



Truro Board of Selectmen Meeting

Tuesday, June 12, 2018

Regular Meeting - 5:00pm

Truro Town Hall - 24 Town Hall Road

1. PUBLIC COMMENT

- A. Open the Regular Meeting
- B. Public Comment Period - *The Commonwealth's Open Meeting Law limits any discussion by members of the Board of an issue raised to whether that issue should be placed on a future agenda*

2. PUBLIC HEARINGS NONE

3. BOARD/COMMITTEE/COMMISSION APPOINTMENTS NONE

4. TABLED ITEMS NONE

5. BOARD OF SELECTMEN ACTION

- A. Truro Senior Needs Survey Presentation
Presenter: Barry Bluestone, Professor Northeastern University
- B. Discussion of Goals and Objectives with Board and Committee Chairs
Presenter: Rae Ann Palmer, Town Manager
- C. Revisit Non-Profit Entertainment and Alcohol License Fees
Presenter: Rae Ann Palmer, Town Manager
- D. Review Board of Selectmen Public Comment Policy
Presenter: Kelly Clark, Assistant Town Manager
- E. Intermunicipal Agreement with Wellfleet Re: Herring River Restoration Project
Presenter: Rae Ann Palmer, Town Manager

6. CONSENT AGENDA

- A. Review/Approve and Authorize Signature:
 - 1. Curb Cut Application for Jeffrey Katz, 32 Castle Road.
 - 2. Curb Cut Application for Chris Costa, 14 North Pamet Road.
 - 3. Event Notification Form for Harbor to the Bay Bike Ride.
- B. Review and Approve Entertainment Licenses and One Day Alcohol Licenses for Truro Historical Society
- C. Review and Approve Appointments to Board/Committee/Commission: Meg Royka to the Charter Review Committee
- D. Review and Sign Letter Supporting House Bill # 3927 Regarding Pesticides
- E. Review and Approve Board of Selectmen Minutes: May 9, 2018 and May 22, 2018, June 5, 2018 (Work Session)

7. SELECTMEN REPORTS AND TOWN MANAGER REPORT

8. SELECTMEN COMMENTS

9. NEXT MEETING AGENDA: Tuesday, June 26



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Rae Ann Palmer, Town Manager

REQUESTED MEETING DATE: June 12, 2018

ITEM: Presentation on Senior Needs Survey with Barry Bluestone, Professor of Public Policy and Urban Affairs Northeastern University

EXPLANATION: After much work by an Ad Hoc committee of the COA Board to develop a senior needs survey, the Town hired Dr. Bluestone to administer the survey and to tabulate the results. Due to a rigorous academic schedule, Dr. Bluestone has not been available to present the results of the survey until now.

SUGGESTED ACTION: *Motion to*

ATTACHMENTS:

1. Power Point Presentation on Senior Needs Survey

TRURO SENIOR SURVEY

BARRY BLUESTONE

JAMES HUESSY

JUNE 12, 2018

TRURO SENIOR SURVEY

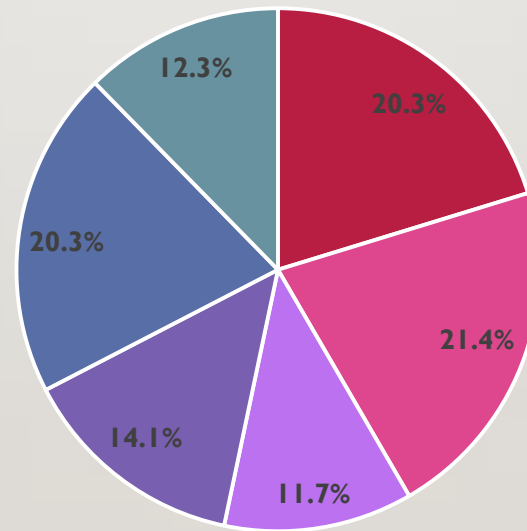
- The Truro Council on Aging requested a survey of the pleasures and concerns that Truro seniors have about life in own town.
- Barry Bluestone and James Huesy of Northeastern University carried out the survey in early 2018 with the support of the COA.
- A mailed survey and electronic survey was sent to all Truro residents and non-residents 55 and over. The survey contained 41 questions covering a range of issues of importance to seniors.
- At the successful conclusion of this study, responses were received from 454 respondents.
- The following represents the findings from this survey.

QI:TRURO SENIOR SURVEY AGE DISTRIBUTION

Age 55-64: 53.4%

Age 65+: 46.6%

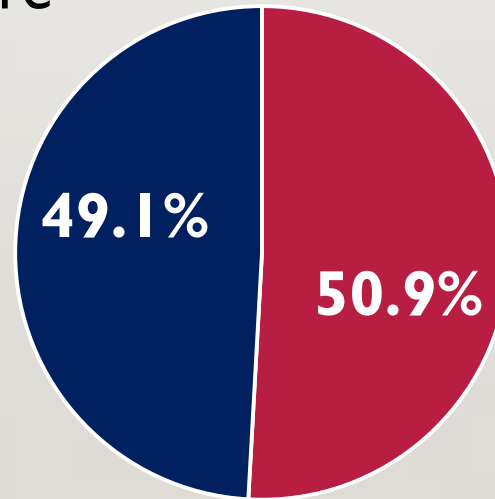
Age 75+: 26.4%



■ 60 to 64 ■ 65 to 69 ■ 55 to 59 ■ 80+ ■ 70 to 74 ■ 75 to 79

Q2:TRURO SENIOR SURVEY GENDER DISTRIBUTION

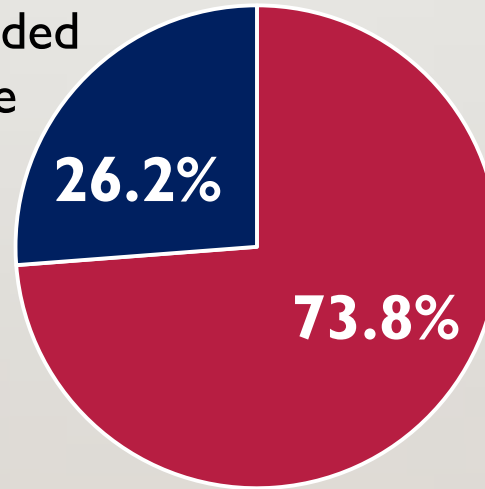
Half of the survey respondents were men and nearly half were women



■ Female ■ Male

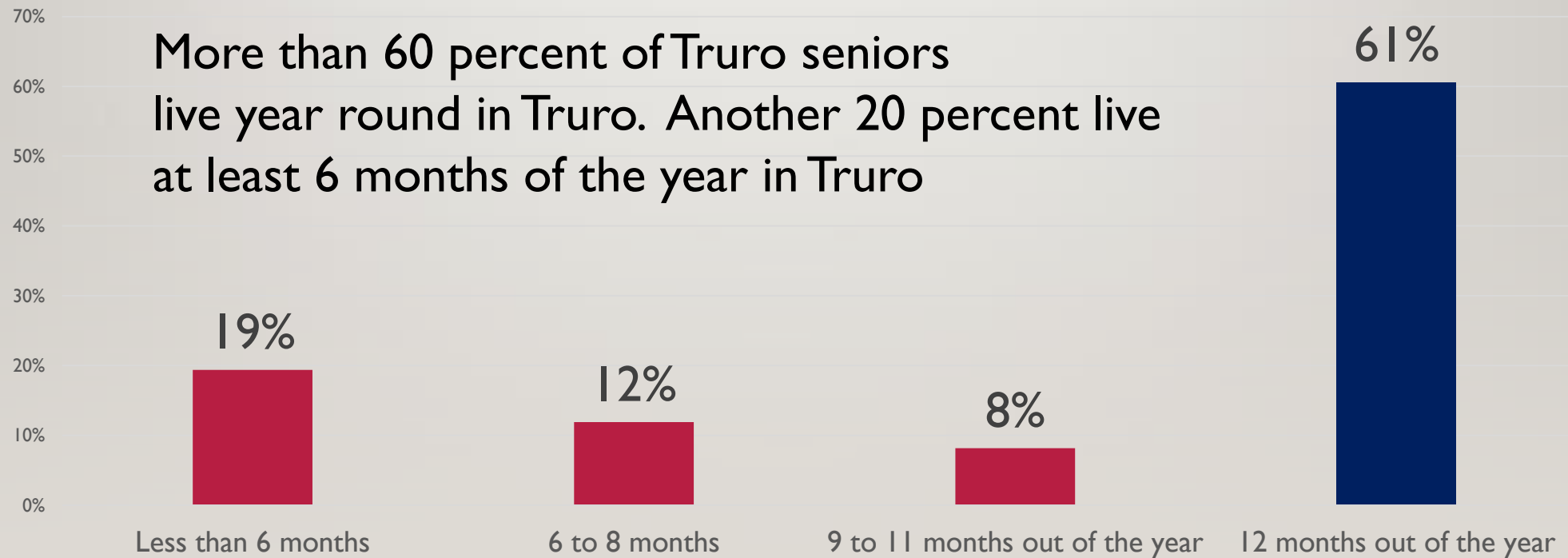
Q3: IS TRURO YOUR PRIMARY RESIDENCE?

Nearly 75% of Truro seniors who responded to our survey state that their Truro home is their primary residence

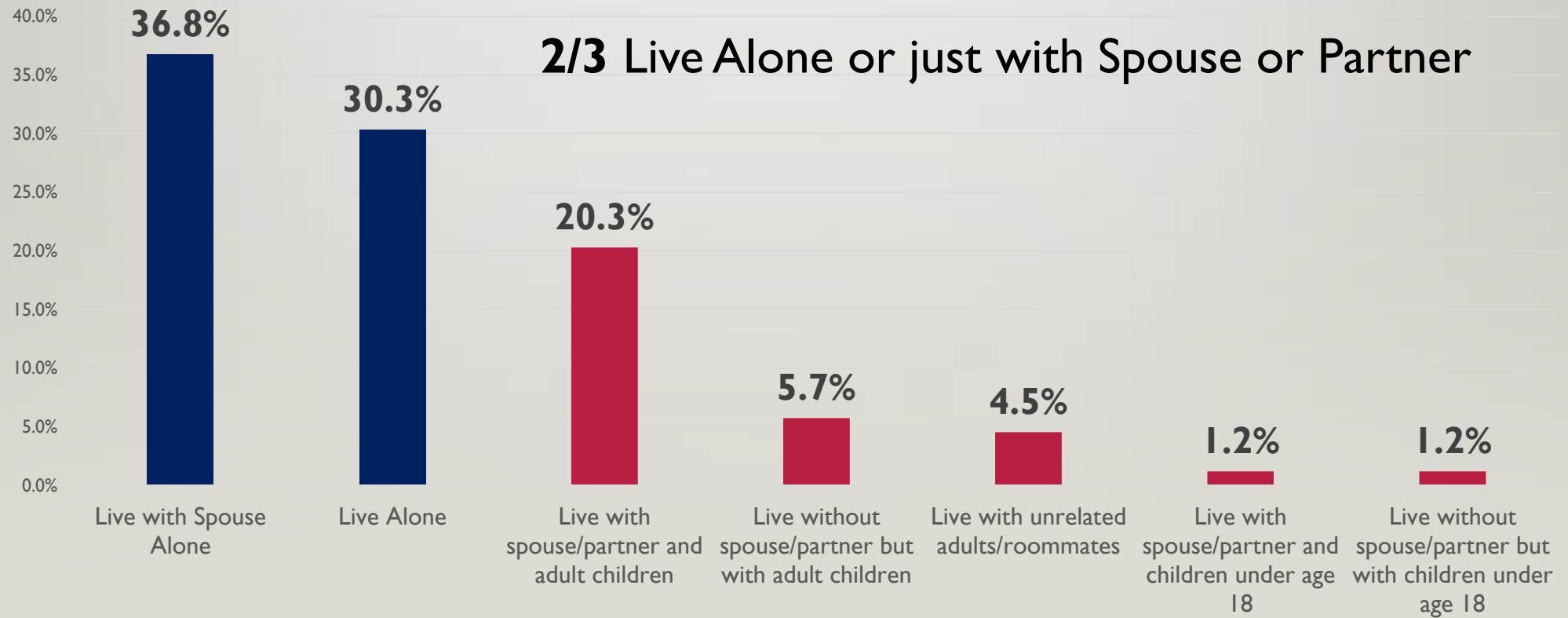


■ Yes ■ No

Q4: HOW MANY MONTHS EACH YEAR DO YOU ACTUALLY RESIDE IN TRURO?

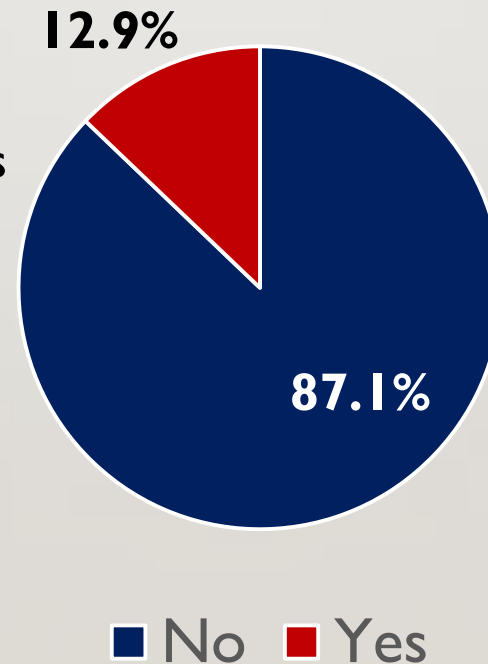


Q5: WHAT IS YOUR LIVING SITUATION HERE IN TRURO?



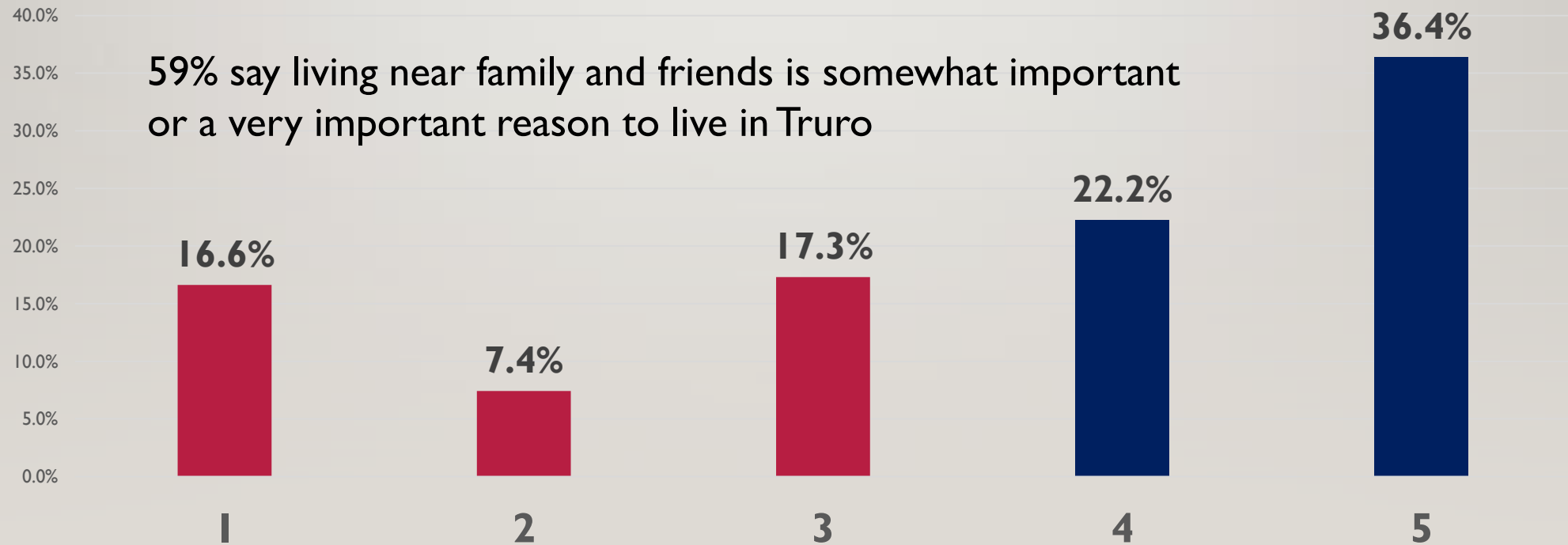
Q6: DO YOU SUFFER FROM ANY DISABILITIES THAT LIMIT YOUR MOBILITY OR NORMAL DAILY ACTIVITIES?

About one in eight Truro seniors suffer from disabilities that limit mobility or normal daily activity

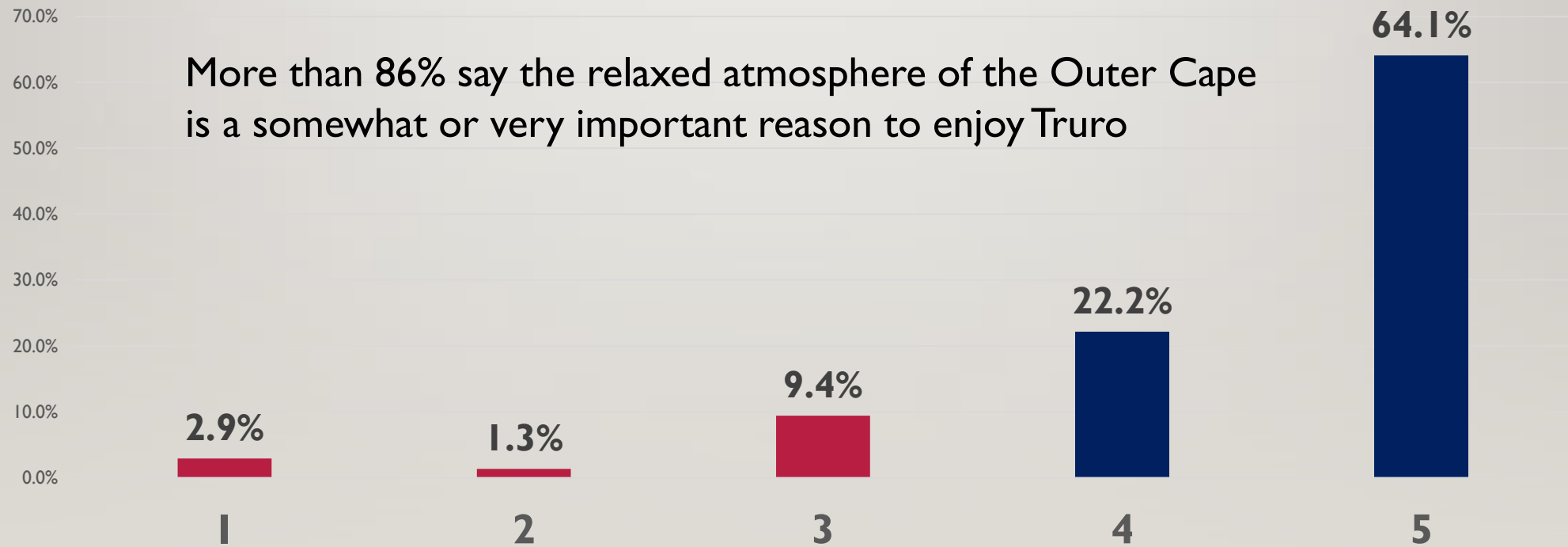


QUESTIONS RELATED TO HOW YOU FEEL ABOUT MATTERS IN TRURO

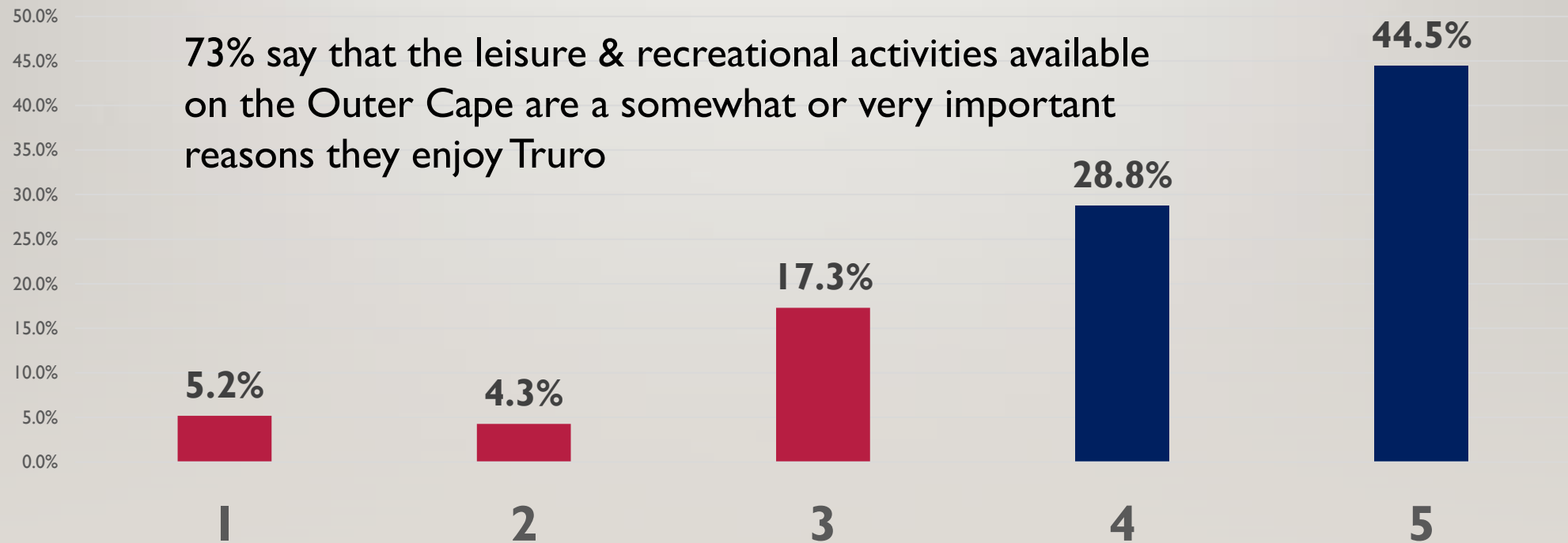
Q7: REASONS TO ENJOY TRURO -- OPPORTUNITY TO LIVE NEAR FAMILY AND FRIENDS



Q8: REASONS TO ENJOY TRURO -- A MORE RELAXED ATMOSPHERE ON THE OUTER CAPE



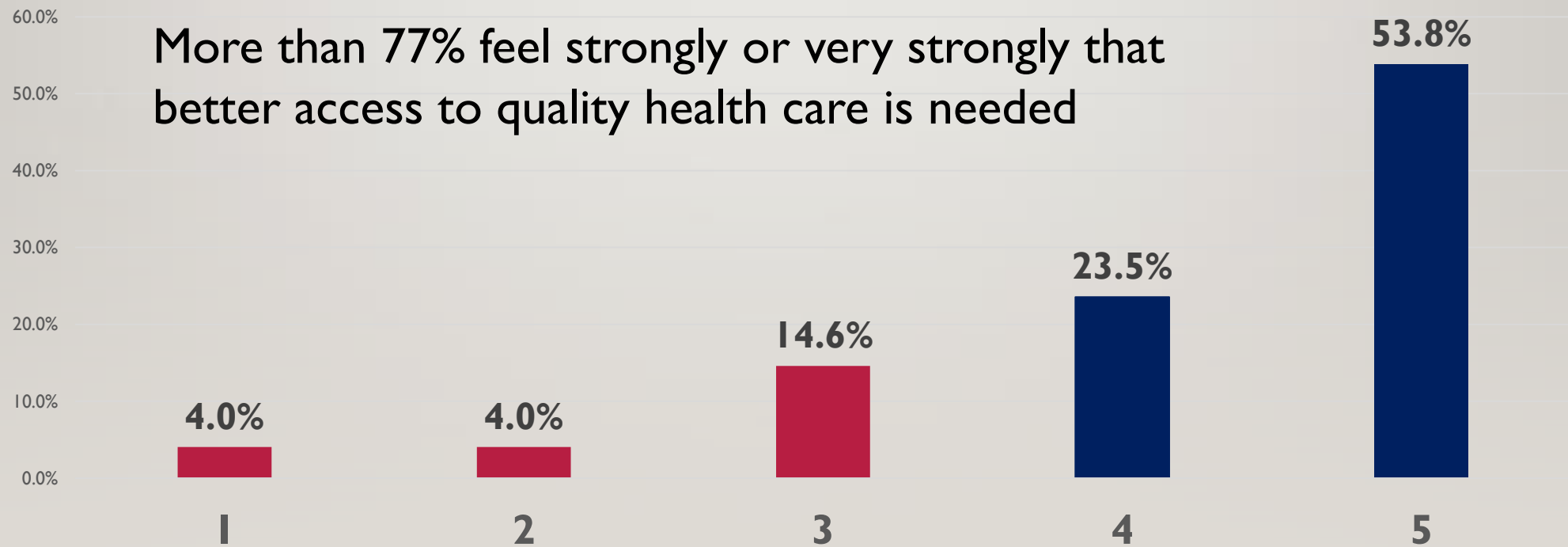
Q9: REASONS TO ENJOY TRURO -- LEISURE AND RECREATIONAL ACTIVITIES AVAILABLE ON THE OUTER CAPE



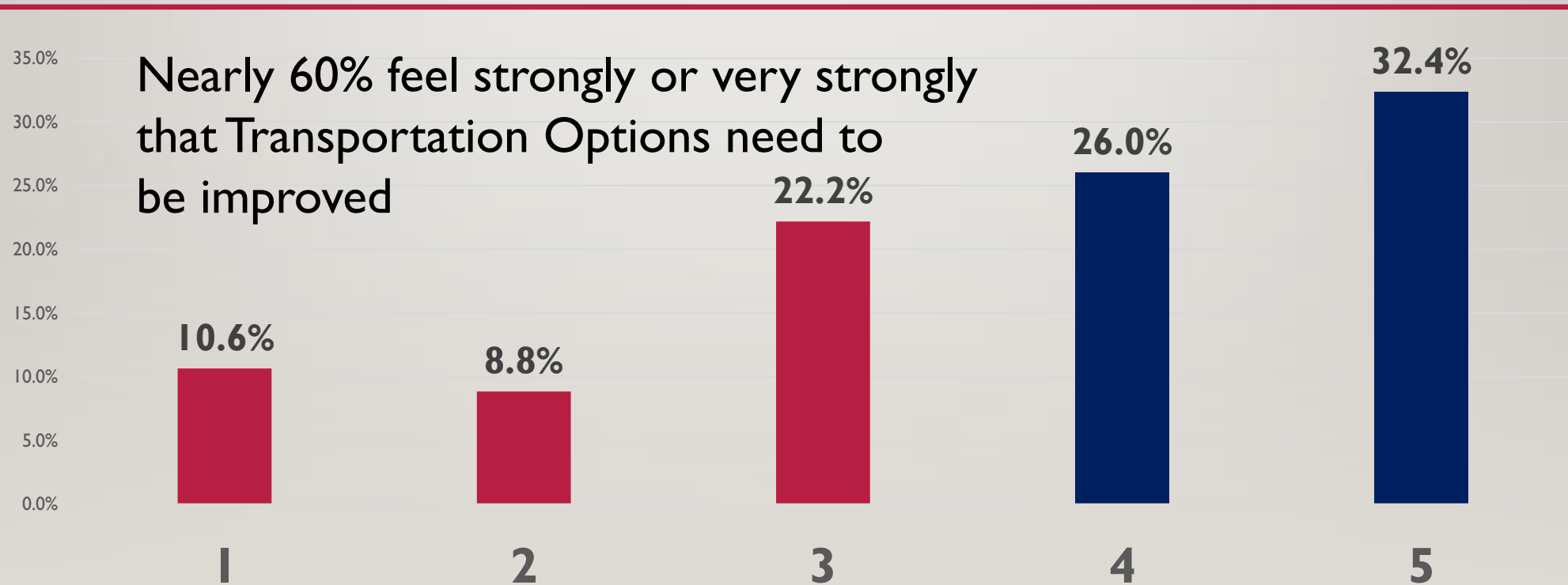
WHAT WOULD YOU LIKE
TO SEE IMPROVED IN
TRURO?



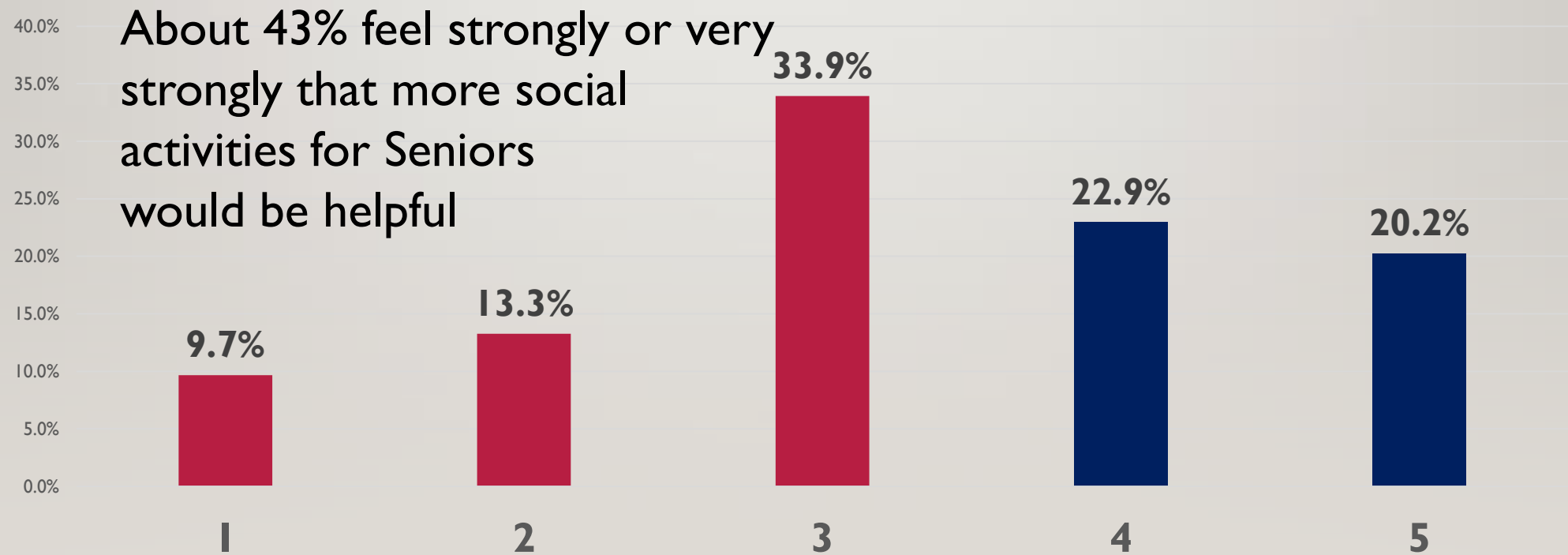
Q11: IMPROVED ACCESS TO HEALTHCARE



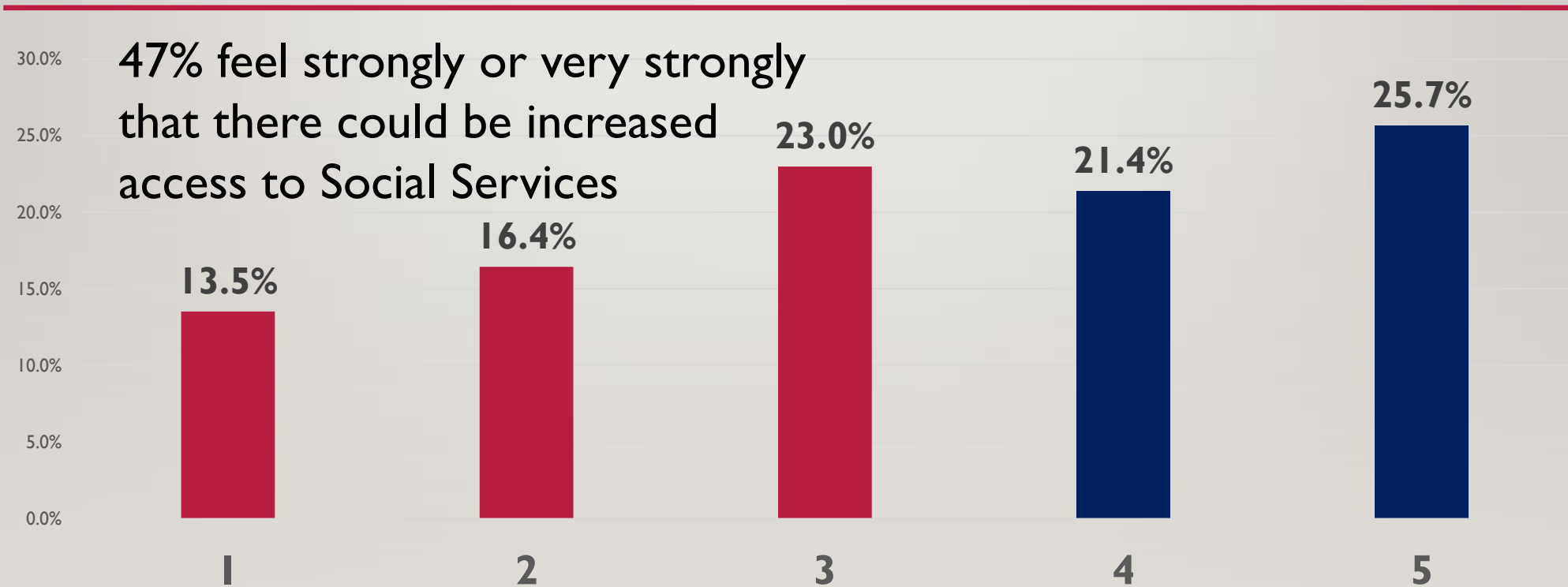
Q10: IMPROVED TRANSPORTATION OPTIONS



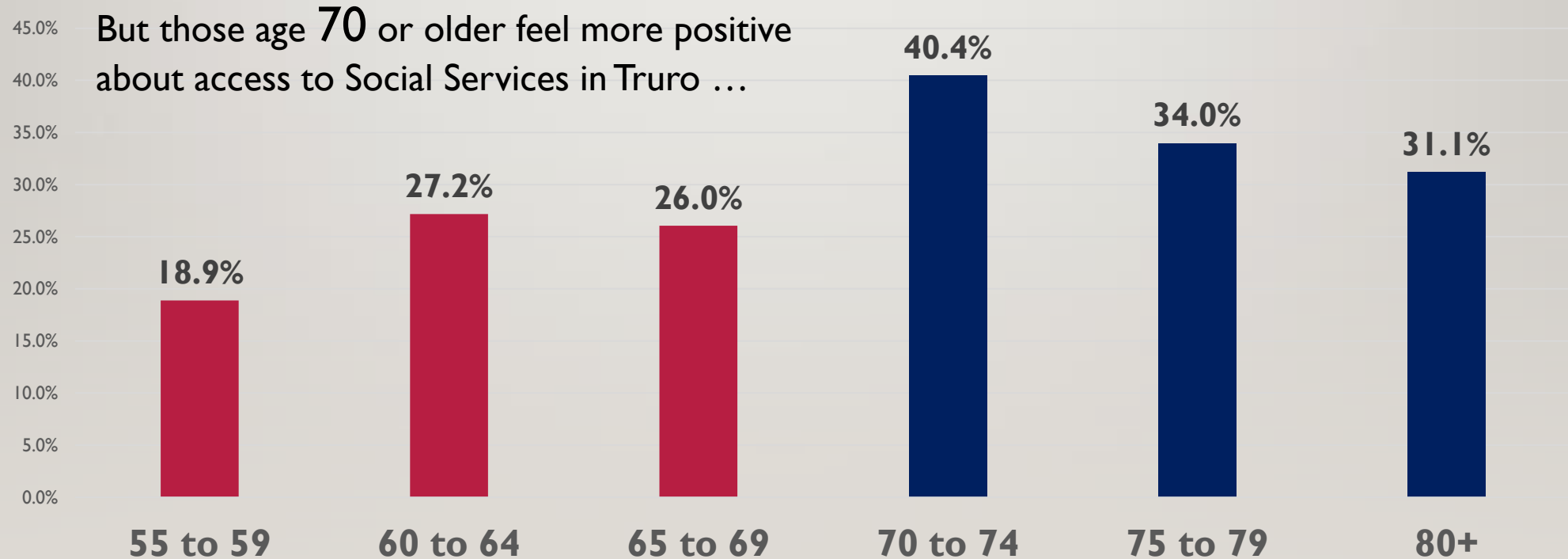
Q12: INCREASED SOCIAL ACTIVITIES FOR SENIORS



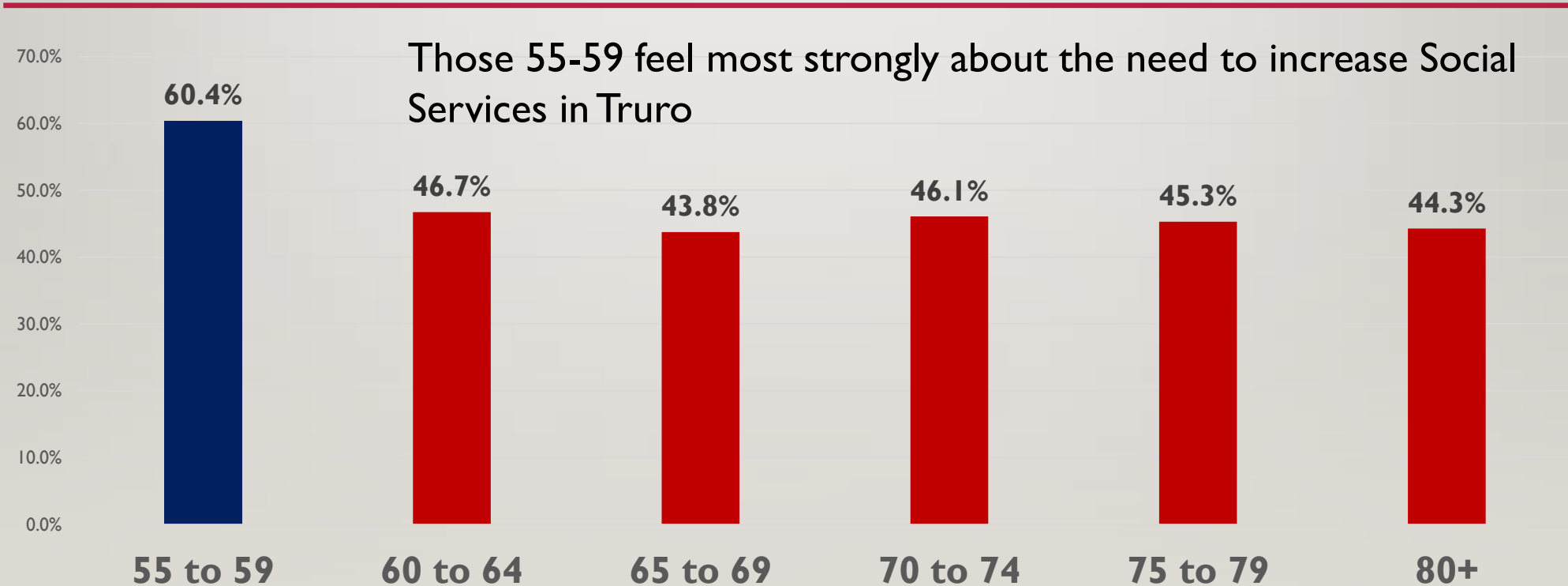
Q13A: INCREASED ACCESS TO SOCIAL SERVICES (E.G. HOME CARE STAFF, MEAL PREPARATION, ETC.)



Q13B: PERCENT OF AGE GROUPS THINKING INCREASED ACCESS TO SOCIAL SERVICES IS **NOT** VERY IMPORTANT (ANSWERING 1 OR 2)



Q13C: PERCENT OF AGE GROUPS THINKING INCREASED ACCESS TO SOCIAL SERVICES IS VERY IMPORTANT (ANSWERING 4 OR 5)

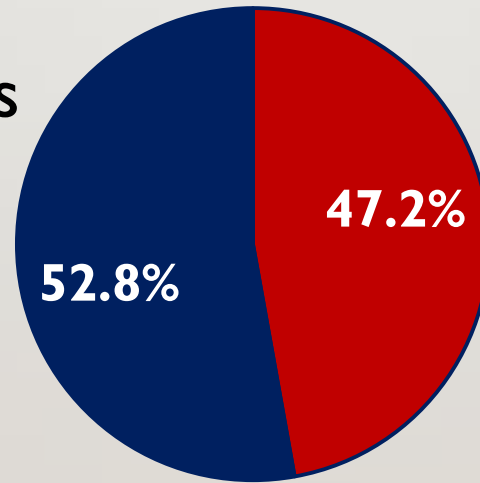


WHY MIGHT TRURO SENIOR CHOOSE
TO LEAVE TRURO?



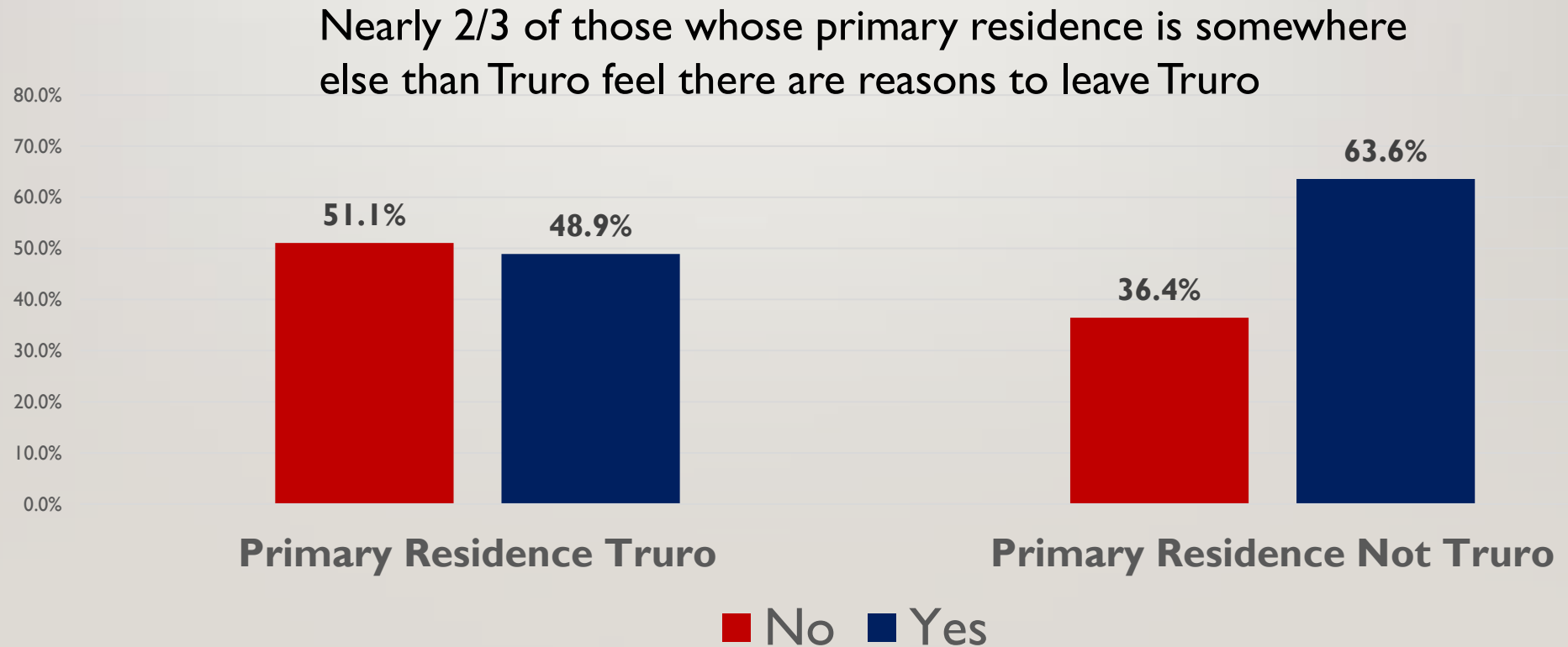
Q14A: ARE THERE REASONS WHY YOU MIGHT CONSIDER LEAVING TRURO?

More than half of Truro seniors feel there are reasons to consider leaving Truro

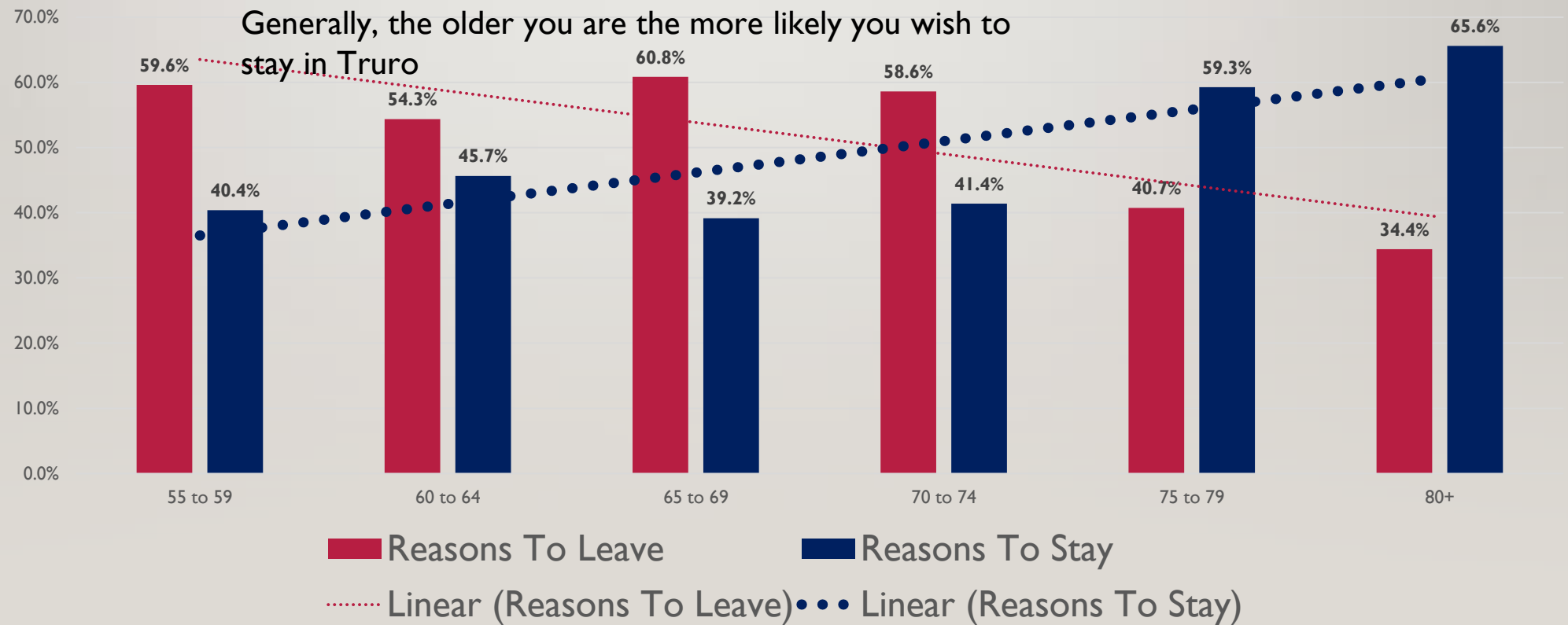


■ No ■ Yes

Q14B: ARE THERE REASONS TO LEAVE TRURO BY PRIMARY RESIDENCE



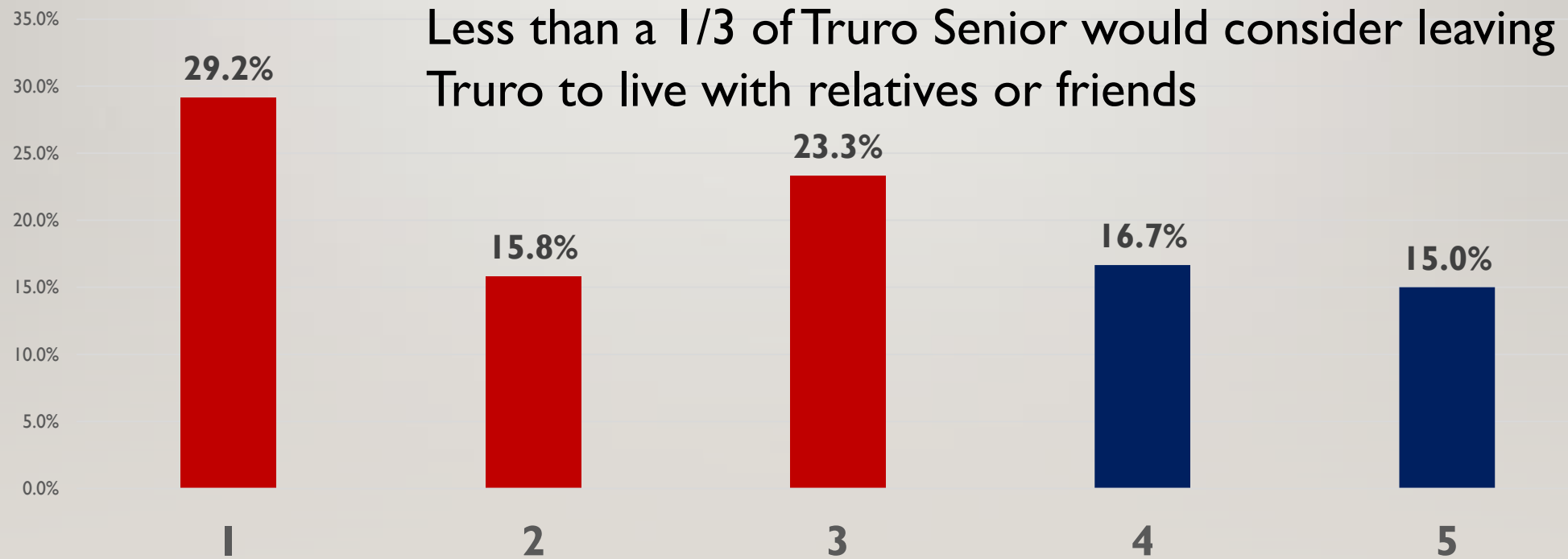
Q14D: ARE THERE REASONS YOU MIGHT LEAVE TRURO BY AGE GROUP



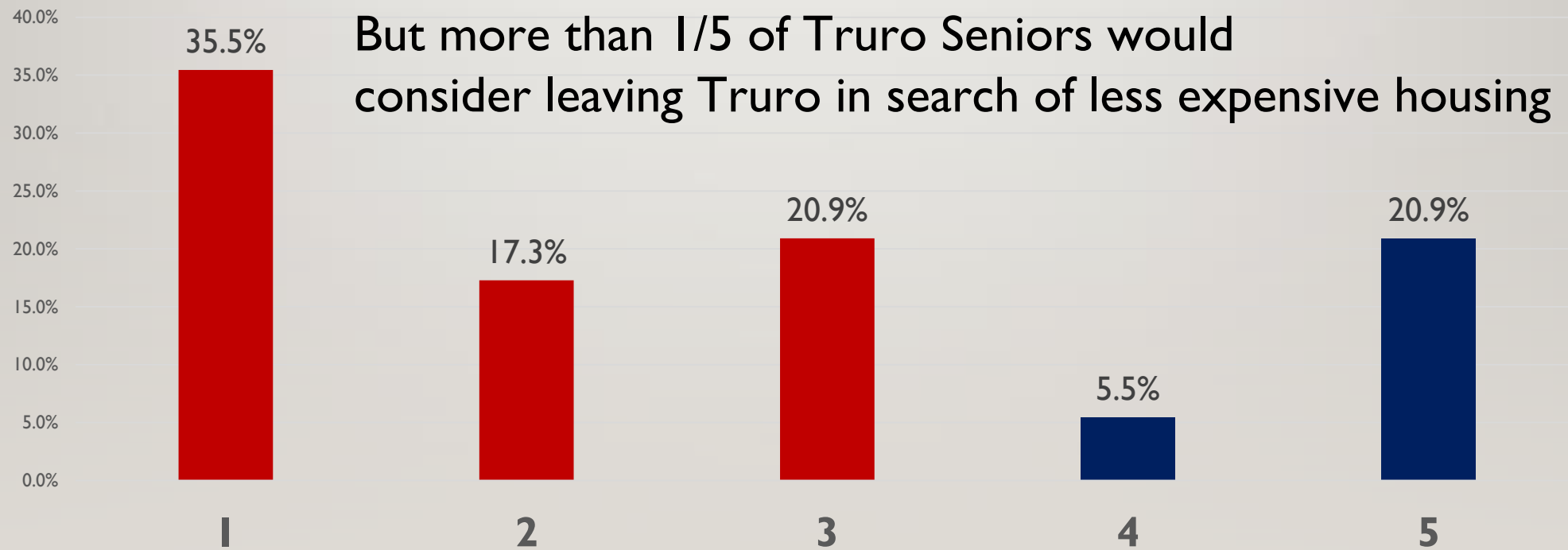
Q14E: MOST IMPORTANT REASONS SENIORS MIGHT LEAVE TRURO

	Percent Answering 4: Important 5: Very Important
Need better access to medical care	77.0%
Need to live in a location with lower state or local taxes	51.9%
Wish to live in a community with more social services (home care staff, meal preparation, etc.)	42.3%
Need better access to transportation services	37.7%
Wish to live in a community with more recreational activities (theater, film, dancing, music, etc.)	37.6%
Wish to live in a community with a warmer climate	35.8%
Wish to live with relatives or friends elsewhere	31.7%
Need to live in a location with less expensive housing	26.4%

Q15: REASONS TO LEAVE TRURO -- WISH TO LIVE WITH RELATIVES OR FRIENDS ELSEWHERE

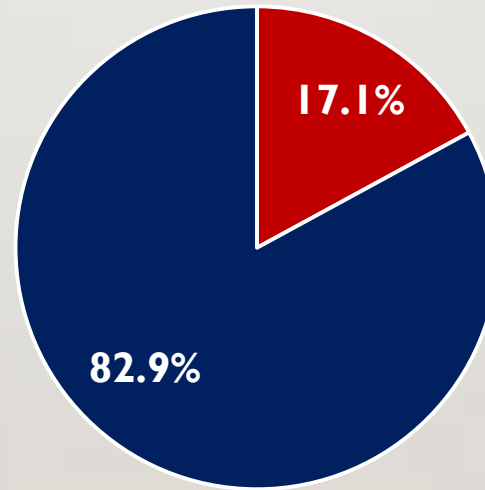


Q16: REASONS TO LEAVE TRURO -- NEED TO LIVE IN A LOCATION WITH LESS EXPENSIVE HOUSING



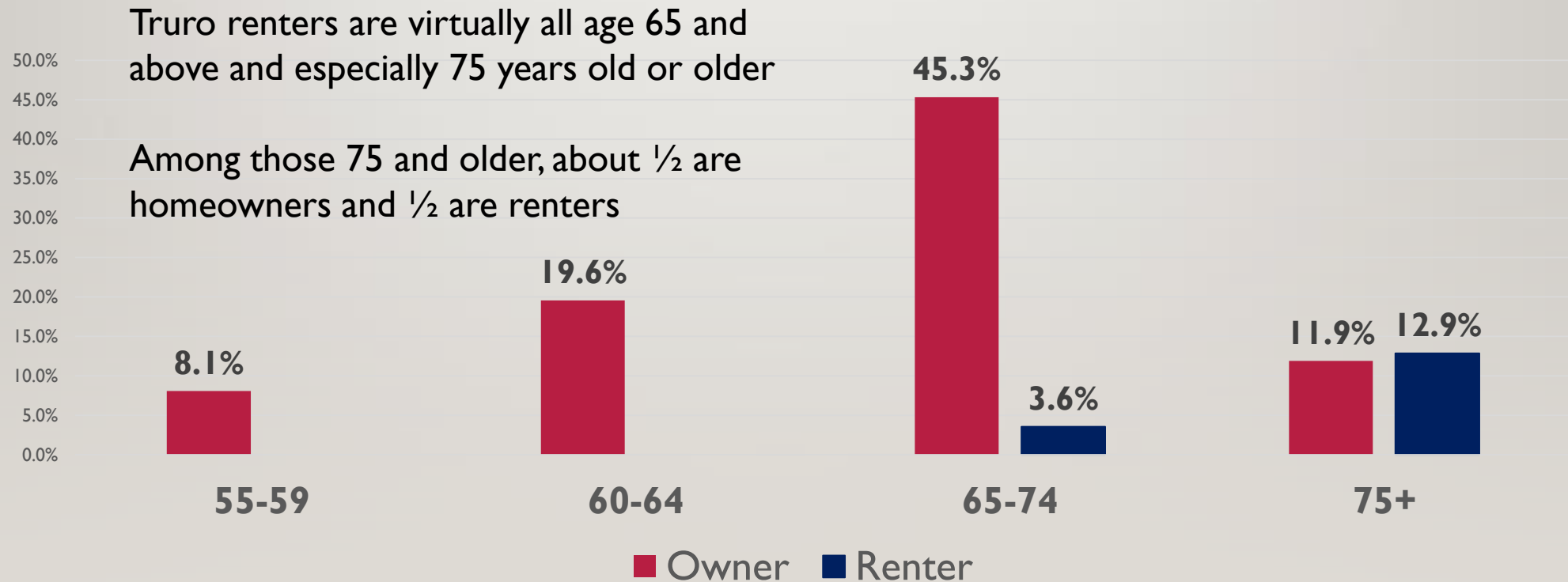
Q16B: HOUSING TENURE BREAKDOWN IN TRURO (U.S. CENSUS 2016)

More than 80 percent of Truro seniors own their own home ... but for many renters affordability is a problem

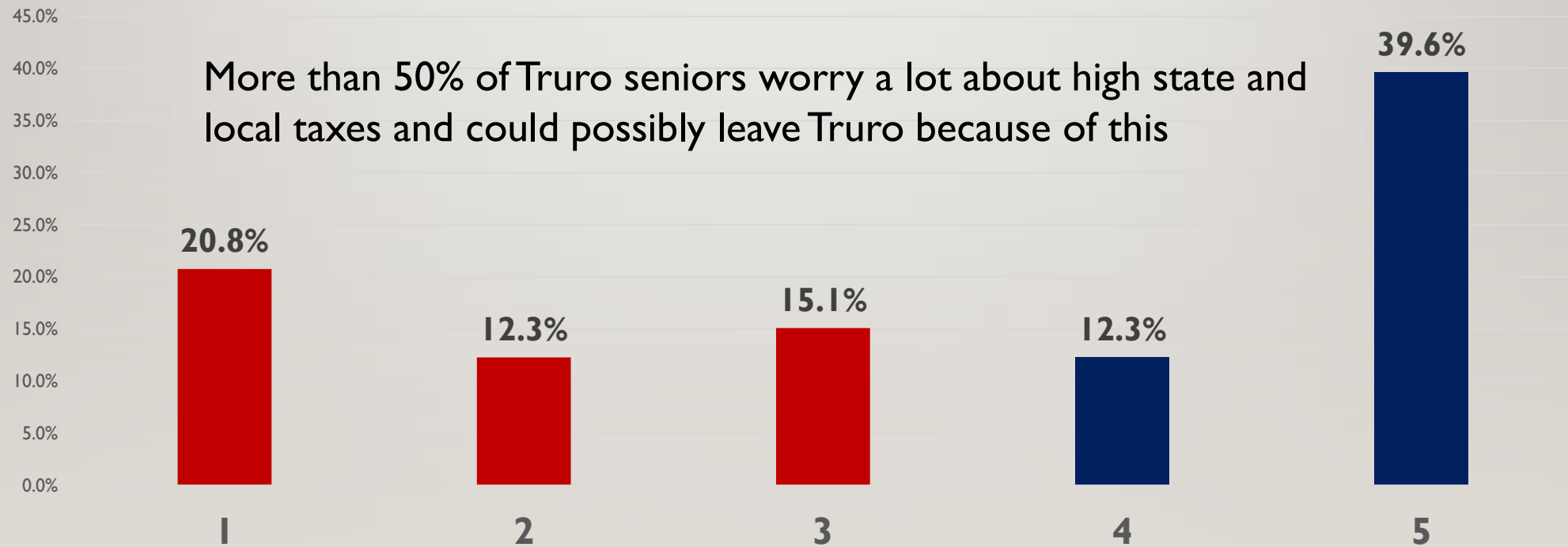


■ Renting ■ Owning

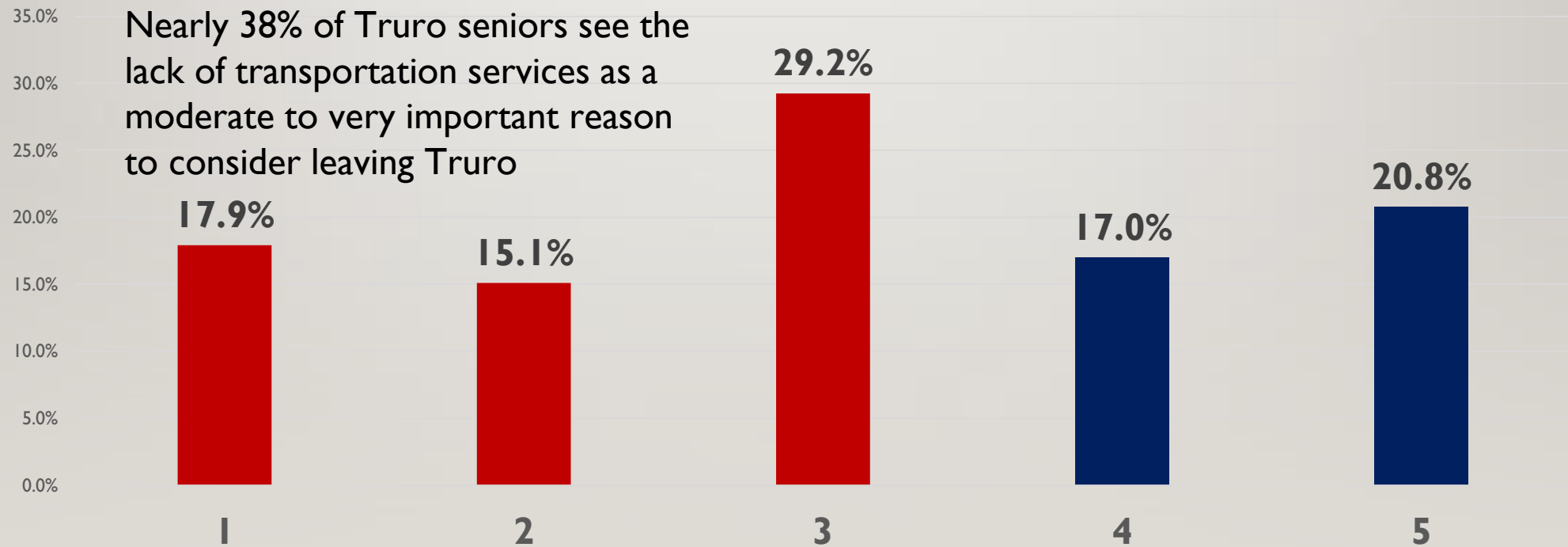
Q16C: HOUSING TENURE IN TRURO BY AGE GROUP



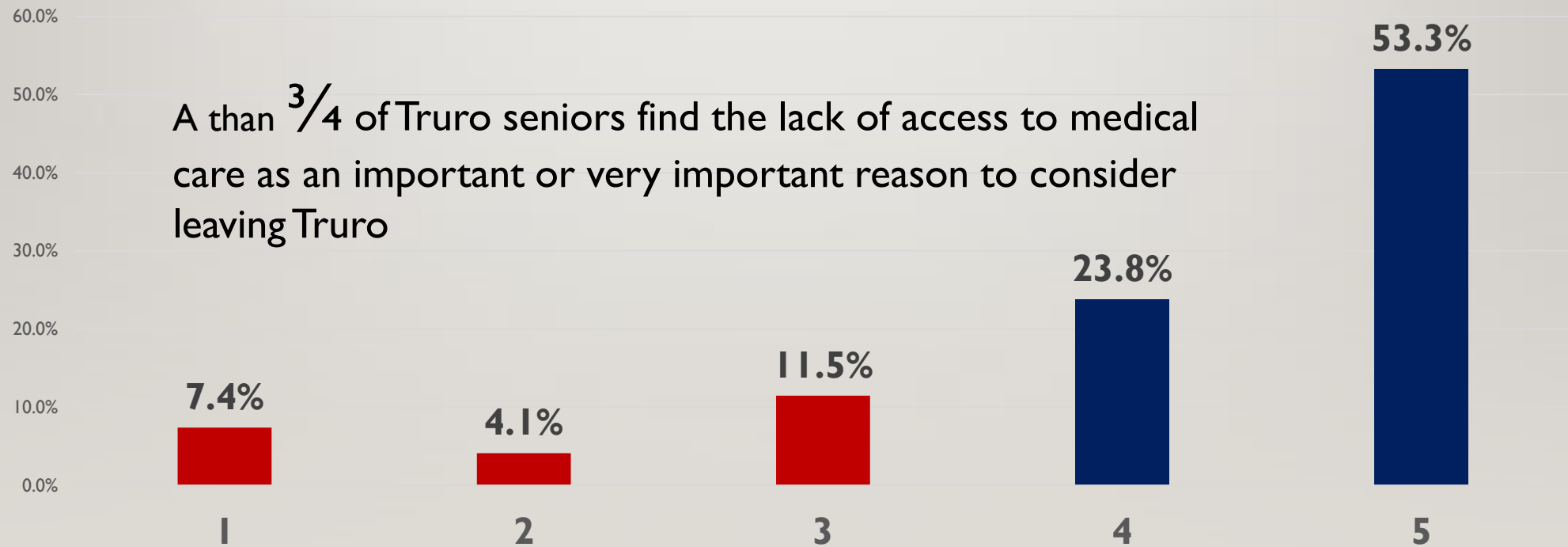
Q17: REASONS TO LEAVE -- NEED TO LIVE IN A LOCATION WITH LOWER STATE OR LOCAL TAXES



Q18: REASONS TO LEAVE -- NEED BETTER ACCESS TO TRANSPORTATION SERVICES

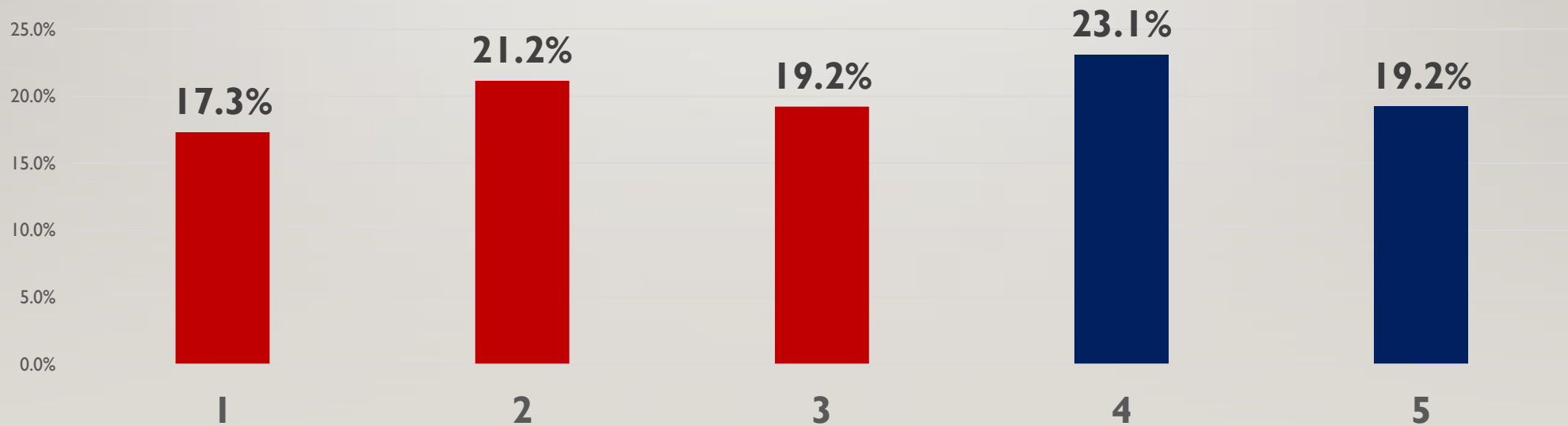


Q19: REASONS TO LEAVE -- NEED BETTER ACCESS TO MEDICAL CARE

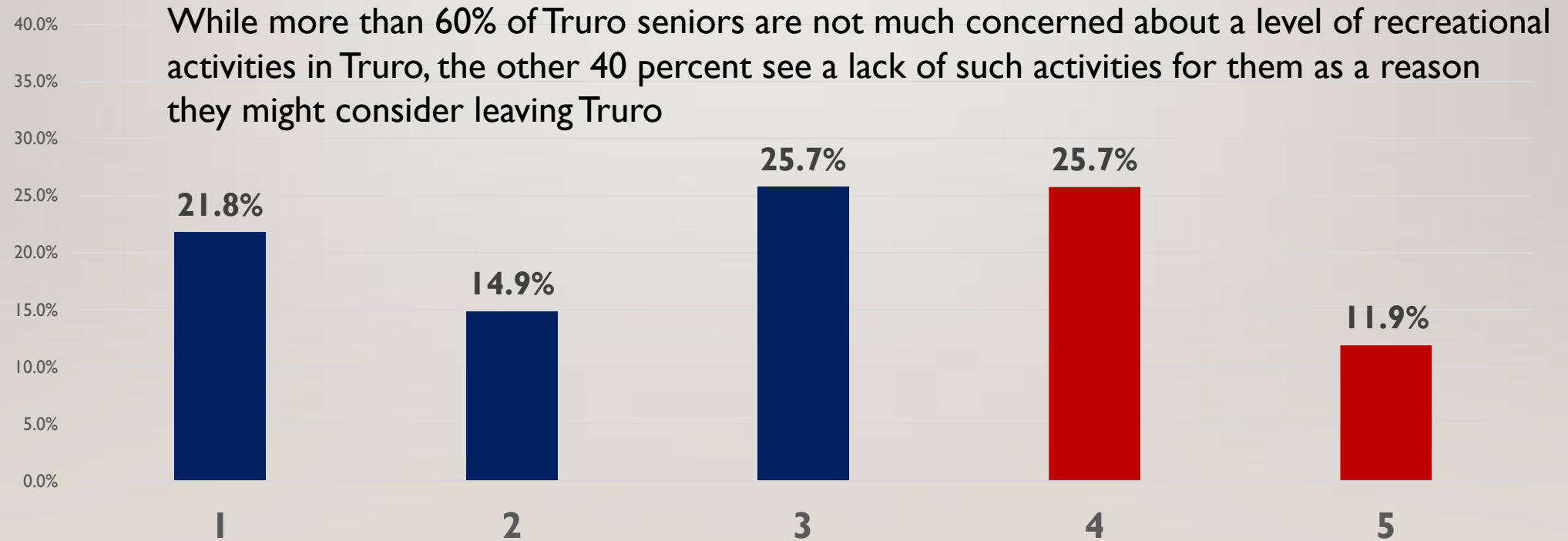


Q20: REASONS TO LEAVE -- WISH TO LIVE IN A COMMUNITY WITH MORE SOCIAL SERVICES (HOME CARE STAFF, MEAL PREPARATION, ETC.)

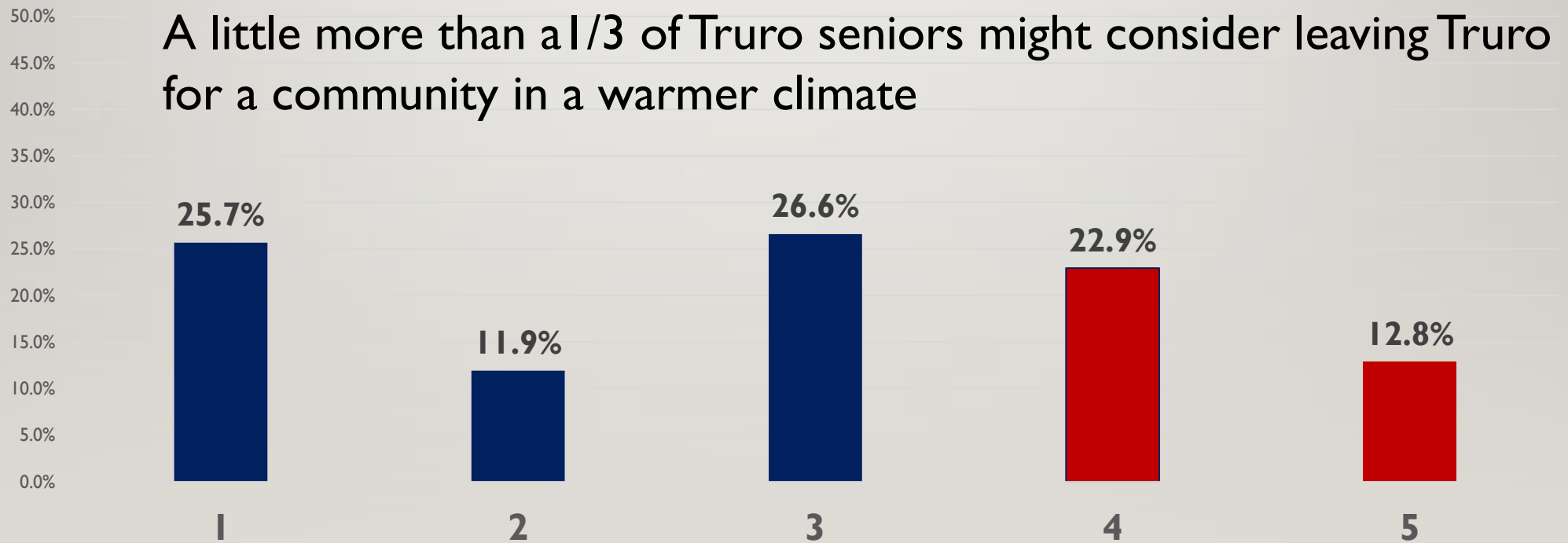
More than 40% of Truro Seniors might leave Truro to live in a community with more social services including home care staff and meal preparation



Q21: REASONS TO LEAVE -- WISH TO LIVE IN A COMMUNITY WITH MORE RECREATIONAL ACTIVITIES (THEATER, FILM, DANCING, MUSIC, ETC.)

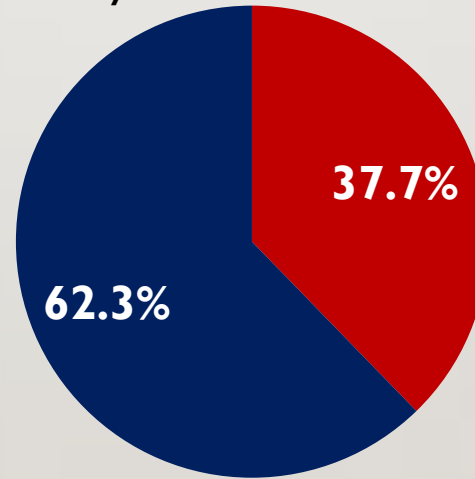


Q22: REASONS TO LEAVE -- WISH TO LIVE IN A COMMUNITY WITH A WARMER CLIMATE



Q23: REASONS TO MOVE HOMES -- IF YOU DECIDED TO LEAVE YOUR CURRENT RESIDENCE WOULD YOU WANT TO CONTINUE TO LIVE IN TRURO?

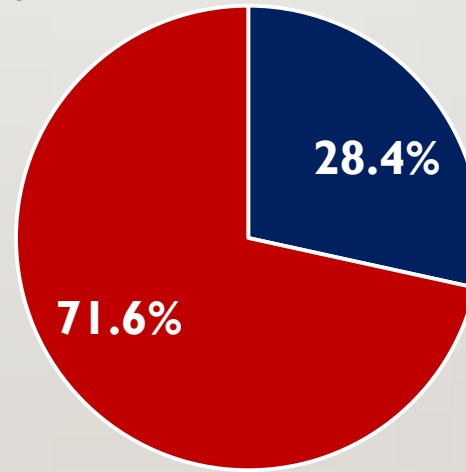
More than 60 % of Truro seniors would stay in Truro if they moved from their current residence ... but that leaves nearly 40% who might consider leaving Truro if they leave their current residence



■ No ■ Yes

Q24: REASONS TO MOVE HOMES BUT STAY IN TRURO – SEEK A COMPANION, ROOMMATE OR BOARDER TO LIVE WITH ME

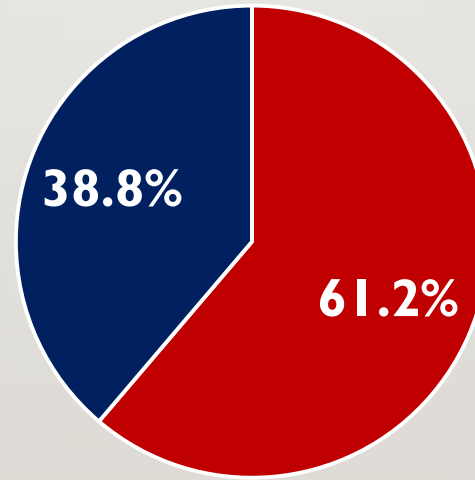
About 28% of Truro seniors who would consider moving to another home in Truro would do so to seek a companion, roommate, or boarder to live with them.



■ Yes ■ No

Q25: REASONS TO MOVE HOMES BUT STAY IN TRURO – MOVE TO A CONDOMINIUM / APARTMENT

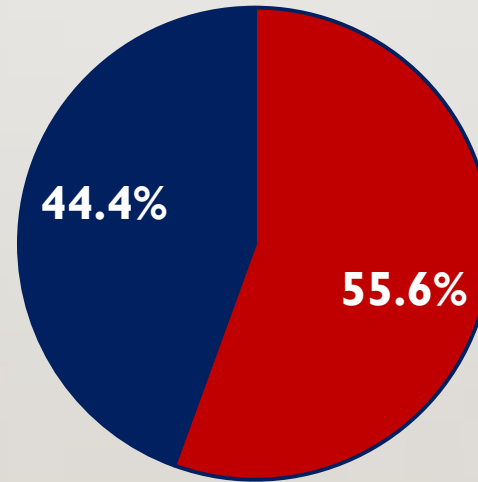
Nearly 40% of Truro seniors would consider moving to a condominium or apartment (if such housing were widely Available)



■ No ■ Yes

Q26A: REASONS TO MOVE HOMES BUT STAY IN TRURO: MOVE TO A SENIOR RETIREMENT COMMUNITY IF ONE EXISTED IN TRURO

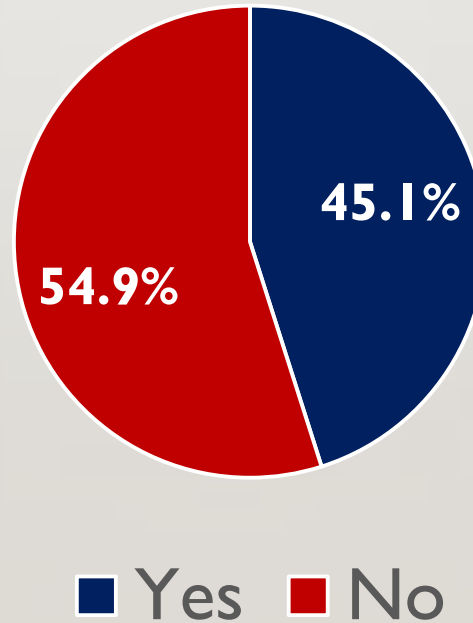
Some 44% of Truro seniors
would consider moving to a
senior retirement community
if one existed in Truro



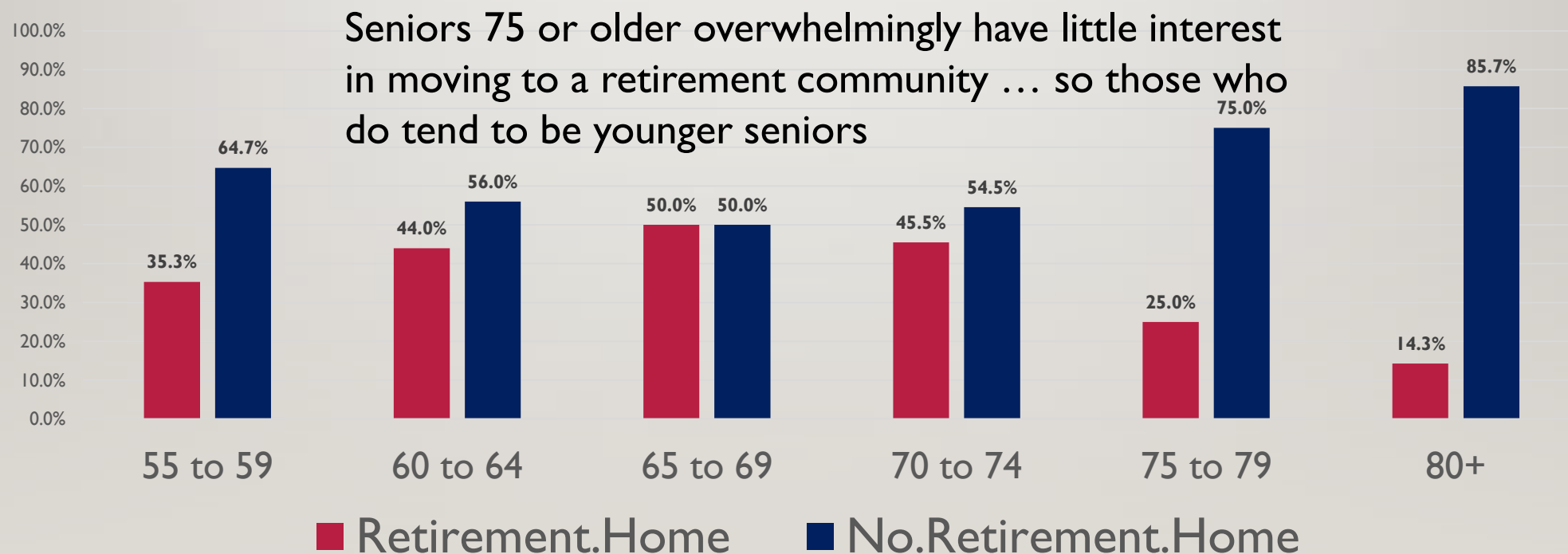
■ No ■ Yes

Q30: LIKELIHOOD OF MOVING INTO A RETIREMENT HOME -- IN ANY OF THE FOUR OUTER CAPE TOWNS

About 45% of Truro seniors would consider moving into a retirement home if one were available in any of the four Outer Cape towns

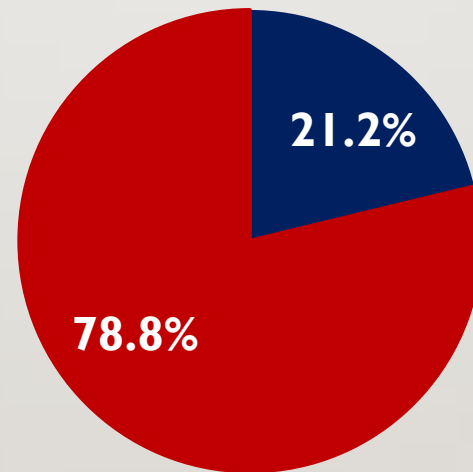


Q26B: WILLINGNESS TO MOVE TO A RETIREMENT COMMUNITY IN TRURO BY AGE GROUP



Q27: REASONS TO MOVE HOMES BUT STAY IN TRURO -- MOVE TO LIVE WITH A FAMILY MEMBER

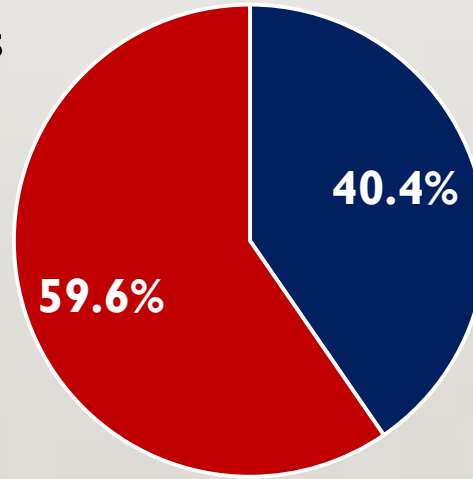
Only about 1/5 of Truro seniors would move in order to live with a family member



■ Yes ■ No

Q28: REASONS TO MOVE HOMES BUT STAY IN TRURO: MOVE TO AN ASSISTED LIVING RESIDENCE OR NURSING HOME, IF ONE EXISTED IN TRURO

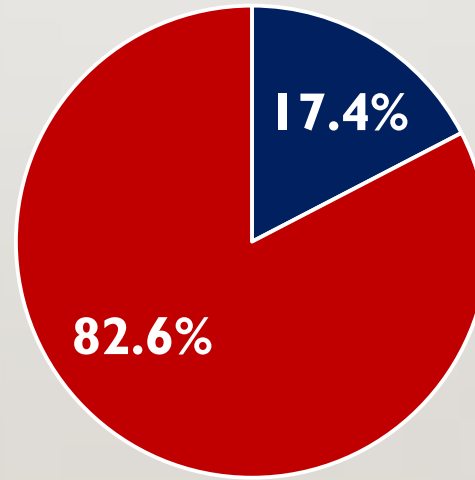
But about 40% of Truro seniors would consider moving to an assisted living residence or nursing home at some point in their lives if one existed in Truro



■ Yes ■ No

Q31: LIKELIHOOD OF MOVING INTO A RETIREMENT HOME -- ELSEWHERE ON THE CAPE

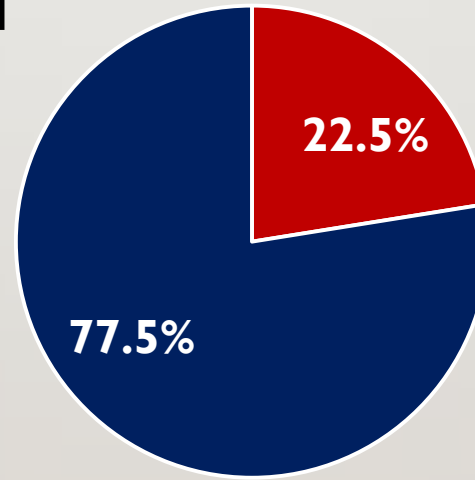
Only 17% of Truro seniors would consider moving to a retirement home somewhere else than the Outer Cape



■ Yes ■ No

Q32A: WHAT TYPES OF HOUSING WOULD YOU LIKE TO BE SEEN BUILT IN TRURO -- SMALL 1-BEDROOM OR 2-BEDROOM SINGLE-FAMILY HOMES

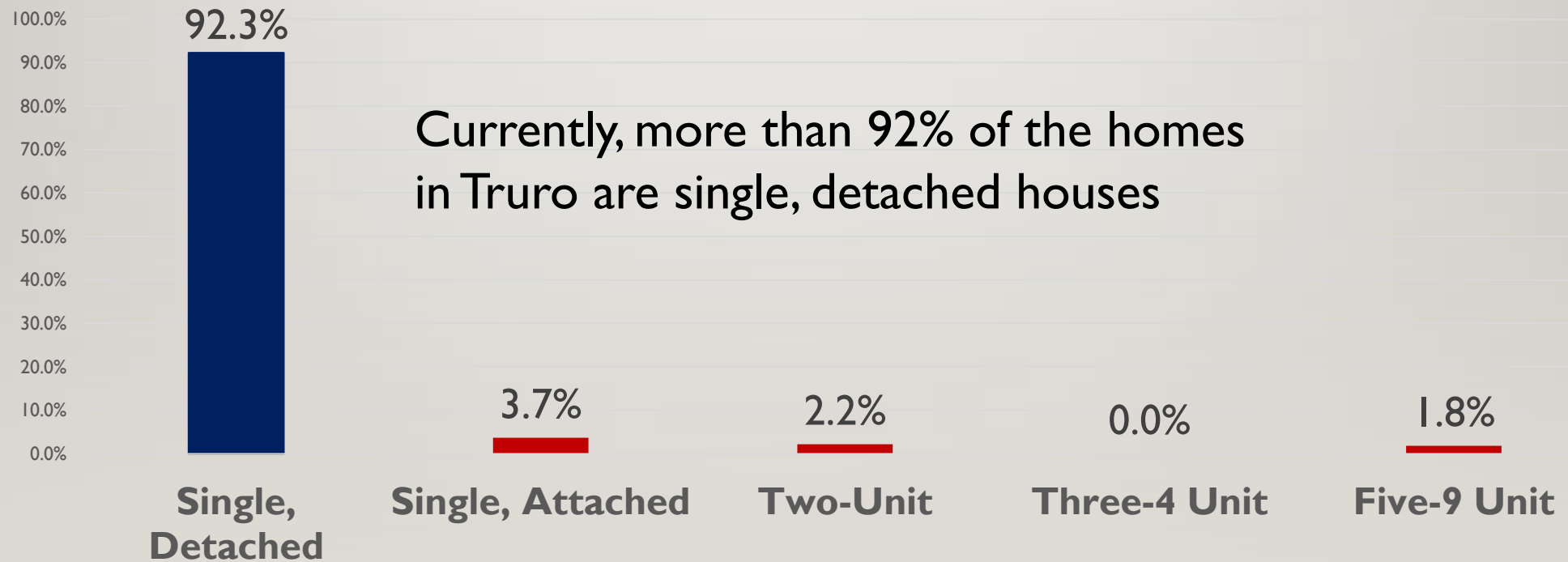
More than $\frac{3}{4}$ of Truro seniors would like to see small 1-bedroom or 2-bedroom single-family homes built in Truro



■ No ■ Yes

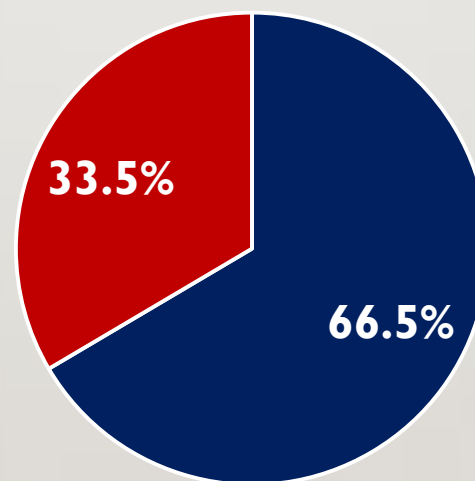
Q32B: TRURO HOUSING STOCK BY HOUSING TYPE

(2016 U.S. CENSUS)



Q33: WHAT TYPES OF HOUSING WOULD YOU LIKE TO BE SEEN BUILT IN TRURO -- LOW-RISE MULTI-UNIT “GARDEN STYLE” APARTMENTS

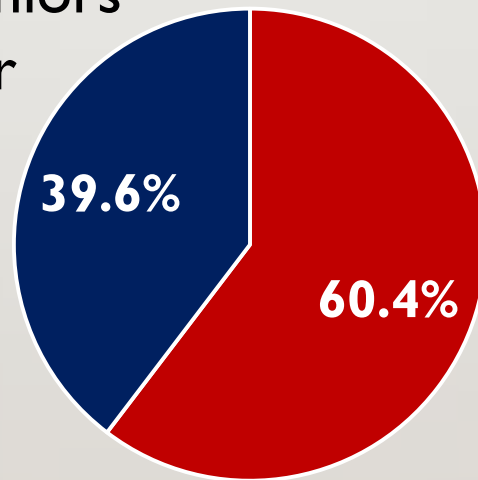
Among Truro seniors, 2/3 would like to see low-rise Multi-unit “Garden Style” apartments built in Truro



■ Yes ■ No

Q34: WHAT TYPES OF HOUSING WOULD YOU LIKE TO BE SEEN BUILT IN TRURO -- MULTI-UNIT SMALL APARTMENT BUILDINGS

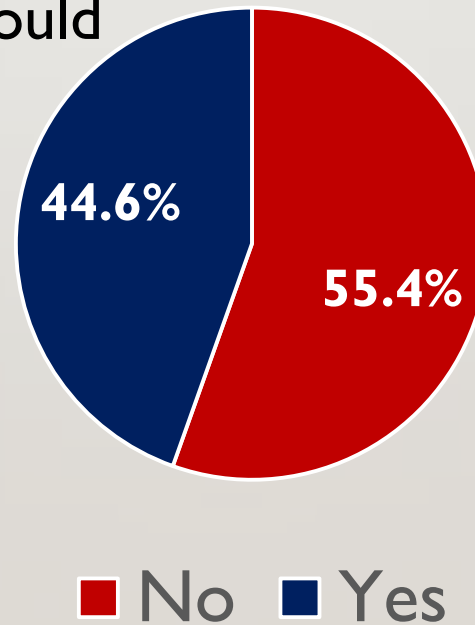
But fewer than 40% of Truro seniors
Favor the development of larger
Multi-unit apartment buildings
in Truro



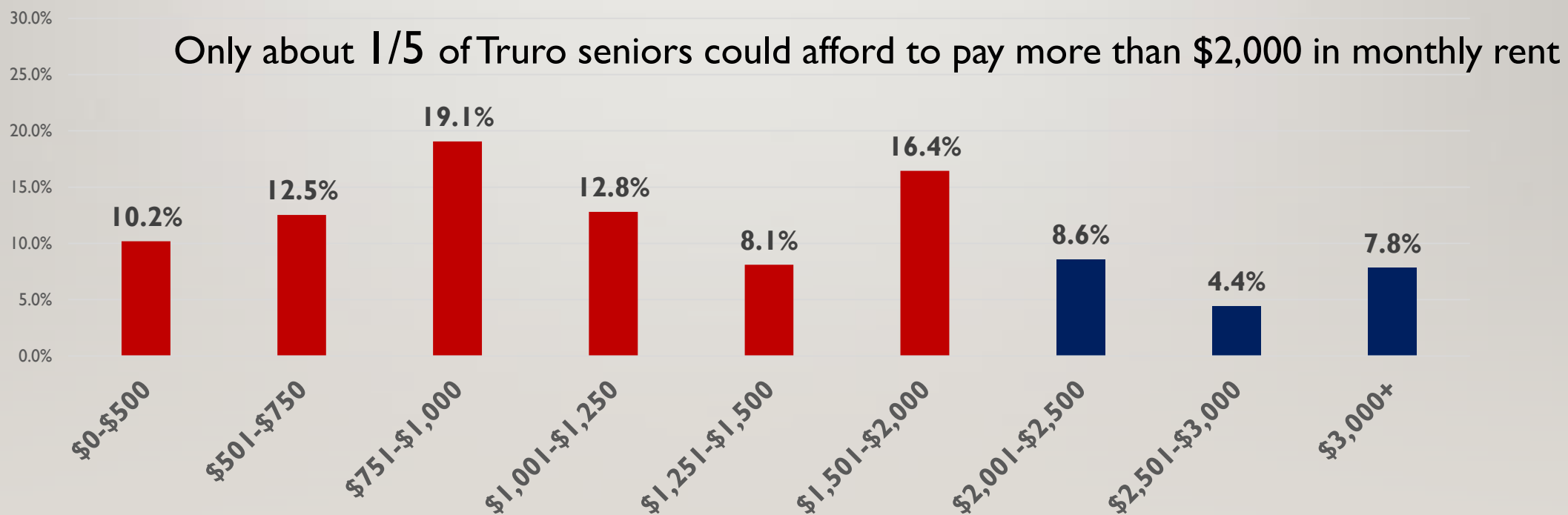
■ No ■ Yes

Q35: WHAT TYPES OF HOUSING WOULD YOU LIKE TO BE SEEN BUILT IN TRURO -- MULTI-UNIT SMALL APARTMENT BUILDINGS WITH COMMON SHARED SPACE

And about 45% of Truro seniors would like to see smaller multi-unit apartment buildings with common shared space

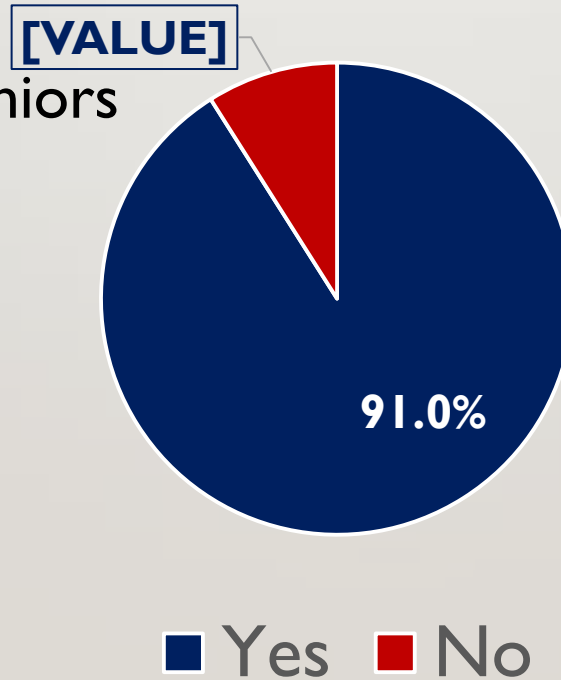


Q36: WHAT IS THE MAXIMUM AMOUNT YOU COULD AFFORD PER MONTH IN RENT OR MORTGAGE PAYMENTS?



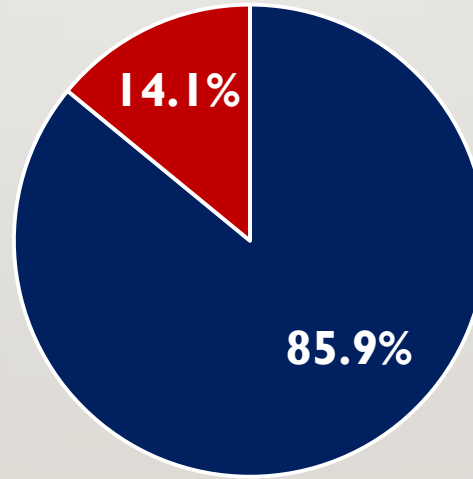
Q37: IF HEALTH OR MOBILITY ISSUES WERE TO AFFECT YOUR INDEPENDENCE, WOULD YOU CONSIDER ARRANGING FOR HELP WITH HOUSEKEEPING

More than 90% of Truro seniors would consider arranging for help with housekeeping if health or mobility issues were to affect their independence



Q38: IF HEALTH OR MOBILITY ISSUES WERE TO AFFECT YOUR INDEPENDENCE, WOULD YOU CONSIDER – HOME MODIFICATION FOR AGING IN PLACE

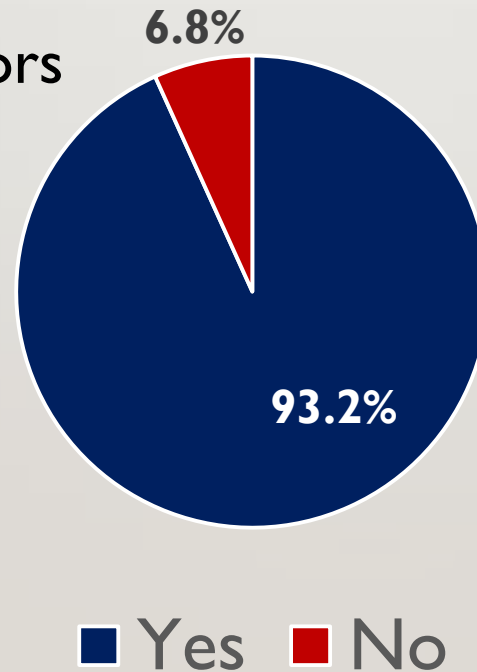
More than 85% of Truro seniors would consider home modification to allow them to age in place



■ Yes ■ No

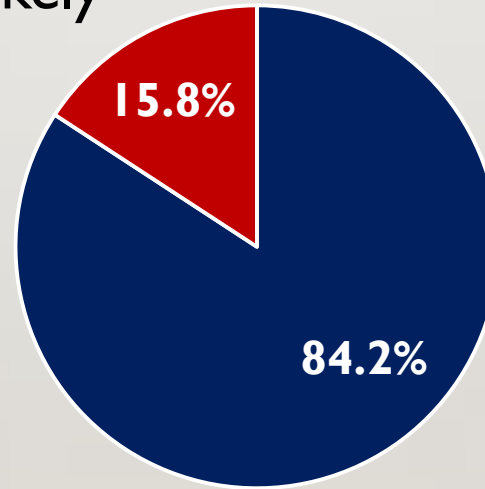
Q39: IF HEALTH OR MOBILITY ISSUES WERE TO AFFECT YOUR INDEPENDENCE, WOULD YOU CONSIDER – ASSISTANCE WITH TRANSPORTATION NEEDS

More than 93% of Truro seniors would like transportation assistance if they developed health or mobility issues that affected their independence



Q40: IF HEALTH OR MOBILITY ISSUES WERE TO AFFECT YOUR INDEPENDENCE, WOULD YOU CONSIDER – HIRING A HOME HEALTH AIDE

Nearly 85% of Truro seniors would likely or very likely consider hiring a home health aid if they faced health or mobility issues



■ Yes ■ No

SUMMARY I

- Nearly 75% of Truro seniors see Truro as their primary residence.
- More than 60% of Truro seniors live year-round in Truro.
- 2/3 of Truro seniors live alone or just with spouse or partner.
- About one in eight Truro seniors suffers from disabilities that limit mobility or normal activity.
- Nearly 60% of Truro seniors say living near family and friends is key reason for living in Truro.
- More than 86% of Truro seniors say the relaxed atmosphere of the Outer Cape is an important reason for living here.

SUMMARY II

- What Improvements do Truro seniors want to see in our town:
 - More than 77 % want better **access to quality health care**
 - More than 75% of Truro seniors would like to see **small 1-bedroom and 2-bedroom single-family homes built** in Truro
 - More than 66% of Truro seniors would like to see **low-rise multi-unit “Garden Style” apartments built** in Truro.
 - About 45% of Truro seniors would like to see **smaller multi-unit apartment buildings with common shared space**

SUMMARY III

- Despite their love for Truro, more than half of Truro seniors feel there are reasons to consider leaving Truro
 - Need better access to medical care 77%
 - Need to live in a location with lower state & local taxes 52%
 - Wish to live in community with more social services 42%
 - Need better access to transportation 38%
 - Want more recreational activities 38%
 - Want a warmer climate 36%
 - Wish to live with relatives or friends elsewhere 32%
 - Need to live in a location with less expensive housing 26%

SUMMARY IV

- Reasons to Move Homes but stay in Truro
 - Some 44% of Truro seniors would consider moving to a senior retirement community if one existed in Truro.
 - Nearly 40% of Truro seniors would consider moving to a condominium or apartment in Truro if such housing were available.
 - About 40% of Truro seniors would consider moving to an assisted living residence or nursing home at some point in their lives if one existed in Truro.
 - About 28% of Truro seniors would consider moving to another home in Truro to live with a companion or roommate.
 - About 20% of Truro seniors would consider moving within Truro to live with family members.
 - Only 17% of Truro seniors would consider moving to a retirement home somewhere else on the Outer Cape

SUMMARY OF FINDINGS

- Seniors enjoy living in Truro and wish to continue to live here.
- But they have a number of key concerns about life here.
- The biggest concern is lack of access to both quality healthcare and transportation.
- Seniors also are concerned about the high level of taxes they have to pay in Truro.
- Seniors would like to consider alternative housing as they age in Truro.

RECOMMENDATIONS

- Establish better transportation options for seniors so they can get around the Outer Cape as they need and to access the medical care facilities they need either through local government or through the Council on Aging
- Consider a lower property tax rate in Truro for seniors on limited income.
- Work with developers and local officials to see what sort of housing options could be provided to allow seniors to downsize and possibly live in shared residences.
- Expand social services in Truro including home aides as needed.

THANK YOU





Agenda Item: 5B

TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Rae Ann Palmer, Town Manager

REQUESTED MEETING DATE: June 12, 2018

ITEM: Discussion and input regarding the FY19 Goals and Objectives with Chairs from various Boards, Committees, Commissions.

SUGGESTED ACTION: *None Required – for Discussion*

ATTACHMENTS:

1. Draft FY2019 Goals and Objectives

Fiscal Year 2019 Goals and Objectives

TOWN SERVICES

The Town of Truro will provide efficient and effective municipal services that meet the needs of year-round residents, part-time residents and visitors.

TS1	The Town Manager will continue to explore and implement shared services with our neighboring Outer Cape communities and report on these efforts quarterly.
TS2	The Town Manager will work with the Cape Cod Commission, MassDOT and other relevant agencies on issues related to parking and report to the Board quarterly on these efforts.
TS3	In an effort welcome and encourage new business, the Town Manager and Licensing staff will review licensing procedures, approval and renewal and will recommend changes to the Board of Selectmen.
TS4	The Board of Selectmen will develop a policy that addresses modifications to Town-owned property by
TS5	The Board of Selectmen will hold a joint meeting with the Wellfleet Board of Selectmen by December 31, 2018.
TS6	The Board of Selectmen will hold a joint meeting with the Eastham Board of Selectmen by December 31, 2018.
TS7	The Board of Selectmen will hold a joint meeting with the Provincetown Board of Selectmen by June 30, 2019.

TS8	The Town Manager will evaluate Council on Aging services and will identify trends in the needs of older adults in the community (including issues of loneliness and housing) and will make recommendations for changes by December 31, 2018.

FISCAL MANAGEMENT

The Town of Truro will develop short and long-term fiscal policies that increase revenue from sources other than property taxes and minimize annual budget growth.

FM1	The Board of Selectmen, Finance Committee and Town Manager will define the format and collect data for a five-year financial forecast for the Town.
FM2	Budget process?
FM3	The Board of Selectmen will present a Home Rule Petition to voters at either the fall 2018 Special Town Meeting or the 2019 Annual Town Meeting that would create a local 0.5% real estate transfer tax that would fund the Capital Improvement Stabilization Fund.
FM4	The Board of Selectmen, Finance Committee and Town Manager will hold a community forum by October 31, 2018 on the development of the FY2020 budget in order to educate and gain information from citizens that will also inform the FY2020 budget.
FM5	The Board of Selectmen, Finance Committee and Town Manager will hold a community forum on the final proposed FY2020 budget prior to Town Meeting.

PUBLIC SAFETY

The Town of Truro will provide high quality and cost effective police, fire and emergency services to residents and visitors in coordination and collaboration with neighboring towns.

PS1	The Board of Selectmen and Town Manager will review and revise the existing General Noise Bylaw by
PS2	Work with The Town Manager, Emergency Management Director, and staff as needed, will develop neighborhood storm teams for natural disasters.

COMMUNITY SUSTAINABILITY

The Town of Truro will support policies and programs that:

- Foster sustainable and appropriate economic development
- Create more affordable, year-round places for people to live
 - Protect and restore our fragile environment

CS1	<p>The Town Manager will continue efforts on the following environmental projects and develop and implement public outreach and education components for them:</p> <ol style="list-style-type: none"><i>Pamet River Tidal Flow Restoration & Watershed Study:</i> This tidal restoration project will allow the Town to evaluate several different culvert model scenarios. Modelling of initial data will be complete by fall 2018. As a result of the 2018 storm impacts, follow up modelling will be completed by April 1, 2019. A public update will be presented in the summer of 2018.<i>East Harbor Culvert Replacement:</i> Replacement of the seaward portion of the culvert at East Harbor will be complete by October 31, 2018. Evaluation of the scope of work for the culvert section between Route 6 and Shore Road will be complete by June 30, 2019.<i>Mill Pond and Eagle Creek Repairs & Improvement:</i> Additional modelling to complete necessary repairs/improvements to Mill Pond and Eagle Creek will begin by July 31, 2017. The scope of services and plan will be completed by June 30, 2018. Bid process for the project will be advertised by April 1, 2019.<i>Little Pamet Watershed Study & Culvert Repair:</i> Use 2018 Association for the Preservation of Cape Cod assessment to identify the necessary repairs/improvements for the Little Pamet culvert and to identify the scope of work for the whole system in order to identify appropriate resiliency funds for identified improvements.
CS2	<p>In an effort to support economic development, the Board of Selectmen, Town staff, and Town Counsel will develop a time table for Comcast contract negotiations by</p>
CS3	<p>The Board of Selectmen will continue discussions with Provincetown to explore the potential of expanding the sewer line down 6A.</p>
CS4	<p>Local Comprehensive Plan to be completed by</p>

CS5	In an effort to improve water quality, the Town Manager will direct staff to develop a plan for the annual reduction of cess pools.
CS6	Research and develop ideas for home rental or ownership for people at 120% AMI, with specific consideration of municipal workers and elderly.
CS7	The Board of Selectmen will present a Home Rule Petition to voters at either the fall 2018 Special Town Meeting or the 2019 Annual Town Meeting that would allow for expansion of the Residential Tax Exemption to property owners that rent year round.
CS8	The Town Manager will work with the Cape Cod Commission to explore ways to improve the Truro and North Truro Village Centers.
CS9	Modify ADU bylaw to make it By-right and/or develop an Amnesty program.
CS10	The Board of Selectmen and Town Manager will identify additional funding sources for the Affordable Housing Trust that do not affect the tax rate in order to further support the development of a wide range of affordable and community housing in Truro.
CS11	Study and evaluate municipal energy initiatives for 20% energy reduction.
CS12	Determine steps for a wastewater management plan.

CS13	Explore ways to make Truro a better place for small businesses through discussions with business representatives and zoning amendments supporting small-scale development proposals.
CS14	The Town Manager will direct staff to explore costs and scope of developing a comprehensive shorefront management plan to improve coastal resiliency for the bay shoreline.
CS15	The Town Manager will review sites in town that could potentially serve as an aquaculture nursery.
CS16	The Board of Selectmen will work with the Chamber of Commerce to develop a welcome kit for new residents and prospective businesses.

COMMUNITY ENGAGEMENT & GOVERNANCE

The Town of Truro will have an open and transparent government that proactively engages and involves the town's residents.

CEG1	The Town Manager will develop an overall vision and e-communication strategy and plan that will include ways to increase use of the Town's website, Facebook page and other electronic and social media as a way to communicate with and gather information from residents, property owners and visitors; as well as to provide information to the community about the working of municipal government by September 30, 2018.
CEG2	The Board of Selectmen will conduct a thorough review of charges for Boards, Committees and Commissions under its purview by _____. This will include: <ul style="list-style-type: none">a. An assessment of relevance to the current and future work of the Town of Truro.b. Revisions to charges to ensure clarity of purpose, role and authority.c. Consolidation if possible and appropriate.d. Develop incentives for residents to volunteer to serve on Boards, Commissions and Committees.
CEG3	As part of the Local Comprehensive Planning process, the Board of Selectmen, Town Manager and Local Comprehensive Plan Committee will conduct an outreach, organizing and information gathering process that will engage citizens in the planning process and include the development of community-wide vision, mission and goals.
CEG4	Provide information to the community about the workings of municipal government.
CEG5	The Board of Selectmen and Town Manager will establish a recognition program to identify and thank volunteers and staff.

CEG6	The Board of Selectmen will create an informational manual for the Board of Selectmen and other citizen volunteers by December 31, 2018 in order to help them be more effective in their role as well as to comply with local, state and federal regulations.



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Rae Ann Palmer, Town Manager

REQUESTED MEETING DATE: June 12, 2018

ITEM: Proposed One Day Alcohol and One Day Entertainment License Fee Increases

EXPLANATION: January 23, 2018 the Select Board reviewed and approved proposed One Day Alcohol and One Day Entertainment License fee increases to coincide with rates in surrounding communities and to support administrative cost in reviewing applications and supporting documentation.

The Select Board Policy #53 allows for a 50% reduction for Non-profits registered in Barnstable County. The Truro Historical Society submits multiple One Day Alcohol licenses for the summer season and has requested that the fee remain at \$12.50 instead of the new rate of \$25.00. The Board requested that this be included on the Agenda so that you may revisit the policy for this specific rate. Staff has provided the following information for your consideration.

Current One Day Alcohol and One Day Entertainment license fees (per date) are as follows:

One Day Wine and Malt	<u>\$50.00</u>
One Day Wine Only	<u>\$50.00</u>
One Day Malt Only	<u>\$50.00</u>
One Day All Alcohol	<u>\$75.00</u>
One Day Special Entertainment	<u>\$50.00</u>

Current 50% Non-Profit Reduction (per date) are as follows:

One Day Wine and Malt	<u>\$25.00 increased from \$12.50 as of January 23</u>
One Day Wine Only	<u>\$25.00 increased from \$12.50 as of January 23</u>
One Day Malt Only	<u>\$25.00 increased from \$12.50 as of January 23</u>
One Day All Alcohol	<u>\$37.50 increased from \$25.00 as of January 23</u>
One Day Special Entertainment	<u>\$25.00 increased from \$12.50 as of January 23</u>

The numbers of One Day Alcohol Licenses for 2017 are as follows:

Year	One Day Alcohol Licenses	Non-Profits Issued One Day Alcohol Licenses
2017	21	<u>Truro Center for the Arts</u> -6 <u>Highland Affordable</u> -1 <u>Truro Historical Society</u> -13 Private Party at Community Center-1

The numbers of One Day Licenses for Entertainment for 2017 are as follows:

Year	One Day Licenses for Entertainment	Non-Profits Issued One Day Entertainment Licenses
2017	55	<u>Truro Center for the Arts</u> -5 <u>Truro Historical Society</u> -1 Private Party at Community Center-2 <u>Sustainable Cape</u> -11 <u>Friends of the Truro Meeting House</u> -3 Truro Vineyards of Cape Cod-12 Protect Our Cape Cod Aquifer-1 Truro Concert Committee-10 (Exempt) <u>Payomet Theater</u> -10 (Sundays)

The current fee rates are in line with other Outer Cape communities. All non-profits registered in Barnstable County currently receive a 50% reduced rate. The approved fee increases offset the cost of administering the One Day License Applications. Staff coordinates with applicants on necessary documentation such as Liquor Liability, General Liability (if on Town Property), proof of Server Training Certificates, Certificate of Inspections for the building premises, as well as assisting with completing the Sunday State Entertainment application. Staff also coordinates with the Chief of Police for review and approval of both One Day Alcohol and One Day Entertainment applications. Other items researched per application include checking the non-profit status of an organization, checking the applicant's tax status with Tax Collector's Office, coordinating with the Town Planner on submitted temporary sign permits for an event, and coordinating with the Fire Chief with respect to Crowd Manager's for indoor events with 100 people or more.

After licenses are issued, copies are then forwarded to either the Alcoholic Beverages Control Commission for One Day Alcohol Licenses and the Office of Public Safety for Sunday Entertainment Applications. The thorough oversight of the license process helps ensure that the licenses are used responsibly by the applicant and or organization.

FINANCIAL SOURCE (IF APPLICABLE): Fees are deposited to general revenues.

SUGGESTED ACTION: *MOTION TO _____ the Non-Profit Rate for One Day All Alcohol, One Day Wine and Malt, One Day Wine only and One Day Entertainment Licenses.*

ATTACHMENTS:

1. Policy #53 Fee Waivers



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Tel: 508-349-7004 , Extension: 10 or 24 Fax: 508-349-5505

POLICY MEMORANDUM #53


Date: March 18, 2014

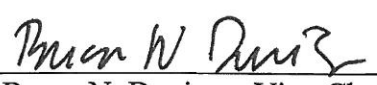
Subject: BOARD OF SELECTMEN'S GUIDELINES ON REDUCING OR WAIVING TOWN FEES AND EXPENSES FOR NONPROFIT ORGANIZATIONS


Nonprofit organizations pay reduced license fees of 50% of the total fee. Nonprofit organizations are responsible for covering the direct costs associated with the use of town facilities or property (e.g. custodial expenses, police detail and/or overtime, etc...).

In order to qualify for the reduced fee, organizations must meet the two following criteria.

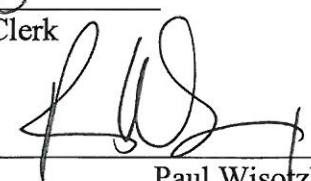
1. The organization is a registered nonprofit under Section 501c3 of the IRS Code. IRS documentation will be required as proof of status.
2. The organization has an official place of business within Barnstable County.


Jay Coburn, Chairman


Breon N. Dunigan, Vice-Chairman


Janet W. Worthington, Clerk


Robert Weinstein


Paul Wisotzky
Board of Selectmen
Town of Truro



Agenda Item: 5D

TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Kelly Sullivan Clark, Assistant Town Manager

REQUESTED MEETING DATE: June 12, 2018

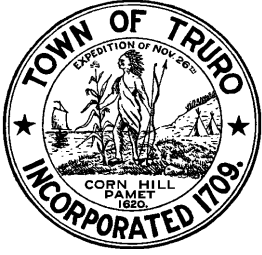
ITEM: Review of Board of Selectmen New Policy Reviewed by Town Counsel

EXPLANATION: Selectperson Worthington requested that a policy be developed regarding public comment at Select Board meetings. The attached policy was based on a similar policy in another Massachusetts' community and was developed with Town Counsel. It addresses when and how it is appropriate to accept public comment and the process for not including public comment at a meeting.

SUGGESTED ACTION: *MOTION TO accept proposed Board of Selectmen Policy #63 Select Board Public Comment Policy*

ATTACHMENTS:

1. Policy #63 Select Board Public Comment Policy



TOWN OF TRURO

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

POLICY MEMORANDUM #63

Date: Adopted June 12, 2018
Subject: **Select Board Public Comment Policy**

SCOPE

This Policy applies to the Select Board and all other Boards, Committees and Commissions appointed by the Select Board. As used in this Policy, the word "Board" applies equally to all such Boards, Committees and Commissions.

POLICY STATEMENT

The Select Board recognizes the importance of active public participation at all public meetings, at the discretion of the Chair, on items on the official agenda as well as items not on the official agenda.

All comments from the public should be directed to or through the Chair once the speaker is recognized, and all parties (including members of the presiding Board) act in a professional and courteous manner when either addressing the Board, or in responding to the public.

Once recognized by the Chair, all persons addressing the Board shall state their name and address prior to speaking. It is the role of the Chair to set time limitations and maintain order during public meetings, as it is important that the Board allow themselves enough time to conduct their official town business.

"Public Comment" is a time when town residents can bring matters before the Board that are not on the official agenda. "Public Comment" may also occur, at the discretion of the Board, once a motion is on the floor, and discussion is had by members of the Board on a particular agenda item. No public comment shall be allowed when the Board is in the process of taking a vote or after the close of a public hearing. Comments should be short and to the point, with the Chair ultimately responsible to control the time available to individual speakers. Any matter presented under "Public Comment" will not be debated or acted upon by the Board at the time it is presented, except that a member of the Board may request that the matter be placed on the agenda for a future meeting.

All remarks and dialogue in public meetings must be respectful and courteous, free of rude, personal or slanderous remarks. Inappropriate language and/or shouting will not be tolerated. Furthermore, no person may offer comment without permission of the Chair, and all persons shall, at the request of the Chair, be silent. No person shall disrupt the proceedings of a meeting.

State law provides that the Chair may order a disruptive person to withdraw from a meeting (and, if the person does not withdraw, the Chair may authorize a constable or other officer to remove the person from the meeting). While the Board would hope that no meeting should ever come to that point, the Chair may order that a person be removed from a meeting if that person continues to be disruptive after repeated warnings.

In some cases, the Board may determine that a future meeting should not include a public comment period. The determination should be made by a motion at a public meeting and a majority favorable vote by the Board. It is advisable that the Board make an effort to determine this in advance of the meeting and should note it on the agenda for the meeting at which public comment will not be accepted. The Board does, however, reserve the right to not open public comment or to close public comment when it is deemed necessary regardless of the noticing of the meeting. Furthermore, this policy shall not apply to any Board meeting where the only item on the agenda is an executive session.

As is current practice, public comment during specific agenda items may occur, at the discretion of the Board, once a motion is on the floor, and discussion is had by members of the Board on a particular agenda item.

Robert Weinstein, Chair

Maureen Burgess, Vice-Chair

Janet W. Worthington, Clerk

Paul Wisotzky

Kristen Reed
Board of Selectmen
Town of Truro



TOWN OF TRURO

Selectmen Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Rae Ann Palmer, Town Manager

REQUESTED MEETING DATE: June 12, 2018

ITEM: Intermunicipal Agreement with Wellfleet – Herring River Restoration Agreement

EXPLANATION: The attached Intermunicipal Agreement (IMA) with Wellfleet redefines Truro's role in the Herring River Restoration Project for Phase 1. The agreement acknowledges Truro's role as an abutter and eliminates the Town's role as a project owner. The agreement also allows the Towns to work with the Cape Cod National Seashore (CCNS) to amend the Memorandum of Understanding III to accommodate this change. The IMA will be revisited for future phases of the project.

IMPACT IF NOT APPROVED: Truro would continue to be a project owner for work occurring in Wellfleet on CCNS and Town of Wellfleet property.

SUGGESTED ACTION: *MOTION TO approve the Intermunicipal Herring River Restoration Project Agreement with the Town of Wellfleet.*

ATTACHMENTS:

1. Intermunicipal Agreement – Herring River Restoration Project

**Herring River Restoration Project
MEMORANDUM OF UNDERSTANDING
Between
The Towns of Wellfleet and Truro**

This Memorandum of Understanding ("MOU") is entered into as of June 12, 2018 (the "Effective Date") by and between the Towns of Wellfleet and Truro, each one a municipal corporation acting through their respective Board of Selectmen (collectively the "Parties").

WHEREAS, the Towns have been working with the Cape Cod National Seashore ("CCNS") and the Herring River Restoration Committee ("Committee") in pursuing permitting for the Herring River Restoration Project ("Project"), all as more fully described in the Memorandum of Understanding III ("MOU III"), a fully executed copy of which is attached hereto as Attachment A to this Agreement; and

WHEREAS, pursuant to MOU III, representatives of both Towns have been serving on the Executive Council of the Committee, along with representatives of CCNS, and

WHEREAS, as the scope and extent of Phase I of the project has been developed, it has become clear that other than as a potential abutter to the Project, the Town of Truro has no meaningful role in Phase I since the vast majority of the work contemplated in Phase I will take place within the Town of Wellfleet on property owned by Cape Cod National Seashore, the Town of Wellfleet or private property owners.

NOW, THEREFORE, the Parties agree as follows:

1. Truro hereby indicates its support for the Project overall.
2. Wellfleet shall be the Party responsible for the implementation of Phase I and will be the applicant for all permits necessary for the completion of Phase I. Truro shall be considered an abutter to the Project being undertaken in Phase 1 by virtue of the fact that Truro's infrastructure may be impacted.
3. Truro agrees to cooperate with Wellfleet and the Committee in the implementation of Phase I to the extent reasonably requested by Wellfleet, CCNS, and the Committee, including supporting any grant funding applications, as such may become

available, to permit and finance the permitting, planning and implementation of the Project.

4. Wellfleet and Truro agree to jointly pursue discussions with the Committee and CCNS and to propose amendments to MOU III as may be necessary and appropriate to fulfill the intent of this MOU.

5. Nothing in this MOU shall be construed as prohibiting the Parties in the future from re-evaluating the role of Truro in Phase I and subsequent phases should further involvement in the Project by Truro be deemed mutually beneficial.

In witness thereof, the Parties hereto have executed this Agreement as of the first date written above.

For the Town of Wellfleet
Board of Selectmen

For the Town of Truro
Board of Selectmen

Robert Weinstein, Chair

Maureen Burgess, Vice-Chair

Janet Worthington, Clerk

Kristin Reed, Selectperson

Paul Wisotzky, Selectperson



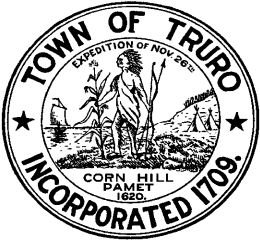
TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

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

6. **CONSENT AGENDA**

- A. Review/Approve and Authorize Signature:
 - 1. Curb Cut Application for Jeffrey Katz, 32 Castle Road.
 - 2. Curb Cut Application for Chris Costa, 14 North Pamet Road.
 - 3. Event Notification Form for Harbor to the Bay Bike Ride.
- B. Review and Approve Entertainment Licenses and One Day Alcohol Licenses for Truro Historical Society
- C. Review and Approve Appointments to Board/Committee/Commission: Meg Royka to the Charter Review Committee
- D. Review and Approve Select Board Minutes: May 9, 2018 and May 22, 2018, June 5, 2018 (Work Session)



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: June 12, 2018

ITEM: Curb Cut Application for 32 Castle Road

EXPLANATION: Jeffrey Katz has submitted a curb cut application for 32 Castle Road to install a new driveway which is adequate, functional and safe.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The plan to install a new driveway will not move forward.

SUGGESTED ACTION: *MOTION TO approve the application for a curb cut permit for 32 Castle Road and authorize the Chair to sign.*

ATTACHMENTS:

1. Curb Cub Application with map

EXHIBIT 1TOWN OF TRURO
APPLICATION FOR A CURB CUT PERMIT

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

Date: 4/3/18

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

RCUD 2018MAY21 PM2:44

Re: **APPLICATION FOR A CURB CUT**

ADMINISTRATIVE OFFICE
TOWN OF TRURO

Dear Board Members:

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

Name(s): Jeffrey Katz

Address: 32 Castle road, Truro, Ma 02666

Curb Cut Street Location: 32 CASTLE ROAD

Affected Town or State road: TOWN - CASTLE ROAD

Truro Assessor's Map Number: ~~60~~⁵⁰ Parcel Number: 66

Name of contractor: SONATHAN RICE LANDSCAPING

Reason/explanation: We Propose to instal a new driveway For
The Two dwelling that is Adequate, functional and safe. IN order to have
Two Parking spaces per home and allow Proper in and out flow with out moving
I/we hereby agree to the terms and conditions as outlined in this policy and attached Exhibits. vehicles.

Applicant's Signature: [Signature]

Owner's Signature (if different): [Signature] Date: 4/30/18

Owner's Address (if different): 19 Father Francis Gilday Street, Boston, MA
02118

Application for a Curb Cut Permit

Page 2

Director, Department of Public Works Preliminary Approval:
Approved _____ Disapproved _____ Not Applicable _____

_____, Department of Public Works

4/21, 2018
Date

Chief of Police Approval:
Approved _____ Disapproved _____ Not applicable _____

CS

Chief of Police

5/22/18
Date

Board of Selectmen Approval:
Approved _____ Disapproved _____

Chairman, Board of Selectmen

Date

Planning Board Approval (if required):
Approved _____ Disapproved _____ Not Applicable _____

Chairman, Planning Board

Date

Building Commissioner Approval:
Approved _____ Disapproved _____

Building Permit Number _____

Building Commissioner

Date

Mass Highway Referral (if required):
Date Forwarded _____

Signature

Director, Department of Public Works Declaration of Compliance:

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

Director, Department of Public Works

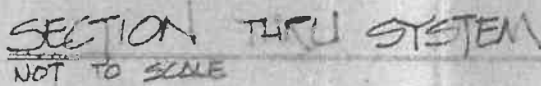
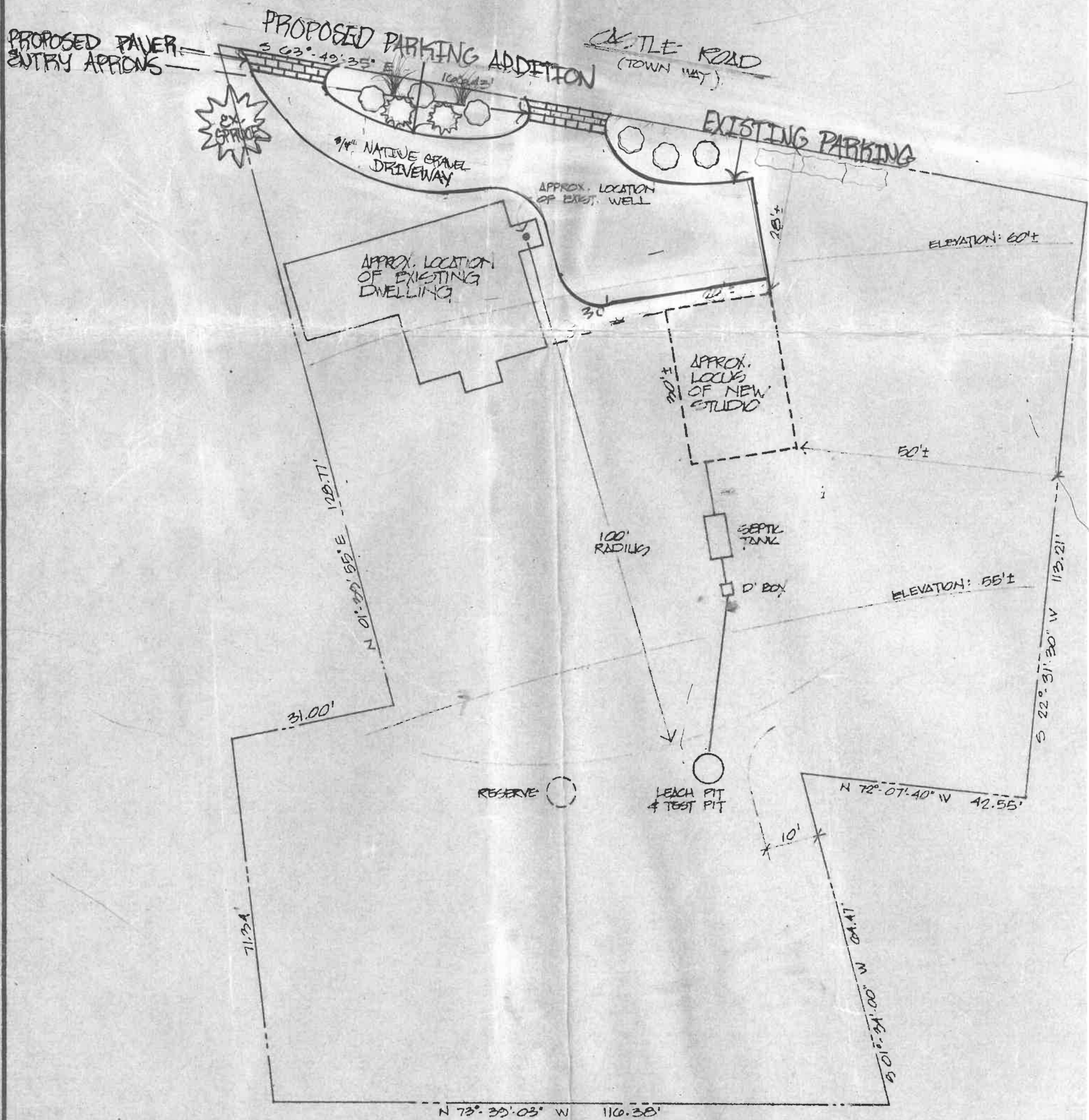
Date

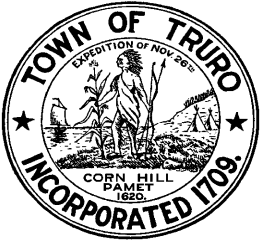
Building Commissioner Final Approval:
Approved _____ Disapproved _____

Certificate of Occupancy _____

Building Commissioner

Date


$$1^{\circ} = 20'$$




TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: June 12, 2018

ITEM: Curb Cut Application for 14 North Pamet Road

EXPLANATION: Chris Costa has submitted a curb cut application for 14 North Pamet Road to install a driveway to start construction of a single family home.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The plan to install a new driveway will not move forward.

SUGGESTED ACTION: *MOTION TO approve the application for a curb cut permit for 14 North Pamet Road and authorize the Chair to sign.*

ATTACHMENTS:

1. Curb Cub Application with map

EXHIBIT 1TOWN OF TRURO
APPLICATION FOR A CURB CUT PERMIT

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

Date: 5/20/18

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

Re: **APPLICATION FOR A CURB CUT**

Dear Board Members:

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

RCVD 2018MAY21 PM2:39
ADMINISTRATIVE OFFICE
TOWN OF TRURO

Name(s): Chris Costa

Address: 4 Elizabeth Way

Curb Cut Street Location: 14 North Pamet Road

Affected Town or State road: North Pamet

Truro Assessor's Map Number: 51 Parcel Number: 3

Name of contractor: John Rice

Reason/explanation: Seeking curb cut on 14 N. Pamet to
start construction of single family home (*Driveway to be made of 3/4" stone)

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

Applicant's Signature: Chris Costa

Owner's Signature (if different): _____ Date: 5/20/18

Owner's Address (if different): _____

Application for a Curb Cut Permit

Page 2

Director, Department of Public Works Preliminary Approval:

☒ Approved ☐ Disapproved ☐ Not Applicable

Director, Department of Public Works

MAY 21, 2018
Date

Chief of Police Approval:

☒ Approved ☐ Disapproved ☐ Not applicable

Crawford
Chief of Police

5/22/18
Date

Board of Selectmen Approval:

☐ Approved ☐ Disapproved

Chairman, Board of Selectmen

Date

Planning Board Approval (if required):

☐ Approved ☐ Disapproved ☐ Not Applicable

Chairman, Planning Board

Date

Building Commissioner Approval:

☐ Approved ☐ Disapproved

Building Permit Number _____

Building Commissioner

Date

Mass Highway Referral (if required):

Date Forwarded _____

Signature

Director, Department of Public Works Declaration of Compliance:

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

Director, Department of Public Works

Date

Building Commissioner Final Approval:

☐ Approved ☐ Disapproved

Certificate of Occupancy _____

Building Commissioner

Date

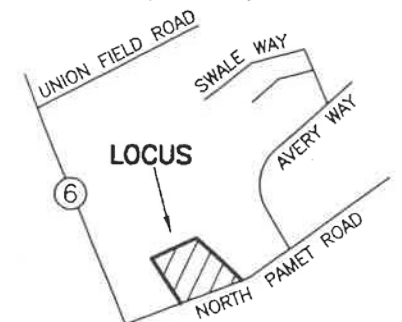
NOTES: FINAL GRADING AROUND DWELLING AND DRIVE TO BE DETERMINED BY OWNER AND BUILDER ON SITE.

VERIFY BUILDING HEIGHT AND PROPOSED FOUNDATION ELEVATION WITH BUILDING DEPARTMENT PRIOR TO CONSTRUCTION.

PLAN REFERENCES:
CERTIFICATE: 200108
L.C.P. 16777 C

LOCUS

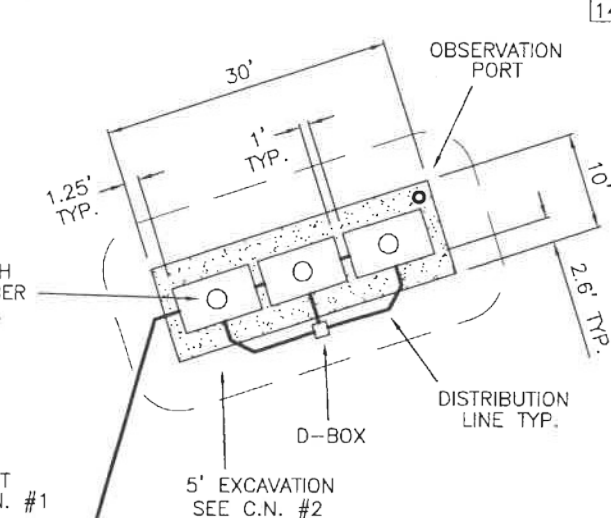
(NO SCALE)



LEGEND

- EXISTING WELL
- EXISTING CONTOUR
- WATER LINE
- TEST HOLE
- PROPOSED 2 COMPARTMENT SEPTIC TANK
- PROPOSED CONTOUR
- SEGMENTED STONE RETAINING WALL TYP.

LEACH AREA DETAIL



5-1-2018

THIS PLAN IS PREPARED FOR COMPLIANCE WITH 310 CMR 15.000.
ALL WELLS NOT SHOWN EXCEED 200' FROM LOCUS SEWAGE.
VERIFY ZONING AND UTILITY SETBACK DIMENSIONS PRIOR TO CONSTRUCTION.

FELCO, INC.

ENGINEERING — LAND SURVEYING

P.O. BOX 1366 ORLEANS, MA 02653
(508) 255-8141 WWW.FELCOENGINEERING.COM

SITE & SEWAGE PLAN

LOCUS: 14 NORTH PAMET ROAD

TRURO, MA

PREPARED FOR: CHRISTOPHER COSTA

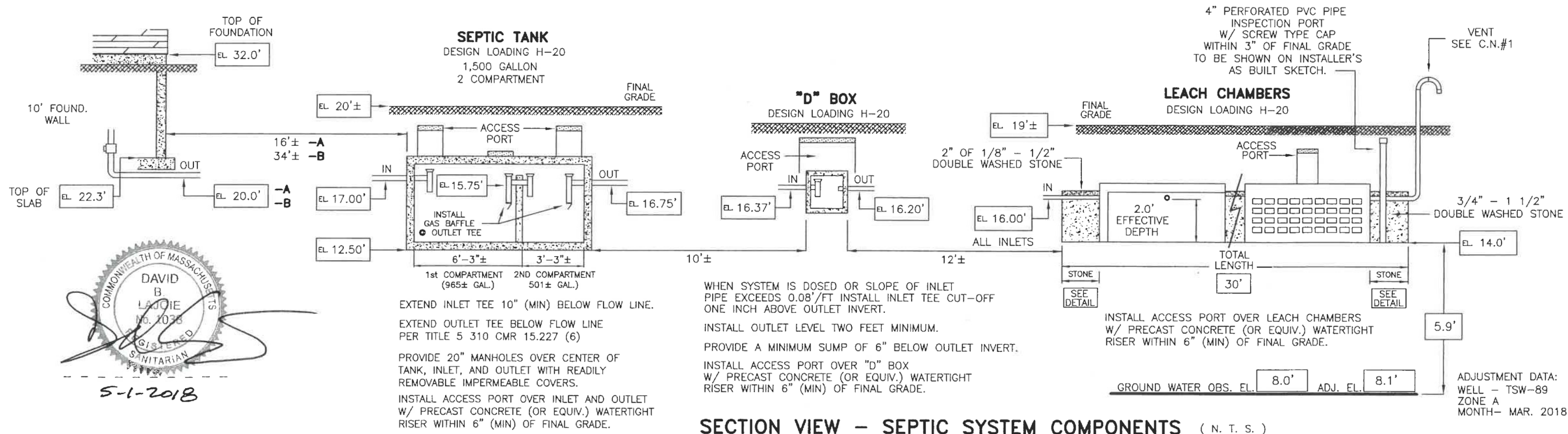
P. O. BOX 862

TRURO, MA 02666

REFERENCE: ASSR'S MAP 51 PARCEL 3

SCALE : 1" = 30'
SHEET No. 1 OF 2
DATE : 4-24-2018
JOB No. 18019

5-1-2018 REGRADE REVISIONS



DEEP OBSERVATION HOLE LOG

1. EL. 17.0' DATE: 4-12-2018 SOIL EVALUATOR: D. LAJOIE HEALTH DEPT. WITNESS: A. DAVIS

DEPTH	LOWEST ELEVATION	HORIZON	TEXTURE	STRUCTURE	MOTTILING	CONSISTENCE
0.0'	15.5'	A	LOAMY SAND	NO	NO	LOOSE
1.5'						
3.0'	14.0'	E	MEDIUM SAND	NO	NO	LOOSE
4.5'	12.5'	B	LOAMY SAND	NO	NO	LOOSE
WATER @ 9.0'	8.0'	C	MEDIUM SAND	PERC @ 6' <2 MIN/IN	NO	LOOSE
10.0'	7.0'					

2. EL. 18.2' DATE: 4-12-2018 SOIL EVALUATOR: D. LAJOIE HEALTH DEPT. WITNESS: A. DAVIS

DEPTH	LOWEST ELEVATION	HORIZON	TEXTURE	STRUCTURE	MOTTILING	CONSISTENCE
0.0'	16.7'	A	LOAMY SAND	NO	NO	LOOSE
1.5'						
4.0'	14.2'	E	MEDIUM SAND	NO	NO	LOOSE
6.0'	12.2'	B	LOAMY SAND	NO	NO	LOOSE
10.5'	7.7'	C	MEDIUM SAND	PERC @ 6' <2 MIN/IN	NO	LOOSE

3. EL. 18.2' DATE: 4-12-2018 SOIL EVALUATOR: D. LAJOIE HEALTH DEPT. WITNESS: A. DAVIS

DEPTH	LOWEST ELEVATION	HORIZON	TEXTURE	STRUCTURE	MOTTILING	CONSISTENCE
0.0'	17.2'	O	ORGANICS			
1.0'						
3.5'	14.7'	B	LOAMY SAND	NO	NO	LOOSE
10.5'	7.7'	C	MEDIUM SAND	PERC RATE <2 MIN/IN	NO	LOOSE

4. EL. 17.0' DATE: 4-12-2018 SOIL EVALUATOR: D. LAJOIE HEALTH DEPT. WITNESS: A. DAVIS

DEPTH	LOWEST ELEVATION	HORIZON	TEXTURE	STRUCTURE	MOTTILING	CONSISTENCE
0.0'	15.0'	A	LOAMY SAND	NO	NO	LOOSE
2.0'						
4.0'	13.0'	B	LOAMY SAND	NO	NO	LOOSE
WATER @ 9.0'	8.0'	C	MEDIUM SAND	PERC RATE <2 MIN/IN	NO	LOOSE
10.5'	6.5'					

CONSTRUCTION NOTES

- PROVIDE VENT PER 310 CMR 15.241. PROVIDE CHARCOAL FILTER ON VENT.
- EXCAVATE ALL UNSUITABLE SOIL 5' AROUND LEACH AREA DOWN TO MEDIUM SAND AND REPLACE WITH CLEAN MEDIUM SAND.

GENERAL NOTES

- ALL CONTRACTORS AND/OR INSTALLERS ARE RESPONSIBLE FOR PROVIDING AND MAINTAINING A SAFE WORK AREA.
- CONTRACTORS AND/OR INSTALLERS: VERIFY ALL UTILITY LOCATIONS PRIOR TO CONSTRUCTION.
- CONTRACTORS AND/OR INSTALLERS: VERIFY ALL WASTE LINE LOCATIONS PRIOR TO CONSTRUCTION.
- CONSTRUCTION DETAILS TO BE IN ACCORDANCE WITH STATE SANITARY CODE 310 CMR 15.000 AND TOWN BOARD OF HEALTH REQUIREMENTS.
- ELEVATION DATUM IS FROM ☒ U.S.G.S. QUAD. MAP. ☐ N.A.V.D.
- MUNICIPAL WATER IS AVAILABLE ☐ YES ☒ NO
- ANY ALTERATIONS TO DESIGN MUST BE APPROVED BY FELCO, INC. AND TOWN BOARD OF HEALTH.
- ALL EXISTING SEWAGE TO BE PUMPED AND FILLED WITH CLEAN MEDIUM SAND.
- SEPTIC TANKS, DOSING CHAMBERS, GREASE TRAPS, AND DISTRIBUTION BOXES SHALL BE INSTALLED WATERTIGHT.
- WHEN SEPTIC TANK, DOSING CHAMBERS, GREASE TRAPS, AND DISTRIBUTION BOXES ARE PLACED IN FILL, PROVIDE A LEVEL STABLE BASE WHICH HAS BEEN MECHANICALLY COMPACTED. VIRGIN GROUND WITH A 6" CRUSHED STONE BASE IS OTHERWISE ADEQUATE.
- GROUND COVER OVER SEPTIC SYSTEM COMPONENTS SHALL NOT EXCEED 36".
- WHEREVER SEWER LINES MUST CROSS WATER SUPPLY LINES, BOTH PIPES SHALL BE CONSTRUCTED OF CLASS 150 PRESSURE PIPE OR EQUIV. AND SHALL BE PRESSURE TESTED TO ASSURE WATERTIGHTNESS.
- ALL SYSTEM COMPONENTS SHALL BE MARKED WITH MAGNETIC MARKING TAPE OR A COMPARABLE MEANS IN ORDER TO LOCATE THEM ONCE BURIED.
- PROVIDE (1) MIN. 4" PERFORATED PVC PIPE INSPECTION PORT PLACED VERTICALLY DOWN TO STONE/SAND INTERFACE W/ SCREW TYPE CAP WITHIN 3" OF FINAL GRADE PER 310 15.240 (13).

FELCO, INC.
ENGINEERING - LAND SURVEYING

DESIGN

FLOW DETERMINATION ☐ 3 BEDROOM DWELLING

GARBAGE GRINDER ☒ NO ☐ YES

FLOW RATE = GAL/DAY

SEPTIC TANK SIZING:
 x 2.0 = GAL/DAY

USE: 1,500 GAL - 2 COMPARTMENT

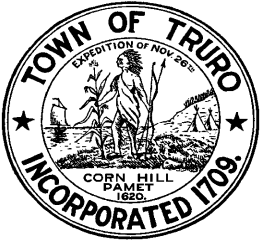
LEACHING FACILITY CALCULATIONS:
PERCOLATION RATE IS < MIN/INCH CLASS

SIDEWALL = (S.F.) x = GAL/DAY

BOTTOM = (S.F.)

USE: (3) 4.8' x 8.5' LEACH CHAMBERS
W/ STONE AS SHOWN IN DETAIL
= 30' LONG x 10' WIDE x 2' DEEP

JOB No : 18019	NAME : COSTA
DATE : 4-24-2018	SHEET 2 OF 2
REVISIONS : 5-1-2018 REGRADE	



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: June 12, 2018

ITEM: Event Notification form for Harbor to the Bay Bike Ride

EXPLANATION: Jim Morgrage, Director of the Harbor to the Bay Aids Benefit Bike Ride, has submitted his Event Notification Form for approval/signature, which is then sent to MassDOT. The Bike Ride is being held on Saturday, September 15, 2018.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The Harbor to the Bay organization would not be permitted to ride through Truro to Provincetown.

SUGGESTED ACTION: *MOTION TO approve the event notification form and authorize the Chair to sign.*

ATTACHMENTS:

1. Event Notification form with Route and informational flyers

EVENT NOTIFICATION FORM

May 2018

Ms. Mary-Joe Perry
 District Highway Director, District Five
 MassDOT, Highway Division
 1000 County Street
 Taunton, MA 02780

Dear Ms. Perry,

Please be advised that the City/Town of **Truro, MA** has notified the Board of Selectmen/City Council, Local Police Department, Local Fire Department, and, if applicable, the State Police of its intention to conduct road work/parade/race/or other events impacting State Highways on Route(s): **6, South Highland, 6A** in or through the City/Town(s) of **Truro, MA** benefiting **The 16th Annual Harbor To The Bay Aids Benefit Bike Ride on Saturday, September 15, 2018.**

The Board of Selectmen/City Council understands that it must give the Police and Fire Departments at least 48 hours notice before the commencement of the proposed work or event.

The Grantee must supply a Traffic Management Plan when the roadway is occupied and for all detours associated with said events to this Department and to all officials listed below. The Grantee(s) must notify the local and/or state police to set up a detour of this area with appropriate signs and barricades. The local Fire Department must be notified of the detour to ensure that measures will be taken to minimize disruption to the Fire Department's emergency service during the event. The Grantee(s) must also notify local media (newspapers, radio) of this proposed event.

The following signatures are required prior to the issuance of the Permit. All officials listed below shall assume all responsibility and liability for all activity associated under their jurisdiction.

Please fill out this form and fax it back to The Harbor to the Bay Committee at: 617 - 536 - 7979. Thank you!

LOCAL POLICE DEPARTMENT

Signed: Craig Dwyer

Title: Chief of Police

City/Town: Truro

FIRE DEPARTMENT

Signed: Steve Allen

Title: Fire Chief

City/Town: Truro

BOARD OF SELECTMEN/CITY COUNCIL

Signed: _____

Title: _____

City/Town: _____

STATE POLICE DEPARTMENT

Signed: _____

Title: _____

City/Town: _____



AIDS BENEFIT BIKE RIDE
100% TO CHARITY

Harbor to the Bay, Inc. · Box 990243 · Boston, MA 02199
Telephone: 855-422-2453 · www.harbortothebay.org

May 2, 2018

RCVD 2018MAY14 am11:24

ADMINISTRATIVE OFFICE

TOWN OF TRURO

Chairman, Board of Selectmen
Truro Town Hall
PO Box 2030
Truro, MA 02666

Dear Chairman,

On Saturday, September 15, 2018, Harbor to the Bay requests permission to come through Truro as part of the 16th annual Harbor to the Bay Charity Bike Ride. This will be our 16th time coming through Truro and we graciously thank you for your cooperation in previous years.

Harbor to the Bay Inc., is a 501(C) 3 non- profit organization, incorporated in the state of Massachusetts. Its members are local men and women, committed to deliver 100% of rider received pledges to our designated beneficiaries. The four beneficiaries are: AIDS ACTION, AIDS Support Group of Cape Cod, Community Research Initiative and Fenway Health. Last year, Harbor to the Bay raised nearly \$430,000, and since its beginning has raised over \$5.2 million dollars. Thank you again for your support!

The ride, which begins in Boston at 6:00 AM and ends in Provincetown MA at 6:45 PM, involves a total of 200 – 300 cyclists.

The route through Truro will be as follows: **Route 6 to South Highland Rd; Right on South Highland Road, left on Highland Road; Right on Route 6A(Shore Rd).**

The approximate time the riders will be coming through Truro is between **2:00 PM to 6:00 PM**

Thank you again for your consideration.

Please feel free to contact me at the number below if you have any questions.

Sincerely,


Jim Mongrage, Director

617-536-0966, 617-320-7202

Cc: Route Map, Fact Sheet, Event Notification Form, 501C Form



**AIDS BENEFIT BIKE RIDE
100% TO CHARITY**

*Dedicated to the memory of community leader & philanthropist
Michael A. Tye, United Liquors Corp.*

Fact Sheet

- When:** Saturday, September 15, 2018
- Where:** 125 miles from Boston to Provincetown, or 68 miles from upper Cape Cod to Provincetown.
- Who:** Harbor to the Bay, Inc. is a 501(C) 3 not-for-profit organization incorporated in the state of Massachusetts. Its members are local men and women, participants in past AIDS bicycle fundraising, and friends, committed to deliver 100% of rider pledges to our chosen beneficiaries.
- Costs:** Operating expenses of the ride will be met by a rider registration fee of \$50 and by corporate and individual sponsorship, both in-kind and monetary.
- Our Mission:** The mission is to deliver 100% of rider received pledges to our chosen beneficiaries.
- Compensation:** No one receives compensation of any kind in helping to plan the event.
- Why:** 100% of rider raised funds are donated to charity.
- Founding Sponsors:** JetBlue Airways, Ketel One Vodka, Club Café, Bay Windows, Boston, Massachusetts, Boatslip Resort, Harbor Hotel, Provincetown, Massachusetts
- Information:** For further information, contact Jim Morgrage or Frank Ribauda at: 617-536-0966 (Club Café) or visit www.harbortothebay.org.

Harbor to the Bay, Inc., P. O. Box 99024, Boston, MA 02199
Telephone: 617-320-7202 or www.harbortothebay.org



AIDS BENEFIT BIKE RIDE
100% TO CHARITY

Beneficiaries: **Fenway Health, (FH)** has been serving the diverse neighborhood of Fenway and greater Boston since 1971 with full line of health care services. From the early 1980's, when Fenway diagnosed the first cases of HIV in New England, Fenway has become an international leader in the fight against HIV and AIDS. A variety of programs provide accurate, up-to-date information on HIV and AIDS. Prevention programs focus on helping HIV negative individuals stay healthy while also dealing with the emotional impact that HIV has on self, family, friends, and community. Other programs assist HIV positive clients, their loved ones, and caregivers to deal with the medical, social, financial, and legal aspects of HIV and AIDS. Fenway is the largest provider of free anonymous HIV testing in New England. Fenway currently cares for more than 2000 people living with HIV, the largest provider of outpatient services in New England.

The AIDS Support Group of Cape Cod, (ASGCC) one of the first AIDS organizations established in the United States, works to foster health, independence and dignity for people living with HIV/AIDS and Viral Hepatitis by providing care, support and housing. We work to help reduce the spread of HIV and other sexually transmitted infections through prevention, education and testing services. Our services span all of Cape Cod and the Islands and whenever possible, ASGCC works to address the global epidemic. ASGCC currently serves nearly 450 individuals and families living with HIV/AIDS providing a full range of supportive services and food and nutritional support. Our Prevention & Screening services team reaches nearly 100,000 residents and visitors to Cape Cod each year providing life-saving health education and access to testing and screening for HIV and a full range of sexually transmitted infections. www.asgcc.org

Harbor to the Bay, Inc., P. O. Box 99024, Boston, MA 02199
Telephone: 617-320-7202 or www.harbortothebay.org



AIDS BENEFIT BIKE RIDE
100% TO CHARITY

The mission of **Community Research Initiative, (CRI)** is to improve the lives of people living with HIV/AIDS for over 14 years; Boston-based **CRI** has participated in some of the most promising HIV medication research being conducted in the world. Through its continued outreach efforts, **CRI** provides the latest critical treatment information to all people living with HIV/AIDS, including women, people of color, and others who have been traditionally underserved. **CRI** has produced critical research and drug testing data that has contributed to the FDA approval of nearly half the currently available HIV treatments. **CRI's** contributions to Phase IV (post-drug approval) studies continue to have a major impact on treatment evaluation.

AIDS Action Committee, (AAC) of Massachusetts is the state's leading provider of prevention and wellness services for people vulnerable to HIV infection. It provides services to one in six people in Massachusetts living with an HIV diagnosis. These services include HIV counseling and testing; needle exchange; mental health counseling; housing assistance; and legal services. AIDS Action works to prevent new HIV infections, support those affected by HIV, and tackle the root causes of HIV/AIDS by educating the public and health professionals about HIV prevention and care; and advocating for fair and effective HIV/AIDS policy at the city, state, and federal levels. Founded in 1983, AIDS Action Committee of Massachusetts is New England's first and largest AIDS service organization. Learn more at www.aac.org.

Harbor to the Bay, Inc., P. O. Box 99024, Boston, MA 02199
Telephone: 617-320-7202 or www.harbortothebay.org



COMMONWEALTH OF MASSACHUSETTS
DEPARTMENT OF REVENUE
PO BOX 7010
BOSTON, MA 02204



HARBOR TO THE BAY, INC
PO BOX 990243
BOSTON MA 02199-0243

403C

Notice Date: 04/27/13
Taxpayer ID Number: [REDACTED]

Dear Taxpayer,

Below please find your Certificate of Exemption (Form ST-2). Please cut along the dotted line and display at your place of business.

Sincerely,

Massachusetts Dept. of Revenue



Form ST-2
Certificate of Exemption

Massachusetts
Department of
Revenue

Certification is hereby made that the organization herein is an exempt purchaser under General Laws, Chapter 64H, section 6(d) or (e). All purchases of tangible personal property by this organization are exempt from taxation under said chapter to the extent that such property is used in the conduct of the business of the purchaser. Any abuse or misuse of this certificate by any tax-exempt organization or any unauthorized use of this certificate by any individual constitutes a serious violation and will lead to revocation. Willful misuse of this Certification of Exemption is subject to criminal sanctions of up to one year in prison and \$10,000 (\$50,000 for corporations) in fines. (See reverse side.)

HARBOR TO THE BAY, INC
PO BOX 990243
BOSTON MA 02199-0243

03/07/13
CERTIFICATE EXPIRES ON
03/07/23

NOT ASSIGNABLE OR TRANSFERABLE

COMMISSIONER OF REVENUE



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Licensing Department

REQUESTOR: Nicole Tudor, Executive Assistant, on behalf of Jim Summers of the Truro Historical Society

REQUESTED MEETING DATE: June 12, 2018

ITEM: Approval of One-Day Alcohol Licenses and Entertainment Licenses for the Truro Historical Society at Highland House Museum

EXPLANATION: MGL Chapter 138 § 14 provides local authority to license Special One-Day alcohol licenses and MGL Chapter 140 § 181 provides local authority to license performance events. The One-Day Wine and Malt Alcohol Application for review and approval are for the following dates: June 29, July 11, 13, 18, 20, 25, August 1, 5, 8, 11, 15, 22, 29, September 5, and 21, 2018 for the Truro Historical Society being held at the Highland House Museum at 6 Highland Light Road from 5:00pm-8:00pm. June 8th request for Wine and Malt One Day License was approved on May 22nd.

Truro Historical Society has also submitted a One Day Entertainment Application and the Commonwealth of Massachusetts License for Public Entertainment on Sunday Application for two events in August (1st and 5th) with recorded and live music from 5:00-8:00pm.

The One-Day Alcohol and Entertainment Applications have been reviewed and approved by the Chief of Police, and eTIPS Certification and Certificate of Insurance for Liquor Liability has been provided.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The events will not have alcohol or entertainment.

SUGGESTED ACTION: *MOTION TO approve the One-Day Wine and Malt Licenses for the Truro Historical Society on June 29, July 11, 13, 18, 20, 25, August 1, 5, 8, 11, 15, 22, 29, September 5, and 21, 2018 from 5:00pm-8:00pm and for Entertainment Licenses for August 1st and Sunday August 5th from 5:00pm-8:00pm at Highland House Museum at 6 Highland Light Rd and to authorize the Chair to sign the applications.*

ATTACHMENTS:

1. One Day Alcohol Application approved by Chief of Police, Non-Profit Status , TIPS Certification, Truro Historical Society Event List
2. Entertainment Application approved by Chief of Police, and Commonwealth of Massachusetts License for Public Entertainment on Sunday Application



TOWN OF TRURO
P.O. Box 2030, Truro, MA 02666
Licensing Department

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

Application for a One Day Pouring License
MGL Chapter 138, Section 14 Special Licenses

The Local Licensing Authorities of TRURO pursuant to the provisions of Chapter 138 § 14 issuance of a **special one-day pouring license** as described herein.

BUSINESS/ORGANIZATION INFORMATION

TRURO HISTORICAL SOCIETY
Name of Applicant

Business/Organization Name

PO BOX 486 TRURO MA 02666
Mailing Address of Business/Organization

Non-profit or For-profit Entity

☒ Yes ☐ No
If yes, proof of Non-Profit Status must accompany this application

Jim Sumner
Contact Person

Phone Number

DIRECTOR@TRUROHISTORICALSOCIETY.ORG
Email

INDIVIDUAL APPLICANT INFORMATION

Individual's Name

Mailing Address

Phone Number

Email Address

EVENT INFORMATION

6/8, 6/29, 7/11, 7/13, 7/18, 7/20, 7/25, 8/1, 8/5, 8/8, 8/11, 8/15, 8/22, 8/29, 9/5, 9/21

Date(s) of Event for License to be issued

FUNDRAISING
Purpose of Event (example: fundraiser, etc.)

Hours of Alcoholic Beverages sales, service and/or Consumption (from - to) VARIES - 5-8 PM

HIGHLAND HOUSE MUSEUM - 6 Highland Light Rd Truro
Event Location (Must provide facility name, if any, street number and name)

NPS, CCNS 99 MARCONI SITE RD WELFLEET 02667
Property Owner Name and Address

Phone number

NA
Name of Caterer (if applicable)

20-70 (VARIES)
Approximate number of people attending

Is the event open to the general public ☒ Yes ☐ No

Will there be Entertainment

☒ Yes

☐ No

If Yes, Type of Entertainment

lectures & MUSIC

Will there be Police Detail

☐ Yes

☒ No

Purchase & Service

License is for the Sale of:

☐ All Alcohol Beverages (\$75.00)

☒ Wines & Malt beverages Only (\$50.00)

☐ Wines Only (\$50.00)

☐ Malt Beverages Only (\$50.00)

What is the source of the alcohol for the event (where is it being purchased*?)

PURCHASED AT APPROVED STORES

*If Wine is being donated see ABCC - Charity Wine Fundraising Application at <http://www.mass.gov/abcc/spec-lic-perm.htm>

Who will be serving the Alcohol?

BOARD MEMBER & DIRECTOR w/ TIPS CERT.
TIPS CERTIFIED REQUIRED-SUBMIT COPY OF CERTIFICATION WITH APPLICATION

Massachusetts Alcohol Beverage Control Commission (ABCC) has a 3-page list of "authorized sources" for the purchase of Alcohol used in conjunction with a temporary pouring license. The list includes alcohol wholesalers, farm brewers, manufacturers and direct shippers only. At this time, package stores and liquor stores are not considered "authorized sources" for use with a temporary pouring license.

Applicant's Signature

I certify under the pains and penalties of perjury that the above information is true and that I will comply with all applicable Alcohol Control Laws of the State of Massachusetts and policies and regulations of the Town of Truro.

Signature

Date

- Licenses are issued to persons who are at least 21 years of age.
- All Massachusetts Municipalities are required to send copies of temporary pouring licenses issued by the Town to the ABCC in Boston.
- Liquor Liability Insurance Certificate may be required and must list the Town of Truro as the "certificate holder" in the lower left corner of the certificate form.
- A copy of the required Fire Safety Inspection Certificate of the facility must be provided, if applicable.
- The Local Licensing Authority may impose restrictions and/or conditions.

Office Use Only

APPROVAL

Board of Selectmen

Meeting Date

Police Department

Date

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



TRURHIS-01

PHERLIHY

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/18/2018

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

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

PRODUCER Kaplansky Insurance 154 Shore Rd PO Box 267 North Truro, MA 02652	CONTACT NAME:	
	PHONE (A/C, No, Ext): (508) 487-6060	FAX (A/C, No): (508) 487-2040
INSURED Truro Historical Society, Inc Barbara Wohlgemuth PO Box 486 Truro, MA 02666	E-MAIL ADDRESS: info@kaplansky.com	
	INSURER(S) AFFORDING COVERAGE	
	NAIC #	
	INSURER A: Scottsdale Insurance Co.	
	INSURER B: Norfolk & Dedham Group	
	INSURER C: Lloyd's of London	
INSURER D:		
INSURER E:		
INSURER F:		

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"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:				08/11/2017	08/11/2018	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 \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A		06/26/2017	06/26/2018	PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
C	Property Section				03/06/2017	10/10/2017	Building 1,175,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
General Liability Policy includeds Host Liquor Liability for the events on the attached schedule

Issue as evidence of insurance

RCVD 2018MAY21 PM12:00

ADMINISTRATIVE OFFICE

TOWN OF TRURO

CERTIFICATE HOLDER

CANCELLATION

Town of Truro
Licensing Clerk
P.O. 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



TRURO

HISTORICAL SOCIETY

Truro Historical Society
PO Box 486
Truro, MA 02666

May 14, 2018

Town of Truro
Board of Selectmen
Town Hall Road
Truro, MA 02666

The Truro Historical Society will be presenting several special events during the 2018 season at which refreshments will be served including beer and wine.

The following outlines the planned events for the season and their corresponding dates.

Events:

Opening Reception – “Living Legacies 2018”

June 8, Friday @ 4 – 6 pm

Opening Reception – “Hopper Room”

June 29, Friday @ 4 – 6 pm

Christine McCarthy – “Edward Hopper in Truro”

July 11, Wednesday @ 7pm

Opening Reception - ‘Mid-Century – The Outer Cape comes of age’

July 13, Friday @ 4 – 6 pm

Mark Adams – “The erosion of Truro’s Ocean beaches and the Future of the Pamet River”

July 18, Wednesday @ 7pm

Annual Membership meeting – at the Highland House Museum

July 20, Friday at 4:30 PM

Susan Kurtzman – “Celebrating 65 years of Jobi Pottery”

July 25, Wednesday @ 7pm

Outer Cape Chorale Chamber Singers

August 1, Wednesday @ 7pm

Truro Historical Society Gala Celebration at the Highland House Museum

August 5, Sunday @ 5 pm – 7 pm

Peter McMahon – “Mid-Century Modern Houses on the Outer Cape”

August 8, Wednesday @ 7pm

Adam Berry – ‘A Haunting Investigation at Highland House’ Revealing the Museum’s famous ghost

August 11, Saturday

TBD

August 15, Wednesday @ 7pm

Meadow Hilley – “Uncovering the history of Cape Cod’s involvement in the slave trade”

August 22, Wednesday @ 7pm

Brian Carlstrom, Superintendent of the CCNS – “Impressions and vision for the future of the national seashore and the Outer Cape” In collaboration with *Truro Connections*

August 29, Wednesday @ 7pm

Bill Burke – “The History of creating the Cape Cod National Seashore”

September 5, Wednesday @ 7pm

Opening lecture for Truro Treasures

September 21, Friday @ 4pm

Address any reply to: JFK Federal Bldg., Boston, Mass. 02203

US Treasury Department

District Director
Internal Revenue Service

Date:

In reply refer to:

April 28, 1969

AU:R:EO:ED



Truro Historical Society Inc.
c/o Robert W. Chasteney, Jr.
Holsbery Road
Truro, Mass. 02666

Gentlemen:

Purpose: Educational
Address inquiries and file returns with District
Director of Internal Revenue: Boston, Mass.
Form 990-A Required: ☒ Yes ☐ No
Accounting Period Ending: December 31

On the basis of your stated purposes and the understanding that your operations will continue as evidenced to date or will conform to those proposed in your ruling application, we have concluded that you are exempt from Federal income tax as an organization described in section 501(c)(3) of the Internal Revenue Code. Any changes in operation from those described, or in your character or purposes, must be reported immediately to your District Director for consideration of their effect upon your exempt status. You must also report any change in your name or address.

You are not required to file Federal income tax returns so long as you retain an exempt status, unless you are subject to the tax on unrelated business income imposed by section 511 of the Code, in which event you are required to file Form 990-T. Our determination as to your liability for filing the annual information return, Form 990-A, is set forth above. That return, if required, must be filed on or before the 15th day of the fifth month after the close of your annual accounting period indicated above.

Contributions made to you are deductible by donors as provided in section 170 of the Code. Bequests, legacies, devises, transfers or gifts to or for your use are deductible for Federal estate and gift tax purposes under the provisions of sections 2055, 2106 and 2522 of the Code.

You are not liable for the taxes imposed under the Federal Insurance Contributions Act (social security taxes) unless you file a waiver of exemption certificate as provided in such act. You are not liable for the tax imposed under the Federal Unemployment Tax Act. Inquiries about the waiver of exemption certificate for social security taxes should be addressed to this office, as should any questions concerning excise, employment or other Federal taxes.

This is a determination letter.

Very truly yours,

WILLIAM E. WILLIAMS

District Director

Certificate of Completion

This Certificate of Completion of
eTIPS On Premise 3.0
For coursework completed on May 14, 2018
provided by Health Communications, Inc.
is hereby granted to:

James Summers

Certification to be sent to:

**Truro Historical Society
PO Box 486 6 Highland Light Road,
Truro MA, 02666-0486 USA**



HEALTH COMMUNICATIONS, INC.



This document is not proof of TIPS certification. It verifies only that you have completed the course. Valid certification documents will be forwarded to you.

RETURN TO TH

PRINT CERTIFIC

Certificate of Completion

This Certificate of Completion of
eTIPS On Premise 3.0
For coursework completed on May 14, 2018
provided by Health Communications, Inc.
is hereby granted to:

Susan Howe

Certification to be sent to:

**Truro Historical Society
PO Box 486
Truro MA, 02666-0486 USA**



HEALTH COMMUNICATIONS, INC.



This document is not proof of TIPS certification. It signifies only that you have completed the course. Valid certification documents will be forwarded to you.



TOWN OF TRURO

Licensing Department

PO Box 2030, Truro, MA 02666

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

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

Application for an Entertainment License

☒ Weekday ☐ Saturday ☒ *Sunday

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

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

BUSINESS/ORGANIZATION INFORMATION

TRURO HISTORICAL SOCIETY

Name of Applicant

Business/Organization Name

PO BOX 486 TRURO MA 02666

Mailing Address of Business/Organization

Is this a Non-profit or For-profit Entity (Check the appropriate box)



☒ Yes

☐ No

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

JIM SUMMERS

Contact Person



Phone Number

DIRECTOR@TRUROHISTORICALSOCIETY.ORG

Email

INDIVIDUAL APPLICANT INFORMATION

Individual's Name

Mailing Address

Phone Number

Email Address

EVENT INFORMATION

8/1/18 - Outer Cape Choate

8/5/18 - THS ANNUAL FUNDRAISER

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

FUNDRAISING

Purpose of Event (example: fundraiser)

Hours of Event (from - to) Choate - 7-8 PM / ANNUAL FUNDRAISER - 5-8 PM

HIGHLAND HOUSE MUSEUM

6 HIGHLAND LIGHT ROAD, TRURO

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

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

NPS - CCNP 99 MARCONI SITE RD WELFLEET MA 02667 - 508-255-3421

Property Owner Name and Address

Phone number

Seating Capacity: 100

Occupancy Number: 100

NA

Name of Caterer (if applicable)

Approximate number of people attending 70

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

Will an admission fee be collected? ☐ Yes ☒ No

Will there be a One Day Alcohol License ☒ Yes ☐ No **If yes; you must also apply for a One Day Alcohol License**

Will there be Police Traffic Control? ☐ Yes ☒ No

ENTERTAINMENT INFORMATION

Type of Entertainment: Please check the appropriate boxes.

Dancing: ☐ By Patron ☐ By Entertainers ☐ No Dancing

Music: ☒ Recorded ☐ Juke Box ☒ Live ☐ No Music

Number of Musicians & Instruments (Type) CHORALE - 16 / ANNUAL PARTY - 1

Amplified System: ☒ Yes ☐ No

Shows: ☐ Theater ☐ Movies ☐ Floor Show ☐ Light Show

☒ No Show

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

Applicant's Signature

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

Signature [Signature]

Date 5.15.18

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

Office Use Only

☐ Fee \$50.00

APPROVAL

License No **2018-06**

Board of Selectmen _____ Meeting Date _____

Police Department [Signature] Date 5/23/18

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

State Fee, \$ 2.00
Municipal Fee, \$ \$25.00

THE COMMONWEALTH OF MASSACHUSETTS
Town OF Truro



LICENSE

For

PUBLIC ENTERTAINMENT ON SUNDAY

The Name of the Establishment is TRURO HISTORICAL SOCIETY - HIGHLAND HOUSE MUSEUM in or on the property at No. 6 HIGHLAND LIGHT RD TRURO (address)

The Licensee or Authorized representative, JIM SUMMERS in

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

DATE	TIME	Proposed dancing or game, sport, fair, exposition, play/entertainment or public diversion
<u>8/5/18</u>	<u>5-8 pm</u>	<u>ANNUAL FUNDRAISER FOR HISTORICAL SOCIETY - RECORDED MUSIC</u>

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

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

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

Do not write in this box

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

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



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: June 12, 2018

ITEM: Approval of Meg Royka's re-appointment to the Charter Review Committee

EXPLANATION: Meg Royka's term with the Charter Review Committee expires on June 30, 2018. She has submitted her application to serve. The Chair approves of her re-appointment, and all of her forms are up to date.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Meg Royka will not be able to participate on the Charter Review Committee.

SUGGESTED ACTION: *Motion to approve Meg Royka to a three year term on the Charter Review Committee expiring on June 30, 2021.*

ATTACHMENTS:

1. Application to Serve-Meg Royka and approval letter from Chair Panessiti.

ADMINISTRATIVE OFFICE
TOWN OF TRURO



TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

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

APPLICATION TO SERVE ON AN APPOINTED MULTI-MEMBER BODY

NAME: MEG ROYKA HOME TELEPHONE: [REDACTED]

ADDRESS: PO Box 448 N. Truro WORK PHONE: _____

MAILING ADDRESS: 4 Pine Rd Rd E-MAIL: [REDACTED]

FAX: _____ MULTI-MEMBER BODY ON WHICH I WISH TO SERVE: _____

Charter Review Committee

SPECIAL QUALIFICATIONS OR INTEREST: have served on ^{committee} ~~board~~ since its
beginning

COMMENTS: _____

SIGNATURE: M. Royka DATE: June 6, 2018

COMMENT/RECOMENDATION OF CHAIRPERSON OF MULTI-MEMBER BODY (OPTIONAL) _____

SIGNATURE: _____ DATE: _____

INTERVIEW DATE: _____ APPOINTMENT DATE (IF APPLICABLE): _____

Noelle Scoullar

From: [REDACTED]
Sent: Wednesday, June 06, 2018 3:06 PM
To: Noelle Scoullar
Subject: RE: Re-Appointment to Charter Review Committee-Meg Royka
Attachments: disclaim.txt

Hi Noelle,

I'm happy to have Meg on the committee but am unsure as to why I am being asked to approve or disapprove? Appointments are made by the BOS, I'm just the Chair facilitating the work of the committee. Did Bob or someone ask you to check with me?

Robert M Panessiti, ChFC, NMLS#1215604
Senior Vice President-Wealth Management
Senior Portfolio Manager
Portfolio Management Program
UBS Financial Services Inc.
One Post Office Square 34th FL
Boston, MA 02109

[REDACTED] bt
8151 Toll Free
<https://www.ubsinc.ubs.com/team/tpcgroup/>
[.com](#)

From: Noelle Scoullar [<mailto:nscoullar@truro-ma.gov>]
Sent: Wednesday, June 06, 2018 2:56 PM
To: Panessiti, Robert
Cc: Nicole Tudor
Subject: Re-Appointment to Charter Review Committee-Meg Royka

Good Afternoon Bob,

Meg Royka has turned in her application to be re-appointed to the Charter Review Committee. Will you please respond to this email regarding her re-appointment (approval/etc.)

Thank you!
Noelle

From: scans@smtp.truro-ma.gov [<mailto:scans@smtp.truro-ma.gov>]
Sent: Wednesday, June 06, 2018 2:02 PM
To: Noelle Scoullar
Subject: Message from Mail Room KM_C458



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Vice-Chair Maureen Burgess

REQUESTED MEETING DATE: June 12, 2018

ITEM: Review and Sign Letter Supporting House Bill # 3927 Regarding Pesticides

EXPLANATION:

This Bill to amend State Law would allow more local control over pesticide use. The Bill has been proposed by Representative Dylan Fernandez.

SUGGESTED ACTION: *MOTION TO approve the Letter Supporting House Bill # 3927*

ATTACHMENTS:

1. Letter Supporting House Bill # 3927 Regarding Pesticides

Truro Board of Selectmen
24 Town Hall Road
Truro, Massachusetts 02652

June 12, 2018

Chairman William C. Galvin
House Rules Committee
Room 166
24 Beacon Hill
Boston, Massachusetts

Dear Chairman Galvin,

We the Truro Board of Selectmen write in support of House Bill 3927, petitioned by Representative Dylan Fernandez of Falmouth, relative to the power of cities and towns to regulate, restrict or prohibit the use, application or disposal of certain pesticides. It is our understanding that the Joint Committee on Environment and Natural Resources and Agriculture recently sent that bill to your committee for study.

Citizens in Truro are being negatively impacted by the spraying of pesticides on adjacent properties, and as a result they suffer from chemical trespass beyond their control. As you know, currently the Commonwealth prevents towns from developing their own by-laws relative to pesticide use.

The Truro Board of Selectmen feels that it is critical for our Town to have the ability to develop our own bylaws on pesticide use and to license or prohibit the commercial spraying of pesticides in our Town. The sandy soil of the Outer Cape is especially permeable, and we are concerned about the poisoning of our single source aquifer and the public health consequences. In addition, many of our beekeepers have suffered hive collapses which have been linked to the use of commonly-used pesticides.

We therefore respectfully request that the Committee on House Rules will vote favorably to support H 3927.

Sincerely,

Robert Weinstein, Chair

Maureen Burgess, Vice-Chair

Jan Worthington, Clerk

Paul Wisotzky, Selectperson

Kristen Reed, Selectperson

The Truro Board of Selectmen

cc: Senator Julian Cyr
Room 218
24 Beacon Hill

Representative Dylan Fernandez
Room 236
24 Beacon Hill

DRAFT

**Truro Board of Selectmen Meeting
Wednesday, May 9, 2018
Truro Town Hall**

Select Board Members Present: Maureen Burgess, Kristen Reed, Robert Weinstein, Paul Wisotzky, Janet Worthington

Present: Town Manager Rae Ann Palmer; Assistant Town Manager Kelly Clark

Chair Paul Wisotzky called the regular meeting to order at 5:00 p.m., congratulating new member Kristen Reed and returning member Janet Worthington.

BOARD ACTION

Election of Officers

Paul Wisotzky nominated Robert Weinstein as Chair. Janet Worthington seconded, and the motion carried 5-0.

Janet Worthington nominated Maureen Burgess as Vice-chair. Robert Weinstein seconded, and the motion carried 5-0.

Maureen Burgess nominated Janet Worthington as Clerk. Kristen Reed seconded, and the motion carried 5-0.

Maureen Burgess, Janet Worthington and Town Manager Rae Ann Palmer thanked Paul Wisotzky for his service as Chair. Paul Wisotzky stepped down as Chair, and Robert Weinstein presided over the rest of the meeting. He too thanked Paul Wisotzky for his leadership, congratulated Janet Worthington, the longest serving member on the Board, and welcomed Kristen Reed, the newest member.

Liaison Assignments

Select Board members reviewed their list of liaison assignments and indicated which ones they would like to continue or assume. Chair Weinstein will be liaison for the Bike & Walkways Committee, the Energy Committee, Library Trustees, and the Finance Committee. Maureen Burgess noted that it was the tradition that the Chair have fewer liaison assignments. Maureen Burgess will serve as liaison for the Agricultural Commission, the Board of Assessors, the Commission on Disabilities, the Board of Health, the Historical Commission which now includes the Historical Review Board, the Part-Time Residents Advisory Committee, Planning Board, and the Water Resources Oversight Committee. Kristen Reed will cover the Cable & Internet Advisory Committee, the Council on Aging, the Cultural Council, the Human Services Committee, the Recreation Commission, and the Recycling Committee. Paul Wisotzky will be liaison for the Charter Review Committee, the Community Preservation Committee, Fire & Rescue (along with Janet Worthington), the Housing Authority, the Open Space Committee, the Shellfish Advisory Committee, and the Zoning Board of Appeals. Janet Worthington's assignments are the Beach Commission, the Cemetery Commission, the Conservation

Commission, Fire & Rescue, the Pamet Harbor Commission, the Taxation Aid Committee, and the Truro Concert Committee.

Assignment as liaison to the Local Comprehensive Planning Committee will be decided between Janet Worthington and Paul Wisotzky at a future meeting. A liaison to the Police Department also is yet to be determined.

The boards and committees will be notified of the current liaisons and receive a copy of the Liaison Policy.

Goals & Objectives

Assistant Town Manager Kelly Clark reviewed and reported progress on all the Fiscal Year 2018 Select *Board Goals & Objectives* that cover Town Services, Fiscal Management, Public Safety, Community Sustainability, and Community Engagement & Governance. There was discussion of some of the items and completed goals were removed from the list. Janet Worthington requested an update on the Navigator program in Town Services. Paul Wisotzky said the Housing Authority would soon be presenting plans for the Cloverleaf Property. Rae Ann Palmer reported on the Pamet River modeling, data collection, flooding and a community outreach event. Janet Worthington and Robert Weinstein commented on current conditions along the north Pamet River after the flooding. Ms. Palmer explained the East Harbor project, its timing and public outreach. She also discussed Mill Pond and Eagle Creek culvert replacement. The culvert at Prince Valley Rd. was completed for less money than expected, she reported. Chair Weinstein asked about more engagement in the Budget process. Janet Worthington suggested meeting with the Wellfleet Select Board, and Rae Ann Palmer said she would try to arrange this. Chair Weinstein commented on the progress made and suggested more thought on proceeding with the other goals and objectives. Rae Ann Palmer said staff was working on a Financial Forecast, and the Local Comprehensive Planning process is in progress. These will be a part of the Strategic Plan. Paul Wisotzky reminded the Board that it was time to start thinking about the FY19 *Goals & Objectives*.

CONSENT AGENDA

- A. Review/Approve and Authorize Signature: *None*
- B. Review and Approve 2018 Seasonal Licenses: Lewis Brothers Ice Cream (Hawker Peddler), north of Highland Camping Area (Transient Vendor and Pool Table License), Moorland House (Lodging License), Highland Links Golf Course (Transient Vendor and Common Victualer), Blackfish Restaurant (Common victualer)
- C. Review and Approve Weekday and Sunday Entertainment Licenses for Truro Vineyards
- D. Review and Approve Entertainment License for Truro Concert Committee
- E. Review and Approve One Day Wine and Malt License at Pamet Harbor Yacht Club
- F. Review and Approve Weekday, Saturday, and Sunday Entertainment Licenses for Payomet Performing Arts
- G. Review and Approve Ambulance Contract

H. Review and Approve Board of Selectmen Minutes: April 10, 2018 Pre-Town Meeting, April 17, 2018.

Chair Weinstein asked for more information on the Ambulance Contract. Ms. Palmer confirmed two sets the dates in the contract and the dollar amounts stated. He also made an amendment to the April 17, 2018 minutes.

Paul Wisotzky moved to approve the Consent Agenda as modified. Maureen Burgess seconded, and the motion carried 5-0 with Kristen Reed abstaining from the Blackfish Restaurant license approval.

SELECTMENT REPORTS AND TOWN MANAGER REPORT

Janet Worthington gave thanks for the voters who made it possible for her to continue service on the Select Board. She suggested drafting a new policy on allowing public comment as a part of the selection process of candidates interviewed by the Select Board. She welcomed Kristen Reed and noted that women are now the majority on the Board. Paul Wisotzky welcomed Kristen Reed. He thanked all who had attended Town Meeting with special thanks to the Town Moderator and staff for preparation for it. He said it was time to start outdoor Office Hours again. He congratulated Pat Canavari of being named Service Volunteer of the Year. Finally, he gave thanks to all for the honor and privilege of serving as Chair of the Board and particularly thanked Rae Ann Palmer for her support and help. Kristen Reed offered a thank you to the Town of Truro for trusting her and electing her to the Select Board. Robert Weinstein thanked Kristen Reed for stepping forward and praised Paul Wisotzky for leading the Board with his civility and openness through many difficult situations. He announced that he will be attending a state-wide meeting of Selectmen in Boston on Wednesday, May 23, 2018 for discussion of the new marijuana laws. Maureen Burgess said she will be attending a similar meeting for Cape and Islands officials on Martha's Vineyard this Friday.

Town Manager Rae Ann Palmer said the Herring River Executive Committee would meet on May 16, 2018 in the Truro Community Center. She had learned from Affordable Housing Consultant Leedara Zola that Truro was eligible for a Housing Choice designation and will be attending a meeting on this. Also, there was news that the Town would receive a grant from Mass Housing to complete the engineering for the installation of a water line from Shore Rd. to the Cloverleaf Property. She announced that the Building Commissioner has submitted his resignation, which will become effective on June 30, 2018.

AGENDA FOR NEXT MEETINGS

Town Manager Rae Ann Palmer and members of the Board reviewed the next meetings:

Tuesday, May 15 – Chamber of Commerce Dinner (posted as a meeting)

Tuesday, May 22 – Pinning Ceremony for new Firefighters; presentation by Kristy Senatori of the Caped Cod Commission, licenses, Goal & Objectives, new policy on public comment, and a meeting with Housing Authority.

Maureen Burgess had two suggestions for future agenda items: community outreach and a review of tax exemptions. Ms. Palmer said she would ask John Nahas, who will be starting as assistant principal assessor on Monday, to look at the tax exemptions. She mentioned that he will become principal assessor when he obtains his certification.

ADJOURNMENT

Paul Wisotzky moved to adjourn. Maureen Burgess seconded, and the motion carried 5-0. The meeting was adjourned at 6:21 p.m.

Respectfully submitted,

Mary Rogers,
Secretary

Robert Weinstein, Chair

Maureen Burgess, Vice-chair

Kristen Reed

Paul Wisotzky

Janet Worthington, Clerk

Public Records Material of 5/9/18

1. Liaison List
2. Select Board Goals and Objectives
3. 2018 Seasonal Licenses: Lewis Brothers Ice Cream (Hawker Peddler), north of Highland Camping Area (Transient Vendor and Pool Table License), Moorland House (Lodging License), Highland Links Golf Course (Transient Vendor and Common Victualer), Blackfish Restaurant (Common victualer)
4. Weekday and Sunday Entertainment Licenses for Truro Vineyards
5. Entertainment License for Truro Concert Committee
6. One Day Wine and Malt License at Pamet Harbor Yacht Club
7. Weekday, Saturday, and Sunday Entertainment Licenses for Payomet Performing Arts
8. Ambulance Contract

DRAFT

**Truro Board of Selectmen Meeting
Wednesday, May 22, 2018
Truro Town Hall**

Select Board Members Present: Chair Robert Weinstein; Maureen Burgess, Kristen Reed, Paul Wisotzky, Janet Worthington

Also Present: Town Manager Rae Ann Palmer; Assistant Town Manager Kelly Clark

Chair Robert Weinstein called the meeting to order at 5:00 p.m.

PINNING CEREMONY

Fire Chief Timothy Collins introduced the two new firefighters. Michael Chute's wife Calliope pinned on his badge, and Town Clerk Cynthia Slade swore him in. Chief Collins presented Demi Miskiv. Her father did the honors of pinning her, and the Town Clerk swore her in. Chair Weinstein welcomed and thanked the new firefighters. Town Manager Rae Ann Palmer offered refreshments to celebrate and suggested a short break. The Select Board continued with the meeting, however.

APPOINTMENTS

Seashore Advisory Commission

As Select Board Chair, Robert Weinstein decided he would step down as representative to the National Seashore Advisory Commission in order to focus on his new role. He indicated that Maureen Burgess should become the representative. The Board concurred, including Janet Worthington, who is the alternate representative.

Paul Wisotzky moved to appoint Maureen Burgess as the representative to the Cape Cod National Seashore Advisory Commission. Janet Worthington seconded. The motion carried 5-0.

Local Comprehensive Plan Committee

The Board needed to replace Jay Coburn, who had been the original representative to the Local Comprehensive Plan Committee. Janet Worthington and Paul Wisotzky had expressed interest in becoming the representative. Ms. Worthington had decided that Paul Wisotzky had the planning skills needed. He said he was willing to serve.

Maureen Burgess moved to appoint Paul Wisotzky as the representative from the Select Board to the Local Comprehensive Plan Committee. Janet Worthington seconded, and the motion carried 5-0.

SELECT BOARD ACTION

Update on Cape Cod Commission

Kristy Senatori, Acting Director of the Cape Cod Commission, and Kevin Grunwald, Truro representative to the Cape Cod Commission, came forward for a presentation on Cape Cod Commission's regional efforts. Ms. Senatori discussed: water resources, the Cape One

Conference, coastal resilience, and the regional policy plan. She commented on their involvement with local bike trails and the Herring River Restoration Project. She thanked Kevin Grunwald for his service and had him present additional information on the Commission's priorities. He stressed communications, and introduced a new Cape Cod Commission newsletter. Chair Weinstein thanked them both for the work that the Commission does.

Housing Authority Presentation

Carl Brotman, Chair of the Truro Affordable Housing Authority, and Leedara Zola, Housing Consultant, gave a PowerPoint presentation on the Cloverleaf Property. The slides began with the gift of 4-acre parcel of land, known as the Cloverleaf Property, from the DOT; Truro's designation as a "Housing Choice Community," and grant money secured and sought. The Housing Authority is seeking Select Board Approval, Town assistance in the Referral for Project (RFP) and selection of a developer. Planning was based on data on demographics, home prices and community needs, with particular consideration of seniors. Without Town water, there is a potential for 17 bedrooms. With a connection to Town water, the Cloverleaf site will support 90 bedrooms. That would allow 30 to 40 rental units in a cluster configuration. Two of the 4-unit buildings could be joined as one larger structure. Recommended unit sizes were: 50% as 1-bedroom units, 40-45% as 2-bedroom units, and 5-10% as 3-bedroom units. Three affordability levels are planned: 50% (*Affordable* designation) affordable at or below the 80% of Area Median Income (AMI), 30% affordable at or below the 120% AMI and 20% at market rates.

Mr. Brotman and Ms. Zola answered questions on the data sources, municipal workers' salaries and housing, work force needs, first-year Truro preference in lottery, and the developer's role. Rae Ann Palmer elaborated on the RFP process. Paul Wisotzky commented on the appropriateness of the mix planned and getting developers interested in the project. Other questions concerned the next steps. This included the Select Board's support, the RFP, and a review committee. Responders to the RFP could be invited to give presentations of their proposals. Rae Ann Palmer said the review committee should consist of Housing Authority members, Select Board members and staff.

More questions were about the local preference criteria, composition of the review committee, and attracting a good developer. Kristen Reed expressed her appreciation to the Housing Authority for their effort to keep young people in the community.

Paul Wisotzky moved to support parameters of the Truro Housing Authority's plan for the Cloverleaf Property in order to create an RFP for the development. Maureen Burgess seconded, and the motion carried 5-0.

Chair Weinstein thanked the Housing Authority for their efforts, and Rae Ann Palmer said the Town has received a \$75,000 grant for the project. She thanked Leedara Zola for writing the grant and getting Truro's designation as a Housing Choice Community. She said Truro had been featured in a brochure distributed at the State House event last week. Mr. Weinstein thanked Governor Baker and the Lieutenant Governor for their help.

FY19 Goals & Objectives

Town Manager Rae Ann Palmer said every year in June the Select Board needs to review their *Goals & Objectives* plan for the upcoming fiscal year, hold a public hearing with the Town Moderator presiding, and set the new goals and objectives in July. She recommended having committee chairs offer input, set goals at a work session, hold the public hearing at the June 26, 2018 meeting, and adopt the goals in early July. The Board adjusted their June schedule to accommodate the goal planning.

Kristen Reed proposed that the Town engage in a collaborative effort to establish Truro's community identity as it relates to the Truro Comprehensive Plan. She recommended that the Select Board create a mission, vision and value statement, expressing who we are, what we value and how we should conduct ourselves to provide the framework for where we are going and how to make grounded decisions in any particular situation. The heart of this process is meant to bring the community together and to learn how to work for change to build a better future for Truro. She proposed this as a part of the Goals and Objectives.

CONSENT AGENDA

- A. Review/Approve and Authorize Signature: *None*
- B. Review and Approve Entertainment License for Sustainable Cape Farmers' Market
- C. Review and Approve 2018 Seasonal Licenses: Perry's Furniture and Hillside Farmstand (Transient Vendor)
- D. Review and Approve One Day Alcohol License for Truro Historical Society
- E. Review and Approve Board of Select Board Minutes: May 2, 2018 and May 3, 2018

Ms. Palmer explained the request from the Truro Historical Society. A larger discussion will be placed as an agenda item for another meeting.

Paul Wisotzky moved to approve the Consent Agenda as printed. Maureen Burgess seconded, and the motion carried 5-0.

SELECT BOARD REPORTS AND TOWN MANAGER REPORT

Maureen Burgess reported on two meetings concerned with cannabis regulations, one by the Cape Cod and Islands Selectmen's Association and one by the Truro High Dune Cannabis Cooperative. She also had attended the Chamber of Commerce dinner, joined a Planning Board member to discuss Zoning Bylaw amendments with members of the public, and attended an Agricultural Commission meeting which had focused on pesticide spraying in Truro. Kristen Reed said she had attended the Mass Municipal Association's meeting in Boston on cannabis regulations, the Cable & Internet Committee's latest meeting, the Recycling Committee meeting which dealt with better disposal of glass, cardboard and compost, and a Beautification Committee meeting planning for plantings on traffic islands. For further information, she recommended contacting her directly through the Town e-mail account or by contacting her through the Town Manager.

Chair Weinstein gave more information on the Boston meeting with Select Boards from across the state, who are facing the same issues in preparing zoning bylaws to regulate cannabis businesses in their towns. He also reported on a meeting of the Lower Cape Meeting Agenda, the six towns with portions partially within the boundaries of the Cape Cod National Seashore. They discussed mutual concerns, including future use of the Air Force Base in Truro. He said the new Superintendent and the Deputy Superintendent of the Seashore were open to suggestions and were willing to engage in conversation with the towns.

Town Manager Rae Ann Palmer congratulated Kelly Clark on completing her certificate program toward a Master's Degree Public Administration from Suffolk University. Ms. Palmer also explained continued efforts to stabilize the dune at Longnook Beach but could not promise that it would be ready for Memorial Day Weekend.

SELECTMEN COMMENTS

Janet Worthington asked that the small table in front of the Select Board table continue to be used for some presentations. Rae Ann Palmer suggested improvements that could be made for presenters at the podium. Paul Wisotzky thanked members of the Friends of Puma Park for their fund raising and work on wood chip ground cover needed to reopen Puma Park. Kristen Reed said she had been impressed by Cape Cod Young Professionals "Big Ideas" event.

AGENDA FOR NEXT MEETINGS

Rae Ann Palmer reviewed agenda items for the next two meetings:

Tuesday, June 19, 2018 – Work session on goals and objectives

Tuesday, June 12, 2018 – Executive Session for contracts, Senior Needs Survey results, curb cut applications, entertainment licenses, and revisit one-day alcohol license fees for non-profits.

ADJOURNMENT

Paul Wisotzky moved to adjourn. Maureen Burgess seconded, and the motion carried 5-0. The meeting was adjourned at 7:20 p.m.

Respectfully submitted,

Mary Rogers,
Secretary

Robert Weinstein, Chair

Maureen Burgess, Vice-chair

Kristen Reed

Paul Wisotzky

Janet Worthington, Clerk

Public Records Material for the Meeting of 5/22/18

1. PowerPoint Presentation on the Cloverleaf Property
2. Entertainment License for Sustainable Cape Farmers' Market
3. 2018 Seasonal Licenses: Perry's Furniture and Hillside Farmstand (Transient Vendor)
4. One Day Alcohol License for Truro Historical Society

DRAFT

Truro Select Board Meeting Truro Community Center Tuesday, June 5, 2018

Members Present: Chair Robert Weinstein; Maureen Burgess, Kristen Reed, Paul Wisotzky, Janet Worthington

Present: Town Manager Rae Ann Palmer; Assistant Town Manager Kelly Clark

Chair Robert Weinstein called the regular meeting to order at 5:10 p.m.

Rae Ann Palmer and Select Board members chose Thursday, June 28 as a date for the Police Chief's pinning ceremony at 6:30 p.m. followed by a reception with light refreshments.

Goals & Objectives Review and Discussion

Chair Robert Weinstein suggested removing goals that have been accomplished and streamlining those that are being continued. This would make the Goals and Objectives more manageable. He asked that the Board tackle the goals section by section for changes.

Town Services

TS-1 Remove. The goal for shared services is substantially completed.

TS-2 Parking & Transportation work will be continued with a decision on parking. The Board discussed possibilities for parking. Paul Wisotzky and Rae Ann Palmer will develop the wording for the goal.

TS-3 Remove. The RFP is out.

TS-4 Licensing Rules & Regulations will be ongoing. This will have a date of the end for the end of 2019.

TS-5 Modifications to Town-owned property will be continued.

TS-ADDITION Hold joint meetings with Wellfleet and Eastham Select Boards

TS-ADDITION Create a Truro Community Vision statement, working with the Local Comprehensive Plan Committee.

TS-ADDITION Prepare a Select Board Handbook for orientation with Truro-specific information.

TS-ADDITION Create a Truro Committee Rules & Regulations Handbook.

TS-ADDITION Develop a Welcoming Kit for new residents and prospective businesses.

TS-ADDITION Evaluate COA services and needs, and make recommendations for changes before next Budget.

Financial Management

FM-1 Remove since revenue & expense reports are done routinely.

FM-2 Create a five-year financial forecast.

FM-3 Remove. The fiscal policy manual will be completed on target.

FM-ADDITION Sewer line expansion This might also be put under Community Sustainability.

FM-ADDITION: Annual evaluation of municipal services.

FM-ADDITION Budget process improvement. Rae Ann Palmer offered information on 0-based Budgeting.

FM- ADDITION Bring Home Rule Local Transfer Real Estate Tax of .5% for Funding Capital Improvements and Stabilization Fund.

Public Safety

PS -1 Remove since reports on Navigator program are provided.

PS-2 Remove because reports are routine.

PS-3 Remove. New Police Chief has been chosen.

PS-4 Continue revisions to General Noise Bylaws

PS-ADDITION Develop storm team for natural disasters. Work with Emergency Management, Police and Fire Departments.

Community Sustainability

CS-1 Completed.

CS-2 Remove. Planning Board is working on the zoning bylaw for town-wide house size

CS-3 Completed.

CS-4 Completed.

CS-5 Continue environmental projects – develop and implement public outreach and education for:

- a. Pamet River Valley
- b. East Harbor seaward portion of culvert
- c. Mill Pond and Eagle Creek repairs begin July 13, 2017
- d. Little Pamet

CS-6 Remove. Directions will be added to the request for use of Town property form.

CS-7 Completed.

CS-8 Cable & Internet Advisory Committee will develop time table for Comcast contract

CS-9 Identify issues on serving the aging population of town.

CS-10 Local Comprehensive Plan to be completed by end of 2018.

CS-ADDITION Improve water quality in Town with a look at reduction of cesspools and available financing. Rae Ann Palmer will consult with the Health Agent regarding the possibility.

CS-ADDITION Research and develop ideas for rental or ownership for municipal workers and elderly.

CS-ADDITION Home rule petition to expand Residential Tax Exemption to home owners who rent out on a year-round basis.

CS-ADDITION Work with Cape Cod Commission on Truro Center and development of North Truro Village as a Town center.

CS-ADDITION Modify ADU bylaw to make it By-right and/or look at an Amnesty program.

CS -ADDITION Identify a funding mechanism to build up Affordable Housing Trust Fund that does not affect the tax rate.

CS-ADDITION Study and evaluate municipal energy initiatives for 20% energy reduction, solar net metering and next steps for a wastewater management plan.

CS-ADDITION Explore ways to make Truro a better place for small businesses through discussions with business representatives and zoning amendments supporting small-scale development proposals.

CS-ADDITION Encourage Anti-snob zoning bylaws.

CS-ADDITION Develop a Shore management program to improve coastal resiliency for the bay.

CS-ADDITION Acquire East Harbor area property for an aquaculture nursery and as Open Space.

Community Engagement in Government

CEG-1 Completed.

CEG-2 Vision and e-communication strategy and plan will be continued. This is also for Budget.

CEG-3 Remove. Substantially Completed.

CEG-4 Continue review of charges for all boards by Dec. 31, 2017. Includes:

- a. Assessment of relevance to Town
- b. Revisions to charges
- c. Consolidation where possible and appropriate
- d. Development of incentives for volunteers to serve

CEG-5 Completed.

CEG-6 Providing training for volunteers is ongoing. Paul Wisotzky and Kristen Reed will work on this.

CEG-7 Completed.

CEG-8 Conversational forums with citizens will relate to Local Comprehensive Plan and include Budget with a fall Budget meeting and a spring Budget meeting.

CEG-9 Completed.

CEG-10 Completed as presented. Hold joint conversions with groups on Charter charges for boards. Kelly Clark mentioned offering Citizens' Academy on specific areas. Paul Wisotzky suggested that this might be presented through a group other than the Select Board. He also suggested use of short videos, which Maureen Burgess said could be put on local TV.

CEG-11 Completed.

CEG-12 ADDITION Design a recognition program for volunteers with thanks in some form.

Next Meetings

Rae Ann Palmer reviewed agenda items for the June 12, 2018 meeting.

The Goals and Objectives hearing will be held on June 26, 2018.

Adjournment

Paul moved to adjourn. Maureen seconded, and the motion carried 5-0.

The meeting was adjourned at 8:00 p.m.

Respectfully submitted,

Mary Rogers, Secretary

Robert Weinstein, Chair

Maureen Burgess, Vice-chair

Kristen Reed

Paul Wisotzky

Janet Worthington, Clerk

Public Records Material for the Meeting of 6/5/18

Draft FY19 Goals & Objectives worksheet