



## Truro Select Board Hybrid Meeting

Tuesday, June 25, 2024

**Regular Meeting-5:00pm**

Truro Town Hall, 24 Town Hall Road and Remote via Zoom

### REGULAR MEETING

<https://us02web.zoom.us/j/89384187603>

1-646-931-3860 Meeting ID: 893 8418 7603

This will be a hybrid (in-person *and* remote) meeting. Citizens can view the meeting on **Channel 8** in Truro and on the web with 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: 893 8418 7603 you may join the meeting from a computer, tablet or smartphone by entering the following URL into your web browser; <https://us02web.zoom.us/j/89384187603>**

Please note that there may be a slight delay (15-30 seconds) between the meeting and the live stream (and television broadcast). If you are watching the meeting and calling in, please lower the volume on your computer or television during public comments so that you may be heard clearly. We ask that you identify yourself when calling in to help us manage multiple callers effectively.

#### 1. PUBLIC COMMENT

#### 2. MODERATOR ANNOUNCEMENTS

A. Finance Committee Appointments

#### 3. PUBLIC HEARINGS

A. NSTAR Electronic Company dba Eversource Energy Installation of 66' conduit from proposed handhole 9255/HA342 at base of pole 9255/342 to customer installed handhole 9255/HB342 at 448 Shore Rd

Presenter: Marrisa Jackson, Right of Way Agent

B. Public Hearing on FY2025 Select Board Goals and Objectives with the Town Moderator

#### 4. INTRODUCTION TO NEW EMPLOYEES – NONE

#### 5. BOARD/COMMITTEE/COMMISSION APPOINTMENTS

A. Provincetown Water & Sewer Board: Nancy Medoff

#### 6. STAFF/ COMMITTEE UPDATES – NONE

#### 7. TABLED ITEMS – NONE

#### 8. SELECT BOARD ACTION

A. Discussion and Possible Vote on Finalization and Prioritization of FY2025 Goals and Objectives  
Presenter: Darrin Tangeman, Town Manager

B. Review and Possible Approval of Amended Policy #46-Zero Emission First Policy  
Presenter: Bob Higgins-Steele, Energy Committee

C. Review and Possible Approval of Amendment of Expenditure Provisions for Beatrice Raisin Fund  
Presenter: Darrin Tangeman, Town Manager

D. Review and Possible Approval of Increasing Ambulance Transport Mileage Rate and Setting an Additional Ambulance Rate Category of Advanced Life Support 2  
Presenter: Timothy Collins, Fire Chief

E. Discussion on 340 Route 6 and the Proposed Public Works Facility

Presenter: Darrin Tangeman, Town Manager

**9. CONSENT AGENDA**

- A. Review/Approve and Authorize Signature:
  - 1. Entertainment License for Truro Community Kitchen
  - 2. Event Notification Form and Approval Reply Form for National MS Society Bike Ride
- B. Review and Approve Appointment Renewals: Shellfish Advisory Committee: Steven Mundree (Full-Member Seat), Chris Clark (Alternate Member Seat), Jim Sloman (Alternate Member Seat); Zoning Board of Appeals: Russell Braun (Full-Member Seat), David Crocker (Full-Member Seat), Arthur Hultin (Full-Member Seat), Darrell Shedd (Full-Member Seat); Commission on Disabilities: Jane Lucas (Full-Member Seat)
- C. Review and Approve 2024 Seasonal Business Licenses: NONE
- D. Review and Approve Change of Manager and Change of Hours (Montano's Restaurant)
- E. Review and Approve Select Board Meeting Minutes: Select Board Minutes of 3.26.2024

**10. Select Board Reports/Comments**

**11. Town Manager Report**

**12. Next Meeting Agenda: Regular Meeting July 9, 2024**



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Nicole Tudor, Executive Assistant, on behalf of Marissa Jackson, Right of Way Agent, Eversource

**REQUESTED MEETING DATE:** June 25, 2024

**ITEM:** Public Hearing for Eversource Energy request for approval of 66' +/- of 1-3" conduit at 448 Shore Rd

**EXPLANATION:**

NSTAR Electric Company dba Eversource Energy petitioned Truro for an Order for Underground Cable and Conduit Locations. By MGL Ch. 166 § 22 Truro Select Board will conduct a hybrid public hearing on Tuesday, June 25, 2024, at 5:00 pm to hear a petition from NSTAR Electric Company dba Eversource Energy, requesting permission to locate underground cables, conduits, manholes, including the necessary sustaining and protecting fixtures, in, under, along and across the following public way or ways for the installation of 66'+/- of 1-3" conduit from proposed handhole 9255/HA342 at base of pole 9255/342 to customer installed handhole 9255/HB342. The purpose of this construction is to provide a new underground electric service to the customer located at 448 Shore Road for W/O# 16689197 (Map 9, Parcel 5).

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

**IMPACT IF NOT APPROVED:** There will be no Eversource Energy work performed at 448 Shore Rd.

**SUGGESTED ACTION:** MOTION TO approve the work for the installation of 66'+/- of 1-3" conduit for underground electrical service from proposed handhole 9255/HA342 at the base of pole 9255/342 to customer-installed handhole 9255/HB342 at 448 Shore Road for W/O#

16689197 (Map 9, Parcel 5) and authorize the Select Board Clerk, Nancy Medoff, to sign and the Truro Town Clerk, Elisabeth Verde to attest.

**ATTACHMENTS:**

- 1) Public Hearing Notice
- 2) Eversource Form of Order for Underground Cable and Conduit Locations





# 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

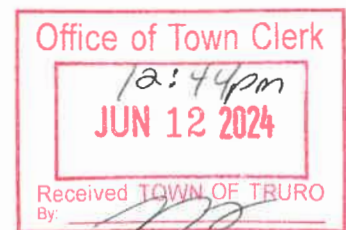
NSTAR Electric Company dba Eversource Energy  
Public Hearing for Order for Underground Cable and Conduit Locations

The Truro Select Board in accordance with MGL Ch. 166 § 22 will conduct a hybrid public hearing on **Tuesday June 25, 2024, at 5:00pm** to hear a petition from NSTAR Electric Company dba Eversource Energy, requesting permission to locate underground cables, conduits, manholes, including the necessary sustaining and protecting fixtures, in , under, along and across the following public way or ways: the installation of 66'+/- of 1-3" conduit from proposed handhole 9255/HA342 at base of pole 9255/342 to customer installed handhole 9255/HB342. The purpose of this construction is to provide a new underground electric service to the customer located at 448 Shore Road for W/O# 16689197 (Map 9, Parcel 5).

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/89384187603>  
Meeting ID: 893 8418 7603  
Call-in Number: 1 646 931 3860 US

Susan Areson, Select Board, Chair  
Town of Truro



**FORM OF ORDER FOR  
UNDERGROUND CABLE AND CONDUIT LOCATIONS**

IN SELECT BOARD FOR THE TOWN OF TRURO, MASSACHUSETTS

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

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

**W/O# 16689197**

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

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

Cables, conduits, and manholes shall be installed substantially at the point indicated upon the plan marked – **Plan No. 19989197 dated May 31, 2024**, filed with said petition. The following are the public ways or parts of ways under, along and across which the cables above referred to may be installed under this order.

**Shore Road**

**Installation of 66' +/- of 1-3" conduit  
from proposed handhole 9255/HA342  
at base of pole 9255/342 to customer  
installed handhole 9255/HB342 at 448  
Shore Road**

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 \_\_\_\_\_ 2024.

\_\_\_\_\_  
Select Board Clerk

\_\_\_\_\_  
Massachusetts

\_\_\_\_\_  
2024.

Received and entered in the records of location orders of the Town of \_\_\_\_\_

Book \_\_\_\_\_ Page \_\_\_\_\_.

Attest:

\_\_\_\_\_  
Town Clerk

**PETITION FOR  
UNDERGROUND CABLE AND CONDUIT LOCATIONS**

Truro, Massachusetts, June 5, 2024  
TO THE SELECT BOARD OF THE TOWN OF TRURO, MASSACHUSETTS

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

**W/O# 16689197**

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

**Shore Road**

**Installation of 66' +/- of 1-3" conduit  
from proposed handhole 9255/HA342  
at base of pole 9255/342 to customer  
installed handhole 9255/HB342 at 448  
Shore Road**

Wherefore it prays that after due notice and hearing as provided by law, it be granted a location for and permission to install and maintain underground cables, conduits, and manholes, together with such sustaining and protecting fixtures as it may find necessary, said underground cables, conduits, and manholes to be installed substantially in accordance with the plan filed herewith marked **Plan No. 16689197 dated May 31, 2024.**

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

By Marissa Jackson

Marissa Jackson -Right of Way, Agent



484 Willow Street, West Yarmouth, MA 02673

*June 5, 2024*

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

*Dear Select Board,*

*Enclosed you will find one (1) petition covering the installation of 66' +/- of 1-3" conduit from proposed handhole 9255/HA342 at base of pole 9255/342 to customer installed handhole 9255/HB342.*

*The purpose of this construction is to provide new underground electric service to the customer located at 448 Shore Road.*

*For reference this is work request number 16689197.*

*The notice to abutters and hearing will be required.*

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

*Very truly yours,*

Marissa Jackson  
Right of Way Agent  
508-790-9001  
[Marissa.jackson@eversource.com](mailto:Marissa.jackson@eversource.com)

*enc.*

We hereby certify that on \_\_\_\_\_ 2024, at \_\_\_\_\_ o'clock, \_\_\_\_\_ M,

at \_\_\_\_\_ a public hearing was held on the petition of the  
NSTAR ELECTRIC COMPANY (d/b/a Eversource Energy)

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Select Board Truro, Massachusetts.

CERTIFICATE

I hereby certify that the foregoing is a true copy of a location order and certificate of hearing with notice adopted by the Select Board of the Town of Truro, Massachusetts, on the \_\_\_\_\_ day of \_\_\_\_\_ 2024, and recorded with the records of location orders of said Town, Book \_\_\_\_\_, Page \_\_\_\_\_.  
This certified copy is made under the provisions of Chapter 166 of General Laws and any additions thereto or amendments thereof.

Attest:

\_\_\_\_\_  
Town Clerk

Petition - 448 Shore Road - Truro - WO# 16689197

Jackson, Marissa L <marissa.jackson@eversource.com>

Wed 6/5/2024 8:36 AM

To:Nicole Tudor <ntudor@truro-ma.gov>;Noelle Scoullar <nscoullar@truro-ma.gov>;Jon Nahas <JNahas@truro-ma.gov>

 3 attachments (262 KB)

Petition -448 Shore Road - Truro WO 16689197.doc; 16689197 Abutters List.doc; Abutters List Request - 448 Shore Road - Truro.pdf;

Good morning,

Please see the attached Petition Package I have created for 448 Shore Road, Truro.

I have also included the Abutters List Request Form and will be sure to mail all three payments, today.

If you could please advise me as to when the next hearing will be scheduled, it would be so greatly appreciated.

If you have questions at all, please feel free to contact me via email or by telephone. I have included all my contact information below.

As always, we appreciate your time and consideration.

Best,

**Marissa L. Jackson** | Agent, Rights and Permits

**EVERSOURCE** | 484 Willow Street, West Yarmouth, MA 02673

508-790-9001 | [Marissa.Jackson@Eversource.com](mailto:Marissa.Jackson@Eversource.com)

Cape Cod and Martha's Vineyard

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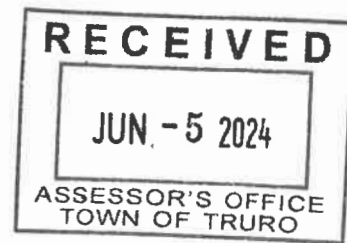


# TOWN OF TRURO

## Assessors Office

### Certified Abutters List

### Request Form



DATE: 6/5/2024

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.com

PROPERTY LOCATION: 448 Shore Road, Truro

(street address)

PROPERTY IDENTIFICATION NUMBER: MAP 9 PARCEL 5 EXT. \_\_\_\_\_  
(if condominium)

#### ABUTTERS LIST NEEDED FOR:

(please check all applicable)

**FEE: \$15.00 per checked item**

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

☐ Board of Health<sup>5</sup>

☐ Planning Board (PB)

☐ Zoning Board of Appeals (ZBA)

☐ Cape Cod Commission

☐ Special Permit<sup>1</sup>

☐ Special Permit<sup>1</sup>

☐ Conservation Commission<sup>4</sup>

☐ Site Plan<sup>2</sup>

☐ Variance<sup>1</sup>

☐ Licensing

☐ Preliminary Subdivision<sup>3</sup>

Type: \_\_\_\_\_

☐ Definitive Subdivision<sup>3</sup>

☐ Accessory Dwelling Unit (ADU)<sup>2</sup>

☒ Other 66' +/- of 1-3' under Shore Road

(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: 6/5/24

Date completed: 6/5/24

List completed by: Laura Geiges

Date paid: 6/5/2024 Cash ☒ Check 1231

<sup>1</sup>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.

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

<sup>3</sup>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.

<sup>4</sup>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.

<sup>5</sup>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:** June 5, 2024

**To:** Eversource Energy, Agent Marissa Jackson

**From:** Assessors Department

**Certified Abutters List:** 448 Shore Road (Map 9 Parcel 5)

**Other:** 66' +/- of 1-3' under Shore Road

Attached is a combined list of abutters for 448 Shore Road (Map 9 Parcel 5).

The current owner is James T Downey.

The names and addresses of the abutters are as of May 31, 2024 according to the most recent documents received from the Barnstable County Registry of Deeds.

Certified by: 

Laura Geiges

Assistant Assessor / Data Collector



448 Shore Road

Map 9 Parcel 5

Other: 66' +/- of 1-3' under Shore Road

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
263	8-18-0-R	ALTOMARE GEORGE & CAMPBELL VERA A	439 SHORE RD	60 1ST AVE APT 16C	NEW YORK	NY	10009-7339
264	8-19-0-R	OWNER UNKNOWN	439-A SHORE RD	439 A SHORE RD	TRURO	MA	02666
265	8-20-0-R	DOWNEY JAMES T & JOY F	433 SHORE RD	PO BOX 743	NO TRURO	MA	02652-0743
283	9-3-0-R	GRISWOLD WILLIAM F JR & SUSAN C MCGUANE SHERRY G	452 SHORE RD	463 WOODLAND ST	SO GLASTONBURG	CT	06073
284	9-4-0-R	ALTOMARE GEORGE & CAMPBELL VERA A	450 SHORE RD	60 1ST AVE APT 16C	NEW YORK	NY	10009-7339
286	9-6-0-R	YOUNG MARK R & SULLIVAN GARY J	446 SHORE RD	27 SALCOMBE ST, UNIT 2	DORCHESTER	MA	02125
287	9-7-0-R	SHAPIRO JOSEPH & CLARK LYNN	444 SHORE RD	59 DWIGHT ST	BOSTON	MA	02118

LG 6/5/24

Service Address: <b>SHORE, 448,</b>	City: <b>TRURO</b>	Page Number: <b>1 of 1 Pages</b>	Authorization Number:	Work Order Number: <b>16689197</b>	<b>EVERSOURCE</b> <small>ArcFM Web Viewer</small>
Customer's Name/Title: <b>JOY DOWNEY</b>		<b>9255/342 =Change/Upgrade - Existing Service Underground- Small (&lt;=400A), Additional Information=EXISTING 100A UG SVC FROM POLE, UPGRADING TO 200A, ADDING 2 KW</b>			Prepared by: <b>NICKOLAS LOMUSCIO</b> <b>5/10/2024</b>
Sales Representative: <b>TED HOOKER-HUMPHRIES</b>					Circuit Number: <b>4-96-96</b>
Electrician: <b>Jim Meads 774-353-6662</b>					TLM: <b>460299</b>
Switch Size:		Secondary Sheet Number:			

**EVERSOURCE TO**  
23' NORTH WEST  
INST  
1-3" SHED 80 PIPE TDL=110'+/-  
TOWARDS 9255/HB342

36/1877  
36/H1877

**EVERSOURCE TO**  
9255/HB342  
INST & CONN  
3-MOLES FEEDING NEW SERVICE

452  
450  
448

**CUSTOMER TO**  
9255/HB342  
INST  
\*\*\*\* TO BE CONVEYED TO EVERSOURCE \*\*\*\*  
1-HH ON PRIV PROPERTY  
\*\*\*\* TO REMAIN PRIVATE \*\*\*\*  
CABLE & CONDUIT HH TO HOUSE

446  
444

**EVERSOURCE TO**  
9255/HB342  
INST  
\*\*\*\* TO BE CONVEYED TO EVERSOURCE \*\*\*\*  
1-HH ON PRIV PROPERTY  
\*\*\*\* TO REMAIN PRIVATE \*\*\*\*  
CABLE & CONDUIT HH TO HOUSE

36/1874  
36/H1874

**EVERSOURCE TO**  
9255/342  
INST  
1-HH @ BASE OF POLE  
1-3" SCHED 80 2NDRY RISER CONDUIT HH TO POLE  
3x4/0 AL UG 2NDRY CABLE TDL=110'+/-  
DISCONN  
EXISTING UG SERV  
9255/HB342  
INST  
1-4" PIPE 23' NORTH WEST

36/1874  
36/H1874

23' +/-  
9255/HA342  
9255/342

46' +/-  
9255/HB342

PRIVATE

PRIVATE

SHORE

**PROPRIETARY INFORMATION:**  
The material contained on this map shall be considered proprietary to Eversource Energy and users (which shall be defined as any person or entity who has received the map through sale, purchase, exchange, gift, or otherwise) shall keep it in confidence and shall not furnish or disclose it to any third party without prior written permission of Eversource Energy.  
Electric and/or gas information shown on this map is not guaranteed and Eversource Energy assumes no responsibility. Contractors are urged to contact Call Before You Dig (CBYD) in CT and Dig Safe in MA & NH (811) before starting any construction. Eversource Energy

4

**DEPARTMENT HEAD APPROVALS FOR EVERSOURCE PETITIONS**

**Health/Conservation Agent Signature:**

**Building Commissioner Signature:**

Comments/Conditions:

Comments/Conditions:

Permits/Inspections needed:

Permits/Inspections needed:

**Police Department Signature:**

**Fire Department Signature:**

*Jamie Calise*

Comments/Conditions:

Comments/Conditions:

Confirmed lane closure-two officers required

**DPW Signature:**

**OTHER:**

Comments/Conditions:

Comments/Conditions:



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Darrin Tangeman, Town Manager

**REQUESTED MEETING DATE:** June 25, 2024

**ITEM:** Public Hearing on FY2025 Select Board Goals & Objectives with the Town Moderator

**EXPLANATION:** In accordance with Town Charter 4-2-11, “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.”

The Select Board reviewed the FY2024 goals at the May 28, 2024 Select Board meeting and an updated progress report is included. The Board held a work session on June 18, 2024 and prepared a first draft of FY2025 objectives and discussed adopting the five goals identified in the Local Comprehensive Plan as the Board’s goals. After the public hearing and question and answer session are complete, the Board has an action item later in the agenda to discuss and possibly finalize the FY2025 Goals & Objectives.

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

**IMPACT IF NOT APPROVED:** N/A

**SUGGESTED ACTION:** Discussion only during the public hearing. An action item appears later in the agenda.

**ATTACHMENTS:**

- 1) Public Hearing Notice
- 2) FY2024 Goals & Objectives
- 3) FY2024 Goals & Objectives Progress Report
- 4) LCP Goals & Draft FY2025 Objectives



# TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

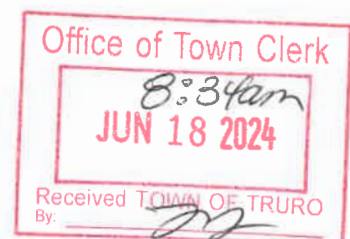
Tel: 508-349-7004 , Extension: 110 or 124 Fax: 508-349-5505

## TOWN OF TRURO PUBLIC HEARING FISCAL YEAR 2025 SELECT BOARD GOALS & OBJECTIVES

In accordance with the Truro Charter, Chapter 4-2-11, the Select Board will hold a public meeting on Tuesday, **June 25, 2024, at 5:00 p.m.** to state the Board's Goals & Objectives for the coming fiscal year, review its goals & objectives for the concluding year, and review its accomplishments relative to those goals. This presentation will be followed by a question-and-answer session led by the Town Moderator. All town officials, department heads, and chairs of multi-member bodies shall attend. All interested parties are urged to attend.

To provide comment during this Hybrid meeting please call in at 1-646-931-3860 and enter the following access code when prompted: 893 8418 7603 you may join the meeting from a computer, tablet, or smartphone by entering the following URL into your web browser: <https://us02web.zoom.us/j/89384187603> or attend in person in the Select Board Chambers Truro Town Hall, 24 Town Hall Road, Truro, MA.

Susan Areson, Town of Truro  
Select Board, Chair





# TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

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

## Values and Fiscal Year 2024 Goals and Objectives

### **VALUES:**

The Town of Truro holds the following values that inform our approach to governance and municipal services. They are the guiding principles that drive all of the activities undertaken by any staff, volunteer, elected or appointed official in the Town of Truro. They embody our beliefs and our highest aspirations.

#### **Excellence:**

We strive to provide the highest quality services that are responsive to the needs of all residents and visitors.

#### **Integrity:**

We hold ourselves to high ethical standards and commit to acting with civility at all times and to behave lawfully, respectfully, honestly and fairly.

#### **Openness and Transparency:**

We commit to sharing information, working inclusively and to holding ourselves accountable.

#### **Collaboration:**

We believe in working with others to solve problems and address community need both locally and regionally.

#### **Sustainability:**

We strive for the integration of environmental health and protection, social equity and diversity, economic vitality, and fiscal integrity of the community to create a thriving and resilient community for generations to come.

### **GOALS AND OBJECTIVES:**

Each year, as a way of articulating policy and priorities, the Truro Select Board develops goals and objectives. These goals and objectives are intended to prioritize the Select Board's efforts and to provide guidance and direction to the Town Manager and their appointees, the Police and Fire Chiefs, and the Town's multi-member bodies.

In accordance with Town Charter, the Select Board held a public meeting on June 27, 2023. The Board also determined that the FY2023 objectives would serve as the basis for the FY2024





# TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

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

objectives, with some modifications and new objectives, at the regular Select Board meeting on June 13, 2023. On June 29, 2023 and July 11, 2023, the Select Board prioritized and finalized the FY2024 Goals & Objectives for July 1, 2023 through June 30, 2024. The objectives identified may contribute to the eventual completion of one goal or of multiple goals and are labeled to demonstrate the goals targeted by specific objectives.

## FY2024 Goals

*The Town of Truro will support policies and programs that:*

- A) foster sustainable and appropriate economic development.*
- B) create more affordable year-round places for people to live and work.*
- C) protect and restore our fragile environment and to continue address the climate crisis.*
- D) use long term and strategic planning to guarantee the future health and well-being of our community.*
- E) proactively involve the town residents, property and business owners to act to increase tolerance and respect for the diverse concerns of the community.*

## FY2024 Objectives

The following objectives are presented in order of priority and a Select Board Ambassador was identified for each objective.

- 1. To maintain vital EMS services on the Outer Cape the Select Board will support a workplan and synchronized transition plan to include 1) establish a plan and timeline for the Town to provide EMS services without the auxiliary support of Lower Cape with the support of a consultant; 2) hire the four paramedics approved at Annual Town Meeting; 3) collaborate with Lower Cape Ambulance Association and Provincetown to meet the plan and timeline and prepare a contract that will facilitate this plan and timeline; 4) evaluate potential areas for regionalization.*

*Goals Addressed: D, E*

*Select Board Ambassador: Robert Weinstein*

- 2. Through the Town of Truro representatives and in concert with the Provincetown Water & Sewer Board, the Select Board will support intermunicipal collaboration to determine safe yield estimates for the purpose of developing a water resources management plan. In addition, invite current/future stakeholders & intermunicipal staff to more frequent (2x per year) Select Board updates to discuss shared planning, future water supply protection, and for development of new source(s).*

*Goals Addressed: A, C, D, E*

*Select Board Ambassador: John Dundas*





# TOWN OF TRURO

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3. *The Select Board will review all Town owned land to assess possibilities for municipal use, housing, economic development, open space, water, wastewater, and/or possible disposition to be completed by September 30, 2023.*

*Goals Addressed: A, B*

*Select Board Ambassador: Kristen Reed*

4. *The Select Board will initiate a revised cost estimate of a multi-phased approach for a new Department of Public Works Facility at a yet to be determined site in the FY2025-FY2029 Capital Improvement Plan. By August 15, 2023, the Town Manager will work with the Public Works Director to welcome the public to site visits of the current Public Works Facility via in-person visits and virtual visits.*

*Goals Addressed: D*

*Select Board Ambassador: Robert Weinstein*

5. *The Select Board will promote the Local Comprehensive Planning Committee and process along with the work of the Economic Development Committee and encourage community participation and will provide regular updates.*

*Goals Addressed: A, D*

*Select Board Ambassador: Susan Areson*

6. *The Select Board will appoint a task force of local experts and staff and two members of the Select Board to examine recurrent revenue generation options resulting in a detailed report and recommendations for both short-term and long-term implementation to the Select Board by April 1, 2024.*

*Goals Addressed: A, B*

*Select Board Ambassador: Kristen Reed*

7. *Upon completion of the Local Comprehensive Plan, the Select Board and Town Manager will work jointly to create a Town mission statement.*

*Goals Addressed: D*

*Select Board Ambassador: Susan Areson*

8. *The Select Board will hold joint work sessions with participation from the Truro Housing Authority, Planning Board and Zoning Board of Appeals to develop housing initiatives that will diversify the range of seasonal, year-round and transitional housing for people of varying income levels and will develop related articles for the 2023 Fall Special Town Meeting and 2024 Annual Town Meeting. The Select Board will provide an update on these efforts at least semi-annually.*

*Goals Addressed: B, D*

*Select Board Ambassador: Susan Areson*



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9. *The Select Board will support and encourage projects that protect and restore our coastal environment including these current and ongoing projects:*

- *Pamet River Tidal Flow Restoration and Watershed Study*
- *East Harbor Culvert Replacement*
- *Mill Pond and Eagle Creek Repairs and Improvement*
- *Little Pamet Watershed Study and Culvert Repair*
- *Coastal Management*

*Goals Addressed: C*

*Select Board Ambassador: Stephanie Rein*

10. *The Select Board will provide resources in the FY2024/FY2025 budget to increase the digitization of town services and records, and address cybersecurity and will lay the groundwork for a five-year digitization and cyber security plan that will be initiated in FY2025. The Select Board Ambassador working with the Town Manager and IT Director will provide an outline to present at a Select Board meeting prior to beginning the FY2025 Budget Process.*

*Goals Addressed: A, D, E*

*Select Board Ambassador: John Dundas*

11. *The Select Board will review the Senior Needs Assessment, invite feedback from the community on specific programs and services requested, and explore the feasibility and the cost and social impact of expanding services and programs for seniors to inform the FY2025 budget process.*

*Goals Addressed: A, D, E*

*Select Board Ambassador: Stephanie Rein*

12. *The Select Board will work with the Housing Authority and the Housing Consultant to develop a Housing Playbook by October 31, 2023.*

*Goals Addressed: A, B, D, E*

*Select Board Ambassador: Kristen Reed*

13. *The Select Board will work with the Walsh Property Community Planning Committee and the Local Comprehensive Plan Committee to build on areas of common ground and build consensus on the specific initiatives and a more general vision for Truro with special consideration of the Housing Needs Assessment and Housing Production Plan.*

*Goals Addressed: A, B, C, D, E*

*Select Board Ambassador: Susan Areson*



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14. *The Select Board will provide support to and collaborate with the Climate Action Committee and the Energy Committee on the goals of creating a Climate Action Plan for the Town of Truro, and researching the hiring of a Climate Action Agent, as well as to work with the Climate Action Committee and Energy Committee to develop a policy memorandum that facilitates and guides progress in all relevant areas toward a “Net Zero Truro” by 2050, and will ask for updates at least twice per year. The Board will also revise the charges of the Energy Committee and the Climate Action Committee to incorporate the directives from Article 53 of the 2022 Annual Town Meeting.*

*Goals Addressed: A, C, D, E*

*Select Board Ambassador: Stephanie Rein*

15. *The Select Board will submit a letter each to the Planning Board and the Economic Development Committee by November 30, 2023 outlining the Select Board’s priorities in housing, zoning, land use and economic development in an effort facilitate collaboration and joint efforts.*

*Goals Addressed: A, B, C*

*Select Board Ambassador: John Dundas*

16. *The Select Board will direct staff to apply for ARPA funds for the Broadband Needs Assessment Study by September 30, 2023.*

*Goals Addressed: A, D, E*

*Select Board Ambassador: John Dundas*

17. *A Needs Assessment for Persons with Disabilities will be conducted, the Select Board will invite feedback from the community on specific programs and services requested, and will explore the feasibility and the cost and social impact of expanding services and programs for persons with disabilities to inform the FY2025 budget process. \*\*Collaboration with the objective related to the Senior Needs Assessment would be beneficial as there may be overlap between needs or between populations.*

*Goals Addressed: A, D, E*

*Select Board Ambassador: Stephanie Rein*

18. *The Select Board will rework, update and set clearer objectives in Policy 54 and Policy 31, and will work to enhance compliance by December 31, 2023.*

*Goals Addressed: E*

*Select Board Ambassador: Susan Areson*



# TOWN OF TRURO

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19. *The Select Board will task the Economic Development Committee with inviting the Massachusetts Cultural Council to present to the Select Board, Economic Development Committee and the Truro Cultural Council on the process of creating a designated cultural district in Truro.*

*Goals Addressed: A*

*Select Board Ambassador: Kristen Reed*

## Truro Select Board

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Kristen Reed, Chair

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Susan Areson, Vice-Chair

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John Dundas, Clerk

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Robert Weinstein

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Stephanie Rein

Priority	Score	Objective	Goal(s) Addressed	Select Board Ambassador	Present Status
1	105	<i>Through the Town of Truro representatives and in concert with the Provincetown Water &amp; Sewer Board, the Select Board will support intermunicipal collaboration to determine safe yield estimates for the purpose of developing a water resources management plan. In addition, invite current/future stakeholders &amp; intermunicipal staff to more frequent (2x per year) Select Board updates to discuss shared planning, future water supply protection, and for development of new source(s)</i>	A, C, D, E	John Dundas	<p>Town staff prepared a stormwater management bylaw for consideration at the Special Town Meeting. The bylaw is currently in revision and was indefinitely postponed at the 2024 ATM.</p> <p>Town staff has initiated a new joint meeting schedule for key Provincetown and Truro staff so that more regular collaborative planning for water takes place. These meetings occur regularly. At the 2024 ATM, \$100,000 of Free Cash was approved for preliminary master planning and evaluation for public water supply.</p> <p><b>Update: Annual Meeting of Select Boards in October to receive update - possible rewrite of goal</b></p>
2	104	<i>The Select Board will review all Town owned land to assess possibilities for municipal use, housing, economic development, open space, water, wastewater, and/or possible disposition to be completed by <b>September 30, 2023</b>.</i>	A, B	Kristen Reed	<p>The Select Board held a work session to discuss the use of Town-owned land in August 2022 and then voted in a regular meeting to designate 25 South Highland Road for permanent placement of Town-owned structures for the purpose of Town employee housing and to begin a master planning process for 0 Quail Ridge Road. In September, the Board voted to commit \$433,824 of Affordable Housing Trust Funds for the purpose of moving Town-owned and donated housing structures to 25 South Highland Road and to authorize the Town Manager to initiate the relocation of the structures. On May 14th, the Town agreed to commit \$425,713.84 from the AHTF for additional construction cost to close out renovations at 71 North Pamet Road and one of the cottages at 25 South Highland.</p> <p>Staff secured \$900,000 to move existing dwellings to 25 South Highland Road and the project is moving forward under the management of DPW Director Cabral. The moves were completed over February 21st and February 22nd.</p> <p>Staff is also working with the CCNS to determine appropriate Town-owned land for the land swap associated with the Chamber of Commerce Parcel and the Herring River low lying roadway.</p> <p><b>Update: remains an active goal of the Select Board</b></p>
3	100	<i>The Select Board will initiate a revised cost estimate of a multi-phased approach for a new Department of Public Works Facility at a yet to be determined site in the <b>FY2025- FY2029 Capital Improvement Plan</b>. By <b>August 15, 2023</b>, the Town Manager will work with the Public Works Director to welcome the public to site visits of the current Public Works Facility via in-person visits and virtual visits.</i>	D	Robert Weinstein	<p>2024 Annual Town Meeting approved an amended version of Article 13 for funding in the amount of \$2,831,000.00 for the purpose of engineering and construction predominantly at the Town Hall hill site. If approved at Special Town Election, we will move forward with conducting an Phase 2, Environmental Study at the Town Hall hill site.</p> <p>A video tour of the existing facility is available here: <a href="https://vimeo.com/857634946?share=copy">https://vimeo.com/857634946?share=copy</a></p> <p>The recently appointed Ad Hoc Building Committee has met 10 times since its establishment in early April, making a recommendation to the Select Board in late April for a reduced cost/size future public works facility with an estimated cost of \$28,310,000.00.</p> <p><b>Update: Due to an amendment at Town Meeting to fund the design and engineering with an initial focus on Town Hall hill, this goal remains active, but will likely require a rewrite. Phase 2 environmental study at Town Hall hill becomes first priority.</b></p>

4	38	<i>The Select Board will appoint a task force of local experts and staff and two members of the Select Board to examine recurrent revenue generation options resulting in a detailed report and recommendations for both short-term and long-term implementation to the Select Board by April 1, 2024.</i>	A, B	Kristen Reed	A charge for the Municipal Revenue Ad Hoc Task Force was approved and appointments to the Task Force are expected in February/ March 2024. The Select Board has also pursued revenue generation efforts with recent fee changes for beach fees (expected to generate approximately \$99,345 in new revenue), changes to rental registration fees (expected to generate approximately \$103,275 in new revenue), and changes to other fees including alcohol licenses, shellfish fees, etc that produce incremental increases in new revenue. The Select Board presented Articles 19-21 at 2024 Annual Town Meeting. These articles sought approval for a 3% community impact fee for owner occupied and professionally managed short-term rentals. The Community impact fee was approved at the 2024 Annual Town Meeting and will be dedicated to the Capital Stabilization Fund in the future. <b>Update: Rewrite to address possible change in charge to for committe to serve as primarily staff and existing volunteers.</b>
5	39	<i>Upon completion of the Local Comprehensive Plan, the Select Board and Town Manager will work jointly to create a Town mission statement.</i>	D	Susan Areson	The LCP has been completed, so this initiative can move forward to craft a Mission Statement for the Town Administration and departments. <b>Update: Town Manager can now begin working with staff to develop mission statement that is nested with the Town's new vision statement for presentation to Select Board</b>
6	39	<i>The Select Board will hold joint work sessions with participation from the Truro Housing Authority, Planning Board and Zoning Board of Appeals to develop housing initiatives that will diversify the range of seasonal, year-round and transitional housing for people of varying income levels and will develop related articles for the <b>2023 Fall Special Town Meeting and 2024 Annual Town Meeting.</b> The Select Board will provide an update on these efforts at least semi-annually.</i>	B, D	Susan Areson	Housing Production Plan was approved in October 2023 for adoption.  The Planning Board prepared a Duplex Bylaw that was approved at the 2023 Special Town Meeting.  The Select Board recently approved a charge for the Ad Hoc Zoning Task Force and is accepting applications for membership. The Town currently has two applications and is seeking additional applications before commencing interviews. The Task Force will review the town's zoning and general bylaws with a focus on provisions that may affect housing opportunities or production and will evaluate recommendations in the most recent Local Comprehensive Plan, Housing Production Plan, Walsh Advisory Plan and Economic Development Plan with the goal of proposing specific bylaw or policy changes to promote housing as part of its charge. Appointments to the Task Force are expected in July 2024. <b>Update: Rewrite to address as a continuing priority</b>
7	32	<i>The Select Board will support and encourage projects that protect and restore our coastal environment including these current and ongoing projects: A) Pamet River Tidal Flow Restoration and Watershed Study B) East Harbor Culvert Replacement C) Mill Pond and Eagle Creek Repairs and Improvement D) Little Pamet Watershed Study and Culvert Repair E) Coastal Management (emphasis on Beach Point)</i>	C	Stephanie Rein	A-D) Updates on environmental projects are provided by the DPW Director during the staff updates portion of Select Board meetings periodically. Highlight: Eagle Neck Creek Bridge reopened on 10/7/22, post project environmetal monoring will continue through 2027. East Harbor culvert replacment has been completed, post project environmental monitoring will continue through 2027. Mill Pond culvert replacment is in the final design and permitting phase. Construction for Mill Pond is scheduled for 2028. Pamet River restoration, and little Pamet watershed study and culvert replacement projects are in the preliminary design and addtional modeling phase. All Pamet River related projects will move forward togther, and are funded by NOAA. E) The final project report for the Outer Cape project "increasing coastal resiliency through Intermunicipal Shoreline management" was issued by the Center for Coastal Studies on June 14, 2022. Deliverables for phase 2 include assessment to identify locations for potential salt-marsh migration; an inventory of the low lying roads in the 4 town project area; development of a regional sand banking database; and, development of management approach for the littoral cells of our shoreline; each of these topics were developed as an interactive geospatial dataset in the Regional Shoreline Management geodatabase. In spring of 2022, the CCS held 3 public outreach sessions about the underlying processes that drive coastal change. The Outer Cape towns are partnering with the Center for Coastal Studies to continue the Shorefront Management project and have submitted an application for a third CZM Coastal Resiliency grant. The municipal staff team continues to look for other grant sources to develop the organizational framework for the management plan itself. <b>Update: No change. Continues to be Select Board priority.</b>

8	15	<i>The Select Board will provide resources in the <b>FY2024/2025 budget</b> to increase the digitization of town services and records, and address cybersecurity and will lay the groundwork for a five-year digitization and cyber security plan that will be initiated in <b>FY2025</b>. The Select Board Ambassador working with the Town Manager and IT Director will provide an outline to present at a Select Board meeting prior to beginning the <b>FY2025 Budget</b> Process.</i>	A, D, E	John Dundas	<p>Grants received for digitization and records storage to the CPC and the Community Compact Grant Program. Digitization efforts included in the 2022 Annual Town Meeting Warrant: Clerk/ Planning record digitization, additional financial transparency and budgeting software modules, building permit software, and CPA request for digitizing Town records.</p> <p>The FY2024 Budget included funding for some new digitization efforts. The FY2025 budget process also included a pilot effort for creating departmental budgets in the new budget module of the Town's financial transparency software to start to digitize the budget preparation and review process. Town Clerk Verde and Town Planner and Land Use Counsel Carboni are working on the digitization of Clerk/ Planning records. 2024 Annual Town Meeting approved \$48,280.00 in funds to upgrade our website code and adding three new modules: Civic Clerk, Civic Rec and Municode, all of which are digitization efforts. Town Staff will begin upgrades in early August 2024.</p> <p><b>Update: Ongoing/active - retain for consideration during upcoming Worksession</b></p>
9	06	<i>The Select Board will review the Senior Needs Assessment, invite feedback from the community on specific programs and services requested, and explore the feasibility and the cost and social impact of expanding services and programs for seniors to inform the FY2025 budget process.</i>	A, D, E	Stephanie Rein	<p><b>February 2024 Update:</b> Staff met with Caitlin E. Coyle, PhD, Director of the Center for Social &amp; Demographic Research on Aging at the Gerontology Institute of the University of Massachusetts Boston to discuss her team's ability to conduct a Senior Needs Assessment for Truro. She outlined the process for conducting the assessment, provided examples of similar work completed for communities across the Commonwealth and on the Cape and stated that the project kick off for Truro is recommended for March/ April to ensure time to get information from year round and seasonal members of the community. The assessment cost was approximately \$30,000 and a free cash transfer was sought at the 2024 Annual Town Meeting for implementation in March/ April of 2025.</p> <p><b>Update: Rewrite with the inclusion of needs assessment for those with disabilities. Seek alternative funding in the coming year.</b></p>
10	06	<i>The Select Board will work with the Housing Authority and the Housing Consultant to develop a Housing Playbook by <b>October 31, 2023</b>.</i>	A, B, D, E	Kristen Reed	<p>The Consultant who prepared the Housing Needs Assessment and Housing Production Plan was contacted to discuss the scope of work related to developing a housing playbook. A quote and general scope of work and associated timeline was provided but will need further detail to ensure the Playbook adequately addresses this objective. The Town will work to develop an RFP to seek proposals to complete this initiative in FY 2025.</p> <p><b>Update: Retain for consideration during upcoming Worksession</b></p>



11	58	<i>The Select Board will provide support to and collaborate with the Climate Action Committee and the Energy Committee in the creation of a Climate Action Plan for the Town of Truro, as well as to work with the Climate Action Committee and Energy Committee to develop a policy memorandum that facilitates and guides progress in all relevant areas toward a “Net Zero Truro” by 2050, and will ask for updates at least twice per year. The Board will also revise the charges of the Energy Committee and the Climate Action Committee to incorporate the directives from Article 53 of the 2022 Annual Town Meeting.</i>	A, C, D, E	Stephanie Rein	<p>The Select Board voted to assign Member Dundas and Member Rein to work with the Climate Action Committee to organize a Truro Climate Summit at a time TBD.</p> <p>The Select Board voted to identify a funding strategy and prepare an article for the 2024 Annual Town Meeting to fund a Climate Action Coordinator to support the work of the group. The Climate Action Coordinator position was approved and funded with free cash at the 2024 Annual Town Meeting. The position will be hired in FY 2025 and Solar Revenues will need to be generated to ensure the long-term sustainability of this position in the future. It is believed it will take 1-2 years of free cash transfers before revenues are available to fund this position long-term. <b>Update: Retain for consideration during upcoming Worksession</b></p>
12	18	<p><i>A Needs Assessment for Persons with Disabilities will be conducted, the Select Board will invite feedback from the community on specific programs and services requested, and will explore the feasibility and the cost and social impact of expanding services and programs for persons with disabilities to inform the FY2025 budget process.</i></p> <p><b>**Collaboration with the objective related to the Senior Needs Assessment would be beneficial as there may be overlap between needs or between populations.</b></p>	A, D, E	Stephanie Rein	<p>The Town of Truro updated its ADA Self- Evaluation and Transition plan that was revised in 2019 using CDBG Funds to contract Disability Access Consultants to facilitate the plan with staff support. Title II of the ADA and Section 504 requires us, as part of a self-evaluation, to assess our services, policies, and practices to modify any that discriminate against people with disabilities. It also requires that we develop a transition plan to identify physical changes to facilities necessary to achieve “program access.” Part of updating the plan included conducting the following surveys: Survey for Town of Truro Program and Facility Users; Survey for Program and Site Administrators; Survey for Organizations Representing Individuals with Disabilities.</p> <p>To meet this particular objective, the Board could engage a consultant to conduct an assessment similar to the proposed Senior Needs Assessment. If the Gerontology Institute of the University of Massachusetts Boston is amenable, the outreach and survey tools and various methodologies could be outlined in a scope of work to engage a consultant to conduct a similar needs assessments for persons with disabilities in Truro. If funding is secured at the 2024 Annual Town Meeting, this process could potentially begin in the spring of 2025.</p> <p>Update: Members of Town Meeting moved to not approve the \$30,000.00 for the Senior Needs Assessment which would have served as the foundation of this project. Town staff recommends removing this project until funding can be approved at a future Town Meeting.</p> <p><b>Update: Rewrite to combine with senior needs assessment for those with disabilities. Seek alternative funding in the coming year.</b></p>
13	28	<i>The Select Board will rework, update and set clearer objectives in Policy 54 and Policy 31, and will work to enhance compliance by December 31, 2023 .</i>	E	Susan Areson	<p>Vice-Chair Areson prepared a draft Code of Conduct Policy to replace Policy 54 and a draft Communications Policy to replace Policy 31. These policies will be presented to the Select Board at an upcoming meeting, potentially in March or April, for consideration and discussion.</p> <p><b>Update: recommend rewrite</b></p>
14	77	<i>The Select Board will task the Economic Development Committee with inviting the Massachusetts Cultural Council to present to the Select Board, Economic Development Committee and the Truro Cultural Council on the process of creating a designated cultural district in Truro.</i>	A	Kristen Reed	<p>The Economic Development Committee appointments expired June 30, 2023 so the Ad Hoc Committee no longer exists.</p> <p><b>Update: Retain for consideration during upcoming Worksession</b></p>



### **Local Comprehensive Plan Goals**

1. Truro will take action to address the housing crisis across a wide variety of demographics and income levels.
2. Truro will work to protect the built and natural environment and address the impacts of climate change.
3. Truro will support businesses and economic opportunities.
4. Truro will work with other Cape communities to address regional and Outer Cape infrastructure needs.
5. Truro will build a collaborative and supportive community culture.

### **FY2025 Draft Objectives**

1. By spring 2025, the Select Board will work with the Town of Provincetown to develop an agreement, between the two towns, to jointly pursue the siting, permitting and development of additional water resources to serve the future needs of both communities by Spring 2025.
2. By the end of 2025, a review of all Town-owned land will be completed and funding will be identified for the longer-term goal of creating a strategic land use and infrastructure plan that will offer recommendations for uses and opportunities for Town-owned land (including the Truro Motor Inn and the Walsh Property).
3. By March 2024, the Select Board will prepare a Town Meeting article for the Public Works Facility based on the work of the DPW Ad Hoc Committee, Town Staff, and Consultants and the results of the environmental assessment of Town Hall Hill.
4. The Select Board will revise the charge of the Ad Hoc Municipal Revenue Task Force and establish a working group that will comprise staff, two members of the Select Board and other stakeholders to engage the public and examine recurrent revenue generation options resulting in a detailed report and recommendations for both short-term and long-term implementation to the Select Board by the end of FY2025.
5. The Select Board will support and encourage projects that protect and restore our coastal environment including these current and ongoing projects:
  - A) Pamet River Tidal Flow Restoration and Watershed Study
  - B) East Harbor Culvert Replacement
  - C) Mill Pond and Eagle Creek Repairs and Improvement
  - D) Little Pamet Watershed Study and Culvert Repair
  - E) Coastal Management (emphasis on Beach Point)Staff will provide quarterly project updates and the Select Board will take actions, including preparing necessary Town Meeting articles, to move these projects forward.
6. By February 2025, the Select Board will prepare a Town Meeting article for funding needed to: complete a review the Senior Needs Assessment and COA

Focus Group Report, and the Self-Evaluation and Transition Plan, and invite feedback from the community on specific programs and services requested, with the goal of expanding services, resources and programs for seniors and persons with disabilities.

7. The Select Board will work with the Housing Authority and a consultant to develop a Housing Playbook by March 2025.
8. The Select Board will direct the Climate Action Committee and the Energy Committee, working with the Climate Action Coordinator, to finalize and initiate the Climate Action Plan for the Town of Truro, in accordance with the policy memorandum that facilitates and guides progress in all relevant areas toward a “Net Zero Truro” by 2050, and will ask for updates at least twice per year.
9. The Select Board will work with the Town staff and the Truro Cultural Council on researching the process of applying to establish a designated cultural district in Truro by December 31, 2024.
10. The Select Board will work with the Planning Board, Zoning Task Force, Town staff, and Town Counsel to facilitate an update of the Sign Code by December 31, 2024.
11. The Select Board will work with the Town Moderator and Town staff to research the technology and cost of electronic voting at annual and special town meetings, as well as other potential changes related to holding the meetings. The work should be accomplished in time for FY2026 budget deliberations and a straw poll article will be prepared for the 2025 Annual Town Meeting.

NEW

### **Build A Collaborative & Supportive Community Culture**

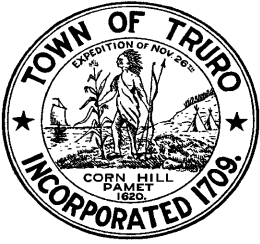
12. In support of the Local Comprehensive Plan, the Select Board will work with members of the community to ensure transparency and inclusivity and to develop a new generation of community leaders from diverse backgrounds.

As part of this process, the SB will:

- Support Community-led forums facilitated by community volunteers. These informal meetings will be held in informal settings to encourage two-way communication with a balance of venues, topics, formats and processes so that everyone in our community feels comfortable sharing and hearing ideas. As appropriate and allowable by policy, the Select Board will provide marketing support via monthly Truro Talks newsletter, social media and inclusion on the agenda at various Select Board meetings to discuss and promote upcoming Forums.
- Provide resources in support of marketing to promote Boards and Committee work. This will include and is not limited to: recruitment on social media, training and support for those interested in community service via

Town Boards/Committees, and re-energizing the Committee and Board “playbook” to help nurture and develop our next generation of Town leadership and volunteers.

- Foster communication among Boards and Committees with semi-annual round table discussions with board/community chairs to discuss and share accomplishments, plans, challenges and opportunities.



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Nicole Tudor, Executive Assistant

**REQUESTED MEETING DATE:** June 25, 2024

**ITEM:** Appointment of Select Board Clerk, Nancy Medoff to be Truro's Representative on the Provincetown Water and Sewer Board

**EXPLANATION:** The Provincetown Water & Sewer Board is a regulatory board consisting of seven (7) members and (1) alternate member; four (4) regular members from the Town of Provincetown, three (3) regular members from the Town of Truro, and one (1) alternate member from the Town of Provincetown. Members of the Water & Sewer Board are appointed by their respective Town Select Board.

The Water & Sewer Board is responsible for governing both the Provincetown Water System Regulations and the Provincetown Sewer System Regulations; for establishing and modifying rates and fees associated with the water system and sewer system; and for evaluating current and future demand impacts on both the water and sewer systems and adapting master planning as necessary.

A seat previously filled by John Dundas expires June 30, 2024. Clerk Nancy Medoff has indicated her interest in serving for a three-year term which will expire on June 30, 2027.

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

**IMPACT IF NOT APPROVED:** Truro will be underrepresented on the Provincetown Water & Sewer Board.

**SUGGESTED ACTION:** *Motion to appoint Nancy Medoff as Truro's representative on the Provincetown Water & Sewer Board for a three-year term expiring on June 30, 2027.*

**ATTACHMENTS:** None



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Darrin Tangeman, Town Manager

**REQUESTED MEETING DATE:** June 28, 2024

**ITEM:** Discussion and Possible Vote on Finalization and Prioritization of FY2025 Goals and Objectives

**EXPLANATION:** At the May 28, 2024 Select Board meeting, a status update on the FY2024 Select Board Goals & Objectives was presented. An updated Goals & Objectives Progress Report from that meeting is attached. On June 11, 2024, the Select Board set the date for a work session and a public hearing and encouraged the public to email the members input about the FY2025 Goals & Objectives. On June 18, 2024, the Board held a work session and prepared a draft list of objectives and discussed adopting the five goals identified in the Local Comprehensive Plan as the Board's goals. At tonight's meeting, Town Moderator Paul Wisotzky led a public hearing on the FY2025 Goals & Objectives in accordance with Town Charter and the draft list of objectives was presented.

The Board's next steps are to finalize and, if desired, prioritize the FY2025 Goals & Objectives. If any changes to the values and/or process listed in the Goals & Objectives document should be made, staff requests that the Board provide guidance.

The Local Comprehensive Plan, approved at the 2023 Special Town Meeting is available here: [https://www.truro-ma.gov/sites/g/files/vyhlf9766/f/uploads/april\\_19\\_2024\\_local\\_comprehensive\\_plan\\_1.pdf](https://www.truro-ma.gov/sites/g/files/vyhlf9766/f/uploads/april_19_2024_local_comprehensive_plan_1.pdf) to help inform the goal-setting process.

**SUGGESTED ACTION:** *MOTION TO approve and electronically sign the Select Board's FY2025 Goals & Objectives.*

**ATTACHMENTS:**

1. FY2024 Goals & Objectives
2. FY2024 Goals & Objectives Progress Report
3. LCP Goals and FY2025 Draft Objectives



# TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

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

## Values and Fiscal Year 2024 Goals and Objectives

### **VALUES:**

The Town of Truro holds the following values that inform our approach to governance and municipal services. They are the guiding principles that drive all of the activities undertaken by any staff, volunteer, elected or appointed official in the Town of Truro. They embody our beliefs and our highest aspirations.

#### **Excellence:**

We strive to provide the highest quality services that are responsive to the needs of all residents and visitors.

#### **Integrity:**

We hold ourselves to high ethical standards and commit to acting with civility at all times and to behave lawfully, respectfully, honestly and fairly.

#### **Openness and Transparency:**

We commit to sharing information, working inclusively and to holding ourselves accountable.

#### **Collaboration:**

We believe in working with others to solve problems and address community need both locally and regionally.

#### **Sustainability:**

We strive for the integration of environmental health and protection, social equity and diversity, economic vitality, and fiscal integrity of the community to create a thriving and resilient community for generations to come.

### **GOALS AND OBJECTIVES:**

Each year, as a way of articulating policy and priorities, the Truro Select Board develops goals and objectives. These goals and objectives are intended to prioritize the Select Board's efforts and to provide guidance and direction to the Town Manager and their appointees, the Police and Fire Chiefs, and the Town's multi-member bodies.

In accordance with Town Charter, the Select Board held a public meeting on June 27, 2023. The Board also determined that the FY2023 objectives would serve as the basis for the FY2024



# TOWN OF TRURO

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objectives, with some modifications and new objectives, at the regular Select Board meeting on June 13, 2023. On June 29, 2023 and July 11, 2023, the Select Board prioritized and finalized the FY2024 Goals & Objectives for July 1, 2023 through June 30, 2024. The objectives identified may contribute to the eventual completion of one goal or of multiple goals and are labeled to demonstrate the goals targeted by specific objectives.

## FY2024 Goals

*The Town of Truro will support policies and programs that:*

- A) foster sustainable and appropriate economic development.*
- B) create more affordable year-round places for people to live and work.*
- C) protect and restore our fragile environment and to continue address the climate crisis.*
- D) use long term and strategic planning to guarantee the future health and well-being of our community.*
- E) proactively involve the town residents, property and business owners to act to increase tolerance and respect for the diverse concerns of the community.*

## FY2024 Objectives

The following objectives are presented in order of priority and a Select Board Ambassador was identified for each objective.

- 1. To maintain vital EMS services on the Outer Cape the Select Board will support a workplan and synchronized transition plan to include 1) establish a plan and timeline for the Town to provide EMS services without the auxiliary support of Lower Cape with the support of a consultant; 2) hire the four paramedics approved at Annual Town Meeting; 3) collaborate with Lower Cape Ambulance Association and Provincetown to meet the plan and timeline and prepare a contract that will facilitate this plan and timeline; 4) evaluate potential areas for regionalization.*

*Goals Addressed: D, E*

*Select Board Ambassador: Robert Weinstein*

- 2. Through the Town of Truro representatives and in concert with the Provincetown Water & Sewer Board, the Select Board will support intermunicipal collaboration to determine safe yield estimates for the purpose of developing a water resources management plan. In addition, invite current/future stakeholders & intermunicipal staff to more frequent (2x per year) Select Board updates to discuss shared planning, future water supply protection, and for development of new source(s).*

*Goals Addressed: A, C, D, E*

*Select Board Ambassador: John Dundas*



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3. *The Select Board will review all Town owned land to assess possibilities for municipal use, housing, economic development, open space, water, wastewater, and/or possible disposition to be completed by September 30, 2023.*

*Goals Addressed: A, B*

*Select Board Ambassador: Kristen Reed*

4. *The Select Board will initiate a revised cost estimate of a multi-phased approach for a new Department of Public Works Facility at a yet to be determined site in the FY2025-FY2029 Capital Improvement Plan. By August 15, 2023, the Town Manager will work with the Public Works Director to welcome the public to site visits of the current Public Works Facility via in-person visits and virtual visits.*

*Goals Addressed: D*

*Select Board Ambassador: Robert Weinstein*

5. *The Select Board will promote the Local Comprehensive Planning Committee and process along with the work of the Economic Development Committee and encourage community participation and will provide regular updates.*

*Goals Addressed: A, D*

*Select Board Ambassador: Susan Areson*

6. *The Select Board will appoint a task force of local experts and staff and two members of the Select Board to examine recurrent revenue generation options resulting in a detailed report and recommendations for both short-term and long-term implementation to the Select Board by April 1, 2024.*

*Goals Addressed: A, B*

*Select Board Ambassador: Kristen Reed*

7. *Upon completion of the Local Comprehensive Plan, the Select Board and Town Manager will work jointly to create a Town mission statement.*

*Goals Addressed: D*

*Select Board Ambassador: Susan Areson*

8. *The Select Board will hold joint work sessions with participation from the Truro Housing Authority, Planning Board and Zoning Board of Appeals to develop housing initiatives that will diversify the range of seasonal, year-round and transitional housing for people of varying income levels and will develop related articles for the 2023 Fall Special Town Meeting and 2024 Annual Town Meeting. The Select Board will provide an update on these efforts at least semi-annually.*

*Goals Addressed: B, D*

*Select Board Ambassador: Susan Areson*





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9. *The Select Board will support and encourage projects that protect and restore our coastal environment including these current and ongoing projects:*

- *Pamet River Tidal Flow Restoration and Watershed Study*
- *East Harbor Culvert Replacement*
- *Mill Pond and Eagle Creek Repairs and Improvement*
- *Little Pamet Watershed Study and Culvert Repair*
- *Coastal Management*

*Goals Addressed: C*

*Select Board Ambassador: Stephanie Rein*

10. *The Select Board will provide resources in the FY2024/FY2025 budget to increase the digitization of town services and records, and address cybersecurity and will lay the groundwork for a five-year digitization and cyber security plan that will be initiated in FY2025. The Select Board Ambassador working with the Town Manager and IT Director will provide an outline to present at a Select Board meeting prior to beginning the FY2025 Budget Process.*

*Goals Addressed: A, D, E*

*Select Board Ambassador: John Dundas*

11. *The Select Board will review the Senior Needs Assessment, invite feedback from the community on specific programs and services requested, and explore the feasibility and the cost and social impact of expanding services and programs for seniors to inform the FY2025 budget process.*

*Goals Addressed: A, D, E*

*Select Board Ambassador: Stephanie Rein*

12. *The Select Board will work with the Housing Authority and the Housing Consultant to develop a Housing Playbook by October 31, 2023.*

*Goals Addressed: A, B, D, E*

*Select Board Ambassador: Kristen Reed*

13. *The Select Board will work with the Walsh Property Community Planning Committee and the Local Comprehensive Plan Committee to build on areas of common ground and build consensus on the specific initiatives and a more general vision for Truro with special consideration of the Housing Needs Assessment and Housing Production Plan.*

*Goals Addressed: A, B, C, D, E*

*Select Board Ambassador: Susan Areson*



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14. *The Select Board will provide support to and collaborate with the Climate Action Committee and the Energy Committee on the goals of creating a Climate Action Plan for the Town of Truro, and researching the hiring of a Climate Action Agent, as well as to work with the Climate Action Committee and Energy Committee to develop a policy memorandum that facilitates and guides progress in all relevant areas toward a “Net Zero Truro” by 2050, and will ask for updates at least twice per year. The Board will also revise the charges of the Energy Committee and the Climate Action Committee to incorporate the directives from Article 53 of the 2022 Annual Town Meeting.*

*Goals Addressed: A, C, D, E*

*Select Board Ambassador: Stephanie Rein*

15. *The Select Board will submit a letter each to the Planning Board and the Economic Development Committee by November 30, 2023 outlining the Select Board’s priorities in housing, zoning, land use and economic development in an effort facilitate collaboration and joint efforts.*

*Goals Addressed: A, B, C*

*Select Board Ambassador: John Dundas*

16. *The Select Board will direct staff to apply for ARPA funds for the Broadband Needs Assessment Study by September 30, 2023.*

*Goals Addressed: A, D, E*

*Select Board Ambassador: John Dundas*

17. *A Needs Assessment for Persons with Disabilities will be conducted, the Select Board will invite feedback from the community on specific programs and services requested, and will explore the feasibility and the cost and social impact of expanding services and programs for persons with disabilities to inform the FY2025 budget process. \*\*Collaboration with the objective related to the Senior Needs Assessment would be beneficial as there may be overlap between needs or between populations.*

*Goals Addressed: A, D, E*

*Select Board Ambassador: Stephanie Rein*

18. *The Select Board will rework, update and set clearer objectives in Policy 54 and Policy 31, and will work to enhance compliance by December 31, 2023.*

*Goals Addressed: E*

*Select Board Ambassador: Susan Areson*



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19. *The Select Board will task the Economic Development Committee with inviting the Massachusetts Cultural Council to present to the Select Board, Economic Development Committee and the Truro Cultural Council on the process of creating a designated cultural district in Truro.*

*Goals Addressed: A*

*Select Board Ambassador: Kristen Reed*

## Truro Select Board

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Kristen Reed, Chair

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Susan Areson, Vice-Chair

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John Dundas, Clerk

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Robert Weinstein

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Stephanie Rein

Priority	Score	Objective	Goal(s) Addressed	Select Board Ambassador	Present Status
1	105	<i>Through the Town of Truro representatives and in concert with the Provincetown Water &amp; Sewer Board, the Select Board will support intermunicipal collaboration to determine safe yield estimates for the purpose of developing a water resources management plan. In addition, invite current/future stakeholders &amp; intermunicipal staff to more frequent (2x per year) Select Board updates to discuss shared planning, future water supply protection, and for development of new source(s)</i>	A, C, D, E	John Dundas	<p>Town staff prepared a stormwater management bylaw for consideration at the Special Town Meeting. The bylaw is currently in revision and was indefinitely postponed at the 2024 ATM.</p> <p>Town staff has initiated a new joint meeting schedule for key Provincetown and Truro staff so that more regular collaborative planning for water takes place. These meetings occur regularly. At the 2024 ATM, \$100,000 of Free Cash was approved for preliminary master planning and evaluation for public water supply.</p> <p><b>Update: Annual Meeting of Select Boards in October to receive update - possible rewrite of goal</b></p>
2	104	<i>The Select Board will review all Town owned land to assess possibilities for municipal use, housing, economic development, open space, water, wastewater, and/or possible disposition to be completed by <b>September 30, 2023.</b></i>	A, B	Kristen Reed	<p>The Select Board held a work session to discuss the use of Town-owned land in August 2022 and then voted in a regular meeting to designate 25 South Highland Road for permanent placement of Town-owned structures for the purpose of Town employee housing and to begin a master planning process for 0 Quail Ridge Road. In September, the Board voted to commit \$433,824 of Affordable Housing Trust Funds for the purpose of moving Town-owned and donated housing structures to 25 South Highland Road and to authorize the Town Manager to initiate the relocation of the structures. On May 14th, the Town agreed to commit \$425,713.84 from the AHTF for additional construction cost to close out renovations at 71 North Pamet Road and one of the cottages at 25 South Highland.</p> <p>Staff secured \$900,000 to move existing dwellings to 25 South Highland Road and the project is moving forward under the management of DPW Director Cabral. The moves were completed over February 21st and February 22nd.</p> <p>Staff is also working with the CCNS to determine appropriate Town-owned land for the land swap associated with the Chamber of Commerce Parcel and the Herring River low lying roadway.</p> <p><b>Update: remains an active goal of the Select Board</b></p>
3	100	<i>The Select Board will initiate a revised cost estimate of a multi-phased approach for a new Department of Public Works Facility at a yet to be determined site in the <b>FY2025- FY2029 Capital Improvement Plan.</b> By <b>August 15, 2023</b>, the Town Manager will work with the Public Works Director to welcome the public to site visits of the current Public Works Facility via in-person visits and virtual visits.</i>	D	Robert Weinstein	<p>2024 Annual Town Meeting approved an amended version of Article 13 for funding in the amount of \$2,831,000.00 for the purpose of engineering and construction predominantly at the Town Hall hill site. If approved at Special Town Election, we will move forward with conducting an Phase 2, Environmental Study at the Town Hall hill site.</p> <p>A video tour of the existing facility is available here: <a href="https://vimeo.com/857634946?share=copy">https://vimeo.com/857634946?share=copy</a></p> <p>The recently appointed Ad Hoc Building Committee has met 10 times since its establishment in early April, making a recommendation to the Select Board in late April for a reduced cost/size future public works facility with an estimated cost of \$28,310,000.00.</p> <p><b>Update: Due to an amendment at Town Meeting to fund the design and engineering with an initial focus on Town Hall hill, this goal remains active, but will likely require a rewrite. Phase 2 environmental study at Town Hall hill becomes first priority.</b></p>

4	38	<i>The Select Board will appoint a task force of local experts and staff and two members of the Select Board to examine recurrent revenue generation options resulting in a detailed report and recommendations for both short-term and long-term implementation to the Select Board by April 1, 2024.</i>	A, B	Kristen Reed	A charge for the Municipal Revenue Ad Hoc Task Force was approved and appointments to the Task Force are expected in February/ March 2024. The Select Board has also pursued revenue generation efforts with recent fee changes for beach fees (expected to generate approximately \$99,345 in new revenue), changes to rental registration fees (expected to generate approximately \$103,275 in new revenue), and changes to other fees including alcohol licenses, shellfish fees, etc that produce incremental increases in new revenue. The Select Board presented Articles 19-21 at 2024 Annual Town Meeting. These articles sought approval for a 3% community impact fee for owner occupied and professionally managed short-term rentals. The Community impact fee was approved at the 2024 Annual Town Meeting and will be dedicated to the Capital Stabilization Fund in the future. <b>Update: Rewrite to address possible change in charge to for committe to serve as primarily staff and existing volunteers.</b>
5	39	<i>Upon completion of the Local Comprehensive Plan, the Select Board and Town Manager will work jointly to create a Town mission statement.</i>	D	Susan Areson	The LCP has been completed, so this initiative can move forward to craft a Mission Statement for the Town Administration and departments. <b>Update: Town Manager can now begin working with staff to develop mission statement that is nested with the Town's new vision statement for presentation to Select Board</b>
6	39	<i>The Select Board will hold joint work sessions with participation from the Truro Housing Authority, Planning Board and Zoning Board of Appeals to develop housing initiatives that will diversify the range of seasonal, year-round and transitional housing for people of varying income levels and will develop related articles for the <b>2023 Fall Special Town Meeting and 2024 Annual Town Meeting.</b> The Select Board will provide an update on these efforts at least semi-annually.</i>	B, D	Susan Areson	Housing Production Plan was approved in October 2023 for adoption.  The Planning Board prepared a Duplex Bylaw that was approved at the 2023 Special Town Meeting.  The Select Board recently approved a charge for the Ad Hoc Zoning Task Force and is accepting applications for membership. The Town currently has two applications and is seeking additional applications before commencing interviews. The Task Force will review the town's zoning and general bylaws with a focus on provisions that may affect housing opportunities or production and will evaluate recommendations in the most recent Local Comprehensive Plan, Housing Production Plan, Walsh Advisory Plan and Economic Development Plan with the goal of proposing specific bylaw or policy changes to promote housing as part of its charge. Appointments to the Task Force are expected in July 2024. <b>Update: Rewrite to address as a continuing priority</b>
7	32	<i>The Select Board will support and encourage projects that protect and restore our coastal environment including these current and ongoing projects: A) Pamet River Tidal Flow Restoration and Watershed Study B) East Harbor Culvert Replacement C) Mill Pond and Eagle Creek Repairs and Improvement D) Little Pamet Watershed Study and Culvert Repair E) Coastal Management (emphasis on Beach Point)</i>	C	Stephanie Rein	A-D) Updates on environmental projects are provided by the DPW Director during the staff updates portion of Select Board meetings periodically. Highlight: Eagle Neck Creek Bridge reopened on 10/7/22, post project environmetal monoring will continue through 2027. East Harbor culvert replacment has been completed, post project environmental monitoring will continue through 2027. Mill Pond culvert replacment is in the final design and permitting phase. Construction for Mill Pond is scheduled for 2028. Pamet River restoration, and little Pamet watershed study and culvert replacement projects are in the preliminary design and addtional modeling phase. All Pamet River related projects will move forward togther, and are funded by NOAA. E) The final project report for the Outer Cape project "increasing coastal resiliency through Intermunicipal Shoreline management" was issued by the Center for Coastal Studies on June 14, 2022. Deliverables for phase 2 include assessment to identify locations for potential salt-marsh migration; an inventory of the low lying roads in the 4 town project area; development of a regional sand banking database; and, development of management approach for the littoral cells of our shoreline; each of these topics were developed as an interactive geospatial dataset in the Regional Shoreline Management geodatabase. In spring of 2022, the CCS held 3 public outreach sessions about the underlying processes that drive coastal change. The Outer Cape towns are partnering with the Center for Coastal Studies to continue the Shorefront Management project and have submitted an application for a third CZM Coastal Resiliency grant. The municipal staff team continues to look for other grant sources to develop the organizational framework for the management plan itself. <b>Update: No change. Continues to be Select Board priority.</b>

8	15	<i>The Select Board will provide resources in the <b>FY2024/2025 budget</b> to increase the digitization of town services and records, and address cybersecurity and will lay the groundwork for a five-year digitization and cyber security plan that will be initiated in <b>FY2025</b>. The Select Board Ambassador working with the Town Manager and IT Director will provide an outline to present at a Select Board meeting prior to beginning the <b>FY2025 Budget</b> Process.</i>	A, D, E	John Dundas	<p>Grants received for digitization and records storage to the CPC and the Community Compact Grant Program. Digitization efforts included in the 2022 Annual Town Meeting Warrant: Clerk/ Planning record digitization, additional financial transparency and budgeting software modules, building permit software, and CPA request for digitizing Town records.</p> <p>The FY2024 Budget included funding for some new digitization efforts. The FY2025 budget process also included a pilot effort for creating departmental budgets in the new budget module of the Town's financial transparency software to start to digitize the budget preparation and review process. Town Clerk Verde and Town Planner and Land Use Counsel Carboni are working on the digitization of Clerk/ Planning records. 2024 Annual Town Meeting approved \$48,280.00 in funds to upgrade our website code and adding three new modules: Civic Clerk, Civic Rec and Municode, all of which are digitization efforts. Town Staff will begin upgrades in early August 2024.</p> <p><b>Update: Ongoing/active - retain for consideration during upcoming Worksession</b></p>
9	06	<i>The Select Board will review the Senior Needs Assessment, invite feedback from the community on specific programs and services requested, and explore the feasibility and the cost and social impact of expanding services and programs for seniors to inform the FY2025 budget process.</i>	A, D, E	Stephanie Rein	<p><b>February 2024 Update:</b> Staff met with Caitlin E. Coyle, PhD, Director of the Center for Social &amp; Demographic Research on Aging at the Gerontology Institute of the University of Massachusetts Boston to discuss her team's ability to conduct a Senior Needs Assessment for Truro. She outlined the process for conducting the assessment, provided examples of similar work completed for communities across the Commonwealth and on the Cape and stated that the project kick off for Truro is recommended for March/ April to ensure time to get information from year round and seasonal members of the community. The assessment cost was approximately \$30,000 and a free cash transfer was sought at the 2024 Annual Town Meeting for implementation in March/ April of 2025.</p> <p><b>Update: Rewrite with the inclusion of needs assessment for those with disabilities. Seek alternative funding in the coming year.</b></p>
10	06	<i>The Select Board will work with the Housing Authority and the Housing Consultant to develop a Housing Playbook by <b>October 31, 2023</b>.</i>	A, B, D, E	Kristen Reed	<p>The Consultant who prepared the Housing Needs Assessment and Housing Production Plan was contacted to discuss the scope of work related to developing a housing playbook. A quote and general scope of work and associated timeline was provided but will need further detail to ensure the Playbook adequately addresses this objective. The Town will work to develop an RFP to seek proposals to complete this initiative in FY 2025.</p> <p><b>Update: Retain for consideration during upcoming Worksession</b></p>

11	58	<i>The Select Board will provide support to and collaborate with the Climate Action Committee and the Energy Committee in the creation of a Climate Action Plan for the Town of Truro, as well as to work with the Climate Action Committee and Energy Committee to develop a policy memorandum that facilitates and guides progress in all relevant areas toward a “Net Zero Truro” by 2050, and will ask for updates at least twice per year. The Board will also revise the charges of the Energy Committee and the Climate Action Committee to incorporate the directives from Article 53 of the 2022 Annual Town Meeting.</i>	A, C, D, E	Stephanie Rein	<p>The Select Board voted to assign Member Dundas and Member Rein to work with the Climate Action Committee to organize a Truro Climate Summit at a time TBD.</p> <p>The Select Board voted to identify a funding strategy and prepare an article for the 2024 Annual Town Meeting to fund a Climate Action Coordinator to support the work of the group. The Climate Action Coordinator position was approved and funded with free cash at the 2024 Annual Town Meeting. The position will be hired in FY 2025 and Solar Revenues will need to be generated to ensure the long-term sustainability of this position in the future. It is believed it will take 1-2 years of free cash transfers before revenues are available to fund this position long-term. <b>Update: Retain for consideration during upcoming Worksession</b></p>
12	18	<p><i>A Needs Assessment for Persons with Disabilities will be conducted, the Select Board will invite feedback from the community on specific programs and services requested, and will explore the feasibility and the cost and social impact of expanding services and programs for persons with disabilities to inform the FY2025 budget process.</i></p> <p><b>**Collaboration with the objective related to the Senior Needs Assessment would be beneficial as there may be overlap between needs or between populations.</b></p>	A, D, E	Stephanie Rein	<p>The Town of Truro updated its ADA Self-Evaluation and Transition plan that was revised in 2019 using CDBG Funds to contract Disability Access Consultants to facilitate the plan with staff support. Title II of the ADA and Section 504 requires us, as part of a self-evaluation, to assess our services, policies, and practices to modify any that discriminate against people with disabilities. It also requires that we develop a transition plan to identify physical changes to facilities necessary to achieve “program access.” Part of updating the plan included conducting the following surveys: Survey for Town of Truro Program and Facility Users; Survey for Program and Site Administrators; Survey for Organizations Representing Individuals with Disabilities.</p> <p>To meet this particular objective, the Board could engage a consultant to conduct an assessment similar to the proposed Senior Needs Assessment. If the Gerontology Institute of the University of Massachusetts Boston is amenable, the outreach and survey tools and various methodologies could be outlined in a scope of work to engage a consultant to conduct a similar needs assessment for persons with disabilities in Truro. If funding is secured at the 2024 Annual Town Meeting, this process could potentially begin in the spring of 2025.</p> <p>Update: Members of Town Meeting moved to not approve the \$30,000.00 for the Senior Needs Assessment which would have served as the foundation of this project. Town staff recommends removing this project until funding can be approved at a future Town Meeting.</p> <p><b>Update: Rewrite to combine with senior needs assessment for those with disabilities. Seek alternative funding in the coming year.</b></p>
13	28	<i>The Select Board will rework, update and set clearer objectives in Policy 54 and Policy 31, and will work to enhance compliance by December 31, 2023.</i>	E	Susan Areson	<p>Vice-Chair Areson prepared a draft Code of Conduct Policy to replace Policy 54 and a draft Communications Policy to replace Policy 31. These policies will be presented to the Select Board at an upcoming meeting, potentially in March or April, for consideration and discussion.</p> <p><b>Update: recommend rewrite</b></p>
14	7	<i>The Select Board will task the Economic Development Committee with inviting the Massachusetts Cultural Council to present to the Select Board, Economic Development Committee and the Truro Cultural Council on the process of creating a designated cultural district in Truro.</i>	A	Kristen Reed	<p>The Economic Development Committee appointments expired June 30, 2023 so the Ad Hoc Committee no longer exists.</p> <p><b>Update: Retain for consideration during upcoming Worksession</b></p>

### **Local Comprehensive Plan Goals**

1. Truro will take action to address the housing crisis across a wide variety of demographics and income levels.
2. Truro will work to protect the built and natural environment and address the impacts of climate change.
3. Truro will support businesses and economic opportunities.
4. Truro will work with other Cape communities to address regional and Outer Cape infrastructure needs.
5. Truro will build a collaborative and supportive community culture.

### **FY2025 Draft Objectives**

1. By spring 2025, the Select Board will work with the Town of Provincetown to develop an agreement, between the two towns, to jointly pursue the siting, permitting and development of additional water resources to serve the future needs of both communities by Spring 2025.
2. By the end of 2025, a review of all Town-owned land will be completed and funding will be identified for the longer-term goal of creating a strategic land use and infrastructure plan that will offer recommendations for uses and opportunities for Town-owned land (including the Truro Motor Inn and the Walsh Property).
3. By March 2024, the Select Board will prepare a Town Meeting article for the Public Works Facility based on the work of the DPW Ad Hoc Committee, Town Staff, and Consultants and the results of the environmental assessment of Town Hall Hill.
4. The Select Board will revise the charge of the Ad Hoc Municipal Revenue Task Force and establish a working group that will comprise staff, two members of the Select Board and other stakeholders to engage the public and examine recurrent revenue generation options resulting in a detailed report and recommendations for both short-term and long-term implementation to the Select Board by the end of FY2025.
5. The Select Board will support and encourage projects that protect and restore our coastal environment including these current and ongoing projects:
  - A) Pamet River Tidal Flow Restoration and Watershed Study
  - B) East Harbor Culvert Replacement
  - C) Mill Pond and Eagle Creek Repairs and Improvement
  - D) Little Pamet Watershed Study and Culvert Repair
  - E) Coastal Management (emphasis on Beach Point)Staff will provide quarterly project updates and the Select Board will take actions, including preparing necessary Town Meeting articles, to move these projects forward.
6. By February 2025, the Select Board will prepare a Town Meeting article for funding needed to: complete a review the Senior Needs Assessment and COA



Focus Group Report, and the Self-Evaluation and Transition Plan, and invite feedback from the community on specific programs and services requested, with the goal of expanding services, resources and programs for seniors and persons with disabilities.

7. The Select Board will work with the Housing Authority and a consultant to develop a Housing Playbook by March 2025.
8. The Select Board will direct the Climate Action Committee and the Energy Committee, working with the Climate Action Coordinator, to finalize and initiate the Climate Action Plan for the Town of Truro, in accordance with the policy memorandum that facilitates and guides progress in all relevant areas toward a “Net Zero Truro” by 2050, and will ask for updates at least twice per year.
9. The Select Board will work with the Town staff and the Truro Cultural Council on researching the process of applying to establish a designated cultural district in Truro by December 31, 2024.
10. The Select Board will work with the Planning Board, Zoning Task Force, Town staff, and Town Counsel to facilitate an update of the Sign Code by December 31, 2024.
11. The Select Board will work with the Town Moderator and Town staff to research the technology and cost of electronic voting at annual and special town meetings, as well as other potential changes related to holding the meetings. The work should be accomplished in time for FY2026 budget deliberations and a straw poll article will be prepared for the 2025 Annual Town Meeting.

NEW

### **Build A Collaborative & Supportive Community Culture**

12. In support of the Local Comprehensive Plan, the Select Board will work with members of the community to ensure transparency and inclusivity and to develop a new generation of community leaders from diverse backgrounds.

As part of this process, the SB will:

- Support Community-led forums facilitated by community volunteers. These informal meetings will be held in informal settings to encourage two-way communication with a balance of venues, topics, formats and processes so that everyone in our community feels comfortable sharing and hearing ideas. As appropriate and allowable by policy, the Select Board will provide marketing support via monthly Truro Talks newsletter, social media and inclusion on the agenda at various Select Board meetings to discuss and promote upcoming Forums.
- Provide resources in support of marketing to promote Boards and Committee work. This will include and is not limited to: recruitment on social media, training and support for those interested in community service via

Town Boards/Committees, and re-energizing the Committee and Board “playbook” to help nurture and develop our next generation of Town leadership and volunteers.

- Foster communication among Boards and Committees with semi-annual round table discussions with board/community chairs to discuss and share accomplishments, plans, challenges and opportunities.



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Energy Committee, DPW

**REQUESTOR:** Energy Committee, DPW

**REQUESTED MEETING DATE:** June 25, 2024

**ITEM:** Review and Possible Approval of Amended Policy 46- Zero Emission First Policy

**EXPLANATION:** In order to qualify for Climate Leaders (CL) designation and its concomitant FY 2025 accelerator grants, the Town and school district must adopt a Zero Emission Vehicle (ZEV) first policy.

The MA Department of Energy Resources (DOER) and Green Communities (GCs) furnished MA municipalities with a template for this mandatory CL policy. The template replaces the Select Board's Fuel Efficiency Policy (#46) that DOER, through the GCs, furnished all towns in 2012.

Municipalities seeking Climate Leader Community certification must meet the following criteria:

- Be a Green Community in good standing
- Have a local body that advises the municipality on clean energy/climate initiatives, such as a sustainability committee, energy committee, or similar
- Commit to eliminate on-site fossil fuel use in municipal buildings and operations by 2050 through a resolution, climate action plan, or CMO affirmation, and adopt the recommended zero-emissions first policy.

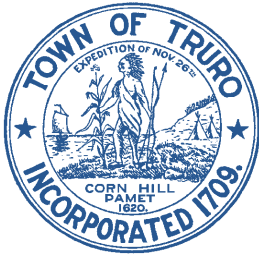
**FINANCIAL SOURCE (IF APPLICABLE):** N/A

**IMPACT IF NOT APPROVED:** Missed opportunity for future grant money.

**SUGGESTED ACTION:** *MOTION TO replace the existing Select Board Policy 46: Fuel-Efficient Vehicle Policy with Policy 46: Zero Emission First Policy as proposed and authorize the Chair to sign the notification letter.*

**ATTACHMENTS:**

1. Policy Memorandum #46-Fuel-Efficient Vehicle Policy (Existing)
2. Policy Memorandum #46-Zero Emission Vehicle First Policy (Proposed)
3. Select Board Draft Notification Letter



# TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Tel: 508-349-7004, Fax: 508-349-5505

## POLICY MEMORANDUM #46

Date: Adopted March 8, 2011; Revised November 14, 2017; rev 9/13/2022

*\*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: **FUEL-EFFICIENT VEHICLE POLICY**

In an effort to reduce the Town of Truro's fuel consumption and energy costs, the Select Board hereby adopts a policy to purchase only fuel-efficient vehicles. The purpose of this policy is to establish a requirement that the Town purchase only fuel-efficient vehicles for municipal use whenever such vehicles are commercially available and practicable. This policy applies to all divisions and departments of the Town.

### DEFINITIONS

Combined city and highway MPG (EPA Combined fuel economy): Combined Fuel Economy means the fuel economy from driving a combination of 43% city and 57% highway miles and is calculated as follows:

$=1/((0.43/\text{city MPG})+(0.57/\text{highway MPG}))$

Drive system: The manner in which mechanical power is directly transmitted from the drive shaft to the wheels.

The following codes are used in the drive field:

AWD = All Wheel Drive: four-wheel drive automatically controlled by the vehicle power train system

4WD= 4-Wheel Drive: driver selectable four-wheel drive with 2-wheel drive option

2WD= 2-Wheel Drive

Heavy -duty vehicle: A vehicle with manufacturers' gross vehicle weight rating (GVWR) of more than 8,500 pounds

Fuel efficient: As defined below in "Guidelines."

### GUIDELINES

All departments or divisions shall purchase only fuel-efficient vehicles for municipal use whenever such vehicles are commercially available and practicable.

The Town will maintain an annual vehicle inventory for non-exempt vehicles and a plan for replacing these vehicles with vehicles that meet, at a minimum, the fuel-efficiency ratings contained in the most recent guidance for Criterion 4 published by the MA Department of Energy Resources' Green Communities Division.

The fuel efficiency ratings contained are based on the most recently published US Environmental Protection Agency combined city and highway MPG ratings for vehicles.

This Green Communities' Guidance for Criterion 4 must be checked for updates prior to ordering new vehicles.

### Exemptions

- Heavy-duty vehicles. Examples include fire-trucks, ambulances, and some public works vehicles that meet the definition of Heavy Duty-vehicle.
- Police cruisers, passenger vans, and cargo vans are exempt from this criterion, as fuel-efficient models are not currently available. However, Truro is committed to purchasing fuel-efficient police cruisers, passenger vans, and cargo vans when they become commercially available. Police and fire department administrative vehicles are NOT exempt and must meet fuel efficient requirements.



Kristen Reed, Chair



Robert Weinstein, Vice-Chair



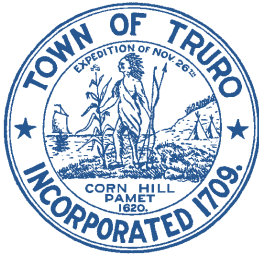
John Dundas, Clerk



Susan Areson



Stephanie Rein  
Select Board  
Town of Truro



# TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Tel: 508-349-7004, Fax: 508-349-5505

## POLICY MEMORANDUM #46

Date: Adopted March 8, 2011; Revised November 14, 2017, September 13, 2022,  
June 25, 2024

Subject: **Zero Emission Vehicle First Policy**

Effective Date: Immediately Upon Adoption

### DEFINITIONS

#### 1) DEFINITIONS

- a) Acquisition - In the context of this guideline, acquisition refers to the purchase or lease of on-road vehicles(whether used or new) by and for the Town of Truro and//or the Truro school district either to replace an existing fleet vehicle or to expand a fleet.
- b) Alternative fuel vehicles(AFVs) -Dedicated, flexible fuel, or dual-fuel vehicles designed to operate on at least one alternative fuel (such as electricity, biodiesel, propane, or natural gas) to reduce carbon emissions.
- c) Battery electric vehicle (BEV) ' An electric vehicle that draws propulsion energy solely from an on- board electrical energy storage device during operation that is charged from an external source of electricity.
- d) Electric vehicle supply equipment (EVSE) or electric vehicle charging station ' An electric component assembly or cluster of component assemblies designed specifically to charge batteries within electric vehicles by permitting the transfer of electric energy to a battery or other storage device in an electric vehicle.
- e) Exempt vehicles - Vehicles that are exempt from the Green Communities [Fuel Efficient Vehicle Policy](#) include off-road vehicles, motorcycles and heavy-duty vehicles with a manufacturer's gross vehicle weight rating (GVWR) of more than 8,500 pounds. Examples include fire engines, ambulances, and some public works vehicles.
- f) Fleet vehicles - In the context of this guideline, refers to on road vehicle assets owned or leased and operated by the (city/ town/ school district).
- g) Fuel-cell electric vehicle (FCEV or FCV) - An electric vehicle that draws propulsion energy

solely from an on-board energy storage device during operation, where energy stored as hydrogen is converted to electricity by a fuel cell, that is recharged from an external source of hydrogen.

- h) Fuel Efficient Vehicle (FEV) Policy - Issued by the Department of Energy Resources (DOER) to fulfill the requirements of the Green Communities Act. The [FEV Policy](#) requires designated Green Communities to acquire fuel-efficient vehicles; applies to all light-duty vehicle acquisitions with a gross vehicle weight rating (GVWR) of 8,500 pounds or less.
- i) Gross vehicle weight rating (GVWR) - The maximum safe operating weight of a vehicle, as specified by the manufacturer, including passenger and cargo loads.
- j) Heavy-duty vehicle - A vehicle with a manufacturer's gross vehicle weight rating of (GVWR) of more than 8,500 pounds
- k) Hybrid electric vehicle (HEV) - Powered by an internal combustion engine and a small electric motor that uses energy stored in a battery. Under light load, for instance during initial acceleration, only electricity is consumed. The vehicle is typically fueled with gasoline to operate the internal combustion engine, and the battery is charged through the engine and regenerative braking, not by plugging in.
- l) Light-duty vehicle' A vehicle with a GVWR of less than 8,500 pounds.
- m) Plug-in hybrid electric vehicle (PHEV) - An electric vehicle with an on-board electrical energy storage device that can be recharged from an external source of electricity and that also has the capability to run on another fuel.
- n) Telematics - A system that is installed in a vehicle that records and transmits information about the vehicle such as the current odometer, maintenance needs, and fuel/ electricity consumption.
- o) Zero emission vehicle (ZEV) - Zero emission vehicles include battery electric vehicles, plug-in hybrid electric vehicles, and fuel-cell electric vehicles; if the most recent definition of ZEVs per the Massachusetts Zero Emission Vehicle Commission diverges from this scope, the Commission definition shall take precedence.

## PURPOSE

The purpose of the Zero-Emission First Vehicle Policy is to set standards and guidelines for the purchase, operation, and maintenance of either the Town of Truro and//or the Truro school district fleet vehicles that will advance the economic, energy, and climate sustainability of municipal operations by achieving long-term reductions in energy costs, energy consumption, and greenhouse gas (GHG) emissions. The primary objectives of this policy are to:

- ξ Accelerate the adoption of emissions-reduction technologies and the transition of the fleet to all electric or other environmentally advantageous vehicles
- ξ Minimize the long-term environmental and financial impacts of fleet vehicles
- ξ Optimize the composition of the fleet to achieve maximum fuel efficiency

- ξ Advance the installation of electric charging infrastructure across municipal facilities
- ξ Prioritize the utilization of grants, rebates, and incentives to support the acquisition of vehicles and technologies that will improve efficiency and reduce GHG emissions.



The fleet policy is electric-first, meaning that electric vehicles shall be prioritized when the (city/ town/ school district) purchases or leases light-duty vehicles for its operations, followed by plug-in hybrid vehicles, then hybrid electric or other alternative fuel vehicle.

## Fuel-efficient requirements for standard vehicles

If it is determined that a ZEV does not meet operational needs, the purchased or leased vehicle must be the most fuel-efficient class, drive train, and model available that will fulfill the intended municipal function. When determining the most fuel-efficient vehicle for a given class, the municipality will utilize the fuel efficiency limits

contained in the most [recent guidance for the Fuel-Efficient Vehicle Policy](#) established by K Z&Green Communities Division.

- I. These limits are based on the most recently published U.S. Environmental Protection Agency combined city and highway MPGratings (see [www.fueleconomy.gov](http://www.fueleconomy.gov)). The EPA maintains a [database](#) on vehicle fuel efficiency that is updated throughout the year as new models are released.

Inventory

If the (city/ town/ school district) is utilizing MEI and maintains the full municipal fleet within the database, they have met this criterion for the ZEV policy. Otherwise, the Town of Truro and the Truro school district will maintain an annual vehicle inventory for ALL vehicles and a plan for replacing any vehicles with vehicles that adhere to the ZEV hierarchy established by this policy. The (city/ town/ school district) will review on an annual basis the Vehicle Inventory, along with this policy to plan for new acquisitions as part of planning for the new fiscal year budget.

The following information shall be included in a vehicle inventory list and said list shall be updated on an annual basis

and provided to the Green Communities Division:

[illegible]

II. Zero-Emission First Replacement Plan

All vehicles shall be replaced with following the electric-first hierarchy as indicated by this policy. Vehicles shall be replaced when they are no longer operable and will not be recycled from one municipal department to another unless the recycled replacement is more efficient than the vehicle it is replacing. In addition, when considering vehicle replacement, the function of the vehicle will be reviewed for potential replacement with a more fuel-efficient vehicle, including a zero-emission non-exempt vehicle.

III. Questions / Enforcement

All other inquiries should be directed to the department/ division responsible for fleet management and/ or fleet procurement. This policy is enforced by the Chief Administrative Officer and/ or his/ her designee(s).

Susan Areson, Chair

Robert Weinstein, Vice-Chair

Nancy Medoff, Clerk

Stephanie Rein

Susan Girard-Irwin  
Select Board  
Town of Truro

Policy Memorany#46 - Zero-Emission Vehicle First Policy

6/10/24

**Policy Memorandum # 46 - Zero-Emission Vehicle First Policy**

Municipality / School District ZERO EMISSION FIRST VEHICLE. POLICY	
Effective Date	
Revisions	
Select Board Approval Date	
School Superintendent Approval Date	

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4/ 3/ 2023

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The following information shall be included in a vehicle inventory list and said list shall be updated on an annual basis and provided to the Green Communities Division:

Model	Make	Model Year	Year/ month Purchased	Vehicle Fuel Source	Drive System: 2 WD, 4WD or AWD	> 8500 pounds ? (Y or N)	Exempt or non- exempt	MPG Rating	Vehicle Function
Ford	Explorer	2021	01/21	HEV	4WD	N	NE	Hybrid	Police Cruiser
Ford	F250	2016	08/2017	Diesel	4WD	Y	Exempt	N/A	DPW - Maintenance
Ford	Focus	2014	07/2014	Gasoline	2WD	N	NE	32	Assessors
International	Dump Truck	2011	09/2011	Diesel	RWD	Y	Exempt	N/A	Sander/Snowplowing
Chevy	Bolt	2022	09/2022	BEV	2WD	N	NE	BEV	Inspector

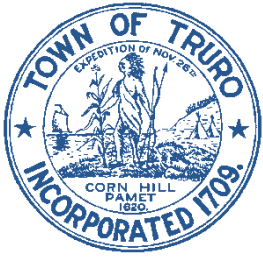
## II. Zero-Emission First Replacement Plan

All vehicles shall be replaced with following the electric-first hierarchy as indicated by this policy. Vehicles shall be replaced when they are no longer operable and will not be recycled from one municipal department to another unless the recycled replacement is more efficient than the vehicle it is replacing. In addition, when considering vehicle replacement, the function of the vehicle will be reviewed for potential replacement with a more fuel-efficient vehicle, including a zero-emission non-exempt vehicle.

## III. Questions / Enforcement

All other inquiries should be directed to the department/ division responsible for fleet management and/ or fleet procurement. This policy is enforced by the Chief Administrative Officer and/ or his/ her designee(s).





# TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

**Office of the Select Board**

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

June 25, 2024

**Lisa M. Sullivan, AICP**  
**Regional Coordinator, Green Communities**  
Massachusetts Department of Energy Resources  
C/O MassDEP Southeast Regional Office  
20 Riverside Drive, Lakeville, MA 02347

Dear Ms. Sullivan,

At a public Select Board Meeting held on June 25, 2024, the Truro Select Board voted to adopt the attached Zero-Emission-First Vehicle Policy.

Thank you,

Susan Arson, Chair

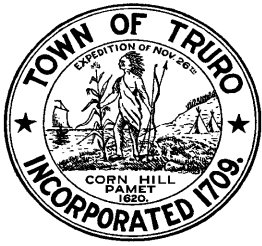
Robert Weinstein, Vice-Chair

Nancy Medoff, Clerk

Stephanie Rein

Susan Girard-Irwin





# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Town Administration

**REQUESTOR:** Darrin Tangeman, Town Manager

**REQUESTED MEETING DATE:** June 25, 2024

**ITEM:** Review and Possible Approval of Amendment of Expenditure Provisions for Beatrice Raisin Fund

**EXPLANATION:** The Beatrice Raisin Fund is a gift account established in 1995 in memory of Beatrice Raisin and donations to the Council on Aging that are not designated for a specific purpose are deposited into the account. In establishing the account, the Board of Selectmen provided that expenditures over \$100.00 would require approval of the Board of Selectmen. Town staff requests that the Select Board amend the expenditure provisions to align expenditure provisions with those set forth in Town Charter, Massachusetts General Law, and Town policy.

**FINANCIAL SOURCE (IF APPLICABLE):** Donations

**IMPACT IF NOT APPROVED:** Expenditures over \$100.00 will continue to require Select Board approval, which may impact timeliness of use of the funds.

**SUGGESTED ACTION:** *MOTION TO amend the provisions of the Beatrice Raisin Fund to "The gift account established by the Town Treasurer in accordance with the provisions of Massachusetts General Laws, Chapter 44, Section 53A known as the Beatrice Raisin Fund shall serve the purpose of receiving gifts and donations for the Truro Council on Aging to be expended by the Council on Aging for expenses related to the provision of services for the elders of the Town of Truro; and further that the Council on Aging may expend such funds for lawful expenditures in accordance with Town Charter, Massachusetts General Law, and Town policy."*

**ATTACHMENTS:**

1. February 21, 1995 Board of Selectmen Meeting Minutes establishing Beatrice Raisin Gift Fund (pp 3-4)

## **FEBRUARY 21, 1995 BOARD OF SELECTMEN'S MEETING MINUTES -Revised**

The Truro Board of Selectmen held a regular weekly meeting on Tuesday, February 21, 1995, at 7:30 p.m., in the second floor auditorium of the Town Hall, 24 Town Hall Road, Truro. Present were: Selectmen, Vice Chairman Robert J. Martin, Clerk, Lloyd F. Rose, Ruth Jacobs, and James T. Downey; Town Administrator Paul J. Guida; Chief of Police John J. Thomas; Planning Board members, Chairman Betsey Brown, Kenneth Brock, Al Kaufman, and Joan Holt; Truro Partnership Chairman, Norman Edinberg; Nicholas Brown; Adam Leigh; P.J. Ullmark; Kristina Bird; Billie Bates; John Pulawski; Dr. Gerard Kinahan; Maureen Rischтели, **Consumer Assistance Council, Inc.**; Anne Lord, Abby Swan, and Martha Ingram, **Provincetown/Truro Mediation Services**; and Joyce Johnson, Cape Codder. Selectmen Chairman John H. Snow was absent due to personal commitments.

Mr. Martin convened the meeting at 7:00 p.m.

### **Open Session**

The board reviewed minutes from previous meetings, and the correspondence files.

Mr. Downey made a motion to dispense with the reading of the 2/14/95 meeting minutes, and to accept the minutes as printed with the following amendment: on page one, paragraph 4, delete, after the word "consideration" in the fourth sentence, the remainder of the sentence, and insert, **"the Board agreed they would like to cover as many committee representatives as possible, but would like to include people who were not currently on committees."** Mrs. Jacobs gave the motion a second, and the motion passed unanimously with a 4-0 vote.

Mrs. Jacobs made a motion to accept the corrected meeting minutes for the 2/7/95 Selectmen's Meeting. Mr. Downey gave the motion a second, and the motion passed unanimously with a 4-0 vote.

Next Chief Thomas approached the board and presented a letter to the board rescinding the submission of the Annual Town Meeting Warrant petition for municipal employee tenure. Discussion ensued.

Mr. Downey made a motion to have the board instruct the Town Administrator to work with the Town Clerk and the Chief of Police on rescinding the tenure petition article. Mrs. Jacobs gave

the motion a second, and the motion passed unanimously with a 4-0 vote.

**Interviews for Appointments to the County Energy Committee  
and the Cape Cod Commission Waste Management Advisory Committee**

Next Mr. Martin began the interviews for a Truro representative and alternate to the Barnstable County Energy Committee. The board interviewed Billie Bates, Kristina Bird, and John Pulawski.

Next the board interviewed Ms. Bates and Ms. Bird for appointment consideration to serve as a 2nd alternate to the Cape Cod Commission's Waste Management Advisory Committee.

After these interviews Mr. Martin announced that the board would take the appointment matters for the energy and waste management committees under advisement until later in the meeting, and thanked the applicants for their interest and time.

**Interviews for Appointments to the Planning Board and the Truro Partnership**

Mr. Martin then convened a joint meeting with the Planning Board to consider candidates for appointment to the Planning Board to fill the vacancy created by the resignation of Betsy Smith until the Annual Town Election in conformity with G.L.c. 41§ 81A. The board interviewed Nicholas Brown, Adam Leigh, and P.J. Ullmark. After the interviews, prior to taking action, the Planning Board adjourned the Selectmen's Meeting to caucus on the matter.

Next the Selectmen interviewed Dr. Gerard Kinahan for consideration for appointment to fill a vacancy on the Truro Partnership for Economic Development.

Mrs. Jacobs made a motion to appoint Dr. Kinahan to the Truro Partnership for Economic Development to fill the unexpired term of Mr. Edward Oswalt who resigned previously. Mr. Rose gave the motion a second, and the motion passed with a 3-0-1 vote, with Mr. Downey abstaining because Dr. Kinahan is his personal dentist.

Next the Planning Board reconvened its meeting with the Selectmen. Mr. Martin conducted a poll by written ballot to determine the preference of the Selectmen and the Planning Board members. Eight votes were cast by written ballot as follows: Nicholas Brown received five votes, P.J. Ullmark received two votes, and one abstention.

Mr. Downey made a motion to unanimously appoint Nicholas Brown to the Planning Board to fill the vacancy caused by the resignation of Betsy Brown until the 1995 Annual Town Election. Mrs. Jacobs gave the motion a second, and the motion passed unanimously with a 8-0 vote.

**Maureen Rischitelli, Director Consumer Alliance Council, Inc.**

Next Mr. Martin introduced Maureen Rischitelli, Executive Director of the Consumer Alliance Council, Inc. Ms. Rischitelli explained the mission of the Consumer Alliance Council, Inc. which is to promote a good relation amongst consumers and businesses under the consumer protection laws. She stated that she would like to locate a local volunteer who could coordinate Truro's affairs with the Consumer Alliance Council, Inc. Discussion ensued, but no action was taken.

### **Provincetown/Truro Mediation Services**

Next Mr. Martin introduced the representatives of the Provincetown/Truro Mediation Services, Ann Lord, President, Abby Swan, and Martha Ingram. Ms. Lord and associates made a presentation about their services, and discussion ensued.

Mr. Guida was instructed to place an article on the Annual Town Meeting Warrant seeking funding for the Provincetown/Truro Mediation Services in the amount of \$2,000, contingent upon a Proposition 2 1/2 Override.

### **Town Administrator's Report**

Mr. Guida asked the board to consider giving the surplus curtains and curtain holders from the old Town Hall stage to the Castle Hill Center for the Arts.

Mr. Martin made a motion to have the Selectmen give the surplus curtains and curtain holder, with a value of under \$500 to the Castle Hill Center for the Arts, provided that should the Center plan to dispose of these items in the future, the Town of Truro will be notified and have the right of first refusal. Mr. Rose gave the motion a second, and the motion passed unanimously with a 4-0 vote.

Mr. Guida reviewed the Cranberry Bog Restoration/Renovation Grant Program correspondence.

Next Mr. Guida asked the board to authorize him, as the Town of Administrator to proclaim March as Red Cross Month in Truro, as requested by the Cape Cod Chapter of the American Red Cross. Although no vote was taken, the board unanimously supported the request and asked Mr. Guida to proclaim March, 1995 Red Cross Month in Truro.

Upon the recommendation of the Town Administrator, Mrs. Jacobs made a motion that the Board of Selectmen vote to authorize the Town Treasurer to establish a gift account under the provisions of Massachusetts General Laws, Chapter 44, Section 53A for the purpose of receiving gifts and donations for the Truro Council on Aging for expenses related to the provision of caregiving services for elders of the Town of Truro; and further that the Council on Aging may expend said funds for lawful expenditures related to such caregiving services without further approval of the Board of Selectmen, or further appropriation, and in conformity with the provisions of said statute. Mr. Rose gave the motion a second, and the motion passed

unanimously with a 4-0 vote.

Upon the recommendation of the Town Administrator, Mrs. Jacobs made a motion to authorize the Town Treasurer to establish a gift account under the provisions of Massachusetts General Laws, Chapter 44, Section 53A to be known as the Beatrice Raisin Fund for the purpose of receiving gifts and donations for the Truro Council on Aging to be expended by the Council on Aging for expenses related to the provision of services for the elders of the Town of Truro; and further that the Council on Aging may expend said funds for lawful expenditures of One Hundred Dollars (\$100), or less, without further approval of the Board of Selectmen, or further appropriation, and in conformity with the provisions of said statute. Mr. Rose gave the motion a second, and the motion passed unanimously with a 4-0 vote.

Next Mr. Guida reviewed correspondence from Seaver Construction Co., and Barry Wartenberg, Town Building Committee regarding the Fire/Rescue/Police Station Construction Project. It was agreed that Messrs. Downey and Martin would meet with Messrs. Guida and Wartenberg on 2/23/95 at 10:00 a.m. to review the problems with the job, and to discuss the landscaping proposal submitted by Dr. Howard Irwin with the Director of Public Works, Paul A. Morris.

Mr. Guida gave the board correspondence from Kenneth Brock, Cape Cod Commission Chairman regarding the 3/2/95 commission meeting at which final action of the Truro Comprehensive Plan will take place, and his comments on the Route #6 expansion and reconstruction proposal. Also correspondence from Brewster Selectman Christine Durgin regarding the Route #6 proposals seeking comments from certain local officials on the construction proposals was presented to the board.

### **Selectmen's Requests and New Business**

Mr. Rose made a motion to have the Town Administrator prepare a letter to our Congressman seeking continued federal support for the Public Broadcast System (PBS). Mrs. Jacobs gave the motion a second, and the motion passed with a 3-0-1 vote, with Mr. Downey abstaining.

Mr. Rose then asked the board that he wanted to discuss the COP FAST Grant that would give Truro funding to hire an attention police officer. Mr. Martin informed Mr. Rose that he has asked the Chief of Police to speak to the matter with the board at the next Selectmen's Meeting to be held on 2/28/95.

Next Mr. Martin asked the board to reconsider its action of the previous week establishing a five member Local Comprehensive Plan Steering Committee. He asked the board to consider increasing the size of the steering committee from five to seven members, and to choose two additional members from the following applicants: Kenneth Brock, Betsey Brown, and Norman Edinberg. Discussion ensued.

Mr. Martin made a motion to increase the number of members on the Local Comprehensive Plan


Steering Committee from five to seven. Mr. Rose gave the motion a second, but the motion failed with a vote of 2-2 with Messrs. Rose and Martin voting in the affirmative, and Mrs. Jacobs and Mr. Downey voting in the negative.


Mr. Martin made a motion to appoint John Pulawski as the representative, and Kristina Bird as the alternate to the County Energy Committee for a term of one year commencing on March 1, 1995; and Billie Bates as the 2nd alternate to the Cape Cod Commission's Waste Management Advisory Committee for a one year term commencing March 1, 1995. Mr. Downey gave the motion a second, and the motion passed unanimously with a 4-0 vote.


Next Mr. Martin asked the board to consider supporting a Truro Charter change initiative seeking to amend Section 8-2-2 of the charter to afford appointed officials who are not reappointed the right to a hearing, the right to have cause for failure to appoint presented by the appointing authority, and to have the right to address the causes presented. Discussion ensued, but no action on the matters was taken.

With no additional business for the board, Mrs. Jacobs made a motion to adjourn. Mr. Downey gave the motion a second, and the motion to adjourn passed with a 4-0 vote.

Mr. Martin adjourned the meeting at 11:25 p.m.

  
Robert J. Martin, Vice Chairman

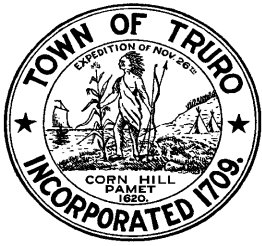
  
Lloyd F. Rose, Clerk

  
Ruth Jacobs

  
James T. Downey

Board of Selectmen  
Town of Truro

PJG  
2/25/95



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Fire Department

**REQUESTOR:** Tim Collins, Fire Chief

**REQUESTED MEETING DATE:** June 25, 2024

**ITEM:** Review and Possible Approval of Increasing Ambulance Transport Mileage Rate and Setting an Additional Ambulance Rate Category of Advanced Life Support

**EXPLANATION:** Truro, as a rural Fire Department, is allowed to bill at a higher mileage rate. When Lower Cape Ambulance provided service to Truro, we were billed at \$25.00 per mile. Truro currently bills at \$15.00 per mile.

As an example, TFD used the month of May in which they billed out for \$604 in mileage. With the higher bill rate, that amount would be \$1007.

Current Mileage Rates for Other Outer Cape Towns are:

Provincetown-\$27.50/mile

Wellfleet-\$15.00/mile

Eastham-\$29.76/mile

Orleans-\$35.91/mile

The Truro Fire Department would also like to establish an additional rate category of ALS 2 at a base rate of \$2927.00 to its ambulance rates.

**FINANCIAL SOURCE (IF APPLICABLE):** Receipts from ambulance billing

**IMPACT IF NOT APPROVED:** Mileage rate will remain at current rate and the Town would not be able to bill at a higher rate even though more advanced procedures were performed.

**SUGGESTED ACTION:**

*Motion to approve raising the ambulance transport rate from \$15 per mile to \$25 per mile and to establish an additional ambulance rate category of ALS 2 at a base rate of \$2927.00.*

**ATTACHMENTS:**

1. Advanced Life Support Definition and Explanation



reported condition at the time of dispatch was such that only an ALS crew was qualified to perform the assessment. An ALS assessment does not necessarily result in a determination that the patient requires an ALS level of service. In the case of an appropriately dispatched ALS Emergency service, as defined below, if the ALS crew completes an ALS Assessment, the services provided by the ambulance transportation service provider or supplier shall be covered at the ALS emergency level, regardless of whether the patient required ALS intervention services during the transport, provided that ambulance transportation itself was medically reasonable and necessary, as defined in section 10.2, above and all other coverage requirements are met.

### **Advanced Life Support Intervention**

**Definition:** An ALS intervention is a procedure that is in accordance with state and local laws, required to be done by an emergency medical technician-intermediate (EMT-Intermediate) or EMT-Paramedic.

**Application:** An ALS intervention must be medically necessary to qualify as an intervention for payment for an ALS level of service. An ALS intervention applies only to ground transports.

### **Advanced Life Support, Level 1 (ALS1) - Emergency**

**Definition:** When medically necessary, the provision of ALS1 services, as specified above, in the context of an emergency response, as defined below.

### **Advanced Life Support, Level 2 (ALS2)**

**Definition:** Advanced life support, level 2 (ALS2) is the transportation by ground ambulance vehicle and the provision of medically necessary supplies and services including (1) at least three separate administrations of one or more medications by intravenous (IV) push/bolus or by continuous infusion (excluding crystalloid fluids) or (2) ground ambulance transport, medically necessary supplies and services, and the provision of at least one of the ALS2 procedures listed below:

- a. Manual defibrillation/cardioversion;
- b. Endotracheal intubation;
- c. Central venous line;
- d. Cardiac pacing;
- e. Chest decompression;
- f. Surgical airway; or



g. Intraosseous line.

**Application:** Crystalloid fluids include but are not necessarily limited to 5 percent Dextrose in water (often referred to as D5W), Saline and Lactated Ringer's. To qualify for the ALS2 level of payment, medications must be administered intravenously. Medications that are administered by other means, for example: intramuscularly, subcutaneously, orally, sublingually, or nebulized do not support payment at the ALS2 level rate.

The IV medications are administered in standard doses as directed by local protocol or online medical direction. It is not appropriate to administer a medication in divided doses in order to meet the ALS2 level of payment. For example, if the local protocol for the treatment of supraventricular tachycardia (SVT) calls for a 6 mg dose of adenosine, the administration of three 2 mg doses in order to qualify for the ALS 2 level is not acceptable.

The administration of an intravenous drug by infusion qualifies as one intravenous dose. For example, if a patient is being treated for atrial fibrillation in order to slow the ventricular rate with diltiazem and the patient requires two boluses of the drug followed by an infusion of diltiazem, then the infusion would be counted as the third intravenous administration and the transport would be billed as an ALS 2 level of service.

The fractional administration of a single dose (for this purpose, meaning a "standard" or "protocol" dose) of a medication on three separate occasions does not qualify for ALS2 payment. In other words, the administering 1/3 of a qualifying dose 3 times does not equate to three qualifying doses to support claiming ALS2-level care. For example, administering one-third of a dose of X medication 3 times might = Y (where Y is a standard/protocol drug amount), but the same sequence does not equal 3 times Y. Thus, if 3 administrations of the same drug are required to claim ALS2 level care, each administration must be in accordance with local protocols; the run will not qualify at the ALS2 level on the basis of drug administration if that administration was not according to local protocol. The criterion of multiple administrations of the same drug requires that a suitable quantity of the drug be administered and that there be a suitable amount of time between administrations, and that both are in accordance with standard medical practice guidelines.

An example of a single dose of medication administered fractionally on three separate occasions that would not qualify for the ALS2 payment rate is the administration of a single 1 mg dose of IV Epinephrine in partial increments to treat an adult pulseless Ventricular Tachycardia/Ventricular Fibrillation (VF/VT) patient. The American Heart Association (AHA), Advanced Cardiac Life Support (ACLS) protocol calls for Epinephrine to be administered in 1 mg increments every 3 to 5 minutes. Therefore, administering IV Epinephrine in separate increments of 0.25 mg, 0.25 mg, and 0.50 mg (for a total of 1 mg) over the course of a single 3 to 5 minute episode would not qualify for the ALS2 level of payment. Conversely, administering three separate 1 mg doses of IV Epinephrine over the requisite protocol-based time period to a patient with unresolved

VF/VT would qualify for an ALS2 level of service. **NOTE:** refer to and abide by your authorized protocols; AHA's ACLS protocols are referenced here only by way of widely recognized example.

Another example that **would not qualify** for the ALS2 payment level is administering Adenosine in three 2 mg increments (for a total of 6 mg) in treating an adult patient with Paroxysmal Supraventricular Tachycardia (PSVT). ACLS guidelines dictate treating PSVT with 6 mg of Adenosine by rapid intravenous push (IVP) over 1 to 2 seconds. Should the initial 6 mg dose not eliminate the PSVT within 1 to 2 minutes, guidelines dictate that another 12 mg of Adenosine IVP should be administered where the PSVT persists, followed by another 12 mg dose 1 to 2 minutes later; for a total of 30 mg of Adenosine. Administering a total of 30 mg of Adenosine, involving three episodes of administration in a complete cycle of treatment as outlined above, **would qualify** for ALS2 payment.

Endotracheal (ET) intubation (which includes intubating and/or monitoring/maintaining an ET tube inserted prior to transport) is a service that qualifies for the ALS2 level of payment. Therefore, it is not necessary to consider medications administered by ET tube to determine whether the ALS2 rate is payable.



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Darrin Tangeman, Town Manager

**REQUESTED MEETING DATE:** June 25, 2024

**ITEM:** Discussion on 340 Route 6 and the Proposed Public Works Facility

**EXPLANATION:** Town Manager Darrin Tangeman will provide an overview of the consideration of 340 Route 6 for the site of the public works facility, related Town Meeting and Special Town Meeting actions, and how those actions impact next steps in the process for constructing a new public works facility.

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

**IMPACT IF NOT APPROVED:** N/A

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

**ATTACHMENTS:**

1. Special Town Meeting Articles 2, 3 and 4
2. Annual Town Meeting Article 13
3. Certified Vote on Annual Town Meeting Article 13

DEPARTMENT OF PUBLIC WORKS FACILITY ARTICLES

TWO-THIRDS VOTE

**Article 2: Authorization of Use of 340 Route 6 for Public Works Facility**

To see if the Town will vote to transfer the care, custody and control of a parcel of land, with all improvements thereon, located at 340 Route 6, Truro, containing 2.693 acres, more or less, being Parcel ID No. 039-323, and being a portion of the premises described in an Order of Taking recorded with the Barnstable County Registry of Deeds in Book 7197, Page 177 from the Select Board or other board or officer having custody thereof for a police station or a fire station or other purposes for which such parcel is currently held, to the Select Board for a public works facility and general municipal purposes; or take any other action relative thereto.

Requested by the Select Board

*Explanation: In 2018 the Town contracted with Weston & Sampson to complete a feasibility study to determine a new location, and new facility for the DPW. The scope of services included but were not limited to the following: provide a program for the DPW, provide an evaluation of the current facility and related building systems, as well as potential sites, provide a conceptual plan based on site location, and provide an estimate for construction costs. The initial study was completed in 2019 and presented deliverables to the Select Board in February of 2020. Since then, there have been numerous public meeting updates with the Select Board comparing four potential sites. On June 27th the Select Board voted in favor of relocating the DPW Facility to the town-owned parcel at 340 Route 6.*

	In Favor	Not In Favor	Abstain
Select Board Recommendation	5	0	0

## TWO-THIRDS VOTE

**Article 3: Borrowing Authorization for the Engineering and Construction of Public Works Facility**

To see if the Town will vote to raise and appropriate, borrow and/or transfer from available funds the sum of Thirty-Five Million Dollars (\$35,000,000), or any other sum, to pay costs of engineering and constructing a new Department of Public Works Facility, including the payment of all costs incidental and related thereto; provided however that such vote shall not take effect until the Town votes to exempt from the limitations on total property taxes imposed by G.L. c. 59, §21C (Proposition 2 ½) the amounts required to pay the principal of and interest on the borrowing approved by this vote and further authorize the Select Board and/or Town Manager to apply for and accept any Federal, State, County or other funds that may be available for this purpose and to enter into any agreements for acceptance of any such grants or funds which shall be used to offset the total appropriation authorized herein, or to take any other action relative thereto.

Requested by the Select Board

*Explanation: This article requests the authorization to borrow the full amount required for the **engineering and construction** of a new Department of Public Works Facility. If approved at Town Meeting and at the ballot, engineering and construction can proceed without the need for future Town Meeting action, thus increasing the likelihood that the project proceeds at an expedited pace. A subsequent article will request only the engineering costs associated with the project and will be considered only if this article fails.*

	In Favor	Not In Favor	Abstain
Finance Committee Recommendation	5	0	0
Select Board Recommendation	4	1	0

## POTENTIAL IMPACT

DPW Facility Engineering & Construction Debt Service - \$35M	*Debt Service	\$100K Assessed Value	\$500K Assessed Value	2024 Avg Residential Value of \$1,042,804
30 year bond at 4.5%, level debt. Year 1 (FY2026) debt service shown.	\$2,150,000	\$58.82	\$294.12	\$613.43
<p><i>*This is the first time a borrowing authorization has been placed in front of Town Meeting since passage of Article 39, ATM 9/26/2021. The article requested that "all financial warrant articles, outside the omnibus budget, which could incur expenditures in excess of \$50,000.00 be required to delineate their cost and the estimated tax impact on an average home..."</i></p> <p><i>The impact presented above is an estimate. Borrowing authorizations allow the Treasurer to sell debt to pay for a given project; the debt for the above project has not yet been sold. Debt service cost is projected. The debt service listed is for the first year of principal + interest cost of the projected debt service. The debt service and timing may change due to project changes or interest rate changes. The impact to a specific household or tax bill will vary. Tax impacts are based on the total residential valuation of every residential property in the Town as of the first of the calendar year. In the chart above, the Fiscal Year 2024 (FY2024) tax base/valuation used to calculate impacts was assessed by the Board of Assessor's as of January 1, 2023 and certified by the Department of Revenue in the fall of 2023.</i></p>				

## TWO-THIRDS VOTE

**Article 4: Borrowing Authorization for the Engineering of Public Works Facility**

To see if the Town will vote to raise and appropriate, borrow and/or transfer from available funds the sum of Three Million Five Hundred Thousand Dollars (\$3,500,000.00), or any other sum, to pay engineering costs of a new Department of Public Works Facility, including the payment of all costs incidental and related thereto; provided however that such vote shall not take effect until the Town votes to exempt from the limitations on total property taxes imposed by G.L c. 59, §21C (Proposition 2 ½) the amounts required to pay the principal of and interest on the borrowing approved by this vote and further authorize the Select Board and/or Town Manager to apply for and accept any Federal, State, County or other funds that may be available for this purpose and to enter into any agreements for acceptance of any such grants or funds which shall be used to offset the total appropriation authorized herein, or to take any other action relative thereto.

Requested by the Select Board

*Explanation: This article requests the authorization to borrow the amount required for **only the engineering** of a new Department of Public Works Facility, which is approximately 10% of the total project cost for the engineering and construction of the Facility. If approved at Town Meeting and at the ballot, engineering can proceed and the funding for the actual construction would be presented to voters at a subsequent town meeting and election ballot. A previous article requested the costs associated with the full project (engineering and construction). If that article passes, this article will be indefinitely postponed. If that article fails, this article will be considered.*

	In Favor	Not In Favor	Abstain
Finance Committee Recommendation	3	1	1
Select Board Recommendation	5	0	0

## POTENTIAL IMPACT

DPW Facility Engineering ONLY Debt Service - \$3,500,000	*Debt Service	\$100K Assessed Value	\$500K Assessed Value	2024 Avg Residential Value of \$1,042,804
1 year BAN at 4.0%, followed by 4.5% Bond, 29 years (assumes construction is authorized), level debt service. Year 1 (FY2026) debt service shown.	\$217,500	\$5.95	\$29.75	\$62.06
<p><i>*This is the first time a borrowing authorization has been placed in front of Town Meeting since passage of Article 39, ATM 9/26/2021. The article requested that "all financial warrant articles, outside the omnibus budget, which could incur expenditures in excess of \$50,000.00 be required to delineate their cost and the estimated tax impact on an average home..."</i></p> <p><i>The impact presented above is an estimate. Borrowing authorizations allow the Treasurer to sell debt to pay for a given project; the debt for the above project has not yet been sold. Debt service cost is projected. The debt service listed is for the first year of principal + interest cost of the projected debt service. The debt service and timing may change due to project changes or interest rate changes. The impact to a specific household or tax bill will vary. Tax impacts are based on the total residential valuation of every residential property in the Town as of the first of the calendar year. In the chart above, the Fiscal Year 2024 (FY2024) tax base/valuation used to calculate impacts was assessed by the Board of Assessor's as of January 1, 2023 and certified by the Department of Revenue in the fall of 2023.</i></p>				

**TWO-THIRDS VOTE****Article 13: Borrowing Authorization for the Engineering and Construction of Public Works Facility**

To see if the Town will vote to raise and appropriate, borrow and/or transfer from available funds the sum of Thirty-Five Million Dollars (\$35,000,000.00), or any other sum, to pay costs of engineering and constructing a new Department of Public Works Facility at 340 Route 6, including the payment of all costs incidental and related thereto; provided however that such vote shall not take effect until the Town votes to exempt from the limitations on total property taxes imposed by G.L. c. 59, §21C (Proposition 2 ½) the amounts required to pay the principal of and interest on the borrowing approved by this vote and further authorize the Select Board and/or Town Manager to apply for and accept any Federal, State, County or other funds that may be available for this purpose and to enter into any agreements for acceptance of any such grants or funds which shall be used to offset the total appropriation authorized herein, or to take any other action relative thereto.

Requested by the Select Board

*Explanation: Weston & Sampson identified 340 Route 6 as the most advantageous site of the 7 potential sites reviewed in the feasibility study. On June 27, 2023, the Select Board voted in favor of relocating the DPW Facility to 340 Route 6. This article requests the authorization to borrow the full amount required for the engineering and construction of a new Department of Public Works Facility to be located at 340 Route 6, and requires approval at the election ballot. The Select Board will present a dollar value on Town Meeting floor that is **lower** than the \$35 million dollar authorization in the text of this article after the Ad Hoc Building Committee for the Future Public Works Facility provides its cost-savings recommendations. The lower dollar value would be included in the motion on Town Meeting floor and would be a not-to-exceed amount for how much the town is **authorized to borrow**. Any grants received or budget decreases would result in a decrease in the amount that is **actually borrowed**.*

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

## POTENTIAL IMPACT

<i>DPW Facility Engineering &amp; Construction-\$35M</i>	<i>*Debt Service</i>	<i>\$100K Assessed Value</i>	<i>\$500K Assessed Value</i>	<i>2024 Avg Residential Value of \$1,042,804</i>
30-year bond at 3.75%, level debt. Year 1 (FY2025 debt service shown)	\$1,963,067	\$56.26	\$281.30	\$586.69
<p><i>*This is the first time a borrowing authorization has been placed in front of Town Meeting since passage of Article 39, ATM 9/26/2021. The article requested that "all financial Warrant articles, outside the omnibus budget, which could incur expenditures in excess of \$50,000.00 be required to delineate their cost and the estimated tax impact on an average home..."</i></p> <p><i>The impact presented above is an estimate. Borrowing authorizations allow the Treasurer to sell debt to pay for a given project; the debt for the above project has not yet been sold. Debt service cost is projected. The debt service listed is for the first year of principal + interest cost of the projected debt service. The debt service and timing may change due to project changes or interest rate changes. The impact on a specific household or tax bill will vary. Tax impacts are based on the total residential valuation of every residential property in the Town as of the first of the calendar year. The chart above uses the Fiscal Year 2024 tax base/valuation, which was assessed by the Board of Assessors as of January 1, 2023 and certified by the Department of Revenue in the fall of 2023.</i></p>				



**ANNUAL TOWN MEETING- DAY TWO**  
**TRURO CENTRAL SCHOOL BALLFIELD**  
**Sunday, May 5, 2024**

**Article 13: Borrowing Authorization for the Engineering and Construction of Public Works Facility**

To see if the Town will vote to raise and appropriate, borrow and/or transfer from available funds the sum of Thirty-Five Million Dollars (\$35,000,000.00), or any other sum, to pay costs of engineering and constructing a new Department of Public Works Facility at 340 Route 6, including the payment of all costs incidental and related thereto; provided however that such vote shall not take effect until the Town votes to exempt from the limitations on total property taxes imposed by G.L. c. 59, §21C (Proposition 2 ½) the amounts required to pay the principal of and interest on the borrowing approved by this vote and further authorize the Select Board and/or Town Manager to apply for and accept any Federal, State, County or other funds that may be available for this purpose and to enter into any agreements for acceptance of any such grants or funds which shall be used to offset the total appropriation authorized herein, or to take any other action relative thereto.

Requested by the Select Board

*Article 13: Moved and seconded to approve Article 13 as amended:*

I move that the Town appropriate the sum of Two Million, Eight Hundred Thirty One Thousand Dollars (\$2,831,000.00) to pay costs engineering and related services for a new Department of Public Works Facility predominantly at the Town Hall Hill site (excluding the 340 Route 6 site) including the payment of all costs incidental and related thereto; expenditure of said appropriation shall be limited to that needed for schematic design at this time. The balance of shall be available for use only after the Town approves the schematic design and appropriates funds for the balance of the project costs; provided however that the vote shall not take effect until the Town votes to exempt from the limitations on total property taxes imposed by G.L. c. 59, §21C (Proposition 2 ½) the amounts required to pay the principal of and interest on the borrowing approved by this vote and further authorize the Select Board and/or Town Manager to apply for and accept any Federal, State, County or other funds that may be available for this purpose and to enter into any agreements for acceptance of any such grants or funds which shall be used to offset the total appropriation authorized herein, or to take any other action relative thereto.

*Article 13 passes as declared by the Moderator.*

*A true copy, attest:*



Elisabeth Verde  
Town Clerk, Town of Truro  
May 7, 2024





# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Noelle Scoullar, Executive Assistant

**REQUESTED MEETING DATE:** June 25, 2024

**ITEM:** Review and Possible Approval of Entertainment License to Truro Community Kitchen

**EXPLANATION:** Truro Community Kitchen is holding a fundraiser at Truro Vineyards on July 25, 2024, where they will be having a band from 6:30pm – 9:00pm. The Police Chief has signed off on the application.

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

**IMPACT IF NOT APPROVED:** The Truro Community Kitchen’s fundraiser will be held with no entertainment.

**SUGGESTED ACTION:** *Motion to approve the entertainment license for Truro Community Kitchen for July 25, 2024, from 6:30pm-9:00pm at the Truro Vineyards.*

**ATTACHMENTS:**

- 1. Application for an Entertainment License



# 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](mailto:ntudor@truro-ma.gov) or [mscoular@truro-ma.gov](mailto:mscoular@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

Wendy Lurie TRURO Community Kitchen  
 Name of Applicant Business/Organization Name

PO Box 1053 North Truro, MA 02652  
 Mailing Address of Business/Organization

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

☒ Yes

☐ No

Wendy Lurie  
 Contact Person

#### INDIVIDUAL APPLICANT INFORMATION

Individual's Name

Mailing Address

Phone Number

Email Address

#### EVENT INFORMATION

July 25 2024  
 Day (s)/Date (s) of Event for License to be issued

Fundraiser  
 Purpose of Event (example: fundraiser)

Hours of Event (from - to) 6:30 - 9:00

TRURO Vineyard - State Rd. Event is: ☐ Indoor ☒ Outdoor Event  
 Location (Must provide facility name, if any, street number)

Kristen Roberts  
 Property Owner Name and Address

Phone number

Seating Capacity: \_\_\_\_\_

Occupancy Number: \_\_\_\_\_

Black fish  
 Name of Caterer (if applicable)

Approximate number of people attending 120

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) 4, acoustic + electric guitar + upright bass + drums

Amplified System: ☒ Yes ☐ No

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

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

### Applicant's Signature

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

Signature Wally B. B.

Date 6/1/24

- 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 June 6, 2024

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

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date:

**MAY 14 2020**

TRURO COMMUNITY KITCHEN INC  
300 US 6  
TRURO, MA 02666-0000

Employer Identification Number:

[REDACTED]

DLN:

[REDACTED]

Contact Person:

CUSTOMER SERVICE

Contact Telephone Number:

(877) 829-5500

Accounting Period Ending:

December 31

Form 990-PF Required:

Yes

Effective Date of Exemption:

April 1, 2020

Addendum Applies:

No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a private foundation within the meaning of Section 509(a).

You're required to file Form 990-PF, Return of Private Foundation or Section 4947(a)(1) Trust Treated as Private Foundation, annually, whether or not you have income or activity during the year. If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to [www.irs.gov/charities](http://www.irs.gov/charities). Enter "4221-PF" in the search bar to view Publication 4221-PF, Compliance Guide for 501(c)(3) Private Foundations, which describes your recordkeeping, reporting, and disclosure requirements.

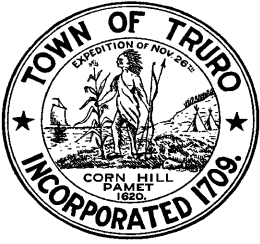
Letter 1076

TRURO COMMUNITY KITCHEN INC

Sincerely,

*Stephen A. Martin*

Director, Exempt Organizations  
Rulings and Agreements



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Noelle Scoullar, Executive Assistant

**REQUESTED MEETING DATE:** June 25, 2024

**ITEM:** Review and Possible Approval of National MS Bike Ride Through Truro

**EXPLANATION:** The National MS Society is holding its annual Cape Cod Getaway cycling event and will be coming through Truro on Sunday, June 30, 2024. The Police Chief has met with event organizers to discuss concerns along the route. They have completed an Operational Plan and received an agreement which the Police Department has for requested staff.

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

**IMPACT IF NOT APPROVED:** The bike event will not have permission to ride through Truro.

**SUGGESTED ACTION:** *Motion to Approve the Application for Permit for Organized Bike Ride for the National MS Society and to Authorize the Chair to sign the Event Notification Form and Approval Reply Form Electronically.*

**ATTACHMENTS:**

1. Application, along with supporting documentation.



# TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666  
Tel: 508-349-7004 , Extension: 110 or 124 Fax: 508-349-5505

## APPLICATION FOR PERMIT FOR ORGANIZED BIKE & ROAD RACES

Applicant: National MS Society/Samantha Boland Email: Samantha.Boland@nmss.org

Group Affiliation (If Any): \_\_\_\_\_

Mailing Address: PO Box 289 City: Canton State: MA Zip: 02021

Phone: 781-693-5125 Cell Phone: \_\_\_\_\_

Type of Event (Please be specific as to number of persons, equipment to be used (if any), whether food or beverages will be served, parking arrangements, etc.):

Rules of the road charity cycling event. We anticipate that we will have around 897 participants passing through between 6:30 a.m. and 2:30 p.m. With a rest stop

at Truro Central School.

Streets &/or Roads to be Used:

Please see attached route map and turn by turns.

Date(s) and Hours Race/Event:

06/30/2024, 6:30 a.m. and 2:30 p.m

Day: Sunday

**Applicant is responsible for obtaining all necessary permits and inspections (see page 2)**

**If Town Beaches are being used the Use of Town Property MUST be completed in addition to this application.**  
I, as applicant for the above, do hereby acknowledge that the town is exempt from any liability for this activity. I, as applicant for the above, additionally guarantee that the area to be used will be cleaned and left free of any debris at the completion of said activity.

Samantha Boland

Signature of Applicant

5/17/24

Date

Action by the Town Manager :

Date: \_\_\_\_\_

\_\_\_\_ Approved as submitted

\_\_\_\_ Approved with the following condition(s): \_\_\_\_\_

\_\_\_\_ Disapproved with the following reason(s): \_\_\_\_\_

Signature of the Town Manager : \_\_\_\_\_



## EVENT NOTIFICATION FORM

Date: \_\_\_\_\_

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

Dear Sir:

Please be advised that the Grantee(s) of this Event \_\_\_\_\_ has notified the Board of Selectmen/City Council, Local Police Department, Local Fire Department and if applicable the State Police of its intention to conduct road work/parade/race/ride or other events impacting State Highways on Route(s) \_\_\_\_\_ in or through the City/Town(s) of \_\_\_\_\_ benefiting \_\_\_\_\_

The Grantee(s) of this Event understands that it must give the Police and Fire Departments at least 48 hours notice before the commencement of the proposed event.

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

The following signatures are required prior to the issuance of the Permit.

### **LOCAL POLICE DEPARTMENT**

Signed: Jamie Calise

Title: Chief of Police \*

City/Town: Truro

\* Police/flag staff req.'s agreed to by applicant

### **BOARD OF SELECTMEN/CITY COUNCIL**

Signed: \_\_\_\_\_

Title: \_\_\_\_\_

City/Town: \_\_\_\_\_

### **FIRE DEPARTMENT**

Signed: [Signature]

Title: Fire Chief

City/Town: Truro

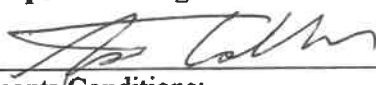
### **STATE POLICE DEPARTMENT**

Signed: \_\_\_\_\_

Title: \_\_\_\_\_

City/Town: \_\_\_\_\_

**APPLICANT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS & INSPECTIONS**

<b>Health/Conservation Agent Signature:</b>  _____ <b>Comments/Conditions:</b>  <b>Permits/Inspections needed:</b>	<b>Building Commissioner Signature:</b>  _____ <b>Comments/Conditions:</b>  <b>Permits/Inspections needed:</b>
<b>Police Department Signature:</b> <i>Jamie Calise</i> _____ <b>Comments/Conditions:</b> <b>Police/flag staff min. req.'s agreed to by applicant</b>	<b>Fire Department Signature:</b>  _____ <b>Comments/Conditions:</b> <i>No issue</i>
<b>DPW Signature:</b>  _____ <b>Comments/Conditions:</b>	<b>Harbormaster Signature:</b>  _____ <b>Comments/Conditions:</b>
<b>Recreation and Beach Director:</b>  _____ <b>Comments/Conditions:</b>	<b>Other:</b>  _____ <b>Comments/Conditions:</b>



**National  
Multiple Sclerosis  
Society**

## **APPROVAL REPLY FORM**

Town of Truro

Attn:  
Town of Truro  
24 Town Hall Road  
P.O. Box 2030  
Truro, MA 02666

From: Samantha Boland, Manager/Event Production

Organization: National MS Society

Re: June 30, 2024 / Annual Bike MS: Cape Cod Getaway Cycling Event

---

I am aware that the annual Bike MS: Cape Cod Getaway cycling event will be coming through town on **Sunday, June 30, 2024**. I have reviewed and approved the routes. Should I have any questions and/or concerns regarding this year's event, I will be sure to contact Samantha Boland at the National MS Society at 781-693-5125, [Samantha.Boland@nmss.org](mailto:Samantha.Boland@nmss.org), or Tim Munetsi at 972-505-5004, [tim@promoterline.com](mailto:tim@promoterline.com).

By signing below, I am granting permission from the town to conduct this event.

\_\_\_\_\_  
*Print Name*

\_\_\_\_\_  
*Title*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

Please return this form to Tim Munetsi at:  
[tim@promoterline.com](mailto:tim@promoterline.com) or  
Attn: Tim Munetsi  
PO Box 2028  
Colleyville, TX 76034



**National  
Multiple Sclerosis  
Society**

April 11, 2024

Attn:

Town of Truro  
24 Town Hall Road  
P.O. Box 2030  
Truro, MA 02666

On behalf of the National MS Society, Greater New England Market, I would like to extend our gratitude for the continuous support and cooperation the Town of Truro has shown for our annual Bike MS event. The funds raised from this event will continue to be used to advance our support of national research and to support local programming for the more than 27,000 people within Greater New England who are affected by multiple sclerosis.

The 2024 Bike MS: Cape Cod Getaway event is scheduled to take place on Sunday, June 30, 2024. We anticipate that we will have around 897 participants for this event that will start at Massachusetts Maritime Academy in Buzzards Bay and finish at the Pilgrim Monument in the Town of Provincetown. Our cyclists will be passing through Town of Truro between 6:30 a.m. and 2:30 p.m. as they take part in the 75-mile route. I have included written riding directions for your review, and we will thoroughly mark the route and make arrangements to have police details where appropriate.

Our routes feature safety stops every 8-15 miles, so that our cyclists remain hydrated and nourished. All cyclists agree to follow the rules of the road and are directed to ride single file – we do not ask for road closures, and this is not a race. We issue one warning to cyclists not following the rules of the road. On the next infraction, we pull them from the ride and require them to ride to the finish in one of our route support vehicles.

We mark our route with small coroplast signs attached to utility poles or stakes. A volunteer will follow the route on the day of the ride and remove all signs after the final cyclist has passed.

We operate a support team consisting of medical personnel, bicycle mechanics, and amateur (HAM) radio operators. Our lead HAM radio operator monitors all emergency radio frequencies, so that we can close or redirect our route should that become necessary.

We respectfully ask permission from the Town of Truro to use town roads for this event. If we have your permission, please sign, and return the *Approval Reply Form* enclosed here to me. If there are any other additional steps, permits or permissions I must take to ensure approval for this event, please let me know.

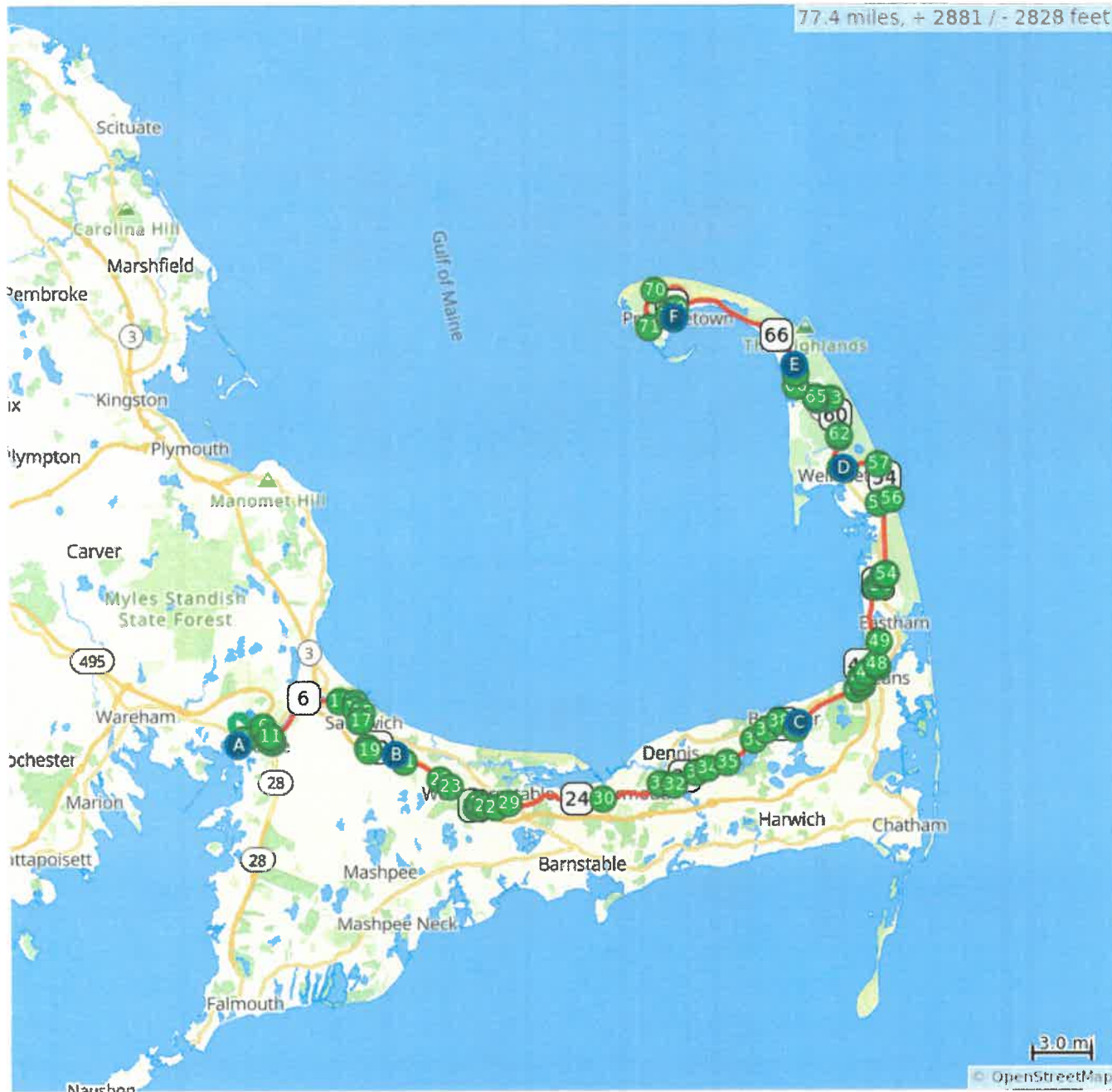
We thank you in advance for your support and please feel free to contact me with any questions or concerns.

Sincerely,

*Tim Munetsi*

Tim Munetsi | **Event Manager** | **Promoter Line Inc.**  
C:972-505-5004

# 75M D2 Cape Cod Getaway 2024

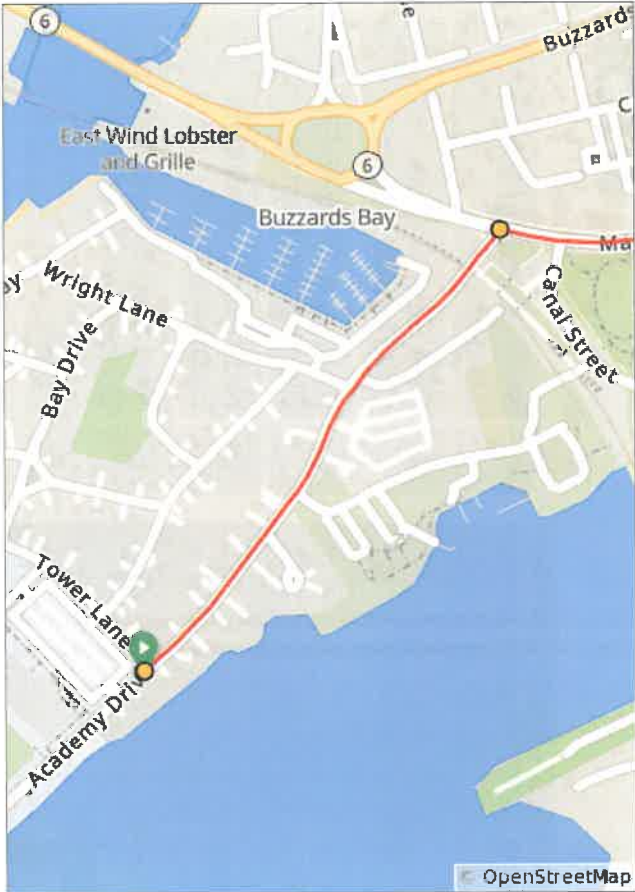


- A. Start- Mass Maritime Academy
- B. Rest Stop 1- Cape Cod Rehab Hospital
- C. Rest Stop 3- Stony Brook Elementary (Lunch)
- D. Rest Stop 5- Wellfleet Elementary
- E. Rest Stop-6 Truro Central School (Water only)
- F. Finish

75M D2 Cape Cod Getaway 2024

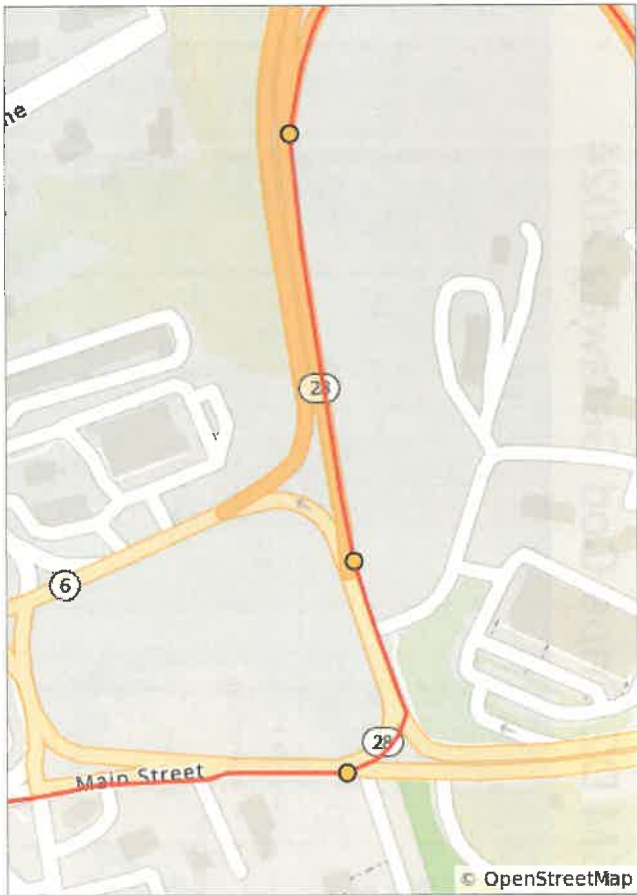
Num	Dist	Type	Note	Next
1.	0.0	📍	Start of route	0.0
2.	0.0	↑	Start- Mass Maritime Academy Start- Mass Maritime Academy	0.4
3.	0.4	➡	R onto Main St	1.1

0.4 miles. +11/-6 feet



Num	Dist	Type	Note	Next
4.	1.5	←	Slight L onto Bourne Rotary Cir N	0.1
5.	1.6	↑	MA-28 S/MA-25 W ramp to Falmouth the Islands/I-495	0.1
6.	1.7	➡	Keep R at the fork and merge onto MA-28 S	1.1

1.4 miles. +4/-2 feet





Num	Dist	Type	Note	Next
7.	2.8	↑	At the traffic circle, take the 2nd exit onto Trowbridge Rd	0.1
8.	2.9	→	R onto Veteran's Way	0.2
9.	3.0	→	R onto Sandwich Rd	0.2
10.	3.2	←	L onto Canal access road	0.2
11.	3.3	→	R onto Canal Service Rd	4.4

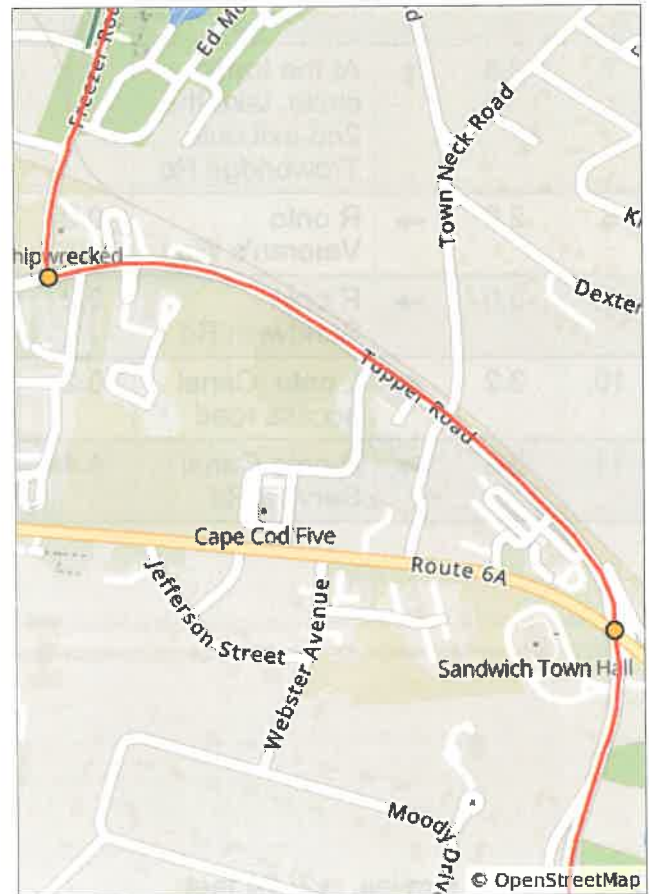
1.6 miles. +2/-74 feet

Num	Dist	Type	Note	Next
12.	7.7	i	Sandwich	0.8
13.	8.5	→	Slight R at Freezer Rd	0.3

5.2 miles. +0/-0 feet

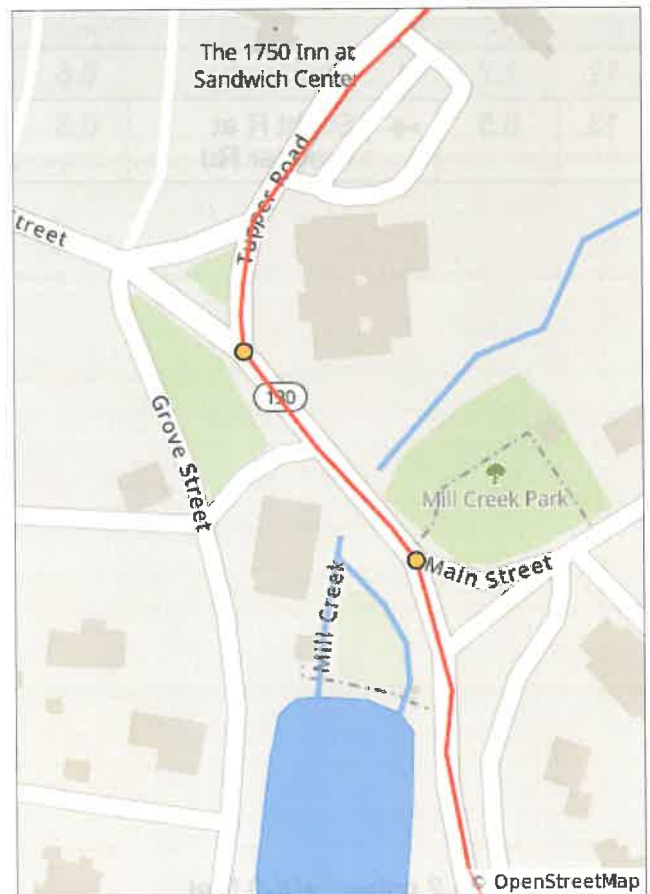


Num	Dist	Type	Note	Next
14.	8.9	←	L onto Tupper Rd	0.5
15.	9.3	↑	Cross RT6A	0.4



0.8 miles. +5/-11 feet

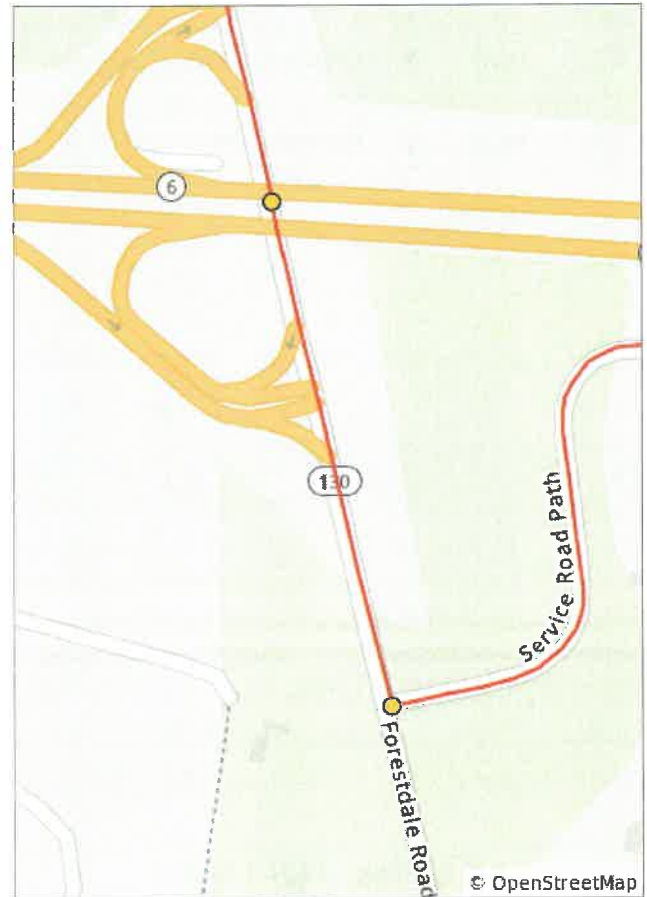
Num	Dist	Type	Note	Next
16.	9.8	←	L onto RT130/Main St	0.1
17.	9.8	↑	Continue onto RT130/Water St	1.4



0.5 miles. +0/-1 feet

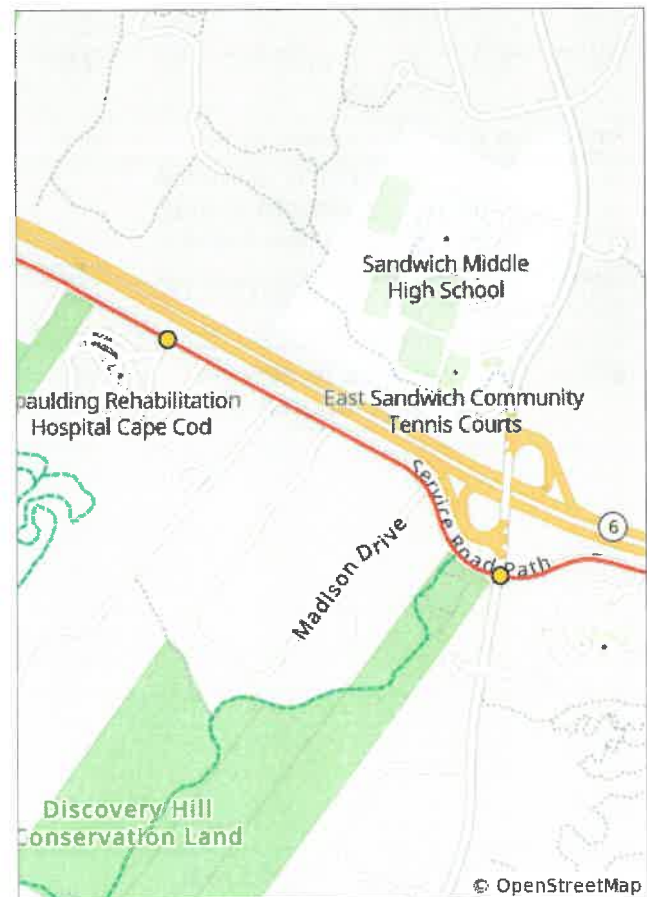


Num	Dist	Type	Note	Next
18.	11.2	↑	Under RT6	0.2
19.	11.4	←	L onto Service Rd	1.5



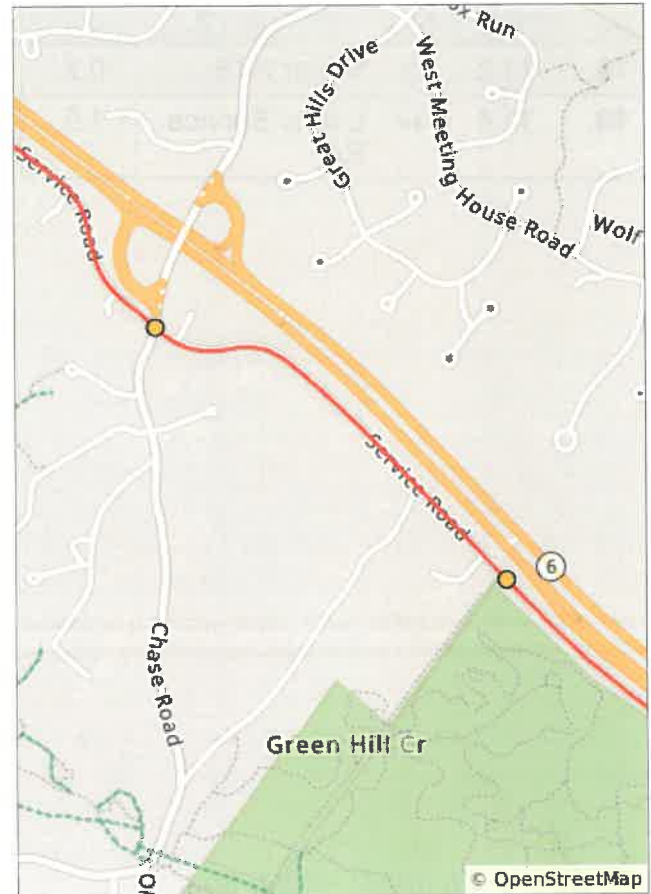
1.6 miles. +19/-0 feet

Num	Dist	Type	Note	Next
20.	12.9	💧	Rest Stop 1- Cape Cod Rehab Hospital Rest Stop 1- Cape Cod Rehab Hospital	0.6
21.	13.4	↑	Cross Quaker Meeting House Rd	2.2



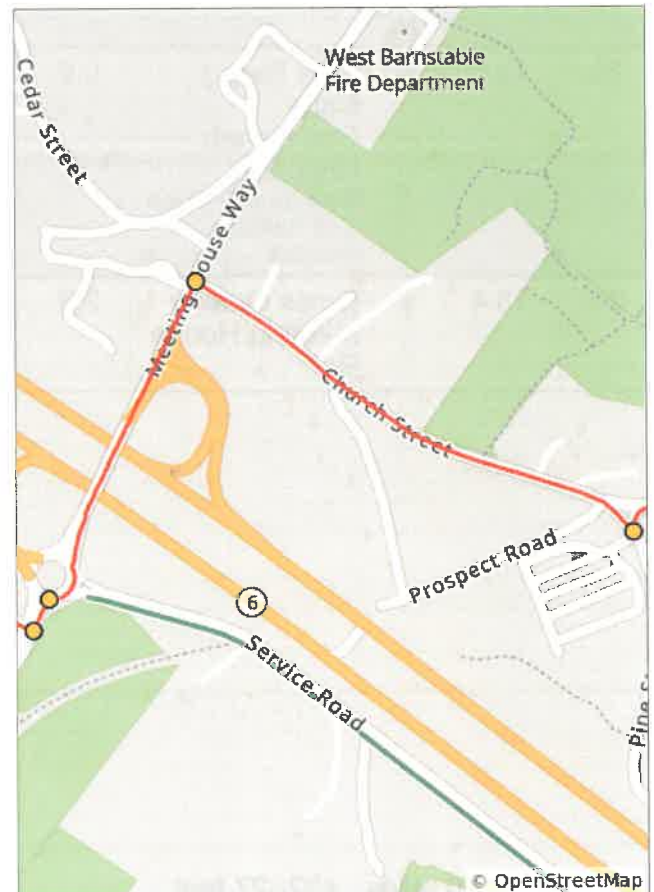
2.0 miles. +22/-27 feet

Num	Dist	Type	Note	Next
22.	15.6	↑	Cross Chase Rd	0.6
23.	16.2	i	Barnstable	1.8



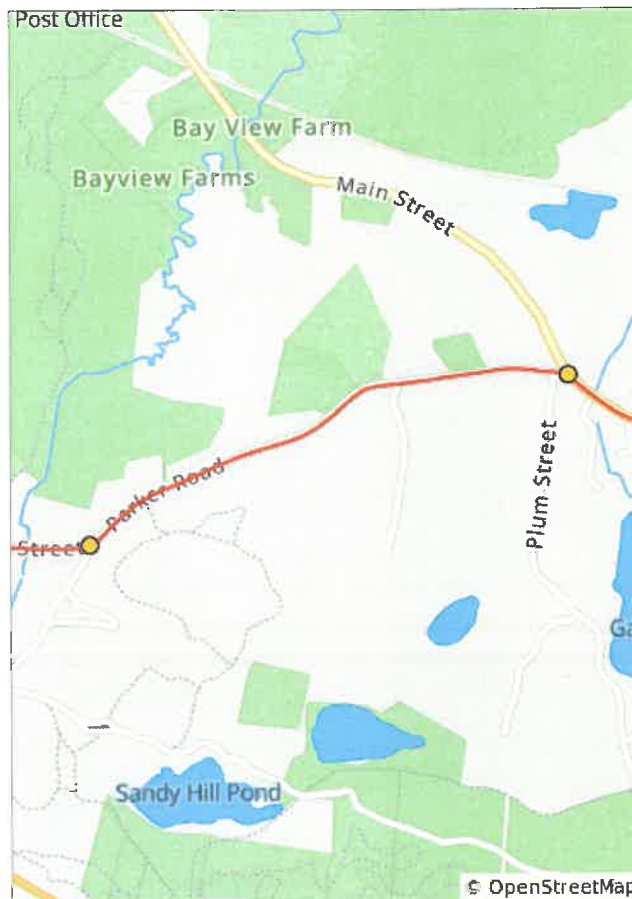
2.8 miles. +42/-1 feet

Num	Dist	Type	Note	Next
24.	18.0	←	L onto MA-149 N	0.0
25.	18.0	↑	At the traffic circle, continue straight to stay on MA-149 N	0.2
26.	18.3	→	R onto Church St	0.3
27.	18.6	←	L to stay on Church St	0.6



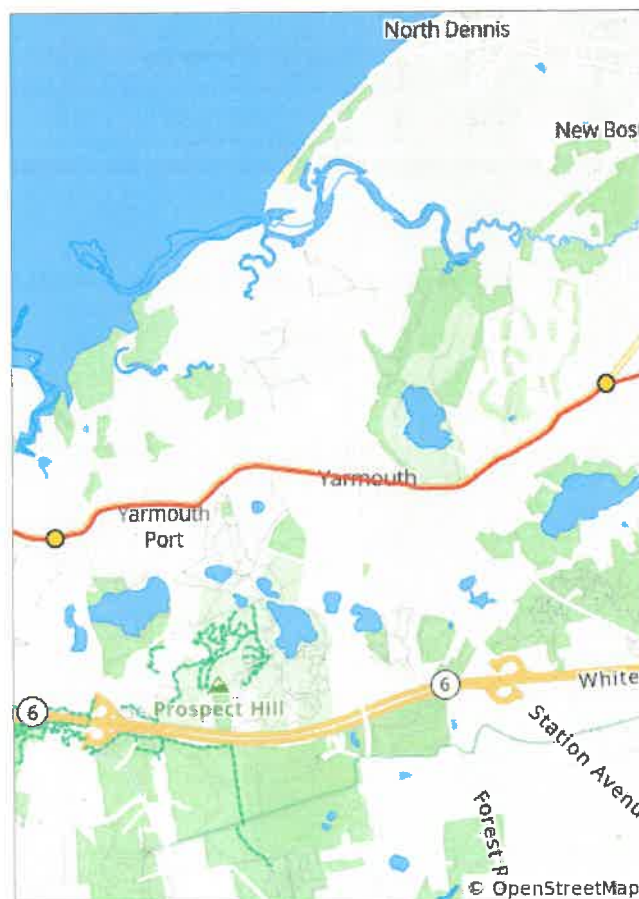
2.4 miles. +6/-45 feet

Num	Dist	Type	Note	Next
28.	19.2	↑	Continue straight onto Parker Rd	0.7
29.	19.9	→	Slight R onto Main St	5.4



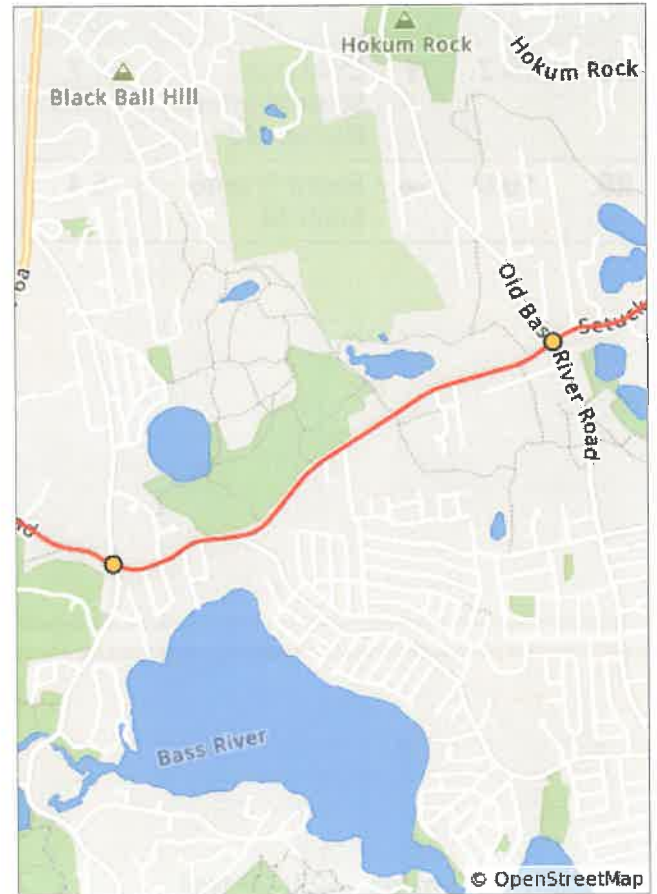
1.3 miles. +27/-26 feet

Num	Dist	Type	Note	Next
30.	25.3	<i>i</i>	Yarmouth	3.2
31.	28.5	→	Slight R onto Setucket Rd	0.7



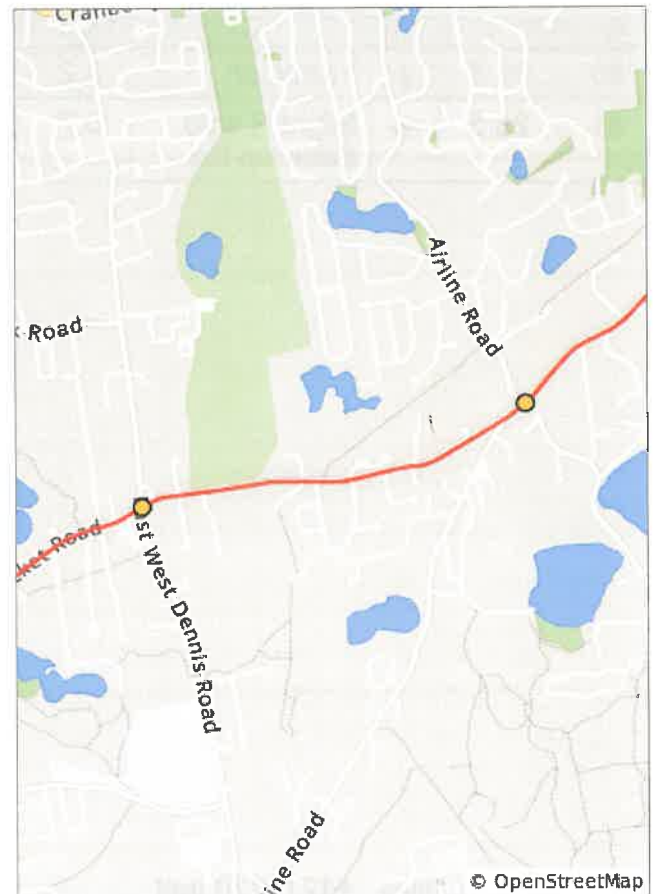
8.6 miles. +121/-120 feet

Num	Dist	Type	Note	Next
32.	29.2	↑	Cross N Dennis Rd	1.3
33.	30.6	↑	Cross Old Bass River Rd	0.6



2.1 miles. +47/-40 feet

Num	Dist	Type	Note	Next
34.	31.2	↑	Cross RT 134	1.1
35.	32.2	↑	Continue onto Satucket Rd	1.8



1.7 miles. +28/-12 feet

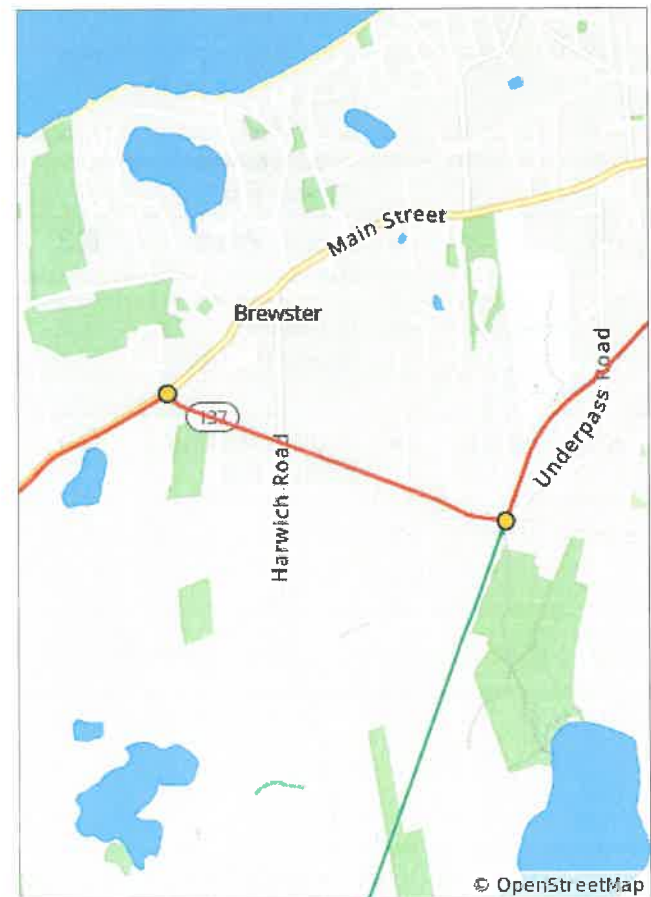


Num	Dist	Type	Note	Next
36.	34.0	↑	Continue onto Stony Brook Rd	0.8
37.	34.8	↑	Continue onto Main St	0.8



2.6 miles. +65/-44 feet

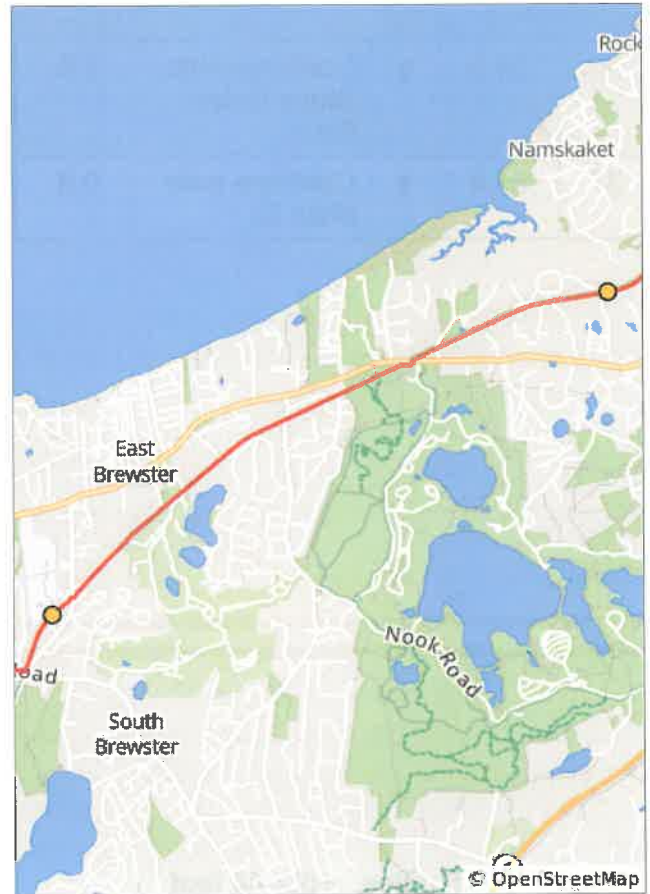
Num	Dist	Type	Note	Next
38.	35.6	→	R onto Long Pond Rd	1.0
39.	36.6	←	L onto Cape Cod Rail Trail	0.3



1.7 miles. +76/-3 feet

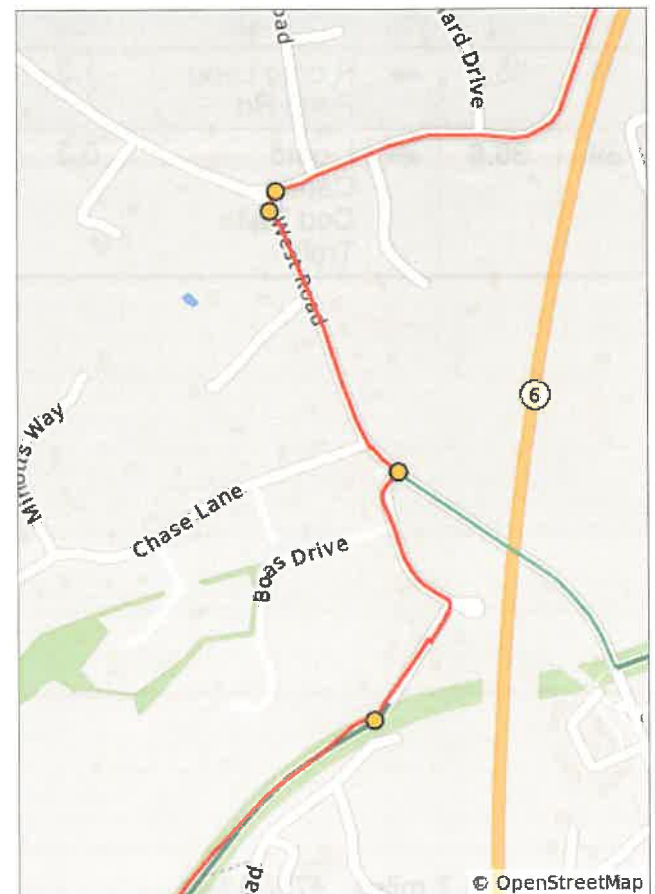
Num	Dist	Type	Note	Next
40.	36.9	Ψ	Rest Stop 3-Stony Brook Elementary (Lunch) Rest Stop 3-Stony Brook Elementary (Lunch)	3.5
41.	40.4	i	Orleans	0.4

3.8 miles. +64/-152 feet

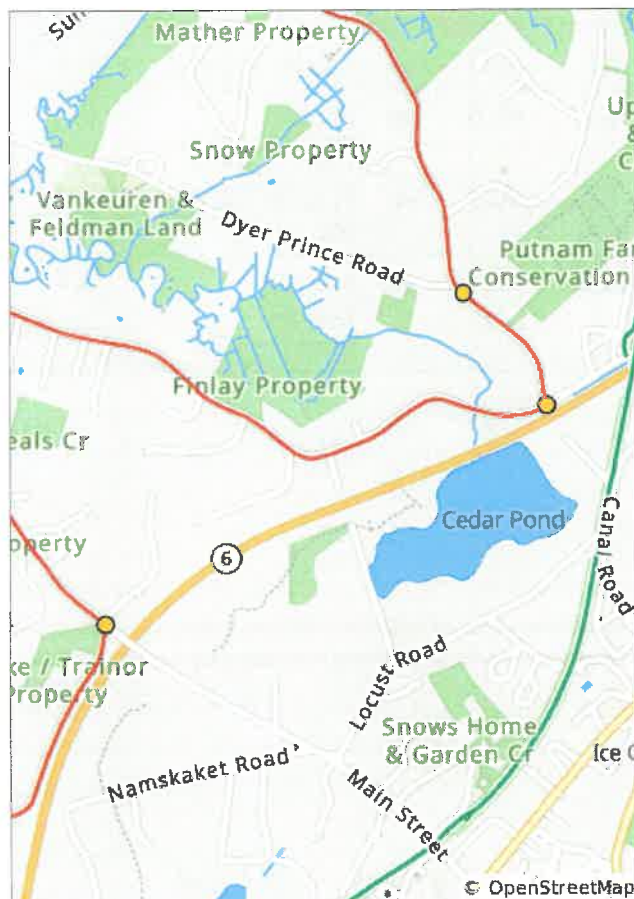


Num	Dist	Type	Note	Next
42.	40.8	←	L to stay on Cape Cod Rail Trail/Skaket Beach Rd	0.2
43.	41.0	←	L onto West Rd	0.2
44.	41.2	→	R toward Skaket Beach Rd	0.0
45.	41.2	→	R onto Skaket Beach Rd	0.5

0.8 miles. +3/-26 feet

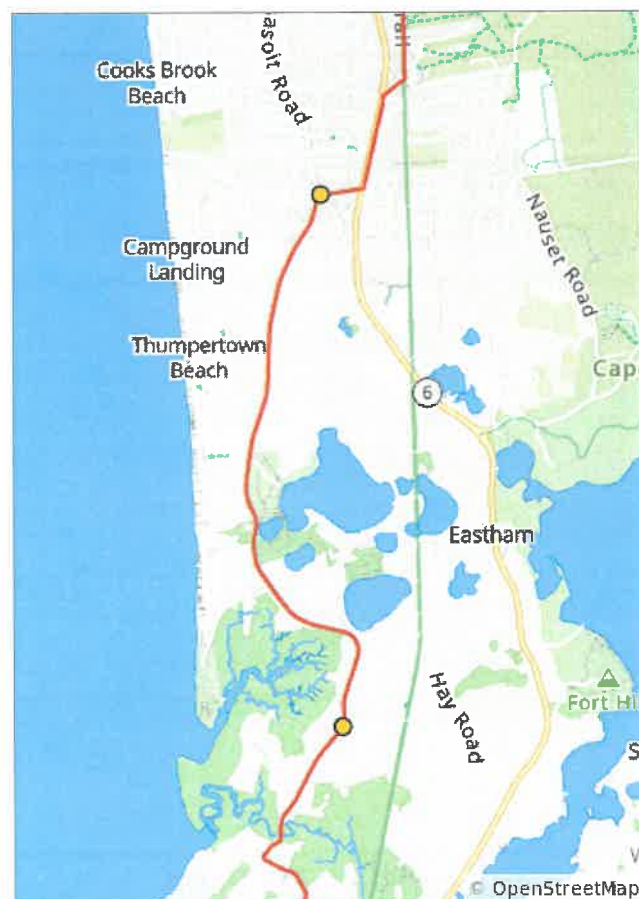


Num	Dist	Type	Note	Next
46.	41.6	←	L onto Rock Harbor Rd	1.4
47.	43.0	←	L onto Bridge Rd	0.2
48.	43.2	i	Eastham	1.4



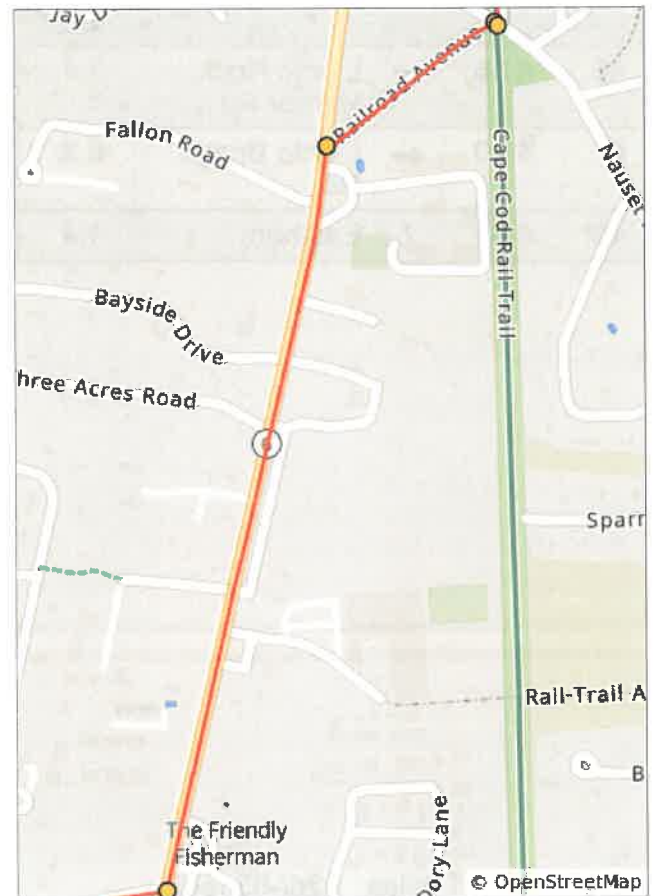
2.1 miles. +26/-65 feet

Num	Dist	Type	Note	Next
49.	44.6	←	Slight L onto Herring Brook Rd	3.2
50.	47.8	↑	Continue onto Oak Rd	0.2



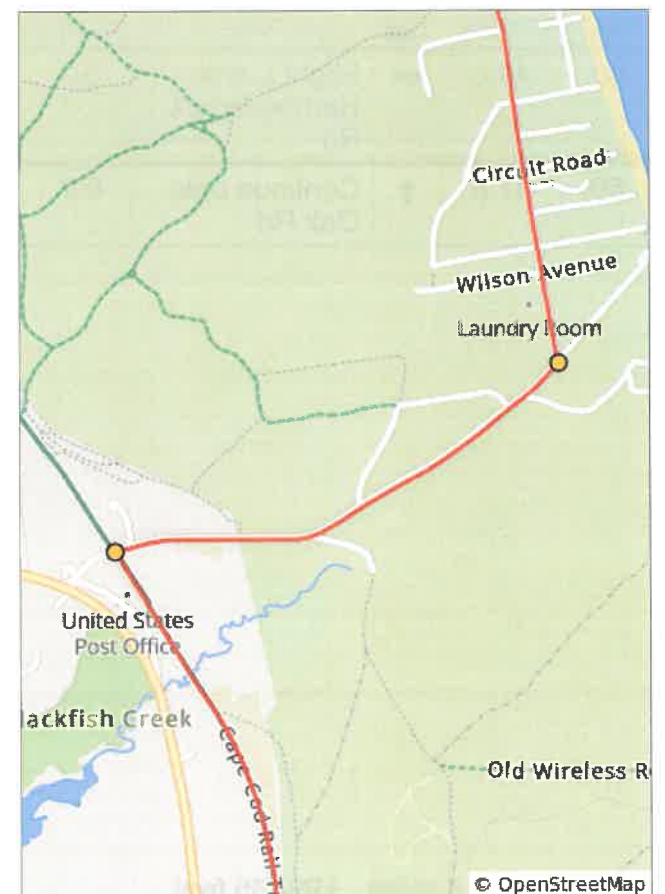
4.6 miles. +99/-85 feet

Num	Dist	Type	Note	Next
51.	48.0	←	L onto US-6 E	0.5
52.	48.5	→	R onto Railroad Ave	0.1
53.	48.7	→	R onto Nauset Rd	0.0
54.	48.7	←	L onto Cape Cod Rail Trl	3.7



0.9 miles. +13/-4 feet

Num	Dist	Type	Note	Next
55.	52.3	→	R onto Lecount Hollow Rd	0.7
56.	53.0	←	L onto Ocean View Dr	1.9



4.3 miles. +24/-27 feet



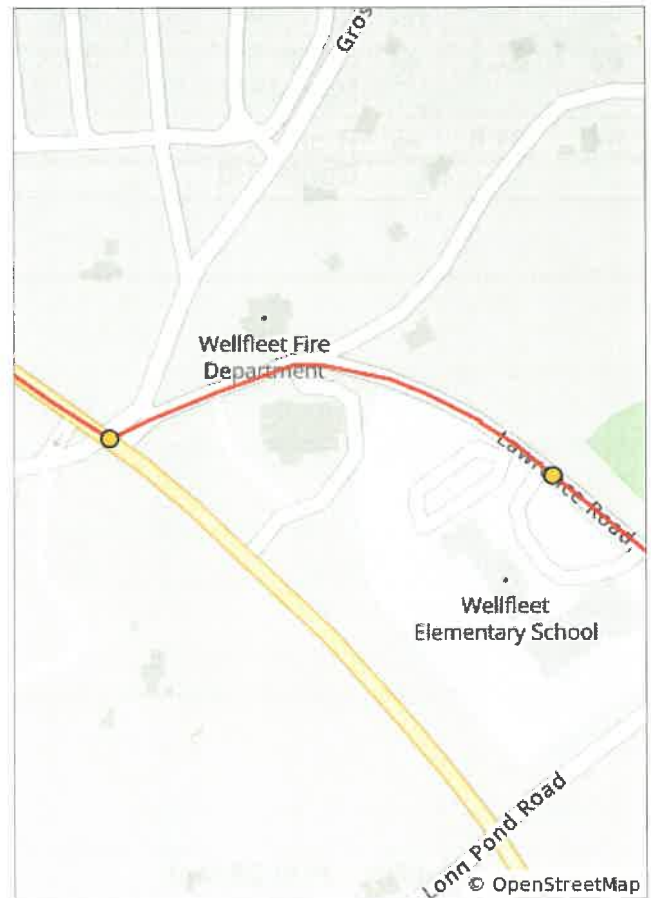
Num	Dist	Type	Note	Next
57.	54.9	←	Slight L onto Long Pond Rd	1.9
58.	56.8	→	R onto Lawrence Rd	0.1

3.8 miles. +116/-138 feet



Num	Dist	Type	Note	Next
59.	56.8	←	Rest Stop 5-Wellfleet Elementary Rest Stop 5-Wellfleet Elementary	0.2
60.	57.0	→	R onto US-6 E	1.8

0.2 miles. +0/-30 feet

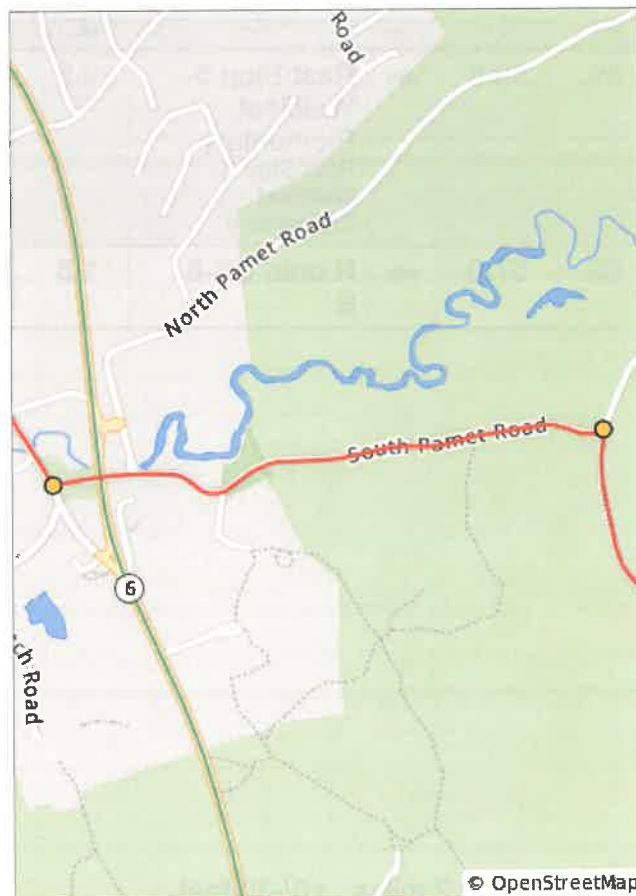
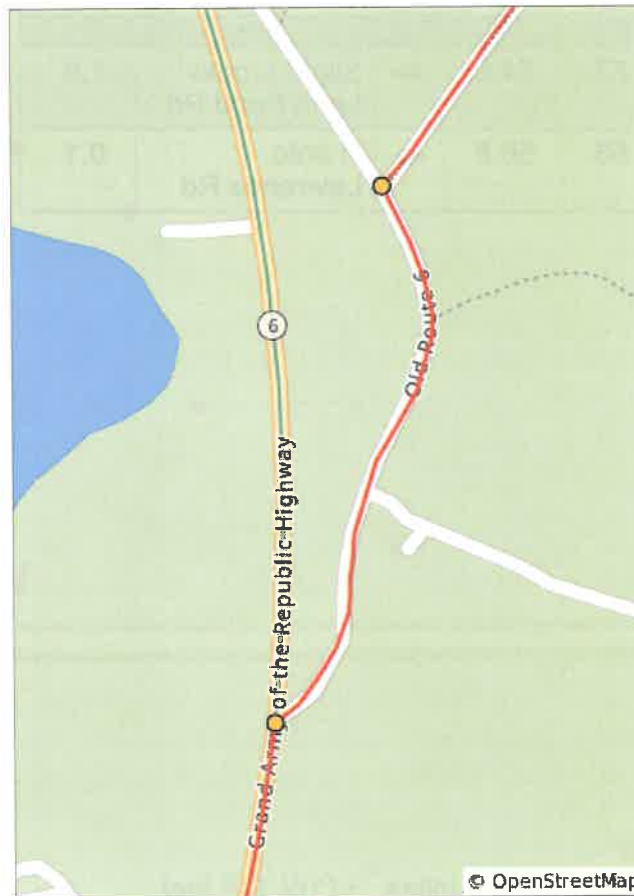


Num	Dist	Type	Note	Next
61.	58.8	→	Slight R onto Rose Rd	0.2
62.	59.0	→	R onto Collins Rd	2.1

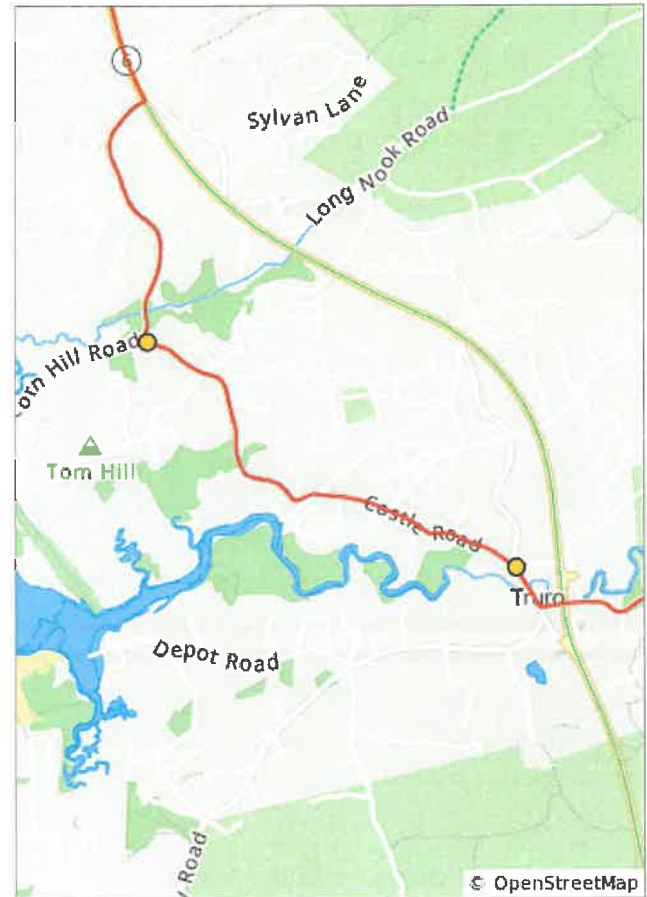
2.0 miles. +4/-11 feet

Num	Dist	Type	Note	Next
63.	61.1	←	L onto S Pamet Rd	0.7
64.	61.8	→	R onto Truro Center Rd	0.1

2.9 miles. +19/-28 feet

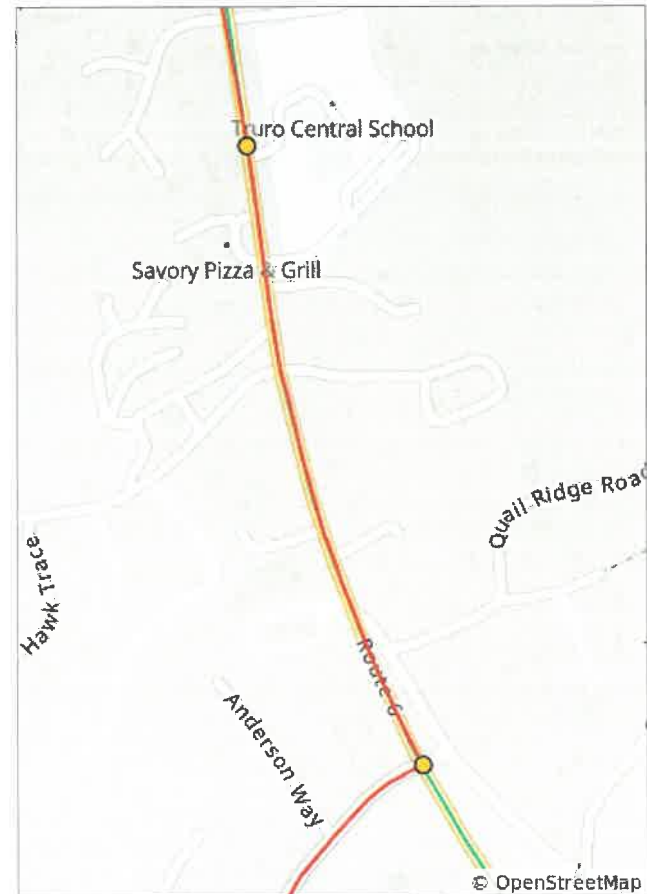


Num	Dist	Type	Note	Next
65.	62.0	←	Slight L onto Castle Rd	1.3
66.	63.2	→	Slight R to stay on Castle Rd	0.7



1.4 miles. +130/-114 feet

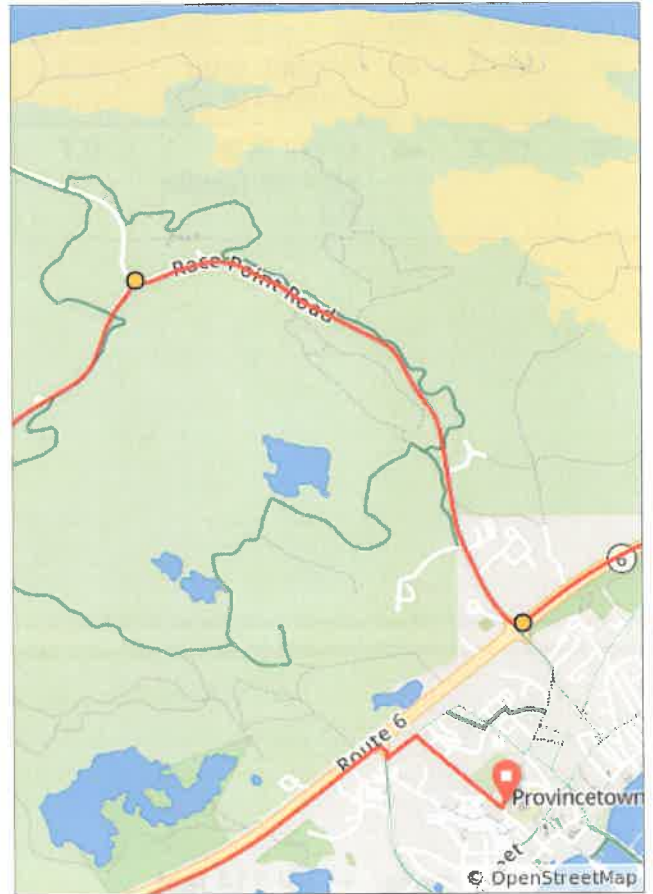
Num	Dist	Type	Note	Next
67.	63.9	←	L onto US-6 E	0.4
68.	64.4	⛽	Rest Stop 6- Truro Central School Rest Stop 6- Truro Central School	7.5



1.1 miles. +18/-16 feet

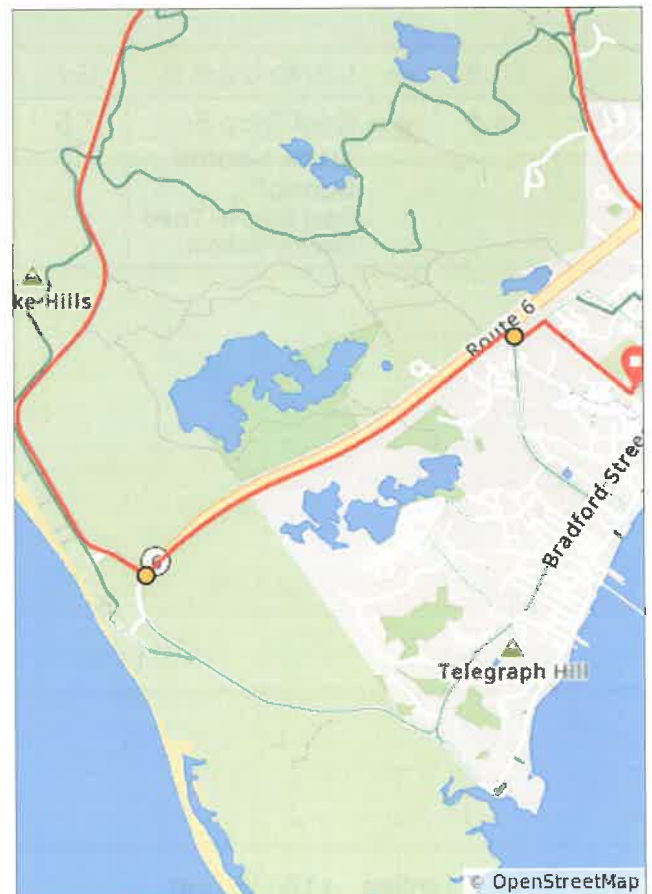
Num	Dist	Type	Note	Next
69.	71.9	➡	R onto Race Point Rd	1.6
70.	73.5	⬅	L onto Province Lands Rd	2.3

9.1 miles. +121/-71 feet



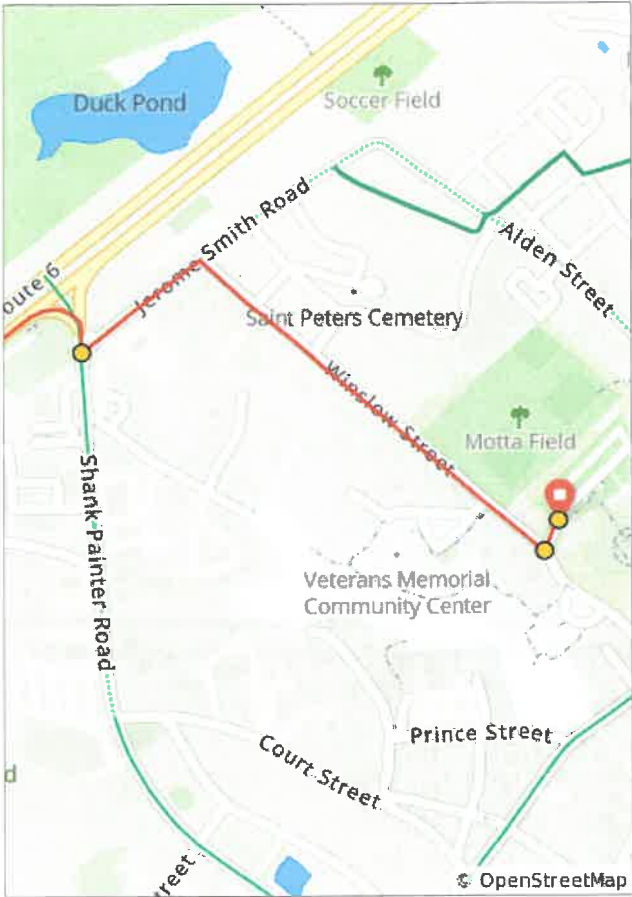
Num	Dist	Type	Note	Next
71.	75.8	⬅	L onto US-6 W	1.2
72.	76.9	➡	R onto Shank Painter Rd	0.0

3.4 miles. +43/-51 feet



Num	Dist	Type	Note	Next
73.	76.9	←	L onto Jerome Smith Rd	0.4
74.	77.3	←	L onto High Pole Hill Rd	0.0
75.	77.4	📍	End of route	0.0

0.4 miles. +47/-3 feet





## Noelle Scoullar

---

**From:** Jamie Calise  
**Sent:** Friday, June 14, 2024 10:20 AM  
**To:** Noelle Scoullar  
**Cc:** Nicole Tudor  
**Subject:** RE: National MS Society Bike MS Cape Cod Getaway - Truro

Hi thanks. We have completed the ops plan and received their agreement for the requested staff. If you could forward, I will sign and note the specific requirements.

**From:** Noelle Scoullar <nscoullar@truro-ma.gov>  
**Sent:** Friday, June 14, 2024 8:41 AM  
**To:** Jamie Calise <JCalise@truro-ma.gov>  
**Cc:** Nicole Tudor <ntudor@truro-ma.gov>  
**Subject:** RE: National MS Society Bike MS Cape Cod Getaway - Truro

Hi Jamie,

This event is June 30. Where do we stand with it?  
Are you ready to sign the application?

Thanks!  
Noelle

**From:** Jamie Calise <JCalise@truro-ma.gov>  
**Sent:** Wednesday, June 5, 2024 12:50 PM  
**To:** Samantha Boland <samantha.boland@nmss.org>; Tim Munetsi <Tim@promoterline.com>; Thomas Powers <powers@truropolice.org>  
**Cc:** Cade Tims <Cade@promoterline.com>; Darrin Tangeman <dtangeman@truro-ma.gov>; Kelly Clark <ksclark@truro-ma.gov>; Noelle Scoullar <nscoullar@truro-ma.gov>  
**Subject:** RE: National MS Society Bike MS Cape Cod Getaway - Truro

Good afternoon,

We drafted an operational plan. The required number of staff for this event will be 4 officers for details, and 4 flaggers. Please advise once the flaggers are secured by MS Society.

If you need anything additional, please let me know.

Thank you.

**Jamie M. Calise**  
**Chief of Police**  
**Truro Police Department**  
344 Route 6  
Post Office Box 995  
Truro, Massachusetts 02666  
508.487.8730

[jcalise@truro-ma.gov](mailto:jcalise@truro-ma.gov)



**From:** Samantha Boland <[samantha.boland@nmss.org](mailto:samantha.boland@nmss.org)>

**Sent:** Friday, May 31, 2024 12:26 PM

**To:** Jamie Calise <[JCalise@truro-ma.gov](mailto:JCalise@truro-ma.gov)>; Tim Munetsi <[Tim@promoterline.com](mailto:Tim@promoterline.com)>; Thomas Powers <[powers@truropolice.org](mailto:powers@truropolice.org)>; Troy Henderson <[thenderson@truro-ma.gov](mailto:thenderson@truro-ma.gov)>

**Cc:** Cade Tims <[Cade@promoterline.com](mailto:Cade@promoterline.com)>; Darrin Tangeman <[dtangeman@truro-ma.gov](mailto:dtangeman@truro-ma.gov)>; Kelly Clark <[ksclark@truro-ma.gov](mailto:ksclark@truro-ma.gov)>; Noelle Scoullar <[nscoullar@truro-ma.gov](mailto:nscoullar@truro-ma.gov)>

**Subject:** RE: National MS Society Bike MS Cape Cod Getaway - Truro

That sounds great, thank you!

**From:** Jamie Calise <[JCalise@truro-ma.gov](mailto:JCalise@truro-ma.gov)>

**Sent:** Friday, May 31, 2024 9:30 AM

**To:** Samantha Boland <[samantha.boland@nmss.org](mailto:samantha.boland@nmss.org)>; Tim Munetsi <[Tim@promoterline.com](mailto:Tim@promoterline.com)>; Thomas Powers <[powers@truropolice.org](mailto:powers@truropolice.org)>; Troy Henderson <[thenderson@truro-ma.gov](mailto:thenderson@truro-ma.gov)>

**Cc:** Cade Tims <[Cade@promoterline.com](mailto:Cade@promoterline.com)>; Darrin Tangeman <[dtangeman@truro-ma.gov](mailto:dtangeman@truro-ma.gov)>; Kelly Clark <[ksclark@truro-ma.gov](mailto:ksclark@truro-ma.gov)>; Noelle Scoullar <[nscoullar@truro-ma.gov](mailto:nscoullar@truro-ma.gov)>

**Subject:** RE: National MS Society Bike MS Cape Cod Getaway - Truro

**Caution:** This is an external email. Please take care when clicking links or opening attachments. Report suspicious emails using the Phish Alert Report button.

Thank you, Samantha.

We should have a final determination by Friday, June 7. Staff is presently working on an operational plan to determine specific needs.

Thank you.

Jamie M. Calise  
Chief of Police  
Truro Police Department  
344 Route 6  
Post Office Box 995  
Truro, Massachusetts 02666  
508.487.8730  
[jcalise@truro-ma.gov](mailto:jcalise@truro-ma.gov)



**From:** Samantha Boland <[samantha.boland@nmss.org](mailto:samantha.boland@nmss.org)>

**Sent:** Thursday, May 30, 2024 1:43 PM

**To:** Jamie Calise <[JCalise@truro-ma.gov](mailto:JCalise@truro-ma.gov)>; Tim Munetsi <[Tim@promoterline.com](mailto:Tim@promoterline.com)>; Thomas Powers <[powers@truropolice.org](mailto:powers@truropolice.org)>; Troy Henderson <[thenderson@truro-ma.gov](mailto:thenderson@truro-ma.gov)>

**Cc:** Cade Tims <[Cade@promoterline.com](mailto:Cade@promoterline.com)>; Darrin Tangeman <[dtangeman@truro-ma.gov](mailto:dtangeman@truro-ma.gov)>; Kelly Clark <[ksclark@truro-ma.gov](mailto:ksclark@truro-ma.gov)>; Noelle Scoullar <[nscoullar@truro-ma.gov](mailto:nscoullar@truro-ma.gov)>

**Subject:** RE: National MS Society Bike MS Cape Cod Getaway - Truro

Hi there,

Billing information is either an email to me at [Samantha.boland@nmss.org](mailto:Samantha.boland@nmss.org) or can be mailed to PO Box 289, Canton, MA 02021.

And when do you think we will have those flagger locations so we can ensure enough time to reach out to the vendors?

Thanks so much everyone!

-Samantha

**From:** Jamie Calise <[JCalise@truro-ma.gov](mailto:JCalise@truro-ma.gov)>

**Sent:** Thursday, May 30, 2024 10:08 AM

**To:** Tim Munetsi <[Tim@promoterline.com](mailto:Tim@promoterline.com)>; Samantha Boland <[samantha.boland@nmss.org](mailto:samantha.boland@nmss.org)>; Thomas Powers <[powers@truropolice.org](mailto:powers@truropolice.org)>; Troy Henderson <[thenderson@truro-ma.gov](mailto:thenderson@truro-ma.gov)>

**Cc:** Cade Tims <[Cade@promoterline.com](mailto:Cade@promoterline.com)>; Darrin Tangeman <[dtangeman@truro-ma.gov](mailto:dtangeman@truro-ma.gov)>; Kelly Clark <[ksclark@truro-ma.gov](mailto:ksclark@truro-ma.gov)>; Noelle Scoullar <[nscoullar@truro-ma.gov](mailto:nscoullar@truro-ma.gov)>

**Subject:** RE: National MS Society Bike MS Cape Cod Getaway - Truro

**Caution:** This is an external email. Please take care when clicking links or opening attachments. Report suspicious emails using the Phish Alert Report button.

Received, thank you Tim.

We will draft an operational plan with key areas noted. As discussed, several areas within town will require the use of police detail officers and/or flaggers for traffic control and traffic calming. Most will be placed at locations where streets intersect or crossings are required.

You mentioned that you will be able to place flaggers in some of these key areas. This will be very helpful given police staffing, time of the year, and the selected route. We will advise on the number of flaggers we will need.

Please also send the billing information for the costs of the detail officers.



Thank you.

Jamie M. Calise  
Chief of Police  
Truro Police Department  
344 Route 6  
Post Office Box 995  
Truro, Massachusetts 02666  
508.487.8730  
[jcalise@truro-ma.gov](mailto:jcalise@truro-ma.gov)



**From:** Tim Munetsi <[Tim@promoterline.com](mailto:Tim@promoterline.com)>  
**Sent:** Thursday, May 30, 2024 9:51 AM  
**To:** Jamie Calise <[JCalise@truro-ma.gov](mailto:JCalise@truro-ma.gov)>; Samantha Boland <[samantha.boland@nmss.org](mailto:samantha.boland@nmss.org)>; Thomas Powers <[powers@truropolice.org](mailto:powers@truropolice.org)>; Troy Henderson <[thenderson@truro-ma.gov](mailto:thenderson@truro-ma.gov)>  
**Cc:** Cade Tims <[Cade@promoterline.com](mailto:Cade@promoterline.com)>  
**Subject:** RE: National MS Society Bike MS Cape Cod Getaway - Truro

Chief Jamie M. Calise,

We appreciate all the suggestions you brought up during the Zoom meeting.

Please find attached the Excel spreadsheet showing the turn-by-turn times cyclists will arrive at each point along the route. This was calculated based on their start times and the route closure time. I have highlighted the Truro turn-by-turn information for your reference.

Please let me know if you require any additional information.

Thank you,

**Tim Munetsi |Event Manager| Promoter Line Inc.**  
PO Box 2028, Colleyville, Texas 76034-2028 C:972-505-5004  
Follow us on Facebook! [@PromoterLineInc](https://www.facebook.com/PromoterLineInc)

**From:** Jamie Calise <[JCalise@truro-ma.gov](mailto:JCalise@truro-ma.gov)>  
**Sent:** Thursday, May 30, 2024 6:36 AM  
**To:** Samantha Boland <[samantha.boland@nmss.org](mailto:samantha.boland@nmss.org)>; Thomas Powers <[powers@truropolice.org](mailto:powers@truropolice.org)>; Troy Henderson <[thenderson@truro-ma.gov](mailto:thenderson@truro-ma.gov)>

**Cc:** Tim Munetsi <[Tim@promoterline.com](mailto:Tim@promoterline.com)>; Cade Tims <[Cade@promoterline.com](mailto:Cade@promoterline.com)>

**Subject:** RE: National MS Society Bike MS Cape Cod Getaway - Truro



IRONSCALES couldn't recognize this email as this is the first time you received an email from this sender  
[JCalise@truro-ma.gov](mailto:JCalise@truro-ma.gov)

Thank you. Deputy Chief Powers and Sergeant Henderson are copied here.

Jamie M. Calise  
Chief of Police  
Truro Police Department  
344 Route 6  
Post Office Box 995  
Truro, Massachusetts 02666  
508.487.8730  
[jcalise@truro-ma.gov](mailto:jcalise@truro-ma.gov)



**From:** Samantha Boland <[samantha.boland@nmss.org](mailto:samantha.boland@nmss.org)>

**Sent:** Thursday, May 30, 2024 9:20 AM

**To:** Jamie Calise <[JCalise@truro-ma.gov](mailto:JCalise@truro-ma.gov)>

**Cc:** Tim Munetsi <[Tim@promoterline.com](mailto:Tim@promoterline.com)>; Cade Tims <[Cade@promoterline.com](mailto:Cade@promoterline.com)>

**Subject:** National MS Society Bike MS Cape Cod Getaway - Truro

Hi there!

Connecting all of us via email. Thanks!

**Samantha Boland**  
Manager, Event Production  
Pronouns: She/Her

**National MS Society**

**Direct:** 781.693.5125

**Email:** [samantha.boland@nmss.org](mailto:samantha.boland@nmss.org)

**Mailing Address:** PO Box 289, Canton, MA 02021

**Office Address:** 465 Waverley Oaks Road, Suite 202, Waltham, MA 02452

[nationalMSsociety.org](http://nationalMSsociety.org)



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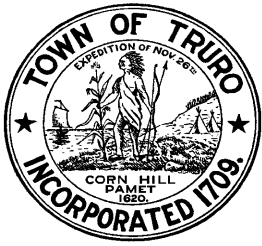
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**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

This communication may contain privileged or other confidential information. If you are not the intended recipient, or believe that you have received this communication in error, please do not print, copy, retransmit, disseminate, or otherwise use the information. Also, please indicate that to the sender and delete the copy you received. When writing or responding, please remember that the Secretary of State's Office has determined that email is a public record. Please take notice: All e-mail communications sent or received by persons using the Town of Truro network may be subject to disclosure under the Massachusetts Public Records Law (M.G.L. Chapter 66, Section 10) and the Federal Freedom of Information Act



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Noelle Scoullar, Executive Assistant

**REQUESTED MEETING DATE:** June 25, 2024

**ITEM:** Review and Possible Reappointment of three Shellfish Advisory Committee Members.

**EXPLANATION:** The Shellfish Advisory Committee has 3 expiring positions; 1 full member and 2 alternate members. All three members have reapplied. At its most recent meeting (June 13, 2024) the Shellfish Advisory Committee voted that Jim Sloman and Chris Clark will serve as alternates and Steve Mundree will fill the 3-year position.

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

**IMPACT IF NOT APPROVED:** The Shellfish Advisory Committee will not have a full complement of members.

**SUGGESTED ACTION:**

- 1. Motion to Appoint Jim Sloman to a 3-year term on the Shellfish Advisory Committee which expires June 30, 2027.*
- 2. Motion to Appoint Chris Clark to a 1-year, Alternate term on the Shellfish Advisory Committee which expires June 30, 2025.*
- 3. Motion to Appoint Steve Mundree to a 1-year, Alternate term on the Shellfish Advisory Committee which expires June 30, 2025.*

**ATTACHMENTS:**

1. Application to Serve-Chris Clark
2. Application to Serve-Steven Mundree
3. Application to Serve-James Sloman

# Application to Serve on a Board or Committee

Consent Agenda Item: 9B1

## Applicant Information

Last Name	Clark
First Name	Christopher
Middle Initial	W
Email Address	
Phone Number	
Address (Street)	1 Higgins Hollow Rd
Address (City)	Truro
Address (State)	MA
Address (Zip Code)	02666
Mailing Address (Please indicate box number and zip code)	PO box 1165

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

Are you a full-time resident of Truro?

☒ Yes ☐ No

Are you registered to vote in Truro?

☒ Yes ☐ No

RECORDS SECTION  
ADMINISTRATIVE OFFICE  
TOWN OF TRURO

## Board/ Committee Information

What Board/ Committee Are You Applying For? Shellfish Advisory Committee (SAC)

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

I wish to continue serving on the SAC because I know a lot about marine biology and am dedicated to a safe and productive shellfish habitat.

Have you attended a meeting of the committee listed above?

☒ Yes ☐ No

Have you read the charge of the committee?

☒ Yes ☐ No

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

☒ Yes ☐ No

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

☒ Yes ☐ No

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

☐ Yes ☒ No

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

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

none

### Experience

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

Lots - professionally and as a present member of the SAC.

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

Signature

Christopher W Clark

Date

06/10/2024

# Application to Serve on a Board or Committee

Consent Agenda Item: 9B2

## Applicant Information

Last Name	Mundree
First Name	Steven
Middle Initial	
Email Address	
Phone Number	
Address (Street)	1 Souza Way
Address (City)	Truro
Address (State)	Ma
Address (Zip Code)	02666
Mailing Address (Please indicate box number and zip code)	PO Box1242

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

Are you a full-time resident of Truro?

☒ Yes ☐ No

Are you registered to vote in Truro?

☒ Yes ☐ No

RCVD 2024MAY24 04:23  
ADMINISTRATIVE OFFICE  
TOWN OF TRURO

## Board/ Committee Information

What Board/ Committee Are You Applying For? Shellfish

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

To help protect, and help others enjoy this natural resource

Have you attended a meeting of the committee listed above?

☒ Yes ☐ No

Have you read the charge of the committee?

☒ Yes ☐ No

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

☒ Yes ☐ No

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

☒ Yes ☐ No

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

☐ Yes ☒ No

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



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

Experience

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

working with the committee, scuba diver, fisherman, helping with the clam relay

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

Signature

Steven Mundree

Date

05/23/2024



# Application to Serve on a Board or Committee

Consent Agenda Item: 9B3

## Applicant Information

Last Name	sloman
First Name	james
Middle Initial	
Email Address	
Phone Number	
Address (Street)	one moorings way
Address (City)	truro
Address (State)	ma
Address (Zip Code)	02666
Mailing Address (Please indicate box number and zip code)	box 1330

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

Are you a full-time resident of Truro?

☒ Yes ☐ No

Are you registered to vote in Truro?

☒ Yes ☐ No

RCVD 00240076-04750

ADMINISTRATIVE OFFICE

TOWN OF TRURO

## Board/ Committee Information

What Board/ Committee Are You Applying For?

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

I have been an alternate this past year and want to continue my service.

Have you attended a meeting of the committee listed above?

☒ Yes ☐ No

Have you read the charge of the committee?

☒ Yes ☐ No

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

☒ Yes ☐ No

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

☒ Yes ☐ No

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

☐ Yes ☒ No

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

none

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

I am reapplying to serve on the Pamet Harbor committee.

Experience

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

I have served on both private company and not-for-profit boards.

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

I had a career in finance that can be helpful in local matters.

Signature	James Sloman
Date	05/23/2024



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Noelle Scoullar, Executive Assistant

**REQUESTED MEETING DATE:** June 25, 2024

**ITEM:** Review and Possible Reappointment of Four Members

**EXPLANATION:** The Zoning Board of Appeals has three vacancies for full-member seats expiring on June 30, 2024, one vacancy for a full-member seat unexpired term expiring June 30, 2026 and an alternate seat expiring on June 30, 2024. Four current members: Arthur Hultin, Darrell Shedd, David Crocker and Russell Braun applied to serve. Russell Braun currently occupies an alternate seat. As there are full-member seats available to all four reapplying members, all four can be appointed. One member will need to be appointed to fill the unexpired seat expiring in 2026 and one other member should be appointed to a term expiring in 2026 to ensure that terms are staggered in accordance with the Charter.

Staff assigned the members who have served the longest to the seats with the 2027 expiration date. By appointing these members, there will still be one alternate seat vacancy.

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

**IMPACT IF NOT APPROVED:** The Zoning Board of Appeals will not have a full complement of members.

**SUGGESTED ACTION:**

- 1. Motion to Appoint Arthur Hultin to a 3-year term on the Zoning Board of Appeals which expires June 30, 2027.*
- 2. Motion to Appoint Darrell Shedd to a 3-year term on the Zoning Board of Appeals which expires June 30, 2027.*
- 3. Motion to Appoint David Crocker to a 2-year term on the Zoning Board of Appeals which*

*expires June 30, 2026.*

*4. Motion to Appoint Russell Braun to an unexpired 3-year term on the Zoning Board of Appeals which expires June 30, 2026.*

**ATTACHMENTS:**

1. Application to Serve-Arthur Hultin
2. Application to Serve-Darrell Shedd
3. Application to Serve-David Crocker
4. Application to Serve-Russell Braun

# Application to Serve on a Board or Committee

## Applicant Information

Last Name

hultin

First Name

art

Middle Initial

f

Email Address

Phone Number

Address (Street)

11 Lawrence Way

Address (City)

Truro

Address (State)

Massachusetts

Address (Zip Code)

02666

Mailing Address (Please indicate box number and zip code)

P O Box 504 North Truro 02652

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

Are you a full-time resident of Truro?

☒ Yes☐ No

Are you registered to vote in Truro?

☒ Yes☐ No

## Board/ Committee Information

What Board/ Committee Are You Applying For?

ZBA

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

To continue public service

Have you attended a meeting of the committee listed above?

☒ Yes

☐ No

Have you read the charge of the committee?

☒ Yes

☐ No

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

☒ Yes

☐ No

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

☒ Yes

☐ No

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

☐ Yes

☒ No

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

None

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

None

## Experience

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

24 years of ZBA membership and chairmanship  
Local Comprehensive Plan Committee 2005  
Housing Authority Chairman - 2005-2010 (?)  
Barnstable Home Consortium representative

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

Signature

Art Hultin

Date

04/12/2024

# Application to Serve on a Board or Committee

## Applicant Information

Last Name

Shedd

First Name

Darrell

Middle Initial

TOWN OF TRURO

Email Address

Phone Number

Address (Street)

4 Friendship Way

Address (City)

North Truro

Address (State)

MA

Address (Zip Code)

02652

Mailing Address (Please indicate box number and zip code)

Box 301

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

Are you a full-time resident of Truro?

☒ Yes

☐ No

Are you registered to vote in Truro?

☒ Yes

☐ No

## Board/ Committee Information

What Board/ Committee Are You Applying For?

ZBA

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

I have been serving on the ZBA for years and would very much appreciate to continue serving

Have you attended a meeting of the committee listed above?

☒ Yes



☐ No

Have you read the charge of the committee?

☒ Yes

☐ No

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

☒ Yes

☐ No

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

☒ Yes

☐ No

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

☐ Yes

☒ No

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

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

## Experience

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

I am currently on the ZBA

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

Signature

Darrell Shedd

Date

04/18/2024

# Application to Serve on a Board or Committee

## Applicant Information

Last Name	Crocker
First Name	David
Middle Initial	
Email Address	
Phone Number	
Address (Street)	2 Eric's Rd
Address (City)	Truro
Address (State)	MA
Address (Zip Code)	02666
Mailing Address (Please indicate box number and zip code)	PO Box 65, 02666

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

Are you a full-time resident of Truro?

☒ Yes ☐ No

Are you registered to vote in Truro?

☒ Yes ☐ No

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ADMINISTRATIVE SERVICES  
TOWN OF TRURO

## Board/ Committee Information

What Board/ Committee Are You Applying For?	ZBA - full member
---	-------------------

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

I am applying for reappointment to this board. I am currently a full member.

Have you attended a meeting of the committee listed above?

☒ Yes ☐ No

Have you read the charge of the committee?

☒ Yes ☐ No

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

☒ Yes ☐ No

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

☒ Yes ☐ No

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

☐ Yes ☒ No

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

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

Experience

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

I am currently a full member of the ZBA and am Vice Chair of the Pamet Harbor Commission.

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

BS in Marine Engineering from Mass. Maritime Academy  
MBA from Providence College  
42 years experience in power plant and facility operations and management.

Signature

David Crocker

Date

05/17/2024

# Application to Serve on a Board or Committee

## Applicant Information

Last Name

Braun

RCUT: 20240529 at 002

First Name

Russell

ADMINISTRATIVE OFFICE

Middle Initial

J

TOWN OF TRURO

Email Address

Phone Number

Address (Street)

510 C Shore Rd.

Address (City)

North Truro

Address (State)

MA

Address (Zip Code)

02652

Mailing Address (Please indicate box number and zip code)

PO Box 272, 02652

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

Are you a full-time resident of Truro?

☒ Yes☐ No

Are you registered to vote in Truro?

☒ Yes☐ No

## Board/ Committee Information

What Board/ Committee Are You Applying For?

Zoning Board of Appeals

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

I am currently an alternate on the ZBA. I wish to become a full member.

Have you attended a meeting of the committee listed above?

☐ No

Have you read the charge of the committee?

☒ Yes

☐ No

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

☒ Yes

☐ No

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

☒ Yes

☐ No

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

☐ Yes

☒ No

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

My credentials should be on file. Not much has changed since I was appointed an alternate

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

## Experience

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

See resume

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

Signature

Russell Braun

Date

04/23/2024



## EXPERIENCE

40+ years experience in architecture, planning, real estate development, construction management, building code and zoning enforcement.

Mr Braun served as Building Commissioner of the Town of Truro, MA, from 2014 to 2018. He also served in the same capacity for the Town of Provincetown, MA from 2007 to 2014. In addition, Mr. Braun was the Owner's Project Manager for the renovation of historic Provincetown Town Hall and was heavily involved in oversight during the renovation of the historic Provincetown Public Library and Truro Meetinghouse. Mr Braun served as Clerk-of-the-works for the inclined elevator project at the Provincetown Pilgrim Monument.

Mr. Braun established private architecture practice in 1983. Prior to and since then, Mr. Braun has completed extensive architecture, planning and construction management projects ranging from small residential and commercial rehabilitation projects to new commercial, institutional and industrial work. Prior to entering private practice he was also involved in the design of multi-phase urban scale developments, as well as environmental planning for the municipality of Jerusalem, Israel.

As real estate developer and construction manager, Mr. Braun has been directly responsible for the design, development and construction of close to 500 units of single and multi-family affordable and market rate housing in Massachusetts and Florida as well as small commercial income properties.

## PROFESSIONAL REGISTRATION & LICENSING

MASSACHUSETTS – REGISTERED ARCHITECT – EMERITUS  
LICENSED CONSTRUCTION SUPERVISOR #3394  
CERTIFIED BUILDING OFFICIAL #08-07-1588

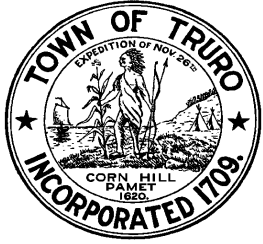
## ADDITIONAL LICENSING AND BOARDS

LONGMEADOW, MA, HISTORIC DISTRICT COMMISSION – 6 year appointment  
TRURO, MA, BICYCLE AND WALKWAYS COMMITTEE, WALSH PROPERTY PLANNING COMMITTEE  
PAYOMET PERFORMING ARTS CENTER, – treasurer  
OUTER CAPE CHORALE – Board of Directors

## EDUCATION

UNIVERSITY OF MICHIGAN – Master of Architecture, cum laude  
– Bachelor of Science –Architecture





# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Noelle Scoullar, Executive Assistant

**REQUESTED MEETING DATE:** June 25, 2024

**ITEM:** Possible Reappointment of Jane Lucas to the Commission on Disabilities

**EXPLANATION:** Jane Lucas has submitted her application to serve another term on the Commission on Disabilities.

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

**IMPACT IF NOT APPROVED:** Ms. Lucas will no longer be able to participate in voting matters for the Commission on Disabilities.

**SUGGESTED ACTION:** *Motion to Appoint Jane Lucas to the Commission on Disabilities for a three-year term which will expire June 30, 2027.*

**ATTACHMENTS:**

1. Application to Serve

# Application to Serve on a Board or Committee

Agenda Item: 9B8

## Applicant Information

Last Name

Lucas

First Name

Jane

Middle Initial

D

Email Address

Phone Number

Address (Street)

404 Clinton Rd

Address (City)

Brookline

Address (State)

MA

Address (Zip Code)

02445

Mailing Address (Please indicate box number and zip code)

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

Are you a full-time resident of Truro?

☐ Yes ☒ No

Are you registered to vote in Truro?

☐ Yes ☒ No

ROUT 2024/2025-2027  
ADMINISTRATIVE OFFICE  
TOWN OF TRURO

## Board/ Committee Information

What Board/ Committee Are You Applying For?

Commission on Disabilities

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

I am a physical therapist and hope I am helping to make things more accessible to those who need it in Truro.

Have you attended a meeting of the committee listed above?

☒ Yes ☐ No

Have you read the charge of the committee?

☒ Yes ☐ No

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

☒ Yes ☐ No

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

☒ Yes ☐ No

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

☐ Yes ☒ No

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

No

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

No

Experience

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

I have served one term based on the above.

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

I continue to practice as a physical therapist.

SignatureJane D. Lucas

Date06/14/2024



Consent Agenda Item: 9D

# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Licensing Department

**REQUESTOR:** Nicole Tudor, Executive Assistant on behalf of Ed Medeiros, Owner of Frankie's Hospitality Inc. dba Montano's Restaurant

**REQUESTED MEETING DATE:** June 25, 2024

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

**EXPLANATION:** On January 9, 2024, the Select Board approved a transfer of the annual all-alcohol pouring license to Frankie's Hospitality Inc., dba Montano's Restaurant listing Jacob O'Donnell as Manager. This transfer was approved by the Alcoholic Beverages Control Commission (ABCC) on March 19<sup>th</sup>, 2024.

Since this time, the owner, Edward Medeiros, has requested with an ABCC application and a revised Food Service Application a Change of Manager and Change of Hours for their Alcohol License. The owner is seeking the approval of Andrew Manchon as the new Manager.

The owner would also like to change the hours for their pouring license from 4:30 pm to 9:00 pm daily to 10:00 am to 9:00 pm. Per MGL 138 § 12 these hours are allowed. This would allow for a Brunch Menu for patrons.

All the required documentation for change of manager: Change of Manager Application, Proof of fee payment, Vote of the Corporate Board, CORI Authorization, and Proof of Citizenship have been submitted. Change of Hours is reflected on the cover of the Transmittal Form.

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

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

**IMPACT IF NOT APPROVED:** Jacob O'Donnell will remain identified as the Manager, and the hours on the Alcohol license will remain the same.

**SUGGESTED ACTION:** *MOTION TO approve the change of manager from Jacob O'Donnell to Andrew Manchon and the change of hours to daily 10:00 am to 9:00 pm at Montano's Restaurant for the annual all-alcohol pouring license for submission to the Alcoholic Beverages Control Commission.*

**ATTACHMENTS:**

1. ABCC Application for Multiple Amendments
2. Chief of Police Memo



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

RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION  
 MONETARY TRANSMITTAL FORM

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

ECRT CODE: RETA

Please make \$200.00 payment here: <https://www.mass.gov/epay-for-online-payments-abcc>

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

EPAY CONFIRMATION NUMBER

A.B.C.C. LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY)

ENTITY/ LICENSEE NAME Frankie's Hospitality Inc. dba Montano's Restaurant

ADDRESS 481 US Route 6

CITY/TOWN Truro

STATE MA

ZIP CODE 02666

For the following transactions (Check all that apply):

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

ALCOHOLIC BEVERAGES CONTROL COMMISSION  
 95 Fourth Street, Suite 3  
 Chelsea, MA 02150-2358

## Elisa Medeiros

**From:** customerservice@nCourt.com  
**Sent:** Thursday, May 30, 2024 4:10 PM  
**To:** Elisa Medeiros  
**Subject:** Receipt from nCourt

### YOUR RECEIPT >>

Please include the payment receipt with your application. Thank you.

#### Paid To

**Name:** Massachusetts Alcoholic Beverages Control Commission - Retail  
**Address 1:** 95 Fourth Street, Suite 3  
**City:** Chelsea  
**State:** Massachusetts  
**Zip:** 02150

#### Payment On Behalf Of

**First Name:** [REDACTED] **Last Name:** Medeiros  
**Address 1:** [REDACTED]  
**City:** [REDACTED] **State/Territory:** MA **Zip:** 02771  
**Phone:** [REDACTED]

Description	ID	Service Fee	Amount
FILING FEES-RETAIL	Frankie's Hospitality Inc.	\$4.70	\$200.00

**Receipt Date:** 5/30/2024 4:10:06 PM EDT  
**Invoice Number:** 08a5e1a4-7dae-4e72-bc44-646dec72bfe9

**Total Amount Paid:** **\$204.70**

Billing Information	Credit / Debit Card Information
<b>First Name</b> [REDACTED] <b>Last Name</b> [REDACTED] <b>Address 1</b> [REDACTED] <b>City</b> [REDACTED] <b>State/Territory</b> [REDACTED] <b>Zip</b> [REDACTED] <b>Email</b> [REDACTED]	<b>Card Type</b> American Express <b>Card Number</b> [REDACTED]

### IMPORTANT INFORMATION >>

Please verify the information shown above. Your payment has been submitted to the location listed above.

## **Change of Manager**

- Manager Application
- CORI Authorization
- Vote of the Entity
- Proof of Citizenship (Manager must be U.S. citizen)
- Payment Receipt



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

**AMENDMENT-Change of Manager**

☐ Change of License Manager

**1. BUSINESS ENTITY INFORMATION**

Entity Name	Municipality	ABCC License Number
Frankie's Hospitality Inc. dba Montano's Restaura	Truro	

**2. APPLICATION CONTACT**

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

Name	Title	Email	Phone
Edward Medeiros	President/Owner		

**3A. MANAGER INFORMATION**

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

Proposed Manager Name	Andrew Manchon	Date of Birth		SSN	
Residential Address	62 Namequoit Road, Orleans, MA 02653				
Email			Phone		
Please indicate how many hours per week you intend to be on the licensed premises		45	Last-Approved License Manager		
			Jacob O'Donnell		

**3B. CITIZENSHIP/BACKGROUND INFORMATION**

Are you a U.S. Citizen? ☒ Yes ☐ No \*Manager must be U.S. citizen  
If yes, attach one of the following as proof of citizenship US Passport, Voter's Certificate, Birth Certificate or Naturalization Papers.  
Have you ever been convicted of a state, federal, or military crime? ☐ Yes ☒ No  
If yes, fill out the table below and attach an affidavit providing the details of any and all convictions. Attach additional pages, if necessary, utilizing the format below.

Date	Municipality	Charge	Disposition

**3C. EMPLOYMENT INFORMATION**

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

Start Date	End Date	Position	Employer	Supervisor Name
			See Resume Attached	

**3D. PRIOR DISCIPLINARY ACTION**

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

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

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

Manager's Signature  Date 05/31/24



## APPLICANT'S STATEMENT

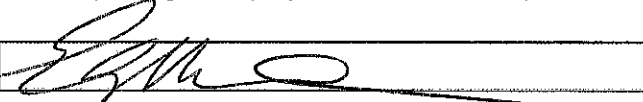
I, Edward Medeiros the: ☐ sole proprietor; ☐ partner; ☒ corporate principal; ☐ LLC/LLP manager  
Authorized Signatory  
of Frankie's Hospitality Inc. dba Montano's Re  
Name of the Entity/Corporation

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

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

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

Signature:

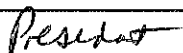


Date:

05/31/24

Title:

President



**ENTITY VOTE**

The Board of Directors or LLC Managers of

Frankie's Hospitality Inc. dba Montano's Restaurant

Entity Name

duly voted to apply to the Licensing Authority of

Truro

City/Town

and the

Commonwealth of Massachusetts Alcoholic Beverages Control Commission on

05/28/24

Date of Meeting

For the following transactions (Check all that apply):

☒ Change of Manager

☒ Other Change of Hours Open Daily 10AM-9PM

"VOTED: To authorize

Edward Medeiros

Name of Person

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

"VOTED: To appoint

Andrew Manchon

Name of Liquor License Manager

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

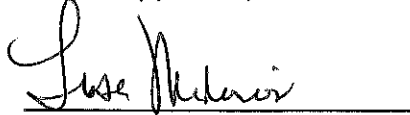
A true copy attest,

  
Corporate Officer / LLC Manager Signature

Edward Medeiros  
(Print Name)

For Corporations ONLY

A true copy attest,

  
Corporation Clerk's Signature

Jose Medeiros, Vice President  
(Print Name)



JEAN M. LORIZIO, ESQ.  
CHAIRMAN

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

**CORI REQUEST FORM**

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

**ABCC LICENSE INFORMATION**

ABCC NUMBER: OF EXISTING LICENSES	08090-25-122	LICENSEE NAME:	Frankie Hyatt Jr.	CITY/TOWN:	Tauro MA
--------------------------------------	--------------	----------------	-------------------	------------	----------

**APPLICANT INFORMATION**

LAST NAME:	MANCHON	FIRST NAME:	Andrew	MIDDLE NAME:	KARL
MARIED NAME OR ALIAS (IF APPLICABLE):		PLACE OF BIRTH:	Stamford, CT		
DATE OF BIRTH:		SSN:		THEFT INDEX PIN (IF APPLICABLE):	
MOTHER'S MAIDEN NAME:		DRIVER'S LICENSE #		DATE LIC. ISSUED:	MA
GENDER:	M	HEIGHT:		WEIGHT:	
				EYE COLOR:	BR
CURRENT ADDRESS:					
CITY/TOWN:		STATE:	MA	ZIP:	
FORMER ADDRESS:					
CITY/TOWN:		STATE:		ZIP:	

**PRINT AND SIGN**

PRINTED NAME:	Andrew K. Manchon	APPLICANT/EMPLOYEE SIGNATURE:	
---------------	-------------------	-------------------------------	--

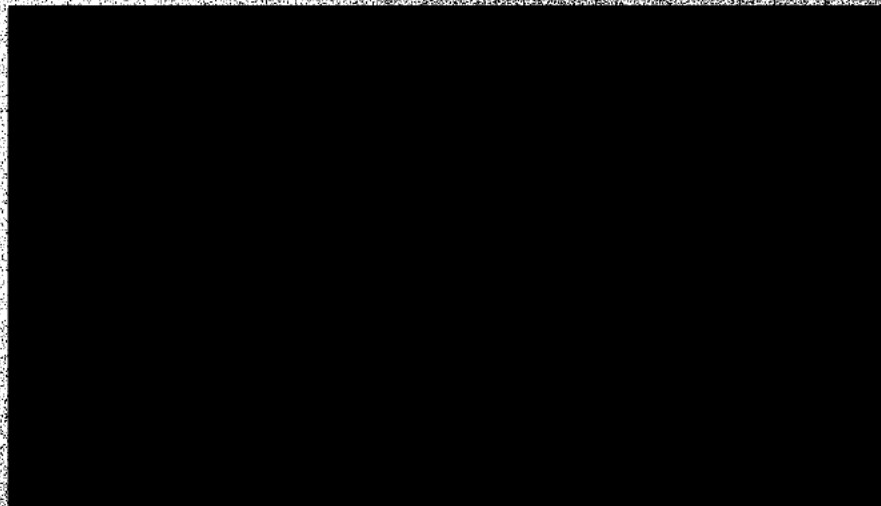
**NOTARY INFORMATION**

On this	31 <sup>st</sup> of May	before me, the undersigned notary public, personally appeared	Andrew Manchon
(name of document signer),		proved to me through satisfactory evidence of identification, which were	
		driver's license	
to be the person whose name is signed on the preceding or attached document, and acknowledged to me that (he) (she) signed it voluntarily for its stated purpose.			
		NOTARY	

**DRIVER/OWNER ONLY**

DRIVER/OWNER SIGNATURE:	
I have been licensed to drive since [ ] and have not been convicted of any crime involving the use of a motor vehicle within the last five (5) years. I have not been convicted of any crime involving the use of a motor vehicle within the last five (5) years. I have not been convicted of any crime involving the use of a motor vehicle within the last five (5) years.	

**SARAH KEANE**  
Notary Public - Rhode Island  
Notary ID 770504  
My Commission Expires May 12, 2027





# Andrew Manchon

📍 Orleans, MA 02653



## PROFESSIONAL SUMMARY

A dynamic, results oriented Food & Beverage professional offering focused leadership to drive sales and profitability in highly competitive markets. Consistently achieving performance goals through strong enthusiasm, and initiative.

## SKILLS

- Customer Service/ Guest Relations
- Team Building/ Staff Training
- Purchasing/ Inventory Management
- Cost Containment/ Control
- Policies & Procedures
- Operations Oversight
- Banquets

## WORK HISTORY

### GM

10/2022 to CURRENT

#### ASHWOOD FOOD SERVICES, INC. | Harwich Port, MA

- Developed and implemented strategies to increase sales and profitability.
- Drove year-over-year business growth while leading operations with a revenue increase exceeding \$100k
- Monitored financial performance, controlled expenses to provide financial stability and long-term growth.
- Maximized efficiency by coaching personnel on industry practices, company procedures, and technology systems.

### AGM

05/2021 to 10/2022

#### TULU MANAGEMENT LLC | Yarmouth, MA

- Oversee daily operations, Liquor Inventory / Ordering, Scheduling / Training, POS / MS Office
- Performed business administration tasks, checked payroll weekly for accurate submission. Consolidated weekly invoices for input to accounting

### FOOD & BEVERAGE MANAGER

05/2017 to 09/2020

#### FINCH GROUP-RESORT & CONFERENCE CENTER AT HYANNIS | Hyannis, MA

- Banquets, Restaurant Outlets, Staff Training - steps of service, plated team service, Coordinated with the Executive Chef to create new banquet menu offerings reflecting in an 11% increase in food revenue YOY

### ASSISTANT FOOD & BEVERAGE DIRECTOR

03/2016 to 01/2017

#### SKYTOP LODGE | Skytop, PA

- Coordinated with F&B Director overseeing 5 diverse outlets ranging from casual to fine dining, Reformatted wine BTG & bottle offerings to establish more esoteric choices creating greater value to our guests while decreasing

cost margins by 17%, Worked with Executive Chef to redesign the menu & floorplan for the Lakeview Inn outlet

**FOOD & BEVERAGE OUTLETS MANAGER**

*04/2015 to 03/2016*

**MT. AIRY CASINO RESORT | Mount Pocono, PA**

- Supervised & directed management in five unique Food & Beverage outlets on property.
- Successfully opened Lucky 8 Noodle & Sushi Bar.
- Established a monthly cocktail program for Glass Bar & VIP lounge
- Banquets & Corporate functions

**GENERAL MANAGER**

*07/2013 to 04/2015*

**BRANNANS GRILL ~ Calistoga, Ca**

**RESTAURANT MANAGER**

*12/2011 to 07/2013*

**TIBURON TAVERN ~ Tiburon, Ca**

**RESTAURANT MANAGER**

*02/2010 to 12/2011*

**SUGO TRATTORIA ~ Petaluma, Ca**

**REGIONAL SALES MANAGER**

*03/2009 to 02/2010*

**DUTTON ESTATE WINERY ~ Sebastopol, Ca**

**WINE CONSULTANT**

*08/2003 to 02/2009*

**WINDSOR VINEYARDS/VINTAGE WINE ESTATES ~ Windsor, Ca**

**EDUCATION**

**BS - BUSINESS ADMINISTRATION**

*06/1996*

**UNIVERSITY OF ARIZONA**

**CERTIFICATIONS**

- SERVESAFE MANAGER
- TIPS
- CPR
- ALLERGEN AWARENESS

<https://www.linkedin.com/in/andymanchon/>

The Commonwealth of Massachusetts  
Alcoholic Beverages Control Commission  
239 Causeway Street  
Boston, MA 02114  
[www.mass.gov/abcc](http://www.mass.gov/abcc)

Print Form

RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION  
MONETARY TRANSMITTAL FORM

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

REVENUE CODE: RETA

CHECK PAYABLE TO ABCC OR COMMONWEALTH OF MA: NO FEE

A.B.C.C. LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY):

LICENSEE NAME: Frankie's Hospitality Inc. dba Montano's Restaurant

ADDRESS: 481 US Rt 6

CITY/TOWN: Freetown STATE MA ZIP CODE 02666

TRANSACTION TYPE (Please check all relevant transactions):

☒ Change of Hours

☐ Change of DBA

THE LOCAL LICENSING AUTHORITY MUST MAIL THIS TRANSMITTAL  
FORM ALONG WITH THE CHECK, COMPLETED APPLICATION, AND  
SUPPORTING DOCUMENTS TO:

ALCOHOLIC BEVERAGES CONTROL COMMISSION  
P. O. BOX 3396  
BOSTON, MA 02241-3396



## CORPORATE VOTE

The Board of Directors or LLC Managers of

Frankie's Hospitality Inc. dba Montano's Restaurant  
Entity Name

duly voted to apply to the Commonwealth of Massachusetts Alcoholic Beverages Control

Commission on

5/28/24  
Date of Meeting

For the following transactions (Check all that apply):

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

"VOTED: To authorize

Edward Medeiros  
Name of Person

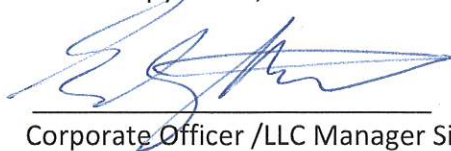
to sign the application submitted and to execute on the Entity's behalf, any necessary papers and do all things required to have the application granted."

"VOTED: To appoint

Andrew MANCHON  
Name of Liquor License Manager

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

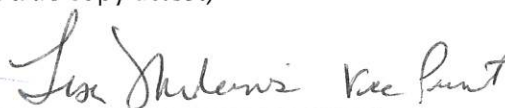
A true copy attest,



Corporate Officer /LLC Manager Signature

For Corporations ONLY

A true copy attest,



Corporation Clerk's Signature





## Town of Truro

### Board of Health

24 Town Hall Road, P.O. Box 2030, Truro, MA 02666

Tel: 508-349-7004, Extension: 131 Fax: 508-349-5508

Email: [ebeebe@truro-ma.gov](mailto:ebeebe@truro-ma.gov) or [adavis@truro-ma.gov](mailto:adavis@truro-ma.gov)

### APPLICATION FOR FOOD SERVICE – COMMON VICTUALER

☐ New ☐ Renewal

#### Section 1 – License Type

Type of License: ☒ Food Service ☒ Common Victualer

##### Type of Food Service Establishment:

- ☒ Food Service (restaurant or take out)  
☐ Retail Food (commercially prepared foods)  
☐ Residential Kitchen  
☐ Bed & Breakfast w/Continental Breakfast

- ☐ Catering  
☐ Manufacturer of Ice Cream/Frozen Dessert  
☐ Bakery

#### Section 2 – Business/Owner/Manger Information

Federal Employers Identification Number (FEIN/SS) [REDACTED]

Business Name: Frankies Hospitality Inc. dba Montano's Restaurant

Owner Name: Edward Medeiros Email Address: [emedeiros@frankiesinternationalbistro.com](mailto:emedeiros@frankiesinternationalbistro.com)

Mailing Address: 346 Taunton Avenue Seekonk, MA 02771

Phone No: [REDACTED]

Person Directly Responsible for Daily Operations: (Owner, Person In Charge, Supervisor, Manager)

Name: Edward Medeiros Email Address: [emedeiros@frankiesinternationalbistro.com](mailto:emedeiros@frankiesinternationalbistro.com)

Mailing Address: 346 Taunton Avenue Seekonk, MA 02771

Phone No: [REDACTED] 24 Hour Emergen [REDACTED]

#### Section 3 – Business Operation Details

Number of Seats: Inside: 145 Outside: \_\_\_\_\_ Number of Employees: 30

Length of Permit: ☒ Annual ☐ Seasonal Operation

Hours of Operation: 10:00am To 9:00pm (Daily)

Days Closed Excluding Holidays: none

If Seasonal: Approximate Dates of Operation: \_\_\_\_/\_\_\_\_/\_\_\_\_ To \_\_\_\_/\_\_\_\_/\_\_\_\_

Certified Food Manager(s) (attach copy): (at least 1 full-time equivalent PER SHIFT required)

ANDREW MANCHON

Allergen Awareness Certification (attach copy):

ANDREW MANCHON

Has your menu changed from last year? ☒ Yes ☐ No

If yes please attach copy of menu or provide description of food to be prepared and sold:

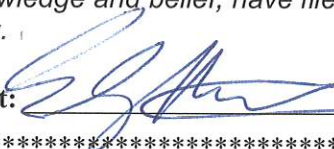
We are adding Brunch Menu

#### **Section 4 - Attestation**

##### **Attestation**

I, the undersigned, attest to the accuracy of the information provided in this application and further agree to allow the regulatory authority access to the food service establishment as specified under § 8-402.11. I affirm that the food establishment operation will comply with 105 CMR 590.000, Truro Board of Health Regulation Section X, Food Service Regulations and all other applicable laws. Pursuant to MGL Ch. 62C § 49A, I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid state and local taxes required by law.

Signature of Applicant:



Date:

5/28/24

\*\*\*\*\*

##### **Application Checklist:**

- ☐ Food Service Permit Application
- ☐ Smoke Detector/Fire Protection Certification
- ☐ Workers Compensation Affidavit/Certificate of Insurance
- ☐ Copy of Inspection of Kitchen Equipment: Commercial Hood and Ventilation System Report
- ☐ Copy of Service report of mechanical washing equipment (Dishwasher)
- ☐ Copy of ServSafe Certification and Allergy Awareness
- ☐ Copy of Choke Saver (for food service establishment w/seating capacity of 25 or more)

#### **FOR HEALTH DEPARTMENT USE ONLY**

Comments: \_\_\_\_\_

Review by \_\_\_\_\_

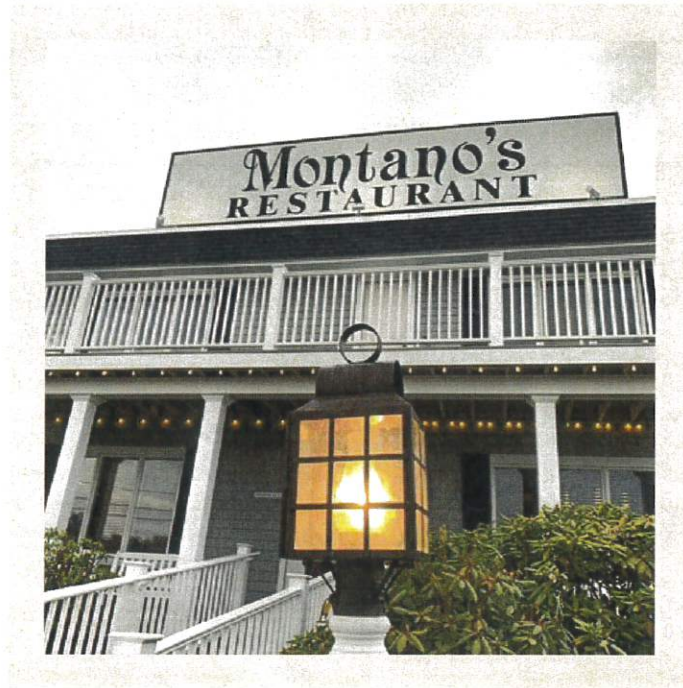
Date \_\_\_\_\_

## MONTANO'S RESTAURANT

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NOW SERVING

# Sunday Brunch



### Menu Offerings:

Bagel Hound Bagels Provincetown, MA -  
Served with Cream Cheese & Smoked Salmon

Blueberry Pancakes

Frittata

Eggs Benedict on Wolferman's English Muffin

Cinnamon French Toast

Eggs Made to Order

Maple Breakfast Sausage

Heritage Bacon

Fresh Cut Fruit

Home Fries

Muffins - Lemon Poppy, Coffee Cake, Blueberry,  
Cranberry Orange Nut

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**OPEN**

**SUNDAY BRUNCH 10AM - 1PM**

**MONDAYS - SUNDAYS**

**4:30PM - 9 PM**

**WE DO CARRY OUT!**

**508-487-2026**

**481 ROUTE 6 N. TRURO, MA 02652**

**MONTANOS.COM**

**ServSafe**  
National Restaurant Association

# ServSafe® CERTIFICATION

**ANDREW MANCHON**

for successfully completing the standards set forth for the ServSafe® Food Protection Manager Certification Examination,  
which is accredited by the American National Standards Institute (ANSI) - Conference for Food Protection (CFP).

20865906

CERTIFICATION NUMBER

7/27/2021

DATE OF EXPIRATION

Local laws apply. Check local health department for recertification requirements.

5531

EXAM FORM NUMBER

7/27/2026

DATE OF EXPIRATION



#0655

*[Signature]*  
Sherman

Association Solutions



In accordance with the National Restaurant Association's policy, the ServSafe logo and the ServSafe logo are trademarks of the NRAEF, National Restaurant Association® and the associated design.

Contact us with questions at 253 S. Wacker Drive, Suite 3600, Chicago, IL 60606-4383 or [ServSafe@restaurant.org](mailto:ServSafe@restaurant.org).

CPR

Certified CPR  
Practitioner



**Andrew Manchon**

This card certifies that the person listed above has successfully completed the CPR examination at the CPR Certification Institute.

**04/11/2022**

Issue Date

**04/11/2024**

Renewal Date



# CERTIFICATE OF ALLERGEN AWARENESS TRAINING

Name of Recipient: ANDREW MANCHON

Certificate Number: 5277063

Date of Completion: 10/1/2021

Date of Expiration: 10/1/2026



*The above-named person is hereby issued this certificate  
for completing an allergen awareness training program  
recognized by the Massachusetts Department of Public Health  
in accordance with 105 CMR 590.009(G)(3)(a).*

*This certificate will be valid for five (5) years from date of completion.*

Issued By:



Massachusetts Restaurant Association  
333 Turnpike Road, Suite 102  
Southborough, MA 01772  
508-303-9905  
[www.marestaurantassoc.org](http://www.marestaurantassoc.org)



800.765.2122  
[www.restaurant.org](http://www.restaurant.org)

**TIPS** eTIPS On Premise 3.1 **CERTIFIED**

Issued: 10/2/2021

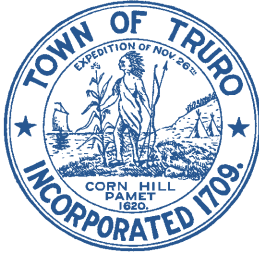
Expires: 10/2/2024

ID#: 5567199

Andrew K. Monahan

For service visit us online at [www.gettips.com](http://www.gettips.com)





# TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

## Licensing Department

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

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

To: Chief Jamie Calise, Truro Police Department  
From: Nicole Tudor, Executive Assistant  
Date: June 14, 2024  
Re: **Montano's Restaurant, 481 Route 6, North Truro**  
**Request for a Change of Manager on Annual All Alcohol Pouring Liquor**  
**License # 08090-RS-1292**

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Dear Chief Calise,

Frankie's Hospitality Inc. dba Montano's Restaurant (481 Route 6) is requesting a Change of Manager for all required licenses held with the Town of Truro.

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

The current Manager on record is Jacob O'Donnell

The proposed Manager is Andrew Manchon, 62 Namequoit Rd, Orleans, MA 02653

They are additionally requesting a change of hours.

Current Hours: 4:30pm to 9:00pm Daily

Proposed Hours: 10:00am-9:00pm Daily

I have included the accompanying application that will be provided to the Alcoholic Beverages Control Commission once the Select Board reviews and approves the application at a duly held Select Board Meeting, on June 25, 2024.

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

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POLICE DEPARTMENT REVIEW:

Date: June 14, 2024

Signature: *Jamie Calise*  
Jamie Calise, Chief of Police

Select Board Meeting Minutes

March 26, 2024, Meeting (Hybrid)

Via Zoom Platform

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

Select Board Members Absent:

Others Present: Darrin Tangeman-Town Manager; Kelly Clark-Assistant Town Manager; Jarrod Cabral-DPW Director; Jon Nahas-Principal Assessor; Alex Lessin-Finance Director; Barbara Carboni-Town Planner/Land Use Counsel; Emily Beebe-Health and Conservation Agent; Scott Cloud (Truro General Store); Jim Summers (Co-Chair of the Community Preservation Committee); Mary Rose (Co-Chair of the Community Preservation Committee); Cape Cod National Seashore Superintendent Jennifer Flynn; Cape Cod National Seashore Deputy Superintendent Leslie Reynolds; Brian Dunne (Truro Resident); Brian Boyle (Chair of the Energy Committee); Robert Higgins-Steele (Member of the Energy Committee); Tim Hickey (Truro Voter); Planning Board Chair Rich Roberts; Planning Board Vice Chair and Petitioner Anne Greenbaum; Dennis O'Brien (Truro Voter and Petitioner); Chris Lucy (Truro Voter and ZBA Chair and DPW Employee); Bob Panessiti (Truro Voter and Chair of the Finance Committee);

Chair Reed called the meeting to order at 2:00 pm and read the information for the public to access the meeting by telephone and participate. Chair Reed introduced the Members and Town staff present.

**PUBLIC COMMENT**

(Video Timestamp: 2m 45s)

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

Chair Reed asked if any member of the public wished to provide public comment and Chair Reed recognized the following individuals: Mr. Cloud (*Note: prior to Mr. Cloud speaking, Chair Reed announced that due to a technical difficulty at a previous meeting, Mr. Cloud was not able to comment on a matter related to a year-round alcohol license for the Truro General Store and he would be given the opportunity tonight to do so now in accordance with Open Meeting Law; additionally, the Select Board could not discuss or decide on this matter this evening and Assistant Town Manager Clark noted that Truro has a quota of two year-round alcohol licenses and Town staff would need to discuss with Town Counsel to see if there is a legal method to increase that quota.*), Health and Conservation Agent Beebe (commented on the passing of Deborah McCutcheon-former Chair of the Community Preservation Committee and commented on the Truro water supply), and Member Weinstein (the passing of Buddy Perkel).

**PUBLIC HEARINGS**

None

## **INTRODUCTION TO NEW EMPLOYEES/OTHER**

*(Video Timestamp: 56m 33s)*

### **A. Introduction to Cape Cod National Seashore (CCNS) Superintendent Jennifer Flynn**

Chair Reed welcomed Superintendent Flynn and Deputy Superintendent Reynolds.

Superintendent Flynn and Deputy Superintendent Reynolds introduced themselves.

Superintendent Flynn then provided updates on the following upcoming events and topics: the ribbon cutting ceremony for the rededication of Highland Light on May 3, 2024; the Cape Cod National Seashore Advisory Commission meeting on April 8, 2024 at 1:00 pm; Payomet's upcoming season starting in June; completed projects including the North Truro Air Force Station; an update on the dune shacks in the Province Lands; the Pilgrim Heights upcoming paving project and reroute this summer; the upcoming Head of the Meadow parking lot project; a new fee booth at Head of the Meadow; and high speed internet will be installed in the bio lab at the Highlands Center.

Superintendent Flynn and the Members discussed the following highlighted topics: the impact of 4 million annual visitors to Cape Cod and how the CCNS and the Town can work together addressing groundwater and freshwater; the issue of fire protection for all of the communities within the National Seashore; a letter dated March 12, 2024 from Superintendent Flynn to Member Weinstein notifying Member Weinstein of his non-selection to serve on the Cape Cod National Seashore Advisory Commission and his request to meet with Superintendent Flynn to discuss further; Superintendent Flynn responded to Member Weinstein's comment and noted that the Secretary of the Interior made the decision on Mr. Weinstein's nomination to serve and not her; the issue of kettle ponds within the National Seashore and the safety of the water for swimmers; affordable and workforce housing opportunities; land leasing to non-profit organizations in other National Park areas and whether those opportunities could exist in the CCNS; and the distinction between a National Park and the CCNS (and the six Cape Cod towns which are within the Cape Cod National Seashore).

Chair Reed recognized Mr. Dunne who commented on Superintendent Flynn's fire services experience and the recreational value of the CCNS.

After the discussion, Chair Reed provided Superintendent Flynn a copy of Member Weinstein's letter regarding the Cape Cod National Seashore Advisory Commission and comments from constituents who are part of the dune dwellers community in Provincetown and Truro.

Superintendent Flynn noted that there are several topics to which she would like to respond and wanted to know if she would be invited to a future meeting or provide written responses. Chair Reed said that the Members would like to receive responses as soon as possible. Superintendent Flynn said that she would welcome an invitation to a future meeting so she could bring along the appropriate CCNS staff to assist in deeper discussions on topics which are important to the community.

## **BOARD COMMITTEE/COMMISSION APPOINTMENTS**

None

## **STAFF/COMMITTEE UPDATES**

### **A. Community Preservation Committee Presentation of Warrant Articles**

Presenters: Jim Summers and Mary Rose, Co-Chairs of the Community Preservation Committee (CPC)  
**(Video Timestamp: 15m 49s)**

Prior to the presentation, Chair Reed noted that the Community Preservation Committee's Warrant Articles had the full support of the Select Board.

CPC Co-Chairs Summers and Rose summarized the Warrant Articles and provided contextual information for these Warrant Articles.

Highlighted topics of discussion included: Truro housing challenges, funding for the Truro Conservation Trust for undevelopable land, and Truro Central School's early childhood playground, and the Members thanked CPC Co-Chairs Summers and Rose for their dedicated service to the Town of Truro.

### **B. Assessing Department Review of Available Exemptions to Truro Property Owners**

Presenter: Darrin Tangeman, Town Manager and Jon Nahas, Principal Assessor  
**(Video Timestamp: 38m 28s)**

Principal Assessor Nahas conducted a review of the available exemptions to Truro property owners and the goal was for Truro property owners to understand tax relief programs available to residents.

Highlighted topics of discussion included: definition of assets, types of tax relief, general requirements, senior exemptions (65 & older), disabled veterans & blind, tax deferral, residential exemption, all exemption applications must be submitted by Monday, April 1, 2024, at 4:00 pm (no exceptions), the Senior Circuit Breaker MA Income Tax Credit (this is not affiliated with the Assessor's Office), and a Summary of Tax Exemption Programs for FY2024.

### **C. Climate Action Leader and Green Community Status**

Presenters: Brian Boyle and Robert Higgins-Steele, Chair and Member of the Energy Committee  
**(Video Timestamp: 1h 32m)**

Energy Committee Member Higgins-Steele provided an overview and importance of the Town's Climate Action Leader and Green Community Status with input from Energy Committee Chair Boyle.

Highlighted topics of discussion included: grant writing and assistance from Town staff; collaborative efforts from the Energy Committee which result in success.

## **TABLED ITEMS**

None

## **SELECT BOARD ACTION**

### **A. Vote on Warrant Articles Including Zoning Bylaw Articles; and Limited Discussion on Special Town Meeting**

Presenters: Darrin Tangeman, Town Manager, and Kelly Clark, Assistant Town Manager

*(Video Timestamp: 1h 42m)*

Chair Reed made a motion to recommend acceptance of an article to support M.G.L. Chapter 60 §15B Tax Title Collection Revolving Fund.

Vice Chair Areson seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas – Aye

Member Weinstein – Aye

Member Rein – Aye

Chair Reed – Aye

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

Chair Reed made a motion to recommend amendments to the FY2024 Operating Budget Funded by Free Cash as printed.

Vice Chair Areson seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas – Aye

Member Weinstein – Aye

Member Rein – Aye

Chair Reed – Aye

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

Chair Reed made a motion to recommend Article FY2025 Omnibus Budget Appropriation as printed.

Vice Chair Areson seconded the motion.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas – Aye

Member Weinstein – Aye

Member Rein – Aye

Chair Reed – Aye

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

Chair Reed made a motion to include a \$50,000 Free Cash Transfer to the Select Board Budget for Climate Action Resiliency in this article and to recommend the transfer of funds from Free Cash as printed.

Vice Chair Areson seconded the motion.

Discussion: Assistant Town Manager Clark provided additional information and recommendations regarding this article.

Roll Call Vote:

Vice Chair Areson – Aye

Member Dundas – Aye

Member Weinstein – Aye

Member Rein – Aye

Chair Reed – Aye

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

*Note: Prior to the votes on the following motions, Assistant Town Manager Clark noted that these borrowing article authorizations would be presented in front of Bond Counsel for a review in case there would have to be any slight changes. These borrowing article authorizations have already been reviewed by Town Counsel.*

**Chair Reed made a motion to recommend Article X: Borrowing Authorization for Mill Pond Culvert Replacement and Salt Marsh Restoration as printed.**

**Vice Chair Areson seconded the motion.**

**Roll Call Vote:**

**Vice Chair Areson – Aye**

**Member Dundas – Aye**

**Member Weinstein – Aye**

**Member Rein – Aye**

**Chair Reed – Aye**

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

**Chair Reed made a motion to recommend Article X: Debt Exclusion for Sand Pit Road as printed.**

**Member Dundas seconded the motion.**

**Discussion:** Chair Reed recognized Health and Conservation Agent Beebe who noted the importance of this Town property acquisition. Members also commented on this topic and agreed with the removal of the language “for the site of a public works facility” from the explanation.

**Roll Call Vote:**

**Vice Chair Areson – Abstained**

**Member Dundas – Aye**

**Member Weinstein – Nay**

**Member Rein – Aye**

**Chair Reed – Aye**

**So voted, 3-1-1, motion carries.**

**Chair Reed made a motion to recommend Article X: Acquisition of Truro Motor Inn with Debt Exclusion Contingency as printed.**

**Member Weinstein seconded the motion.**

**Roll Call Vote:**

**Vice Chair Areson – Aye**

**Member Dundas – Aye**

**Member Weinstein – Aye**

**Member Rein – Aye**

**Chair Reed – Aye**

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

**Chair Reed made a motion to recommend Article X: Reappropriate Authorized Excess Borrowing Proceeds from The Town Hall Construction Project to a Future Capital Project for Town Hall Facility Engineering, Design, and Construction Purposes as printed.**

**Vice Chair Areson seconded the motion.**

**Roll Call Vote:**

**Vice Chair Areson – Aye**

**Member Dundas – Aye**

**Member Weinstein – Aye**

**Member Rein – Aye**

**Chair Reed – Aye**

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

**Chair Reed made a motion to recommend Article X: Acceptance of Massachusetts General Law: Adoption of Community Impact Fee on Owner Occupied Short-Term Rentals as printed.**

**Vice Chair Areson seconded the motion.**

**Roll Call Vote:**

**Vice Chair Areson – Aye**

**Member Dundas – Aye**

**Member Weinstein – Aye**

**Member Rein – Aye**

**Chair Reed – Aye**

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

*Note: After the previous vote, Assistant Town Manager Clark noted that there were several financial articles which had not yet been voted upon so Chair Reed asked her to state them in the order that Assistant Town Manager Clark had then in her record so the Members could vote.*

Chair Reed recognized Assistant Town Manager Clark who commented on the need for a Human Resources Coordinator, the funding through a general override for the role, and the necessary vote at Town Meeting to approve. Members discussed the need for the role as without it work is unsustainable.

**Chair Reed made a motion to recommend Article X: General Override for Human Resources Coordinator.**

**Member Dundas seconded the motion.**

**Roll Call Vote:**

**Vice Chair Areson – Aye**

**Member Dundas – Aye**

**Member Weinstein – Aye**

**Member Rein – Aye**

**Chair Reed – Aye**

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

Chair Reed recognized Mr. Hickey who had a point of information and stated that the Members had not voted on the Mill Pond Culvert but had discussed it at 3:53 pm. Chair Reed thanked Mr. Hickey for his point of information and noted that the Members had indeed voted on the article as well as on Sand Pit Road. Chair Reed then reviewed the votes on the two articles from her notes. Chair Reed thanked Mr. Hickey for his due diligence.

Assistant Town Manager Clark noted that **Article X: Reappropriate Authorized Borrowing Balances from Environmental Projects to Capital Expenses for Environmental Projects** needed to be voted upon and that DPW Director Cabral was present to speak about this topic. DPW Director Cabral provided background information and stated that this article now included the Pamet Harbor Jetty. DPW Director Cabral stated that Town Counsel had reviewed and approved the inclusion of the Pamet Harbor Jetty.



**Chair Reed made a motion to recommend Article X: Reappropriate Authorized Borrowing Balances from Environmental Projects to Capital Expenses for Environmental Projects.**

**Member Weinstein seconded the motion.**

**Roll Call Vote:**

**Vice Chair Areson – Aye**

**Member Dundas – Aye**

**Member Weinstein – Aye**

**Member Rein – Aye**

**Chair Reed – Aye**

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

*Note: After the previous vote, Assistant Town Manager Clark advised Chair Reed that the Select Board would now consider and vote on General Bylaw articles. Chair Reed noted that Planning Board Chair Roberts was present and that if he would like to add pertinent information that she would recognize him to speak on the matter at hand.*

**Chair Reed made a motion to recommend Article X: Add New General Bylaw Section 1.1.8 Town Meeting Geographic Limits as printed.**

**Vice Chair Areson seconded the motion.**

**Roll Call Vote:**

**Vice Chair Areson – Aye**

**Member Dundas – Aye**

**Member Weinstein – Aye**

**Member Rein – Aye**

**Chair Reed – Aye**

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

*Note: After the previous vote, Assistant Town Manager Clark said it was a good opportunity to discuss a general bylaw amendment regarding fines and the ability to raise those fines. Assistant Town Manager Clark said that Town staff was recommending withdrawing a general bylaw amendment related to fines as there would be substantial legal review by Town Counsel to ensure that any fines imposed were aligned with Massachusetts General Law. Assistant Town Manager Clark added that these articles should be withdrawn and developed for next year's Annual Town Meeting, or Special Town Meeting, once the legal review was completed. Chair Reed agreed that the general bylaw amendment was not ready and there were no objections.*

**Chair Reed made a motion to recommend Article X: General Bylaw Amendment – Prohibitions Related to Short-Term Rental of Residential Properties – Additional Regulations.**

**Member Weinstein seconded the motion.**

**Roll Call Vote:**

**Vice Chair Areson – Aye**

**Member Dundas – Aye**

**Member Weinstein – Aye**

**Member Rein – Aye**

**Chair Reed – Aye**

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

**Chair Reed made a motion to recommend Article X: Zoning Bylaw Amendment - Ban on Fractional Ownership of Short-Term Rentals.**

**Vice Chair Areson seconded the motion.**

**Roll Call Vote:**

**Vice Chair Areson – Aye**

**Member Dundas – Aye**

**Member Weinstein – Aye**

**Member Rein – Aye**

**Chair Reed – Aye**

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

Chair Reed then recognized Planning Board Chair Roberts, Planning Board Vice Chair Greenbaum for their hard work on the Zoning Bylaw amendments with her and Member Dundas.

**Chair Reed made a motion to recommend Article X: Amend Zoning Bylaw §20.3 Location of Districts, §90.5 Overlay Districts, and Appendices.**

**Member Dundas seconded the motion.**

**Roll Call Vote:**

**Vice Chair Areson – Aye**

**Member Dundas – Aye**

**Member Weinstein – Aye**

**Member Rein – Aye**

**Chair Reed – Aye**

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

**Chair Reed made a motion to recommend Article: Amend Zoning Bylaw §10.4 Definitions, Amend Zoning Bylaw §50.1 Area and Height Regulations, and Add Appendix Q.**

**Vice Chair Areson seconded the motion.**

**Roll Call Vote:**

**Vice Chair Areson – Aye**

**Member Dundas – Aye**

**Member Weinstein – Aye**

**Member Rein – Aye**

**Chair Reed – Aye**

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

**Chair Reed made a motion to recommend Article: Add New Zoning Bylaw §40.8 Attainable Housing on Undersized Lots and Amend §30.2 Use Table.**

**Member Dundas seconded the motion.**

**Roll Call Vote:**

**Vice Chair Areson – Aye**

**Member Dundas – Aye**

**Member Weinstein – Aye**

**Member Rein – Aye**

**Chair Reed – Aye**

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

**Chair Reed made a motion to recommend Article: Amend Zoning Bylaw §40.2 Accessory Dwelling Unit, §50.2 Gross Floor Area, and §30.2 Use Table, Note 9.**

**Member Dundas seconded the motion.**

**Roll Call Vote:**

**Vice Chair Areson – Aye**

**Member Dundas – Aye**

**Member Weinstein – Aye**

**Member Rein – Aye**

**Chair Reed – Aye**

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

Chair Reed thanked the Members of the Planning Board for their hard work.

**Chair Reed made a motion to recommend Article X: Advisory Vote to Establish a Town Seal Committee.**

**Member Dundas seconded the motion.**

**Roll Call Vote:**

**Vice Chair Areson – Aye**

**Member Dundas – Aye**

**Member Weinstein – Aye**

**Member Rein – Aye**

**Chair Reed – Aye**

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

Assistant Town Manager Clark advised Chair Reed that an article prepared by Town Planner/Land Use Counsel Barbara Carboni and Health and Conservation Agent Beebe had not yet been voted upon.

**Chair Reed made a motion to recommend Article X: Amend Zoning Bylaw §20.3 Location of Districts, §90.5 Overlay Districts, and Appendices.**

**Member Weinstein seconded the motion.**

**Roll Call Vote:**

**Vice Chair Areson – Aye**

**Member Dundas – Aye**

**Member Weinstein – Aye**

**Member Rein – Aye**

**Chair Reed – Aye**

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

After the vote, Chair Reed noted that the time was 4:56 pm and the meeting would be in recess for five minutes to give the petitioners for petitioned articles time to prepare for their individual presentations.

At 5:05 pm, Chair Reed announced that the recess was over and reviewed the remainder of the agenda for this evening's meeting.

***(Video Timestamp: 3h 4m)***

Chair Reed then announced that she and the Members had heard enough information about the Climate Resiliency and Infrastructure Stabilization Fund and were ready to vote on the petitioned article.

**Chair Reed made a motion to recommend Article: Climate Resiliency and Infrastructure Stabilization Fund.**

**Member Weinstein seconded the motion.**

**Roll Call Vote:**

**Vice Chair Areson – Aye**

**Member Dundas – Aye**

**Member Weinstein – Aye**

**Member Rein – Aye**

**Chair Reed – Aye**

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

B. Presentation and Vote on Citizen Petitioned Articles

Presenter: Darrin Tangeman, Town Manager

**(Video Timestamp: 3h 9m)**

Chair Reed announced that Mr. O'Brien and Ms. Greenbaum had been invited by the Select Board to present their citizen petitioned articles.

Chair Reed then recognized Ms. Greenbaum who presented her citizen petitioned article to establish an article to establish the **Truro Senior Perks Pilot Program** which Ms. Greenbaum noted had been originally submitted last year by longtime Truro resident Joan Holt. Ms. Greenbaum thanked the Town staff with their assistance in the preparation of the petition.

Chair Reed, the Members, Town Manager Tangeman, DPW Director Cabral, and Finance Director Lessin commented and discussed the following highlighted topics: the financial impact of the program and loss of revenue; the need for a Financial Impact Assessment; budget allocation and priorities; constituent concerns around second home homeowners versus year-round homeowners; long-term sustainability; community impact and feedback; alternatives and mitigation strategies; potential loss of revenue of \$71,400 for the Transfer Station will have to be made up; the contract for waste disposal expires on December 31, 2024; and potential options to off-set the fees.

Chair Reed recognized Ms. Greenbaum who provided additional information regarding the concept of the proposed program: in order to qualify for the program, a vehicle must be registered in Truro; 50% of the residents of Truro are over 65 and the perk only applies to one individual in a household; intended to allow the Town to do the research and give the eligible seniors over 65 a year to participate in the program; after the year of the pilot program is completed, it would give the Town to examine the financial impact of the program and determine whether or not the program should be continued.

Chair Reed recognized Mr. Hickey who commented on this topic, the potential impact on the Transfer Station, and recent figures regarding beach sticker sales.

After Mr. Hickey spoke, Chair Reed noted that she would like to collect more data before voting on Ms. Greenbaum's petitioned article at the next Select Board meeting. There were no objections from the Members and Chair Reed announced that the Select Board would not vote on the Truro Senior Perks Pilot Program. Chair Reed also told Ms. Greenbaum that she would send her a list of questions and concerns so Ms. Greenbaum may prepare responses. After Ms. Greenbaum answers the questions and

concerns, the Select Board may then determine whether to recommend, or not, that the article move forward. Ms. Greenbaum thanked the Members and departed the meeting.

Chair Reed recognized Mr. O'Brien who presented his citizen petitioned article to establish **Article: New DPW Facility on Town Hall Hill – Engineering and Site Planning for Two Existing Conceptual Plans.**

Chair Reed, the Members, and Mr. O'Brien commented and discussed the following highlighted topics: the information that Mr. O'Brien used to determine his conclusion that a majority of the Truro residents with whom he spoke in social settings favored his petitioned article; a missed edit in the written explanation for the article (replace "firing" with "hiring"); a comparison of two plans for Town Hall Hill; shortcomings of previous studies from different groups regarding the site for a new DPW Facility; and current safety concerns for DPW employees.

Chair Reed recognized the following individuals who commented on this topic: Mr. Lucy, Mr. Panessiti, Mr. Hickey, and DPW Director Cabral.

Chair Reed announced that there would not be a vote on this petitioned article this evening and that questions and concerns would be sent to Mr. O'Brien so he could prepare for the next meeting prior to the Select Board's vote on this article.

**Chair Reed made a motion to recommend Article: New DPW Facility on Town Hall Hill – Engineering and Site Planning for Two Existing Conceptual Plans.**

**Member Weinstein seconded the motion.**

**Roll Call Vote:**

**Vice Chair Areson – Aye**

**Member Dundas – Aye**

**Member Weinstein – Aye**

**Member Rein – Aye**

**Chair Reed – Aye**

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

C. Discussion and Possible Vote on Proposed Charter Amendment Warrant Article

Presenters: Nancy Medoff, Charter Review Committee Chair, and Darrin Tangeman, Town Manager  
**(Video Timestamp: 4h 31m)**

Chair Reed recognized Vice Chair Areson who announced that she would recuse herself from the discussion. Vice Chair Areson then departed this portion of the meeting. Town Manager Tangeman noted that Town staff had left the meeting so Chair Reed announced that there would be no vote as Town staff input was required to make an informed decision. There were no objections.

Chair Reed provided a brief summary regarding this amendment and then recognized Charter Review Committee (CRC) Chair Medoff who provided additional background information and the recommended changes within the proposed amendment.

Town Manager Tangeman provided Town Planner/Land Use Counsel Carboni's position to protect Town staff from certain interactions with members of Town boards and committees which may result in unintended consequences.

Chair Reed, the Members and CRC Chair Medoff commented and discussed the following highlighted topics: a current Member's practice to request permission from Town Manager Tangeman prior to a conversation (no discussion regarding operational nature of what the Town staff supports or policy is permitted) with a member of Town staff so there are no misunderstandings; asking not tasking Town staff; and the lack of alternative solutions without changes to the Charter.

D. Vote on Warrant Article Preliminary Order  
Presenter: Darrin Tangeman, Town Manager  
**(Video Timestamp: 4h 53m)**

Chair Reed invited Vice Chair Areson back to the meeting and Vice Chair Areson returned to her seat. Chair Reed noted that Member Rein was no longer in attendance and that Chair Reed had one change to the preliminary order.

Chair Reed requested that the Acquisition of the Truro Motor Inn article be moved upwards and be the first article under the Financial Articles. There were no objections, and the Members then briefly reviewed the remainder of the Warrant Article Preliminary Order with several other changes as recommended by Vice Chair Areson and Member Weinstein.

**Chair Reed made a motion to approve the order Warrant Article Preliminary Order as recommended by Vice Chair Areson and Member Weinstein.**

**Vice Chair Weinstein seconded the motion.**

**Roll Call Vote:**

**Vice Chair Areson – Aye**

**Member Dundas – Aye**

**Member Weinstein – Aye**

**Member Rein – Absent**

**Chair Reed – Aye**

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

E. Select Board Reconsideration of Votes to Recommend Warrant Articles  
Presenter: Darrin Tangeman  
**(Video Timestamp: 5h 3m)**

This agenda was postponed until the next Select Board meeting due to Member Rein's departure from tonight's meeting.

F. Preliminary Discussion with Truro Business Owners with Retail Seasonal Alcohol Licenses Interested in An Annual Alcohol License Outside of the Current Quota Limit  
Presenters: Vishal Shukla, Fullers Package Store, and Scott Cloud, Truro General Store  
**(Video Timestamp: 5h 3m)**

Chair Reed announced that this item was not necessary to act upon.

#### **CONSENT AGENDA**

**(Video Timestamp: 5h 3m)**

A. Review/Approve and Authorize Signature:

1. Alcohol License Change of Manager Application: Captain's Choice-Kristi Wageman
2. Support Letter Housing Rehab Program for FY2024 for the Truro Regional Grant through EOHLC- Executive Office of Housing and Livable Communities

B. Review and Approve Appointment Renewals: None

C. Review and Approve 2024 Seasonal Business Licenses: None

D. Review and Approval of Seasonal Alcohol License for 2024: Beach Point Health and Swim Club, Blackfish Restaurant, Captain's Choice, Days' Market and Deli, Fuller's Package Store, Highland Links Golf Course, Truro General Store, Payomet Performing Arts Center, Top Mast Café

E. Review and Approval of the 2024 Alcohol Beverages Control Commission Seasonal Renewal Certification

Review and Approve Select Board Meeting Minutes: Select Board Meeting Minutes of January 9, 2024; February 2, 2024

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

**Member Weinstein seconded the motion.**

**Roll Call Vote:**

**Vice Chair Areson – Aye**

**Member Dundas – Aye**

**Member Weinstein – Aye**

**Member Rein – Absent**

**Chair Reed – Aye**

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

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

***(Video Timestamp: 5h 4m)***

Due to the length of tonight's meeting, Chair Reed and the Members agreed to postpone comments and reports until the next Select Board meeting.

#### **TOWN MANAGER REPORT**

***(Video Timestamp: 5h 4m)***

Town Manager Tangeman reminded the public of the public forum tomorrow, March 27, 2024, regarding the proposed DPW Facility and the public forum will be from 5:30 pm to 7:30 pm at the Community Center. Town Manager Tangeman announced that there were between 70 to 100 registrants who will attend. It will be a hybrid meeting and there will also be breakout rooms on Zoom and locally.

Town Manager Tangeman also announced that the first meeting for the DPW Facility Ad Hoc Building Committee will be held on Monday, April 1, 2024, at 4:30 pm.

On March 28, 2024, at 12:30 pm, Town Manager Tangeman and DPW Director Cabral will participate in a Facebook Live event regarding the proposed DPW Facility.

Town Manager Tangeman reviewed the agenda for the next Select Board meeting on April 9, 2024. He also said that an Executive Session will also be scheduled on that date to discuss the potential threat of litigation.

**Member Weinstein made a motion to adjourn at 7:08 pm.**  
**Member Dundas seconded the motion.**  
**By unanimous consent, the meeting was adjourned.**

Respectfully submitted,



Alexander O. Powers  
Board/Committee/Commission Support Staff

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Kristen Reed, Chair

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Susan Areson, Vice Chair

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John Dundas, Clerk

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Stephanie Rein, Member

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Robert Weinstein, Member

**Public Records Material Attachments**

Legal Notice

CPC Warrant Articles are included in the draft Warrant found at the end of the packet.

Exemption and Deferral Information Slideshow

Whole Government Approach Draft Resolution Article

Highlighted Text of the Southeast Regional Green Communities' Coordinator Email to the Energy Committee

Relevant Section for the 2023 Local Comprehensive Plan (pages 58-59)

Warrant Articles (incl. Zoning Bylaw Articles) are included in the draft Warrant found at the end of the packet.

Warrant Articles (Citizen Petitioned) are included in the draft Warrant found at the end of the packet.

Order of Articles List

Warrant Articles (for Clerk John Dundas to cast his votes) are included in the draft Warrant found at the end of the packet.

ABCC Change of Manager Application

Draft Support Letter

Chief of Police Review of Seasonal Licenses

ABCC Seasonal License Holder's Applications

Seasonal Alcohol Beverages Control Commission Renewal Certification 2024