



## Truro Select Board Hybrid Meeting

Tuesday, March 11, 2025

Executive Session-3:00pm

Regular Meeting-5:00pm

Truro Town Hall, 24 Town Hall Road

### EXECUTIVE SESSION-3:00pm

<https://us02web.zoom.us/j/83198750788>

+1 309 205 3325 US Meeting ID: 831 9875 0788

This will be an in-person meeting with the option for remote participation for Board members and/or the invited participants. The meeting will begin in open session solely for the purpose of moving, as set forth below, to enter into executive session. The meeting will be closed to the public once the Board votes to enter into Executive Session. Access to the open session portion of this meeting will be available in person and via the link/phone number listed above but will not be live-streamed on Channel 8 or Truro TV.

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

- (1) In accordance with the provisions of Massachusetts General Law, Chapter 30A, § 21(a)(6), to consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body (Walsh Property, 0 Quail Ridge Road, 75 Higgins Hollow Road); and*
- (2) In accordance with the provisions of Massachusetts General Law, Chapter 30A, § 21(a)(7) to comply with or act under the authority of, any general or special law (Massachusetts General Law, Chapter 30A, Section 22 (f)(g) (Open Meeting Law), specifically, to review and approve and determine whether continued nondisclosure of the following executive session minutes is warranted: March 4, 2025; and not to reconvene in open session.*

### REGULAR MEETING-5:00pm

<https://us02web.zoom.us/j/84720782445>

1-646-931-3860 Meeting ID: 847 2078 2445

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 1-646-931-3860 and enter the following access code when prompted: 847 2078 2445 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/84720782445>**

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.

#### Estimated Start Time

*\*All start times are approximate. Items may be taken out of order at the discretion of the Board and agenda items may require more or less time than allocated, resulting in changes to the approximate schedule.*

5:00pm     **1. PUBLIC COMMENT**

5:15pm     **2. PUBLIC HEARINGS - NONE**

- 5:15pm     **3. INTRODUCTION TO NEW EMPLOYEES - NONE**
- 5:15pm     **4. BOARD/COMMITTEE/COMMISSION APPOINTMENTS - NONE**
- 5:15pm     **5. STAFF/COMMITTEE UPDATES**  
A. Staff Update: 25 South Highland Road  
*Presenter: Kelly Clark, Assistant Town Manager*
6. TABLED ITEMS - NONE
7. SELECT BOARD ACTION
- 5:20pm     A. Review and Possible Approval of Change of Manager-Montano's Restaurant  
*Presenter: Kelly Clark, Assistant Town Manager*
- 5:30pm     B. FY2026 Budget Presentation and Overview of Anticipated Warrant Articles  
*Presenter: Alex Marini Lessin, Finance Director, and Kelly Clark, Assistant Town Manager*  
\*A quorum of the Finance Committee may be present for this agenda item\*
- 6:00pm     C. Staff Update and Discussion from Water Communications Team to Share with Select Board  
Background, Progress, and Next Steps  
*Presenter: Nancy Medoff, Select Board Clerk and Provincetown Water & Sewer Board Representative*
- 6:30pm     D. Vote on Referral of Zoning Bylaw Amendment Articles  
*Presenter: Kelly Clark, Assistant Town Manager*
- 6:40pm     E. Discussion and Possible Vote on Town Meeting Warrant Articles  
*Presenter: Kelly Clark, Assistant Town Manager*
- 7:00pm     F. Vote on Posting Executive Session Minutes to Website  
*Presenter: Susan Areson, Chair*
- 7:05pm     **8. REPORTS**  
A. Select Board Reports  
B. Town Manager Report
- 7:25pm     **9. CONSENT AGENDA**  
A. Review/Approve and Authorize Signature: NONE  
B. Review and Approve Appointment Renewals: NONE  
C. Review and Approve 2025 Seasonal Business Licenses: NONE  
D. Review and Approve Select Board Meeting Minutes: Budget Task Force-01.14.25; Select Board Work Session-01.28.25; Select Board Work Session-02.11.25
- 7:30pm     **10. NEXT MEETING AGENDA**  
Regular Meeting: March Special Meeting (Date, TBD); March 25, 2025



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Kelly Clark, Assistant Town Manager

**REQUESTED MEETING DATE:** March 11, 2025

**ITEM:** Staff Update: 25 South Highland Road

**EXPLANATION:** In October, the Town of Truro was notified that our General Contractor (GC), Cape Cod Builders, Inc., hired by the Town for the rehabilitation of the Cottage House Relocation and Upgrades Project located at 25 South Highland Road, went outside the Scope of the Project and demolished the Walsh Cottage without consulting the Town or the Town's Construction Administration Consultant, Weston & Sampson Engineer. Work was immediately paused.

In mid-November, the Select Board directed staff to issue Cape Cod Builders Inc a Notice of Violation, and, upon confirmation from MassDevelopment that the work is within the scope of the grant, to work with Town Counsel to pursue a change order with the contractor requiring a rebuild of the cottage at a cost not to exceed the original contract amount.

Since that time, staff has reconfigured the funding plan to attempt to salvage the project funding from the MassDevelopment Underutilized Properties Program grant. All receipts to-date were categorized, as were all remaining project tasks and budget lines, so that they could be assigned to the two funding sources in accordance with the parameters of grant. Then staff prepared a budget amendment request for the grant based on the new funding plan and compiled and submitted the appropriate receipts for reimbursement.

In December, staff submitted the budget amendment request and the receipts, proof of payment and the reimbursement request to MassDevelopment. MassDevelopment's review of both the receipts and the budget amendment request are still in process. As of last week, the grant administrators were presenting the budget amendment request to the agency's executive team.

**ATTACHMENTS:**

1. UPP Budget Amendment Request



# TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

**Office of the Town Manager**

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

Ms. Dottie Fulginiti  
MassDevelopment  
99 High Street  
Boston, MA 02110  
dfulginiti@massdevelopment.com

December 20, 2024

Dear Ms. Fulginiti:

The Town of Truro respectfully requests the following amendments to the budget lines for the Underutilized Properties Project: Repurposing Walsh Cottages for Workforce Housing, as a result of the unauthorized demolition of the 13 Walsh Way cottage. Staff has reconfigured the budget for this project to maximize the extent to which the project outcomes are achieved and to ensure that reimbursement requests to the Underutilized Properties Project are within the scope of the program.

The changes to the budget requested are:

To:	Amount to Transfer:	New Line Total:	From:	Amount to Transfer:	New Line Total:
Concrete	\$265,050	\$265,050	Masonry	\$65,000	\$0
			Carpentry	\$159,000	\$0
			Landscaping	\$22,550	\$2,450
			Interior Demolition	\$13,500	\$0
			Painting	\$5,000	\$0
Plumbing/Septic*	\$151,590.26	\$183,090.26	Demolition and Removal of Blighted Cottages	\$129,753.26	\$30,246.74
*Septic included in title			Building Insulation	\$15,000	\$0
			Doors, Frames, Hardware	\$6,000	\$0
			Drywall	\$837	\$5163
Move Cottages to 25 South Highland Road*	\$71,510	\$184,510	Exterior Siding and Trim	\$40,000	\$0
*Cottages in title, rather than just 13 Walsh			Roofing and Flashing	\$16,500	\$0
			Drywall	\$5,010	\$153
			Flooring	\$10,000	\$0

Engineering/ Construction Administration	\$59,653	\$234,653	HVAC	\$25,000	\$0
			Electrical	\$25,500	\$0
			Windows, Entries, Glass and Glazing	\$9,000	\$0
			Drywall	\$153	\$0

By making these transfers, the Town will use Underutilized Properties Grant funds for the relocations and associated foundations of the cottages, the demolition materials disposal costs of the blighted cottages, construction administration and engineering costs associated with the rehabilitation and renovation, and plumbing and septic costs associated with the renovation of the donated cottage. Town funding sources (approved Affordable Housing Trust Funds) combined with bringing some elements of the projects "in-house" for completion by the Town of Truro Department of Public Works (landscaping, hardscaping, some general construction, painting, and demolition) will be redirected to the costs associated with the rebuild of the demolished 13 Walsh Way cottage and the remaining costs for bringing both cottages up-to-code and making them suitable for habitation.

The project outcome remains similar: the project funded by this grant will demolish and remove blighted cottages from the 69.9-acre Walsh Property, allowing for maximum housing development on the parcel, and two housing units will be available for the Town of Truro workforce on a Town-owned parcel of land at 25 South Highland Road.

I appreciate your consideration of our budget amendment requests and our project team would be happy to provide any further details needed, including proposed timelines and project updates.

Thank you for your consideration.

Sincerely,



Darrin K. Tangeman, ICMA-CM  
Truro Town Manager  
508-349-7004 x111



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Licensing Department

**REQUESTOR:** Noelle Scoullar, Executive Assistant

**REQUESTED MEETING DATE:** March 11, 2025

**ITEM:** Request for a Change of Manager on an Annual All Alcohol Pouring License-Montano's Restaurant

**EXPLANATION:** On January 22, 2025, Frankie's Hospitality Inc. dba Montano's Restaurant, submitted an amendment to their annual all-alcohol pouring license for a Change of Manager; from Anna A. White to Leah Dewey.

All the required documentation for change of manager: Change of Manager Application, Applicant's Statement, Entity Vote, CORI Authorization, Proof of Citizenship and Fee Transmittal Form have been submitted.

If the request is approved, the (ABCC) application will be sent to the State for final approval. The ABCC will then notify the Town of the approval, or the Licensing Department will be contacted with a request for additional information from the applicant. If the request is denied, the applicant/owner/manager will be notified in writing of the decision via "certified mail-return receipt requested" allowing the applicant/owner/manager 5 days to appeal to the Alcoholic Beverages Control Commission.

Change of Managers for this ownership were requested on January 9, 2024; June 25, 2024; and August 27, 2024.

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

**IMPACT IF NOT APPROVED:** Anna A. White will remain identified as the Manager.

**SUGGESTED ACTION:** *Motion to approve the change of manager from Anna A. White to Leah Dewey at Montano's Restaurant for the annual all-alcohol pouring license for submission to the Alcoholic Beverages Control Commission.*

**ATTACHMENTS:**

1. ABCC Application for Change of Manager
2. Chief of Police Memo



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

RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION  
MONETARY TRANSMITTAL FORM

**AMENDMENT-Change of Manager**

**APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL LICENSING AUTHORITY.**

ECRT CODE: RETA

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

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

ABCC LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY)	08090-RS-1292
ENTITY/ LICENSEE NAME	Frankie's Hospitality Inc dba Montano's Restaurant
ADDRESS	481 US Route 6
CITY/TOWN	Truro
STATE	MA
ZIP CODE	02666

For the following transactions (Check all that apply):

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

**THE LOCAL LICENSING AUTHORITY MUST SUBMIT THIS APPLICATION ONCE APPROVED VIA THE ePLACE PORTAL**

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





*The Commonwealth of Massachusetts*  
*Alcoholic Beverages Control Commission*  
95 Fourth Street, Suite 3, Chelsea, MA 02150-2358  
[www.mass.gov/abcc](http://www.mass.gov/abcc)

**AMENDMENT-Change of Manager**

☐ Change of License Manager

**1. BUSINESS ENTITY INFORMATION**

Entity Name	Municipality	ABCC License Number
Frankie's Hospitality Inc. dba Montano's	Truro	08090-RS1292

**2. APPLICATION CONTACT**

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

Name	Title	Email	Phone
Edward Medeiros	Owner	[REDACTED]	[REDACTED]

**3A. MANAGER INFORMATION**

The individual that has been appointed to manage and control of the licensed business and premises.

Proposed Manager Name	Leah Dewey	Date of Birth	[REDACTED]	SSN	[REDACTED]
Residential Address	591 Pleasant Lake Road Harwich, MA 02645				
Email	[REDACTED]	Phone	[REDACTED]		
Please indicate how many hours per week you intend to be on the licensed premises	50	Last-Approved License Manager	Anna White		

**3B. CITIZENSHIP/BACKGROUND INFORMATION**

Are you a U.S. Citizen/Qualified Alien under the Immigration and Nationality Act?

☒ Yes ☐ No

If yes, attach one of the following documents: US Passport, Voter's Certificate, Birth Certificate, Naturalization Papers, Green Card or Employment Authorization Document.

☐ Yes ☒ No

Have you ever been convicted of a state, federal, or military crime?

If yes, fill out the table below and attach an affidavit providing the details of any and all convictions. Attach additional pages, if necessary, utilizing the format below.

Date	Municipality	Charge	Disposition

**3C. EMPLOYMENT INFORMATION**

Please provide your employment history. Attach additional pages, if necessary, utilizing the format below.

Start Date	End Date	Position	Employer	Supervisor Name
2017	present	Bar Manager	Montano's	Edward Medeiros

**3D. PRIOR DISCIPLINARY ACTION**

Have you held a beneficial or financial interest in, or been the manager of, a license to sell alcoholic beverages that was subject to disciplinary action? ☐ Yes ☒ No If yes, please fill out the table. Attach additional pages, if necessary,utilizing the format below.

Date of Action	Name of License	State	City	Reason for suspension, revocation or cancellation

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Manager's Signature Leah Dewey Date 1/22/25



## APPLICANT'S STATEMENT

I, Edward Medeiros the: ☐ sole proprietor; ☐ partner; ☒ corporate principal; ☐ LLC/LLP manager  
Authorized Signatory

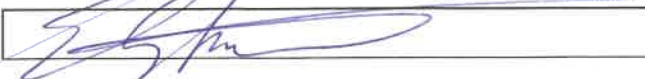
of Frankie's Hospitality Inc dba M  
Name of the Entity/Corporation

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

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

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

Signature:



Date:

1/22/25

Title:

President/Owner

### ENTITY VOTE

The Board of Directors or LLC Managers of Frankie's Hospitality Inc. dba Montano's Resta  
Entity Name

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

Commonwealth of Massachusetts Alcoholic Beverages Control Commission on 1/22/25  
Date of Meeting

For the following transactions (Check all that apply):

☒ Change of Manager

☐ Other

"VOTED: To authorize Edward Medeiros  
Name of Person

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

"VOTED: To appoint Leah Dewey  
Name of Liquor License Manager

as its manager of record, and hereby grant him or her with full authority and control of the premises described in the license and authority and control of the conduct of all business therein as the licensee itself could in any way have and exercise if it were a natural person residing in the Commonwealth of Massachusetts."

A true copy attest,



Corporate Officer /LLC Manager Signature

Edward Medeiros

(Print Name)

For Corporations ONLY

A true copy attest,



Corporation Clerk's Signature

Elisa Medeiros

(Print Name)



JEAN M. LORIZIO, ESQ.  
CHAIRMAN

Commonwealth of Massachusetts  
Alcoholic Beverages Control Commission  
95 Fourth Street, Suite 3  
Chelsea, MA 02150

CORI REQUEST FORM

The Alcoholic Beverages Control Commission ("ABCC") has been certified by the Criminal History Systems Board to access conviction and pending Criminal Offender Record Information ("CORI"). For the purpose of approving each shareholder, owner, licensee or applicant for an alcoholic beverages license, I understand that a criminal record check will be conducted on me, pursuant to the above. The information below is correct to the best of my knowledge.

**ABCC LICENSE INFORMATION**

ABCC NUMBER: (IF EXISTING LICENSEE)	08090-RS-1292	LICENSEE NAME:	Frankies Hospitality Inc. dba MONTANA'S	CITY/TOWN:	Truro
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**APPLICANT INFORMATION**

LAST NAME:	Dewey	FIRST NAME:	Leah	MIDDLE NAME:	Loretta
MAIDEN NAME OR ALIAS (IF APPLICABLE):	POTHIER	PLACE OF BIRTH:	[REDACTED]		
DATE OF BIRTH:	[REDACTED]	SSN:	[REDACTED]	ID THEFT INDEX PIN (IF APPLICABLE):	
MOTHER'S MAIDEN NAME:	[REDACTED]	DRIVER'S LICENSE #:	[REDACTED]	STATE LIC. ISSUED:	MA
GENDER:	[REDACTED]	HEIGHT:	[REDACTED]	WEIGHT:	[REDACTED]
				EYE COLOR:	Brown
CURRENT ADDRESS:	591 Pleasant Lake Road				
CITY/TOWN:	Harwich	STATE:	MA	ZIP:	02645
FORMER ADDRESS:	34 GORSYTHIA DR				
CITY/TOWN:	Harwich	STATE:	MA	ZIP:	02645

**PRINT AND SIGN**

PRINTED NAME:	LEAH DEWEY	APPLICANT/EMPLOYEE SIGNATURE:	<i>Leah Dewey</i>
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**NOTARY INFORMATION**

On this	JANUARY 27, 2025	before me, the undersigned notary public, personally appeared	Leah Loretta Dewey
(name of document signer), proved to me through satisfactory evidence of identification, which were		Driver License	
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.			
		<i>[Signature]</i>	
		NOTARY	

**DIVISION USE ONLY**

REQUESTED BY:	
SIGNATURE OF CORI-AUTHORIZED EMPLOYEE	

The DCII Identify Theft index PIN Number is to be completed by those applicants that have been issued an Identity Theft PIN Number by the DCII. Certified agencies are required to provide all applicants the opportunity to include this information to ensure the accuracy of the CORI request process. ALL CORI request forms that include this field are required to be submitted to the DCII via mail or by fax to (617) 660-4614.



*Of the United States,  
in Order to form a more perfect Union,  
establish Justice, insure domestic Tranquility,  
provide for the common defence,  
promote the general Welfare, and secure  
the Blessings of Liberty to ourselves and  
our Posterity, do enact and establish this  
Constitution for the United States of America.*



SIGNATURE OF BEARER / SIGNATURE DU TITULAIRE / FIRMA DEL TITULAR



Type / Type / Tipo	Roda / Code / Código	Passport No. / No. du Pasaport / No. de Pasaporta

P 142-2 USA

Surname / Nom / Apellidos

DEWEY

Given Names / Prénoms / Nombres

LEAH LORETTA

Nationality / Nationalité / Nacionalidad

UNITED STATES OF AMERICA

Date of birth / Date de naissance / Fecha de nacimiento

100

ssance / Lugar de nacimiento

MASSACHUSETTS, U.S.A.

Date of issue / Date de délivrance / Fecha de expedición

Date of expiration / Date d'expiration / Fecha de caducidad: \_\_\_\_\_

\_\_\_\_\_

Specials / Anotaciones

SEE PAGE 27

Sex / Sexe / Sexo

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United States

United States  
 ... ..

Department of S

USA

[illegible]

## Payment Confirmation

YOUR PAYMENT HAS PROCESSED AND THIS IS YOUR RECEIPT

Your account has been billed for the following transaction. You will receive a receipt via email.



Transaction Processed Successfully.

INVOICE #: f42c7919-9d7f-4f1f-a79a-f7ac35b2f5a4

Description	Applicant, License or Registration Number	Amount
FILING FEES-RETAIL	08090-RS-1292	\$200.00
		<b>\$200.00</b>

Total Convenience Fee: **\$5.18**Date Paid: **1/22/2025 1:04:07 PM EDT**Total Amount Paid: **\$205.18**

## Payment On Behalf Of

**License Number or Business Name:**  
08090-RS-1292**Fee Type:**  
FILING FEES-RETAIL

## Billing Information

**First Name:**  
Elisa**Last Name:**  
Medeiros**Address:**  
346 Taunton Avenue**City:**  
SEEKONK**State:**  
MA**Zip Code:**  
02771**Email Address:**  
[REDACTED]



# TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

## Licensing Department

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

Email: [ntudor@truro-ma.gov](mailto:ntudor@truro-ma.gov) & [nscoullar@truro-ma.gov](mailto:nscoullar@truro-ma.gov)

To: Chief Jamie Calise, Truro Police Department  
From: Noelle Scoullar, Executive Assistant  
Date: January 28, 2025  
Re: **Montano's Restaurant, 481 Route 6, North Truro**  
**Request for a new Change of Manager on Annual All Alcohol Pouring Liquor**  
**License # 08090-RS-1292**

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Dear Chief Calise,

Frankie's Hospitality Inc. dba Montano's Restaurant (481 Route 6) requests a *new* change of manager for all required licenses held with the Town of Truro.

This includes a revised change of manager request on their Annual-On Premise- All Alcohol Liquor License #08090-RS-1292.

The current Manager on record is Anna A. White

The *proposed* named Manager is Leah Dewey, 591 Pleasant Lake Road, Harwich, MA 02645

I have included the accompanying ABCC application that will be provided to the Alcoholic Beverages Control Commission once the Select Board reviews and approves the application at a duly held Select Board Meeting, on February 11, 2025.

Please kindly review for purposes of approval with the Local Licensing Authority (Select Board) this request for a change of manager and provide any comments below:

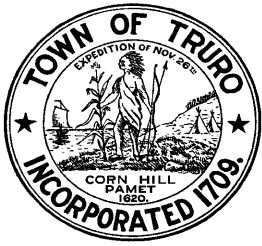
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POLICE DEPARTMENT REVIEW:

Signature: /s/ *Jamie M. Calise*  
Jamie Calise, Chief of Police



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Alex Marini Lessin, Finance Director and Kelly Clark, Assistant Town Manager

**REQUESTED MEETING DATE:** March 11, 2025

**ITEM:** FY2026 Budget Presentation and Overview of Anticipated Warrant Articles

\*A quorum of the Finance Committee may be present for this agenda item\*

**EXPLANATION:**

The Community Preservation Committee (CPC) Co-chairs will be present at the meeting and, as the CPC articles are financial articles, staff recommends reviewing the CPC articles at the start of this agenda item so that the Board may ask questions of the Co-chairs. The actual votes to recommend these articles will occur in the subsequent agenda item for votes to recommend.

Alex Marini Lessin, Finance Director will present the draft FY2026 budget and a preliminary recapitulation sheet to the Select Board. This budget is not finalized as there are still further refinements and updates that will occur over the coming weeks, particularly as the Board makes decisions about including (or not including) various financial articles on the 2025 Annual Town Meeting warrant. This presentation is intended to provide the Board with an overview of the FY2026 projected financial situation based on the draft budget so that the Board may begin voting on financial articles in its upcoming meetings. A final version of the FY2026 omnibus budget will be presented to the Select Board in its article form at a subsequent meeting.

Assistant Town Manager Kelly Clark will review the current list of articles, with special focus on the financial articles. The article list is preliminary and is not exhaustive. The articles are not in the order that they will appear in the Warrant.

**SUGGESTED ACTION:** *No action necessary but the Board may wish to provide guidance to the staff on the FY2026 budget and/or the 2025 Annual Town Meeting warrant articles.*



**ATTACHMENTS:**

1. FY2026 Budget Presentation—will be presented at the Meeting and posted shortly after.
2. Anticipated 2025 Annual Town Meeting Financial Articles (Highlighted)
3. CPC Articles included in Agenda Item 7E

## **OPERATING BUDGET ARTICLES**

Article XX: FY2026 Omnibus Budget Appropriation

Article XX: Amendments to the FY2025 Operating Budget Funded by Free Cash

Section 1: FY2025 Snow & Ice Deficit (65,000.00)

Section 2: Prior Year Bills (----)

Article XX: Transfer of Funds from Free Cash

Section 1: Free Cash to OPEB Trust Fund (400,000.00)

Section 2: Free Cash to Capital Expense Stabilization Fund (100,000.00)

Section 3: Free Cash to General Stabilization Fund (100,000.00 )

Section 4: Free Cash to Reserve Fund (125,000.00)

Section 5: CIP Projects (845,000.00)

Section 6: Bonus Payments and salary reserve (100,000.00)

Section 7: RAO (40,000.00)

Section 8: Climate Action Coordinator (40,000.00)

Section 9: Town Seal (10,000.00)

Section 10: Overlay district and overhaul of zoning bylaw (45,000.00)

Section 11: Senior Perks (60,400.00)

Section 12: Police and Fire Call Analysis (50,000.00)

Section 13: FEMA and CARES deficits (62,857.00)

## **CONSENT AGENDA: CUSTOMARY & HOUSEKEEPING ARTICLES**

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

Article XX: Authorization to Set the Salary of the Select Board

Article XX: Authorization to Set the Salary of the Moderator

Article XX: Revolving Fund Expenditure Limits (Note: Increasing expenditure limit of Shellfish Revolving Fund)

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

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

## **FINANCIAL ARTICLES**

Article XX: Borrowing Authorization for Environmental Remediation Plan for Town Hall Hill Site

Article XX: Borrowing Authorization for Solar Panels

Article XX: Debt Exclusion for Pond Road Stormwater Infrastructure

Article XX: Establish a Revolving Fund for Town Rental Housing

Article XX: Cemetery Plot Refund

**CONSENT AGENDA: COMMUNITY PRESERVATION ACT ARTICLES**

Article XX: Community Preservation Act: Administrative Support

Article XX: Community Preservation Act: Pamet Harbor History Outdoor Display (Historical Preservation & Recreation)

Article XX: Community Preservation Act: Contribution to the Affordable Housing Trust Fund (Community Housing)

Article XX: Community Preservation Act: Media and Digitization Outreach (Historical Preservation)

Article XX: Community Preservation Act: FORWARD at the Rock Phase II, Regional Housing for Cape Cod residents with Disabilities (Community Housing)

Article XX: South Facade Restoration for the Truro Meeting House (Historic Preservation)

Article XX: Create the Old County Natural Burial Cemetery (Open Space & Recreation)

Article XX: Community Preservation Act: Corn Hill Beach handicap boardwalk and expanded accessible recreation improvements (Outdoor Recreation)

**ACCEPTANCE OF MASSACHUSETTS GENERAL LAW**

Article XX: Acceptance of M.G.L. Chapter 23B, §32(b) Seasonal Community Designation

Article XX: Acceptance of M.G.L. Chapter 41, §110A Office hours on Saturday

Article XX: Acceptance of M.G.L. Chapter 53, §9A Nomination papers for cities or towns; applicable provisions

Article XX: Acceptance of M.G.L. Chapter 40, §22F License fees; service charges; acceptance of section

**CONVEYANCE OF LAND**

Article XX: Land Lease for Solar Panels

Article XX: Herring River Easements

**GENERAL BYLAW ARTICLES**

Article XX: Amend General Bylaws Appendix A (Fines)

Article XX: Amend General Bylaws to Add New Chapter IX Stormwater Management by Drainage, Erosion and Sediment Control

Article XX: Amend General Bylaws Chapter IV Public Safety to Add New Section 8 Curb Cuts

Article XX: Amend General Bylaws Chapter VII, Section 1(b) Membership of the CPC

**ZONING BYLAW ARTICLES**

Article XX: Zoning Bylaw Amendment - Walsh Overlay District

Article XX: Amend Zoning Bylaw §40.5.B.3 Requirements Communication Structures, Buildings and Appurtenances

Article XX: Amend Zoning Bylaw §10.4 Definitions, Add New Zoning Bylaw §40.10 Lot Coverage and Naturalized Green Space, and Amend §50.1.A Table

#### **HOME RULE PETITIONS**

Article XX: Home Rule Petition to Prohibit the Application of Fertilizer

Article XX: Home Rule Petition for a Pesticide Reduction Bylaw

Article XX: Home Rule Petition to Impose a 0.5% Real Estate Transfer Fee

Article XX: Home Rule Petition to Amend the Terms of the Truro Housing Authority

#### **CHARTER ARTICLES**

Article XX: Amendment to Section 4-5-2

Article XX: Amendment to Section 6-2-12

Article XX: Amendment to Section 2-1-2

#### **ADVISORY ARTICLE**

Article XX: Advisory Vote to Establish Electronic Voting at Town Meeting

#### **PETITIONED ARTICLES**

Article XX: Starting with the 2026/2027 Fiscal Year 100% of Free Cash will be Applied to Reduce and Stabilize the Tax Rate—Petitioned Article

Article XX: Accept a Massachusetts General Law that will Allow the Town to Plow Private Roads—Petitioned Article

Article XX: Charter Amendment to Section 6-4-3—Petitioned Article

Article XX: Non-Binding Resolution to Establish Project Cost Cap and Schematic Design Requirements for a New DPW—Petitioned Article



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Select Board

**REQUESTOR:** Nancy Medoff, Select Board Clerk & Provincetown Water & Sewer Board Representative

**REQUESTED MEETING DATE:** March 11, 2025

**PRESENTER:** Nancy Medoff, Select Board clerk & Provincetown Water & Sewer Board Representative

**ITEM:** Staff Update and Discussion from Water Communications Team to Share with Select Board Background, Progress, and Next Steps

**EXPLANATION:** In December 2024, the Select Board voted in support of a Strategic Communications Plan around the topic of water and wastewater for Truro. Since that time, the team has worked consistently on this plan and will share the tools that are up and running with the Select Board. They will also share next steps and timelines as appropriate.

In addition, this is an opportunity to continue to educate our community in Truro about the resources available to learn more factual information about what is happening in support of our water resources.

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

**IMPACT IF NOT APPROVED:** Select Board and our Truro Community will not fully understand all of the resources available now and what will be available in the future. Some members of our community will rely on information which is not accurate and not up to date. They will not be aware of the opportunity to have their questions answered in a transparent and timely manner.

**SUGGESTED ACTION:** None

**ATTACHMENTS:** NONE



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Kelly Clark, Assistant Town Manager

**REQUESTED MEETING DATE:** March 11, 2025

**ITEM:** Referral of Zoning Bylaw Amendments

**EXPLANATION:** Zoning Bylaw amendment articles, in accordance with MGL c.40A, §5 – Adoption and Change of Zoning bylaws, require a referral process.

Upon receipt of these amendments, the Select Board has **fourteen (14) days to refer** the articles to the Planning Board for public hearings. The Planning Board must then schedule a public hearing within 65-days of this referral.

At tonight's meeting, the Select Board must refer the following articles that were received by the March 3, 2025 deadline to submit articles:

- **Amend §40.5.B, Communication Structures, Buildings and Appurtenances, Requirements**  
(Amendment to §40.5.B.3, adding requirement of conformity to Building Code loading requirements; and new section 40.5.B.4, adding requirement of on-site condition assessment for modifications to tower/equipment.)
- **New Bylaw §40.10, Lot Coverage and Naturalized Green Space, including new definition, §10.4 and amendment to §50.1.A, Table**  
(New §40.10 establishes Maximum Lot Coverage requirement and Minimum Naturalized Green Space requirement and amends §10.4 to add definition of Naturalized Green Space; and amends §50.1.A, Table of Area and Height Regulations to add dimensional requirements for Lot Coverage and Naturalized Green Space, including new note 10, application to Residential District only.)
- **New Overlay District and Amendment to Zoning Map: Walsh Overlay District**  
(Amends Bylaw §90.5 to add new §90.5.E, Walsh Overlay District, including description of Overlay District and incorporation of Overlay District Map into Zoning Map and Zoning Bylaw; amends §10.4 to add new definitions; amends §20.1, Districts Enumerated, to add Walsh Overlay District; amends §20.2, Purposes of Districts, to add Purpose of Walsh Overlay District; amends §20.3, Location of Districts, to incorporate new Walsh Overlay District Map into Zoning Bylaw; amends §30 to add new §30.x, Walsh Overlay District, creating subdistricts for residential and mixed-use development, and for recreation.)

In anticipation of tonight's vote to refer the articles, the Planning Board has scheduled the public hearing for April 9, 2025 at 5:00pm.

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

**IMPACT IF NOT APPROVED:** Pursuant to MGL c.40A, §5, Articles must be referred to and heard by Planning Board to be voted upon at Town Meeting.

**SUGGESTED ACTION:** *MOTION TO* refer the proposed bylaw amendments to the Planning Board for public hearing pursuant to MGL c.40A, §5.

**ATTACHMENTS:**

1. Planning Board Submitted Zoning Bylaw Articles (2) for ATM 2025
2. Zoning Task Force Submitted Zoning Bylaw Article (1) for ATM 2025



**Article XX: Amend Zoning Bylaw §40.5.B.3 Requirements,**

Amend by deleting the language in ~~strike through~~ and adding the **bold underlined** wording.

§ 40.5 Communication Structures, Buildings and Appurtenances

B. Requirements:

3. ~~The~~**All** communications structures~~s~~, buildings~~s~~, ~~towers and~~ **or** appurtenances~~s~~ shall be installed, maintained and operated in accordance with all applicable federal, state, county and local codes, standards and regulations ~~and shall be designed to withstand sustained winds and gusts of a category 5 hurricane.~~  
**Tower structures shall be designed or rated (existing structures) to conform to the loading requirements of the Massachusetts State Building Code 780 CMR (latest edition) and the ANSI/TIA-222 Standard referenced therein.** If Federal Aviation Administration (FAA) or Federal Communications Commission (FCC) regulations are changed, then the owner or operator shall bring the structure, building, ~~tower or~~ **and** appurtenances into compliance with the new regulations within six (6) months of the effective date of such regulations or earlier if a more stringent compliance schedule is included in the regulation. Failure to comply with any new regulations shall be grounds for the removal of non-complying structures, buildings, ~~towers or~~ **and** appurtenances at the owner's expense.
  
4. **An on-site condition assessment and an updated structural rating analysis no more than five (5) years old and stamped by a registered professional structural engineer licensed in the Commonwealth of Massachusetts shall be submitted when an existing tower or the equipment that it supports is modified in a manner that results in increased structural loads on the tower. The Risk Factor (or Structure Class) used for design or rating of communications towers shall be subject to review and approval by the Truro Planning Board but shall not be less than the following:**
  - a. **For the existing towers at 344 Route 6 and 5 Town Dump Road and for towers supporting emergency communications services: Risk Factor / Structure Class: III.**
  - b. **For all other communications towers: Risk Factor /Structure Class: II.**

(Keep and renumber subsequent paragraphs of Section 40.5.B.)

### **Commentary on the proposed changes:**

The reference in the current zoning bylaw to “...*a category 5 hurricane*...” does **not** provide a basis for determining wind loads on structures for design or rating purposes. This proposed rewrite, per paragraph 3 above, is the crux of this bylaw revision.

This warrant article deletes the “...*category 5 hurricane*...” language and instead requires compliance with the Massachusetts State Building Code, 780 CMR.

With regard to the proposed paragraph 4 above: The applicable code uses a factor called “Structure Class” for the analysis of each specific structure, depending on the importance of the supported communication services and the hazard that the structure represents to its surroundings. A higher value for “Structure Class” should potentially be used or required for a tower that supports essential or emergency services, for a tower whose service coverage area is not redundant with another tower, or for a tower whose fall zone includes critical infrastructure. This paragraph 4 is intended to codify what has been the Planning Board’s recent practice when reviewing submittals for tower modifications.

**Article XX: Amend Zoning Bylaw §10.4 Definitions,**  
**Add New Zoning Bylaw §40.10 Lot Coverage and Naturalized Green Space,**  
**and Amend §50.1.A Table**

Amend by deleting the language in ~~strike through~~ and adding the **bold underlined** wording.

Explanation: Truro is the only Outer Cape Town that does not have a bylaw to regulate maximum lot coverage. This article is designed to help preserve Truro's environment and character. It would apply only to lots in the Residential District that meet minimum lot size and are used for residential purposes.

§ 10.4 Definitions

Current

Lot Coverage: The portion of a lot which is covered by impervious structures and improvements. Impervious structures and improvements shall include but not be limited to paved driveways and parking areas, principal and accessory structures, swimming pools and other on-site amenities which render any portion of the lot impervious.

NEW DEFINITION

**Naturalized Green Space – the minimum percentage of the lot that DOES NOT require watering/irrigation and/or fertilizing. This shall consist of either existing trees, bushes, underbrush, plants, grasses etc. or native species.**

NEW BYLAW

**§ 40.10**

**PURPOSE**

**This article addresses several issues. While not a total solution to any of them it does take steps in the right direction for all of them.**

- 1. It protects our water supply by decreasing runoff from impervious surfaces and limiting the amount of the lot that may require watering/irrigation and/or fertilizing. Protecting our water supply will decrease the likelihood of the need for an expensive large scale public water supply.**
- 2. The preservation of "Naturalized Green Space" will help preserve and protect our wildlife and vegetation.**
- 3. This will help preserve the character of Truro, continue to distinguish Truro from other Outer Cape Towns and support our tourism industry.**

4. Work to mitigate the impacts of climate change by preserving vegetation, especially trees, that are critical to carbon sequestration, a major factor in addressing increasing temperature.

The article is limited to residential properties in the Residential District and does not affect Commercial properties. Nothing in this article is designed or intended to prevent or limit the development of Affordable or Attainable Housing.

#### **BASIC REGULATIONS**

This bylaw shall apply to the Residential District lots of 33,750 sq ft or more currently used for residential purposes. Pre-existing commercial uses, Municipal properties and lots with deed restrictions for affordable or attainable housing are exempt. This bylaw applies to all applications for building permits for

- new construction; or
- increases in lot coverage, with the exception of the addition of an ADU, as defined above on lots with existing homes.

To support the reasons listed above, this bylaw both limits the amount of Lot Coverage and places a minimum percentage of the lot that shall be “Naturalized Green Space.”

- The maximum Lot Coverage in the Residential District shall be 20%.
- The minimum Naturalized Green Space in the Residential District shall be 25%.

#### **Requirements**

- A plan showing both Lot Coverage and Naturalized Green Space will be included in the Building Permit Application. The plan shall include a table showing the square footage and percentage for both.

#### **Area and Height Regulations**

§ 50.1 Regulations  
A. Table

<b>DIMENSIONAL REQUIREMENT</b>	<b>ALL DISTRICTS</b>
Minimum lot size	33,750 sq. ft. (1)(2)(8)
Minimum lot frontage	150 ft (1)(2)
Minimum frontyard setback	25 ft (3)
Minimum sideyard setback	25 ft (3)(4)
Maximum building height	2 stories; 30 feet (5)(5a)(6)
Minimum backyard setback	25 ft (3)(4)
Lot Shape	(9)
<b><u>Maximum Lot Coverage</u></b>	<b><u>20% (10)</u></b>
<b><u>Minimum Naturalized Green Space</u></b>	<b><u>25% (10)</u></b>

(4/05, 4/06, 4/10)

#### NOTES

1. Except buildings for accessory use and cottage. (4/10)
2. Except lots or parcels lawfully in existence and shown on a subdivision plan or described in a deed recorded at the Barnstable County Registry of Deeds prior to the adoption of the bylaw by Truro Town Meeting on February 15, 1960, having at least five thousand (5,000) square feet of area and at least fifty (50) feet of lot frontage.
3. Except in the Seashore District where the minimum setback from all streets is 50 ft. measured at a right angle from the street line.
4. Except in those portions of the Beach Point Limited Business district served by the Town of Provincetown Water System, where the minimum sideyard and backyard setbacks shall be equivalent to five (5) ft per story of the building or structure in question. Structures less than a full story shall meet the minimum 5 ft setback.
5. The 2 story/30 ft height limitation shall be measured from above mean ground level. (5/24)
  - 5a. Except buildings which do not have a ridge or hip defined by two opposing sloped roof surfaces the maximum building height shall not exceed twenty-three (23) ft as measured to the highest point of the structure. (4/12, 5/24)
6. Free standing flagpoles and private noncommercial radio and television antennae shall not exceed fifty (50) ft above mean ground level.
7. (#7 deleted 4/12)
8. Except in the Seashore District where the minimum lot size is 3 acres. (4/05)
9. For any lot created after April 30, 2004, the portion of the lot connecting the frontage with the front line of any building site shall not be less than 50 feet wide, as measured between opposite sidelines. (4/06)
10. **Applies to Residential District Only**

#### **COMMENT**

*This article is a proactive effort by the Planning Board to preserve the character and beauty of Truro and protect our environment. It is not intended to be a sweeping solution but another “tool in the toolbox” to protect the essence of Truro while not restricting our critical commercial community.*

To: Town of Truro Select Board  
From: Town of Truro Zoning Task Force  
Date: March 3, 2025  
Re: Recommendation for Zoning Bylaw Amendment – Walsh Property

The Zoning Task Force (ZTF) created by the Select Board to, among other things, “review the town’s zoning and general bylaws with a focus on provisions that may affect housing opportunities or production ...” and “draft bylaw and/or policy amendments for recommendation to the Select Board” unanimously recommends the attached zoning bylaw amendment creating a Walsh Property Overlay District to the Select Board for its consideration and, if acceptable to the Select Board, placement on the warrant as an article for consideration at the 2025 Town Meeting. As a proposed amendment to the town’s zoning bylaw, this warrant article remains subject to legal review by the town’s counsel, KP Law, as well as a public hearing before the Planning Board.

The ZTF approved unanimously by roll call vote on March 3, 2025 recommending the attached bylaw amendment to the Select Board.

Process. The ZTF was established in October 2025 and held its first meeting on October 28, 2024. The ZTF chose to commence its work by developing a proposed bylaw amendment creating an overlay district for the Walsh property. We feel that this is a pressing need in order to allow the town to move forward expeditiously with the development of the Walsh property as approved at 2024 Town Meeting. The ZTF has been ably advised by Kennan Rhyne of Rhyne Civic Strategies LLC and our staff liaison, Barbara Carboni, the Town Planner and Land Use Counsel.

Early in our work, it became clear that the Walsh property cannot be developed consistent with the Town Meeting’s mandate without changing the current residential zoning of the property. The current zoning is quite restrictive and would allow far fewer than the recommended up to 160 dwelling units to be constructed.

The ZTF has sought to balance the vision for the Walsh property articulated by the Walsh Committee and approved by the Town at the 2024 Town Meeting with the Town’s character as a rural, residential community on the Outer Cape. Thus, the proposed bylaw amendment provides for multiple types of housing in addition to those permitted in the residential district and permits smaller lot sizes and requires development of affordable and attainable housing.

The ZTF has met twice with the full Ad Hoc Walsh Committee to obtain input into their vision of how the Walsh property will be developed and to obtain their feedback on the draft overlay bylaw amendment. We also held a public listening session on February 26<sup>th</sup> to seek community input and reached out to the chair of the Planning Board. We have also established an email address to receive comments. We intend to continue our outreach efforts to ensure that our fellow townspeople have the opportunity to ask questions and are provided with the complete rationale for the provisions of the proposed overlay district. At the ZTF meeting on February 18, we approved a draft of the overlay amendment for consideration at the February 26 public meeting and submission to the Select Board. Following our review of comments submitted, we met on March 3 to consider changes to the draft bylaw amendment as a result of community commentary.

Changes. Since the February 18 draft of the bylaw amendment that we provided to the Select Board as part of our quarterly update, we have made several changes to the draft as a result of our outreach to the community. The first is to eliminate the ability to build up to a 5 story building pursuant to a special permit for a senior living facility. The vast majority of commenters objected to the possibility of a 5 story building on the Walsh property and the ZTF agreed to reduce the maximum building height to 3 stories. Second, the ZTF agreed to expand the minimum side yard setback from a proposed 5 feet to 10 feet. This will provide for more space between buildings on adjacent lots. Although the ZTF carefully considered other comments received, we ultimately decided to retain the remainder of the proposed bylaw amendment in order to provide the town and the Ad Hoc Walsh Committee with sufficient flexibility to allow development of the area in the manner deemed most beneficial to the town. We recognize that, as town-owned property, there are multiple opportunities to control development of the Walsh property and we feel that our role is to enhance the opportunity for such development while imposing only appropriate and necessary boundaries.

Other Recommendations. In the course of our outreach, we have also received important feedback regarding the development of the Walsh property that, although not germane to our work on the zoning bylaw, we feel merits transmittal to the Select Board. First, as the Select Board is well aware, the issues of providing water to and addressing wastewater at the Walsh property are critical not only for the development of the Walsh property, but for the continued health of our town. We strongly support the Select Board's work to develop additional sources of potable water, to consider solutions for wastewater treatment, and to develop an equitable sharing of water with Provincetown. We urge the Select Board to continue these efforts and to continue to make these issues a top priority. Second, development of the necessary infrastructure to support development of the Walsh property, such as roads and utilities, is also a high priority. We also support the town's efforts to obtain funding for these efforts and to make this an early action item. Finally, we recommend that approximately 7 acres of the proposed Walsh Recreational Subdistrict be formally set aside for use by the Truro Central School; the proposed overlay district would fully consistent with that effort.

Next Steps. The Zoning Task Force will continue to support the adoption of the proposed bylaw amendment creating the Walsh Overlay District by appearing at the required public hearing before the Planning Board and hosting formal and informal outreach sessions. We expect now to turn our attention to additional issues set forth in our charge, including developing the recommendation to the Select Board of one or more additional overlay districts and reviewing and proposing changes to the town's full zoning and general bylaws with a focus on encouraging housing opportunities and economic development, all in the important context of helping preserve our town's existing character. We intend to seek input from the Planning Board, the Zoning Board of Appeals as well as our fellow residents regarding issues with respect to the zoning bylaw that require our attention and we hope to be able to continue consulting with Ms. Rhyne and Ms. Carboni on these complex issues.

If the Zoning Task Force can be of further assistance to the Select Board in any way, please do not hesitate to contact us.



## *Zoning Task Force – Recommended Zoning Proposal for Walsh Overlay District*

**NOTE:** All gray text below currently exists in the Truro Zoning Bylaw and is added for reference. Bold text represents amendments to the existing zoning bylaw definitions.

### **§ 10.4 Definitions**

For the purpose of the bylaw, certain terms and words shall have the following meaning unless a contrary meaning is required by the context or is specifically prescribed. Terms and words not defined herein but defined in the Zoning Act, Massachusetts General Laws, Chapter 40A, as amended, shall have the meaning given therein unless a contrary intention clearly appears. Words not defined in either place shall have the meaning given in Webster's Third New International Dictionary of the English Language, Unabridged.

**Affordable Dwelling Unit.** A dwelling unit exclusively available for sale or lease to Affordable Households. The Town will require assurances of compliance in writing, and provide copies to the Building Commissioner prior to the issuance of a building permit.

**Affordable Households.** Households earning no more than 100% of the current Area Median Income for Barnstable County, as determined by the Executive Office of Housing and Livable Communities (EOHLC), or its successor.

**Affordable Housing.** Housing registered as Affordable Dwelling Units with the Town.

**Attainable Dwelling Unit.** A dwelling unit exclusively available for sale or lease to Affordable Households or Attainable Households. The Town will require assurances of compliance in writing, and provide copies to the Building Commissioner prior to the issuance of a building permit.

**Attainable Households.** Households with current median income limits no greater than 200% of the current Area Median Income for Barnstable County or, if greater, the percentage of the current median income for attainable households as determined by the Executive Office of Housing and Livable Communities (EOHLC), or its successor. This definition supersedes any definition of "Attainable" or similar terms set forth in this Zoning bylaw.

**Building Separation.** The space between multiple buildings or structures on a single lot as measured from the nearest exterior point on the building or structure.

**Bungalow Court.** A group of three or more detached dwelling units owned by one or more persons located on a single lot, which are available for permanent occupation and arranged around a shared communal open space with shared pedestrian access.

**Coliving Community.** A building or development composed primarily of single or double occupancy rooms with at least one communal kitchen and one communal space in any form or configuration, including structures housing communal facilities and non-residential uses and separate structures within one lot.

**Coliving Unit.** A living area intended for one family or nonfamily household that shall have complete or independent or permanent provisions for shared living, eating, and sanitation.

**Dwelling Unit.** One or more rooms containing both cooking and bathroom facilities and designed for human habitation by one family independent of other facilities. Each accessory building or portion thereof, studio or guesthouse, which has both cooking and bathroom facilities, is considered to be a separate dwelling unit. Affordable Dwelling Units and Attainable Dwelling Units are included in this definition.

**Mixed-use Development.** Development containing a mix of residential uses and non-residential uses, including, without limitation, commercial, institutional, industrial or other uses.

**Multi-family Housing.** A building with three (3) or more residential dwelling units or two (2) or more buildings on the same lot with more than one (1) residential dwelling unit in each building, which may be owned by one or more persons.

**Townhouse.** One (1) or a series of buildings with a party wall or walls, common to adjoining buildings, which is constructed with a yard or public way on not less than two (2) sides that may contain multiple dwelling units.

### § 20.1 Districts Enumerated

For the purposes of this bylaw, the Town of Truro is divided into Zoning Districts designated as follows:

- Residential
- Beach Point Limited Business
- Route 6A, North Truro, Limited Business
- Truro Center Limited Business
- North Truro Center General Business
- Route 6 General Business
- Seashore

For the purposes of this bylaw, the following Overlay Districts are established:

- Flood Plain
- Water Resource Protection
- Affordable Rental Housing
- Solar Farm Overlay District
- Walsh Overlay District

### § 20.2 Purposes of Districts

**[To be inserted at the end of article]**

**Walsh Overlay District.** The Walsh Overlay District is intended to create housing opportunities through a variety of housing products for seniors, individuals, and families. Three subdistricts promote a diversity of housing stock and mixed-use development. Development located within this Overlay District shall provide or be located near recreational opportunities in all subdistricts and may provide compatible accessory commercial and other mixed-uses that support a walkable mixed-use development.

### § 20.3 Location of Districts

The location and boundaries of the Zoning Districts are enumerated in § 90 of this bylaw and are shown on the map entitled “Zoning District Map of the Town of Truro, Massachusetts,” dated May 2, 2013 which accompanies the bylaw as Appendix A and is declared to be a part of this bylaw. The location and boundaries of the Water Resource Protection Overlay District are identified in § 90.5 of this bylaw, and are shown on the map entitled “Water Resources Protection Overlay District” dated August 18, 2015 which appears as Appendix B to this bylaw and is declared to be a part of this bylaw. The location and boundaries of the Walsh Overlay District and its subdistricts are identified in § 90.5 of this bylaw, and are shown on the map entitled “Walsh Overlay District,” dated **[MAP DATE]** which appears as **Appendix C** to this bylaw and is declared to be a part of this bylaw.

### § 30.X Walsh Overlay District

- A. **Purpose.** The Walsh Overlay District hereinafter referred to as the “WOD” is intended to create housing opportunities through a variety of housing products for seniors, individuals, and families, including both affordable and attainable dwelling units. Three subdistricts promote a diversity of housing stock and mixed-use development. Development located within this Overlay District shall provide or be located near recreational opportunities in all subdistricts and may provide compatible accessory commercial and other mixed-uses that support a walkable mixed-use development. The Walsh Recreational Subdistrict is intended to offset the impact of such density by preserving much of the land in that subdistrict for recreational and open space uses, subject to certain stated exceptions, primarily for educational and municipal uses.

- B. Establishment.** The WOD is an overlay district that is superimposed over the underlying zoning district(s) and is shown on the Truro Zoning Map, a copy of which is available for inspection and study in the office of the Truro Building Commissioner, as set forth in on the map entitled “Walsh Overlay District,” dated [MAP DATE] which appears as Appendix C to this bylaw and is declared to be a part of this bylaw.
- C. Subdistricts.** The WOD contains the following subdistricts shown on the Truro Zoning Map as set forth on the map entitled “Walsh Overlay District,” dated [MAP DATE] which appears as Appendix C to this bylaw. The subdistricts are as follows:
- i. Walsh Low-Density Subdistrict.** The Walsh Low-Density Subdistrict hereinafter referred to as the “WLS” is intended to create affordable and attainable housing opportunities and home-ownership opportunities on compact lots organized around a shared communal open space or compact single family dwellings for seniors, individuals, and families. The WLS encourages compact development that is pedestrian-scaled, healthy, safe, and affordable.
  - ii. Walsh Moderate-Density Subdistrict.** The Walsh Moderate-Density Subdistrict hereinafter referred to as the “WMS” is intended to create affordable and attainable housing opportunities and home-ownership opportunities through Mixed-Use Development and/or Multi-family Housing, as well as on compact lots organized around a shared communal open space or compact single family dwellings, for seniors, individuals, and families. Development located within this Overlay District shall provide ample recreational opportunities and may provide compatible accessory commercial and other mixed-uses that support a walkable mixed-use development.
  - iii. Walsh Recreational Subdistrict.** The Walsh Recreational Subdistrict hereinafter referred to as the “WRS” is intended to protect and preserve the natural features, existing topography, wildlife, visual character, and open space for recreational and civic uses that serve the general welfare of the public.
- D. Applicability.** To qualify for inclusion in the WOD, the proposed development must have 67% or greater of the Gross Floor Area dedicated to Residential uses. WOD provisions shall supersede all other provisions in the Zoning Bylaw with respect to the underlying district including and without limitation, use, dimensions, parking, design standards, and site plan review; however, the provisions of any other overlay district shall continue to apply.
- For any land within the WOD, an applicant may choose to conform either to the zoning regulations which govern the underlying zoning district or to the WOD regulations and procedures set forth by this Section.
- E. Residency Requirement.** Units within the WOD shall be made available only for year-round occupancy as prescribed in leases of one-year minimum duration.
- F. Inclusionary Zoning.** No less than twenty percent (20%) of all new residential units (of each type) constructed within the WOD shall be Affordable Dwelling Units.
- G. Permitted Uses.** The use requirements in the WOD shall comply with § 30.2 Use Table, herein, except for the following:
- i.** Any and all uses permitted by subdistrict in Table B, entitled “Walsh Overlay District Permitted Uses by Subdistrict” are consistent with the purposes for which the subdistrict was established and shall supersede the underlying Zoning District; however, the provisions of any other applicable overlay district shall continue to apply.
  - ii. Mixed-use Developments.** Any and all other non-residential uses permitted by subdistrict in Table B and the underlying Zoning District shall be permitted in Mixed-use Developments. Any non-residential uses allowed by Special Permit in the underlying Zoning District, shall be permitted by special permit in Mixed-use Developments, with the Board of Appeals serving as the Special Permit Granting Authority. Any non-

residential uses not permitted in **Table B** shall supersede the underlying Zoning District in Mixed-use Developments; however, the provisions of any other overlay district shall continue to apply

- iii. Non-residential Uses.** All non-residential uses shall not contain any dangerous, noxious, injurious, or otherwise objectionable fire, explosion, radioactive or other hazard; noise, or vibration, smoke, dust or other form of air pollution; electrical or other disturbance; glare, liquid or solid refuse or wastes; conditions conducive to the breeding of insects, rodents, or other substance, conditions or elements in a manner or in an amount as to affect adversely the surrounding areas.

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**KEY**

P	Permitted
SP	May be allowed by special permit granted by the Board of Appeals
N	Not Permitted
N/A	Not Applicable
WOD	Walsh Overlay District
WLS	Walsh Low-Density Subdistrict
WMS	Walsh Moderate-Density Subdistrict
WRS	Walsh Recreational Subdistrict
*	Already Permitted in the Residential District

**Table B - Walsh Overlay District Permitted Uses by Subdistrict**

Principal Uses	WLS	WMS	WRS
<b>Commercial</b>			
Professional office <sup>1</sup>	P	P	N
Restaurant	SP	P	N
Retail business service (4/14)	SP	P	N
Retail sales (4/14)	SP	P	N
Trade, repair shop, etc. (4/14)	SP	P	N
Wholesale Trade (4/14)	SP	P	N
<b>Industrial</b>			
Industrial or manufacturing use <sup>2</sup>	N	SP	N
Public utility	P	P	P
Research or experimental lab <sup>3</sup>	SP	SP	N
Small engine repair	SP	SP	N
<b>Institutional</b>			
Hospital, nursing and/or convalescent home	N	SP	N
Private club not conducted for profit	N	SP	N
Large-Scale Ground-Mounted Photovoltaic Array (4/11)	N	N	N
<b>Residential</b>			
Attainable Undersized Lot (5/24)	P	P	N
Bungalow Court	P	P	N
Coliving Community	N	SP <sup>4</sup>	N
Duplex (as defined in §40.1) (5/24)	*	*	N
Mixed-use Development	SP	P	N
Multi-family Housing	P	P	N
Townhouse	P	P	N
Single family dwelling <sup>5</sup>	*	*	N

Table B - Notes

1. No more than four (4) offices per lot; 20% lot coverage permitted, exclusive of parking; storage of equipment or materials where they are visible from neighboring properties or public or private ways is prohibited; the Board of Appeals shall find that the proposed use does not produce any injurious or offensive dirt, odor, fumes, gas, noise, or danger from explosion or fire.
2. The Board of Appeals shall find that a proposed use is not injurious or offensive or tends to reduce values in the same district by reason of dirt, odor, fumes, gas, sewage, noise, or danger from explosion or fire.
3. The Board of Appeals may approve activities which are necessary in connection with scientific research or scientific development or related production, and which are accessory to a permitted use, if the Board finds the proposed accessory use does not substantially derogate from the public good.
4. Only for year-round residency.
5. Uses in this category are further subject to the special regulations set forth in §40.2, Accessory Dwelling Unit and the Building Commissioner shall serve as the Permit granting authority. (04/07, 4/17, 5/24)

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**H. Dimensional Requirements.** The dimensional requirements in the WOD shall comply with **§ 50 Area and Height Regulations**, herein, except for the following:

- i. Any and all dimensional requirements in **Table C**, entitled “**Walsh Overlay District Dimensional Requirements by Subdistrict**,” shall supersede the underlying Zoning District.
- ii. **Multiple Buildings on a Single Lot.** Multiple buildings on a single lot must comply with the minimum Building Separation distance per subdistrict in **Table C**.
- iii. **Setbacks Abutting Residential Districts.** All front, rear, and side yard setbacks for buildings or structures abutting a Residential District outside of the WOD shall meet a minimum setback of 25-ft or a minimum setback equivalent to 10-ft per story of the building or structure in question, whichever is greater.
- iv. **Setbacks Abutting Route 6.** All front, rear, and side yard setbacks for buildings or structures abutting Route 6 shall meet a minimum setback of 25-ft.

**KEY**

N/A	Not Applicable
WOD	Walsh Overlay District
WLS	Walsh Low-Density Subdistrict
WMS	Walsh Moderate-Density Subdistrict
WRS	Walsh Recreational Subdistrict

**Table C - Walsh Overlay District Dimensional Requirements by Subdistrict**

<b>Dimensional Requirement</b>	<b>WLS</b>	<b>WMS</b>	<b>WRS</b>
Minimum Lot Size	None	None	N/A
Minimum Lot Frontage	None	None	N/A
Minimum Frontyard Setback	10 ft <sup>1</sup>	10 ft <sup>1</sup>	25 ft <sup>1, 3</sup>
Minimum Sideyard Setback	10 ft <sup>1</sup>	10 ft <sup>1, 3</sup>	25 ft <sup>1, 3</sup>
Minimum Backyard Setback	10 ft <sup>1</sup>	10 ft <sup>1</sup>	25 ft <sup>1, 3</sup>
Minimum Building Separation	10 ft	10 ft	25 ft
Maximum Building Height	2 stories; 30-ft <sup>2, 3</sup>	3.5 stories; 45-ft <sup>2</sup>	2 stories; 30-ft <sup>2, 3</sup>
Lot Shape	N/A	N/A	N/A
Gross Floor Area	No limit <sup>4</sup>	No limit <sup>4</sup>	N/A
Lot Coverage	No limit	No limit <sup>4</sup>	N/A
Lot Clearing	No limit	No limit <sup>4</sup>	N/A

**Table C - Notes**

1. All setbacks shall meet the minimum setbacks for buildings or structures abutting Route 6 or a Residential District outside of the WOD as specified in the Dimensional Requirements Sections of this by-law.
2. All building heights shall meet the maximum building height for buildings or structures abutting a Residential District outside of the WOD as specified in the Dimensional Requirements Sections of this by-law.
3. Dimensional Requirement match the **§ 50 Area and Height Regulations** in the Underlying Zoning, and must also meet the minimum setbacks for buildings or structures abutting Route 6 or a Residential District outside of the WOD as specified in the Dimensional Requirements Sections of this by-law.
4. Except as applied to single family residences or duplexes, which remain subject to the existing by-law limitation.



**I. Landscape Buffer.** All buildings or structures abutting Route 6 or a Residential District outside of the WOD shall provide a year-round landscaped or vegetated buffer.

**J. Design Standards.** The following Design Standards shall apply to development in the WOD. Furthermore, these standards provide guidance for building massing, siting, and design solutions. It is understood that buildings and structures may not be able to comply with all of the following guidelines, but buildings and structures should comply if it is physically possible. For projects in the WOD, the following design guidelines shall apply:

- i. All development should be designed to facilitate, accommodate, and encourage use by pedestrians.
- ii. Non-residential uses should be located on the ground floor in Mixed-use Developments.
- iii. Buildings on a corner lot should have a façade that relates to both streets.
- iv. All development located in the subdistricts WMS, WLS, and WRS, should provide public access to common and public recreational land whenever feasible.

**K. Parking Requirements.** The parking requirements in the WOD shall comply with **§ 30.9 Parking**, herein, except for the following:

- i. Any and all parking requirements in **Table D**, entitled “**Walsh Overlay District Parking Requirements for all Subdistricts**” shall supersede the parking requirements of the underlying Zoning District.
- ii. Parking may not be located within the minimum setback abutting a Residential District outside of the WOD as specified in the Dimensional Requirements Sections of this by-law.
- iii. **Mixed-use Developments.** In the case of mixed-use development or multiple uses on a single lot, the parking provided shall meet the total requirements for all uses, except as permitted by the Board of Appeals as specified in the Shared Parking and Off-site Parking Sections of this by-law.
- iv. **Shared Parking.** An applicant may request to the Board of Appeals to meet the parking requirements for two or more uses by sharing a common shared parking area, provided that the shared spaces are held in common ownership with all uses being served through easements or fee title, and that all spaces are located within four hundred (400) feet of all uses they serve. It is the responsibility of the applicant to provide documentation to the Board of Appeals showing the expected peak use of all parking spaces, that the usage of such parking area would not occur simultaneously, and that the total proposed number of parking spaces will meet the demands of the uses proposed for the site.

In order to be granted shared parking approval, the Board of Appeals shall determine that a lesser number of spaces would be adequate for all parking needs because of special circumstances such as shared parking for uses having peak parking demands at different times or other measures reducing parking demand.

A reciprocal agreement shall be executed by the owners and operators of the different sources or uses in the building or development ensuring the long-term joint use of such shared parking, and defining the terms upon which the parking is shared.

**Table D - Walsh Overlay District Parking Requirements for all Subdistricts**

Principal Use	Parking Requirement
<b>Residential</b>	
Bungalow Court; Duplex; Mixed-use Development; Multi-family Housing; Single Family Dwelling	1 space per dwelling unit
Home Occupation, including Commercial Fishing Activity	1 space per dwelling unit as required above, plus 1 space for each non-resident employee
Home Occupation – permitted office use	1 space per dwelling unit as required above, plus 1 space per each non-resident employee
Coliving Community	0.25 space per coliving unit, plus 1 space for each non-resident employee
Park, playground, non-commercial recreation	1 space for each 3 users at maximum utilization <sup>1</sup>

**Table D - Notes**

1. All parking spaces dedicated to Park, Playground, or Non-Commercial Recreation uses shall be available for free to the public.
2. Parking spaces and aisles located in the WRS are to be permeable and shall be maintained with a level surface of at least four (4) inches of blue stone or T-base equivalent at all times.

- v. **Off-site Parking.** An applicant may request to the Board of Appeals to utilize off-site parking to meet the parking requirement. All municipal or other parking facilities which are used to satisfy the parking requirement must meet the following criteria:

The parking facility must be less than one thousand (1,000) feet from the proposed development, measured as measured from the nearest exterior point on a building or structure.

The applicant must provide the Board of Appeals with proof of ownership or lease for those parking spaces in order to satisfy the parking requirement. The owner shall provide offsite parking in perpetuity of the building use, as required by the needs of the tenants. Prior to the expiration of any parking lease, the Board of Appeals shall approve the new mechanism to satisfy the parking requirement.

- vi. **Parking Access.** The location and number of curb cuts shall be minimized to reduce turning movements and hazardous exits and entrances. To the extent possible, access to parking from the public right of way should be located at the rear or the side of the parcel, with the exception of subdistrict WLS. At no point should access to parking be located between the front building facade and the front lot line.

- vii. Shared Driveways and Private Roads.** Where appropriate and allowable, access to adjoining properties shall be provided. Joint access driveways between adjoining properties shall be encouraged.

A shared driveway, private road, or cross-access connection between abutting parking lots with a binding easement and joint maintenance agreement defining the responsibilities of abutting property owners sharing access is permitted in subdistricts WLS and WMS.

All shared driveways and private roads shall have a minimum of one 5-foot sidewalk on one side of the driveway or roadway.

- viii. Loading Requirements.** Every Mixed-use Development hereafter erected, enlarged, or occupied which has over 5,000 square feet of non-residential Gross Floor Area shall provide a minimum of one area for the loading and unloading of service vehicles. Every building hereafter erected, enlarged, or occupied for residential use with more than 10 Dwelling Units shall provide a minimum of one area for the loading and unloading of service vehicles.

Trash collection, trash compaction, recycling collection and other similar service areas must be fully enclosed within a building or located to the side or rear of buildings and fully screened from view from a public street, public space, or abutting residential use.

Loading and unloading areas shall be provided in addition to off-street parking spaces and shall not be considered as supplying required parking spaces. Unless otherwise authorized by the Board of Appeals under site plan review, loading and unloading areas shall be located in the rear of the building.

- L. Violations and Penalties.** Violation of any of the provisions of this bylaw may result in fines of up to \$300 for each offense. Each day that such a violation continues shall constitute a separate offense.
- M. Exemptions.** The Board of Appeals, through Site Plan Review, may waive any regulation or requirement within **§30.X Walsh Overlay District.**

## § 90.5 Overlay Districts

[To be inserted at the end of article]

- E. Walsh Overlay District.** The Walsh Overlay District and its subdistricts is the area designated as such on the Truro Zoning Map as set forth on the map entitled “Walsh Overlay District,” dated [MAP DATE] which appears as **Appendix C** to this bylaw and which is more particularly described and bound as follows:  
[Boundaries to be determined by the Zoning Task Force and/or Walsh Ad Hoc Committee. Attached Appendix C draft map is for discussion purposes only.]

The land shown on a plan entitled “Walsh Overlay District, made for the Town of Truro” by [TBD] Registered Land Surveyors, dated [DATE] and recorded with the Barnstable County Registry of Deeds in **Plan Book [#], Page [#]** and shown more specifically as an unnumbered parcel with an area of [#] acres.

Commencing at a point...[TBD]



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Kelly Clark, Assistant Town Manager

**REQUESTED MEETING DATE:** March 11, 2025

**ITEM:** Discussion and Possible Vote on Town Meeting Warrant Articles

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

The Board may opt to consider some or all of these articles at a subsequent meeting, but it is important to be aware of the limited number of meetings available to take the votes for Town Meeting articles.

The Warrant closes for the submission of articles on March 3, 2025 at 4 pm. The following articles are included for consideration to vote to recommend at this evening's meeting:

- Article XX: Community Preservation Act: Administrative Support
- Article XX: Community Preservation Act: Pamet Harbor History Outdoor Display (Historical Preservation & Recreation)
- Article XX: Community Preservation Act: Contribution to the Affordable Housing Trust Fund (Community Housing)
- Article XX: Community Preservation Act: Media and Digitization Outreach (Historical Preservation)
- Article XX: Community Preservation Act: FORWARD at the Rock Phase II, Regional Housing for Cape Cod residents with Disabilities (Community Housing)
- Article XX: South Facade Restoration for the Truro Meeting House (Historic Preservation)
- Article XX: Create the Old County Natural Burial Cemetery (Open Space & Recreation)
- Article XX: Community Preservation Act: Corn Hill Beach handicap boardwalk and expanded accessible recreation improvements (Outdoor Recreation)
- Article XX: Home Rule Petition to Impose a 0.5% Real Estate Transfer Fee
- Article XX: Acceptance of M.G.L. Chapter 41, §110A Office Hours on Saturday

The Board may also wish to discuss the three zoning amendment articles or any of the

petitioned articles, but please note that signatures are still being certified for some of the petitioned articles and staff will report on their status at the meeting. Staff recommends that these articles not be voted upon until the lead petitioners, Planning Board, and Zoning Task Force are present to answer questions. Further, the Board may wish to discuss or offer guidance on any of the Town Meeting Articles that will be presented for votes to recommend at subsequent meetings.

These articles are under review by Town Counsel and if Town Counsel provides any feedback, it will be relayed to the Board.

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

**SUGGESTED ACTION:**

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

**ATTACHMENTS:**

1. Draft Town Meeting Warrant Articles
  - a. Community Preservation Act Articles
  - b. Home Rule Petition to Impose a 0.5% Real Estate Transfer Fee and Acceptance of M.G.L. Chapter 41, §110A Office Hours on Saturday
  - c. Zoning Amendment Articles
  - d. Petitioned Articles
2. Draft List of Town Meeting Articles

**CONSENT AGENDA: COMMUNITY PRESERVATION ACT ARTICLES**

*The Select Board intends to offer a motion at Town Meeting to move the following Community Preservation Act articles as one block of articles.*

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

(Administrative Support)

To see if the Town will vote to appropriate the sum of Forty-one Thousand, Six Hundred Seventeen Dollars and no cents (\$41,617.00) from projected Fiscal Year 2026 Community Preservation Act Surcharge Revenue for the administrative expenses of the Community Preservation Committee or take any other action thereto.

Requested by Community Preservation Committee

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

Community Preservation Committee Recommendation	8	0	0
Finance Committee Recommendation			
Select Board Recommendation			

**Article XX: Community Preservation Act: Pamet Harbor History Outdoor Display**

(Historical Preservation &  
Recreation)

To see if the Town will vote to appropriate the sum of Three Thousand Eight Hundred Sixty Dollars and no cents (\$3,860.00) from projected Fiscal Year 2026 Community Preservation Act Revenue for the design and installation of signage for the history of the Pamet Harbor and to enter into a grant agreement to set forth the terms and conditions thereof or take any other action relative thereto.

Requested by the Pamet Harbor Commission

*Explanation: Pamet Harbor receives visitors with varied interests including boating, fishing, shell fishing, birding and simply enjoying the spectacular sunsets and scenery. The proposed project will be an outdoor display that showcases the rich history of the harbor as a thriving maritime center that included fishing fleets, shipyards, fish packing facilities and sail works. It is hoped that this will enhance the visitor experience and preserve this history of Pamet Harbor.*

Community Preservation Committee Recommendation	8	0	0
Finance Committee Recommendation			
Select Board Recommendation			

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

(Community Housing)

To see if the Town will vote to appropriate the sum of Five Hundred Thousand Dollars and no cents (\$500,000.00) from projected Fiscal Year 2026 Community Preservation Act Surcharge Revenue, to contribute to the Truro Affordable Housing Trust Fund, and to enter into a grant agreement to set forth the terms and conditions thereof or take any other action relative thereto.

Requested by Truro Housing Authority for The Truro Affordable Housing Trust

*Explanation: To create, support and preserve affordable housing to help with the critical problem facing affordable housing in our community.*

Community Preservation Committee Recommendation	8	0	0
Finance Committee Recommendation			
Select Board Recommendation			



**Article XX: Community Preservation Act: Media and Digitization Outreach**

(Historical Preservation)

To see if the Town will vote to appropriate the sum of Twenty Thousand Dollars and no cents (\$20,000.00) from projected Fiscal Year 2026 Community Preservation Act Surcharge Revenue. This project will continue the digitization of historic documents along with creating a video on important Truro industries in the early 1900's. The Truro Historical Society will enter into a grant agreement to set forth the terms and conditions thereof or take any other action relative thereto.

Requested by the Truro Historical Society

*Explanation: The Truro Historical Society seeks to improve its outreach to the Truro Community and beyond through two distinct projects: creating a video about two important industries that supported the town during the Depression; and making advances in its digitization project of historic documents and assets.*

Community Preservation Committee Recommendation	8	0	0
Finance Committee Recommendation			
Select Board Recommendation			

**Article XX: Community Preservation Act: FORWARD at the Rock Phase II, Regional Housing for Cape Cod residents with Disabilities**

(Community Housing)

To see if the Town will vote to appropriate the sum Twenty Thousand Dollars and no cents (\$20,000.00) from projected Fiscal Year 2026 Community Preservation Act Surcharge Revenue to provide funding for new construction of eight (8) affordable and supportive one-bedroom apartments for Cape Codders with autism and related disabilities who can live more independently, but still need supportive services, health and safety supervision and access to 24-hour emergency response and caregiver support. FORWARD will enter into a grant agreement to set forth the terms and conditions thereof or take any other action relative thereto.

Requested by FORWARD (Friends or Relatives with Autism & Related Disabilities)

*Explanation: This project will add eight units to the Cape's inventory of desperately needed extremely low-income affordable housing and because residents are selected by the Cape and Islands Area Office of the Department of Developmental Services based on diagnostic and housing needs, no town has local preference for residence. Although the project will be built in Dennis, Dennis residents do not have priority.*

Community Preservation Committee Recommendation	8	0	0
Finance Committee Recommendation			
Select Board Recommendation			

**Article XX: Community Preservation Act: South Facade Restoration for the Truro Meeting House**

(Historic Preservation)

To see if the Town will vote to appropriate the sum Thirty-nine Thousand, Six Hundred Fifty-seven Dollars and no cents (\$39,657.00) from projected Fiscal Year 2026 Community Preservation Act Surcharge Revenue to restore the south facade of Meeting House and will enter into a grant agreement to set forth the terms and conditions thereof or take any other action relative thereto.

Requested by The Friends of the Truro Meeting House

*Explanation: This CPA funding is for the badly deteriorated areas located at the front façade of the Meeting House. The shingles in this area of the building are rotted and allow moisture to enter the exterior wall. Areas that only require painting but do not need replacing rotted shingles or trim boards will be considered normal maintenance. Work done for these areas are not included in this funding request but will be paid for by donations to the Friends.*

## Annual Town Meeting – Saturday, May 3, 2025

### CONSENT AGENDA: CPA ARTICLES

Community Preservation Committee Recommendation	8	0	0
Finance Committee Recommendation			
Select Board Recommendation			

**Article XX: Community Preservation Act: Create the Old County Natural Burial Cemetery**

(Open Space &amp; Recreation)

To see if the Town will vote to appropriate the sum of One Hundred Seventy-one Thousand, Five Hundred Twenty Dollars and no cents (\$171,520.00) from the projected Fiscal Year 2026 Community Preservation Act Surcharge Revenue to provide the design and operation of an innovative natural burial cemetery on existing cemetery land in Truro that has been designated for green burials. The Truro Cemetery Commission will enter into a grant agreement to set forth the terms and conditions thereof or take any other action relative thereto.

Requested by the Truro Cemetery Commission

*Explanation: As an environmentally conscious alternative to current burial methods, Old County Natural will offer a harmonious balance between the seashore ecosystem and green burial sites, as well as a link to 18th c. burial methods. This project will create an ecologically and spiritually enriching final disposition for death. At the same time Old County Natural will make accessible existing Town-owned land for recreation and preserve native habitat as open space in perpetuity.*

Community Preservation Committee Recommendation	8	0	0
Finance Committee Recommendation			
Select Board Recommendation			

**Article XX: Community Preservation Act: Corn Hill Beach Handicap Boardwalk and Expanded Accessible Recreation Improvements**

(Outdoor Recreation)

To see if the Town will vote to appropriate the sum of Three Hundred Fifty Thousand Dollars and no cents (\$350,000.00) from Projected Fiscal Year 2026 Community Preservation Act Surcharge Revenue to provide improved handicap accessibility to Corn Hill Beach and to enter into a grant agreement to set forth the terms and conditions thereof or take any other action relative thereto.

Requested by the Truro Beach Advisory Committee and the Commission on Disabilities

*Explanation: This proposal requests funding for the planning, design and building of a replacement boardwalk and railing system that will maintain safety and accessibility to Corn Hill Beach as well as to create an expanded recreational area for persons with mobility challenges. The design will be ADA compliant and will remove physical barriers to ensure equal access to our public beach for all Truro citizens and visitors.*

Community Preservation Committee Recommendation	8	0	0
Finance Committee Recommendation			
Select Board Recommendation			

## **Article XX: Home Rule Petition to Impose a 0.5% Real Estate Transfer Fee**

To see if the Town will vote to authorize the Select Board to petition the General Court for special legislation authorizing the Town to impose a 0.5% real estate transfer fee as set forth below; provided, however, that the General Court may make clerical or editorial changes of form only to said bill, unless the Select Board approves amendments thereto prior to enactment by the General Court, and provided further that the Select Board is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition.

### **AN ACT AUTHORIZING THE TOWN OF TRURO TO IMPOSE A 0.5% REAL ESTATE TRANSFER FEE**

Section 1. There is hereby imposed a real estate transfer fee equal to 0.5% (half percent,  $\frac{1}{2}\%$ ) of the purchase price upon the transfer of any real property interest in any real property situated in the Town of Truro. Said fee shall be the liability of the purchaser of such property interest, and any agreement between the purchaser and the seller or any other person with reference to the allocation of the responsibility for bearing said fee shall not affect such liability of the purchaser. The fee shall be paid to the Town of Truro. Fifty percent (50%) of the funds collected in each fiscal year shall be deposited in the Town's Capital Improvement Stabilization Fund and the remaining fifty percent (50%) shall be deposited into the Town's Affordable Housing Trust Fund.

Section 2. The following transfers of real property interests shall be exempt from the real estate transfer fee:

- A. First time homebuyers who live in the home for at least 5 years. A lien shall accompany the deed stating that "There is running with the land a lien equal to the amount of fee exempted, plus accumulated interest and penalties until such time as all conditions of this sub-section are met."
- B. Transfers to the government of the U.S., the Commonwealth, the Town of Truro and any of their instrumentalities, agencies or sub-divisions, such as the Truro Housing Authority.
- C. Transfers made without additional consideration to confirm, correct, modify or supplement a transfer previously made.
- D. Transfers of convenience with consideration under \$100 which include: name change, into trusts, out of trust, etc.
- E. Transfers to any charitable organization as defined in Clause 3 of Section 5 of Chapter 59 of the General Laws or any religious organization providing that the real property interests so transferred will be held solely for public charitable or religious purposes.
- F. Transfers between family members, marriage partners, parents and children, grandchildren, stepparents and stepchildren, brothers and sisters.

Section 3.

- A. The fee imposed shall be due at the time of the transfer of the real property interest.
- B. The buyer shall pay interest on any unpaid amount of the fee at the rate the Town collects on unpaid real estate taxes.
- C. The Town shall notify a buyer by registered or certified mail of any failure to discharge the amount in full of fee due.
- D. All fees and interest required to be paid under this Act shall constitute a personal debt of the buyer and may be recovered in an action of contract.

Section 4. This Act shall take effect on passage;

or to take any other action relative thereto.

Requested by the Select Board

*Explanation: The purpose of the article is to allow the Select Board to petition the General Court for special legislation that would allow the Town of Truro to establish a 0.5% real estate transfer fee. Once the legislation passes at the State level, the Town would be able to establish the transfer fee. The primary purpose of the real estate transfer fee would be to support the Town’s Capital Improvement Stabilization Fund and Affordable Housing in Truro. This would provide an alternative funding source for the Town to protect, maintain and develop the necessary infrastructure for Town property and operations and to have a dedicated funding stream for affordable housing. The tax would be paid by the purchaser and there are several exemptions to the fee including for first time home buyers and transfers between family members.*

*This article was approved by the voters at the 2019 Annual Town Meeting (Article 15) and again at the 2022 Annual Town Meeting (Article 48) but has not been approved by the legislature. To continue to petition the General Court for this special legislation, Town Meeting must approve this article. This article was updated to reflect the motion made on Town Meeting floor at the 2019 Annual Town Meeting to deposit 50% of the fees collected into the Capital Improvement Stabilization Fund and 50% of the fees into the Affordable Housing Trust Fund.*

Finance Committee Recommendation			
Select Board Recommendation			

**Article XX: Acceptance of M.G.L. Chapter 41, §110A Office Hours on Saturday**

To see if the town will accept General Laws Chapter 41, Section 110A, which allows any public office in a town to remain closed on any or all Saturdays as may be determined from time to time, or take any other action relative thereto.

Requested by the Select Board

*Explanation: This article allows the town to treat Saturday as if it were a legal holiday for the purpose of determining dates for proceedings that may otherwise occur on Saturdays, resulting in the need to reopen Town Hall and staff to work on a Saturday. Additionally, depending on the timing of the Annual Town Election, if Town Meeting is held on a Saturday, the last day for voter registration can fall on the same day as Town Meeting.*

Select Board Recommendation			
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**Article XX: Amend Zoning Bylaw §40.5.B.3 Requirements,**

Amend by deleting the language in ~~strike through~~ and adding the **bold underlined** wording.

§ 40.5 Communication Structures, Buildings and Appurtenances

B. Requirements:

3. ~~The~~**All** communications structures, buildings, ~~towers and~~ **or** appurtenances shall be installed, maintained and operated in accordance with all applicable federal, state, county and local codes, standards and regulations ~~and shall be designed to withstand sustained winds and gusts of a category 5 hurricane.~~  
**Tower structures shall be designed or rated (existing structures) to conform to the loading requirements of the Massachusetts State Building Code 780 CMR (latest edition) and the ANSI/TIA-222 Standard referenced therein.** If Federal Aviation Administration (FAA) or Federal Communications Commission (FCC) regulations are changed, then the owner or operator shall bring the structure, building, ~~tower or~~ **and** appurtenances into compliance with the new regulations within six (6) months of the effective date of such regulations or earlier if a more stringent compliance schedule is included in the regulation. Failure to comply with any new regulations shall be grounds for the removal of non-complying structures, buildings, ~~towers or~~ **and** appurtenances at the owner's expense.
4. **An on-site condition assessment and an updated structural rating analysis no more than five (5) years old and stamped by a registered professional structural engineer licensed in the Commonwealth of Massachusetts shall be submitted when an existing tower or the equipment that it supports is modified in a manner that results in increased structural loads on the tower. The Risk Factor (or Structure Class) used for design or rating of communications towers shall be subject to review and approval by the Truro Planning Board but shall not be less than the following:**
  - a. **For the existing towers at 344 Route 6 and 5 Town Dump Road and for towers supporting emergency communications services: Risk Factor / Structure Class: III.**
  - b. **For all other communications towers: Risk Factor /Structure Class: II.**

(Keep and renumber subsequent paragraphs of Section 40.5.B.)

### **Commentary on the proposed changes:**

The reference in the current zoning bylaw to “...*a category 5 hurricane*...” does **not** provide a basis for determining wind loads on structures for design or rating purposes. This proposed rewrite, per paragraph 3 above, is the crux of this bylaw revision.

This warrant article deletes the “...*category 5 hurricane*...” language and instead requires compliance with the Massachusetts State Building Code, 780 CMR.

With regard to the proposed paragraph 4 above: The applicable code uses a factor called “Structure Class” for the analysis of each specific structure, depending on the importance of the supported communication services and the hazard that the structure represents to its surroundings. A higher value for “Structure Class” should potentially be used or required for a tower that supports essential or emergency services, for a tower whose service coverage area is not redundant with another tower, or for a tower whose fall zone includes critical infrastructure. This paragraph 4 is intended to codify what has been the Planning Board’s recent practice when reviewing submittals for tower modifications.

**Article XX: Amend Zoning Bylaw §10.4 Definitions,**  
**Add New Zoning Bylaw §40.10 Lot Coverage and Naturalized Green Space,**  
**and Amend §50.1.A Table**

Amend by deleting the language in ~~strike through~~ and adding the **bold underlined** wording.

Explanation: Truro is the only Outer Cape Town that does not have a bylaw to regulate maximum lot coverage. This article is designed to help preserve Truro's environment and character. It would apply only to lots in the Residential District that meet minimum lot size and are used for residential purposes.

§ 10.4 Definitions

Current

Lot Coverage: The portion of a lot which is covered by impervious structures and improvements. Impervious structures and improvements shall include but not be limited to paved driveways and parking areas, principal and accessory structures, swimming pools and other on-site amenities which render any portion of the lot impervious.

NEW DEFINITION

**Naturalized Green Space – the minimum percentage of the lot that DOES NOT require watering/irrigation and/or fertilizing. This shall consist of either existing trees, bushes, underbrush, plants, grasses etc. or native species.**

NEW BYLAW

**§ 40.10**

**PURPOSE**

**This article addresses several issues. While not a total solution to any of them it does take steps in the right direction for all of them.**

- 1. It protects our water supply by decreasing runoff from impervious surfaces and limiting the amount of the lot that may require watering/irrigation and/or fertilizing. Protecting our water supply will decrease the likelihood of the need for an expensive large scale public water supply.**
- 2. The preservation of "Naturalized Green Space" will help preserve and protect our wildlife and vegetation.**
- 3. This will help preserve the character of Truro, continue to distinguish Truro from other Outer Cape Towns and support our tourism industry.**

4. Work to mitigate the impacts of climate change by preserving vegetation, especially trees, that are critical to carbon sequestration, a major factor in addressing increasing temperature.

The article is limited to residential properties in the Residential District and does not affect Commercial properties. Nothing in this article is designed or intended to prevent or limit the development of Affordable or Attainable Housing.

#### **BASIC REGULATIONS**

This bylaw shall apply to the Residential District lots of 33,750 sq ft or more currently used for residential purposes. Pre-existing commercial uses, Municipal properties and lots with deed restrictions for affordable or attainable housing are exempt. This bylaw applies to all applications for building permits for

- new construction; or
- increases in lot coverage, with the exception of the addition of an ADU, as defined above on lots with existing homes.

To support the reasons listed above, this bylaw both limits the amount of Lot Coverage and places a minimum percentage of the lot that shall be “Naturalized Green Space.”

- The maximum Lot Coverage in the Residential District shall be 20%.
- The minimum Naturalized Green Space in the Residential District shall be 25%.

#### **Requirements**

- A plan showing both Lot Coverage and Naturalized Green Space will be included in the Building Permit Application. The plan shall include a table showing the square footage and percentage for both.

#### **Area and Height Regulations**

§ 50.1 Regulations  
A. Table

<b>DIMENSIONAL REQUIREMENT</b>	<b>ALL DISTRICTS</b>
Minimum lot size	33,750 sq. ft. (1)(2)(8)
Minimum lot frontage	150 ft (1)(2)
Minimum frontyard setback	25 ft (3)
Minimum sideyard setback	25 ft (3)(4)
Maximum building height	2 stories; 30 feet (5)(5a)(6)
Minimum backyard setback	25 ft (3)(4)
Lot Shape	(9)
<b><u>Maximum Lot Coverage</u></b>	<b><u>20% (10)</u></b>
<b><u>Minimum Naturalized Green Space</u></b>	<b><u>25% (10)</u></b>

(4/05, 4/06, 4/10)

#### NOTES

1. Except buildings for accessory use and cottage. (4/10)
2. Except lots or parcels lawfully in existence and shown on a subdivision plan or described in a deed recorded at the Barnstable County Registry of Deeds prior to the adoption of the bylaw by Truro Town Meeting on February 15, 1960, having at least five thousand (5,000) square feet of area and at least fifty (50) feet of lot frontage.
3. Except in the Seashore District where the minimum setback from all streets is 50 ft. measured at a right angle from the street line.
4. Except in those portions of the Beach Point Limited Business district served by the Town of Provincetown Water System, where the minimum sideyard and backyard setbacks shall be equivalent to five (5) ft per story of the building or structure in question. Structures less than a full story shall meet the minimum 5 ft setback.
5. The 2 story/30 ft height limitation shall be measured from above mean ground level. (5/24)
  - 5a. Except buildings which do not have a ridge or hip defined by two opposing sloped roof surfaces the maximum building height shall not exceed twenty-three (23) ft as measured to the highest point of the structure. (4/12, 5/24)
6. Free standing flagpoles and private noncommercial radio and television antennae shall not exceed fifty (50) ft above mean ground level.
7. (#7 deleted 4/12)
8. Except in the Seashore District where the minimum lot size is 3 acres. (4/05)
9. For any lot created after April 30, 2004, the portion of the lot connecting the frontage with the front line of any building site shall not be less than 50 feet wide, as measured between opposite sidelines. (4/06)
10. **Applies to Residential District Only**

#### **COMMENT**

*This article is a proactive effort by the Planning Board to preserve the character and beauty of Truro and protect our environment. It is not intended to be a sweeping solution but another "tool in the toolbox" to protect the essence of Truro while not restricting our critical commercial community.*

## *Zoning Task Force – Recommended Zoning Proposal for Walsh Overlay District*

**NOTE:** All gray text below currently exists in the Truro Zoning Bylaw and is added for reference. Bold text represents amendments to the existing zoning bylaw definitions.

### **§ 10.4 Definitions**

For the purpose of the bylaw, certain terms and words shall have the following meaning unless a contrary meaning is required by the context or is specifically prescribed. Terms and words not defined herein but defined in the Zoning Act, Massachusetts General Laws, Chapter 40A, as amended, shall have the meaning given therein unless a contrary intention clearly appears. Words not defined in either place shall have the meaning given in Webster's Third New International Dictionary of the English Language, Unabridged.

**Affordable Dwelling Unit.** A dwelling unit exclusively available for sale or lease to Affordable Households. The Town will require assurances of compliance in writing, and provide copies to the Building Commissioner prior to the issuance of a building permit.

**Affordable Households.** Households earning no more than 100% of the current Area Median Income for Barnstable County, as determined by the Executive Office of Housing and Livable Communities (EOHLC), or its successor.

**Affordable Housing.** Housing registered as Affordable Dwelling Units with the Town.

**Attainable Dwelling Unit.** A dwelling unit exclusively available for sale or lease to Affordable Households or Attainable Households. The Town will require assurances of compliance in writing, and provide copies to the Building Commissioner prior to the issuance of a building permit.

**Attainable Households.** Households with current median income limits no greater than 200% of the current Area Median Income for Barnstable County or, if greater, the percentage of the current median income for attainable households as determined by the Executive Office of Housing and Livable Communities (EOHLC), or its successor. This definition supersedes any definition of "Attainable" or similar terms set forth in this Zoning bylaw.

**Building Separation.** The space between multiple buildings or structures on a single lot as measured from the nearest exterior point on the building or structure.

**Bungalow Court.** A group of three or more detached dwelling units owned by one or more persons located on a single lot, which are available for permanent occupation and arranged around a shared communal open space with shared pedestrian access.

**Coliving Community.** A building or development composed primarily of single or double occupancy rooms with at least one communal kitchen and one communal space in any form or configuration, including structures housing communal facilities and non-residential uses and separate structures within one lot.

**Coliving Unit.** A living area intended for one family or nonfamily household that shall have complete or independent or permanent provisions for shared living, eating, and sanitation.

**Dwelling Unit.** One or more rooms containing both cooking and bathroom facilities and designed for human habitation by one family independent of other facilities. Each accessory building or portion thereof, studio or guesthouse, which has both cooking and bathroom facilities, is considered to be a separate dwelling unit. Affordable Dwelling Units and Attainable Dwelling Units are included in this definition.

**Mixed-use Development.** Development containing a mix of residential uses and non-residential uses, including, without limitation, commercial, institutional, industrial or other uses.

**Multi-family Housing.** A building with three (3) or more residential dwelling units or two (2) or more buildings on the same lot with more than one (1) residential dwelling unit in each building, which may be owned by one or more persons.

**Townhouse.** One (1) or a series of buildings with a party wall or walls, common to adjoining buildings, which is constructed with a yard or public way on not less than two (2) sides that may contain multiple dwelling units.

### § 20.1 Districts Enumerated

For the purposes of this bylaw, the Town of Truro is divided into Zoning Districts designated as follows:

- Residential
- Beach Point Limited Business
- Route 6A, North Truro, Limited Business
- Truro Center Limited Business
- North Truro Center General Business
- Route 6 General Business
- Seashore

For the purposes of this bylaw, the following Overlay Districts are established:

- Flood Plain
- Water Resource Protection
- Affordable Rental Housing
- Solar Farm Overlay District
- Walsh Overlay District

### § 20.2 Purposes of Districts

**[To be inserted at the end of article]**

**Walsh Overlay District.** The Walsh Overlay District is intended to create housing opportunities through a variety of housing products for seniors, individuals, and families. Three subdistricts promote a diversity of housing stock and mixed-use development. Development located within this Overlay District shall provide or be located near recreational opportunities in all subdistricts and may provide compatible accessory commercial and other mixed-uses that support a walkable mixed-use development.

### § 20.3 Location of Districts

The location and boundaries of the Zoning Districts are enumerated in § 90 of this bylaw and are shown on the map entitled “Zoning District Map of the Town of Truro, Massachusetts,” dated May 2, 2013 which accompanies the bylaw as Appendix A and is declared to be a part of this bylaw. The location and boundaries of the Water Resource Protection Overlay District are identified in § 90.5 of this bylaw, and are shown on the map entitled “Water Resources Protection Overlay District” dated August 18, 2015 which appears as Appendix B to this bylaw and is declared to be a part of this bylaw. The location and boundaries of the Walsh Overlay District and its subdistricts are identified in § 90.5 of this bylaw, and are shown on the map entitled “Walsh Overlay District,” dated **[MAP DATE]** which appears as **Appendix C** to this bylaw and is declared to be a part of this bylaw.

### § 30.X Walsh Overlay District

- A. **Purpose.** The Walsh Overlay District hereinafter referred to as the “WOD” is intended to create housing opportunities through a variety of housing products for seniors, individuals, and families, including both affordable and attainable dwelling units. Three subdistricts promote a diversity of housing stock and mixed-use development. Development located within this Overlay District shall provide or be located near recreational opportunities in all subdistricts and may provide compatible accessory commercial and other mixed-uses that support a walkable mixed-use development. The Walsh Recreational Subdistrict is intended to offset the impact of such density by preserving much of the land in that subdistrict for recreational and open space uses, subject to certain stated exceptions, primarily for educational and municipal uses.

- B. Establishment.** The WOD is an overlay district that is superimposed over the underlying zoning district(s) and is shown on the Truro Zoning Map, a copy of which is available for inspection and study in the office of the Truro Building Commissioner, as set forth in on the map entitled “Walsh Overlay District,” dated [MAP DATE] which appears as Appendix C to this bylaw and is declared to be a part of this bylaw.
- C. Subdistricts.** The WOD contains the following subdistricts shown on the Truro Zoning Map as set forth on the map entitled “Walsh Overlay District,” dated [MAP DATE] which appears as Appendix C to this bylaw. The subdistricts are as follows:
- i. Walsh Low-Density Subdistrict.** The Walsh Low-Density Subdistrict hereinafter referred to as the “WLS” is intended to create affordable and attainable housing opportunities and home-ownership opportunities on compact lots organized around a shared communal open space or compact single family dwellings for seniors, individuals, and families. The WLS encourages compact development that is pedestrian-scaled, healthy, safe, and affordable.
  - ii. Walsh Moderate-Density Subdistrict.** The Walsh Moderate-Density Subdistrict hereinafter referred to as the “WMS” is intended to create affordable and attainable housing opportunities and home-ownership opportunities through Mixed-Use Development and/or Multi-family Housing, as well as on compact lots organized around a shared communal open space or compact single family dwellings, for seniors, individuals, and families. Development located within this Overlay District shall provide ample recreational opportunities and may provide compatible accessory commercial and other mixed-uses that support a walkable mixed-use development.
  - iii. Walsh Recreational Subdistrict.** The Walsh Recreational Subdistrict hereinafter referred to as the “WRS” is intended to protect and preserve the natural features, existing topography, wildlife, visual character, and open space for recreational and civic uses that serve the general welfare of the public.
- D. Applicability.** To qualify for inclusion in the WOD, the proposed development must have 67% or greater of the Gross Floor Area dedicated to Residential uses. WOD provisions shall supersede all other provisions in the Zoning Bylaw with respect to the underlying district including and without limitation, use, dimensions, parking, design standards, and site plan review; however, the provisions of any other overlay district shall continue to apply.
- For any land within the WOD, an applicant may choose to conform either to the zoning regulations which govern the underlying zoning district or to the WOD regulations and procedures set forth by this Section.
- E. Residency Requirement.** Units within the WOD shall be made available only for year-round occupancy as prescribed in leases of one-year minimum duration.
- F. Inclusionary Zoning.** No less than twenty percent (20%) of all new residential units (of each type) constructed within the WOD shall be Affordable Dwelling Units.
- G. Permitted Uses.** The use requirements in the WOD shall comply with § 30.2 Use Table, herein, except for the following:
- i.** Any and all uses permitted by subdistrict in Table B, entitled “Walsh Overlay District Permitted Uses by Subdistrict” are consistent with the purposes for which the subdistrict was established and shall supersede the underlying Zoning District; however, the provisions of any other applicable overlay district shall continue to apply.
  - ii. Mixed-use Developments.** Any and all other non-residential uses permitted by subdistrict in Table B and the underlying Zoning District shall be permitted in Mixed-use Developments. Any non-residential uses allowed by Special Permit in the underlying Zoning District, shall be permitted by special permit in Mixed-use Developments, with the Board of Appeals serving as the Special Permit Granting Authority. Any non-



residential uses not permitted in **Table B** shall supersede the underlying Zoning District in Mixed-use Developments; however, the provisions of any other overlay district shall continue to apply

- iii. Non-residential Uses.** All non-residential uses shall not contain any dangerous, noxious, injurious, or otherwise objectionable fire, explosion, radioactive or other hazard; noise, or vibration, smoke, dust or other form of air pollution; electrical or other disturbance; glare, liquid or solid refuse or wastes; conditions conducive to the breeding of insects, rodents, or other substance, conditions or elements in a manner or in an amount as to affect adversely the surrounding areas.

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**KEY**

P	Permitted
SP	May be allowed by special permit granted by the Board of Appeals
N	Not Permitted
N/A	Not Applicable
WOD	Walsh Overlay District
WLS	Walsh Low-Density Subdistrict
WMS	Walsh Moderate-Density Subdistrict
WRS	Walsh Recreational Subdistrict
*	Already Permitted in the Residential District

**Table B - Walsh Overlay District Permitted Uses by Subdistrict**

Principal Uses	WLS	WMS	WRS
<b>Commercial</b>			
Professional office <sup>1</sup>	P	P	N
Restaurant	SP	P	N
Retail business service (4/14)	SP	P	N
Retail sales (4/14)	SP	P	N
Trade, repair shop, etc. (4/14)	SP	P	N
Wholesale Trade (4/14)	SP	P	N
<b>Industrial</b>			
Industrial or manufacturing use <sup>2</sup>	N	SP	N
Public utility	P	P	P
Research or experimental lab <sup>3</sup>	SP	SP	N
Small engine repair	SP	SP	N
<b>Institutional</b>			
Hospital, nursing and/or convalescent home	N	SP	N
Private club not conducted for profit	N	SP	N
Large-Scale Ground-Mounted Photovoltaic Array (4/11)	N	N	N
<b>Residential</b>			
Attainable Undersized Lot (5/24)	P	P	N
Bungalow Court	P	P	N
Coliving Community	N	SP <sup>4</sup>	N
Duplex (as defined in §40.1) (5/24)	*	*	N
Mixed-use Development	SP	P	N
Multi-family Housing	P	P	N
Townhouse	P	P	N
Single family dwelling <sup>5</sup>	*	*	N

Table B - Notes

1. No more than four (4) offices per lot; 20% lot coverage permitted, exclusive of parking; storage of equipment or materials where they are visible from neighboring properties or public or private ways is prohibited; the Board of Appeals shall find that the proposed use does not produce any injurious or offensive dirt, odor, fumes, gas, noise, or danger from explosion or fire.
2. The Board of Appeals shall find that a proposed use is not injurious or offensive or tends to reduce values in the same district by reason of dirt, odor, fumes, gas, sewage, noise, or danger from explosion or fire.
3. The Board of Appeals may approve activities which are necessary in connection with scientific research or scientific development or related production, and which are accessory to a permitted use, if the Board finds the proposed accessory use does not substantially derogate from the public good.
4. Only for year-round residency.
5. Uses in this category are further subject to the special regulations set forth in §40.2, Accessory Dwelling Unit and the Building Commissioner shall serve as the Permit granting authority. (04/07, 4/17, 5/24)

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**H. Dimensional Requirements.** The dimensional requirements in the WOD shall comply with **§ 50 Area and Height Regulations**, herein, except for the following:

- i. Any and all dimensional requirements in **Table C**, entitled “**Walsh Overlay District Dimensional Requirements by Subdistrict**,” shall supersede the underlying Zoning District.
- ii. **Multiple Buildings on a Single Lot.** Multiple buildings on a single lot must comply with the minimum Building Separation distance per subdistrict in **Table C**.
- iii. **Setbacks Abutting Residential Districts.** All front, rear, and side yard setbacks for buildings or structures abutting a Residential District outside of the WOD shall meet a minimum setback of 25-ft or a minimum setback equivalent to 10-ft per story of the building or structure in question, whichever is greater.
- iv. **Setbacks Abutting Route 6.** All front, rear, and side yard setbacks for buildings or structures abutting Route 6 shall meet a minimum setback of 25-ft.

**KEY**

N/A	Not Applicable
WOD	Walsh Overlay District
WLS	Walsh Low-Density Subdistrict
WMS	Walsh Moderate-Density Subdistrict
WRS	Walsh Recreational Subdistrict

**Table C - Walsh Overlay District Dimensional Requirements by Subdistrict**

<b>Dimensional Requirement</b>	<b>WLS</b>	<b>WMS</b>	<b>WRS</b>
Minimum Lot Size	None	None	N/A
Minimum Lot Frontage	None	None	N/A
Minimum Frontyard Setback	10 ft <sup>1</sup>	10 ft <sup>1</sup>	25 ft <sup>1, 3</sup>
Minimum Sideyard Setback	10 ft <sup>1</sup>	10 ft <sup>1, 3</sup>	25 ft <sup>1, 3</sup>
Minimum Backyard Setback	10 ft <sup>1</sup>	10 ft <sup>1</sup>	25 ft <sup>1, 3</sup>
Minimum Building Separation	10 ft	10 ft	25 ft
Maximum Building Height	2 stories; 30-ft <sup>2, 3</sup>	3.5 stories; 45-ft <sup>2</sup>	2 stories; 30-ft <sup>2, 3</sup>
Lot Shape	N/A	N/A	N/A
Gross Floor Area	No limit <sup>4</sup>	No limit <sup>4</sup>	N/A
Lot Coverage	No limit	No limit <sup>4</sup>	N/A
Lot Clearing	No limit	No limit <sup>4</sup>	N/A

**Table C - Notes**

1. All setbacks shall meet the minimum setbacks for buildings or structures abutting Route 6 or a Residential District outside of the WOD as specified in the Dimensional Requirements Sections of this by-law.
2. All building heights shall meet the maximum building height for buildings or structures abutting a Residential District outside of the WOD as specified in the Dimensional Requirements Sections of this by-law.
3. Dimensional Requirement match the **§ 50 Area and Height Regulations** in the Underlying Zoning, and must also meet the minimum setbacks for buildings or structures abutting Route 6 or a Residential District outside of the WOD as specified in the Dimensional Requirements Sections of this by-law.
4. Except as applied to single family residences or duplexes, which remain subject to the existing by-law limitation.

**I. Landscape Buffer.** All buildings or structures abutting Route 6 or a Residential District outside of the WOD shall provide a year-round landscaped or vegetated buffer.

**J. Design Standards.** The following Design Standards shall apply to development in the WOD. Furthermore, these standards provide guidance for building massing, siting, and design solutions. It is understood that buildings and structures may not be able to comply with all of the following guidelines, but buildings and structures should comply if it is physically possible. For projects in the WOD, the following design guidelines shall apply:

- i. All development should be designed to facilitate, accommodate, and encourage use by pedestrians.
- ii. Non-residential uses should be located on the ground floor in Mixed-use Developments.
- iii. Buildings on a corner lot should have a façade that relates to both streets.
- iv. All development located in the subdistricts WMS, WLS, and WRS, should provide public access to common and public recreational land whenever feasible.

**K. Parking Requirements.** The parking requirements in the WOD shall comply with **§ 30.9 Parking**, herein, except for the following:

- i. Any and all parking requirements in **Table D**, entitled “**Walsh Overlay District Parking Requirements for all Subdistricts**” shall supersede the parking requirements of the underlying Zoning District.
- ii. Parking may not be located within the minimum setback abutting a Residential District outside of the WOD as specified in the Dimensional Requirements Sections of this by-law.
- iii. **Mixed-use Developments.** In the case of mixed-use development or multiple uses on a single lot, the parking provided shall meet the total requirements for all uses, except as permitted by the Board of Appeals as specified in the Shared Parking and Off-site Parking Sections of this by-law.
- iv. **Shared Parking.** An applicant may request to the Board of Appeals to meet the parking requirements for two or more uses by sharing a common shared parking area, provided that the shared spaces are held in common ownership with all uses being served through easements or fee title, and that all spaces are located within four hundred (400) feet of all uses they serve. It is the responsibility of the applicant to provide documentation to the Board of Appeals showing the expected peak use of all parking spaces, that the usage of such parking area would not occur simultaneously, and that the total proposed number of parking spaces will meet the demands of the uses proposed for the site.

In order to be granted shared parking approval, the Board of Appeals shall determine that a lesser number of spaces would be adequate for all parking needs because of special circumstances such as shared parking for uses having peak parking demands at different times or other measures reducing parking demand.

A reciprocal agreement shall be executed by the owners and operators of the different sources or uses in the building or development ensuring the long-term joint use of such shared parking, and defining the terms upon which the parking is shared.

**Table D - Walsh Overlay District Parking Requirements for all Subdistricts**

Principal Use	Parking Requirement
<b>Residential</b>	
Bungalow Court; Duplex; Mixed-use Development; Multi-family Housing; Single Family Dwelling	1 space per dwelling unit
Home Occupation, including Commercial Fishing Activity	1 space per dwelling unit as required above, plus 1 space for each non-resident employee
Home Occupation – permitted office use	1 space per dwelling unit as required above, plus 1 space per each non-resident employee
Coliving Community	0.25 space per coliving unit, plus 1 space for each non-resident employee
Park, playground, non-commercial recreation	1 space for each 3 users at maximum utilization <sup>1</sup>

**Table D - Notes**

1. All parking spaces dedicated to Park, Playground, or Non-Commercial Recreation uses shall be available for free to the public.
2. Parking spaces and aisles located in the WRS are to be permeable and shall be maintained with a level surface of at least four (4) inches of blue stone or T-base equivalent at all times.

- v. **Off-site Parking.** An applicant may request to the Board of Appeals to utilize off-site parking to meet the parking requirement. All municipal or other parking facilities which are used to satisfy the parking requirement must meet the following criteria:

The parking facility must be less than one thousand (1,000) feet from the proposed development, measured as measured from the nearest exterior point on a building or structure.

The applicant must provide the Board of Appeals with proof of ownership or lease for those parking spaces in order to satisfy the parking requirement. The owner shall provide offsite parking in perpetuity of the building use, as required by the needs of the tenants. Prior to the expiration of any parking lease, the Board of Appeals shall approve the new mechanism to satisfy the parking requirement.

- vi. **Parking Access.** The location and number of curb cuts shall be minimized to reduce turning movements and hazardous exits and entrances. To the extent possible, access to parking from the public right of way should be located at the rear or the side of the parcel, with the exception of subdistrict WLS. At no point should access to parking be located between the front building facade and the front lot line.

- vii. Shared Driveways and Private Roads.** Where appropriate and allowable, access to adjoining properties shall be provided. Joint access driveways between adjoining properties shall be encouraged.

A shared driveway, private road, or cross-access connection between abutting parking lots with a binding easement and joint maintenance agreement defining the responsibilities of abutting property owners sharing access is permitted in subdistricts WLS and WMS.

All shared driveways and private roads shall have a minimum of one 5-foot sidewalk on one side of the driveway or roadway.

- viii. Loading Requirements.** Every Mixed-use Development hereafter erected, enlarged, or occupied which has over 5,000 square feet of non-residential Gross Floor Area shall provide a minimum of one area for the loading and unloading of service vehicles. Every building hereafter erected, enlarged, or occupied for residential use with more than 10 Dwelling Units shall provide a minimum of one area for the loading and unloading of service vehicles.

Trash collection, trash compaction, recycling collection and other similar service areas must be fully enclosed within a building or located to the side or rear of buildings and fully screened from view from a public street, public space, or abutting residential use.

Loading and unloading areas shall be provided in addition to off-street parking spaces and shall not be considered as supplying required parking spaces. Unless otherwise authorized by the Board of Appeals under site plan review, loading and unloading areas shall be located in the rear of the building.

- L. Violations and Penalties.** Violation of any of the provisions of this bylaw may result in fines of up to \$300 for each offense. Each day that such a violation continues shall constitute a separate offense.
- M. Exemptions.** The Board of Appeals, through Site Plan Review, may waive any regulation or requirement within **§30.X Walsh Overlay District.**

## § 90.5 Overlay Districts

[To be inserted at the end of article]

- E. Walsh Overlay District.** The Walsh Overlay District and its subdistricts is the area designated as such on the Truro Zoning Map as set forth on the map entitled “Walsh Overlay District,” dated [MAP DATE] which appears as **Appendix C** to this bylaw and which is more particularly described and bound as follows:  
[Boundaries to be determined by the Zoning Task Force and/or Walsh Ad Hoc Committee. Attached Appendix C draft map is for discussion purposes only.]

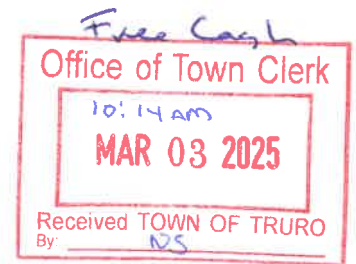
The land shown on a plan entitled “Walsh Overlay District, made for the Town of Truro” by [TBD] Registered Land Surveyors, dated [DATE] and recorded with the Barnstable County Registry of Deeds in **Plan Book [#], Page [#]** and shown more specifically as an unnumbered parcel with an area of [#] acres.

Commencing at a point...[TBD]

# The Town of Truro CITIZEN PETITION Annual Town Meeting Article

*In accordance with M.G.L. c. 39 § 10*

**TOWN MEETING – MAY 3, 2025**



DATE AND TIME RECEIVED BY TOWN  
CLERK/REGISTRAR

## INSTRUCTION TO PETITIONER

1. The Petitioner will be the contact name listed in the Warrant and should be the first registered voter to sign this petition form.
2. Return this citizen petition to the Town Clerk's Office when complete. A minimum of 10 signatures is required for an Annual Town Meeting article. It is suggested you obtain more than that for verification.
3. Before gathering signatures, please be sure that the language of your article is actionable. It will be voted at Town Meeting exactly as worded in your typed submission.
4. In addition to the actual warrant language, the petitioner must include any petitioner explanation/comment to be included in the warrant before getting any signatures.
5. Explanations/comments must be part of the petition that is signed by the required number of registered voters. No explanations/comments will be accepted for inclusion in the warrant by any single signer or proponent of the petition.
6. Petitioners with the draft language of their article may elect to coordinate with the Town Manager's Office to schedule an appointment for an informal staff consult with insight on operational impacts, financial impacts, and technical assistance to the extent possible.

**DEADLINE: 4 PM, March 3, 2025**

**Name of Petitioner:** Clinton Kershaw

**Address:** 9 Highland Ave North Truro MA 02652

**Mailing Address:**

<i>Street &amp; number</i>	<i>apartment/unit</i>	<i>Truro</i>	<i>zip code</i>
PO Box 909 North Truro MA 02652			

**Phone:** **Work/Cell:** 617-275-6283 cell

**Email:** clintonkershaw@gmail.com



**May 3, 2025 ATM Proposed Warrant Article Title and Body:**

Article: starting with the 2026/2027 Fiscal Year 100% of Free Cash will be applied to Reduce and Stabilize the Tax Rate.

Petitioner's Comment: Free Cash is neither Free nor Cash. What we all refer to as Free Cash is actually taxes that were collected the previous tax year and not used. Taxes you have already paid.

Having all of the Free Cash go to Reducing and Stabilizing the Tax Rate stops all of this nonsense with free cash and brings all of the articles onto a level playing field.

# INSTRUCTIONS TO SIGNERS

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## SIGNERS' STATEMENT

We, the undersigned registered voters of Truro, do hereby petition the Select Board to include the Article printed on the reverse side of this form in the Warrant of the 2025 Town Meeting.

CHECK	SIGNATURE To be made in person with name as registered	PRINT NAME LEGIBLY	ADDRESS As registered to vote in Truro street, number, unit, and zip code	PRECINCT
1		Clinton Kershaw	9 Highland Ave. PO Box 909	
2		RAIFE MENOLD	7 HIGHLAND AVE. P.O. BOX 783	
3		JAMES McNULTY	71 HIGHLAND AVE	
4		PADRIC M. MENIGIER	4 ARROWHEAD RD	
5		Michael Guy	4 Arrowhead Rd.	
6		CHRISTINE RODERICK	113 SHORE RD.	
7		JOAN C MORIARTY	10 HIGHLAND AVE	
8		AUDREY CERRA	372 SHORE RD	
9		Catherine Staff	24 Windigo Ln.	
10		JAMES RECHT	55 NORTH PAMEL	
11		James Bisceglia	11 Kyle Way	
12		Ben Colman	12 Whale Watch Drive	
13		NANCY PEASE	5 Hatch	
14		Wanda Colman	12 Whale Watch Drive	
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## INSTRUCTIONS TO REGISTRARS

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### CERTIFICATION OF NAMES

At least three registrars names must be signed or stamped below:

Month and day

We certify that:

Number of names certified (use numbers and words)

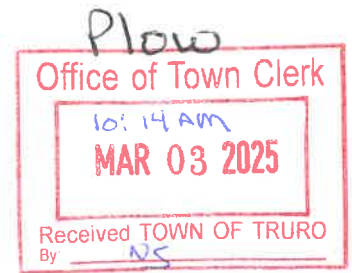
Above signatures checked ✓ are the names of qualified voters from Truro.



**The Town of Truro  
CITIZEN PETITION  
Annual Town Meeting Article**

*In accordance with M.G.L. c. 39 § 10*

**TOWN MEETING – MAY 3, 2025**



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5. Explanations/comments must be part of the petition that is signed by the required number of registered voters. No explanations/comments will be accepted for inclusion in the warrant by any single signer or proponent of the petition.
6. Starting on Monday, February 5<sup>th</sup>, Petitioners with the draft language of their article may elect to coordinate with the Town Manager's Office to schedule an appointment for an informal staff consult with insight on operational impacts, financial impacts, and technical assistance to the extent possible.

**DEADLINE: 4 PM, March 3, 2025**

**Name of Petitioner:** Clinton Kershaw

**Address:** 9 Highland Ave. North Truro MA 02652

**Mailing Address:**

<i>Street &amp; number</i>	<i>apartment/unit</i>	<i>Truro</i>	<i>zip code</i>
PO Box 909	North Truro	MA	02652

**Phone:** \_\_\_\_\_ **Work/Cell:** 617-275-6283

**Email:** clintonkershaw@gmail.com

**May 3, 2025 ATM Proposed Warrant Article Title and Body:**

Article: Accept a Massachusetts General Law that will allow the Town to plow private roads.

Shall the Town of Truro vote to accept the provisions of Section Six C of Chapter Forty of the General Laws,  
which authorize cities and towns to appropriate money for the removal of snow and ice from private ways.  
Therein open to public use.

Petitioner's comment: The State of Massachussets requires this General Law to be passed at the Town Election  
before the Town may plow any private roads, the passage of this article does not require the Town to plow private  
Roads.

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1		<i>CEO Cella</i>	Clinton Mershaw	9 Highland Ave. PO Box 909	
2		<i>Ralph Menold</i>	RAIFE MENOLD	7 HIGHLAND AVE. PO BOX 783	
3		<i>James M. Luch</i>	JAMES LUCH JR	7 HIGHLAND AVE	
4		<i>Patrick Miller</i>	PAIDRIK M. MILLER	7 ARROWHEAD RD	
5		<i>Michael Guy</i>	Michael Guy	4 Arrowhead Rd.	
6		<i>Christine Roderick</i>	CHRISTINE RODERICK	113 SHORE RD	
7		<i>Joan C Moriarty</i>	JOAN C MORIARTY	10 HIGHLAND AVE	
8		<i>Audrey Cerra</i>	AUDREY CERRA	372 SHORE RD	
9		<i>Catherine Staff</i>	Catherine Staff	24 Windigo Ln	
10		<i>Jim</i>	JAMES RECHT	55 NORTH PAMET	
11		<i>James Biscaglia</i>	James Biscaglia	11 Kyle Way	
12		<i>Ben</i>	Ben Colman	12 Whale Watch Drive	
13		<i>Wanda H. Colman</i>	Wanda Colman	12 Whale Watch Drive	
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# The Town of Truro

## CITIZEN PETITION

### Annual Town Meeting Article

*In accordance with M.G.L. c. 39 § 10*

DATE AND TIME RECEIVED BY TOWN  
CLERK/REGISTRAR

**TOWN MEETING – MAY 3, 2025**

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6. Petitioners with the draft language of their article may elect to coordinate with the Town Manager's Office to schedule an appointment for an informal staff consult with insight on operational impacts, financial impacts, and technical assistance to the extent possible.

DEADLINE: 4 PM, **March 3, 2025**

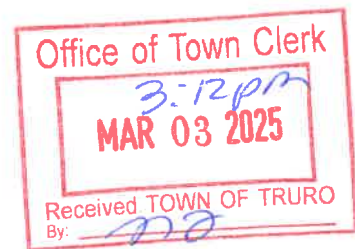
**Name of Petitioner:** Dennis P. O'Brien

**Address:** 24 Bayberry Road Truro, MA 02666

**Mailing Address:** PO Box 1047 North Truro, MA 02652

**Phone:** 857-263-0487

**Email:** dob9146187@aol.com





**May 3, 2025**

## **Article XX: Charter Amendment to Section 6-4-3 - Petitioned Article**

**SEE ATTACHED for Text and Explanation**

**Article XX: Charter Amendment to Section 6-4-3 - Petitioned Article Two-Thirds Vote**

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To see if the Town will vote to amend Section 6-4-3 of the Town Charter by adding new language as follows (new language shown **bold underline**):

6-4-3 The moderator shall in accordance with sections 2-2-4 and 6-2-6 of this Charter appoint a

Finance Committee of five members who shall be voters and shall not hold elected **or other appointed** office nor be a candidate for elected office in the Town of Truro; or take any other action relative thereto.

**Requested by Citizen Petition**

**Petitioners' Explanation:** The Finance Committee ("FinCom") is appointed by the Town Moderator, as required by law and Town Charter, to ensure the FinComm is not subject to control and influence of the Select Board. These "checks and balances" ensure that the FinCom has an arm's length relationship to the Select Board in performing its primary obligation "to advise the legislative branch" (Town Meeting) on matters of budget and finance and to ensure its decisions remain unbiased and free from potential conflicts of interest.

This amendment strengthens the independence of the Finance Committee by requiring that its members do not hold any positions appointed by the Select Board within the town government such as a committee or board member or committee liaison. This change establishes a clear and unambiguous separation between executive and legislative functions. It ensures that no individual member of the FinCom is subject to the Select Board where independence from the Select Board is the foundation of the FinCom's role and responsibilities. Without this separation between these bodies, FinCom Members who deliberate and/or vote on an appointed or elected committee with financial considerations would have a conflict of interest.

This amendment will ensure the FinCom does not intentionally or otherwise compromise the integrity of financial oversight, impede its ability to make impartial recommendations to the legislative branch, or experience undue influence from the executive branch. This revision aligns with best practices in municipal governance by reinforcing checks and balances, promoting transparency, and safeguarding the Finance Committee's role as an independent advisory body serving the best interests of Truro's voters only.

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1		Dennis P. O'Brien	24 Bayberry Rd 02652	
2		Kathleen Smythe O'Brien	24 Bayberry Rd 02652	
3		Andrew Lashley	26 Bayberry Rd 02652	
4		MARILYN D. LASHLEY	26 BAYBERRY RD. 02652	
5		Jerome A. Hollander	18 BAYBERRY RD NORTH TRURO, MA 02652	
6		Debra J. Hollander	18 Bayberry Rd, N Truro 02652	
7		Joe Anarella	14 Bayberry Rd Truro 02666	
8		Seth J. Swoboda	14 Bayberry Rd Truro 02666	
9		Karen Kinsella	1 Fishermans Road Truro 02666	
10		ROBERTA Kinsella	1 Fishermans Road Truro 02666	
11		Susan Rocca	29 Fishermans Road Truro 02666	
12		Chris Rocca	29 Fishermans Rd Truro 02666	
13		William Aikman	21 Bayberry Rd Truro 02666	
14		DONALD MORIN	21 Bayberry Rd. Truro 02666	
15		STEVEN T. PELOSI	23 FISHERMANS RD TRURO 02652	
16		JANICE M. PELOSI	23 FISHERMANS RD. NO. TRURO MA 02652	
17		Timothy J. Hickey	32 Hopkins Way 02652	
18		JULIANA MACALLER	32 HOPKINS WAY 02652	
19		E. WESLEY CHAPMAN	42 GREAT HOLLOW 02666	
20		SUSAN I. CHAPMAN	42 GREAT HOLLOW 02666	

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Month and day

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1	Laurie Lee	Laurie Lee	28 Fisherman 02666	
2	Richard R. Lee	Richard R. Lee	28 Fisherman RD 02666	
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	CHECK	SIGNATURE To be made in person with name as registered	PRINT NAME LEGIBLY	ADDRESS As registered to vote in Truro street, number, unit, and zip code	PRECINCT
1		John Riemer	John Riemer	7 Fisher Road 02666	
2		John A. Power	JOHN G. POWER	27 Fisher Rd 02666	
3		Kathleen Power	KATHLEEN Power	27 FISHER RD 02666	
4		Daisy C. Boleyn	Daisy C. Boleyn	13 FISHER RD 02666	
5		Peter Moody	PETER MOODY	4 WARREN PLACE 02666	
6		Linda Aguilar	LINDA AGUILAR	4 WARREN PLACE 02666	
7		Stefanie O'Neill	STEFANIE ONEILL	19 PRIEST ROAD 02652	
8		Beverly Miller	BEVERLY MILLER	19 PRIEST RD. 02652	
9		Sharon Stahl	Sharon Stahl	5 Priest Rd 02652	
10		Steven Stahl	Steven Stahl	5 Daniel Lane 02652	
11		Elizabeth Adler	Elizabeth Adler	10 Benson Rd. 02666	
12		Paul Kiernan	PAUL KIERNAN	10 Benson Rd. 02666	
13		DSMULAN STEEL	DSMULAN STEEL	19 Stephen's Way 02666	
14		JOHN VANKIRK	JOHN VANKIRK	19 Stephen's Way 02666	
15		Marie-Danielle Tanguay	Marie-Danielle Tanguay	7 Fisher Rd Truro MA 02666	
16		Peter Herridge	Peter Herridge	15 Overlook Dr Truro 02666	
17		Bonnie S. S. S.	Bonnie S. S. S.	13 Fisher Rd 02666	
18		Connie L. Mather	Connie L. Mather	1 Fisher Rd. 02666	
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	CHECK	SIGNATURE To be made in person with name as registered	PRINT NAME LEGIBLY	ADDRESS As registered to vote in Truro street, number, unit, and zip code	PRECINCT
1		<i>Kevin Kuechler</i>	Kevin Kuechler	36 Parker Dr 02666	
2		<i>Carol D'Amico</i>	CAROL D'AMICO	11 Parker Dr 02662	
3		<i>Wendy W. Janoplis</i>	WENDY W. JANOLIS	16 PARKER DR 02666	
4		<i>Michael Janoplis</i>	MICHAEL JANOLIS	16 PARKER DR. 02666	
5		<i>Roberta A. Leva</i>	Roberta A. Leva	2 Truro Center Rd. 02666	
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	CHECK	SIGNATURE To be made in person with name as registered	PRINT NAME LEGIBLY	ADDRESS As registered to vote in Truro street, number, unit, and zip code	PRECINCT
1			PAMELA WOLFF	11 BLACKFISH ROAD 02466	
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David Kirchner

	CHECK	SIGNATURE To be made in person with name as registered	PRINT NAME LEGIBLY	ADDRESS As registered to vote in Truro street, number, unit, and zip
1		<i>Karen M. Ryman</i>	Karen M. Ryman	2 Bay View Dr. 02652
2		<i>[Signature]</i>	1644	6 Twinfield 02652
3		<i>[Signature]</i>	FRED RYMAN	2 BAY View Dr. 02652
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**The Town of Truro**  
**CITIZEN PETITION**  
**Annual Town Meeting Article**

*In accordance with M.G.L. c. 39 § 10*

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**TOWN MEETING – MAY 3, 2025**

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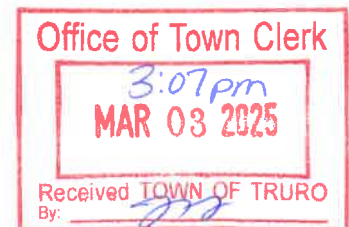
**Name of Petitioner:** Dennis P. O'Brien

**Address:** 24 Bayberry Road Truro, MA 02666

**Mailing Address:** PO Box 1047 North Truro, MA 02652

**Phone:** 857-263-0487

**Email:** dob9146187@aol.com



**May 3, 2025**

**Article XX: Non-Binding Resolution to Establish Project Cost Cap and Schematic Design Requirements for a New DPW - Petitioned Article**

**SEE ATTACHED for Text and Explanation**

**Article XX: Non-Binding Resolution to Establish Cost Cap and Schematic Design Requirements for a New DPW - Petitioned Article**

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To see if the Town will, with respect Town Hall Hill (“THH”) as the designated site for the new Department of Public Works (“DPW”) Facility, establish a project cost cap not to exceed \$20,000,000 (Twenty Million Dollars) for the completion of the built DPW and site upgrades; and will prepare two schematic designs chosen for two of the four options preliminarily costed by Owner’s Project Manager (“OPM”), one option proposed by Weston and Sampson and the second prepared by the DPW Study Group. And further, to apply such funds as appropriated in Article 13, as amended, at Annual Town Meeting (“ATM”) 2024, to deliver two schematic engineering plans upon completion of this task.

It will be the responsibility of the Ad Hoc Building Committee for the Future Public Works Facility (“AHBC” or “the Committee”) to oversee this work and to report within four months or less to the Select Board for approval to continue schematic design and development of the most cost-effective of the two proposals under consideration at that time. And further, to identify and allocate such sums as may be required to complete this task from the funds appropriated and adopted for the completion of a schematic design for Town Hall Hill in Article 13, as amended, at ATM 2024. These sums may be applied to the hiring of an independent architect(s), engineer(s), or other professional(s) to assist the Committee, which the Committee is authorized to retain under existing agreements. This work is to be completed within four months or less following voter approval, consistent with and within the timeline approved by the Select Board for completion of a single, final schematic design, that is, by ATM 2026; or take any other action in relation thereto.

Requested by Citizen Petition

**Petitioners’ Explanation:** At STM and ATM 2024, voters approved and supported development and construction of a new DPW on Town Hall Hill and denied and/or excluded 340-344 Route 6 for this purpose as a site; and denied funds to develop plans for that site. On February 25, 2025, the Select Board identified THH as the site for a new DPW and thereby also made funds appropriated at ATM 2024 available for a process to deliver a schematic design. At STM, voters affirmatively supported a resolution to consider at least two concepts, a “monolith” or uni-structure concept as conceived by Weston & Sampson and a multi-building “campus plan” as conceived by the DPW Study Group. Voters also rejected costs for proposed DPW at \$28M and supported costs of around \$16.5M, a key gauge of acceptable cost for this project. At this time, four cost comparisons of concepts for THH have been developed by the OPM, with the most expensive being the “monolith” design projected at \$35.1M and the lowest being the Campus Plan designs at \$26M and \$27M, all respectively projections excluding debt service. Yet no consideration is being given to these lower cost options. This article is meant to send a clear message to the Select Board as a basis for directing and instructing the AHBC to produce a schematic plan that will cost under \$20M on Town Hall Hill, with one or more design deliverables that meet the DPW’s essential needs. The costs of advancing a second schematic design for comparisons of two options to a point where an informed choice can be made has been projected by the Project Designer to be approximately \$100,000 added cost for the second schematic and does not present a drain on the more-than-ample appropriation of \$2.8M (maximum) approved at ATM 2024.

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1		Dennis P. O'Brien	24 Bayberry Rd 02652	
2		Kathleen Smythe O'Brien	24 Bayberry Rd. 02652	
3		Andrew Lashley	26 Bayberry Rd. 02652	
4		MARILYN J. LASHLEY	26 Bayberry Rd. N.T. 02652	
5		JEROME A. HOLLANDER	18 BAYBERRY ROAD NORTH TRURO, MA 02652	
6		Debra Hollander	18 Bayberry Rd, N.Truro 02652	
7		Joe Anarella	14 Bayberry Rd TOWN 02666	
8		Seth J Swoboda	14 Bayberry Rd. Truro, 02666	
9		Karen M. Kinsella	1 Fishermans Rd Truro 02666	
10		KINSELLA, ROBERTA	1 Fishermans Rd. TRURO 02666	
11		Susan Rocca	29 Fishermans Rd Truro 02666	
12		Chris Rocca	29 Fishermans Rd Truro 02666	
13		William Aikman	21 Bayberry Rd Truro 02666	
14		DONALD MORIN	21 Bayberry Rd Truro 02666	
15		STEVEN T. PELOSI	23 FISHERMANS, TRURO, 02652	
16		JANICE M. PELOSI	23 FISHERMANS RD, NORTH TRURO, MA 02652	
17		JULIANA MACALLER	32 HOPKINS WAY 02652	
18		Timothy J. Hickey	32 Hopkins Way 02652	
19		F. WESLEY CHAPMAN	42 GREAT HOLLOW 02666	
20		Susan Chapman	42 Great Hollow 02666	

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Month and day

We certify that:

Number of names certified (use numbers and words)

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1		John Riemer	John Riemer	7 Fisher Road 02666	
2		Kathleen Power	KATHLEEN POWER	27 FISHER RD 02666	
3		John Power	JOHN G. POWER	27 FISHER RD 02666	
4		Billy C. Boleyn	BILLY C. BOLEYA	13 FISHER RD 02666	
5		Linda Aguilar	LINDA AGUILAR	4 WARREN PLACE 02666	
6		Peter Moody	PETER MOODY	4 WARREN PLACE 02666	
7		Beverly Miller	BEVERLY MILLER	19 PRIEST RD. 02652	
8		Stefanie O'Neill	STEFANIE O'NEILL	11 PRIEST RD 02652	
9		Steven Stahl	Steven Stahl	5 Daniel Lane 02652	
10		Sharon Stahl	Sharon Stahl	5 Daniel Lane 02652	
11		Paul Kiernan	PAUL KIERNAN	10 BENSON Rd. 02666	
12		Elizabeth Adker	Elizabeth Adker	10 Benson Rd. 02666	
13		John A. Van Kirk	John A. VAN KIRK	17 STEPHEN'S WAY 02666	
14		D. Smulian-Siegel	D. SMULIAN-SIEGEL	19 Stephen's Way 02666	
15		Marie-Danielle Tanguay	MARIE-DANIELLE TANGUAY	7 Fisher rd Truro MA 02666	
16		Peter Herridge	Peter Herridge	15 overlook Dr Truro MA 02666	
17		Bonnie Selig	Bonnie Selig	13 Fishermans Rd 02666	
18		Scott A. Mather	SCOTT A. MATHER	1 Fisher Rd 02666	
19		Connie L Mather	Connie L Mather	1 Fisher Rd. 02666	
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1		<i>Karen M. Ruyman</i>	Karen M. Ruyman	2 Bay View Dr. 02652
2		<i>[Signature]</i>	[Illegible]	6 Twinefield 02652
3		<i>[Signature]</i>	Karen M. Ruyman	2 Bay View Dr. 02652
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David Kirchner

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1	<i>Laurie Lee</i>	Laurie Lee	28 Fishermans 02666	
2	<i>Richard R. Lee</i>	Richard R. Lee	28 Fishermans RD 02666	
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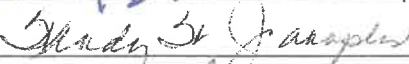

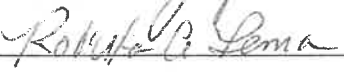
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1			PAMELA WOLFF	11 BLACKFISH ROAD 02666	
2			CAROL D'AMICO	11 PARKER DR 02652	
3			WENDY W JANOLIS	16 PARKER DR 02666	
4			MICHAEL JANOLIS	16 PARKER DR. 02666	
5			Roberto A. LEMIR	27 Truro Center Rd 02666	
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## **OPERATING BUDGET ARTICLES**

Article XX: FY2026 Omnibus Budget Appropriation

Article XX: Amendments to the FY2025 Operating Budget Funded by Free Cash

Section 1: FY2025 Snow & Ice Deficit (65,000.00)

Section 2: Prior Year Bills (----)

Article XX: Transfer of Funds from Free Cash

Section 1: Free Cash to OPEB Trust Fund (400,000.00)

Section 2: Free Cash to Capital Expense Stabilization Fund (100,000.00)

Section 3: Free Cash to General Stabilization Fund (100,000.00)

Section 4: Free Cash to Reserve Fund (125,000.00)

Section 5: CIP Projects (845,000.00)

Section 6: Bonus Payments and salary reserve (100,000.00)

Section 7: RAO (40,000.00)

Section 8: Climate Action Coordinator (40,000.00)

Section 9: Town Seal (10,000.00)

Section 10: Overlay district and overhaul of zoning bylaw (45,000.00)

Section 11: Senior Perks (60,400.00)

Section 12: Police and Fire Call Analysis (50,000.00)

Section 13: FEMA and CARES deficits (62,857.00)

## **CONSENT AGENDA: CUSTOMARY & HOUSEKEEPING ARTICLES**

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

Article XX: Authorization to Set the Salary of the Select Board

Article XX: Authorization to Set the Salary of the Moderator

Article XX: Revolving Fund Expenditure Limits (Note: Increasing expenditure limit of Shellfish Revolving Fund)

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

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

## **FINANCIAL ARTICLES**

Article XX: Borrowing Authorization for Environmental Remediation Plan for Town Hall Hill Site

Article XX: Borrowing Authorization for Solar Panels

Article XX: Debt Exclusion for Pond Road Stormwater Infrastructure

Article XX: Establish a Revolving Fund for Town Rental Housing

Article XX: Cemetery Plot Refund

**CONSENT AGENDA: COMMUNITY PRESERVATION ACT ARTICLES**

Article XX: Community Preservation Act: Administrative Support

Article XX: Community Preservation Act: Pamet Harbor History Outdoor Display (Historical Preservation & Recreation)

Article XX: Community Preservation Act: Contribution to the Affordable Housing Trust Fund (Community Housing)

Article XX: Community Preservation Act: Media and Digitization Outreach (Historical Preservation)

Article XX: Community Preservation Act: FORWARD at the Rock Phase II, Regional Housing for Cape Cod residents with Disabilities (Community Housing)

Article XX: South Facade Restoration for the Truro Meeting House (Historic Preservation)

Article XX: Create the Old County Natural Burial Cemetery (Open Space & Recreation)

Article XX: Community Preservation Act: Corn Hill Beach handicap boardwalk and expanded accessible recreation improvements (Outdoor Recreation)

**ACCEPTANCE OF MASSACHUSETTS GENERAL LAW**

Article XX: Acceptance of M.G.L. Chapter 23B, §32(b) Seasonal Community Designation

Article XX: Acceptance of M.G.L. Chapter 41, §110A Office hours on Saturday

Article XX: Acceptance of M.G.L. Chapter 53, §9A Nomination papers for cities or towns; applicable provisions

Article XX: Acceptance of M.G.L. Chapter 40, §22F License fees; service charges; acceptance of section

**CONVEYANCE OF LAND**

Article XX: Land Lease for Solar Panels

Article XX: Herring River Easements

**GENERAL BYLAW ARTICLES**

Article XX: Amend General Bylaws Appendix A (Fines)

Article XX: Amend General Bylaws to Add New Chapter IX Stormwater Management by Drainage, Erosion and Sediment Control

Article XX: Amend General Bylaws Chapter IV Public Safety to Add New Section 8 Curb Cuts

Article XX: Amend General Bylaws Chapter VII, Section 1(b) Membership of the CPC

**ZONING BYLAW ARTICLES**

Article XX: Zoning Bylaw Amendment - Walsh Overlay District

Article XX: Amend Zoning Bylaw §40.5.B.3 Requirements Communication Structures, Buildings and Appurtenances

Article XX: Amend Zoning Bylaw §10.4 Definitions, Add New Zoning Bylaw §40.10 Lot Coverage and Naturalized Green Space, and Amend §50.1.A Table

#### **HOME RULE PETITIONS**

Article XX: Home Rule Petition to Prohibit the Application of Fertilizer

Article XX: Home Rule Petition for a Pesticide Reduction Bylaw

Article XX: Home Rule Petition to Impose a 0.5% Real Estate Transfer Fee

Article XX: Home Rule Petition to Amend the Terms of the Truro Housing Authority

#### **CHARTER ARTICLES**

Article XX: Amendment to Section 4-5-2

Article XX: Amendment to Section 6-2-12

Article XX: Amendment to Section 2-1-2

#### **ADVISORY ARTICLE**

Article XX: Advisory Vote to Establish Electronic Voting at Town Meeting

#### **PETITIONED ARTICLES**

Article XX: Starting with the 2026/2027 Fiscal Year 100% of Free Cash will be Applied to Reduce and Stabilize the Tax Rate—Petitioned Article

Article XX: Accept a Massachusetts General Law that will Allow the Town to Plow Private Roads—Petitioned Article

Article XX: Charter Amendment to Section 6-4-3—Petitioned Article

Article XX: Non-Binding Resolution to Establish Project Cost Cap and Schematic Design Requirements for a New DPW—Petitioned Article



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Select Board

**REQUESTOR:** Susan Areson, Chair

**REQUESTED MEETING DATE:** March 11, 2025

**ITEM:** Vote on Posting Executive Session Minutes to Website

**EXPLANATION:** Currently, when boards and committees approve executive session minutes for public release, they are filed with the town clerk. In the interest of making these minutes accessible without requiring a public records request, the chair requests that executive session minutes from all boards be posted to the town website once a vote is taken to publicly release them. The Select Board will discuss at a later date how to get executive session minutes posted from the past.

**FINANCIAL SOURCE (IF APPLICABLE):** Staff time for uploading.

**IMPACT IF NOT APPROVED:** The public will not have easy access to meeting minutes that are intended to be public

**SUGGESTED ACTION:** *MOTION to request staff to post executive session minutes to board, committee and commission pages of the town website once the minutes are approved for public release.*

**ATTACHMENTS:** NONE

## Consent Agenda Item: 9D1

Select Board Meeting Minutes

January 14, 2025, Budget Task Force (BTF) Meeting

Via Zoom Platform

Select Board Members Present: Susan Areson-Chair, Nancy Medoff-Clerk, Stephanie Rein-Member, Susan Girard-Irwin-Member

Select Board Members Absent: Robert Weinstein-Vice Chair

Others Present: Darrin Tangeman-Town Manager, Kelly Clark-Assistant Town Manager, Alex Lessin-Finance Director, Nicole Tudor-Acting Town Clerk, Stephanie Costigan-Truro Central School Superintendent, David Wennerberg-Information Technology Director, Trudi Brazil-Town Accountant, Paul Wisotzky-Town Moderator, Bob Panessiti-Finance Committee Chair, Raphael Richter-Finance Committee Vice Chair, Michael Forgione (Truro Voter and Truro Resident)

Chair Areson called the meeting to order at 8:30 am and noted that Clerk Medoff, Member Rein, and Member Girard-Irwin were present from the Select Board.

Finance Committee Chair Panessiti announced that he and Finance Committee Vice Chair Richter were present so there was no quorum of the Finance Committee.

Chair Areson then announced the department heads and the other members of Town staff who were present.

Chair Areson then turned over the meeting to Finance Director Lessin who then reviewed the agenda for today's meeting:

1. Finance (Treasurer/Collector, Assessing, Accounting)
2. Clerk
3. Administration/Management (Select Board, Town Manager, Town Hall Operations, Municipal Postage, Annual Report, Town Meeting, and Pamet Harbor Dredge)
4. Information Technology

Finance Director Lessin told Town Moderator Wisotzky and Town Manager Tangeman that the Town Moderator's budget had been posted for viewing (it was not on the agenda) but he will incorporate it for the next meeting. Town Moderator Wisotzky thanked Finance Director Lessin for addressing it.

### **Finance**

Finance Director Lessin highlighted the following topics: organizational structure; thanked the staff; the role of the Finance Department; critical tasks which were accomplished by the Finance Department; the implementation of ClearGov with the assistance of Trudi Brazil and Tami Francis; thanked Caitlin Gelatt, Ordainia Reynolds, and Jon Nahas for their hard work and professionalism; and thanked all the

department heads for their help in the implementation of ClearGov; the development of financial policies; modernizing financial operations especially the Cash Book; the Town wrote off almost 40 years of old bills through coordination among the Collector, Town Accountant, and Assessor; the reduction of liabilities and increased security; and costs have increased slightly in printing and mailing.

Finance Director Lessin also highlighted the following topics: the Professional Development line continues to support a trip to Treasurer and Collector School during the summer as well as other professional development opportunities throughout the year.

Chair Areson then asked Finance Director Lessin to present the FY2026 Projected Budget Narrative and spreadsheets. Finance Director Lessin presented those items.

Finance Director Lessin and Budget Task Force members then commented or discussed the following: the Town's use of a Brink's armored vehicle for the transportation of funds; the conditions, policies and controls which would require the Town to use an armored vehicle for the transportation of funds; the suggestion to no longer accept cash in lieu of checks (e-checks are accepted for free) or credit card for payments to the Town; M.G.L. requires that the Town accepts cash for the payment of taxes; the cost of the armored vehicle ranges from \$450 to \$700 per month depending on volume; the suggestion to use Town-owned vehicles, rather than Town staff's use of personal vehicles, to transport funds; and the location of the General Fund (the return on cash) is on the Revenue page > Local Receipts > Investment Income.

Chair Areson recognized Mr. Forgione who commented positively on the implementation of ClearGov and then asked about the status of the 2021 Citizen-Petitioned Article, which passed at Town Meeting, requiring Project Accounting and Reporting for any project over \$75,000. Mr. Forgione noted that this reporting would be important for the upcoming DPW Facility project. Finance Director Lessin replied that the information can be seen on ClearGov > Transparency > Projects. Finance Director Lessin noted that it was difficult to keep the information up to date with the implementation of ClearGov but he will update at the end of the quarter. Finance Director Lessin added that he will provide a link to the page in this meeting's chat box before the end of the meeting. Mr. Forgione thanked Finance Director Lessin.

Chair Areson asked if anyone else had any questions or comments and there were none.

Finance Director Lessin then introduced Principal Assessor Nahas who presented the FY2026 Assessor's Budget, an overview of the Assessor's Office, and then reviewed the salary and wage line along with the organizational structure; the supply line and it remains flat; an estimated increase of \$5,000 from \$22,000 to \$27,000 for projected evaluation services; and under Not Otherwise Classified Expenditures there is a projected \$1,000 increase for training related to Microsoft Excel to increase efficiencies.

Principal Assessor Nahas asked if there were any questions and Chair Areson noted that there were none.

Principal Assessor Nahas then presented the Parking Magistrate Department's Budget for FY2026 and an overview. There was no increase in the Parking Magistrate's budget.

Chair Areson and Principal Assessor Nahas discussed his role only as applies to beach parking and the harbor parking area. The Truro Police Department is responsible for other parking violations in Town.

Town Accountant Brazil recognized Finance Director Lessin and the efforts which he has taken to manage the Town's cash and investments in accordance with best practices and the Massachusetts Municipal Management Law.

Town Accountant Brazil then presented the Accounting Department's FY2026 Projected Budget narrative and overview. Town Accountant Brazil then highlighted the following: organizational structure; no significant status updates other than the implementation of ClearGov; a slight increase in Salaries due to step increases which also increases buyback and longevity budgets; an additional reduction in the Purchase of Services line by a combined \$250; the total of Other Unclassified Items line has increased by \$650 for professional development; and a review of the Expenditures by Function.

Town Accountant Brazil noted that the Total Expenditures in the FY2026 Proposed was an increase of 1.6% over FY2025 Budgeted. The increase was from \$228,336 in FY2025 Budgeted to \$231,929 for FY2026 Budgeted.

### **Clerk**

Finance Director Lessin thanked Acting Town Clerk Tudor for her work in the preparation of the Clerk's budget and Acting Town Clerk Tudor thanked him for his assistance.

Acting Town Clerk Tudor presented the Clerk's FY2026 Projected Budget narrative and overview. Acting Town Clerk Tudor highlighted the following: the budget decreases for Constable Services in the Clerk's Budget and the Elections Budget due to the recent Town Meeting and held elections; and a review of the Expenditures by Function.

Following Acting Town Clerk Tudor's presentation, Mr. Forgione asked questions or commented on the following topics: the percentage of time the Town Clerk staff has spent on the archival (for document digitization) projects, the status for public records requests for consideration in the FY2026 Proposed as it has been paid for by free cash, and a request to for the Town to provide updated information regarding the revenue generated by the updated software to track short-term rentals which was going to pay for the Housing Coordinator's position. Town Manager Tangeman and Finance Director Lessin responded to Mr. Forgione's comments and questions.

There were no additional questions or comments.

Acting Town Clerk Tudor then provided a brief overview of the Elections and Board of Registrars Budget. Acting Town Clerk Tudor noted the reduction in hourly wages for election workers and the reduction of 42.9% in the Prof/Tech Book/Pamphlet Biding line.

There were no questions or comments.

*Note: Finance Director Lessin then provided the URL for the Town's latest projects on ClearGov which is [www.truro.cleargov.com/projects](http://www.truro.cleargov.com/projects). Updated projects will be uploaded at the end of the month.*

### **Administration/Management**

Town Manager Tangeman presented the FY2026 Town Administration Department's Projected Budget narrative and overview. Town Manager Tangeman noted that he would present the following budgets under this category: Select Board, Town Manager, Town Hall Operations, Municipal Postage, Annual Report and Town Meeting. Town Manager Tangeman said that Assistant Town Manager Clark would present the Pamet Harbor Dredge Budget.

Town Manager Tangeman highlighted the following topics: a status update on key initiatives of the Town Manager's Office and events of the town occurring in FY2025 which may have impacts on the FY2026 budget; Collective Bargaining Agreement negotiations; the goal of establishing and hiring a Human Resources Coordinator; communication to include Town Manager Coffees, Community Forums, and Facebook Lives; recruitment efforts for key positions that are open; FY2026 childcare voucher line item increase; the 2023 Special Town Meeting and the 2024 Annual Town Meeting required a different set up than traditional and required meeting equipment was required to be more extensive so there will be a significant increase request for the FY2025 Annual Town Meeting; the Cloverleaf Housing Development, 25 South Highland Road employee housing, and Truro Motor Inn; affordable housing development; town-wide digitization efforts; water resources planning; Walsh Property planning; the website upgrade project; Senior Perks Program; the Solar Array Installation Project; town-wide succession planning; and the Strategic Infrastructure Plan.

Town Manager Tangeman reviewed Anticipated Cost Increases or Decreases for the Town Manager (increase due to contractual obligations, plus the addition of a Human Resources Coordinator, increase to software for new subscriptions related to communications), Select Board (increase in childcare voucher program and decrease in reimbursable grant line based on historical data), Town Hall Operations (decrease to fuel line based on historical data), Annual Town Meeting/Annual Town Reports (level-funded to FY2025), and Pamet Harbor Dredging (increase to incrementally address new County Dredge rate).

Town Manager Tangeman briefly reviewed the notes about the FY2024 Budget to FY2024 Actuals for the Town Manager, Select Board, Town Hall Operations, and Pamet Harbor Dredging.

Assistant Town Manager Clark presented the Pamet Harbor Dredging Budget and noted that the current Town's dredging permit is valid to 2029. It currently takes five (5) years to receive permit approval from the U.S. Army Corps of Engineers. Assistant Town Manager Clark reviewed the Pamet Harbor Dredge Budget's Expenditures by Function.

Town Manager Tangeman then briefly reviewed the Municipal Postage Budget.

Chair Areson then opened the discussion to Town Moderator Wisotzky and the Budget Task Force members who commented or asked the following questions or comments: expansion of the Childcare Voucher Program and why the line item is in the Select Board budget and not the Community Services budget (the response from Town Manager Tangeman was that the Childcare Voucher Program is a Select Board initiative and that the majority of work managing the administrator's office is done in the Town Manager's office); clarification of the term "Envelope Expansion" and it is the allowable area in the harbor for dredging; and how and when does the Town reconcile the cost ("the spend") of consultants and the impact to the department which the consultants support.



Chair Areson recognized Mr. Forgione who expressed his gratitude for the great work being done by the Town departments and then asked about the FY2025 Budget and the FY2026 Projected Budget regarding the Climate Action Coordinator that would be funded by using free cash and “solar revenue.” There is still not a definition for “solar revenue” and Mr. Forgione said that he did not understand where the funding for the position was coming from. Town Manager Tangeman replied that he had several conversations with the Energy Committee and Town Counsel have discussed the pros and cons versus ownership, or leasing, or a hybrid of both. Town Manager Tangeman said that for FY2026, the request would be for free cash to pay for the position one more year, and then prior to the end of this fiscal year, the Town would be able to review the responses to the RFPs to decide for which financial model to follow. Mr. Forgione expressed concern that the Town voters did not agree to a second year to pay for the position with free cash. Town Manager Tangeman responded that Mr. Forgione made a great point and agreed that free cash should not be used for more than two years to fund the position.

Chair Areson noted that Town voters have the opportunity to express their views on this topic at Town Meeting and then invited Finance Director Lessin to introduce IT Director Wennerberg.

### **Information Technology**

IT Director Wennerberg who presented the FY2026 Projected Budget. noted that there was a 4.4% increase in the FY2026 Projected Budget resulting in an increase of \$22,389 over the FY2025 Budget. IT Director Wennerberg said that the increase was primarily due to the Purchase of Services line which includes annual updates for all leased software and for the licenses for the Microsoft Office 365 suite of products.

IT Director Wennerberg highlighted the following topics: an overview of the department with a focus on improved efficiencies by implementing and maintaining computer hardware and software systems deemed necessary to meet the demands of internal and external uses of the Town’s electronic data systems; the deployment of the advanced Microsoft Government G5 licensing; the status update (cybersecurity remains the central focus for the department, Phase II of the A/V improvements in the Community Center have begun, online permitting and licensing software OpenGov has been installed, and the expansion of the Town’s municipal fiber network funded by the fiber grant has begun); Anticipated Cost Increased or Decreases (increases include the added NearMap software for \$6,750 and increase the number of licenses for Microsoft Office 365 and Exchange).

IT Director Wennerberg and the Budget Task Force members discussed or commented on the following topics: IT Director Wennerberg’s relationship with Barnstable County and the expertise and support that the county provides to the Town; and the expansion of the internet to Pamet Harbor and the beaches and the public’s access to the WiFi network at those locations.

Chair Areson recognized Mr. Forgione who asked IT Director Wennerberg about the need of the number of the Microsoft Government GS licenses and could there be a hybrid solution instead. IT Director Wennerberg noted that there would be increased risk to the cybersecurity of the users not utilizing G5 and that the cost is necessary. IT Director Wennerberg added that G5 also allows for work to be done away from Town Hall such as accessing SharePoint files and email and noted that most communities in the Commonwealth of Massachusetts are transitioning to G5.

Chair Areson announced that several attendees had departed the meeting and asked if there were any other questions for IT Director Wennerberg. There were no additional questions or comments for IT Director Wennerberg.

Finance Director Lessin then announced the department budgets to be presented at the next BTF meeting on Tuesday, January 21, 2025, at 8:30 am are: Library, Truro Central School and education). Finance Director Lessin then previewed the BTF meetings on January 28, 2025 (overall budget and any outstanding or unresolved budgets), February 4, 2025 (any outstanding budget discussions), and February 11, 2025 (reserved for outstanding budget discussions and DRAFT FY2026 Town & School Budgets and CIP).

Chair Areson announced that there was not a quorum of the Finance Committee and thanked all of the participants.

**Chair Areson adjourned the meeting at 10:38 am.**

Respectfully submitted,



Alexander O. Powers  
Board/Committee/Commission Support Staff

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Susan Areson, Chair

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Robert Weinstein, Vice Chair

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Nancy Medoff, Clerk

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Stephanie Rein, Member

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Susan Girard-Irwin, Member

## **Public Records Material Attachment**

Legal Notice

## Select Board Work Session Minutes

## Consent Agenda Item: 9D2

January 28, 2025

Via Zoom Platform (Hybrid)

Select Board Members Present: Susan Areson-Chair, Robert Weinstein-Vice Chair; Nancy Medoff-Clerk; Susan Girard-Irwin-Member

Others Present: Darrin Tangeman-Town Manager; Kelly Clark-Assistant Town Manager; Jarrod Cabral (DPW Director); Cassie Boyd Marsh (President of Bailey Boyd Associates); Christopher Palmer (Truro Climate Action Coordinator); Alex Lessin (Finance Director); John Giorgio (Lead Town Counsel); Gregg Corbo (New Lead Town Counsel); Kristin Savage (Truro Resident); Apryl Shenk (Truro Resident); Frederick Goldsmith (Truro Resident); Brian Boyle (Energy Committee); Bob Higgins-Steel (Energy Committee); Lily Flanders (Climate Action Committee); Fran Johnson (Truro Resident); Jack Riemer (Truro Resident); Dennis O'Brien (Truro Resident); Michael Forgione (Truro Resident); Ellen Conklin (Truro Resident)

Absent: Stephanie Rein-Member

Chair Areson opened the meeting at 5:01 am and read aloud the information for members of the public to join the meeting. She stated that comments and votes would not be taken during the work session.

### **EXECUTIVE SESSION MINUTES REPORT**

The Board voted to approve minutes for November 12, December 5, December 10, and December 17 and continue to hold them.

### **PUBLIC COMMENT**

Chair Areson read aloud the rules for the public to follow when making public comments.

Chair Areson recognized the following individuals who made public comments: Fran Johnson who was concerned that if an environmental study is approved for the Route 6 site that was considered for the new DPW facility, there would not be funding available and voters would lose trust with the Town Manager and the Select Board; Jack Riemer who was concerned about the unsuitability of Route 6 site for the new DPW facility due to the presence of public water source wells, its status as an area of critical environmental concern, and the use of land with public water supply source wells limited by Truro bylaws 30.4 A B C D, 90.5 A, and appendix B water resource protection overlay district, especially if they plan to build a fuel depot; Dennis O'Brien who would like the new DPW facility to be built at the right place, right size, and right cost, arguing that this is an opportunity to respect the voters' will and gain voters' trust by making a statement that Town Hall Hill is the only site for the DPW, that there is a choice between two design concepts (campus and monolith), that the Ad Hoc Building Committee, OPM, and Town Manager have not rushed to finish the article for the Annual Town Meeting, and that there are no environmental inquiries at 340 Route 6 that would delay development at Town Hall Hill; Mike Forgione who inquired about whether the building process is still in the planning and initiation phase of the project and was concerned that Article 13 restricts funds to be used as intended and that they are being clear about what has been charged under Article 13 and what will be in the future; and Ellen Conklin

who contacted Clerk Nancy Medoff after the reading the Provincetown Independent article “Truro DPW project remains mired in controversy” because she is concerned about the possible expansion of the building in a very quiet neighborhood.

### **PUBLIC HEARINGS**

#### **A. FY2025 CDBG Grant Application for Housing Rehabilitation and Childcare Subsidies**

Cassie Boyd Marsh, the president of Bailey Boyd Associates, is the current CDBG Grant Administrator. She stated that she has been working with Truro for over 20 years, providing support for low-moderate residents through two programs. They have offered and funded the Housing Rehabilitation Program (\$70,000 per home) with a 0% interest deferred forgivable loan, which is forgiven 1/15 per year and is not paid back as long as you or your family stays in home for 15 years. Funding for FY25 can repair 13 homes. They also offer the Child Care Subsidies Program, which provides up to \$7000 per child, age 0-13, or 16 with a disability, and gives parents access to trusted childcare. She stated they could fund 15 children in FY25. Truro can apply for \$1.25 million for the upcoming grant, which is due in April. The grant operates with no cost to the town but with great benefits. Vice Chair Weinstein asked to clarify the income threshold to receive the grant, to which Ms. Boyd Marsh responded that it is not an asset-based program, and only income is considered to assess if you earn 80% or less of median income.

**Clerk Medoff made a motion to submit a fiscal year 2025 CDBG grant for housing rehabilitation and childcare subsidies and authorize the town manager or designee to sign the grant application and associated forms.**

**Member Girard-Irwin seconded the motion.**

**Roll Call Vote:**

**Vice Chair Weinstein – Aye**

**Clerk Medoff – Aye**

**Member Girard-Irwin - Aye**

**Chair Areson – Aye**

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

**Clerk Medoff made a motion to allocate \$50,000 from the CDBG Miscellaneous income to use as a contingency for the fiscal year 2025 housing rehabilitation program.**

**Vice Chair Weinstein seconded the motion.**

**Roll Call Vote:**

**Vice Chair Weinstein – Aye**

**Clerk Medoff – Aye**

**Member Girard-Irwin - Aye**

**Chair Areson – Aye**

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

### **INTRODUCTION TO NEW EMPLOYEES**

#### **A. Introduction to Christopher Palmer, Climate Action Coordinator**

Christopher Palmer, the new Climate Action Coordinator, will work closely with Jarrod Cabral. He has a bachelor's degree in physics from the University College of London, and a master's degree of science and environmental sustainability from the University of Edinburgh. He has also served on boards as a trustee for the 2050 climate group, the assistant director at Cape Cod Climate Change Collaborative, was the founder and team leader of an environmental program in Portland, Oregon, and was the sustainability advisor for Beyond Green in Edinburgh. He has a total of ten years of experience doing climate action as a volunteer and an employee. He plans to build on work that has already been established by committees (Climate Action and Energy). He will apply for grants, finish the climate action plan, and submit solar projects for the town. To minimize the impact of the current presidential administration, he believes all climate action will be on the local level. He stated it will be difficult to lose funding from federal resources, but there will be counterbalances in a place like Massachusetts and Truro.

B. Recognition of Service of Lead Town Counsel John Giorgio and Introduction to New Lead Town Counsel Gregg Corbo

The longtime lead Town Counsel John Giorgio is stepping away from his position after having led Town Counsel since 2015. He helped many Town Managers through difficult times and has given legal advice, calming stability, and quick responses to legal inquiries. He appreciates that he was able to confront issues that are near and dear to him and recognized that environmental issues helped him appreciate towns like Truro, with their coastal resiliency and their great staff. He has been helpful in explaining issues to town voters and assisting town meeting moderators. Chair Areson commented on his ability to stay calm in all situations.

Gregg Corbo will step into the role of Lead Town Counsel. He has worked diligently on Board of Health matters. He has practiced municipal law for 20 years and is best known for his assistance with the Truro Motor Inn. He has broad experience in municipal law and has done a little of everything.

**BOARD/COMMITTEE/COMMISSION APPOINTMENTS**

A. Interview and Possible Appointment Alternate Members to Energy Committee: Paul Holt and Kristin Savage

Chair Areson confirmed there is a full member seat and two alternate member seats available on the Energy Committee.

**Kristin Savage:**

Kristin Savage became a year-round resident this month. She is a career public servant who has worked for nonprofits, public policy organizations, government, as well as labor unions. She has 15 years of experience in advanced and clean energy policy, as well as utility space and utility regulatory space and as a community organizer. She has served in appointed and elected roles. She stated that climate challenges are a hyperlocal exercise that needs to be built from the ground up. She believes issues are unique to each geographic location.

**Paul Holt:**

Not present online or at town hall.

**Clerk Medoff made a motion to appoint Kristin Savage to a full-time position on the Energy Committee expiring June 30, 2027.**

**Vice Chair Weinstein seconded the motion.**

**Roll Call Vote:**

**Vice Chair Weinstein – Aye**

**Clerk Medoff – Aye**

**Member Girard-Irwin - Aye**

**Chair Areson – Aye**

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

- B. Interview and Possible Appointment of Member to Conservation Commission: Sharon Basco Koch

Sharon Basco Koch was unable to attend the meeting and asked to be placed on a future agenda.

- C. Interview and Possible Appointment of Alternate Member to Ad Hoc Town Seal Committee: Apryl Shenk

**Apryl Shenk:**

Apryl Shenk currently serves as co-chair for the Council on Aging. She lives in a historic home and has done research on her home and the town. She stated that she grew up in the art community and has experience as a photographer.

**Member Girard-Irwin made a motion to appoint Apryl Shenk as an alternate to the Ad Hoc Town Seal Committee for a one-year term which expires June 30, 2025.**

**Clerk Medoff seconded the motion**

**Roll Call Vote:**

**Vice Chair Weinstein – Aye**

**Clerk Medoff – Aye**

**Member Girard-Irwin - Aye**

**Chair Areson – Aye**

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

- D. Interview and Possible Appointment of Member to Part Time Resident Advisory Committee: Frederick Goldsmith

**Frederick Goldsmith:**

Frederick Goldsmith first came to Truro in 1967 and built a home on a purchased lot in August 2016. After the second RTE hearing he became familiar with the issues in the town, attending committee meetings and speaking with co-chairs of the Part Time Resident Advisory Committee. He feels he can

contribute his knowledge of Truro and the issues that are important to part-timers. He has previously worked on committees and is currently in the Truro Preservation/Conservation Trust. He would like to serve as a voice for the part time community by gathering their views and sharing them with the board.

**Member Girard-Irwin made a motion to appoint Frederick Goldsmith the Part Time Resident Advisory Committee filling an unexpired one-year term which expires June 30, 2025.**

**Clerk Medoff seconded the motion.**

**Roll Call Vote:**

**Vice Chair Weinstein – Aye**

**Clerk Medoff – Aye**

**Member Girard-Irwin - Aye**

**Chair Areson – Aye**

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

### **STAFF/ COMMITTEE UPDATES**

#### **A. Energy Committee Update on Solar Electricity at Town Facilities**

**Presenter: Brian Boyle and Bob Higgins-Steel, Energy Committee Co-Chairs**

Brian Boyle, Co-Chair of the Energy Committee, Bob Higgins-Steel, Co-Chair of the Energy Committee, and Lili Flanders, Chair of the Climate Action Committee presented a video explaining the joint vision for decarbonizing Truro and enhancing its energy resilience and independence through solar development. The video was about Solar Microgrid, which can help reduce the cost of energy and reduce the use of fossil fuels. They identified five major town facilities with varying solar capacity, at which they can implement the use of solar canopies. Such initiatives benefit Truro by increasing the town's resilience, self-sufficiency, and alignment of climate action goals. Their proposal is a multi-year project, lasting more than ten years, that utilizes phased implementation - each hub has two phases. They stated that they finally have a land lease RFP and are advocating for an ownership RFP within the next month so they can compare the two options. They are tracking cost associated with solar and are hoping to get an accurate market estimate.

They plan to use the Inflation Reduction Act and noted that they are eligible for 40% credits on solar. They applied for the Climate Leaders Grant Program, which assists with FY25 Select Board objectives including climate crisis, the economy objective, and infrastructure. They hope to fund the Phase 1 Solar Project and establish a revolving energy fund to account for initiatives going forward. In March and April, they will develop a Community Engagement program. They also requested be placed on a future agenda, so they don't lose the opportunity to be on the warrant for the Annual Town Meeting.

Vice Chair Weinstein questioned if the transmission lines, which are old, and existing system could support what the solar array at the transfer station would produce to put it into the grid. The committees stated that they would only be at 1/3 the capacity of what Eversource says they can sustain. In speaking with Eversource, they have determined that the "interconnect timeline" of 1-2 years is realistic. A regional rep from Eversource and the DPU are working to shorten the interconnect time. They acknowledged the need to know if the existing infrastructure will support the array, though Mr. Boyle said that assessment and the engineering has already been done.

Chair Areson pointed out that funding from the Inflation Reduction Act (IRA) may not remain available. They are assessing if the program would be able to pay for itself and they aim to have numbers to bring to Town Meeting. They shared a graph demonstrating eventual profit from their model, both with funding from the IRA and without. If the site was leased, there is minimal net cash flow. If they put in their own system and owned the electricity, the town would have negative cash flow for many years without funding from the IRA, but at the end of a 30-year period there would be significant positive cash flow. Inclusion of funds from the IRA would mean the cash flow is negative for less time, but both graphs showed obtaining a profit. They recognize the challenges of competing demands and proposing a project that doesn't bring in funds for two years. They may apply for MVP money for Microgrid Hubs (school, library/COA). They would also like to plan for the new DPW facility to incorporate solar arrays but acknowledge that is up to the voters. All agreed that the Infrastructure Project should incorporate this plan.

### **TABLED ITEMS**

None

### **SELECT BOARD ACTION**

#### **A. Discussion and Possible Vote on Pursuing Phase I Environmental Study of 340 Route 6**

Presenter: Darrin Tangeman, Town Manager and Jarrod Cabral, Public Works Director

Paul Millett recommended an “apples to apples” comparison for building the new DPW Facility on the Town Hall Hill site and the Route 6 site. A difference between the sites is that water and sewer are already available at Route 6. They could do a cost comparison without the environmental study, which would cost \$12,500. Town Manager Tangeman noted that they have identified a funding source within the town budget to do the Phase 1 environmental assessment. DPW Director Cabral was unsure whether they could delay the Phase 2 study if the Phase 1 study found something of concern but believes it would be possible.

Town Manager Tangeman stated that he would prefer to use whichever site is the most cost-efficient while meeting the needs of the DPW. He feels they should fund the environmental study now so they can immediately move into Phase 2 if the voters reject the design for the building at Town Hall Hill at this year's Town Meeting. The site could also be used for other purposes, including housing. There have been community concerns raised about the Route 6 site. There are not funds to complete a design for a facility at 340 Route 6, so the only design that can be brought to Town Meeting this year will be located at Town Hall Hill. Phase 1 takes about a month and a half to complete. If Phase 1 is completed now, they would be able to put a warrant article to fund the Phase 2 study for this year's Town Meeting.

Member Girard-Irwin shared that completing Phase 1 could incur unnecessary expenses that the town does not have to spend at this time. Clerk Medoff stated that she would not support an article for the design of the DPW facility that is rushed, and she also believes the town does not need to fund exploring 340 Route 6 because they have been told Town Hall Hill is a buildable site for which they have estimated costs. Vice Chair Weinstein stated that the Ad Hoc Building Committee rejected a campus design, favoring a monolith design that does not use any existing buildings. He also stated that Weston and Sampson had produced a plan for 340 Route 6 that was rejected by the town. He also stated that Paul



Millett has been contracted to assess both sites, so not exploring 340 Route 6 would be in violation of his contract. 340 Route 6 is also preferable because it is general business zoned rather than residential, potentially inconveniencing residents. Losing the existing buildings may also impact the function of the DPW during construction. Chair Areson stated that at last year's Town Meeting, the town voted that they wanted to focus on Town Hall Hill and the funding they approved was only for Town Hall Hill. The OPM should do a cost comparison, but she recognizes that they will only bring an article to Town Meeting this year for Town Hall Hill.

Town Manager Tangeman is concerned that, if for some reason they are unable to build at Town Hall Hill, there are potential cost impacts to initiate Phase 1, for which funds are only available to the end of the fiscal year, and possibly a Phase 2, for which they know the estimated costs and could bring a warrant article for voters to approve. The majority of members of the Select Board chose not to initiate a Phase 1 environmental study at 340 Route 6.

**B. Discussion and Approval of Public Works Facility Design and Article Preparation Timeline**

Presenter: Darrin Tangeman, Town Manager and Jarrod Cabral, Public Works Director

This Thursday Town Manager Tangeman has asked DPW staff and Weston and Sampson to participate in the Ad Hoc Building Committee meeting at which they will present a single facility with an estimate as well as a campus plan. He also asked them to review and complete a cost estimate on the designs of Anthony Garrett, the lead of the DPW Study Group. They would like to have three estimates for materials (hybrid, all steel, or all wood) and have cost estimates for storing gas vehicles outside. On Thursday the Ad Hoc Building Committee will vote on whether the design layout should be a campus layout or a single building. At the next meetings, consultants will be able to call in and they can continue to focus design needs for the layout chosen. On February 20th, they will work on a warrant article to bring to the Select Board. This gives them time to continue refining the design and return to the Select Board. The OPM and Weston and Sampson agreed this timeline is feasible and he has reviewed it with the co-chairs of the committee. The goal is to bring a warrant to Town Meeting that voters will approve.

**Vice Chair Weinstein made a motion to affirm the proposed timeline and direct the ad hoc building committee to adhere to the proposed timeline that is in the packet.**

**Clerk Medoff seconded the motion.**

**Roll Call Vote:**

**Vice Chair Weinstein – Aye**

**Clerk Medoff – Aye**

**Member Girard-Irwin - Aye**

**Chair Areson – Aye**

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

**C. Discussion and Possible Vote to Declare Items as Surplus**

Presenter: Jarrod Cabral, Public Works Director

DPW Director Jarrod Cabral listed the following vehicles identified as surplus: E350 Van from 2011; 2006 Van; 2007 Close Top Ejector Trailer; 2007 Ford Sterling Dump Truck; Small landscape trailer of unknown age. He anticipates auctioning off two of the items.

Both a consultant and a manufacturer of trailers told DPW Director Cabral that the 2007 Close Top Ejector Trailer cannot be remodeled or saved. The 2011 Van and the 2007 Ejector Trailer have been replaced. The other vehicles will not be replaced. They will be paid by the ton for the metal when items are recycled.

**Clerk Medoff made a motion to authorize the Chair to declare the vehicles and trailers as surplus.**

**Vice Chair Weinstein seconded.**

**Roll Call Vote:**

**Vice Chair Weinstein – Aye**

**Clerk Medoff – Aye**

**Member Girard-Irwin - Aye**

**Chair Areson – Aye**

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

**D. Review and Approval of Net Metering Intermunicipal Agreement**

Presenter: Alex Lessin, Finance Director

The town has been trying to reallocate some of the net metering credits that they purchased through the array owned by Altus. They reached an agreement that was approved by the Select Board in Brewster: \$40,000 worth of net metering credits over the course of three years. Brewster will pay Altus directly so Truro will see the cost savings from the credits that they are not purchasing.

**Clerk Medoff moved to approve the changes to the Intermunicipal Agreement towns of Truro and Brewster transfer of net meter credits as they appear in the packet and to sign electronically.**

**Member Girard-Irwin seconded the motion.**

**Roll Call Vote:**

**Vice Chair Weinstein – Aye**

**Clerk Medoff – Aye**

**Member Girard-Irwin - Aye**

**Chair Areson – Aye**

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

**SELECT BOARD REPORTS/COMMENTS**

**A. Select Board Reports**

Vice Chair Weinstein attended the Energy Committee meeting held yesterday and the most recent Shellfish Advisory Committee meeting, which had a presentation by an individual from the Center for Coastal Studies that helped them understand the ocean ecology and the importance of the eel grass in

the bay. He also attended the most recent Harbor Committee meeting, which focused on the fees for next year (shallow water basin, deep water basin, kayaks, secondary craft to access boats). They agreed to a 10% increase, which will require a Public Hearing sometime in February. He stated he is upset with the Cape Cod National Seashore for mismanaging resources and allowing the Bog House on North Pamet Road to fall into disrepair and damaging the environment and trails around it. Letters have been sent to the superintendent about this issue.

Clerk Medoff noted that the emergency systems and notifications work very well, as demonstrated by the recent earthquake situation. She attended the Zoning Task Force meetings, and on Monday at 11:00 am there will be a hybrid joint Zoning Task Force and Walsh Committee meeting at Town Hall, at which they will present recommendations for the Walsh property. The Zoning Task Force will then begin their public outreach to obtain feedback on their recommendations. She hopes they can be added to the Select Board meeting agenda on February 25 to present their zoning bylaw changes after they have discussed their ideas with the public. Clerk Medoff will have office hours this Thursday at Town Hall at 9:30 and she reminded the Board that she will not attend the next meeting on February 11, 2025.

Member Girard-Irwin noted this was the first time she worked through the process with the Budget Task Force, and she believed everyone did a very good job. She also attended the recent Ad Hoc Building Committee meeting, and she will attend weekly until Town Meeting. She is going on vacation from January 31 to February 9 and she has informed the chairs of committees for which she is the liaison. She will have Select Board hours on February 13, February 27, March 13, and March 27 at the community center from 10-11:30 am.

Chair Areson attended the first joint meeting of the Ad Hoc Walsh Committee and the Zoning Task Force. She attended the Mass Municipal Association Conference over the weekend with some other town staff, and they provided discussions and workshops on leadership, communication, finance, legal updates, and they were able to listen to other communities and do networking. Tomorrow the Housing Authority is having their first hybrid listening session on the Municipal Affordable Housing Trust, and after they will return to the Select Board to make a recommendation on how it should be structured. They have hired Michelle Jarusiewicz, who is an expert on the topic, to do research for them. Lastly, she noted that there is a Public Hearing for increases in fees at the transfer station coming up.

#### B. Town Manager Report

Town Manager Tangeman alerted the Select Board that in the new fiscal year they are moving towards having all boards and committees complete the digitized conflict of interest training, so the town and the state know employees are up to date on their training. The Child Care Voucher Program second round of application due February 20. He also stated they are scheduling the groundbreaking for Cloverleaf either March 4 or March 25 and invitations should be mailed the first week of February. A work session on policies is scheduled for February 25 at 2-4pm.

### **CONSENT AGENDA**

A. Review/Approve and Authorize Signature: NONE

B. Review and Approve Appointment Renewals: NONE

- C. Review and Approve 2025 Annual Business Licenses: Transient Vendor-North of Highland Camping Area
- D. Review and Approve Select Board Meeting Minutes: September 30, 2024 (Regular Meeting); December 3, 2024 (Budget Task Force Meeting); December 10, 2024 (Budget Task Force Meeting); December 17, 2024 (Budget Task Force Meeting); January 7, 2025 (Budget Task Force Meeting)

**Vice Chair Weinstein made a motion to accept the consent agenda with the chair's editorial corrections as printed.**

**Member Girard-Irwin seconded the motion.**

**Roll Call Vote:**

**Vice Chair Weinstein – Aye**

**Clerk Medoff – Aye**

**Member Girard-Irwin - Aye**

**Chair Areson – Aye**

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

**NEXT MEETING AGENDA**

Regular Meeting: February 11, 2025, Regular Meeting

February 24, 2025, Joint Meeting with Provincetown Select Board on Water

February 25, 2025, Regular Meeting

February Work Session (Date TBD)

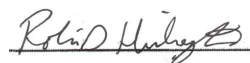
An update from the Cape Cod Commission and a budget presentation should be on the agenda for February 11. The Walsh Committee requested to be on the February 11 meeting as well.

**Member Girard-Irwin made a motion to adjourn at 8:04 pm.**

**Clerk Medoff seconded the motion.**

**By unanimous consent, the meeting was adjourned.**

Respectfully submitted,



Robin D. Huibregtse  
Board Support/CPC Coordinator

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Susan Areson, Chair

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Robert Weinstein, Vice Chair

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Nancy Medoff, Clerk

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Stephanie Rein, Member

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Susan Girard-Irwin, Member

**Public Records Material Attachments**

Memorandum from Cassie Boyd Marsh and Public Hearing Advertisement

Application to Serve-P. Holt

Application to Serve-K. Savage

Application to Serve-S. Basco Koch

Application to Serve-A. Shenk

Ad Hoc Town Seal Committee Charge

Application to Serve-Frederick Goldsmith

KP-#865620-v2-TRUR\_BREW\_IMA\_for\_NMC redlined draft update 12.06.24

Renewal Application for 2025: North of Highland Camping Area

February 11, 2025

Via Zoom Platform (Hybrid)

Select Board Members Present: Susan Areson-Chair; Susan Girard-Irwin-Member; Stephanie Rein-Member

Others Present: Kelly Clark-Assistant Town Manager; Jarrod Cabral (DPW Director); Emily Beebe (Health/Conservation Agent); David Lawler (Attorney Kung Fu Dumplings); Feng Lin (Manager Kung Fu Dumplings); Chuang Tong (Corporate Principal Kung Fu Dumplings); Jeff Fischer (Chair Walsh Committee); Tim Hickey (Truro Resident); Dennis O'Brien (Truro Resident); Chris Lucy (Truro Resident); Jane Ray (Truro Resident); Beverly Miller (Truro Resident)

Absent: Robert Weinstein-Vice Chair; Nancy Medoff-Clerk

Chair Areson opened the meeting at 5:01 am and read aloud the information for members of the public to join the meeting. She stated that comments and votes would not be taken during the work session.

#### **PUBLIC COMMENT**

Chair Areson read aloud the rules for the public to follow when making public comments.

Chair Areson recognized the following individuals who made public comments: Tim Hickey who is concerned about the size and cost of the proposed new DPW facility when considering the size of the town in comparison to others who have built facilities of similar size; Dennis O'Brien who noted that the proposed cost of the new DPW facility monolith design was the same as what voters had previously rejected and that there should be design alternatives provided rather than site alternatives; Chris Lucy who stated that the DPW Ad Hoc Building Committee has many people who are working hard with facts and professionals who are also trying to keep costs down; Jane Ray who requested that the Board write a letter to Governor Healy about the 2026 budget cuts for the department of mental health and the closure of Pocasset Mental Health Center; Beverly Miller who questioned why the town was able to vote on the site for the new DPW facility but they are still considering another site that was not selected by voters.

#### **PUBLIC HEARINGS**

- A. Review, discussion, and vote on a request for an Annual All Alcohol pouring license pursuant to MGL 138 Sec 12, Sec 15A and MGL 140 Sec 2 for Kung Fu Dumplings, 8 Highland Road, Unit E. Truro, MA

The manger and owner of Kung Fu Dumplings stated that they have successfully run a business out of Provincetown for ten years and that they would like to obtain a liquor license for their new location in Truro. They have reviewed the requirements for the ABCC and Feng Lin, the manager, has completed the training program. Their restaurant will be small and easy to manage. Their hours in the summer will be from 11am to 11pm and the winter 11am-8pm and they plan to remain open year round for the first year to see if they have enough business.

**Member Rein moved to approve the application for a new Annual All Alcohol on-premises pouring license and common victualer license to Lin Mamas Food Inc., DBA Kung Fu Dumplings, Feng Lin Manager.**

**Member Girard-Irwin seconded the motion.**

**Roll Call Vote:**

**Member Rein - Aye**

**Member Girard-Irwin - Aye**

**Chair Areson – Aye**

**So voted, 3-0-0, motion carries.**

**B. Review, Discussion, and Vote on an Aquaculture License Renewal Application - Douglas Grey**

Chair Areson noted that the Aquaculture License Renewal has not been reviewed by the Shellfish Advisory Commission as is protocol.

**Chair Areson moved that they move the public hearing to April 8, 2025.**

**Member Rein seconded the motion.**

**Roll Call Vote:**

**Member Rein - Aye**

**Member Girard-Irwin - Aye**

**Chair Areson – Aye**

**So voted, 3-0-0, motion carries.**

#### **INTRODUCTION TO NEW EMPLOYEES**

None

#### **BOARD/COMMITTEE/COMMISSION APPOINTMENTS**

**A. Interview and Possible Appointment to Energy Committee - Paul Holt**

**Paul Holt:**

Paul Holt owned his own business for 20 years, an audio-visual integration business with about 60 people in the company with his wife. He worked in fundraising for non-profits. He has been on the board for the Newton Community Farm for six years and the co-president for the last four years. He purchased land in Truro where he built a house, and this will be his first full summer in Truro. His home in Truro and in Newton have solar panels and he promotes green energy. He stated that he will be able to make the commitment since his term as president of Newton Community Farm is expiring in May.

**Member Girard-Irwin made a motion to appoint Paul Holt to the Energy Committee to fill an alternate position which will expire June 30, 2025.**

**Member Rein seconded the motion.**

**Roll Call Vote:**

**Member Rein - Aye**

**Member Girard-Irwin - Aye**

**Chair Areson – Aye**

**So voted, 3-0-0, motion carries.**

**STAFF/ COMMITTEE UPDATES**

**A. Walsh Property Advisory Ad Hoc Committee Update**

Presenter: Walsh Property Advisory Ad Hoc Committee Update *\*a quorum may be present\**

Jeff Fischer, Chair of the Walsh Committee, stated that the committee started work in October of last year and they worked with town staff to fully understand their charge. They are focusing on plans to create housing, recreation, and other uses, but infrastructure must be set first, including drinking water, waste water treatment, and roads. The town is taking the lead on infrastructure based on the committee's plans for the property. He also noted the need of the committee to meet with the Zoning Task Force Committee, ensuring that what the Zoning Task Force recommends for zoning fits into what the Walsh Committee is proposing. Their concern was that the zoning would be too restrictive and prevent developers from wanting to work on the property.

They would like to create a general housing plan of 50-80 units on the property and they must come up with a Phase 1 recommendation for the number of houses. They may be limited by a limitation on water supply at the property. He feels they need to have more conversations with town staff. He asked if it was too late to submit requests for funding to hire a consultant on housing and, even more importantly, the infrastructure of the site. They learned that the town is currently planning for enough water per day for about 40 units on the property and they would like to see more water made available.

He also pointed out that the original Walsh warrant that was passed at the Town Meeting, the seven acres of the school was listed as part of the 28 acres for development of the Walsh property, though they did not intend to use it and are unsure if they must use it. Member Girard-Irwin recommended they ask legal counsel's opinion. Members of the board believed the seven acres were near the school and outside of the 28 acres. Assistant Town Manager Clark believed the Select Board could make that determination and move forward with the recommendations of the Walsh Committee.

The Committee has requested a consultant to assist them, but Chair Areson does not believe they are in need of a consultant yet. She also stated they may need to work within the limits set by the infrastructure, especially water. Assistant Town Manager Clark suggested the committee develop a scope of work for a consultant and apply for a one-stop grant for planning. Although the Capital Improvement plan does not include funding for engineering support, town staff are thinking about solutions to meet the needs of the site plan. Vice Chair Morgan Clark stated that she felt the town should recognize the length of the process to hire a consultant and begin the process now. Anne Greenbaum, committee member, stated that they are looking to get input from the community through planned outreach.

**TABLED ITEMS**



None

### **SELECT BOARD ACTION**

#### **A. FY2026 Preliminary Budget Presentation**

Presenter: Alex Lessin, Finance Director *\*a quorum of the Finance Committee may be present\**

Finance Director Lessin presented the preliminary FY26 budget and capital improvement plan. The process began in October and Department Heads were told to submit budgets in late November using a new budget platform called Clear Gov. The Budget Task Force has produced the simple budget and the Capital Improvement Plan (CIP). They will discuss the details and sources of funding and then the Select Board can make recommendations on warrant articles. The website for Clear Gov can be found by going to the homepage for Committees and choosing Budget Task Force. There is a field to ask questions on the website. Increases in budgets were mostly due to staff. There are also critical investments and no proposed overrides. They are trying to utilize non-tax revenue as much as they can so as to avoid tax increases.

Mike Forgione asked about a financial policy that he had heard mentioned at a committee meeting, which manages the size of the debt the town can assume. Finance Director Lessin answered that there is a policy that suggests the amount of debt they should have as a percentage of their operating budget, though the draft packet which includes the policy has not yet been submitted to the Select Board. As recommended by DLS, the town has received a grant to receive help in writing these policies, which are based on practices they have already been doing.

**Member Rein moved to forward the preliminary FY2026 Budget and FY2026 Capital Improvement Plan to the Finance Committee in accordance with Town Charter Chapter 7.**

**Member Girard-Irwin seconded the motion.**

**Roll Call Vote:**

**Member Rein - Aye**

**Member Girard-Irwin - Aye**

**Chair Areson – Aye**

**So voted, 3-0-0, motion carries.**

#### **B. Review and Possible Approval to Enter into Contract Agreements for the Pamet River Owners Project Representative, and the Head of the Meadow Beach Parking Lot Improvements**

Presenter: Jarrod Cabral, Public Works Director

DPW Director Cabral stated that the Board has been given two contracts. The first contract is for APEX Consulting and Engineering to provide services as the Owner's Project Representative (OPR) for the Pamet River Project, which is required by NOAH to access their grant funds through CZM, who is managing some of the funding for them. They have contracts in place, so funding has not been affected by the federal freeze.

The other contract is for the design and bid documents for Head of the Meadow. It is recommended they award the contract to Lawrence Lynch. This has been reviewed by consultants. They may be able to get the project finished before the opening of the season.

**Member Rein moved to authorize the Town Manager to enter into and sign the OPR contract with Apex Consulting and Engineering.**

**Chair Areson seconded the motion.**

**Roll Call Vote:**

**Member Rein - Aye**

**Member Girard-Irwin - Aye**

**Chair Areson – Aye**

**So voted, 3-0-0, motion carries.**

**Member Rein moved to authorize to enter in and sign the contract with Lawrence Lynch Corp.**

**Chair Areson seconded the motion.**

**Roll Call Vote:**

**Member Rein - Aye**

**Member Girard-Irwin - Aye**

**Chair Areson – Aye**

**So voted, 3-0-0, motion carries.**

**C. Review and Possible Approval of Dennis Family Gift Funds for Fencing at 296 Route 6**

**Presenter: Jarrod Cabral, Public Works Director**

DPW Director Cabral stated that \$35,000 is needed to make the site at 296 Route 6 safe, which includes completing an environmental phase 1 assessment, emptying the pool, and putting plywood on doors and windows. The funding balance in the Dennis Family Gift Fund is currently \$440,000 and a deposit for \$250,000 is scheduled for next December. He also stated that as part of the environmental assessment, they must do a physical inspection and collect samples from the interior and crawlspaces.

**Member Girard-Irwin made a motion to authorize the use of \$35,000 of the Dennis Family Gift Funds for taking safety measures and completing the identification of environmental hazards at 296 Route 6.**

**Member Rein seconded the motion.**

**Roll Call Vote:**

**Member Rein - Aye**

**Member Girard-Irwin - Aye**

**Chair Areson – Aye**

**So voted, 3-0-0, motion carries.**

**D. Review and Possible Approval of Revised Policy 35: Town Manager's Powers of Appointment**

**Presenter: Kelly Clark, Assistant Town Manager**

Assistant Town Manager Clark stated that she had made revisions to Policy 35 to prepare and create a better succession plan and allow internal promotions, which creates operational continuity, retention, morale for current employees, and a hiring process that is faster and less expensive. She also suggested removing the requirement to advertise in the newspaper because it is not beneficial for many positions and delays the process. Town Counsel has not reviewed the edited document.

Proposed changes include posting vacancies internally for a minimum of 5 days, if there are multiple qualified internal candidates, and waving external postings. Chair Areson suggested using the wording that external postings “may be” waved to give the option of searching externally. This would also avoid the appearance of favoritism and nepotism and increases flexibility and transparency. The Board also noted that they may want to include input from department heads rather than only the Town Manager for hiring and leave space for the anticipated HR coordinator. There is a work session scheduled 2/25/25 at which they will review policies, so the policy revision will be brought to Town Counsel and then re-presented to the Board.

**Chair Areson moved to bring the policy revision back for discussion at the Work Session on February 25, 2025.**

**Member Rein seconded the motion.**

**Roll Call Vote:**

**Member Rein - Aye**

**Member Girard-Irwin - Aye**

**Chair Areson – Aye**

**So voted, 3-0-0, motion carries.**

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

##### **A. Select Board Reports**

Member Rein hopes that Vice Chair Weinstein has a speedy recovery and is back up on the Board soon.

Member Girard-Irwin noted that the Ad Hoc Building Committee is working very hard with weekly meetings, and they will come before the board on February 25th. She will attend the COA Board tomorrow morning at the Community Center. Her Select Board hours are on February 13 and 27, 10-11:30 am at the Community Center. She asked that there be a possible update added to a future agenda concerning 25 South Highland Road. She mentioned that the Town Survey was out for input many months ago and that she is wondering if the results were in and if there are any plans to review the results.

Chair Areson attended the joint meeting of the Walsh Committee and the Ad Hoc Building Committee, and she noted that they are figuring out who has jurisdiction over what. The Part Time Resident Advisory Committee met recently, and the members were divided into subcommittees. They are looking to come to the Board with recommendations, focusing on financial issues and taxes and communication to help part time residents have more of a voice in town. Chair Areson’s office hours are this Thursday at Town Hall at 11:30 am.

##### **B. Town Manager Report**

Assistant Town Manager Clark stated that they have begun holding Town Meeting Planning Sessions with the Board Chair, Moderator, and key town staff. The town posted the Fred Todd Community Service Award call for applications, which is found on the town website, and they are looking to receive nominees by March 14, 2025. The Annual Town Meeting Warrant is open until March 3, 2025, for petitioned articles and committee articles. The Childcare Voucher Program deadline is February 28th for new program participants. Lastly she stated that there are two new hires at the police department.

Chair Areson also then noted that they are tentatively scheduling the pre town meeting, budget hearing, and warrant review for mid-April at the Community Center.

### **CONSENT AGENDA**

- A. Review/Approve and Authorize Signature: NONE
- B. Review and Approve Appointment Renewals: NONE
- C. Review and Approve 2025 Annual Business Licenses: Savory on the Cape-Common Victualer
- D. Renew and Approve Seasonal Population Estimate for 2025 for the ABCC
- E. Review and Approve Select Board Meeting Minutes: 04-02-2024 Select Board Minutes; 10-08-2024 Select Board Work session; 10-08-2024 Select Board Regular Meeting Minutes

Chair Areson requested to pull the meeting minutes for 4/2/24 so others who were present could vote on approving them and she also believed there may have been an error in one or more of the votes.

Assistant Town Manager Clark corrected Agenda Item 9D with the 2025 Temporary Population Estimate for the Alcoholic Beverages Control Commission, stating it should be 16,700 for the Town of Truro after using the formula they have always used.

**Chair Areson moved to approve the consent agenda with Kelly's suggested edit and removing the Select Board Meeting Minutes from 4/20/24.**

**Member Girard-Irwin seconded the motion.**

**Roll Call Vote:**

**Member Rein - Aye**

**Member Girard-Irwin - Aye**

**Chair Areson – Aye**

**So voted, 3-0-0, motion carries.**

### **NEXT MEETING AGENDA**

Joint Meeting with Provincetown Select Board on Water: February 24, 2025; Regular Meeting February 25, 2025.

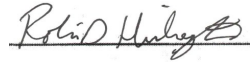
Assistant Town Manager Clark noted that for the February 25 Select Board meeting, there are many committees and groups would like to provide updates, and some items will have to be held until March.

**Member Girard-Irwin made a motion to adjourn at 6:45 pm.**

**Member Rein seconded the motion.**

**By unanimous consent, the meeting was adjourned.**

Respectfully submitted,



Robin D. Huibregtse  
Board Support/CPC Coordinator

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Susan Areson, Chair

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Robert Weinstein, Vice Chair

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Nancy Medoff, Clerk

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Stephanie Rein, Member

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Susan Girard-Irwin, Member

**Public Records Material Attachments**

Public Hearing Notice

Police Chief Memo

ABCC Redacted Application

Common Victualer Redacted Application

Renewal Aquaculture Hearing Notice

Douglas Grey-Shellfish License Renewal Application, Current Aquaculture License and 2024 Annual Report, 2024 Propagation Permit

Aquaculture Regulations

Application to Serve - Paul Holt

Preliminary FY2026 Simple Budget

Updated Capital Improvement Plan

Pamet River OPR Contract

Head of the Meadow Parking lot improvement contract

Policy 35: Policy of Town Manager's Powers of Appointment (Current)

Draft Policy 35: Town Manager's Powers of Appointment (Revised)  
Renewal Application for 2025: Savory on the Cape  
ABCC Seasonal Population Form 2025