

TOWN OF FALMOUTH
SELECT BOARD
REVISED AGENDA
MONDAY, AUGUST 12, 2024 – 6:00 P.M.
SELECT BOARD MEETING ROOM
TOWN HALL
59 TOWN HALL SQUARE, FALMOUTH, MA 02540

The Select Board may discuss and vote appropriate action on any item listed on this Agenda unless a different disposition is noted. At the discretion of the Chair, agenda items may be taken out of order.

6:00 p.m. OPEN SESSION

6:00 p.m. EXECUTIVE SESSION

1. M.G.L. c. 30A sec. 21(a)(3) - to discuss strategy with respect to imminent litigation in the matter of Carroll v. Town of Falmouth Conservation Commission
2. M.G.L. c. 30A sec. 21(a)(3) - review and consider approval of proposed workers' compensation settlement for a School employee

6:30 p.m. OPEN SESSION

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

6:35 p.m. COMMITTEE INTERVIEWS

Interview, vote and appoint committee members:

1. 250th Anniversary Task Force
 - a. Rachel Lovett
 - b. Tamsen George
 - c. Karen Rinaldo
 - d. Sandra Stosz
 - e. Paul C. Dreyer
 - f. Robert G. Ripley, Jr.
 - g. Kevin M. Doyle
 - h. Catherine Bumpus
2. Affordable Housing Committee – Kelly McKeon
3. EDIC – Becca Brooker

6:45 p.m. BUSINESS

1. Report – Falmouth Cultural Council (**15 minutes**)
2. Update on the Eversource Martha's Vineyard Cabling Project and Revised Project Schedule (**10 minutes**)
3. Consider vote to amend Little Pond Place LLC lease of Town property at 41 Spring Bars Road (**5 minutes**)
4. Acting as Trustees of Falmouth Affordable Housing Fund, consider vote to amend documents related to funding of affordable housing constructed by Little Pond Place LLC at 41 Spring Bars Road (**5 minutes**)
5. Consider request for a variance to Sign Code §184-37-Wall and roof signs: Johnson Homes Inc., on behalf of Maison Vilatte / Boulangerie Patisserie, for wall and roof signs at 20 Luscombe Ave., Woods Hole (**5 minutes**)

7:25 p.m. CONSENT AGENDA

1. Licenses
 - a. Consider approval of an application filed by Capstan Yachts to add a dealer and one boat (motor vehicle) to its Class I Second-Hand Motor Vehicle License, located at 56 Scranton Avenue

- b. Consider approval of an application for a Special One-Day Wine & Malt Beverages License – Joe Q Veteran Coffee Break for the Cape Cod Bocce Tournament to be held at the Falmouth Academy Athletic Field located at 7 Highfield Drive, Falmouth – Saturday, 9/21/24 – 10:00 a.m. to 3:00 p.m.
- c. Consider approval of an application for a Special One-Day Wine & Malt Beverages License – Highfield Hall & Gardens – Falmouth Chamber of Commerce Business After Hours event to be held at Highfield Hall located at 56 Highfield Drive, Falmouth – Thursday, 8/15/24 – 5:00 p.m. to 7:00 p.m.
- d. Consider approval of an application for a Special One-Day Wine & Malt Beverages License – Woods Hole Historical Museum, Oyster Talk & Tasting – 579 Woods Hole Road, Thursday, 8/22/24, 5:00 p.m. – 7:00 p.m.
- e. Consider approval of an application for Special One-Day All-Alcohol Liquor License – Bands for Badges, Inc. – Cape Cod Fairgrounds – Saturday, 8/31/24, 12:00 p.m. – 10:00 p.m.

2. Administrative Orders

- a. Consider the acceptance of a donation from the Falmouth Road Race, Inc. Philanthropy Program in the amount of \$52,385 to the Falmouth Police Department to acquire a 2025 Polaris Ranger side by side and 2024 Durapull 14' trailer

7:30 p.m. **TOWN MANAGER'S SUPPLEMENTAL REPORT**

7:35 p.m. **SELECT BOARD REPORTS**

7:45 p.m. **ADJOURN**

Nancy Robbins Taylor, Chair
Select Board

250th Anniversary Task Force Falmouth, Massachusetts

The Falmouth Select Board is seeking applicants for the 250th Anniversary Task Force. The Task Force shall consist of seven (7) to nine (9) members and two (2) alternate members.

The 250th Anniversary Task Force will develop activities that encourage, educate, and celebrate the 250th anniversary of the Declaration of Independence in 2026 in Falmouth.

The Select Board shall seek individuals who possess the following knowledge, skills, and characteristics in recruiting and appointing members to this Task Force:

- Interest and knowledge of the history of Falmouth and the United States.
- Represents various geographic areas and employment sectors in Town.
- Possess a demonstrated ability to work effectively in a group process with volunteers, community members, and public officials.
- Includes a diversity of various demographic groups in Town.

The Task Force shall be established for a single purpose and will be dissolved on or before December 31, 2026.

Applications are available on the Town website at <https://www.falmouthma.gov/647/Town-Committees-Commissions-and-Boards>. The preference date to apply is Friday, July 19, 2024 by 4:30 p.m. in the Office of the Select Board, 59 Town Hall Square. Interviews will be scheduled during the Monday, July 29, 2024 Select Board meeting.

On request of the Falmouth Select Board.

Publication date: Friday, July 5, 2024; Falmouth Enterprise.

250th Anniversary Task Force (7 – 9 members) (2 alternate members) (term until 12/31/26)

7 – 9 positions (+ 2 alternate positions):

- All with a term ending on December 31, 2026

8 applicants:

- Rachel Lovett
- Tamsen George
- Karen Rinaldo
- Sandra Stosz
- Paul C. Dreyer
- Robert G. Ripley, Jr.
- Catherine Bumpus

OPEN SESSION

COMMITTEE INTERVIEWS

Interview, vote and appoint committee members:

1. 250th Anniversary Task Force
 - a. Rachel Lovett



AGENDA ITEM SUMMARY SHEET

ITEM NUMBER: Committee Interviews 1.a.

ITEM TITLE: Interview, vote, and appoint committee members- 250th Anniversary Task Force- Rachel Lovett

MEETING DATE: 8/12/2024

WORK SESSION **REGULAR MEETING** **PUBLIC HEARING**

SUBMITTED BY: Mike Renshaw, Town Manager

ATTACHMENTS: 250th Anniversary Task Force Mission and Charge; Application form dated June 13, 2024

PURPOSE:

The Select Board will interview and consider the appointment of Rachel Lovett to serve on the 250th Anniversary Task Force for a term ending on December 31, 2026.

BACKGROUND/SUMMARY:

- The 250th Anniversary Task Force was created by the Select Board to develop activities that encourage, educate, and celebrate the 250th anniversary of the Declaration of Independence in 2026 in Falmouth.
- On July 5, 2024 the Select Board advertised that it was seeking applications for the 250th Anniversary Task Force; the Task Force will consist of seven (7) to nine (9) members and two alternate members; all positions have a term ending date of December 31, 2026.

- The Town has received eight (8) applications to date.
- Applicant Rachel Lovett submitted her application on June 14, 2024.
- Rachel, a Falmouth resident, is the current Executive Director of the Town of Falmouth Historical Society and has worked in historic museums and programming for 15 years.

DEPARTMENT RECOMMENDATION:

The Town Manager recommends that the Select Board vote to appoint Rachel Lovett to serve on the 250th Anniversary Task Force with a term to expire on December 31, 2026.

OPTIONS:

- Motion to appoint Rachel Lovett to serve on the 250th Anniversary Task Force for a term ending on December 31, 2026.
- Motion to deny the appointment of Rachel Lovett to serve on the 250th Anniversary Task Force for a term ending on December 31, 2026.
- Some other Board defined alternative.

BUDGET INFORMATION: Applicable: Not Applicable: Budgeted: Yes No

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

FINANCE DIRECTOR COMMENTS (IF APPLICABLE):

N/A

TOWN MANAGER COMMENTS:

The Town Manager recommends that the Select Board vote to appoint Rachel Lovett to serve on the 250th Anniversary Task Force with a term to expire on December 31, 2026.

Michael Renshaw

Town Manager

8/6/2024

Date



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: Rachel Lovett

Address: 65 Palmer Ave Village: Falmouth ZIP: 02540

Mailing Address: P.O. Box 174 Village: Falmouth ZIP: 02541

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident X [REDACTED]

Amount of time you are available to give: _____

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

1. 250th Anniversary
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: Executive Director
of the town historical Society,
ive been in historic museums &
prog ramming for 15 years.

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: _____

Program Planning, Volunteer management, research, giving lectures, giving tours, design, exhibition planning, writing, grants, donor cultivation, architecture, story telling, training volunteers

You may attach a resume to this application.

List three (3) references:

Name	Title	Phone
1. Michael Kaspanian	CEO/President Falmouth Chamber	[REDACTED]
2. Bob Ripley	Director of Finance Concord Museum	[REDACTED]
3. Karen Rinaldo	Board President Falmouth Chamber	[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.

6/13/24
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.

OPEN SESSION

COMMITTEE INTERVIEWS

Interview, vote and appoint committee members:

1. 250th Anniversary Task Force
 - b. Tamsen George



AGENDA ITEM SUMMARY SHEET

ITEM NUMBER: Committee Interviews 1.b.

ITEM TITLE: Interview, vote, and appoint committee members- 250th Anniversary Task Force- Tamsen George

MEETING DATE: 8/12/2024

WORK SESSION **REGULAR MEETING** **PUBLIC HEARING**

SUBMITTED BY: Mike Renshaw, Town Manager

ATTACHMENTS: 250th Anniversary Task Force Mission and Charge; Application form dated June 14, 2024; Resume;

PURPOSE:

The Select Board will interview and consider the appointment of Tamsen George to serve on the 250th Anniversary Task Force for a term ending on December 31, 2026.

BACKGROUND/SUMMARY:

- The 250th Anniversary Task Force was created by the Select Board to develop activities that encourage, educate, and celebrate the 250th anniversary of the Declaration of Independence in 2026 in Falmouth.
- On July 5, 2024 the Select Board advertised that it was seeking applications for the 250th Anniversary Task Force; the Task Force will consist of seven (7) to nine (9) members and two alternate members; all positions have a term ending date of December 31, 2026.

- The Town has received eight (8) applications to date.
- Applicant Tamsen George submitted her application on June 14, 2024.
- Tamsen, an East Falmouth resident, is the past president of the Museums on the Green (7 years) and has had an extensive career in historical preservation and non-profit administration.

DEPARTMENT RECOMMENDATION:

The Town Manager recommends that the Select Board vote to appoint Tamsen George to serve on the 250th Anniversary Task Force with a term to expire on December 31, 2026.

OPTIONS:

- Motion to appoint Tamsen George to serve on the 250th Anniversary Task Force for a term ending on December 31, 2026.
- Motion to deny the appointment of Tamsen George to serve on the 250th Anniversary Task Force for a term ending on December 31, 2026.
- Some other Board defined alternative.

BUDGET INFORMATION: Applicable: Not Applicable: Budgeted: Yes No

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

FINANCE DIRECTOR COMMENTS (IF APPLICABLE):

N/A

TOWN MANAGER COMMENTS:

The Town Manager recommends that the Select Board vote to appoint Tamsen George to serve on the 250th Anniversary Task Force with a term to expire on December 31, 2026.

Michael Renshaw

Town Manager

8/6/2024

Date



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: TAMSEN E GEORGE

Address: 57 WOODLAND TRAIL Village: E. FAL ZIP: 02536

Mailing Address: same Village: _____ ZIP: _____

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident summer (date: 1948) / Taxpayer yr. rmd. (date: 2005)

Amount of time you are available to give: All necessary for success

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

1. 230th Task Force
2. _____
3. _____

Seeking: Permanent Position Alternate Position

Have you attended any meetings of the committee for which you are applying? Yes - founder

Relevant affiliation and work and personal experiences: _____

Past president - Museums of the Green - 7 yrs. Active Bd. member before + after

Career in historical preservation and non-profit administration

Author 2 historical books: 1 biography, 1 fiction

Town offices held in Falmouth or elsewhere and dates of years served: Historic Districts 2012-2018

Historical Commission - 2018 -> now CPC - 2022 - now

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

Knowledge of history of area and historical events

As founder of initiating group, have already planned + contacted community leaders

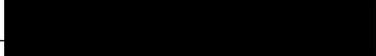
Volunteer experience in town - Work at Museums on the Green (15 yrs.)

Author of researched non-fiction and fiction books

Management of historic sites hosting reenactments and celebratory events.

You may attach a resume to this application.

List three (3) references:

	<u>Name</u>	<u>Title</u>	<u>Phone</u>
1.	<u>Ed Haddad</u>	<u>Chair, Historical Comm.</u>	
2.	<u>Carolyn Partan</u>	<u>Former Pres. Art Center " " , Museums</u>	
3.	<u>Carolyn Powers</u>	<u>Former E.D., Museums on Green</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.

6-14-2024
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.

TAMSEN EVANS GEORGE

57 Woodland Trail, East Falmouth, MA 02536

PROFESSIONAL EXPERIENCE

1999 – 2004 EXECUTIVE DIRECTOR

Shirley-Eustis House Association, 33 Shirley St., Roxbury, MA 02119

Administration, programming, property management for historic (1747) house museum. Coordination of site improvement landscape project. Re-construction of 1806 carriage house moved to property. Restoration project with cupola and balustrade. Establishment of orchard and perennial gardens. Introduction of two seasonal concert series and collaborative events with neighboring organizations. Developed web site. Other duties included grant writing, fundraising, publications and curatorial activities.

1995-98 HEAD OF PUBLIC PROGRAMS

Museum of Fine Arts, 465 Huntington Ave., Boston, MA 02116

Development and promotion of adult programs in the Museum including lectures, courses, concerts, performances, gallery talks, and adult group tours. Oversee functions of public programs section, including publications, two information centers, box office, and media services.

1992-95 MANAGER, SCHOOLS AND COMMUNITIES DEPARTMENT

Massachusetts Cultural Council, 10 St. James St., Boston, MA 02115

Management of department for state arts council including administration of direct grant processes awarding more than \$1 million for education programs and statewide indirect grant programs through 335 local cultural councils. Production of arts in education leadership conference and Cultural Resources Directory. Coordination of statewide task force to establish Massachusetts standards in arts education.

1990-92 ADMINISTRATOR OF COMMUNITY PROJECTS

Cambridge Arts Council, 57 Inman St., Cambridge, MA 02139

Responsible for community-oriented projects including production of arts education project with NEA funding, two outdoor craft festivals with over 75 vendors each, Arts Access Guide to cultural facilities for use by persons with disabilities, and the Cambridge Community Chorus, International Fair, River Festival and five multi-cultural forums per year.

1982-90 EXECUTIVE DIRECTOR

Young Audiences of Massachusetts, Inc. One Kendall Sq., Cambridge, MA 02139

Directed the operations of a state chapter of a national non-profit organization in arts education. Managed \$450,000 budget and restricted gift funds. Doubled size of organization and staff. Increased sale of programs from 600 in 1982 to 1,600 in 1989. Generated media materials, brochure, newsletters. Fundraising included direct mail, corporate and foundation proposals and special events.

- 1997 Member, Review Panel, Event & Residency Program
Massachusetts Cultural Council
- 1994-95 Member, Arts Curriculum Frameworks Committee
Massachusetts Department of Education
- 1992 Recognition for contributions to the field
Massachusetts Alliance for Arts Education
- 1989-91 Vice President, Eastern Region
Consortium of Local Arts Agencies of Massachusetts
- 1988-93 Membership, Board of Directors (Vice President - 90/91)
Massachusetts Alliance for Arts Education

MEMBERSHIPS

American Association for State and Local History
National Society of Colonial Dames, Massachusetts
New England Historic and Genealogical Society
Society of Mayflower Descendants
Shirley-Eustis House Association
Historic Winslow House, Marshfield
Falmouth Historical Society

EDUCATION

Connecticut College, BA, Art History
Diploma, Dana Hall School

Institute in Non-Profit Administration, Radcliffe College, 1985
Resources for Non-Profits, Associated Grantmakers, 1982
Major Donor Research and Prospect Management, CASE, 1981
Identification and Restoration of Costume, Pine Manor College, 1980

PERSONAL INTEREST: Historic restoration, restoration of 18th century house in Andover, MA

OPEN SESSION

COMMITTEE INTERVIEWS

Interview, vote and appoint committee members:

1. 250th Anniversary Task Force
 - c. Karen Rinaldo



AGENDA ITEM SUMMARY SHEET

ITEM NUMBER: Committee Interviews 1.c.

ITEM TITLE: Interview, vote, and appoint committee members- 250th Anniversary Task Force- Karen Rinaldo

MEETING DATE: 8/12/2024

WORK SESSION **REGULAR MEETING** **PUBLIC HEARING**

SUBMITTED BY: Mike Renshaw, Town Manager

ATTACHMENTS: 250th Anniversary Task Force Mission and Charge; Application form dated June 20, 2024;

PURPOSE:

The Select Board will interview and consider the appointment of Karen Rinaldo to serve on the 250th Anniversary Task Force for a term ending on December 31, 2026.

BACKGROUND/SUMMARY:

- The 250th Anniversary Task Force was created by the Select Board to develop activities that encourage, educate, and celebrate the 250th anniversary of the Declaration of Independence in 2026 in Falmouth.
- On July 5, 2024 the Select Board advertised that it was seeking applications for the 250th Anniversary Task Force; the Task Force will consist of seven (7) to nine (9) members and two alternate members; all positions have a term ending date of December 31, 2026.

- The Town has received eight (8) applications to date.
- Applicant Karen Rinaldo submitted her application on June 20, 2024.
- Karen, an East Falmouth resident and artist, was a member of the Bicentennial Committee in 1976 and was involved in the tricentennial in 1986; her art focuses primarily on historic subjects.

DEPARTMENT RECOMMENDATION:

The Town Manager recommends that the Select Board vote to appoint Karen Rinaldo to serve on the 250th Anniversary Task Force with a term to expire on December 31, 2026.

OPTIONS:

- Motion to appoint Karen Rinaldo to serve on the 250th Anniversary Task Force for a term ending on December 31, 2026.
- Motion to deny the appointment of Karen Rinaldo to serve on the 250th Anniversary Task Force for a term ending on December 31, 2026.
- Some other Board defined alternative.

BUDGET INFORMATION: Applicable: Not Applicable: Budgeted: Yes No

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

FINANCE DIRECTOR COMMENTS (IF APPLICABLE):

N/A

TOWN MANAGER COMMENTS:

The Town Manager recommends that the Select Board vote to appoint Karen Rinaldo to serve on the 250th Anniversary Task Force with a term to expire on December 31, 2026.

Michael Renshaw

Town Manager

8/6/2024

Date



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: KAREN RINALDO

Address: 22 MARLIN DR. Village: E. FALMOUTH MA 02536

Mailing Address: P.O. BOX 2504 Village: TEATICKET MA ZIP: 02536

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident (date: since 1970) Taxpayer same (date:)

Amount of time you are available to give: ~~1 hour~~ HOWEVER MUCH TIME IS NEEDED -

Town Committee, Board or Commission you are interested in serving on: (I WOULD BE WILLING TO CHAIR THE TASK FORCE!)

- 250th TASK FORCE (COMMITTEE)
- _____
- _____

Seeking: Permanent Position Alternate Position

Have you attended any meetings of the committee for which you are applying? YES (SPEAR HEADED THE MEETINGS)

Relevant affiliation and work and personal experiences: I WAS A MEMBER OF THE BICENTENNIAL COMMITTEE IN 1976 AND WAS INVOLVED WITH THE TRICENTENNIAL IN '80 I STARTED MY ART CAREER IN FALMOUTH IN 1972. AT LEAST 75% OF MY WORK REVOLVES AROUND HISTORIC SUBJECTS.

Town offices held in Falmouth or elsewhere and dates of years served: BICENTENNIAL COMMITTEE MEMBER IN 1976 CHAMBER BOARD MEMBER PRESENT CHAIR - FALMOUTH FIREWORKS COMMITTEE 30 YRS? NEIGHBORHOOD FAIR 1994 SERVED AS TREASURER 1 YR. FALMOUTH HISTORICAL

SOCIETY BOARD MEMBERSHIP (HERITAGE AWARD 2015)
IN 2019 REC. PROCLAMATION OF THANKS FROM THE TOWN OF FALMOUTH
FOR 50 YRS. OF ART IN FALMOUTH.

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

- I AM ACTIVE IN THE COMMUNITY WITH MANY DIFF GROUPS
- PROVIDE INTERESTING AND APPROPRIATE VENUES ~~AT THE~~
~~GROUPS~~ MUSICAL & ART RELATED
- BRING THE COMMUNITY TOGETHER BY CREATING
PROGRAMS THAT WOULD SPAN BROAD INTERESTS
LECTURES, ^{CULTURAL} EXHIBITS, PRESENTATIONS RELATED TO THE
LOCAL HISTORY

You may attach a resume to this application.

List three (3) references:

	<u>Name</u>	<u>Title</u>	<u>Phone</u>
1.	<u>PATTIE LAUIS HAN</u>	<u>BARKEEPER</u>	<u>CAPT. MANOLI ^{PH} [REDACTED]</u> <u>OWNER</u>
2.	<u>JULIA IRVING</u>	<u>DANCE SCHOOL CENTER</u>	[REDACTED]
3.	<u>DORIE KETTERER</u>	<u>SHOREWAY ACRES</u>	[REDACTED] <u>OWNER</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.

JUNE 19, 2024
DATE

Karen Rinaldo
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.

OPEN SESSION

COMMITTEE INTERVIEWS

Interview, vote and appoint committee members:

1. 250th Anniversary Task Force
 - d. Sandra Stosz





AGENDA ITEM SUMMARY SHEET

ITEM NUMBER: Committee Interviews 1.d.

ITEM TITLE: Interview, vote, and appoint committee members- 250th Anniversary Task Force- Sandra Stosz

MEETING DATE: 8/12/2024

WORK SESSION **REGULAR MEETING** **PUBLIC HEARING**

SUBMITTED BY: Mike Renshaw, Town Manager

ATTACHMENTS: 250th Anniversary Task Force Mission and Charge; Application form dated June 21, 2024; Biography

PURPOSE:

The Select Board will interview and consider the appointment of Vice Admiral Sandra Stosz, United States Coast Guard (ret) to serve on the 250th Anniversary Task Force for a term ending on December 31, 2026.

BACKGROUND/SUMMARY:

- The 250th Anniversary Task Force was created by the Select Board to develop activities that encourage, educate, and celebrate the 250th anniversary of the Declaration of Independence in 2026 in Falmouth.
- On July 5, 2024 the Select Board advertised that it was seeking applications for the 250th Anniversary Task Force; the Task Force will consist of seven (7) to nine (9) members and two alternate members; all positions have a term ending date of December 31, 2026.

- The Town has received eight (8) applications to date.
- Applicant Sandra Stosz submitted her application on June 21, 2024.
- Sandra, a Falmouth resident and retired Vice Admiral with the United States Coast Guard, has served on multiple public and private sector non-profit boards and committees.

DEPARTMENT RECOMMENDATION:

The Town Manager recommends that the Select Board vote to appoint Sandra Stosz to serve on the 250th Anniversary Task Force with a term to expire on December 31, 2026.

OPTIONS:

- Motion to appoint Sandra Stosz to serve on the 250th Anniversary Task Force for a term ending on December 31, 2026.
- Motion to deny the appointment of Sandra Stosz to serve on the 250th Anniversary Task Force for a term ending on December 31, 2026.
- Some other Board defined alternative.

BUDGET INFORMATION: Applicable: Not Applicable: Budgeted: Yes No

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

FINANCE DIRECTOR COMMENTS (IF APPLICABLE):

N/A

TOWN MANAGER COMMENTS:

The Town Manager recommends that the Select Board vote to appoint Sandra Stosz to serve on the 250th Anniversary Task Force with a term to expire on December 31, 2026.

Michael Renshaw

Town Manager

8/6/2024

Date



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: Sandra Stosz

Address: 115 Lucerne Ave. Village: Falmouth ZIP: 02540

Mailing Address: Same Village: _____ ZIP: _____

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident (date: 3/2021) / Taxpayer (date: 12/2013)

Amount of time you are available to give: 2-3 hours/week

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

- America's 250th Birthday Task Force
- _____
- _____

Seeking: Permanent Position Alternate Position

Have you attended any meetings of the committee for which you are applying? Yes, the Select mtg on 6/3/2024

Relevant affiliation and work and personal experiences: Numerous non-profit, and private sector boards, advisory councils and task forces

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 served in the US Coast Guard for 36 years and retired in 2018. My grandparents and mother were/are longtime Falmouth residents and I spent childhood summers digging clams and netting crabs in Great Bay. I love Falmouth and love America. I believe in uniting us all around a shared purpose and values. The 250TH is all that!

You may attach a resume to this application.

List three (3) references:

	<u>Name</u>	<u>Title</u>	<u>Phone</u>
1.	<i>Karen Rinaldo</i>	<i>Owner, Gallery on Main</i>	[REDACTED]
2.	<i>Jim Tow</i>	<i>Retired Army</i>	[REDACTED]
3.	<i>Kevin Doyle</i>	<i>Retired USMC</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.

6/21/24
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.

Sandra L. Stosz, Vice Admiral, U.S. Coast Guard (ret.)

Admiral Sandy Stosz is an experienced senior leader who has served and operated in the military, maritime, homeland security, transportation, and academic sectors. Her expertise includes leadership development, strategic vision and planning, change management, training and education, and leading and managing complex organizations.



She started out in the Coast Guard as an ensign serving on polar icebreakers, conducting national security missions from the Arctic to the Antarctic. Her thirty-six-year career was filled with leadership lessons gleaned while breaking the first woman to command an icebreaker on the Great Lakes and to lead a U.S. armed forces service academy.

A line officer, Admiral Stosz served for 12 years at sea. While commanding the medium endurance cutter *Reliance* she and her crew patrolled off the coast of New York City, keeping the nation safe and secure following the terrorist attacks of September 11th, 2001. She led large Coast Guard organizations during times of crisis and complexity. As Superintendent of the U.S. Coast Guard Academy in New London, Connecticut, she was responsible for developing and educating a corps of 1,000 cadets. She also led the Coast Guard's recruit training center in Cape May, New Jersey where she was responsible for building the Service's enlisted workforce. She finished her career as the first woman assigned as Deputy Commandant for Mission Support, directing one of the Coast Guard's largest enterprises. She was responsible for all facets of support for the Coast Guard's diverse mission set through oversight of human capital, lifecycle engineering and logistics, acquisitions, information technology, training and education and security.

Admiral Stosz graduated from the Coast Guard Academy with a Bachelor of Science degree in Government. She earned a Master of Business Administration degree from Northwestern University's Kellogg Graduate School of Management and a Master of National Security Strategy from the National War College. She completed an executive fellowship in national security through the MIT Seminar XXI program and completed the Navy's Executive Business Course at the University of North Carolina's Kenan-Flagler business school.

Admiral Stosz's military awards include two Coast Guard Distinguished Service Medals, three Legion of Merit Medals and four Meritorious Service Medals. She is the recipient of the National Maritime Historical Society Distinguished Service Award; Soldiers, Sailors, Marines, Coast Guardsmen and Airmen's Club Distinguished Military Leadership Award; Girl Scouts of America Trail Blazer Award, and the Connecticut Woman of the Year award. In 2012, *Newsweek's* "The Daily Beast" named her as one of 150 Women who Shake the World.

Following retirement from the Coast Guard, Sandy established Sandra L. Stosz, LLC, focused on leadership and leader development. She is a member of the board of directors of Modern Woodmen of America. In her volunteer capacity, she serves as a trustee for the James M. Loy Institute for Leadership, a member of the Flag and General Officer Advisory Council to the President of Arizona State University, the Darley Defense Advisory Board, and the Government Technology and Services Coalition Editorial Board.

She is the author of *Breaking Ice & Breaking Glass: Leading in Uncharted Waters*.

Outside of work, Sandy enjoys hiking, swimming, birdwatching, beachcombing, and spending time with her family.

OPEN SESSION

COMMITTEE INTERVIEWS

Interview, vote and appoint committee members:

1. 250th Anniversary Task Force
 - e. Paul C. Dreyer



AGENDA ITEM SUMMARY SHEET

ITEM NUMBER: Committee Interviews 1.e.

ITEM TITLE: Interview, vote, and appoint committee members- 250th Anniversary Task Force- Paul Dreyer

MEETING DATE: 8/12/2024

WORK SESSION **REGULAR MEETING** **PUBLIC HEARING**

SUBMITTED BY: Mike Renshaw, Town Manager

ATTACHMENTS: 250th Anniversary Task Force Mission and Charge; Application form dated June 26, 2024; Addenda

PURPOSE:

The Select Board will interview and consider the appointment of Paul Dreyer to serve on the 250th Anniversary Task Force for a term ending on December 31, 2026.

BACKGROUND/SUMMARY:

- The 250th Anniversary Task Force was created by the Select Board to develop activities that encourage, educate, and celebrate the 250th anniversary of the Declaration of Independence in 2026 in Falmouth.
- On July 5, 2024 the Select Board advertised that it was seeking applications for the 250th Anniversary Task Force; the Task Force will consist of seven (7) to nine (9) members and two alternate members; all positions have a term ending date of December 31, 2026.

- The Town has received eight (8) applications to date.
- Applicant Paul Dreyer submitted his application on June 26, 2024.
- Paul, a Falmouth resident, has extensive interest in the history of the Town of Falmouth and possesses experience in concept, design, and implementation of projects; he is a licensed professional engineer and has served on a variety of Falmouth boards and committees.

DEPARTMENT RECOMMENDATION:

The Town Manager recommends that the Select Board vote to appoint Paul Dreyer to serve on the 250th Anniversary Task Force with a term to expire on December 31, 2026.

OPTIONS:

- Motion to appoint Paul Dreyer to serve on the 250th Anniversary Task Force for a term ending on December 31, 2026.
- Motion to deny the appointment of Paul Dreyer to serve on the 250th Anniversary Task Force for a term ending on December 31, 2026.
- Some other Board defined alternative.

BUDGET INFORMATION: Applicable: Not Applicable: Budgeted: Yes No

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

FINANCE DIRECTOR COMMENTS (IF APPLICABLE):

N/A

TOWN MANAGER COMMENTS:

The Town Manager recommends that the Select Board vote to appoint Paul Dreyer to serve on the 250th Anniversary Task Force with a term to expire on December 31, 2026.

Michael Renshaw

Town Manager

8/6/2024

Date



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: PAUL C. DREYER

Address: 28 LAKEVIEW AVENUE Village: FALMOUTH ZIP: 02540

Mailing Address: SAME Village: _____ ZIP: _____

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident 26 yr (date: 1997) / Taxpayer 31 yr (date: 1993)

Amount of time you are available to give: AS NECESSARY

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

1. 250TH ANNIVERSARY TASK FORCE
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: _____

1. EXTENSIVE INTEREST IN THE HISTORY OF FALMOUTH
2. EXPERIENCE IN CONCEPT, DESIGN, AND IMPLEMENTATION OF PROJECTS

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

SEE "ADDENDA A", SERVICE ON FALMOUTH COMMITTEES

SEE "ADDENDA B", ACTIVE COMMUNITY PARTICIPATION

SEE "ADDENDA C", FALMOUTH HISTORICAL PAMPHLETS

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

1. LICENSED PROFESSIONAL ENGINEER IN MA (P.E.)

2. BOARD CERTIFIED ENVIRONMENTAL ENGINEER (BSEE)

3. MORE THAN FORTY (40) YEARS EXPERIENCE

IMPLEMENTING MAJOR PROJECTS

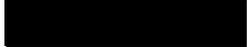
4. EXTENSIVE EXPERIENCE IN INTERNATIONAL PROJECTS

5. PROVEN ABILITY TO COORDINATE AND WORK WITH

DIVERSE ORGANIZATIONS AND COMMITTEES

You may attach a resume to this application.

List three (3) references:

<u>Name</u>	<u>Title</u>	<u>Phone</u>
<u>1. JESSICA WRITENOUR</u>	<u>THE 300 COMMITTEE L.T. EXECUTIVE DIRECTOR</u>	
<u>2. SANDRA CUNY</u>	<u>CON. PRESERVATION CON. CPC CHAIR</u>	
<u>3. ED HADDAD</u>	<u>HISTORICAL COMMISSION CHAIR</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. ✓

JUNE 24, 2024
DATE

Paul C. Dwyer
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.

ADDENDA
250th Anniversary Task Force Application
Falmouth, Massachusetts
Paul C. Dreyer

A. Service on Falmouth Committees

1. Elected Falmouth Town Meeting Member, Precinct 2 (2012-present)
2. Elected Falmouth Planning Board, FPB (2012-present)
3. Falmouth Coastal Resilience Committee (2017-2021)
4. Falmouth Charter Review Committee (2018-2020)
5. Falmouth Transportation Committee (2018-2021)
6. FPB Representative to the Water Quality Management Committee (2021-present)

B. Active Community Participation

1. Early proponent of the Falmouth Station Restoration (2012-2020)
Published a Brief History of the Falmouth Railroad in *Spritsail* of the Journal of the History of Falmouth and Vicinity by the Woods Hole Historical Collection (Vol. 34, No. 1, Winter 2020)
Chaired a citizen's group for the community support for the Falmouth Station restoration Restoration project funded by MA DOT and completed by EDIC in 2022
Proposed lecture on the Arrival of the Railroad to Falmouth scheduled at the Museums on the Green on July 18, 2024 (152nd Anniversary)
2. Early Proponent of Shiverick's Pond Trail Project (2013-2024)
Published a Brief History of Shiverick's Pond in *Spritsail* of the Journal of the History of Falmouth and Vicinity by the Woods Hole Historical Collection (Vol. 35, No. 1, Winter 2021)
Chaired a citizen's group for the community support for the Shiverick's Pond Trail Project Shiverick's Pond Park dedication celebrated by DPW on Arbor Day, April 26, 2024
Project funded by the Falmouth Community Preservation Fund and MA Department of Environment and Recreation (DER) with extensive community support
Viewing platform is in the final design phase with anticipated bidding in late fall 2024 by DPW

C. Falmouth Historical Pamphlets

The following pamphlets relating to the history of Falmouth were researched and prepared with a limited distribution to immediate family members and a few friends:

- | | |
|------------------|-----------------------------------|
| 1. December 2021 | Brief History of Shiverick's Pond |
| 2. February 2022 | Historical Document Game |
| 3. December 2022 | Brief History of Nobska Light |
| 4. January 2023 | Falmouth Railroad |
| 5. April 2023 | Lighthouses |
| 6. May 2023 | Clipper Ships |
| 7. June 2023 | Wampanoag |
| 8. January 2024 | Whaling |
| 9. May 2024 | Interesting People of Falmouth |

June 24, 2024

OPEN SESSION

COMMITTEE INTERVIEWS

Interview, vote and appoint committee members:

1. 250th Anniversary Task Force
 - f. Robert G. Ripley, Jr.



AGENDA ITEM SUMMARY SHEET

ITEM NUMBER: Committee Interviews 1.f.

ITEM TITLE: Interview, vote, and appoint committee members- 250th Anniversary Task Force- Robert G. Ripley, Jr.

MEETING DATE: 8/12/2024

WORK SESSION **REGULAR MEETING** **PUBLIC HEARING**

SUBMITTED BY: Mike Renshaw, Town Manager

ATTACHMENTS: 250th Anniversary Task Force Mission and Charge; Application form dated June 28, 2024;

PURPOSE:

The Select Board will interview and consider the appointment of Robert G. Ripley, Jr. to serve on the 250th Anniversary Task Force for a term ending on December 31, 2026.

BACKGROUND/SUMMARY:

- The 250th Anniversary Task Force was created by the Select Board to develop activities that encourage, educate, and celebrate the 250th anniversary of the Declaration of Independence in 2026 in Falmouth.
- On July 5, 2024 the Select Board advertised that it was seeking applications for the 250th Anniversary Task Force; the Task Force will consist of seven (7) to nine (9) members and two alternate members; all positions have a term ending date of December 31, 2026.

- The Town has received eight (8) applications to date.
- Applicant Robert G. Ripley, Jr. submitted his application on June 28, 2024.
- Robert, an East Falmouth resident, is a board member of both the Massachusetts Historical Society and the Concord Museum as well as a board member of the Falmouth Historical Society; Robert also previously served the Town on the Finance Committee.

DEPARTMENT RECOMMENDATION:

The Town Manager recommends that the Select Board vote to appoint Robert G. Ripley, Jr. to serve on the 250th Anniversary Task Force with a term to expire on December 31, 2026.

OPTIONS:

- Motion to appoint Robert G. Ripley, Jr. to serve on the 250th Anniversary Task Force for a term ending on December 31, 2026.
- Motion to deny the appointment of Robert G. Ripley, Jr. to serve on the 250th Anniversary Task Force for a term ending on December 31, 2026.
- Some other Board defined alternative.

BUDGET INFORMATION: Applicable: Not Applicable: Budgeted: Yes No

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

FINANCE DIRECTOR COMMENTS (IF APPLICABLE):

N/A

TOWN MANAGER COMMENTS:

The Town Manager recommends that the Select Board vote to appoint Robert G. Ripley, Jr. to serve on the 250th Anniversary Task Force with a term to expire on December 31, 2026.

Michael Renshaw

Town Manager

8/6/2024

Date



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: Robert G. Ripley, Jr.

Address: 59 Southview Way Village: E. Falmouth ZIP: 02534

Mailing Address: Same as Above Village: _____ ZIP: _____

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident 16 yrs (date: 2008) / Taxpayer 20 yrs (date: 2004)

Amount of time you are available to give: _____

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

1. 250th Committee
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: _____

Massachusetts Historical Society - Board Member and 250th Chair

Concord Museum - COO and 250th Committee

Falmouth Historical Society - Board Member

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

Finance Comm. M., Former board chair

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

long history of working at history museums
and currently working on 250th committees
for Boston, Concord, and Falmouth. I can
bring a national and state-wide
perspective to the town of Falmouth's
planning for their 250th celebration.

You may attach a resume to this application.

List three (3) references:

	<u>Name</u>	<u>Title</u>	<u>Phone</u>
1.	Michael Kasparian	Chamber CEO	[REDACTED]
2.	Joe Netto	TM Member	[REDACTED]
3.	Peter Mc	DPW Director	[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.

6/28/24
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.

OPEN SESSION

COMMITTEE INTERVIEWS

Interview, vote and appoint committee members:

1. 250th Anniversary Task Force
 - g. Kevin M. Doyle



AGENDA ITEM SUMMARY SHEET

ITEM NUMBER: Committee Interviews 1.g.

ITEM TITLE: Interview, vote, and appoint committee members- 250th Anniversary Task Force- Kevin M. Doyle

MEETING DATE: 8/12/2024

WORK SESSION **REGULAR MEETING** **PUBLIC HEARING**

SUBMITTED BY: Mike Renshaw, Town Manager

ATTACHMENTS: 250th Anniversary Task Force Mission and Charge; Application form dated July 1, 2024;

PURPOSE:

The Select Board will interview and consider the appointment of Kevin M. Doyle to serve on the 250th Anniversary Task Force for a term ending on December 31, 2026.

BACKGROUND/SUMMARY:

- The 250th Anniversary Task Force was created by the Select Board to develop activities that encourage, educate, and celebrate the 250th anniversary of the Declaration of Independence in 2026 in Falmouth.
- On July 5, 2024 the Select Board advertised that it was seeking applications for the 250th Anniversary Task Force; the Task Force will consist of seven (7) to nine (9) members and two alternate members; all positions have a term ending date of December 31, 2026.

- The Town has received eight (8) applications to date.
- Applicant Kevin M. Doyle submitted his application on July 1, 2024.
- Kevin, a Falmouth resident, has an extensive background in large organization leadership, was a Battalion Commander in the United States Marine Corps Reserve, and is a current Poll Worker for the Town serving in Precinct 1.

DEPARTMENT RECOMMENDATION:

The Town Manager recommends that the Select Board vote to appoint Kevin M. Doyle to serve on the 250th Anniversary Task Force with a term to expire on December 31, 2026.

OPTIONS:

- Motion to appoint Kevin M. Doyle to serve on the 250th Anniversary Task Force for a term ending on December 31, 2026.
- Motion to deny the appointment of Kevin M. Doyle to serve on the 250th Anniversary Task Force for a term ending on December 31, 2026.
- Some other Board defined alternative.

BUDGET INFORMATION: Applicable: Not Applicable: Budgeted: Yes No

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

FINANCE DIRECTOR COMMENTS (IF APPLICABLE):

N/A

TOWN MANAGER COMMENTS:

The Town Manager recommends that the Select Board vote to appoint Kevin M. Doyle to serve on the 250th Anniversary Task Force with a term to expire on December 31, 2026.

Michael Renshaw

Town Manager

8/6/2024

Date



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: KEVIN M. DOYLE

Address: 346 Mill Road Village: Old Stone Dock ZIP: 02540

Mailing Address: 36 Benwood Dr Village: Mashpee ZIP: 02649

Telephone: [REDACTED] Email: [REDACTED]

How long ^{were} ~~have~~ you been a Resident 43 yrs (date: ¹⁹⁷⁸⁻ 2022) / Taxpayer (date:)

Amount of time you are available to give: unlimited

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

- 250 Anniversary Committee
- 2024 - duration
- interested in staging Battle of Falmouth 2025-2029 (1775-1779)

Seeking: Permanent Position Alternate Position

Have you attended any meetings of the committee for which you are applying? Yes, member of core committee

Relevant affiliation and work and personal experiences:

Large organization leadership (SVP, Dreyfus / VP, Fidelity)
Battalion Commander, NYC, USMCR
MAIT (teaching) Harvard / MS Strategy, Nav War Cole / MA (management) ^{Salve Regina Univ}

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

Poll worker, Precinct 1 - current

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

- Historian/Author/Lecturer: Falmouth/Rev War/Civ War/VN/Mayflower
- Guest Columnist: Old Stone Dock / Mass State Flag / 250th anniversary (proposed)
- President/VP: Old Stone Dock Assn (6 years)
- ~~Former~~ Relationships with Police, Town Mgr, Enterprise / Active in town / Fireworks / Road Race
- Sr VP (Ret) Sales and Mktg, Dreyfus, Fidelity
- Colonel, USMC (Ret), Battalion Commander, Natl Pres, MCROA
- committee work, leadership, ^{marketing} ~~promotions~~ organization

You may attach a resume to this application.

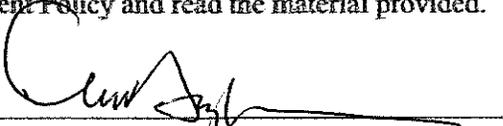
List three (3) references:

	<u>Name</u>	<u>Title</u>	<u>Phone</u>
1.	<u>Peter McConarty</u>	<u>Dir DPW</u>	_____
2.	<u>Troy Clarkson</u>	<u>Columnist, Ent</u>	_____
3.	<u>Su Moran, Michael Kasperian</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.

22 June 2024
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.

OPEN SESSION

COMMITTEE INTERVIEWS

Interview, vote and appoint committee members:

1. 250th Anniversary Task Force
 - h. Catherine Bumpus



AGENDA ITEM SUMMARY SHEET

ITEM NUMBER: Committee Interviews 1.h.

ITEM TITLE: Interview, vote, and appoint committee members- 250th Anniversary Task Force- Catherine O'Brien Bumpus

MEETING DATE: 8/12/2024

WORK SESSION **REGULAR MEETING** **PUBLIC HEARING**

SUBMITTED BY: Mike Renshaw, Town Manager

ATTACHMENTS: 250th Anniversary Task Force Mission and Charge; Application form dated July 19, 2024;

PURPOSE:

The Select Board will interview and consider the appointment of Catherine O'Brien Bumpus to serve on the 250th Anniversary Task Force for a term ending on December 31, 2026.

BACKGROUND/SUMMARY:

- The 250th Anniversary Task Force was created by the Select Board to develop activities that encourage, educate, and celebrate the 250th anniversary of the Declaration of Independence in 2026 in Falmouth.
- On July 5, 2024 the Select Board advertised that it was seeking applications for the 250th Anniversary Task Force; the Task Force will consist of seven (7) to nine (9) members and two alternate members; all positions have a term ending date of December 31, 2026.

- The Town has received eight (8) applications to date.
- Applicant Catherine O'Brien Bumpus submitted her application on July 19, 2024.
- Catherine, a resident of Woods Hole, is currently serving as the Director of Policy and Programs, Cape and Islands District Attorney's Office, was the Executive Director of the Friends of Nobska Light (2016-2021) and is a current Town Meeting member and former Select Board member.

DEPARTMENT RECOMMENDATION:

The Town Manager recommends that the Select Board vote to appoint Catherine O'Brien Bumpus to serve on the 250th Anniversary Task Force with a term to expire on December 31, 2026.

OPTIONS:

- Motion to appoint Catherine O'Brien Bumpus to serve on the 250th Anniversary Task Force for a term ending on December 31, 2026.
- Motion to deny the appointment of Catherine O'Brien Bumpus to serve on the 250th Anniversary Task Force for a term ending on December 31, 2026.
- Some other Board defined alternative.

BUDGET INFORMATION: Applicable: Not Applicable: Budgeted: Yes No

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

FINANCE DIRECTOR COMMENTS (IF APPLICABLE):

N/A

TOWN MANAGER COMMENTS:

The Town Manager recommends that the Select Board vote to appoint Catherine O'Brien Bumpus to serve on the 250th Anniversary Task Force with a term to expire on December 31, 2026.

Michael Renshaw

Town Manager

8/6/2024

Date



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: Catherine O'Brien Bumpus

Address: 45 Millfield St Village: Woods Hole ZIP: 02543

Mailing Address: PO Box 703 Village: Woods Hole ZIP: 02543

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident 33 yrs (date: 1991) / Taxpayer 28 yrs (date: 1996)

Amount of time you are available to give: Varies

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

1. 250th Anniversary Task Force
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: _____

Please see attached brief CV

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

Please see attached brief CV

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

My ability to move things forward combined with my interest in history and Falmouth.

You may attach a resume to this application.

List three (3) references:

	<u>Name</u>	<u>Title</u>	<u>Phone</u>
1.	<u>Doug Jones</u>	_____	_____
2.	<u>Mary Harris</u>	_____	_____
3.	<u>Susan Shephard</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.

7/19/2024
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.

Catherine O'Brien Bumpus
P.O. Box 703, Woods Hole MA 02543, [REDACTED]
[REDACTED]

EMPLOYMENT HISTORY:

Director of Policy and Programs,
Cape and Islands District Attorney's Office 2022 -- Present

Executive Director, Friends of Nobska Light, 2016 -- 2021

Children's School of Science, Teacher, Nautical Science, summers 2012 -- 2018

Twenty One Sails, Owner/Operator 1998 -- Present

Community Involvement:

Town Manager Screening Committee, 2023

Co-President, *Woods Hole Community Association*, 2003-2005, 2008- Present

Vice Chair, *Falmouth Charter Review Committee*, 2011-2016

Elected Member, *Falmouth Town Meeting*, 2005-Present

Elected Member, *Falmouth Board of Selectmen* 2005-2008

Volunteer, *Falmouth Volunteers in Public Schools*, 2000-2009

EDUCATION:

University of Massachusetts at Boston, Bachelor of Arts, June 1991

Town Committee Vacancies

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

Committee	Term Until
Affirmative Action Committee (1 position)	6/30/27
Affordable Housing Committee (2 positions)	6/30/27
Board of Assessors (1 position)	6/30/27
Board of Survey (2 positions)	6/30/24
Building Code Board of Appeals (4 positions)	6/30/25, 6/30/29 (3)
Cable Advisory Committee (4 positions)	6/30/25, 6/30/26, 6/30/27 (2)
Commission on Disabilities (6 positions)	6/30/25 (2), 6/30/26, 6/30/27 (3)
Conservation Commission (2 positions) and (3 alternate positions)	6/30/27 6/30/25 (2), 6/30/26
Constable (2 positions)	6/30/27
Council on Aging (1 position)	6/30/27
Economic Development & Industrial Corp. (EDIC) (2 positions) (Real Estate experience)	6/30/25
(Low Income/Affordable Housing experience)	6/30/26
Edward Marks Building Advisory Committee (1 position)	12/31/24
Energy Committee (2 positions)	6/30/25, 6/30/27
Human Services Committee (2 positions)	6/30/25, 6/30/27
Joint Base Cape Cod – Community Advisory Council	6/30/26
Taskforce on Workforce Sustainability (1 positions)	6/30/25
Veterans Council Committee (1 position)	6/30/25
Zoning Board of Appeals (1 associate member position)	6/30/29

Applications are available on the Town website <https://www.falmouthma.gov/647/Town-Committees-Commissions-and-Boards>. Please submit applications to the Office of the Town Manager and Select Board, or email to townmanager@falmouthma.gov.

OPEN SESSION

COMMITTEE INTERVIEWS

Interview, vote and appoint committee members:

2. Affordable Housing Committee – Kelly McKeon



AGENDA ITEM SUMMARY SHEET

ITEM NUMBER: Committee Interviews 2.

ITEM TITLE: Interview, vote and appoint committee members: Affordable Housing Committee- Kelly McKeon

MEETING DATE: 8/12/2024

WORK SESSION **REGULAR MEETING** **PUBLIC HEARING**

SUBMITTED BY: Mike Renshaw, Town Manager

ATTACHMENTS: Application Form, List of Town Committee Members, List of Vacancies

PURPOSE:

The Select Board is requested to conduct an interview and vote on the appointment of applicant Kelly McKeon to serve on the Affordable Housing Committee.

BACKGROUND/SUMMARY:

- Applicant Kelly McKeon submitted her application form to serve on the Affordable Housing Committee on July 12, 2024 (copy attached).
- There are currently two (2) vacancies on the Affordable Housing Committee, with term expirations of June 30, 2027; the vacancy was properly advertised in accordance with Select Board policy; there is only one applicant.
- Kelly McKeon is a geologist at WHOI studying coastal hazards and has resided in Falmouth for 8 years; during those 8 years she has moved 15 times.

- Kelly also has experience being part of the Housing to Protect Cape Cod- Falmouth working group.

DEPARTMENT RECOMMENDATION:

The Town Manager recommends that the Select Board vote to appoint applicant Kelly McKeon to serve on the Affordable Housing Committee with a term to expire on June 30, 2027.

OPTIONS:

- Motion to appoint applicant Kelly McKeon to serve on the Affordable Housing Committee for a term to expire on June 30, 2027.
- Motion to deny the appointment of Kelly McKeon to serve on the Affordable Housing Committee for a term to expire on June 30, 2027.

BUDGET INFORMATION: Applicable: Not Applicable: Budgeted: Yes No

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

FINANCE DIRECTOR COMMENTS (IF APPLICABLE):

N/A

TOWN MANAGER COMMENTS:

The Town Manager recommends that the Select Board vote to appoint applicant Kelly McKeon to serve on the Affordable Housing Committee with a term to expire on June 30, 2027.

Michael Renshaw

Town Manager

8/6/2024

Date

Affordable Housing Committee (7 members) (3-year terms)

Two vacancies:

- Both with a term ending 6/30/27

One applicant:

- Kelly McKeon



**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: Kelly McKeon

Address: 27 Elm Arch Way Unit 2 Village: Falmouth ZIP: MA

Mailing Address: _____ Village: _____ ZIP: _____

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident 8 years (date: 5/2016) / Taxpayer 8 years (date: 5/2016)

Amount of time you are available to give: ~8-12 hours a month

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

1. Affordable Housing Committee
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: I am a geologist at WHOI studying coastal hazards.

In my 8 years renting in Falmouth I have moved over 15 times. I love Falmouth and I would love to build a life here but it's not possible with the current housing situation, and I'm passionate about changing that. I have been involved in housing efforts at WHOI as well as previously being part of the Housing to Protect Cape Cod Falmouth working group.

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

Briefly describe the particular skills you feel you will add to the committee or board: As a scientist,
I have good research, data analysis, and computer skills that I would love to apply to the issue of housing,
especially the problem of short term rentals. As I've lived in quite a few rentals in town, I have
a good understanding of Falmouth's rental landscape and am directly connected to the groups
of people needing affordable rental housing. I think I would add a fresh perspective to the committee.

You may attach a resume to this application.

List three (3) references:

	<u>Name</u>	<u>Title</u>	<u>Phone</u>
1.	<u>Kim Fish</u>	<u>Housing Coordinator</u>	<u>[REDACTED]</u>
2.	<u>Stephanie Madsen</u>	<u>Sustainability Coordinator</u>	<u>[REDACTED]</u>
3.	<u>Jim Newman</u>	<u>Retired</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.

7/11/2024
DATE

Kelly McKeon
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.

OPEN SESSION

COMMITTEE INTERVIEWS

Interview, vote and appoint committee members:

3. EDIC – Becca Brooker



AGENDA ITEM SUMMARY SHEET

ITEM NUMBER: Committee Interviews 3.

ITEM TITLE: Interview, vote and appoint committee members: Economic Development & Industrial Corporation- Becca Brooker

MEETING DATE: 8/12/2024

WORK SESSION **REGULAR MEETING** **PUBLIC HEARING**

SUBMITTED BY: Mike Renshaw, Town Manager

ATTACHMENTS: Application Form dated May 23, 2024; Resume; Letter of Recommendation from Wayne Lingafelter, Executive Director of Falmouth EDIC

PURPOSE:

The Select Board is requested to conduct an interview and vote on the appointment of applicant Becca Brooker to serve on the Economic Development & Industrial Corporation (EDIC).

BACKGROUND/SUMMARY:

- Applicant Becca Brooker submitted her application form to serve on the EDIC May 23, 2024 (copy attached).
- There are currently two (2) vacancies on the EDIC:
 - One position with Real Estate experience with an unexpired term of June 30, 2025 and;
 - One position with low income/affordable housing experience with an unexpired term of June 30, 2026.

- Applicant Becca Brooker is an East Falmouth resident who has expressed interest in serving on the seat requiring real estate experience; she has nine years of experience in institutional real estate investing, and is currently working towards building her own real estate business focused on contributing attainably priced year-round housing on the Cape.

DEPARTMENT RECOMMENDATION:

The Town Manager recommends that the Select Board vote to appoint applicant Becca Brooker to serve on the EDIC for the position focused on real estate experience to fill the unexpired term until June 30, 2025.

OPTIONS:

- Motion to appoint applicant Becca Brooker to serve on the EDIC for the position requiring real estate experience to fill the unexpired term until June 30, 2025.
- Motion to deny the appointment of Becca Brooker to serve on the EDIC for the position requiring real estate experience to fill the unexpired term until June 30, 2025.

BUDGET INFORMATION: Applicable: Not Applicable: Budgeted: Yes No

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

FINANCE DIRECTOR COMMENTS (IF APPLICABLE):

N/A

TOWN MANAGER COMMENTS:

The Town Manager recommends that the Select Board vote to appoint applicant Becca Brooker to serve on the EDIC for the position focused on real estate experience to fill the unexpired term until June 30, 2025.

Michael Renshaw

8/6/2024

Town Manager

Date

Economic Development & Industrial Corp. (EDIC) (7 members) (3-year terms)

Two vacancies:

- One position with Real Estate experience with an unexpired term until 6/30/25
- One position with low income/affordable housing experience with an unexpired term until 6/30/26

One applicant:

- Becca Booker

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

Please see my answers on Page 3

You may attach a resume to this application.

List three (3) references:

	<u>Name</u>	<u>Title</u>	<u>Phone</u>
1.	<u>Neha Shetty</u>	<u>VP, Real Estate, Morgan Stanley</u>	<u>██████████</u>
2.	<u>Kristen Faia</u>	<u>SVP & Group Manager, JLL</u>	<u>██████████</u>
3.	<u>Matt Savarese</u>	<u>Senior Project Manager, Redgate</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.

5/23/2024
DATE

Rebecca Brooker Digitally signed by Rebecca Brooker
Date: 2024.05.23 13:21:31 -04'00'
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.

Becca Brooker – EDIC Board Application

Relevant affiliation and work and personal experience:

I have nine years of work experience in institutional real estate investing, most recently focusing on ownership of office, retail and industrial properties with Morgan Stanley. For the past nine months, I have been interested in and passionate about learning about the US housing shortage, and am particularly focused on its impact on the Cape. I am entrepreneurial, and in the process of building my own real estate business focused on contributing attainably-priced year-round housing on the Cape. I am a member of the Boston Commercial Real Estate Women's Network (CREW), the Women's Affordable Housing Network, and engaged with the Cape Cod Young Professionals group.

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

I am young, entrepreneurial and driven. I value community, and desire to be involved in the Falmouth community. Falmouth has become my family's home, and my interests are aligned with the mission of the EDIC, to promote economic vitality in the Town.

Current Address

32 Rebecca Ann Lane
East Falmouth, MA 02536

Becca Brooker



EXPERIENCE

Morgan Stanley Real Estate Investing (“MSREI”)

New York, NY

Vice President, Asset Management | October 2017 – June 2023

MSREI operates two investment vehicles: PRIME Property Fund, an open-ended private REIT with ~\$30Bn AUM, and North Haven, a series of global, closed-end opportunistic funds with +\$3.0Bn AUM

- Responsible for the asset management of \$5.4Bn across 60+ office, retail, industrial, seniors housing, medical office and laboratory assets in major US markets such as Boston, NY/NJ, Philadelphia, and Charlotte
 - Senior asset and relationship manager of PRIME’s strategic New Jersey industrial partner, national medical office partner, and Boston laboratory partner
- Managed and executed critical initiatives with regional property management, leasing, and development teams to provide fund managers with frequent visibility into each asset’s cash flow projection, property operations, capital needs, budgets, quarterly appraisals, and reporting
 - Developed strong interpersonal skills and relationships with regional property teams and investment partners to gather market and asset information
 - Built and maintained organized systems in Excel, Outlook, files to organize/process large volume of asset data
- Promoted from starting position as Associate to Senior Associate (Jan 2020), to Vice President (Jan 2022)
- Managed team of three junior asset managers
- Co-led the underwriting and fund approval process for a ~\$600MM redevelopment of an actively-occupied Downtown Boston office tower. Sourced primary care physician amenity for all building tenants; actively participated in weekly construction meetings to monitor development progress; evaluated leasing opportunities; and built/maintained cost tracking Excel model in close collaboration with project development and property management teams
- Selected as US-representative for a global MSREI initiative to improve data collection and reform technological processes across the organization. Operated in Agile project management squads to design new software for the firm

Kayne Anderson Real Estate Advisors (“KAREA”) – *Real Estate Analyst* NY, NY (October 2016 – October 2017)

At employment, KAREA was one of the largest debt investors of junior tranche certificates issued under Freddie Mac’s K-Deal program. KAREA’s debt team had invested +\$1.0 Bn in mortgage-backed securities with a focus on multifamily, senior housing, and student housing

- Evaluated loan collateral for property quality; location and market attributes; supply and demand conditions; and the forward financial performance of individual properties. Responsible for ongoing surveillance of existing debt portfolio
- Traveled to over 25 U.S. cities to evaluate the collateral properties by meeting with borrowers, local brokers, and property managers, in addition to shopping the competitive properties. Provided recommendations to remove any loans from the asset pool that presented unacceptable sponsorship, market, or property risks

Berkadia Commercial Mortgage – *Real Estate Analyst*

NY, NY (August 2015 – October 2016)

Investment analyst for the Seniors Housing and Healthcare group. Berkadia’s Senior Housing and Healthcare group annually originated ~\$1Bn in loans through Fannie Mae, Freddie Mac, HUD, and private bank relationships

- Provided initial assessments of properties’ operating efficiency and asset security based on historical financials and cash flow projections, market studies, operating relationships and third party due diligence
- Developed skills: Strong communication and organization; underwriting senior housing properties; lender relationships

EDUCATION

University of Michigan – Ann Arbor

Ann Arbor, MI

Bachelor of Arts Degree

Graduation: May 2015

Majors: Chinese Language and Culture; Organizational Studies with focus in International Business

Minor: Business Administration through the Stephen M. Ross School of Business

Honors: University Honors; James B. Angell Scholar; Barger Leadership Institute Global Scholarship recipient

SKILLS & INTERESTS

- Proficient in Argus Enterprise, Microsoft Excel, Word, PowerPoint, CoStar; highly organized
- Member of Commercial Real Estate Women’s Network (CREW); Women’s Affordable Housing Network (WAHN)
- Enjoys walking nature trails with puppy Vizsla; learning acoustic guitar; reading; Falmouth, MA



July 15, 2024

Select Board Chairperson Dr. Nancy Taylor
Falmouth Town Hall
59 Town Hall Square
Falmouth MA 02

Dear Chairperson Taylor:

As Executive Director of the Falmouth Economic Development & Industrial Corp (EDIC), I was directed by the Board of Directors of the EDIC to submit a letter of recommendation to the Falmouth Select Board on the application by Becca Brooker for a position on the EDIC Board. Ms. Brooker appeared at the EDIC's July Board meeting for an interview with the entire Board. The Directors found her knowledge, experience and interest to be a compelling fit for the EDIC's priorities. Ms. Brooker's real estate background is of particular interest to the Board as it pursues the opportunity for affordable workforce housing at the Falmouth Station. Due to her interest in the EDIC's mission, her energy and the diversity she brings to the Board, the Directors voted unanimously to make this recommendation.

I understand Ms. Brooker will be scheduled to appear before the Select Board in the near future for an interview. We encourage the Select Board to confirm her application at that time. We suggest that she join the EDIC Board as its Real Estate Designee, filling an unexpired term ending in June 2025.

Please feel free to reach out to me if this application raises any questions or concerns for the Select Board.

Thank you.

Wayne Lingafelter
Executive Director
Falmouth EDIC

cc: Diane Davidson
Mark Lowenstein, Co-Chair EDIC
Colin Reed, Co-Chair EDIC

OPEN SESSION

BUSINESS

1. Report – Falmouth Cultural Council **(15 minutes)**



AGENDA ITEM SUMMARY SHEET

ITEM NUMBER: Business 1.

ITEM TITLE: Report- Falmouth Cultural Council

MEETING DATE: 8/12/2024

WORK SESSION **REGULAR MEETING** **PUBLIC HEARING**

SUBMITTED BY: Mike Renshaw, Town Manager

ATTACHMENTS: Presentation

PURPOSE:

The Select Board will hear an annual report from the Falmouth Cultural Council.

This report is for informational purposes only. The Board will take no formal action.

BACKGROUND/SUMMARY:

- The mission of the Falmouth Cultural Council is to promote excellence, inclusion, education, and diversity in the arts, humanities, and interpretive sciences in order to foster a rich cultural life, and contribute to the economic vitality of our community.
- The Falmouth Cultural Council is a committee made of up to 12 volunteers appointed by the Select Board.
 - Its role is to review grant applications, and, based on local funding priorities, decide which grant applications should be funded and at what level.

- In addition, the Falmouth Select Board has appointed the Falmouth Cultural Council as the administrative body to oversee the Arts and Culture Element of the Falmouth Comprehensive Plan.

DEPARTMENT RECOMMENDATION:

This report is being provided for informational purposes only; no formal action is requested.

OPTIONS:

N/A

BUDGET INFORMATION: Applicable: Not Applicable: Budgeted: Yes No

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

FINANCE DIRECTOR COMMENTS (IF APPLICABLE):

N/A

TOWN MANAGER COMMENTS:

This report is being provided for informational purposes only; no formal action is requested.

Michael Renshaw

Town Manager

8/6/2024

Date



**Falmouth Cultural Council
Annual Report to the Falmouth Select Board
August 12, 2024**

Falmouth Cultural Council Mission Statement: To promote excellence, inclusion, education, and diversity in the arts, humanities, and interpretive sciences in order to foster a rich cultural life, and contribute to the economic vitality of our community.

The Falmouth Cultural Council is one of 329 Local Cultural Councils serving all 351 cities and towns in the Commonwealth. The Local Cultural Council Program, administered by the Massachusetts Cultural Council, a state agency, is the largest grassroots cultural funding network in the nation. Members of the Falmouth Cultural Council (FCC) are appointed by the Select Board. The FCC's primary role is to review grant applications and, based on local funding priorities, decide which grant applications should be funded and at what level. In addition, the Falmouth Select Board has appointed the Falmouth Cultural Council as the administrative body to oversee the Arts and Culture Element of the Falmouth Comprehensive Plan.

FY2024 GRANT INFORMATION: The Falmouth Cultural Council received 43 grant applications and awarded a total of \$20,000 to 26 projects. Of these funds, \$8,400 was allocated by the Mass Cultural Council; \$10,000 was from a line-item in the Town of Falmouth's budget; and \$1,600 was contributed by the Council's local fundraising partner, the Falmouth ArtMarket. The Town's ongoing commitment to funding the Cultural Council allows these 26 projects to be funded at an appropriate level. Fully 96% of this year's grantees were funded at the level they requested, up from 60% before Town funds were added. Of these 26 programs, 23 were free, 15 were held in Falmouth's libraries or schools, and 8 were submitted by BIPOC artists or organizations. A complete list of grantees is at the end of this report.

MUSIC AT THE TABLE: For the first time, the Cultural Council funded its own project, Music at the Table, a weekly live-music outreach program for our unhoused community members. In addition to its \$1,000 grant award, Music at the Table has received \$5,000 from Saint Barnabas' Behrens Fund, as well as \$2,700 in individual donations from Falmouth residents and businesses. Because of the outpouring of support for Music at the Table, live music will be part

of Saint Barnabas' free lunch program, A Place at the Table, throughout 2024. Additional fundraising is planned to enable the program to continue on an ongoing basis.

COMMUNITY ENGAGEMENT: The Cultural Council's second and ongoing responsibility is community engagement. Our four-month community survey outreach, spring grantee reception, and fall grant-writing workshop are part of the Council's community engagement efforts. In addition, the Council has created a new website with a Calendar of Events that helps promote our current and former grantee's programs: www.falmouthculturalcouncil.org. In January, we initiated a monthly e-newsletter which now has over 500 subscribers. And Rima Petroyan, one of our student representatives, has increased our presence on social media, which adds to our ability to get the word out about local cultural programming.

COMMUNITY SURVEY: Council members actively obtained in-person feedback on funding priorities at various cultural and community events and sites, including Arts Alive, the Falmouth Farmers Market, and the Falmouth Service Center. In addition, the Falmouth Art Center, Falmouth Museums on the Green, Falmouth Public Library, Falmouth Senior Center, and North Falmouth Village Association included a notice and a link to the survey in their e-newsletters. We had the survey translated into Portuguese, Cape Verdean Kriolu, and Spanish. Two years ago, there were 80 responses to the survey. By increasing our in-person presence at community events, we increased the survey response to 350 in FY23. This year, we received over 450 responses, with just under 10% from our non-English speaking community members. The results of the Community Survey create the funding priorities that Council members use in assessing the applications it receives for the FY25 grant cycle.

SURVEY RESULTS: When asked to identify **unmet needs** in regard to cultural programming, survey respondents overwhelmingly selected free or low-cost programs (\$5 per person, with children at no charge) by almost a 2:1 margin. This was followed by projects celebrating cultural diversity; new local events and first-time applicants; and programs in all the villages of Falmouth, all of which were equally ranked but well behind free or low-cost events.

When asked to select up to three programming preferences, the community's top three choices were community-wide fairs and festivals; children's and school programs; and nature and environmental science programs and lectures. All ranked about equally. These choices were closely followed by concerts and dance performances; theater, comedy, spoken word, and storytelling; and projects celebrating local history. Also, over 70% of respondents want the Cultural Council to prioritize projects inclusive of underserved populations (BIPOC, LGBTQ+, Low-Income, Non-English Speaking, and People with Disabilities).

The results of our community survey have been consistent for the past two years: the community is interested in all types of cultural programs but wants them to be inclusive. The community also remains concerned that cost can pose a barrier, especially for families with children.

STUDENT REPRESENTATION: The Council made an additional outreach effort to meet its goal of having 2 young adults (high school, community college, vocational school and/or working adults) on the Council by the end of FY 2024. Falmouth is one of only 5 town across the Commonwealth with students on its Cultural Council. Our current students are Luke Okokoshi-Michel, a Falmouth Academy junior, and Rima Petrosyan, a Falmouth High School junior. Sadie Inman, our first student representative, has graduated from Falmouth High School and will attend the University of Vermont in September.

CULTURAL DISTRICT: At the Cultural Council's June 18, 2024, meeting, all members who were present (8 of 12) voted in favor of beginning to explore the process of establishing a cultural district for Falmouth.

From the MCC website: "Cultural districts are walkable areas with a density of cultural facilities, activities, and assets. They are easy-to-navigate, act as hubs of cultural, artistic, and economic activity, and offer a place-based identity to collaborative community initiatives. Launched in 2011 by an act of the state legislature, Cultural Districts drive economic growth, strengthen the distinctive local character of each town, and improve the quality of life of families across Massachusetts. By supporting arts, humanities, and science organizations, Cultural Districts attract tourists and entrepreneurs, which in turn help communities foster their cultural sector and expand their tax base. And that benefits everyone."

We have asked Carolyn Cole, MCC's Cultural District Initiative Program Officer, to guide us through this exploratory process. She has recommended that we reach out to Harwich's director of cultural affairs. Harwich has two of the newest Cape Cod cultural districts. Barnstable Village and Hyannis; Orleans; Provincetown; Sandwich; Wellfleet; Aquinnah; Vineyard Haven; and Nantucket also have cultural districts.

Falmouth had submitted an application to establish a cultural district in 2014. The footprint of the proposed cultural district exceeded the MCC's requirements. Ms. Cole says that the criteria and process has changed so much in the past ten years that it would be better to start fresh. The MCC's cultural district designation process is paused until FY26. Since 2011, each cultural district has received a yearly MCC grant of \$5,000. In the last round of MCC cultural district funding, \$15,000 was allocated to each cultural district.

As we begin to gather information, the Cultural Council will ask the Select Board to designate a liaison or liaisons to assist in formulating a cultural district management plan. In 2018, *Cape Cod Life* had an article describing the impact of cultural districts on the attraction of tourists to Cape Cod towns: <https://capecodlife.com/the-cape-cod-effect-cultural-districts/2/>

The Mass Cultural Council Cultural District links below are to provide a background:

<https://massculturalcouncil.org/communities/cultural-districts/>

<https://massculturalcouncil.org/blog/cultural-districts-report-solid-economic-indicators/>

<https://massculturalcouncil.org/blog/810000-awarded-to-54-state-designated-cultural-districts/>

<https://massculturalcouncil.org/blog/cultural-districts-creating-areas-of-opportunity-for-more-than-a-decade/>

<https://massculturalcouncil.org/blog/mass-cultural-council-approves-two-new-cultural-districts-on-cape-cod/>

FY2025 GRANT INFORMATION: The Grant Cycle will begin on September 1 and applications must be submitted online by October 15. The Falmouth Cultural Council will hold a grant writing workshop at the Falmouth Public Library during this submission period to answer any questions potential applicants might have on the process. Information is also available through the Cultural Council's website: <https://www.falmouthculturalcouncil.org/writing-workshop> The website also includes information about funding priorities and how to manage a grant award: <https://www.falmouthculturalcouncil.org/managing-your-grant>.

The Mass Cultural Council assembles the applications and provides them online to the local cultural councils, which review the applications in November and December. Decisions will be made by early 2025.

The complete list of FY24 grant recipients is below.

The Arts & Justice Collective, The Arts & Justice Festival 2024, \$500

ArtsFalmouth, Inc., Jazz Stroll, \$1,200

The Awareness Project, Mindfulness & Artmaking for Older Americans, \$450

Candida Rose Baptista, KabuMerikanus: The Sum of US, \$1,000

David R. Bates III, Sea Songs and Stories, \$500

The Cultural Center of Cape Cod, Inc., Rise & Shine Program, \$400

Cape Cod Chamber Music Festival, Inc., 2024 Concerts in Falmouth, \$750

Children's Discovery Museum of Cape Cod, Inc., WHOI Ocean Day Event, \$1,000

Cape Symphony, Inc. Falmouth Campus, Cape Symphony Presents KabuJazz, featuring Candida Rose, \$1,000

College Light Opera Company, Inc., High School Internship Program, \$1,000

Motoko Dworkin, Tales & Origami for Teens, \$600

Falmouth Artists Guild, Inc., Art for Tweens & Teens, \$1,000

Falmouth Chamber Players, Inc., Spring Concert, \$850

Falmouth Cultural Council, Music at the Table, \$1,000
Falmouth High School Ceramics Program, Impressing Botanicals, \$1,000
Good Grief Cape Cod, Real Talk and Lending Library, \$1,000
Linking Indigenous & Non-Indigenous Knowledge, Wampanoag Cultural Experience, \$1,000
Katherine Lockwood, The Power of Perspective, OUCH!, OOPS!, OH NO!, \$1,000
Julian Loida, Dance Vibrations: A Synesthetic Experience, \$1,000
Michael Shea, Songs and Stories of the American Folk Revival for Seniors, \$600
Anne Smrcina, Local Marie Life in Art and Science, \$250
Anne Smrcina, Wonderful Whales, \$500
Song Keepers, LTD, The Thunderchild Street Show, \$500
West Falmouth Library, Inc., Eco Magic, \$400
Naomi Westwater Weekes, The Reclamation Project: Honoring the Voices of People of Color in Folk Music, \$1,000
Mary Wilson, Puppets, Paul & Mary, \$500

The Falmouth Cultural Council's grant program significantly contributes to "a rich cultural life in Falmouth." As these projects demonstrate, Falmouth has a strong and vital creative community that supports our local economy.

The Cultural Council meets on the third Tuesday of the month at 7:00 PM at Town Hall. All agendas and minutes of Council meetings are available on the Town of Falmouth's website. We abide by Open Meeting and Conflict of Interest requirements.

Current members of the Falmouth Cultural Council (with term expiration dates) are:

Paul Courtney, 6/30/2025; Nikki Engstrom (Secretary), 6/30/2025; Ocean Eversley, 6/30/2027; Carrie Fradkin, 6/30/2027; Caroline Inman, 6/30/2026; Ilene Karnow (Treasurer), 6/30/2027; Patricia Kauffman, 6/30/2026; Alice Kociemba (Chair), 6/30/2027; Luke Okoshi-Michel, 6/30/2027; Rima Petrosyan, 6/30/2027; Marilyn Rowland, 6/30/2025; George Scharr, 6/30/2025.

Thank you for this opportunity to present this information to you.

Sincerely,
Alice Kociemba, Chair, Falmouth Cultural Council

OPEN SESSION

BUSINESS

2. Update on the Eversource Martha's Vineyard Cabling Project and Revised Project Schedule **(10 minutes)**



AGENDA ITEM SUMMARY SHEET

ITEM NUMBER: Business 2.

ITEM TITLE: Update on the Eversource Martha's Vineyard Cabling Project and Revised Project Schedule.

MEETING DATE: 8/12/2024

WORK SESSION **REGULAR MEETING** **PUBLIC HEARING**

SUBMITTED BY: Peter McConarty /Public Works for Eversource Energy

ATTACHMENTS: Presentation

PURPOSE:

Eversource Energy will provide an update on the Martha's Vineyard cabling project and review a proposed revised project schedule along Surf Drive and directional drilling within the Mill Road Parking Lot.

Eversource will request to postpone a Board vote on the revised schedule until an upcoming future meeting.

BACKGROUND/SUMMARY:

- Eversource has completed underground work on Mill Road and Jones Road.
- Eversource is completing their utility pole relocation along Palmer Avenue.
- Surf Drive is the next section of work to be undertaken. Eversource has been working with the Department of Public Works on improving the Town's infrastructure during their cabling project.

DEPARTMENT RECOMMENDATION:

The Department of Public Works recommends support of the proposed work along Surf Drive. Eversource has agreed to work with Public Works on replacing a 120-year-old water main, installing a sidewalk from Walker Street to Shore Street, and installing drainage structures in flooding areas.

No formal Board action is requested at this time; Eversource Energy will present a proposed revised construction schedule for Board consideration at a future meeting.

OPTIONS:

N/A

BUDGET INFORMATION: Applicable: Not Applicable: Budgeted: Yes No

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

FINANCE DIRECTOR COMMENTS (IF APPLICABLE):

N/A

TOWN MANAGER COMMENTS:

No formal Board action is requested at this time; Eversource Energy will present a proposed revised construction schedule for Board consideration at a future meeting.

Michael Renshaw

Town Manager

8/6/2024

Date

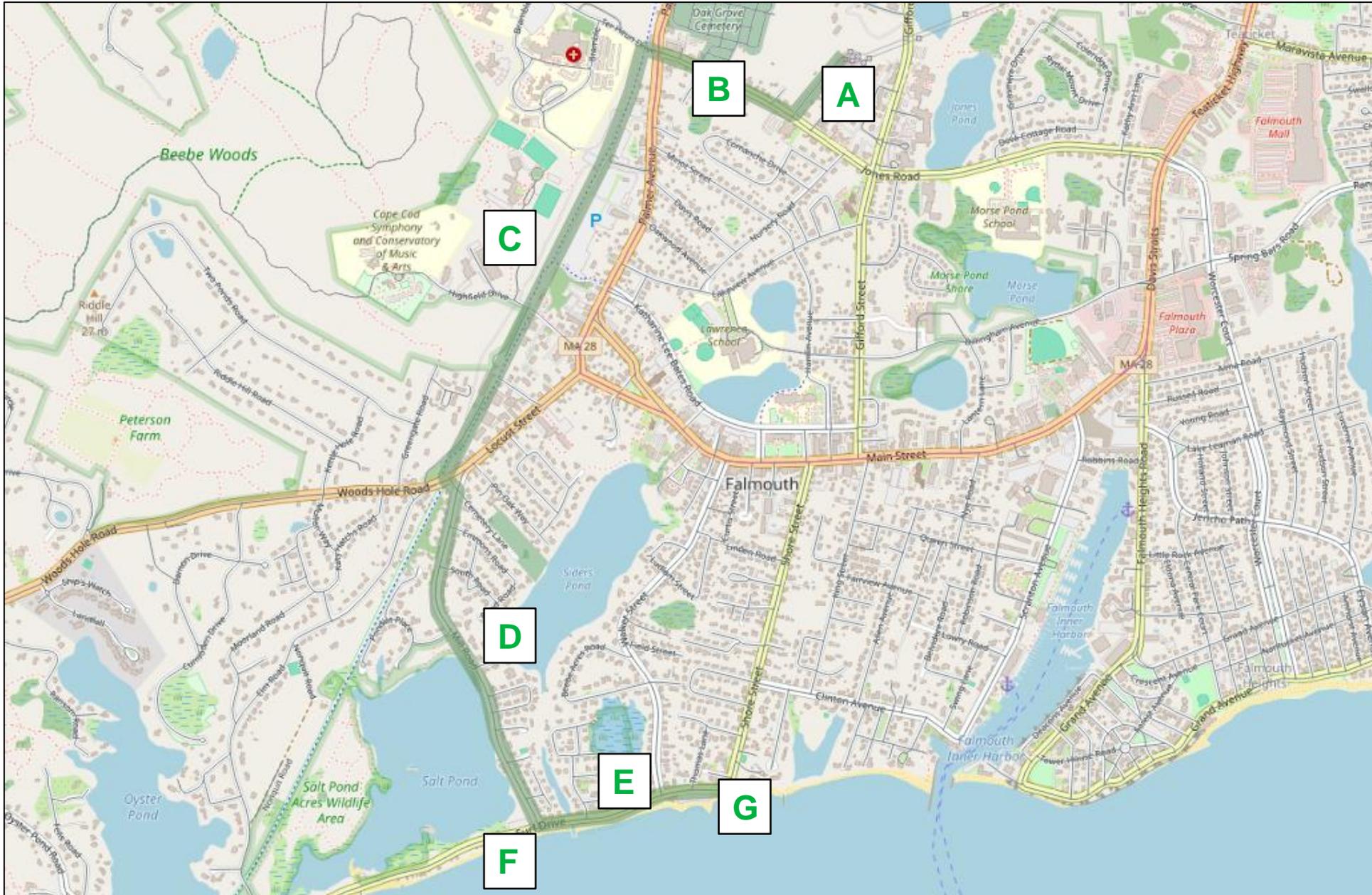
Falmouth, MA

Update to Select Board

August 12, 2024

Enhancing System Reliability

New Submarine Cables Falmouth to Martha's Vineyard



- A** Stephen's Lane
- B** Jones Road
- C** Shining Sea Bikeway
- D** Mill Road
- E** Surf Drive
- F** HDD – Mill Road
- G** HDD – Surf Drive

Jones Road and Mill Road - Complete



Shining Sea Bikeway



- October 15 – December 31
- Path Closed (Ter Heun Drive to Locust Road Parking Lot)
- Duct Bank Installation
- Vegetation Management
- Path Widening & Repave

Surf Drive

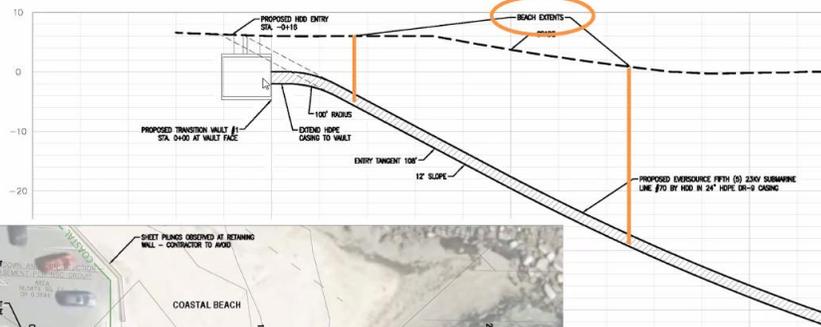


- September 16 – December 31
- Water Main Replacement
- Duct Bank Installation
- Crosswalk Moved
- Site Restoration

HDD Operations in the Surf Drive Parking Lot

Sheet 6 of 23

Depth of Cable is 10- to 28-feet below the beach surface.



- Early January – Mid-May
- Mill Road Parking Lot
- Surf Drive Parking Lot
- 7-Days/Week
- Noise and Light barriers to be installed

Compensation

\$100,000 – Surf Drive

\$250,000 – Shining Sea Bikeway

\$250,000 – Depot Avenue

\$200,000 – Traffic, Congestion etc.

Pole Relocation – Palmer Ave.

Value Added

Water main replacement

Water system tie ins

Bike path widening

Dedicated feed to Falmouth Hospital

Timeline:

2024-2025



Surf Drive

SEP - DEC

Shining Sea Bikeway

OCT - DEC

Horizontal Directional Drilling

JAN - MAY

Stephen's Lane

SEP - OCT

Questions / Comments
Philip Burt, Community Relations
philip.burt@eversource.com
774.994.7512

OPEN SESSION

BUSINESS

3. Consider vote to amend Little Pond Place LLC lease of Town property at 41 Spring Bars Road **(5 minutes)**



ITEM NUMBER: Business 3.

ITEM TITLE: Consider vote to amend Little Pond Place LLC lease of Town property at 41 Spring Bars Road

MEETING DATE: 8/12/2024

WORK SESSION **REGULAR MEETING** **PUBLIC HEARING**

SUBMITTED BY: Peter Johnson-Staub, Assistant Town Manager

ATTACHMENTS: Amendment to Affordable Housing Restriction, Amendment to Loan Documents, Amendment to Notice of Ground Lease, First Amendment to Ground Lease

PURPOSE:

The Select Board is asked to execute two documents relating to an amendment of the 99-year lease of Town property located at 41 Spring Bars Road to Little Pond Place LLC. The purpose of the amendment is to facilitate public access to a parcel of land owned by the Town under the care and control of the Conservation Commission which borders Little Pond.

BACKGROUND/SUMMARY:

- On May 13, 2019, the Town of Falmouth (“Landlord”) entered into a Ground Lease with Little Pond Place, LLC (“Tenant”), where the Tenant leased from the Landlord a 11.39 +/- acre parcel of land located at 41 Spring Bars Road, Falmouth.
- The tenant constructed, and is now maintaining, a 40-unit affordable, deed restricted housing complex known as Little Pond Place.
- The Town of Falmouth Conservation Commission has care and control of a parcel

of land adjacent to the parcel leased to Little Pond Place LLC. The Conservation Department has funding to undertake invasive species removal and improvements to create public access to this conservation parcel.

- To provide public access to the conservation parcel with the least environmental impact, and in the most cost-effective manner, the Town seeks to maintain a driveway through a portion of the parcel that is now leased to Little Pond Place LLC.
- The Little Pond Place LLC has agreed to modify the leased area in order to authorize this public access and avoid any related liability for public use of the driveway. An area of approximately 1,354 square feet will be removed from the parcel leased by Little Pond Place from the Town.
- In order to accomplish this, the following documents require the Select Board's signatures:
 - Amendment to Affordable Housing Restriction
 - Amendment to Loan Documents
 - Amendment to Notice of Ground Lease
 - First Amendment to Ground lease
- Maura O'Keefe, Town Counsel, has reviewed and approved the documents.

DEPARTMENT RECOMMENDATION:

The Town Manager's Office Recommends the Select Board adopt the following Motion.

Motion: Move to approve and execute the following documents as submitted:

- Amendment to Affordable Housing Restriction
- Amendment to Loan Documents
- Amendment to Notice of Ground Lease
- First Amendment to Ground lease

OPTIONS:

- Motion to execute all documents as recommended by staff;
- denial to execute all documents as recommended by staff;
- Board defined alternative.

BUDGET INFORMATION: Applicable: Not Applicable: Budgeted: Yes No

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

FINANCE DIRECTOR COMMENTS (IF APPLICABLE):

N/A

TOWN MANAGER COMMENTS:

The Town Manager recommends that the Select Board vote to amend Little Pond Place LLC lease of Town property at 41 Spring Bars Road as presented.

Michael Renshaw

Town Manager

8/8/2024

Date

Amendment to Loan Documents

August 12, 2024

AMENDMENT TO LOAN DOCUMENTS

This Amendment to Loan Documents (this “Amendment”) is dated and made effective as of _____, 2024 by and among **LITTLE POND PLACE, LLC**, a Massachusetts limited liability company, having an address at c/o Affirmative Investments, Inc., 33 Union Street, Boston, Massachusetts 02108 (“Borrower”), and **THE COMMONWEALTH OF MASSACHUSETTS ACTING BY AND THROUGH THE EXECUTIVE OFFICE OF HOUSING AND LIVABLE COMMUNITIES** (formerly, the Department of Housing and Community Development), having an address at 100 Cambridge Street, Suite 300, Boston, Massachusetts 02114 (the “Agent Lender”), for itself and as agent for the following lenders: Massachusetts Housing Partnership Fund Board, a Massachusetts public instrumentality and body politic and corporate (“MHP”); The Commonwealth of Massachusetts, acting by and through the Executive Office of Housing and Livable Communities under the Affordable Housing Trust Fund Statute, M.G.L. c. 121D, by the Massachusetts Housing Finance Agency, as Administrator (“AHT”); Community Economic Development Assistance Corporation, a body politic and corporate, duly organized and existing in accordance with Chapter 40H of the Massachusetts General Laws (“CEDAC”); the Falmouth Affordable Housing Fund, acting by and through the Falmouth Select Board, as Trustees, pursuant to Chapter 29 of the Acts of 2011 (the “Town AHF”); and Massachusetts Housing Partnership Fund Board, as agent for The Commonwealth of Massachusetts, acting by and through the Executive Office of Housing and Livable Communities under the Housing Stabilization and Investment Trust Fund Statute, M.G.L. c. 121F (“HSF”) (the foregoing lenders, together with the Agent Lender, collectively the “Participating Lenders”) and the **TOWN OF FALMOUTH, MASSACHUSETTS**, having an address at 59 Town Hall Square, Falmouth, Massachusetts 02540 (the “Landlord”).

RECITALS:

WHEREAS, on May 13, 2019, the Participating Lenders made the following loans to the Borrower for the purpose of financing the development of a 40-unit affordable housing project located at 41 Spring Bars Road, Falmouth, Massachusetts (the “Project”): (i) a \$550,000.00 loan from the Agent Lender to the Borrower under the HOME Program (the “HOME Loan”); (ii) a \$1,000,000.00 loan from AHT to the Borrower under the AHT Program (the “AHT Loan”); (iii)

a \$355,000.00 loan from CEDAC to the Borrower under the CBH Program (the "CBH Loan"); (iv) a \$550,000.00 loan from HSF to the Borrower under the HSF Program (the "HSF Loan"); (v) a \$430,000.00 loan from MHP to the Borrower under the CATNHP Program (the "CATNHP Loan"); (vi) and a \$750,000.00 loan from the Town AHT to the Borrower under the Falmouth Affordable Housing Fund Program (the "Town AHT Loan") (the foregoing loans collectively the "Participating Lender Loan"); and

WHEREAS, the Borrower has executed and delivered certain loan documents evidencing and securing the Participating Lender Loan, each dated as of May 13, 2019, including: (i) six Promissory Notes in the amount of the HOME Loan, AHT Loan, CBH Loan, HSF Loan, CATNHP Loan and Town AHF Loan, respectively; (ii) a certain Loan Agreement (the "Loan Agreement") by and between Agent Lender and Borrower; (iii) a certain Leasehold Mortgage, Security Agreement and Conditional Assignment of Leases and Rents from Borrower to Agent Lender recorded with the Barnstable County Registry of Deeds (the "Registry") in Book 32017, Page 224 (the "Mortgage"); (iv) a certain Affordable Housing Restriction from Borrower to the Participating Lenders recorded with the Registry in Book 32017, Page 156 (the "Restriction"); and a (v) a certain Ground Landlord Estoppel and Agreement from Landlord to the Participating Lenders, recorded with the Registry in Book 32017, Page 258; (collectively, with all other documents now or hereafter executed by Borrower and relating to the Participating Lender Loan, including any assignments and/or amendments to any of the foregoing, the "Loan Documents"); and

WHEREAS, the Landlord and Borrower entered into that certain Ground Lease on May 13, 2019 (the "Lease"), whereby Borrower leased from Landlord a parcel of land located at 41 Springs Bars Road, Falmouth, Massachusetts containing approximately 11.39 acres and shown as "Lot 1" on a plan of land entitled "Plan of Land prepared for Three Hundred Committee in Teaticket, Falmouth, MA, Scale 1"=50', Date: March 29, 2019", prepared by Holmes and McGrath, Inc., which plan is recorded with the Registry (the "Property"); and

WHEREAS, Landlord has agreed to allow the Town of Falmouth Conservation Commission and The 300 Hundred Committee Land Trust to make improvements for public use on a 1,354 square foot portion of the Property; and

WHEREAS, as of the date hereof, Landlord and Borrower have entered into a First Amendment to Ground Lease (the "Lease Amendment") to revise the legal description of the Property in order to release the 1,354 square foot portion of the Property from the Lease; and

WHEREAS, the Borrower has requested and the Participating Lenders have agreed to amend the Loan Documents to reflect the change in the legal description of the Property and the Lease Amendment; and

WHEREAS, the Borrower and the Participating Lenders have executed the following amendment documents, each of even date herewith: (i) that certain Amendment to Leasehold Mortgage, Security Agreement, and Conditional Assignment of Leases and Rents and (ii) that certain Amendment to Affordable Housing Restriction (together, the "Amendment Documents"); and

NOW, THEREFORE, in consideration of the mutual rights set forth below and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Borrower and the Lender hereby agree as follows:

1. Any reference in the Loan Documents to the legal description shall be deemed to mean the legal description attached as Exhibit A to this Amendment.
2. Any reference in the Loan Documents to the Ground Lease shall be deemed to mean the Ground Lease, as amended by the Lease Amendment.
3. Any reference to the Mortgage or Restriction in any of the other Loan Documents shall be deemed to mean the Mortgage and Restriction, as amended by the Amendment Documents.
4. All of the terms and provisions of the Loan Documents, except as expressly modified by the Amendment Documents or this Amendment, are hereby ratified and confirmed, and the Borrower hereby reaffirms all representations and warranties of the Loan Documents as of the date hereof.
5. This Amendment may be executed in several counterparts, each of which when executed and delivered shall be an original, but all of which together shall constitute one instrument.

[Remainder of Page Intentionally Blank; Signature Page Follows]

IN WITNESS WHEREOF, the undersigned have each duly executed this Amendment as an instrument under seal, in the name and on behalf of each of them, acting by their duly-authorized officers or appropriate legal representatives, as of the date set forth above.

AGENT LENDER:

**THE COMMONWEALTH OF MASSACHUSETTS, ACTING BY AND THROUGH THE
EXECUTIVE OFFICE OF HOUSING AND LIVABLE COMMUNITIES**

By: _____

Name:

Title:

BORROWER:

LITTLE POND PLACE, LLC, a Massachusetts limited liability company

By: Little Pond Place MM, LLC, a Massachusetts limited liability company, its managing member

By: Affirmative Investments, Inc., a Massachusetts corporation, its managing member

By: _____

Name:

Title:

LANDLORD:

TOWN OF FALMOUTH, acting by and
through its Select Board

Name: _____

EXHIBIT A

Amendment to MassDocs Affordable Housing Restriction

August 12, 2024

AMENDMENT TO AFFORDABLE HOUSING RESTRICTION

This Amendment to Affordable Housing Restriction (this "Amendment") is made as of the ___ day of _____, 2024, by and between Little Pond Place, LLC, a Massachusetts limited liability company, having an address at c/o Affirmative Investments, Inc., 33 Union Street, Boston, Massachusetts 02108 (the "Grantor"), the Town of Falmouth, acting by and through its Select Board ("Landlord"); The Commonwealth of Massachusetts, acting by and through the Executive Office of Housing and Livable Communities, (f/k/a, the Department of Housing and Community Development) ("EOHLC"), Massachusetts Housing Partnership Fund Board, a Massachusetts public instrumentality and body politic and corporate, with an office at 160 Federal Street, 2nd Floor, Boston, Massachusetts 02110 ("MHP"); The Commonwealth of Massachusetts, acting by and through the Executive Office of Housing and Livable Communities under the Affordable Housing Trust Fund Statute, M.G.L. c. 121D, by the Massachusetts Housing Finance Agency, as Administrator, having an address at One Beacon Street, Boston, Massachusetts 02108 ("AHT"); Community Economic Development Assistance Corporation, a body politic and corporate, duly organized and existing in accordance with Chapter 40H of the Massachusetts General Laws with an office at 18 Tremont Street, Suite 500, Boston, Massachusetts 02108 ("CEDAC"); the Falmouth Affordable Housing Fund, acting by and through the Falmouth Select Board, as Trustees, pursuant to Chapter 29 of the Acts of 2011 (formerly described as the Town of Falmouth, Massachusetts, acting by and through its Affordable Housing Trust), having an address at 59 Town Hall Square, Falmouth, Massachusetts 02540 (the "Falmouth AHF"); Massachusetts Housing Partnership Fund Board, having a mailing address of 160 Federal Street, Boston, Massachusetts 02110, as agent for The Commonwealth of Massachusetts, acting by and through the Executive Office of Housing and Livable Communities under the Housing Stabilization and Investment Trust Fund Statute, M.G.L. c. 121F ("HSITF"); the Executive Office of Health and Human Services, with a mailing address of One Ashburton Place, 11th Floor, Boston, Massachusetts 02108 ("EOHHS"); and the Massachusetts Rehabilitation Commission, with a mailing address of Administrative Offices, 600 Washington Street, Boston, Massachusetts 02111 ("MRC", and together with EOHHS, HSITF, AHT, Falmouth AHT, CEDAC, AHT, MHP and EHOLC, collectively, the "Holders").

BACKGROUND

- A. Landlord and Grantor entered into that certain Ground Lease on May 13, 2019 (the "Lease"), whereby Grantor leased from Landlord a parcel of land located at 41 Springs Bars Road, Falmouth, Massachusetts containing approximately 11.39 acres and shown as "Lot 1" on a plan of land entitled "Plan of Land prepared for Three Hundred Committee in Teaticket, Falmouth, MA, Scale 1"=50', Date: March 29, 2019", prepared by Holmes and McGrath, Inc., which plan is recorded with the Barnstable County Registry of Deeds (the "Registry") in Book 679, Page 75 (the "Property")
- B. Grantor and the Landlord granted an Affordable Housing Restriction on the Property for the benefit of the Holders dated as of May 13, 2019, recorded on May 14, 2019 with the Registry in Book 32017, Page 156 (the "AHR").
- C. Landlord has agreed to allow the Town of Falmouth Conservation Commission and The 300 Hundred Committee Land Trust to make improvements for public use on a 1,354 square foot portion of the Property.
- D. As of the date hereof, Landlord and Grantor have entered into a First Amendment to Ground Lease to revise the legal description of the Property in order to release the 1,354 square foot portion of the Property from the Lease.
- E. Grantor, the Landlord and the Holders have agreed to amend the AHR to reflect the change in the legal description of the Property.

AGREEMENTS

FOR VALUABLE CONSIDERATION, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

- 1. Capitalized terms used in this Amendment but not otherwise defined herein shall have the meanings set forth in the AHR.
- 2. The legal description attached as Exhibit A to the AHR is deleted in its entirety and replaced with Exhibit A attached to this Amendment.
- 3. Except as expressly amended herein, the AHR is hereby ratified and confirmed.
- 4. This Amendment shall be governed by the laws of The Commonwealth of Massachusetts.

[Signature Page to Follow]

Executed as a sealed instrument as of the date first written above.

EOHLC:

THE COMMONWEALTH OF MASSACHUSETTS,
acting by and through the EXECUTIVE OFFICE OF
HOUSING AND LIVABLE COMMUNITIES

By: _____
Name:
Title:

COMMONWEALTH OF MASSACHUSETTS

County of Suffolk, ss.,

On this ____ day of _____, 2024 before me, the undersigned notary public, personally appeared _____, the _____ of the Commonwealth of Massachusetts acting by and through the Executive Office of Housing and Livable Communities, proved to me through satisfactory evidence of identification, which was [a current driver's license] [a current U.S. passport] [my personal knowledge], to be the person whose name is signed on the preceding or attached document, and acknowledged to me that s/he signed it voluntarily for its stated purpose as the voluntary act of the Commonwealth of Massachusetts acting by and through the Executive Office of Housing and Livable Communities.

Notary Public
My commission expires:

TOWN OF FALMOUTH, acting by and through its Select Board

Name: _____

COMMONWEALTH OF MASSACHUSETTS

_____ ss.

On this ___ day of _____, 2024, before me, the undersigned Notary Public, personally appeared _____, proved to me through satisfactory evidence of identification, namely _____, to be the person whose name is signed on the preceding document, and acknowledged to me that he signed it voluntarily for its stated purpose as the voluntary act of the Select Board of the Town of Falmouth.

Notary Public
My Commission Expires: _____

MHP:

MASSACHUSETTS HOUSING PARTNERSHIP
FUND BOARD

By: _____

Name:

Title:

COMMONWEALTH OF MASSACHUSETTS

County of Suffolk, ss.,

On this ____ day of _____, 2024 before me, the undersigned notary public, personally appeared _____, the _____ of the Massachusetts Housing Partnership Fund Board, proved to me through satisfactory evidence of identification, which was [a current driver's license] [a current U.S. passport] [my personal knowledge], to be the person whose name is signed on the preceding or attached document, and acknowledged to me that s/he signed it voluntarily for its stated purpose as the voluntary act of the Massachusetts Housing Partnership Fund Board.

Notary Public

My commission expires:

AHT:

THE COMMONWEALTH OF MASSACHUSETTS
acting by and through the EXECUTIVE OFFICE
OF HOUSING AND LIVABLE COMMUNITIES
under the AFFORDABLE HOUSING TRUST
FUND STATUTE, M.G.L. C. 121D, by its
administrator, MASSACHUSETTS HOUSING
FINANCE AGENCY

By: _____
Name:
Title:

COMMONWEALTH OF MASSACHUSETTS

County of Suffolk, ss.,

On this ____ day of _____, 2024 before me, the undersigned notary public,
personally appeared _____, the _____ of the
Massachusetts Housing Finance Agency, proved to me through satisfactory evidence of
identification, which was [a current driver's license] [a current U.S. passport] [my personal
knowledge], to be the person whose name is signed on the preceding or attached document,
and acknowledged to me that s/he signed it voluntarily for its stated purpose as the voluntary
act of the Massachusetts Housing Finance Agency.

Notary Public
My commission expires:

CEDAC:

COMMUNITY ECONOMIC DEVELOPMENT
ASSISTANCE CORPORATION

By: _____

Name:

Title:

COMMONWEALTH OF MASSACHUSETTS

County of Suffolk, ss.,

On this ____ day of _____, 2024 before me, the undersigned notary public, personally appeared _____, the _____ of the Community Economic Development Assistance Corporation, proved to me through satisfactory evidence of identification, which was [a current driver's license] [a current U.S. passport] [my personal knowledge], to be the person whose name is signed on the preceding or attached document, and acknowledged to me that s/he signed it voluntarily for its stated purpose as the voluntary act of the Community Economic Development Assistance Corporation.

Notary Public

My commission expires:

FALMOUTH AHF:

FALMOUTH AFFORDABLE HOUSING FUND, acting
by and through the FALMOUTH SELECT BOARD, as
TRUSTEES

By: _____
Name:
Title:

COMMONWEALTH OF MASSACHUSETTS

_____, ss.,

On this ____ day of _____, 2024 before me, the undersigned notary public, personally appeared _____, the _____ of the Falmouth Affordable Housing Fund, acting by and through the Falmouth Select Board, as Trustees, proved to me through satisfactory evidence of identification, which was [a current driver's license] [a current U.S. passport] [my personal knowledge], to be the person whose name is signed on the preceding or attached document, and acknowledged to me that s/he signed it voluntarily for its stated purpose as the voluntary act of the Falmouth Affordable Housing Fund, acting by and through the Falmouth Select Board, as Trustees.

Notary Public
My commission expires:

EOHHS:

EXECUTIVE OFFICE OF HEALTH AND HUMAN SERVICES

By: _____
Name:
Title:

COMMONWEALTH OF MASSACHUSETTS

_____, ss.,

On this ____ day of _____, 2024 before me, the undersigned notary public, personally appeared _____, the _____ of the Executive Office of Health and Human Services, proved to me through satisfactory evidence of identification, which was [a current driver's license] [a current U.S. passport] [my personal knowledge], to be the person whose name is signed on the preceding or attached document, and acknowledged to me that s/he signed it voluntarily for its stated purpose as the voluntary act of the Executive Office of Health and Human Services.

Notary Public
My commission expires:

MRC:

MASSACHUSETTS REHABILITATION
COMMISSION

By: _____

Name:

Title:

COMMONWEALTH OF MASSACHUSETTS

_____, ss.,

On this ____ day of _____, 2024 before me, the undersigned notary public, personally appeared _____, the _____ of the Massachusetts Rehabilitation Commission, proved to me through satisfactory evidence of identification, which was [a current driver's license] [a current U.S. passport] [my personal knowledge], to be the person whose name is signed on the preceding or attached document, and acknowledged to me that s/he signed it voluntarily for its stated purpose as the voluntary act of the Massachusetts Rehabilitation Commission.

Notary Public

My commission expires:

LITTLE POND PLACE, LLC, a Massachusetts limited liability company

By: Little Pond Place MM, LLC, a Massachusetts limited liability company, its managing member

By: Affirmative Investments, Inc., a Massachusetts corporation, its managing member

By: _____
Name:
Title:

COMMONWEALTH OF MASSACHUSETTS

Suffolk, ss

On the ___ day of _____, 2024, before me, the undersigned notary public, personally appeared _____, the _____ of Affirmative Investments, Inc., which is the managing member of Little Pond Place MM, LLC, which is the managing member of Little Pond Place, LLC, proved to me through satisfactory evidence of identification, which was _____, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she signed it voluntarily for its stated purpose as _____ of Affirmative Investments, Inc. as the voluntary act of Little Pond Place MM, LLC and the voluntary act of Little Pond Place, LLC.

Notary Public
My Commission Expires:

Exhibit A

Amendment to Notice of Ground Lease

August 12, 2024

Property Address: 41 Springs Bar Road, Falmouth, Massachusetts

AMENDMENT TO NOTICE OF GROUND LEASE

This Amendment to Notice of Ground Lease (this "Amendment") is made as of the _____ day of _____, 2024, by The Town of Falmouth, a Massachusetts municipal corporation, acting by and through its Select Board, as landlord ("Landlord"), having an address of 59 Town Hall Square, Falmouth, Massachusetts 02540, and Little Pond Place, LLC, a Massachusetts limited liability company, as tenant ("Tenant") having an address at 33 Union Street, Boston, Massachusetts 02108.

Background

Landlord and Tenant entered into a Ground Lease on May 13, 2019, notice of which is recorded with the Barnstable County Registry of Deeds in Book 32017, Page 85 (the "Notice of Ground Lease"), whereby Tenant leased from Landlord a parcel of land located at 41 Springs Bars Road, Falmouth, Massachusetts (the "Property") containing approximately 11.39 acres and shown as "Lot 1" on a plan of land entitled "Plan of Land prepared for Three Hundred Committee in Teaticket, Falmouth, MA, Scale 1"=50', Date: March 29, 2019", prepared by Holmes and McGrath, Inc., which plan is recorded with the Barnstable County Registry of Deeds in Book 679, Page 75 (the "Ground Lease").

Landlord has agreed to allow the Town of Falmouth Conservation Commission and The 300 Hundred Committee Land Trust to make improvements for public use on a 1,354 square foot portion of the Property.

Landlord and Tenant desire to amend the Ground Lease to revise the description of the Property to release the 1,354 square foot portion of the Property from the Ground Lease.

Landlord and Tenant have entered into a First Amendment to Ground Lease as of the date hereof to revise the description of the Property.

Amendment

The Notice of Ground Lease is hereby amended to replace Exhibit A attached to the Notice of Ground Lease with Exhibit A attached to this Amendment.

All capitalized terms not otherwise defined herein shall have the meanings given in the Ground Lease. This Amendment to Notice of Ground Lease is executed pursuant to, and is subject to, the provisions of the Ground Lease. Nothing contained herein is intended to vary the terms and conditions set forth in the Ground Lease, which terms and conditions will control in all respects.

EXECUTED as a sealed instrument under seal as of _____, 2024.

LANDLORD

TOWN OF FALMOUTH, acting by and through its Select Board

Name: _____

Name: _____

Name: _____

Name: _____

Name: _____

COMMONWEALTH OF MASSACHUSETTS

_____ ss.

On this ___ day of _____, 2024, before me, the undersigned Notary Public, personally appeared _____, proved to me through satisfactory evidence of identification, namely _____, to be the person whose name is signed on the preceding document, and acknowledged to me that he signed it voluntarily for its stated purpose as the voluntary act of the Select Board of the Town of Falmouth.

Notary Public
My Commission Expires: _____

TENANT

LITTLE POND PLACE, LLC, a Massachusetts limited liability company

By: Little Pond Place MM, LLC, a Massachusetts limited liability company, its managing member

By: Affirmative Investments, Inc., a Massachusetts corporation, its managing member

By: _____
Name:
Title:

COMMONWEALTH OF MASSACHUSETTS

Suffolk, ss

On the ____ day of _____, 2024, before me, the undersigned notary public, personally appeared _____, the _____ of Affirmative Investments, Inc., which is the managing member of Little Pond Place MM, LLC, which is the managing member of Little Pond Place, LLC, proved to me through satisfactory evidence of identification, which was _____, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she signed it voluntarily for its stated purpose as _____ of Affirmative Investments, Inc. as the voluntary act of Little Pond Place MM, LLC and the voluntary act of Little Pond Place, LLC.

Notary Public
My Commission Expires:

EXHIBIT A

First Amendment to Ground Lease

August 12, 2024

FIRST AMENDMENT TO GROUND LEASE

This FIRST AMENDMENT to GROUND LEASE (this "Amendment") is made and entered into as of _____, 2024 by and between the TOWN OF FALMOUTH, a Massachusetts municipal corporation, acting by and through its Select Board (the "Landlord") and LITTLE POND PLACE, LLC, a Massachusetts limited liability company (the "Tenant", together with the Landlord, the "Parties").

Recitals

WHEREAS, Landlord and Tenant entered into that certain Ground Lease on May 13, 2019 (the "Lease"), whereby Tenant leased from Landlord a parcel of land located at 41 Springs Bars Road, Falmouth, Massachusetts (the "Property") containing approximately 11.39 acres and shown as "Lot 1" on a plan of land entitled "Plan of Land prepared for Three Hundred Committee in Teaticket, Falmouth, MA, Scale 1"=50', Date: March 29, 2019", prepared by Holmes and McGrath, Inc., which plan is recorded with the Barnstable County Registry of Deeds in Book 679, Page 75 .

WHEREAS, Landlord has agreed to allow the Town of Falmouth Conservation Commission and The 300 Hundred Committee Land Trust to make improvements for public use on a 1,354 square foot portion of the Property.

WHEREAS, Landlord and Tenant desire to amend the Lease to revise the description of the Property to release the 1,354 square foot portion of the Property from the Lease.

NOW, THEREFORE, in consideration of the provisions and mutual covenants and agreements hereinafter set forth, and for other good and valuable consideration, the receipt, sufficiency and delivery of which are hereby acknowledge, and subject to the terms, conditions and contingencies hereof, and intending to be legally bound, the Parties hereto hereby agree as follows:

1. Amendments.

- (i) The definition of "Property" in the Lease is hereby deleted in its entirety and replaced with the following:

"a portion of a parcel of land located at 41 Springs Bars Road, Falmouth, Massachusetts (the "Property") shown as "Lot 1" on a plan of land entitled "Plan of Land prepared for Three Hundred Committee in Teaticket, Falmouth, MA, Scale 1"=50', Date: March 29, 2019", prepared by Holmes and McGrath, Inc., which plan is recorded with the Barnstable County Registry of Deeds in Book 679, Page 75 as shown on Exhibit A attached hereto."

- (ii) Exhibit A attached to this Amendment is hereby attached as Exhibit A to the Lease.

2. Recitals. The recitals set forth above are hereby incorporated herein by reference and made a part of this Amendment.
3. Ratification. The parties hereto adopt and ratify by reference all of the remaining terms and conditions of the Lease as if said Lease were set forth herein in full; provided, however, that in the event of any conflict between the Lease and this Amendment, this Amendment shall govern and control.
4. Counterparts. This Amendment may be executed in one or more counterparts, each of which shall be an original and all of which, taken together, shall constitute one and the same instrument. This Amendment may also be executed by delivery by facsimile of an executed counterpart original of this Amendment.
5. Headings. The section headings contained in this Amendment are for reference purposes only and will not affect in any way the meaning or interpretation of this Amendment.
6. Governing Law. This Amendment shall be governed by and construed in accordance with the laws of the Commonwealth of Massachusetts.
7. Capitalized Terms. Capitalized terms not defined herein shall have the meanings set forth in the Lease.

[remainder of page left intentionally blank]

IN WITNESS WHEREOF, this Amendment is executed as of the date first written above.

LANDLORD:

TOWN OF FALMOUTH

By its Select Board

Name:

Name:

Name:

Name:

Name:

TENANT:

LITTLE POND PLACE, LLC

By: Little Pond Place MM, LLC,
its managing member

By: Affirmative Investments, Inc.,
its managing member

By: _____

Name:

Title:

EXHIBIT A

OPEN SESSION

BUSINESS

4. Acting as Trustees of Falmouth Affordable Housing Fund, consider vote to amend documents related to funding of affordable housing constructed by Little Pond Place LLC at 41 Spring Bars Road **(5 minutes)**



ITEM NUMBER: Business 4.

ITEM TITLE: Acting as Trustees of Falmouth Affordable Housing Fund, consider vote to amend documents related to funding of affordable housing constructed by Little Pond Place LLC at 41 Spring Bars Road

MEETING DATE: 8/12/2024

WORK SESSION **REGULAR MEETING** **PUBLIC HEARING**

SUBMITTED BY: Peter Johnson-Staub, Assistant Town Manager

ATTACHMENTS: Amendment to Affordable Housing Restriction

PURPOSE:

This agenda item is related to the prior agenda item. The amendment to the Little Pond Place LLC lease of Town property triggers a need to amend two documents related to the funding awarded by the Select Board as Trustees of the Falmouth Affordable Housing Fund to Little Pond Place LLC.

BACKGROUND/SUMMARY:

- The Select Board, as Trustees of the Falmouth Affordable Housing Fund, authorized funding for Little Pond Place LLC in 2016 to construct the affordable housing.
- Little Pond Place has constructed, and is now maintaining, a 40-unit affordable, deed restricted housing complex known as Little Pond Place.
- The Town of Falmouth Conservation Commission has care and control of a parcel of land adjacent to the parcel leased to Little Pond Place. The Conservation

Department has funding to undertake invasive species removal and improvements to create public access to this Conservation parcel.

- To provide public access to the conservation parcel with the least environmental impact, and in the most cost effective manner, the Town seeks to maintain a driveway through a portion of the parcel that is now leased to Little Pond Place.
- The Little Pond Place LLC has agreed to modify the leased area in order to authorize this public access and avoid any related liability for public use of the driveway. An area of approximately 1,354 square foot will be removed from the parcel leased by Little Pond Place from the Town.
- The amendment to the lease triggers an amendment to the following document to be executed by the Select Board as Trustees of the Affordable Housing Fund:
 - Amendment to Affordable Housing Restriction
- The amendments to these documents do not change the funding amount. The documents are merely being updated to reference the amended lease area.
- Maura O'Keefe, Town Counsel, has reviewed and approved the documents.

DEPARTMENT RECOMMENDATION:

The Town Manager's Office Recommends the Select Board adopt the following Motion.

Motion: Move to approve and execute the following document as submitted:

- Amendment to Affordable Housing Restriction

OPTIONS:

- Motion to execute all documents as recommended by staff;
- denial to execute all documents as recommended by staff;
- Board defined alternative.

BUDGET INFORMATION: Applicable: Not Applicable: Budgeted: Yes No

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

FINANCE DIRECTOR COMMENTS (IF APPLICABLE):

N/A

TOWN MANAGER COMMENTS:

The Town Manager recommends that the Select Board, Acting as Trustees of Falmouth Affordable Housing Fund, vote to amend documents related to funding of affordable housing constructed by Little Pond Place LLC at 41 Spring Bars Road as recommended by staff.

Michael Renshaw

Town Manager

8/8/2024

Date

Amendment to MassDocs Affordable Housing Restriction

August 12, 2024

AMENDMENT TO AFFORDABLE HOUSING RESTRICTION

This Amendment to Affordable Housing Restriction (this “Amendment”) is made as of the ___ day of _____, 2024, by and between Little Pond Place, LLC, a Massachusetts limited liability company, having an address at c/o Affirmative Investments, Inc., 33 Union Street, Boston, Massachusetts 02108 (the “Grantor”), the Town of Falmouth, acting by and through its Select Board (“Landlord”); The Commonwealth of Massachusetts, acting by and through the Executive Office of Housing and Livable Communities, (f/k/a, the Department of Housing and Community Development) (“EOHLC”), Massachusetts Housing Partnership Fund Board, a Massachusetts public instrumentality and body politic and corporate, with an office at 160 Federal Street, 2nd Floor, Boston, Massachusetts 02110 (“MHP”); The Commonwealth of Massachusetts, acting by and through the Executive Office of Housing and Livable Communities under the Affordable Housing Trust Fund Statute, M.G.L. c. 121D, by the Massachusetts Housing Finance Agency, as Administrator, having an address at One Beacon Street, Boston, Massachusetts 02108 (“AHT”); Community Economic Development Assistance Corporation, a body politic and corporate, duly organized and existing in accordance with Chapter 40H of the Massachusetts General Laws with an office at 18 Tremont Street, Suite 500, Boston, Massachusetts 02108 (“CEDAC”); the Falmouth Affordable Housing Fund, acting by and through the Falmouth Select Board, as Trustees, pursuant to Chapter 29 of the Acts of 2011 (formerly described as the Town of Falmouth, Massachusetts, acting by and through its Affordable Housing Trust), having an address at 59 Town Hall Square, Falmouth, Massachusetts 02540 (the “Falmouth AHF”); Massachusetts Housing Partnership Fund Board, having a mailing address of 160 Federal Street, Boston, Massachusetts 02110, as agent for The Commonwealth of Massachusetts, acting by and through the Executive Office of Housing and Livable Communities under the Housing Stabilization and Investment Trust Fund Statute, M.G.L. c. 121F (“HSITF”); the Executive Office of Health and Human Services, with a mailing address of One Ashburton Place, 11th Floor, Boston, Massachusetts 02108 (“EOHHS”); and the Massachusetts Rehabilitation Commission, with a mailing address of Administrative Offices, 600 Washington Street, Boston, Massachusetts 02111 (“MRC”, and together with EOHHS, HSITF, AHT, Falmouth AHT, CEDAC, AHT, MHP and EOHLC, collectively, the “Holders”).

BACKGROUND

- A. Landlord and Grantor entered into that certain Ground Lease on May 13, 2019 (the "Lease"), whereby Grantor leased from Landlord a parcel of land located at 41 Springs Bars Road, Falmouth, Massachusetts containing approximately 11.39 acres and shown as "Lot 1" on a plan of land entitled "Plan of Land prepared for Three Hundred Committee in Teaticket, Falmouth, MA, Scale 1"=50', Date: March 29, 2019", prepared by Holmes and McGrath, Inc., which plan is recorded with the Barnstable County Registry of Deeds (the "Registry") in Book 679, Page 75 (the "Property")
- B. Grantor and the Landlord granted an Affordable Housing Restriction on the Property for the benefit of the Holders dated as of May 13, 2019, recorded on May 14, 2019 with the Registry in Book 32017, Page 156 (the "AHR").
- C. Landlord has agreed to allow the Town of Falmouth Conservation Commission and The 300 Hundred Committee Land Trust to make improvements for public use on a 1,354 square foot portion of the Property.
- D. As of the date hereof, Landlord and Grantor have entered into a First Amendment to Ground Lease to revise the legal description of the Property in order to release the 1,354 square foot portion of the Property from the Lease.
- E. Grantor, the Landlord and the Holders have agreed to amend the AHR to reflect the change in the legal description of the Property.

AGREEMENTS

FOR VALUABLE CONSIDERATION, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

- 1. Capitalized terms used in this Amendment but not otherwise defined herein shall have the meanings set forth in the AHR.
- 2. The legal description attached as Exhibit A to the AHR is deleted in its entirety and replaced with Exhibit A attached to this Amendment.
- 3. Except as expressly amended herein, the AHR is hereby ratified and confirmed.
- 4. This Amendment shall be governed by the laws of The Commonwealth of Massachusetts.

[Signature Page to Follow]

Executed as a sealed instrument as of the date first written above.

EOHLC:

THE COMMONWEALTH OF MASSACHUSETTS,
acting by and through the EXECUTIVE OFFICE OF
HOUSING AND LIVABLE COMMUNITIES

By: _____
Name:
Title:

COMMONWEALTH OF MASSACHUSETTS

County of Suffolk, ss.,

On this ____ day of _____, 2024 before me, the undersigned notary public, personally appeared _____, the _____ of the Commonwealth of Massachusetts acting by and through the Executive Office of Housing and Livable Communities, proved to me through satisfactory evidence of identification, which was [a current driver's license] [a current U.S. passport] [my personal knowledge], to be the person whose name is signed on the preceding or attached document, and acknowledged to me that s/he signed it voluntarily for its stated purpose as the voluntary act of the Commonwealth of Massachusetts acting by and through the Executive Office of Housing and Livable Communities.

Notary Public
My commission expires:

TOWN OF FALMOUTH, acting by and through its Select Board

Name: _____

COMMONWEALTH OF MASSACHUSETTS

_____ ss.

On this ___ day of _____, 2024, before me, the undersigned Notary Public, personally appeared _____, proved to me through satisfactory evidence of identification, namely _____, to be the person whose name is signed on the preceding document, and acknowledged to me that he signed it voluntarily for its stated purpose as the voluntary act of the Select Board of the Town of Falmouth.

Notary Public
My Commission Expires: _____

MHP:

MASSACHUSETTS HOUSING PARTNERSHIP
FUND BOARD

By: _____
Name:
Title:

COMMONWEALTH OF MASSACHUSETTS

County of Suffolk, ss.,

On this ____ day of _____, 2024 before me, the undersigned notary public, personally appeared _____, the _____ of the Massachusetts Housing Partnership Fund Board, proved to me through satisfactory evidence of identification, which was [a current driver's license] [a current U.S. passport] [my personal knowledge], to be the person whose name is signed on the preceding or attached document, and acknowledged to me that s/he signed it voluntarily for its stated purpose as the voluntary act of the Massachusetts Housing Partnership Fund Board.

Notary Public
My commission expires:

AHT:

THE COMMONWEALTH OF MASSACHUSETTS
acting by and through the EXECUTIVE OFFICE
OF HOUSING AND LIVABLE COMMUNITIES
under the AFFORDABLE HOUSING TRUST
FUND STATUTE, M.G.L. C. 121D, by its
administrator, MASSACHUSETTS HOUSING
FINANCE AGENCY

By: _____
Name:
Title:

COMMONWEALTH OF MASSACHUSETTS

County of Suffolk, ss.,

On this ____ day of _____, 2024 before me, the undersigned notary public, personally appeared _____, the _____ of the Massachusetts Housing Finance Agency, proved to me through satisfactory evidence of identification, which was [a current driver's license] [a current U.S. passport] [my personal knowledge], to be the person whose name is signed on the preceding or attached document, and acknowledged to me that s/he signed it voluntarily for its stated purpose as the voluntary act of the Massachusetts Housing Finance Agency.

Notary Public
My commission expires:

CEDAC:

COMMUNITY ECONOMIC DEVELOPMENT
ASSISTANCE CORPORATION

By: _____

Name:

Title:

COMMONWEALTH OF MASSACHUSETTS

County of Suffolk, ss.,

On this ____ day of _____, 2024 before me, the undersigned notary public, personally appeared _____, the _____ of the Community Economic Development Assistance Corporation, proved to me through satisfactory evidence of identification, which was [a current driver's license] [a current U.S. passport] [my personal knowledge], to be the person whose name is signed on the preceding or attached document, and acknowledged to me that s/he signed it voluntarily for its stated purpose as the voluntary act of the Community Economic Development Assistance Corporation.

Notary Public

My commission expires:

FALMOUTH AHE:

FALMOUTH AFFORDABLE HOUSING FUND, acting
by and through the FALMOUTH SELECT BOARD, as
TRUSTEES

By: _____

Name:

Title:

COMMONWEALTH OF MASSACHUSETTS

_____, ss.,

On this ____ day of _____, 2024 before me, the undersigned notary public, personally appeared _____, the _____ of the Falmouth Affordable Housing Fund, acting by and through the Falmouth Select Board, as Trustees, proved to me through satisfactory evidence of identification, which was [a current driver's license] [a current U.S. passport] [my personal knowledge], to be the person whose name is signed on the preceding or attached document, and acknowledged to me that s/he signed it voluntarily for its stated purpose as the voluntary act of the Falmouth Affordable Housing Fund, acting by and through the Falmouth Select Board, as Trustees.

Notary Public

My commission expires:

EOHHS:

EXECUTIVE OFFICE OF HEALTH AND HUMAN
SERVICES

By: _____
Name:
Title:

COMMONWEALTH OF MASSACHUSETTS

_____, SS.,

On this ____ day of _____, 2024 before me, the undersigned notary public, personally appeared _____, the _____ of the Executive Office of Health and Human Services, proved to me through satisfactory evidence of identification, which was [a current driver's license] [a current U.S. passport] [my personal knowledge], to be the person whose name is signed on the preceding or attached document, and acknowledged to me that s/he signed it voluntarily for its stated purpose as the voluntary act of the Executive Office of Health and Human Services.

Notary Public
My commission expires:

MRC:

MASSACHUSETTS REHABILITATION
COMMISSION

By: _____

Name:

Title:

COMMONWEALTH OF MASSACHUSETTS

_____, SS.,

On this ____ day of _____, 2024 before me, the undersigned notary public, personally appeared _____, the _____ of the Massachusetts Rehabilitation Commission, proved to me through satisfactory evidence of identification, which was [a current driver's license] [a current U.S. passport] [my personal knowledge], to be the person whose name is signed on the preceding or attached document, and acknowledged to me that s/he signed it voluntarily for its stated purpose as the voluntary act of the Massachusetts Rehabilitation Commission.

Notary Public

My commission expires:

LITTLE POND PLACE, LLC, a Massachusetts limited liability company

By: Little Pond Place MM, LLC, a Massachusetts limited liability company, its managing member

By: Affirmative Investments, Inc., a Massachusetts corporation, its managing member

By: _____

Name:

Title:

COMMONWEALTH OF MASSACHUSETTS

Suffolk, ss

On the ___ day of _____, 2024, before me, the undersigned notary public, personally appeared _____, the _____ of Affirmative Investments, Inc., which is the managing member of Little Pond Place MM, LLC, which is the managing member of Little Pond Place, LLC, proved to me through satisfactory evidence of identification, which was _____, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she signed it voluntarily for its stated purpose as _____ of Affirmative Investments, Inc. as the voluntary act of Little Pond Place MM, LLC and the voluntary act of Little Pond Place, LLC.

Notary Public

My Commission Expires:

Exhibit A

OPEN SESSION

BUSINESS

5. Consider request for a variance to Sign Code §184-37-Wall and roof signs: Johnson Homes Inc., on behalf of Maison Villatte / Boulangerie Patisserie, for wall and roof signs at 20 Luscombe Ave., Woods Hole **(5 minutes)**



AGENDA ITEM SUMMARY SHEET

ITEM NUMBER: Business 5.

ITEM TITLE: Consider request for a variance to Sign Code Section 184-37- Wall and roof signs; Johnson Homes, Inc. on behalf of Maison Vilatte/ Boulangerie Patisserie, for wall and roof signs at 20 Luscombe Ave., Woods Hole

MEETING DATE: 2/26/2024

WORK SESSION **REGULAR MEETING** **PUBLIC HEARING**

SUBMITTED BY: Mike Renshaw, Town Manager

ATTACHMENTS: Email chain and comments from applicant and Building Office; Sign Permit Application dated May 23, 2024; Letter and Certificate of Appropriateness from Falmouth Historical Commission dated December 7, 2023; Town of Falmouth Sign Permit Application dated October 10, 2023; Illustrations of signs;

PURPOSE:

The Select Board is requested to review and consider a variance to Sign Code Section 184-37- Wall and roof signs filed by Johnson Homes, Inc. on behalf of Maison Vilatte/ Boulangerie Patisserie, for wall and roof signs at 20 Luscombe Ave., Woods Hole.

BACKGROUND/SUMMARY:

- The sign company Johnson Homes, Inc., on behalf of the business Maison Vilatte/Boulangerie Patisserie, field a sign permit application to the Building Department on May 23, 2024 for a variance to section 184-37 Wall and roof signs.

- Per the Building Office, for 20 feet of store width, the business is allowed 20 square feet of signs by right; the Building Office has calculated the area of each sign, indicating that each ellipse sign is 11.78 sq. ft. and the rectangular sign over the door is 11.53 sq. ft. therefore the area of all three signs is 35.09 sq. ft.
- According to the Building Department, it is believed that the previous signs that are being replaced were oversized as well.
- The Building Department indicated that it does not have any issue with this application for variance to Sign Code 184-37.

DEPARTMENT RECOMMENDATION:

The Town Manager recommends that the Select Board approve the request for a variance to Sign Code Section 184-37- Wall and roof signs; Johnson Homes, Inc. on behalf of Maison Vilatte/ Boulangerie Patisserie, for wall and roof signs at 20 Luscombe Ave., Woods Hole.

OPTIONS:

- Motion to approve the request for a variance to Sign Code Section 184-37- Wall and roof signs; Johnson Homes, Inc. on behalf of Maison Vilatte/ Boulangerie Patisserie, for wall and roof signs at 20 Luscombe Ave., Woods Hole.
- Motion to deny approval of the variance to Sign Code Section 184-37- Wall and roof signs; Johnson Homes, Inc. on behalf of Maison Vilatte/ Boulangerie Patisserie, for wall and roof signs at 20 Luscombe Ave., Woods Hole.
- Some other Board defined alternative.

BUDGET INFORMATION: Applicable: Not Applicable: Budgeted: Yes No

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

FINANCE DIRECTOR COMMENTS (IF APPLICABLE):

N/A

TOWN MANAGER COMMENTS:

The Town Manager recommends that the Select Board approve the request for a variance to Sign Code Section 184-37- Wall and roof signs; Johnson Homes, Inc. on behalf of Maison Vilatte/ Boulangerie Patisserie, for wall and roof signs at 20 Luscombe Ave., Woods Hole.

Michael Renshaw

Town Manager

8/8/2024

Date

Diane Davidson

From: Eleanor MacKay
Sent: Thursday, July 25, 2024 11:47 AM
To: Diane Davidson
Subject: RE: 20 Luscombe

Hi Diane,
Thank you for your patience, I was out Monday and returned today.

The section of the By-Law referenced is 184-37, Wall and roof signs.

For 20' of store width, they are allowed 20sf of signs by right.

I've calculated the area of each sign; the ellipse is 11.78 sf each and the rectangular one over the door is 11.53 sf. All three signs total 35.09 sf of sign area. The bakery is only 20' wide and total sign area is limited to 20sf.

The sign above the door will need to be 6'-8" above the sidewalk. That is required for safety 521 CMR. ADA requirements. No variance is allowed for that.

From what I'm told, the previous signs were oversized as well. We don't have any issues with this application.
Best,
Eleanor

From: Diane Davidson <diane.davidson@falmouthma.gov>
Sent: Monday, July 22, 2024 2:14 PM
To: Eleanor MacKay <eleanor.mackay@falmouthma.gov>
Subject: FW: 20 Luscombe

Hi Eleanor,

I am just following up on this request for a variance to the sign code for the Maison Villate signs at 20 Luscombe Avenue.

They are requesting three signs (2 roof and 1 wall). Would you mind providing me with the section of the sign code these signs do not comply so I can list it on the agenda, and the reasons why they do not comply so I can put this information in the packet.

Thank you,

Diane

From: Diane Davidson
Sent: Wednesday, July 10, 2024 2:55 PM
To: Eleanor MacKay <eleanor.mackay@falmouthma.gov>
Subject: RE: 20 Luscombe

Hi Eleanor,

Yes, I received a call last week from David Johnson of Johnson Homes. This request is scheduled for the Monday, July 29 Select Board meeting. I have the sign application and photos from PermitEyes to include in the Select Board packet. Would you mind providing me with the reasons these signs do not comply with the code? We have a little time for this, by 7/22 will be fine.

Thank you for checking.

Diane

From: Eleanor MacKay <eleanor.mackay@falmouthma.gov>

Sent: Wednesday, July 10, 2024 2:25 PM

To: Diane Davidson <diane.davidson@falmouthma.gov>

Subject: 20 Luscombe

Hi Diane,

Has Maison Villatte, Boulangerie Patisserie at 20 Luscombe Ave. reached out to you yet to request a sign variance?

Please let me know,

Thanks,

Eleanor

Eleanor C. MacKay, AIA

Assistant Zoning Compliance Agent

Town of Falmouth

Building Dept.

T-508-495-7468

Diane Davidson

From: David Johnson [REDACTED]
Sent: Saturday, July 6, 2024 1:21 PM
To: Diane Davidson; boris villatte
Subject: 20 Luscombe Avenue - Request for Variance to Sign Code
Attachments: VILLATTE - 22 Luscombe - Signs and Windows.pdf; VILLATTE - 22 Luscombe Sign Permit Application.pdf

Dear Ms. Davidson,

On behalf of Maison Villatte / Boulangerie Patisserie, I am requesting to be scheduled on a Select Board agenda for discussion and vote to approve a variance to the Sign Code that will allow for a total of 35.09 of signage at 20 Luscombe Avenue, Falmouth.

The previous signs at the exact same locations totaled 51.78 square feet and, per the owner of the property, were in place since the early 1980s.

Attached, please find the following:

Falmouth Historical Commission application 23.235219 (received by Town Clerk 12-07-23) for a certificate of appropriateness for replacing signs and windows. The Commission voted to approve the application 1-25-24. Dimensions of the proposed signs, photos, and other details are included with the application

Sign Application 244618 dated 5-23-24

Thank you Dave Johnson Johnson Homes, Inc

JOHNSON HOMES INC.

143 PALMER AVE

FALMOUTH MA 02540

Dave Johnson

O 508-548-1136

[REDACTED]
F 508-540-7376

APPLICATION TO SIGN PERMIT

Please fill out completely all applicable areas - Please use link

APPLICATION DETAILS

Application #:	<i>S-24-244618</i>	Date Issued:		Permit #:		Date Paid:	
Fee Payable: (\$)	<i>0.00</i>	Fee Paid: (\$)	<i>0.00</i>	Receipt #:			

SECTION 1 - SITE INFORMATION

Street Name	<i>LUSCOMBE AVE</i>	Map Block Lot	<i>51A 01 010 000</i>
Street Number	<i>20</i>	Zone	<i>B1</i>
Unit Number			

SECTION 2 - PROPERTY OWNER INFORMATION

Property Owner Name	<i>SALTHOUSE TRUSTEE MARGARET C</i>		
Street Number	<i>22</i>	Street Name	<i>GLENDON RD</i>
City	<i>WOODS HOLE</i>	State	<i>MA</i>
		Zip Code	<i>02543</i>
Telephone		Email	

Property Owner Name	<i>MARGARET SALTHOUSE 2011 REV TR</i>		
Street Number		Street Name	
City		State	
		Zip Code	
Telephone		Email	

SECTION 3 - APPLICANT INFORMATION

Applicant Name	<i>David P Johnson president Johnson Homes, Inc</i>		
Street Number	<i>143</i>	Street Name	<i>Palmer Avenue</i>
City	<i>Falmouth</i>	State	<i>MA</i>
		Zip	<i>02540</i>
Telephone		Email	

SECTION 4 - MAILING ADDRESS

Street Number **143** Street Name **Palmer Avenue**
 City **Falmouth** State **MA** Zip **02540**

SECTION 5 - WORK DETAILS

Name of Store of Development **Maison Villatte Boulangerie Patisserie**

Number of Signs **3** Percentage of aggregate coverage of front wall

Approve by Design Site Review meeting on **Historical Approval has been granted**

Type of Sign Wall Free standing Projecting Awning Banner
 Portable Sign Window Blade Off Premise/Variance

Is this a replacement of the same size Sign Yes No
 Historic District Yes No

Is the Sign(s) Illuminated? Yes No

Is the Sign a promotional sign? Yes No Date **01/25/24**

Dimensions of Sign(s)	Length Over Entry	Width 11-0	Height 1-1-1/2	Area 13.31 SF
	Length Roof	Width 5-0	Height 3-0	Area 11.78 SF
	Length Roof	Width 5-0	Height 3-0	Area 11.78 SF

Wall Linear Feet Set back from Freestanding

Brief Description of Proposed Work

Replacement of two roof signs with two that are smaller than previous. Replacement of one sign over the entrance with one that is slightly smaller All signs have been submitted to and approved by Historical - see application #239342 approved 1-25-24 Town of Falmouth Sign Permit Application filled out and submitted to Historical is 3rd page down on Attachment 2 Pls ignore attachment 1

SECTION 6 - CONTRACTOR INFORMATION

Name **Johnson Homes, Inc** Type **Journeyman Electrician**

LIC No. **037559** VERIFY N/A Expiration Date **02/16/26**

Business Name **David P Johnson, president Johnson Homes, Inc** Type **CSL unrestricted**

LIC No.

037559

Expiration Date 02/16/26

Street Number 26 Saddleback Lane

Street Name

City East Falmouth State Massachusetts Zip 02536

Telephone No. [Redacted] Alternate Tel. No. [Redacted]

Email [Redacted]

The owner/Licensee assumes responsibility for compliance with the state building code and all other applicable codes.

Owner/Licensee Johnson Homes, Inc

SECTION 7 - ESTIMATED COST

Estimated Value of Work \$ 500.00

SECTION 8 - PROPERTY OWNER AUTHORIZATION

I am the [X] Owner [X] Contractor / Agent

Auto Filled Contractor/Agent would enter either

I, SALTHOUSE TRUSTEE MARGARET C as owner of the subject property hereby authorize David P Johnson president Johnson Hc to act on my behalf, in all matters relative to work authorized by this building permit application.

Property Owner's Email OR Copy of Signed Contract to be attached after submitting application

Telephone No.

Could not fill any property owner info.

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

SECTION 9 - DECLARATION

I, David P Johnson president Johnson Hc as Owner/Authorized Agent hereby declare that the statements and information on the foregoing application are true and accurate, to the best of my knowledge and belief. Signed under the pains and penalties of perjury.

I do hereby certify under the pains & penalties of perjury that the information provided above is true and correct. Date 05/23/24

INSTRUCTIONS

Please review Chapter 184 of the Town Of Falmouth Zoning By Laws for a complete wording regarding the requirements and restrictions for Signs within the Town Of Falmouth

What is needed to be submitted:

All Signs:

- All applications require plans with new sign(s) pictures and dimensions and pictures of all existing signs.

If you have obtained a Variance for the Sign(s), that recorded Variance must be submitted with this application.

I, *David P Johnson president Johnson Hc* as Owner/Authorized Agent hereby declare that the statements and information on the foregoing application are true and accurate, to the best of my knowledge and belief. Signed under the pains and penalties of perjury.

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

Date 05/23/24

INSTRUCTIONS

Please review **Chapter 184** of the Town Of Falmouth Zoning By Laws for a **complete wording** regarding the requirements and restrictions for Signs within the Town Of Falmouth

What is needed to be submitted:

All Signs:

- All applications require plans with new sign(s) pictures and dimensions and pictures of all existing signs.

If you have obtained a Variance for the Sign(s), that recorded Variance must be submitted with this application.



Falmouth Historical Commission

59 Town Hall Square, Falmouth, MA 02540

Telephone: 508-495-7440 Fax: 508.495.7443 email: fhc@falmouthma.gov

RECEIVED
DEC 7, 2023 PM 3:14

TOWN CLERK

December 7, 2023

Mr. Michael Palmer
Town Clerk
59 Town Hall Square
Falmouth, Massachusetts 02540

**Re: Certificate of Appropriateness – 20 Luscombe Ave – Signs and windows
Application number 23.235219**

Dear Michael:

At its meeting of November 7, 2023, the Falmouth Historical Commission voted to approve the application for a Certificate of Appropriateness under the Falmouth Historic District Bylaw (established under M.G.L Chapter 40C) for replacing signs and windows at 20 Luscombe Avenue as included in Application number 23.235219, submitted by Johnson Homes, Inc on behalf of the business owner.

The Historical Commission approved the application as presented with the following findings and conditions:

Findings

1. The two existing roof mounted signs will be replaced in the same locations with two new oval signs. Each of the two roof signs will be 5' x 3'.
2. The sign over the entryway will be replaced in the same location, however the sign will be a slightly shorter rectangle (10'3" x 1'1/2") to fit inside the entryway frame instead of affixed to the outside of it.
3. All sign materials will be high density urethane, 1.5" thick. Letters and graphics will be raised with a smooth texture background. Signs will be hand painted with exterior sign paint in the colors on the attached rendering.
4. The window underneath the two roof signs will be replaced with a white Andersen 400 Series Gliding XX Window.
5. The windows on either side of the entryway door will be replaced with white Andersen 400 Series Picture Windows.

Conditions

1. The proposed work and associated materials must match the documentation submitted by the applicant and discussed at the November 7, 2023, and attached hereto.

All drawings and plans, including the application with material listing, are on file in the Falmouth Planning Office.



Falmouth Historical Commission

59 Town Hall Square, Falmouth, MA 02540

Telephone: 508-495-7440 Fax: 508.495.7443 email: fhc@falmouthma.gov

Any new work (work not granted by a Certificate of Appropriateness or Determination of Non-Applicability) to be performed at the above referenced property (e.g. changes to architectural detail, trim etc.) shall be presented by the applicant to the Historical Commission for review and approval.

Adherence to this Certificate of Appropriateness is enforceable by the Building Commissioner.

Sincerely,

A handwritten signature in cursive script that reads "Melinda Tondoro".

for

Edward J Haddad

Chairman, Falmouth Historical Commission

cc: Applicant
Building Commissioner

Town of Falmouth Sign Permit Application (rev. 9/10)
 (508) 495-7470 Fax (508) 548-4290

For office use only:

BD Permit#: _____ Fee*: _____ HDC App. #: _____ DRC App. #: _____

*The Sign Permit Fee is \$25.00 per sign, payable to the Town of Falmouth (special event and promotional signs under § 184-30 are no charge) – please submit the required fee to the Building Department along with the completed sign permit application.

DATE: 10-10-23
 STREET ADDRESS FOR PROPOSED SIGN(S): 20 LUSCOMBE AVENUE
 APPLICANT NAME: Boris Vilatte PHONE: _____
 MAILING ADDRESS: PO Box 665 Falmouth 02541 TOWN/STATE/ZIP: Falmouth MA 02541
 BUSINESS NAME: Melson Vilatte
 BUSINESS OWNER: Boris Vilatte ADDRESS/PHONE: 267 Main Street [REDACTED]
 PROPERTY OWNER: JAMES SAITHOUSE ADDRESS/PHONE: 22 GARDEN RD, Woods Hole [REDACTED]
 CONTRACTOR / SIGN COMPANY: _____
 ASSESSOR'S PARCEL ID: S1A 01 000 000 ZONING DISTRICT: B1

IS THE PROPOSED SIGN LOCATED WITHIN A LOCAL HISTORIC DISTRICT? (Y) N

If YES, the applicant must first submit this application to the Historic District Commission (HDC) for their approval. See attached 'Town of Falmouth Sign Permit Process and Required Submittals' for a detailed description of the HDC requirements.

FREESTANDING SIGN(s) § 184-25; Projecting sign(s) § 184-35

List number and sizes of each sign that presently exist for each street frontage: _____
 Area of proposed standing sign is: _____ x _____ = _____ square feet.
 Do the frames, borders, etc. exceed 8 square feet in area? Y / N
 The proposed standing sign will be set back from _____ street line _____ feet.

WALL SIGN(s) § 184-37; Awning(s) § 184-22

List number and sizes of each wall and roof sign that presently exist on building: 1 11'-0" x 1-1/2" High
 Size of proposed wall sign is: 11'-0" x 1-1/2" = 13.31 square feet.
 The lineal frontage of the wall supporting the sign is: _____ lineal feet.
 The proposed sign will face Street street/parking lot will replace existing

ROOF SIGN(s) § 184-37

List number and sizes of each wall and roof sign that presently exist on building: 2 oval
 Size of proposed roof sign is: 5'-0" x 3'-0" = 11.78 square feet. each sign
 The wall that the sign will be above is: _____ lineal feet.

PROMOTIONAL/SPECIAL EVENT SIGN(s) § 184-30

Size of proposed sign is: _____ x _____ = _____ square feet.
 Start date: _____; End date: _____ Total number of days that the sign will be displayed: _____

If the sign is eight (8) square feet or greater, this application must be submitted the Design Review Committee (DRC) for approval. See attached 'Town of Falmouth Sign Permit Process and Required Submittals' for a description of the DRC requirements.

OFF-PREMISES SIGN(s) § 184-32; VARIANCE § 184-20

The Board of Selectmen must approve all off-premise signs.

Proposed location: _____ Size: _____ square feet.

Board of Selectmen License No.: _____ (Note: A copy must be attached)

INSTRUCTIONS TO APPLICANT: (1) Attach a separate sheet with a site plan showing the location of the proposed sign on the lot as well as a sketch of the proposed sign with dimensions and the approximate appearance. (2) All signs in local Historic Districts must receive approval from the Historic District Commission (HDC) before the sign permit application is filed with the building department. (3) All applications for signs at a size of eight (8) square feet or greater that are located outside of local historic districts must be submitted to the Design Review Committee (DRC) for approval.

Signature of Applicant: [Signature] Date: 10/10/2023

Melinda Melan 12/7/23 or _____
 Historic District Commission Date

Design Review Committee Date: _____

With the following conditions: See Certificate of Appropriateness 23.235219

Building Commissioner/Inspector Date
 With the following conditions: _____

Falmouth Historical Commission Application
 Addendum #1 Specification Sheet

Property Address 20 Luscombe Ave

Assessor's ID # 51A 01 010 000

FEATURE	PROPOSED	EXISTING
Solar Panels Make/Model/Size		
Chimney Material/Size/Color		
Roof Type/Material/Size/Color		
Gutters Type/Material/Color		
Decking Material/Size/Color		
Railing Material/Size/Color		
Balusters Material/Profile/Color		
Siding Type/Material/Color		
Windows Style/Size/Material/Color	Anderson in white see quote attached	Wood windows similar size
Trim Material/Size/Color/Profile	3 1/2" wide Azek painted white	3 1/2" white painted wood
Ornamental Features Material/Size/Color/Profile		
Shutters Type/Material/Color		
Doors Type/Material/Color		
Garage Doors Style/Size/Material/Color		
Lighting Type: Freestanding or Fixed		
Fence Type/Material/Size/Color		
Retaining Wall Material/Size		
Foundation Type/Material		
Other	Electric Heater Above Door	None

Additional Project Information:



Font: Clair Vaux

Dimensions: 60" wide, 36" high, 1.5" thick = 15 square feet per panel(2)

Materials: High Density Urethane (HDU), 1.5" thick, single sided sign. Letters and Graphics will be raised with a smooth texture background. Sign will be hand painted with exterior sign paint.

Colors:



10'-3"

1-1/2"

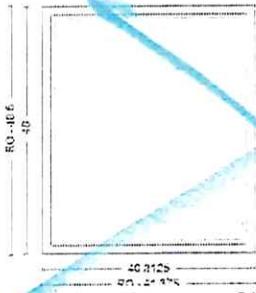
BOULANGERIE PATISSERIE

MAISON
Villatte
BOULANGERIE
PATISSERIE

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Villatte
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PATISSERIE

BOULANGERIE PATISSERIE





<u>Item</u>	<u>Qty</u>	<u>Operation</u>	<u>Location</u>	<u>Unit Price</u>	<u>Ext. Price</u>
400	1	Fixed	None Assigned	\$550.71	\$550.71

RO Size = 41 3/8" x 48 1/2"

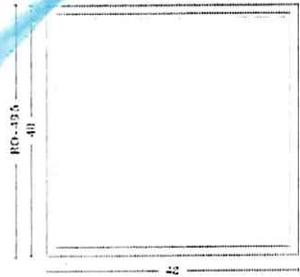
Unit Size = 40 13/16" x 48"

P3540, Unit, 400 Series Picture Window-CW, Installation Flange, White Exterior Frame, Pine w/White - Painted Interior Frame, Fixed, Dual Pane Low-E4 Standard Series Argon Fill Traditional Trim Stop Profile Stainless Glass / Grille Spacer

<u>Unit #</u>	<u>U-Factor</u>	<u>SHGC</u>	<u>ENERGY STAR</u>
A1	0.27	0.34	YES

Comments:

<u>Item</u>	<u>Qty</u>	<u>Operation</u>	<u>Location</u>	<u>Unit Price</u>	<u>Ext. Price</u>
500	1	Fixed	None Assigned	\$631.85	\$631.85



RO Size = 48 1/2" x 48 1/2"

Unit Size = 48" x 48"

P4040, Unit, 400 Series Picture Window-CW, Installation Flange, White Exterior Frame, Pine w/White - Painted Interior Frame, Fixed, Dual Pane Low-E4 Standard Series Argon Fill Traditional Trim Stop Profile Stainless Glass / Grille Spacer

<u>Unit #</u>	<u>U-Factor</u>	<u>SHGC</u>	<u>ENERGY STAR</u>
A1	0.27	0.34	YES

Comments:

Pricing valid subject to any increase in Andersen costs, or expires in 30 days which ever occurs first.

DISCLAIMER:

If you are provided this quote document, you are assumed to have viewed all relevant information. Please verify all sizes, measurements, colors, shapes, styles, quantities, pricing or other product characteristics prior to placing your order. Customer is responsible to insure the requested products meet any applicable building/energy codes. Any quote/order document sent to you is your opportunity to review and question any aspect of the product. Once your order is placed, it is subject to Fairview Millwork's Return and cancellation policy available at

SUB-TOTAL:	\$4,405.09
FREIGHT:	\$0.00
LABOR:	\$0.00
TAX:	\$275.32
TOTAL:	\$4,680.41

OPEN SESSION

CONSENT AGENDA

1. Licenses

- a. Consider approval of an application filed by Capstan Yachts to add a dealer and one boat (motor vehicle) to its Class I Second-Hand Motor Vehicle License, located at 56 Scranton Avenue



AGENDA ITEM SUMMARY SHEET

ITEM NUMBER: Consent Agenda – Licenses 1.a.

ITEM TITLE: Consider approval of an application filed by Capstan Yachts to add a dealer and one boat (motor vehicle) to its Class 1 Second-Hand Motor Vehicle License, located at 56 Scranton Avenue

MEETING DATE: 8/12/2024

WORK SESSION **REGULAR MEETING** **PUBLIC HEARING**

SUBMITTED BY: Mike Renshaw, Town Manager

ATTACHMENTS: License Application Review Sheet; Staff review email thread; Letter from Capstan Yachts president Kyle Smith to Select Board; New Application- Motor Vehicle Dealer License- Class I, II, III dated July 29, 2024; BlueCat Dealership Agreement dated July 9, 2024

PURPOSE:

The Select Board will consider the approval of an application filed by Capstan Yachts to add a new dealer and one boat (motor vehicle) to its Class 1 Second-Hand Motor Vehicle License, located at 56 Scranton Avenue.

BACKGROUND/SUMMARY:

- Capstan Yachts has been in business at the present location for over two years, and through this application is seeking to add a boat manufacturer (BlueCat- which manufactures 17-43 foot Catamarans) for a total of two boat manufacturers, and to add an onsite boat for a total of two boats and 28 slips.

- Mr. Kyle Smith, president of Capstan Yachts, submitted the New Application- Motor Vehicle Dealer License- Class I, II, III on July 29, 2024 (see attached).
- The Police and Fire Rescue Department have reviewed the application and have no objections to its approval.
- The Harbormaster has reviewed the application and stipulates that boats are not allowed to be tied up to Town property without permission of the Harbormaster's Office, and that a manufacturer or dealer placard is required when the boats are being operated on the water.

DEPARTMENT RECOMMENDATION:

The Town Manager recommends that the Select Board approve the application filed by Capstan Yachts to add a dealer and one boat (motor vehicle) to its Class 1 Second-Hand Motor Vehicle License, located at 56 Scranton Avenue as presented.

OPTIONS:

- Motion to approve the application filed by Capstan Yachts to add a dealer and one boat (motor vehicle) to its Class 1 Second-Hand Motor Vehicle License, located at 56 Scranton Avenue.
- Motion to deny approval of the application filed by Capstan Yachts to add a dealer and one boat (motor vehicle) to its Class 1 Second-Hand Motor Vehicle License, located at 56 Scranton Avenue.
- Some other Board defined alternative.

BUDGET INFORMATION: Applicable: Not Applicable: Budgeted: Yes No

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

FINANCE DIRECTOR COMMENTS (IF APPLICABLE):

N/A

TOWN MANAGER COMMENTS:

The Town Manager recommends that the Select Board approve the application filed by Capstan Yachts to add a dealer and one boat (motor vehicle) to its Class 1 Second-Hand Motor Vehicle License, located at 56 Scranton Avenue as presented.

Michael Renshaw

Town Manager

8/7/2024

Date

LICENSE APPLICATION REVIEW

Restaurant/Business: Capstan Yacht Corp d/b/a Capstan Yachts

Address: 56 Scranton Avenue

License Type: Class 1 Used Car Dealer (motor vehicle) License

New License _____

Transfer of License _____

Change of License Add a new manufacturer

Police No Objection

Fire No Objection

Harbormaster The permit should stipulate boats are not allowed to tie up to town property without permission of the harbormaster's office. Also, manufacturer or dealer placard is required when the boats are being operated on the water

Health _____

Zoning _____

Planning _____

DPW _____

NOTES:

This marina and boat sales business has been in operation for over 2 years and is seeking to add a manufacturer for a total of two new boat manufacturers and to add on onsite boat for a total of two boats and 28 slips.

Phyllis Downey

From: Gregg Fraser
Sent: Tuesday, August 6, 2024 12:54 PM
To: Phyllis Downey
Subject: RE: Time Sensitive Request for assistance -FW: Reminder FW: Capstan Yachts-License Change - Used Motor Vehicle-BOAT Dealer License

Hello Phyllis,

The only issue I have is unauthorized use of the town floats. The permit should stipulate boats are not allowed to tie up to town property without permission of the harbor master's office. Also, manufacturer or dealer placard is required when the boats are being operated on the water.

Thanks,
Gregg

From: Phyllis Downey <phyllis.downey@falmouthma.gov>
Sent: Tuesday, August 6, 2024 12:16 PM
To: Gregg Fraser <gregg.fraser@falmouthma.gov>
Cc: Roy Martinson <chuck.martinsen@falmouthma.gov>; Paula Cushman <paula.cushman@falmouthma.gov>; Diane Davidson <diane.davidson@falmouthma.gov>
Subject: Time Sensitive Request for assistance -FW: Reminder FW: Capstan Yachts-License Change - Used Motor Vehicle-BOAT Dealer License
Importance: High

Good afternoon Gregg,

Mike will be meeting with Nancy and Scott tomorrow morning to review the meeting material for 8/12/24. We understand this is your very busiest time of year, but your review of this request is important since Used Motor Vehicle Licenses for Boats are unusual and have generated questions from the Board in the past.

Your recommendation or expression of concerns regarding this application would be very helpful to Mike in tomorrow's review.

Thank you,
Phyllis

Phyllis Downey
508-945-7325

From: Phyllis Downey
Sent: Friday, August 2, 2024 11:14 AM
To: Gregg Fraser <gregg.fraser@falmouthma.gov>
Cc: Paula Cushman <paula.cushman@falmouthma.gov>; Roy Martinson <chuck.martinsen@falmouthma.gov>
Subject: Reminder FW: Capstan Yachts-License Change - Used Car Dealer License

Good morning Gregg,

This is just a reminder that your thoughts or recommendations regarding this request to add a manufacturer and one boat to this Class 1 Used Motor Vehicle License has been requested.

Thank you,
Phyllis

From: Falmouth Licensing

Sent: Tuesday, July 30, 2024 9:50 AM

To: Brian Reid <brian.reid@falmouthpolicema.gov>; Sean Doyle <sean.doyle@falmouthpolicema.gov>; Jeff Lourie <Jeff.Lourie@falmouthpolicema.gov>; Gregg Fraser <gregg.fraser@falmouthma.gov>; Boyd Demello <boyd.demello@falmouthfirema.gov>; Craig O'Malley <craig.omalley@falmouthfirema.gov>; Noreen Stockman <noreen.stockman@falmouthma.gov>

Cc: Falmouth Licensing <licensing@falmouthma.gov>

Subject: Capstan Yachts-License Change - Used Car Dealer License

Good afternoon,

Attached please find the application by Capstan Yachts to add a dealer to its Class 1 Used Car Dealer License and a copy of the current license. The application is to include BlueCat USA as an additional dealer at its location at 56 Scranton Avenue. The current license a copy of which is attached allows 1 boat/vehicle on the premises. This request is to allow a second boat (vehicle). Please let me know if further information is needed.

Due to the short season at this point the applicant has requested review at the next Select Board meeting on August 12th. If possible, may we please request your review by August 5th so it may be included in the meeting packet?

Thank you,
Phyllis

Phyllis Downey
Town Manager & Select Board Office

Phyllis Downey

Subject: FW: Capstan Yachts-License Change - Used Car Dealer License

From: Brian Reid <brian.reid@falmouthpolicema.gov>

Sent: Tuesday, July 30, 2024 2:41 PM

To: Falmouth Licensing <licensing@falmouthma.gov>; Sean Doyle <sean.doyle@falmouthpolicema.gov>; Jeff Lourie <Jeff.Lourie@falmouthpolicema.gov>; Gregg Fraser <gregg.fraser@falmouthma.gov>; Boyd Demello <boyd.demello@falmouthfirema.gov>; Craig O'Malley <craig.omalley@falmouthfirema.gov>; Noreen Stockman <noreen.stockman@falmouthma.gov>

Cc: Falmouth Licensing <licensing@falmouthma.gov>

Subject: RE: Capstan Yachts-License Change - Used Car Dealer License

No objection from Police.

Respectfully,

Brian L. Reid
Captain of Specialized Services
Falmouth Police Department
774-255-4527, Ext. 4502



From: Falmouth Licensing <licensing@falmouthma.gov>

Sent: Tuesday, July 30, 2024 9:50 AM

To: Brian Reid <brian.reid@falmouthpolicema.gov>; Sean Doyle <sean.doyle@falmouthpolicema.gov>; Jeff Lourie <Jeff.Lourie@falmouthpolicema.gov>; Gregg Fraser <gregg.fraser@falmouthma.gov>; Boyd Demello <boyd.demello@falmouthfirema.gov>; Craig O'Malley <craig.omalley@falmouthfirema.gov>; Noreen Stockman <noreen.stockman@falmouthma.gov>

Cc: Falmouth Licensing <licensing@falmouthma.gov>

Subject: Capstan Yachts-License Change - Used Car Dealer License

Good afternoon,

Attached please find the application by Capstan Yachts to add a dealer to its Class 1 Used Car Dealer License and a copy of the current license. The application is to include BlueCat USA as an additional dealer at its location at 56 Scranton Avenue. The current license a copy of which is attached allows 1 boat/vehicle on the premises. This request is to allow a second boat (vehicle). Please let me know if further information is needed.

Due to the short season at this point the applicant has requested review at the next Select Board meeting on August 12th. If possible, may we please request your review by August 5th so it may be included in the meeting packet?

Thank you,
Phyllis
Phyllis Downey
Town Manager & Select Board Office

Phyllis Downey

From: Boyd Demello <boyd.demello@falmouthfirema.gov>
Sent: Tuesday, July 30, 2024 1:58 PM
To: Falmouth Licensing; Brian Reid; Sean Doyle; Jeff Lourie; Gregg Fraser; Craig O'Malley; Noreen Stockman
Cc: Falmouth Licensing
Subject: RE: Capstan Yachts-License Change - Used Car Dealer License

Fire Rescue has no objections

Boyd W. DeMello
Fire Prevention Inspector
Falmouth Fire Rescue Department
boyd.demello@falmouthfirema.gov
508-495-2534 - Office
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: Falmouth Licensing <licensing@falmouthma.gov>
Sent: Tuesday, July 30, 2024 9:50
To: Brian Reid <brian.reid@falmouthpolicema.gov>; Sean Doyle <sean.doyle@falmouthpolicema.gov>; Jeff Lourie <Jeff.Lourie@falmouthpolicema.gov>; Gregg Fraser <gregg.fraser@falmouthma.gov>; Boyd Demello <boyd.demello@falmouthfirema.gov>; Craig O'Malley <craig.omalley@falmouthfirema.gov>; Noreen Stockman <noreen.stockman@falmouthma.gov>
Cc: Falmouth Licensing <licensing@falmouthma.gov>
Subject: Capstan Yachts-License Change - Used Car Dealer License

Good afternoon,

Attached please find the application by Capstan Yachts to add a dealer to its Class 1 Used Car Dealer License and a copy of the current license. The application is to include BlueCat USA as an additional dealer at its location at 56 Scranton Avenue. The current license a copy of which is attached allows 1 boat/vehicle on the premises. This request is to allow a second boat (vehicle). Please let me know if further information is needed.

Due to the short season at this point the applicant has requested review at the next Select Board meeting on August 12th. If possible, may we please request your review by August 5th so it may be included in the meeting packet?

Thank you,
Phyllis

Phyllis Downey
Town Manager & Select Board Office



To: Town of Falmouth Select Board
Re: Capstan Yachts- Adding Manufacturer

Good day,

I am looking to add a second line to our current brokerage/dealership located at 56 Scranton Ave, Falmouth, Ma. We are Capstan Yachts and current are a Yacht Brokerage and a dealer for X Shore Boats. We have engaged in a contract with BlueCat USA which manufactures Catamarans between 17-43ft. We are asking to have a dealership with inventory at the location above.

These boats are up and coming in the market and we are looking to make them a staple here in New England and it begins with Falmouth!

Please let me know if there are any questions and I thank you for your consideration.

Regards,
Kyle Smith
Capstan Yachts
President



PAID \$10.00 CK#5058



Town of Falmouth
Office of the Town Manager & Selectmen 59
Town Hall Square, Falmouth, MA 02540
508-495-7320 • licensing@falmouthma.gov

NEW APPLICATION - MOTOR VEHICLE DEALER LICENSE – Class I, II, III
M.G.L. CHAPTER 140

BUSINESS NAME: Capstan Yachts Corp D/B/A Capstan Yachts

ADDRESS: 56 Scranton Ave

TOWN: Falmouth STATE MA ZIP CODE 02540

MAILING ADDRESS: (if different) 148 West Way

TOWN: Mashpee STATE MA ZIP CODE 02649

OWNER OF PROPERTY: Falmouht Hieghts Marine

NAME OF APPLICANT: Kyle Smith TITLE: President

HOME ADDRESS: 148 West Way

TOWN: Mashpee STATE MA ZIP CODE 02640

FID # [redacted] EMAIL (required) [redacted]

TELEPHONE # (BUSINESS) [redacted] (HOME) [redacted]

CLASS OF LICENSE: 1 NUMBER OF VEHICLES: 2

DEALER/REPAIR PLATE # NA

TYPE OF LICENSE: auto, boat, etc. Boat

- ADDITIONAL DOCUMENTS REQUIRED:
• Special Permit under Zoning Bylaw Sections 240-51(B)(3) allowing motor vehicle sales
• Massachusetts Form 53 in duplicate - available at Select Board Office
• Public Hearing requiring abutter notification by Certified Return Receipt Mail (Class III only)
• Proof of Surety Bond in the amount of \$25,000 (Class II only)
• Copy of Manufacture's Agreement (Class I only)

Kyle Smith

7/29/24

Signature -OWNER or MANAGER of RECORD FEES:

CLASS I - TOTAL LICENSE FEE: \$110
CLASS II - TOTAL LICENSE FEE: \$85
CLASS III - TOTAL LICENSE FEE: \$60

[Redacted box]

BLUE CAT

BlueCat, USA LLC. 19100 SW Warfield Blvd. Indiantown, FL 34956

www.bluecatusa.com

(833)-BUYACAT

BlueCat USA, LLC. Dealership Agreement

07/09/24

This DEALERSHIP AGREEMENT (the "Agreement") is made and entered into as of June 19th 2024 (the "Effective Date") by and between BlueCat USA, LLC., a Delaware Limited Liability Company with its principal place of business in Indiantown, Florida ("BlueCat") and, Capstan Yachts, Corp. with offices at, 148 West Way, Mashpee, MA 02649 ("Dealer")

WITNESSETH

WHEREAS BlueCat is engaged in the manufacture of offshore fishing and pleasure boats and the distribution of other products and

WHEREAS Dealer is a seller of boats and related products and

NOW, THEREFORE, for and in consideration of the premises and mutual covenants and agreements contained in this Agreement, and for good and valuable considerations, the receipt and sufficiency of which hereby are acknowledged. BlueCat and Dealer agree as follows:

1. Appointment. Subject to the terms and conditions of this Agreement, BlueCat hereby appoints Dealer, and Dealer hereby accepts appointment to promote, sell and service if not otherwise stated below, all models of boats manufactured by BlueCat during the term of this Agreement (referred to hereafter, as the "Products").

All or any of BlueCat's products may be changed or discontinued at any time by BlueCat without notice. Such change or discontinuance shall cause no liability on the part of BlueCat to Dealer. The relationship between BlueCat and Dealer is not a Franchise, Joint Venture, or Partnership.

Dealer is an independent contractor and has no authority to act as an agent of BlueCat or to make any promises, representations, or warranties on behalf of BlueCat other than BlueCat's express warranty. The relationship between BlueCat and Dealer is that of seller and buyer of goods for the purposes of soliciting orders for the sale of tangible property.

2. Dealer. Dealer is a corporation at the following address:
148 West Way, Mashpee, MA 02649

BLUE CAT

BlueCat, USA LLC. 19100 SW Warfield Blvd. Indiantown, FL 34956

www.bluecatusa.com

(833)-BUYACAT

Dealer represents and warrants to BlueCat that the Dealer's name above is the complete and correct legal name of Dealer's Organization.

3. Territory. Dealer's market area is the following described Territory ("Territory, Market Area").

Route 90 South to Massachusetts borders East/South, West boundary being Route 91
Includes Rhode Island, Nantucket and Martha's Vineyard

Dealer agrees to promote the sale and service of the Products in its Territory in a manner that the Product is presented and marketed competitively with those of the competition. Dealer will be an authorized retail dealer, warranty repair facility, and service center for the Products in the Territory during the Term of this Agreement provided Dealer meets all performance standards as established by BlueCat for Dealer. BlueCat agrees that during the Term of this Agreement, that BlueCat will not authorize another dealer location within the market area identified above provided Dealer is not in violation of any of the terms and conditions contained herein. However, the parties agree that the Territory is not exclusive to Dealer, as factors such as customer location, customer use areas, direct relationships with BlueCat and overlapping boat show, advertising and media markets may and will lead to sales within the Territory. BlueCat reserves the right to conduct sales within the Market Area (a) government authorities; (b) quasi-governmental authorities; and (c) entities which may conduct business within the Market Area but maintain a principal office elsewhere, without payment of any consideration to Dealer.

Dealer shall conduct its business only in its Market Area, unless customer resides in a location that is not in the Market Area of another authorized dealer. Dealer shall verify with BlueCat that such location is outside of any authorized dealers Market Area and BlueCat agrees in writing, which consent may be conditioned or withdrawn in BlueCat's sole discretion.

BlueCat will not make factory sales into the Territory, except on a limited basis BlueCat may from time to time sell factory direct boats to BlueCat employees, shareholders, pro fish teams or vendors of BlueCat or similarly related parties. No commission will be paid on factory direct sales to BlueCat employees, shareholders, or contractors. For pro fish teams sales initiated from the factory, Dealer will be entitled to assume the contract with the customer for production and delivery and receive 5% discount from BlueCat. The pro fish team will be required to

BLUECAT

BlueCat, USA LLC. 19100 SW Warfield Blvd. Indiantown, FL 34956

www.bluecatusa.com

(833)-BUYACAT

display the Market Area's dealership name on the side of the boat and use their best efforts to promote the dealer for the territory.

4. Term. This agreement shall be in effect on with the model year date of 2025 and shall automatically renew (the "Term") unless this agreement is canceled by either party in writing within 60 days of renewal and signed by an officer of BlueCat. Neither party shall be under obligation, expressed or implied, to enter into a new Agreement upon cancellation or in the event of termination, as provided, of the Agreement. Termination rights are set for in paragraph 13.

5. BlueCat's Obligations. Subject to all other terms, provisions, and conditions hereof, BlueCat will

- a) Give careful consideration to Dealer's orders for BlueCat Products, but all such orders will be subject to BlueCat's approval and written acceptance. All orders that BlueCat approves and accepts may be subject to delays or failures in manufacturing or delivery and BlueCat will not have any liability on account thereof.
- b) Sell all BlueCat Products required to be sold to Dealer at BlueCat's dealer list prices in effect at the time of receipt of Dealer's order. Dealer shall be entitled to such volume or other discounts as BlueCat shall from time to time designate. BlueCat may change list prices and discounts without prior notice to Dealer, but any price change shall not apply to orders accepted by BlueCat prior to the discount or price list change. Discounts or promotional sales will be determined by BlueCat at its sole discretion and may vary between dealers.
- c) Furnish Dealer with such manuals, parts, catalogs, price lists, technical data, and sales assistance as BlueCat, in its sole discretion, shall deem appropriate.
- d) Refer to Dealer any individual that contacts BlueCat inquiring about the purchase of a BlueCat boat in the Territory.
- e) Provide warranty service as set forth in paragraph 10 hereof.
- f) Reimburse a percentage of Dealer's expenses for boat shows and advertising, as defined in BlueCat's Co-Op programs in the Dealer Manual.

6. Dealer's Obligations. Subject to all other terms, provisions, and conditions hereof, Dealer will:

- a) Maintain an adequate sales organization that is qualified to sell BlueCat Products within the Territory in accordance with the terms and conditions hereof. Conduct its business at the Location shown above unless BlueCat agrees, in writing, to a different or additional location.

BLUE CAT

BlueCat, USA LLC. 19100 SW Warfield Blvd. Indiantown, FL 34956

www.bluecatusa.com

(833)-BUYACAT

- b) Establish and maintain an adequate business office in the territory, equipped with all reasonably necessary office equipment, supplies and personnel. As the market for BlueCat Products grows, Dealer and BlueCat may agree that the Territory warrants establishment of one (1) or more sub dealers during the term of this agreement. Sub dealers will not be permitted unless agreed to in writing by both parties hereto. Dealer shall participate in periodic regional boat shows within their Market Area and similar sales activities as agreed to between BlueCat and Dealer. Dealer will not participate in boat shows or other marketing events within other dealers' Market Area unless it is a BlueCat sponsored event. Dealer agrees to participate, at its own expense, unless BlueCat agrees in writing to participate.
- c) Dealer agrees to actively market and advertise the Products using those types of media approved by BlueCat and to utilize its best efforts to develop the largest possible market for the sale of BlueCat boats in the Territory. Dealer will maintain permanent outdoor signage at Dealer's showroom denoting that Dealer is an authorized BlueCat dealer. Such permanent signage at Dealer's showroom denoting that Dealer is an authorized BlueCat dealer. Such permanent signage must be approved by BlueCat in writing prior to erection and comply with the signage requirements. Dealer shall, at all times maintain an internet web site marketing BlueCat's Products and providing a direct link to BlueCat's website.
- d) Maintain within the Territory an inventory of the BlueCat Products in a new, unused condition, with adequate showroom or storage therefor. Dealer and BlueCat mutually agree the number and models of inventory boats to be maintained by Dealer shall be Two (2) boats to start consisting of One (1) 30' Demo and One (1) slot deposit for a 21'. Dealer shall maintain, at all times, floor plan financing adequate to purchase the quantity of BlueCat Products commensurate with Dealer's inventory requirements and the level of retail sales in Dealer's area. For boats purchased by Dealer without use of floorplan financing, deposit payments or progress payments are non-refundable and will be retained by BlueCat as liquidated damages in the event Dealer Cancels the boat order or fails to take delivery of the boat. On execution of this contract the dealer agrees to place its order within Five (5) days of signing this contract.
- e) Maintain any floorplan financed boats in new and unusual condition WITH ZERO HOURS, with no modifications or installation of electronics or other equipment or accessories.

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With any breach of this obligation Dealer is out of trust and assumes all repurchase liability to the floorplan finance source.

- f) Comply with all BlueCat's reasonable requests to sales forecasts, so as to enable BlueCat to anticipate Dealer's inventory and retail sales requirements.
- g) Comply with BlueCat's warranty program on all Products manufactured by BlueCat, which are covered by BlueCat's limited express warranty, in keeping with program rules and policies as communicated from BlueCat to Dealer from time to time. Maintain all records and make all claims in compliance with those programs. Maintain adequate facilities and personnel to perform all necessary Product preparation, delivery, warranty work and parts and repairs, consistent with the design of the Products and the warranty policy of BlueCat and carry an adequate amount of parts and accessories.
- h) Pay in full, in accordance with the "Payment Policy" set forth in the next subparagraph, in cash, cashier's check, wire transfer or certified check, all of BlueCat's invoices for BlueCat Products that BlueCat ships to Dealer pursuant to Dealer's orders. All sales shall be F.O.B BlueCat's factory in Indiantown, Florida. BlueCat may refuse to sell BlueCat Products to Dealer at any time that BlueCat, in the exercise of its sole discretion, shall deem itself insecure with respect to the condition of Dealer's account, or considers that Dealer's financial standing does not warrant sales upon such basis.
- i) Pay BlueCat invoices in compliance with the following payment policy: Dealer agrees to pay 10% deposit on order, 15% upon completion of lamination, 15% upon the motors being hung on the boat, with the remaining 60% to be paid upon completion prior to pick up FOB Indiantown, FL. Payment must be received within Five (5) days of presentation of the applicable invoice relating to the payment schedule. Payment must be for the amount shown on the invoice sent to the Dealer without deductions of any kind.
- j) Not sell BlueCat Products to customers residing in the territory assigned to another authorized BlueCat dealer. Refer all customers outside their Market Area to the dealer that serves the customer market area to receive the best local customer service. THIS WILL BE STRICTLY ENFORCED in situations where a customer has multiple residences, BlueCat, in its sole discretion will determine the dealer entitled to sell and service such customer. Sales by Dealer to customers residing in the assigned territory of another

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authorized BlueCat Dealer, shall, at BlueCat's option, constitute adequate grounds for termination of this Agreement pursuant to paragraph 13 (b)(vi) hereof.

- k) Send to BlueCat signed confirming order(s) for BlueCat products and return warranty registration documents within fifteen (15) days after delivery to the customer. Send to BlueCat, when requested by BlueCat, a copy of all Dealer invoices for BlueCat Products sold during the reporting period.
- l) Send to BlueCat such documents as BlueCat may reasonably request in order to comply with state and federal regulatory and tax laws, BlueCat sales programs and customer relations.

7. Advertising. Dealer shall be entitled during the term of this Agreement and any extension thereof, to advertise and hold itself out as an authorized BlueCat dealer. At all times during the term of this Agreement and any extension thereof, Dealer will use BlueCat trademark on all advertisement and other activities conducted by Dealer to promote the sale of BlueCat Products. The terms and conditions contained herein shall apply to all advertising and marketing media, including without limitation, Internet websites, radio, TV, cable and print.

- a) Without limiting the forgoing Dealer expressly agrees that Dealer shall conduct no marketing and or advertising of BlueCat Products that includes Dealer's Pricing. The parties agree that the term and conditions herein shall apply to all advertising and marketing media, including without limitation, Internet websites, radio, TV, cable and print. "Dealer's Pricing" as used herein is dealer net price, discounted dealer price, or any price that Dealer may offer to the retail public other than BlueCat's Suggested Retail Price provided, however, that advertising within the Dealership and at boat shows may include discounted pricing, but, the advertised discounted pricing cannot be and amount equal to or less than Dealer Pricing.
- b) Dealer shall submit examples of all proposed advertising and other promotional materials to BlueCat for inspection and Dealer shall not use any such advertising or promotional materials without having received the prior written consent of BlueCat to do so.
- c) Dealer is required to carry and to sell BlueCat apparel and other accessories bearing the BlueCat name and trademarks, however, Dealer must purchase such apparel and accessories directly from BlueCat.

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- d) Upon termination of this Agreement. Dealer shall immediately cease and discontinue use of the BlueCat name and BlueCat trademarks. The provisions of this section 7 shall survive termination of this Agreement.

8. Trademarks. "BlueCat" are registered trademarks of BlueCat for use with boats, clothing and accessories and as such, the parties agree that BlueCat shall have the right to control, at all times, how, where, and why "BlueCat" and associated logos and trade names are used in advertising and marketing of any Products (collectively, the "Intellectual Property"). BlueCat grants to Dealer a revocable, non-exclusive, non-transferable, royalty free license to utilize BlueCat's Intellectual Property, as it relates to these Trademarks and Logos only, for purposes of marketing and selling the Products as contemplated herein for the duration of the Agreement. This license shall automatically terminate upon the termination or expiration of this Agreement. Dealer agrees not to use any of BlueCat's Intellectual Property in any form that has not been approved by BlueCat and Dealer agrees that Dealer will not alter or modify any of BlueCat's Intellectual Property without BlueCat's prior written consent. Dealer agrees that BlueCat's Intellectual Property shall at all times remain the sole and complete property of BlueCat and except for the limited license granted to Dealer herein. Dealer shall have no interest in BlueCat's Intellectual Property and covenants and agrees not to claim any interest therein in the future. Upon expiration, or termination of the Agreement, Dealer shall immediately remove BlueCat's Intellectual Property and all references to products in all signs, advertising, websites and sales materials controlled by Dealer and any reference or representation of Dealer as a dealer of BlueCat's products.

9. Confidential Information. Written technical data, drawings, plans and engineering and technical instructions pertaining to BlueCat Product are recognized by the Dealer to be secret and confidential and to be the property of BlueCat. Those items shall at all times and for all purposes be held by Dealer in a confidential capacity and shall not, without the prior written consent of BlueCat (i) be disclosed by Dealer to any person, firm or corporation, excepting those employees of Dealer who are required to utilize such items in connection with the sale, inspection, repair or servicing of BlueCat boats during the term of this Agreement or (ii) be disclosed to any person, firm or corporation at any time following the expiration or termination of the dealership created by this Agreement or any extension thereof, except where such use is necessary in order to maintain or service BlueCat boats still covered by warranty.

10. Manufacturer's Warranty. BlueCat makes no warranty or representation with respect to any of its products except those, if any made under its Limited Warranty Statement. A copy of BlueCat's Limited Warranty Statement is attached hereto as Exhibit A and made a part hereof.

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BlueCat reserves the right to amend such said warranty. The rights and obligations of each of the parties with respect to said warranty are as follows.

- a) Dealer shall deliver and explain a copy of the applicable Limited Warrants Statements to every purchase of BlueCat Products from Dealer. Dealer and original purchaser must complete, sign and mail Warranty Registration to BlueCat within fifteen (15) days delivery of boat.
- b) If a customer makes a claim under warranty other than the latest applicable warranty. Dealer shall promptly refer such claim to BlueCat before taking other action with regard thereto.
- c) Warranty claim approval processing and reimbursement will be conducted in the manner described in the Dealer Manual.

ANY WARRANTY OBLIGATION OF BLUECAT COMMENCES ONLY UPON THE FIRST RETAIL SALE OF THE APPLICABLE PRODUCT. ANY WARRANTY PROVIDED BY BLUECAT SHALL BE THE SOLE AND EXCLUSIVE WARRANTIES. THERE SHALL BE NO OTHER WARRANTIES EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OR MERCHANTABILITY OR FITNESS OR ANY OTHER OBLIGATION ON THE PART OF BLUECAT WITH RESPECT TO PRODUCTS IN NO EVENT SHALL THE WARRANTIES OF BLUECAT REQUIRE MORE FROM BLUECAT THAN THE REPAIR OR REPLACEMENT OF ANY PART OF PARTS WHICH ARE FOUND TO BE DEFECTIVE WITHIN THE EFFECTIVE PERIOD OF THE WARRANTY. BLUECAT SHALL HAVE NO LIABILITY FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES.

11. Delivery: Title and Risk of Loss. All delivery of products sold by BlueCat to Dealer pursuant to this Agreement shall be made F.O.B. BlueCat's plant in Indiantown, Florida. Title to and risk of loss shall pass from BlueCat to Dealer at the delivery point.

- a) Dealer shall be responsible for arranging all transportation, but if requested by Dealer, BlueCat will at Dealer's expense, assist Dealer in making such arrangements. Dealer shall procure insurance for the transportation of product purchased from BlueCat and such insurance shall be of a kind and on terms current at the point of delivery and shall designate BlueCat as a name insured.
- b) In the event that BlueCat is required to assist Dealer in arranging for transportation. Dealer shall reimburse BlueCat for all costs applicable to the products following their

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delivery to Dealer, including without limitation, insurance, transportation, loading and unloading, handling and storage. Dealer shall pay all charges, including sales taxes (if applicable), incurred with respect to BlueCat Products following their delivery to the carrier or forwarder.

- c) BlueCat will deliver Manufacturer's Statement of Origin and Builder's Certificate sufficient to apply for titles to Products to Dealer after the boats have been paid in full with good funds in BlueCat bank account.

12. Inspection and Acceptance. Promptly upon the receipt of a shipment from BlueCat, Dealer shall examine the shipment to determine whether any item or items included in the shipment are missing, defective or damaged. Within seven (7) days of receipt of the shipment, Dealer shall notify BlueCat in writing of any shortages, defects or damage that Dealer claims existed at the time of delivery. Within seven (7) days after receipt of such notice, BlueCat will investigate the claim of shortages, defects or damage, and inform Dealer of its findings. BlueCat will deliver to Dealer such product as may be necessary to replace any that BlueCat determines, in its sole discretion to be defective or damaged at the time of delivery.

Unless notice is given as provided in this paragraph 12, Dealer shall be deemed to have accepted the BlueCat Products as received and to have waived all claims for shortages, defects or damage. For items in short supply that were not included in the shipment, BlueCat will ship such items to Dealer as soon as the items become available and will pay Dealer its cost of installation.

13. Termination.

- a) Without Cause This Agreement may be terminated by BlueCat without cause by giving the other party sixty (60) days written notice.
 - i. By BlueCat If BlueCat terminates this Agreement it will complete manufacture of all BlueCat Products ordered by Dealer and accepted by BlueCat prior to the effective date of termination, provided such Products have been sold at retail and BlueCat is given a copy of the buyer's contract. Such products will be shipped to Dealer provided Dealer makes payment in accordance with the payment policy set forth as paragraph 6(i) hereof. Dealer inventory orders will be canceled effective as of the date of notice of termination.
 - ii. By Dealer If Dealer terminates this Agreement, it will make payment for and accept all BlueCat Products ordered by Dealer and under production as of the

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effective date of termination; provided however, BlueCat may elect to cancel all orders for inventory Product and sell and deliver such Product to other dealers. Orders accepted by BlueCat, but not under production as of the day of which BlueCat receives Dealers' notice of termination will be canceled. As of the effective date of termination Dealer will no longer hold itself out as an authorized BlueCat Dealer. In the event of termination without cause, neither party shall be liable to the other party except as specified in subparagraphs 13(a)(i) and 13(a)(ii).

- b) For Cause (Immediate Effect) Unless otherwise provided by law, BlueCat may terminate this Agreement with immediate effect upon written notice to Dealer if any of the following events occur:
- i. The inability of Dealer to meet its debts as they mature, the filing by Dealer of a petition of voluntary bankruptcy under the laws of the United States, the institution of proceedings to adjudge Dealer a bankruptcy in an involuntary proceeding, execution by Dealer of an assignment for the benefit of creditors, the appointment by a court of a receiver or Trustee for Dealer or its assets; dissolution of Dealer; or the failure of Dealer to conduct its operations in the ordinary course of business, including maintaining business hours in a manner consistent with similar businesses in the same market area.
 - ii. Any Failure by Dealer to pay BlueCat any sums that may be due pursuant to this Agreement or maintain adequate lines of credit for the purchase of BlueCat Products.
 - iii. Any failure by Dealer to pay any sum due to financing source utilized to obtain funds for the purchase of BlueCat Products, to which BlueCat has a recourse obligation.
 - iv. A decrease in the number of sales made by Dealer of 30% or more over any six-month period when compared to sales for a comparable period during the preceding year.
 - v. Failure or refusal by Dealer to carry the inventory of BlueCat Products established pursuant to paragraph 6(e) of this Agreement.

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- vi. Change of facility locations unless Dealer first obtains BlueCat's written consent to change.
 - vii. The sale by Dealer of BlueCat Product outside of Dealer's Territory and into the territory of another authorized BlueCat dealer. This will be strictly enforced to ensure the customer will receive the best customer service with his closest serving dealer.
 - viii. Any change of management, key personnel or legal structure of Dealer, which, in BlueCat's sole discretion, will have an adverse impact on the ability of Dealer to act as a BlueCat dealer.
- c) Effect of Immediate Termination. In the event of immediate termination, Dealer's account with BlueCat shall be reconciled and Dealer will be provided a written statement showing any amount owed to Dealer or BlueCat. Any amount shall be paid within five (5) business days from receipt of the statement by the Dealer. Any BlueCat Products on order from Dealer shall be canceled unless such orders are for retail sales and BlueCat is provided a copy of the buyer's contract. Retail sales within Dealer's territory will be completed and delivered by BlueCat, provided BlueCat is paid in full in accordance with BlueCat's Payment Policy set for in paragraph 6(i).
- d) Remedies, Specific Performance. In addition to the other remedies provided herein, the non-defaulting party shall be entitled to seek and obtain monetary damages from the defaulting party, which may not include consequential damages or damages for lost profits. The non-defaulting party may seek an order of specific performance against the defaulting party from a court of competent jurisdiction, provided that the non-defaulting party seeking such specific performance must file its request with such court within sixty (60) days after it becomes aware of the defaulting party's inability or refusal to cure its default.
- e) BlueCat Option to Repurchase Dealer's Inventory. Upon termination of the Agreement whether upon cancellation of terms or otherwise, Dealer hereby grants to BlueCat the option to repurchase all BlueCat products owned by Dealer as of the effective date of termination. The purchase price of such products owned by Dealer as of the effective date of termination shall be the price paid by Dealer to BlueCat on all boats 1-12 months from purchase with zero hours. All boats 13-18 months from purchase date will have a 10 % reduction from price paid by Dealer with zero hours. All boats 19-24 months from

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purchase date will have a 15% reduction from price paid by Dealer with zero hours. BlueCat will notify Dealer in writing prior to the effective date of termination if BlueCat elects to repurchase the BlueCat products and, if so, the purchase price shall be paid to Dealer and title and possession transferred to BlueCat within twenty (20) days after the effective date of termination. The provisions of this paragraph 13(e) shall survive termination of this Agreement.

14. Indemnification. Dealer agrees to indemnify and hold BlueCat harmless from any claims, costs, expenses (including attorney fees, at all levels) and damages arising out of (a) Dealer's failure to comply with the terms of this agreement, including but not limited to Dealer's failure to make a payment to a financing source to which BlueCat has a recourse obligation (b) modifications made by or at the direction of Dealer to BlueCat Product that results in injury or damage to property of the BlueCat Product, (c) failure by Dealer to comply with the provisions of this agreement. The provisions of this paragraph 14 shall survive termination of this Agreement.

15. Nonwaiver. Any party's failure to enforce at any time any of the provisions of this Agreement shall not be construed to be a waiver of such provisions or of that party's right at any time to enforce each and every provision.

16. Assignment. This Agreement is not assignable by either party without the prior written consent of the other which consent may be withheld for any reason.

17. Dealer Status. Nothing in this Agreement shall be construed in such a manner as to constitute Dealer the agent or legal representative of BlueCat for any purpose whatsoever. Dealer shall have no authority whatsoever whether express or implied, to assume, create, or incur any obligation or liability whatsoever on behalf or in the name of BlueCat, or to bind BlueCat in any manner whatsoever. BlueCat shall not be liable for any damages, loss, cost, or expenses whatsoever, including incidental or consequential damages resulting from any sale, service, repair, or replacement performed by Dealer, except to the extent provided herein with respect to BlueCat's warranty.

18. Attorneys' Fees. If either party commences any action or proceeding against the other party to enforce this Agreement, the prevailing party in such action or proceeding shall be entitled to recover from the other party the actual attorneys' fees, costs and expenses, at all trial and appellate levels, incurred by such prevailing party in connection with such action or proceeding and in connection with enforcing any judgment or order thereby obtained.

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19. Entire Agreement. This Agreement supersedes any and all prior agreements between BlueCat and Dealer with regards to the matters herein contained and constitutes the entire agreement between the parties hereto with regard to such matters. Neither this Agreement nor any of the provisions, terms, or conditions hereof may be waived, altered, abridged, modified or amended, except in writing and signed by the party against whom the enforcement thereof is sought. In addition to any provisions that expressly survive by their terms, the parties agree that the terms and conditions contained in paragraphs 7, 8, 9, 13 and 14 shall survive any termination of this agreement.

20. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida.

21. Execution in Counterparts. This Agreement may be executed in any number of counterparts and by different parties hereto in separate counterparts, each of which when so executed shall be deemed to be an original and all of which taken together shall constitute but one (1) and the same agreement.

22. Exclusive Jurisdiction and Venue. Any legal action instituted concerning this Agreement or any dispute hereunder, shall be brought only in the courts of the State of Florida, in Martin County, or in federal court for the Southern District of Florida. Both parties submit to venue and jurisdiction in these courts.

23. Jury Trial Waiver. Both parties hereby formally WAIVE THEIR RIGHT TO A JURY TRIAL in the event any legal action is commenced with respect to this Agreement.

24. Headings. The paragraph headings in this Agreement are for convenience only and are not to be considered an interpretation of this Agreement.

25. Notice. Any notice required or permitted to be sent hereunder shall be in writing shall be sent in a manner requiring a signed return receipt. Notice is effective upon receipt. Notice to BlueCat shall be addressed to:

BlueCat USA, LLC.,
19100 SW Warfield Blvd.
Indiantown, FL 34956

BLUE CAT

BlueCat, USA LLC. 19100 SW Warfield Blvd. Indiantown, FL 34956

www.bluecatusa.com

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Notice to Dealer shall be addressed to:

Capstan Yachts Corp

148 West Way

Mashpee, MA 02649

26. Dealer Representations and Warranties. Dealer represents and warrants to BlueCat that the person signing this Agreement on behalf of Dealer has the full right and authority to execute this Agreement on behalf of Dealer and that Dealer has full right and authority to enter into this Agreement and perform the obligation of Dealer contemplated herein. Dealer further represents and warrants that nothing contained herein conflicts with or causes a default under any other agreement by which Dealer may be bound.

IN WITNESS WHEREOF, this Agreement has been executed as of the date first above written

BlueCat USA, LLC.

By: *Powell Pace*

Capstan Yachts, Corp.

By: *Kyle Smith*
Kyle Smith (Jul 9, 2024 12:05 EDT)

Title: President

Date: 7/9/24

BlueCat USA Dealer Agreement Capstan Yachts, Corp. Massachusetts Territory

Final Audit Report

2024-07-09

Created:	2024-07-09
By:	Powell Pace (powell@bluecatusa.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAsZTjeE37bzZ3OH4ijd8iwfMIGrNyLAuM

"BlueCat USA Dealer Agreement Capstan Yachts, Corp. Massachusetts Territory" History

-  Document created by Powell Pace (powell@bluecatusa.com)
2024-07-09 - 3:57:43 PM GMT- IP address: 57.135.255.143
-  Document emailed to Kyle Smith (ksmith@capstanyachts.com) for signature
2024-07-09 - 3:57:47 PM GMT
-  Document emailed to Powell Pace (powell@bluecatusa.com) for signature
2024-07-09 - 3:57:47 PM GMT
-  Email viewed by Kyle Smith (ksmith@capstanyachts.com)
2024-07-09 - 4:03:34 PM GMT- IP address: 172.56.117.91
-  Document e-signed by Kyle Smith (ksmith@capstanyachts.com)
Signature Date: 2024-07-09 - 4:05:03 PM GMT - Time Source: server- IP address: 172.56.117.91
-  Email viewed by Powell Pace (powell@bluecatusa.com)
2024-07-09 - 5:20:14 PM GMT- IP address: 57.135.255.143
-  Document e-signed by Powell Pace (powell@bluecatusa.com)
Signature Date: 2024-07-09 - 5:20:27 PM GMT - Time Source: server- IP address: 57.135.255.143
-  Agreement completed.
2024-07-09 - 5:20:27 PM GMT

OPEN SESSION

CONSENT AGENDA

1. Licenses

- b. Consider approval of an application for a Special One-Day Wine & Malt Beverages License – Joe Q Veteran Coffee Break for the Cape Cod Bocce Tournament to be held at the Falmouth Academy Athletic Field located at 7 Highfield Drive, Falmouth – Saturday, 9/21/24 – 10:00 a.m. to 3:00 p.m.



AGENDA ITEM SUMMARY SHEET

ITEM NUMBER: Consent Agenda – Licenses 1.b.

ITEM TITLE: Consider approval of an application for a Special One-Day Wine and Malt Beverages License- Joe Q Veteran Coffee Break for the Cape Cod Bocce Tournament to be held at the Falmouth Academy Athletic Field located at 7 Highfield Drive, Falmouth- Saturday, September 21, 2024, from 10:00 AM to 3:00 PM

MEETING DATE: 7/29/2024

WORK SESSION **REGULAR MEETING** **PUBLIC HEARING**

SUBMITTED BY: Mike Renshaw, Town Manager

ATTACHMENTS: License Application Review Form; Special One-Day Liquor License for the Sale of Alcoholic Beverages Form dated July 16, 2024; Event narrative; Emails from Reviewers; Site plan; TIPS certifications

PURPOSE:

The Select Board will consider the approval of an application for a Special One-Day Wine and Malt Beverages License- Joe Q Veteran Coffee Break for the Cape Cod Bocce Tournament to be held at the Falmouth Academy Athletic Field located at 7 Highfield Drive, Falmouth- Saturday, September 21, 2024, from 10:00 AM to 3:00 PM.

BACKGROUND/SUMMARY:

- Applicant Carole Kenney, representing Joe Q Veteran Coffee Break, submitted a Special One-Day Liquor License for the Sale of Alcoholic Beverages application on July 16, 2024.

- The event, titled the 16th Annual Cape Cod Bocce Tournament, is to be held on September 21, 2024 from 10:00 AM until 3:00 PM at the Falmouth Academy Athletic Field, and approximately 130 people are expected to attend.
- The event is a fundraiser that was initiated by the Ralph Vaccaro Family 16 years ago, and in 2022 the Vaccaro Family asked the Joe Q Veteran Coffee Break to conduct the event as a fundraiser for the Falmouth Community Veterans Center.
- Beer and wine will be available as will a water filling station, and no outside drinks or coolers will be permitted; two or three TIPS certified bartenders will be serving, and 2-3 people will be on site on the field for security purposes.

DEPARTMENT RECOMMENDATION:

The Town Manager recommends that the Select Board approve the application for a Special One-Day Wine and Malt Beverages License- Joe Q Veteran Coffee Break for the Cape Cod Bocce Tournament to be held at the Falmouth Academy Athletic Field located at 7 Highfield Drive, Falmouth- Saturday, September 21, 2024, from 10:00 AM to 3:00 PM as presented.

OPTIONS:

- Motion to approve the application for a Special One-Day Wine and Malt Beverages License- Joe Q Veteran Coffee Break for the Cape Cod Bocce Tournament to be held at the Falmouth Academy Athletic Field located at 7 Highfield Drive, Falmouth- Saturday, September 21, 2024, from 10:00 AM to 3:00 PM as presented.
- Motion to deny approval of the application for a Special One-Day Wine and Malt Beverages License- Joe Q Veteran Coffee Break for the Cape Cod Bocce Tournament to be held at the Falmouth Academy Athletic Field located at 7 Highfield Drive, Falmouth- Saturday, September 21, 2024, from 10:00 AM to 3:00 PM.
- Select Board defined alternative.

BUDGET INFORMATION: Applicable: Not Applicable: Budgeted: Yes No

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

FINANCE DIRECTOR COMMENTS (IF APPLICABLE):

N/A

TOWN MANAGER COMMENTS:

The Town Manager recommends that the Select Board approve the application for a Special One-Day Wine and Malt Beverages License- Joe Q Veteran Coffee Break for the Cape Cod Bocce Tournament to be held at the Falmouth Academy Athletic Field located at 7 Highfield Drive, Falmouth- Saturday, September 21, 2024, from 10:00 AM to 3:00 PM as presented.

Michael Renshaw

Town Manager

8/6/2024

Date

LICENSE APPLICATION REVIEW

Restaurant/Business: Joe Q Veteran Coffee Break-Bocce Tournament

Address: Falmouth Academy Athletic Field, 7 Highfield Drive, Falmouth

License Type: Special One-Day Wine & Malt Beverages License

New License NEW

Transfer of License _____

Change of License _____

Police No objection

Fire No objection, well run event

Building _____

Health No issues

Zoning _____

Planning _____

DPW _____

NOTES:

This is the 16th Annual Cape Cod Bocce Tournament scheduled to take place September 21, 2024, from 10:00 am to 3:00 pm.

Application will be complete pending receipt of Liquor Liability Insurance certificate specifying the location of the event in the Description, Falmouth Academy, 7 Highfield Drive, Falmouth.

Phyllis Downey

From: Morgan Cardoso
Sent: Tuesday, August 6, 2024 1:03 PM
To: Phyllis Downey
Cc: Scott McGann
Subject: RE: Time Sensitive Special One Day Wine & Malt License -Joe Q Coffee Break

No issues with health.



Morgan Cardoso
Health Inspector
(508) 495-7486 | morgan.cardoso@falmouthma.gov
Town of Falmouth Health Department
59 Town Hall Square, Falmouth, MA 02540

Please Note:
The Town of Falmouth Health Department has rolled out PermitEyes (online permitting system). Please see the links below to register, apply or for Public View. .
Applicant Registration Page : <https://permiteyes.us/falmouth/userregistration.php>
Applicant Side Login Page : <https://permiteyes.us/falmouth/loginuser.php>
Public View Site (no login required): <https://permiteyes.us/falmouth/publicview.php>

From: Phyllis Downey <phyllis.downey@falmouthma.gov>
Sent: Tuesday, August 6, 2024 12:41 PM
To: Brian Reid <brian.reid@falmouthpolicema.gov>; Boyd Demello <boyd.demello@falmouthfirema.gov>; Scott McGann <scott.mcgann@falmouthma.gov>; Morgan Cardoso <morgan.cardoso@falmouthma.gov>
Cc: Diane Davidson <diane.davidson@falmouthma.gov>
Subject: Time Sensitive Special One Day Wine & Malt License -Joe Q Coffee Break

Good afternoon,

My apologies, this Special One Day Wine & malt Beverages License application which is scheduled for review on August 12th was missed.

This is the 16th Annual Bocce Tournament which is scheduled to take place at Falmouth Academy on September 21 from 10:00 am to 3:00 pm. May we please request your review of the application at soon as convenient. I regret the inconvenience at this busy time of year.

Thank you,
Phyllis

Phyllis Downey
Town Manager & Select Board Office
508-495-7325

Diane Davidson

From: Brian Reid <brian.reid@falmouthpolicema.gov>
Sent: Tuesday, August 6, 2024 3:10 PM
To: Phyllis Downey; Boyd Demello; Scott McGann; Morgan Cardoso
Cc: Diane Davidson
Subject: RE: Time Sensitive Special One Day Wine & Malt License -Joe Q Coffee Break

No objection from Police.

Respectfully,

Brian L. Reid
Captain of Specialized Services
Falmouth Police Department
774-255-4527, Ext. 4502



From: Phyllis Downey <phyllis.downey@falmouthma.gov>
Sent: Tuesday, August 6, 2024 12:41 PM
To: Brian Reid <brian.reid@falmouthpolicema.gov>; Boyd Demello <boyd.demello@falmouthfirema.gov>; Scott McGann <scott.mcgann@falmouthma.gov>; Morgan Cardoso <morgan.cardoso@falmouthma.gov>
Cc: Diane Davidson <diane.davidson@falmouthma.gov>
Subject: Time Sensitive Special One Day Wine & Malt License -Joe Q Coffee Break

Good afternoon,

My apologies, this Special One Day Wine& malt Beverages License application which is scheduled for review on August 12th was missed.

This is the 16th Annual Bocce Tournament which is scheduled to take place at Falmouth Academy on September 21 from 10:00 am to 3:00 pm. May we please request your review of the application at soon as convenient. I regret the inconvenience at this busy time of year.

Thank you,
Phyllis

Phyllis Downey
Town Manager & Select Board Office
508-495-7325

Phyllis Downey

From: Boyd Demello <boyd.demello@falmouthfirema.gov>
Sent: Tuesday, August 6, 2024 12:42 PM
To: Phyllis Downey; Brian Reid; Scott McGann; Morgan Cardoso
Cc: Diane Davidson
Subject: RE: Time Sensitive Special One Day Wine & Malt License -Joe Q Coffee Break

Fire Rescue has no objections, Well run event

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

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: Phyllis Downey <phyllis.downey@falmouthma.gov>
Sent: Tuesday, August 6, 2024 12:41
To: Brian Reid <brian.reid@falmouthpolicema.gov>; Boyd Demello <boyd.demello@falmouthfirema.gov>; Scott McGann <scott.mcgann@falmouthma.gov>; Morgan Cardoso <morgan.cardoso@falmouthma.gov>
Cc: Diane Davidson <diane.davidson@falmouthma.gov>
Subject: Time Sensitive Special One Day Wine & Malt License -Joe Q Coffee Break

Good afternoon,

My apologies, this Special One Day Wine& malt Beverages License application which is scheduled for review on August 12th was missed.

This is the 16th Annual Bocce Tournament which is scheduled to take place at Falmouth Academy on September 21 from 10:00 am to 3:00 pm. May we please request your review of the application at soon as convenient. I regret the inconvenience at this busy time of year.

Thank you,
Phyllis

Phyllis Downey
Town Manager & Select Board Office
508-495-7325



PAID \$10.00 CK# 239



APPLICATION

SPECIAL ONE-DAY LIQUOR LICENSE FOR THE SALE OF ALCOHOLIC BEVERAGES
M.G.L.A. CHAPTER 138, SECTION 14

Apply at least 30 days prior to Select Board hearing.

NAME OF APPLICANT:

Carole Kenney

ADDRESS OF APPLICANT:

84 Brigantine Dr

Hatchville MA 02536
TOWN STATE ZIP CODE

NAME OF ORGANIZATION:

Joe Q Veteran Coffee Break

MAILING ADDRESS:

P.O. Box 1423 North Falmouth, MA 02556

TELEPHONE #:

[Redacted]

EMAIL:

[Redacted]

LOCATION TO BE LICENSED-ADDRESS:

Falmouth Academy, 7 Highfield Dr

Falmouth MA 02540
TOWN STATE ZIP CODE

EVENT TITLE:

16th Annual Cape Cod Bocce Tour

APPROXIMATE # OF PEOPLE:

130

DATE(S) OF EVENT:

Sept 21, 2024

HOURS OF EVENT:

10am-3 pm

AUTHORIZED MANAGER OF ESTABLISHMENT EVENT:

Carole Kenney

TYPE OF LICENSE:

1. WINE & MALT

FOR PROFIT

2. ALL ALCOHOLIC NON-PROFIT ORGANIZATIONS ONLY

NON-PROFIT

REQUIREMENTS check list:

- ✓ 1. Submit in a separate note or letter a narrative overview of the event including a description of the premises, food service, and security
- ✓ 2. Certificate of non-profit status (if your organization is non-profit)
- ✓ 3. Certificate of liquor liability insurance; 1 MILLION PER OCCURANCE - \$2 MILLION AGGREGATE
- ✓ 4. Certificate of TIPS or other alcohol safety training for all persons handling alcohol
- ✓ 5. Floor plan of area where alcohol will be served, consumed, and securely stored and how this will be separated from public areas (roping, fences, etc.)
- na 6. Temporary Food Permit (Health Department) *na*

July 15, 2024
DATE

Carole A. Kenney
APPLICANT SIGNATURE

FEE: \$25.00 PER DAY
\$10.00 FILING FEE

16th Annual Cape Cod Bocce Tournament

Contact- Carole Kenney 508-274-4848

Saturday, September 21, 2024

Falmouth Academy Athletic Fields

7 Highfield Drive, Falmouth, MA 02540

10 am sign in 11 am lunch by LaCucina Sul Mare 12 pm Tournament begins

Fundraiser For Joe Q Veteran Coffee Break to benefit the Falmouth Community Veterans Center

The 16th Annual Cape Cod Bocce Tournament is a fundraising event started by the Ralph Vaccaro Family 16 years ago. The Vaccaro Family asked the Board of Joe Q Veteran Coffee Break to do the event as a fundraiser for the Falmouth Community Veterans Center in 2022. This will be our third year running the event.

The tournament will consist of 32 teams with 4 players on a team. A luncheon will be provided for all the players. Beer and wine will be available as well as a water filling station. No outside drinks or coolers will be allowed. There will be 2-3 TIP certified bartenders. 2-3 people will be on the fields for security. Beer and wine sales will be by ticket purchase. Beer and wine will stay in the athletic field area. Porta Pots will be available on the field.

15th Annual Cape Cod Bocce Tournament

Layout Plan
9/29/2025

Bramble Bush Dr

- Tents:
- 1 – Check-In/Scoring 2 x 10x10
 - 2 – Mess Tent 10x20
 - 3 – Raffle Tents 10x20
10x10
 - 4 – Beer/Wine Tent 10x20
 - 5 – Shade Tent 10x10
 - 6 – Ticket Sales 10x10
- ▲ - Trash Location
⏻ - Electricity



Certificate of Completion

This Certificate of Completion of
eTIPS On Premise 3.1
For coursework completed on September 27, 2022
provided by Health Communications, Inc.
is hereby granted to:

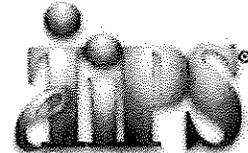
Nicole Perlot

Certification to be sent to:

Down the Road Beer Co
199 Ashland St
Everett MA, 02149-3301 USA



HEALTH COMMUNICATIONS INC.



This document is not proof of TIPS certification. It signifies only that you have completed the course. Valid certification documents will be forwarded to you.

CERTIFIED



eTIPS On Premise 3.1

Issued: 9/3/2021

Expires: 9/3/2022

ID#: [REDACTED]

Michael Searles

[REDACTED]

Falmouth, MA 02540-2656

For more information or service visit us online at www.gettips.com

OPEN SESSION

CONSENT AGENDA

1. Licenses

- c. Consider approval of an application for a Special One-Day Wine & Malt Beverages License – Highfield Hall & Gardens – Falmouth Chamber of Commerce Business After Hours event to be held at Highfield Hall located at 56 Highfield Drive, Falmouth – Thursday, 8/15/24 – 5:00 p.m. to 7:00 p.m.



AGENDA ITEM SUMMARY SHEET

ITEM NUMBER: Consent Agenda – Licenses 1.c.

ITEM TITLE: Consider approval of an application for a Special One-Day Wine and Malt Beverages License- Highfield Hall and Gardens- Falmouth Chamber of Commerce Business After Hours event to be held at Highfield Hall located at 56 Highfield Drive, Falmouth

MEETING DATE: 8/12/2024

WORK SESSION **REGULAR MEETING** **PUBLIC HEARING**

SUBMITTED BY: Mike Renshaw, Town Manager

ATTACHMENTS: License Application Review Form; Special One-Day Liquor License for the Sale of Alcoholic Beverages Form dated July 18, 2024; Event narrative; Emails from Reviewers; Site plan; Certificate of Liability Insurance

PURPOSE:

The Select Board will consider the approval of an application for a Special One-Day Wine and Malt Beverages License- Highfield Hall and Gardens- Falmouth Chamber of Commerce Business After Hours event to be held at Highfield Hall located at 56 Highfield Drive, Falmouth.

BACKGROUND/SUMMARY:

- Applicant Tara Burke, representing Highfield Hall and Gardens, submitted a Special One-Day Liquor License for the Sale of Alcoholic Beverages application on July 18, 2024.

- The event, titled Business After Hours- Falmouth Chamber of Commerce, is to be held on August 15, 2024 from 5:00 to 7:00 PM at the Highfield Hall and Gardens located at 56 Highfield Hall, and approximately 50 people are expected to attend.
- Beer and wine will be available, and the event is planned to provide businesses around Falmouth an opportunity to gather and share information.
- Both the Police and Fire Rescue Departments have reviewed the application and have no objections to its approval.

DEPARTMENT RECOMMENDATION:

The Town Manager recommends that the Select Board approve the application for a Special One-Day Wine and Malt Beverages License- Highfield Hall and Gardens- Falmouth Chamber of Commerce Business After Hours event to be held at Highfield Hall located at 56 Highfield Drive, Falmouth.

OPTIONS:

- Motion to approve the application for a Special One-Day Wine and Malt Beverages License- Highfield Hall and Gardens- Falmouth Chamber of Commerce Business After Hours event to be held at Highfield Hall located at 56 Highfield Drive, Falmouth as presented.
- Motion to deny approval of the application for a Special One-Day Wine and Malt Beverages License- Highfield Hall and Gardens- Falmouth Chamber of Commerce Business After Hours event to be held at Highfield Hall located at 56 Highfield Drive, Falmouth.
- Select Board defined alternative.

BUDGET INFORMATION: Applicable: Not Applicable: Budgeted: Yes No

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

FINANCE DIRECTOR COMMENTS (IF APPLICABLE):

N/A

TOWN MANAGER COMMENTS:

The Town Manager recommends that the Select Board approve the application for a Special One-Day Wine and Malt Beverages License- Highfield Hall and Gardens- Falmouth Chamber of Commerce Business After Hours event to be held at Highfield Hall located at 56 Highfield Drive, Falmouth.

Michael Renshaw

Town Manager

8/7/2024

Date

LICENSE APPLICATION REVIEW

Restaurant/Business: Highfield Hall & Gardens-Chamber of Commerce event

Address: 56 Highfield Drive

License Type: Special One-Day Wine & Malt Beverages License

New License NEW

Transfer of License _____

Change of License _____

Police No objection

Fire No objection

Building _____

Health _____

Zoning _____

Planning _____

DPW _____

NOTES:

This event is a Chamber of Commerce Business After Hours event scheduled for August 15th from 5:00 pm to 7:00 pm. The event will take place in the Foyer, Ball Room, and Dining Room as described in the narrative and on the floor plan.

Phyllis Downey

From: Brian Reid <brian.reid@falmouthpolicema.gov>
Sent: Tuesday, July 23, 2024 12:11 PM
To: Falmouth Licensing; Sean Doyle; Boyd Demello; Craig O'Malley; Ryan Hergt; Jeff Lourie
Cc: Falmouth Licensing
Subject: RE: Highfield Hall Special One-Day WM License - Chamber of Commerce Event 08.15.24

No objection from Police.

Respectfully,

Brian L. Reid
Captain of Specialized Services
Falmouth Police Department
774-255-4527, Ext. 4502



From: Falmouth Licensing <licensing@falmouthma.gov>
Sent: Tuesday, July 23, 2024 11:33 AM
To: Brian Reid <brian.reid@falmouthpolicema.gov>; Sean Doyle <sean.doyle@falmouthpolicema.gov>; Boyd Demello <boyd.demello@falmouthfirema.gov>; Craig O'Malley <craig.omalley@falmouthfirema.gov>; Ryan Hergt <ryan.hergt@falmouthpolicema.gov>; Jeff Lourie <Jeff.Lourie@falmouthpolicema.gov>
Cc: Falmouth Licensing <licensing@falmouthma.gov>
Subject: Highfield Hall Special One-Day WM License - Chamber of Commerce Event 08.15.24

Good morning,

May we please request your review of the attached Special One Day Wine & Malt Beverages License to be executed on August 15, 2024? The Select Board will review the application at their meeting on August 12th. May we please request your recommendation by Friday August 2nd?

Thank you,
Phyllis

Phyllis Downey
Town Manager & Select Board Office

Phyllis Downey

From: Boyd Demello <boyd.demello@falmouthfirema.gov>
Sent: Tuesday, July 23, 2024 11:40 AM
To: Falmouth Licensing; Brian Reid; Sean Doyle; Craig O'Malley; Ryan Hergt; Jeff Lourie
Cc: Falmouth Licensing
Subject: RE: Highfield Hall Special One-Day WM License - Chamber of Commerce Event 08.15.24

No objections from Fire Rescue

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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From: Falmouth Licensing <licensing@falmouthma.gov>
Sent: Tuesday, July 23, 2024 11:33
To: Brian Reid <brian.reid@falmouthpolicema.gov>; Sean Doyle <sean.doyle@falmouthpolicema.gov>; Boyd Demello <boyd.demello@falmouthfirema.gov>; Craig O'Malley <craig.omalley@falmouthfirema.gov>; Ryan Hergt <ryan.hergt@falmouthpolicema.gov>; Jeff Lourie <Jeff.Lourie@falmouthpolicema.gov>
Cc: Falmouth Licensing <licensing@falmouthma.gov>
Subject: Highfield Hall Special One-Day WM License - Chamber of Commerce Event 08.15.24

Good morning,

May we please request your review of the attached Special One Day Wine & Malt Beverages License to be executed on August 15, 2024? The Select Board will review the application at their meeting on August 12th. May we please request your recommendation by Friday August 2nd?

Thank you,
Phyllis

Phyllis Downey
Town Manager & Select Board Office

Diane Davidson

From: Falmouth Licensing
Sent: Tuesday, July 23, 2024 11:33 AM
To: Brian Reid; Sean Doyle; Boyd Demello; Craig O'Malley; Ryan Hergt; Jeff Lourie
Cc: Falmouth Licensing
Subject: Highfield Hall Special One-Day WM License - Chamber of Commerce Event 08.15.24
Attachments: Highfield Chamber Event-One-Day WM License.pdf

Good morning,

May we please request your review of the attached Special One Day Wine & Malt Beverages License to be executed on August 15, 2024? The Select Board will review the application at their meeting on August 12th. May we please request your recommendation by Friday August 2nd?

Thank you,
Phyllis

Phyllis Downey
Town Manager & Select Board Office



HIGHFIELD HALL

— & Gardens —

Honoring Our History and Embracing Our Future

To whom it may concern,

Highfield will be hosting the Falmouth Chamber of Commerce, *Business After Hours (BAH)* and will be serving beer and wine as it typical at these events.

This event is programmed at businesses around Falmouth as an opportunity for local business to gather and share information. It is essentially a networking event.

This event will take place on the 1st floor only in the *foyer, ballroom & dining room*.

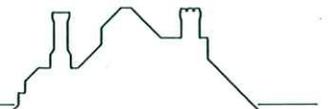
Please let me know if you have any questions.

Thank you,

Tara K. Burke
Co-Executive Director
tburke@highfieldhall.org
508.495.1878 x 306

Highfield Hall & Gardens

56 Highfield Drive, Falmouth, MA 02540
info@highfieldhall.org | 508-495-1878 | www.highfieldhall.org





APPLICATION

SPECIAL ONE-DAY LIQUOR LICENSE FOR THE SALE OF ALCOHOLIC BEVERAGES

M.G.L.A. CHAPTER 138, SECTION 14

Apply at least 30 days prior to Select Board hearing.

NAME OF APPLICANT: Tara Burke

ADDRESS OF APPLICANT: 56 Highfield Drive

Falmouth MA 02540
TOWN STATE ZIP CODE

NAME OF ORGANIZATION: Highfield Hall & Gardens

MAILING ADDRESS: PO Box 494, Falmouth, MA 02541

TELEPHONE #: [REDACTED] EMAIL: tburke@highfieldhall.org

LOCATION TO BE LICENSED-ADDRESS: 56 Highfield Drive

Falmouth MA 02540
TOWN STATE ZIP CODE

EVENT TITLE: Business After Hours, Fal. Chamber APPROXIMATE # OF PEOPLE: 50

DATE(S) OF EVENT: 8/15/24 HOURS OF EVENT: 5 - 7 pm

AUTHORIZED MANAGER OF ESTABLISHMENT EVENT: Tara Burke

TYPE OF LICENSE:
1. WINE & MALT [checked]
2. ALL ALCOHOLIC [] NON-PROFIT ORGANIZATIONS ONLY
FOR PROFIT []
NON-PROFIT [checked]

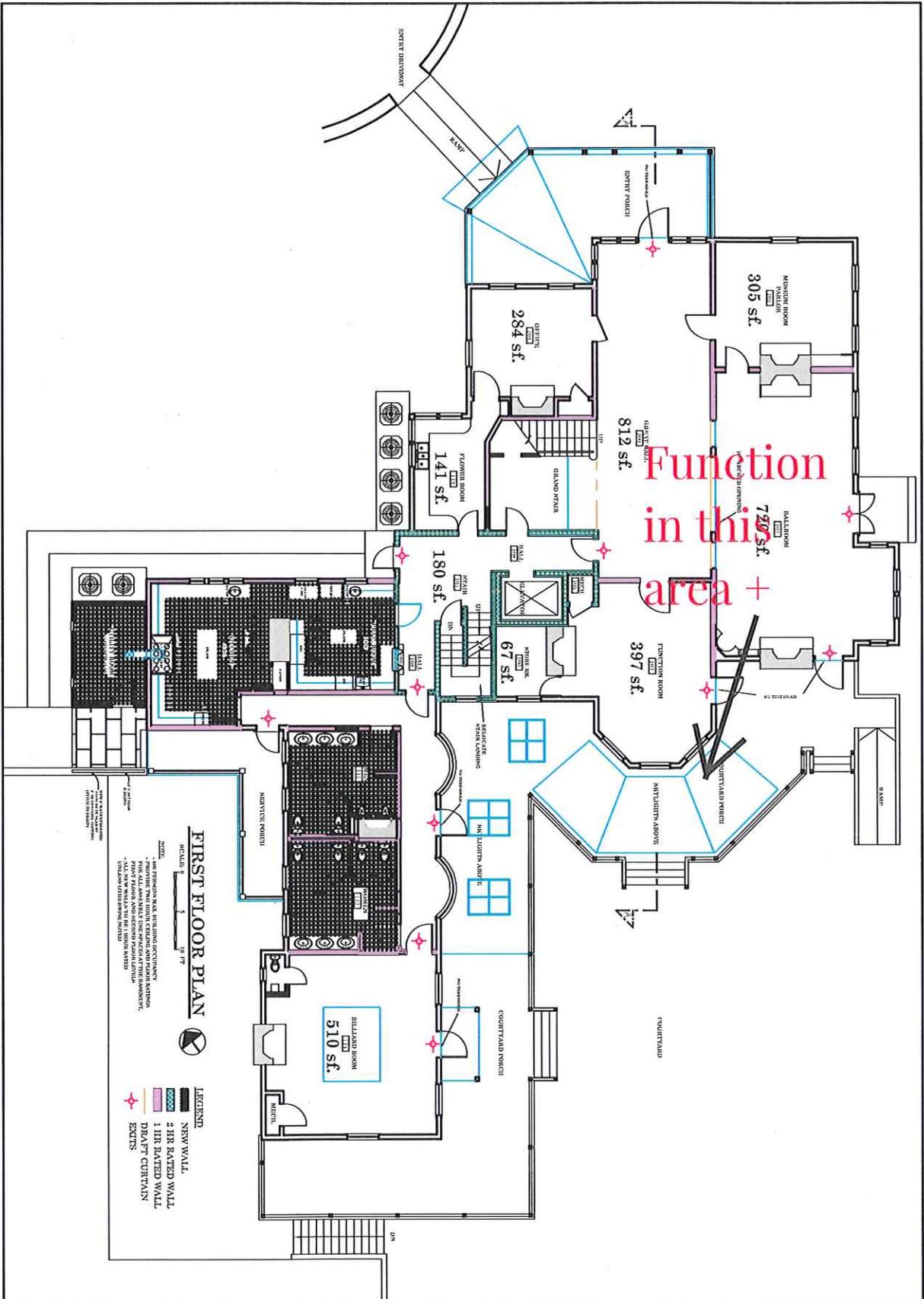
REQUIREMENTS check list:

- 1. Submit in a separate note or letter a narrative overview of the event including a description of the premises, food service, and security
2. Certificate of non-profit status (if your organization is non-profit)
3. Certificate of liquor liability insurance; 1 MILLION PER OCCURANCE - \$2 MILLION AGGREGATE
4. Certificate of TIPS or other alcohol safety training for all persons handling alcohol
5. Floor plan of area where alcohol will be served, consumed, and securely stored and how this will be separated from public areas (roping, fences, etc.)
6. Temporary Food Permit (Health Department)

7/18/24
DATE

[Signature]
APPLICANT SIGNATURE

FEE: \$25.00 PER DAY
\$10.00 FILING FEE



Function
in this
area +

FIRST FLOOR PLAN

SCALE: 1/8" = 1'-0"

NOTES:
 1. ALL ROOMS ARE TO BE FINISHED TO THE FINISH LINE.
 2. ALL ROOMS ARE TO BE FINISHED TO THE FINISH LINE.
 3. ALL ROOMS ARE TO BE FINISHED TO THE FINISH LINE.
 4. ALL ROOMS ARE TO BE FINISHED TO THE FINISH LINE.

- LEGEND**
- NEW WALL
 - 2 HR RATED WALL
 - 1 HR RATED WALL
 - DRAWN CURTAIN
 - EXITS

First Floor Plan

NGA NOAH GREENBERG ASSOCIATES ARCHITECTS
 22 Beebe Acres Road, Falmouth, Massachusetts (508) 457-0424

Highfield Hall Restoration
 Highfield Drive • Falmouth • Massachusetts 02540

COASTAL ENGINEERING
 PROFESSIONAL ENGINEERING
 25 Falmouth Street
 Falmouth, MA 02540
 (508) 457-1100

A.R.H. ENGINEERING, INC.
 FACILITY SYSTEMS ENGINEERING
 100 STATE STREET, SUITE 200
 FALMOUTH, MASSACHUSETTS 02540
 (508) 457-1100

A2

PROJECT: 0408
 DATE: 7-27-04
 DRAWN: MR

SEAL

DISPOSITIONS

OPEN SESSION

CONSENT AGENDA

1. Licenses

- d. Consider approval of an application for a Special One-Day Wine & Malt Beverages License – Woods Hole Historical Museum, Oyster Talk & Tasting – 579 Woods Hole Road – Thursday, 8/22/24, 5:00 p.m. – 7:00 p.m.



AGENDA ITEM SUMMARY SHEET

ITEM NUMBER: Consent Agenda – Licenses 1.d.

ITEM TITLE: Consider approval of an application for a Special One-Day Wine and Malt Beverages License- Woods Hole Historical Museum, Oyster Talk and Testing- 579 Woods Hole Road, Thursday, August 22, 2024, 5:00 PM to 7:00 PM

MEETING DATE: 8/12/2024

WORK SESSION **REGULAR MEETING** **PUBLIC HEARING**

SUBMITTED BY: Mike Renshaw, Town Manager

ATTACHMENTS: License Application Review Form; Emails from Reviewers; Special One-Day Liquor License for the Sale of Alcoholic Beverages Form dated July 24, 2024; Event narrative; Site plan; Certificate of Liability Insurance; TIPS Certification

PURPOSE:

The Select Board will consider the approval of an application for a Special One-Day Wine and Malt Beverages License- Woods Hole Historical Museum, Oyster Talk and Testing- 579 Woods Hole Road, Thursday, August 22, 2024, 5:00 PM to 7:00 PM.

BACKGROUND/SUMMARY:

- The applicant, Woods Hole Historical Museum, submitted a Special One-Day Liquor License for the Sale of Alcoholic Beverages application on July 25, 2024.

- The event, titled Oyster Talk and Testing, is to be held on August 22, 2024 from 5:00 PM to 7:00 PM at the Woods Hole Historical Museum located at 579 Woods Hole Road, and approximately 80 people are expected to attend.
- In addition to oyster tastings, beer and wine will be available, and the event will take place in the outside courtyard area behind the Museum.
- The Police Department, Fire Rescue Department, and Health Department have reviewed the application and have no objections to its approval.

DEPARTMENT RECOMMENDATION:

The Town Manager recommends that the Select Board approve the application for a Special One-Day Wine and Malt Beverages License- Woods Hole Historical Museum, Oyster Talk and Testing- 579 Woods Hole Road, Thursday, August 22, 2024, 5:00 PM to 7:00 PM as presented.

OPTIONS:

- Motion to approve the application for a Special One-Day Wine and Malt Beverages License- Woods Hole Historical Museum, Oyster Talk and Testing- 579 Woods Hole Road, Thursday, August 22, 2024, 5:00 PM to 7:00 PM as presented.
- Motion to deny approval of the application for a Special One-Day Wine and Malt Beverages License- Woods Hole Historical Museum, Oyster Talk and Testing- 579 Woods Hole Road, Thursday, August 22, 2024, 5:00 PM to 7:00 PM.
- Select Board defined alternative.

BUDGET INFORMATION: Applicable: Not Applicable: Budgeted: Yes No

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

FINANCE DIRECTOR COMMENTS (IF APPLICABLE):

N/A

TOWN MANAGER COMMENTS:

The Town Manager recommends that the Select Board approve the application for a Special One-Day Wine and Malt Beverages License- Woods Hole Historical Museum, Oyster Talk and Testing- 579 Woods Hole Road, Thursday, August 22, 2024, 5:00 PM to 7:00 PM.

Michael Renshaw

Town Manager

8/7/2024

Date

LICENSE APPLICATION REVIEW

Restaurant/Business: Woods Hole Historical Museum Oyster Tasting

Address: 579 Woods Hole Road, Woods Hole

License Type: Special One-Day Wine & Malt Beverages License

New License New

Transfer of License _____

Change of License _____

Police No objection

Fire No Objection

Building _____

Health No Issues

Zoning _____

Planning _____

DPW _____

NOTES:

This is an annual fundraising event which is held in the outside courtyard behind the museum. Admission is by ticket sales as described in the narrative.

Phyllis Downey

Subject: FW: Woods Hole Historical Museum-One-Day Wine & Malt Beverages License

From: Brian Reid <brian.reid@falmouthpolicema.gov>

Sent: Tuesday, July 30, 2024 2:42 PM

To: Boyd Demello <boyd.demello@falmouthfirema.gov>; Falmouth Licensing <licensing@falmouthma.gov>; Scott McGann <scott.mcgann@falmouthma.gov>; Jeff Lourie <Jeff.Lourie@falmouthpolicema.gov>; Ryan Hergt <ryan.hergt@falmouthpolicema.gov>; Craig O'Malley <craig.omalley@falmouthfirema.gov>; Morgan Cardoso <morgan.cardoso@falmouthma.gov>

Cc: Falmouth Licensing <licensing@falmouthma.gov>

Subject: RE: Woods Hole Historical Museum-One-Day Wine & Malt Beverages License

No objection from Police.

Respectfully,

Brian L. Reid
Captain of Specialized Services
Falmouth Police Department
774-255-4527, Ext. 4502



From: Boyd Demello <boyd.demello@falmouthfirema.gov>

Sent: Tuesday, July 30, 2024 1:58 PM

To: Falmouth Licensing <licensing@falmouthma.gov>; Brian Reid <brian.reid@falmouthpolicema.gov>; Scott McGann <scott.mcgann@falmouthma.gov>; Jeff Lourie <Jeff.Lourie@falmouthpolicema.gov>; Ryan Hergt <ryan.hergt@falmouthpolicema.gov>; Craig O'Malley <craig.omalley@falmouthfirema.gov>; Morgan Cardoso <morgan.cardoso@falmouthma.gov>

Cc: Falmouth Licensing <licensing@falmouthma.gov>

Subject: RE: Woods Hole Historical Museum-One-Day Wine & Malt Beverages License

Fire Rescue has no objections

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

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From: Falmouth Licensing <licensing@falmouthma.gov>

Sent: Monday, July 29, 2024 13:54

To: Brian Reid <brian.reid@falmouthpolicema.gov>; Boyd Demello <boyd.demello@falmouthfirema.gov>; Scott McGann <scott.mcgann@falmouthma.gov>; Jeff Lourie <Jeff.Lourie@falmouthpolicema.gov>; Ryan Hergt <ryan.hergt@falmouthpolicema.gov>; Craig O'Malley <craig.omalley@falmouthfirema.gov>; Morgan Cardoso <morgan.cardoso@falmouthma.gov>

Cc: Falmouth Licensing <licensing@falmouthma.gov>

Subject: Woods Hole Historical Museum-One-Day Wine & Malt Beverages License

Good morning,

Attached please request your recommendations regarding the attached Special One-Day Wine & Malt Beverages License by August 5th?

This is a recurring event scheduled for Thursday August 22nd. The Select Board will review the application at their next meeting on August 12, 2024.

Thank you for your assistance in this matter.

Phyllis Downey

Town Manager & Select Board Office.

Phyllis Downey

From: Boyd Demello <boyd.demello@falmouthfirema.gov>
Sent: Tuesday, July 30, 2024 1:58 PM
To: Falmouth Licensing; Brian Reid; Scott McGann; Jeff Lourie; Ryan Hergt; Craig O'Malley; Morgan Cardoso
Cc: Falmouth Licensing
Subject: RE: Woods Hole Historical Museum-One-Day Wine & Malt Beverages License

Fire Rescue has no objections

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

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From: Falmouth Licensing <licensing@falmouthma.gov>
Sent: Monday, July 29, 2024 13:54
To: Brian Reid <brian.reid@falmouthpolicema.gov>; Boyd Demello <boyd.demello@falmouthfirema.gov>; Scott McGann <scott.mcgann@falmouthma.gov>; Jeff Lourie <Jeff.Lourie@falmouthpolicema.gov>; Ryan Hergt <ryan.hergt@falmouthpolicema.gov>; Craig O'Malley <craig.omalley@falmouthfirema.gov>; Morgan Cardoso <morgan.cardoso@falmouthma.gov>
Cc: Falmouth Licensing <licensing@falmouthma.gov>
Subject: Woods Hole Historical Museum-One-Day Wine & Malt Beverages License

Good morning,

Attached please request your recommendations regarding the attached Special One-Day Wine & Malt Beverages License by August 5th?

This is a recurring event scheduled for Thursday August 22nd. The Select Board will review the application at their next meeting on August 12, 2024.

Thank you for your assistance in this matter.

Phyllis Downey
Town Manager & Select Board Office.

Phyllis Downey

From: Morgan Cardoso
Sent: Wednesday, July 31, 2024 9:58 AM
To: Falmouth Licensing
Subject: RE: Woods Hole Historical Museum-One-Day Wine & Malt Beverages License

No issues from health.



Morgan Cardoso
Health Inspector
(508) 495-7486 | morgan.cardoso@falmouthma.gov

Town of Falmouth Health Department
59 Town Hall Square, Falmouth, MA 02540

Please Note:

The Town of Falmouth Health Department has rolled out PermitEyes (online permitting system). Please see the links below to register, apply or for Public View.

Applicant Registration Page : <https://permiteyes.us/falmouth/userregistration.php>

Applicant Side Login Page : <https://permiteyes.us/falmouth/loginuser.php>

Public View Site (no login required): <https://permiteyes.us/falmouth/publicview.php>

From: Falmouth Licensing <licensing@falmouthma.gov>
Sent: Monday, July 29, 2024 1:54 PM
To: Brian Reid <brian.reid@falmouthpolicema.gov>; Boyd Demello <boyd.demello@falmouthfirema.gov>; Scott McGann <scott.mcgann@falmouthma.gov>; Jeff Lourie <Jeff.Lourie@falmouthpolicema.gov>; Ryan Hergt <ryan.hergt@falmouthpolicema.gov>; Craig O'Malley <craig.omalley@falmouthfirema.gov>; Morgan Cardoso <morgan.cardoso@falmouthma.gov>
Cc: Falmouth Licensing <licensing@falmouthma.gov>
Subject: Woods Hole Historical Museum-One-Day Wine & Malt Beverages License

Good morning,

Attached please request your recommendations regarding the attached Special One-Day Wine & Malt Beverages License by August 5th?

This is a recurring event scheduled for Thursday August 22nd. The Select Board will review the application at their next meeting on August 12, 2024.

Thank you for your assistance in this matter.

Phyllis Downey
Town Manager & Select Board Office.



PAID
\$35.00
CK# 4326



APPLICATION

SPECIAL ONE-DAY LIQUOR LICENSE FOR THE SALE OF ALCOHOLIC BEVERAGES
M.G.L.A. CHAPTER 138, SECTION 14

Apply at least 30 days prior to Select Board hearing.

NAME OF APPLICANT: Woods Hole Historical Museum

ADDRESS OF APPLICANT: 579 Woods Hole Road

Falmouth MA 02543
TOWN STATE ZIP CODE

NAME OF ORGANIZATION: Woods Hole Historical Museum

MAILING ADDRESS: PO Box 185, Woods Hole MA 02543

TELEPHONE #: [REDACTED] **EMAIL:** [REDACTED]

LOCATION TO BE LICENSED-ADDRESS: 579 Woods Hole Road

Woods Hole MA 02543
TOWN STATE ZIP CODE

EVENT TITLE: Oyster Talk & Tasting **APPROXIMATE # OF PEOPLE:** 80

DATE(S) OF EVENT: Aug. 22, 2024 **HOURS OF EVENT:** 5-7 pm

AUTHORIZED MANAGER OF ESTABLISHMENT EVENT: Sara F. Piccini

TYPE OF LICENSE:

- 1. WINE & MALT FOR PROFIT
- 2. ALL ALCOHOLIC *NON-PROFIT ORGANIZATIONS ONLY* NON-PROFIT

REQUIREMENTS check list:

1. Submit in a separate note or letter a narrative overview of the event including a description of the premises, food service, and security
2. Certificate of non-profit status (if your organization is non-profit)
3. Certificate of liquor liability insurance; 1 MILLION PER OCCURANCE - \$2 MILLION AGGREGATE
4. Certificate of TIPS or other alcohol safety training for all persons handling alcohol
5. Floor plan of area where alcohol will be served, consumed, and securely stored and how this will be separated from public areas (roping, fences, etc.)
6. Temporary Food Permit (Health Department)

July 24, 2024
DATE

Sara F. Piccini
APPLICANT SIGNATURE

FEE: \$25.00 PER DAY
\$10.00 FILING FEE



Woods Hole Historical Collection & Museum

P. O. Box 185
Woods Hole, MA 02543
Telephone (508) 548-7270

Annual Oyster Talk and Tasting Summer Fundraiser

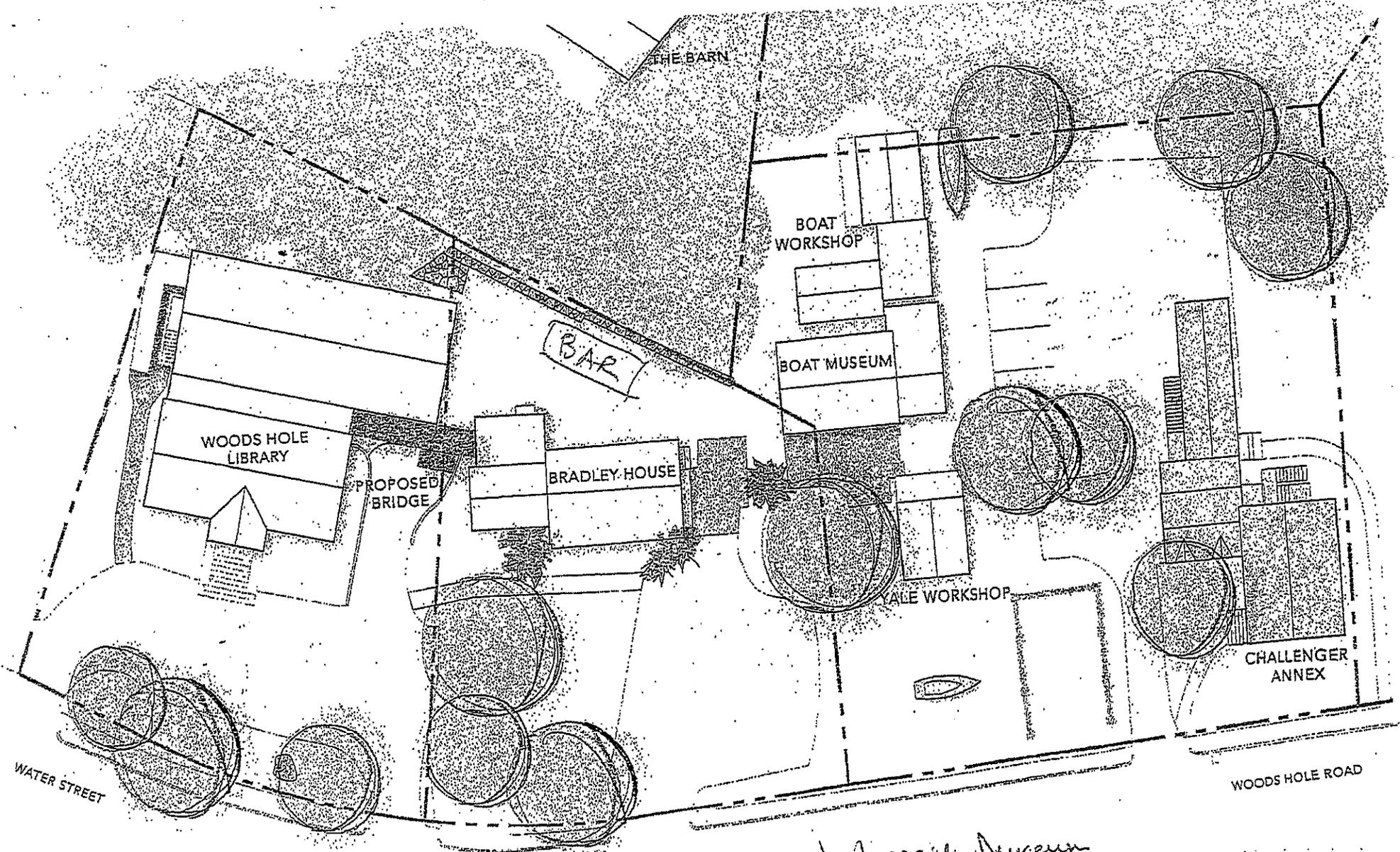
The Woods Hole Historical Museum will hold its annual Oyster Talk and Tasting on Thursday, August 22, 2024, from 5-7 PM on the museum grounds at 579 Woods Hole Road.

The first part of the evening will be a talk by local oyster growers Pete Chase, Eric Matzen and Mary Murphy of Falmouth Shellfish Cooperative, who will tell about their experience raising oysters in this area. The cooperative sells its oysters through the Coonamessett Farm.

After the talk, which will include a demonstration of shucking oysters, the audience will proceed to the tasting tables where the bivalves will be opened for them. Wines and beer will be available, as well as light snacks.

The event is a fundraiser for the museum. Tickets are \$45 for members; \$55 for non-members.

Because Falmouth Shellfish Cooperative has a catering permit, the Falmouth Health Department informed the museum that we do not need permits from the health department. The catering permit is attached.



Woods Hole Historical Museum



CERTIFICATE OF COMPLETION

This certifies that

Sara Frances Piccini

is awarded this certificate for

TIPS Concessions Alcohol Training

 Hours
3.00

 Completion Date
07/27/2023

 Expiration Date
07/26/2026

 Certificate #
000029353494

Official Signature

THIS CERTIFICATE IS NON-TRANSFERABLE

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

 (CUT HERE)



Town Of Falmouth
59 Town Hall Square
Health Department
Falmouth, MA 02540
508-495-7485

**COMMONWEALTH OF
MASSACHUSETTS
TOWN OF FALMOUTH
HEALTH DEPARTMENT**

Number	FE-24-0094
Fee \$	\$100.00
DATE ISSUED	12/21/23

Falmouth Shellfish Cooperative

Sippewissett Oysters

IS HEREBY GRANTED A FOOD ESTABLISHMENT PERMIT

For 35 WESTMORELAND DR

Establishment Type:- Catering

This permit is granted in conformity with the Statutes and ordinances relating thereto, and expires
12/15/24 unless sooner suspended or revoked.

Comment:

Scott McGann
For the Health
Department

OPEN SESSION

CONSENT AGENDA

1. Licenses

- e. Consider approval of an application for a Special One-Day All-Alcohol Liquor License – Bands for Badges, Inc. – Cape Cod Fairgrounds – Saturday, 8/31/24, 12:00 p.m. – 10:00 p.m.



AGENDA ITEM SUMMARY SHEET

ITEM NUMBER: Consent Agenda – Licenses 1.e.

ITEM TITLE: Consider approval of an application for a Special One-Day All-Alcohol Liquor License- Bands for Badges, Inc.- Cape Cod Fairgrounds- Saturday, August 31, 2024, 12:00 PM – 10:00 PM.

MEETING DATE: 8/12/2024

WORK SESSION **REGULAR MEETING** **PUBLIC HEARING**

SUBMITTED BY: Mike Renshaw, Town Manager

ATTACHMENTS: One Day Liquor License Application Review Form; Special One-Day Liquor License for the Sale of Alcoholic Beverages Form dated August 1, 2024; Event narrative; Special Event Permit; Site plan

PURPOSE:

The Select Board will consider the approval of an application for a Special One-Day All-Alcohol Liquor License- Bands for Badges, Inc.- Cape Cod Fairgrounds- Saturday, August 31, 2024, 12:00 PM – 10:00 PM.

BACKGROUND/SUMMARY:

- The applicant, Boyd DeMello on behalf of Bands for Bands, Inc., submitted a Special One-Day Liquor License for the Sale of Alcoholic Beverages application on August 1, 2024.

- The event, titled Bands for Badges Music Festival, is to be held on August 31, 2024 from 12:00 PM to 10:00 PM at the Cape Cod Fairgrounds located at 1220 Nathan Ellis Highway, and approximately 1,200 people are expected to attend.
- This is a recurring event each year, and this year's event features a stage setup that was reconfigured to one stage and one sound and lighting that was implemented last year and will be the configuration this year as well.
- As in past years, all amplified music will be directed away from the residential areas adjacent to the Fairgrounds; importantly, there were no negative comments received following last year's event.
- Bands for Badges, Inc. has secured the services of a private security company which will supplement the required Falmouth Police detail.
- The event was reviewed by the Internal Working Group for Special Events at its meeting on March 19, 2024 and the working group recommended approval.
- The Police Department, Fire Rescue Department, and Health Department have reviewed the application and have no objections to its approval.

DEPARTMENT RECOMMENDATION:

The Town Manager recommends that the Select Board approve the application for a Special One-Day All-Alcohol Liquor License- Bands for Badges, Inc.- Cape Cod Fairgrounds- Saturday, August 31, 2024, 12:00 PM – 10:00 PM as presented.

OPTIONS:

- Motion to approve the application for a Special One-Day All-Alcohol Liquor License- Bands for Badges, Inc.- Cape Cod Fairgrounds- Saturday, August 31, 2024, 12:00 PM – 10:00 PM as presented.
- Motion to deny approval of the application for a Special One-Day All-Alcohol Liquor License- Bands for Badges, Inc.- Cape Cod Fairgrounds- Saturday, August 31, 2024, 12:00 PM – 10:00 PM.
- Select Board defined alternative.

BUDGET INFORMATION: Applicable: Not Applicable: Budgeted: Yes No

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

FINANCE DIRECTOR COMMENTS (IF APPLICABLE):

N/A

TOWN MANAGER COMMENTS:

The Town Manager recommends that the Select Board approve the application for a Special One-Day All-Alcohol Liquor License- Bands for Badges, Inc.- Cape Cod Fairgrounds- Saturday, August 31, 2024, 12:00 PM – 10:00 PM as presented.

Michael Renshaw

Town Manager

8/8/2024

Date

Date: 8/12/24

ONE-DAY LIQUOR LICENSE APPLICATION REVIEW FORM

Applicant: Bands for Badges, Inc.

Event: Bands for Badges

Location: Cape Cod Fairgrounds, 1220 Nathan Ellis Hwy.

Date: Saturday, 8/31/24 **Time:** 12:00 noon - 10:00 p.m.

License Type: Wine & Malt Beverages or All Alcoholic Beverages

Application sent to the departments, indicated below, for comment:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Police | <u>Coordinate with Police Dept. for public safety and detail.</u> |
| <input checked="" type="checkbox"/> Fire | <u>Coordinate with Fire Dept. for inspections and detail.</u> |
| <input checked="" type="checkbox"/> Health | <u>Contact Health Dept. 30 days in advance for food permits/inspections.</u> |
| <input checked="" type="checkbox"/> Building | <u>Contact Bldg. Dept. 30 days in advance for tent permit/inspection.</u> |
| <input type="checkbox"/> Communications | <u>_____</u> |
| <input type="checkbox"/> M.E.S. | <u>_____</u> |
| <input checked="" type="checkbox"/> DPW | <u>_____</u> |
| <input checked="" type="checkbox"/> Recreation | <u>_____</u> |
| <input checked="" type="checkbox"/> Beach | <u>_____</u> |
| <input type="checkbox"/> _____ | <u>_____</u> |

NOTES: This event was discussed by the Internal Working Group
for Special Events at its meeting on Tuesday, March 19, 2024.
The Working Group recommends approval.



APPLICATION

SPECIAL ONE-DAY LIQUOR LICENSE FOR THE SALE OF ALCOHOLIC BEVERAGES

M.G.L.A. CHAPTER 138, SECTION 14

Apply at least 30 days prior to Select Board hearing.

NAME OF APPLICANT: Boyd W. DeMello

ADDRESS OF APPLICANT: P O Box 3102

Waquoit MA 02536
TOWN STATE ZIP CODE

NAME OF ORGANIZATION: Bands for Badges, Inc

MAILING ADDRESS: P O Box 3102 Waquoit, MA 02536

TELEPHONE #: [REDACTED] EMAIL: mgmt@bandsforbadges.com

LOCATION TO BE LICENSED-ADDRESS: 1220 Nathan S. Ellis Hwy.

East Falmouth MA 02536
TOWN STATE ZIP CODE

EVENT TITLE: Bands for Badges Music Festival APPROXIMATE # OF PEOPLE: 1200

DATE(S) OF EVENT: 08/31/2024 HOURS OF EVENT: 12pm-10pm

AUTHORIZED MANAGER OF ESTABLISHMENT EVENT: Timothy G. Smith

TYPE OF LICENSE:

- 1. WINE & MALT [] FOR PROFIT []
2. ALL ALCOHOLIC [x] NON-PROFIT ORGANIZATIONS ONLY NON-PROFIT [x]

REQUIREMENTS check list:

- 1. Submit in a separate note or letter a narrative overview of the event including a description of the premises, food service, and security
2. Certificate of non-profit status (if your organization is non-profit)
3. Certificate of liquor liability insurance; 1 MILLION PER OCCURANCE - \$2 MILLION AGGREGATE
4. Certificate of TIPS or other alcohol safety training for all persons handling alcohol
5. Floor plan of area where alcohol will be served, consumed, and securely stored and how this will be separated from public areas (roping, fences, etc.)
6. Temporary Food Permit (Health Department)

August 1, 2024
DATE

Boyd W. DeMello
APPLICANT SIGNATURE

FEE: \$25.00 PER DAY
\$10.00 FILING FEE



August 1, 2024

Bands for Badges is currently planning on holding our fifth Bands for Badges Music Festival at the Cape Cod Fairgrounds on August 31, 2024. The Music Festival has received approval from the Town of Falmouth, Special Events Working Group.

This year's plan for the event is as follows: Our stage setup was reconfigured to one stage and one sound and lighting system last year and we will continue with this setup again. It will be in the same fairground location as in years past. Bands for Badges Inc. has once again hired a private security company to supplement a required Falmouth Police Detail. As in years past, all amplified music will be directed away from the residential areas adjacent to the fairgrounds. Otherwise, everything remains the same, we anticipate all parking to be on the fairgrounds side of Nathan S. Ellis Highway. Primary parking will be in lot #4, with overflow parking in what is the midway area of the fairgrounds. We continue to make upgrades to this event to support our mission statement. Once again, we received no negative comments on last year's event.

We are requesting a one-day event rain or shine. We plan on having a safe, positive environment for our patrons to experience some live music.

Respectfully,

Boyd W. DeMello

Boyd W. DeMello
Vice President
Bands for Badges, Inc



Town of Falmouth

Office of the Town Manager and Select Board
59 Town Hall Square · Falmouth, MA 02540
(508) 495-7320 · townmanager@falmouthma.gov

SPECIAL EVENT PERMIT

Event Name	Bands for Badges
Type of Event	Fundraiser Concert
Applicant Name	Bands for Badges, Inc.
Mailing Address	P.O. Box 3102, Waquoit, MA 02536
Event Day & Date	Saturday, August 31, 2024
Rain Date	None
Event Location	Cape Cod Fairgrounds, 1220 Nathan S. Ellis Hwy., East Falmouth, MA 02536
Event Hours	12:00 p.m. to 10:00 p.m.
Set-Up	Week of August 25
Break Down	Week of September 1
Number of Attendees	2,500 over the event times
Number of Vehicles	On-site parking.
Parking Plan	Cape Cod Fairgrounds parking plan
Signs	Yes. Traffic signs along Nathan Ellis Highway for parking
Tents	Yes. See attached plan
Food / Beverages	Yes. Food vendors on site.
Alcohol	Yes. Special one-day all alcohol liquor license.
Entertainment	Yes. Live bands.
Additional Details	Chairs located in VIP section. Lawn seating. Patrons may bring their own appropriate chairs.
Standard Conditions	<ol style="list-style-type: none"> Contact the following (checked) Town Departments 30 days prior to event: <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Police Detail Sergeant for public safety requirements. <input checked="" type="checkbox"/> Fire Department for EMS or fire detail coordination. <input checked="" type="checkbox"/> Fire Department for inspection of food trucks. <input checked="" type="checkbox"/> Inspectional Services for tent permit and inspection for tents greater than 400 sq. ft. with sides, or 700 sq. ft. without sides. Contact Dig Safe prior to installation. <input checked="" type="checkbox"/> Inspectional Services for sign permit. <input checked="" type="checkbox"/> Health Department for temporary/mobile food permit and to schedule inspection. <input type="checkbox"/> Recreation Department to reserve field/ball field. <input type="checkbox"/> Recreation Department to pick up key to access electricity at band shell. No permanent markings on pavement. Follow the "Recycling Instructions for Special Events", attached. Check the location following the event to clean up any litter or debris.
Special Conditions	1. None.
Insurance Certificate	Naming the Town of Falmouth as additional insured.
Fees	Filing: \$10.00 · Permit: Waived · Deposit: \$300.00 (separate check)

APPROVED:

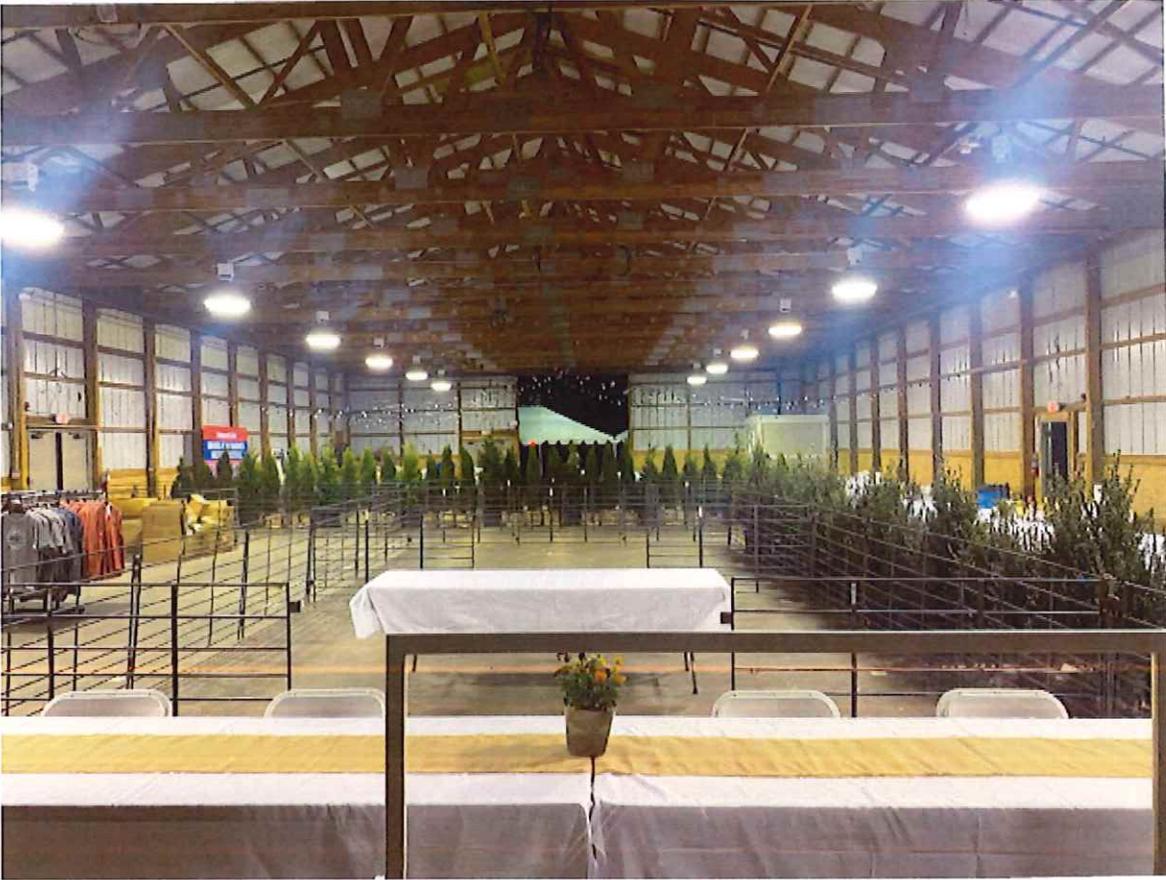

Town Manager

Date

8/2/2024









OPEN SESSION

CONSENT AGENDA

2. Administrative Orders

- a. Consider the acceptance of a donation from the Falmouth Road Race, Inc. Philanthropy Program in the amount of \$52,385 to the Falmouth Police Department to acquire a 2025 Polaris Ranger side by side and 2024 Durapull 14' trailer



ITEM NUMBER: Consent Agenda – Administrative Orders 2.a.

ITEM TITLE: Consider the acceptance of a donation from the Falmouth Road Race, Inc. Philanthropy Program in the amount of \$52,385 to the Falmouth Police Department to acquire a 2025 Polaris Ranger side-by-side and 2024 Durapull 14' trailer

MEETING DATE: 8/12/2024

WORK SESSION **REGULAR MEETING** **PUBLIC HEARING**

SUBMITTED BY: Chief Lourie

ATTACHMENTS: Grant Award Letter

PURPOSE:

This is a written request to the Select Board to vote to approve a donation for a 2025 Polaris Ranger side by side as well as a 2024 Durapull 14' trailer (value of \$52,385) from the Falmouth Road Race.

BACKGROUND/SUMMARY:

- The Falmouth Road Race through their philanthropy program awarded the Falmouth Police Department a donation of a 2025 Polaris Ranger side by side as well as a 2024 Durapull 14' trailer valuing \$52,385.

DEPARTMENT RECOMMENDATION:

The Falmouth Police Department would recommend acceptance of this donation.

OPTIONS:

- Motion to accept the donation from the Falmouth Road Race, Inc. Philanthropy Program in the amount of \$52,385 to the Falmouth Police Department to acquire a 2025 Polaris Ranger side-by-side and 2024 Durapull 14' trailer.

- Motion to deny acceptance of a donation from the Falmouth Road Race, Inc. Philanthropy Program in the amount of \$52,385 to the Falmouth Police Department to acquire a 2025 Polaris Ranger side-by-side and 2024 Durapull 14' trailer.

- Some other Board defined alternative.

BUDGET INFORMATION: Applicable: Not Applicable: Budgeted: Yes No

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

FINANCE DIRECTOR COMMENTS (IF APPLICABLE):

N/A

TOWN MANAGER COMMENTS:

The Town Manager recommends that the Select Board vote to accept the donation from the Falmouth Road Race, Inc. Philanthropy Program in the amount of \$52,385 to the Falmouth Police Department to acquire a 2025 Polaris Ranger side-by-side and 2024 Durapull 14' trailer.

Michael Renshaw

Town Manager

8/8/2024

Date



Board of Directors:

Scott Ghelfi
President

Dr. Robert Antonucci
Vice President

Donna Tocci
Clerk

Julene Augusta
Treasurer

Carl F. Cavossa, Jr.

Jason Cullinane

Travis Watson

Falmouth Police Department
Attn: Chief Lourie
750 Main Street
Falmouth, MA 02540

July 25, 2024

Dear Chief Lourie,

The Board of Directors of Falmouth Road Race, Inc. is happy to award the Falmouth Police Department with a grant for \$52,385 from our Philanthropy Program to acquire a 2024 Durapull 14' trailer, a 2025 Polaris Ranger side-by-side with outfitting. We hope this will not only support your efforts on race day, but also supplement your security team for all large-scale events in Falmouth.

Falmouth Road Race, Inc. proudly supports programs that promote health and wellness with specific emphasis on youth and community programs. The Board hopes that through these partnerships our community will remain a vibrant and an extraordinary one.

We ask that you plan to attend the grant awards presentation for acknowledgement at the Falmouth High School (874 Gifford Street) fieldhouse, during the Health & Fitness Expo, on Friday, August 16 at 4 PM. Feel free to bring a guest or two, light refreshments will be served. Thank you for everything you do to keep Falmouth a great place to raise a family, to work, and to vacation.

Wishing you and your department continued growth!

Sincerely,

Scott Ghelfi, President
Falmouth Road Race, Inc.