



Truro Select Board

Tuesday, May 11, 2021

Executive Session-4:00pm

Regular Meeting-5:00pm

EXECUTIVE SESSION

<https://global.gotomeeting.com/join/319896309>

1 866 899 4679, Access Code: 319-896-309

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

Move that the Select Board enter into Executive Session in accordance with the provisions of Massachusetts General Law, Chapter 30A, §21 (a) 1 to discuss the reputation, character, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual; and not reconvene in open session, unless the individual involved requests that the session be open.

REGULAR MEETING

<https://global.gotomeeting.com/join/114832397>

1 877 309 2073, Access Code: 114-832-397

This will be a remote meeting. Citizens can view the meeting on Channel 18 in Truro and on the web on the "Truro TV Channel 18" button under "Helpful Links" on the homepage of the Town of Truro website. Click on the green "Watch" button in the upper right of the page. **To provide comment during the meeting please call in toll free at 1-877-309-2073 and enter the following access code when prompted: 114-832-397 or you may join the meeting from a computer, tablet or smartphone by entering the follow URL into your web browser:** <https://global.gotomeeting.com/join/114832397>. Please note that there may be a slight delay (15-30 seconds) between the meeting and the live-stream (and television broadcast). If you are watching the meeting and calling in, please lower the volume on your computer or television during public comment so that you may be heard clearly. We ask that you identify yourself when calling in to help us manage multiple callers effectively.

1. PUBLIC COMMENT

2. PUBLIC HEARINGS

- A. Eversource Petition for 48 Corn Hill Road
- B. Eversource Petition for 0 Head of the Meadow Road

3. BOARD/COMMITTEE/COMMISSION APPOINTMENTS

- A. Interview and Appoint-Bike and Walkways Committee Applicant-Adrian Cyr

4. STAFF/ COMMITTEE UPDATES

- A. Board/Committee Report: No report this meeting. Reports to resume on May 25, 2021.
- B. Staff Update on COVID-19, Masking in Truro, and Board of Health Regulations: Emily Beebe, Health/Conservation Agent

5. TABLED ITEMS NONE

6. SELECT BOARD ACTION

- A. Cape Cod Commission Update

Presenter: Kristy Senatori, Executive Director, and Kevin Grunwald, Truro Rep. Cape Cod Commission

B. Review and Vote on Town Meeting Articles

Presenter: Darrin Tangeman, Town Manager

C. Meeting Length Policy

Presenter: Sue Areson, Select Board Clerk

D. Walsh Property Community Planning Committee Membership

Presenter: Darrin Tangeman, Town Manager

E. Multi- Member Bodies Consolidation/ Dissolution: Part- Time Residents Advisory Committee, Herring River Restoration Committee, SMART/ PAYT AD Hoc Committee

Presenter: Darrin Tangeman, Town Manager

F. Vote to Advertise Vacancies and Approve an Ad Hoc Charge for the Economic Development Committee with a Term of One Year

Presenter: Darrin Tangeman, Town Manager

G. Authorize the Town Manager to Approve and Sign Housing Rehab Subordination Loan Requests

Presenter: Darrin Tangeman, Town Manager

7. CONSENT AGENDA

A. Review/Approve and Authorize Signature:

1. *Weekday and Sunday Entertainment License and Applications-Payomet Theater*

2. *One Day Sunday Entertainment License and Application-Captain's Choice*

B. Review and Approve 2021 Business Licenses: Hillside Farmstand – Transient Vendor License

C. Review and Approve Terra Luna Restaurant Temporary Use of Outdoor Area

D. Review and Approve Temporary Revised Alcohol License Terra Luna Restaurant

E. Review and Approve Appointment Renewals: Zoning Board of Appeals-Heidi Townsend, and Darrell Shedd

F. Review and Approve Select Board Minutes: March 29, 2021 and April 13, 2021

8. Select Board Reports/Comments

9. Town Manager Report

10. Next Meeting Agenda:



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: May 11, 2021

ITEM: Public Hearing-Eversource-48 Corn Hill Road

EXPLANATION: Eversource has submitted a petition to cover the installation of one 3" PVC conduit and one handhole and underground cable location on Corn Hill Road. This construction is necessary to provide service to the Beach Shack located at 48 Corn Hill Road. The Public Hearing has been advertised and abutters have been notified. Eversource is accepting electronic signatures and staff will place those signatures in the specified locations upon approval by the Select Board.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Power will not be available at 48 Corn Hill Road.

SUGGESTED ACTION: *Motion to approve the Petition by Eversource to install one 3" PVC conduit and one handhole and underground cable on Corn Hill Road to provide service to the Beach Shack located at 48 Corn Hill Road.*

ATTACHMENTS:

1. Eversource Petition
2. Certified Abutters List Request Form
3. Plan
4. Published Public Hearing Ad



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

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

TOWN OF TRURO REMOTE PUBLIC HEARINGS

EVERSOURCE CONDUIT, CABLE AND HANDHOLE

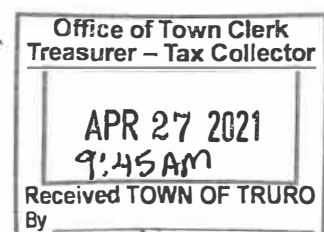
The Truro Select Board will conduct a remote public hearing on a petition from Eversource Energy to install 37 feet of conduit from new handhole 82/H16 to 82/H16A to provide underground electric service to the Beach Shack located at 48 Corn Hill Road.

EVERSOURCE POLE INSTALLATION

The Truro Select Board will conduct a remote public hearing on a petition from Eversource Energy to install 3 new poles and 3 new anchor guys on Head of the Meadow Road to provide electric service to the Beach Shack located at 0 Head of the Meadow Road.

Both remote public hearings will be held on Tuesday, May 11, 2021 at 5:00pm. To provide comment during the meeting please call in toll-free at 1-877-309-2973 and enter the following access code when prompted:
114-832-397

Robert Weinstein, Chair
Select Board





484 Willow Street, West Yarmouth, MA 02673

April 12, 2021

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

Dear Select board,

Enclosed you will find one (1) petition covering the installation of one (1) 3" PVC Conduit and One (1) Handhole and underground cable location on Corn Hill Road, Truro, MA. This construction is necessary to provide service to the Beach Shack located at 48 Corn Hill Road.

The notice to abutters and hearing will be required.

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

Very truly yours,

Marissa Jackson
Right of Way Agent
508-269-5632

enc.

**PETITION FOR
UNDERGROUND CABLE AND CONDUIT LOCATIONS**

Truro, Massachusetts, April 12, 2021
TO SELECT BOARD FOR THE TOWN OF TRURO, MASSACHUSETTS

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

W/O# 4487960

requests permission to locate underground cables, conduits, manholes, including the necessary sustaining and protecting fixtures, in, under, along and across the following public way or ways:

Corn Hill Road

**Underground Cable and Conduit
location – Install 1-3" PVC Conduit
& 1 Handhole**

Wherefore it prays that after due notice and hearing as provided by law, it be granted a location for and permission to install and maintain underground cables, conduits, and manholes, together with such sustaining and protecting fixtures as it may find necessary, said underground cables, conduits, and manholes to be installed substantially in accordance with the plan filed herewith marked **Plan No. 4487960, dated March 19, 2021.**

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

By Marissa Jackson

Marissa Jackson -Right of Way, Agent

FORM OF ORDER FOR UNDERGROUND CABLE AND CONDUIT LOCATIONS

IN SELECT BOARD FOR THE TOWN OF TRURO, MASSACHUSETTS

Notice having been given and a public hearing held, as provided by law,
IT IS HEREBY ORDERED THAT THE:

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

W/O# 4487960

be and they are hereby granted a location for and permission to install and maintain underground cables, Conduits and manholes, together with such sustaining or protecting fixtures as said company may deem necessary, in, under, along and across the public way or ways hereinafter referred to, as requested in petition of said companies.

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

Cables, conduits, and manholes shall be installed substantially at the point indicated upon the plan marked -- **Plan No. 4487960, dated March 19, 2021** filed with said petition. The following are the public ways or parts of ways under, along and across which the cables above referred to may be installed under this order.

Corn Hill Road

**Underground Cable and Conduit
location – Install 1-3" PVC Conduit
& 1 Handhole**

I hereby certify that the foregoing order was adopted at a meeting of the Select Board of the Town of Truro, Massachusetts held on the _____ day of _____ 2021.

Clerk of Select Board.

Massachusetts

2021.

Received and entered in the records of location orders of the Town of _____

Book _____ Page _____.

Attest:

Town Clerk

We hereby certify that on _____ 2021, at _____ o'clock, _____ M,

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

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

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

Truro, Massachusetts.

CERTIFICATE

I hereby certify that the foregoing is a true copy of a location order and certificate of hearing with notice adopted by the Select Board of the Town of _____, Massachusetts, on the _____ day of _____ 2021, and recorded with the records of location orders of said Town, Book _____, Page _____.

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

Attest:

Town Clerk.



TOWN OF TRURO

Assessors Office

Certified Abutters List

Request Form

RECEIVED

APR 13 2021

ASSESSOR'S OFFICE
TOWN OF TRURO

DATE: 4/13/2021

NAME OF APPLICANT:

Eversource Energy

NAME OF AGENT (if any):

Marissa Jackson

MAILING ADDRESS:

484 Willow St, W. Yarmouth, MA 02673

CONTACT: HOME/CELL

[REDACTED]

EMAIL: marissa.jackson@eversource.com

PROPERTY LOCATION:

48 Corn hill Rd, Truro

(street address)

PROPERTY IDENTIFICATION NUMBER: MAP

PARCEL

EXT.

(if condominium)

ABUTTERS LIST NEEDED FOR:(please check all applicable)**FEE: \$15.00 per checked item**

(Fee must accompany the application unless other arrangements are made)

☐ Board of Health⁵☐ Planning Board (PB)☐ Zoning Board of Appeals (ZBA)☐ Cape Cod Commission☐ Special Permit¹☐ Special Permit¹☐ Conservation Commission⁴☐ Site Plan²☐ Variance¹☐ Licensing☐ Preliminary Subdivision³☐ Type:☐ Definitive Subdivision³☒ Other☐ Accessory Dwelling Unit (ADU)²

grant of location

(Please Specify)

(Fee: Inquire with Assessors)

Note: Per M.G.L., processing may take up to 10 calendar days. Please plan accordingly.**THIS SECTION FOR ASSESSORS OFFICE USE ONLY**

Date request received by Assessors:

4/13/2021

Date completed:

4/13/2021

List completed by:

[Signature]

Date paid:

[Signature]

Cash/Check

¹Abutters, owners of land directly opposite on any public or private street or way, and abutters to the abutters within 300 feet of the property line.

²Abutters to the subject property, abutters to the abutters, and owners of properties across the street from the subject property.

³Landowners immediately bordering the proposed subdivision, landowners immediately bordering the immediate abutters, and landowners located across the streets and ways bordering the proposed subdivision. **Note:** For Definitive Subdivision only, responsibility of applicant to notify abutters and produce evidence as required.

⁴All abutters within 300 feet of parcel, except Beach Point between Knowles Heights Road and Provincetown border, in which case it is all abutters within 100 feet. **Note:** Responsibility of applicant to notify abutters and produce evidence as required.

⁵Abutters sharing any boundary or corner in any direction – including land across a street, river or stream. **Note:** Responsibility of applicant to notify abutters and produce evidence as required.



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

Date: April 13, 2021

To: Eversource

From: Assessors Department

Certified Abutters List: 48 Corn Hill Road

Public Hearing

Attached is a combined list of abutters for the property located at 48 Corn Hill Road.

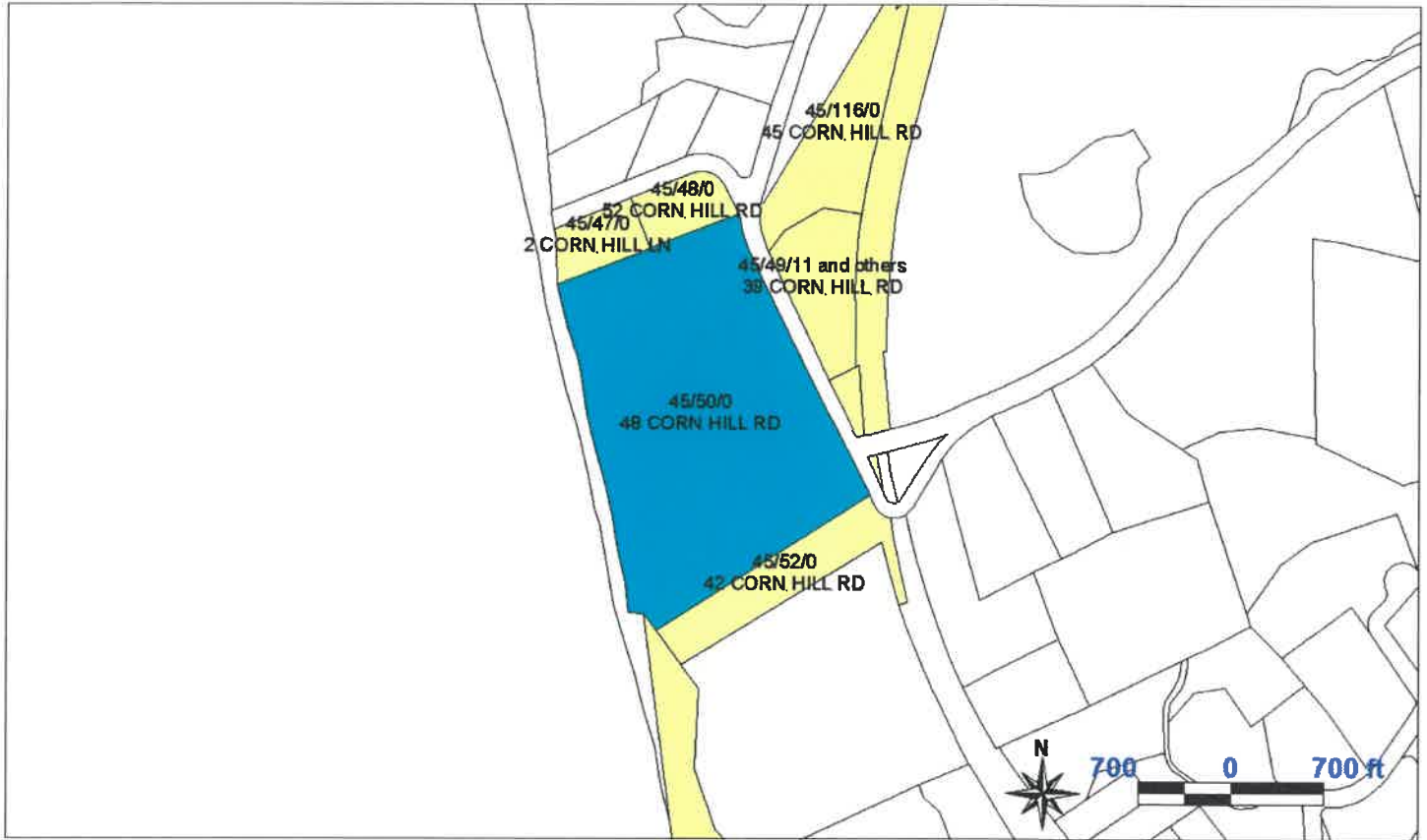
The current owner is Town of Truro.

The names and addresses of the abutters are as of April 7, 2021 according to the most recent documents received from the Barnstable County Registry of Deeds.

Certified by:

Olga Farrell
Assessing Clerk

Custom Abutters List



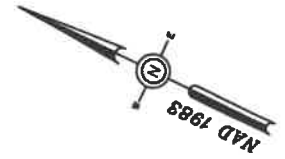
Key	Parcel ID	Owner	Location	Mailing Street	Mailing City	ST	ZipCd/Country
2121	45-35-0-R	ROSE INVESTMENT TRUST TRS: ROSE AUSTIN L JR & MARY L	0 CORN HILL RD	PO BOX 925	TRURO	MA	02666
2145	45-47-0-R	FORTIER GERALD & DEBRA	2 CORN HILL LN	49 SOUTH SUMMER ST	NOTTINGHAM	NH	03290
2146	45-48-0-R	PERRY CLAIRE A LIVING TRUST TRS: PERRY CLAIRE A	52 CORN HILL RD	PO BOX 1016	TRURO	MA	02666-1016
2147	45-49-1-R	ROSE INVESTMENT TRUST C/O RUMBLE JUDY M	39 CORN HILL RD	518 EAST BROADWAY	SOUTH BOSTON	MA	02127
2148	45-49-2-R	MCGIRR RICHARD H & LIDA BANDER	39 CORN HILL RD	50 CHURCH ST	CONCORD	MA	01742
2149	45-49-3-R	CORN HILL REALTY TRUST TRS: ONEIL THOMAS J III ET AL	39 CORN HILL RD	731 UNION ST	ROCKLAND BEACH	MA	02370
2150	45-49-4-R	MACIASZEK SARAH A	39 CORN HILL RD	57 BRIGHAM RD	SOUTH HADLEY	MA	01075
2151	45-49-5-R	BOOTH APRIL N REVOCABLE TRUST TRS: BOOTH APRIL N	39 CORN HILL RD	957 ROUTE 80	GUILFORD	CT	06437
2152	45-49-6-R	TENNYSON LINDA E	39 CORN HILL RD	505 MAIN ST	ACTON	MA	01720
2153	45-49-7-R	MAGUIRE MICHELLE & JOHN F	39 CORN HILL RD	5 LAUREL HILL LN	WINCHESTER	MA	01890
2154	45-49-8-R	ENTICE ENTERPRISES LLC	39 CORN HILL RD	633 ARROWHEAD DR	ORANGE	CT	06477-2306
2155	45-49-9-R	IVES DAVID & ALLISON	39 CORN HILL RD	186 MOSS HILL ROAD	JAMAICA PLAIN	MA	02130
2156	45-49-10-R	KULL DONNA M	39 CORN HILL RD	313 PARTRIDGE RUN	MOUTAINSIDE	NJ	07092
2157	45-49-11-R	ROSE INVESTMENT TRUST TRS: ROSE AUSTIN L JR & MARY L	39 CORN HILL RD	PO BOX 925	TRURO	MA	02666
2158	45-49-12-R	MASTROBATTISTA AMY J	39 CORN HILL RD	34 CROCKER AVE	FRANKLIN	MA	02038

JW 4/13/2021
4/13/2021

Key	Parcel ID	Owner	Location	Mailing Street	Mailing City	ST	ZipCd/Country
6959	45-49-13-E	ROSEVILLE CONDO TRUST	39 CORN HILL RD	39 CORN HILL RD	TRURO	MA	02666
2159	45-50-0-E	TOWN OF TRURO	48 CORN HILL RD	PO BOX 2030	TRURO	MA	02666-2030
2160	45-51-0-R	ROSE INVESTMENT TRUST TRS: ROSE AUSTIN L JR & MARY L	35-A CORN HILL RD	PO BOX 925	TRURO	MA	02666
2161	45-52-0-E	TRURO CONSERVATION TRUST TRS: TOM BOW, ET AL	42 CORN HILL RD	PO BOX 327	NO TRURO	MA	02652
2199	45-92-0-R	THE DAMON MAYERS AND LYNN BOWMAN REVOCABLE TRUST	37 CORN HILL RD	TRS: DAMON MAYERS, LYNN BOWMAN 172 CIRCUIT STREET	NORWELL	MA	02061
2219	45-116-0-R	ROSE INVESTMENT TRUST TRS: ROSE AUSTIN L JR & MARY L	45 CORN HILL RD	PO BOX 925	TRURO	MA	02666
2767	49-16-0-E	TOWN OF TRURO	0 PAMET HARBOR	PO BOX 2030	TRURO	MA	02666-2030

8/24/13/2021

Plan to accompany petition of EVERSOURCE ENERGY.
To install 37'± of conduit from new handhole 82/H16 to 82/H16A to
provide underground electric service for customer at #48 CORN HILL RD.



EVERSOURCE TO INSTALL
HANDHOLE
82/H16

ID 3828
#39 CORN HILL RD
N/F
ROSEVILLE CONDO TRUST

APPROX. R.O.W.

APPROX. R.O.W.

82/H16 ⊕ ● 82/16

LANDSCAPE (NO SIDEWALK)

EOP

EOP

1-3" SCH. 80 PVC
BORO UNDER ROAD
TL=37'±

APPROX. 182'± TO
OLD COLONY WAY

CORN HILL RD.

EOP

EOP

APPROX. R.O.W.

APPROX. R.O.W.

82/H16A ⊕

ID 1857
#48 CORN HILL RD
N/F
TOWN OF TRURO

CUSTOMER TO INSTALL
HANDHOLE
82/H16A

PARKING LOT

LEGEND

- ⊕ Proposed Hand Hole
- ⊕ Existing Hand Hole
- Proposed Conduit
- - - Existing Conduit
- Proposed Pole
- Existing Pole
- Ⓜ Proposed Multitap
- Ⓢ Proposed Manhole



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

THE INFORMATION MAY NOT REPRESENT A SURVEY, MAY NOT BE THE MOST COMPLETE AND IS SUBJECT TO CHANGE WITHOUT NOTICE. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION, EITHER EXPRESSED OR IMPLIED. UNAUTHORIZED ATTEMPTS TO MODIFY THE INFORMATION OR USE THE INFORMATION FOR OTHER THAN ITS INTENDED PURPOSES ARE PROHIBITED.

MASS. LAW

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

C# 4487960

Ward #

Work Order # 4487960

Surveyed by: N/A

Research by: N/A

Plotted by: LM

Proposed Structures: LM

Approved: T. THIBAUT

P#

NSTAR
ELECTRIC
d/b/a
EVERSOURCE
1185 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125

Plan of CORN HILL ROAD

TRURO

Showing PROPOSED CONDUIT & NEW HANDHOLES LOCATION

Scale 1"=20'

Date MARCH 19, 2021

SHEET 1 of 1

**TOWN OF TRURO
REMOTE
PUBLIC HEARINGS**

**EVERSOURCE
CONDUIT, CABLE
AND HANDHOLE**

The Truro Select Board will conduct a remote public hearing on a petition from Eversource Energy to install .37 feet of conduit from new handhole 82/H16 to 82/H16A to provide underground electric service to the Beach Shack located at 48 Corn Hill Road.

**EVERSOURCE POLE
INSTALLATION**

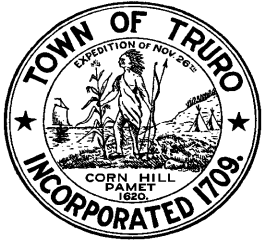
The Truro Select Board will conduct a remote public hearing on a petition from Eversource Energy to install 3 new poles and 3 new anchor guys on Head of the Meadow Road to provide electric service to the Beach Shack located at 0 Head of the Meadow Road.

Both remote public hearings will be held on **Tuesday, May 11, 2021** at 5:00pm. To provide comment during the meeting please call in toll-free at 1-877-308-2973 and enter the following access code when prompted:

114-832-387

Robert Weinstein,
Chair, Select Board

Provincetown Banner
4/29/21 & 5/6/21
CN13956500



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: May 11, 2021

ITEM: Public Hearing-Eversource-0 Head of the Meadow Road

EXPLANATION: Eversource has submitted a petition to cover the installation of three new poles on Head of the Meadow Road. These new poles are necessary to provide service to the Beach Shack located at 0 Head of the Meadow Road. The Public Hearing has been advertised and abutters have been notified. Eversource is accepting electronic signatures and staff will place those signatures in the specified locations upon approval by the Select Board.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: There will not be power available at 0 Head of the Meadow Road.

SUGGESTED ACTION: *Motion to approve the Petition by Eversource to install three new poles on Head of the Meadow Road to provide service to the Beach Shack located at 0 Head of the Meadow Road.*

ATTACHMENTS:

1. Eversource Petition
2. Certified Abutters List Request Form
3. Plan
4. Published Public Hearing Ad



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

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

TOWN OF TRURO REMOTE PUBLIC HEARINGS

EVERSOURCE CONDUIT, CABLE AND HANDHOLE

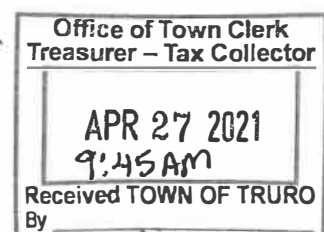
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EVERSOURCE POLE INSTALLATION

The Truro Select Board will conduct a remote public hearing on a petition from Eversource Energy to install 3 new poles and 3 new anchor guys on Head of the Meadow Road to provide electric service to the Beach Shack located at 0 Head of the Meadow Road.

Both remote public hearings will be held on Tuesday, May 11, 2021 at 5:00pm. To provide comment during the meeting please call in toll-free at 1-877-309-2973 and enter the following access code when prompted:
114-832-397

Robert Weinstein, Chair
Select Board





484 Willow Street, West Yarmouth, MA 02673

April 15, 2021

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

Dear Sir,

Enclosed you will find one (1) petition covering the installation of three (3) new poles on Head of the Meadow Road in Truro. These new poles are necessary to provide service to the customer shack on Head of the Meadow Road.

Favorable action on the part of the Select Board will be greatly appreciated.

Very truly yours,

*Marissa Jackson
Right-of-Way-Agent
508-269-5632*

enc.

**PETITION FOR
POLE LOCATIONS**

Truro, Massachusetts, April 15, 2021

IN SELECT BOARD FOR THE TOWN OF TRURO, MASSACHUSETTS

Notice having been given and a public hearing held, as provided by law,
IT IS HEREBY ORDERED THAT THE:

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

W/O# 4451576

requests permission to locate and relocate poles, wires, cables and fixtures, including the necessary sustaining and protecting fixtures, to be owned and used in common by your petitioners, along and across the following public way or ways:

Head of the Meadow Road

Three (3) new poles and anchor/guys

Wherefore it prays that after due notice and hearing as provided by law, they be granted joint or identical locations for and permission to erect and maintain poles, wires, and cables, together with such sustaining and protecting fixtures as they may find necessary, said poles to be erected substantially in accordance with the plan filed herewith marked **Plan No.-4451576, dated March 31, 2021.**

Also that permission be and hereby is granted to said Company to lay and maintain underground cables, conduits, wires, vaults and necessary equipment in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each may desire for distributing purposes.

Your petitioners agree to reserve space for one crossarm at a suitable point on each of said poles for the fire, police, and telephone and telegraph signal wires belonging to the municipality and used by it exclusively for municipal purposes.

EVERSOURCE ENERGY

By Marissa Jackson

Marissa Jackson, Right-of-Way Agent

**ORDER FOR
IDENTICAL POLE LOCATIONS**

IN SELECT BOARD FOR THE TOWN OF TRURO, MASSACHUSETTS

Notice having been given and a public hearing held, as provided by law,
IT IS HEREBY ORDERED THAT THE:

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

W/O# 4451576

be and they are hereby granted or identical locations for the permission to erect, relocate and maintain poles and their respective wires and cables be placed thereon, together with such sustaining and protecting fixtures as said Company may deem necessary, in the public way or ways hereinafter referred to, as requested in petition of said Company.

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

Poles shall be sound timber and reasonably straight and shall be set substantially at the points indicated upon the marked **Plan No-4451576 dated March 31, 2021**, filed with said petition. There may be attached to said poles by said may not exceed **40** wires and **4** cables. And by said EVERSOURCE ENERGY necessary wires, cables and fixtures.

And all said wires and cables shall be placed at a height of not less than **18** feet from the ground at highway crossings, and not less than **16** feet from the ground elsewhere.

The following are public ways or parts of ways along which poles above referred to may be erected, and the number of poles which may be erected under this order:

Head of the Meadow Road

Three (3) new poles and anchor/guys

Also that permission be and hereby is granted to said Company to lay and maintain underground cables, conduits, wires, vaults and necessary equipment in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each may desire for distributing purposes.

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

Clerk of Select Board

We hereby certify that on _____ 2021, at _____ o'clock, _____, at _____ a public hearing was held on the petition of the:

EVERSOURCE ENERGY

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

Select Board of the Town of Truro,
Massachusetts

Certificate

I hereby certify that the foregoing is a true copy of a pole location order and certificate of hearing with notice adopted by the Select Board of the Town of Truro, Massachusetts, on the _____ day of _____ 2021, and recorded with the records of locations orders of said Town, Book _____, Page _____. This certified copy is made under the provisions of Chapter 166 of General Laws and any additions thereto or amendments thereof.

Attest:

Town Clerk



TOWN OF TRURO
Assessors Office
Certified Abutters List
Request Form



DATE: 4/15/2021

NAME OF APPLICANT: EverSource Energy
NAME OF AGENT (if any): Marissa Jackson
MAILING ADDRESS: 484 Willow St. W. Yarmouth, MA 02075
CONTACT: HOME/CELL [REDACTED] EMAIL marissa.jackson@eversource.com
PROPERTY LOCATION: Head of the Meadow Rd - Truro
(street address)

PROPERTY IDENTIFICATION NUMBER: MAP _____ PARCEL _____ EXT. _____
(if condominium)

ABUTTERS LIST NEEDED FOR:
(please check all applicable)

FEE: \$15.00 per checked item
(Fee must accompany the application unless other arrangements are made)

<input type="checkbox"/> Board of Health ⁵	<input type="checkbox"/> Planning Board (PB)	<input type="checkbox"/> Zoning Board of Appeals (ZBA)
<input type="checkbox"/> Cape Cod Commission	<input type="checkbox"/> Special Permit ¹	<input type="checkbox"/> Special Permit ¹
<input type="checkbox"/> Conservation Commission ⁴	<input type="checkbox"/> Site Plan ²	<input type="checkbox"/> Variance ¹
<input type="checkbox"/> Licensing	<input type="checkbox"/> Preliminary Subdivision ³	
Type: _____	<input type="checkbox"/> Definitive Subdivision ³	
<input checked="" type="checkbox"/> Other <u>grant of location filing</u>	<input type="checkbox"/> Accessory Dwelling Unit (ADU) ²	
(Please Specify)		(Fee: Inquire with Assessors)

Note: Per M.G.L., processing may take up to 10 calendar days. Please plan accordingly.

THIS SECTION FOR ASSESSORS OFFICE USE ONLY

Date request received by Assessors: 4/27/2021 Date completed: 4/27/2021
List completed by: [Signature] Date paid: 4/27/2021 Cash/Check #1017

¹Abutters, owners of land directly opposite on any public or private street or way, and abutters to the abutters within 300 feet of the property line.

²Abutters to the subject property, abutters to the abutters, and owners of properties across the street from the subject property.

³Landowners immediately bordering the proposed subdivision, landowners immediately bordering the immediate abutters, and landowners located across the streets and ways bordering the proposed subdivision. **Note:** For Definitive Subdivision only, responsibility of applicant to notify abutters and produce evidence as required.

⁴All abutters within 300 feet of parcel, except Beach Point between Knowles Heights Road and Provincetown border, in which case it is all abutters within 100 feet. **Note:** Responsibility of applicant to notify abutters and produce evidence as required.

⁵Abutters sharing any boundary or corner in any direction – including land across a street, river or stream. **Note:** Responsibility of applicant to notify abutters and produce evidence as required.



TRURO ASSESSORS OFFICE

PO Box 2012 Truro, MA 02666

Telephone: (508) 214-0921

Fax: (508) 349-5506

Date: April 27, 2021

To: Eversource

From: Assessors Department

Certified Abutters List: 0 Head of Meadow Road

Public Hearing

Attached is a combined list of abutters for the property located at 0 Head of Meadow Road.

The current owner is USA, Dept. of the Interior, Cape Cod National Seashore.

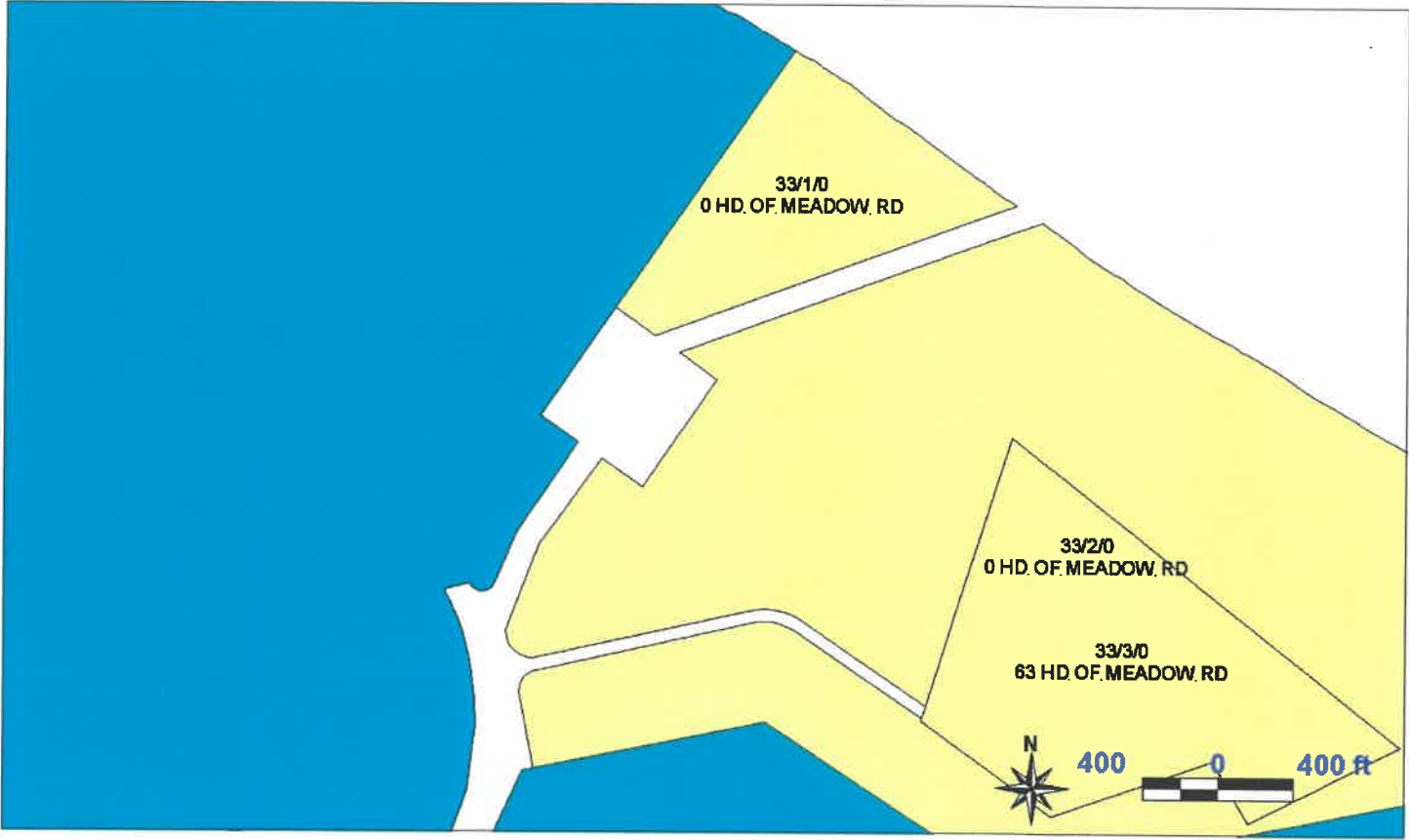
The names and addresses of the abutters are as of April 14, 2021 according to the most recent documents received from the Barnstable County Registry of Deeds.

Certified by:

Olga Farrell
Assessing Clerk

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

Custom Abutters List



Key	Parcel ID	Owner	Location	Mailing Street	Mailing City	ST	ZipCd/Country
701	33-1-0-E	TOWN OF TRURO	0 HD OF MEADOW RD	PO BOX 2030	TRURO	MA	02666-2030
702	33-2-0-E	U S A DEPT OF THE INTERIOR	0 HD OF MEADOW RD	CAPE COD NATIONAL SEASHORE 99 MARCONI SITE RD	WELLFLEET	MA	02667
703	33-3-0-R	HEAD OF MEADOW NOM TRUST TRS: PATTEN EDWARD T	63 HD OF MEADOW RD	29 MERRILL RD	NEWTON	MA	02459-1320

Handwritten signature
4/27/2021

33-1-0-E

TOWN OF TRURO
PO BOX 2030
TRURO, MA 02666-2030

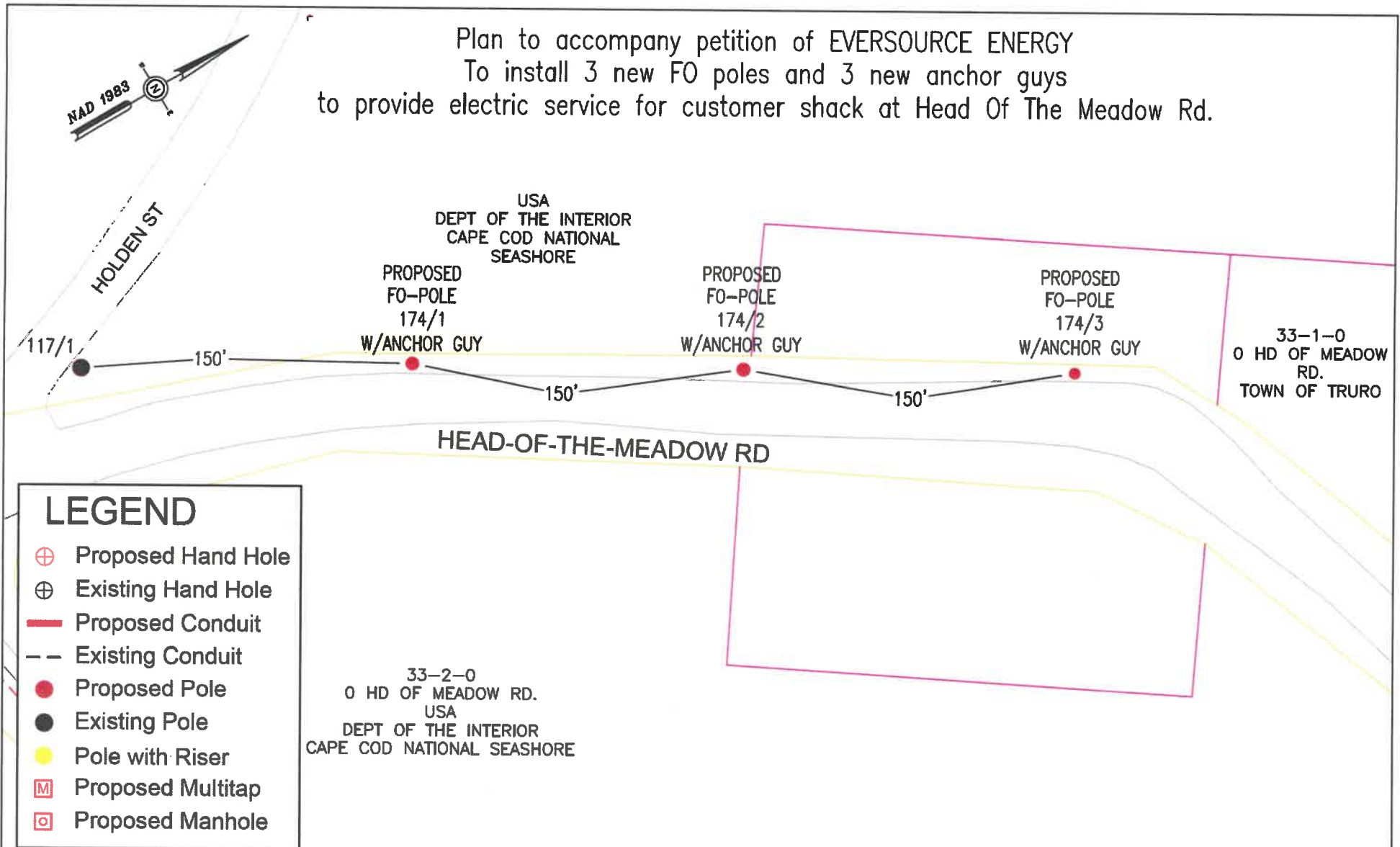
U S A
DEPT OF THE INTERIOR
CAPE COD NATIONAL SEASHORE
99 MARCONI SITE RD
WELLFLEET, MA 02667

33-2-0-E

HEAD OF MEADOW NOM TRUST
TRS: PATTEN EDWARD T
29 MERRILL RD
NEWTON, MA 02459-1320

33-3-0-R

Plan to accompany petition of EVERSOURCE ENERGY
To install 3 new FO poles and 3 new anchor guys
to provide electric service for customer shack at Head Of The Meadow Rd.



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

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MASS. LAW

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

Plan # 4451576

Ward #

Work Order # 4451576

Surveyed by:

Research by: SC/JC

Plotted by: BP

Proposed Structures: TL

Approved: T. THIBAUT

P#

NSTAR EVERSOURCE
ELECTRIC
d/b/a

1185 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125

Plan of HEAD OF THE MEADOW RD., TRURO

Showing PROPOSED POLE & ANCHOR GUY LOCATIONS

Scale 1"=60'

Date 03/31/2021

SHEET 1 of 1

**TOWN OF TRURO
REMOTE
PUBLIC HEARINGS**

**EVERSOURCE
CONDUIT, CABLE
AND HANDHOLE**

The Truro Select Board will conduct a remote public hearing on a petition from Eversource Energy to install 37 feet of conduit from new handhole 82/H16 to 82/H16A to provide underground electric service to the Beach Shack located at 48 Corn Hill Road.

**EVERSOURCE POLE
INSTALLATION**

The Truro Select Board will conduct a remote public hearing on a petition from Eversource Energy to install 3 new poles and 3 new anchor guys on Head of the Meadow Road to provide electric service to the Beach Shack located at 0 Head of the Meadow Road.

Both remote public hearings will be held on **Tuesday, May 11, 2021** at 5:00pm. To provide comment during the meeting please call in toll-free at 1-877-309-2973 and enter the following access code when prompted:
114-832-397

Robert Weinstein,
Chair, Select Board

Provincetown Banner
4/29/21 & 5/6/21
CN13956500



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: May 11, 2021

ITEM: Application to Serve-Bike and Walkways Committee Applicant

EXPLANATION: Adrian Cyr, Truro Resident, applied to serve on the Bike and Walkways Committee. The Chair, Susan Roderick, has spoken with Mr. Cyr and endorses this appointment to fill an Alternate One-year term member vacancy on the Committee.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The Vacancy will remain open on the Bike and Walkways Committee.

SUGGESTED ACTION: MOTION TO *appoint Adrian Cyr to the Bike and Walkways Committee for an Alternate One-Year Term membership expiring June 30, 2022.*

ATTACHMENTS:

1. Application to Serve and Chair Comments



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: ADRIAN Cyr HOME TELEPHONE: NA

ADDRESS: 176 RT 6 Truro, MA WORK PHONE: [REDACTED]

MAILING ADDRESS: PO Box 8 Truro, MA E-MAIL: [REDACTED]

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

Bike and Walkways Committee

SPECIAL QUALIFICATIONS OR INTEREST: avid cyclist / hiker and walker.

Interest in keeping Truro a vibrant, healthy community where all walks of life can continue to enjoy the Trails, and walkways of our beautiful Town.

COMMENTS: _____

SIGNATURE: Adrian M Cyr DATE: 4/28/21

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

SIGNATURE: _____ DATE: _____

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

RECEIVED

By Nicole Tudor at 11:54 am, Apr 28, 2021

From: [Susan Roderick](#)
To: [Nicole Tudor](#)
Subject: Re: Bike and Walkways Application to Serve
Date: Wednesday, April 28, 2021 7:04:08 PM
Attachments: [image002.png](#)
[image003.png](#)
[image004.png](#)

Looks great

He will be a great addition to out committee

Sue

On Wed, Apr 28, 2021 at 12:00 PM Nicole Tudor <ntudor@truro-ma.gov> wrote:

Hi Susan,

Would you kindly comment on the attached Application to Serve from Adrian Cyr for his willingness to serve on the Bike and Walkways Committee for an Alternate Member position.

He is available on May 11th for an interview with the Select Board.

Thank you for your time.

Nicole

Nicole Tudor

Executive Assistant

Administration and Select Board Office

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

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

Email: ntudor@truro-ma.gov



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Health and Conservation

REQUESTOR: Emily Beebe, Health and Conservation Agent

REQUESTED MEETING DATE: May 11, 2021

ITEM: Update from the Health and Conservation Agent

EXPLANATION:

The Health and Conservation Agent will update the Board on the following items:

1. COVID-19 General Updates
2. Masking in Truro Reminders
3. Proposed Amendments to the Truro Board of Health Regulations Considered at Public Hearings on April 6, 2021; April 20, 2021; and May 4, 2021

Health & Conservation Agent Beebe will review the following summary of the proposed amendments to the Truro Board of Health Regulations:

Section VI: Local Septic Regulations to Supplement Title 5 of the State Environmental Code

Article 1 General provisions: Time frames specified as “calendar days”;

Definitions:

Buildable upland- Riverfront area may now be included as buildable upland if I/A is provided

Change of Use -definition added, and includes uses described in the Zoning Bylaws;

Failed system -definition expanded to include all failure scenarios, previously in several sections in the document

Remedial use- modified definition to include scenarios when the Board may grant a variance

Nitrogen Credit – defined, and scenarios for use explained

TN- defined

Article 3 relocated under a related article

Article 4 cesspools defined as failed, and date to replace them has been set for December 31, 2023

Article 5 Septic Inspections will be required: prior to the renewal of an operating permit evidence of an inspection within the past 3 years required for all shared systems including camps & cabins, motels and condominiums; and, prior to any change of use. Inspection Criteria under this article have been codified on a local inspection form that will need to be submitted with the state form.

Article 7 walk-thru by the Health agent required to address discrepancy between approved # BR and assessor's records .

Article 9 clearly articulates when I/A is required, establishes standards for compliance, O & M reporting and procedures for reporting and correcting non-compliance

Article 12 Riverfront area may now be included as buildable upland if I/A is provided

Article 14 properties that do not meet current nitrogen loading standards will be required to provide I/A (possibly with pressure distribution)

Section VIII: WATER WELLS

Article 4 An acceptable sample is defined (use of certified lab, etc), and Water Quality is defined.

Article 6 Required water testing expanded to include submittal of a water test with a building permit application, a septic permit application, prior to a change of use, with a septic inspection report and for renewal of a rental registration effective for the 2022 season.

A full copy of the proposed amendments are available on the Health Department and Board of Health webpages.

Link to Board of Health Regulations: https://www.truro-ma.gov/sites/g/files/vyhlf3936/f/uploads/board_of_health_regulations_rev_eff_9-19-2019_4.pdf

Link to Proposed Amendments to Board of Health Regulations: <https://www.truro-ma.gov/board-of-health/pages/2021-proposed-local-board-of-health-regulation-amendments>

SUGGESTED ACTION: Discussion only

ATTACHMENTS: None



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: May 11, 2021

ITEM: Cape Cod Commission Update

EXPLANATION: Kristy Senatori, on behalf of the Cape Cod Commission, and Kevin Grunwald, Truro Representative to the Cape Cod Commission, will provide a brief Cape Cod Commission Update to the Board.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: N/A

SUGGESTED ACTION: Presentation only

ATTACHMENTS:

1. Cape Cod Commission 2020 Year In Review Presentation

2020 YEAR IN REVIEW
CAPE COD COMMISSION



CAPE COD
COMMISSION



From the Desk of the Executive Director



Kristy Senatori
Executive Director

2020 was a year that brought us numerable new and difficult challenges.

As we navigated a global pandemic, together we adapted to new health and safety regulations, learned new ways of engaging with the community, and transitioned successfully to conducting work in the virtual space. We continued to promote meaningful economic progress balanced with the environmental protections our region needs. We have been resilient through unexpected change.

The Commission was pleased to assist the region during these challenging times, developing a community alert heatmap system using the best available tools and information, a data dashboard with key statistics relative to pandemic recovery, and a municipal planning

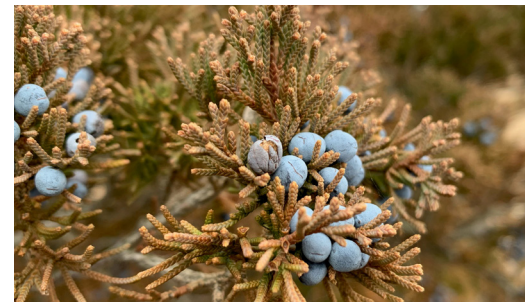
strategies toolkit with resources for planners and staff to help support the needs of local businesses. Using data collected through a series of business impact surveys, we are currently working to develop a regional Economic Resilience Plan that will help support the Cape Cod now and into the future.

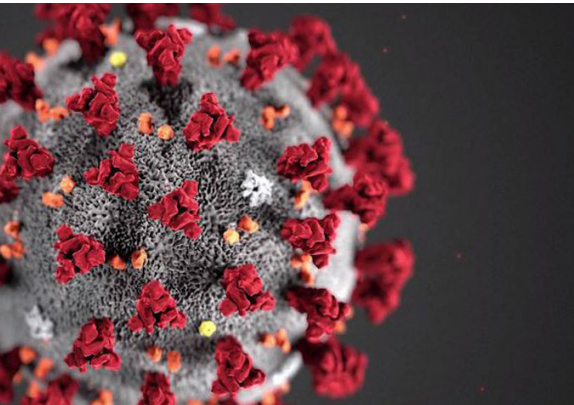
We initiated development of the first ever Cape Cod Climate Action Plan – a plan that is being created through significant data collection and analysis, meaningful stakeholder engagement, and mitigation and adaptation strategy development. Discussions throughout the process have been robust and thoughtful and we look forward to sharing the plan in the coming months.

This year the Commission had its 30th anniversary. The Cape Cod Commission Act was signed into law in 1990 and continues to be relevant and effective in protecting the unique values and quality of life on Cape Cod. We look forward to bringing the community together in 2021 to celebrate this milestone and to collaborate on solutions to the key issues facing our region.

The support and dedication of community leaders, Commission staff and members, and the residents of Cape Cod are vital to the success of our agency and mission of keeping a special place special.

I look forward to sharing brighter days with the people of Cape Cod in 2021.





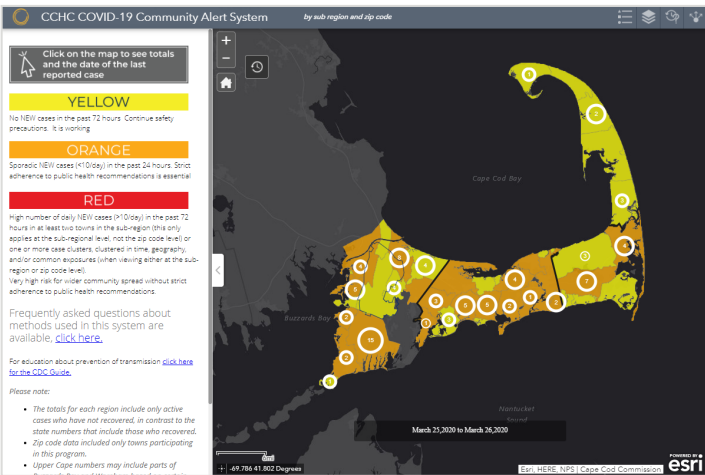
COVID-19 Pandemic Response

To help support the region during the COVID-19 pandemic, the Cape Cod Commission developed a number of new tools, resources, and strategies to assist residents, business owners, non-profit organizations, and municipalities. The Commission also received significant grant funds that will help the local and regional economy recover from the devastating impacts of the pandemic.

COVID-19 Heatmap Provides Online Resource for Pandemic Planning and Response

In early April, the Cape Cod Commission partnered with Cape Cod Healthcare and Barnstable County Department of Health and Environment to create an online COVID-19 community alert heatmap system showing numbers of confirmed cases of COVID-19 within Barnstable County. The application is intended to empower residents on Cape Cod to make informed choices about public health safety precautions to minimize the risk of infection and transmission of COVID-19 within the County.

Developing this application provided an opportunity to bring the strengths of different disciplines together in one place for the betterment of the region. Commission staff worked closely with Cape Cod Healthcare to design the



View and explore the map: capecodcommission.org/our-work/cape-cod-covid19

user interface, which displays dynamic data sets on both desktop and mobile platforms. The map includes COVID-19 patient case data managed by the Visiting Nurse Association (VNA) of Cape Cod. The data represents running totals for every zip code summa-

rized at the subregional level across Cape Cod and is classified using three color codes that represent infection risk potential. Individual zip code level data is available for participating towns. The data continues to be updated on a regular basis.

“Cape Cod is facing serious challenges due to the pandemic,” said Kristy Senatori, Executive Director of the Cape Cod Commission. “We look forward to supporting our communities and helping to strengthen our local economy as we respond to and address the economic impacts of the COVID-19 pandemic.”



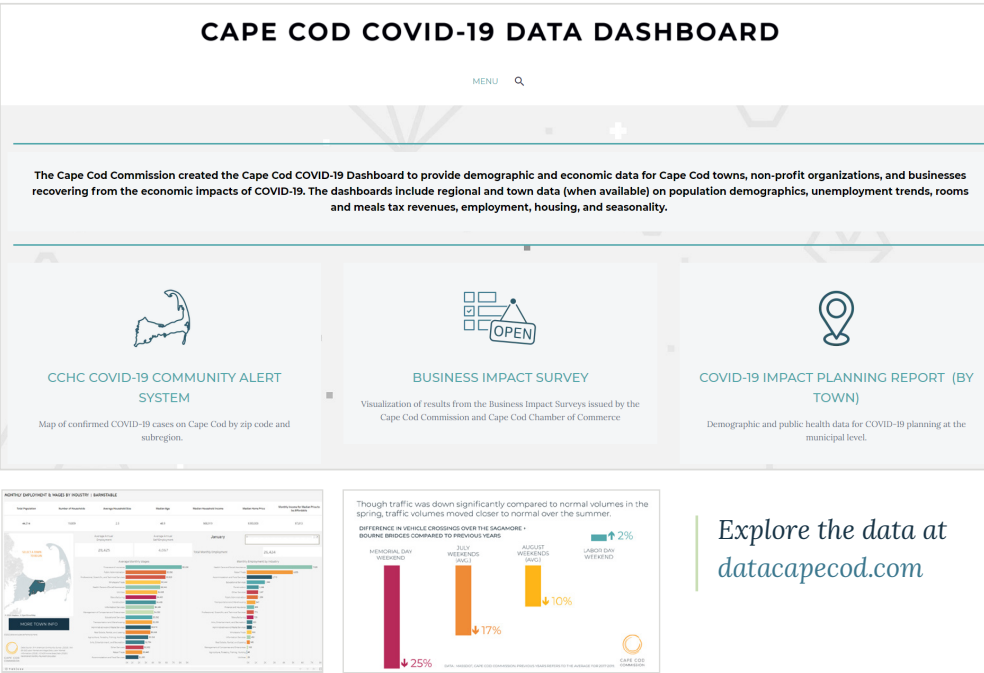
COVID-19 Municipal Planning Strategies Toolkit

Cape Cod’s local businesses and communities faced new and significant challenges opening and operating during the pandemic. To support municipal planners and staff, the Cape Cod Commission created resources related to COVID-19 and responding to community and business impacts.

The COVID-19 Municipal Planning Strategies Toolkit provides information for Cape Cod towns on how they can support the needs

of local businesses as they operate during this period of social distancing requirements. It contains strategies to accommodate the new operational standards and includes examples from other municipalities that have expanded opportunities for businesses to offer their goods and services during the COVID-19 pandemic.

View the toolkit and explore other resources: capecodcommission.org/our-work/covid-planning-resources



CAPE COD COVID-19 DATA DASHBOARD

The Cape Cod Covid-19 Data Dashboard provides demographic and economic data for Cape Cod towns, non-profit organizations, and businesses recovering from the economic impacts of COVID-19. The dashboards include regional and town data (when available) on population demographics, unemployment trends, rooms and meals tax revenues, employment, housing, and seasonality.



\$400,000 GRANT TO SUPPORT PANDEMIC RECOVERY AND RESILIENCY EFFORTS

The Cape Cod Commission received a \$400,000 Coronavirus Aid, Relief, and Economic Security (CARES) Act Recovery Assistance Grant from the US Department of Commerce’s Economic Development Administration to support efforts to respond and recover from the devastating economic impacts caused by the COVID-19 pandemic and develop strategies to improve resilience in the future.

Funding will be used to provide technical assistance to Cape Cod communities and regional partners and engage stakeholders in developing plans and strategies to diversify and strengthen the regional economy.

New Study Shows Economic Impact of Cape Cod's Harbors

In Spring 2020, the Cape Cod Commission and the Urban Harbors Institute set out to better understand the economic importance of maintaining the functionality of Cape Cod's harbors. Results of the study indicate that maintaining and/or enhancing harbor functionality should be a priority for coastal communities in order to secure and improve the economic benefits, including employment, of these indus-

tries. The towns that will be most successful in maintaining long-term functionality will also integrate planning for sea level rise, coastal flooding, and increasingly intense storms as climate change continues to impact the region's fragile coastline. The report concludes with a set of recommendations for towns, including maintaining functionality to support economic benefits of employ-



ment; integrating sea level rise impacts into planning efforts to minimize disruption to those benefits into the future; improving region-wide data collection on climate impacts and capital expenditures; and continuing to research other harbors to better articulate regional benefits.

The harbor survey focused on six harbors in four towns: Provincetown Harbor, Sesuit Harbor in Dennis, Stage Harbor and Aunt Lydia's Cove (Fish Pier) in Chatham, and Great Harbor and Inner Harbor in Falmouth. It was directed towards owners of businesses located along the coast or otherwise reliant on access to the harbors.

The final report and survey results are available at: capecodcommission.org/our-work/harbor-study/



Census 2020: Striving for a Complete Count

Understanding that our community must work collaboratively to ensure all residents are correctly counted in the 2020 US Census, the Cape Cod Commission, the Town of Barnstable, and Barnstable County partnered to establish the Cape Cod Complete Count Committee. The Complete Count Committee is a volunteer advisory committee representing a broad cross-section of Cape residents, leaders and organizations, bringing together those best suited to reach traditionally hard-to-count populations.

Supported by US Census Bureau staff and the Massachusetts Secretary of State's office, the Commission facilitated meetings with community leaders, working to connect with various sectors of the hard-to-count population. With the Census response extended through October, due to the effects of the pandemic, the Commission developed a public relations campaign, including radio ads, social media posts, print advertisements and direct mail to connect with citi-

zens across Cape Cod to ensure a complete count. Resources were widely distributed over the summer and included local voices with a Cape focus. Data collected through the Census determines the distribution of more than \$675 billion in federal funds every year to state and local governments. Government, businesses, and non-profit organizations also rely on the data that the census questions produce to make important decisions.

License Plate Grant Funds Awarded for COVID-19 Recovery and Resiliency Projects



The Barnstable County License Plate Grant Program, funded by proceeds from the sale of Cape Cod and Islands specialty license plates, supports regional priorities for economic development and achievement of long-term economic diversity and sustainability.

A special round of funding was made available to local or regional governmental or nonprofit agencies for projects that support recovery from the COVID-19 pandemic and resiliency to such impacts in the future. Projects selected for funding address a documented impact of the pandemic and align with and support implementation of the region's Comprehensive Economic Development Strategy (CEDS).

\$136,347 in license plate grant funds were awarded to six recipients: Sustainable Cape, Love Live Local for the Cape Cod Resilience Fund, Cape Cod Community College, Arts Foundation of Cape Cod, Cape Cod Young Professionals, and Lower Cape Community Development Corporation.

Economic Impacts of COVID-19 on Cape Cod Businesses

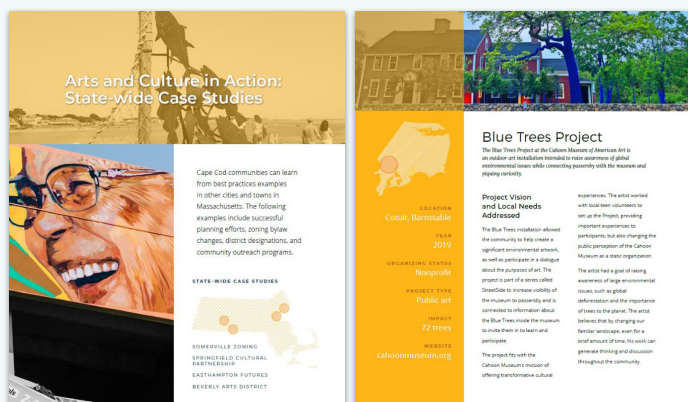


ECONOMIC IMPACTS OF COVID-19: CAPE COD BUSINESS SURVEY

The Cape Cod Commission and the Cape Cod Chamber of Commerce issued a series of online surveys to Cape Cod business owners to better understand the current and anticipated economic impacts of COVID-19. Data collected through the surveys support economic recovery and can be leveraged by businesses, towns, and other organizations in grant applications and reports.

Business owners were asked to share their experiences and answer specific questions on topics including business closure, revenue loss, seasonality, employment impacts, and the need for assistance.

Visualizations and a report on the survey results are available online at the Cape Cod COVID-19 Data Dashboard: datacapecod.com/second-business-impact-survey.



UPDATED ARTS AND CULTURE GUIDE

The Cape Cod Commission's updated arts and culture guide, "Leveraging Cultural Assets in Economic Development on Cape Cod," is intended to share best practices and lessons learned, inspire collaboration, support strategic planning, and build stronger ties between creativity and commerce. The updated guide provides an overview of the economic impact of the arts and culture sector, including information on employment and wages. It includes ways that arts are currently integrated into local and regional planning efforts, identifies resources for those working in the sector, and provides recommendations to support and expand impact over the next ten years.

See the updated guide at: cccom.link/arts-and-culture

The guide highlights sector challenges and opportunities for growth, providing case studies on Cape Cod and beyond.

Helping Towns Adapt to New COVID-19 Health and Safety Standards

The Cape Cod Commission provided technical assistance and guidance on grant opportunities allowing communities to adapt their transportation system to provide more space for pedestrian and bicyclists.

Commission staff helped towns improve infrastructure for cyclists with free bicycle racks and other related equipment through the Cape Cod Bike Rack Program. Staff also helped develop projects

and prepare applications for grant funds available through the Massachusetts Department of Transportation’s (MassDOT) Shared Streets and Spaces Grant Program.

The grant program provided assistance to help cities and towns engage residents and businesses to conceive, design, and execute shared streets and spaces that help comply with new health and safety regulations due to the COVID-19 pandemic.

Provincetown, Dennis, and Barnstable were each awarded funding that allowed them to support health and distancing with improvements like enhanced pedestrian spaces, additional public seating, and improved parking measures.

The Shared Winter Streets and Spaces program was announced in November, and several Cape towns applied for funding in this phase.



Enhanced pedestrian spaces along a new walkway in downtown Hyannis.

\$200 MILLION FOR TRANSPORTATION PROJECTS OVER THE NEXT FIVE YEARS

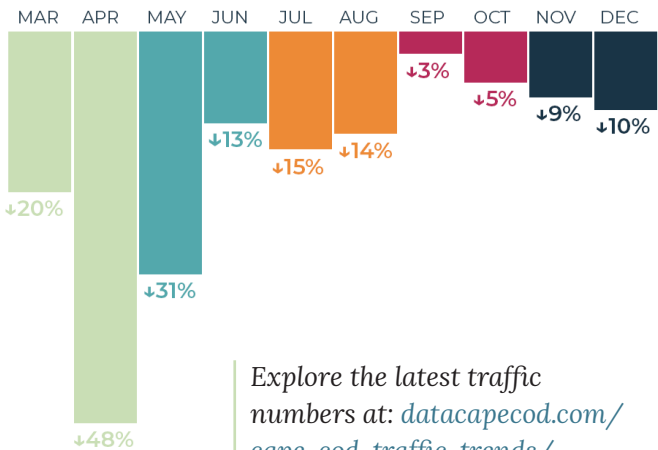
The 2021-2025 Transportation Improvement Program, adopted in May by the Cape Cod Metropolitan Planning Organization, includes over \$200 million in funded projects that will be implemented in the next five years. Highlights of the program include improvements to the Mashpee Rotary and Route 151; construction of a shared use path along Bearses Way in Barnstable; installation of a median along the Scenic Highway in Bourne; enhancement to Cape Cod Regional Transit Authority services; funding for Phase 1 of the Bourne Rail Trail; and Route 28 reconstruction in Dennis and Harwich.

Pandemic Impacts Cape Traffic Trends

In addition to normal traffic tracking work, this year Commission staff has been examining impacts to traffic related to the pandemic.

Traffic counts show that once schools and businesses began to close in March, volume over the Bourne and Sagamore bridges dropped significantly. Labor Day weekend saw an uptick in travel, with volume up over both bridges. Bike path traffic along the Cape Cod Rail Trail continues to be higher than in 2019.

DIFFERENCE IN VEHICLE CROSSINGS OVER THE SAGAMORE + BOURNE BRIDGES AS COMPARED TO 2019



Explore the latest traffic numbers at: datacapecod.com/cape-cod-traffic-trends/

Cape Cod Commission and The Canal Bridges: Role in Reconstruction

In April, the U.S. Army Corps of Engineers announced support of a recommendation to replace the aging Bourne and Sagamore Bridges. Instead of major rehabilitations that would require extensive bridge and lane closures, the recommendation is to replace the nearly 80-year-old structures with new bridges, at an estimated cost of over \$1 billion with associated approach improvements.

The next phase of the project includes evaluation of bridge type, design, and location as well as funding strategies for the two new bridges.

Cape Cod Commission staff shared its regional planning work, contributed data on population and visitation to the Army Corps' initial studies, and has served as technical advisors. The Commission also works closely with MassDOT, which will be leading efforts to connect the new bridges to existing roadways.



Public outreach and engagement with local towns and citizens is paramount as the project moves forward. The Commission will assist the Army Corps and MassDOT with connecting citizens and key stakeholders with critical information. The Cape Cod Metropolitan Planning Organization anticipates updates from the Army Corps and MassDOT as the project progresses.

Links to the studies and further information are available at: capecodcommission.org/canal



CAPE RAIL STUDY PROCESS BEGINS

A new study that will examine options to extend passenger rail service to Cape Cod with connections to the communities of Middleborough and Wareham began in November. The Cape Rail Study, led by MassDOT and assisted by a consultant team, will also provide the region with critical data and information. The first advisory group meeting for the Cape Rail Study was hosted by the Cape Cod Metropolitan Planning Organization (MPO) on November 19, 2020. The advisory group will be the driving force in the development of the study. It comprises a wide range of community representatives, including regional elected officials, municipal staff, and leaders from the transportation, business, tourism, and education sectors.

See more about the study at: capecodcommission.org/our-work/cape-rail-study/



CREATING COMPLETE STREETS

With funding provided by the Massachusetts Department of Transportation, the Cape Cod Commission provides technical services to Cape Cod towns wishing to develop a Complete Streets plan. A Complete Street is one that provides safe and accessible options for all travel modes – walking, biking, transit and vehicles – for people of all ages and abilities.

This year, the Cape Cod Commission completed a draft plan for Orleans and began work with the towns of Bourne, Falmouth, and Brewster. A Complete Streets prioritization plan helps towns gain access to state and federal funding.

Cape Cod Commission Collaborates to Create a Cape Cod Climate Action Plan

The Cape Cod Commission is in the process of creating Cape Cod’s first-ever climate action plan, a strategic framework that details the policies and actions necessary to reduce greenhouse gas emissions, adapt to existing climate hazards, and track progress.

Our region is vulnerable to sea level rise, storm surge and flooding, erosion, and damaging winds. The hazards we face can cause loss of life, damage buildings and infrastructure, impair coastal environments, all impacting our community’s economic, social, and environmental well-being.

A climate action plan for the region will set forward a clear path and framework for adapting to and mitigating the causes of climate change through development of specific and measurable actions and recommendations at a variety of scales.

The process began in October 2019 with a series of sub-regional community meetings.

Climate Action Plan

Through collaborations with stakeholders and partners, the Commission is developing an action plan to address the critical challenges posed by climate change.

Staff worked with 150 stakeholders from across Cape Cod to better understand actions taken to date, structure a stakeholder process, and identify priorities for development of a climate action plan. The Commission hired the Consensus Building Institute to facilitate stakeholder discussions.

Beginning in October 2020, subregional municipal working groups and stakeholder

working groups met in multiple sessions to discuss Cape-specific greenhouse gas emissions and climate impacts, identify strategies and actions, and contribute to development of the climate action plan. Stakeholder working groups convened on the topics of energy, transportation, housing and development, and natural resources and working lands. The Commission also worked with eight non-profit organizations in the region to gather additional input through focus groups, and better understand the intersections between their organizational priorities and climate action.

In addition to the stakeholder process, the Commission worked with consultants to complete a fiscal and economic impact analysis, as well as a legal and jurisdictional analysis, and collect data through a public survey, among other efforts that will contribute to the climate action plan. A draft plan will be complete in early 2021.



SERIES HIGHLIGHTS LOCAL CLIMATE ACTION

The Commission’s first podcast series highlights the work of the agency and its community partners to build resiliency to climate change in our region.

Listen: capecodcommission.org/our-work/cape-cod-climate-action-podcast/



CLIMATE ACTION TIMELINE

A compilation of organizations, reports, and events that have helped shape and advance the recognition and understanding of climate change.

Explore: capecodcommission.org/our-work/climate-change-action-timeline/

Regional Greenhouse Gas Inventory Complete

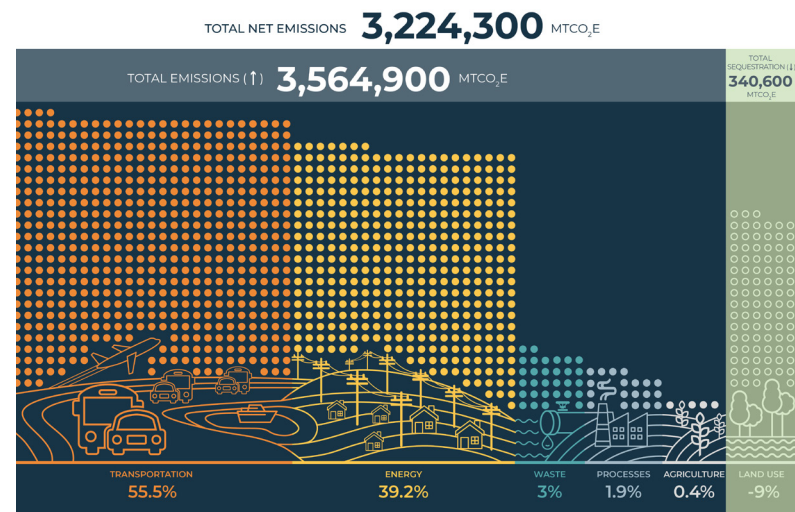
Cape Cod Commission staff compiled a greenhouse gas (GHG) emissions inventory for a baseline year of 2017, following the Intergovernmental Panel on Climate Change (IPCC) Guidelines for National Greenhouse Gas Inventories, which focuses on GHG emissions and removals from man-made sources and activities.

A GHG inventory is a comprehensive accounting of total greenhouse gas emissions for all man-made sources. The Cape Cod inventory provides a complete

picture of GHG emissions from the region, identifies high emissions sectors, and establishes an accounting method that is comparable and reproducible so emissions can be measured going forward.

Using local, state, and federal data, the inventory calculated emissions of carbon dioxide, methane, nitrous oxide, hydrofluorocarbons, perfluorocarbons, and sulfur hexafluoride from six sectors: stationary energy (building energy use), transportation, industrial processes and product use, agriculture, waste, and land use.

This baseline can provide communities with the information to understand the contributing factors to Cape Cod's GHG emissions. The inventory has pro-



vided the Commission with the baseline necessary to support development of the Cape Cod Climate Action Plan. Data was integrated into the planning process to help identify measures and strategies to reduce GHG emissions and mitigate the impacts of

climate change on the region.

Learn more at: capecodcommission.org/our-work/climate-action-plan/greenhouse-gas-emissions-inventory/

ALL 15 CAPE COD TOWNS ACHIEVE MVP STATUS

The state's Municipal Vulnerability Preparedness (MVP) Program provides support for cities and towns to plan for climate change resiliency and implement priority projects. As of June 2020, all 15 Cape Cod towns are designated MVP communities.

The Cape Cod Commission, in cooperation with the Cape Cod Cooperative Extension, assisted several Cape Cod towns with the MVP planning process to understand the impacts of natural hazards and a changing cli-

mate, and to develop priority actions to improve the community's resilience to these threats.

Workshops were attended by town staff representing a wide variety of departments, public safety officials, appointed committee members, concerned citizens, and other community stakeholders. Through these workshops, towns identified hazards such as flooding, winter storms, erosion, sea level rise, and temperature changes that have the

potential to threaten infrastructure, human health, and the environment. Initiatives such as vulnerability assessments, feasibility studies, infrastructure improvements, and better communication were also identified through the workshop process.

These community strengths, vulnerabilities, and priority actions were compiled into reports that were approved by each community and certified by the state.



All Cape Cod towns are now designated MVP communities and eligible for MVP Action Grants and other funding opportunities

Developing a Solar Screening Tool for the Region

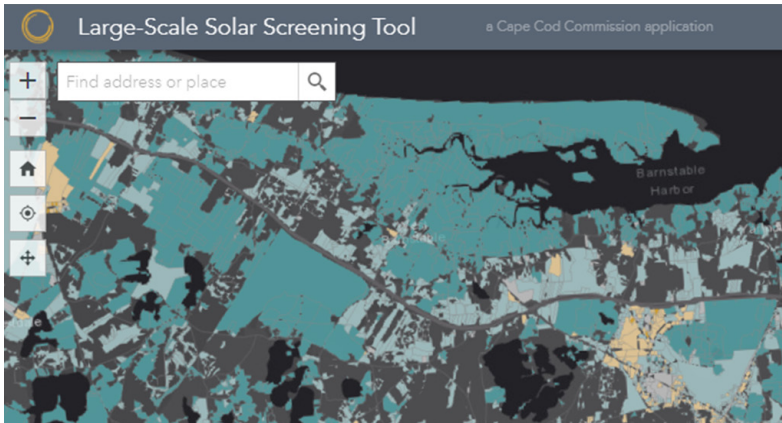
Created by Commission staff and reviewed by a group of external stakeholders and potential users, the Large Scale Solar Screening Tool is designed to help guide projects toward appropriate areas and away from important conservation areas.

The tool considers both built and natural environments to identify areas more or less appropriate for solar development. It is designed for use by anyone interested in

developing or reviewing large-scale solar facilities.

Within the map tool, parcels are color-coded based on their built and natural features. While parcels with more natural features may be less appropriate for large-scale ground-mounted solar arrays, sizable built features present on these parcels may be appropriate for solar photovoltaic (PV) installations. Built and natural feature layers are provided as well as contextual features, all for use in helping inform the siting of solar PV projects on Cape Cod.

The tool, created using ESRI's ArcGIS software suite, was pre-



An application designed to assist in appropriate siting of large-scale solar photovoltaic projects. Watch the explainer video: youtu.be/_96H3_tyvek

viewed during the Northeast Arc Users Group (NEARC) conference held virtually on November 16. It won recognition at NEARC for

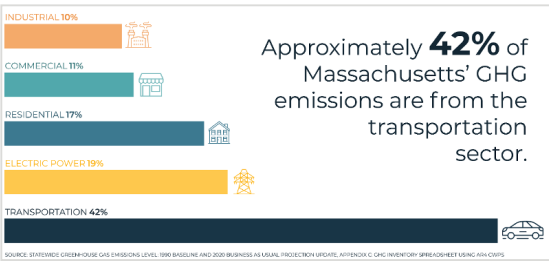
most impressive use of GIS for analysis or to solve a problem.

View the app: arcg.is/1rvj5v

Siting Electric Vehicle Charging Stations

The transportation sector accounts for the largest portion of greenhouse gas emissions (GHG) in Massachusetts. One way to reduce GHG emissions and slow the rate of climate change is to support the increased adoption of electric vehicles (EV) and the infrastructure necessary for their use, such as publicly available EV charging stations. Because their fuel source is electricity, rather than fossil-fuel based gasoline, EVs do not directly produce tailpipe emissions of GHGs.

The 2018 Regional Policy Plan recommended the Commission complete a GIS screening analysis of potential EV charging station locations. Commission staff have completed this analysis. This analysis includes information on the current state of electric vehicle charging stations on the Cape,



such as the types of locations that currently host charging stations, an interactive map representing the distribution of the network across Cape Cod, and identification of areas suitable for future infrastructure.

Additional information can be found at: story-maps.arcgis.com/stories/ed59c9714aff4b1298d31d77fdd0d915

REGIONAL POLICY PLAN CLIMATE CHANGE ACTIONS

The Regional Policy Plan (RPP) identifies climate change as one of the key challenges facing the region. It includes a section on climate change response, readiness, and mitigation and planning actions that support creation of the Solar Screening Tool, development of the EV Charging Station Siting Analysis, advance Green Community designations, and develop a baseline of greenhouse gas emissions that will help communities better understand opportunities for mitigation.

Cape Cod Commission Receives \$1 Million Federal Grant to Support Resiliency Efforts on Cape Cod

In April, the Cape Cod Commission was awarded a \$1 million grant through the United States Department of Commerce's Economic Development Administration (EDA) to develop and implement a multi-pronged planning initiative to help address Barnstable County's vulnerability to storm induced impacts.

This major investment from the EDA will help the region devise and implement long-term economic recovery strategies and identify and plan for future economic challenges.

The project aims to provide data and information that allows communities to better prepare for and respond to impacts, develop a framework for improving resiliency, and create tools

"Our administration is dedicated to working with municipalities to build resilience and protect people and property, and this grant from the U.S. Department of Commerce will build on those efforts to ensure Barnstable County communities are prepared for future impacts of extreme weather."

– Massachusetts Governor Charlie Baker –

to promote better local decisions regarding critical vulnerable assets.

Enhancing and developing digital map layers and decision support tools will facilitate high-impact, targeted implementation projects and improve planning efforts for all 15 towns on Cape Cod. The work proposed will help communities determine effective approaches to

address the risks faced today and implement initiatives to reduce impacts moving forward.

Proposed work will build on the priorities identified by many Cape Cod towns through the Municipal Vulnerability Preparedness (MVP) planning process by supporting assessments, feasibility studies, and solutions for low-lying roads.

The Commission engaged Eastern Research Group, Inc. and Synapse Energy Economics, Inc. to assess the economic impacts of coastal hazards, such as sea level rise and storm surge on Cape Cod. This analysis will address a wide range of impacts on jobs, tax revenues, infrastructure, public health, tourism, and ecosystem services provided by our salt marshes and eelgrass.

The funds will also provide an opportunity to develop regional design guidelines for buildings in flood hazard areas, which will highlight appropriate ways to reduce or eliminate hazards while also protecting the region's distinctive character and historic resources.

Model Coastal Resiliency Bylaw Underway

A model coastal resiliency bylaw designed to help Cape Cod towns better manage the impacts of climate change is under development.

This is a key component of the Cape Cod Commission's climate work, and a critical follow-up to the MVP Program planning the agency has done with many towns in the region. This



project provides a unique opportunity to consider and advance the use of existing zoning to promote more resilient practices.

To create the model bylaw, the Cape Cod Commission is working with four partner towns - Bourne, Sandwich, Eastham, and

Brewster - and has contracted with the Urban Harbors Institute (UHI). UHI has assembled a team of experts comprised of coastal floodplain and erosion specialists, those with expertise in preserving historic character and the elements of historic structures, and legal and policy specialists with expertise in coastal resiliency issues.

The work is funded through grants received from the state Office of Energy and Environmental Affairs and through the federal Economic Development Administration.



Updating the Downtown Hyannis Design and Infrastructure Plan

Cape Cod Commission staff developed a report that identifies potential design guidelines, zoning changes, and infrastructure improvements for neighborhoods within the downtown Hyannis Growth Incentive Zone (GIZ). This is the first step towards an updated Downtown Hyannis Design and Infrastructure Plan.

This report identifies different neighborhoods within the GIZ, design features that define each area, and challenges to maintaining each neighborhood’s desired character. It recommends zoning or design review standards to enhance each neighborhoods’ character and address its key challenges. The report also acknowledges the importance of historic resources within the GIZ and incorporates

lessons learned from recent developments into recommendations to improve design regulations and address infrastructure constraints in each of the neighborhoods.

The recommendations and considerations will ultimately be reflected in a new Design and Infrastructure Plan that outlines a clear design review and permitting process, with coordination between zoning and dimensional regulations, historic district review, and public and private investments in infrastructure. The report also includes a one-page Development Checklist that town board members, staff, and developers can use to evaluate the design of development proposals and help ensure they enhance and support the character of downtown Hyannis.

DEVELOPING A WAYFINDING PLAN FOR DOWNTOWN ORLEANS

The Cape Cod Commission worked with the Orleans Planning Board in 2020 to develop a wayfinding plan for key destinations in and around downtown Orleans.

Wayfinding is a system of visual cues such as signs, landscaping, pavement markings, or other objects that help people orient themselves in physical space and navigate from place to place.

The project will produce recommendations for wayfinding signage or pavement treatments, as well as possible technological options that could help facilitate improved movement for motorists, pedestrians, and bicyclists downtown, while highlighting Orleans’ special character and features.

The Orleans wayfinding plan aims to provide better navigation for drivers, pedestrians, and bicyclists





Cape Cod Commission Assists in Creating New Guide to Floodplain Regulations and Historic Structures

The Cape Cod Commission, Cape Cod Cooperative Extension, and Woods Hole Sea Grant created a new guide to floodplain regulations and historic structures in Massachusetts that aims to clarify common questions and help identify when structures are eligible for exemption from the Substantial Improvement and Substantial Damage floodplain requirements.

Currently, Commission staff are working to develop design guidelines that can be used by local towns to help ensure consistency in flood hazard areas across the region. This new guide and the forthcoming guidelines will help communities and property owners plan for the future and make educated decisions about what is best for their community.

Reducing Solid Waste Costs on Cape Cod

Towns across the Cape are seeing municipal solid waste (MSW) disposal costs rise due to diminishing regional disposal options, and recycling capacity decrease due to the lack of available markets that process these materials. The Cape Cod Commission, working with Barnstable County and the Cape Cod Cooperative Extension, solicited two studies to help towns plan for future MSW management.

One study examines options and costs to divert household recyclables and hard to dispose materials, like mattresses and textiles, for reuse and recycling, so that they are diverted from landfill

or incinerator disposal. The study will examine on-Cape options to collect and process materials for eventual reuse and recycling and will identify potential markets for processed materials.

Another study will provide a cost /benefit analysis for transportation and disposal options of remaining solid waste that cannot be reduced, reused, recycled or repurposed and must be transported to a disposal facility such as a traditional landfill or waste incinerator. The analysis will examine innovative disposal options on Cape Cod and traditional disposal options for out-of-state disposal.

On-Cape opportunities to collect, process, and recycle materials at Joint Base Cape Cod UCRTS, Bourne Integrated Solid Waste Management facility, and Yarmouth Transfer Station will be examined as part of the study



FORM BASED CODE WORKSHOP

Nearly 50 municipal officials and staff from 12 Cape Cod towns came together on February 10 for a workshop organized by the Housing Assistance Corporation on using form-based code. Form-based code is a tool to enable communities to create zoning that encourages the development of the types of housing that could help ease the region's housing crisis. Commission Executive Director Kristy Senatori and Chief Planner Chloe Schaefer kicked off the workshop with presentations on the housing challenge facing the region and some of the work the Commission has done to address it, including the Community Resiliency by Design project.

See more about the project at: capecodcommission.org/crbd

Cape Cod and Islands Water Protection Fund



From July 2019 through August 2020, the Cape Cod and Islands Water Protection Fund (CCI-WPF) generated \$10.9 million to help Cape Cod and the Islands pay for necessary wastewater infrastructure and water quality remediation projects.

Established by the Massachusetts Legislature in 2018, the CCIWPF is a dedicated fund within the state's Clean Water Trust, set up to benefit communities in Barnstable, Dukes, and Nantucket Counties. Creation of the CCIWPF was the result of efforts by a diverse set of stakeholders who recognized the need for new financial tools to address the region's degrading water quality and lack of wastewater infrastructure.

Its source of revenue is a 2.75% excise tax on traditional lodging and short-term rentals.

The fund is administered by the existing Clean Water Trust and overseen by a management board comprised of representation from every member town, executive directors of the Cape Cod Commission and Martha's Vineyard Commission, and the Nantucket Town Manager. Currently, the 15 Cape Cod communities are members of the fund.

New regulations governing fund distribution were approved in October. These regulations guide the way in which funds are awarded to eligible member communities working to develop

and implement wastewater and water quality projects.

Projects eligible for funding include innovative strategies and alternative septic system technologies, the completion and update of water quality and wastewater management plans, the construction of sewer collection systems and wastewater treatment plants, and the implementation of drainage improvements and water treatment programs to improve water quality in freshwater ponds and marine resources. Member communities must go through the State Revolving Fund, or SRF, program to receive CCIWPF funds.

STORMWATER UPDATES TO THE TECHNOLOGIES MATRIX

The Cape Cod Commission's Technologies Matrix is a single source of the most up to date information on nutrient management technologies. It serves as a planning and evaluation tool for town staff, consultants, and experts; and an informational tool for interested stakeholders and the public.

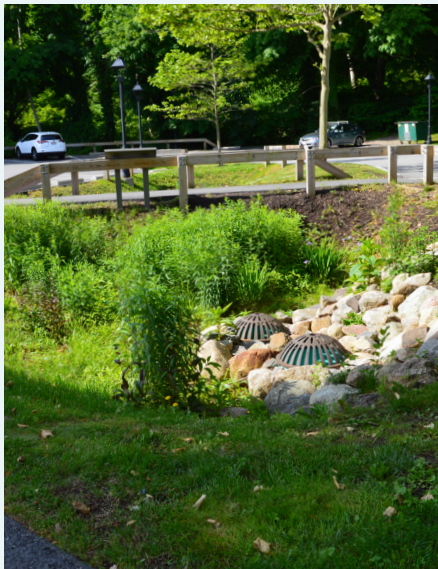
The Matrix was originally published in 2015 after two years of research by Commission

staff and private consultants, review by a panel of experts, and vetting by State, Federal, and other stakeholders.

The 2020 update to the Technologies Matrix incorporates new information regarding the performance of stormwater technologies. These updates will help practitioners choose stormwater control measures by providing information on the expected range of nitrogen

and/or phosphorus removal. Design choices are included to help optimize stormwater management approaches already selected for other reasons or purposes.

The Technologies Matrix summarizes information that can help Cape Cod communities evaluate various nutrient mitigation strategies to address their water quality issues and inform adaptive management.

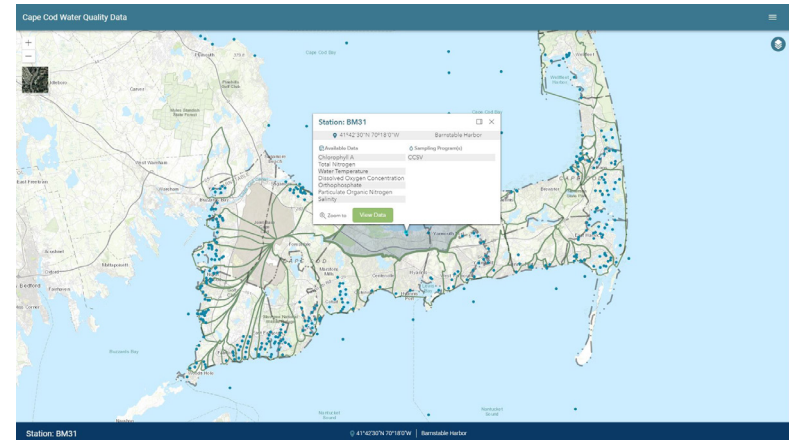


Regional Water Quality Monitoring Database Takes Shape

In 2018 the Cape Cod Commission and partners were awarded a Southeast New England Program (SNEP) Watershed Grant to improve the recording, management and translation of water quality monitoring data on Cape Cod. This work builds on the Commission's efforts to establish a regional database that makes monitoring data easily accessible from a single location.

Over the past year Commission and partner staff have worked

with an End User Group through a series of virtual meetings to establish a framework for the monitoring database and web interface. The feedback provided has informed the development team as they build out the water quality database, establish data protocols, and create analysis scripts. The regional water quality monitoring database will include new methods for data analysis, evaluation, reporting, and translation to improve understanding of water



The water quality database includes new methods for analysis, evaluation, and reporting to improve understanding of water quality trends

quality trends and better integrate results into local planning and policy development, creating a path forward for the pro-

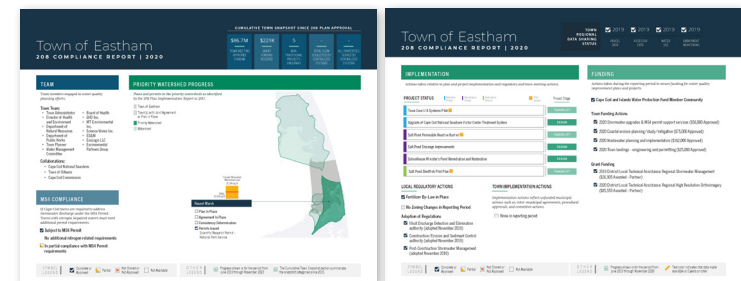
vision of data and information that will serve the 15 Cape Cod communities and the region well into the future.

SNEP NETWORK MAKES PROGRESS IN FIRST YEAR

The Southeast New England Network (SNEP Network) is a grant-funded partnership among 15 environmental organizations, academic institutions, regional planners, and consultants (including the Cape Cod Commission) who work collaboratively to provide stormwater planning and technical expertise within the watersheds of Southeastern Massachusetts and Rhode Island.

In Spring 2020, the Town of Bourne and the four Pleasant Bay Alliance communities received technical assistance awards from

the SNEP Network. The Pleasant Bay Alliance will receive assistance with a review of land use regulations and stormwater bylaws in its four member towns. Bourne will receive assistance with the development of a coastal resilience action strategy and sustainable and scalable financing options. Other work includes a review of local ordinances and bylaws pertaining to stormwater, a stormwater resource inventory, and development of a regional runoff and pollutant load mapping tool.



COMPLIANCE REPORTS ISSUED

As the Commission tracks implementation of the 208 Plan Update, it has committed to developing annual compliance reports that document local progress. 2020 compliance reports were issued in December with criteria that was refined through feedback from the Cape Cod Water Protection Collaborative, MassDEP, and US EPA. The reports document water quality funding, intermunicipal agreements and permits in priority watersheds, status of water quality projects, and all town actions on wastewater and water quality.

Herring River Restoration - Phase One Approved

A project to restore habitat and re-establish tidal flow within the Herring River estuary and floodplain system in Truro and Wellfleet is moving forward. On June 11, 2020, the Cape Cod Commission granted Development of Regional Impact approval to Phase One of the project.

Approximately 570 acres will be restored during Phase One, located mostly within the Cape Cod National Seashore. Tidal flow will be restored through the installation of various new tide control structures, and a new Chequessett Neck bridge. The project aims



to restore the area and create a healthy, productive salt marsh, which is a vital component of a healthy ecosystem.



Salt marshes can help prevent flooding by absorbing excess rainwater. They also act as a buffer, protecting our shorelines from erosion. Additionally, salt marshes filter stormwater runoff and excess nutrients, helping to promote clean water.

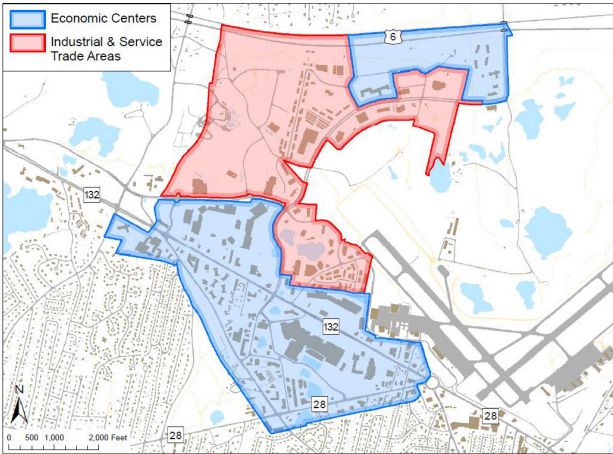


MASHPEE COMMONS BEGINS DEVELOPMENT AGREEMENT PROCESS

Mashpee Commons plans to develop nearly 187 acres of its land over the next seven years, adding more retail and housing. The project moved forward in March 2020, when the Cape Cod Commission approved a Development Agreement that includes the Town of Mashpee, Mashpee Commons, and the Cape Cod Commission and streamlines future negotiations.

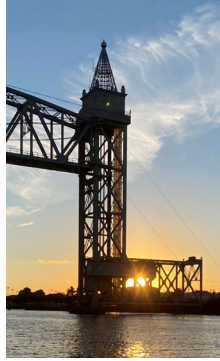
Expanding the Economic and Industrial Trade Center in Barnstable

In order to facilitate the growth of year-round living wage jobs on Cape Cod and to promote economic sustainability, the Town of Barnstable applied to the Cape Cod Commission to modify its 2019 "Chapter H" decision that designated the Greater Hyannis Economic Center and Industrial Trade Center.



The amendment sought to add wholesale uses to the research and development and light manufacturing uses included in the zone. Prior to coming before the Commission, local public hearings were held, followed by

unanimous, respective votes of the Barnstable Planning Board and Town Council. The Commission approved the amendment during its meeting on June 11, 2020.



Commission Staff

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Mario Carloni

Siobhan Cavacco

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Tara Lewis

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Maria McCauley

Heather McElroy

Colleen Medeiros

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Erin Perry

Gary Prahm

Jessica Rempel

Anne Reynolds

Jeffrey Ribeiro

Chloe Schaefer

David Still

David Sullivan

Steven Tupper

Jordan Velozo

Michele White

Jessica Wielgus

2020 new hire 2020 departure

Cape Cod Commission Members

Harold Mitchell | Sandwich, *Chair*

Dr. Cheryl Andrews | Provincetown

Ron Bergstrom | County Commissioner

Joyce Brookshire | Eastham

Fred Chirigotis | Barnstable

Richard Elkin | Wellfleet

Jacqueline Etsten | Harwich

Douglas Fromm | Orleans (April - Present)

Kevin Grunwald | Truro

John D. Harris | Minority Rep.

Michael Maxim | Governor's Appointee

Charles McCaffrey | Falmouth

John H. McCormack, Jr. | Yarmouth

Stephen Mealy | Bourne

Richard Roy | Dennis

Leonard Short | Orleans (Jan - April)

Elizabeth Taylor | Brewster

Ernest Virgilio | Mashpee

David Weeden | Native American Rep.

Tom Wilson | Chatham



CAPE COD
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TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Darrin Tangeman, Town Manager

REQUESTED MEETING DATE: May 11, 2021

ITEM: Review and Possible Vote on Town Meeting Articles

EXPLANATION: All articles for the 2021 Annual Town Meeting Warrant are prepared for the Board's review and votes to recommend. The Planning Board, Finance Committee and Charter Review Committee have all met to make their recommendations on most of the articles. All articles have been reviewed by Town Counsel, KP Law, for proper legal form.

The following table outlines Select Board votes taken on articles to date:

Article 1: Authorization to Hear the Report of Multi-member Bodies	Select Board: 5-0-0
Article 2: Authorization to Set the Salary of the Select Board	Select Board: 5-0-0
Article 3: Authorization to Set the Salary of the Moderator	Select Board: 4-0-1
Article 4: Amendments to the FY21 Operating Budget Funded by Free Cash	Select Board: 4-0-0
Article 5: FY2022 Omnibus Budget Appropriation	Select Board: 5-0-0
Article 6: Transfer of Funds from Free Cash SECTION 1: TO REDUCE OR STABILIZE THE FY2022 TAX RATE SECTION 2: TO THE OPEB TRUST SECTION 3: TO THE CAPITAL EXPENSE STABILIZATION FUND SECTION 4: TO THE STABILIZATION FUND SECTION 5: TO PURCHASE HEAVY-DUTY TRACTOR TRUCK REPLACEMENT SECTION 6: TO REPAIR/REPLACE WINDOWS, SHINGLES, SIDING, AND TRIM AT TRURO CENTRAL SCHOOL SECTION 7: TO GENERAL FUND RESERVE FUND	Select Board: 4-0-0 Select Board: 4-0-0 Select Board: 4-0-0 Select Board: 4-0-0 Select Board: 4-0-0 Select Board: 4-0-0 Select Board: 4-0-0
Article 7: Council on Aging Revolving Fund	Select Board: 5-0-0
Article 8: Authorization to Expend Funds in Anticipation of Reimbursement for State Highway Assistance Aid	Select Board: 5-0-0
Article 9: Fund a Childcare Voucher Program- Petitioned Article	
Article 10: Community Preservation Act SECTION 1: CONTRIBUTION TO THE AFFORDABLE HOUSING TRUST FUND SECTION 2: HOUSING CONSULTANT SECTION 3: PRESERVATION OF HIGHLAND HOUSE MUSEUM PERMANENT COLLECTION	Select Board: 5-0-0 Select Board: 5-0-0 Select Board: 5-0-0

SECTION 4: EDGEWOOD FARM HISTORIC PRESERVATION PROJECT PHASE 5	Select Board: 2-3-0
SECTION 5: PUMA PARK ENHANCEMENT	Select Board: 5-0-0
SECTION 6: PAYOMET DRIVE-IN	Select Board: 5-0-0
SECTION 7: ADMINISTRATIVE SUPPORT	Select Board: 5-0-0
SECTION 8: OPEN SPACE RESERVE	Select Board: 5-0-0
SECTION 9: BUDGETED RESERVE	Select Board: 5-0-0
Article 11: Authorization to Transfer Town Property to the Truro Conservation Trust (Originally slated for 2020 Annual Town Meeting)	Select Board: 5-0-0
Article 12: Accept Deed in Lieu of Foreclosure—135 South Pamet Road	Select Board: 5-0-0
Article 13: Amend General Bylaws, Chapter 3 Prohibitions on the Use and Sale of Balloons (Originally slated for 2020 Annual Town Meeting)	Select Board: 5-0-0
Article 14: Amend General Bylaws, Chapter 3 Municipal Single-Use Plastic Bottle Ban (Originally slated for 2020 Annual Town Meeting—Modified after March 23, 2021 Meeting)	Select Board: 4-0-1
Article 15: Non- Binding Public Advisory Questions for Increased Security at Pilgrim Nuclear Power Station on Cape Cod Bay (Originally a 2020 Petitioned Article)	Select Board: 5-0-0
Article 16: Resolution in Support of Changing the State Flag & Seal of Massachusetts (Originally a 2020 Petitioned Article)	Select Board: 5-0-0
Article 17: Charter Amendment to Sections 3-1-1 and 6-4-2 (Originally a 2020 Petitioned Article)	Select Board: 1-2-2
Article 18: Amend the Local Room Occupancy Excise Tax (Originally a 2020 Petitioned Article—Modified after March 16, 2021 Meeting)	Select Board 4-1-0
Article 19: To Establish an Affordable Housing Stabilization Fund and to Dedicate a Percentage of the Local Room Occupancy Excise Tax to Said Fund (Originally a 2020 Petitioned Article—Modified after March 16, 2021 Meeting)	Select Board: 5-0-0
Article 20: Charter Amendment to Section 2-2-4 (Originally a 2020 Petitioned Article)	
Article 21: Amend Zoning Bylaw §40.2 Accessory Dwelling Unit - Petitioned Article	
Article 22: Amend Zoning Bylaw §10.4 and §30.2 Food Truck Definition and Use and §30.9 Parking	
Article 23: Amend Zoning Bylaw §30.9 Parking, C. Off Street Parking Schedule	
Article 24: Amend Zoning Bylaw §40.2 Accessory Dwelling Unit, C. ADU Permit	
Article 25: Amend Zoning Bylaw §40.2 Accessory Dwelling Unit, D. Procedure	
Article 26: Amend Zoning Bylaw §40.2 Accessory Dwelling Unit, D. Procedure	
Article 27: Amend Zoning Bylaw §40.2 Accessory Dwelling Unit, D. Procedure	
Article 28: Amend Zoning Bylaw §40.2 Accessory Dwelling Unit, F. Findings of the Planning	
Article 29: Amend Zoning Bylaw §40.2 Accessory Dwelling Unit, H. Requirements for Tax Exemption and §10.4 Definitions	
Article 30: Amend Zoning Bylaw §70.3 Commercial Development	
Article 31: Amend Zoning Bylaw §70.4 Residential Development	
Article 32: Amend Zoning Bylaw §70.6 Recording of Decision	
Article 33: Amend Zoning Bylaw §70.9 Waiver of Site Plan Review	
Article 34: Amend Zoning Bylaw §40.6 Growth Management	
Article 35: Amendment to General Bylaws Ch 3—Add Municipal Single-Use Bottle Ban-Petitioned Article	
Article 36: Amendment to Charter Chap 3 & Chap 6—Make Zoning Board of Appeals	

an Elected Board- Petitioned Article	
Article 37: Amendment to Charter Chap 3 & Chap 6—Make Board of Health an Elected Board- Petitioned Article	
Article 38: Tax Transparency of Financial Articles in Excess of \$50,000.00- Petitioned Article	Select Board: 5-0-0
Article 39: Project Accounting & Quarterly Reporting on Total Expenditures over \$75,000.00- Petitioned Article	Select Board: 0-0-5
Article 40: Add New Section to General By-laws- Truro Clean Water Fund- Petitioned Article	
Article 41: Special Act to Create a Year-round Rental Housing Trust- Petitioned Article	
Article 42: Reduction of Truro's Net Greenhouse Gas Emissions to Zero by 2050 (Originally slated for 2020 Annual Town Meeting)	Select Board: 5-0-0
Article 43: Advisory Vote on the Use of Automated Tabulator (Originally slated for 2020 Annual Town Meeting)	Select Board: 5-0-0

* Articles highlighted in yellow are recommended for discussion at the May 11, 2021 meeting to make sufficient progress over the course of this meeting and the other regular meeting in May so that votes can be recorded in the Warrant. The Board may choose to vote on additional articles and/or may postpone votes on any of the highlighted articles if so desired.

To be able to print votes to recommend in the Warrant, the votes will need to be completed before the end of May, which means any votes to recommend that are not completed at the May 11, 2021 Select Board meeting will need to be completed on May 25, 2021. If Select Board comments need to be added or changed, please note that in your discussions.

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

The articles are ordered as determined by the Select Board at the March 9, 2021 meeting.

Additional Information Regarding Article 9

At the April 27, 2021 Meeting, Select Board members requested additional information on Article 9. Staff used the Town Census to identify that there would be approximately 9 eligible two-year-olds during the time frame of July 1, 2021 and June 30, 2022. Staff conversed briefly with officials from the Early Learning Program in Provincetown (Wee Care) and the Town of Wellfleet Pre-School Voucher Program. Provincetown offers a program from birth to Kindergarten that provides free care for all residents of Provincetown and employees of the Town of Provincetown regardless of need. Due to COVID-19, some classrooms are not fully operational, so vouchers are provided for children to attend other licensed/ certified programs. The remaining classrooms are expected to open on May 31st. There is a waiting list for the program.

Wellfleet offers a voucher program for three- and four- year- olds. There is \$100,000 available for three-year-olds and \$100,000 available for four-year olds with a maximum amount of \$7,000 per child (less if there is a larger pool of children). The vouchers can only be used for programs that have a pre-school curriculum and all payments are made directly to the providers. There is no income requirement associated with this program.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: If votes to recommend are not complete prior to the warrant

going to the printer, they will not appear in the 2021 Annual Town Meeting Warrant.

SUGGESTED ACTION: *Motion to recommend {insert article number here} as printed in the warrant.*

ATTACHMENTS:

1. 2021 Draft Annual Town Meeting Warrant

WARRANT

Truro Annual Town Meeting

Saturday, June 26, 2021

10:00 AM

Truro Central School Ballfield

AND

Annual Election Ballot

7:00 AM to 8:00 PM

Tuesday, May 11, 2021

Truro Community Center

Transportation will be available for citizens by the Council on Aging.

Reservations must be made by Wednesday, June 23, 2021 by calling 508-413-9509.

Please note: Accommodations for individuals with disabilities including assistive listening devices (ALD) and material in alternative formats may be arranged by contacting Town Hall four business days prior to Annual Town Meeting at 508-349-7004 ext. 110 or ext. 124

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Truro's Town Meeting Guide

Truro's Town Meeting is governed by the following: Truro's Charter, Sections 1-3; *Town Meeting Time, A Handbook of Parliamentary Law*, available from the Massachusetts Moderators Association; Truro's Bylaws; and Massachusetts General Laws.

TRURO'S LEGISLATURE

YOU, the registered voters who come to Town Meeting and vote, constitute the legislative branch of Truro's town government. **YOU** determine, among other things, the town's budget, its use of local and state funds, its zoning bylaws and its general bylaws.

THE WARRANT

The warrant is prepared by the Select Board and consists of articles submitted by the Select Board, by other elected and appointed multi-member Boards, and by petitioned articles submitted by registered voters (10 voters, if submitted for inclusion in the Annual Town Meeting Warrant; 100 for inclusion in a Special Town Meeting warrant.)

A **QUORUM**, consisting of 100 registered voters, must be present before Town Meeting can begin.

THE MODERATOR

The Moderator, who is elected by the people, presides over Town Meeting and makes sure that the Meeting is conducted in a respectful, civilized way. No insults. No shouting. No personal remarks. No rudeness.

PROCEDURE

A. **SEATING**—If you are a voter, you may sit anywhere, except in one area of the room that is reserved for non-voters.

B. **VOTING**—Each voter is given a **CARD** when checking in to Town Meeting. When the Moderator calls for a vote, you must raise your **CARD**.

If the vote is not obvious to the Moderator—if, for example, a 2/3 vote is called for—you must keep your card raised until a **TELLER** has registered it.

If the Moderator estimates the number of votes for or against a given motion, and **SEVEN VOTERS** challenge the Moderator's call, a recount using **TELLERS** will be held.

C. **DEBATE**—If you wish to make a Motion, or speak to a Motion, you must raise your hand and be recognized by the Moderator. When you have been recognized, please go to the microphone (or have it brought to you, if you cannot go to it).

When you are at the microphone, please **STATE YOUR NAME AND WHETHER OR NOT YOU ARE A VOTER**.

- D. **VOTERS MAY SPEAK FOR 3-4 MINUTES**, maximum, at one time, except for **MOVERS OF ARTICLES**, who may have more time, if needed.

NON-VOTERS MAY ALSO SPEAK FOR 3-4 MINUTES, unless there is an objection from a voter (and a majority of voters sustains the objection).

- E. **PLEASE DO NOT INTERRUPT—EXCEPT to**

1. **MAKE A POINT OF ORDER**—e.g. speaker is not entitled to the floor, or has not been properly recognized, or is not within the time limit; motion has not been properly made and seconded, etc.
2. **MAKE A POINT OF PERSONAL PRIVILEGE**—e.g. can't hear, fire, etc.

- F. **ALL MOTIONS, including ALL AMENDMENTS, must be IN WRITING.**

- G. **TO END THE DEBATE:** call for **THE PREVIOUS QUESTION**—"I move the previous question"—This ends the debate. You must be properly recognized by the Moderator to make this motion; it requires a 2nd, is not debatable, and needs a 2/3 vote.

- H. **RECONSIDERATION**—a motion to reconsider must be made on the same night as the vote to be reconsidered; must be made within one hour, after intervening business; requires a 2nd, and a majority vote.

- I. **TO STOP DEBATE** before it has started, make a motion to **POSTPONE INDEFINITELY**—"I move that this matter be postponed indefinitely." The motion requires a 2nd and a majority vote. Do **NOT** move that the matter be **LAID ON THE TABLE**. If a matter is laid on the table, it must be taken from the table and debated before Town Meeting can be adjourned.

- J. **ALL DEBATE MUST GO THROUGH THE MODERATOR. PERSONAL REMARKS ARE NOT IN ORDER. APPLAUSE IS INAPPROPRIATE AND TIME-CONSUMING.**

- K. **ADJOURNMENT**—When all the articles have been debated, voted on, and dealt with, a motion must be made to **DISSOLVE THE MEETING** or **ADJOURN SINE DIE**; the motion requires a 2nd, and a majority vote.

PLEASE TURN OFF ALL CELL PHONES. PLEASE BE SEATED.

Message from the Select Board

Dear Truro Voter:

DRAFT

Message from the Finance Committee

To All Truro Voters:

DRAFT

Message from State Senator Cyr

DRAFT

**Report from the Truro Planning Board
Impact of Residential House Size Bylaw
2 Year Report to 2021 Truro Town Meeting
March 25, 2021**

At the November 13, 2018, Truro Special Town Meeting, the town approved Article 6, “Section §50.2 ‘Building Gross Floor Area for the Residential District’”. This bylaw limited the aggregate gross floor area of dwellings and accessory structures on individual lots within Truro’s Residential District to 3,600 square feet, with an additional 1,000 square feet by special permit. The purpose as described in Section A “...is to limit the size of future residential construction, alteration, or reconstruction to preserve the special character and prevailing size and massing of buildings in the Town, and to be in harmony with the historic nature, sense of community, and aspirations of Truro.”

Section F of the bylaw stated that: “F. The Planning Board shall review the effect of this Section 50.2 of the Bylaw upon the Town of Truro and submit a report to the 2021 Truro Annual Town Meeting.”

- 1) Since the Bylaws passage, there have been no Special Permits issued by Truro’s Zoning Board of Appeals to exceed the 3,600 square foot ‘by-right’ limit imposed by the bylaw.
- 2) Truro’s Building Inspector reports that no permits have been denied because of the bylaw.
- 3) The Planning Board reviewed building permits for the 26.6 months since the passage of the bylaw (Nov 13, 2018 to Jan 31, 2021) and the 26.6 months (Aug. 17, 2016 to Nov. 13, 2018) prior to the bylaw’s approval. The table below shows the results.

	Prior (8/7/16-11/13/18)	Since (11/14/18-1/31/21)
Total # building Permits	893	918
# Single Family Residences		
Residential District	38	15
Other Districts	2	2
# Addition/ Alterations - impacting living space) (includes motel/condos)		
Residential District	105	88
Other Districts*	19	53

* Other Districts: Beach Point Limited Business; Seashore District; Rt 6A N Truro Limited Business; Truro Center Limited Business; North Truro Center General Business; Route 6 General Business.

While the total number of building permits has remained steady, the building permits for single-family homes and building permits issued for additions to existing single-family residences in the Residential District are lower in the period since the passage of the bylaw. That data includes 10 months where construction was likely impacted by the Covid-19 pandemic and resulting pressure on the economy. There has been an increase in permits for additions/alterations outside the Residential District but much of that is likely due to the bylaw change allowing year-round condos which was passed at the same Town Meeting. Conversations with local building tradespeople indicate that that there has been an increase in work over the past 2^{1/2} years. Again, it is unclear how much of that may be due to the Covid pandemic.

Terms Used in Municipal Finance

Appropriation – An amount of money which has been authorized by vote of Town Meeting to be spent for a designated purpose.

Available Funds – Available funds refer to the Stabilization Fund, Beach Receipts Reserved for Appropriation, Pamet Harbor Receipts Reserved for Appropriation, Recreation Receipts Reserved for Appropriation, Conservation Commission Receipts Reserved for Appropriation, and continued appropriations left in Articles voted at previous Town Meetings.

Bond and Interest Record (Bond Register) – The permanent and complete record maintained by the treasurer for each bond issue. It shows the amount of interest and principal coming due each date and all other pertinent information concerning the bond issue.

Bond Anticipation Note (BAN) – Short-term debt instrument used to generate cash for initial project costs and with the expectation that the debt will be replaced later by permanent bonding. Typically issued for a term of less than one year, BANs may be re-issued for up to five years, provided principal repayment begins after two years (MGL Ch. 44 §17). Principal payments on school-related BANs may be deferred up to seven years (increased in 2002 from five years) if the community has an approved project on the Massachusetts School Building Authority (MSBA) priority list. BANs are full faith and credit obligations.

Capital Outlay Expenditure Exclusion – A temporary increase in the tax levy to fund a capital project or make a capital acquisition. Exclusions require two-thirds vote of the selectmen or city council (sometimes with the mayor's approval) and a majority vote in a community-wide referendum. The exclusion is added to the tax levy only during the year in which the project is being funded and may increase the tax levy above the levy ceiling.

Cherry Sheet – A form showing all State and County charges and reimbursements to the Town as certified by the Massachusetts Department of Revenue.

Classification of Real Property – Assessors are required to classify all real property according to use into one of four classes: Residential, Open Space, Commercial, and Industrial. Having classified its real property, local officials are permitted to determine locally, within limits established by statute and the Commissioner of Revenue, what percentage of the tax burden is to be borne by each class of real property and by personal property owners.

Classification of the Tax Rate – Each year, the selectmen or city council vote whether to exercise certain tax rate options. Those options include choosing a residential factor (MGL Ch. 40 §56), and determining whether to offer an open space discount, a residential exemption (Ch. 59, §5C), and/or a small commercial exemption (Ch. 59, §5I) to property owners.

CMR – Code of Massachusetts Regulations.

Code of Ethics – The provisions and requirements of MGL Ch. 286A pertaining to the standards of behavior and conduct to which all public officials and employees are held.

COLA – Cost of Living Adjustment.

Collective Bargaining – The process of negotiating workers' wages, hours, benefits, working conditions, etc., between an employer and some or all of its employees, who are represented by a recognized labor unit.

Commitment – Establishes the liability for individual taxpayers. The assessors' commitment of real estate taxes fixes the amount that the collector will bill and collect from property owners.

Community Preservation Act (CPA) – Enacted as MGL Ch. 44B in 2000, CPA permits cities and towns accepting its provisions to establish a restricted fund from which monies can be appropriated only for: a) the acquisition, creation and preservation of open space; b) the acquisition, preservation, rehabilitation, and restoration of historic resources; c) the acquisition, creation and preservation of land for recreational use; d) the creation, preservation and support of community housing; and e) the

rehabilitation and restoration of open space, land for recreational use and community housing that is acquired or created using monies from the fund. Acceptance requires town meeting or city council approval or a citizen petition.

Community Preservation Fund – A special revenue fund established pursuant to MGL Ch. 44B to receive all monies collected to support a Community Preservation Program, including but not limited to, tax surcharge receipts, proceeds from borrowings, funds received from the Commonwealth, and proceeds from the sale of certain real estate.

Free Cash – This is the amount certified annually by the State Bureau of Accounts. Town Meeting may appropriate from Free Cash for any lawful purpose. Sometimes referred to as Excess and Deficiency.

Overlay (Also called Allowance for Abatements and Exemptions) – The amount raised by the Assessors to be used for potential abatement of property taxes. The Overlay Surplus is the portion of each year's Overlay Account no longer required to cover the property abatements.

Reserve Fund – This fund is established by the voters at an Annual Town Meeting through the Omnibus Budget. Transfers from the Reserve Fund are within the exclusive control of the Finance Committee and are for extraordinary or unforeseen expenditures.

Stabilization Fund – This is a special reserve account. Without an authorizing two-thirds ($\frac{2}{3}$) vote at a Town Meeting, funds cannot be deposited into or withdrawn from this account.

Transfer – The authorization to use an appropriation for a different purpose; in most cases only Town Meeting may authorize a transfer. However, in Truro, with certain restrictions, transfers may be authorized if the transfer is \$2,500 or less, the transfer is within the same Department, and is approved by the Department Head, Town Manager and the Finance Committee.

PROPOSITION 2½ TERMS

Contingent Votes – Chapter 634 of the Acts of 1989 permits a Town Meeting to appropriate funds contingent upon passage of a referendum question (Override). A contingent vote does not automatically result in an override referendum. An override referendum can only be called by the Select Board. If a referendum is called by the Selectmen, it must take place within ninety days of the Town Meeting vote.

Debt Exclusion and Capital Outlay Expenditure Exclusion – These two override ballot questions can be placed on a referendum by a two-thirds ($\frac{2}{3}$) vote of the Select Board. If a majority of the voters approve the ballot question, the Town's levy limit is temporarily increased for the amount voted at the referendum. The increase may exceed the Town's levy limit.

General Override – A general override ballot question can be placed on a referendum if a majority of the Select Board votes to do so. If the ballot question is approved by a majority of the voters, the Town's levy limit is permanently increased by the amount voted at the referendum. The levy limit increases may not exceed the Town's levy ceiling.

Levy – The property tax levy is the revenue the Town can raise through real and personal property taxes. The levy is the largest source of revenue for the Town.

Levy Ceiling – This is the maximum amount of the levy limit. The ceiling equals 2½% of the Town's full and fair cash value.

Levy Limit – The limit is based on the previous year's levy plus certain allowable increases.

Levy Limit Increase – The levy limit automatically increases each year by 2½% of the previous year's levy limit.

New Growth – The increase in the levy limit attributable to new construction and new parcel subdivisions.

Override – A community can increase its levy limit by voting at a referendum to exceed the limit. There are three (3) types of overrides: general, debt exclusion and capital outlay expenditure exclusion.

Fiscal Year 2022 Five Year Capital Improvement Overview

In accordance with the requirements of the Truro Charter (Paragraph 7-2-6), the Select Board respectfully presents for your review the FY 2022 Five Year Capital Improvement Plan. The expenditures listed are presented to give an updated overview of the projects and capital needs planned for the future. Attempts to define the future, while prudent from a planning point of view, must be fully recognized as “best estimates” that will be subject to continual change as each capital question moves forward.

During the calendar year 2003, the Town consolidated all long-term debt, including certain Cape Cod Land Bank acquisitions, into one general obligation bond, and refinanced the debt during a period of low interest rates, saving the Town almost \$500,000.00 over the life of the bond; thus, concurrently improving its Standard & Poor’s Bond Rating three (3) levels to an A+ rating. The attached “previously committed long-term debt” schedule, and the new “previously committed Land Bank debt” schedule, reflects that refinancing. The Town’s bond rating now is an “AA+” after a 2014 review by Standard and Poor’s.

Commencing with the FY2002 Municipal Operating Budget, the Town approved a procedure to incorporate safety and other high priority capital items in the operating budget, up to a maximum expenditure amount to be set annually. Concerted effort has been focused on gradually increasing the annual appropriation for priority capital items to ensure sufficient budget capacity to develop and maintain a realistic upgrade and/or replacement schedule for the town’s rolling stock of vehicles, equipment and machinery. If an item does not succeed in being placed in the operating budget for purchase through this Operating Capital Account, Budget Line Item #01013358, then the capital item may be funded in a different manner.

As one alternative, the Capital Stabilization Fund established per Article 14 of the April 26, 2016 Annual Town Meeting and merged with the balance of the *Capital Improvements Fund* by vote of the November 13, 2018 Special Town Meeting has a balance of \$432,832.60. The purpose of this Fund is to allow, with Town Meeting approval, appropriation of incremental sums over a period of time to be used for capital purchases that may occur several years in the future. When the project or purchase is ready to be funded, Town Meeting must vote to appropriate the funds to the project or purchase. Two other ways to acquire a capital item individually require either a separate article specifying use of other available funds, or a Capital Exclusion Article, on the Town Meeting Warrant. The Capital Exclusion Article is considered to be a so-called “menu-override,” requiring a majority vote at both Town Meeting and at the next referendum.

In FY2021, the Operating Capital Account budget was significantly reduced in light of the undetermined impacts of the COVID-19 pandemic. As such, many capital requests were deferred to FY2022, impacting the five- year schedule and resulting in increased capital needs for FY2022. Due to significant spending freezes implemented by the Town Manager and Town Accountant, and better than projected revenues, the FY2021 free cash certification was significantly higher than previous years. For this reason, articles are included for free cash transfers to purchase the heavy-duty tractor truck (deferred from the 2020 Annual Town Meeting) needed for hauling machines and solid waste and recyclables and to repair and replace windows, shingles, siding and trim at the Truro Central School necessary for general building maintenance, as well as to address leaky windows. Free cash is a logical source of funding for these capital purchases, as free cash is a one-time revenue source for a one-time expenditure.

The Five- Year Debt Schedule for FY2022 through FY2026 follows on the next page. The Capital Improvement Budget for FY2022-FY2026 can be found in Appendix B of the Annual Town Meeting Warrant.

Five- Year Debt Schedule: FY2022- FY2026

**Debt figures include principal and interest

PREVIOUSLY COMMITTED LONG TERM DEBT**	FY2022	FY2023	FY2024	FY2025	FY2026
Year committed/amount/repayment					
TOWN HALL REHABILITATION (Note 1)	\$160,000	\$104,000	\$0	\$0	\$0
2002/\$3,258,360/20 years - paid in full FY2023					
SEWER (MWPAT) (Note 2)	\$0	\$0	\$0	\$0	\$0
2003/\$197,404/19 years- paid in full FY2021					
COMMUNITY CENTER (Note 3)	\$231,150	\$222,885	\$214,525	\$195,975	\$
2006/\$3,735,000/20 years- paid in full FY2026					
SUB TOTAL	\$391,150	\$326,885	\$214,525	\$195,975	\$

NOTES

1. The total project amount borrowed has been reduced by receipt of a Small Cities Grant in the amount of \$312,000.
2. MA Water Pollution Abatement Trust loan. This is a no interest loan. Septic betterment receipts used to repay the debt.
3. The total project amount borrowed has been reduced by the receipt of donations in the amount of \$223,000.

PROJECTS TO BE PERMANENTLY FINANCED	FY2022	FY2023	FY2024	FY2025	FY2026
Year committed/amount/repayment					
WATERWAY REPAIRS- EAGLE CREEK RESTORATION (Note 4)	\$27,417	\$26,600	\$25,783	\$24,967	\$
2012/\$150,000/5 years					
WATERWAY REPAIRS- EAST HARBOR CULVERT PROJECT (Note 5)	\$308,025	\$301,550	\$295,075	\$288,600	\$
2017/\$3,700,000/20 years					
NEW EQUIPMENT- AMBULANCE (Note 6)	\$79,800	\$77,350	\$74,900	\$72,450	\$
2018/\$350,000/5 years					
LAND ACQUISITION- WALSH PROPERTY (Note 7)	\$399,500	\$391,275	\$383,050	\$374,825	\$
2019/\$5,100,000/20 years					
WATERWAY REPAIRS- EAGLE NECK CREEK (Note 8)	\$79,900	\$78,255	\$76,610	\$74,965	\$
2019/\$1,000,000/20 years					
SUB TOTAL	\$894,642	\$875,030	\$855,418	\$835,807	\$

NOTES

4. The initial authorization in 2012 was increased by \$1M in 2019. The project will be permitted and completed.*
 5. The East Harbor project will address numerous concerns affecting the safety and water quality of the expansive waterway.*
 6. The Town has acquired and put into service a new ambulance.*
 7. The Town has purchased the Walsh Property ~ 69 acres (+/-) for "general municipal purposes."*
 8. The Eagle Neck Creek project will fund drainage improvements and remediation of tidal flow issues.*
- *Projects are expected to be bonded in 2022.

FUTURE CAPITAL PROJECTS (Note 9)	FY2022	FY2023	FY2024	FY2025	FY2026
Year to Commit/Amount/Repayment					
NEW DPW FACILITY-LAND ACQ. & CONSTRUCTION					
TOWN CENTER ROAD CULVERT REPLACEMENT					
LITTLE PAMET CULVERT REPLACEMENT AND RESTORATION					

9. These projects are in the planning phase and, as such, no funding requests are proposed at this time.

GREETINGS:

In the name of the Commonwealth, you are hereby required to warn the inhabitants of the Town of Truro qualified to vote in town affairs, to meet at the Truro Central School, 317 Route 6, Truro, MA 02666, on Saturday, June 26, 2021 at 10:00 AM, then and there, to vote on the following articles:

CUSTOMARY & FINANCIAL ARTICLES**Article 1: Authorization to Hear the Report of Multi-member Bodies**

To see if the Town will vote to hear reports of any multi-member body, whose annual report was not published in the 2020 Annual Town Report, or take any other action relative thereto.

Requested by the Select Board

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

To see if the Town will vote to determine and set the salary for the Select Board for Fiscal Year 2022 at \$3,000 per member for a total of \$15,000, or take any other action relative thereto.

Requested by the Finance Committee

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

Article 3: Authorization to Set the Salary of the Moderator

To see if the Town will vote to determine and set the salary for the Town Moderator for Fiscal Year 2022 at \$150, or take any other action relative thereto.

Requested by the Select Board

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

Article 4: Amendments to the FY2021 Operating Budget Funded by Free Cash

To see if the Town will vote to appropriate from available funds (Free Cash) such sums of money necessary to supplement the operating budgets of the various Town departments for the current fiscal year 2020-2021 (FY2021), or take any other action relative thereto.

FROM	TO	AMOUNT
Free Cash	Snow Removal	\$50,000
<i>To balance FY21 budget for emergency snow and ice removal operations.</i>		
TOTAL		\$50,000

Requested by the Select Board

Explanation: This is a customary article included in each Annual Town Meeting warrant to address any legal overdrafts (Snow Removal) and supplemental adjustments to current year appropriations. This year's request includes a transfer for the purpose of balancing the snow removal overdraft that occurred during the winter of 2020/2021.

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

Article 5: FY2022 Omnibus Budget Appropriation

To see if the Town will vote to raise and appropriate and transfer from available funds the sum of twenty-one million, six hundred eighty-nine thousand, one hundred dollars (\$21,689,100) to defray the expenses and charges of the Town of Truro in Fiscal Year 2022 (the period from July 1, 2021 through June 30, 2022), including the costs of public education, debt service and interest payments, and to meet said appropriation by the following means:

Source	Amount
Raise through taxation	\$20,992,870
Transfer from Beach Receipts Reserved for Appropriation	\$239,900
Transfer from Pamet Harbor Receipts Reserved for Appropriation	\$85,700
Transfer from Recreation Receipts Reserved for Appropriation	\$500
Transfer from Conservation Commission Receipts Reserved for Appropriation	\$5,000
Transfer from Educational/Governmental Programming Access Fund	\$89,380
Dennis Family Gift Account	\$275,750

Or take any other action relative thereto.

Requested by the Select Board

Explanation: The proposed Fiscal Year 2022 Operating Budget can be found as Appendix A in the Annual Town Meeting Warrant. The Budget format contains the expenditure figures for Fiscal Year 2020, appropriation figures for Fiscal Year 2021 (as amended), original requests for Fiscal Year 2021 from Town Departments, Finance Committee's recommendations and Town Manager/ Select Board FY2022 recommendation. Please refer to the Select Board's Message to the voters on page 6 and the Finance Committee's Message on page 7.

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

Article 6: Transfer of Funds from Free Cash**SECTION 1: TO REDUCE OR STABILIZE THE FY 2022 TAX RATE**

To see if the Town will vote to transfer nine hundred thousand dollars (\$900,000) from Free Cash to reduce or stabilize the 2022 Tax Rate, or to take any other action relative thereto.

Requested by the Select Board

Explanation: This is a customary article that transfers funds to offset the tax rate for the upcoming fiscal year. Annually, the Select Board uses certified free cash (unexpended funds) as a revenue source to reduce the impact on the tax rate. Staff recommends gradually reducing the amount of free cash used in this manner in an effort to prepare for years that less free cash is available. Last year, \$1,000,000 of free cash was used to off-set the tax rate.

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

SECTION 2: TO THE OPEB TRUST FUND

To see if the Town will vote to transfer the sum of four hundred thousand dollars (\$400,000.00) from Free Cash to the Other Post-Employment Benefits (OPEB) Trust Fund, or take any other action relative thereto.

Requested by the Select Board

Explanation: This is a customary article that began at the 2014 ATM to transfer funds into the Other Post-Employment Benefits (OPEB) Trust Fund to cover further liability in accordance with government accounting standards. This year's proposal is to transfer four hundred thousand dollars (\$400,000.00). The balance as of March 1, 2021 in the fund is \$3,375,713.43.

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

SECTION 3: TO THE CAPITAL EXPENSE STABILIZATION FUND

To see if the Town will vote to transfer the sum of one hundred thousand dollars (\$100,000.00) from Free Cash to the Capital Expense Stabilization Fund, or take any other action relative thereto.

Requested by the Select Board

Explanation: This is a customary article that began at the 2016 ATM to transfer funds into the Capital Expense Stabilization Fund to plan for significant capital purchases that will occur several years in the future. Rather than waiting and appropriating or borrowing the entire sum in one year, this fund will allow us to reserve, with town meeting approval, incremental sums of money over time. When the project or purchase is ready to be funded, a town meeting vote will be required to appropriate the funds. The balance as of March 1, 2021 in the fund is \$432,778.81.

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

SECTION 4: TO THE STABILIZATION FUND

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

Requested by the Select Board

Explanation: This transfer will replenish funds that have been transferred to the General Fund over the past several years to pay accumulated benefit obligations to retiring employees. Free Cash will be used for that purpose in FY 2022. The balance as of March 1, 2021 in the Stabilization Fund is \$1,116,734.22 or 5.1% of the proposed FY2022 Operating Budget. This transfer will bring the Town closer to the recommended 6-10% of operating expenditure budget for the Stabilization Fund.

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

SECTION 5: TO PURCHASE HEAVY-DUTY TRACTOR TRUCK REPLACEMENT

To see if the Town will vote to transfer the sum of one hundred seventy thousand dollars (\$170,000.00) from Free Cash to the Operating Capital Account (01013358) to pay costs of acquiring a heavy-duty tractor truck, and for the payment of all other costs incidental and related thereto; or take any other action relative thereto.

Requested by the Select Board

Explanation: The Department of Public Works requests a new Heavy-Duty Tractor Truck to use for transporting recycling and solid waste, and for hauling machines and equipment. The Department currently has a 1988 International Roll Off Truck, a 2000 Sterling Dump Truck, and a 1984 Brigadier Heavy Duty Tractor (not registered and not road-worthy) that will be decommissioned with the purchase of this Heavy-Duty Tractor Truck.

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

SECTION 6: TO REPAIR/REPLACE WINDOWS, SHINGLES, SIDING, AND TRIM AT TRURO CENTRAL SCHOOL

To see if the Town will vote to transfer the sum of two hundred twenty- eight thousand, two hundred dollars (\$228,200.00) from Free Cash to the Operating Capital Account (01013358) to pay costs of repairing and replacing windows, shingles, siding and trim at the Truro Central School, and for the payment of all other costs incidental and related thereto; or take any other action relative thereto.

Requested by the Select Board

Explanation: This is a regular long-term maintenance project that will include re-shingling the exterior walls that have not been recently re-shingled and replacing a leaking bank of windows and the interior and exterior trim around them. The project will be completed in a single multi-week period during summer break.

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

SECTION 7: TO GENERAL FUND RESERVE FUND

To see if the Town will vote to transfer the sum of one hundred twenty- five thousand dollars (\$125,000.00) from Free Cash to the Reserve Fund (01013257) to be available for extraordinary or unforeseen expenditures in fiscal year 2022, or take any other action relative thereto.

Requested by the Select Board

Explanation: In accordance with MGL Chapter 40, Section 6, the Reserve Fund is a sum of money appropriated at Town Meeting to be used for “extraordinary or unforeseen expenditures.” The Finance Committee approves or denies Reserve Fund Transfer requests in accordance with Massachusetts General Law and the Truro Select Board Policy #42. In recent years, Town Meeting has appropriated \$100,000 in the Omnibus Budget to the Reserve Fund. This year, \$100,000 is included in the FY2022 Omnibus Budget and \$125,000 of Free Cash is requested to bring the FY2022 Reserve Fund total to \$225,000. This request brings the reserves of the Town more in- line with Government Finance Officers Association recommendations.

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

Article 7: Council on Aging Revolving Fund

To see if the Town will vote pursuant to Section 1.1.8 of the General Bylaws to set the spending limit for the COA Revolving Fund for Fiscal Year 2022 at forty thousand dollars (\$40,000); or to take any other action relative thereto.

Requested by the Town Accountant

Explanation: This is a customary article required by Massachusetts General Law that sets expenditure limits for the Council on Aging Revolving Fund.

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

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

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

Requested by the Town Accountant

Explanation: The amount of the Chapter 90 funds to be awarded to Truro by the State for FY 2022 is \$169,653.

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

PETITIONED FINANCIAL ARTICLES

Article 9: Fund a Childcare Voucher Program- Petitioned Article

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$150,000 to pay the costs of funding a voucher system for two and three-year old children of Truro residents and children of Town of Truro employees to attend a state-licensed child care and/or state-licensed PreK program. Eligible children may receive a maximum of \$7,500 per year in voucher support, and are children who have reached the age of no less than two years of age as of August 31st, and are not 4 years or older as of August 31st, and are children that cannot be accommodated in full at the Truro Central School PreK program. The administration of this program and related funds shall be overseen by the Select Board or their designee, or take any other action relative thereto.

Requested by Citizen Petition

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

Finance Committee Comment: The Finance Committee recommends that the motion on Town Meeting floor be to “transfer funds from free cash” to fund this article.

Finance Committee Recommendation	3	0	1
Select Board Recommendation			

COMMUNITY PRESERVATION ACT ARTICLES

Article 10: Community Preservation Act

SECTION 1: CONTRIBUTION TO THE AFFORDABLE HOUSING TRUST FUND

(Community Housing)

To see if the Town will vote to appropriate the sum of Fifty Thousand dollars and no cents (\$50,000.00) from Projected Fiscal Year 2022 Community Preservation Act Surcharge Revenue, to contribute to the Truro Affordable Housing Trust Fund, or take any other action relative thereto.

Requested by Truro Housing Authority

Explanation: If a fund of money is immediately available to the Housing Authority, then the Housing Authority will be able to make time to act on opportunities that would be lost if the Housing Authority had to wait for Town Meeting or beyond to request money for a legitimate Community Housing project.

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

SECTION 2: HOUSING CONSULTANT

(Community Housing)

To see if the Town will vote to appropriate the sum of Twenty-five Thousand dollars and no cents (\$25,000.00) from Projected Fiscal Year 2022 Community Preservation Act Surcharge Revenue, to provide technical assistance to the Truro Housing Authority, and to enter into a grant agreement to set forth the terms and conditions thereof, or take any other action relative thereto.

Requested by Truro Housing Authority

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

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

SECTION 3: PRESERVATION OF HIGHLAND HOUSE MUSEUM PERMANENT COLLECTION

(Historical Preservation)

To see if the Town will vote to appropriate the sum of Eighteen Thousand, Seven Hundred Eighty-four dollars and no cents (\$18,784.00) from Projected Fiscal Year 2022 Community Preservation Act Surcharge Revenue for the preservation of items in the permanent collection of Highland House Museum, and to enter into a grant agreement to set forth the terms and conditions thereof, or take any other action relative thereto.

Requested by the Truro Historical Society

Explanation: More Highland House Museum permanent historic resources will be displayed in the main exhibition hall; the Miss Betsey Holsbery 1858 Walling Map of Cape Cod will be cleaned and conserved; photographs and documents will be restored; and several Truro artists' works are to be reframed and repaired.

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

SECTION 4: EDGEWOOD FARM HISTORIC PRESERVATION PROJECT PHASE 5

(Historical Preservation)

To see if the Town will vote to appropriate the sum of Seventy-two Thousand, Five Hundred dollars and no cents (\$72,500.00) from Projected Fiscal Year 2022 Community Preservation Act Surcharge Revenue for a fifth phase of restoration and preservation of three historic buildings at Edgewood Farm, and to enter into a grant agreement to set forth the terms and conditions thereof, or take any other action relative thereto.

Requested by the Truro Center for the Arts at Castle Hill

Explanation: A deed restriction has been completed to keep Edgewood Farm historically preserved in perpetuity. Phase 5 plans include replacement of wooden down spouts on all three buildings, upgrades for historic outdoor lighting, and restoration of one bathroom.

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

SECTION 5: PUMA PARK ENHANCEMENT

(Recreation)

To see if the Town will vote to appropriate the sum of Forty-eight Thousand, Four Hundred Five dollars and no cents (\$48,405.00) from Projected Fiscal Year 2022 Community Preservation Act Surcharge Revenue for shade sails to protect areas of Puma Park, and to enter into a grant agreement to set forth the terms and conditions thereof, or take any other action relative thereto.

Requested by the Truro Commission on Disabilities

Explanation: This phase of the project will include installation of a safe and accessible surface under the adult exercise equipment and the purchase of shade structures to provide shelter from the full sun at Puma Park.

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

SECTION 6: PAYOMET DRIVE-IN

(Recreation)

To see if the Town will vote to appropriate the sum of Twenty Thousand dollars and no cents (\$20,000.00) from Projected Fiscal Year 2022 Community Preservation Act Surcharge Revenue for improvement of the Highland Center Drive-In stage for recreational use, and to enter into a grant agreement to set forth the terms and conditions thereof, or take any other action relative thereto.

Requested by the Payomet Center for the Performing Arts

Explanation: The Payomet request is for construction of a bandshell covering for the stage at the Highlands Center Ballfield Drive-In. This would protect performers and anyone using the stage from the elements and would allow programming to continue in all weather for an extended season.

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

SECTION 7: ADMINISTRATIVE SUPPORT

To see if the Town will vote to appropriate the sum of Thirty-two Thousand, Five Hundred Ninety-one dollars and no cents (\$32,591.00) from Projected Fiscal Year 2022 Community Preservation Act Surcharge Revenue for the administrative expenses of the Community Preservation Committee, or take any other action relative thereto.

Requested by Community Preservation Committee

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

Finance Committee Recommendation	5	0	0
Select Board Recommendation	5	0	0
Community Preservation Committee Recommendation	6	0	0

SECTION 8: OPEN SPACE RESERVE

To see if the Town will vote to appropriate the sum of Sixty-five Thousand, One Hundred Eighty-one dollars and no cents (\$65,181.00) from Projected Fiscal Year 2022 Community Preservation Act Surcharge Revenue to reserve for the purpose of Open Space, or take any other action relative thereto.

Requested by the Community Preservation Committee

Explanation: The Community Preservation Act and the Truro Community Preservation Bylaws require 10% of the projected Community Preservation Act surcharge revenue be used for Open Space. This is the first year that there is no debt service or Open Space project request. The money will remain in reserve for future use.

Finance Committee Recommendation	5	0	0
Select Board Recommendation	5	0	0
Community Preservation Committee Recommendation	6	0	0

SECTION 9: BUDGETED RESERVE

To see if the town will vote to appropriate the sum of Three Hundred Nineteen Thousand, Three Hundred Fifty-two dollars and no cents (\$319,352.00) as a Budgeted Reserve from Projected Fiscal Year 2022 Community Preservation Act Surcharge Revenue for such projects as may be recommended by CPC to Town Meeting, or take any other action relative thereto.

Requested by Community Preservation Committee

Explanation: After the 10% allotments for Community Housing, Historic Preservation and Open Space are made or reserved for those purposes, a balance of \$319,352 will be reserved for approved CPA projects in any category including Recreation by Town Meeting approval. Any money remaining at the end of the Fiscal Year will be assigned to the Community Preservation Act Undesignated Fund Balance.

Finance Committee Recommendation	5	0	0
Select Board Recommendation	5	0	0
Community Preservation Committee Recommendation	6	0	0

LAND CONVEYANCE ARTICLES

TWO-THIRDS
VOTE**Article 11: Authorization to Convey Town Property to the Truro Conservation Trust**

To see if the Town will vote to transfer an .822-acre parcel located at 1 Pond Village Avenue (36-048) from the Tax Title Custodian to the Select Board, for the purpose of conveyance, including a conveyance to the Truro Conservation Trust, for nominal or no consideration, said land to be conserved as open space in perpetuity, and on such other terms and conditions as the Select Board shall determine; or take any other action relative thereto.

Requested by the Select Board

Explanation: This parcel is adjacent to 10 acres recently purchased by the Truro Conservation Trust (known as the “Twine Field” property) and across Pond Road from the Town-owned Pilgrim Park. The TCT has built publicly accessible trails and installed benches on the “Twine Field” property that has created a park-like setting to complement Pilgrim Park. The acquisition of this Town-owned parcel will enable the TCT to establish a permanent trailhead access on Pond Village Avenue and will expand the total amount of contiguous open space conserved in perpetuity for public use and wildlife habitat. This article was originally slated for the 2020 Annual Town Meeting but was deferred due to the COVID-19 pandemic.

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

Article 12: Accept Deed in Lieu of Foreclosure—135 South Pamet Road

To see if the Town will vote to accept a deed in lieu of foreclosure from Barbara R. Musnuff, or from the then current owner(s), pursuant to the provisions of G.L. Chapter 60, Section 77C, to a parcel of land identified as Assessors Map 48, Lot 7, said property described in a deed recorded with the Barnstable County Registry of Deeds in Book 2427, Page 117, located at 135 South Pamet Road, which is subject to tax takings held by the Treasurer/Collector for unpaid real estate taxes, said parcel to be under the care, custody, control and management of the Select Board for general municipal purposes, and to authorize the Select Board to accept and record the deed, provided the Select Board determines that the deed and the acceptance shall comply with the provisions of G.L. Chapter 60, Section 77C, or take any other action relative thereto.

Requested by the Select Board

Explanation: The home at 135 South Pamet Road was demolished in 2018 after storm impacts and migrating sand rendered it unstable. The property serves as a public access to Ballston Beach. The owner of the property, Barbara Musnuff, has agreed to donate the property to the Town by a deed in lieu of foreclosure, which means any outstanding taxes are forgiven. This article authorizes the Select Board to accept a deed for the property.

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

GENERAL BYLAW ARTICLES

Article 13: Amend General Bylaws, Chapter 3 Prohibitions on the Use and Sale of Balloons

To see if the Town will vote to amend Chapter 3 of the General Bylaws by adding a new section as follows (new language shown in **bold underline**):

No person shall sell, use or distribute any type of balloon (including, and not limited to, plastic, latex or Mylar balloons) inflated with any type of lighter-than-air gas (including, and not limited to, helium gas). No person shall dispose of any balloon in any manner, including by release into the air, other than being contained in a plastic trash bag and transported to the Transfer Station.

This Bylaw may be enforced through any lawful means in law or in equity, including, but not limited to, non-criminal disposition pursuant to G.L. c. 40, §21D. If non-criminal disposition is elected, then any Establishment or individual violating any provision of this Bylaw shall be subject to the following penalties:

\$50.00 for first offense

\$100.00 for second offense

\$200.00 for third and subsequent offenses.

Each day that such violation continues shall be considered a separate offense.

or to take any other action relative thereto.

Requested by the Select Board

Explanation: This article would prohibit the sale, use, or distribution of helium (or similar) balloons, which often end up as litter on land or in the ocean and can be hazardous to animals and marine life.

Select Board Recommendation	5	0	0
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Article 14: Amend General Bylaws, Chapter 3 Municipal Single-Use Plastic Bottle Ban
To see if the Town will vote to adopt the following as a general bylaw and to insert it into the Chapter 3 of the General Bylaws (new language shown in **bold underline**):

The purchase by the Town of Truro of either water or any other beverage in single-use plastic bottles of any size is prohibited and the sale of non-carbonated, unflavored water in single-use plastic containers is prohibited on Town of Truro property.

Any Town department when engaged in public health and safety operations shall be exempt from this Bylaw.

Effective date: As soon as practicable but no later than September 1, 2021.

In the event of a declaration (by Emergency Management Director, or other duly-authorized Town, Commonwealth, or United States official) of an emergency affecting the availability and/or quality of drinking water for Truro residents the Town shall be exempt from this Bylaw until seven (7) calendar days after such declaration has ended.

or to take any other action relative thereto.

Requested by the Select Board

Explanation: The Select Board prepared a similar article for the 2020 Annual Town Meeting but opted to consider it at a future Town Meeting due to the COVID-19 Pandemic. A municipal plastic bottle ban was initiated on Cape Cod in 2019 and has been adopted by 13 of the 15 towns in Barnstable County as of year-end 2020. Plastic bottles do not biodegrade and can last forever. Their production emits toxic waste into the air, and chemicals from plastic can leach into our beverages. When plastic bottles are discarded, they pollute the air if incinerated, contaminate groundwater if buried, clutter our beaches, forests, and roadways, and if ending up in our oceans threaten marine life. The proposed language provides for a municipal ban and a commercial ban that would apply solely to municipal property and would prohibit Town of Truro staff, officials, or other purchasing agents of the Town from purchasing any beverages in single-use plastic bottles as part of their official duties. It would also prohibit commercial entities from selling non-carbonated, unflavored water in single-use plastic containers on Town of Truro-owned property.

Select Board Recommendation	4	0	1
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SELECT BOARD ARTICLES ORIGINATING FROM CITIZEN-PETITION

Article 15: Non- Binding Public Advisory Questions for Increased Security at Pilgrim Nuclear Power Station on Cape Cod Bay- Petitioned Article

Whereas, the high-level nuclear waste will remain at Pilgrim for decades or more in dry casks that present safety concerns, each holding half the radioactive cesium released at Chernobyl;

Whereas, the spent fuel pool remains full and is vulnerable to terrorist attack or accident that could cause radioactive contamination rendering our communities uninhabitable;

Whereas, due to lack of proper security on the property, there has been open access beyond the posted 'No Trespassing' signs to within line-of-sight of dry cases and spent fuel pool;

Whereas, during decommissioning, the Nuclear Regulatory Commission has abdicated its responsibility to protect the public by approving exemptions requested by new Pilgrim owner Holtec for reduced offsite liability insurance, cybersecurity, and offsite emergency planning;

Whereas, safety is a human right;

Whereas, citizens of the Town of Truro find this to be an unacceptable threat to our health and safety and must be resolved in the most timely manner;

Therefore, shall the people of the Town of Truro direct the local government to communicate to Governor Baker and the State Legislature to employ all means available to ensure that: (1) spent nuclear fuel is secured in better quality dry casks and hardened onsite, storage; and (2) spent fuel pool and casks are protected with heightened security to prevent intrusion in order to protect the health, welfare, and economic interests of the Town of Truro and its inhabitants and visitors?

or take any other action relative thereto.

Requested by the Select Board

Petitioner Comment: This was submitted by petition for consideration at Town Meeting for inclusion as a non-binding public advisory question for the 2020 spring Town Ballot.

Select Board Comment: This was submitted by petition for consideration at the 2020 Annual Town Meeting and can be considered by Town Meeting as a non-binding advisory vote. The Select Board voted at their August 25, 2020 meeting to include the 2020 Annual Town Meeting petitioned articles on a subsequent special or annual Town Meeting as Select Board articles.

Select Board Recommendation	5	0	0
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**Article 16: Resolution in Support of Changing the State Flag & Seal of Massachusetts-
Petitioned Article**

To see if our Town, Truro, will support the following resolution to ask the governor to appoint a committee to change the Massachusetts State Flag, Motto, and Seal:

Resolution in Support of Changing the State Flag & Seal of Massachusetts

Whereas the history of the State of Massachusetts is replete with instances of conflict between the European Colonists and the Native Nations of the Region, who first extended the hand of friendship to the Colonists on their shores in 1620, and helped them to survive starvation during the settlers' first winters on their land;

Whereas members of the Native Nation for whom the State of Massachusetts is named were ambushed and killed by Myles Standish, first commander of the Plymouth Colony, in April of 1623, barely two years after the Pilgrims arrived on their shores;

Whereas the naked Colonial broadsword brandished above the head of the Native man on the Massachusetts State Flag and Seal is modeled over Myles Standish's own broadsword, borrowed from the Pilgrim Hall in Plymouth by the illustrator Edmund Garrett in 1884;

Whereas the belt binding the Native's cloak on the Flag and Seal is modeled after a belt worn by Metacomet, known to the English as King Philip, who was among the Wampanoag leaders who resorted to a mutually destructive war in 1675-76 in defense of Native lands against Euro-Colonial encroachment;

Whereas the proportions of the body of the Native man in the Flag and Seal were taken from a Native skeleton kept in Winthrop, the bow modeled after a bow taken from a Native man shot and killed by a colonist in Sudbury in 1665, and his features taken from a photograph of an Ojibwe chief from Great Falls, Montana, considered by the illustrator to be a "fine specimen of an Indian," though not from Massachusetts;

Whereas the history of relations between Massachusetts since Colonial times and the Native Nations who continue to live within its borders includes the forced internment of thousands of so-called "praying Indians" on Deer Island, in Boston Harbor, where they died by the hundreds of exposure in 1675, their subsequent enslavement in Boston, Bermuda, and the Caribbean Islands, the offering of 40 pounds sterling as bounty for the scalps of Native men, women and children in Massachusetts beginning in 1686, increased to 100 pounds sterling for the scalps of Native adult males by 1722, half that amount for Native women and children;

Whereas Native Nations within the boundaries of Massachusetts were kept in a state of serfdom, and their members legally considered incompetent wards of the state until the nonviolent action of the so-called Mashpee Rebellion of 1833 led to the granting of Native self rule by the Massachusetts legislature in 1834, as if the sovereign right of Native self-government was the Massachusetts legislature's to confer;

Whereas Native Americans were legally prohibited from even stepping foot into Boston from 1675 until 2004, when that law was finally repealed;

Whereas the 400th anniversary of the landing of the Euro-Colonists at Plymouth Plantation, which gave rise to the long chain of genocidal wars and deliberate policies of cultural

destruction against Native Nations of this continent, is approaching in the year 2020, affording every citizen of the Commonwealth a chance to reflect upon this history and come to a new awareness of a better relationship between the descendants of the Euro-Colonial immigrants and the Native Nations of the Commonwealth;

Whereas the land area now known as the Town of Truro shares a rich Native history with modern tribal Nations like the Mohican, the Abenaki, and tribal groups like the Sokoki and the Pocumtuck and the Wampanoag who frequented this area for thousands of years before the first colonial settlers arrived.

Now, therefore, BE IT RESOLVED that the Town of Truro hereby adopts this resolution in support of H.2776 and S.1877, a "Resolve Providing for the creation of a Special Commission relative to the Seal and Motto of the Commonwealth," and requests that Representative Paul Mark and Senator Jo Comerford continue their strong advocacy and support for the aforementioned Resolve (H.2776 and S.1877) in the General Court, and that the Joint Committee on State Administration and Regulatory Oversight, after holding a public hearing on the Resolve report it out favorably, and if the legislation shall pass that the governor shall sign it and work with members of the General Court to ensure its enactment.

or take any other action relative thereto.

Requested by the Select Board

Select Board Comment: This was submitted by petition for consideration at the 2020 Annual Town Meeting and can be considered by Town Meeting as a non-binding advisory vote. The Select Board voted at their August 25, 2020 meeting to include the 2020 Annual Town Meeting petitioned articles on a subsequent special or annual Town Meeting as Select Board articles.

Select Board Recommendation	5	0	0
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TWO-THIRDS
VOTE**Article 17: Charter Amendment to Sections 3-1-1 and 6-4-2- Petitioned Article**

Whereas the Truro Planning is currently an elected multi-member body;

Whereas the intent of this article is to change the Truro Planning Board to a Select Board appointed multi-member body;

Now, therefore, to see if the Town will vote pursuant to G.L. c.43B, § 10 to amend Sections 3-1-1 and 6-4-2 of the Town Charter as set forth below, with ~~strickethrough~~ text to be deleted and **bold underlined** text to be inserted:

3-1-1 *The membership of the following multi-member bodies shall be elected as follows:*

A Moderator shall be elected for a three-year term.

A Board of Selectmen of five members.

A School Committee of five members.

~~A Planning Board of seven members.~~

A Board of Library Trustees of five members, notwithstanding the provisions of Section 10 of Chapter 78 of the General Laws.

A Housing Authority of four members in accordance with the General Laws.

A fifth member of the Housing Authority shall be appointed by the Commonwealth.

A Cemetery Commission of three members.

6-4-2 *The regulatory multi-member bodies listed below shall be appointed by the Board of Selectmen in accordance with sections 4-3-2 and 6-2-6 of this Charter.*

Board of Health

Board of Assessors

Conservation Commission

Zoning Board of Appeals

Planning Board

or take any other action relative thereto.

Requested by the Select Board

Select Board Comment: This article was submitted by petition for consideration at the 2020 Annual Town Meeting. The Select Board voted at their August 25, 2020 meeting to include the 2020 Annual Town Meeting petitioned articles on a subsequent special or annual Town Meeting as Select Board articles.

Select Board Recommendation	1	2	2
Charter Review Committee Recommendation			

Article 18: Amend the Local Room Occupancy Excise Tax- Petitioned Article

To see if the Town will vote to amend the local room occupancy excise tax under G.L. c. 64G, §3A to the rate of 6%, or take any other action relative thereto.

Requested by the Select Board

Select Board Comment: This article was originally submitted by petition for consideration at the 2020 Annual Town Meeting. The Select Board voted at their August 25, 2020 meeting to include the 2020 Annual Town Meeting petitioned articles on a subsequent special or annual Town Meeting as Select Board articles. As originally written, this article was not in proper legal form, and as such, the Select Board modified the article to meet the intent of the initial article, which resulted in two separate articles. In this, the first of the two articles, the voters will consider increasing the local room occupancy tax from 4% to 6% effective October 1, 2021 (date provided by Massachusetts General Law). If approved, the second article (Article 19: To Establish an Affordable Housing Stabilization Fund and to Dedicate a Percentage of the Local Room Occupancy Excise Tax to Said Fund) will be considered so that an Affordable Housing Stabilization Fund will be established and 33% of annual local room occupancy excise will be dedicated to said fund.

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

TWO-THIRDS
VOTE**Article 19: To Establish an Affordable Housing Stabilization Fund and to Dedicate a Percentage of the Local Room Occupancy Excise Tax to Said Fund- Petitioned Article**

To see if the Town, pending a favorable vote of Article 18: Amend the Local Room Occupancy Excise Tax, will vote to accept the fourth paragraph of G.L. c. 40, §5B to establish an affordable housing stabilization fund and to dedicate, without further appropriation, 33% of the annual local room occupancy excise to said stabilization fund to commence on October 1, 2021, or take any other action relative thereto.

Requested by the Select Board

Select Board Comment: This article was originally submitted by petition for consideration at the 2020 Annual Town Meeting. The Select Board voted at their August 25, 2020 meeting to include the 2020 Annual Town Meeting petitioned articles on a subsequent special or annual Town Meeting as Select Board articles. As originally written, this article was not in proper legal form, and as such, the Select Board modified the article to meet the intent of the initial article, which resulted in two separate articles. If Article 18: Amend the Local Room Occupancy Excise Tax is approved by Town Meeting, this article will be considered so that an Affordable Housing Stabilization Fund will be established and 33% of annual local room occupancy excise will be dedicated to said fund beginning on October 1, 2021.

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

TWO-THIRDS
VOTE**Article 20: Charter Amendment to Section 2-2-4- Petitioned Article**

To see if the Town will vote to amend Section 2-2-4 of the Town Charter by adding new language as follows (new language shown **bold underline**), or to take any other action relative thereto.

- 2-2-4 *The Moderator shall appoint a Finance Committee in accordance with the provisions of Chapter 6. The Finance Committee shall act in an advisory capacity to the legislative branch, the Town Meeting. **The Moderator shall conduct an open search, selection and appointment process for candidates for new, renewing, and/or vacant seats for the Finance Committee. The Moderator will adhere to the procedures and practices used by the Select Board for appointed, members to Town committees and pursuant to General Law and to Chapter 6 of the Town Charter, as established and amended by Town Vote.***

Requested by the Select Board

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

Petitioner's Comment: The Finance Committee serves an essential and significant role year-round in developing departmental and Town-wide budget(s) for approval annually at ATM. Presently, members are appointed at the sole discretion of the Town Moderator in a private process. The public should have an opportunity to apply, make their skills and interests known to the Townspeople as well as the Moderator, and be subject to public interviews and transparent selection processes.

Select Board Recommendation			
Charter Review Committee Recommendation			

ZONING BYLAW ARTICLES

TWO-THIRDS
VOTE**Article 21: Amend Zoning Bylaw §40.2 Accessory Dwelling Unit - Petitioned Article**

To see if the Town will vote to amend Section 40, Special Regulations, §40.2 Accessory Dwelling Unit, by deleting the language in strike-through, adding the **bold underlined** wording and enumerate the bylaw correctly accordingly.

*§40.2 Accessory Dwelling Unit**A. The purposes of this bylaw are to:*

1. *Increase the number of moderately priced, year-round rental swelling units in Truro;*
2. *Encourage a more economical and energy-efficient use of the Town's housing supply; and*
3. *Provide homeowners with a means of obtaining rental income to defray housing costs.*

B. Requirements

1. *One Accessory Dwelling Unit (ADU) per buildable lot may be allowed in any zoning district by obtaining an ADU **Building** Permit. ~~from the Planning Board.~~*
2. *An ADU may be established within or attached to a principal swelling, principal structure, or accessory structure, or constructed as a detached unit, and must be located on the same lot as the primary dwelling.*
3. *The ADU must be in conformity with the State Building Code, Title V of the State Sanitary Code and all applicable town health, building, zoning and other local laws and regulations.*
4. *An ADU within or attached to a principal dwelling, principal structure or accessory structure that is a pre-existing nonconforming use or structure shall not increase any existing nonconformity or create a new nonconformity without first obtaining a **Special** Permit or Variance, respectively, from the Zoning Board of Appeals.*

C. ADU Permit Criteria

1. *The ADU shall be a complete, separate housekeeping unit containing both kitchen and sanitary facilities.*
2. *The ADU shall not contain more than one thousand (1,000) square feet nor less than four hundred (400) square feet of Gross Floor Area as that term is defined in Section II of this Zoning By-law. Once an ADU has been added to a dwelling, structure or lot, the ADU shall not be enlarged beyond the square footage specified in the permit granted pursuant to this section without first obtaining a subsequent **ADU Building** Permit, ~~from the Planning Board,~~ and in no case shall an ADU be permitted to exceed the square footage allowed by this section.*
3. *At least two (2) off street parking spaces in addition to parking otherwise required for the property is required for an ADU.*
4. *An ADU shall be clearly subordinate in use, size, and design to the principal dwelling or structure, ~~considering the following: building architectural details, roof design, building spacing and orientation, building screening, door and window size and location, and~~*

~~building materials.~~ When accessory to a principal dwelling, the intent is to retain the appearance of a single-family dwelling and the privacy of abutters.

5. The principal dwelling and ADU and lot on which they are located shall remain in common ownership, and shall not be severed in ownership, including that the lot, buildings or units thereon shall not be placed in a condominium form of ownership.
6. Either the ADU or the principal dwelling on a lot with an ADU must be leased for a term of at least twelve (12) months. Rental of said unit for a period of less than twelve (12) months (including, but not limited to, seasonal rental and rental through vacation rental services and websites) is prohibited. Proof of year-round rental shall be provided annually to the Building Commissioner by the owner in the form of a lease and a signed affidavit from both the owner and renter stating the unit is being rented accordingly and is used as a primary residence.
7. ADUs permitted under this section shall be inspected annually or as frequently as deemed necessary by the Health and Building Departments for compliance with public safety and public health codes. The owner of the property shall be responsible for scheduling such inspection and shall pay any applicable inspection fees.

D. Procedure

1. Each application for a Permit shall be filed by the Applicant with the ~~Town Clerk~~ **Building Department** consisting of:
 - a. ~~An original and 14 copies of the Application for ADU Permit;~~
 - b. ~~15~~ **Copies** of the required plans and **in addition** to other required information under §40.2;
 - c. Applicable filing fee;
 - d. ~~List of abutters obtained from the Truro Assessing Department;~~
 - e. Site Plan or Site and Sewage Plan prepared by a registered professional engineer or registered sanitarian showing all property lines, existing and proposed structures on the parcel, and setbacks from roads and property lines for each structure. Building dimensions (height, stories, square footage) shall be shown on the plan.
 - f. Documentation of approval of the septic/wastewater treatment system from the Board of Health.
 - g. Building plans at a scale of no less than 1/8"= 1'-0", including floor plans and front, side and rear elevations of the ADU and principal dwelling or structure.
 - h. Affidavit declaring that the ADU and/or principal dwelling to which it is accessory will be rented on a twelve month basis.
 - i. Documentation of approval, if applicable, from the Conservation Commission.
 - j. Documentation of Special Permit or Variance, if applicable, from the Zoning Board of Appeals.

E. ~~Public Hearing~~

1. ~~Upon receipt of the application by the Truro Town Clerk, the Planning Board shall hold a duly noticed public hearing within 65 days of said filing. The Board shall:~~
 - a. ~~Give notice by advertisement in a newspaper of general circulation in the Town of Truro, no less than ten (10) days before the day of such hearing; and~~
 - b. ~~Give notice by posting such notice in a conspicuous place in the Town Hall for a period of not less than ten (10) days before the day of such hearing; and~~

~~c. Give notice by mailing a copy of such advertisement to abutters to the subject property, abutters to abutters within 300 feet of the subject property, and owners of properties across the street from the subject property.~~

~~F. Findings of the Planning Board~~

- ~~1. The Planning Board shall grant an ADU Permit if it finds that the proposal complies with the provisions of this bylaw, §40.2, as amended. The concurring vote of four members of the Planning Board shall approve an ADU permit as submitted or with reasonable conditions. The Board shall deny the permit only if:
 - ~~a. The application is incomplete, and the applicant fails to complete the application within 21 days after written notice of the application's deficiencies, or~~
 - ~~b. The imposition of reasonable conditions will not ensure that the ADU will conform to the standards and criteria described herein, or~~
 - ~~c. The ADU does not comply with the requirements of the Zoning Bylaw.~~~~
- ~~2. The permit decision is not appealable.~~

G. Penalty

Failure of the applicant to comply with any provision of this section or the Permit is punishable by a fine established in Section 60.1 of the Truro Zoning Bylaws and shall entitle the ~~Planning Board~~, **Building Commissioner** after notice and public hearing, to revoke, modify or suspend the Permit. The Town shall be entitled to recover its litigation fees, including counsel fees, incurred in enforcement of this Bylaw.

H. Requirements for Tax Exemption

Qualifying ADUs permitted under this section are eligible to seek tax abatement pursuant to Chapter I, Section 10 of the Truro General Bylaws, Tax Exemption for Affordable Accessory Dwelling Units.

or to take any other action relative thereto.

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

Petitioner's Comment: This is a citizen petitioned article. This article was created to allow homeowners to build or convert an existing building to one (1) accessory dwelling unit on their property with the provision that it be rented year round as opposed to seasonally. This will benefit the community by increasing the opportunities for young people to afford to live in town, enable elderly residents to downsize or rent a portion of their home and will help create a more well-rounded community. There is a segment of the community that earns more than allows them to qualify for affordable housing yet don't make enough to afford a home. This bylaw will allow residents to create opportunities for this segment of society to live in Truro. This change will remove the planning board from the process, allowing property owners to build ADUs as a "by right" designation meaning if it fits on your property without infringing on other zoning or

health regulations, you can proceed without hearings and additional costs associated with filings.

Select Board Recommendation			
Planning Board Recommendation	0	6	0

DRAFT

TWO-THIRDS
VOTE**Article 22: Amend Zoning Bylaw §10.4 and §30.2 Food Truck Definition and Use and §30.9 Parking**(additions in underline, deletions in ~~cross-through~~)

To see if the Town will vote to amend the Zoning Bylaw by:

(a) Adding the following new definition to §10.4 Definitions:

Food Truck: A motorized truck, towable trailer, or cart that is used to sell or distribute food to consumers pursuant to a mobile food service permit and a hawker and peddler license and/or pursuant to a common victualler license.

(b) Adding “Food Trucks” to the §30.2 Use Table as follows:

PRINCIPAL USES							
	R	BP	NT6A	TC	NTC	Rt6	S
COMMERCIAL							
<u>Food Trucks (12)</u>	<u>SP</u>	<u>SP</u>	<u>SP</u>	<u>SP</u>	<u>SP</u>	<u>SP</u>	<u>SP</u>

NOTES

12. A Special Permit shall not be required for any location having received a license and/or permit for the operation of a Food Truck from the Town of Truro Select Board and/or Board of Health prior to April 28, 2020.

(c) Adding “Food Trucks” to the §30.9 Parking Schedule as follows:

PRINCIPAL USE	PARKING REQUIREMENT
RESIDENTIAL	
<u>Food Trucks</u>	<u>2 spaces per food truck</u>

or to take any other action relative thereto.

Requested by the Planning Board

Planning Board Comment: This article recognizes food trucks as a land use and provides reasonable, flexible measures for public review. The Zoning Bylaw (hereafter “ZBL”) does not currently include food trucks as a use, and thus food trucks are likely not allowed despite

having existed throughout town for many years. Most notably there is a history of food trucks at Town beaches in the Residential and Seashore districts. This article defines and legalizes the use while grandfathering existing locations, provides for noticed public hearings before the Zoning Board of Appeals for any new location proposed, and adds reasonable parking requirements. The act of adding the use also brings clarity to the existing practice of requiring Commercial Site Plan Review for new locations.

Select Board Comment:

Planning Board Recommendation	6	0	0
Select Board Recommendation			

TWO-THIRDS
VOTE**Article 23: Amend Zoning Bylaw §30.9 Parking, C. Off Street Parking Schedule**

To see if the Town will vote to amend Zoning Bylaw §30.9 Parking Schedule as follows:
(additions in underline, deletions in ~~cross-through~~)

C. Off Street Parking Schedule:

2. These standards are the minimum requirement. The Planning Board under Site Plan Review, or the Zoning Board of Appeals by Special Permit when Site Plan Review is not required, may vary the required number of spaces if the nature and scale of a proposed use warrants such a change.

or to take any other action relative thereto.

Requested by the Planning Board

Planning Board Comment: This article provides a process for the modification of parking requirements. Currently these requirements can be modified during Site Plan Review, but there is not a mechanism for projects that do not require Site Plan Review. This article allows modifications to be issued by the Zoning Board of Appeals after a noticed public hearing.

Select Board Comment:

Planning Board Recommendation	6	0	0
Select Board Recommendation			

TWO-THIRDS
VOTE**Article 24: Amend Zoning Bylaw §40.2 Accessory Dwelling Unit, C. ADU Permit**

To see if the Town will vote to amend Zoning Bylaw §40.2 Accessory Dwelling Unit as follows: (additions in underline, deletions in ~~cross-through~~):

C. ADU Permit Criteria

3. At least two (2) off street parking spaces in addition to parking otherwise required for the property is required for an ADU. This requirement may be reduced or waived at the discretion of the Planning Board.

or to take any other action relative thereto.

Requested by the Planning Board

Planning Board Comment: This article allows for reduction of the parking requirement for ADUs as part of the noticed public hearing process for ADU permits. It recognizes that unforeseen circumstances may exist to justify the requirement is unnecessary and creates a hardship for homeowners looking to add an ADU to their property. For instance, some small ADUs may clearly be intended for one person and not require 2 parking spaces.

Select Board Comment:

Planning Board Recommendation	5	1	0
Select Board Recommendation			

TWO-THIRDS
VOTE**Article 25: Amend Zoning Bylaw §40.2 Accessory Dwelling Unit, D. Procedure**

To see if the Town will vote to amend Zoning Bylaw §40.2 Accessory Dwelling Unit by adding new language and deleting language as follows (additions in underline, deletions in ~~cross-through~~):

D. Procedure

1. Each application for a Permit shall be filed by the Applicant with the Town Clerk consisting of:

- a. An original and ~~44~~ 9 copies of the Application for ADU Permit;
- b. ~~45~~ 10 paper copies and one digital copy of the required plans and other required information under §40.2

or to take any other action relative thereto.

Requested by the Planning Board

Planning Board Comment: This article reduces the required number of physical copies of applications and adds requirements for the submittal of digital copies. Most applications are distributed to Town staff electronically, reducing the need for paper copies.

Select Board Comment:

Planning Board Recommendation	6	0	0
Select Board Recommendation			

TWO-THIRDS
VOTE**Article 26: Amend Zoning Bylaw §40.2 Accessory Dwelling Unit, D. Procedure**

To see if the Town will vote to amend Subsection D of Zoning Bylaw §40.2 Accessory Dwelling Unit by deleting language as follows (additions in underline, deletions in ~~cross-through~~):

D. Procedure

...

~~f. Documentation of approval of the septic/wastewater treatment system from the Board of Health.~~

...

~~i. Documentation of approval, if applicable, from the Conservation Commission.~~

~~j. Documentation of Special Permit or Variance, if applicable, from the Zoning Board of Appeals.~~

or to take any other action relative thereto.

Requested by the Planning Board

Planning Board Comment: This article eliminates submittal requirements that are not germane to the jurisdiction of the Planning Board in their review of ADU permit applications. It does not eliminate the need for ADUs to receive all necessary permits. The Building Commissioner and Health/Conservation Agent will continue to review these requirements through the building permit process. Additionally, the submittal requirements to be eliminated currently require that the Planning Board must always be the final regulatory board to review ADUs when it may be logical to go in an alternate order under certain circumstances.

Select Board Comment:

Planning Board Recommendation	6	0	0
Select Board Recommendation			

TWO-THIRDS
VOTE**Article 27: Amend Zoning Bylaw §40.2 Accessory Dwelling Unit, D. Procedure**

To see if the Town will vote to amend Subsection D of Zoning Bylaw §40.2 Accessory Dwelling Unit by adding new language and deleting language as follows (additions in underline, deletions in ~~cross-through~~):

D. Procedure

...

g. Building floor plans at a scale of no less than 1/8"= 1'-0", ~~including floor plans and front, side and rear elevations of the ADU and principal dwelling or structure.~~

h. For ADUs proposed in a new structure or that require the modification of the exterior of an existing structure, building elevations at a scale of no less than 1/8"= 1'-0" of the dwelling or structure that contains the ADU.

i. Photographs of the exterior of the existing principal dwelling taken from the north, south, east, and west.

j. For ADUs proposed within an existing accessory structure, photographs of the exterior of the existing accessory structure taken from the north, south, east, and west.

or to take any other action relative thereto.

Requested by the Planning Board

Planning Board Comment: This article eliminates the need for ADU permit applications to include building elevation plans for proposals where there are no exterior changes to a building proposed. This is an unnecessary cost to applicants, and existing conditions can easily be documented with photographs.

Select Board Comment:

Planning Board Recommendation	6	0	0
Select Board Recommendation			

TWO-THIRDS
VOTE**Article 28: Amend Zoning Bylaw §40.2 Accessory Dwelling Unit, F. Findings of the Planning Board**

To see if the Town will vote to amend Subsection F of Zoning Bylaw §40.2 Accessory Dwelling Unit by deleting language as follows (additions in underline, deletions in ~~cross-through~~):

F. Findings of the Planning Board

...

~~2. The permit decision is not appealable.~~

or to take any other action relative thereto.

Requested by the Planning Board

Planning Board Comment: This article recognizes that a town cannot deny appeal rights through stating such in a zoning bylaw. Any discretionary permit (including an ADU permit) issued through zoning is appealable under state law by either the applicant or another interested party. Further, the current language may create confusion regarding the particular type of court appeal that should be filed resulting in additional unnecessary legal costs to the applicant, the Town, or both.

Select Board Comment:

Planning Board Recommendation	6	0	0
Select Board Recommendation			

TWO-THIRDS
VOTE**Article 29: Amend Zoning Bylaw §40.2 Accessory Dwelling Unit, H. Requirements for Tax Exemption and §10.4 Definitions**

To see if the Town will vote to amend the Zoning Bylaw by

(a) adding new language and deleting language in Subsection H of §40.2 Accessory Dwelling Unit as follows (additions in underline, deletions in ~~cross-through~~):

H. Requirements for Tax Exemption

Qualifying ADUs permitted under this section are eligible to seek tax abatement pursuant to Chapter I, Section ~~10~~ 11 of the Truro General Bylaws, Tax Exemption for Affordable Accessory Dwelling Units.

And by

(b) deleting from §10.4 Definitions the following definition in its entirety:

~~Dwelling Unit, Affordable Accessory. A rental dwelling unit either detached from or located within or attached to a principal dwelling, principal structure, garage, containing at least four hundred (400) square feet but not more than one thousand four hundred (1,400) square feet of Gross Floor Area. Accessory unit shall be restricted to remain affordable by conditions attached to the Special Permit issued by the Planning Board and be occupied by income-eligible households determined in accordance with HUD Income and Fair Market Rental Guidelines. (04/07)~~

or to take any other action relative thereto.

Requested by the Planning Board

Planning Board Comment: This article corrects a scrivener's error referencing the General Bylaws and removes an obsolete definition for Affordable Accessory Dwelling Units. The ZBL previously contained provisions for Affordable ADUs, but this was replaced with the adoption of the current ADU bylaw.

Select Board Comment:

Planning Board Recommendation	6	0	0
Select Board Recommendation			

TWO-THIRDS
VOTE**Article 30: Amend Zoning Bylaw §70.3 Commercial Development**

To see if the Town will vote to amend Subsection D of Zoning Bylaw §70.3 Commercial Development by adding new language and deleting language as follows (additions in underline, deletions in ~~cross-through~~):

D. Procedures and Plan Requirements

1. Each application for Commercial Site Plan Review shall be filed by the Applicant with the Town Clerk consisting of:
 - a. An original and ~~44~~ 9 copies of the Application for Site Plan Review;
 - b. ~~45~~ 10 paper copies and one digital copy of the required plans and other required information per subsection 3 below;

or to take any other action relative thereto.

Requested by the Planning Board

Planning Board Comment: This article reduces the required number of physical copies of applications and adds requirements for the submittal of digital copies. Most applications are distributed to Town staff electronically, reducing the need for paper copies.

Select Board Comment:

Planning Board Recommendation	6	0	0
Select Board Recommendation			

TWO-THIRDS
VOTE**Article 31: Amend Zoning Bylaw §70.4 Residential Development**

To see if the Town will vote to amend Subsection C of Zoning Bylaw §70.4 Residential Development by adding new language and deleting language as follows (additions in underline, deletions in ~~cross-through~~):

C. Procedures and Plan Requirements

1. Each application for Residential Site Plan Review shall be filed by the Applicant with the Town Clerk consisting of:
 - a. An original and ~~44~~ 9 copies of the Application for Site Plan Review;
 - b. ~~45~~ 10 paper copies and one digital copy of the required plans and other required information per subsection 3 below;

or to take any other action relative thereto.

Requested by the Planning Board

Planning Board Comment: This article reduces the required number of physical copies of applications and adds requirements for the submittal of digital copies. Most applications are distributed to Town staff electronically, reducing the need for paper copies.

Select Board Comment:

Planning Board Recommendation	6	0	0
Select Board Recommendation			

TWO-THIRDS
VOTE**Article 32: Amend Zoning Bylaw §70.6 Recording of Decision**

To see if the Town will vote to amend Zoning Bylaw §70.6 Recording of Decision by adding new language and deleting language as follows (additions in underline, deletions in ~~cross-through~~):

It shall be the responsibility of the applicant to obtain a true attested copy of the decision from the Town Clerk. The applicant shall be responsible for recording the Planning Board Commercial or Residential Site Plan decision at the Barnstable Registry of Deeds or Land Court, as applicable. Prior to the issuance of a building permit, the applicant shall present evidence of such recording to the Building Commissioner and the ~~Planning Board Secretary~~ Planning Department.

or to take any other action relative thereto.

Requested by the Planning Board

Planning Board Comment: This article acknowledges that filings are currently being handled by professional staff at Town Hall and brings the ZBL in line with this practice.

Select Board Comment:

Planning Board Recommendation	6	0	0
Select Board Recommendation			

TWO-THIRDS
VOTE**Article 33: Amend Zoning Bylaw §70.9 Waiver of Site Plan Review**

To see if the Town will vote to amend Zoning Bylaw §70.9 Waiver of Site Plan Review by adding new language and deleting language as follows (additions in underline, deletions in ~~cross through~~):

The Planning Board may determine at its discretion without a public hearing that submission of a Commercial or ~~Residential~~ Site Plan review application is not required when the alteration, construction, or reconstruction of an ~~existing~~ building or structure or new use or change in use will not have a significant impact: within the site or in relation to adjacent properties and streets; on pedestrian and vehicular traffic; on public services and infrastructure, or on unique environmental and historic resources, abutting properties; or community needs. Site Plan Review shall not be waived in the Seashore District.

(4/17)

A waiver from Commercial or ~~Residential~~ Site Plan Review must be requested by the applicant using the appropriate Site Plan Review Application form. The form, applicable filing fee and supporting documentation to establish that such review is not required shall be filed with the ~~Planning Board Secretary~~ Town Clerk. A waiver request will be considered at a regular session of the Planning Board.

Upon the decision of the Planning Board, a copy of the decision shall be sent to the applicant, the owner, the representative, if any, and the Building Commissioner.

or to take any other action relative thereto.

Requested by the Planning Board

Planning Board Comment: This article does three things:

- 1. It clarifies that Residential Site Plan Review cannot be waived because Residential Site Plan Review is only required in the Seashore district, and the bylaw states that Site Plan Review cannot be waived in the Seashore district.*
- 2. It allows for the waiver of Commercial Site Plan Review for new buildings that do not create significant impacts. For example, the ZBL currently allows a waiver for a 2,000 sq. ft. addition to an existing commercial building, but it does not allow a waiver for a new 200 sq. ft. shed.*
- 3. It acknowledges that filings are currently made with the Town Clerk and brings the ZBL in line with this practice.*

Select Board Comment:

Planning Board Recommendation	6	0	0
Select Board Recommendation			

TWO-THIRDS
VOTE**Article 34: Amend Zoning Bylaw §40.6 Growth Management**

To see if the Town will vote to amend Zoning Bylaw §40.6 Growth Management by adding new language and deleting language as follows (additions in underline, deletions in ~~cross-through~~):

- A. Purpose. The purpose of §40.6 of the bylaw is to provide adequate time for the Town to plan and prepare for the effects of future residential growth, and ensure that the pace of growth does not diminish the Town's rural character, impair natural resources or overwhelm town services or infrastructure. The gradual pace of development afforded by the bylaw will provide opportunities for the Town to: 1) purchase and protect open spaces, thereby reducing the Town's ultimate density and preserving, as much as possible, the Town's rural character; 2) undertake comprehensive planning to identify a community land use vision to guide the regulation of land use and development; 3) assess the impacts of anticipated growth on town infrastructure, roads, drinking water supply and fresh and marine wetlands and water bodies, and plan appropriate measures to protect the integrity of those resources; and 4) develop a financially sustainable plan for the provision of town services and infrastructure necessary to support the community's land use vision. This section, 40.6, shall expire on December 31, ~~2021~~, 2024.

or to take any other action relative thereto.

Requested by the Planning Board

Planning Board Comment: This article extends the date of expiration of the Growth Management Bylaw from December 31, 2021 to December 31, 2024. This extension will allow the Town to continue and complete the tasks identified in the Purpose section, including an update to the Town's Local Comprehensive Plan. Most recently, the COVID 19 emergency halted the Town's efforts to pursue this essential planning process. An extension will provide the time required for this process.

Select Board Comment:

Planning Board Recommendation	6	0	0
Select Board Recommendation			

NEW PETITIONED ARTICLES

**Article 35: Amendment to General Bylaws Ch 3—Add Municipal Single-Use Bottle Ban-
Petitioned Article**

To see if the Town will vote to adopt the following as a general bylaw and to insert it into the Chapter 3 of the General Bylaws (new language shown in **bold underline**):

The purchase by the Town of Truro of either water or any other beverage in single-use plastic bottles of any size is prohibited and the sale of water or any beverage in single-use plastic containers is prohibited on town property.

Any Town department when engaged in public health and safety operations shall be exempt from this Bylaw.

Effective date: As soon as practicable but no later than September 1, 2021.

In the event of a declaration (by Emergency Management Director, or other duly-authorized Town, Commonwealth, or United States official) of an emergency affecting the availability and/or quality of drinking water for Truro residents the Town shall be exempt from this Bylaw until seven (7) calendar days after such declaration has ended.

or to take any other action relative thereto.

Requested by Citizen Petition

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

Petitioner's Comment: A municipal plastic bottle ban was initiated in 2019 and has been adopted by 13 of the 15 towns in Barnstable County as of year-end 2020. Plastic bottles do not biodegrade and can last forever. Their production emits toxic waste into the air, and chemicals from plastic can leach into our beverages. When plastic bottles are discarded, they pollute the air if incinerated, contaminate groundwater if buried, clutter our beaches, roadways, forests, and roadways, and if ending up in our oceans threaten marine life.

Petitioner's Note: This article was requested by the Truro Select Board for inclusion on the Warrant for the April 28, 2020 Annual Town Meeting and recommended unanimously (5-0-0) to the voters. However, it did not appear on the final Warrant for the postponed Annual Town Meeting held on September 26. We urge the Select Board to request the article again for the 2021 ATM Warrant, with a slightly expanded Explanation and additional towns having adopted it.

Select Board Recommendation			
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TWO-THIRDS
VOTE**Article 36: Amendment to Charter Chap 3 & Chap 6—Make Zoning Board of Appeals an Elected Board- Petitioned Article**

To see if the Town will vote, pursuant to G.L. c.43B §10(b), to amend sections 3-1-1 and 6-4-2 of the Town Charter, as set forth below, with ~~strike through~~ text to be deleted and **bold underline** text to be inserted, or take any other action relative thereto:

3-1-1 The membership of the following multi-member bodies shall be elected as follows:

A moderator shall be elected for a three-year term.

A Board of Selectmen [Select Board] of five members.

A School Committee of five members.

A Planning Board of seven members.

A Zoning Board of Appeals of five members.

A Board of Library Trustees of five members, notwithstanding the provisions of Section 10 of Chapter 78 of the General Laws.

A Housing Authority of four members in accordance with the General Laws.

A fifth member of the Housing Authority shall be appointed by the Commonwealth.

A Cemetery Commission of three members.

6-4-2 The regulatory multi-member bodies listed below shall be appointed by the Board of Selectmen [Select Board] in accordance with sections 4-3-2 and 6-2-6 of this Charter.

Board of Health

Board of Assessors

Conservation Commission

Zoning Board of Appeals

Requested by Citizen Petition

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

Petitioner's Comment: The request to make the Zoning Board of Appeals an elected board is intended to enhance the democratic principles of representation by making it directly accountable to Truro voters. The Planning Board, which has duties and authorities that complement those of the Zoning Board of Appeals, is an elected board. Making the Zoning Board of Appeals an elected board would eliminate an inconsistency in how the two related boards are constituted.

Charter Review Committee Recommendation			
Select Board Recommendation			

TWO-THIRDS
VOTE**Article 37: Amendment to Charter Chap 3 & Chap 6—Make Board of Health an Elected Board- Petitioned Article**

To see if the Town will vote, pursuant to G.L. c.43B §10(b), to amend sections 3-1-1 and 6-4-2 of the Town Charter, as set forth below, with ~~strike through~~ text to be deleted and **bold underline** text to be inserted, or take any other action relative thereto:

3-1-1 The membership of the following multi-member bodies shall be elected as follows:

A moderator shall be elected for a three-year term.

A Board of Selectmen [Select Board] of five members.

A School Committee of five members.

A Planning Board of seven members.

A Board of Library Trustees of five members, notwithstanding the provisions of Section 10 of Chapter 78 of the General Laws.

A Housing Authority of four members in accordance with the General Laws.

A fifth member of the Housing Authority shall be appointed by the Commonwealth.

A Cemetery Commission of three members.

A Board of Health of five members.

6-4-2 The regulatory multi-member bodies listed below shall be appointed by the Board of Selectmen [Select Board] in accordance with sections 4-3-2 and 6-2-6 of this Charter.

Board of Health

Board of Assessors

Conservation Commission

Zoning Board of Appeals

Requested by Citizen Petition

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

Petitioner's Comment: The request to make the Board of Health an elected board is intended to enhance democratic principles of representation by having it selected directly by the voters of Truro. The Board of Health adopts and enforces regulations pertaining to the health and safety of all residents of Truro and should, therefore, be directly accountable to Truro voters.

Charter Review Committee Recommendation			
Select Board Recommendation			

Article 38: Tax Transparency of Financial Articles in Excess of \$50,000.00- Petitioned Article

To vote requesting that all financial warrant articles, outside the omnibus budget, which could incur expenditures in excess of \$50,000.00 be required to delineate their cost and the estimated tax impact (rate change or annual dollar increase) on an average home (assessed at a value of \$500,000 before any exemptions), thereby transparently informing voters as to the estimated and ongoing tax costs they will incur in relation to their votes; or to take any other action relative thereto.

Requested by Citizen Petition

Select Board Comment: This article was submitted by petition for consideration at Town Meeting can be considered by Town Meeting as a non-binding advisory vote.

Petitioner's Comment: The above is a citizens' petition requesting the fiscally responsible requirement that financial warrant articles going to a town vote, and costing the town in excess of approximately \$50,000.00, include an estimated budget and the tax impact for an average assessed home in Truro. At the annual Town Meeting, the good and caring citizens of Truro are often asked to approve numerous financial warrant articles in addition to approving the annual town budget. These petitions and articles, which the citizens have little time to research prior to voting, have a substantial impact on the ongoing budget of the town and therefore on their ongoing tax burden. However, these tax impacts are not transparent to voters, warrant articles currently have no requirement of stating their tax impacts. Consequently, taxes can increase in Truro at an alarming rate in response to costly citizen petitions that get included on the town warrant along with town-initiated projects. In responsible fiscal management, proposed projects require budgets. So too should costly warrant articles, which are funded by tax dollars from the townspeople, who are asked to vote on them.

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

Article 39: Project Accounting & Quarterly Reporting on Total Expenditures over \$75,000.00- Petitioned Article

To see if the Town will vote to require that the Select Board authorize the Town Manager to implement Project Accounting methods to be used to make public by written report those expenditures that have exceeded or are proposed to exceed a total expenditure of \$75,000 or more on each specific project, regardless of duration. These project expenditures will be reported along with other summary reports commonly provided by town management so that voters can have a clear and timely understanding of town expenditures by project, posted no less frequently than quarterly on the Town of Truro website, or to take any other action relative thereto.

Requested by Citizen Petition

Select Board Comment: This article was submitted by petition for consideration at Town Meeting can be considered by Town Meeting as a non-binding advisory vote. The Select Board agrees with the intent of the article, but not with the way this article is worded.

Petitioner's Comment: The purpose of this article is to provide the public with quarterly accounting for projects or other town programs with expenditures exceeding \$75,000. Currently there is no requirement or mechanism in place to report on large financial undertakings to voters outside of Annual Town Meeting. These quarterly reports will serve to keep Truro taxpayers informed on a regular basis about significant financial outlays of taxpayer funds for Town-operated and for Town-supported projects carried out by third parties, including but not limited to capital and infrastructure projects. This will also reduce the need for and frequency of public information and public records requests and promote financial transparency.

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

Article 40: Add New Section to General By-laws- Truro Clean Water Fund- Petitioned Article

To see if the Town will vote to add Section XXX to the Truro General Bylaws to establish the Truro Clean Water Fund to operate under the purview of the Water Resources Oversight Committee (WROC) and to implement and commit to future funding at levels to be determined by future Town vote in order to encourage, facilitate, and support the upgrade, improvement and replacement of cesspools and other non-Title V compliant waste systems as well as private well water filtration as needed.

Truro Clean Water Fund monies will be used to support and sustain the ability of residential properties to have safe drinking water and to produce wastewater effluence that is safe and healthy for Truro community members and for Truro natural waterways. Truro Clean Water Fund monies will be used to provide grants and/or low interest loans to property owners to subsidize cost of qualifying septic upgrades; to monitor levels of nitrates and other contaminants in ground water, runoff, and effluence; to fund pilot testing of new small wastewater and septic technologies in Truro; and to support other activities to ensure safe drinking water and discharge into groundwater and surface water in Truro.

It will operate at the discretion of the Water Resources Oversight Committee, an existing Committee whose members are appointed by the Select Board. The Truro Clean Water Fund will be allocated funds within the Omnibus Budget annually, commencing in FY23, and may be initiated and increased through payments made by developers pursuant to the Town's inclusionary zoning by-laws, donations, and contributions from other public and private sources, including other Truro funds created to serve those in need; or to take any other action relative thereto.

Requested by Citizen Petition

Select Board Comment: This article was submitted by petition for consideration at Town Meeting, however, as written, it is not in proper legal form.

Petitioner's Comment: The purpose of this article is to ensure that the recent decision of the Truro Board of Health to require conversion of all cesspools to Title V Septic systems by 2023 is financially feasible and that those homeowners who can demonstrate financial hardship to meet this requirement have financial assistance in order to comply; and to ensure that all Truro residents, property owners, and visitors have access to safe drinking water and will discharge effluence through their activities that is safe for humans and other living things found in Truro's land, air and waters. As the last rural Town on the Cape, the health and beauty of our environment are inextricably linked to our daily activities and choices. We need tools and resources to ensure we make informed choices and have the means to implement them to the benefit of our community.

Finance Committee Recommendation	0	5	0
Select Board Recommendation			

Article 41: Special Act to Create a Year-round Rental Housing Trust- Petitioned Article

To see of the Town will vote to direct the Select Board to prepare and file a home rule petition, in the form and manner outlined below, with the General Court that would create a Year-Round Rental Housing Trust; provided that the General Court may make clerical or editorial changes of form only to said bill, unless the Select Board approves amendments thereto prior to enactment by the General Court, and provided further that the Select Board is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition; or to take any other action relative thereto.

The Home Rule Petition would read:

SECTION 1: There shall be a municipal trust to be known as the Truro Year-round Market Rate Rental Housing Trust. The trust is established to create and preserve year-round rental units in the town of Truro including, but not limited to, market rate units, for the benefit of residents of the town.

SECTION 2:

- (a) The trust shall be managed by a 5 member board of trustees. In selecting members of the board of trustees, the board of selectmen shall:
- (i) designate 1 of its members to serve on the board of trustees;
 - (ii) appoint at least 1 member of the public at large, preferably a resident who lives in year-round market rate rental housing in the town, to serve on the board of trustees; and;
 - (iii) consider a broad range of expertise, including education and experience in real estate development and financing, in appointing the 3 remaining members to the board of trustees.
- (b) Members of the board of trustees shall be sworn to the faithful performance of their official duties. A majority of the 5 members shall constitute a quorum for the transaction of any business. The board of trustees shall elect from among its members a chairman, vice-chairman, clerk and other officers as it finds necessary and determine their duties.
- (c) The original members of the board of trustees shall be appointed within 60 days following the effective date of this act. Of the members of the board of trustees first appointed, 1 member shall be appointed to serve for a term of 1 year, 2 members for a term of 2 years and 2 members for a term of 3 years. The initial appointments may be adjusted to coincide with the regular appointment cycle of the town. All terms thereafter shall be for 3 years. In the event of a vacancy on the board of trustees, a successor member shall be appointed to complete the unexpired term.
- (d) Any member of the board of trustees may be removed by the board of selectmen for cause after reasonable notice and public hearing by the board of selectmen, unless the notice and hearing are expressly waived in writing by the member subject to removal.
- (e) The members of the board of trustees shall not receive compensation for the performance of their duties, but each member shall be reimbursed by the trust for expenses incurred in the performance of the member's duties. Documentation related to such reimbursement shall be open to public inspection from and after the requisition thereof.

SECTION 3:

- (a) There shall be a trust fund to be known as the Year-round Market Rate Rental Housing Trust Fund. The fund shall be separate and apart from the General Fund of the town of Truro.
- (b) The town treasurer shall be the custodian of the trust fund.
- (c) The trust fund shall receive and hold all gifts and grants made to the trust fund as well as money appropriated by the town to the trust. The trust fund shall also receive all revenues from the sale or lease of trust property and any rental income generated from properties in the custody of the trust.
- (d) Money in the trust fund shall be available for expenditure by the trust for the purposes set forth in this act without the need for further appropriation by town meeting
- (e) By a 2/3 vote, the town may borrow money in aid of the trust, in accordance with chapter 44, to be used by the trust for any capital related purpose consistent with this act and for which the town is authorized to borrow.
- (f) Funds previously appropriated by the town for the creation of year-round rental housing prior to the effective date of this act shall, by operation of law, be automatically transferred into the trust fund.

SECTION 4:

- (a) The trust, by and through its board of trustees, may:
 - (i) accept and receive real property, personal property or money, by gift, grant, contribution, devise or transfer from any person, firm, corporation or other public or private entity or any other source;
 - (ii) purchase and retain real or personal property including, but not limited to, investments that yield a high rate of income or no income;
 - (iii) sell, lease, exchange, transfer or convey personal, mixed or real property at public auction or by private contract for such consideration and on such terms as to credit or otherwise, and to make such contracts and enter into such undertaking relative to trust property as the board deems advisable notwithstanding the length of any such lease or contract;
 - (iv) execute, acknowledge and deliver deeds, assignments, transfers, pledges, leases, covenants, contracts, promissory notes, releases and other instruments sealed or unsealed, necessary, proper or incident to a transaction in which the board engages for the accomplishment of the purposes of the trust;
 - (v) employ advisors and agents, such as accountants, appraisers and lawyers, as the board deems necessary;
 - (vi) pay reasonable compensation and expenses to all advisors and agents and to apportion such compensation between income and principal as the board deems advisable;
 - (vii) apportion receipts and charges between incomes and principal as the board deems advisable, amortize premiums and establish sinking funds for such purpose and create reserves for depreciation depletion or otherwise;
 - (viii) participate in reorganization, recapitalization, merger or similar transactions, give proxies or powers of attorney with or without power of substitution to vote any securities or certificates of interest and consent to a contract, lease, mortgage,

- purchase or sale of a property, by or between a corporation and another corporation or person;
- (ix) deposit any security with a protective reorganization committee and delegate to the that committee such powers and authority with relation thereto as the board may deem proper and pay, out of trust property, the portion of expenses and compensation of such committee as the board may deem necessary and appropriate;
 - (x) carry property for accounting purposes other than acquisition date values;
 - (xi) borrow money on such terms and conditions and from such sources as the board deems advisable, and mortgage and pledge trust assets as collateral;
 - (xii) make distributions or divisions of principal in kind;
 - (xiii) comprise, attribute, defend, enforce, release, settle or otherwise adjust claims in favor or against the trust, including claims for taxes, accept any property, either in total or partial satisfaction of any indebtedness or other obligation and, subject to this act, continue to fold the same for such period of time as the board may deem appropriate;
 - (xiv) manage or improve real property and abandon any property which the board determines is not worth retaining;
 - (xv) hold all or part of the trust property uninvested for such proposed and for such time as the board may deem appropriate; and
 - (xvi) extend the time for payment of any obligation to the trust.
- (b) General revenues appropriated into the trust become trust property and may be expended without further appropriation. All money remaining in the trust at the end of a fiscal year, whether or not expended by the board within 1 year of the date the money was appropriated into the trust, shall remain trust property.
- (c) The trust is a public employer and the members of the board are public employees for the purposes of chapter 258 of the General Laws.
- (d) The trust shall be deemed a municipal agency and the trustees special municipal employees, for the purposes of chapter 268A of the General Laws.
- (e) The trust is exempt from chapters 59 and 62 of the General Laws, and from any other General Law concerning payment of taxes based upon or measured by property or income imposed by the commonwealth or a political subdivision of the commonwealth.
- (f) The books and records of the trust shall be audited annually by an independent auditor in accordance with generally accepted accounting practices.
- (g) The trust is a public body for the purposes of sections 18 to 25, inclusive, of chapter 30A of the General Laws.
- (h) The trust is a board of the town for the purposes of chapters 30B and section 15A of chapter 40 of the General Laws; provided, however, that agreements and conveyances between the trust and agencies, boards, commissions, authorities, departments and public instrumentalities of the town shall be exempt from said chapter 30B.
- (i) The trust may procure insurance against loss in connection with its properties and other assets and operations in such amount and from such insurers as it deems desirable.
- (j) The trust may act and do things necessary or convenient to carry out the powers expressly granted in this act.
- (k) The board of trustees shall be considered a town board subject to the charter and by-laws of the town except as may be otherwise expressly provided in this act. The

members of the board of trustees shall be considered municipal employees for the purposes of the General Laws.

SECTION 5: A year-round market rate rental housing project shall not be undertaken by the trust until a public hearing relating to the project has been held by the board of trustees after due notice. Further, after due notice, the board of trustees shall hold at least 1 public hearing annually to receive comments about its management and operations. Due notice of public hearing shall be given by the trust to the general public through a legal notice in 2 newspapers having a general circulation in the town published not later than 2 weeks prior to the hearing date.

SECTION 6: The financial records of the trust shall be subject to control and oversight by the town's finance department and subject to yearly audits by the accounting firm employed by the town for the purposes of the regular town audit.

SECTION 7: Year-round market rate rental units shall be rented giving the maximum preference allowed by law to: (i) current residents of the town of Truro; (ii) municipal employees; (iii) employees of local businesses; and (iv) households with children attending schools in the town of Truro. If there are more eligible applicants than available year-round market rate rental units, the trust shall utilize a lottery system to select tenants. The trust may enact regulations establishing additional preference criteria based on income eligibility. For the purposes of this act, the term "market rate" shall mean rental housing that is not restricted to occupancy by low or moderate income households, as those terms are defined in section 38D of chapter 121B of the General Laws; provided, however, that market rate housing may be available for occupancy by households with gross income greater than 80 per cent by not more than 200 per cent of the area median household income as most recently determined by the United States Department of Housing and Urban Development, adjusted for household size. The trust may enact regulations establishing alternative or additional definitions for "market rate".

SECTION 8: This act, being necessary for the welfare of the commonwealth and the town of Truro and its inhabitants, shall be liberally construed to effect its purpose.

SECTION 9: This act shall take effect upon its passage.

Requested by Citizen Petition

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

Finance Committee Recommendation	5	0	0
Select Board Recommendation			

ADVISORY ARTICLES

Article 42: Reduction of Truro's Net Greenhouse Gas Emissions to Zero by 2050

To see if the Town will vote to adopt the following policy objective:

Be it resolved that the Town of Truro recognizes that the climate emergency is leading to rising seas, deadly storms, floods, dangerous heat waves, prolonged droughts, wild fires, ocean warming and acidification, and other adverse consequences. This poses a threat to the health, safety, and economic security of the Town and its residents. The Town of Truro therefore adopts as its policy the objective of reducing Truro's net greenhouse gas emissions to zero by 2050 at the latest, and requests the Select Board to direct all officers and departments of the Town to take such immediate measures within the scope of their respective responsibilities and authority as may be necessary and prudent to implement this policy,

or to take any other action relative thereto.

Requested by the Climate Action Committee

Climate Action Committee Comment: This policy builds on climate resolutions passed at the 2013 Annual Town Meeting ("The citizens of Truro commit ourselves to meeting our individual and collective responsibility in the face of the increasing climate crisis by adopting energy efficiency and conservation practices"), and at the 2019 Annual Town Meeting, establishing a Town of Truro Climate Action Committee.

Reaching net zero emissions is defined as eliminating all greenhouse gas emissions by all known means, and capturing the remaining emissions by various means, such as planting species known for their ability to capture and sequester these emissions.

Achieving net zero emissions will require all sectors of our community—government, businesses, and citizens—to work together toward that goal.

Select Board Comment: This was submitted by the Climate Action Committee for consideration at Town Meeting and can be considered by Town Meeting as a non-binding advisory vote.

Select Board Recommendation	5	0	0
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Article 43: Advisory Vote on the Use of Automated Tabulator

To see if the Town will vote to recommend to the Select Board to discontinue the use of the hand crank ballot box system and begin using the ImageCast Precinct Optical Scan Tabulator, or to take any other action relative thereto.

Requested by the Select Board

Explanation: The Select Board is soliciting a recommendation from Town Meeting voters regarding the discontinuance of the hand crank ballot box and the use of an automated tabulator at future elections. This vote can be considered by Town Meeting as a non-binding advisory vote and will inform the Select Board so that they may vote on the method of vote counting in accordance with M.G.L. Chapter 54, Section 34. The ImageCast Precinct Optical Scan Tabulator is an automatic counting machine that will accept voters' hand-completed ballots and will tally votes for Election Officials. The tabulator provides a printed report of the votes, to be added to write in votes and unreadable ballots, prior to transmission by the current practices and certification of election results.

Select Board Recommendation	5	0	0
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**ANNUAL TOWN ELECTION
TUESDAY, MAY 11, 2021
TRURO COMMUNITY CENTER – 7 Standish Way, North Truro, MA 02652
7:00 AM – 8:00 PM**

Barnstable ss
To the Constable for the Town of Truro
Greetings:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of the said Town who are qualified to vote in a Town Election, to vote at Truro Community Center, 7 Standish Way, Truro, MA on Tuesday, May 11, 2021 from 7:00 am to 8:00 pm for the following Town offices and questions:

#	OFFICE	TERM
2	Selectmen	3 year
2	School Committee	3 year
2	Library Trustee	3 year
1	Cemetery Commission	3 year
1	Cemetery Commission	2 year
2	Planning Board	5 year
1	Housing Authority	5 year

POSTING OF THE WARRANT

DRAFT

APPENDIX A: OMNIBUS BUDGET- FISCAL YEAR 2022

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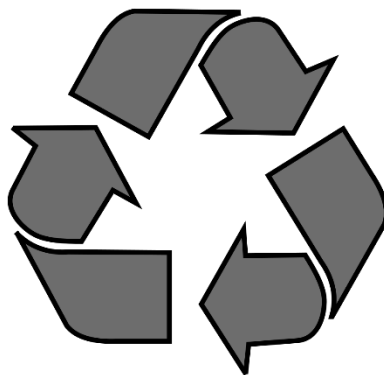
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**APPENDIX B: CAPITAL IMPROVEMENT BUDGET OF PROJECTED CAPITAL NEEDS
FY2022- FY2026**

DRAFT

DRAFT

Please consider recycling this document.





TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Sue Areson, Clerk

REQUESTED MEETING DATE: May 11, 2021

ITEM: Discussion of Creating a Meeting Length Policy

EXPLANATION: At the March 16, 2021 Select Board Meeting, Clerk Areson proposed a meeting length policy. A draft policy is included for review and discussion.

IMPACT IF NOT APPROVED: There will be no Meeting Length Policy.

SUGGESTED ACTION: *MOTION TO adopt the proposed Meeting Length Policy.*

ATTACHMENTS:

1. Draft Meeting Length Policy (#65)



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

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

POLICY MEMORANDUM #65

Date: Adopted May 11, 2021

Subject: Meeting Length Policy

The Truro Select Board is committed to running its meetings efficiently while allowing board members, the public and town staff adequate time to discuss matters thoroughly before action is taken. This requires paying close attention to agendas, setting some time limits on comments and recognizing when a topic or discussion needs to be moved to a future agenda.

The Select Board will accomplish this through several measures:

- The Select Board sets a time limit of **[two and a half OR three]** hours for its regular meetings. This limit includes allowing at least 15 minutes for reports and comments from individual board members and the town manager.
- Prior to posting the meeting agenda, the chair or his/her designee will discuss with the town manager or assistant town manager whether all of the business proposed for the meeting can reasonably be accomplished within the time frame. This discussion must anticipate which topics are likely to need lengthy discussion.
- Public comments will be limited to three minutes, absent agreement from a majority of the board.
- If a matter prompts lengthy discussion and is not time-sensitive, the board will consider moving that topic/discussion to a future agenda.
- Board members and attendees are encouraged to make comments that offer only new information or perspectives. If they agree with a previous speaker, say only that they agree. The statements of agreement shall be reflected in the meeting minutes.
- Thirty minutes prior to the scheduled end of the meeting, the board will vote on whether to continue the meeting beyond the deadline and for how long. This pause in the meeting will include a brief discussion of whether any agenda items not yet covered will be moved to a future meeting.

Robert Weinstein, Chair

Kristen Reed, Vice-Chair

Susan Areson, Clerk

Jan Worthington

Stephanie Rein
Select Board
Town of Truro

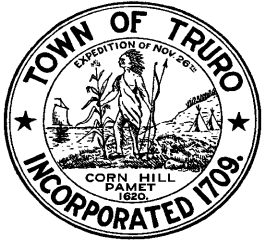


TOWN OF TRURO

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

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TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Darrin Tangeman, Town Manager

REQUESTED MEETING DATE: May 11, 2021

ITEM: Walsh Property Community Planning Committee Membership

EXPLANATION: Meetings for the Walsh Property Community Planning Committee are underway. It was recently noted by a Committee member that the 16-member committee is not allowable under Town Charter 6-2-5

6-2-5 All multi-member bodies shall consist of an uneven number of members, no fewer than three. The Board of Selectmen or Town Meeting may increase or decrease the number of members to serve on multi-member bodies, unless such number is otherwise established by the General Laws or this Charter.

Guidance from the Select Board is requested to help bring the Committee into compliance. Some suggestions to remedy this situation have included the addition of a voting member/ liaison from another committee (such as the Local Comprehensive Plan Committee) or the appointment of a student member who could also serve as a conduit to the youth of the community.

FINANCIAL SOURCE (IF APPLICABLE): N/A

SUGGESTED ACTION: *Motion to increase membership of the Walsh Property Community to 17 and to seek out {student, LPC representative, etc.} candidates to fill the vacancy.*

ATTACHMENTS:

1. Walsh Property Community Process Design

Community Process for the Walsh Property Plan Final Draft Process Design

Overview

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

On June 27, 2019, the Town hosted a public forum to kick-off this community process. The Consensus Building Institute (CBI) was asked to help design, facilitate, and document the forum. The forum was designed to elicit initial public interests and concerns about the use of the Walsh property, and begin to explore process needs, opportunities, and suggestions to guide the creation of a committee to engage the community in developing a master plan for the future use of the property. At the suggestion of forum participants, the planning team created a survey to solicit input on those questions from additional community members to the questions posed to participants at the forum. The Town Manager publicized the survey and made it available online and in hard copy to the public between July 12 and August 15, and the responses from the forum and the survey were synthesized into a summary that was then released to the public.

As a next step, CBI was asked to build on that community input to recommend an approach for the committee and community wide process. The following is a draft of a recommended approach, to be refined based on further input from the community and the Board of Selectmen.

Walsh Property Community Planning Committee (WPCPC) Purpose and Task

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

- a) to embody, engage and include the full range of perspectives (interests and concerns, as well as geographic and demographic groups) of the town of Truro.
- b) to undertake, analyze and synthesize public input and widespread outreach to maximize involvement, understanding and support for the resulting plan and its implementation.
- c) drawing on active public input and engagement, to develop broad criteria for success, develop and evaluate a range of options and approaches, and ultimately seek consensus for plans based on these criteria for the use of the property to be presented to town meeting.

Community Members and Alternates:

- a) The role of Community Members is to actively participate in all discussions and deliberations on all topics, and to participate in making consensus recommendations to go to Town Meeting, the Select Board, and other decision-making entities. Meetings will be structured to provide first priority for community member input in discussions.
- b) Members will include ***8-12 representatives, plus alternates, of community constituencies from the town of Truro***, who collectively represent the balanced and broad range of perspectives, preferences and demographics of Truro. These will include the following categories and demographics:
 - part-time (6 months or more)
 - seasonal residents
 - year-round residents
 - tradespeople
 - youth / students
 - young families
 - senior residents
 - local business owners
 - cultural and arts institutions
 - abutters (including the school)
 - people interested in housing/affordable housing opportunities
 - people interested in conservation and open space needs
 - people interested in the environment, habitat, and ecosystems
 - people interested in recreation opportunities
 - people interested in other development needs
- c) Members may be from existing Truro Boards and Committees, as long as those boards and committees do not have official authority over components of the plan. Examples are:
 - Open Space Committee
 - Council on Aging
 - Recreation Commission
 - Climate Action Committee
 - Bike and Walkways Committee
 - Local Comprehensive Plan Committee
 - Truro School Committee
 - Water Resources Oversight Committee
 - Truro Housing Authority
- d) Although they are selected to help represent a set of perspectives and demographics, members will serve as individuals, rather than as official liaisons to any particular group.

One individual might represent multiple categories. Collectively, they should also represent a mix of experience, substantive knowledge, areas of expertise, and geographic and demographic diversity within the town.

- e) All members will be expected to possess interest in the topics under consideration, as well as to demonstrate commitment to working collaboratively and productively on behalf of the WPCPC's objectives. All individuals interested in serving on the WPCPC should demonstrate how they meet the following criteria:
 - Credibility and capacity to represent the demographics and/or articulate the perspectives they seek to represent
 - Willingness and capacity to engage in respectful and constructive dialogue with other participants, maintain an open mind, and seek creative options that respond to the interests of other participants as well as their own interests
 - Contribution to the diversity of experience, knowledge, expertise, geography, and demographics
 - Willingness and interest in attending all meetings, thoughtfully listening to public and constituent perspectives, and participating actively in discussions.
- f) Interested individuals will be asked to apply to participate in the WPCPC, and to specify which (one or more) of the above categories they can help to represent, using an adapted version of the town's standard Application to Serve form. This may include sharing their current wishes and vision for the site, in order to ensure that the range of perspectives is included. Applicants will be screened by CBI, serving as the neutral facilitation team, based on the criteria above. Interviews may be requested. CBI will offer recommendations to the Select Board, who will then appoint members.
- g) Additional members within each of these categories may be appointed as alternates in the same way. In the absence of a primary member, an alternate who shares similar attributes or perspectives may serve as a stand-in for that member and assume all the rights and responsibilities of the absent member. Alternates will be expected to keep up to date on all deliberations and fill in without disruption.
- h) The WPCPC will be an official Town body, and all members will be subject to state and town regulations governing such town bodies, including freedom from conflicts of interest and adherence to open meeting law.

Liaisons:

- a) A second category of participants in the WPCPC are ***liaisons*** from chartered town commissions and boards with official regulatory or decision-making roles. The role of liaisons is to actively participate in discussions and deliberations on topics that are relevant to their expertise, interests, and responsibilities. Liaisons are also charged with bringing ideas and concerns of their committee or board to WPCPC discussions and inform their fellow committee/board members about WPCPC deliberations. Liaisons, from the Select

Board and from other entities, will follow Policy 34: Selectmen Liaison Policy. Participation of liaisons should not undermine their ability to perform their regulatory responsibilities and should not outweigh deliberation among members. Further, liaisons will not be asked to weigh in on agreement-seeking consensus recommendations. Liaisons will serve as a conduit of information and a point of contact to and from their respective board; not as a decision-maker in the Walsh Property planning process.

b) The following entities may be invited to appoint a liaison.

- Select Board
- Historical Commission
- Planning Board
- Conservation Commission
- Board of Health
- Zoning Board of Appeals
- Finance Committee

c) Additional entities may be invited to share their perspectives or knowledge, either at meetings or through engagement between meetings, at the determination of the WPCPC. For example, since the Walsh property is adjacent to the school, the WPCPC should ensure that input & feedback from teachers, administrators & students be sought out throughout the process.

Technical and Expert Advisors:

- a) Town of Truro staff and departments will serve as technical advisors to the WPCPC, as needed and requested by the participants. These may include the Town Manager's office, Planning, Public Works, Health, Conservation, Public Safety, and others. Technical advisors will help members and the public understand 1) the existing site conditions, including topography, environmental conditions, zoning, and structural engineering 2) the planning, legal, regulatory, financial, economic, and natural resource implications of options being explored for use of the property, and 3) any other information needs requested by the WPCPC within the expertise of town staff.
- b) To the extent the WPCPC determines a need for information outside of the available or acceptable expertise of town staff, they can request it. If funding for such advice is needed, the WPCPC can request support from the Select Board to enlist additional expertise.

Decision Making

- a) The WPCPC, to the extent possible, will ***operate by consensus***, which is defined as unanimous concurrence of the primary members, or in the absence of a primary, his or her alternate. Members may also "abstain," or stand aside. Abstaining means not offering

consent or endorsement, but also not blocking an agreement. Abstaining members will not be counted in determining if consensus has been reached.

- b) If a member disagrees with a proposal, he or she must make every effort to ***offer an alternative satisfactory to all members***. Members should not block or withhold consensus unless they have serious objections to the proposal and can articulate the reasons for those objections. Consent means that members can accept, even if reluctantly, the package that emerges. The goal of the WPCPC is to reach consensus, recognizing that not all members will be equally satisfied with the outcome.
- c) If there are issues or topics where consensus cannot be reached, the final plan will include the majority view, with clear identification of areas where there was no consensus, explain the members' differences clearly, accurately, and fairly, and include alternative approaches suggested by dissenting members.
- d) Liaisons will participate actively in the deliberations, explain and advocate based on their knowledge and expertise, seek creative solutions, participate in drafting alternatives and other written documents, as needed, and provide background information. However, they will not take part in the final consensus on recommendations.

WPCPC Meetings

- a) All WPCPC meetings will be conducted in accordance with Massachusetts Open Meeting Law, and WPCPC members will be required to participate in training on Open Meeting Law requirements. They will be open to the public and posted in advance according to Town procedures. Discussion at the meetings will be conducted primarily by members of the WPCPC. There will be a public comment period at least once during each meeting. Time allowed for public comment will be limited to ensure that other meeting topics can be covered.
- b) In order to achieve its objectives in the allotted time, the facilitators and WPCPC members may communicate between meetings to follow up and update on action items, use internet polling, email, and other technology to collect and disseminate information and input, and otherwise move the process forward, within the constraints of Open Meeting Law. In order to conform to Open Meeting Law, no deliberation, decisions, or agreements will be made outside of WPCPC meetings.
- c) Materials relevant to the meeting agenda will be provided in compliance with Open Meeting Law, which requires notice of meetings at least 48 hours in advance, containing the date, time, and location of the meeting and listing all topics that the chair reasonably anticipates will be discussed. Meeting minutes of WPCPC meetings will be prepared by the facilitators in compliance with Open Meeting Law and Public Records Law requirements, including:
 - the date, time and place of the meeting;

- the members present or absent;
- the decisions made and actions taken, including a record of all votes;
- a summary of the discussions on each subject;
- a list of all documents and exhibits used at the meeting; and

After review and approval by the members, meeting minutes will be corrected and made available to the public. The minutes will identify key points of discussion, action items, points of tentative agreement and next steps, and will generally be written without attribution.

- d) In order to develop shared understanding and experience of the Walsh property, members will participate in tours and field trips to all parts of the site, as needed, throughout the process.

Public Outreach and Engagement:

- a) A core task of the WPCPC will be to outreach to, engage, and synthesize public perspectives and viewpoints on all aspects of the plan. Accordingly, the WPCPC will convene a series of public meetings and engagement opportunities throughout its process. This might include leading public tours of the Walsh property, convening public forums to elicit ideas, share information, and evaluate options, and presentations or targeted outreach to particular groups or community events to ensure the full range of community members are invited and empowered to participate in the process. The initial work plan offers suggestions for sequencing these activities within WPCPC deliberations – this plan will be refined by the WPCPC throughout the process.
- b) The town will engage in outreach to the community to inform them about the Community Process, including investing in significant outreach to highlight the opportunity to apply to serve on the WPCPC, as well as opportunities to participate in public meetings throughout the process. Outreach strategies should include email blasts, social media postings, postcards to town households, among other tools – WPCPC members will help expand and refine the public engagement and outreach strategy throughout the process.
- c) To the extent possible, WPCPC meetings will be filmed and televised by Government TV and footage will be made available to the public subsequent to each meeting. Live streaming options will be considered.
- d) The town will post all meeting materials on a designated webpage, to allow clear and easy citizen access. Agendas will be posted in advance, meeting materials as soon as possible, and summaries once they are approved. Interested residents can also opt into an email listserve to receive materials directly via email. Updates will also be provided at Select Board meetings.

Safeguards and Ground Rules for Participation

- a) Participants will commit to the principles of decency, civility, and tolerance. Each person will be respectful, and refrain from making personal attacks, name calling, distributing personal or inaccurate information about other participants, and other such negative behaviors.
- b) Participants will not attribute statements to others involved, seek to present or represent the views or position of other members or alternates, nor attempt to speak on behalf of the group as a whole in or to the media. “Media” for these purposes includes the press, television, radio, websites, blogs, social media applications or sites, and any other public information distribution mechanism. WPCPC members will abide by these ground rules in all communications during the process in and out of WPCPC meetings.
- c) Members on the WPCPC also agree to the following.
 - Speak to the interests and concerns they are helping to represent as accurately and thoroughly as possible, and work to ensure that any recommendations developed by the group meet the needs of the town as a whole.
 - Arrive at the meetings prepared to discuss the issues on the agenda, having reviewed the documents distributed in advance.
 - Be constructive and maintain an open mind. Strive throughout the process to bridge gaps in understanding, to seek resolution of differences, and to pursue the goal of achieving consensus on the content of the potential alternatives under discussion.
 - Only one person will speak at a time and no one will interrupt when another person is speaking.
 - Each person will make every effort to stay on track with the agenda and avoid grandstanding and digressions.
 - Make a good faith effort to participate in all scheduled meetings or activities.

Facilitation:

- a) The Town of Truro should enlist support from a neutral, external facilitation team. Facilitators should be responsible for helping to ensure that the process runs smoothly, developing draft meeting agendas, preparing and distributing draft and final summaries, generating draft agreements, and helping the parties resolve their differences and achieve

consensus, to the extent possible, on the issues to be addressed by the WPCPC. They may use any number of techniques to help ensure that everyone has the opportunity to speak, that comments are kept to a reasonable length of time, and that subjects under discussion are provided sufficient time and focus for progress. The facilitator should be responsible for implementing the agenda and keeping participants on track.

- b) The facilitators should have no stake in the outcomes of the process. Neutral facilitators have no decision-making authority and cannot impose any solution, settlement, or agreement among any or all of the parties. They should abide by the Ethical Standards of the Association of Conflict Resolution. In part, these standards require that: “The neutral must maintain impartiality toward all parties. Impartiality means freedom from favoritism or bias either by word or by action and a commitment to serve all parties as opposed to a single party.”
- c) For purposes of complying with Open Meeting Law, the WPCPC may designate one or more Chairs.
- d) The facilitators will be available to consult confidentially with participants during or between meetings. Facilitators, if asked, are required to hold confidences even if that means withholding information that the facilitators would prefer to be made available to the full group.

Initial Draft Workplan:

- a) The WPCPC will aim to meet monthly (or bi-monthly) at dates and times to be determined by the group, as well as at other dates and times as needed. Public meetings or tours may require more time or may take place during the day.
- b) Workshops, public forums, and informational meetings to broader constituencies will also be scheduled in coordination with WPCPC members.
- c) Actual dates and schedule will be determined and revised by the WPCPC. For illustrative purposes, a potential schedule might look as follows:

WPCPC Meeting One: Convening

- Meet group members, the project team, and liaisons
- Committee Organization
- Initiate and refine WPCPC process and operating protocols
- Present overview of existing site information
- Identify initial outcome goals and success criteria
- Identify additional information data needs

WPCPC Site Visit: Group Tour

- Group tour to view and understand Walsh property

WPCPC Meetings Two (or more as needed)

- Debrief Site Visit
- Prepare agenda and methodology for a Public Visioning workshop
- Review additional data collected, discuss impacts

Public Visioning Workshop

- WPCPC/Public tour(s) of site pre-meeting
- Present existing site information
- Elicit range of public interests and priorities for the site
- Refine the set of success criteria for evaluating options and alternatives for planning for the site

WPCPC Meetings Three-Six (or more as needed)

- Review/synthesize information gathered from visioning session
- Review additional data collected, discuss impacts
- Brainstorm, Explore, and Evaluate range of options for site plan
- Develop a set of option packages for the site

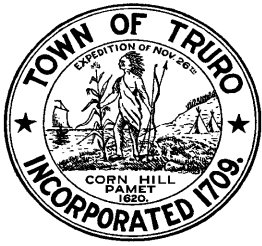
Public Evaluation Workshop

- WPCPC/Public tour(s) of site pre-meeting
- Present additional data
- Public evaluation and refining of options packages

WPCPC meeting Seven (more as needed)

- Refine outcomes from Public Evaluation
- Identify and refine top package(s)

Refine as needed



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Darrin Tangeman, Town Manager

REQUESTED MEETING DATE: May 11, 2021

ITEM: Multi-Member Bodies Consolidation/ Dissolution

EXPLANATION: In an effort to find ways for the Town of Truro to operate efficiently, for multi-member bodies to be most effective, and to address continuing challenges of volunteer recruitment and engagement, the Board held a Work Session on April 29, 2021 to discuss the consolidation of multi-member bodies and relevant issues. At that Work Session, the Board identified the following defunct multi-member bodies to dissolve:

- Part Time Resident Advisory Committee—This Committee last met in October 2018. Presently four of the seven memberships on the Committee are listed as “vacant.” The remaining three memberships expire June 30, 2021. It is recommended to dissolve this Committee.
- Herring River Restoration Committee—Prior to the most recent Memorandum of Understanding, this Committee included members from Truro and Wellfleet. Truro’s representatives include Susan Areson, Robert Weinstein and Rae Ann Palmer. This Committee no longer meets in light of the newest Memorandum of Understanding so it is recommended that this Committee is no longer listed as a Town of Truro multi-member body.
- Smart/PAYT Ad-Hoc Committee—This Committee was identified as an Ad Hoc Committee and per Truro Town Charter 6-4-4, the Committee’s appointment should not exceed two years, unless reappointed for an additional one-year period. Presently only the Board of Health Representative is listed as a member. It is recommended that this Committee no longer be listed as a Town of Truro multi-member body.

6-4-4 The Town Meeting or the Board of Selectmen may from time to time establish other multi-member bodies for particular purposes. The appointment of ad hoc committees by the Board of Selectmen shall be made only for specific and immediate purposes, and any such committee shall be appointed for a definite period of time, **not to exceed two years**. Should the particular purpose for which an ad hoc committee was created not be resolved at the expiration of the two-year appointment, such committee may be reappointed for an additional one-year period.

FINANCIAL SOURCE (IF APPLICABLE): N/A

SUGGESTED ACTION: *Motion to dissolve and remove from the list of Town of Truro Multi-Member Bodies the Part Time Resident Advisory Committee, the Herring River Restoration Committee, and the Smart/ Pay As You Throw Ad Hoc Committee effective immediately.*

ATTACHMENTS:

None



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Darrin Tangeman, Town Manager

REQUESTED MEETING DATE: May 11, 2021

ITEM: Vote to Advertise Vacancies and Approve an Ad Hoc Charge for the Economic Development Committee with a Term of One Year

EXPLANATION: Staff obtained a grant of District Technical and Local Assistance Funds to create an Economic Development Plan that would accompany the Local Comprehensive Plan. Citizen feedback and assistance in the development of this Plan will be imperative, and as such, it is recommended to re-establish the five-person Economic Development Committee as a one-year ad hoc committee in accordance with Town Charter 6-4-4.

6-4-4 The Town Meeting or the Board of Selectmen may from time to time establish other multi-member bodies for particular purposes. The appointment of ad hoc committees by the Board of Selectmen shall be made only for specific and immediate purposes, and any such committee shall be appointed for a definite period of time, **not to exceed two years**. Should the particular purpose for which an ad hoc committee was created not be resolved at the expiration of the two-year appointment, such committee may be reappointed for an additional one-year period.

Revisions to the Committee's charge are attached for review, discussion, and vote.

If approved by the Board, vacancies will be advertised.

FINANCIAL SOURCE (IF APPLICABLE): DLTA Funds available to assist with the Committee's work in developing the Economic Development Plan

SUGGESTED ACTION: *Motion to approve the revised ad hoc Economic Development Committee charge and to advertise the vacancies for the Economic Development Committee.*

ATTACHMENTS:

1. Economic Development Committee- Current Charge
2. Economic Development Committee- Revised Charge

TOWN OF TRURO

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

Date: November 16, 2010, revised February 7, 2012

From: Board of Selectmen

To: Economic Development Committee

In an effort to assist the citizens of the Town of Truro with initiatives to create new and sustain existing jobs and economic development opportunities, the Truro Board of Selectmen hereby establishes an Economic Development Committee in accordance with the Truro Town Charter, Chapter 6-4-4, with the following Charge:

ECONOMIC DEVELOPMENT COMMITTEE

The Committee shall:

- Assist and support existing local businesses with the changing needs of the Town and the people of Truro
- Assist businesses with grant funding and other creative ways of sustaining and increasing their businesses
- Work with the Selectmen and other Town Boards and Committees on issues pertinent to businesses including but not limited to: signage, hours, zoning, etc.
- Encourage new businesses
- Promote a positive environment for the working community in Truro for both the business owners and their employees.

Committee Organization: The Committee shall be comprised of five (5) regular members and one alternate member to be made up of existing business men and women who work and/or reside within the Town of Truro. There shall be a Selectmen liaison to the Committee and the Assistant Town Administrator/Planner shall serve as staff liaison. The Committee will work closely with all businesses within Truro, the Truro Chamber of Commerce, the Lower Cape Community Development Partnership and the regulatory Boards and Committees.

Curtis Hartman, Chairman

Gary Palmer, Vice-Chair

Jan Worthington, Clerk

Board of Selectmen
Town of Truro

TOWN OF TRURO

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

Date: November 16, 2010, revised February 7, 2012, May 11, 2021

From: Select Board

To: Economic Development Committee (Ad Hoc)

In an effort to assist the citizens of the Town of Truro with initiatives to create new and sustain existing jobs and economic development opportunities, the Truro Select Board hereby establishes an Ad Hoc Economic Development Committee in accordance with the Truro Town Charter, Chapter 6-4-4, with the following Charge:

ECONOMIC DEVELOPMENT COMMITTEE

The Committee shall:

- Develop an Economic Development Plan for the Town of Truro;
- Assist and support existing local businesses with the changing needs of the Town and the people of Truro;
- Identify grant opportunities and other creative ways of sustaining and increasing local business;
- Work with the Select Board, the Local Comprehensive Plan Committee and other Town Boards and Committees on issues pertinent to businesses including but not limited to: signage, hours, zoning, etc.;
- Identify strategies to encourage new businesses; and
- Promote a positive environment for the working community in Truro for both the business owners and their employees.

Committee Organization: The Committee shall be comprised of five (5) regular members to include existing businesspeople who work and/or reside within the Town of Truro. There shall be a Select Board liaison to the Committee and Town Manager- appointed staff liaison. The Committee will work closely with all businesses within Truro, the Truro Chamber of Commerce, other relevant community agencies and relevant regulatory Boards and Committees.

Committee Appointment: The appointments for the ad hoc Economic Development Committee shall expire on June 30, 2022 or at such time that the Committee's charge is completed, whichever occurs first, and the Committee shall be dissolved, unless the Select Board votes favorably to extend the appointment period for an additional one-year period.

Robert Weinstein, Chair

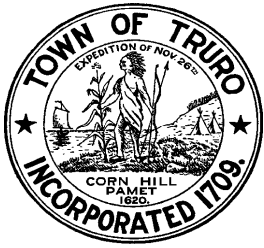
Kristen Reed, Vice-Chair

Susan Areson, Clerk

Jan Worthington

Stephanie Rein
Select Board

DRAFT



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Darrin Tangeman, Town Manager

REQUESTED MEETING DATE: May 11, 2021

ITEM: Authorize the Town Manager to Approve and Sign Housing Rehab

EXPLANATION: Throughout the COVID-19 State of Emergency, the Truro Select Board has approved Housing Rehabilitation Subordination loan requests on the Consent Agenda, as current protocols prevent the Community Development Partnership Executive Director from signing off on these loan requests. After approval at a Select Board meeting, the Board members must then each come in to provide a wet ink signature. As Truro is the lead community for the Community Development Block Grant program, this responsibility falls to the Truro Select Board, and with low interest rates, these requests have become more regular.

To make the process more efficient, Alice Boyd of Bailey Boyd Associates, Inc. has advised that the Select Board can vote to authorize Town Manager Tangeman to sign off on the subordinations provided that each Board member also sign a Limited Power of Attorney (witnessed by the Town Clerk) for the purpose of signing subordinations only. Town Counsel provided the appropriate Limited Power of Attorney (attached) and provided an appropriate motion for this process.

Once COVID-19 restrictions subside, the CDP Executive Director will once again sign off on these loan requests.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The Select Board will need to approve and come in to sign each Housing Rehab loan in order for the requester to be able to refinance.

SUGGESTED ACTION: *Move that the Select Board execute a limited power of attorney to authorize Town Manager Tangeman to sign Community Development Block Grant loan subordinations on behalf of the Select Board until such time that the CDP Executive Director can resume signatory responsibilities.*

ATTACHMENTS:

1. Limited Power of Attorney for Subordination Loans

Limited Power of Attorney

We, Robert Weinstein, Kristen Reed, Susan Areson, Janet W. Worthington and Stephanie Rein, being the duly elected members of the Select Board of the Town of Truro, hereby appoint Darrin Tangeman, Town Manager of the Town of Truro, our true and lawful attorney in fact (our “Attorney”), for us and in our names to do all things necessary or convenient to subordinate mortgages to the Town of Truro with reference to CDBG housing rehabilitation program loans, including without limitation, the right to execute, acknowledge and deliver, subordination instruments and/or any other documents that may be reasonably required to subordinate said mortgages.

This Power of Attorney shall not be affected by the subsequent disability or incapacity of any of the undersigned and shall remain in full force until revoked by us in writing, and as to any person who acts in reliance hereon, until he/she/it shall have actual notice of revocation.

[Signature Page Follows]

Executed as a sealed instrument this _____ day of _____, 2021.

TOWN OF TRURO,
By its Select Board

Robert Weinstein, Chair

Kristen Reed, Vice-Chair

Susan Areson, Clerk

Janet W. Worthington

Stephanie Rein

COMMONWEALTH OF MASSACHUSETTS

Barnstable, ss.

On this _____ day of _____, 2021, before me, the undersigned Notary Public, personally appeared _____, member(s) of the Select Board of the Town of Truro, who proved to me through satisfactory evidence of identification, which was _____, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she/they signed it voluntarily for its stated purpose on behalf of said Select Board of the Town of Truro.

Notary Public
My Commission Expires:



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

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

7. **CONSENT AGENDA**

A. Review/Approve and Authorize Signature:

1. *Weekday and Sunday Entertainment License and Applications-Payomet Theater*
2. *One Day Sunday Entertainment License and Application-Captain's Choice*

B. Review and Approve 2021 Business Licenses: Hillside Farmstand – Transient Vendor License

C. Review and Approve Terra Luna Restaurant Temporary Use of Outdoor Area

D. Review and Approve Temporary Revised Alcohol License Terra Luna Restaurant

E. Review and Approve Appointment Renewals: Zoning Board of Appeals-Heidi Townsend, and Darrell Shedd

F. Review and Approve Select Board Minutes: March 9, 2021 and April 13, 2021

8. Select Board Reports/Comments

9. Town Manager Report

10. Next Meeting Agenda:



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Licensing Department

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: May 11, 2021

ITEM: Approval of Drive-In Events for Payomet Performing Arts for Season 2021

EXPLANATION: MGL Chapter 140 § 181 provides local authority to license performance events. Payomet Performing Arts has submitted an Entertainment License application for their 2021 Season, with a Commonwealth of Massachusetts License for Public Entertainment on Sunday. Performances will commence weekdays starting May 22nd through October 31, 2021, including Sunday dates of May 30, 2021, then June 6, 2021 through October 31, 2021 from 4:00pm-9:00pm.

The Entertainment application was reviewed with proper thoroughness for safety and security and approved by the Chief of Police and the Health Agent.

The ballfield (35K sqft of space) will be used for lawn seating and vehicle drive-in seating for outdoor performances. Payomet also hopes to use the tent this year. Events in 2020 were well organized, rules were followed and there was plenty of space to allow for social distancing.

IMPACT IF NOT APPROVED: Performances will not continue for Payomet Performing Arts Center at 29 Old Dewline Rd (Highland Center) in Truro.

SUGGESTED ACTION: *MOTION TO approve the drive-in Weekday Entertainment License and Sunday Entertainment License for Payomet Performing Arts Charitable Trust for the 2021 Season and the Commonwealth of Massachusetts License for Public Entertainment on Sunday and to Authorize the Chair to electronically sign the applications and the Board to electronically sign the licenses.*

ATTACHMENTS:

1. 2021 Entertainment Application and Sunday State Entertainment Application



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

RCUD 2021 APR 21 09:34:3
ADMINISTRATIVE OFFICE

TOWN OF TRURO

Application for an Entertainment License



Weekday



Saturday



*Sunday

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

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

BUSINESS/ORGANIZATION INFORMATION

KEVIN RICE for PAMMET INC. 460 Baymont Performing Arts Center
Name of Applicant Business Organization Name

P.O. Box 1202 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

KEVIN RICE

Contact Person

Phone Number

Email

INDIVIDUAL APPLICANT INFORMATION

Individual's Name

Mailing Address

Phone Number

Email Address

EVENT INFORMATION

5/22/2021 - 10/31/2021

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

Entertainment

Purpose of Event (example: fundraiser)

Hours of Event (from - to)

10am - 11pm (mostly 4pm - 9pm)

29 Old Dawline Rd No. Truro MA 02652

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

Event is: ☐ Indoor ☒ Outdoor Event

(Please check applicable box)

Dept. of Interior, Nat'l Park Service

Property Owner Name and Address

Phone number

Seating Capacity: 300 +

Occupancy Number:

Name of Caterer (if applicable)

Approximate number of people attending 150-200

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) _____

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

Date

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

Office Use Only

☐ Fee \$50.00

APPROVAL

License No. _____

Select Board

Meeting Date

Police Department

Date

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



TOWN OF TRURO
Licensing Department
PO Box 2030, Truro, MA 02666
PH: 508-349-7004, Ext. 110 or 124 Fax: 508-349-5505
Email: ntudor@truro-ma.gov or nscoullar@truro-ma.gov

RCVD 2021APR22 9M1116

ADMINISTRATIVE OFFICE

TOWN OF TRURO

Application for an Entertainment License

☐ Weekday ☐ Saturday ☒ Sunday

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

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

BUSINESS/ORGANIZATION INFORMATION

PAYOMET, INC. dba Payomet Performing Arts Center

Name of Applicant

Business Organization Name

P.O. BOX 1202 TRURO MA 02666

Mailing Address of Business/Organization

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

☒ Yes

☐ No

If Non-profit status must accompany this application

KEVIN RICE

Contact Person

Phone Number

Email

INDIVIDUAL APPLICANT INFORMATION

Individual's Name

Mailing Address

Phone Number

Email Address

EVENT INFORMATION

Sundays May 30, 2021 through Oct 31, 2021

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

Purpose of Event (example: fundraiser)

Hours of Event (from - to)

12 - 9pm.

PAYOMET, 29 Old Dewline Rd. No. Truro MA 02662

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

Event is: ☐ Indoor ☒ Outdoor Event

(Please check applicable box)

Dept. of Interior, National Park Service

Property Owner Name and Address

Phone number 508-255-3421

Seating Capacity: 300 ±

Occupancy Number: N/A

Name of Caterer (if applicable)

Approximate number of people attending 200-300

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) _____

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

Date

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

Office Use Only

☐ Fee \$50.00

APPROVAL

License No. _____

Select Board

Meeting Date

Police Department

Date

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

THE COMMONWEALTH OF MASSACHUSETTS

State Fee, \$ 5.00 per event

Municipal Fee, \$ Non-Profit Rate:

50% off first date-\$25.00

75% off remaining dates-\$12.50

Town OF Truro

LICENSE

For

PUBLIC ENTERTAINMENT ON SUNDAY

The Name of the Establishment is PAYOMET, INC. 662 PAYOMET PERFORMING ARTS CENTER or on the property at No.

29 Old Dewline Rd North Truro, MA 02652 (address)

The Licensee or Authorized representative, KEVIN RICE, Executive Artistic Director in

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

DATE	TIME	Proposed dancing or game, sport, fair, exposition, play, entertainment or public diversion
5/30/21	4-9pm	The Garcia Project, music concert
6/6/21	AND	every Sunday, shows not confirmed as of 4/22/2021
through		
10/31/21		

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

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

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

Do not write in this box

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

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

PAYOMET

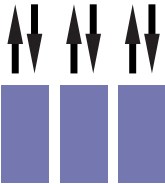
PERFORMING ARTS CENTER

BALLFIELD LIVE

Parking for
Lawn Sitters/
Staff/Volunteers



Old Dewline Road // Parking

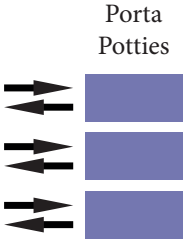


Porta
Potties

PODS

STAGE

FRONT LAWN SEATING



Porta
Potties

PODS

LAWN SEATING

PODS/
CARS

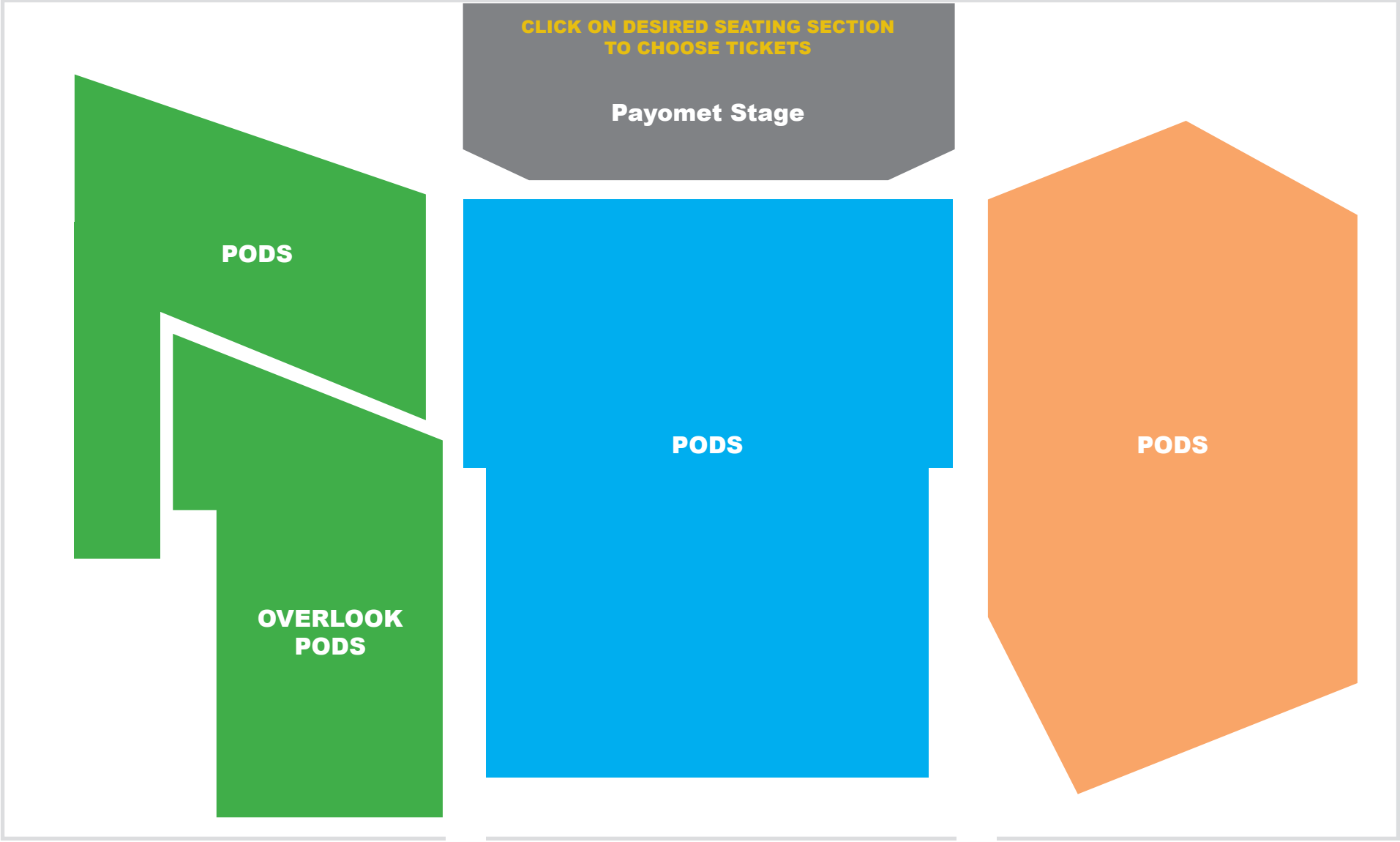


LAWN / DRIVE-IN SEATING

PODS/
CARS



LAWN / DRIVE-IN SEATING



West

Entrance

East



The Commonwealth of Massachusetts
Secretary of the Commonwealth
State House, Boston, Massachusetts 02133

William Francis Galvin
Secretary of the
Commonwealth

Date: January 27, 2021

To Whom It May Concern :

I hereby certify that according to the records of this office,
PAYOMET, INC.

is a domestic corporation organized on **May 20, 2015**

I further certify that there are no proceedings presently pending under the Massachusetts General Laws Chapter 180 section 26 A, for revocation of the charter of said corporation; that the State Secretary has not received notice of dissolution of the corporation pursuant to Massachusetts General Laws, Chapter 180, Section 11, 11A, or 11B; that said corporation has filed all annual reports, and paid all fees with respect to such reports, and so far as appears of record said corporation has legal existence and is in good standing with this office.



In testimony of which,
I have hereunto affixed the
Great Seal of the Commonwealth
on the date first above written.

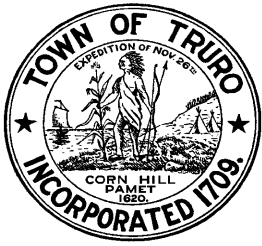
William Francis Galvin

Secretary of the Commonwealth

Certificate Number: 21011037960

Verify this Certificate at: <http://corp.sec.state.ma.us/CorpWeb/Certificates/Verify.aspx>

Processed by: mas



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: May 11, 2021

ITEM: Approval of Sunday One Day Entertainment Licenses for Captain's Choice Restaurant at 4 Highland Rd

EXPLANATION: MGL Chapter 140 § 181 provides local authority to license these events. The One Day Sunday Entertainment Application for review and approval are for the following Sundays: 7/4/2021, 8/1/2021, 8/22/2021 and 9/5/2021 from 3-5pm to be held at Captain's Choice restaurant, at 4 Highland Road. The entertainment requested is for a live band. The application has been reviewed by both the Health Agent and the Chief of Police.

The completed Public Entertainment on a Sunday, State application is included, as there is a requirement to apply to the State through the Department of Public Safety with the noted time, date and type of entertainment for any Sunday entertainment held within the Commonwealth.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Captain's Choice will not be able to hold their event with entertainment.

SUGGESTED ACTION: *MOTION TO approve the Sunday One Day Entertainment Licenses for Captain's Choice for Sundays 7/4/2021, 8/1/2021, 8/22/2021 and 9/5/2021 from 3-5pm at 4 Highland Road and Authorize the Chair to sign the applications.*

ATTACHMENTS:

1. One Day Entertainment Application and Public Entertainment on a Sunday State application approved by Chief of Police



TOWN OF TRURO

Licensing Department

PO Box 2030, Truro, MA 02666

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

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

RCVD 2021MAY4 AM8:09

Application for an Entertainment License

☐ Weekday ☐ Saturday ☒ Sunday

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

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

BUSINESS/ORGANIZATION INFORMATION

Kristi Wageman

Name of Applicant

Captain's Choice

Business Organization Name

4 Highland Rd. N. Truro

Mailing Address of Business/Organization

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

☐ Yes

☒ No

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

Kristi Wageman 508-487-5800

Contact Person

Phone Number

INDIVIDUAL APPLICANT INFORMATION

Kristi Wageman

Individual's Name

Box 1072 N. Truro

Mailing Address

[Redacted]

Phone Number

Same

Email Address

EVENT INFORMATION

7/4, 8/1, 8/22, 9/5

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

Summer music

Purpose of Event (example: fundraiser)

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

Captain's Choice 4 Highland

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

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

Chris King

Property Owner Name and Address

508-237-1512

Phone number

Seating Capacity: 40

Occupancy Number: 84

Name of Caterer (if applicable)

Approximate number of people attending

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

Will an admission fee be collected? ☐ Yes ☒ No

Will there be a One Day Alcohol License ☐ Yes ☒ No

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

Will there be Police Traffic Control? ☐ Yes ☒ No

ENTERTAINMENT INFORMATION

Type of Entertainment: Please check the appropriate boxes.

Dancing: ☐ By Patron ☐ By Entertainers ☒ No Dancing

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

Number of Musicians & Instruments (Type) 1-5 vocal, guitar, drums
Amplified System: ☒ Yes ☐ No

Shows: ☐ Theater ☐ Movies ☐ Floor Show ☐ Light Show
☒ No Show

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

Applicant's Signature

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

Kristi A. Wagon
Signature

5.3.21
Date

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

Office Use Only

☐ Fee \$50.00

APPROVAL

License No. _____

Select Board _____ Meeting Date _____

Police Department _____ Date _____

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

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) 1-5 vocal, guitar, drums

Amplified System: ☒ Yes ☐ No

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

☒ No Show

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

Applicant's Signature

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

Kristi A. Wagon
Signature

5.3.21
Date

- A valid entertainment license must be on the premises before the entertainment is commenced.
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- Sunday entertainment must be specifically requested and addressed in the permitting process, under MGL 136.
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- A copy of the required Fire Safety Inspection Certificate of the facility must be provided, if applicable.
- The Local Licensing Authority may impose restrictions and/or conditions.

Office Use Only

☐ Fee \$50.00

APPROVAL

License No. _____

Select Board _____ Meeting Date _____

Police Department [Signature] Date 5/5/2021

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

THE COMMONWEALTH OF MASSACHUSETTS

State Fee, \$ \$5.00 per event
Municipal Fee, \$ \$50.00 per event

Town OF Truro



LICENSE

For

PUBLIC ENTERTAINMENT ON SUNDAY

The Name of the Establishment is Captain's Choice in or on the property at No.

4 Highland Rd. N. Truro MA 02652 (address)

The Licensee or Authorized representative Kristi Wageman in

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

DATE	TIME	Proposed dancing or game, sport, fair, exposition, play, entertainment or public diversion
7/4	3-5	live band
9/5	3-5	live band
8/22	3-5	live band
8/1	3-5	live band

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

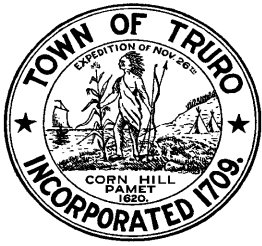
Fees per occurrence (Individual Sunday(s)): Regular Hours (Sunday 1:00pm - Midnight): \$2.00 Special Hours (Sunday 12:00 am- Midnight): \$5.00. Annual Fee (For Operating on every Sunday in calendar year): Regular Hours (Sunday 1:00pm - Midnight): \$50.00 Special Hours (Sunday 12:00 am- Midnight): \$100.00

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

Do not write in this box

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

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



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: May 11, 2021

ITEM: Approval of 2021 Seasonal License Renewals: Hillside Farmstand, 300 Route 6

EXPLANATION: There is one 2021 seasonal license renewal application and supporting documentation for review and approval by the Select Board as the Local Licensing Authority. There were no reported issues with this establishment in 2020.

The Health Department License review and issuance is as follows:

- Hillside Farmstand-May 6, 2021

If approved for renewal, the license will be issued only upon compliance with all regulations and upon receipt of the necessary documents and fees.

Mass General Law	Licenses & Permits Issued by Select Board	Names of Businesses
Chapter 101 §2	Transient Vendor	Hillside Farmstand

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

SUGGESTED ACTION: MOTION TO *approve a 2021 Seasonal Transient Vendor License for Hillside Farmstand upon compliance with all regulations and receipt of the necessary documents and fees.*

ATTACHMENTS:

1. Renewal Application for 2021: Hillside Farmstand

Number 2021-093

Fee \$75.00

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

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

Samantha Perry, mgr., d/b/a Hillside Farmstand

Whose place of business is **300 Route 6**

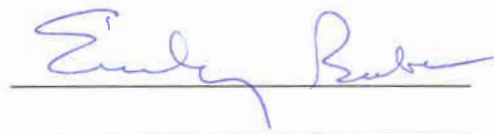
Type of business and any restrictions **Farmstand**

To operate a food establishment in **Truro**
(City or Town)

Permit Expires: **December 31, 2021**

Date Issued:

May 6, 2021

A handwritten signature in blue ink, appearing to read "Emily Rubin", is written over a horizontal line.

Truro Board of Health Agent

No food prep
or water used
per
Samantha

The Truro Board of Health requires the following conditions be met when an establishment has its own source of ground or surface water but does not use the water for the preparation of food served to the public:

1. Only bottled water may be used in the preparation of food.

Bottled water may be used for cleaning and sanitizing under the following guidelines:

- a. All food contact surfaces must be washed and sanitized:
 - i. after each use.
 - ii. when you begin working with another type of food
 - iii. any time the tools and items you have been working with may have been contaminated.
 - iv. at four hour intervals if the items are in constant use.
- b. Mild alkaline detergents may be used to remove freshly soiled equipment and utensils.
- c. Food contact surfaces must be cleaned and rinsed before they can be effectively sanitized. (Chemical sanitizers are most effective at temperatures of 75-100 degrees F. Solutions at the lower ranges last longer).

3. Manual cleaning and sanitizing procedures:

Set up a three-compartment sink. All sinks should have thermometers. (a) Flush, scrape or soak items before washing. (b) Wash items in a detergent solution at least 110 degrees F. (c) Rinse in a second compartment of clear water at 120 degrees F. (d) Sanitize in the third compartment by submerging items in hot water at 170 degrees F or a chemical sanitizing solution at least 75 degrees F., or follow the manufacturer's instructions. (e) Air dry all items.

4. The preceding temperatures and procedures must be used as well for all clean-in-place equipment. The Board will consider for approval any proposed procedure which will have the same results as those specified.

5. Businesses having private wells who are licensed by the Town of Truro and serving food to the public must comply with the following water sampling schedule:

January 1 - March 31
April 1 - June 30
July 1 - September 30
October 1 - December 31

Routine*
Routine*
Routine and VOC**
Routine*

*Routine analysis should include Coliform bacteria, PH, Conductance, Nitrate-N/Nitrite-N, Sodium, Iron and Manganese. **Volatile Organic Compounds

6. All water samples must be conducted by a certified water operator, with reports submitted to the Board of Health. Also, a copy of a contract with a bottled water supplier must be submitted to the Truro Board of Health before a license will be issued.

Article 8 Enforcement and Penalties

The Board shall have the authority to enforce these regulations and permits issued thereunder via all procedures forth in Section I of these regulations. Violations may also be sanctioned by the suspension or revocation of local license and permits allowing operation of the food service establishment.

APR 20 2021

RECEIVED



FS#2021-93

RCVD 2021 APR 20 PM 12:08
ADMINISTRATIVE OFFICE

OF 11

**Town of Truro
Board of Health**

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

PAID

#39614/2021
\$75.00

APPLICATION FOR FOOD SERVICE – COMMON VICTUALER

☐ New ☒ Renewal

Section 1 – License Type

Type of License: ☐ Food Service ☐ Common Victualer

Type of Food Service Establishment:

- ☐ Food Service (restaurant or take out) ☐ Catering
☒ Retail Food (commercially prepared foods) ☐ Manufacturer of Ice Cream/Frozen Dessert
☐ Residential Kitchen ☐ Bakery
☐ Bed & Breakfast w/Continental Breakfast

Section 2 – Business/Owner/Manger Information

Federal Employers Identification Number (FEIN/SS) 46-2224265

Business Name: Hillside Farm stand

Owner Name: Claire A. Perry Email Address: [REDACTED]

Mailing Address: P.O. Box 1016, Truro MA 02666

Phone No: [REDACTED]

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

Name: Samantha Perry Email Address: [REDACTED]

Mailing Address: P.O. Box 228, Truro, MA 02666

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

Section 3 – Business Operation Details

Number of Seats: Inside: Outside: Number of Employees:

Length of Permit: ☐ Annual ☒ Seasonal Operation

Hours of Operation: 9 am To 6 pm or 7pm (July + Aug)

Days Closed Excluding Holidays: None

If Seasonal: Approximate Dates of Operation: 5/15/21 To 10/30/21

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

Allergen Awareness Certification (attach copy):

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

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

Section 4 - Attestation

Attestation

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

Signature of Applicant: Claire A. Perry Date: 4-13-21

Application Checklist:

☒ Food Service Permit Application

☐ Smoke Detector/Fire Protection Certification N/A

☒ Workers Compensation Affidavit/Certificate of Insurance

☐ Copy of Inspection of Kitchen Equipment: Commercial Hood and Ventilation System N/A Report

☐ Copy of Service report of mechanical washing equipment (Dishwasher) N/A

☐ Copy of ServSafe Certification and Allergy Awareness N/A

☐ Copy of Choke Saver (for food service establishment w/seating capacity of 25 or more) N/A

FOR HEALTH DEPARTMENT USE ONLY

Comments: _____

Review by _____

Date _____



RCVD 2021 APR 20 PM 12:08

ADMINISTRATIVE OFFICE
TOWN OF TRURO

TOWN OF TRURO

PO Box 2030, Truro MA 02666

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

\$ PAID
#39614/2021
\$7500

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

Section 1 – License Type & Hours of Operation

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

☐ New ☒ Renewal

FACILITY: # UNITS

☐ Motel _____

☐ Cottage Colony _____

☐ Condominium _____

☐ Campground _____

☐ Lodging _____

☒ Transient Vendor

HOURS OF OPERATION:

☐ Annual ☒ Seasonal

Opening Date: _____

Closing Date: _____

Days of the Week Open: _____

☐ Gas Station (*Please submit your Service Station Compliance Form & Third Part Underground Storage Tank Inspection Report (FP 289))*)

Section 2 – Business Information

Federal Employers Identification Number (FEIN/SS) _____

Claire A. Perry Hillside Farmstand
Print Name of Applicant Business Name

Claire A. Perry
Owner Name

300 Rte. 6 P.O. Box
Street Address of Business Mailing Address of Business

Business Phone Number Business E-Mail Address

Section 3 –MANAGER INFORMATION

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

Name of Onsite Manager:

Name: Samantha Perry Unit Number: _____

Mailing Address: P.O. Box 228

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

Samantha Perry
✓ Manager's Signature (REQUIRED)

Name of Offsite Manager:

Name: _____ Business Name: _____

Business Address: _____

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

Manager's Signature (REQUIRED)

Name of Co- Manager:

Name: _____ Business Name: _____

Business Address: _____

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

Co-Manager's Signature (REQUIRED)

Section 4 – ATTESTATION

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

Claire A. Perry
Signature of Applicant

Claire A. Perry
Print Name

4-13-21
Date

Additional Applications & Documentation

REQUIRED FOR ALL MOTELS, COTTAGE COLONIES, CONDOMINIUMS & CAMPGROUNDS

- ☐ Smoke detector/fire protection certification
- ☐ IF YOU HAVE EMPLOYEES- Workers Compensation Affidavit & Certificate of Insurance
- ☐ IF YOU DO NOT HAVE EMPLOYEES- Workers Compensation Affidavit
- ☐ Business certificate with the clerk's office

ADDITIONAL (SEPARATE) APPLICATIONS THAT MAY PERTAIN TO YOUR OPERATION

- ☐ Application for Pool or Hot Tub Permit
 - ☐ Application to Name a Manager
 - ☐ Entertainment License
 - ☐ Application to sell Tobacco
 - ☐ Application for Food Service Permit
- (rev 9/2017)



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

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

Applicant Information

Please Print Legibly

Business/Organization Name: Hillside Farmstand

Address: 300 Route 6

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

Are you an employer? Check the appropriate box:

1. ☒ I am an employer with 8 employees (full and/or part-time).*
2. ☐ I am a sole proprietor or partnership and have no employees working for me in any capacity. [No workers' comp. insurance required]
3. ☐ We are a corporation and its officers have exercised their right of exemption per c. 152, §1(4), and we have no employees. [No workers' comp. insurance required]**
4. ☐ We are a non-profit organization, staffed by volunteers, with no employees. [No workers' comp. insurance req.]

Business Type (required):

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

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

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

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

Insurance Company Name: Farm Family Casualty Ins. Co.

Insurer's Address: P.O. Box 656, Albany, NY 12201-0656

City/State/Zip: NY NY NY NY NY

Policy # or Self-ins. Lic. # [REDACTED] Expiration Date: 4-18-2022

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

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

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

Signature: Claire A. Perry

Date: 4-13-21

Phone #: [REDACTED]

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

City or Town: _____ Permit/License # _____

Issuing Authority (circle one):

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

Contact Person: _____ Phone #: _____

NOTICE
TO
EMPLOYEES



NOTICE
TO
EMPLOYEES

The Commonwealth of Massachusetts

DEPARTMENT OF INDUSTRIAL ACCIDENTS

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

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

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

Farm Family Casualty Ins. Co.

NAME OF INSURANCE COMPANY

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

ADDRESS OF INSURANCE COMPANY

2001W7496

04-18-2021

POLICY NUMBER

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

EFFECTIVE DATES

508-428-0440

NAME OF INSURANCE AGENT

ADDRESS

CLAIRE A PERRY - 52 Corn Hill

EMPLOYER Truro, MA 02666 ADDRESS

SAMANTHA PERRY

4-18-21

EMPLOYER'S WORKERS' COMPENSATION OFFICER (IF ANY)

DATE

MEDICAL TREATMENT

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

NAME OF HOSPITAL

ADDRESS

TO BE POSTED BY EMPLOYER

2001W7496



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666
Tel: 508-349-7004, Extension: 10 or 24 Fax: 508-349-5505

TAX STATUS REQUEST FOR LICENSING

Date 4/27/2021

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

Owner's Name: Perry

Business Name Hillside Farm Stand

Residential Address 300 Route 6

Map and Parcel 42-186

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

All set.

Molly Stevens
Tax Collector's Signature

4/28/2021
Date



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

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

REQUESTED MEETING DATE: May 11, 2021

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

EXPLANATION: Anthony Pasquale, Owner and Manager of Terra Luna Restaurant, is requesting to use outdoor space at Terra Luna Restaurant, located at 104 Shore Rd for food and all alcohol service per the Town policy regarding temporary outdoor dining areas adopted in accordance with COVID-19 Order No. 35 issued by Gov. Baker on June 1, 2020.

Due to Covid-19 Restrictions, the capacity limit for season 2021, per the request of the owner, will be 22 outside maximum, 32 inside maximum for a total occupancy limit of 54. Staff have reviewed the application.

The temporary revised alcohol license in accordance with the Policy of the Truro Select Board Temporary Outdoor Dining Areas in Accordance with Covid-19 Order No. 35 will list the occupancy limit for indoor, and outdoor seating and the total limit.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED:

Terra Luna restaurant would be limited to indoor occupancy only, resulting in a decreased capacity due to current COVID-19 capacity restrictions.

SUGGESTED ACTION:

1. **MOTION TO** *approve the temporary outdoor dining area request by Anthony Pasquale on behalf of Stostef Inc. dba Terra Luna Restaurant for the use of the outdoor space near the front entrance, side entrance by the kitchen door, and side yard of Terra Luna Restaurant located at 104 Shore Rd for food and all alcohol service per the Town of Truro's policy regarding temporary outdoor dining areas adopted in accordance with COVID-19 Order No. 35 subject to the following condition(s) and submission to the Alcoholic Beverages Control Commission:*

- 1) *Favorable review, as indicated by the process, by Town Staff.*

- 2) *With occupancy of 32 maximum inside, 22 maximum outside, total occupancy limited to 54 people.*
- 3) *The use of outdoor space shall end when the Commonwealth of Massachusetts Covid -19 order No. 35 is rescinded.*
- 4) *No amplified music is permitted in the outside area.*

ATTACHMENTS:

1. 2021 Application for a Temporary Outdoor Dining Area
2. Advisory regarding LLA Approval of Patios
3. Commonwealth of MA Covid -19 No. 35 Section 4
4. Building Certificate of Inspection



Select Board

Town of Truro

24 Town Hall Road
Truro, MA 02666
(508) 349-7004

Application for Temporary Outdoor Dining Areas in Accordance with COVID-19 Order No. 35

RECD 2021 MAR 24 PM 2:25
ADMINISTRATIVE OFFICE
TOWN OF TRURO

BASIC INFORMATION

1. Business name: TERRA LUNA
2. Business address: 104 SHORE RD, N. TRURO 02652
3. Business phone number: 508 487-1019
4. Owner/manager: TONY PASQUALE
5. Owner/manager email address: [REDACTED]
6. 24-hour contact number: [REDACTED]
7. Property Owner: FRED SATERVALE
8. Business hours of operation: 5-10 pm
9. Proposed seating capacity and occupancy: 22 outside 32 inside = 54 total
10. Will you be serving alcohol in the outdoor dining area? ☒ YES ☐ NO

REQUIRED DOCUMENTS

☐ Letter of Permission (if applicable) – If the proposed seating area is not owned by the restaurant, submit a letter of permission from the owner of the proposed seating area indicating permission to use it for outdoor dining.

☐ Letter(s) of Acknowledgement (if applicable) – If other businesses and/or residents share the use of the proposed seating area, submit letter(s) of acknowledgement of this plan from all other users.

☒ Plan – Submit a drawing showing the proposed outdoor dining area, including:

- a. Streets, property lines, and structures on the property;

- b. Parking areas, with total number of spaces;
- c. Locations of curb cuts to the parking lot;
- d. Changes to traffic patterns or parking configurations, including alternate parking (if applicable);
- e. Layout and dimensions of proposed seating area;

Include tables and chairs, host/bussing stations, walkways, and entrances and exits, with labels. Tables must be spaced to keep patrons 6' apart from other diners and high traffic areas (i.e. routes to bathrooms, entrances, etc.). Distancing should be measured from the back of one chair to the back of the chair at the next table. Include table dimensions and the number of seats (max. 6 seats per table). The outdoor dining area and barriers must be accessible and meet ADA and Massachusetts AAB regulations.

- f. Locations and specifications/photos of barriers to enclose the seating area; and
- g. Locations and specifications/photos of any outdoor lighting, overhead coverings, and/or heating devices.

Tents and heaters must be approved by the Building and Fire Departments.


Signature of Applicant

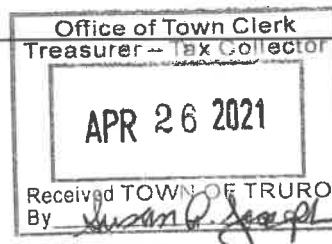
3/21/21
Date

ANTHONY PASQUALE
Print Name

COMPLETED BY TOWN STAFF

Received by Town Clerk:

Approved by:



Building Commissioner

Date: _____

Health Agent



Date: 5/4/2021

Fire Chief

Date: _____

Police Chief

Date: _____

Select Board

Date: _____

- b. Parking areas, with total number of spaces;
- c. Locations of curb cuts to the parking lot;
- d. Changes to traffic patterns or parking configurations, including alternate parking (if applicable);
- e. Layout and dimensions of proposed seating area;
Include tables and chairs, host/bussing stations, walkways, and entrances and exits, with labels. Tables must be spaced to keep patrons 6' apart from other diners and high traffic areas (i.e. routes to bathrooms, entrances, etc.). Distancing should be measured from the back of one chair to the back of the chair at the next table. Include table dimensions and the number of seats (max. 6 seats per table). The outdoor dining area and barriers must be accessible and meet ADA and Massachusetts AAB regulations.
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Tents and heaters must be approved by the Building and Fire Departments.


 Signature of Applicant

3/21/21
 Date

ANTHONY PASQUALE
 Print Name

COMPLETED BY TOWN STAFF

Received by Town Clerk:

Approved by:

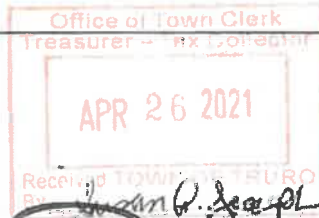
Building Commissioner

Health Agent

Fire Chief

Police Chief

Select Board



Date: 4.27.21

Date: _____

Date: _____

Date: _____

Date: _____

- b. Parking areas, with total number of spaces;
- c. Locations of curb cuts to the parking lot;
- d. Changes to traffic patterns or parking configurations, including alternate parking (if applicable);
- e. Layout and dimensions of proposed seating area;

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Tents and heaters must be approved by the Building and Fire Departments.


 Signature of Applicant

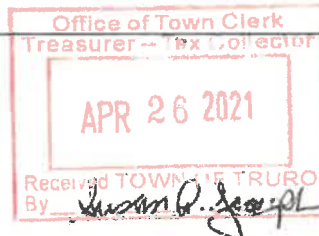
3/21/21
 Date

ANTHONY PASQUALE
 Print Name

COMPLETED BY TOWN STAFF

Received by Town Clerk:

Approved by:



Building Commissioner

Date: _____

Health Agent

Date: _____

Fire Chief

Timothy
Collins

Digitally signed by Timothy Collins
 DN: cn=Timothy Collins, o=Town of
 Truro, ou=Truro Fire Department,
 email=tcollins@truro-ma.gov, c=US
 Date: 2021.04.29 15:07:45 -04'00'

Date: _____

Police Chief

Date: _____

Select Board

Date: _____

- b. Parking areas, with total number of spaces;
- c. Locations of curb cuts to the parking lot;
- d. Changes to traffic patterns or parking configurations, including alternate parking (if applicable);
- e. Layout and dimensions of proposed seating area;
Include tables and chairs, host/bussing stations, walkways, and entrances and exits, with labels. Tables must be spaced to keep patrons 6' apart from other diners and high traffic areas (i.e. routes to bathrooms, entrances, etc.). Distancing should be measured from the back of one chair to the back of the chair at the next table. Include table dimensions and the number of seats (max. 6 seats per table). The outdoor dining area and barriers must be accessible and meet ADA and Massachusetts AAB regulations.
- f. Locations and specifications/photos of barriers to enclose the seating area; and
- g. Locations and specifications/photos of any outdoor lighting, overhead coverings, and/or heating devices.

Tents and heaters must be approved by the Building and Fire Departments.



 Signature of Applicant

3/21/21

 Date

ANTHONY PASQUALE

 Print Name

COMPLETED BY TOWN STAFF

Received by Town Clerk:

Approved by:

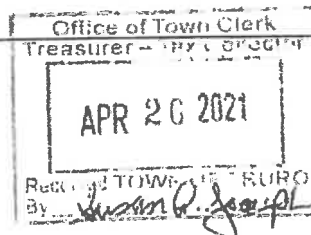
Building Commissioner

Health Agent

Fire Chief

Police Chief

Select Board



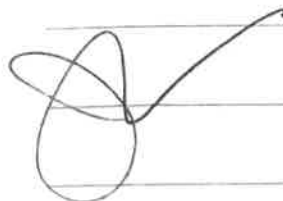
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Date: _____

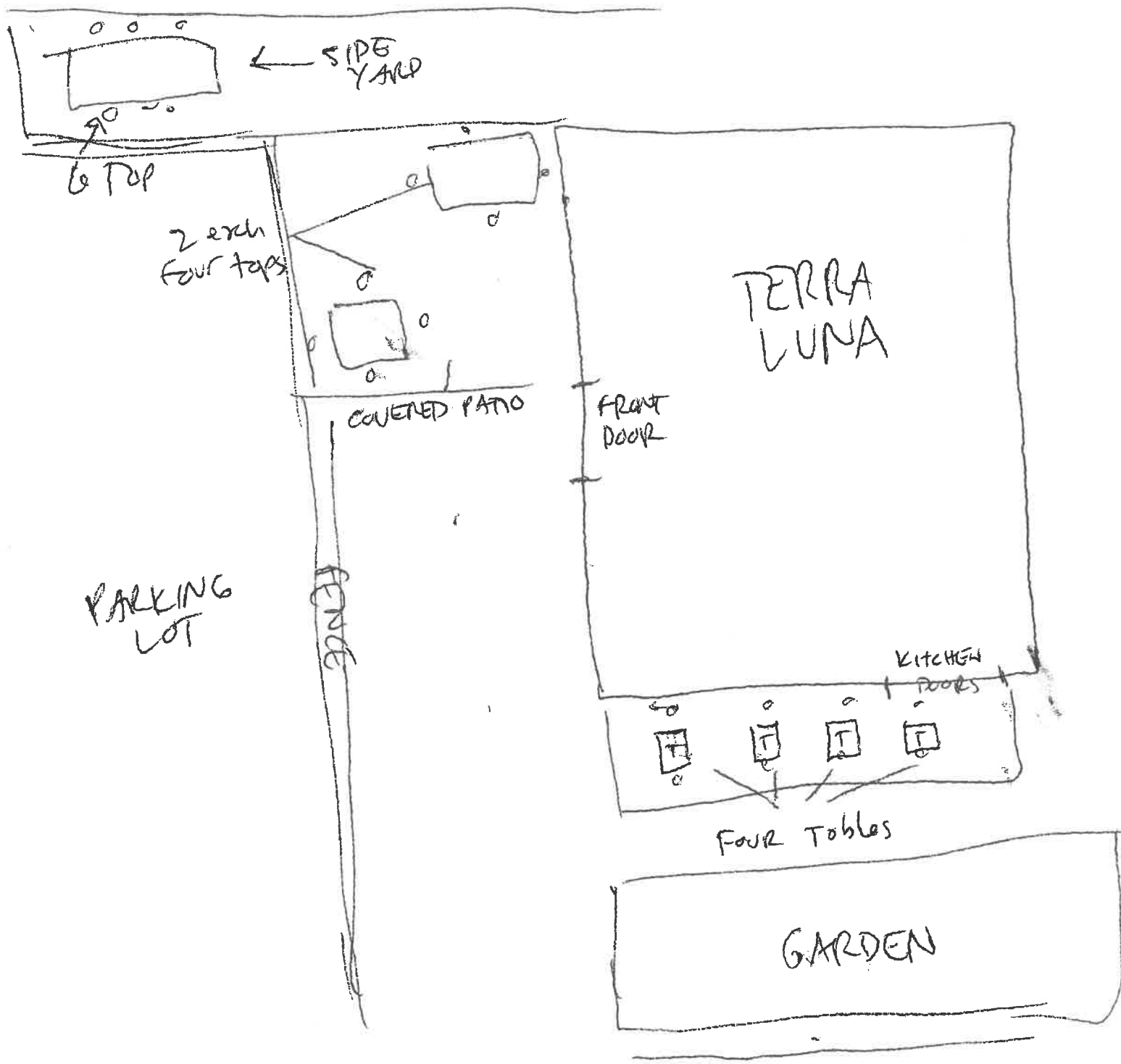
Date: _____

Date: 4/29/2021

Date: _____



1. Letters of permission and acknowledgement aren't applicable.
2. Seating, it's 22 seats outside, 32 inside for a total of 54.
3. parking areas, with total number of spaces
The same as it's always been, the proposed outdoor seating doesn't effect that at all
4. locations of curb cuts to the parking lot
N/A
5. Changes to traffic patterns or parking configurations, including alternate parking (if applicable)
No changes
6. layout and dimensions of proposed seating area;
All tables 6 feet apart (10 SEATS UNDER LEGAL CAPACITY) 22 Outside, 32 Inside for 54 Total.
7. INCLUDE TABLES AND CHAIRS, HOST/BUSING STATIONS, WALKWAYS AND ENTRANCES WITH LABELS. TABLES MUST BE SPACED TO KEEP PATRONS 6' APART FROM OTHER DINERS...etc.
The Host station is inside. I don't have bussing stations, the dirty dishes go directly to the dishwasher. The front door is for the public. The side door in the dining room and the side kitchen doors are how the waitstaff will enter/exit for the outdoor seating.
8. locations and specifications/photos of barriers to enclose seated area
The existing fence and plantings separates the parking lot from the seating. There is a fence all along the perimeter of the property.
9. location and specifications/photos of any outdoor lighting, overhead coverings and heating devices.
As far as lighting, there is existing outdoor lights on the building that will be adequate. Since the outdoor seating will be only for the summer months we aren't using heaters.
There are no heater. The covered area is in my initial sketch with the google earth picture.



RT 6A



104 Shore Rd, North
Truro, MA 02652
13 min drive - home

Google

hore Rd

Street View & 360°



Shore Rd

Street View & 360°





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

Jean M. Lorizio, Esq.
Chairman

**ALCOHOLIC BEVERAGES CONTROL COMMISSION ADVISORY REGARDING
LOCAL LICENSING AUTHORITIES' APPROVAL OF OUTDOOR SEATING**

On June 1, 2020, Governor Charlie Baker issued an Order Clarifying the Progression of the Commonwealth's Phased Workplace Re-Opening Plan and Authorizing Certain Re-Opening Preparations at Phase II Workplaces, which, in part, details the process for reopening establishments for on-premises consumption. The text of the Governor's Order can be found [HERE](#).

When the Governor declares that the Commonwealth has entered Phase II of its reopening plan all licensees for on-premises consumption of alcohol may commence outdoor table service only. Indoor service will remain prohibited until further order from the Governor.

The Governor's Order also grants the local licensing authorities ("LLA") the authority to expand alcohol licensees' licensed premises for outdoor seating in an expedited process.

Pursuant to the Governor's Order, on application from a licensee that serves alcohol for on-premises consumption¹, the LLA may alter the description of the licensee's licensed premises to expand for outdoor seating that the LLA deems "reasonable and proper." The LLA does not need to comply with M.G.L. c. 138, § 15A, and therefore does not need to provide advance notice to abutters or hold a public hearing on the application. LLAs must continue to follow the ABCC's guidelines issued in 2015 for the approval of outdoor seating, which can be found [HERE](#).

ABCC approval is not required on these applications. Upon approval from the LLA the LLA may issue the amended license forthwith. The LLA must provide notice by mail to the ABCC on all application approvals. For further guidance on the process of approving and issuing these amended licenses LLAs should consult with their counsel.

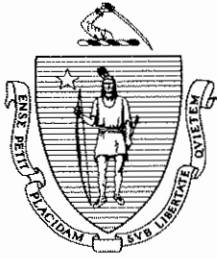
Please be aware that all expanded premises approved pursuant to this Order are only effective through November 1, 2020, or until the Order is rescinded, whichever is sooner, and revert to their original licensed premises on that date.

The ABCC continues to retain supervision and oversight of all alcohol licensees, including those that expand their licensed premises pursuant to this Order. As always, all licensees must ensure that they comply with the laws of the Commonwealth of Massachusetts, and that sales of

¹ This includes restaurants, bars, hotels, general-on-premises, clubs, war veterans' clubs, continuing care retirement communities, pub-brewers (M.G.L. c. 138, §§ 12 and 19D), farmer-series pouring permits, and manufacturers' pouring permits (M.G.L. c. 138, §§ 19(b), 19B(n), 19C(n), and 19E(o)).

alcoholic beverages take place only as authorized by federal, state, and local law. All questions should be directed to Executive Director Ralph Sacramone at (617) 727-3040 x 731.

(Issued June 1, 2020)



OFFICE OF THE GOVERNOR
COMMONWEALTH OF MASSACHUSETTS
STATE HOUSE • BOSTON, MA 02133
(617) 725-4000

CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LIEUTENANT GOVERNOR

**ORDER CLARIFYING THE PROGRESSION OF THE COMMONWEALTH'S
PHASED WORKPLACE RE-OPENING PLAN AND AUTHORIZING
CERTAIN RE-OPENING PREPARATIONS AT PHASE II WORKPLACES**

COVID-19 Order No. 35

WHEREAS, on March 10, 2020, I, Charles D. Baker, Governor of the Commonwealth of Massachusetts, acting pursuant to the powers provided by Chapter 639 of the Acts of 1950 and Section 2A of Chapter 17 of the General Laws, declared that there now exists in the Commonwealth of Massachusetts a state of emergency due to the outbreak of the 2019 novel Coronavirus ("COVID-19");

WHEREAS, on March 11, 2020, the COVID-19 outbreak was characterized as a pandemic by the World Health Organization;

WHEREAS, the Federal Centers for Disease Control have advised that COVID-19 is spread mainly by person to person contact and that the best means of slowing the spread of the virus is through practicing social distancing and protecting oneself and others by minimizing personal contact with environments where this potentially deadly virus may be transmitted;

WHEREAS, on March 23, 2020, in order to restrict all non-essential person-to-person contact and non-essential movement outside the home as a means of combatting the spread of COVID-19 within the Commonwealth, I issued COVID-19 Order No. 13, which designated certain COVID-19 Essential Services, as defined in the Order, temporarily closed the brick-and-mortar premises of businesses and organizations that do not provide COVID-19 Essential Services, and prohibited gatherings of more than 10 people;

WHEREAS, on March 31, 2020, April 28, 2020, and May 15, 2020, I issued COVID-19 Orders No. 21, 30, and 32, respectively, which extended the period in which COVID-19 Order No. 13 would continue to restrict the operation of businesses and organizations that do not provide COVID-19 Essential Services;

WHEREAS, recent public health data indicate continued improvement in key areas of measurement as a result of the extraordinary efforts of health care providers in the Commonwealth and the public's unselfish compliance with the restrictions imposed in COVID-19 Order No. 13 and other measures implemented in response to the COVID-19 health crisis;

WHEREAS, on May 18, 2020, I issued COVID-19 Order No. 33, which authorized the re-opening of certain brick-and-mortar premises designated as "Phase I" workplaces ("Phase I enterprises"), subject to the requirement that all such workplaces comply with workplace safety rules and standards implemented to protect against the risk of the COVID-19 virus and which otherwise further extended the period in which COVID-19 Order No. 13 will continue to restrict the operations of businesses and organizations that do not provide Essential Services or that have not been designated as Phase I workplaces;

WHEREAS, a sustained trend of improvement in public health data will permit a continuing, carefully phased relaxation of certain restrictions that COVID-19 Order No. 13 has placed on businesses and other organizations, provided that any adjustment can only be maintained or expanded on the basis of continuing improvements in the public health data, and further provided that any adjustment must reflect the reality that the Commonwealth remains in the midst of a public health emergency, as demonstrated by reporting from the Department of Public Health that as of May 31, 2020, 1,824 persons remain hospitalized in the Commonwealth as a result of COVID-19 and 436 of these patients are receiving treatment in intensive care units;

WHEREAS, sections 7, 8, and 8A of Chapter 639 of the Acts of 1950 authorize the Governor, during the effective period of a declared emergency, to exercise any and all authority over persons and property necessary or expedient for meeting a state of emergency, including but not limited to authority over assemblages in order to protect the health and safety of persons, transportation and travel by any means or mode, regulating the sale of articles of food and household articles, variance of the terms and conditions of licenses and permits issued by the Commonwealth or any of its agencies or political subdivisions, and policing, protection, and preservation of public and private property;

NOW, THEREFORE, I hereby order the following:

1. Advance Preparations by Phase II Enterprises

Beginning immediately, businesses and other organizations that are included within Phase II of the re-opening plan, as defined in Section 2 below, may open their physical workplaces and facilities ("brick-and-mortar premises") to workers for the purpose of preparing for a Phase II re-opening when authorized. In preparing their premises for re-opening, Phase II businesses and other organizations ("Phase II enterprises") must at all times comply with all generally applicable COVID-19 workplace safety rules and any relevant sector-specific COVID-

19 workplace safety rules issued pursuant to Section 2 of COVID-19 Order No. 33 or otherwise by the Department of Labor Standards (“DLS”), the Department of Public Health (“DPH”), or any other agency authorized to issue similar health and safety rules.

Phase II enterprises may not open their premises to customers and the public generally until authorized to do so by subsequent Order.

2. Designation of Phase II Enterprises

Phase II enterprises are businesses or other organizations that meet each of the following conditions:

They are

- not currently permitted to open their premises as an Essential Service or Phase I enterprise pursuant to Section 1 of COVID-19 Order No. 33;
- not closed by any COVID-19 Order separate from or in addition to COVID-19 Order No. 13;
- not excluded or excepted from the terms of this Order in Section 4; and
- not designated on the chart below as a Phase III or Phase IV enterprise.

	All Phase II, III, and IV enterprises will be required to comply with general and, where applicable, sector-specific COVID-19 workplace safety rules administered by DPL, DPH, and local boards of health. Workplace safety rules will include a variety of mandatory context-specific COVID-19 safety measures such as occupancy limitations, operational modifications, social distancing rules, and specialized cleaning requirements.
Phase II	<p>Enterprises that meet all of the conditions specified above and including</p> <ul style="list-style-type: none"> • Retail Stores including stores in enclosed shopping malls • Restaurants providing seated food service prepared on-site and under retail food permits issued by municipal authorities pursuant to 105 CMR 590.000, including beer gardens/wineries/distilleries meeting these criteria • Hotels, motels, inns, and other short-term lodgings (no events, functions, or meetings) • Limited organized youth and adult amateur sports activities and programs—no contact and no games or scrimmages, and indoor facilities limited to youth programs • Professional sports practice and training programs--no inter-team games and no admission for the public • Personal Services provided at a fixed place of business or at a client location <ul style="list-style-type: none"> ○ Step 1: Services involving no close personal contact (photography, window washers, individual tutoring, home cleaning, etc.) ○ Step 2: Services involving close personal contact (massage, nail salons, personal training for individuals or no more than 2 persons from same household, etc.) • Non-athletic instructional classes in arts/education/life skills for youths under 18 years of age in groups of fewer than 10 • Driving schools and flight schools • Outdoor historical spaces—no functions or gatherings and no guided tours • Funeral homes—increased capacity to permit 40% occupancy for one service at a time within the facility

	<ul style="list-style-type: none"> • Warehouses and distribution centers • Golf facilities including outdoor driving ranges • Other outdoor recreational facilities <ul style="list-style-type: none"> ○ pools, playgrounds and spray decks ○ mini golf, go karts, batting cages, climbing walls, ropes courses • Post-Secondary/Higher Ed/Vocational-Tech/Trade/Occupational Schools <ul style="list-style-type: none"> ○ for the limited purposes of permitting students to complete a degree, program, or prerequisite for employment, or other similar requirement for completion, for summer youth programming including athletic facilities, and any necessary supporting services • Day Camps including sports and arts camps • Public libraries
Phase III	<ul style="list-style-type: none"> • Post-Secondary/Higher Ed/Vocational-Tech/Trade/Occupational Schools—general operations • Casino gaming floors • Horse racing simulcast facilities (no spectators) • Indoor recreational and athletic facilities for general use (not limited to youth programs) • Fitness centers and health clubs including <ul style="list-style-type: none"> ○ cardio/weight rooms/locker rooms/inside facilities ○ fitness studios (yoga, barre, cross-fit, spin classes, general fitness studios) ○ indoor common areas ○ indoor swimming pools ○ indoor racquet courts and gymnasiums ○ locker rooms/shower rooms ○ excluding saunas, hot-tubs, steam rooms • Museums • Indoor historic spaces/sites • Aquariums • Outdoor theatres and performance venues of moderate capacity • Indoor theatres, concert halls, and other performance venues of moderate capacity • Sightseeing and other organized tours (bus tours, duck tours, harbor cruises, whale watching) • Fishing and hunting tournaments and other amateur or professional derbies • Weddings/events/gatherings in parks, reservations, and open spaces with allowance for moderate capacity • Overnight camps • Indoor non-athletic instructional classes in arts/education/life skills for persons 18 years or older • Indoor recreational businesses: batting cages, driving ranges, go karts, bowling alleys, arcades, laser tag, roller skating rinks, trampolines, rock-climbing <p>This listing is subject to amendment.</p>
Phase IV	<ul style="list-style-type: none"> • Amusement parks, theme parks, indoor or outdoor water parks • Saunas, hot-tubs, steam rooms at fitness centers, health clubs, and other facilities • Bars, dance clubs, and nightclubs—venues offering entertainment, beverages, or dancing and not providing seated food service prepared on-site and under retail food permits issued by municipal authorities pursuant to 105 CMR 590.000 • Beer gardens/breweries/wineries/distilleries not providing seated food service prepared on-site and under retail food permits issued by municipal authorities pursuant to 105 CMR 590.000 • Large capacity venues used for group or spectator sports, entertainment, business, and cultural events including

	<ul style="list-style-type: none"> ○ Theaters and concert halls ○ Ballrooms ○ Stadiums, arenas, and ballparks ○ Dance floors ○ Exhibition and convention halls ● Private party rooms ● Street festivals and parades and agricultural festivals ● Road races and other large, outdoor organized amateur or professional group athletic events <p>This listing is subject to amendment.</p>
--	---

3. Rules for Phase II Limited Organized Sports Activities and Programs

Amateur Sports: Effective immediately, organizers of sports activities and programs for youths and adults and facilities that host such programs or activities may open their premises to employees to begin preparations, consistent with the provisions of Section 1, for authorized Phase II activities. In addition to complying with generally applicable COVID-19 workplace safety rules, organizers of sports activities and programs for youths and adults and facilities that host such programs or activities shall be subject to the following directives during Phase II:

- a. Programs for contact sports must limit activities exclusively to no-contact drills and practices. Programs for no contact sports where ordinary play allows for social distancing may include ordinary play.
- b. Games, scrimmages, and tournaments shall not be permitted for any organized sports activities.
- c. Programs must separate participants into groups of no more than 10 participants, including coaches and staff.
- d. Indoor athletic facilities shall be open and available exclusively for the use of supervised sports programs, including sports camps, for youths under the age of 18.

The Secretary of the Executive Office of Energy and Environmental Affairs (“EEA”) shall issue guidance to implement these directives and all generally applicable COVID-19 workplace standards for organizers of youth and adult sports programs and operators of facilities that host those programs. Organizers of youth and adult sports programs shall follow the EEA guidance; provided, however, that when the program is governed by formal league rules or other binding agreements or affiliations, the organizer shall comply with any COVID-19 and other health and safety rules applicable under those authorities. The requirements of items (a) – (d) above shall apply in all circumstances.

Professional Sports: Effective immediately, professional sports organizations may open their premises to employees and other workers for the activities provided for in Section 1 and may also open their premises to employees for on-premises athletic practices and training,

subject to adoption of COVID-19 health and safety rules implemented under the authority of formal league rules or other binding agreements or affiliations.

Professional sports organizations may not engage in inter-team games within the Commonwealth and may not open any facilities within the Commonwealth to the public until further Order.

4. Preparations and Accommodation for Outdoor Restaurant Dining Service

Restaurants will be authorized to provide outdoor table service at the commencement of Phase II of the Commonwealth's phased re-opening of workplaces. If the public health data reflects continued positive progression, restaurants will be authorized at a later date and by a subsequent Phase II Order to commence indoor table service. In each case, restaurants will be required to comply with sector-specific COVID-19 workplace safety rules for restaurants.

"Outdoor table service" shall mean service that is provided outside the restaurant building envelope, whether on a sidewalk, patio, deck, lawn, parking area, or other outdoor space. Outdoor table service may be provided under awnings or table umbrellas or other cover from the elements, provided, however, that at least 50 percent of the perimeter of any covered dining space must remain open and unobstructed by any form of siding or barriers at all times.

Notwithstanding the provisions of chapter 40A of the general laws, or any special permit, variance or other approval thereunder, or any other general or special law to the contrary, a city or town may approve requests for expansion of outdoor table service, including in the description of licensed premises as described below. Prior to such approval, the mayor, select board, or chief executive as established by charter or special act, shall establish the process for approving such requests. Such process need not comply with the notice and publication provisions of section 11 of chapter 40A.

Any such approval may be exercised immediately upon filing of notice thereof with the city or town clerk, without complying with any otherwise applicable recording or certification requirements.

In order to provide improved opportunities for outdoor table service, for any type of license that permits the sale of alcoholic beverages for on-premises consumption, a local licensing authority ("LLA") may grant approval for a change in the description of the licensed premises for the purpose of permitting outdoor alcohol service as the LLA may deem reasonable and proper, and issue an amended license to existing license holders, without further review or approval by the Alcoholic Beverages Control Commission ("ABCC") prior to issuance. Upon approval of an amended license, the LLA shall provide notice of the amended license to the ABCC. Nothing in this Order shall prevent the ABCC from exercising its statutory or regulatory enforcement authority over any such amended license issued.

On November 1, 2020 or the date this Order is rescinded, whichever is sooner, any approval issued under this Section, including any amended license issued by an LLA as a result of this Order, shall automatically revert back to its status prior to the approval of the change for expansion of outdoor table service or in the description of a licensed premises.

5. Sector-Specific Rules

The Director of Labor Standards and the Commissioner of Public Health shall issue, subject to my approval, COVID-19 workplace safety rules for certain, specific Phase II enterprise workplace sectors (“Sector-Specific Rules”) to address the particular circumstances and operational needs of those specific workplace sectors. These Phase II Sector-Specific Rules shall supplement the generally applicable COVID-19 safety rules applicable to all workplaces in the Commonwealth. Phase II enterprises shall adopt and comply with all Sector-Specific Rules applicable to their workplaces.

6. Limitations on Gatherings

A Phase II enterprise that is authorized to open its brick-and-mortar premises to workers under the terms of this Order shall not be subject to the 10-person limitation on gatherings established in Section 3 of COVID-19 Order No. 13 in its normal operations of those premises; provided, however, that Phase II enterprises must comply with the social distancing requirements in the Commonwealth’s generally applicable COVID-19 workplace safety rules, any more specific limitations on gatherings and meeting sizes included in any applicable Sector-Specific Rules, and any other similar restrictions specified in this Order.

Section 3 of COVID-19 Order No. 13 shall otherwise remain in effect for businesses or organizations not permitted to open their brick-and-mortar premises as COVID-19 Essential Services, or Phase I or Phase II enterprises.

4. Exceptions

This Order shall have no application to any of the following businesses, organizations, workplaces, or facilities:

- a. Any municipal legislative body, the General Court, or the Judiciary
- b. Federal governmental entities
- c. Any health care facility or provider licensed by the Department of Public Health or the Board of Registration in Medicine
- d. Any of the following workplaces or facilities with specialized functions and populations:
 - Public and private elementary and secondary (K-12) schools
 - Residential and day schools for special needs students

- Licensed, approved, or exempt child care programs and any emergency child care centers and emergency residential programs operating under emergency authorization
- Facilities operated by the Department of Correction or any Sheriff
- Facilities operated or licensed by the Department of Mental Health or the Department of Developmental Services
- And any other facilities or workplaces that the Commissioner of Public Health may in writing exempt from the terms of this Order

This Order is effective immediately and shall remain in effect until rescinded or until the state of emergency is ended, whichever occurs first.

Given in Boston at 2:20 PM this 1st day
of June, two thousand and twenty

A handwritten signature in black ink, appearing to read "Charles D. Baker", written over a horizontal line.

CHARLES D. BAKER
GOVERNOR
Commonwealth of Massachusetts



The Commonwealth of Massachusetts

Town of Truro





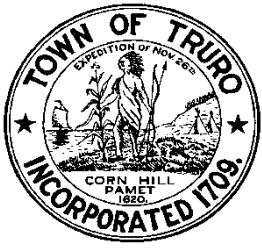
New and Renewal Certificate of Inspection

In accordance with 780 CMR, Chapter 1 (*The Ninth Edition of the Massachusetts State Building Code*) and Chapter 304 of the Acts of 2004 (*an Act to further enhance fire and life safety*), this certificate of inspection is issued to the premise or structure or part thereof as herein identified.

Issued to	Identify Name of Establishment					Certificate No.
	Terra Luna					21-008
Located at	Identify property address including street number, name, city or town and county					Certificate Expiration
	104 Shore Rd Map 35 Parcel 68					4/28/2022
Use Group Classification	Basement	First Floor	Second Floor	Third Floor	Fourth Floor	Other
		A2-R				
Allowable Occupant Load		64				

This *certificate of inspection* is hereby issued by the undersigned to certify that the premise, structure or portion thereof as herein specified has been inspected for general fire and life safety features. This certificate shall be framed behind clear glass and/or laminated and posted in a conspicuous place within the space as directed by the undersigned. *Failure to post or tampering with the contents of the certificate is strictly prohibited.*

Name of Municipal Fire Chief	TIMOTHY COLLINS	Name of Municipal Building Inspector	RICHARD STEVENS	Date of Inspection	4/22/2021
Signature of Municipal Fire Chief	 <small>Digitally signed by Timothy Collins DN: cn=Timothy Collins, o=Town of Truro, ou=Truro Fire Department, email=tcollins@truro-ma.gov, c=US</small>	Signature of Municipal Building Inspector		Date of Issuance	4/22/2021



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Licensing Department

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: May 11, 2021

ITEM: Review and Approve Temporary Revised 2021 Seasonal Alcohol License-Terra Luna Restaurant, 104 Shore Rd

EXPLANATION: Every March the review and approval of the Seasonal alcohol licenses comes before the Local Licensing Authority, the Select Board, for restaurants and package stores for an opening date that can commence April 1st and run until January 15. Terra Luna Restaurant Seasonal All Alcohol license was approved March 23rd.

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

The temporary revised alcohol license in accordance with the Policy of the Truro Select Board Temporary Outdoor Dining Areas in Accordance with Covid-19 Order No. 35 will list the Occupancy limit for indoor, and outdoor seating and the total limit.

The owner chose not to open during the Covid-19 Pandemic in 2020 and will be doing takeout only until Memorial Day Weekend.

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

SUGGESTED ACTION: *MOTION TO approve the 2021 temporary revised seasonal alcohol license for the outdoor sale and service of all alcohol for Terra Luna Restaurant 104 Shore Rd with an occupancy limit of 22 outside maximum, 32 inside maximum for a total occupancy limit of 54 and submission to the Alcoholic Beverages Control Commission.*

ATTACHMENTS:

1. ABCC Seasonal License Holder's Application
2. 2020 Seasonal Alcohol License
3. 2021 Temporary License with Extension of Outdoor Area



Jean M. Lorizio, Esq.
Commission Chairman

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

Consent Agenda Item: 7D1

2021
Retail License Renewal

License Number:



Municipality: TRURO

License Name : Stostef Inc

License Class: Seasonal

DBA : Terra Luna Restaurant

License Type: Restaurant

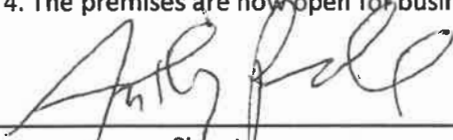
Premise Address: 104 Shore Rd Truro, MA 02652

License Category: All Alcoholic Beverages

Manager: Anthony J Pasquale

I hereby certify and swear under penalties of perjury that:

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


Signature

ANTHONY PASQUALE

Printed Name

3/2/21

Date

CHEF/OWNER

Title

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

Additional Information:

LICENSE ALCOHOLIC BEVERAGES

THE LICENSING BOARD OF

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

MASSACHUSETTS

HEREBY GRANTS A

COMMON VICTUALER

License to Expose, Keep for Sale, and to Sell

All Kinds of Alcoholic Beverages

To Be Drunk On the Premises

To STOSTEF, Inc., dba Terra Luna Restaurant

Anthony J. Pasquale, Manager

on the following described premises

One story building with dining rooms and kitchen.

Located at 104 Route 6A (Shore Road), Truro.

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires January 15th 2022, unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this 23rd day of March 2021.

The Hours during which Alcoholic Beverages may be sold are

From.....

Monday-Saturday

10:00am-10:00pm

Sunday 12:00pm-10:00pm

ABCC.LIC. [REDACTED]

LICENSING BOARD

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

Temporary Revised License

LICENSE

ALCOHOLIC BEVERAGES

THE LICENSING BOARD OF

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

MASSACHUSETTS

HEREBY GRANTS A

COMMON VICTUALER

License to Expose, Keep for Sale, and to Sell

All Kinds of Alcoholic Beverages

To Be Drunk On the Premises

To.....

on the following described premises

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

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

The Hours during which Alcoholic Beverages may be sold are

From.....

LICENSING BOARD

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



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: May 11, 2021

ITEM: Reappointments of Board, Committee, Commission Members

EXPLANATION: Heidi Townsend, current member on the Zoning Board of Appeals, submitted an application to be re-appointed to the Zoning Board of Appeals for a one-year term. All forms/paperwork are up-to-date.

Darrell Shedd, current member on the Zoning Board of Appeals, submitted an application to be re-appointed to the Zoning Board Appeals for a one-year term. All forms/paperwork are up-to-date.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Applicants will not be able to serve on the Board, Commission or Committee they have applied to.

SUGGESTED ACTION:

Motion to reappoint Heidi Townsend to a one-year term on the Zoning Board of Appeals, expiring on June 30, 2022.

Motion to reappoint Darrell Shedd to a one-year term on the Zoning Board of Appeals, expiring on June 30, 2022.

ATTACHMENTS:

1. Application to Serve-Heidi Townsend
2. Application to Serve-Darrell Shedd
3. Reappointment Board/Committee/Commission Membership Checklist



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: HEM TOWNSEND ^{cell} HOME TELEPHONE: [REDACTED]
 ADDRESS: 41 HIGHLAND RD. WORK PHONE: [REDACTED]
 MAILING ADDRESS: PO BOX 645 E-MAIL: [REDACTED]
 FAX: _____ MULTI-MEMBER BODY ON WHICH I WISH TO SERVE: _____

ZONING BOARD OF APPEALS -

SPECIAL QUALIFICATIONS OR INTEREST: AFTER SERVING TWO YEARS ON
THE BOARD, WITH THE LAST YEAR FULLY INVOLVED IN THE
CLOVERLEAF PROJECT, I FEEL THAT I HAVE GAINED AN
ENORMOUS AMOUNT OF EXPERIENCE IN TOWN GOVERNMENT.

COMMENTS: I WOULD LIKE TO CONTINUE TO LEARN & GROW
IN THIS ROLE AND BE ABLE TO CONTRIBUTE TO
THE TOWN I CALL HOME!

SIGNATURE: Heidi M. Townsend DATE: 4/23/21

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

SIGNATURE: _____ DATE: _____

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

Elizabeth Sturdy

From: Art Hultin <[REDACTED]>
Sent: Friday, April 23, 2021 3:08 PM
To: Elizabeth Sturdy
Subject: Appointments

Elizabeth Sturdy, Office Assistant
Truro Town Hall
Truro, MA

April 23, 2021

Dear Elizabeth,

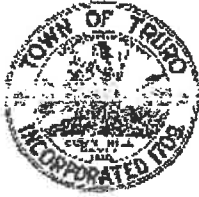
Please forward my comments to the Truro Select Board:

Heidi Townsend has served well as member of the Truro Zoning Board of Appeals. Her earnest interest in Zoning issues and her steadfast attendance to meetings has been commendable. I urge you to reappoint her to the ZBA.

Sincerely,

Art Hultin, ZBA Chariman

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.



TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

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

RECD 2021 APR 8 AM 10:26

ADMINISTRATIVE OFFICE

TOWN OF TRURO

APPLICATION TO SERVE ON AN APPOINTED MULTI-MEMBER BODY

NAME: DARRELL SHEPP

HOME TELEPHONE: [REDACTED]

ADDRESS: 4 FRIENDSHIP WAY

WORK PHONE: [REDACTED]

MAILING ADDRESS: PO BOX 301

E-MAIL: [REDACTED]

FOR:

MULTI-MEMBER BODY ON WHICH I WISH TO SERVE:

ZONING BOARD OF APPEALS

SPECIAL QUALIFICATIONS OR INTEREST:

COMMENTS:

SIGNATURE: Darrell Shepp

DATE: 4/8/21

SIGNATURE:

DATE:

Elizabeth Sturdy

From: Art Hultin [REDACTED]
Sent: Monday, April 26, 2021 4:04 PM
To: Elizabeth Sturdy
Subject: FW: Appointments

Elizabeth Sturdy, Office Assistant
Truro Town Hall
Truro, MA

April 26, 2021

Dear Elizabeth,

Please forward my comments to the Truro Select Board:

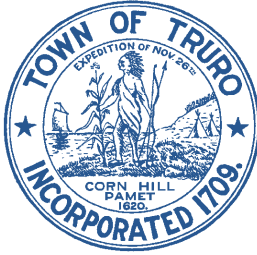
Dear Members of the Board,

In his time serving on the Zoning Board of Appeals, Darrell Shedd has demonstrated his ability to understand complex zoning issues and their application in Truro. He has shown the patience necessary to be effective in Remote Meetings as well as in public. His passion for a fair and equitable hearing process is clear. I hope you will re-appoint Darrell to the ZBA.

Sincerely,

Art Hultin, ZBA Chariman

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Office of the Select Board

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

Committees/Commissions/Board Members Seeking Reappointment

Committee/Commission/Board Name: Zoning Board of Appeals

Committee/Commission/Board Member Name: Heidi Townsend

Length of term: **1-Year Term (Alternate)**

Chair's endorsement of reappointment ☒

Standards of Professional Conduct signed ☒

On-Line Ethics Training Completed *Certificates good for 2 years* ☒

Signed Acknowledgment/Summary of Conflict of Interest Law ☒

Sexual Harassment Board of Selectmen Policy #19 ☒

Committee/Commission/Board Name: Zoning Board of Appeals

Committee/Commission/Board Member Name: Darrell Shedd

Length of term: **1-Year Term (Alternate)**

Chair's endorsement of reappointment ☒

Standards of Professional Conduct signed ☒

On-Line Ethics Training Completed *Certificates good for 2 years* ☒

Signed Acknowledgment/Summary of Conflict of Interest Law ☒

Sexual Harassment Board of Selectmen Policy #19 ☒

Select Board Special Meeting Minutes
Monday, March 29, 2021 at 4:00pm
Via GoToMeeting Platform

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

Others Present: Town Manager-Darrin Tangeman, Assistant Town Manager-Kelly Clark

Chair Weinstein read off the instructions for joining the meeting.

Action:

Approve Request for Consent for Repairs and Maintenance of Cell Tower at 344 Route 6, North Truro

Town Manager Tangeman explained that this is an emergency request that relates to a nitrogen leak and some minor modifications to the cell tower. Crown Castle is making this request because of the emergency situation.

Crown Castle will be signing a license with the Town as well that identifies the legal liabilities that they will be responsible for, as it relates to these repairs. Town Manager Tangeman believes the memo provided outlines Crown Castle's request. The memo was reviewed by Legal Counsel. Member Rein asked if there was any remediation for the nitrogen that had been leaked or is that just assumed to be part of their repairs. Town Manager Tangeman can contact Crown Castle and get back to the Select Board on that. He can discuss with Crown Castle any remediation that might need to be accomplished. Member Areson asked that the document the Select Board received via email be available for the public on the Town website.

Member Areson made a motion to agree and accept and authorize the Chair to sign the letter from Crown Castle dated March 29, 2021 pending receipt of the signed lease.

Member Reed seconded.

Roll Call Vote:

Member Rein-Aye

Member Reed-Aye

Member Worthington-Aye

Member Areson-Aye

Chair Weinstein-Aye

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

Chair Weinstein announced he would now close the Special Meeting and move that the Select Board enter into an Executive Session in accordance with the provisions of Massachusetts General Law, Chapter 30A, Section 21 (a)2 to conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel and not to reconvene in open session.

Roll Call Vote:

Member Rein-Aye

Member Reed-Aye

Member Worthington-Aye

Member Areson-Aye

Chair Weinstein-Aye
So voted; 5-0-0, motion carries.

Respectfully Submitted,

Noelle L. Scoullar

Town Manager, Darrin Tangeman
Under the Authority of the Truro Select Board

Truro Select Board Minutes
April 13, 2021
Via GoToMeeting Platform

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

Select Board Absent: Member-Janet Worthington

Others Present: Town Manager-Darrin Tangeman, Assistant Town Manager-Kelly Clark, Raphael Richter, Kate Blehm, Harbor Master/Shellfish Warden-Anthony Jackett, Orion White, Colby Blehm, Amy Rolnick, Heath/Conservation Agent-Emily Beebe, Charter Review Committee and Finance Committee Chair-Robert Panessiti, DPW Director-Jarrold Cabral, Truro Central School Superintendent-Michael Gradone, Truro Central School-Stephanie Costigan, Joan Holt, Town Accountant-Trudi Brazil, Susan Kurtzman, Town Planner-Barbara Huggins-Carboni, Chair-Energy Committee-Brian Boyle

Chair Weinstein called the meeting to order at 5:07pm. He read instructions for joining the meeting.

Public Comment

Raphael Richter asked if the Select Board would be accepting comments during the Town Meeting Articles discussion, or should people give their comments at the beginning of the meeting? Chair Weinstein would be willing to accept public comment if the comment is focused on the article that is being discussed.

Kate Blehm spoke in favor of Warrant Article #9 to support Truro families.

Public Hearing

Transfer of Aquaculture Development Area Grants #16-20 from John Burns to Orion White of 27 Longnook Road.

Chair Weinstein declared the Public Hearing open.

Harbor Master/Shellfish Warden Jackett explained that Mr. White has been on the Aquaculture Waitlist for a few years. Someone is giving up their grant, allowing an opening in the Aquaculture Development Area. The Shellfish Committee reviewed Mr. White's application and approved it. Mr. White introduced himself and summarized his experience working with Field Point Oyster Farms in Wellfleet. He plans on growing oysters, which he'll be able to bring to market by year three. He gave an overview of each year. Member Reed disclosed that Mr. White was a former employee of Chequessett Chocolate and that did not impact her ability to be unbiased in this decision. Member Rein wished Mr. White the best of luck and hopes to see aquaculture become a viable business in Truro. Chair Weinstein asked for clarification on transfers of aquaculture development grants. Shellfish Constable Jackett laid out the timeline. Colby Blehm stated he's worked with Mr. White and spoke favorably of him. Chair Weinstein closed the Public Hearing.

Member Reed made a motion to transfer the Aquaculture Development Area grants #16-20, totaling five acres, from John Burns to Orion White for a term of two years and expiring on December 31, 2023.

Member Areson seconded.

Roll call vote:

Member Rein-Aye

Member Areson-Aye

Member Reed-Aye
Chair Weinstein-Aye
So voted; 4-0-0, motion carries.

Board/Committee/Commission Appointments

Interview and Appoint Amy Rolnick to the Historical Commission

Amy Rolnick introduced herself. She gave a summary of some historical homes she has renovated, along with her family's history in Truro. Member Reed asked, if selected to serve on the Historical Commission, did Ms. Rolnick have any goals or objectives which interested her the most? Ms. Rolnick is in support of the different surveys and historical designations. She's also interested in the balance between what is needed to restore an older building and the struggle to protect and defend historic elements.

Member Areson made a motion to appoint Amy Rolnick to the Historical Commission as a full member for an unexpired term ending June 30, 2023.

Member Reed seconded.

Roll call vote:

Member Rein-Aye

Member Areson-Aye

Member Reed-Aye

Chair Weinstein-Aye

So voted; 4-0-0, motion carries.

Interview and Appoint Lynn Williamson to the Truro Cultural Council

Lynn Williamson introduced herself and gave a summary of her professional life along with a history of Boards she has served on. Member Reed asked if Ms. Williamson had any specific projects she was excited about (or interested in pursuing) if selected to serve on the Truro Cultural Council. Ms. Williamson is very interested in the Americans with Disabilities Act and making sure that any grants provided are inclusive of the entire population.

Member Reed made a motion to appoint Lynn Williamson to the Truro Cultural Council for a three-year term ending June 30, 2024.

Member Rein seconded.

Roll call vote:

Member Rein-Aye

Member Reed-Aye

Member Areson-Aye

Chair Weinstein-Aye

So voted; 4-0-0, motion carries.

Interview and Appoint Fred Gaechter to the Board of Assessors

Fred Gaechter introduced himself. He's been actively involved with various Boards and Committees in Truro, as well as in New Jersey prior to moving to Truro. He would like to bring his experience to the Board of Assessors. Member Reed asked Mr. Gaechter to speak to any projects or items of interest regarding the Board of Assessors. Mr. Gaechter thinks the primary goal is to treat every taxpayer with fairness and equity. He looks forward to being involved in reviewing abatement applications.

Member Areson made a motion to appoint Fred Gaechter to the Board of Assessors filling an unexpired term which ends on June 30, 2022.

Member Reed seconded.

Roll call vote:

Member Rein-Aye

Member Reed-Aye

Member Areson-Aye

Chair Weinstein-Aye

So voted; 4-0-0, motion carries.

Staff/Committee Updates

Covid-19/Vaccine Updates: Emily Beebe, Health and Conservation Agent

Health Agent Beebe began her update discussing the Johnson & Johnson vaccine pause. The rare side effect of blood clotting has shown up in 6 different women between the ages of 18 and 48.

Approximately 6.8 million doses of the J&J vaccine have been administered, with approximately 181 thousand doses administered in Massachusetts. None of the blood clotting cases have occurred in Massachusetts.

As far as vaccine progress in Barnstable County, as of last Thursday about fifty percent of residents have received at least one dose of a vaccine. Barnstable County Health Department gets about 3500 doses per week from the State. The vaccine is not the only tool in the toolbox. We have to maintain our masking, distancing, testing, and staying home when sick. She also reviewed the difference between a travel order and a travel advisory.

Chair Weinstein asked about the age cutoff to receive the vaccine. Health Agent Beebe provided the minimum age requirements to receive each vaccine.

Shellfish Update: Tony Jackett, Harbor Master/Shellfish Warden

Harbor Master/Shellfish Warden Jackett said that the end of the shell fishing season for soft-shelled clams only has been extended into April. He typically heads up to Dennis in April to put together shell bags which are used to collect an oyster remote set. Those shell bags go into a large tank in Dennis when they are ready. Water temperature is then manipulated to induce oysters to spawn. He picks those up in late June/early July and spreads them in the fall. Shellfish beds will close completely at the end of April and will reopen in November, typically before Thanksgiving.

Board/Committee Report: Charter Review Committee and Finance Committee Chair Robert Panessiti

Charter Review Chair Panessiti introduced himself. He explained that the Town Charter serves as the organizational document for the Town. It's meant to provide a guide to govern. He then explained mechanisms in place to change the Charter. The Charter Review Committee will be holding a public hearing in conjunction with the Pre-Town Meeting. There will be no recommended articles from the Committee to be voted on at this Town Meeting. The Committee was involved in looking at the various Boards/Committees/Commissions and their appointed vs. elected designation. Planning Board, Zoning Board of Appeals and Cemetery Commission are the first three they are reviewing. They were a five-person complement and they are now a seven-person complement with one vacancy. Member Reed asked if there was any support the Select Board or Town Manager could provide to the Committee. Charter Review Chair Panessiti appreciates the question. They don't need a whole lot in terms of resources. The Charter is the governing document of the Town. When someone says something that is contrary to the Charter, it would be great if they were corrected. Chair Weinstein noted that there were several petitioned articles before Town Meeting this year and the Select Board will not have the benefit of the Charter Review Committee weighing in. He asked if that were correct. Charter Review Chair

Panessiti stated that the Committee started discussing elected vs. appointed committees back in 2015. With Covid, and some new members, they got stalled in the process. They are creating an electronic survey to go out to chairs. Once responses are received, the Charter Review Committee will compose a recommendation to the Select Board. The Charter Review Committee is reviewing this issue thoughtfully and publicly. The Committee cannot provide feedback on the petitioned articles because they have not been thoughtfully vetted by Committee.

Finance Committee Chair Panessiti discussed the Finance Committee. He feels it's important for people to understand the Finance Committee's role. They are appointed by the Town Moderator, independent of a Select Board appointment, to provide an unbiased, fair opinion on the budget. The budgets the people are seeing have grown for a number of reasons. The year-round population has gone from 35% to 20% and he doesn't think people understand that for every dollar spent in the community, that puts six dollars back in economic stimulus. The fewer people that are in Town the more stress on the economy of Truro and the more dependent we are on property taxes. The message the Finance Committee would like to extend is that you can only do so much about spending. As a community, we need to look at revenue and economic development. A big part of that is keeping people in Truro through rental assistance programs, affordable housing programs, or some market rate rental options. We are a second home haven for wealthy people. You see it in the help wanted ads for local businesses. We need to create a robust year-round community.

Finance Committee Chair Panessiti encouraged people to watch the budget hearings and to come to Finance Committee meetings if they don't understand the budget. Member Reed asked how the Select Board and Staff could help achieve the goals of the Finance Committee. Finance Chair Panessiti stated that as the Select Board meets with all the committees/boards/commissions, there are certain committees that can have an impact. The Community Preservation Committee can put money aside for housing, and the Planning Board and Zoning Board of Appeals can take a look at issues regarding zoning. He thinks the Select Board can ask various committees to work in concert to try to achieve the goals of the Select Board. Finance Committee Chair Panessiti noted that the Finance Committee voted on all of the financial articles, with a couple of exceptions. He highlighted the citizen petitioned article for daycare. The Committee did not vote on it because they wanted more information because a funding source was not yet identified.

Select Board Action

Review and Vote on Town Meeting Articles

Article 4: Amendments to the FY2021 Operating Budget Funded by Free Cash

Member Areson made a motion to recommend Article 4: Amendments to the FY2021 Operating Budget Funded by Free Cash as printed in the Warrant.

Member Reed seconded.

Roll call vote:

Member Rein-Aye

Member Areson-Aye

Member Reed-Aye

Chair Weinstein-Aye

So voted; 4-0-0, motion carries.

Article 5: FY2022 Omnibus Budget Appropriation

Member Reed made a motion to recommend Article 5 FY2022 Omnibus Budget Appropriation as printed in the Warrant.

Member Areson seconded.

Roll call vote:

Member Rein-Aye

Member Areson-Aye

Member Reed-Aye

Chair Weinstein-Aye

So voted; 4-0-0, motion carries.

Article 6: Transfer of Funds from Free Cash

Section 1: To Reduce or Stabilize the FY 2022 Tax Rate

Member Areson stated, for the benefit of the public, we have a larger amount of free cash this year than we typically do, and she'd like Town Manager Tangeman to explain how that came to be. Town Manager Tangeman said that most of the extra amount was due to turn backs due to Covid. He does not expect to see the same amount next year.

Member Areson made a motion to recommend Article 6: Transfer of Funds from Free Cash-Section 1: To Reduce or Stabilize the FY 2022 Tax Rate as printed in the Warrant.

Member Reed seconded.

Roll call vote:

Member Rein-Aye

Member Areson-Aye

Member Reed-Aye

Chair Weinstein-Aye

So voted; 4-0-0, motion carries.

Article 6: Transfer of Funds from Free Cash

Section 2: To the OPEB Trust Fund

Member Reed asked Town Manager Tangeman to speak to the importance of funding the OPEB Trust Fund and if we reallocate funds and don't pay back OPEB how that could impact the larger budget. Town Manager Tangeman stated that it is one of the liabilities that ties to the Town's municipal bond rating and gives us favorable bond ratings when it's time to seek debt for different projects. The better funded we are with our OPEB Trust, the better off the Town will be when it comes to that rating. One thing the Town can do to improve this is to move the \$400,000 into the budget as a line item vs. a free cash transfer in future years.

Member Areson made a motion to recommend Article 6: Transfer of Funds from Free Cash-Section 2: To the OPEB Trust Fund as printed in the Warrant.

Member Reed seconded.

Roll call vote:

Member Rein-Aye

Member Reed-Aye

Member Areson-Aye

Chair Weinstein-Aye

So voted; 4-0-0, motion carries.

Article 6: Transfer of Funds from Free Cash
Section 3: To the Capital Expense Stabilization Fund

Member Reed made a motion to recommend Article 6: Transfer of Funds from Free Cash-Section 3: To the Capital Expense Stabilization Fund as printed in the Warrant.

Member Areson seconded.

Roll call vote:

Member Rein-Aye

Member Areson-Aye

Member Reed-Aye

Chair Weinstein-Aye

So voted; 4-0-0, motion carries.

Article 6: Transfer of Funds from Free Cash
Section 4: To the Stabilization Fund

Member Areson made a motion to recommend Article 6: Transfer of Funds from Free Cash-Section 4: To the Stabilization Fund as printed in the Warrant.

Member Reed seconded.

Roll call vote:

Member Rein-Aye

Member Areson-Aye

Member Reed-Aye

Chair Weinstein-Aye

So voted; 4-0-0, motion carries.

Article 6: Transfer of Funds from Free Cash
Section 5: To Purchase Heavy-Duty Tractor Truck Replacement

DPW Director Jarrod Cabral gave a presentation on the heavy-duty tractor truck request. It is a \$170,000 request originally requested for FY21. The Town Meeting article was postponed after failing at the Annual Town Election ballot. Finance Chair Panessiti wished to talk about the split vote from the Finance Committee of 3-2-0 on this section. He stated that three out of five people agreed with DPW Director Cabral's assessment. Of the two votes in opposition, one vote did not oppose in spirit but opposed because they felt the funds could be better utilized elsewhere in this fiscal year. The other person that voted in opposition spoke to someone in the DPW and did not speak to DPW Director Cabral or Town Manager Tangeman about their concerns. Member Areson added that the passive/negative voter also felt that the cost of the truck should be borne by the people who use the landfill, perhaps through increased fees at the landfill.

Member Reed made a motion to recommend Article 6: Transfer of Funds from Free Cash-Section 5: To Purchase Heavy-Duty Tractor Truck Replacement as printed in the Warrant.

Member Rein seconded.

Roll call vote:

Member Rein-Aye

Member Areson-Aye

Member Reed-Aye

Chair Weinstein-Aye

So voted; 4-0-0, motion carries.

Article 6: Transfer of Funds from Free Cash

Section 6: To Repair/Replace Windows, Shingles, Siding, and Trim at Truro Central School

Superintendent Gradone stated the School originally submitted a Capital plan in the same format that the School Department has done for the past several years, with the work broken up over a few years. DPW Director Cabral suggested completing the project in one year because the building is approaching thirty years old, and they increasingly see signs of deterioration.

Member Areson made a motion to recommend Article 6: Transfer of Funds from Free Cash-Section 6: To Repair/Replace Windows, Shingles, Siding, and Trim at Truro Central School as printed in the Warrant.

Member Reed seconded.

Roll call vote:

Member Rein-Aye

Member Areson-Aye

Member Reed-Aye

Chair Weinstein-Aye

So voted; 4-0-0, motion carries.

Article 6: Transfer of Funds from Free Cash

Section 7: To General Fund Reserve Fund

Town Manager Tangeman explained this section. There was a vote of 4-1-0 from the Finance Committee. Finance Chair Panessiti explained that the one vote against he believes was because the person does not appreciate the level of sensitivity that the budget experiences every year.

Member Reed made a motion to recommend Article 6: Transfer of Funds from Free Cash-Section 7: To General Fund Reserve Fund as printed in the Warrant.

Member Areson seconded.

Roll call vote:

Member Rein-Aye

Member Areson-Aye

Member Reed-Aye

Chair Weinstein-Aye

So voted; 4-0-0, motion carries.

Article 9: Fund a Childcare Voucher Program-Petitioned Article

Town Manager Tangeman expressed his concern about the lack of a funding mechanism for this article. If this were to be a raise and appropriate article, it would need to be brought to a vote at a Town election. The other possibility would be to find a variant within the budget to transfer from available funds.

Raphael Richter wished to address some of the questions about the article. He thinks most people on the call and who vote at Town Meeting know that we have a broken economy. It is very hard to live in Truro. This article is not written to institute a permanent program, but to initiate a pilot program for potential future success and expansion. Mr. Richter summarized some of the concerns and offered

explanations. He's asked several leaders to carve out available funds for this but has not received any help. This has been on the table for a couple of months but there is no solution presented here other than to let the petitioner figure it out. It's not uncommon, per Mr. Richter, to put forth a petition without yet knowing the source of the funding. His intent is to ask that it be funded from free cash, if available. If all available free cash has been allotted, then he will seek to raise and appropriate via a Proposition 2 1/2 override at Town Meeting.

Chair Panessiti explained the reasons why the Finance Committee passed on voting on this article, including questions about how the program would be administered and are there hidden costs associated with this program, as well as questions about the funding source.

He noted that the Select Board would need to look at the date of the Annual Town Election to give people the opportunity to vote this at Town Meeting and on a ballot.

Member Areson stated that when this came up a year ago she asked Mr. Raphael if it would be needs-based. At that time, she believes he stated that it would not be. She does believe there should be some income-based requirements. It is a very important service to provide and she sympathizes with the families concerning the current availability of the pre-school program. She would like to hear from the Superintendent, Principal, and School Committee members as to what is going on with the pre-K program. Chair Weinstein said it was very informative when this came up for discussion at the last School Committee meeting. He was led to understand by members of the School Committee that there was an issue regarding the scarcity of space.

Superintendent Gradone stated that Chair Weinstein gave a very accurate recount of the meeting. Not only have they given substantial thought over this for the past couple of years, but they are continuing to do so. Scarcity of space is an issue. Because of Covid, social distancing requirements the pre-school program this year had to expand to a second classroom. If they were to increase the enrollment they would need a third classroom. They are still trying to figure out how that can work. There is also the budget impact. Back in October he prepared and presented to the School Committee a level service budget. They have already moved two of their programs out of the space they previously used. If they increase the size of the program to include all three-year-old children next year, they would require a third room. Chair Weinstein recalled a creative suggestion posed at the last School Committee meeting to use the Community Center for possible space.

Ms. Costigan, from the Truro Central School, stated they are trying to think outside the box. She recently checked out the Community Center and is also checking out options within the School. They hope to inform parents very soon regarding placement for next year.

Chair Weinstein asked Mr. Richter if part of the \$150,000 would be used for the administration. Mr. Richter stated that the thinking was to have enough funds for 20 families, but it has been expressed quite clearly by Town staff that there would not be enough capacity to administer the program. He feels that is why the Select Board is the perfect entity to either challenge staff or to put out a Request for Proposals to find a firm to run the program. He appreciates that the School was invited but wants to emphasize that it has become clearer that this program should stand alone and be separate from the School. Mr. Richter feels it would be appropriate for Chair Weinstein to explore if there is free cash available. Mr. Richter strongly encourages support of funding through free cash.

Member Areson feels she does not have enough information to make an educated vote. She would like to know what the need is and she would like to see Truro's pre-school program accommodate all of Truro's three- and four-year-old children. She also thinks that if this program were approved, an administrator should be hired because she does not think the Town staff should be reviewing people's finances. She does not have a problem with changing the election day but would like to hear about the possibility of money from elsewhere in the budget.

Member Reed stated they do have a precedent of not voting on these Articles until they have heard from the Finance Committee in an official capacity. She then asked if there were children that were

being served in the current program that are not Truro children from taxpaying parents. Superintendent Gradone said that the current preschool program has served children of School staff for a long time. A year ago, the School Committee amended the policy to expand that same availability to the children of employees in other Town Departments.

Chair Panessiti noted that as Chair of the Finance Committee, he is not comfortable making a decision based on whether or not we have free cash available. That is an operational question. If the Finance Committee is going to consider this, he would like a recommendation from the Town Manager or the Town Accountant as to how this is best funded. He also asked if language should be added to say, "*pay the cost of funding and administering*"? Town Manager Tangeman stated that Town Counsel indicated that the language would allow for the administration of the program to be paid out of the \$150,000.

Town Manager Tangeman reminded the group that about three or four weeks ago the Finance Committee recommended, and the Select Board voted, to approve their policy for free cash and reserves. In terms of the levels of those, as a best practice, it's recommended to only spend up to 85% of free cash and leave 15% as a base for the following year. That leaves around \$400,000 as a base for the following year in terms of free cash. The Select Board would need to decide to violate the policy they just approved to use more free cash than has been recommended. The other option is to raise and appropriate, but that would not allow for a one-year pilot program.

Member Areson asked whether the other communities (Wellfleet and Provincetown) are providing the service for two-year-old children as well? Town Manager Tangeman believes Provincetown is the only town offering the service for that age group.

Finance Committee Chair Panessiti's preference would be to raise and appropriate. If it raises the tax levy, that is a much more definitive statement by the people in the Town that this is something they want. It would then go into the operating budget for the next fiscal year.

Member Reed recommended tabling this item until their next meeting to work with the petitioner to figure out the funding source. Town Manager Tangeman noted that to do that, there would need to be a decision tonight on whether or not the Select Board wants to take this to an election. Assistant Town Manager Clark added that they could avoid making a decision tonight as to the funding so long as they are definitely postponing the election. They would need to make a decision about its inclusion on a ballot fairly quickly.

Member Reed asked Mr. Richter if he were willing to work with the Select Board on trying to amend the language to look for a raise and appropriate option. Mr. Richter agreed.

Member Rein would love to learn how Provincetown and Wellfleet are paying for their program.

Chair Weinstein stated that it seems clear that they could arrive at an agreed upon solution which will place this item as a ballot question, which would give it a certain longevity. His worry is that if this should fail as a ballot question then it leaves the families that would want to utilize this unfulfilled. It doesn't sound like the School is going to be a viable option (especially for next year). He would like to come away from this meeting with the ability to continue the conversation.

Joan Holt has mixed feelings about this. She is in favor of some kind of program for children. She is not certain that a day care program is necessarily the right option for the children. She would be in favor of extending the educational opportunities to children below the age of four and going down to age two. She would vote for Article 9 if it were going to be run by the School Department.

A discussion was held regarding Article 6: Transfer of Funds from Free Cash-Section 1: To Reduce or Stabilize the FY 2022 Tax Rate. Right now, it's at \$900,000. If the Select Board were to modify or amend that figure to \$750,000 the program could be funded for one year. Town Accountant Brazil stated that right now they have a budget which is balanced, using \$900,000 to offset or stabilize the tax rate. Reducing the \$900,000 figure would result in an unbalanced figure.

Once Town Accountant Brazil explained further, Chair Panessiti asked for confirmation that his suggestion was not a viable option. Town Accountant Brazil clarified that it is only viable if an override is approved.

Chair Weinstein would like to forestall a decision on this item, knowing that they are going to address the election date in a subsequent agenda item. Member Areson would be in favor of postponing the election and she'd like to take a look at moving the rest of tonight's meeting to another night or doing only what is absolutely necessary due to the fact that they have been sitting through this meeting for almost four hours. Member Reed is in agreement but added that if there is consensus she can hang on and move through the other agenda items. Member Rein concurs with her colleagues. It was agreed upon to move forward to discuss the possible change to the Annual Town Election date.

Discussion and Possible Vote to Change Annual Town Election Date

Member Reed recused herself from this discussion and vote.

Chair Weinstein would be happy to move the election date to June 29, 2021.

Member Areson made a motion to postpone the May 11, 2021 Annual Town Election to Tuesday, June 29, 2021.

Member Rein seconded.

Roll call vote:

Member Rein-Aye

Member Areson-Aye

Chair Weinstein-Aye

So voted; 3-0-1 (Member Reed abstained), motion carries.

Member Reed rejoined the meeting.

Dedication of a Proclamation to Truro Police Department Retiring Employee

Member Rein read the Proclamation to Truro Police Department retiring employee Jacquelyne Mastrianna.

Member Reed made a motion to approve and sign the proclamation for Jacquelyne "Jackie" Mastrianna for her 40 years of dedicated service to the Truro Police Department.

Member Rein seconded.

Roll call vote:

Member Rein-Aye

Member Areson-Aye

Member Reed-Aye

Chair Weinstein-Aye

So voted; 4-0-0, motion carries.

Consent Agenda

Chair Weinstein wished to discuss the use of the outdoor seating area for the Avenue D request. The Select Board, under the Special Order from the Commonwealth of Massachusetts regarding Covid 19, can permit such use. One of the conditions would be that after Order #35 is rescinded, the use of that outdoor space would no longer be permitted. Town Manager Tangeman added that the applicant

would need to seek approval from the Planning Board should they wish to continue using the space after the Order is rescinded.

Member Areson stated that they did approve outdoor seating last year because of Covid, with the stipulation noted by Town Manager Tangeman in their motion. She has heard from a number of people with concerns about the use of the outdoor patio. She saw some of those people had joined the meeting and thought they should be given the opportunity to weigh in.

Member Reed stated that she would recuse herself from any discussion and votes related to Avenue D (specifically Consent Agenda items B, E, and F).

Town Manager Tangeman said that the Select Board does have the authority, under that emergency authority, to make this approval.

Susan Kurtzman identified herself as a direct abutter. She is unclear about how this action was allowable as on April 3, 2019 there was a notice of action by the Planning Board and Board of Health saying that the outdoor space could not be used. Member Areson explained that the Covid Order was signed last year. Ms. Kurtzman continued to express her concerns.

Town Planner and Land Use Counsel Carboni noted that the decision was made at the State level that outdoor spaces could be allowed for food service, including alcohol service, for the duration of the State of Emergency.

Ms. Kurtzman noted that no abutters were notified of this. Member Areson stated that it was publicized last year when the Select Board approved it. Nobody came and spoke against it. Chair Weinstein explained that the public has access to the agenda items that this Board deals with. Member Rein wants abutters to understand that during the pandemic, the Select Board was trying to help any business by giving them the opportunity to come forward and ask for outdoor seating. Town Manager Tangeman reiterated that the conditions for the State of Emergency still exist. Businesses in the community still have to deal with the social distancing requirement and the only way to allow a successful opening of this business is to be able to move customers out onto the deck. He added that under the current Executive Order there is no requirement to hear from abutters.

Member Rein would like to recuse herself from the vote regarding the prom at the Truro Vineyards. Her daughter is a potential attendee.

Member Areson had a question on the CDP Housing Rehab item. The Select Board received documentation on the Request for Proposals. Bailey Boyd is suggesting that the Select Board award the contract to CDP. They came in at \$19,000 more than the other bidder. She would like to hear more of an explanation as to why they are recommending the higher bidder. She also has a couple of corrections on the minutes. Chair Weinstein noted that the competing bidder has no experience in administering the programs that this would address. Also, they could not comply with the requirements about how their bid was tendered. Town Manager Tangeman confirmed that the bidder was disqualified due to the non-compliance. He spoke with Bailey Boyd to ensure that the bidder that was not chosen understood how to submit their bid next year to be qualified.

Energy Committee Chair Brian Boyle wished to speak to Consent Agenda Item H. *Review and Authorize the Chair to Sign Membership Application for the Cape & Vineyard Electric Cooperative, Inc.* The cost to join is a one-time \$25 fee. The Town will benefit from the expertise of Cape Light Compact with no risk. It would be a benefit to the Energy Committee as well.

Member Areson made a motion to approve the Consent Agenda with the recusals noted by Members Reed and Rein and the corrections in the minutes.

Member Rein seconded.

Roll call vote:

Member Areson-Aye

Chair Weinstein-Aye

Member Rein-recused herself from Consent Agenda Item C

Member Reed-recused herself from Consent Agenda Items B, E, and F

Chair Weinstein stated that with both recusals noted he asked for Member Reed and Rein's votes.

Member Reed-Aye

Member Rein-Aye

So voted; 4-0-0, motion carries.

Select Board Reports/Comments

It was agreed upon to postpone comments to the next meeting.

Town Manager Report

Town Manager Tangeman wished to congratulate Jaquelyne Mastrianna on her 40-year career with the Town. He thinks it is important to recognize her and he appreciates the Select Board approving the Proclamation.

Next Meeting Agenda: April 27, 2021

Town Manager Tangeman stated that they would move the items they did not get to today over to the April 27, 2021 agenda. Assistant Town Manager Clark mentioned that they had a vacancy on the Barnstable County Assembly of Delegates. The Select Board will be interviewing and appointing a person at their next meeting. She continued to summarize the rest of the agenda.

Member Areson wants to schedule a work session to discuss Boards and Committees. She would like that to be a meeting unto itself with nothing else attached.

Member Reed made a motion to adjourn at 9:16pm

Member Areson seconded.

Roll call vote:

Member Rein-Aye

Member Areson-Aye

Member Reed-Aye

Chair Weinstein-Aye

So voted; 4-0-0, motion carries.

Respectfully submitted,

Noelle L. Scoullar, Executive Assistant

Town Manager, Darrin Tangeman

Under the Authority of the Truro Select Board

Public Records material of 04/13/2021

1. Application to Serve-Barnstable County Assembly of Delegates
2. Notice from Barnstable County Assembly of Delegates regarding resignation
3. Draft Warrant
4. Memorandum from Truro Shellfish Advisory Committee regarding Commercial shellfish permitting
5. Town of Truro-Regulations for the Taking of Shellfish, Sea Worms, Eels and Crabs
6. Draft letter to Barnstable County Commissioners regarding APCC proposal from Truro Board of Health
7. Letter to Barnstable County Commissioners regarding Truro Select Board support of the APCC proposal
8. One Day Entertainment Application and Public Entertainment on a Sunday State Application for Captain's Choice
9. Renewal Applications for 2021 for Jules Besch Stationers, Cape Cod Treasure Chest, Accent on Design, Adventure Bound Camping Resort at Horton's, Blackfish Restaurant, Terra Luna Restaurant, Highland Links Golf Course
10. Memorandum from Alice Boyd, Grant Administrator, regarding Housing Rehab Loan Subordination
11. Select Board Meeting Minutes of 3.16.2021