

**TOWN OF FALMOUTH**  
**SELECT BOARD**  
**AGENDA**  
**MONDAY, NOVEMBER 18, 2024 – 6:00 P.M.**

**LAWRENCE SCHOOL**  
**113 LAKEVIEW AVENUE**  
**FALMOUTH, MA 02540**

**ROOM 105**

*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**

1. Call to Order
2. Pledge of Allegiance

**BUSINESS**

1. Discuss, consider and vote motions and reports to November 2024 Annual Town Meeting as needed
2. Discuss, consider and vote date for April 2025 Town Meeting
3. Consider the approval of a letter to WGBH to encourage continued dialogue with the Woods Hole Community Association concerning the sale of the Captain Davis House at 3 Water Street
4. Consider request from Landfall Restaurant, 9 Luscombe Avenue, Woods Hole, to extend its Seasonal All-Alcoholic Common Victualler License until January 2, 2025
5. Consider approval of allocation of \$10,000 from the Historical Commission revolving fund for the installation of historic markers
6. Other business as needed
7. Adjourn

Nancy Robbins Taylor, Chair  
Select Board

## **OPEN SESSION**

### **BUSINESS**

1. Discuss, consider and vote motions and reports to November 2024 Annual Town Meeting as needed

**OPEN SESSION**

**BUSINESS**

2. Discuss, consider and vote date for April 2025 Town Meeting

SUN	MON	TUE	WED	THU	FRI	SAT
		1 91/274 April Fools' Day	2 92/273	3 93/272	4 94/271	5 95/270
6 96/269	7 97/268	8 98/267	9 99/266	10 100/265	11 101/264	12 102/263 Passover begins at sundown Full Moon
13 103/262 Palm Sunday	14 104/261	15 105/260	16 106/259	17 107/258	18 108/257 Good Friday	19 109/256
20 110/255 Easter Eastern Orthodox Easter	21 111/254 Easter Monday (Canada)  <i>Patriot's Day</i>	22 112/253 Earth Day	23 113/252 Administrative Professionals Day	24 114/251 Holocaust Remembrance Day	25 115/250	26 116/249
27 117/248	28 118/247	29 119/246	30 120/245			

## **OPEN SESSION**

### **BUSINESS**

3. Consider the approval of a letter to WGBH to encourage continued dialogue with the Woods Hole Community Association concerning the sale of the Captain Davis House at 3 Water Street



## AGENDA ITEM SUMMARY SHEET

**ITEM NUMBER:** Business 3.

**ITEM TITLE:** Consider the approval of a letter to WGBH to encourage continued dialogue with the Woods Hole Community Association concerning the sale of the Captain Davis House at 3 Water Street

**MEETING DATE:** 11/18/2024

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

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

**ATTACHMENTS:** Draft letter to WGBH

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### PURPOSE:

The Select Board will consider the approval of a letter to WGBH to encourage continued dialogue with the Woods Hole Community Association concerning the sale of the Captain Davis House at 3 Water Street.

### BACKGROUND/SUMMARY:

- The potential sale of the current CAI headquarters facility for WGBH radio was recently announced in the media.
- In 2010, the facility was the recipient of CPC funding in the amount of \$267,600 for the purpose of conducting certain renovations to the building in order to preserve the historic nature of the structure.

- The subsequent Preservation Restriction that was placed on the property is to "assure that the architectural, historic, and cultural features of the exterior of the Building. . . will be retained and maintained forever substantially in their historically appropriate condition for preservation purposes."
- The Restriction prohibits the Owner from demolishing, removing, moving or razing the building, dumping ashes, trash or rubbish at the location, or allowing above-ground utility lines.
- The Restriction includes a provision that requires the Owner to notify the Town of a proposed sale of the property so that the Town may have an opportunity to explain the terms of the Restriction to the new owner.
- The Preservation Restriction does not prohibit the Owner from selling the property

**DEPARTMENT RECOMMENDATION:**

The Town Manager recommends that the Select Board approve the draft letter to WGBH to encourage continued dialogue with the Woods Hole Community Association concerning the sale of the Captain Davis House at 3 Water Street, as presented.

**OPTIONS:**

- Motion to approve the letter to WGBH to encourage continued dialogue with the Woods Hole Community Association concerning the sale of the Captain Davis House at 3 Water Street as presented.
- Motion to approve a revised letter to WGBH to encourage continued dialogue with the Woods Hole Community Association concerning the sale of the Captain Davis House at 3 Water Street with stipulated edits.
- Motion to deny the approval of sending a letter to WGBH to encourage continued dialogue with the Woods Hole Community Association concerning the sale of the Captain Davis House at 3 Water Street.

**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 draft letter to WGBH to encourage continued dialogue with the Woods Hole Community Association concerning the sale of the Captain Davis House at 3 Water Street, as presented.

*Michael Renshaw*

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**Town Manager**

11/14/2024

**Date**



# TOWN OF FALMOUTH

Office of the Town Manager & Select Board

59 Town Hall Square, Falmouth, Massachusetts 02540

Telephone: (508) 495-7320

[townmanager@falmouthma.gov](mailto:townmanager@falmouthma.gov)

November 18, 2024

Dear Ms. Goldberg,

We are writing to encourage GBH to continue conversations in earnest with the Woods Hole Community Association, and to rebuild trust with the broader community through transparent, proactive communication about the future of public media for the Cape, Coast, and Islands.

The Cape and Islands NPR Stations provide a critical resource for our entire region. CAI staff are Cape Cod (mostly Falmouth) residents with deep connections to the issues and communities they cover. That comes through in the quality coverage of local politics, science and the environment, and the Cape and Islands' distinct weather and culture. CAI's commitment to accurate, in-depth reporting and compelling storytelling is frequently recognized with national awards. This exceptional local journalism is all the more precious as many local news outlets around our region and the nation struggle to stay afloat.

In turn, Falmouth is proud to be home to CAI, and has invested in the historic Davis House that has always been CAI's headquarters. In 2010, GBH received \$267,600 in taxpayers' dollars in the form of a grant from the Community Preservation Fund for the historic restoration of the building—a restoration that, like CAI's journalism, was award-winning and intended to serve the public good, not private profit. As the recent efforts of the Woods Hole Community Association demonstrate, Falmouth residents are willing and able to step up to keep this historic building in public hands, and the critical community service it houses in our town.

We were heartened to see the most recent message expressing willingness to consider an alternative purchase arrangement from the Woods Hole Community Association, and recognizing the need for a more collaborative approach to community engagement. We understand that, given the financial pressures facing GBH, the sale of the Davis House is only one of many factors influencing the future of CAI. We sincerely hope that GBH is as committed as you have professed—and as our community is—to sustaining strong, local public media for the Cape, Coast, and Islands.

Sincerely,

Falmouth Select Board

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Nancy Robbins Taylor, Chair

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Robert P. Mascali

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Edwin P. Zylinski II, Vice Chair

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Heather M. H. Goldstone

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Douglas C. Brown

## **OPEN SESSION**

### **BUSINESS**

4. Consider request from Landfall Restaurant, 9 Luscombe Avenue, Woods Hole, to extend its Seasonal All-Alcoholic Common Victualler License until January 2, 2025



## AGENDA ITEM SUMMARY SHEET

**ITEM NUMBER:** Business 4.

**ITEM TITLE:** Consider request from Landfall Restaurant, 9 Luscombe Avenue, Woods Hole, to extend its Seasonal All-Alcoholic Common Victualler License until January 2, 2025

**MEETING DATE:** 11/18/2024

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

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

**ATTACHMENTS:** Letter from Landfall Restaurant requesting extension, dated November 1, 2024; License Application Review Form; Staff email thread

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### PURPOSE:

The Select Board will review and consider the approval of the Landfall Restaurant's request for an extension of its All-Alcoholic Common Victualler License until January 2, 2025.

### BACKGROUND/SUMMARY:

- Landfall Restaurant representative Kathleen Estes Stuhlfire submitted a letter to the Select Board on November 1, 2024 (attached) requesting an extension of the establishment's 2023 All-Alcoholic Beverages Common Victualler License, and that the extension be granted from December 1, 2024 through and including January 2, 2025.
- A holder of a seasonal liquor license may request an extension of the license's "valid until date" through January 2, 2025 with the approval of the Local Licensing Authority, which is the Select Board.

- This is an annual request from the Landfall Restaurant.
- Both the Falmouth Police Department and Falmouth Fire Rescue Department have reviewed the request and have no objections to its approval.

**DEPARTMENT RECOMMENDATION:**

The Town Manager recommends that the Select Board approve the Landfall Restaurant’s request for an extension of its All-Alcoholic Common Victualler License through January 2, 2025.

**OPTIONS:**

- Motion to approve the Landfall Restaurant’s request for an extension of its All-Alcoholic Common Victualler License through January 2, 2025 as presented.
- Motion to deny approval of the Landfall Restaurant’s request for an extension of its All-Alcoholic Common Victualler License through January 2, 2025.

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

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

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

N/A

**TOWN MANAGER COMMENTS:**

The Town Manager recommends that the Select Board approve the Landfall Restaurant’s request for an extension of its All-Alcoholic Common Victualler License through January 2, 2025.

*Michael Renshaw*

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**Town Manager**

11/13/2024

**Date**

**LICENSE APPLICATION REVIEW**

Restaurant/Business: Landfall Restaurant

Address: 9 Luscombe Avenue, Woods Hole

License Type: Request to Extend Seasonal License

New License \_\_\_\_\_

Transfer of License \_\_\_\_\_

Change of License \_\_\_\_\_

Police No objection

Fire No issues

Building \_\_\_\_\_

Health \_\_\_\_\_

Zoning \_\_\_\_\_

Planning \_\_\_\_\_

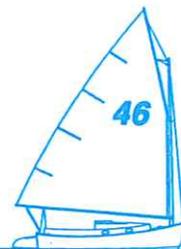
DPW \_\_\_\_\_

**NOTES:**

Request by Landfall, Inc. d/b/a Landfall Restaurant, Kathleen E. Stuhlfire, Manager, to extend its Seasonal All Alcoholic Beverages Restaurant License through January 2, 2025.

The Landfall Restaurant makes this request annually most years.

# Landfall Restaurant



Box 107, Woods Hole Harbor, Cape Cod, Massachusetts 02543

Falmouth Selectmen  
Town Hall Square  
Falmouth, Ma 02540

November 1, 2024

Dear Falmouth Selectmen,

The Landfall Restaurant would like to apply for an extension of our 2024 Liquor license. We would ask that the extension be for December 1<sup>st</sup> 2024 to January 2<sup>nd</sup> 2025. Thank you for your attention in this matter.

Sincerely,

Handwritten signature of James Estes and Kathleen M. Stuhlfire in blue ink.

James Estes and Kathleen Stuhlfire

## Phyllis Downey

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**From:** Brian Reid <brian.reid@falmouthpolicema.gov>  
**Sent:** Monday, November 4, 2024 8:18 AM  
**To:** Boyd Demello; Phyllis Downey; Jeff Lourie; Ryan Hergt; Craig O'Malley; Gary Street; Falmouth Health Department  
**Subject:** Re: Landfall Request to extend seasonal license

Police has no objection.

Respectfully,



Brian L. Reid  
Captain of Operations  
Falmouth Police Department  
774-255-4527 ext. 4502

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**From:**  
Boyd  
Demello

<boyd.demello@falmouthfirema.gov>  
**Sent:** Saturday, November 2, 2024 9:10 AM  
**To:** Phyllis Downey <phyllis.downey@falmouthma.gov>; Brian Reid <brian.reid@falmouthpolicema.gov>; Jeff Lourie <Jeff.Lourie@falmouthpolicema.gov>; Ryan Hergt <ryan.hergt@falmouthpolicema.gov>; Craig O'Malley <craig.omalley@falmouthfirema.gov>; Gary Street <gary.street@falmouthma.gov>; Falmouth Health Department <health@falmouthma.gov>  
**Subject:** RE: Landfall Request to extend seasonal license

Fire Rescue has no objections to this annual request

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.

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**From:** Phyllis Downey <phyllis.downey@falmouthma.gov>  
**Sent:** Friday, November 1, 2024 15:54  
**To:** Brian Reid <brian.reid@falmouthpolicema.gov>; Jeff Lourie <Jeff.Lourie@falmouthpolicema.gov>; Ryan Hergt <ryan.hergt@falmouthpolicema.gov>; Boyd Demello <boyd.demello@falmouthfirema.gov>; Craig O'Malley <craig.omalley@falmouthfirema.gov>; Gary Street <gary.street@falmouthma.gov>; Falmouth Health Department <health@falmouthma.gov>  
**Subject:** Landfall Request to extend seasonal license

## Phyllis Downey

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**From:** Craig O'Malley <craig.omalley@falmouthfirema.gov>  
**Sent:** Friday, November 1, 2024 3:59 PM  
**To:** Phyllis Downey  
**Cc:** Boyd Demello  
**Subject:** RE: Landfall Request to extend seasonal license

Phyllis,

The Fire Department has no issue with the extension.

Thanks,  
Craig

Lt. Craig O'Malley  
Fire Prevention Officer, IAAI-FIT  
Falmouth Fire Rescue  
508-495-2533 office  
774-836-2434 cell  
[craig.omalley@falmouthfirema.gov](mailto:craig.omalley@falmouthfirema.gov)

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**From:** Phyllis Downey <phyllis.downey@falmouthma.gov>  
**Sent:** Friday, November 1, 2024 3:54 PM  
**To:** Brian Reid <brian.reid@falmouthpolicema.gov>; Jeff Lourie <Jeff.Lourie@falmouthpolicema.gov>; Ryan Hergt <ryan.hergt@falmouthpolicema.gov>; Boyd Demello <boyd.demello@falmouthfirema.gov>; Craig O'Malley <craig.omalley@falmouthfirema.gov>; Gary Street <gary.street@falmouthma.gov>; Falmouth Health Department <health@falmouthma.gov>  
**Subject:** Landfall Request to extend seasonal license

Good afternoon,

A request by Landfall, Inc. d/b/a Landfall Restaurant, Kathleen E. Stuhlfire, Manager, to extend its Seasonal All Alcoholic Beverages Restaurant License through January 2, 2025. The Landfall Restaurant requests an extension most years.

If your office has any recommendations to the Select Board regarding this request please forward them by Friday, November 8<sup>th</sup>.

Thank you,  
Phyllis

**Phyllis Downey**  
Town Manager & Select Board Office  
59 Town Hall Square  
Falmouth MA 02540  
508-495-7325

## **OPEN SESSION**

### **BUSINESS**

5. Consider approval of allocation of \$10,000 from the Historical Commission revolving fund for the installation of historic markers



## AGENDA ITEM SUMMARY SHEET

**ITEM NUMBER:** Business 5.

**ITEM TITLE:** Consider approval of allocation of \$10,000 from the Historical Commission revolving fund for installation of historic markers

**MEETING DATE:** 11/18/2024

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

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

**ATTACHMENTS:** Capital Request Form

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### PURPOSE:

The Select Board is asked to consider approving an allocation from the Falmouth Historical Commission revolving fund to install signs identifying the seven historic districts in Falmouth.

### BACKGROUND/SUMMARY:

- This project was initiated by the Falmouth Historical Commission. The seven districts are:
  - Davisville
  - Falmouth Village
  - North Falmouth
  - Quissett
  - Waquoit
  - West Falmouth
  - Woods Hole
  
- In total, 11 signs are planned. Each sign is 18" X 24".

- The total cost for the 11 markers is \$26,500 of which \$10,000 is proposed to come from the revolving fund with the balance coming from Free Cash.
- The Finance Committee has recommended approval of this project under Article 5 of the November 18<sup>th</sup> Annual Town Meeting. Select Board approval is required for an expenditure of more than \$500 from this revolving fund in accordance with the Town Meeting vote by which it was established in 2009.
- Funds from the sale of the Book of Falmouth are deposited into this revolving account. This revolving fund presently has a balance of \$20,340.
- The Town Manager and Finance Director may seek to dissolve this fund in the near future in light of its small size and infrequent use. The independent auditor retained by the Town has suggested reducing the number of funds maintained by the Town which results in added staff time monitoring and reporting on these accounts and creates unnecessary complexity in managing the Town's finances.

**DEPARTMENT RECOMMENDATION:**

The Town Manager recommends approval of this request to allocate funds for the installation of signage to mark the historic districts in Falmouth.

**Motion:**

I move that the Select Board vote approval of an expenditure of \$10,000 from the Falmouth Historical Commission revolving fund to install signs marking the seven historic districts in Falmouth.

**OPTIONS:**

- Motion to approve an expenditure of \$10,000 from the Falmouth Historical Commission revolving fund to install signs marking the seven historic districts in Falmouth.
- Motion to deny approval to expend \$10,000 from the Falmouth Historical Commission revolving fund to install signs marking the seven historic districts in 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:**

*Michael Renshaw*

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**Town Manager**

11/13/2024

**Date**

**CAPITAL IMPROVEMENT REQUEST FORM - July 2025**

<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", "Quissett", "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.