

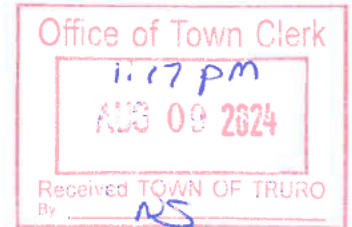


AMENDED
Truro Select Board Hybrid Meeting
Tuesday, August 13, 2024
Regular Meeting-5:00pm
Truro Town Hall, 24 Town Hall Road

REGULAR MEETING

<https://us02web.zoom.us/j/88409523030>

1-305-224-1968 Meeting ID: 884 0952 3030



This will be a hybrid (in-person *and* remote) meeting. Citizens can view the meeting on **Channel 8** in Truro and on the web on the "Truro TV Channel 8" 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 at 1-305-224-1968 and enter the following access code when prompted: 884 0952 3030 or you may join the meeting from a computer, tablet or smartphone by entering the follow URL into your web browser; <https://us02web.zoom.us/j/88409523030>**

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 comments so that you may be heard clearly. We ask that you identify yourself when calling in to help us manage multiple callers effectively.

1. EXECUTIVE SESSION MINUTES REPORT

2. PUBLIC COMMENT

3. PUBLIC HEARINGS – NONE

4. INTRODUCTION TO NEW EMPLOYEES

- A. Introduction to Fire Department New Employees: Sarah Rayner, Firefighter/ Paramedic, and Shane Sargent, Firefighter/ Paramedic
Presenter: Timothy Collins, Fire Chief

4. BOARD/COMMITTEE/COMMISSION APPOINTMENTS

- A. Interview and Possible Appointment of Open Space Committee Members (2): Laura English and John Marksbury

5. STAFF/ COMMITTEE UPDATES

- A. Update on Construction at 25 South Highland Road
Presenter: Jarrod Cabral, DPW Director
- B. Owner's Project Manager (OPM) for Final Design, Engineering, and Construction Administration of the New Department of Public Works Facility Update
Presenter: Jarrod Cabral, DPW Director

6. SELECT BOARD ACTION

- A. Review and Possible Approval of Revised Town Manager Critical Information Requirements (TMCIR)
Presenter: Darrin Tangeman, Town Manager
- B. Review, Approve and Sign Memorandum of Lease 71 North Pamet Road and Authorize Release of Funds

Presenter: Darrin Tangeman, Town Manager

C. Review and Possible Approval of Curb Cut; 25 South Highland Road

Presenter: Jarrod Cabral, DPW Director

D. Review and Possible Approval of Revised Charge for Zoning Task Force Charge

Presenter: Darrin Tangeman, Town Manager

E. Review and Possible Approval of Revised Charge for Ad Hoc Walsh Property Advisory Committee

Presenter: Darrin Tangeman, Town Manager

7. TABLED ITEMS

- A. Interview and Possible Appointment of Alternate(s) to Ad Hoc Walsh Property Advisory Committee:
David Bannard, Eileen Breslin, Anne (Alexa) Elam, Mark Gebhardt, Anne Greenbaum, Cass Johnson,
Jonathon Winder

8. REPORTS

- A. Select Board Reports/ Comments
B. Town Manager Report

9. CONSENT AGENDA

A. Review/Approve and Authorize Signature:

1. Review and Approval of State Primary Warrant and Posting of the Warrant (and to Electronically Sign), Early In-Person Voting Hours, and Delegating the Chief of Police to Designate Police Officers for September 3, 2024 State Primary
2. Acceptance of Donation to the Truro Rescue Squad and Authorize the Town Manager to Sign the Receipt & Release Form
3. One Day Entertainment Licenses and One Day Alcohol Licenses Truro Center for the Arts at Castle Hill and Edgewood Farm

B. Review and Approve Appointment Renewals: None

C. Review and Approve 2024 Seasonal Business Licenses: None

D. Review and Approve Select Board Meeting Minutes: April 9, 2024; April 25, 2024 (Work Session); April 25, 2024 (Regular Session); May 14, 2024; May 28, 2024

E. Next Meeting Agenda:

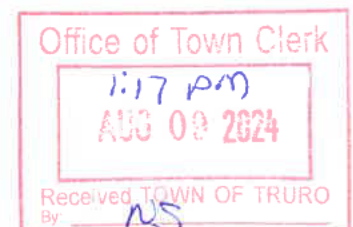
Work Session: Proposed Date: August 27, 2024 (Policies)

Regular Meeting: August 27, 2024

Work Session: Proposed Date: September 17, 2024 (Town Manager Evaluation; Goals and Objectives Update)

Joint Meeting with Provincetown select Board on Water: September 30, 2024 at Truro Community Center

*Clarification added to Agenda Item 6E





TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Darrin Tangeman, Town Manager

REQUESTED MEETING DATE: August 13, 2024

ITEM: Executive Session Minutes Report

EXPLANATION: The Town Manager will provide an update on the status of executive session minutes approved at the May 28, 2024 Select Board Meeting.

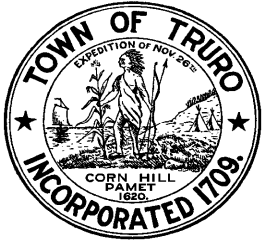
December 13, 2022	June 16, 2023	March 19, 2024
May 10, 2023	June 28, 2023	April 2, 2024
May 11, 2023	August 1, 2023	April 9, 2024
May 23, 2023	August 8, 2023	April 25, 2024
June 13, 2023	March 12, 2024	May 14, 2024

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: N/A

SUGGESTED ACTION: Report only.

ATTACHMENTS: NONE



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Tim Collins, Truro Fire Chief

REQUESTED MEETING DATE: August 13, 2024

ITEM: Introduction to new Fire Department Employees

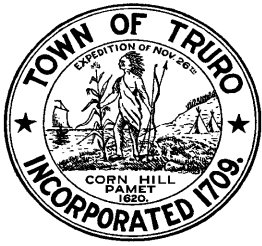
EXPLANATION: Fire Chief Timothy Collins will introduce two new Fire Department employees to the Select Board and community; Sarah Rayner, Firefighter/Paramedic, and Shane Sargent, Firefighter/Paramedic.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The Select Board and the general public will not have the opportunity to meet the two new employees.

SUGGESTED ACTION: NONE

ATTACHMENTS: NONE



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: August 13, 2024

ITEM: Interview and Possible Appointment of Two Candidates (Laura English and John Marksbury) to the Open Space Committee.

EXPLANATION: The Town has received applications to serve on the Open Space Committee by Laura English and John Marksbury. As the Select Board may wish to consider merging this committee in the future, if appropriate, motions to appoint one candidate for a one-year term and one candidate for a two-year term (the remaining years of an unexpired three-year seat) are provided.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The Open Space Committee presently has only two members. If these applicants are not appointed, the Open Space Committee will continue to have vacancies and will not have a quorum to hold meetings.

SUGGESTED ACTION:

- 1. Motion to Appoint XXX to the Open Space Committee for a one-year term which will expire **June 30, 2025**.*
- 2. Motion to Appoint XXX to the unexpired three-year term on the Open Space Committee for a term which will expire **June 30, 2026**.*

ATTACHMENTS:

1. Application to Serve-Laura English
2. Application to Serve-John Marksbury

Application to Serve on a Board or Committee

Applicant Information

Last Name	<input type="text" value="English"/>
First Name	<input type="text" value="Laura"/>
Middle Initial	<input type="text" value="M"/>
Email Address	<input type="text"/>
Phone Number	<input type="text"/>
Address (Street)	<input type="text" value="19A POND RD"/>
Address (City)	<input type="text" value="P.O. Box 549"/>
Address (State)	<input type="text" value="Massachusetts"/>
Address (Zip Code)	<input type="text" value="02652"/>
Mailing Address (Please indicate box number and zip code)	<input type="text" value="P.O. Box 549 North Truro MA 02652"/>

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

Are you a full-time resident of Truro?

☐ Yes ☒ No

Are you registered to vote in Truro?

☐ Yes ☒ No

TRURO 2024/2025
ADMINISTRATIVE OFFICE
TOWN OF TRURO

Board/ Committee Information

What Board/ Committee Are You Applying For?

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

I am deeply dedicated to the protection of the natural areas of Truro while maintaining a realistic view of the changing needs of the community. I have worked with the Truro Conservation Trust with both campaigns to create the Pond Village Preserve and am an co founder of the Friends of the Pond Village Watershed. Finally, I am a avid cyclist both road and mountain and am familiar with many precious areas of Truro.

Have you attended a meeting of the committee listed above?

☐ Yes ☒ No

Have you read the charge of the committee?

☒ Yes ☐ No

Have you spoken with the chair or any committee members solely to get a sense of the work involved?

☒ Yes ☐ No

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

☒ Yes ☐ No

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

☐ Yes ☒ No

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

None

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

Not at this moment

Experience

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

I worked with the Truro Conservation Trust from the start organizing and fund raising for the Twine Field campaign. I am a founding organizer of the Friends of Pond Village Watershed- I wrote the mission statement and am an organizer of our events. In my past life I was a teacher and served on many committees.

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

I was an ESL teacher for over 35 years serving on many committees and grade level teams. In addition I was the Department Head of our ESL program for many years and before that a Coordinator. I was a Trainer of Trainees for the Massachusetts Department of Secondary Education and also developed training modules for the towns I worked in, both Lincoln and Wellesley. I also have co authored five textbooks for Pearson Education - working with other authors and editing teams throughout.

Signature

Laura M. English

Date

06/04/2024

Application to Serve on a Board or Committee

Applicant Information

Last Name	<input type="text" value="Marksbury"/>
First Name	<input type="text" value="John"/>
Middle Initial	<input type="text" value="C"/>
Email Address	<input type="text"/>
Phone Number	<input type="text"/>
Address (Street)	<input type="text" value="21 Shore Road"/>
Address (City)	<input type="text" value="North Truro"/>
Address (State)	<input type="text" value="MA"/>
Address (Zip Code)	<input type="text" value="02652"/>
Mailing Address (Please indicate box number and zip code)	<input type="text" value="PO Box 781"/>

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

Are you a full-time resident of Truro?

☒ Yes ☐ No

Are you registered to vote in Truro?

☒ Yes ☐ No

ROD POOLINS WARD
ADMINISTRATIVE OFFICE
TOWN OF TRURO

Board/ Committee Information

What Board/ Committee Are You Applying For?

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

With a supportive Select Board and town administration I believe I can be effective in using my professional and volunteer experience to help make the Open Space Committee an effective town board and a partner along with the Truro Conservation Trust and CCNS in preserving our natural resources for the public benefit.

Have you attended a meeting of the committee listed above?

☐ Yes ☒ No

Have you read the charge of the committee?

☒ Yes ☐ No

Have you spoken with the chair or any committee members solely to get a sense of the work involved?

☒ Yes ☐ No

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

☒ Yes ☐ No

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

☒ Yes ☐ No

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

I believe we have an important role to play in implementing Goal C. Objective 3: is the committee consulted in review of town owned property inventory; Objective 9: what is our role in protecting coastal environment; Objective 13: is a member of the committee Ad Hoc on Walsh Property committee; Objective 15: does the committee have a role in coordinating land use policy with the Planning Board and Economic Development committee

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

Finance

Experience

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

Currently Moderator of the First Congregational Parish church, member and past chair of the board of the Friends of the Truro Meeting House; former member and chair of the Truro Conservation Trust. Active in citizen effort to restore Town Hall, to initiate zoning house size bylaw in the Truro portion of the CCNS, to prevent development of a super Stop&Shop at the Noons site; to convert brown field at abandoned gas station at junction of Routes 6 and 6A Gateway Park, to create sculpture in memory of Aaron Copland at Tanglewood, Lenox, MA

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

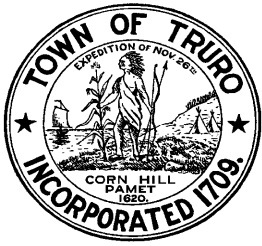
Former senior staff member of The Trustees of Reservations, now The Trustees, for six years. I implemented their membership and leadership giving programs and participated in board level discussions on land acquisition and property management issues. I secured federal grants for protection of Naukeag, the historic house museum in Stockbridge. Extensive experience in forming and working with volunteer committees for this outstanding conservation organization, the Boston Symphony, Longy School of Music and Fenway Community Health as a fundraiser.

Signature

John C. Marksbury

Date

06/05/2024



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Department of Public Works

REQUESTOR: Jarrod Cabral, DPW Director

REQUESTED MEETING DATE: August 13, 2024

ITEM: Update on Construction at 25 South Highland Road

EXPLANATION: Cape Cod Builders Inc was awarded a contract on June 11th, 2024, and was issued a notice to proceed on July 23, 2024. The project is scheduled to begin August 6, 2024, and be completed no later than March 11, 2025. The preliminary schedule submitted by Cape Cod Builders Inc indicates a completion date of September 23, 2024. Public Works Director Jarrod Cabral will provide a brief update on the status of the project.

FINANCIAL SOURCE (IF APPLICABLE): Underutilized Property grant and the Affordable Housing Trust Fund.

IMPACT IF NOT APPROVED: N/A

SUGGESTED ACTION: None. Discussion Only.

ATTACHMENTS:

1. Cape Cod Builders Inc Preliminary Project Schedule

Truro Cottage Renovation

Project Lead: Thomas Pappas

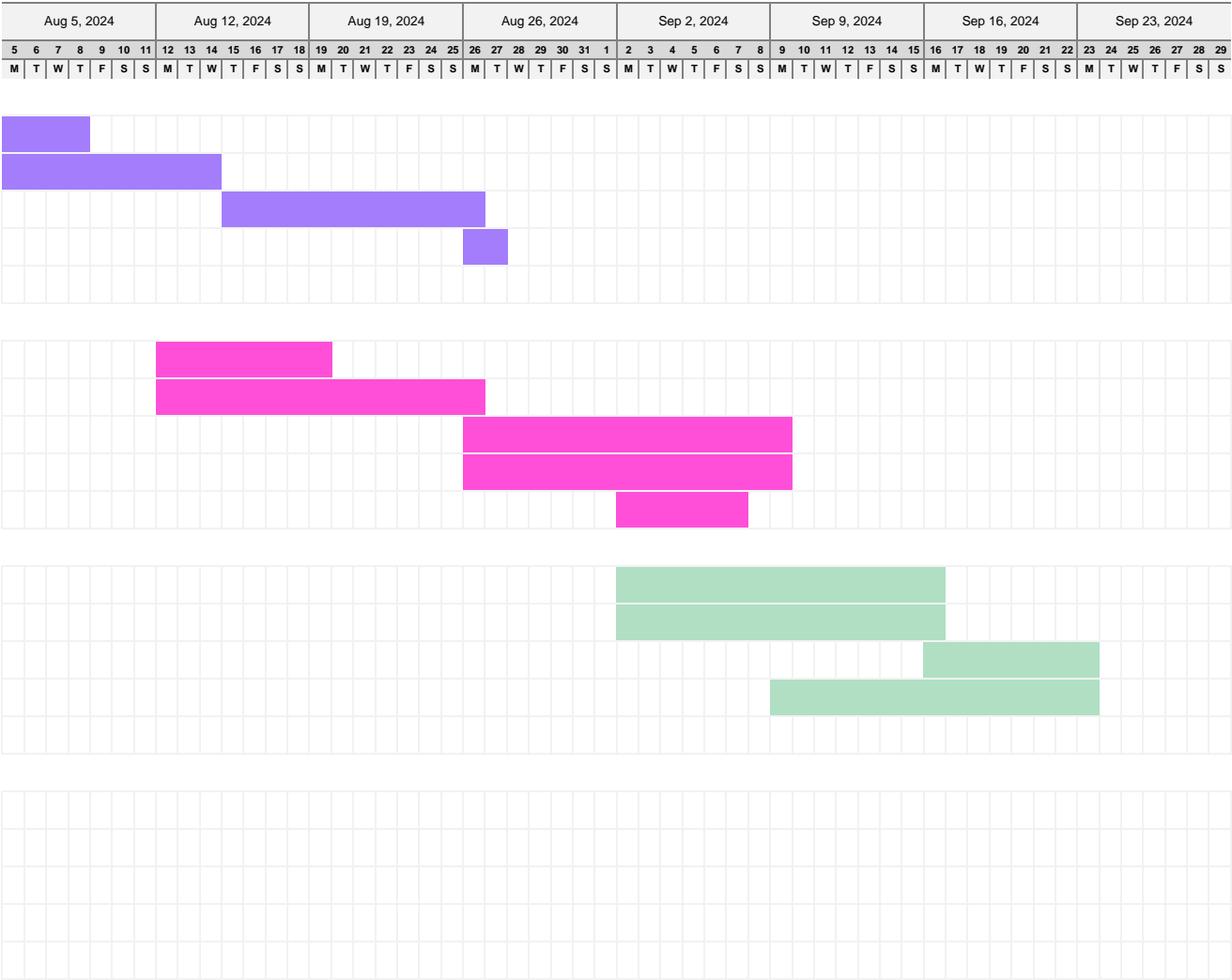
Assistant Leads: Robert Christina, Edgar Cruz, Max Vallejo

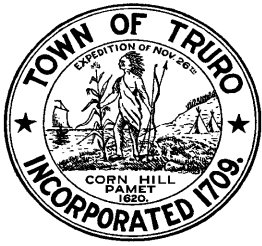
Project start: Mon, 8/5/2024

Display week: 1

TASK	ASSIGNED TO	PROGRESS	START	END
Phase 1				
Mobilization	CCB		8/5/24	8/8/24
Dig Cottage Foundatio	CCB		8/5/24	8/14/24
Septic Work	CCB		8/15/24	8/26/24
Cottage Placement	CCB		8/26/24	8/27/24
Phase 2				
Wall/Roof/Floor Framir	CCB		8/12/24	8/19/24
Electrical	CCB		8/12/24	8/26/24
HVAC/Plumbing	CCB		8/26/24	9/9/24
Cedar Shingles	CCB		8/26/24	9/9/24
Roofing	CCB		9/2/24	9/7/24
Phase 3				
Doors and Windows	CCB		9/2/24	9/16/24
Finish Carpentry	CCB		9/2/24	9/16/24
Kitchen & Bath Fixture	CCB		9/16/24	9/23/24
Misc Finishes	CCB		9/9/24	9/23/24
Project Close out	CCB		10/1/24	10/3/24

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TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Department of Public Works

REQUESTOR: Jarrod Cabral, DPW Director

REQUESTED MEETING DATE: August 13, 2024

ITEM: Owner's Project Manager (OPM) for Final Design, Engineering, and Construction Administration of the New Department of Public Works Facility Update

EXPLANATION: The Town of Truro put out a Request for Qualifications (RFQ) for Owner's Project Manager Services for the final design, engineering and construction administration of the new Department of Public Works Facility located at 24 Town Hall Road. Responses to the RFQ were to be submitted by August 8, 2024. A Selection Committee will be formed to review all responses from qualified firms to choose an OPM for this project. The Town Manager, as the Chief Procurement Officer, requested that two members of the Select Board serve on this committee, and Member Susan Girard- Irwin and Vice Chair Robert Weinstein were nominated at the July 23, 2024 Select Board meeting. The committee will also include a Finance Committee member, an Ad Hoc Building Committee - For the Future Public Works Facility member, and the Public Works Director. This committee will provide its selection to the Chief Procurement Officer. The Selection Committee will convene in August for application review and interviews.

At tonight's meeting, DPW Director Jarrod Cabral will give an overall summary of the process and a general explanation of an Owner's Project Manager.

FINANCIAL SOURCE (IF APPLICABLE): Special Town Election 2024 Ballot Question #2

IMPACT IF NOT APPROVED: N/A

SUGGESTED ACTION: None. Discussion Only.

ATTACHMENTS: None



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Darrin Tangeman, Town Manager

REQUESTED MEETING DATE: August 13, 2024

ITEM: Review and Possible Approval of Revised Town Manager Critical Information Requirements (TMCIR)

EXPLANATION: Darrin Tangeman, Town Manager, will give an overview of the Town Manager Critical Information Requirements (TMCIR).

The Town Manager's Critical Information Requirements (TMCIR) assist the Select Board and staff in making timely and effective decisions to accomplish their critical and executive and administrative tasks.

TMCIR's are defined as Information requirements identified by the Town Manager and Select Board as being critical to facilitating timely decision making. TMCIRs are time-sensitive and specific critical information requirements that support the Select Board in achieving their charter specified authorities as the executive branch of the Town. The specificity and timeliness in communicating this information is critical to achieve the Select Board's charter defined role as the executive branch of our local government. The absence of this information could also place the Town at risk if not communicated in a timely manner.

When determining the criteria for TMCIR, the Select Board should consider the following criteria:

1. Does the SB require this information to make timely and effective decisions?
2. Is the SB authorized by the Town Charter and relevant law to receive this information?
3. Is the information and associated time requirement unnecessarily burdensome to the Town's staff and limited resources?

4. Is there a risk to the Town if the Select Board does not receive this critical information in a timely manner?

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: TMCIR will not be updated and reflect the Select Board's current priorities for critical information requirements and communication with Town Administration.

SUGGESTED ACTION: Motion to approve updates to the Town Manager's Critical Information Requirements as discussed.

ATTACHMENTS:

1. Updated TMCIR spreadsheet

Town Manager's Critical Information Requirements (TMCIR)												
Precedence: Immediate (Wake up or Break Meeting Criteria) The Following CIR's require immediate notification to TM		Step 1:	Step 2:	Step 3: Notifications							Step 4:	Step 5:
		Telephonic Notification of TM	5 Ws Emailed to the TM	TM	ATM	SB	TC	PI	HR	TI	Dept's SIR submitted to TM	TM submits SIR to Distro
1	Global, national, local emergency that affects the Town	IMMEDIATELY UPON ANY DEPARTMENT'S DISCOVERY OF THE INCIDENT	WITHIN 1 HOUR ANY DEPARTMENTS DISCOVERY OF THE INCIDENT dtangeman@truro-ma.gov	I	P	P	N/A	N	N	N/A	Within 4 Hours of incident	Within 8 Hours of incident
2	Death or major injury of Town Employee, Town Select Board Member, or immediate family member of employee, or death of person involving Town Employee			I	P	P	N	N	P	N	Within 4 Hours of incident	Within 8 Hours of incident
3	Destruction, fire, etc. of Town facility (911 Call)			I	P	P	N	N	N	N	Within 4 Hours of incident	Within 8 Hours of incident
4	Breach of Security: example Information Technology			I	P	P	N	N	N	N	Within 4 Hours of incident	Within 8 Hours of incident
5	Major crime committed on Town property i.e. Stolen Town property, vandalized property			I	P	P	N	N	N	N	Within 4 Hours of incident	Within 8 Hours of incident
6	Loss of eye, limb, or injury of employee, or caused by employee of the Town			I	P	P	N	N	P	N	Within 4 Hours of incident	Within 8 Hours of incident
7	Active shooter at any facility within the Town limits or any actual emergency related event requiring First Responders at any Town facility. Does not include false alarms.			I	P	P	N	N	N	N	Within 4 Hours of incident	Within 8 Hours of incident
8	Significant loss of Town services that affect Town residents: i.e. Loss of water main, environmental, sewer main, or power that can not be resolved in 4 hours or less.			I	P	P	N/A	N	N/A	N/A	Within 4 Hours of incident	Within 8 Hours of incident
9	Death or major injury resulting in an injury requiring trauma care and hospitalization on Town of Truro Property.			I	P	P	N	N	N	N	Within 4 Hours of incident	Within 8 Hours of incident
10	Shark Attack or drowning resulting in an injury requiring trauma care and hospitalization at a Beach within the boundaries of Truro.			I	P	P	N	N	N	N	Within 4 Hours of incident	Within 8 Hours of incident
11	Police Officer Involved Shooting or Death. Capital offenses or serious crimes resulting in injury/death, MV crashes resulting in serious injury/death, arrests or investigations involving a town worker/public official/notable person that would generate media interest, uses of force resulting in injury/death (detainee, arrestee, or bystander), and serious MV accidents involving a police or other town vehicle. Notification of serial criminal activity requiring greater notification of Town residents and Select Board.			I	P	P	N	N	N	N	Within 4 Hours of incident	Within 8 Hours of incident
Legend												
Immediate ("I"): Telephonic Notification. See POC Notification Matrix		PRIORITY ("P"): Email Notification. If no response is received within 30 Minutes, follow up with telephonic notification. See Notification Matrix										
Note: TM will notify SB and TC		NOTIFY ("N"): Email Notification. If no response is received within 2 Hours, follow up with telephonic notification. See Notification Matrix										

TM: Town Manager

ATM: Assistant Town Manager

SB: Select Board

TC: Town Counsel

PI: Public Information Team

HR: Human Resources

TI: Town Insurer

Town Manager's CIRs

Precedence: Priority (Within 1 Hour of Incident) The Following CIR's require priority notification to TM		Step 1: Telephonic Notification of TM	Step 2: 5 VVs Emailed to the TM	Step 3: Notifications							Step 4: Dep's SIR submitted to TM	Step 5: TM submits SIR to Distro
				TM	TC	ATM	PI	HR	SB	TI		
1	All issues where law enforcement is called regarding a Town facility or service.	PRIORITY 1 HOUR UPON ANY DEPARTMENTS DISCOVERY OF THE INCIDENT	WITHIN 2 HOUR ANY DEPARTMENTS DISCOVERY OF THE INCIDENT dtangeman@truro-ma.gov	P	P	N	N	N/A	N/A	N	Within 4 Hours of incident	Within 8 Hours of incident
2	Mutual aid response of a non-routine basis: mutual aid was sought for events/crimes of a more serious nature, ones that would generate media interest (i.e., protest requiring outside officers), or those out of the ordinary (beyond routine events like detail coverage, BOLO's, etc.).			P	N	N	N	N/A	N	N/A	Within 4 Hours of incident	Within 8 Hours of incident
3	Power Outage/Storm of limited duration of that is resolved in less than 4 hours. Resolution estimates will be given by Eversource Emergency contact to determine expected duration.			P	N/A	N	N	N/A	N/A	N/A	Within 4 Hours of incident	Within 8 Hours of incident
4	Notification when Town Employee has been been arrested, discharged or status update of their condition. Department Heads.			P	P	N	N/A	P	N	N	Within 4 Hours of incident	Within 8 Hours of incident
5	Department Head contacted by Select Board or other elected or regulatory board member regarding any emergency service issue related to Town business.			P	N/A	N/A	N/A	N/A	N/A	N/A	Within 4 Hours of incident	Within 8 Hours of incident
6	Staff violations of Town Policy, MGL, other State/ federal laws. Town Counsel when necessary.			P	P	N	N/A	N	N/A	N/A	Within 4 Hours of incident	Within 8 Hours of incident
7	Complaints filed against employee or special municipal employee. The Town Manager will ensure that the Select Board receives copies of complaints addressed to the Board. See Select Board Policy #31 for additional guidance.			P	P	N	N/A	N	N/A	N	Within 4 Hours of incident	Within 8 Hours of incident
8	Litigation Against the Town: Summons, Notice of Filing, Notice of Appeal, etc. The Select Board is not involved or notified in pre-settlement or grievences related to personnel issues per Charter, except when it is related to the Town Manager.			P	P	N	N/A	N/A	N	N	Within 4 Hours of incident	Within 8 Hours of incident
9	Injury of public/ participant on Town Property or in a Town Program			P	P	N	N	N	N/A	N	Within 4 Hours of incident	Within 8 Hours of incident
10	Union Grievance/ Formal Employee Complaint			P	P	N	N/A	N	N/A	N	Within 4 Hours of incident	Within 8 Hours of incident
		Legend										
PRIORITY ("P"): Telephonic Notification. See POC Notification Matrix		NOTIFY ("N"): Email Notification. If no response is received within 2 Hours, follow up with telephonic notification. See Notification Matrix										

Town Manager's CIRs	
1	1.00
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3	1.00
4	1.00
5	1.00
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7	1.00
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9	1.00
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99	1.00
100	1.00

Precedence: Notify (Within 4 Hour of incident)The Following CIR's require priority notification to TM		Step 1:	Step 2:	Step 3: Notifications				Step 4:	Step 5:
		Telephonic Notification of TM	5 Ws Emailed to the TM	TM	ATM	HR	SB	Dep's SIR submitted to TM	TM submits SIR to Distro
1	Employee resignation	PRIORITY 4 HOUR UPON ANY DEPARTMENTS DISCOVERY OF THE INCIDENT	WITHIN 8 HOUR ANY DEPARTMENTS DISCOVERY OF THE INCIDENT dtangeman@truro-ma.gov	P	P	P	N/A	Within 8 Hours of incident	Within 24 Hours of incident
2	Criminal Record found on current/ prospective employee, volunteer or licensee that is being further considered for a position.			P	P	P	N/A	Within 8 Hours of incident	Within 24 Hours of incident
3	Hostile work environment			P	P	P	N/A	Within 8 Hours of incident	Within 24 Hours of incident
4	(FTE/PTE/TEMP&Volunteers). Select Board specifically notified of only Department Head hiring, termination or resignation. Details of seperation may be limited in communications due to confidentiality.			P	P	P	P	Within 8 Hours of incident	Within 24 Hours of incident
5	Department Head contacted by Select Board Member or other elected/regulatory board member on any non-emergency service issue related to Town business.			P	P	N/A	N/A	Within 8 Hours of incident	Within 24 Hours of incident
6	Request for staff support from a board or committee that does not come through the Town Manager's Office			P	P	N/A	N/A	Within 8 Hours of incident	Within 24 Hours of incident
7	Staff discipline administered up to and including termination			P	P	P	N/A	Within 8 Hours of incident	Within 24 Hours of incident
8	Town Manager out of office: Extended Vacation/Conference/Business			N/A	P	P	P	Notify 48 hours prior to departure	
Legend									
PRIORITY ("P"): Telephonic Notification. See POC Notification Matrix									

POC Notification Roster

Title	Name	Office	Cell	Email
Town Manager	Darrin Tangeman	508-349-7004		dtangeman@truro-ma.gov
Town Counsel	Giorgio			
Assistant Town Manager/Human Resources	Kelly Clark			ksclark@truro-ma.gov
Police Chief	Jamie Calise	508-487-8730		icalise@truro-ma.gov
Fire Chief	Tim Collins	508-487-6589		tcollins@truro-ma.gov
Select Board				
Select Board Chair	Sue Areson			sareson@truro-ma.gov
Select Board Vice Chair	Bob Weinstein			rweinstein@truro-ma.gov
Select Board Clerk	Nancy Medoff			nmedoff@truro-ma.gov
Select Board Member	Susan Girard-Irwin			sgirard-irwin@truro-ma.gov
Select Board Member	Stephanie Rein			srein@truro-ma.gov
Other Staff				
Public Works Director	Jarrold Cabral	508-349-2140		jcabral@truro-ma.gov
Health and Conservation Agent	Emily Beebe	508-214-0919		ebeebe@truro-ma.gov
Public Information Officer	Katie Riconda			kriconda@truro-ma.gov
Information Technology Director	David Wennerberg	508-214-0918		dwennerberg@truro-ma.gov
Recreation and Beach Director	Damion Clements	508-413-9512		dclements@truro-ma.gov
Building Commissioner	Rich Stevens			rstevens@truro-ma.gov
Harbor Master	Tony Jackett	508-349-2555		tjackett@truro-ma.gov

In ASB ordinance with Title 5, U.S.C. § 552a (Privacy Act of 1974) as implemented by the Federal Register, Town of Truro, 32 CFR Part 505; Final Rule, protected personal information (Home and business telephone numbers) will not be disclosed from this roster to anyone outside the Town of Truro. This phone roster will be kept in a secure place at all times. When updated, obsolete copies will be destroyed as required.

Serious Incident Report

5Ws (use format for every report)
Copy and Paste into email

Who was involved?

What happened?

When did it take place?

Where did it take place?

Why did that happen?

If applicable (How did it happen?):



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Darrin Tangeman, Town Manager

REQUESTED MEETING DATE: August 13, 2024

ITEM: Review, Approve and Sign Memorandum of Lease for 71 North Pamet Road and Authorize Release of Funds

EXPLANATION: At the 2023 Annual Town Meeting, voters approved Article 15: Acquisition of 71 North Pamet Road authorizing the Select Board: (a) to acquire, by purchase, gift or otherwise, title to certain improvements, including, but not limited to a single-family residence, located at 71 North Pamet Road, Truro, being Tax Map 47-134-0, and, further, to lease all or a portion of the land, utilities and other amenities associated with said improvements; (b) to transfer from free cash the sum of \$260,000.00 for the purpose of funding said acquisition and costs incidental or related thereto; (c) to authorize the Select Board to lease said property to employees of the Town, on such terms and conditions as the Select Board deems necessary or appropriate; and (d) to authorize the Select Board to enter into all agreements and execute any and all instruments on behalf of the Town as may be necessary or appropriate to effectuate this article.

The Truro Conservation Trust was gifted 71 North Pamet Road and offered the town a long-term lease for the home on the property. The home will be used for housing of the Town of Truro's workforce needs, with its initial tenants intended to be paramedics for the Town. The land itself will remain in the possession of the Trust. A \$260,000 transfer of available certified Free Cash will pay the costs of funding the acquisition.

The lease is now ready for Select Board review, approval and signature and the Board will need to authorize the release of funds. At the advice of Town Counsel, similar to the way funds were transferred for the Walsh Property Acquisition, the funds will be wired to KP Law to be held until the Memorandum of Lease is executed.

FINANCIAL SOURCE (IF APPLICABLE): A \$260,000 free cash transfer approved in Article 15 of the 2023 Annual Town Meeting

IMPACT IF NOT APPROVED: The Town will not acquire a lease for 71 North Pamet Road as town meeting voters authorized.

SUGGESTED ACTION: *MOTION TO approve and sign the Memorandum of Lease and Long Term Lease for 71 North Pamet Road and authorize the release of funds associated with the transaction.*

ATTACHMENTS:

1. Memorandum of Lease- 71 North Pamet Road
2. Long Term Lease- 71 North Pamet Road
3. Lease Sketch- 71 North Pamet Road

MEMORANDUM OF LEASE

In accordance with G.L. c. 183, §4, notice is hereby given of a Lease Agreement dated as of the 15th day of August, 2024 (the “Lease”), by and between the **Truro Conservation Trust**, a Massachusetts non-profit corporation, having an address of P.O. Box 327, North Truro, MA 02652 (“Landlord”) and the **Town of Truro**, a Massachusetts municipal corporation acting by and through its Select Board, having an address of 24 Town Hall Road, Truro, MA 02666 (“Tenant”).

The premises leased to Tenant consists of approximately 18,802 S.F.± and a single-family residence located thereon, shown on plans attached hereto as Exhibit A (the “Premises”), being a portion of a certain parcel of land located at 71 North Pamet Road, Truro, Massachusetts, and described in a Quitclaim Deed recorded with the Barnstable Registry District of the Land Court as Document 1,490,828 with Certificate of Title 234,368.

The term of the Lease is ninety-nine (99) years, commencing August 15, 2024 and terminating on August 14, 2123 (the “Term”).

Pursuant to the Lease, Tenant has a right of first refusal, for the duration of the Term, the terms and conditions of which are set forth in full in Exhibit B, attached hereto.

Executed by Landlord and Tenant as of the 15th day of August, 2024.

TENANT:

LANDLORD:

TOWN OF TRURO,
By its Select Board

TRURO CONSERVATION TRUST

Susan Areson, Chair

By: _____
Name: Alfred Gaechter
Title: Chairman

Robert Weinstein, Vice Chair

By: _____
Name: Eric Bingham
Title: Treasurer

Nancy Medoff, Clerk

Stephanie Rein, Member

Susan Girard-Irwin, Member

COMMONWEALTH OF MASSACHUSETTS

Barnstable, ss

On this _____ day of August, 2024, before me, the undersigned notary public, personally appeared _____, member of the Truro Select Board, as aforesaid, 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 the Town of Truro.

Notary Public

My Commission Expires:

COMMONWEALTH OF MASSACHUSETTS

Barnstable, ss.

On this ___ day of August, 2024, before me, the undersigned notary public, personally appeared Alfred Gaechter, Chairman of the Truro Conservation Trust, 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 signed it voluntarily for its stated purpose on behalf of the Truro Conservation Trust.

Notary Public

My Commission Expires:

COMMONWEALTH OF MASSACHUSETTS

Barnstable, ss.

On this ___ day of August, 2024, before me, the undersigned notary public, personally appeared Eric Bingham, Treasurer of the Truro Conservation Trust, 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 signed it voluntarily for its stated purpose on behalf of the Truro Conservation Trust.

Notary Public

My Commission Expires:

Exhibit A

Plans of Premises

Exhibit B

Terms of Right of First Refusal

(a) Landlord agrees for itself and all holders of any right, title or interest in the Premises or any portion thereof, whether direct or indirect, that Landlord or any such holder or holders shall give Tenant notice of any intention by Landlord or any such holder to sell, assign or otherwise transfer the Premises or any such right, title, interest or portion, setting forth all of the proposed terms and provisions thereof. Within thirty (30) days thereafter, Tenant may at its option notify Landlord that Tenant elects to purchase or accept transfer of the Premises ("Tenant's Notice"), such portion or such right, title or interest on the same terms and provisions as in such other offer, provided, however, that closing shall be the later of the date for closing pursuant to such offer and one hundred eighty (180) days from the date of Tenant's Notice. If Tenant does not exercise its option so to purchase or accept transfer, Landlord or such holder may thereupon sell, assign or transfer the Premises or such right, title, interest or portion on the terms and provisions set forth in the notice to Tenant (or such other terms and provisions which are less favorable to the purchaser or transferee than those offered to Tenant) at any time within one (1) year after such notice to Tenant to any person, firm or corporation wishing to purchase or accept transfer of same, but not on any other terms or provisions which are more favorable to the purchaser or transferee than those offered to Tenant or after said one (1) year period without again giving Tenant written notice and an opportunity to purchase or accept transfer as aforesaid, provided, however, that any such sale, assignment or transfer by Landlord or such holder shall be subject to this Lease, including, without limitation, the provisions of this Article. Any purported sale, assignment or other transfer in violation of this provision shall be null and void and of no force and effect.

(b) Any sale and conveyance by Landlord or such holder and purchase by Tenant as provided in this Article shall be closed as follows. Tenant shall, at 11:00 a.m. Eastern Standard Time on the date specified for closing by Tenant as provided above, at the Barnstable Registry of Deeds, or at another location as mutually agreed to in writing, pay the purchase price by delivering to Landlord or such holder one or more certified or cashier's checks aggregating the full amount of such purchase price payable to Landlord or such holder. In the event that any such proposed sale, assignment or other transfer includes deferred payment terms, Tenant may, if it elects, complete such purchase on the basis of such deferred payment terms. Simultaneously with such payment of the purchase price, Landlord or such holder shall convey to Tenant, by proper execution, delivery and recording of a Massachusetts quitclaim deed and all other necessary instruments, all valid and in proper form for recording, a good and clear record and marketable title to the Premises (or such rights, title, interests or portion, together with any casualty insurance proceeds or other damages and awards relating thereto in the event of any destruction or damage to or taking of the Premises), free from all restrictions, liens, encumbrances, rights, title and interests in others except as permitted by this Lease. Payment of all necessary recording fees and federal, state and local documentary stamp and other taxes incident to such conveyance, delivery and recording shall be made in accordance with local conveyancing practice as at the date of such closing.

LEASE

This Lease Agreement (this “Lease”), made as of the 15th day of August, 2024 (the “Effective Date”), by and between the **Truro Conservation Trust**, a Massachusetts non-profit corporation, having an address of P.O. Box 327, North Truro, MA 02652 (“Landlord”), and the **Town of Truro**, a Massachusetts municipal corporation, having an address of 24 Town Hall Road, Truro, MA 02666 (“Tenant”).

ARTICLE I PREMISES

Landlord does hereby demise, lease and let unto Tenant, and Tenant does hereby take and lease from Landlord, for the term and upon the rents, conditions and provisions herein contained, a portion of that certain property known and identified as 71 North Pamet Road, Truro (Assessor’s Parcel 47-134-0), containing 2.9 acres, more or less (the “Property”), said portion containing 18,802 S.F., more or less, and a single-family residence located thereon (the “Building”), and further shown on plans (3 sheets) attached hereto as Exhibit A, together with any and all rights, privileges, easements, appurtenances and rights of access to and egress from Pamet Road, or in any way benefiting, belonging or pertaining to said parcel of land, and including the right and easement to access, use, maintain, improve, repair and replace the well and septic system located on the Property. The land, together with all structures, improvements, additions, buildings and facilities which are now or hereafter located, constructed or installed on the Premises (the “Improvements”), and the foregoing rights, easements and appurtenances pertaining thereto, are hereinafter referred to collectively as the “Premises.” For the avoidance of doubt, except as expressly set forth herein, Tenant has no right under this Lease in and to the other land of Landlord contiguous to the Premises.

ARTICLE II USE OF PREMISES

Tenant shall have the right to use the Premises solely for the purpose of constructing, developing, maintaining and operating affordable and/or workforce rental housing thereon in accordance with the provisions of Article VII, and for no other purpose.

ARTICLE III TERM

Subject to the terms, provisions, covenants, and conditions of this Lease, Tenant shall have, hold, possess, and enjoy the Premises for a term of ninety-nine (99) years, which shall begin on the date of execution of this Lease (the Effective Date) and continue for a period of ninety-nine (99) years, unless sooner terminated as provided below (the “Term”). "Lease year," as used in this Lease, shall mean each of the successive twelve (12)-month periods during the Term, the first lease year to commence as above provided.

ARTICLE IV
DELIVERY OF POSSESSION

The Premises are delivered to Tenant and Tenant accepts the Premises in their present condition, "as is," it being agreed that Tenant has had an opportunity to examine and inspect the Premises, and waives all rights to object to the condition thereof and assumes all risks in connection therewith, without any representation or warranty, express or implied, in fact or by law, on the part of Landlord, and without recourse to Landlord. Landlord has made no representations or warranties of any kind with respect thereto and that Landlord shall have no obligation to do any work on, or make any improvements to or with respect to the Premises or the condition thereof.

ARTICLE V
RENT

5.1 Tenant agrees to pay to Landlord upon execution of this Lease an initial rent payment in the amount of \$260,000.00. Tenant also agrees to pay to Landlord, during the Term of this Lease and without previous demand, at such address as Landlord may from time to time designate in writing, a yearly rental in an amount of \$1.00 (the "Base Rent"). The yearly Base Rent shall be payable in advance on the Effective Date and on each anniversary of the Effective Date during the Term.

5.2 In addition, Tenant shall pay any fee, charge or other amount required to be paid in connection with the Premises as additional rent (the "Additional Rent"). Base Rent and the Additional Rent are referred to together as the "Rent."

5.3 Except as stated otherwise, Tenant acknowledges and agrees that this is an absolute triple net lease, and that all costs, expenses and obligations of any kind relating to the Premises, including without limitation all construction, alterations, maintenance, repairs, restoration, reconstruction and replacements as hereinafter provided, which may arise or become due during the Term hereof, shall be paid by Tenant at Tenant's sole cost and expense. All payments of Rent shall be absolutely net to the Landlord so that this Lease shall yield to the Landlord the Rent herein specified in each year during the Term of this Lease free of any taxes, assessments, charges, impositions or deductions of any kind charged, assessed or imposed on or against the Premises. Except as stated otherwise, Landlord shall not be expected or required to pay any such charge, assessment or imposition, or furnish any services to the Premises or be under any obligation or liability hereunder.

ARTICLE VI
TAXES, ASSESSMENTS, AND UTILITIES

6.1 Tenant shall pay as Additional Rent, when due, all real estate taxes and all assessments, general and special, water and sewer charges, excises, levies, license and permit fees and all other governmental charges of any kind and nature which during the Term may be assessed, levied, imposed upon or become due with respect to, or become a lien on the Premises

and the Improvements from time to time during the Term on the Premises or the leasehold, or any part thereof, whether such charges are made directly to Tenant or through or in the name of Landlord. All such charges shall be referred to herein as "Impositions." Tenant shall pay all of the Impositions before any fine, penalty, interest, or cost may be added for nonpayment and shall furnish to Landlord, on request, official receipts or other satisfactory proof evidencing such payment. Nothing contained in this Lease shall prevent or prohibit Tenant from protesting the validity or amount of any Imposition against the Premises and Improvements or from taking such actions as may be required or permitted by law for enforcing and effecting a protest, provided that Tenant shall not withhold payment of any Imposition while any such contest or objection is pending. Notwithstanding the foregoing, Tenant may, if permitted or required by law, withhold the payment of any protested Imposition but only on the express condition that the withholding of payment shall be consented to by Landlord. Landlord's consent shall not be unreasonably withheld as long as Tenant proceeds in the protest in good faith, according to statute, and provides a letter of credit, bond or other monetary security reasonably satisfactory to Landlord to ensure that fines and penalties are not imposed on against the Premises and/or that the Premises and the Improvements thereon are in danger of being sold, forfeited, or lost by reason of such proceedings.

6.2 Tenant shall pay promptly when due all taxes which may be imposed upon personal property (including fixtures taxed as personal property) in, on or within the Premises directly to the assessing party.

6.3 Tenant shall pay, or shall cause to be paid, directly to the utility provider, all charges by any public authority or public or private utility for water, electricity, telephone, gas, sewer and other services supplied or rendered to the Premises, and service inspections made therefor, whether called charge, rate, tax, betterment, assessment, fee or otherwise and whether such charges are made directly to Tenant or through or in the name of Landlord ("Utility Charges"). Landlord agrees to provide reasonable access easements over the Premises to utility companies for the purposes of bringing and connecting utility service to the Premises.

6.4 Landlord shall not be required to furnish to Tenant any facilities or services of any kind whatsoever during the Term, such as, but not limited to, water, steam, heat, gas, hot water, electricity, light and power. Landlord makes no representation or warranty that existing sources of supply, distribution points or utilities are adequate or sufficient to supply the Premises.

ARTICLE VII PERMITTED USES

7.1 Permitted Uses of the Premises shall be limited to constructing, developing, operating and maintaining an affordable housing and/or workforce rental unit, and for no other purpose. Tenant may retain a third party to manage the day to day operations at the Premises, e.g., to collect rent, hire vendors to service the utilities, pay bills associated with the Premises. Tenant remains responsible to ensure the property is in good condition in accordance with the terms of this Lease.

7.2 Tenant covenants and agrees to secure and maintain on file for inspection and copying by Landlord such information, reports and certifications as Landlord may reasonably require in writing in order to ensure that the affordability commitments are being complied with. Tenant further covenants and agrees to notify Landlord in writing if Tenant discovers non-compliance with any restrictions hereunder.

ARTICLE VIII MAINTENANCE

Except as otherwise provided herein, throughout the Term of this Lease, Tenant, at its sole cost and expense, shall maintain the Premises and all roadways, sidewalks, curbs, landscaped areas, fences and entranceways on the Premises in good order and condition, except for reasonable wear and tear, damage from an Appropriation, as defined in Article XII below, or from fire or other casualty after the last repair, replacement, restoration or renewal required to be made by Tenant pursuant to its obligations hereunder, and shall make all necessary repairs thereto, interior and exterior, structural and non-structural, ordinary and extraordinary, and foreseen and unforeseen in order to keep the Premises in safe, clean, sanitary, and operable condition throughout the Term of this Lease. Without limitation, Tenant shall keep the driveways and sidewalks on the Premises in good order and condition and shall be responsible for removing ice and snow therefrom. Tenant shall keep the Premises free of accumulations of dirt and rubbish, and shall use all reasonable precautions to prevent waste, damage or injury to the Premises.

ARTICLE IX IMPROVEMENTS

(a) Tenant shall have the right, at any time and from time to time during the Term of this Lease, at its own cost and expense, to construct, reconstruct, demolish, remove, replace, remodel or rebuild on any part or all of the Premises, such buildings, structures, parking areas, driveways, walks and other improvements of any nature as Tenant in Tenant's sole discretion shall consider appropriate for the Permitted Uses but subject to the provisions of paragraph (b) below.

(b) Except as provided for otherwise in this Lease, no improvements may be constructed or erected on or at the Premises unless Tenant has submitted detailed plans, drawings and specifications showing the improvements and such other items as Landlord may reasonably request, and a proposed construction schedule (the "Plans and Specifications") to Landlord at least forty-five (45) days prior to undertaking the same and has obtained Landlord's prior written consent thereto, which consent shall not be unreasonably withheld, conditioned, or delayed. In the event of disapproval, the Landlord shall give to the Tenant an itemized statement of reasons for disapproval within said forty-five (45) day period. The Tenant shall use reasonable efforts to cause such item(s) to be appropriately revised. The Landlord and Tenant agree to cooperate reasonably and in good faith with each other to resolve any objections of the other to such item and/or requested modifications by the other. If Landlord fails to disapprove the Plans and

Specifications within said forty-five (45) day period, said Plans and Specifications shall be deemed to be approved (the "Approved Plans and Specifications"). The review and approval by Landlord under this Lease shall be in addition to any other approvals required under all applicable federal, state and local laws, rules and regulations. The Approved Plans and Specifications shall be updated during the course of construction to reflect approved changes. Tenant reserves the right to maintain, and make exchanges and replacements of the improvements to the Premises which do not materially alter the Premises but Tenant shall nonetheless give notice of such proposed improvements to Landlord in reasonable detail, which may be by electronic mail.

(c) All improvements which may be constructed on the Premises by Tenant shall be the property of Tenant during the term hereof, provided, however any such improvements remaining upon the Premises at the expiration or sooner termination of this Lease shall become a part of the realty and shall be the property of Landlord.

(d) Landlord agrees to cooperate with Tenant (including, without limitation, by signing applications) in obtaining any necessary permits or approvals for any work which Tenant is permitted to perform pursuant to this Lease.

(e) Tenant shall cause to be discharged all mechanics' or materialmen's liens placed on the Premises on account of the construction of such improvements.

ARTICLE X INSURANCE AND INDEMNITY

10.1 Casualty Insurance. Tenant shall, at its sole expense, obtain and keep in force during the Term, "all-risk" property insurance coverage on the improvements at the Premises naming Tenant as the insured, and otherwise in the customary form for property insurance coverage of buildings of similar character in the Primary Metropolitan Statistical Area that includes the Landlord, naming Landlord as an additional insured. The amount of such insurance will be set forth on an "agreed amount endorsement" to the policy of such insurance and will not be less than 100% of the full replacement value of the Improvements, as determined from time to time.

10.2 Builder's Risk. During the period of any construction or structural alteration of the building at the Premises, Tenant shall also keep in full force and effect, at its sole cost and expense, "Builder's All Risk" insurance against loss or damage on a completed value non-reporting basis from such hazards and in such amounts as Landlord may reasonably require. Said insurance policy shall name the Landlord as an additional insured.

10.3 Liability Insurance. Throughout the Term of this Lease, Tenant shall maintain, for the benefit of Landlord and Tenant, and naming Landlord as an additional insured, the following insurance: (i) commercial general liability insurance, written on an occurrence basis, with a combined single limit of not less than One Million Dollars (\$1,000,000.00) for injury to or death of any one person, for injury to or death of any number of persons in one occurrence, and for damage to property, insuring against any and all liability of Landlord and Tenant, including,

without limitation, coverage for contractual liability and broad form property damage, with respect to the Premises or arising out of the maintenance, use, or occupancy of the Premises; and (ii) excess liability (so-called umbrella) coverage having a limit of Two Million Dollars (\$2,000,000.00) written on an occurrence basis. Such liability insurance shall be primary and not contributing to any insurance available to Landlord, and Landlord's insurance shall be in excess thereto.

10.4 Personal Property Insurance. Throughout the Term, Tenant shall maintain personal property insurance insuring all equipment, trade fixtures, inventory, fixtures and personal property located on or in the Premises for perils in amount at least equal to the full replacement cost thereof.

10.5 Insurance Carried by Contractors. During the construction of any improvements at the Premises, Tenant shall also require the general contractor to maintain (i) for the benefit of Tenant and Landlord, as additional insured, commercial general liability insurance, including products and completed operations coverage, against any claims for personal injury, death and property damage occurring upon, in or about the Premises and on, in and about the adjoining sidewalks and passageways during the construction for at least \$1,000,000 combined single limit, \$2,000,000 in the aggregate; (ii) worker's compensation in amounts required by statute; (iii) employer's liability insurance with limits of not less than Five Hundred Thousand (\$500,000); and (iv) automobile liability insurance, including the ownership, maintenance and operation of any automotive equipment, owned, hired or non-owned, in an amount not less than One Million Dollars (\$1,000,000) combined single limit.

10.6 Insurance Coverage Increases. On the fifth (5th) anniversary of the Commencement Date, and every five (5) years thereafter, or upon Landlord's reasonable request (which shall occur not more often than once every three (3) years), the limits of any of the above-mentioned insurance coverages may be increased at the written request of the Landlord to amounts reasonably requested by the Landlord, but not to exceed the amounts of coverage generally maintained at the time in question for similar residential developments or properties in Massachusetts.

10.7 Insurance Carriers, Policies. All insurance provided for in this Article X shall be effected under valid and enforceable policies, issued by insurers of recognized responsibility licensed and doing business in Massachusetts and having a so-called Best's Rating of "A" or better, or, if such rating is no longer issued, an equal or better rating by a successor insurance carrier rating service reasonably acceptable to Landlord. Tenant shall submit duplicate originals of all the policies required to be carried hereunder on the Commencement Date and on each anniversary thereof, or at Landlord's reasonable request.

10.8 Non-Cancellation. Each policy or binder issued by an insurer shall, to the extent obtainable, contain an agreement by the insurer that such policy shall not be canceled, non-renewed or substantially modified without at least thirty (30) days' prior written notice to Landlord and Tenant.

10.9 Landlord's Right to Pay Premiums. Tenant shall pay all of the premiums for all the policies of insurance referred to in this Article X, and the cost of such insurance shall be

deemed to be Additional Rent under this Lease; provided, however, that such insurance premiums may be paid by Tenant directly to its insurer, so long as Tenant makes such payment on or before the date such payment is due. In the event of the failure of Tenant, either to effect insurance in the names called for in this Lease or to pay the premiums for the insurance or to deliver the policies to Landlord, Landlord shall be entitled, but shall have no obligation, to effect such insurance and pay the premiums for the insurance without regard to any cure rights, which premiums shall be repayable to Landlord as Additional Rent on demand. Failure to repay the same shall carry with it the same consequence as failure to pay Rent.

10.10 Indemnification. Tenant shall, to the extent permitted by law, and except to the extent any claims are caused by the gross negligence or willful misconduct of the Landlord, its agents, representatives, and employees (together with the Landlord, the "Landlord Parties"), indemnify and hold harmless the Landlord and the Landlord Parties against and from any and all claims which may be imposed upon or incurred by or asserted against the Landlord or the Landlord Parties by reason of any of the following occurrences:

- (i) any work done or action taken during the Term of this Lease in, on or about the Premises or any part thereof, including during construction of the Improvements by Tenant or by any other party other than the Landlord Parties;
- (ii) any use, non-use, possession, occupation, condition, operation, maintenance or management of the Premises or any part thereof, including any sidewalk or curb on the Premises during the Term of this Lease by the Tenant;
- (iii) any negligence or willful misconduct on the part of Tenant or any of its agents, contractors, servants, employees, subtenants, occupants, operators, invitees, visitors, or users of any portion of the Premises, others acting by and through Tenant (together with the Tenant, the "Tenant Parties");
- (iv) any accident, injury or damage to any person or property occurring on the Premises or any part thereof, including any sidewalk or curb on the Premises, except to the extent the same occurs as a result of the gross negligence or wrongful act of any of the Landlord Parties; and
- (v) any failure on the part of Tenant to perform or comply with any of the covenants, agreements, terms, provisions, conditions or limitations contained in this Lease on its part to be performed or complied with.

The provisions of this Section 10.10 shall survive termination or expiration of this Lease.

ARTICLE XI DAMAGE OR DESTRUCTION

If the whole or any part of the Improvements used for the Permitted Uses are damaged or destroyed by any cause whatsoever, whether insured or uninsured, at any time during the Term of this Lease, Tenant shall, irrespective of insurance proceeds, promptly commence to replace or

repair such Improvements or any part thereof that is damaged or destroyed, and complete such repair and/or restoration with due diligence and at its sole cost and expense, with such changes, alterations or modifications as are reasonably determined by Tenant so long as such changes, alterations or modifications (a) do not diminish the overall utility for the Permitted Uses, and (b) are reasonably comparable to the quality of the Improvements that existed prior to the damage or destruction. The parties recognize that such damage or destruction may require emergency replacement or repair. Tenant will be entitled to all insurance proceeds in order to effect such replacement, modifications or alterations. If Tenant reasonably determines that the continued use of the Premises after such replacement and repair in substantially the same manner as conducted by Tenant prior to such damage or destruction will not be economic and feasible, Tenant may elect not to repair or replace the damaged Improvements and terminate this Lease by giving Landlord one hundred eighty (180) days written notice thereof, specifying the reasons for such termination, provided however that in such event Tenant shall have the right to use all or such portion of the Remaining Proceeds as is reasonably necessary to prevent any imminent danger to or at any buildings on the Premises, and (x) at Landlord's request, Tenant shall demolish any destroyed buildings and secure any damaged buildings, in each case to a safe condition reasonably satisfactory to Landlord and in compliance with any and all legal requirements, and (y) deliver to Landlord the insurance proceeds minus the reasonable costs of any such prevention of imminent danger, demolishing and/or securing of buildings and assign to Landlord all its right, title and interest to any other insurance proceeds as may be available.

Tenant's rights and obligations under this Article XI shall survive the termination of this Lease.

ARTICLE XII CONDEMNATION

(a) In the event of a taking of or damage to all or any part of the Premises by any public or quasi-public authority under any statute or by exercise of the power of eminent domain, whether by condemnation proceedings or otherwise, or any transfer of all or any part of the Premises made in anticipation of an exercise of the power of eminent domain (all of the foregoing being hereinafter referred to as an "Appropriation") during the term of this Lease, the rights and obligations of Landlord and Tenant with regard to such Appropriation, including rights to the award therefrom, shall be governed by this Article.

(b) If the whole of the Premises shall be so taken, this Lease shall automatically terminate as of the date possession is taken. In the event that a substantial portion of the Premises be taken by public or quasi-public authority, Tenant shall have the option to terminate this Lease as of the date Tenant shall be dispossessed from the Premises so taken. Such option to terminate shall be exercisable by Tenant at any time subsequent to the filing of the condemnation action and prior to the expiration of 120 days after the date of such dispossession by giving notice thereof to Landlord.

(c) In the event of an Appropriation, the compensation award for said taking shall be allocated between the Landlord and the Tenant based on their then respective interests in the Premises.

(d) Landlord hereby agrees to give Tenant notice of any pending condemnation proceedings and full opportunity to participate in all negotiations concerning settlement. Landlord will not, without the prior written consent of Tenant, settle any condemnation proceedings affecting the Premises.

ARTICLE XIII ASSIGNMENT, SUBLETTING

Tenant shall have the right to sublet all or any portion of the Premises without the Landlord's consent, provided said sub-lease and sub-Tenant complies with the provisions below and the provisions of Article VII of this Lease. Specifically, the Tenant may lease the Premises for affordable and/or workforce housing for an employee(s) of the Town of Truro. The term of any sub-lease shall not be less than six (6) months. The Tenant may not assign this Lease without the consent of Landlord, Landlord hereby agreeing that such consent may be withheld, conditioned or delayed for any reason.

ARTICLE XIV DEFAULTS; REMEDIES

(a) If Tenant shall default in the payment of any sum of money due hereunder and such default shall continue for a period of thirty (30) days after written notice thereof by Landlord, or if Tenant shall default in the performance or observance of any other provision of this Lease to be performed or observed by Tenant and such default shall continue for a period of sixty (60) days after written notice thereof by Landlord without being waived, or its effect cured, or the cure thereof commenced and diligently prosecuted thereafter, Landlord may, at Landlord's option, in addition to any other remedies available under law, serve upon Tenant a notice of termination which shall provide that unless the default specified in the notice of default and again specified in the notice of termination is cured within thirty (30) days after the date of receipt by Tenant of such notice of termination, the term of this Lease shall expire and terminate, as fully and with like effect as if the entire term of this Lease had lapsed. Upon such expiration and termination, Landlord lawfully may (notwithstanding any waiver of any former breach of covenant or waiver of the benefit hereof or consent in a former instance) and without further demand or notice enter into and upon the Premises or any part thereof in the name of the whole and repossess the same as of its former estate and expel Tenant and those claiming through or under it and remove its effects (forcibly if necessary) without being deemed guilty of any manner to trespass and without prejudice to any remedies which might otherwise be used for arrears of rent or preceding breach of covenant, and upon entry as aforesaid this Lease shall terminate. Landlord shall, however, in the event the Premises are occupied by a residential tenant, comply with the provisions of Chapter 186, and other applicable state and local laws, rules and regulations. Notwithstanding the foregoing, Landlord agrees, in light of Tenant paying upfront a substantial Base Rent, to negotiate in good faith with Tenant to address any alleged breach prior to exercising any remedies available to Landlord.

(b) No notice of default or notice of termination given hereunder shall be effective unless it shall specify in detail the claimed default.

ARTICLE XV
END OF TERM

Upon the expiration of this Lease or upon its earlier termination for any reason whatsoever, Tenant shall surrender and deliver up the Premises, all improvements thereon (except movable trade fixtures and personal property of Tenant or its subtenants) in good order, condition and repair except for reasonable wear and tear and except for damage caused by fire, casualty, eminent domain or Landlord's negligence or default

ARTICLE XVI
QUIET ENJOYMENT

Tenant, upon paying the Rent and all additional rent and other payments provided for herein and observing and performing all of the provisions of this Lease to be observed and performed by Tenant within applicable grace periods, shall quietly hold, occupy and enjoy the Premises and all of the rights relating thereto during the term, without hindrance or molestation by Landlord or any party claiming by, under or through Landlord.

ARTICLE XVII
PERFORMANCE OF TENANT'S OBLIGATIONS

Whenever in this Lease Tenant is obligated to perform any act, such act shall be deemed performed by Tenant if it causes the due performance thereof by another party.

ARTICLE XVIII
ESTOPPEL CERTIFICATE

Each of the parties shall at any time and from time to time upon not less than ten (10) days' prior written notice by the other, execute, acknowledge and deliver to such other party or to any entity designated by such party a statement in writing certifying that this Lease is unmodified and is in full force and effect (or if there shall have been modifications, that this Lease is in full force and effect as modified and stating the modifications), and the dates to which the Rent, additional rent and other payments due hereunder have been paid, and stating whether or not to the best knowledge of the signer of such certificate such other party is in default in performing, fulfilling or observing any of the provisions of this Lease, and, if in default, specifying each such default of which the signer may have knowledge, it being intended that any such statement may be relied upon by the party requesting it or by any prospective mortgagee or encumbrancer, purchaser, assignee or subtenant, and the contents of such statement shall be binding upon the party executing same.

ARTICLE XIX
PAYMENTS; NOTICE

All Rent, additional rent or other payments due hereunder shall be paid by mailing on or before the due date a check by regular mail, postage prepaid, and all notices and other communications shall be in writing and shall be deemed given and delivered, if mailed, three (3) days after mailed by registered or certified mail, postage and registration or certification charges prepaid, or if sent by a national overnight courier which maintains delivery records, the next business day following delivery to such courier, addressed to the parties as set forth above, except that either party may by written notice to the other designate another address which shall thereupon become the effective address of such party for the purposes of this Article.

ARTICLE XX
RIGHT OF FIRST REFUSAL

(a) Landlord agrees for itself and all holders of any right, title or interest in the Premises or any portion thereof, whether direct or indirect, that Landlord or any such holder or holders shall give Tenant notice of any intention by Landlord or any such holder to sell, assign or otherwise transfer the Premises or any such right, title, interest or portion, setting forth all of the proposed terms and provisions thereof. Within thirty (30) days thereafter, Tenant may at its option notify Landlord that Tenant elects to purchase or accept transfer of the Premises (“Tenant’s Notice”), such portion or such right, title or interest on the same terms and provisions as in such other offer, provided, however, that closing shall be the later of the date for closing pursuant to such offer and one hundred eighty (180) days from the date of Tenant’s Notice. If Tenant does not exercise its option so to purchase or accept transfer, Landlord or such holder may thereupon sell, assign or transfer the Premises or such right, title, interest or portion on the terms and provisions set forth in the notice to Tenant (or such other terms and provisions which are less favorable to the purchaser or transferee than those offered to Tenant) at any time within one (1) year after such notice to Tenant to any person, firm or corporation wishing to purchase or accept transfer of same, but not on any other terms or provisions which are more favorable to the purchaser or transferee than those offered to Tenant or after said one (1) year period without again giving Tenant written notice and an opportunity to purchase or accept transfer as aforesaid, provided, however, that any such sale, assignment or transfer by Landlord or such holder shall be subject to this Lease, including, without limitation, the provisions of this Article. Any purported sale, assignment or other transfer in violation of this provision shall be null and void and of no force and effect.

(b) Any sale and conveyance by Landlord or such holder and purchase by Tenant as provided in this Article shall be closed as follows. Tenant shall, at 11:00 a.m. Eastern Standard Time on the date specified for closing by Tenant as provided above, at the Barnstable Registry of Deeds, or at another location as mutually agreed to in writing, pay the purchase price by delivering to Landlord or such holder one or more certified or cashier’s checks aggregating the full amount of such purchase price payable to Landlord or such holder. In the event that any such proposed sale, assignment or other transfer includes deferred payment terms, Tenant may, if it elects, complete such purchase on the basis of such deferred payment terms. Simultaneously with such payment of the purchase price, Landlord or such holder shall convey to Tenant, by proper execution, delivery and recording of a Massachusetts quitclaim deed and all other

necessary instruments, all valid and in proper form for recording, a good and clear record and marketable title to the Premises (or such rights, title, interests or portion, together with any casualty insurance proceeds or other damages and awards relating thereto in the event of any destruction or damage to or taking of the Premises), free from all restrictions, liens, encumbrances, rights, title and interests in others except as permitted by this Lease. Payment of all necessary recording fees and federal, state and local documentary stamp and other taxes incident to such conveyance, delivery and recording shall be made in accordance with local conveyancing practice as at the date of such closing.

ARTICLE XXI NOTICE OF LEASE

Landlord and Tenant agree that a Memorandum of Lease, in the form attached hereto as Exhibit B, shall be executed, delivered and recorded with the Barnstable Registry of Deeds concurrently with execution of this Lease.

ARTICLE XXII LIMITATION OF OBLIGATIONS

No partner, trustee, officer, director or beneficiary of Landlord shall be personally liable under this Lease. Tenant shall look solely to Landlord's interest in the Premises in pursuit of its remedies upon an event of default hereunder, and the general assets of Landlord and its trustees, officers, directors or beneficiaries shall not be subject to levy, execution or other enforcement procedure for the satisfaction of the remedies of Tenant.

ARTICLE XXIII SUBTENANCIES

(a) Upon request by Tenant, Landlord agrees forthwith to execute and deliver to each subtenant designated by Tenant an agreement proposed by Tenant in recordable form and in form and substance satisfactory to Tenant and any such subtenant, consenting to such sublease and all amendments thereto and agreeing that no cancellation, termination or surrender of this Lease will terminate such sublease or otherwise disturb the tenancy created thereby and that, notwithstanding any default, expiration, termination, entry or other act or omission under, pursuant to or affecting this Lease, such subtenant shall not be disturbed in the peaceful enjoyment of the Premises by such sublease or such sublease terminated or cancelled at any time, except in the event that the sub-landlord shall have the right to terminate such sublease under the terms and provisions expressly set forth in such sublease, and, in such event, such sub-lessee will attorn to Landlord and recognize Landlord as landlord under such sublease. During any period in excess of 30 days during which Landlord shall so fail so to execute and deliver any such agreement, Tenant may withhold the payment of all rent, additional rent and other payments to or on behalf of Landlord until Landlord shall have executed and delivered all such instruments.

(b) If this Lease shall be terminated prior to the expiration of the Term for any reason, all rights of Tenant in and under any and all subleases made by Tenant shall cease and terminate and shall ipso facto vest in and thereafter belong to Landlord, and Tenant shall surrender to Landlord its executed copies of all such subleases. Landlord agrees that in the event it shall

succeed to Tenant's rights as sub-landlord under any such subleases, Landlord will perform, fulfill and observe all of the agreements of the sub-landlord thereunder and any such subtenant shall not be disturbed in the peaceful enjoyment of the Premises by such sublease or such sublease terminated or cancelled at any time except in the event the sub-landlord shall have the right to terminate the sublease under the terms and provisions expressly set forth in such sublease.

ARTICLE XXIV DEFINITION OF LANDLORD

As used herein, "Landlord" shall mean the owner for the time being of the Landlord's estate in the Premises and if such estate shall be sold or transferred, the seller or assignor shall thereupon be relieved of all obligations and liabilities hereunder thereafter arising or accruing, and the purchaser or assignee shall thereupon be deemed to have assumed and agreed to perform and observe all obligations and liabilities of Landlord hereunder.

ARTICLE XXV COOPERATION

Landlord will promptly sign any application for governmental permits or approvals reasonably requested by Tenant from time to time.

ARTICLE XXVI SEVERABILITY

If any term or provision of this Lease or the application thereof to any person, property or circumstance shall to any extent be invalid or unenforceable, the remainder of this Lease, or the application of such term or provision to persons, properties and circumstances other than those as to which it is invalid or unenforceable, shall not be affected thereby, and each term and provision of this Lease shall be valid and enforced to the fullest extent permitted by law.

ARTICLE XXVII WAIVER; AMENDMENT

All rights and remedies of both parties shall be cumulative and not alternative, in addition to and not exclusive of any other right or remedy to which such party may be lawfully entitled in case of any breach or threatened breach of any term or provision herein. The rights and remedies of both parties shall be continuing and not exhausted by any one or more uses thereof and may be exercised at any time or from time to time and as often as may be expedient. Any option or election to enforce any such right or remedy may be exercised or changed at any time or from time to time. This Lease sets forth the entire agreement by the parties, and no custom, act, forbearance, or words or silence at any time, gratuitous or otherwise, shall impose any additional obligation or liability upon either party or waive or release either party from any default in the performance, fulfillment or observance of any obligation or liability or operate as against either party as a supplement, alteration, amendment or change of any term or provision set forth herein, including this sentence, unless set forth in a written instrument duly executed by such party expressly stating that it is intended to impose such an additional obligation or liability or to

constitute such a waiver or release or that it is intended to operate as such a supplement, alteration, amendment or change.

ARTICLE XXVIII
HEIRS AND ASSIGNS

Each of the terms, covenants and conditions of this Lease shall extend to and be binding on and inure to the benefit of not only Landlord and Tenant, but each of their respective heirs, representatives, administrators, successors and assigns. Whenever in this Lease reference is made to either Landlord or Tenant, the reference shall be deemed to include, wherever applicable, the heirs, legal representatives, successors and assigns and such parties the same as if in every case expressed.

ARTICLE XXIX
NUMBER AND GENDER

Whenever the singular number is used in this Lease and when required by the context, the same shall include the plural, and the masculine gender shall include the feminine and neuter genders, and the word "person" shall include corporation, firm or association.

ARTICLE XXX
PARAGRAPH HEADINGS

The titles to the paragraphs of this Lease are not a part of this Lease and shall have no effect upon the construction or interpretation of any part hereof.

ARTICLE XXXI
GOVERNING LAW

This Lease and the performance thereof shall be governed, interpreted, construed and regulated by the laws of the Commonwealth of Massachusetts.

[Remainder of Page Intentionally Blank; Signature Pages Follow]

IN WITNESS WHEREOF, the parties have caused this Lease to be duly executed as a sealed instrument as of the day and year first above written.

LANDLORD:

Truro Conservation Trust

By: _____

Name: Alfred Gaechter

Title: Chairman

By: _____

Name: Eric Bingham

Title: Treasurer

TENANT:

Town of Truro,

By Its Select Board

Susan Areson, Chair

Robert Weinstein, Vice Chair

Nancy Medoff, Clerk

Stephanie Rein, Member

Susan Girard-Irwin, Member

Exhibit A

PLANS OF PREMISES

Exhibit B

MEMORANDUM OF LEASE

In accordance with G.L. c. 183, §4, notice is hereby given of a Lease Agreement dated as of _____, 2024 (the "Lease"), by and between the **Truro Conservation Trust**, a Massachusetts non-profit corporation, having an address of P.O. Box 327, North Truro, MA 02652 ("Landlord") and the **Town of Truro**, a Massachusetts municipal corporation acting by and through its Select Board, having an address of 24 Town Hall Road, Truro, MA 02666 ("Tenant").

The premises leased to Tenant consists of approximately 18,802 S.F.± and a single-family residence located thereon, shown on a plan attached hereto as Exhibit A (the "Premises"), being a portion of a certain parcel of land located at 71 North Pamet Road, Truro, Massachusetts, and described in an instrument recorded with the Barnstable Registry District of the Land Court as Certificate of Title _____.

The term of the Lease is ninety-nine (99) years, commencing _____, 2024 and terminating on _____, _____ (the "Term").

Pursuant to the Lease, Tenant has a right of first refusal, for the duration of the Term, the terms and conditions of which are set forth in full in Exhibit B, attached hereto.

Executed by Landlord and Tenant as of this ____ day of _____, 2024.

TENANT:

LANDLORD:

TOWN OF TRURO,
By its Select Board

TRURO CONSERVATION TRUST

By: _____
Name:
Title: President

By: _____
Name:
Title: Treasurer

COMMONWEALTH OF MASSACHUSETTS

Barnstable, ss

On this ____ day of _____, 2024, before me, the undersigned notary public, personally appeared _____, member of the Truro Select Board, as aforesaid, 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 the Town of Truro.

Notary Public

My Commission Expires:

COMMONWEALTH OF MASSACHUSETTS

Barnstable, ss

On this ____ day of _____, 2024, before me, the undersigned notary public, personally appeared _____, President of the Truro Conservation Trust, 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 signed it voluntarily for its stated purpose on behalf of the Truro Conservation Trust.

Notary Public

My Commission Expires:

COMMONWEALTH OF MASSACHUSETTS

Barnstable, ss

On this ____ day of _____, 2024, before me, the undersigned notary public, personally appeared _____, Treasurer of the Truro Conservation Trust, 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 signed it voluntarily for its stated purpose on behalf of the Truro Conservation Trust.

Notary Public

My Commission Expires:

Exhibit A

Plan of Premises

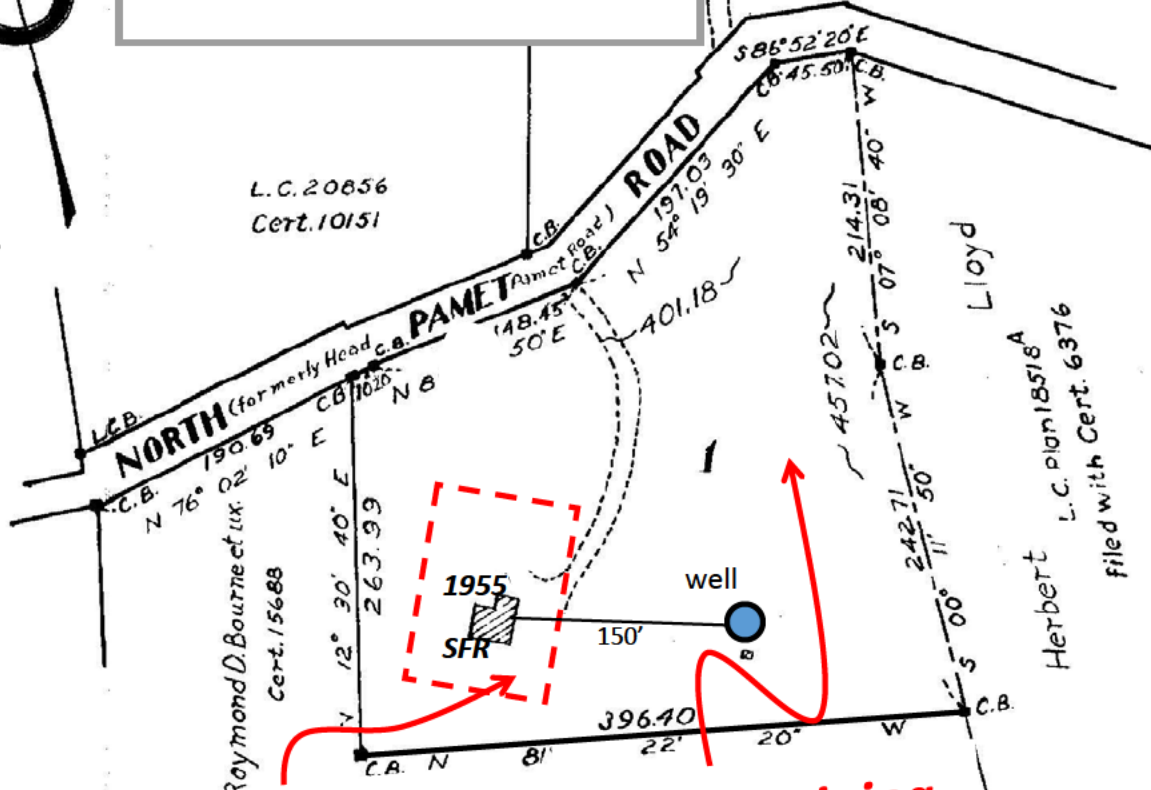
Exhibit B

Terms of Right of First Refusal

(a) Landlord agrees for itself and all holders of any right, title or interest in the Premises or any portion thereof, whether direct or indirect, that Landlord or any such holder or holders shall give Tenant notice of any intention by Landlord or any such holder to sell, assign or otherwise transfer the Premises or any such right, title, interest or portion, setting forth all of the proposed terms and provisions thereof. Within thirty (30) days thereafter, Tenant may at its option notify Landlord that Tenant elects to purchase or accept transfer of the Premises ("Tenant's Notice"), such portion or such right, title or interest on the same terms and provisions as in such other offer, provided, however, that closing shall be the later of the date for closing pursuant to such offer and one hundred eighty (180) days from the date of Tenant's Notice. If Tenant does not exercise its option so to purchase or accept transfer, Landlord or such holder may thereupon sell, assign or transfer the Premises or such right, title, interest or portion on the terms and provisions set forth in the notice to Tenant (or such other terms and provisions which are less favorable to the purchaser or transferee than those offered to Tenant) at any time within one (1) year after such notice to Tenant to any person, firm or corporation wishing to purchase or accept transfer of same, but not on any other terms or provisions which are more favorable to the purchaser or transferee than those offered to Tenant or after said one (1) year period without again giving Tenant written notice and an opportunity to purchase or accept transfer as aforesaid, provided, however, that any such sale, assignment or transfer by Landlord or such holder shall be subject to this Lease, including, without limitation, the provisions of this Article. Any purported sale, assignment or other transfer in violation of this provision shall be null and void and of no force and effect.

(b) Any sale and conveyance by Landlord or such holder and purchase by Tenant as provided in this Article shall be closed as follows. Tenant shall, at 11:00 a.m. Eastern Standard Time on the date specified for closing by Tenant as provided above, at the Barnstable Registry of Deeds, or at another location as mutually agreed to in writing, pay the purchase price by delivering to Landlord or such holder one or more certified or cashier's checks aggregating the full amount of such purchase price payable to Landlord or such holder. In the event that any such proposed sale, assignment or other transfer includes deferred payment terms, Tenant may, if it elects, complete such purchase on the basis of such deferred payment terms. Simultaneously with such payment of the purchase price, Landlord or such holder shall convey to Tenant, by proper execution, delivery and recording of a Massachusetts quitclaim deed and all other necessary instruments, all valid and in proper form for recording, a good and clear record and marketable title to the Premises (or such rights, title, interests or portion, together with any casualty insurance proceeds or other damages and awards relating thereto in the event of any destruction or damage to or taking of the Premises), free from all restrictions, liens, encumbrances, rights, title and interests in others except as permitted by this Lease. Payment of all necessary recording fees and federal, state and local documentary stamp and other taxes incident to such conveyance, delivery and recording shall be made in accordance with local conveyancing practice as at the date of such closing.

L. C. 19351
Cert. 7838



**Lease Area
(18,802 s.f.)
see detail in
Exhibit D**

**Remaining
Area (Lot 1)
(2.47 acres)**

August 1955

Separate certificates of title may be issued for land shown hereon as Lot 1.

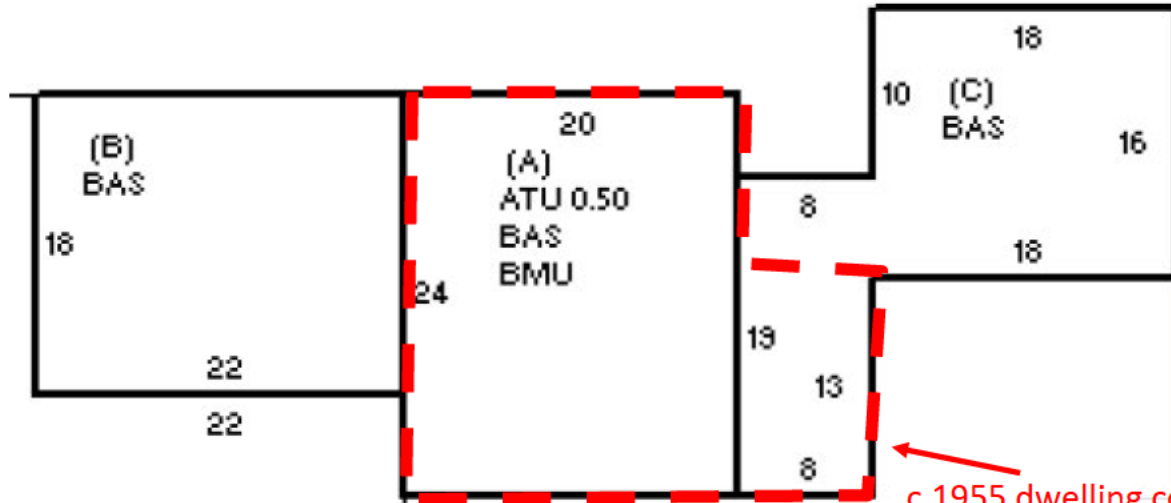
SEPT 2/1955

Copy of part of plan
filed in
LAND REGISTRATION OFFICE
SEPT 9, 1955
Scale of this plan 100 feet to an inch
C.M. Anderson, Engineer for Court

Pump house

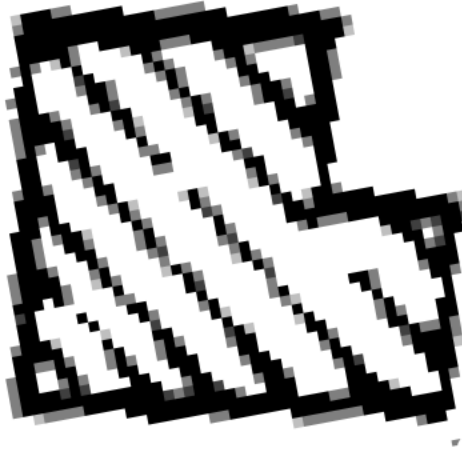
Sketch Plan of Lease Area to accompany Lease from Trustees of the Truro Conservation Trust to Town of Truro (MA), re: 71 North Pamet Road, Truro MA, (so-called ex-Fales property)
22 May 2024, showing relation of c. 1955 dwelling layout vs. 2024 layout after additions (one in 1981 per tax card)

EXHIBIT C



c.1955 dwelling configuration superimposed on current house layout as shown on 2024 Town of Truro Assessors' tax card

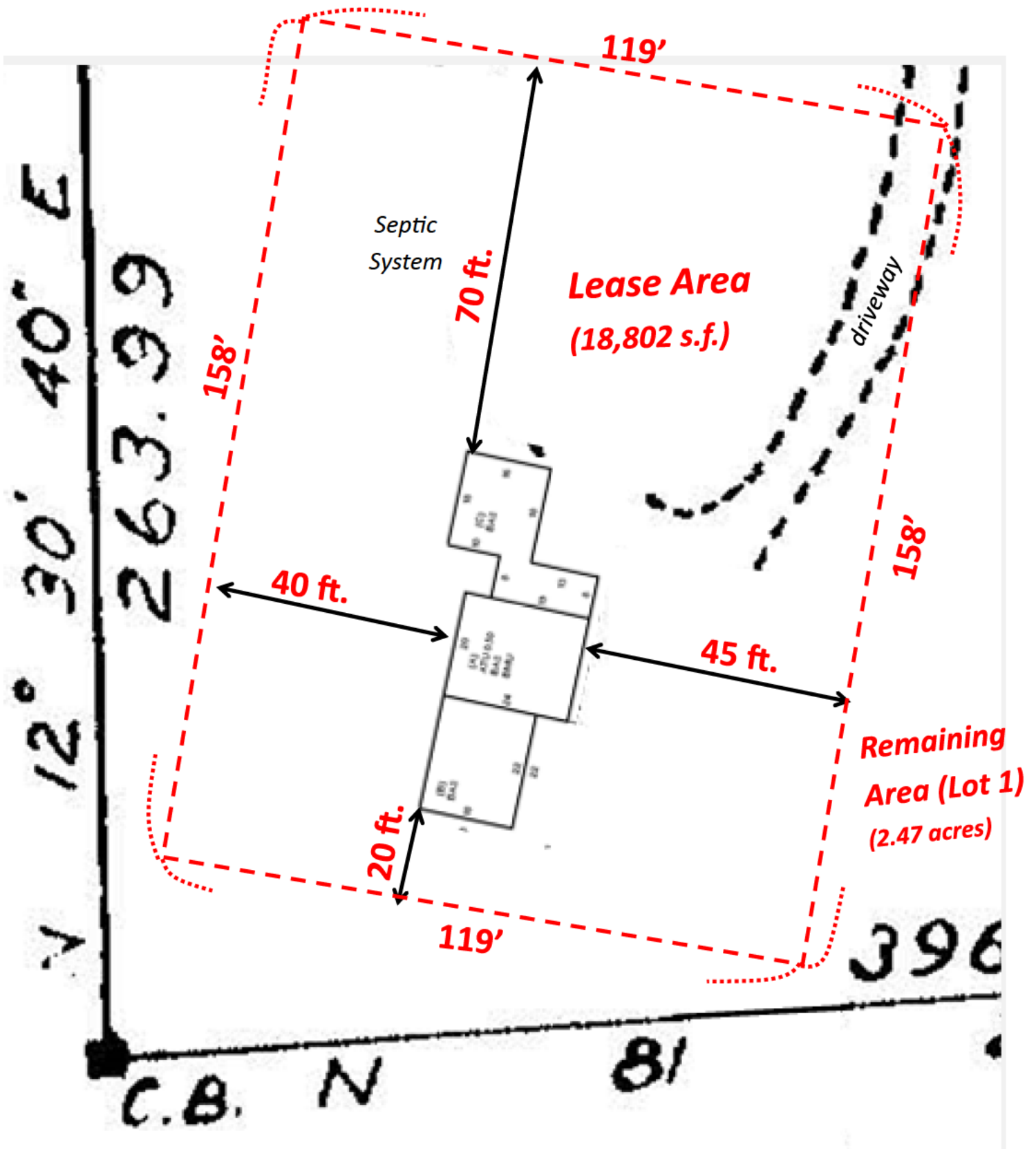
Dwelling configuration as it appears on the 1955 Land Court Plan

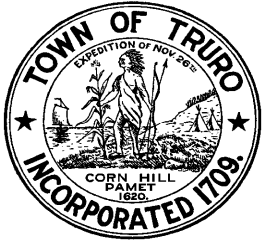


Sketch prepared 22 May 2024 by
M.H. Robinson, The Compact of Cape Cod
Conservation Trusts, Inc., for
The Truro Conservation Trust

Sketch Plan of Lease Area to accompany Lease from Trustees of the Truro Conservation Trust to Town of Truro (MA), re: 71 North Pamet Road, Truro MA, (so-called ex-Fales property)
22 May 2024, showing 2024 layout of existing house superimposed on 1955 Land Court Plan (to scale) and Lease Area

EXHIBIT D





TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Department of Public Works

REQUESTOR: Jarrod Cabral, DPW Director

REQUESTED MEETING DATE: August 13, 2024

ITEM: Review and Possible Approval of Curb Cut for 25 South Highland Road

EXPLANATION: Cape Cod Builders Inc was awarded a contract on June 11th, 2024. The next step in the process is the submission and approval of the curb cut application followed by the submission and issuance of the building permit.

Driveway access 13'6" wide with 1' clearing on either side

Driveway to maintain 13'6" width and terminate at both cottages

All storm water runoff to be contained by the existing catch basin along with an asphalt apron with a 1" negative pitch from the Town owned road.

Driveway materials: Reclaimed asphalt millings for base material, 3/8th native stone surface, abutting driveway access areas to be planted with native plants and shrubs in coordination with finished landscape installation. DPW to consult with the Conservation Department regarding finished landscape plants and shrubs.

FINANCIAL SOURCE (IF APPLICABLE): Underutilized Properties grant and the Affordable Housing Trust Fund.

IMPACT IF NOT APPROVED: Housing project will not move forward.

SUGGESTED ACTION: *Motion to Approve the Curb Cut Application for 25 South Highland Road and Authorize the Chair to Sign Electronically.*

ATTACHMENTS:

1. Curb cut application
2. Boundary Survey
3. Site Clearing Stakeout Worksheet

TOWN OF TRURO
APPLICATION FOR A CURB CUT PERMIT

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

Date: July 26, 2024

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

RECEIVED
JUL 26 2024
TOWN OF TRURO

Re: **APPLICATION FOR A CURB CUT**

Dear Board Members:

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

Owners Name(s) (Please Print): Town of Truro

Address: 24 Town Hall Rd

Phone Number: 508 214 0400

Email Address: _____

Curb Cut Street Location: 25 So Highland RD

Affected Town or State road: So Highland

Truro Assessor's Map Number: 040 Parcel Number: 169

Name of contractor: Town of Truro

Contractor Phone Number: 508 214 0400

Contractor Email: jcabral@truro-ma.gov

Reason/explanation: New curb cut installation

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

Applicant's Signature: _____


Owner's Signature (if different): _____ Date: July 26, 2024

Owner's Address (if different): _____

FOR TOWN STAFF/BOARD USE ONLY

DEPARTMENT APPROVALS

Building Commissioner Approval

☒ Approved _____ Disapproved _____ Building Permit Number _____

 _____ Date _____
 Building Commissioner

Chief of Police Approval

I, or my delegate, has conducted an on-site visit. I have reviewed the submitted plan and curb cut location. The proposed curb cut does not create any identifiable impediments for law enforcement access to the home or property.

_____ Approved _____ Disapproved _____ Not Applicable _____
 _____ Date _____
 Chief of Police
** signed on next page **


Fire Chief Approval

I, or my delegate, has conducted an on-site visit. I have reviewed the submitted plan and curb cut location. The proposed curb cut does not create any identifiable impediments for fire and emergency services to access the home or property.


☒ Approved _____ Disapproved _____ Not Applicable _____

 _____ Date 2 Aug 2024
 Fire Chief

Health & Conservation Agent Approval

_____ Approved _____ Disapproved _____ Not Applicable _____

 _____ Date _____
 Health & Conservation Agent

Public Works Director Approval

_____ Approved _____ Disapproved _____ Not Applicable _____

 _____ Date _____
 Public Works Director

Town Manager Approval

_____ Approved _____ Disapproved _____
 _____ Date _____
 Town Manager

Select Board Approval

_____ Approved _____ Disapproved _____
 _____ Date _____
 Select Board Chair

PROPERTY ADDRESS _____

FOR TOWN STAFF/BOARD USE ONLY

DEPARTMENT APPROVALS

Building Commissioner Approval

☒ Approved _____


Building Commissioner

Disapproved _____

Building
Permit
Number _____

Date

Chief of Police Approval

I, or my delegate, has conducted an on-site visit. I have reviewed the submitted plan and curb cut location. The proposed curb cut does not create any identifiable impediments for law enforcement access to the home or property.

☒ Approved _____


Chief of Police

Disapproved _____

Not
Applicable

July 31, 2024
Date

Fire Chief Approval

I, or my delegate, has conducted an on-site visit. I have reviewed the submitted plan and curb cut location. The proposed curb cut does not create any identifiable impediments for fire and emergency services to access the home or property.

Approved _____

Fire Chief

Disapproved _____

Not
Applicable

Date

Health & Conservation Agent Approval

Approved _____

Health & Conservation Agent

Disapproved _____

Not
Applicable

Date

Public Works Director Approval

☒ Approved _____


Public Works Director

Disapproved _____

Not
Applicable

Date

Town Manager Approval

Approved _____

Town Manager

Disapproved _____

Date

Select Board Approval

Approved _____

Select Board Chair

Disapproved _____

Date

PROPERTY ADDRESS _____

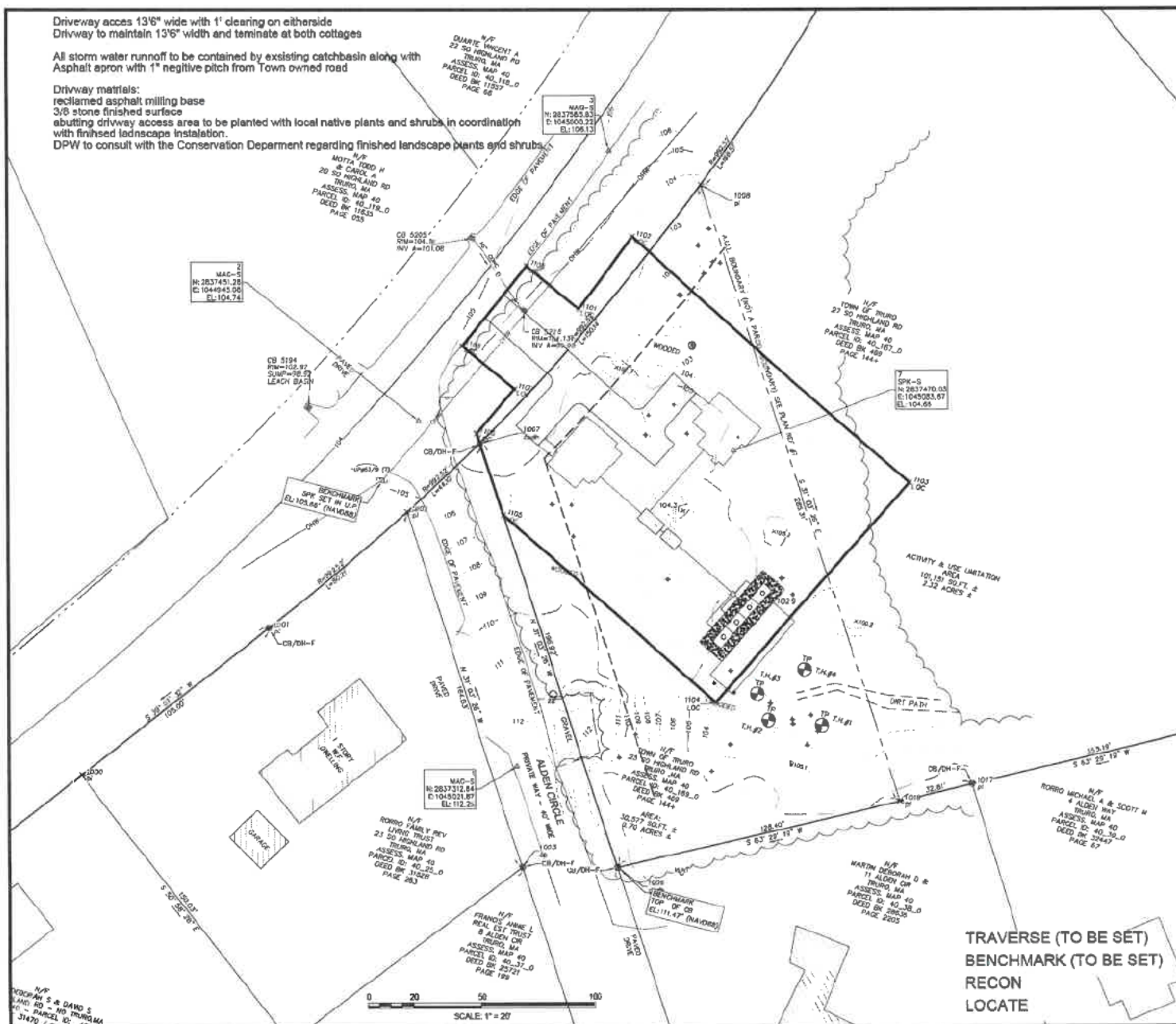
Driveway materials:
reclaimed asphalt milling base
3/8" stone finished surface
abutting driveway access area to be planted with local native plants and shrubs in coordination with finished landscape installation.
DPW to consult with the Conservation Department regarding finished landscape plants and shrubs

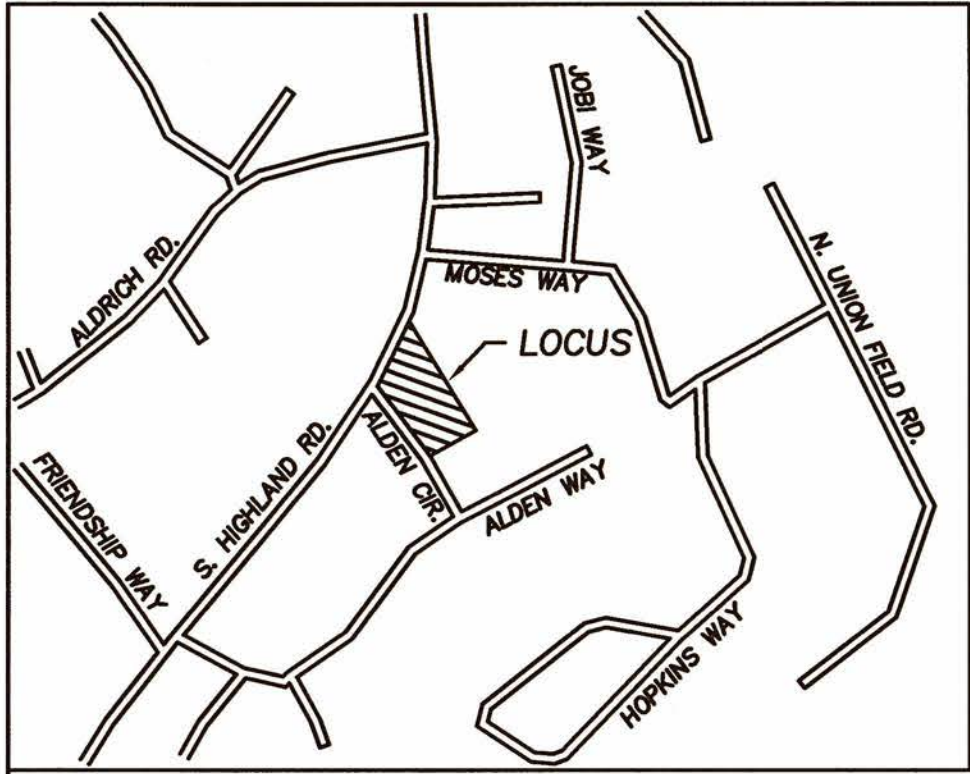


ALPHA
SURVEY GROUP
Accuracy | Experience | Quality

PREPARED BY
ALPHA SURVEY GROUP, LLC
695 WAREHAM STREET
MIDDLEBOROUGH, MA 02346
T: (508) 295-5505
F: (508) 295-5535
WWW.ALPHAS.COM

FIELD TASKS		✓
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[illegible]



NOTES:

- 1) THE INFORMATION SHOWN HEREON IS BASED ON AN ON-THE-GROUND SURVEY PERFORMED BETWEEN OCTOBER 27 AND 31, 2022, BY ALPHA SURVEY GROUP.
- 2) THE HORIZONTAL DATUM FOR THIS PROJECT IS THE MASSACHUSETTS STATE PLANE COORDINATE SYSTEM REFERENCED TO THE NORTH AMERICAN DATUM OF 1983 (NAD83), CORS ADJUSTMENT (NA2011/GEIOD 12B) AS DETERMINED BY REDUNDANT GPS OBSERVATIONS MADE ON OCTOBER 27, 2022 UTILIZING MACORS REAL TIME NETWORK.
- 3) THE VERTICAL DATUM FOR THIS PROJECT IS REFERENCED TO THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD88), CORS ADJUSTMENT (NA2011/GEIOD 12B) AS DETERMINED BY REDUNDANT GPS OBSERVATIONS MADE ON OCTOBER 27, 2022 UTILIZING MACORS REAL TIME NETWORK.
- 4) THIS PLAN IS RELEASED ON A PRELIMINARY BASIS AND IS SUBJECT TO REVISION.

DRAWING LEGEND

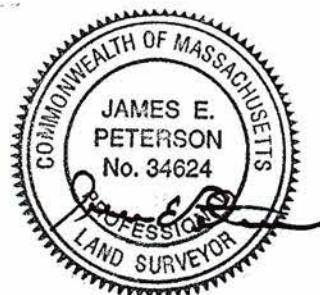
UTILITY POLE	
CATCH BASIN	
OVERHEAD ELECTRIC	
TREELINE	
SPOT GRADE	X 100.00
FOUND	-F
CONCRETE BOUND	CB
DRILL HOLE	DH
PARKER-KALON NAIL	PK
MAG NAIL	MAG
BENCHMARK	
TRAVERSE (CONTROL) POINT	
SIGN	
ACTIVITY & USE LIMITATION	

PLAN REFERENCES:

- 1) PB. 598 P. 23 - PLAN OF LAND SHOWING AREA TO BE RESTRICTED BY AN ACTIVITY & USE LIMITATION. PREPARED FOR TOWN OF TRURO, DATED 3/28/05.
- 2) PB. 174 P. 145 - PLAN OF LAND IN TRURO. PREPARED BY FRANCIS J. ALVES, DATED FEBRUARY 1963.
- 3) PB. 261 P. 24 - SUBDIVISION PLAN OF LAND IN NO. TRURO. PREPARED FOR STEPHEN R. PERRY, DATED MAY 22, 1972.
- 4) PB. 261 P. 86 - SUBDIVISION PLAN OF LAND IN NORTH TRURO. PREPARED FOR JOSEPH A. COLLIANO AND WILLIS C. HASTINGS, DATED JUNE, 1972.
- 5) PB. 264 P. 3 & 4 - PLAN OF LAND IN TRURO. PREPARED BY W.G. SLADE, DATED OCT 26, 1966. LCC 34777A.
- 6) PB. 106 P.91-93 - PLAN OF ROAD IN THE TOWN OF TRURO, BARNSTABLE COUNTY, LAID OUT BY THE COUNTY COMMISSIONERS. DATED OCT, 20, 1952.

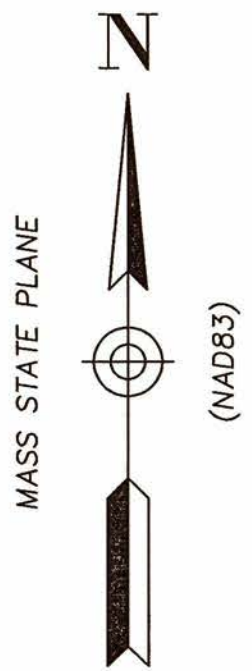
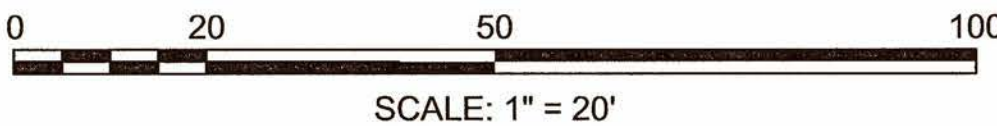
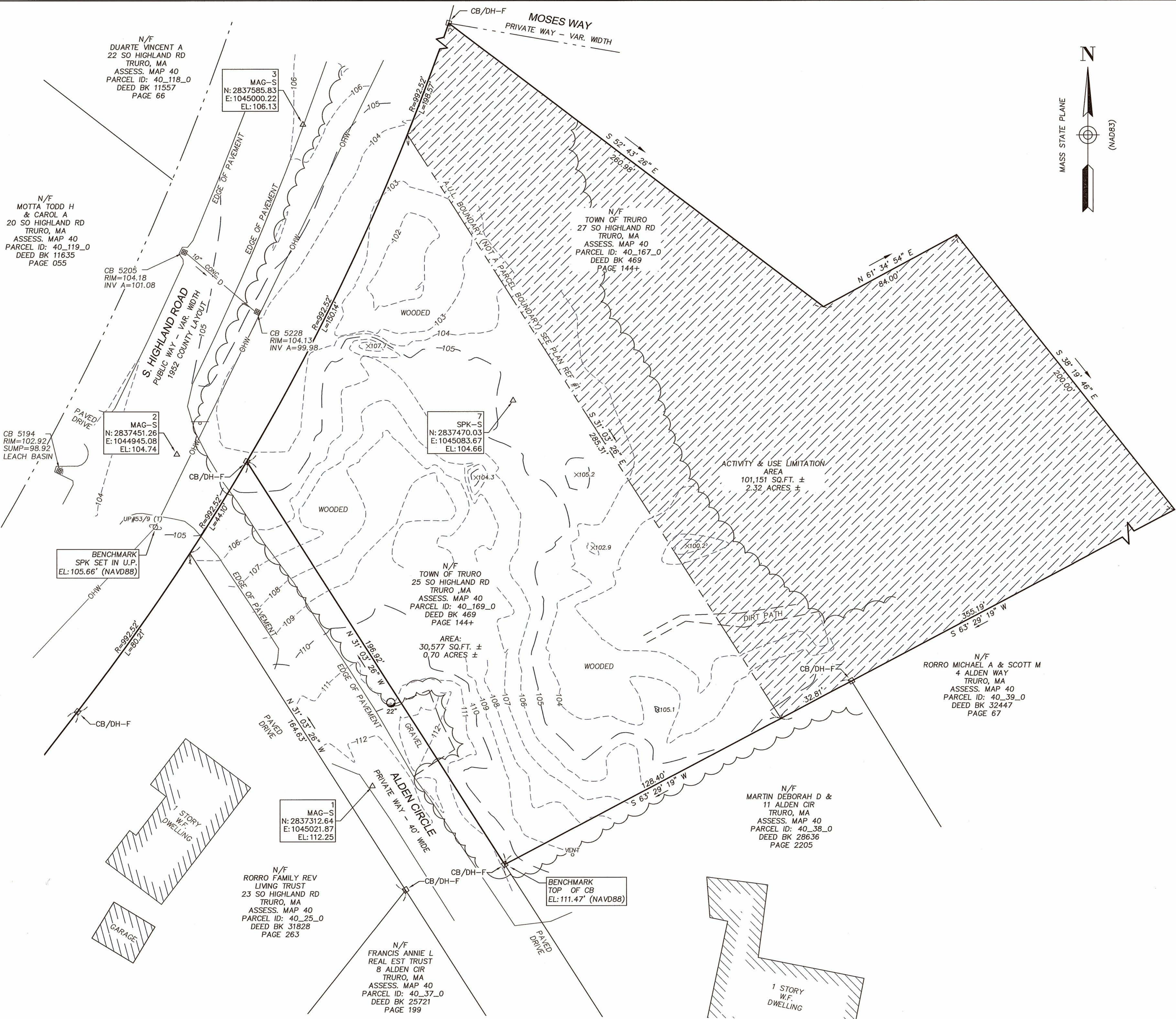
UTILITY NOTES:

- 1) NO UTILITY RESEARCH WAS PERFORMED FOR THIS PROJECT. INVERTS SHOWN HEREON ARE BASED ON FIELD OBSERVATIONS MADE BY ALPHA SURVEY ON OCTOBER 31, 2022.
- 2) ALL UNDERGROUND UTILITIES SHOWN ARE APPROXIMATE ONLY. ACTUAL LOCATIONS MUST BE DETERMINED IN THE FIELD. BEFORE DESIGNING, EXCAVATING, BLASTING, INSTALLING, BACK FILLING, GRADING, PAVEMENT RESTORATION OR REPAIRING, ALL UTILITY COMPANIES, PUBLIC & PRIVATE, MUST BE NOTIFIED INCLUDING THOSE IN CONTROL OF UTILITIES NOT SHOWN ON THIS PLAN. SEE CHAPTER 370, ACTS OF 1963, MASSACHUSETTS. ALPHA SURVEY GROUP, LLC ASSUMES NO RESPONSIBILITY FOR DAMAGES INCURRED AS A RESULT OF UTILITIES OMITTED OR INACCURATELY SHOWN. BEFORE FUTURE CONNECTIONS, THE APPROPRIATE UTILITY ENGINEERING DEPARTMENTS MUST BE CONSULTED. CALL "DIG SAFE" AT 811.



James E. Peterson
REGISTERED PROFESSIONAL LAND SURVEYOR
FOR ALPHA SURVEY GROUP, LLC

11/03/2022
DATE



EXISTING CONDITIONS & BOUNDARY SURVEY
25 SOUTH HIGHLAND RD.
TRURO, MA

PREPARED FOR
WESTON & SAMPSON
100 FOXBOROUGH BLVD.
SUITE 250
FOXBOROUGH, MA 02035

DATE: 11/03/2022
JOB NO: 22150
SHEET NO: 1 of 1
DWG. NO: 22150_FEC

CHECKED: JEP
FIELD: VT/JD/TS
DRAWN: GCA
SCALE: 1"=20'

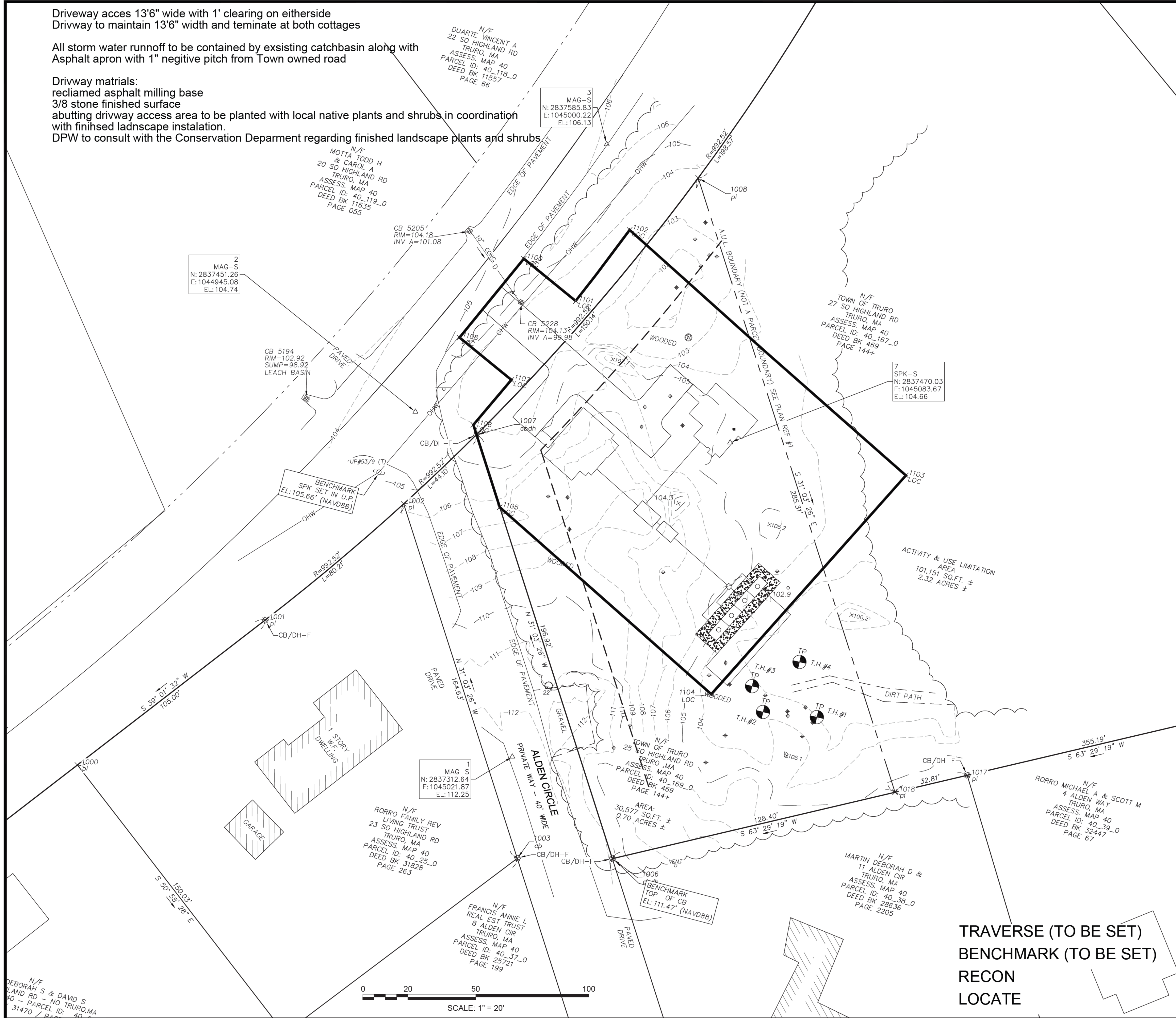
PREPARED BY
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WWW.ALPHASURVEY.COM

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SURVEY GROUP
Accuracy | Experience | Quality

Driveway acces 13'6" wide with 1' clearing on eitherside
Drivway to maintain 13'6" width and teminate at both cottages

All storm water runoff to be contained by exsisting catchbasin along with
Asphalt apron with 1" negative pitch from Town owned road

Drivway matrials:
recliamed asphalt milling base
3/8 stone finished surface
abutting driveway access area to be planted with local native plants and shrubs in coordination
with finihsed ladnscape instalation.
DPW to consult with the Conservation Department regarding finished landscape plants and shrubs



Agenda Item: 6C3

25 SO. HIGHLAND RD
TRURO
JOB # 22150
DATE: 2023-09-05
SCALE: 1"=20'



PREPARED FOR
WESTON & SAMPSON
ADDRESS LINE 1
ADDRESS LINE 2

PREPARED BY
ALPHA SURVEY GROUP, LLC
695 WAREHAM STREET
MIDDLEBOROUGH, MA 02346
T: (508) 295-5505
F: (508) 295-5535
WWW.ALPHALS.COM

FIELD TASKS

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FIELD LOG

DATE	CREW	TASKS PERFORMED	FB/PG

TRAVERSE (TO BE SET)
BENCHMARK (TO BE SET)
RECON
LOCATE



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Darrin Tangeman, Town Manager

REQUESTED MEETING DATE: August 13, 2024

ITEM: Discussion and Possible Amendment of Zoning Task Force Charge

EXPLANATION: On January 9, 2024 the Select Board established a Zoning Task Force charged with proposing ways to increase housing opportunities, housing production and economic development. The Zoning Task Force recruitment efforts have only fielded three applicants to date. The Board may wish to reduce the number of members in the Zoning Task Force from seven (7) to five (5) to mitigate the absence of more widespread interest in serving on the task force. A revised charge reflecting the changed membership composition is included for the Select Board's consideration.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The composition of the task force will continue to be seven members and vacancies may prohibit the task force from being able to meet and conduct business.

SUGGESTED ACTION: *MOTION TO approve the revised charge for the Ad Hoc Zoning Task Force as proposed.*

ATTACHMENTS:

1. Current Ad Hoc Zoning Task Force Charge
2. Draft Revised Ad Hoc Zoning Task Force Charge



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

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

Date: February 13, 2024

From: Select Board

To: Zoning Task Force

Re: Charge

In accordance with the Truro Town Charter, Chapter 6-6-4, the Truro Select Board hereby establishes an ad hoc Zoning Task Force, advisory to the Select Board.

The purpose of this task force is to propose ways to increase housing opportunities, housing production and economic development. It will focus on Truro's zoning and general bylaws and on the recommendations contained in the 2023 Local Comprehensive Plan, Housing Production Plan and Economic Development Plan.

ZONING TASK FORCE CHARGE

The task force shall:

- Review the town's zoning and general bylaws with a focus on provisions that may affect housing opportunities or production.
- Identify unclear, outdated and/or inconsistent zoning bylaw provisions in need of removal or replacement.
- Evaluate the recommendations in the most recent Local Comprehensive Plan, Housing Production Plan, Walsh Advisory Plan and Economic Development Plan with the goal of proposing specific bylaw or policy changes to promote housing and economic development opportunities.
- Work closely with relevant town boards and committees, community organizations and businesses.
- Draft bylaw and/or policy amendments for recommendation to the Select Board.
- Prepare an annual report for the Select Board outlining the proposed bylaw or policy changes. This report will be delivered with sufficient time for the Select Board to review and include proposed articles for the Annual Town Meeting warrants in 2025 and 2026.

Organization: The task force shall be composed of seven regular members and one alternate member, selected from all individuals who apply to serve. Applicants must be willing to invest consistent and substantial time and energy in the task force's work. The Select Board will appoint a liaison and the Town Manager will appoint a staff liaison.

Appointment: The Select Board shall appoint all the task force members to terms expiring on May 30, 2026, or at such time that the task force's charge is completed, whichever occurs first. The task force shall then be dissolved, unless the Select Board votes to extend the appointment period for one or more additional one-year periods.

Meetings: The task force will meet monthly or more frequently as needed to accomplish its work.

Progress updates: The task force will update the Select Board quarterly on the topics under consideration and progress made on its charge.



Kristen Reed, Chair



Susan Areson, Vice Chair



John Dundas, Clerk



Robert Weinstein



Stephanie Rein

Select Board
Town of Truro



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

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

Date: February 13, 2024; Revised August 13, 2024

From: Select Board

To: Zoning Task Force

Re: Charge

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- Work closely with relevant town boards and committees, community organizations and businesses.
- Draft bylaw and/or policy amendments for recommendation to the Select Board.
- Prepare an annual report for the Select Board outlining the proposed bylaw or policy changes. This report will be delivered with sufficient time for the Select Board to review and include proposed articles for the Annual Town Meeting warrants in 2025 and 2026.

Organization: The task force shall be composed of five regular members and one alternate member, selected from all individuals who apply to serve. Applicants must be willing to invest consistent and substantial time and energy in the task force's work. The Select Board will appoint a liaison and the Town Manager will appoint a staff liaison.

Appointment: The Select Board shall appoint all the task force members to terms expiring on May 30, 2026, or at such time that the task force's charge is completed, whichever occurs first. The task force shall then be dissolved, unless the Select Board votes to extend the appointment period for one or more additional one-year periods.

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Susan Areson, Chair

Robert Weinstein, Vice Chair

Nancy Medoff, Clerk

Susan Girard- Irwin

Stephanie Rein

Select Board
Town of Truro



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Darrin Tangeman, Town Manager

REQUESTED MEETING DATE: August 13, 2024

ITEM: Review and Possible Amendments to the Ad Hoc Walsh Property Advisory Committee Charge

EXPLANATION: At the Select Board's July 23, 2024 meeting, the Board appointed 5 of the 12 applicants to the Ad Hoc Walsh Property Advisory Committee as full members. The Board discussed possibly amending the committee's charge to add a second alternate member to the committee.

At tonight's meeting, the Board will consider whether to add a second alternate. A draft revised charge is included for the Board's consideration. This agenda item will impact Agenda Item 7A Interview and Possible Appointment of Alternate(s) to the Ad Hoc Walsh Property Advisory Committee.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: There will be one alternate on the Ad Hoc Walsh Property Advisory Committee

SUGGESTED ACTION: *MOTION TO revise the Ad Hoc Walsh Property Advisory Committee charge as proposed.*

ATTACHMENTS:

1. Current Ad Hoc Walsh Property Advisory Committee Charge
2. Draft Revised Ad Hoc Walsh Property Advisory Committee Charge



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

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

Ad Hoc Walsh Property Advisory Committee Charge

Adopted: May 14, 2024

In accordance with the Truro Town Charter, Section 6-4-4, and Article 6 of the October 21, 2023 Special Town Meeting (held on May 4, 2024), the Select Board hereby establishes the Walsh Property Advisory Committee as an ad-hoc committee.

Ad Hoc Walsh Property Advisory Committee

The Committee shall have five (5) members and one (1) alternate member appointed by the Select Board for a definite period of time, not to exceed two years. The Committee will be composed of at-large members where the Select Board will attempt to appoint a demographically diverse membership that best represents the broad and critical interests of the community. Should the Ad Hoc Walsh Property Advisory Committee not achieve their charge and purpose for which they were created, they may be reappointed for additional one-year terms until the charge is complete. The Committee shall function in conformance with the Town Charter.

The Committee will meet as needed to perform its functions. The Committee will meet at least quarterly or as requested. The Committee shall meet with the Town Manager (as an ex officio member of the Committee) or the Town Manager's designee and with the appropriate Town Department Heads and other Town stakeholder Committees to:

- a) Discuss the progress of implementation of the Town Meeting approved Walsh Property Plan and serve as a communications conduit between Town administration and the community and conduct outreach and engagement activities to keep the community informed on the progress of Walsh Property development.
- b) Review and collaborate with the Truro Housing Authority to update the Truro Housing Production Plan to reflect the current housing demand and make recommendations for future housing unit production levels for the second phase of the Walsh Property development based on the updated housing demand levels identified in the revised Housing Production Plan (HPP).
- c) Two members will participate on the request for proposals (RFP) evaluation committee and aid the Chief Procurement Officer in making recommendations for the final selection of development proposals for the Walsh Property.

d) The Committee shall provide quarterly progress reports as needed, advice, and counsel to the Select Board regarding the development of the Walsh Property. These reports will include progress and decisions made related to the Walsh Property on environmental, zoning, and land use decisions by federal and state agencies, Cape Cod Commission, and the Town's four regulatory bodies.

The Committee shall work with the Town Manager (as an ex officio member of the Committee) or the DPW Director and engineering firm on all appropriate phases of the development and implementation of the development process.

The quarterly report shall be presented in a timely manner to allow the Select Board to include those aspects of the Committee's findings that the Select Board deems appropriate in the annual update of Truro's Capital Improvement Plan (CIP), Annual Report, and future Town Meeting votes to fund related Walsh Property capital projects.



Kristen Reed, Chair



Susan Areson, Vice-Chair



John Dundas, Clerk



Stephanie Rein



Robert Weinstein

Truro Select Board



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

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

Ad Hoc Walsh Property Advisory Committee Charge

Adopted: May 14, 2024; Revised August 13, 2024

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Ad Hoc Walsh Property Advisory Committee

The Committee shall have five (5) members and two (2) alternate members appointed by the Select Board for a definite period of time, not to exceed two years. The Committee will be composed of at-large members where the Select Board will attempt to appoint a demographically diverse membership that best represents the broad and critical interests of the community. Should the Ad Hoc Walsh Property Advisory Committee not achieve their charge and purpose for which they were created, they may be reappointed for additional one-year terms until the charge is complete. The Committee shall function in conformance with the Town Charter.

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Susan Areson, Chair

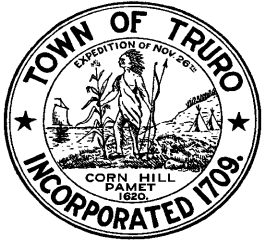
Robert Weinstein, Vice-Chair

Nancy Medoff, Clerk

Stephanie Rein

Susan Girard- Irwin

Truro Select Board



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Darrin Tangeman, Town Manager

REQUESTED MEETING DATE: August 13, 2024

ITEM: Interview and Possible Appointment of Alternate(s) to the Ad Hoc Walsh Property Advisory Committee

EXPLANATION: At the July 23, 2024 Select Board meeting, the members voted to table the appointment of an alternate to the Ad Hoc Walsh Property Advisory Committee and discussed potentially adding a second alternate to the committee. The Select Board may wish to appoint (1) alternate if the charge is not revised during Agenda Item 6E or (2) alternates if it is revised. If (2) alternates are appointed, staff recommend designating them as Alternate #1 and Alternate #2 to clarify that Alternate #1 has priority in voting on matters when an alternate's vote is needed. The applicants are: David Bannard, Eileen Breslin, Anne (Alexa) Elam, Mark Gebhardt, Anne Greenbaum, Cass Johnson, and Jonathon Winder.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: There will be no alternate(s) appointed to the Ad Hoc Walsh Property Advisory Committee

SUGGESTED ACTION: (Contingent on revisions to the Charge in Agenda Item 6E)

Motion to appoint XXX as Alternate #1 to the Ad Hoc Walsh Property Advisory Committee for a one-year term expiring June 30, 2025.

and

Motion to appoint XXX as Alternate #2 to the Ad Hoc Walsh Property Advisory Committee for a one-year term expiring June 30, 2025.

(If the charge is not revised)

Motion to appoint XXX as an Alternate to the Ad Hoc Walsh Property Advisory Committee for a one-year term expiring June 30, 2025.

ATTACHMENTS:

1. Application to Serve-David Bannard
2. Application to Serve-Eileen Breslin
3. Application to Serve-Anne (Alexa) Elam
4. Application to Serve-Mark Gebhardt
5. Application to Serve-Anne Greenbaum
6. Application to Serve-Cass Johnson
7. Application to Serve-Jonathon Winder

Application to Serve on a Board or Committee

Applicant Information

Last Name	<input type="text" value="Bannard"/>
First Name	<input type="text" value="David"/>
Middle Initial	<input type="text" value="Y"/>
Email Address	<input type="text"/>
Phone Number	<input type="text"/>
Address (Street)	<input type="text" value="4 Yellow Brick Road"/>
Address (City)	<input type="text" value="North Truro"/>
Address (State)	<input type="text" value="MA"/>
Address (Zip Code)	<input type="text" value="02652"/>
Mailing Address (Please indicate box number and zip code)	<input type="text" value="PO Box 309, 02652-0309"/>

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

Are you a full-time resident of Truro?

☒ Yes ☐ No

Are you registered to vote in Truro?

☒ Yes ☐ No

ACORD 300-NATL-441233

ADMINISTRATIVE OFFICE
TOWN OF TRURO

Board/ Committee Information

What Board/ Committee Are You Applying For?

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

I have recently retired from the full-time practice of law and I am very interested in getting more involved in Town matters and giving back to Truro. I currently serve on the Charter Review Committee. I am also very interested in development of affordable housing here on the Outer Cape and have been involved with Habitat for many years. This is a perfect opportunity for me to give back to our Town.

Have you attended a meeting of the committee listed above?

☐ Yes ☒ No

Have you read the charge of the committee?

☒ Yes ☐ No

Have you spoken with the chair or any committee members solely to get a sense of the work involved?

☐ Yes ☒ No

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

☒ Yes ☐ No

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

☒ Yes ☐ No

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

With the election of 2 new members of the Select Board, I expect that there will be revisions to the Goals, and I will be most interested in reviewing those revised Goals.

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

I am interested in the Zoning Board, but if selected to serve on the Walsh Committee, I expect that I will not have time for the ZBA, too.

Experience

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

I am currently a member of the Charter Review Committee. As a lawyer, I have represented municipal entities for many years, especially in the area of affordable housing, and I have also been heavily involved with Habitat for Humanity NC Mass. In my law practice, I regularly work as part of a team and I am a great believer in the power of a group to achieve far more than any individual could.

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

I hold a JD from Boston College, with honors, a Masters in Music from Northwestern and a B. Mus. Ed. from Indiana University. I have practiced law for over 35 years, focusing on public finance and airport law. I have been full-time Truro resident for 5 years. Before law school, I was a free-lance classical trumpet player, primarily in the Boston area.

Signature

David Y. Bannard

Date

05/31/2024

Application to Serve on a Board or Committee

Agenda Item: 7A2

Applicant Information

Last Name

Breslin

First Name

Eileen

Middle Initial

T

Email Address

Phone Number

Address (Street)

5 Short Lots Lane

Address (City)

Truro

Address (State)

Ma

Address (Zip Code)

02666

Mailing Address (Please indicate box number and zip code)

Po Box 1254

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

Are you a full-time resident of Truro?

☐ Yes ☒ No

Are you registered to vote in Truro?

☐ Yes ☒ No

RCVD 2024MAY31 09:01

ADMINISTRATIVE OFFICE

TRURO, MA 02666

Board/ Committee Information

What Board/ Committee Are You Applying For?

Walsh Committee

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

As Co-Chair of the previous Walsh Committee, I have had first hand experience of understanding the complexities of the issues involving the property. We were successful in delivering a thoughtful report which resulted in passage of Committee's recommendations.

Have you attended a meeting of the committee listed above?

☒ Yes ☐ No

Have you read the charge of the committee?

☒ Yes ☐ No

Have you spoken with the chair or any committee members solely to get a sense of the work involved?

☐ Yes ☒ No

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

☒ Yes ☐ No

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

☐ Yes ☒ No

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

No questions.

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

Experience

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

Active Walsh Committee member.

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

Previous leadership experiences professionally in academic and non profit board organizations.

Signature

Eileen Breslin

Date

05/31/2024

Application to Serve on a Board or Committee

Agenda Item: 7A3

Applicant Information

Last Name	Elam
First Name	Anne (Alexa)
Middle Initial	A
Email Address	
Phone Number	
Address (Street)	2 Twining Road
Address (City)	Truro
Address (State)	MA
Address (Zip Code)	02666
Mailing Address (Please indicate box number and zip code)	PO Box 1336

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

Are you a full-time resident of Truro?

☐ Yes ☐ No

Are you registered to vote in Truro?

☐ Yes ☐ No

TOWN OF TRURO
ADMINISTRATIVE OFFICE
TOWN OF TRURO

Board/ Committee Information

What Board/ Committee Are You Applying For? Ad Hoc Walsh Property Advisory Committee

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

Truro voters mandated the Walsh Property project, but there is still a need to build consensus and trust across our population. The opportunity to serve on the Ad Hoc Walsh Property Advisory Committee would be an ambassadorship of sorts. As a relatively new member of the year round Truro community, my many years of experience in Law and Business Affairs would be an asset to this committee. I understand how to balance the simultaneous and sometimes competing needs involved in implementing complex plans; the need for careful review and analysis, the need for action and execution, and the need to effectively communicate the progress of the committee to all relevant Town officials and the people of Truro. The Ad Hoc Walsh Property Committee seems like an excellent way to ensure that the critical need for affordable housing in Truro is met in a timely manner that strengthens our community and I would be honored to be a part of it.

Note: For the question regarding speaking with a chair or any committee members to get a sense of the work involved, I answered "yes" because I have spoken to members of the Walsh Property Community Planning Committee.

Have you attended a meeting of the committee listed above?

☐ Yes ☒ No

Have you read the charge of the committee?

☒ Yes ☐ No

Have you spoken with the chair or any committee members solely to get a sense of the work involved?

☒ Yes ☐ No

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

☒ Yes ☐ No

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

☐ Yes ☒ No

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

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

Experience

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

Currently part of a three person team as a Co-Executor and Co-Trustee, where we manage a trust, distribute estate assets, communicate trust and estate status to beneficiaries, process payment for taxes and other expenses, and ensure compliance with both state and federal trust and estate laws.

2021-2023: Product Manager for Rightsline, a rights management system, at Conde Nast Publications. As part of an ambitious corporate transformation project, I worked with a 6 person team of Project and Product Managers to develop a global rights management system to track contracts, payments, and usage of content across numerous magazines and websites around the world. Maintaining the support of our many stakeholders in the Technology, Law & Business Affairs, Accounting, Editorial, and Corporate departments was an important aspect of this role.

2012-2021: Editorial Business Manager for Wired magazine and Contract Manager for Vogue magazine , where I managed budgets for both print and web publications, negotiated and finalized contracts, and liaised with teams from Legal, Accounting & Finance departments.

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

Education: JD, Brooklyn Law School; BA, University of Massachusetts, Amherst

In addition to my experience listed above, I held corporate and in-house roles in Contract Management from the year 2000-2011. In all these roles, it has been essential to ensure that signed contracts were in place to govern all published or broadcast materials, and that multiple teams, including Production, Operations, Accounting, and Finance, be kept up to date on the status of these agreements and the payments associated with them.

Signature

Anne Alexandra Elam

Date

06/03/2024

Application to Serve on a Board or Committee

Agenda Item: 7A4

Applicant Information

Last Name	Gebhardt
First Name	Mark
Middle Initial	C
Email Address	
Phone Number	
Address (Street)	6 Short Lots Lane
Address (City)	PO Box 2010
Address (State)	Massachusetts
Address (Zip Code)	02666
Mailing Address (Please indicate box number and zip code)	PO Box 2010, Truro, MA 02666

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

Are you a full-time resident of Truro?

☒ Yes ☐ No

Are you registered to vote in Truro?

☒ Yes ☐ No

RCVD 2024 JUN 3 PM 1:22

ADMINISTRATIVE OFFICE

TOWN OF TRURO

Board/ Committee Information

What Board/ Committee Are You Applying For?	Ad Hoc Walsh Property Advisory Committee
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Briefly Describe Why You Wish to Serve on This Board or Committee:

I live full time in Truro and have been coming to Truro for over 60 years. I have owned property in Truro since 2003. I am a retired physician and past Chair of an Academic Department in Boston with experience in leadership as a Chair and as a Board member on numerous national medical organizations and a board for physician certification to practice medicine. I have a strong interest in the health and well-being of Truro residents and would like to contribute my expertise as a member of the Walsh Committee as it develops plans to provide reasonable, affordable housing and recreational space for Truro residents, workers, teachers and police/fire workers and their families.

I am also a member of the Climate Action Committee and feel a relation with that committee will help ensure that the Walsh plans are conducted in a way to minimize the potential adverse effects on climate change (removal of trees, solar energy, etc).

For full disclosure, I am an abutter and would like to see a plan that minimally disturbs current neighborhoods while at the same time providing needed affordable housing for the people of Truro. I truly believe both goals are possible.

Have you attended a meeting of the committee listed above?

☐ Yes ☒ No

Have you read the charge of the committee?

☐ Yes ☒ No

Have you spoken with the chair or any committee members solely to get a sense of the work involved?

☐ Yes ☒ No

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

☐ Yes ☒ No

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

☐ Yes ☒ No

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

I was well acquainted with the prior Walsh committee and most of its members, but I have not met with members of this current one.

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

I just got appointed to the Climate Action Committee which is on hold until we get more members. I don't think that will be a time commitment issue.

Experience

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

I am currently on the Climate Action Committee and have begun work with that group. I believe this is a very important committee for the future of Truro.

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

I have a wealth of experience serving on hospital Boards and committees including the Medical Executive Committee of Beth Israel Deaconess Medical Center and Chair of the Board of Harvard Medical Faculty Physicians, Inc. in Boston. I have been a member of committees on several medical societies and President of the Association of Bone and Joint Surgeons, President of the Connective Tissue Oncology Society, the Musculoskeletal Tumor Society and a Board Member of the International Symposium of Limb Salvage to name a few. I am a Chaired Professor at Harvard Medical School and I received the Diversity Award from the American Academy of Orthopaedic Surgeons.

I am very much a team player and a Chair of my Department, ran an open, collegial leadership structure that was transparent and included listening to the voices and opinions of each faculty member. I ran the Department based as much as possible on consensus. I believe the collective wisdom is superior to any one opinion.

Signature	Mark C. Gebhardt, MD
Date	06/03/2024

Application to Serve on a Board or Committee

Agenda Item: 7A5

Applicant Information

Last Name

Greenbaum

First Name

Anne

Middle Initial

Email Address

Phone Number

Address (Street)

22 Gospel Path

Address (City)

Truro

Address (State)

MA

Address (Zip Code)

02666

Mailing Address (Please indicate box number and zip code)

PO Box 547 02666

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

Are you a full-time resident of Truro?

☐ Yes ☐ No

Are you registered to vote in Truro?

☐ Yes ☐ No

RCUT 20241014 1252

ADMINISTRATIVE OFFICE
TOWN OF TRURO

Board/ Committee Information

What Board/ Committee Are You Applying For?

Ad Hoc Walsh Property Advisory Committee

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

The Walsh property is a rare opportunity for Truro & I want to be part of putting the recommendations of the original Walsh Committee into action in ways that best serve Truro. We have the opportunity to creatively address a range of community needs and wishes. We can and need to both think outside the box and be realistic. Figuring out what year-round housing opportunities to develop and when will be challenging. Some of the critical questions include: How many rentals and how many home ownership opportunities? What sizes do we most need? Deciding what use(s) of non-residential space are most important for Truro now and in the future is another challenge. As my service on the Planning Board & Local Comprehensive Plan Committee show, I enjoy thinking about and working on Truro's future. This will continue to be a process that engenders strong reactions and my skills in listening, collaboration, facilitation, and conflict resolution will be useful.

Have you attended a meeting of the committee listed above?

☐ Yes ☒ No

Have you read the charge of the committee?

☒ Yes ☐ No

Have you spoken with the chair or any committee members solely to get a sense of the work involved?

☐ Yes ☒ No

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

☒ Yes ☐ No

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

☐ Yes ☒ No

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

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

Experience

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

I currently serve as Vice Chair of the Planning Board. I also served as the Planning Board representative to the Community Preservation Committee and the Local Comprehensive Plan Committee. In those roles I have shown my ability to work respectfully with people having different perspectives. My professional life included working on and leading a wide variety of teams.

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

I am a trained mediator and volunteered in several Small Claims courts in Eastern Massachusetts providing mediation services. In several jobs I was involved in creating and developing programs funded by public money, so I understand that funding impacts implementation, an issue that will be in play here. I have also led a number of public meetings both here in Truro and elsewhere.

Signature

Anne Greenbaum

Date

06/04/2024

Application to Serve on a Board or Committee

Agenda Item: 7A6

Applicant Information

Last Name	Johnson
First Name	Cass
Middle Initial	
Email Address	
Phone Number	
Address (Street)	16 Cranberry Lane
Address (City)	Truro
Address (State)	MA
Address (Zip Code)	02666
Mailing Address (Please indicate box number and zip code)	PO Box 2019

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

Are you a full-time resident of Truro?

☒ Yes ☐ No

Are you registered to vote in Truro?

☒ Yes ☐ No

BOARD 2024/2025 247112
ADMINISTRATIVE OFFICE
TOWN OF TRURO

Board/ Committee Information

What Board/ Committee Are You Applying For? Ad Hoc Walsh Property Advisory Committee

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

I believe that Truro, as well as the rest of the Outer Cape, is experiencing an affordable housing crisis. The Walsh property represents an extraordinary opportunity to begin to seriously address this issue. I would like to work on Walsh as my part toward helping to solve this pressing issue. I believe my skills working with various constituencies, leading teams, and tackling complex issues will be a benefit to the Committee.
(I wrote a letter to editor summarizing my concerns: <https://provincetownindependent.org/opinion/2024/05/01/letters-may-2-2024/>)

Have you attended a meeting of the committee listed above?

☐ Yes ☒ No

Have you read the charge of the committee?

☒ Yes ☐ No

Have you spoken with the chair or any committee members solely to get a sense of the work involved?

☐ Yes ☒ No

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

☒ Yes ☐ No

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

☐ Yes ☒ No

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

No

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

No

Experience

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

Prior to moving to Truro 3 years ago, I led a trade association for 20 years in Washington DC representing the domestic textile industry. We worked with numerous constituencies including the Administration, the Congress, technical boards and member companies to resolve complex trade and regulatory issues. I then started a community based ceramic studio in Washington DC that became the largest ceramic studio in the District (www.districtclaycenter.com) and which I still manage. I was also on the board of the Renwick Alliance for Craft for many years. On the Cape, I have volunteered at SKIP in Plown for the past three years and am a member of a new year round advocacy group called Truro365, which was formed earlier this year with support from the Cape Cod CDP.

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

Signature

Cass Johnson

Date

05/23/2024

Application to Serve on a Board or Committee

Agenda Item: 7A7

Applicant Information

Last Name

Winder

First Name

Jonathon

Middle Initial

A

Email Address

Phone Number

Address (Street)

2 Turnbuckle Way

Address (City)

Truro

Address (State)

MA

Address (Zip Code)

02666

Mailing Address (Please indicate box number and zip code)

P O Box 979 02652

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

Are you a full-time resident of Truro?

☒ Yes ☐ No

Are you registered to vote in Truro?

☒ Yes ☐ No

RCVD 2021/04/05 04:11
ADMINISTRATIVE OFFICE
TOWN OF TRURO

Board/ Committee Information

What Board/ Committee Are You Applying For?

Ad Hoc Walsh Property Advisory Committee

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

This is such an important issue for the Truro. We need to get it right, and gain a meaningful degree of consensus. This is where I can help the most. Trained as an economist, I pursue facts from multiple sources and analyze them, arriving at a solid awareness of the likely tradeoffs resulting from taking different decisions. And then communicate those results as simply as possible to find common ground.

Have you attended a meeting of the committee listed above?

☐ Yes ☒ No

Have you read the charge of the committee?

☒ Yes ☐ No

Have you spoken with the chair or any committee members solely to get a sense of the work involved?

☐ Yes ☒ No

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

☒ Yes ☐ No

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

☐ Yes ☒ No

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

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

Not at this time

Experience

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

Spent my professional life in business, finding solutions to challenges. Led consulting teams at McKinsey; Sales teams at The Walt Disney Company; headed Project Launch team at one Publishing Company (most successful product launch ever); ran a smaller Publishing company as CEO. Currently serve as the Finance Trustee at Wellfleet Harbor Actors Theater and as Vice Commodore at Pamet Harbor Club, and Chair the Social Committee.

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

Have an MBA. Will just mention that at an intense consulting training, the group of trainees was confronted with a prisoner's dilemma exercise. Thanks to my intervention with the group of trainees during the training, we were the only group the training company ever taught to have a successful outcome - which was that in the context of the training, all parties won. The exact opposite result of what a Prisoner's Dilemma is designed to compel.

Signature

Jonathon A Winder

Date

06/04/2024



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Town Clerk

REQUESTOR: Elisabeth Verde, Town Clerk

REQUESTED MEETING DATE: August 13, 2024

ITEM: Review and Approval of State Primary Warrant and Posting of the Warrant (and to Electronically Sign), Early In-Person Voting Hours, and Delegating the Chief of Police to Designate Police Officers for September 3, 2024 State Primary

EXPLANATION: These are procedural items regarding the upcoming State Primary Election on Tuesday, September 3, 2024. More information about each of the action items follows in the attached documents.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Non-compliance with MA General Law

SUGGESTED ACTION:

1. *Motion to Approve the September 3, 2024 State Primary Election Warrant and Authorize Staff to Sign Electronically.*
2. *Motion to Approve the Posting of the Warrant for the September 3, 2024 State Primary Election and Authorize Staff to Sign Electronically.*
3. *Motion to approve the request of the Board of Registrars for the Town of Truro to hold Early In-Person voting for the September 3, 2024 State Primary Election on Saturday, August 24th from 9am to 5pm and from 10am to 4pm on Tuesday, August 27th through Friday August 30th for a total of 32 hours for the week.*
4. *Motion to Delegate the Chief of Police to Designate the number of Police Officers at Precinct 1 and Designate which Police Officers will work the polls at Precinct 1.*

ATTACHMENTS:

1. The Warrant for the State Primary Election on September 3, 2024 (approved by the Board of Registrars on July 31, 2024)
2. Official posting of the State Primary Election warrant
3. A memo regarding the proposed schedule for Early In-Person Voting for the State Primary Election on from August 24 through August 30, 2024 (approved by the Board of Registrars on July 31, 2024)
4. Memo Regarding Police Detail for Election Day

COMMONWEALTH OF MASSACHUSETTS
WILLIAM FRANCIS GALVIN
SECRETARY OF THE COMMONWEALTH

WARRANT FOR 2024 STATE PRIMARY

SS.

To the Constables of the Town of _____ Truro _____

GREETINGS:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said city or town who are qualified to vote in Primaries to vote at:

_____ Precinct 1, Ward 1 _____

_____ 7 Standish Way, North Truro, MA 02652 _____

on TUESDAY, THE THIRD DAY OF SEPTEMBER, 2024, from 7:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the State Primaries for the candidates of political parties for the following offices:

SENATOR IN CONGRESS.	FOR THIS COMMONWEALTH
REPRESENTATIVE IN CONGRESS.	_____ DISTRICT
COUNCILLOR.	_____ DISTRICT
SENATOR IN GENERAL COURT	_____ DISTRICT
REPRESENTATIVE IN GENERAL COURT	_____ DISTRICT
CLERK OF COURTS	_____ COUNTY
REGISTER OF DEEDS	_____ DISTRICT
COUNTY COMMISSIONER	_____ COUNTY

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this __13th__ day of __August__, 2024.

Selectmen of: _____ Truro _____

_____ Posted by the Constable and published in the Provincetown Independent _____

_____, 2024.
Constable (month and day)

Consent Agenda Item: 9A1b

POSTING OF THE WARRANT

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

Hereto fail not and make due return of the warrants, together with your doings thereon, to the Town Clerk, at time and place of said meetings. Given unto our hands this 13th Day of August in the Year of our Lord, Two Thousand and Twenty-Four.

We, the members of the Select Board of the Town of Truro, have read the warrant for the State Primary Election to be held from 7:00 am to 8:00 pm on September 3, 2024, at the Truro Community Center, 7 Standish Way, North Truro, MA 02652.

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

Susan H. Areson, Chair

Robert M. Weinstein, Vice-Chair

Nancy Medoff, Clerk

Susan Girard-Irwin

Stephanie J. Rein

A true copy, attest:

Elisabeth Verde
Town Clerk, Town of Truro

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

Constable

Date



Consent Agenda Item: 9A1c

TOWN OF TRURO
P.O. Box 2012, Truro, MA 02666
Town Clerk

MEMORANDUM

To: Select Board

From: Elisabeth Verde, Town Clerk

Date: July 31, 2024

Subject: Early In-Person Voting Hours for the September 3, 2024 State Primary Election

Early In-Person Voting Hours are required for State Elections. We are also required to be open from 9am to 5pm on the last day to register to vote, which is Saturday, August 24th. We must be open for Early Voting during regular business hours, but for a Town that has less than 5000 voters, the Select Board has the authority to reduce those hours by 25%. I propose that rather than offering Early Voting for 8 hours a day on weekdays, that we offer Early Voting for 6 hours a day. This would be a total of 32 hours that week that voters would be able to come into Town Hall to vote. The Board of Registrars approved the schedule below at their July 31, 2024 meeting and respectfully requests the approval of the Select Board.

Saturday, August 24 th	9am – 5pm (Also last day to register to vote)
Sunday, August 25 th	Closed
Monday, August 26 th	Closed to the Public
Tuesday, August 27 th	10am – 4pm
Wednesday, August 28 th	10am – 4pm
Thursday, August 29 th	10am – 4pm
Friday, August 30 th	10am – 4pm

The proposed motion is as follows:

“I move that we approve the request of the Board of Registrars for the Town of Truro to hold Early In-Person voting for the September 3, 2024 State Primary Election on Saturday, August 24th from 9am to 5pm and from 10am to 4pm on Tuesday, August 27th through Friday August 30th for a total of 32 hours for the week.”



Consent Agenda Item: 9A1d

TOWN OF TRURO
P.O. Box 2012, Truro, MA 02666
Town Clerk

MEMORANDUM

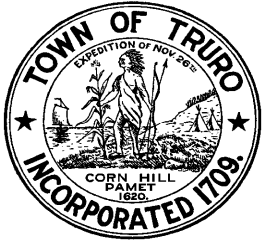
To: Select Board
From: Elisabeth Verde, Town Clerk
Date: July 31, 2024
Subject: Police Detail for State Primary on September 3, 2024

Pursuant to Chapter 92 of the Acts of 2022 (the Votes Act), the Select Board must vote to:

Delegate the Police Chief to Designate the number of Police Officers at Precinct 1 and Designate which Police Officers will work the polls at Precinct 1.

The proposed motion is as follows:

“Move that the Select Board Delegate the Truro Chief of Police to Designate the number of Police Officers at Precinct 1 and Designate which Police Officers will work the polls at Precinct 1.”



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Fire Department

REQUESTOR: Tim Collins Fire Chief

REQUESTED MEETING DATE: August 13, 2024

ITEM Authorize Town Manager to sign donation document

EXPLANATION: The Estate of Miriam Collinson has donated \$10,000 to the Truro Rescue Squad. In accordance with MGL Chapter 44, Section 53A, the Select Board must accept the donation the Truro Fire Department Gifts and Grants Account.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Department will not receive the donation.

SUGGESTED ACTION: *Motion to accept the donation of the Estate of Miriam Collinson to the Truro Rescue Squad and to authorize the Town Manager to sign the Receipt & Release form and any associated documents.*

ATTACHMENTS:

1. Letter re: the Estate of Miriam A. Collinson from David C. Nunheimer, Esq.
2. Receipt & Release Letter
3. MGL Chapter 44, Section 53A

DAVID C. NUNHEIMER, ESQ.

The Small Business & Estate Planning Law Group, P.C.

540 Main Street, Suite 8
Hingham, MA 02601
p: 508-775-4100
f: 508-773-4100
26 George Ryder Road South
P. O. Box 1469
West Chatham, MA 02669
p: 508-845-1000
f: 508-845-1011

July 12, 2024

Truro Rescue Squad
P. O. Box 2013
Truro, MA 02666

RE: Estate of Miriam A. Collinson

Dear Sir/Madam:


I am the Trustee for the Miriam A. Collinson Trust of 2003.

Under her dispositive documents, Truro Rescue Squad is entitled to receive TEN THOUSAND (\$10,000.00) DOLLARS.

Enclosed is a Receipt and Release in that amount. If you would please sign and return that to me that would be appreciated. Upon receipt, a check will be forwarded to you.

Thank you for your attention to this matter. Should you have any questions or wish to discuss this further, please do not hesitate to contact me.

Very truly yours,


David C. Nunheimer
Attorney at Law

DCN:swm

THE MIRIAM A. COLLINSON TRUST OF 2003

DATED: JUNE 24, 2003

David C. Nunheimer, Successor Trustee

RECEIPT & RELEASE

I, _____, an authorized Representative of the **Truro Rescue Squad**, having an address P. O. Box 2013, Truro, Massachusetts 02666, beneficiary of the above cited Trust, hereby acknowledge that, upon the Trustee's receipt of this signed Release, I will receive from the Trustee of the above cited Trust, the amount of TEN THOUSAND AND 00/100 (\$10,000.00) DOLLARS in cash, which represents full distribution of the legacy bequeathed to me under ARTICLE IV: ADMINISTRATION OF TRUST AFTER DEATH OF DONOR, of the Fifth Amendment to Miriam A. Collinson Trust of 2003 u/d/t dated June 24, 2003.

In consideration of the receipt of that payment, I, on behalf of the Truro Rescue Squad, its successors and assigns hereby:

1. Release and remise forever discharge, and hold harmless the Trustee, his respective heirs, successor, assigns and legal representatives of and from all debts, demands, actions, causes of actions, suites accounts, covenants, contracts, agreements, damages and any and all claims, demands, and liabilities whatsoever of every name and nature, both in law and in equity which agist the Trustee the undersigned now has or ever had from the beginning of time to this date, in connection with all actions or omissions and activities performed and all decision made by the Trustee regarding the investment, administration, and distribution of the trust property through and including this date.
2. Waives the right to any accounting of the Trust through and including this date.
3. Agree to refund on request to the Trustee so much of the amount received as may be necessary to make such payments as are required to be made by the Trustee in connection with the Trust and/or the services of the Trustee, including but not limited to any unpaid debts, taxes, claims and expenses of administration of the Trust, to the extent the Trustee would have been entitled to make payment for the amount received if it had remained undistributed.

By signing below, I confirm that I have had the opportunity to review with independent counsel.

WITNESS my hand and seal this _____ day of _____ 2024.

Signature of Representative

Printed Name and Title

Part I ADMINISTRATION OF THE GOVERNMENT

Title VII CITIES, TOWNS AND DISTRICTS

Chapter 44 MUNICIPAL FINANCE

Section 53A GRANTS AND GIFTS; ACCEPTANCE AND EXPENDITURE

Section 53A. An officer or department of any city or town, or of any regional school or other district, may accept grants or gifts of funds from the federal government and from a charitable foundation, a private corporation, or an individual, or from the commonwealth, a county or municipality or an agency thereof, and in the case of any grant or gift given for educational purposes may expend said funds for the purposes of such grant or gift with the approval of the school committee, and in the case of any other grant or gift may expend such funds for the purposes of such grant or gift in cities having a Plan D or Plan E form of government with the approval of the city manager and city council, in all other cities with the approval of the mayor and city council, in towns with the approval of the board of selectmen, and in districts with the approval of the prudential committee, if any, otherwise the commissioners. In the case of grants from the federal government or from the commonwealth, a county or municipality or agency or instrumentality thereof, upon receipt of an agreement from the grantor to provide advance payment or reimbursement to the city, town or district, the officer or department may

spend the amount of the advance payment, or the amount to be reimbursed, for the purposes of the grant, subject to the approvals required by this section. Any advance payment or reimbursement shall be applied to finance the grant expenditures; provided, however, that any expenditures outstanding at the close of the fiscal year after the fiscal year in which the grantor approved the agreement shall be reported by the auditor or accountant of the city, town or district, or other officer having similar duties, or by the treasurer if there be no such officer, to the assessors, who shall include the amount so reported in the determination of the next annual tax rate, unless the city, town or district has otherwise made provision therefor. Notwithstanding the provisions of section fifty-three, any amounts so received by an officer or department of a city, town or district shall be deposited with the treasurer of such city, town or district and held as a separate account and may be expended as aforesaid by such officer or department receiving the grant or gift without further appropriation. If the express written terms or conditions of the grant agreement so stipulate, interest on the grant funds may remain with and become a part of the grant account and may be expended as part of the grant by such officer or department receiving the grant or gift without further appropriation. Any grant, subvention or subsidy for educational purposes received by an officer or department of a city, town or school district from the federal government may be expended by the school committee of such city, town or district without including the purpose of such expenditure in, or applying such amount to, the annual or any supplemental budget or appropriation request of such committee; provided, however, that this sentence shall not apply to amounts so received to which section twenty-six C of chapter seventy-one of the General Laws, and chapter six hundred and twenty-one of the acts of

nineteen hundred and fifty-three, as amended, and chapter six hundred and sixty-four of the acts of nineteen hundred and fifty-eight, as amended, apply; and, provided further, that notwithstanding the foregoing provision, this sentence shall apply to amounts so received as grants under the Elementary and Secondary Education Act of 1965, (Public Law 89–10). After receipt of a written commitment from the federal government approving a grant for educational purposes and in anticipation of receipt of such funds from the federal government, the treasurer, upon the request of the school committee, shall pay from the General Fund of such municipality compensation for services rendered and goods supplied to such federal grant programs, such payments to be made no later than ten days after the rendition of such services or the supplying of such goods; provided, however, that the provisions of such federal grant would allow the treasurer to reimburse the General Fund for the amounts so advanced.



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration Office

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: Tuesday, August 13, 2024

ITEM: Review and Approval of Two One-Day Entertainment Licenses and Two One-Day Alcohol Licenses for Truro Center of the Arts

EXPLANATION: [MGL Chapter 140 § 181](#) provides local licensing authority (Select Board) to license performance events and [MGL 138 Section 14](#) to license events to sell alcohol to the public.

One Day Entertainment and One Day Alcohol License Applications for review and approval of the following dates and times:

- Saturday, August 10th, 6 pm-10 pm, Castle Hill, 10 Meeting House Rd - DJ and All Alcohol with admission fee
- Friday and Saturday, August 23rd and August 24th, 7 pm-9 pm, Edgewood Farm, 3 Edgewood Way - pre-recorded amplified music, wine, and malt with admission fee

The One-Day Entertainment and One-Day Alcohol License Applications have been reviewed by the Chief of Police, Jamie Calise.

The [August 10th fundraiser event](#) was submitted to the Select Board office past the July 23rd Select Board Agenda posting.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Entertainment and the sale of alcohol will not be available for these two events.

SUGGESTED ACTION: *MOTION TO approve two One-Day Entertainment Applications and two One-Day Alcohol Applications for:*

- Saturday, August 10th, 6 pm-10 pm, Castle Hill, 10 Meeting House Rd - DJ and All Alcohol with admission fee
- Friday and Saturday, August 23rd and August 24th, 7 pm-9 pm, Edgewood Farm, 3 Edgewood Way - pre-recorded amplified music, wine, and malt with admission fee

And authorize the Chair to sign the One-Day Entertainment Application and One-Day Alcohol License Applications.

ATTACHMENTS:

1. One-Day Entertainment and One-Day Alcohol License Applications– Center for the Arts at Castle Hill *and* Edgewood Farm



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

RCMS 2024 JUL 25 11:10 AM
ADMINISTRATIVE OFFICE
TOWN OF TRURO

Application for an Entertainment License

☐ Annual
 ☐ Weekday
 ☒ Saturday
 ☐ Sunday
 ☐ Seasonal
 ☐ Seven-Day

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

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

BUSINESS/ORGANIZATION INFORMATION

TRURO CENTER FOR THE ARTS

Name of Applicant

Business/Organization Name

PO BOX 756, 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

Marisa Picariello

508-349-7511

marisa@caslehill.org

Contact Person

Phone Number

Email

INDIVIDUAL APPLICANT INFORMATION

Individual's Name

Mailing Address

Phone Number

Email Address

EVENT INFORMATION

Saturday, August 10

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

fundraiser

Purpose of Event (example: fundraiser)

Hours of Event (from - to) 6pm - 10pm

10 Meetinghouse Road, Truro

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

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

Truro Center for the Arts

Property Owner Name and Address

508-349-7511

Phone number

Seating Capacity: 190

Occupancy Number: _____

Name of Caterer (if applicable)

Approximate number of people attending 100

Truro Application for Entertainment License

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) DT

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.

Mark Smith

Signature

7/22/24

Date

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

Office Use Only

APPROVAL

License No. _____

Select Board Chair _____ Meeting Date _____

Police Department _____ Date _____

Restrictions/Conditions attached to the license by the Board of Selectmen 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) DT

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.

Mark Hall
Signature

7/22/24
Date

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

Office Use Only

APPROVAL

License No. _____

Select Board Chair _____ Meeting Date _____

Police Department Jamie Calise Date _____

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



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Licensing Department

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

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

TOWN OF TRURO
RCVD 2024 JUL 25 PM 12:53
ADMINISTRATIVE OFFICE

Application for a One Day Pouring License

MGL Chapter 138, Section 14 Special Licenses

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

BUSINESS/ORGANIZATION INFORMATION

TRURO CENTER FOR THE ARTS

Name of Applicant

Business/Organization Name

PO BOX 756, TRURO, MA, 02666

Mailing Address of Business/Organization

Non-profit or For-profit Entity

☒ Yes ☐ No

If yes, proof of Non-Profit Status **must** accompany this application

Maria Picanello

508-349-7511

maria@castlehill.org

Contact Person

Phone Number

Email

INDIVIDUAL APPLICANT INFORMATION

Individual's Name

Mailing Address

Phone Number

Email Address

EVENT INFORMATION

Saturday, August 10, 2024

Date(s) of Event for License to be issued

Fundraiser

Purpose of Event (example: fundraiser, etc.)

Hours of Alcoholic Beverages sales, service and/or Consumption (from - to) 6pm-10pm

10 Meetinghouse Road, Castle Hill

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

TRURO CENTER FOR THE ARTS

508-349-7511

Property Owner Name and Address

Phone number

Name of Caterer (if applicable)

Approximate number of people attending

Is the event open to the general public ☒ Yes

☐ No

Will there be Entertainment ☒ Yes ☐ No If Yes, Type of Entertainment DJ, music
Will there be Police Detail ☒ Yes ☐ No

Purchase & Service

License is for the Sale of:

☒ All Alcohol Beverages (\$75.00)

☐ Wines & Malt beverages Only (\$50.00)

☐ Wines Only (\$50.00)

☐ Malt Beverages Only (\$50.00)

What is the source of the alcohol for the event (where is it being purchased*?) Truro vineyard, Devils Puzze
*If Wine is being donated see ABCC - Charity Wine Fundraising Application at <http://www.mass.gov/abcc/spec-lic-perms.htm> brewery

Who will be serving the Alcohol? Anna Poir, Laura Chasse **Peter Hansinger,**
TIPS CERTIFIED REQUIRED-SUBMIT COPY OF CERTIFICATE **Andre Ribeiro**

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

Applicant's Signature

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

Matthew 7/22/24
Signature Date

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

Office Use Only

APPROVAL

Select Board _____ Meeting Date _____

Police Department _____ Date _____

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

Will there be Entertainment ☒ Yes ☐ No If Yes, Type of Entertainment DJ, music
Will there be Police Detail ☒ Yes ☐ No

Purchase & Service

License is for the Sale of:

☒ All Alcohol Beverages (\$75.00)

☐ Wines & Malt beverages Only (\$50.00)

☐ Wines Only (\$50.00)

☐ Malt Beverages Only (\$50.00)

What is the source of the alcohol for the event (where is it being purchased*?) Truro Vineyard, Dennis Puse
*If Wine is being donated see ABCC - Charity Wine Fundraising Application at <http://www.mass.gov/abcc/special-permits.htm> Pringle

Who will be serving the Alcohol? Anna Poir, Laura Chase **Peter Hansinger,**
TIPS CERTIFIED REQUIRED-SUBMIT COPY OF CERTIFICATE **Andre Ribeiro**

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

Applicant's Signature

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

Wendy Hill
Signature

7/22/24
Date

- Licenses are issued to persons who are at least 21 years of age.
- All Massachusetts Municipalities are required to send copies of temporary pouring licenses issued by the Town to the ABCC in Boston.
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Office Use Only

APPROVAL

Select Board _____ Meeting Date _____

Police Department Jamie Calise Date _____

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



ID # 22203646
CARD # 22972202

ServSafe Alcohol® CERTIFICATE

ANNA POOR



NAME

12/6/2022

DATE OF EXAMINATION

Card expires three years from the date of examination. Local laws apply.

©2017 National Restaurant Association Educational Foundation (NRAEF). All rights reserved. ServSafe® and the ServSafe logo are trademarks of the NRAEF. National Restaurant Association® and the arc design are trademarks of the National Restaurant Association.

Executive Vice President, National Restaurant Association Solutions

Sherman Brown

This certificate confirms completion of the ServSafe Alcohol® responsible alcohol service program.

NOTE: You must have your certificate laminated and certified at ServSafe. If you have your certificate laminated at National Restaurant Association Service Center, call 800.765.2

In Alaska you must laminate your card for it to be valid.



A 360TRAINING COMPANY

CERTIFICATE OF COMPLETION

This certifies that

Laura Chause

is awarded this certificate for

TIPS On-Premise Alcohol Server Training



Hours
3.00



Completion Date
06/26/2023



Expiration Date
06/25/2026



Certificate #
ON-000029126506

Official Signature

THIS CERTIFICATE IS NON-TRANSFERABLE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
07/09/2024

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

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

PRODUCER HART INSURANCE AGENCY, INC. 243 MAIN STREET PO BOX 700 BUZZARDS BAY, MA 025320700	CONTACT NAME: Erica H. O'Connor
	PHONE (A/C, No, Ext): FAX (A/C, No):
	E-MAIL ADDRESS: eoconnor@hartinsuranceagency.com
	INSURER(S) AFFORDING COVERAGE NAIC #
	INSURER A: Hospitality Mutual Ins Co 00005
INSURED Truro Center for the Arts at Castle Hill, Inc. PO Box 756 Truro, MA 02666	INSURER B:
	INSURER C:
	INSURER D:
	INSURER E:
	INSURER F:

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

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE \$
	CLAIMS-MADE OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$
							MED EXP (Any one person) \$
							PERSONAL & ADV INJURY \$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$
	POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG \$
	OTHER:						\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	ANY AUTO						BODILY INJURY (Per person) \$
	OWNED AUTOS ONLY						BODILY INJURY (Per accident) \$
	HIRED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$
	SCHEDULED AUTOS NON-OWNED AUTOS ONLY						\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	DED RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y/N	N/A				E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
A	LIQUOR LIABILITY				07/13/2023	07/13/2024	Occurrence 250,000 Aggregate 500,000

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

CERTIFICATE HOLDER	CANCELLATION
Town of Truro P O Box 2012 Truro, MA 026662012	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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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 nsoullar@truro-ma.gov

RD 10 2004 JUL 25 3 41 PM '04

RD 10 2004 JUL 25 3 41 PM '04

TOWN OF TRURO

Application for an Entertainment License

☐ Annual
 ☒ Weekday
 ☒ Saturday
 ☐ Sunday
 ☐ Seasonal
 ☐ Seven-Day

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

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

BUSINESS/ORGANIZATION INFORMATION

Name of Applicant: TRURO CENTER FOR THE ARTS
 Business/Organization Name: PO BOX 756, TRURO, MA, 02666
 Mailing Address of Business/Organization: PO BOX 756, TRURO, MA, 02666

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

☒ Yes

☐ No

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

Contact Person: manisa Picaniello

Phone Number: 508-349-7511

Email: manisa@castlehill.org

INDIVIDUAL APPLICANT INFORMATION

Individual's Name: _____ Mailing Address: _____
 Phone Number: _____ Email Address: _____

EVENT INFORMATION

Day (s)/Date (s) of Event for License to be issued: Friday + Saturday, August 23 + 24
 Purpose of Event (example: fundraiser): Fundraiser

Hours of Event (from - to): 7pm - 9pm

Location (Must provide facility name, if any, street number and name): 3 Edgewood way, Edgewood Farm

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

Property Owner Name and Address: Truro Center for the Arts

Phone number: 508-349-7511

Seating Capacity: 200

Occupancy Number: _____

Name of Caterer (if applicable): _____
Truro Application for Entertainment License

Approximate number of people attending: 150
(each night)

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) pre-recorded music

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.

W. Phillips
Signature

7/22/24
Date

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

Office Use Only

APPROVAL

License No. _____

Select Board Chair _____ Meeting Date _____

Police Department _____ Date _____

Restrictions/Conditions attached to the license by the Board of Selectmen 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) pre-recorded music

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

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Office Use Only

APPROVAL

License No. _____

Select Board Chair _____ Meeting Date _____

Police Department Jamie Calise Date _____

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



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

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

RCVD 2024 JUL 25 PM 12:34
ADMINISTRATIVE OFFICE
TOWN OF TRURO

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

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

BUSINESS/ORGANIZATION INFORMATION

Truro Center for the Arts
Name of Applicant Business/Organization Name
PO Box 756, Truro, MA, 02666
Mailing Address of Business/Organization
Non-profit or For-profit Entity ☒ Yes ☐ No
If yes, proof of Non-Profit Status must accompany this application
Maria Picariello 508-349-7511 maria@trurohill.org
Contact Person Phone Number Email

INDIVIDUAL APPLICANT INFORMATION

Individual's Name Mailing Address
Phone Number Email Address

EVENT INFORMATION

Fri/Sat, August 23, 24
Date(s) of Event for License to be issued Fundraiser
Purpose of Event (example: fundraiser, etc.)
Hours of Alcoholic Beverages sales, service and/or Consumption (from - to) 7pm - 8pm
Edgewood Farm, 3 Edgewood Way
Event Location (Must provide facility name, if any, street number and name)
Truro Center for the Arts 508-349-7511
Property Owner Name and Address Phone number
150
Name of Caterer (if applicable) Approximate number of people attending
Is the event open to the general public ☒ Yes ☐ No

Will there be Entertainment

☒ Yes

☐ No

If Yes, Type of Entertainment

Dancing / Performance

Will there be Police Detail

☒ Yes

☐ No

Purchase & Service

License is for the Sale of:

☐ All Alcohol Beverages (\$75.00)

☒ Wines & Malt beverages Only (\$50.00)

☐ Wines Only (\$50.00)

☐ Malt Beverages Only (\$50.00)

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

Truro Vineyard / Devils Pure

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

Brewery

Who will be serving the Alcohol?

Anna Pope, Maria Picaniello, Laura Chause

TIPS CERTIFIED REQUIRED-SUBMIT COPY OF CERTIFICATION WITH APPLICATION

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

Applicant's Signature

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

Signature

Date

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

Office Use Only

APPROVAL

Select Board _____

Meeting Date _____

Police Department _____

Date _____

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

Will there be Entertainment ☒ Yes ☐ No If Yes, Type of Entertainment Dancing / Performance
Will there be Police Detail ☒ Yes ☐ No

Purchase & Service

License is for the Sale of:

☐ All Alcohol Beverages (\$75.00)

☒ Wines & Malt beverages Only (\$50.00)

☐ Wines Only (\$50.00)

☐ Malt Beverages Only (\$50.00)

What is the source of the alcohol for the event (where is it being purchased*?) Truro Vineyard / Devil's Pure
*If Wine is being donated see ABCC - Charity Wine Fundraising Application at <http://www.mass.gov/abcc/charity-wine-fundraising-application> Brewery

Who will be serving the Alcohol? Anna Rose, Mansa Picariello, Lawa Chause
TIPS CERTIFIED REQUIRED-SUBMIT COPY OF CERTIFICATION WITH APPLICATION

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

Applicant's Signature

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

[Signature]
Signature

July 22, 2024
Date

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

Office Use Only

APPROVAL

Select Board _____ Meeting Date _____

Police Department Jamie Calise Date _____

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



CERTIFICATE OF COMPLETION

This certifies that

Laura Chause

is awarded this certificate for

TIPS On-Premise Alcohol Server Training



Hours
3.00



Completion Date
06/26/2023



Expiration Date
06/25/2026



Certificate #
ON-000029126506

Official Signature

THIS CERTIFICATE IS NON-TRANSFERABLE



ID # 22203646
CARD # 22972202

ServSafe Alcohol® CERTIFICATE

ANNA POOR

NAME

12/6/2022

DATE OF EXAMINATION

Card expires three years from the date of examination. Local laws apply.



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Executive Vice President, National Restaurant Association Solutions

Sherman Brown

This certificate confirms completion of the ServSafe Alcohol® responsible alcohol service program.

In Alaska you must laminate your card for it to be valid.

NOTE: You must be certified at ServSafe. If you have your certification at the National Restaurant Association Service Center, call 800.765.2...



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
07/09/2024

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

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

PRODUCER HART INSURANCE AGENCY, INC. 243 MAIN STREET PO BOX 700 BUZZARDS BAY, MA 025320700	CONTACT NAME: Erica H. O'Connor	FAX (A/C, No):	
	PHONE (A/C, No, Ext):	E-MAIL ADDRESS: eoconnor@hartinsuranceagency.com	
INSURED Truro Center for the Arts at Castle Hill, Inc. PO Box 756 Truro, MA 02666	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Hospitality Mutual Ins Co		00005
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
INSURER F:			

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE	\$
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$
							MED EXP (Any one person)	\$
							PERSONAL & ADV INJURY	\$
							GENERAL AGGREGATE	\$
							PRODUCTS - COMP/OP AGG	\$
								\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	\$
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/>	N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>	
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$
A	LIQUOR LIABILITY				07/13/2023	07/13/2024	Occurrence	250,000
							Aggregate	500,000

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

CERTIFICATE HOLDER

CANCELLATION

Town of Truro P O Box 2012 Truro, MA 026662012	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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A 360TRAINING COMPANY

CERTIFICATE OF COMPLETION

This certifies that

Andre Ribeiro

is awarded this certificate for

TIPS On-Premise Alcohol Server Training



Hours
3.00



Completion Date
07/21/2023



Expiration Date
07/20/2026



Certificate #
CN-000029316091

Official Signature

THIS CERTIFICATE IS NON-TRANSFERABLE

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

(CUT HERE)

(CUT HERE)



Issued: 07/21/2023
Certificate #: CN-000029316091

Andre Ribeiro
16 Winthrop Street
Provincetown MA 02657

CERTIFIED

Expires: 07/20/2026



A 360TRAINING COMPANY

Phone: 800-438-8477
www.gettips.com

This card was issued for successful completion of the TIPS program.

Signature _____

Congratulations!

You have successfully completed the ServSafe® Training and Certificate Program. This is your official ServSafe Alcohol Certificate Card and provides confirmation that you have studied, and are knowledgeable about, how to serve alcohol responsibly.

Thank you for participating in the ServSafe Alcohol program. Responsible alcohol service begins with the choices you make, and ServSafe Alcohol training will help you make the right decision when the moment arises.

By completing the ServSafe Alcohol program, you show your dedication to safe and responsible alcohol service. The ServSafe Alcohol program and the National Restaurant Association are dedicated to helping you continue to raise the bar on alcohol safety.

To learn more about our full suite of responsible alcohol service training products, contact your State Restaurant Association, your distributor or visit us at ServSafe.com.

We value your dedication to responsible alcohol service and applaud you for making the commitment to keep your operation, your customers and your community safe.

Sincerely,



Sherman Brown

Executive Vice President, National Restaurant Association Solutions



ID # 10452821
CARD # 22268406

ServSafe Alcohol® CERTIFICATE

MARISA PICARIELLO



NAME
6/23/2022

DATE OF EXAMINATION

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Executive Vice President, National Restaurant Association Solutions



This certificate confirms completion of the ServSafe Alcohol® responsible alcohol service program.

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283 South Wacker Drive
Suite 3500
Chicago, IL 60606-6383
1-800-SERVSAFE
312.715.1010 in the Chicago area
ServSafe.com

NOTE: You can access your score and certification information anytime at ServSafe.com.

If you have any questions regarding your certification please contact the National Restaurant Association Service Center at
ServiceCenter@restaurant.org or
800.765.2122, ext. 6703

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A 360TRAINING COMPANY

CERTIFICATE OF COMPLETION

This certifies that

Peter Hansinger

is awarded this certificate for

TIPS On-Premise Alcohol Server Training



Hours
3.00



Completion Date
07/24/2024



Expiration Date
07/24/2027



Certificate #
ON-000034328091

Official Signature

THIS CERTIFICATE IS NON-TRANSFERABLE

6504 Bridge Point Parkway, Suite 100 | Austin, TX 78730 | www.360training.com

(CUT HERE)

(CUT HERE)



Issued: 07/24/2024
Certificate #: ON-000034328091

Peter Hansinger

CERTIFIED

Expires: 07/24/2027



A 360TRAINING COMPANY

Phone: 800-438-8477
www.gettips.com

This card was issued for successful completion of the TIPS program.

Signature _____

April 9, 2024, Meeting (Hybrid via Zoom)

Via Zoom Platform

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

Select Board Members Absent:

Others Present: Paul Wisotzky-Town Moderator; Darrin Tangeman-Town Manager; Kelly Clark-Assistant Town Manager; Damion Clements-Director of Community Services; Emily Beebe-Health and Conservation Agent; Mark Gebhardt (Applicant to Serve on the Climate Action Committee); Jan Worthington (Truro Voter); Michael Forgione (Truro Voter); Dennis O'Brien (Truro Voter); Michael Cohen (Truro Resident and Building Ad Hoc Committee Member); Beverly Miller (Truro Resident); Tim Hickey (Truro Voter); Michael Forgione (Truro Voter); Ann Courtney (Beach Advisory Committee Chair); Austin Smith-Deputy Director of Recreation and Beach

Chair Reed called the meeting to order at 5:02 pm and read the information for the public to access the meeting by telephone and participate. Chair Reed introduced the Members and Town staff present.

PUBLIC COMMENT

Before recognizing any individual for public comment, Chair Reed read aloud the ground rules regarding public comment.

Chair Reed asked if any member of the public wished to provide public comment and Chair Reed recognized the following individuals: Member Rein, Ms. Worthington, Mr. Forgione, Mr. O'Brien, and Mr. Cohen.

Note: Mr. Cohen was unable to provide comments due to repeated technical issues.

PUBLIC HEARINGS

None

INTRODUCTION TO NEW EMPLOYEES/OTHER

None

BOARD COMMITTEE/COMMISSION APPOINTMENTS

A. Interview and Possible Appointment of Candidate to Climate Action Committee-Mark Gebhardt

Chair Reed led the interview of Mr. Gebhardt and Members conducted the interview by utilizing standardized questions.

Member Weinstein made a motion to appoint Mark Gebhardt to the Climate Action Committee for a three-year term expiring June 30, 2026.

Member Dundas seconded the motion.

Roll Call Vote:

Vice Chair Areson - Aye

Member Dundas - Aye

Member Weinstein - Aye

Member Rein - Aye

Chair Reed – Aye

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

STAFF/COMMITTEE UPDATES

A. Town Meeting Planning Update

Presenters: Darrin Tangeman, Town Manager, and Paul Wisotzky, Town Moderator

Chair Reed announced that members of the public would be invited to comment on this agenda item once the presentation was completed.

Town Manager Tangeman provided an update and noted that there was extensive coordination by municipal department heads and stakeholders (police chief, fire chief, DPW director, community services director, school superintendent, town clerk, and the assistant town manager) to ensure that the Town Meeting was successful.

Town Moderator Wisotzky thanked Town staff for their hard work in preparation for the Town Meeting and encouraged the public to educate themselves on the proposed articles before attending as this will make the Town Meeting run smoothly and efficiently. Town Moderator Wisotzky also announced that there was now a “Town Meeting” tab on the Town of Truro’s website with important information that residents can access and Frequently Asked Questions (FAQs). Town Moderator Wisotzky also announced his email address (moderator@truro-ma.gov) and encouraged anyone with questions about the process to contact him.

After Town Manager Tangeman and Town Moderator Wisotzky’s presentation, Chair Reed recognized the following individuals who commented or asked questions about this agenda item: Ms. Worthington, Member Rein, Vice Chair Areson, Town Manager Tangeman, Assistant Town Manager Clark, Ms. Miller, Mr. Hickey, Member Dundas, and Mr. Forgione.

B. Update on FY24 Pamet River Restoration Grant

Presenters: Darrin Tangeman, Town Manager, and Emily Beebe, Health and Conservation Agent

Town Manager Tangeman and Health and Conservation Agent Beebe presented an overview of the \$2.1M grant and an update.

The Members and Health and Conservation Agent Beebe discussed the following highlighted topics: this agenda item meets the Select Board’s goals and objectives; there is detailed information in tonight’s Consent Agenda to include timelines/milestones and the restoration of salinity and no impact on drinking water.

TABLED ITEMS

None

SELECT BOARD ACTION

A. Review and Possible Approval of Paddle Craft Rack Program and Nonmotorized Watercraft Storage Program

Presenter: Damion Clements, Director of Community Services

Community Services Director Clements provided an overview of this agenda item and the request for the Select Board's approval of the two programs with input from Health and Conservation Agent Beebe.

The Members, Community Services Director Clements, and Health and Conservation Agent Beebe discussed the following highlighted topics: the prohibition of the storage of Hobie Cat crafts and kayaks on the dunes as the owners of the crafts walk across the dunes and this activity adversely impacts erosion control of the dunes; the programs are available only for Town residents; the safety concerns expressed by the Harbormaster to Community Services Director Clements; the fragility of the coastal dune particularly at Corn Hill Beach; the challenges associated with older residents having to carry their crafts from across the parking lot to the shoreline; the use of public access to the beach; and the impact on the coastal birds which nest in the dunes.

Chair Reed recognized the following individuals who commented on or asked questions on this agenda item: Ms. Courtney and Ms. Worthington.

Vice Chair Areson stated she would not vote in favor of removing Hobie Cats from the beach.

Chair Reed made a motion to approve the Paddle Craft Rack Program and Non-Motorized Watercraft Storage Program minus the Hobie Cats with the associated regulations and the fees as proposed.

Member Weinstein seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Weinstein - Aye

Member Dundas - Aye

Member Rein - Aye

Chair Reed – Aye

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

B. Review and Approval Fees for the Truro Summer Recreation Youth Program

Presenter: Damion Clements, Director of Community Services

Community Services Director Clements provided an overview of this agenda item and the request for the Select Board's approval of the proposed 2024 fees with input from Deputy Director Smith.

The Members, Community Services Director Clements, and Deputy Director of Recreation and Beach Smith discussed the following highlighted topics: the low Non-Resident fee; the number of local youth participating in Provincetown's Summer Recreation Youth Program; the discount fee for a family's

second child in the program; the reduction of revenue by \$4,000; the fees compared to Provincetown as well as the lengths of the season in Truro and in Provincetown; and the anticipated higher number of participants this year over last year.

Chair Reed made a motion to approve the Summer Recreation Youth Program Fees as presented.

Member Rein seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Weinstein - Aye

Member Dundas - Aye

Member Rein - Aye

Chair Reed – Aye

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

C. Presentation, Discussion, and Possible Approval of the C.A.P.E. Public Health Collaborative Inter-Municipal Agreement (IMA)

Presenter: Emily Beebe, Health and Conservation Agent

Health and Conservation Agent Beebe provided an overview of this agenda item and the request for approval of the C.A.P.E. Public Health Collaboration Inter-Municipal Agreement (IMA).

The Members and Health and Conservation Agent Beebe discussed the following highlighted topics: the successful regional collaboration with other Outer Cape towns; and the consensus of the Board supporting the IMA.

Chair Reed made a motion to approve entering into the C.A.P.E. Public Health Collaborative Inter-Municipal Agreement (IMA) and to electronically sign.

Member Weinstein seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Weinstein - Aye

Member Dundas - Aye

Member Rein - Aye

Chair Reed – Aye

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

D. Discussion and Possible Approval of Special and Annual Town Meeting Motions

Presenter: Darrin Tangeman, Town Manager

Chair Reed and the Members reviewed the assigned movers for each Article and Vice Chair Areson noted that the movers on Article 5 and Article 7 on the Warrant for the Special Town Meeting were transposed. Assistant Town Manager Clark apologized for the error.

Chair Reed made a motion to approve the motions for Special Town Meeting to assign movers of the Articles as discussed and with Vice Chair Areson's recommended change.

Member Weinstein seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Weinstein - Aye
Member Dundas - Aye
Member Rein - Aye
Chair Reed – Aye
So voted, 5-0-0, motion carries.

Special Town Meeting Articles Review & Discussion

After the vote, Chair Reed led the Members in the discussion and review of the notes from Assistant Town Manager Clark regarding the Articles that Town staff recommended be postponed indefinitely. Town Manager Tangeman also provided input.

Member Weinstein expressed concern about the implications of postponing Article 2 (Authorization of Use of 340 Route 6 for Public Works Facility) and the need to have Town Counsel present (as required by the Town Charter and confirmed by Town Manager Tangeman) at the Special Town Meeting to provide legal opinion to dispel misinformation that has been spread across Truro.

Members had a lengthy discussion about allowing the Town's voters to vote on Article 2 at the Special Town Meeting with accurate information and not indefinitely postponing Article 2. After the lengthy discussion, Chair Reed said that the discussion had resulted in a unified consensus among the Members that Article 2 would move forward to the Special Town Meeting. Assistant Town Manager Clark noted the Members' decision regarding Article 2.

Assistant Town Manager Clark then reviewed Article 3 (Borrowing Authorization for the Engineering and Construction of Public Works Facility) with the Members. Chair Reed led the discussion with the Members and the Members agreed not to indefinitely postpone the Article and noted that there could be contingencies such as a motion on the Special Town Meeting floor to amend the Article to reduce the \$35M cost.

Assistant Town Manager Clark then reviewed Article 4 (Borrowing Authorization for the Engineering of Public Works Facility) with the Members and the motion will remain and contingencies will be included as discussed.

There were no changes to Article 5 (Adoption of Walsh Property Community Planning Committee Recommendations), Article 6 (Establish and Ad Hoc Walsh Property Advisory Committee), Article 7 (Adoption of Local Comprehensive Plan), Article 8 (Advisory Vote on Implementation of a Senior Pass Pilot Program), Article 11 (Amend Zoning Bylaw §30.8(B) Special Permits), and Article 12 (Amend Zoning Bylaw §40.1 Duplex Houses and Apartments; and §30.2 Use Table).

Members agreed to indefinitely postpone Article 9 (Amend General Bylaws to Add New Chapter IX Stormwater Management by Drainage, Erosion, and Sediment Control), Article 10 (Amend General Bylaws Chapter IV Public Safety to Add New Section 7 Curb Cuts), Article 13 (Article to Continue Community Involvement in the Walsh Design and Development Process – Petitioned Article), Article 14 (DPW Campus Design and Development Project for Town Hall Hill – Petitioned Article), and Article 15 (Senior Pass Program – Petitioned Article).

Chair Reed then assigned the following Members to be movers in the motions if the petitioned Article petitioners did not wish to postpone their respective Articles: Article 13 (Member Rein), Article 14 (Member Weinstein), and Article 15 (Member Dundas).

Annual Town Meeting Articles Review & Discussion

Chair Reed then briefly reviewed the Articles for the Annual Town Meeting and noted that Town staff will assign Members as movers. Member Rein requested to be the mover for Article 14 (Borrowing Authorization for Mill Pond Culvert Replacement and Salt Marsh Restoration) and for Article 39 (Advisory to Establish a Town Seal Committee). There were no objections.

E. Discussion and Possible Approval of Regulations for Short-Term and Long-Term Rentals
Presenter: Darrin Tangeman, Town Manager

Chair Reed announced that the Members would not vote on this agenda item this evening but will vote at the next meeting on April 25, 2024.

Town Manager Tangeman, with input from Assistant Town Manager Clark, provided an overview of this agenda item.

The Members, Town Manager Tangeman, and Assistant Town Manager Clark discussed the following highlighted topics: the draft regulations and additional language, removed language, and/or clarified language as recommended by Town Counsel, and the proposed requirement of a rental property owner reporting the number of vehicles at the property.

CONSENT AGENDA

Chair Reed asked if any Member had suggested edits or comments on the Consent Agenda. Vice Chair Areson noted that she had sent several typographical corrections to Town staff on the minutes. Vice Chair Areson also noted that on the February 13, 2024, minutes, on page 5, regarding the curb cut at Mill Pond Road, the following additional sentence be added "DPW Director Jarrod Cabral told the Board that grubbing and scrapping had been done and that it was allowed to do that without a permit" to those minutes. There were no objections and Vice Chair Areson told Town Manager Tangeman that she would send the edit for the additional sentence to Town staff.

A. Review/Approve and Authorize Signature:

1. MassDOT Event Notification Form for Second Summer Cycle
2. FY22/23 CDBG Housing Rehabilitation Contract with The Resources Inc and Certified Board Vote for Housing Rehabilitation Mortgages
3. FY24 Pamet River Restoration Standard Contract with Scope of Services
4. Seasonal Weekday Entertainment License and Application-Sustainable Cape Farmer's Market

B. Review and Approve Appointment Renewals: None

C. Review and Approve 2024 Seasonal Business Licenses: Days Market and Deli (Transient Vendor and Common Victualer), Jules Besch Stationers (Transient Vendor)

Review and Approve Select Board Meeting Minutes: February 8, 2024, Work Session Minutes; February 13, 2024 Minutes; March 7, 2023 Minutes

Chair Reed made a motion to approve the Consent Agenda as printed in the packet with Vice Chair Areson's recommended editorial change for the minutes of February 13, 2024.

Member Weinstein seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Weinstein - Aye

Member Dundas - Aye

Member Rein - Aye

Chair Reed – Aye

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

SELECT BOARD REPORTS/COMMENTS

Member Rein reported that she recently attended the Commission on Disabilities meeting and members departed after thirty minutes as there was not a quorum of members present. Member Rein said that the Commission on Disabilities and the Climate Action Committee could use additional members. Member Rein noted that the members of the Commission on Disabilities may join the meetings virtually or in person. Member Rein reminded the public that animals are on the move during this time of the year and for motorists to slow down for the otters, turtles, and turkeys.

Member Weinstein reported that he had attended all of the Ad Hoc DPW Building Committee meetings and noted that there have been several technical issues regarding accessibility to the meetings. Member Weinstein thanked the Ad Hoc DPW Building Committee members for their hard work as they moved to complete their work by April 22, 2024. Member Weinstein noted that Weston & Sampson representatives will attend the remaining Ad Hoc DPW Building Committee meetings and answer questions regarding the site work. Member Weinstein reiterated his confidence in the members of the Ad Hoc DPW Building Committee as they focused on 340 Route 6 and reducing the cost of the DPW Facility.

Member Dundas announced that the Concert Committee had received a grant from the Arts Foundation of Cape Cod and the grant amount was yet to be determined. Regarding the closure of Longnook, Member Dundas cautioned anyone from going there as he has never seen it that bad. The Provincetown Water & Sewer Board will meet on Tuesday, April 16, 2024, at 2 pm. This meeting will be expanded and Member Dundas will report back to the Members at the next Select Board meeting.

Vice Chair Areson announced that this Thursday, the Climate Action Committee will host "Oceans vs. Plastics" at the Truro Public Library at 6 pm. The Board of Health met last week on April 2, 2024, and had a great presentation on Narcan by the AIDS Support Group of Cape Cod. You may view the presentation on the Town website. Narcan boxes are now available at Truro Public Library and at the Community Center. Narcan is also available from Health and Conservation Agent Beebe. The Harbor Commission recently met and asked Harbormaster Tony Jackett to post the mooring waiting list on the Truro website. The Cape Cod National Seashore Advisory Commission (CCNSAC) met yesterday, and Superintendent Jennifer Flynn announced that there would be a rededication ceremony on May 3, 2024, at Highland Light. Vice Chair Areson mentioned water resources, freshwater and wastewater, housing, zoning, fire roads, and fire trails. The CCNSAC's next meeting will be held on July 1, 2024, and the agenda will include discussions on water resources and dune shacks.

Chair Reed announced that she was disturbed to hear that police officers were present today at the Town Hall meeting regarding campaign signs and yielded her time to Town Manager Tangeman who reviewed the rules regarding campaign signs.

For the upcoming election on May 29, 2024, Town Manager Tangeman reviewed the campaign sign permitting process through the Planning Board for campaign sign postings on Truro property, the rules regarding campaign sign postings on private property, and the situations where the Town will remove campaign signs and store them for the candidates to pick the signs up to post legally.

The Members then discussed minimum campaign sign distances along Truro roads and state highways. Town Manager Tangeman noted Town Clerk Elisabeth Verde will email all the candidates and encourage them to do the right thing.

Town Manager Tangeman also addressed the number of hours that Town staff spends on Public Records Requests that Mr. Forgione had mentioned during the public comment period of tonight's meeting. Town Manager Tangeman noted that the number of hours maintained by Town staff was more significant than Mr. Forgione's inaccurate number of hours. Town Manager Tangeman said that the Town can only charge for specific items associated with the Public Records Request. Chair Reed noted that Mr. Forgione's numbers were inaccurate and incomplete.

TOWN MANAGER REPORT

Town Manager Tangeman said that the virtual Pre-Special Town Meeting will be held on April 11, 2024, at 5:30 pm so the public may attend to have a better understanding of the process and the articles. Town Manager Tangeman commented and concurred with Member Weinstein's previous comments about the innovative approaches being taken by the Ad Hoc DPW Building Committee. Town Manager Tangeman also stated the vetting process for the construction company selected for the DPW Facility as well as the benefits of collaborating with the company that has been in business for over 25 years.

Chair Reed asked Town Manager Tangeman if he knew what Mr. Cohen intended to say during the public comment period and he replied that Mr. Cohen wanted to provide the community with an Ad Hoc DPW Building Committee update.

Town Manager Tangeman said that he had met today with Cape Cod National Seashore Superintendent Jennifer Flynn to discuss State Representative Julian Cyr's proposal to use the former Jack's Gas with the adjacent state highway facility as a possible DPW site, and noted that it would delay the construction of the DPW Facility.

Chair Reed noted that the next scheduled meeting on April 23, 2024, was on the second night of Passover and suggested a meeting date on April 25, 2024. There were no objections.

Chair Reed also noted that there would be an executive session and a work session before the end of April to discuss Town Manager Tangeman's contract. Chair Reed proposed a work session at 10 am, an executive session at 4 pm, and the regular meeting at 5 pm on April 25, 2024. There were no objections.

Chair Reed and Town Manager Tangeman reviewed the agenda for the next Select Board meeting on April 25, 2024. Due to the number of agenda items, Chair Reed then announced that the executive session would be at 3 pm and the regular meeting would be at 4 pm.

Town Manager Tangeman announced that the Annual Town Meeting Warrant was with the printer and posted on the Town website later this week and hard copies would be available once delivered. Town Meeting updates will be posted on the Truro website.

Member Dundas made a motion to adjourn at 8:29 pm.

Member Weinstein seconded the motion.

By unanimous consent, the meeting was adjourned.

Respectfully submitted,



Alexander O. Powers

Board/Committee/Commission Support Staff

Kristen Reed, Chair

Susan Areson, Vice Chair

John Dundas, Clerk

Stephanie Rein, Member

Robert Weinstein, Member

Public Records Material Attachments

Legal Notice

Application to Serve- Mark Gebhardt

Paddle Craft Rack Regulations

Non-Motorized Watercraft Storage Regulations

Picture of Paddle Craft/Watercraft Storage on Corn Hill Beach

Paddle Craft Rack Location – Great Hollow Beach

Paddle Craft Rack Location – Corn Hill Beach

Proposed Summer Recreation Youth Program Fees – 2024

IMA Document

Special Town Meeting Motions (with notes)

List of Annual Town Meeting Articles

Existing General Bylaw, Chapter II, Section 1

Article 32: General Bylaw Amendment – Prohibitions Related to Short-Term Rental of Residential Properties

Draft Regulations (to be provided by Town Counsel in advance of the meeting)

Event Notification Form and Application for Permit for Organized Bike & Road Races for Second Summer Cycle

Contract with The Resources Inc. and the Town of Truro

Authorization for TRI to sign loan subordinations and discharges on behalf of the Town's Housing Rehabilitation Program

Standard State Contract

Scope of Services

Entertainment Application Signed by Chief of Police

2024 Seasonal Application for Days Market and Deli

2024 Seasonal Application for Jules Besch Stationers

April 25, 2024, Meeting (Hybrid via Zoom)

Via Zoom Platform

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

Select Board Members Absent:

Others Present: Darrin Tangeman-Town Manager; Katie Riconda-Communications and Marketing Coordinator

Chair Reed called the meeting to order at 10 am and read the information for the public to access the meeting by telephone and participate. Per Select Board Policy 56: Select Board Sessions, the meeting is open to the public, however, comments from the public will not be taken and votes will not be taken.

SELECT BOARD ACTION

A. Town Manager Performance Evaluation Update

Chair Reed noted that new materials had arrived this morning and had not yet been reviewed by the Members.

Town Manager Tangeman recognized Ms. Riconda for her efforts and hard work in her role as well as provided information about her professional background to include working in the federal government. Town Manager Tangeman noted the quality of her work and the civility of the documents that she produced since joining the Town staff.

Town Manager Tangeman then provided an update since his mid-point review and noted that the Community Center was an ideal location to conduct Town Manager Monthly Coffees to discuss and advocate for key community initiatives and topics. Town Manager Tangeman said that he appreciated the community's involvement in the Town Manager Monthly Coffees and recognized the following individuals who regularly participate in these events: Jon Slater, Tim Hickey, Michael Forgione, Peter Herridge, Lisbeth Chapman, Dennis O'Brien, and Kathleen O'Brien.

Town Manager Tangeman reviewed the questions that have been asked at the Town Manager Monthly Coffees with the Members and reviewed the responses to specific and highlighted questions.

Chair Reed noted the incredible work that Town Manager Tangeman had done and asked Town Manager Tangeman to provide an Executive Summary to highlight the most important items due to time constraints. Town Manager Tangeman stated that his 9-page update would be distributed to the community.

Town Manager Tangeman provided updates on the following items related to his performance evaluation:

- The Part-Time Resident Advisory Committee
- Monthly lunches
- Weekly community office hours and virtual meetings with members of the community
- regular meetings with International City/County Management Association (ICMA) mentors to discuss complex issues facing Truro
- Professional development
- The DPW Facility forum
- Monthly community surveys
- Facebook Live event (10-12 participants with over 600 total views)
- 2024 Town of Truro Satisfaction Survey

Chair Reed, the Members, and Town Manager Tangeman commented on and discussed the following topics regarding the 2024 Town of Truro Satisfaction Survey: ensuring anonymity for individuals who complete the survey, the prevention of multiple responses by a single individual, the collection of paper surveys at Town Hall, the ability to geolocate survey responses and data points by IP address, the suggested inclusion of visiting population input as the Town experiences an influx of 25,000 to 30,000 visitors during the summer season compared to 2,500 year-round residents, ways to partner with the Chamber of Commerce to assess needs from Truro businesses, the suggestion to receive written surveys at the Town Clerk's office, and the suggested inclusion of input from individuals who utilize Pamet Harbor.

Chair Reed recognized Town Manager Tangeman's efforts in the significant improvement in his community outreach and engagement efforts. Chair Reed noted that Town Manager Tangeman's 9-page update reflected his love for Truro and that he genuinely cares about the Town and its people.

Chair Reed invited the Members to comment about Town Manager Tangeman's performance and the Members noted that Town Manager Tangeman was available to the community. Members said that they were impressed with his "180" since his last evaluation. Chair Reed concluded by stating "Well done, sir!"

Member Rein concurred with Chair Reed's comments.

Member Weinstein did note that he would like to have more opportunities to engage informally with Town Manager Tangeman 1-on-1 as he felt this would help build the relationship between Town Manager Tangeman and individual Members. Town Manager Tangeman was receptive and noted that there could be an opportunity to reorganize the annual evaluation based upon the current work plan and the comments made at this work session.

Chair Reed and the Members then discussed communication style and the need that all Members receive information at the same time. Chair Reed noted that her frequent communication (including texting) with Town Manager Tangeman reflected her trust in him and it was not an effort for her to have more authority over him or give him direction without the Members' approval. Vice Chair Areson responded that she could not comment on that as she was not privy to those texts between Chair Reed and Town Manager Tangeman. Chair Reed and Vice Chair Areson mutually agreed that communication between the Members and the Town Manager needed to be worked out. Vice Chair Areson also said all members of the Select Board should receive information at approximately the same time.

Member Dundas noted communication among individual Members could improve and that the role of the Town Manager was built around endurance. Member Dundas said that Town Manager Tangeman had a great team around him.

Town Manager Tangeman reiterated his desire to meet with the individual Members at their convenience based upon his availability. Town Manager Tangeman suggested that after the election that the new Select Board should review the Town Manager's evaluation form and make changes which reflect its expectations.

Chair Reed adjourned the meeting at 11:08 am.

Respectfully submitted,



Alexander O. Powers
Board/Committee/Commission Support Staff

Kristen Reed, Chair

Susan Areson, Vice Chair

John Dundas, Clerk

Stephanie Rein, Member

Robert Weinstein, Member

Public Records Material Attachments

Legal Notice

April 25, 2024, Meeting (Hybrid via Zoom)

Via Zoom Platform

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

Select Board Members Absent:

Others Present: Darrin Tangeman-Town Manager; Jarrod Cabral-DPW Director; Katie Riconda-Communications and Marketing Coordinator; Michael Cohen (Truro Voter and Ad Hoc DPW Building Committee-Chair); Bob Higgins-Steele (Truro Voter and Ad Hoc DPW Building Committee-Chair); Christopher Clark (Town Resident); Stephanie Costigan-Truro Elementary School Superintendent

Chair Reed called the meeting to order at 5:00 pm and read the information for the public to access the meeting by telephone and participate. Chair Reed introduced the Members and Town staff present.

PUBLIC COMMENT

Prior to recognizing any individual for public comment, Chair Reed read aloud the ground rules regarding public comment.

Chair Reed asked if any member of the public wished to provide public comment and Chair Reed recognized the following individual: DPW Director Cabral

PUBLIC HEARINGS

None

INTRODUCTION TO NEW EMPLOYEES/OTHER

None

BOARD COMMITTEE/COMMISSION APPOINTMENTS

None

STAFF/COMMITTEE UPDATES

A. Ad Hoc DPW Building Committee – For the Future Public Works Facility Update and Possible Recommendations

Presenters: Ad Hoc DPW Building Committee Co-Chairs Michael Cohen and Bob Higgins-Steele

Ad Hoc DPW Building Committee-Chair Cohen and Ad Hoc DPW Building Committee-Chair Higgins-Steele reported that the Ad Hoc DPW Building Committee had just completed its eighth meeting since the inception of the group on April 1, 2024. The meetings last 90 minutes to 3½ hours.

Prior to the AHBC's update, DPW Director Cabral gave an overview as to what the Ad Hoc DPW Building Committee examined to develop the committee's recommendations. The overview included the following:

- the modified anticipated costs of a new hybrid facility

Note: At video timestamp 18m 28s, the audio was lost, and the meeting went into recess at timestamp 21m 58s. At timestamp 24m 53s, Chair Reed announced that a disruptive individual was the reason for the recess. Chair Reed then reviewed the process for individuals to participate in this meeting. DPW Director Cabral then continued.

- the review of the layout
- the reductions from the square footage (vehicle storage, maintenance bay, and custodial storage)

Ad Hoc DPW Building Committee Co-Chair Cohen provided a summary of the committee's makeup of talent; an overview of Phoenix-based construction company Strata International Group (SIG) and the environmentally sound building product (EPS foam and polymer concrete mix) that the company offers; the Ad Hoc DPW Building Committee's next meeting on Tuesday, April 30, 2024 and the agenda items to include public comment and a vote on the Ad Hoc DPW Building Committee's meeting minutes; potential next steps with SIG to include a site visit (travel and lodging expenses paid by SIG and in order to vetting SIG) Arizona, Colorado, or Utah with selected Town staff, selected Ad Hoc DPW Building Committee members, and Weston & Sampson representatives to examine ongoing SIG construction projects and then report back to the Select Board.

Note: At video timestamp 40m 02s, Co-Chair Cohen stated the Ad Hoc DPW Building Committee's recommendation pertaining to Article 3.

Co-Chair Cohen announced that Ad Hoc DPW Building Committee's recommendation that a reduction in square footage of no less than 20,150 square feet and a maximum borrowing authorization of \$28,310,000.

DPW Director Cabral added that pertaining to Article 4 for Special Town Meeting the cost would be 10% of the recommended maximum borrowing authorization of \$28,310,000 resulting in \$2,800,000.

Pertaining to Article 13 for Annual Town Meeting, DPW Director Cabral said that the recommended borrowing authorization would remain at \$28,310,000.

The Members, Town Manager Tangeman, DPW Director Cabral, and Ad Hoc DPW Building Committee Co-Chair Cohen commented on or discussed the following highlighted topics: SIG's declaration that it could train a construction crew in as little as 3 days with their construct methods and products as SIG does not have a current presence in New England; the talent serving on the Ad Hoc DPW Building Committee; SIG's construction of a car dealership in the Philippines that is similar in construction considerations of the proposed DPW facility; a potential verbal presentation conducted during Annual

Town Meeting with the appropriate number of handouts or similar visual aids to accommodate and educate the Town's voters; and an overview of when the Ad Hoc DPW Building Committee was created and why.

Chair Reed then recognized Mr. Clark who commented on this agenda item and there were no others who also wanted to comment on this agenda item.

B. Update Transfer Station Operations

Presenter: Jarrod Cabral, Public Works Director

DPW Director Cabral provided an update on Transfer Station operations and noted that due to four staff shortages there would be no 7-day a week operations but 5-day a week operations. DPW Director Cabral then presented the plan for the seasonal operations at the Transfer Station. DPW Director Cabral briefed the marketing plan for the recruitment of the Transfer Station staff vacancies, the notification to the public and commercial haulers of the reduced days of operations, and the creative recruitment solutions to fill the current vacancies so to minimize any disruption of Transfer Station operations during the upcoming season.

Town Manager Tangeman also commented on the recruitment solutions to fill the vacancies and noted the significant gap in pay in the private sector for Commercial Driver License (CDL) drivers compared to CDL driver pay in the public sector. Communications and Marketing Coordinator Riconda also noted different social media platforms which could be utilized to increase outreach to attract talent.

C. Updates on Beach Closures

Presenter: Jarrod Cabral, Public Works Director

DPW Director Cabral provided an update on beach closures impacted by erosion. DPW Director Cabral noted the deteriorating conditions at Longnook Beach and efforts to improve the conditions. Other beaches affected include Cold Storage Beach and Noons' Landing.

TABLED ITEMS

None

SELECT BOARD ACTION

A. Discussion and Possible Vote on Use of Dennis Family Gift Fund Monies for the Possible Eminent Domain Taking of Truro Motor Inn

Presenter: Darrin Tangeman, Town Manager

Town Manager Tangeman presented the Town staff's recommendation regarding the Select Board prepared Article 11 and how to pay for the eminent domain taking of Truro Motor Inn. The Members and Town Manager Tangeman discussed requesting Town Counsel be present at the Town Meeting to answer questions regarding eminent domain.

Member Weinstein made a motion to allocate \$1,600,000 of Dennis Family Funds for the acquisition of Truro Motor Inn, contingent on approval of Article 11 at Town Meeting.

Member Dundas seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas - Aye

Member Weinstein - Aye

Member Rein - Aye

Chair Reed – Aye

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

B. Discussion and Approval of Special Town Meeting and Annual Town Meeting Motions

Presenter: Darrin Tangeman, Town Manager

Town Manager Tangeman reviewed selected motions from the Motion Book which needed to be amended after review by Town Counsel. The motions affected are:

- Special Town Meeting (STM) Article 3: Borrowing Authorization for the Engineering and Construction of the Public Works Facility, STM Article 4: Borrowing Authorization for the Engineering of the Public Works Facility, STM Article 5: Adoption of Walsh Property Community Planning Committee Recommendations, and STM Article 7: Adoption of Local Comprehensive Plan.
- Annual Town Meeting (ATM) Article 11: Acquisition of Truro Motor Inn and ATM Article 13: Borrowing Authorization for the Engineering and Construction of Public Works Facility.

Member Weinstein objected to the language of the motion contained in STM Article 2: Authorization of Use of 340 Route 6 for Public Works Facility and noted that he was on the Select Board, in 1990, when the voters approved at Town Meeting the purchase of 340 Route 6 (and the voters approved in favor at the ballot box) and the language of that 1990 motion contained the language of “for any lawful municipal use”. Member Weinstein stated that the present motion should reflect the language contained in the previously approved motion approved and passed by Truro voters in 1990. Town Manager Tangeman will contact Town Counsel for a legal opinion on Member Weinstein’s recommended edit.

Member Rein made a motion to approve the Motion Book, including the motions and movers of articles, for 2023 Special Town Meeting and 2024 Annual Town Meeting, with the changes discussed. Member Weinstein seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas – Aye

Member Weinstein - Aye

Member Rein - Aye

Chair Reed – Aye

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

C. Discussion and Possible Approval of Regulations for Short-Term and Long-Term Rentals

Presenter: Darrin Tangeman, Town Manager

Chair Reed noted that the Members had discussed this agenda item many times and Town Manager Tangeman provided an update with legal opinions from Town Counsel. Town Manager Tangeman noted that the regulations now reflect the Town Counsel’s recommendations for these regulations.

The Members and Town Manager Tangeman commented on or discussed the following highlighted items: the procedure for obtaining a certificate of registration for rentals and the record keeping requirements for operators.

Chair Reed made a motion to adopt the regulations as drafted, contingent on the passing of Article 32: General Bylaw Amendment – Prohibitions Related to Short-Term Rental of Residential Properties at the 2024 Annual Town Meeting, and to format the regulations on letterhead and authorize electronic signature with the changes discussed.

Member Weinstein seconded the motion.

Discussion: The Members and Town Manager Tangeman briefly discussed the communication strategy to notify the public regarding this item as this Article would be effective July 1, 2024, if passed at Town Meeting.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas – Aye

Member Weinstein - Aye

Member Rein - Aye

Chair Reed – Aye

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

D. Discussion and Vote on Nominees for the Fred Todd Community Service Award

Presenter: Darrin Tangeman, Town Manager

Prior to the discussion of this agenda item, Chair Reed recognized Member Dundas for his efforts on this agenda item. Four nominees were submitted to the Members for consideration. The nominees discussed by the Members were: Robert Masson (nominated by Holly Ballard-Gardner), Ken Oxtoby (nominated by Stephanie Costigan), Pat Wheeler (nominated by Ken Field), and Carl Brotman (nominated by Kristen Reed).

Superintendent Costigan nominated Mr. Oxtoby. Chair Reed recognized Superintendent Costigan who spoke to the Members about Mr. Oxtoby's nomination.

Member Dundas made a motion to award Carl Brotman with Truro's second Fred Todd Community Service Award, to be presented at the Annual Town Meeting on May 4, 2024.

Member Weinstein seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas – Aye

Member Weinstein - Aye

Member Rein - Aye

Chair Reed – Aye

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

Following the vote, the Members unanimously agreed that the Town staff will draft a letter (on the Town of Truro letterhead) to each nominee thanking the nominees for their contributions to the Town. Each letter will be signed by Chair Reed on behalf of the Members.

E. Determination and Possible Vote on Date(s) for Select Board Meeting(s) for After Election
Presenter: Darrin Tangeman, Town Manager

Vice Chair Areson provided background information about this agenda item. The Members and Town Manager Tangeman discussed the swearing-in and orientation of the new Members following the upcoming election. The Members discussed the dates for the Select Board meetings after the election. The dates discussed were May 14th, May 28th, June 11th, and June 25th as listed in this meeting's agenda.

Chair Reed made a motion to approve the Select Board meeting dates as advertised.

Member Rein seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas – Aye

Member Weinstein - Aye

Member Rein - Aye

Chair Reed – Aye

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

CONSENT AGENDA

Chair Reed asked if any Member had suggested edits or comments on the Consent Agenda and there were none.

A. Review/Approve and Authorize Signature:

1. Seasonal 7-Day Entertainment License for Payomet Performing Arts Center
2. 5135 State Highway Eastham, MA, Subordination of Mortgage
3. Approval of Event Notification Form for MassDOT for New England Endurance Events
4. Letter from Select Board to Republican Town Committee Chair Requesting List of Enrolled Members Seeking Appointment as Election Officers

B. Review and Approve Appointment Renewals: None

C. Review and Approve 2024 Seasonal Business Licenses: Highland Links (Common Victualer and Transient Vendor), Lewis Brothers Ice Cream (Hawker Peddler), Blackfish Restaurant (Common Victualer)

Review and Approve Select Board Meeting Minutes: None

Chair Reed made a motion to approve the Consent Agenda as printed in the packet.

Vice Chair Areson seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas – Aye

Member Weinstein

Member Rein - Aye

Chair Reed – Aye

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

SELECT BOARD REPORTS/COMMENTS

Member Weinstein reported that he had attended the recent Ad Hoc DPW Building Committee meetings and the Pamet Harbor Commission's (PHC) most recent meeting. The primary concern of the PHC is the debris that has collected on the North and South Jetty. Member Weinstein noted that he has made Town Manager Tangeman aware of the PHC's concern and stated that it was his hope that the Town address this situation as it is a public safety issue. Member Weinstein asked for the public to please pick up after themselves in the Seashore District and in Town.

Member Rein thanked the Members for their hard work over the last year as well as her appreciation for the input from the residents on all issues affecting Truro.

Member Dundas read aloud a letter of recognition from the Commonwealth of Massachusetts' Department of Environmental Protection to the Provincetown Water and Sewer Board for its outstanding performance in 2023. Member Dundas noted the importance of the hard work of those involved with the municipal water supply.

Vice Chair Areson thanked Member Weinstein for his attendance at the Pamet Harbor Commission and previous comments as she was unable to attend. The Charter Review Committee (CRC) met this week and will meet again in June. The CRC is working on a list identifying issues to address over the next year and would like to receive the public's input. Vice Chair Areson offered her condolences to the family of Bob Holt who passed away recently at the age of 106. Vice Chair Areson noted the attendance and success of last night's Pre-Town Meeting. Vice Chair Areson said that she is not on social media, but she has received information from Town residents about social media posts by a number of members of various Town committee and boards. Vice Chair Areson noted that it is an individual's right to post on social media, but she advised that these individuals should review their Town's Board and Committee Handbook regarding conduct with particular attention to page 14.

Chair Reed thanked Vice Chair Areson for her last comment and noted that it can be misunderstood whether an individual is expressing their First Amendment right as a private citizen or as a member of a Town board or committee. Chair Reed said that last night's meeting was successful, and she has received many positive comments from Town residents. Chair Reed thanked Town staff for their hard work and looked forward to the upcoming Special Town Meeting and Annual Town Meeting. Chair Reed recognized Town Moderator Paul Wisotzky for his contributions and hard work ahead of the two important upcoming Town meetings.

TOWN MANAGER REPORT

Town Manager Tangeman said that while the Members were in Executive Session earlier today, he and Town Moderator Wisotzky held a Facebook Live event on Town meeting. It was a recorded event and answered many questions regarding the Special Town Meeting and the Annual Town Meeting. Town Manager Tangeman reiterated the date of May 4, 2024, for the upcoming Special Town Meeting and the Annual Town Meeting. Town Manager Tangeman suggested that voters visit the Town's website for more information and to watch a posted video in order to be prepared for the meetings.

Town Manager Tangeman announced that on May 7, 2024, at 6 pm, a Candidates' Night will be held at the Community Center for the public to hear the Town's candidates seeking election.

Town Manager Tangeman reviewed the agenda for the next Select Board meeting on May 14, 2024. Chair Reed also announced an Executive Session on May 14, 2024, before the regular meeting.

Town Manager Tangeman also provided an update on the public safety office's posture for the 2024 summer season. Town Manager Tangeman noted that there were two final firefighter candidates for one vacancy in the fire department and there was one current vacancy for a police officer. Town Manager Tangeman also noted that there would be an increased number of law enforcement officers present at the upcoming May 4th meetings.

Member Weinstein made a motion to adjourn at 7:27 pm.

Member Dundas seconded the motion.

By unanimous consent, the meeting was adjourned.

Respectfully submitted,



Alexander O. Powers
Board/Committee/Commission Support Staff

Kristen Reed, Chair

Susan Areson, Vice Chair

John Dundas, Clerk

Stephanie Rein, Member

Robert Weinstein, Member

Public Records Material Attachments

Legal Notice

Motion Book for May 4, 2024, Town Meetings

Existing General Bylaw, Chapter II, Section 1

Article 32: General Bylaw Amendment – Prohibitions Related to Short-Term Rental of Residential Properties

Draft Regulations

Fred Todd Community Service Award Nominations – Robert Masson

Fred Todd Community Service Award Nominations – Ken Oxtoby

Fred Todd Community Service Award Nominations – Pat Wheeler

Fred Todd Community Service Award Nominations – Carl Brotman (Chair Nomination)

2024 Entertainment Application and Sunday State Entertainment Application

Subordination of Mortgage

Original Mortgage dated May 19, 2023, with TRI (Grant Administrator)

Application for Permit Organized Bike and Road Race by New England Endurance Events

MGL Part I, Title VIII, Chapter 54, Section 12: Election Officers in Towns; Procedures; Eligibility; Examinations

Draft Letter from the Select Board to the Republican Town Committee

Renewal Application for 2024: Highland Links Café and Pro Shop

Renewal Application for 2024: Lewis Brothers Ice Cream

Renewal Application for 2024: Blackfish Restaurant

May 14, 2024, Meeting (Hybrid via Zoom)

Via Zoom Platform

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

Select Board Members Absent:

Others Present: Darrin Tangeman-Town Manager; Kelly Clark-Assistant Town Manager; Jamie Calise-Chief of Police; Jarrod Cabral-DPW Director; Elisabeth Verde-Town Clerk; Barbara Carboni-Town Planner and Land Use Counsel; Damion Clements-Community Services Director; Emily Beebe-Health and Conservation Agent; Naomi Rorro (Truro Resident); Steven Stahl (Truro Resident); Jack Riemer (Truro Voter); Debbie White (Truro Resident); Mike Rorro (Truro Resident); Dawnell Dennison (Owner, Manager, and Applicant of Millan's Restaurant); Carlos Millan (Owner, Executive Chef, and Applicant of Millan's Restaurant); Ted Malone (Community Housing Resource, Inc-President); Tiffany Leung (The Community Builders Inc-Development Project Manager; Ann Courtney (Chair of the Beach Advisory Committee); Kevin Grunwald (Truro Voter and Chair of the Truro Housing Authority)

Chair Reed called the meeting to order at 5:12 pm and read aloud the information for the public to access the meeting by telephone and participate. Chair Reed introduced the Members and Town staff present.

PUBLIC COMMENT

Prior to recognizing any individual for public comment, Chair Reed read aloud the ground rules regarding public comment.

Chair Reed asked if any member of the public wished to provide a public comment and Chair Reed recognized the following individuals: Ms. Rorro, Mr. Stahl, Mr. Riemer, Ms. White, Mr. Rorro, and Town Manager Tangeman.

Note: After the public comments were made, Chair Reed asked Members to move Agenda Item 7H and Agenda Item 7I forward and there were no objections.

SELECT BOARD ACTION

H. Approval of May 29, 2024 Annual Town Election Warrant Posting, Early Voting and Early Voting Schedule, Police Detail, and Election Officer Appointments
Presenter: Elisabeth Verde, Town Clerk

Town Clerk Verde provided an update regarding today's Board of Registrars' meeting. Chair Reed then reviewed the suggested motions for the Members to consider.

The Members and Town Clerk Verde discussed the following highlighted topics: timeline of notification to the Town Republican Committee regarding the appointment of election workers and officers as well as follow-up correspondence by the Town Clerk; a review of the Board of Registrars' recommendations for election officer appointments; a review of the options available to the Select Board for the election officer appointments; training for election officers who had no previous election experience; consideration of a shorter appointment period instead of an appointment expiration of June 25, 2025; the consideration of temporary appointments; and the unanimous straw poll vote by the Members in support of the appointments of the following individuals as Election Officers: Susan Chapman, Steven Garvan, and Dennis O'Brien.

Chair Reed made a motion to appoint the Election Officers Susan Chapman, Steven Garvan, and Dennis O'Brien as recommended by the Board of Registrars with a term expiring July 23, 2024, and if there are no issues, they are automatically reappointed to a term expiring June 25, 2025.

Member Weinstein seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas – Aye

Member Weinstein – Aye

Member Rein – Aye

Chair Reed – Aye

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

Chair Reed made a motion to delegate the Chief of Police to designate the number of police officers at Precinct 1 and designate which police officers will work the polls at Precinct 1.

Member Dundas seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas – Aye

Member Weinstein – Aye

Member Rein – Aye

Chair Reed – Aye

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

Chair Reed made a motion to approve the request of the Board of Registrars for the Town of Truro to hold Early In-Person voting days for the May 29, 2024 Annual Town Election on May 18th from 9am to 5pm and on May 21st, 22nd and 23rd from Noon to 4pm for a total of 20 hours for the week.

Member Weinstein seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas – Aye

Member Weinstein – Aye

Member Rein – Aye

Chair Reed – Aye

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

Chair Reed made a motion to approve the posting of the Warrant for the Annual Town Election on May 29, 2024 and authorize electronic signature.

Member Weinstein seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas – Aye

Member Weinstein – Aye

Member Rein – Aye

Chair Reed – Aye

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

Chair Reed made a motion to approve the Warrant for the Annual Town Election on May 29, 2024 and authorize electronic signature.

Vice Chair Areson seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas – Aye

Member Weinstein – Aye

Member Rein – Aye

Chair Reed – Aye

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

Chair Reed made a motion to appoint William Rex McKinsey to the position of Warden for a term to expire on June 24, 2025.

Vice Chair Areson seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas – Aye

Member Weinstein – Aye

Member Rein – Aye

Chair Reed – Aye

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

Chair Reed made a motion to appoint Julie Cataldo to the position of Deputy Warden for a term to expire on June 24, 2025.

Member Rein seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas – Aye

Member Weinstein – Aye

Member Rein – Aye

Chair Reed – Aye

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

Chair Reed made a motion to appoint Shawn Grunwald to the position of Clerk for a term to expire on June 24, 2025.

Member Rein seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas – Aye

Member Weinstein – Aye

Member Rein – Aye
Chair Reed – Aye
So voted, 5-0-0, motion carries.

Chair Reed made a motion to appoint Mary Abt to the position of Deputy Clerk for a term to expire on June 24, 2025.

Member Rein seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye
Member Dundas – Aye
Member Weinstein – Aye
Member Rein – Aye
Chair Reed – Aye
So voted, 5-0-0, motion carries.

Chair Reed made a motion to appoint Michael Kaelberer to the position of Inspector for a term to expire on June 24, 2025.

Member Rein seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye
Member Dundas – Aye
Member Weinstein – Aye
Member Rein – Aye
Chair Reed – Aye
So voted, 5-0-0, motion carries.

I. Discussion and Possible Approval of Special Town Election Date and Special Town Election Ballot Questions

Presenter: Elisabeth Verde, Town Clerk

Town Clerk Verde provided background information regarding the four Articles which will be on the ballot and the recommended special town election date.

The Members, Town Clerk Verde, and Assistant Town Manager Clark discussed the following highlighted topics: the inclusion of figures, or lack of figures, on the ballot questions in accordance with Massachusetts General Law and the recommended election date of June 27, 2024.

Chair Reed made a motion to approve the 2024 Special Town Election Ballot and to call the 2024 Special Town Election for June 27, 2024 and to send proper notice from the Select Board to the Town Clerk and to authorize the Chair to sign electronically.

Member Rein seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye
Member Dundas – Aye
Member Weinstein – Aye
Member Rein – Aye
Chair Reed – Aye
So voted, 5-0-0, motion carries.

PUBLIC HEARINGS

A. New Seasonal All Alcohol On-Premises Pouring License and Common Victualer (food) License-Dawnell Dennison, Manager of Millan's Restaurant dba Millan's Restaurant, 104 Shore Rd, Truro

Chair Reed announced that at 6 pm, the Select Board opened the hearing on the new Seasonal All Alcohol On-Premises Pouring License and Common Victualer (food) License. Chair Reed read aloud the information for the public to access the meeting and the legal notice pertaining to this hearing.

The Members and the Applicants discussed the following highlighted topics: the Applicants' experience in the hospitality industry, the menu, the anticipated opening date of the restaurant in mid-June, the hours of operation and days when the restaurant will be open during the summer season and off-season and staffing for the restaurant.

Chair Reed asked if anyone from the public had any questions or comments and there were none.

Member Weinstein made a motion to close the hearing in this matter.

Vice Chair Areson seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas - Aye

Member Weinstein - Aye

Member Rein - Aye

Chair Reed – Aye

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

Note: After the vote, Mr. Millan commented that it may be a possibility that the restaurant may serve breakfast after the summer season but a final decision has not yet been made.

Chair Reed made a motion to approve the application for a new seasonal all-alcohol liquor license and Common Victualer license for Millan's Restaurant LLC, dba Millan's Restaurant, Dawnell Dennison, Manager, located at 104 Shore Rd, North Truro.

Member Weinstein seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas - Aye

Member Weinstein - Aye

Member Rein - Aye

Chair Reed – Aye

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

Chair Reed made a motion to amend the previous motion to reflect the licenses were approved for 7 days a week operations.

Member Weinstein seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas - Aye

Member Weinstein - Aye
Member Rein - Aye
Chair Reed – Aye
So voted, 5-0-0, motion carries.

Note: After the previous vote, Chair Reed asked Members to move Agenda Item 5A forward and there were no objections.

STAFF/COMMITTEE UPDATES

A. Town Meeting Report
Presenter: Darrin Tangeman, Town Manager and Jamie Calise, Chief of Police

Prior to the update, Chair Reed congratulated Town staff for a good job as they exceeded expectations. Chair Reed noted that the Members had received laudatory comments from the public.

Town Manager Tangeman and Chief Calise provided an update on this agenda item with input from Assistant Town Manager Clark. Highlighted topics included: preparations for the meeting, the logistical plan, coordination with the Town Clerk's office for the check-in process, the transportation plan, off-site parking, law enforcement support from regional agencies, an overview and lessons learned from individuals using restrooms near the school's administration office giving unintended access potentially to confidential information about school children and illegally parked cars along the state highway, an unexpected situation in the women's bathroom that was remedied by the school's custodial staff, several individuals who were abusive and inappropriate to the Town staff, the potential posting of signage cautioning citizens against abusive and inappropriate behavior towards Town staff at future meetings (similar to signage posted at Cape Cod Hospital), and the importance of being a good witness if witnessing an abusive or inappropriate act.

The Members, Town Manager Tangeman, and Chief Calise discussed the following highlighted topics: communications and collaboration among the Town staff, the suggestion of equipping identified Town staff with first responder radios (not viable due to the sensitive nature of law enforcement operations, call signs, codes, and the cost of radios), the absence of the Massachusetts State Police to augment the Truro Police, and the abuse of Town staff and options available to those Town staff affected.

INTRODUCTION TO NEW EMPLOYEES/OTHER

None

SELECT BOARD APPOINTMENTS

A. Appointment of Special Counsel for 100 Route 6 Litigation
Presenter: Barbara Carboni, Town Planner and Land Use Counsel

Chair Reed announced that the Members were well informed as to this agenda item and asked the Members if they had any questions for Town Planner and Land Use Counsel Carboni before taking a vote on this agenda item.

The Members and Town Planner and Land Use Counsel Carboni commented on, or discussed, the following highlighted topic: additional information regarding KP Law's conflict of interest in representing the Zoning Board of Appeals in Superior Court and Land Court cases (the Building Commissioner is a complainant and the ZBA is a defendant and the Town Counsel could not represent both parties in a pending matter before the Court).

Chair Reed made a motion to appoint Adam Costa, Esq., Mead, Talerman & Costa, LLC as Special Counsel to represent the Zoning Board of Appeals in: 100 Route 6 LLC et al. v. Arthur F. Hultin et al., Land Court Case No. 23 MISC 000668 100 Route 6 LLC et al. v. Arthur F. Hultin et al., Land Court Case No. 24 MISC 000141 Richard Stevens v. Zoning Board of Appeals, Barnstable Superior Court Civil Action No. 2372CV00454 and to authorize the Town Manager to enter into a contract with Mead Talerman & Costa for purposes of this representation.

Member Weinstein seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas - Aye

Member Weinstein - Aye

Member Rein - Aye

Chair Reed – Aye

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

TABLED ITEMS

None

SELECT BOARD ACTION

A. Discussion and Possible Approval of Affordable Housing Trust Fund Request for Town Workforce Housing Initiatives (71 North Pamet and 25 South Highland)

Presenter: Jarrod Cabral, DPW Director

Chair Reed stated that DPW Director Cabral was unavailable for this agenda item so Town Manager Tangeman and Assistant Town Manager Clark would lead the discussion on this agenda item. Town Manager Tangeman said that the total requested amount to renovate both properties was \$425,713.84 based upon bids and estimates.

The Members and Town Manager Tangeman discussed the following highlighted topics: the housing for Town workforce per location; the assurance by Town Manager Tangeman regarding the immediate remediation for site issues at 25 South Highland which may affect the health of adjacent neighbors and the environment and the inclusion of a construction timeline in future documentation submitted to the Members.

Chair Reed made a motion to approve \$425,713.84 in Affordable Housing Trust Funds for the 71 North Pamet Road and 25 South Highland Road workforce housing initiatives.

Member Weinstein seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas - Aye

Member Weinstein - Aye

Member Rein - Aye

Chair Reed – Aye

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

B. Presentation on Project Status and Discussion and Possible Approval of Affordable Housing Trust Fund Request for Cloverleaf Development

Presenters: Ted Malone, Community Housing Resource, Inc. President, and Tiffany Leung, The Community Builders Inc. Development Project Manager

Mr. Malone and Ms. Leung introduced themselves and then presented a slide deck update on the Cloverleaf Project in an effort to move the project forward.

Mr. Malone and Ms. Leung reviewed each organization's Mission Statement, the request for \$800,000 in Affordable Housing Trust Funds (AHTF) for a total award of \$1,600,000.00, a project review of milestones from 2016 through 2024, and the project's financial breakdown.

The Members, Mr. Malone, and Ms. Leung commented on or discussed the following highlighted topics: posting the presentation slide deck to the Town's website to which the parties agreed so to educate the public on the project, the \$5.2M gap and the state subsidy from the Executive Office of Livable Housing Communities (EOLHC) that would close the gap, the project's delay due to a lawsuit (eventually dismissed by a judge) that resulted in a unit cost increase and total project increase, the increase in construction costs over the years, the selection of a new contractor (Delphi Construction) who has previous construction experience in Provincetown, recent awards resulting in \$3.2M in local financial resources, the unit cost of \$800,000 per unit, at the Energy Committee's encouragement to explore energy efficient solutions looking towards the next century and some of those solutions will be implemented, and Delphi Construction's recent completion of a projects in Provincetown and Wellfleet.

Chair Reed made a motion to approve any additional award of \$800,000 from the Affordable Housing Trust Fund to the Cloverleaf Project such award contingent upon approval of funding by state agencies under the Executive Office of Livable Housing Communities with the disbursement of awarded funds from the Affordable Housing Trust Fund at the discretion of the Town Manager (Chief Procurement Officer) and any other suitable funding source in order for this project to move forward and that may be necessary.

Vice Chair Areson seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas – Aye

Member Weinstein - Aye

Member Rein - Aye

Chair Reed – Aye

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

Note: After the vote, Chair Reed requested that Agenda Item 7F be moved forward due to the late hour of the meeting and in the interest in those members of the public who were in attendance for this agenda item. There were no objections.

F. Discussion and Possible Vote to Postpone Implementation of Paddle Craft and Nonmotorized Watercraft Storage Policy and Administrative Requirements
Presenter: Damion Clements, Community Services Director

On the record, Chair Reed encouraged Community Services Director Clements to participate in the Select Board's Goals and Objectives meetings, or Budget Task Force meetings, in order to obtain Select Board's support for a project and so that a situation like this agenda item could be avoided.

Chair Reed reviewed the recommendation of Town staff to postpone the implementation of the Paddle Craft and Nonmotorized Watercraft Storage Regulations and Administrative Requirements with Community Services Director Clements.

Community Services Director Clements cited new issues related to accessibility and reasonable accommodations have been presented, and due to the shortness of staff, the staff has determined that the program is not fully ready for implementation. Community Services Director Clements requested the postponement of the administrative portion of the program and suggested a "soft opening" for this summer. Any other issues would be identified by the staff and those recommendations would be made to the Select Board in the spring of 2025.

Chair Reed recognized Beach Advisory Committee Chair Courtney who commented on this agenda item and provided background information on this topic.

Members apologized for the delay in the program and noted that the Town staff is working towards a solution to get ready for "primetime" next year.

Chair Reed made a motion to postpone implementation of the Paddle Craft and Nonmotorized Watercraft Storage Regulations and Administrative Requirements.

Vice Chair Areson seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas – Aye

Member Weinstein - Aye

Member Rein - Aye

Chair Reed – Aye

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

Note: After the vote, Chair Reed requested that Agenda Item 7E be brought forward followed by Agenda Item 7G so that Town staff could depart the meeting after those agenda items were presented. There were no objections.

E. Review and Possible Approval of Curb Cut Application for 281 Shore Road
Presenter: Jarrod Cabral, DPW Director

Chair Reed recognized Health and Conservation Agent Beebe who appeared and presented this agenda item as DPW Director Cabral was unavailable.

Health and Conservation Agent Beebe reviewed the diagrams from the site survey and provided an overview of her site visit with a representative from Cape Cod Excavation. Health and Conservation

Agent Beebe stated that she supported this application and noted that DPW Director Cabral also supported approval of this application as there was no permitting required.

There were no questions or comments from the Members.

Member Weinstein made a motion to approve the Curb Cut Application for 281 Shore Road and authorize the Chair to sign electronically.

Member Rein seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas – Aye

Member Weinstein - Aye

Member Rein - Aye

Chair Reed – Aye

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

G. Discussion and Possible Approval of Ad Hoc Walsh Property Advisory Committee Charge
Presenter: Darrin Tangeman, Town Manager

Note: Chair Reed introduced this agenda item and then recognized Mr. Grunwald who asked if Agenda Item 7C would be acted upon by the Members and Chair Reed responded in the affirmative and that it would follow Agenda Item 7G.

Chair Reed noted that this agenda item was approved at Town Meeting and was a “quick win.”

The Members, Town Manager Tangeman, and Assistant Town Manager Clark discussed the number of meetings to be held by the Ad Hoc Walsh Property Advisory Committee; the annual report to the Select Board; how to improve the flow of information; a clerical error noted by Assistant Town Manager Clark and the correction should include the language that “quarterly reports will be submitted to the Select Board or as needed”; and the suggestion from Vice Chair Areson that a liaison from the Housing Authority and the Planning Board be added to the Ad Hoc Walsh Property Advisory Committee (Chair Reed noted that the new Select Board members should make that decision and that she was not prepared to vote on that suggestion this evening).

Chair Reed made a motion to approve the Ad Hoc Walsh Property Advisory Committee charge and direct staff to begin advertising for membership based upon the corrections stated by Assistant Town Manager Clark.

Member Rein seconded the motion.

Discussion: Member Rein stated that she agreed with Vice Chair Areson’s suggestion about liaisons be added in the future from the Housing Authority and the Planning Board.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas – Aye

Member Weinstein - Aye

Member Rein - Aye

Chair Reed – Aye

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

C. Discussion and Possible Vote on Establishment of Municipal Affordable Housing Trust Fund
Presenter: Darrin Tangeman, Town Manager

Note: After this agenda item was announced, Chair Reed recognized Mr. Grunwald (speaking as a private citizen) who suggested that this agenda item be postponed due to the composition of the Trustees and his recommendation to give the Select Board additional time to deliberate on the composition of the Trustees.

Chair Reed, Town Manager Tangeman, and the Members unanimously stated that they supported the postponement of this agenda item to a Select Board meeting after the upcoming election.

Assistant Town Manager Clark recommended that two Select Board members serve on the Trust. Assistant Town Manager Clark also noted that she had spoken with the Katie Klein of KP Law (Town Counsel) who opined that once the Select Board agreed upon the composition of the Trust a Declaration of Trust would have to be prepared by Town staff and in collaboration with Town Counsel.

D. Discussion and Possible Vote to Add Pharmacy Benefits Managers as Defendants in Opioid Litigation
Presenter: Darrin Tangeman, Town Manager

Chair Reed stated that Town Planner and Land Use Counsel Carboni had to leave the meeting and Chair Reed then said that she had no questions regarding this item. Members had no comments or questions regarding this item.

Chair Reed made a motion to authorize the Town Manager to convey to the National Consortium the Town's agreement to amend the Town's complaint to add the Pharmacy Benefits Managers as defendants.

Member Rein seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas – Aye

Member Weinstein - Aye

Member Rein - Aye

Chair Reed – Aye

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

CONSENT AGENDA

Chair Reed asked if any Member had suggested edits or comments on the Consent Agenda and Vice Chair Areson noted that she had made one minor correction to the minutes of February 27, 2024 and submitted the minor correction to Town staff.

A. Review/Approve and Authorize Signature:

1. State Event Notification Block Party Truro Treasures Weekend-Saturday, September 21, 2024

B. Review and Approve Appointment Renewals: None

C. Review and Approve 2024 Seasonal Business Licenses: American Youth Hostels, Inc. (Lodging License)

Review and Approve Select Board Meeting Minutes: February 27, 2024; March 4, 2024

Chair Reed made a motion to approve the Consent Agenda as printed in the packet.

Member Weinstein seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas – Aye

Member Weinstein

Member Rein - Aye

Chair Reed – Aye

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

SELECT BOARD REPORTS/COMMENTS

Member Rein thanked the Members, the Town staff, the volunteers, and the voters for their hard work and participation at the recent Town Meeting.

Member Weinstein stated that he had nothing to report but that he concurred with Member Rein's comments.

Member Dundas said that he agreed with Member Rein's comments and added that he wanted to recognize Town Moderator Paul Wisotzky and Town Counsel John Giorgio for their work and contributions at the Town Meeting.

Vice Chair Areson concurred with the other Members' comments and noted the efforts of Town Moderator Paul Wisotzky at Town Meeting and at the Candidates' Forum. Vice Chair Areson said that she had attended the reopening of Highland Light and encouraged everyone to take a tour of Highland Light. The School Department held a Community Day, on May 3, 2024, that had representation from the National Seashore and Sustainable CAPE as well 26 other organizations. It was a successful event and there may be more of these events scheduled in the future.

Chair Reed concurred with her colleagues' comments and she also noted her appreciation for Truro citizens for their participation in the Special Town Meeting and Annual Town Meeting.

TOWN MANAGER REPORT

Town Manager Tangeman thanked the Town staff for all of their hard work that resulted in a successful Special Town Meeting and Annual Town Meeting. Town Manager Tangeman also thanked the Select Board for their approval of his contract earlier tonight that extends his contract to June 30, 2027. Chair Reed congratulated Town Manager Tangeman and noted that the approval by the Select Board was a unanimous vote.

Town Manager Tangeman reviewed the agenda for the next Select Board meeting on May 28, 2024.

Member Dundas made a motion to adjourn at 8:16 pm.

Member Weinstein seconded the motion.

By unanimous consent, the meeting was adjourned.

Respectfully submitted,



Alexander O. Powers
Board/Committee/Commission Support Staff

Kristen Reed, Chair

Susan Areson, Vice Chair

John Dundas, Clerk

Stephanie Rein, Member

Robert Weinstein, Member

Public Records Material Attachments

Legal Notice

Public Hearing Notice

ABCC Redacted Application

Police Chief Memorandum

Food Service Application

Resume of Adam Costa, Esq.

Firm Summary of Mead, Talerman & Costa

Draft Fee Agreement

Slide Deck to Be Presented at Meeting (Ted Malone-Community Housing Resource, Inc. President and Tiffany Leung-The Community Builders Inc. Development Project Manager

April 30, 2022 Annual Town Meeting Article 34

Brief Explanation of Affordable Housing-Related Funds

Opioid Litigation Bulletin dated April 26, 2024

Related Email Correspondence

Curb Cut Application and Supporting Documents

Materials from April 9, 2024 Select Board Meeting

2023 Special Town Meeting Article 6: Establish an Ad Hoc Walsh Property Advisory Committee

Draft Ad Hoc Walsh Property Advisory Committee Charge

Warrant Posting for May 29, 2024 Annual Town Meeting

Sample Ballot for 2024 Annual Town Election

Memorandum from Town Clerk re: Police Detail

Recommended Appointments for Election Officers (to be presented at the meeting)

2024 Special Town Election Ballot

MassDOT Event Notification Form
2024 Seasonal Application for American Youth Hostels Inc.

May 28, 2024, Meeting (Hybrid via Zoom)

Via Zoom Platform

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

Select Board Members Absent:

Others Present: Darrin Tangeman-Town Manager; Barbara Carboni-Town Planner and Land Use Counsel; Alex Lessin-Finance Director; Dennis O'Brien (Truro Resident); Monica Kraft (Truro Voter); Jack Riemer (Truro Voter); Josiah Mayo (Co-Founder of Chequessett Chocolate and Commercial Fisherman from Provincetown, MA); Peter Moody (Truro Voter); Beverley Miller (Truro Voter); Alec Marshall (Truro Voter); Elizabeth Daglio (Truro Voter); Betty Gallo (Truro Voter and Vice Chair of the Truro Housing Authority); Anne Greenbaum (Truro Voter); Bob Panessiti (Truro Voter)

Chair Reed called the meeting to order at 5:02 pm and read aloud the information for the public to access the meeting by telephone and participate. Chair Reed introduced the Members and Town staff present.

PUBLIC COMMENT

Prior to recognizing any individual for public comment, Chair Reed read aloud the ground rules regarding public comment.

Chair Reed recognized the following individuals who made public comments: Mr. O'Brien, Ms. Kraft, Mr. Riemer, Mr. Mayo, Mr. Moody, Ms. Miller, Member Rein, Mr. Marshall, Ms. Daglio, Member Weinstein, and Vice Chair Areson.

Recognition of Service of Select Board Chair Kristen Reed and Select Board Clerk John Dundas
Presenter: Darrin Tangeman, Town Manager

Town Manager Tangeman recognized and thanked Chair Reed and Member Dundas for their service to the Town as well as for their leadership. Town Manager Tangeman highlighted the accomplishments that each had achieved. Town Manager Tangeman then presented gifts to Chair Reed and Member Dundas.

Report on May 14, 2024, Executive Session
Presenter: Darrin Tangeman, Town Manager

Town Manager Tangeman thanked the Members for the unanimous vote earlier in the day to extend his contract to June 30, 2027, based upon his meeting or exceeding his work plan. Town Manager Tangeman expressed his appreciation for the contract extension as this will allow his youngest daughter to graduate from Nauset High School. Town Manager Tangeman also thanked the Members for the merit increase in his pay based upon his performance.

PUBLIC HEARING

A. Captain's Choice Inc. dba Captain's Choice Seasonal All Alcohol Pouring License Amendment of Change of Officers, Change of Stock Interest and Change of Manager, Kristie Wageman

Chair Reed at 5:47 pm opened the public hearing for this agenda item and read aloud the notice pertaining to this matter.

Ms. Wageman stated that the change of ownership occurred in February 2024 and noted the necessity for this action to reflect the new ownership.

The Members had no questions or comments.

No members of the public had any questions or comments.

Member Weinstein made a motion to close the hearing.

Vice Chair Areson seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas - Aye

Member Weinstein - Aye

Member Rein - Aye

Chair Reed – Aye

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

Member Weinstein made a motion to approve the change of officers, and change of stock interest for Captain's Choice, Inc., dba Captain's Choice, located at 4 Highland Rd, and change of manager from Chris King to Kristi Wageman for the Seasonal All Alcohol Pouring License for submission to the Alcohol Beverages Control Commission.

Member Rein seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas - Aye

Member Weinstein - Aye

Member Rein - Aye

Chair Reed – Aye

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

INTRODUCTION TO NEW EMPLOYEES

None

BOARD/COMMITTEE/COMMISSION APPOINTMENTS

None

STAFF/COMMITTEE UPDATES

None

TABLED ITEMS

None

SELECT BOARD ACTION

Note: Chair Reed asked the Members if there were any objections to moving Agenda Item 7D forward as Truro Housing Authority Member Vice Chair Gallo was present and there had been a lot of public comment on this matter. There were no objections.

D. Discussion and Possible Vote on Establishment of Municipal Affordable Housing Trust Fund
Presenter: Darrin Tangeman, Town Manager

Chair Reed provided an update on this item and then asked Truro Housing Authority Vice Chair Gallo to provide background information to include her submission of a “fact sheet” that was included in the Members’ packets for this meeting. The Truro Housing Authority had voted unanimously at its last meeting to recommend postponement of the Select Board’s vote as the Truro Housing Authority wanted more time to obtain additional public input and pursue additional research.

Chair Reed noted that this agenda item had been approved at the Town Meeting and this was part of the process to complete the work.

The Members, Town Manager Tangeman and Truro Housing Authority Vice Chair Gallo commented on or discussed the following highlighted topics: the timeline associated with the process of this agenda item, the number of meetings held by the Truro Housing Authority (once a month), the Truro Housing Authority’s willingness to collaborate with the Select Board in this matter and have a recommendation for the Select Board by this fall, the point and mission of the Trust, the approval of the Trust by the voters at the Town Meeting, the concern about a Housing Coordinator be a voting member of the Trust, the stated unanimous support by the Select Board and Town Manager Tangeman to postpone the vote on this matter.

Chair Reed recognized Mr. Riemer who commented on this matter and suggested that the Truro Housing Authority be given a space where their meetings could be recorded and hybrid. Truro residents could also participate in those meetings. Vice Chair Areson concurred with this recommendation by Mr. Riemer.

Chair Reed announced that there would be no vote on this agenda item this evening. Town Manager Tangeman noted that the ability to accommodate Mr. Riemer’s suggestion would require funding approval and that a funding source would have to be explored. Town Manager Tangeman said that Town staff would work with the Truro Housing Authority to explore options.

A. Review and Approve FY2025 Cost-of-Living Adjustment for Non-Union Employees

Presenter: Darrin Tangeman, Town Manager

Town Manager Tangeman provided background information and an update on this agenda item.

Member Dundas made a motion to approve a 2.5% cost of living adjustment for Non-Union employees, including non-school employees with individual employment contracts (with the exception of the Police Chief), effective July 1, 2024.

Member Weinstein seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas - Aye

Member Weinstein - Aye

Member Rein - Aye

Chair Reed – Aye

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

B. Review and Possible Approval of Travel Policy

Presenter: Alex Lessin, Finance Director

Town Manager Tangeman passed out “red line” copies of the policy to the Members which were not in the Members’ packets.

At Town Manager Tangeman’s request to review Policy #29, Finance Director Lessin stated that he had reviewed the current policy, and how to align the policy better with best practices across the country. Finance Director Lessin then reviewed the recommended changes with the Members.

The Members and Town Manager Tangeman commented on or discussed the following highlighted topics: alignment with the GSA standards; and this updated policy would support Town staff when on Town travel.

Member Dundas made a motion to update Select Board Policy #29 to include the United States Government’s General Service Administration per diem.

Member Weinstein seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas – Aye

Member Weinstein - Aye

Member Rein - Aye

Chair Reed – Aye

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

C. Approval of Early In-Person Voting Hours for June 27, 2024, Special Town Election

Presenter: Elisabeth Verde, Town Clerk

Chair Reed announced that Town Clerk Verde was not feeling well and not present. Chair Reed presented this agenda item.

The Members and Town Manager Tangeman commented on or discussed the following highlighted topic: the Board of Registrars had recently voted unanimously in support of this agenda item.

Member Weinstein made a motion the Select Board approve the request of the Board of Registrars for the Town of Truro to hold Early In-Person voting for the June 27, 2024, Special Town Election on June 18th, 20th and 21st from Noon to 4pm for a total of 15 hours for the week and then amended to reflect a total of 12 hours for the week.

Member Rein seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas – Aye

Member Weinstein - Aye

Member Rein - Aye

Chair Reed – Aye

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

E. Report on Goals & Objectives

Presenter: Darrin Tangeman, Town Manager, and Select Board Ambassadors

Chair Reed noted that this agenda item (7E) was added to the agenda at the recommendation of Assistant Town Manager Clark.

Town Manager Tangeman provided an update on Objective 1. The Members and Town Manager Tangeman then commented on or discussed Objective 1.

Chair Reed made a motion to remove and call Objective 1 complete.

Member Weinstein seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas – Aye

Member Weinstein - Aye

Member Rein - Aye

Chair Reed – Aye

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

Town Manager Tangeman provided an update on Objective 2. The Members and Town Manager Tangeman commented on or discussed Objective 2. Chair Reed recognized Mr. Riemer who commented on this objective. The status is ongoing.

Town Manager Tangeman provided an update on Objective 3. The Members and Town Manager Tangeman commented on or discussed Objective 3. The status is ongoing.

Town Manager Tangeman provided an update on Objective 4. The Members and Town Manager Tangeman commented on or discussed Objective 4. The status is ongoing.

Town Manager Tangeman provided an update on Objective 5. The Members and Town Manager Tangeman commented on or discussed Objective 5.

Vice Chair Areson made a motion to remove and call Objective 5 complete.

Chair Reed seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas – Aye

Member Weinstein - Aye

Member Rein - Aye

Chair Reed – Aye

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

Town Manager Tangeman provided an update on Objective 6. The Members and Town Manager Tangeman commented on or discussed Objective 6. The status is ongoing.

Town Manager Tangeman provided an update on Objective 7. The Members and Town Manager Tangeman commented on or discussed Objective 7. The status is ongoing.

Town Manager Tangeman provided an update on Objective 8. The Members and Town Manager Tangeman commented on or discussed Objective 8. The status is ongoing.

Town Manager Tangeman provided an update on Objective 9. The Members and Town Manager Tangeman commented on or discussed Objective 9. The status is ongoing.

Town Manager Tangeman provided an update on Objective 10. The Members and Town Manager Tangeman commented on or discussed Objective 10. Chair Reed recognized Mr. Riemer who commented on this objective. The status is ongoing.

Town Manager Tangeman provided an update on Objective 11. The Members and Town Manager Tangeman commented on or discussed Objective 11 and Objective 17 as Member Rein noted that there was crossover on these two objectives. Chair Reed recognized Ms. Greenbaum who commented on this objective. The status is ongoing.

Note: After Objective 11 was discussed, Town Manager Tangeman noted that chairs of board/committee/commission are required by the Town Charter to attend all Select Board Goals & Objectives meetings and hearings, so their attendance is MANDATORY.

Town Manager Tangeman provided an update on Objective 12. The Members and Town Manager Tangeman commented on or discussed Objective 12. The status is ongoing.

Town Manager Tangeman provided an update on Objective 13. The Members and Town Manager Tangeman commented on or discussed Objective 13.

Vice Chair Areson made a motion to remove and call Objective 13 complete.

Member Weinstein seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas – Aye

Member Weinstein - Aye

Member Rein - Aye

Chair Reed – Aye

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

Town Manager Tangeman provided an update on Objective 14. The Members and Town Manager Tangeman commented on or discussed Objective 14. The status is ongoing.

Town Manager Tangeman provided an update on Objective 15. The Members and Town Manager Tangeman commented on or discussed Objective 15.

Member Dundas made a motion to remove and call Objective 15 complete.

Member Weinstein seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas – Aye

Member Weinstein - Aye

Member Rein - Aye

Chair Reed – Aye

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

Town Manager Tangeman provided an update on Objective 16. The Members and Town Manager Tangeman commented on or discussed Objective 16.

Vice Chair Areson made a motion to remove and call Objective 16 complete.

Member Weinstein seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas – Aye

Member Weinstein - Aye

Member Rein - Aye

Chair Reed – Aye

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

Town Manager Tangeman provided an update on Objective 17. The Members and Town Manager Tangeman commented on or discussed Objective 17 and that it be reworked due to crossover with Objective 11. The status is ongoing.

Town Manager Tangeman provided an update on Objective 18. The Members and Town Manager Tangeman commented on or discussed Objective 18. The status is ongoing.

Town Manager Tangeman provided an update on Objective 18. The Members, Town Manager Tangeman and Town Planner and Land Counsel Carboni commented on or discussed Objective 18. Chair Reed recognized Mr. Panessiti who commented on this objective. The status is ongoing.

CONSENT AGENDA

Chair Reed asked if any Member had suggested edits or comments on the Consent Agenda and Vice Chair Areson noted that she had made one minor correction to the minutes of February 27, 2024, and submitted the minor correction to Town staff.

A. Review/Approve and Authorize Signature:

1. Entertainment Seasonal Weekday Truro Vineyards

B. Review and Approve Appointment Renewals: Brian Cowing-Town Constable

C. Review and Approve 2024 Seasonal Business Licenses: None

Review and Approve Select Board Meeting Minutes: March 19, 2024

Chair Reed made a motion to approve the Consent Agenda as printed in the packet.

Member Weinstein seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas – Aye

Member Weinstein

Member Rein - Aye

Chair Reed – Aye

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

SELECT BOARD REPORTS/COMMENTS

Member Rein thanked Member Dundas and especially his efforts working on the Fred Todd Community Service Award. Member Rein noted that she had attended last week's Beach Commission meeting and there was a lot of discussion regarding paddle craft racks. There will be a soft rollout without a lottery, and she hoped that people would be kind to each other when removing a paddle craft from the rack. Longnook has reopened so enjoy the beach.

Member Weinstein announced that he had attended the first meeting after Town Meeting for the Ad Hoc Building Committee as the Select Board's liaison. Member Weinstein noted that the longer the delay on a decision on the DPW facility the building costs would increase by 7% per year. Member Weinstein also thanked Member Dundas for his heartfelt efforts in recognizing Truro residents who have made incredible contributions to the Town but may not always be the best known.

Member Weinstein thanked Member Dundas for his service to Truro and to the nation as an Army veteran.

Member Dundas said that the Provincetown Water and Sewer Department has received the Public Water Assistance Award for the second year in a row and noted its importance to the community. Member Dundas then made additional comments about the spring season in Truro and how he enjoyed seeing local school graduates celebrate their recent achievements; his recent attendance at a scholarship award event at Cape Cod Community College where the Manny Motta Scholarship (named after a Truro resident who died in the Korean War at the age of 18) was awarded to Amanda Marvel by the Lewis A. Young VFW Post 3152; the recent passing of Andy Fingado the beloved general manager of Conwell Home Center who resurrected the VFW post and stepped in as a father to for his sister's children when their father died and showed his compassion to the people of Truro and Provincetown by assisting community members who needed help, thanked the Truro police and fire departments for their wonderful efforts and hard work; thanked the DPW employees for their hard work especially when plowing the snow from the roadways during the winter months; thanked the Town staff for all of the hard work and service to the Town's residents and visitors, and encouraged the Town Manager to continue to offer professional development education to the Town staff; the remembrance and recognition of individual Town staff members who do so much for the Town; Member Dundas' decision not to seek another term on the Select Board due to professional opportunities which start in the next

100 days; and his thankfulness and gratitude to the American taxpayers and Truro taxpayers for giving a kid from New Hampshire a leg up in life as it has been an honor to have served.

Vice Chair Areson reported that the Pamet Harbor Commission met recently, and they are preparing a plaque in memory of John Bloom, the Assistant Harbormaster, who passed away several months ago. The plaque will be dedicated at Pamet Harbor this summer. Member Dundas is assisting the Pamet Harbor Commission with the plaque in Mr. Bloom's memory. The Open Space Committee has met recently and is working towards concluding the Open Space Plan that will then be submitted to the Select Board for approval. The School Committee met last week, and as a reminder, you may visit www.truromass.org to view School Committee meeting videos and agendas. The School Committee does place links on their meeting agendas. There will be about 80 children in the elementary school and a significant drop in pre-school enrollment has resulted in only one pre-school class to be offered next year. The School Committee has also completed the Superintendent's review and that was also part of the meeting.

Chair Reed thanked Member Weinstein and Ms. Kraft for the bouquet of flowers at tonight's meeting as well as thanking the Members and the public for their kind words. Chair Reed expressed her gratitude for the opportunity to have served the Town as a Member and Chair of the Select Board since 2018.

Chair Reed thanked the Town staff, members of the various Town boards/committees/commissions as well as all of the community volunteers; the public safety staff; former Town Moderator Monica Kraft Town Moderator Paul Wisotzky and for their leadership and assistance; and everyone involved with the Annual Town and Special Town Meetings to include the voters who supported a number of articles which have improved the Town while addressing challenging issues.

Chair Reed then addressed the importance of trusting experts involved with Truro's projects, the need for civility and the need for decorum in ensuring that all the voices are heard on topics which affect the Town and its people, the recent acquisition of the Truro Motor Inn and the previous purchase of the Walsh Property to increase the number of affordable housing units in Truro, the continued support from her colleagues, the support from other community Select Board members (current and former) as well those municipal employees, the overwhelming support from the residents of Truro, and special thanks to Josiah Mayo, Kayla Murphy, and the Children of the Cape. Chair Reed also noted the unwavering support from her partner and family.

Chair Reed thanked the Members of the Planning Board and wished the next Select Board much success.

TOWN MANAGER REPORT

Town Manager Tangeman announced that the election will be tomorrow with preliminary results posted tomorrow evening. Once the official results are tabulated the results will be announced via the media and posted on the Town website. Town Manager Tangeman thanked Chair Reed and Member Dundas for their work and the way that they worked with the Town staff. Town Manager Tangeman noted that the current Members, and previous Members, had a strong passion to make Truro a better place. Town Manager Tangeman also thanked Chair Reed and Member Dundas for their support for the Town staff.

Town Manager Tangeman reviewed the agenda for the next Select Board meeting on June 11, 2024.

Member Weinstein made a motion to adjourn at 8:08 pm.

Member Dundas seconded the motion.

By unanimous consent, the meeting was adjourned.

Respectfully submitted,



Alexander O. Powers

Board/Committee/Commission Support Staff

Kristen Reed, Chair

Susan Areson, Vice Chair

John Dundas, Clerk

Stephanie Rein, Member

Robert Weinstein, Member

Public Records Material Attachments

Legal Notice

Public Hearing Notice

ABCC Application for Multiple Amendments

FY2024 Classification & Compensation Scales

FY2025 Classification & Compensation Scales

Table of Positions & Grades

GSA Rates for Lodging, Meals & Incidentals for Boston, MA from October 2023 – September 2024

April 30, 2022, Annual Town Meeting Article 34

Brief Explanation of Affordable Housing-Related Funds

FY2024 Select Board Goals & Objectives Update

One Day Entertainment Applications and Commonwealth of Massachusetts License for Public
Entertainment on Sunday – Truro Vineyards

M.G.L. Part I, Title VII, Chapter 41, Section 91A

Original Application of Town Constable Brian Cowing with Personal Information Redacted