name

3/21/23

Date

President

Title

Additional Information:

Please sign this form only in the month of March and return to your Local Licensing Authority.





Commonwealth Of Massachusetts
Alcoholic Beverages Control Commission

Jean M. Lorizio, Esq.
Commission Chairman

2023
Retail License Renewal

License Number: [REDACTED] Municipality: TRURO
License Name : Avenue D Inc. License Class: Seasonal
DBA : Avenue D License Type: Restaurant
Premise Address: 14C Truro Center Road Truro, MA 02666 License Category: Wines and Malt
Manager: Ave. D. Rosenthal

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).

Ave D Rosenthal
Signature

3-6-2023
Date

Ave D. ROSENTHAL
Printed Name

PRES
Title

Additional Information:

Please sign this form only in the month of March and return to your Local Licensing Authority.



Commonwealth Of Massachusetts
Alcoholic Beverages Control Commission

Jean M. Lorizio, Esq.
Commission Chairman

2023
Retail License Renewal

License Number: [REDACTED] Municipality: TRURO
License Name : Johnson Golf Management Inc License Class: Seasonal
DBA : Highland Links Golf Course License Type: Restaurant
Premise Address: 10 Highland Light Road Truro, MA 02652 License Category: All Alcoholic Beverages
Manager: Kelly Laramée

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).

Kelly Laramée
Signature

3/10/23
Date

Kelly Laramée
Printed Name

President
Title

Additional Information:

Please sign this form only in the month of March and return to your Local Licensing Authority.





Commonwealth Of Massachusetts
Alcoholic Beverages Control Commission

Jean M. Lorizio, Esq.
Commission Chairman

2023
Retail License Renewal

License Number: [REDACTED] Municipality: TRURO
License Name : Top Mast Resort Inc License Class: Seasonal
DBA : Top Mast Cafe License Type: Restaurant
Premise Address: 209 Shore Road Truro, MA 02652 License Category: All Alcoholic Beverages
Manager: Albert R Silva

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).

Albert Silva
Signature

3/7/23
Date

ALBERT SILVA
Printed Name

owner
Title

Additional Information:

Please sign this form only in the month of March and return to your Local Licensing Authority.





Commonwealth Of Massachusetts
Alcoholic Beverages Control Commission

Jean M. Lorizio, Esq.
Commission Chairman

2023
Retail License Renewal

License Number: [REDACTED] Municipality: TRURO
License Name : Robert L Rice Inc License Class: Seasonal
DBA : Whitman House License Type: Restaurant
Premise Address: 7 Great Hollow Road Truro, MA 02666 License Category: All Alcoholic Beverages
Manager: Susan Jean Case

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).

Robert L Rice

Signature

ROBERT L. RICE

Printed Name

3/17/23

Date

OWNER

Title

Additional Information:

Please sign this form only in the month of March and return to your Local Licensing Authority.





Commonwealth Of Massachusetts
Alcoholic Beverages Control Commission

Jean M. Lorizio, Esq.
Commission Chairman

2023
Retail License Renewal

License Number: [REDACTED] Municipality: TRURO
License Name : MCJLT Inc. License Class: Seasonal
DBA : Days' Market & Deli License Type: Package Store
Premise Address: 271 Shore Road Truro, MA 02652 License Category: All Alcoholic Beverages
Manager: Mylan Janoplis

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

Mylan Janoplis

Printed Name

2 March 2023

Date

President

Title

Additional Information:

Please sign this form only in the month of March and return to your Local Licensing Authority.





Commonwealth Of Massachusetts
Alcoholic Beverages Control Commission

Jean M. Lorizio, Esq.
Commission Chairman

2023
Retail License Renewal

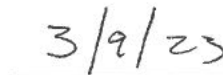
License Number: [REDACTED] Municipality: TRURO
License Name : Cape Provisions LLC License Class: Seasonal
DBA : Jams Market License Type: Package Store
Premise Address: 14 Truro Center Road Truro, MA 02666 License Category: Wines and Malt
Manager: Garrison Scott Cloud

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).



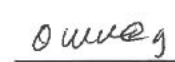
Signature



Date



Printed Name



Title

Additional Information:

Please sign this form only in the month of March and return to your Local Licensing Authority.





Commonwealth Of Massachusetts
Alcoholic Beverages Control Commission

Jean M. Lorizio, Esq.
Commission Chairman

2023
Retail License Renewal

License Number: [REDACTED] Municipality: TRURO
License Name : Payomet Inc License Class: Seasonal
DBA : Payomet Performing Arts Center License Type: General On-Premises
Premise Address: 29 Old Dewline Road Truro, MA 02666 License Category: Wines and Malt
Manager: Kevin Rice

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]
Signature

3/21/23
Date

KEVIN RICE
Printed Name

EXECUTIVE DIRECTOR
Title

Additional Information:

Please sign this form only in the month of March and return to your Local Licensing Authority.





Commonwealth Of Massachusetts
Alcoholic Beverages Control Commission

Jean M. Lorizio, Esq.
Commission Chairman

2023
Retail License Renewal

License Number: [REDACTED] Municipality: TRURO
License Name : 2ds Transport Inc License Class: Seasonal
DBA : Fullers Package Store License Type: Package Store
Premise Address: 300 Route 6 Truro, MA 02666 License Category: All Alcoholic Beverages
Manager: Frederick R Dunn

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]
Signature
Fred Dunn
Printed Name

3/2/23
Date
Owner/Pres
Title

Additional Information:

Please sign this form only in the month of March and return to your Local Licensing Authority.





Commonwealth Of Massachusetts
Alcoholic Beverages Control Commission

Jean M. Lorizio, Esq.
Commission Chairman

2023
Retail License Renewal

License Number: [REDACTED] Municipality: TRURO
License Name : Beach Point Health And Swim Club License Class: Seasonal
LLC License Type: General On-Premises
DBA : Beach Point Health And Swim Club Llc
Premise Address: 217 Shore Road Truro, MA 02652 License Category: All Alcoholic Beverages
Manager: Albert R Silva

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).

Albert Silva
Signature

3/7/23
Date

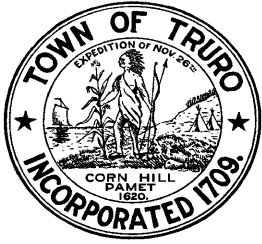
ALBERT SILVA
Printed Name

owner
Title

Additional Information:

Please sign this form only in the month of March and return to your Local Licensing Authority.





TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Licensing Department

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: March 28, 2023

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

EXPLANATION: In addition to the seasonal licenses, the Select Board, in its capacity as the Local Licensing Authority, must approve and sign the renewal certification. No Seasonal Alcohol licensee failed to renew for 2023. This form is a part of the 2023 ABCC seasonal renewal package and also certifies that all seasonal alcohol license-holder businesses will be occupied as of April 1, 2023.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The Seasonal 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 Seasonal Alcohol Beverages Control Commission Renewal Certification.*

ATTACHMENTS:

1. Seasonal Alcohol Beverages Control Commission Renewal Certification 2023

SEASONAL RETAIL LIQUOR LICENSE RENEWAL APPLICATION GUIDELINES

Without exception, all seasonal alcoholic beverages **licensees** are required to renew their alcoholic beverages license by **March 31st** 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 May 15th 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 March 31st will be treated as a New License.

If renewal application becomes a new license for failure to meet the March 31st 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
Sean Walsh at ext. 749 or Ryan Melville at ext 718.

Ralph Sacramone, Executive Director

SEASONAL RENEWAL CERTIFICATION FOR THE YEAR

CITY/TOWN:

A. SEASONAL LICENSEES WHO FAILED TO RENEW FOR THE UPCOMING YEAR:

LICENSE #:

N/A

LICENSEE CORPORATE NAME AND ADDRESS:

B. SEASONAL LICENSEES DISAPPROVED BY THE CITY/TOWN FOR THE UPCOMING YEAR

LICENSE #:

N/A

LICENSEE CORPORATE NAME AND ADDRESS:

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

The Local Licensing Authorities

Select Board Meeting Minutes

Consent Agenda Item: 8F1

December 6, 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

Select Board Members Absent:

Others Present: Darrin Tangeman-Town Manager, Kelly Clark-Assistant Town Manager, Alex Lessin-Finance Director, Emily Beebe-Health and Conservation Agent, Courtney Warren-Assistant Health and Conservation Agent

Chair Reed called the meeting to order at 5:30 pm. Chair Reed also corrected the record from an earlier Budget Task Force meeting and stated that the correct date for the next Budget Task Force meeting will be held on Tuesday, December 13, 2022, at 8:30 am. Discussed will be Police, Fire and Rescue, and Emergency Management

PUBLIC COMMENT

Joan Holt, a Truro resident and registered voter, commented on an email she had sent to Select Board members regarding the reduction of services at the Council on Aging (CoA) to seniors due to the staff shortage from 4 to 1. She noted that she was recently unable to reach anyone at the CoA and had received assistance from the CoA in Wellfleet for her husband.

PUBLIC HEARINGS

None

INTRODUCTION TO NEW EMPLOYEES

None

BOARD/COMMITTEE/COMMISSION APPOINTMENTS

A. Interview and Possible Appointment of Courtney Warren to Provincetown Water and Sewer Board

Chair Reed introduced Ms. Warren and Members asked Ms. Warren standardized interview questions which she answered. Members unanimously expressed their full support for Ms. Warren serving on the board.

Member Rein made a motion to appoint Ms. Warren as Truro’s representative to the Provincetown Water and Sewer Board for a 3-year term expiring on June 30, 2025.

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 congratulated Ms. Warren and Ms. Warren thanked the Members prior to departing the meeting.

STAFF/COMMITTEE UPDATES

None

TABLED ITEMS

None

SELECT BOARD ACTION

A. Condominium Conversion of East Harbour Condominiums, located at 618 Shore Road
Presenter: Emily Beebe, Health and Conservation Agent

Chair Reed recognized Health and Conservation Agent Beebe who reported that there had been a full inspection and review of all submitted documents. All were compliant with the requirements to convert from a seasonal condominium to a year-round condominium. The application must be signed by the Select Board and all the legal documents are in order.

Members had no questions or comments.

Member Dundas made a motion to approve the year-round use and the removal of the seasonal covenant for East Harbour Condominium located at 618 Shore Road and to electronically sign the Step 2 application.

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.

B. Condominium Conversion of Harbor View Village, Unit 13, located at 168 Shore Road
Presenter: Emily Beebe, Health and Conservation Agent

Chair Reed recognized Health and Conservation Agent Beebe who reported that most of the units will remain seasonal and this deals with a manager's unit (unit 13) that will now become year-round. Health and Conservation Agent Beebe added that up to 9 other units may seek year-round once water and

utility issues are resolved at a later date. Health and Conservation Agent Beebe reported that there were no issues with unit 13.

Members discussed and commented on the thorough work completed by Health and Conservation Agent Beebe and the Town staff as well as the sufficiency of the parking plan which was reviewed by the Building Commissioner.

Member Areson made a motion to approve the year-round use and the removal of the seasonal covenant for Unit 13, Harbor View Village Condominium, located at 168 Shore Road.

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.

C. Condominium Conversion of Colonial Village, Units 1, 2, 3, 5, 6, 7, 8 & 10, located at 630 Shore Road
Presenter: Emily Beebe, Health and Conservation Agent

Chair Reed recognized Health and Conservation Agent Beebe who reported that there had been a full inspection and review of all submitted documents. All were compliant with the requirements to convert from seasonal condominiums to year-round condominiums. Health and Conservation Agent Beebe noted that COVID-19 delayed this process and she thanked all involved for their patience.

Vice Chair Weinstein made a motion to approve the year-round use and the removal of the seasonal covenant for Colonial Village Condominium, located at 630 Shore Road and electronically sign the application.

Member Dundas seconded the motion.

ROLL CALL VOTE

Vice Chair Weinstein – Aye

Member Dundas – Aye

Member Areson – Aye

Member Rein – Aye

Chair Reed – Aye

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

Chair Reed thanked Health and Conservation Agent Beebe for all her hard work.

D. Continued Discussion and Potential Vote on Board and Committee Budgets
Presenter: Darrin Tangeman, Town Manager

Prior to Town Manager Tangeman's presentation, Chair Reed noted that this topic was discussed at the previous Budget Task Force meeting and would be presented tonight. Town Manager Tangeman reviewed the written proposal document submitted by Town staff. Town Manager Tangeman concluded his presentation by noting that the allocation of tax dollars should meet the Select Board's goals and objectives.

Members and Town Manager Tangeman discussed and commented on the challenges associated without having a formal process in place and the need for one now as there have been recent situations with Town staff spending unforeseen time and resources during the budgeting process which could have been avoided; explore vetting and/or funding for food and childcare for Town outreach functions as these outreach events are aligned with achieving the Select Board's goals and objectives; and addressed the budgeting process to hire new staff and consultants.

Member Dundas made a motion to direct Select Board Member Sue Areson to draft policy on Multi-member Bodies' Budget Procedures based on tonight's discussion and to present it to the Select Board at a subsequent meeting on a date to be determined.

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.

E. Discussion and Possible Vote to Amend the Walsh Property Community Planning Committee Charge
Presenters: Stephanie Rein, Select Board Liaison to Walsh Property Community Planning Committee and Darrin Tangeman, Town Manager

Chair Reed stated that the Select Board wanted to reduce the number of seats on the Walsh Property Community Planning Committee (WPCPC) and the WPCPC co-chairs were in favor of the reduction of seats so it would be easier to acquire a quorum for meetings.

Member Rein provided an update and noted that the WPCPC co-chairs had spoken with her this morning and that they supported a change to the WPCPC charge. The co-chairs also favored 11 full member seats and 2 alternate member seats.

Town Manager Tangeman commented that the committee is very large, and it is hard to build consensus on certain issues. Additionally, it has been difficult to have a quorum so a reduction of committee members would eliminate this problem.

Chair Reed led the deliberation with the Members who unanimously supported 11 full member seats and 2 member alternate seats.

Vice Chair Weinstein made a motion to approve the charge of the Walsh Property Community Planning Committee to 11 full member seats and 2 alternate member seats and to electronically sign.

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

A. Review/Approve and Authorize Signature:

1. Application for Entertainment License-Truro Center for the Arts at Castle Hill
2. Application for One-Day Pouring License-Truro Center for the Arts at Castle Hill
3. First Quarter Budget-to-Actual Expenditures (no signatures required)

B. Review and Approve Appointment Renewals: None

C. Review and Approve 2023 Annual Alcohol Licenses-Gingerbread House-Lodging License; Montano's-Common Victualer License

D. Review and Approve Water Service Application for 6 Shore Road

E. Review and Approve Select Board Minutes; October 25, 2022

Member Dundas made a motion to accept the Consent Agenda as printed in the packet except for Member Arenson's abstention from voting on minutes from October 25, 2022, as she was not present, and the editorial change of the extra "the" in the minutes of October 25, 2022.

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.

SELECT BOARD REPORTS/COMMENTS

Vice Chair Weinstein said that he had nothing to report but commented that deer hunting season is ongoing and for citizens to be aware and exercise caution when walking around outdoors. There are hunters not wearing orange and he advised that walkers near hunting areas wear orange and consider dressing their pets in orange to avoid a tragedy. Beer bottle littering is a problem, and it must stop.

Member Dundas had no reports this week but expressed gratitude to the Town's emergency services for their response and assistance that they rendered to his neighbor who fell and remained hospitalized.

Member Areson said the Local Comprehensive Plan Committee has been meeting weekly and is working on a draft Vision statement and will have an outreach event in January. Member Areson noted that not everyone is available to attend the Budget Task Force meetings on Tuesday mornings, but she encouraged residents to watch the recorded videos of these meetings to stay informed.

Member Rein highlighted that the Walsh Property Community Planning Committee (WPCPC) has upcoming meetings on December 14, 2022, and December 21, 2022, from 6 pm to 8 pm. Public comments are welcome at the beginning and the end of the meetings. The WPCPC will host an event this Thursday, December 8, 2022, at the Truro Central School, from 4:30 pm to 6:30 pm. It is an interactive event to gather residents' input for the Walsh Property with pizza provided. Volunteer basketball coaches are needed for the youth program and no prior coaching experience is necessary.

Member Rein thanked the DPW for their hard work putting in a new storm drain at the intersection of Old County Road and Depot Road.

Chair Reed said that she was grateful to Jenn Goldson and the Truro Housing Authority for their hard work on the Housing Production Plan. There was a presentation yesterday and it allowed for other committee members to comment on it. Ms. Goldson has expressed interest in working on the Housing Production Playbook and the Town is in negotiations with her regarding compensation and a schedule for the playbook to be available prior to Town meeting.

TOWN MANAGER REPORT

Town Manager Tangeman reported that Austin Smith started today as the Deputy Director for the Recreation and Beach Department. Town Manager Tangeman added that it would be nice to give an update regarding recruitment for the Council on Aging and the Town is using a bonus program to entice qualified applicants to apply and hire. It is a priority for the Town to hire the best individuals to fill those positions. Town Manager Tangeman thanked the community for its patience.

NEXT MEETING AGENDA

Town Manager Tangeman provided an overview of the agenda for the next regular meeting on Wednesday, December 13, 2022.

Member Dundas made a motion to adjourn at 7:00 pm.

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.

Respectfully submitted,



Alexander O. Powers

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

Public Records Material Attachments

Legal Notice

Application to Serve-Courtney Warren

Amended Master Deed

Provincetown Water Department Sign Off

Step 1 Application
Step 2 Application and Vote
Certificate of Compliance
Release of Covenants
Amended Master Deed
Provincetown Water Department Sign Off-Unit 13
Step 1 Application
Step 2 Application and Vote
Release of Covenant-Unit 13
Amended and Original Master Deed
Provincetown Water Department Sign Off
Step 1 Application
Step 2 Application and Vote
Release of Covenants
Draft Process for Multi-member Body Budget Requests
Walsh Property Community Planning Committee Charge
Draft Revised Walsh Property Community Planning Committee Charge with 11 full-member seats and 2 alternate seats
Draft Revised Walsh Property Community Planning Committee Charge with 13 full-member seats and no alternate seats
Application for Entertainment License
Application for One Day Pouring License
Budget to Actual Expense Summary First Quarter FY2023
Renewal Application for 2023: Gingerbread House
Renewal Application for 2023: Montano's Restaurant
Truro Water Service Application

December 6, 2022, Budget Task Force Meeting

Via GoToMeeting Platform

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

Select Board Members Absent:

Others Present: Darrin Tangeman-Town Manager, Kelly Clark-Assistant Town Manager, Alex Lessin-Finance Director, Judy Brazil-Town Accountant, Stephanie Costigan-School Superintendent, Bob Panessiti-Chair Finance Committee (FinCom), Rich Wood-Vice Chair Finance Committee (FinCom)

Chair Reed called the meeting to order at 8:30 am and introduced FinCom Chair Panessiti. FinCom Chair Panessiti announced that there was not a quorum of FinCom members present so he would not open a FinCom meeting at this time.

Presentation of Revenue Projections

Chair Reed recognized Finance Director Lessin who provided a brief overview of the Budget Task Force responsibilities and process. Finance Director Lessin then presented the revenue projections (property taxes and other revenues) for FY2024. Finance Director Lessin briefed that FY2024 total maximum allowable tax levy was \$19,790,628 and total other receipts/revenues was \$6,837,244. Total preliminary projections (as of 12/6/2022) were \$26,627,872.

Discussion, comments, and questions ensued among Members regarding tax rate buydown, the proposed elimination of tax rate buydown and the impact to the budget, cost of services provided by Lower Cape Ambulance Association if Provincetown drops out as a partner, the absence of the Dennis Family Gift Fund from the budget, the funds and appropriations process during the fiscal year, encouraging and educating the public early on the budgeting process to avoid disruptions at Town Meeting, projected new growth down by \$178,000 from FY2023, the state aid reduction of nearly \$100,000 from FY2023, and the reason why Truro pays more into state aid than Truro receives in state aid.

Chair Reed invited members of the public to ask questions or make comments and there were none.

Discussion of Board and Committee Budget Policy/Process

Chair Reed recognized Town Manager Tangeman who presented the Town staff's written proposal to better government around multi-member budgeting requests. Town Manager Tangeman discussed the purpose of the proposal before reviewing the recommended topics for the process. Town Manager Tangeman noted that the intent was to present to the Budget Task Force so the Budget Task Force's comments could be brought to the Select Board for a more meaningful discussion in developing a budget policy and process.

Discussion, comments, and questions ensued among Members regarding more detail as to why there is a need now for a budget policy and process, the importance of adding a policy as there are operational issues which require staff work to manage the demands associated with those operational issues, a policy will help facilitate the efficacy for capital requests, the current policy regarding FPEs, consulting fees paid by the Truro Housing Authority and the potential transition the consultant role to a Town position (housing coordinator), will this policy address the alarming and unusual large requests (in excess of \$10,000) by several boards/committees, when would a “fiscal agent” be put in place and would this require additional new staff, conducting an After Action Review after this year’s process to assess what worked well and what didn’t in order to incorporate those results into the proposed budget policy and process, reviewed the number of support requests (housing coordinator, climate action coordinator, and other support requests) totaling \$150,000-\$200,000, the FinCom’s standing policy not to approve items at the Town Hall meetings if the long-term impact to the Town may not be properly vetted, and the implementation of “best practices” in a proposed budget policy and process.

Town Manager Tangeman briefly reviewed the requirements of M.G.L. 30B for procurement and bids for the benefit of the members of the public who may be unaware of the statutory requirements.

Chair Reed invited members of the public to ask questions or make comments and there were none. Chair Reed then recognized FinCom Chair Panessiti who briefly commented on the importance of this process and reiterated his invitation to the public for their participation in the budgeting process.

Chair Reed announced that the next Budget Task Force meeting would be January 3, 2023, at 8:30 am. Presentations will include CIP, DPW, Harbor, and Shellfish.

Member Dundas made a motion to adjourn at 9:46 am.

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
Board/Committee/Commission Support Staff

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

Public Records Material Attachments

Legal Notice

January 31, 2023, Budget Task Force Meeting

Via GoToMeeting Platform

Select Board Members Present: Kristen Reed-Chair, Sue 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, Alex Lessin-Finance Director, Trudi Brazil-Town Accountant, Jamie Calise-Police Chief, Tim Collins-Fire Chief, Stephanie Costigan-Truro School Superintendent, Heather Harper-Truro School Administrator for Business and Finance, Katie Ward-Truro Communications and Marketing Coordinator, Kolby Blehm-School Committee Chair, Robert Panessiti-Finance Committee (FinCom) Chair, Rich Wood-Finance Committee (FinCom) Vice Chair, Lori Meads-Finance Committee (FinCom) Clerk, Raphael Richter-Finance Committee (FinCom)

Chair Reed called the meeting to order at 8:30 am and introduced Members and Town staff present. Chair Reed then recognized FinCom Chair Panessiti. A quorum of FinCom members present, FinCom Chair Panessiti introduced the FinCom members and announced the FinCom meeting open.

Chair Reed led the discussions and reviews of the FY2024 Budget for the following departments: Truro Central School, Fire & Rescue Emergency Management, and Administration.

Truro Central School

Chair Reed recognized Superintendent Costigan who presented an organizational overview of the Truro Central School, the narrative summary, and the budget highlights for the Truro Central School's FY2024 budget.

Members and Town staff discussed the total staffing at the school (administrators, instructional, and support staff); two teacher retirements at the end of this school year; principal's role as administrator; the contract with Nauset and any increase in tuition due to major renovation and expansion costs at Nauset; more research into a solution for the discontinuation of after school childcare program in FY2024; coordinate with the Council on Aging for senior residents who may have interest in providing childcare to children several times a week; after school childcare program options either through the Recreation Department or outsourcing; planning and budgeting for enrollment projections; elementary school's viability and financial impact to the Town in the future based upon projections; regionalization alternative based upon student enrollment; increased median age in Truro is now 61 years of age; Census projection of 3-5 new students enrolled per year versus actual declining enrollment with no students currently enrolled in the 6th grade; background of the creation and evolution of the Town's after school childcare program circa 2009/2010 up to 2023; enrollment and student services offerings among the Outer Cape elementary schools; potential grant funding to support after school program; the Childcare Voucher Program and its importance to families as well as the commitment of the Town to its residents; licensing requirements of an after school childcare program at the Community Center versus the Truro Central School; the housing issues and competitive full-time pay challenges to draw young

families to Truro for year-round residency; and any Massachusetts legislative changes regarding COVID-19 funding that would now require the Town to cover in FY2024.

Chair Reed thanked Superintendent Costigan.

Fire & Rescue Emergency Management

Chair Reed recognized Chief Collins who presented an organizational overview of the Fire Department, the narrative summary, and the budget highlights for the Fire Department's FY2024 budget.

Members and Town staff discussed firefighter/EMT recruitment challenges; Cape Cod communities need to hire 44 firefighters this year; certifications and training for a firefighter/EMT; staffing per shift and differences during off-season and during the summer; per diem firefighters; fees for beach fires governed by the Fire Department and are deposited into the General Fund; retention efforts for firefighters/EMTs; cell phone coverage at the beach and the ability of a cell phone caller to reach 911 in an emergency; backup plan for fire and rescue operations this summer if staffing goals fall short in hiring; cessation of Lower Cape Ambulance Association's (LCAA) delivery of services this year and its impact; number of staff who live in Truro and average of drive times for the other staff who reside elsewhere (Harwich, Yarmouth, and Brewster); raise pay to retain the best staff and goal to have the best paid first responders on Cape Cod; FY2024 proposed budget does not reflect projected wages due to ongoing Collective Bargaining Agreement (CBA) negotiations or Cost-of-Living Adjustment (COLA); update on emergency management coordination with other Cape Cod entities for resource support; communications and registration of Truro residents and visitors through ALERTruro to receive emergency notifications; Mutual Aid Plan is in place to provide services when LCAA ceases operations effective July 1, 2023; redirected monies allocated to LCAA to continue emergency management services; exploration of temporary solutions to transition to permanent solutions; and possible standby RFP for a private entity to provide support and temporary regional fire department support services.

Members and Town staff also discussed the four new firefighters/EMTs salary, wages, training, and turnout gear which were also included in the FY2023 budget but will not be spent until the four are hired.

Chair Reed thanked Chief Collins for his presentation. Chief Collins thanked Town hall staff who helped prepare the budget. Chair Reed also congratulated Chief Collins on his graduation from Fire Chief's Training.

Administration

Prior to Town Manager Tangeman's FY2024 Budget presentation, Chair Reed announced that the School and Fire & Rescue Emergency Management budgets would be further discussed at the next Budget Task Force meeting scheduled for February 14, 2023.

Chair Reed recognized Town Manager Tangeman who presented an organizational overview, the narrative summary, and the Administration's budget highlights for the FY2024 Budget.

Members and Town staff discussed the soft launch date for the survey platform, Engage Truro, for Members followed by a launch to the public; update on the digital budgeting software ClearGov;

overhaul of the Town website to achieve larger community outreach; regulatory limitations regarding municipal websites; and budgeted supplies (printed brochures) and food for community outreach engagements.

After Town Manager Tangeman completed his presentation, Assistant Town Manager Clark presented the FY2024 Dredge Budget.

Members had no additional questions or comments.

Chair Reed requested that communications be distributed to the community regarding tonight's meeting as well as upcoming public forums regarding Mill Pond Road.

Chair Reed thanked all the participants and presenters. Chair Reed announced that the next Budget Task Force meeting would be held on February 14, 2023, at 8:30 am. Budgets scheduled to present are non-departmental budgets and outstanding Budget discussions.

Member Areson made a motion to adjourn the meeting at 11:15 am.

Member Rein seconded the motion.

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 Attachment

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