



Truro Select Board Hybrid Meeting

Tuesday, May 27, 2025

Executive Session-4:00pm

Regular Meeting-5:00pm

Truro Town Hall, 24 Town Hall Road

EXECUTIVE SESSION-4:00 pm

<https://us02web.zoom.us/j/81894886652>

1-646-931-3860 Meeting ID: 818 9488 6652

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 provision of Massachusetts General Law, Chapter 30A, §21 (a)(2) to conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel (Fire Chief); and*
- (2) In accordance with the provision 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, §22 (f)(g) (Open Meeting Law), specifically, to review and approve and determine whether continued nondisclosure of the following executive session minutes is warranted: June 16, 2023; June 28, 2023; April 25, 2024; January 13, 2025; January 24, 2025; and February 4, 2025; and not to reconvene in open session.*

REGULAR MEETING

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

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

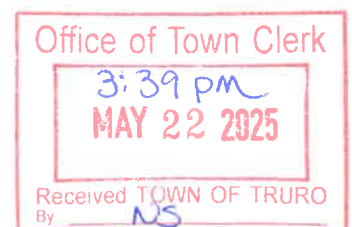
This will be a hybrid (in-person *and* remote) meeting. Citizens can view the meeting on **Channel 8** in Truro and on the web on the "Truro TV Channel 8" button under "Helpful Links" on the homepage of the Town of Truro website. Click on the green "Watch" button in the upper right of the page. **To 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.

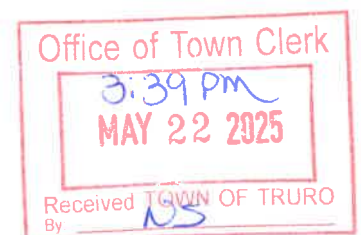
Estimated
Start Time

**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**
5:15pm A. Petition by Eversource Energy and Verizon New England Incorporated to install one new pole along South Highland Road
5:20pm B. Public Hearing for Proposed Outdoor Space for Alcohol Service-Millan's Restaurant-104 Shore Road
- 3. INTRODUCTION TO NEW EMPLOYEES – NONE**
- 4. BOARD/COMMITTEE/COMMISSION APPOINTMENTS – NONE**
- 5. STAFF/COMMITTEE UPDATES**
5:30pm A. District Attorney Robert Galibois Briefing to the Select Board
 Presenter: District Attorney Robert Galibois
5:40pm B. Update on May 20, 2025 Ad Hoc Building Committee Work Session
 Presenter: Susan Girard-Irwin, Select Board Liaison to the Ad Hoc Building Committee
- 6. TABLED ITEMS – NONE**
- 7. SELECT BOARD ACTION**
5:50pm A. Review and Possible Approval of Fire Inspection Fee for Multi-Unit Buildings
 Presenter: Timothy Collins, Fire Chief
6:00pm B. Discussion and Possible Vote on Posting of Town Manager Position and Timeline
 Presenter: Susan Areson, Chair
6:25pm C. Update on FY2025 Goals and Objectives, Discussion on FY2026 Goals and Objectives Process Planning, and Vote to Set the Date of the FY2026 Goals and Objectives Public Hearing
 Presenter: Kelly Clark, Acting Town Manager
6:40pm D. Review, Update and Approve FY2026 Select Board Liaison List
 Presenter: Kelly Clark, Acting Town Manager
- 6:55pm **8. REPORTS**
 A. Select Board Reports
 B. Town Manager Report
- 7:15pm **9. CONSENT AGENDA**
 A. Review/Approve and Authorize Signature: Contractor Authorized Signature Listing identifying Kelly S. Clark, Acting Town Manager, as authorized signatory for purposes of the EOEEA Planning Grant
 B. Review and Approve Appointment Renewals: NONE
 C. Review and Approve 2025 Annual Business Licenses: NONE
 D. Review and Approve: Payomet Performing Arts Seven-Day Entertainment License
 E. Review and Approve Select Board Meeting Minutes: Regular Meeting 12.17.2024; Regular Meeting 03.25.2025
- 7:20pm **10. NEXT MEETING AGENDA**
 Regular Meeting: June 10, 2025





TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: May 27, 2025

ITEM: Public Hearing on a Petition from Eversource Energy to install a pole on South Highland Road.

EXPLANATION: Eversource Energy has submitted a petition covering the installation of one (1) new pole 53/7-5 along South Highland Road. The purpose of the installation of this pole is to provide new service to the customer located at 19 South Highland Road.

Abutter notifications have been mailed out and the public hearing notice has been duly posted in the Provincetown Independent and on the Town website.

Department heads Emily Beebe, Health and Conservation Agent; Rich Stevens, Building Commissioner; Jamie Calise, Police Chief; Timothy Collins, Fire Chief; and Jarrod Cabral, DPW Director have approved this request with a detail recommended for partial road closure by Chief Calise.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Eversource will not have permission to install the pole and the client at 19 South Highland Road will not have service.

SUGGESTED ACTION: *Motion to approve the Eversource petition to install one new pole, 53/7-5, and to authorize the Select Board Clerk to sign the Work Order #20260651 electronically.*

ATTACHMENTS:

1. Eversource Energy Petition
2. Public Hearing Notice
3. Certified Abutter List Request Form



484 Willow Street, West Yarmouth, Massachusetts 02673

April 8, 2025

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

Dear Select Board Members,

Enclosed you will find one (1) petition covering the installation of One (1) new pole 53/7-5 along South Highland Road.

The purpose of this construction is to provide new service to the customer located at 19 South Highland Road.

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

Best,

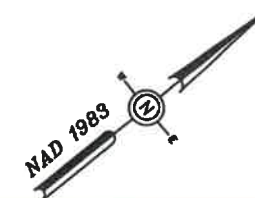
Marissa L. Jackson
Right-of-Way-Agent
(508) 790-9001
Marissa.jackson@eversource.com

enc.

Plan to accompany petition of **EVERSOURCE ENERGY** to install
NEW 45'CL1 JO POLE 53/7-5 47'± from Existing pole 53/7.

40_151_0
 14 SO HIGHLAND RD
 N/F
 NOGIEC EWA

40_151_0
 18 SO HIGHLAND RD
 N/F
 BAKER MARY E NOMINEE TRUS



GRASS

APPROX. RIGHT OF WAY

PROPOSED
 53/7-5
 JO-ES

53/7

47'±

EDGE OF PAVEMENT

APPROX 367 FEET
 TO MOSES WAY

SOUTH HIGHLAND ROAD

EDGE OF PAVEMENT

GRASS

APPROX. RIGHT OF WAY

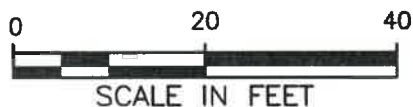
40_23_0
 19 SO HIGHLAND RD
 N/F
 TUCKAWAY, LLC

40_24_0
 21 SO HIGHLAND RD
 N/F
 WHITE DEBORAH S &
 DAVID S

APPROX. R

LEGEND

- Proposed Hand Hole
- Proposed Conduit
- Existing Conduit
- Proposed Pole
- Existing Pole
- Pole with Riser
- Proposed MH
- Existing Manhole



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

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MASS. LAW

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

Plan # 20260651

Ward #

Work Order # 20260651

Surveyed by: N/A

Research by: JC

Plotted by: JC

Proposed Structures: JC

Approved: K RICE

P#

NSTAR
 ELECTRIC
 d/b/a

1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125

Plan of SOUTH HIGHLAND ROAD

TRURO




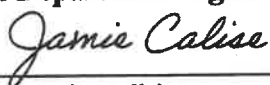
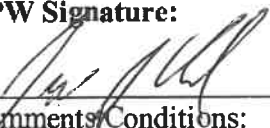
Showing PROPOSED POLE LOCATION

Scale 1"=20'

Date 4/8/25

SHEET 1 of 1

DEPARTMENT HEAD APPROVALS FOR EVERSOURCE PETITIONS

Health/Conservation Agent Signature:  <hr/>	Building Commissioner Signature:  <hr/>
Comments/Conditions:	Comments/Conditions:
Permits/Inspections needed: 	Permits/Inspections needed:
Police Department Signature:  <hr/>	Fire Department Signature: Digitally signed by Timothy Collins Timothy Collins Date: 2025.04.29 12:38:01 -04'00'
Comments/Conditions: Detail recommended for partial road closure	Comments/Conditions: No issues
DPW Signature:  <hr/>	OTHER: <hr/>
Comments/Conditions:	Comments/Conditions:

**PETITION FOR
JOINT OR IDENTICAL POLE LOCATIONS**

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

April 28, 2025

**EVERSOURCE ENERGY and
VERIZON NEW ENGLAND INCORPORATED**

W/O# 20260651

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

South Highland Road

Installation of one (1) new JO pole 53/7-5

Wherefore it prays that after due notice and hearing as provided by law, they be granted joint or identical locations for and permission to erect and maintain poles, wires, and cables, together with such sustaining and protecting fixtures as they may find necessary, said poles to be erected substantially in accordance with the plan filed herewith marked **Plan No. 20260651 dated April 8, 2025.**

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

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

EVERSOURCE ENERGY

By: Marissa Jackson
Marissa Jackson, Right-of-Way Agent

VERIZON NEW ENGLAND INCORPORATED

By: Karen Levesque
Right-of-Way

**ORDER FOR
JOINT OR IDENTICAL POLE LOCATIONS**

In Select Board of the Town of Truro, Massachusetts.

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

**EVERSOURCE ENERGY and
VERIZON NEW ENGLAND INCORPORATED**

W/O# 20260651

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

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

Poles shall be sound timber and reasonably straight and shall be set substantially at the points indicated upon the marked **Plan No. 20260651 dated April 8, 2025** filed with said petition. There may be attached to said poles by said VERIZON NEW ENGLAND INCORPORATED may not exceed **40** wires and **4** cables.

And by said EVERSOURCE ENERGY necessary wires, cables and fixtures.

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

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

South Highland Road

Installation of one (1) new JO pole 53/7-5

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

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

Select Board Clerk

We hereby certify that on _____ 2025, at _____ o'clock, _____, at

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

EVERSOURCE ENERGY and
VERIZON NEW ENGLAND INCORPORATED

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

Select Board of the Town of

Truro, Massachusetts.

Certificate

I hereby certify that the foregoing is a true copy of a joint location order and certificate of hearing with notice adopted by the Select Board of the Town of Truro, Massachusetts, on the _____ day of _____ 2025, and recorded with the records of locations orders of said Town, Book _____, Page _____. This certified copy is made under the provisions of Chapter 166 of General Laws and any additions thereto or amendments thereof.

Attest:

Town Clerk



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

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

Town of Truro

Eversource Energy and Verizon New England Incorporated
Public Hearing for Joint or Identical Pole Locations

The Truro Select Board in accordance with MGL Ch. 166 § 22 will conduct a hybrid public hearing on **Wednesday, May 27, 2025, at 5:00pm** to hear a petition from Eversource Energy and Verizon New England Incorporated, requesting permission to install one (1) new JO pole 53/7-5 along South Highland Road. The purpose of this construction is to provide new service to the customer located at 19 South Highland Road for W/O# 20260651 (Map 40, Parcel 23).

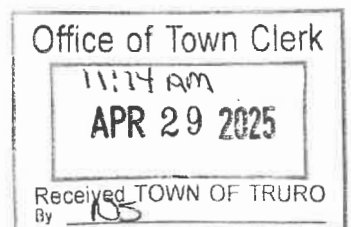
Please join the hybrid Select Board meeting from your computer, tablet, or smartphone at the Zoom Login information below or by attending in person at Truro Town Hall, 24 Town Hall Rd, Truro MA.

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

Meeting ID: 847 2078 2445

Call-in Number: 1 646-931-3860 US

Susan Areson, Select Board, Chair
Town of Truro



TOWN OF TRURO
Eversource Energy and Verizon
New England Incorporated
Public Hearing for Joint or Identical
Pole Locations

The Truro Select Board in accordance with MGL Ch. 166 § 22 will conduct a hybrid public hearing on **WEDNESDAY, MAY 27, 2025, AT 5:00 PM** to hear a petition from Eversource Energy and Verizon New England Incorporated, requesting permission to install one (1) new JO pole 53/7-5 along South Highland Road. The purpose of this construction is to provide new service to the customer located at 19 South Highland Road for W/O# 20260651 (Map 40, Parcel 23).

Please join the hybrid Select Board meeting from your computer, tablet, or smartphone at the Zoom Login information below or by attending in person at Truro Town Hall, 24 Town Hall Rd, Truro MA.

Zoom Login:

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

Meeting ID: 847 2078 2445

Call-in Number: 1 646-931-3860 US

Susan Areson, Select Board,` Chair
Town of Truro

Published: Provincetown Independent,
May 8 and May 15, 2025

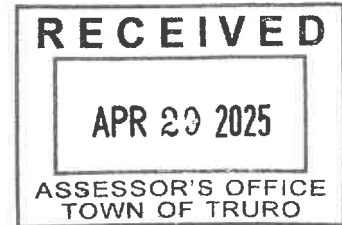


TOWN OF TRURO

Assessors Office

Certified Abutters List

Request Form



DATE: 3/29/2023

NAME OF APPLICANT: Eversource Energy

NAME OF AGENT (if any): Marissa Jackson

MAILING ADDRESS: 484 Willow Street, West Yarmouth, MA 02673

CONTACT: HOME/CELL 508-790-9001 EMAIL marissa.jackson@eversource.ca

PROPERTY LOCATION: 19 South Highland Road, North Truro
(street address)

PROPERTY IDENTIFICATION NUMBER: MAP 40 PARCEL 23 EXT. _____
(if condominium)

ABUTTERS LIST NEEDED FOR:

(please check all applicable)

FEE: \$15.00 per checked item

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

<input type="checkbox"/> Board of Health ⁵	<input type="checkbox"/> Planning Board (PB)	<input type="checkbox"/> Zoning Board of Appeals (ZBA)
<input type="checkbox"/> Cape Cod Commission	<input type="checkbox"/> Special Permit ¹	<input type="checkbox"/> Special Permit ¹
<input type="checkbox"/> Conservation Commission ⁴	<input type="checkbox"/> Site Plan ²	<input type="checkbox"/> Variance ¹
<input type="checkbox"/> Licensing	<input type="checkbox"/> Preliminary Subdivision ³	
Type: _____	<input type="checkbox"/> Definitive Subdivision ³	
	<input type="checkbox"/> Accessory Dwelling Unit (ADU) ²	

☒ Other Eversource to install one (1) new pole 53/7-5 at 18 S Highland (Fee: Inquire with Assessors)
(Please Specify)

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

THIS SECTION FOR ASSESSORS OFFICE USE ONLY

Date request received by Assessors: 3/29/2025 Date completed: 3/29/2025

List completed by: [Signature] Date paid: _____ Cash/Check _____

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

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

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

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

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



TRURO ASSESSORS OFFICE

PO Box 2012 Truro, MA 02666

Telephone: (508) 214-0921

Fax: (508) 349-5506

Date: April 29, 2025

To: Marissa Jackson, Agent for EverSource Energy

From: Assessors Department

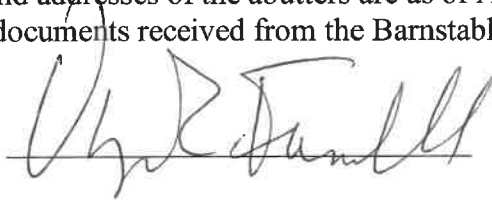
Certified Abutters List: 19 South Highland Road; (Map 40, Parcel 23)

Select Board/ Public Hearing

Attached is a combined list of abutters for the property located at 19 South Highland Road.

The current owner is Tuckaway, LLC, Resident Agent: Jeffrey H. Giles.

The names and addresses of the abutters are as of April 25, 2025 according to the most recent documents received from the Barnstable County Registry of Deeds.

Certified by: 

Olga Farrell
Assessing Clerk

19 South Highland Road
 Map 40, Parcel 23
 Select Board/ Public Hearing

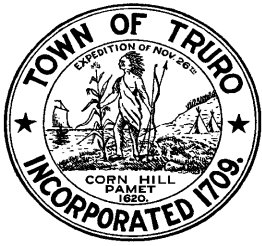
TOWN OF TRURO, MA
 BOARD OF ASSESSORS
 P.O. BOX 2012, TRURO MA 02666

Custom Abutters List



Key	Parcel ID	Owner	Location	Mailing Street	Mailing City	ST	ZipCd/Country
1444	40-19-0-R	BAKER MARY E NOMINEE TRUST TRS: BAKER ROBERT L	18 SO HIGHLAND RD	PO BOX 99	NO TRURO	MA	02652-0099
1447	40-22-0-R	WICKSTROM GAIL & TREMBLAY JULIE C	17 SO HIGHLAND RD	PO BOX 942	NO TRURO	MA	02652
1449	40-24-0-R	WHITE DEBORAH S & DAVID S	21 SO HIGHLAND RD	PO BOX 905	NO TRURO	MA	02652
1460	40-35-0-R	CABRAL RONALD K & EILEEN P	4 ALDEN CIR	PO BOX 808	NO TRURO	MA	02652
1461	40-36-0-R	ANNE F WALLACE REVOC LIV TRUST TRS: ANNE FULLER WALLACE	6 ALDEN CIR	10 KNOLLWOOD RD	WHIPPANY	NJ	07981
5557	40-151-0-R	NOGIEC EWA	14 SO HIGHLAND RD	PO BOX 675	NO TRURO	MA	02652

Handwritten signature: n2u/ra/2025



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: May 27, 2025

ITEM: Application for Proposed Use of Outdoor Space for Alcohol Service-Millan's Restaurant, 104 Shore Road, North Truro, MA.

EXPLANATION: At the April 22, 2025 Select Board meeting, members approved Regulation for Use of Outdoor Restaurant Space for Alcohol Service for businesses with existing alcohol licenses to apply to designate an outdoor area contiguous to their business to serve alcohol. The owners of Millan's Restaurant have submitted an application and all required documents. The owners have notified all abutters and returned mailing slips to the Administration Office. Approval of the outdoor area to be used for alcohol service shall not be construed as allowing an increase in the permitted seating capacity of the restaurant.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The owners of Millan's Restaurant will not have permission to serve alcohol in the outdoor designated area.

SUGGESTED ACTION: *Motion to approve the Application for Proposed Use of Outdoor Space for Alcohol Service for Millan's Restaurant and Authorize Staff to amend their ABCC Alcohol License.*

ATTACHMENTS:

1. Application for Use of Outdoor Space for Alcohol Service-Millan's Restaurant
2. Published Public Hearing Ad
3. Owners written statement giving permission to use proposed outdoor space
4. Regulation for Use of Outdoor Restaurant Space for Alcohol Service



**TOWN OF TRURO
OFFICE OF THE SELECT BOARD
APPLICATION FOR USE OF OUTDOOR SPACE FOR
ALCOHOL SERVICE**

**Alteration of Premises – Required Information for Outdoor Alcohol Service for
existing On-Premise Licensees**

1. BUSINESS ENTITY INFORMATION

Business Name: Millans Restaurant

Premises Address: 104 Shore Road North Truro, MA 02652

Owner Name: Juan Carlos Millan

Owner Phone: (508) _____ Owner Email: _____

Manager Name: Dawnell Dennison

Manager Phone: (508) _____ Manager Email: _____

ABCC Issues Liquor License Number: #08244-RS-1292

**2. DESCRIPTION OF PROPOSED OUTDOOR (NEW OR ALTERATIONS TO
CURRENT)**

We are proposing an outside patio seating where we can serve drinks while our guests wait for their table to be ready.

Proposed Outdoor Seating Capacity: 10 Number of Entrances: 1

Outdoor Square Footage: 273 Number of Exits: 1

Proposed Hours of Operation for Outdoor Alcohol
Service: 4pm - 10pm Sunday to Saturday

Current Indoor Seating Capacity: 55 Number of Entrances: 3

Current Indoor Square Footage: 2964 Number of Exits: 3

Number of Floors: 1

Current Hours of Operation for Indoor Dining/Alcohol Service: 4 - 10 pm Sunday to Saturday

Floor Plan (required): Please provide a detailed description of the proposed outdoor area, the arrangement of furniture, square footage or area, number of tables and seats, perimeter fencing/barrier/petition of the proposed area, vehicle impact protection, café umbrellas, outdoor heaters, tents or coverings, ingress and egress, signage, storage, and any other equipment. Any outdoor service areas should be contiguous to the current licensed premises with a clear and direct view of the outdoor area from inside the licensed premises.

Parking Plan (required): If additional seating is requested from original approval, applicant must provide a detailed parking plan.

3. OCCUPANCY OF PREMISES

The applicant shall demonstrate a legal right of access to use the proposed outdoor space, either through ownership or lease. Please complete all fields below and provide proof of legal occupancy of the premises. (e.g. deed or lease)

Own or Lease Property: Lease Property

Landlord Name: Lexvest 104 Shore Road LLC

Landlord Address: 141 Parker Street, Suite 305, Maynard, MA 01464

Landlord Email: _____ Phone Number: (781) _____

Proof of Permission for proposed outdoor alcohol service (required): If leasing the property, please provide written permission from the owner approving of the proposed outdoor alcohol service along with a copy of the lease.

4. REQUIRED ATTACHMENTS CHECKLIST

- Completed application for use of outdoor space for alcohol service
- Legal Right to Occupy (copy of deed or lease; and written permission from Landlord, if applicable)
- Detailed Floor Plan
- Certificate of Insurance as proof of insurance as set forth in the procedures and rules
- Parking Plan
- Copy of current Liquor License

5. APPLICANT'S STATEMENT

- a) 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;
- b) 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;
- c) 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;
- d) I understand that any physical alterations to or changes to the size of the area, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;
- e) I understand that the licensee's failure to operate the license 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
- f) I acknowledge receipt of the Town of Truro Policy, Procedures and Rules for Use of Outdoor Space for Alcohol Service and will comply with all such procedures and rules.

I HEREBY CERTIFY UNDER THE PAINS AND PENALTIES OF PERJURY THAT THE INFORMATION CONTAINED HEREIN IS TRUE AND ACCURATE.

Owner/Manager Signature:  _____

Name (printed): Juan Carlos Millan Date: 4/24/2025

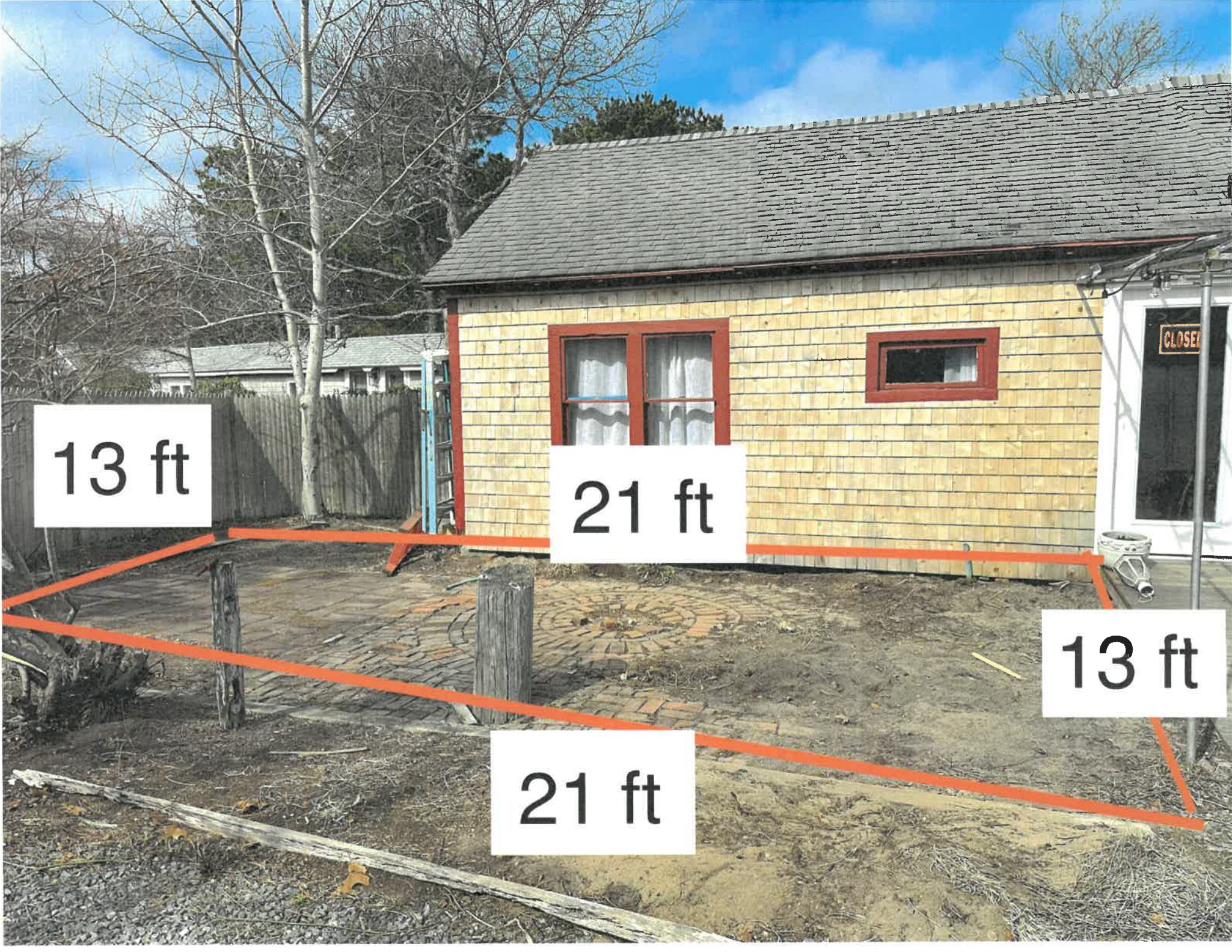
(Please submit application and require documents to the Select Board's Office)

Town Internal Routing, with approval received as necessary, including (but not limited to)

- Select Board (LLA) _____
- Town Manager _____
- Health Agent _____
- Police Chief _____
- Fire Chief _____
- Building Commissioner _____
- Town Planner _____

Internal checklist:

- Departmental reviews _____
- Abutter notices sent via certified mail _____
- Legal Ad for Hearing Notice _____
- Select Board LLA Hearing Date: _____
- Select Board LLA Approval Date: _____
- Notification date sent to ABCC: _____

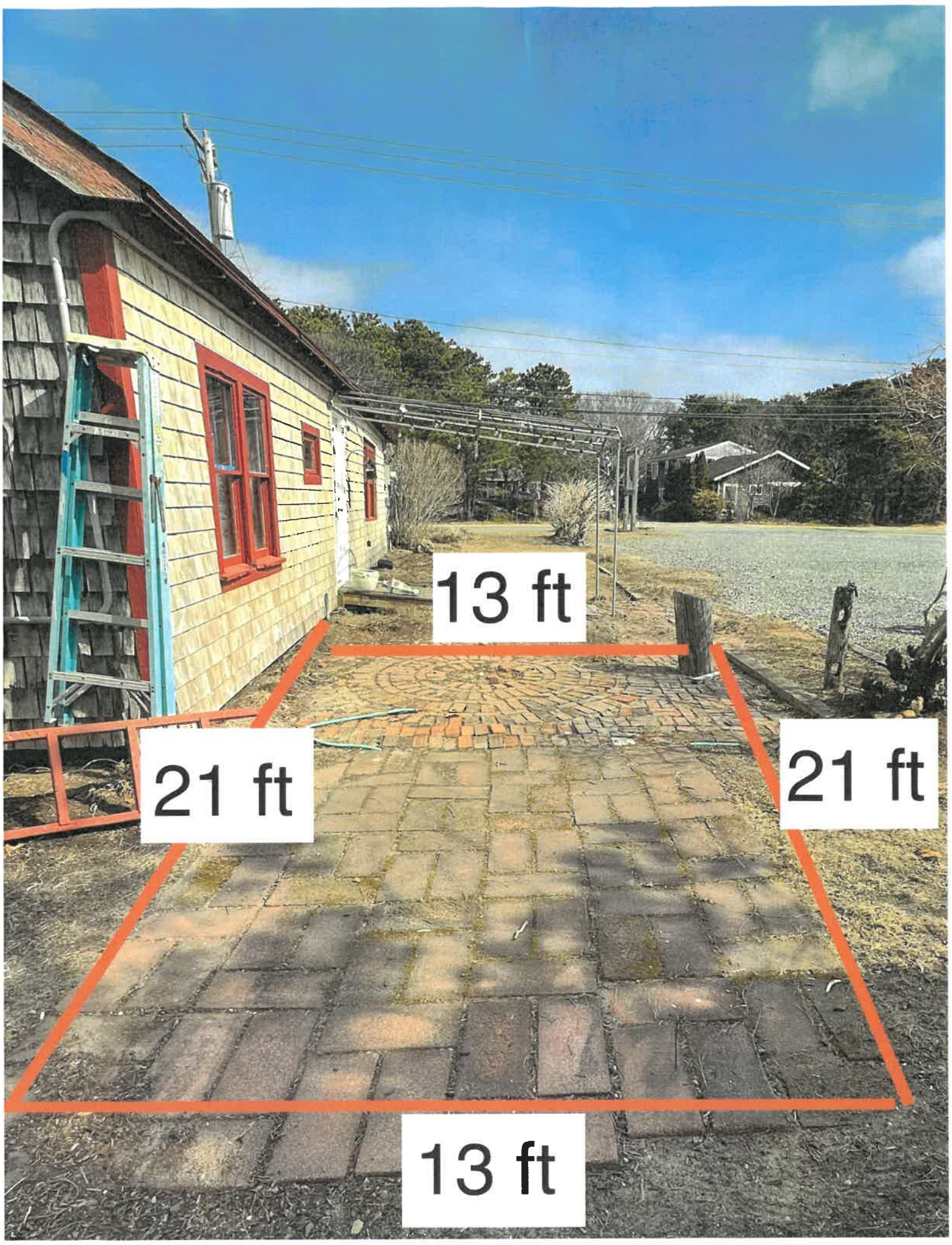


13 ft

21 ft

13 ft

21 ft



13 ft

21 ft

21 ft

13 ft



*The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission*

☐ For Reconsideration

LICENSING AUTHORITY CERTIFICATION

Truro

City/Town

ABCC License Number

TRANSACTION TYPE (Please check all relevant transactions):

The license applicant petitions the Licensing Authorities to approve the following transactions:

- | | | | |
|--|---|---|---|
| <input checked="" 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 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/
Directors/LLC Managers | <input type="checkbox"/> Change of Ownership Interest
(LLC Members/LLP Partners, Trustees) | <input type="checkbox"/> Issuance/Transfer of Stock/New Stockholder | <input type="checkbox"/> Change of Hours |
| <input type="checkbox"/> Outdoor Only
Alteration of Premises | <input type="checkbox"/> Other: <input type="text"/> | <input type="checkbox"/> Change of DBA | |

APPLICANT INFORMATION

Name of Licensee Millan's Restaurant LLC

DBA Millan's Restaurant

Street Address 104 Shore Rd

Zip Code 02652

Manager Dawnell Dennison

Granted under Special Legislation? Yes ☐ No ☒

\$12 Restaurant

Seasonal

All Alcoholic Beverages

Type
(i.e. restaurant, package store)

Class
(Annual or Seasonal)

Category
(i.e. Wines and Malts / All Alcohol)

If Yes, Chapter
of the Acts of (year)

DESCRIPTION OF PREMISES

Complete description of the licensed premises

The restaurant interior space for serving includes two dining areas (18'22" x 18'1") and (22'8"x17'2") and interior counter bar (18'9"x8'4"). 1 Entrance, and 3 exits, on one floor. Seating for 55 people. 104 Shore Rd, North Truro.

LOCAL LICENSING AUTHORITY INFORMATION

Application filed with the LLA: Date: 04/17/2024

Time: 11:56AM

Advertised: Yes ☒ No ☐ Date Published: 5/2/2024, 5/9/2024

Publication: Provincetown Independent

Abutters Notified: Yes ☒ No ☐ Date of Notice:

Date APPROVED by LLA

05/14/2024

Decision of the LLA

Approves this Application

Additional remarks or conditions
(E.g. Days and hours)

For Transfers ONLY:

Seller License Number:

Seller Name:

The Local Licensing Authorities By:

Kristen Reed - Sharon Ann
John K. D...
...

Alcoholic Beverages Control Commission
Ralph Sacramone
Executive Director

**LICENSE
ALCOHOLIC BEVERAGES**

THE LICENSING BOARD OF

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

MASSACHUSETTS

HEREBY GRANTS A

COMMON VICTUALER

License to Expose, Keep for Sale, and to Sell

All Kinds of Alcoholic Beverages

To Be Drunk On the Premises

**To, Millan's Restaurant LLC DBA Millan's Restaurant
Dawnell Dennison, Manager**

on the following described premises

The restaurant interior space for serving alcohol includes two dining areas (18'22" x 18'1") and (22'8" x 17'22") and interior counter bar (18'9" x 8'4"). There is one (1) entrance and three (3) exits, on one floor. Located at 104 Shore Rd, North Truro.

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires January 15th 2025 unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this 14th day of May 2024

The Hours during which Alcoholic Beverages may be sold are

From.....

Monday-Saturday

4:00pm-10:00pm

.....Sunday 4:00pm-10:00pm

..ABCC License # 08244-RS-1292

[Signature]

[Signature]

[Signature]

[Signature]

[Signature]

LICENSING BOARD

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



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Licensing Department

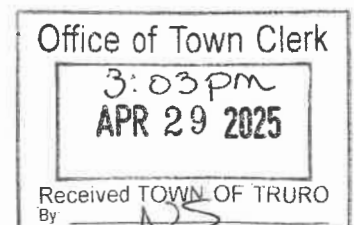
Tel: 508-349-7004, Extension: 10 or 24 Fax: 508-349-5505

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

TOWN OF TRURO PUBLIC HEARING PROPOSED OUTDOOR SPACE FOR ALCOHOL SERVICE

The Truro Select Board will hold a Public Hearing **Tuesday, May 27, 2025, at 5:00 p.m.** on an application from Juan Carlos Millan, Manager/Owner of Millan's Restaurant, 104 Shore Road, North Truro, MA, for a Use of Outdoor Space for Alcohol Service. The hearing will take place at Truro Town Hall, 24 Town Hall Road, Truro, MA 02666 and remotely via Zoom: <https://us02web.zoom.us/j/84720782445> or 1-646-931-3860 Meeting ID: 847 2078 2445. Comments from the public will be heard and all interested parties are urged to attend.

Susan Areson
Select Board Chair



LICENSING DEPARTMENT
PUBLIC HEARING
PROPOSED OUTDOOR SPACE
FOR ALCOHOL SERVICE

The Truro Select Board will hold a Public Hearing **Tuesday, May 27, 2025, at 5:00 p.m.** on an application from Juan Carlos Millan, Manager/Owner of Millan's Restaurant, 104 Shore Road, North Truro, MA, for a Use of Outdoor Space for Alcohol Service. The hearing will take place at Truro Town Hall, 24 Town Hall Road, Truro, MA 02666 and remotely

via Zoom:

[https://us02web.zoom.](https://us02web.zoom.us/j/84720782445)

[us/j/84720782445](https://us02web.zoom.us/j/84720782445)

or 1-646-931-3860

Meeting ID: 847 2078 2445.

Comments from the public will be heard and all interested parties are urged to attend.

Susan Areson
Select Board Chair

Published: Provincetown Independent,
May 8 and May 15, 2025

LEXVEST 104 SHORE ROAD, LLC

April 28, 2025

Re: Milan's Restaurant

To Whom it May Concern,

Please accept this letter as Lexvest 104 Shore, LLC's permission for Milan's Restaurant to activate the proposed outdoor seating and outdoor alcohol service, subject to the required Board of Health approvals, in the area designated by Milan's on the submitted plans.

I can be reached at 781 if you have any further questions.

Very Truly Yours,

LEXVEST 104 SHORE, LLC

By: The Lexvest Group, LLC, its manager



By: Matthew G. Blackham
Its President & CFO



**TOWN OF TRURO
SELECT BOARD
REGULATION FOR USE OF OUTDOOR RESTAURANT
SPACE
FOR ALCOHOL SERVICE**

Per the Alcoholic Beverages Control Commission Advisory issued May 1, 2024, ABCC approval is no longer required to approve applications to alter the premises of an establishment with a liquor license to add outdoor alcoholic beverage table service areas (Outdoor table service, is defined as a restaurant service that includes food prepared on-site and under a food establishment permit issued by a municipal authority pursuant to 105 CMR 590.00 that is served to seated diners outside the restaurant building envelope, whether on a sidewalk, patio, deck, lawn, parking area or other outdoor space). Licensees shall apply directly to the Town of Truro for such approvals. Full ABCC advisory has been attached to the end of this Regulation.

The Select Board of the Town of Truro hereby issues the following Regulation to create a process to enable establishments with liquor licenses to expand their premises to accommodate the service of alcohol in designated outdoor areas.

I. APPLICABILITY

1. For purposes of this Regulation, the term “restaurant” or “food service establishment” shall apply to any facility with a Common Victualer License and/or Food Permit authorizing the consumption for food and drink on the premises of the establishment.
2. For the purpose of this Regulation, the term “license” shall mean a license to serve alcoholic beverages on the premises of a restaurant issued in accordance with G.L. c. 138, §12.
3. The procedures set forth in this Regulation apply only to restaurants with existing licenses to serve alcoholic beverages on the premises. Applicants for new licenses may include outdoor areas as part of the licensed premises in their application, provided that the criteria meets the requirements of this Regulation
4. This Regulation shall not operate or be construed as allowing an increase in the permitted seating capacity (i.e., number of seats) of the restaurant. The seating capacity of the restaurant may be distributed between indoor and outdoor areas. At the time of application, the licensee shall indicate on submitted plans any such distribution of seats as provided herein.
5. Restaurants with existing licenses that have designated outdoor areas approved as part of their licensed premises may continue to use those areas provided that they comply with all applicable laws concerning the service of food and drink at the restaurant and all other applicable laws and regulations; provided, however, that there shall be no expansion or increase in occupancy of any existing outdoor area unless such expansion or increase is approved in accordance with this Regulation.

6. This Regulation shall supersede any inconsistent Select Board Regulations for the duration of the application of the policy.
7. This Regulation shall remain in effect unless sooner revoked or modified.

II. PROCEDURE

1. The Town Manager shall oversee the application process after consultation with, but not limited to, the Health Department, Fire Department, Building Department and Police Department.
2. Any existing restaurant with a license to serve alcoholic beverages on the premises issued pursuant to G.L. c. 138, §12, may apply to expand their licensed premises to add outdoor table service by filing a written application on a form approved by the Select Board.
3. The application shall be accompanied by an application fee adopted by the Select Board and an advertising fee for publication of notice of the public hearing.
4. The application shall include a plan showing the location of the proposed outdoor seating area, the size of the outdoor seating area, the number of seats and tables that will be located in the outdoor seating area, signage, vehicle impact protection plan, storage area (if any), and any other relevant information required by the Town Manager and/or the authorities having jurisdiction.
5. The application shall include proof of lawful control over the proposed outdoor area, whether by ownership, lease or other agreement, and proof of insurance to cover the licensed area. A statement from the licensee's insurer that the existing policy covers the outdoor area is sufficient.
6. The plan must describe the area in detail, including dimensions, seating capacity, and maximum occupancy and be shown on a stamped plan prepared by a surveyor or engineer.

Alternative: The plan does not have to be stamped by a surveyor or engineer or be to scale, but it must show the outdoor seating area with enough detail, including the dimensions, seating capacity, and maximum occupancy, for the board and Town officials to review the proposed seating layout and where the outdoor seating area is in relation to the building, the parking lot and other features of the site.

7. If the application requests additional seating from the current approved capacity on the license, the applicant must provide a detailed parking plan which provides for 1 space for every additional 4 seats and one additional space for every 2 employees on the largest shift, AND documentation that all Board of Health requirements have been met, including but not limited to an adequate system to treat all wastewater.
8. Upon receipt of a completed application, it will be submitted to the Select Board with a copy to the Health Agent/Board of Health, Building Commissioner, Fire Chief, Police Chief, and Town Planner (if required). The Select Board office will provide departmental copies.

9. Upon receipt of comments or concerns from Town officials, the Select Board will schedule a hearing in accordance with G.L. c. 138, § 15A. The hearing shall be advertised and abutters shall be notified in accordance with said Section 15A.
10. Applicants must be available for said hearing to answer questions from the Town of Truro Select Board. The Town of Truro Select Board will allow public comment and also receive input, if any, from Police, Fire, Health, Planning, Zoning, DPW, and Building Commissioner or other relevant officials.
11. Upon conclusion of the hearing, the Select Board will either grant or deny the application. In addition to taking into account any comments or concerns raised by Town officials, the Board will consider the impact of the proposed seating area on the surrounding neighborhood, including considering impacts from noise, traffic, parking congestion and other nuisance impacts.
12. If the Select Board finds that the proposed outdoor space does not comply with the requirements of this Regulation or any other applicable law, or if the use of the outdoor seating areas poses a threat to public health, safety or welfare, or if the seating plan is likely to cause unreasonable impacts to the neighborhood as described above, the application may be denied.
13. If approved, the authorization may be subject to such conditions as the Select Board deems are necessary for the protection of public health, safety and welfare.
14. If approved, the outdoor table service area will become part of the license and it shall be subject to all terms and conditions thereof, and it will be considered part of the license for purposes of renewal and for purposes of suspension or revocation.
15. Approval may be suspended or revoked by Town of Truro Select Board for any violation of applicable laws and regulations, violation of any term or condition of the approval, or if the outdoor table service area creates nuisance conditions for the surrounding area.

III. REQUIREMENTS AND CONSIDERATIONS

Outdoor seating areas may be located outside the restaurant building envelope, whether on a private walkway, patio, deck, lawn, parking area, or other outdoor space; provided that it remain on the legal/licensed premises, however, if a parking lot is used, there shall be no reduction in handicapped accessible parking spaces. Outdoor seating areas may not be located on public sidewalks and/or public streets and ways or on any other Town-owned property without prior approval and a license agreement from the Town for use of public property.

No outdoor entertainment, including live or recorded music, will be allowed in the outdoor seating area unless the applicant already has an entertainment license allowing such entertainment or if the Select Board grants permission after a public hearing. If outdoor entertainment is granted, there will be no amplified music in order to maintain a reasonable volume level of a peaceful nature with respect to surroundings.

The outdoor seating area shall be within the control of and contiguous to the primary premises, such that wait staff and patrons shall not have to cross streets, private property, or parking lots to

access the outdoor seating area, and must be clearly visible by management from inside the establishment, unless the licensee dedicates management personnel to the outdoor seating area.

The outdoor seating area shall be physically designated with ropes, fencing or other barriers, and the restaurant shall be responsible for ensuring that there is no consumption of alcohol outside of the designated outdoor seating area. The applicant shall provide in its application a description of the measures that will be implemented to ensure that alcoholic beverages are not provided to minors.

The outdoor seating area shall comply with all requirements of the Americans with Disabilities Act and applicable regulations of the Massachusetts Architectural Access Board.

All other regulations and permit conditions, including hours of operation, shall remain in effect, and the outdoor seating areas shall be subject to inspection by agents of the Town of Truro Select Board, Building Department and Board of Health. Once approved, the conditions set forth in this Regulation shall become part of the licenses and permits for the restaurant and any violation shall be considered a violation of the terms of said licenses and permits.

The Select Board reserves the right to impose additional requirements on a case-by-case basis as may be necessary to protect public health, safety and welfare.

If any provision of this Regulation or the application thereof to any person or circumstance is held to be invalid, the remainder of this regulation, including the application of such part or provision to other persons or circumstances, shall not be affected and shall continue in full force and effect. To this end, the provisions of this policy are severable.



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT Administration

REQUESTOR: Noelle Scoullar, on behalf of District Attorney Galibois

REQUESTED MEETING DATE: May 27, 2025

ITEM: District Attorney Robert Galibois Briefing to the Select Board

EXPLANATION: District Attorney Robert Galibois is providing updates to all Select Boards across the district. The update will be approximately 10 minutes and he is happy to take questions from the Board.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: N/A

SUGGESTED ACTION: *None. Discussion/ update only.*

ATTACHMENTS: None



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Kelly Clark, on behalf of Susan Girard-Irwin Select Board Liaison to the Ad Hoc Building Committee

REQUESTED MEETING DATE: May 27, 2025

ITEM: Update on May 20, 2025 Ad Hoc Building Committee Work Session

EXPLANATION: Member Girard-Irwin who serves as the Select Board Liaison to the Ad Hoc Building Committee (AHBC) will provide a brief update on the recent AHBC work session held on May 20, 2025 and facilitated by local resident and trained facilitator, Anne Greenbaum.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: N/A

SUGGESTED ACTION: *None. Discussion/ update only.*

ATTACHMENTS: None



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT Fire Department

REQUESTOR: Timothy Collins Fire Chief/EMD

REQUESTED MEETING DATE: May 27, 2025

ITEM: Review and Possible Approval of Fire Inspection Fee for Multi-Unit Buildings

EXPLANATION: Currently the Town does not have a fire inspection fee for multi-unit buildings. The current fee structure only provides for single family homes. The proposed fee schedule recommends the implementation of a fire inspection fee for multi-unit residential and commercial buildings to support the cost of routine fire safety inspections. The fee would enhance fire prevention services and ensure building compliance with fire codes and improve community safety. In looking at the fee structure of neighboring communities on the Outer Cape, the attached fee schedule would put us in line with our neighboring communities

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The Department would have no mechanism to charge a fee for multi-unit buildings in the Town.

SUGGESTED ACTION: *Motion to Approve the Proposed Fee Schedule for the Truro Fire Department.*

ATTACHMENTS:

1. Proposed Fee Schedule



Truro Fire Department

Current Fee Structure for Permits, Certificates, and Inspections



Permits & Inspections

Permit for Oil Burner Installation or Removal	\$50.00
Permit for Double Walled Tank Installation or Removal	\$50.00
Permit for Above Ground Storage Tank (AST)	\$50.00 (each tank)
Permit for Underground Storage Tank (UST)	\$50.00 (each tank)
Permit to Remove Underground Storage Tank	\$50.00 (each tank)
Renewal Permit for UST (Annually)	\$50.00 (each tank)
Tank Truck Inspection	\$50.00 (each truck)
Permit to Install Propane Gas Cylinder Exchange Cage	\$50.00
Permit for Cutting & Welding (Hot Works)	\$50.00
Permit for Black Powder/Ammunition Storage	\$50.00
Permit for Fireworks Display	\$100.00
Individual/Single Request Fire & Medical Reports	\$10.00 (per report)

Certificate of Compliance for Smoke Detectors & Carbon Monoxide Alarms

Single family homes	\$50.00
2 family dwellings	\$100.00
3 to 6 units (per building)	\$150.00
6 or more units (per building)	\$300.00



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Select Board

REQUESTOR: Susan Areson, Select Board chair

REQUESTED MEETING DATE: May 27, 2025

ITEM: Discussion of search process, materials and timeline for town manager appointment

EXPLANATION: Acting Town Manager Kelly Clark's temporary appointment lasts until July 8 and can be renewed for another 90 days. The Select Board wishes to fill the town manager job on a permanent basis. Section 5-1-3 of the Truro Charter requires the board to advertise the town manager vacancy in the International City/County Management Association (or similar) trade publication and two newspapers with statewide or regional distribution. The board met in a workshop on May 21 to update the job description, draft an advertisement and set an application deadline for the job. Several votes are needed to approve the work accomplished at that session.

FINANCIAL SOURCE (IF APPLICABLE): Cost of advertising the position

IMPACT IF NOT APPROVED: The search process will be delayed.

SUGGESTED ACTION: *Four separate motions:*

MOTION to accept the updated Town Manager job description. (WITH EDITS)

MOTION to accept the draft advertisement and direct staff to have it published once each in the Cape Cod Times, the Boston Globe and online with the Massachusetts Municipal Association with an application deadline of June 13, 2025, and to post the vacancy, job

description and the Truro Local Comprehensive Plan on the employment opportunities page of the Truro website as resources for applicants.

MOTION to have Clerk Nancy Medoff work with Acting Town Manager Kelly Clark on a remote work policy for the town manager that will be presented to the full board for consideration by July 2, 2025.

MOTION to authorize the chair to work with the executive assistant and IT director to establish a protocol for email applications and a secure online folder for storing applications that will be reviewed by the Select Board and/or an outside consultant.

ATTACHMENTS:

1. Updated Town Manager job description (from May 21 workshop)
2. Copy of draft advertisement



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

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

Town of Truro

Job Description

Title: Town Manager

Reports to: Truro Select Board

Position profile: In conformity with the requirements of the Truro Charter, in particular the provisions of Chapter 5, the Town Manager shall serve as the Chief Administrative Officer of the Town under the direction of and accountable to the Select Board.

The job requires exceptional communication skills, strong leadership and financial management abilities, and municipal management experience.

Appointment: The Select Board will, by an affirmative vote of at least four of its five members, appoint a Town Manager whose terms of employment will be set by negotiated employment contract.

Specific Duties: The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

The Town Manager will oversee the annual operating budget and capital expenditures budget to ensure all funds are expended or committed in accordance with General Law, this the Truro Town Charter, Bylaws, or Town Meeting vote.

The Town Manager will be the chief administrative officer of the Town and responsible for administering and coordinating all appointed Town employees, offices, and departments. The manager serves as the primary spokesperson for the town.

The Town Manager, in conjunction with the Select Board, will administer and enforce the Personnel Bylaw and any other personnel rules or regulations adopted by the Town or by collective bargaining agreements.



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

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

The Town Manager shall provide the Select Board with administrative support, including policy recommendations, meeting materials and operational guidance.

The Town Manager shall support the Select Board in preparation and execution of Town Meetings, including preparation of warrant articles, motion book, planning, logistics and infrastructure.

Principal Areas of Responsibility

A. Financial

With the approval of the Select Board, the Town Manager will establish and, transmit to all department heads and budget managers a schedule for delivery of the annual operating budget and capital improvement plan for the ensuing fiscal year.

The Town Manager will submit to the Select Board a draft budget of the probable expenditures of the Town government (including the draft school budget) for the ensuing fiscal year. The draft budget shall include revenue projections for the ensuing fiscal year; and a summary of the Town's debt position and projections.

Also included should be an explanation of any service changes, major expenditure changes, or changes from the current fiscal year's financial policies, and the reason for those changes.

The Town Manager will submit to the Select Board a five-year capital improvement plan and a list, together with supporting data, of all capital improvements proposed to be undertaken in the next five years; such list to include all capital improvements of the School Department and those resulting from any intermunicipal or regional agreements.

The Town Manager will keep a record of property owned by the Town in excess of a certain value to be determined by the Select Board and the Finance Committee and ensure that a full and complete record of the financial and administrative activities of the town is kept.

The Town Manager will be the Chief Procurement Officer responsible for purchasing for all Town offices or departments, except supplies and services purchased for the School Department.



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

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

The Town Manager will keep the Select Board fully informed as to the availability of all sources of outside funding, both public and private, including, but not limited to, intergovernmental grants, so called "in-lieu-of-taxes" payments, gifts, bequests, contributions or otherwise.

B. Operations

The Select Board will act in its executive capacity as the chief goal-setting, policy-making and long-range planning body of the Town and as such shall regularly provide direction to the Town Manager, who shall administer the day-to-day affairs of the Town in accordance with such goals, policies, or plans.

The Town Manager will attend all meetings of the Select Board and may attend any regular meeting of any multimember body of the Town, and may speak, but not vote, at any such meeting. The Town Manager will attend all sessions of the Town Meeting.

The Town Manager shall represent Truro in its relations with federal, state, county, and local units of government as directed by the Select Board.

The Town Manager will keep the Select Board fully informed as to the needs and problems of the Town.

The Town Manager will inform the Select Board of any vacancies in Town offices and multimember bodies which are appointed by the Select Board.

Warrants for the expenditure of Town funds, prepared and signed by the Town Accountant in accordance with Mass. General Law, shall be approved by the Town Manager.

The Select Board will appoint a collective bargaining team, which shall include the Town Manager and may include members of the Select Board, labor counsel and those department heads whose employees shall be subject to the collective bargaining agreement. The collective bargaining team will appoint one of its members to serve as the negotiator.

C. Personnel

More detail on personnel provisions is specified in the Truro Charter.



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

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

The Town Manager shall, in conjunction with the Select Board, develop and maintain a personnel plan establishing the staffing requirements of all Town departments or offices, except for those of the School Department.

The Town Manager shall ensure that attendance records and job descriptions, including qualifications and compensation schedules, are written, signed and maintained for all employees and appointed officials. The Town Manager will annually review compensation schedules and make recommendations regarding modification of the schedules to the Select Board.

The Town Manager may, with the approval of the Select Board, establish, reorganize, consolidate, or abolish any positions which are subject to the direction and supervision of the Town Manager, except as otherwise provided by General Law or Bylaw. The creation of any new position under this section shall not become effective until the position has been funded by Town Meeting.

The Select Board shall deal with employees who are subject to the direction and supervision of the Town Manager solely through the Town Manager.

The Town Manager will make appointments on the basis of merit and fitness alone, and may suspend or remove Town officials or employees who are subject to the direction and supervision of the Town Manager for just cause.

After consultation with the Select Board, the Town Manager will appoint all department heads reporting to that office. The Town Manager shall appoint all full-time, part-time or seasonal employees, except those of the School Department.

Qualifications:

A bachelor's degree, preferably in public administration, granted by an accredited degree-granting college or university.

At least three years of compensated service in public administration at a managerial level, provided that the educational qualification is in public administration. Otherwise the professional qualifications shall include at least six years' compensated service in public administration, with at least three of those years at a managerial level.



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

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Applicants should be certified as a Massachusetts Public Purchasing Official. If the applicant does not hold a current certification, successful completion of the training program within one year, at the applicant's expense, will be required.

Other skills desired in a successful candidate:

- Must demonstrate prior success in leading a complex municipal organization and be competent in all areas of municipal management and operations, but especially in housing, finance, environmental issues, communications and economic and community development.
- Must be adaptable, flexible and have an understanding of small-town municipal management.
- Must be a skilled listener who is willing to develop and sustain credible relations with year-round and part-time residents, staff, business owners, volunteers, other Cape Cod town managers and Cape Cod National Seashore officials.
- Must be able to delegate effectively, mentor department heads, and provide support and motivation to Town employees.
- Must be confident, compassionate, organized and patient and lead by example.
- Must have a sensitivity to, and respect for, the culture of the community.
- Must be a strategic thinker, particularly in regard to housing, finance and budgeting, environmental issues, tourism, community building, economic development and project management.
- Must have strong verbal and written communication and presentation skills.
- Must be able to speak articulately, clearly and concisely.
- Will be expected to be inclusive, collaborative, ethical and committed to transparency in government.
- Must be knowledgeable about municipal management best practices and able to implement them.
- Must be able to develop and encourage creative thinking to solve long-term issues.



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

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

- Should be technologically savvy, understanding the benefits appropriately used technology can provide.
- Should support data-driven decision making.
- Should be policy-minded and skilled at long-term planning.
- Should be skilled at managing time to accommodate regular off-hours meetings and events.
- Should be enthusiastic and strive to build morale.
- Should enjoy engaging with community members, including working alongside volunteers and attending Town events and activities.

THIS SECTION WAS MOVED FROM BEGINNING OF DESCRIPTION:

Weekly Hours: The Town Manager shall be required to devote the amount of time necessary to discharge effectively, professionally, and diligently the duties of the position. The Town Manager's work week shall ordinarily consist of a five-day week, Monday through Friday, of forty (40) hours.

Additionally, evening and/or weekend hours may be necessary from time to time in order to discharge their duties. Therefore, the Town Manager will be allowed a flexible time schedule that permits, for example, the employee to take non-accruable compensatory time from work at their discretion, and with the knowledge of the Select Board, without such time being charged against available benefit leave time.

The Town Manager shall devote full time to the duties of the office and shall not hold any other public office, elected or appointed, nor be engaged in any other business, occupation, or profession while serving in such office, unless such action is approved in advance and in writing by the Select Board.

Job Environment: Work is performed in a typical office setting and at multiple locations within the town, as well as at meeting sites in other towns. Makes frequent contacts with Town departments/boards/committees, citizens, members of the business and building community, attorneys, local, state, and federal officials and the general public. Contacts are by telephone, e-mail, and in person.



TOWN OF TRURO

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Remote work at times is appropriate by agreement between the Select Board and Town Manager.

(This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.)

Town Manager

Truro, MA (2,400 pop., 25,000 in summer), seeks a municipal manager with strong communication and finance skills to serve as Town Manager. Truro has a \$27.8M budget. Candidates should have a bachelor's degree in public administration or related field (master's preferred) and 5 years of experience. Experience with housing challenges, financial management, environmental issues, and economic development preferred. Annual salary of \$190K+/, negotiable, DOQ. Truro is an EOE.

Visit [Employment Opportunities | truroma](#) for job description, community profile. Résumé and cover letter in a single PDF via email, by June 13, 2025, Subject: Truro TM, to: **ADDRESS HERE**



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Kelly Clark, Acting Town Manager

REQUESTED MEETING DATE: May 27, 2025

ITEM: Update on FY2025 Goals and Objectives, Discussion on FY2026 Goals and Objectives Process Planning, and Vote to Set the Date of the FY2026 Goals and Objectives Public Hearing

EXPLANATION: The Charter requires that “The Select Board shall annually, during the month of June, hold a meeting for the purpose of stating the Board's goals for the coming fiscal year. The Board will revisit its goals for the year concluding and review its accomplishments relative to those goals. This presentation is to be followed by a question and answer session led by the Town Moderator. All Town Officials, Department Heads and Chairpersons of multi-member bodies shall attend. The meeting and its agenda shall be advertised in one or more local papers and on the Town of Truro Website and the general public shall be invited” (4-2-11).

Staff has contacted the Town Moderator and he is available to hold the public hearing on the FY2026 Goals & Objectives during the July 8, 2025 Select Board meeting. In advance of that meeting, staff recommends that the Board proceed with the development of the FY2026 Goals & Objectives as follows:

- May 27th: Set date of hearing on FY2026 Goals & Objectives
Agree on timeline for FY2026 Goals & Objectives development
Review progress on FY2025 Goals & Objectives
- June 10th: Agenda Item: Discussion on FY2026 Goals & Objectives updates and additions (no subtractions or prioritization)
- June 24th: Agenda Item: Discussion on FY2026 Goals & Objectives updates and additions (no subtractions or prioritization)
- July 8th: Public hearing: All proposed FY2026 Goals & Objectives are Presented and public comment is received.
Agenda Item: FY2026 Goals & Objectives are refined based on public

feedback and prioritization or deletion of Goals & Objectives. If ready, finalize and adopt FY2026 Goals & Objectives

- July 22nd: (If needed) Agenda Item: Finalize FY2026 Goals & Objectives

The Local Comprehensive Plan, approved at the 2023 Special Town Meeting is available here: https://www.truro-ma.gov/sites/g/files/vyhlif9766/f/uploads/april_19_2024_local_comprehensive_plan_1.pdf to help inform the goal-setting process.

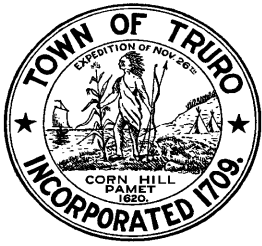
FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: There will not be a clear process for setting the FY2026 Goals & Objectives, nor will a public hearing date be set.

SUGGESTED ACTION: *MOTION TO proceed with the FY2026 Goals & Objectives preparation as provided and to set the public hearing date for the FY2026 Goals & Objectives as July 8, 2025 at 5pm.*

ATTACHMENTS:

1. Progress Report on FY2025 Select Board Goals & Objectives—to be emailed and posted in advance of the meeting



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: May 27, 2025

ITEM: Discussion and Approval of Select Board Liaisons

EXPLANATION: With the recent Annual Town Election on May 13, 2025, the Board should review and designate Select Board liaisons to other appointed and elected committees for the upcoming year. The attached list includes the most recent Select Board liaison assignments. The Select Board Liaison Policy (Policy Memorandum #34) is included for reference as Board members consider which assignments they wish to commit to.

A blank copy of the list is also attached for your notes. Acting Town Manager Clark will record the new assignments during the meeting.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Select Board liaisons will remain the same and some boards/committees/commissions will not have a liaison assigned to them.

SUGGESTED ACTION: *Motion to approve the revised list of liaison assignments as determined at tonight's meeting.*

ATTACHMENTS:

1. Select Board Liaison Policy (Policy Memorandum #34)
2. Current (FY25) Liaison Assignments
3. Blank FY26 Liaison Assignments List

TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

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

Policy Memorandum #34

Date: Revised June 3, 2014; October 17, 2017; Revised September 13, 2022

***This policy was revised at the September 13, 2022 Select Board meeting solely to reflect the titles used in the Town Charter for the Town Manager and Select Board and to modify language to be gender neutral. No changes were made to the content of the Policy at that meeting.**

Subject: Select Board Liaison Policy

The Truro Select Board hereby adopts the following policy for the Select Board Liaison position that provides for the inter-working, communication and coordination with all of the standing Town Multi-member Boards, Committees, and Commissions.

Annually, the Select Board will assign Select People to serve as a liaison to all of the standing Town Multi-member Boards, Committees and Commissions. The Select Board Liaison is not a member of the committees he/she is assigned to and will have no voting privileges.

Liaison Responsibilities:

1. The Select Board Liaison will not be expected to attend meetings on a regular basis. The Select Board Liaison should attend meetings when significant issues are being discussed and/or action is to be taken and upon the invitation of the Chair.
2. The Select Board Liaison is encouraged to attend at least one meeting in order to introduce themselves to committee members and to brief the committee on the role and purpose of the liaison position.
3. Upon assignment, the Select Board Liaison will distribute this policy memorandum to the Chair of each assigned committee.
4. The Select Board Liaison will establish a working relationship with the Chair of each committee they are assigned to and be available for consultation when needed.
5. The Select Board Liaison will be the point of contact for those multi-member bodies they are assigned to. The Liaison is responsible for communicating relevant information and actions by the Select Board to their assigned committees. They are also responsible for reporting back to the Select Board any developments, information and actions taken by their assigned committees relevant to the work of the Select Board.

Multi-Member Boards, Committees and Commissions Responsibilities:

1. The Chair of each multi-member body will ensure that the Select Board Liaison is sent advance notice of each meeting as well as all meeting agendas and minutes.
2. The Chair will inform the Select Board Liaison of any significant issues under current or potential future discussion that are relevant to the roles and responsibilities of the Select Board or that may require future action by the Select Board.
3. The Chair will invite the Select Board Liaison to meetings when needed with as much advance notice as possible in order to ensure attendance.
4. The Chair will request through the Select Board Liaison a joint meeting with the Select Board when the multi-member Body determines that an issues requires:
 - A. the action of the Select Board;
 - B. direction from the Select Board; or,
 - C. specific information or guidance needs to be provided to the Select Board on an issue under the purview of the Multi-member Body.
5. For those Multi-member Bodies where members are directly or jointly appointed by the Select Board, a vacancy should be immediately reported to the Town Manager and the Select Board Liaison so that the vacancy can be filled in an appropriate and timely manner.



Kristen Reed, Chair



Robert Weinstein, Vice Chair



John Dundas, Clerk



Susan Areson



Stephanie Rein

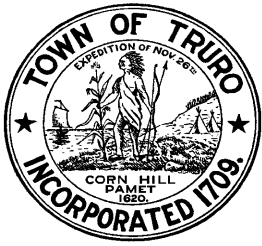
Select Board
Town of Truro

BOARDS AND COMMITTEES LIAISON LIST FY2025

Board/ Committee/ Commission	Select Board Liaison FY2025
Ad Hoc Building Committee—For the Future Public Works Facility	Susan Girard-Irwin
Ad Hoc Municipal Revenue Task Force	
Ad Hoc Town Seal Committee	Stephanie Rein
Ad Hoc Walsh Property Advisory Committee	Stephanie Rein
Agricultural Commission	Stephanie Rein
Appeals, Zoning Board of	Bob Weinstein
Assessors, Board of	Nancy Medoff
Beach Advisory Committee	Stephanie Rein
Bike and Walkways Committee	Sue Girard-Irwin
Budget Task Force (2)	Sue Areson and Nancy Medoff
Cable and Internet Advisory Committee	Stephanie Rein
Cemetery Commission	Sue Areson
Charter Review Committee	Nancy Medoff
Climate Action Committee	Stephanie Rein
Commission on Disabilities	Stephanie Rein
Community Preservation Committee	Sue Girard-Irwin
Concert Committee	Sue Girard-Irwin
Conservation Commission	Nancy Medoff
Council on Aging Board	Sue Girard-Irwin
Cultural Council	Sue Girard-Irwin
Energy Committee	Bob Weinstein
Finance Committee	Sue Areson
Health, Board of	Sue Girard-Irwin
Historical Commission	Bob Weinstein
Housing Authority	Sue Areson
Human Services Committee	Nancy Medoff
Library Trustees	Bob Weinstein
Open Space Committee	Sue Areson
Pamet Harbor Commission	Bob Weinstein
Part-Time Resident Advisory Committee	Sue Areson
Planning Board	Bob Weinstein
Recreation Advisory Committee	Stephanie Rein
School Committee	Sue Girard-Irwin
Shellfish Advisory Committee	Bob Weinstein
Taxation Aid Committee	Sue Areson
Zoning Task Force	Nancy Medoff

BOARDS AND COMMITTEES LIAISON LIST FY2026

Board/ Committee/ Commission	Select Board Liaison FY2026
Ad Hoc Building Committee— For the Future Public Works Facility	
Ad Hoc Municipal Revenue Task Force	
Ad Hoc Town Seal Committee	
Ad Hoc Walsh Property Advisory Committee	
Agricultural Commission	
Appeals, Zoning Board of	
Assessors, Board of	
Beach Advisory Committee	
Bike and Walkways Committee	
Budget Task Force (2)	
Cable and Internet Advisory Committee	
Cemetery Commission	
Charter Review Committee	
Climate Action Committee	
Commission on Disabilities	
Community Preservation Committee	
Concert Committee	
Conservation Commission	
Council on Aging Board	
Cultural Council	
Energy Committee	
Finance Committee	
Health, Board of	
Historical Commission	
Housing Authority	
Human Services Committee	
Library Trustees	
Open Space Committee	
Pamet Harbor Commission	
Part-Time Resident Advisory Committee	
Planning Board	
Recreation Advisory Committee	
School Committee	
Shellfish Advisory Committee	
Taxation Aid Committee	
Zoning Task Force	



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Planning

REQUESTOR: Barbara Carboni, Town Planner & Land Use Counsel

REQUESTED MEETING DATE: May 27, 2025

ITEM: Authorize Chair Areson to sign “Contractor Authorized Signatory Listing” related to grant from Executive Office of Energy and Environmental Affairs (EOEEA).

EXPLANATION:

- The Town was awarded a \$50,000 Planning Grant from EOEEA to funding continued work of consultant Rhyne Civic Strategies in FY2025 and FY2026.
- The paperwork associated with this grant consists of the Commonwealth’s Standard Contract Form with Scope of Services attached, and **Contractor Authorized Signatory Listing**. This Signatory Listing form identifies persons authorized to sign contracts and other legal documents on behalf of the Town. In this case, it will identify Kelly S. Clark, Acting Town Manager.
- The Signatory Listing form must be signed by the Chief Executive Officer, in this case, Chair Areson.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The Town will not be able to access the grant funds awarded.

SUGGESTED ACTION: Motion to authorize the Chair to sign the Contractor Authorized Signature Listing identifying Kelly S. Clark, Acting Town Manager, as authorized signatory for purposes of the EOEEA Planning Grant.

ATTACHMENTS: Commonwealth Standard Contract (Planning Grant)
Contractor Authorized Signatory Listing

COMMONWEALTH OF MASSACHUSETTS | STANDARD CONTRACT FORM



This form is jointly issued and published by the Office of the Comptroller, the Executive Office for Administration and Finance, and the Operational Services Division as the default contract for all Commonwealth Departments when another form is not prescribed by regulation or policy. The Commonwealth deems void any changes made on or by attachment (in the form of addendum, engagement letters, contract forms or invoice terms) to the terms in this published form or to the [Standard Contract Form Instructions and Contractor Certifications](#), the [Commonwealth Terms and Conditions](#), the [Commonwealth Terms and Conditions for Human and Social Services](#) or the [Commonwealth IT Terms and Conditions](#) which are incorporated by reference herein. Additional non-conflicting terms may be added by Attachment. Contractors are required to access forms at macomptroller.org/forms or mass.gov/lists/osd-forms.

CONTRACTOR INFORMATION			COMMONWEALTH INFORMATION		
Contractor Legal Name		d/b/a	Department		MMARS Code
Legal Address As entered on Form W-9 or Form W-4			Contract Manager Name		Business Mailing Address
Contract Manager Name			Billing Address If Different		
Phone	Email	Fax	Phone	Email	Fax
Vendor Code VC			MMARS Doc ID(s)		
Vendor Code Address ID AD e.g. "AD001". Note: The Address ID must be set up for Electronic Funds Transfer (EFT) payments.			RFR/Procurement or Other ID Number		
NEW CONTRACT			CONTRACT AMENDMENT		
Procurement or Exception Type (Check one option only) Statewide Contract (OSD or an OSD-designated department.) Collective Purchase (Attach OSD approval, scope, and budget.) Department Procurement - Includes all Grants 815 CMR 2.00 . (Attach Solicitation Notice or RFR, and Response or other procurement supporting documentation.) Emergency Contract (Attach justification for emergency, scope, and budget.) Contract Employee (Attach Employee Status Form, scope, and budget.) Interim Contract with new Contractor (Attach justification for Interim Contract and updated scope/budget.) Other Procurement Exception (Attach authorizing language, legislation with specific exemption or earmark, and exception justification, scope, and budget.)			Current Contract End Date PRIOR to Amendment		
			Amendment Amount Or Enter "No Change"		
			Amendment Type (Check one option only. Attach details of amendment changes.) Amendment to Date, Scope, or Budget (Attach updated scope and budget.) Interim Contract with Current Contractor (Attach justification for Interim Contract and updated scope/budget.) Contract Employee (Attach any updates to scope or budget.) Other Procurement Exception (Attach authorizing language/justification and updated scope/budget.)		
TERMS AND CONDITIONS					
The Standard Contract Form Instructions and Contractor Certifications and the following document are incorporated by reference into this Contract and are legally binding (Check ONE option): Commonwealth Terms and Conditions Commonwealth Terms and Conditions for Human and Social Services Commonwealth IT Terms and Conditions					
COMPENSATION (Check ONE option.)					
The Department certifies that payments for authorized performance accepted in accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to intercept for Commonwealth owed debts under 815 CMR 9.00 . Rate Contract (No Maximum Obligation). (Attach details of all rates, units, calculations, conditions or terms and any changes if rates or terms are being amended.) Maximum Obligation Contract. Total maximum obligation for total duration of this contract (or new total if contract is being amended):					
PROMPT PAYMENT DISCOUNTS (PPD)					
Commonwealth payments are issued through Electronic Funds Transfer (EFT) 45 days from invoice receipt. See Prompt Pay Discounts Policy .					
Contractors requesting accelerated payments must identify a PPD as follows: Payment issued within: 10 days % PPD. 15 days % PPD. 20 days % PPD. 30 days % PPD. If PPD percentages are left blank, identify reason:					
Statutory/legal Ready Payments (M.G.L. c. 29, § 23A) Agree to standard 45-day cycle Only initial payment					
BRIEF DESCRIPTION OF CONTRACT PERFORMANCE or REASON FOR AMENDMENT					
Enter the Contract title, purpose, fiscal year(s) and a detailed description of the scope of performance or what is being amended for a Contract Amendment. Attach all supporting documentation and justifications.					
SUPPLIER DIVERSITY PROGRAM (SDP) PLAN					
Does the Supplier Diversity Program apply? YES If YES, the Contractor's annual SDP commitment for this Contract is NO If NO, and the department is an Executive Department, enter the appropriate exemption:					
ANTICIPATED START DATE (Complete ONE option only.)					
The Department and Contractor certify for this Contract, or Contract Amendment, that Contract obligations:					
1. may be incurred as of the Effective Date (latest signature date below) and no obligations have been incurred prior to the Effective Date.					
2. may be incurred as of _____, 20____, a date LATER than the Effective Date below and no obligations have been incurred prior to the Effective Date.					
3. were incurred as of _____, 20____, a date PRIOR to the Effective Date below, and the parties agree that payments for any obligations incurred prior to the Effective Date are authorized to be made either as settlement payments or as authorized reimbursement payments, and that the details and circumstances of all obligations under this Contract are attached and incorporated into this Contract. Acceptance of payments forever releases the Commonwealth from further claims related to these obligations.					
CONTRACT END DATE					
Contract performance shall terminate as of _____, 20____, with no new obligations being incurred after this date unless the Contract is properly amended, provided that the terms of this Contract and performance expectations and obligations shall survive its termination for the purpose of resolving any claim or dispute, for completing any negotiated terms and warranties, to allow any close out or transition performance, reporting, invoicing or final payments, or during any lapse between amendments.					
CERTIFICATIONS					
Notwithstanding verbal or other representations by the parties, the "Effective Date" of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified above, subject to any required approvals. The Contractor certifies that they have accessed and reviewed all documents incorporated by reference as electronically published and the Contractor makes all certifications required under the Standard Contract Form Instructions and Contractor Certifications under the pains and penalties of perjury, and further agrees to provide any required documentation upon request to support compliance, and agrees that all terms governing performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein according to the following hierarchy of document precedence, the applicable Commonwealth Terms and Conditions, this Standard Contract Form, the Standard Contract Form Instructions and Contractor Certifications, the Request for Response (RFR) or other solicitation, the Contractor's Response (excluding any language stricken by a Department as unacceptable, and additional negotiated terms, provided that additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in 801 CMR 21.07 , incorporated herein, provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract.					
AUTHORIZING SIGNATURE FOR THE CONTRACTOR			AUTHORIZING SIGNATURE FOR THE COMMONWEALTH		
Signature and date must be captured at time of signature.			Signature and date must be captured at time of signature.		
Signature		Date	Signature		Date
Print Name		Print Title	Print Name		Print Title

ATTACHMENT A - SCOPE OF SERVICES AND ADDITIONAL TERMS AND CONDITIONS

INSTRUCTIONS: In order to ensure that the Department and the Contractor have a clear understanding of their respective responsibilities and performance expectations, the Following attachment shall contain a specific detailed description of all obligations, responsibilities and additional terms and conditions between the Contractor and the Department which do not modify the Contract boilerplate language. *Attach as many additional pages as necessary.* {See INSTRUCTIONS sheet for more information and suggested provisions to include in ATTACHMENT A.}

The Executive Office of Energy and Environmental Affairs (EEA) hereby grants the Town of Truro \$50,000 for the Zoning Task Force project proposal it submitted to the 2025 round of the Planning Assistance Grant Program. The submitted proposal is attached; the scope of work and budget contained within are hereby included in this contract by reference.

General Conditions:

- EEA funds must be utilized by June 30, 2026 and documentation regarding their use, along with final billing, is to be received no later than August 1, 2026;
- This contract terminates on June 30, 2026. Any contract amendment, including extensions, will be at the sole discretion of EEA;

- The grantee will credit EEA as a funding source in an written deliverable produced as a result of this project;
- The grantee will document the expenditure of any matching funds committed;
- The grantee will submit an electronic copy of any deliverable to EEA; and
- The grantee agrees to notify EEA about the outcomes that result from this project.

ATTACHMENT B - BUDGET AND APPROVED EXPENDITURES

{The Department and Contractor may complete this format or attach an approved alternative Budget format or invoice.}

Items identified below which are not part of the Contract should be left blank.

Attach as many additional copies of this format as necessary, Maximum obligation should appear as last entry.

Contract Expenditures	Unit Rate (per unit, hour, day)	Number of Units	Other Fees or Charges (specify)	TOTAL
Planning Grant				\$10,000 (FY25)
Planning Grant				\$40,000 (FY26)
SUBTOTAL (this page)				\$50,000

MAXIMUM OBLIGATION

\$50,000

Page 1 of 1 Budget pages

Attachment B is subject to any restrictions or additional provisions outlined in Attachment A

**COMMONWEALTH OF MASSACHUSETTS
CONTRACTOR AUTHORIZED SIGNATORY LISTING**

Issued May

2004



CONTRACTOR LEGAL NAME :

CONTRACTOR VENDOR/CUSTOMER CODE:

INSTRUCTIONS: Any Contractor (other than a sole-proprietor or an individual contractor) must provide a listing of individuals who are authorized as legal representatives of the Contractor who can sign contracts and other legally binding documents related to the contract on the Contractor's behalf. In addition to this listing, any state department may require additional proof of authority to sign contracts on behalf of the Contractor, or proof of authenticity of signature (a notarized signature that the Department can use to verify that the signature and date that appear on the Contract or other legal document was actually made by the Contractor's authorized signatory, and not by a representative, designee or other individual.)

NOTICE: *Acceptance of any payment under a Contract or Grant shall operate as a waiver of any defense by the Contractor challenging the existence of a valid Contract due to an alleged lack of actual authority to execute the document by the signatory.*

For privacy purposes **DO NOT ATTACH** any documentation containing personal information, such as bank account numbers, social security numbers, driver's licenses, home addresses, social security cards or any other personally identifiable information that you do not want released as part of a public record. The Commonwealth reserves the right to publish the names and titles of authorized signatories of contractors.

AUTHORIZED SIGNATORY NAME	TITLE

I certify that I am the President, Chief Executive Officer, Chief Fiscal Officer, Corporate Clerk or Legal Counsel for the Contractor and as an authorized officer of the Contractor I certify that the names of the individuals identified on this listing are current as of the date of execution below and that these individuals are authorized to sign contracts and other legally binding documents related to contracts with the Commonwealth of Massachusetts on behalf of the Contractor. I understand and agree that the Contractor has a duty to ensure that this listing is immediately updated and communicated to any state department with which the Contractor does business whenever the authorized signatories above retire, are otherwise terminated from the Contractor's employ, have their responsibilities changed resulting in their no longer being authorized to sign contracts with the Commonwealth or whenever new signatories are designated.

Signature

Date:

Title:

Telephone:

Fax:

Email:

[Listing can not be accepted without all of this information completed.]

A copy of this listing must be attached to the "record copy" of a contract filed with the department.

**COMMONWEALTH OF MASSACHUSETTS
CONTRACTOR AUTHORIZED SIGNATORY LISTING**

Issued May
2004



CONTRACTOR LEGAL NAME :
CONTRACTOR VENDOR/CUSTOMER CODE:

PROOF OF AUTHENTICATION OF SIGNATURE

**This page is optional and is available for a department to authenticate contract signatures.
It is recommended that Departments obtain authentication of signature for the signatory
who submits the Contractor Authorized Listing.**

This Section MUST be completed by the Contractor Authorized Signatory in presence of notary.

Signatory's full legal name (print or type):

Title:

X _____
Signature as it will appear on contract or other document (**Complete only in presence of notary**):

AUTHENTICATED BY NOTARY OR CORPORATE CLERK (PICK ONLY ONE) AS FOLLOWS:

I, _____ (NOTARY) as a notary public certify that I witnessed
the signature of the aforementioned signatory above and I verified the individual's identity on this date:

_____, 20 ____.

My commission expires on:

AFFIX NOTARY SEAL

I, _____ (CORPORATE CLERK) certify that I witnessed the
signature of the aforementioned signatory above, that I verified the individual's identity and confirm the individual's
authority as an authorized signatory for the Contractor on this date:

_____, 20 ____.

AFFIX CORPORATE SEAL



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: May 27, 2025

ITEM: Payomet Theater Seasonal 7-Day Entertainment License

EXPLANATION: MGL Chapter 140 § 181 provides local authority to license performance events. Payomet Performing Arts has submitted an Entertainment License application for their 2025 Season, with a Commonwealth of Massachusetts License for Public Entertainment on Sunday.

Performances will commence on Sunday, June 8, 2025, through Sunday, October 5, 2025, from 9:00am-11:00pm.

The Entertainment application was reviewed by the Chief of Police and approved.

The Tent has been inspected by the Fire Chief and passes.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Performances will not continue for Payomet Performing Arts Center at 29 Old Dewline Rd (Highland Center) in Truro.

SUGGESTED ACTION: *Motion to approve the Seasonal 7-Day Entertainment License and Sunday Entertainment License for Payomet Performing Arts for the 2025 Season and the Commonwealth of Massachusetts License for Public Entertainment on Sunday and to Authorize the Chair to electronically sign the Sunday, State License and the Board to electronically sign the 7-Day Seasonal license.*

ATTACHMENTS:

1. 2025 Entertainment Application and Sunday State Entertainment Application



TOWN OF TRURO

Licensing Department

PO Box 2030, Truro, MA 02666

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

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

Application for an Entertainment License

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

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

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

BUSINESS/ORGANIZATION INFORMATION

Payomet Performing Arts Center

Payomet, Inc

Name of Applicant

Business/Organization Name

PO Box 1202, Truro, MA 02666

Mailing Address of Business/Organization

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

☒ Yes

☐ No

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

Allison Welch

Contact Person

Phone Number

Email

INDIVIDUAL APPLICANT INFORMATION

Individual's Name

Mailing Address

Phone Number

Email Address

EVENT INFORMATION

June-Oct 2025

Performing arts

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

Purpose of Event (example: fundraiser)

Hours of Event (from - to) 9am - 11 pm

PPAC, 29 Old Dewline Road, Truro, MA

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

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

CCNS, 99 Marconi Site Road, Wellfleet,

Property Owner Name and Address

Phone number

Seating Capacity: 688

Occupancy Number: 688

Approximate number of people attending 10-688

Name of Caterer (if applicable)

Truro Application for Entertainment License

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

Will an admission fee be collected? ☐ Yes ☐ No

Will there be a One Day Alcohol License ☐ Yes ☐ No

If yes; you must also apply for a One Day Alcohol License

Will there be Police Traffic Control? ☐ Yes ☐ No

ENTERTAINMENT INFORMATION

Type of Entertainment: Please check the appropriate boxes.

Dancing: ☒ By Patron ☒ By Entertainers ☐ No Dancing

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

Number of Musicians & Instruments (Type) varies

Amplified System: ☒ Yes ☐ No

Shows: ☒ Theater ☐ Movies ☐ Floor Show ☐ Light Show
☐ No Show

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

Applicant's Signature

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

Allison Welch/Kevin Rice

12/27/24

Signature

Date

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

Office Use Only

APPROVAL

License No. _____

Select Board Chair _____ Meeting Date _____

Police Department Jamie Calise Date _____

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

State Fee, \$ 85.00
Municipal Fee, \$ 350.00

THE COMMONWEALTH OF MASSACHUSETTS
TOWN OF TRURO



LICENSE

For

PUBLIC ENTERTAINMENT ON SUNDAY

The Name of the Establishment is Payomet, Inc in or on the property at No. 29 Old Dewline Road, Truro, Ma 02666 (address)

The Licensee or Authorized representative, Kevin Rice, Executive Director in accordance with chapter 136 of the General Laws, as amended, hereby request a license for the following program or entertainment:

DATE	TIME	Proposed dancing or game, sport, fair, exposition, play, entertainment or public diversion
<u>June 15, 2025 -</u> <u>October 5, 2025</u>		
		See list

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

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

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

Do not write in this box

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

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

Payomet Confirmed Shows + Events at Highland Center 2025		Updated 5/10/25
Date	Artist	Estimated Show Size
Sunday, June 8	Ocean Poetry Reading 5pm	100
Saturday, June 21	CC Womens Fest	650
Sunday, June 22	Samantha Fish 6pm	300
Sunday, June 29	Couch 6pm	300
Tuesday, July 1	Tent Talk - Wild Care 10am	45
Tuesday, July 1	Suede	175
Sunday, July 6	Country Band Lawler	200
Tuesday, July 8	Tent Talk - Jules Hotz 10am	50
Thursday, July 10	Galactic	650
Friday, July 11	FFF-Payomet Circus Talent 10am	40
Saturday, July 12	The Wailers	650
Sunday, July 13	Circus Show	100
Tuesday, July 15	Tent Talk - Dan & Marty 10am	50
Wednesday, July 16	Ladysmith Black Mambazo	400
Friday, July 18	FFF-Payomet Circus Talent 10am	40
Friday, July 18	Henhouse Prowlers	200
Saturday, July 19	Roomful of Blues	275
Sunday, July 20	Jimmy Tingle	100
Monday, July 21	Walter Parks and the Unlawful Assembly	200
Tuesday, July 22	Tent Talk - Walter Parks 10am	75
Tuesday, July 22	Rosanne Cash	600
Wednesday, July 23	Graham Nash	500
Sunday, July 27	Tray Wellington 6pm	150
Tuesday, July 29	Tent Talk - Wild Care 10am	75
Thursday, July 31	Cecile McLorin Salvant	300
Saturday, August 2	Start Making Sense	600
Sunday, August 3	CimaFunk/Pan-Mass Celebration Party	300
Tuesday, August 5	Perla Batalla: a letter to Leonard Cohen	400

Saturday, August 9	Joan Osborne Sings Dylan	400
Sunday, August 10	Joanne Shaw Taylor	200
Tuesday, August 12	Tent Talk - Woodstock 10am	50
Tuesday, August 12	Nick Lowe and the Straitjackets	300
Friday, August 15	FF-Muttville Comix 10 am	75
Sunday, August 17	GALA	100
Tuesday, August 19	Dave Mason	500
Sunday, August 24	Burlesque	75
Monday, August 25	Burlesque	75
Tuesday, August 26	Jake Shimabukuro	500
Wednesday, August 27	Duane Betts	350
Saturday, August 30	Patty Larkin & Lucy Kaplansky	300
Sunday, August 31	Asleep At The Wheel 6pm	375
Sunday, September 7	Payomet Circus	50
Saturday, September 13	Tuba Skinny	250
Sunday, September 14	Tom Rush 6pm	350
Saturday, September 20	Valerie June	300
Sunday, September 21	Payomet Circus	50
Saturday, September 27	Robert Cray	600
Sunday, September 28	Payomet Circus	50
Saturday, October 4	Carolyn Wonderland	175
Sunday, October 5	Payomet Circus	50

UTICA NATIONAL INSURANCE GROUPIssuing Company: UTICA MUTUAL INSURANCE COMPANY

A MEMBER OF UTICA NATIONAL INSURANCE GROUP

**LIQUOR LIABILITY COVERAGE PART
DECLARATIONS**

Policy No: (

Renewal of Number*

Named Insured and Mailing Address(No., Street, Town or City, County, State, Zip Code)* PRODUCER NO.: 70444

PAYOMET INC.,

PRODUCER: Kaplansky Ins Agency, Inc

P.O. BOX 1202, TRURO, MA, 02666

Policy Period: *

From 10-25-2024

to 10-25-2025

at 12:01 A.M. Standard Time at your mailing
address shown above.

IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS OF THIS POLICY, WE
AGREE WITH YOU TO PROVIDE THE INSURANCE AS STATED IN THIS POLICY.

LIMITS OF INSURANCE				
Aggregate Limit				\$ 2000000
Each Common Cause Limit				\$ 1000000
BUSINESS DESCRIPTION AND LOCATION OF PREMISES				
Form of Business*				
<input type="checkbox"/> Individual	<input type="checkbox"/> Joint Venture	<input type="checkbox"/> Partnership	<input checked="" type="checkbox"/> Organization (Other than Partnership or Joint Venture)	
Business Description:*				
Location of All Premises You Own, Rent or Occupy:*				
Location #1, 29 OLD DEWLINE RD, NORTH TRURO, MA 02652				
PREMIUM				
Classification	Code No.	Premium Basis	Rate	Advance Premium
See General Liability Declarations				\$594
			Total Advance Premium	\$594
Premium shown is payable: *\$594 at inception; \$		1st Anniversary; \$		2nd Anniversary
FORMS AND ENDORSEMENTS (other than applicable Forms and Endorsements shown elsewhere in the policy)				
Forms and Endorsements applying to this Coverage Part and made part of this policy at time of issue=:				

Countersigned:*

Date:

By Shannon C Peck

Authorized Representative

*Entry optional if shown in Common Policy Declarations.

=Forms and Endorsements applicable to this Coverage Part omitted if shown elsewhere in the policy.

THESE DECLARATIONS AND THE COMMON POLICY DECLARATIONS, IF APPLICABLE, TOGETHER WITH THE COVERAGE FORM(S) AND
FORMS AND ENDORSEMENTS, IF ANY, ISSUED TO FORM A PART THEREOF, COMPLETE THE ABOVE NUMBER POLICY.

Includes copyrighted material of Insurance Services Office, Inc. with its permission. Copyright, Insurance Services office, Inc., 1988.

COMMERCIAL GENERAL LIABILITY DECLARATIONS - CONTINUED

POLICY NUMBER:

Item No.	Locations/Classifications	Code No. St.-Terr.	Premium Basis	Rates		Advance Premium	
				OTHER	PR/CO	OTHER	PR/CO
001A	Theaters - Other than Not-For-Profit only	49184 MA-517	Admissions 20	PER THOUSAND 183.233	.000	\$ 4	\$ 0
	PR/OP & PR/CO Minimum Premium Adjustment					\$ 157	
001B	8DLL Liquor Liability		Units of Exposure 100000	1.991		\$ 199	
	Liquor Liability Minimum Premium Adjustment					\$ 395	
002B	8E3548 General Liability Extensions Endorsement						\$ 250
Total Advance Other and PR/CO						\$ 755	\$ 250
TOTAL ADVANCE PREMIUM						\$ 1,005	

ITEM LETTER CODE

A=HAZARD

B=FORM

C=FLAT CHARGE



The Commonwealth of Massachusetts
Department of Industrial Accidents
1 Congress Street, Suite 100
Boston, MA 02114-2017
www.mass.gov/dia

Workers' Compensation Insurance Affidavit: General Businesses.
TO BE FILED WITH THE PERMITTING AUTHORITY.

Applicant Information

Please Print Legibly

Business/Organization Name: Payomet, Inc
Address: 29 Old Dewline Road
City/State/Zip: Troy, MA 02666 Phone #: 508

Are you an employer? Check the appropriate box:

1. ☒ I am an employer with 20 employees (full and/or part-time).*
2. ☐ I am a sole proprietor or partnership and have no employees working for me in any capacity.
[No workers' comp. insurance required]
3. ☐ We are a corporation and its officers have exercised their right of exemption per c. 152, §1(4), and we have no employees. [No workers' comp. insurance required]**
4. ☐ We are a non-profit organization, staffed by volunteers, with no employees. [No workers' comp. insurance req.]

Business Type (required):

5. ☐ Retail
6. ☐ Restaurant/Bar/Eating Establishment
7. ☐ Office and/or Sales (incl. real estate, auto, etc.)
8. ☒ Non-profit
9. ☐ Entertainment
10. ☐ Manufacturing
11. ☐ Health Care
12. ☐ Other _____

*Any applicant that checks box #1 must also fill out the section below showing their workers' compensation policy information.

**If the corporate officers have exempted themselves, but the corporation has other employees, a workers' compensation policy is required and such an organization should check box #1.

I am an employer that is providing workers' compensation insurance for my employees. Below is the policy information.

Insurance Company Name: Utica National Insurance Group
Insurer's Address: 100 Genesee St., New Hartford, NY
City/State/Zip: New Hartford, NY 13413

Policy # or Self-ins. Lic. # _____ Expiration Date: 6/25/25
Attach a copy of the workers' compensation policy declaration page (showing the policy number and expiration date).

Failure to secure coverage as required under Section 25A of MGL c. 152 can lead to the imposition of criminal penalties of a fine up to \$1,500.00 and/or one-year imprisonment, as well as civil penalties in the form of a STOP WORK ORDER and a fine of up to \$250.00 a day against the violator. Be advised that a copy of this statement may be forwarded to the Office of Investigations of the DIA for insurance coverage verification.

I do hereby certify, under the pains and penalties of perjury that the information provided above is true and correct.

Signature: Aileen Wain Date: 3-21-25
Phone #: 508 349 2929

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

City or Town: _____ Permit/License # _____

Issuing Authority (circle one):

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

Contact Person: _____ Phone #: _____

**UTICA NATIONAL INSURANCE GROUP**180 Genesee Street
New Hartford, NY 13413

WC 000001A

Issuing Company: Utica National Insurance Company of Texas
MEMBER OF UTICA NATIONAL INSURANCE GROUP

WORKERS COMPENSATION AND EMPLOYERS LIABILITY INSURANCE POLICY

Information Page**1. The Insured and Mailing Address:**Payomet Inc
PO BOX 1202

TRURO

MA 02666

Policy Number:**Prior Policy Number:****Producer:** Kaplansky Ins Agency, Inc
Suite 204,400 Franklin St.
Braintree, MA 02184**Entity of Insured:** Corporation**Producer Number:****SIC#:****Other workplaces not shown above:****Insured's I.D. Number:****NCCI Company Number****Risk I.D. Number:** MA:0000000**2. The policy period is from** 06/25/2024 **to** 06/25/2025 **12:01 AM Standard Time at the insured's mailing address.****3. A. Workers Compensation Insurance: Part One of the policy applies to the Workers Compensation Law of the states listed here:** MA**B. Employers Liability Insurance: Part Two of the policy applies to work in each state listed in Item 3.A.**
The limits of our liability under Part Two are:

Bodily Injury by Accident	\$500,000	Each Accident
Bodily Injury by Disease	\$500,000	Policy Limit
Bodily Injury by Disease	\$500,000	Each Employee

C. Other States Insurance: Part Three of the policy applies to the states, if any, listed here:

All States except those listed in Item 3.A., ND, OH, WA, WY

D. This policy includes these endorsements and schedules:**4. The premium for this policy will be determined by our Manuals of Rules, Classifications, Rates and Rating Plans.**
All information required below is subject to verification and change by audit.

<input type="checkbox"/> See Extension of Information Page Classifications	Code No.	Premium Basis Total est. Annual Remuneration	Rate Per \$100 of Remuneration	Estimated Annual Premium
Minimum Premium: \$ 230 MA		Expense Constant	\$	
Employer's Liab Minimum Premium: \$		Total Estimated Annual Premium	\$	7,881
If indicated below, interim adjustments of premium shall be made:		Deposit Premium	\$	7,881

Issuing Office: New Hartford, NY 13413**Date of Issue:** 09-13-2024**Countersigned by**

8-D-WC Ed. 08-2008

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BILLING NO. 203872414

**WORKERS COMPENSATION AND EMPLOYERS LIABILITY INSURANCE POLICY
EXTENSION OF INFORMATION PAGE**

Item 4. Continued

Page: 1

NCCI Company Number:

Policy Number:

Classifications	Code No.	Premium Basis Total Est. Annual Remuneration	Rate Per \$100 of Remuneration	Estimated Annual Premium
State: MA Location #:1 Theater Noc: All Other Employees (9154) 9154 Term: (06/25/24-06/25/25)	9154	589,078	1.47	\$8,659
State: MA Location #:1 Theater Noc: Players, Entertainers Or Musicians (9156) 9156 Term: (06/25/24-06/25/25)	9156	65,702	1.43	\$940
Term: (06/25/24-06/25/25)				
Manual Premium	9037		-.25	\$9,599
Rate Deviation	9807		1%	-\$2,400
Employers Liability				\$72
Subject Premium				\$7,271
Merit Rating	9885		.95	-\$364
Standard Premium				\$6,907
Expense Constant	0900			\$338
Certified Acts of Terrorism (CAOT)	9740		.0300	\$196
DIA Assessment			.0482	\$440
Total State Premium				\$7,881

**Truro Fire Department
Inspection Report**

**Page: 1
05/19/2025**

**Inspection #: 25-44-IS
Inspection Type: Public Assembly**

Entered: 05/19/2025
By: Chief TIMOTHY COLLINS

Status: Completed

Completed: 05/19/2025 Start: 1230 End: 1250
By: Chief TIMOTHY COLLINS

Approved: 05/19/2025
By: Chief TIMOTHY COLLINS

Disposition: Pass

Paid: No

No Images on File

Location

PAYOMET PERFORMING ARTS TRUST
29 OLD DEWLINE RD Apt. #T5
TRURO MA 02666

INTERNAL REVENUE SERVICE
P.O. BOX 2508
WASHINGTON, DC 20526

DEPARTMENT OF THE TREASURY

Date:

APR 29 2003

Employer Identification Number:

21-1624487

OLE

170530310721000

Contact Person:

W WAYNE ROTHE

ID# 34662

Contact Telephone Number:

8770 838 5500

Our Letter Dated:

FEBRUARY 1999

Addendum Applies:

NO

PAYOMET PERFORMING ARTS CHARITABLE

TRUST

PO BOX 100

NORTH DROM MA 02692

Dear Applicant:

This modifies our letter of the above date in which we stated that you could be treated as an organization that is not a private foundation until the expiration of your advance ruling period.

Your exempt status under section 501(c)(3) of the Internal Revenue Code as an organization described in section 501(c)(3) is still in effect. Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Code because you are an organization of the type described in section 509(a)(1) and 170(b)(1)(A)(iv).

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for or was aware of the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that your status no longer be classified as a section 509(a)(1) organization.

You are required to make your annual information return, Form 990 or Form 990-BE, available for public inspection for three years after the later of (a) the date of the return or the date the return is filed. You are also required to make available for public inspection your exemption application, any supporting documents, and your exemption letter. Copies of these documents are also required to be provided to any individual upon written or in person request without charge other than reasonable fees for copying and postage. You may fulfill this requirement by placing these documents on the Internet. Penalties may be imposed for failure to comply with these requirements. Additional information is available in Publication 557, Tax-Exempt Status for Your Organization, or you may call our toll free number shown above.

As we have indicated in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Letter 1050 (00/CG)

Select Board Minutes

December 17, 2024

Via Zoom Platform (Hybrid)

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

Others Present: Darrin Tangeman-Town Manager; Kelly Clark-Assistant Town Manager; Jarrod Cabral-DPW Director; Bob Higgins-Steele (Energy Committee Co-Chair); Lili Flanders (Climate Action Committee Chair); Maggie Downey (Chief Administrative Officer Cape Light Compact); Laura Kelley (President of POCCA); Attorney Katharine Klein (Town Counsel, KP Law); Cassie Boyd Marsh (President of Bailey Boyd Associates); Kevin Kuechler (Truro Resident); Dennis O'Brien (Truro Resident); Michael Forgione (Truro Resident); C. Whiting Rice (Truro Resident)

Absent: None

Chair Areson opened the meeting at 5:00 pm and read aloud the information for members of the public to join the meeting.

EXECUTIVE SESSION MINUTES REPORT

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: Kevin Kuechler, who suggested Town Hall pursue a new drinking water well due to the presence of PFAS in the water and asked why low levels of PFAS had not been reported when first discovered; Dennis O'Brien who asked that the Select Board stop the environmental assessments planned for 340 Route 6 and stated that they should focus on and save funding for the building design at Town Hall Hill; Michael Forgione who asked for more information about the plan at Cloverleaf to lease two units at market value for 15 years and asked about the total number of units that will be built, the funding source to house employees, and how individuals will qualify for units; C. Whiting Rice who commented on the importance of avoiding the use of toxic pesticides and fertilizers to maintain clean drinking water in the aquifer, which is replenished only by groundwater.

Town Manager Tangeman responded to Mr. Kuechler stating that PFAS and sodium were at levels that did not require reporting, and they are not currently concerned partially because Town Hall employees are provided bottled water. They have explored the possibility of building a new well. DPW Director Cabral stated that his conversations with DEP are available on the website. Town Manager Tangeman also replied to Mr. Forgione, stating that two one-bedroom units at Cloverleaf will be rented at the Fair Market Rate and the town also has workforce housing at 71 North Pamet, and two units at 25 South Highland. Employees living in workforce housing would be paying rent. More information will be given later during the Select Board Action portion of the meeting.

PUBLIC HEARINGS

None

INTRODUCTION TO NEW EMPLOYEES

None

BOARD/COMMITTEE/COMMISSION APPOINTMENTS

None

STAFF/ COMMITTEE UPDATES

A. Cape Light Compact Presentation on Next Three-Year Plan

Presenter: Maggie Downey, Chief Administrative Officer, Cape Light Compact

Maggie Downey stated that the Cape Light Compact manages the Energy Efficiency Programs, negotiates the terms of power supply contracts, and advocates for consumers with the Department of Public Utilities. In 2023 they had 507 residents and businesses in Truro participate in the Energy Efficiency Program and returned \$265,055.11 in rebates and incentives to customers. In 2024, they offered No-Cost Energy Assessments, covering up to 100% of weatherization, and providing rebates for de-carbonization of heating systems. They also offered E-Bike vouchers, Energy Star Appliance rebates, and CVEO applications for servicing homes deemed to be affordable and limited income.

The Cape Light Compact also offers Energy Saver Home Loans for eligible homeowners that provide 20-year loans to cover eligible home improvements. The USDA Rural Energy Savings Program assists with loans to customers to install solar PV projects. They are able to accept 60 homes with loan terms of ten years and up to \$50,000. They have been shifting their focus from energy efficiency to decarbonization. They are also focusing on qualifying renters and low- and moderate-income customers, who have not participated as market rate customers have, as well as small business owners, who more often rent their spaces.

The customer service offered has also been enhanced to assist customers with paperwork and applications. They have also reported that power supply rates are below those of Eversource, and prices have increased due to public policy, natural gas prices, and increased demand for natural gas. Rebates are fillable on their website. To receive energy discounts you must provide proof of income and assets, while energy efficiency programs require only proof of income.

B. Protect Our Cape Cod Aquifer (POCCA) Presentation on Fertilizer and Pesticide Reduction and Related Potential Warrant Articles

Presenter: Laura Kelley, President, POCCA

In 2022 Orleans passed a Fertilizer Reduction Home Rule Petition and a Pesticide Reduction Home Rule Petition in 2023 at town meetings. Eastham and Wellfleet passed Pesticide Reduction Home Rule Petitions in 2024. Laura Kelley hopes to also pass reductions in fertilizer and pesticides in Truro. They are also hoping these can be passed as bills on the state level as well.

Ms. Kelley stated that science has shown pesticides spread and move, exposing individuals even from a distance. Passing these petitions would reduce the amount of exposure to everyone in the town and lessen the impact these chemicals have. Using these chemicals often has unintended consequences, where other animals are harmed as poisons are passed down the food chain and they can end up in drinking water without our knowledge. Recognizing that some people and businesses may still want to use fertilizers or pesticides, there is a waiver form to request to be able to use a fertilizer or a pesticide at your individual address.

Chair Areson stated that the Truro Select Board would be discussing the petition with the Board of Health, the Health and Conservation Agent, and the Conservation Commission before they would approve it to be included in the town warrant. Chair Areson also mentioned Ms. Kelley and POCCA may pursue a citizens petition to ensure it is on the warrant, but Ms. Kelley stated that she would like the Select Board to be involved and recognize it as an opportunity to have more administrative support. In answering Clerk Medoff's question about why the state no longer allowed towns to regulate chemicals in 2014, Ms. Kelley stated it was likely the due to the lobbyists from pesticide companies. Others asked how the use of fertilizers and pesticides would be monitored, and Ms. Kelley stated that although enforcement would be up to the town, the petition does include consequences for breaking the law if it passes.

Ms. Kelley recommends the towns keep separate the petition for fertilizer and the petition for pesticides to increase the likelihood they will pass. The language has been kept the same as that used in the original petition in Orleans. Ms. Kelley also encouraged anyone with a complaint about the use of fertilizers or pesticides to reach out to MDAR until the town passes the petition. Chris Lucy stated there are directions and proper ways to apply fertilizer and pesticides so they have a lower impact, and he also believed that making a law that is difficult to enforce seems too complicated and unnecessary, however Ms. Kelley stated that if another town passed it, it may have a greater likelihood of passing at the state level.

TABLED ITEMS

None

SELECT BOARD ACTION

- A. Vote to Approve, and Execute Where Applicable, Documents for the Cloverleaf Project, at 22 Highland Road, including but not limited: Grant Agreement; Tax Credit Regulatory Agreement and Declaration of Restrictive Covenants; Affordable Housing Restriction; Estoppel Certificate

Presenter: Attorney Katharine Klein, Town Counsel, KP Law

Katharine Klein stated that, as a 40B Project, 11 of 43 units, or 25%, will be affordable and protected at 80% AMI, which is contained in the Tax Credit Regulatory Agreement, which includes a 40B Rider. There is also an Affordable Housing Restriction for which the town is a beneficiary but does not sign it. There is also a grant agreement that sets forward the funds that the town contributed towards the project, \$2.1 million. The final agreement states that since the town is leasing the property to the developer for 99 years, the town is unaware of any

defaults under the ground lease. Up to 70% can be offered at a local preference, which includes town residents, individuals who work in the town, school employees, and families with children in the schools.

Vice Chair Weinstein moved to approve and execute where applicable documents for the Cloverleaf Project at 22 Highland Road, including the following: Grant Agreement; Tax Credit Regulatory Agreement and Declaration of Restrictive Covenants; Affordable Housing Restriction; and Estoppel Certificate; and to authorize the town manager and his designee and Town Counsel to make any immaterial changes to the documents required.

Member Rein seconded the motion.

Roll Call Vote:

Vice Chair Weinstein - Aye

Member Rein - Aye

Clerk Medoff - Aye

Member Girard-Irwin - Aye

Chair Areson – Aye

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

B. Review and Approval of FY2024 Community Development Block Grant Housing Rehabilitation Subgrantee Contract

Presenter: Cassie Boyd Marsh, President, Bailey Boyd Associates

Bailey Boyd Associates issued an RFP for the Housing Rehabilitation Subgrantee, who would be the hands-on staff helping homeowners with the CDBG project. They received and reviewed the two bids, and request that The Resource Inc., Truro's current Housing Rehabilitation Subgrantee, be awarded the contract.

Member Rein moved to approve the CDBG Housing Rehabilitation Subgrantee agreement between the Town of Truro and The Resource Inc. and to authorize the Town Manager to sign.

Vice Chair Weinstein seconded the motion.

Roll Call Vote:

Vice Chair Weinstein - Aye

Member Rein - Aye

Clerk Medoff - Aye

Member Girard-Irwin - Aye

Chair Areson – Aye

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

C. Review and Possible Approval to Enter into a Contract Agreement for Selection and Design of the Preferred Replacement Hydraulic Structure for Truro Center Road and Route 6 (Pamet River) with Woods Hole Group

Presenter: Jarrod Cabral, Public Works Director

DPW Director Cabral stated that they have a proposal from the Woods Hole Group for almost \$1.2 million to create alternatives and models for the Truro Central Road Crossing and Route 6. DOT has been attending meetings and has asked that the town submit alternatives for review. In this next phase they will initiate this proposal and be able to access funding from the USDA \$630,000, DER \$400,000, and CZM \$450,000. The timeline to utilize funding is tight and, though they may ask for an extension, they aim to get everything done prior to the deadlines. They have also been awarded \$2.1 million from NOAA, which is only accessible once they have hired an OPM for the project. Part of this funding will go directly to DER.

In the proposal they had to identify which agency was able to fund certain tasks, considering their individual regulations. There are also tasks that the town will be responsible for, and currently they do have funding that was authorized at the previous Town Meeting, a total of \$87,000, though there may be grants to offset costs as well. USDA has also pledged an additional \$1 million for Mill Pond construction.

Clerk Medoff moved to approve and authorize the Town Manager to sign the Woods Hole Group contract Proposal for advancing the alternatives selection and preliminary design for the Truro Center Road replacement stream crossing

Member Girard-Irwin seconded the motion.

Roll Call Vote:

Vice Chair Weinstein - Aye

Member Rein - Aye

Clerk Medoff - Aye

Member Girard-Irwin - Aye

Chair Areson – Aye

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

D. Water System Infrastructure Update and Discussion, and Request for Future Water Connection (Walsh)

Presenter: Jarrod Cabral, Public Works Director

DPW Director Cabral provided an update on the contract with Stantec that was signed in November, to advance the water tower. Stantec will be studying the water storage tank and evaluating the hydraulic operating parameters and the water storage tank access road and site plan. They are also working with consultants in Provincetown and Wellfleet (Environmental Partners) and have received a model from Provincetown and Wellfleet.

The letter discusses immediate needs and future needs regarding water in Truro and Provincetown. Stantec will help increase the amount of water available to meet the need of 9,900 gallons a day, which will require the water tower. The Select Board suggested some edits for the letter.

Member Rein moved to approve the draft request for the connection to Provincetown water system for the development of the Walsh property to be included in the immediate to near-term growth forecast and authorize the Chair and the Town Manager to sign on behalf of the Select Board.

Vice Chair Weinstein seconded the motion.

Roll Call Vote:

Vice Chair Weinstein - Aye

Member Rein - Aye

Clerk Medoff - Aye

Member Girard-Irwin - Aye

Chair Areson – Aye

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

E. Discussion and Possible Vote on Adopting the Decarbonization Roadmap for the Green Communities Application for Designation

Presenter: Jarrod Cabral, Public Works Director; Brian Boyle and Bob Higgins-Steele, Co-chairs of Energy Committee; Lili Flanders, Chair of Climate Action Committee

The Energy Committee, Climate Action Committee, and School Committee worked together to develop the Decarbonization Roadmap. In 2013 Town Meeting passed Article 33: Resolution on the Climate Crisis and in 2019 a petitioned article established the Climate Action Committee. Policy 43 was updated to comply with the what the OER determined to be a climate leader, and Policy 46, Zero Emissions Vehicle Policy, was updated in 2022 and Memorandum 55, Replacement of Police Vehicles, was also updated and made electric vehicles a priority. They obtained support letters from the Superintendent and the School Committee regarding the Climate Leader Certification and Zero Emission First Policy from the district, as well as the Chief Executive Officer (the Town Manager).

The final draft of the Decarbonization Roadmap was the last requirement. DPW Director Cabral spoke to the Budget Task Force meeting and has requested \$200,000 in the plan for next year for facility needs and hiring a consultant to review the decarbonization plan. They plan to apply for a Climate Leaders grant, for which the maximum award is \$1M, and the Green Community grant for a project addressing the roof upgrade and HVAC at the school this year.

Vice Chair Weinstein moved to adopt the Decarbonization Road Map of the Green Communities Climate Leaders application for certification and to approve and electronically sign the Select Board Memo commemorating the vote.

Member Rein seconded the motion.

Roll Call Vote:

Vice Chair Weinstein - Aye

Member Rein - Aye

Clerk Medoff - Aye
Member Girard-Irwin - Aye
Chair Areson – Aye
So voted, 5-0-0, motion carries.

F. Preliminary Discussion on 2024 Annual Town Report Cover, Theme and Dedication

Presenter: Darrin Tangeman, Town Manager

For the 2024 the Annual Town Report, Truro's pets has been suggested for the cover, theme, and dedication. This is in contrast with the more serious themes used for recent Annual Town Reports. They will continue the discussion in January.

SELECT BOARD REPORTS/COMMENTS

A. Select Board Reports

Vice Chair Weinstein requested that the Superintendent of the Cape Cod National Seashore add signage to inform visitors that it is deer hunting season at the access point by the old Coast Guard station.

Member Rein reported that the Walsh Committee will now be holding two-hour meetings and are looking for a different day and time for meetings. She also stated that she has had constituents approach her about the town seal and she would like to add it back onto the agenda in the new year and prioritize assigning members to the committee. The town is still soliciting members for the Seal Committee.

Clerk Medoff stated that the team in Town Hall working on the water communication plan will be soliciting feedback digitally from community members. She also requested that they assign dates to work sessions once they return in the new year.

Member Girard-Irwin thanked staff for the packet including the slide deck and time stamps for presentations. For the objective of Community Engagement, for which she and Clerk Medoff are responsible, the Board, Committee, and Commission Chair Round Tables will have its second meeting in January and the Community Forums they have facilitated will be led by Barbara Bond and have successfully begun conversations amongst different members of the community.

Chair Areson stated that the Housing Authority is working on research for the Municipal Affordable Housing Trust and they will be holding hybrid meetings/listening sessions. She also asked for an update about the new hire to complete the minutes, to which Town Manager Tangeman said he would provide an update. She also asked about the process of getting contracts on the website.

B. Town Manager Report

Town Manager Tangeman stated that the town has a new hire to complete the minutes, and they have already begun. They are asking them whether they can put more hours into each week to complete the backlog of minutes.

He reported that Town Hall will be closed December 24th, 25th and the 31st and January 1st. Town offices will close at noon on Friday for a staff training on December 20th. The Transfer Station will be open 7:30-11:30 am on December 24th and 31st but closes on December 25 and January 1.

Nicole Tudor is currently serving as the acting Town Clerk and is working on letting the public know she is available. The MMA Conference will be occurring in January and the Select Board has some slots to which Select Board Members can be registered through Nicole and Noelle. They need one more application to fill the five seats and one alternate seat in the Seal Committee.

CONSENT AGENDA

- A. Review/Approve and Authorize Signature: None
- B. Review and Approve Appointment Renewals: None
- C. Review and Approve 2025 Annual Business Licenses: Truro Box Lunch, Millan's Restaurant, Montano's Restaurant
- D. Review and Approve ABCC Annual Town Report on Truro Annual and Seasonal Alcohol Licenses
- E. Review and Approve Select Board Meeting Minutes: None

Chair Areson moved to approve the consent agenda as printed in the packet

Member Girard-Irwin seconded the motion.

Roll Call Vote:

Vice Chair Weinstein - Aye

Member Rein - Aye

Clerk Medoff - Aye

Member Girard-Irwin - Aye

Chair Areson – Aye

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

NEXT MEETING AGENDA

Regular Meeting: January 14, 2025

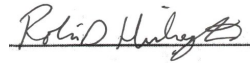
Town Manager Tangeman stated they may have introductions to new town employees and discussions and appointments to the Seal Committee. They will also have an update for the Cloverleaf groundbreaking. Chair Areson also stated that they may want to add to a work session discussing the Code of Conduct, Complaint Policy, and others.

Chair Areson made a motion to adjourn at 7:36 pm.

Chair Areson seconded the motion.

By unanimous consent, the meeting was adjourned.

Respectfully submitted,



Robin D. Huibregtse
Board Support/CPC Coordinator

Susan Areson, Chair

Robert Weinstein, Vice Chair

Nancy Medoff, Clerk

Stephanie Rein, Member

Susan Girard-Irwin, Member

Public Records Material Attachments

Presentation Slides

Town of Orleans-Special Act to Prohibit the Application of Fertilizer - Revised 09.23.22

Town of Orleans-Home Rule Petition for a Pesticide Reduction Bylaw

- a. Waiver Form
- b. Allowable Materials List
- c. Mass Invasive Plant List

Grant Agreement

Tax Credit Regulatory Agreement and Declaration of Restrictive Covenants (red-lined and execution versions)

Affordable Housing Restriction (red-lined and executive versions)

Estoppel Certificate

Bailey Boyd Associates, Inc. memo

Sub Grantee Bid Comparison Sheet

Agreement

Woods Hole Group contract proposal

Draft Letter: Request for connection to Provincetown Water System for development of the Walsh property to be included in the immediate to near-term growth forecast
Decarbonization Roadmap for the Green Communities Application for Designation
Draft Memo from Truro Select Board Regarding the Vote on Decarbonization Roadmap for the Green Communities Application for Designation
2023 Annual Town Report Cover and Dedication
Renewal Application for 2025: Millan's Restaurant-Common Victualer
Renewal Application for 2025: Truro Box Lunch-Common Victualer
Renewal Application for 2025: Montano's Restaurant-Common Victualer
2024 Annual ABCC Report from Truro
ABCC Annual Report Memo

Select Board Minutes

March 25, 2025

Via Zoom Platform (Hybrid)

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

Others Present: Kelly Clark-Assistant Town Manager; Chris Palmer (Climate Action Coordinator); Dennis O'Brien (Truro Resident, Lead Petitioner); Michael and Denise Nover (Truro Part-time Residents); Sharon Basco Koch (Truro Resident); Julian Cyr (Massachusetts State Senator); Kristy Senatori (Cape Cod Commission Executive Director); Emily Beebe (Health & Conservation Agent); Richard Roberts (Planning Board Chair); David Bernard (Zoning Task Force Chair); Anne Greenbaum (Planning Board Vice Chair); Michael Cohen (Charter Review Committee Chair); Clinton Kershaw (Truro Resident, Lead Petitioner)

Absent: None

Chair Areson opened the meeting at 5:00 pm and read aloud the information for members of the public to join the meeting.

EXECUTIVE SESSION MINUTES REPORT

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: Dennis O'Brien who stated he had misattributed the statement about being able to build a DPW facility for under \$20 million and corrected it to be Wesley Stinson; Michael and Denise Nover who read comments that they had sent on March 10 to the Zoning Task Force by themselves and their neighbors regarding potential impacts of the development of the Walsh Property and the Zoning Overlay District; Chris Lucy who provided examples of how the OPM Tony Garrett has been dishonest and asked that they remove him from the Ad Hoc Building Committee; Rita McCarthy who stated that the regulations, conditions, and impacts of the Seasonal Community designation are in development and may cause the town to be bound by state conditions that remain unknown.

PUBLIC HEARINGS

None

INTRODUCTION TO NEW EMPLOYEES

None

BOARD/COMMITTEE/COMMISSION APPOINTMENTS

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

Presenter: Susan Areson, Chair

Assistant Town Manager Clark noted that there is a second applicant to this position that was not invited to this meeting and recommended waiting to hold a vote on this position until after their interview.

Sharon Basco Koch stated that she had worked in print journalism and publishing, running a series of science books. She often asked experts to assist her in understanding these science books. She also worked for public radio and wrote for magazines about science and technology, and she has a lot of experience with conducting research. She often reads newsletters and statements from commissions and has a deep interest in technology being developed to address climate change. She believes she would bring to the Conservation Commission the ability to research a topic until she really understands it. She stated that she is familiar with the rules and regulations governing the Commission and she is able to make decisions based on these. She is a very interested citizen who has dealt with science and technology, though she also feels she would need to review cases decided on by the commission to become more familiar.

STAFF/ COMMITTEE UPDATES

A. Overview of Commonwealth of Massachusetts Seasonal Communities Designation

Presenter: State Senator Julian Cyr's Office

Julian Cyr defined a "seasonal communities designation" as toolkit within the Affordable Homes Act for towns that need policy tools from the legislature to address the housing crisis and rising housing costs. 67% of the housing stock in Truro is seasonal, which is the highest on the Cape. The policy recognizes municipalities with fluctuating populations and profound seasonal housing demands to support year round communities and housing.

The establishment of the Year Round Housing Trust would subsidize housing above area median income with year-round deed restrictions. The trust would allow communities to develop housing for municipal employees as essential community infrastructure. Projects would be able to utilize LIHTC Dollars and towns would be allowed to spend money on municipal employee housing as well as artists and creative housing. Towns could expand their Residential Tax Exemption, increasing the threshold to 50%. Towns could also adopt bylaws or ordinances allowing them to develop housing on undersized or merged lots as long as they are designated for year-round housing. All of the tools available through the Seasonal Community Designation are optional, though the town is already pursuing many initiatives.

The only required term is accepting bylaws around merged and undersized lots and tiny homes. There is also a Seasonal Communities Advisory Counsel that is identifying other tools towns may need. Senator Cyr stated that a reason to accept the law despite not having the regulations promulgated, is that the housing crisis has impacted available workforce for Truro and they have been asking for these resources to address these issues. He also noted that not having a Seasonal Community Designation may hurt the town when applying for grants and funding from the state in the future. Senator Cyr said Truro would only have to accept stipulations tiny homes, however Chair Areson said she would forward concerns around merged lots to his office. His office will follow-up

with more information about items they are working on for waste water, drinking water, and property tax exemptions.

B. Cape Cod Commission's "Year in Review"

Presenter: Kristy Senatori, Cape Cod Commission Executive Director

Kristy Senatori reviewed the Regional Housing Strategy, released earlier this year and informed by stakeholders, Cape organizations, and municipalities. It includes local zoning recommendations and regional recommendations regarding funding and program opportunities as well as resources to support implementation. They developed model bylaws and housing profiles for towns and the county. They have a pre-approved plans project, which contains model housing plans for different housing types, community housing trusts, and a housing bank.

They have reviewed a fresh water strategy, looking at the Cape's fresh water ponds and lakes. Currently they are reviewing public comments and editing the draft of the strategy. It includes resources to protect and restore fresh water sources for homeowners and municipalities and an online data portal. Funding is available for the regional fresh pond monitoring program and will continue along with the coastal monitoring they have been providing. The Commission provides administrative and technical support to the Water Protection Fund Management Board, approving subsidies for water quality and waste water projects across the Cape.

They have several projects on transportation, and the Vision Zero Action Plan, a nation-wide initiative, is designed to improve road safety and address traffic fatalities and would make all town's eligible for "Safe Streets and Roads for All" implementation grants and gain access to federal funding.

Climate and Coastal Resiliency projects have developed model bylaws and regulations. All 15 towns have participated in the Regional Low-lying Roads Project and now have conceptual plans for vulnerable road segments, including Shore Road in Truro.

In 2024 they completed the Comprehensive Economic Development Strategy, for which they are advancing many priority actions that focus on efforts to incentivize year-round housing, advocate for the replacement of the bridges, and other priorities. Truro's local Comprehensive Plan was certified last fall. They also launched the update to their regional policy plan, which encouraged building housing in the right places, promoted redevelopment and reuse and preserving natural areas, economic resiliency, climate action, and infrastructure.

Kevin Grunwald, Truro's representative to the Cape Cod Commission, stated that a benefit of the Commission is that we are able to see the initiatives of other towns and see what has worked well for them. The Commission reviews Developments of Regional Impact (DRIs), and a potential DRI instigated the reconsideration of building stairways on fragile coast lines. Mr. Grunwald stated that they are seeing more DRIs.

Vice Chair Weinstein asked Ms. Senatori about the environmental impact of the construction of the new bridges, and she stated the environmental impact reports will be available this spring. She also directed people to the MassDOT website for comprehensive information.

C. Staff Update on Municipal Vulnerability Preparedness Grants

Presenter: Kelly Clark, Assistant Town Manager; Emily Beebe, Health & Conservation Agent; Chris Palmer, Climate Action Coordinator

Chris Palmer provided an update on the MVP Grant, a state grant that supports towns on climate resiliency. This year they are focusing on small and rural communities, which will receive more of the funding and have the 10% match waived. He is working on a team with Emily Beebe, Jarrod Cabral, Nancy Keats, Bob Higgins Steele, Brian Boyle, Lili Flanders, and partners at UMASS and EDR.

The team is working on plans for a Resilience Hub, a community facility that is able to provide residents with support during emergencies - power, communications, shelter. They also work on everyday resilience - access to health care, child care, community food preparation, community meeting space, business support, government form assistance, etc. They are applying for grants at two sites - the school and the library/community center. The grant would also fund community engagement to best identify what people need. In the near future they would apply again to fund their plans.

They are also applying to fund a project at Beach Point and Shore Road to move utilities and power lines underground to avoid losing power and maintain access to the battery in Provincetown. Their proposal also aims to create a plan to protect Shore Road. Truro is co-applying with Provincetown.

Chair Areson moved to approve letters of support for MVP Action Grant Number 1 for resilience hubs and MVP Grant Number 2 for ecosystem resilience and to sign electronically.

Member Rein seconded the motion.

Roll Call Vote:

Member Rein - Aye

Clerk Medoff - Aye

Member Girard-Irwin - Aye

Vice Chair Weinstein - Aye

Chair Areson – Aye

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

TABLED ITEMS

None

SELECT BOARD ACTION

A. Presentation, Discussion and Possible Vote on Electronic Voting at Town Meeting Article

Presenter Susan Areson, Chair, and Paul Wisotzky, Town Moderator

Chair Areson and Town Moderator Wisotzky have been researching technology available, pricing, and what other towns have done to introduce electronic voting at Town Meeting. They decided to create an article to poll town voters at the 2025 Town Meeting to do a pilot test using electronic voting at

the 2026 Town Meeting. They would then ask voters if the town should become a permanent option. They will be able to estimate the costs for this initiative to bring to this year's meeting.

They are relying on the experiences that other towns have had with technology and will decide whether the 2026 meeting will rely solely on electronic voting or if they will also take votes manually. Assistant Town Manager Clark noted that to do both forms of voting would remove some of the benefits, such as privacy, that electronic voting offers. Member Girard-Irwin suggested offering training sessions for anyone who is less familiar with using technology.

Clerk Medoff moved to include the proposed warrant article and explanation on the ATM 2025 Warrant.

Member Girard-Irwin seconded the motion.

Roll Call Vote:

Member Rein - Aye

Clerk Medoff - Aye

Member Girard-Irwin - Aye

Vice Chair Weinstein - Aye

Chair Areson – Aye

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

Chair Areson moved to recommend Article XX: Electronic Voting at Town Meetings.

Clerk Medoff seconded the motion.

Roll Call Vote:

Member Rein - Aye

Clerk Medoff - Aye

Member Girard-Irwin - Aye

Vice Chair Weinstein - Aye

Chair Areson – Aye

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

B. Presentation, Discussion and Possible Vote on Solar Warrant Articles

Presenter: Chris Palmer, Climate Action Coordinator

Climate Action Coordinator Chris Palmer stated that they are looking to build a solar array on the capped landfill that the town would own. He has reached out to twenty-one different solar companies and obtained five full estimates and other partial estimates. The cost estimates gathered have been consistent and have been reviewed with Finance Director Alex Lessin.

The size recommendation is smaller, just under one megawatt, to avoid complications of a bigger system. The cost estimate is about \$4 million and annual revenue would be about \$500,000, increasing about 2% each year. Maintenance costs would be about \$85-90,000. The 20 year net revenue would be 7.7 million with the Inflation Reduction Act (the future of which is unknown).

Massachusetts Solar Subsidy program - SMART - is releasing its next, more lucrative version, though the numbers that have been released have not been finalized. The form of financing is also uncertain at this time. Most other towns nearby leased solar arrays.

Benefits include the revenue, carbon emissions, and having control over the electricity. They may use the electricity themselves, consider selling it back to the grid, or may sell the electricity to other towns. People in town may opt to buy "Truro-made electricity" and they could have a low-income program.

In the packet they have included a debt authorization warrant article. The proposal will come before the select board in the future prior to making any decisions. They have also included, at the advisement of financial advisors, a warrant article for a land lease option to increase flexibility.

Chair Areson stated that she supports this initiative and hopes the information they have presented is available online to the public and that they consider doing a presentation at pre-town meeting. Lili Flanders informed the Board that there is a library meeting on May 15 that looks at the proposed project in depth. The leasing option can also act as a back-up plan if the warrant with the debt exclusion does not pass at Town Meeting. The debt authorization, however, is fully funded by the project itself and will not impact tax payers, but it would be possible to lease the equipment.

Member Rein moved to include the borrowing authorization for solar development warrant article as presented in the May 2025 Annual Town Meeting Warrant.

Vice Chair Weinstein seconded the motion.

Roll Call Vote:

Member Rein - Aye

Clerk Medoff - Aye

Member Girard-Irwin - Aye

Vice Chair Weinstein - Aye

Chair Areson – Aye

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

Assistant Town Manager Clark stated that Town Counsel would like to spend more time reviewing the Land Lease article but they are able to vote to recommend the intent of the articles.

Chair Areson moved to recommend Article 13: Borrowing authorization for solar electricity generation systems.

Member Rein seconded the motion.

Roll Call Vote:

Member Rein - Aye

Clerk Medoff - Aye

Member Girard-Irwin - Aye

Vice Chair Weinstein - Aye

Chair Areson – Aye

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

Energy Committee Chair Brian Boyle pointed out that in order to build climate resiliency, as detailed in the MVP grant discussed earlier, it is important that they own the microgrid and the sites

designated as resiliency hubs. Assistant Town Manager Clark replied that passing the article would not require that any land be leased at any of the sites mentioned in the article, or the article could be withdrawn on the Town Meeting floor if not needed. Mr. Boyle added that he feels the back-up plan should be that they would proceed with the project and inform vendors that they need third party leasing for the equipment. He worries this article will confuse voters and contradict the proposal for the MVP grant.

If the borrowing authorization warrant article passes, this article can be indefinitely postponed, but if it is not included in the warrant, they would have to wait until the following year to move forward if it becomes the best option. Finance Director Alex Lessin stated that including this article keeps options open, and noted that there may be a slight impact on the taxpayer prior to the system generating revenue. The Select Board agreed that the article should not be included in the warrant.

C. Discussion and Possible Votes on Zoning Bylaw Amendment Town Meeting Articles

Presenters: Richard Roberts, Planning Board Chair; David Bernard, Zoning Task Force Chair; and Kelly Clark, Assistant Town Manager

The Zoning Task Force has voted to recommend Article 33: Walsh Overlay. This article has been reviewed with Town Counsel and will have some edits that clarify any ambiguous points following this meeting. Edits include removal of the allowance of buildings up to five stories for a senior living facility. They also expanded distance between buildings on a single parcel from 5 feet to 10 feet. The article also permits mixed use development, as requested by the Walsh Committee.

Clerk Medoff moved to recommend Article 33 as printed in the town warrant.

Chair Areson seconded the motion.

Roll Call Vote:

Member Rein - Aye

Clerk Medoff - Aye

Member Girard-Irwin - Aye

Vice Chair Weinstein - Aye

Chair Areson – Aye

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

Article 34 aligns the towns bylaws for cell phone towers with the state building code. This article also gives these structures, of which there are two in Truro, a higher designation under the building code to identify the towers as “risk category 3 structures,” or essential facility, designing and rating them for higher wind pressures. This also aims to improve cell phone service, considering that individuals often call for emergency services via a cell phone.

Vice Chair Weinstein moved to recommend Article 34: Amends Only Bylaw Section 40.5 B3 Requirements.

Clerk Medoff seconded the motion.

Roll Call Vote:

Member Rein - Aye

Clerk Medoff - Aye

Member Girard-Irwin - Aye

Vice Chair Weinstein - Aye
Chair Areson – Aye
So voted, 5-0-0, motion carries.

The Planning Board has been working on Article 35 and designed it to be an incremental step to help improve water quality by limiting the amount that a residential lot can be covered with impermeable surfaces to 20%. The article also requires a minimum of 25% of naturalized green space, meaning it does not need water, irrigation, or fertilizer, on a residential lot. The town planner has reviewed the article and provided information about how other towns have handled this issue. It would be triggered when an individual applies for a building permit and therefore applies to new structures.

Member Rein was concerned about how this would be enforced and also felt it did not consider that new structures may need to use irrigation to create such naturalized green spaces following construction. The Planning Board believes that, although this article is not a complete solution, it does help address the issue of protecting water. Clerk Medoff stated that the part of the article that mentions it will decrease the need for an expensive large-scale public water supply is false and worries voters will believe voting for it means they will not need a public water supply or a sewer line. She also does not believe they can claim it will increase tourism and it also does not contain language that conserves trees. She had discussed these issues with the representatives from the Planning Board but did not see that any suggested changes had been made to the language of the article. Vice Chair Weinstein also pointed out that the cost of construction and a building permit would increase since this article imposes the need of hiring an engineer to ensure you are meet these requirements.

The Planning Board representatives decided to withdraw the article.

D. Discussion and Possible Votes on Charter Amendment Town Meeting Articles

Presenter: Michael Cohen, Charter Review Committee Chair

In Article 26, the Charter Review Committee recommends changing the designated date for the Annual Town Meeting as stated in the Town Charter to allow meetings to be more flexible and held on a day of the week other than Tuesday. By allowing meetings to be scheduled between the last Tuesday in April and the Saturday before Memorial Day, it would allow the most voters to attend as possible and avoid “peak season” conflicts. As advised by Town Counsel, a note about the Select Board’s ability to reschedule the date of Town Meeting to any date prior to June 30th, as in accordance with Mass. general law, has been added.

Clerk Medoff moved to include Article 26, with the inclusion of Town Counsel’s additional line as stated, in the 2025 Annual Town Meeting Warrant as a Select Board Article.

Chair Areson seconded the motion.

Roll Call Vote:

Member Rein - Aye
Clerk Medoff - Aye
Member Girard-Irwin - Aye
Vice Chair Weinstein - Aye
Chair Areson – Aye

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

Clerk Medoff moved to recommend Article 26 as printed.

Chair Areson seconded the motion.

Roll Call Vote:

Member Rein - Aye

Clerk Medoff - Aye

Member Girard-Irwin - Aye

Vice Chair Weinstein - Aye

Chair Areson – Aye

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

Article 24 amends the Charter Section 4-5-2 to make it permissible for Select Board members to have informational conversations, which do not involve direct orders or instructions, with town department heads, rather than requiring they communicate through the town manager. This article was created in recognition of providing the department heads more discretion.

Vice Chair Weinstein had been part of the team that wrote the original charter, and he had initially felt there was an issue the language added to explain that having “informal, non directive conversations” is at the discretion of the department heads. Such interactions may be entirely subjective, and he feared others may want to “police” the department heads interactions. Following Michael Cohen’s explanation, however, he recognizes why the ability to have such conversations would be beneficial to the daily operating of the town.

Vice Chair Weinstein moved to include Article 24: Amended Charter Section 4-5-2 in the warrant.

Chair Areson seconded the motion.

Roll Call Vote:

Member Rein - Aye

Clerk Medoff - Aye

Member Girard-Irwin - Aye

Vice Chair Weinstein - Aye

Chair Areson – Aye

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

Vice Chair Weinstein moved to recommend Article 24: Amended Charter Section 4-5-2 as printed

Chair Areson seconded the motion.

Roll Call Vote:

Member Rein - Aye

Clerk Medoff - Aye

Member Girard-Irwin - Aye

Vice Chair Weinstein - Aye

Chair Areson – Aye

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

The Charter Review Committee recommends Article 25 to amend the Charter Section 6-2-12 to allow the chairpersons of boards and committees to hold “informational, non-directive conversations” with their respective department heads at the department head’s discretion. Removing the requirement that they only interact through the town manager prevents the bottlenecking of communication and

places responsibility on the department to ensure conversations are for are sharing or requesting information.

Assistant Town Manager Clark asked what enforcement mechanism the Town Manager would have to ensure these conversations are appropriate if the Charter states that nothing should prohibit them from having the conversation. She was unsure how to protect staff and be mindful of their time. She also asked what was intended by the term “respective department heads” because it may be unclear for many chairpersons. Chair Cohen explained that including the verbiage that it is at the discretion of the department head offers them protection.

The ability to have these conversations was also a request by the department heads themselves during conversations with the Charter Review Committee. Chair Areson pointed out that some department heads would be better than others at holding these boundaries with the chairs. She does recognize, however, that these conversations are already happening and she hopes they do not become problematic.

Clerk Medoff asked if changing the language to “Corresponding Department Head” or “Designated Department Head,” but Assistant Town Manager still questioned how that should be defined or by whom it was determined. If they were to add this to the charges for committees and boards to identify who the “Appropriate Department Head” would be, though the Select Board doesn’t write all of these charges. Member Girard-Irwin noted that chairpersons may not attempt to reach out to Department Heads if the language remains the same despite it serving both parties to communicate.

Member Girard-Irwin moved to include Article 25: Amend Charter Section 6-2-12 in the 2025 Annual Town Meeting warrant.

Vice Chair Weinstein seconded the motion.

Discussion: Clerk Medoff suggested if this article passes, they should update the handbook and review the article at the next Round Table discussion with Board and Committee Chairs.

Roll Call Vote:

Member Rein - Aye

Clerk Medoff - Aye

Member Girard-Irwin - Aye

Vice Chair Weinstein - Aye

Chair Areson – Aye

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

Member Girard-Irwin moved to recommend Article 25: Amend Charter Section 6-2-12 as printed.

Clerk Medoff seconded the motion.

Roll Call Vote:

Member Rein - Aye

Clerk Medoff - Aye

Member Girard-Irwin - Aye

Vice Chair Weinstein - Aye

Chair Areson – Aye

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

E. Discussion and Possible Votes on Petitioned Town Meeting Articles

Presenters: Dennis O'Brien Lead Petitioner; Clinton Kershaw, Lead Petitioner; and Kelly Clark, Assistant Town Manager

Dennis O'Brien explained that he had heard at a previous Select Board meeting that a proposed cost for the new DPW Facility could be \$20 million, as he believed had been stated by a candidate for the Ad Hoc Building Committee. Mr. O'Brien stated that the candidate had very strong credentials, and had said that he "winced at \$20 million". Although the goal is to deliver on this project, it is hard to balance the needs for design and cost. The citizens of Truro are concerned about the costs, and it should have been a higher priority throughout the process. He argued that the total cost of the building must be a "votable number."

Chair Areson appreciated the intent of the article, but believed that the amount of \$20 million was too low and restrictive. Mr. O'Brien stated that they should consider continuing with the monolith design plan while also reviewing a design of the lowest cost. He believes that the applicant had stated it is possible to build the project for \$20 million and he would like to see what that amount would achieve. Even if it is not feasible to build it for that amount, it would inform them of areas where savings is possible.

Clerk Medoff stated that she has asked why they have not given Weston & Sampson a budget. She does believe that the Ad Hoc Building Committee is working really hard and that everyone working on the project will deliver a design with a reasonable price because they know that a cost that's too high would not be passed by the citizens at Town Meeting. Member Girard-Irwin stated that everyone wants a design and cost that they know will pass. Vice Chair Weinstein had re-listened to the meeting last week when Mr. O'Brien had given an explanation for the figure in the article, and he was bothered by the inconsistencies in what has been said and when. He stated that the costs are more in question now and the proposed limit is unreasonable. He was also upset about the process of assessing the costs associated with the second proposed site.

Chris Lucy commented that the amount of \$20 million was proposed five years ago when the design was 50% bigger. He felt that because the project has been delayed, the cost is now twice as much for a smaller design. Putting a budget onto the project is premature, because they do not know the price of materials, and they should trust the experience of Weston & Sampson and the OPM to fulfill the town's expectations and allow the Building Committee to do their job. Member Rein also agreed that the proposed \$20 million cap would cause too many restrictions because it is unknown how tariffs or environmental natural disasters will affect the acquisition of building supplies.

Chair Areson moved to recommend the petitioned article on the DPW cap as printed in the warrant.

Clerk Medoff seconded the motion.

Roll Call Vote:

Member Rein - No

Clerk Medoff - No

Member Girard-Irwin - No

Vice Chair Weinstein - No

Chair Areson – No

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

Mr. O'Brien is proposing to amend section 6-4-3 in the Town Charter by adding language that prohibits members of the Finance Committee from holding elected or appointed office, and vice-versa, in an attempt to avoid conflict of roles and interest when making policies and voting on funding for those policies. Other towns have adopted this policy as a separation of powers and Mr. O'Brien stated it is a best practice. Assistant Town Manager Clark stated that Town Counsel advised that this policy would not impact any current members of the Finance Committee or elected officials until their term has expired.

Chair Areson moved to recommend Article XX Charter Amendment to Section 6-4-3 Petitioned Article.

Vice Chair Weinstein seconded the motion.

Roll Call Vote:

Member Rein - Aye

Clerk Medoff - No

Member Girard-Irwin - Aye

Vice Chair Weinstein - Aye

Chair Areson – Aye

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

The Petitioned Article proposed by Clint Kershaw would accept Mass general law and allow the town to plow private roads. Assistant Town Manager Clark stated that Town Counsel advised that, if passed, this article would be a non-binding advisory vote that would become a ballot question after obtaining 200 signatures. Mr. Kershaw stated that keeping this article in the warrant would enable them to see what the town's opinion on this matter is and whether it would be worth pursuing adding it to the ballot.

Chair Areson moved to recommend Article XX to accept Mass General Law in the plowing of private roads.

Vice Chair Weinstein seconded the motion.

Roll Call Vote:

Member Rein - No

Clerk Medoff - No

Member Girard-Irwin - No

Vice Chair Weinstein - No

Chair Areson – Aye

So voted, 1-4-0, motion fails.

Mr. Kershaw proposed a petitioned article regarding free cash. Assistant Town Manager Clark stated that Town Counsel advised that passing this article would result in a non-binding advisory vote. Only Town Meeting has the authority to appropriate free cash and a vote at one Town Meeting is not binding at subsequent meetings. Mr. Kershaw stated that his goal was for this petitioned article to go into affect next year's budget. Chair Areson confirmed that he would not be able to pass an article in 2025 that would affect a future town budget. Mr. Kershaw could decide to indefinitely postpone the article on the Town Meeting Floor.

**Chair Areson moved to recommend the Article on Free Cash and returning it to tax payers.
Vice Chair Weinstein seconded the motion.**

Roll Call Vote:

Member Rein - No

Clerk Medoff - No

Member Girard-Irwin - No

Vice Chair Weinstein - No

Chair Areson – No

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

F. Discussion and Possible Vote on All Other Town Meeting Articles

Presenter: Kelly Clark, Assistant Town Manager, and Alex Lessin, Finance Director

This was skipped and will be added to a future agenda.

G. Select Board Reconsideration of Votes to Recommend Warrant Articles

Presenter: Kelly Clark, Assistant Town Manager, and Alex Lessin, Finance Director

Chair Areson moved to reconsider the prior votes to recommend the articles listed in agenda item 7G.

Clerk Medoff seconded the motion.

Roll Call Vote:

Member Rein - Aye

Clerk Medoff - Aye

Member Girard-Irwin - Aye

Vice Chair Weinstein - Aye

Chair Areson – Aye

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

Chair Areson moved to recommend the warrant articles listed in agenda item 7G as printed in the warrant.

Clerk Medoff seconded the motion.

Roll Call Vote:

Member Rein - Aye

Clerk Medoff - Aye

Member Girard-Irwin - Aye

Vice Chair Weinstein - Aye

Chair Areson – Aye

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

H. Vote to Post and Electronically Sign the 2025 Annual Town Meeting Warrant

Presenter: Kelly Clark, Assistant Town Manager

This was skipped and will be added to a future agenda.

SELECT BOARD REPORTS/COMMENTS

A. Select Board Reports

Chair Areson congratulated the Nauset Hockey Team on their championship win.

Vice Chair Weinstein attended the most recent Pamet Harbor Committee meeting, which was attended by the Dredging Administrator for Barnstable County. It was reported that Truro's harbor entrance has varying depths, making it unique and more challenging. Currently the town has permitting Maintenance Hydrological Dredging or limited Mechanical Dredging. He believes the town should apply for Improvement Dredging to create a uniform channel. He also mentioned that he would like the town to have a plan to handle the US Immigration and Customs Enforcement Agency (ICE) considering many town residents and workers are people of color and living with visas. He would like Town Counsel's input on how to respond to ICE.

Clerk Medoff has Select Board Hours scheduled for 9:30 at Town Hall on Thursday.

Member Girard-Irwin reported that she attended the concert committee the previous day and stated that the summer series is completely booked for July and August. She has Select Board Hours scheduled at the Community Center for this Thursday at 10 - 11:30.

B. Town Manager Report

Assistant Town Manager Clark reported that the Pasta Dinner at Truro Central School was a successful night.

CONSENT AGENDA

A. Review/Approve and Authorize Signature:

B. 1. Event Notification Form for MassDOT-MS Bike Ride Application

C. 2. Municipal Vulnerability Grant Letters of Support (2)

D. Review and Approve Appointment Renewals: Board of Registrars

E. Review and Approve 2025 Annual Business Licenses: Days Market and Deli-Common Victualer (Food) and Transient Vendor, Highland Links-Common Victualer (Food) and Transient Vendor

F. Review and Approve 2025 Seasonal Alcohol Licenses

G. Review and Approve 2025 ABCC Renewal Certification

H. Review and Approve Letter from Select Board to Republican Town Committee Chair Requesting Annual List of Enrolled Members Seeking Appointment/Reappointment as Election Officers

Chair Areson moved to approve the consent agenda as printed in the packet.

Vice Chair Weinstein seconded the motion.

Roll Call Vote:

Vice Chair Weinstein - Aye

Member Rein - Aye

Clerk Medoff - Aye

Member Girard-Irwin - Aye

Chair Areson – Aye

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

NEXT MEETING AGENDA

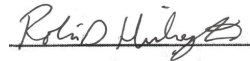
Regular Meeting: April 8, 2025

A meeting was scheduled for April 2 at 2:30pm to complete the warrant votes.

Chair Areson made a motion to adjourn at 8:48 pm.

By unanimous consent, the meeting was adjourned.

Respectfully submitted,



Robin D. Huibregtse
Board Support/CPC Coordinator

Susan Areson, Chair

Robert Weinstein, Vice Chair

Nancy Medoff, Clerk

Stephanie Rein, Member

Susan Girard-Irwin, Member

Public Records Material Attachments

Application to Serve-S. Basco Koch

Staff Memo: Considerations for accepting Seasonal Communities designation

Seasonal Communities MGL

Note: Article 27: Acceptance of M.G.L. Chapter 23B, §32(b) Seasonal Communities is included in the draft warrant at the end of the packet

Narrative for MVP #1 and #2

MVP #1 Action Grant Letter of Support - Resilience Hubs

MVP #2 Action Grant Letter Support - Utility and Ecosystem Resilience

Proposed warrant article and explanation

Solar revenue and operational cost comparisons

Proposed ATM 2025 Warrant Article

Articles 33-35 are included in the draft warrant at the end of the packet

Article language and information from the CRC

Note: Articles 24-26 are included in the draft warrant at the end of the packet

Note: Articles 40-43 are included in the draft warrant at the end of the packet

Posting of the warrant

Bike Ride Application for the National MS Society

Application to Serve - Fran Johnson and Heather Harper

Town Clerk Letter to the Republican Town Committee Chair

MGL Chapter 51, Sections 15, 17, and 18

Pending Endorsement Letter from Republican Town Committee Chair

Renewal Application for 2025-Days Market & Deli

Renewal Application for 2025-Highland Links

Chief of Police Review of Seasonal Licenses

ABCC Seasonal License Holder's Applications

Seasonal Alcohol Beverages Control Commission Renewal Certification 2025

MGL Part 1, Title VIII, Chapter 54, Section 12: Election Officers in Towns; Procedures; Eligibility; Examinations

Draft Letter from the Select Board to the Republican Town Committee