

**TOWN OF FALMOUTH**  
**SELECT BOARD**  
**AGENDA**  
**MONDAY, AUGUST 26, 2024 – 6:30 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 (if needed)**

1. *M.G.L. c.30A s.21(a)(3) –*

**6:30 p.m. OPEN SESSION**

1. Call to Order
2. Pledge of Allegiance
3. Proclamations – Eagle Scout Tucker Morton, Troop 42
4. Recognition
5. Announcements
6. Public Comment

**6:35 p.m. COMMITTEE INTERVIEWS**

1. Interview, vote and appoint committee members
  - a. Affordable Housing Committee – Elizabeth Klein
  - b. Zoning Board of Appeals – Nick Hanney

**6:45 p.m. PUBLIC HEARINGS**

1. Shade Tree Hearing – on application of Doug Gage for the removal of 1 Acer Platanoides (Norway maple) and removal of 1 Tilia Cordata (Littleleaf Linden) at 216 King Street, Falmouth
2. Shade Tree Hearing – on application of The Village at Brick Kiln for the removal of an inventory of trees located between 485 Brick Kiln Road and Josiah Path, Falmouth

**7:15 p.m. BUSINESS**

1. Consider the acceptance of the SFY25 Law Enforcement Body-Worn Camera Grant from the Executive Office of Public Safety and Security's Office of Grants and Research (OGR) in the amount of \$250,000 to the Falmouth Police Department (10 minutes)
2. Report – Bicycle and Pedestrian Committee (15 minutes)
3. Report – Solid Waste Advisory Committee (15 minutes)
4. Capital Plan Presentation (15 minutes)
5. Consider request from the Affirmative Action Committee for a new mission statement and a change of committee name (10 minutes)
6. Consider request for waiver of the special event permit fee for the 25<sup>th</sup> Annual Chris Wetherbee Memorial Toy Run motorcycle fundraising ride – Sunday, 11/3/24 (5 minutes)
7. Consider request for a variance to Sign Code §184-30 Movable, portable or mobile signs: Sandwich board sign, Falmouth Elks Lodge #2380, 140 Palmer Avenue (5 minutes)

8. Consider approval of an application for a Grant of License for proposed landscape work in Town Hall Square adjacent to 159 Main Street - Blue Moon Sea Grille, Inc., 159 Main Street, Falmouth (10 minutes)
9. Consider approval of an Intergovernmental Agreement with the Barnstable District Department of Veterans' Services for temporary Veterans Services Officer Services (5 minutes)
10. Review of Town Manager's summative annual performance evaluation (10 minutes)

**8:55 p.m. CONSENT AGENDA**

1. Licenses

- a. Consider approval of an application from Scott Tynell for a Shellfish Aquaculture License for a land-based upweller site in Rands Canal, floating bags within Rands Canal, and a 5.9-acre site in Megansett Harbor
- b. Consider approval of an application for two Special One-Day Wine & Malt Liquor Licenses – WM Cycling Events, Inc. – Really RAD Festival of Cyclo Cross – Cape Cod Fairgrounds – Saturday, 10/26 and Sunday, 10/27/24

2. Administrative Orders

- a. Consider approval of the petition of NSTAR Electric Company d/b/a Eversource Energy for permission to install approximately 60' (feet) of 1-3" PVC conduit and one (1) new handhole southwesterly under town road Ravenswood Circle starting at new handhole at base of existing pole 908/1 to new customer installed handhole. This work is necessary to provide electric service to 9 Grasmere Drive.
- b. Consider approval of the petition of NSTAR Electric Company d/b/a Eversource Energy and Verizon New England, Inc. for permission to install 1 new JO pole to be labeled 69/67.5 approximately 50' (feet) west of existing pole 69/68 on Menauhant Road. This work is necessary for new Eversource equipment.
- c. Consider approval of the petition of NSTAR Electric Company d/b/a Eversource Energy for permission to install one (1) new handhole and approximately 40' (feet) of 1-3" PVC conduit southeasterly under town road – Gosnold Road starting at new handhole at base of existing pole 128/2 to new customer installed handhole. This work is necessary to provide underground electric service to 17 Gosnold Road.
- d. Consider request from the Falmouth Fire Rescue Department to accept a grant award in the amount of \$10,000 from the Falmouth Road Race Philanthropy Program for the purchase of 35 Knox boxes.
- e. Consider request from Freshwater Ponds Advisory Committee to change its membership to 7 full voting members.

**9:00 p.m. MINUTES**

1. Review and Vote to Approve Minutes of Meetings
  - a. Public Session – August 12, 2024

**9:05 p.m. TOWN MANAGER'S SUPPLEMENTAL REPORT**

**9:10 p.m. SELECT BOARD REPORTS**

**9:15 p.m. ADJOURN**

Nancy Robbins Taylor, Chair  
Select Board

## **OPEN SESSION**

3. Proclamation – Eagle Scout Tucker Morton, Troop 42



## PROCLAMATION

WHEREAS: Christian Tucker Morton of Boy Scout Troop 42 has successfully completed qualifications for the rank of Eagle Scout, a rigorous and demanding process that teaches patience, perseverance and teamwork, and requires strong goal setting; and

WHEREAS: Christian Tucker Morton met these challenges with aplomb and shall be recognized as an outstanding representative of his family, his troop and his community; and

WHEREAS: The Boy Scouts of America, long acknowledged for building fine citizens, calls for Special Court of Honor to award its highest symbol of achievement to those who complete this rank; and

WHEREAS: Christian Tucker Morton is now an Eagle Scout with all its rank and privilege;

NOW, THEREFORE, We, Nancy Robbins Taylor, Edwin P. Zylinski II, Douglas C. Brown, Robert P. Mascali and Heather M. H. Goldstone as Select Board of the Town of Falmouth, do hereby declare and PROCLAIM

### CHRISTIAN TUCKER MORTON AS EAGLE SCOUT

IN WITNESS WHEREOF, we have hereunto set our hand and caused the Great Seal of the Town of Falmouth to be affixed on this **26<sup>th</sup> day of August, 2024.**

\_\_\_\_\_  
Nancy Robbins Taylor, Chair

\_\_\_\_\_  
Robert P. Mascali

\_\_\_\_\_  
Edwin P. Zylinski, II

\_\_\_\_\_  
Heather M. H. Goldstone

SELECT BOARD

\_\_\_\_\_  
Douglas C. Brown

## **OPEN SESSION**

### **COMMITTEE INTERVIEWS**

1. Interview, vote and appoint committee members:
  - a. Affordable Housing Committee – Elizabeth Klein



## AGENDA ITEM SUMMARY SHEET

**ITEM NUMBER:** Committee Interviews 1.a.

**ITEM TITLE:** Interview, vote and appoint committee members: Affordable Housing Committee- Elizabeth Klein

**MEETING DATE:** 8/26/2024

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

**SUBMITTED BY:** Mike Renshaw, Town Manager

**ATTACHMENTS:** Application Form, Email thread

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### PURPOSE:

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

### BACKGROUND/SUMMARY:

- Applicant Elizabeth Klein submitted her application form to serve on the Affordable Housing Committee on June 26, 2024 (copy attached).
- There is currently one (1) vacancy on the Affordable Housing Committee, with a term expiration of June 30, 2027; the vacancy was properly advertised in accordance with Select Board policy; there is only one applicant.
- Elizabeth Klein is a West Falmouth resident and Town Meeting member (Precinct 6).

- Elizabeth also has experience as a volunteer addressing affordable housing options within the community and has been a part of a citizen group that has met with the Chairman of the Affordable Housing Committee to discuss the impact of short-term rental housing in Falmouth.

**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 Elizabeth Klein to serve on the Affordable Housing Committee for a term to expire on June 30, 2027.
- Motion to deny the appointment of Elizabeth Klein 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 Elizabeth Klein to serve on the Affordable Housing Committee with a term to expire on June 30, 2027.

*Michael Renshaw*

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**Town Manager**

8/19/2024

**Date**

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

One vacancy:

- With a term ending 6/30/27

One applicant:

- Elizabeth Klein



**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](http://www.falmouthma.gov).

Name: Elizabeth Klein

Address: 110 Ambleside Drive Village: W Falmouth ZIP: 02540

Mailing Address: 110 Ambleside Drive Village: Falmouth ZIP: 02540

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident 13 yrs (date: Feb 2011) / Taxpayer 10 yrs (date: Jan 2014)

Amount of time you are available to give: variable; 1-3 hrs per week

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: volunteer work with respect to housing in Falmouth; I am part of a citizen group that has met with Dave Garrison in the past to review how short term rentals impact housing in Falmouth; work through Planning Board working group on STRs

Town offices held in Falmouth or elsewhere and dates of years served: Town Meeting Member - Precinct 6 (appointed June 2024)

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

I am eager to continue working on the availability of housing to Falmouth residents.

I have strong organizational skills and I follow through on things that I have made

a commitment to. I am open to compromise and I aim to be an effective

teammate of any group that I am part of. My time as a middle school teacher

helps me to stay patient, and I think I would bring a valuable perspective.

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You may attach a resume to this application.

List three (3) references:

	<u>Name</u>	<u>Title</u>	<u>Phone</u>
1.	<u>Susie Hallstein</u>	<u>friend- 300 Committee</u>	<u>██████████</u>
2.	<u>Erika Fox</u>	<u>friend/housing advocate</u>	<u>██████████</u>
3.	<u>Elizabeth Saito</u>	<u>friend/housing advocate</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.

6/26/24

DATE

*Elizabeth Klem*

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**

1. Interview, vote and appoint committee members:
  - b. Zoning Board of Appeals – Nick Hanney



## AGENDA ITEM SUMMARY SHEET

**ITEM NUMBER:** Committee Interviews 1.b.

**ITEM TITLE:** Interview, vote and appoint committee members: Zoning Board of Appeals- Nick Hanney

**MEETING DATE:** 8/26/2024

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

**SUBMITTED BY:** Mike Renshaw, Town Manager

**ATTACHMENTS:** Application Form dated August 13, 2024; Email thread

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### PURPOSE:

The Select Board is requested to conduct an interview and vote on the appointment of applicant Nick Hanney to serve as an Associate Member on the Zoning Board of Appeals.

### BACKGROUND/SUMMARY:

- Applicant Nick Hanney submitted his application form to serve on the Zoning Board of Appeals as an Alternate Position/Associate Member on August 13, 2024 (copy attached).
- There is currently one (1) vacancy on the Zoning Board of Appeals for the position of Associate Member, with term expiration of June 30, 2029; the vacancy was properly advertised in accordance with Select Board policy; there is only one applicant at this time.
- Nick Hanney is a resident of North Falmouth.

- Nick, who is an engineer by trade, is now a full-time real estate professional who operates the company H2 Asset Solutions which focuses on identifying unique solutions to convey real estate whether it be probate, title curative tax title, or other challenges.

**DEPARTMENT RECOMMENDATION:**

The Town Manager recommends that the Select Board vote to appoint applicant Nick Hanney to serve as an Associate Member on the Zoning Board of Appeals with a term to expire on June 30, 2029.

**OPTIONS:**

- Motion to appoint applicant Nick Hanney to serve as an Associate Member on the Zoning Board of Appeals with a term to expire on June 30, 2029.
- Motion to deny the appointment of applicant Nick Hanney to serve as an Associate Member on the Zoning Board of Appeals with a term to expire on June 30, 2029.

**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 Nick Hanney to serve as an Associate Member on the Zoning Board of Appeals with a term to expire on June 30, 2029.

*Michael Renshaw*

\_\_\_\_\_

Town Manager

8/19/2024

Date

Zoning Board of Appeals (5 full members and 2 associate members) (5-year terms)

One vacancy:

- Associate Member position with a term ending 6/30/29

One applicant:

- Nick Hanney



**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, or email it to [townmanager@falmouthma.gov](mailto:townmanager@falmouthma.gov). 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](http://www.falmouthma.gov).

Name: Nick Hanney

Address: 43 Arthur B Hennessey RD Village: N. Falmouth ZIP: 02556

Mailing Address: 43 Arthur B Hennessey Rd Village: N. Falmouth ZIP: 02556

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident 30 yrs (date: ) / Taxpayer (date: )

Amount of time you are available to give: 6-8 hours / week + meetings

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

1. Zoning Board of Appeals
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: Engineer by trade but have now moved on to be a full-time real estate professional. I have a company, H2 Asset Solutions. H2 focus on finding unique solutions to convey real estate that otherwise could not whether it be probate, title curative tax title or any other issue. needing a unique solution.

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

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

I have worked in highly regulated industries such as oil & gas, pharmaceuticals, and power generation.

I have technical and regulatory experience that would transition well into a roll of ZBA associate. This previous

experience coupled with my current job as a full time real estate professional will allow me to successfully

take on the of a ZBA member. I grew up in Falmouth and now raising my family here and this is an

opportunity to have a larger roll in my community. I now have the time to pursue this position and give it the

attention.

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You may attach a resume to this application.

List three (3) references:

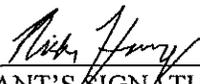
	<u>Name</u>	<u>Title</u>	<u>Phone</u>
1.	<u>Kevin Murphy</u>	<u>Falmouth Resident</u>	<u>[REDACTED]</u>
2.	<u>Jessica Clarke Esq.</u>	<u>Attorney</u>	<u>[REDACTED]</u>
3.	<u>Mason Hickman</u>	<u>Bussiness Owner</u>	<u>[REDACTED]</u>

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.

8/13/2024

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.

## **PUBLIC HEARINGS**

1. Shade Tree Hearing – on application of Doug Gage for the removal of 1 *Acer Platanoides* (Norway maple) and removal of 1 *Tillia Cordata* (Littleleaf Linden) at 216 King Street, Falmouth



## AGENDA ITEM SUMMARY SHEET

**ITEM NUMBER:** Public Hearing 1.

**ITEM TITLE:** Public Hearings- Shade Tree Hearing- on application of Doug Gage for the removal of one Acer Platanoides (Norway Maple) and removal of one Tilia Cordata (Littleleaf Linden) at 216 King Street, Falmouth

**MEETING DATE:** 8/26/2024

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

**SUBMITTED BY:** Jeremiah Pearson, Parks Superintendent

**ATTACHMENTS:** Opinion Letter from Jeremiah Pearson; Application for Hearing & Removal of Town Shade Tree; Notice of Public Hearing dated August 2, 2024

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### PURPOSE:

The Select Board will conduct a public hearing in accordance with MGL Chapter 87, Sections 3 and 4, to consider the removal of one Acer Platanoides (Norway Maple) and removal of one Tilia Cordata (Littleleaf Linden) at 216 King Street, Falmouth.

### BACKGROUND/SUMMARY:

- The applicant Doug Gage submitted an Application for Hearing & Removal of Town Shade Tree (see attached).
- The public hearing was properly advertised on August 2, 2024.

- The Parks Superintendent issued an Opinion Letter stating that he recommended that the Department of Public Works remove both requested trees because of excessive lean towards overhead utility lines.
- In the opinion of the Parks Superintendent, both trees are in poor condition and are candidates for potential future failure and for causing property damage.
- The Department of Public Works will replace both trees with appropriate species that will not interfere with the utility lines.

**DEPARTMENT RECOMMENDATION:**

The Parks Superintendent recommends that the Select Board approve the application of Doug Gage for the removal of one Acer Platanoides (Norway Maple) and removal of one Tillia Cordata (Littleleaf Linden) at 216 King Street, Falmouth as presented.

**OPTIONS:**

- Motion to approve the application of Doug Gage for the removal of one Acer Platanoides (Norway Maple) and removal of one Tillia Cordata (Littleleaf Linden) at 216 King Street, Falmouth as presented.
- Motion to deny approval of the application of Doug Gage for the removal of one Acer Platanoides (Norway Maple) and removal of one Tillia Cordata (Littleleaf Linden) at 216 King Street, Falmouth.
- 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 of Doug Gage for the removal of one Acer Platanoides (Norway Maple) and removal of one Tilia Cordata (Littleleaf Linden) at 216 King Street, Falmouth as presented.

*Michael Renshaw*

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**Town Manager**

8/19/2024

**Date**

# NOTICE OF A PUBLIC HEARING

## Removal of Public Shade Trees Town of Falmouth, Department of Public Works

In accordance with Massachusetts General Laws Chapter 87, Sections 3 and 4, a public hearing will be held on Monday August 26th at 6:45 PM in the Select Board Meeting Room at 59 Town Hall Square, Falmouth, MA to consider the removal of the following public tree(s):

### Locations:

1. 216 King Street – Removal of 1 *Acer platanoides* (Norway maple)

*Size (DBH 24.5")*

Reason: Excessive lean and large cavities

2. 216 King Street – Removal of 1 *Tillia cordata* (Littleleaf Linden )

*Size (DBH 22")*

Reason: Unbalanced crown and lean from Utility line clearance

The tree(s) identified above have been posted for public inspection. Any objections to their removal must be submitted in writing to the Tree Warden prior to or during the hearing. The mailing address for the Tree Warden is Department of Public Works, Town of Falmouth, 416 Gifford Street, Falmouth, MA 02540. Email: [jeremiah.pearson@falmouthma.gov](mailto:jeremiah.pearson@falmouthma.gov), Phone: 508-457-2543 x3008





# Town of Falmouth

## Department of Public Works

Parks & Forestry Division  
416 Gifford Street  
Falmouth, MA 02350

Telephone: (508) 457-2543  
Fax: (508) 548-1537

Jeremiah Pearson  
Parks Superintendent

### Opinion letter for the removal of two trees located at 216 King Street



Both trees in question have been asked by the homeowner of 216 King Street to be removed due to the trees excessive lean caused by overhead utilities. Both trees are in poor condition and have several defects making them probable candidates for future failure and possible property damage. The Parks Department is prepared for the burden of removal and replacement of both trees with appropriate species that won't have future interference with the utility lines.



Submit in Duplicate

Town of Falmouth

Application for Hearing & Removal of Town Shade Tree

To: Falmouth Board of Selectmen

(To be filled out by applicant)

Name of Applicant (Owner):

Street Address:

Section of Town:

Telephone Number:

Reason for Tree Removal Request:

Legal Advertising Fee to be paid by applicant: \$25.00

Signature of Applicant:

(To be filled out by DPW Tree Warden)

Variety of Tree  Condition of Tree

Approximate Height  Diameter of Tree

Can Tree be Removed  Estimated Cost/Moving

Estimated Cost/Removing

Recommendation of DPW Tree Warden

Action Taken by Board of Selectmen

<input type="text" value=""/>	<input type="text" value=""/>
<input type="text" value=""/>	<input type="text" value=""/>
<input type="text" value=""/>	<input type="text" value=""/>

Board of Selectmen

Date of Posting of Tree

Date of Legal Advertising in Newspaper

Date of Removal of Tree

**NOTICE OF A PUBLIC HEARING**  
Removal of Public Shade Trees  
Town of Falmouth, Department of Public  
Works

In accordance with Massachusetts General Laws Chapter 87, Sections 3 and 4, a public hearing will be held on Monday August 26th at 6:45 PM in the Select Board Meeting Room at 59 Town Hall Square, Falmouth, MA to consider the removal of the following public tree(s):

Locations:

1. 216 King Street – Removal of 1 *Acer platanoides* (Norway maple)  
Size (DBH 24.5”).

Reason: Excessive lean and large cavities

2. 216 King Street – Removal of 1 *Tilia cordata* (Littleleaf Linden )  
Size (DBH 22”).

Reason: Unbalanced crown and lean from Utility line clearance

The tree(s) identified above have been posted for public inspection. Any objections to their removal must be submitted in writing to the Tree Warden prior to or during the hearing. The mailing address for the Tree Warden is Department of Public Works, Town of Falmouth, 416 Gifford Street, Falmouth, MA 02540. Email: [jeremiah.pearson@falmouthma.gov](mailto:jeremiah.pearson@falmouthma.gov).  
Phone: 508-457-2543 x3008

August 2, 2024

## **PUBLIC HEARINGS**

2. Shade Tree Hearing – on application of The Village at Brick Kiln for the removal of an inventory of trees located between 485 Brick Kiln Road and Josiah Path, Falmouth



## AGENDA ITEM SUMMARY SHEET

**ITEM NUMBER:** Public Hearing 2.

**ITEM TITLE:** Public Hearings- Shade Tree Hearing- on application of The Village at Brick Kiln for the removal of an inventory of trees located between 485 Brick Kiln Road and Josiah Path, Falmouth

**MEETING DATE:** 8/26/2024

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

**SUBMITTED BY:** Jeremiah Pearson, Parks Superintendent

**ATTACHMENTS:** Opinion Letter from Jeremiah Pearson including a listing of impacted trees; Application for Hearing & Removal of Town Shade Tree; Notice of Public Hearing dated August 2, 2024

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### PURPOSE:

The Select Board will conduct a public hearing in accordance with MGL Chapter 87, Sections 3 and 4, to consider the removal of an inventory of fifteen (15) trees located between 485 Brick Kiln Road and Josiah Path, Falmouth on application of the Village at Brick Kiln.

### BACKGROUND/SUMMARY:

- The applicant The Village of Brick Kiln, LLC submitted an Application for Hearing & Removal of Town Shade Tree (see attached).
  
- The public hearing was properly advertised on August 2, 2024.

- The Parks Superintendent issued an Opinion Letter concerning the removal of 15 trees (see attached listing); in this letter, the Parks Superintendent states that in accordance with its Comprehensive Permit (#050-20, Condition #35), the newly constructed development Village at Brick Kiln has been required to construct a sidewalk connection extending from Josiah Path to the existing sidewalk at 485 Brick Kiln Road.
- The above-described sidewalk connection will require the removal of these 15 listed trees from within the Town layout.

**DEPARTMENT RECOMMENDATION:**

The Town Manager recommends that the Select Board conduct the public hearing required by M.G.L. Chapter 87, Shade Tree Act, and render its decision based upon the information that is presented during the hearing.

**OPTIONS:**

- Motion to approve the application of The Village at Brick Kiln, LLC for the removal of an inventory of 15 trees located between 485 Brick Kiln Road and Josiah Path, Falmouth as presented.
- Motion to deny the application of The Village at Brick Kiln, LLC for the removal of an inventory of 15 trees located between 485 Brick Kiln Road and Josiah Path, Falmouth.
- 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 conduct the public hearing required by M.G.L. Chapter 87, Shade Tree Act, and render its decision based upon the information that is presented during the hearing.

*Michael Renshaw*

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**Town Manager**

8/19/2024

**Date**

# NOTICE OF A PUBLIC HEARING

## Removal of Public Shade Trees Town of Falmouth, Department of Public Works

In accordance with Massachusetts General Laws Chapter 87, Sections 3 and 4, a public hearing will be held on Monday August 26th at 6:45 PM in the Select Board Meeting Room at 59 Town Hall Square, Falmouth, MA to consider the removal of the following public tree(s):

Locations: Brick Kiln Road between Josiah Path and 485 Brick Kiln Road

Tree removal Inventory for The Village at Brick Kiln				
#	Species	Species common	Diameter at Breast Height	Overall Health (poor, moderate, good)
1	<i>Robinia pseudoacacia</i>	Black Locust	14.5"	Good
2	<i>Prunus serotina</i>	Black Cherry	6"	Good
3	<i>Sassafras albidum</i>	Sassafras	10"	Good
4	<i>Robinia pseudoacacia</i>	Black Locust	9"	Good
5	<i>Quercus alba</i>	White Oak	8"	Good
6	<i>Robinia pseudoacacia</i>	Black Locust	9"	Good



7	<i>Quercus palustris</i>	Pin Oak	5"	Good
8	<i>Acer rubra</i>	Red Maple	6.5"	Good
9	<i>Robinia pseudoacacia</i>	Black Locust	7.5"	Good
10	<i>Pinus strobus</i>	White Pine	8"	Good
11	<i>Prunus serotina</i>	Black Cherry	7"	Good
12	<i>Quercus alba</i>	White Oak	11.5"	Good
13	<i>Pinus rigida</i>	Pitch Pine	17"	Good
14	<i>Pinus rigida</i>	Pitch Pine	11.5"	Good
15	<i>Pinus rigida</i>	Pitch Pine	15.5"	Good

Reason: Construction of sidewalk connection

The tree(s) identified above have been posted for public inspection. Any objections to their removal must be submitted in writing to the Tree Warden prior to or during the hearing. The mailing address for the Tree Warden is Department of Public Works, Town of Falmouth, 416 Gifford Street, Falmouth, MA 02540. Email: [jeremiah.pearson@falmouthma.gov](mailto:jeremiah.pearson@falmouthma.gov), Phone: 508-457-2543 x3008





# Town of Falmouth

## Department of Public Works

### Parks & Forestry Division

416 Gifford Street  
Falmouth, MA 02350

Telephone: (508) 457-2543  
Fax: (508) 548-1537

## Opinion Letter for the removal of 15 trees located Between Josiah Path to 485 Brick Kiln Road.

The newly constructed development (Village at Brick kiln) road has been conditionally obligated, Per the Town of Falmouth Zoning Board of Appeals Comprehensive Permit Decision #050-20 Condition #35, the Applicant is required to construct a sidewalk connection from Josiah Path to the existing sidewalk at 485 Brick Kiln Road. This required work necessitates the removal of 15 trees within the Town Right of Way protected under the Massachusetts General Law Chapter 87 Shade Tree Act, a hearing is required to proceed.

Tree removal inventory for The Village at Brick Kiln

#	Species	Species common	Diameter at Breast Height	Overall Health (poor, moderate, good)
1	<i>Robinia pseudoacacia</i>	Black Locust	14.5"	Good
2	<i>Prunus serotina</i>	Black Cherry	6"	Good
3	<i>Sassafras albidum</i>	Sassafras	10"	Good
4	<i>Robinia pseudoacacia</i>	Black Locust	9"	Good
5	<i>Quercus alba</i>	White Oak	8"	Good
6	<i>Robinia pseudoacacia</i>	Black Locust	9"	Good
7	<i>Quercus palustris</i>	Pin Oak	5"	Good
8	<i>Acer rubra</i>	Red Maple	6.5"	Good
9	<i>Robinia pseudoacacia</i>	Black Locust	7.5"	Good
10	<i>Pinus strobus</i>	White Pine	8"	Good
11	<i>Prunus serotina</i>	Black Cherry	7"	Good
12	<i>Quercus alba</i>	White Oak	11.5"	Good
13	<i>Pinus rigida</i>	Pitch Pine	17"	Good
14	<i>Pinus rigida</i>	Pitch Pine	11.5"	Good
15	<i>Pinus rigida</i>	Pitch Pine	15.5"	Good



# Town of Falmouth

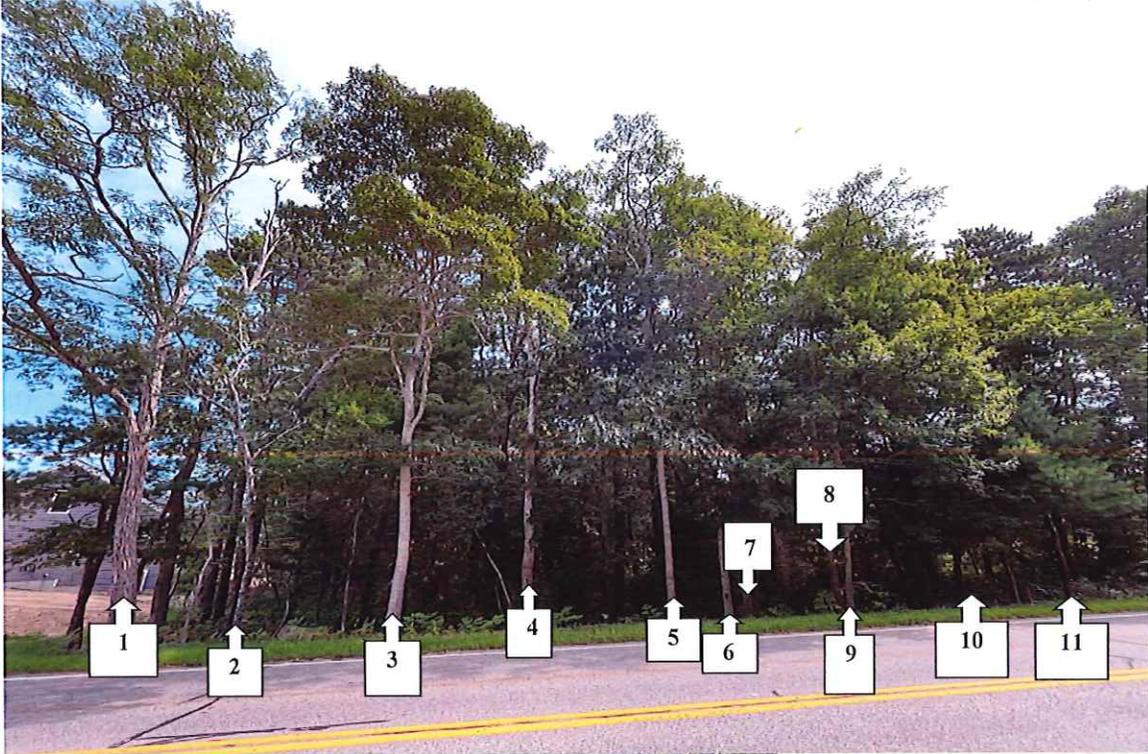
## Department of Public Works

### Parks & Forestry Division

416 Gifford Street  
Falmouth, MA 02350

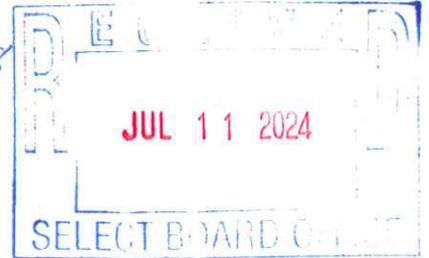
Telephone: (508) 457-2543  
Fax: (508) 548-1537

Jeremiah Pearson  
Parks Superintendent





PAID \$25.00 CK# 10338



Submit in Duplicate

Town of Falmouth

Application for Hearing & Removal of Town Shade Tree

To: Falmouth Board of Selectmen

(To be filled out by applicant)

Name of Applicant (Owner): The Village at Brick Kiln LLC

Street Address: 511 Brick Kiln Rd.

Section of Town: W. Falmouth

Telephone Number: [Redacted]

Reason for Tree Removal Request: install side walk

Legal Advertising Fee to be paid by applicant: \$25.00

Signature of Applicant: [Signature]

(To be filled out by DPW Tree Warden)

Variety of Tree [ ] Condition of Tree [ ]

Approximate Height [ ] Diameter of Tree [ ]

Can Tree be Removed [ ] Estimated Cost/Moving [ ]

Estimated Cost/Removing [ ]

Recommendation of DPW Tree Warden [ ]

Action Taken by Board of Selectmen [ ]

[ ] [ ] [ ] [ ]

Board of Selectmen

Date of Posting of Tree [ ]

Date of Legal Advertising in Newspaper [ ]

Date of Removal of Tree [ ]

**NOTICE OF A PUBLIC HEARING**  
Removal of Public Shade Trees  
Town of Falmouth, Department of Public  
Works

In accordance with Massachusetts General Laws Chapter 87, Sections 3 and 4, a public hearing will be held on Monday August 26th at 6:45 PM in the Select Board Meeting Room at 59 Town Hall Square, Falmouth, MA to consider the removal of the following public tree(s):  
Locations: Brick Kiln Road between Josiah Path and 485 Brick Kiln Road

Tree removal inventory for The Village at Brick Kiln

#	Species	Species common	Diameter at Breast Height	Overall Health
1.	<i>Robinia pseudoacacia</i>	Black Locust	14.5"	Good
2.	<i>Prunus serotina</i>	Black Cherry	6"	Good
3.	<i>Sassafras albidum</i>	Sassafras	10"	Good
4.	<i>Robinia pseudoacacia</i>	Black Locust	9"	Good
5.	<i>Quercus alba</i>	White Oak	8"	Good
6.	<i>Robinia pseudoacacia</i>	Black Locust	9"	Good
7.	<i>Quercus palustris</i>	Pin Oak	5"	Good
8.	<i>Acer rubra</i>	Red Maple	6.5"	Good
9.	<i>Robinia pseudoacacia</i>	Black Locust	7.5"	Good
10.	<i>Pinus strobus</i>	White Pine	8"	Good
11.	<i>Prunus serotina</i>	Black Cherry	7"	Good
12.	<i>Quercus alba</i>	White Oak	11.5"	Good
13.	<i>Pinus rigida</i>	Pitch Pine	17"	Good
14.	<i>Pinus rigida</i>	Pitch Pine	11.5"	Good
15.	<i>Pinus rigida</i>	Pitch Pine	15.5"	Good

Reason: Construction of sidewalk connection

The tree(s) identified above have been posted for public inspection. Any objections to their removal must be submitted in writing to the Tree Warden prior to or during the hearing. The mailing address for the Tree Warden is Department of Public Works, Town of Falmouth, 416 Gifford Street, Falmouth, MA 02540. Email: jeremiah.pearson@falmouthma.gov, Phone: 508-457-2543 x3008

August 2, 2024

## OPEN SESSION

### BUSINESS

1. Consider the acceptance of the SFY25 Law Enforcement Body-Worn Camera Grant from the Executive Office of Public Safety and Security's Office of Grants and Research (OGR) in the amount of \$250,000 to the Falmouth Police Department **(10 minutes)**



**ITEM NUMBER:** Business 1.

**ITEM TITLE:** Consider the acceptance of the SFY25 Law Enforcement Body-Worn Camera Program Grant from the Executive Office of Public Safety and Security's Office of Grants and Research (OGR) in the amount of \$250,000 to the Falmouth Police Department

**MEETING DATE:** 8/26/2024

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

**SUBMITTED BY:** Chief Jeffrey Lourie

**ATTACHMENTS:** Grant Award Letter

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**PURPOSE:**

This is a written request to the Select Board to vote to approve the SFY25 Law Enforcement Body-Worn Camera Grant in the amount of \$250,000.00.

**BACKGROUND/SUMMARY:**

- Police Body-Worn Cameras are effective law enforcement tools that reinforce the public's perception of police professionalism and can provide an accurate and honest assessment of interactions between law enforcement and civilians.
  
- Additionally, studies have shown that Police Body-Worn Cameras are a contributing factor in reducing complaints against police officers, increasing police accountability, and enhancing public trust. Camera footage may also be used to identify training gaps, improve officer performance, and increase officer safety.

- It is the policy of the Falmouth Police Department to use in-car and body-worn camera systems to effectively document law enforcement-related contacts and other contacts deemed appropriate while consistent with the law and the Peace Officers Standards & Training Commission (POST) Regulations.
- Common incidents that require the activation of an officer’s body-worn camera include but are not limited to calls-for-service, motor vehicle stops, detention stops, searches, interviews, arrests, pursuits, and prisoner interactions.
- Video management for the seventy-five (75) body-worn cameras will require extensive storage space and qualified personnel to manage the function. At a minimum, non-evidentiary recordings not related to a court proceeding or ongoing criminal investigation must be retained for not less than 180 days but not more than 30 months.

➤ Expense Summary: Body-Worn Camera Five-Year Program:

○ Body-Worn-Camera (75)	\$76,675
○ Docking Stations	\$16,618
○ Firearm & Emergency Lights Camera Activation Alerts	\$37,028
○ Technology Assurance Plan	\$288,940
○ Video Storage (Cloud-Based)	\$160,274
○ Video Redaction Tools	<u>\$149,475</u>
<b>Total</b>	<b>\$729,010</b>

➤ Body-Worn Camera Program Grant (for FY25) \$250,000

➤ Program Balance \$479,010

➤ Annual Recurring Cost (FY2026, FY2027, FY2028, & FY2029) \$119,752

➤ Upon purchase, the Police Department will own all the equipment.

➤ The Technology Assurance Plan includes a 5-year warranty, and an equipment refresh at 2.5-years and 5 years—body-worn cameras and docking stations.

➤ The typical life span of a body-worn camera is three (3) to five (5) years.

**DEPARTMENT RECOMMENDATION:**

Police Body-Worn Camera Programs can be very expensive to implement and maintain the equipment and store camera footage (video), therefore we recommend that you vote to approve the SFY25 Law Enforcement Body-Worn Camera Grant in the amount of \$250,000.00.

**OPTIONS:**

- Motion to approve the acceptance of the SFY25 Law Enforcement Body-Worn Camera Program Grant from the Executive Office of Public Safety and Security’s Office of Grants and Research (OGR) in the amount of \$250,000 to the Falmouth Police Department as presented.
  
- Motion to deny the acceptance of the SFY25 Law Enforcement Body-Worn Camera Program Grant from the Executive Office of Public Safety and Security’s Office of Grants and Research (OGR) in the amount of \$250,000 to the Falmouth Police Department.
  
- Board defined alternative.

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

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

**FINANCE DIRECTOR COMMENTS (IF APPLICABLE):**

- This now basic equipment for Police Departments will have a continual impact to the Police Department’s operating budget of approximately \$119,752 less the amount added to the FY 2024 budget of \$75,000 to cause an approximate net increase of \$45,000.
  
- In addition to this amount the Police Department provided metric indicates for each 75-80 cameras it will take an additional ½ Police Lieutenant to retrieve, review and provide the information for Freedom of Information requests and other purposes. That is if the District Attorney office continues their evidence related role. It will be a full Police LT if the District Attorney no longer fills the evidence role.

- In approximately 8 years the devices will need to be replaced and that appears in the Capital Plan.

**TOWN MANAGER COMMENTS:**

- The Town Manager recommends that the Select Board vote to approve the acceptance of the SFY25 Law Enforcement Body-Worn Camera Program Grant from the Executive Office of Public Safety and Security's Office of Grants and Research (OGR) in the amount of \$250,000 to the Falmouth Police Department as presented.

*Michael Renshaw*

---

Town Manager

8/21/2024

Date



OFFICE OF THE GOVERNOR  
COMMONWEALTH OF MASSACHUSETTS  
STATE HOUSE BOSTON, MA 02133  
(617) 725-4000

MAURA T. HEALEY  
GOVERNOR

KIMBERLEY DRISCOLL  
LIEUTENANT GOVERNOR

July 25<sup>th</sup>, 2024

Jeff Lourie, Chief of Police  
Falmouth Police Department  
750 Main Street  
Falmouth, MA 02540

Dear Chief Lourie,

We are pleased to notify you that the Falmouth Police Department has been awarded \$250,000.00 in state funding from the SFY25 Law Enforcement Body-Worn Camera Program offered by the Executive Office of Public Safety and Security's Office of Grants and Research (OGR).

Additional correspondence, including all the necessary documents required to make this award official will be forthcoming from OGR. If you have any questions, please feel free to contact Samantha Frongillo at 781-535-0080 or [Samantha.Frongillo@mass.gov](mailto:Samantha.Frongillo@mass.gov).

Congratulations on this award and thank you for your commitment to public safety.

Sincerely,

Handwritten signature of Maura T. Healey in blue ink.

GOVERNOR MAURA T. HEALEY

Handwritten signature of Kimberley Driscoll in blue ink.

LT. GOVERNOR KIMBERLEY DRISCOLL

**Body-Worn Camera Program**  
**Falmouth Police Department**  
**August 19, 2024**

<b>Equipment</b>			
<u>Description</u>	<u>Price</u>	<u>Qty</u>	<u>Total</u>
Body-Worn-Camera	\$849	75	\$63,675
Body-Worn-Camera Implementation Services / Training	\$13,000	1	\$13,000
Docking Station - 8 Bay	\$1,639	10	\$16,389
Docking Station - Single Bay	\$229	1	\$229
Signal Sidearm Alert	\$269	75	\$20,175
Signal Sidearm Alert Battery	\$1	85	\$85
Signal Vehicle Alert	\$279	15	\$4,185
Signal Vehicle Alert Installation	\$650	15	\$9,750
Signal Vehicle Alert Warranty	\$64	15	\$958
Signal Cable Assembly	\$25	15	\$375
Signal Installation	\$1,500	1	\$1,500
Technology Assurance Plan: Refresh - Warranty (60 months)	\$448,470	1	\$448,470
Technology Assurance Plan: Refresh - Warranty (60 months)	\$744	1	\$744
Body-Worn-Camera-Refresh (2.5 & 5 years)	included	1	\$0
Docking Station-Refresh (2.5 & 5 years)	included	1	\$0
<b>Equipment Sub-Total</b>			<b>\$579,535</b>
<b>Software - Subscription</b>			
<u>Description</u>	<u>Price</u>	<u>Qty</u>	<u>Total</u>
Video Storage (Cloud-Based) - License Key	\$73,200	1	\$0
Video Storage (Cloud-Based) - Axon Devices - Unlimited	included		\$0
Video Storage (Cloud-Based) - Third-Party Devices - 2.2 TB	included		\$0
Video Storage (Cloud-Based) - System Setup	\$3,000	1	\$3,000
Video Redaction Assistant	\$651	75	\$48,825
Video Redaction Auto Tagging Tool	\$651	75	\$48,825
Video Performance Compliance Tool	\$651	75	\$48,825
<b>Software Subscription Sub-Total</b>			<b>\$149,475</b>
<b>Total</b>			<b>\$729,010</b>
<b>Body-Worn Camera Program Grant</b>			<b>\$250,000</b>
<b>Balance</b>			<b>\$479,010</b>
<b>Annualy (FY2026, FY2027, FY2028, &amp; FY2029)</b>			<b>\$119,752</b>

**OPEN SESSION**

**BUSINESS**

2. Report – Bicycle and Pedestrian Committee **(15 minutes)**



## AGENDA ITEM SUMMARY SHEET

**ITEM NUMBER:** Business 2.

**ITEM TITLE:** Report- Bicycle and Pedestrian Committee

**MEETING DATE:** 8/26/2024

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

**SUBMITTED BY:** Mike Renshaw, Town Manager

**ATTACHMENTS:** Presentation

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### PURPOSE:

The Bicycle and Pedestrian Committee will present its annual report to the Select Board and highlight its activities and projects.

This report is for informational purposes only. No formal Board action is requested.

### BACKGROUND/SUMMARY:

- The Bicycle and Pedestrian Committee supports and advises on the use of bicycles throughout the town for transportation and recreation.

**DEPARTMENT RECOMMENDATION:**

This report is for informational purposes only. No formal Board 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*

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Town Manager

8/16/2024

Date

## Falmouth Bicycle and Pedestrian Committee 2024 Annual Report

The mission of the Falmouth Bicycle and Pedestrian Committee, as established by Town Meeting in 1975, is to develop, maintain, and improve bikeways in Falmouth, including the promotion of safe and healthy transportation by bicycle on our road network. Pedestrians were added to the Committee's definition in 2019 to more fully represent vulnerable road users in our Town.

The Town of Falmouth Complete Streets Prioritization Plan, prepared by the Cape Cod Commission (CCC) in collaboration with our Committee and the Department of Public Works, was approved by MassDOT in April of 2022. "A complete street is one that provides safe and accessible options for all travel modes – walking, biking, transit and vehicles – for people of all ages and abilities." The Town is eligible to apply for construction grant funding up to \$400,000 from MassDOT for any of the projects listed on the Prioritization Plan. The Plan is available on the CCC website: <https://www.capecodcommission.org/our-work/falmouth-complete-streets/>

### **Our vision:**

Falmouth is a great place to both live and to visit because its bicycle and pedestrian friendly culture and infrastructure yield calm roads, clean air, and a healthy populace in a vibrant, sustainable economy.

How is our town doing on that vision? We looked at state data and compared Falmouth to other Cape towns and to a couple of off-Cape nearby towns. Source: <https://apps.impact.dot.state.ma.us/cdp/home> As of today, in 2024 Falmouth has 5 pedestrian related crashes, 7 bicycle related crashes as reported by Mass DOT.

Compared to other towns, Falmouth has notably higher rates of both bicycle and pedestrian accidents per capita. In addition, the share of bicycle and pedestrian accidents is higher.

Why is this? **There are theories of the case, but no solid answers.**

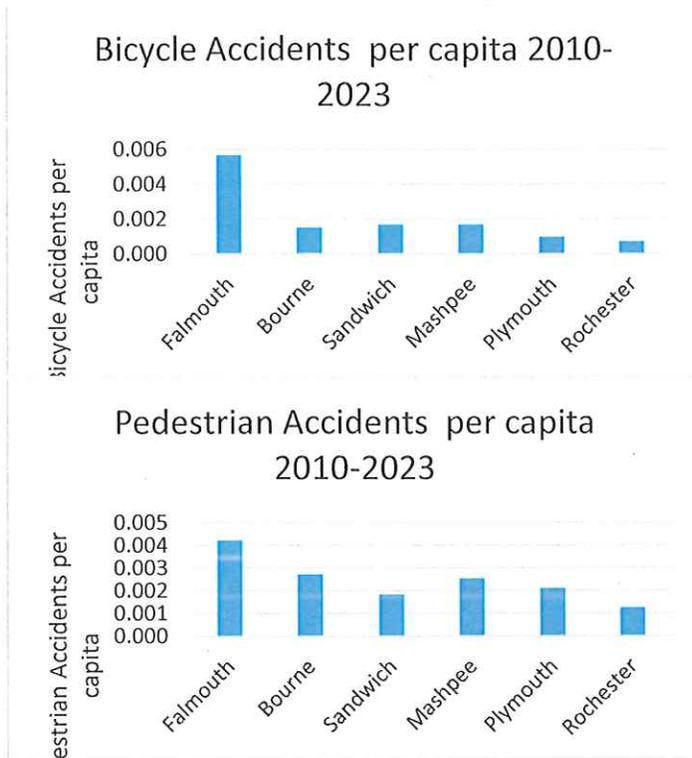
- Note that the data is the same between towns so any seasonal adjustment would apply to all. Note, too, accidents happen throughout the year at a lower rate than in summer.
- 1 potential answer lies in the fact that the biggest clusters of accidents in Falmouth are on Davis Straits & 28 through Teaticket. Teaticket Park is the hottest hot spot.
  - Does Falmouth have more J1 workers than other Upper Cape towns?
  - Does Falmouth have more commuters walking/cycling to jobs on 28?
- Does Falmouth have more "day trippers" in season than other Upper Cape towns?

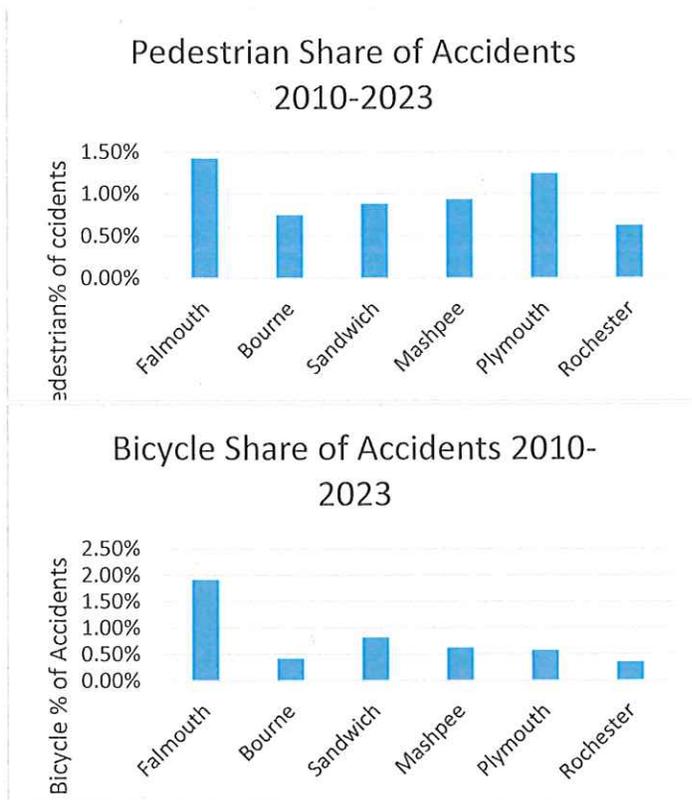
Traffic systems are so overloaded in summer that individual road users, including drivers, bikes and pedestrians learn to routinely act in an aggressive, inconsiderate manner.

- Does the character of Falmouth roads promote accidents? Too narrow, few shoulders, restricted visibility foster an environment for accidents?
- Many individuals, cars, bikes, pedestrians are distracted.
- There are many different categories of vulnerable road users: commuting, transportation, road workers, children, athletes, fitness, recreation. While different, all require consideration as part of traffic planning in engineering, education and enforcement.

### Next Steps

Recognize & quantify the problem with more data investigation and focus on hot spots. Endorse Vision Zero and do not accept “accidents will happen”. Although MassDOT data is imperfect it does provide consistent data over time.





**Highlights of the year:**

Fiscal 2024 was a year of working with partners in support of town-wide and state efforts to make our roads safer for walkers and bike riders. Our key partner is Falmouth DPW and we've increased regular communication and collaboration for both tactical and strategic work.

We supported community efforts to establish town-wide traffic calming (Chapter 90, Section 17C and 18B) resulting in a meeting with the Town, DPW, head of Traffic Advisory Committee and Bicycle and Pedestrian Committee. As a result, the town will begin by creating safety zones at all Falmouth Beaches, starting with traffic analysis this fall. Safety zones are specially designated areas such as parks, playgrounds, senior citizen housing, hospitals, and childcare centers. Within these zones, speed limits must be set at 20 mph. According to USDOT, a person walking hit by a vehicle at 32 miles per hour has a 25% risk of death, and that increases to a 50% chance of death at 42 mph. Among pedestrian deaths, however, speeding is reported in only 7% of cases and speeds exceeded the limit in another 8%. It is our legal speed limits that are the problem. By implementing safety zones in our busy beach areas, we can reduce pedestrian risk of death to 10%.

In collaboration with DPW and Falmouth High School, we are in the beginning and early stages of creating protected bike lanes on Brick Kiln Road from Gifford to 28A. There are no protected bike lanes from East Falmouth into town and beyond and an East/West connector has long been

on the committee's and the town's Complete Streets plans. Brick Kiln sees a lot of school commuters plus will support multi-modal transportation to the Y. Creating a connector for school, YMCA, commuters and residents that links back to the Shining Sea Bikeway will be a huge benefit to Falmouth residents. Our next steps, in collaboration with DPW are to establish a sub-committee with high school students and parents, and apply for a SRTS grant in October for preliminary design work.

Our committee supported West Falmouth Village Association efforts to improve safety on 28A, Champoquoit and Old Dock Roads. This includes reviewing MassDOT Road Safety Assessment materials for 28A, supporting WFVA's safety improvement requests in person at the Traffic Advisory Committee, via letter to the Selectboard and others, and in our committee meetings.

We attend monthly Traffic Advisory Committee meetings to add the pedestrian/bicyclist viewpoint to discussions and support community efforts. For example, as a result of attending a meeting where the residents of Minot Street asked for traffic counts, we worked with the Cape Cod Commission to get them to do a pedestrian/bicyclist count on the street. When combined with the car traffic study, this work gave a complete picture of the street.

Upon request by the Zoning Board, we crafted a written response to the Saxon Partner traffic study which noted the safety issues for cyclists and pedestrians on Sandwich Road.

The Committee continues to work with DPW, Police, Fire, and Eversource on the Eversource project due to kickoff on October 15<sup>th</sup>. The project will close the Shining Sea Bikeway from that date until the end of the year and users of the SSBW will be detoured during construction. The SSBW sees over 300,000 trips a year, is a key tourist attraction and supports commuters. It is critical that it is left in as good or better shape than before construction.

On a more lighthearted note, we ran a Spring Community Bike Ride that ended in Depot Station with light refreshments. EDIC was enthusiastic about this use of the Station. We held a Bike/Walk Breakfast on the Shining Sea Bikeway in May with over 60 participants. We also supported Teaticket School's Walk/Bike to School Day in June.

### **Forward Looking:**

Our key focus will be a good outcome for the Shining Sea Bikeway after the Eversource work is completed. That will mean close attention to construction details and active partnering with the community, DPW and Eversource.

The Bicycle Pedestrian Committee will be reviewing our goals in August and will then, as we did last year, hold a strategic planning session with Falmouth DPW in September. This process is helping us to align our mutual goals and continue to improve going forward.

**OPEN SESSION**

**BUSINESS**

3. Report – Solid Waste Advisory Committee **(15 minutes)**



## AGENDA ITEM SUMMARY SHEET

**ITEM NUMBER:** Business 3.

**ITEM TITLE:** Report- Solid Waste Advisory Committee

**MEETING DATE:** 8/26/2024

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

**SUBMITTED BY:** Mike Renshaw, Town Manager

**ATTACHMENTS:** Presentation

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### PURPOSE:

The Select Board will hear an annual report from the Solid Waste Advisory Committee.  
This report is for informational purposes only. The Board will take no formal action.

### BACKGROUND/SUMMARY:

- The mission of the Town of Falmouth Solid Waste Advisory Committee is to advise the Select Board regarding policy and practices related to solid waste.
- The Committee will research and promote the development and implementation of environmentally, fiscally, and socially sound means and methods for reducing solid waste tonnage through increased reuse, improved recycling, food waste separation, composting, and enhanced consumer awareness.

**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

8/16/2024

Date

# Solid Waste Advisory Committee (SWAC)

2024 SELECT  
BOARD UPDATE

August 26, 2024

## **SOLID WASTE ADVISORY COMMITTEE**

**Alan Robinson, Chair**

**D. Scott Peterson, Vice-Chair**

**Ruth Brazier**

**Kristine Copley**

**Hap Garritt**

**Julie Boettiger**

**Richard Merrick**

# SWAC's Role in the Community

- Take a leading role in helping the Town maintain and enhance its solid waste management program.
- Encourage sound means and methods to reduce trash tonnage by smart recycling, greater reuse, food scrap separation and reduced packaging.
- Operate the Pick of the Litter Swap Shop

# Some of Falmouth's 2023-24 Accomplishments

- Reduced curbside trash tonnage by 7% in CY2023 (compared to 2018)
- Initiated public schools-wide cafeteria food scrap composting
- Kickstarted Barnstable County/Upper Cape towns regional composting facility initiative at JBCC
- Hosted 11,696 Swap Shop visits in CY2023 accounting for diverting an estimated 45 tons of trash from the landfill

# Some of Falmouth's 2023-24 Accomplishments

- Awarded \$48,500 grant from MADEP Recycling Dividend Program
- Recognized 70% increase in food scrap drop-offs May-July 2024 vs 2023
- Established 2<sup>nd</sup> community food scrap drop-off station
- Falmouth Enterprise initiated "*Recycling Tip of the Week*"
- **Recycling and Solid Waste Coordinator position made full time!**

# Requests

That the Select Board/Administration take immediate steps to facilitate development of Falmouth's first Solid Waste Management Plan.

That the Select Board/Administration authorize SWAC to become a 9-member committee (from current 7 members).

# SWAC Acknowledges and Appreciates

- Schools staffs and students, especially Carmela Mayewski
- Department of Public Works, especially Mary Ryther
- Select Board, Town Meeting and Town Administration
- Swap Shop patrons, amazing volunteers, and welcoming gate staff
- Falmouth community
- Barnstable County Extension Service/MADEP, especially Kari Parcel

# Falmouth Residents Support the Town's Efforts

Excerpt from a resident's email received last week by DPW's Recycling and Solid Waste Coordinator Mary Ryther:

***“Thank you very much for offering this valuable service! I’m so proud of the ways Falmouth considers the environment!”***

**OPEN SESSION**

**BUSINESS**

4. Capital Plan Presentation **(15 minutes)**

August 26, 2024



**ITEM NUMBER:** Business 4.

**ITEM TITLE:** FY 25 Capital Plan presentation

**MEETING DATE:** 8/26/2024

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

**SUBMITTED BY:** Mike Renshaw, Town Manager

**ATTACHMENTS:** Capital Improvement Plan Summary, 10-Year Capital Improvement Plan, Individual Capital Request Forms, Slide Presentation

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**PURPOSE:**

The Town Manager will present a summary overview of the 10-Year Capital Improvement Plan with an emphasis on proposed spending for the coming year.

Per the Town Charter, the Select Board is required to submit the Plan to the Finance Committee for review with, or without, amendment. A vote to submit the Plan at tonight's meeting will afford the Finance Committee sufficient time to complete its thorough review of each request.

**BACKGROUND/SUMMARY:**

- In keeping with the changes made to last year's Capital Improvement Plan (CIP), the FY25 CIP is more comprehensive than in years past in that we have asked departments to identify all capital spending regardless of funding source; this provides a more complete picture of the amount of work required of our staff to carry out these projects.
- The FY25 CIP also highlights substantial improvements undertaken with funding from grants and Community Preservation funds, which are primarily Falmouth

tax dollars with some subsidy from the Commonwealth.

- In continuing another practice that we first implemented with last year's CIP, we again asked departments to identify a project manager for each project so it is clear who is responsible for carrying out the project; this practice improves accountability and enables the Town Manager to confirm that the staff doing the work have the capacity to complete the project within 3-years of receiving the funds.
- To provide a means of connecting programming and spending to the strategic priorities of the Select Board, as was the case last year you will see that the individual request forms now include identification of how the proposed capital spending relates to the Select Board Strategic Plan.
- The scope of infrastructure and equipment that the Town is responsible for maintaining is vast. Consistent investments in capital improvements are required to maintain these assets for the benefit of Falmouth residents and visitors.
- This proposed capital plan seeks to strike a balance. If we do not spend enough, we run the risk of creating a backlog of required improvements. Once we fall behind, it is difficult to catch up. On the other hand, if we are too ambitious, we run the risk of depleting reserves, increasing financial burden on residents and property owners, and having unspent funds sit stagnant.
- The Town Manager, Assistant Town Manager and Finance Director met with every department head submitting a request for funds.
- The projects proposed for the coming year represent the upper limit of what we believe we can accommodate within fiscal policies and what staff are prepared to carry out.
- Free Cash will be certified sometime between late September and mid-October for FY2025 based on the FY2024 results.
  - FY2024 (for the FY 2023 results) based on actual local receipts revenues over budget, department turn backs, account cleanup, delinquent tax collection, etc. were \$23.8 million greater than the estimates relied on to balance the budget. This is a significantly higher amount than in previous years with the excess being used to fund capital and increase Capital Stabilization to defray the cost of future projects
  - We do not yet have a precise amount of Free Cash to be certified as of June 30, 2024, for FY 2025 spending but anticipate it will be greater than \$22 million. Town

Management/Finance conservative local receipts estimates, thrifty department spending, Accounting and Departments continuing to clean up accounts and Treasurer/Collectors bringing in current and delinquent tax dollars has led to again outperform previous free cash record levels of \$16.4 million dollars over the last two years.

- Additional highlights are addressed in the slide presentation attached.
- I want to express my gratitude and sincere appreciation to department staff for preparing the capital requests.
- In particular, I want to commend Melanie Bush and Ed Senteio for their outstanding work in compiling the data in an improved master spreadsheet that allows us to capture more information and filter the data in a variety of different ways needed present a more complete picture of the Plan. In the future, we hope to have a software application that will simplify data entry and reporting.

#### **DEPARTMENT RECOMMENDATION:**

The Town Manager recommends that the Select Board vote to submit the Capital Improvement Plan to the Finance Committee with, or without, amendment.

Prompt action will afford the Finance Committee the time it needs to thoroughly review these proposals before voting its recommendations for inclusion in the Town Meeting booklet.

#### **OPTIONS:**

- Motion to submit the proposed Capital Improvement Plan to the Finance Committee.
- Motion to amend and submit the proposed Capital Improvement Plan to the Finance Committee.
- Defer action to September 9, 2024

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

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

FINANCE DIRECTOR COMMENTS (IF APPLICABLE):

TOWN MANAGER COMMENTS:

The Town Manager recommends that the Select Board vote to submit the Capital Improvement Plan to the Finance Committee with, or without, amendment.

Prompt action will afford the Finance Committee the time it needs to thoroughly review these proposals before voting its recommendations for inclusion in the Town Meeting booklet.

*Michael Renshaw*

\_\_\_\_\_

Town Manager

8/21/2024

Date

**TOWN OF FALMOUTH  
FISCAL 2025  
CAPITAL IMPROVEMENT PLAN**

Description	FY 2025 Requested	Proposed - All Capital	FY 2026 Program	FY 2027 Program	FY 2028 Program	FY 2029 Program	FY 2030 Program	FY 2031 Program	FY 2032 Program	FY 2033 Program	FY 2034 Program
<b>CAPITAL PROGRAM &amp; BUDGET SUMMARY:</b>											
		<b>CAPITAL BUDGET</b>									
General Government	3,786,092	2,796,092	1,850,300	3,114,255	14,820,870	1,667,910	1,861,391	1,492,541	1,525,287	1,552,266	1,564,570
Public Safety	3,487,903	3,407,903	5,866,200	38,000,800	11,131,600	20,087,225	4,241,866	1,583,165	2,535,122	3,709,478	1,018,352
Community Development	107,400	82,400	30,000	110,000	-	-	-	-	-	-	-
Public Works	69,811,750	69,654,750	15,261,700	34,163,181	52,384,526	59,174,822	73,232,157	7,639,622	16,575,310	84,214,320	14,621,749
Community Services	2,838,000	2,838,000	3,267,000	8,950,000	2,294,500	215,000	308,000	1,925,000	18,500	290,000	19,000
Schools	1,867,000	1,867,000	7,175,736	6,094,757	139,490,000	3,295,000	2,375,000	1,825,000	1,675,000	2,425,000	1,325,000
<b>Total Capital Budget</b>	<b>81,898,145</b>	<b>80,646,145</b>	<b>33,450,936</b>	<b>90,432,993</b>	<b>220,121,496</b>	<b>84,439,957</b>	<b>82,018,414</b>	<b>14,465,328</b>	<b>22,329,219</b>	<b>92,191,064</b>	<b>18,548,671</b>
											<b>10 Year Total</b>
<b>Funding Sources</b>											<b>738,644,223</b>
Free Cash Proposed		15,790,104									
Articles Existing		184,491									
Betterments		0									
Bond Proceeds		0									
Borrowing		60,000,000									
Capital Stabilization		0									
Community Preservation Act		3,073,750									
Donation		0									
Embarkation		0									
Cable Funds		125,000									
Golf Receipts Reserved for Appropriation		205,000									
Historic		10,000									
Grants		761,250									
Overlay Surplus		0									
Operating		0									
Parking Meter Fund		0									
User Rates		0									
Taxes/Local Receipts		0									
Title V		0									
Wetland Protection		26,500									
Water Stabilization		70,200									
Waterways Fund		<u>399,850</u>									
<b>Total Funding Sources</b>		<b>80,646,145</b>									

Description	Dept	Dept #	Dept Name	FY 2025 Requested	FY 2025 Proposed	Nov. Blank or N	FY 2026 Program	FY 2027 Program	FY 2028 Program	FY 2029 Program	FY 2030 Program	FY 2031 Program	FY 2032 Program	FY 2033 Program	FY 2034 Program
Agenda/Board and Committee Software	CG	122	SELECT BOARD/TM	26,000	26,000										
Strategic Planning Software	GC	122	SELECT BOARD/TM		0										
Department Study	GG	122	SELECT BOARD/TM	60,000	60,000			60,000		60,000		60,000		60,000	
Town Hall Modifications	GG	122	SELECT BOARD/TM	100,000	100,000										
Business Equipment	GG	122	SELECT BOARD/TM		0		20,000		22,000		24,000		26,000		28,000
Capital Improvement Software	GG	122	SELECT BOARD/TM		0		30,000								
Combine North/West Fire Station	GG	122	SELECT BOARD/TM		0				12,000,000						
Combine North/West Fire Station Drawings	GG	122	SELECT BOARD/TM	950,000	0			950,000							
Compensation/Classification Study	GG	122	SELECT BOARD/TM		0										
ESCO Phase II Continuation	GG	122	SELECT BOARD/TM		0										
Golf Maintenance Shed Repair	GG	122	SELECT BOARD/TM		0										
Human Service Relocation	GG	122	SELECT BOARD/TM		0										
Land Acquisition Athletic Fields	GG	122	SELECT BOARD/TM		0										
Laserfiche upgrade (document Management)	GG	122	SELECT BOARD/TM		0										
Mandated IA Cost Mitigation	GG	122	SELECT BOARD/TM		0		1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000
Online Licensing Software Select Board	GG	122	SELECT BOARD/TM		0										
Sustainability, Electrification, and Renewable Energy Projects	GG	122	SELECT BOARD/TM				50,000		50,000		50,000		50,000		50,000
Golf Pesticide - Fertilizer Storage	GLF	122	SELECT BOARD/TM	65,000	65,000										
Golf - Gas Tank	GLF	122	SELECT BOARD/TM	140,000	140,000										
Rooftop Solar - EF Fire Station	SUS	122	SELECT BOARD/TM	55,000	55,000										
Urine Diversion Pilot	WW	122	SELECT BOARD/TM	1,900,000	1,900,000	N									0
<b>122 Total</b>				<b>3,296,000</b>	<b>2,346,000</b>		<b>1,300,000</b>	<b>2,210,000</b>	<b>13,272,000</b>	<b>1,260,000</b>	<b>1,274,000</b>	<b>1,260,000</b>	<b>1,276,000</b>	<b>1,260,000</b>	<b>1,278,000</b>
Financial Management Software Conversion / Upgrade	FIN	131	FINANCE		0										
<b>131 Total</b>				<b>0</b>	<b>0</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Assessors Revaluation to Operating	ASS	141	ASSESSORS		0			225,000		250,000					
<b>141 Total</b>				<b>0</b>	<b>0</b>		<b>0</b>	<b>225,000</b>	<b>0</b>	<b>250,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Classification Study	CG	152	HUMAN RESOURCES	25,000	25,000					25,000				25,000	
<b>152 Total</b>				<b>25,000</b>	<b>25,000</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>0</b>
Refresh MDTs/Docking Hardware	IT	155	INFORMATION TECH	177,092	177,092										
End User Technology Replacement	IT	155	INFORMATION TECH	60,000	60,000		64,800	74,520	80,482	86,920	93,874	101,384	109,494	118,254	127,714
Asset Tracking System	IT	155	INFORMATION TECH	10,000	10,000		10,000								
Additional Access Controls	IT	155	INFORMATION TECH	40,000	20,000		40,000	20,000	20,000						
Mobile Technology Training EMS Lab	IT	155	INFORMATION TECH	20,000	20,000										
Hybrid Mtg Tech Setup - Old Water Rm	IT	155	INFORMATION TECH	120,000	120,000										
Mobile Device Management	IT	155	INFORMATION TECH	20,000	0		20,000								
Digital Forensic Computer, Server & Software / Fingerprinting Technology	IT	155	INFORMATION TECH		0										
End User Technology Replacement	IT	155	INFORMATION TECH		0										
Essential Software Updates	IT	155	INFORMATION TECH		0		50,000								
GIS - Imagery and Planimetric Update	IT	155	INFORMATION TECH		0			50,000							
GIS - Move Public App Site to Cloud	IT	155	INFORMATION TECH		0			68,000	50,000						
GIS - Plotter/Scanner Replacement	IT	155	INFORMATION TECH		0					12,500					
GIS LIDAR Project	IT	155	INFORMATION TECH		0					18,000					
Hardware & Software / Server Upgrades	IT	155	INFORMATION TECH		0		75,000	75,000	75,000	75,000					
Infrastructure Redesign & Upgrade	IT	155	INFORMATION TECH		0		25,000	25,000	25,000	25,000	25,000				
Internet Failover - FDHQ	IT	155	INFORMATION TECH		0		30,000								
Microsoft Azure Redesign & Upgrade	IT	155	INFORMATION TECH		0		75,000	20,000	20,000						
Municipal Fiber Additions/Improvements - Received Grant	IT	155	INFORMATION TECH		0										
Network Switches Replacements	IT	155	INFORMATION TECH		0		30,000	31,500	33,075	34,729	36,465	38,288	40,203	42,213	44,324
Network Upgrades	IT	155	INFORMATION TECH		0		50,500	54,035	57,817	61,865	66,195	70,829	75,787	81,092	86,768
Phone System Upgrades	IT	155	INFORMATION TECH		0			200,000							
Police Training Room Technology Upgrade	IT	155	INFORMATION TECH		0										
SonicWall Upgrades	IT	155	INFORMATION TECH		0		20,000	10,000	10,000						
Technology Wiring	IT	155	INFORMATION TECH		0		15,000	16,200	17,496	18,896	20,407	22,040	23,803	25,707	27,764
Town Camera Additions & Maintenance	IT	155	INFORMATION TECH		0		25,000	25,000							
Virtual Servers	IT	155	INFORMATION TECH		0				1,200,000						

Description	Dept	Dept #	Dept Name	FY 2025 Requested	FY 2025 Proposed	Nov. Blank or N	FY 2026 Program	FY 2027 Program	FY 2028 Program	FY 2029 Program	FY 2030 Program	FY 2031 Program	FY 2032 Program	FY 2033 Program	FY 2034 Program
Wireless Network Upgrades	IT	155	INFORMATION TECH		0		20,000	10,000	10,000						
		<b>155 Total</b>		447,092	407,092		550,300	679,255	1,548,870	382,910	241,941	232,541	249,287	267,266	286,570
Voting Booths	TC	161	TOWN CLERK		0						95,450				
		<b>161 Total</b>		0	0		0	0	0	0	95,450	0	0	0	0
Cedar Lake Herbicide Treatment	CD	171	CONSERVATION	26,500	26,500										
Peterson Farm Barn Demolition	CD	171	CONSERVATION	10,000	10,000										
Land Management - To Operating	CD	171	CONSERVATION	25,000	0										
Coastal Resiliency	CD	171	CONSERVATION		0										
Peterson Farm Barn Construction	CD	171	CONSERVATION					80,000							
Punch Bowl Improvements	CD	171	CONSERVATION		0										
Red Brook Rd Culvert Repair	CD	171	CONSERVATION		0										
Upper Coonamessett River Restoration	CD	171	CONSERVATION		0										
		<b>171 Total</b>		61,500	36,500		0	80,000	0	0	0	0	0	0	0
Historic Markers	PL	175	PLANNING BOARD	26,000	26,000										
Open Space & Recreation Plan ADA Transition	PL	175	PLANNING BOARD		0										
Scanning Project	PL	175	PLANNING BOARD					30,000							
Wayfinding Plan	PL	175	PLANNING BOARD		0										
Zoning Bylaw Recodification - Phase 2	PL	175	PLANNING BOARD		0		30,000								
		<b>175 Total</b>		26,000	26,000		30,000	30,000	0	0	0	0	0	0	0
Appeals Scanning Project	ZB	176	ZONING BOARD OF APPEALS	19,900	19,900										
		<b>176 Total</b>		19,900	19,900		0	0	0	0	0	0	0	0	0
HVAC Control Replacement - DPW	FAC	192	FACILITIES	160,000	160,000										
HVAC Control Replacement - Library	FAC	192	FACILITIES	171,000	171,000										
HVAC Control Replacement - Fire HQ	FAC	192	FACILITIES	176,000	176,000										
Animal Shelter Roof	FAC	192	FACILITIES		0										
Animal Shelter Side Wall and Trim	FAC	192	FACILITIES		0										
Building Maint Equipment Failure	FAC	192	FACILITIES		0		200,000	100,000	200,000	100,000	200,000				
Custodial Maintenance Equipment	FAC	192	FACILITIES		0										
DPW Boiler Replacement	FAC	192	FACILITIES					30,000							
DPW Entrance Door	FAC	192	FACILITIES		0										
DPW Exterior Paint	FAC	192	FACILITIES		0										
DPW Roof	FAC	192	FACILITIES		0										
DPW Security	FAC	192	FACILITIES		0										
E.F. Library Carpet Replacement	FAC	192	FACILITIES		0										
Facility Assessment Study	FAC	192	FACILITIES		0										
Main Library Chiller Replacement	FAC	192	FACILITIES				200,000								
Main Library Interior Paint	FAC	192	FACILITIES		0										
Main Library Roof - Design/Bid/Construction	FAC	192	FACILITIES		0		1,500,000								
Main Library Water Treatment	FAC	192	FACILITIES		0										
Main Library Windows - Phase 2	FAC	192	FACILITIES		0			400,000							
Main Street Fire Station Exterior Paint & Waterproof	FAC	192	FACILITIES		0			400,000							
Main Street Fire Station HVAC	FAC	192	FACILITIES		0										
Main Street Fire Station Roof	FAC	192	FACILITIES		0										
Plexiglass Replacement-Police Dept	FAC	192	FACILITIES		0										
Police Station Exterior Paint	FAC	192	FACILITIES		0										
Police Station Windows Trim Rehab	FAC	192	FACILITIES				200,000								
Rec Center Compressor Replacement	FAC	192	FACILITIES					50,000							
Rec Center Exterior Paint	FAC	192	FACILITIES		0										
Rec Center Exterior Wall Board	FAC	192	FACILITIES		0										
Rec Center Water Heater Replacement	FAC	192	FACILITIES					20,000							
Senior Center Dark Carpet Replacement	FAC	192	FACILITIES						15,000						
Senior Center Exterior Paint	FAC	192	FACILITIES							35,000					
Senior Center Interior Paint	FAC	192	FACILITIES					20,000							
Senior Center Light Carpet Replacement	FAC	192	FACILITIES				15,000								
Senior Center Walk-in Compressor Replacement	FAC	192	FACILITIES						10,000						
Senior Center Water Heater Replacement	FAC	192	FACILITIES							15,000					
Senior Center Water Heater Replacement (2)	FAC	192	FACILITIES							10,000					

Description	Dept	Dept #	Dept Name	FY 2025 Requested	FY 2025 Proposed	Nov. Blank or N	FY 2026 Program	FY 2027 Program	FY 2028 Program	FY 2029 Program	FY 2030 Program	FY 2031 Program	FY 2032 Program	FY 2033 Program	FY 2034 Program
Tony Andrews Farm Demolition & Construction	FAC	192	FACILITIES		0										
Town Hall Carpet Replacement-Expanded	FAC	192	FACILITIES		0										
Town Hall Ceiling Replacement	FAC	192	FACILITIES		0										
Town Hall Exterior Paint	FAC	192	FACILITIES		0								45,000		
Town Hall Roof	FAC	192	FACILITIES		0			750,000							
Town Hall Rubber Roof	FAC	192	FACILITIES		0										
Town Hall Window Replacement	FAC	192	FACILITIES		0			700,000							
Waterproof Exterior-Gus Canty	FAC	192	FACILITIES		0										
West Falmouth Fire Rehab	FAC	192	FACILITIES				250,000								
<b>192 Total</b>				507,000	507,000		2,365,000	2,470,000	225,000	160,000	200,000	0	45,000	0	0
Firearms Upgrade	PD	210	POLICE	200,753	200,753										
Vehicle Replacements	PD	210	POLICE	421,000	421,000		485,000	509,000	170,400	178,920	187,866	197,259	207,122	217,478	228,352
New Police Station Feasibility Study	PD	210	POLICE	100,000	100,000										
Accident Reconstruction Equipment	PD	210	POLICE		0										
Building Security	PD	210	POLICE		0				60,000						
Detective Vehicle	PD	210	POLICE		0			37,500				37,500			
Fingerprint Machine (Booking)	PD	210	POLICE							23,232					
Fingerprint Scanner (Central Records)	PD	210	POLICE							9,648					
Firearms (Shotguns)	PD	210	POLICE		0										
Ford F250	PD	210	POLICE		0										
Mobile Data Terminals	PD	210	POLICE		0					52,000					
Multi Space Parking Pay Stations	PD	210	POLICE		0						225,000				
New Police Station Construction or Renovation	PD	210	POLICE		0			28,000,000							
Office Furniture	PD	210	POLICE		0				15,000						
Police Building Exterior	PD	210	POLICE		0										
Police Vehicle Radios	PD	210	POLICE		0					120,000					
Security Cameras	PD	210	POLICE		0					150,000					
Body Worn Camera Replacement	PD	210	POLICE		0									730,000	
Security Gates	PD	210	POLICE		0				35,000						
SRO Vehicle	PD	210	POLICE		0										
Support Vehicle - Prisoner/Equipment	PD	210	POLICE		0						140,000				
Traffic Radar	PD	210	POLICE		0				35,000						
Vehicle Upgrades	PD	210	POLICE		0										
<b>210 Total</b>				721,753	721,753		485,000	28,546,500	315,400	533,800	552,866	234,759	207,122	947,478	228,352
Fire Engines and Equipment	FD	220	FIRE	1,300,000	1,300,000		200,000				1,700,000				
Chest Compression Devices	FD	220	FIRE	68,000	68,000										
Firefighting Foam Replacement	FD	220	FIRE	43,000	43,000										
Fire Equipment/Protective Gear (PPE & SCBA)	FD	220	FIRE	190,000	190,000		200,000		200,000	200,000				1,100,000	
Paramedic Vehicle (32)	FD	220	FIRE	90,000	90,000										
Chief Vehicle (C11)	FD	220	FIRE	80,000	0		80,000							90,000	
Ambulance Equipment	FD	220	FIRE		0										
Ambulances	FD	220	FIRE		0		525,000		575,000				600,000		
Back-Up Radio System	FD	220	FIRE		0										
Brush Breaker	FD	220	FIRE		0							500,000			
Deputy Chief Vehicle (C12)	FD	220	FIRE		0						90,000				
Dive Support Vehicle	FD	220	FIRE		0										
Driveway Replacements Main St & E Falmouth	FD	220	FIRE		0										
Emergency Generators	FD	220	FIRE		0		80,000							120,000	
EMS Supervisor Vehicle (C33)	FD	220	FIRE		0		65,000								
Fire Gear/Washer	FD	220	FIRE		0					40,000					
Fire Prevention Officer Vehicle (C13)	FD	220	FIRE		0			65,000						60,000	
Fire/Rescue Vehicle	FD	220	FIRE		0										
Forestry Vehicle	FD	220	FIRE		0			500,000							
FPI Vehicle (C14)	FD	220	FIRE		0			65,000						60,000	
Hose & Appurtenances	FD	220	FIRE		0								60,000		
Marine 1 Upgrades	FD	220	FIRE		0						600,000				
Mechanic Vehicle w/Plow (Car 29)	FD	220	FIRE		0				80,000						

Description	Dept	Dept #	Dept Name	FY 2025 Requested	FY 2025 Proposed	Nov. Blank or N	FY 2026 Program	FY 2027 Program	FY 2028 Program	FY 2029 Program	FY 2030 Program	FY 2031 Program	FY 2032 Program	FY 2033 Program	FY 2034 Program
Monitors/Defibrillators	FD	220	FIRE		0			235,000							
Paramedic Vehicle (34)	FD	220	FIRE		0										
Portable Radios	FD	220	FIRE		0										
Rescue Boat (RB1)	FD	220	FIRE		0										
Rescue Boat (RB2)	FD	220	FIRE		0			125,000							
SCBA - Self Contained Breathing Apparatus	FD	220	FIRE		0		600,000							800,000	
Shift Commander Vehicle (Car 28)	FD	220	FIRE		0					95,000					
Station Alerting System	FD	220	FIRE		0										
Station Design & Construction - 3 & 4	FD	220	FIRE		0				950,000	12,000,000					
Station Land Purchase - 3 & 4	FD	220	FIRE		0					1,000,000					
Utility Vehicle (C27)	FD	220	FIRE		0						55,000				
West Falmouth Station Improvements	FD	220	FIRE		0										
<b>220 Total</b>				1,771,000	1,691,000		1,750,000	990,000	1,805,000	13,335,000	2,445,000	500,000	660,000	2,230,000	0
Portable Radios (Police, Fire, DPW and MES)	CC	230	CONSOLIDATED COMM	250,000	250,000			262,500		275,625		289,406			
Radio System Replacement	CC	230	CONSOLIDATED COMM		0										
Replace Computer Aided Dispatch (CAD) System	CC	230	CONSOLIDATED COMM		0										
<b>230 Total</b>				250,000	250,000		0	262,500	0	275,625	0	289,406	0	0	0
Vehicle 1 - Director Vehicle - 2015 Interceptor	MES	295	MARINE & ENVIRON	59,800	59,800							60,000			
Boat Engines 106 (2)	MES	295	MARINE & ENVIRON	35,500	35,500								40,000		
Herring Run - Caleb's/Bog Pond	MES	295	MARINE & ENVIRON	54,100	54,100										
Dredging - Eel River Emb/Washburns	MES	295	MARINE & ENVIRON	145,750	145,750					115,000				115,000	
Aquaculture for Nitrogen Reduction	MES	295	MARINE & ENVIRON	450,000	450,000			4,000,000							
AED Replacement	MES	295	MARINE & ENVIRON		0		9,000				9,000				
Aids to Navigation/Lights	MES	295	MARINE & ENVIRON		0					10,000					
ATV Covered Trailer	MES	295	MARINE & ENVIRON		0			10,000							
ATV Replacement 4W	MES	295	MARINE & ENVIRON		0		15,000							15,000	
ATV Single Track	MES	295	MARINE & ENVIRON		0						17,000				
Boat Engine 105 Patrol	MES	295	MARINE & ENVIRON		0					40,000					
Boat Engine 107 Pump Out	MES	295	MARINE & ENVIRON		0		18,000						18,000		
Boat Engine 108 Marina	MES	295	MARINE & ENVIRON		0						8,000				
Boat Engine 109 (shellfish)	MES	295	MARINE & ENVIRON		0			12,000							
Boat Engines 104 (2)	MES	295	MARINE & ENVIRON		0				45,000						45,000
Boat New (Shellfish)	MES	295	MARINE & ENVIRON		0		65,000						65,000		
Boat Pump-out (107)	MES	295	MARINE & ENVIRON		0			120,000							
Boat Replacement (108)	MES	295	MARINE & ENVIRON		0			40,000							
Boat Replacement (109)	MES	295	MARINE & ENVIRON		0				45,000						45,000
Boat Trailers	MES	295	MARINE & ENVIRON		0						20,000				
Bulkhead - Main Marina Bulkhead	MES	295	MARINE & ENVIRON		0										
Bulkhead - New Simpsons	MES	295	MARINE & ENVIRON		0										
Bulkhead - Quissett	MES	295	MARINE & ENVIRON		0			310,000							
Bulkhead - Tide's Bulkhead	MES	295	MARINE & ENVIRON		0			885,000							
Bulkhead - Wild Harbor Bulkhead	MES	295	MARINE & ENVIRON		0							645,000			
Bulkhead / Dock - Main Marina 2822 LF	MES	295	MARINE & ENVIRON		0			1,241,800	4,967,200						
Bulkhead / Dock - Robbins /Davis 477LF	MES	295	MARINE & ENVIRON		0				210,000	840,000					
Coastal Pond Studies	MES	295	MARINE & ENVIRON		0										
Computers	MES	295	MARINE & ENVIRON		0		10,000		10,000		10,000		10,000		
Dinghy Racks	MES	295	MARINE & ENVIRON		0			20,000		20,000		20,000		20,000	
Dock - Eel Pond	MES	295	MARINE & ENVIRON		0					184,800					
Dock - Eel Pond Bridge	MES	295	MARINE & ENVIRON		0		35,200								
Dock - Great Harbor Dock	MES	295	MARINE & ENVIRON		0		2,800,000								
Dock - Green Pond Dock	MES	295	MARINE & ENVIRON		0					448,000					
Dock - Megansett	MES	295	MARINE & ENVIRON		0		150,000								
Dock - MH Fixed	MES	295	MARINE & ENVIRON		0				286,000						
Dock & Ramp - Great Harbor Dock & Ramp	MES	295	MARINE & ENVIRON		0										
Dog Pond Fencing	MES	295	MARINE & ENVIRON		0										
Dog Pond Flooring	MES	295	MARINE & ENVIRON		0										
Dredging - Annual Inlet/Engineering	MES	295	MARINE & ENVIRON		0		150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	
Dredging - Bournes Interior	MES	295	MARINE & ENVIRON		0										150,000

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Dredging - Eel River Menauhant	MES	295	MARINE & ENVIRON		0					3,000,000					
Dredging - Great Pond Emb	MES	295	MARINE & ENVIRON		0						150,000				
Dredging - Green Pond Emb	MES	295	MARINE & ENVIRON		0						150,000				
Dredging - Megansett Embayment	MES	295	MARINE & ENVIRON		0			120,000	2,050,000						
Dredging - Rand's Canal	MES	295	MARINE & ENVIRON		0							40,000			
Dredging - South Inlet P/E	MES	295	MARINE & ENVIRON		0										
Dredging - Waquoit Emb	MES	295	MARINE & ENVIRON		0				250,000						
Floats - Main Marina	MES	295	MARINE & ENVIRON		0			600,000							
Floats - Robbins Road	MES	295	MARINE & ENVIRON		0		150,000								
Floats/Ramp - Wild Harbor	MES	295	MARINE & ENVIRON		0										
Great Harbor Com P/E	MES	295	MARINE & ENVIRON		0										
Great Harbor Const	MES	295	MARINE & ENVIRON		0										
Herring Run - Bapitise 1 Pipe	MES	295	MARINE & ENVIRON		0			30,000							
Herring Run - Flax	MES	295	MARINE & ENVIRON		0		50,000								
Herring Run - Southview 14 Pipe	MES	295	MARINE & ENVIRON		0				75,000						
Marina Building Const	MES	295	MARINE & ENVIRON		0		50,000	500,000							
Marina Building Exp P/E	MES	295	MARINE & ENVIRON		0										
Marina Electrical Upgrades	MES	295	MARINE & ENVIRON		0		25,000		25,000		25,000		25,000		
Marina Generator	MES	295	MARINE & ENVIRON		0										
Marina Power Pedestals	MES	295	MARINE & ENVIRON		0										
Marina Restrooms	MES	295	MARINE & ENVIRON		0										
Marina Water Line	MES	295	MARINE & ENVIRON		0										
MPTC Police Academy	MES	295	MARINE & ENVIRON		0					12,000					12,000
Outhauls - Megansett	MES	295	MARINE & ENVIRON		0			35,000							
Patrol Boat Replacement (104)	MES	295	MARINE & ENVIRON		0								400,000		
Patrol Boat Replacement (105)	MES	295	MARINE & ENVIRON		0										250,000
Patrol Boat Replacement (106)	MES	295	MARINE & ENVIRON		0					225,000					
Patrol Boat Replacement (108) 18' Eastern	MES	295	MARINE & ENVIRON		0			40,000							
Radio Replacement	MES	295	MARINE & ENVIRON		0										
Ramp - Child's River	MES	295	MARINE & ENVIRON		0						650,000				
Ramp - Falmouth Inner	MES	295	MARINE & ENVIRON		0				750,000						
Ramp - Great Harbor WH	MES	295	MARINE & ENVIRON		0									150,000	
Ramp - Green Pond	MES	295	MARINE & ENVIRON		0					650,000					
Ramp - Harrington Street	MES	295	MARINE & ENVIRON		0							250,000			
Ramp - Megansett	MES	295	MARINE & ENVIRON		0					200,000					
Ramp - Waquoit Bay	MES	295	MARINE & ENVIRON		0								200,000		
Ramp - West Falmouth	MES	295	MARINE & ENVIRON		0										300,000
Remodel Restrooms	MES	295	MARINE & ENVIRON		0										
Security Cameras/Equipment	MES	295	MARINE & ENVIRON		0				25,000				25,000		
Shellfish - In Town Relay	MES	295	MARINE & ENVIRON		0										
Shellfish - In Town Relay	MES	295	MARINE & ENVIRON		0										
Shellfish Gear	MES	295	MARINE & ENVIRON		0				25,000			25,000			
Storage Shed Replacement	MES	295	MARINE & ENVIRON		0			30,000							30,000
Vehicle - Fork lift/lift truck	MES	295	MARINE & ENVIRON		0		14,000					14,000			
Vehicle - New Pickup Truck	MES	295	MARINE & ENVIRON		0										
Vehicle 2 - Dep Director Vehicle	MES	295	MARINE & ENVIRON		0					48,000					
Vehicle 3 - Truck 2021	MES	295	MARINE & ENVIRON		0				48,000						
Vehicle 4-F150 2017	MES	295	MARINE & ENVIRON		0		40,000						40,000		
Vehicle 5 - Animal Control Vehicle - 2019 Transit	MES	295	MARINE & ENVIRON		0			38,000							40,000
Vehicle 6 - 2019 F350 Maintenance Truck	MES	295	MARINE & ENVIRON		0				50,000						
Vehicle 7 - F150 New	MES	295	MARINE & ENVIRON		0						30,000				
Vessel Electronics Replacement	MES	295	MARINE & ENVIRON		0			20,000			25,000				
Waquoit Bay Channel P/E	MES	295	MARINE & ENVIRON		0										
Water Line Replacement	MES	295	MARINE & ENVIRON		0		50,000						50,000		
<b>295 Total</b>				745,150	745,150		3,631,200	8,201,800	9,011,200	5,942,800	1,244,000	559,000	1,668,000	532,000	790,000
Falmouth High School Landline Phone and PA System	SCH	300	SCHOOL	150,000	150,000										

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Climbing Tower Replacement - High School Curriculum	SCH	300	SCHOOL	150,000	150,000										
Falmouth High School Fiber Optic Cable & Cell Phone Mobile Infrastructure	SCH	300	SCHOOL	250,000	250,000										
NF Fire Alarm	SCH	300	SCHOOL	150,000	150,000										
Districtwide Van Purchases	SCH	300	SCHOOL	180,000	180,000		180,000	180,000	180,000	250,000	250,000	250,000	250,000	250,000	250,000
Districtwide Door Replacements	SCH	300	SCHOOL	60,000	60,000		60,000	60,000	60,000	75,000	75,000	75,000	75,000	75,000	75,000
Districtwide Cameras, Vape Detectors and FOBS	SCH	300	SCHOOL	30,000	30,000										
Districtwide Floor Repair & Replacement	SCH	300	SCHOOL	300,000	300,000		300,000	300,000	300,000	300,000	400,000	400,000	400,000	400,000	400,000
Mullen Hall Playground Repairs and Renovation	SCH	300	SCHOOL	250,000	250,000	N									
MH Repair Chimneys	SCH	300	SCHOOL	44,000	44,000										
FHS Skylight Engineering and Structural Study	SCH	300	SCHOOL	28,000	28,000										
Districtwide Exterior Painting	SCH	300	SCHOOL	100,000	100,000										
Lawrence School Engineering Class Ventilation System	SCH	300	SCHOOL	110,000	110,000										
EF Outdoor Learning Space	SCH	300	SCHOOL	35,000	35,000										
Districtwide Playground Mats	SCH	300	SCHOOL	30,000	30,000										
Admin Bldg. Boilers and Vents	SCH	300	SCHOOL		0						1,200,000				
Admin Bldg. Fire Alarm Upgrade	SCH	300	SCHOOL		0		250,000								
Admin Bldg. Project Adventure	SCH	300	SCHOOL		0										
Admin Bldg. Windows	SCH	300	SCHOOL		0										
District Wide School Safety, Security and Communications	SCH	300	SCHOOL		0										
Districtwide Building Assessment	SCH	300	SCHOOL		0										
Districtwide Classroom Reconfiguration	SCH	300	SCHOOL		0		100,000	100,000	100,000	100,000	100,000				
Districtwide Mobile Infrastructure	SCH	300	SCHOOL		0										
Districtwide Playgrounds	SCH	300	SCHOOL		0					250,000	250,000	250,000	250,000		
Districtwide Repairs/Painting	SCH	300	SCHOOL		0		50,000	50,000	50,000	100,000	100,000	100,000	100,000	100,000	
Districtwide Roof and AC	SCH	300	SCHOOL		0		3,388,150	4,301,982	3,500,000	1,500,000					
Districtwide Turf Replacement	SCH	300	SCHOOL		0										
Districtwide Windows	SCH	300	SCHOOL		0									1,000,000	
EF Controls and Univents	SCH	300	SCHOOL		0								600,000	600,000	600,000
EF Generator Upgrade	SCH	300	SCHOOL		0			102,775							
EF Interior Repairs (Walls, Painting, etc.)	SCH	300	SCHOOL		0										
EF Playgrounds	SCH	300	SCHOOL		0										
EF Preschool Playground Fencing	SCH	300	SCHOOL		0										
EF Windows/Painting	SCH	300	SCHOOL		0			250,000							
HS Chiller (Secondary)	SCH	300	SCHOOL		0										
HS Field	SCH	300	SCHOOL		0										
HS Floors/Windows	SCH	300	SCHOOL		0										
HS Roof Repairs and Replacements	SCH	300	SCHOOL		0										
HS Tennis Courts	SCH	300	SCHOOL		0										
Lawrence Cafeteria Roof	SCH	300	SCHOOL		0										
Lawrence Ceiling Tile / Floor	SCH	300	SCHOOL		0			450,000							
Lawrence Elevator	SCH	300	SCHOOL		0										
Lawrence Exterior Façade	SCH	300	SCHOOL		0										
Lawrence Granite Stairs	SCH	300	SCHOOL		0										
Lawrence Interior Repairs (Walls, Painting, etc.)	SCH	300	SCHOOL		0										
Lawrence Parking Lots (Lighting/Paving)	SCH	300	SCHOOL		0										
Lawrence Recurbing/Sidewalks	SCH	300	SCHOOL		0		750,000								
School Renovations	SCH	300	SCHOOL		0				135,000,000						
School Renovation Studies	SCH	300	SCHOOL		0		2,000,000								
Lawrence Stage Lighting	SCH	300	SCHOOL		0										
Lawrence Track	SCH	300	SCHOOL		0							750,000			
Lawrence Window Repairs	SCH	300	SCHOOL		0					20,000					

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MH Generator Upgrade	SCH	300	SCHOOL		0					125,000					
MH Interior Repairs (Walls, Painting, etc.)	SCH	300	SCHOOL		0										
MH Playgrounds	SCH	300	SCHOOL		0										
MP Alarm Upgrade	SCH	300	SCHOOL		0										
MP Controls and Univents	SCH	300	SCHOOL		0										
MP Façade front/back	SCH	300	SCHOOL		0										
MP Generator Upgrade	SCH	300	SCHOOL		0					125,000					
MP Interior Repairs (Walls, Painting, etc.)	SCH	300	SCHOOL		0										
MP Playgrounds	SCH	300	SCHOOL		0										
MP Replace Ceiling Tiles	SCH	300	SCHOOL		0										
MP Univent and Control Project	SCH	300	SCHOOL		0										
MP Windows/Floors/Doors	SCH	300	SCHOOL		0					450,000					
Mullen Hall & North Falmouth PA Systems	SCH	300	SCHOOL		0										
NF Boiler	SCH	300	SCHOOL		0										
NF Controls and Univents	SCH	300	SCHOOL		0										
NF Generator Upgrade	SCH	300	SCHOOL		0				300,000						
NF Interior Repairs (Walls, Painting, etc.)	SCH	300	SCHOOL		0										
NF Playgrounds	SCH	300	SCHOOL		0										
NF Windows/Floors/Doors	SCH	300	SCHOOL		0										
Systemwide (All Buildings)	SCH	300	SCHOOL		0										
Systemwide Design/Architect	SCH	300	SCHOOL		0										
Teaticket Exterior Painting	SCH	300	SCHOOL		0										
Tennis Courts	SCH	300	SCHOOL		0										
TT Generator Upgrade	SCH	300	SCHOOL		0		97,586								
TT Interior Repairs (Walls, Painting, etc.)	SCH	300	SCHOOL		0										
TT Playgrounds	SCH	300	SCHOOL		0										
TT Roof Repairs and Replacements	SCH	300	SCHOOL		0										
TT Windows	SCH	300	SCHOOL		0			300,000							
<b>300 Total</b>				1,867,000	1,867,000		7,175,736	6,094,757	139,490,000	3,295,000	2,375,000	1,825,000	1,675,000	2,425,000	1,325,000
Software License Renewals	ADM	411	DPW ADMIN & ENG	45,000	45,000										
Fleet Services Maintenance Facility Upgrade	ADM	411	DPW ADMIN & ENG		0										
House Demolition 630 Waquoit Highway	ADM	411	DPW ADMIN & ENG		0										
Metal Prefabrication Staff / Equipment Building	ADM	411	DPW ADMIN & ENG		0										
Private Road Taking	ADM	411	DPW ADMIN & ENG		0										
U/G Municipal Fuel Tank Removal & Replacement	ADM	411	DPW ADMIN & ENG		0										
Rivers/Pond Maintenance	ENG	411	DPW ADMIN & ENG	200,000	200,000		1,500,000	75,000							
Coastal Erosion	ENG	411	DPW ADMIN & ENG	180,000	180,000										
NPDES Compliance	ENG	411	DPW ADMIN & ENG	270,000	270,000		125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000
Cedar Lake Herbicide Treatment	ENG	411	DPW ADMIN & ENG		0										
Engineering & Survey Safety Equipment & Software	ENG	411	DPW ADMIN & ENG		0										
Nobska Bridge Replacement	ENG	411	DPW ADMIN & ENG		0										
Quissett And Sippewissett Speed Signs	ENG	411	DPW ADMIN & ENG		0										
Sippewissett Road Culvert Replacement	ENG	411	DPW ADMIN & ENG		0										
Transportation Engineering	ENG	411	DPW ADMIN & ENG		0										
Transportation Noise Study	ENG	411	DPW ADMIN & ENG		0										
Whites Landing Parking Lot Paving	ENG	411	DPW ADMIN & ENG		0										
Worcester Court and Spring Bars Road Traffic Improvements	ENG	411	DPW ADMIN & ENG		0										
<b>411 Total</b>				695,000	695,000		1,625,000	200,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000
Road Maint/Construction/Sidewalks	HWY	422	HIGHWAY	1,700,000	1,700,000		1,800,000	1,900,000	2,000,000	2,200,000	2,400,000	2,600,000	2,800,000	3,000,000	3,000,000
Bike Path Maintenance	HWY	422	HIGHWAY	90,000	90,000		90,000	100,000	100,000	150,000	150,000	150,000	200,000	200,000	210,000
Message Boards (2)	HWY	422	HIGHWAY		0										
Rod / Jet Trailer	HWY	422	HIGHWAY		0										
Salt Barn Roof Improvements	HWY	422	HIGHWAY					200,000							
<b>422 Total</b>				1,790,000	1,790,000		1,890,000	2,000,000	2,300,000	2,350,000	2,550,000	2,750,000	3,000,000	3,200,000	3,210,000
A-2 Ford Escape Plug-in Hybrid	ASS	426	FLEET SERVICES		0										

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Ford Ranger	BCH	426	FLEET SERVICES		0										
CC-1 Ford Explorer	CD	426	FLEET SERVICES	55,000	55,000										
CC1 Conservation Ford Explorer	CD	426	FLEET SERVICES		0										
E-2 Ford Explorer	ENG	426	FLEET SERVICES		0										
E-3 Ford Excursion Replace with Ford Transit	ENG	426	FLEET SERVICES		0										
F-1 Ford 150 Pickup	FAC	426	FLEET SERVICES		0										
F-40 Ford Transit Van	FAC	426	FLEET SERVICES		0										
F-41 Ford Ranger	FAC	426	FLEET SERVICES		0		35,000								
F-42 Ford F-150 Pickup Truck	FAC	426	FLEET SERVICES		0				78,000						
F-43 Ford Transit Connect Van	FAC	426	FLEET SERVICES		0										
H-26 Mack Dump Truck	HWY	426	FLEET SERVICES	347,000	347,000										
H-1 Ford F-350	HWY	426	FLEET SERVICES		0										
H-10 Ford F350 Pick-up Truck with Plow	HWY	426	FLEET SERVICES		0										
H-12 Ford F-350 Dump Truck	HWY	426	FLEET SERVICES		0										
H-13 Ford F-350 Dump Truck	HWY	426	FLEET SERVICES		0										
H-14 Ford F-350 Dump Truck	HWY	426	FLEET SERVICES		0										
H-17 F350 Dump	HWY	426	FLEET SERVICES		0			110,000							
H-19 Ford F-350 Dump Truck	HWY	426	FLEET SERVICES		0										
H-25 Peterbilt 6-Wheeler with Plow Sander	HWY	426	FLEET SERVICES		0					300,000					
H-27 Chevy Dump Truck	HWY	426	FLEET SERVICES		0										
H-28 Peterbilt 6-Wheeler	HWY	426	FLEET SERVICES		0		355,000								
H-42 5.5 Ton Excavator	HWY	426	FLEET SERVICES		0										
H-43 Bobcat T770	HWY	426	FLEET SERVICES		0										
H-46 Chevy 6-Wheeler Basin Truck	HWY	426	FLEET SERVICES		0										
H-47 Ford Tractor	HWY	426	FLEET SERVICES		0										
H-49 Bobcat S185	HWY	426	FLEET SERVICES		0		70,000								
H-5 Ford F-350 Utility Truck with Plow	HWY	426	FLEET SERVICES		0										
H-50 F550 Refuse Truck	HWY	426	FLEET SERVICES		0			200,000							
H-6 Ford F-350 Utility Truck	HWY	426	FLEET SERVICES		0										
H-60 Cam Tilt Deck Trailer	HWY	426	FLEET SERVICES		0										
H-64 Stepp Hotbox	HWY	426	FLEET SERVICES		0										
H-65 Trailer	HWY	426	FLEET SERVICES		0		14,000								
H-66 Trailer	HWY	426	FLEET SERVICES		0		14,000								
H-7 Shop Truck	HWY	426	FLEET SERVICES		0		162,000								
H-9 F350 Utility	HWY	426	FLEET SERVICES		0			95,000							
I-1 Ford Focus	INSP	426	FLEET SERVICES	43,500	0		43,500								
I-3 Ford Taurus	INSP	426	FLEET SERVICES	43,500	0		43,500								
I-2 Ford Escape Plug-in Hybrid	INSP	426	FLEET SERVICES		0					35,000					
I-7 Ford Escape Plug-in Hybrid	INSP	426	FLEET SERVICES		0										
I-9 Ford Focus	INSP	426	FLEET SERVICES		0					42,000					
P-40 Forestry Truck	PRK	426	FLEET SERVICES	397,000	397,000										
Forestry Equipment Package	PRK	426	FLEET SERVICES		0										
Log Loader/Trailer	PRK	426	FLEET SERVICES		0					85,000					
P-1 Ford Escape SUV	PRK	426	FLEET SERVICES		0					54,000					
P-11 F350 Dump	PRK	426	FLEET SERVICES		0			98,000							
P-13 Ford F-350 Flat Bed Pick-up Truck	PRK	426	FLEET SERVICES		0										
P-16 Ford F-350 Dump Truck	PRK	426	FLEET SERVICES		0										
P-17 Ford F-350 Dump Truck	PRK	426	FLEET SERVICES		0			96,000							
P-4 Ford F-350 Utility Truck	PRK	426	FLEET SERVICES		0										
P-41 Chipper	PRK	426	FLEET SERVICES		0										
P-42 Kubota Tractor	PRK	426	FLEET SERVICES		0										
P-46 Bobcat	PRK	426	FLEET SERVICES		0										
P-48 Toro Mower	PRK	426	FLEET SERVICES		0				120,000						
P-65 Trailer	PRK	426	FLEET SERVICES		0										
Replace Aerial Lift Truck Chipper	PRK	426	FLEET SERVICES		0										
Replace Mini Excavator	PRK	426	FLEET SERVICES		0										
Replace Skid steer	PRK	426	FLEET SERVICES		0										
Stump Grinder	PRK	426	FLEET SERVICES		0			60,000							
Tractor Attachments/Brush Cutting	PRK	426	FLEET SERVICES		0										

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Zero Turn Mowers (3)	PRK	426	FLEET SERVICES		0										
Ford Transit Cargo Van	REC	426	FLEET SERVICES		0										
D-11 Ranger	WM	426	FLEET SERVICES		0										
W-04 Ford F-150 Pickup Truck	WTR	426	FLEET SERVICES	70,000	70,000										
ATV All Terrain Utility Veh - Reservoir Patrol & Road Maint.	WTR	426	FLEET SERVICES		0										
Bobcat for Distribution Main Work / Services	WTR	426	FLEET SERVICES		0										
P-65 Trailer	WTR	426	FLEET SERVICES		0		14,000								
W-1 Ford Fusion Sedan	WTR	426	FLEET SERVICES		0			52,000							
W-11 Ford F-350 Utility Truck	WTR	426	FLEET SERVICES		0										
W-16 Ford F-350 Utility Truck	WTR	426	FLEET SERVICES		0										
W-2 Ford F-350 Utility Truck w Plow	WTR	426	FLEET SERVICES		0										
W-3 Ford F-350 Utility Truck	WTR	426	FLEET SERVICES		0										
W-40 Cat 420 Backhoe	WTR	426	FLEET SERVICES		0				160,000						
W-41 Caterpillar 420XE Backhoe	WTR	426	FLEET SERVICES		0										
W-46 Transit Van Meter Reader	WTR	426	FLEET SERVICES		0				50,000						
W-47 Ford Transit Van	WTR	426	FLEET SERVICES		0										
W-60 Trailer	WTR	426	FLEET SERVICES		0		32,000								
W-61 Trailer	WTR	426	FLEET SERVICES		0		16,000								
W-65 Utility Trailer	WTR	426	FLEET SERVICES		0										
S-3 F150 Pick Up	WW	426	FLEET SERVICES	70,000	0		70,000								
S-11 Ford F-350 Utility Truck	WW	426	FLEET SERVICES		0										
Sewer Cleaning (Vac-Jet) Truck	WW	426	FLEET SERVICES		0										
		<b>426 Total</b>		1,026,000	869,000		869,000	615,000	558,000	462,000	0	0	0	0	0
Accessibility Mats - to Schools	PRK	429	PARKS		0										
Aeration/Cultivation Package	PRK	429	PARKS		0										
Athletic Field Equipment Package	PRK	429	PARKS		0										
Athletic Field Maintenance - to Operating	PRK	429	PARKS		0										
Equipment Trailer	PRK	429	PARKS		0				25,000						
Excavator Package	PRK	429	PARKS		0			80,000							
H-52 Morbark Chipper	PRK	429	PARKS		0										
Irrigation Clocks Upgrades	PRK	429	PARKS		0										
Turf Tank Pro Package - to Operating	PRK	429	PARKS		0										
Urban Forest Reforestation Plan	PRK	429	PARKS		0		25,000			25,000			30,000		30,000
Utility Vehicle	PRK	429	PARKS		0		40,000								
Ventrac Tractor	PRK	429	PARKS		0			75,000							
Watering Trailer	PRK	429	PARKS		0		20,000								
Wing Mower	PRK	429	PARKS		0				200,000						
		<b>429 Total</b>		0	0		85,000	155,000	225,000	25,000	0	0	30,000	0	30,000
CWMP for Remaining Nitrogen Sensitive Areas	WW	440	WASTEWATER		0		350,000	300,000	300,000						
Construction - Great Pond Phase 1: Teaticket Path Peninsula and Northeast Maravista Sewers and Discharge - <b>April Town Meeting 2025</b>	WW	440	WASTEWATER	60,000,000	60,000,000	N									
Design - Great Pond Phase 2: Acapesket Collection System	WW	440	WASTEWATER		0					6,500,000					
Construction - Great Pond Phase 2: Acapesket Collection System	WW	440	WASTEWATER		0						65,000,000				
Design - Vineyard Sound Watersheds - Next Phase	WW	440	WASTEWATER		0								7,500,000		
Construction - Vineyard Sound Watersheds - Next Phase	WW	440	WASTEWATER		0									75,000,000	
Outfall - Data Collection and Permitting Phase 1 - Expanded	WW	440	WASTEWATER	430,000	430,000										
Outfall - Permitting Phase 2	WW	440	WASTEWATER		0		750,000								
Design - Outfall & Force Main	WW	440	WASTEWATER		0			8,000,000							
Construction - Outfall Force Main	WW	440	WASTEWATER		0				41,000,000						
Construction - Outfall	WW	440	WASTEWATER		0					39,000,000					

Description	Dept	Dept #	Dept Name	FY 2025 Requested	FY 2025 Proposed	Nov. Blank or N	FY 2026 Program	FY 2027 Program	FY 2028 Program	FY 2029 Program	FY 2030 Program	FY 2031 Program	FY 2032 Program	FY 2033 Program	FY 2034 Program
Wastewater System Equipment Rehab/Replace	WW	440	WASTEWATER	125,000	125,000		325,000	325,000	325,000	425,000	425,000	425,000	425,000	425,000	425,000
Design-Woods Hole V. & Trunk River Force Main Impr	WW	440	WASTEWATER		0		1,500,000								
Constr-Woods Hole V. & Trunk River Force Main Impr	WW	440	WASTEWATER		0			15,000,000							
Rehabilitate Open Sand Beds 10-13	WW	440	WASTEWATER		0		500,000								
Rehabilitate NSB Infiltration Area	WW	440	WASTEWATER		0		200,000								
Design-Sewer System & Lift Station Resiliency Impr	WW	440	WASTEWATER		0				400,000				400,000		
Constr-Sewer System & Lift Station Resiliency Impr	WW	440	WASTEWATER		0					5,000,000					5,000,000
Rehabilitate Gravity Sewers - I/I Reduction	WW	440	WASTEWATER		0						700,000			700,000	
Jones Palmer Force Main Structure Replacements	WW	440	WASTEWATER		0				2,000,000						
Electrical & Other Upgrades - Existing Lift Stations	WW	440	WASTEWATER		0					900,000					900,000
Construction-Alternative Nutrient Reduction Tech	WW	440	WASTEWATER		0										
Design - Alternative Nutrient Reduction Technology	WW	440	WASTEWATER		0										
SCADA Communication Upgrades	WW	440	WASTEWATER		0										
<b>440 Total</b>				60,555,000	60,555,000		3,625,000	23,625,000	44,025,000	51,825,000	66,125,000	425,000	8,325,000	76,125,000	6,325,000
Water Meters	WTR	450	WATER	425,000	425,000		350,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	
Water Mains	WTR	450	WATER	3,000,000	3,000,000		3,182,700	3,278,181	3,376,526	3,477,822	3,582,157	3,689,622	3,800,310	3,914,320	4,031,749
Air Stripping Tower	WTR	450	WATER	450,000	450,000					100,000					100,000
Leak Detection Survey	WTR	450	WATER	100,000	100,000		120,000	120,000							
Upgrades: Wells, Water Tanks, MMR & CPWTP	WTR	450	WATER	200,000	200,000		200,000	200,000	200,000				200,000	200,000	200,000
Backflow/Survey Testing	WTR	450	WATER	200,000	200,000										
Meter Reading Software	WTR	450	WATER	50,000	50,000										
Long Pond Dehumidification	WTR	450	WATER	50,000	50,000			50,000	500,000						
Media Replacement CPTP Carbon	WTR	450	WATER	250,000	250,000										200,000
CPWTP Roof Replacement	WTR	450	WATER	90,000	90,000										
3rd Lagoon at LP Water Treatment Plant	WTR	450	WATER	100,000	100,000		0	1,000,000							
AMI Automatic Meter Reading/Advance Meter Infrastructure	WTR	450	WATER		0										
Backflow Survey	WTR	450	WATER		0										
Distribution Storage Building Constr. (Design Complete)	WTR	450	WATER		0										
Land Purchase for Drinking Water Protection	WTR	450	WATER	323,750	323,750	N									
Media Replacement Long Pond	WTR	450	WATER		0		600,000								
New Source & Tank Development (Air Force Paid)	WTR	450	WATER		0										
New Supervisor Truck Distribution	WTR	450	WATER		0										
Process Equipment Replacement	WTR	450	WATER		0		150,000								
Residuals Disposal	WTR	450	WATER		0				400,000				400,000		
Tech Park Tank Painting	WTR	450	WATER		0										
Water Dist. System Rehabilitation	WTR	450	WATER		0										
Water Mains Rehabilitation - Design	WTR	450	WATER		0		200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
Water shed protection plan	WTR	450	WATER		0										
Wells, Connecting Mains, Treatment Plant	WTR	450	WATER		0					200,000	200,000	200,000	200,000	200,000	200,000
<b>450 Total</b>				5,238,750	5,238,750		4,802,700	5,098,181	4,926,526	4,227,822	4,232,157	4,339,622	5,050,310	4,764,320	4,931,749
Town Hall Entry Door to Promote Accessibility	CG	560	DISABILITIES COMMISSION	10,000	10,000										0
<b>560 Total</b>				10,000	10,000		0	0	0	0	0	0	0	0	0
E Falmouth Branch Carpet Replacement	LIB	610	LIBRARY		0										
East Falmouth Library Renovate or Replace	LIB	610	LIBRARY		0			6,000,000							
<b>610 Total</b>				0	0		0	6,000,000	0	0	0	0	0	0	0
Indoor Basketball Hoop Repairs	REC	692	RECREATION	18,000	18,000										

Description	Dept	Dept #	Dept Name	FY 2025 Requested	FY 2025 Proposed	Nov. Blank or N	FY 2026 Program	FY 2027 Program	FY 2028 Program	FY 2029 Program	FY 2030 Program	FY 2031 Program	FY 2032 Program	FY 2033 Program	FY 2034 Program
<b>692 Total</b>				18,000	18,000		0	0	0	0	0	0	0	0	0
John Neil Baseball Complex - Phase 2	REC	630	RECREATION	2,500,000	2,500,000	N									
Replace Carpet Recreation Office Center Office/Second Floor	REC	630	RECREATION	42,000	42,000										
Teen Center Carpet/Soundproofing	REC	630	RECREATION	36,000	36,000										
Admin Softball Lights (Materials Only)	REC	630	RECREATION		0										
Design & Engineering for 2 new softball fields	REC	630	RECREATION		0										
Disc Golf Site Study, Design, and Engineering	REC	630	RECREATION		0			50,000							
Equipment for Rec Center	REC	630	RECREATION		0										
Exercise Stations at Trotting Park	REC	630	RECREATION		0		100,000								
Field Turf - Sandwich Road	REC	630	RECREATION		0										
Fix Fields at Trotting Park & Sandwich Rd	REC	630	RECREATION		0										
Ford Transit Cargo Van	REC	630	RECREATION		0										
Frisbee Golf Course	REC	630	RECREATION		0				50,000						
Gazebos at Trotting Park and Sandwich Road	REC	630	RECREATION		0		100,000								
Handicap Access to Trotting Park & Sandwich Rd	REC	630	RECREATION		0										
Lawrence & Swift Park Tennis Court Repainting	REC	630	RECREATION		0										
Lawrence School Tennis Courts Electronic Access Clock	REC	630	RECREATION		0										
New Athletic Field - Construction	REC	630	RECREATION						1,750,000		1,925,000				
New Athletic Field - Design	REC	630	RECREATION					100,000		120,000					
New Athletic Field at Sandwich Road Fields	REC	630	RECREATION		0										
Old Skate Park	REC	630	RECREATION	0	0										
Pickleball Courts	REC	630	RECREATION	0	0			2,600,000							
Playground Rehabilitations/Replacements	REC	630	RECREATION	0	0		450,000		477,000		250,000			250,000	
Playgrounds at Sandwich Rd & Trotting Park	REC	630	RECREATION		0										
Repaint Tennis Court Surface at Swift Park	REC	630	RECREATION		0										
Repair Rec Center Outside Basketball Court	REC	630	RECREATION		0			250,000							
Replace Basketball rims and backboards	REC	630	RECREATION		0										
Replace Gym Floor	REC	630	RECREATION		0										
Sandwich Rd Playground	REC	630	RECREATION		0									40,000	
Security Cameras	REC	630	RECREATION		0										
Skate Park	REC	630	RECREATION		0										
Tennis Courts	REC	630	RECREATION		0										
Trotting Park Parking Lot Upgrade	REC	630	RECREATION		0										
Turf Field - Construction	REC	630	RECREATION				2,600,000								
Turf Field - Design and Engineering	REC	630	RECREATION	50,000	50,000										
<b>630 Total</b>				2,628,000	2,628,000		3,250,000	2,950,000	2,277,000	170,000	250,000	1,925,000	0	290,000	0
Portable Restrooms	BCH	632	BEACH	200,000	200,000										
Beach Facilities Study	BCH	632	BEACH		0										
Beach Management Plan	BCH	632	BEACH		0										
Beach Profile Surveys	BCH	632	BEACH		0		17,000		17,500		18,000		18,500		19,000
Beach Signs	BCH	632	BEACH		0										
Electronic Message Sign Boards	BCH	632	BEACH		0					40,000					
Ford F150	BCH	632	BEACH		0				45,000						
Handicap Mats	BCH	632	BEACH		0										
Old Silver Beach (Public & Resident) Bathhouse Windows	BCH	632	BEACH		0										
Parking Attendant Booths	BCH	632	BEACH		0										
Surf Drive, Ellen T Mitchell Bathhouse Windows	BCH	632	BEACH		0										
Surf Rake	BCH	632	BEACH		0										
<b>632 Total</b>				200,000	200,000		17,000	0	17,500	45,000	58,000	0	18,500	0	19,000
<b>Grand Total</b>				81,898,145	80,646,145		33,450,936	90,432,993	220,121,496	84,439,957	82,018,414	14,465,328	22,329,219	92,191,064	18,548,671

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Town Managers	<b>Submitted/Prepared By:</b>	Diane Davidson	<b>Unique Dept Priority # (1-X):</b>	1
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<b>Project Title/Description:</b>	Agenda / Board and Committee Software				
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<b>Estimated Costs (attach additional information including the quote)</b>		
<b>Capital:</b>	<b>Cost</b>	<b>Comments</b>
<i>Equipment</i>		
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>	26,000	
<i>Contingency</i>		
<b>Total Capital</b>	<b>26,000</b>	

<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>
<i>FY 2025</i>	26,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Y**

Department of Public Works Assistance Required (Y/N)? **Y**

<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>
<i>Personnel</i>		
<i>Expense</i>		20,185
<i>Other</i>		
<b>Total O &amp; M</b>	-	<b>20,185</b>

<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	-	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**

Implement a solution that enables Town Manager's Office to easily manage agendas, minutes, and public meetings, while providing the public with improved transparency and access to the meeting process. This system will facilitate submission of agenda materials by staff across departments and reduce time spent by Town Manager's Office staff assembling the meeting packets which routinely include 20+ documents total hundreds of pages for a single meeting.

<https://www.civicplus.com/agenda-meeting-management/>

**Project Manager(s):** Mike Renshaw

**Select Board Strategic Plan:** VI. Organizational Effectiveness & Community Engagement

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Town Management	<b>Submitted/Prepared By:</b>	Mike Renshaw/ Peter Johnson- Staub	<b>Unique Dept Priority # (1-X):</b>	2
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<b>Project Title/Description:</b>	Department Study
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Estimated Costs (attach additional information including the quote)		
Capital:	Cost	Comments
<i>Equipment</i>	60,000	
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>60,000</b>	

Estimated Cash Flow:	Capital	O&M
<i>FY 2025</i>	60,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Y**

Department of Public Works Assistance Required (Y/N)? **Y**

O & M Costs:	One Time	Annual/Ongoing
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	<b>-</b>	<b>-</b>

Available/Potential Funds:	Amount	Comment
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	<b>-</b>	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**

As part of an ongoing effort to pursue improvements in operation effectiveness and efficiency, the Town Manager seeks funding to retain an independent management consultant to evaluate one department and provide recommendations for improvement. Such studies assess staffing levels, organizational structure, management practices, benchmarking against other organizations, and best practices.

A study of the Emergency Communications Division is underway and scheduled to be completed by the end of the calendar year.

**Project Manager(s):** Mike Renshaw/Peter Johnson-Staub

**Select Board Strategic Plan:** VI. Organizational Effectiveness & Community Engagement

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Town Managers	<b>Submitted/Prepared By:</b>	Peter Johnson-Staub	<b>Unique Dept Priority # (1-X):</b>	3
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<b>Project Title/Description:</b>	Utility Room Conversion to Office				
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<b>Estimated Costs (attach additional information including the quote)</b>		
<b>Capital:</b>	<b>Cost</b>	<b>Comments</b>
<i>Equipment</i>	100,000	
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>100,000</b>	

<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>
<i>FY 2025</i>	100,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Y**

Department of Public Works Assistance Required (Y/N)? **Y**

<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	-	-

<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	-	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**

There is a room on the upper level of Town Hall that contains HVAC equipment no longer in use following the conversion to VRF (variable refrigerant flow) system. The funds requested will be used to decommission the unused equipment and install lighting, network cables, sheetrock, furnishings and other improvements required to convert this unused space into an office. This additional office space is needed to create more effective work space for presently budgeted positions.

**Project Manager(s):** Jed Cornock Planning / Gary Street Building

**Select Board Strategic Plan:** VI. Organizational Effectiveness & Community Engagement

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Falmouth Country Club	<b>Submitted/Prepared By:</b>	Ry Mutti	<b>Priority #</b>	1
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**Project Title/Description:** Pesticide - Fertilizer Storage Container

Estimated Costs (attach additional information if available)		
Capital:	Cost	Comments
<i>Equipment</i>	65,000	
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Other</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>65,000</b>	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**  
 Pesticide Storage Container.  
 Replace existing structure with a prefab container.  
 Our pesticide storage is not up to code with Massachusetts state law.



Estimated Cash Flow:	Capital	O&M
<i>FY 2024</i>	65,000	
<i>FY 2025</i>		
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
For Free Cash Articles- able to complete in 3 Years (Y/N)?		

O & M Costs:	One Time	Annual/Ongoing
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	<b>0</b>	<b>0</b>

Available/Potential Funds:	Amount	Comment
<i>Department Articles to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	<b>0</b>	

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Falmouth Country Club	<b>Submitted/Prepared By:</b>	Ry Mutti	<b>Priority #</b>	1
<b>Project Title/Description:</b>	Replace Above Ground Gas Tanks				

Estimated Costs (attach additional information if available)		
Capital:	Cost	Comments
<i>Equipment</i>	140,000	
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Other</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>140,000</b>	

Estimated Cash Flow:	Capital	O&M
<i>FY 2024</i>		
<i>FY 2025</i>		
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Y**

O & M Costs:	One Time	Annual/Ongoing
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	<b>0</b>	<b>0</b>

Available/Potential Funds:	Amount	Comment
<i>Department Articles to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	<b>0</b>	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**

Replace two Above ground 1000 gallon gas tanks.  
 Dismantle and remove old tanks, replace with new tanks.  
 The gas tanks are 25 years old and showing signs of deterioration.



**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Town Manager Office	<b>Submitted/Prepared By:</b>	Stephanie Madsen, Sustainabil	<b>Unique Dept Priority # (1-X):</b>	1
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<b>Project Title/Description:</b>	Rooftop Solar at East Falmouth Fire Station
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Estimated Costs (attach additional information including the quote)		
Capital:	Cost	Comments
<i>Equipment</i>		
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>	55,000	solar rooftop installation- labor + portion materials
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>55,000</b>	

Estimated Cash Flow:	Capital	O&M
<i>FY 2025</i>	55,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Y**

Department of Public Works Assistance Required (Y/N)? **N**

O & M Costs:	One Time	Annual/Ongoing
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	<b>-</b>	<b>-</b>

Available/Potential Funds:	Amount	Comment
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>	11,250	IRA Direct/Elective Pay payment a year after completion
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	<b>11,250</b>	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**  
 The capital request is for rooftop Solar installation at the East Falmouth Fire Station - 505 : 32.8 kw DC system. Solar installations help meet our Green Communities designation by decreasing our greenhouse gas emissions and reliance on fossil fuels.  
 The solar cost estimate is primarily for labor costs. There are 78 solar panels which the Town already owns. These were originally purchased for the new Hatchville Fire Station but could not be used due to regulatory restrictions at the time. The price includes installation and solar inverters. Repurposing the 78 panels to another fire station allows us show our commitment to renewable energy, save money, and increase resiliency. Return on Investment is 3 years.



**Project Manager(s):** Stephanie Madsen, Sustainability Coordinator

**Select Board Strategic Plan:** This project falls within section II. Energy & Water Conservation and Sustainability, "explore and implement municipal sites for alternative energy." And "consider ground mounted and rooftop solar installations."

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Human Resources	<b>Submitted/Prepared By:</b>	Susan Lumping	<b>Priority #</b>	1
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<b>Project Title/Description:</b>	Compensation / Classification Study				
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Estimated Costs (attach additional information if available)		
Capital:	Cost	Comments
<i>Equipment</i>		
<i>Maintenance</i>		
<i>Planning/Study</i>	25,000	
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>25,000</b>	

Estimated Cash Flow:	Capital	O&M
<i>FY 2024</i>		
<i>FY 2025</i>		
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Y**

For Free Cash Articles- able to complete in 3 Years (Y/N)? **N**

O & M Costs:	One Time	Annual/Ongoing
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	<b>0</b>	<b>0</b>

Available/Potential Funds:	Amount	Comment
<i>Department Articles to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	<b>0</b>	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**

The Human Resources Department is requesting funding for a Compensation/Classification Study for particular positions and unions. The purpose of the Compensation/Classification Study is to evaluate the Town of Falmouth's current position within the salary market, ensure job descriptions are up to date, identify internal equity issues and to re-evaluate the current classification system. The study will provide insight and recommendations as to whether the Town's current compensation structure and position within the market is effective or in need of adjustments. The study will also include the evaluation of select job descriptions and the potential need to perform edits and/or major re-writes to improve the effectiveness of the documents as primary sources of information for recruitment, setting clear performance expectations and retention.

**Project Manager:** Susan Lumping, Human Resources Director

**Connection to Select Board Strategic Plan:** III. Financial and Economic Stability

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Information Technology	<b>Submitted/Prepared By:</b>	Dawn Lewis	<b>Priority #</b>	1
<b>Project Title/Description:</b>	Refresh Mobile Data Terminals (MDTs) and required docking hardware				
<b>Estimated Costs</b>	177,092				
<b>Capital:</b>	<b>Cost</b>	<b>Comments</b>			
<i>Equipment</i>	177,092				
<i>Maintenance</i>					
<i>Planning/Study</i>					
<i>Design</i>					
<i>Construction</i>					
<i>Land Acquisition</i>					
<i>Other</i>					
<i>Contingency</i>					
<b>Total Capital</b>	<b>177,092</b>				
<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>			
<i>FY 2025</i>	177,092				
<i>FY 2026</i>					
<i>FY 2027</i>					
<i>FY 2028</i>					
<i>FY 2029</i>					
<i>FY 2030</i>					
<i>FY 2031</i>					
<i>FY 2032</i>					
<i>FY 2033</i>					
For Free Cash Articles- able to complete in 3 Years (Y/N)? Y					
Department of Public Works Assistance Required (Y/N)? N					
<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>			
<i>Personnel</i>					
<i>Expense</i>					
<i>Other</i>					
<b>Total O &amp; M</b>	<b>0</b>	<b>0</b>			
<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>			
<i>Department Articles to Re-appropriate</i>					
<i>Bond Proceeds Unspent</i>					
<i>Federal Grant</i>					
<i>State Grant</i>					
<i>CPA</i>					
<b>Total Available</b>	<b>0</b>				

<b>Project Description / Project Management / Connection to Select Board Strategic Plan:</b>
<p><b>Project Description:</b>                  Replace end-of-life devices in police cars. Current MDTs are exceeding 6 years old and need replacement to provide reliable equipment to officers in the field. The MDTs are showing their age with hardware issues.</p> <p>The current MDTs we have been investigating are state-of-the art in communication systems that basically turn police vehicles into mobile police stations. Police depend on reliable, secure, connected mobile data computers.</p> <p>Officers on patrol now have access to all the information they need to do their jobs without having to rely on dispatch. These updated PCs will offer advanced onboard technology that is always online, so police are kept well-informed about what's going on around town and can easily access police databases from anywhere.</p> <p>Because these communications systems are considered the lifeline of the police car, we need to purchase the most durable, versatile, and reliable equipment available to ensure that officers on patrol always remain in touch and working.</p> <p>From shifting to digital policing, enhancing communication and data analysis capabilities, and enabling mobile and flexible operations, police laptops empower officers to perform their duties more effectively. These devices have also significantly impacted crime-solving, expediting investigations, and improving accuracy in crime scene analysis.</p> <p>As the future unfolds, the integration of predictive policing and artificial intelligence holds immense potential but also brings forth new challenges that must be carefully navigated. Law enforcement agencies must continually embrace technological advancements and maintain a proactive approach to harnessing the benefits that police laptops offer in the pursuit of justice.</p> <p><b>Implications of deferring the project:</b> Public Safety issue.                  Equipment is showing signs of aging and can pose an officer safety issue for officers. Replacing these MDTs is of the highest priority as it represents the critical link of communication between the individual officer and the police communications dispatch center, which all too often proves to be a life safety as well as a public safety issue. Maintaining this level of communication is essential to providing the public with the demands of its police. Newer equipment is severely needed to update and equip the Town of Falmouth Police officers with this essential mode of communication.</p> <p>This request also takes a high priority, as the useful life of this equipment is greatly decreased by the amount of use it gets as a 24-hour, 7-day-a-week operation. As a result, this equipment is exposed to the danger of catastrophic system failure, which, if it occurs, would severely handicap police operations. By maintaining a level of current, newer equipment, the department can be assured of a healthy, properly functioning network.</p> <p>Crashes and system downtime. Increased costs of maintaining antiquated systems. Security holes.</p> <p>IT will be overseeing the project management and the purchasing and implementation of the hardware.</p> <p><b>Project Manager:</b> Dawn Lewis</p>

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Information Technology	<b>Submitted/Prepared By:</b>	Dawn Lewis	<b>Priority #</b>	2
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<b>Project Title/Description:</b>	End User Technology Replacement				
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<b>Estimated Costs</b>	<b>60,000</b>
<b>Capital:</b>	<b>Cost</b>
<i>Equipment</i>	60,000
<i>Maintenance</i>	
<i>Planning/Study</i>	
<i>Design</i>	
<i>Construction</i>	
<i>Land Acquisition</i>	
<i>Other</i>	
<i>Contingency</i>	
<b>Total Capital</b>	<b>60,000</b>

<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>
<i>FY 2025</i>	60,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)?	Y
Department of Public Works Assistance Required (Y/N)?	N

<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	<b>0</b>	<b>0</b>

<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>
<i>Department Articles to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	<b>0</b>	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**  
 Desktop Replacement Plan. Town computer equipment replacement on a 4 year cycle. Department Heads and staff have been requesting laptops to allow for remote work.

Unit Costs Laptop Setup - Mobility / Productivity:

Dock Station - \$207.00  
 Latitude - Laptop - \$1,418.92  
 Monitor - \$160.00

Unit Costs Desktop Setup:

OptiPlex Micro - \$996.20  
 Monitor - \$160.00

Computer Technology must be periodically replaced due to aging equipment and technology. Includes replacement of computers, monitors, stand alone printers for the entire Town except for Library but including Police and Fire.

**Implications of deferring the project:**

Some applications wont be able to run on future operating systems. Crashes and system downtime. Increased costs of maintaining antiquated systems. Security holes.

IT will be overseeing the project management and the purchasing and implementation of the hardware.

**Project Manager:** Dawn Lewis

**Connection to Select Board Strategic Plan:** III. Financial and Economic Stability

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Information Technology	<b>Submitted/Prepared By:</b>	Dawn Lewis	<b>Priority #</b>	3
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<b>Project Title/Description:</b>	Asset Tracking System
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<b>Estimated Costs</b>	<b>10,000</b>
<b>Capital:</b>	<b>Cost</b> <b>Comments</b>
<i>Equipment</i>	10,000
<i>Maintenance</i>	
<i>Planning/Study</i>	
<i>Design</i>	
<i>Construction</i>	
<i>Land Acquisition</i>	
<i>Other</i>	
<i>Contingency</i>	
<b>Total Capital</b>	<b>10,000</b>

<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>
<i>FY 2025</i>	10,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		
<b>For Free Cash Articles- able to complete in 3 Years (Y/N)?</b>	Y	
<b>Department of Public Works Assistance Required (Y/N)?</b>	N	

<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	<b>0</b>	<b>0</b>

<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>
<i>Department Articles to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	<b>0</b>	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**  
 Asset Tracking Software/Hardware will allow the Town IT assets to be easily assigned and tracked to either a location or person. The system retains records of usage, maintenance, and history of assets. Everything is logged using a barcode-scanning system via a standardized check in/out process. Keeping a historical data-trail for each asset helps to locate assets when needed, reduces disruptions in operations, and avoids the expense of purchasing unnecessary replacements.

There has been continued growth in Town assets in recent years.

**Implications of deferring the project:**  
 Currently don't have a system in place. This is a manual process generating paper and is labor intensive. IT must physically inventory each device.

**Project Management:** Dawn Lewis

**Connection to Select Board Strategic Plan:** III. Financial and Economic Stability

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Information Technology	<b>Submitted/Prepared By:</b>	Dawn Lewis	<b>Priority #</b>	4
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<b>Project Title/Description:</b>	Installation of additional Access Controls located at Falmouth PD, FDHQ and TH				
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Estimated Costs (attach additional information if available)		
Capital:	Cost	Comments
<i>Equipment</i>	20,000	
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Other</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>20,000</b>	

Estimated Cash Flow:	Capital	O&M
<i>FY 2025</i>	20,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)?	Y
Department of Public Works Assistance Required (Y/N)?	

O & M Costs:	One Time	Annual/Ongoing
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	<b>0</b>	<b>0</b>

Available/Potential Funds:	Amount	Comment
<i>Department Articles to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	<b>0</b>	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

Project Description:  
 Install of additional Access Controls located at Falmouth PD, FDHQ and TH

Work will include all labor, cable, coring, required equipment, programming, project management, insurances and permits to successful complete the installation of this project for the Falmouth Police Station, Falmouth Fire Headquarters and Falmouth Town Hall. This will include installing additional access controls at (1) doors at the Falmouth Police Station and (2) doors at the Falmouth Fire Station and (3) at the Falmouth Town Hall.

The Town of Falmouth currently has in place a system access control system but needs to add more physical access controls. This will allow us an additional security to regulate who or what can view or use resources in a computing environment. It is a fundamental concept in security that minimizes risk to the Town of Falmouth.

Implications of deferring the project:

6 doors are currently available to anyone who has a key. No monitoring of who is entering these rooms that should be secured.

Project Management: Dawn Lewis

Connection to Select Board Strategic Plan: IV. Health and Public Safety  
 III. Financial and Economic Stability

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Information Technology	<b>Submitted/Prepared By:</b>	Dawn Lewis	<b>Priority #</b>	5
<b>Project Title/Description:</b>	EMS Training Room - Mobile Technology				

<b>Estimated Costs</b>	<b>20,000</b>
<b>Capital:</b>	<b>Cost</b>
<i>Equipment</i>	20,000
<i>Maintenance</i>	
<i>Planning/Study</i>	
<i>Design</i>	
<i>Construction</i>	
<i>Land Acquisition</i>	
<i>Other</i>	
<i>Contingency</i>	
<b>Total Capital</b>	<b>20,000</b>

<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>
<i>FY 2025</i>	20,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		
For Free Cash Articles- able to complete in 3 Years (Y/N)?		Y

<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	<b>0</b>	<b>0</b>

<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>
<i>Department Articles to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	<b>0</b>	

<b>Project Description / Project Management / Connection to Select Board Strategic Plan:</b>
<p><u><b>Project Description:</b></u>  <b>Emergency Operations Center / EMS Training Room Mobile Technology</b>                  Provides computer capabilities for the Emergency Operations Center personnel staff from throughout the Town and as needed for County, State and Federal personnel as needed.</p> <p>Add a mobile training wireless cart to include laptops. The EMS Training/Meeting Room Technology currently does not have this technology available to them.</p> <p>Add a wireless cart which offers secure storage, easy transport, centralized charging, and remote management for mobile computing devices. This is Ideal for this training room, and with limited IT resources and continued changing infrastructure, this cart makes it easy to share and move technology between environments. It also provides a locked location to store and charge the devices after hours and a central location for remotely managing multiple mobile client device.</p> <p><b>Implications of deferring the project:</b>                  Currently there is only a podium with a PC; Staff have to bring in there own technology and cope with getting on the network and any other IT related issues which potentially slows down the instructor and disrupts other classmates.</p> <p>IT will be overseeing the project management and the purchasing and implementation of the hardware and software.</p> <p><u><b>Project Management:</b></u> Dawn Lewis</p> <p><u><b>Connection to Select Board Strategic Plan:</b></u> IV. Health and Public Safety</p>

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Information Technology	<b>Submitted/Prepared By:</b>	Dawn Lewis	<b>Priority #</b>	3
<b>Project Title/Description:</b>	Old Water Room Room Hybrid Meeting IT Technology Setup				

<b>Estimated Costs</b>	<b>120,000</b>
<b>Capital:</b>	<b>Cost</b>
<i>Equipment</i>	120,000
<i>Maintenance</i>	
<i>Planning/Study</i>	
<i>Design</i>	
<i>Construction</i>	
<i>Land Acquisition</i>	
<i>Other</i>	
<i>Contingency</i>	
<b>Total Capital</b>	<b>120,000</b>

<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>
<i>FY 2025</i>	120,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? Y

Department of Public Works Assistance Required (Y/N)? Y

<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	<b>0</b>	<b>0</b>

<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>
<i>Department Articles to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>Cable Funds/PEG</i>	120,000	
<b>Total Available</b>	<b>120,000</b>	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

Project Description:

**Old Water Room Hybrid Meeting Technology Setup**

The Old Water Room currently does not have any technology. This room has been used to house citizens when the Main conference located at Town Hall is filled to capacity. Hybrid Technology is required to meet the requirements of the Open Meeting Law (OML 2020-159).

There is not currently IT technology infrastructure setup in this room. It does not meet today's standards for hybrid meetings. Add audio, video conferencing, and other digital capabilities to create a user-friendly, industry-standard interface for presenters and staff to use during Hybrid Meeting sessions. Also included in the cost will be networking, and electrical costs associated with this project. The projected cost consists of all parts and equipment, system configuration, commissioning & training of designated employees.

We also need to add any other technology that enables the public to clearly follow the proceedings of the public body as they are occurring (i.e., "live" or "in real time").

**Implications of deferring the project:**

Does not have any IT technology to hold Hybrid Meetings.

This does not include any electrical wiring. This would require going through an RFP.

IT will be overseeing the project management and the purchasing and implementation of the hardware and software.

Project Management: Dawn Lewis

Connection to Select Board Strategic Plan: III. Financial and Economic Stability

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Conservation	<b>Submitted/Prepared By:</b>	Jennifer L. Lincoln	<b>Unique Dept Priority # (1-X):</b>	1
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<b>Project Title/Description:</b>	Cedar Lake Invasive Species Management				
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<b>Estimated Costs</b>	<b>(attach additional information including the quote)</b>				
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Capital:	Cost	Comments
<i>Equipment</i>		
<i>Maintenance</i>	26,500	
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>26,500</b>	

Estimated Cash Flow:	Capital	O&M
<i>FY 2025</i>		
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Y**

Department of Public Works Assistance Required (Y/N)? **N**

O & M Costs:	One Time	Annual/Ongoing
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	<b>-</b>	<b>-</b>

Available/Potential Funds:	Amount	Comment
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	<b>-</b>	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**

Phase 2 of herbicide treatment for Cedar Lake. Phase 1 (50% of lake) was completed in the summer of 2024 and if monitoring reports provide positive results , Phase 2 treatment would be scheduled for summer 2025. Phase 1 was privately funded by the non-profit Friends of Cedar Lake.

The lake is being treated with the herbicide Sonar to treat invasive fanwort. Fanwort is an aquatic plant that can outcompete other species and can inhibit biodiversity in the lake. Funding would be used for Sonar treatment and required monitoring. This is the only pond that has this invasive species. This will mitigate the chance of this spreading to other water bodies.

**Project Manager(s):** Jennifer Lincoln/Mark Kasprzyk

**Select Board Strategic Plan:** V. Management of Coastal/Natural Resources and Infrastructure

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Conservation	<b>Submitted/Prepared By:</b>	Jennifer Lincoln	<b>Unique Dept Priority # (1-X):</b>	1
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<b>Project Title/Description:</b>	Peterson Farm Replacement Barn				
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<b>Estimated Costs (attach additional information including the quote)</b>		
<b>Capital:</b>	<b>Cost</b>	<b>Comments</b>
<i>Equipment</i>		
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<i>Demolition</i>	10,000	Demolition & Disposal
<b>Total Capital</b>	<b>10,000</b>	

<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>
<i>FY 2025</i>	10,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Y**

Department of Public Works Assistance Required (Y/N)? **N**

<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	-	-

<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	-	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**

The Conservation Department is requesting money to demolish the barn which is on the property and is considered a dangerous structure. The Town is looking to prevent a life safety issue with the immediate removal of the barn. The Building Commissioner has indicated none of the building is salvageable. Gary Street the Building Commissioner is pointing to the extreme bowing of the wall.



Project Manager(s): Jennifer Lincoln/Mark Kasprzyk

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Planning	<b>Submitted/Prepared By:</b>	Jed Cornock, Town Planner	<b>Unique Dept Priority # (1-X):</b>	1
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<b>Project Title/Description:</b>	Historic Markers Project				
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<b>Estimated Costs (attach additional information including the quote)</b>		
<b>Capital:</b>	<b>Cost</b>	<b>Comments</b>
<i>Equipment</i>	26,000	
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>26,000</b>	

<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>
<i>FY 2025</i>	26,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

**For Free Cash Articles- able to complete in 3 Years (Y/N)?** Yes

**Department of Public Works Assistance Required (Y/N)?** Yes

<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	-	-

<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	-	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**

This project seeks to properly showcase the seven (7) Historic Districts in town and to provide detail about specific significance such as being a National Registered Historic Site. The seven districts include: "Davisville", "Falmouth Village", "North Falmouth", "Quisset", "Waquoit", "West Falmouth", and "Woods Hole" which range in size from 8.9 acres to 164 acres. Currently, there is little to no signage that displays or indicates the significance of these districts and the Historical Commission has been working to change that for some time. As the districts range in size, a uniform application of signage wouldn't be appropriate. Therefore, a small district (Davisville) will only have one sign while the larger districts (West Falmouth, Falmouth Village) will have two or three signs - all depending on the shape of the specific district. In total, this project includes eleven (11) signs, each one being 18" x 24" mounted on a post on town property. The final sign locations will be determined by the Historical Commission, in coordination with the Department of Public Works and once determined, will be installed by the DPW.

**Project Manager(s):**

Melinda Tondera, Assistant Town Planner and Jed Cornock, Town Planner

**Connection to the Select Board Strategic Plan:**

Community Engagement: The Historical Commission is focused on raising awareness of the local historic districts and highlighting their significance. History plays a large part in shaping a community and it's important to the Commission to pay homage to the people and actions of the past. Additionally, its very important to the Commission that each property owner within a district understands that their site is part of a larger unit that is meant to be preserved for future generations. Historic markers are a way to create awareness for property owners and contractors in obtaining proper approvals from the Historical Commission for new construction or any exterior changes to their existing buildings and hardscapes.

Over the past year, the Historical Commission has had this item on their agenda nearly 10 times for discussion and public input. They have researched historic signs in other towns (size, material, color, etc.), have developed a concept for Falmouth's signs, received Select Board approval for moving forward on this project (February 26, 2024), and have determined approximate sign locations in each district. The Commission is confident that the historic markers will provide knowledge to residents and visitors of the importance Falmouth's Historic Districts, reinforce the historic heritage of Falmouth, instill pride in the residents of the historic districts, and encourage historic tourism.

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Zoning Board of Appeals	<b>Submitted/Prepared By:</b>	Noreen Stockman	<b>Unique Dept Priority # (1-X):</b>	1
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<b>Project Title/Description:</b>	Scanning of Old Decisions				
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<b>Estimated Costs (attach additional information including the quote)</b>		
<b>Capital:</b>	<b>Cost</b>	<b>Comments</b>
<i>Equipment</i>	19,895	
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>19,895</b>	

<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>
<i>FY 2025</i>	19,895	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Y**

Department of Public Works Assistance Required (Y/N)? **N**

<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	-	-

<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	-	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**

The Zoning Board of Appeals has a critical need to scan in old Zoning Board of Appeals Decisions, to improve the department's efficiency and effectiveness, and supplement the Permittees application process. The prior zoning Decisions can have a legally determinative impact on future proposed development on a parcel of land, and therefore need to be easily accessed. Current demand is to access all pertinent files relating to a specific parcel (address/lot ID) electronically, to expedite a review and determination, and facilitate public access to information.

Prior to the last approximate 10 years, the Decisions are all only paper files, which are currently housed in a vault in the lowest level of Town Hall. The Decisions are filed by year and case number only. (Currently staff must track down old Decisions by obtaining a case number from an address file, then physically obtaining the file, which may be housed in a bank box, shelved up to 8 feet above the floor level, then scan and email the Decision copy to the requestor.

The scanning project will also preserve many older documents that have become fragile with age.

**Project Manager(s):** Noreen Stockman

**Select Board Strategic Plan:** Organizational effectiveness and Community engagement

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Facilities	<b>Submitted/Prepared By:</b>	Greg Endicott	<b>Unique Dept Priority # (1-X):</b>	1
<b>Project Title/Description:</b>	DPW HVAC Controls				

<b>Estimated Costs (attach additional information including the quote)</b>		
<b>Capital:</b>	<b>Cost</b>	<b>Comments</b>
<i>Equipment</i>	130,000	Equipment and Install
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>	30,000	
<b>Total Capital</b>	<b>160,000</b>	

<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>
<i>FY 2025</i>	160,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Yes**

Department of Public Works Assistance Required (Y/N)? **Yes- Facilities**

<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>
<i>Personnel</i>		
<i>Expense</i>		2000
<i>Other</i>		
<b>Total O &amp; M</b>	-	<b>2,000</b>

<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>	<i>TBD</i>	<i>National Grid/CLC Incentive</i>
<i>Federal Grant</i>		
<i>State Grant</i>	<i>TBD</i>	Green Community Grant Potential
<i>CPA</i>		
<b>Total Available</b>	-	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:** The Town is seeking funds to replace the HVAC controls and front end software at the DPW. The computer running the software experienced a hard drive failure and is no longer accessible. The computer and control software was installed in 2006 and runs on Windows Vista. The software cannot be upgraded to run on a newer system and computers that run Windows Vista are no longer available. Front end controls are an absolute necessity to operate the HVAC equipment efficiently and troubleshoot issues when they arise. Because of the failed hard drive we do not have the ability to do either. We are maintaining adequate temperatures using local thermostats, but have no control over scheduling to control operating efficiency, and will have no ability to troubleshoot component failures when they arise.

The Town is working with Rise Engineering to secure a competitive grant to cover TBD amount of this cost. New controls will greatly increase the energy efficiency of the equipment in place.

**Project Manager(s):** Greg Endicott

**Select Board Strategic Plan:** II Energy & Water Conservation and Sustainability

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Facilities	<b>Submitted/Prepared By:</b>	Greg Endicott	<b>Unique Dept Priority # (1-X):</b>	2
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<b>Project Title/Description:</b>	Library HVAC Controls				
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<b>Estimated Costs (attach additional information including the quote)</b>		
<b>Capital:</b>	<b>Cost</b>	<b>Comments</b>
<i>Equipment</i>	141,000	Equipment and Install
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>	30,000	
<b>Total Capital</b>	<b>171,000</b>	

<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>
<i>FY 2025</i>	170,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Yes**

Department of Public Works Assistance Required (Y/N)? **Yes- Facilities**

<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>
<i>Personnel</i>		
<i>Expense</i>		2000
<i>Other</i>		
<b>Total O &amp; M</b>	-	<b>2,000</b>

<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>	<i>TBD</i>	<i>National Grid/CLC Incentive</i>
<i>Federal Grant</i>		
<i>State Grant</i>	<i>TBD</i>	Green Community Grant Potential
<i>CPA</i>		
<b>Total Available</b>	-	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:** The Town is seeking funds to replace the HVAC controls and front end software at the Library. The current computer controlling all Library HVAC and lighting systems operates on Windows 7. The Library IT Staff was recently required to remove the computer from the network due to new security standards that will not allow the Town to operate Windows 7 on its servers. The software cannot be upgraded to run on a newer systems. Front end controls are an absolute necessity to operate the HVAC equipment efficiently and troubleshoot issues when they arise. The obsolete software hinders our ability to do either and due to the age of the components we anticipate a catastrophic control failure at anytime.

The Town is working with Rise Engineering to secure a competitive grant to cover TBD amount of this cost. New controls will greatly increase the energy efficiency of the equipment in place.

**Project Manager(s):** Greg Endicott

**Select Board Strategic Plan:**  
II Energy & Water Conservation and Sustainability

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Facilities	<b>Submitted/Prepared By:</b>	Greg Endicott	<b>Unique Dept Priority # (1-X):</b>	3
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<b>Project Title/Description:</b>	FD HQ HVAC Controls				
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<b>Estimated Costs (attach additional information including the quote)</b>		
<b>Capital:</b>	<b>Cost</b>	<b>Comments</b>
<i>Equipment</i>	146,000	Equipment and Install
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>	30,000	
<b>Total Capital</b>	<b>176,000</b>	

<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>
<i>FY 2025</i>	176,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Yes**

Department of Public Works Assistance Required (Y/N)? **Yes- Facilities**

<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>
<i>Personnel</i>		
<i>Expense</i>		2000
<i>Other</i>		
<b>Total O &amp; M</b>	-	<b>2,000</b>

<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>	9,000	<i>National Grid/CLC Incentive</i>
<i>Federal Grant</i>		
<i>State Grant</i>	100,000	Green Community Grant Potential
<i>CPA</i>		
<b>Total Available</b>	<b>109,000</b>	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:** The Town is seeking funds to replace the HVAC controls and front end software at the Library. The current computer controlling all Library HVAC and lighting systems operates on Windows 7. The Library IT Staff was recently required to remove the computer from the network due to new security standards that will not allow the Town to operate Windows 7 on its servers. The software cannot be upgraded to run on a newer systems. Front end controls are an absolute necessity to operate the HVAC equipment efficiently and troubleshoot issues when they arise. The obsolete software hinders our ability to do either and due to the age of the components we anticipate a catastrophic control failure at anytime.

The Town is working with Rise Engineering to secure a competitive grant to cover \$109,000 amount of this cost. New controls will greatly increase the energy efficiency of the equipment in place.

**Project Manager(s):** Greg Endicott

**Select Board Strategic Plan:**  
II Energy & Water Conservation and Sustainability

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Police Department	<b>Submitted/Prepared By:</b>	Detective James Porter	<b>Unique Dept Priority # (1-X):</b>	1
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<b>Project Title/Description:</b>	Firearm Replacement/Upgrades				
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<b>Estimated Costs (attach additional information including the quote)</b>		
<b>Capital:</b>	<b>Cost</b>	<b>Comments</b>
<i>Equipment</i>	200,753	
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>200,753</b>	

<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>
<i>FY 2025</i>	200,753	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Y**

Department of Public Works Assistance Required (Y/N)? **N**

<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	-	-

<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	-	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:** Replace Department Firearms (Pistols): The Falmouth Police Department currently has 73 Pistols. These pistols are 14 years old and at the end of their service life. These firearms are crucial pieces of equipment to ensure the safety of officers and the public. New firearms will include weapon mounted optics which improve officer precision and accuracy.

**Firearms:** The Department plans to replace the current pistol inventory with 100 pistols. A larger quantity of pistols will be purchased to account for department growth, maintenance, and Officer involved shooting concerns. Pistol package includes modern technology such as weapons mounted optics. Estimated total cost of \$87,096.40.

**Weapons Mounted Lights:** Two thirds of the agency works at night. Pistol mounted flashlights drastically increase an officers ability to identify individuals and their intent at night. Weapon mounted lights have long been the industry standard in Law Enforcement. Estimated total cost of \$23,715.

**Holsters:** Retention holsters are essential to safely carrying a firearm on duty. Total Estimated cost \$13,699.80

**SIM Training Pistols:** SIM training pistols fire non-lethal rounds and are crucial to conducting force based training. 10 training pistols estimated total cost: \$4,540

**Ammunition:** This transition will also move the department from .40 caliber ammunition to 9mm ammunition. 9mm ammunition is currently cheaper and more readily available while still maintaining similar ballistics to .40 caliber ammunition. Training ammunition will be purchased to aid in the transition of firearms. Total estimated cost: \$21,096

**Rifle Suppressors:** Rifle suppressors are quickly becoming an industry standard in policing. Suppressors attach to the barrel of a rifle and mitigate the noise of a fired round. The noise level is mitigated below the threshold to cause permanent damage to hearing (140db+/-). This equipment is essential to protect the hearing of Officers and surrounding members of the public in the event of a discharged rifle. Allows access to more practice ranges due to noise restrictions. Total estimated cost: \$50,702

**Project Manager(s):** Detective James Porter

**Select Board Strategic Plan:** IV: Health and Public Safety

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Police Department	<b>Submitted/Prepared By:</b>	Deputy Chief Brian Loewen	<b>Unique Dept. Priority # (1-X):</b>	2
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<b>Project Title/Description:</b>	Purchase Police Vehicles
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Estimated Costs (attach additional information including the quote)		
Capital:	Cost	Comments
<i>Equipment</i>	421,000	
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>421,000</b>	

Estimated Cash Flow:	Capital	O&M
<i>FY 2025</i>	421,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Y**

Department of Public Works Assistance Required (Y/N)? **N**

O & M Costs:	One Time	Annual/Ongoing
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	<b>-</b>	<b>-</b>

Available/Potential Funds:	Amount	Comment
<i>Parking Meter Fund</i>		
<i>Embarkation Fund</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	<b>-</b>	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**

**NEED-** In years past, the capital improvement requests have allowed the Police Department to purchase two police vehicles to allow for a complete marked fleet turnover approximately every 4 years.

The Department is requesting an additional four vehicles added to the original capital request of two vehicles for a total of 6 new vehicles through capital to accommodate the growing department needs.

**GOAL-** The goal is to increase the fleet for the growing needs of the police department and reduce response times. Response times will be improved by increasing the number of patrol sectors.

The department would like to add three additional patrol vehicles to the existing fleet to limit the wear and tear on the current vehicles with the hope of increasing the life span of each vehicle. This funding will replace two vehicles.

To maintain a dependable/ reliable fleet that will assist the Department's Personnel in its everyday operation. The department will continue to research vehicles that adhere to the sustainability needs of the town. The department is monitoring battery chemistry for winter driving. Pricing is improving with the mass production of batteries to help lower cost. The department is for example monitoring the new EV pursuit rated vehicles.

**Project Manager(s):** Deputy Chief, Vehicle Maintenance Officer

**Select Board Strategic Plan:** IV- Public Safety

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Police	<b>Submitted/Prepared By:</b>	Mike Renshaw	<b>Unique Dept Priority # (1-X):</b>	3
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<b>Project Title/Description:</b>	Police Station Feasibility, Site Selection & Conceptual Design				
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<b>Estimated Costs</b>	<b>(attach additional information including the quote)</b>	
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Capital:	Cost	Comments
<i>Equipment</i>		
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>	100,000	
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>100,000</b>	

Estimated Cash Flow:	Capital	O&M
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<i>FY 2025</i>	100,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)?

Department of Public Works Assistance Required (Y/N)?

O & M Costs:	One Time	Annual/Ongoing
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<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	-	-

Available/Potential Funds:	Amount	Comment
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<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	-	

Project Description / Project Management / Connection to Select Board Strategic Plan:
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**Project Description:**

Town Meeting approved \$200,000 for a feasibility study and site selection for a new police station in November of 2023. The Town has retained an Owner's Project Manager (OPM) which is required for a project of this size prior to selecting an architect. The cost of the OPM for this phase of the project is just over \$100,000. We estimate \$200,000 will be needed for the architect for this phase, which brings the total to \$300,000 for the OPM and architect.

Town Meeting also approved \$500,000 for exterior repairs to the existing police station in November of 2023. The Town Manager is proposing to transfer \$100,000 from the exterior repairs project to fund this feasibility, site selection and conceptual design. The exterior repairs will be limited to the highest priority window replacements and repairs to limit water intrusion into the building so the building remains safe and functional for the coming 4-6 years.

**Project Manager(s):** Mike Renshaw, Jeff Lourie

**Select Board Strategic Plan:**

IV. Health and Public Safety

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	<b>FIRE RESCUE</b>	<b>Submitted/Prepared By:</b>	<b>TIMOTHY SMITH</b>	<b>Unique Dept Priority # (1-X):</b>	<b>1</b>
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<b>Project Title/Description:</b>	<b>FIRE ENGINE</b>				
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<b>Estimated Costs (attach additional information including the quote)</b>		
<b>Capital:</b>	<b>Cost</b>	<b>Comments</b>
<i>Equipment</i>	<b>1,300,000</b>	Does not include the equipment that will be needed. That estimate is \$200,000. And is in the FY2026 plan.
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>1,300,000</b>	

<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>
<i>FY 2025</i>	390,000	
<i>FY 2026</i>	910,000	
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **N**

Department of Public Works Assistance Required (Y/N)? **N**

<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	-	-

<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>	200,000	<i>Hatchville Station Borrowing</i>
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	<b>200,000</b>	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**

Replacement of our current 2009 fire engine is necessary. Currently, per the manufacturer, fire engines are taking between 41 to 43 months, almost 4 years, for delivery after the order has been placed. A continual replacement program needs to be in place on major fire apparatus and equipment as a means of responsible departmental management. Replacement of such equipment in a planned manner allows for and encourages expedient, efficient, effective and safe responses of the Emergency Services personnel and the fire apparatus on the roads within the community.

**Project Manager(s):** Deputy Chief Scott Thrasher/Master Mechanic Matthew Crowell

**Select Board Strategic Plan:** FY 23-27 Health and Public Safety



**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	<b>FIRE RESCUE</b>	<b>Submitted/Prepared By:</b>	<b>CHIEF TIMOTHY SMITH</b>	<b>Unique Dept Priority # (1-X):</b>	<b>2</b>
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<b>Project Title/Description:</b>	<b>Chest Compression Device</b>
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<b>Estimated Costs</b>	<b>(attach additional information including the quote)</b>	
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<b>Capital:</b>	<b>Cost</b>	<b>Comments</b>
<i>Equipment</i>	68,000	For 3 devices.
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>68,000</b>	

<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>
<i>FY 2025</i>	68,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Y**

Department of Public Works Assistance Required (Y/N)? **N**

<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	<b>-</b>	<b>-</b>

<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	<b>-</b>	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**

This CPR adjunct device allows for hands free chest compressions for those patients who are in cardiac arrest. This device ensures high quality CPR while the patient is managed by EMTs and Paramedics while in the field. Each ambulance is equipped with at least one device, however two of our older LUCAS devices will no longer be supported in FY25 and need to be replaced. We wish to purchase 3 devices to ensure we can replace the older models and have a spare should a repair or maintenance issue arise taking one out of service. Currently have 5 devices. Helps with personnel safety and allows for fewer personnel.

**Project Manager(s):** EMS Supervisor Christopher Cowan

**Select Board Strategic Plan:** FY 23-27 Health and Public Safety



**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	<b>FIRE RESCUE</b>	<b>Submitted/Prepared By:</b>	<b>CHIEF TIMOTHY SMITH</b>	<b>Unique Dept. Priority # (1-X):</b>	<b>3</b>
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<b>Project Title/Description:</b>	<b>FIREFIGHTING FOAM REPLACEMENT</b>
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**Estimated Costs** (attach additional information including the quote)

Capital:	Cost	Comments
<i>Equipment</i>	43,000	
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>43,000</b>	

Estimated Cash Flow:	Capital	O&M
<i>FY 2025</i>	43,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Y**

Department of Public Works Assistance Required (Y/N)? **N**

O & M Costs:	One Time	Annual/Ongoing
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	<b>-</b>	<b>-</b>

Available/Potential Funds:	Amount	Comment
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	<b>-</b>	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**

Our current firefighting foam, contained on each fire engine, contains PFAS, which is referred to as a "forever chemical." Scientific studies show that PFAS are linked to harmful effects on humans and animals and they do not degrade naturally in the environment. PFAS also poses serious health issues based on its cancer causing properties.

Use of firefighting foams that contain PFAs are no longer acceptable in fighting flammable liquid fires which is what these foams are generally used for. Firefighting foams form a "blanket" over liquid fuel that acts as a barrier preventing flammable vapors from escaping the liquid. This helps both to extinguish the fire and to prevent additional ignition of vapors. The more stable and long-lasting this foam blanket is, the more effective the foam is at containing flammable vapors and ultimately extinguishing the fire. However, when discharged it generally creates a very large amount of a combination liquid foam and water that will seep into the ground, contaminating ground water, and exposes firefighting personnel to this toxic material.

Best fire service practices, along with state and local health agencies, recommend immediate removal of this type of foam and replacement with non PFAS (non-fluorinated) foam. This transition requires removing the foam from the fire engines and then a triple rinse cleaning of the foam system to remove all traces of PFAS from our apparatus. The state will accept bulk foam collection for free, however, purchasing new foam and conducting the triple rinse of each foam system, and the disposal of the rinsed solution, which is hazardous material waste, is costly. The effort to use non environmentally impactful foam will save money in the long run should any PFAS foam be discharged into the ground due to clean up costs that could exceed tens of thousands of dollars.

**Project Manager(s):** Deputy Fire Chief Scott Thrasher

**Select Board Strategic Plan:** FY 23-27 Health and Public Safety



**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	<b>FIRE RESCUE</b>	<b>Submitted/Prepared By:</b>	<b>CHIEF TIMOTHY SMITH</b>	<b>Unique Dept. Priority # (1-X):</b>	<b>4</b>
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<b>Project Title/Description:</b>	<b>PERSONAL PROTECTIVE EQUIPMENT</b>				
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<b>Estimated Costs</b> (attach additional information including the quote)		
<b>Capital:</b>	<b>Cost</b>	<b>Comments</b>
<i>Equipment</i>	190,000	This will outfit 36 personnel.
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>190,000</b>	

<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>
<i>FY 2025</i>	190,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Y**

Department of Public Works Assistance Required (Y/N)? **N**

<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	-	-

<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	-	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**

The Department has been incrementally issuing a second set of gear to all members. A second set of gear is the current industry best practice to minimize documented cancer risks to firefighters. With previous funding through Town Meeting approval, we have been able to work on our goal of completing upgrades of our protective gear and provide this 2nd set as noted. Also, the department has been successful in obtaining a State Fire Equipment grant in 2022 of \$21,000 that was used for our protective clothing inventory consisting of boots, gloves & helmets that would have required use of our annual operating budget.

Due to the addition of newly added personnel, we will require additional funds to meet NFPA standards and provide these members with a 2nd set of gear. We believe this minimal request is reflective of our financial strategies and planning for this vital safety equipment program for department personnel.

**Project Manager(s):** Captain Scott Starbard (Supply Officer)

**Select Board Strategic Plan:** FY 23-27 Health and Public Safety



**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	<b>FIRE RESCUE</b>	<b>Submitted/Prepared By:</b>	<b>CHIEF TIMOTHY SMITH</b>	<b>Unique Dept Priority # (1-X):</b>	<b>5</b>
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<b>Project Title/Description:</b>	<b>MED 32 - PARAMEDIC RESPONSE VEHICLE</b>
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**Estimated Costs** (attach additional information including the quote)

Capital:	Cost	Comments
<i>Equipment</i>	90,000	
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>90,000</b>	

Estimated Cash Flow:	Capital	O&M
<i>FY 2025</i>	90,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Y**

Department of Public Works Assistance Required (Y/N)? **N**

O & M Costs:	One Time	Annual/Ongoing
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	<b>-</b>	<b>-</b>

Available/Potential Funds:	Amount	Comment
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	<b>-</b>	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**

This 2014 vehicle, which currently has more than 87,000 miles on it, is frequently used on a daily basis to support all ambulances assigned town wide.

This vehicle is necessary for the department's rapid and efficient response to medical issues. it responds to a majority of the 7,000+ emergency medical calls received by the fire rescue department annually. This vehicle enhances and accelerates paramedic response to advanced life support calls and the daily operations of the "Flying Paramedic."

**Project Manager(s):** Master Mechanic Matthew Crowell

**Select Board Strategic Plan:** FY 23-27 Health and Public Safety



**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	<b>COMMUNICATIONS</b>	<b>Submitted/Prepared By:</b>	<b>JAMES THOMAS</b>	<b>Unique Dept Priority # (1-X):</b>	<b>1</b>
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<b>Project Title/Description:</b>	<b>DUAL BAND PORTABLE RADIOS</b>				
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**Estimated Costs** (attach additional information including the quote)

Capital:	Cost	Comments
<i>Equipment</i>	250,000	For Fire and MES
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>250,000</b>	

Estimated Cash Flow:	Capital	O&M
<i>FY 2025</i>	250,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Y**

Department of Public Works Assistance Required (Y/N)? **N**

O & M Costs:	One Time	Annual/Ongoing
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	<b>-</b>	<b>-</b>

Available/Potential Funds:	Amount	Comment
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	<b>-</b>	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**

Our primary working frequency is on an 800 MHz that is maintained and operated by the Mass State Police. This includes all mobile and portable radios and operates on a single band. Fortunately, many of our newer vehicles have been installed with "tri-band" radios that allow communication on 800, UHF and VHF frequencies. All department personnel are assigned a portable radios this resource is essential to each firefighter while operating at all incident and emergency scenes. At the November 2023 Town Meeting funds were approved for a new back up UHF radio system. Last year we attempted to seek an Assistant to Firefighter grant (AFG) to provide new, upgraded radios for all personnel, but the Town was unable to commit to the 10 % required match. At that time we were looking to replace 100 portable radios at a cost of approximately \$965,000.00. We wish to now purchase 25 portables that are dual band (800 & UHF) that would be distributed to those responsible for supervision at emergency scenes and allow for uninterrupted communication if our primary system should fail. We wish to endeavor with a purchasing schedule to secure additional portables in the future and will continue to explore grant funding for this endeavor, or if unsuccessful, future Capital Improvement funds until all of our personnel are outfitted with these newer portables.

**Project Manager(s):** Deputy Chief Chad Absten, Fire, James Thomas, Communications & Gregg Fraser, MES

**Select Board Strategic Plan:** FY 23-27 Health and Public Safety



**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	MES	<b>Submitted/Prepared By:</b>	Gregg Fraser	<b>Unique Dept Priority # (1-X):</b>	1
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<b>Project Title/Description:</b>	Vehicle replacement - MES Director
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<b>Estimated Costs (attach additional information including the quote)</b>		
Capital:	Cost	Comments
<i>Equipment</i>	57,803	Quote from CMG
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>	1,997	Anticipated 2025 Increase
<b>Total Capital</b>	<b>59,800</b>	

<b>Estimated Cash Flow:</b>	Capital	O&M
<i>FY 2025</i>	59,800	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **yes**

Department of Public Works Assistance Required (Y/N)? **no**

<b>O &amp; M Costs:</b>	One Time	Annual/Ongoing
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	-	-

<b>Available/Potential Funds:</b>	Amount	Comment
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	-	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**

Replace the MES Director's 2015 Ford Interceptor Utility Vehicle with a 2025 Ford Interceptor Utility Vehicle with an electric hybrid engine upgrade. As of 7/1/24 current vehicle had 85,500 miles, 5479 total engine hours with 1,582 idle hours logged. The vehicle has recently had several expensive mechanical repairs due to its age and commercial wear and tear. Due to high exposure to the saltwater environment, we typically replace MES vehicles every 6 years. This vehicle lasted longer than normal before requiring replacement. The new vehicle will get better gas mileage because of the hybrid electric engine and will come with the Ford standard administrative emergency package.



Project Manager(s): MES Director Gregg Fraser

Select Board Strategic Plan: V. Management of Coastal/Natural Resources and Infrastructure

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	MES	<b>Submitted/Prepared By:</b>	Gregg Fraser	<b>Unique Dept Priority # (1-X):</b>	2
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<b>Project Title/Description:</b>	Boat engine replacement				
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<b>Estimated Costs (attach additional information including the quote)</b>		
<b>Capital:</b>	<b>Cost</b>	<b>Comments</b>
<i>Equipment</i>	33,500	Estimate 01-EST2063
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>	2,000	Anticipated 2025 increase
<i>Contingency</i>		
<b>Total Capital</b>	<b>35,500</b>	

<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>
<i>FY 2025</i>	35,500	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Yes**

Department of Public Works Assistance Required (Y/N)? **No**

<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	-	-

<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	-	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**

Replace (2) 2010 135HP 4 stroke engines with (2) 150HP 4 stroke engines and new controls. The engines being replaced were original when the boat was new in 2010. The boat the engines are on is MES 106 which is used for maintenance of all our Town Aids to Navigation and regulatory buoys including swim buoys. We also do mooring work and general operations with this boat. The original boat and engines were purchased with a 75% port security federal grant. The 135 Hp engines are no longer available for replacement so we will replace them with slightly larger 150 HP outboards.



Project Manager(s): Gregg Fraser, MES Director

Select Board Strategic Plan: V. Management of Coastal/Natural Resources and Infrastructure

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	MES	<b>Submitted/Prepared By:</b>	Gregg Fraser	<b>Unique Dept Priority # (1-X):</b>	3
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<b>Project Title/Description:</b>	Bog/Bournes Pond Fishway				
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<b>Estimated Costs</b>	<b>(attach additional information including the quote)</b>			
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Capital:	Cost	Comments	
<i>Equipment</i>	45,100	Quote 10506	
<i>Maintenance</i>			
<i>Planning/Study</i>			
<i>Design</i>			
<i>Construction</i>			
<i>Land Acquisition</i>			
<i>Software</i>			
<i>Contingency</i>	9,000		20%
<b>Total Capital</b>	<b>54,100</b>		

<b>Project Description / Project Management / Connection to Select Board Strategic Plan:</b>
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**Project Description:**

This phase II funding will complete the Waquoit Bay to Bournes Pond fish way. Phase I has been completed which included a new fish ladder from Calebs Pond to Bog Pond. This phase will finish the fish passageway by replacing the fishway between Bog Pond and Bournes Pond. MES will partner on this project with the landowner and the Mass Division of Marine Fisheries.

**Project Manager(s):** Chuck Martinsen

**Select Board Strategic Plan:** Management of Coastal/Natural Resources & Infrastructure.

Estimated Cash Flow:	Capital	O&M
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Estimated Cash Flow:	Capital	O&M
<i>FY 2025</i>	54,100	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

**For Free Cash Articles- able to complete in 3 Years (Y/N)?** Yes

**Department of Public Works Assistance Required (Y/N)?** Possibly Asst other agency

O & M Costs:	One Time	Annual/Ongoing
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O & M Costs:	One Time	Annual/Ongoing
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	-	-

Available/Potential Funds:	Amount	Comment
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Available/Potential Funds:	Amount	Comment
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>Waterways Fund</i>	54,100	
<b>Total Available</b>	<b>54,100</b>	



**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	MES	<b>Submitted/Prepared By:</b>	Gregg Fraser	<b>Unique Dept Priority # (1-X):</b>	4
<b>Project Title/Description:</b>	Eel River/Washburn's Dredging Project				

<b>Estimated Costs (attach additional information including the quote)</b>		
Capital:	Cost	Comments
<i>Equipment</i>		
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<b>Construction</b>	<b>132,500</b>	<b>5,000 Cubic Yards' @ \$26.50/CY</b>
<i>Land Acquisition</i>		
<i>Software</i>		
<b>Contingency</b>	<b>13,250</b>	<b>500 Cubic Yards - 10%</b>
<b>Total Capital</b>	<b>145,750</b>	

Estimated Cash Flow:	Capital	O&M
FY 2025	145,750	
FY 2026		
FY 2027		
FY 2028		
FY 2029		
FY 2030		
FY 2031		
FY 2032		
FY 2033		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Y**

Department of Public Works Assistance Required (Y/N)? **N**

O & M Costs:	One Time	Annual/Ongoing
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	<b>-</b>	<b>-</b>

Available/Potential Funds:	Amount	Comment
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>Waterways</i>	145,750	
<b>Total Available</b>	<b>145,750</b>	

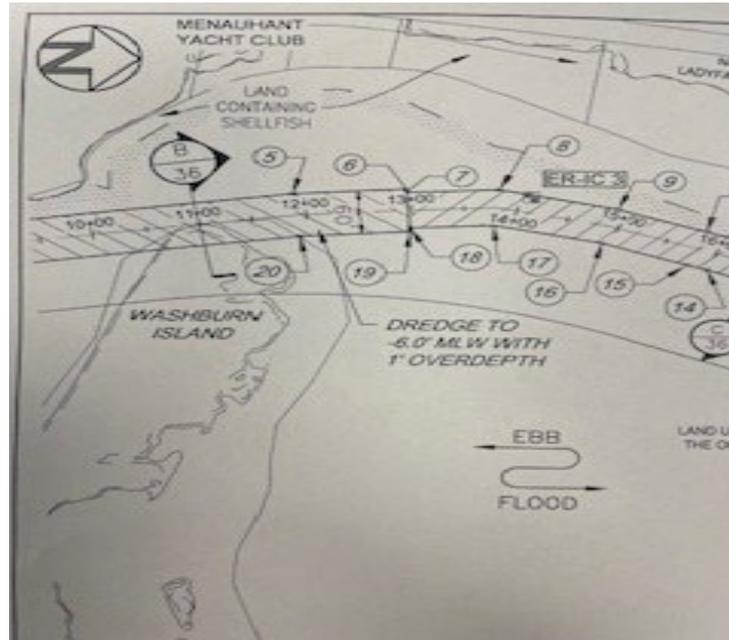
**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**

This request will fund a high priority Waterways Committee dredging project at the Eel River Approach and will include removing approximately 35' off the spit at Washburn's Island. The goal is to widen the inlet to allow for safer navigation given the inlet has become too narrow for more than one vessel at a time. The water velocity is very strong there making boat handling very difficult off the yacht club property. In addition, the spit is a very popular local spot for anchoring and swimming which is in direct conflict with boats trying to safely navigate the inlet. The dredge spoils will be redeposited on the south facing beach on Washburn's Island to establish additional nesting areas for several species of birds that frequently nest on the island.

**Project Manager(s):** Gregg Fraser

**Select Board Strategic Plan:** Management of Coastal/Natural Resources & Infrastructure



**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	MES	<b>Submitted/Prepared By:</b>	Gregg Fraser	<b>Unique Dept Priority # (1-X):</b>	5
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<b>Project Title/Description:</b>	Aquaculture Expansion Program Engineering and EIR				
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<b>Estimated Costs</b>	(attach additional information including the quote)	
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Capital:	Cost	Comments
<i>Equipment</i>		
<i>Maintenance</i>		
<i>Planning/Study</i>	450,000	
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>450,000</b>	

Estimated Cash Flow:	Capital	O&M
<i>FY 2025</i>	225,000	
<i>FY 2026</i>	225,000	
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **y**

Department of Public Works Assistance Required (Y/N)? **n**

O & M Costs:	One Time	Annual/Ongoing
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	<b>-</b>	<b>-</b>

Available/Potential Funds:	Amount	Comment
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	<b>-</b>	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**

This will fund the planning and engineering required for implementation of the town's aquaculture expansion program. This will include evaluation of 207 potential acres in 12 estuaries to develop a town-wide full scale implementation program. Included will be coordination with the town watershed permitting process and the Water Quality Management Committee, generation of the Environmental Notification Form (ENF) and Environmental Impact Report (EIR), site surveys and evaluations, Massachusetts Division of Marine Fisheries and Army Corps of Engineers permit applications and submissions and the design, validation, and implementation of the Town owned/operated resources that will be leased to growers. The final phase of implementation will be included in a future capital request.

**Project Manager(s):** Chuck Martinsen

**Select Board Strategic Plan:** Management of Coastal/Natural Resources & Infrastructure & Water, Wastewater & Solid Waste Management

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	School	<b>Submitted/Prepared By:</b>	Paul Dart	<b>Unique Dept Priority # (1-X):</b>	1
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<b>Project Title/Description:</b>	Falmouth High School Landline Phone and PA System				
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<b>Estimated Costs (attach additional information including the quote)</b>		
<b>Capital:</b>	<b>Cost</b>	<b>Comments</b>
<i>Equipment</i>	150,000	
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	\$ 150,000	

<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>
<i>FY 2025</i>	\$ 150,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		
<b>For Free Cash Articles- able to complete in 3 Years (Y/N)?</b>		Y
<b>Department of Public Works Assistance Required (Y/N)?</b>		N

<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	-	-

<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>		

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:** Replacement of Landline and PA system. Current system over 20 years old is subject to frequent outages and unable to receive incoming calls. System is able to be reset, however replacement parts are no longer manufactured. Outages result in obvious safety issues.

**Project Manager(s):** Paul Dart, Director of Finance, Marcel Sanchez, FHS Building Manager

**Select Board Strategic Plan:** The project falls within Section III of the Select Board Strategic Plan Priorities, "Continue collaboration with School Department to complete facility and efficiency upgrades."

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	School Department	<b>Submitted/Prepared By:</b>	Paul Dart	<b>Unique Dept Priority # (1-X):</b>	2
<b>Project Title/Description:</b>	Falmouth High School Project Adventure Course				

<b>Estimated Costs</b> (attach additional information including the quote)		
<b>Capital:</b>	<b>Cost</b>	<b>Comments</b>
<i>Equipment</i>		
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>	\$ 150,000	
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	\$ 150,000	

<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>
<i>FY 2025</i>	150,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		
For Free Cash Articles- able to complete in 3 Years (Y/N)?		Y
Department of Public Works Assistance Required (Y/N)?		N

<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>
<i>Personnel</i>		
<i>Expense</i>		\$ 5,000
<i>Other</i>		
<b>Total O &amp; M</b>	-	\$ 5,000

<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	-	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**

Project adventure is a widely used and popular educational outdoor platform for building student self-awareness, confidence, and team building skills. While students have fun, they build skills like communication, problem-solving, and collaboration, helping students learn more about themselves and each other. On any given day 20-40 students are trained on and utilize the course. The Course is in significant need of repair and replacement of key elements. Key telephone poles are from the 1980s and 1990s. An inspection by Project Adventure, the outside vendor and course designer, failed key components of the course. Capital request is to repair/ replace key components, purchase new components, and equipment. Cost estimate includes design, project management, material and labor.

**Project Manager(s):** Paul Dart, Director of Finance, Marcel Sanchez Head Custodian FHS, Caitlin Dugre PE and Health Teacher FHS

**Select Board Strategic Plan:** *The project falls within Section III of the Select Board Strategic Plan Priorities, "Continue collaboration with School Department to complete facility and efficiency upgrades."*



**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	School	<b>Submitted/Prepared By:</b>	Paul Dart	<b>Unique Dept Priority # (1-X):</b>	3
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<b>Project Title/Description:</b>	Falmouth High School Fiber Optic Cable & Cell Phone Mobile Infrastructure				
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<b>Estimated Costs (attach additional information including the quote)</b>		
<b>Capital:</b>	<b>Cost</b>	<b>Comments</b>
<i>Equipment</i>		
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>	250,000	
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>250,000</b>	

<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>
<i>FY 2025</i>	250,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

<b>For Free Cash Articles- able to complete in 3 Years (Y/N)?</b>	Y
<b>Department of Public Works Assistance Required (Y/N)?</b>	N

<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	-	-

<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>		

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:** Supplemental funding request to cover shortfall in original Article 4 11/22 for \$250,000 for FHS. Additional funding is sought as design, project management, and materials and construction costs exceeded original 2022 estimate of \$250,000. New costs include need for fiber optic cabling throughout building as well as dedicated cell phone network for each carrier. Building has virtually no cell phone signals available in case of emergency. Building is also an Emergency Shelter and portable cell phone equipment has to be utilized when shelter is open to provide for coverage.

**Project Manager(s):** Paul Dart, Director of Finance, Marcel Sanchez, FHS Building Manager

**Select Board Strategic Plan:** The project falls within Section III of the Select Board Strategic Plan Priorities, "Continue collaboration with School Department to complete facility and efficiency upgrades."

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	School	<b>Submitted/Prepared By:</b>	Paul Dart	<b>Unique Dept Priority # (1-X):</b>	4
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<b>Project Title/Description:</b>	North Falmouth Fire Alarm Replacement				
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<b>Estimated Costs (attach additional information including the quote)</b>		
<b>Capital:</b>	<b>Cost</b>	<b>Comments</b>
<i>Equipment</i>	150,000	
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	\$ 150,000	

<b>Project Description / Project Management / Connection to Select Board Strategic Plan:</b>
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**Project Description:** Replace entire 1960's entire fire alarm system in school: replace pull stations, smoke detectors, CO2 sensors, flashing lights, main panel etc. as needed.

**Project Manager(s):** Paul Dart, Director of Finance, Joe Dineen, Head Custodian

**Select Board Strategic Plan:** The project falls within Section III of the Select Board Strategic Plan Priorities, "Continue collaboration with School Department to complete facility and efficiency upgrades."

<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>
<i>FY 2025</i>	\$ 150,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? Y

Department of Public Works Assistance Required (Y/N)? N

<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	-	-

<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>		

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	School	<b>Submitted/Prepared By:</b>	Paul Dart	<b>Unique Dept Priority # (1-X):</b>	5
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<b>Project Title/Description:</b>	Van Purchases				
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**Estimated Costs** (attach additional information including the quote)

Capital:	Cost	Comments
<i>Equipment</i>	180,000	
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>180,000</b>	

Estimated Cash Flow:	Capital	O&M
<i>FY 2025</i>	180,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? Y

Department of Public Works Assistance Required (Y/N)? N

O & M Costs:	One Time	Annual/Ongoing
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	-	-

Available/Potential Funds:	Amount	Comment
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>		

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**

Purchase of 2 new vans (1 electric) to replace existing vans with mileage over 225,000 miles each. Vans are used every day throughout the school year and during the summer for transportation of special needs children.

**Project Manager(s):** Paul Dart, Director of Finance,

**Select Board Strategic Plan:** The project falls within Section III of the Select Board Strategic Plan Priorities, "Continue collaboration with School Department to complete facility and efficiency upgrades."

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	School	<b>Submitted/Prepared By:</b>	Paul Dart	<b>Unique Dept Priority # (1-X):</b>	6
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<b>Project Title/Description:</b>	Districtwide Exterior Door Replacements				
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<b>Estimated Costs (attach additional information including the quote)</b>		
<b>Capital:</b>	<b>Cost</b>	<b>Comments</b>
<i>Equipment</i>	60,000	
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>60,000</b>	

<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>
<i>FY 2025</i>	60,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? Y

Department of Public Works Assistance Required (Y/N)? N

<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	-	-

<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>		

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:** Districtwide request to replace exterior doors damaged by age and weather, and use.

**Project Manager(s):** Paul Dart, Director of Finance, Kevin Pimental, Building Manager and Assistant Project Manager

**Select Board Strategic Plan:** The project falls within Section III of the Select Board Strategic Plan Priorities, "Continue collaboration with School Department to complete facility and efficiency upgrades."

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	School	<b>Submitted/Prepared By:</b>	Paul Dart	<b>Unique Dept Priority # (1-X):</b>	7
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<b>Project Title/Description:</b>	Falmouth Public Schools District Wide Cameras, Vape Detectors and FOBS				
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<b>Estimated Costs (attach additional information including the quote)</b>		
<b>Capital:</b>	<b>Cost</b>	<b>Comments</b>
<i>Equipment</i>	30,000	
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>\$ 30,000</b>	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**  
Districtwide purchases of cameras' vape detectors and or door FOBS.

**Project Manager(s):** Paul Dart, Director of Finance, Marcel Sanchez, Building Manager and Project Manager

**Select Board Strategic Plan:** The project falls within Section III of the Select Board Strategic Plan Priorities, "Continue collaboration with School Department to complete facility and efficiency upgrades."

<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>
<i>FY 2025</i>	\$ 30,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? Y

Department of Public Works Assistance Required (Y/N)? N

<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	-	-

<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>		

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	School	<b>Submitted/Prepared By:</b>	Paul Dart	<b>Unique Dept Priority # (1-X):</b>	8
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<b>Project Title/Description:</b>	Districtwide Flooring Repairs/ Replacement				
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**Estimated Costs** (attach additional information including the quote)

Capital:	Cost	Comments
<i>Equipment</i>		
<i>Maintenance</i>	300,000	
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>300,000</b>	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:** Ongoing request to repair/ replace flooring throughout the district. This includes asbestos tile removal when needed, and the repairs/ replacements of tiles and carpeted floors damaged by sun, moisture, separation from laminate and overall use.

**Project Manager(s):** Paul Dart, Director of Finance, Kevin Pimental, Building Manager and Assistant Project Manager

**Select Board Strategic Plan:** The project falls within Section III of the Select Board Strategic Plan Priorities, "Continue collaboration with School Department to complete facility and efficiency upgrades."

**Estimated Cash Flow:**

	Capital	O&M
<i>FY 2025</i>	300,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? Y

Department of Public Works Assistance Required (Y/N)? N

**O & M Costs:**

	One Time	Annual/Ongoing
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	-	-

**Available/Potential Funds:**

	Amount	Comment
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>		

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	School	<b>Submitted/Prepared By:</b>	Paul Dart	<b>Unique Dept Priority # (1-X):</b>	10
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<b>Project Title/Description:</b>	Mullen Hall Repair To Chimneys
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**Estimated Costs** (attach additional information including the quote)

Capital:	Cost	Comments
<i>Equipment</i>		
<i>Maintenance</i>	18,000	
<i>Planning/Study</i>	26,000	
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	\$ 44,000	

Estimated Cash Flow:	Capital	O&M
<i>FY 2025</i>	44,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? Y

Department of Public Works Assistance Required (Y/N)? N

O & M Costs:	One Time	Annual/Ongoing
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	-	-

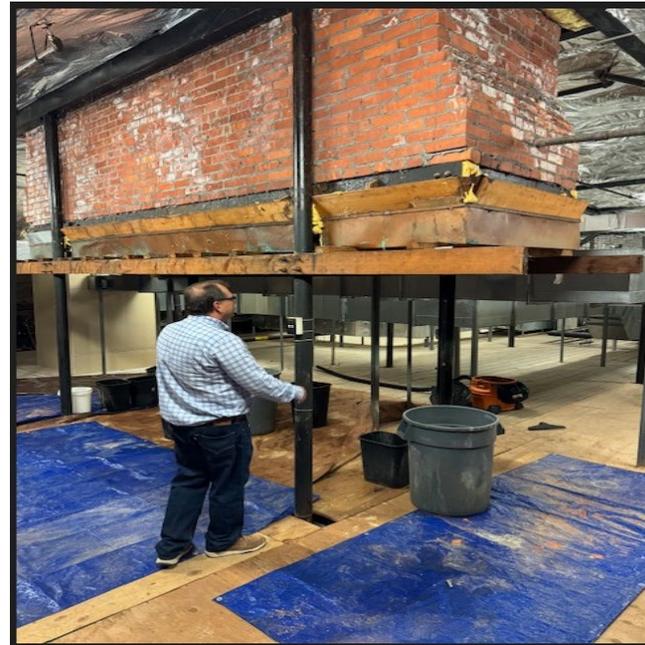
Available/Potential Funds:	Amount	Comment
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>		

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:** Repair water damage, replace copper pan and exterior flashing to prevent further leaking. In addition funds to be used to conduct engineering and structural study to find long term solution: options are to keep as is, or remove chimneys while maintaining historic exterior features.

**Project Manager(s):** Paul Dart, Director of Finance, C.C. Costa Building Manager

**Select Board Strategic Plan:** The project falls within Section III of the Select Board Strategic Plan Priorities, "Continue collaboration with School Department to complete facility and efficiency upgrades."



**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	School	<b>Submitted/Prepared By:</b>	Paul Dart	<b>Unique Dept Priority # (1-X):</b>	11
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<b>Project Title/Description:</b>	Falmouth High School Skylight Engineering and Structural Study				
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<b>Estimated Costs (attach additional information including the quote)</b>		
<b>Capital:</b>	<b>Cost</b>	<b>Comments</b>
<i>Equipment</i>		
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>	28,000	
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>28,000</b>	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:** Study the alternatives to either replace, repair, or remove and enclose the current gymnasium fieldhouse skylight. The skylight is subject to frequent and significant leaking despite ongoing and routine maintenance. Indoor events are forced to be canceled because of water leaking onto the gymnasium floor. This issue is decades old. A permanent solution is sought.

**Project Manager(s):** Paul Dart, Director of Finance, Marcel Sanchez, FHS Building Manager

**Select Board Strategic Plan:** The project falls within Section III of the Select Board Strategic Plan Priorities, "Continue collaboration with School Department to complete facility and efficiency upgrades."

<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>
<i>FY 2025</i>		
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Y**

Department of Public Works Assistance Required (Y/N)? **N**

<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	-	-

<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>		

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	School	<b>Submitted/Prepared By:</b>	Paul Dart	<b>Unique Dept Priority # (1-X):</b>	12
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<b>Project Title/Description:</b>	Districtwide Exterior Painting				
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<b>Estimated Costs (attach additional information including the quote)</b>		
<b>Capital:</b>	<b>Cost</b>	<b>Comments</b>
<i>Equipment</i>		
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>	100,000	
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>\$ 100,000</b>	

<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>
<i>FY 2025</i>	\$ 100,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? Y

Department of Public Works Assistance Required (Y/N)? N

<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	-	-

<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>		

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:** Repainting of exterior features across the district.

**Project Manager(s):** Paul Dart, Director of Finance,

**Select Board Strategic Plan:** The project falls within Section III of the Select Board Strategic Plan Priorities, "Continue collaboration with School Department to complete facility and efficiency upgrades."

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	School	<b>Submitted/Prepared By:</b>	Paul Dart	<b>Unique Dept Priority # (1-X):</b>	13
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<b>Project Title/Description:</b>	Lawrence School Engineering Class Ventilation System
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**Estimated Costs** (attach additional information including the quote)

Capital:	Cost	Comments
<i>Equipment</i>	110,000	
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	\$ 110,000	

Estimated Cash Flow:	Capital	O&M
<i>FY 2025</i>		
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		
For Free Cash Articles- able to complete in 3 Years (Y/N)?		Y
Department of Public Works Assistance Required (Y/N)?		N

O & M Costs:	One Time	Annual/Ongoing
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	-	-

Available/Potential Funds:	Amount	Comment
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>		

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:** Replace 1950's sawdust collection system with new 7.5 hp Cyclone collector and 2 ambient ceiling collectors. Cost includes relocation of various vacuum units, piping and resulting electrical work.

**Project Manager(s):** Paul Dart, Director of Finance, Don Drew Building Manager

**Select Board Strategic Plan:** The project falls within Section III of the Select Board Strategic Plan Priorities, "Continue collaboration with School Department to complete facility and efficiency upgrades."

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	School	<b>Submitted/Prepared By:</b>	Paul Dart	<b>Unique Dept Priority # (1-X):</b>	14
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<b>Project Title/Description:</b>	East Falmouth Outdoor Learning Space				
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**Estimated Costs** (attach additional information including the quote)

Capital:	Cost	Comments
<i>Equipment</i>		
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>	35,000	
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>35,000</b>	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:** Create patio space for outdoor learning classroom: remove existing tar walkway, level and pour concrete for patio. Area is approximately 21ft by 190 ft.

**Project Manager(s):** Paul Dart, Director of Finance and Kevin Pimental, Assistant Project Manager

**Select Board Strategic Plan:** The project falls within Section III of the Select Board Strategic Plan Priorities, "Continue collaboration with School Department to complete facility and efficiency upgrades."

Estimated Cash Flow:	Capital	O&M
<i>FY 2025</i>		
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? Y

Department of Public Works Assistance Required (Y/N)? N

O & M Costs:	One Time	Annual/Ongoing
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	-	-

Available/Potential Funds:	Amount	Comment
<i>Department Article(s) to Re-appropriate</i>	25,000	<b>ART 3 11/23 EF PLAYGROUND FENCING</b>
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	<b>25,000</b>	

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	School	<b>Submitted/Prepared By:</b>	Paul Dart	<b>Unique Dept Priority # (1-X):</b>	15
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<b>Project Title/Description:</b>	Districtwide Playground Mats				
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<b>Estimated Costs (attach additional information including the quote)</b>		
<b>Capital:</b>	<b>Cost</b>	<b>Comments</b>
<i>Equipment</i>	30,000	
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>30,000</b>	

<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>
<i>FY 2025</i>	30,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? Y

Department of Public Works Assistance Required (Y/N)? N

<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	-	-

<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>		

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:** Districtwide replacement of playground mulch with specialized mats to prevent injury from falls especially from swing sets. Rubber mats provide a more effective and permanent cushion.

**Project Manager(s):** Paul Dart, Director of Finance, Kevin Pimental, Building Manager and Assistant Project Manager

**Select Board Strategic Plan:** The project falls within Section III of the Select Board Strategic Plan Priorities, "Continue collaboration with School Department to complete facility and efficiency upgrades."

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	DPW-Engineering	<b>Submitted/Prepared By:</b>	James McLoughlin	<b>Unique Dept. Priority #:</b>	4
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<b>Project Title/Description:</b>	Renew Software Licenses				
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<b>Estimated Costs</b>	<b>(attach additional information including the quote)</b>	
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Capital:	Cost	Comments
<i>Equipment</i>		
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>	45,000	
<i>Contingency</i>		
<b>Total Capital</b>	<b>45,000</b>	

Estimated Cash Flow:	Capital	O&M
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<i>FY 2025</i>	45,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Y**

Department of Public Works Assistance Required (Y/N)?

O & M Costs:	One Time	Annual/Ongoing
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<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	<b>-</b>	<b>-</b>

Available/Potential Funds:	Amount	Comment
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<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	<b>-</b>	

<b>Project Description / Project Management / Connection to Select Board Strategic Plan:</b>
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**Project Description:**

Software licenses for AutoCAD, utilized for plan creation as well as the GPS system utilized for survey assignments require renewal for the Engineering Department to perform daily functions. The cost for the renewals is \$45,000.

Supplemental appropriation for November 2025.

**Project Manager(s):** James McLoughlin

**Select Board Strategic Plan:** VI. Organizational Effectiveness & Community Engagement

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	DPW-Engineering	<b>Submitted/Prepared By:</b>	James McLoughlin	<b>Priority # :</b>	1
<b>Project Title/Description:</b>	Rivers/Pond Maintenance				

<b>Estimated Costs</b>		
<b>Capital:</b>	<b>Cost</b>	<b>Comments</b>
<i>Equipment</i>		
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>	100,000	
<i>Construction</i>	100,000	Dredging
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>200,000</b>	

<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>
<i>FY 2025</i>	200,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Y**

Department of Public Works Assistance Required (Y/N)?

<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	-	-

<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>Waterways</i>	200,000	
<b>Total Available</b>	<b>200,000</b>	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**

An assessment of alternatives for Tidal Restoration at the Fresh River was completed by Woods Hole Group , funded by a grant from the Massachusetts Office of Coastal Zone Management. Dredging the shoal at the entrance to the Fresh River Basin, Modifying the Culvert under Surf Drive, Modifying the existing Jetties and installation of Stormwater BMPs were evaluated. Dredging is estimated to cost \$100,000, Culvert modification is estimated at \$1,000,00, Jetty modification is estimated at \$500,000 and Stormwater BMPs are estimated at \$75,000. The initial ask is for the design and dredging and with better design information the rest of the project will be brought to Town Meeting.

Dredging and Design of other improvements can be completed within a year. Culvert and Jetty improvements would be completed in year 2 and Stormwater BMPs in year 3. It may be possible to use the spoils from dredging at certain beaches.

**Project Manager(s):** James McLoughlin

**Select Board Strategic Plan:** V. Management of Coastal/Natural Resources & Infrastructure

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	DPW-Engineering	<b>Submitted/Prepared By:</b>	James McLoughlin	<b>Priority # :</b>	2
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<b>Project Title/Description:</b>	Coastal Erosion Repair and Maintenance				
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**Estimated Costs** See letter report from Sustainable Coastal Solutions, 3/19/2024

Capital:	Cost	Comments
<i>Equipment</i>		
<i>Maintenance</i>		
<i>Planning/Study</i>	180,000	
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>180,000</b>	

Estimated Cash Flow:	Capital	O&M
<i>FY 2025</i>	180,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Y**

Department of Public Works Assistance Required (Y/N)?

O & M Costs:	One Time	Annual/Ongoing
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	-	-

Available/Potential Funds:	Amount	Comment
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	-	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

Project Description:

Capital improvement funds for Coastal Erosion Repair are necessary for performing work along Great Bay Street at Great Pond. This capital request will assess the 1.2 mile shoreline of Great Bay Street, identify the most critical areas for construction, and call for design and permitting of a Phase I section for an anticipated length of approximately 700 feet.

The Coastal Resilience Coordinator will analyze Town projects and will work to prioritize Town initiatives.

Project Manager(s): James McLoughlin

Select Board Strategic Plan: V. Management of Coastal/Natural Resources & Infrastructure

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	DPW-Engineering	<b>Submitted/Prepared By:</b>	James McLoughlin	<b>Unique Dept. Priority #</b>	3
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<b>Project Title/Description:</b>	NPDES MS4 Compliance				
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<b>Estimated Costs (attach additional information including the quote)</b>		
<b>Capital:</b>	<b>Cost</b>	<b>Comments</b>
<i>Equipment</i>		
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>	150,000	
<i>Construction</i>	120,000	
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>270,000</b>	

<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>
<i>FY 2025</i>	270,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Y**

Department of Public Works Assistance Required (Y/N)?

<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	<b>-</b>	<b>-</b>

<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	<b>-</b>	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

Project Description:

Funding for the Town's National Pollutant Discharge Elimination System (NPDES) program are necessary to comply with the EPA/DEP General Permit for Stormwater Discharges for small municipal separate storm sewer systems (MS4) located in the Town of Falmouth. Funds are necessary to track, monitor, sample, and report on the Town's significant number of drainage structures and implement the required Stormwater Program including stormwater improvements, regulation creation, education and outreach to the public. Annual compliance is estimated at \$75,000.

Removal of existing leaching floor drains in the DPW facility and installation of solid bottom drains piped to a tight tank are estimated at \$195,000 (\$75,000 Design/Permit and \$120,000 Construction).

Project Manager(s): James McLoughlin

Select Board Strategic Plan: VII. Water, Wastewater and Solid Waste Management

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	DPW HIGHWAY DIVISION	<b>Submitted/Prepared By:</b>	JAMES F GRADY JR	<b>Unique Dept Priority # (1-X):</b>	1
<b>Project Title/Description:</b>	Roadway Construction and Maintenance				

<b>Estimated Costs</b>	<b>(attach additional information including the quote)</b>	
<b>Capital:</b>	<b>Cost</b>	<b>Comments</b>
<i>Equipment</i>		
<i>Maintenance</i>	200,000	
<i>Planning/Study</i>		
<i>Design</i>	100,000	
<i>Construction</i>	200,000	
<i>Land Acquisition</i>		
<i>Pavement Preservation</i>	400,000	
<i>Roadway Paving</i>	800,000	
<b>Total Capital</b>	<b>1,700,000</b>	

<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>
<i>FY 2025</i>	1,700,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Y**

Department of Public Works Assistance Required (Y/N)?

<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	-	-

<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	-	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:** The Department of Public Works Highway Division requests funding for continued roadway maintenance and repair. This funding will allow the division to make needed infrastructure improvements within the community. Improvements and repairs to our stormwater system, sidewalks and roadways are the primary focus of this request. New methods of roadway preservation such as Micro-surfacing, crack sealing, and Chip sealing were a focus last fiscal year and have proven to be effective. Preservation treatments will prolong the life of our roadways and allow for reconstruction of other roadways in need. Making Accommodations for Complete Streets , ADA compliance, crosswalk and sidewalks are always a focus.

**Project Manager(s):** James F Grady Jr.  
**Select Board Strategic Plan:** III



**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	DPW HIGHWAY DIVISION	<b>Submitted/Prepared By:</b>	JAMES F GRADY JR	<b>Unique Dept Priority # (1-X):</b>	2
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<b>Project Title/Description:</b>	Bicycle / Pedestrian Accomodations				
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<b>Estimated Costs (attach additional information including the quote)</b>		
<b>Capital:</b>	<b>Cost</b>	<b>Comments</b>
<i>Equipment</i>	10,000	Portable Toilets
<i>Maintenance</i>	15,000	Paint Markings / Signage
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Pavement Preservation</i>	10,000	Crack Sealing
<i>Paving</i>	55,000	Asphalt Paving
<b>Total Capital</b>	<b>90,000</b>	

<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>
<i>FY 2025</i>	90,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Y**

Department of Public Works Assistance Required (Y/N)?

<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	-	-

<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	-	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:** The Highway Division requesting yearly funding for continued bicycle and pedestrian accommodations on the Shining Seas Bikeway. Improvements on asphalt, signage, parking, pathway markings and landscape work are all part of the yearly maintenance performed to keep our pathway safe and looking attractive to our may visitors who frequent the area.

**Project Manager(s):** James F Grady

**Select Board Strategic Plan:** III



**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Fleet - Conservation	<b>Submitted/Prepared By:</b>	Edwin Rivera	<b>Unique Dept Priority # (1-X):</b>	4
<b>Project Title/Description:</b>	CC-1				

<b>Estimated Costs (attach additional information including the quote)</b>		
Capital:	Cost	Comments
<i>Equipment</i>	55,000	
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>55,000</b>	

<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>
<i>FY 2025</i>		
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? Y

Department of Public Works Assistance Required (Y/N)?

<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	-	-

<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	-	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**

This request is for replacement of CC-1, which is a 2006 Ford Explorer with 50,000 miles. For many years this was the only vehicle for conservation. Past town meetings have made an additional vehicle possible for this division, which allows CC-1 to be available for the land management side of the division. Staff are more often driving off-road and in harsh conditions with the need to carry tools and equipment, which is not possible with the current vehicle. This vehicle is not practical for this work and funding is being requested to trade it in for a full size 4X4 pick-up or equivalent with a truck cap. Conservation land management is a big part of the divisions operations and this vehicle will staff members tools and equipment to remote areas where land management is taking place.



Select Board Strategic Plan: Energy & Water Conservation and Sustainability      Project Manager(s): Edwin Rivera

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Fleet - Highway Department	<b>Submitted/Prepared By:</b>	Edwin Rivera	<b>Unique Dept Priority # (1-X):</b>	6
<b>Project Title/Description:</b>	H-26				

<b>Estimated Costs (attach additional information including the quote)</b>		
Capital:	Cost	Comments
<i>Equipment</i>	347,000	
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>347,000</b>	

Estimated Cash Flow:	Capital	O&M
<i>FY 2025</i>		
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? Y

Department of Public Works Assistance Required (Y/N)?

O & M Costs:	One Time	Annual/Ongoing
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	-	-

Available/Potential Funds:	Amount	Comment
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	-	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**

This is a request for a new H26, 2025 Mack six-wheel dump truck that will be outfitted with a salt spreader and snowplow. This will be used in the day-to-day Highway Division operations. H26 would also be used in the winter months on snow and ice operations by reducing the large salt routes that have high lane mile coverage into smaller ones (North Falmouth / Rt151 zones) The current fleet has 8 salt trucks with routes that have lane coverage of over 14 miles per unit with industry standard of 6.8 miles. This will create smaller salt / plow routes with safer roadways and will be more flexible for dispatch in the interim when a vehicle goes down on long length storms.



Select Board Strategic Plan: Financial and Economic Stability

Project Manager(s): Edwin Rivera

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Fleet - Parks Department	<b>Submitted/Prepared By:</b> Edwin Rivera	<b>Unique Dept Priority # (1-X):</b> 1
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<b>Project Title/Description:</b>	P-40		
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<b>Estimated Costs</b>	<b>(attach additional information including the quote)</b>	
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Capital:	Cost	Comments
<i>Equipment</i>	397,000	
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>397,000</b>	

Estimated Cash Flow:	Capital	O&M
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<i>FY 2025</i>	397,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? Y

Department of Public Works Assistance Required (Y/N)? N

O & M Costs:	One Time	Annual/Ongoing
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<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	-	-

Available/Potential Funds:	Amount	Comment
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<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	-	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**  
 This is a request to replace P-40, a 2009 International Forestry bucket truck with 85,000 miles. This vehicle is used by the Parks Dept Forestry Division. It will be replaced with a 2025 Mack 6-wheeler with an Altec 75ft aerial. P-40 has served the town very well during the everyday calls and during all other weather-related town wide tree damage. P-40 has come to the end of it use due to the aerial having been discontinued and parts are no longer available for service. The New P-40 will have a delivery date of mid year 2026.



Select Board Strategic Plan: Financial and Economic Stability      Project Manager(s): Edwin Rivera

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Fleet - Water Department	<b>Submitted/Prepared By:</b>	Edwin Rivera	<b>Unique Dept Priority # (1-X):</b>	2
<b>Project Title/Description:</b>	W-04				

<b>Estimated Costs (attach additional information including the quote)</b>		
Capital:	Cost	Comments
<i>Equipment</i>	70,000	
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>70,000</b>	

Estimated Cash Flow:	Capital	O&M
<i>FY 2025</i>		
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? Y

Department of Public Works Assistance Required (Y/N)?

O & M Costs:	One Time	Annual/Ongoing
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	-	-

Available/Potential Funds:	Amount	Comment
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	-	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**

This is a request to replace W-4 a 2013 Ford F150 pick-up with 165,000 miles. W-4 is used by the water dept on call supervisor. W-4 will be replaced with a 2025 Ford F350 Pick-up With a plow. W-4 has served the town very well and with the high miles and high repairs cost we recommend replacement.



Select Board Strategic Plan: Water, Wastewater & Solid waste Management

Project Manager(s): Edwin Rivera

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	DPW- Wastewater	<b>Submitted/Prepared By:</b> Amy Lowell	<b>Unique Dept Priority # (1-X):</b> 1
<b>Project Title/Description:</b>	Outfall - Expanded Data Collection and Permitting		

<b>Estimated Costs</b> (attach additional information including the quote)		
<b>Capital:</b>	<b>Cost</b>	<b>Comments</b>
<i>Equipment</i>		
<i>Maintenance</i>		
<i>Planning/Study</i>	430,000	
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>430,000</b>	

<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>
<i>FY 2025</i>	430,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Y**  
 Department of Public Works Assistance Required (Y/N)? **N**

<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	-	-

<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	-	

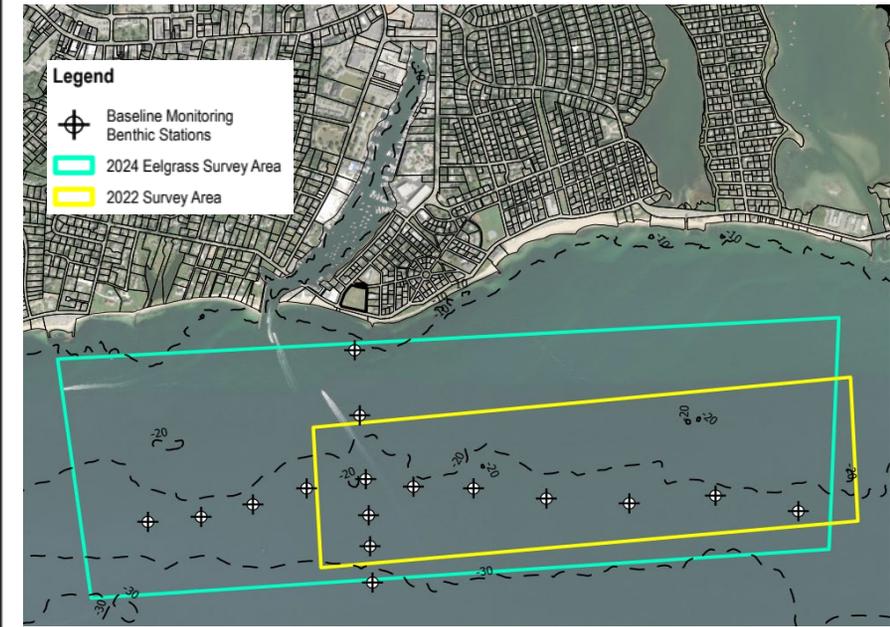
**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:** Funds were appropriated under Article Art 3 of November 2023 to collect data and conduct evaluations required to permit an ocean outfall for discharge of Falmouth's tertiary treated wastewater. An important part of the scope under that article was to meet with federal and state regulators to review and refine the data collection and evaluation scope of work. The Town and its consultant have met extensively with federal and state regulatory agencies since November 2023, and based on agency comments, the baseline data collection scope and permitting level of effort have increased from what was previously envisioned. The biggest changes are an increase in the area of the eelgrass survey, and an increase in the number of benthic samples. In addition, the level of effort for agency coordination is higher than originally estimated due to the number of regulatory agencies involved and the extent of their engagement.

Funding will be requested at a future Town Meeting to incorporate the information gained from data collection and evaluations/modeling into an Environmental Impact Statement and permit applications. An outfall would allow the town to cease discharge of treated wastewater to land upgradient of coastal and freshwater ponds.

**Project Manager(s):** Amy Lowell

**Select Board Strategic Plan:** VII. Water, Wastewater & Solid Waste Management



**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	DPW- Wastewater	<b>Submitted/Prepared By:</b>	Amy Lowell	<b>Unique Dept Priority # (1-X):</b>	2
<b>Project Title/Description:</b>	Wastewater System Equipment Repair/Replacement				
<b>Estimated Costs</b>	<b>(attach additional information including the quote)</b>				
<b>Capital:</b>	<b>Cost</b>	<b>Comments</b>			
<i>Equipment</i>	125,000				
<i>Maintenance</i>					
<i>Planning/Study</i>					
<i>Design</i>					
<i>Construction</i>					
<i>Land Acquisition</i>					
<i>Software</i>					
<i>Contingency</i>					
<b>Total Capital</b>	<b>125,000</b>				
<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>			
<i>FY 2025</i>	125,000				
<i>FY 2026</i>					
<i>FY 2027</i>					
<i>FY 2028</i>					
<i>FY 2029</i>					
<i>FY 2030</i>					
<i>FY 2031</i>					
<i>FY 2032</i>					
<i>FY 2033</i>					
For Free Cash Articles- able to complete in 3 Years (Y/N)? Y					
Department of Public Works Assistance Required (Y/N)?					
<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>			
<i>Personnel</i>					
<i>Expense</i>					
<i>Other</i>					
<b>Total O &amp; M</b>	-	-			
<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>			
<i>Department Article(s) to Re-appropriate</i>					
<i>Bond Proceeds Unspent</i>					
<i>In-kind</i>					
<i>Federal Grant</i>					
<i>State Grant</i>					
<i>CPA</i>					
<b>Total Available</b>	-				

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:** Funds are requested to repair/replace equipment and/or make system upgrades that cannot be covered within the operating budget, including: replacing the telephone communication with more reliable radio communication at the New Silver Beach lift station, New Silver Beach wastewater treatment facility, and high school; replacing the mechanical seals on the pumps at the Surf Drive lift station; purchase of 12 manhole frames and covers for replacement on Surf Drive; major service to one of the three SBR blowers at the Main WWTF; and replacement of one pump at the Park Road lift station.

**Project Manager(s):** Amy Lowell

**Select Board Strategic Plan:** VII. Water, Wastewater & Solid Waste Management

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Water	<b>Submitted/Prepared By:</b>	Matt Lanen	<b>Unique Dept Priority # (1-X):</b>	1
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<b>Project Title/Description:</b>	Water Meter Replacement Program to convert to 100% radio read meters				
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Estimated Costs (attach additional information including the quote)		
Capital:	Cost	Comments
		Capital request to catch up -- how much needs to be added annually in addition to the \$175,000 already in the budget to keep up with the meter replacements?
<i>Equipment</i>	425,000	
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>425,000</b>	

Project Description / Project Management / Connection to Select Board Strategic Plan:
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**Project Description:** We are requesting a capital allocation of \$425,000 this year for water meter replacement. We are currently at over 94% radio read meters. Over the next three years, the department would like to be at 100% radio read meters.

- The benefit of having all radio read meters are as follows:
1. Ability to change the billing and revenue collection cycle from bi-annual to quarterly providing improved cash flow during the fiscal year.
  2. Improved ability to identify and manage delinquent accounts.
  3. Improved ability to detect abnormal water consumption - out of range excess usage is potentially a leak and is brought to the attention of property owners thereby minimizing waste of water and financial hardship to the homeowner.
  4. With radio readers the labor and time to read meters is reduced allowing the Town to migrate to quarterly readings without having to increase staff.
  5. The ability to implement a fixed metering network for real time meter reading.

**Project Manager(s):** Matt Lanen

**Select Board Strategic Plan:** III. Water and Wastewater Management

Estimated Cash Flow:	Capital	O&M
<i>FY 2025</i>	425,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? Yes

Department of Public Works Assistance Required (Y/N)?

O & M Costs:	One Time	Annual/Ongoing
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	-	-

Available/Potential Funds:	Amount	Comment
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	-	



**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Water	<b>Submitted/Prepared By:</b>	Matt Lanen	<b>Priority #</b>	2
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<b>Project Title/Description:</b>	Water Main Replacement
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Estimated Costs (attach additional information if available)		
Capital:	Cost	Comments
Equipment		
Maintenance		
Planning/Study		
Design		
Construction	2,190,509	FY25
Land Acquisition		
Other		
Contingency		
<b>Total Capital</b>	<b>2,190,509</b>	

Estimated Cash Flow:	Capital	O&M
FY 2025	2,190,509	
FY 2026		
FY 2027		
FY 2028		
FY 2029		
FY 2030		
FY 2031		
FY 2032		
FY 2033		

For Free Cash Articles- able to complete in 3 Years (Y/N)?	Yes
Department of Public Works Assistance Required (Y/N)?	

O & M Costs:	One Time	Annual/Ongoing
Personnel		
Expense		
Other		
<b>Total O &amp; M</b>	<b>0</b>	<b>0</b>

Available/Potential Funds:	Amount	Comment
Department Articles to Re-appropriate - 350-3213-7531, A2 11/19 TECH PARK TANK PAINTING	59,491	Close out remaining balance of the completed project.
Bond Proceeds Unspent		
Eversource	750,000	
State Grant		
CPA		
<b>Total Available</b>	<b>809,491</b>	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Descriptions:**

The Town had a consultant create a capital efficiency plan (CEP) in 2019 to evaluate the condition of the Falmouth water mains. The plan identified 3 phases of work that would replace water mains in Town. Phase 1 and 2 of the CEP calls for spending roughly 3 million dollars annually replacing water mains over a 40 year period. This is the second year of implementing the CEP and would replace water mains on the following streets: Sandwich Road (Teaticket HWY to Brick Kiln), Leslie Street, Sumner Street, Hilton Avenue, James Street (area off Woods Hole Road), Surf Drive (Shore St to Mill Rd)

**DESIGN**

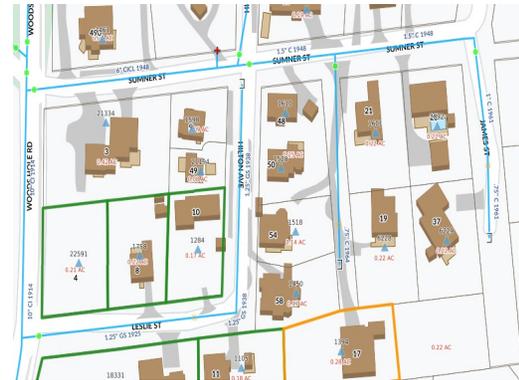
Design for this water main replacement article is complete and ready for construction.

**FUNDING**

Water rates would fund this project supplemented by free cash, article re-appropriation, and other funding sources as identified.

Project Manager(s): Matt Lanen

Select Board Strategic Plan: III. Water and Wastewater Management



**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Water	<b>Submitted/Prepared By:</b>	Matt Lanen	<b>Priority #</b>	3
<b>Project Title/Description:</b>	Crooked Pond Treatment Plant Air Stripper Media Replacement				

Estimated Costs (attach additional information if available)		
Capital:	Cost	Comments
<i>Equipment</i>		
<i>Maintenance</i>	450,000	
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Other</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>450,000</b>	

Estimated Cash Flow:	Capital	O&M
<i>FY 2025</i>	450,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Yes**

Department of Public Works Assistance Required (Y/N)?

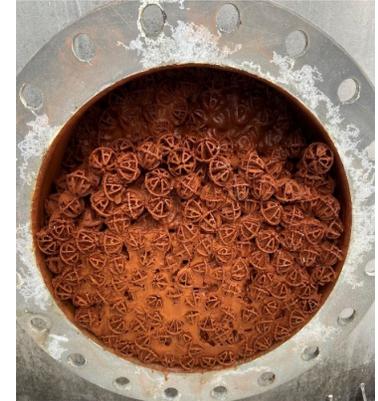
O & M Costs:	One Time	Annual/Ongoing
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	<b>0</b>	<b>0</b>

Available/Potential Funds:	Amount	Comment
<i>Department Articles to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	<b>0</b>	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**

The Crooked Pond Treatment plant treats water pumped from the Crooked Pond Well and the Coonamessett Well. The first part of the treatment process is to aerate the water as it enters the treatment plant. Inside the aeration tower are plastic media balls that periodically need to be removed and replaced. Build up or iron and manganese from the raw water wells causes the tower to lose efficiency over time and not work as desired. This funding would allow for the replacement of the media balls.



**Project Manager(s):** Matt Lanen

**Select Board Strategic Plan:** III. Water and Wastewater Management



**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Water	<b>Submitted/Prepared By:</b>	Matt Lanen	<b>Priority #</b>	4
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**Project Title/Description:** Annual Leak Detection Survey

Estimated Costs (attach additional information if available)		
Capital:	Cost	Comments
<i>Equipment</i>	100,000	
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Other</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>100,000</b>	

Estimated Cash Flow:	Capital	O&M
<i>FY 2025</i>	100,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

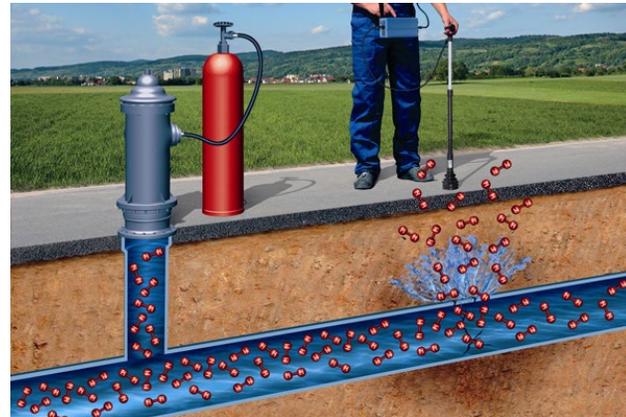
For Free Cash Articles- able to complete in 3 Years (Y/N)?			Yes
Department of Public Works Assistance Required (Y/N)?			
O & M Costs:	One Time	Annual/Ongoing	
<i>Personnel</i>			
<i>Expense</i>			
<i>Other</i>			
<b>Total O &amp; M</b>	<b>0</b>		<b>0</b>

Available/Potential Funds:	Amount	Comment
<i>Department Articles to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	<b>0</b>	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**  
 The Falmouth Water system consists of roughly 400 miles of water main. With a substantial amount of old pipe infrastructure dating back to the 1800's, along with water mains in close proximity to sea water, small leaks can develop that go unnoticed. A leak detection survey is required by MADEP and also an effective way to find and repair water main leaks. In more recent years with droughts and increased system demands, conserving every drop of water is important. Finding small leaks and fixing them also protects the water system from any potential backflow or cross connection event.

**Project Manager(s):** Matt Lanen  
**Select Board Strategic Plan:** III. Water and Wastewater Management



**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Water	<b>Submitted/Prepared By:</b>	Matt Lanen	<b>Priority #</b>	5
<b>Project Title/Description:</b>	Water Treatment Facility Upgrades				

Estimated Costs (attach additional information if available)		
Capital:	Cost	Comments
<i>Equipment</i>	100,000	FY25
<i>Maintenance</i>	100,000	FY25
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Other</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>200,000</b>	

Estimated Cash Flow:	Capital	O&M
<i>FY 2025</i>	200,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Yes**  
 Department of Public Works Assistance Required (Y/N)?

O & M Costs:	One Time	Annual/Ongoing
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	<b>0</b>	<b>0</b>

Available/Potential Funds:	Amount	Comment
<i>Department Articles to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	<b>0</b>	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**  
 The Towns Water infrastructure is starting to age in certain locations. Small repairs and preventative measures can be taken to ensure longevity and quality drinking water for years to come. Those include:

1. Upgrade roadways that lead to the water facilities. Most roads are gravel or dirt that need to be upgraded or paved. This will ensure proper accessibility for tractor trailers that deliver chemicals and crane trucks that work on well equipment
2. Installation of new software and hardware that will prove better reliability to the facilities.
3. Pumps, motors and the Variable Frequency Drives (VFDs) at each of the wells, at the Upper Cape, at the Crooked Pond Water Treatment Plant, and at the Long Pond Water Treatment Plant need to be rebuilt or replaced in the near future. Replacement VFDs would have improved electronics and power monitoring capabilities and an increase in efficiency.
4. Well cleaning. Over time the specific yield of a well decreases and periodically each well needs to be taken off line and "cleaned".
5. Upgrade/replace building roofing, siding, and trim.
6. Equipment Storage trailer. The Water Division currently has a significant inventory of mobile equipment that is stored outside year round, and is exposed to the weather.

**Project Manager(s):** Matt Lanen  
**Select Board Strategic Plan:** III. Water and Wastewater Management

**CAPITAL IMPROVEMENT REQUEST FORM - July 2025**

<b>Department:</b>	Water	<b>Submitted/Prepared By:</b>	Matt Lanen	<b>Priority #</b>	6
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<b>Project Title/Description:</b>	Annual: Backflow / Survey Testing				
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Estimated Costs (attach additional information if available)		
Capital:	Cost	Comments
<i>Equipment</i>		
<i>Maintenance</i>	200,000	
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Other</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>200,000</b>	

Estimated Cash Flow:	Capital	O&M
<i>FY 2025</i>	200,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Yes**  
 Department of Public Works Assistance Required (Y/N)?

O & M Costs:	One Time	Annual/Ongoing
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	<b>0</b>	<b>0</b>

Available/Potential Funds:	Amount	Comment
<i>Department Articles to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	<b>0</b>	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**  
 The Falmouth Water Department is requesting funds to continue our backflow and survey program required by MADEP under the Drinking Water Regulations of the Commonwealth of Massachusetts, CMR 22.22. Current rules require all commercial double check valve assemblies to be tested annually while RPZ devices need to be tested semi-annually. Also required by MADEP is a field survey of all new commercial properties to ensure no cross connections exist via back siphonage and backpressure. The change of use of a commercial property may also require a backflow device(s) and needs to be surveyed.



*Double Check Valve Assembly*



*RPZ Assembly*



*Backflow Tester Assembly*

**Project Manager(s):** Matt Lanen  
**Select Board Strategic Plan:** III. Water and Wastewater Management

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Water	<b>Submitted/Prepared By:</b>	Matt Lanen	<b>Priority #</b>	7
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<b>Project Title/Description:</b> Neptune 360 Meter Reading Software		
<b>Estimated Costs</b> (attach additional information if available)		
<b>Capital:</b>	<b>Cost</b>	<b>Comments</b>
<i>Equipment</i>	20,000	
<i>Maintenance</i>	30,000	
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Other</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>50,000</b>	

<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>
<i>FY 2025</i>	50,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		

<b>For Free Cash Articles- able to complete in 3 Years (Y/N)?</b>	Yes
<b>Department of Public Works Assistance Required (Y/N)?</b>	

<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	<b>0</b>	<b>0</b>

<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>
<i>Department Articles to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	<b>0</b>	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**  
 The Falmouth Water Department has an obsolete meter reading system. The latest software available would create more efficiency in our daily operations to read meters and capture real time data. This will also allow staff more time to install updated water meters inside homes and businesses. Neptune 360 will also assist administration to draft abatements more accurately, track water service leaks and, reduce the current inefficient methods to produce semi-annual bills to customers. Additionally, Neptune 360 has customer portal access to view their water usage and pay outstanding balances which reduces the paper billings we submit to each customer semi-annually.



**Project Manager(s):** Matt Lanen  
**Select Board Strategic Plan:** III. Water and Wastewater Management

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Water	<b>Submitted/Prepared By:</b>	Matt Lanen	<b>Priority #</b>	8
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<b>Project Title/Description:</b>	LPWTF Dehumidification				
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Estimated Costs (attach additional information if available)		
Capital:	Cost	Comments
Equipment		
Maintenance		
Planning/Study		
Design	50,000	
Construction		
Land Acquisition		
Other		
Contingency		
<b>Total Capital</b>	<b>50,000</b>	

Estimated Cash Flow:	Capital	O&M
FY 2025	50,000	
FY 2026		
FY 2027		
FY 2028		
FY 2029		
FY 2030		
FY 2031		
FY 2032		

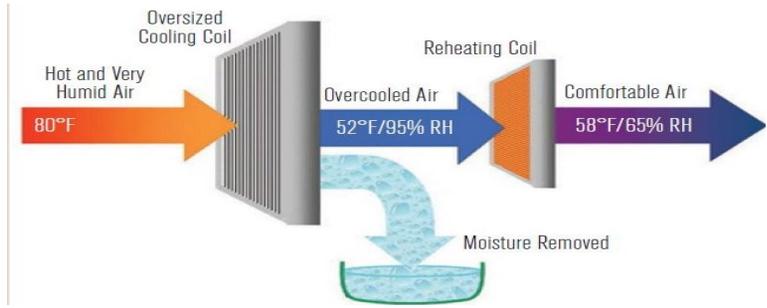
For Free Cash Articles- able to complete in 3 Years (Y/N)? **Yes**  
 Department of Public Works Assistance Required (Y/N)?

O & M Costs:	One Time	Annual/Ongoing
Personnel		
Expense		
Other		
<b>Total O &amp; M</b>	<b>0</b>	<b>0</b>

Available/Potential Funds:	Amount	Comment
Department Articles to Re-appropriate		
Bond Proceeds Unspent		
Federal Grant		
State Grant		
CPA		
<b>Total Available</b>	<b>0</b>	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**  
 The Long Pond Water Treatment Facility was designed without dehumidification. Currently, there is high moisture inside of the facility do to seasonal fluctuations in air and water temperature. When the internal components of the facility experience high moisture over time, the lifecycle of these parts begin to fail quicker and cost more in operating expenses. A dehumidification design would assist in our long range operating budget, lengthening the lifecycle of the many components inside Long Pond Water Treatment Facility.



Project Manager(s): Matt Lanen  
 Select Board Strategic Plan: III. Water and Wastewater Management

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Water	<b>Submitted/Prepared By:</b>	Matt Lanen	<b>Priority #</b>	9
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<b>Project Title/Description:</b>	Media Replacement CPTP - Carbon				
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Estimated Costs (attach additional information if available)		
Capital:	Cost	Comments
<i>Equipment</i>		
<i>Maintenance</i>	250,000	
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Other</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>250,000</b>	

Estimated Cash Flow:	Capital	O&M
<i>FY 2025</i>	250,000	
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Yes**  
 Department of Public Works Assistance Required (Y/N)?

O & M Costs:	One Time	Annual/Ongoing
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	<b>0</b>	<b>0</b>

Available/Potential Funds:	Amount	Comment
<i>Department Articles to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	<b>0</b>	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

The carbon media at Crooked Pond Treatment Plant is nearing its life cycle of ten years. Carbon media assists in the finished water process to remove contaminants such as: nitrates, gases and odors.



Project Manager(s): Matt Lanen  
 Select Board Strategic Plan: III. Water and Wastewater Management

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Water	<b>Submitted/Prepared By:</b>	Matt Lanen	<b>Priority #</b>	10
<b>Project Title/Description:</b>	CPTP - Roof Replacement				
<b>Estimated Costs</b>	<i>(attach additional information if available)</i>				
<b>Capital:</b>	<b>Cost</b>	<b>Comments</b>			
<i>Equipment</i>					
<i>Maintenance</i>					
<i>Planning/Study</i>					
<i>Design</i>					
<i>Construction</i>	90,000				
<i>Land Acquisition</i>					
<i>Other</i>					
<i>Contingency</i>					
<b>Total Capital</b>	<b>90,000</b>				
<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>			
<i>FY 2025</i>	90,000				
<i>FY 2026</i>					
<i>FY 2027</i>					
<i>FY 2028</i>					
<i>FY 2029</i>					
<i>FY 2030</i>					
<i>FY 2031</i>					
<i>FY 2032</i>					
For Free Cash Articles- able to complete in 3 Years (Y/N)? Yes					
Department of Public Works Assistance Required (Y/N)?					
<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>			
<i>Personnel</i>					
<i>Expense</i>					
<i>Other</i>					
<b>Total O &amp; M</b>	<b>0</b>	<b>0</b>			
<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>			
<i>Department Articles to Re-appropriate</i>					
<i>Bond Proceeds Unspent</i>					
<i>Federal Grant</i>					
<i>State Grant</i>					
<i>CPA</i>					
<b>Total Available</b>	<b>0</b>				
<b>Project Description / Project Management / Connection to Select Board Strategic Plan:</b>					
<p><b>Project Description:</b>                      The Crooked Pond Treatment Plant was built in 2004. The roof is now 20 years old. Recently, a leak appeared inside the facility. After a professional roofing inspection, the recommendation was: temporarily repair the roof and proceed to replace the roof when possible.</p>					
					
<p>Project Manager(s): Matt Lanen                      Select Board Strategic Plan: III. Water and Wastewater Management</p>					

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Water	<b>Submitted/Prepared By:</b>	Matt Lanen	<b>Priority #</b>	11
<b>Project Title/Description:</b>	LPWTF 3rd Lagoon				
<b>Estimated Costs</b>	<b>(attach additional information if available)</b>				
<b>Capital:</b>	<b>Cost</b>	<b>Comments</b>			
<i>Equipment</i>					
<i>Maintenance</i>					
<i>Planning/Study</i>					
<i>Design</i>	100,000				
<i>Construction</i>					
<i>Land Acquisition</i>					
<i>Other</i>					
<i>Contingency</i>					
<b>Total Capital</b>	<b>100,000</b>				
<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>			
<i>FY 2025</i>	100,000				
<i>FY 2026</i>					
<i>FY 2027</i>					
<i>FY 2028</i>					
<i>FY 2029</i>					
<i>FY 2030</i>					
<i>FY 2031</i>					
<i>FY 2032</i>					
<b>For Free Cash Articles- able to complete in 3 Years (Y/N)?</b>		Yes			
<b>Department of Public Works Assistance Required (Y/N)?</b>					
<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>			
<i>Personnel</i>					
<i>Expense</i>					
<i>Other</i>					
<b>Total O &amp; M</b>	<b>0</b>	<b>0</b>			
<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>			
<i>Department Articles to Re-appropriate</i>					
<i>Bond Proceeds Unspent</i>					
<i>Federal Grant</i>					
<i>State Grant</i>					
<i>CPA</i>					
<b>Total Available</b>	<b>0</b>				

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**  
 The Falmouth Water Department is requesting design money to install a 3rd lagoon at Long Pond Water Treatment Facility. Each lagoon captures and holds the discharged sludge material. Sludge is the accumulated solids separated from water during the treatment process. A third lagoon would lengthen the settlement period before the sludge is permanently removed (making the sludge less dense saves substantial hauling costs on removal).



**Project Manager(s):** Matt Lanen  
**Select Board Strategic Plan:** III. Water and Wastewater Management

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Disability Commission	<b>Submitted/Prepared By:</b>	Susan Lumping	<b>Priority #</b>	1
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<b>Project Title/Description:</b>	Town Hall Lower Level Entrance Doors				
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Estimated Costs (attach additional information if available)		
Capital:	Cost	Comments
<i>Equipment</i>	8,000	
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>	2,000	
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>10,000</b>	

Estimated Cash Flow:	Capital	O&M
<i>FY 2024</i>	10,000	
<i>FY 2025</i>		
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Y**

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Y**

O & M Costs:	One Time	Annual/Ongoing
<i>Personnel</i>		As Necessary
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	<b>0</b>	<b>0</b>

Available/Potential Funds:	Amount	Comment
<i>Department Articles to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	<b>0</b>	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**  
 The Town is seeking funds to install automatic door openers on the lower level interior doors at Town Hall to facilitate access to the accessible bathroom.

**Project Manager:** Greg Endicott, Facilities Director

**Connection to Select Board Strategic Plan:** III. Financial and Economic Stability

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Recreation	<b>Submitted/Prepared By:</b>	Joe Olenick	<b>Unique Dept Priority # (1-X):</b>	1
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<b>Project Title/Description:</b>	Safety repair-3 Basketball Hoops				
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<b>Estimated Costs (attach additional information including the quote)</b>		
<b>Capital:</b>	<b>Cost</b>	<b>Comments</b>
<i>Equipment</i>	15,000	
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>	3,000	20%
<b>Total Capital</b>	<b>18,000</b>	

<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>
<i>FY 2025</i>		
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

**For Free Cash Articles- able to complete in 3 Years (Y/N)?** Yes

**Department of Public Works Assistance Required (Y/N)?** Facilities

<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	-	-

<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	-	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**

There is a need to replace three motors on the indoor gym baskets along with the cable that supports the hoops. This is a substantial cost that would use more than half of the department repair and maintenance budget. These three motors to my knowledge are original from when the building was built in 1988. The other three motors along with their support wires have already been replaced. This a safety concern as if the wire breaks the basket will not be safe to use. If the motor stops working the basket will be stuck in either the up or down position until it is repaired. A 20% contingency is included to cover cost increases for the next 6-10 months and unanticipated costs.

**Project Manager(s):** Joe Olenick/Julie Williams Tinkham, Kevin Rottler

**Select Board Strategic Plan:**

Maintain municipal facilities to preserve the value of the assets and provide a good working environment for staff.

The Town will focus on efforts to efficiently use our limited staffing and budgetary resources to sustain a high quality of public safety and improve accessibility in the Town of Falmouth.

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Recreation	<b>Submitted/Prepared By:</b>	Joe Olenick	<b>Unique Dept Priority # (1-X):</b>	3
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<b>Project Title/Description:</b>	Replace Carpet in Rec Center Office and Second Floor
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Estimated Costs (attach additional information including the quote)		
Capital:	Cost	Comments
<i>Equipment</i>	35,000	
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>	7,000	20%
<b>Total Capital</b>	<b>42,000</b>	

Estimated Cash Flow:	Capital	O&M
<i>FY 2025</i>		
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Yes**

Department of Public Works Assistance Required (Y/N)? **Yes, Facilities, Minor Assistance**

O & M Costs:	One Time	Annual/Ongoing
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	<b>-</b>	<b>-</b>

Available/Potential Funds:	Amount	Comment
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	<b>-</b>	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**  
The Carpet in the Recreation Center Office and Second Floor is old, stained and torn and needs to be replaced.

**Project Manager(s):** Joe Olenick/Julie Williams Tinkum,  
Kevin Rottler

**Select Board Strategic Plan:**

Maintain municipal facilities to preserve the value of the assets and provide a good working environment for staff.

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Recreation	<b>Submitted/Prepared By:</b>	Joe Olenick	<b>Unique Dept Priority # (1-X):</b>	5
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<b>Project Title/Description:</b>	Carpet/Soundproof Teen Center, Back Room				
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<b>Estimated Costs (attach additional information including the quote)</b>		
<b>Capital:</b>	<b>Cost</b>	<b>Comments</b>
<i>Equipment</i>	30,000	
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>		
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>	6,000	20%
<b>Total Capital</b>	<b>36,000</b>	

<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>
<i>FY 2025</i>		
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Yes**

Department of Public Works Assistance Required (Y/N)? **Yes-Minor Assistance**

<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	-	-

<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	-	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**

The Teen Center and back game room are very loud, making it hard to talk and keep control of children after school and during the summer Adventure Program. sound Proof Flooring will help to keep the noise at an acceptable level and improve our ability to monitor and communicate with the children. The Sound Proofing is product called Kinetex.

**Project Manager(s):** Julie Williams Tinkham

**Select Board Strategic Plan:**

Maintain municipal facilities to preserve the value of the assets and provide a good working environment for staff.

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Recreation	<b>Submitted/Prepared By:</b>	Joe Olenick	<b>Unique Dept Priority # (1-X):</b>	4
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<b>Project Title/Description:</b>	Trotting Park Synthetic Field - Design				
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<b>Estimated Costs</b>	(attach additional information including the quote)			
------------------------	---	--	--	--

Capital:	Cost	Comments
<i>Equipment</i>		
<i>Maintenance</i>		
<i>Planning/Study</i>		
<i>Design</i>	50,000	
<i>Construction</i>		
<i>Land Acquisition</i>		
<i>Software</i>		
<i>Contingency</i>		
<b>Total Capital</b>	<b>50,000</b>	

Estimated Cash Flow:	Capital	O&M
<i>FY 2025</i>		
<i>FY 2026</i>		
<i>FY 2027</i>		
<i>FY 2028</i>		
<i>FY 2029</i>		
<i>FY 2030</i>		
<i>FY 2031</i>		
<i>FY 2032</i>		
<i>FY 2033</i>		

For Free Cash Articles- able to complete in 3 Years (Y/N)? **Yes**

Department of Public Works Assistance Required (Y/N)? **Yes-Minor Assistance**

O & M Costs:	One Time	Annual/Ongoing
<i>Personnel</i>		
<i>Expense</i>		
<i>Other</i>		
<b>Total O &amp; M</b>	-	-

Available/Potential Funds:	Amount	Comment
<i>Department Article(s) to Re-appropriate</i>		
<i>Bond Proceeds Unspent</i>		
<i>In-kind</i>		
<i>Federal Grant</i>		
<i>State Grant</i>		
<i>CPA</i>		
<b>Total Available</b>	-	

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

**Project Description:**

Town Meeting approved \$100,000 for this project in November of 2022. This requests seeks an additional \$50,000 to supplement the existing funds.

The Town is seeking to replace one existing natural turf field at Trotting Park with a synthetic field. The Town commissioned a master plan for Falmouth athletic fields which recommended the creation of 9 additional natural turf fields or 3 additional synthetic turf fields in order to reduce wear and tear and improve field conditions. Converting a natural field to synthetic has an important benefit in reducing weekly maintenance requirements for the Parks Department.

The project had to be deferred due to staff capacity to manage the project. The Town recently obtained quotes for design services from due diligence through final design and engineering services during the construction process. The total cost of design services for design development, construction documents and bidding services is just under \$150,000. This will allow the Town to issue bids before seeking Town Meeting approval for construction which may be advantageous for the soliciting competitive bids within the season that the field construction will need to take place in order to avoid interfering with spring and fall sports seasons.

**Project Manager(s):** Julie Williams Tinkham

**Select Board Strategic Plan:**

Maintain municipal facilities to preserve the value of the assets and provide a good working environment for staff.

**CAPITAL IMPROVEMENT REQUEST FORM**

<b>Department:</b>	Beach	<b>Submitted/Prepared By:</b>		<b>Unique Dept Priority # (1-X):</b>	1
<b>Project Title/Description:</b>	Portable Beach Restrooms				
<b>Estimated Costs</b>	<i>(attach additional information including the quote)</i>				
<b>Capital:</b>	<b>Cost</b>	<b>Comments</b>			
<i>Equipment</i>	200,000				
<i>Maintenance</i>					
<i>Planning/Study</i>					
<i>Design</i>					
<i>Construction</i>					
<i>Land Acquisition</i>					
<i>Software</i>					
<i>Contingency</i>					
<b>Total Capital</b>	<b>200,000</b>				
<b>Estimated Cash Flow:</b>	<b>Capital</b>	<b>O&amp;M</b>			
<i>FY 2025</i>	200,000				
<i>FY 2026</i>					
<i>FY 2027</i>					
<i>FY 2028</i>					
<i>FY 2029</i>					
<i>FY 2030</i>					
<i>FY 2031</i>					
<i>FY 2032</i>					
<i>FY 2033</i>					
For Free Cash Articles- able to complete in 3 Years (Y/N)? <b>Y</b>					
Department of Public Works Assistance Required (Y/N)? <b>Y</b>					
<b>O &amp; M Costs:</b>	<b>One Time</b>	<b>Annual/Ongoing</b>			
<i>Personnel</i>					
<i>Expense</i>					
<i>Other</i>					
<b>Total O &amp; M</b>	-				
<b>Available/Potential Funds:</b>	<b>Amount</b>	<b>Comment</b>			
<i>Department Article(s) to Re-appropriate</i>					
<i>Bond Proceeds Unspent</i>					
<i>In-kind</i>					
<i>Federal Grant</i>					
<i>State Grant</i>					
<i>CPA</i>					
<b>Total Available</b>	-				

**Project Description / Project Management / Connection to Select Board Strategic Plan:**

Project Description:  
Acquire Portable Rest Rooms for the Beaches

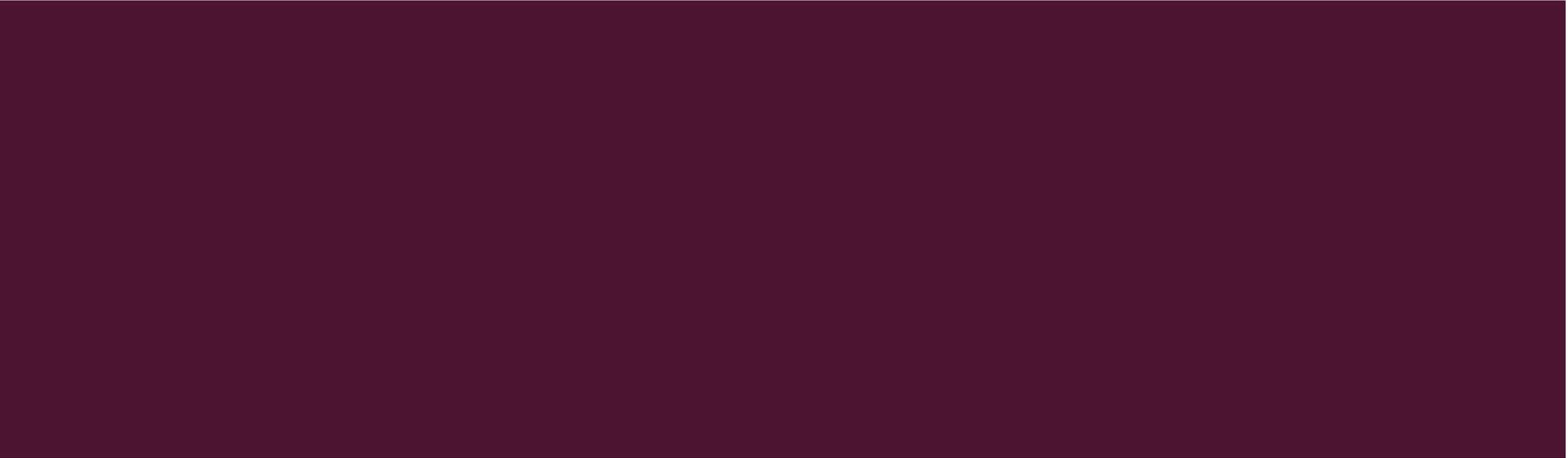
Project Manager(s):

Select Board Strategic Plan:



# PROPOSED CAPITAL IMPROVEMENT PLAN FY2025

SELECT BOARD PRESENTATION - AUGUST 26, 2024



## CAPITAL SPENDING PRIORITIES – FROM FISCAL POLICY

- Imminent threat to the health and safety of citizens/employees/property
- Preservation of operations
- Legal requirement of Federal or State agencies
- Improvement of infrastructure
- Improvement in the efficiency and effectiveness of service delivery

## CONTINUE CHANGES MADE IN 2023

- More Comprehensive Capital Improvement Plan
- Includes all proposed capital spending from all funding sources
  - Grants, Community Preservation, borrowing
- Project Manager identified in request – assures capacity to complete project
- Strategic Planning Priority connection identified

# FUNDING SOURCES

- Free Cash – Goal to limit spending and boost reserves
  - Free Cash certification expected to be over \$22 Million
- Balances from prior capital appropriations – Re-appropriate where possible
- Grants, Special Revenues, and Other Funding – Maximize use of non-Free Cash funding to address priorities and maximize reserves

## OVERVIEW – CASH CAPITAL & GRANTS

	Proposed Spending
Free Cash	15,790,104
Community Preservation Act	3,073,750
Golf Receipts	205,000
Grants	761,250
Water Stabilization	70,200
Waterways Fund	399,850
Other (Cable, Historic, Wetland)	161,500
Transfers from Existing Articles	184,491
Borrowing	60,000,000

**Requests Not Funded:  
\$1,232,000**

## OVERVIEW – BORROWING

	<b>Proposed Spending</b>
Sewer System Extension, Teaticket Path & NE Maravista – Construction ( <i>April Town Meeting</i> )	60,000,000

## HIGHLIGHTS – OTHER THAN BORROWING

Water Main Replacements	3,000,000
John Neil Field – April 2025	2,500,000
Place Holder for Urine Diversion – April 2025	1,900,000
Road Maintenance /Construction /Sidewalks	1,600,000
Fire Engine and Equipment	1,300,000
Wastewater Outfall Permitting	430,000
Aquaculture for Nitrogen Reduction	450,000

## CONCLUDING REMARKS

- Seek to balance need to maintain equipment and infrastructure with limitations of available funding and capacity to carry out projects
- Proposals represent upper limit of what we can spend while maintaining, and hopefully building, reserves
- Proposed capital projects represent tremendous amount of work for staff
- Seek vote to submit capital improvement plan to Finance Committee

## **OPEN SESSION**

### **BUSINESS**

5. Consider request from the Affirmative Action Committee for a new mission statement and a change of committee name **(10 minutes)**



## AGENDA ITEM SUMMARY SHEET

**ITEM NUMBER:** Business 5.

**ITEM TITLE:** Affirmative Action Committee – New Name and Mission Statement

**MEETING DATE:** 8/26/2024

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

**SUBMITTED BY:** Mananjo Jonahson

**ATTACHMENTS:** None

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### PURPOSE:

The Select Board is asked to consider a new name and mission statement for the Affirmative Action Committee.

### BACKGROUND/SUMMARY:

- At their July 10, 2024 meeting, the Affirmative Action Committee voted to request to change the Committee's name to the Diversity, Equity, Inclusion, and Belonging (DEIB) Advisory Committee.
- At the same meeting, the Committee voted to recommend the following new mission statement:  
The Falmouth Diversity, Equity, Inclusion, and Belonging (DEIB) Advisory Committee promotes an equitable, just, and welcoming environment in Falmouth, where all feel included and respected. We review Town policies, procedures, and programs through a DEIB lens and make recommendations for improvements to the Select Board. We proactively engage with Falmouth town government, community partners, the school district, residents, and visitors to achieve this goal. We welcome all to share any DEIB-related concerns with the Committee and we will suggest resources and support as needed. We are committed to fostering a safe and respectful space where all are welcome to exchange ideas, share information and

participate in making Falmouth a community that recognizes and embraces the inherent worth and dignity of all people.

- The new proposed name and mission statement were voted on after months of discussion and reflection by the Committee.

**DEPARTMENT RECOMMENDATION:**

The Affirmative Action Committee requests that the Select Board approve the new name and mission statement.

**OPTIONS:**

Name Change Request:

- Motion to approve the new Committee name of the Diversity, Equity, Inclusion, and Belonging (DEIB) Advisory Committee.
- Motion to deny the proposed name change.
- Some other Board stipulated alternative.

Mission Update Request:

- Motion to approve the new mission statement as presented.
- Motion to deny the proposed name change.
- Some other Board stipulated 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 requested name change and mission statement.

Michael Renshaw

Click or tap to enter a date.

Town Manager

Date

**TOWN OF FALMOUTH  
AFFIRMATIVE ACTION COMMITTEE**

**New Name & New Mission  
Statement Proposal**



**AUGUST 26, 2024**

## **MEMBERS**

Mananjo Jonahson, Chair

Milene Chioatto, Co-Chair

Amy Bower, Ph.D, Secretary

Chinna Mapp, Member

## **LIAISONS**

Heather Goldstone – Select Board Member

Henry St. Julien – Director of Diversity, Equity, Inclusion, and Belonging,  
Falmouth Public Schools

Susan Lumping – Director of Human Resources, Town of Falmouth

Chris Lumping – School Committee Member

Chloe Bridges – Student, Falmouth High School

## **PROPOSED NEW NAME**

DIVERSITY, EQUITY, INCLUSION & BELONGING  
ADVISORY COMMITTEE

# PROPOSED NEW MISSION STATEMENT

The Falmouth Diversity, Equity, Inclusion and Belonging (DEIB) Advisory Committee promotes an equitable, just, and welcoming environment in Falmouth, where all feel included and respected.

We review Town policies, procedures, and programs through a DEIB lens and make recommendations for improvements to the Select Board.

We proactively engage with Falmouth town government, community partners, the school district, residents and visitors to achieve this goal.

We welcome all to share any DEIB-related concerns with the Committee and we will suggest resources and support as needed.

We are committed to fostering a safe and respectful space where all are welcome to exchange ideas, share information and participate in making Falmouth a community that recognizes and embraces the inherent worth and dignity of all people.

## **OPEN SESSION**

### **BUSINESS**

6. Consider request for waiver of the special event permit fee for the 25<sup>th</sup> Annual Chris Wetherbee Memorial Toy Run motorcycle fundraising ride – Sunday, 11/3/24 **(5 minutes)**



## AGENDA ITEM SUMMARY SHEET

**ITEM NUMBER:** Business 6.

**ITEM TITLE:** Consider request for a waiver of the special event permit fee for the 25th Annual Chris Wetherbee Memorial Toy Run motorcycle fundraising ride- Sunday, November 3, 2024

**MEETING DATE:** 8/26/2024

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

**SUBMITTED BY:** Mike Renshaw, Town Manager

**ATTACHMENTS:** Letter from the Chris Wetherbee Memorial Toy Run coordinator, Tammy Baptiste; Wetherbee Toy Run Budget (Estimated Out of Pocket Expenses); Town Manager's Working Group Review Form; Application for Special Event dated August 1, 2024; Map of Event Route

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**PURPOSE:**

The Select Board will consider the approval of a request for a waiver of the special event permit fee from the event coordinator of the 25th Annual Chris Wetherbee Memorial Toy Run motorcycle fundraising ride that is scheduled for Sunday, November 3, 2024.

**BACKGROUND/SUMMARY:**

- The applicant is requesting a complete waiver of the \$200 permit fee associated with this event.

- The Select Board has voted to waive this fee since 2019.
- Each year, this event raises money, toy donations, and other items to benefit the children of Cape Cod; donations go to the Boys and Girls Club of Cape Cod, who use it to assist the families during the holidays.

**DEPARTMENT RECOMMENDATION:**

Based upon the Select Board’s previous decisions since 2019 to completely waive the special event permit fee for this event, the Town Manager is recommending that the Board vote to waive the special event permit fee for the 25th Annual Chris Wetherbee Memorial Toy Run motorcycle fundraising ride that is scheduled for Sunday, November 3, 2024.

**OPTIONS:**

- Motion to approve the request to waive the special event permit fee associated with the 25th Annual Chris Wetherbee Memorial Toy Run motorcycle fundraising ride that is scheduled for Sunday, November 3, 2024.
- Motion to deny approval of the request to waive the special event permit fee associated with the 25th Annual Chris Wetherbee Memorial Toy Run motorcycle fundraising ride that is scheduled for Sunday, November 3, 2024.
- Motion to reduce the special event permit fee to a certain Board specified amount.

**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:**

Based upon the Select Board's previous decisions since 2019 to completely waive the special event permit fee for this event, the Town Manager is recommending that the Board vote to waive the special event permit fee for the 25th Annual Chris Wetherbee Memorial Toy Run motorcycle fundraising ride that is scheduled for Sunday, November 3, 2024.

*Michael Renshaw*

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Town Manager

8/19/2024

Date

## **Request for Fee Waiver:**

The Chris Wetherbee Memorial Toy Run. Sunday, 11/3/24

Requesting a waiver of the special event permit fee: \$200.00

Attached is a letter of request and a list of expenses.

History:

The Select Board has waived this fee since 2019.

To Whom It May Concern:

I am writing to request a waiver of the special event permit fee for this year's Chris Wetherbee Memorial Toy Run. This is the 25th anniversary of the ride in my mother's memory. However it is the 35th year this ride has taken place. Each year this event raises money, toys and other items to benefit the children of Cape Cod. The donations go to the Boys and Girls Club of Cape Cod, who use it to assist the families during the holidays. My family and I have organized this ride for many years. Donations from area businesses, other riders, or our friends/family are used for raffle prizes. We have friends and family volunteer to work and promote the event. The Navigator and the Eagles are both donating the spaces for us to use. Administrative expenses, and the like are covered by the family. As a result, I am requesting a waiver of the special permit fee. Thank you for your consideration regarding this event.

Kind Regards,

Tammy Baptiste

Coordinator - Chris Wetherbee Memorial Toy Run

152 Palmer Avenue

Falmouth, MA 02540



## Chris Wetherbee Toy Run - Estimated Out of Pocket Expenses

Office Expenses - Ink, paper, raffle tickets, bags, etc.	\$300-\$350
Transportation - sample route rides, meetings, etc.	\$150-\$175
Raffle prizes not donated	\$175-\$200
Toys purchased from 50/50 raffle money and family donations	\$350-\$400
Money to make change for the registration	\$250-\$300
Total Estimated Expenses	\$1225-\$1425

For the most part the expenses listed above come out of our pockets directly. Thus, we are asking for the \$300.00 permit fee to be waived.

F.U. waiver request  
8/24/24

Town Manager's Working Group Review Form

Meeting/Review Date: Thursday, August 15, 2024  
 Event Name: Chris Wetherbee Memorial Toy Run  
 Event Description: Motorcycle ride to raise toys and money for Christmas for children on Cape Cod  
 Applicant: Tammy Baptiste  
 Location: Buzzards Bay to 28A to Brick Kiln to Sandwich Road to The Navigator on Ashumet Road  
 Date of Event: Sunday, November 3, 2024 Time: 8:00 a.m. to 2:00 p.m.  
 Rain Date: None  
 Set-up Date: 11/3 Time: 8:00 a.m. Breakdown Date: 11/3 Time: 2:00 p.m.  
 Number of Attendees: 100 - 200  
 Recurrence/# Years at Site: Recurring event. 25 years.  
 One-Day Liquor License? Y/N No Food/Beverages? Y/N No  
 Signs: Y/N No How Many: \_\_\_\_\_ Where: \_\_\_\_\_  
 Tents: Y/N No How Many: \_\_\_\_\_ Size: \_\_\_\_\_ Where: \_\_\_\_\_  
 Parking Plan: Private parking lots at The Navigator  
 Entertainment: No

Reviewers/Sign In:	Name	Comments	Written	Verbal Referral
Department of Public Works:	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
Parks Department	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
Highway Department	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
Engineering	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
Police Department	<u>OK</u>	<u>RD USE CLUIS NOT OVERLAP W/ FIFRR</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Fire Department	<u>OK</u>	<u>LET PD KNOW WHEN RIDERS LEAVING IN ADVANCE</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Emergency Communications	_____	<u>if avail. will provide onescart.</u>	<input type="checkbox"/>	<input type="checkbox"/>
Recreation Director	<u>OK</u>	_____	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Building Commissioner	<u>OK</u>	_____	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Health Department	<u>OK</u>	_____	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Beach Department	<u>OK</u>	_____	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Marine & Environmental Svcs.	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
Zoning Enforcement Officer	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
Bicycle & Pedestrian Committee	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
Other	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>

Does this Event Meet the Minimum Requirements of the Special Events Policy? – Yes/No  
 If No, what are the shortfalls of the application that must be addressed?

Yes.  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Special Events Approved or Requested on this Date or Weekend:

Event	Location	Date
<u>Shipwrecked Falmouth in the Fall</u>	<u>Woods Hole to Falmouth Heights</u>	<u>Sunday, 11/3/24 - 7:00 a.m. - 2:00 p.m.</u>
_____	_____	_____
_____	_____	_____

Known Private Events on this Date or Weekend:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Additional Requests:**

Requesting a waiver of the special event permit fee.

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**Special Consideration – Events Proposed on Main Streets of Villages**

What measures/conditions are recommended for the Board to consider to respond to potential parking and traffic congestion in proposed area:

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**Conditions, comments, recommendations:**

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**Solid Waste & Recycling Plan:**

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**Correspondence Received:**

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\_\_\_\_\_  
*Initial/Town Manager*

**Fees:**

Fee Waiver Request: Yes/No Yes

To Select Board for Approval:

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_

If approved, terms:

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# Town of Falmouth

Office of the Town Manager & Select Board  
59 Town Hall Square · Falmouth, MA 02540  
Telephone (508) 495-7320 · Email [townmanager@falmouthma.gov](mailto:townmanager@falmouthma.gov)



## Application for Special Events

### CONTACT INFORMATION

Applicant's Name: Tammy Baptiste  
Mailing Address: 152 Palmer Avenue, Falmouth, MA 02540  
Phone: [REDACTED] Cell Phone: [REDACTED]  
E-Mail: chriswetherbeetoyrun@gmail.com

### EVENT DETAILS

Name of Event: 25th Chris Wetherbee Memorial Toy Run  
Type of Event: Motorcycle Ride  
Description of Event: Motorcycle Ride to raise toys and money for Christmas for children on Cape Cod  
(Attach a narrative describing the event on a separate sheet if more space is needed.)  
Event Day & Date: Sunday, November 3, 2024  
Rain Date: none  
Event Hours: From: 8AM To: 2Pm  
Setup Date: 11/3/24 Time: 8AM Breakdown Date: 11/3/24 Time: 2PM  
Location Requested:  
1<sup>st</sup> Choice: Use of public roads  
2<sup>nd</sup> Choice: \_\_\_\_\_  
Number of Attendees: 100-200 Number of Vehicles: 100-200  
Parking Plan: Private parking lots  
Solid Waste & Recycling Plan: N/A  
(Please see Solid Waste & Recycling Information, attached.)

Check all that apply and provide a description of each in the space provided:

- Chairs \_\_\_\_\_
- Tents \_\_\_\_\_ (apply for tent permit at Building Department)
- Barriers \_\_\_\_\_
- Signs \_\_\_\_\_ (apply for sign permit at Building Department)
- Road race \_\_\_\_\_ (include route map, see attached road race rules and sign)
- Walk/bike \_\_\_\_\_ (include route map)
- Use of Shining Sea Bike Path \_\_\_\_\_ (see attached bike path rules and sign)
- Food or beverages \_\_\_\_\_ (apply for temporary food permit at Health Department)
- Alcoholic beverages \_\_\_\_\_ (apply for one-day liquor license)
- Entertainment \_\_\_\_\_ (apply for Sunday entertainment license)

**ADDITIONAL REQUESTS:** (Use of restroom facilities, electricity, etc.)

Applicant's Signature: Tammy Baptiste Date: July 26, 2024

- References:
1. Gregory Ketterer Phone: [REDACTED]
  2. Irene Buckley Phone: [REDACTED]
  3. Darlene Braga Phone: [REDACTED]

## Requirements for Prospective Users of the Shining Sea Bikeway

Organizations or individuals seeking to use the Shining Sea Bikeway for Special Events are required to affirm that they will abide by the rules for users of the Bikeway.

The Shining Sea Bikeway is a shared use path that serves transportation and recreational needs on a continuing basis and must not be impeded or blocked.

### PROSPECTIVE USERS MUST AGREE TO

1. Stay to the right and pass on the left, giving an audible signal when passing
2. Allow breaks for passing traffic to merge into the event traffic: do not bunch up
3. Within 12 hours of the event, clear the path of any debris and directional markers
4. Confirm that helmets are in use, as required by law, for all bicyclists under 17 years of age
5. Provide marshals to direct participant traffic at road crossings so that traffic on the road and on the bikeway is not endangered or inconvenienced by the event
6. Obtain clearance from the Falmouth Police, if indicated, to hold the event
7. Notify all participants of their obligations under the above rules

### ADDITIONAL REGULATIONS: TOWN OF FALMOUTH

- Dogs must be leashed and controlled at all times
- Pet waste must be cleaned AND removed from the path
- Groups must not span more than half (one 5-foot lane) of the path
- Move right when signaled to allow others to pass within the lane
- When stopping, move off the path surface
- No permanent paint marking on bikeway.
- Only chalk or washable paint can be used on roadways/bikeway.

### SAFETY AND CONSIDERATION

- The Shining Sea Bikeway is a **Shared Use Path** and all have equal rights to use it. Respect the rights of others.

Please sign and date to indicate acceptance of these requirements.

By \_\_\_\_\_

Date \_\_\_\_\_

Organization \_\_\_\_\_

## Requirements for Special Events within Town Streets

1. Obtain clearance from Falmouth Police and Fire Departments to hold event.
2. Include course map with application.
3. Remove all trash from the race course immediately following the event.
4. Parking plan for event must be submitted with application.
5. All temporary race signage must be removed within 12 hours of event.
6. If tents are used, any tent over 400 sq. ft. requires a permit from the Building Department.
7. If beach access is requested, seek approval from Beach Department.
8. No permanent paint marking on town streets or bikeway for events or road race course (except Falmouth Road Race and Cape Cod Marathon).
9. Only chalk or washable paint can be used on roadways for events or race markers.
10. If food is served after the event, proper approval from the Board of Health is required.
11. A minimum of \$300.00 deposit required upon approval.

Please sign and date to indicate acceptance of these requirements.

By Chris Wedderburn

Date 8/1/24

Organization Chris Wedderburn Memorial Triathlon

## TOY RUN ROUTE NOVEMBER 3, 2024

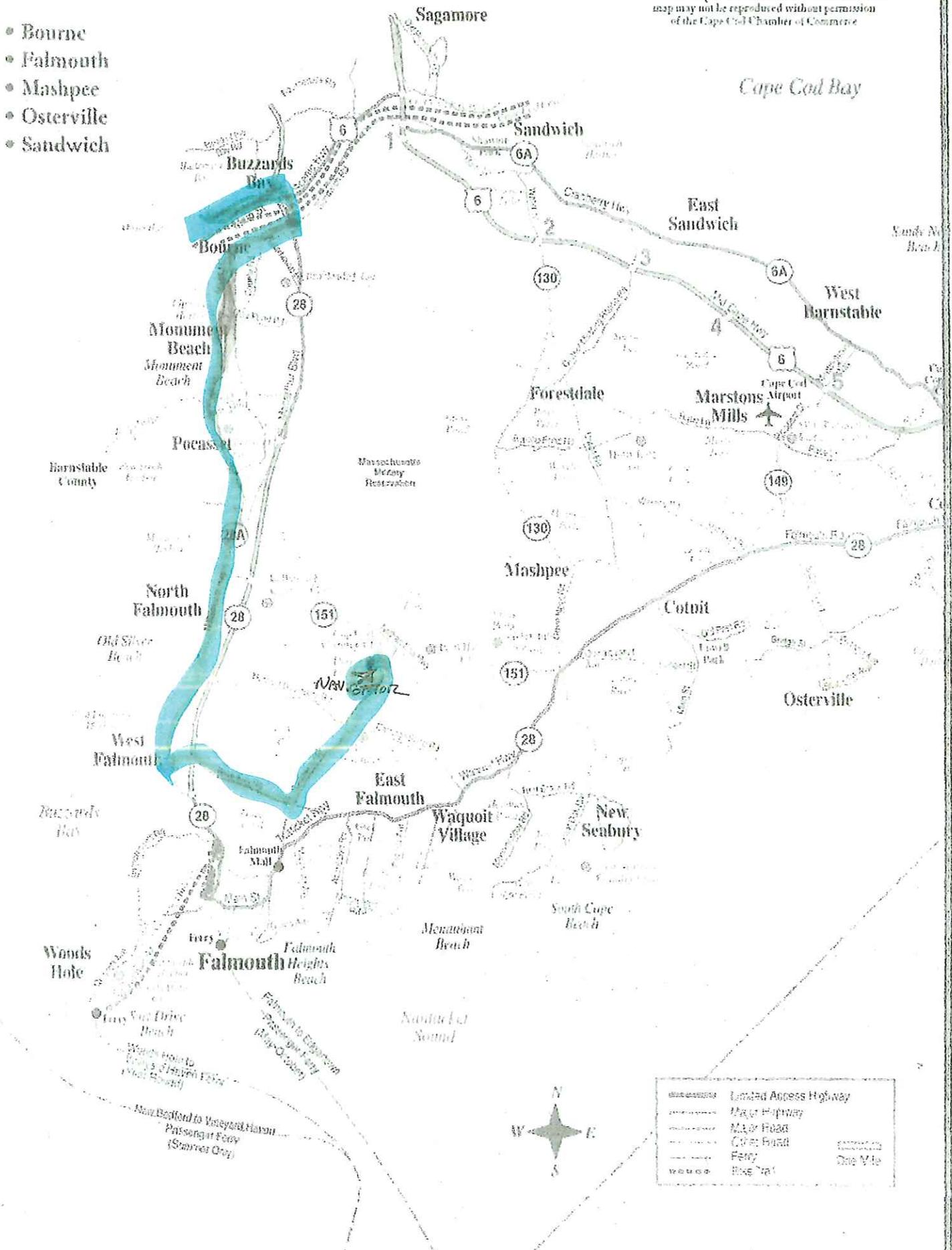
BEGIN AT EAGLES HALL, COHASSETT AVENUE, BUZZARDS BAY. TAKE A RIGHT AND THEN A LEFT ON TO MAIN STREET BUZZARDS BAY. FOLLOW MAIN STREET TO THE ROTARY AND OVER THE BRIDGE TO TROWBRIDGE ROAD IN BOURNE. TURN RIGHT ONTO TROWBRIDGE ROAD WHICH BECOMES SHORE ROAD. CONTINUE ON SHORE ROAD THROUGH MONUMENT BEACH AND POCASSETT.

TAKE A RIGHT FROM SHORE ROAD ONTO TO COUNTY ROAD. AT THE INTERSECTION OF COUNTY ROAD AND 28A IN NORTH FALMOUTH GO RIGHT AND CONTINUE DOWN 28A TO BRICK KILN ROAD. TURN LEFT ON TO BRICK KILN ROAD TO SANDWICH ROAD. AT SANDWICH ROAD TURN LEFT AND CONTINUE DOWN TO ASHUMET ROAD. TURN LEFT ONTO ASHUMET ROAD AND NAVIGATOR IS ON THE LEFT.

# UPPER/MID CAPE COD

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of the Cape Cod Chamber of Commerce

- Bourne
- Falmouth
- Mashpee
- Osterville
- Sandwich



	Limited Access Highway		One Mile
	Major Highway		
	Major Road		
	County Road		
	Ferry		
	Bus Trail		

To Whom it May Concern:

As many of you know, we have had a housing crisis, and other financial crises on Cape Cod for some time. Each year it seems that there are more and more families struggling, and the need for assistance grows. Many people in a tourist community like Cape Cod will be laid off and as prices continue to rise they cannot make ends meet, especially with the added burden of the holidays. This year it is the 25th anniversary of the ride in my mother's name. It is also the 35th year this ride has taken place. It is important to the community that we continue this ride to support the children on Cape Cod. We will begin the ride with registration at the Eagles Hall in Buzzards Bay, and then ride to the Navigator in Falmouth as we have in previous years. A map of the route has been attached to the application. At the Navigator, the toy truck will be unloaded, and the toys will be loaded into the vehicle provided by Boys and Girls Club of Cape Cod. There will be a presentation of donations, and a light lunch will be available.

I hope you all will approve our Special Event Permit, and waive the permit fee. Please be assured that we will certainly be doing our best to provide a safe ride all the way around.

Thank you for your consideration.

Sincerely,

Tammy A Baptiste  
Coordinator  
Chris Wetherbee Memorial Toy Run

## OPEN SESSION

## BUSINESS

7. Consider request for a variance to Sign Code §184-30 Movable, portable or mobile signs: Sandwich board sign, Falmouth Elks Lodge #2380, 140 Palmer Avenue **(5 minutes)**



## AGENDA ITEM SUMMARY SHEET

**ITEM NUMBER:** Business 7.

**ITEM TITLE:** Request for a variance to sign code 184-30 Movable, portable or mobile signs: sandwich board style sign, Falmouth Elks Lodge #2380, 140 Palmer Avenue

**MEETING DATE:** 8/26/2024

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

**SUBMITTED BY:** Mike Renshaw, Town Manager

**ATTACHMENTS:** Sign Permit Application dated August 13, 2024; Cease and Desist Order issued by Building Department Inspectional Services dated August 8, 2024; Photo of sandwich board sign; Staff email thread

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### PURPOSE:

The Select Board will consider the approval of a request for a variance to sign code 184-30 Movable, portable or mobile signs, for the placement of a sandwich board style sign at Falmouth Elks Lodge #2380 located at 140 Palmer Avenue.

### BACKGROUND/SUMMARY:

- Applicant representative Richard Smith submitted a request for a variance to sign code Section 184-30 (D) (1) (a), Movable, portable or mobile signs to allow for the placement of a sandwich-board style sign in front of the establishment.
  
- The current code allows for sandwich-board style signs under two very specific conditions:

- To advertise perishable goods for sale only, such as food goods or a menu, or
  - For any business in its first year of operation, the sign may be used in the absence of a multi-tenant or freestanding sign (only for a four-month period).
- The Building Department has reviewed the request and indicated that it had no issues or concerns in regard to the approval of this variance request.

**DEPARTMENT RECOMMENDATION:**

The Town Manager recommends that the Select Board approve the request for a variance to sign code 184-30 Movable, portable or mobile signs: sandwich board style sign, Falmouth Elks Lodge #2380, 140 Palmer Avenue as presented.

**OPTIONS:**

- Motion to approve the variance request to sign code 184-30 Movable, portable or mobile signs: sandwich board style sign, Falmouth Elks Lodge #2380, 140 Palmer Avenue as presented.
- Motion to deny approval of the variance request to sign code 184-30 Movable, portable or mobile signs: sandwich board style sign, Falmouth Elks Lodge #2380, 140 Palmer 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 request for a variance to sign code 184-30 Movable, portable or mobile signs: sandwich board style sign, Falmouth Elks Lodge #2380, 140 Palmer Avenue as presented.

*Michael Renshaw*

---

Town Manager

8/16/2024

Date

# APPLICATION TO SIGN PERMIT

Please fill out completely all applicable areas - Please use link

APPLICATION DETAILS							
Application #:	S-24-247247	Date Issued:		Permit #:		Date Paid:	08/13/24
Fee Payable: (\$)	0.00	Fee Paid: (\$)	100.00	Receipt #:	S-24-26544		

SECTION 1 - SITE INFORMATION			
Street Name	PALMER AVE	Map Block Lot	38A 01 065 000A
Street Number	140	Zone	GR
Unit Number			

SECTION 2 - PROPERTY OWNER INFORMATION			
Property Owner Name	FALMOUTH LODGE #2380		
Street Number	140	Street Name	PALMER AVE
City	FALMOUTH	State	MA
		Zip Code	02540
Telephone		Email	[REDACTED]
Property Owner Name 2	B P O ELKS OF U S		
Street Number		Street Name	
City		State	
		Zip Code	
Telephone		Email	

SECTION 3 - APPLICANT INFORMATION

Applicant Name RICHARD SMITH

Street Number 130 Street Name COMANCHE

City FALMOUTH State MA Zip 02540

Telephone [REDACTED] Email [REDACTED]

**SECTION 4 - MAILING ADDRESS**

Street Number 140 Street Name PALMER AVÈ

City Falmouth State MA Zip 02540

**SECTION 5 - WORK DETAILS**

Name of Store of Development FALMOUTH ELKS

Number of Signs 1 Percentage of aggregate coverage of front wall \_\_\_\_\_

Approve by Design Site Review meeting on \_\_\_\_\_

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 \_\_\_\_\_

Dimensions of Sign(s)

Length	Width	Height	Area
Length	Width	Height	Area
Length	Width	Height	Area

Wall Linear Feet \_\_\_\_\_ Set back from Freestanding \_\_\_\_\_

Brief Description of Proposed Work \_\_\_\_\_

SANDWICH SIGN

SECTION 6 - CONTRACTOR INFORMATION

Name RICHARD SMITH Type \_\_\_\_\_

LIC No. \_\_\_\_\_ VERIFY  NA Expiration Date \_\_\_\_\_

Business Name \_\_\_\_\_ Type \_\_\_\_\_

LIC No. \_\_\_\_\_ Expiration Date \_\_\_\_\_

Street Number \_\_\_\_\_ Street Name \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone No. \_\_\_\_\_ Alternate Tel. No. \_\_\_\_\_

Email \_\_\_\_\_

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

Owner/Licensee \_\_\_\_\_

SECTION 7 - ESTIMATED COST

Estimated Value of Work \$ 100.00

SECTION 8 - PROPERTY OWNER AUTHORIZATION

I am the  Owner  Contractor / Agent

I, FALMOUTH LODGE #2380 as owner of the subject property hereby authorize RICHARD SMITH 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. \_\_\_\_\_

I do hereby certify under the pains & penalties of perjury that the information provided above is true and correct. Date 08/13/24

SECTION 9 - DECLARATION

I, RICHARD SMITH 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.

Date 08/13/24

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

**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.



# Town of Falmouth

## INSPECTIONAL SERVICES

GARY STREET, C.B.O.  
BUILDING COMMISSIONER

59 TOWN HALL SQUARE, FALMOUTH, MA 02540  
(508) 495-7470 • FAX (508) 548-4290

August 8, 2024

Falmouth Elks Lodge #2380  
140 Palmer Ave.  
Falmouth MA 02540

RE: **Cease and Desist Order**  
Violation of Town of Falmouth By-Law section 184-30- Sandwich Board Signs

Attn: General Manager

This letter is to notify you that it has been observed that this establishment does currently or has placed a sandwich board sign on the property of said establishment for purposes not allowed according to Section 184-30 D. of the Town Code.

### **Town Code – Section 184-30 Movable, portable or mobile signs -**

*D. Sandwich board signs. A business or community service may have one (1) sandwich board sign not to exceed eight (8) square feet in area on each side.*

*(1) Use of signs.*

- (a) The sign shall advertise perishable goods for sale only, such as food goods or a menu.*
- (b) For any business in its first year of operation, the sign may be used in the absence of a multi-tenant or freestanding sign. Such signs may be used for a maximum continuous four-month period.*

Your business does not comply with the by-law so we request that if you would like to keep your sandwich board sign, please immediately apply to the Select Board for a Variance.

If you choose to keep your sandwich board sign without obtaining a Variance from the Select Board, you will be found in violation of the By-Law and fined two hundred dollars (\$200), daily.

If you have any questions, please do not hesitate to contact Eleanor MacKay, AIA, Assistant Zoning Compliance Agent at 508-495-7468.

Respectfully,

A handwritten signature in black ink, appearing to read "Gary Street". The signature is written in a cursive style with a large initial "G".

Gary Street  
Building/Zoning Commissioner

cc: Eleanor MacKay, AIA, Assistant Zoning Compliance Agent



## Diane Davidson

---

**From:** Phyllis Downey  
**Sent:** Tuesday, August 13, 2024 1:58 PM  
**To:** Diane Davidson  
**Subject:** Sign variance Elks Club FW: Elks Sandwich Board Sign violation  
**Attachments:** Elks signed.pdf; Falmouth Elks Lodge #2380- 140 Palmer Ave.JPG

Hi Diane,

Attached please find the material Eleanor sent as part of a Sign Variance request for Sing Permit application #247247.

Hope this is helpful,  
Phyllis

*Phyllis Downey*  
508-945-7325

---

**From:** Eleanor MacKay <eleanor.mackay@falmouthma.gov>  
**Sent:** Tuesday, August 13, 2024 1:23 PM  
**To:** Phyllis Downey <phyllis.downey@falmouthma.gov>  
**Cc:** Pam Marshall <pamela.marshall@falmouthma.gov>  
**Subject:** Elks Sandwich Board Sign violation

Hi Phyllis,

Attached is the letter we sent to the Elks along with a photo of the sign.  
We'd support the variance for this sign.  
Please let me know if you need anything else.  
Best,  
Eleanor

**Diane Davidson**

---

**From:** Falmouth Licensing  
**Sent:** Tuesday, August 13, 2024 11:43 AM  
**To:** Diane Davidson  
**Subject:** FW: Sign-off (Sign Application)

Hi Diane,

I believe this may be a sign variance request, but I don't see any Notes in the application to determine why it is not compliant.

Phyllis

**Phyllis Downey**  
508-945-7325

**From:** Permiteyes - Administration <noreply@permiteyes.us>  
**Sent:** Tuesday, August 13, 2024 10:17 AM  
**To:** Eleanor MacKay <eleanor.mackay@falmouthma.gov>; Gary Street <gary.street@falmouthma.gov>; Falmouth Licensing <licensing@falmouthma.gov>  
**Subject:** Sign-off (Sign Application)

The Building Department has received a request for a permit. Please review <https://permiteyes.us/falmouth/login.php> for giving preliminary clearance and sign off.

App Number: 247247  
Applicant/Owner: RICHARD SMITH  
Address: 140 PALMER AVE  
Phone: [REDACTED]  
Brief Description: SANDWICH SIGN

▪

## OPEN SESSION

## BUSINESS

8. Consider approval of an application for a Grant of License for proposed landscape work in Town Hall Square adjacent to 159 Main Street – Blue Moon Sea Grille, Inc., 159 Main Street, Falmouth **(10 minutes)**



## AGENDA ITEM SUMMARY SHEET

**ITEM NUMBER:** Business 8.

**ITEM TITLE:** Consider approval of grant of license for landscape work in Town Hall Square adjacent to Blue Moon Sea Grille, Inc 159 Main Street, Falmouth

**MEETING DATE:** 8/26/2024

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

**SUBMITTED BY:** Mike Renshaw, Town Manager

**ATTACHMENTS:** Letter from R. Ament requesting license – 05/16/2024, License Agreement with attached plan

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### PURPOSE:

The owner of the Blue Moon restaurant, located at 153-159 Main Street adjacent to Town Hall Square, seeks approval of a license to allow the restaurant to install landscape improvements on Town property abutting the restaurant.

### BACKGROUND/SUMMARY:

- The restaurant ownership, Bogosian Development LLC, seeks to improve the appearance of the area abutting its recently approved outdoor patio. Counsel for the owner, attorney Robert Ament, is requesting approval of a license agreement to authorize the restaurant to install and maintain certain landscape improvements on Town property.
- The request has been reviewed by the Engineering office and Town Counsel Maura O'Keefe.

- Town Counsel wrote the agreement which incorporates several suggestions received from the Town Engineer with respect to drainage and maintenance requirements.
- Approval of the license will result in landscape improvements to Town property at no cost to the Town. The restaurant has committed to maintain the landscaping during the term of the license
- The agreement is revocable by the Select Board at any time as is standard with all license agreements awarded by the Town.

**DEPARTMENT RECOMMENDATION:**

The Town Manager recommends approval of the license agreement as submitted.

Motion: Move that the Select Board vote to grant the license agreement to Bogosian Development, LLC as submitted

**OPTIONS:**

- Motion to approve the grant of license for landscape work in Town Hall Square adjacent to Blue Moon Sea Grille, Inc 159 Main Street, Falmouth, as presented.
- Motion to deny the approval of the grant of license for landscape work in Town Hall Square adjacent to Blue Moon Sea Grille, Inc 159 Main Street, Falmouth.
- 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 grant of license for landscape work in Town Hall Square adjacent to Blue Moon Sea Grille, Inc 159 Main Street, Falmouth as presented.

*Michael Renshaw*

8/21/2024

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**Town Manager**

**Date**

## GRANT OF LICENSE

The TOWN OF FALMOUTH, a Municipal Corporation and political subdivision of the Commonwealth of Massachusetts having its usual place of business at 59 Town Hall Square, Falmouth, Barnstable County, Massachusetts acting by and through its duly elected Select Board (the "Town"), in consideration of One and 00/100 (\$1.00) Dollar and of the covenants contained herein, hereby grants to Bogosian Development, LLC, a Massachusetts limited liability company with a principal place of business at 367 Main Street, Falmouth MA 02540 (the "Grantee"), the following license to enter upon and use certain portions of town property known as Town Hall Square abutting property known as 153-159 Town Hall Square, Falmouth, MA 02540. The licensed area is more fully described and illustrated in a plan entitled, "License Plan for Blue Moon Sea Grille, Inc." by Horiuchi Solien, Inc., dated August 2, 2024, (the "Plan") attached hereto as Exhibit A. For reference see deed to the Grantee recorded with the Barnstable County Registry of Deeds as Book 33250, Page 155.

The license is given for the purpose of removing, altering, constructing, reconstructing, modifying, landscaping and maintaining the sidewalk, steps, risers, benches, chain link fence and stone wall and, further, to make certain improvements to the landscaping within the layout of Town Hall Square, all as more fully described below and illustrated in the Plan, attached hereto and recorded herewith.

This license is granted upon the following express conditions:

- a. The license allows the Grantee to enter onto and take such actions to rehabilitate and improve the licensed area. Among the improvements to be made, Grantee agrees to perform the following:
  - i) construct a new planting bed that will create a buffer between the buildings located at 153-159 Main Street and the municipal parking lot at Town Hall Square;
  - ii) modify the steps from the sidewalk through the stone wall to provide access to the patio;
  - iii) modify the existing void in the stone wall to facilitate construction of risers; and
  - iv) remove the existing chain link fence on top of the stone wall and replace with a new chain link fence;
  - v) remove the existing benches and replace with new benches that are substantially similar to the Town's standard style and specifications;
  - vi) provide landscaping to the specifications of the Town Tree Warden, as follows: A) grub-out the existing vegetation within the driplines

of each tree by hand to prevent damage to the bark and roots; B) cover the grubbed area within the driplines with wood chips; C) surround each tree with snow fencing near the driplines to prevent damage to the tree and soil compaction; D) use care in hand-planting the area with driplines; E) irrigate the existing trees with several rings of drip-irrigation; and F) deep-root fertilize the trees at the end of construction. The Tree Warden shall be notified after items A through C are completed and before construction of the terrace commences; and

vii) relocate any bicycle racks from the driplines as may be required by the above landscaping.

- b. All runoff from any source, including that attributable to snow and ice removal will be contained on the property.
- c. It shall be the responsibility of the Grantee to conduct snow and ice removal in the licensed area, including on the two steps up from the concrete walk to the patio referenced in paragraph (a)(ii) above.
- d. Grantee shall construct, reconstruct, improve, landscape and maintain the licensed area in a manner compliant with the Americans with Disabilities Act, the regulations of the Massachusetts Architectural Access Board, and all federal, state and local laws and regulations concerning accessibility by the public to the location.
- e. Grantee shall provide proof of general comprehensive liability insurance with a minimum limit of \$1,000,000.00 and liquor liability insurance. The insurance policies shall contain a provision that cancellation is not effective as to the Town unless it has been given a 30 day written notice of intention to cancel or not renew. Grantee shall provide a Certificate of Insurance naming the Town of Falmouth as an additional insured without any cost to the Town and shall update said certificate on an annual basis during the term of the License.
- f. Said License is revocable by the Select Board at any time when they deem it appropriate to revoke the same in the best interest, public convenience, safety or needs of the Town of Falmouth; the Town may revoke this license by sending a notice to the grantee, its successors and assigns at the above-referenced property address and by thereafter within a reasonable time recording a Notice of Revocation of License with the Barnstable County Registry of Deeds.
- g. Upon such revocation, the Grantee, its successors and assigns shall, if and when directed by the Select Board, remove all encroaching improvements from the Town's property and restore any disturbed area to its original condition.

- h. If the Grantee and their successors and assigns fail to remove said encroachment, all the expenses of the Town to do same or have the same done or any expenses arising from the failure to comply with this license, including attorney's fees, costs and expenses and contractor fees shall be paid by the Grantee, and their successors and assigns, to the Town upon demand, and if not so paid, shall, upon the recording of a Notice thereof with the Registry of Deeds or Registered Land Division, constitute a lien on said property, without limiting any other rights of the Town.
- i. Until such revocation, this License shall continue permissively.
- j. The Grantee and their successors and assigns shall be forever obligated to indemnify, defend and hold harmless the Town of Falmouth, its agents, officers, officials and employees for any and all claims, actions, suits, or demands for personal injury or property damage arising out of the licensed encroachments and the grant of this License, including but not limited to any claims asserted by patrons, visitors, invitees or guests of the Grantee, its successors and assigns, or any claims arising out of the removal of, or failure to remove, snow and ice from the licensed area.
- k. Nothing contained in the License shall authorize the Grantee, its successors and assigns, to do any work or undertake any activity or to continue any activity not otherwise in full compliance with all applicable laws, rules and regulations; and
- l. The terms, conditions, agreements and covenants contained herein shall be binding on the Grantee, its successors and assigns.
- m. This document shall be recorded at Grantee's expense with the Barnstable County Registry of Deeds.

IN WITNESS WHEREOF, the seal of the Town of Falmouth is affixed hereto and these presents executed and delivered in its name and behalf by its Select Board, hereto duly authorized this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

SELECT BOARD OF  
THE TOWN OF FALMOUTH

\_\_\_\_\_  
Nancy Robbins Taylor, Chair

\_\_\_\_\_  
Edwin (Scott) P. Zylinski II, Vice Chair

\_\_\_\_\_  
Douglas C. Brown

\_\_\_\_\_  
Robert P. Mascali

\_\_\_\_\_  
Heather M.H. Goldstone

COMMONWEALTH OF MASSACHUSETTS

Barnstable, ss.

On this \_\_\_\_\_ day of \_\_\_\_\_, 2024 before me the undersigned notary public, personally appeared \_\_\_\_\_, and 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.

\_\_\_\_\_  
Notary Public:  
My Commission expires:

**LICENSEE:**

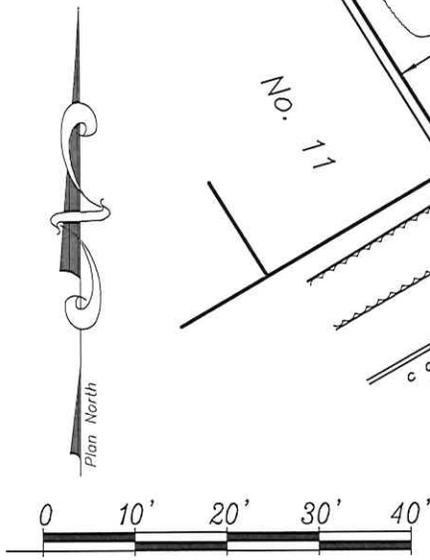
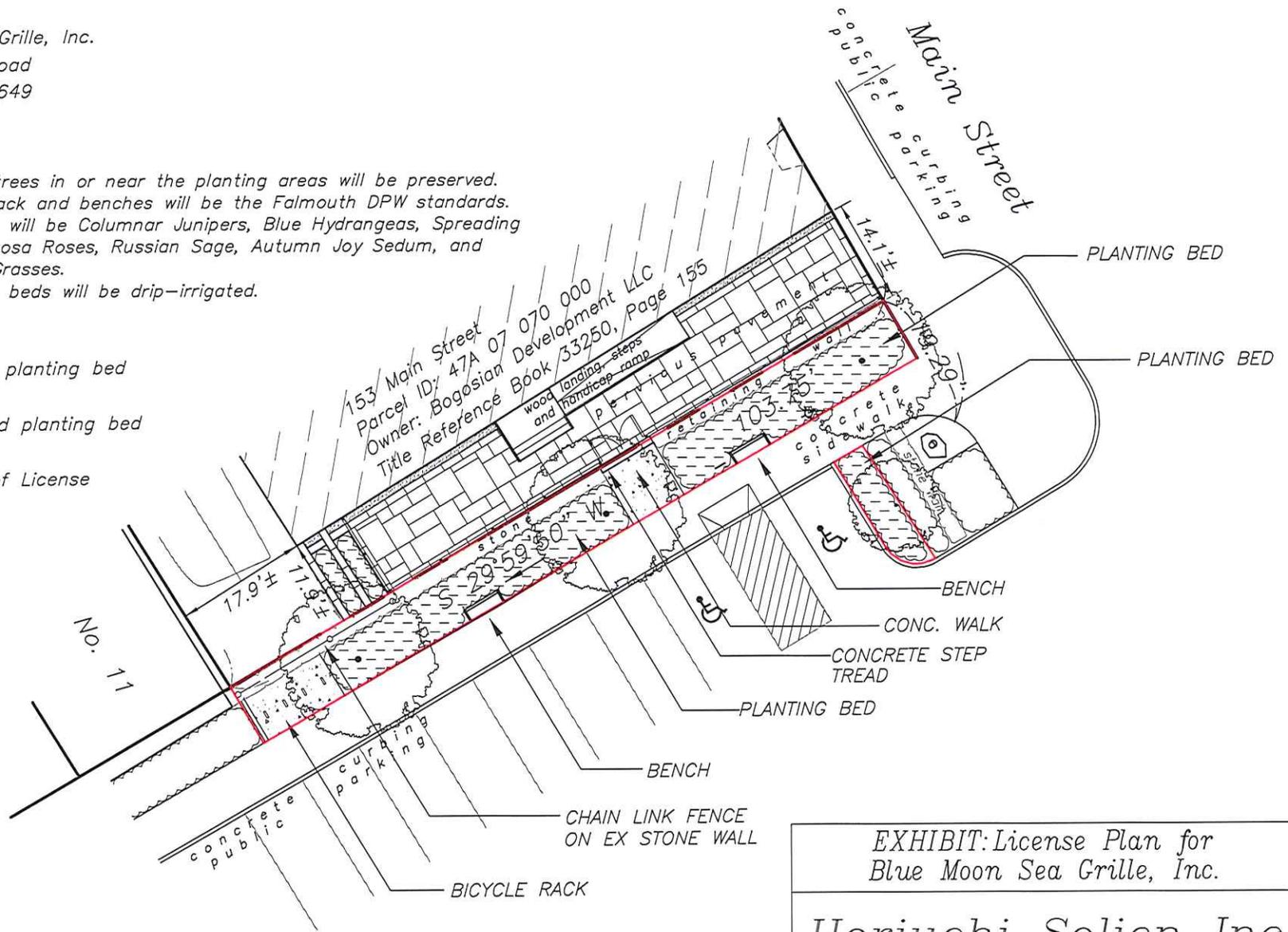
Blue Moon Sea Grille, Inc.  
681 Falmouth Road  
Mashpee, MA 02649

**NOTES:**

1. The existing trees in or near the planting areas will be preserved.
2. The bicycle rack and benches will be the Falmouth DPW standards.
3. The plantings will be Columnar Junipers, Blue Hydrangeas, Spreading Junipers, Rugosa Roses, Russian Sage, Autumn Joy Sedum, and Ornamental Grasses.
4. The plantings beds will be drip-irrigated.

**LEGEND**

-  Existing planting bed
-  Proposed planting bed
-  Limits of License



**59 Town Hall Square**  
 Assesor's Parcel 47A 08 001 000 (5.43 AC.)  
 Owner: Town of Falmouth

<i>EXHIBIT: License Plan for Blue Moon Sea Grille, Inc.</i>	
<b>Horiuchi Solien Inc.</b>	
LANDSCAPE ARCHITECTS	
<small>200 Main Street, Falmouth Massachusetts 02540 (508) 540-5320</small>	
DATE: August 2, 2024	COMP./DESIGN: DMS
DRAWN: DMS	SCALE: 1" = 20'

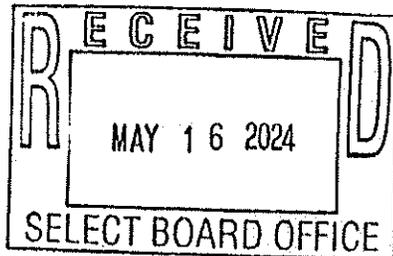
Existing conditions are based on a survey and mapping by RAS Associates  
 30 Carolyn Drive, Plymouth MA, 02360. 508-224-9035,

**AMENT KLAUER LLP**

Attorneys at Law  
39 Town Hall Square  
Falmouth, MA 02540

Robert H. Ament, Esq.  
Kevin P. Klauer II, Esq.  
Matthew M. Terry, Esq.  
Anthony J. Tsakalos, Esq.

Telephone (508) 540-6555  
Fax (508) 457-1293  
Website: [www.amentklauer.com](http://www.amentklauer.com)



May 16, 2024  
DELIVERED TO TOWN  
MANAGER'S OFFICE, TOWN  
HALL, FALMOUTH, MA

Nancy Taylor, Chair  
*Falmouth Select Board*  
59 Town Hall Square  
Falmouth, MA 02540

RE: Request for License to allow site work and landscaping in Town Hall Square

Dear Ms. Taylor:

Blue Moon Sea Grille, Inc. ("Blue Moon"), of which Ed Richardi is the principal, plans to redevelop property at 153 Main Street to include a restaurant. The restaurant will have an outdoor dining patio abutting Town Hall Square. The plans have been approved by the Planning Board under Site Plan Review, by the Historical Commission, which issued a Certificate of Appropriateness, and by the Conservation Commission, pursuant to a Request for Determination of Applicability. On August 22, 2022, the Select Board approved a Flow Neutral Bylaw variance to allow the restaurant with 130 seats to be connected to the sewer. The Wastewater Superintendent has signed off on issuance of the building permit.

The corner of Town Hall Square adjacent to the proposed restaurant is not particularly attractive. Blue Moon proposes to rehabilitate that area, subject to receipt of the Select Board's license. Submitted herewith are plans prepared for Blue Moon Sea Grille, Inc. by Horiuchi Solien Landscape Architects, dated 04.03.24, five sheets (L1 Demotion Plan dated 04.11.24, L2 Layout Plan dated 04.10.24, L3 Grading Plan dated 04.10.24, L4 Planting Plan dated 04.10.24 and L5.0 Details dated 04.12.24). The proposed work is laid out on the Horiuchi Solien plans and is described in the enclosed memo from Daniel M. Solien, ASLA, dated December 14, 2023, to the Select Board. Also enclosed is a memo from Mr. Solien to me, dated November 27, 2023, concerning proposed benches and protection of the existing trees on the Town property.

All the proposed improvements would be made at Blue Moon's expense, and during the license term the restaurant would maintain the landscaping in a healthful and attractive condition.

Please schedule this request for a license to be considered by the Select Board. Please contact me if there are any questions about this request. Thank you for your consideration.

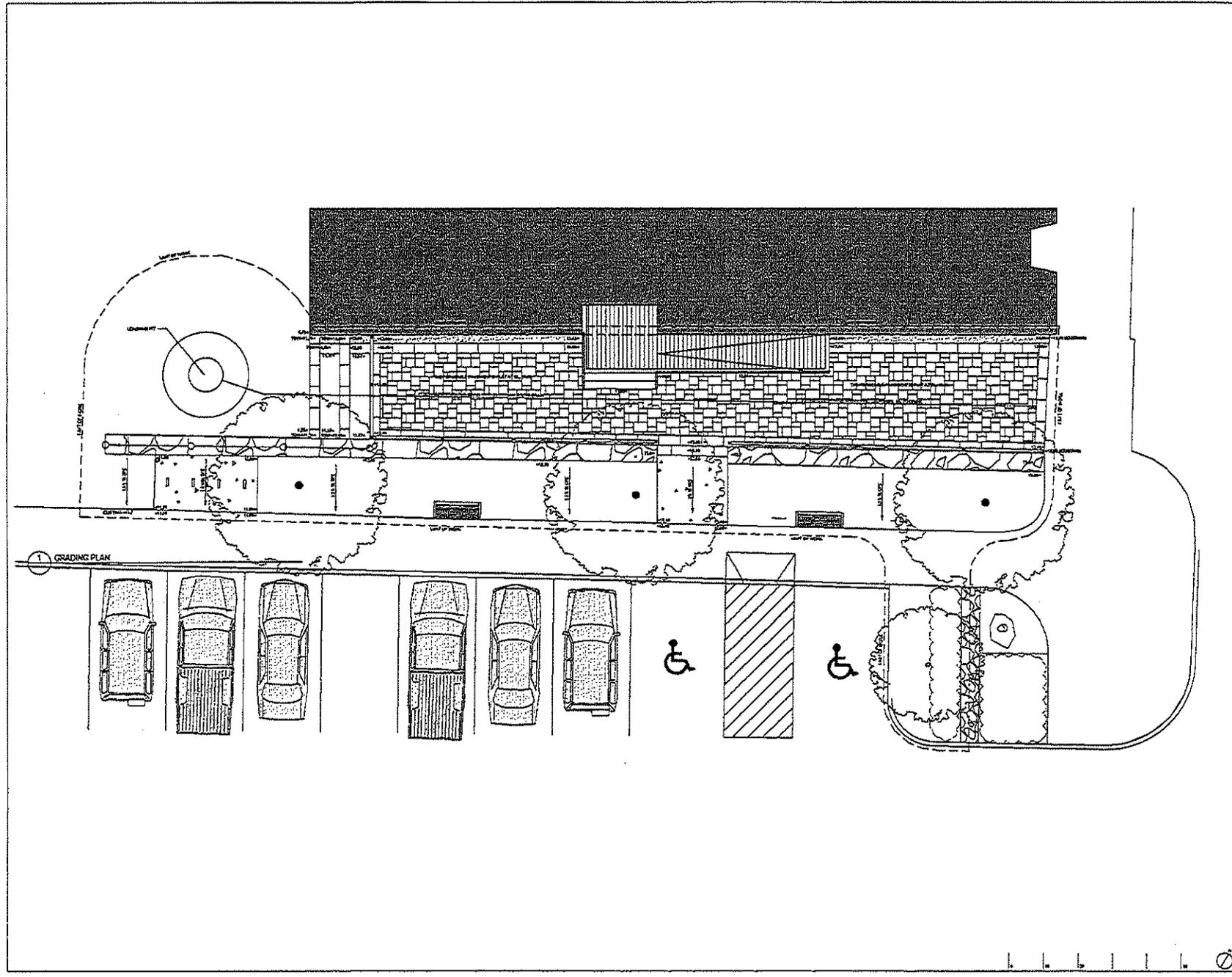
Very truly yours,

Robert H. Ament

RHA/gmb  
Enclosure  
cc, Building Commissioner ✓







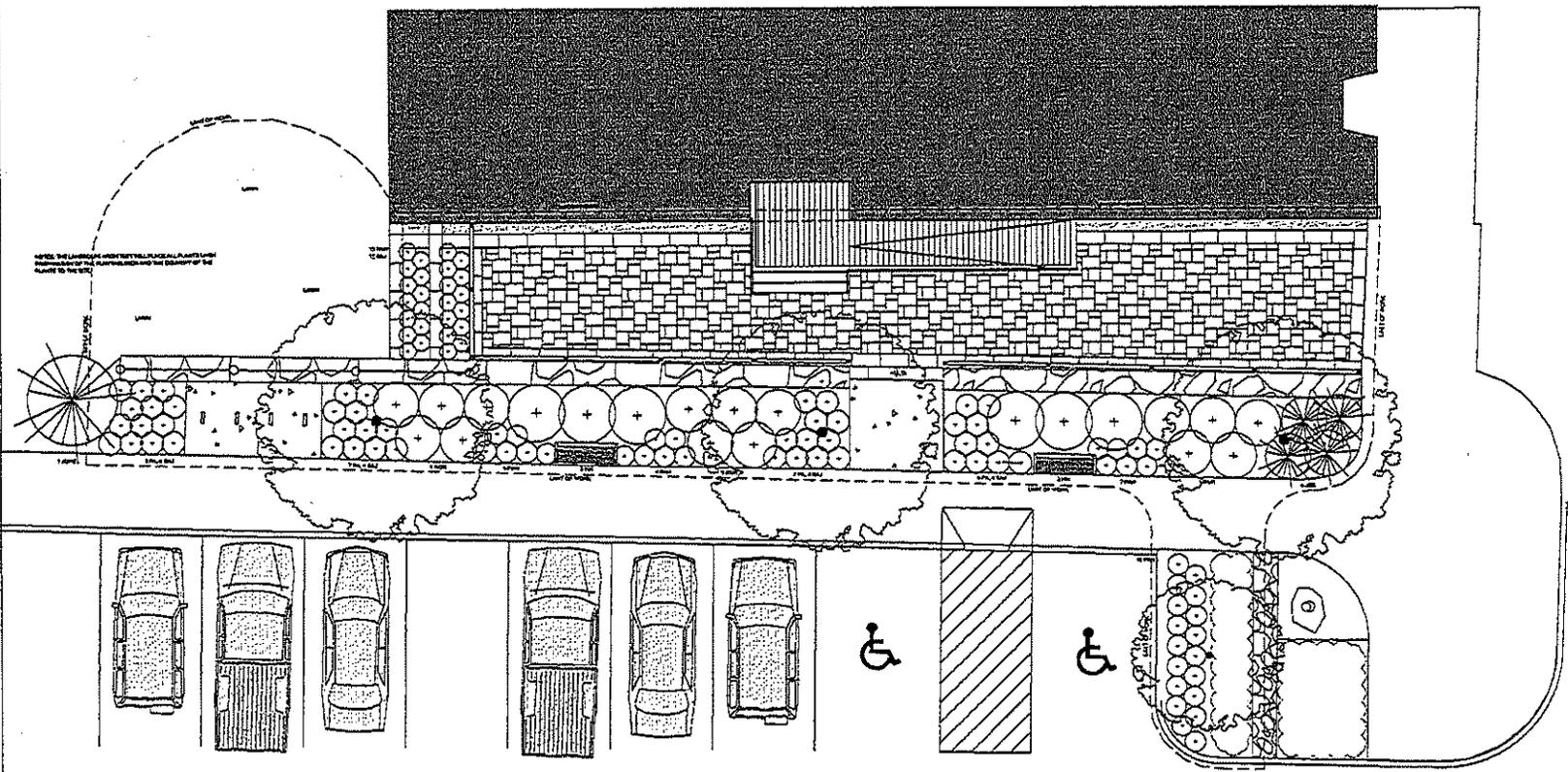
**BLUE MOON SEA**  
**GRILLE, INC**  
 159 MAIN ST  
 FALMOUTH, MA

PROJECT MANAGER: [Name]  
 DESIGNER: [Name]  
 DRAWING DATE: [Date]  
 SCALE: [Scale]  
 SHEET NO.: [Number]

GRADING PLAN

**SEA VIEW GRILLE PLANT SCHEDULE**

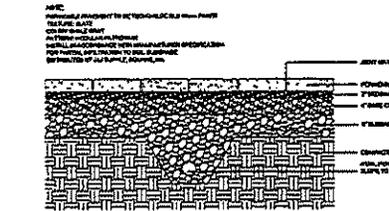
NO.	SYMBOL	PLANT NAME	SIZE	QTY	NOTES
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2	(Symbol)	...	...	...	...
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12	(Symbol)	...	...	...	...
13	(Symbol)	...	...	...	...
14	(Symbol)	...	...	...	...
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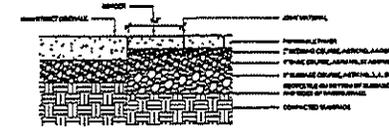
**BLUE MOON SEA**  
**GRILLE, INC**  
 159 MAIN ST  
 FALMOUTH, MA

PROJECT NUMBER: ...  
 DRAWING NO: ...  
 CHECKED BY: ...  
 DATE: ...

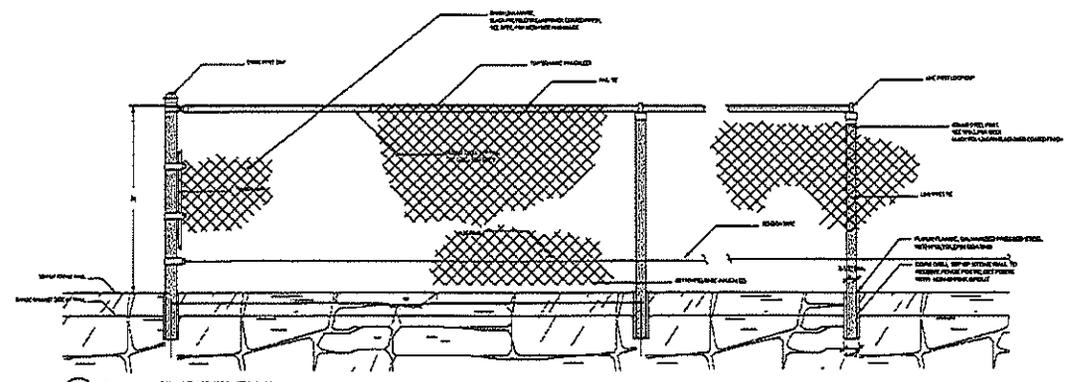
PLANTING PLAN



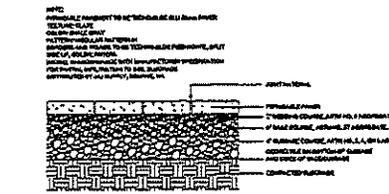
1 PERVIOUS PAVEMENT



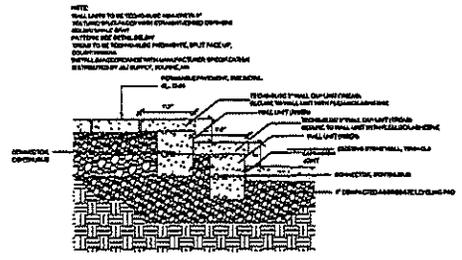
2 PERVIOUS PAVEMENT AT PUBLIC SIDEWALK



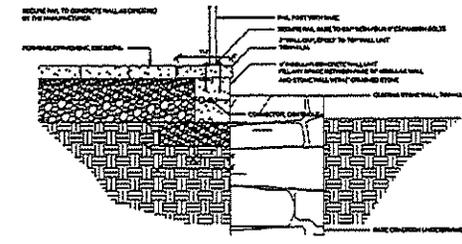
5 CHAIN LINK FENCE AT STONE WALL



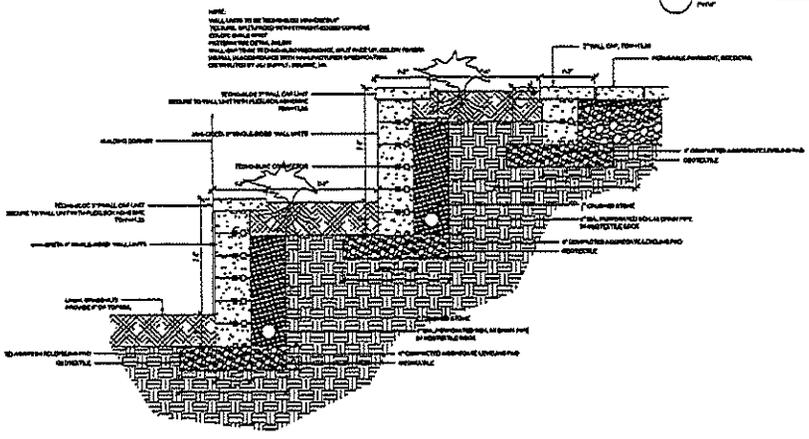
3 PERVIOUS PAVEMENT



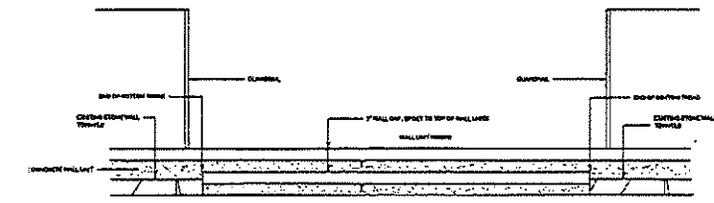
6 SEGMENTAL CONCRETE STEPS, SECTION VIEW



7 PERVIOUS PAVEMENT EDGE AT EXISTING STONE WALL



4 STEPPED SEGMENTAL CONCRETE PLANTER WALLS, SECTION VIEW



8 SEGMENTAL CONCRETE STEPS, ELEVATION VIEW

**BLUE MOON SEA**  
**GRILLE, INC**  
 159 MAIN ST  
 FALMOUTH, MA

SHEET NUMBER: 01  
 DRAWING BY: HERRICK  
 SCALE: 1/4\"/>

DETAILS

L5.0

**HORIUCHI & SOLIEN**  
LANDSCAPE ARCHITECTS

HORIUCHI SOLIEN INC.  
P.O. BOX 914  
200 MAIN STREET  
FALMOUTH MA 02541

508 540-5320  
FAX 508 540-0651

88 BROAD STREET  
BOSTON MA 02110

617 523-5300  
FAX 617 523-5303

Date December 14, 2023  
To Falmouth Select Board  
Blue Moon Sea Grille, Inc.  
From Daniel M. Solien, ASLA  
Re: Blue Moon Sea Grille, 159 Main Street

This memorandum provides information relating to the proposed landscape work in Town Hall Square adjacent to 159 Main Street in Falmouth.

#### PLANTINGS

A feature of the Landscape Plan is a planting bed on Town-owned land between the public sidewalk and the existing stone retaining wall. Currently this area is sparsely landscaped, contributing little to the beauty of Town Hall Square or Main Street. The aims of the new planting bed are to provide a beautiful new feature to the downtown setting, to be enjoyed by visitors to the Village Center and the guests of the Blue Moon Grille alike. The Main Street streetscape is enhanced seasonally by plantings by the merchants. We feel that this planting bed will be a nice addition to this tradition and the summer scene.

The planting design will meet the following design criteria:

- Beauty—seasonal flowering with some year around elements
- Low maintenance (to be provided by the owners of Blue Moon Grille)
- Enough plant height (+/-5') to buffer the dining area from the parking lot and public sidewalk.
- Shade tolerance for successful plant development in the shade of existing trees
- 

With these considerations in mind, we suggest that the planting bed composition include the following plant selections:

- Hydrangeas for reliable summer-long blossoms on 4' to 5' tall plants (some varieties may hold blossoms late into the year). Many varieties to choose from.
- Inkberry for evergreen foliage on 4'-5' tall plants.
- Knock-out Roses for reliable summer-long pink blossoms and low-maintenance. Pale to bright pink.
- Russian Sage for reliable, drought-tolerant perennial blossoms. Blue-lavender.
- Ornamental Grasses for reliable textures to enjoy from summer to winter. Pennisetum and/or Miscanthus for varying height and seed heads.



To this core plant palette (see attachment for images of recommended plant selections), others may be added to the composition for specific effects.

It would be best if the planting bed is irrigated with drip-irrigation. This will insure optimal development of the plants and plant vitality.

#### **SIDEWALK AND FENCING**

The existing sidewalk leading from Town Hall Square to 159 Main Street, with steps down through the stone wall, will be modified to provide access to the proposed patio abutting the Town property. The existing void in the stone wall will be slightly lowered to facilitate the construction of two uniform and safe 6" risers.

The existing unsightly, rusting chain link fence on top of the Town's stone wall will be removed. Along the stone wall south of the patio, a new clad chain link fence, 4' high, will be installed. Because the patio will be bordered by a cable railing system, a new fence on the Town's stone wall adjacent to the patio will be unnecessary.

#### **LICENSE**

All work mentioned above will be in Town Hall Square, property of the Town of Falmouth, and will require, and be subject to, a license that would be issued by the Select Board. Subject to that license, Blue Moon Sea Grille, Inc., will complete the improvements on the Town property as described herein and shown on the plans submitted herewith, at its expense, and during the term of the license shall maintain in a healthful and attractive condition, and shall from time to time replace as necessary, landscaping as shown on the planting plan or equivalent thereto.

We look forward to collaborating with the Town in the improvement of Town Hall Square.

**HORIUCHI & SOLIEN**  
LANDSCAPE ARCHITECTS

HORIUCHI SOLIEN INC.  
P.O. BOX 914  
200 MAIN STREET  
FALMOUTH MA 02541  
  
508 540-5320  
FAX 508 540-8651

Date: November 27, 2023

To: Robert Ament, Esq.

From: Daniel M. Solien, ASLA

Re: Blue Moon Sea Grille  
Notes from Discussion with the Tree Warden

88 BROAD STREET  
BOSTON MA 02110  
  
617 523-5300  
FAX 617 523-5303

In comments submitted to Michael Renshaw, Town Manager, Tree Warden Jeremiah Pearson expressed concerns about the benches proposed for replacement of the dilapidated existing benches, protection of the existing trees, and disruption of Town Hall Square parking during the construction period. I recently discussed these concerns with Jeremiah. Following is a summary of our conversation.

#### **Bench Style and Specification**

Jeremiah described the Town's interest in uniformity of street furnishings, such as benches. I agreed that the proposed benches will match the Town's standard bench style and specification.

#### **Required Tree Protection Plan**

The area of proposed landscaping on Town land includes 3 mature Honeylocust trees. Jeremiah and I discussed how the trees should be protected during construction. We agreed to the following plan:

1. Grub-out the existing vegetation within the driplines of each tree by hand to best prevent damage to the bark and roots;
2. Cover the grubbed area within the driplines with wood chips;
3. Surround each tree with snow fencing near the drip line to prevent damage to the tree and soil compaction;
4. Use care in hand-planting the area within the driplines;
5. Irrigate the existing trees with several rings of drip-irrigation; and
6. Deep-root fertilize the trees at the end of construction.

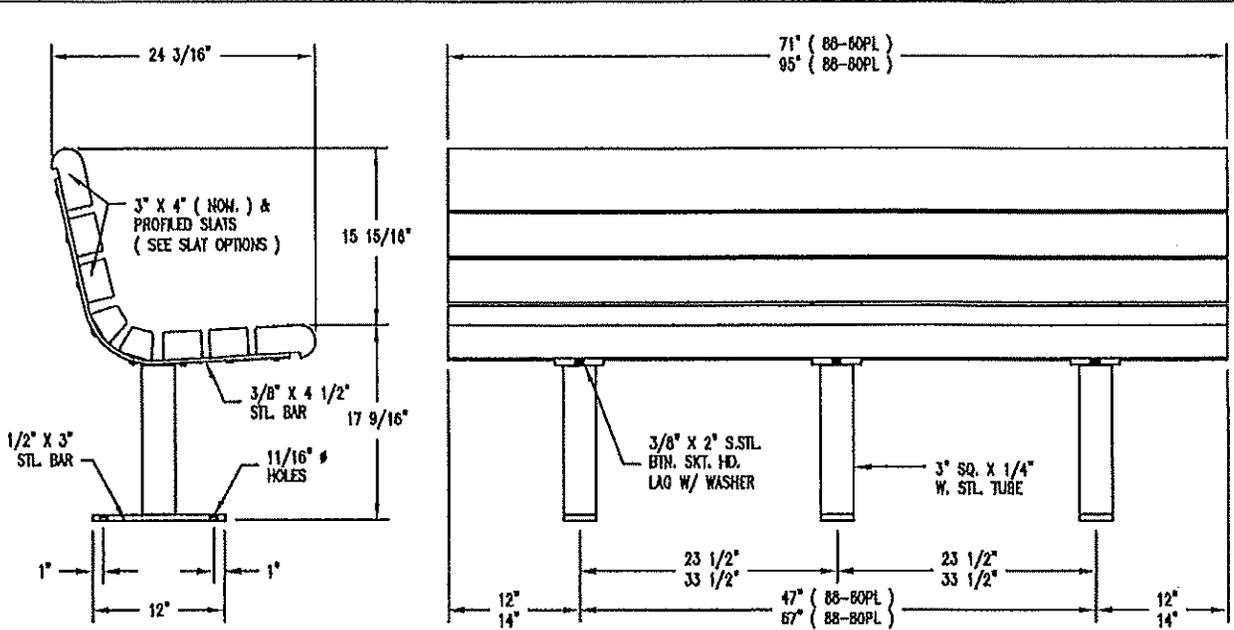
Jeremiah will be notified after steps 1-3 have been completed and prior to construction of the terrace.



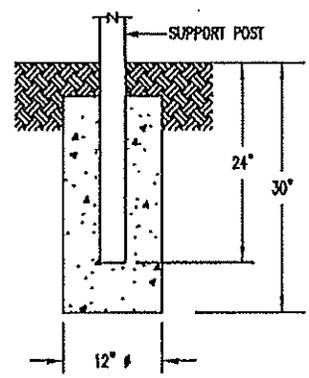
Notes from Discussion with the Tree Warden  
Blue Moon Sea Grille  
November 27, 2023

### **Work Site Management**

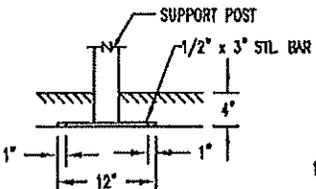
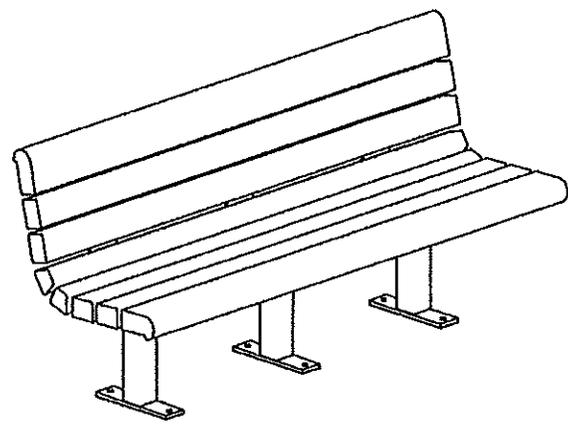
Jeremiah is concerned about the disruption of Town Hall Square parking during the construction. I explained that the General Contractor will respond to this concern with a proposed plan for construction



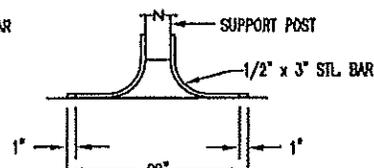
S-2 SURFACE



S-1 EMBEDMENT



S-4 SUB FLOOR



S-3 GULL WING

LENGTH OPTIONS

- 6' BENCH
- 8' BENCH

SLAT OPTIONS

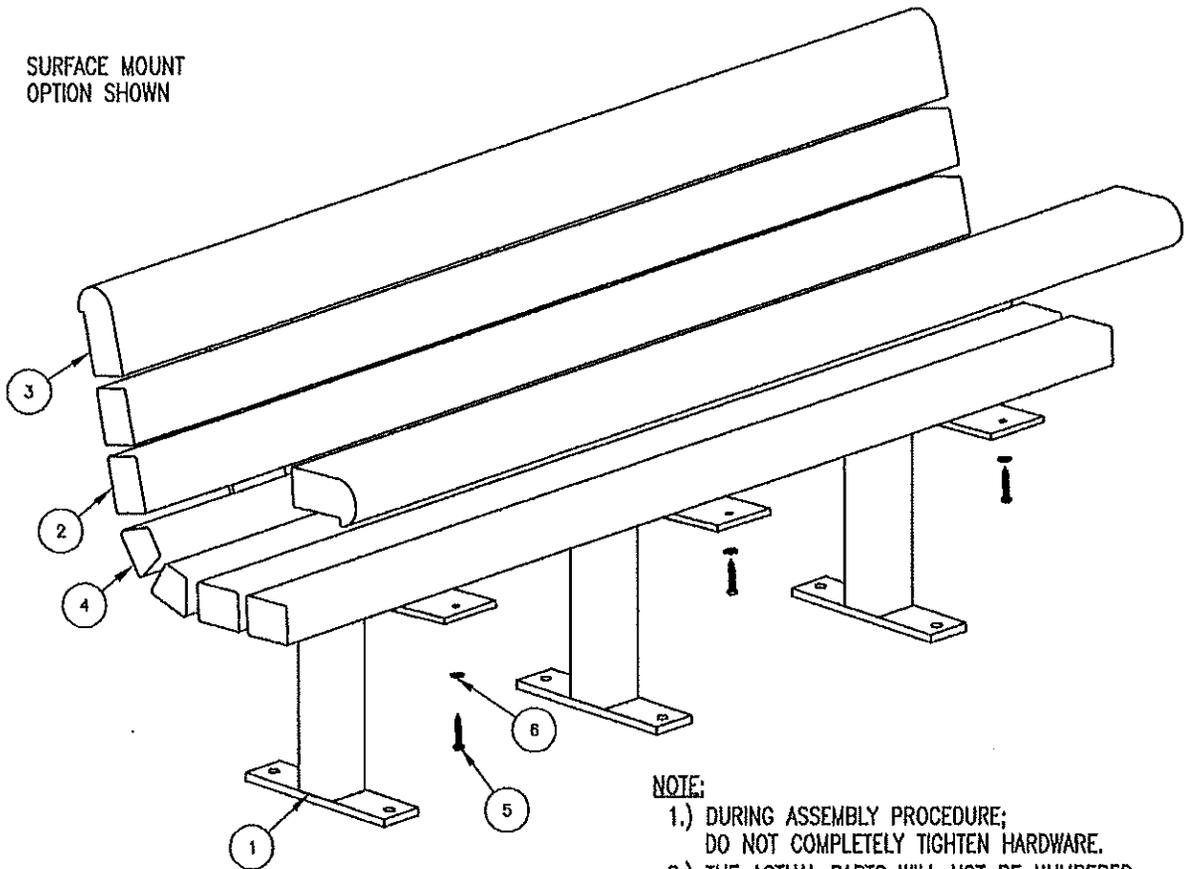
- "CEDAR" RECYCLED PLASTIC
- "GREY" RECYCLED PLASTIC
- "REDWOOD" RECYCLED PLASTIC
- "WALNUT" RECYCLED PLASTIC
- OTHER

NOTES

- 1.) ALL STL. MEMBERS COATED W/ ZINC RICH EPOXY THEN FINISHED W/ POLYESTER POWDER COATING.
- 2.) 1/2" X 3 3/4" EXPANSION ANCHOR BOLT PROVIDED FOR S-2, S-3 & S-4 OPTIONS.

<p><b>DuMor, inc.</b></p> <p>P.O. Box 142 Mifflintown, PA 17059-0142</p>	SCALE : NONE	TITLE : BENCH		
	DATE DRAWN : 7/31/05	REV. : D	DRAWING NUMBER : 88 SERIES PL	SHEET : 1 OF 2
DRAWN BY : AH				
DATE REV. : 10/25/11				
REV. BY : RDH				

SURFACE MOUNT  
OPTION SHOWN



**NOTE:**

- 1.) DURING ASSEMBLY PROCEDURE;  
DO NOT COMPLETELY TIGHTEN HARDWARE.
- 2.) THE ACTUAL PARTS WILL NOT BE NUMBERED;  
NUMBERS ONLY APPLY TO DRAWING.
- 3.) SEE SPEC. SHEET 1 FOR MOUNTING OPTION.

**STEP 1:**

- USE 3 - PCS. SUPPORT FOR SURFACE MOUNT ( 1 )
- 4 - PCS. 3" X 4" X 71" PLASTIC INT'R SLAT ( 2 )
- 2 - PCS. 71" PLASTIC EDGE SLAT ( 3 )
- 2 - PCS. 71" PLASTIC TRAP SLAT ( 4 )
- 24 - PCS. 3/8" X 2" SS. BTN. SKT. HD. LAG SCR. ( 5 )
- 24 - PCS. 3/8" SS. FLAT WASHER ( 6 )

ATTACH SLATS ( 2, 3, & 4 ) TO SUPPORT FOR SURFACE MOUNT ( 1 ) USING HARDWARE ( 5 & 6 ). TIGHTEN TO SNUG FIT. REPEAT UNTIL ALL SLATS ARE ATTACHED.

**STEP 2:**

UPON COMPLETION OF BENCH ASSEMBLY SQUARE ALL COMPONENTS THEN TIGHTEN ALL HARDWARE.

**STEP 3:**

ANCHOR ACCORDING TO SUPPORT OPTION USED.

ITEM	QTY	PART NO	DESCRIPTION
1	3	0-88-00-01/S-2	BENCH SUPPORT FOR SURFACE MOUNT
2	4	0-88-80PL-02	3" X 4" X 71" PLASTIC INT'R SLAT
3	2	0-88-80PL-03	71" PLASTIC EDGE SLAT
4	2	0-88-80PL-04	71" PLASTIC TRAP SLAT
5	24	1-13-018	3/8" X 2" SS BTN SKT HD LAG SCR
6	24	1-22-024	3/8" SS FLAT WASHER



**DuMor, inc.**  
P.O. Box 142 Millintown, PA 17059-0142

SCALE : NONE  
DATE DRAWN : 7/31/95  
DRAWN BY : AH  
DATE REV. : 10/26/11  
REV. BY : RDH

TITLE : BENCH ASSEMBLY

REV. D	DRAWING NUMBER 88 SERIES PL	SHEET 2 OF 2
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## **OPEN SESSION**

### **BUSINESS**

9. Consider approval of an Intergovernmental Agreement with the Barnstable District Department of Veterans' Services for temporary Veterans Services Officer Services **(5 minutes)**



## AGENDA ITEM SUMMARY SHEET

**ITEM NUMBER:** Business 9.

**ITEM TITLE:** Consider approval of an Intergovernmental Agreement with the Barnstable District Department of Veterans' Services for temporary Veterans Services Officer Services

**MEETING DATE:** 8/24/2024

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

**SUBMITTED BY:** Mike Renshaw, Town Manager

**ATTACHMENTS:** Draft intergovernmental agreement

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### PURPOSE:

The Board is asked to consider approval of an agreement with the Barnstable District Department of Veterans' Services (the "District") to provide assistance to Falmouth veterans on a temporary basis while the Falmouth Director of Veterans' Services position is vacant.

### BACKGROUND/SUMMARY:

- Falmouth Director of Veterans' Services, Don Lincoln, is retiring effective August 30, 2024.
- The position has been advertised and 28 applications have been received. Candidates have been interviewed. We anticipate filling the position by October.
- While the position is vacant, the Falmouth Veterans Office will remain open. Julie Cadogan, Administrative Assistant, will answer the phone and meet with veterans, and veterans' spouses. Ms. Cadogan can assist clients with obtaining

state benefits and she will refer veterans to the Cape Cod Veterans' District for assistance with U.S. Veterans Affairs (VA) benefits.

- The Cape Cod Veterans District has agreed to assign a certified Veterans Services Officer to hold office hours in Falmouth two days per week for 4 hours per day while the Falmouth Veterans' Director position is vacant. District personnel will also be available to assist Falmouth residents by phone and in person at District offices in Bourne, Mashpee and Hyannis.
- The District will file applications with the VA, a function Ms. Cadogan is not certified to perform.
- The proposed intergovernmental agreement was prepared by Town Counsel Maura O'Keefe.

**DEPARTMENT RECOMMENDATION:**

The Town Manager recommends approval of the intergovernmental agreement as proposed.

Motion:

Move that the Select Board authorize the Town Manager to execute an intergovernmental agreement with the Cape Cod Veterans' District to provide services to Falmouth Veterans' on a temporary basis while the Town Veterans' Director position is vacant.

**OPTIONS:**

- Motion to approve the Intergovernmental Agreement with the Barnstable District Department of Veterans' Services for temporary Veterans Services Officer Services as presented.
- Motion to deny approval of the Intergovernmental Agreement with the Barnstable District Department of Veterans' Services for temporary Veterans Services Officer Services.
- 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 Intergovernmental Agreement with the Barnstable District Department of Veterans' Services for temporary Veterans Services Officer Services as presented.

*Michael Renshaw*

---

Town Manager

8/21/2024

Date

**INTERGOVERNMENTAL AGREEMENT  
BY AND BETWEEN THE TOWN OF FALMOUTH  
AND THE BARNSTABLE DISTRICT DEPARTMENT OF VETERANS' SERVICES**

This Intergovernmental Agreement (the "Agreement") is made pursuant to M.G. L. c. 40 § 4A this \_\_\_\_\_ day of \_\_\_\_\_, 2024 by and between the Town of Falmouth ("Falmouth") and the Barnstable District Department of Veterans' Services (the "District").

WHEREAS, Falmouth has a temporary vacancy in its Director of Veteran Services position;

WHEREAS, Falmouth desires to temporarily retain the District to provide Veterans Services Officer ("VSO") services to Falmouth residents including filing applications to the Commonwealth of Massachusetts and the U.S. Department of Veterans Affairs in compliance with applicable regulations; and

WHEREAS, the District is willing and able to provide part time temporary VSO services to Falmouth.

NOW THEREFORE, Falmouth and the District do mutually agree as follows:

1. **Engagement of the District.** The District hereby agrees to provide the temporary VSO services set forth in the Scope of Services, attached hereto and incorporated herein. The District hereby agrees to hold Falmouth harmless from any claims regarding worker's compensation benefits, unemployment compensation benefits, retirement benefits, or any other benefit normally attributable to the status of the employees and the District specifically agrees to pay for all damages incurred by the District or Falmouth, including costs, and benefits in the event an employee of the District files such claim.
2. **Scope of Services.** The District shall perform the scope of services to the Town as set forth in the Scope of Services attached hereto.
3. **Time of Performance.** Performance of the Agreement shall commence on September 2, 2024 and run through and including December 1, 2024. If Falmouth hires a Director of Veterans Services and that individual begins work before December 1, 2024, Falmouth shall have the right to terminate this agreement with one week of advance written notice to the District. Any renewals or extensions must be in writing, signed by both Parties, and made in accordance with the Contract Documents.
4. **Payment:** Falmouth shall make payments within thirty (30) days of the submission of an invoice with all necessary supporting documentation. Payments under this Agreement shall not exceed \$9,000 and shall not include reimbursements for travel, meals or any other out of pocket expenses. Falmouth shall not be responsible for any late payment penalty.

5. **Termination or Suspension of Agreement for Cause.** If through any sufficient cause, the District shall fail to fulfill or perform its duties and obligations under this Agreement, or if either party shall violate or breach any of the provisions of this Agreement, either party shall thereupon have the right to terminate or suspend this Agreement, by giving written notice to the other party of such termination or suspension and specifying the effective date thereof. Such notice shall be given at least fifteen (15) calendar days before such effective date.

6. **Termination for Convenience of Falmouth.** Falmouth shall have the right to discontinue the work of any Employee of the District and cancel this Agreement by written notice to the District of such termination and specifying the effective date of such termination. In the event of such termination or suspension of this Agreement, the District shall be entitled to just and equitable compensation for satisfactory work completed, and for services performed.

7. **Non-Discrimination in Employment and Affirmative Action.** The District agrees to comply with all applicable Federal and State statutes, rules and regulations prohibiting discrimination in employment including but not limited to: Title VII of the Civil Rights Act of 1964, as amended; Massachusetts General Laws Chapter 151B§(1); the Americans with Disabilities Act of 1990; and all relevant administrative orders and executive orders including Executive Order 246.

8. **Conflict of Interest.** The District acknowledges that it may be subject to the Massachusetts Conflict of Interest statute, M.G.L. c. 268A, and to that extent, the District agrees to comply with all requirements of the statute in the performance of this Agreement.

9. **Recordkeeping, Audit, and Inspection of Records.** The District shall maintain books, records, and other compilations of data pertaining to the requirements of the Agreement to the extent and in such detail as shall properly substantiate claims for payment under the Agreement. All such records shall be kept for a period of seven (7) years or for such longer period as is specified herein. All retention periods start on the first day after final payment under this Agreement. If any litigation, claim, negotiation, audit or other action involving the records is commenced prior to the expiration of the applicable retention period, all records shall be retained until completion of the action and resolution of all issues resulting therefrom, or until the end of the applicable retention period, whichever is later. If this Agreement is funded in whole or in part with state or federal funds, the state or federal grantor agency, Falmouth or any of its duly authorized representatives or designees, shall have the right at reasonable times and upon reasonable notice, to examine and copy, at reasonable expense, the books, records and other compilations of data of the District which pertain to the provisions and requirements of this Agreement. Such access shall include on-site audits, review and copying of records.

10. **Findings Confidential.** Any reports, information, data, etc., given to or prepared or assembled by the Employee under this Agreement which Falmouth requests to be kept as confidential shall not be made available to any individual or organization by the District without

the prior written approval of The District or Falmouth, except to such extent as the information is determined to be a public record.

11. **Political Activity Prohibited.** None of the services to be provided by the District shall be used for any partisan political activity or to further the election or defeat of any candidate for public office.

12. **Choice of Law.** This Agreement shall be construed under and governed by the laws of the Commonwealth of Massachusetts. Falmouth and the agents thereof, agree to bring any federal or state legal proceedings arising under this Agreement, in which the District is a party, in a court of competent jurisdiction within the Commonwealth of Massachusetts. This paragraph shall not be construed to limit any rights a party may have to intervene in any action, wherever pending, in which the other is a party. All parties to this contract and covenant agree that any disputes be litigated in the District or Superior courts in the District County.

13. **Force Majeure.** Neither party shall be liable to the other nor be deemed to be in breach of this Agreement for failure or delay in rendering performance arising out of causes factually beyond its control and without its fault or negligence. Such causes may include but are not limited to acts of God or the public enemy, wars, fires, floods, epidemics, strikes, or unusually severe weather. Dates or times of performance shall be extended to the extent of delays excused by this section, provided that the party whose performance is affected notifies the other promptly of the existence and nature of such delay.

14. **Compliance with Laws.** The District shall promptly comply with all applicable laws, rules, regulations, ordinances, orders and requirements of the Commonwealth and any state or federal governmental authority relating to the provision of the services described in this Agreement subject to section 13 above.

15. **Headings, Interpretation and Severability.** The headings used herein are for reference and convenience only and shall not be a factor in the interpretation of the Agreement. If any provision of this Agreement is declared or found to be illegal, unenforceable, or void, then both parties shall be relieved of all obligations under that provision. The remainder of the Agreement shall be enforced to the fullest extent permitted by law.

16. **Amendments.** Any amendments to this Agreement shall be made by a mutually agreed upon writing signed by both Parties.

17. **Entire Agreement.** The Parties understand and agree that this Agreement and its attachments or amendments if any constitute the entire understanding between the Parties and supersede all other verbal and written agreements and negotiations by the Parties relating to the services under this Agreement.

18. **Notice.** Unless otherwise specified, any notice hereunder shall be in writing.

IN WITNESS WHEREOF, the District and Falmouth have executed this Agreement this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Town of Falmouth:

The Barnstable District Department of  
Veterans' Services:

\_\_\_\_\_  
Town Manager

\_\_\_\_\_  
By:

Approved as to form:

\_\_\_\_\_  
Town Counsel

Certified for sufficient appropriation:

\_\_\_\_\_  
Town Accountant

**OPEN SESSION**

**BUSINESS**

10. Review of Town Manager's summative annual performance evaluation **(10 minutes)**

## **OPEN SESSION**

### **CONSENT AGENDA**

#### **1. Licenses**

- a. Consider approval of an application from Scott Tynell for a Shellfish Aquaculture License for a land-based upweller site in Rands Canal, Floating bags within Rands Canal, and a 5.9-acre site in Megansett Harbor



## AGENDA ITEM SUMMARY SHEET

**ITEM NUMBER:** Consent Agenda – Licenses 1.a.

**ITEM TITLE:** Consider approval of an application from Scott Tynell for a Shellfish Aquaculture License for a land-based upweller site in Rands Canal, and a 5.9-acre site in Megansett Harbor

**MEETING DATE:** 8/26/2024

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

**SUBMITTED BY:** Mike Renshaw, Town Manager

**ATTACHMENTS:** Procedure for Obtaining a Shellfish Grant License; MA Division of Marine Fisheries Approval Letter dated June 24, 2024 (with conditions); US Army Corps of Engineers Approval Letter, dated July 17, 2024;

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### PURPOSE:

The Select Board will consider the approval of an application from Scott Tynell for a Shellfish Aquaculture License for a land-based upweller site in Rands Canal, and a 5.9-acre site in Megansett Harbor.

### BACKGROUND/SUMMARY:

- During its meeting on April 1, 2024, the Select Board held a public hearing on the application of Scott Tynell for approval for the re-certification of the Division of Marine Fisheries (DMF) dives for the proposed sites in Rands Canal/Megansett Harbor.

- The Select Board has received a Letter of Determination from the DMF, dated June 24, 2024, regarding certifications of the two aquaculture license sites in Megansett Harbor; this Letter of Determination advises the Select Board that it may issue the license provided the following two conditions are placed on the license and met by the applicant:
  - Vertical lines shall be minimized and kept under tension to the greatest extent practicable.
  - Any entanglement of protected species, including whales and turtles, must be immediately reported to the Marine Mammal and Sea Turtle Stranding and Entanglement Hotline at 1-866-755-NOAA (6622).
  
- The U.S. Army Corps of Engineers has also approved the license application on July 17, 2024 as authorized under General Permit #18 of the June 2, 2023 federal permit known as the Massachusetts General Permits (GPs).

**DEPARTMENT RECOMMENDATION:**

The Town Manager recommends that the Select Board approve the application from Scott Tynell for a Shellfish Aquaculture License for a land-based upweller site in Rands Canal, and a 5.9-acre site in Megansett Harbor, with the below listed conditions listed on the license:

- Vertical lines shall be minimized and kept under tension to the greatest extent practicable.
- Any entanglement of protected species, including whales and turtles, must be immediately reported to the Marine Mammal and Sea Turtle Stranding and Entanglement Hotline at 1-866-755-NOAA (6622).

**OPTIONS:**

- Motion to approve the application from Scott Tynell for a Shellfish Aquaculture License for a land-based upweller site in Rands Canal, and a 5.9-acre site in Megansett Harbor, with the below listed conditions listed on the license:
  - Vertical lines shall be minimized and kept under tension to the greatest extent practicable.
  - Any entanglement of protected species, including whales and turtles, must be immediately reported to the Marine Mammal and Sea Turtle Stranding and Entanglement Hotline at 1-866-755-NOAA (6622).

- Motion to deny approval of the application from Scott Tynell for a Shellfish Aquaculture License for a land-based upweller site in Rands Canal, and a 5.9-acre site in Megansett Harbor.

**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 from Scott Tynell for a Shellfish Aquaculture License for a land-based upweller site in Rands Canal, and a 5.9-acre site in Megansett Harbor, with the below listed conditions listed on the license:

- Vertical lines shall be minimized and kept under tension to the greatest extent practicable.
- Any entanglement of protected species, including whales and turtles, must be immediately reported to the Marine Mammal and Sea Turtle Stranding and Entanglement Hotline at 1-866-755-NOAA (6622).

*Michael Renshaw*

---

**Town Manager**

8/20/2024

**Date**



## TOWN OF FALMOUTH

Office of the Town Manager & Select Board  
59 Town Hall Square, Falmouth, Massachusetts 02540  
[licensing@falmouthma.gov](mailto:licensing@falmouthma.gov)  
Telephone (508) 495-7320  
Fax (508) 457-2573

### Procedure for Obtaining a Shellfish Grant License

Anyone wishing to apply for a shellfish grant license must contact the Shellfish Constable (508) 457-2550 and schedule a meeting.

The applicant must obtain an "Application for Shellfish Aquaculture Grant License" form from the Office of the Town Manager and return it with a \$35.00 advertising fee to the Town Manager's Office including name and address of applicant, date of application and the approximate size and location and description of the requested area. Upon receipt of a completed application form, a public hearing will be scheduled and the applicant will be notified by the Town Manager's Office of the date and location of the hearing.

All approvals by the Select Board will be made "subject to the approval of the Division of Marine Fisheries (DMF)". The Town Manager's Office will inform DMF of the approval by the Select Board, and the DMF will schedule an inspection of the area.

Once the DMF approval is received, the applicant must:

1. have grant surveyed and submit a plan and written description to the Town Manager's Office
2. apply to the Army Corps of Engineers for approval
3. apply to the Falmouth Conservation Commission for approval

After all the completed paperwork is submitted to the Town Manager's Office, a public hearing will be scheduled with the Select Board, and a grant license will be prepared for signature by the Select Board.

The applicant will be notified of the execution of the license and will be required to pay to the Town of Falmouth an annual fee of \$25.00 per acre or any part thereof.

It is the sole responsibility of the applicant to obtain all required approvals (i.e. DMF, Army Corps of Engineers and Conservation Commission) and to ensure that all necessary paperwork is received by the Town Manager's office and fees paid to the Town.

Each year thereafter, the license holder must submit on or before December 31 of each year an annual report, on forms provided by the Town, of shellfish activity on the grant license site for the past year.

The applicant must also pay to the Town of Falmouth an annual payment of \$25.00 per acre or any portion thereof on the anniversary date of the license.

A five-year plan of the use of said grant will be required for all shellfish grant license renewals and new licenses, these to be incorporated into a master plan for all shellfish grant licenses issued under M.G.L. Chapter 130, Sections 57 and 59.

## Shellfish Grant License – New or Extension

1. Applicant must have the shellfish constable sign the application for shellfish grant license. It should have a specific area and acreage on it.
2. Date stamp the application and give a copy to the shellfish constable.
  - MGL Chapter 130 Section 62 – Hearing must be held within 60 days after receipt of application. Public notice must be published 10 days prior to hearing. Notice must have applicant's name and residence (Town), date of application, area and acreage requested.
  - Post notice with Town Clerk, Harbormaster's Office.
  - Notify applicant in writing of hearing date, time and place. Send copy of public notice.
  - If Select Board denies the application, applicant must be informed of Board's decision within 30 days.
3. If Select Board approves the application, a letter is sent to Director, DMF in Boston, and sent to DMF in New Bedford requesting that area be surveyed. Give as much information as possible, including copies of the application and map, if there is one, and the description of proposed grant license.
4. After DMF surveys the grant and if it determines the area is un-productive, they will send letters to the shellfish constable, Select Board and applicant.
5. The Applicant then:
  - Applies to the Army Corps of Engineers for approval
  - Applies to Falmouth Conservation Commission for approval
  - Has grant surveyed and receives a plan and written description
6. After all the completed paperwork is given to this office, a grant license is prepared for Select Board signature. A new grant license is for two years, 1<sup>st</sup> renewal for five years and ten years for subsequent renewals. An extension expires the same date as original grant license.



# The Commonwealth of Massachusetts Division of Marine Fisheries

(617) 626-1520 | [www.mass.gov/marinefisheries](http://www.mass.gov/marinefisheries)



MAURA T. HEALEY  
Governor

KIMBERLEY DRISCOLL  
Lt. Governor

REBECCA L. TEPPER  
Secretary

THOMAS K. O'SHEA  
Commissioner

DANIEL J. MCKIERNAN  
Director

Town of Falmouth Select Board  
Town Hall  
59 Town Hall Square  
Falmouth, MA 02540

June 24, 2024

Ladies and Gentlemen:

Under authority of Chapter 130, § 57 of the Massachusetts General Laws (MGL), an on-site inspection of two aquaculture sites proposed by Scott Tynell in the town of Falmouth, MA was conducted by personnel from the Division of Marine Fisheries (DMF) on May 31, 2024. One site is approximately six (6) acres in Megansett Harbor, and the other is an approximately one (1) acre land based upweller and nursery site in Rands Canal.

The proposed Megansett Harbor (DMF designation BB50.0) site is located in the town of Falmouth. Water quality at and adjacent to this site is classified as "Approved" for shellfish harvesting in accordance with provisions of the National Shellfish Sanitation Program and the surrounding area has additional permitted aquaculture license sites. The site is located in the sub-tidal zone with mean depths ranging between eight (8) and twenty-two (22) feet. Substrate consisted of thick mud and packed clay in the deeper water gradually transitioning to sand in shallower sections. The applicant is proposing the deployment of bottom cages and mesh bags affixed to the bottom for oyster (*C. virginica*), quahog (*M. mercenaria*), and bay scallop (*A. Irradians*) culture.

A shellfish survey was conducted at the Megansett Harbor site by DMF divers. A total of one hundred fifty-two (152) square foot quadrats were sampled along twelve (12) transects across the site. A total of two (2) quahogs were observed within the proposed site. Additionally, eighteen (18) large oyster cages were found on the western half of the site, which appeared to be in good condition but heavily fouled. No live oysters were observed in the cages. This shellfish density is not considered significant by the Division of Marine Fisheries in assessing sites for private shellfish aquaculture licenses. No eelgrass (*Z. marina*) or other significant marine resources, endangered species, or existing wild fisheries were noted at the time of the survey.

Megansett Harbor has been mapped as habitat for protected species including sea turtles and whales by NOAA Fisheries Greater Atlantic Regional Fisheries Office Protected Resources Division ([ESA Section 7 Mapper \(arcgis.com\)](#)). While floating gear is not proposed at this site, DMF is concerned that vertical lines associated with marker buoys may pose an entanglement risk to marine mammals and turtles. It is our opinion that issuance of an aquaculture license for this site, including the conditions stated below, would not cause a substantial adverse impact on the shellfish or other natural resources of

Falmouth. Consequently, the Select Board may issue the license in accordance with Chapter 130, § 57 of MGL provided the following two conditions are placed on the license:

- 1) Vertical lines shall be minimized and kept under tension to the greatest extent practicable
- 2) Any entanglement of protected species, including whales and turtles, must be immediately reported to the Marine Mammal and Sea Turtle Stranding and Entanglement Hotline at 1-866-755-NOAA (6622).

**A copy of the license must be sent to this office at the time of issue by the Select Board.**

The upland upweller and nursery site is located in Rands Canal (DMF designation BB50.1), a sub-area of the Megansett Harbor shellfish growing area. Water quality at and adjacent to this site is classified as "Conditionally Approved" for shellfish harvesting in accordance with provisions of the National Shellfish Sanitation Program (NSSP). The proposed site location is mostly intertidal with a narrow subtidal area characterized by soft mud. The applicant proposes to deploy floating cages and bags at the site to culture oysters, quahogs, and bay scallops.

The site inspection included a shellfish survey. Only a small portion of the total site is subtidal, and sixteen (16) square-foot quadrats were sampled along two (2) transects in the non-upland area. A total of five (5) quahogs and two (2) oysters were observed within the proposed site. These shellfish densities are not considered significant by the Division of Marine Fisheries in assessing sites for private shellfish aquaculture licenses. No eelgrass (*Z. marina*) or other significant marine resources, endangered species, or existing wild fisheries were noted at the time of the survey.

Rands Canal has not been mapped as habitat for any protected species by NOAA Fisheries Greater Atlantic Regional Fisheries Office Protected Resources Division ([ESA Section 7 Mapper \(arcgis.com\)](#)). It is our opinion that issuance of an aquaculture license for this site would not cause a substantial adverse impact on the shellfish or other natural resources of Falmouth. Consequently, the Select Board may issue the licenses in accordance with Chapter 130, § 57 of MGL provided the following two conditions are placed on the license:

- 1) Shellfish larger than 25 mm (except for bay scallops harvested for the adductor muscle only) shall not be removed from the site when it is in the seasonally closed status of its Conditionally Approved classification (currently May 1<sup>st</sup> - Oct 31<sup>st</sup>).
- 2) Any entanglement of protected species, including marine mammals and turtles, must be immediately reported to the Marine Mammal and Sea Turtle Stranding and Entanglement Hotline at 1-866-755-NOAA (6622).

**A copy of the license must be sent to this office at the time of issue by the Select Board.**

All activities in connection with these licenses must be conducted in accordance with all applicable state statutes and regulations governing shellfish and in accordance with provisions of Title 322, Code of Massachusetts Regulations (CMR) 7:00 Permits, 15:00 Management of Marine Aquaculture, 16:00 Shellfish Sanitation, Harvest, Handling and Management; and Department of Public Health, Food Protection Program regulations at Title 105, CMR 500.020 and 500.021. Marine Fisheries reserves the right to further condition this private aquaculture license at any time, under provisions of MGL Chapter 130, § 57 if deemed necessary to protect shellfish and other natural resources.

All holders of a local private shellfish aquaculture license from a municipality allowing exclusive use of an area to grow shellfish are also **required to obtain a propagation permit from DMF and a state commercial shellfish permit in order to harvest** under authority of Chapter 130, §§ 69 and 80 of MGL and 322 CMR: 7:00 and 15:00 from the Division of Marine Fisheries. The propagation permit authorizes the possession and growing of seed shellfish from an approved source and is required annually regardless of whether seed is purchased from a hatchery or is acquired from a natural set. The commercial permit allows harvesting, possession, and landing of shellfish for sale to wholesale dealers authorized to purchase shellfish.

The licensee should be aware that this license is subject to further regulation by the U.S. Army Corps of Engineers and is subject to review by the Massachusetts Environmental Policy Act (MEPA) Office under the provisions of M.G.L. c.30, §§ 61- 62I and the Massachusetts Department of Environmental Protection (MassDEP) under the provisions of Chapter 91 (Waterways Acts) and/or Chapter 131, § 40 (Wetlands Act) and their regulations. It is mandatory the licensee contact the local Conservation Commission to determine the applicability of the Wetlands Act and the U.S. Army Corps of Engineers, Regulatory Branch at 696 Virginia Rd., Concord, MA. 01742 (TEL: 978-318-8338) concerning a Massachusetts Regional General Permit for Shellfish Aquaculture. The licensee should also contact the MEPA Office (MEPA@mass.gov; 617-626-1000) to determine the need for MEPA review if the project meets or exceeds one or more MEPA review thresholds identified at [301 CMR 11.03](#). This shellfish aquaculture license may be eligible for MEPA review via the [Special Review Procedure](#) (SRP). If MEPA review is required, DMF's certification under M.G.L. c. 130, § 57 shall be deemed conditioned on the issuance of a Certificate from the Secretary of Energy and Environmental Affairs determining that an Environmental Impact Report (EIR) is not required or that a Single or Final EIR is adequate for this project. This license certification shall be deemed final upon provision of such MEPA Certificate to DMF. Commencement of operations under this license prior to such determination by the Conservation Commission or before obtaining other required permits, approvals, and licenses from the MEPA Office, MassDEP, or the U.S. Army Corps of Engineers may result in legal or regulatory action against the licensee by one or more of these agencies. Permits issued by DMF to obtain and possess seed shellfish for aquaculture will not be issued until this license certification is final and do not absolve the licensee from the above-mentioned obligations.

Any questions or comments should be directed to Alex Boeri at (508) 742-9730.

Sincerely,

A handwritten signature in black ink, appearing to read "Daniel J. McKiernan". The signature is fluid and cursive, with a long horizontal stroke at the end.

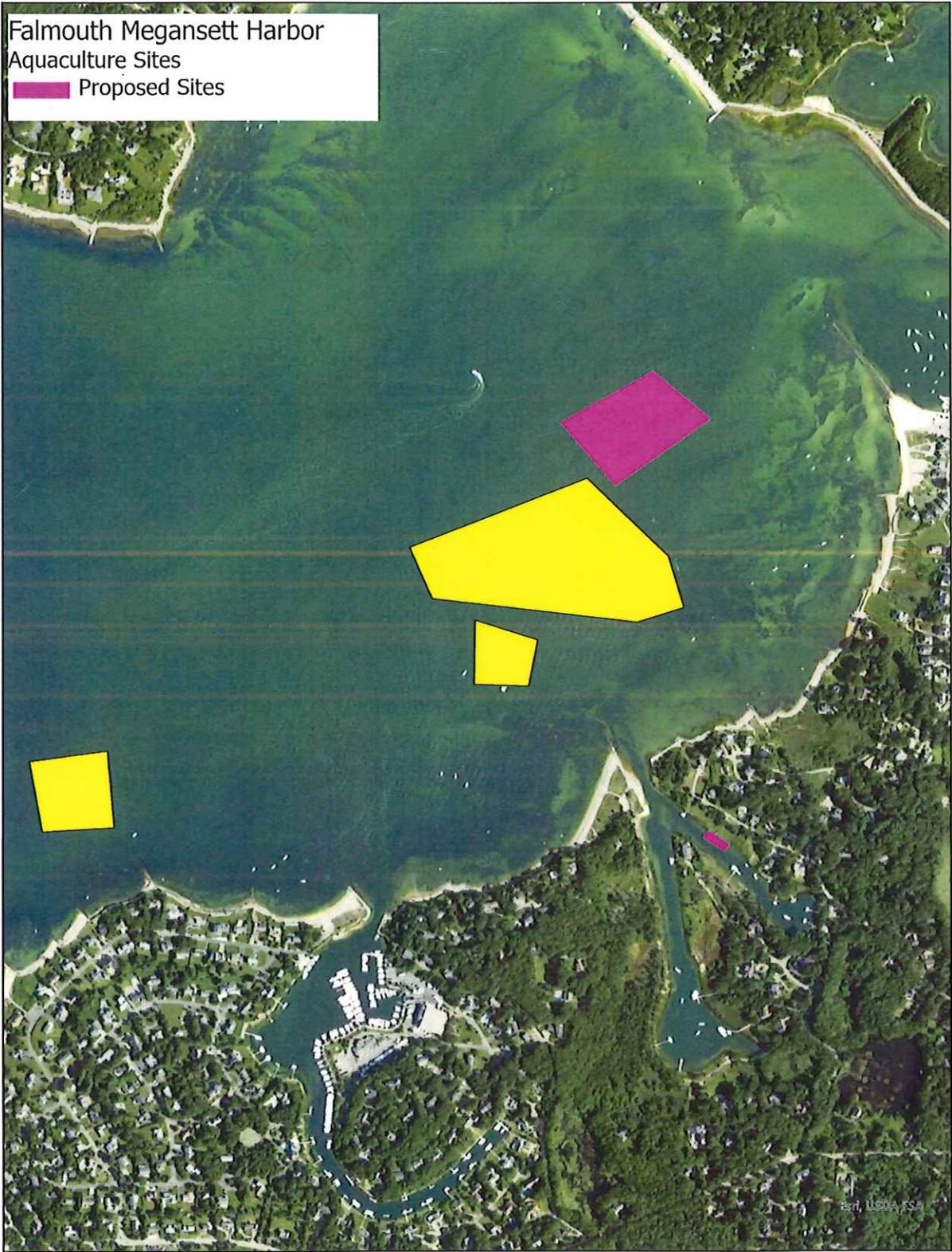
Daniel J. McKiernan, Director  
MA Division of Marine Fisheries

cc: G. Lundgren, A. Boeri, C. Petitpas, M. Camisa, DMF  
C. Martinsen, Shellfish Constable  
S. Tynell, Applicant  
Falmouth Conservation Commission  
J. Hobill, DEP SERO  
MEPA  
U.S. Army Corps of Engineers

Table of existing and currently proposed private aquaculture sites in Falmouth, Megansett Harbor (CCB50)

Town	Acres	Shellfish Growing Area	Municipal ID	Status	Waterbody	Type of Site	Gear Type
Falmouth	4.0	BB50.0	A17-02	Active	Megansett Harbor	Oyster Growout	Cages
Falmouth	0.0	BB50.0		Active	Megansett Harbor	Seed Nursery	Upweller
Falmouth	10.0	BB50.0	A11-05	Active	Megansett Harbor	Oyster Growout	Cages/ Bottom Trays
Falmouth	2.4	BB50.0	A15-06	Active	Megansett Harbor	Oyster Growout	Cages
Falmouth	0.0	BB50.2		Active	Rands Canal	Seed Nursery	Upweller
Falmouth	6.0	BB50.0		Proposed	Megansett Harbor	Oyster Growout	Cages/ Bottom Trays
Falmouth	1.0	BB50.2		Proposed	Rands Canal	Seed Nursery	Floating Cages/Upweller

Falmouth Megansett Harbor  
Aquaculture Sites  
Proposed Sites





DEPARTMENT OF THE ARMY  
US ARMY CORPS OF ENGINEERS  
NEW ENGLAND DISTRICT  
696 VIRGINIA ROAD  
CONCORD MA 01742-2751

July 17, 2024

Regulatory Division  
File Number: NAE-2023-02510

Scott Tynell  
163 Bay Road  
North Falmouth, Massachusetts 02556  
Sent by email: [scott@myhomeonthecape.com](mailto:scott@myhomeonthecape.com)

Dear Mr. Tynell:

The U.S. Army Corps of Engineers (USACE) has reviewed your application to install a land based upweller for the purpose of growing oyster seeds to maturity. As the seeds grow, they will be transitioned into floating black UV resistant plastic mesh bags. These bags will be tethered end to end and secured by marked corner posts preventing the bags from hindering the navigational channel of Rands Canal. Gear will be in place between May 1<sup>st</sup> and October 31<sup>st</sup>. This project is located in Rands Canal at 163 Bay Road, North Falmouth, Massachusetts. The work is shown on the enclosed plans titled "Plot Plan for Proposed Oyster Equipment," on 2 sheets, and dated "January 4, 2022."

Based on the information that you have provided, we verify that the activity is authorized under General Permit # 18 of the June 2, 2023, federal permit known as the Massachusetts General Permits (GPs). The GPs are available at <https://www.nae.usace.army.mil/Missions/Regulatory/State-General-Permits/Massachusetts-General-Permit>.

Please review the enclosed GPs carefully, in particular the general conditions beginning on page 35, and ensure that you and all personnel performing work authorized by the GPs are fully aware of and comply with its terms and conditions. A copy of the GPs and this verification letter shall be available at the work site as required by General Condition 17. You must perform this work in compliance with the following special condition:

*You must complete and return the enclosed Certificate of Compliance within one month following the completion of the authorized work.*

This authorization expires on June 1, 2028. You must commence or have under contract to commence the work authorized herein by June 1, 2028, and complete the work by June 1, 2029. If not, you must contact this office to determine the need for further authorization and we recommend you contact us *before* the work authorized herein expires. Please contact us immediately if you change the plans or construction methods for work within our jurisdiction as we must approve any changes before you

undertake them. Performing work within our jurisdiction that is not specifically authorized by this determination or failing to comply with the special condition(s) provided above or all the terms and conditions of the GPs may subject you to the enforcement provisions of our regulations.

This authorization does not obviate the need to obtain other federal, state, or local authorizations required by law. Applicants are responsible for applying for and obtaining any other approvals.

Your project is located within, or may affect resources within, the coastal zone. The Massachusetts Office of Coastal Zone Management (CZM) has already determined that no further Federal Consistency Review is required.

We continually strive to improve our customer service. To better serve you, we would appreciate your completing our Customer Service Survey located at <https://regulatory.ops.usace.army.mil/customer-service-survey>.

Please contact Abigail Thrall of my staff at [abigail.e.thrall@usace.army.mil](mailto:abigail.e.thrall@usace.army.mil) or (978) 778-6479 if you have any questions.

Sincerely,

*Paul Maniccia*

Paul Maniccia  
Chief, Permits & Enforcement Section  
Regulatory Division

cc:

Alex Tynell, [ajtinc@gmail.com](mailto:ajtinc@gmail.com)

Ed Reiner, U.S. EPA, Region 1, Boston, MA, [reiner.ed@epa.gov](mailto:reiner.ed@epa.gov)

Rachel Croy, U.S. EPA, Region 1, Boston, MA, [croy.rachel@epa.gov](mailto:croy.rachel@epa.gov)

Sabrina Pereira, NMFS, Gloucester, MA; [sabrina.pereira@noaa.gov](mailto:sabrina.pereira@noaa.gov)

Sean Duffey, Coastal Zone Management, Boston, MA, [sean.duffey@mass.gov](mailto:sean.duffey@mass.gov)

Maissoun Reda, Chief, DEP SERO, Wetlands and Waterways, Lakeville, MA;

[maissoun.reda@mass.gov](mailto:maissoun.reda@mass.gov)

MassDEP-WRP, Boston, MA; [dep.waterways@mass.gov](mailto:dep.waterways@mass.gov)

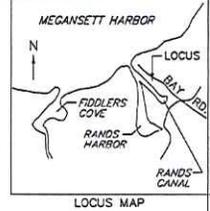
David Robinson, MA Board of Underwater Archaeological Resources (BUAR);

[david.s.robinson@mass.gov](mailto:david.s.robinson@mass.gov)

Gabriel Lundgren, MA DMF Shellfish Program, [Gabriel.Lundgren@state.ma.us](mailto:Gabriel.Lundgren@state.ma.us)

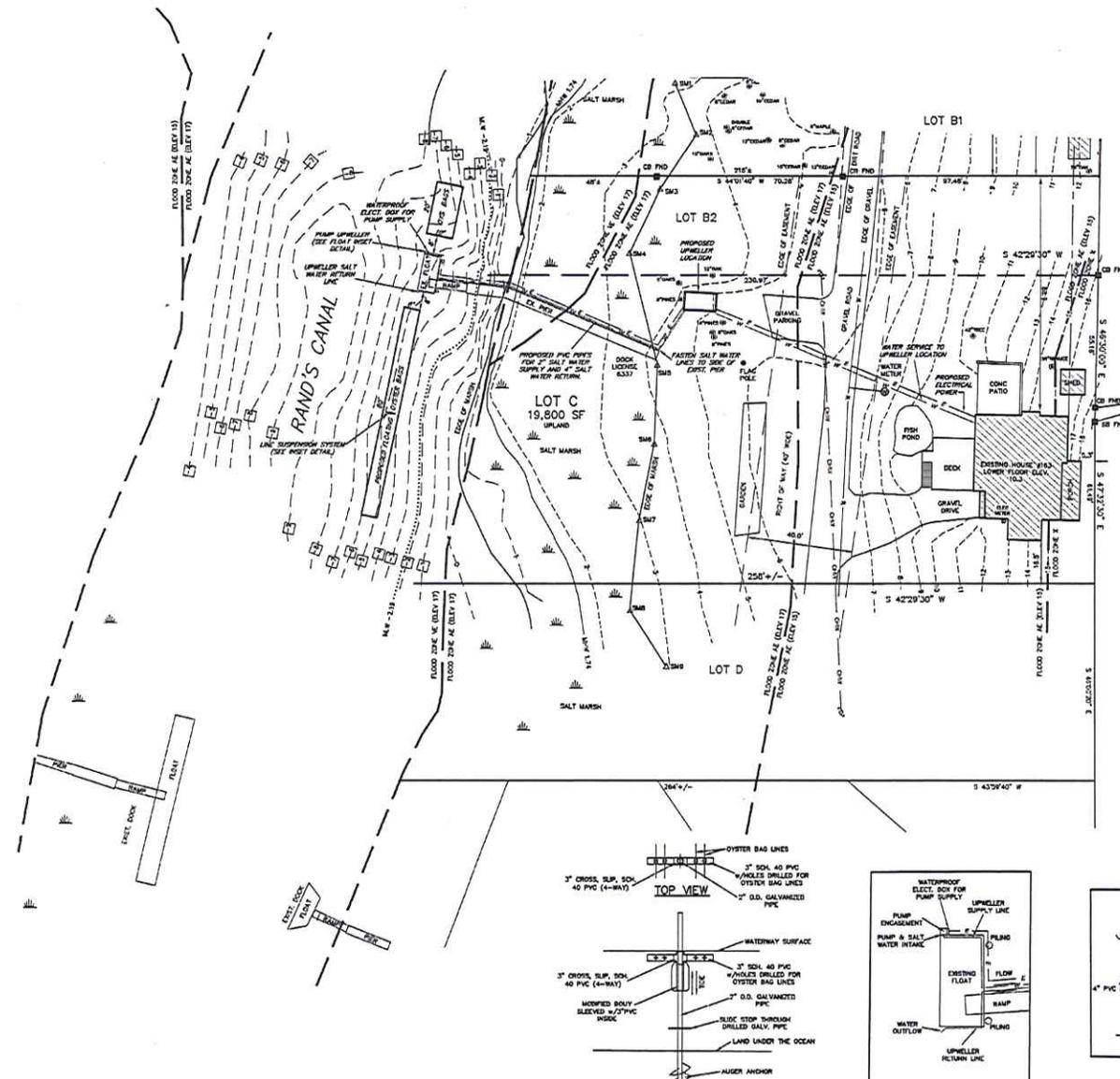
Falmouth Conservation Commission, [concom@falmouthma.gov](mailto:concom@falmouthma.gov)





**BSS**  
DESIGN  
ENGINEERING & SURVEYING

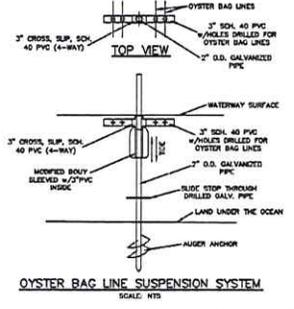
www.bssdesign.com  
BSS Design, Incorporated  
166 Galbraith Lane, Suite 102  
Falmouth, Massachusetts 02540  
508.540.8899 FAX 508.548.8233



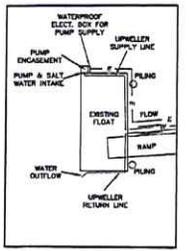
**LEGEND**

---	PROPERTY LINE
---	PROPOSED WATER SERVICE
---	EXISTING WATER SERVICE
---	OVERHEAD WIRES
---	PROPOSED ELEC. CONDUIT AND WIRES
---	EXISTING CONTOUR NAVD
---	EXISTING SOUNDING CONTOUR MLW
---	EXISTING TREE
---	WETLAND
---	CONCRETE BOUND
---	EXISTING STRUCTURES

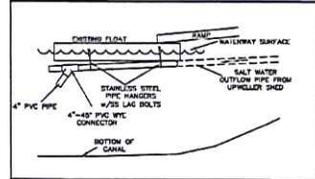
- NOTES:**
- LOCUS IDENTIFICATION:  
HOUSE No. 163 BAY ROAD  
ASSESSORS No. 02 01 0063 0000  
LOT C PLAN BOOK 466 PAGE 88  
LOCUS IS WITHIN:  
ZONING DISTRICT: R0  
FLOOD ZONES: AE (ELEV 17), AE (ELEV 15) & X  
BUILDING CODE WIND EXPOSURE CATEGORY:  
WIND-BORNE DEBRIS REGION  
COASTAL FLOOD OVERLAY DISTRICT (RANDS CANAL)  
WATER RESOURCE PROTECTION DISTRICT  
ENDANGERED SPECIES HABITAT  
RIVERFRONT AREA  
HISTORIC DISTRICT  
HISTORIC REGISTER DISTRICT  
WILDLIFE CORRIDOR OVERLAY DISTRICT  
BLACK BEACH / SPENNESSETT MARSH SDPC  
ELEVATIONS ARE FROM ON-THE-GROUND SURVEY BASED ON NAVD.
  - NO SEPTIC SYSTEM AVAILABLE ON RECORD AT TOWN HALL.  
EXISTING BUILDING OFFSETS ARE MEASURED TO CORNER BOARDS, NOT FOUNDATION.  
SOUNDING CONTOURS ARE TAKEN FROM CHAPTER 91 LICENSE PLANS BY OTHERS AND WERE ADJUSTED TO NAVD USING ELEVATIONS OBTAINED BY ON-GROUND SURVEY.



**OYSTER BAG LINE SUSPENSION SYSTEM**  
SCALE: 1" = 1'



**FLOAT DETAIL**  
SCALE: 1" = 1'



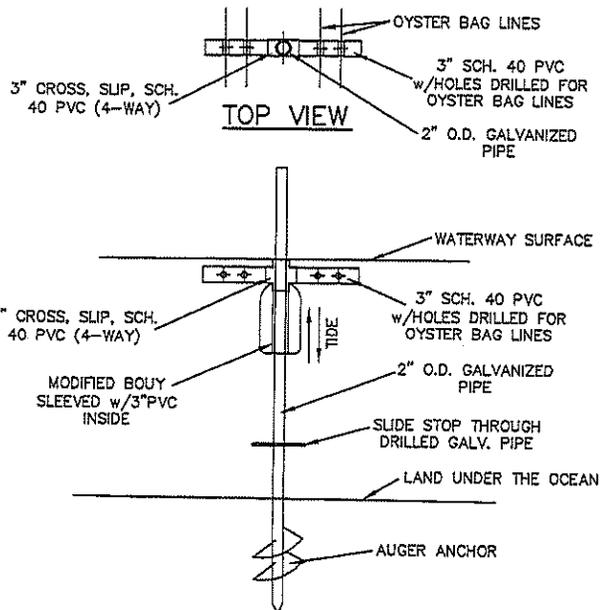
**SALT WATER RETURN DETAIL**  
SCALE: 1" = 1'



**PLOT PLAN - PROPOSED SHELLFISH FARM**  
PREPARED FOR  
**SCOTT TYNELL**  
**163 BAY ROAD EXTENSION**  
**NORTH FALMOUTH, MASSACHUSETTS**

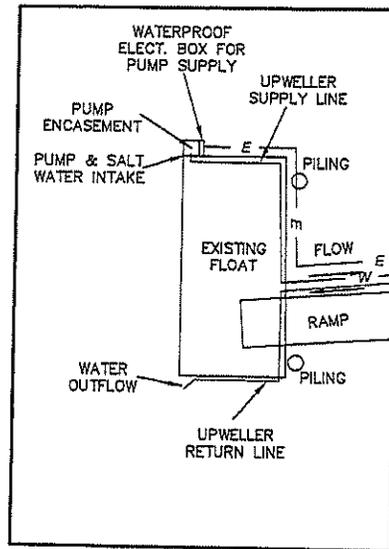
Scale	1" = 20'
Date	APR. 14, 2020
Drawn	EJP/JER
Checked	
Job Number	20030
Revisions	SEPT. 16, 2020 GENERAL REVISIONS FOR SALT WATER SUPPLY AND FLOAT SUSPENSION SYSTEM SEPT. 25, 2020 ADD SALT WATER RETURN DETAIL JAN. 10, 2024 RAR CONVERT MLW DATUM ELEVATIONS TO NAVD, SHOW MLW.
Sheet	1 OF 1
Title	PLOT PLAN
Drawing Number	B27-105





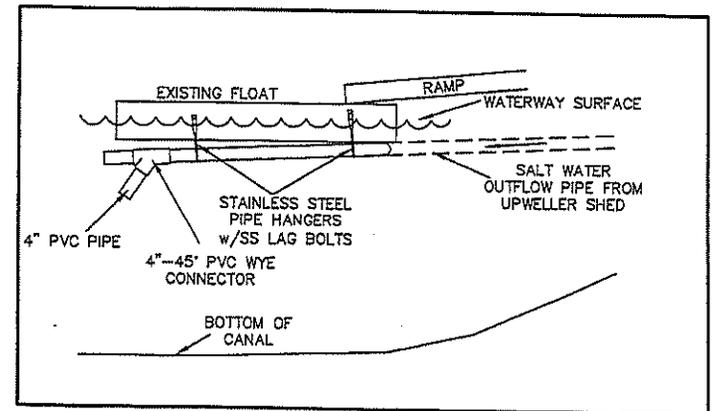
OYSTER BAG LINE SUSPENSION SYSTEM

SCALE: NTS



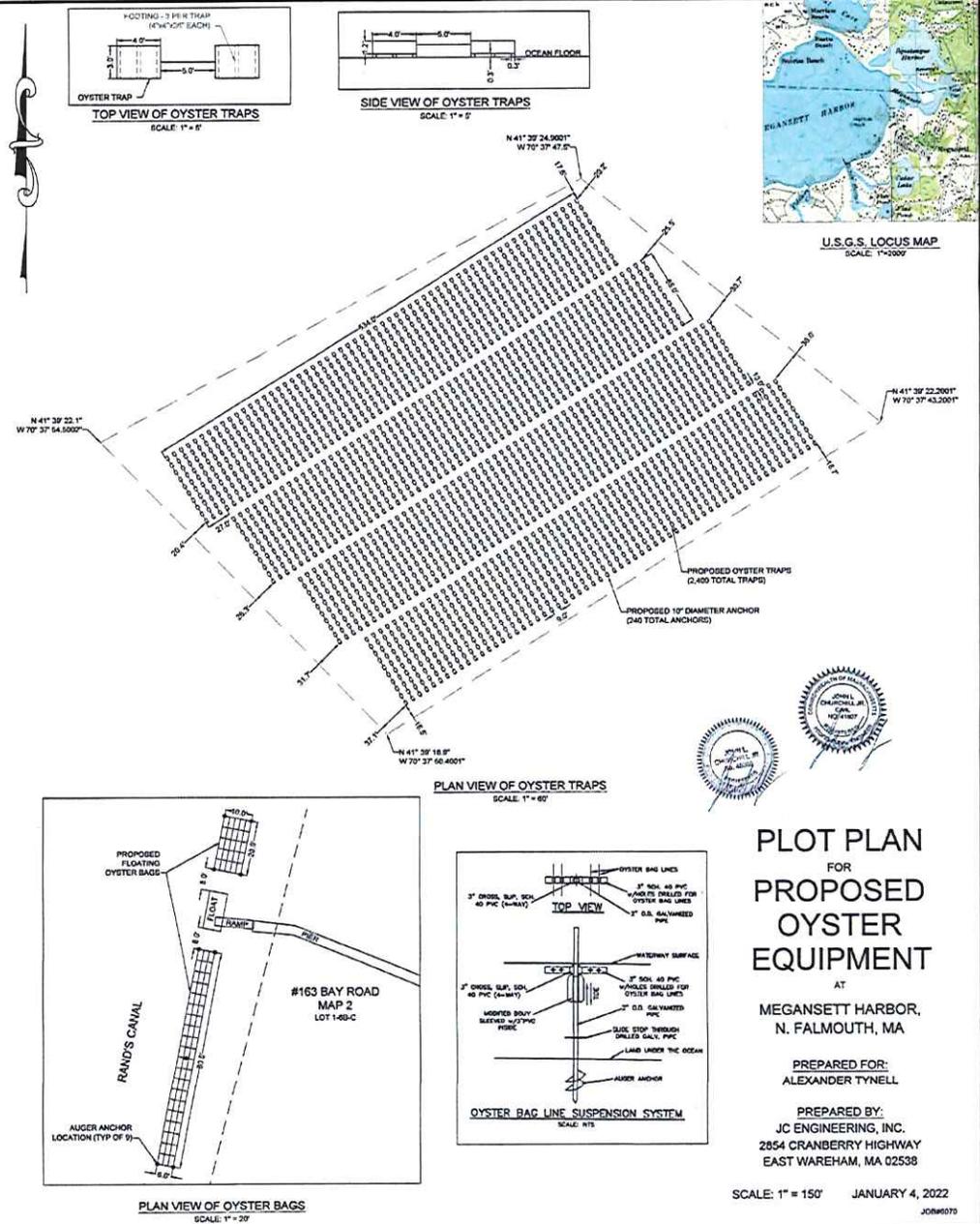
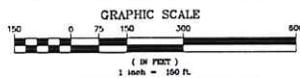
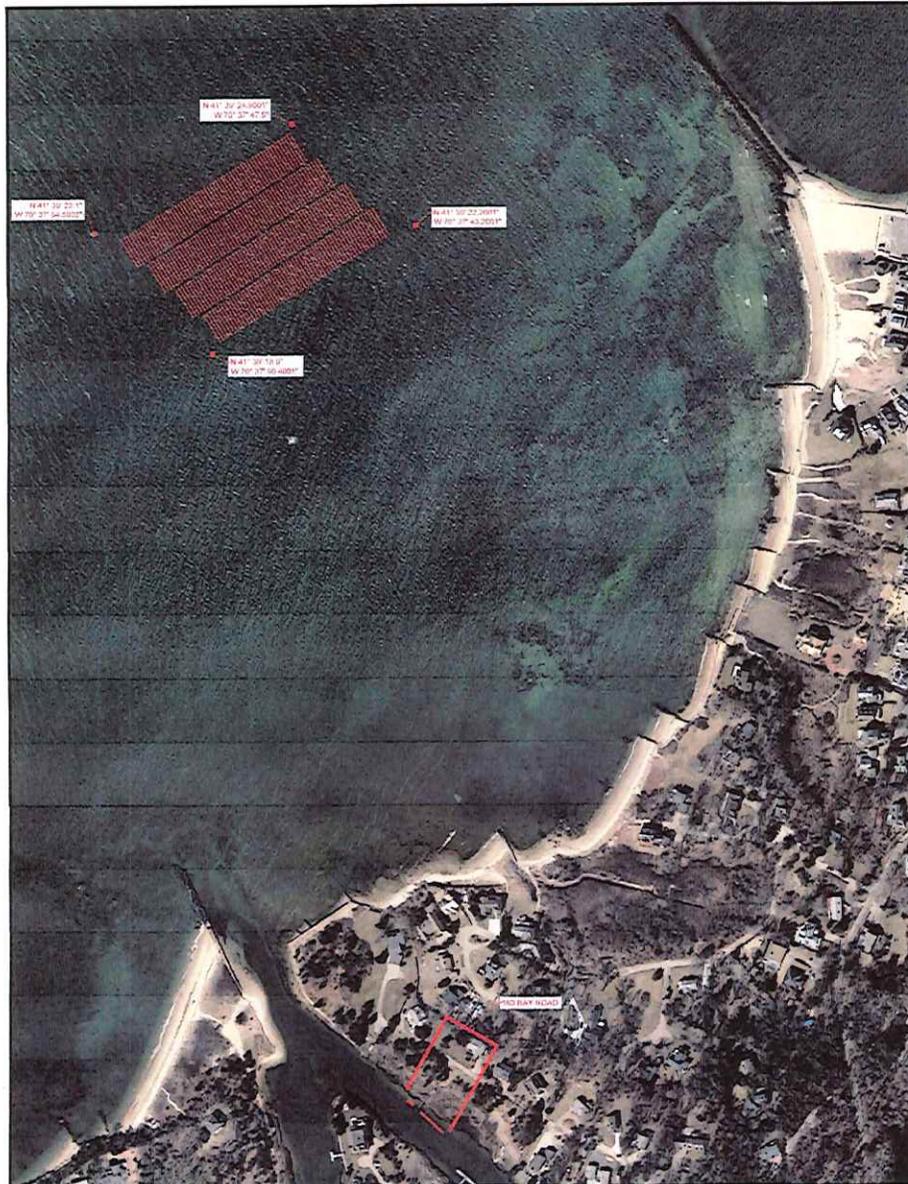
FLOAT DETAIL

SCALE:  $\frac{1}{4}'' = 1'$



SALT WATER RETURN DETAIL

SCALE: NTS



## **OPEN SESSION**

### **CONSENT AGENDA**

#### **1. Licenses**

- b. Consider approval of an application for two Special One-Day Wine & Malt Liquor Licenses – WM Cycling Events, Inc. – Really RAD Festival of Cyclo Cross – Cape Cod Fairgrounds – Saturday, 10/26 and Sunday, 10/27



## AGENDA ITEM SUMMARY SHEET

**ITEM NUMBER:** Consent Agenda – Licenses 1.b.

**ITEM TITLE:** Consider approval of an application for two Special One-Day Wine and Malt Liquor Licenses- WM Cycling Events, Inc.- Really RAD Festival of Cyclo Cross- Cape Cod Fairgrounds- Saturday, October 26 and Sunday, October 27, 2024.

**MEETING DATE:** 8/26/2024

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

**SUBMITTED BY:** Mike Renshaw, Town Manager

**ATTACHMENTS:** One Day Liquor License Application Review Form; Emails from Reviewers; Special One-Day Liquor License for the Sale of Alcoholic Beverages Form, dated May 22, 2024; Event narrative; Site plan; Certificate of Liability Insurance; TIPS Certificates

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### PURPOSE:

The Select Board will consider the approval of an application for two Special One-Day Wine and Malt Liquor Licenses- WM Cycling Events, Inc.- Really RAD Festival of Cyclo Cross- Cape Cod Fairgrounds- Saturday, October 26 and Sunday, October 27, 2024.

### BACKGROUND/SUMMARY:

- Applicant Willaim Sykes, representing WM Cycling Events, Inc., applied for two Special One-Day Liquor Licenses for the Sale of Alcoholic Beverages on May 22, 2024.
- The event, titled Really RAD Festival of Cyclo Cross, is to be conducted on October 26 and October 27, 2024, between the hours of 8:00 AM to 5:00 PM at the Cape Cod Fairgrounds.

- WM Cycling Events, Inc. is a non-profit 501C-3 company that is dedicated to event production to enhance the cycling community in New England since 1974.
- The event organizers anticipate that approximately 1,000 people will attend over both days.
- A beer garden with containment fencing will be utilized for the alcohol service, and servers will be TIPS certified.
- The Police Department, Fire Rescue Department, and Health Department have reviewed the application materials and have no objections to the approval of the licenses.

**DEPARTMENT RECOMMENDATION:**

The Town Manager recommends that the Select Board approve the application for two Special One-Day Wine and Malt Liquor Licenses- WM Cycling Events, Inc.- Really RAD Festival of Cyclo Cross- Cape Cod Fairgrounds- Saturday, October 26 and Sunday, October 27, 2024, as presented.

**OPTIONS:**

- Motion to approve the application for two Special One-Day Wine and Malt Liquor Licenses- WM Cycling Events, Inc.- Really RAD Festival of Cyclo Cross- Cape Cod Fairgrounds- Saturday, October 26 and Sunday, October 27, 2024, as presented.
- Motion to deny approval of the application for two Special One-Day Wine and Malt Liquor Licenses- WM Cycling Events, Inc.- Really RAD Festival of Cyclo Cross- Cape Cod Fairgrounds- Saturday, October 26 and Sunday, October 27, 2024.
- 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 two Special One-Day Wine and Malt Liquor Licenses- WM Cycling Events, Inc.- Really RAD Festival of Cyclo Cross- Cape Cod Fairgrounds- Saturday, October 26 and Sunday, October 27, 2024, as presented.

*Michael Renshaw*

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**Town Manager**

8/16/2024

**Date**

Date: 8/26/24

**ONE-DAY LIQUOR LICENSE APPLICATION REVIEW FORM**

**Applicant:** WM Cycling Events, Inc., Bill Sykes

**Event:** Really RAD Festival of Cyclo Cross

**Location:** Cape Cod Fairgrounds, 1220 Nathan Ellis Hwy., E. Falmouth

**Date:** Saturday, 10/26 - Sunday, 10/27/24 **Time:** 8:00 a.m. - 5:00 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>No objection.</u> |
| <input checked="" type="checkbox"/> Fire   | <u>No objection.</u> |
| <input checked="" type="checkbox"/> Health | <u>No issues.</u>    |
| <input type="checkbox"/> Building          | <u>_____</u>         |
| <input type="checkbox"/> Communications    | <u>_____</u>         |
| <input type="checkbox"/> M.E.S.            | <u>_____</u>         |
| <input type="checkbox"/> DPW-Parks         | <u>_____</u>         |
| <input type="checkbox"/> Recreation        | <u>_____</u>         |
| <input type="checkbox"/> Beach             | <u>_____</u>         |
| <input type="checkbox"/> DPW-Highway       | <u>_____</u>         |

NOTES: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Diane Davidson**

---

**From:** Brian Reid <brian.reid@falmouthpolicema.gov>  
**Sent:** Thursday, August 15, 2024 8:54 AM  
**To:** Diane Davidson; Sean Doyle; Boyd Demello; Craig O'Malley; Scott McGann; Morgan Cardoso  
**Subject:** RE: Application for One-Day Wine & Malt License - WM C

No objection from Police.

Respectfully,

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



**From:** Diane Davidson <diane.davidson@falmouthma.gov>  
**Sent:** Tuesday, August 13, 2024 6:01 PM  
**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>; Scott McGann <scott.mcgann@falmouthma.gov>; Morgan Cardoso <morgan.cardoso@falmouthma.gov>  
**Subject:** Application for One-Day Wine & Malt License - WM C

To all,

Attached please find an application for a special one-day wine & malt liquor license from WM Cycling Events, Inc. for the Really RAD Festival of Cyclo Cross to be held on Saturday, October 26 and Sunday, October 27, 2024 at the Cape Cod Fairgrounds. The event hours are 8:00 a.m. to 5:00 p.m.

Please review and provide your recommendations by Wednesday, August 21. This is scheduled for the Monday, August 26 Select Board meeting.

Please let me know if you have any questions.

Thank you,

Diane

**Diane S. Davidson**  
Office Manager/Licensing  
Office of the Town Manager & Select Board  
59 Town Hall Square  
Falmouth, MA 02540  
(508) 495-7321

## Diane Davidson

---

**From:** Morgan Cardoso  
**Sent:** Thursday, August 15, 2024 8:57 AM  
**To:** Diane Davidson  
**Cc:** Scott McGann  
**Subject:** RE: Application for One-Day Wine & Malt License - WM C

No issues from Health.



**Morgan Cardoso**  
*Health Inspector*  
(508) 495-7486 | [morgan.cardoso@falmouthma.gov](mailto: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:** Diane Davidson <[diane.davidson@falmouthma.gov](mailto:diane.davidson@falmouthma.gov)>  
**Sent:** Tuesday, August 13, 2024 6:01 PM  
**To:** Brian Reid <[brian.reid@falmouthpolicema.gov](mailto:brian.reid@falmouthpolicema.gov)>; Sean Doyle <[sean.doyle@falmouthpolicema.gov](mailto:sean.doyle@falmouthpolicema.gov)>; Boyd Demello <[boyd.demello@falmouthfirema.gov](mailto:boyd.demello@falmouthfirema.gov)>; Craig O'Malley <[craig.omalley@falmouthfirema.gov](mailto:craig.omalley@falmouthfirema.gov)>; Scott McGann <[scott.mcgann@falmouthma.gov](mailto:scott.mcgann@falmouthma.gov)>; Morgan Cardoso <[morgan.cardoso@falmouthma.gov](mailto:morgan.cardoso@falmouthma.gov)>  
**Subject:** Application for One-Day Wine & Malt License - WM C

To all,

Attached please find an application for a special one-day wine & malt liquor license from WM Cycling Events, Inc. for the Really RAD Festival of Cyclo Cross to be held on Saturday, October 26 and Sunday, October 27, 2024 at the Cape Cod Fairgrounds. The event hours are 8:00 a.m. to 5:00 p.m.

Please review and provide your recommendations by Wednesday, August 21. This is scheduled for the Monday, August 26 Select Board meeting.

Please let me know if you have any questions.

Thank you,

Diane

**Diane S. Davidson**  
Office Manager/Licensing  
Office of the Town Manager & Select Board

## Diane Davidson

---

**From:** Boyd Demello <boyd.demello@falmouthfirema.gov>  
**Sent:** Wednesday, August 14, 2024 10:50 AM  
**To:** Diane Davidson; Brian Reid; Sean Doyle; Craig O'Malley; Scott McGann; Morgan Cardoso  
**Subject:** RE: Application for One-Day Wine & Malt License - WM C

Fire Rescue has no objections

Boyd W. DeMello  
Fire Prevention Inspector  
Falmouth Fire Rescue Department  
[boyd.demello@falmouthfirema.gov](mailto: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:** Diane Davidson <diane.davidson@falmouthma.gov>  
**Sent:** Tuesday, August 13, 2024 18:01  
**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>; Scott McGann <scott.mcgann@falmouthma.gov>; Morgan Cardoso <morgan.cardoso@falmouthma.gov>  
**Subject:** Application for One-Day Wine & Malt License - WM C

To all,

Attached please find an application for a special one-day wine & malt liquor license from WM Cycling Events, Inc. for the Really RAD Festival of Cyclo Cross to be held on Saturday, October 26 and Sunday, October 27, 2024 at the Cape Cod Fairgrounds. The event hours are 8:00 a.m. to 5:00 p.m.

Please review and provide your recommendations by Wednesday, August 21. This is scheduled for the Monday, August 26 Select Board meeting.

Please let me know if you have any questions.

Thank you,

Diane

**Diane S. Davidson**  
Office Manager/Licensing  
Office of the Town Manager & Select Board  
59 Town Hall Square  
Falmouth, MA 02540  
(508) 495-7321



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: William Sykes

ADDRESS OF APPLICANT: 13 River St

Plymouth MA 02360  
TOWN STATE ZIP CODE

NAME OF ORGANIZATION: WM Cycling Events, Inc

MAILING ADDRESS: 13 River St Plymouth, MA 02360

TELEPHONE #: [REDACTED] EMAIL: [REDACTED]

LOCATION TO BE LICENSED-ADDRESS: Cape Cod Fairgrounds

Falmouth MA 02540  
TOWN STATE ZIP CODE

EVENT TITLE: Really RAD Festival of Cyclo Cross APPROXIMATE # OF PEOPLE: 1000

DATE(S) OF EVENT: October 26 and 27, 2024 HOURS OF EVENT: 8AM - 5PM

AUTHORIZED MANAGER OF ESTABLISHMENT EVENT: William H Sykes

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)

5/22/2024  
DATE

*W. H. Sykes*  
APPLICANT SIGNATURE

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

**Really RAD Festival of Cyclocross**  
October 26 and 27, 2024

PLYMOUTH, MA – Join the team at International Cycling for a weekend of cyclocross and fun for the whole family on October 26 and 27, 2024. The Really RAD Festival of Cyclo Cross is a classic New England cycling event that continues a long tradition of cyclocross in New England dating back to 1978.

Cyclocross is a unique and exciting form of bicycle racing that typically occurs in the fall and winter. Racing takes place on a course consisting of a combination of pavement, forest trails, hills, grass fields, and features obstacles that require riders to dismount, carry their bike, and remount.

At the Really RAD, you'll experience two days of bike racing from beginners to elites on a classic style cyclocross course featuring mud, sand, run ups, stairs, and more. This year the event is listed on the International Cyclo Cross Calendar and is sanctioned by the UCI (Union Cycliste Internationale). It is also part on the USAC's PROCX Series.

Bring the kids for a special Super Squirts Race on Sunday; the little ones will get to race on a special course around the bounce house.

Stay for lunch and check out our food vendors and the Indie Ferm Beer Garden.

The 2024 Really RAD Festival of Cyclocross will be held on the grounds of the Cape Cod Fairgrounds, RTE 151, East Falmouth MA and is brought to you by WM Cycling Events, Inc, International Cycling, Plymouth, MA; Corner Cycle Cape Cod, Falmouth, MA; Wright Chiropractic Services, Harwich, MA and Independent Fermentations, Plymouth, MA.

A full schedule of events can be found at <http://www.reallyradcx.com/>

**About WM Cycling Events, Inc.**

WM Cycling Events, Inc. is a non-profit 501C 3 company dedicated to event production to enhance the cycling community in New England.

**About International Cycling**

Based in Plymouth, Massachusetts, International Cycling has been involved in the production of bicycle racing in New England since 1974.

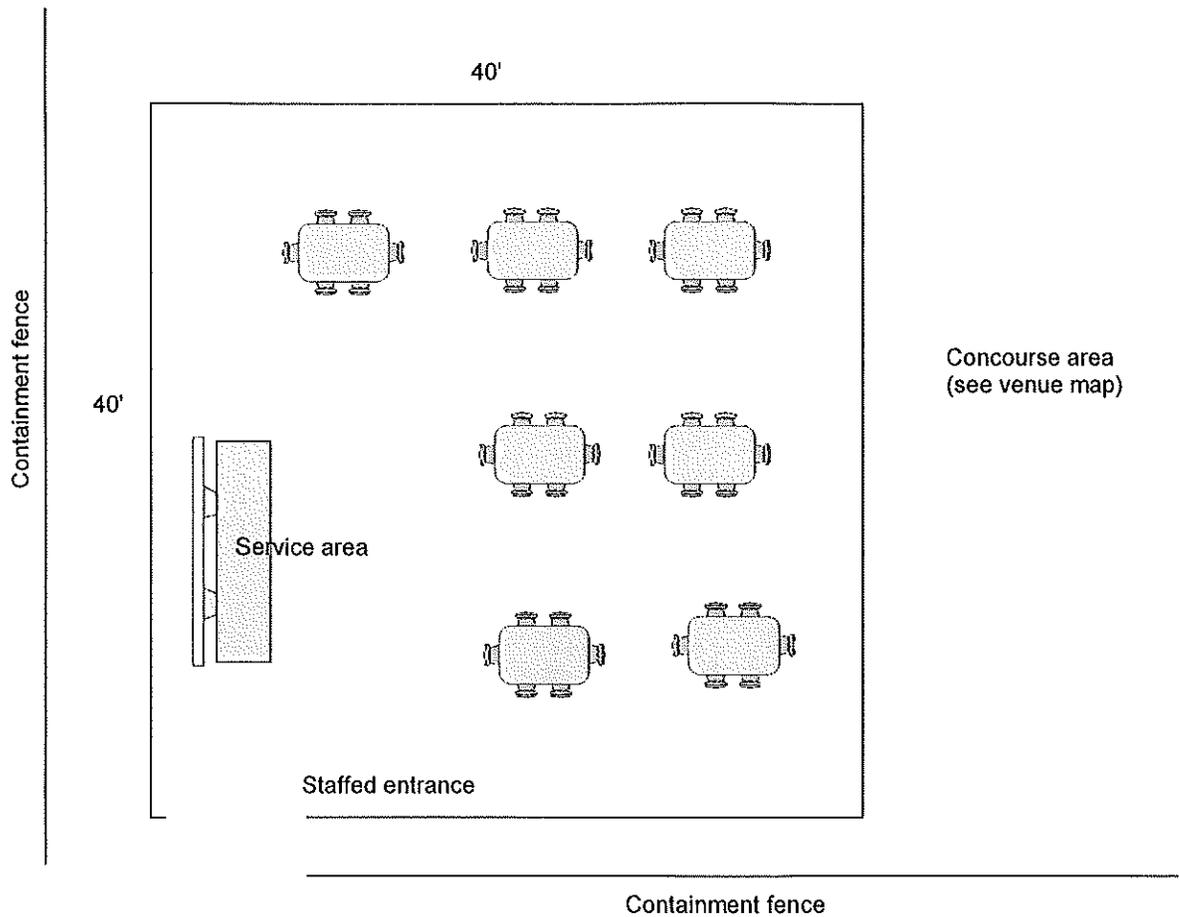
International Cycling supplies crowd control fence and finish line structures to some of the biggest events in New England including the Boston Marathon, the Falmouth Road Race and many more.

**Press Contact**

International Cycling

E-mail: [info@intlcycling.com](mailto:info@intlcycling.com)

Floor Plan for Beer Garden at Cape Cod Fairgrounds, October 26 and 27, 2024





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
06/05/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Hollis Insurance Agency Inc 1 Village Green North Plymouth MA 02360		<b>CONTACT NAME:</b> Jillian Hollis <b>PHONE (A/C, No, Ext):</b> (508) 209-0400 <b>E-MAIL ADDRESS:</b> jhollis@hollisagency.com <b>FAX (A/C, No):</b> (508) 209-0444	
<b>INSURED</b> Independent Fermentations Brewing, LLC 54 Pawtuxet Rd Plymouth MA 02360		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Ohio Security <b>INSURER B:</b> Hartford Fire Ins. Co. <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	
		<b>NAIC #</b> 24082 19682	

COVERAGES CERTIFICATE NUMBER: 2024 Master REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			BKS57256085	04/21/2024	04/21/2025	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:						
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY						BODILY INJURY (Per person) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE						PROPERTY DAMAGE (Per accident) \$
	DED RETENTION \$						\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			08WECCT8200	08/01/2023	08/01/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N	N/A				E.L. EACH ACCIDENT \$ 100,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 100,000
A	Liquor Liability			BKS57256085	04/21/2024	04/21/2025	Per occurrence \$1,000,000 Aggregate \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

When required in a written contract, Really Rad Festival of Cyclocross is included within the additional insured endorsement.

### CERTIFICATE HOLDER

### CANCELLATION

Really Rad Festival of Cyclocross	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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A 360TRAINING COMPANY

### CERTIFICATE OF COMPLETION

This certifies that

**Douglas Medeiros**

is awarded this certificate for

**TIPS On-Premise Alcohol Server Training**

Hours  
3.00

Completion Date  
07/05/2023

Expiration Date  
07/04/2026

Certificate #  
ON-000029192129

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)

(CUT HERE)

**TIPS** On-Premise **CERTIFIED**

Issued: 07/05/2023 Expires: 07/04/2026  
Certificate #: ON-000029192129

Douglas Medeiros  
131 Shaw Rd  
Fethaven MA 02719

**TIPS** | **360 TRAINING**  
A 360TRAINING COMPANY

Phone: 800-438-8477  
www.gettips.com

This card was issued for successful completion of the TIPS program.

Signature \_\_\_\_\_

# Certificate of Completion

This Certificate of Completion of  
**eTIPS On Premise 3.1**  
For coursework completed on November 11, 2020  
provided by Health Communications, Inc.  
is hereby granted to:

**Paul Nixon**

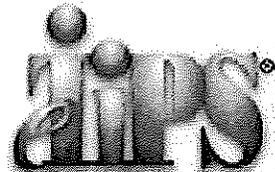
Certification to be sent to:

**Independent Fermentations Brewing  
127 Camelot Dr  
Plymouth MA, 02360-3039 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.



## **OPEN SESSION**

### **CONSENT AGENDA**

#### **2. Administrative Orders**

- a. Consider the approval of the petition of NSTAR Electric Company d/b/a Eversource Energy for permission to install approximately 60' (feet) of 1-3" PVC conduit and one (1) new Handhole southwesterly under town road Ravenswood Circle starting at new handhole at base of existing pole 908/1 to new customer installed handhole. This work is necessary to provide electric service to 9 Grasmere Drive.



## AGENDA ITEM SUMMARY SHEET

**ITEM NUMBER:** Consent Agenda – Administrative Orders 2.a.

**ITEM TITLE:** Consider the approval of the petition of NSTAR Electric Company d/b/a Eversource Energy for permission to install approximately 60 feet of 1-3 inch PVC conduit and one (1) new handhole southwesterly under Town road Ravenswood Circle starting at new handhole at base of existing pole 908/1 to new customer installed handhole. The work is necessary to provide service to 9 Grasmere Drive.

**MEETING DATE:** 8/26/2024

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

**SUBMITTED BY:** Mike Renshaw, Town Manager

**ATTACHMENTS:** Eversource petition documents dated July 1, 2024, Public Hearing Notice, August 2, 2024; Request of Certified Abutters List dated July 18, 2024; Falmouth Town Engineer's Recommendation Letter; Site plan

---

### PURPOSE:

The Select Board will consider the approval of a petition by Eversource to install approximately 60 feet of 1-3 inch PVC conduit and one (1) new handhole southwesterly under Town road Ravenswood Circle starting at new handhole at base of existing pole 908/1 to new customer installed handhole.

The work is necessary to provide service to 9 Grasmere Drive.

**BACKGROUND/SUMMARY:**

- Eversource Energy submitted the attached petition on July 1, 2024 to install approximately 60' of 1-3" PVC conduit under the Town road Ravenswood Circle.
- The work is required to provide service to 9 Grasmere Drive, and a notice to abutters was sent and a public hearing was held on August 21, 2024.

**DEPARTMENT RECOMMENDATION:**

The Town Engineer is recommending that the Select Board approve the petition by Eversource to install approximately 60 feet of 1-3 inch PVC conduit and one (1) new handhole southwesterly under Town road Ravenswood Circle starting at new handhole at base of existing pole 908/1 to new customer installed handhole.

The work is necessary to provide service to 9 Grasmere Drive.

**OPTIONS:**

- Motion to approve the petition by Eversource Energy to install approximately 60 feet of 1-3 inch PVC conduit and one (1) new handhole southwesterly under Town road Ravenswood Circle starting at new handhole at base of existing pole 908/1 to new customer installed handhole, as presented.
- Motion to deny approval of the petition by Eversource Energy to install approximately 60 feet of 1-3 inch PVC conduit and one (1) new handhole southwesterly under Town road Ravenswood Circle starting at new handhole at base of existing pole 908/1 to new customer installed handhole.
- 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 is recommending that the Select Board approve the petition by Eversource to install approximately 60 feet of 1-3 inch PVC conduit and one (1) new handhole southwesterly under Town road Ravenswood Circle starting at new handhole at base of existing pole 908/1 to new customer installed handhole.

The work is necessary to provide service to 9 Grasmere Drive.

*Michael Renshaw*

---

Town Manager

8/22/2024

Date



# *Town of Falmouth*

*Department of Public Works - Engineering Division*

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

Nicholas Croft, Engineering Technician

nicholas.croft@falmouthma.gov

Date: Aug. 22, 2024

To: Board of Selectmen

From: Nicholas Croft, Hearing Officer

**Subject: Eversource – Petition to install 60' of underground conduit and one hand hole on Ravenwood Circle**

A petition was submitted by Eversource to install 60' of 1-3" underground conduit and one hand hole on Ravenwood Circle to provide service to 9 Grasmere Drive.

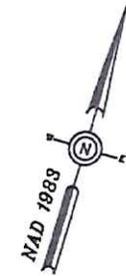
The Engineering recommendation is to approve the request as submitted on Plan No. 17752005, W/O #17752005, dated 7/1/2024.

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

Thank you,

Nicholas Croft  
Engineering Technician  
DPW Engineering Division

Plan to accompany petition of **EVERSOURCE ENERGY**  
to install **NEW HH** @ base of pole and **60'** of **1-3" PVC conduit** from **New HH** to Customer  
installed HH under town road.



39 23 001 070  
19 GRASMERE DR  
N/F  
MALKIN TRUSTEE LEON H  
APPROX. RIGHT OF WAY

APPROX. R  
← APPROX 134' TO  
GRASMERE DR.

39 23 001 071  
12 RAVENWOOD CIR  
N/F  
LOUCKS SUSAN

PROPOSED  
HH ● 908/1

GRASS

EDGE OF PAVEMNT

**RAVENWOOD CIR**

EDGE OF PAVEMNT

L = 60'  
1-3" PVC DUCT

GRASS

APPROX. RIGHT OF WAY

APPROX. R

CUSTOMER TO  
INSTALL HANDHOLE

APPROX. R

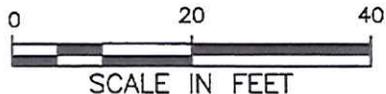
39 23 001 066  
15 RAVENWOOD  
CIR  
N/F  
SWANCHAK  
MICHELLE M

39 23 001 062  
9 GRASMERE DR  
N/F  
MARSHALL EDWARD C

39 23 001 064  
7 RAVENWOOD CIR  
N/F  
HINKLE RODNEY J

**LEGEND**

- Proposed Conduit
- - Existing Conduit
- Proposed Pole
- Existing Pole
- Proposed Pullbox
- ⊕ Proposed Handhole



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

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**MASS. LAW**

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

Plan #	<b>NSTAR ELECTRIC</b> d/b/a 1105 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125	
Ward #		
Work Order # 17752005	Plan of RAVENWOOD CIRCLE	
Surveyed by: N/A	FALMOUTH	
Research by: JC	Showing PROPOSED CONDUIT AND HH LOCATION	
Plotted by: JC		
Proposed Structures: JC		
Approved: K RICE	Scale 1"=20'	Date 7/1/24
P#	SHEET 1 of 1	

**PETITION FOR  
UNDERGROUND CABLE AND CONDUIT LOCATIONS  
WO# 17752005**

**July 1, 2024**

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

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

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

**Ravenwood Circle, Falmouth**

To install approximately 60' (feet) of 1-3" PVC conduit southwesterly under town road starting at new handhole at base of existing pole 908/1 to new customer installed handhole.

Wherefore it prays that after due notice and hearing as provided by law, it be granted a location for and permission to install and maintain underground cables, conduits, and manholes, together with such sustaining and protecting fixtures as it may find necessary, said underground cables, conduits, and manholes to be installed in accordance with the plan files herewith marked **Plan No. 17752005** Dated July 1, 2024.

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

By *Jessica Elder*

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

**FORM OF ORDER FOR  
UNDERGROUND CABLE AND CONDUIT LOCATIONS  
WO# 17752005**

**SELECT BOARD FOR THE TOWN OF FALMOUTH, MASSACHUSETTS.**

Notice having been given and a public hearing held, as provided by law,  
IT IS HEREBY ORDERED: that the **NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY**  
be and it is hereby granted a location for and permission to install and maintain underground cables,  
conduits and manholes, together with such sustaining and protecting fixtures as said Company may  
deem necessary, in, under, along and across the public way or ways hereinafter referred to, as  
requested in petition of said Company dated the 1st day of July 2024.

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

Cables, conduits, and manholes shall be installed substantially at the point indicated upon the  
plan marked **Plan No. 17752005** Dated July 1, 2024 filed with said petition. The following are the  
public ways or parts of ways under, along and across which the cables above referred to may be  
installed under this order.

**Ravenwood Circle, Falmouth**

To install approximately 60' (feet) of 1-3"  
PVC conduit southwesterly under town road  
starting at new handhole at base of existing  
pole 908/1 to new customer installed  
handhole.

**One (1) 1-3" PVC conduit  
One (1) Handhole**

This work is necessary to provide electric service to #9 Grasmere Drive.

I hereby certify that the foregoing order was adopted at a meeting of the Select Board of the  
Town of Falmouth, Massachusetts held on the 26th day of August 2024.

\_\_\_\_\_  
**Clerk of Select Board**

\_\_\_\_\_, Massachusetts \_\_\_\_\_ 2024.

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

Attest:

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

We hereby certify that on August 21, 2024, at 3:00 o'clock, P.M. at Town Hall in Falmouth, Massachusetts a public hearing was held on the petition of the

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

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

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**Select Board for the Town of  
Falmouth, Massachusetts**

**CERTIFICATE**

I hereby certify that the foregoing is a true copy of a location order and certificate of hearing with notice adopted by the Select Board of the Town of Falmouth, Massachusetts, on the \_\_\_\_\_ day of \_\_\_\_\_ 2024, and recorded with the records of location orders of said Town, Book \_\_\_\_\_, Page \_\_\_\_\_.

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

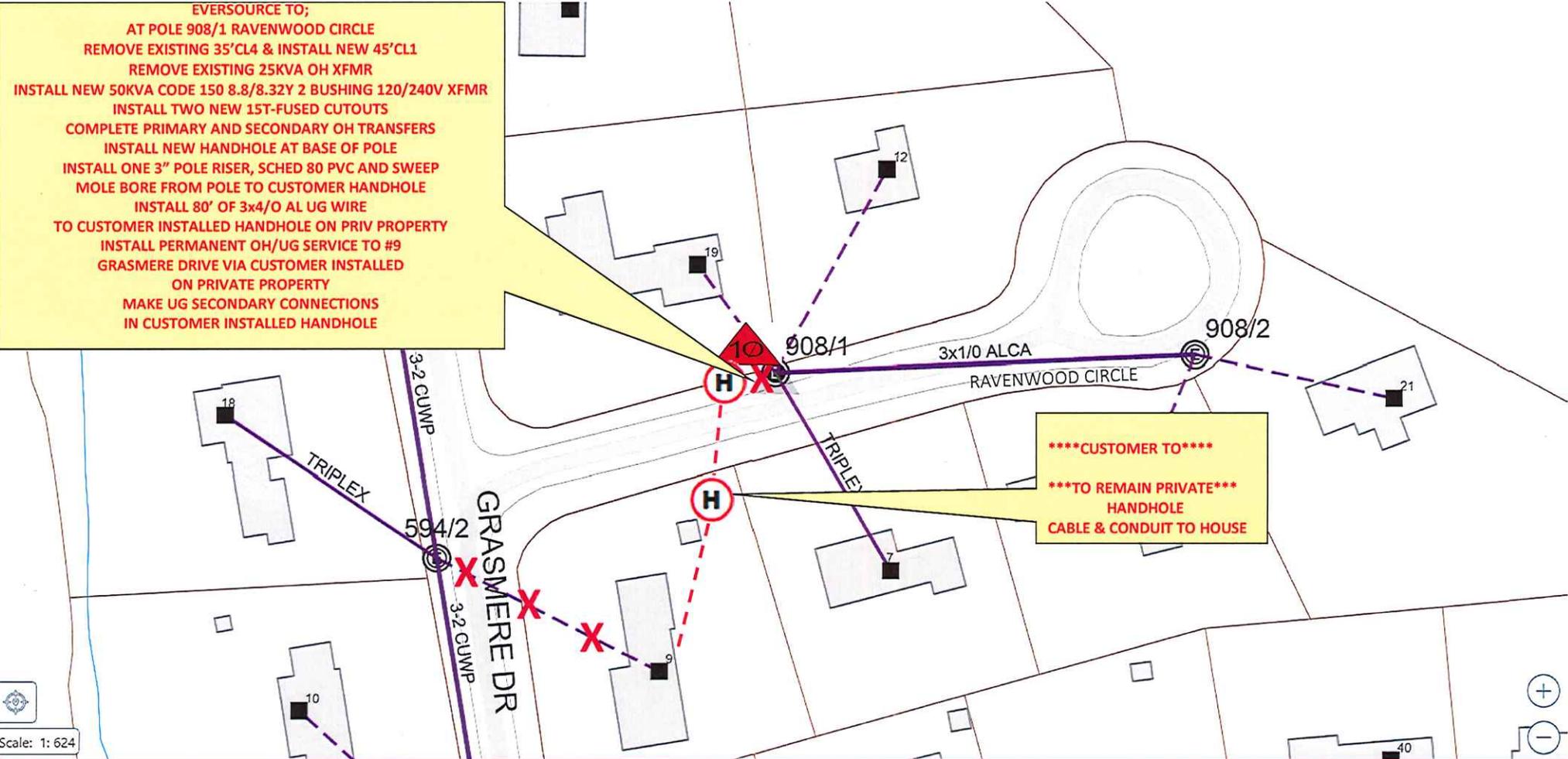
Attest:

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**Town Clerk.**

EVERSOURCE TO;  
 AT POLE 908/1 RAVENWOOD CIRCLE  
 REMOVE EXISTING 35'CL4 & INSTALL NEW 45'CL1  
 REMOVE EXISTING 25KVA OH XFMR  
 INSTALL NEW 50KVA CODE 150 8.8/8.32Y 2 BUSHING 120/240V XFMR  
 INSTALL TWO NEW 15T-FUSED CUTOUTS  
 COMPLETE PRIMARY AND SECONDARY OH TRANSFERS  
 INSTALL NEW HANDHOLE AT BASE OF POLE  
 INSTALL ONE 3" POLE RISER, SCHED 80 PVC AND SWEEP  
 MOLE BORE FROM POLE TO CUSTOMER HANDHOLE  
 INSTALL 80' OF 3x4/0 AL UG WIRE  
 TO CUSTOMER INSTALLED HANDHOLE ON PRIV PROPERTY  
 INSTALL PERMANENT OH/UG SERVICE TO #9  
 GRASMERE DRIVE VIA CUSTOMER INSTALLED  
 ON PRIVATE PROPERTY  
 MAKE UG SECONDARY CONNECTIONS  
 IN CUSTOMER INSTALLED HANDHOLE

\*\*\*\*CUSTOMER TO\*\*\*\*  
 \*\*\*\*TO REMAIN PRIVATE\*\*\*\*  
 HANDHOLE  
 CABLE & CONDUIT TO HOUSE



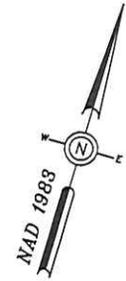
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4-76-76  
 SKETCH NOT TO SCALE  
 PAGE 1 OF 1  
 6/18/2024

WO 17752005  
 9 GRASMERE DR  
 FALMOUTH

EVERSOURCE  
 PAT RODDEN

Plan to accompany petition of **EVERSOURCE ENERGY**  
 to install **NEW HH** @ base of pole and **60'** of **1-3" PVC conduit** from **New HH** to Customer  
 installed HH under town road.



39 23 001 070  
 19 GRASMERE DR  
 N/F  
 MALKIN TRUSTEE LEON H  
 APPROX. RIGHT OF WAY

39 23 001 071  
 12 RAVENWOOD CIR  
 N/F  
 LOUCKS SUSAN

APPROX. R-  
 ← APPROX 134' TO  
 GRASMERE DR.

**PROPOSED HH** ● 908/1

GRASS

EDGE OF PAVEMNT

**RAVENWOOD CIR**

EDGE OF PAVEMNT

**L = 60'**  
**1-3" PVC DUCT**

GRASS

APPROX. RIGHT OF WAY

**LEGEND**

- Proposed Conduit
- - Existing Conduit
- Proposed Pole
- Existing Pole
- Proposed Pullbox
- ⊕ Proposed Handhole

**CUSTOMER TO  
 INSTALL HANDHOLE**

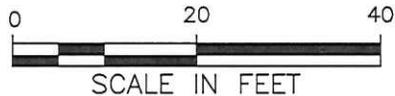
APPROX. R-

APPROX. R-

39 23 001 062  
 9 GRASMERE DR  
 N/F  
 MARSHALL EDWARD C

39 23 001 064  
 7 RAVENWOOD CIR  
 N/F  
 HINKLE RODNEY J

39 23 001 066  
 15 RAVENWOOD  
 CIR  
 N/F  
 SWANCHAK  
 MICHELLE M



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**MASS. LAW**

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

Plan #	
Ward #	
Work Order #	17752005
Surveyed by:	N/A
Research by:	JC
Plotted by:	JC
Proposed Structures:	JC
Approved:	K RICE
P#	

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

1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125

Plan of RAVENWOOD CIRCLE
FALMOUTH
Showing PROPOSED CONDUIT AND HH LOCATION
Scale 1"=20'
Date 7/1/24
SHEET 1 of 1



### **PUBLIC HEARING NOTICE**

You are hereby notified that a hearing will be held at Falmouth Town Hall in the Old Water Department Conference Room at 3:00 pm on Wednesday, August 21, 2024, upon the petition of NSTAR Electric Company d/b/a Eversource Energy for permission to install approximately 60' (feet) of 1-3" PVC conduit and one (1) new Handhole southwesterly under town road Ravenswood Circle starting at new handhole at base of existing pole 908/1 to new customer installed handhole.

This work is necessary to provide electric service to 9 Grasmere Drive.

Per Order of the Falmouth Select Board

*Publication Date: Friday, August 2, 2024, Falmouth Enterprise*



RECEIVED

JUL 18 2024

FALMOUTH BOARD OF ASSESSORS

Town of Falmouth Assessing Department

59 Town Hall Square, Falmouth MA 02540

Telephone: 508-495-7380

Fax: 508-495-7384

REQUEST OF CERTIFIED ABUTTERS LIST

Name of person requesting abutters list: Phyllis Downey

Address of person requesting abutters list: Town Manager's office

For Pole Hearing

Phone: 843-697-3192

Abutters to (subject property):  
Map 39 Section 23 Parcel 001 Lot 070 ✓  
Map 39 Section 23 Parcel 001 Lot 062 ✓  
Map 39 Section 23 Parcel 001 Lot 071 ✓

Lot size of subject property: \_\_\_\_\_

Location of subject property: 19 & 9 Grasmere Drive and 12 Ravenswood Circle ✓

Check one:

X Direct abutters (includes properties across street) ✓

\_\_\_\_\_ Direct abutters in local Historic District (includes properties across the street) within 100'

\_\_\_\_\_ Immediate abutters (includes only properties with a common property line)

\_\_\_\_\_ Immediate abutters plus churches and schools within 500'

\_\_\_\_\_ Properties within 300'

\_\_\_\_\_ Properties within 300' or abutters abutter to abutter whichever is closest

\_\_\_\_\_ Properties within 100'

\_\_\_\_\_ Other (specify) \_\_\_\_\_

Fee. \$25.00 Total n/a

**19 GRASMERE DR**

**&**

**9 GRASMERE DR**

**&**

**12 RAVENSWOOD CIR**

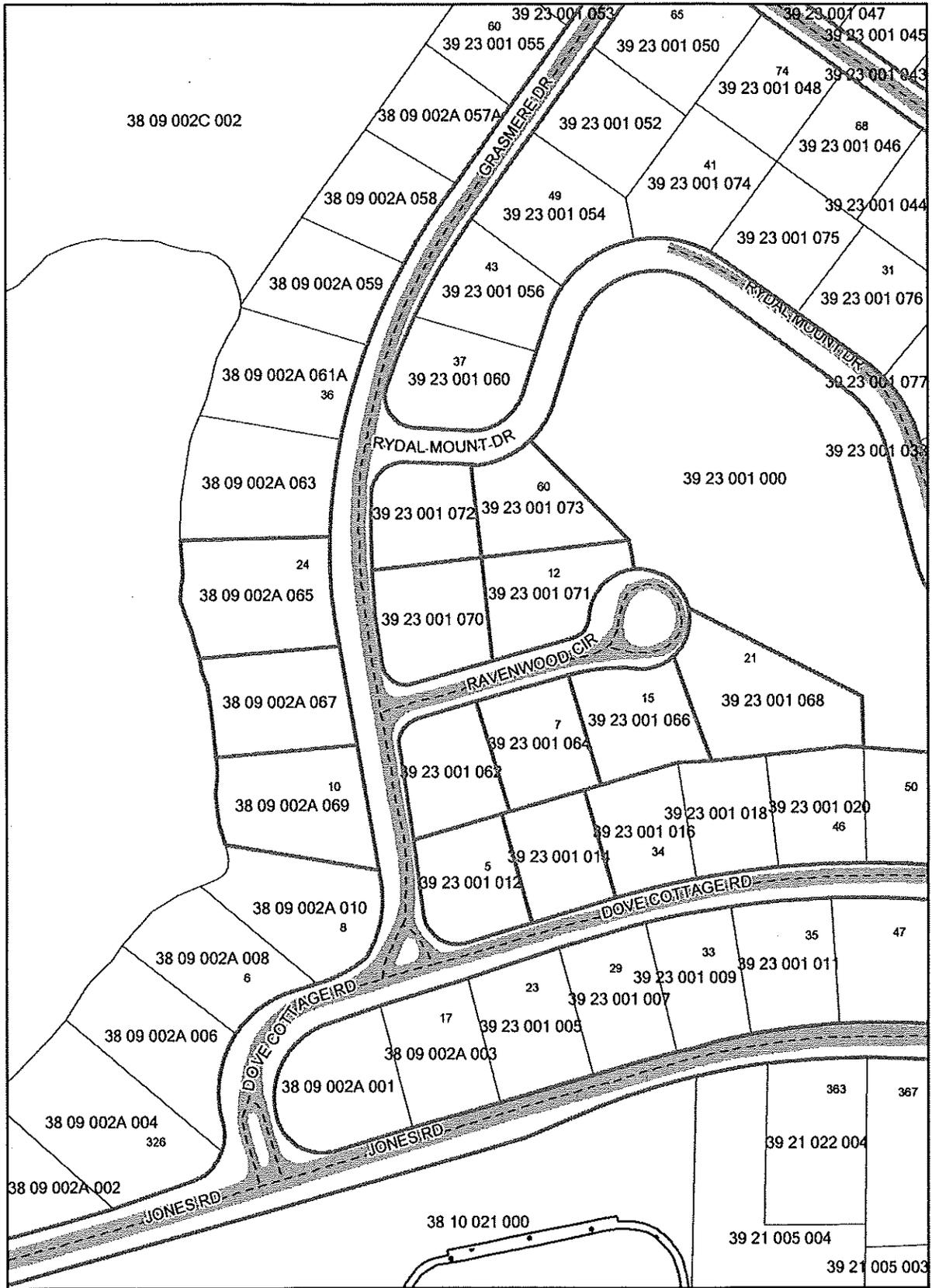
CERTIFIED



Bruce Cabral  
Assistant Assessor  
Town of Falmouth, MA  
July 19, 2024

60 RYDAL MOUNT DR COX JOHN L COX BETH A 60 RYDAL MOUNT DR FALMOUTH. MA 02540	39 23 001 073 LUC: 101	9 GRASMERE DR MARSHALL EDWARD C MARSHALL THERESE G 9 GRASMERE DR FALMOUTH. MA 02540-2934	39 23 001 062 LUC: 101
21 RAVENWOOD CIR FARRELL CHRISTOPHER J 21 RAVENWOOD CIR FALMOUTH. MA 02540-2940	39 23 001 068 LUC: 101	18 GRASMERE DR PATRIQUIN TRUSTEE KEVIN W 18 GRASMERE DRIVE REALTY TRUST 18 GRASMERE DR FALMOUTH. MA 02540	38 09 002A 067 LUC: 101
19 GRASMERE DR FINKEL ROBERT MICHLIN SHERENCE 6 STEARNS ST NEWTON. MA 02459	39 23 001 070 LUC: 101	24 GRASMERE DR PATTERSON JR SAMUEL H PATTERSON HAZEL R 24 GRASMERE DR FALMOUTH. MA 02540-2935	38 09 002A 065 LUC: 101
29 GRASMERE DR GEORGE TRUSTEE JOHN F JFG RLTY TRUST 29 GRASMERE DR FALMOUTH. MA 02540-2936	39 23 001 072 LUC: 101	0 RYDAL MOUNT DR THREE HUNDRED COMMITTEE INC 157 LOCUST ST FALMOUTH. MA 02540-2658	39 23 001 000 LUC: 950
7 RAVENWOOD CIR HINKLE RODNEY J 7 RAVENWOOD CIR FALMOUTH. MA 02540-2940	39 23 001 064 LUC: 101		
28 DOVE COTTAGE RD HOWE TRUSTEE SHEILA B SHEILA B HOWE LIVING TRUST PO BOX 191 FALMOUTH. MA 02541	39 23 001 014 LUC: 101		
5 GRASMERE DR HUNGER MAUREEN D 5 GRASMERE DR FALMOUTH. MA 02540	39 23 001 012 LUC: 101		
15 RAVENWOOD CIR IRVIN LAWRENCE M IRVIN STEPHANIE A 15 RAVENWOOD CIR FALMOUTH. MA 02550	39 23 001 066 LUC: 101		
10 GRASMERE DR JOYAL PETER G JOYAL NANCY M 10 GRASMERE DR FALMOUTH. MA 02540	38 09 002A 069 LUC: 101		
12 RAVENWOOD CIR LOUCKS SUSAN BANKS KYLE T 12 RAVENWOOD CIR FALMOUTH. MA 02540	39 23 001 071 LUC: 101		

# 9 GRASMERE DR & 19 GRASMERE DR & 12 RAVENSWOOD CIR



## **OPEN SESSION**

### **CONSENT AGENDA**

#### **2. Administrative Orders**

- b. Consider the approval of the petition of NSTAR Electric Company d/b/a Eversource Energy and Verizon New England, Inc. for permission to install 1 new JO pole to be labeled 69/67.5 approximately 50' (feet) west of existing pole 69/68 on Menauhant Road. This work is necessary for new Eversource equipment.



## AGENDA ITEM SUMMARY SHEET

**ITEM NUMBER:** Consent Agenda – Administrative Orders 2.b.

**ITEM TITLE:** Consider the approval of the petition of NSTAR Electric Company d/b/a Eversource Energy and Verizon New England for permission to install one new JO pole to be labeled 69/67.5 approximately 50 feet west of the existing pole 69/68. This work is necessary for new Eversource equipment.

**MEETING DATE:** 8/26/2024

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

**SUBMITTED BY:** Mike Renshaw, Town Manager

**ATTACHMENTS:** Eversource petition documents dated January 2, 2024, Public Hearing Notice, August 2, 2024; Request of Certified Abutters List dated July 18, 2024; Falmouth Town Engineer's Recommendation Letter; Site plan

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### PURPOSE:

The Select Board will consider the approval of a petition by NSTAR Electric Company d/b/a Eversource Energy and Verizon New England for permission to install one new JO pole to be labeled 69/67.5 approximately 50 feet west of the existing pole 69/68 on Menauhant Road.

This work is necessary for new Eversource equipment.

### BACKGROUND/SUMMARY:

- Eversource Energy submitted the attached petition on January 2, 2024 to install one new JO pole to be labeled 69/67.5 approximately 50 feet west of the existing pole 69/68 on Menauhant Road.

- The work is necessary for new Eversource equipment, and a notice to abutters was sent and a public hearing was held on August 21, 2024.

**DEPARTMENT RECOMMENDATION:**

The Town Engineer is recommending that the Select Board approve the petition by NSTAR Electric Company d/b/a Eversource Energy and Verizon New England for permission to install one new JO pole to be labeled 69/67.5 approximately 50 feet west of the existing pole 69/68.

This work is necessary for new Eversource equipment.

**OPTIONS:**

- Motion to approve the petition by NSTAR Electric Company d/b/a Eversource Energy and Verizon New England for permission to install one new JO pole to be labeled 69/67.5 approximately 50 feet west of the existing pole 69/68, as presented.
- Motion to deny approval of the petition by NSTAR Electric Company d/b/a Eversource Energy and Verizon New England for permission to install one new JO pole to be labeled 69/67.5 approximately 50 feet west of the existing pole 69/68.
- 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 is recommending that the Select Board approve the petition by NSTAR Electric Company d/b/a Eversource Energy and Verizon New England for permission to install one new JO pole to be labeled 69/67.5 approximately 50 feet west of the existing pole 69/68.

This work is necessary for new Eversource equipment.

*Michael Renshaw*

---

Town Manager

8/22/2024

Date



# *Town of Falmouth*

*Department of Public Works - Engineering Division*

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

Nicholas Croft, Engineering Technician

nicholas.croft@falmouthma.gov

Date: Aug. 22, 2024

To: Board of Selectmen

From: Nicholas Croft, Hearing Officer

**Subject: Eversource – Petition to install 1 new JO (Jointly Owned) pole to be labeled 69/67.5 in the Menauhant Road layout.**

A petition was submitted by Eversource to install 1 new JO pole to be labeled 69/67.5 approximately 50' (feet) west of existing pole 69/68. This pole location is necessary for new Eversource equipment.

The Engineering recommendation is to approve the request as submitted on Plan No. 15637376-1, W/O #15637376-1, dated 12/08/2023.

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

Thank you,

Nicholas Croft  
Engineering Technician  
DPW Engineering Division



PETITION FOR JOINT OR IDENTICAL POLE LOCATIONS  
WO#15637376

January 2, 2024

To the Select Board of Falmouth, Massachusetts.

NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY  
VERIZON NEW ENGLAND INC.

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

**Menauhant Road, Falmouth**

To install 1 new JO pole to be labeled 69/67.5 approximately 50' (feet) west of existing pole 69/68.

Wherefore they pray that after due notice and hearing as provided by law, they be granted joint or identical locations for permission to erect and maintain poles, wires, and cables, together with such sustaining and protecting fixtures as they may find necessary, said poles to be erected substantially in accordance with the plan filed herewith marked **Plan# 15637376** Dated December 22, 2023.

Also for permission to lay and maintain underground cables, conduits, wires, and necessary equipment in the above or intersecting public ways for the purpose of making connections with the poles and buildings as each may desire for distributing purposes.

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

NSTAR ELECTRIC COMPANY  
d/b/a EVERSOURCE ENERGY

By                     *Jessica Elder*                    

Right of Way Agent  
Jessica S. Elder

VERIZON NEW ENGLAND INC.

By                     *Daryl Crossman* - 06/28/2024                    

Manager-Right of Way  
Daryl Crossman

Eversource Energy  
50 Duchaine Blvd.  
New Bedford, MA 02745  
Attn: Jessica Elder

**FORM OF ORDER FOR JOINT OR IDENTICAL POLE LOCATIONS  
WO#15637376**

**SELECT BOARD FOR THE TOWN OF FALMOUTH, MASSACHUSETTS.**

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

**that NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY and  
VERIZON NEW ENGLAND INC.**

be and they are hereby granted joint or identical locations for permission to erect and maintain poles and their respective wires and cables to be placed thereon, together with such sustaining and protecting fixtures as said Companies may deem necessary, in the public way or ways hereinafter referred to, as requested in petition of said Companies dated the 2nd day of January 2024.

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

Poles shall be of sound timber and reasonably straight and shall be set substantially at the points indicated upon the plan marked **Plan No. 15637376** Dated December 22, 2023 filed with said petition. There may be attached to said poles by said **VERIZON NEW ENGLAND, INC.** not to exceed 40 wires and 4 cables and by said **NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY** necessary wires, cables and fixtures

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

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

**Menauhant Road, Falmouth**

To install 1 new JO pole to be labeled 69/67.5 approximately 50' (feet) west of existing pole 69/68.  
**One (1) JO Pole 69/67.5**

This pole location is necessary for new Eversource equipment.

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

I hereby certify that the foregoing order was adopted at a meeting of the Select Board for the Town of Falmouth, Massachusetts held on the 26th day of August 2024.

---

**Clerk of Select Board**

ROW Manager- Verizon  
44 Old Townhouse Rd  
S. Yarmouth, MA 02664  
Attn: Daryl Crossman

**FORM OF ORDER FOR JOINT OR IDENTICAL POLE LOCATIONS  
WO#15637376**

**SELECT BOARD FOR THE TOWN OF FALMOUTH, MASSACHUSETTS.**

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

**that NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY and  
VERIZON NEW ENGLAND INC.**

be and they are hereby granted joint or identical locations for permission to erect and maintain poles and their respective wires and cables to be placed thereon, together with such sustaining and protecting fixtures as said Companies may deem necessary, in the public way or ways hereinafter referred to, as requested in petition of said Companies dated the 2nd day of January 2024.

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

Poles shall be of sound timber and reasonably straight and shall be set substantially at the points indicated upon the plan marked **Plan No. 15637376** Dated December 22, 2023 filed with said petition. There may be attached to said poles by said **VERIZON NEW ENGLAND, INC.** not to exceed 40 wires and 4 cables and by said **NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY** necessary wires, cables and fixtures

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

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

**Menauhant Road, Falmouth**

To install 1 new JO pole to be labeled 69/67.5 approximately 50' (feet) west of existing pole 69/68.

**One (1) JO Pole 69/67.5**

This pole location is necessary for new Eversource equipment.

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

I hereby certify that the foregoing order was adopted at a meeting of the Select Board for the Town of Falmouth, Massachusetts held on the 26th day of August 2024.

---

**Clerk of Select Board**

We hereby certify that on August 21, 2024, at 3:00 'clock,PM. at Falmouth M Town Hall a public hearing was held on the petition of the

**NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY  
VERIZON NEW ENGLAND INC.**

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Select Board for the Town of  
Falmouth, Massachusetts**

**CERTIFICATE**

I hereby certify that the foregoing is a true copy of a location order and certificate of hearing with notice adopted by the Select Board of the Town of Falmouth, Massachusetts, on the \_\_\_\_\_ day of \_\_\_\_\_ 2024, and recorded with the records of location orders of said Town, Book \_\_\_\_\_, Page \_\_\_\_\_.

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

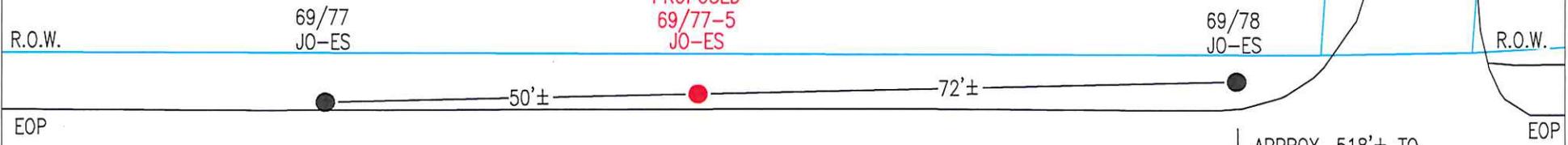
Attest:

\_\_\_\_\_  
**Town Clerk.**

Plan to accompany petition of EVERSOURCE ENERGY  
to install JO-ES Pole #69/77-5 in the Right of Way of Menauhant Rd.

45 16 000 002  
418 MENAUHANT ROAD  
N/F  
DELAPA TR JOANNE C  
DELCOR REALTY TRUST

45 16 001 001  
422 MENAUHANT ROAD  
N/F  
MCDONOUGH TRUSTEE ROBERT J  
MCDONOUGH TRUSTEE JUDITH M



MENAUHANT RD.

APPROX. 518'± TO  
HARBOR FARMS RD.

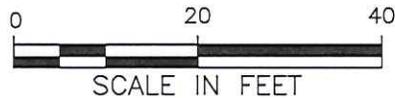


45 15 000 001  
0 MENAUHANT ROAD  
N/F  
FALMOUTH TOWN OF

45 15 001 002  
0 GREEN HARBOR RD  
N/F  
FALMOUTH TOWN OF

**LEGEND**

- Existing Pole
- Proposed Pole



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**MASS. LAW**

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

Plan #	15646707
Ward #	
Work Order #	15646707
Surveyed by:	N/A
Research by:	JC
Plotted by:	SJ
Proposed Structures:	SJ
Approved:	K. RICE
P#	

**NSTAR EVERSOURCE**  
ELECTRIC  
d/b/a  
1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125

Plan of	MENAUHANT ROAD
	FALMOUTH
Showing	PROPOSED POLE LOCATION
Scale	1"=20'
Date	DECEMBER 12, 2023
SHEET	1 of 1



## **PUBLIC HEARING NOTICE**

You are hereby notified that a hearing will be held at Falmouth Town Hall in the Old Water Department Conference Room at 3:00 pm on Wednesday, August 21, 2024, upon the petition of NSTAR Electric Company d/b/a Eversource Energy and Version New England, Inc. for permission to install 1 new JO pole to be labeled 69/67.5 approximately 50' (feet) west of existing pole 69/68 on Menauhant Road.

This work is necessary for new Eversource equipment.

Per Order of the Falmouth Select Board

*Publication Date: Friday, August 2, 2024, Falmouth Enterprise  
Acct. #2056*



# Memo

**To:** Phyllis Downey  
**From:** Bruce Cabral – Assistant Assessor BC  
**cc:**  
**Date:** 7/22/2024  
**Re:** 418, et al Menauhant Rd Abutters List

---

Hi Phyllis,

I made a correction on the Request related to the last subject property listed.

Please see ~~0 Green Harbor Rd~~ changed to 423 Menauhant Rd and the parcel id correction as well.

I used the map from Eversource-NStar as reference for my corrections.

If you have any questions, happy to answer. Please contact me if needed.

Thanks, Bruce

40 GREEN MEADOW LN CHASE TAMI A 40 GREEN MEADOW LN EAST FALMOUTH. MA 02536	40 11 028B 002 LUC: 101
426 MENAUAHANT RD CHEVALIER CHARLES G 21 PACKARD DR BRAINTREE. MA 02184	45 16 001 003 LUC: 101
418 MENAUAHANT RD DELAPA TR JOANNE C DELCOR REALTY TRUST 511 WASHINGTON ST NORWOOD. MA 02062-2237	45 16 001 002 LUC: 101
77 GREEN HARBOR RD DUMAIS JR TRUSTEE ROBERT P TAYLOR TRUSTEE DAWN M 77 GREEN HARBOR RD EAST FALMOUTH. MA 02536	45 15A 000 029 LUC: 101
0 MENAUAHANT RD FALMOUTH TOWN OF 59 TOWN HALL SQ FALMOUTH. MA 02540-2761	45 15 000 001 LUC: 980
423 MENAUAHANT RD FALMOUTH TOWN OF 59 TOWN HALL SQ FALMOUTH. MA 02540-2761	45 15 001 002 LUC: 980
51 HARBOR FARMS RD GARDNER JOSEPH P DILILLO DONNA 51 HARBOR FARMS RD EAST FALMOUTH. MA 02536	45 16 001 018 LUC: 101
74 GREEN HARBOR RD GREEN POND MARINA ASSOCS INC PO BOX 343 C/O FRED LEACH EAST FALMOUTH. MA 02536-0343	45 15 000 003 LUC: 384
422 MENAUAHANT RD MCDONOUGH TRUSTEE ROBERT J MCDONOUGH TRUSTEE JUDITH M 23 HATHAWAY RD LEXINGTON. MA 02420-1853	45 16 001 001 LUC: 101



RECEIVED

JUL 18 2024

FALMOUTH BOARD OF ASSESSORS

Town of Falmouth Assessing Department

59 Town Hall Square, Falmouth MA 02540

Telephone: 508-495-7380

Fax: 508-495-7384

REQUEST OF CERTIFIED ABUTTERS LIST

Name of person requesting abutters list: Phyllis Downey

Address of person requesting abutters list: Town Manager's office

For Pole Hearing

Phone: 843-697-3192

Abutters to (subject property):  
Map 45 Section 16 Parcel 000 Lot 002 ✓  
Map 45 Section 16 Parcel 001 Lot 001 ✓  
Map 45 Section 15 Parcel 000 Lot 001 ✓

Lot size of subject property: ✓

Location of subject property: 418, 422, and 00 Menauhant Road, also ~~Green Harbor Road~~

45 15 000 002 423 Menauhant Rd

001

Check one:

Direct abutters (includes properties across street) ✓

Direct abutters in local Historic District (includes properties across the street) within 100'

Immediate abutters (includes only properties with a common property line)

Immediate abutters plus churches and schools within 500'

Properties within 300'

Properties within 300' or abutters abutter to abutter whichever is closest

Properties within 100'

Other (specify) \_\_\_\_\_

Fee. \$25.00 Total n/a

**418 MENAUHANT RD  
(ASSESSOR ID 45 16 000 002)**

**&**

**422 MENAUHANT RD  
(ASSESSOR ID 45 16 001 001)**

**&**

**0 MENAUHANT RD  
(ASSESSOR ID 45 15 000 001)**

**&**

**423 MENAUHANT RD  
(ASSESSOR ID 45 15 001 002)**

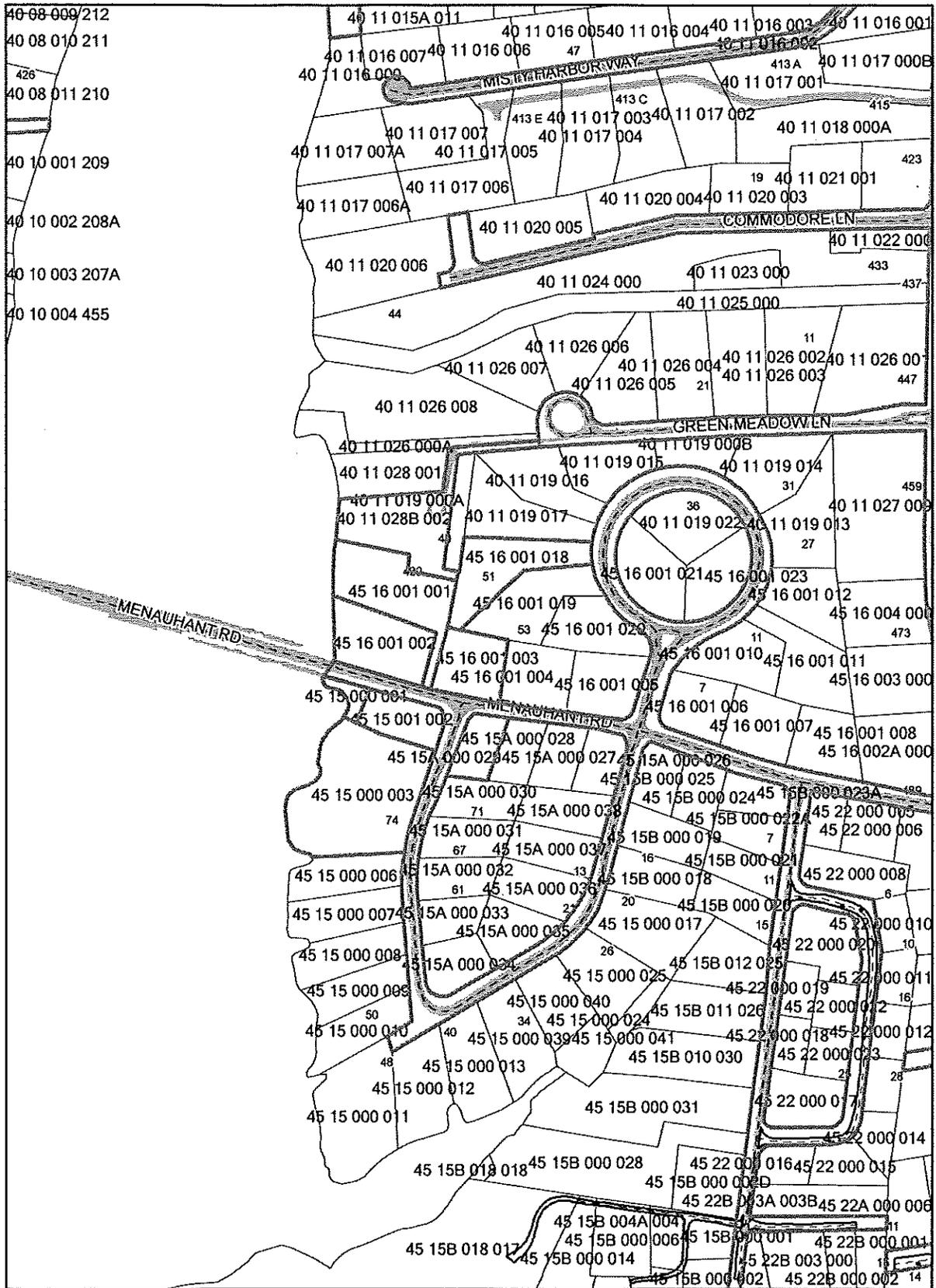
CERTIFIED



Bruce Cabral  
Assistant Assessor  
Town of Falmouth, MA  
July 22, 2024

# 418 & 422 MENAUGHANT RD &

## 45 15 000 001 & 45 15 001 002



## **OPEN SESSION**

## **CONSENT AGENDA**

### **2. Administrative Orders**

- c. Consider the approval of the petition of NSTAR Electric Company d/b/a Eversource Energy for permission to install one (1) new handhole and approximately 40' (feet) of 1-3" PVC conduit southeasterly under town road – Gosnold Road starting at new handhole at base of existing pole 128/2 to new customer installed handhole. This work is necessary to provide underground electric service to 17 Gosnold Road.



## AGENDA ITEM SUMMARY SHEET

**ITEM NUMBER:** Consent Agenda – Administrative Orders 2.c.

**ITEM TITLE:** Consider the approval of the petition of NSTAR Electric Company d/b/a Eversource Energy for permission to install one (1) new handhole and approximately 40' of 1-3" PVC conduit southeasterly under Town road- Gosnold Road starting at new handhole at base of existing pole 128/2 to new customer installed handhole. This work is necessary to provide underground electric service to 17 Gosnold Road.

**MEETING DATE:** 8/26/2024

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

**SUBMITTED BY:** Mike Renshaw, Town Manager

**ATTACHMENTS:** Eversource petition documents dated July 8, 2024, Public Hearing Notice, August 2, 2024; Request of Certified Abutters List dated July 18, 2024; Site plan

---

**PURPOSE:**

The Select Board will consider the approval of a petition by Eversource to install one (1) new handhole and approximately 40' of 1-3" PVC conduit southeasterly under Town road- Gosnold Road starting at new handhole at base of existing pole 128/2 to new customer installed handhole.

This work is necessary to provide underground electric service to 17 Gosnold Road.

**BACKGROUND/SUMMARY:**

- Eversource Energy submitted the attached petition on July 8, 2024 to install a new handhole and approximately 40' of 1-3" PVC conduit under Gosnold Road.
- The work is required to provide service to 17 Gosnold Road, and a notice to abutters was sent and a public hearing was held on August 21, 2024.

**DEPARTMENT RECOMMENDATION:**

The Town Engineer is recommending that the Select Board approve the petition by Eversource to install one (1) new handhole and approximately 40' of 1-3" PVC conduit southeasterly under Town road- Gosnold Road starting at new handhole at base of existing pole 128/2 to new customer installed handhole.

This work is necessary to provide underground electric service to 17 Gosnold Road.

**OPTIONS:**

- Motion to approve the petition by Eversource Energy to install to install one (1) new handhole and approximately 40' of 1-3" PVC conduit southeasterly under Town road- Gosnold Road starting at new handhole at base of existing pole 128/2 to new customer installed handhole, as presented.
- Motion to deny approval of the petition by Eversource Energy to install to install one (1) new handhole and approximately 40' of 1-3" PVC conduit southeasterly under Town road- Gosnold Road starting at new handhole at base of existing pole 128/2 to new customer installed handhole.
- 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 is recommending that the Select Board approve the petition by Eversource to install one (1) new handhole and approximately 40' of 1-3" PVC conduit southeasterly under Town road- Gosnold Road starting at new handhole at base of existing pole 128/2 to new customer installed handhole.

This work is necessary to provide underground electric service to 17 Gosnold Road.

*Michael Renshaw*

8/22/2024

---

Town Manager

Date



# Town of Falmouth

Department of Public Works - Engineering Division

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

Nicholas Croft, Engineering Technician

nicholas.croft@falmouthma.gov

Date: Aug. 22, 2024

To: Board of Selectmen

From: Nicholas Croft, Hearing Officer

**Subject: Eversource – Petition to install 40' of underground conduit and one hand hole on Gosnold Road**

A petition was submitted by Eversource to install 40' of 1-3" underground conduit and one hand hole on Gosnold Road to provide service to 17 Gosnold Road.

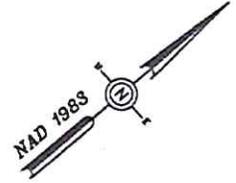
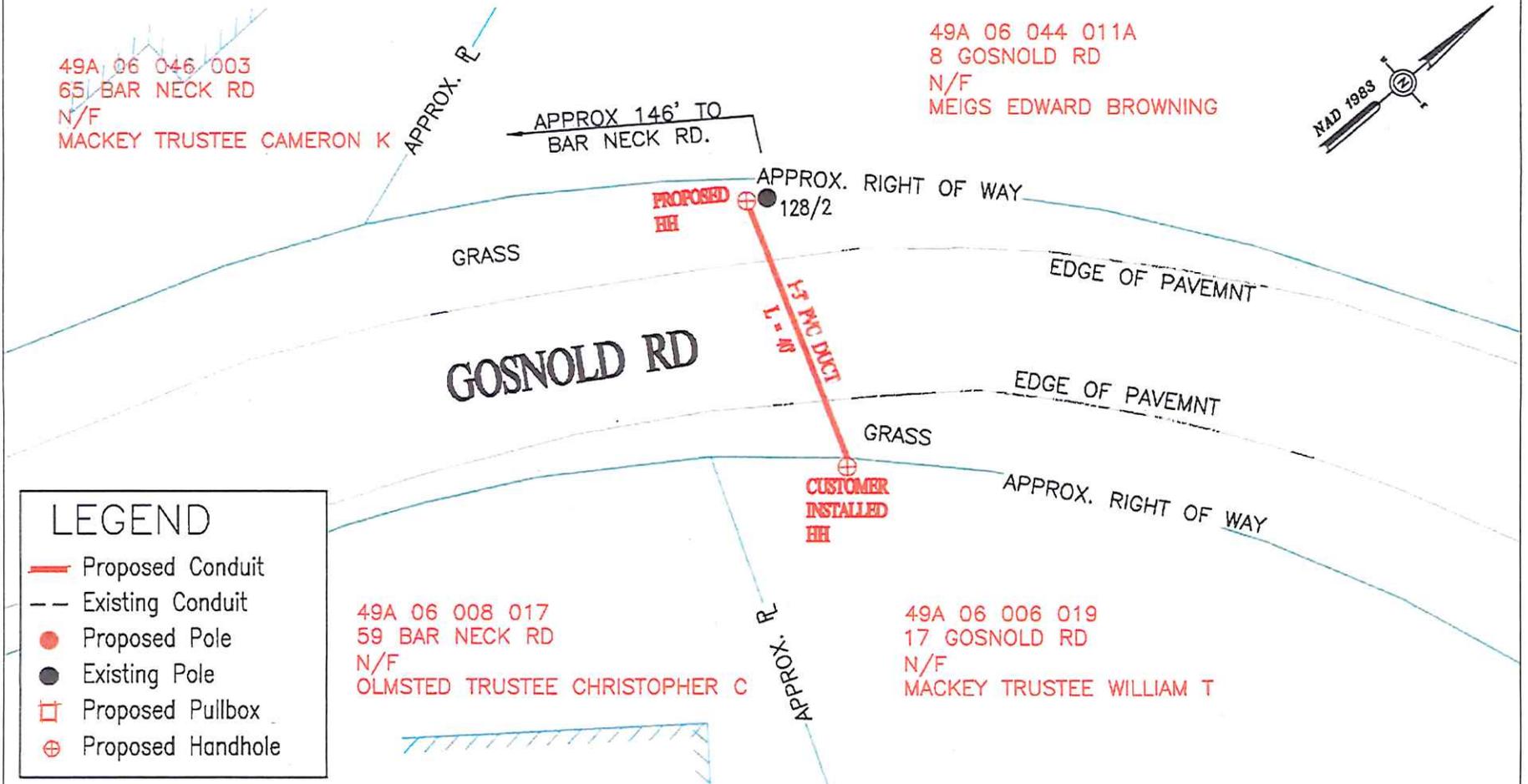
The Engineering recommendation is to approve the request as submitted on Plan No. 17667230, W/O #17667230, dated 7/3/2024.

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

Thank you,

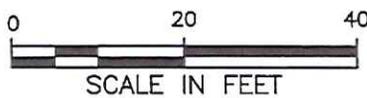
Nicholas Croft  
Engineering Technician  
DPW Engineering Division

Plan to accompany petition of **EVERSOURCE ENERGY**  
 to install **NEW HH @ base of pole and 40' of 1-3" PVC conduit from New HH to Customer**  
 installed HH under town road.



**LEGEND**

- Proposed Conduit
- - Existing Conduit
- Proposed Pole
- Existing Pole
- Proposed Pullbox
- ⊕ Proposed Handhole



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**MASS. LAW**

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

Plan #	17667230	<b>NSTAR EVERSOURCE</b> d/b/a 1185 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125
Ward #	-	
Work Order #	17667230	Plan of GOSNOLD RD
Surveyed by:	N/A	FALMOUTH
Research by:	JC	Showing PROPOSED CONDUIT AND HH LOCATION
Plotted by:	JC	
Proposed Structures:	JC	
Approved:	K RICE	Scale 1"=20'      Date 7/3/24
P#		SHEET 1 of 1

**PETITION FOR  
UNDERGROUND CABLE AND CONDUIT LOCATIONS  
WO# 17667230**

July 8, 2024

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

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

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

**Gosnold Road, Falmouth**

To install approximately 40' (feet) of 1-3" PVC conduit southeasterly under town road starting at new handhole at base of existing pole 128/2 to new customer installed handhole.

Wherefore it prays that after due notice and hearing as provided by law, it be granted a location for and permission to install and maintain underground cables, conduits, and manholes, together with such sustaining and protecting fixtures as it may find necessary, said underground cables, conduits, and manholes to be installed in accordance with the plan files herewith marked **Plan No. 17667230 Dated July 3, 2024.**

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

By *Jessica Elder*

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

**FORM OF ORDER FOR  
UNDERGROUND CABLE AND CONDUIT LOCATIONS  
WO# 17667230**

**SELECT BOARD FOR THE TOWN OF FALMOUTH, MASSACHUSETTS.**

Notice having been given and a public hearing held, as provided by law,  
IT IS HEREBY ORDERED: that the **NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY**  
be and it is hereby granted a location for and permission to install and maintain underground cables,  
conduits and manholes, together with such sustaining and protecting fixtures as said Company may  
deem necessary, in, under, along and across the public way or ways hereinafter referred to, as  
requested in petition of said Company dated the 8th day of July 2024.

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

Cables, conduits, and manholes shall be installed substantially at the point indicated upon the  
plan marked **Plan No. 17667230** Dated July 3, 2024 filed with said petition. The following are the  
public ways or parts of ways under, along and across which the cables above referred to may be  
installed under this order.

**Gosnold Road, Falmouth**

To install approximately 40' (feet) of 1-3"  
PVC conduit southeasterly under town road  
starting at new handhole at base of existing  
pole 128/2 to new customer installed  
handhole.

**One (1) 1-3" PVC conduit  
One (1) Handhole**

This work is necessary to provide electric service to #17 Gosnold Road.

I hereby certify that the foregoing order was adopted at a meeting of the Select Board of the  
Town of Falmouth, Massachusetts held on the 26th day of August 2024.

\_\_\_\_\_  
**Clerk of Select Board**

\_\_\_\_\_, Massachusetts \_\_\_\_\_ 2024.

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

Attest:

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

We hereby certify that on August 21, 2024, at 3 o'clock, P.M. at Town Hall, Town of Falmouth, Massachusetts a public hearing was held on the petition of the

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

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Select Board for the Town of  
Falmouth, Massachusetts**

**CERTIFICATE**

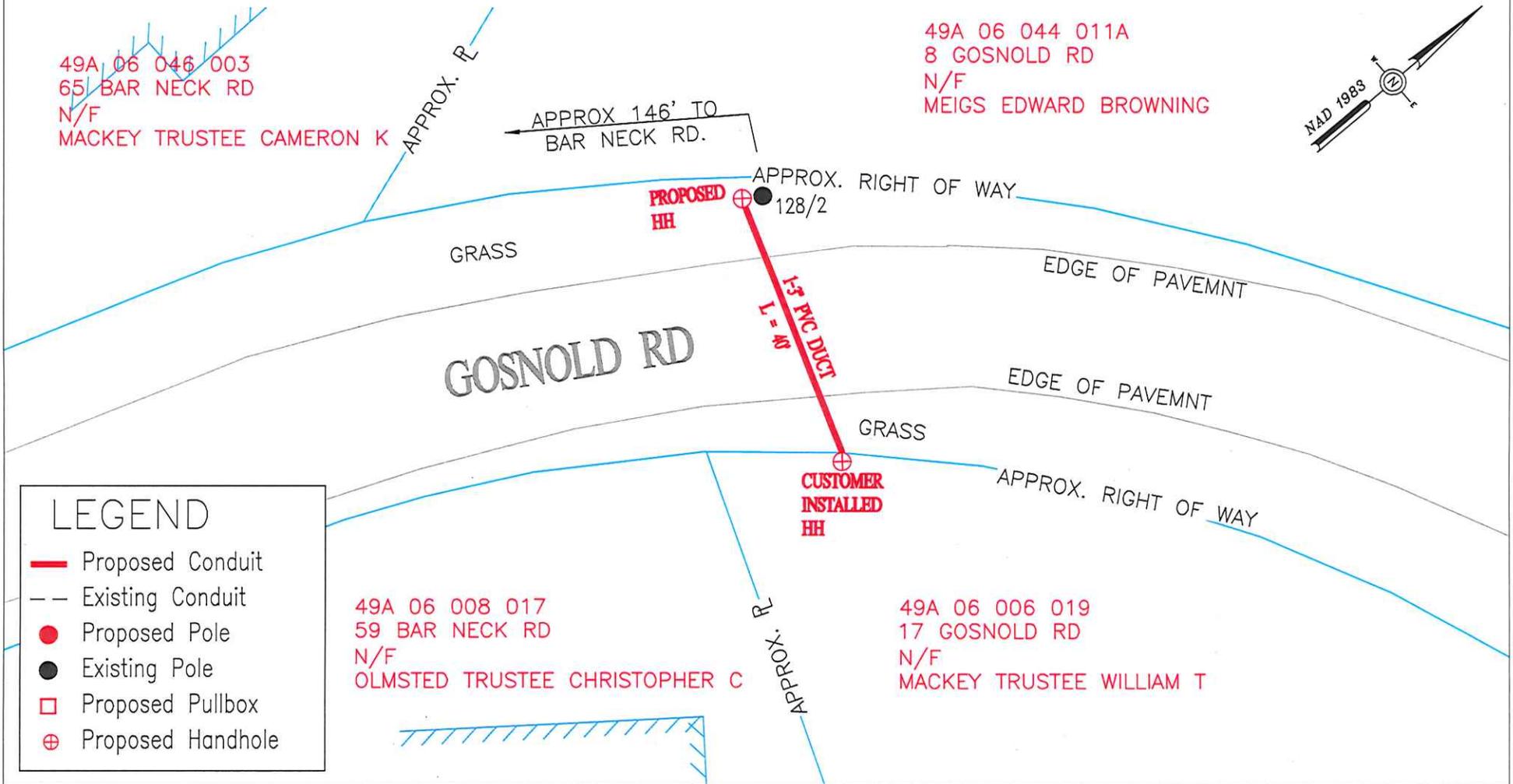
I hereby certify that the foregoing is a true copy of a location order and certificate of hearing with notice adopted by the Select Board of the Town of Falmouth, Massachusetts, on the \_\_\_\_\_ day of \_\_\_\_\_ 2024, and recorded with the records of location orders of said Town, Book \_\_\_\_\_, Page \_\_\_\_\_.

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

Attest:

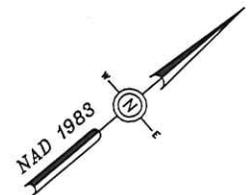
\_\_\_\_\_  
**Town Clerk.**

Plan to accompany petition of **EVERSOURCE ENERGY**  
 to install **NEW HH** @ base of pole and **40' of 1-3" PVC conduit** from **New HH** to Customer  
 installed HH under town road.



49A 06 046 003  
 65 BAR NECK RD  
 N/F  
 MACKAY TRUSTEE CAMERON K

49A 06 044 011A  
 8 GOSNOLD RD  
 N/F  
 MEIGS EDWARD BROWNING

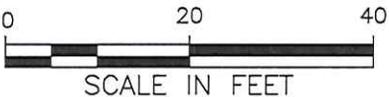


**LEGEND**

- Proposed Conduit
- - Existing Conduit
- Proposed Pole
- Existing Pole
- Proposed Pullbox
- ⊕ Proposed Handhole

49A 06 008 017  
 59 BAR NECK RD  
 N/F  
 OLMSTED TRUSTEE CHRISTOPHER C

49A 06 006 019  
 17 GOSNOLD RD  
 N/F  
 MACKAY TRUSTEE WILLIAM T



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**MASS. LAW**

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 BEFORE DIGGING BY ANYONE. CALL DIG-SAFE 1-888-344-7233

Plan #	17667230	<b>NSTAR EVERSOURCE</b> <small>ELECTRIC d/b/a</small>
Ward #	-	
Work Order #	17667230	1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125
Surveyed by:	N/A	Plan of GOSNOLD RD
Research by:	JC	FALMOUTH
Plotted by:	JC	Showing PROPOSED CONDUIT AND HH LOCATION
Proposed Structures:	JC	
Approved:	K RICE	Scale 1"=20'      Date 7/3/24
P#		SHEET 1 of 1



### PUBLIC HEARING NOTICE

You are hereby notified that a hearing will be held at Falmouth Town Hall in the Old Water Department Conference Room at 3:00 pm on Wednesday, August 21, 2024, upon the petition of NSTAR Electric Company d/b/a Eversource Energy for permission to install one (1) new handhole and approximately 40' (feet) of 1-3" PVC conduit southeasterly under town road – Gosnold Road starting at new handhole at base of existing pole 128/2 to new customer installed handhole.

This work is necessary to provide underground electric service to 17 Gosnold Road.

Per Order of the Falmouth Select Board

*Publication Date: Friday, August 2, 2024 Falmouth Enterprise  
Acct. #2056*



# RECEIVED

JUL 30 2024

FALMOUTH BOARD OF ASSESSORS

## Town of Falmouth Assessing Department

59 Town Hall Square, Falmouth MA 02540

Telephone: 508-495-7380

Fax: 508-495-7384

### REQUEST OF CERTIFIED ABUTTERS LIST

Name of person requesting abutters list: Phyllis Downey

Address of person requesting abutters list: Town Manager's Office

Phone: Working remotely 843-697-3192

Abutters to (subject property):

Map	49A	Section	06	Parcel	006	Lot	019
Map	49A	Section	08	Parcel	044	Lot	011A
Map		Section		Parcel		Lot	

Lot size of subject property: \_\_\_\_\_

Location of subject property: 17 Gosnold Road; 8 Gosnold Road

Check one:

Direct abutters (includes properties across street)

Direct abutters in local Historic District (includes properties across the street) within 100'

Immediate abutters (includes only properties with a common property line)

Immediate abutters plus churches and schools within 500'

Properties within 300'

Properties within 300' or abutters abutter to abutter whichever is closest

Properties within 100'

Other (specify) \_\_\_\_\_

Fee. \$25.00 Total n/a

**17 GOSNOLD RD**

**&**

**8 GOSNOLD RD**

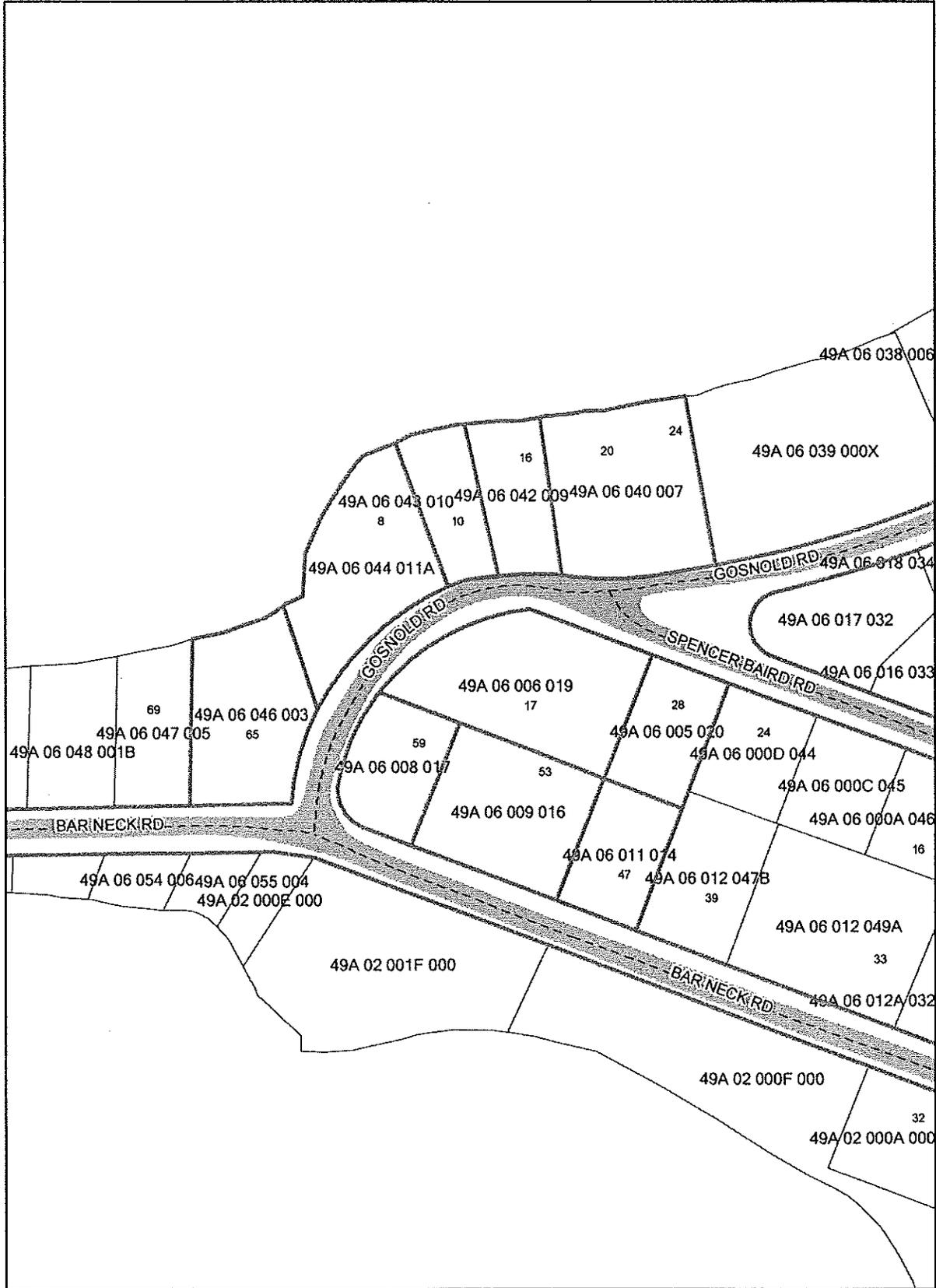
CERTIFIED



Bruce Cabral  
Assistant Assessor  
Town of Falmouth, MA  
August 6, 2024

17 GOSNOLD RD 1517 LLC 59 LARCHWOOD DR CAMBRIDGE, MA 02138-4638	49A 06 006 019 LUC: 101	53 BAR NECK RD WILSON TRUSTEE DARCY B 53 BAR NECK RD REALTY TRUST 8689 LA JOLLA SCENIC DR N LA JOLLA, CA 92037-2143	49A 06 009 016 LUC: 101
24 GOSNOLD RD BROWN TRUSTEE CORNELIA W BROWN TRUSTEE EDWARD 5032 ANZA ST C/O LILY BROWN SAN FRANCISCO, CA 94121	49A 06 040 007 LUC: 101		
10 GOSNOLD RD CLAMAN PRISCILLA H CLAMAN VICTOR N 32 OCTOBER LN WESTON, MA 02493	49A 06 043 010 LUC: 101		
23 SPENCER BAIRD RD COBALT PARTNERS LLC 39 TOWN HALL SQ FALMOUTH, MA 02540	49A 06 017 032 LUC: 101		
28 SPENCER BAIRD RD CROCKER TRUSTEE BETH G 28 SPENCER BAIRD RD NOMINEE TR 5110 EDGEMOOR LN BETHESDA, MD 20814	49A 06 005 020 LUC: 101		
47 BAR NECK RD FAITHORN TRUSTEE ELIZABETH DIXON LORD HOFFMAN TRUSTEE NATHANIEL PO BOX 85 MEDANALES, NM 87548	49A 06 011 014 LUC: 101		
16 GOSNOLD RD LOGAN TRUSTEE GEORGE WILLIS 16 GOSNOLD RD NOMINEE TR 2929 CRYSTAL SPRING AVE SW ROANOKE, VA 24014	49A 06 042 009 LUC: 101		
65 BAR NECK RD MACKEY TRUSTEE CAMERON K MACKEY TRUSTEE SUSANA C 81 CANOE HILL RD NEW CANAAN, CT 06840	49A 06 046 003 LUC: 101		
8 GOSNOLD RD MEIGS EDWARD BROWNING THORNE MARY BLACKWELL 208 STRATFORD RD BALTIMORE, MD 21218	49A 06 044 011A LUC: 101		
59 BAR NECK RD OLMSTED TRUSTEE CHRISTOPHER C 59 BAR NECK ROAD TRUST 59 BAR NECK RD WOODS HOLE, MA 02543	49A 06 008 017 LUC: 101		

# 17 GOSNOLD RD & 8 GOSNOLD RD



## **OPEN SESSION**

### **CONSENT AGENDA**

#### **2. Administrative Orders**

- d. Consider request from the Falmouth Fire Rescue Department to accept a grant award in the amount of \$10,000 from the Falmouth Road Race Philanthropy Program for the purchase of 35 Knox boxes



## AGENDA ITEM SUMMARY SHEET

**ITEM NUMBER:** Consent Agenda – Administrative Orders 2.d.

**ITEM TITLE:** Consider a request from the Falmouth Fire Rescue Department to accept a grant award in the amount of \$10,000 from the Falmouth Road Race Philanthropy Program for the purchase of 35 Knox Boxes

**MEETING DATE:** 8/26/2024

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

**SUBMITTED BY:** CHIEF TIMOTHY R. SMITH

**ATTACHMENTS:** GRANT NARRATIVE, GRANT AWARD NOTIFICATION

---

### PURPOSE:

Seeking the Select Board's approval to accept a \$10,000 grant awarded by the Falmouth Road Race Philanthropy Program for the purchase of 35 Knox boxes.

### BACKGROUND/SUMMARY:

- In collaboration with the Falmouth Senior Center, the Falmouth Fire Rescue Department provides a Knox Box residential loan program to assist our elderly population who are in need within our community.
- This loan program provides a Knox Box to those residents who qualify based on financial criteria.
- When no longer in use at property, the device is returned to us and utilized by the next person in need. Due to a shortage of Knox Boxes, the residents in need are placed on a

waitlist. Our elderly residents who reside alone and are in need of medical assistance benefit greatly from having this device.

- The Fire Rescue Department's annual operating budget cannot sustain the cost of these life and property saving devices. Without your generous support, our Knox Box loan program will have an inventory shortage and an increased waitlist of eligible elderly residents. There is no doubt your kind donation would be beneficial to our community.
- In order to maintain the Knox Box inventory for future use, The Falmouth Fire Rescue Departments is seeking your approval to accept a grant in the amount of \$10,000.00 to cover the cost of purchasing 35 Knox Boxes directly from Knox Company.
- Additional details and the cost of the needed Knox boxes are contained in the attached cover letter sent to the Road Race Committee.

#### **DEPARTMENT RECOMMENDATION:**

The Falmouth Fire Rescue Department, with the support of the Falmouth Senior Center, highly recommends the approval of this grant. This program has been very successful for decades and is a great service that the Fire Rescue Department provides to the residents of Falmouth.

The Knox Box program promotes senior safe living by allowing quick access to our seniors that are in need of prompt medical attention. The Knox Box could be the difference between life and death and prevent the need for an expensive door replacement.

#### **OPTIONS:**

- Motion to accept a grant award in the amount of \$10,000 from the Falmouth Road Race Philanthropy Program for the purchase of 35 Knox Boxes as presented.
- Motion to deny the acceptance of a grant award in the amount of \$10,000 from the Falmouth Road Race Philanthropy Program for the purchase of 35 Knox Boxes.
- 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 a grant award in the amount of \$10,000 from the Falmouth Road Race Philanthropy Program for the purchase of 35 Knox Boxes as presented.

*Michael Renshaw*

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Town Manager

8/19/2024

Date



## FALMOUTH FIRE RESCUE DEPARTMENT

TIMOTHY R. SMITH  
CHIEF OF DEPARTMENT

399 MAIN STREET  
FALMOUTH, MA 02540  
PHONE: 508-495-2500  
FAX: 508-495-2519

SCOTT J. THRASHER  
DEPUTY CHIEF

CHAD E. ABSTEN  
DEPUTY CHIEF

May 30, 2024

Falmouth Road Race, Inc.  
P.O. Box 732  
Falmouth, MA 02541

Dear Falmouth Road Race Board of Directors,

In collaboration with the Falmouth Senior Center, the Falmouth Fire Rescue Department provides a Knox Box residential loan program to assist our elderly population who are in need within our community. This loan program provides a Knox Box to those residents who qualify based on financial criteria. When no longer in use at property, the device is returned to us and utilized by the next person in need. Due to a shortage of Knox Boxes, the residents in need are placed on a waitlist. Our elderly residents who reside alone and are in need of medical assistance benefit greatly from having this device.

The device enables first responders safe and immediate access to a locked residential property in the event of an alarm or an emergency. A residential Knox Box is a high security key safe that is trusted and supported by the Falmouth Fire Rescue Department. In the case of an emergency, the Fire Department is able to gain access to this key, thus preventing entry damage to the home. When emergency responders are not able to enter a home, they look for alternate entry but cannot always find the best place to enter. Valuable time is wasted and the potential damage to the home to gain access can be very expensive to fix.

The Knox Box securely stores keys to a property for our first responders to use in an emergency when our elderly residents are inside and unable to open the door. Having a quick way to gain entry during a medical or fire emergency can save precious time and potentially save lives.

Only the Fire Department is able to gain entry to these devices and therefore entry into the home. Our first responders have secured access to unlock the Knox Box and access the house key, or "master key" stored inside using a tonal security code from their emergency vehicle. Once the emergency visit is concluded, the house key is returned to the Knox Box. At no time is the access

maintained by emergency personnel outside of the immediate use. The Knox Box is secured to the outside of the house, free of charge by the Fire Department.

In order to maintain the Knox Box inventory for future use, The Falmouth Fire Rescue Departments is seeking your support for a grant in the amount of \$10,000.00 to cover the cost of purchasing the following Knox Boxes directly from Knox Company:

	<u>#</u>	<u>Price</u>	<u>Total</u>
Knox Residential Box-Model 1658 (Holds up to 2 Keys)	15	\$367.00	\$5,505.00
Knox HomeBox-Model 1501 (Holds 1 Key)	20	\$210.00	\$4,200.00
Shipping and Handling			<u>\$ 283.00</u>
<b>Total</b>			<b>\$9,988.00</b>

(The Knox Boxes arrive pre-coded and ready to be installed by the Fire Prevention Bureau.)

The Fire Rescue Department's annual operating budget cannot sustain the cost of these life and property saving devices. Without your generous support, our Knox Box loan program will have an inventory shortage and an increased waitlist of eligible elderly residents. There is no doubt your kind donation would be beneficial to our community.

Respectfully,



Tim Smith, Chief of Department  
Falmouth Fire Rescue Department



Board of Directors:

Scott Ghelfi  
President

Dr. Robert Antonucci  
Vice President

Donna Tocci  
Clerk

Julene Augusta  
Treasurer

Jason Cullinane

Carl F. Cavossa, Jr.

Travis Watson

Falmouth Fire Rescue Department  
399 Main Street  
Falmouth, MA 02540

August 1, 2024

Dear Lt. Craig O'Malley,

The Board of Directors of Falmouth Road Race, Inc. is pleased to inform you that your organization has been awarded a **\$10,000 grant** from our Philanthropy Program toward *the funds for 35 Knox Boxes*.

Falmouth Road Race, Inc. proudly supports programs that promote health and wellness with specific emphasis on youth programs. The Board hopes that through these partnerships our community will remain a vibrant and an extraordinary one.

Your check will be presented at Falmouth High School, in the Field House, on **Friday, August 16<sup>th</sup> at 5:00 PM** during the Health & Fitness Expo. We would ask that representatives from the Falmouth Fire Rescue Department who will benefit from this funding attend as well. Light refreshments will be provided.

Please RSVP to [info@falmouthroadrace.com](mailto:info@falmouthroadrace.com) by Friday, August 9th, and let us know who will attend. 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 program continued success!

Sincerely,

Scott Ghelfi, President  
Falmouth Road Race, Inc

**OPEN SESSION**

**CONSENT AGENDA**

**2. Administrative Orders**

- e. Consider request from Freshwater Ponds Advisory Committee to change its membership to 7 full voting members



## AGENDA ITEM SUMMARY SHEET

**ITEM NUMBER:** Consent Agenda – Administrative Orders 2.e.

**ITEM TITLE:** Consider request from the Freshwater Ponds Advisory Committee to change its membership from 5 members and 2 alternates to 7 full voting members

**MEETING DATE:** 8/26/2024

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

**SUBMITTED BY:** Mike Renshaw, Town Manager

**ATTACHMENTS:** Committee Charge, Letter from Freshwater Ponds Advisory Committee 07/11/2024

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### PURPOSE:

The Board is asked to consider a request from the Freshwater Ponds Advisory Committee to change the composition of its membership from 5 regular, voting members and 2 alternates to 7 regular voting members.

### BACKGROUND/SUMMARY:

- The Select Board established the Freshwater Ponds Advisory Committee on February 2, 2024 with 5 regular, voting members and 2 alternates at the recommendation of staff.
  - The thinking is that the inclusion of alternates reduces the likelihood that a meeting has to be cancelled due to lack of quorum. Under the current structure, the quorum is 3 and when a regular member is absent, an alternate present at the meeting counts toward the quorum.
  - The quorum will rise to 4 with the proposed structure.

- Alternates can fully participate in discussions at the meeting at the discretion of the Chair.
  - An alternate cannot vote, unless filling in for a regular members who is absent. Also, an alternate cannot serve as an officer of the Committee (Chair, Vice Chair, Secretary if there is one).
- The Freshwater Ponds Advisory Committee immediately ran into one of these limitations when the only individual interested in serving as chair was an alternate. That issue has been resolved thanks to the Board changing the appointments.
  - The Freshwater Ponds Advisory Committee voted to request a change in membership to 7 regular members and submitted a letter to the Board making this request which is included in the Board packet.
  - Should the Board approve the requested change, the composition could be changed again if, in the future, the Committee finds it has difficulty achieving a quorum.

**DEPARTMENT RECOMMENDATION:**

The Town Manager recommends approval of the requested change:

Motion: Move to change the composition of the Freshwater Ponds Advisory Committee to 7 regular, voting members.

**OPTIONS:**

- Motion to change the composition of the Freshwater Ponds Advisory Committee to 7 regular, voting members.
- Motion to deny the request to change the the composition of the Freshwater Ponds Advisory Committee to 7 regular, voting members.

**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 requested change.

*Michael Renshaw*

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Town Manager

8/20/2024

Date

**TOWN OF FALMOUTH  
FRESHWATER PONDS ADVISORY COMMITTEE  
MISSION STATEMENT**

**Adopted: February 26, 2024**

The purpose of the Freshwater Ponds Advisory Committee is to advise the Select Board and Town Manager on the protection and preservation of Falmouth's freshwater ponds and to recommend goals, strategies, action steps, and measurable outcomes that can be integrated into the Town's overall Strategic Plan.

The Freshwater Ponds Advisory Committee shall be appointed by the Select Board in accordance with relevant provisions of the Falmouth Home Rule Charter and Town bylaws.

The Committee shall consist of five (5) members and two (2) alternates. The Select Board shall seek individuals who possess the following knowledge and skills in recruiting and appointing members to this Committee:

- At least two members with strong understanding of freshwater pond science, including water chemistry and hydrology, and pond management, including knowledge of remediation measures.
- At least one member who is knowledgeable about pond protection issues and relevant health issues associated with freshwater ponds, including familiarity with local, state, regional and federal regulations concerning freshwater ponds.
- At least one member with experience in environmentally-friendly landscaping, including using native plants and installing hardy plant barriers along the shoreline to help limit the amount of nutrients entering ponds.
- At least one member who is knowledgeable about stormwater management.
- At least one member with experience and knowledge of Falmouth Town government structure and politics.

Members shall have a demonstrated ability to work effectively in a group process with volunteers, community members, and public officials. Members are expected to attend public meetings and occasional site visits.

July 11, 2024

Michael Renshaw and Peter Johnson-Staub  
Town Manager's Office  
59 Town Hall Square,  
Falmouth, MA 02540

Dear Michael and Peter,

We, the undersigned members of the Freshwater Ponds Advisory Committee, respectfully request that the Select Board change the Committee membership structure from five Members and two Alternates to seven full, voting Members. While we understand the reasoning behind your initial recommendation that the Committee start with the Member-Alternate structure in order to help us achieve a quorum, we believe it makes sense for all members of the Committee to be full, voting members. We are committed to attending the meetings and don't anticipate having difficulty achieving a quorum.

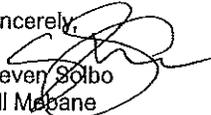
Given that the difference in achieving a quorum for a seven-Member Committee (four Members) requires the attendance of only one more Member than is required of a five-Member Committee (three Members), we believe the benefits of making the change outweigh the risk of not achieving a quorum with the smaller number of full Members.

Finally, as you know, the Water Quality Management Committee, which is essentially a parallel committee to ours, is composed of seven full, voting Members. It does not have Alternates.

We respectfully request that you recommend this change to the Select Board at its next meeting so that, if it is approved, the new structure can be in place for our August 1<sup>st</sup> meeting.

Thank you for your consideration of this request.

Sincerely,



Steven Solbo  
Bill Mabane  
Lynn Francis  
George Heufelder  
William Kerfoot  
Kim Comart  
Angela Tanner

## **OPEN SESSION**

### **MINUTES**

1. Review and vote to approve minutes of meetings
  - a. Public Session – August 12, 2024

August 26, 2024

**TOWN OF FALMOUTH**  
**SELECT BOARD**  
**Open Meeting Minutes - DRAFT**  
**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.*

Select Board:

Present: Nancy Robbins Taylor, Chair; Edwin (Scott) Zylinski II, Vice-Chair; Douglas C. Brown; Robert P. Mascali; Heather M. H. Goldstone

Absent: None

Others present: Mike Renshaw, Town Manager; Peter Johnson-Staub, Assistant Town Manager

**6:00 p.m. OPEN SESSION**

Call to Order: By Chair Nancy Taylor

Chair Taylor called for a motion to go into Executive Session to discuss strategy with respect to imminent litigation in the matter of Carroll v. Town of Falmouth Conservation Commission, and review and consider approval of proposed workers' compensation settlement for a School employee.

Motion by Mr. Zylinski: So moved      Second: Mr. Brown

Roll call vote:

Zalinski: Aye

Brown: Aye

Mascali: Aye

Goldstone: Aye

Taylor: Aye

Chair Taylor said the Board would return to Open Session at approximately 6:30.

**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**

Call to Order: Chair Taylor called to order the open session of the meeting saying the board was returning from executive session.

Pledge of Allegiance: Led by Select Board

Recognition: None

Announcements: Mr. Mascali reminded the public that the Falmouth Walk is this Saturday at 10:00 a.m. and provided registration information.

Public Comment:

Maurie Harlowe-Hawks, Old Dock Rd. – thanked marine environmental services, the DPW, and the beach committee and staff for the work they did during the wind turbine debacle.

**COMMITTEE INTERVIEWS**

Interview, vote and appoint committee members:

Select Board Open Meeting Minutes of August 12, 2024

I. 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

Chair Taylor asked candidates to speak to anything they might like to add to their applications. Ms. Goldstone asked that candidates speak to how the committee would grapple with the different aspects of history not always presented in textbooks.

Rachel Lovett said she could bring input from the historical society to the process. She said the historical society also provides information not only of Dr. Francis Wicks, but also of African American Revolutionary War soldier Charles Ray, a patient of Dr. Wicks and an abolitionist. Mr. Brown asked if Frederick B. Douglass Rd. in N. Falmouth has any connection to Falmouth. Ms. Lovett said yes, that Charles Ray and Frederick Douglass were good friends and traveled together in the abolitionist circuit.

**Motion by Mr. Mascali: To appoint Rachel Lovett to the 250<sup>th</sup> Anniversary Task Force**  
**Second: Mr. Zylinski                      Vote: Yes – 5    No – 0**

Tamsen George said she is interested in the committee because of her work in historic preservation. She recalled how her family's participation in Andover's 200<sup>th</sup> celebration proved very valuable for them all and felt that Falmouth residents could benefit from similar opportunities. Mr. Brown spoke of his desire to have a bronze statue or other memorial of the young man who rowed to Woods Hole from Naushon Island to warn Falmouth of the British attack. Ms. George said there are many ways, such as reenactments, to preserve the amazing stories of what people did during that time.

**Motion by Mr. Zylinski: To appoint Tamsen George                      Second: Ms. Goldstone**  
**Vote: Yes – 5    No – 0**

Karen Rinaldo spoke to the importance of involvement on the part of the community on such a momentous occasion, and of conveying the truth as much as it can be determined. She said history plays an important part of our everyday lives.

**Motion by Mr. Brown: To appoint Karen Rinaldo to be a part of this committee**  
**Second: Mr. Zylinski                      Vote: Yes – 5    No – 0**

Paul Dryer said his application was complete. Mr. Brown thanked Mr. Brown for being the one who brought the whole issue to his attention. Mr. Dryer said the upcoming event is a very big deal and it would be to the Town's advantage to support this.

**Motion by Mr. Mascali: To appoint Paul C. Dreyer to the 250<sup>th</sup> Anniversary Task Force**  
**Second: Mr. Brown                      Vote: Yes – 5    No – 0**

Bob Ripley said because of his work in Concord he was already involved in its 250<sup>th</sup> celebration, as well as Mass Historical Society's work on Boston's celebration, and would be happy to become involved in Falmouth's plan. Board members said he would be a good person to bring ideas to the task force.

**Motion by Mr. Zylinski: To appoint Bob Ripley    Second: Mr. Brown    Vote: Yes – 5    No – 0**

Kevin Doyle outlined his participation in Lexington's celebrations, saying he was a Lexington Minuteman for 10 years and wrote the script for the battle at Lexington Green. He provided ideas how to memorialize the warning to Falmouth residents that the British would attack and the ensuing battle. He said it could be done every year beginning with a reenactment in August and then in 2029, in April.

**Motion by Mr. Zylinski: To move Mr. Doyle's appointment                      Second: Mr. Brown**  
**Vote: Yes – 5    No – 0**

Catherine Bumpus, responding to Ms. Goldstone's question, recommended a book, The American Story Conversations with Master Historians, saying it takes a good look at the background of people, and provides a good look at what history has brought us. She said it gave her optimism and thought it would be interesting to bring that to the 250<sup>th</sup> celebration. Ms. Goldstone supported the presence of optimism connected with bringing history into the present day.

**Motion by Ms. Goldstone: To appoint Catherine Bumpus to the Task Force**                      **Second: Mr. Mascali**  
**Vote: Yes – 4    No – 1 (Chair Taylor)**

Affordable Housing Committee – Kelly McKeon

Chair Taylor asked if there is anything not on her application that Ms. McKeon would like the Board to know.

Ms. McKeon said that she has been in Falmouth 8 years and would love to build a life here, but can't see that happening unless something changes drastically about the housing situation.

Ms. Goldstone said she has received a strong recommendation supporting Ms. McKeon from the chair of the affordable housing committee, Dave Garrison. Other Board members also received the recommendation. Mr. Brown said he appreciated the position Ms. McKeon is in. He said the Town is at 8.6% and is poised to reach 10% regarding affordable housing, which is good news.

**Motion by Ms. Goldstone: To approve the appointment of Kelly McKeon to the Affordable Housing Committee**                      **Second: Mr. Zylinski**                      **Vote: Yes – 5    No – 0**

EDIC – Becca Brooker

Chair Taylor asked if there is anything not on her application that Ms. Brooker would like the Board to know.

Ms. Brooker said that she is excited to be here and be more involved in the Town. Chair Taylor said that the Board had received a recommendation letter from Wayne Lingafelter, Exec. Director of the Falmouth EDIC.

**Motion by Mr. Brown: To appoint Becca Brooker to a position on the EDIC, the term ending 6/30/2026**  
**Second: Mr. Zylinski**                      **Vote: Yes – 4    No – 0    Abstain – 1 (Mr. Mascali, as he is a member of the EDIC)**

**BUSINESS**

Report – Falmouth Cultural Council

Alice Kociemba, chair of the council, narrated a slide show comprised of approximately 13 screens, containing information on mission, programs and projects, community engagement, funding, student representatives, and the creation of a cultural district for Falmouth. She added that municipal engagement is a must and listed ways to make that happen.

Mr. Brown asked why Falmouth didn't get approved on the initial application 10 years ago. Ms. Kociemba said that the footprint should have been walkable, now it's moved to navigable. She said they submitted something that exceeded the footprint. She said that now there are enough assets to make this work. She added that she thought there should be two districts, one for Woods Hole and one for Falmouth. She went on to say that she thought there is a real openness on the MCC to getting this done.

Ms. Kociemba said that seeing this meeting agenda, she had contacted Ms. Lovett, an applicant to the 250<sup>th</sup> Task Force, of a grant opportunity in the range of \$5,000 to \$100,000 for that type of thing. She spoke to the importance of getting the right information to the right people.

Update on the Eversource Martha's Vineyard Cabling Project and Revised Project Schedule

Peter McConarty, DPW Director, turned the update over to Philip Bert from Eversource. Mr. Bert said he would review the project work thus far and provide a schedule update. The presentation comprised approximately 10 screens of information including a map of work districts, photos of work areas, upcoming work and challenges, compensation, and value-added components. The concluding screen was the timeline for completion of the project.  
Select Board Open Meeting Minutes of August 12, 2024

Mr. Mascali asked about the actual work schedule and light and noise barriers. Mr. Burt said they work a 12-hour day, 7:00 a.m. to 7:00 p.m. generally. He said in the winter with less daylight, generators are used to provide light, so there would be physical barriers to absorb some of the light and noise during those times. Mr. Mascali also asked if the Board would be informed if the project was running behind schedule, especially at the Surf Dr. parking lot. Mr. Bert said the intent is to be out of that location before the summer season.

Ms. Goldstone asked about the extension of the sidewalk in the Surf Dr. area and what that would look like for bikers on that stretch of road. Mr. McConarty used the pointer to indicate the area on the north side of the road outside the white line. He said no significant change would occur on the other side of the road. There would be a sidewalk connecting Walker St. to Shore St., he said.

Ms. Goldstone also noted the timing of the work and that the closing of the bikepath and the work at Surf Dr. would affect bike commuters, cutting off the two main ways to get from downtown Falmouth to Woods Hole. She suggested outreach to the bike and pedestrian committee and the biking community in general. Mr. Bert said staff does project services work and have been working with various affected groups to devise a separate route around the work. He said the calendar is very condensed.

Mr. Brown asked if drilling could start earlier so as not to run to the end of May. Mr. Bert introduced Jake Bott, the project manager, who said beach restrictions on Martha's Vineyard have an impact on the Falmouth calendar. He said the schedule now has the project finishing in March. He said May 15 is the worst-case scenario for weather impact. Mr. Brown asked for an explanation of how the time constraints are more challenging on the Vineyard. Mr. Bott said in Falmouth, the work is in 2 parking lots with different footprints and restrictions than there are with actual sand into beaches, which is the case on the Vineyard. He said the project is more labor intensive there due to environmental permitting and time of year restrictions. Mr. Brown asked if the Vineyard had to be done first. Mr. Bott said the team has analyzed it "with environmental, with permitting, and everything else, and it's the only way it is sustainable to make it happen on time."

Mr. McConarty provided details of how parking lots on Surf Dr. and Mill Rd. would appear at project completion, as well as plans to deal with flooding problems on Surf Dr. He said the Town is "piggy-backing" on the back of Eversource, working with the conservation commission, to do this work, which has helped the Town. He said when it's done, Surf Dr. and the bike-path will be much better projects.

Chair Taylor said no action was required for this agenda item.

Mr. Brown said he appreciated the in-kind work and incentives that Eversource has provided, as well as the additional work involving Surf Dr.

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

Mr. Johnson-Staub began his presentation by showing a diagram of the area and explaining the purpose of the requested amendment to the lease. Details of the item are outlined in the document entitled *Consider vote to amend Little Pond Place LLC lease of Town property at 41 Spring Bars Road* under *Business 3* included in the Select Board packet. He thanked Linda Clark for her work getting the documents in the necessary form to facilitate this Town project to provide public access to the open space. He said there are 4 documents to approve as Select Board. He said the next item seeks the approval of the Select Board as the Trustees of the FAHF to related documents.

Ms. Goldstone asked about the final project involving the driveway and what would be the result. Mr. Johnson-Staub said he believed there would be paving, and there would be parking to get to the open space they are seeking access to. Mr. Brown asked if there were conceptual plans or drawing of the site. Mr. Johnson-Staub said the project, headed by the Conservation Dept., does have conceptual drawings but what it's going to look like is limited to a small project, which now is creating the access and invasive species removal. It will then include some plantings, Mr. Johnson-Staub said.

**Motion by Mr. Brown: To execute all documents as requested by staff**

**Second: Mr. Zylinski**

**Vote: Yes – 5 No - 0**

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

**Motion by Mr. Brown:** I would move approval of that as well – to execute all documents as recommended by staff  
**Second:** Mr. Zylinski  
**Vote:** Yes – 5 No - 0

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

Mr. Renshaw orally reviewed the item for the Board, referring to the *Agenda Item Summary Sheet*, Item number and Title: *Business 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* in the Select Board packet. He recommended approval of the request.

**Motion by Mr. Mascali:** That the Board approve the variance to sign code Section 184-37 with respect to the property at 20 Luscombe Ave., Woods Hole  
**Second:** Mr. Brown

Mr. Brown said the building commissioner made it easy for the Board by not finding an objection. Chair Taylor agreed.

**Vote:** Yes – 5 No - 0

## 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

**Motion by Mr. Zylinski:** To move the Consent Agenda

**Second:** Ms. Goldstone

**Vote:** Yes – 5 No - 0

## TOWN MANAGER'S SUPPLEMENTAL REPORT

Mr. Renshaw updated the Board on what he described as a productive meeting with the Steamship Authority (SSA) last Thursday regarding the revised plan for traffic routing. The discussions focused on the best and safest plan for getting the buses out of the area, taking into account safety and visibility concerns. He said the emphasis was on Select Board Open Meeting Minutes of August 12, 2024

getting the SSA to be active participants in the Safe Streets initiative to get better traffic flow and safer streets. He said at the end of the meeting, the SSA committed to share with the DPW engineering/traffic division a copy of the plans, and allow the Town to make comments on them. He further described the competing interests of the SA and the Town regarding traffic movement. He said he was please at the ongoing commitment for more dialog around these issues and focusing on creating a collaborative partnership.

Mr. Renshaw also updated the Board on human resources recruitment:

- Coastal Resource Resilience Specialist – posted today with preference date of Sept. 3
- Senior Wastewater Project Manager – preference date of August 30
- Firefighter and paramedic recruitments – 72 applicants, currently scheduling interviews with the most highly qualified candidates
- Communications dispatch center staff – described the process for hiring needed staff with skills assessment screening occurring before hiring – said 25 of 45 applicants took screening, and interviews are being scheduled with 10 of the most highly qualified candidates. He said he is confident that the 4 vacancies will be filled.

### **SELECT BOARD REPORTS**

Chair Taylor reported on the following:

- Appreciated the feedback on the email asking for workshop topics, saying the agenda items are important and specific, and would likely lead to a longer workshop day. She said she may be scheduling a second workshop. The third workshop will be about relations with the town manager.

Mr. Mascali: None

Ms. Goldstone: None

Mr. Brown reported on the following:

- Attended two meetings related to SSA covering several topics referenced in a Select Board letter to them and various other Steamship Authority issues. He also provided details on traffic routes for the terminal area in Woods Hole and said he did not share Mr. Renshaw's optimism about the tenor of the meeting.
- Attended the police and clinicians' presentation to the veterans' center

Mr. Zylinski reported on the following:

Said the CCMPO meeting was cancelled for this month

### **ADJOURN**

Motion by Mr. Mascali: To adjourn      Second: Ms. Goldstone      Vote: Yes – 5    No - 0

Respectfully submitted,  
Carole Sutherland, Recording secretary