



# Truro Select Board Remote Meeting

Tuesday, April 11, 2023

Regular Meeting-5:00pm

Executive Session-To Immediately Follow the Regular Meeting

## REGULAR MEETING

<https://meet.goto.com/953691269>

1-877-309-2073 Access Code: 953-691-269

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: 953-691-269 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/953691269> Please note that there may be a slight delay (15-30 seconds) between the meeting and the live-stream (and television broadcast). If you are watching the meeting and calling in, please lower the volume on your computer or television during public comment so that you may be heard clearly. We ask that you identify yourself when calling in to help us manage multiple callers effectively.

### 1. PUBLIC COMMENT

### 2. PUBLIC HEARINGS – NONE

### 3. INTRODUCTION TO NEW EMPLOYEES

- A. Public Works Department: Peter Cook, Benjamin Morris, Dylan Kaeslau
- B. Community Services Department: Jennifer Pierce
- C. Finance Department: Caitlin Gelatt

### 4. BOARD/COMMITTEE/COMMISSION APPOINTMENTS

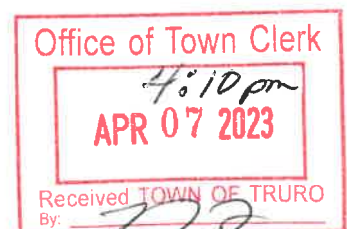
- A. Interview and Possible Appointment-Alfred (Fred) Fehlau, Charter Review Committee

### 5. STAFF/ COMMITTEE UPDATES – NONE

### 6. TABLED ITEMS – NONE

### 7. SELECT BOARD ACTION

- A. Discussion of Cell Tower (344 Route 6) Cell Signal Degradation Due to 5G Interference and Resolution Options  
Presenter: Gary Hanna, President (WGTX x102.3fm)
- B. Discussion and Possible Vote to Revise Walsh Property Community Planning Committee Charge  
Presenter: Darrin Tangeman, Town Manager, and Stephanie Rein, Select Board Member
- C. Vote on Cost-of-Living Adjustment for Barnstable County Retirees  
Presenter: Alex Lessin, Finance Director
- D. Town Meeting Motion Assignment  
Presenter: Darrin Tangeman, Town Manager
- E. Vote on Nominees for the Fred Todd Community Service Award  
Presenter: John Dundas, Clerk



## 8. **CONSENT AGENDA**

- A. Review/Approve and Authorize Signature:
  - 1. National Opioid Settlement-Participation Agreement
- B. Review and Approve Appointment Renewals: None
- C. Review and Approve 2023 Seasonal Business Licenses: Common Victualer-Highland Links Café, Transient Vendor-Highland Links Café, Hillside Farmstand, Common Victualer, and Transient Vendor-Days Market and Deli
- D. Review and Approve Application for Amendment Change of Business Entity Information on Alcohol License-Cape Provisions LLC dba Jams Market to dba Truro General Store
- E. Review and Approve Terra Luna Restaurant Temporary Use of Outdoor Area
- F. Review and Approve Avenue D Temporary Use of Outdoor Area
- G. Review and Approve Temporary Revised Alcohol License Terra Luna Restaurant
- H. Review and Approve Temporary Revised Alcohol License Avenue D
- I. Review and Approve Select Board Minutes: Regular Meeting of 2.28.2023

9. Select Board Reports/Comments

10. Town Manager Report

11. Next Meeting Agenda: May 10, 2023 (Wednesday)

## EXECUTIVE SESSION

<https://meet.goto.com/354462645>

1-877-309-2073 Access Code: 354-462-645

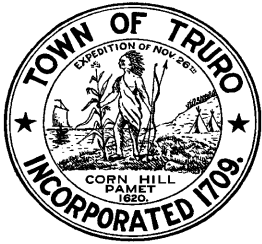
This will be a remote meeting. The meeting will begin in open session solely for the purpose of moving, as set forth below, to enter into Executive Session. The meeting will be locked and closed to the public once the Board votes to enter into Executive Session.

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

- (1) in accordance with the provisions of Massachusetts General Law Chapter 30A, §21 (a) 3, to discuss strategy with respect to litigation (47 Pond Road); and*
- (2) in accordance with the provisions of Massachusetts General Law, Chapter 30A, §21 (a) 3, to discuss strategy with respect to collective bargaining (Laborer's International Union of North America); and*
- (3) in accordance with the provisions of Massachusetts General Law, Chapter 30A, §21 (a) 3, to discuss strategy with respect to collective bargaining (Truro Police Union Federation); and*
- (4) in accordance with the provisions of Massachusetts General Law, Chapter 30A, §21 (a) 2, to conduct strategy sessions in preparation for negotiations with nonunion personnel (all)*
- (5) in accordance with the provisions of Massachusetts General Law, Chapter 30A, §21 (a) 2, to conduct strategy sessions in preparation for negotiations with nonunion personnel (James Calise, Police Chief);*

*and not to reconvene in open session.*





# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Department of Public Works

**REQUESTOR:** Jarrod Cabral, DPW Director

**REQUESTED MEETING DATE:** April 11, 2023

**ITEM:** Introduction of three new Department of Public Works employees; Peter Cook, Ben Morris and Kylan Kaeslau

**EXPLANATION:** The DPW recently hired/reclassified three new employees. Public Works Director Cabral will introduce:

Peter Cook, Assistant Transfer Station Attendant

Dylan Kaeslau, Truck Driver

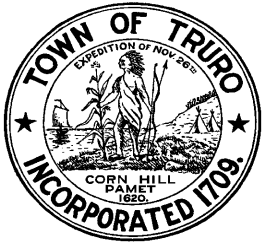
Benjamin Morris, Transfer Station Supervisor

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

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

**SUGGESTED ACTION:** None

**ATTACHMENTS:** None



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Community Services

**REQUESTOR:** Damion Clements, Director of Community Services

**REQUESTED MEETING DATE:** April 11, 2023

**ITEM:** Introduction of new employee, Jennifer Pierce

**EXPLANATION:** Jennifer Pierce is the newest hire to join the Community Services Department. Community Services Director Clements will introduce Jennifer Pierce, Office Assistant for the Community Services Department, to the Board and the community.

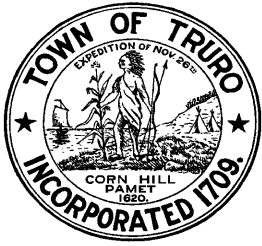
**FINANCIAL SOURCE (IF APPLICABLE):** N/A

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

**SUGGESTED ACTION:** N/A

**ATTACHMENTS:** None





# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Finance Department

**REQUESTOR:** Alex Lessin, Finance Director

**REQUESTED MEETING DATE:** April 11, 2023

**ITEM:** Introduction of new employee, Caitlin Gelatt

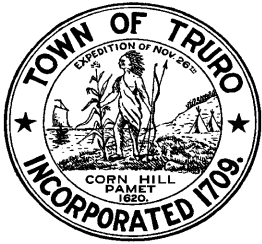
**EXPLANATION:** Finance Director Alex Lessin will introduce Caitlin Gelatt, Collector of Taxes/ Assistant Treasurer, to the Board and the community.

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

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

**SUGGESTED ACTION:** N/A

**ATTACHMENTS:** None



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Noelle Scoullar, Executive Assistant

**REQUESTED MEETING DATE:** April 11, 2023

**ITEM:** Interview and Possible Appointment of Fred Fehlau to the Charter Review Committee

**EXPLANATION:** Fred Fehlau has submitted an application to serve on the Charter Review Committee. There is an unexpired, 3-year term which will end on June 30, 2024.

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

**IMPACT IF NOT APPROVED:** The Charter Review Committee will continue to have a vacancy.

**SUGGESTED ACTION:** *Motion to appoint Fred Fehlau to the Charter Review Committee, filling an unexpired, 3-year term which expires June 30, 2024.*

**ATTACHMENTS:**

1. Application to Serve and Resume

Truro

*Application to Serve on a Board or Committee*

**Last Name**

*Fehlau*

REC'D 20 11/14

**First Name**

*Alfred (Fred)*

ADMINISTRATIVE OFFICE

TOWN OF TRURO

**Middle Initial**

*W*

**Email Address**

**Phone Number**

**Address (Street)**

*17 Resolution Road*

**Address (City)**

*Truro*

**Address (State)**

*MA*

**Address (Zip Code)**

*02666*

**Mailing Address (Please indicate box number and zip code)**

*PO Box 303, Truro, MA 02666*

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

**Are you a full-time resident of Truro?**

Yes

No

**Are you registered to vote in Truro?**

Yes

No

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**What Board/ Committee Are You Applying For?**

*Charter Committee*

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

*I have been a resident of Truro since 2016, and full-time since 2018. I've been to numerous town meetings and input meetings for the strategic plan. Prior to retirement, I served as provost and dean of academic affairs for a 3000+ student college. Through that work, and its budget and committee responsibilities, I learned the importance of overarching policy and planning, as well as its ability to assist in substantive and sustainable decision-making. I understand that the Charter Committee is charged with just such oversight.*

**Have you attended a meeting of the committee listed above?**

Yes

No

**Have you read the charge of the committee?**

Yes

No

**Have you met with the chair of the committee?**

Yes

No

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

Yes

No

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

Yes

No

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

FY23 Objective 9: "Upon completion of the Local Comprehensive Plan, the Select Board and Town Manager will work jointly to create a Town mission statement." "I believe this work should involve a greater number of constituents. I also feel the Select Board Goals are primarily tactical and could benefit from a more comprehensive strategic vision.

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

Local Comprehensive Plan Committee Walsh Property Community Planning Committee

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

In my role as provost cited above, I lead two successful strategic planning processes resulting in four-year board-approved institutional plans, established and/or chaired various faculty and student policy committees, and established the Office of Academic Affairs. I had over 30 direct reports, including academic chairs and deans, student affairs, faculty affairs, academic affairs, and board relations, among others.

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

I served two terms as Chair of the Commission for the National Association of Schools of Art and Design (NASAD), and as a Commission and Executive Board Member. I have also chaired numerous NASAD and WASC accreditation teams (Western Association of Schools and Colleges). In that capacity, I have guided teams to review and report upon institutions of higher learning within the Standards of the two accrediting bodies. Both of these are volunteer, professional peer-based positions. Please note that there are two attached resumes below. They are duplicate documents; the second one was submitted in error and could not be deleted from this form.

**Signature**

*Fred Fehlau*

**Date**

*Jan 27, 2023*

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# Fred Fehlau

PO Box 303, Truro, MA 02666-0303

**As an administrator and professor with over 30 years of experience in higher education, institutional policy and governance, and art and design practices, I am committed to serving students and faculty by creating an environment in which creative, ethical, and critically relevant professional art and design practices can develop and thrive, to exploring how visually literate and responsible individuals can deploy their talents across a diverse range of social and cultural activities, and to ensuring that the institution demands of itself what it asks of its students — a life-long commitment to learning at all levels.**

## **Positions — ArtCenter College of Design, Pasadena, CA**

Provost, Chief Academic Officer (2010 – 2017, Retired)

Dean of Academic Affairs (2007 – 2011)

Accreditation Liaison Officer (2004 – 2017)

Chair, Foundation Studies Department (2001 – 2007)

Chair, Senior Education Committee (2002 – 2003)

Interim Chair, Graphic Design department (2001)

Professor, graduate, and undergraduate programs: Fine Art, Integrated Studies, Illustration, Graphic Design, Photography, Film, Humanities & Sciences, and Graduate Media Design Program (1986 – 2017)

Professor Emeritus (2017 – present)

## **Summary of Qualifications**

- Experience with Board of Trustees as staff to the Academic Affairs Committee
- Able to lead dynamic “futures” brainstorming and strategic planning with full college constituency
- Experience in Corporate/Individual Donor/Foundation strategies and relationships
- Full knowledge of academic and pedagogical structures. Able to work with multiple stakeholders in long-term administrative relationships.
- Student and faculty-focused experience and commitment. Can act empathetically, fairly and firmly.
- Well-developed organizational and project management skills
- Excellent written and oral communication skills
- Able to analyze and visualize financial, statistical and enrollment data for institutional research purposes and utilize this data for decision-making, strategic planning and tactical implementation

## **Responsibilities as Provost**

- President’s Executive Cabinet member
- Staff for the Board of Trustees Academic Affairs Committee
- \$37M+ Education budget, including 45 unique departments
- Fourteen undergraduate and seven graduate departments
- Public Programs, including ArtCenter at Night, Saturday High, ArtCenter Kids, and ArtCenter Teacher’s Institute
- Office of Student Affairs, including The Center for the Student Experience, Student Life, Enrollment Services, International Student Support, Health & Wellness, and Student Counseling
- Office of Industry & Alumni Relations, including Career and Professional Development, Educational Partners, and International Exchange & Study Away
- Office of Faculty Affairs, including Faculty Development, the Office of Teaching & Learning, and the Library
- Office of Academic Affairs, including The Center for Educational Effectiveness, and Institutional Research
- Design Matters
- Student Gallery and Exhibitions
- Accreditation reporting and communications; WSCUC and NASAD Accreditation Liaison Officer (ALO)



### **Major Accomplishments as Provost and Dean of Academic Affairs**

- Completion of the second Strategic Plan in partnership with the president and community — Create Change 2.0 (2017)
- Completion of a new Institutional Mission Statement and Strategic Plan — Create Change — in partnership with the president and community; annual revisions to the Strategic Plan and new annual goals for all departments (2011 – 2016)
- Successful completion of the WSCUC and NASAD Accreditation Self Studies and Visits; NASAD Renewal of Accreditation to 2018; WSCUC Renewal of Accreditation to 2017 with 2012 Special Visit (ongoing)
- Three new Graduate departments: Transportation Design, Environmental Design (2012); Graphic Design (2016)
- One new Undergraduate department: Interaction Design (2012)
- Dual Degree with the Drucker School of Management and ACCD Graduate Industrial Design (MBA/MS) established and launched (transfer students Fall 2013, new cohort Fall 2014)
- New Social Innovation Field Track in Graduate Media Design launched (2011)
- Art Matters Concentration launched — partnership with Design Matters (2013)
- New Office of Academic Advising launched with the hire of a new Director of Academic Advising (2014)
- New Office of Faculty Development launched with hire of new Director of Faculty Development (2013)
- Revised Transdisciplinary Course structure implemented (2013)
- Office of Career and Professional Development reorganized with hire of a new director the addition of professional career counselors (2012)
- New Center for Educational Effectiveness established, combining the Offices of Academic Affairs, Institutional Research, and Academic Advising — charged with overseeing Student Learning Assessment and Program Review (2012)
- New Student Counseling & Wellness Services Center launched with hire of new director (2011)
- New Office of International Exchange (study abroad) launched with hire of new director (2011)
- New Office of Institutional Research launched with hire of new director (2010)
- Test-Lab Berlin launched — ACCD studio in Berlin, Germany (2010)
- Office of the Provost reestablished, and the Office of Academic Affairs reorganized (2010)
- New Office of Educational Partnerships launched with hire of new director and staff, overseeing Industry Partners, Sponsored Projects, Design Storms, Sponsored Research, and Executive Education (2009)
- Grievance Policy written and approved with Policy Committee and Faculty Council (2009)
- Draft Institutional Learning Outcomes (ILOs), with faculty, student and staff taskforce (2008)
- Reassessment and remediation of full- and part-time faculty salaries and merit increase process (2009, updated 2015)
- Full and part-time faculty hiring process and full-time contracts revised and implemented (2008, updated 2015)

### **Regional and Professional Accreditation**

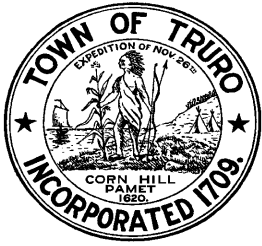
- Institutional Accreditation Liaison Officer for the WASC Senior College and University Commission (WSCUC)
- Institutional Accreditation Liaison Officer for the National Association of Schools of Art and Design (NASAD)
- Prior Chair of the NASAD Commission; past member of the NASAD Board of Directors; speaker at various annual pre- conference sessions for new and aspiring administrators
- Visiting Team Member and Chair, WSCUC; speaker at various annual meetings

### **Institutional Awards**

Seven Annual Great Teacher Awards: Fine Art; Foundation Studies; Photography; and Graphic Design (1995 – 2001)

### **Education**

BFA in Fine Art, ArtCenter College of Design, 1979, with Distinction  
MFA in Fine Art (Painting), ArtCenter College of Design, 1988, with Honors  
Harvard Graduate School of Education, Certificate of Completion



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Nicole Tudor, Executive Assistant

**REQUESTED MEETING DATE:** April 11, 2023

**ITEM:** Discussion of Cell Tower (344 Route 6) Cell Signal Degradation Due to 5G Interference and Resolution Options with Gary Hanna, President (WGTX)

**EXPLANATION:** In the spring of 2021, one of the existing companies on the cell tower at 344 Route 6 upgraded and began offering 5G service.

Initially there was interference, but it was minuscule and not a cause for concern. Over the last year as more consumers have upgraded to 5G devices, the interference has increased to a level that is causing signal degradation for WGTX. The carrier is now planning another upgrade of their antennas on the tower which will increase the interference.

Signal degradation due to 5G antennas is occurring nationally. In Barnstable County, there are two other stations that have had similar interference issues.

There are two ways to resolve the problem as suggested by Mr. Hanna. Mr. Hanna would appreciate the Select Board's guidance on the appropriate path forward:

1. The easy way is for our broadcast attorney to file a complaint with the FCC and let the commission deal with the issue. The FCC resolution is not good for the consumer. They will limit the 5G frequencies that the cell provider can use on the tower which in turn means less capacity for the end user.
2. The second option is the separation of the antennas on the tower. This would require modifications that the select board and abutting property owners would need to approve. The separation option is an expensive option as it will require us to produce engineering plans, purchase additional equipment, and bring in a tower crew. Although this option requires costs, it is the best option for the community.

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

**IMPACT IF NOT APPROVED:** WGTX will continue to have interference issues associated with the 5G

broadband cellular network on the cell tower at 344 Route 6.

**SUGGESTED ACTION:** *MOTION TO encourage WGTX to pursue option #2 to separate carrier antennas to reduce interference and signal degradation on the tower.*

**ATTACHMENTS:**

1. Correspondence from Gary Hanna, President (WGTX)



RCVD 2023/MAR/2 PM11:11  
ADMINISTRATIVE OFFICE  
TOWN OF TRURO

March 2, 2023

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

To whom it may concern,

We are requesting to join the next available Select Board Meeting for a preliminary discussion regarding necessary upgrades on the communications tower located at 344 US 6, Truro. WGTX is looking for guidance on how the Select Board would like us to proceed with an interference issue.

Best regards,

A handwritten signature in black ink, appearing to read "Gary C. Hanna".

Gary C. Hanna  
President  
GCJH, Inc. d/b/a WGTX

**From:** [Gary Hanna](#)  
**To:** [Nicole Tudor](#); [Jon Krongard](#)  
**Subject:** Re: Fwd: Request for Upgrades Cell Tower 344 Route 6 (WGTX)  
**Date:** Friday, March 10, 2023 12:34:08 PM

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Good Morning Nicole,

At the same time we purchased WGTX in spring of 2021 one of the existing companies on the tower upgraded and began offering 5G service. At that time we noticed a trace of interference. It was minuscule and was not a cause of concern. Over the last year as more consumers have upgraded to 5G devices the interference has increased to a level that is causing signal degradation for us. The carrier is now planning another upgrade of their antennas on the tower which will increase the interference. This is not unique to WGTX. It is an issue happening nationally. In Barnstable County there are two other stations that have had similar interference issues.

There are two ways to resolve the problem. We would like the guidance of the Select Board regarding resolving the interference. The easy way is for our broadcast attorney to file a complaint with the FCC and let the commission deal with the issue. The FCC resolution is not good for the consumer. They will limit the 5G frequencies that the cell provider can use on the tower which in turn means less capacity for the end user. The second option is separation of the antennas on the tower. This would require modifications that the select board and abutting property owners would need to approve. The separation option is an expensive option as it will require us to produce engineering plans, purchase additional equipment, and bring in a tower crew. Although this option requires us to incur these costs, it is the best option for the community.

If needed I can provide pictures of the two other communication towers in the area that have visually similar modifications.

Please let me know if you need further clarification.

Best regards,

**Gary Hanna | President | WGTX X1023.FM | 508-413-8901**

On Mar 10, 2023 at 9:37 AM -0500, Nicole Tudor <[ntudor@truro-ma.gov](mailto:ntudor@truro-ma.gov)>, wrote:

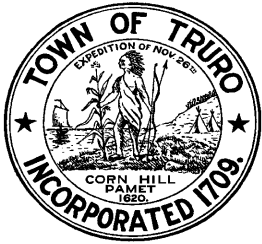
Thank you Jon!

Gary, I was asked to get clarification on what you were asking for from the Town specifically per your letter for a preliminary discussion.

Do you need guidance on the process to get your request heard or simply move the request along (interference issue) for approval?

The Planning Board may need some information I was told.

Thank you for your time and I will send your response to the Administration to get this resolved on the next steps.



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Darrin Tangeman, Town Manager and Stephanie Rein, Select Board Member

**REQUESTED MEETING DATE:** April 11, 2023

**ITEM:** Discussion and possible vote regarding maintaining or reducing the membership of Walsh Property Community Planning Committee.

**EXPLANATION:** At the September 27, 2022 meeting of the Select Board, a discussion was held on the Walsh Property Community Planning Committee's (WPCPC) charge and the pros associated with reducing the full member seats from 15 to 13, and whether to add alternate seats to the Committee's composition.

A motion was made to revise the WPCPC's charge to reduce the WPCPC membership from 15 voting members to 13 voting members and 2 alternate members. Motion passed 4-1-0.

There are now two vacancies on the WPCPC, and as requested by the Board, the charge is being brought to the Select Board to discuss if they wish to maintain the 13 voting members with 2 alternates or to reduce the membership to 11 voting members with 2 alternates. A draft revised charge is prepared for the Select Board's consideration if the Board wishes to reduce the membership of the WPCPC.

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

**IMPACT IF NOT APPROVED:** The Walsh Property Community Planning Committee will continue to have a membership of 13 voting members and 2 alternates and applications will be accepted for the vacant seats.

**SUGGESTED ACTION:** *MOTION TO revise the Walsh Property Community Planning Committee's Charge to reflect a membership of 11 voting members and 2 alternative members.*

**ATTACHMENTS:**

1. Minutes from September 27, 2022 Select Board meeting.
2. Draft Revised Walsh Property Community Planning Committee Charge



Select Board Meeting Minutes

September 27, 2022, Meeting

Via GoToMeeting Platform

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

Others Present: Darrin Tangeman-Town Manager, Kelly Clark-Assistant Town Manager, Jarrod Cabral-DPW Director, Emily Beebe-Health & Conservation Agent, Tracey Rose-Board of Health Chair, Paul Wisotzky-Walsh Property Community Planning Committee Co-Chair, Fred Gaechter-Walsh Property Community Planning Committee Co-Chair, Katy Ward-Truro Communications and Marketing Coordinator, Scott Horsley-Water Resource Consultant, Jill Talladay-Director of CARE for the Cape & Islands' Take Care Campaign

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

**PUBLIC COMMENT**

None

**PUBLIC HEARINGS**

None

**INTRODUCTION TO NEW EMPLOYEES**

None

**BOARD/COMMITTEE/COMMISSION APPOINTMENTS**

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

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

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

TOWN OF TRURO  
3:26 PM  
NOV 17 2022  
RECEIVED  
TOWN CLERK  
NS

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

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

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

**Member Rein seconded the motion.**

**Roll Call Vote:**

**Vice Chair Weinstein - Aye**

**Member Dundas - Aye**

**Member Areson - Nay**

**Member Rein - Aye**

**Chair Reed - Aye**

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

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

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

**Member Dundas seconded the motion.**

**Roll Call Vote:**

**Vice Chair Weinstein - Aye**

**Member Dundas - Aye**

**Member Areson - Aye**

**Member Rein - Aye**

**Chair Reed - Aye**

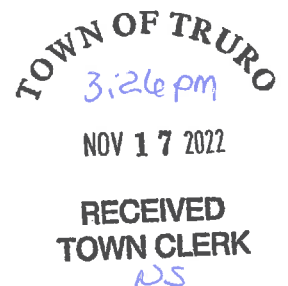
**So voted, 5-0-0, motion carries.**

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

#### **STAFF/COMMITTEE UPDATES**

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

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



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

### **SELECT BOARD ACTION**

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

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

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

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

**Roll Call Vote:**

**Vice Chair Weinstein - Aye**

**Member Dundas - Aye**

**Member Areson - Aye**

**Member Rein - Aye**

**Chair Reed - Aye**

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

### **CONSENT AGENDA**

**A. Review/Approve and Authorize Signature: None**

**B. Review and Approve Appointment Renewals:**

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

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

C. Review and Approve 2022 Seasonal Business License: None

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

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

**Member Rein seconded the motion.**

**Roll Call Vote:**

**Vice Chair Weinstein - Aye**

**Member Dundas - Aye**

**Member Areson - Aye**

**Member Rein - Aye**

**Chair Reed - Aye**

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

#### **SELECT BOARD REPORTS/COMMENTS**

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

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

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

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

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

**TOWN MANAGER REPORT**

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

**NEXT MEETING AGENDA**

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

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

**Vice Chair Weinstein seconded the motion.**

**Roll Call Vote:**

**Vice Chair Weinstein - Aye**

**Member Dundas - Aye**

**Member Areson - Aye**

**Member Rein - Aye**

**Chair Reed - Aye**

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

Respectfully submitted,



Alexander O. Powers



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

**Public Records Material Attachments**

Legal Notice

Application to Serve

Walsh Property Community Planning Committee Blank Application Form

Walsh Property Community Planning Committee Co-Chair Comments

Take Care Cape Cod Presentation

Walsh Property Community Planning Committee Charge

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

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# TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

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

## Walsh Property Community Planning Committee Charge

Adopted: October 26, 2021; Revised September 27, 2022, April 11, 2023

In accordance with the Truro Town Charter, Section 6-4-4, and Article 11 of the April 30, 2019 Annual Town Meeting, the Select Board hereby establishes the Walsh Property Community Planning Committee as an ad-hoc committee.

### PURPOSE:

At the Annual Town Meeting in April 2019, and ratified by ballot in May 2019, the people of Truro authorized the purchase of the Walsh property for the Town of Truro, to be used for general municipal purposes. The article further authorized and directed the Select Board to create a committee, to include citizen representatives from diverse sectors of the community to lead a community wide process, beginning in June 2019, to engage a wide range of Truro residents in developing plans for the use of the property to be presented at a future town meeting for approval.

### APPROACH:

The purpose of the Walsh Property Community Planning Committee (WPCPC) is to guide the development of plans for the use of the Walsh property. The WPCPC's mandate is:

- a) to embody, engage and include the full range of perspectives (needs, interests and concerns, as well as geographic and demographic groups) of the Town of Truro.
- b) to undertake, analyze and synthesize public input and widespread outreach to maximize involvement, understanding and support for the resulting plan and its implementation.
- c) drawing on active public input and engagement as well as data that describes the current and future needs of the Town and region, the WPCPC will develop and evaluate a range of options, and ultimately prepare a plan for the use(s) of the property to be presented to Town Meeting.

The Chairs will primarily use consensus, but voting might be used as a default if it is apparent that consensus cannot be achieved at appropriate times in the process, as they see fit.

### MEMBERSHIP:

The WPCPC will be composed of ~~thirteen~~ eleven members and two alternate members. Membership may be decreased by an even number of seats by a vote of the Select Board, so that an uneven number of seats remain in accordance with Town Charter, Section 6-2-5. As the appointing body, the Select Board will interview and appoint new prospective members. Reappointments will also require appointment by the Select Board. The Select Board will strive



to appoint and maintain a complement of members who collectively reflect the balanced and broad range of perspectives, experiences and demographics of Truro. Members may be from existing Truro boards and committees, as long as those boards and committees do not have official authority over components of the plan.

Although they are selected to help reflect and inform a set of experiences, expertise and demographics, members will serve as individuals, rather than as official liaisons or representatives to any particular group or issue. Collectively, the WPCPC to the best extent possible will reflect the multitudes of perspectives and points of view as well as the demographic composition of the Town of Truro.

All members will be expected to possess interest in the topics under consideration, as well as to demonstrate commitment to working collaboratively and productively on behalf of the WPCPC's objectives. All individuals on the WPCPC should demonstrate the willingness and capacity to engage in respectful and constructive dialogue with other participants, maintain an open mind, and seek creative options that respond to the interests of other participants and stay focused on what is best for the Town of Truro and not their own particular interests.

The WPCPC will be an official Town body, and all members will be subject to state and Town regulations governing such Town bodies, including conflicts of interest law and the Open Meeting Law.

The WPCPC may request, and the Select Board may appoint, liaisons, from the Select Board or from other entities, in accordance with Policy 34: Selectmen Liaison Policy. Liaisons will serve as a conduit of information and a point of contact to and from their respective board and will not have voting authority on the WPCPC.

#### **STAFFING AND RESOURCES:**

The Town Manager will determine appropriate staffing for the WPCPC. Town of Truro staff and departments will serve as technical advisors to the WPCPC, as needed and requested by the participants, through the Town Manager. Technical advisors will help members and the public understand 1) existing site conditions and opportunities/constraints on development, 2) the planning, legal, regulatory, financial, economic, and natural resource implications of options being explored for use of the property, and 3) any other information needs requested by the WPCPC within the expertise of town staff or contracted consultants.

To the extent the WPCPC determines a need for information outside of the available or acceptable expertise of town staff, they can request it. If funding for such advice is needed, the WPCPC can request support through their committee chair(s) from the Select Board in coordination with the Town Manager to enlist additional expertise.

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Kristen Reed, Chair

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Robert Weinstein, Vice-Chair

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John Dundas, Clerk

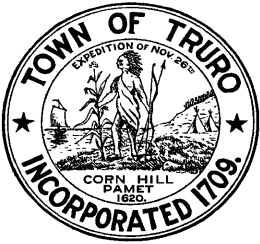
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Stephanie Rein

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Susan Areson

Truro Select Board



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Alex Lessin, Finance Director

**REQUESTED MEETING DATE:** April 11, 2023

**ITEM:** Discussion and Vote on COLA for Retirees

**EXPLANATION:** The Select Board received notification on March 3, 2023 that the Governor approved Chapter 269 of the Acts of 2022 which allows for a 1 time adjustment of the Cost-of-Living for retirees from a maximum of 3% to 5% for fiscal year 2024. The Barnstable County Retirement Association requests that the Board determine if it would like to approve or deny the additional 2% Cost-of-Living Adjustment for retirees. Barnstable County Retirement Association retirees will only receive this increase if it is approved by the Retirement Board, the Barnstable County Commissioners, and two-thirds of the towns in the system.

The letter from the County Retirement Association, a copy of the legislation and additional information about the funding schedule and estimated cost increases are included for the Board's consideration.

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

**IMPACT IF NOT APPROVED:** Truro's vote will not be sent to the Barnstable County Retirement Association.

**SUGGESTED ACTION:** *MOTION TO approve/deny the 1 time Cost-of-Living Adjustment for only Fiscal Year 2024 from a maximum of 3% to a maximum of 5%.*

**ATTACHMENTS:**

1. Letter and Information from Barnstable County Retirement Association

## BARNSTABLE COUNTY RETIREMENT ASSOCIATION

750 Attucks Lane, Hyannis, MA 02601 ♦ 508-775-1110 ♦ Fax 508-775-1344 ♦ [www.barnstablecountyretirement.org](http://www.barnstablecountyretirement.org)MEMORANDUM

TO: Town Selectman

FROM: Barnstable County Retirement Association

DATE: March 3, 2023

RCVD 2023MR7 am1104  
 ADMINISTRATIVE OFFICE  
 TOWN OF TRURO

We would like to inform you that on November 16, 2022, the Governor approved Chapter 269 of the Acts of 2022 which allows for a **1 time** adjust of the Cost-of-Living (COLA) for retirees from a maximum of 3% to 5% for **only Fiscal Year 2024(FY2024)**. Please note that the Barnstable County Retirement Association has established a maximum of \$18,000.00 base for calculation of the COLA which would mean that if this is approved, the maximum increase to any retiree would be \$30.00 per month. Attached to this memorandum is a copy of Chapter 269 of the Acts of 2022, PERAC Memo #29/2022, a letter showing the additional total cost to the system annual for FY2025 to FY2037, what the current appropriation cost, and a spreadsheet showing an estimated additional cost per unit for only FY2025 and FY2026. This is **only an estimate**, the percentage of the total appropriate per unit changes annually. Each unit percentage is based on the reported salary on September 30 as a percentage of the total reported by all units each year. ***Barnstable County Retirement Association retirees will only receive this increase if it is approved by of the Retirement Board, Barnstable County Commissioners, and two-thirds of the towns within our system.*** If you have any questions as you are reviewing this information, please feel free to contact Susy Holmes at 508-775-1110 or by email at [sholmes@barnstablecountyretirement.org](mailto:sholmes@barnstablecountyretirement.org)

We respectfully request that the Board of Selectman review the attached information and let us know if we could be of any assistance in this matter. This matter is time sensitive as the legislation requires us to act on this by the end of this fiscal period (6/30/2023). We ask that you place it on your agenda as soon as you feel you can make an educated vote to either approve or deny this additional 2% Cost-of-Living Adjustment.

Please notify this office of your decision by May 31, 2023 by any of the following:

Regular mail to: Susy Holmes, Executive Director  
 Barnstable County Retirement Association  
 750 Attucks Lane  
 Hyannis, MA 02601

Fax: 508-775-1344

Email: [sholmes@barnstablecountyretirement.org](mailto:sholmes@barnstablecountyretirement.org)

Thank you for your time and consideration in this matter.

cc: Unit Treasurer



## Acts (2022)

### Chapter 269

#### AN ACT RELATIVE TO COST-OF-LIVING ADJUSTMENTS FOR RETIREES

*Whereas*, The deferred operation of this act would tend to defeat its purpose, which is to provide for increased cost-of-living adjustments for retirees, therefore it is hereby declared to be an emergency law, necessary for the immediate preservation of the public convenience.

*Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:*

SECTION 1. (a) (1) Notwithstanding section 103 of chapter 32 of the General Laws or any other general or special law to the contrary, the retirement board of any system that has accepted said section 103 may elect to establish a cost-of-living adjustment increase of not less than 3 per cent and not greater than 5 per cent on the base amount provided for in said section 103 for fiscal year 2023.

(2) The sum of the dollar amount of the cost-of-living increase on the base amount, together with the amount of retirement allowance, pension or annuity to which the cost-of-living increase is applied,

shall become the fixed retirement allowance, pension or annuity for all future purposes, including the application of subsequent cost-of-living adjustments in future years.

(b) A retirement board may grant a cost-of-living increase of not less than 3 per cent and not greater than 5 per cent on the base amount for fiscal year 2023 at any time during the fiscal year.

(c) This section shall take effect for the members of a retirement system by a majority vote of the board of such system and upon local acceptance: (i) of the city council upon recommendation of the mayor in a city, (ii) of the city council upon recommendation of the city manager in a city having a Plan D or Plan E charter, (iii) of the chief executive officer, as defined in section 7 of chapter 4 of the General Laws, in a town, (iv) of the county commissioners in a county and (v) by vote of the governing board, commission or committee in a district or other political subdivision of the commonwealth. For any retirement system comprising more than 1 political subdivision of the commonwealth, this section shall be effective by a majority vote of the board of such system and upon the acceptance of two-thirds of cities and towns within the system by approval of: (i) the city council upon recommendation of the mayor in a city, (ii) the city council upon recommendation of the city manager in a city having a Plan D or Plan E charter, and (iii) the chief executive officer, as defined in section 7 of chapter 4 of the General Laws, in a town.

SECTION 2. This act shall take effect on July 1, 2022.

*Approved, November 16, 2022.*



## MEMORANDUM

TO: All Retirement Boards

FROM: John W. Parsons, Esq., Executive Director

RE: 5% Local COLA option

DATE: November 18, 2022

On November 16, 2022, the Governor signed Chapter 269 of the Acts of 2022 into law. This act provides the local retirement systems with a local option to increase the Cost of Living Adjustment ("COLA") for Fiscal Year 2023 to up to 5 percent on the base amount specified pursuant to G.L. c. 32, § 103. The approval of the increase can occur at any time during the fiscal year and will take effect as of July 1, 2022.

The local approval mechanism is different than traditional COLA increases and COLA base increases. In order for a system to adopt a COLA increase pursuant to this act, **the retirement board must vote for the increased amount and then it must also receive local approval.**

For purposes of this act, local approval means:

- In a city, the mayor must recommend the increase to the city council and the council must vote in favor.
- In a city having a Plan D or Plan E charter, the city manager must recommend the increase to the city council and the council must vote in favor.
- In a town, the chief executive officer<sup>1</sup> - the select board in nearly all cases - must vote in favor to accept the increase rather than the town meeting as is the case for COLA base increases.
- In a district, or other political subdivision, the governing board, commission or committee must vote in favor to accept the COLA increase.

<sup>1</sup> As defined in G.L. c. 4, § 7, "chief executive officer", when used in connection with the operation of municipal governments shall include the mayor in a city and the select board in a town unless some other municipal office is designated to be the chief executive officer under the provisions of a local charter.



MEMORANDUM - Page Two

TO: All Retirement Boards  
FROM: John W. Parsons, Esq., Executive Director  
RE: 5% Local COLA option  
DATE: November 18, 2022

- In a regional system, two-thirds of the cities and towns within the system must approve the increase. This is done in the same fashion as stated above for municipalities: in a city, by the city council upon recommendation by the mayor or, in a city with a Plan D or Plan E charter, the city manager; or, in a town, by approval of the chief executive officer (likely the select board) as defined by G.L. c. 4, § 7.
- In a county, the county commissioners, who normally do not have a role in COLAs nor COLA base increases, must vote to accept **and** two-thirds of the cities and towns within the system must approve the increase in the same manner as stated above for regional systems.

Though many local systems are comprised of multiple units such as housing authorities and districts, the two-thirds language only applies to regional and county systems as the approval specified in the statute only refers to cities and towns as voting political subdivisions.

Section 2 of the act provides that a COLA increase pursuant to this act is retroactive to July 1, 2022. Any COLA increase, in addition to any COLA previously adopted for FY 23, will become part of the fixed amount of a retirees' retirement allowance in the same manner as all COLAs granted pursuant to section 103.

PERAC has already received questions about estimating the cost of the enhanced COLA. PERAC Actuary John Boorack has provided the following formula for a conservative full-cost estimate, not a one-year estimate, to assist boards in their planning:

$$(0.2) \times (\text{COLA base}) \times (\# \text{ of retirees/beneficiaries})$$

If you have any questions about this memo, please contact PERAC's General Counsel, Judith Corrigan, at (617) 591-8904 or at [judith.a.corrigan@mass.gov](mailto:judith.a.corrigan@mass.gov).



Kathleen A. Riley, FSA, MAAA, EA  
Senior Vice President and Chief Actuary  
T 617.424.7336  
M 617.872.1541  
kriley@segalco.com

116 Huntington Avenue  
Suite 901  
Boston, MA 02116-5744  
segalco.com

February 24, 2023

Retirement Board  
Barnstable County Retirement Association  
750 Attucks Lane  
Hyannis, MA 02601

**Re: Cost of Increasing the July 1, 2022 COLA from 3% to 5%**

Dear Board Members:

As requested, we have estimated the cost of increasing the July 1, 2022 Cost of Living Adjustment (COLA) from 3% to 5% with the current base of \$18,000 for the Barnstable County Retirement Association. Note that this cost estimate is a one-time increase in the annual COLA percentage, which is projected to be 3% for 2023 and thereafter. We have assumed the additional cost would first be reflected in the fiscal 2025 appropriation. The estimates in this report are based on the January 1, 2022 Actuarial Valuation and Review of the Barnstable County Retirement Association and do not reflect any experience gains or losses after that date.

Increasing the July 1, 2022 COLA from 3% to 5% increases the July 1, 2022 unfunded liability by \$11,360,052, or 1.5%, from \$780,819,667 to \$792,179,719.

The funding schedule included in the January 1, 2022 actuarial valuation report fully funds the actuarial accrued liability of the Barnstable County Retirement Association by June 30, 2037 with total payments increasing 5.80% per year through fiscal 2036 and a reduced payment in fiscal 2037.

We have incorporated the additional cost of increasing the July 1, 2022 COLA to 5% into the funding schedule by amortizing the additional liability in payments that increase 5.80% per year for the group that excludes the Retired Sheriffs and 4.22% per year for the Retired Sheriffs, which are added to the current appropriations for fiscal 2025 through fiscal 2037.

The appropriations for fiscal 2023 through fiscal 2037 shown in the current funding schedule and reflecting the 5% COLA are shown on the following page.

**Actuarially Determined Contribution (ADC) – 5% COLA on July 1, 2022**

<b>Fiscal Year Ended June 30,</b>	<b>Current ADC – 3% COLA on July 1, 2022 (Excluding Retired Sheriffs)</b>	<b>Current ADC – 3% COLA on July 1, 2022 (Retired Sheriffs Only)</b>	<b>Increase in ADC - Additional UAL Payments beginning in Fiscal 2025 (Excluding Retired Sheriffs)</b>	<b>Increase in ADC - Additional UAL Payments beginning in Fiscal 2025 (Retired Sheriffs Only)</b>
2023	\$76,920,966	\$1,878,012	\$0	\$0
2024	81,412,073	1,957,246	0	0
2025	86,164,916	2,039,824	1,079,602	27,114
2026	91,194,730	2,125,885	1,142,219	28,258
2027	96,517,633	2,215,578	1,208,468	29,450
2028	102,150,683	2,309,054	1,278,559	30,693
2029	108,111,927	2,406,475	1,352,716	31,988
2030	114,420,464	2,508,005	1,431,173	33,337
2031	121,096,501	2,613,819	1,514,181	34,744
2032	128,161,421	2,724,098	1,602,004	36,210
2033	135,637,850	2,839,029	1,694,920	37,738
2034	143,549,728	2,958,810	1,793,225	39,330
2035	151,922,389	3,083,644	1,897,232	40,989
2036	160,782,639	3,213,744	2,007,272	42,718
2037	76,509,556	3,349,334	2,123,694	44,521

These cost estimates are based on the assumptions used in the most recent actuarial valuation of the Barnstable County Retirement Association. To the extent there is adverse experience, employer contributions will increase and the cost related to the increased COLA may be different than expected. For example, if members live longer than assumed under the current mortality table assumption, the cost of increasing the COLA will be higher than shown.

Please refer to our January 1, 2022 Actuarial Valuation and Review dated December 20, 2022 for the data, assumptions and plan of benefits underlying these calculations and for a discussion of the risks that may affect the Barnstable County Retirement Association.

This report was prepared in accordance with generally accepted actuarial principles and practices at the request of the Board to assist in administering the Retirement Association.

The measurements shown in this actuarial valuation may not be applicable for other purposes. Future actuarial measurements may differ significantly from the current measurements presented in this report due to such factors as the following: plan experience differing from that anticipated by the economic or demographic assumptions; changes in economic or


demographic assumptions; increases or decreases expected as part of the natural operation of the methodology used for these measurements (such as the end of an amortization period); and changes in plan provisions or applicable law.

Segal valuation results are based on proprietary actuarial modeling software. The actuarial valuation models generate a comprehensive set of liability and cost calculations that are presented to meet regulatory, legislative and client requirements. Deterministic cost projections are based on a proprietary forecasting model. Our Actuarial Technology and Systems unit, comprised of both actuaries and programmers, is responsible for the initial development and maintenance of these models. The models have a modular structure that allows for a high degree of accuracy, flexibility and user control. The client team programs the assumptions and the plan provisions, validates the models, and reviews test lives and results, under the supervision of the responsible actuary.

The actuarial calculations were directed under my supervision. I am a member of the American Academy of Actuaries and meet the Qualification Standards of the American Academy of Actuaries to render the actuarial opinion herein. To the best of my knowledge, the information supplied in this actuarial valuation is complete and accurate. The assumptions used in this actuarial valuation were selected by the Board based upon my analysis and recommendations. In my opinion, the assumptions are reasonable and take into account the experience of the Barnstable County Retirement Association and reasonable expectations.

Please let us know if you have any questions or need any additional information.

Sincerely,

  
Kathleen A. Riley, FSA, MAAA, EA  
Senior Vice President and Chief Actuary

cc: Susy Bento Holmes, Executive Director



## Section 2: Actuarial Valuation Results

### Funding schedule

(1) Fiscal Year Ended June 30	(2) Employer Normal Cost	(3) Amortization of 2002 ERI	(4) Amortization of 2003 ERI	(5) Amortization of 2019 ERI	(6) Amortization of Remaining Unfunded Liability	(7) Plan Cost Without Retired Sheriff Liability (2)+(3)+(4)+ (5)+(6)	(8) Amortization of Retired Sheriff Liability	(9) Actuarially Determined Contribution (ADC): (7)+(8)	(10) Total Unfunded Actuarial Liability at Beginning of Fiscal Year	(11) Percent Increase in Actuarially Determined Contribution
2023	\$22,167,096	\$485,011	\$228,192	\$320,095	\$53,720,572	\$76,920,966	\$1,878,012	\$78,798,978	\$780,819,667	5.80%
2024	22,970,379	504,411	237,320	320,095	57,379,868	81,412,073	1,957,246	83,369,319	775,158,220	5.80%
2025	23,802,589	524,587	246,813	320,095	61,270,832	86,164,916	2,039,824	88,204,740	765,145,764	5.80%
2026	24,664,761	545,571	256,685	320,095	65,407,618	91,194,730	2,125,885	93,320,615	750,233,809	5.80%
2027	25,557,972	567,394	266,953	320,095	69,805,219	96,517,633	2,215,578	98,733,211	729,820,943	5.80%
2028	26,483,331	590,090	277,631	320,095	74,479,536	102,150,683	2,309,054	104,459,737	703,248,288	5.80%
2029	27,441,990	613,693	288,736	320,095	79,447,413	108,111,927	2,406,475	110,518,402	669,794,576	5.80%
2030	28,435,140	638,241	300,286	320,095	84,726,703	114,420,464	2,508,005	116,928,469	628,670,840	5.80%
2031	29,464,017	663,770	312,297	320,095	90,336,322	121,096,501	2,613,819	123,710,320	579,014,674	5.80%
2032	30,529,897	690,321	324,789	320,095	96,296,319	128,161,421	2,724,098	130,885,519	519,884,039	5.80%
2033	31,634,107	717,934	337,780	320,095	102,627,934	135,637,850	2,839,029	138,476,879	450,250,565	5.80%
2034	32,778,016	746,652	351,291	320,095	109,353,674	143,549,728	2,958,810	146,508,538	368,992,337	5.80%
2035	33,963,045	776,518	365,343	320,095	116,497,388	151,922,389	3,083,644	155,006,033	274,886,089	5.80%
2036	35,190,665	807,578	379,957	320,095	124,084,344	160,782,639	3,213,744	163,996,383	166,598,798	5.80%
2037	36,462,400	839,881	395,155	0	38,812,120	76,509,556	3,349,334	79,858,890	42,678,601	-51.30%
2038	37,779,825	0	0	0	0	0	0	37,779,825	0	-52.69%
2039	39,144,573	0	0	0	0	0	0	39,144,573	0	3.61%
2040	40,558,336	0	0	0	0	0	0	40,558,336	0	3.61%
2041	42,022,868	0	0	0	0	0	0	42,022,868	0	3.61%

**Notes:**

Actuarially Determined Contributions are assumed to be paid on July 1 and December 31.

Actuarial Determined Contribution for fiscal year 2023 is set to the budgeted amount determined with the prior valuation.

Item (2) reflects 3.25% growth in payroll as well as 0.15% adjustment to total normal cost to reflect the effects of mortality improvement due to generational mortality assumption.

Projected normal cost does not reflect the impact of pension reform for new hires.

The 2002 and 2003 ERI amortization payments are calculated to increase 4.0% per year.

The payments on the Retired Sheriff Liability (item (7)) increase 4.22% per year.

Projected unfunded actuarial accrued liability does not reflect deferred investment gains and losses.

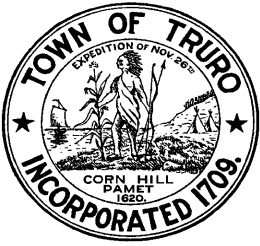




Estimated cost increase for FY2025 and FY2026 only based on FY2024 percentage  
 Additional annual cost will be added for FY2025 to FY2037 to current appropriation schedule

###	UNIT		estimate for FY2025	sheriff	estimate for FY2026	sheriff
001	BARNSTABLE COUNTY	4.21%	\$ 45,451.24	\$ 27,114.00	\$ 48,087.42	\$ 28,258.00
002	COUNTY HOSPITAL	0.00%	\$ -		\$ -	
003	BARNSTABLE	15.58%	\$ 168,201.99		\$ 177,957.72	
004	BARNSTABLE FIRE	0.71%	\$ 7,665.17		\$ 8,109.75	
005	BARN HSG AUTH	0.33%	\$ 3,562.69		\$ 3,769.32	
006	BOURNE	5.66%	\$ 61,105.47		\$ 64,649.60	
039	BOURNE HSE AUTH	0.07%	\$ 755.72		\$ 799.55	
007	BOURNE REC AUTH	0.21%	\$ 2,267.16		\$ 2,398.66	
008	BOURNE WATER DIST	0.20%	\$ 2,159.20		\$ 2,284.44	
009	BREWSTER	4.03%	\$ 43,507.96		\$ 46,031.43	
041	BREWSTER HSE AUTH	0.02%	\$ 215.92		\$ 228.44	
010	BUZZARDS BAY WATER	0.13%	\$ 1,403.48		\$ 1,484.88	
011	CC MOSQ CONTROL	0.51%	\$ 5,505.97		\$ 5,825.32	
012	CC REG TECH	0.68%	\$ 7,341.29		\$ 7,767.09	
013	COMM FIRE DIST	2.32%	\$ 25,046.77		\$ 26,499.48	
014	CHATHAM	3.28%	\$ 35,410.95		\$ 37,464.78	
040	CHATHAM HSE	0.06%	\$ 647.76		\$ 685.33	
015	COTUIT FIRE	0.56%	\$ 6,045.77		\$ 6,396.43	
016	DENNIS	5.10%	\$ 55,059.70		\$ 58,253.17	
017	DENNIS HSE AUTH	0.12%	\$ 1,295.52		\$ 1,370.66	
018	DENNIS WATER DIST	0.41%	\$ 4,426.37		\$ 4,683.10	
019	D/Y REG SCH DIST	2.08%	\$ 22,455.72		\$ 23,758.16	
020	EASTHAM	2.78%	\$ 30,012.94		\$ 31,753.69	
021	HARWICH	4.39%	\$ 47,394.53		\$ 50,143.41	
022	HYANNIS FIRE DIST	2.03%	\$ 21,915.92		\$ 23,187.05	
023	MASHPEE	5.10%	\$ 55,059.70		\$ 58,253.17	
044	MASHPEE HSE AUTH	0.10%	\$ 1,079.60		\$ 1,142.22	
043	MASHPEE WATER	0.25%	\$ 2,699.01		\$ 2,855.55	
024	T/NANTUCKET	10.52%	\$ 113,574.13		\$ 120,161.44	
046	NANTUCKET HSE	0.02%	\$ 215.92		\$ 228.44	
025	C/NANTUCKET	0.39%	\$ 4,210.45		\$ 4,454.65	
049	NANTUCKET REG TRANS	0.05%	\$ 539.80		\$ 571.11	
026	NAUSET REG SCH DIST	1.20%	\$ 12,955.22		\$ 13,706.63	
027	N SAGAMORE WTR	0.07%	\$ 755.72		\$ 799.55	
028	ORLEANS	3.25%	\$ 35,087.07		\$ 37,122.12	
037	ORLEANS HSG	0.08%	\$ 863.68		\$ 913.78	
042	GROUND WATER	0.00%	\$ -		\$ -	
029	PROVINCETOWN	3.12%	\$ 33,683.58		\$ 35,637.23	
030	SANDWICH	6.39%	\$ 68,986.57		\$ 72,987.79	
047	SANDWICH HSE	0.09%	\$ 971.64		\$ 1,028.00	
031	SANDWICH WATER	0.31%	\$ 3,346.77		\$ 3,540.88	
032	TRURO	1.93%	\$ 20,836.32		\$ 22,044.83	
033	VETERANS DIST	0.12%	\$ 1,295.52		\$ 1,370.66	
034	WELLFLEET	2.19%	\$ 23,643.28		\$ 25,014.60	
035	YARMOUTH	6.76%	\$ 72,981.10		\$ 77,214.00	
036	YARMOUTH HSE AUTH	0.06%	\$ 647.76		\$ 685.33	
038	W BARNSTABLE FIRE	0.22%	\$ 2,375.12		\$ 2,512.88	
050	CAPE COD REG TRANS	0.26%	\$ 2,806.97		\$ 2,969.77	
051	MONOMOY REG SCH DIST	1.57%	\$ 16,949.75		\$ 17,932.84	
052	PROVINCETOWN HSE AUTH	0.00%	\$ -		\$ -	
053	CAPE LIGHT COMPACT	0.48%	\$ 5,182.09		\$ 5,482.65	
	TOTALS:	100.00%	\$ 1,079,602.00	\$ 27,114.00	\$ 1,142,219.00	\$ 28,258.00





# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Darrin Tangeman, Town Manager

**REQUESTED MEETING DATE:** April 11, 2023

**ITEM:** Town Meeting Motion Assignment

**EXPLANATION:** Staff prepared draft motions for the 2023 Annual Town Meeting and made suggestions for movers of each of the articles in the attached document. Board Members are asked to review the motions and assignments and determine if there are any changes they would like to make. The motions are still under Town Counsel's review and final versions of the motions will be included in the Board's motion books, along with the assignments.

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

**IMPACT IF NOT APPROVED:** Motion assignments will not be determined for the 2023 Annual Town Meeting.

**SUGGESTED ACTION:** *MOTION TO approve the recommended 2023 Annual Town Meeting motion assignments.*

**ATTACHMENTS:**

1. Draft motions and recommended movers of articles.



Truro

# ANNUAL TOWN MEETING WARRANT

5 P.M.

TUESDAY, APRIL 25, 2023  
TRURO CENTRAL SCHOOL

*and*

## ANNUAL ELECTION BALLOT

7 A.M. - 8 P.M.

TUESDAY, MAY 9, 2023  
TRURO COMMUNITY CENTER

## TRANSPORTATION & CHILDCARE AVAILABLE

**RESERVATIONS REQUIRED. PLEASE CALL THE COMMUNITY SERVICES DEPARTMENT BEFORE THURSDAY 4/20/23 TO SIGNUP.**

**(508) 413-9507**



ASSISTIVE LISTENING DEVICES (ALD) AND MATERIAL  
IN ALTERNATIVE FORMATS MAY BE ARRANGED.  
PLEASE CALL TOWN HALL BEFORE 4/20/23  
(508) 349-7004 X 110 OR X 124.



**CUSTOMARY & FINANCIAL ARTICLES**

**Article 1: Authorization to Hear the Report of Multi-member Bodies**

Move to hear reports of any multi-member body, whose annual report was not published in the 2022 Annual Town Report.

Mover: **Kristen Reed, Chair**

**Article 1: Authorization to Hear the Report of Multi-member Bodies**

To see if the Town will vote to hear reports of any multi-member body, whose annual report was not published in the 2022 Annual Town Report, or take any other action relative thereto.

Requested by the Select Board

Select Board Recommendation	5	0	0
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**Article 2: Authorization to Set the Salary of the Select Board**

Move to set the salary for the Select Board for Fiscal Year 2024 as printed in the warrant.

Mover: **Finance Committee Chair**

**Article 2: Authorization to Set the Salary of the Select Board**

To see if the Town will vote to determine and set the salary for the Select Board for Fiscal Year 2024 at \$6,000.00 per member for a total of \$30,000.00, or take any other action relative thereto.

Requested by the Finance Committee

*Explanation: This is a customary article included in each Annual Town Meeting Warrant. This year’s salary amount is level-funded from last year. Last year, the salary amount was increased to reflect the recommendations in the Classification and Compensation Study, to better address the amount of time spent in the position, and to be an incentive for more people from a wider range of social and economic backgrounds to run for office. It is also a form of assistance for prospective candidates who may have to arrange for childcare, transportation, or other logistical barriers to serve.*

Finance Committee Recommendation	5	0	0
Select Board Recommendation	5	0	0

**Article 3: Authorization to Set the Salary of the Moderator**

Move to set the salary for the Town Moderator for Fiscal Year 2024 as printed in the warrant.

Mover: **John Dundas, Clerk**

**Article 3: Authorization to Set the Salary of the Moderator**

To see if the Town will vote to determine and set the salary for the Town Moderator for Fiscal Year 2024 at \$500.00 per Town Meeting, or take any other action relative thereto.

Requested by the Select Board

*Explanation: This is a customary article included in each Annual Town Meeting Warrant. This year’s salary amount is level-funded from last year. Last year, the salary amount was increased to reflect the recommendations in the Classification and Compensation Study, to better address the amount of time spent in the position, and to be an incentive for more people from a wider range of social and economic backgrounds to run for office. It is also a form of assistance for prospective candidates who may have to arrange for childcare, transportation, or other logistical barriers to serve.*

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



**FOUR-FIFTHS VOTE**

**Article 4: Pay Prior Year Invoices**

Move to appropriate from certified Free Cash such sums of money necessary to pay prior year unpaid bills as printed in the warrant.

Mover: **Robert Weinstein, Vice-Chair**

**FOUR-FIFTHS VOTE**

**Article 4: Pay Prior Year Invoices**

To see if the Town will vote to appropriate from certified Free Cash 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
<b>TOTAL</b>		<b>\$1,840.00</b>

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 four-fifths vote at Town Meeting. This article will authorize the payment of outstanding bills from the last fiscal year (FY2022).*

Finance Committee Recommendation	5	0	0
Select Board Recommendation	5	0	0



**Article 5: FY2024 Omnibus Budget Appropriation**

Move to raise and appropriate and transfer from available funds the sum of Twenty-three Million, Five Hundred Eighty-three Thousand, Five Hundred Six Dollars and Ninety-nine Cents (\$23,583,506.99) 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 as printed in warrant.

Mover: **Stephanie Rein**

**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 Twenty-three Million, Five Hundred Eighty-three Thousand, Five Hundred Six Dollars and Ninety-nine Cents (\$23,583,506.99) 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	\$22,676,506.99
Transfer from Beach Receipts Reserved for Appropriation	\$646,900.00
Transfer from Pamet Harbor Receipts Reserved for Appropriation	\$90,000.00
Transfer from Recreation Receipts Reserved for Appropriation	\$7,100.00
Transfer from Conservation Commission Receipts Reserved for Appropriation	\$5,000.00
Transfer from Educational/Governmental Programming Access Fund	\$158,000.00

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	5	0	0
Select Board Recommendation	5	0	0

DRAFT

**Article 6: Transfer of Funds from Free Cash**

**SECTION 1: TO REDUCE OR STABILIZE THE FY2024 TAX RATE**

Move to transfer Eight Hundred Thousand Dollars and no cents (\$800,000.00) from Free Cash to reduce or stabilize the FY2024 Tax Rate.

Mover: **Susan Areson**

**Article 6: Transfer of Funds from Free Cash**

**SECTION 1: TO REDUCE OR STABILIZE THE FY2024 TAX RATE**

To see if the Town will vote to transfer Eight Hundred Thousand Dollars and no cents (\$800,000.00) from Free Cash to reduce or stabilize the FY2024 Tax Rate, or to take any other action relative thereto.

Requested by the Select Board

*Explanation: This is a customary article that transfers funds to offset the tax rate for the upcoming fiscal year. Annually, the Select Board uses certified Free Cash (unexpended funds) as a revenue source to reduce the impact on the tax rate. Last year, \$900,000.00 of Free Cash was used to offset the tax rate. Staff recommends gradually reducing the amount of Free Cash used in this manner in an effort to prepare for years that less Free Cash is available. For this reason, staff recommends transferring \$800,000.00 of Free Cash to stabilize the FY2024 tax rate.*

Finance Committee Recommendation	5	0	0
Select Board Recommendation	5	0	0

SECTION 2: TO THE OPEB TRUST FUND

Move to transfer the sum of Four Hundred Thousand Dollars and no cents (\$400,000.00) from Free Cash to the Other Post-Employment Benefits (OPEB) Trust Fund.

Mover: **Kristen Reed, Chair**

SECTION 2: TO THE OPEB TRUST FUND

To see if the Town will vote to transfer the sum of Four Hundred Thousand Dollars and no cents (\$400,000.00) from Free Cash to the Other Post-Employment Benefits (OPEB) Trust Fund, or take any other action relative thereto.

Requested by the Select Board

*Explanation: This is a customary article that began at the 2014 ATM to transfer funds into the Other Post-Employment Benefits (OPEB) Trust Fund to cover further liability in accordance with government accounting standards. This year's proposal is to transfer four hundred thousand dollars (\$400,000.00). The balance as of November 30, 2022 in the fund is \$4,335,758.25.*

Finance Committee Recommendation	5	0	0
Select Board Recommendation	5	0	0

SECTION 3: TO THE CAPITAL EXPENSE STABILIZATION FUND

Move to transfer the sum of One Hundred Thousand Dollars and no cents (\$100,000.00) from Free Cash to the Capital Expense Stabilization Fund.

Mover: **John Dundas, Clerk**

SECTION 3: TO THE CAPITAL EXPENSE STABILIZATION FUND

To see if the Town will vote to transfer the sum of One Hundred Thousand Dollars and no cents (\$100,000.00) from Free Cash to the Capital Expense Stabilization Fund, or take any other action relative thereto.

Requested by the Select Board

*Explanation: This is a customary article that began at the 2016 ATM to transfer funds into the Capital Expense Stabilization Fund to plan for significant capital purchases that will occur several years in the future. Rather than waiting and appropriating or borrowing the entire sum in one year, this fund will allow us to reserve, with Town Meeting approval, incremental sums of money over time. When the project or purchase is ready to be funded, a Town Meeting vote will be required to appropriate the funds. This year's recommended transfer from Free Cash is \$100,000. The balance as of November 30, 2022 in the fund is \$739,853.*

Finance Committee Recommendation	5	0	0
Select Board Recommendation	5	0	0

SECTION 4: TO STABILIZATION FUND

Move to transfer the sum of One Hundred Thousand Dollars and no cents (\$100,000.00) from Free Cash to the Stabilization Fund.

Mover: **Robert Weinstein, Vice-Chair**

SECTION 4: TO STABILIZATION FUND

To see if the Town will vote to transfer the sum of One Hundred Thousand Dollars and no cents (\$100,000.00) from Free Cash to the Stabilization Fund, or take any other action relative thereto.

Requested by the Select Board

*Explanation: This transfer will add funds to the Town's Stabilization Fund, which helps the Town maintain its strong bond rating and provides a 'rainy day fund.' The balance as of November 30, 2022 in the Stabilization Fund is \$1,324,022.21 or 5.6% of the proposed FY2024 Operating Budget. This transfer will bring the Town closer to the Government Finance Officers Association's recommended 6-10% of operating expenditure budget for the Stabilization Fund.*

Finance Committee Recommendation	5	0	0
Select Board Recommendation	5	0	0

SECTION 5: TO FUND FALL 2023 SPECIAL TOWN MEETING/ ELECTION

Move to transfer the sum of Five Thousand Dollars and no cents (\$5,000.00) from Free Cash to the Election Budget (010162) to pay costs of a fall 2023 special town meeting and/or fall 2023 special town election, and for the payment of all other costs incidental and related thereto.

Mover: **Stephanie Rein**

SECTION 5: TO FUND FALL 2023 SPECIAL TOWN MEETING/ ELECTION

To see if the Town will vote to transfer the sum of Five Thousand Dollars and no cents (\$5,000.00) from Free Cash to the Election Budget (010162) to pay costs of a fall 2023 special town meeting and/or fall 2023 special town election, 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 Select Board anticipates that a fall 2023 special town meeting (and potentially a fall 2023 special town election, if necessary) will be called based on the current timelines and planning efforts of the Local Comprehensive Plan Committee and the Walsh Property Community Planning Committee. As it is unknown what other potential articles may be submitted for consideration, a special town election may also be necessary. This Free Cash transfer will make monies available to be able to hold both of these events if necessary.*

Finance Committee Recommendation	5	0	0
Select Board Recommendation	5	0	0

SECTION 6: TO GENERAL FUND RESERVE FUND

Move to transfer the sum of One Hundred Twenty-five Thousand Dollars and no cents (\$125,000.00) from Free Cash to the Reserve Fund (01013257) to be available for extraordinary or unforeseen expenditures in Fiscal Year 2024.

Mover: **Susan Areson**

SECTION 6: TO GENERAL FUND RESERVE FUND

To see if the Town will vote to transfer the sum of One Hundred Twenty-five Thousand Dollars and no cents (\$125,000.00) from Free Cash to the Reserve Fund (01013257) to be available for extraordinary or unforeseen expenditures in Fiscal Year 2024, or take any other action relative thereto.

Requested by the Select Board

*Explanation: In accordance with MGL Chapter 40, Section 6, the Reserve Fund is a sum of money appropriated at Town Meeting to be used for “extraordinary or unforeseen expenditures.” The Finance Committee approves or denies Reserve Fund Transfer requests in accordance with Massachusetts General Law and Truro Select Board Policy #42. In recent years, Town Meeting has appropriated \$100,000.00 in the Omnibus Budget to the Reserve Fund. This year, similar to last year, \$100,000.00 is included in the FY2024 Omnibus Budget and \$125,000.00 of Free Cash is requested to bring the FY2024 Reserve Fund total to \$225,000.00. This request brings the reserves of the Town more in line with Government Finance Officers Association recommendations.*

Finance Committee Recommendation	5	0	0
Select Board Recommendation	5	0	0



SECTION 7: TO FUND NORTH JETTY BEACH REMEDIATION PROJECT

Move 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.

Mover: **Robert Weinstein, Vice-Chair**

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	5	0	0
Select Board Recommendation	5	0	0

**SECTION 8: TO FUND SUBSTANCE USE DISORDER PROGRAM**

Move to transfer the sum of Twenty-six Thousand Seven Hundred Eighteen Dollars and no cents (\$26,718.00) from Free Cash to the Health and Conservation Budget (01051152) to pay the costs of Truro’s share of a regional substance use disorder program in an amount issued to the town as part of a statewide opioid settlement, and for the payment of all other costs incidental and related thereto.

Mover: **Kristen Reed, Chair**

**SECTION 8: TO FUND SUBSTANCE USE DISORDER PROGRAM**

To see if the Town will vote to transfer the sum of Twenty-six Thousand Seven Hundred Eighteen Dollars and no cents (\$26,718.00) from Free Cash to the Health and Conservation Budget (01051152) to pay the costs of Truro’s share of a regional substance use disorder program in an amount issued to the town as part of a statewide opioid settlement, and for the payment of all other costs incidental and related thereto; or take any other action relative thereto.

Requested by the Health & Conservation Agent

*Explanation: The Town of Truro received its portion of settlement funds as part of the State’s resolution to hold accountable several corporations that flooded Massachusetts with dangerous opioids. The funds were deposited into the Town’s general fund but will need to be spent in accordance with the provisions outlined by the State. The Truro Health Department is engaging with other Outer Cape Health Departments to leverage the joined funds of the towns to create a program that will address substance use disorder on the Outer Cape. In order to access the funds for this purpose, the monies (which flow into Free Cash once certified) must be appropriated at Town Meeting.*

Finance Committee Recommendation	5	0	0
Select Board Recommendation	5	0	0

**SECTION 9: TO PROCURE CONSTRUCTION SERVICES FOR PARKING LOT PAVING AND BEACH PARKING LOT MAINTENANCE**

Move to transfer the sum of Four Hundred Thousand Dollars and no cents (\$400,000.00) from Free Cash to the Department of Public Works Capital Budget (01040058) to pay the costs of construction services related to parking lot paving and beach parking lot maintenance, and for the payment of all other costs incidental and related thereto.

Mover: **John Dundas, Clerk**

**SECTION 9: TO PROCURE CONSTRUCTION SERVICES FOR PARKING LOT PAVING AND BEACH PARKING LOT MAINTENANCE**

To see if the Town will vote to transfer the sum of Four Hundred Thousand Dollars and no cents (\$400,000.00) from Free Cash to the Department of Public Works Capital Budget (01040058) to pay the costs of construction services related to parking lot paving and beach parking lot maintenance, and for the payment of all other costs incidental and related thereto; or take any other action relative thereto.

Requested by the Public Works Director

*Explanation: Last year, voters approved engineering services related to the repaving, maintenance, and re-striping of Corn Hill Beach and Head of the Meadow Beach parking lots. The engineering services are complete and this article would fund the costs associated with the construction costs for paving, striping and maintenance at Head of the Meadow Beach. Funding for the construction for Corn Hill Beach's parking lot is expected in a subsequent year.*

Finance Committee Recommendation	5	0	0
Select Board Recommendation	5	0	0

**SECTION 10: TO REPLACE THE EXTERIOR DOORS FOR TRURO CENTRAL SCHOOL**  
 Move to transfer the sum of One Hundred Seventy Thousand Dollars and no cents (\$170,000.00) from Free Cash to the Public Education Capital Budget (01030058) to pay the costs of construction services to replace the exterior doors at Truro Central School, and for the payment of all other costs incidental and related thereto.

Mover: **Stephanie Rein**

**SECTION 10: TO REPLACE THE EXTERIOR DOORS FOR TRURO CENTRAL SCHOOL**  
 To see if the Town will vote to transfer the sum of One Hundred Seventy Thousand Dollars and no cents (\$170,000.00) from Free Cash to the Public Education Capital Budget (01030058) to pay the costs of construction services to replace the exterior doors at Truro Central School, and for the payment of all other costs incidental and related thereto; or take any other action relative thereto.

Requested by the School Committee

*Explanation: Truro Central School’s exterior doors are beyond economical repair and pose a safety risk for students, staff and visitors of the School. This article seeks to replace all fifteen of the exterior doors at Truro Central School. The locking mechanisms will be swapped out and security system mechanisms for the doors will be reinstalled as part of the project.*

Finance Committee Recommendation	5	0	0
School Committee Recommendation			
Select Board Recommendation	5	0	0

SECTION 11: TO EMPLOYEE BENEFIT ACCOUNT

Move to transfer the sum of One Hundred Thousand Dollars and no cents (\$100,000.00) from Free Cash to the Employee Benefits and Reserve Account (01015351).

Mover: **Susan Areson**

SECTION 11: TO EMPLOYEE BENEFIT ACCOUNT

To see if the Town will vote to transfer the sum of One Hundred Thousand Dollars and no cents (\$100,000.00) from Free Cash to the Employee Benefits and Reserve Account (01015351); or take any other action relative thereto.

Requested by the Town Manager

*Explanation: This article will provide the funding to honor employment contracts (\$50,000.00) for long-time employees that retire or separate from the Town and will also continue the \$50,000.00 "signing bonus" program to assist in the recruitment of personnel for vacant non-School positions, particularly vacant positions in public safety.*

Finance Committee Recommendation	5	0	0
Select Board Recommendation	5	0	0

**SECTION 12: TO FUND A HYDROGEOLOGIC EVALUATION OF A TRURO NEIGHBORHOOD (POND VILLAGE)**

Move to transfer the sum of Fifty Thousand Dollars and no cents (\$50,000.00) from Free Cash to the Health and Conservation Department Services Budget (01051152) to pay the costs to conduct a hydrogeologic evaluation of an area in the Pond Village neighborhood, and for the payment of all other costs incidental and related thereto.

Mover: **John Dundas, Clerk**

**SECTION 12: TO FUND A HYDROGEOLOGIC EVALUATION OF A TRURO NEIGHBORHOOD (POND VILLAGE)**

To see if the Town will vote to transfer the sum of Fifty Thousand Dollars and no cents (\$50,000.00) from Free Cash to the Health and Conservation Department Services Budget (01051152) to pay the costs to conduct a hydrogeologic evaluation of an area in the Pond Village neighborhood, and for the payment of all other costs incidental and related thereto; or take any other action relative thereto.

Requested by the Health & Conservation Agent

*Explanation: The purpose of this project is to establish the depth to groundwater, the groundwater flow direction and the basic water quality of the project area in order to optimize septic system locations in a neighborhood setting. This project will help the Board of Health develop regulations that will establish well protection zones based on the direction of groundwater flow.*

Finance Committee Recommendation	5	0	0
Select Board Recommendation	5	0	0

**SECTION 13: TO FUND A COMPREHENSIVE WASTEWATER MANAGEMENT PLAN**

Move to transfer the sum of Fifty-Six Thousand Dollars and no cents (\$56,000.00) from Free Cash to the Health and Conservation Department Services Budget (01051152) to pay the costs of procuring a consultant to provide the technical assistance required to complete a comprehensive wastewater management plan, and for the payment of all other costs incidental and related thereto.

Mover: **Kristen Reed, Chair**

**SECTION 13: TO FUND A COMPREHENSIVE WASTEWATER MANAGEMENT PLAN**

To see if the Town will vote to transfer the sum of Fifty-Six Thousand Dollars and no cents (\$56,000.00) from Free Cash to the Health and Conservation Department Services Budget (01051152) to pay the costs of procuring a consultant to provide the technical assistance required to complete a comprehensive wastewater management plan, and for the payment of all other costs incidental and related thereto; or take any other action relative thereto.

Requested by the Health & Conservation Agent

*Explanation: Developing a wastewater management plan will help the Town protect groundwater and drinking water resources, and address nutrient removal, particularly nitrogen removal, as the prevalence of nitrogen has become an issue due to the widespread reliance on on-site septic systems as a means of addressing wastewater. Completion of the plan qualifies the Town for State revolving fund programs and will also support future forecasting for residential and economic development.*

Finance Committee Recommendation	5	0	0
Select Board Recommendation	5	0	0

**SECTION 14: TO FUND SUPPLEMENTAL SHORT-TERM EMS SUPPORT**

Move 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.

Mover: **Robert Weinstein, Vice-Chair**

**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	5	0	0
Select Board Recommendation	5	0	0



**Article 7: Revolving Fund Expenditure Limits**

Move to set the spending limits for Revolving Funds for Fiscal Year 2024 as printed in the warrant.

Mover: **Stephanie Rein**

**Article 7: Revolving Fund Expenditure Limits**

To see if the Town will vote pursuant to Section 1.1.8 of the General Bylaws to set the following spending limits Revolving Funds for Fiscal Year 2024

Revolving Fund	Spending Limit
Council on Aging	\$40,000.00
Shellfish Program	\$2,000.00

or to take any other action relative thereto.

Requested by the Finance Director

*Explanation: This is a customary article required by Massachusetts General Law that sets expenditure limits annually for the Revolving Accounts established under MGL Chapter 44 Section 53E½.*

Finance Committee Recommendation	5	0	0
Select Board Recommendation	5	0	0

**Article 8: Authorization to Expend Funds in Anticipation of Reimbursement for State Highway Assistance Aid**

Move to appropriate all sums provided to the Town pursuant to the Chapter 90 Highway Assistance Program of the Massachusetts Department of Transportation for purposes consistent with said program.

Mover: **Susan Areson**

**Article 8: Authorization to Expend Funds in Anticipation of Reimbursement for State Highway Assistance Aid**

To see if the Town will vote to appropriate all sums provided to the Town pursuant to the Chapter 90 Highway Assistance Program of the Massachusetts Department of Transportation for purposes consistent with said program; or to take any other action relative thereto.

Requested by the Finance Director

*Explanation: The amount of the Chapter 90 funds to be awarded to Truro by the State for FY2024 is \$170,544.47.*

Finance Committee Recommendation	5	0	0
Select Board Recommendation	5	0	0

**TWO-THIRDS VOTE**

**Article 9: Transfer of Funds from Capital Stabilization Fund for the Public Safety Facility Repair Project**

Move to transfer the sum of Six Hundred Thousand Dollars and no cents (\$600,000.00) from the Capital Stabilization Fund for the Public Safety Facility Repair Project.

Mover: **Kristen Reed, Chair**

**TWO-THIRDS VOTE**

**Article 9: Transfer of Funds from Capital Stabilization Fund for the Public Safety Facility Repair Project**

To see if the Town will vote to transfer the sum of Six Hundred Thousand Dollars and no cents (\$600,000.00) from the Capital Stabilization Fund for the Public Safety Facility Repair Project; or to take any other action relative thereto.

Requested by the Select Board

*Explanation: The Public Safety Facility requires replacement of siding and trim, insulation and triple pane windows. These repairs are necessary due to the deterioration of the building, and will make the building more energy efficient. The total cost of the project is \$756,000.00, however, Truro has received a Green Communities grant for \$156,000.00 for this project resulting in the \$600,000.00 transfer from the Capital Stabilization Fund that is requested. In anticipation of capital projects, the town has made recent yearly transfers to the Capital Stabilization Fund totaling \$739,853 as of November 30, 2022. If this article is approved and if Article 6, Section 3 is approved the new balance would be \$239,853.90.*

Finance Committee Recommendation	5	0	0
Select Board Recommendation	5	0	0

**TWO-THIRDS VOTE**

**Article 10: Transfer of Funds from Affordable Housing Stabilization Fund to Affordable Housing Trust Fund**

Move to transfer \$558,602.47 from the Affordable Housing Stabilization Fund to the Affordable Housing Trust Fund.

Mover: **Robert Weinstein, Vice-Chair**

**TWO-THIRDS VOTE**

**Article 10: Transfer of Funds from Affordable Housing Stabilization Fund to Affordable Housing Trust Fund**

To see if the Town will vote to transfer a sum of money from the Affordable Housing Stabilization Fund to the Affordable Housing Trust Fund; or to take any other action relative thereto.

Requested by the Select Board

*Explanation: At the 2021 Annual Town Meeting, voters approved Article 20: To Establish an Affordable Housing Stabilization Fund and to Dedicate a Percentage of the Local Room Occupancy Tax to Said Fund. Thirty-three percent of the Local Room Occupancy Excise Tax was authorized by Town Meeting voters to be automatically transferred to an Affordable Housing Stabilization Fund, as a Stabilization Fund is the only acceptable way under the associated section of Massachusetts General Law to dedicate these reoccurring receipts. This article is now a customary article that transfers the funds received since the last Annual Town Meeting transfer to the Affordable Housing Trust Fund so that monies can be accessed in a more timely manner when appropriate affordable housing opportunities are presented, rather than needing to wait for or call a town meeting to expend said funds. The current balance of the Affordable Housing Stabilization Fund is \$558,602.47.*

Finance Committee Recommendation	5	0	0
Select Board Recommendation	5	0	0

**Article 11: General Override for Emergency Medical Services Provision**

Move to 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).

Mover: **John Dundas, Clerk**

**Article 11: General Override for Emergency Medical Services Provision**

To see if the Town will vote to 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, will no longer be a viable long-term option. The override would increase department staffing as recommended, and when coupled with the Free Cash article for supplemental ALS service provision, provides a solution to address the short-term challenges associated with recruitment and staffing by offering redundancy in the form of short-term supplemental service that will 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 four overrides.*

Finance Committee Recommendation	5	0	0
Select Board Recommendation	5	0	0

## **Article 12: General Override for Community Sustainability Programs**

Move to add three (3) Community Sustainability Programs, 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 Community Sustainability Programs as printed in the Warrant.

Mover: **Stephanie Rein**

## **Article 12: General Override for Community Sustainability Programs**

To see if the Town will vote to add three (3) Community Sustainability Programs, 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 programs 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 highest priority of the four overrides.*

Finance Committee Recommendation	4	0	1
Select Board Recommendation	5	0	0

**Article 13: General Override for Housing Coordinator**

Move to add (1) full-time housing coordinator position to the Planning Department’s staffing, 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).

Mover: **Susan Areson**

**Article 13: 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, 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 technical expertise and administrative capacity to support housing-related programs and projects; to lead initiatives promoting the Town’s housing goals and policies; and to perform crucial in-house work with Town departments to create housing opportunity in Truro. Many Cape towns now have a full-time Housing Coordinator in recognition of the staff time and expertise needed to make significant progress in increasing housing opportunity. A staff Housing Coordinator will add this critical capacity to implement the strategies identified in Truro’s 2023 Housing Production Plan.*

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

Finance Committee Recommendation	5	0	0
Select Board Recommendation	4	1	0



**Article 14: General Override for School Resource Officer**

Move to add (1) full-time school resource officer to the Police Department’s staffing, 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).

Mover: **Kristen Reed, Chair**

**Article 14: General Override for School Resource Officer**

To see if the Town will vote to add (1) full-time school resource officer to the Police Department’s staffing, 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 school 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 fourth highest priority of the four overrides.*

Finance Committee Recommendation	1	4	0
Select Board Recommendation	3	2	0

**PROPERTY ACQUISITION ARTICLES**

**TWO-THIRDS VOTE**

**Article 15: Acquisition of 71 North Pamet Road**

Move 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.

Mover: **Robert Weinstein, Vice-Chair**

**PROPERTY ACQUISITION ARTICLES**

**TWO-THIRDS VOTE**

**Article 15: 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	5	0	0
Select Board Recommendation	5	0	0

**COMMUNITY PRESERVATION ACT ARTICLES**

**Article 16: Community Preservation Act: Contribution to the Affordable Housing Trust Fund**

(Community Housing)

Move to appropriate \$545,174.85 from projected Community Preservation Act Projected FY24 Surcharge Charge Revenue and \$204,825.15 from the Community Preservation Undesignated Fund Balance for a total of Seven Hundred Fifty Thousand Dollars and no cents (\$750,000.00) to contribute to the Truro Affordable Housing Trust Fund, and to enter into a grant agreement to set forth the terms and conditions thereof.

Mover: **Community Preservation Committee Co-Chairs**

**COMMUNITY PRESERVATION ACT ARTICLES**

**Article 16: Community Preservation Act: Contribution to the Affordable Housing Trust Fund**

(Community Housing)

To see if the Town will vote to appropriate \$545,174.85 from projected Community Preservation Act Projected FY24 Surcharge Charge Revenue and \$204,825.15 from the Community Preservation Undesignated Fund Balance for a total of Seven Hundred Fifty Thousand Dollars and no cents (\$750,000.00) to contribute to the Truro Affordable Housing Trust Fund, and to enter into a grant agreement to set forth the terms and conditions thereof, or take any other action relative thereto.

Requested by Truro Housing Authority on behalf of the Affordable Housing Trust

*Explanation: The Housing Trust money has been depleted during the past year. Funds were used for the purpose of providing a local match for the cost of the Cloverleaf housing project; the Emergency Rental Assistance Program; updating the Housing Production Plan and Housing Needs Assessment; and moving two buildings to be used for employee housing to a Town-owned lot. Having a fund of money immediately available allows the Housing Authority to act on opportunities that would be lost if the Housing Authority had to wait for Town Meeting or beyond to request money for a legitimate Community Housing project.*

Community Preservation Committee Recommendation	7	0	0
Finance Committee Recommendation	5	0	0
Select Board Recommendation	5	0	0

**Article 17: Community Preservation Act: Housing Consultant**

(Community Housing)

Move to appropriate the sum of Twenty-five Thousand Dollars and no cents (\$25,000.00) from the Community Preservation Act Undesignated Fund Balance to provide technical assistance to the Truro Housing Authority, and to enter into a grant agreement to set forth the terms and conditions thereof.

Mover: **Community Preservation Committee Co-Chairs**

**Article 17: Community Preservation Act: Housing Consultant**

(Community Housing)

To see if the Town will vote to appropriate the sum of Twenty-five Thousand Dollars and no cents (\$25,000.00) from the Community Preservation Act Undesignated Fund Balance to provide technical assistance to the Truro Housing Authority, and to enter into a grant agreement to set forth the terms and conditions thereof, or take any other action relative thereto.

Requested by Truro Housing Authority

*Explanation: The Truro Housing Authority needs to have professional expertise in developing and implementing housing projects. The consultant will not be a full or part-time employee of the Town, but rather will work on particular projects on an “as needed” basis. These funds will be used for a consultant to continue to work on property acquisition, planning and educational programs on housing needs.*

Community Preservation Committee Recommendation	7	0	0
Finance Committee Recommendation	5	0	0
Select Board Recommendation	5	0	0

**Article 18: Community Preservation Act: Regional Contribution for 3 Jerome Smith Way, Provincetown**

(Community Housing)

Move to appropriate the sum of One Hundred Thousand Dollars and no cents (\$100,000.00) from the Community Preservation Act Undesignated Fund Balance to provide a regional contribution for community housing at 3 Jerome Smith Way, Provincetown by Community Builders, Inc., and to enter into a grant agreement to set forth the terms and conditions thereof, and to authorize the Select Board to acquire an affordable housing restriction from Community Builders.

Mover: **Community Preservation Committee Co-Chairs**

**Article 18: Community Preservation Act: Regional Contribution for 3 Jerome Smith Way, Provincetown**

(Community Housing)

To see if the Town will vote to appropriate the sum of One Hundred Thousand Dollars and no cents (\$100,000.00) from the Community Preservation Act Undesignated Fund Balance to provide a regional contribution for community housing at 3 Jerome Smith Way, Provincetown by Community Builders, Inc., and to enter into a grant agreement to set forth the terms and conditions thereof, and to authorize the Select Board to acquire an affordable housing restriction from Community Builders; or take any other action relative thereto.

Requested by the Community Builders, Inc

*Explanation: This is a regional request for community housing. Although it does not count towards achieving a Truro goal of 10% Affordable Housing, the 65 units being built at 3 Jerome Smith Way (the former VFW site) will create year-round, rental units for a variety of Area Median Income (AMI) levels. There will be a mix of studio, one-bedroom, two-bedroom, and three-bedroom units. People who don't live in Provincetown but work in Provincetown or have children who go to Provincetown Elementary School are eligible for the first-round drawing in the lottery for available units.*

Community Preservation Committee Recommendation	7	0	0
Finance Committee Recommendation	5	0	0
Select Board Recommendation	5	0	0

**Article 19: Community Preservation Act: Congregational Cemetery Restoration**

(Historical Preservation)

Move to appropriate the sum of \$71.00 from Projected Fiscal Year 2024 Community Preservation Act Surcharge Revenue, and a sum of \$25,202.00 from the Community Preservation Act Undesignated Fund Balance for a total amount of Twenty-five Thousand, Two Hundred Seventy-two Dollars and no cents (\$25,273.00) for the restoration of the Congregational Cemetery at 3 First Parish Lane, by the Friends of the Truro Meeting House, and to enter into a grant agreement to set forth the terms and conditions thereof, and to authorize the Select Board to acquire an historic preservation restriction on said cemetery land.

Mover: **Community Preservation Committee Co-Chairs**

**Article 19: Community Preservation Act: Congregational Cemetery Restoration**

(Historical Preservation)

To see if the Town will vote to appropriate the sum of \$71.00 from Projected Fiscal Year 2024 Community Preservation Act Surcharge Revenue, and a sum of \$25,202.00 from the Community Preservation Act Undesignated Fund Balance for a total amount of Twenty-five Thousand, Two Hundred Seventy-two Dollars and no cents (\$25,273.00) for the restoration of the Congregational Cemetery at 3 First Parish Lane, by the Friends of the Truro Meeting House, and to enter into a grant agreement to set forth the terms and conditions thereof, and to authorize the Select Board to acquire an historic preservation restriction on said cemetery land; or take any other action relative thereto.

Requested by the Friends of the Truro Meetinghouse

*Explanation: Erosion has taken away topsoil and ground cover and made finding the 1982 surveyors' markers impossible. As a result some 44 grave sites no longer "exist" nor can they be located by members of the community. The Friends of the Truro Meeting House plans include restoration of landscape and access, survey and mapping costs, and installation of bounds. This historic cemetery is a vital part of Truro's cultural heritage. Old family names appear on gravestones, and memorials commemorate mariners lost at sea. The cemetery provides a place of solitude, contemplation, and reflection for its visitors.*

Community Preservation Committee Recommendation	7	0	0
Finance Committee Recommendation	5	0	0
Select Board Recommendation	5	0	0

**Article 20: Community Preservation Act: Historic Self-Guided Tour**

(Historical Preservation)

Move to appropriate the sum of Five Thousand, Six Hundred Thirty Dollars and no cents (\$5,630.00) from the Community Preservation Act Undesignated Fund Balance for preparation of an updated guide to the historic landmarks of Truro by the Truro Historical Commission and the Truro Historical Society, and to enter into a grant agreement to set forth the terms and conditions thereof.

Mover: **Community Preservation Committee Co-Chairs**

**Article 20: Community Preservation Act: Historic Self-Guided Tour**

(Historical Preservation)

To see if the Town will vote to appropriate the sum of Five Thousand, Six Hundred Thirty Dollars and no cents (\$5,630.00) from the Community Preservation Act Undesignated Fund Balance for preparation of an updated guide to the historic landmarks of Truro by the Truro Historical Commission and the Truro Historical Society, 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 Historical Commission and Truro Historical Society

*Explanation: This is for a reprint of the popular Historic Truro – Landmarks and Legends – Self-Guided Tours. This, pocket-sized booklet will be made available at no cost to residents and visitors at Town buildings and other locations. The booklet helps the reader appreciate Truro’s history and serves as a teaching tool for students to see our neighborhoods in a new light.*

Community Preservation Committee Recommendation	7	0	0
Finance Committee Recommendation	5	0	0
Select Board Recommendation	5	0	0

**Article 21: Community Preservation Act: Historic Cemetery Field Guide**

(Historical Preservation)

Move to appropriate the sum of Nineteen Thousand, Six Hundred Seventy-five Dollars and no cents (\$19,675.00) from the Community Preservation Act Undesignated Fund Balance, to prepare a field guide and signage for the Town’s historic cemeteries by the Truro Cemetery Commission, and to enter into a grant agreement to set forth the terms and conditions thereof.

Mover: **Community Preservation Committee Co-Chairs**

**Article 21: Community Preservation Act: Historic Cemetery Field Guide**

(Historical Preservation)

To see if the Town will vote to appropriate the sum of Nineteen Thousand, Six Hundred Seventy-five Dollars and no cents (\$19,675.00) from the Community Preservation Act Undesignated Fund Balance, to prepare a field guide and signage for the Town’s historic cemeteries by the Truro Cemetery Commission, 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 Cemetery Commission

*Explanation: Truro Historic cemeteries include all but the New South Cemetery on Old County Rd. The field guide will cover the 6 historic cemeteries. Included in the project are four permanent signs, providing more historic information on the cemeteries.*

Community Preservation Committee Recommendation	7	0	0
Finance Committee Recommendation	5	0	0
Select Board Recommendation	5	0	0



**Article 22: Community Preservation Act: Cobb Archive Library Gutters**

(Historical Preservation)

Move to appropriate the sum of Eleven Thousand, and Twenty-three Dollars and no cents (\$11,023.00) from Projected Fiscal Year 2024 Community Preservation Act Surcharge Revenue, to replace the gutters of the Cobb Archive Library, located at 13 Town Center Rd., and to enter into a grant agreement to set forth the terms and conditions thereof.

Mover: **Community Preservation Committee Co-Chairs**

**Article 22: Community Preservation Act: Cobb Archive Library Gutters**

(Historical Preservation)

To see if the Town will vote to appropriate the sum of Eleven Thousand, and Twenty-three Dollars and no cents (\$11,023.00) from Projected Fiscal Year 2024 Community Preservation Act Surcharge Revenue, to replace the gutters of the Cobb Archive Library, located at 13 Town Center Rd., 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 Historical Commission & the Department of Public Works

*Explanation: The gutters, associated fascia and trim have deteriorated at this historic building owned by the Town. The gutter replacement and repair of trim will be overseen by the DPW.*

Community Preservation Committee Recommendation	7	0	0
Finance Committee Recommendation	5	0	0
Select Board Recommendation	5	0	0

**Article 23: Community Preservation Act: Edgewood Farm Barn Chimneys and Cupola Preservation**

(Historical Preservation)

Move 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, and to authorize the Select Board to acquire an historic preservation restriction on said building.

Mover: **Community Preservation Committee Co-Chairs**

**Article 23: 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, and to authorize the Select Board to acquire an historic preservation restriction on said building; 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	5	0	0
Select Board Recommendation	1	4	0

**Article 24: Community Preservation Act: Bunker Cottage/Corn Hill Boathouse Historic Preservation**

(Historical Preservation)

Move 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, and to authorize the Select Board to acquire an historic preservation restriction on said cottage/boathouse; or take any other action relative thereto.

Mover: **Community Preservation Committee Co-Chairs**

**Article 24: 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, and to authorize the Select Board to acquire an historic preservation restriction on said cottage/boathouse; 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	5	0	0
Select Board Recommendation	0	5	0

**Article 25: Community Preservation Act: Displays at Highland House Museum**

(Historical Preservation)

Move to appropriate the sum of Eleven Thousand, Eight Hundred, Twenty dollars and no cents (\$11,820.00) from Projected Fiscal Year 2024 Community Preservation Act Surcharge Revenue, to provide protective display shields and display cases and for 3D generated model ships for the Pamet Harbor display at the Highland House Museum for the Truro Historical Society, and to enter into a grant agreement to set forth the terms and conditions thereof.

Mover: **Community Preservation Committee Co-Chairs**

**Article 25: Community Preservation Act: Displays at Highland House Museum**

(Historical Preservation)

To see if the Town will vote to appropriate the sum of Eleven Thousand, Eight Hundred, Twenty dollars and no cents (\$11,820.00) from Projected Fiscal Year 2024 Community Preservation Act Surcharge Revenue, to provide protective display shields and display cases and for 3D generated model ships for the Pamet Harbor display at the Highland House Museum for the Truro Historical Society, 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 Historical Society

*Explanation: Acrylic shields are planned for the second floor room displays. Acrylic covers are needed to protect other display items that illustrate the history of Truro’s history and culture. Model ships are to be designed through 3D modeling to fit into the Pamet Harbor model.*

Community Preservation Committee Recommendation	7	0	0
Finance Committee Recommendation	5	0	0
Select Board Recommendation	5	0	0

**Article 26: Community Preservation Act: Open Space Reserve**

(Open Space)

Move 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.

Mover: **Community Preservation Committee Co-Chairs**

**Article 26: 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	5	0	0
Finance Committee Recommendation	5	0	0
Select Board Recommendation	5	0	0

**Article 27: Community Preservation Act: Administrative Support**

Move to appropriate the sum of Thirty-six Thousand, Three Hundred Forty-four Dollars and Fifteen cents (\$36,344.15) from Projected Fiscal Year 2024 Community Preservation Act Surcharge Revenue, for the administrative expenses of the Community Preservation Committee.

Mover: **Community Preservation Committee Co-Chairs**

**Article 27: Community Preservation Act: Administrative Support**

To see if the Town will vote to appropriate the sum of Thirty-six Thousand, Three Hundred Forty-four Dollars and Fifteen cents (\$36,344.15) from Projected Fiscal Year 2024 Community Preservation Act Surcharge Revenue, for the administrative expenses of the Community Preservation Committee, or take any other action relative thereto.

Requested by Community Preservation Committee

*Explanation: The Community Preservation Act and the Truro Community Preservation Bylaws permit 5% of the projected Community Preservation Act surcharge revenue to be used for management of CPC operations, as well as for workshops, seminars, membership in the Community Preservation Coalition, printing, advertising, and supplies. Any money remaining at the end of the Fiscal Year will revert to the Community Preservation Act Undesignated Fund Balance.*

Community Preservation Committee Recommendation	7	0	0
Finance Committee Recommendation	5	0	0
Select Board Recommendation	5	0	0

## PERSONNEL BYLAW ARTICLES

### Article 28: Amend Personnel Bylaw 8.1 Holidays

Move to amend Section 8.1 of the Town of Truro Personnel Bylaw as printed in the warrant, with ~~striketrough~~ 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.

Mover: **John Dundas, Clerk**

## PERSONNEL BYLAW ARTICLES

### Article 28: 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 ~~striketrough~~ 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 19<sup>th</sup>) 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	5	0	0
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## GENERAL BYLAW ARTICLES

### Article 29: Amend General Bylaws 7-2: Community Preservation Committee: Administration

Move 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~~ as printed in the warrant and further to authorize the Select Board to file a home rule petition to effectuate the intent of the proposed bylaw amendment, if necessary.

Mover: **Housing Authority Chair or Vice-Chair**

## GENERAL BYLAW ARTICLES

### Article 29: 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 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	5	0	0

**Article 30: Amend General Bylaws, Chapter IX Stretch Energy Code**

Move to replace Chapter IX of the Town of Truro General Bylaws, entitled “Stretch Energy Code” with “Specialized Energy Code” as printed in the warrant 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.

Mover: **Energy Committee Member or Climate Action Committee Member**

**Article 30: 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	5	0	0

**MASSACHUSETTS GENERAL LAW ARTICLES**

**Article 31: Amend Planning Board Term Lengths As Provided by MGL c.41, s.81a**

Move to amend the term lengths for the Planning Board from five-year terms to three-year terms, with such new term lengths to take effect beginning at the 2024 Annual Town Election ballot upon the expiration of the existing Planning Board member’s terms, as allowable by MGL c.41, s.81a.

Mover: **Stephanie Rein**

**MASSACHUSETTS GENERAL LAW ARTICLES**

**Article 31: Amend Planning Board Term Lengths As Provided by MGL c.41, s.81a**

To see if the Town will vote to amend the term lengths for the Planning Board from five-year terms to three-year terms, with such new term lengths to take effect beginning at the 2024 Annual Town Election ballot upon the expiration of the existing Planning Board member’s terms, as allowable by MGL c.41, s.81a; or to take any other action relative thereto.

Requested by the Select Board

*Explanation: The Planning Board and the current five-year term limits were established under MGL c41 s81 at the 1954 Annual Town Meeting, Article 24. At the recommendation of the Charter Review Committee, in an effort to standardize term lengths for all boards and committees, the Housing Authority and Planning Board term lengths were recommended to be decreased to three years. The Housing Authority five-year terms are prescribed by law. The Planning Board term lengths can be either three-years or five-years per MGL and as such, the Select Board recommends decreasing the Planning Board term lengths to three-year terms. Term lengths would not be impacted for existing Planning Board members and would only be impacted upon term expiring beginning at the 2024 Annual Town Election ballot.*

Charter Review Committee Recommendation			
Select Board Recommendation	5	0	0

**Article 32: Accept Provisions of MGL Chapter 40 Section 5F – Creation of a Receipts Reserve for Ambulance Fund**

Move 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.

Mover: **Susan Areson**

**Article 32: 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
Select Board Recommendation	5	0	0

CHARTER AMENDMENT ARTICLES

TWO-THIRDS VOTE

Article 33: Add New Charter Section 6-2-13

Move to amend Section 6-2-13 of the Town Charter by adding new language as printed in the Warrant.

Mover: **Kristen Reed, Chair**

CHARTER AMENDMENT ARTICLES

TWO-THIRDS VOTE

Article 33: Add New Charter Section 6-2-13

To see if the Town will vote to amend Section 6-2-13 of the Town Charter by adding new language as follows (new language shown **bold underline**):

**6-2-13 All multi-member bodies shall annually, during the month of June, hold a meeting for the purpose of stating the body's priorities for the coming fiscal year. The body will revisit its priorities for the year concluding and review its accomplishments relative to those priorities. This presentation is to be followed by a question and answer session. The meeting and its agenda shall be advertised on the Town of Truro Website and the general public shall be invited.**

or to take any other action relative thereto.

Requested by the Select Board

*Explanation: This article expands on a recommendation of the Charter Review Committee, and would require all multi-member bodies hold priority-setting meetings*



*annually to provide the public with an opportunity to learn and comment on the multi-member body's priorities and progress toward those priorities.*

Charter Review Committee Recommendation			
Select Board Recommendation	5	0	0

DRAFT

## ZONING BYLAW ARTICLES

TWO-THIRDS VOTE

### Article 34: Amend Zoning Bylaw §10.4 Definitions – Street Definition and Add New Bylaw §30.11 Regulating Streets and Frontage

Move 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 as printed in the warrant but with two amendments as shown on the screen to Town Meeting voters.

Mover: **Planning Board Chair**

## ZONING BYLAW ARTICLES

TWO-THIRDS VOTE

### Article 34: 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 of 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: This article has been developed in response to the fact that there are a significant number of ways in Truro that do not meet the current definition of street. Because these*

ways do not meet the definition of street, lots on those ways are non-conforming and require owners wanting to build or renovate on their property to go to the ZBA for a Variance. The issuance of a Variance is for a specific lot and a specific project, the Variance is not applicable to future work on that lot or to work on other lots on the street. So, while the variance helps a specific lot owner with a project, it does not grant the owner “by right” access to a building permit for future projects, nor does it address the issue of other lots on the same street. This existing process is therefore not a systemic solution.

The current process to get a Way redefined as a Street has not been utilized and in fact has proven to be an obstacle to granting “street” status to existing ways. The intent of this article is to allow ways that qualify in terms of access and safety to apply for street status. It is not intended to allow all ways to become streets. There have been previous attempts to address this issue with articles being brought to Town Meeting in 2013, 2015 and 2016. The Planning Board has built on the lessons learned during these efforts.

This proposed article:

- defines several categories of ways as streets per se.
- removes the references to the now superseded 1989 subdivision regulation requirements; and
- sets up a process that can be used to have a Way declared a Street and thereby decrease Variance requests to the ZBA.

Planning Board Recommendation	7	0	0
Select Board Recommendation			



**TWO-THIRDS VOTE**

**Article 35: Amend Zoning Bylaw §40.1 Duplex Houses and Apartments; and §30.2 Use Table**

Move 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 as printed in the Warrant.

OR

Move to postpone this article indefinitely.

Mover: **Planning Board Chair**

**TWO-THIRDS VOTE**

**Article 35: 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. ~~C~~ 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
<b>RESIDENTIAL</b>							
Cottage or cabin colony, motor court	N	P	N	N	P	P	N
<b><u>Duplex</u></b>	<b><u>P</u></b>	<b><u>N</u></b>	<b><u>P</u></b>	<b><u>P</u></b>	<b><u>P</u></b>	<b><u>P</u></b>	<b><u>N</u></b>
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 Explanation: This article will revise § 40.1 of the Zoning Bylaw - Duplex Houses and Apartments to make it more attractive and easier to build/create duplexes. The intent is to add to the year-round rental stock. Specifically, this article makes the following changes:*

- *Makes the creation of duplexes By Right in all districts except for the Seashore & Beach Point Districts*
- *Decreases the required lot size from 1 acre to the current minimum lot size of 33,750 square feet.*
- *Increases the maximum size of the structure’s Gross Floor Area from 3,000 square feet to 3,600 square feet.*
- *Removes size limit on the second unit.*
- *In keeping with the intent of the bylaw to create year-round rental opportunities*
  - *Requires 1 unit have a 12-month lease.*
  - *The other unit to either be owner occupied or have a 12-month lease.*
  - *No rentals of less than 8 months are permitted.*

*Planning Board Comment:*

*There is additional work needed to ensure the article does what it intends. The Planning Board will withdraw the article and bring it to the next Town Meeting.*

Planning Board Recommendation	0	7	0
Select Board Recommendation	5	0	0

## HOME RULE PETITION ARTICLES

### **Article 36: Home Rule Petition to Amend the Terms of the Truro Housing Authority**

Move to authorize the Select Board to petition the General Court for special legislation authorizing the Town to establish three-year terms for the Truro Housing Authority as set forth below; provided, however, that the General Court may make clerical or editorial changes of form only to said bill, unless the Select Board approves amendments thereto prior to enactment by the General Court, and provided further that the Select Board is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition as printed in the Warrant.

Mover: **Robert Weinstein, Vice- Chair**

## HOME RULE PETITION ARTICLES

### **Article 36: Home Rule Petition to Amend the Terms of the Truro Housing Authority**

To see if the Town will vote to authorize the Select Board to petition the General Court for special legislation authorizing the Town to establish three-year terms for the Truro Housing Authority as set forth below; provided, however, that the General Court may make clerical or editorial changes of form only to said bill, unless the Select Board approves amendments thereto prior to enactment by the General Court, and provided further that the Select Board is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition.

### **AN ACT AUTHORIZING THE TOWN OF TRURO TO ELECT HOUSING AUTHORITY MEMBERS FOR THREE-YEAR TERMS**

At the Annual Town Election following the enactment of this law, as the term of a member of the housing authority expires, their successor shall be appointed or elected, in the same manner and by the same body, for a term of three years from such expiration.

or to take any other action relative thereto.

Requested by the Select Board

*Explanation: The Housing Authority and the current five-year term limits were established under Massachusetts General Law c.121B, s.5. At the recommendation of the Charter Review Committee, in an effort to standardize term lengths for all boards and committees, the Housing Authority and Planning Board term lengths were recommended to be decreased to three years. The Housing Authority five-year terms are prescribed by law so would require a home rule petition for special legislation authorizing the Town to establish three-year terms. Term lengths would not be impacted for existing Housing Authority members and would only be impacted upon the term expiring after enactment, if so enacted by the General Court.*

Charter Review Committee Recommendation			
Select Board Recommendation	5	0	0

DRAFT

PETITIONED ARTICLES

TWO-THIRDS VOTE

**Article 37: Amend Zoning Bylaw 50.2.B.2 Building Gross Floor Area for the Residential District- Petitioned Article**

Move to amend Section 50.2.B.2 Building Gross Floor Area for the Residential District of the Zoning Bylaw by deleting the language in ~~strikethrough~~, revising the **bold underlined** wording and enumerating the Bylaw correctly accordingly as printed in the Warrant.

OR

Move to postpone this article indefinitely.

Mover: **Lead Petitioner**

PETITIONED ARTICLES

TWO-THIRDS VOTE

**Article 37: Amend Zoning Bylaw 50.2.B.2 Building Gross Floor Area for the Residential District- Petitioned Article**

To see if the Town will vote to amend Section 50.2.B.2 Building Gross Floor Area for the Residential District of the Zoning Bylaw by deleting the language in ~~strikethrough~~, revising the **bold underlined** wording and enumerating the Bylaw correctly accordingly.

Section 50.2.B.2 Building Gross Floor Area for the Residential District

~~2. Special Permit to exceed the Total Gross Floor Area limit: The Total Gross Floor Area limit for a dwelling and accessory buildings on a lot established in subsection 50.2.B.1 may be exceeded, up to a maximum established by this subsection, by Special Permit, as provided in 50.2.C and 50.2.D. No Special Permit may be issued for any construction if the construction would result in the Total Gross Floor Area exceeding 4,600 sq. ft. for a Residential District Minimum Lot Size of 33,750 sq. ft. (or .775 acre) and prorated to 4,668 sq. ft. for one acre of land:~~

**2. Special Permit to exceed the Total Gross Floor Area limit:**

- a. Plus 300 sq. ft. for each additional contiguous acre of land, or fraction thereof prorated.
- b. For lot size less than one acre, the square foot shall be reduced by 150 sq. ft. for each half acre or fraction thereof prorated.
- c. Plus a Planning Board Approved Accessory Dwelling Unit of up to 1,000 sq. ft.

or take any other action relative thereto.

Requested by Citizen Petition

*Planning Board Explanation/Comment: In 2017, Truro voted to set limits on house sizes in the Residential District. We wanted to prevent Mansionization and keep Truro looking like Truro and not the Hamptons. Many of us did not realize that the article actually allowed owners to apply for a Special Permit for more space, up to 1,000 square feet. Since the passage of the article many homeowners have come to the ZBA for this space and been granted it. This article removes that option. It does not impact ADU's or affordable housing. While the Board supports the intent of this article it may have the opposite effect if passed. Therefore, we do not support it. The petitioner has said he will withdraw the article and we will work with the petitioner to bring a revised version to the next Town Meeting.*

*Select Board Comment: This article was submitted by petition for consideration at Town Meeting.*

Planning Board Recommendation	1	4	2
Select Board Recommendation	4	0	1

**Article 38: Comprehensive Out-Of-School Program- Petitioned Article**

Move to raise and appropriate, borrow, and/or transfer from available funds the sum of \$400,000 to pay the costs of funding and establishing a comprehensive Out-of-School Program as printed in the warrant, provided the appropriate of said funds shall be contingent on a proposition 2.5 override.

OR

Move to postpone this article indefinitely.

Mover: **Lead Petitioner**

**Article 38: Comprehensive Out-Of-School Program- Petitioned Article**

To see if the Town will vote to raise and appropriate, borrow, and/or transfer from available funds the sum of \$400,000 to pay the costs of funding and establishing a comprehensive Out-of-School Program, provided the appropriate of said funds shall be contingent on a proposition 2.5 override.

The Program shall provide services before school, after school, on vacation days, and during summer vacation for students enrolled at Truro Central School starting with the 2023-2024 school year;

The administration of this Program and the associated funds shall be overseen by the Select Board or their designee. The Program may be subcontracted via an RFP process to an outside organization at the discretion of the Select Board or their designee;

or take any other action relative thereto.

Requested by Citizen Petition

*Select Board Comment: This article was submitted by petition for consideration at Town Meeting. The Select Board prepared its own version of this article for this year’s Annual Town Meeting (Article 12).*

Finance Committee Recommendation	5	0	0
Select Board Recommendation	3	0	2



**Article 39: Community Livability & Sustainability Article- Petitioned Article**

Move to raise and appropriate, borrow, and/or transfer from available funds the sum of up to \$782,500 to pay for the costs of funding and establishing the three Items to increase community sustainability as printed in the warrant, provided the appropriation of said funds may be contingent on a proposition 2.5 override.

OR

Move to postpone this article indefinitely.

Mover: **Lead Petitioner**

**Article 39: Community Livability & Sustainability Article- Petitioned Article**

To see if the Town will vote to raise and appropriate, borrow, and/or transfer from available funds the sum of up to \$782,500 to pay for the costs of funding and establishing the following three Items to increase community sustainability, provided the appropriation of said funds may be contingent on a proposition 2.5 override:

Item #1— Comprehensive Out of School Program (“COSP”)

The COSP shall provide up to \$400,000 for Out-of-School services before school, after school, on vacation days, and during summer vacation for students enrolled at Truro Central School starting with the 2023-2024 school year;

Item #2— Childcare Voucher Program (“CVP”)

The CVP shall pay up to \$300,000 for the costs of funding a voucher system for eligible children, as outlined below, aged birth through 4 years old to attend a state-licensed child care and/or state-licensed PreK program, including any administrative fees associated with the CVP. Eligible children may receive a maximum of \$7,500 per year in direct-to-provider voucher support. Additionally, eligible children shall be those that cannot be accommodated in the Truro Central School PreK Program for any reason. Eligible children under the CVP shall be from any one of the following categories: 1) Children of Truro residents, 2)

Children of Town of Truro employees, 3) Children of employees employed by a business for at least 20hrs per week with a physical location in the Town of Truro;

The administration of Items #1 & #2 and the associated funds shall be overseen by the Select Board or their designee. The Items identified above may be subcontracted for management individually or collectively via an RFP process to an outside organization(s) at the discretion of the Select Board or their designee;

Item #3— Housing Coordinator Position

And further, to see if the Town will vote to fund a new Housing Coordinator position at a cost of up to \$82,500 annually; and therefore amend the Personnel Bylaw by adding “Housing Coordinator” as a new full-time position effective July 1, 2023 and to amend Article XII – Classification/Compensation Schedules by adding “Housing Coordinator” to the “Grade 5 section;

or take any other action relative thereto.

Requested by Citizen Petition

*Select Board Comment: This article was submitted by petition for consideration at Town Meeting. The Select Board prepared its own version of this article in the form of two articles for this year’s Annual Town Meeting (Articles 12 and 13).*

Finance Committee Recommendation	4	0	1
Select Board Recommendation	0	0	5

## **Article 40: Dog Restraint Regulations- Petitioned Article**

Move to postpone this article indefinitely.

Mover: **Lead Petitioner**

## **Article 40: Dog Restraint Regulations- Petitioned Article**

In the spirit of protecting pedestrians, bicyclists, and any other persons within the boundaries of the Town of Truro, Massachusetts, from unrestrained dogs, it is deemed necessary to articulate and define new regulations; existing regulations are vague and unclear, and offer no mention of the rights of individuals to be protected from dogs. Better and more articulate expression of regulations pertaining to the restraint of dogs may offer more protection to individuals being approached by dogs, and better immunity for the Town of Truro from lawsuits resulting from the activity of unrestrained dogs. Even dogs generally considered “not dangerous” may contact humans and thus transmit COVID, or other diseases. There is a real need for individuals to be protected from unrestrained dogs on beaches, along roadways, within business locations, in town-owned locations, and everywhere within the boundaries of the Town of Truro.

### **PROPOSED REGULATION:**

- A. Any person within the boundaries of the Town of Truro, Massachusetts, whether on a beach, walking, bicycling, in a business location, on town-owned property, or anywhere else within the Town of Truro, may demand that a dog be kept at 20 foot distance from that person. The dog must be attached to a leash, with the dog-owner or supervisor securely and effectively holding the other end of the leash so as to restrain the dog, unless the dog is in some other way effectively restrained, such as being inside a car, or on the dog-owner’s property and behind a fence. If a dog approaches an individual who desires it to be kept at a distance, the approached individual may use any means necessary to stop the dog.
- B. Individuals suffering the approach of any unrestrained dog may register a complaint at the Truro Safety Facility/Police Station and expect that the dog-owner will be contacted, if there is enough information to do so. The dog-owner will be subject to a schedule of warnings, fines, and other penalties as deemed appropriate by the Town of Truro.

or take any other action relative thereto.

Requested by Citizen Petition

*Select Board Comment: This article was submitted by petition for consideration at Town Meeting.*

Select Board Recommendation	0	5	0
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DRAFT

**Article 41: Mill Pond Tidal Restoration Project- Petitioned Article**

Move to send a non-binding resolution to the Select Board that any repair or replacement of the Mill Pond Road culvert will not permanently close/abandon Mill Pond Road to vehicular traffic.

OR

Move to postpone this article indefinitely.

Mover: **Lead Petitioner**

**Article 41: Mill Pond Tidal Restoration Project- Petitioned Article**

To see if the Town will vote to send a non-binding resolution to the Select Board that any repair or replacement of the Mill Pond Road culvert will not permanently close/abandon Mill Pond Road to vehicular traffic.

Requested by Citizen Petition

*Petitioner’s Explanation: The engineering consultant Fuss & O’Neill, Inc. in collaboration with Woods Hole Group provided a report entitled “Mill Pond Salt Marsh Restoration Alternatives Assessment Technical Memorandum” dated June 2022 to the Town of Turo. Four alternatives were presented in the report, all designed to allow for an improved salt marsh. The February 2023 recommendation to the Select Board by Department of Public Works Director Jarrod Cabral is “[t]o permanently close Mill Pond Road and install a 95-foot breach with a 10-foot-wide [sic] inner channel...”. This is the most impactful choice and the town has given little or no consideration to the other alternatives. The recommendation to permanently close Mill Pond Road affects a large number of residents of the Town of Truro.*

*Select Board Comment: This article was submitted by petition for consideration at Town Meeting.*

Select Board Recommendation	0	3	2
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**TWO-THIRDS VOTE**

**Article 42: M.G.L. Chapter 43, Section 10; Section 5-4-2 Town Charter- Petitioned Article**

Move to amend Section 5-4-2 of the Town Charter as set forth below with **bold underline** text to be inserted as printed in the Warrant.

Mover: **Lead Petitioner**

**TWO-THIRDS VOTE**

**Article 42: M.G.L. Chapter 43, Section 10; Section 5-4-2 Town Charter- Petitioned Article**

To see if the Town will vote pursuant to G.L. c.43, §10 to amend Section 5-4-2 of the Town Charter as set forth below with **bold underline** text to be inserted:

5-4-2 After consultation with the Select Board, the Town Manager shall appoint all Department Heads, which are those positions reporting directly to the Town Manager. **The Town Manager shall appoint the Library Director after consultation with the Board of Library Trustees.** All such appointments shall be subject to disapproval by a majority vote of the Select Board provided that such vote is taken prior to the date of the offer. This section does not apply to appointment authority granted to the Select Board in accordance with section 4-3-1 of this Charter.”

Requested by Citizen Petition

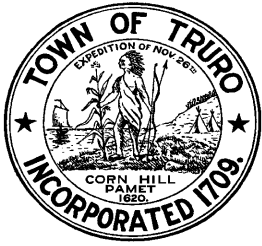
*Town Manager Comment: The Select Board and Town Administration have already codified the inclusion of Board of Library Trustees in the hiring process of the Library Director as part of Select Board Policy #35. Changing the Town’s Charter to include this provision will be both redundant and not consistent with the overall policy underlying the Town’s current Charter. Town Counsel has expressed concerns regarding this change in that it could interfere with the professional management of the Town. Ultimately, the Town Manager is responsible to the Select Board for the efficient administration of all Town departments. It is quite another thing to change responsibility to the Board of Library Trustees because it would be inconsistent with the overall policy underlying the current Charter. Moreover, such a change may empower the Board of Library Trustees or others to believe they have more of a role (other than consultation) on the appointment of the Library Director which could lead to*

*unfounded assertions of authority and a mistaken outsized role for the Library Trustees in the appointment process in the future. Many times, Town Counsel has seen such unfounded assertions lead to division, strife, and in some instances wasteful and costly litigation.*

*Petitioner’s Explanation: At the 2016 Annual Town Meeting, a change was made to Section 5-4-2 of the Town Charter deleting a list of Department Heads appointed by the Town Administrator (this language pre-dates the change to Town Manager) that did not include the Library Director. Language was changed to put the Town Manager in a position to appoint ALL Department Heads except for those appointed by the Select Board, thus excluding the Board of Library Trustees from the process of selecting a Library Director. The Trustees provide a vital link from the community to the Library that has led to a responsive, much-respected Library in Truro. The Town Manager and Trustees working in collaboration is the best of both worlds. We are asking that the Charter reflect the governance of the Library as has been the case for more than 100 years in Truro, with the Town handling the human resources end of the hiring, budget, and salaries, and the Trustees governing certain functions of the Library. The Library is a critical institution in our Town and we want to protect its independence for the future, keeping it responsive to the community.*

*Select Board Comment: This article was submitted by petition for consideration at Town Meeting.*

Charter Review Committee Recommendation			
Select Board Recommendation	0	1	4



# TOWN OF TRURO

## Select Board Agenda Item

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

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

**REQUESTED MEETING DATE:** April 11, 2023

**ITEM:** Discussion and Potential Vote on Awardee for the 1<sup>st</sup> Annual Fred Todd Community Service Award

**EXPLANATION:** The Select Board recently created the Fred Todd Community Service Award at a February meeting. Select Board Clerk Dundas prepared a community service evaluation form for the review of nominees.

In acknowledgment of Fred's service, the Town recognizes a current/and former board or committee member annually for volunteer service to the Town of Truro that best reflects the community service exemplified by Fred Todd.

Nominations are included for the Board's consideration.

**FINANCIAL SOURCE (IF APPLICABLE):** Minimal funding needed for commemorative coin and certificate. Will be paid for from Select Board's budget.

**IMPACT IF NOT APPROVED:** There will not be a recipient of the 2023 Fred Todd Community Service Award.

**SUGGESTED ACTION:** *MOTION TO award \_\_\_\_\_ with Truro's first Fred Todd Community Service Award, to be presented at the Annual Town Meeting on April 25, 2023.*

**ATTACHMENTS:**

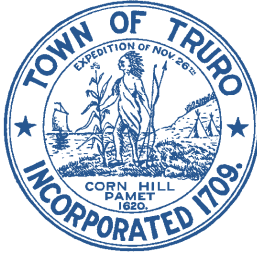
1. Fred Todd Community Service Award Nominations



# TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

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



## Fred Todd Community Service Award

In tribute to this long-term Truro resident, activist, board member, and colleague, we wish to recognize a current or former board/committee member annually who exemplifies Fred Todd's selfless volunteer service and dedication to the Town of Truro.

Screening Criteria (must have):

- Is the nominee a full-time resident? Yes\_\_\_\_No\_\_\_\_\_
- Has a nominee served/volunteered at least 5 years total on Truro project, board, or committee?  
List the name of the Board or Committee/Commission:
  - Number Of Years
- Is the nominee in good standing? Yes\_\_\_\_No\_\_\_\_\_
- Date Submitted:

Evaluation Criteria (overall assessment)

1. Leadership: displays a sense of unity and purpose in the community (ex: role model, professionalism, creativity, mission-focused)
2. Social Responsibility: seeks to improve the community (ex: civic engagement, volunteerism, outreach)
3. Mentorship: demonstrates positive values, consideration, and behavior (ex: through deed and action).
4. Change Agent: influences others to effect positive changes (ex: through trust & credibility, representing stakeholders).

*Attached more information if needed*

# TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

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



Award application for Robert Masson

## Fred Todd Community Service Award

In tribute to this long-term Truro resident, activist, board member, and colleague, we wish to recognize a current or former board/committee member annually who exemplifies Fred Todd’s selfless volunteer service and dedication to the Town of Truro.

Screening Criteria (must have):

- Is the nominee a full-time resident? Yes  No
- Has a nominee served/volunteered at least 5 years total on Truro project, board, or committee?  
List the name of the Board or Committee/Commission: Truro Cemetery Commission
- Number Of Years ~25 yrs
- Is the nominee in good standing? Yes  No
- Date Submitted: 31 March 2023

Submitted by: Holly Ballard-Gardner

Evaluation Criteria (overall assessment)

**1. Leadership: displays a sense of unity and purpose in the community (ex: role model, professionalism, creativity, mission-focused)**

Bob has led the Cemetery Commission consistently as other commission members have come and gone. During this time he has been the epitome of professionalism, serving the public in their need to purchase gravesites and conduct burials, and transformed the record-keeping of the commission, spending over 300 hours converting handwritten records to digital form for the public. It is a testament to the skill and stability of his leadership that we hear the commission is a model for other towns today.

**2. Social Responsibility: seeks to improve the community (ex: civic engagement, volunteerism, outreach)**

The Cemetery Commission is a lot of work. It entails not only monthly meetings but record keeping, interaction with funeral directors and gravediggers, managing landscape maintenance, overseeing historic preservation, community outreach, sale of lots, measurement and tracking of gravesites, and fielding regular calls from citizens looking for information on how to buy a lot or bury a deceased person. Bob has done this without fail for two decades, completely unpaid, contributing significant social and economic value to the Town of Truro. His professionalism and polite and respectful demeanor is a model of civic engagement.

**3. Mentorship: demonstrates positive values, consideration, and behavior (ex: through deed and action).**

During the first year of my tenure on the commission, Bob undertook a comprehensive program of training to enable me to not only learn the skills necessary to successfully manage the commission, but to share the values and vision he has upheld for two decades. His mentorship has been generous, valuable, and a large investment of time on his part. To the public, Bob is an unfailingly kind and supportive guide, treating the bereaved with empathetic respect and advising potential lot purchasers on the best ways to achieve their desires.

**4. Change Agent: influences others to effect positive changes (ex: through trust & credibility, representing stakeholders).**

Bob is old school in his approach and is an open-minded manager who continually seeks to effect positive change. His work to capture all the handwritten cemetery records in a digital form was an invaluable service to the Town and gave the Commission credibility with the public for the accuracy and comprehensiveness of the information the Commission provides. The stakeholders include the dead who are buried, the owners of gravesites, and those who purchase plots today. Bob ensures their needs are met in a professional manner, always welcoming inquiries and participants in monthly meetings to answer questions and provide knowledgeable guidance.

*Attached more information if needed*

I know of no other volunteer who has consistently upheld and worked tirelessly for so long in such a focused way. Not everyone wants to be a Cemetery Commissioner—it is a lot of work, physical, emotional, administrative, engaging with the public. As a colleague, Bob represents the epitome of the Fred Todd Award. I can think of no one more deserving and it would be a signal of the Town's appreciation for Bob's long tenure at a time in his life when he is winding down his work (Bob is 86 years old). - Holly

MONICA KRAFT, ESQ HAS BEEN AN EXAMPLE OF CIVIC SERVICE FOR TRURO FOR ALMOST 50 YEARS.

# TOWN OF TRURO



P.O. Box 2030, Truro, MA 02666

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

TRURO'S FIRST WOMAN ELECTED AS SELECTPERSON IN 1984-  
MONICA KRAFT, ESQ.

## Fred Todd Community Service Award

In tribute to this long-term Truro resident, activist, board member, and colleague, we wish to recognize a current or former board/committee member annually who exemplifies Fred Todd's selfless volunteer service and dedication to the Town of Truro.

### Screening Criteria (must have):

- Is the nominee a full-time resident? Yes  No
- Has a nominee served/volunteered at least 5 years total on Truro project, board, or committee?  
List the name of the Board or Committee/Commission: MONICA KRAFT HAS SERVED AS TOWN MODERATOR SINCE 2008
- Number Of Years THIS IS HER 15TH YEAR SERVING AS MODERATOR
- Is the nominee in good standing? Yes  No
- Date Submitted: 4-6-23

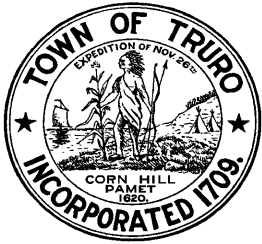
RCUD 2023APR08 04:12:27  
ADMINISTRATIVE OFFICE  
TOWN OF TRURO

### Evaluation Criteria (overall assessment)

1. Leadership: displays a sense of unity and purpose in the community (ex: role model, professionalism, creativity, mission-focused) IN ADDITION TO CURRENTLY SERVING AS TOWN MODERATOR MONICA KRAFT IN 1984 BECAME THE FIRST WOMAN EVER TO BE ELECTED TO WHAT IS NOW CALLED THE SELECTBOARD.
2. Social Responsibility: seeks to improve the community (ex: civic engagement, volunteerism, outreach) MONICA HAS, IN ADDITION, TO HER ELECTED ROLES SERVED AS A VOLUNTEER ON THE SCHOOL COMMITTEE AND THE FINANCE COMMITTEE.
3. Mentorship: demonstrates positive values, consideration, and behavior (ex: through deed and action). HER TOWN POSITIONS, PAST & PRESENT, ARE AN EXAMPLE OF HER STRONG POSITIVE VALUES, CONSIDERATION, AND BEHAVIOR BOTH AS A LEADER I.E. FORMER SELECTWOMAN AND CURRENT MODERATOR.
4. Change Agent: influences others to effect positive changes (ex: through trust & credibility, representing stakeholders). SHE HAS INFLUENCED OTHER YOUNG WOMEN TO ENTER TOWN POLITICS BOTH IN ELECTED POSITION AS WELL AS VOLUNTEERS ON COMMITTEES SUCH AS THE FINANCE COMMITTEE.

Attached more information if needed

SHE HAS CONTINUALLY DEMONSTRATED A HIGH LEVEL OF PROFESSIONALISM, CIVIL ENGAGEMENT AND RESPONSIBLE CITIZENSHIP.



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Darrin Tangeman, Town Manager

**REQUESTED MEETING DATE:** April 11, 2023

**ITEM:** Opioid Documents

**EXPLANATION:** Outside Counsel Levin, Papantonio, Rafferty, Proctor, Buchanan, O'Brien, Barr and Mougey, P.A. has provided information on the new opioid settlement proposals and recommends the Town's participation to potentially secure additional settlement funding. The new settlement concerns CVS, Walgreens, Walmart, Teva, and Allergan. These proposed settlements will provide up to \$20 billion in additional funding. The proposed settlements also include changes in corporate behavior to address the issues raised in the litigation. The amounts and general timeframes of payments are below:

- **CVS**
  - Maximum national payment (assuming 100% participation): \$5,022,083,578
  - Timing: Paid over 10 years.
- **Walgreens**
  - Maximum national payment (assuming 100% participation): \$5,522,528,766
  - Timing: Paid over 15 years.
- **Walmart**
  - Maximum national payment (assuming 100% participation): \$3,011,242,061
  - Timing: Primarily paid within 3 years, but if participation levels are not met until later, payment can extend over 6 years.
- **Teva**
  - Maximum national payment (assuming 100% participation): \$4,246,567,371.76
  - Timing: Paid over 6 years.
- **Allergan**
  - Maximum national payment (assuming 100% participation): \$2,372,972,184.12
  - Timing: Paid over 7 years.

Executive summaries, FAQs, explanatory charts, settlement agreements, and other state specific information is available at the newly designed national opioid settlement website – <https://nationalopioidsettlement.com>

The Town must sign and submit the participation agreement by April 18, 2023 to participate.

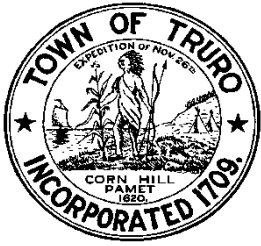
**FINANCIAL SOURCE (IF APPLICABLE):** N/A

**IMPACT IF NOT APPROVED:** Truro will not participate in the new Opioid Settlement and will not be eligible for any related compensation.

**SUGGESTED ACTION:** *MOTION TO participate in the new Opioid Settlement and authorize the Town Manager to sign the participation agreement and associated documents.*

**ATTACHMENTS:**

1. Participation Agreement will be emailed to SB when received.



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Licensing Department

**REQUESTOR:** Nicole Tudor, Executive Assistant

**REQUESTED MEETING DATE:** April 11, 2023

**ITEM:** Approval of Renewal of 2023 Seasonal Business Licenses:

- **Highland Links Lighthouse Cafe**-Common Victualer and Transient Vendor
- **Days Market & Deli**-Common Victualer and Transient Vendor
- **Hillside Farmstand**-Transient Vendor

**EXPLANATION:** These licenses are under the authority of the Select Board as the Local Licensing Authority. If you approve these licenses for renewal, the licenses will be issued only upon compliance with all regulations, receipt of the necessary fees, and proof of taxes paid in full for the fiscal year. There were no reported issues with these establishments in 2022.

Mass General Law	Licenses & Permits Issued by Select Board	Names of Businesses
Chapter 140 § 2	<b>Common Victualer</b> (Cooking, Preparing and Serving food)	<b>Highland Links Lighthouse Café</b> <b>Days Market and Deli</b>
Chapter 101 § 2	<b>Transient Vendor</b> (Seasonal Retail)	<b>Highland Links Lighthouse Café</b> <b>Days Market and Deli</b> <b>Hillside Farmstand</b>

**IMPACT IF NOT APPROVED:** The applicants will not be issued their Licenses to operate.

**SUGGESTED ACTION:** *MOTION TO approve the 2023 Seasonal Licenses for Highland Links Golf Course – Common Victualer and Transient Vendor, and Days Market and Deli-Common Victualer and Transient Vendor, and Hillside Farmstand-Transient Vendor upon compliance with all regulations and receipt of the necessary fees.*

**ATTACHMENTS:**

1. Renewal Application for 2023: Highland Links
2. Renewal Application for 2023-Days Market and Deli
3. Renewal Application for 2023-Hillside Farmstand



**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](mailto:lbudnick@truro-ma.gov) or [nrichev@truro-ma.gov](mailto:nrichev@truro-ma.gov)

ROUT 2023MARC30 PM2129  
SEAL-TOWN OF TRURO OFFICE  
TOWN OF TRURO

**APPLICATION FOR FOOD SERVICE – COMMON VICTUALER**

Name of Business: Johnson Golf / Highland Links

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) [REDACTED]

Business Name: Highland Links - Johnson Golf Management, Inc.

Owner Name: Nathaniel Kelly Laramie Email Address: klaramee@johnsongolf

Mailing Address: Po Box 1659 Harwich MA 02645 management.com

Phone No: [REDACTED]

**Section 3 – Business Operation Details**

Number of Seats: Inside: \_\_\_\_\_ Outside: \_\_\_\_\_ Number of Employees: 2-4

Length of Permit:  Annual  Seasonal Operation

Hours of Operation: 6 To 6

Days Closed Excluding Holidays: \_\_\_\_\_

If Seasonal: Approximate Dates of Operation: 4 / 1 / 23 To 11 / 30 / 23

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

Name: Jason Laramie Email Address: [REDACTED]

Mailing Address: Po Box 1659 Harwich MA 02645

Phone No [REDACTED] 24 Hour Emergency: \_\_\_\_\_



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

Jason Laramée

**Allergen Awareness Certification (attach copy):**

Jason Laramée

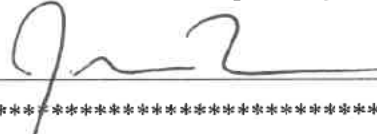
**Has your menu changed from last year?**  Yes  No

*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:** 3-8-23

**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)**

<b>FOR HEALTH DEPARTMENT USE ONLY</b>	
Comments: _____	
Review by _____	Date _____





# 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

Highland Links

### 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) \_\_\_\_\_

Print Name of Applicant \_\_\_\_\_

Business Name \_\_\_\_\_

Owner Name \_\_\_\_\_

Street Address of Business \_\_\_\_\_

Mailing Address of Business \_\_\_\_\_

Business Phone Number \_\_\_\_\_

Business E-Mail Address \_\_\_\_\_

### Section 3-HOURS OF OPERATION

Annual  Seasonal Opening Date: 4/1/23 Closing Date: 11/30/23

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: Jason Laramée Unit Number: \_\_\_\_\_

Mailing Address: PO Box 1659 Haverhill MA 02645

Phone: (24 Hour Contact): \_\_\_\_\_ Email Address: \_\_\_\_\_



Manager's Signature (REQUIRED)

Name of Offsite Manager:

Name: Kelly Laramée Business Name: Johnson Golf

Business Address: 10 Highland Light Rd N. Truro

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.



Signature of Applicant

Kelly Laramée

Print Name

4/4/23

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)



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/30/22

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).

<b>PRODUCER</b>  Chisholm Insurance Agency, Inc PO Box 399 Wayland, MA 01778	<b>CONTACT NAME:</b> Ben Chisholm	<b>FAX (A/C, No):</b> 508-358-5324
	<b>PHONE (A/C, No, Ext):</b> 508-358-6111	<b>E-MAIL ADDRESS:</b>
<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
<b>INSURED</b>  Johnson Golf Management PO Box 1659 Harwich, MA 02645		
<b>INSURER A:</b> *Arbella Protection		
<b>INSURER B:</b> Guard Insurance Group		
<b>INSURER C:</b>		
<b>INSURER D:</b>		
<b>INSURER E:</b>		
<b>INSURER F:</b>		

**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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		[REDACTED]	01/01/23	01/01/24	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO OWNED <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY	X		[REDACTED]	01/01/23	01/01/24	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$	X		[REDACTED]	01/01/23	01/01/24	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	[REDACTED]	01/10/23	01/10/24	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	<b>Liquor Liability</b>	X		[REDACTED]	01/01/23	01/01/24	Occurrence 1,000,000 Aggregate 2,000,000 Occurrence 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re: Highland Links Golf Course, 10 Highland Light Road, Truro, MA

**CERTIFICATE HOLDER****CANCELLATION**
 Town of Truro  
 PO Box 2030  
 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

Thomas B. Chisholm

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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: Highland Links / Johnson Golf Management, Inc.

Address: 10 Highland Light Rd.

City/State/Zip: N. Truro MA 02652 Phone #: 508 487 9201

**Are you an employer? Check the appropriate box:**

- 1.  I am an employer with 90 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 golf course

\*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: Guard

Insurer's Address: PO Box AH 39 Public Sq.

City/State/Zip: Wilkes-Barre, PA 18703-0020

Policy # or Self-ins. Lic. # [REDACTED] Expiration Date: 1/10/24

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: Kelly [Signature] Date: 3/10/23

Phone #: 774 408 7661

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

City or Town: \_\_\_\_\_ Permit/License # \_\_\_\_\_

**Issuing Authority (circle one):**

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

Contact Person: \_\_\_\_\_ Phone #: \_\_\_\_\_



**ServSafe**  
National Restaurant Association

# ServSafe® CERTIFICATION

## JASON LARAMEE

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).

17577470

CERTIFICATE NUMBER

5418

EXAM FORM NUMBER

3/11/2019

DATE OF EXAMINATION

3/11/2024

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 Labour Convention 2006, Resolution ADM N 068-2013 (Regulation 3.2, Standard A3.2).

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This document cannot be reproduced or altered.  
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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: JASON LARAMEE

Certificate Number: 3814561

Date of Completion: 3/15/2019

Date of Expiration: 3/15/2024



*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:



Massachusetts Restaurant Association  
333 Turnpike Road, Suite 102  
Southborough, MA 01772  
508-303-9905  
[www.marestaurantassoc.org](http://www.marestaurantassoc.org)



800.765.2122  
[www.restaurant.org](http://www.restaurant.org)



### 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](mailto:lbudnick@truro-ma.gov) or [nrichey@truro-ma.gov](mailto:nrichey@truro-ma.gov)

#### APPLICATION FOR FOOD SERVICE – COMMON VICTUALER

Name of Business: DAYS MARKET & DELI

New  Renewal/No Changes (Skip to Section 3)

RCVD 2023 FEB 7 AM 12:45  
ADMINISTRATIVE OFFICE  
TOWN OF TRURO

#### 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: 0 Outside: 0 Number of Employees: 10

Length of Permit:  Annual  Seasonal Operation

Hours of Operation: 6 AM To 10 pm

Days Closed Excluding Holidays: None

If Seasonal: Approximate Dates of Operation: 04/01/23 To 10/31/23

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

Name: Mylan Jangulis Email Address: \_\_\_\_\_

Mailing Address: P.O. Box 762 Provincetown, MA 02657

Phone No: \_\_\_\_\_ 24 Hour Emergency: \_\_\_\_\_

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

MYLAN JAVOPLIS \_\_\_\_\_

Allergen Awareness Certification (attach copy):

MYLAN JAVOPLIS \_\_\_\_\_

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.*

 Date: 02/07/2023

\*\*\*\*\*

**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)

<b>FOR HEALTH DEPARTMENT USE ONLY</b>	
Comments: _____	
Review by _____	Date _____





# 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) \_\_\_\_\_

MYLAN JANOPLIS

DAYS MARKET & Deli

Print Name of Applicant

Business Name

mylan JANOPLIS

Owner Name

271 Shore Rd. N. Truro, MA 02652

P.O. BOX 362 Plover, MA 02657

Street Address of Business

Mailing Address of Business

Business Phone Number \_\_\_\_\_

Business E-Mail Address \_\_\_\_\_

### Section 3-HOURS OF OPERATION

Annual  Seasonal Opening Date: 4/1/23 Closing Date: 10/31/23

Days of the Week Open: 7



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: DAYS MARKET & DELI

Address: P.O. Box 362

City/State/Zip: PROVINCETOWN, MA 02657 Phone # \_\_\_\_\_

**Are you an employer? Check the appropriate box:**

- 1.  I am a 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: Beekshier HATHAWAY GUARD insurance company

Insurer's Address: FireSide Insurance 36 Shawk Parker Rd. #10 Provincetown, MA 02657

City/State/Zip: \_\_\_\_\_

Policy # or Self-ins. Lic. # \_\_\_\_\_ Expiration Date: 04/22/2023

**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: 02/06/2023

**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 #: \_\_\_\_\_



**Policy Information Page**

<p><b>[1] Named Insured and Mailing Address</b>          MCJLT, INC          DBA/TA DAYS MARKET &amp; DELI          PO Box 362          Provincetown, MA 02657</p> <p><b>Federal Employer's ID</b></p> <p><b>Additional Names of Insured</b>          (N2) DAYS MARKET &amp; DELI</p> <p><b>Locations on Policy</b>          (L1) 271 Shore Rd , North Truro, MA 02652          (04/22/2022 - 04/22/2023)</p>	<p><b>Agency</b>          FIRESIDE INSURANCE AGENCY, INC.          36 Shank Painter Road #10          P.O. Box 760          Provincetown, MA 02657          Agency Code: MAFIRE10</p> <p><b>Insured is</b> Corporation</p>
---	--

**[2] Policy Period**  
 From April 22, 2022 to April 22, 2023, 12:01 AM, standard time at the insured's mailing address.

**[3] Coverage**

A. Workers' Compensation Insurance - **Part One** of this policy applies to the Workers' Compensation Law of the following states: Massachusetts

B. Employer's Liability Insurance - **Part Two** of this policy applies to work in each of the states listed in item [3]A. The limits of our liability under Part Two are:

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

C. Other States Insurance - Part Three of this policy applies to all states, except any state listed in item [3]A. and the states of North Dakota, Ohio, Washington, and Wyoming.

D. This policy includes these endorsements and schedules:  
 See Extension of Information Page - Schedule of Forms

**[4] Premium**  
 The Premium Basis and, therefore, the premium will be determined by our Manual of Rules, Classifications, Rates, and Rating Plans. All required information is subject to verification and change by audit. (Continued on another page)

<b>Total Estimated Policy Premium</b>	\$	[REDACTED]
<b>Total Surcharges/Assessments</b>	\$	[REDACTED]
<b>Total Estimated Cost</b>	\$	[REDACTED]

INTERNAL USE XX  
 MGA : MCWC329965  
 Date : 03/18/2022  
 MANOTE



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

**FIRE PROTECTION SYSTEMS  
ANNUAL TEST REPORT**

BUSINESS NAME: DAYS Market & Deli

OWNER/MANAGER: Mylan Jaworski

ADDRESS: 271 Shore Rd, N. Truro, MA 02652

PHONE \_\_\_\_\_ NUMBER OF UNITS: \_\_\_\_\_

CONTACT PERSON: Mylan Jaworski

ADDRESS: P.O. Box 362 Provincetown, MA 02657

TESTING COMPANY: Carlos Silva Electrical

TESTING ELECTRICIAN/TECHNICIAN: Carlos Silva

COMPANY PHONE #: 508 487 4618 HOME PHONE #: \_\_\_\_\_

LICENSE #: E38982

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: \_\_\_\_\_

DATE OF CERTIFICATION: Feb 6, 2023 BY: Carlos Silva  
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.**

# CERTIFICATE OF ALLERGEN AWARENESS TRAINING

Name of Recipient: MYLAN JANOPULIS

Certificate Number: 0830610

Date of Completion: 2/01/2010

Date of Expiration: 2/01/2014



*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)(2)(a).*

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

Issued By:



Massachusetts Restaurant Association  
133 Turnpike Road, Suite 102  
Southborough, MA 01772  
508-303-9905  
[www.massrestaurant.org](http://www.massrestaurant.org)



NATIONAL RESTAURANT ASSOCIATION  
800.765.2122  
[www.restaurant.org](http://www.restaurant.org)

ServSafe  
National Restaurant Association

# ServSafe® CERTIFICATION

## MYLAN JANOPLIS

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).

EXAM ID NUMBER

10697  
EXAM FORM NUMBER

4/20/2019  
DATE OF EXPIRATION  
Local laws apply. Check with your local health department for recertification requirements.

4/20/2024  
DATE OF EXPIRATION



#0055

  
Mylan Janoplis  
Association Solutions



In accordance with 11

ServSafe logo are trademarks of the NREAF, National Restaurant Association® and its affiliates.

Contact us with questions at 233 S. Wacker Drive, Suite 5400, Chicago, IL 60606-6281 or [ServSafe@nra.org](mailto:ServSafe@nra.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 Feb 7, 2023

Request is coming from the Selectmen's Office

Owner's Name Mylan Janoplis

Business Name Days Market & Deli

Business Address 271 Shore Rd.

Map and Parcel 13-12

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

February 7, 2023  
\_\_\_\_\_  
Date



RCVD 2023MAR21 AM10:13  
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

PAID  
#000743  
\$75.00

## 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) \_\_\_\_\_

Hillside FARMSTAND  
Print Name of Applicant \_\_\_\_\_ Business Name \_\_\_\_\_

Owner Name \_\_\_\_\_

Street Address of Business \_\_\_\_\_ Mailing Address of Business \_\_\_\_\_

Business Phone Number \_\_\_\_\_ Business E-Mail Address \_\_\_\_\_

### Section 3-HOURS OF OPERATION

- Annual     Seasonal    Opening Date: 5/1/23 Closing Date: 12/31/23

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: \_\_\_\_\_

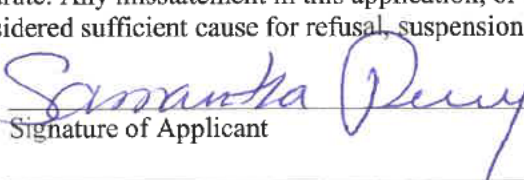
Phone: (24 Hour Contact): \_\_\_\_\_ Email Address: \_\_\_\_\_

\_\_\_\_\_

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.

 Samantha Perry Samantha Perry 3/15/23  
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)



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: Hillside Farmstand

Address: 300 Rt 6

City/State/Zip: TRURO MA 02666 Phone #: [REDACTED]

**Are you an employer? Check the appropriate box:**

1.  I am an employer with 8 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: Farm Family Casualty Ins. CO.

Insurer's Address: PO Box 656, Albany, NY 12201-0656

City/State/Zip: [REDACTED]

Policy # or Self-ins. Lic. # [REDACTED] Expiration Date: 4/01/24

**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: Samantha Perry Date: 3/15/23

Phone #: [REDACTED]

*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 #: \_\_\_\_\_

NOTICE  
TO  
EMPLOYEES



NOTICE  
TO  
EMPLOYEES

# The Commonwealth of Massachusetts

## DEPARTMENT OF INDUSTRIAL ACCIDENTS

1 Congress Street, Suite 100, Boston, Massachusetts 02114-2017

617-727-4900- <http://www.state.ma.us/dia>

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

Farm Family Casualty Ins. Co.

NAME OF INSURANCE COMPANY

P.O. Box 656, Albany, New York 12201-0656

ADDRESS OF INSURANCE COMPANY

04-01-2023

POLICY NUMBER

EFFECTIVE DATES

MARK SYLVIA INSURANCE AGENCY LLC 404 MAIN ST, CENTERVILLE MA, 02632-2916

NAME OF INSURANCE AGENT

ADDRESS

PHONE#

SAMANTHA PERRY DBA HILLSIDE FARM PO BOX 228, TRURO, MA 02666-0228

EMPLOYER

ADDRESS

EMPLOYER'S WORKERS' COMPENSATION OFFICER (IF ANY)

DATE

### MEDICAL TREATMENT

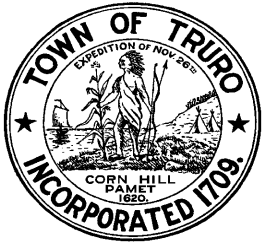
The above named insurer is required in cases of personal injuries arising out of and in the course of employment to furnish adequate and reasonable hospital and medical services in accordance with the provisions of the Workers' Compensation Act. A copy of the First Report of Injury must be given to the 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

NAME OF HOSPITAL

ADDRESS

TO BE POSTED BY EMPLOYER

00083 2180731 001792 003583 000410019



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Nicole Tudor, Executive Assistant

**REQUESTED MEETING DATE:** April 11, 2023

**ITEM:** Review and Approve Application for Amendment Change of Business Entity Information on Alcohol License-Cape Provisions LLC dba Jams Market to dba Truro General Store

**EXPLANATION:** Cape Provisions LLC, DBA Jams Market, 14 Truro Center Road, Manager, Owner, G. Scott Cloud is requesting approval of the DBA name change for his alcohol license per MGL Chapter 110 Sec. 5 from Jams Market to Truro General Store. Mr. Cloud has submitted his Alcoholic Beverages Control Commission application and the necessary documents for his application for amendment - Change of Business Entity Information.

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

**IMPACT IF NOT APPROVED:** *Mr. Cloud will not be able to change his DBA for his alcohol license. The Select Board/Licensing Authority decision can be appealed to the ABCC.*

**SUGGESTED ACTION:** *MOTION TO Approve Garrison Scott Cloud's Application changing Cape Provision LLC., from DBA Jams Market to Truro General Store, sign the LLA Certification form, and issue the revised alcohol license with ABCC approval.*

**ATTACHMENTS:**

1. ABCC Application to change DBA



The Commonwealth of Massachusetts  
Alcoholic Beverages Control Commission  
95 Fourth Street, Suite 3, Chelsea, MA 02150-2358  
www.mass.gov/abcc

RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION  
MONETARY TRANSMITTAL FORM

REV 2023/02/23 PM1:05  
ADMINISTRATIVE OFFICE  
TOWN OF TRURO

**APPLICATION FOR AMENDMENT-Change of Business Entity Information**

**DO NOT MAKE PAYMENT OR COMPLETE THIS FORM FOR CHANGE OF DBA AMENDMENT**  
**APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL LICENSING AUTHORITY.**

ECRT CODE: RETA

Please make \$200.00 payment here: [ABCC PAYMENT WEBSITE](#)

PAYMENT MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL AND INCLUDE THE PAYMENT RECEIPT

ABCC LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY) [REDACTED]

ENTITY/ LICENSEE NAME

ADDRESS

CITY/TOWN

STATE

ZIP CODE

For the following transactions (Check all that apply):

- New License
- Change of Location
- Change of Class (i.e. Annual / Seasonal)
- Change Corporate Structure (i.e. Corp / LLC)
- Transfer of License
- Alteration of Licensed Premises
- Change of License Type (i.e. club / restaurant)
- Pledge of Collateral (i.e. license/stock)
- Change of Manager
- Change Corporate Name
- Change of Category (i.e. All Alcohol/Wine, Malt)
- Management/Operating Agreement
- Change of Officers/Directors/LLC Managers
- Change of Ownership Interest (LLC Members/LLP Partners, Trustees)
- Issuance/Transfer of Stock/New Stockholder
- Change of Hours
- Other
- Change of DBA

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

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



The Commonwealth of Massachusetts  
 Alcoholic Beverages Control Commission  
 95 Fourth Street, Suite 3, Chelsea, MA 02150-2358  
 www.mass.gov/abcc

**APPLICATION FOR AMENDMENT-Change of Business Entity Information**

**Change of Corporate Name**

**Change of DBA**

- Payment Receipt (Req. for Chg of Corp Name only)
- Monetary Transmittal Form
- DOR Certificate of Good Standing (Req. for Chg of Corp Name only)
- DUA Certificate of Compliance (Req. for Chg of Corp Name only)
- Change of Corporate Name/DBA Application
- Vote of the Entity
- Business Structure Documents
  - If Sole Proprietor, **Business Certificate**
  - If partnership, **Partnership Agreement**
  - If corporation or LLC, **Articles of Organization** from the Secretary of the Commonwealth

**Change of Corporate Structure**

- Payment Receipt
- Monetary Transmittal Form
- DOR Certificate of Good Standing
- DUA Certificate of Compliance
- Change of Corporate Structure Application
- Vote of the Entity
- Business Structure Documents
  - If Sole Proprietor, **Business Certificate**
  - If partnership, **Partnership Agreement**
  - If corporation or LLC, **Articles of Organization** from the Secretary of the Commonwealth

**1. BUSINESS ENTITY INFORMATION**

Entity Name	Municipality	ABCC License Number
CAPE PROVISIONS LLC	TRURO	[REDACTED]

Please provide a narrative overview of the transaction(s) being applied for.

CHANGE OF DBA

**APPLICATION CONTACT**

The application contact is the person who should be contacted with any questions regarding this application.

Name	Title	Email	Phone
GARRISON S CLOUD	OWNER	[REDACTED]	[REDACTED]

**2 . CHANGES TO BUSINESS ENTITIY INFORMATION**

<b>2a. Change of Corporate Name</b>	Last-Approved Corporate Name:	<input type="text"/>
	Requested New Corporate Name:	<input type="text"/>
<b>2b. Change of DBA</b>	Last-Approved DBA:	JAMS MARKET
	Requested New DBA:	TRURO GENERAL STORE
<b>2c. Change of Corporate Structure</b>	Last-Approved Corporate Structure	<input type="text"/>
LLC, Corporation, Sole Proprietor, etc	Requested New Corporate Structure	<input type="text"/>

Signature:

Date: 3/22/2023

Title: OWNER



**APPLICANT'S STATEMENT**

I, SCOTT CLOUD the:  sole proprietor;  partner;  corporate principal;  LLC/LLP manager  
Authorized Signatory

of CAPE PROVISIONS LLC  
Name of the Entity/Corporation

hereby submit this application (hereinafter the "Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (the "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

I do hereby declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application, and as such affirm that all statements and representations therein are true to the best of my knowledge and belief. I further submit the following to be true and accurate:

- (1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;
- (2) I state that the location and description of the proposed licensed premises are in compliance with state and local laws and regulations;
- (3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;
- (4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the ownership as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;
- (5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;
- (6) I understand that all statements and representations made become conditions of the license;
- (7) I understand that any physical alterations to or changes to the size of the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;
- (8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and
- (9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.
- (10) I confirm that the applicant corporation and each individual listed in the ownership section of the application is in good standing with the Massachusetts Department of Revenue and has complied with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting of child support.

Signature: 

Date: 3/22/2023

Title: OWNER

**ENTITY VOTE**

The Board of Directors or LLC Managers of  Entity Name

duly voted to apply to the Licensing Authority of  and the City/Town

Commonwealth of Massachusetts Alcoholic Beverages Control Commission on  Date of Meeting

For the following transactions (Check all that apply):

- Change Corporate Name
- Change Corporate Structure (i.e. Corp / LLC)
- Change of DBA
- Other

“VOTED: To authorize  Name of Person

to sign the application submitted and to execute on the Entity's behalf, any necessary papers and do all things required to have the application granted.”

A true copy attest,

  
Corporate Officer /LLC Manager Signature

Scott Cloud  
(Print Name)

For Corporations ONLY

A true copy attest,

\_\_\_\_\_  
Corporation Clerk's Signature

\_\_\_\_\_  
(Print Name)





# TOWN OF TRURO

Office of the Town Clerk  
Form 1001C

Office of Town Clerk  
Paid \$ 30.00  
MAR 23 2023  
Received TOWN OF TRURO  
B: [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 Clouck      35 EPANOW Rd  
EASTHAM MA 02642

Signature: [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 Public

Notary Seal/Stamp

My Commission expires: \_\_\_\_\_

### 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 02666

Attest:

[Signature]  
Town of Truro, Town Clerk



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]  
Signature  
Scott Cloud  
Printed Name

3/9/23  
Date  
owner  
Title

Additional Information:

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

**CHANGE OF CORPORATE NAME**

**LLA Certification**  
**\$200 fee via ePay**  
**Monetary Transmittal Form**  
**DOR Certificate of Good Standing**  
**DUA Certificate of Compliance**  
**Change of Corporate Name Application**  
**Vote of the Entity**  
**Business Structure Documents**  
If Sole Proprietor, **Business Certificate**  
If partnership, **Partnership Agreement**  
If corporation or LLC, **Articles of Organization** from the Secretary of the Commonwealth  
*Please Note: You may be requested to submit additional supporting documentation if necessary.*

**Change of DBA**

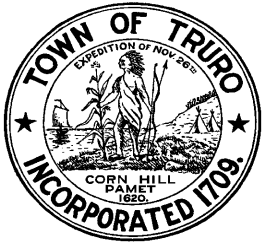
**LLA Certification**  
**No Fee**  
**Monetary Transmittal Form**  
**Change of DBA Application**  
**Vote of the Entity**  
**Business Certificate**

**Change of Hours**

**LLA Certification**  
**No Fee**  
**No Fee Monetary Transmittal Form**  
**Vote of Corporate Board for the Change**

**CHANGE OF PLEDGE OF LICENSE, STOCK OR INVENTORY**

**LLA Certification**  
**\$200 fee via ePay**  
**Monetary Transmittal Form**  
**DOR Certificate of Good Standing**  
**DUA Certificate of Compliance**  
**Change of Pledge of License,  
Stock or Inventory Application**  
**Vote of the Entity**  
**Pledge documentation**  
**Promissory note**  
*Please Note: You may be requested to submit additional supporting documentation if*



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Nicole Tudor, Executive Assistant on behalf of Tony Pasquale, Terra Luna Restaurant

**REQUESTED MEETING DATE:** April 11, 2023

**ITEM:** Approval of Temporary Outdoor Dining Area – Terra Luna Restaurant, 104 Shore Rd

**EXPLANATION:** Anthony Pasquale, Owner and Manager of Terra Luna Restaurant, is requesting the use of outdoor space at Terra Luna Restaurant, located at 104 Shore Rd for food and all alcohol service per the Town policy regarding temporary outdoor dining areas. March 29, 2023 Governor Healey signed into law “An Act making appropriations for fiscal year 2023 to provide for supplementing certain existing appropriations and for certain other activities and projects.” [Bill H.58 \(malegislature.gov\)](https://malegislature.gov/Bills/2023/H/058)

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

**IMPACT IF NOT APPROVED:** Terra Luna restaurant would be limited to indoor occupancy only.

**SUGGESTED ACTION:**

1. **MOTION TO** *approve the temporary outdoor dining area request by Anthony Pasquale on behalf of Stostef Inc. dba Terra Luna Restaurant for the use of the outdoor space near the front entrance, side entrance by the kitchen door, and side yard of Terra Luna Restaurant located at 104 Shore Rd for food and all alcohol service per the Town of Truro’s policy regarding temporary outdoor dining areas adopted in accordance with COVID-19 Order No. 35 and HB 4650 subject to the following condition(s) and submission to the Alcoholic Beverages Control Commission:*
  - 1) *Favorable review, as indicated by the process, by Town Staff.*
  - 2) *With total occupancy limited to 54 people.*
  - 3) *The use of outdoor space shall end April 1, 2024.*
  - 4) *No amplified music is permitted in the outside area.*

**ATTACHMENTS:**

1. Email Request from Owner
2. Advisory regarding LLA Approval of Patio

## Consent Agenda Item: 8E1

**From:** [Tony Pasquale](#)  
**To:** [Nicole Tudor](#)  
**Subject:** Re: Terra Luna- Request for Expanded Patio Service  
**Date:** Thursday, April 6, 2023 9:27:35 AM

---

Yessiree! Correctamundo!

Sent from my iPhone

On Apr 5, 2023, at 11:09 AM, Nicole Tudor <[ntudor@truro-ma.gov](mailto:ntudor@truro-ma.gov)> wrote:

Hi Tony,

Would you kindly put in an email to me your desire again for this year to extend your on-premise seasonal pouring to the outdoor area for your 2023 seasonal alcohol license in regards to the attached notice from the ABCC regarding the recent MA legislation [Bill H.58 \(malegislature.gov\)](#).

Your email will be a part of your request in the Select Board packet for review on April 11<sup>th</sup>.  
Your email address will be redacted.

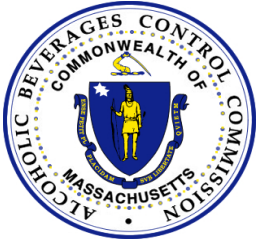
Thank you, Nicole



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

<2nd outdoor dining date extension advisory.pdf>

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you



*Commonwealth of Massachusetts*  
*Alcoholic Beverages Control Commission*  
*95 Fourth Street, Suite 3*  
*Chelsea, Massachusetts 02150*  
*Tel. (617) 727-3040*  
*Fax: (617) 727-1510*

**Jean M. Lorizio, Esq.**  
Chairman

**ALCOHOLIC BEVERAGES CONTROL COMMISSION ADVISORY**  
**REGARDING THE SECOND FURTHER EXPANSION OF PATIO SERVICE AND**  
**TAKEAWAY/DELIVERY OF ALCOHOL BY ON-PREMISES LICENSEES**

On March 29, 2023, Governor Maura Healey signed into law “An Act making appropriations for the Fiscal Year 2023 to provide for supplementing certain existing appropriations and for certain other activities and projects.” The text of the legislation can be found [HERE](#).

An amendment to this Act extends permitting licensees for on-premises consumption to continue with (1) expanded patio service and (2) extends the ability to sell alcoholic beverages for takeaway and delivery:

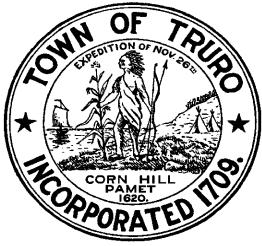
**Patios/Outdoor Expansions:** licensees that have been approved for expanded patio/outdoor service may continue their outdoor operations until April 1, 2024.

Licensees that seek to continue patio/outdoor service after April 1, 2024, are encouraged to apply in the ordinary course for an alteration of premises with their local licensing authorities. Otherwise, these amended licenses automatically revert to the status prior to the approval of the expansion of outdoor service as of April 1, 2024.

**Takeaway/delivery of alcohol:** establishments licensed for on-premises consumption of alcohol may continue takeaway and delivery sales of alcohol until April 1, 2024. All alcohol sold for takeaway/delivery must be sold with food and at the same price as alcohol for on-premises consumption.

As always, all licensees must ensure that they comply with the laws of the Commonwealth of Massachusetts, and that sales of alcoholic beverages take place only as authorized by federal, state, and local law. All questions should be directed to the ABCC Executive Director Ralph Sacramone at [rsacramone@tre.state.ma.us](mailto:rsacramone@tre.state.ma.us) or (617) 727-3040 x 731.

(Issued March 30, 2023)



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Nicole Tudor, Executive Assistant on behalf of Ave Rosenthal, Owner, and Manager, Avenue D, Inc.

**REQUESTED MEETING DATE:** April 11, 2023

**ITEM:** Approval of Temporary Outdoor Dining Area – Avenue D (wine/malt bar), 14 Truro Center Road Unit C

**EXPLANATION:** Avenue D wine and malt license is before the Board for a request for the ability to use the deck at the rear of the property for food and wine/malt service per the Town policy regarding temporary outdoor dining areas. March 29, 2023, Governor Healey signed into law “An Act making appropriations for fiscal year 2023 to provide for supplementing certain existing appropriations and for certain other activities and projects.” [Bill H.58 \(malegislature.gov\)](https://malegislature.gov/Bills/2023/58)

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

**IMPACT IF NOT APPROVED:** The Avenue D wine/malt bar was limited to indoor occupancy only.

**SUGGESTED ACTION:**

1. **MOTION TO** *approve the temporary outdoor dining area request by Ave Rosenthal on behalf of Avenue D, Inc. for the use of the deck at the rear of the Avenue D wine/malt bar located at 14 Truro Center Road Unit C for food and wine/malt service per the Town of Truro’s policy regarding temporary outdoor dining areas adopted in accordance with Covid-19 Order 35 and HB 4650 subject to the following condition(s) and submission to the Alcoholic Beverages Control Commission:*
  - 1) *Favorable review, as indicated by the process, by Town Staff.*
  - 2) *With an occupancy of 10-12 inside, 8-10 maximum outside, total occupancy is limited to 17 people.*
  - 3) *The use of outdoor deck space shall end April 1, 2024.*
  - 4) *No amplified music is permitted on the deck area.*

**ATTACHMENTS:**

1. Email Request from Owner
2. Advisory regarding LLA Approval of Patios

**From:** [Avé Denise](#)  
**To:** [Nicole Tudor](#)  
**Subject:** Re: Avenue D- Request for Expanded Patio Service  
**Date:** Wednesday, April 5, 2023 1:34:37 PM

---

Hi Nicole,

I would like to extend the on-premise seasonal pouring license for Avenue D Inc to the outdoor deck area for the 2023 seasonal alcohol license, according to the MA legislation Bill H.58.

Thank you.

Avé D Rosenthal  
President  
Avenue D Inc.  
14 C Truro Center Rd.  
Truro, MA

On Apr 5, 2023, at 11:07 AM, Nicole Tudor <[ntudor@truro-ma.gov](mailto:ntudor@truro-ma.gov)> wrote:

Hi Ave,

Would you kindly put in an email to me your desire again for this year to extend your on-premise seasonal pouring to the outdoor deck area for your 2023 seasonal alcohol license in regards to the attached notice from the ABCC regarding the recent MA legislation [Bill H.58 \(malegislature.gov\)](#).

Your email will be a part of your request in the Select Board packet for review on April 11<sup>th</sup>.

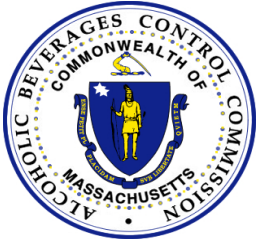
Your email address will be redacted.

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





*Commonwealth of Massachusetts  
Alcoholic Beverages Control Commission  
95 Fourth Street, Suite 3  
Chelsea, Massachusetts 02150  
Tel. (617) 727-3040  
Fax: (617) 727-1510*

Jean M. Lorizio, Esq.  
Chairman

**ALCOHOLIC BEVERAGES CONTROL COMMISSION ADVISORY  
REGARDING THE SECOND FURTHER EXPANSION OF PATIO SERVICE AND  
TAKEAWAY/DELIVERY OF ALCOHOL BY ON-PREMISES LICENSEES**

On March 29, 2023, Governor Maura Healey signed into law “An Act making appropriations for the Fiscal Year 2023 to provide for supplementing certain existing appropriations and for certain other activities and projects.” The text of the legislation can be found [HERE](#).

An amendment to this Act extends permitting licensees for on-premises consumption to continue with (1) expanded patio service and (2) extends the ability to sell alcoholic beverages for takeaway and delivery:

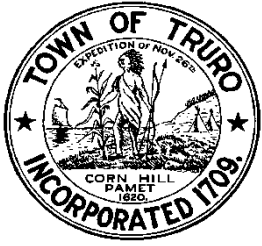
**Patios/Outdoor Expansions:** licensees that have been approved for expanded patio/outdoor service may continue their outdoor operations until April 1, 2024.

Licensees that seek to continue patio/outdoor service after April 1, 2024, are encouraged to apply in the ordinary course for an alteration of premises with their local licensing authorities. Otherwise, these amended licenses automatically revert to the status prior to the approval of the expansion of outdoor service as of April 1, 2024.

**Takeaway/delivery of alcohol:** establishments licensed for on-premises consumption of alcohol may continue takeaway and delivery sales of alcohol until April 1, 2024. All alcohol sold for takeaway/delivery must be sold with food and at the same price as alcohol for on-premises consumption.

As always, all licensees must ensure that they comply with the laws of the Commonwealth of Massachusetts, and that sales of alcoholic beverages take place only as authorized by federal, state, and local law. All questions should be directed to the ABCC Executive Director Ralph Sacramone at [rsacramone@tre.state.ma.us](mailto:rsacramone@tre.state.ma.us) or (617) 727-3040 x 731.

(Issued March 30, 2023)



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Licensing Department

**REQUESTOR:** Nicole Tudor, Executive Assistant

**REQUESTED MEETING DATE:** April 11, 2023

**ITEM:** Review and Approve Temporary Revised 2023 Seasonal Alcohol License-Terra Luna Restaurant, 104 Shore Rd

**EXPLANATION:** Every March the review and approval of the Seasonal alcohol licenses come before the Local Licensing Authority, the Select Board, for restaurants and package stores for an opening date that can commence April 1<sup>st</sup> and run until January 15. Terra Luna Restaurant Seasonal All Alcohol license was approved on March 28<sup>th</sup>.

The Terra Luna Restaurant alcohol license is before the Board for revision of the license for the outdoor area. The owner is proposing the sale and service of alcohol near the front entrance (2-four top tables) and side entrance by the kitchen door (4-two top tables) and side yard (1-6-person table).

The temporary revised alcohol license is in accordance with the Policy of the Truro Select Board Temporary Outdoor Dining Areas and in Accordance with Covid-19 Order No. 35 and [Bill H.58 \(malegislature.gov\)](#).

**IMPACT IF NOT APPROVED:** The temporary revised seasonal alcohol license will not be approved for the sale and service of all alcohol in the approved outdoor area by the Local Licensing Authority for submission to the Alcohol Beverages Control Commission (ABCC). The Licensee could appeal to the Alcohol Beverages Control Commission Board.

**SUGGESTED ACTION:** *MOTION TO approve the 2023 temporary revised seasonal alcohol license for the outdoor sale and service of all alcohol for Terra Luna Restaurant 104 Shore Rd with an occupancy limit of 54.*

**ATTACHMENTS:**

1. ABCC Seasonal License Holder's Application
2. 2022 Temporary License with Extension of Outdoor Area



**Commonwealth Of Massachusetts  
Alcoholic Beverages Control Commission**

Jean M. Lorzio, Esq.  
Commission Chairman

**2023  
Retail License Renewal**

License Number: 00018-RS-1292

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  
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.**



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All Rights Reserved

# LICENSE ALCOHOLIC BEVERAGES

THE LICENSING BOARD OF

The TOWN.....of TRURO.....

MASSACHUSETTS

HEREBY GRANTS A

## COMMON VICTUALER

License to Expose, Keep for Sale, and to Sell

**All Kinds of Alcoholic Beverages**

**To Be Drunk On the Premises**

To STOSTEF, Inc., dba Terra Luna Restaurant.....

Anthony J. Pasquale, Manager.....

on the following described premises

Temporary Outdoor use area by front entrance, side yard and by kitchen door\*.....

Total occupancy limit of 54 people. One story building with dining rooms, located at 104 Route 6A.....

\*In accordance with MA HB 192/4650.....

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires January 15th 2023., unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this 12th.....day of April.....2022..

The Hours during which Alcoholic Beverages may be sold are

From.....

Monday-Saturday.....

10:00am-10:00pm.....

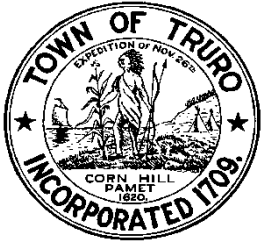
Sunday 12:00pm-10:00pm....

ABCC LIC: #00018-RS-1292.....

*[Handwritten signatures]*  
.....  
.....  
.....  
.....

LICENSING BOARD

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



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Licensing Department

**REQUESTOR:** Nicole Tudor, Executive Assistant

**REQUESTED MEETING DATE:** April 11, 2023

**ITEM:** Renewal of 2023 Seasonal Alcohol License- Avenue D (14 Truro Center Rd Unit C)

**EXPLANATION:** Every March the review and approval of the Seasonal alcohol licenses come before the Local Licensing Authority, the Select Board, for restaurants and package stores for an opening date that can commence April 1<sup>st</sup> and run until January 15.

The Avenue D alcohol license is before the Board for revision of the license to include the rear deck at 14 Truro Center Rd. The temporary revised alcohol license is in accordance with the Policy of the Truro Select Board Temporary Outdoor Dining Areas and in Accordance with Covid-19 Order No. 35 and [Bill H.58 \(malegislature.gov\)](https://malegislature.gov/Bills/2023/H/058).

**IMPACT IF NOT APPROVED:** The Seasonal Alcohol License will not include the additional extension of premises to include the outdoor deck area.

**SUGGESTED ACTION:**

*MOTION TO approve the 2023 temporary seasonal alcohol license for the outdoor sale and service of wine and malt for Avenue D 14 Truro Center Rd with an occupancy limit of 17.*

**ATTACHMENTS:**

1. ABCC Seasonal License Holder's Application
2. 2022 Temporary License with Extension of Outdoor Area



Commonwealth Of Massachusetts  
Alcoholic Beverages Control Commission

Jean M. Lorizio, Esq.  
Commission Chairman

2023  
Retail License Renewal

License Number: 04845-RS-1292

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.





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All Rights Reserved

# LICENSE ALCOHOLIC BEVERAGES

THE LICENSING BOARD OF

The.....Town.....of.....Truro.....

MASSACHUSETTS

HEREBY GRANTS A

## COMMON VICTUALER

License to Expose, Keep for Sale, and to Sell

Wines and Malt Beverages

**To Be Drunk On the Premises**

To Avenue D, Inc. dba Avenue D .....

Ave D. Rosenthal, Manager .....

on the following described premises

The premises is on one floor. Main room (660 Sq ft) with banquettes, and bar area. Temporary use of the outside deck area which is 15x29 sq.ft. in accordance with MA HB 192/4650.....

Maximum total occupancy is 17. No amplified music is permitted on the deck area.....

One Entrance, One Exit, Located at 14 Truro Center Road, Unit C, Truro. ....

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires January 15th 2023., unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this 12th day of April 2022 .....

The Hours during which Alcoholic Beverages may be sold are

From .....

Monday-Saturday .....

3:00PM-10:00PM .....

Sunday 3:00PM-10:00PM .....

ABCC LIC# 04845-RS-1292 .....

LICENSING BOARD

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

Select Board Meeting Minutes

February 28, 2023, Regular Meeting

Via GoToMeeting Platform

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

Select Board Members Absent: Stephanie Rein-Member

Others Present: Darrin Tangeman-Town Manager, Kelly Clark-Assistant Town Manager, Town Clerk Kaci Fullerton, DPW Director Jarrod Cabral, Finance Director Alex Lessin, Town Planner and Land Use Counsel Barbara Carboni, Town Counsel Katie Klein, Kristi Wageman-Manager at Captain's Choice, Liam Luttrell Rowland-Owner of Salty Market, Marissa Jackson-Right of Way Agent for Eversource Energy, Kristy Senatori-Cape Cod Commission Executive Director, Kevin Grunwald-Cape Cod Commission Member, Sallie Tighe-Truro Human Services Committee Member, Sarah Colvin-Cape Cod Commission Communications Manager, Carol Santos-Applciant for Cape Cod National Seashore Advisory Commission, Planning Board Chair Anne Greenbaum, Charter Review Chair Nancy Medoff, Joan Holt-Voter, Ron Fichtner

Chair Reed called the meeting to order at 5:00 pm. Chair Reed introduced the Members and Town staff present.

**PUBLIC COMMENT**

Chair Reed recognized Ron Fichtner, not a Truro registered voter, who commented on the proposed new DPW Facility and requested a review of the proposed project with three recommendations.

Chair Reed recognized DPW Director Cabral who reminded the public that on Wednesday, March 8, 2023, at 5 pm, there will be a public event at the Community Center to discuss the Mill Pond Project and DPW's Feasibility Updated Cost Analysis. The event should last about three hours to include presentations, comments, and questions.

DPW Director Cabral added that starting this Friday, and every Friday until March 24, 2023, from 2 pm to 4 pm, he will be available for "Open Hours" at the Community Center to answer any questions the public may have about the Mill Pond Project or the DPW's Feasibility Study.

Chair Reed recognized Joan Holt, a Truro resident, who commented on projected coastal flooding in Truro due to sea level rise. Ms. Holt requested that the Select Board establish a task force to address the projected flooding in specific areas south and north of Pamet Harbor.

**PUBLIC HEARINGS**

A. Captain's Choice, 4 Highland Road, Application for a Seasonal Entertainment License



Chair Reed opened the public hearing and read the public hearing notice. Chair Reed recognized Town Manager Tangeman who provided an update on this license application (weekday license) prior to Ms. Wageman's presentation. Chair Reed, with input from Town staff, explained to Ms. Wageman the procedural process for the application approval in this matter as required under Massachusetts General Law. There were no public comments or questions on this matter.

**Member Dundas made a motion to close the hearing.**

**Member Areson seconded the motion.**

**Roll Call Vote:**

**Vice Chair Weinstein - Aye**

**Member Dundas – Aye**

**Member Areson - Aye**

**Chair Reed – Aye**

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

**Chair Reed made a motion to approve a 2023 annual weekday entertainment license for Captain's Choice with a start time of 3 pm and an end time of 5 pm.**

**Member Dundas seconded the motion.**

**Roll Call Vote:**

**Vice Chair Weinstein - Aye**

**Member Dundas – Aye**

**Member Areson - Aye**

**Chair Reed – Aye**

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

Chair Reed invited Ms. Wageman to appear at the next Select Board meeting to review a yet to be submitted 2023 annual weekend entertainment license for Captain's Choice.

B. Salty Market Farmstand, Inc. Change of Classification Alcohol License, 2 Highland Road

Chair Reed opened the public hearing and read the public hearing notice. Chair Reed recused herself from voting on this matter. Mr. Rowland presented the reasons for the license.

Assistant Town Manager Clark clarified and replied to a question from Vice Chair Weinstein regarding "off premise" that was included in the Applicant's request for a license.

Chair Reed asked if anyone from the public had any questions or comments and there were none.

**Member Dundas made a motion to close the hearing.**

**Vice Chair Weinstein seconded the motion.**

**Roll Call Vote:**

**Member Areson – Aye**

**Member Dundas – Aye**

**Vice Chair Weinstein – Aye**

**Chair Reed – Aye**

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

Chair Reed turned over the meeting to Vice Chair Weinstein for the vote on the Applicant's application.

**Member Dundas made a motion to approve the application in this matter.**

**Member Areson seconded the motion.**

**Roll Call Vote:**

**Member Areson – Aye**

**Member Dundas – Aye**

**Vice Chair Weinstein – Aye**

**Chair Reed – Abstained**

**So voted, 3-0-1, motion carries.**

C. Eversource Energy Petition for 81 South Pamet Road

Chair Reed opened the public hearing and read the public notice. Chair Reed recognized Ms. Jackson who presented the reasons for the application.

Members and Ms. Jackson discussed the need for an officer onsite for the project.

Chair Reed asked if anyone from the public had any questions or comments and there were none.

**Member Dundas made a motion to close the hearing.**

**Vice Chair Weinstein seconded the motion.**

**Roll Call Vote:**

**Member Areson – Aye**

**Member Dundas – Aye**

**Vice Chair Weinstein – Aye**

**Chair Reed – Aye**

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

**Vice Chair Weinstein made a motion to approve the application in this matter.**

**Member Dundas seconded the motion.**

**Roll Call Vote:**

**Member Areson – Aye**

**Member Dundas – Aye**

**Vice Chair Weinstein – Aye**

**Chair Reed – Aye**

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

### **INTRODUCTION TO NEW EMPLOYEES**

None

### **STAFF/COMMITTEE UPDATES**

A. Cape Cod Commission Update

Presenters: Kristy Senatori, Cape Cod Commission Executive Director and Kevin Grunwald, Truro Representative to the Cape Cod Commission

Prior to Ms. Senatori's presentation, Chair Reed received unanimous support from the Members to move this agenda item forward to be respectful of Ms. Senatori's time before conducting the next agenda item.

Chair Reed recognized Ms. Senatori who thanked Mr. Grunwald and Ms. Sallie Tighe for their hard work. Ms. Senatori provided a high-level overview to the Members highlighting water quality, climate change, and housing.

Chair Reed recognized Mr. Grunwald thanked Ms. Senatori for her kind words and commented on how well the Cape Cod Commission operates.

Chair Reed recognized Ms. Tighe who commented that Ms. Senatori does phenomenal work in her role.

Ms. Senatori and Members briefly discussed freshwater initiatives and the inadequate internet service throughout Barnstable County.

Chair Reed recognized Ms. Colvin who encouraged the public to stay informed by following the Cape Cod Commission's social media accounts.

Members unanimously thanked Ms. Senatori and her staff for their great work.

Chair Reed asked if there were any members of the public who wanted to comment and there were none.

Ms. Senatori thanked the Members for their support and departed the meeting.

#### **BOARD/COMMITTEE/COMMISSION APPOINTMENTS**

A. Interview and Appoint Cape Cod National Seashore Advisory Commission Truro Representative Vacancy

Applicants: Susan Areson, Carol Santos, Robert Weinstein

Chair Reed announced that she had received a letter from the National Seashore with an invitation to the Select Board to nominate two individuals for consideration in appointing one voting member and one voting alternate member. Chair Reed stated that due to Member Rein's absence, Member Areson and Vice Chair Weinstein would need to vote on each other's application as well as Ms. Santos' application. Chair Reed added that the interview questions would be the Select Board's approved standardized questions.

Chair Reed interviewed the Applicants in the following order: Member Areson, Ms. Santos, and Vice Chair Weinstein.

**Chair Reed made a motion to nominate Bob Weinstein as a voting member to the Cape Cod National Seashore Advisory Commission for a 2-year term.**

**Member Dundas seconded the motion.**

**Roll Call Vote:**

**Member Areson – Aye**  
**Member Dundas – Aye**  
**Vice Chair Weinstein – Aye**  
**Chair Reed – Aye**  
**So voted, 4-0-0, motion carries.**

**Chair Reed made a motion to nominate Sue Areson as an alternate voting member to the Cape Cod National Seashore Advisory Commission for a 2-year term.**

**Member Dundas seconded the motion.**

**Roll Call Vote:**

**Member Areson – Aye**  
**Member Dundas – Aye**  
**Vice Chair Weinstein – Aye**  
**Chair Reed – Aye**  
**So voted, 4-0-0, motion carries.**

After the vote, Chair Reed thanked Ms. Santos for her application and encouraged her to remain active in the Truro community as there would be other opportunities for her to serve on other commissions and committees. Ms. Santos thanked the Members and congratulated Vice Chair Weinstein and Member Areson before departing the meeting.

#### **TABLED ITEMS**

None

#### **SELECT BOARD ACTION**

A. Discussion and Appointment of a Select Board Representative to the Financial Policies Working Group  
Presenter: Alex Lessin, Finance Director: Treasurer/Collector

Chair Reed recognized Finance Director Lessin who presented the necessity of this appointment and provided an overview of the Financial Policies Working Group. Member Areson expressed interest in the role and Members voiced their support.

**Chair Reed made a motion to appoint Member Areson as the Select Board Representative to the Financial Policies Working Group.**

**Member Dundas seconded the motion.**

**Roll Call Vote:**

**Member Areson – Aye**  
**Member Dundas – Aye**  
**Vice Chair Weinstein – Aye**  
**Chair Reed – Aye**  
**So voted, 4-0-0, motion carries.**

B. Discussion and Possible Approval of Vote by Mail Option  
Presenter: Kaci Fullerton, Town Clerk

Chair Reed recognized Town Clerk Fullerton who presented on the Vote by Mail Option to include the projected costs to include postage and the rate of \$15/hour for an hourly assistant to help with counting ballots.

Members discussed the following highlighted topics with Town Clerk Fullerton: the size of the communities in Massachusetts which opted out of the vote by mail option and the clarification of what would be voted on tonight.

Members agreed unanimously not to opt out of the voting by mail option so there was no need to schedule a public hearing on the matter.

Chair Reed recognized Ms. Holt who stated that she appreciated the Members' support for the voters.

**Member Dundas made a motion to continue to offer Truro vote by mail option for local elections. Vice Chair Weinstein seconded the motion.**

**Roll Call Vote:**

**Member Areson – Aye**

**Member Dundas – Aye**

**Vice Chair Weinstein – Aye**

**Chair Reed – Aye**

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

C. Preliminary Review and Discussion of 2023 Annual Town Meeting Articles and Discussion on Fall 2023 Special Town Meeting  
Presenter: Darrin Tangeman, Town Manager

Chair Reed suggested an overview of this agenda item tonight with the Members as there was a Member absent this evening. Members agreed with Chair Reed's assessment for the need of a fall Town Meeting.

Chair Reed recognized Town Manager Tangeman who highlighted the most important Articles from the Town staff's perspective. Members had no comments after Town Manager Tangeman presented his list.

Chair Reed announced that Town staff had the guidance to schedule a fall Town Meeting and dates will be discussed further with input from the Town Moderator and citizens.

D. Review and Approve Herring River Intermunicipal Agreement  
Presenters: Katie Klein, Town Counsel and Darrin Tangeman, Town Manager

Town Manager Tangeman and Town Counsel Klein provided an update on the IMA which had been previously approved by the Members.

**Member Dundas made a motion to electronically approve the Herring River Intermunicipal Agreement between Truro and Wellfleet with attachments.**

**Member Areson seconded the motion.**

**Roll Call Vote:**

**Member Areson – Aye**

**Member Dundas – Aye**

**Vice Chair Weinstein – Aye**  
**Chair Reed – Aye**  
**So voted, 4-0-0, motion carries.**

E. Discussion and Possible Approval of Vote to Eliminate Chair Comments on Applications to Serve  
Presenters: Barbara Carboni, Town Planner and Land Use Counsel and Darrin Tangeman, Town Manager

Due to Member Rein's absence and Town Planner/Land Use Counsel Carboni's required attendance at a Wellfleet Select Board meeting within the hour, Chair Reed announced that this agenda item will be a discussion only this evening with no votes. A continued discussion and possible vote at an upcoming meeting. No Members voiced opposition to this decision.

Town Manager Tangeman presented background and the intent to eliminate the Chair comments on Applications to Serve as it may be perceived as "*ex parte*" communications. Members discussed the following highlighted topics: eliminating the Chair comments, change the language to allow the applicants to speak to either the Chair or a member of a board/committee/commission during the process to learn about the duties, time commitment and focus of the board/committee/commission, and develop language clarity among the appointing authority and board/committee/commission Chairs.

Chair Reed recognized Chair Greenbaum who commented on the distinction between appointed boards and elected boards as well as the differences to fill a vacancy on an elected board and an appointed board. Chair Greenbaum commented that it was very beneficial to applicants to be able to have discussions with a Chair of a board/committee/commission on which an applicant had an interest to serve.

Chair Reed recognized Chair Medoff who commented on the importance of an applicant speaking to a Chair and it was also telling if an applicant did not speak to a Chair or anyone serving on a board/committee/commission to which the applicant had applied.

### **CONSENT AGENDA**

A. Review/Approve and Authorize Signature:

1. Route 6 Resurfacing Project Letter to MassDOT

B. Review and Approve: Savory & the Sweet Escape-Common Victualer, Top Mast Café-Common Victualer

C. Review and Approve Select Board Minutes: Select Board Regular Meeting Minutes of 1.10.2023; Budget Task Force Minutes of 1.10.2023; Select Board Regular Meeting Minutes of 12.13.2022; Select Board Meeting Minutes of 11.15.2022

Member Areson had corrections for the minutes on 1/10/2023 regarding firefighter/paramedics, license(d) missing "d", and the term "daycare" should be "pre-K program", and the paragraph in which Member Areson spoke about the "Walsh Committee" should be corrected to the "Local Comprehensive Plan Committee".

Member Areson also had a correction for the 12/13/2022 minutes, on page 2, as "alternative" should be corrected to "alternate".

Town Manager Tangeman also noted that “Regional Ambulatory Plan” should be corrected to “Regional Ambulance Plan”.

**Vice Chair Weinstein made a motion to approve the Consent Agenda as printed in the packet with Member Areson’s editorial corrections.**

**Member Dundas seconded the motion.**

**Roll Call Vote:**

**Vice Chair Weinstein - Aye**

**Member Dundas – Aye**

**Member Areson - Aye**

**Chair Reed – Aye**

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

### **SELECT BOARD REPORTS/COMMENTS**

Member Dundas commended the DPW’s efforts and Town staff for the remediation effort at the North Jetty and breakthrough. He recently visited the site with ZBA Vice Chair Chris Lucy. Member Dundas has spoken informally with individuals regarding water and he will speak more with Town staff. Member Dundas will follow up with Members later. The Conservation Commission will appoint a new Chair and the Conservation Commission’s agenda is set up for this coming spring. More information to follow. Member Dundas closed by noting his appreciation for all the work being done by the ZBA and the Planning Board for which he serves as a liaison.

Member Areson commented that she is the liaison to the Pamet Harbor Commission and updated the Members regarding the removal of the barriers and piping around the North Jetty and breakthrough. Member Areson said that the Town is still waiting for the date of the one day dredging of the channel and approach. Member Areson thanked the Truro Central School Family Group for the survey that they did and sent the results to the Members. Member Areson requested that she would like to add the Appointment Policy to a future agenda to address language changes and also add a section on Alternates who serve on boards. Member Areson also suggested that Members resume in-person Select Board hours at locations such as the Community Center or Library.

Vice Chair Weinstein briefly thanked colleagues for their support for his appointment as a voting member to the Cape Cod National Seashore Advisory Commission and he supported Member Areson’s suggestion of resuming in-person Select Board hours.

Chair Reed said that since the in-person Select Board hours topic was not on tonight’s agenda, this topic will be added on a future agenda. Members may decide individually if they would like to conduct in-person Select Board hours until it is discussed at an upcoming meeting. Chair Reed added that she will take everyone’s recommendations and comments made tonight about the Appointment Policy and application. Chair Reed concluded that she had nothing else to report.

### **TOWN MANAGER REPORT**

Town Manager Tangeman reported to the Members that the Council on Aging has accepted offers for all open positions and these are great individuals who will join the Town staff.

Town Manager Tangeman also noted that the Town staff is exploring a number of contingencies and alternate options regarding the ALS transport and a possible extension of the contract with Lower Cape Ambulance Association. A cost benefit analysis will be presented to the Select Board within the next two weeks.

Town Manager Tangeman also noted the importance of updating several Town policies to include an example that there is a requirement that the Town Manager interview every candidate selected for interviews. Town Manager Tangeman commented that this practice is antiquated and inefficient. Recommended updates to Town policies will be presented to the Members at a future meeting.

Town Manager Tangeman then reviewed the agenda for the meeting on March 7, 2023.

Chair Reed reminded the Members and public that there will be a hybrid (in-person and remote) meeting on Wednesday, March 8, 2023, at the Community Center to discuss the Mill Pond Salt Marsh Restoration Project and the proposed DPW Facility.

**Vice Chair Weinstein made a motion to adjourn at 7:52 pm.**

**Member Dundas seconded the motion.**

**Roll Call Vote:**

**Vice Chair Weinstein - Aye**

**Member Dundas – Aye**

**Member Areson - Aye**

**Chair Reed – Aye**

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

Respectfully submitted,



Alexander O. Powers

Board/Committee/Commission Support Staff

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

### **Public Records Material Attachments**

Legal Notice

Memorandum from Manager Kristi Wageman and Application for Seasonal Entertainment License

Public Hearing Notice

Public Hearing Notice

Application for Classification Change

Memorandum from Police Chief

Eversource Memorandum and Email

Petition for Underground Cable and Conduit Locations

Form of Order for Underground Cable and Conduit Locations



Certified Abutters List  
Eversource Plan  
Stamped Public Hearing Notice  
CCNS Representative Request Letter  
Application to Serve – Susan Areson  
Application to Serve – Carole Santos  
Application to Serve – Robert Weinstein  
Planning for Town Elections Document  
Election Advisory 22-01; Election Law Changes  
Opt Out Vote by Mail Poll  
Citizen’s Petition-Community Livability and Sustainability Article  
Citizen’s Petition-Comprehensive Out-of-School Program  
Citizen’s Petition-Dog Restraint Regulations  
Citizen’s Petition-Mill Pond Restoration Project  
Citizen’s Petition-Zoning Bylaw Amendment Sec 50-2-B-2  
Citizen’s Petition-Proposed Charter Change to amend Section 5-4-2  
Draft Preliminary Articles for 2023 Town Meeting  
FY2023 Select Board Goals and Objectives  
Herring River IMA  
Printout of Online Application to Serve on a Board or Committee  
Draft Letter to MassDOT  
Renewal Application for 2023: Savory and the Sweet Escape  
Renewal Application for 2023: Top Mast Café