

TOWN OF FALMOUTH
SELECT BOARD
TOWN HALL
59 TOWN HALL SQUARE, FALMOUTH, MA 02540
REVISED AGENDA
MONDAY, AUGUST 9, 2021 – 7:00 P.M.

In accordance with the Governor's Order Suspending Certain Provisions of the Open Meeting Law, G. L. c. 30A, § 20, relating to the 2020 novel Coronavirus outbreak emergency, the August 9, 2021 public meeting of the Falmouth Select Board shall be physically closed to the public to avoid group congregation.

Alternative public access to this meeting shall be provided in the following manner:

1. *The meeting will be televised via Falmouth Community Television.*
2. *Real-time public comment can be addressed to the Select Board utilizing the Zoom virtual meeting software for remote access. This application will allow users to view the meeting and send a comment or question to the Chair via the Chat function. Submitted text comments will be read into the record at the appropriate points in the meeting.*
 - a. *Zoom Login instructions:*
 - i. *Instructions and the meeting link for this specific meeting can be found at the following web address: <http://www.falmouthma.gov/BOS>.*
 - ii. *Please plan on 10-15 minutes of preparation time to log in though it may be less if you have previously used Zoom on the device you will use to access this meeting.*
3. *Additionally public comments may be sent in advance of the meeting to selectboard@falmouthma.gov at least 5 hours prior to the beginning of the meeting. Documents and audio or video files may also be submitted via email. Submitted email comments and documents will be made a part of the meeting record and may be read into the record, summarized or displayed during the meeting at the discretion of the chair.*
4. *Applicants, their representatives and individuals with enforcement matters before the Board may appear remotely and are not required to be physically present. Applicants, their representatives and individuals with enforcement matters before the Board may contact the Town Manager/Select Board's Office to arrange an alternative means of real time participation if unable to use the Zoom virtual meeting software. Documentary exhibits and/or visual presentations should be submitted in advance of the meeting to the Town Manager's Office at townmanager@falmouthma.gov so they may be displayed for remote public access viewing.*

AGENDA

7:00 p.m. OPEN SESSION

1. Call to Order
2. Pledge of Allegiance
3. Recognition
4. Announcements
5. Public Comment

7:15 p.m. SUMMARY OF ACTIONS

1. Administrative Orders
 - a. Approve Eversource petition to install one (1), 3" conduit and one (1) Handhole #56/H4A on Cataumet Street. This work is to be done to provide electric service for customer at 31 Cataumet Street.
 - b. Vote to award lease of 300 Dillingham Ave. to Joe Q Veterans Coffee Break, Inc.
 - c. Approve request to refinance affordable home mortgage, 150 Cloverfield Way, East Falmouth
 - d. Vote to expend \$500.00 from the Beach Department Donation Account for the Dr. David Garber "Dare to be Great" award given to a lifeguard during the annual banquet
 - e. Vote to accept donation from New England Endurance Events in the amount of \$1,900.00 to the Beach Department Donation Account
 - f. Vote to approve Conservation Department application for Mass Wildlife Habitat Management Grant for continued invasive plant management and prescribed burn in the Coonamessett fields area

- g. Authorize letter of support for proposed expansion of existing Bourne landfill
- h. Vote to accept donation from Falmouth Road Race Inc. in the amount of \$3,750.00 to the Beach Department Donation Account
- i. Vote to expend \$3,750.00 from the Beach Department Donation Account to fund the Beach Department's annual Staff Awards Banquet on Tuesday, August 17

2. Special Events

New – Recommended:

- a. Beach Wedding Ceremony – Hazelton/Bird – Menauhant Beach, Saturday, 8/21/21
- b. Beach Wedding Ceremony – Ciortescu – Old Silver Beach – Saturday, 8/28/21
- c. Beach Wedding Ceremony – Girouard – Old Silver Beach – Sunday, 10/10/21

7:30 p.m. PUBLIC HEARINGS

- 1. Vote to Adopt Stormwater Management Rules and Regulations **(15 minutes)**

7:45 p.m. BUSINESS

- 1. Discussion/update on COVID-19 issues **(10 minutes)**

7:55 p.m.

- 2. Interview, vote and appoint committee members **(5 minutes each)**
 - a. Affirmative Action Committee – Terry Alves-Hunter, Dale Kapp
 - b. Cape Light Compact – Matthew Patrick
 - c. Cultural Council – Alice Kociemba
 - d. EDIC – Kevin M. Holmes
 - e. Falmouth Housing Authority Tenant Board Committee – Kathleen Haynes, Marianne D. Keevins, Julia Benz, Deborah Cotton, Marie Vautour, Stephen MacDonald
 - f. Water Quality Management Committee – Jordan Mora

8:55 p.m.

- 3. Discuss/vote name change and review/discuss the mission of Transportation Management Committee **(15 minutes)**

9:10 p.m.

- 4. Discuss/vote to designate Select Board member to serve on the Community Fiber Working Group **(5 minutes)**

9:15 p.m.

- 5. Discuss draft Select Board agenda for August 26 public meeting on proposed Joint Base Cape Cod machine gun range **(15 minutes)**

9:30 p.m.

- 6. Review of Select Board liaison assignments **(10 minutes)**

9:40 p.m.

- 7. Review and Vote to Approve Minutes of Meetings **(5 minutes)**
 - a. Public Session – May 24, 2021
 - b. Executive Session – July 12, 2021

9:45 p.m.

- 8. Individual Select Board Members' Reports
- 9. Town Manager's Report

Douglas C. Brown, Chair
Select Board

OPEN SESSION

SUMMARY OF ACTIONS

1. ADMINISTRATIVE ORDERS

- a. Approve Eversource petition to install one (1), 3" conduit and one (1) Handhole #56/H4A on Cataumet Street. This work is to be done to provide electric service for customer at 31 Cataumet Street.



Town of Falmouth

Department of Public Works - Engineering Division

416 Gifford Street, Falmouth, MA 02540
Office: 508-457-2543, Fax: 508-548-1537

Nicholas Croft, Engineering Technician

nicholas.croft@falmouthma.gov

Date: August 5, 2021

To: Board of Selectmen

From: Nicholas Croft, Hearing Officer

Subject: **Eversource – Petition to install $\pm 30'$ of Conduit and 1 handole on Cataumet Street**

A petition was submitted by Eversource to install $\pm 30'$ of underground conduit and 1 handhole for a customer at 31 Cataumet Street.

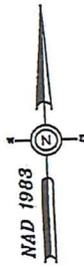
The Engineering recommendation is to approve the request as submitted on Plan No. 4639110, W/O #4369110, dated April 06, 2021.

Eversource Reminder: All Street Openings require a permit obtained from the Engineering Office.

Thank you,

Nicholas Croft
Engineering Technician
DPW Engineering Division

Plan to accompany petition of EVERSOURCE ENERGY to install 30'± of conduit and handhole(56/H4A) for customer at 31 CATAUMET STREET.



PARCEL ID: 46A 04 000 013
30 CATAUMET ST
N/F
ARNSTEIN KEVIN M
ARNSTEIN PATRICIA A

PARCEL ID: 46A 04 000 015
317 GREAT BAY ST
N/F
CRAIG TRUSTEE NANCY M
HERN TRUSTEE MARGARET F

GREAT BAY ST

● 56/3

56/H4A ⊕ ● 56/4

1-3" SCHD 80 PVC CONDUIT
TL = 30'±

CATAUMET ST

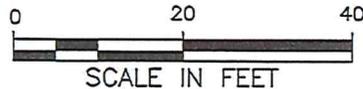
LEGEND

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

PARCEL ID: 46A 03 000 055
27 CATAUMET ST
N/F
RICHARDSON WINTHROP

56/H4B ⊕

PARCEL ID: 46A 03 000 058A
31 CATAUMET ST
N/F
PAKA PROPERTIES LLC



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MASS. LAW

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

Plan# 4639110
Ward #
Work Order # 4639110
Surveyed by: N/A
Research by: JC/SC
Plotted by: TL
Proposed Structures: TL
Approved: T THIBAUT
P#



1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125

Plan of CATAUMET STREET, FALMOUTH

Showing PROPOSED CONDUIT LOCATION

Scale 1"=20' Date APRIL 06, 2021

SHEET 1 of 1



TOWN OF FALMOUTH

Office of the Town Manager & Select Board

59 Town Hall Square, Falmouth, Massachusetts 02540

Telephone (508) 495-7320

Fax (508) 457-2573

PUBLIC HEARING NOTICE

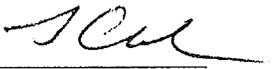
You are hereby notified that a hearing will be held at Falmouth Town Hall in the Small Conference Room at 2:00 p.m. on Thursday, August 5, 2021, upon the petition of NSTAR Electric Company d/b/a Eversource Energy to **install One (1) 3" Conduit and One (1) Handhole #56/H4A on Cataumet Street, Falmouth, West of Great Bay Street**

Per Order of the Falmouth Board of Selectmen

Publication Date: Friday, July 23, 2021 Falmouth Enterprise

31 CATAUMET ST

CERTIFIED



Bruce Cabral
Assistant Assessor
Town of Falmouth, MA
July 14, 2021

30 CATAUMET ST 46A 04 000 013
ARNSTEIN KEVIN M LUC: 101
ARNSTEIN PATRICIA A
30 CATAUMET ST
TEATICKET, MA 02536

317 GREAT BAY ST 46A 04 000 015
CRAIG TRUSTEE NANCY M LUC: 101
HERN TRUSTEE MARGARET F
7 BRIGHTON RD
W HARTFORD, CT 06117

0 GREAT BAY ST 46A 15 000 000B
FALMOUTH TOWN OF LUC: 980
59 TOWN HALL SQ
FALMOUTH, MA 02540-2761

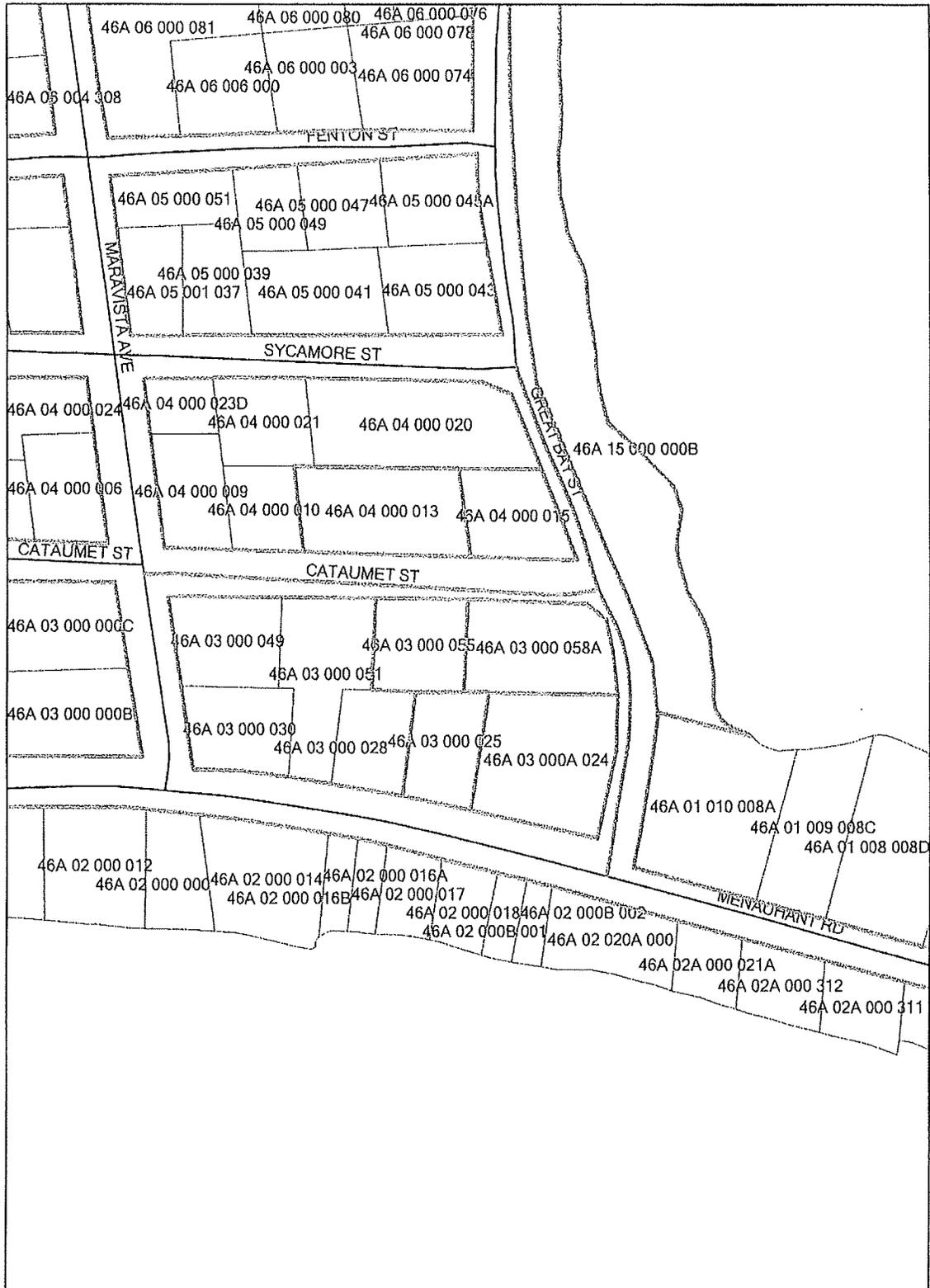
84 MENAUAHANT RD 46A 03 000 025
HONAN DANIEL J LUC: 101
HONAN THOMAS P
12 PICO AVE
WINTHROP, MA 02152-2020

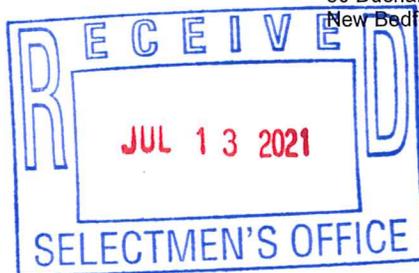
31 CATAUMET ST 46A 03 000 058A
PAKA PROPERTIES LLC LUC: 101
31 CATAUMET ST
TEATICKET, MA 02536

88 MENAUAHANT RD 46A 03 000A 024
REGAN JOHN J LUC: 104
REGAN CECILIA F
64 HAWTHORN RD
BRAintree, MA 02184-1403

27 CATAUMET ST 46A 03 000 055
RICHARDSON WINTHROP LUC: 101
101 SHADY BROOK RD
C/O KENDRA WILLIAMS
NEW HARTFORD, CT 06057

31 CATAUMET ST





July 12, 2021

Town of Falmouth
59 Town Hall Square
Falmouth, MA 02540

Dear Nicholas Croft,

Enclosed is a petition to install approximately 30 feet of conduit and (1) handhole in Cataumet Street, Falmouth.

This proposed location is required to provide electrical service to the customer at 31 Cataumet Street.

This petition will require a notice to abutters and a hearing.

Will you please present this petition before the Board for customary action and approval?

If you have any questions please call me at 508-790-9022 or email Jessica.elder@eversource.com .

Warm Regards,

Jessica Elder
Right of Way Agent
NSTAR Electric
d/b/a EVERSOURCE ENERGY

**PETITION FOR
UNDERGROUND CABLE AND CONDUIT LOCATIONS
WO#4639110**

**Barnstable, Massachusetts
To the Select Board of Falmouth, Massachusetts.**

June 9, 2021

NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY

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

Cataumet Street, Falmouth

To install one (1) handhole and approximately 30' (feet) of conduit and cable under town 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 in accordance with the plan files herewith marked Plan No. 4639110 Dated April 6, 2021 .

**NSTAR ELECTRIC COMPANY
d/b/a EVERSOURCE ENERGY**

By *Jessica Elder*

**Right of Way Agent
Jessica S. Elder**

FORM OF ORDER FOR
UNDERGROUND CABLE AND CONDUIT LOCATIONS
WO#4639110

SELECT BOARD FOR THE TOWN OF FALMOUTH, 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 be and it is hereby granted a location for and permission to install and maintain underground cables, conduits and manholes, together with such sustaining and 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 Company dated the 6th day of April, 2021.

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.4639110 Dated April 6, 2021 filed with said petition. The following are the public ways or parts of ways under, along and across which the cables above referred to may be installed under this order.

Cataumet Street, Falmouth, West of Great Bay Street

One (1) 3" Conduit
One (1) Handhole #56/H4A

To install one (1) handhole and 30' of conduit and cable in public ROW on side of road
This work is to be done to provide electric service for customer at 31 Cataumet Street.

I hereby certify that the foregoing order was adopted at a meeting of the Select Board of the Town of Falmouth, Massachusetts held on the 9th day of August 2021.


Town Clerk.

_____, Massachusetts _____ 2021.

Received and entered in the records of location orders of the Town of Falmouth
Book _____ Page _____.

Attest:

Town Clerk

We hereby certify that on August 5 2021, at 2:00 o'clock,
P. M. at Falmouth Town Hall 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 Company is permitted to install underground cables, conduits, manholes and fixtures under said order. And that thereupon said order was duly adopted.

Select Board for the Town of
Falmouth, 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 Falmouth, Massachusetts, on the _____ day of _____ 2021, and recorded with the records of location orders of said Town, Book _____, Page _____.

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

Attest:

Town Clerk.

1. ADMINISTRATIVE ORDERS

- b. Vote to award lease of 300 Dillingham Ave. to Joe Q Veterans Coffee Break, Inc.

RFP AWARD RECOMMENDATION MEMORANDUM

To: Julian Suso, Town Manager

From: Veterans Service Center RFP Evaluation Committee 
Peter Johnson-Staub – Assistant Town Manager
Melanie Bush - Assistant to the Treasurer and Finance Director
Donald Lincoln – Veterans Agent

Date: July 22, 2021

Re: Request for Proposals – Lease of 300 Dillingham Avenue for Veterans Service Center

On June 11, 2021 the Town of Falmouth solicited a Request for Proposals (RFP) for the lease of 300 Dillingham Avenue for a Veterans Service Center. The Town received one response to the RFP from Joe Q Veteran Coffee Break. The proposal was reviewed by the Evaluation Committee: Peter Johnson-Staub, Assistant Town Manager, Don Lincoln, Director of Veterans Services, and Melanie Bush, Assistant to the Finance Director.

The proposal met the minimum requirements for submission and was further evaluated based on Service Delivery Experience, Knowledge of Veteran Community, Service Plan, Financials, and Price (Rent). The proposal includes a service plan that was found to be advantageous, while responses to the above remaining categories were found to be highly advantageous.

Recommendation

Based on the above findings, the Evaluation Committee recommends that the Town award a five-year lease for 300 Dillingham Avenue to Joe Q Veteran Coffee Break, with the option to extend the lease for four additional five-year terms, for a total of up to twenty-five years, at the Town's sole discretion.

LEASE

This is a lease agreement by and between the Town of Falmouth, a municipal corporation in Barnstable County, Massachusetts with an address of 59 Town Hall Square, Falmouth, Massachusetts 02540 (the Landlord) and Joe Q Veteran Coffee Break, with an address of PO Box 1423, North Falmouth, MA 02556 (the Tenant). Hereinafter follows the terms and conditions of the lease.

1. Authority:

This lease is authorized under Massachusetts General Laws, Chapter 30B, Section 16.

2. Granted Premises

Landlord hereby leases to Tenant the building known and numbered 300 Dillingham Avenue, Falmouth, MA 02540 (hereinafter referred to as the "Premises"), the parking lot and the landscaped grounds surrounding said building as depicted in Exhibit A. The Landlord represents that it has good title to the premises and this representation is a condition of the Lease. Provided Tenant is not in default, Tenant shall have peaceable and quiet enjoyment and possession of the Premises during the term hereof. The Landlord shall retain the right to use the parking lot for any municipal purpose provided such use does not unreasonably interfere with the Tenant's use of the same. The Landlord retains exclusive use and occupancy of the storage room at the south end of the building for the storage of election equipment.

The Premises are used by the Landlord as a polling location for elections. The Landlord shall have exclusive use, control and occupancy of the Premises for one business day before any election, on election day, and for one business day thereafter. During this time, no representative or person associated with the Tenant shall enter the Premises, except to vote.

3. Term

The lease term shall commence on August 16, 2021. The term of this Lease shall be for five (5) years following the Commencement Date and may be renewed by mutual agreement for up to four (4) additional 5-year terms.

4. Condition of the Premises

Landlord shall deliver to Tenant the Premises in as is condition. Tenant acknowledges that Landlord has made no representations as to the condition of the Premises. Landlord shall be responsible for replacement of, or major repairs to, electric service, heating system, water service and sewer system connection. Tenant shall keep the Premises in good order and repair, including replacement of broken glass. In addition Tenant shall be responsible for any damages caused by the Tenant, its guests, invitees or trespassers to

the Premises during the term of this lease, except when used by the Landlord as a polling place.

5. Use of Premises

- a. It is understood that Tenant intends to use the Premises for any purpose associated with a veteran's organization.
- b. It being the intention of the parties to this Lease that it be a fully and completely "net" lease, Tenant further agrees to conform to the following provisions during the entire term of this Lease:
 - i. Tenant shall be responsible for all maintenance and upkeep including routine maintenance of electric service, heating, water service and sewer system connection, and shall not allow any trash or rubbish to accumulate on the Premises during the Lease Term. Further Tenant shall be responsible for repairs of all Tenant caused damage to the Premises during the Lease Term, including any damage caused by the Tenant's employees, agents, contracts, guests and invitees.
 - ii. Tenant shall maintain the perimeter of the Premises that abuts the adjacent properties in neat and orderly condition, including controlling weed growth by cultivation, and mowing within ten (10) feet of the adjacent properties.
 - iii. Tenant shall be responsible for snow removal except on the day of an election in which case Landlord shall be responsible for snow removal.

6. Tenant's Improvements

Tenant may make, at its expense, interior and exterior structural and non-structural alterations, additions or improvements to the Premises, with the written consent of the Landlord, which consent shall not be unreasonably withheld. The Tenant shall be solely responsible for acquiring any and all necessary permits or orders of condition required for such improvements. Tenant shall repair any damage to the Premises occasioned by such improvements to the satisfaction of the Landlord. Tenant shall promptly pay all contractors hired by Tenant to furnish any labor materials. Should any lien be made or filed, Tenant shall bond against or discharge same within (10) days after written request by Landlord. The tenant shall not be entitled to any reimbursement from the Landlord for costs of any improvements, additions or modifications undertaken to support its operations unless agreed to in writing prior to the undertaking of such improvements, additions and modifications. The Tenant may remove any additions or improvements made by the Tenant at the end of the lease. If the Tenant elects not to remove any such additions or improvements, The Landlord may acquire same on payment of \$1.00 to the Tenant.

7. Utility Charges

Tenant shall be solely responsible for and promptly pay all charges for heat, water, gas, electricity, telephone, cable television, internet any other utility used or consumed in the Premises.

8. Assignment Subletting

Tenant shall not have the right to assign or sublet the premises without the consent of the Landlord.

9. Governmental Regulations

Tenant shall, at Tenant's sole cost and expense, comply with all of the requirements of all county, municipal, state, federal and other applicable governmental authorities, now in force, or which may hereafter be in force, pertaining to its use of said Premises. Tenant acknowledges that Landlord has made no representations as to the suitability of the Premises for the licensing of any activity.

10. Access to Landlord

Landlord or Landlord's agent shall have the right to enter the Premises at reasonable times to examine same, and to make such repairs as Landlord may deem necessary or desirable, provided such entry or repairs shall not unreasonably interfere with Tenant's occupancy of or business in the Premises.

11. Rent

The Tenant shall pay rent in the amount of \$4,000 per year payable on the Commencement Date and on the Anniversary of said date each year thereafter.

12. Insurance

Tenant agrees to maintain during the term hereof and until all of Tenant's responsibilities have been satisfied hereunder a policy of general liability insurance on an occurrence basis under which the Landlord is named as an additional insured. Such policy shall not be cancelled, non-renewed or modified without at least thirty (30) days prior written notice to Landlord. The minimum limits of liability of such insurance shall be not less than One Million Dollars (\$1,000,000.00), combined single limit, for personal injury and death, and for property damage arising out of any one incident or disaster. The Tenant shall provide the Landlord and said Landlord's designees with a new Certificate of Insurance, showing the Landlord as additional insured, 30 days prior to the expiration of the then current insurance policy or policies in force.

Upon the execution of this Lease, a binder of such insurance or, upon written request of Landlord, a duplicate original of the policy, shall be delivered by Tenant to Landlord. In addition, evidence of the payment of all premiums of such policies will be delivered to Landlord. All commercial general liability, property damage liability, and casualty policies

maintained by Tenant will be written as primary policies, not contributing with and not in excess of coverage that Landlord may carry. If Tenant fails to maintain such insurance, which failure continues for ten (10) days after Landlord gives notice to Tenant of such failure, then Landlord, at its election, may procure such insurance as may be necessary to comply with the above requirements (but shall not be obligated to procure same), and Tenant shall repay to Landlord as Additional Rent the cost of such insurance plus an insurance failure fee of twenty-five percent (25%) of any such cost.

13. Fire and Casualty

In case during the term hereof the Premises or any facility thereon shall be partially or substantially damaged by fire or other casualty, neither Tenant nor Landlord shall have the obligation to restore the damaged facilities. If, however, Tenant elects not to restore, it shall so notify Landlord in writing within one hundred eighty days (180) of the damage, and raze the damaged improvements and remove all debris at its expense within ninety (90) days of giving notice not to restore.

14. Indemnification

The Tenant hereby indemnifies, and shall protect, defend and hold the Landlord harmless from and against all liabilities, losses, claims, demands, costs, expenses, and judgments of any nature arising, or alleged to arise, from or in connection with the following: (a) any injury to, or the death of any person or loss or damage to property on or about the Premises or any adjoining property arising from or connected with the Tenant's use of the Premise during the term or (b) performance of any labor or services or the furnishing of any materials or other property in respect of the Premise or any part thereof by or at the request of Tenant. The Tenant will resist and defend any action, suit or proceeding brought against the Landlord by reason of any such occurrence by counsel designated by the Tenant and approved by Landlord.

15. Default of Tenant

Tenant shall be held in default of any term or provision of this Lease if:

- (a) it violates any term or condition contained herein; or
- (b) it fails to maintain its status as a 501 (c) 3 in Good Standing.

In the event of such default, Landlord may declare the term of Lease terminated, enter into possession of said Premises and sue for and recover all rents as they come due, or Landlord may sue and recover without entering into possession of said Premises, Landlord, further, shall have all rights granted to it under the laws of the state in which the Premises are located including reimbursement for reasonable attorney's fees.

The Tenant shall have a thirty (30) day period in which to cure any default which period shall commence upon written notice from the Landlord to the Tenant identifying the default;

provided, however, that any default relating to the Tenant's obligations to provide insurance or discharge liens on the property shall be cured immediately upon the happening of the event of default without any written notice from the Landlord to the Tenant.

16. Signs

Tenant shall have the right to erect signs on any portion of the leased Premises provided that such signs fully comply with Chapter 180 of the Code of Falmouth.

17. Notices

All notices required to be sent under the provisions of this Lease to Landlord and Tenant by one another shall be in writing and sent by U.S. mail to the addresses set forth on the first page of this lease or an officer of the Tenant, and sent via email to the addresses below:

For the Landlord:
townmanager@falmouthma.gov

For the Tenant:

18. Emergency

Landlord may, if an emergency shall exist, perform any obligation of Tenant hereunder for the account of Tenant after first notifying the Tenant of the same by telephone or written notice of such emergency. In such event, Landlord shall request Tenant to reimburse Landlord for any expenditure made by Landlord. If Tenant fails to reimburse Landlord within thirty (30) days after Landlord's request therefore, Landlord may treat such failure to reimburse as a default hereunder.

19. Successors and Assigns

This Lease shall be binding upon and shall inure into the benefit of the parties hereto and their respective legal representatives, heirs, successors and assigns.

20. Tenant Cancellation

In the event that the Tenant shall cancel this lease for any reason permitted hereunder, then the Landlord shall benefit from all repairs, improvements and enhancements, made by the Tenant up to the time of the notice of cancellation. The Landlord shall be under no obligation to refund or repay any portion of money paid by the Tenant for any such repair, improvement or enhancement made prior to notice of the cancellation.

This paragraph 20 is meant to pertain only to cancellations permitted under this lease for the failure to meet stated contingencies and shall not be interpreted in any way as affecting the Landlord's rights in the event of a default by the Tenant.

21. Authority to Sign and Commit

The Tenant hereby agrees and warrants that it has complied with its Articles of Organization and By-laws in entering into this lease agreement. Further, that those signing the lease agreement have the power and authority to sign this lease. A copy of the Tenant's Certificate of Good Standing and accompanying clerk's certificate are attached hereto as Exhibit and C respectively.

IN WITNESS WHEREOF Landlord, and Tenant, have signed and sealed this lease this day of 2020.

Landlord by the:
TOWN MANAGER
THE TOWN OF FALMOUTH

Date

Julian Suso, Town Manager

Tenant by its Vice President:

Date

Carissa April

Approved as to form:

Frank K. Duffy, Town Counsel

Exhibit A – Map of Premises

Exhibit B – Tenant’s Certificate of Good Standing

Exhibit C – Clerk’s Certificate

Exhibit D – Disclosure Statement (M.G.L. c. 7C, s. 38)

Exhibit D – Disclosure Statement (M.G.L. c. 7C, s. 38)

INSTRUCTION SHEET

NOTE: The Division of Capital Asset Management and Maintenance (DCAMM) shall have no responsibility for insuring that the Disclosure Statement has been properly completed as required by law. Acceptance by DCAMM of a Disclosure Statement for filing does not constitute DCAMM's approval of this Disclosure Statement or the information contained therein. Please carefully read M.G.L. c. 7C, s. 38 which is reprinted in Section 8 of this Disclosure Statement.

Section (1): Identify the real property, including its street address, and city or town. If there is no street address then identify the property in some other manner such as the nearest cross street and its tax assessors' parcel number.

Section (2): Identify the type of transaction to which this Disclosure Statement pertains --such as a sale, purchase, lease, etc.

Section (3): Insert the exact legal name of the Public Agency participating in this Transaction with the Disclosing Party. The Public Agency may be a Department of the Commonwealth of Massachusetts, or some other public entity. Please do not abbreviate.

Section (4): Insert the exact legal name of the Disclosing Party. Indicate whether the Disclosing Party is an individual, tenants in common, tenants by the entirety, corporation, general partnership, limited partnership, LLC, or other entity. If the Disclosing Party is the trustees of a trust then identify the trustees by name, indicate that they are trustees, and add the name of the trust.

Section (5): Indicate the role of the Disclosing Party in the transaction by checking one of the blanks. If the Disclosing Party's role in the transaction is not covered by one of the listed roles then describe the role in words.

Section (6): List the names and addresses of every legal entity and every natural person that has or will have a direct or indirect beneficial interest in the real property. The only exceptions are those stated in the first paragraph of the statute that is reprinted in Section 8 of this Disclosure Statement. If the Disclosing Party is another public entity such as a city or town, insert "inhabitants of the (name of public entity)." If the Disclosing Party is a non-profit with no individual persons having any beneficial interest then indicate the purpose or type of the non-profit entity. If additional space is needed, please attach a separate sheet and incorporate it by reference into Section 6.

Section (7): Check "NONE" in the box if none of the persons mentioned in Section 6 is employed by DCAMM or an official elected to public office in the Commonwealth of Massachusetts. Otherwise list any parties disclosed in Section 6 that are employees of DCAMM or an official elected to public office.

Section (8): The individual signing this statement on behalf of the Disclosing Party acknowledges that he/she has read the included provisions of Chapter 7C, Section 38 (formerly Chapter 7, Section 40J) of the General Laws of Massachusetts.

Section (9): Make sure that this Disclosure Statement is signed by all required parties. If the Disclosing Party is a corporation, please make sure that this Disclosure Statement is signed by a duly authorized officer of the corporation as required by the statute reprinted in Section 8 of this Disclosure Statement.

DCAMM's acceptance of a statement for filing does not signify any opinion by DCAMM that the statement complies with applicable law.

This completed and signed Disclosure Statement should be mailed or otherwise delivered to:

Deputy Commissioner for Real Estate
Division of Capital Asset Management and Maintenance
One Ashburton Place, 15th Floor, Boston, MA 02108

The undersigned party to a real property transaction with a public agency hereby discloses and certifies, under pains and penalties of perjury, the following information as required by law:

- (1) REAL PROPERTY: Building and grounds at 300 Dillingham Ave
- (2) TYPE OF TRANSACTION, AGEEMENT, or DOCUMENT: Lease
- (3) PUBLIC AGENCY PARTICIPATING in TRANSACTION: Town of Falmouth
- (4) DISCLOSING PARTY'S NAME AND TYPE OF ENTITY: _____
- (5) ROLE OF DISCLOSING PARTY (Check appropriate role):

Lessor/Landlord Lessee/Tenant
 Seller/Grantor Buyer/Grantee
 Other (Please describe): _____

- (6) The names and addresses of all persons and individuals who have or will have a direct or indirect beneficial interest in the real property excluding only 1) a stockholder of a corporation the stock of which is listed for sale to the general public with the securities and exchange commission, if such stockholder holds less than ten per cent of the outstanding stock entitled to vote at the annual meeting of such corporation or 2) an owner of a time share that has an interest in a leasehold condominium meeting all of the conditions specified in M.G.L. c. 7C, s. 38, are hereby disclosed as follows (attach additional pages if necessary):

<u>NAME</u>	<u>RESIDENCE</u>
_____	_____
_____	_____

- (7) None of the above- named persons is an employee of the Division of Capital Asset Management and Maintenance or an official elected to public office in the Commonwealth of Massachusetts, except as listed below (Check "NONE" if NONE):

NONE

<u>NAME:</u>	<u>POSITION:</u>
_____	_____
_____	_____
_____	_____

- (8) The individual signing this statement on behalf of the above-named party acknowledges that he/she has read the following provisions of Chapter 7C, Section 38 (formerly Chapter 7, Section 40J) of the General Laws of Massachusetts:

No agreement to rent or to sell real property to or to rent or purchase real property from a public agency, and no renewal or extension of such agreement, shall be valid and no payment shall be made to the lessor or seller of such property unless a statement, signed, under the penalties of perjury, has been filed by the lessor, lessee, seller or purchaser, and in the case of a corporation by a duly authorized officer thereof giving the true names and addresses of all persons who have or will have a direct or indirect beneficial interest in said property with the commissioner of capital asset management and maintenance. The provisions of this section shall not apply to any stockholder of a corporation the stock of which is listed for sale to the general public with the securities and exchange commission, if such stockholder holds less than ten per cent of the outstanding stock entitled to vote at the annual meeting of such corporation. In the case of an agreement to rent property from a public agency where the lessee's interest is held by the organization of unit owners of a leasehold condominium created under chapter one hundred and eighty-three A, and time-shares are created in the leasehold condominium under chapter one hundred and eighty-three B, the provisions of this section shall not apply to an owner of a time-share in the leasehold condominium who (i) acquires the time-share on or after a bona fide arms length transfer of such time-share made after the rental agreement with the public agency is executed and (ii) who holds less than three percent of the votes entitled to vote at the annual meeting of such organization of unit owners. A disclosure statement shall also be made in writing, under penalty of perjury, during the term of a rental agreement in case of any change of interest in such property, as provided for above, within thirty days of such change.

Any official elected to public office in the commonwealth, or any employee of the division of capital asset management and maintenance disclosing beneficial interest in real property pursuant to this section, shall identify his position as part of the disclosure statement. The commissioner shall notify the state ethics commission of such names, and shall make copies of any and all disclosure statements received available to the state ethics commission upon request.

The commissioner shall keep a copy of each disclosure statement received available for public inspection during regular business hours.

- (9) This Disclosure Statement is hereby signed under penalties of perjury.

_____(LESSEE)

PRINT NAME OF DISCLOSING PARTY (from Section 4, above)

AUTHORIZED SIGNATURE of DISCLOSING PARTY
DATE:

PRINT NAME & TITLE of AUTHORIZED SIGNER

1. ADMINISTRATIVE ORDERS

- c. Approve request to refinance affordable home mortgage, 150 Cloverfield Way, East Falmouth



TOWN OF FALMOUTH

Office of the Town Manager & Select Board

59 Town Hall Square, Falmouth, Massachusetts 02540

Telephone (508) 495-7320

Fax (508) 457-2573

August 10, 2021

Gregory S. Geggatt
150 Cloverfield Way
Falmouth, MA 02536

Dear Mr. Geggatt:

At their meeting of August 9, 2021, the Falmouth Select Board voted to approve your request to refinance your home at 150 Cloverfield Way, East Falmouth, MA, 02536.

The vote of approval stipulated that the loan be at a fixed rate and the principal loan amount should not exceed \$182,770.

This consent is valid subject to obtaining the prior written approval of the Department of Housing and Community Development. By copy of this letter to that Agency, we are confirming that the Town of Falmouth has approved your request.

Sincerely,

Julian M. Suso
Town Manager

cc: Bertha Borin, DHCD, bertha.borin@state.ma.us

2. ADMINISTRATIVE ORDERS

- d. Vote to expend \$500.00 from the Beach Department Donation Account for the Dr. David Garber "Dare to be Great" award given to a lifeguard during the annual banquet

Diane Davidson

From: Maggie Clayton
Sent: Monday, August 2, 2021 12:46 PM
To: Diane Davidson
Cc: Peter Johnson-Staub; Bruce Mogardo
Subject: Agenda Item for Select Board Meeting 8/9

Hi, Diane:

This is a written request to the Select Board for permission to withdraw \$500 from Beach Donations Account (28-632-5655-4830) for the Dr. David Garber "Dare to be Great" Award given to a lifeguard during our annual banquet. The funds for this award from David's Old Silver Swim, Inc. c/o Robert Catalano were approved for deposit by the Board on 7/12/2021.

The Beach Department Senior Staff will be voting on the recipient of the award for 2021 this week, and I will share the name and mini-bio in advance of the packet preparation on Thursday.

Thank you in advance for your consideration,

Maggie Clayton
Assistant Beach Superintendent
Town of Falmouth
(774)392-6900

2. ADMINISTRATIVE ORDERS

- e. Vote to accept donation from New England Endurance Events in the amount of \$1,900.00 to the Beach Department Donation Account



TOWN OF FALMOUTH

Schedule of Departmental Payments to the Treasurer

Department: Beaches

Date: 8/2/21

FROM	ACCOUNT #	AMOUNT
New England Endurance Events	28-632-5655-4830	\$ 1,900.00
TOTAL		\$ 1,900.00

To the Accounting Officer:

The above is a detailed list of monies collected by me, amounting in the aggregate to One Thousand Nine Hundred Dollars and Zero Cents, which I have paid to the Treasurer whose receipt I hold thereof.



To the Department Officer making the payment:

Received from the Beaches Department in the amount of One Thousand Nine Hundred Dollars and Zero Cents, for the period ending 8/2/21 which I have paid to the Treasurer whose receipt I hold thereof.

Town Treasurer



NEW ENGLAND ENDURANCE EVENTS

39 ELDRIDGE ROAD
BREWSTER, MA 02631

BANK OF AMERICA
5-13/110

1958

DATE Jul 23, 2021

PAY TO THE ORDER OF

Town of Falmouth Beach Donation Account

\$ 1,900.00

DOLLARS

One thousand nine hundred and 00/100

Town of Falmouth Beach Donation Account, Attention: Beach Dept
59 Town Hall Square
FALMOUTH MA 02540



AUTHORIZED SIGNATURE



MEMO

||

NEW ENGLAND ENDURANCE EVENTS

Town of Falmouth Beach Donation Account

1958

Jul 23, 2021

Reference Item

Amount

2021 Falmouth Sprint Tri

1,900.00

TOTAL (includes tax of (0.00)) 1,900.00

2. ADMINISTRATIVE ORDERS

- f. Vote to approve Conservation Department application for Mass Wildlife Habitat Management Grant for continued invasive plant management and prescribed burn in the Coonamessett fields area

Diane Davidson

From: Mark Kasprzyk
Sent: Wednesday, August 4, 2021 4:42 PM
To: Falmouth Town Manager
Cc: Jennifer Lincoln
Subject: RE: application for MassWildlife Habitat Management Grant - continued invasive plant management & prescribed burn

Hi Julian –

The Mass Wildlife Habitat Management Grant we received last year for the control of invasive plant species through some 15 acres was a success. The contractor Lewis Tree service estimated that 85% of the invasives were impacted. As with most sandplain grassland management projects that have serious invasive plant issues, multiple year treatments are required to get to a level where maintenance is achievable. Therefore we would like to request permission to apply for another Mass Wildlife Habitat Management grant for the 2022 season.

The application request to Mass Wildlife would be to continue herbicide treatment and contract for a prescribed burn to help further the restoration process. The project location will be in the same Coonamessett fields area (south of Rt. 151 and west of Ranch Road). There is no requirement for in-kind services or a cash match (i.e. no commitment by the Town).

The request for proposals were announced late July and the application deadline is August 27th. The Grants range from \$10,000 to \$50,000. We will not know what our request amount will be until we receive the quotes.

Please schedule us for the next available Selectman's meeting. We will be happy to supply any additional information if needed and thank you for your consideration.

Mark Kasprzyk
Conservation Land Manager/MES Technician

59 Town Hall Square
Falmouth, MA 02540
cell: 508-274-2650

2. ADMINISTRATIVE ORDERS

- g. Authorize letter of support for proposed expansion of existing Bourne landfill

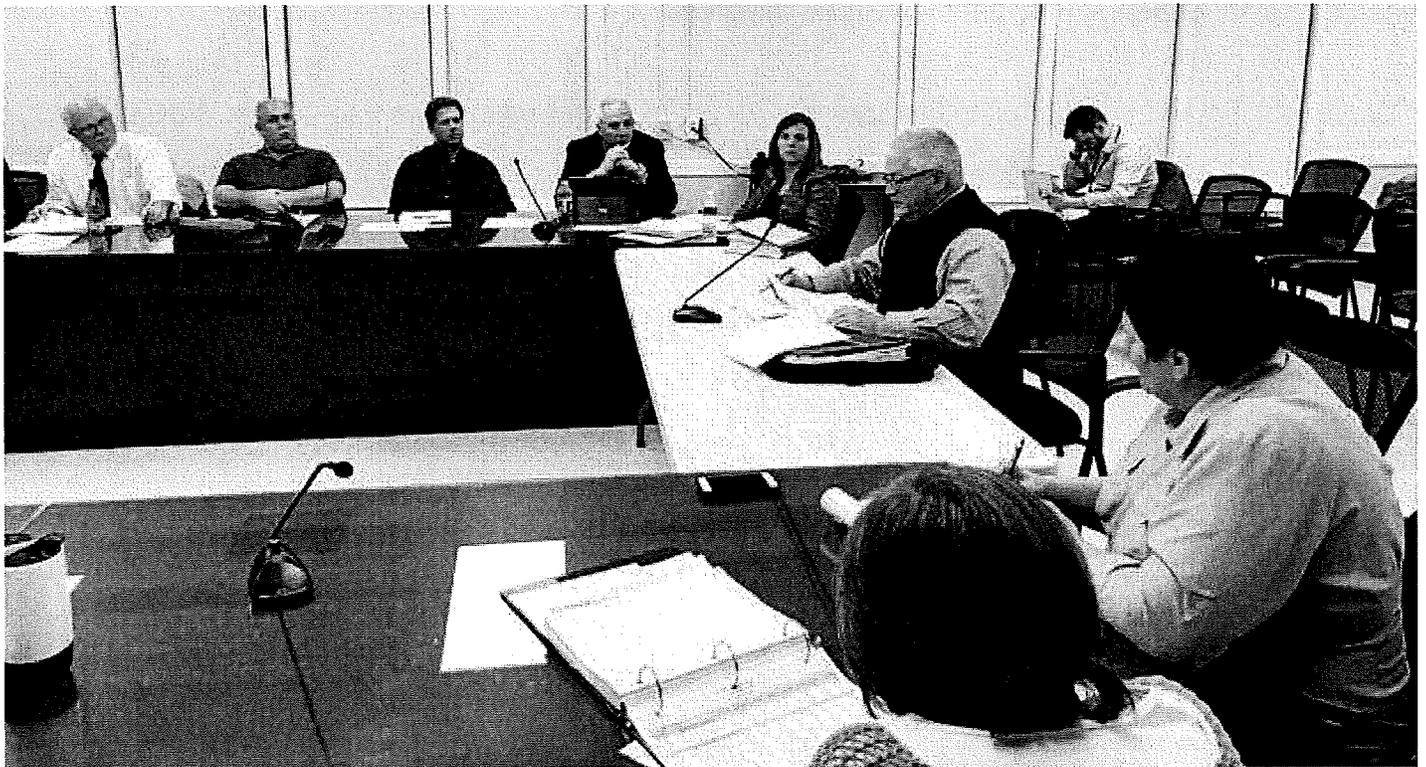
https://www.capenews.net/bourne/news/iswm-officials-hoping-to-expand-life-of-landfill/article_0a4c8b5a-8ee1-5f48-bdeb-337ed743d8ca.html

ISWM Officials Hoping To Expand Life Of Landfill

By MICHAEL J. RAUSCH

Feb 14, 2020

Home / Bourne / Bourne News



ISWM chief Dan Barrett talks to the finance committee and the board of selectmen about plans to expand use of the town landfill by securing air space above the facility.

MICHAEL J. RAUSCH/ENTERPRISE

If all goes well, the Town of Bourne landfill could stay in operation as far into the future as 2040 and beyond.

That was the message delivered by Integrated Solid Waste Management General Manager Daniel T. Barrett to the board of selectmen and the finance committee Monday, February 10.

The mitigation land is needed to provide a home for Eastern box turtles that populate the land where ISWM wants to move its offices and collection centers. Town residents approved Articles 15 and 16 at Special Town Meeting last October which asked for approval to spend money to buy two parcels south of the Otis Rotary and east of Route 28.

ISWM, rather than Bourne taxpayers, would pay for the mitigation land from its retained earnings.

Mr. Barrett said that, if other land owners reply to the issued request, ISWM will consider their property as well. For now, the owner of the two parcels mentioned in Articles 15 and 16 has shown interest in selling to the town.

The parcels would satisfy the requirements of the state's Natural Heritage and Endangered Species Program and the Massachusetts Endangered Species Act to provide habitat for the turtles living on the 12 acres just south of the landfill.

Mr. Barrett anticipates that the species program would welcome acquisition of the parcels because land to the north and south is already owned by the town and under conservation restriction.

Hearing (continued)

HEARING: Bourne Integrated Solid Waste Management Facility

Monday, Aug 16, 2021 5:00 PM

Virtual Hearing: <https://capecodcommission.org/reg/join>, passcode: join

Phone: (929) 205-6099, Meeting ID: 967 5030 5211

Related Work: [Bourne Integrated Solid Waste Management Facility](#)

Posted: July 28, 2021, 11:03 AM

A subcommittee of the Cape Cod Commission will hold a continued virtual public hearing on the following Project on **Monday, August 16, 2021 at 5:00 p.m.** At this meeting, the subcommittee will discuss the following Project and may vote to make a recommendation to the full Commission on its decision. The project is subject to review as a Development of Regional Impact (DRI) pursuant to Sections 12 & 13 of the Cape Cod Commission Act, as amended.

- **Project:** Bourne Integrated Solid Waste Management Facility - Commission File No: 20064
- **Project Applicant:** Town of Bourne, Integrated Solid Waste Management (ISWM) Department
- **Project Location:** 201 MacArthur Boulevard, Bourne, MA 02532, Map 28, Parcel 13; Map 32, Parcel 5; Map 32, Parcel; 9
- **Project Description:** The Phase 7, 8 & 9 vertical and horizontal expansions of the 111-acre Bourne Integrated Solid Waste Management Facility, including the relocation of operations and solid waste handling facilities as the landfill grows.

Note: The meeting will be held virtually, with members of the subcommittee participating remotely, pursuant to Chapter 20 of the Acts of 2021, An Act Relative to Extending Certain Covid-19 Measures Adopted During the State of Emergency, signed into law on June 16, 2021.

The public can join and participate in the meeting using one of the following methods:

- By clicking on the following zoom meeting link: <https://capecodcommission.org/reg/join> , passcode: join
- Going online to www.capecodcommission.org/ccc and clicking on "Join Virtual Meeting." Participants wishing to speak should click "Participants" icon on the lower toolbar and then click "Raise Hand" in the dialog box to notify the chair.
- Calling in to **(929) 205-6099** and entering **meeting ID 967 5030 5211**. Participants wishing to speak should press *9 to notify the chair. It is recommended that participants access materials in advance of the meeting.

Please join the virtual hearing at least fifteen minutes before it begins; please call (508) 362-3828 for assistance if you have any issues joining the meeting.

Anyone wishing to testify orally will be welcome to do so. Written comments may also be submitted by email prior to the hearing to regulatory@capecodcommission.org. The DRI application and other project materials may be accessed for review at www.capecodcommission.org/ccc.

If you are deaf or hard of hearing or are a person with a disability who requires an accommodation, contact the Cape Cod Commission at (508) 362-3828; for Telecommunications Relay Services (TRS) dial 711.

Caso estas informações sejam necessárias em outro idioma, por favor, contate o Coordenador de Título VI da MPO pelo telefone (508) 362-3828 or Para serviços de retransmissão de telecomunicações, disque 711

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(T) 508-362-3828
frontdesk@capecodcommission.org



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Barnstable, MA 02630

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2. ADMINISTRATIVE ORDERS

- h. Vote to accept donation from Falmouth Road Race Inc. in the amount of \$3,750.00 to the Beach Department Donation Account



August 3, 2021

Falmouth Beach Department
59 Town Hall Square
Falmouth, MA 02540

ATTN: Falmouth Road Race Inc.

RE: Grant Request

Dear Ms. Edwards et. al:

This letter is a proposal for funding of the Beach Department's annual Staff Awards Banquet in 2021 at the cost of \$3,750.00. The amount requested is based on the contract we have for a waterfront function room rental and dinner at the Sea Crest Beach Hotel for 125 people on Tuesday, August 17, 2021.

This event is held annually to honor the Beach Staff for outstanding contributions to public safety and to celebrate the partnership between the Town of Falmouth and organizations hosting special events for the public. For example, the work the Beach Dept. does to support the Falmouth Road Race with its course running alongside three of our staffed public beaches. The banquet was held virtually last year due to COVID-19, but was fully funded with the support of Falmouth Road Race Inc. in 2019.

Additionally, this event is attended by members of the Falmouth Beach Committee, and invitations are also extended to Town Manager's Office, and organizers of events such as the Falmouth Walk, Falmouth Road Race, and David's Old Silver Swim for Compassionate Care ALS.

The Beach Department looks forward to responding to any further inquiries regarding this event. I can be reached by phone at (508)274-1498, or e-mail at bruce.mogardo@falmouthma.gov.

Sincerely,

Bruce Mogardo
Beach Superintendent
Town of Falmouth

2. ADMINISTRATIVE ORDERS

- i. Vote to expend \$3,750.00 from the Beach Department Donation Account to fund the Beach Department's annual Staff Awards Banquet on Tuesday, August 17

2. SPECIAL EVENTS

New – Recommended:

- a. Beach Wedding Ceremony – Hazelton/Bird – Menauhant Beach,
Saturday, 8/21/21



**TOWN OF FALMOUTH
WEDDING CEREMONY AND PARKING PERMIT**

NAME Joseph Hazelton/Jennifer Bird

MAILING ADDRESS 637 Gifford Street, Falmouth, MA 02540

CEREMONY DAY & DATE Saturday, August 21, 2021

LOCATION Menauhant Beach West

SET-UP ARRIVAL TIME 3:45 p.m. **CEREMONY HOURS** 4:00 p.m. – 4:30 p.m.

NUMBER OF GUESTS 30 **NUMBER OF VEHICLES** 3

TIME NEEDED FOR PARKING VEHICLES 4:00 p.m. – 4:45 p.m.

ENTERTAINMENT Group transportation. Photography.

CONDITIONS:

1. Ceremony is NOT allowed on the Old Menauhant Bridge, as the bridge is considered unsafe.
2. Consumption of alcoholic beverages prohibited on Town beaches and parking areas.
3. Public parking is on a first come first serve basis.

PERMIT FEE \$75.00 **FILING FEE** \$10.00

DEPOSIT \$300.00 *(Deposit refundable at conclusion of event provided that no litter or damage has occurred)*

SELECT BOARD:

_____	_____
_____	_____
_____	_____

Diane Davidson

From: Bruce Mogardo
Sent: Wednesday, August 4, 2021 1:44 PM
To: Diane Davidson
Cc: Bruce Mogardo
Subject: RE: Beach Wedding Applications

Hi Diane,

I will be recommending all three wedding with the provision that the Bird/Hazelton wedding may NOT be anywhere near the Old Menauhant Bridge. The bridge is considered unsafe at this time.

Bruce

From: Diane Davidson <diane.davidson@falmouthma.gov>
Sent: Thursday, July 29, 2021 2:16 PM
To: Boyd Demello <boyd.demello@falmouthfirema.gov>; Brian Reid <brian.reid@falmouthpolicema.gov>; Bruce Mogardo <bruce.mogardo@falmouthma.gov>; Craig O'Malley <craig.omalley@falmouthfirema.gov>; Diane Davidson <diane.davidson@falmouthma.gov>; Gregg Fraser <gregg.fraser@falmouthma.gov>; Joe Olenick <joe.olenick@falmouthma.gov>; Julian Suso <julian.suso@falmouthma.gov>; Kristin Nickerson <kristin.nickerson@falmouthpolicema.gov>; Maggie Clayton <maggie.clayton@falmouthma.gov>; Peter Johnson-Staub <peter.johnson-staub@falmouthma.gov>; Peter McConarty <peter.mcconarty@falmouthma.gov>; Sean Doyle <sean.doyle@falmouthpolicema.gov>; Timothy Smith <timothy.smith@falmouthfirema.gov>
Subject: Beach Wedding Applications

To all,

Attached please find three applications for beach wedding ceremonies for your review and recommendations by Thursday, August 5, 2021:

1. Hazelton/Bird – Old Menauhant Beach Bridge – Saturday, August 21, 2021 – 4:00 p.m. – 4:30 p.m.
2. Ciortescu – Old Silver Beach – Saturday, August 28, 2021 – 6:30 p.m. – 7:30 p.m.
3. Girouard – Old Silver Beach – Sunday, October 10, 2021

Thank you,

Diane

Diane S. Davidson
Office Manager/Licensing
Office of the Town Manager and Select Board
Town of Falmouth
59 Town Hall Square
Falmouth, MA 02540
diane.davidson@falmouthma.gov
(508) 495-7321

Diane Davidson

From: Brian Reid
Sent: Thursday, July 29, 2021 2:20 PM
To: Diane Davidson
Cc: Sean Doyle
Subject: RE: Beach Wedding Applications

The Police Department has no objection to these applications.

Captain Brian L. Reid

Operations Division
Falmouth Police Department
750 Main Street
Falmouth, MA 02540
Office 774-255-4527 Ext. 4502
Fax 508-457-2566
brian.reid@falmouthpolicema.gov

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From: Diane Davidson
Sent: Thursday, July 29, 2021 2:16 PM
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Thank you,

Diane

Diane S. Davidson
Office Manager/Licensing

Diane Davidson

From: Boyd Demello
Sent: Thursday, July 29, 2021 2:24 PM
To: Diane Davidson; Brian Reid; Bruce Mogardo; Craig O'Malley; Gregg Fraser; Joe Olenick; Julian Suso; Kristin Nickerson; Maggie Clayton; Peter Johnson-Staub; Peter McConarty; Sean Doyle; Timothy Smith
Cc: Boyd Demello
Subject: RE: Beach Wedding Applications

Fire Rescue has no issues

Boyd W. DeMello
Fire Prevention Inspector
Falmouth Fire Rescue Department
boyd.demello@falmouthfirema.gov
[508-495-2534](tel:508-495-2534) - Office
[774-836-2436](tel:774-836-2436) - Cell Phone

CONFIDENTIALITY NOTICE: This message is privileged and confidential for the addressee(s) named above. If you are not the intended recipient, you are prohibited from disseminating, using, or copying the contents and should notify the sender immediately that you received this message in error.

From: Diane Davidson
Sent: Thursday, July 29, 2021 2:16 PM
To: Boyd Demello <boyd.demello@falmouthfirema.gov>; Brian Reid <brian.reid@falmouthpolicema.gov>; Bruce Mogardo <bruce.mogardo@falmouthma.gov>; Craig O'Malley <craig.omalley@falmouthfirema.gov>; Diane Davidson <diane.davidson@falmouthma.gov>; Gregg Fraser <gregg.fraser@falmouthma.gov>; Joe Olenick <joe.olenick@falmouthma.gov>; Julian Suso <julian.suso@falmouthma.gov>; Kristin Nickerson <kristin.nickerson@falmouthpolicema.gov>; Maggie Clayton <maggie.clayton@falmouthma.gov>; Peter Johnson-Staub <peter.johnson-staub@falmouthma.gov>; Peter McConarty <peter.mcconarty@falmouthma.gov>; Sean Doyle <sean.doyle@falmouthpolicema.gov>; Timothy Smith <timothy.smith@falmouthfirema.gov>
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Thank you,

Diane

Diane Davidson

From: Joe Olenick
Sent: Thursday, July 29, 2021 2:22 PM
To: Diane Davidson; Boyd Demello; Brian Reid; Bruce Mogardo; Craig O'Malley; Gregg Fraser; Julian Suso; Kristin Nickerson; Maggie Clayton; Peter Johnson-Staub; Peter McConarty; Sean Doyle; Timothy Smith
Subject: RE: Beach Wedding Applications

Recreation is all set with these. Thanks Joe

From: Diane Davidson <diane.davidson@falmouthma.gov>
Sent: Thursday, July 29, 2021 2:16 PM
To: Boyd Demello <boyd.demello@falmouthfirema.gov>; Brian Reid <brian.reid@falmouthpolicema.gov>; Bruce Mogardo <bruce.mogardo@falmouthma.gov>; Craig O'Malley <craig.omalley@falmouthfirema.gov>; Diane Davidson <diane.davidson@falmouthma.gov>; Gregg Fraser <gregg.fraser@falmouthma.gov>; Joe Olenick <joe.olenick@falmouthma.gov>; Julian Suso <julian.suso@falmouthma.gov>; Kristin Nickerson <kristin.nickerson@falmouthpolicema.gov>; Maggie Clayton <maggie.clayton@falmouthma.gov>; Peter Johnson-Staub <peter.johnson-staub@falmouthma.gov>; Peter McConarty <peter.mcconarty@falmouthma.gov>; Sean Doyle <sean.doyle@falmouthpolicema.gov>; Timothy Smith <timothy.smith@falmouthfirema.gov>
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Thank you,

Diane

Diane S. Davidson
Office Manager/Licensing
Office of the Town Manager and Select Board
Town of Falmouth
59 Town Hall Square
Falmouth, MA 02540
diane.davidson@falmouthma.gov
(508) 495-7321

Diane Davidson

From: Diane Davidson
Sent: Thursday, July 29, 2021 2:16 PM
To: Boyd Demello; Brian Reid; Bruce Mogardo; Craig O'Malley; Diane Davidson; Gregg Fraser; Joe Olenick; Julian Suso; Kristin Nickerson; Maggie Clayton; Peter Johnson-Staub; Peter McConarty; Sean Doyle; Timothy Smith
Subject: Beach Wedding Applications
Attachments: WE-2021-Menauhant Bridge-Bird.pdf; WE-2021-OSB-Ciortescu.pdf; WE-2021-OSB-Girouard.pdf

To all,

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2. Ciortescu – Old Silver Beach – Saturday, August 28, 2021 – 6:30 p.m. – 7:30 p.m.
3. Girouard – Old Silver Beach – Sunday, October 10, 2021

Thank you,

Diane

*Diane S. Davidson
Office Manager/Licensing
Office of the Town Manager and Select Board
Town of Falmouth
59 Town Hall Square
Falmouth, MA 02540
diane.davidson@falmouthma.gov
(508) 495-7321*

2. SPECIAL EVENTS

New – Recommended:

- b. Beach Wedding Ceremony – Ciortescu – Old Silver Beach –
Saturday, 8/28/21

Diane Davidson

From: Bruce Mogardo
Sent: Wednesday, August 4, 2021 1:44 PM
To: Diane Davidson
Cc: Bruce Mogardo
Subject: RE: Beach Wedding Applications

Hi Diane,

I will be recommending all three wedding with the provision that the Bird/Hazelton wedding may NOT be anywhere near the Old Menauhant Bridge. The bridge is considered unsafe at this time.

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From: Brian Reid
Sent: Thursday, July 29, 2021 2:20 PM
To: Diane Davidson
Cc: Sean Doyle
Subject: RE: Beach Wedding Applications

The Police Department has no objection to these applications.

Captain Brian L. Reid

Operations Division
Falmouth Police Department
750 Main Street
Falmouth, MA 02540
Office 774-255-4527 Ext. 4502
Fax 508-457-2566
brian.reid@falmouthpolicema.gov

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Cc: Boyd Demello
Subject: RE: Beach Wedding Applications

Fire Rescue has no issues

Boyd W. DeMello
Fire Prevention Inspector
Falmouth Fire Rescue Department
boyd.demello@falmouthfirema.gov
508-495-2534 - Office
[774-836-2436](tel:774-836-2436) - Cell Phone

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(508) 495-7321*

2. SPECIAL EVENTS

New – Recommended:

- c. Beach Wedding Ceremony – Girouard – Old Silver Beach –
Sunday, 10/10/21



**TOWN OF FALMOUTH
WEDDING CEREMONY AND PARKING PERMIT**

NAME Christina T. Girouard

MAILING ADDRESS 444 County Road, Pocasset, MA 02559

CEREMONY DAY & DATE Sunday, October 10, 2021

LOCATION Old Silver Beach

SET-UP ARRIVAL TIME 1:00 p.m. **CEREMONY HOURS** 2:00 p.m. – 3:30 p.m.

NUMBER OF GUESTS ≤50 **NUMBER OF VEHICLES** ~30

TIME NEEDED FOR PARKING VEHICLES 1:30 p.m. – 3:30 p.m.

ENTERTAINMENT Photography.

CONDITIONS:

1. Consumption of alcoholic beverages prohibited on Town beaches and parking areas.
2. Public parking is on a first come first serve basis.

PERMIT FEE \$75.00 **FILING FEE** \$10.00

DEPOSIT \$300.00 (Deposit refundable at conclusion of event provided that no litter or damage has occurred)

SELECT BOARD:

_____	_____
_____	_____
_____	_____

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PUBLIC HEARINGS

1. Vote to adopt Stormwater Management Rules and Regulations

TOWN OF FALMOUTH

NOTICE OF PUBLIC HEARING

Stormwater Management Rules and Regulations

The Falmouth Select Board, under the authority of the Falmouth Home Rule Charter section C3-7 Subsection H of the Code of the Town of Falmouth, will hold a public hearing to establish and adopt Stormwater Management Rules and Regulations for the Town of Falmouth. The hearing will be held on Monday, August 9, 2021 at 7:30 p.m. in the Select Board Meeting Room, Town Hall, 59 Town Hall Square, Falmouth, MA.

The draft proposed regulations related to the NPDES Permit with EPA and DEP, revision date June 21, 2021, can be accessed for viewing on the Engineering page of the Town of Falmouth website at <https://www.falmouthma.gov/1249/Stormwater-Regulations> or at the Town Clerk's office during regular business hours.

Per Order of the Falmouth Select Board

Publication date: Friday, July 16, 2021; Falmouth Enterprise

Account #: 2056

total. I see people that g in years past, we rate them and con- The good news is the other kinds of e Indo-Pacific area, lia, that can have g stings. So unless 1 allergic reaction, pect any of these n o'war's stings to ing," said Dr. Todd, has not seen any

I related to the HOI reported that s' sightings have e last two weeks.

g Group is a na- fit organization 10 that is driving r giant leaps for- ality and safety of thcare.



IS op

rs

Where the Mountain Meets the Moon
Grace Lin

s & reviews!

available.
548.5548

one in the evening. There is also a psychiatrist on call.

"They play a great role," Sheriff Cummings said about the mental health staff. "I would say about up to 40 percent of the people who come here have some issue with mental health. They are certainly an intricate part of our staff and do a great job of treating those people."

Life As An Inmate

There are three houses in the correctional facility where an inmate can be placed. Upon arrival at the facility, each inmate is assigned to the indoctrination unit,

monitored calls and also has movie access. They do not have internet access, but they can still send emails, which are first read by the officers before being sent

1-800-286-7744 or
508-299-8379

Legal Notices

LIQUOR LICENSE HEARING

Notice is hereby given under Chapter 138 of the General Laws, as amended, that Black Dog Tavern Company, Inc. d/b/a The Black Dog Heights Café has applied for Multiple Amendments to its All Alcoholic Common Victualler License located at 465 Grand Avenue, Falmouth, MA including Change of Manager, Change of Corporate Structure, Change of Corporate Name, Change of Officers, Change of Ownership Interest, and Issuance/Transfer of Stock/New Stockholder.

A hearing will be held in the Selectmen's Meeting Room, Falmouth Town Hall on Monday, July 26, 2021 at 7:30 p.m. on the above application.

Per order of the Select Board

LICENSING BOARD
Douglas C. Brown
Nancy R. Taylor
Samuel H. Patterson
Megan E. English Braga
Ornalé Scott Price

July 16, 2021

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Per Order of the Falmouth Select Board

July 16, 2021

Falmouth Zoning Board of Appeals Notice of Public Hearing for August 5, 2021

Notice is hereby given of the following **Public Hearing @ 6:30pm and Open Meeting** in the Selectmen's Meeting Room, Town Hall on **Thursday August 5, 2021**

Continuation(s)

#050-20 Village at Brick Kiln LLC, 511 Brick Kiln Road, West Falmouth

Application #053-21 Pheasant Lane LLC: Filed an appeal with the Falmouth Town Clerk pursuant to M.G.L. c. 40A § 8 & 15 and (240-202 of the Code of Falmouth) appealing the Building Commissioner's determination. The subject property is 33 Pheasant Lane, East Falmouth, Ma.
Application #054-21 Bryan H. and Eileen M.

Greene: Applied to the Zoning Board of Appeals for a special permit pursuant to section(s) 240-23 G. of the Code of Falmouth to raze the existing garage and rebuild an attached 3-car garage with habitable space above on subject property known as 71 Alder Lane, North Falmouth, Ma.
Application #055-21 William T. and Lenore K. Freitas, Trustees: Applied to the Zoning Board of Appeals for a special permit pursuant to section(s) 240-3 C. and 240-69 E. of the Code of Falmouth to allow alterations to the non-conforming single family dwelling to include a front porch, screened-in porch and a second floor addition on subject property known as 150 Birch Lane, North Falmouth, Ma.

Files are available in the Board of Appeals Office at Town Hall for review by interested parties.

July 9, 16, 2021

Town of Falmouth Historical Commission Public Hearing Notice

The Falmouth Historical Commission will hold a public hearing under Massachusetts General Law Chapter 40C section 11, and Town bylaw section 7.4 as Amended on **Tuesday August 3, 2021 at 6:00PM** via Virtual Zoom Meeting. See Agenda, when posted, for Zoom instructions.

Requests for Certificates of Appropriateness:

21.31 Kinchla Properties LLC – 222 Main St. – Install two new wall signs with lighting

On behalf of the Falmouth Historical Commission

July 16, 2021

TOWN OF FALMOUTH PUBLIC HEARING NOTICE

Town of Falmouth Community Development Block Grant (CDBG) Public Hearing

The Falmouth Select Board will conduct a public hearing regarding the ongoing Community Development Block Grant Program (CDBG). The hearing will be held on Monday, July 26, 2021 at 7:30 p.m. in the Select Board Meeting Room, Town Hall, 59 Town Hall Square, Falmouth, MA 02540. Projects currently being funded through this grant include small business grants approved through the EDIC as well as food related services and vocational assistance provided through the Falmouth Service Center. The EDIC small business grants project is now 50% complete and under the estimated budget. The Falmouth Service Center project is now 25% complete and under the estimated budget.

Any person or organization having questions or comments concerning the CDBG program and ongoing activities will have an opportunity to be heard. Persons who require special accommodations should contact the Falmouth Select Board prior to the hearing date at townmanager@falmouthma.gov. Persons who wish to attend and comment on the CDBG program may do so by joining the meeting.

Comments can also be submitted in writing. They should be submitted to: Falmouth Select Board, 59 Town Hall Square, Falmouth, MA 02540 or by email to selectboard@falmouthma.gov by 3:00 p.m. on Friday, July 23, 2021.

July 16, 2021



Comprehensive
Environmental
Incorporated



NPDES MS₄ STORMWATER PROGRAM

Regulatory Updates – Select Board Meeting 08.09.21

Client Focused, Responsive, Quality Service • Experienced, Knowledgeable Technical Staff • Innovative, Cost Effective Designs

NPDES MS₄ Permit Background

- EPA Clean Water Act (1972)
- NPDES = "National Pollutant Discharge Elimination System"
- MS₄ = "Municipal Separate Storm Sewer System"

- What is it really? = regulations on pollutant discharges into waterbodies via the Town's drainage system

- Phase I: regulated communities >100,000 people in 1990
- Phase II: MS₄ communities >1,000 people in 1999

- Unfunded Mandate

MS4 Permit Requirements

Renewal to 2003
Permit Released in
April 2016



To Be Effective
July 1, 2017
Delayed 1 Year



**Now Effective
July 1, 2018**

6 Minimum Measures

1. Public Education & Outreach
2. Public Involvement & Participation
3. Illicit Discharge Detection & Elimination (IDDE)
4. Construction Site Stormwater Controls/Regulations
5. Post-Construction Site Stormwater Controls/Regulations
6. Good Housekeeping

3 Regulatory Mechanisms

- **#1 Illicit Discharge Detection & Elimination**
 - Prohibit illicit discharges
 - Investigate suspected ones
 - Eliminate illicit discharges
 - Enforcement procedures/actions



3 Regulatory Mechanisms

- **#2 Require Erosion & Sediment Controls during Construction**
 - Use erosion and sediment controls
 - Site plan review before construction
 - Site inspections and by who
 - Use of LID controls

Image Credit: <https://www.hendersonvillenc.gov/stormwater-management>



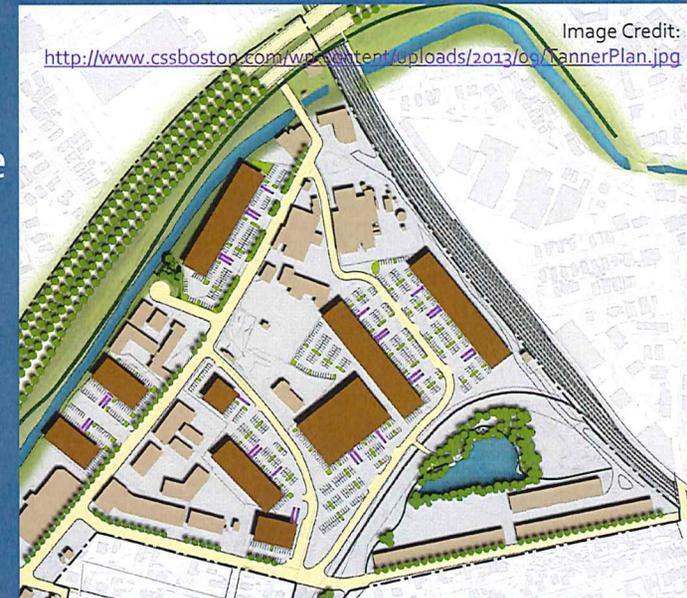
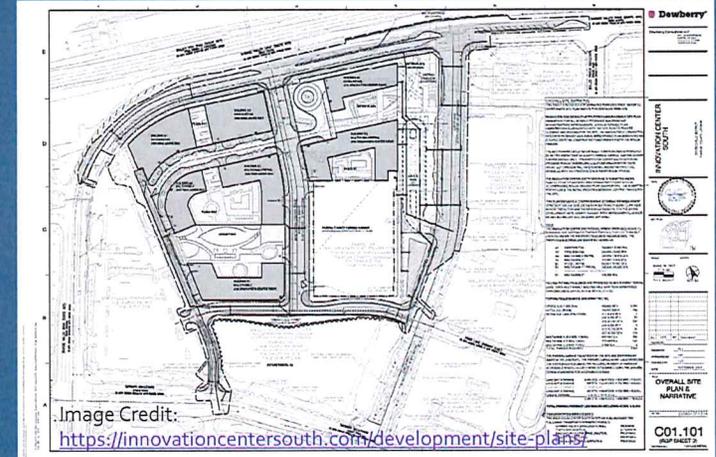
3 Regulatory Mechanisms

- **#3 Post-Construction**
 - Use LID strategies
 - Follow Mass. SW Handbook stds.
 - New Development – design BMPs to:
 - Retain 1-inch storm over IA onsite
 - Remove 90% of TSS and 60% of phosphorus
 - Re-Development – design BMPs to:
 - Retain 0.8-inch storm over IA onsite
 - Remove 80% of TSS and 50% of phosphorus
 - Note, does not apply to minor road improvements
 - Submittal of as-builts
 - Long-term O&M



Applicability

- IDDE Applies Everywhere
- Others for Land Disturbance >1-Acre
- Also Applies when Total Land Disturbance >1-Acre, e.g. Subdivisions
 - Does not apply unless you disturb >1 acre (likely N/A for additions, decks, pools, etc.)
 - Most impacts will be to subdivisions and large scale commercial sites, not single-family
- Why Do This?
 - If not adopted, Town is in non-compliance
 - Fines, consent order, will have to do anyways



Comparison with Existing Regulations

- Right Now - Town Doesn't Have the 3 Required Regulations
- Existing Regs (*Site Plan, Subdiv., Wetland, etc.*) Don't Meet All Requirements
- **Article VII – Promulgation of Regulations**
 - Allows adoption of regulations by Select Board
 - Bylaw Adopted at June 2021 Town Meeting
- **Regulations**
 - Establishes permit process and requirements
 - Details and what needs to be done
 - Who manages program? – DPW
- **Regs Adopted at Select Board Meeting**





Comprehensive
Environmental
Incorporated



QUESTIONS?

Client Focused, Responsive, Quality Service • Experienced, Knowledgeable Technical Staff • Innovative, Cost Effective Designs

Diane Davidson

From: Jim McLoughlin
Sent: Friday, June 25, 2021 8:27 AM
To: Michael Palmer; Diane Davidson
Cc: Peter McConarty; Peter Johnson-Staub
Subject: Draft Proposed Stormwater Regulations
Attachments: 2021-06-21 Stormwater Management Regulations DRAFT a .pdf

Good Morning Michael and Diane,

Attached is a draft of proposed regulations, revision date June 21, 2021, related to our NPDES Permit with EPA and DEP. We expect these regulations will be considered at a Public Hearing with the Select Board on July 26, 2021.

The draft proposed regulations can be accessed on the Engineering page of our web site at <https://www.falmouthma.gov/1249/Stormwater-Regulations>

Please let us know if any additional information is necessary.

Thanks,
Jim

James McLoughlin, P.E., Town Engineer
Falmouth Public Works
416 Gifford Street
Falmouth, MA 02540
508-457-2543 x3104
james.mcloughlin@falmouthma.gov

STORMWATER MANAGEMENT RULES AND REGULATIONS

Falmouth Select Board

Adopted: 2021

ARTICLE I – GENERAL

1.0 Purpose

The purpose of these rules and regulations is to establish Stormwater Management Rules and Regulations for the Town of Falmouth.

2.0 Authority

The Falmouth Select Board, under the authority of the Falmouth Home Rule Charter section C3-7 Subsection H of the Code of the Town of Falmouth, and after holding a duly called Public Hearing on _____, 2020 adopts these Stormwater Management Rules and Regulations.

3.0 Definitions

3.1. For the purposes of these rules and regulations, the following shall mean:

- (1) **ABUTTER:** The owner(s) of land abutting the site on which the activity occurs.
- (2) **AGRICULTURAL USE:** The normal maintenance or improvement of land in agricultural or aquacultural use, as defined by the Massachusetts Wetlands Protection Act, M.G.L. c. 131, § 40, and its implementing regulations.
- (3) **APPLICANT:** Any person, individual, partnership, association, firm, company, corporation, trust, authority, agency, department, or political subdivision, of the Commonwealth of Massachusetts or the federal government to the extent permitted by law requesting a Stormwater Management Permit for proposed land-disturbance activity.
- (4) **ASSESSOR:** Town of Falmouth Assessor's office and/or Director of Assessing.
- (5) **BEST MANAGEMENT PRACTICE (BMP):** An activity, procedure, restraint, or structural improvement that helps reduce the quantity or improve the quality of stormwater runoff.
- (6) **CERTIFICATE OF COMPLETION:** Document issued by the Department of Public Works upon receipt of a final inspection report and acknowledgement that all conditions of the Stormwater Management Permit have been satisfactorily completed.

- (7) **CERTIFIED PROFESSIONAL IN EROSION AND SEDIMENT CONTROL (CPESC):** A certified specialist in soil erosion and sediment control. This certification program, sponsored by the Soil and Water Conservation Society in cooperation with the American Society of Agronomy, provides the public with evidence of professional qualifications.
- (8) **CERTIFIED VERNAL POOLS:** Temporary bodies of freshwater that provide critical habitat for a number of vertebrate and invertebrate wildlife species, certified by the Massachusetts Natural Heritage and Endangered Species Program (NHESP).
- (9) **CLEARING:** Any activity that removes vegetative surface cover.
- (10) **CLEAN WATER ACT:** The Federal Water Pollution Control Act (33 U.S.C. § 1251 et seq.) as hereafter amended.
- (11) **CONSTRUCTION WASTE AND MATERIALS:** Excess or discarded building or site materials, including but not limited to concrete truck washout, chemicals, litter and sanitary waste at a construction site that may adversely impact water quality.
- (12) **DISCHARGE OF POLLUTANTS:** The addition from any source of any pollutant or combination of pollutants into the municipal storm drain system or into the waters of the United States or Commonwealth of Massachusetts from any source.
- (13) **DISTURBANCE OF LAND:** Any action that causes a change in the position, location, or arrangement of soil, sand, rock, gravel or similar earth material.
- (14) **ENFORCEMENT ORDER:** A written order issued by the Department of Public Works or Reviewing Agent to enforce the provisions of these rules and regulations.
- (15) **EROSION:** The wearing away of the land surface by natural or artificial forces such as wind, water, ice, gravity, or vehicle traffic and the subsequent detachment and transportation of soil particles.
- (16) **EROSION AND SEDIMENT CONTROL PLAN:** A document containing narrative, drawings, and details developed by a registered professional engineer (P.E.) or CPESC, which includes BMPs, or equivalent measures designed to control surface runoff, erosion, and sedimentation during pre-construction and construction-related land disturbance activities.
- (17) **ESTIMATED HABITAT OF RARE WILDLIFE:** Habitats delineated by the NHESP for state-protected rare wildlife and certified vernal pools for use with

the Wetlands Protection Act Regulations (310 CMR 10.00) and the Forest Cutting Practices Act Regulations (304 CMR 11.00).

- (18) GRADING: Changing the level or shape of the ground surface.
- (19) GROUNDWATER: Water beneath the surface of the ground including confined or unconfined aquifers.
- (20) GRUBBING: The act of clearing land surface by digging up roots and stumps.
- (21) ILLICIT CONNECTION: A surface or subsurface drain or conveyance, which allows an illicit discharge into the municipal storm drain system, including without limitation sewage, process wastewater, or wash water and any connections from indoor drains, sinks, or toilets, regardless of whether said connection was previously allowed, permitted, or approved before the effective date of these rules and regulations.
- (22) ILLICIT DISCHARGE: Direct or indirect discharge to the municipal storm drain system that is not composed entirely of stormwater, except as exempted in Section 3.0 of Article II of these rules and regulations. The term does not include a discharge in compliance with an NPDES Storm Water Discharge Permit or a Surface Water Discharge Permit, or resulting from firefighting activities exempted pursuant to Section 3.0 of Article II of these rules and regulations.
- (23) IMPERVIOUS SURFACE: Any material or structure on or above the ground that prevents or delays water from infiltrating the underlying soil, or causes water to runoff in greater quantities or at an increased rate of flow. Impervious surfaces include, but are not limited to, roads, driveways, parking lots, sidewalks, rooftops, patios, storage areas, concrete or asphalt paving, and gravel/dense-graded crushed stone areas.
- (24) LOW IMPACT DEVELOPMENT (LID): An approach to land development design and stormwater management that attempts to mimic the natural hydrology of the site by avoiding, reducing, and mitigating impacts with natural, non-structural and structural measures.
- (25) MASSACHUSETTS ENDANGERED SPECIES ACT (MESA): (G.L. c. 131A) and its implementing regulations at (321 CMR 10.00). This Act prohibits the "taking" of any rare plant or animal species listed as "Endangered", "Threatened", or of "Special Concern".
- (26) MASSACHUSETTS STORMWATER MANAGEMENT STANDARDS (the STANDARDS): The Stormwater Management Standards promulgated by the Massachusetts Department of Environmental Protection (DEP) under the authority of the Massachusetts Wetlands Protection Act G.L. c. 131 § 40 and

Massachusetts Clean Waters Act G.L. c. 21, §. 23-56, and further described in the Wetlands Protection Act Regulations (310 CMR 10.00) and the 401 Water Quality Certification Regulations (314 CMR 9.00). The Stormwater Management Standards address stormwater impacts through implementation of performance standards to reduce or prevent pollutants from reaching water bodies and to control the quantity of runoff from a site.

- (27) **MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) or MUNICIPAL STORM DRAIN SYSTEM:** The system of conveyances designed or used for collecting or conveying stormwater, including any road with a drainage system, street, gutter, curb, inlet, piped storm drain, pumping facility, retention or detention basin, natural or man-made or altered drainage channel, reservoir, and other drainage structure that together comprise the storm drainage system owned or operated by the Town of Falmouth.
- (28) **NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) STORMWATER DISCHARGE PERMIT:** A permit issued by the United States Environmental Protection Agency (EPA) or jointly with the Commonwealth of Massachusetts that authorizes the discharge of stormwater to waters of the United States.
- (29) **NEW DEVELOPMENT:** Any construction, land alteration, or addition of impervious surfaces on previously undeveloped sites resulting in total disturbance of land equal to or greater than 1 acre (or activities that are part of a larger common plan of development disturbing greater than 1 acre) that does not meet the definition of Redevelopment.
- (30) **NATURAL HERITAGE AND ENDANGERED SPECIES PROGRAM (NHESP):** The Commonwealth of Massachusetts' program for implementing MESA requirements.
- (31) **NON-STORMWATER DISCHARGE:** Discharge to the municipal storm drain system not composed entirely of stormwater.
- (32) **OPERATION AND MAINTENANCE PLAN:** A plan setting up the functional, financial and organizational mechanisms for the ongoing operation and maintenance of a stormwater management system to ensure that it continues to function as designed.
- (33) **OUTFALL:** The point where stormwater flows out from a point source which is a discernible, confined and discrete conveyance into waters of the Commonwealth of Massachusetts.
- (34) **OWNER:** A person with a legal or equitable interest in property.

- (35) PERSON: An individual, partnership, association, firm, company, trust, corporation, agency, authority, department or political subdivision of the Commonwealth of Massachusetts or the federal government, to the extent permitted by law, and any officer, employee, or agent of such person.
- (36) POINT SOURCE: Any discernible, confined, and discrete conveyance, including but not limited to, any pipe, ditch, channel, tunnel, conduit, well, discrete fissure, or container from which stormwater is or may be discharged.
- (37) POLLUTANT: Any element or property of sewage, agricultural, industrial or commercial waste, runoff, leachate, heated effluent, or other matter whether originating at a point or non-point source, that is or may be introduced into any sewage treatment works or waters of the Commonwealth of Massachusetts. Pollutants shall include, but are not limited to:
- (a) Chemicals, paints, varnishes, and solvents;
 - (b) Oil and other automotive fluids;
 - (c) Non-hazardous liquid and solid wastes and yard wastes;
 - (d) Refuse, rubbish, garbage, litter, or other discarded or abandoned objects, ordnances, accumulations and floatables;
 - (e) Pesticides, herbicides, and fertilizers;
 - (f) Hazardous materials and wastes, sewage, fecal coliform and pathogens;
 - (g) Dissolved and particulate metals;
 - (h) Animal wastes;
 - (i) Rock, sand, salt, and soils;
 - (j) Concrete truck washout;
 - (k) Sanitary wastes;
 - (l) Construction wastes, demolition debris, and discarded building materials; and/or
 - (m) Noxious or offensive matter of any kind.
- (38) PRE-CONSTRUCTION: All activity in preparation for construction.
- (39) PRIORITY HABITAT OF RARE SPECIES: Habitats delineated for rare plant and animal populations protected pursuant to the MESA and its regulations.
- (40) PROCESS WASTEWATER: Water which, during manufacturing or processing, comes into direct contact with or results from the production or use of any material, intermediate product, finished product, or waste product.
- (41) PROFESSIONAL ENGINEER (P.E.): A registered Professional Engineer within the Commonwealth of Massachusetts in good standing.
- (42) RECHARGE: The process by which groundwater is replenished by precipitation through the percolation of runoff and surface water through soil.

- (43) REDEVELOPMENT: Development, rehabilitation, expansion, demolition or phased projects that disturb the ground surface or increase the impervious area on previously developed sites. Any construction, land alteration, or improvement of impervious surfaces resulting in total disturbance of land equal to or greater than 1 acre (or activities that are part of a larger common plan of redevelopment disturbing greater than 1 acre) that does not meet the definition of New Development.
- (44) REVIEWING AGENT: The Department of Public Works or person designated by the Department of Public Works as responsible for enforcing these rules and regulations.
- (45) RUNOFF: Rainfall, snowmelt, or irrigation water flowing over the ground surface.
- (46) SEDIMENT: Mineral or organic soil material that is transported by wind or water, from its origin to another location; the product of erosion processes.
- (47) SEDIMENTATION: The process or act of deposition of sediment.
- (48) SITE: Any lot, parcel of land, or area of property where land-disturbing activities are, were, or will be performed.
- (49) SLOPE: The incline of a ground surface expressed as a ratio of horizontal distance to vertical distance.
- (50) SOIL: Any earth, sand, rock, gravel, or similar material.
- (51) STABILIZATION: The use, singly or in combination, of mechanical, structural, or vegetative methods, to prevent or minimize erosion.
- (52) STORMWATER: Stormwater, snow melt, and surface water runoff and drainage.
- (53) STORMWATER MANAGEMENT PERMIT: The written approval granted by the Department of Public Works to undertake a construction activity pursuant to a Stormwater Management Permit Application.
- (54) STORMWATER MANAGEMENT PLAN: A plan required as part of the application for a Stormwater Management Permit.
- (55) STRIP: Any activity that removes the vegetative ground surface cover, including tree removal, clearing, grubbing, and storage or removal of topsoil.
- (56) SURFACE WATER DISCHARGE PERMIT. A permit issued by the Department of Environmental Protection pursuant to 314 CMR 3.00 that

authorizes the discharge of pollutants to waters of the Commonwealth of Massachusetts.

- (57) TOXIC OR HAZARDOUS MATERIAL OR WASTE: Any material, which because of its quantity, concentration, chemical, corrosive, flammable, reactive, toxic, infectious or radioactive characteristics, either separately or in combination with any substance or substances, constitutes a present or potential threat to human health, safety, welfare, or to the environment. Toxic or hazardous materials include any synthetic or organic chemical, petroleum product, heavy metal, radioactive, biological, or infectious waste, acid and alkali, and any substance defined as Toxic or Hazardous under G.L. Ch.21C and Ch.21E, and the regulations at 310 CMR 30.000 and 310 CMR 40.0000.
- (58) TOTAL SUSPENDED SOLIDS (TSS): Sediment being carried in stormwater.
- (59) WASTEWATER: Any sanitary waste, sludge, or septic tank or cesspool overflow, and water that during manufacturing, cleaning or processing, comes into direct contact with or results from the production or use of any raw material, intermediate product, finished product, byproduct or waste product.
- (60) WATERCOURSE: A natural or man-made channel through which water flows or a stream of water, including a river, brook, or underground stream.
- (61) WATERS OF THE COMMONWEALTH: All waters within the jurisdiction of the Commonwealth of Massachusetts, including, without limitation, rivers, streams, lakes, ponds, springs, impoundments, estuaries, wetlands, coastal waters, groundwaters, and vernal pools.
- (62) WETLAND RESOURCE AREAS: Areas specified in the Massachusetts Wetlands Protection Act Regulations, 310 CMR 10.00, as amended, and in the Town of Falmouth Wetland Bylaw, as amended.

4.0 Administration

- 4.1. The Select Board authorizes the Department of Public Works to administer, implement and enforce these rules regulations. Any powers granted to or duties may be delegated in writing by the Department of Public Works to employees or agents of the Planning Board, Board of Health, Conservation Commission, and/or other Town Department, hereby known as the "Reviewing Agent".
- 4.2. The decisions or orders of the Department of Public Works or Reviewing Agent shall be final. Further relief shall be to a court of competent jurisdiction.
- 4.3. The Department of Public Works shall not have jurisdiction over stormwater issues within areas where the Conservation Commission has jurisdiction under the Wetlands Protection Act and/or any local regulations.

5.0 Amendments

The Select Board may adopt, and periodically amend, these Stormwater Management Rules and Regulations by majority vote of the Select Board, after conducting a minimum of one (1) advertised public hearing to receive comments on any proposed revisions. The hearings shall be duly advertised in a paper of general circulation in the Town of Falmouth no less than fourteen (14) days prior to the date of the public hearing.

6.0 Orders and Suspension

6.1. The Department of Public Works or Reviewing Agent may issue a written order to enforce the provisions of these Rules and Regulations, which may include:

- (1) Cease and desist from unlawful discharges, practices, operations, construction or land disturbing activity until there is compliance with these Rules and Regulations;
- (2) Elimination of illicit connections or discharges to the municipal storm drain system;
- (3) Repair, maintain, or replace the stormwater management system or portions thereof in accordance with the operation and maintenance plan;
- (4) Maintain, install, or perform additional erosion and sediment control measures;
- (5) Perform monitoring, analyses, and reporting;
- (6) Remediate adverse impact resulting directly or indirectly from malfunction of the stormwater management system or erosion and sediment control system; and/or
- (7) Remediate contamination in connection therewith.

6.2. The Department of Public Works may suspend municipal storm drain system access to any person or property without prior written notice when such suspension is necessary to stop an actual or threatened discharge of pollutants that presents imminent risk of harm to the public health, safety, welfare or the environment. In the event any person fails to comply with an emergency suspension order, the Department of Public Works may take all reasonable steps to prevent or minimize harm to the public health, safety, welfare or the environment.

7.0 Enforcement

7.1. The Select Board, or an authorized agent of the Select Board, shall enforce these rules and regulations, orders, violation notices, and enforcement orders, and may pursue all

civil and criminal remedies for such violations.

- 7.2. If the Select Board determines that abatement or remediation of adverse impacts is required, the Enforcement Order shall set forth a deadline by which such abatement or remediation must be completed. Said order shall further advise that, should the violator or property owner fail to abate or perform remediation within the specified deadline, the Town of Falmouth may, at its option, undertake such work, and all costs incurred by the Town shall be charged to the violator, to be recouped through all available means, including the placement of liens on the property.
- 7.3. Within thirty (30) days after completing all measures necessary to abate the violation, the violator and the property owner shall be notified of the costs incurred by the Town of Falmouth, including administrative costs. The violator or property owner may file a written protest objecting to the amount or basis of costs with the Select Board within thirty (30) days of receipt of the notification of the costs incurred. If the amount due is not received by the expiration of the time in which to file a protest or within thirty (30) days following a decision of the Select Board affirming or reducing the costs, or from a final decision of a court of competent jurisdiction, the costs shall become a special assessment against the property owner and shall constitute a lien on the owner's property for the amount of said costs. Interest shall begin to accrue on any unpaid costs at the statutory rate provided in G.L. Ch. 59, § 57, after the thirty-first day at which the costs first become due.
- 7.4. Civil Relief. If a person violates the provisions of these rules and regulations, permit, notices, or order issued thereunder, the Select Board may seek injunctive relief in a court of competent jurisdiction restraining the person from activities which would create further violations or compelling the person to perform abatement or remediation of the violation.
- 7.5. Criminal Penalty. Any person who violates any provision of these rules and regulations, order, or permit issued thereunder, shall be punished by a fine of not more than \$300. Each day or part thereof that such violation occurs or continues shall constitute a separate offense.
- 7.6. Non-Criminal Disposition. As an alternative to criminal prosecution or civil action, the Town may elect to utilize the non-criminal disposition procedure set forth in G.L. Ch. 40, section 21D, in which case the Select Board or Reviewing Agent shall be the Authorized Enforcing Agent. The penalty for the 1st violation shall be \$100. The penalty for the 2nd violation shall be \$200. The penalty for the 3rd and subsequent violations shall be \$300. Each day or part thereof that such violation occurs or continues shall constitute a separate offense.

8.0 Entry to Perform Duties under these Rules and Regulations

To the extent permitted by Massachusetts law, or if authorized by the owner or other party in control of the property, the Town of Falmouth, its agents, officers, and employees may

enter upon privately owned property for the purpose of performing their duties and may make or cause to be made such examinations, surveys, or sampling as the Department of Public Works or Reviewing Agent deems reasonably necessary.

9.0 Remedies Not Exclusive

The remedies listed in these rules and regulations are not exclusive of any other remedies available under any applicable federal, state or local law.

10.0 Severability

If any provision, paragraph, sentence, or clause of these rules and regulations shall be held invalid for any reason, all other provisions shall continue in full force and effect.

ARTICLE II – ILLICIT DISCHARGE CONTROL

1.0 Purpose and Objectives

1.1. The United States Environmental Protection Agency has identified land disturbance and polluted stormwater runoff as major sources of water pollution. Regulation of illicit connections and discharges to the municipal storm drain system is necessary for the protection of the Town of Falmouth’s water bodies and groundwater resources and to safeguard the public health, safety, and welfare and the natural resources of the Town. Increased volumes of stormwater and contaminated stormwater runoff are major causes:

- (1) Impairment of water quality and reduced flow in lakes, ponds, streams, rivers, wetlands, and groundwater;
- (2) Contamination of drinking water supplies;
- (3) Alteration or destruction of aquatic and wildlife habitat; and
- (4) Flooding.

1.2. The purpose of this Article is to prohibit and eliminate illicit connections and discharges; safeguard the public health, safety, environment, and general welfare; protect aquatic resources and wildlife habitat; and protect the quality and health of water resources.

1.3. This Article seeks to meet that purpose through the following objectives:

- (1) To prevent pollutants from entering the Town of Falmouth’s municipal storm drain system;

- (2) To prohibit illicit connections and unauthorized discharges to the municipal storm drain system;
- (3) To require the removal of all such illicit connections;
- (4) To comply with state and federal statutes and regulations relating to stormwater discharges; and
- (5) To establish the legal authority to ensure compliance with the provisions of this Article through inspection, monitoring, and enforcement.

2.0 Applicability

2.1. This Article shall apply to the following prohibited activities entering the municipal storm drainage system:

- (1) **Illicit Discharges.** No person shall dump, discharge, cause, or allow to be discharged any pollutant or non-stormwater discharge into the municipal storm drain system, into a watercourse, or into the waters of the Commonwealth of Massachusetts.
- (2) **Illicit Connections.** No person shall construct, use, allow, maintain, or continue any illicit connection to the municipal storm drain system, regardless of whether the connection was permissible under applicable law, regulation, or custom at the time of connection.
- (3) **Obstruction of Municipal Storm Drain System.** No person shall obstruct or interfere with the normal flow of stormwater into or out of the municipal storm drain system without prior written approval from the Department of Public Works or Reviewing Agent.

3.0 Exemptions

3.1. The following activities are exempt from requirements under this Article:

- (1) Discharge or flow resulting from firefighting activities;
- (2) The following non-stormwater discharges or flows are exempt from this Article, provided that the source is not a significant contributor of a pollutant to the municipal storm drain system:
 - (a) Waterline flushing;
 - (b) Flow from potable water sources;
 - (c) Springs;
 - (d) Natural flow from riparian habitats and wetlands;
 - (e) Diverted stream flow;
 - (f) Rising groundwater;

- (g) Uncontaminated groundwater infiltration as defined in 40 CFR 35.2005(20), or uncontaminated pumped groundwater;
 - (h) Discharge from landscape irrigation or lawn watering;
 - (i) Water from exterior foundation drains, footing drains (not including active groundwater dewatering systems), crawl space pumps, or air conditioning condensation;
 - (j) Water from individual residential car washing;
 - (k) Discharge from dechlorinated swimming pool water (less than one part per million chlorine) provided test data is submitted to the Town substantiating that the water meets the one part per million standard, and the pool is drained in such a way as not to cause a nuisance or public safety issue and complies with all applicable Town Bylaws;
 - (l) Discharge from street sweeping;
 - (m) Dye testing, provided verbal notification is given to the Department of Public Works prior to the time of the test;
 - (n) Non-stormwater discharge permitted under an NPDES permit or a Surface Water Discharge Permit, waiver, or waste discharge order administered under the authority of the United States Environmental Protection Agency or the Department of Environmental Protection, provided that the discharge is in full compliance with the requirements of the permit, waiver, or order and applicable laws and regulations;
 - (o) Discharge for which advance written approval is received from the Board of Health or Conservation Commission as necessary to protect public health, safety, welfare or the environment; and
- (3) Discharge or flow that results from exigent conditions and occurs during a State of Emergency declared by any agency of the federal or state government, or by the Falmouth Town Manager or Select Board.

4.0 Orders and Suspension

- 4.1. The Department of Public Works or Reviewing Agent may issue a written order to enforce the provisions of this Article which may include:
- (1) Elimination of illicit connections or discharges to the municipal storm drain system;
 - (2) Performance of monitoring, analyses, and reporting;
 - (3) That unlawful discharges, practices, or operations shall cease and desist; and
 - (4) Remediation of contamination in connection therewith.
- 4.2. The Department of Public Works may suspend municipal storm drain system access to any person or property without prior written notice when such suspension is necessary to stop an actual or threatened discharge of pollutants that presents

imminent risk of harm to the public health, safety, welfare or the environment. In the event any person fails to comply with an emergency suspension order, the Department of Public Works may take all reasonable steps to prevent or minimize harm to the public health, safety, welfare or the environment.

5.0 Notification of Spills

Notwithstanding other requirements of local, state or federal law, as soon as a person responsible for a facility or operation, or responsible for emergency response for a facility or operation has information of or suspects a release of materials at that facility or operation resulting in or which may result in discharge of pollutants to the municipal drainage system or waters of the Commonwealth of Massachusetts, the person shall take all necessary steps to ensure containment and cleanup of the release. In the event of a release of oil or hazardous materials, the person shall immediately notify the Falmouth Department of Public Works, Fire Department, and Police Department.

ARTICLE III – CONSTRUCTION AND POST-CONSTRUCTION STORMWATER MANAGEMENT

1.0 Purpose and Objectives

- 1.1. The purpose of this Article is to establish minimum stormwater management requirements and procedures in order to minimize damage to public and private property and infrastructure; safeguard the public health, safety, environment and general welfare; protect aquatic resources and wildlife habitat; protect the quality and health of water resources; conserve groundwater supplies; and foster climate change resiliency.
- 1.2. This Article seeks to meet that purpose through the following objectives:
 - (1) Establish the Department of Public Works as the authority to ensure compliance with the provisions of this Article through a review process, inspections, monitoring, and enforcement;
 - (2) Establish administrative procedures for: the submission, review, and approval or disapproval of Stormwater Management Permits; the inspection of approved active projects; and post construction monitoring;
 - (3) Establish decision-making processes surrounding new development and redevelopment that protect watershed integrity and preserves and/or restores the health of local water resources such as lakes, ponds, streams, rivers, wetlands, and groundwater; and

- (4) Ensure compliance with requirements of the NPDES General Permit for Stormwater Discharges from MS4 and other applicable state and federal mandates.

2.0 Applicability

- 2.1. No person may undertake a construction activity, including clearing, grading, or excavation that results in a land disturbance to an area equal to or greater than one (1) acre of land or will disturb less than one acres of land but is part of a larger common plan of development or sale that will ultimately disturb an area equal to or greater than one (1) acre of land within the Town of Falmouth without first obtaining a Stormwater Management Permit issued by the Department of Public Works.
- 2.2. The Department of Public Works shall not have jurisdiction over stormwater issues within areas where the Conservation Commission has jurisdiction under the Wetlands Protection Act and/or any local regulations.
- 2.3. The Department of Public Works or Reviewing Agent shall take any of the following actions as a result of an application for a Stormwater Management Permit as specifically defined within the Stormwater Management Rules and Regulations promulgated as a result of this Article: Approval, Approval with Conditions, or Disapproval.

3.0 Exemptions

- 3.1. The following activities are exempt from requirements under this Article:
 - (1) Normal maintenance and improvement of land in agricultural use as defined by the Wetlands Protection Act regulation 310 CMR 10.04, as amended;
 - (2) Maintenance of existing landscaping, gardens, or lawn areas associated with a single-family dwelling;
 - (3) The construction of fencing that will not substantially alter existing terrain or drainage patterns;
 - (4) Normal maintenance and improvements of the Town of Falmouth publicly owned roadways and associated drainage infrastructure;
 - (5) Emergency repairs to any stormwater management system or feature that poses a threat to public health or safety, or as deemed necessary by a Town department or board; and
 - (6) Projects that are wholly subject to jurisdiction under the Wetlands Protection Act and/or the Falmouth Wetlands Protection Bylaw and demonstrate

compliance with the Massachusetts Stormwater Management Policy as reflected in an Order of Conditions issued by the Conservation Commission

4.0 Permit Procedures and Requirements

4.1. The Building Inspector shall not issue a Building Permit without first confirming that a Stormwater Management Permit has been obtained or is otherwise not required. The Stormwater Management Permit process shall be incorporated into existing permits to ensure efficiency of the Town permitting process for the Town and Applicant. The following Town boards or commissions shall serve as the Permit Granting Authority (PGA) as described below and their respective permits may serve as the Stormwater Management Permit upon finding the Project has demonstrated compliance with these rules and regulations:

- (1) Conservation Commission: An Order of Conditions issued by the Falmouth Conservation Commission shall serve as the Stormwater Management Permit, provided the project demonstrates compliance with these rules and regulations and the Order includes a condition as such.
- (2) Department of Public Works: All other applications, including Site Plan Applications, Subdivision Plan Applications, or Special Permit Applications that meet the applicability criteria of this Article shall also be submitted to the Department of Public Works for review for compliance with these rules and regulations.

4.2. Filing Application.

- (1) The site owner or his/her agent shall file with the Department of Public Works, three (3) hard copies and an electronic version of a completed Stormwater Management Permit Application package as outlined below. Permit issuance is required prior to any applicable site-altering activity. While the applicant can be a representative, the permittee must be the owner of the site.
- (2) Proposed projects shall submit the following:
 - (a) Completed **Application Form** with original signatures of all owners;
 - (b) List of abutters, certified by the Assessor's Office;
 - (c) Three (3) copies of the Stormwater Management Plan as specified in Section 5.0 of this Article of these Rules and Regulations;
 - (d) Three (3) copies of the Erosion Control Plan as specified in Section 6.0 of this Article of these Rules and Regulations;
 - (e) Three (3) copies of the Operation and Maintenance Plan as specified in Section 7.0 of this Article of these Rules and Regulations;
 - (f) An acknowledgement of the Site Inspections and Final Reports requirements as specified in Section 8.0 of this Article of these Rules and Regulations; and
 - (g) Payment of any application and review fees.

4.3. Fee Structure. The Department of Public Works shall obtain with each submission an Application Fee payable to the Town of Falmouth. Applicants shall pay review fees as listed below to cover any expenses connected with the public hearing and review of the Stormwater Management Permit Application before the review process commences. The Department of Public Works may, at the applicant's expense, retain a registered P.E. or other professional consultant to advise the Department of Public Works or Reviewing Agent on any or all aspects of these plans. **NOTE, FEES CAN BE WHATEVER WE WANT**

- (1) Application fee for single family residential or duplex only\$100
- (2) Application fee for projects from 1 to 2 acres\$200
- (3) Application fee for projects from 3 to 10 acres\$300
- (4) Application fee for projects greater than 10 acres\$500
- (5) Application fee for a resubmittal / amendment.....\$100
- (6) Fees for a professional peer review Assessed on a case by case basis

4.4. Information Requests. The applicant shall submit all additional information requested by the Department of Public Works or Reviewing Agent to issue a decision on the application.

4.5. Actions. The Department of Public Works or Reviewing Agent's action, rendered in writing, shall consist of either:

- (1) "Approval" of the Stormwater Management Permit Application based upon determination that the proposed Stormwater Management Plan meets the Standards and will adequately protect the water resources of the community and is in compliance with the requirements set forth in these rules and regulations;
- (2) "Approval with Conditions" of the Stormwater Management Permit Application subject to any conditions, modifications, or restrictions that will ensure the proposed Stormwater Management Plan meets the Standards and will adequately protect the water resources of the community and is in compliance with the requirements set forth in these rules and regulations;
- (3) "Disapproval" of the Stormwater Management Permit Application based upon determination that the proposed Stormwater Management Plan, as submitted, does not meet the Standards or will not adequately protect the water resources of the community and is not in compliance with the requirements set forth in these rules and regulations.

- 4.6. Appeals. The applicant may appeal the decision, within thirty (30) consecutive calendar days, to the Superior Court, in accordance with M.G.L. Ch. 249 §4.
- 4.7. Access Permission. To the extent permitted by Massachusetts law, the Department of Public Works, Reviewing Agent, or their designee and third-party inspector may enter upon privately owned property for the purpose of performing their duties under these rules and regulations and may make or cause to be made such examinations, surveys or sampling as the Reviewing Agent deems reasonably necessary to determine compliance with the Stormwater Management Permit.
- 4.8. Plan Changes. The permittee must notify the Department of Public Works in writing of any drainage change or alteration in the system authorized in the Stormwater Management Permit before any change or alteration is made. If the Department of Public Works or Reviewing Agent determines that the change or alteration is significant, based on the Standards, the requirements set forth in these rules and regulations, or accepted construction practices, the Department of Public Works or Reviewing Agent may require that an amended application be filed. If any change or alteration from the Stormwater Management Permit occurs during any land disturbing activities, the Department of Public Works or Reviewing Agent may require the installation of interim erosion and sedimentation control measures before approving the change or alteration.

5.0 Stormwater Management Permit Application

- 5.1. The Stormwater Management Permit Application shall consist of a submittal of a Stormwater Management Plan to the Department of Public Works. This Stormwater Management Plan shall contain sufficient information for the Department of Public Works, Reviewing Agent, or their designee to evaluate the environmental impact, effectiveness, and acceptability of the measures proposed by the applicant for reducing adverse impacts from stormwater. The Stormwater Management Plan shall be designed to meet the Standards, as set forth in Section 5.3 of this Article of these Rules and Regulations, and the Massachusetts DEP Stormwater Handbook Volumes 1, 2, and 3, as amended.
- 5.2. The Stormwater Management Plan shall full describe the project in drawings and narrative. It shall include, as a minimum, the following:
 - (1) Names, addresses, and telephone numbers of the owner, applicant, and person(s) or firm(s) preparing the plan;
 - (2) Project narrative containing relevant information related to stormwater requirements;
 - (3) Locus map of the site;

- (4) Description of existing and proposed conditions;
- (5) Existing and proposed zoning and land use at the site;
- (6) Existing and proposed easements and utilities at the site;
- (7) Existing and proposed topography (1-foot or 2-foot interval contours with additional spot grades as needed to depict detailed drainage patterns) at the site;
- (8) Existing and proposed hydrology, watershed boundaries, drainage area, and stormwater flow paths;
- (9) Existing and proposed stormwater conveyances, impoundments, and wetlands into which stormwater flows at and adjacent to the site;
- (10) Existing and proposed 100-year flood plain, if applicable;
- (11) Estimated high groundwater elevation (November to April) as determined via completion of representative test pits or other suitable geological investigations in areas to be used for stormwater retention, detention, or infiltration;
- (12) Description of subsurface conditions in areas to be used for stormwater retention, detention, or infiltration;
- (13) Plans, drawings, and descriptions of proposed drainage system and all components including:
 - (a) Locations, cross sections, and profiles of all stormwater conveyances such as drainage swales and their method of stabilization;
 - (b) All measures for the detention, retention, and/or infiltration of stormwater;
 - (c) All measures for the protection of water quality;
 - (d) The structural details and sizing for all components of the proposed drainage systems and stormwater management facilities;
 - (e) Notes on drawings specifying materials to be used, construction specifications, and typical details and cross-sections;
 - (f) Analysis of existing and proposed hydrology with supporting calculations;
 - (g) Calculations supporting the estimate of stormwater treatment performance;
 - (h) Calculations supporting the design of infiltration practices, including design infiltration rates, estimated dewatering times, and mounding analyses, where applicable;
- (14) Stormwater runoff shall be calculated using latest Northeast Regional Climate Center (NRCC) extreme precipitation amounts for recurrence intervals (storm events) 2-, 10-, 25-, 50- and 100-year frequencies;

- (15) An Erosion and Sediment Control Plan as detailed in Section 6.0 of this Article of these Rules and Regulations;
- (16) An Operation and Maintenance Plan as detailed in Section 7.0 of this Article of these Rules and Regulations;
- (17) Documents must be stamped and certified by a qualified P.E. registered in Massachusetts; and
- (18) Any other information requested by the Department of Public Works or Reviewing Agent.

5.3. Stormwater Management Standards. Projects shall meet the Massachusetts DEP Stormwater Management Standards, as amended, which are as follows: **NOTE, THIS SECTION IS DIRECT FROM THE PERMIT AND CAN'T BE CHANGED.**

- (1) No new stormwater conveyances (e.g. outfalls) may discharge untreated stormwater directly to or cause erosion in wetlands or waters of the Commonwealth of Massachusetts.
- (2) The design of treatment and infiltration practices should follow the guidance in Volume 2 of the Massachusetts Stormwater Handbook, as amended, or other federally or State approved BMP design guidance.
- (3) Stormwater management systems on new development sites shall be designed to:
 - (a) Not allow new stormwater conveyances to discharge untreated stormwater in accordance with Massachusetts Stormwater Handbook Standard 1;
 - (b) Control peak runoff rates in accordance with Massachusetts Stormwater Handbook Standard 2;
 - (c) Recharge groundwater in accordance with Massachusetts Stormwater Handbook Standard 3;
 - (d) Eliminate or reduce the discharge of pollutants from land uses with higher pollutant loads as defined in the Massachusetts Stormwater Handbook in accordance with Massachusetts Stormwater Handbook Standard 5;
 - (e) Protect Zone II or Interim Wellhead Protection Areas of public water supplies in accordance with Massachusetts Stormwater Handbook Standard 6;
 - (f) Implement long term maintenance practices in accordance with Massachusetts Stormwater Handbook Standard 9;
 - (g) Optimize stormwater BMPs for nitrogen and phosphorus removal to the maximum extent practicable; and
 - (h) Require that all stormwater management systems be designed to:
 - i. Retain the volume of runoff equivalent to, or greater than, one (1.0) inch multiplied by the total post-construction impervious surface area on the site AND/OR

- ii. Remove 90% of the average annual load of Total Suspended Solids (TSS) generated from the total post-construction impervious area AND 60% of the average annual load of Total Phosphorus (TP) generated from the total post-construction impervious surface area on the site. Pollutant removal shall be calculated consistent with EPA Region 1's BMP Performance Extrapolation Tool or other BMP performance evaluation tool provided by EPA Region 1, where available. If EPA Region 1 tools do not address the planned or installed BMP performance any federally or state approved BMP design guidance or performance standards (e.g. state stormwater handbooks and design guidance manuals) may be used to calculate BMP performance.
- (4) Stormwater management systems on redevelopment sites shall be designed to:
- (a) Not allow new stormwater conveyances to discharge untreated stormwater in accordance with Massachusetts Stormwater Handbook Standard 1;
 - (b) Control peak runoff rates in accordance with Massachusetts Stormwater Handbook Standard 2;
 - (c) Recharge groundwater in accordance with Massachusetts Stormwater Handbook Standard 3;
 - (d) Meet the pretreatment and structural best management practices requirements of Massachusetts Stormwater Standards 5 and 6;
 - (e) Optimize stormwater BMPs for nitrogen and phosphorus removal to the maximum extent practicable; and
 - (f) Require:
 - i. Retaining the volume of runoff equivalent to, or greater than, 0.80 inch multiplied by the total post-construction impervious surface area on the site AND/OR
 - ii. Removing 80% of the average annual post-construction load of Total Suspended Solids (TSS) generated from the total post-construction impervious area on the site AND 50% of the average annual load of Total Phosphorus (TP) generated from the total post-construction impervious surface area on the site. Pollutant removal shall be calculated consistent with EPA Region 1's BMP Performance Extrapolation Tool or other BMP performance evaluation tool provided by EPA Region 1 where available. If EPA Region 1 tools do not address the planned or installed BMP performance any federally or state approved BMP design guidance or performance standards (e.g. state stormwater handbooks and design guidance manuals) may be used to calculate BMP performance.
- (5) Stormwater management systems on redevelopment sites may utilize offsite mitigation within the same USGS Hydrologic Unit Code (HUC) 10 as the redevelopment site to meet the equivalent retention or pollutant removal requirements in Section 5.3(4) of this Article of these Rules and Regulations.

- (6) Redevelopment activities that are exclusively limited to maintenance and improvement of existing roadways, (including widening less than a single lane, adding shoulders, correcting substandard intersections, improving existing drainage systems, and repaving projects) shall improve existing conditions where feasible and are exempt from part Section 5.3(4)(a)-(e) of this Article of these Rules and Regulations. Roadway widening or improvements that increase the amount of impervious area on the redevelopment site by greater than or equal to a single lane width shall meet the above requirements.

6.0 Erosion and Sediment Control Plan

6.1. The Stormwater Management Permit Application shall include submittal of an Erosion and Sediment Control Plan to the Department of Public Works. This Erosion and Sediment Control Plan shall contain sufficient information for the Department of Public Works, Reviewing Agent, or their designee about the nature and purpose of the proposed development, pertinent conditions of the site and adjacent areas, proposed erosion and sedimentation controls, and proposed control for other wastes on construction sites such as demolition debris, litter, and sanitary wastes to ensure they are not discharged to the MS4, drainage system, or waters of the United States or Commonwealth of Massachusetts. The applicant shall submit such material as is necessary to show that the proposed development will comply with the design requirements as follows:

- (1) Minimize total area of disturbance;
- (2) Sequence activities to minimize simultaneous areas of disturbance;
- (3) Minimize soil erosion and control sedimentation during construction, provided that prevention of erosion is preferred over sedimentation control;
- (4) Divert uncontaminated water around disturbed areas;
- (5) Maximize infiltration and groundwater recharge;
- (6) Install, inspect, and maintain all Erosion and Sediment Control measures in accordance with the manufacturer's specifications and good engineering practices;
- (7) Prevent off-site transport of sediment and wastes;
- (8) Protect all storm drain inlets and armor all newly constructed outlets;
- (9) Protect and manage on and off-site material storage areas (overburden and stockpiles of dirt, borrow areas, or other areas used solely by the permitted project are considered a part of the project);

- (10) Comply with applicable federal, state and local laws and regulations including waste disposal, sanitary sewer or septic system regulations, and air quality requirements, including dust control;
 - (11) Institute interim and permanent stabilization measures, which shall be instituted on a disturbed area as soon as practicable but no more than fourteen (14) days after construction activity has temporarily or permanently ceased on that portion of the site;
 - (12) Properly manage on-site construction waste and materials;
 - (13) Stabilize construction site entrances and exits and prevent off-site vehicle tracking of sediments; and
 - (14) Ensure that any stormwater BMP (for post-construction stormwater management) installed during construction will be protected from compaction, siltation, and erosion or will be restored or replaced such that the BMP will be capable of functioning as designed in accordance with these rules and regulations.
- 6.2. The content of the Erosion and Sediment Control Plan shall contain the following information:
- (1) Names, addresses, and telephone numbers of the owner, applicant, and person(s) or firm(s) preparing this plan;
 - (2) Title, date, north arrow, names of abutters, scale, legend, and locus map;
 - (3) Location and description of natural features including:
 - (a) Watercourses and water bodies, wetland resource areas and all floodplain information, including the 100-year flood elevation based upon the most recent Flood Insurance Rate Map, or as calculated by a qualified P.E. for areas not assessed on these maps;
 - (b) Existing vegetation including tree lines, canopy layer, shrub layer, and ground cover, and trees with a caliper twelve (12) inches or larger, noting specimen trees and forest communities; and
 - (c) Habitats mapped by the Massachusetts Natural Heritage & Endangered Species Program as Endangered, Threatened or of Special Concern, Estimated Habitats of Rare Wildlife, and Certified Vernal Pools, and Priority Habitats of Rare Species within five hundred (500) feet of any construction activity.
 - (4) Lines of existing abutting streets showing drainage and driveway locations and curb cuts, including immediately downstream of the project;

- (5) Existing soils, volume and nature of imported soil materials;
- (6) Topographical features including existing and proposed contours at intervals no greater than one (1) feet with spot elevations provided when needed;
- (7) Surveyed property lines showing distances and monument locations, all existing and proposed easements, rights-of-way, and other encumbrances, the size of the entire parcel, and the delineation and number of square feet of the land area to be disturbed;
- (8) Drainage patterns and approximate slopes anticipated after major grading activities;
- (9) Location and details of erosion and sediment control measures with a narrative of the construction sequence/phasing of the project, including both operation and maintenance for structural and non-structural measures, interim grading, and material stockpiling areas;
- (10) Path and mechanism to divert uncontaminated water around disturbed areas, to the maximum extent practicable;
- (11) Location and description of and implementation schedule for temporary and permanent seeding, vegetative controls, and other stabilization measures;
- (12) A description of construction and waste materials expected to be stored on-site. The Plan shall include a description of controls to reduce pollutants from these materials, including storage practices to minimize exposure of the materials to stormwater, and spill prevention and response;
- (13) A description of provisions for phasing the project where one acre of area or greater is to be altered or disturbed;
- (14) A description of how the project owner will inspect the site during the course of construction to monitor the management of stormwater in accordance with applicable town, state, and federal regulations;
- (15) Plans must be stamped and certified by a qualified P.E. registered in Massachusetts or a CPESC; and
- (16) Such other information as is required by the Department of Public Works or Reviewing Agent.

7.0 Operation and Maintenance Plan

7.1. The Stormwater Management Permit Application shall include a submittal of Operation and Maintenance Plan (O&M Plan) to the Department of Public Works or Reviewing Agent. This O&M Plan shall be designed to ensure compliance with the Stormwater Management Permit, these rules and regulations, and that the Massachusetts Surface Water Quality Standards, 314 CMR 4.00, are met in all seasons and throughout the life of the system. The Department of Public Works or Reviewing Agent shall make the final decision of what maintenance option is appropriate in a given situation. The Department of Public Works, Reviewing Agent, or their designee will consider natural features, proximity of the site to MS4 infrastructure, proximity of the site to waterbodies and wetlands, extent of impervious surfaces, size of the site, the types of stormwater management structures, and potential need for ongoing maintenance activities when making this decision. The O&M Plan shall remain on file with the Department of Public Works and shall be an ongoing requirement. The O&M Plan shall include:

- (1) The name(s) of the owner(s) of all components of the system;
- (2) Maintenance agreements that specify:
 - (a) The names and addresses of the person(s) responsible for operation and maintenance
 - (b) The person(s) responsible for financing maintenance and emergency repairs.
 - (c) A Maintenance Schedule that includes routine inspection along with routine and non-routine maintenance tasks for each BMP.
 - (d) A list of easements, if applicable, with the purpose and location of each.
 - (e) The signature(s) of the owner(s).
 - (f) Estimated operation and maintenance budget.
 - (g) The responsible party shall:
 - i. Maintain a log of all operation and maintenance activities for the last three years including inspections, repair, replacement, and disposal (the log shall indicate the type of material and the disposal location);
 - ii. Make this log available to the Department of Public Works, Reviewing Agent, or their designee and the Commonwealth of Massachusetts upon request; and
 - iii. Allow DEP and the Reviewing Agent or their designee to inspect each BMP to determine whether the responsible party is implementing the Operation and Maintenance Plan.
- (3) Stormwater Management Easement(s).
 - (a) Stormwater management easements shall be provided by the property owner(s) as necessary for:
 - i. Access for facility inspections and maintenance;
 - ii. Preservation of stormwater runoff conveyance, infiltration, and detention areas and facilities, including flood routes for the 100-year storm event; and

- iii. Direct maintenance access by heavy equipment to structures requiring regular cleanout.
 - (b) The purpose of each easement shall be specified in the maintenance agreement signed by the property owner.
 - (c) Stormwater management easements are required for all areas used for off-site stormwater control, unless a waiver is granted by the Department of Public Works or Reviewing Agent.
 - (d) Easements shall be recorded by the Owner with the Barnstable County Registry of Deeds prior to issuance of a Certificate of Completion.
- (4) Changes to Operation and Maintenance Plans.
- (a) The owner(s) of the stormwater management system must notify the Department of Public Works of changes in ownership or assignment of financial responsibility.
 - (b) The maintenance schedule in the Maintenance Agreement may be amended to achieve the purposes of these rules and regulations by mutual agreement of the Department of Public Works or Reviewing Agent, and the responsible parties. Amendments must be in writing and signed by all responsible parties. Responsible parties shall include owner(s), persons with financial responsibility, and persons with operational responsibility during future years.
- 7.2. Stormwater infrastructure shall be privately owned, inspected and maintained per the Operation and Maintenance procedures approved for the project. Inspection and maintenance logs shall be provided to the Department of Public Works on a yearly basis by final day in June for the Town to use in preparation of its annual report to the US EPA as part of the NPDES MS4 Permit requirements.
- 7.3. Landowner shall provide the Department of Public Works an annual report prepared and stamped by a Massachusetts Licensed Professional Engineer documenting and certifying performance of required maintenance and providing an assessment of overall system performance.
- 7.4. The O&M Plan shall include procedures for using dedicated funds, establishing an escrow account, and/or developing a maintenance contract, if determined appropriate to ensure adequate long-term maintenance.
- 7.5. Stormwater Management operation and maintenance duties shall be recorded with the deed for each lot in a subdivision. The applicant may elect to setup a home owner's association (HOA) or other means to ensure all BMPs are inspected and maintained as required.
- 7.6. Long-term operators responsible for O&M Plan implementation shall submit an annual report to the Department of Public Works documenting all inspection and maintenance completed on the stormwater system.

8.0 Site Inspections and Final Reports

- 8.1. Pre-Construction Meeting. Prior to starting clearing, excavation, construction, or disturbance of land, the Applicant, the Applicant's technical representative, the general contractor, or any other person with authority to make changes to the project, shall meet with the Department of Public Works or Reviewing Agent to review the permitted Stormwater Management, Erosion and Sediment Control, and Operation and Maintenance Plans and their implementation.
- 8.2. Permittee Erosion and Sediment Control Inspections. The permittee shall conduct and document inspections of all erosion and sediment control measures no less than weekly or as specified in the Stormwater Management Permit, and prior to and following anticipated storm events. The purpose of such inspections is to determine the overall effectiveness of the erosion and sediment control plan, and the need for maintenance or additional control measures. The permittee shall submit monthly erosion and sediment control reports to the Department of Public Works in a format approved by the Department of Public Works.
- 8.3. Routine Inspections. Routine inspections shall be performed as follows:
 - (1) Initial Site Inspection: prior to approval of any permit/plan;
 - (2) Erosion and Sediment Control Inspection: to ensure erosion and sediment control measures are in place and stabilized, and to ensure erosion control practices are in accordance with the filed plan.
 - (3) Site Clearing has been substantially completed;
 - (4) Rough Grading has been substantially completed;
 - (5) Final Grading has been substantially completed;
 - (6) Bury Inspections: prior to backfilling of any underground drainage or stormwater structures;
 - (7) Close of the Construction Season;
 - (8) Landscaping (permanent stabilization); and
 - (9) Final Inspection. After the stormwater management system has been constructed, and before any surety is released, the Applicant must submit a record as-built plan detailing the actual stormwater management system as installed. Such plans shall show compliance with the final approved plans by the Department of Public Works. The Department of Public Works, Reviewing Agent, or their designee shall inspect the system to confirm its "as-built" features. This inspector shall also evaluate the effectiveness of the system in an

actual storm. If the inspector finds the system to be adequate, he/she shall so report to Department of Public Works which will issue a Certificate of Completion.

- 8.4. Inspector Qualifications. Inspections shall be performed by an independent third-party registered Professional Engineer or CPESC. Alternatively, inspections shall be performed by a qualified employee of the Town of Falmouth.
- 8.5. Final Reports. Upon completion of the work, the permittee shall submit a report (including certified as-built construction plans) to the Department of Public Works from a P.E. or CPESC. As-built drawings shall be submitted no later than one year after completion of construction projects. The as-built drawings must depict all on site controls, both structural and non-structural, designed to manage the stormwater associated with the completed site (post-construction stormwater management). The report shall certify that all permitted construction, plans, and approved changes and modifications, were completed in accordance with the conditions of the approved Stormwater Management Permit. Any discrepancies should be noted in the report.

If the system is found to be inadequate by virtue of physical evidence of operational failure, even though it was built as called for in the Stormwater Management Plan, it shall be corrected by the permittee before the performance guarantee is released. If the permittee fails to act the Town of Falmouth may use the surety bond to complete the work. Examples of inadequacy include but are not limited to: errors in the infiltrative capability, errors in the maximum groundwater elevation, failure to properly define or construct flow paths, or erosive discharges from basins or other structural BMPs.

9.0 Certification of Completion

The Department of Public Works will issue a letter certifying completion upon receipt and approval of the final inspection reports and/or upon otherwise determining that all work of the Stormwater Management Permit has been satisfactorily completed in conformance with these rules and regulations. The Department of Public Works or Reviewing Agent may, in addition to certifying satisfactory completion of the project, require ongoing maintenance procedures as outlined O&M Plan and/or work deemed necessary by the Department of Public Works or Reviewing Agent.

10.0 Waivers and Provisions for Relief

- 10.1. The Department of Public Works or Reviewing Agent may waive strict compliance with any requirement of this Article promulgated hereunder, where:
 - (1) Such action is allowed by federal, state and local statutes and/or regulations;
 - (2) It is in the public interest;

- (3) A public safety issue exists; and/or
- (4) It is consistent with the purpose and intent of this Article.

10.2. Any applicant may submit a written request to be granted such a waiver. Such a request shall be accompanied by an explanation or documentation supporting the waiver request and demonstrating that strict application of this Article does not further the purposes or objectives of this Article. The Department of Public Works or Reviewing Agent may require documentation to be submitted and stamped by a qualified P.E. registered in Massachusetts or a Certified Professional in Erosion and Sediment Control (CPESC).

11.0 Surety

The Department of Public Works may require the permittee to post before the start of land disturbance or construction activity, a surety bond, irrevocable letter of credit, cash, or other acceptable security. The form of the bond shall be approved by Department of Public Works, and be in an amount deemed sufficient by the Department of Public Works to ensure that the work will be completed in accordance with the permit. If the project is phased, the Department of Public Works may release part of the bond as each phase is completed in compliance with the Stormwater Management Permit but the bond may not be fully released until the Department of Public Works has received the final inspection report as required by the Stormwater Management Rules and Regulations and issued a Certificate of Completion.

End of Document

BUSINESS

1. Discussion/update on COVID-19 issues

Town Committee Vacancies

The Falmouth Select Board announces the following vacancies on Town committees:

Committee	Term Until
Affirmative Action Committee (2 positions)	6/30/22, 6/30/24
Beach Committee (1 alternate position)	11/1/21
Board of Survey (2 positions)	6/30/24
Building Code Board of Appeals (1 position)	6/30/25
Cable Advisory Committee (3 positions)	6/30/23, 6/30/24
Cape Cod Commission (1 position)	4/24/24
Cape Light Compact JPE (1 position)	6/30/24
Commission on Disabilities (5 positions)	6/30/22, 6/30/23, 6/30/24
Conservation Commission (2 alternate positions)	6/30/22, 6/30/23
Constable (1 position)	6/30/24
Council on Aging (1 position)	6/30/24
Cultural Council (6 positions)	6/30/22, 6/30/24
EDIC (2 positions)	6/30/24
Edward Marks Building Advisory Committee (1 position)	12/31/21
Energy Committee (2 positions)	6/30/23, 6/30/24
Human Services Committee (2 positions)	6/30/24
Transportation Management Committee (1 position)	6/30/24
Water Quality Management Committee (1 position)	6/30/24
Zoning Board of Appeals (2 alternate positions)	6/30/24, 6/30/26

Applications are available on the Town website <https://ma-falmouth.civicplus.com/647/Town-Committees>. Please submit applications to the Office of the Select Board.

BUSINESS

2. Interview, vote and appoint committee members

a. Affirmative Action Committee

- Terry Alves-Hunter

- Dale Kapp

Affirmative Action Committee (5-member committee)

Two positions

1. 1 position with a term until 6/30/2022
2. 1 position with a term until 6/30/2024

Two applicants

1. Terry-Alves-Hunter
2. Dale Kapp



TOWN OF FALMOUTH

BOARD, COMMITTEE OR COMMISSION
APPLICATION FORM

If you are interested in serving the Town of Falmouth in any capacity, please fill out this form and mail it to the Select Board, Falmouth Town Hall, 59 Town Hall Square, Falmouth, MA 02540. Information received will be available to all Town Boards and Officials, although the filling out of this form does not assure appointment. If selected for an interview, you may wish to submit a resume or additional information. This form and a listing of all boards and committees can be found on the Falmouth website: www.falmouthma.gov.

Name: TERRY ALVES-HUNTER

Address: 451 EAST FALMOUTH HWY Village: E FALMOUTH ZIP: 02536

Mailing Address: SAME Village: _____ ZIP: _____

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident 2019 (date: 8/2019) / Taxpayer ✓ (date: 8/2019)

Amount of time you are available to give: _____

Town Committee, Board or Commission you are interested in serving on:

- AFFIRMATIVE ACTION
- _____
- _____

Seeking: Permanent Position Alternate Position

Have you attended any meetings of the committee for which you are applying? YES

Relevant affiliation and work and personal experiences: I AM AN ADVOCATE FOR SPECIAL EDUCATION, DIVERSITY, INCLUSION

Town offices held in Falmouth or elsewhere and dates of years served: N/A

Briefly describe the particular skills you feel you will add to the committee or board: _____

LIVED EXPERIENCE

HR ADMINISTRATOR

You may attach a resume to this application.

List three (3) references:

	<u>Name</u>	<u>Title</u>	<u>Phone</u>
1.	_____	_____	_____
2.	_____	<u>SEE ATTACHMENTS</u>	_____
3.	_____	_____	_____

I hereby certify that I have been provided a summary of Massachusetts General Law 268A, the Conflict of Interest of Law, I have read the material provided, and to the best of my understanding have no potential or actual conflict of interest.

I have received a copy of the Select Board's Appointment Policy and read the material provided.

06/16/21

DATE



APPLICANT'S SIGNATURE

In the event the applicant cannot sign this statement, you should provide an explanation of the reason (s) why if you still wish consideration for appointment.



Terry Alves-Hunter

Multicultural Outreach Coordinator

Contact



Areas of Expertise

- » Outreach coordination
- » Inclusion and Diversity
- » Accounting
- » Financial Budgeting
- » Office Management
- » Legal
- » Operations Management
- » Written & Oral Communication
- » Administrative Assistance

Professional Experience

Summary

Results-driven Operations, Accounting, and Administrative professional offering over 20 years of experience in the field of Advocacy, Legal, and Welfare.

Has a proven track record of successfully implementing efficiencies both operationally and financially. Is a dedicated and loyal employee who understands how to effectively work with others in a team environment to succeed.

A highly accurate worker who has demonstrated talent to prioritize tasks and possesses the right skills to efficiently manage an office. Takes initiative, is motivated, and strives for high-quality outcomes.

An advocate for individuals and communities with a great passion for foster care and ensuring that children go to a safe home.

Parent/Professional Advocacy League | Worcester, MA

Dec 2020 – Present | **Multicultural Outreach Coordinator**

- » Responsible for relationship building with community groups, human service agencies, and others to educate them about PPAL and available resources.
- » Recruit families from diverse cultural backgrounds and provide information about potential family partner roles, identifying new opportunities for outreach and engagement, and delivering educational workshops.
- » Assist the Project Coordinator with Juvenile Justice in Family Support Leadership activities, development and production of reports on family support; attend the monthly JDAI regional steering committee meeting.
- » Involved in training families about telling their own stories and visit detention facilities in the region to engage parents.
- » Responsible for collecting contact information for individuals engaged during outreach as well as event and training information and entering it into a database.

Booth Law, PC | Barnstable, MA

Sep 2019 – March 2021 | **Paralegal/IT Professional**

- » Supported the attorneys with investigations and gathering of facts for cases in legal areas such as Wills & Trust, Estate Planning, Tax, Business, Probate & Trust Administration, and Title Services.
- » Conducted research on relevant laws, regulations, and legal articles.
- » Worked with the attorneys and clients on preparing inventories, accountings, and other financial matters.
- » Organized and maintained documents in paper and electronic filing systems.
- » Gathered and arranged evidence and other legal documents for attorney review and case preparations.
- » Drafted correspondence and legal documents, such as contracts.
- » Filed exhibits, briefs, appeals, and other legal documents with the court.
- » Called clients, witnesses, lawyers, and outside vendors to schedule interviews, meetings, and depositions.

Education

PC Repair & IT

Mattapan Greater Boston School of Technology
2012

Lead Auditor Certification

Duke Engineering
1997

Associate's Degree, Criminal Justice

Fisher College
1997

Certifications

Notary Public

State of Massachusetts & Mississippi
1996 - Present

Ladies Auxiliary

VFW Post 1018 & Boston, MA
2012 - Present

Foster Parent & Advocate

2012 - Present

Zumba Instructor & Nutrition Coach

2013 - Present

Family Advisory Committee

Department of Children & Families
2015 - Present

Memberships

Whale and Dolphin Foundation

Board Member of Diversity and Inclusion Hiring

Vital Networks-Racial Equity

Inclusion and Mental Health Board

Cape Verdean Culture Center

Board Member

Falmouth School District SEPAC

Co-Chair

Professional Experience

The Authenticity Institute | Remote

May 2016 – Sep 2019 | **Director Of Operations**

- » Responsible for all operational expenses including expenses, department revenues, cash flow, and more.
- » Communicate frequently with team members across the world to improve operations and ensure procedures are being followed.
- » Act as Bookkeeper for The Authenticity Institute, managing various financial tasks for the company and meet regularly with Executive Leadership to present operational efficiencies.
- » In charge of financial tasks including A/R, A/P, payroll, federal compliance, bank reconciliations, and wire transfers.

The Field Companies, Inc. | Watertown, MA

Sep 1999 – Oct 2017 | **Billing Administrator & Assistant to the President**

- » Responsible for handling all accounting for the company, including purchase orders, A/R, A/P, bank reconciliation, US Postal reconciliation, and quality control.
- » Prepared year-end financial reports for Chief Financial Officer.
- » Assisted the President of the company to ensure scheduling and travel expenses were properly handled at all times.
- » Managed billing, mailings, and invoices for clients within Microsoft Office suite.
- » Implemented process efficiencies to ensure the accounting spreadsheet was updated frequently and data was accurate.

Protection Technology, Inc. | Plymouth, MA

1996 – 1998 | **Access Authorization Supervisor & Specialist**

- » Worked closely with Boston Edison Licensing to coordinate, review and update procedures for nuclear power plant security.
- » Maintained database and files of personnel with access to the Nuclear Plant
- » Drafted revisions to regulatory committees requiring security documents and submitted licensee to Nuclear Regulatory Commission for approval.

Community Services

- » Foster Parent Advocate
- » Education Support at NAACP Organization
- » NAPSE (National Allies for Parents with Kids in Special Education)
- » Parent Education Advocate
- » Certified Peer Support Professional for Children
- » SEPAC Co-Chair Falmouth Public Schools
- » Lead Auditor Trained for Legal Compliance
- » Domestic Violence Advocate
- » CASA-Court Appointed Special Advocate
- » Multi-Cultural Outreach Coordinator
- » Family Advisory Committee - DCF
- » Licensed Zumba Instructor and Plate by Zumba Nutritionist
- » Member of COPAA, NFPA, LDA, CEC
- » Attachment and Trauma Network



TOWN OF FALMOUTH

**BOARD, COMMITTEE OR COMMISSION
APPLICATION FORM**

If you are interested in serving the Town of Falmouth in any capacity, please fill out this form and mail it to the Select Board, Falmouth Town Hall, 59 Town Hall Square, Falmouth, MA 02540. Information received will be available to all Town Boards and Officials, although the filling out of this form does not assure appointment. If selected for an interview, you may wish to submit a resume or additional information. This form and a listing of all boards and committees can be found on the Falmouth website: www.falmouthma.gov.

Name: Dale Kapp

Address: 29 Seabrook Drive Village: Teaticket ZIP: 02536

Mailing Address: As Above Village: _____ ZIP: _____

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident 12 yr (date: 2009) / Taxpayer ~32 yr (date: ~10/89)

Amount of time you are available to give: 10 hrs/week, other as needed

Town Committee, Board or Commission you are interested in serving on:

1. Affirmative Action - Diversity & Inclusion
2. _____
3. _____

Seeking: Permanent Position Alternate Position

Have you attended any meetings of the committee for which you are applying? yes, past 3 years

Relevant affiliation and work and personal experiences: _____

Personal: multi-racial perspective based upon my African-Caucasian heritage. Work: At 3 biotech companies I requested/achieved employee diversity training. I also worked with an HR department to collaborate with Harvard/Tufts/U MA to start ensuring their scientific degree programs included a more diverse student population. I worked as a member of industry/government groups to write, interpret and apply regulatory policy.

Town offices held in Falmouth or elsewhere and dates of years served: Falmouth Town Meeting Member prior was for 3 yrs ?dates, but did not elect to continue; current is 2019-2021.

Briefly describe the particular skills you feel you will add to the committee or board: _____

I believe my 3 years of attending almost all of this committee's meetings shows my dedication to the committee. Living my

African-Caucasian heritage has allowed me to gain insight into the committee's social justice focus. Ridiculously, I'm told on

one hand I'm not black enough, and on the other I'm too black. So, I understand in a dual way, the challenge of prejudice. As is becoming

more evident, such prejudice exists against all types of differences. We need more information made available, so that our residents

become educated in recognizing and opposing the many forms of injustice. As a co-creator and instructor of Biotechnology at NE

University's evening school, I've honed skills in finding creative ways to educate. This committee's focus leads to a heightened and shared

understanding of social justice and how to think and act in that regard. To that end, we seek to shine a light upon educational opportunities and materials.

You may attach a resume to this application.

List three (3) references:

	<u>Name</u>	<u>Title</u>	<u>Phone</u>
1.	<u>Patricia Oshman</u>	<u>Current Co-Chair AA Committee</u>	<u>[REDACTED]</u>
2.	<u>Joanne Treistman</u>	<u>Former Co-Chair AA Committee</u>	<u>[REDACTED]</u>
3.	<u>Lynne Rhodes</u>	<u>Current Member of AA Committee</u>	<u>[REDACTED]</u>

I hereby certify that I have been provided a summary of Massachusetts General Law 268A, the Conflict of Interest of Law, I have read the material provided, and to the best of my understanding have no potential or actual conflict of interest.

I have received a copy of the Select Board's Appointment Policy and read the material provided.

6-29-2021

DATE

Dale Kapp
APPLICANT'S SIGNATURE

In the event the applicant cannot sign this statement, you should provide an explanation of the reason (s) why if you still wish consideration for appointment.

BUSINESS

2. Interview, vote and appoint committee members

- b. Cape Light Compact
 - Matthew Patrick

Cape Light Compact (1 Falmouth Representative)

One position

1. 1 position with a term until 6/30/2024

One applicant

1. Matthew Patrick



TOWN OF FALMOUTH

**BOARD, COMMITTEE OR COMMISSION
APPLICATION FORM**

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Name: Matthew C. Patrick

Address: Village: ZIP: 24 Collins Road, Waquoit, MA 02536

Mailing

Address: Village: ZIP: PO Box 3252, Waquoit, MA 02536-3252

Telephone: [REDACTED]

Email: [REDACTED]

How long have you been a Resident _1980_____ (date:) / Taxpayer1981_____ (date:)

Amount of time you are available to give: approximately 5 to 10 hours per week

Town Committee, Board or Commission you are interested in serving on:

1. Cape Light Compact
- 2.
- 3.

Seeking: Permanent Position Alternate Position **Permanent position**

Have you attended any meetings of the committee for which you are applying? **Not recently but was there at its inception as Falmouth's first representative.**

Relevant affiliation and work and personal experiences: **From the beginning I was part of the team that researched, developed, advocated for and passed into legislation the section of the Mass. Restructuring Act that enabled municipal aggregation upon which the Cape Light Compact was established. At the time I was the executive director of the Cape and Islands Self-Reliance, a non-profit dedicated to community self-reliance in energy, water and food.**

Town offices held in Falmouth or elsewhere and dates of years served:

Town Meeting Member 1995 to present.

Board of Selectmen, 1996 - 2001

Briefly describe the particular skills you feel you will add to the committee or board:

I have extensive knowledge about the municipal aggregation legislation passed as part of the Restructuring Act. I also have extensive practical experience working as a solar installation contractor (1981-1986) and then as the executive director of Self-Reliance. Also, as a state representative for ten years (2000-2010) I researched, developed, and passed into law several significant energy bills which are mentioned in my attached resume.

You may attach a resume to this application.

List three (3) references:

Name Title Phone

1. Ron Zweig, Current Falmouth Representative to the Cape Light Compact, [REDACTED]
2. Scott Ridley, Principal, Ridley and Associates, [REDACTED]
3. Eric Turkington, Esquire, [REDACTED]

I hereby certify that I have been provided a summary of Massachusetts General Law 268A, the Conflict of Interest of Law, I have read the material provided, and to the best of my understanding have no potential or actual conflict of interest.

I have received a copy of the Select Board's Appointment Policy and read the material provided.

DATE APPLICANT'S SIGNATURE

 7/27/21

In the event the applicant cannot sign this statement, you should provide an explanation of the reason (s) why if you still wish consideration for appointment.

**Town of Falmouth
Board of Selectmen
COMMITTEE APPOINTMENT POLICY**

Adopted September 29, 1993

Updated March 15, 1999, April 30, 2007 and May 18, 2011

The Falmouth Board of Selectmen has the responsibility of appointing over 300 persons to over 44 committees. As this is among the most important responsibilities of the Board, these policies and procedures are intended to provide guidelines for the appointment of all persons serving thereon. The Board of Selectmen will make every effort to encourage participation in and to effectively communicate with these volunteer committees, which are a major component of effective town government.

Definitions

Committee – Any multi-member body; for example, a board, committee or commission.

Advisory committee - Boards, committees and/or commissions which act only in an advisory capacity to the Board of Selectmen; for example, Bikeways Committee, Waterways Committee, Transportation Management Committee.

Regulatory committee – Boards, committees and/or commissions with financial and/or regulatory authority granted by state law and/or the town charter. These include, Conservation Commission, Zoning Board of Appeals, Historical Commission, Historic Districts Commission, Community Preservation Committee and Board of Health.

Applicability

All policies and procedures set forth under the General Law of the Commonwealth of Massachusetts and all provisions of ARTICLE VII, "Appointed Town Boards", of the Falmouth Home Rule Charter shall be applicable. This policy applies to all committees appointed by the Board of Selectmen and its subordinates.

General Policy and Responsibility

MATTHEW C. PATRICK, 2014
24 Collins Road, POB 3252, East Falmouth, MA 02536-3252

Objective: Find work in renewable energy, energy efficiency or municipal aggregation fields.

Acquired Skills: Legislative initiatives advocacy, planning and implementation, program management, personnel management, concept development/grant writing. Hands on work as a solar installer.

Professional Experience

- Executive Director of the Westport River Watershed Alliance, 2011-2014, a 35 year old non-profit dedicated to protecting and preserving the Westport River and its watershed. Managed staff of five, cut expenses to stay within budget and met and exceeded fundraising goals. Attained state funding to remove rubble from under Hix Bridge that was restricting tidal flow. Led successful effort to purchase historic river side building to be refurbished for new headquarters of WRWA. Appealed to Mass DEP and won a faulty wetland decision by the Westport Conservation Commission halting development in wetlands.
- Served five terms in Massachusetts House of Representatives, 2001 – 2010; Committee appointments: Telecommunications, Utilities and Energy, Health Care Finance, Global Warming and Climate Change, Veterans Affairs, successfully conceived and moved several important bills and amendments into law; learned all of the intricacies necessary to pass legislation in the Massachusetts State House; wrote and moved legislation to enable property assessed clean energy (PACE) programs in Massachusetts, energy efficient appliances and sections of the Green Communities Act that made Massachusetts the national leader in creating clean energy jobs. Also, initiated and led effort to close corporate tax loopholes and moved many other bills and budget amendments. Stood firm as the only federal or state legislator from Cape Cod region in support of the controversial Cape Wind project, 130 wind turbines located in Nantucket Sound. Summary is available.
- Executive Director of the Cape and Islands Self-Reliance Corporation, 1985 – 2000; worked with board of directors to create strategic plan, annual budgets as administrator of organization; managed large staff, wrote several successful proposals and managed funding; programs that helped over 3,000 families and non-profits save an estimated \$2 million a year in energy costs, applied for and won a mix of foundation and government funding to create Barnstable County Energy Management Plan forerunner of the County's energy element of the regional comprehensive plan. In Mass and nationally researched and promoted concept of municipal aggregation (community choice aggregation) as a way to save residential and small commercial ratepayers money during utility deregulation. Wrote M.G.L Chapter 164, Section 134 (b) of the Mass. Restructuring Act that conferred energy efficiency funding to municipalities that participated in municipal aggregation. Started very popular oil co-op.

- Owner and operator of Seven Suns Solar, marketed, sold, designed and installed more than 100 solar domestic hot water systems; Worked at various building trades, mason, framer and plumber for different companies located in Falmouth Massachusetts;
- Vocational Instructor, Peace Corps Volunteer, Koforidua, Ghana: taught masonry; initiated a burned brick making course, successfully built kiln and fabricated commercially viable burned bricks.

Significant Achievements:

- As volunteer chair of local non-profit, Citizens for the Protection of Waquoit Bay, led collaborative effort with many environmental and civic organizations, that saved 380 acres of the Quashnet River valley in Mashpee from imminent development;
- As volunteer co-chair of ad-hoc coalition helped lead a successful effort to create a comprehensive land use regulatory authority, the Cape Cod Commission;
- Elected Selectman in Falmouth, Massachusetts 1995 and served two three year terms one year as chairman;

Community service/volunteer activities:

- Peace Corps Volunteer teaching masonry and brick making, Ghana, Africa;
- Former President, Cape Cod Chapter of Trout Unlimited;
- Chair, Citizens for the Protection of Waquoit Bay, present board member;
- Co chair of the Coalition for the Cape Cod Commission Act;
- Former Selectman, Town of Falmouth, Massachusetts, Chair.
- Former Board Member of the Housing Assistance Corporation, Hyannis, MA.

Awards:

- Trout Unlimited Silver Trout Award, April, 1988;
- Trout Unlimited Cape Cod Chapter Certificate of Appreciation, 1990;
- The Lewis Gurwitz Spirit Award, Mashpee Wampanoag Tribal Council, March 2002;
- SEIU Local 767 Hospital Workers Union, Dedicated Service Award, April 2003;
- Mariners Union Award, 2004;
- Buzzards Bay Guardian Award, Coalition for Buzzards Bay, 2005;
- Mass. Veterans Service Officers Assoc. Legislator of Year, June, 2007;
- Excellence in Public Sector Leadership Award, Mass. Energy Consumers Alliance 2007;
- Cape and Islands Renewable Energy Collaborative CIGoGreen Award, Feb. 2007;
- Association to Preserve Cape Cod Environmental leadership Award, Oct. 2008;
- Housing Assistance Corporation Presbrey Public Service Award, May 2010;
- Mass Care Honors April 2011.

Education: BA, Upsala College, East Orange, NJ

BUSINESS

2. Interview, vote and appoint committee members

- c. Falmouth Cultural Council
 - Alice Kociemba

Cultural Council (12-member committee)

Six positions

1. 1 position with a term until 6/30/2022
2. 5 positions with a term until 6/30/2024

One applicant

1. Alice Kociemba



TOWN OF FALMOUTH

BOARD, COMMITTEE OR COMMISSION
APPLICATION FORM

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Name: Alice Kociemba

Address: 337 N. Falmouth Hwy Village: N. Fal. ZIP: 02556

Mailing Address: PO BOX 1424 Village: N. Fal. ZIP: 02556

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident X (date: 1991) / Taxpayer X (date: 2009)

Amount of time you are available to give: 2-5 hrs monthly + as needed

Town Committee, Board or Commission you are interested in serving on:

1. Falmouth Cultural Council
2. _____
3. _____

Seeking: Permanent Position Alternate Position

Have you attended any meetings of the committee for which you are applying? yes

Relevant affiliation and work and personal experiences Carment founder/director Calliope Poetry; resident artist, Meeting House Clay Center, Cafemmet 'Co-editor, From the Farther Shore, Discovering Cape Cod + the Islands through Poetry (Bass River Press, forthcoming) - over ->

Town offices held in Falmouth or elsewhere and dates of years served: none

Past relevant Experiences

member, "Falmouth Reads Together"
guest editor, "Common Threads," (2007-2017)
Mass Poetry (2015 + 2016)

Host: "Poetic License," FCTV

Briefly describe the particular skills you feel you will add to the committee or board: _____

Extensive experience in collaborative projects in the literary arts and in program planning, publicity and outreach to promote literary + Ceramic Arts. Experience in grant writing and evaluation of programs. Active in North Falmouth Village Association; Helped launch "Poetic License"
You may attach a resume to this application. *for FCTV*

List three (3) references:

Name	Title	Phone
1. <i>Sarah Caruso</i>	<i>Owner/Manager Meetings Clay Center</i>	[REDACTED]
2. <i>Peggy Heaslip</i>	<i>Pres. NFVA</i>	[REDACTED]
3. <i>Andrew Richards</i>	<i>Membership Director + Outreach Coord.</i>	[REDACTED]

I hereby certify that I have been provided a summary of Massachusetts General Law 268A, the Conflict of Interest of Law, I have read the material provided, and to the best of my understanding have no potential or actual conflict of interest.

I have received a copy of the Select Board's Appointment Policy and read the material provided.

July 15, 2021
DATE

Alice Kocovina
APPLICANT'S SIGNATURE
(Legal, married name: Alice J. Joernova)

In the event the applicant cannot sign this statement, you should provide an explanation of the reason (s) why if you still wish consideration for appointment.

BUSINESS

2. Interview, vote and appoint committee members

d. EDIC

- Kevin M. Holmes

EDIC (7-member committee)

Two positions

1. 1 position with Financial experience with a term until 6/30/2024
2. 1 position with Affordable Housing experience with a term until 6/30/2024

One applicant

1. Kevin M. Holmes



TOWN OF FALMOUTH

**BOARD, COMMITTEE OR COMMISSION
APPLICATION FORM**

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Name: Kevin M. Holmes

Address: 97 Doran Drive Village: E. Falmouth ZIP: 02536

Mailing Address: _____ Village: _____ ZIP: _____

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident 36 yrs (date: 06/85) / Taxpayer 19 yrs (date: 03/02)

Amount of time you are available to give: Monthly meetings and extra hours as needed.

Town Committee, Board or Commission you are interested in serving on:

1. Falmouth EDIC
2. _____
3. _____

Seeking: Permanent Position Alternate Position

Have you attended any meetings of the committee for which you are applying? On 07/13/21

Relevant affiliation and work and personal experiences: I am a commercial loan officer in Falmouth for Cape Cod Five. I have been eager to become more involved in the town and community and Paul Burke is leaving his position. I would love the opportunity to serve in his place as CC5 has had a long history of involvement.

Town offices held in Falmouth or elsewhere and dates of years served: None

Briefly describe the particular skills you feel you will add to the committee or board: I have a degree
in business from Boston College and have been a lender since 2012. I have lived in the town since 1985
and am looking to re-engage and become involved in helping the community after working
off Cape since 2014.

You may attach a resume to this application.

List three (3) references:

	<u>Name</u>	<u>Title</u>	<u>Phone</u>
1.	<u>Stephen Spitz</u>	<u>Vice President</u>	<u>[REDACTED]</u>
2.	<u>Timothy Kelleher</u>	<u>Chief Commercial Lending Officer</u>	<u>[REDACTED]</u>
3.	<u>Susanne Holmes</u>	<u>President, RP Holmes Corporation</u>	<u>[REDACTED]</u>

I hereby certify that I have been provided a summary of Massachusetts General Law 268A, the Conflict of Interest of Law, I have read the material provided, and to the best of my understanding have no potential or actual conflict of interest.

I have received a copy of the Select Board's Appointment Policy and read the material provided.

7/7/21
DATE

Kevin M. Holmes
APPLICANT'S SIGNATURE

In the event the applicant cannot sign this statement, you should provide an explanation of the reason (s) why if you still wish consideration for appointment.

Kevin Michael Holmes

Current Address:

97 Doran Drive
East Falmouth, MA 02536

Ph: [REDACTED]
[REDACTED]

OBJECTIVE:

To apply for a board position on the Falmouth EDIC

EDUCATION:

09/92 – 05-96

09/85 – 06/92

Boston College – B.S. Marketing: Major GPA 3.00

Studies Included Marketing, Finance & Accounting

Falmouth Academy – High School Diploma

EMPLOYMENT:

03/20 – Present

Cape Cod Five Cent Savings Bank, 1500 Iyannough Road, Hyannis MA 02601

Commercial Loan Officer, Falmouth Main Street Office.

06/12 – 03-20

TD Bank, N.A., 370 Main Street Worcester, MA 01608

RELATIONSHIP MANAGER

Assumed responsibility of a book of loans totaling \$95MM. Grew that book to commitments of \$185MM and outstanding of \$156MM.

Forged strong relationships with key customers including FW Webb, Eastern Fisheries & The Green Company. Made goal 6 of 7 years.

Number 6 lender of 218 at TD Bank for 2018. Wow Award winner.

Number 48 lender on 218 for 2019. Expertise in the seafood lending space. Operated a clean portfolio with good audit results. Always placed the customer first, provided superior customer service while also making sound responsible business decisions protecting the bank.

02/10 – 06/12

TD Bank N.A., 370 Main Street Worcester, MA 01608

PORTFOLIO MANAGER

Assisted Relationship Managers in overseeing their book of business.

Prepared Credit Approvals, ensured files were in compliance for audits, cross sold various products and services as needed and provided superior customer service to retain customers.

06/06 – 02/10

TD Banknorth, N.A., 370 Main Street Worcester, MA 01608

COMMERCIAL LOAN PORTFOLIO SPECIALIST

Responsible for Spreads / Financial Analysis in assisting in the loan approval process.

01-02 – 06/06

TD Banknorth, N.A., 370 Main Street Worcester, MA 01608

COMMERCIAL LOAN ADMINISTRATOR III

Responsible for all loan admin duties for four Commercial Lenders to include all documentation & coordinating closing with Attorneys.

04/99 – 01/02

CAPE COD BANK & TRUST CO., Box 1180, S. Yarmouth, MA.

BANKING REPRESENTATIVE

06/96 – 04/99

CAPE COD BANK & TRUST CO., Box 1180, S. Yarmouth, MA.

* ASSISTANT BRANCH OPERATIONS SUPERVISOR

* CASH CONTROL TELLER & SALES & SERVICE REP SUPERMARKET BANKING



Kevin Holmes

VICE PRESIDENT, COMMERCIAL LOAN OFFICER

Contact



Email Kevin

Personal

Mortgage

Business

Wealth Services

In the
Community

Kevin is a seasoned financial professional with over eighteen years of commercial lending experience. Prior to joining Cape Cod 5 in 2020, he held the role of relationship manager at a national bank after serving in various roles of increased responsibility, including portfolio manager, commercial loan portfolio specialist and commercial loan administrator III. Earlier in his career, Kevin worked at a local bank where he served in a number of retail roles, including banking representative, assistant branch operations supervisor, cash control teller, and sales & service representative.

In his current role as Commercial Loan Officer at Cape Cod 5, Kevin is responsible for developing and managing a portfolio of customers across a broad spectrum of industries and handles all facets of commercial lending.

Kevin attended Boston College, where he earned a bachelor's degree in Marketing. He has enjoyed volunteering with local organizations including Big Brothers Big Sisters and Boys and Girls Club.



Diane Davidson

From: admin falmouthedic.org <admin@falmouthedic.org>
Sent: Thursday, July 15, 2021 10:33 AM
To: Diane Davidson
Cc: Christopher C Land; Simmler, Christopher; mdigiano falmouthedic.org; Samuel Patterson
Subject: Kevin Holmes - Falmouth EDIC Board Position
Attachments: Application Package for Board-Committee-Commission-EDIC - Kevin Holmes.pdf; K Holmes resume 2021.doc; Lender Bio.docx

Hello Diane –

This is notification that the Falmouth EDIC Board of Directors has met with and interviewed Kevin Holmes for the open Financial board member position for the Falmouth EDIC – vacated by Paul Burke. The Falmouth EDIC board is in approval of this application and endorses that the Board of Selectmen make this appointment. If this could be added to your next Select Board agenda, it would be appreciated. As well, we have 2 other board positions open at this time:

Patti Haney – Affordable Housing Experience
Christopher Simmler – Industrial Development Experience.

Please ensure that these openings are noted on your website. As well, can you advise if these openings are posted elsewhere...i.e. Falmouth Enterprise, etc. If you receive applications for Falmouth EDIC board appointment, it would be appreciated if you would forward copies to me so I can share them with our Board and arrange for interviews.

If you have any questions or comments, or if I need to forward this request elsewhere, please let me know. Thank you.

Regards,
Lynne Broderick
Administrator
Falmouth EDIC
Cell: 508-922-9642
Office: 508-548-7440
Admin@Falmouthedic.org
www.falmouthedic.org

Falmouth
EDIC

From: admin falmouthedic.org
Sent: Thursday, July 8, 2021 11:29 AM
To: Christopher C Land <cland@whoi.edu>; Michael Galasso <mbgalasso@baronegalasso.com>; Patti Haney <haneymom@aol.com>; Paul Burke <pburke@infinexgroup.com>; Sam Patterson Town Email <samuel.patterson@falmouthma.gov>; Simmler, Christopher <Christopher.Simmler@jacobs.com>; Tom Feronti

BUSINESS

2. Interview, vote and appoint committee members

e. Falmouth Housing Authority – Tenant Board Committee

- Kathleen Haynes
- Marianne Keevins
- Julia Benz
- Deborah Cotton
- Marie Vautour
- Stephen MacDonald

Falmouth Housing Authority – Tenant Board Committee (5-member committee)

One position

1. 1 open position with a term until 6/30/2026

Six applicants

1. Kathleen Haynes
2. Marianne Keevins
3. Julia Benz
4. Deborah Cotton
5. Marie Vautour
6. Stephen MacDonald (available for the next in-person Select Board meeting)



Town of Falmouth

MICHAEL PALMER
TOWN CLERK

59 Town Hall Square, Falmouth, Massachusetts 02540
(508) 495-7353 Fax (508) 457-2511

June 2, 2021

Kathleen J Haynes
516 Main Street
Falmouth, MA 02540

Dear Kathleen,

Thank you for your interest in filling the Town Appointed Tenant Board Member seat of the Falmouth Housing Authority. The appointment will be made by the Select Board for a five-year term.

The Board is the governing body of the Falmouth Housing Authority which is responsible for adopting policy, approving contracts, budgets and annual plans, and hiring and overseeing an executive director to run the day-to-day operation of the Falmouth Housing Authority. The Board acts by a majority of votes which are cast by Board members at meetings held in compliance with the Massachusetts Open Meeting Law. It is an unpaid position.

I have enclosed a Board, Committee or Commission Application Form. Please fill out and return pages 1, 2 and the last page which is the acknowledgement of receipt of the summary of the conflict of interest law. Return it in the enclosed envelope to the Select Board, Falmouth Town Hall, 59 Town Hall Square, Falmouth, MA 02540, by June 30th. Once we have received the Application Form, you will be contacted by the Town Manager's office to schedule an interview before the Select Board.

Please do not hesitate to contact me if you have any questions 508-495-7353 or by email at michael.palmer@falmouthma.gov.

Sincerely,

Michael Palmer
Town Clerk

ATTACHMENT B: LHA Notice to Tenants (No LTO)

Falmouth Housing Authority
115 Scranton Avenue, Falmouth, MA 02540
508-548-1977 Fax: 508-457-7573

NOTICE OF OPEN TOWN APPOINTED TENANT BOARD MEMBER SEAT

May 11, 2021

[Click or tap here to enter Tenant address.](#)

Dear Tenant:

This Notice is to inform you that the Town of [Click or tap here to enter town name.](#) is soliciting names for consideration to fill the Town Appointed Tenant Board Member seat of the Falmouth Housing Authority. Pursuant to changes made to M.G.L. c. 121B, §§ 5 & 5A by Chapter 358 of the Acts of 2020, "An Act Enabling Partnerships for Growth," Towns are now required to appoint a tenant of the Local Housing Authority ("LHA") to the LHA Board. This position is known as the Town Appointed Tenant Board Member Seat.

The Board is the governing body of the LHA which is responsible for adopting policy, approving contracts, budgets and annual plans, and hiring and overseeing an executive director to run the day-to-day operation of the LHA. The Board acts by a majority votes which are cast by Board members at open meetings.

As a Tenant Member of the LHA Board, you will receive training provided by the Department of Housing and Community Development (DHCD) as well as other training that may be required for public officials by law. DHCD partners with the Mel King Institute which provides a comprehensive overview of the role of tenant board members and the operations of LHAs in a three-hour training. This is then followed up with the opportunity to participate in ongoing trainings throughout the year on topics such as:

- Role of LHA Board and DHCD
- LHA Budgets
- Capital Improvement Plan (CIP)
- Annual Plans
- Performance Management Reviews (PMR)
- State-wide online tenant selection system (CHAMP)

In addition, the Mel King Institute offers opportunities for Tenant Board members to connect with one another and share experiences and questions in unstructured peer-to-peer learning sessions.

If you or an adult authorized household member wishes to be considered for the Town Appointed Tenant Board Member Seat, you must fill out the attached "Notice of Intent to be Considered for Town Appointed Board Member Seat" and return it to the Town of Falmouth Town Clerk at the following address:

Michael Palmer, Town of Falmouth Town Clerk

ATTACHMENT B: LHA Notice to Tenants (No LTO)

59 Town Hall Square
Falmouth, MA 02540

PLEASE NOTE: In order to be considered for the LHA Town Appointed Board Member Seat, you must fill out the attached form and return it to the Town Clerk at the above address no later than **5/31/2021**

If you have questions about this Notice, the accompanying Notice of Intent to be Considered for Town Appointed Tenant Board Member Seat, or the Town Appointed Tenant Board Member Seat generally, please contact the LHA with questions.

Sincerely,

Falmouth Housing Authority

Enc. Notice of Intent to be Considered for Town Appointed Board Member Seat



TOWN OF FALMOUTH

BOARD, COMMITTEE OR COMMISSION
APPLICATION FORM

If you are interested in serving the Town of Falmouth in any capacity, please fill out this form and mail it to the Select Board, Falmouth Town Hall, 59 Town Hall Square, Falmouth, MA 02540. Information received will be available to all Town Boards and Officials, although the filling out of this form does not assure appointment. If selected for an interview, you may wish to submit a resume or additional information. This form and a listing of all boards and committees can be found on the Falmouth website: www.falmouthma.gov.

Name: Kathleen Haynes

Address: 514 Main St Apt 202 Village: Falmouth ZIP: 02540

Mailing Address: same Village: _____ ZIP: _____

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident (date: _____) / Taxpayer _____ (date: 1904)

Amount of time you are available to give: variable

Town Committee, Board or Commission you are interested in serving on:

1. Commission on Disabilities
2. FHA
3. _____

Seeking: Permanent Position Alternate Position

Have you attended any meetings of the committee for which you are applying? no - follow online

Relevant affiliation and work and personal experiences Working w/ COD + Affordable Housing Committee on 408 housing for disabled. Sponsored Housing Roundtable for various organizations boards, + committees as chair of COD

Town offices held in Falmouth or elsewhere and dates of years served: none

Briefly describe the particular skills you feel you will add to the committee or board: _____

I bring the insight of someone who is a renter with a housing choice certificate which has many different issues that must be resolved by tenants & private landlords, as well as FHA. As chair of COD, I have great deal of experience of working w/others of different types of indiv. As a disabled person, I bring the expertise of a disabled person to the table

You may attach a resume to this application.

List three (3) references:

	<u>Name</u>	<u>Title</u>	<u>Phone</u>
1.	Julian Susu	Town Manager	[REDACTED]
2.	Adrienne Baumann	Past-President Rotary	[REDACTED]
3.	Pavi McAdam	President Rotary	[REDACTED]

I hereby certify that I have been provided a summary of Massachusetts General Law 268A, the Conflict of Interest of Law, I have read the material provided, and to the best of my understanding have no potential or actual conflict of interest.

I have received a copy of the Select Board's Appointment Policy and read the material provided.

June 7th, 2021
DATE

Bathleen Hughes
APPLICANT'S SIGNATURE

In the event the applicant cannot sign this statement, you should provide an explanation of the reason (s) why if you still wish consideration for appointment.



TOWN OF FALMOUTH

Office of the Town Manager & Select Board

59 Town Hall Square, Falmouth, Massachusetts 02540

Telephone (508) 495-7320

Fax (508) 457-2573

August 5, 2021

Ms. Maryanne Keevins
211 Scranton Ave.
Falmouth, MA 02540

Dear Ms. Keevins:

This letter is in response to your application received by this office expressing interest in serving as a member of the Falmouth Housing Authority Tenant Board Committee.

The Falmouth Select Board invites you to appear for an interview on Monday, August 9, 2021 in the Select Board Meeting Room, Falmouth Town Hall. The interviews are scheduled under the "Business" portion of the meeting at 7:55 p.m.

Please call this office at (508) 495-7320 to confirm that this date and time is possible for you. The Select Board might be meeting virtually via Zoom, so when you call in, we will confirm whether the meeting will be in person or virtual, and if virtual, we will provide you with the Zoom login information.

Thank you.

Sincerely,

Diane Davidson
Office Manager/Licensing



TOWN OF FALMOUTH

BOARD, COMMITTEE OR COMMISSION
APPLICATION FORM

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Name: MARIANNE D. KEEVINS

Address: 211 SCRANTON AVE Village: FALMOUTH ZIP: 02540

Mailing Address: SAME AS ABOVE Village: _____ ZIP: _____

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident YES (date: _____) / Taxpayer _____ (date: _____)

Amount of time you are available to give: _____

Town Committee, Board or Commission you are interested in serving on:

1. FALMOUTH HOUSING AUTHORITY General Board Committee
2. _____
3. _____

Seeking: Permanent Position Alternate Position

Have you attended any meetings of the committee for which you are applying? _____

Relevant affiliation and work and personal experiences I have had extensive experience in both the for profit and not for profit fields. I have served on a number of boards in Falmouth. I was asst. treasurer of Falmouth Hospital Auxiliary and on the board of Samaritans
Town offices held in Falmouth or elsewhere and dates of years served: N/A

Briefly describe the particular skills you feel you will add to the committee or board: _____

I have had extensive experience in finance, marketing and operations. I have spent forty years in both the profit and non-profit sectors. Attached is a listing of the various positions I have held in my professional life. In addition I am a retired Major in the Medical Service Corps of the USAF.

You may attach a resume to this application.

List three (3) references:

	<u>Name</u>	<u>Title</u>	<u>Phone</u>
1.	I am happy to provide you with letters		
2.	of reference.		
3.			

I hereby certify that I have been provided a summary of Massachusetts General Law 268A, the Conflict of Interest of Law, I have read the material provided, and to the best of my understanding have no potential or actual conflict of interest.

I have received a copy of the Select Board's Appointment Policy and read the material provided.

6.9.21
DATE

Thomas D. Keown
APPLICANT'S SIGNATURE

In the event the applicant cannot sign this statement, you should provide an explanation of the reason (s) why if you still wish consideration for appointment.

Marianne Keevins

1. High School English Teacher
High School Guidance Counselor
Forensic and Drama Coach

2. Residential Director of school for children with physical & learning disabilities

3. Social Worker at large community hospital Developed employee assistance program
Developed one of the 1st Patient Advocacy Programs in country
Named president of NY state Association and National board of directors.

4. Named Director of Strategic Planning for same hospital
Named to Planning committee of State Hospital Association
Obtained necessary certificate of Need for major hospital renovation and construction project
Directed design and oversaw initial phase of construction program
Assisted in obtaining financing

5. Became administrator for a for-profit nursing home with facilities in 4 states
Achieved full occupancy in 1st year
Defeated attempts at unionization

6. Became executive of 1st Continuing Care Retirement Community in Northeast
Successfully combined 4 separate union contracts with Local 217 Hotel and Restaurant Employees and Bartenders Union , then successfully negotiated subsequent contracts ending in a 5 year contract; unheard of in this industry
Increased revenues by 20%
Reduced P & L by 1 million
Restructured debt with state backed tax-exempt bonds
Completed major renovation of the project

7. Named President– CEO of for-profit management company
Acquired free standing skilled nursing facility along with adjacent property in order to develop an assisted living facility
Acquired geriatric psychiatry practice serving 40 nursing homes.
Founded company to recruit licensed nurses from Canada & Philippines
Managed local businesses luncheon club, oversaw redesign of club
Provided full range of development marketing and management services to the hospitality , senior living and healthcare industries in New York, New Jersey, Connecticut, Rhode Island and Massachusetts
Served as consultant & venture partner in the development of senior living project
Contracted on the financial intuitions to turn around financially troubled organizations in preparation for sale

8. Named President & CEO of parent corporation in which oversaw the companies mentioned above
Secured refinancing with Lehman Brothers as underwriters, Goldman Sach, Merrill Lynch, Pioneer as bond holders and Wells Fargo as Trustee
Oversaw major renovation and construction project
Lobbied heavily at local, state and federal level



TOWN OF FALMOUTH

BOARD, COMMITTEE OR COMMISSION APPLICATION FORM

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Name: JULIA BENZ

Address: 516 MAIN ST Apt. 1 Bld. 4 Village: Falmouth ZIP: 02540

Mailing Address: _____ Village: _____ ZIP: _____

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident X (date: 2011) / Taxpayer X (date: 2015-17)

Amount of time you are available to give: whatever it takes

Town Committee, Board or Commission you are interested in serving on:

- Falmouth Housing Authority
- _____
- _____

Seeking: Permanent Position Alternate Position

Have you attended any meetings of the committee for which you are applying? No

Relevant affiliation and work and personal experiences Tenant of subsidized FHA housing in Falmouth, former Financial Aid Administrator working w/ local, state and federal Agencies to coordinate funding to students.

Town offices held in Falmouth or elsewhere and dates of years served: NONE in town offices, many committee and task force efforts in support of financing for higher education.

member - Human Rights Committee - Department of
Mental Health, Pocasset, MA

ISSUES

Briefly describe the particular skills you feel you will add to the committee or board:

- ① Enthusiastic and tactful contribution to committee work
- ② An understanding of the interplay of complex regulatory 195425.
- ③ lived experience in both running organizations involved in directing resources to needy people and a current recipient of funding assistance.

You may attach a resume to this application.

List three (3) references:

	Name	Title	Phone
1.	Susan Bauer	Retired - ^{Author} Artist	[REDACTED]
2.	Rob Conlon	LICSW	[REDACTED]
3.	Ginny Horvath	DMH - therapist	[REDACTED]

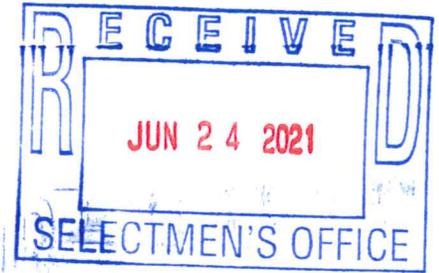
I hereby certify that I have been provided a summary of Massachusetts General Law 268A, the Conflict of Interest of Law, I have read the material provided, and to the best of my understanding have no potential or actual conflict of interest.

I have received a copy of the Select Board's Appointment Policy and read the material provided.

6/30/21
DATE

Julia Benz
APPLICANT'S SIGNATURE

In the event the applicant cannot sign this statement, you should provide an explanation of the reason (s) why if you still wish consideration for appointment.



TOWN OF FALMOUTH

BOARD, COMMITTEE OR COMMISSION
APPLICATION FORM

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Name: Deborah Cotton

Address: 115 SCRANTON AVE # 103 Village: Falmouth ZIP: 02540

Mailing Address: Same Village: _____ ZIP: _____

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident 8 yrs (date: 2013) / Taxpayer _____ (date: _____)

Amount of time you are available to give: 8 hrs a week

Town Committee, Board or Commission you are interested in serving on:

- Tenant Board Member of Falmouth Housing Authority.
- _____
- _____

Seeking: Permanent Position Alternate Position

Have you attended any meetings of the committee for which you are applying? YES

Relevant affiliation and work and personal experiences AMUETS E-Board Member, 1st Vics Commander, Adjutant, Veterans Agent. Also was District Commander for District 9. For the TATAKET Resident Council, I was President, SECRETARY and TREASURER.

Town offices held in Falmouth or elsewhere and dates of years served: NONE

Briefly describe the particular skills you feel you will add to the committee or board: My prior experiences are in such areas as - organization, leadership, management, secretarial, i.e. minutes, record keeping, filing, scheduling, DOT, Employee Record Keeping, human Resources.

You may attach a resume to this application.

List three (3) references:

<u>Name</u>	<u>Title</u>	<u>Phone</u>
1. <u>Paul Morrissey</u>	<u>PASTOR</u>	[REDACTED]
2. <u>Louisa Mellor</u>	<u>Rehabilitation Aide</u> <u>Falmouth Hospital</u>	[REDACTED]
3. <u>Tony Armitage</u>	<u>Physical Therapist</u> <u>BAYADA</u>	[REDACTED]

I hereby certify that I have been provided a summary of Massachusetts General Law 268A, the Conflict of Interest of Law, I have read the material provided, and to the best of my understanding have no potential or actual conflict of interest.

I have received a copy of the Select Board's Appointment Policy and read the material provided.

6-21-2021
DATE

Deborah D. Cotton
APPLICANT'S SIGNATURE

In the event the applicant cannot sign this statement, you should provide an explanation of the reason (s) why if you still wish consideration for appointment.

Vyb



TOWN OF FALMOUTH

BOARD, COMMITTEE OR COMMISSION APPLICATION FORM

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Name: Marie Vautour

Address: 135 Scranton Ave Village: _____ ZIP: 02540

Mailing Address: 135 Scranton Ave Village: _____ ZIP: 02540

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident 17y (date: 6/12) / Taxpayer _____ (date: _____)

Amount of time you are available to give: 24/7 2/6/2005

Town Committee, Board or Commission you are interested in serving on:

1. Falmouth Housing Authority
2. _____
3. _____

Seeking: Permanent Position Alternate Position

Have you attended any meetings of the committee for which you are applying? No

Relevant affiliation and work and personal experiences I am a license Occupational Therapist who provided treatment in homecare for 24 yrs. I am receiving benefits with rent through Housing Voucher

Town offices held in Falmouth or elsewhere and dates of years served: none

I served in the United Air Force 14 yrs
attaining the rank of Master Sgt

Briefly describe the particular skills you feel you will add to the committee or board: _____

As an Occupational Therapist, I can
educate on disabilities, home
safety, environment adaptation to
promote independence in the Home
environment.

You may attach a resume to this application.

List three (3) references:

	Name	Title	Phone
1.	Kathy Brennan	Friend Registered Nurse	[REDACTED]
2.	Jonathan Galo	Director of Food Formation	[REDACTED]
3.	Sandy Trainor	Neighbor & employer to provide care for her daughter	[REDACTED]

I hereby certify that I have been provided a summary of Massachusetts General Law 268A, the Conflict of Interest of Law, I have read the material provided, and to the best of my understanding have no potential or actual conflict of interest.

I have received a copy of the Select Board's Appointment Policy and read the material provided.

6/02/21
DATE

[Signature]
APPLICANT'S SIGNATURE

In the event the applicant cannot sign this statement, you should provide an explanation of the reason (s) why if you still wish consideration for appointment.

no zoom, in person, l.m.



TOWN OF FALMOUTH

BOARD, COMMITTEE, OR COMMISSION APPLICATION FORM

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Name: Stephen Macdonald

Address: 138 Teaticket Highway Village: _____ ZIP: 02536

Mailing Address: 138 Teaticket Highway Village: _____ ZIP: 02536

Telephone: [REDACTED] Email: _____

How long have you been a Resident 1995 (date: _____) / Taxpayer yes (date: 1977)

Amount of time you are available to give: As Needed

Town Committee, Board or Commission you are interested in serving on:

1. TENANT BOARD MEMBER
2. F.H.A.
3. _____

Seeking: Permanent Position Alternate Position

Have you attended any meetings of the committee for which you are applying? N/A

Relevant affiliation and work and personal experiences _____

[Signature] See ATT BACK OF APP.

Town offices held in Falmouth or elsewhere and dates of years served: _____

N/A

Briefly describe the particular skills you feel you will add to the committee or board: _____

holder of MA. Bid Lic. #13-1987
" " CLASS A MA CONTRACT Lic.
FRAX. Al. Co. (worked for two forensic Eng.)

You may attach a resume to this application.

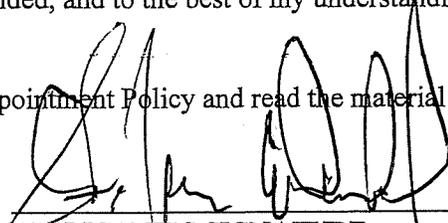
List three (3) references:

	Name	Title	Phone
1.	PAT O'CONNOR	CONTRACTOR	
2.	DAVID TORRES	RET. F.H.A.	
3.	MURPH SHUCKERS	WOOD HOLE	

I hereby certify that I have been provided a summary of Massachusetts General Law 268A, the Conflict of Interest of Law, I have read the material provided, and to the best of my understanding have no potential or actual conflict of interest.

I have received a copy of the Select Board's Appointment Policy and read the material provided.

JUNE 7 2021
DATE


APPLICANT'S SIGNATURE

In the event the applicant cannot sign this statement, you should provide an explanation of the reason (s) why if you still wish consideration for appointment.

Falmouth H.S. 1981

Arthur Zeckendorf

Realty Realty
MANHATTEN

1982-1985 Asst. site Super
Construction of Columbia Towers
275 West 96th St.

1986-1989. Intercontinental
Developer's.
Boston, MA

Brother & Family Hgt.

Demolition and Const. of
Terrace Cabels Fnl. Hgt.

Asst. to Pat & Conner Super,

Received A.B. BLD MC. Comm of MA 1987

1990 WALT DISNEY CORP.
BURBANK CA,

1993 SET CONST. MOVIE SETS

1993 CRESTED BUTTE CO,

1996 CONST. OF MTN. LAIR
SKI LODGE @ MT CRESTED BUTTE

1997 DEMALI NATIONS TRUST

FAIRBANKS AK, VARIOUS PROJ.

2000 World Wide AK AZ, GUAM, BRITISH COL CAN MEXICO

2004 GAZZI FORENSIC ENG.

2007 Long Beach Cal.

Worked as Forensic Eng Asst
Under Lettered Eng

Port Hope Asst. Eng, Forensic 3 Year Project Siv City AZ
on Behalf of 500,000 Citizens

In Civil Court Involving
Re: Rob Butchare Plumbing Law Chemical FL-Webb Const

BUSINESS

2. Interview, vote and appoint committee members

- f. Water Quality Management Committee
 - Jordan Mora

Water Quality Management Committee (7-member committee)

One position

1. 1 position with a term until 6/30/2024

One applicant

1. Jordan Mora



TOWN OF FALMOUTH
BOARD, COMMITTEE OR COMMISSION
APPLICATION FORM

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Name: Jordan Mora

Address: 8 Leslie St Village: Woods Hole ZIP: 02543

Mailing Address: same as above Village: _____ ZIP: _____

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident 9yr (date: 2012) / Taxpayer 9yr (date: 2012)

Amount of time you are available to give: ~6-10 hr per month

Town Committee, Board or Commission you are interested in serving on:

1. Water Quality Management Committee
2. _____
3. _____

Seeking: Permanent Position Alternate Position

Have you attended any meetings of the committee for which you are applying? No

Relevant affiliation and work and personal experiences: I have worked as the Research Associate at the Waquoit Bay NERR for seven years. My job responsibilities include running two water quality programs within the Waquoit Bay Estuary. I have an MS in Water Resources from UNH.

Town offices held in Falmouth or elsewhere and dates of years served: None

Briefly describe the particular skills you feel you will add to the committee or board: Because of my professional and academic experience in water quality monitoring, I have a strong scientific background in the various threats to water quality in Falmouth, including but not limited to nitrogen loading from septic systems and climate change. I have firsthand knowledge of the decline in water quality in Waquoit Bay and its sub-embayments through my own data collection and analysis. My MS thesis in salt marsh ecology means I can also contribute to discussions relating to salt marsh resilience and restoration. My technical skills in environmental monitoring would assist in evaluating nitrogen mitigation techniques proposed or implemented in town.

You may attach a resume to this application.

List three (3) references:

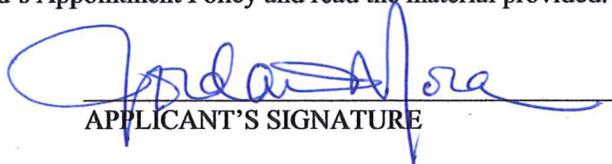
	<u>Name</u>	<u>Title</u>	<u>Phone</u>
1.	<u>Tonna-Marie Rogers</u>	<u>Director, WBNERR</u>	<u>██████████</u>
2.	<u>Kristen Rathjen</u>	<u>Science Wares Inc.</u>	<u>██████████</u>
3.	<u>Jennie Rheuban</u>	<u>WH Sea Grant</u>	<u>██████████</u>

I hereby certify that I have been provided a summary of Massachusetts General Law 268A, the Conflict of Interest of Law, I have read the material provided, and to the best of my understanding have no potential or actual conflict of interest.

I have received a copy of the Select Board's Appointment Policy and read the material provided.

08/01/2021

DATE


APPLICANT'S SIGNATURE

In the event the applicant cannot sign this statement, you should provide an explanation of the reason (s) why if you still wish consideration for appointment.

JORDAN W. MORA

8 LESLIE ST, WOODS HOLE, MA 02543

WORK EXPERIENCE:

Research Associate (Environmental Analyst I)

Waquoit Bay National Estuarine Research Reserve (NOAA/MA DCR), Waquoit, MA Apr 2014 - present

- Execute core components of the Waquoit Bay NERR System-Wide Monitoring Program:
 - Maintain, calibrate, and deploy multi-parameter water quality data loggers; collect, filter, and process monthly water samples for nutrient analysis; service meteorological and telemetry stations.
 - Manage, quality control check, and analyze long-term water quality and meteorological datasets.
- Coordinate and train volunteers involved in citizen science water quality monitoring programs.
- Develop and maintain standard operating procedures and EPA-approved Quality Assurance Project Plans for the Waquoit Bay NERR water quality programs.
- Manage Waquoit Bay NERR laboratory and related budgets.
- Present findings from data analyses to local, regional, and national audiences through oral presentations, posters, peer-reviewed journal publications, and internal reports.
- Collaborate with various stakeholders (academic, non-profit, and professional organizations as well as government agencies) on projects which enhance informed local and regional decision-making by integrating monitoring data through innovative tools and analyses.
- Provide GIS-based mapping and analysis support for research, stewardship, education, and outreach projects.
- Interview, select, and supervise research interns and assistants.

Research Assistant

Marine Biological Laboratory, Woods Hole, MA Oct 2013 – Apr 2014

- Led a fieldwork team for a project investigating rates of carbon storage among salt marshes with varying nitrogen loads.

GIS/Research Technician

Waquoit Bay National Estuarine Research Reserve (NOAA/MA DCR), Waquoit, MA Aug 2011 – Apr 2014

- Initiated the NERRS Sentinel Site Program at Waquoit Bay: led annual salt marsh vegetation survey, conducted elevation and GPS surveys, monitored and maintained numerous data loggers (meteorological and aquatic).
- Collaborated with researchers from United States Geological Survey, Marine Biological Laboratory, Woods Hole Oceanographic Institution, Restore America's Estuaries, University of Rhode Island, and others, on projects designed to quantify salt marsh ecosystem services and resiliency.

Graduate Assistant, Biodiversity and Education Initiative

University of New Hampshire, Sustainability Academy, Durham, NH Oct 2009 – May 2010

- Designed an indicator framework assessing the impact of UNH on surrounding ecosystems using biological and infrastructural indicators and formally proposed the model to the UNH Advisory Council.

Teaching Assistant

University of New Hampshire, Department of Natural Resources, Durham, NH Spring 2009 & 2010

- Instructed two lab sections in Freshwater Resources; topics included (but not limited to) Clean Water Act & regulations, watershed delineation, measures of water quality, biological indicators, stream buffers, drinking water and wastewater treatment.

Environmental Studies Program Manager

Environmental Studies Program, Denison University, Granville, OH Aug 2007 – Jun 2008

- Co-taught two classes: 1) Environmental Practicum and 2) Science and the Environment.
- Developed grant proposals and managed grant progress reports.

Evaluation Associate for the United States Geological Survey (USGS) Leadership Program

Walden Consulting, Granville, OH Oct 2004 – Jun 2008

- Managed and analyzed large datasets (10+ years) of evaluation survey results to determine best predictors of behavioral change at USGS.

PUBLICATIONS (PEER-REVIEWED):

Millette, N., M. da Costa, J. Mora, R.J. Gast. (in press). Temporal and spatial variability of phytoplankton and mixotrophs in a temperate estuary. *Marine Ecology Progress Series*.

PUBLICATIONS CONTINUED:

- Raposa, K.B., J.S. Goldstein, K. W. Grimes, **J. Mora**, P.E. Stacey, R.A. McKinney. 2019. A comparative assessment of salt marsh crabs (Decapoda: Brachyura) across the National Estuarine Research Reserves in New England, USA. *Journal of Crustacean Biology*, 1-9. <https://doi:10.1093/jcobiol/ruz083>
- Cahoon, D.R, J.H. Olker, A.G. Yeates, G.R. Guntenspergen, J.B. Grace, S.C. Adamowicz, S. Anisfeld, A. Baldwin, N. Barrett, L. Beckett, A. Benzecry, L. Blum, D. Burdick, N. Bush, R. Christian, W. Crouch, L. Dice-Hunton, M.C. Ekberg, T. Elsey-Quirk, S. Fernald, J. Gryzb, L. Harris, E. Hartig, D. Kreeger, M. Larson, K. Hines Leo, S. Lerberg, J. Lynch, N. Maher, M. Maxwell-Doyle, J. Patrick Megonigal, M. Mills, L. Mitchell, **J. Mora**, V. O'Neill, A. Padeletti, D. Prosser, K. Raposa, W.G. Reay, G. Sanders, D. Siok, C. Snow, A. Starke, L. Staver, J. Court Stevenson, K. Sundberg, V. Turner, R. Scott Warren, K. Wilson. 2019. Hurricane Sandy impacts on coastal wetland resilience to sea-level rise: U.S. Geological Survey Open-File Report 2018–1142, 117 p. <https://doi.org/10.3133/ofr20181142>
- Gonnee, M.E., S. Madsen, A. Hawkes, R. Sullivan, R. Buzard, J. Donnelly, N. Cahill, K. Kroege, **J. Mora**, C. Maio. 2018. Salt marsh ecosystem restructuring enhances elevation resilience and carbon storage during accelerating relative sea-level rise. *Estuarine, Coastal and Shelf Science* 217: 56-68. <https://doi.org/10.1016/j.ecss.2018.11.003>
- Abdul-Aziz, O. I., K. S Ishtiaq, J. Tang, S. Moseman-Valtierra, K. D. Kroege, M. E. Gonnee, **J. Mora**, K. Morkeski. 2018. Environmental controls, emergent scaling, and predictions of greenhouse gas (GHG) fluxes in coastal salt marshes. *Journal of Geophysical Research: Biogeosciences* 123: 2234-2256. <https://doi.org.10.1029/2018JG004556>
- Raposa, K.B., K. Wasson, S. Lerberg, E. Smith, J. Crooks, P. Delgado, S. Fernald, M. Ferner, A. Helms, L.A. Hice, **J. Mora**, B. Puckett, D. Sanger, S. Shull, L. Spurrier, R. Stevens, S. Lergerg. 2016. Assessing tidal marsh resilience to sea-level rise at broad geographic scales with multi-metric indices. *Biological Conservation* 204(B): 263–275.
- Moseman-Valtierra, S., O. Abdul Aziz, J. Tang, K. Saqib Ishtiaq, K. Kroege, K. Morkeski, **J. Mora**, R. Martin, J. Carey, L. Brannon. 2016. Carbon dioxide fluxes reflect plant zonation and belowground biomass in a coastal marsh. *Ecosphere* 7(11): 21pp. <https://doi.org/10.1002/ecs2.1560>
- Mora, J.W.** and D.M. Burdick. 2013. The impact of man-made earthen barriers on the physical structure of New England tidal marshes (USA). *Wetland Ecology and Management* 21 (6): 387-398.
- Mora, J.W.** and D.M. Burdick. 2013. Effects of man-made berms upon plant communities in New England salt marshes. *Wetland Ecology and Management* 21(1): 131-145.
- Mora, J.W.** 2011. The effects of historic earthen barriers on northern New England tidal marshes. University of New Hampshire. Department of Natural Resources. Thesis manuscript.
- Mora, J.W.**, J.N. Mager III, D.J. Spieles. 2011. Habitat and landscape suitability as indicators of bird abundance in created and restored wetlands. *ISRN (International Scholarly Research Notices) Ecology*: 10pp. <http://www.hindawi.com/isrn/ecology/2011/297684/>
- Atwood, M.A., **J.W. Mora**, A.W. Kaplan. 2010. Learning to Lead: Evaluating Leadership and Organizational Learning. *Leadership & Organization Development Journal* 31(7): 576 – 595.
- McClure, K.V., **J.W. Mora**, G. R. Smith. 2009. Effects of light and group size on the activity of wood frog tadpoles (*Rana sylvatica*) and their response to a shadow stimulus. *Acta Herpetologica* 4(1): 103-107.
- Mora, J.W.**, A.W. Kaplan, L. Wies, M. Atwood. 2007. "Leadership Full Circle: A New Culture in 360 Degrees of Assessment." *Training and Development Magazine*.
- Spieles, D.J. and **J.W. Mora**. 2007. Detrital decomposition in created wetlands. *Journal of Freshwater Ecology* 22(4): 571-579.
- Kaplan, A.W., **J.W. Mora**, L. Rech, G. Poe. 2006. "Evaluating Training Programs: The Four Levels." Donald and James Kirkpatrick, editors. *Evaluating Training Programs: The Four Levels*. 3rd ed. San Francisco: Berrett-Koehler Publishers, Inc.

PRESENTATIONS (PROFESSIONAL & ACADEMIC):

Climate change impacts on estuarine water quality: Trend analyses of long-term monitoring data from Waquoit Bay, MA. The National Coastal and Estuarine Virtual 2020 Summit, Restore America's Estuaries & Coastal States Organization, Virtual Conference, September 2020.

Water quality trends in a changing climate: Lessons from Waquoit Bay.

¹New England Estuarine Research Society, Virtual Conference, June 2020.

²NERRS Centralized Data Management Office Technician Training Workshop, Pawleys Island, SC, March 2020.

PRESENTATIONS CONTINUED:

From Monitoring to Management: The importance of citizen science based monitoring.

Coastal & Estuarine Research Federation, Providence, RI, November 2017.

Rising to the challenge: Will tidal marshes survive rising seas?

¹4th Annual Cape Cod Coastal Conference, Hyannis, MA, December 2016

² NERRS Centralized Data Management Office Technician Training Workshop, Pawleys Island, SC, March 2017.

Long-term water quality trends in the Waquoit Bay Estuary.

¹ NERRS Centralized Data Management Office Technician Training Workshop, Pawleys Island, SC, March 2016.

² New England Estuarine Research Society, Spring Meeting, York, ME, April 2016.

³ Research at the Reserve, Waquoit Bay NERR, Waquoit, MA, April 2016.

Applying GIS-based mapping tools for research and land management at the Waquoit Bay NERR.

Cape Cod Community College, West Barnstable, MA, December 2015.

Identifying evidence of change: Tracking vegetation shifts in a micro-tidal salt marsh system.

¹ New England Estuarine Research Society, Bristol, RI, April 2015.

² Teachers on the Estuary, Waquoit Bay NERR, Waquoit, MA, July 2015.

The ecological impact of sea level rise on salt marsh habitat in the Waquoit Bay Estuary.

Sea Level Rise Forum, Woods Hole Oceanographic Institution, Woods Hole, MA, February 2012.

The effects of historic earthen barriers on northern New England tidal marshes.

¹ Thesis Defense, University of New Hampshire, Durham, NH, March 2011.

² University of New Hampshire Graduate Research Conference, Durham, NH, April 2011.

³ New England Estuarine Research Society, Port Jefferson, NY, May 2011.

Human modification of physical gradients in New England tidal marshes.

¹ University of New Hampshire Graduate Research Conference, Durham, NH, April 2010.

² New England Estuarine Research Society, New Brunswick, Canada, May 2010.

How do you measure sustainability?

University of New Hampshire Graduate Research Conference, Durham, NH, April 2010.

Spatial analysis of wetland mitigation banks.

The Ohio Academy of Science Annual Meeting, Cleveland, OH, April 2007.

Detrital cycling in central Ohio created wetlands.

Annual Ecological Society of America Conference, Memphis, TN, August 2006.

EDUCATION:

MS in Water Resources, 2011

Department of Natural Resources (GPA: 4.0)

University of New Hampshire (UNH), Durham, NH

BA in Environmental Studies, 2007

Biology minor

GPA: 3.95, *summa cum laude*; 5/550

Denison University, Granville, OH

Fellowships: National Estuarine Research Reserve

Graduate Research Fellowship (NOAA), Summer TA

Fellowship, COLSA Summer Fellowship

Grants: UNH Marine Program Grant, Great Bay

Stewards Research Grant

Scholarships/Honors: Heritage National Merit

Scholarship, Honors Program, Phi Beta Kappa,

Anderson Summer Research Scholar (2005 & 2006)

COMPUTER SKILLS:

- *Microsoft Office:* Word, Powerpoint, Excel, Outlook, Access
- *Mapping:* ArcGIS 10.7.1
- *Data Logger Software:* LoggerNet (Campbell Scientific), EcoWatch and KOR (YSI), Hoboware (Onset),
- *Statistical Data Analysis:* R, SPSS
- *Virtual Meeting Platforms:* Zoom, Microsoft Teams

CERTIFICATIONS & TRAININGS:

- Boating Skills and Seamanship Certification, May 2013, US Coast Guard Auxiliary (approved by the National Association of State Boating Law Administrators), Woods Hole, MA
- GIS Certification, July 2010, University of New Hampshire Cooperative Extension, Durham, NH

BUSINESS

3. Discuss/vote name change and review/discuss the mission of the Transportation Management Committee

TRANSPORTATION MANAGEMENT COMMITTEE

To Falmouth Select Board 7/20/2021

- Members of the Town's Administrative staff have reported receiving treatment which has been characterized as disrespectful and uncivil, including occasional personal hostility regarding the activities and actions of their respective departments during interactions with the Chair when invited to scheduled Transportation Committee meetings. (This can be confirmed through review of applicable Committee meeting recordings).
- The Transportation Management Committee (TC) appears to misunderstand their function and role. Per Select Board action, the TC performs an advisory role NOT an administrative/management role. Attempting to act in such an administrative role as they have is inconsistent with the Charter of the Town of Falmouth.* The Committee has further been operating in a manner which appears to have significantly expanded their Select Board defined mission statement. It is strongly recommended that this be revisited by the Board for a definitive clarification of the TC's role rather than allow this "mission expansion" to proliferate.
- The name chosen for this Committee is quite misleading. Utilizing the term "management" implies administrative activity, direction and control (rather than advisory) which is inconsistent with the role of such a Select Board Committee per the Falmouth Town Charter. To correct this inappropriate misconception as well as avoid any unnecessary confusion to the public, I respectfully encourage the Board to consider changing the designated name for this Committee to Transportation Advisory or simply Transportation Committee. Consistent with the applicable Falmouth Charter provisions, this better describes the function and role of this Select Board advisory committee and is more consistent with the adopted mission statement. Communication misunderstandings which have occurred may in part be attributable to the confusion inherent in this Committee name.
- The Administrative Staff has always cooperated with and collaborated with all Select Board Committees. Consistent with our staff capacity, we will certainly continue to do so with the reasonable expectation that civility will be present and that personal hostility will be absent.
- Any demands or directives transmitted to the Administrative staff from the Committee which are not within Committee jurisdiction will be forwarded to the Select Board. ***Falmouth Town Charter Sections C-3-7 and C-3-8.**

Thank you, Julian

BOARD OF SELECTMEN MISSION STATEMENT

Transportation Management Committee

Adopted 2-24-2020, Revised 8-24-2020

Introduction and Background

This Committee was created by action of the Board on 10/21/19. It includes four at-large representatives and four members to be designated from each of the following Town Committees: Planning Board, Bikeway and Pedestrian Committee and Disability Commission.

Mission/Purpose

This Committee is to convene upon all members being appointed and designated. They are to select a Chair, Vice-Chair and Recording Secretary from their membership and will designate an agreeable meeting date, time and place and will post all Committee meetings, prepare and approve minutes consistent with the Commonwealth Open Meeting Law.

The Committee is charged with:

- Reviewing and analyzing all aspects of the Town's transportation system in close collaboration and involvement with appropriate Town staff members having responsibility in transportation-related areas;
- Identifying transportation issues affecting the Town and proposing potential solutions for consideration by the Board of Selectmen;
- Coordinating suggested transportation-related actions with the Departments of Public Works and Planning, and facilitating input from other involved Town Committees and departments, including Police and Fire, and regional agencies including the Cape Cod Regional Transit Authority and the Cape Cod Commission;
- Reviewing the current Transportation Master Plan to identify and evaluate potential transportation solutions to downtown and village areas and other major transportation sensitive areas of Town, including potential solutions intended to address issues such as parking management, truck deliveries, wayfinding and other signage and environmental concerns;
- Prepare and present annually to the Board of Selectmen a comprehensive summary report on recommended actions to address and alleviate critical transportation-related issues of a large and significant nature.
- Other specific transportation-related requests that may be made from time-to-time by the Board of Selectmen.

BUSINESS

4. Discuss/vote to designate Select Board member to serve on the Community Fiber Working Group

COMMUNITY FIBER WORKING GROUP

Approved by Select Board 7-26-2021

Membership

The Community Fiber Working Group shall be appointed by the Falmouth Select Board and be comprised of the following members:

- A Select Board Member
- Town Manager Julian Suso or designee
- Director of Public Works Peter McConarty or designee
- FalmouthNet, Inc. Board member Arthur Gaylord

Purpose and Mission

The purpose of this working group is to develop recommendations to the Select Board regarding options for the potential role of the Town in creating and operating a community broadband utility to build a fiber optic network and deliver internet service. The working group will evaluate the impacts that such an entity could have upon the Town's administrative capacity, operations and budget. Topics for consideration are:

- Can this project be undertaken within the scope of existing law defining municipal powers and borrowing authorization? Will special legislation be necessary?
- Will the EDIC-consultant be available (and funded) to assist if requested?
- Town options on ownership and operation of the network
- Funding sources and potential impacts upon short/long-term town finances
- Impact of various construction methods upon the town and rights-of-way
- Conditions to be placed upon construction to ensure a safe/orderly process
- Conditions to be placed upon an operator(s) to ensure the network functions for the benefit of citizens reliably, affordably and equitably
- Confirm one/more locations where a community-based internet project has been successfully undertaken in a community similar to Falmouth, without an existing municipal electric utility in order to benefit from the experience of one/more similar communities
- Other topics as deemed necessary by the working group

The working group will meet as schedules allow with a goal to have a preliminary report prepared for the Select Board prior to the November, 2021 Town Meeting. Given the short timeframe and prior, existing commitments of the Town administration, the report will necessarily be limited to presenting potential options for the Town and highlighting areas needing more in depth study and analysis.

The Working Group members shall be responsible for posting meeting notices through the Town Clerk's Office and for taking minutes in compliance with the Commonwealth Open Meeting Law.

BUSINESS

5. Discuss draft Select Board agenda for August 26 public meeting on proposed Joint Base Cape Cod machine gun range

**TOWN OF FALMOUTH
SELECT BOARD
AGENDA**

Public Meeting on Joint Base Cape Cod Proposed Machine Gun Range

6:00PM – 8:00PM

Thursday, August 26, 2021

Falmouth High School

Auditorium

874 Gifford St, Falmouth, MA 02540

- 6:00 p.m. Select Board – Welcome/Opening Remarks
- 6:10 p.m. Joint Base Cape Cod – Col. Matthew N. Porter,
- 6:40 p.m. Questions and Comments from Audience
- 7:20 p.m. Response to written questions submitted by the public in advance
- 7:50 p.m. Select Board – Closing Remarks
- 8:00 p.m. Adjourn

Ground rules: Public comment limited to 3 minutes per person.

BUSINESS

6. Review of Select Board liaison assignments

Select Board
Committee Liaisons

COMMITTEES	English Braga	Scott-Price	Brown	Taylor	Patterson	RELATION	AUTHORITY	DAY	TIME	LOCATION	ROOM
Affirmative Action Committee				x		liaison		2nd Monday	7:00 p.m.	Town Hall	Small Conf. Room
Affordable Housing Committee		x				liaison		3rd Thursday	3:00 p.m.	Town Hall	Old Water Dept. Room
Agricultural Commission	x					liaison		Last Monday	6:30 p.m.	Town Hall	Small Conf. Room
Assembly of Delegates (Barnstable County)			x			member	elected				
Beach Committee			x			liaison	charter	3rd Wednesday	7:00 p.m.	Harbor Master's Office	180 Scranton Ave.
Bicycle and Pedestrian Committee	x					liaison		1st Wednesday	7:00 p.m.	Town Hall	Old Water Dept. Room
Board of Health	x					liaison	charter	Every other Monday	6:30 p.m.	Town Hall	Civil Defense Room
Cable Advisory Committee				x		liaison		3rd Monday	5:15 p.m.	FCTV	310 Dillingham Ave.
Cape Cod Regional Transit Authority					x						
Cape Cod Water Protection Collaborative			x			member					
Coastal Ponds Mgmt. Committee (inactive)			x			liaison		1st Monday	7:00 p.m.	Harbor Master's Office	180 Scranton Ave.
Commission on Disabilities				x		liaison		2nd Thursday	2:30 p.m.	Gus Canty Rec.	All Purpose Room
Commission on Substance Use				x		liaison		4th Thursday	5:30 p.m.	Gus Canty Rec.	790 Main St.
Community Preservation Committee					x	liaison		2nd & 4th Thursday	7:00 p.m.	Sch. Adm. Bldg.	340 Teaticket Hwy.
Conservation Commission					x	liaison	charter	Every Wednesday	7:00 p.m.	Town Hall	Sel. Meet. Rm.
Council on Aging				x		liaison	charter	4th Thursday	4:00 p.m.	Senior Center	300 Dillingham Ave.
EDIC					x	member		2nd Tuesday	8:30 a.m.	Town Hall	Sel. Meet. Rm.
Edward Marks Building Advisory Committee			x			liaison		Thursday as notified	4:00 p.m.	Town Hall	CPC Conf. Rm.
Energy Committee	x					liaison		2nd Wednesday	8:00 a.m.	Town Hall	Small Conf. Room
Falmouth Housing Authority		x				liaison	elected				
Finance Committee					x	liaison	town meeting	Last Tuesday	7:00 p.m.	Sch. Adm. Bldg.	340 Teaticket Hwy.
Golf Advisory Committee		x				liaison		Wednesday as notified			
Historical Commission	x					liaison	charter	1st Tuesday	6:00 p.m.	Town Hall	Civil Defense Room
Human Services Committee				x		liaison	charter	1st Tuesday	4:30 p.m.	Town Hall	Sel. Meet. Rm.
Library Board of Trustees		x				liaison	elected	2nd Tuesday	6:45 p.m.	Main Library	300 Main Street
Planning Board			x			liaison	elected	Every Tuesday	6:30 p.m.	Town Hall	Sel. Meet. Rm.
Recreation Committee		x				liaison	charter	2nd Wednesday	7:00 p.m.	Gus Canty Rec.	790 Main Street
School Committee					x	liaison	elected	2nd & 4th Tuesday	6:30 p.m.	Sch. Adm. Bldg.	340 Teaticket Hwy.
Sign Review Committee (inactive)						liaison		2nd & 4th Wednesday	5:00 p.m.	Town Hall	Sel. Meet. Rm.
Solid Waste Advisory Committee	x					liaison		1st Tuesday	7:30 p.m.	Town Hall	Small Conf. Room
Town Building Committee (inactive)											
Transportation Management Committee								Thursday as notified	6:00 p.m.	Town Hall	Old Water Dept. Room
Veterans Council Committee				x		liaison		2nd Wednesday	4:00 p.m.	Town Hall	Civil Defense Room
Water Quality Management Committee								1st & 3rd Thursday	3:30 p.m.	Town Hall	Sel. Meet. Rm.
Waterways Committee			x			liaison	charter	1st Wednesday	7:00 p.m.	Harbor Master's Office	180 Scranton Ave.
Zoning Board of Appeals		x				liaison	charter	Every Thursday	6:30 p.m.	Town Hall	Sel. Meet. Rm.
Total	6	6	7	7	6						

BUSINESS

7. Review and vote to approve minutes of meetings
 - a. Public Session – May 24, 2021
 - b. Executive Session – July 12, 2021

The minutes of May 24, 2021 are still being prepared.

BUSINESS

9. Town Manager's report

REPORT

TO: Falmouth Select Board Members

FROM: Julian M. Suso *JMSuso*

DATE: August 6, 2021

- Be advised that the Board will be convening **virtually** at your upcoming meeting on Monday, August 9. I anticipate that the Board will be considering this on a meeting-by-meeting basis.
- The Board will be considering a vote to award the long-awaited lease of the 300 Dillingham Avenue facility (former Senior Center) to the Joe Q Veterans Coffee Break organization to operate a facility on behalf of Veterans.
- The Town of Bourne has been involved for several years in a proposed process through both the State and the Cape Cod Commission to allow permitting of a 25-acre expansion of their existing, permitted landfill which consists of 111 acres. The Town of Falmouth, under an existing contract with Bourne, deposits all of its residential waste at the Bourne landfill. This results in significant cost savings to Falmouth taxpayers as residential solid waste would otherwise need to be trucked off-Cape at considerable additional expense. The existing landfill has long been managed by the Town of Bourne under the close supervision of the Commonwealth Department of Environmental Protection which permits and inspects all solid waste operations. I am suggesting the Board's consideration to allow a letter of support on behalf of this small expansion in Bourne's landfill operations on land controlled by the Town of Bourne.
- The Board will be convening a public hearing on proposed storm water management rules and regulations. This is consistent with the Town's expanding responsibility to manage storm water under the federal clean water act. We will be joined by Peter McConarty and Jim McLoughlin for this presentation, discussion and potential SB vote.
- SB members will be interviewing and appointing to fill vacancies on multiple Committees.
- As you know, I have respectfully suggested to the Board that you consider changing the name of the recently-created Committee from "Transportation Management" (which is unnecessarily misleading) to simply "Transportation Committee" which is more consistent with the Falmouth Charter as explained in a brief memo I transmitted to the Board

recently and which is included again in your Board packet. You may also wish to discuss the mission statement of the Committee.

- I am awaiting the designation of a Select Board member to the Community Fiber Working Group as you had voted to create recently. Upon this designation, we can begin the meeting process for this working group.
- The Town continues to be crowded, with many visitors to downtown and other business and recreational areas. Interestingly, by observation, downtown parking spaces in the Town Hall parking lot appear to be much more available than in past years as “vacant spots” are increasingly available in the parking lot which we routinely observe and monitor. The relocation of many employee vehicles to the new, rear Town Hall parking lot as well as the addition of 30 off-street spaces off KLBates Road may be playing a role in this.
- As a reminder, Town Counsel Frank Duffy will be retiring from his position early in the coming calendar year, anticipated following the April Town Meeting. I want to confirm with the Board my intention to advertise for this very important position in the very near future to begin the search process for seeking a qualified successor. I am thankful to have the involvement and participation of Frank in this mission-critical process which will be unfolding over the coming months.
- Your next regular business meeting will be either Monday, August 23 or Monday, August 30. This is subject to the Board’s confirmation.
- The Board’s is hosting a public gathering on Thursday, August 26 at 6PM in the High School Auditorium for a presentation and discussion on the proposed JBCC machine gun range.