

**TOWN OF FALMOUTH**  
**SELECT BOARD**  
**AGENDA**  
**MONDAY, MARCH 10, 2025 – 6:30 P.M.**  
**OLD SILVER / SURF DRIVE PROGRAM ROOM**  
**SENIOR CENTER**  
**780 MAIN STREET, 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.*

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

1. Call to Order
2. Pledge of Allegiance
3. Recognition – Swearing in of Police Officers
4. Announcements
5. Public Comment

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

1. Interview and consider a vote to appoint a representative to the Environmental Advisory Council's Joint Base Cape Cod Community Advisory Council (CAC):
  - a. Robert Crevey
  - b. Dr. K.E. Schrieber

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

1. Consider a vote to approve an application for the Transfer of an All-Alcoholic Beverages Restaurant License – Quicks Hole Taqueria, LLC d/b/a Quicks Hole Taqueria, 28 Water Street, Unit C. An application for a Common Victualler License is also in process. **(5 minutes)**
2. Consider a vote to approve an application for Entertainment Licenses – New England Festivals, Inc. – Harbor Lights Illumination concert series and night markets, Lin Whitehead Band Shell at Marine Park, 180 Scranton Ave. – Saturdays: July 5, 12, 19 and August 9, 16, 23, 2025 from 5:00 p.m. to 9:30 p.m. **(10 minutes)**

**7:00 p.m. BUSINESS**

1. Presentation – Cape Cod Commission's "Year in Review" – Kristi Senatori, Executive Director **(20 minutes)**
2. Hear a presentation on the draft Single-Use Plastics Rules and Regulations for Food Establishments **(15 minutes)**
3. Discuss the establishment of a Green Dog Program **(15 minutes)**
4. Consider a vote to approve proposed updated Water Quality Management Committee (WQMC) charge document **(15 minutes)**
5. Consider a vote to send the petition to stop Holtec from evaporating nuclear waste to the Town Clerk to be placed on the May 20, 2025 Annual Town Election Ballot **(10 minutes)**

**8:15 p.m. CONSENT AGENDA**

1. Licenses
  - a. Consider a vote to approve an application for a Common Victualler License – Quicks Hole Taqueria, LLC d/b/a Quicks Hole Taqueria, 28 Water Street, Unit C

- b. Consider a vote to approve an application for six, Special One-Day All Alcohol Liquor Licenses – New England Festivals, Inc. – Harbor Lights Illumination concert series and night markets, Lin Whitehead Band Shell, Marine Park, 180 Scranton Ave., Saturdays: July 5, 12, 19 and August 9, 16, 23, 2025 from 5:00 p.m. – 9:30 p.m.

2. Administrative Orders

- a. Consider a vote to adopt meal and travel policies

**8:20 p.m. MINUTES**

1. Review and vote to approve minutes of meetings

- a. Public Sessions: October 25, 2021 and February 24, 2025

- b. Executive Sessions: July 15, 2024; August 12, 2024; December 16, 2024 and January 6, 2025

**8:25 p.m. TOWN MANAGER'S SUPPLEMENTAL REPORT**

**8:30 p.m. SELECT BOARD REPORTS**

**8:40 p.m. ADJOURN**

Nancy Robbins Taylor, Chair  
Select Board

## **OPEN SESSION**

### **COMMITTEE INTERVIEWS**

1. Interview and consider a vote to appoint a representative to the Environmental Advisory Council's Joint Base Cape Cod Community Advisory Council (CAC):
  - a. Robert Crevey
  - b. Dr. K.E. Schrieber



## AGENDA ITEM SUMMARY SHEET

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

**ITEM TITLE:** Interview and consider a vote to appoint a representative to the Environmental Advisory Council's Joint Base Cape Cod Community Advisory Council (CAC)- Robert Crevey

**MEETING DATE:** 3/10/2025

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

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

**ATTACHMENTS:** CAC Vacancy Summary Sheet; email thread explaining recommendation process; Board and Committee Application Form dated March 1, 2025; Resume

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### PURPOSE:

The Select Board will conduct an interview with Robert Crevey and consider his appointment as either the Falmouth representative or as an at-large member to the Environmental Advisory Council's Joint Base Cape Cod Community Advisory Council (CAC).

### BACKGROUND/SUMMARY:

- There is currently one vacant Town of Falmouth representative position and four (4) at-large member positions on the Environmental Advisory Council's Joint Base Cape Cod Community Advisory Council (CAC).

- The Environmental Management Commission (EMC), through Massachusetts Chapter 47 of the Acts of 2002, ensures the protection of the drinking water supply and wildlife habitat on the northern 15,000 acres of Camp Edwards on Joint Base Cape Cod (JBCC).
- The CAC assists the EMC by providing advice on issues related to the protection of the water supply and wildlife habitat within the Training Area.
- A recommendation letter from the Town of Falmouth Select Board to the Governor's Office for appointment by the Governor is required for both the Falmouth representative position as well as for the at-large member positions.
- Robert Crevey submitted his application on March 1, 2025.
- As a member of the Massachusetts Army National Guard since 2014, Mr. Crevey currently serves as the Land Rehabilitation and Maintenance (LRAM) Coordinator.
- Mr. Crevey has indicated that he has no preference as to serving either as the single Falmouth CAC representative or as an at-large member.
- There is no term expiration, the person serves at the pleasure of the Governor.

**DEPARTMENT RECOMMENDATION:**

The Town Manager recommends that the Select Board vote to recommend the appointment of applicant Robert Crevey to serve as the Falmouth representative on the Environmental Advisory Council's Joint Base Cape Cod Community Advisory Council.

**OPTIONS:**

- Motion to recommend the appointment of Robert Crevey to serve as the Falmouth representative on the Environmental Advisory Council's Joint Base Cape Cod Community Advisory Council.
- Motion to recommend the appointment of Robert Crevey to serve as an at-large member on the Environmental Advisory Council's Joint Base Cape Cod Community Advisory Council.

**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 recommend the appointment of applicant Robert Crevey to serve as the Falmouth representative on the Environmental Advisory Council's Joint Base Cape Cod Community Advisory Council.

*Michael Renshaw*

\_\_\_\_\_  
Town Manager

3/6/2025  
Date

Environmental Management Commission (EMC)  
Joint Base Cape Cod (JBCC) - Community Advisory Council (CAC)

(Falmouth representative) (At-large position)

Vacancies:

- 1 Falmouth representative
- 4 At-large members

Two applicants:

- Robert Crevey
- Dr. K.E. Schrieber

## Diane Davidson

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**From:** Pinaud, Leonard (DEP) <leonard.pinaud@mass.gov>  
**Sent:** Thursday, February 13, 2025 6:09 PM  
**To:** Diane Davidson  
**Cc:** michael.a.ciaranca.nfg@army.mil; Kolva, Kathleen A CIV NG MAARNG (USA)  
**Subject:** [EXTERNAL] - RE: Military-Civilian Community Council (MC3) and Community Advisory Council (CAC)  
**Attachments:** Environmental Management Commission Advisory Council Vacancy Announcement 01-2025.pdf

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

Hello Diane,

Thank you for your email. I have attached a vacancy announcement for Environmental Management Commission Advisory Councils for your information. This announcement should be in print, web and radio next week.

The Community Advisory Council (CAC) currently has open seats for council representatives from Falmouth, Mashpee, and several At-Large members. For a Town of Falmouth appointment, a recommendation letter from the Town of Falmouth to the Governor's Office for appointment by the Governor to the Falmouth seat is required.

The Select Board may certainly make a recommendation for an At-Large appointment in addition to a recommendation for the Falmouth seat. A recommendation letter from the Town of Falmouth to the Governor's Office for appointment by the Governor is also required for an At-Large appointment.

Those recommended by the Town should also apply through the Boards and Commissions web site. An application for membership is available online at <https://boards.mass.gov/detail/100345/community-advisory-council>. I am happy to assist with this.

Once contact with the Governor's Office is made, please let the EMC know so that there is follow-up on the recommendation by the EMC.

Please let me know if you require additional information or assistance with the recommendations or the application process.

Thank you.

Len Pinaud

## **Environmental Management Commission Seeks Advisory Council Members**

The Environmental Management Commission (EMC), through Massachusetts Chapter 47 of the Acts of 2002 ensures the protection of the drinking water supply and wildlife habitat on the northern 15,000 acres of Camp Edwards on Joint Base Cape Cod, also known as the Upper Cape Water Supply Reserve.

The EMC is seeking new members for the EMC Community Advisory Council (CAC) and Science Advisory Council (SAC). The CAC assists the EMC by providing advice on issues related to the protection of the water supply and wildlife habitat within the Training Area/Reserve. The CAC currently has open seats for council representatives from Falmouth, Mashpee, and several At-Large members.

The SAC assists the EMC by providing scientific and technical advice relating to the protection of the drinking water supply and wildlife habitat within the Training Area/Reserve, in consideration of Massachusetts Chapter 47 of the Acts of 2002 and the Environmental Performance Standards. Subject matter experts in public health, wildlife habitat management, and land use management are sought for the SAC.

The advisory councils meet two times per year or as needed.

### **How to Apply**

More information about the EMC, CAC and SAC is available by visiting <https://www.mass.gov/info-details/environmental-management-commission-EMC> or by contacting Leonard Pinaud, EMC Environmental Officer, at [leonard.pinaud@mass.gov](mailto:leonard.pinaud@mass.gov).



An application for membership is available online at <https://www.mass.gov/info-details/apply-to-a-board-or-commission> or by scanning the QR code.

## Diane Davidson

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**From:** Pinaud, Leonard (DEP) <leonard.pinaud@mass.gov>  
**Sent:** Tuesday, May 14, 2024 1:27 PM  
**To:** Diane Davidson  
**Cc:** michael.a.ciaranca.nfg@army.mil  
**Subject:** RE: Military-Civilian Community Council (MC3) and Community Advisory Council (CAC)

Diane,

Thank you for reaching out. EMC information is available here:

<https://www.mass.gov/info-details/environmental-management-commission-emc>

The following is a quick explanation of the Environmental Management Commission Community Advisory Council Membership:

The Environmental Management Commission (EMC) Community Advisory Council (CAC) has one (1) family member resident of JBCC vacancy, (1) At-Large vacancy and (1) Falmouth representative vacancy available for appointment. CAC members are appointed by the Governor through the Boards and Commissions Office at the State House. The Boards and Commissions web site has information regarding how to apply for appointment to Boards and Commissions, including the CAC:

<https://boards.mass.gov/detail/100345/community-advisory-council>

The CAC meets a minimum of two times per year, primarily at Joint Base Cape Cod. The meetings are scheduled in the evening from 6-8 pm and are open to the public.

The Upper Cape Water Supply Reserve" or "Reserve", is a parcel of land within the northern portion of Joint Base Cape Cod of 15,000 acres (co-located with Camp Edwards) and is public conservation land dedicated to the natural resource purposes of water supply, wildlife habitat protection and the development and construction of public water supply systems, and the use and training of the military forces of the commonwealth; provided that, such military use and training is compatible with the natural resource purposes of water supply and wildlife habitat protection.

The Environmental Management Commission, created within the Executive Office of Environmental Affairs, consists of the Commissioner of the Department of Fish and Game; the Commissioner of the Department of Conservation and Recreation; and the Commissioner of the Department of Environmental Protection. The EMC oversees and monitors the military and other activities on the Reserve in accordance with c. 47. The purpose of the EMC is to ensure the permanent protection of the drinking water supply and wildlife habitat of the Reserve. The EMC ensures, by oversight, monitoring, and evaluation, that all military and other activities on the Reserve are consistent with this purpose. The EMC oversees compliance with and enforcement of the Environmental Performance Standards, coordinates the actions of the environmental agencies of the Commonwealth in the enforcement of environmental laws and regulations at the Reserve, as appropriate, and facilitates an open and public review of all activities on the Reserve.

The commission is assisted by 2 advisory councils: A Community Advisory Council, which is comprised of the following members: 1 representative of each of the towns of Falmouth, Bourne, Sandwich and Mashpee; 1 family member resident of JBCC; 2 representatives of the military; 1 representative of the Cape Cod Commission; 1 representative of the Upper Cape Regional Water Supply Cooperative; 1 representative of the Wampanoag Tribe; and 5 other (At-Large) members to be appointed by the Governor, but the town representatives shall be recommended by the towns' respective boards of selectmen; the family member resident of the JBCC shall be selected from among a list of 5 persons

provided by the Commander of the Coast Guard Air Station Cape Cod; the military representatives shall be recommended by the Military Division of the Commonwealth; the Cape Cod Commission representative shall be recommended by the Cape Cod Commission; the Upper Cape Regional Water Supply Cooperative representative shall be recommended by the Upper Cape Regional Water Supply Cooperative; and the Wampanoag Tribe representative shall be recommended by the tribal leadership. The CAC shall assist the EMC by providing advice on issues related to the protection of the water supply and wildlife habitat on the Reserve.

I am happy to assist with the Town of Falmouth recommendation for appointment to the CAC.

Len Pinaud



**Leonard J. Pinaud**

Executive Director/Environmental Officer  
Commonwealth of Massachusetts  
Executive Office of Energy & Environmental Affairs  
**Environmental Management Commission**  
Phone 617-694-2644  
Email [leonard.pinaud@mass.gov](mailto:leonard.pinaud@mass.gov)  
Building 3468, Beaman Street, Camp Edwards,  
Massachusetts, USA 02542-5003  
[www.mass.gov](http://www.mass.gov)

**From:** Diane Davidson <diane.davidson@falmouthma.gov>  
**Sent:** Tuesday, May 14, 2024 11:12 AM  
**To:** michael.a.ciaranca.nfg@army.mil; Pinaud, Leonard (DEP) <leonard.pinaud@mass.gov>  
**Subject:** FW: Military-Civilian Community Council (MC3) and Community Advisory Council (CAC)

CAUTION: This email originated from a sender outside of the Commonwealth of Massachusetts mail system. Do not click on links or open attachments unless you recognize the sender and know the content is safe.

Dear Mr. Ciaranca, and Mr. Pinaud,

The Town of Falmouth representative position (formerly held by Ray Jack) is vacant on the JBCC Community Advisory Council. Would you have a charge or mission statement and any qualifications required of prospective members that you can email to me? This position is still vacant, and we have readvertised the vacancy.

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@falmouthma.gov](mailto:diane.davidson@falmouthma.gov)



Please note that the Massachusetts Secretary of State has determined that most email correspondence is public record and therefore cannot be kept confidential.

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**From:** Rendon, Paul E NFG NG MAARNG (USA) <[paul.e.rendon2.nfg@army.mil](mailto:paul.e.rendon2.nfg@army.mil)>  
**Sent:** Thursday, February 29, 2024 10:40 AM  
**To:** Diane Davidson <[diane.davidson@falmouthma.gov](mailto:diane.davidson@falmouthma.gov)>  
**Cc:** Ciaranca, Michael A NFG NG MAARNG (USA) <[michael.a.ciaranca.nfg@army.mil](mailto:michael.a.ciaranca.nfg@army.mil)>; Pinaud, Leonard (DEP) <[leonard.pinaud@mass.gov](mailto:leonard.pinaud@mass.gov)>  
**Subject:** RE: Military-Civilian Community Council (MC3) and Community Advisory Council (CAC)

Diane,  
Good afternoon and thank you for reaching out to me about this. Attached is the Charter for the MC3 that states on Page 3, Para 4.c. and Page 5, Para 4.p., that each of the surrounding Towns can select their Representative and Alternate to be a member of the MC3. Simply send me a Letter stating who your primary and alternate representatives will be and I'll include them in all MC3 correspondence and meeting invites.

Regarding the CAC, I'm copying Len Pinaud, the EMC Environmental Officer, who can assist you with assigning a Falmouth member to the CAC.

Thank you and let me know if you have any questions.

v/r,

Paul E. Rendon, LEED-AP, PMP  
Commonwealth of Massachusetts, Military Division  
Joint Base Cape Cod (JBCC)  
JBCC Executive Officer  
Building 3468, Beaman Street  
Camp Edwards, MA 02542  
c: 774.327.0643

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**From:** Diane Davidson <[diane.davidson@falmouthma.gov](mailto:diane.davidson@falmouthma.gov)>  
**Sent:** Wednesday, February 28, 2024 11:29 AM  
**To:** Rendon, Paul E NFG NG MAARNG (USA) <[paul.e.rendon2.nfg@army.mil](mailto:paul.e.rendon2.nfg@army.mil)>  
**Subject:** Military-Civilian Community Council (MC3) and Community Advisory Council (CAC)

Dear Paul,

The Town of Falmouth representative position (formerly held by Ray Jack) is vacant on the Military-Civilian Community Council and on the Community Advisory Council. Would you have a charge or mission statement and any qualifications required of prospective members that you can email to me for each of these committees?

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@falmouthma.gov](mailto:diane.davidson@falmouthma.gov)



*When responding, please be aware that the Massachusetts Secretary of State has determined that most email correspondence is public record and therefore cannot be kept confidential.*

Robert Crevey

March 10, 2025



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: Robert Crevey

Address: 16 Turner Road Village: E Falmouth ZIP: 02536

Mailing Address: 16 Turner Road Village: E Falmouth ZIP: 02536

Telephone: [REDACTED] [REDACTED]

How long have you been a Resident  (date: 6/2014) / Taxpayer  (date: 6/2014)

Amount of time you are available to give: Available to attend all meetings

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

- JBCC Community Advisory Council
- \_\_\_\_\_
- \_\_\_\_\_

Seeking: Permanent Position  Alternate Position

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

Relevant affiliation and work and personal experiences: I have worked over ten years as the Land Rehabilitation and Maintenance Coordinator for the Mass. Army National Guard on JBCC. Former Active Duty Army Officer. NWCG qualified wildland firefighter with over 70 prescribed burns on JBCC. Graduate Degrees in Environmental Science and Policy.

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

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

In my role as the LRAM coordinator for the Natural Resources/ITAM program on JBCC, I have spent over ten years managing Army training areas, restoring pine barrens habitat on the base, conducting prescribed fire, and coordinating with National Guard leadership. I am highly informed on matters occurring on the base and their potential effects. As a former active duty Army officer, I am aware of the training needs of soldiers and assigned units. As a holder of graduate degrees in environmental affairs, I understand the rarity and value of JBCC's habitat.

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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>Len Pinaud</u>	<u>Env. Officer, JBCC</u>	<u>[REDACTED]</u>
2.	<u>Mike Ciaranca</u>	<u>Env. and Readiness Center Lead</u>	<u>[REDACTED]</u>
3.	<u>Jake McCumber</u>	<u>NR/ITAM Program Manager</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.

3/1/2025  
DATE

CREVEY.ROBERT.JOSEPH  
PH.1233579471

Digitally signed by  
CREVEY.ROBERT.JOSEPH.1233579471  
Date: 2025.03.01 18:13:23 -05'00'

\_\_\_\_\_  
APPLICANT'S SIGNATURE

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

ROBERT J. CREVEY

**OBJECTIVE** To seek appointment to the Community Advisory Council on Joint Base Cape Cod.

**SKILLS & ABILITIES** Pine Barrens and Training Area Restoration Specialist. Project Designer and Manager. Wildland Firefighter. Equipment Operator.

**EXPERIENCE** **LAND REHABILITATION AND MAINTENANCE COORDINATOR – MASSACHUSETTS ARMY NATIONAL GUARD**

June, 2014 - Present

LRAM Coordinator on Camp Edwards, MA. In ten years, has conducted 15 projects to rehabilitate over 45 acres of historically used training sites and return them to training function.

Has conducted a separate 15 projects to restore over 700 acres of overstocked closed canopy forests to pine barrens or grassland conditions, increasing habitat value and decreasing wildland fire fuel loading. Is planning future projects to further increase habitat, build resiliency against southern pine beetle infestations, and reduce fire risk.

Serves on the MAARNG wildland fire crew and has conducted over 80 prescribed burns. Is a NWCG-certified Firing Boss and Engine Boss and is a Burn Boss Type III trainee.

Constantly coordinates with other on-base agencies such as Range Operations, CFMO and DOL. Coordinates with partner agencies like DFW and DCR. Works with EMC Environmental Officer and initiates project review to ensure EMC awareness and approval of projects.

Serves as the Integrated Pest Management Coordinator for the MAARNG.

**LAND REHABILITATION AND MAINTENANCE COORDINATOR – FORT LEONARD WOOD, MO**

August, 2010 – May, 2014

Responsible for rehabilitation and maintenance of 53,000 acres of training land on Fort Leonard Wood, a high training-tempo active-duty Army installation, including 175 designated training areas and 50 ranges.

Designed and implemented BMPs that incorporate runoff and erosion/sediment control, revegetation, unpaved road construction/maintenance, forest thinning.

**ACTIVE DUTY, U.S. ARMY**

May, 1999 – July, 2004

Enlisted Infantryman and Air Defense Artillery Officer

EDUCATION

**INDIANA UNIVERSITY, IN – MS ENVIRONMENTAL SCIENCE**

Ecology, Wetlands Restoration, Environmental Chemistry

**INDIANA UNIVERSITY, IN – MPA ENVIRONMENTAL POLICY**

Environmental Law, Economics, Budgeting and Administration

**NEW YORK UNIVERSITY, NY – BA**

English Literature

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REFERENCES

**LEONARD PINAUD**

EMC Environmental Officer – Dept of Environmental Protection

leonard.pinaud@mass.gov

**JAKE MCCUMBER**

Natural Resources & Training Lands Manager, MAARNG

jacob.mccumber@mass.gov

**MICHAEL CIARANCA**

Environmental Office, MAARNG

michael.a.ciaranca.nfg@army.mil



## AGENDA ITEM SUMMARY SHEET

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

**ITEM TITLE:** Interview and consider a vote to appoint a representative to the Environmental Advisory Council's Joint Base Cape Cod Community Advisory Council (CAC)- Dr. K.E. Schrieber

**MEETING DATE:** 3/10/2025

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

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

**ATTACHMENTS:** Board and Committee Application Form dated March 4, 2025; Cover Letter and Resume

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### PURPOSE:

The Select Board will conduct an interview with Dr. K.E. Schrieber and consider her appointment to the Environmental Advisory Council's Joint Base Cape Cod Community Advisory Council (CAC).

### BACKGROUND/SUMMARY:

- There is currently one vacant Town of Falmouth representative position and four (4) at-large member positions on the Environmental Advisory Council's Joint Base Cape Cod Community Advisory Council (CAC).

- The Environmental Management Commission (EMC), through Massachusetts Chapter 47 of the Acts of 2002, ensures the protection of the drinking water supply and wildlife habitat on the northern 15,000 acres of Camp Edwards on Joint Base Cape Cod (JBCC).
- The CAC assists the EMC by providing advice on issues related to the protection of the water supply and wildlife habitat within the Training Area.
- A recommendation letter from the Town of Falmouth Select Board to the Governor's Office for appointment by the Governor is required for both the Falmouth representative position as well as for the at-large member positions.
- Dr. K.E. Schrieber submitted her application on March 4, 2025.
- Dr. K.E. Schrieber has an extensive background working with a variety of environmental organizations and possesses a Doctor of Musical Arts degree.
- There is no term expiration for this position, the appointee serves at the pleasure of the Governor.

**DEPARTMENT RECOMMENDATION:**

The Town Manager recommends that the Select Board vote to recommend to the Governor's Office the appointment of Dr. K.E. Schrieber to serve as an at-large member of the Environmental Advisory Council's Joint Base Cape Cod Community Advisory Council.

**OPTIONS:**

- Motion to recommend the appointment of Dr. K.E. Schrieber to the Governor's Office for the position of at-large member of the Environmental Advisory Council's Joint Base Cape Cod Community Advisory Council.
- Motion to deny the recommendation for the appointment of Dr. K.E. Schrieber to the Governor's Office for the position of at-large member of the Environmental Advisory Council's Joint Base Cape Cod Community Advisory Council.
- Some other Board identified 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 recommend to the Governor's Office the appointment of Dr. K.E. Schrieber to serve as an at-large member of the Environmental Advisory Council's Joint Base Cape Cod Community Advisory Council.

*Michael Renshaw*

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Town Manager

3/6/2025

Date



TOWN OF FALMOUTH

BOARD, COMMITTEE OR COMMISSION  
APPLICATION FORM

If you are interested in serving the Town of Falmouth in any capacity, please fill out this form and mail it to the Select Board, Falmouth Town Hall, 59 Town Hall Square, Falmouth, MA 02540, 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: K. E. Schrieber

Address: 183 Acapesket Rd Village: E Falmouth ZIP: 02536

Mailing Address: 183 Acapesket Rd Village: E Falmouth ZIP: 02536

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident 04/24 (date: ) / Taxpayer 09/17 (date: )

Amount of time you are available to give: variable

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

1. Environmental Management Commission (EMC) Community Advisory Council (CAC)
2. \_\_\_\_\_
3. \_\_\_\_\_

Seeking: Permanent Position  Alternate Position

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

Relevant affiliation and work and personal experiences: \_\_\_\_\_

A member of numerous environmental organizations, I believe in strong community controls over our shared natural resources, and have worked with those advocating for our water supplies and wildlife habitat protection. I closely followed recent negotiations concerning the appropriate uses of the northern 15,000 acres of JBCC.

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

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

I have experience working with and managing a wide range of stakeholders. Not only do I have experience running arts organizations in Indonesia and Australia, most recently I also have worked on Navy government contracts. I believe this diverse background has given me significant skills in understanding multiple viewpoints, and an ability to work well with a wide range of personalities and temperaments. I am highly organized and excel at seeing the large picture as well as the details, and at making connections that may not at first be obvious.

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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.	Marcia Lych	Retired Teacher	██████████
2.	Kim Suhr	Director, Red Oak Writing	██████████
3.	Rachel Prabhakar	Owner, Integral Pilates	██████████

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.

04 March 2025  
\_\_\_\_\_  
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.

K.E. Schrieber  
183 Acapesket Road  
East Falmouth, MA 02536



26 February 2025

I am writing to express my interest in serving on the Environmental Management Commission (EMC) Community Advisory Council (CAC).

Most recently, I worked providing program support to a Navy project as a government contractor. I was responsible for language and cultural expertise, operating in a virtual environment. I am currently self-employed working as an artist in Falmouth.

Not only do I have recent experience supporting various government contracts, but also extensive experience working in management. During 20 years in Indonesia, I ran a successful arts center that promoted and preserved the traditional arts of East Java. I managed a large team of community partners: musicians and performers, as well as guest artists and international students. Following this, I again worked managing an arts organization in Perth, Western Australia: updating their website and social media accounts; writing their newsletters and promotional material; developing grant reports for funders; providing strategic planning; and coordinating multiple projects and events that supported local arts and artists. I often represented the organization to external stakeholders.

I believe this portfolio career – informed overall by working with a wide range of stakeholders -- makes me uniquely suited to take on the responsibilities associated with becoming a member of the EMC Community Advisory Council (CAC).

As a homeowner in Falmouth, I am excited to align my activities with my real life values. Deeply concerned about the degradation of the environment, I aim to act locally as much as possible. Supporting the Environmental Management Commission as a member of the Community Advisory Council would allow me to truly contribute to climate solutions, starting locally within Falmouth and serving the Upper Cape community.

Thank you for your kind consideration,

K. E. Schrieber

# K. E. SCHRIEBER

183 Acapesket Road, East Falmouth, MA 02536 | [REDACTED]

## Resume

### SECURITY INFORMATION

Clearance: TS/SCI eligible

Government Sponsor: DoD

Polygraph Date: 2018

### PROFESSIONAL EXPERIENCE

Intelligence Analyst Senior / Virtual Operations Officer 08/2020 - 04/2024

Science Applications International Corporation (SAIC), Crystal City, VA.

Supervisor: Abdulwali A. Ali; abdulwali.a.ali@saic.com

- Senior language and cultural linguist/analyst for the U.S Navy using open source and social media for counterterrorism and counterintelligence targeting, specifically in Indonesia and Southeast Asia.
- SME within the CT, CI, Force Protection and open source world.
- Strong written, research and analytical skills and the ability to identify and define problems and solutions within diverse contexts. Experienced and detail oriented, motivated independent researcher.
- Applied Indonesian, Javanese, English and Mandarin language skills; cultural expertise used in a Virtual Operational Environment to navigate social media, open source and relevant forums/websites; identify and report on potential CI/CT targets and trends
- Collaborate with intelligence and analysis operations to provide essential new information using cultural and historical expertise on Indonesia and Southeast Asia; Combat international events within relevant functional area; identify and produce incident, threat, and informational reports
- Provide summaries, full transcripts, and translations of audio, video and written materials
- Excellent cross-cultural and communication skills; Ability to identify and define problems and solutions

Intelligence Educator Foreign Language - Indonesian

04/2019 – 08/2020

Central Intelligence Agency, McLean, VA

### EDUCATION

PhD, Doctor of Musical Arts (DMA) 2014

The University of Western Australia, School of Music

Dissertation title: Srimaya's Fall: A Work of Javanese Theatricality, and Intercultural Arts in Practice

Graduate Diploma of Arts Management 2010

Western Australian Academy of the Performing Arts

MA, Anthropology 1990

The University of Virginia

Thesis title: Power in the East Javanese Jaranan and Wayang Topeng

BA, English 1984

University of Wisconsin-Madison

## COMPUTER SKILLS

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- Operating Systems: XP, Vista, Microsoft Office, Windows, Mac OS X, iOS
- Extensive use of virtual machines with VPNs, social media platforms Telegram, X, Wickr, Reddit, Facebook, Instagram, YouTube, Signal, WhatsApp, TikTok.

## LANGUAGES

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- Fluent speaking, reading, writing English, Indonesian, Javanese and French
- basic Arabic
- Advanced Beginner Mandarin

## OTHER PROFESSIONAL EXPERIENCE

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Lecturer, Ethnomusicology Salem State University, Salem MA	2014 - 2015
Performing and Teaching Artist in Residence, Perth WA Western Australia Education Department and University of Western Australia, Perth	2010 - 2013
<ul style="list-style-type: none"><li>- Javanese performance and instruction</li></ul>	
Lecturer and Research Assistant, Ethnomusicology University of Western Australia School of Music, Perth, Western Australia	2010
Recruited participants, conducted and transcribed participant interviews, wrote up results	
Operations Manager Equity Benevolent Guild of Western Australia, Perth, Western Australia	2011 - 2013
<ul style="list-style-type: none"><li>- Budget, operational and strategic management of the organization and its properties</li><li>- Maintenance of the Guild website and social media</li><li>- Management and coordination of the 2011 and 2013 Equity Guild Live Professional Theatre Awards</li></ul>	
Managing Director Mangun Dharma Art Center, Malang, East Java, Indonesia	1990 – 2009
<ul style="list-style-type: none"><li>- Grew the art center from small regional organization to nationally recognized cultural center</li><li>- Produced performances that reinvigorated traditional arts throughout the archipelago</li><li>- Provided strategic, operational, event and program management, including lessons, workshops and performances in the traditional arts for domestic and international guests and students (USA, Australia, Japan, Switzerland and England)</li></ul>	
Lead performer, presenter and editor of Javanese language cultural programs Aired on JTV (JAWA POS TV), Surabaya, Indonesia: Elizabeth Sings and Mixing It Up East Java	2006 – 2008
Guest performances throughout Indonesia	1990 – 2009
<ul style="list-style-type: none"><li>- Indonesian national television and for former Indonesian Presidents Megawati Sukarnoputri and Susilo Bambang Yudhoyono.</li></ul>	
Contract Translator and Consecutive Interpreter	1998 – 2000
<ul style="list-style-type: none"><li>- Swiss Contact, Malang, East Java, Indonesia</li><li>- Caltex Indonesia, Sumatra, Indonesia</li><li>- East Java Government</li></ul>	

## OPEN SESSION

### PUBLIC HEARINGS

1. Consider a vote to approve an application for the Transfer of an All-Alcoholic Beverages Restaurant License – Quicks Hole Taqueria, LLC d/b/a Quicks Hole Taqueria, 28 Water Street, Unit C. An application for a Common Victualler License is also in process.  
**(5 minutes)**



## AGENDA ITEM SUMMARY SHEET

**ITEM NUMBER:** Public Hearing 1.

**ITEM TITLE:** Consider a vote to approve an application for the Transfer of an All-Alcoholic Beverages Restaurant License- Quicks Hole Taqueria, LLC d/b/a Quicks Hole Taqueria, 28 Water Street, Unit C (an application for a Common Victualler License is also in process).

**MEETING DATE:** 3/10/2025

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

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

**ATTACHMENTS:** Notice of Liquor License Hearing, publication date February 28, 2025; Licensing Authority Certification Form; License Application Review Form; Application for a Transfer of License dated February 12, 2025; TIPS Certificate; Building floor plan; email thread from staff reviewers

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### PURPOSE:

The Select Board is conducting a public hearing in accordance with Chapter 138 of the General Laws, as amended, to consider an application for the Transfer of an All-Alcoholic Beverages Restaurant License- Quicks Hole Taqueria, LLC d/b/a Quicks Hole Taqueria, 28 Water Street, Unit C (an application for a Common Victualler License is also in process).

### BACKGROUND/SUMMARY:

- The applicant submitted an Application for a Transfer of License on February 12, 2025 (see attached) to request the transfer of license 00147-RS-0390 from the Transferor

Entity Quicks Hole LLC d/b/a Quicks Hole Taqueria to Quicks Hole Taqueria, LLC d/b/a Quicks Hole Taqueria.

- An application for a Common Victualler license is also pending.
- The applicant will not change the menu from the original Quicks Hole, LLC d/b/a Quicks Hole Taqueria menu.
- Both the Fire Rescue Department and Health Department have reviewed the application and have no objections to its approval.

**DEPARTMENT RECOMMENDATION:**

Following the public hearing, the Town Manager recommends that the Select Board approve the application for the Transfer of an All-Alcoholic Beverages Restaurant License- Quicks Hole Taqueria, LLC d/b/a Quicks Hole Taqueria, 28 Water Street, Unit C as presented.

**OPTIONS:**

- Motion to approve the application for the Transfer of an All-Alcoholic Beverages Restaurant License- Quicks Hole Taqueria, LLC d/b/a Quicks Hole Taqueria, 28 Water Street, Unit C, as presented.
- Motion to deny approval of the application for the Transfer of an All-Alcoholic Beverages Restaurant License- Quicks Hole Taqueria, LLC d/b/a Quicks Hole Taqueria, 28 Water Street, Unit C.

**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:**

Following the public hearing, the Town Manager recommends that the Select Board approve the application for the Transfer of an All-Alcoholic Beverages Restaurant License- Quicks Hole Taqueria, LLC d/b/a Quicks Hole Taqueria, 28 Water Street, Unit C as presented.

*Michael Renshaw*

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Town Manager

3/5/2025

Date



## LIQUOR LICENSE HEARING

Notice is hereby given under Chapter 138 of the General Laws, as amended, that Quicks Hole Taqueria, LLC d/b/a Quicks Hole Taqueria has applied for a Transfer of an All Alcoholic Beverages Restaurant License located at 28 Water Street, Unit C, Woods Hole, MA. An application for a Common Victualler License has also been submitted.

A hearing on the above application will be held at the Falmouth Senior Center in the Old Silver/Surf Drive Program Rooms at 780 Main Street on Monday, March 10, 2025, at 6:45 pm.

Comments may be sent to [selectboard@falmouthma.gov](mailto:selectboard@falmouthma.gov).

Per order of the Select Board

LICENSING BOARD

Nancy Robbins Taylor

Edwin P. Zylinski, II

Douglas C. Brown

Onjalé Scott Price

Robert P. Mascali

*Publication date: Friday, February 28, 2025; Falmouth Enterprise  
Account #2056*



The Commonwealth of Massachusetts  
Alcoholic Beverages Control Commission

For Reconsideration

LICENSING AUTHORITY CERTIFICATION

Falmouth  
City/Town

ABCC License Number

TRANSACTION TYPE (Please check all relevant transactions):

The license applicant petitions the Licensing Authorities to approve the following transactions:

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

APPLICANT INFORMATION

Name of Licensee:  DBA:

Street Address:  Zip Code:

Manager:

Granted under Special Legislation? Yes  No

If Yes, Chapter  of the Acts of (year)

Type:  (i.e. restaurant, package store)

Class:  (Annual or Seasonal)

Category:  (i.e. Wines and Malts / All Alcohol)

DESCRIPTION OF PREMISES Complete description of the licensed premises

Two entrances/exits on Luscombe & to parking lot. Restaurant consists of 20 seats. 10'x20' deck surrounded by fencing, with a 4' space allowing for access to street & access to restaurant from the back deck area & with a seating capacity of 20 seats.

LOCAL LICENSING AUTHORITY INFORMATION

Application filed with the LLA: Date:  Time:

Advertised: Yes  No  Date Published:  Publication:

Abutters Notified: Yes  No  Date of Notice:

Date APPROVED by LLA:  Decision of the LLA:

Additional remarks or conditions (E.g. Days and hours)

For Transfers ONLY:  
Seller License Number:  Seller Name:

The Local Licensing Authorities By:


Alcoholic Beverages Control Commission  
Ralph Sacramone  
Executive Director

**LICENSE APPLICATION REVIEW**

Restaurant/Business: Quick's Hole Taqueria, LLC d/b/a Quicks Hole Taqueria

Address: \_\_\_\_\_

License Type: All Alcoholic Beverages Restaurant License

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

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

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

Police \_\_\_\_\_

Fire No Objections

Building \_\_\_\_\_

Health No Issues

Zoning \_\_\_\_\_

Planning \_\_\_\_\_

DPW \_\_\_\_\_

**NOTES:**

An application for a Common Victualler License is also in process.

The applicant will not change the menu from the original Quicks Hole, LLC d/b/a Quicks Hole Taqueria menu. *(The name of current owner which is very similar is Quicks Hole, LLC d/b/a Quicks Hole Taqueria.)*

Certification of Liquor Liability Insurance is pending.



The Commonwealth of Massachusetts  
 Alcoholic Beverages Control Commission  
 95 Fourth Street, Suite 3, Chelsea, MA 02150-2358  
 www.mass.gov/abcc

**APPLICATION FOR A TRANSFER OF LICENSE**

Municipality

**1. TRANSACTION INFORMATION**

- Transfer of License
- Alteration of Premises
- Change of Location
- Management/Operating Agreement
- Pledge of Inventory
- Pledge of License
- Pledge of Stock
- Other
- Change of Class
- Change of Category
- Change of License Type (\$12 ONLY, e.g. "club" to "restaurant")

Please provide a narrative overview of the transaction(s) being applied for. On-premises applicants should also provide a description of the intended theme or concept of the business operation. Attach additional pages, if necessary.

40 seat indoor/outdoor seating counter service Taqueria, serving baja style mexican food and drinks, including alcoholic beverages. Operating in the same manor as previous owner with no change of seating structure.

**2. LICENSE CLASSIFICATION INFORMATION**

ON/OFF-PREMISES	TYPE	CATEGORY	CLASS
On-Premises	§12 Restaurant	All Alcohol	Seasonal

**3. BUSINESS ENTITY INFORMATION**

The entity that will be issued the license and have operational control of the premises.

Current or Seller's License Number  FEIN

Entity Name

DBA  Manager of Record

Street Address

Phone  Email

Add'l Phone  Website

**4. DESCRIPTION OF PREMISES**

Please provide a complete description of the premises to be licensed, including the number of floors, number of rooms on each floor, any outdoor areas to be included in the licensed area, and total square footage. If this application alters the current premises, provide the specific changes from the last approved description. You must also submit a floor plan.

Two entrances/exits on Luscombe & to parking lot. Restaurant consists of 20 seats. 10'X20' deck surrounded by fencing, with a 4' space allowing for access to street & access to restaurant from the back deck area & with seating capacity of 20 seats.

Total Sq. Footage	<input type="text" value="1608"/>	Seating Capacity	<input type="text" value="40"/>	Occupancy Number	<input type="text" value="40"/>
Number of Entrances	<input type="text" value="2"/>	Number of Exits	<input type="text" value="2"/>	Number of Floors	<input type="text" value="1"/>

**APPLICATION FOR A TRANSFER OF LICENSE**

**5. CURRENT OFFICERS, STOCK OR OWNERSHIP INTEREST**

Transferor Entity Name  By what means is the license being transferred?

List the individuals and entities of the current ownership. Attach additional pages if necessary utilizing the format below.

Name of Principal	Title/Position	Percentage of Ownership
<input type="text" value="Elizabeth S. Colt"/>	<input type="text" value="member"/>	<input type="text" value="51%"/>
<input type="text" value="Peter K. Simonds"/>	<input type="text" value="member"/>	<input type="text" value="49%"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

**6. PROPOSED OFFICERS, STOCK OR OWNERSHIP INTEREST**

List all individuals or entities that will have a direct or indirect, beneficial or financial interest in this license (E.g. Stockholders, Officers, Directors, LLC Managers, LLC Members, LLP Partners, Trustees etc.). Attach additional page(s) provided, if necessary, utilizing Addendum A.

- The individuals and titles listed in this section must be identical to those filed with the Massachusetts Secretary of State.
- The individuals identified in this section, as well as the proposed Manager of Record, must complete a CORI Release Form.
- Please note the following statutory requirements for Directors and LLC Managers:  
**On Premises (E.g. Restaurant/ Club/Hotel) Directors or LLC Managers** - At least 50% must be US citizens;  
**Off Premises(Liquor Store) Directors or LLC Managers** - All must be US citizens and a majority must be Massachusetts residents.
- If you are a Multi-Tiered Organization, please attach a flow chart identifying each corporate interest and the individual owners of each entity as well as the Articles of Organization for each corporate entity. Every individual must be identified in Addendum A.

<input type="text" value="Emilia Tartaro"/>	<input type="text" value="523 Woods Hole Rd Woods Hole MA 02543"/>	<input type="text"/>	<input type="text"/>
<input type="text" value="member"/>	<input type="text" value="51%"/>	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> Yes <input type="radio"/> No
<input type="text" value="Gregory Joyce"/>	<input type="text" value="523 Woods Hole Rd Woods Hole, MA 02543"/>	<input type="text"/>	<input type="text"/>
<input type="text" value="member"/>	<input type="text" value="49%"/>	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> Yes <input type="radio"/> No
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Yes <input type="radio"/> No
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Yes <input type="radio"/> No

APPLICATION FOR A TRANSFER OF LICENSE

6C. DISCLOSURE OF LICENSE DISCIPLINARY ACTION

Have any of the disclosed licenses listed in question 6A or 6B ever been suspended, revoked or cancelled?
Yes [ ] No [x] If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Table with 4 columns: Date of Action, Name of License, City, Reason for suspension, revocation or cancellation. All cells are empty.

7. CORPORATE STRUCTURE

Entity Legal Structure [ LLC ]

Date of Incorporation [ 01/24/2025 ]

State of Incorporation [ Massachusetts ]

Is the Corporation publicly traded? [ ] Yes [x] No

8. OCCUPANCY OF PREMISES

Please complete all fields in this section. Please provide proof of legal occupancy of the premises.

- If the applicant entity owns the premises, a deed is required.
• If leasing or renting the premises, a signed copy of the lease is required.
• If the lease is contingent on the approval of this license, and a signed lease is not available, a copy of the unsigned lease and a letter of intent to lease, signed by the applicant and the landlord, is required.
• If the real estate and business are owned by the same individuals listed in question 6, either individually or through separate business entities, a signed copy of a lease between the two entities is required.

Please indicate by what means the applicant will occupy the premises

[ Lease ]

Landlord Name [ Luscombe Ave LLC ]

Landlord Phone [REDACTED]

Landlord Email [ beth@woodsholeco.com ]

Landlord Address [ 28 Water St Woods Hole MA 02543 ]

Lease Beginning Date [ 03/01/2025 ]

Rent per Month [REDACTED]

Lease Ending Date [ 04/30/2028 ]

Rent per Year [REDACTED]

Will the Landlord receive revenue based on percentage of alcohol sales? [ ] Yes [x] No

9. APPLICATION CONTACT

The application contact is the person who the licensing authorities should contact regarding this application.

Name: [ Emilia Tartaro ]

Phone: [REDACTED]

Title: [ manager ]

Email: [REDACTED]

### ADDITIONAL INFORMATION

Please utilize this space to provide any additional information that will support your application or to clarify any answers provided above.

In Question #8 The landlord, Luscombe Ave LLC, also owns The Woods Hole Inn. Quicks Hole Taqueria is located on the street level in the same building as The Woods Hole Inn. Therefore the landlord and Quicks Hole Taqueria share the same street address, with the exception being, Quicks Hole Taqueria is Unit C.

## 12. MANAGER APPLICATION

### A. MANAGER INFORMATION

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

Proposed Manager Name  Date of Birth

Residential Address

Email  Phone

Please indicate how many hours per week you intend to be on the licensed premises

### B. CITIZENSHIP/BACKGROUND INFORMATION

Are you a U.S. Citizen/Qualified Alien under the Immigration and Nationality Act?  Yes  No

If yes, attach one of the following documents: US Passport, Voter's Certificate, Birth Certificate, Naturalization Papers, Permanent Resident Card "Green Card," or Employment Authorization Document.

Have you ever been convicted of a state, federal, or military crime?  Yes  No

If yes, fill out the table below and attach an affidavit providing the details of any and all convictions. Attach additional pages, if necessary, utilizing the format below.

Date	Municipality	Charge	Disposition

### C. EMPLOYMENT INFORMATION

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

Start Date	End Date	Position	Employer	Supervisor Name
01/2019	04/2025	barista	Java Jo's	Ryan Corbin
03/2016	10/2018	bartender/server	Bleu Boheme	Ken Irvine
04/2010	01/2016	inn keeper/ restaurant manager	Quicks Hole LLC	Beth Colt

### D. PRIOR DISCIPLINARY ACTION

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

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

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

Manager's Signature  Date



The Commonwealth of Massachusetts, William Francis Galvin  
**Corporations Division**

One Ashburton Place - Floor 17, Boston MA 02108-1512 | Phone: 617-727-9640

**Certificate of Organization**

(General Laws, Chapter 156C, Section 12)

Filing Fee: \$500.00

Identification Number:	001864217	(number will be assigned)
------------------------	-----------	---------------------------

1. The exact name of the limited liability company is:  QUICKS HOLE TAQUERIA LLC
--

2. The address in the Commonwealth where the records will be maintained:  Number and street: 28 WATER STREET UNIT C  Address 2:  City or town: WOODS HOLE State: MA Zip code: 02543  Country: UNITED STATES
---

3. The general character of business (if the limited liability company is organized to render professional service, this form must be filed by fax, mail or in person):  COUNTER SERVICE TAQUERIA RESTAURANT FOCUSED ON QUICK SERVICE DINNING ACROSS FROM THE MARTHAS VINEYARD FERRY IN WOODS HOLE. INDOOR AND OUTDOOR SEATING AVAILABLE. SOURCING LOCAL INGREDIENTS, WHILE MAKING CUISINE FROM SCRATCH. SERVING ALCOHOL WITH A SEASONAL FULL LIQUOR LICENSE.
---

4. The latest date of dissolution, if specified: (mm/dd/yyyy)
---

5. The name and address of the Resident Agent:  Agent name: EMILIA TARTARO  Number and street: 156 LOCUST ST  Address 2:  City or town: FALMOUTH State: MA Zip code: 02540
--

I EMILIA TARTARO,  resident agent of the above limited liability company, consent to my appointment as the resident agent of the above limited liability company pursuant to G. L. Chapter 156C Section 12.
---

6. The name and business address of each manager, if any:			
<table border="1"><thead><tr><th>Title</th><th>Name</th><th>Address</th></tr></thead></table>	Title	Name	Address
Title	Name	Address	

MANAGER	EMILIA IRENE TARTARO	28 WATER ST UNIT C WOODS HOLE, MA 02543 USA
MANAGER	GREGORY DIRAL JOYCE JR	28 WATER ST UNIT C WOODS HOLE, MA 02543 USA

7. The name and business address of the person(s) in addition to the manager(s), authorized to execute documents to be filed with the Corporations Division, and at least one person shall be named if there are no managers.

Title	Name	Address

8. The name and business address of the person(s) authorized to execute, acknowledge, deliver and record any recordable instrument purporting to affect an interest in real property:

Title	Name	Address
REAL PROPERTY	EMILIA IRENE TARTARO	28 WATER ST UNIT C WOODS HOLE, MA 02543 USA
REAL PROPERTY	GREGORY DIRAL JOYCE JR	28 WATER ST UNIT C WOODS HOLE, MA 02543 USA

9. Additional matters:

10. This certificate is effective at the time and on the date approved by the Division, unless a later effective date not more than ninety (90) days from the date of filing is specified:

Later Effective Date (mm/dd/yyyy):                      Time (HH:MM)

SIGNED UNDER THE PENALTIES OF PERJURY, this 24 Day of January, 2025,

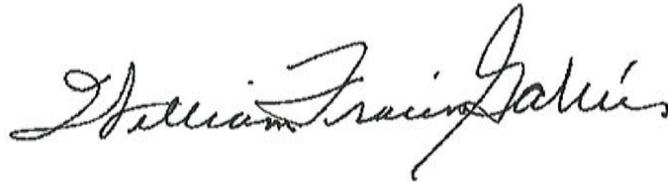
EMILIA TARTARO

, Signature of Authorized Signatory.

THE COMMONWEALTH OF MASSACHUSETTS

I hereby certify that, upon examination of this document, duly submitted to me, it appears that the provisions of the General Laws relative to corporations have been complied with, and I hereby approve said articles; and the filing fee having been paid, said articles are deemed to have been filed with me on:

January 24, 2025 03:31 PM

A handwritten signature in black ink, reading "William Francis Galvin". The signature is written in a cursive style with a large initial "W" and "G".

WILLIAM FRANCIS GALVIN

*Secretary of the Commonwealth*



A 360TRAINING COMPANY

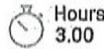
## CERTIFICATE OF COMPLETION

This certifies that

**Emilia Tartaro**

is awarded this certificate for

**TIPS On-Premise Alcohol Server Training**



Hours  
3.00



Completion Date  
01/21/2025



Expiration Date  
01/21/2028



Certificate #  
ON-000035917359

Official Signature

THIS CERTIFICATE IS NON-TRANSFERABLE

6504 Bridge Point Parkway, Suite 100 | Austin, TX 78730 | [www.360training.com](http://www.360training.com)

(CUT HERE)

(CUT HERE)



Issued: 01/21/2025  
Certificate #: ON-000035917359

Emilia Tartaro  
623 Woods Hole Rd, Falmouth, MA, USA  
Falmouth MA 02543

**CERTIFIED**

Expires: 01/21/2028



Phone: 800-438-8477  
[www.gettips.com](http://www.gettips.com)

This card was issued for successful completion of the TIPS program.

Signature \_\_\_\_\_



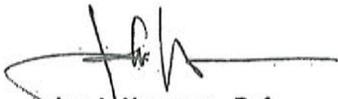
KEENAN + KENNY ARCHITECTS, LTD.

**Taqueria @ the Woods Hole Inn Occupancy Load Calculation: 02/18/2025**

Based on the MA 780 CMR and referenced 2015 IBC and as per the attached EX1.1 As-Built Floor Plan with Diagrammatic Seating dated 02/03/2025, the Occupancy Load for Taqueria's Public Seating Dining Area is calculated as follows:

1. Section 303.3: Restaurants are Use Group 'Assembly Group A-2'.
2. The Dining Area as shown on the attached Floor Plan EX1.1 dated February 3, 2025 is a combination of tables, chairs and stools.
3. As per Table 1004.1.2 of the 2015 IBC:
  - a. Assembly without fixed Seats – Unconcentrated (tables, chairs and stools): Occupant Load Factor (Floor area in square feet per occupant) is 15 net. For the inside Dining Area SF of 674 SF divided by 15 net SF/occupant allows 20 seats/stools.
4. Total interior seating for Taqueria equals:
  - a. Inside at tables and counters: 20 seats.
5. Total exterior seating equals 20 seats / stools.
6. Drawing EX1.1 includes:
  - a. Restroom, public.
  - b. Main accessible Exit / Entrance.
  - c. Seating, tables and stools.
  - d. Sprinkler heads.
  - e. Exit signs, Fire / Smoke Detectors and Fire Extinguishers.
  - f. Emergency lighting wall packs, Fire Alarm pull stations, Fire Alarm combination speaker / strobes.

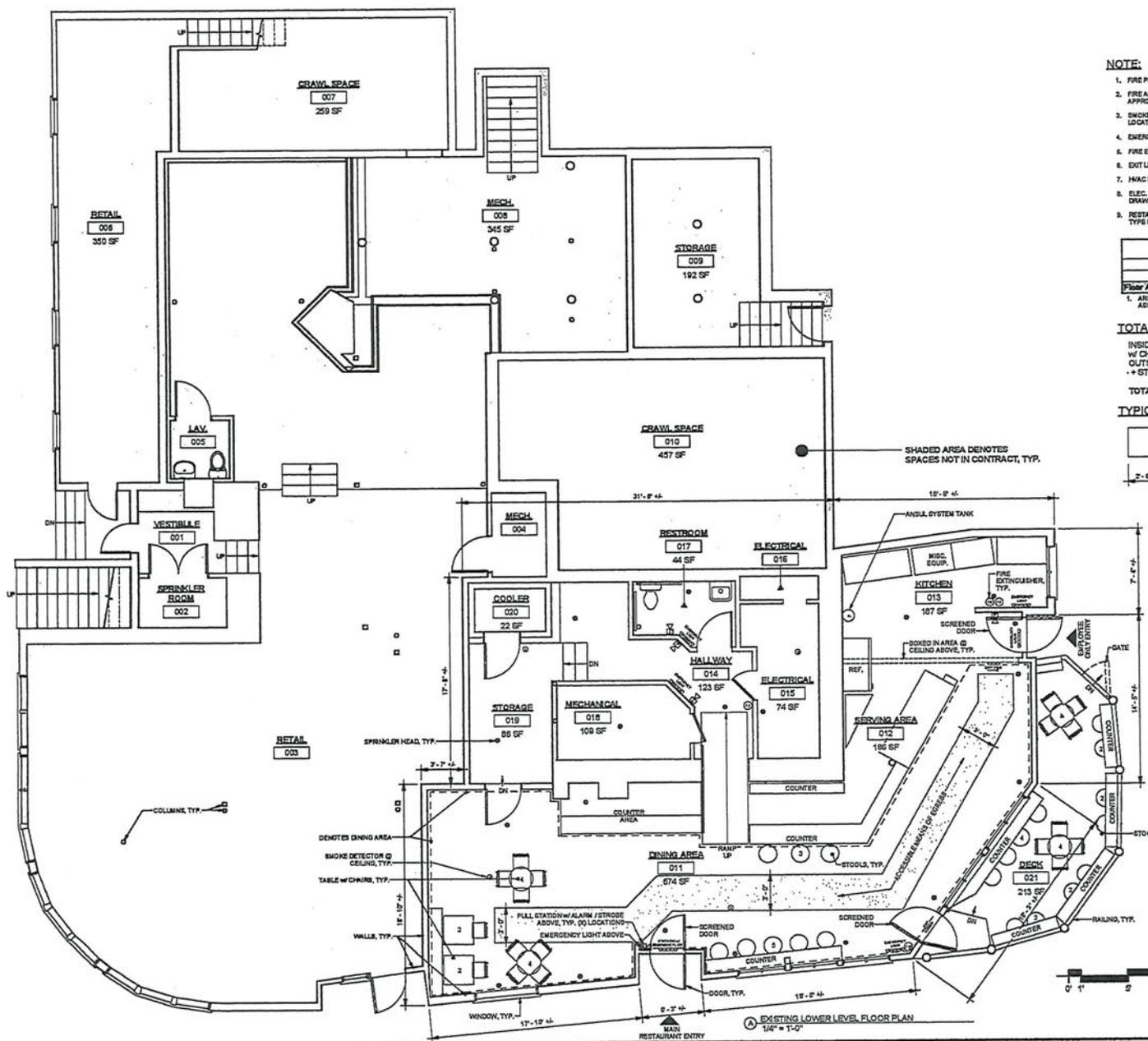
Submitted by:

  
John J. Keenan, R.A.



189 Main Street  
Falmouth, MA 02540  
508•540•0075 TEL  
office@kandkarchitects.com

2/22/2025 10:00:44 AM



**NOTE:**

1. FIRE PROTECTION, EXISTING HEADS SHOWN.
2. FIRE ALARM PULL STATIONS, ALARMS w/STROBES SHOWN IN APPROX. LOCATIONS.
3. SMOKE DETECTORS (CEILING MOUNTED) SHOWN IN APPROX. LOCATIONS.
4. EMERGENCY LIGHTING SHOWN IN APPROX. LOCATIONS.
5. FIRE EXTINGUISHERS SHOWN IN APPROX. LOCATIONS.
6. EXIT LIGHT SHOWN IN APPROX. LOCATIONS.
7. HVAC DUCT AND EQUIP. NOT SHOWN ON THESE DRAWINGS.
8. ELEC. LIGHTING, CEILING FANS, ETC. NOT SHOWN ON THESE DRAWINGS.
9. RESTAURANT LOCATED AT LOWER LEVEL OF HOTEL/RETAIL TYPE STRUCTURE.

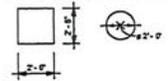
RESTAURANT AREA SCHEDULE	
Area Type	Area
Platf Area	1808 SF

1. AREA OF RESTAURANT TO INCLUDE DINING, KITCHEN + ALL ASSOCIATED SPACES.

**TOTAL SEATING**

INSIDE (TABLES + COUNTERS w/ CHAIRS / STOOLS) =	20
OUTSIDE (TABLES w/ CHAIRS + STOOLS AT COUNTERS) =	20
<b>TOTAL =</b>	<b>40</b>

**TYPICAL TABLE (APPROX.) DIMENSIONS**



SHADED AREA DENOTES SPACES NOT IN CONTRACT, TYP.

EXISTING LOWER LEVEL FLOOR PLAN  
1/8" = 1'-0"

DATE  
03 FEB 2025

REVISIONS

NO.	DATE	DESCRIPTION

THE TAQUERA AT THE WOODS HOLE INN  
28 WATER STREET  
WOODS HOLE, MA

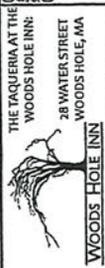
WOODS HOLE INN

PROJECT NO.

SCALE  
1/8" = 1'-0"

EX1.1

KEENAN + KENNY ARCHITECTS, LTD.  
1844-0707 TEL: 508-833-0000  
www.keenan-kenny.com



SHEET TITLE  
EXISTING LOWER LEVEL FLOOR PLAN





Complete prior to applying for:

Common Victualler License

Lodging House License

Innholder License

APPLICANT: Quicks Hole Taqueria LLC

ADDRESS: 28 Water St Unit C Woods Hole MA 02543

LICENSE APPLIED FOR: All Alcoholic Common Victualler Seasonal

The attached plan or plans described below have been approved by the Building Commissioner's Office as appropriate for this application:

- a. For Common Victualler Licenses submit a Floor Plan completed by a Design Professional showing exits/entrances, distances, and all seats.
- b. For Lodging House Licenses submit a Floor Plan completed by a Design Professional showing exits/entrances, distances, and the occupancy load of each room.
- c. For Innholder Licenses submit a Floor Plan completed by a Design Professional showing exits/entrances, distances, each seat in the dining areas, and the occupancy load of each room.

NOTES: Floor Plan of indoor and outdoor attached. Also attached is the occupancy load calculation provided by architect.

Building Commissioner: X \_\_\_\_\_

DATE: 2-24-25

## Phyllis Downey

---

**From:** Boyd Demello <boyd.demello@falmouthfirema.gov>  
**Sent:** Tuesday, February 25, 2025 2:33 PM  
**To:** Falmouth Licensing; Ryan Hergt; Brian Reid; Jeff Lourie; Craig O'Malley; Falmouth Health Department  
**Cc:** Gary Street; Paula Gerry  
**Subject:** RE: Transfer of License application-Quicks Hole Taqueria, LLC

Phyllis,  
No objections from the FD

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:** Falmouth Licensing <licensing@falmouthma.gov>  
**Sent:** Tuesday, February 25, 2025 14:20  
**To:** Ryan Hergt <ryan.hergt@falmouthpolicema.gov>; Brian Reid <brian.reid@falmouthpolicema.gov>; Jeff Lourie <Jeff.Lourie@falmouthpolicema.gov>; Boyd Demello <boyd.demello@falmouthfirema.gov>; Craig O'Malley <craig.omalley@falmouthfirema.gov>; Falmouth Health Department <health@falmouthma.gov>  
**Cc:** Gary Street <gary.street@falmouthma.gov>; Paula Gerry <paula.gerry@falmouthma.gov>  
**Subject:** Transfer of License application-Quicks Hole Taqueria, LLC

Good afternoon,

Attached please find the application by Quicks Hole Taqueria, LLC d/b/a Quicks Hole Taqueria for a Transfer of License. (The name of current owner which is very similar is Quicks Hole, LLC d/b/a Quicks Hole Taqueria.)

The proposed new owner/manager Emilia Tartaro is in Utah. She is TIPS certified and has arranged with the Central Records to complete a town background check when she arrives in Falmouth. The applicant does not intend to change to the menu or seating of the restaurant. Please contact me if further information is needed.

May we please request your recommendation to the Select Board by Wednesday, March 5<sup>th</sup>?

Thank you,  
Phyllis

**Phyllis Downey**  
Town Manager & Select Board Office  
59 Town Hall Square  
Falmouth MA 02540

## Phyllis Downey

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**From:** Morgan Cardoso  
**Sent:** Thursday, February 27, 2025 12:19 PM  
**To:** Falmouth Licensing  
**Cc:** Scott McGann  
**Subject:** RE: Transfer of License application-Quicks Hole Taqueria, LLC

Hi again,

We now have received a complete application. 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>

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**From:** Falmouth Health Department <[health@falmouthma.gov](mailto:health@falmouthma.gov)>  
**Sent:** Wednesday, February 26, 2025 2:29 PM  
**To:** Falmouth Licensing <[licensing@falmouthma.gov](mailto:licensing@falmouthma.gov)>  
**Cc:** Scott McGann <[scott.mcgann@falmouthma.gov](mailto:scott.mcgann@falmouthma.gov)>  
**Subject:** RE: Transfer of License application-Quicks Hole Taqueria, LLC

Hi Phyllis,

We have not received an application from the new owner (I believe she has called the office recently). New owner needs to submit an application prior to our approval.



**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>

## OPEN SESSION

### PUBLIC HEARINGS

2. Consider a vote to approve an application for Entertainment Licenses – New England Festivals, Inc. – Harbor Lights Illumination concert series and night markets, Lin Whitehead Band Shell at Marine Park, 180 Scranton Ave. – Saturdays: July 5, 12, 19 and August 9, 16, 23, 2025 from 5:00 p.m. to 9:30 p.m. **(10 minutes)**



## AGENDA ITEM SUMMARY SHEET

**ITEM NUMBER:** Public Hearing 2.

**ITEM TITLE:** Consider a vote to approve an application for Entertainment Licenses- New England Festivals, Inc. – Harbor Light Illumination concert series and night markets, Lin Whitehead Bandshell at Marine Park, 180 Scranton Ave.- Saturdays: July 5, 12, 19, and August 9, 16, 23, 2025 from 5:00 PM to 9:30 PM

**MEETING DATE:** 3/10/2025

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

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

**ATTACHMENTS:** Notice of Public Hearing, dated February 28, 2025; Copy of Municipal Legal Notice; License Application Review Form; One-Day Entertainment License Application, dated January 3, 2025; New England Festivals, Inc. Proposal Narrative; Site Map; Working Group Review Form; Application for Special Events received January 6, 2025; Entertainment Regulation, adopted July 15, 2024

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### PURPOSE:

The Select Board will consider the approval of an application for Entertainment Licenses- New England Festivals, Inc. – Harbor Light Illumination concert series and night markets, Lin Whitehead Bandshell at Marine Park, 180 Scranton Ave.- Saturdays: July 5, 12, 19, and August 9, 16, 23, 2025 from 5:00 PM to 9:30 PM.

### BACKGROUND/SUMMARY:

- Applicant Lillian Kazanis, on behalf of New England Festivals, Inc. submitted the One-Day Entertainment License Application (attached) on January 6, 2025.
- This is the fourth annual Harbor Light Illumination Concert Series and Night Market.
- In accordance with the Entertainment Regulation adopted by the Select Board on July 15, 2024 (attached), this special event now is required to obtain an Entertainment License.
- The event, titled Harbor Light Illumination Concert Series, will take place on Saturdays on July 5, 12, and 19<sup>th</sup> and August 9, 16, and 23<sup>rd</sup> between the hours of 5:00 PM-9:30 PM, and approximately 100-175 people per night are expected to attend.
- The fee for the event is donation-based, and the event will feature local and regional musicians; donations will go toward the New England Festivals, Inc. which is a non-profit organization supporting multiple causes that interlink the arts, education, and well-being for children and families in Falmouth.
- Under a separate agenda item, the applicant will also be seeking six Special One-Day All Alcohol Liquor Licenses.
- The event was discussed by the Town Manager's Working Group for Special Events at its meeting on February 13, 2025, and the Working Group recommends approval.

**DEPARTMENT RECOMMENDATION:**

Following the public hearing, the Town Manager recommends that the Select Board approve the application for Entertainment Licenses- New England Festivals, Inc. – Harbor Light Illumination concert series and night markets, Lin Whitehead Bandshell at Marine Park, 180 Scranton Ave.- Saturdays: July 5, 12, 19, and August 9, 16, 23, 2025 from 5:00 PM to 9:30 PM as presented.

**OPTIONS:**

- Motion to approve the application for Entertainment Licenses- New England Festivals, Inc. – Harbor Light Illumination concert series and night markets, Lin Whitehead Bandshell at Marine Park, 180 Scranton Ave.- Saturdays: July 5, 12, 19, and August 9, 16, 23, 2025 from 5:00 PM to 9:30 PM as presented.

- Motion to deny approval for Entertainment Licenses- New England Festivals, Inc. – Harbor Light Illumination concert series and night markets, Lin Whitehead Bandshell at Marine Park, 180 Scranton Ave.- Saturdays: July 5, 12, 19, and August 9, 16, 23, 2025 from 5:00 PM to 9:30 PM.
  
- Select Board defined alternative.

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

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

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

N/A

**TOWN MANAGER COMMENTS:**

Following the public hearing, the Town Manager recommends that the Select Board approve the application for Entertainment Licenses- New England Festivals, Inc. – Harbor Light Illumination concert series and night markets, Lin Whitehead Bandshell at Marine Park, 180 Scranton Ave.- Saturdays: July 5, 12, 19, and August 9, 16, 23, 2025 from 5:00 PM to 9:30 PM as presented.

*Michael Renshaw*

---

Town Manager

3/5/2025

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)

TOWN OF FALMOUTH  
SELECT BOARD  
NOTICE OF PUBLIC HEARING

Notice is hereby given under Chapter 140 Section 183A of the General Laws as amended by Chapter 299 of the Acts of 1926 and amendments thereto, that New England Festivals, Inc., N. Falmouth, MA has applied for an Entertainment License for the Harbor Light Illumination concert series and night market to be held at the Lin Whitehead Band Shell at Marine Park, 180 Scranton Ave., Falmouth on the following Saturdays: July 5, 12, 19 and August 9, 16, 23, 2025 between the hours of 5:00 p.m. and 9:30 p.m.

A hearing on the above application will be held in the Old Silver / Surf Drive Program Room at the Falmouth Senior Center, 780 Main Street, Falmouth on Monday, March 10, 2025, at 6:45 p.m.

Comments may be sent to [selectboard@falmouthma.gov](mailto:selectboard@falmouthma.gov).

Per order of the Select Board.

LICENSING BOARD

Nancy Robbins Taylor

Edwin P. Zylinski, II

Douglas C. Brown

Robert P. Mascali

Heather M. H. Goldstone

*Publication date: Friday, February 28, 2025; Falmouth Enterprise.*

# Municipal Legal Notices

## TOWN OF FALMOUTH NOTICE OF NAMES OF PERSONS APPEARING TO BE OWNERS OF CHECKS ISSUED BY THE TOWN OF FALMOUTH, WHICH HAVE NOT BEEN CASHED AND ARE DEEMED ABANDONED

The following is a list of abandoned checks issued to persons and/or businesses by the Town of Falmouth. If your name appears on the following list you must contact in writing: Patricia O'Connell, Treasurer/Collector, Town of Falmouth, 59 Town Hall St., Falmouth, MA 02540, within one year of this date, in order to claim your check.

- Amazon Capital Services, PO Box 035184, Seattle, WA 08124
- Arthur Dunn, 7 Mulligan Dr., 5 Weymouth, MA 02190
- Birch & Cohen Atty at Law, 189 Wells Ave., Newton, MA 02459
- Bay State Piping Co., 467 Wareham St., Middleboro, MA 02346
- Berjanian E Rich Truckee, 21 Baylston Ave., Providence, RI 02906
- Christopher R Kinsett, 66 Tasina R, E Falmouth, MA 02536
- David Naim, 47 Pine Valley Dr Unit 62A, Falmouth, MA 02540
- David Rodrigues, 5 Grace Rd., Danvers, MA 01923
- Jerry's Flag Shop, 29 Sixth St, Plymouth, RI 02905
- Karin Hacker, 28 Brentwood Ct., Falmouth, MA 02540
- Kramer Fuchs and Hill LLC, 1674 Beacon St, Brookline, MA 02445
- Lynn Palitsky, 39 Kensington Dr., Sandwich, MA 02563
- Melissa Holstin Trustee, PO Box 764, Marshfield, MA 02050
- Novel Effect Inc, 10002 Aurora Ave N, Suite 30 #512, Seattle, WA 98133
- R and H Construction Inc., PO Box 511, Marshfield, MA 02548
- Sav-On Mart Service, 435 Palmer Ave., Falmouth, MA 02540
- Scranton Main LLC, 33 Union St., Boston, MA 02108

## REQUEST FOR QUOTES Food Concessions for Falmouth Beaches

Beginning March 4th, specifications for all Falmouth Beach food concessions will be available online at <https://www.falmouthma.gov/files/procurement>. Quotes may be submitted in a sealed envelope to: Town Manager, Attention: Beach Food Concession, 59 Town Hall Square, Falmouth, MA 02540 or via email to [beachbid@falmouthma.gov](mailto:beachbid@falmouthma.gov). Quotes must be received no later than 2:00pm on March 31, 2025. This contract will be awarded under the provisions of M.G.L., Chapter 30B.

## LIQUOR LICENSE HEARING

Notice is hereby given under Chapter 133B of the General Laws, as amended, that Quicks Hole Taverna, LLC dba Quicks Hole Taverna has applied for a Transfer of an Alcohol Beverage Restaurant License located at 26 Water Street, Unit C, Woods Hole, MA. An application for a Common Victualer License has also been submitted.

## VETERANS SPOTLIGHT

# JOSH CAMERON/US MARINE CORPS

Josh Cameron served his country as a sergeant in the US Marine Corps from 2016 to 2021. Born in Attleboro, he enlisted in the Marines Corps because, "It was the challenge...a place of belonging and personal development...that was it for me." He completed basic training at Parris Island, South Carolina, which set the foundation for his military service. "Boot camp was an experience that pushed me out of my comfort zone...it built my self-reliance and team-building skills to reach higher limits," he said.

Sergeant Cameron's first duty station was in Hawaii with Heavy Marine Helicopter Squadron 463. He would then be sent on a detachment to Okinawa, Japan, with Marine Medium Tiltrotor Squadron 262 (REIN). He described it thus: "It gave you a higher sense of urgency, readiness, tighter-knit relationships with fellow marines." He described his first deployment this way: "It was definitely exciting. It was a very long flight...a very long, tiresome flight...was welcomed by my fellow marines and had the traditional haircut and shaving...it was a smaller unit of marines and Navy...allowed us to come together."

When asked about a mentor he didn't hesitate. "Rocco Lopez...currently still serving...was a mentor and friend...an extremely knowledgeable teacher on the maintenance side of things...someone

## FALMOUTH, MA on Thursday, March 27, 2025

Application 8006-25 James J. Smith and Laura Carlini. Applied to the Zoning Board of Appeals for a special permit pursuant to section(s) 240-10.2A and 240-11.3A(4) of the Code of Falmouth to raze and rebuild the existing, nonconforming dwelling, exceeding 20% lot coverage by structures. The subject property is 51 Thomas Lane, Falmouth, MA.

Application 8007-25 Cape Cod Young Men's Christian Association, Inc. Applied to the Zoning Board of Appeals for a special permit pursuant to section(s) 240-6.1B, 240-7.7B and 240-14.1F(3) of the Code of Falmouth to construct a recreational facility to be operated as a private, non-profit club. The subject property is 485 Brick Kiln Road, West Falmouth, MA.

Application 8008-25 Daniel J. and Christina C. Delandais. Applied to the Zoning Board of Appeals for a special permit pursuant to section(s) 240-10.2A and 240-11.3A(4) of the Code of Falmouth to raze and rebuild the existing, nonconforming, single-family dwelling, exceeding 20% lot coverage by structures. The subject property is 7 Nishawana Street, West Falmouth, MA.

Application 8009-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8010-25 The Falmouth Conservation Commission will hold a public hearing under Section 40, Chapter 131 of the general laws of the Commonwealth of Massachusetts Wetlands Protection Act and/or the Town of Falmouth Wetlands Protection Bylaw on Wednesday, March 12, 2025, at 7:00 PM.

Application 8011-25 The Falmouth Conservation Commission will hold a public hearing under Section 40, Chapter 2 of the Acts of 2023, relating to the 2025 novel Coronavirus outbreak, the March 12, 2025, public meeting of the Falmouth Conservation Commission shall be physically closed to the public to avoid group congregation.

## FALMOUTH ZONING BOARD OF APPEALS Notice of Public Hearing for March 27, 2025

Notice is hereby given of the following Public Hearing @ 6:00pm and Open Meeting in the Select Board's Meeting Room, Town Hall,

Alternative means of remote time participation if unable to use the Zoom virtual meeting software. Documentary exhibits and/or visual presentations should be submitted in advance of the meeting to [concom@falmouthma.gov](mailto:concom@falmouthma.gov) so they may be displayed for remote public access viewing.

Complete applications are available by request and will be sent via email.

## REQUESTS FOR DETERMINATION OF APPLICABILITY

Tim Mackey, 15 Penzance Road, Falmouth, MA - For permission to remove ornamental plantings and hardscape, and to install native shrubs and grasses.

## REQUESTS FOR A HEARING UNDER A NOTICE OF INTENT

Wearthey Doris, Ouselet Harbor Boatyard, 38 Ouselet Harbor Road, Falmouth, MA - For permission to reconstruct an existing, licensed pier.

Boyes Campen, ACME Falmouth MA LLC, 278 Scranton Avenue, Falmouth, MA - For permission to conduct maintenance and improvement dredging.

## REQUESTS TO AMEND AN EXISTING ORDER OF CONDITIONS

Town of Falmouth, various waterways and beaches, Falmouth, MA - Request to amend the Order of Conditions for MA DEP# 20-4717 to add an improved dredging site, after five channels, and reclassify a north-south site and a dewatering site.

Boyes Campen, ACME Falmouth MA LLC, 278 Scranton Avenue, Falmouth, MA - Request to amend the Order of Conditions for MA DEP# 20-4778 to reconfigure the layout of the previously approved marina.

## TOWN OF FALMOUTH SELECT BOARD NOTICE OF PUBLIC HEARING

Notice is hereby given under Chapter 140 Section 103A(4) of the general laws as amended, and chapter 299 of the Acts of 1926 and amendments thereto, that New England Festivals, Inc., N. Falmouth, MA has applied for an Entertainment License for the Harbor Light Illumination concert series and night market to be held at the Lin Whitehead Band Shell at Maine Park, 100 Scranton Ave., Falmouth on Saturdays, July 5, 12, 19, and August 9, 16, 23, 2025 between the hours of 8:00 p.m. and 9:30 p.m.

A hearing on the above application will be held in the Old Silver J Surf Drive Program Room at the Falmouth Senior Center, 780 Main Street, Falmouth on Monday, March 10, 2024, at 6:45 p.m.

Comments may be sent to [selectboard@falmouthma.gov](mailto:selectboard@falmouthma.gov).

## LICENSING BOARD

Hancy Robles Taylor (Edwin P. Zyglis, II Douglas C. Brown Robert P. Mascafi Heather M. H. Goldstone)

Application 8012-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8013-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8014-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8015-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8016-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8017-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8018-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8019-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8020-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8021-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8022-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8023-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8024-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8025-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8026-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8027-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8028-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8029-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8030-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8031-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8032-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8033-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8034-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8035-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8036-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8037-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8038-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8039-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8040-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8041-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8042-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8043-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8044-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8045-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8046-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8047-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8048-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8049-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8050-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8051-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8052-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8053-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8054-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

Application 8055-25 The Falmouth Housing Authority. The Awarding Authority, invites electronic bids from Contractors for the HARBORVIEW APARTMENTS UNIT 122 ACCESSIBLE BATH UPGRADE at 115 Scranton Avenue, Falmouth, MA 02540. In accordance with the documents prepared by WINSLOW ARCHITECTS.

## FCTV Programming Highlights February 28, 2025

<b>FCTV Public Channel 6</b>	<b>Monday, March 3, 2025</b>	1:00 PM St. Anthony's Sunday Mass	3:00 PM Falmouth in Focus
<b>Friday, February 28, 2025</b>	4:00 PM Roundup Ben Flanagan	5:00 PM Police Reports	5:30 PM News at 5:30
6:00 PM The Week in Falmouth	6:30 PM JOC Junior Taha Michah Eiva	7:00 PM Falmouth in Focus	7:30 PM JOC Junior Taha Michah Eiva
8:00 PM Falmouth in Focus	8:30 PM JOC Junior Taha Michah Eiva	9:00 PM Falmouth in Focus	9:30 PM JOC Junior Taha Michah Eiva
10:00 PM Roundup Ben Flanagan	10:30 PM JOC Junior Taha Michah Eiva		
<b>Saturday, March 1, 2025</b>	11:00 AM The PKE News Hourcup	1:00 PM Falmouth in Focus	1:30 PM Roundup Ben Flanagan
2:00 PM Roundup Ben Flanagan	2:30 PM News at 2:30	3:00 PM Falmouth in Focus	3:30 PM Roundup Ben Flanagan
4:00 PM Roundup Ben Flanagan	4:30 PM News at 4:30	5:00 PM Falmouth in Focus	5:30 PM Roundup Ben Flanagan
6:00 PM Roundup Ben Flanagan	6:30 PM News at 6:30	7:00 PM Falmouth in Focus	7:30 PM Roundup Ben Flanagan
8:00 PM Roundup Ben Flanagan	8:30 PM News at 8:30	9:00 PM Falmouth in Focus	9:30 PM Roundup Ben Flanagan
10:00 PM Roundup Ben Flanagan	10:30 PM News at 10:30		
<b>Sunday, March 2, 2025</b>	10:00 PM Roundup Ben Flanagan	10:30 PM News at 10:30	
11:00 AM The PKE News Hourcup	11:30 AM News at 11:30	12:00 PM Falmouth in Focus	12:30 PM Roundup Ben Flanagan
1:00 PM Roundup Ben Flanagan	1:30 PM News at 1:30	2:00 PM Falmouth in Focus	2:30 PM Roundup Ben Flanagan
3:00 PM Roundup Ben Flanagan	3:30 PM News at 3:30	4:00 PM Falmouth in Focus	4:30 PM Roundup Ben Flanagan
5:00 PM Roundup Ben Flanagan	5:30 PM News at 5:30	6:00 PM Falmouth in Focus	6:30 PM Roundup Ben Flanagan
7:00 PM Roundup Ben Flanagan	7:30 PM News at 7:30	8:00 PM Falmouth in Focus	8:30 PM Roundup Ben Flanagan
9:00 PM Roundup Ben Flanagan	9:30 PM News at 9:30		
<b>FCTV Education Channel 8</b>	<b>Friday, February 28, 2025</b>	8:00 PM Lawrence School Winter Chorus	8:30 PM FHS Winter Concert
<b>Saturday, February 29, 2025</b>	8:00 PM Lawrence School Winter Chorus	8:30 PM FHS Winter Concert	
<b>Sunday, March 1, 2025</b>	8:00 PM Lawrence School Winter Chorus	8:30 PM FHS Winter Concert	
<b>Monday, March 3, 2025</b>	8:00 PM Lawrence School Winter Chorus	8:30 PM FHS Winter Concert	
<b>Tuesday, March 4, 2025</b>	8:00 PM Lawrence School Winter Chorus	8:30 PM FHS Winter Concert	
<b>Wednesday, March 5, 2025</b>	8:00 PM Lawrence School Winter Chorus	8:30 PM FHS Winter Concert	
<b>Thursday, March 6, 2025</b>	8:00 PM Lawrence School Winter Chorus	8:30 PM FHS Winter Concert	
<b>Friday, March 7, 2025</b>	8:00 PM Lawrence School Winter Chorus	8:30 PM FHS Winter Concert	
<b>Saturday, March 8, 2025</b>	8:00 PM Lawrence School Winter Chorus	8:30 PM FHS Winter Concert	
<b>Sunday, March 9, 2025</b>	8:00 PM Lawrence School Winter Chorus	8:30 PM FHS Winter Concert	
<b>Monday, March 10, 2025</b>	8:00 PM Lawrence School Winter Chorus	8:30 PM FHS Winter Concert	
<b>Tuesday, March 11, 2025</b>	8:00 PM Lawrence School Winter Chorus	8:30 PM FHS Winter Concert	
<b>Wednesday, March 12, 2025</b>	8:00 PM Lawrence School Winter Chorus	8:30 PM FHS Winter Concert	
<b>Thursday, March 13, 2025</b>	8:00 PM Lawrence School Winter Chorus	8:30 PM FHS Winter Concert	
<b>Friday, March 14, 2025</b>	8:00 PM Lawrence School Winter Chorus	8:30 PM FHS Winter Concert	
<b>Saturday, March 15, 2025</b>	8:00 PM Lawrence School Winter Chorus	8:30 PM FHS Winter Concert	
<b>Sunday, March 16, 2025</b>	8:00 PM Lawrence School Winter Chorus	8:30 PM FHS Winter Concert	
<b>Monday, March 17, 2025</b>	8:00 PM Lawrence School Winter Chorus	8:30 PM FHS Winter Concert	
<b>Tuesday, March 18, 2025</b>	8:00 PM Lawrence School Winter Chorus	8:30 PM FHS Winter Concert	
<b>Wednesday, March 19, 2025</b>	8:00 PM Lawrence School Winter Chorus	8:30 PM FHS Winter Concert	
<b>Thursday, March 20, 2025</b>	8:00 PM Lawrence School Winter Chorus	8:30 PM FHS Winter Concert	
<b>Friday, March 21, 2025</b>	8:00 PM Lawrence School Winter Chorus	8:30 PM FHS Winter Concert	
<b>Saturday, March 22, 2025</b>	8:00 PM Lawrence School Winter Chorus	8:30 PM FHS Winter Concert	
<b>Sunday, March 23, 2025</b>	8:00 PM Lawrence School Winter Chorus	8:30 PM FHS Winter Concert	
<b>Monday, March 24, 2025</b>	8:00 PM Lawrence School Winter Chorus	8:30 PM FHS Winter Concert	
<b>Tuesday, March 25, 2025</b>	8:00 PM Lawrence School Winter Chorus	8:30 PM FHS Winter Concert	
<b>Wednesday, March 26, 2025</b>	8:00 PM Lawrence School Winter Chorus	8:30 PM FHS Winter Concert	
<b>Thursday, March 27, 2025</b>	8:00 PM Lawrence School Winter Chorus	8:30 PM FHS Winter Concert	
<b>Friday, March 28, 2025</b>	8:00 PM Lawrence School Winter Chorus	8:30 PM FHS Winter Concert	
<b>Saturday, March 29, 2025</b>	8:00 PM Lawrence School Winter Chorus	8:30 PM FHS Winter Concert	
<b>Sunday, March 30, 2025&lt;/</b>			

Date: 3/10/25

**LICENSE APPLICATION REVIEW FORM**

**Applicant:** New England Festivals, Inc. - Lillian Kazanis

**Event:** Harbor Light Illumination Concert Series and Night Market

**Location:** Lin Whitehead band shell, Marine Park, 180 Scranton Ave.

**Date:** Saturdays: 7/5, 12, 19 & 8/9, 16, 23 **Time:** 5:00 p.m. to 9:30 p.m.

**License Type:** One-Day Entertainment licenses (6 days).

Application sent to the departments, indicated below, for comment:

- Police \_\_\_\_\_
- Fire \_\_\_\_\_
- Health \_\_\_\_\_
- Building \_\_\_\_\_
- Communications \_\_\_\_\_
- M.E.S. \_\_\_\_\_
- DPW \_\_\_\_\_
- Recreation \_\_\_\_\_
- Beach \_\_\_\_\_
- \_\_\_\_\_

NOTES: This event was discussed by the Internal Working Group for Special Events at its meeting on Thursday, February 13, 2025.  
The Working Group recommends approval.  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_



PAID \$ 10.00 CH 113



Town of Falmouth  
Office of the Town Manager/Selectmen  
59 Town Hall Square, Falmouth, MA 02540  
508-495-7320

ONE-DAY ENTERTAINMENT LICENSE APPLICATION (per day)

Massachusetts General Laws, Chapter 140, Section 183A as amended by Chapter 694 of 1981

NAME OF ESTABLISHMENT Harbor Light Illumination Concert Series

ADDRESS P.O. Box 1244

N. Falmouth MA 02556

NAME OF OWNER/MANAGER Lillian Kazanis

TELEPHONE #: [REDACTED]

EMAIL: Lillian@newenglandfestivals.org

NARRATIVE DESCRIBING ENTERTAINMENT:  
please see attached.

\*\*LOCATION OF ENTERTAINMENT on premises Lin White Band Shell

\*\*Attach to this form a Floor Plan showing where on the premises entertainment will take place.

DATE or DATES APPLIED FOR: July 5, 12, 19, Aug. 9, 16, 23

SUNDAY ENTERTAINMENT? No (if YES, also complete State application fee - contact the Select Board Office)

Hours entertainment will be offered 5:00 pm - 9:30 pm

PLEASE CHECK THE APPROPRIATE BOX FOR ALL TYPES OF ENTERTAINMENT:

- 1. DANCING By Patrons Y/N  Other Dancing Y/N
- 2. MUSIC Recorded Y/N  Live Y/N  No. of Musicians  Amplification Y/N

Type of Instruments string, wind, percussion, brass, ect.

I certify that this application contains a true description of the entertainment provided by this establishment and that I have complied with M.G.L. Chapter 140, Section 183A, Paragraph 3, by stating whether as part of the concert, dance exhibition, cabaret and public show any person will be permitted to appear on the premises in any manner or attire as to expose to public view any portion of the public area, anus, or genitals, or any simulation thereof, or whether any female person will be permitted to appear on the premises in any manner or attire as to expose to public view any portion of the breast below the top of the areola, or any simulation thereof.

DATE 1/3/25

X Lillian Kazanis

Town Fees:  
FILING FEE: \$10.00  
PERMIT FEE: \$25.00 per day

OWNER, MANAGER OR AUTHORIZED AGENT



## One Day Entertainment License/Proposal

New England Festivals Inc. would like to present the fourth annual Harbor Light Illumination Concert Series & Night Market.

The concert series features local as well as regional musicians who have a focus on the Americana, folk, singer-songwriter, bluegrass, funk, jazz and world music genres. Historically we have brought award winning, and Grammy nominated artists to our stage as well as local favorites of the Cape and Islands.

Our patron attendance varies from night to night as we are an open to the public event and ranges anywhere from approximately 100 to 175 patrons per night. Beach chairs, camping chairs, and blankets are encouraged as we do not provide seating for our patrons. Per our permit application, we will abide by any town requirements for security.

Obtaining this license is a privilege that we value highly and peruse only for the intent of supporting our mission.

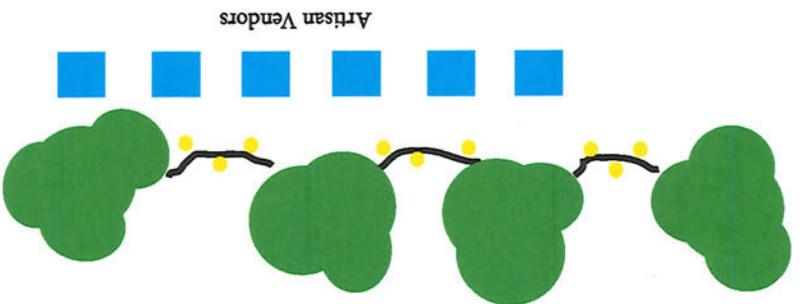
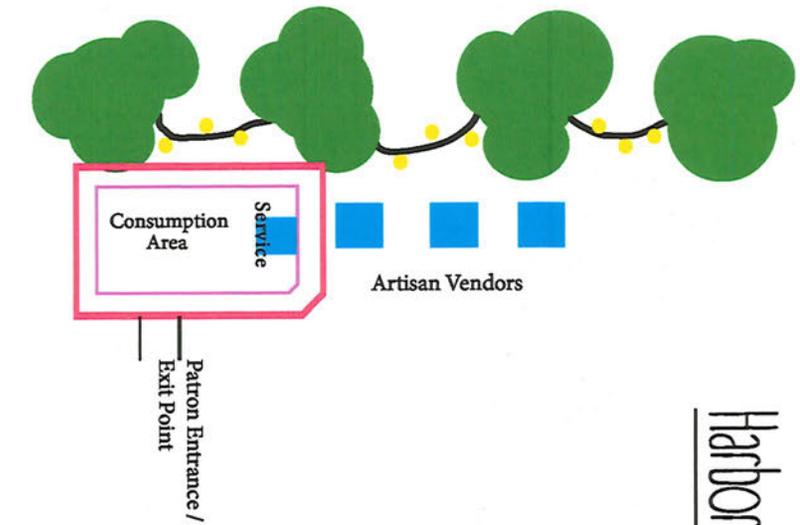
Thank you for your previous support and consideration in our request this year.

Sincerely,

A handwritten signature in black ink that reads "Lillian Kazanis". The signature is written in a cursive, flowing style.

Lillian Kazanis

# Harbor Light Illumination Site Map



STAGE - Location of Entertainment on Premises

**Town Manager's Working Group Review Form**

Meeting/Review Date: Thursday, February 13, 2025  
 Event Name: Harbor Light Illumination  
 Event Description: Concert series and night market  
 Applicant: New England Festivals Inc., Lillian Kazanis  
 Location: Bandshell  
 Date of Event: Saturdays, July 5, 12, 19 & August 9, 16, 23 Time: 5:00 p.m. to 9:30 p.m.  
 Rain Date: None  
 Set-up Date: Day of event \_\_\_\_\_ Time: 11:00 a.m. Breakdown Date: Day of event \_\_\_\_\_ Time: 12:00 a.m.  
 Number of Attendees: 100 - 175  
 Recurrence/# Years at Site: Recurring event  
 One-Day Liquor License? Y/N Yes Food/Beverages? Y/N Yes. Food trucks/vendors.  
 Signs: Y/N Yes How Many: \_\_\_\_\_ Where: \_\_\_\_\_  
 Tents: Y/N Yes How Many: \_\_\_\_\_ Size: 10 X 10 Where: On lawn  
 Parking Plan: Public parking, surrounding sponsor parking lots.  
 Entertainment: Yes. Live local and regional musicians.

Reviewers/Sign In:	Name	Comments	Written Referral	
Department of Public Works:	_____	_____	Y <input type="checkbox"/>	N <input type="checkbox"/>
Parks Department	_____	_____	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
Highway Department	_____	_____	Y <input type="checkbox"/>	N <input type="checkbox"/>
Engineering	_____	_____	Y <input type="checkbox"/>	N <input type="checkbox"/>
Police Department	_____	_____	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
Fire Department	_____	<u>Food trucks - schedule inspections by Fire</u>	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
Emergency Communications	_____	_____	Y <input type="checkbox"/>	N <input type="checkbox"/>
Recreation Director	_____	_____	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
Building Commissioner	_____	_____	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
Health Department	_____	<u>Food vendors apply 30 days before event</u>	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
Beach Department	_____	_____	Y <input type="checkbox"/>	N <input type="checkbox"/>
Marine & Environmental Svcs.	_____	_____	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
Zoning Enforcement Officer	_____	_____	Y <input type="checkbox"/>	N <input type="checkbox"/>
Bicycle & Pedestrian Committee	_____	_____	Y <input type="checkbox"/>	N <input type="checkbox"/>
Other	_____	_____	Y <input type="checkbox"/>	N <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
Tai Ji	Marine Park	Saturdays, 10:00 - 11:30 am
Paul White Road Race	North Falmouth route	Saturday, 7/5 - 6:30 am - 12:00 noon
The Falmouth Walk	Town Hall Sq. to St. Barnabas Church	Saturday, 8/16 - 9:30 - 11:15 am
_____	_____	_____

**Known Private Events on this Date or Weekend:**

_____	_____	_____
_____	_____	_____
_____	_____	_____

**Additional Requests:**

Use of electricity at bandshell.

Use of public restrooms as Harbormaster building.

Reserve a parking spot on field for potential food trucks or food vendors.

Place 10x10 pop-up tents for vendors.

Post lawn signs along the street.

**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:**

Organizer will provide trash and recycling receptacles.

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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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PAID

\$ 10.00 CK# 113

# 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: Lillian Kazanis / New England Festivals Inc.  
 Mailing Address: P.O. Box 1244, N. Falmouth, MA 02556  
 Phone: [REDACTED] Cell Phone: " " [REDACTED]  
 E-Mail: lillian@newenglandfestivals.org

### EVENT DETAILS

Name of Event: Harbor Light Illumination  
 Type of Event: Concert Series & Night Market  
 Description of Event: Please see attached.  
(Attach a narrative describing the event on a separate sheet if more space is needed.)

Event Day & Date: July 5, 12, 19, Aug. 9, 16, 23  
 Rain Date: \_\_\_\_\_

Event Hours: From: 5:00 p.m. To: 9:30 p.m.

Setup Date: \_\_\_\_\_ Time: 11:00am Breakdown Date: \_\_\_\_\_ Time: 12:00am

Location Requested:  
 1<sup>st</sup> Choice: Limwhite Band Shell  
 2<sup>nd</sup> Choice: \_\_\_\_\_

Number of Attendees: 100-175 Number of Vehicles: 50-60

Parking Plan: Public parking, surrounding sponsor lots

Solid Waste & Recycling Plan: Please see attached  
(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.)

Please see attached

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

- References:
1. Jim Murray Phone: [REDACTED]
  2. John Gemacite Phone: [REDACTED]
  3. Michelle Itzkowitz Phone: [REDACTED]



Dear Select Board members,

New England Festivals Inc. would like to present the fourth annual Harbor Light Illumination Concert Series & Night Market.

This concert series will feature local as well as regional musicians who have a focus on the Americana, folk, singer-songwriter, bluegrass, funk, jazz and world music genres.

Provided below are additional requests and details so that the event can be as successful, welcoming, and safe as possible.

**Requests:**

- Use of outlets provided on the band shell stage.
- Permission to utilize a generator or solar-powered battery source for additional lighting on the premises if needed
- Permission to utilize the public restrooms on-site
- Permission to utilize and reserve parking spot or space on the field for potential food trucks or food vendors (TBD)
- Permission to use pop-up tents (10x10) similar in size to those utilized during the farmer's market
- Permission to utilize amplified sound equipment not to exceed maximum decibels of town requirements or standards.
- Permission to post lawn signs along the street pending signage permit approval.

**Recycling and Rubbish Removal Plan:**

- New England Festivals will provide trash and recycling receptacles for patrons to utilize as well as remove said receptacles post-event.
- New England Festivals will remove any waste found on the premises post-event if necessary.

**One-Day Liquor License Proposal/Narrative:**

- A double enclosed, secured, fenced-in area meeting town requirements to serve alcoholic beverages pending permit approval will be created in the stage left area of the field in front of the town bandshell.
- Partner/Sponsor establishment provide certified TIPS staff for the handling of alcohol as well as security to ensure all persons entering libation area are of legal age.

In addition, each concert of the series will be a donation-based event that is open to the public. Proceeds will go toward the New England Festivals Inc., a non-for-profit, being able to support multiple causes that interlink the arts, education and well being for children and families in Falmouth.

I hope that as a lifelong Falmouth resident, this becomes a community event that everyone can look forward to each year.

Sincerely,

A handwritten signature in black ink that reads "Lillian Kazanis". The signature is written in a cursive, flowing style.

Lillian Kazanis

approved by the Building Commissioner. Off-premises signs that are within the Town's Sign Code requirements must be approved by the Select Board. Off-premises signs that are not in compliance with the Town's Sign Code requirements must be submitted to the Building Department in writing with a design or photograph of the proposed sign(s). Off-premises signs requested on private property must receive approval from the property owner in advance of approval by the Select Board. Requests for off-premises signage must be received by the Select Board at least one month in advance of the special event.

- e. Raffles must be performed by licensed non-profit organizations only.
- f. Parking is available in designated public parking lots and as allowed on the street. There are no special exceptions to posted parking regulations or fees.
- g. Portable toilets are allowed upon request.
- h. The Police Department will recommend the number, location, and duration of police details required.
- i. The Fire Department and Marine and Environmental Services Department may recommend details as may be required to ensure the safety of an event.
- j. Events proposing the sale of liquor must apply separately for a one-day liquor license. The one-day liquor license is issued by the Select Board.
- k. Events will be permitted on a first-come, first-serve basis. Recurring events such as road races, village association events, festivals, etc., will notify the Town as soon as annual dates are set to reserve the time needed.
- l. The Applicant agrees to Hold Harmless the Town of Falmouth and will sign and return the Hold Harmless agreement provided in the Application Packet.
- m. The Applicant will obtain all necessary permits for the event proposed, including, but not limited to:
  - i. Building Permits for tents and structures;
  - ii. Health Inspections for food service;
  - iii. Select Board for off-premises sign approval.
- n. Special Event coverage: a Certificate of Insurance in the amount of \$1,000,000 is required.
- o. Additional Insurances, including Auto Liability in the amount of \$1,000,000 and Workers Compensation insurance will be required for events with auto and employee liability exposure.
- p. Events proposing the consumption or sale of alcohol shall provide Liquor Liability Insurance in the amount of \$2,000,000 in the aggregate and \$1,000,000 per occurrence.

A copy of all approved requests with special conditions shall be filed with the referring departments.

Per Order of the Select Board

February 28, 2022; Revised July 15, 2024.

I, Lillian Kazanis, have read and agree to all of the conditions of this policy and to any other conditions that may be required by the permitting authority.



## TOWN OF FALMOUTH

Office of the Town Manager & Select Board

59 Town Hall Square, Falmouth, Massachusetts 02540

Telephone (508) 495-7320

Fax (508) 457-2573

### INDEMNIFICATION AND HOLD HARMLESS AGREEMENT

FOR GOOD AND VALUABLE CONSIDERATION and the permitted right to use facilities of the Town of Falmouth as set forth herein, the undersigned Applicant does hereby agree to INDEMNIFY AND HOLD HARMLESS the Town of Falmouth from any loss, damage or expense arising out of the claim or demand of any person on account of or directly or indirectly as a result of the undersigned Applicant's use of the facility of the Town of Falmouth identified below authorized by the Special Events Policy. This INDEMNIFICATION AND HOLD HARMLESS Agreement shall be for the benefit of the Town of Falmouth and its elected and appointed officials, officers, employees, volunteers and other persons acting on authority of and on behalf of the Town of Falmouth. This INDEMNIFICATION AND HOLD HARMLESS Agreement includes defense costs, expenses, attorneys' fees, judgments and other damage awards.

Name of Facility: Lin White Band Shell

Date(s) of Use: July 5, 12, 19, Aug. 9, 16, 23

Applicant Name: Lillian Kazanis

Signature: Lillian Kazanis

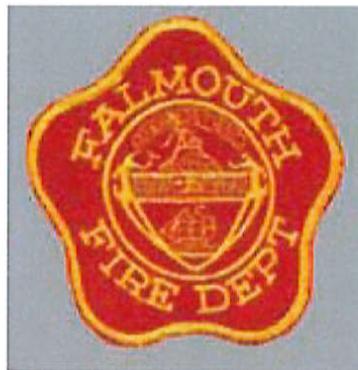
Witness: \_\_\_\_\_

Date: 1/3/25

# FALMOUTH FIRE RESCUE DEPARTMENT

## FIRE PREVENTION

### -PUBLIC EVENT STANDARDS-



This packet is provided for use during an approved Special Event in the Town of Falmouth with regards to regulatory items and inspectional services as outlined by the Falmouth Fire Rescue Department.

Print name of person or organization: Lillian Kazanis / New England Festivals Inc.

Date of Event: July 5, 12, 19, Aug. 9, 16, 23

Signature of representative: Lillian Kazanis  
(I acknowledge receipt of this packet and will adhere to any/all applicable requirements or conditions to be followed as outlined by the Fire Prevention Office of the FFRD)

Date received: 1/3/25

**Town of Falmouth**  
**Entertainment Regulation**  
**Voted by Select Board on July 15, 2024**

1. Any holder of a common victualler license or license to sell alcohol is prohibited from providing entertainment without a license in accordance with M.G.L. c. 140 §§ 181 and 183A and c. 136 § 4.
2. For purposes of this section, entertainment shall mean any theatrical exhibition, public show, public amusement or exhibition of any kind including, but not limited to, the following:
  - Concert
  - Cabaret
  - Dancing by patrons
  - Dancing by performers
  - Recorded or live music
  - Use of an amplification system for any purpose
  - Theater production or play
  - Movie
  - Floor show
  - Light show
3. The Select Board may impose reasonable limitations and conditions on the license to ensure public safety and welfare, including restricted hours for use of the license, noise abatement measures, additional security requirements, and occupancy limitations, among others, in order to further the following goals:
  - Protect employees, patrons and members of the public from disruptive conduct, criminal activity, and from health, safety or fire hazards
  - Prevent an unreasonable increase in pedestrian or vehicular traffic in the area of the licensed premises attributable to the entertainment
4. All licenses issued under these regulations are subject to the occupancy limits established by the building commissioner, unless the Select Board places further, more restrictive occupancy limitations as a condition upon the license.
5. Noise shall be confined to the building unless the Select Board makes specific findings and creates conditions to allow for outdoor entertainment. Unless the Select Board allows such outdoor entertainment, any noise originating from inside the building that is audible outside of the building will be considered a violation of these regulations.
6. No entertainment license is required for televisions, radios, satellite or internet music and other background, ambient entertainment, except when the Select Board allows such entertainment outdoors. In the event that the Select Board allows televisions, radios, satellite or internet music and other background, ambient entertainment outdoors, the Select Board shall make specific findings and create conditions upon such outdoor entertainment.

7. Any license for entertainment to take place outdoors, including any area of the licensed premises or building that is exposed to the open air, as in an alcove or under an overhang, for example, may be allowed under these regulations, subject to the following restrictions, unless explicitly permitted otherwise by the Select Board:
  - a. Any speakers or amplification systems must be directed towards the interior of the property.
  - b. There shall be no outdoor entertainment of any kind, including televisions, radios, satellite or internet music and other background, ambient entertainment, after 10pm.
  - c. Noise from outdoor entertainment shall not be audible to a reasonable person beyond the property line of the licensed premises.
8. If noise from outdoor entertainment cannot be contained within the property lines, the Select Board may place suitable conditions on the license.
9. Within 45 days of receipt of a complete application as determined by the licensing administration, the Select Board will either grant the entertainment license, with any conditions, or order that a hearing on the application take place. The applicant will be given at least 10 days notice prior to the date of the hearing if one is required. The applicant, at their expense, shall be required to publish notice of the hearing in a local paper and provide notification of the hearing to abutters via first class mail. The applicant shall provide proof of publication and notice to the Select Board in advance of the hearing.
10. Determination of whether a public hearing is required shall be made by the Town Manager's office pursuant to the criteria set forth in the Select Board Special Events Use and Entertainment License Policy.
11. Entertainment licenses are not transferable.
12. No gambling or games played for money, other prizes or alcoholic drinks are permitted, except that raffles or casino nights may be conducted by non-profit organizations if otherwise properly licensed.
13. Violations of the terms and conditions of the license may result in modification, suspension or revocation of the license after reasonable notice and a hearing before the Select Board. The licensee will be provided an opportunity to be heard.

**OPEN SESSION**

**BUSINESS**

1. Presentation – Cape Cod Commission’s “Year in Review” – Kristi Senatori, Executive Director (20 minutes)



## AGENDA ITEM SUMMARY SHEET

**ITEM NUMBER:** Business 1.

**ITEM TITLE:** Presentation- Cape Cod Commission's "Year in Review"

**MEETING DATE:** 3/10/2025

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

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

**ATTACHMENTS:** Presentation Materials

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### PURPOSE:

The Cape Cod Commission's Executive Director, Kristi Senatori, will present an annual "Year in Review" report to the Select Board.

This item is for informational and discussion purposes only, and no formal Select Board action is being requested.

### BACKGROUND/SUMMARY:

- The Cape Cod Commission's mission is to protect the unique values and quality of life on Cape Cod by coordinating a balanced relationship between environmental protection and economic progress.
- The Cape Cod Commission is the regional land use planning, economic development, and regulatory agency created in 1990 to serve the citizens and 15 towns of Barnstable County, Massachusetts.

- An unprecedented growth boom on Cape Cod in the 1980s prompted the Massachusetts state legislature to pass the Cape Cod Commission Act in 1989. The Act was signed into law by the Governor in January 1990.
  
- The Act found that the region known as Cape Cod (Barnstable County) "possesses unique natural, coastal, historical, cultural, and other values that are threatened by uncoordinated or inappropriate uses of the region's land and other resources." Since 1990, the Cape Cod Commission has:
  - provided the public with opportunities to voice concerns and ideas on land use policies and issues
  - brought diverse decision makers together to share a regional viewpoint about significant resources
  - pursued a multidisciplinary, comprehensive approach to planning, environmental protection, and economic development
  - identified regional opportunities to improve infrastructure and make progress on economic challenges
  - built awareness of the community impacts of development of all kinds
  - provided the community with a wealth of data and research
  - established strong partnerships with state and federal agencies and local communities

**DEPARTMENT RECOMMENDATION:**

This item is for informational and discussion purposes only, and no formal Select Board action is being 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 item is for informational and discussion purposes only, and no formal Select Board action is being requested.

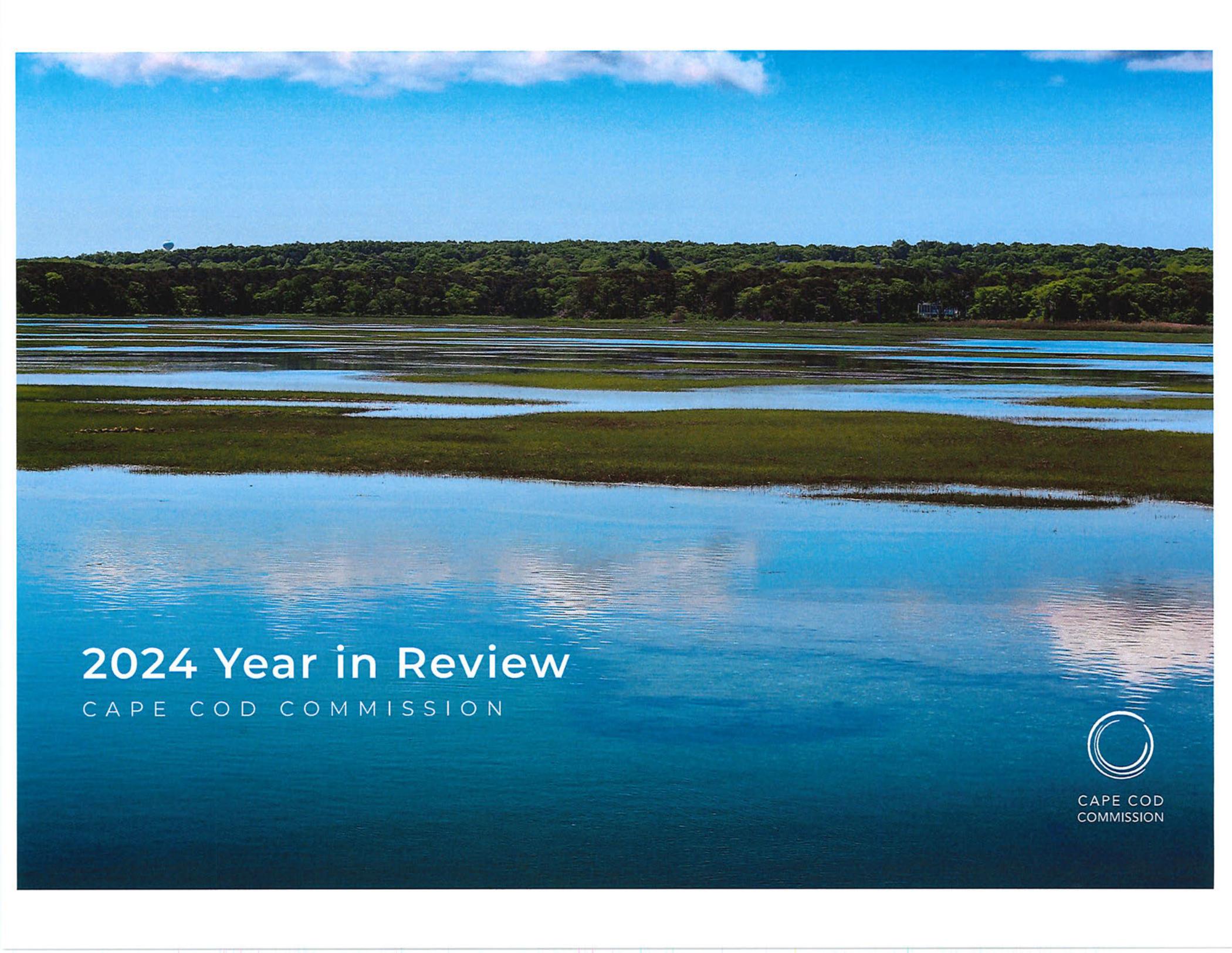
*Michael Renshaw*

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**Town Manager**

3/3/2025

**Date**



# 2024 Year in Review

CAPE COD COMMISSION



CAPE COD  
COMMISSION

## From the Executive Director

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2024 was marked with meaningful progress, significant community engagement, and collaboration with leaders, stakeholders, and organizations across Cape Cod to address our most critical challenges.

Our staff and members worked diligently over the past 12 months, protecting the unique values and quality of life on Cape Cod. With completion of the Regional Housing Strategy this spring we now have a guide for bold and swift action to address the region's housing challenges. We hosted a regional economic summit with state and local leaders, gathering input to inform the development of a new Comprehensive Economic Development Strategy, which was approved this summer.

We launched an update to the Regional Policy Plan, initiating conversations with stakeholders, Commission members, and staff as we begin to shape the next version of the region's master planning document. And we are near completion of the Freshwater Initiative, with a full report, recommendations, and a suite of strategies for our towns available soon.

We continued exploring improvements to enhance the connectivity of our communities with release of the Regional Broadband Needs Assessment and continued advancing digital equity initiatives in multiple towns to foster equitable internet access.

In 2024, we also saw a significant commitment of federal funding to support replacement of the canal bridges and look forward to seeing continued progress for our most critical infrastructure assets.

Celebrating 10 years of the OneCape Summit and recognizing local and state leaders with OneCape awards was a highlight of 2024. Initially launched as a forum to address the region's wastewater challenges, a decade later, the progress is evident, and OneCape now provides a platform for engagement across all our regional priorities and meaningful action toward solutions.

From region-wide stakeholder engagement to shape comprehensive plans for housing, freshwater ponds, and economic development, to municipalities coming together to create digital equity plans and advance climate action, the importance of broad representation from the local community in all of our work cannot be understated.

I am grateful for your continued engagement and support of the Cape Cod Commission and am inspired by the work we've accomplished to keep Cape Cod a special place.



*Kristy Senatori*



## \$64.9 Million Committed for Water Quality Projects on Cape Cod

In March, the Cape Cod and Islands Water Protection Fund Management Board voted to provide subsidies totaling \$64,859,425 to thirteen projects in eight Cape Cod towns that appear on the 2024 Clean Water Intended Use Plan (IUP).

Towns awarded funding include Barnstable, Dennis, Harwich, Mashpee, Provincetown, Sandwich, Wellfleet, and Yarmouth. Projects include pump station and nitrogen removal improvements, sewer extensions and expansions, wastewater treatment facility upgrades,

and an innovative/alternative septic system program.

The 2024 IUP includes nearly \$300 million in Cape projects, the most significant amount on Cape Cod for a single year, demonstrating the continued commitment of Cape Cod towns to advancing wastewater and water quality projects in their communities.

Since the Cape Cod and Islands Water Protection Fund was established in 2018, the management board has committed more than \$204 million in subsidies to support for necessary



wastewater infrastructure and water quality remediation projects across Cape Cod. Learn about more at: [ccom.link/CCIWPF](https://ccom.link/CCIWPF)

## CCIWPF Subsidy Model Protects Fund Longevity

At its meeting in March, the Cape Cod and Islands Water Protection Fund Management Board adopted a new model for providing subsidies to projects listed on the Clean Water Intended Use Plan (IUP), beginning with projects listed on the 2023 IUP. Fund disbursements will shift from a principal forgiveness model to a model that provides a portion of the 25% subsidy over the loan term. Subsidy payments are made when principal payments on the loan are due. This new model will stabilize the Fund and ensure its ability to continue supporting critical wastewater and water quality projects.



### WATER QUALITY PROGRESS HIGHLIGHTED AT ONECAPE SUMMIT

Ten years ago, the OneCape Summit was launched to address the region's pressing water quality challenges, with a focus on wastewater management. A decade later, the progress is evident, but the scope has expanded.

This year's Summit highlighted the successes of the Cape Cod and Islands Water Protection Fund and focused on advancing efforts to protect vital freshwater resources. From innovative data tools to comprehensive pond restoration

strategies, OneCape 2024 demonstrated the region's ongoing dedication to safeguarding Cape Cod's ponds and lakes, offering new approaches and insights to guide future preservation efforts.

## THE CAPE COD FRESHWATER INITIATIVE

The Cape Cod Commission launched the Freshwater Initiative in 2022, responding to growing concerns about the health of the region's 890 ponds and lakes. A strategy to support protection and restoration of Cape Cod's ponds is nearly complete and will be released in early 2025. It includes data, research, and recommendations for action.

Learn more at: [capecodcommission.org/freshwater](https://capecodcommission.org/freshwater)



### STAKEHOLDERS SHARE INPUT

Stakeholder groups organized by groundwater lens met in March, April, and June to learn about and share thoughts on the region's freshwater resources, discuss pond management strategies and priorities, and share ideas for advancing and implementing actions to support pond health. Stakeholder feedback will inform recommendations and resources that result from the Freshwater Initiative.

## Strategies Database Development

A pond-specific strategies database, developed by Commission staff and a group of technical advisors, includes a range of technologies, regulatory and voluntary options, and management approaches for protecting and restoring pond water quality. A total of 38 strategies were identified for the database.

The strategies range in scale from approaches applicable at the in-pond or pond shore scale to watershed scale practices, and vary in the types of pond management challenges they address

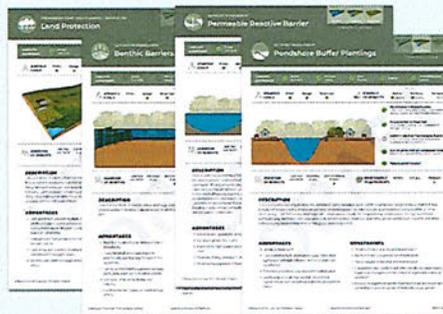
including planning and regulations, nutrient management, sediment management, algae management, vegetation management, and fisheries management. Each strategy in the database includes a detailed description, advantages and constraints, key implementation factors, along with additional attribute, permitting and financing information.

The technical advisory group, comprised of academics, consultants, government officials, and experts with experience in planning, regulating, researching, and imple-



*Development of the strategies database benefited from review and oversight by Commission staff and consultants.*

menting pond strategies on Cape Cod and beyond, contributed to ensure that the database includes the best available information.

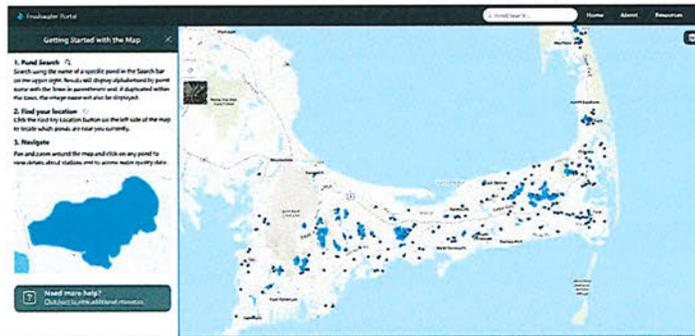


### STRATEGY FACT SHEETS

Strategy fact sheets were developed to provide a visual presentation for the array of management approaches identified in the strategies database. In addition to the strategy details, each fact sheet includes a custom illustration that highlights key concepts of the approach and applicable implementation examples. Draft strategy fact sheets were released for stakeholder feedback in summer 2024 and final versions will be released in early 2025.

## Pond Data Portal Now Available

An update to the Cape Cod Water Quality Data Portal to include freshwater pond data was completed in December. The Portal is a map-based tool that now allows users to explore both freshwater and marine water quality data aggregated from local and regional partners. It depicts high level temporal trends in water quality parameters at various spatial scales ranging from individual monitor-



The new freshwater portal allows users to view available monitoring data. Explore the data at: [waterquality.capecodcommission.org/](http://waterquality.capecodcommission.org/)

ing stations to whole coastal embayments or ponds. Beginning in June, Commission staff convened an end user group to provide input and refine the data portal, with a particular

focus on the data and analysis necessary to inform local decision-making and meet the needs of the broader community.

## REGIONAL POND MONITORING PROGRAM COMPLETES SECOND YEAR

Year two of the Regional Pond Monitoring Program began in spring 2024 and was completed in the fall. The Association to Preserve Cape Cod, in partnership with the Cape Cod Commission, is leading a team of staff and volunteers who monitor 50 representative Cape Cod ponds once per month from April through November. Learn more at: [cccom.link/monitoring](http://cccom.link/monitoring)



## Analysis Highlights Economic Value of Ponds

The Cape Cod Commission contracted with the Eastern Research Group (ERG) in the fall of 2022 to develop an assessment of the economic value of freshwater resources on Cape Cod. The results of these analyses will help inform decisions about future freshwater restoration and preservation efforts. Completed in early 2024, key findings note that Cape Cod ponds and lakes are popular destinations, people prefer to visit ponds and lakes with



Read the full report at: [cccom.link/freshwater-econ](http://cccom.link/freshwater-econ)

clean water and clean beaches, Cape residents and non-resident homeowners value clean ponds, and Cape residents and non-resident homeowners support targeted pond improvements. The analysis helped to quantify the importance of lakes and ponds to the Cape Cod economy.

FRESHWATER ECONOMIC ANALYSIS

### Important to the Cape Cod Economy

**1.3 to 1.7**  
MILLION  
ESTIMATED VISITS TO CAPE COD PONDS AND LAKES ANNUALLY

**84%**  
of residents and non-resident homeowners  
AGREE THAT PONDS AND LAKES ARE IMPORTANT TO THE CAPE COD ECONOMY

Over  
**\$22,000**  
Sales price premium for homes closer to ponds with better water quality

**\$70 - \$89 million**  
of the region's GDP is associated with visits to lakes and ponds

Findings of the Freshwater Initiative economic analysis conducted by Eastern Research Group (ERG)

## Housing Trust and Housing Bank Recommendation Explored

One of the key recommendations included in the Regional Housing Strategy is establishing a housing land bank and community land trust to address housing supply, affordability, and availability challenges.

A land bank focuses on acquiring, managing, and redeveloping properties for values-driven purposes such as housing, while a community land trust holds land in perpetuity to ensure long-term affordability and community benefits.

The Cape Cod Commission is working with consultants and stakeholders to create a framework for these entities, emphasizing community engagement and public feedback.

Public meetings in Orleans and Sandwich introduced the concepts and gathered input on aligning new housing with Cape Cod's character and

supporting diverse income levels and housing types. Virtual sessions provided deeper insights into potential structures, funding sources, and successful models from other regions.

This initiative aims to provide a framework for creation of entities that can act swiftly and regionally to acquire and preserve attainable housing, filling critical gaps in the current housing landscape. The research phase, will conclude in early 2025 with detailed recommendations for implementation.



View resources from community meetings and learn more at: [ccc.com.link/clt-hlb](https://ccc.com.link/clt-hlb)

### STRATEGY TOOLS AND RESOURCES

A suite of tools and resources have been developed to support implementation of the housing strategy. These include residential design guidelines, model bylaws for towns, and strategy fact sheets for over 40 strategies identified as potentially applicable for the region. Explore all resources at: [capecodcommission.org/housing](https://capecodcommission.org/housing)



In May 2024, the Cape Cod Commission released *Housing Cape Cod: The Regional Strategy*, a comprehensive plan addressing the region's urgent housing crisis, with a clear path for meaningful action. The Strategy outlines thirteen key recommendations to increase housing diversity and affordability, including zoning reform, streamlined permitting, the creation of a regional housing trust and land bank, and a permanent regional housing services office. Developed with thorough data analysis, research, and collaboration with diverse stakeholders, it aims to support the year-round population, preserve natural resources, and bolster climate resilience. Currently, only 2% of land on Cape Cod is zoned to allow housing with more than 2 units, highlighting the significant opportunities for more flexible zoning to accommodate more diverse housing options. Additional resources—such as model bylaws, design guidelines, and town-specific zoning insights—equip local leaders for implementation. The full Regional Housing Strategy is available at: [capecodcommission.org/housing](https://capecodcommission.org/housing).

## Pre-Approved Housing Plans to Streamline Permitting Processes

Permitting for new multi-family housing on Cape Cod can be complex and time-consuming. To address this, the Regional Housing Strategy recommends streamlining permitting processes, including the development of pre-approved plans for small-scale housing types.

In 2024, the Cape Cod Commission began collaborating with experts from Flintlock Lab, Union Studio Architecture, and Kronberg Urbanists and Architects to create these plans, guided by Cape Cod's Multifamily Housing Design Guidelines. The plans aim to promote predictable, community-supported development while advancing sustainability and resilience goals. Local towns can adopt and adapt the plans to meet their unique needs.



Learn more about pre-approved housing plans at: [cccom.link/pre-approved-plans](https://cccom.link/pre-approved-plans)

Pre-approved plans, such as those for accessory dwelling units, cottages, duplexes, and small multi-family buildings, are designed to comply with local standards and building codes, requiring minimal administrative review. This approach reduces costs and accelerates development while ensuring context-sensitive designs that align with Cape Cod's historic aesthetic. It can also increase predictability for both developers and the broader community.

## Zoning for Housing: Model Bylaws aim to encourage greater housing options

To support implementation of the Regional Housing Strategy, the Cape Cod Commission developed a suite of model bylaws with Utile and Outwith Studio focused on increasing attainable housing opportunities. Towns can customize and adopt these bylaws to help encourage and incentivize development and redevelopment of housing that meets the needs of the region.

### Design-driven housing

Allows an array of context-sensitive multifamily housing uses by-right with specific parameters for building form.

### Zoning for seasonal worker dormitories

Provides for dormitories within a mixed-use setting, as an accessory to new or



Learn more about Regional Housing Strategy model bylaws at: [cccom.link/rhs-model-bylaws](https://cccom.link/rhs-model-bylaws)

existing commercial buildings, or in lower density areas and locations along commercial corridors.

### Converting single-family homes to multi-family housing

Encourages conversions, aiming to broaden the range of available housing options, provide an alternative use for large historic homes, limit construction-related greenhouse

gas emissions, and respect the aesthetic value of Cape Cod's existing housing.

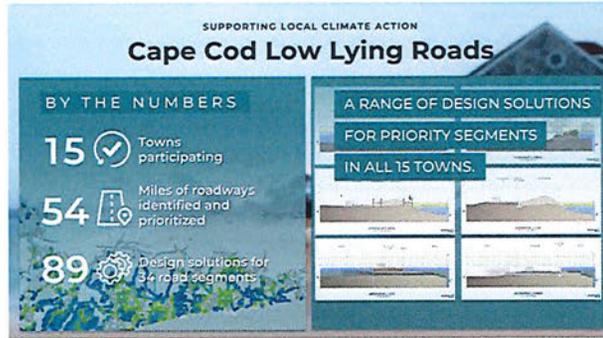
### Incentivizing year-round rentals

Offers an incentive to encourage a portion of a development to be used as year-round rental units to foster production of housing occupied by long-term residents who may want or need to rent rather than purchase their home.

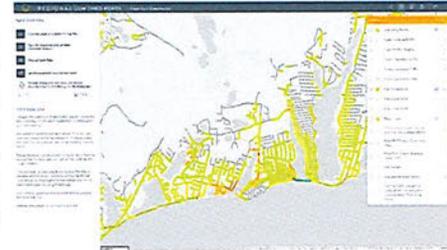
## Low-Lying Roads Project

This year, the Commission completed a three-year initiative to assess and analyze the region's low-lying roads and develop actionable solutions for towns to enhance their resiliency against increasing climate impacts.

With funding from the U.S. Economic Development Administration and the Massachusetts Municipal Vulnerability Preparedness (MVP) Program, the Commission partnered with the Woods Hole Group to conduct a vulnerability assessment of roadway segments, bridges, and culverts at risk from flooding caused by sea level rise and



Explore the data Viewer and learn more at: [capecodcommission.org/climate](https://capecodcommission.org/climate)



storm surges. The project leveraged state-of-the-art modeling and extensive community engagement to identify and prioritize low-lying roads for targeted coastal resiliency measures. The analysis identified 270 road segments, encompassing 54 miles of roadway, across all 15 Cape Cod towns.

From this, the team developed 89 design adaptations for 34 critical road segments. All findings were compiled into the Low-Lying Roads Data Viewer, an interactive mapping tool that enables users to explore the data and results of the analysis to inform local decision-making.

## 2024 Climate Ambassador Program

The Climate Ambassador Program, created in 2021, aims to help students better understand climate change, learn how to communicate the issues effectively, and learn about actions they can take individually and collectively to bring about change.

This year's cohort included 13 students representing Falmouth High School, Nauset Regional High School, Monomoy Regional High School, Upper Cape Regional Technical High School, Cape Cod Academy, and Sturgis Charter Public School East.

To date, nearly 80 students have completed



The 2024 Climate Ambassador cohort combined virtual meetings with more hands-on sessions, and concluded the program year with the student's Climate Ambassador Project presentations.

the Climate Ambassador Program from 15 schools across the Cape and Islands.

Learn more about the program at: [capecodcommission.org/climate-ambassadors](https://capecodcommission.org/climate-ambassadors)

## Regulating for a Resilient Coast

Working with the Cape Cod Cooperative Extension, Woods Hole Sea Grant, Urban Harbors Institute, Noble, Wickersham and Heart, and the towns of Chatham, Eastham, Provincetown, Truro, and Wellfleet, the Cape Cod Commission developed a set of model regulations intended to safeguard wetlands and adapt to coastal risks now and into the future.

These new regulations build upon an existing coastal resilience bylaw and set higher standards for zoning regulations than those required by FEMA's National Flood Insurance Program. They also create cohesive local regulations and permitting across various boards and commissions. Designed with flexibility and adaptability in mind, these model regulations

allow towns to select a planning horizon based on best available data and customize bylaws to local priorities.

The regulations are part of a suite of model wetlands and zoning regulatory tools intended to promote resiliency to climate change.

Learn more at: [capecodcommission.org/coastal-floodplain-resiliency](https://capecodcommission.org/coastal-floodplain-resiliency)



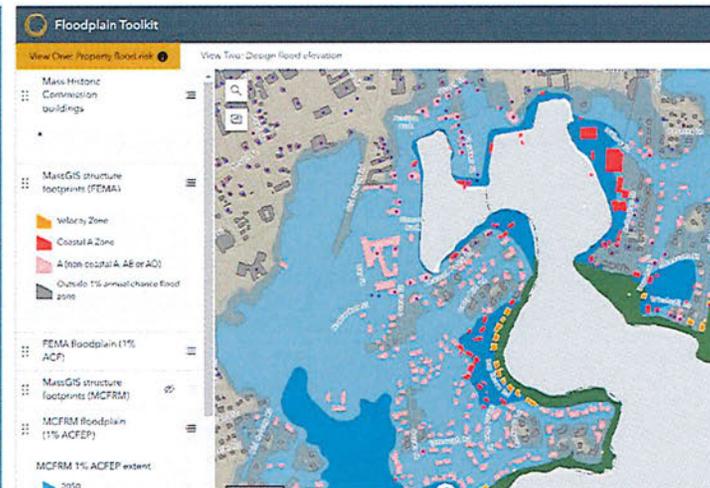
### Model Coastal Resilience Zone Bylaw & Regulations

*model wetlands regulations provide standards for development in the current and projected future floodplain*



### Model Floodplain Overlay District Zoning Bylaw

*model zoning bylaw with higher standards than those required under the FEMA National Flood Insurance Program*



The floodplain viewer maps FEMA and MC-FRM flood risks (2050, 2070) and compares design flood elevations with MC-FRM guidance. Explore at: [cccom.link/floodplain-data-viewer](https://cccom.link/floodplain-data-viewer)



## Support for Regional Climate Action

In October, Commission staff participated in the Cape Cod Climate Change Collaborative's 2024 Net Zero Conference and provided resources to attendees, highlighting the Commission's climate-related tools and initiatives, including the Regional Low-Lying Roads Data Viewer, Cape Cod Coastal Planner, new Floodplain Toolkit, Solar Screening Tool, and EV Siting Analysis. Prioritizing local climate action planning continues to be an agency-wide goal in the coming year.

Resources and additional web tools for local and regional climate action can be found at: [capecodcommission.org/climate](https://capecodcommission.org/climate)





### 2024 ONECAPE SUMMIT

In September, over 400 participants from Cape Cod and beyond convened at the Wychmere Beach Club for the 10th annual OneCape Summit.

Since its inception as a forum on wastewater challenges, OneCape has evolved to address Cape Cod's broader needs—from attainable housing and climate change to infrastructure and broadband. With wastewater projects now advancing steadily, OneCape serves as a launchpad for diverse regional initiatives that will shape Cape Cod's future. Over two days, the summit explored strategies for sustainable infrastructure, equitable broadband access, freshwater protection, and housing diversity, underscoring the Commission's mission to foster local action and regional collaboration. A key goal of the annual event is for attendees to gain new insights and a renewed commitment to preserving Cape Cod's unique character.

All OneCape Summit plenary and breakout session recordings are available online at: [onecape.capecod-commission.org](https://onecape.capecod-commission.org)

### Innovative Housing Solutions

OneCape 2024 highlighted Cape Cod's urgent need for year-round, affordable housing. Throughout the conference, speakers urged local leaders to collaborate on solutions, presenting innovative strategies like infill design, parking reform, and community land trusts. Lieutenant Governor Kim Driscoll emphasized local

action, stressing that while the state provides policies and resources, community collaboration is essential for advancing housing priorities. National experts such as Chuck Marohn, Allison Thurmond Quinlan, and Eric Kronberg shared ideas on re-use, incremental development, and model housing plans tailored for Cape Cod.



A mobile workshop also showcased redevelopment projects, including a tour of a repurposed fire station in Harwich.



### ONECAPE AWARDS

The Cape Cod Commission recognized four individuals with the OneCape Award for their outstanding contributions to the community. Honorees included Dorothy Savarese, Dan Wolf, Senator Susan Moran, and State Representative Sarah Peake.





## A Resilient Region

OneCape 2024 focused on strategies to address climate change impacts and drive climate innovation on Cape Cod. Dr. Emily Reichert, CEO of the Massachusetts Clean Energy Center, highlighted Massachusetts' goal to become a global climate tech hub, fostering economic growth through clean energy advancements. Michael Jung of Modern Hydrogen emphasized the need to modernize the electric

grid to support a more electrified future. Cape Cod Commission staff outlined key initiatives: expanding electric vehicle infrastructure, developing coastal floodplain resiliency tools, and Vision 88—a plan for an 88-mile bikeway network across the Cape. Climate focused breakout sessions addressed challenges and opportunities for increasing electric vehicle infrastructure throughout the region, and local climate action planning and implementation efforts already underway on the Cape and Islands.

## Innovation and Infrastructure

OneCape 2024 showcased infrastructure advancements and data-driven projects shaping Cape Cod's future. Key transportation initiatives were discussed, with updates on key safety efforts and bridge replacements including next steps.

The Summit also spotlighted broadband and digital equity initiatives, with Deputy Director Steven Tupper leading a panel on Cape Cod's Broadband Needs Assessment and local digital equity efforts across the region.

Commission staff shared insights on a range of projects and initiatives includ-



ing Vision Zero, a federally funded project aiming to eliminate roadway fatalities on Cape Cod, and proposed solutions to improve safety and circulation for parking and traffic flow in downtown Chatham.



## STRENGTHENING THE REGIONAL ECONOMY

The 2024 Comprehensive Economic Development Strategy (CEDS) outlines a vision for a strong and vibrant Cape Cod—a vision that shaped discussions throughout OneCape 2024. The conference explored the region's potential to lead in climate technology and the blue economy, focusing on how these sectors could drive sustainable growth. Sessions emphasized the importance of strengthening Cape Cod's natural, built, and community systems to ensure economic prosperity. Additionally, strategies for supporting a year-round economy, from fisheries to local businesses, showcased a commitment to fostering inclusivity and long-term economic vitality across the region.

Watch OneCape Summit 2024 session recordings online at: [onecape.capecodcommission.org](https://onecape.capecodcommission.org)

## Side Path Crossings Inventory Recommends Safety Measures

The Commission's Side Path Crossing Inventory is part of an ongoing regional effort to promote safe bicycle and pedestrian accommodations across Cape Cod, consistent with the Cape Cod Regional Transportation Plan.

The Side Path Crossing Inventory builds on the 2022 Rail Trail Crossing Inventory and includes safety

recommendations for side paths along roadways.

The Inventory describes specific features of the crossings inventoried by Commission staff. Presented by town, the inventory includes information and photographs for each crossing location. The report includes next steps and offers basic design



Learn more at: [cccom.link/crossing-inventory](https://cccom.link/crossing-inventory)

guidance, diagrams, and formal design guidelines from state and federal sources.



## Vision Zero Prioritizes Safety for All

The Cape Cod Vision Zero Action Plan, a pathway to a safer future, will include a systematic crash analysis and set of solutions to tackle the root causes of all crashes, emphasizing those involving bicyclists, pedestrians, and other non-motorists.

The Action Plan will consider a range of low-cost, high-impact regional strategies such as bike light distribution, updated pedestrian signal equipment, and significant infrastructure improvements at key locations. Completing the Action Plan will make all fifteen

Cape Cod towns eligible for Safe Streets and Roads for All (SS4A) Implementation Grants to leverage federal funding to implement strategies.

The work is funded through the federal SS4A Grant Program, which is funded by the U.S. DOT under the Bipartisan Infrastructure Law/Infrastructure Investment Jobs Act to subsidize regional initiatives through grants to prevent roadway deaths and serious injuries.

Learn more at: [cccom.link/vision-zero](https://cccom.link/vision-zero)



### ANALYSIS IDENTIFIES HIGH CRASH INTERCHANGES

A new study conducted by the Commission focuses on the entrance and exit ramp intersections of the region's highway system, seeking to identify the highest crash intersections to better prioritize improvements and enhance roadway safety. The study analyzed 32 intersections across 15 interchanges, including Route 28 in Falmouth and along Route 6, excluding interchanges near the Bourne and Sagamore bridges, as those are being extensively studied as part of the Canal Bridges Project. The final report provides metrics for all intersections studied. View the report at: [capecodcommission.org/safety](https://capecodcommission.org/safety)

### CHATHAM PARKING AND CIRCULATION STUDY

Following extensive data collection and community outreach, Commission staff completed the Chatham Parking and Circulation Study. The study includes solutions to parking and congestion challenges in busy downtown Chatham including recommendations for a downtown shuttle, delivery vehicle loading zones or drop-off hours, additional signage, and improvements to downtown crosswalk. See the report at: [capecodcommission.org/cpcs](https://capecodcommission.org/cpcs)



## CANAL BRIDGES PROGRAM UPDATE

Efforts to address the “functionally obsolete” Bourne and Sagamore Bridges and a plan to replace both bridges is well underway. With the July announcement of a \$993 million federal grant from the Bridge Investment Program, a total of \$2.4 billion in funding for the project has been secured - \$1.72 billion in federal funds and \$700 million from the state. While the state maintains a commitment to replace both bridges, funding has been allocated to replace the Sagamore Bridge as



Learn more at: [capecodcommission.org/canal](https://capecodcommission.org/canal)

Phase 1 of the Canal Bridges Program as it continues to pursue federal grant opportunities for the replacement of the Bourne Bridge in Phase 2.

## Municipal Digital Equity Planning

The Commission is a qualified provider of free digital equity planning for all Cape Cod towns. Funded by MBI, the goal is to help communities understand their access and adoption challenges to digital equity in order to bridge the digi-



Learn more about the Commission's digital equity planning efforts at: [cccom.link/digital-equity](https://cccom.link/digital-equity)

ital divide. The Cape Cod Commission is working with several towns in the region to complete digi-

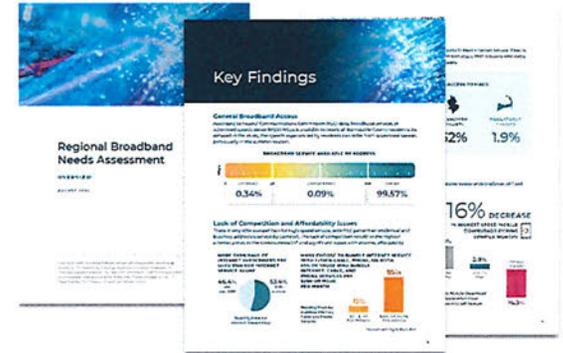
tal equity plans to ensure no one feels left behind in this increasingly online world. Digital equity plans in Bourne, Sandwich, and Orleans are complete, and the Commission is currently collaborating with Barnstable and Falmouth.

Once the digital equity plans are completed, towns may choose when and how to utilize them to best suit their needs locally.

## Broadband Needs Assessment Identifies Recommendations

Prepared for Barnstable County by CTC Technologies and Energy and Rural Innovation Solutions, Inc., and the Cape Cod Commission, the Regional Broadband Needs Assessment and Summary presents key findings and provides actionable recommendations to improve the region's broadband landscape and address digital equity challenges.

Key findings show a lack of competition, lack of fiber, and high prices for Cape Cod subscribers. The Assessment outlines 14 recommendations that address needs and opportunities identified across three



Learn more about the Commission's broadband work at: [capecodcommission.org/broadband](https://capecodcommission.org/broadband)

broad categories: fiber and fixed broadband infrastructure, mobile network enhancements, and advancing digital equity on Cape Cod. The recommendations offer strategic approaches for municipal and regional leaders and other stakeholders to enact across Cape Cod.

The Regional Broadband Needs Assessment represents a significant step towards understanding the functionality of the region's existing internet network and potential for upgrades or expansion to increase access to high-speed broadband.

## 2024 Comprehensive Economic Development Strategy Completed

This year, the Cape Cod Commission and Barnstable County Economic Development Council (BCEDC) updated the Comprehensive Economic Development Strategy (CEDS), a five-year strategic plan for economic development on Cape Cod. The plan is updated every five years in collaboration with the BCEDC and local and regional stakeholders. It defines an action plan with priority initiatives to move Cape Cod's economy toward a sustainable future.

The 2024 CEDS envisions a strong and vibrant Cape Cod: a resilient, inclusive, and diverse year-round community with access to housing options, high-quality business, education, and employment opportunities, and thriving natural resources, building upon the historic and unique characteristics that have drawn people to the region for centuries.

The CEDS contains six goals that focus on housing attainability, community, infrastructure, natural resources, workforce development, and economic diversity and resiliency. The 2024 Cape Cod CEDS was approved by the BCEDC and the Cape Cod Commission in June and by the US Economic Development Administration in August.



### Key Actions

-  Incentivize Year-round Housing
-  Simplify Appropriate Housing Development
-  Provide Opportunities for Organizations and Entrepreneurs to Pilot Ideas
-  Support Year-round Community Activity and Civic Engagement
-  Develop and Connect Students and Workforce to Educational and Training Opportunities
-  Identify and Support Growing Industries in the Region
-  Invest in Water Quality and Wastewater Infrastructure
-  Invest in Broadband Infrastructure
-  Advocate for Replacement of the Canal Bridges
-  Advance Climate Change Resiliency

The CEDS includes targeted key actions to address the region's most pressing economic challenges. Learn more at: [capecodcommission.org/our-work/ceds](https://capecodcommission.org/our-work/ceds)

## Commission Hosts 2024 Cape Cod Economic Summit

Cape Cod leaders from various sectors, including business, education, nonprofit, and government, convened at the Cape Cod Museum of Art on March 5 for the Cape Cod Economic Summit, a forum designed to inform development of the next economic development plan for the region. Keynote presentations focused on critical data and the Commonwealth's economic priorities, which along with feedback from attendees, helped to inform the 2024 Comprehensive Economic Development Strategy. Learn more at: [cccom.link/2024EconomicSummit](https://cccom.link/2024EconomicSummit)





## Cape Cod Commission Staff

Kristy Senatori, Executive Director

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Gary Prahm

Jessica Rempel

Anne Reynolds

Jeffrey Ribeiro

Deb Ricotta

*Carolina Romero*

Chloe Schaefer

Joyia Smikle

David Still

Steven Tupper

Jordan Velozo

Michele White

Jessica Wielgus

2024 New Hire    2024 Departure

## Cape Cod Commission Members

Harold Mitchell | Sandwich, *Chair*

Fred Chirigotis | Barnstable  
(January - April)

Catherine Ledec | Barnstable  
(June - Present)

Stephen Mealy | Bourne

Elizabeth Taylor | Brewster

Tom Wilson | Chatham

Richard Roy | Dennis

Joyce Brookshire | Eastham  
(January - April)

John Druley | Falmouth

Jacqueline Etsten | Harwich

Ernest Virgilio | Mashpee

Douglas Fromm | Orleans

Peter Okun | Provincetown

Kevin Grunwald | Truro

Richard Elkin | Wellfleet  
(January - February)

David Mead-Fox | Wellfleet  
(June - Present)

Dennis Prebensen | Yarmouth

Ron Bergstrom | County Commissioner

John D. Harris | Minority Rep.

David Weeden | Native American Rep.



### IN MEMORIAM: RICHARD "DICK" ELKIN

Richard "Dick" Elkin passed away in February 2024. He joined the Cape Cod Commission board in September 2019, representing the Town of Wellfleet. Dick was a staunch advocate for the environment who cared deeply about Wellfleet and Cape Cod as a whole.



CAPE COD  
COMMISSION

**CAPE COD COMMISSION**

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## **OPEN SESSION**

### **BUSINESS**

2. Hear a presentation on the draft Single-Use Plastics Rules and Regulations for Food Establishments (15 minutes)



## AGENDA ITEM SUMMARY SHEET

**ITEM NUMBER:** Business 2.

**ITEM TITLE:** Hear a presentation on the draft Single-Use Plastics Rules and Regulations for Food Establishments

**MEETING DATE:** 3/10/2025

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

**SUBMITTED BY:** Scott McGann, Health Agent

**ATTACHMENTS:** Draft Regulations

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### PURPOSE:

The Plastic Reduction Advisory Committee (PRAC) will be presenting the proposed regulation named "Single-Use Plastics Rules and Regulations for Food Establishments."

### BACKGROUND/SUMMARY:

- The Plastic Reduction Committee was formed by the Selectboard based on the outcome of Article #18 of the 2023 Falmouth April Town meeting that called for a prohibition on single use plastics in food establishments.
- The article did not pass and the result was a vote to form a committee to work on a plastics reduction regulation.
- The committee completed the regulation, called Single-Use Plastics Rules and Regulations for Food Establishments, and has submitted it to the Board of Health. A

Board of Health hearing on this proposed regulation is set for 3-24-2025. Hearing notices have been sent out per M.G.L. c.111, s. 31 and all licensed food establishments were provided the regulation and were notified of the hearing.

- The objective of this regulation is for food establishments, such as restaurants, markets, grocery stores and mobile food vendors, to eliminate or reduce the use of single-use plastics.

**DEPARTMENT RECOMMENDATION:**

The Health Department recommends that PRAC present their regulation to the Selectboard for discussion and comment.

**OPTIONS:**

This item is for discussion purposes only; no formal action is being requested by the Select Board at this time.

**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 item is for discussion purposes only; no formal action is being requested by the Select Board at this time.

*Michael Renshaw*

\_\_\_\_\_

Town Manager

3/6/2025

Date

**DRAFT**  
**Single-Use Plastics Rules and Regulations for Food Establishments**  
**January 2025**  
**Adopted Date: TBD**  
**Effective Date: (plus 6 months)**

**Preamble**

Food Establishments are vital to the economy and culture of Falmouth. These regulations strive to balance the need to mitigate the human health and environmental impacts of disposable plastics against the daily decisions that must be made in order to operate a food establishment.

Disposal products are typically used for minutes, hours, or a few days before they are discarded. If they are plastic, it can take hundreds of years for these products to decompose, resulting in microplastics in the environment and posing hazards to marine wildlife, soil, groundwater, and human health. The production of traditional plastics from fossil fuels also emits greenhouse gases. Although recycling remains important for plastics that are in use, it is not a complete solution to alleviating plastics in the environment. Importantly, many products made from plastic can be easily replaced by products made from natural fibers that degrade more readily and do not generate contaminants.

The objective of these regulations is to find implementable solutions to the growing plastics waste problem in Falmouth. Specifically, these regulations strive to reduce or eliminate the use of disposable plastic containers and utensils associated with prepared foods by food establishments in Falmouth.

In addition to the prohibitions and restrictions below, all food establishments in the Town of Falmouth are encouraged to significantly reduce or eliminate single-use disposable foodware and accessories and prioritize reusable alternatives.

**1. Authority**

The Falmouth Board of Health adopts these regulations in accordance with Massachusetts General Laws chapter 111, section 31, to provide for the protection of public health and the environment.

**2. Definitions**

Accessory Disposable Foodware - Disposable Foodware items such as straws, stirrers, napkins, utensils, condiment cups and packets, cup sleeves, tops, lids, and spill plugs, and other similar accessory or accompanying items used as part of food or beverage service or packaging.

ASTM International or ASTM - ASTM International, formerly known as the American Society for Testing and Materials, is a standards organization that develops and publishes voluntary consensus technical international standards for a wide range of materials, products, systems and services.

Certified Compostable - Compostable products certified as conforming to ASTM or other international standards, including ASTM standards D6400 and D6868 pertaining to biodegradability and the ability of the finished product to disintegrate, as well as products tested for plant toxicity and heavy metals. Certification must be provided by authorities on compostables such as Biodegradable Products Institute

(BPI), Compost Manufacturing Alliance (CMA), and OK Compost / TUV, for example, in reliance on ASTM or other international standards.

Compostable – Capable of undergoing aerobic biological decomposition under specific conditions within a specific timeframe, such that the material becomes visually indistinguishable and breaks down into carbon dioxide, water, inorganic compounds, and biomass consistent with ASTM International Standards.

Disposable Foodware - Containers, bowls, plates, trays, cartons, boxes, pizza boxes, cups, paper or foil wrappers, liners and any other items designed for single use to hold, serve, eat, or drink Prepared-on-Premises Food.

Due Diligence - For these regulations, due diligence is the investigation and analysis that a reasonable business or person is normally expected to undertake before requesting an Allowance or Waiver.

Leftover Container – Any container provided by a Food Establishment to a customer for leftover food not consumed on premises.

Food Establishment – As defined by 105 CMR 590.000.

Natural Fiber - A plant-based, non-synthetic fiber, including but not limited to paper, wood, bamboo, palm leaf, wheat straw, or sugarcane. Natural Fiber does not include plastic of any kind.

PHA – Polyhydroxyalkanoates, naturally-produced polyesters that are compostable in home and industrial settings, and degradable in marine and freshwater environments.

PLA – Polylactic acid, a plastic substitute made from fermented plant starch, usually corn. PLA is typically only compostable in an industrial facility.

Plastic - A synthetic material, typically derived from fossil fuels, made from a wide range of organic polymers such as polyethylene, PVC, nylon, etc., that can be molded into shape while soft and then set into a rigid or slightly elastic form.

Prepared-on-Premises Food - Foods or beverages that are prepared on the Food Establishment's premises by cooking, chopping, slicing, mixing, freezing, squeezing, or other processing or repackaging and which require no further preparation to be consumed. This does not include raw/uncooked whole fruits or vegetables which are not chopped, squeezed, or mixed, or raw/uncooked meat products.

Resin Identification Code – A symbol or number from 1 to 7 on a plastic product that indicates the type of plastic used to make it.

Reusable Foodware - All foodware and accessory items, including plates, bowls, cups, trays, glasses, straws, stirrers, condiment cups and utensils, that are manufactured of durable materials and that are specifically designed and manufactured to be washed and sanitized and to be used repeatedly at the establishment over an extended period of time.

Takeout Container – Container used for Takeout Food.

Takeout Food - Prepared-on-Premises Food that is purchased from a Food Establishment to be consumed off premises. Takeout Food includes Prepared-on-Premises Food carried out by the customer or delivered by a Food Establishment or by a Takeout Food Delivery Service.

Takeout Food Delivery Service - A third-party delivery service that picks up Takeout Food from a Food Establishment and delivers it to the customer for consumption off the premises.

Undue Hardship - A significant difficulty or economic burden imposed on an individual or organization.

### 3. Foodware Standards

(a) Food Establishments must use reusable foodware unless such use would create undue financial hardship, as determined by the Health Agent or designee.

(b) Full service dine-in restaurants, where meals are primarily prepared individually for the customer and are served to customers at their table by waitstaff, must use reusable foodware.

(c) Unless specified elsewhere in this regulation, Food Establishments providing Disposable Foodware and/or Accessory Disposable Foodware for prepared food must select products composed of the following materials, unless a waiver or variance is received, as described in sections 4 and 5:

- Products made entirely of paper and wood that are not lined or coated
- Certified Compostable products that are not PLA
- Plastic-lined, including PLA-lined, cups made of paper, wood, or natural fiber that are used for hot liquids
- Bioplastics that are third-party certified to be home compostable, e.g., PHA
- Glass
- Aluminum foil wrappers
- Aluminum containers with aluminum or cardboard lids

### 4. Waivers for Specific Plastics

(a) The Health Agent, or designee, may grant a waiver from these regulations for the use of specific plastics if the Food Establishment can demonstrate that they have attempted to comply with these regulations, but are unable to do so for any of the following reasons:

- (i) No suitable alternative exists;
- (ii) Supply chain issues are affecting alternative product availability; or
- (iii) The use of the suitable alternative would create undue financial hardship.

(b) The Food Establishment must be able to provide documentation of all due diligence taken in the effort to comply with these regulations.

(c) Waivers may be granted for the following products, only:

- Petroleum-based plastics identified by resin identification codes 1, 2, and 5 in any color other than black
- Plastic-lined, including PLA-lined, products made of paper, wood, or natural fiber
- Plastic, including PLA, wrap or film
- Window bags and window boxes that are made primarily from fiber with a plastic film window

(d) Documentation of due diligence under this regulation must be current and maintained by the Food Establishment and available to the Health Department upon request, including during routine inspections or complaint follow-up. Documentation should include a list of all non-compliant items and the efforts taken to replace each item. A form to be used for this purpose is available through the Health Department. During permit renewal, this form must be uploaded as an attachment to the renewal

application. Failure to upload the required documentation may result in an incomplete permit renewal application.

## **5. Variances**

(a) The Board of Health, following a public hearing and an opportunity to be heard, may grant a variance from provisions of these regulations for the following purposes:

- (i) To use products not specified in sections 3 and 4;
- (ii) To request an extension of time for compliance, beyond what is permitted under these regulations.

(b) Every request for a variance must be submitted in writing and must state the specific provision from which relief is sought and the reasons therefore.

(c) No variance will be granted for black plastic or for No. 6 plastics.

(d) Dine-in facilities that are granted a variance for the use of PLA must provide clearly-labeled compost collection bins onsite and proof of a contract for industrial compost collection services with a composter that accepts PLA. Facilities providing compost collection bins are urged to provide educational signage to assist their customers by clarifying which products are composed of PLA, a substance that cannot be recycled but can be composted in an industrial facility.

(e) The Board of Health may not grant a variance unless the applicant has demonstrated, based upon credible reliable evidence, that the enforcement of these regulations would create an undue hardship, and due diligence has been exercised in seeking compliance with these regulations.

(f) Any variance granted by the Board of Health must be in writing and the term of the variance is for one year from the date of issuance. Any denial of a variance shall also be in writing and contain a brief statement of the reasons for the denial.

(g) Any variance or other modification authorized under these regulations may be subject to such qualification, condition, revocation, suspension, or expiration as the Board of Health expresses in its grant. A variance or modification authorized to be made by these regulations may otherwise be revoked, modified, or suspended, in whole or in part, only after the holder thereof has been notified in writing and has been given an opportunity to be heard in conformance with the requirements of 105 CMR 590.000 and/or 310 CMR 11.00, as may be applicable, for orders and hearings.

## **6. Accessory Disposable Foodware Items**

(a) Accessory Disposable Foodware items are prohibited, unless requested by the customer, except that the following items may be provided without request, for safety reasons: disposable cups with lids, spill plugs, and sleeves at a drive through or for off-site delivery by a Food Establishment or a Takeout Food Delivery Service.

(b) Prepackaged Accessory Disposable Foodware items are prohibited unless they are packaged individually in paper.

(c) Food Establishments and Takeout Food Delivery Services must provide the option for customers to affirmatively request cutlery with their orders for food and beverages across all ordering/point of sale platforms, including but not limited to web, smartphone and other digital platforms, telephone, and in-person.

(d) Straws must be composed of PHA or paper.

(e) Stirrers must be composed of wood or other natural fiber.

## **7. Condiments**

(a) Condiments for dine-in eating must be provided in bottles or at self-service dispenser stations that use paper cups. Disposable packets are prohibited for dine-in eating.

(b) The provision of condiments for take-out orders is prohibited unless condiments are requested by the customer.

(c) Food Establishments and Takeout Food Delivery Services must ensure that any web-based, digital point of sale platform that allows a customer to place an order online or through an application, provides an option for customers to affirmatively request condiments.

## **8. Leftover Containers**

Leftover containers must be composed of non-PLA Certified Compostable materials, aluminum foil, or aluminum containers with aluminum or cardboard lids. Bags shall not be provided for takeout containers unless requested and must also be made of paper or other non-PLA Certified Compostable materials. No waiver shall be granted for the use of plastic bags or containers.

## **9. Enforcement**

(a) These regulations may be enforced by the Board of Health or Health Agent through any lawful means at law or in equity, including, but not limited to, noncriminal disposition as set forth in section 10.

(b) Following a warning or fine issued pursuant to 105 CMR 590.000 and/or 310.11, a Food Establishment will have 60 days to return to full compliance with this regulation. Corrective action, when completed, must be documented for the Health Department. Offenses occurring within two years of the date of prior reported offense will be considered as subsequent offenses.

(c) Fines under this section shall be paid to the Town of Falmouth within 60 days.

## **10. Non-criminal disposition**

(a) Violations of these regulations may also be enforced by a civil fine where non-criminal disposition of this section is provided in § 1-2 of the Falmouth bylaws, as amended, and pursuant to the authority granted by M. G.L. c. 40 § 21D. The penalty for violations of these regulations shall be as follows:

- First offense: twenty-five dollar (\$25) fine;
- Second offense: fifty-dollar (\$50) fine;
- Third offense: one-hundred-dollar (\$100) fine;
- Fourth and subsequent offenses: two-hundred-dollar (\$200) fine.

Each day that a subsequent or continuing violation occurs shall constitute a separate offense. The civil penalty for each such violation is also set out in § 1-2 of the Falmouth bylaws.

(b) As a result of a fourth offense, or a failure to provide requested information within the timeframe established, the Board of Health shall conduct a hearing. The Board of Health, after a hearing conducted in accordance with the procedures set forth in 105 CMR 590.000 and/or 310 CMR 11.00, as may be applicable, may suspend, revoke, or withhold renewal of the food service permit for any establishment failing to comply with this regulation.

#### **11. Severability**

The provisions of these regulations are severable. If any part of these regulations should be held invalid by a court of competent jurisdiction, such invalidity shall not affect the remainder of the regulations, and the remainder of the regulations shall stay in full force and effect.

**Town of Falmouth**  
**Plastic Reduction Advisory Committee Charge**  
**Adopted by Select Board on May 1, 2023**

The Plastic Reduction 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 seven (7) members, including:

- At least one representative of the food establishment businesses directly affected by regulation of disposable plastic;
- At least one individual who is an advocate of regulating the use of disposable plastic by food establishments;
- One Solid Waste Advisory Committee member or designee;
- One Board of Health member or designee;

The mission of the Committee is to solicit input from food establishment owners and representatives, and from advocates of plastic waste reduction, in developing regulations to reduce, or eliminate, the use of disposable plastic containers and utensils by food establishments in Falmouth. The Committee will consider cost implications for businesses and consumers as well as the environmental impacts of disposable plastic. Proposed regulations will be presented to the Health Agent for review and comment prior to submission to the Board of Health for consideration and potential adoption.

The Board respectfully asks the Committee to submit a progress report to the Select Board by August 4, 2023 and to provide the Select Board with a copy of the proposed regulations at the same time they are submitted to the Board of Health.

# Single-Use Plastics Rules and Regulations for Food Establishments

# Overview

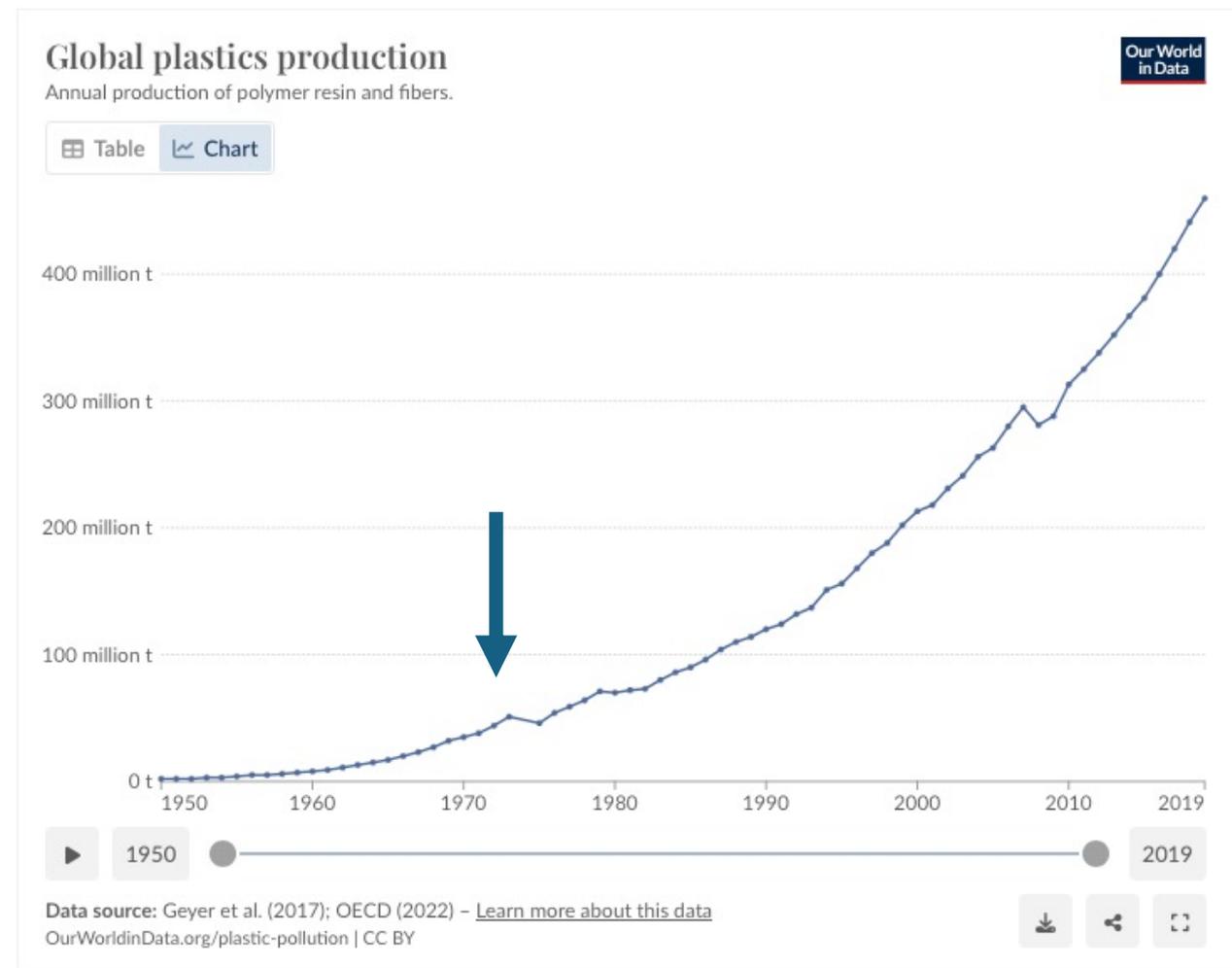
- Motivation
- Plastic Reduction Advisory Committee
- Process
- Draft Regulation
- Lessons Learned
- Path Forward

# Plastic Production and Accumulation

17 Mar 1972 - **Plastics on the Sargasso Sea Surface** (*Science*) – WHOI  
- “Plastic particles... are widespread in the western Sargasso Sea.” [2]



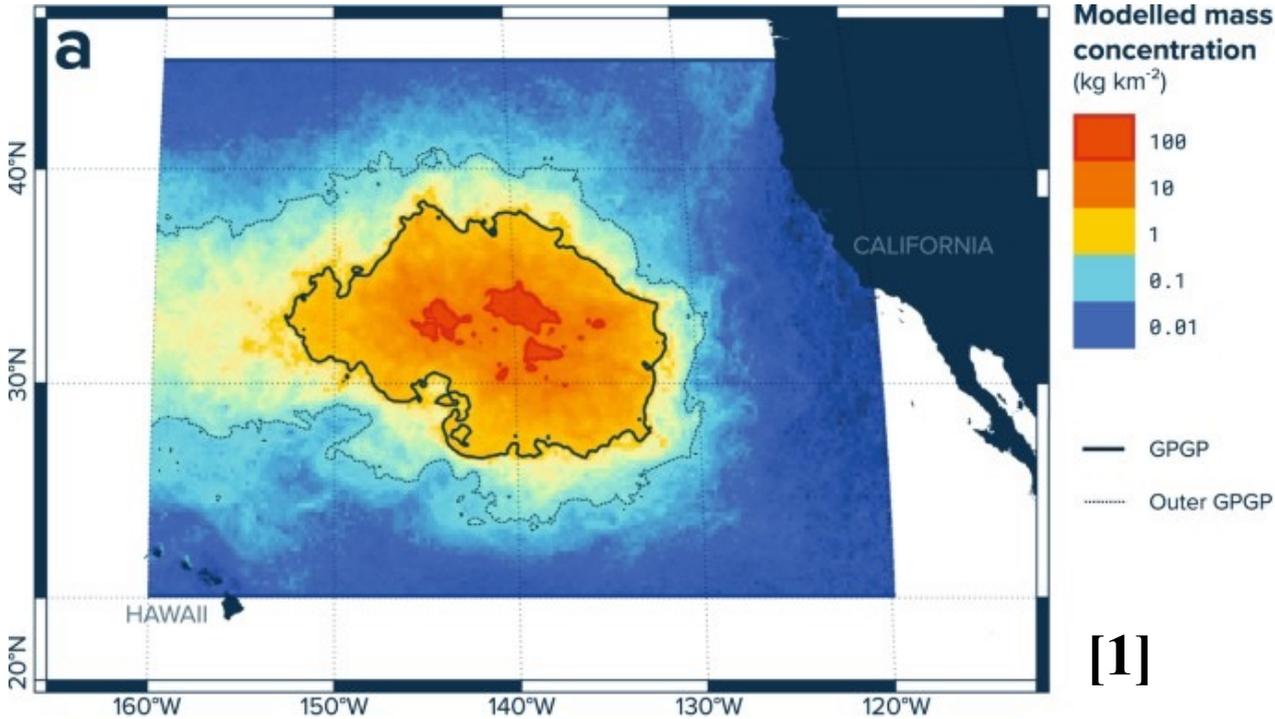
[2]



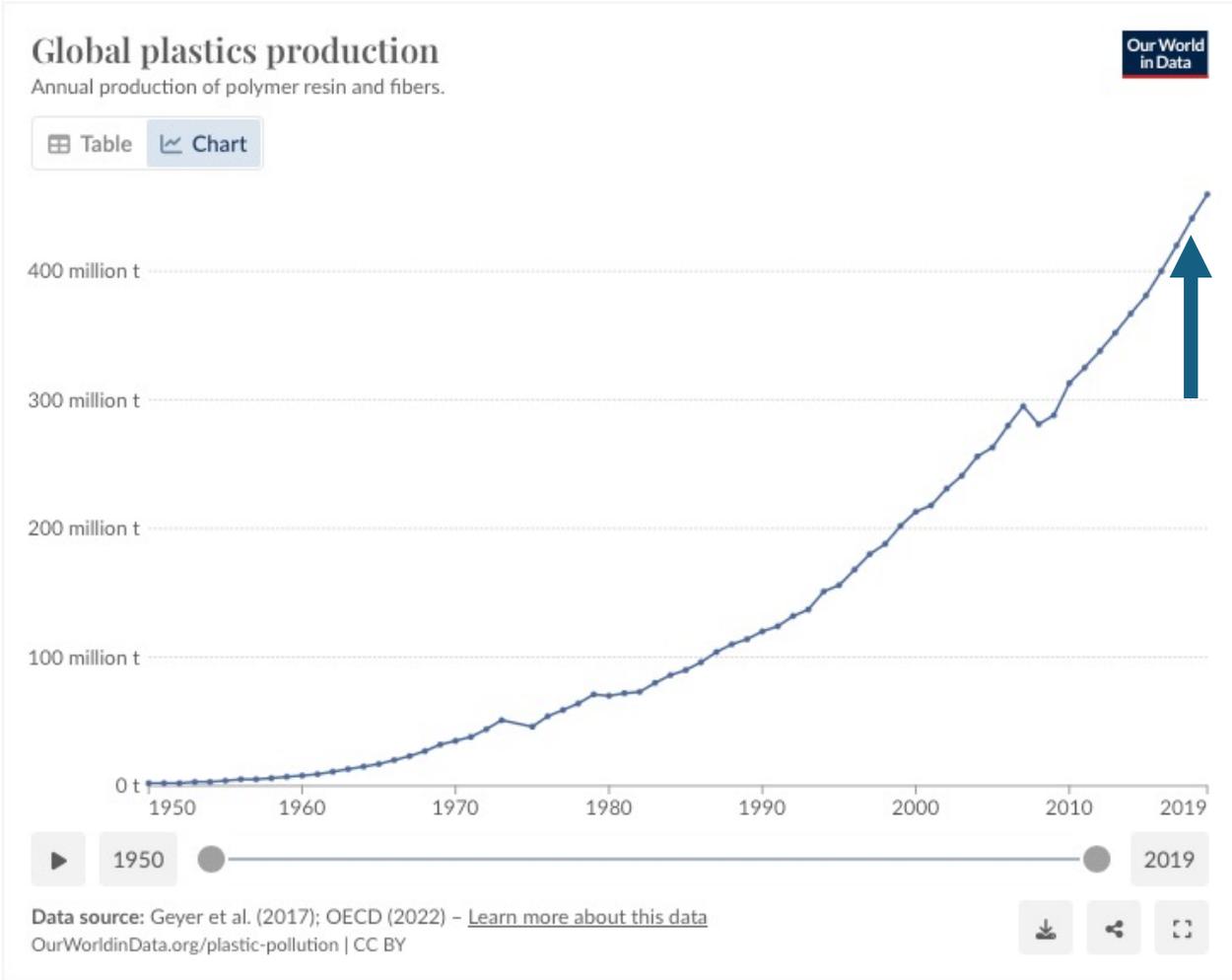
[3]

# Plastic Production and Accumulation

22 March 2018 - Evidence that the Great Pacific Garbage Patch is rapidly accumulating plastic (*Nature*)  
- “Our model, calibrated with data from multi-vessel and aircraft surveys, predicted at least 79 (45-129) thousand tonnes of ocean plastic are floating inside an area of 1.6 million km<sup>2</sup>” [1]



79,000,000 kg over 1,600,000 km<sup>2</sup>

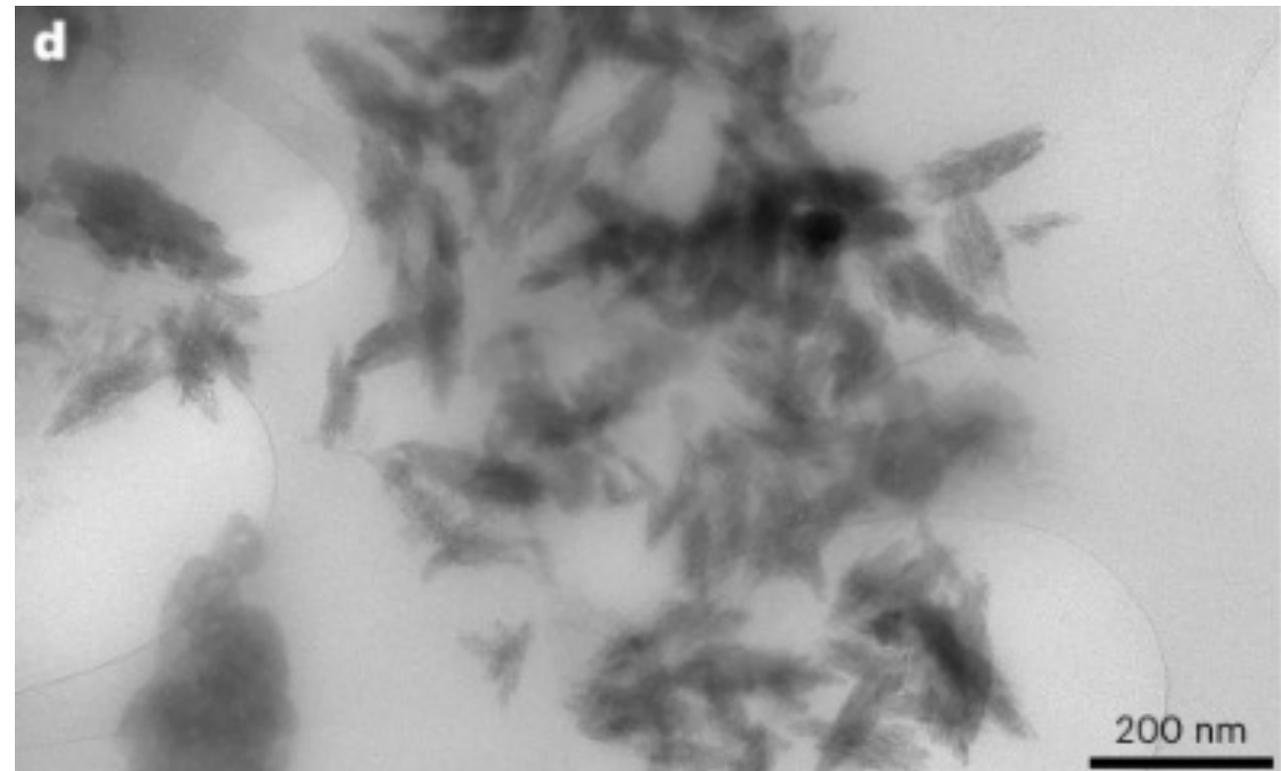


# Plastic Accumulation in Humans

Feb 03 2025 - **Bioaccumulation of microplastics in decedent human brains** (*Nature*)

- “Liver and brain samples from 2024 had significantly higher concentrations of MNPs [microplastic and nanoplastic] than 2016.” [4]
- “MNP [microplastic and nanoplastic] concentrations in normal decedent brain samples were 7–30 times greater than the concentrations seen in livers or kidneys, and brain samples from dementia cases exhibited even greater MNP presence” [4]

**Brain tissue**



[4]

# Plastic Reduction Advisory Committee

April 2023 Town Meeting amended petitioner's article to direct formation of the Plastic Reduction Advisory Committee

May 2023 Plastic Reduction Advisory Committee was formed

## **Mission**

Solicit input from food establishment owners and from advocates of plastic waste reduction in developing regulations to reduce, or eliminate, the use of disposable plastic containers and utensils by food establishments in Falmouth.

# Plastic Reduction Advisory Committee

Steve Vannerson

Mike Lewis

Philip Gessen

Stephanie Murphy

Lyn Schad

Kristine Copley

Amy Roth

Scott McGann

Owner of Bean and Cod

Owner of Seafood Sam's

Advocate for Plastic Waste Reduction

Advocate for Compostable Alternatives

Member of Falmouth Climate Action Network

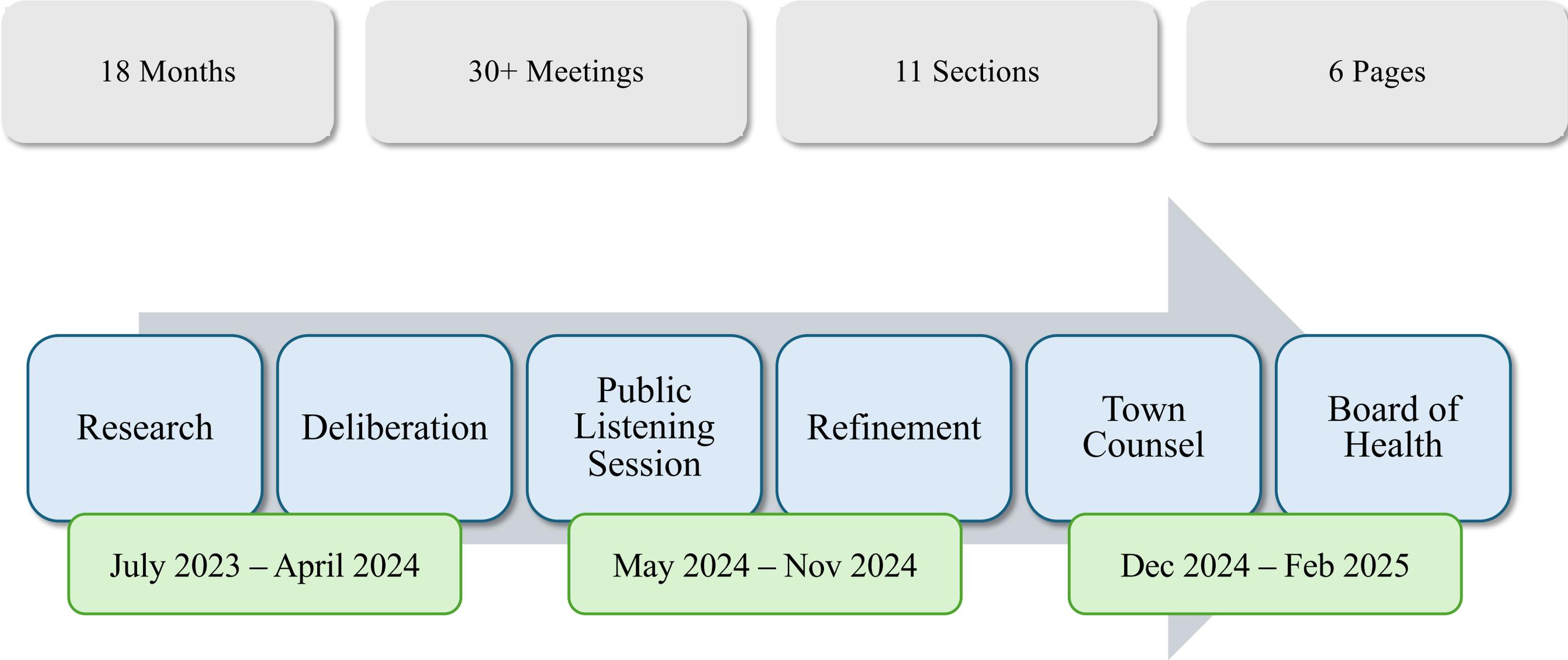
Secretary of Solid Waste Advisory Committee

Vice Chair of Board of Health

Agent of Health Department



# Process



# Regulation Draft

Food Establishment must use **reusable** foodware

# Regulation Draft

Food Establishment must use **reusable** foodware

If this is not feasible, Food Establishment must demonstrate so to a health inspector and may then use **single-use non-plastic** foodware

# Regulation Draft

Food Establishment must use **reusable** foodware

If this is not feasible, Food Establishment must demonstrate so to a health inspector and may then use **single-use non-plastic** foodware

If this is not feasible, Food Establishment must provide **documentation of due diligence** conducted, and may receive a **temporary waiver** from a health inspector to use a **No 1, 2, or 5 plastic product**

# Regulation Draft

Food Establishment must use **reusable** foodware

If this is not feasible, Food Establishment must demonstrate so to a health inspector and may then use **single-use non-plastic** foodware

If this is not feasible, Food Establishment must provide **documentation of due diligence** conducted, and may receive a **temporary waiver** from a health inspector to use a **No 1, 2, or 5 plastic product**

## **Valid Reasons for Waiver:**

- There is no suitable non-plastic alternative
- There exists a suitable non-plastic alternative, but the supply chain does not reach Falmouth
- The cumulative cost of switching to a non-plastic alternative would cause financial hardship

\* Documentation of reasons will be required and submitted as public record before any waiver is granted

# Regulation Draft

Food Establishment must use **reusable** foodware

If this is not feasible, Food Establishment must demonstrate so to a health inspector and may then use **single-use non-plastic** foodware

If this is not feasible, Food Establishment must provide **documentation of due diligence** conducted, and may receive a **temporary waiver** from a health inspector to use a **No 1, 2, or 5 plastic product**

If this is not feasible, Food Establishment can request a **variance** from the Board of Health for a specific product

# Regulation Draft

Food Establishment must use **reusable** foodware

If this is not feasible, Food Establishment must demonstrate so to a health inspector and may then use **single-use non-plastic** foodware

If this is not feasible, Food Establishment must provide **documentation of due diligence** conducted, and may receive a **temporary waiver** from a health inspector to use a **No 1, 2, or 5 plastic product**

If this is not feasible, Food Establishment can request a **variance** from the Board of Health for a specific product

\* If a **variance** for a PLA is granted, the business must provide access to an industrial composting waste stream on-site

# Regulation Draft

## **Accessory Items**

- Provided only upon request
- No bundles
- Can only be prepackaged in paper

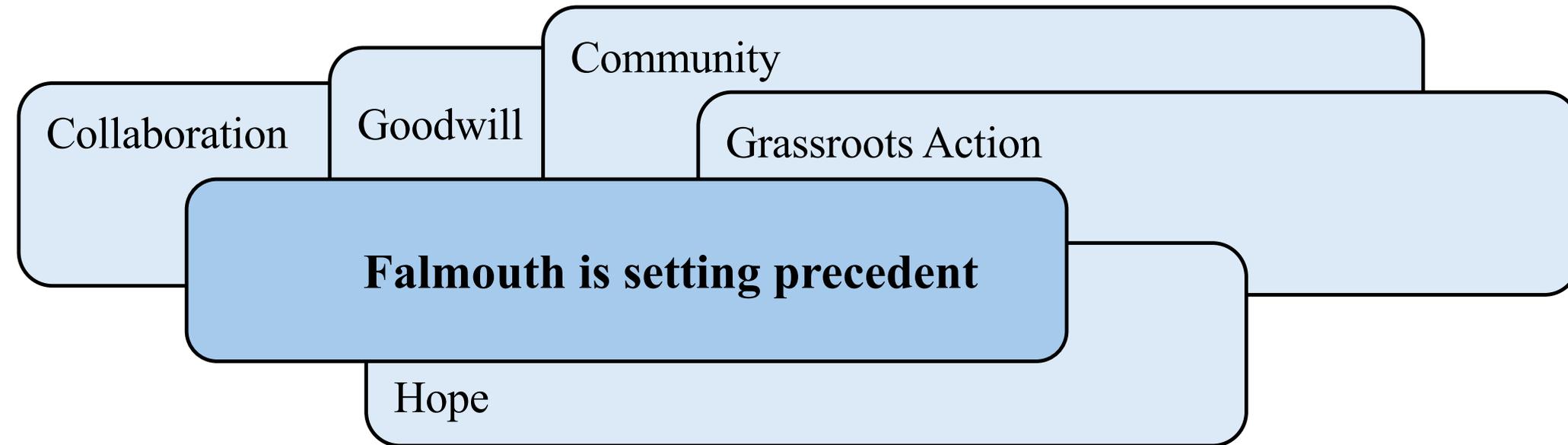
## **Condiments**

- Will be in bottles or self-serve cups at dine-in eating facilities
- Take-out condiments will only be provided upon request

## **Leftover Containers**

- Must be composed of non-PLA Certified Compostable materials, aluminum foil, or aluminum containers with aluminum or cardboard lids

# Lessons Learned

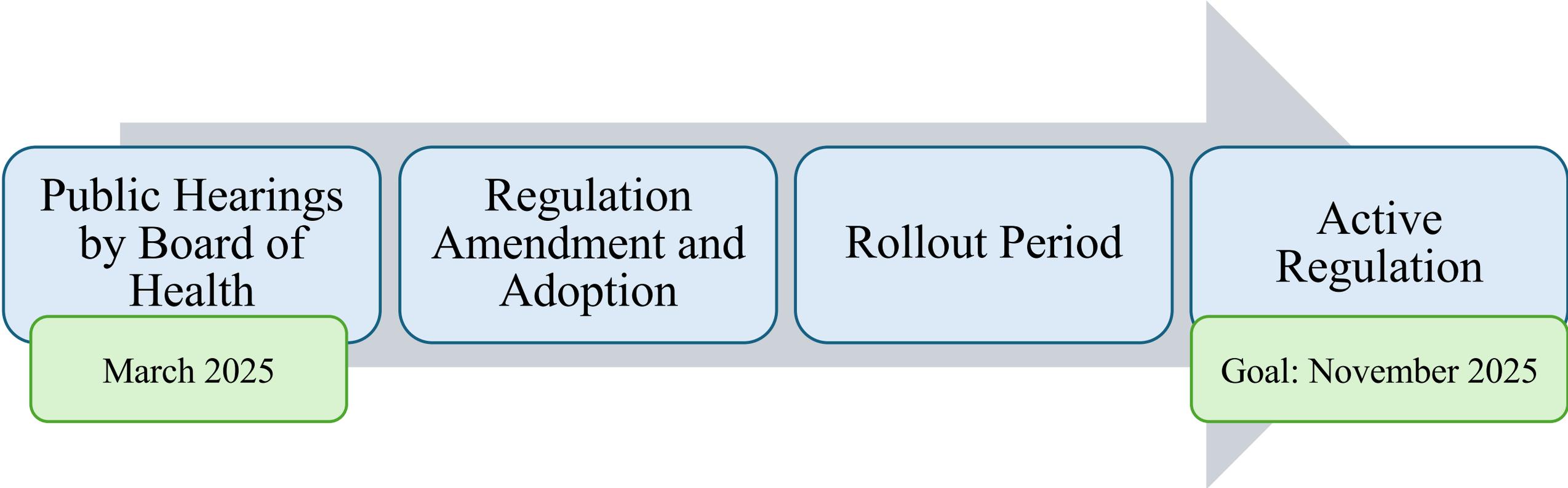


## Key Takeaways

- There exists no bylaw or regulation like this
- All stakeholders involved (enforcement authorities, businesses, plastic reduction advocates) believe in the importance and success of this initiative
- This is a supportive effort to transition, as a community, toward a more sustainable economy

What happens here will set the stage for how to scale. Falmouth is leading the way to help other communities transition away from plastic overconsumption.

# Path Forward



Thank You

# Links to Sources

- [1] <https://www.nature.com/articles/s41598-018-22939-w>
- [2] <https://www-science-org.silk.library.umass.edu/doi/10.1126/science.175.4027.1240>
- [3] <https://ourworldindata.org/grapher/global-plastics-production>
- [4] <https://pmc.ncbi.nlm.nih.gov/articles/PMC11100893/>

**OPEN SESSION**

**BUSINESS**

3. Discuss the establishment of a Green Dog Program (15 minutes)



## AGENDA ITEM SUMMARY SHEET

**ITEM NUMBER:** Business 3.

**ITEM TITLE:** Hear a presentation and discuss the establishment of a Green Dog Program

**MEETING DATE:** 3/10/2025

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

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

**ATTACHMENTS:** Green Dog Program Brochure; Presentation Materials

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### PURPOSE:

Resident Sally Clymer will present information to the Select Board concerning an innovative off-leash initiative called the Green Dog Program, and the Board will have an opportunity to discuss and ask questions.

This item is for informational and discussion purposes only. No formal action is requested of the Select Board.

### BACKGROUND/SUMMARY:

- A Green Dog Program is a registration and permit fee-based program that allows dogs to be off-leash during specified days and hours and at specific municipal parks and facilities.
- To be registered, a Green Dog Program participant must demonstrate that their dog is capable of being voice command controlled.

- The Town of Brookline, MA has an established Green Dog program.
- The Brookline Green Dog Program allows off-leash dogs in specific parks and green spaces for specific hours of the day.
- Brookline currently has 14 off-leash areas in various parks across the town. Residents and visitors who want to run their dogs off-leash in these areas must first get a green dog permit issued through the Town’s Department of Public Works.
- Town of Brookline Fees: two-day permit, \$5; one-week permit, \$10; annual permit for residents, \$50.

**DEPARTMENT RECOMMENDATION:**

This item is for informational and discussion purposes only. No formal action is requested of the Select Board.

**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 item is for informational and discussion purposes only. No formal action is requested of the Select Board.

*Michael Renshaw*

\_\_\_\_\_

3/4/2025

Town Manager

Date

November 14, 2024

Mr. Michael Renshaw, Town Manager  
Town of Falmouth Selectman  
59 Town Hall Square  
Falmouth, MA 02540

Dear Mr. Renshaw and Members of the Board,

I have been a resident in Falmouth for over 25 years. My children went through the Falmouth Public Schools, I work and volunteer in the community and am the owner of two very fetching labrador retrievers. I am proud to say that my dogs are well trained. I enjoy good voice control over them, they love people and other dogs and, most of all, they love to run, nose around in the woods and run along the surf. Unfortunately, despite the fact that they are well trained and good natured, I cannot walk them off leash at any of the public lands here in Falmouth. Falmouth's strict **leash law and beach restrictions** make it among the most restrictive towns on the Cape. I am hoping we can change that.

As you know, many dog owners, desperate for some wide-open space to walk/run their dogs, simply do not obey the current rules. Without a great deal of manpower and financial resources, the enforcement of these rules is all but impossible. The result is frustrated and angry people. A look at posts on this subject on Fabulous Falmouth reveals a great and, often venomous, divide in our community.

I believe we can bridge this divide with the creation of a "Green Dog Program", which is a program where off-leash hours and/or days are scheduled at various and specific town owned properties. These hours would rotate between properties so that on any given day there would be places for off leash dogs to walk and play and places that are restricted to leashed dogs only. I have attached literature on the "Green Dog Program" in Brookline, MA as an example of such a program.

I have identified at least 37 town owned properties that could potentially be part of this program. I understand there are many factors that must be taken into consideration regarding which parcels are appropriate, but we do have a lot to work with and I am sure can accommodate all the various concerns involved with each property.

**BEACHES:** Regarding Falmouth beaches, although many of the cape towns allow dogs, both on and off leash, on their beaches during the summer season I do not see that as a fight I can win. Therefore, my efforts will be focused on (1) off-season locations and hours for off-leash dog walking and (2) the creation of a designated "dog beach" located 288 Surf Drive (owned by the Town of Falmouth, Property ID 47 07 007 000, Parcel Account# 22894)

While a Green Dog Program will not alleviate the problems completely, I sincerely believe it will mitigate them. I believe that when there are off leash options dog owners whose dogs need or prefer off leash walking will be motivated to obey the rules to ensure the program stays in place. This includes picking up dog waste and paying to be members of the program.

I am not so naïve to think that all people will follow the rules, not all people will pick up their dog's waste and not all will take care to make sure their dogs are under voice control, etc. *But that is exactly what we have now.* A Green Dog Program will only improve everyone's enjoyment of Falmouth's natural resources. It will allow people who are fearful or simply do not enjoy dogs to anticipate and/or avoid encountering an unleashed dog. At the same time, dog owners can enjoy the outdoors while providing the exercise and care their animals deserve in a friendly and supportive environment.

I have no experience in the creation or the administration of municipal programs, so I am the first to admit that I am probably naïve about the cost. I imagine the income generated from the program should cover signage and literature associated with it and additional costs for administrative materials. It will certainly not generate enough income to pay for enforcement, but, again, that is exactly where we are now. I firmly believe that giving dog owners options for off-leash walking will minimize the current problems.

I have circulated a petition and obtained more than 400 signatures in support of this proposal and have attached the petitions here. I know of at least 20 more people who will sign the petition.

Finally, I know the creation of this program will require amendments ch. 83-13, 83-17 and 87-4 of the Falmouth Town Bylaws.

I would welcome an opportunity to discuss this further with the selectboard and to learn how I might help move this project forward.

Thank you for your time and consideration of this matter.

Very truly yours,

Sally Clymer  
42 Hummingbird Hill Road  
Falmouth, MA 02540  


## GREEN DOG PARKS & OFF-LEASH HOURS

Parks listed are **shared use** spaces. Please be considerate of other park users.

### OFF-LEASH HOURS:

*(All hours are subject to change, please heed signage.)*

#### Dawn to 9:00 AM

- Boylston Street Playground (Boylston St.)
- Coolidge Playground (Columbia St.)
- Corey Hill Park (Summit Ave.) **Overlook Area Only**
- Emerson Garden (Waverly St.)
- Waldstein Playground (Dean Rd.)
- Schick Park (Addington Rd.)
- Robinson Playground (Cypress & Franklin St.)
- Soule Playground Upper Field (Hammond St.)

#### Dawn to 1:00 PM

- Amory Playground (Amory St.)
- Eliot Playground (Eliot St.)
- Griggs Park (Griggs Rd.)

#### Dawn to 1:00 PM, April through November Dawn to Dusk, December through February

- Brookline Avenue Playground (Brookline Ave.)
- Harry Downes Playground (Highland Rd.)  
**Note: No dogs allowed in fenced portion of park with track.**
- Larz Anderson Park (Newton St.)  
**Note: Top of the hill area, Avon Street side ONLY. No dogs allowed in children's play area, pond, garden area or BBQ sites/shelter.**

Dogs are not allowed on any fields when the ground is thawing, generally during the entire month of March.

Parks not listed do **not** have off-leash hours.

If you see a violation, please report it!  
Contact the Brookline Police Department 24-hours a day at (617) 730-2222

## FREQUENTLY ASKED QUESTIONS

### Why are off-leash hours occasionally suspended?

During permitted activities (school group activities, sports games, etc.) or when park crews are working, dogs must be on-leash for their safety and the comfort of other park users. Fields may be completely closed due to inclement weather or for other reasons related to maintaining healthy fields. We post field closed signs, and you can call the Green Dog hotline 24 hours a day at (617) 879-4850 to hear a recording if fields are closed.

### I'm a dog walker. Can I bring my clients to play and exercise off-leash?

Dog walkers are required to register for the program and will receive a permit for their business. In addition, all individual dogs must be registered to participate. Everyone, including dog walkers, is limited to 3 off-leash dogs at a time. Dogs must be under voice control and in sight at all times.

### Why do I need to license my dog?

While the GreenDog Program is optional, Massachusetts state law requires that all dogs be licensed, and have a current rabies vaccination. Licensing is critical to ensuring the health and safety of our canine friends and other people, and can help identify your dog if they become lost.

### Why do I need to pay a fee to participate?

The Green Dog program is an optional recreation program and a service to the community. Fees are charged similar to other recreation programs, and are used by the Town to cover costs incurred by the program, including park ranger services, program administration and tags; ongoing maintenance; communication and outreach; monitoring of park conditions; and program improvements.

### Why are other people in the park during Green Dog hours?

Green Dog parks are shared use spaces. As a semi-urban town, Brookline has a limited amount of open space. The Green Dog program addresses the need for off-leash spaces in Brookline without sacrificing parkland for the greater community. We have thousands of park users, and sharing our parks helps us maximize the use and enjoyment we all receive from open spaces.

## HAVE MORE QUESTIONS?

Please visit our website at [www.brooklinema.gov/GreenDog](http://www.brooklinema.gov/GreenDog) or contact us at (617) 879-5650 or [greendog@brooklinema.gov](mailto:greendog@brooklinema.gov).

Town of Brookline

# GreenDog Program



Under supervision of the:  
**Brookline Park and Recreation Com  
& Parks and Open Space Division**

870 Hammond Street  
Brookline, MA 02467  
617-879-5650

Contact us at:  
**[GreenDog@Brooklinema.gov](mailto:GreenDog@Brooklinema.gov)**

**[www.brooklinema.gov/GreenD](http://www.brooklinema.gov/GreenD)**  
Follow us on Twitter @BrooklineDo

## WHAT IS THE GREEN DOG PROGRAM?

Participants in the Green Dog Program enjoy time to play with their dogs off-leash, while sharing the spaces with other park users. Dog owners must register for the program, pay the annual fee, follow the program rules and regulations, and adhere to the specific off-leash hours established by the Park and Recreation Commission.

The Park and Recreation Commission has a responsibility to address any issues promptly and appropriately. The Commission has the authority to temporarily or permanently close, or modify the boundaries of off-leash areas for any reason including the following: park damage, failure to comply with rules and regulations, public health or safety, or problems affecting other park users' enjoyment of the park. Violators are subject to incremental fines, removal from the off-leash area, and suspension of off-leash privileges.

## IS MY DOG READY?

We are glad you are interested in the Green Dog Program! Before jumping into the registration process, let's make sure you and your dog(s) are ready to join.

### PRE-REGISTRATION CHECKLIST:

#### Dog(s) must be...

- At least 6 months old to participate
- Up-to date on **all** vaccinations
- Healthy
- Trained
- Under voice control

#### Dog(s) must not be...

- Aggressive towards people, other dogs, or wildlife

## HOW TO REGISTER

### ONLINE (Residents Only)

Renew your Green Dog registration and dog license online at <https://www.brooklinema.gov/permits-and-licensing>

### BY MAIL

Download the instructions and forms to sign up for the Green Dog Program and dog license at [www.brooklinema.gov/303/dog-licenses](http://www.brooklinema.gov/303/dog-licenses). Mail the completed form, proof of rabies vaccination and payment to:

*Green Dog Program  
c/o Town Clerk's Office  
333 Washington Street  
Brookline, MA 02445*

### IN PERSON

Stop by the above office and drop off or request forms to license your dog and sign up for the Green Dog Program

### GREEN DOG PROGRAM ANNUAL FEES:\*

Resident Fee per Dog _____	\$100
Non-Resident Fee per Dog _____	\$150
Brookline Commercial Dog Walker Fee _____	\$100
Non-Brookline Commercial Dog Walker Fee _____	\$200

### GUEST PERMIT FEES:\*

Two-Day Permit Fee per Dog _____	\$5
One-Week Permit Fee per Dog _____	\$10

### REGISTER AFTER DOG LICENSED OR AS A NON-RESIDENT

Complete the appropriate resident or non-resident registration form found online at [www.brooklinema.gov/GreenDog](http://www.brooklinema.gov/GreenDog) and mail to or drop off at the address above with payment and documentation.

\*Annual fees cover the calendar year, but will be prorated for dogs new to the Program or to Brookline. Tags expire at the end of December, and must be renewed each year. For non residents, dog walkers, or guest permits, visit [www.brooklinema.gov/GreenDog](http://www.brooklinema.gov/GreenDog)

## BEFORE YOUR VISIT

We hope you enjoy the off-leash opportunities at you and your dog. Before visiting a designated G area, please make sure you...

- Put the dog license/Green Dog tag and identify your dog's collar. Dogs must be wearing a collar to be allowed off-leash.
- Bring bags for your dog's waste
- Review the program's rules and regulations

## RULES AND REGULATIONS

- Keep your dog on-leash until you are in the designated Green Dog area. Keep your leash on hand at all times.
- Check for park closed signs, wet fields, crews at the park, or permitted activities, all of which may suspend leash hours.
- Pick up after your dog and encourage others to do the same.
- Keep your dog in sight at all times and under your control.
- Keep dogs out of the playground and hardcourt (basketball, tennis courts, etc.)
- Excessive barking is not allowed. Please play quietly.
- Dogs must not enter sanctuaries or sensitive spaces, such as flower beds, damage fields or disturb wildlife.
- The number of dogs per person is limited to two.
- Dogs in heat are not allowed off-leash.
- Be mindful of your dog so that other park visitors feel safe. Many people do not like unfamiliar dogs approaching them, and only you know what your dog is friendly to other people.



**OPEN SESSION**

**BUSINESS**

4. Consider a vote to approve proposed updated Water Quality Management Committee (WQMC) charge document (15 minutes)



## AGENDA ITEM SUMMARY SHEET

**ITEM NUMBER:** Business #4

**ITEM TITLE:** Consider a vote to approve proposed updated Water Quality Management Committee (WQMC) charge document

**MEETING DATE:** 3/10/2025

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

**SUBMITTED BY:** Peter Johnson-Staub, Assistant Town Manager

**ATTACHMENTS:** Proposed WQMC Charge, Existing WQMC Charge of 2011

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### PURPOSE:

The Select Board is asked to consider adopting an update to the charge of the Water Quality Management Committee.

### BACKGROUND/SUMMARY:

- This update to the charge was requested by the Water Quality Management Committee.
- The proposed charge in your packet has been reviewed by staff for format and consistency with the Town Charter and was approved by the WQMC at a meeting March 5<sup>th</sup>.
- The overarching purpose of the Committee remains unchanged. The updated charge is more succinct in keeping with the format of recent committee charge documents approved by the Board. Some obsolete references have been removed.

- The existing charge references article 31 of the April 5, 2011 Special Town Meeting. This article merely requests that the Select Board "...appoint a wastewater management committee, determine the number of members and the length of terms to be served, define the duties of the committee and the scope of its responsibilities..."
  
- We are not aware of any plan to substantially change the role of this important Committee.

**DEPARTMENT RECOMMENDATION:**

The Town Manager recommends approval of the charge of the Water Quality Management Committee as presented.

Motion: Move to approve the charge of the Water Quality Management Committee as presented.

**OPTIONS:**

- Motion to approve the charge of the Water Quality Management Committee as presented.
  
- Motion to approve the charge of the Water Quality Management Committee with specific amendments.
  
- Board defined alternative motion.

**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 approval of the charge of the Water Quality Management Committee as presented.

*Michael Renshaw*

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**Town Manager**

3/6/2025

**Date**

**Water Quality Management Committee Charge**  
**DRAFT February 2025**

The Water Quality Management 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 7 members. In recruiting and appointing members to this Committee, the Select Board shall seek individuals who possess the following knowledge, experience and skills:

- coastal sciences
- water and wastewater management
- public health
- natural resources management
- community planning,
- community leadership
- any other skill related to the implementation of environmental recovery programs.

The purpose of the Water Quality Management Committee is to advise the Select Board and Town Manager on improving water quality and ecosystem health in Falmouth's impaired coastal embayments and coastal waters, and on meeting state regulatory requirements. To achieve this purpose, the Committee will:

1. Provide a forum for public input and seek to build consensus for the design and implementation of strategies for improving estuary water quality and meeting regulatory requirements of the Massachusetts Department of Environmental Protection.
2. Investigate, evaluate, and recommend specific practices and techniques that show promise in improving water quality in impaired estuaries.
3. Review and make recommendations on third party studies.
4. Arrange for planning and operation of projects to demonstrate the feasibility and/or effectiveness of proposed approaches to improve water quality in the estuaries.
5. Engage in dialog with other Town committees and boards on matters relevant to the ecosystem health of coastal waterways.



# TOWN OF FALMOUTH

Office of the Town Manager & Selectmen

59 Town Hall Square, Falmouth, Massachusetts 02540  
Telephone (508) 495-7320  
Fax (508) 457-2573

Handwritten initials: HED

July 18, 2011

## Water Quality Management Committee

### Statement of Purpose

There shall be a standing committee established by vote the Board of Selectmen consisting of seven members. Each member will be appointed by the Board of Selectmen for a three year (overlapping) term. In making these appointments, the Board of Selectmen will give special emphasis on a variety of qualifications, including training and experience in the areas of coastal sciences, water and waste water management, public health, natural resource management, community planning, community leadership and any other skill related to the implementation of broad environmental recovery programs. The expertise referenced shall serve as a guide to the appointment process but will not be required as minimum requirements for service.

The Committee's primary role is to serve in an advisory capacity to the Board of Selectmen for the purposes set forth herein. The committee will coordinate its activities and efforts with other town departments, boards and committees as appropriate. The Town Manager, assisted by department heads and technical staff, will be responsible for all customary management responsibilities including procurement, contract management and operations necessary to implement a comprehensive wastewater management program.

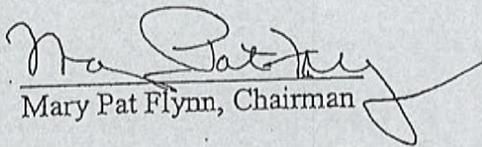
The standing committee will:

1. Act as the focal point for the public, transparent deliberation of issues on behalf of the Board of Selectmen, function as the public access point and public participation opportunity and will build consensus for the design and implementation of all phases of the wastewater plan.
2. Monitor the implementation of the full range of recommendations of the CWMP Review Committee reflecting the Town Meeting authorization of Article 31 of the April 5, 2011 Special Town Meeting and based on the CWMP Review Committee report filed with the Board of Selectmen in 2010 as may be amended by the same and deliver periodic reports to the Board of Selectmen.
3. Subject to the to approval of the Board of Selectmen, serve as the principal contact of consultants contracted by the Board of Selectmen for professional

studies, design work or other engagements under the CWMP or other pond restoration initiatives.

4. Take responsibility for the conduct of all demonstration projects undertaken by the town, in conjunction with the town manager, assisted by department heads and technical staff and in coordination with other town departments, boards and committees as may be appropriate. The WQMC will recommend to the Board of Selectmen all project designs, actions, locations, duration and scope of activity.
5. Serve as monitor and advisor in the preparation of the draft CWMP by selected consultants and recommend to the Board of Selectmen its filing with the Department of Environmental Protection. The committee will review the proposed final CWMP for acceptance by the Board of Selectmen.
6. Participate in the designer selection for the preliminary design of nutrient management projects for the project area from Teaticket/Falmouth Heights to Seapit Road. The recommended professional engineering firm(s) should be presented to the Board of Selectmen for approval.
7. The committee will develop a regular monthly meeting schedule and shall have special public forums on an as needed basis.
8. The Board of Selectmen may amend the charge from time to time.

Adopted by the Board of Selectmen July 18, 2011

  
Mary Pat Flynn, Chairman

Terms

- |   |       |                      |
|---|-------|----------------------|
| 2 | Terms | Expire June 30, 2012 |
| 2 | Terms | Expire June 30, 2013 |
| 3 | Terms | Expire June 30, 2014 |

## **OPEN SESSION**

### **BUSINESS**

5. Consider a vote to send the petition to stop Holtec from evaporating nuclear waste to the Town Clerk to be placed on the May 20, 2025 Annual Town Election Ballot (10 minutes)



## AGENDA ITEM SUMMARY SHEET

**ITEM NUMBER:** Business 5.

**ITEM TITLE:** Consider a vote to send the petition to stop Holtec from evaporating nuclear waste to the Town Clerk to be placed on the May 20, 2025, Annual Town Election Ballot

**MEETING DATE:** 3/10/2025

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

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

**ATTACHMENTS:** Email from Town Clerk with ballot placement instructions; Email from Rosemary Carey dated March 3, 2025; Fact Sheet: Non-Binding Public Advisory Question for the 2025 Spring Town Ballot; Petition signature sheet

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### PURPOSE:

The Select Board will discuss and consider a vote to send a petition to stop Holtec from evaporating nuclear waste to the Town Clerk to be placed on the May 20, 2025 Annual Town Election Ballot.

### BACKGROUND/SUMMARY:

- On March 3 resident Rosemary Dreger Carey submitted a written request to have this petition considered by the Select Board for inclusion on the May 20, 2025 Annual Town Election Ballot.

- As stated in Ms. Carey's attached email, the environmental group Cape Downwinders and Save our Bay have initiated a non-binding public advisory question for Spring town ballots in order to stop the evaporation of radioactive wastewater at the Pilgrim nuclear power plant.
- As stated in this sample non-binding advisory question (attached), "Since February 2023 Holtec has used submersible heaters in the radioactive industrial wastewater under the guise of heating the building for worker comfort and evaporated 200,000 gallons of wastewater in one year."
- Holtec is the owner of the Pilgrim Nuclear Power Station located in Plymouth.
- The advisory further states that "...aerosol particles from the heating process releasing out the vent transport highly radioactive particles into our atmosphere" and that "Prevailing winds ensure that the majority of these radioactive pollutants will inevitably fall into Cape Cod Bay, threatening public health, the environment, and the region's marine-based economy."
- The Town Clerk has advised that the Select Board has until 35 days prior to the Election to deliver to the Town Clerk a question that they have voted to be placed on the Ballot.

**DEPARTMENT RECOMMENDATION:**

The Town Manager recommends that the Select Board consider sending a non-binding public advisory question concerning Holtec's evaporation of nuclear waste to the Town Clerk to be placed on the May 20, 2025, Annual Town Election Ballot.

**OPTIONS:**

- Motion that the following question be sent to the Town Clerk to be placed on the May 20, 2025 Annual Town Election Ballot:

**Non-Binding Public Advisory Question**

**WHEREAS, Holtec, owner of the Pilgrim Nuclear Power Station in Plymouth, is discharging untreated radioactively and chemically contaminated industrial wastewater into the atmosphere; and,**

**WHEREAS, these airborne pollutants are being carried by prevailing winds over and into Cape Cod Bay and our communities; and,**

**WHEREAS, just as liquid discharge into Cape Cod Bay is in violation the Massachusetts Ocean Sanctuaries Act and other State Laws, this gaseous discharge also violates the Ocean Sanctuaries Act and other state laws Holtec agreed to follow; and,**

**WHEREAS, these airborne pollutants threaten public and environmental health and safety-including the safety of Holtec's own workers-and our marine-based economy;**

**Therefore, shall the people of the Town of Falmouth direct the town government to communicate with Governor Maura Healey, Attorney General Andrea Campbell, the State Legislature, and all other relevant authorities to employ all means available to ensure that the law is enforced and to ensure further that Holtec immediately cease the gaseous discharge of the radioactively and chemically contaminated industrial wastewater at Pilgrim?**

Yes \_\_\_\_\_ No \_\_\_\_\_

- Motion to deny sending the non-binding public advisory question to the Town Clerk.

**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 consider sending a non-binding public advisory question concerning Holtec's evaporation of nuclear waste to the Town Clerk to be placed on the May 20, 2025, Annual Town Election Ballot.

*Michael Renshaw*

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**Town Manager**

3/6/2025

**Date**

## Diane Davidson

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**From:** Michael Palmer  
**Sent:** Wednesday, March 5, 2025 2:33 PM  
**To:** Diane Davidson  
**Cc:** Mike Renshaw; Maura O'Keefe  
**Subject:** RE: [EXTERNAL] - Petition to Stop Holtec from evaporating nuclear waste

Diane,

The Board has until 35 days prior to Election to deliver to me a question that they have voted to be placed on the ballot. The petition they submitted is asking Select Board to consider placing a question on the Ballot. They would need substantially more signatures to force the Select Board to do it.

The motion for Select Board should be, "I move that the following question be sent to the Town Clerk to be placed on the May 20, 2025 Annual Town Election Ballot."

Town of Dennis Had this on their Ballot,

### **Non-Binding Public Advisory Question**

WHEREAS, Holtec, owner of the Pilgrim Nuclear Power Station in Plymouth, is discharging untreated radioactively and chemically contaminated industrial wastewater into the atmosphere; and,

WHEREAS, these airborne pollutants are being carried by prevailing winds over and into Cape Cod Bay and our communities; and,

WHEREAS, just as liquid discharge into Cape Cod Bay is in violation the Massachusetts Ocean Sanctuaries Act and other State Laws, this gaseous discharge also violates the Ocean Sanctuaries Act and other state laws Holtec agreed to follow; and,

WHEREAS, these airborne pollutants threaten public and environmental health and safety-including the safety of Holtec's own workers-and our marine-based economy;

Therefore, shall the people of the Town of Falmouth direct the town government to communicate with Governor Maura Healey, Attorney General Andrea Campbell, the State Legislature, and all other relevant authorities to employ all means available to ensure that the law is enforced and to ensure further that Holtec immediately cease the gaseous discharge of the radioactively and chemically contaminated industrial wastewater at Pilgrim?

Yes \_\_\_\_\_ No \_\_\_\_\_

Regards,

*Michael*

Michael Palmer, CMC/CMMC  
Falmouth Town Clerk  
508-495-7353

**Diane Davidson**

---

**From:** Rosemary Carey [REDACTED]  
**Sent:** Monday, March 3, 2025 1:54 PM  
**To:** Falmouth Selectboard; Peter Johnson-Staub; Falmouth Town Manager  
**Cc:** Michael Palmer; Diane Turco  
**Subject:** [EXTERNAL] - Petition to Stop Holtec from evaporating nuclear waste  
**Attachments:** 2025 NPAQ BALLOT Falmouth.pdf; SOBMAFACT SHEET2 (1).pdf; IMG\_4672.jpeg; IMG\_4673.jpeg

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

Dear Madam Chair, Members of the Select Board, Town Manager and Assistant Town Manager,

I am writing to request that you approve the petition to stop Holtec from evaporating nuclear waste, and that the petition appear on the May 2025 local ballot.

Will you please add this request to a future Select Board agenda and inform me ahead of time so that Diane Turco from Save Our Bay and I are able to attend. Diane is cc:d here.

Background:

The environmental group Cape Downwinders & Save our Bay has initiated a non-binding public advisory question for Spring town ballots to stop the evaporation of the radioactive waste water at Pilgrim. The practice is illegal and the waste ultimately makes its way to Cape Cod Bay where it poses danger to human health and ocean life. The group has contacted every South Shore town from Hingham to P-town, and already Plymouth has agreed to include it on their ballot.

Attached are:

- The Falmouth ballot petition (blank)
- Copies of signatures from Falmouth residents, which I submitted on February 25, 2025 to Peter Johnson Staub at Town Hall.
- More background information about the illegal practice and its potential health impacts.

Thank you for considering this request, and I look forward to your decision.

One last note, the number of signatures meets the requirement to get on the ballot with the BOS's approval. Please don't consider the modest number of signatures as a sign of lack of public interest. This was an easy ask of everyone who signed. We all agree, we need to vigorously protect our water from radioactive waste.

Best,  
Rosemary Dreger Carey  
[REDACTED]



## FACT SHEET: Non Binding Public Advisory Question for the 2025 Spring Town Ballot

1. **WHEREAS**, Holtec, owner of the Pilgrim Nuclear Power Station in Plymouth, is discharging untreated radioactively and chemically contaminated industrial wastewater into the atmosphere; and,
2. **WHEREAS**, these airborne pollutants are being carried by prevailing winds over and into Cape Cod Bay and our communities; and,
3. **WHEREAS**, just as liquid discharge into Cape Cod Bay is in violation the Massachusetts Ocean Sanctuaries Act and other state laws, this gaseous discharge also violates the Ocean Sanctuaries Act and other state laws Holtec agreed to follow; and,
4. **WHEREAS**, these airborne pollutants threaten public and environmental health and safety-including the safety of Holtec's own workers-and our marine-based economy,

**THEREFORE**, shall the people of the Town of — direct the town government to communicate with Governor Maura Healey, Attorney General Andrea Campbell, the State Legislature, and all other relevant authorities to employ all means available to ensure that the law is enforced and to ensure further that Holtec immediately cease the gaseous discharge of the radioactively and chemically contaminated industrial wastewater at Pilgrim?

### Facts:

\*Since February 2023, Holtec has used submersible heaters in the radioactive industrial wastewater under the guise of heating the building for “worker comfort” and evaporated 200,000 gallons in one year. Aerosol particles from the heating process releasing out the vent transport highly radioactive particles into our atmosphere.

\* Prevailing winds ensure that the majority of these radioactive pollutants will inevitably fall into Cape Cod Bay, threatening public health, the environment, and the region's marine-based economy.

\*The Massachusetts Department of Environmental Protection denied Holtec the dumping permit under the Ocean Sanctuaries Act which prohibits discharge of both “liquid and gaseous materials,” yet the state has not enforced existing laws and regulations to prohibit the airborne pollution discharge.

\*According to Dr. Ken Buesseler of the Woods Hole Oceanographic Institution, radionuclides in the wastewater bioaccumulate and are “a million times more than background” levels already found in Cape Cod Bay. The National Academies of Science confirm there is no safe level of exposure to radionuclides that does not cause harm.

Bottom line: IT'S ILLEGAL!

More information: [www.saveourbayma.org](http://www.saveourbayma.org)

If you have questions please contact Diane Turco, Cape Downwinders, [REDACTED]

## Non Binding Public Advisory Question for the 2025 Falmouth Spring Ballot

**WHEREAS**, Holtec, owner of the Pilgrim Nuclear Power Station in Plymouth, is discharging untreated radioactively and chemically contaminated industrial wastewater into the atmosphere; and,

**WHEREAS**, these airborne pollutants are being carried by prevailing winds over and into Cape Cod Bay and our communities; and,

**WHEREAS**, just as liquid discharge into Cape Cod Bay is in violation the Massachusetts Ocean Sanctuaries Act and other state laws, this gaseous discharge also violates the Ocean Sanctuaries Act and other state laws Holtec agreed to follow; and,

**WHEREAS**, these airborne pollutants threaten public and environmental health and safety-including the safety of Holtec's own workers-and our marine-based economy;

**Therefore**, shall the people of the Town of Falmouth direct the town government to communicate with Governor Maura Healey, Attorney General Andrea Campbell, the State Legislature, and all other relevant authorities to employ all means available to ensure that the law is enforced and to ensure further that Holtec immediately cease the gaseous discharge of the radioactively and chemically contaminated industrial wastewater at Pilgrim?

PRINT FULL NAME	SIGNATURE	RESIDENTIAL STREET ADDRESS

## Non Binding Public Advisory Question for the 2025 Falmouth Spring Ballot

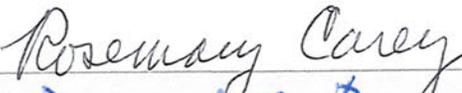
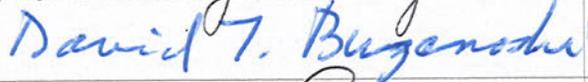
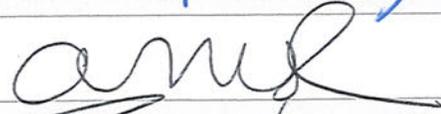
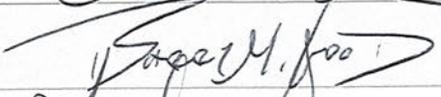
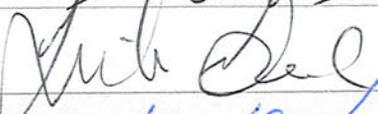
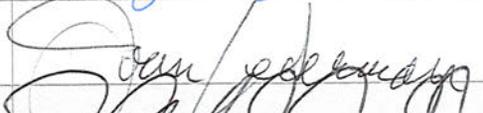
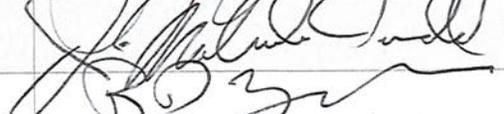
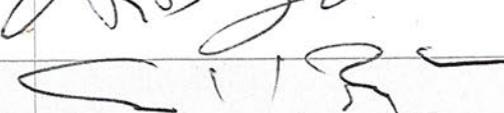
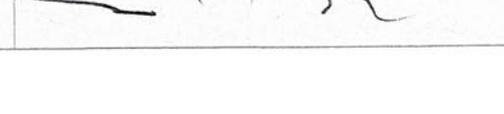
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**WHEREAS**, these airborne pollutants are being carried by prevailing winds over and into Cape Cod Bay and our communities; and,

**WHEREAS**, just as liquid discharge into Cape Cod Bay is in violation the Massachusetts Ocean Sanctuaries Act and other state laws, this gaseous discharge also violates the Ocean Sanctuaries Act and other state laws Holtec agreed to follow; and,

**WHEREAS**, these airborne pollutants threaten public and environmental health and safety-including the safety of Holtec's own workers- and our marine-based economy;

**Therefore**, shall the people of the Town of Falmouth direct the town government to communicate with Governor Maura Healey, Attorney General Andrea Campbell, the State Legislature, and all other relevant authorities to employ all means available to ensure that the law is enforced and to ensure further that Holtec immediately cease the gaseous discharge of the radioactively and chemically contaminated industrial wastewater at Pilgrim?

PRINT FULL NAME	SIGNATURE	RESIDENTIAL STREET ADDRESS
Rosemary Carey		230 Old Main Rd. Falmouth
DAVID BUZANOSKI		32 LUCERNE AVE. FAL
Amanda McGonigle		13 Edgewood Dr., E. Falmouth
BARRY M. GOOD		425 Boxberry Hill Road Hatchville, MA 02536
TERRILEE GOOD		425 Boxberry Hill Rd Hatchville, MA 02536
Ainsley Dowden		77 curley Blvd, North Falmouth MA, 02556
Jean Lederman		11 LESLIE ST Woods Hole 02543
Malcolm Donald		124 Ambleside Dr., F
RONALD ZWOL		8 Fay Rd, W 02536
EARLE BARNHART		28 CORVON WAY E FALMOUTH MA 02536



## **CONSENT AGENDA**

### **1. LICENSES**

- a. Consider a vote to approve an application for a Common Victualler License – Quicks Hole Taqueria, LLC d/b/a Quicks Hole Taqueria, 28 Water Street, Unit C



## AGENDA ITEM SUMMARY SHEET

**ITEM NUMBER:** Consent Agenda – Licenses 1.a.

**ITEM TITLE:** Consider the approval of an application for a Common Victualler license- Quicks Hole Taqueria, LLC d/b/a Quicks Hole Taqueria, 28 Water Street, Unit C

**MEETING DATE:** 3/10/2025

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

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

**ATTACHMENTS:** License Application Review Form; Common Victualler & Innholder License Application dated February 20, 2025

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### PURPOSE:

The Select Board will consider the approval of an application for a Common Victualler license- Quicks Hole Taqueria, LLC d/b/a Quicks Hole Taqueria, 28 Water Street, Unit C.

### BACKGROUND/SUMMARY:

- The applicant and Manager, Emilia Tartaro, submitted a completed Common Victualler & Innholder License Application form on February 20, 2025.
- The Fire Rescue Department has reviewed the application and has no objections to its approval.
- The Health Department has reviewed the application and has no issues or objections to its approval.

- The business operates seven days per week from 11:00 AM until 9:00 PM.

**DEPARTMENT RECOMMENDATION:**

The Town Manager recommends that the Select Board approve the application for a Common Victualler license- Quicks Hole Taqueria, LLC d/b/a Quicks Hole Taqueria, 28 Water Street, Unit C, as presented.

**OPTIONS:**

- Motion to approve the application for a Common Victualler license- Quicks Hole Taqueria, LLC d/b/a Quicks Hole Taqueria, 28 Water Street, Unit C, as presented.
- Motion to deny approval of the application for a Common Victualler license- Quicks Hole Taqueria, LLC d/b/a Quicks Hole Taqueria, 28 Water Street, Unit C.
- 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 for a Common Victualler license- Quicks Hole Taqueria, LLC d/b/a Quicks Hole Taqueria, 28 Water Street, Unit C, as presented.

*Michael Renshaw*

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**Town Manager**

3/6/2025

**Date**

**LICENSE APPLICATION REVIEW**

Restaurant/Business: Quick's Hole Taqueria, LLC

Address: \_\_\_\_\_

License Type: Common Victualler License

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

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

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

Police \_\_\_\_\_

Fire No objections

Building \_\_\_\_\_

Health No issues

Zoning \_\_\_\_\_

Planning \_\_\_\_\_

DPW \_\_\_\_\_

**NOTES:**

The menu will not change from previous restaurant operations.

A Transfer of License for an All Alcoholic Beverages Restaurant License is also in process.



# TOWN OF FALMOUTH

Office of the Town Manager & Selectmen  
59 Town Hall Square, Falmouth, Massachusetts 02540  
Telephone (508) 495-7320 • [licensing@falmouthma.gov](mailto:licensing@falmouthma.gov)

## COMMON VICTUALLER & INNHOLDER LICENSE APPLICATION

CHECK THE APPROPRIATE LICENSE

Common Victualler       Annual License  
 Innholder                       Seasonal License

Required fields are outlined in red:

NAME OF APPLICANT: **Emilia Tartaro** TITLE: **manager**

HOME ADDRESS: **523 Woods Hole Rd**  
Town: **Woods Hole** State: **MA** Zip code: **02543**

BUSINESS NAME: **Quicks Hole Taqueria LLC**

D/B/A if any:

BUSINESS ADDRESS: **28 Water St. Unit C**  
Town: **Woods Hole** State: **MA** Zip code: **02543**

MAILING ADDRESS (if different):   
Town:  State:  Zip code:

FEDERAL ID #:  MANAGER OF RECORD: **Emilia Tartaro**

EMAIL – required:

TELEPHONE – BUSINESS: **508-495-0792** ALTERNATE:

DAYS OF OPERATION: **7 days a week**

HOURS OF OPERATION: **11am to 9pm**

SEATING CAPACITY : 40

APPLICATION MUST BE SIGNED BY OWNER, MANAGER of RECORD, OR AUTHORIZED REPRESENTATIVE

\*\*DATE: 02/20/2025



Signature: OWNER or MANAGER of RECORD

**APPLICATION REQUIREMENTS :**

- Food Service Establishment Permit – Health Department
- Filing Fee \$10.00 due with application
- License Fee \$60.00 due upon issue
- Business Structure Documents:
  - a. Copy of Articles of Organization (*if corporation*)
  - b. Copy of LLC Agreement (*if limited liability company*)
  - c. Copy of Partnership Agreement (*if partnership*)
  - d. Copy of Certificate of Doing Business (*if sole proprietorship*)
- Copy of lease or deed
- Copy of special zoning permits, *if any*
- Copy of Floor Plan
- Copy of Menu
- Attend a hearing before the Board of Selectmen at a time and date designated

We will be operating with the same menu.

## CONSENT AGENDA

### 1. LICENSES

- b. Consider a vote to approve an application for six, Special One-Day All Alcohol Liquor Licenses – New England Festivals, Inc. – Harbor Lights Illumination concert series and night markets, Lin Whitehead Band Shell, Marine Park, 180 Scranton Ave., Saturdays: July 5, 12, 19 and August 9, 16, 23, 2025 from 5:00 p.m. – 9:30 p.m.



## AGENDA ITEM SUMMARY SHEET

**ITEM NUMBER:** Consent Agenda – Licenses 1.b.

**ITEM TITLE:** Consider a vote to approve an application for six Special One-Day All Alcoholic Liquor Licenses- New England Festivals, Inc. – Harbor Light Illumination Concert Series and Night Markets, Lin Whitehead Band Shell, Marine Park, 180 Scranton Avenue, Saturdays, July 5, July 12, and July 19 and August 9, August 16, and August 23, 2025

**MEETING DATE:** 3/10/2025

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

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

**ATTACHMENTS:** One Day Liquor License Application Review Form, Special One-Day Liquor License Application dated January 6, 2025; Narrative proposal; Certificate of Liability Insurance; TIPS Certificates; Site Plan

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### PURPOSE:

The Select Board will consider the approval of an application for six Special One-Day All Alcoholic Liquor Licenses- New England Festivals, Inc. – Harbor Light Illumination Concert Series and Night Markets, Lin Whitehead Band Shell, Marine Park, 180 Scranton Avenue, Saturdays, July 5, July 12, and July 19 and August 9, August 16, and August 23, 2025.

### BACKGROUND/SUMMARY:

- Applicant Lillian Kazanis, on behalf of New England Festivals, Inc. submitted the Special One-Day License for the Sale of Alcoholic Beverages on January 6, 2025.

- The event, titled Harbor Light Illumination, will take place on Saturdays on July 5, 12, and 19th and August 9, 16, and August 23, 2025, between the hours of 5:00 PM-9:30 PM, and approximately 100-175 people per night are expected to attend.
- The Police Departments has reviewed the application and has no objections or concerns with the event.
- The Fire Rescue Department reviewed the application and will require the applicant to schedule inspections of all food truck vendors.
- The Health Department will require that each vendor apply for a food permit 30 days in advance of the event.
- Marine & Environmental Services, Recreation Department, and the Department of Public Works have reviewed the application and have no concerns or objections.
- The event was discussed by the Town Manager's Working Group for Special Events at its meeting on February 13, 2025, and the Working Group recommends approval.

**DEPARTMENT RECOMMENDATION:**

The Town Manager recommends that the Select Board approve the application for six Special One-Day All Alcoholic Liquor Licenses- New England Festivals, Inc. – Harbor Light Illumination Concert Series and Night Markets, Lin Whitehead Band Shell, Marine Park, 180 Scranton Avenue, Saturdays, July 5, July 12, and July 19 and August 9, August 16, and August 23, 2025, as presented.

**OPTIONS:**

- Motion to approve the application for six Special One-Day All Alcoholic Liquor Licenses- New England Festivals, Inc. – Harbor Light Illumination Concert Series and Night Markets, Lin Whitehead Band Shell, Marine Park, 180 Scranton Avenue, Saturdays, July 5, July 12, and July 19 and August 9, August 16, and August 23, 2025 as presented.
- Motion to deny approval of six Special One-Day All Alcoholic Liquor Licenses- New England Festivals, Inc. – Harbor Light Illumination Concert Series and Night Markets, Lin Whitehead Band Shell, Marine Park, 180 Scranton Avenue, Saturdays, July 5, July 12, and July 19 and August 9, August 16, and August 23, 2025.

➤ 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 six Special One-Day All Alcoholic Liquor Licenses- New England Festivals, Inc. – Harbor Light Illumination Concert Series and Night Markets, Lin Whitehead Band Shell, Marine Park, 180 Scranton Avenue, Saturdays, July 5, July 12, and July 19 and August 9, August 16, and August 23, 2025, as presented.

*Michael Renshaw*

---

**Town Manager**

3/5/2025

**Date**

Date: 3/10/25

**ONE-DAY LIQUOR LICENSE APPLICATION REVIEW FORM**

**Applicant:** New England Festivals, Inc., Lillian Kazanis

**Event:** Harbor Light Illumination Concert & Night Market

**Location:** Band shell, Marine Park, 180 Scranton Ave., Falmouth

**Date:** Saturdays, 7/5, 12, 19 & 8/9, 16, 23 **Time:** 5:00 p.m. to 9:30 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 objections.</u>   |
| <input checked="" type="checkbox"/> Fire       | <u>Contact Fire Department to schedule inspections of food truck vendors.</u> |
| <input checked="" type="checkbox"/> Health     | <u>Each individual vendor must apply for food permit 30 days in advance.</u>  |
| <input checked="" type="checkbox"/> Building   | <u>No objections.</u>   |
| <input type="checkbox"/> Communications        | <u>_____</u>  |
| <input checked="" type="checkbox"/> M.E.S.     | <u>No objections.</u>   |
| <input checked="" type="checkbox"/> DPW        | <u>No objections.</u>   |
| <input checked="" type="checkbox"/> Recreation | <u>No objections.</u>   |
| <input checked="" type="checkbox"/> Beach      | <u>_____</u>  |
| <input type="checkbox"/> _____                 | <u>_____</u>  |

NOTES: This event was discussed by the Internal Working Group for Special Events at its meeting on Thursday, February 13, 2025.  
The Working Group recommends approval.

\_\_\_\_\_  
\_\_\_\_\_



PAID  
10-00 ck# 113



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:

Lillian Kazanis

ADDRESS OF APPLICANT:

P.O. Box 1244

N. Falmouth MA 02556

TOWN STATE ZIP CODE

NAME OF ORGANIZATION:

New England Festivals Inc.

MAILING ADDRESS:

P.O. Box 1244, N. Falmouth, MA 02556

TELEPHONE:



EMAIL:

Lillian@newenglandfestivals.org

LOCATION TO BE LICENSED-ADDRESS:

The Lin Whitehead Band Shell

Falmouth MA 02540

TOWN STATE ZIP CODE

EVENT TITLE:

Harbor Light Illumination concert series APPROXIMATE # OF PEOPLE: 150

DATE(S) OF EVENT:

7/5, 7/12, 7/19, 8/9, 8/16, 8/23 HOURS OF EVENT: 5:00pm - 9:30pm

AUTHORIZED MANAGER OF ESTABLISHMENT EVENT:

Lillian Kazanis

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 the alcohol security plan
2. Certificate of non-profit status for All Alcoholic Beverages Licenses ONLY)
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)

1/3/25

DATE

Lillian Kazanis

APPLICANT SIGNATURE

FEE: \$25.00 PER DAY

\$10.00 FILING FEE



**Special One-Day License Request/Proposal:**

We are requesting to put in place the action plan previously approved by the select board that proved to be successful during our last season. This plan includes placement of a non-permanent, double enclosed, secured, fenced-in area meeting town requirements to serve alcoholic beverages in the stage left area of the field in front of the town bandshell. It will be set up in the same style as last year with a 6' buffer space between the outer and inner enclosure to ensure proper space usage.

We will also partner again with a licensed supplier and provide certified TIPS staff for the handling of alcohol as well as security to ensure all persons entering libation area are of legal age. Due to the fact that we are a non-profit, we have historically requested permission for "All Alcohol" on the application form, however when working with providers who may donate to us, we only accept donations of single serve products.

Food service will be provided by separate entities/food trucks/vendors pending health dpt. approval who will not be allowed to serve alcoholic beverages per our event regulations. Additionally, our entity does not serve food. We work with local mobile food entities who hold annual permits through our town health dpt. as well as stand-alone entities who understand that they must provide us with copies of their Temporary Food Service Permits.

Obtaining this license is a privilege that we value highly and peruse only for the intent of supporting our mission.

Thank you for your previous support and consideration in our request this year.

Sincerely,

A handwritten signature in black ink that reads 'Lillian Kazanis'. The signature is written in a cursive, flowing style.

Lillian Kazanis



Department of the Treasury  
Internal Revenue Service  
Tax Exempt and Government Entities  
P.O. Box 2508  
Cincinnati, OH 45201

Date:  
06/06/2024

Name: Customer Service  
ID number: 31954  
Telephone: (877) 829-5500  
Accounting period ending:  
January 31  
Public charity status:  
170(b)(1)(A)(vi)  
Form 990 / 990-EZ / 990-N required:  
Yes  
Effective date of exemption:  
May 28, 2024  
Contribution deductibility:  
Yes  
Addendum applies:  
No  
DLN:  
26053551001144

NEW ENGLAND FESTIVALS INC  
C/O LILLIAN KAZANIS  
PO BOX 1244  
NORTH FALMOUTH, MA 02556

Dear Applicant:

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

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

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

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

Sincerely,

*Stephen A. Martin*

Stephen A. Martin  
Director, Exempt Organizations  
Rulings and Agreements

Letter 947 (Rev. 2-2020)  
Catalog Number 35152P



Date: May 6/17/2023

RECEIVED	CASH PAID	TIPS	CASH DUE	TIP OUT	OWED	TIPS RPRT
		\$98.00	\$98.00	\$25		\$87
		0.04	0.04		0.14	



### CERTIFICATE OF COMPLETION

This certifies that  
**patrick Peters**  
 is awarded this certificate for  
**TIPS Concessions Alcohol Training**

Hours  
3.00

Completion Date  
08/10/2023

Expiration Date  
08/09/2026

Certificate #  
000029437139

*Patrick Peters*  
 Official Signature

THIS CERTIFICATE IS NON-TRANSFERABLE

6504 Bridge Point Parkway, Suite 100 | Austin, TX 78730 | 877.881.4434 | www.360training.com

(CUT HERE)

(CUT HERE)

**TIPS** Concessions  
 Issued: 08/10/2023  
 Certificate #: 000029437139  
 Patrick Peters  
 Alcohol Training  
 Venetian  
 MA 02871

**CERTIFIED**  
 Expires: 08/09/2026

**TIPS** | **360**  
 TRAINING  
 Phone: 800-438-8417  
 www.gett360.com  
 This card was issued for successful completion of the TIPS program.  
 Signature \_\_\_\_\_

01/17/2022

**This is your official TIPS certification card. Carry it with you as proof of your TIPS certification.**

**Congratulations!**

This card certifies that you have successfully completed the TIPS (Training for Intervention ProcedureS) program. We value your participation and dedication to the responsible sale, service, and consumption of alcohol.

By using the techniques you have learned, you will help to provide a safer environment for your patrons, peers, and colleagues and reduce the tragedies resulting from intoxication, underage drinking, and drunk driving.

If you have any information you think would enhance the TIPS program, or if we can assist you in any way, please contact us at 800-438-8477.



ID#: 5763771 Name: Thomas J McCarthy  
Exam Date: 7/10/2022 Expiration Date: 7/10/2025

**TIPS** eTIPS On Premise 3.1 **CERTIFIED**  
Issued: 7/10/2022 Expires: 7/10/2025  
ID#: 5763771

Thomas J McCarthy  
Pier 37 Boathouse  
88 Scranton Ave  
Falmouth, MA 02540-3541

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

Thomas  
McCarthy



### CERTIFICATE OF COMPLETION

This certifies that

**Ethan Harper**

is awarded this certificate for

**TIPS On-Premise Alcohol Server Training**

Hours  
**3.00**

Completion Date  
**06/29/2023**

Expiration Date  
**06/28/2026**

Certificate #  
**ON-000029154689**

*Scott N. Ford*  
Official Signature

THIS CERTIFICATE IS NON-TRANSFERABLE

5000 Plaza on the Lake, Suite 305 | Austin, TX 78746 | 877.681.2235 | www.360training.com

(CUT HERE)

(CUT HERE)



Issued: 06/29/2023  
Certificate #: ON-000029154689

Ethan Harper  
23 Sunrise Lane  
East Falmouth MA 01934

CERTIFIED

Expires: 06/28/2026



Phone: 800-438-8477  
www.gettips.com

This card was issued for successful completion of the TIPS program.

Signature \_\_\_\_\_



A 360TRAINING COMPANY

### CERTIFICATE OF COMPLETION

This certifies that

**Sean Guinan**

is awarded this certificate for

**TIPS On-Premise Alcohol Server Training**

Hours  
**3.00**

Completion Date  
**06/27/2023**

Expiration Date  
**06/26/2026**

Certificate #  
**ON-000029122440**

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)



Issued: 06/27/2023  
Certificate #: ON-000029122440

Sean Guinan  
409 Aspenkirk Rd  
East Palmsouth MA 02834

**CERTIFIED**

Expires 06/26/2026



Phone: 800-438-8477  
www.gettips.com

This card was issued for successful completion of the TIPS program.

Signature \_\_\_\_\_



A 360TRAINING COMPANY

### CERTIFICATE OF COMPLETION

This certifies that

**Michael Dinn**

is awarded this certificate for

**TIPS On-Premise Alcohol Server Training**

Hours  
3.00

Completion Date  
01/09/2024

Expiration Date  
01/08/2027

Certificate #  
ON-000030607464

Official Signature

THIS CERTIFICATE IS NON-TRANSFERABLE

6504 Bridge Point Parkway, Suite 100 | Austin, TX 78730 | www.360training.com

(CUT HERE)

(CUT HERE)

**TIPS** On-Premise

Issued: 01/09/2024  
Certificate #: ON-000030607464

**CERTIFIED**

Expires: 01/08/2027

Michael Dinn  
PO Box 741  
Catawba MA 02514

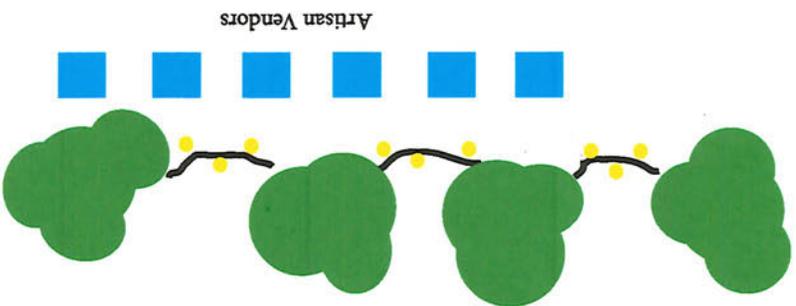
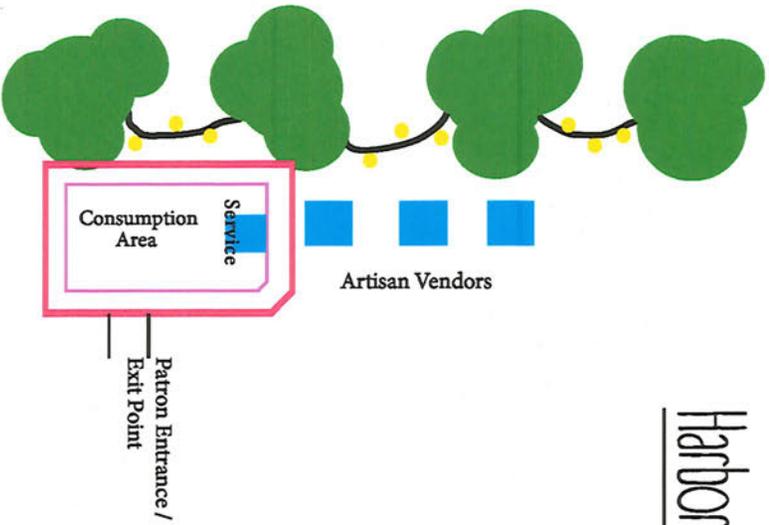
**TIPS** | **360** TRAINING

Phone: 800-438-8477  
www.gettips.com

This card was issued for successful completion of the TIPS program.

Signature \_\_\_\_\_

# Harbor Light Illumination Site Map



STAGE - Location of Entertainment Premises

## CONSENT AGENDA

### 2. ADMINISTRATIVE ORDERS

- a. Consider a vote to adopt meal and travel policies



## AGENDA ITEM SUMMARY SHEET

**ITEM NUMBER:** Consent Agenda – Administrative Orders 2.a.

**ITEM TITLE:** Consider a vote to adopt accounts payable policies for meal and travel lodging reimbursements

**MEETING DATE:** 3/10/2025

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

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

**ATTACHMENTS:** Draft meal policy, Draft travel policy

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### PURPOSE:

The Board is asked to review and discuss policies that address reimbursement for employee meals and travel expenses.

Having such policies in place is a standard local government best practice, and eliminates ambiguity concerning expense reimbursements.

### BACKGROUND/SUMMARY:

- The purpose of these policies is to establish guidelines for employees as well as board and committee members who may be eligible for reimbursement to attend training and conferences.
  
- There is some flexibility built into these policies as it is not feasible to specify specific rates for every circumstance.

- The two policies attached were prepared by staff based upon policies used by other communities, past experience, and best practices.
- To date, reimbursement for employee meals and travel has been reviewed by the Town Accountant based upon Massachusetts general law.
- The attached draft policies were first introduced to and discussed with the Select Board at its meeting on January 27, 2025; following this meeting, the draft policies were circulated amongst the management team staff for comment.

**DEPARTMENT RECOMMENDATION:**

The Town Manager recommends that the Select Board adopt the meal and travel reimbursement policies as presented.

**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:**

The Town Manager recommends that the Select Board adopt the meal and travel reimbursement policies as presented.

*Michael Renshaw*

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**Town Manager**

3/5/2025

**Date**

## **Accounts Payable – Food and Meal Expenses**

### **FOOD & MEAL EXPENSES (Employees, Committees and Boards)**

The Town's accounts payable policies provide the Town Accountant's office with established procedures for processing accounts payable transactions. In addition to these procedures, the requirements noted below represent specific Town policies and guidelines applicable to purchases of food and Employee, Committee and Board meal expenses. This procedure applies to all employees and to the Town board and committee members seeking reimbursement from the Town. For the purposes of this document, the term 'employee' is used to all individuals seeking reimbursement for food and meal expenses.

#### **Policy**

The Town will provide for direct payment or reimbursement of food and employee meal expenses under the following conditions:

- A. As provided below, or as otherwise provided under a collective bargaining or employment agreement.
- B. For which the expense has been incurred as part of a necessary business or operating expense.
- C. In applying this policy, the Town will follow the applicable IRS guidelines regarding accountable vs. non-accountable benefit plans.
- D. Unless otherwise provided through an applicable collective bargaining or employment contract, the following conditions apply to payment for food and employee meal expenses. Where the applicability of these conditions is in question, the Town Accountant shall consider the guidelines contained herein and has the final discretion as to what an eligible food and employee meal expense is.

#### **1. Employee meal expenses while on authorized travel or while engaged in authorized business.**

Employees who are out of Town, attending training programs or other events in the performance of their job responsibilities, as a condition of employment or on behalf of the Town in their official capacity may be eligible for food and/or meal costs to be either paid or reimbursed. Although this policy cannot cover all circumstances that may arise, the following conditions apply to payment of employee meal expenses.

- a. The Town of Falmouth will reimburse employees at the U.S. General Services Administration (GSA) rates for the destination of the training program or conference. If a location has no federal reimbursement rate, then the rates will be set by the Town Accountant based on similar locations.
- b. If meals are included in the cost of attending an event, the meals included are not otherwise eligible for payment or reimbursement.
- c. Meals included in the cost of an authorized event may exceed the limitations noted in 1a and 1b above.
- d. Purchases of alcoholic beverages, or for any services or entertainment provided as part of a meal and included in the meal price are not eligible expenses.

## **Accounts Payable – Food and Meal Expenses**

- e. The maximum daily reimbursement for meals is reduced by the amounts in 1b for partial days. The employee will only be reimbursed up to the reduced daily amount for those mealtimes while required to be away or traveling. The employee will not be reimbursed for additional mealtimes in which the additional stay, or travel time was at the employees' option, discretion, or other voluntary reason.
- f. Request for meal expense/reimbursement shall be made using the Employee Expense/Reimbursement Form, signed, and approved by the employee and the department head. Forms should be submitted by the end of the month following the month the cost was incurred. Reimbursement for June travel must be submitted in time for processing the final fiscal year warrant. Any exceptions to this are at the discretion of the Town Accountant.

The following must accompany a request for payment or reimbursement of meal expenses:

1. A completed and signed Supplemental Expense Documentation Form.
2. An itemized receipt displaying all items purchased and charged as part of the request for payment.
3. For reimbursement - If the receipt does not indicate the payment type, proof of payment is required to be provided by the employee. This may include a charge indicated on a credit card statement, a cancelled check, or other documentation. Generally, a handwritten receipt alone will not be acceptable.
4. If not evident on the Employee Reimbursement Expense Form, justification of the meals expense and for the purpose of the travel/time-away must be provided. For attendance at events/conferences, etc., a copy of the registration, agenda or other acceptable documentation for the event must be provided or on file with the accounting office.

### **2. Refreshments for employees, volunteers and committee members for meetings or events**

Refreshments and meals served to officers, employees or persons doing business with the Town at official meetings or events are potentially eligible expenses, so long as they are modest and benefit the Town by helping to keep participants alert and receptive or by enhancing efficiency by avoiding loss of time and/or disruption if participants leave the premises.

Conditions related to these types of expenditures are as follows:

- a. The meeting or event must be sponsored by the Town and/or the department and related to the public purpose of the sponsor.
- b. The meeting or event must be four hours or longer in length. Staff meetings must be for three hours, or greater in length.
- c. The cost of the refreshments/food should not exceed the per individual/per meal cost as indicated under section 1b. for the meal to be covered. Unless otherwise stated, or if the refreshments being served are not during a traditional mealtime, the cost limitations applicable to breakfast will apply.
- d. Requests for payment of food & meal expenses shall be made using the Employee Reimbursement Expense Form, signed, and approved by the employee and the department head. Forms should be submitted by the end of the month following the

## **Accounts Payable – Food and Meal Expenses**

month the cost was incurred. Reimbursements for June must be submitted in time for processing of the final fiscal year warrant. Any exceptions to this are at the discretion of the Town Accountant.

- e. The following must accompany a request for payment or reimbursement of food/meal expenses for meetings or events:
  1. A completed and signed Supplemental Expense Documentation Form.
  2. An itemized receipt displaying all items purchased and charged as part of the request for payment.
  3. For reimbursement - If the receipt does not indicate the payment type, proof of payment is required to be provided by the employee. This may include a charge indicated on a credit card statement, a cancelled check, or other documentation. Generally, a handwritten receipt alone will not be acceptable.
  4. Copy of the meeting posting and agenda.

### **3. Refreshments at public functions**

Refreshments at public functions, such as ribbon-cutting ceremonies, an opening day, annual meeting, presentation, or reception are eligible expenses provided they are modest and serve to provide a benefit for the Town by attracting participation and helping to keep participants alert and receptive. Conditions related to this type of expenditure are as follows:

- a. The meeting or event must be sponsored by the Town and/or the department and, related to the public purpose of the sponsor.
- b. The cost of such refreshments cannot exceed \$200 for each event, nor more than \$1,000 per fiscal year operating budget per department, without the express written permission of the Town Manager or Assistant Town Manager
- c. Requests for food or meal expenses shall be made using the Supplemental Expenses Documentation Form, signed, and approved by the employee and the department head. Forms should be submitted by the end of the month following the month the cost was incurred. Reimbursement for June travel must be submitted in time for processing the final fiscal year warrant. Any exceptions to this are at the discretion of the Town Accountant.
- d. The following must accompany a request for payment or reimbursement of food/meal expenses for meetings or events:
  1. A completed and signed Supplemental Expense Documentation Form.
  2. An itemized receipt displaying all items purchased and charged as part of the request for payment.
  3. For reimbursement - If the receipt does not indicate the payment type, proof of payment is required to be provided by the employee. This may include a charge indicated on a credit card statement, a cancelled check, or other documentation. Generally, a handwritten receipt alone will not be acceptable.
  4. Copy of the meeting posting and/or advertisement and agenda.

## **Accounts Payable – Food and Meal Expenses**

### **4. Inclement Weather Food and Meal Expenses**

Purchasing food, meals and refreshments for working storms after hours is permitted. The DPW Director will determine when the situation warrants after-hours meals.

- a. The storm event must be three hours or longer in length.
- b. The cost of the refreshments/food should not exceed the per individual/per meal cost as indicated under section 1b. Unless otherwise stated, or if the refreshments being served are not during a traditional mealtime, the cost limitations applicable to lunch will apply.
- c. Forms should be submitted by the end of the month following the month the cost was incurred. Reimbursement for June must be submitted in time for processing of the final fiscal year warrant. Any exceptions to this are at the discretion of the Town Accountant.

The following must be provided with the request for reimbursement:

1. A completed and signed Supplemental Expense Documentation Form.
2. An itemized receipt displaying all items purchased and charged as part of the request for payment.
3. For reimbursement - If the receipt does not indicate the payment type, proof of payment is required to be provided by the employee. This may include a charge indicated on a credit card statement, a cancelled check, or other documentation. Generally, a handwritten receipt alone will not be acceptable.

## Accounts Payable – Food and Meal Expenses

### Receipts should include the following information:

1. Vendor's name, address of purchase, merchant location ID
2. Transaction Date
3. Detail of purchase: list of items or services, quantity, and price per item
4. Purchase total amount
5. Payment details, including payment method and amount.
6. For credit card payments: the last four digits of the card number, authorization code, date, and time of transaction.

Please note: if any of these elements is missing from the receipt, we may request a statement to support the expense.

**1. Vendor's Information**

**2. Transaction date and time**

**3. Detail description of purchase**

**4. Purchase total amount**

**5. Payment details.**

**STOP & SHOP**  
 474 STATION AVENUE  
 SOUTH YARMOUTH, MA 02664  
 Store Telephone: (508) 394-0431

Store #2422    10/29/21    09:11am

STOP & SHOP

ASST CAKE DNYS	5.49 F
AFL CRSP LB CK	5.99 F
SAVINGS	0.20-F
PRICE YOU PAY	5.79
ASST CAKE DNYS	5.49 F

Total After Savings    16.77  
 TAX    0.00  
 \*\*\*\* BALANCE    16.77

Payment Type: Debit  
 CHIP    Purchase    PIN Bypass  
 Card: \*\*\*\*\*7421  
 Payment Amt: \$16.77  
 BALANCE: \$  
 AID: A000000042203  
 AUTH: 316B07 RD400 10/29/21 09:12am  
 \*\*\*\*\*  
 MASTERCARD    16.77  
 CHARGE    0.00

\*\*\*\*\* SAVINGS SUMMARY \*\*\*\*\*  
 Card Savings:    0.20  
 Your Total Savings:    0.20

10/29/21 09:12am 2422 5 47 176  
 Customer 22\*\*\*\*\*0001  
 www.StopAndShop.com  
 Thank you for shopping STOP & SHOP  
 Dan McDonagh, Store Manager  
 MELISSA, Your Cashier

**HOW ARE WE DOING?**  
 Tell us in the next 5 days at  
 www.talktostopandshop.com  
 Use the PIN # below to login  
 1029 0912 2482 2005 0047  
 And enter for a  
 Chance to win \$500\*

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TOWN OF FALMOUTH, MASSACHUSETTS

Policies and Procedures

Accounts Payable - **Supplemental Considerations for Travel, Conference & Lodging Expenses**

The Town's accounts payable policy provides for the Town Accountant's office to establish departmental procedures for processing accounts payable transactions. In addition to these procedures, the requirements noted below represent specific Town policies and guidelines applicable to employee travel, conference & lodging expenses.

**Policy**

The Town will provide for direct payment or reimbursement to employees for employee travel, conference & lodging expenses under the following conditions:

- a. As provided below, or as otherwise provided under a collective bargaining or employment agreement.
- b. The expense has been incurred in the necessary performance of one's duties.
- c. In applying this policy, the Town will follow the applicable IRS guidelines regarding accountable vs. non-accountable benefit plans.
- d. Unless otherwise provided through an applicable collective bargaining or employment contract, the following conditions apply to payment for travel, conference & lodging expenses. The Town Accountant shall apply the guidelines contained herein, and has the final discretion as to eligibility, allowable expense, and required documentation.

**1. Conditions applicable to all travel, conference & lodging expenses**

- a. This policy cannot identify or cover every possible scenario that may apply to these types of costs. However, in general, the following conditions and guidelines are applicable to all travel, conference & lodging expenses:
- b. Out of state travel must be approved in writing by the Town Manager or Assistant Town Manager - use the Supplemental Expense Documentation Form for this purpose. See Appendix A for the preauthorization form.
- c. Instate travel, conference and/or lodging expenses exceeding, or reasonably expected to exceed \$1,000 must be approved in advance and in writing by the Town Manager or Assistant Town Manager - use the Supplemental Expense Documentation Form for this purpose. See Appendix B for the preauthorization form.
- d. Expense incurred should be for reasonable and necessary travel and lodging accommodations. The Town Accountant shall have the discretion to make these determinations. Department Heads are advised to seek prior approval from the Town Accountant if there are questions as to what may be considered reasonable and necessary.
- e. The employee and department head should make every effort to find the lowest cost possible for these types of expenses, and should avoid expensive or lavish travel and/or lodging given the circumstances and needs of the employee and the event.
- f. **Under MGL, the Town Accountant has the statutory authority to refuse payment for costs deemed unlawful, fraudulent or excessive.** When assessing the reasonableness of the costs incurred, the Town Accountant has the discretion to disallow all, or a portion of travel, conference & lodging costs based upon this standard.

TOWN OF FALMOUTH, MASSACHUSETTS

Policies and Procedures

Accounts Payable - **Supplemental Considerations for Travel, Conference & Lodging Expenses**

- g. Payment or reimbursement of travel, conference & lodging expenses may be made in advance of the travel, provided it is a requirement for securing the registration, travel ticket, accommodation, etc.
- h. It is preferable that an employee attempt to coordinate payment directly through the Town prior to making a purchase for which they will seek reimbursement.
- i. Only expenses related to employee travel, conference & lodging will be paid or reimbursed. Additional costs applicable to travel companions will not be paid.

**2. Conditions Applicable to Mileage Expenses**

Employees may be reimbursed for use of their personal vehicle on a per mile basis under the following conditions:

- a. Reimbursement will be made at the IRS mileage rate.
- b. The employee should utilize town vehicles that are available prior to using a personal vehicle. If There are multiple attendees for an event, then carpooling to the event using a town vehicle must be considered. Personal vehicle use to perform job responsibilities should not be done for the convenience of the employee, but rather when it is the most practical use of time and resources. Employee mileage reimbursement may be limited or disallowed at the discretion of the Town Accountant for this reason.
- c. Mileage reimbursement is not allowed for commuting or other mileage related to personal business. A personal stop (i.e. lunch) along the travel route is permissible if it does not increase the reimbursable mileage.
- d. The amount of mileage reimbursed shall be based upon the shortest, practical route. Exceptions are allowed but must be approved by the Department Head and accepted by the Town Accountant.
- e. A request for mileage reimbursement shall be made using the Supplemental Expense Documentation Form, signed by the employee, and approved by the department head. Forms should be submitted by the end of the month following the month the trip was incurred. Reimbursement for June travel must be submitted in time for processing the final fiscal year warrant. Any exceptions to this are at the discretion of the Town Accountant. Bundling mileage and submitting during the last month of the fiscal year is not acceptable. If this occurs, the Town Accountant can disallow all but the mileage for the last month of the fiscal year. Likewise bundling multiple months during the fiscal year delays the proper recording of the expense, which can result in overspending the budget.
- f. Mileage reimbursement requests for travel out of Town shall be supported by mileage calculations indicated by an on-line map service (i.e. Google Maps).
- g. Mileage travelled to events/conferences must be supported by a registration form, agenda or other documentation verifying its occurrence and location, as well as attendance by the employee.

The link to the mileage reimbursement form is:

<https://www.falmouthma.gov/DocumentCenter/View/16001/2024-Mileage-Reimbursement-Form>

### **3. Conditions Applicable to Non-mileage travel expenses**

Tolls, parking and out of pocket costs for airfare, train, or other mode of transportation to attend professional conferences, training or other work-related events are acceptable expenses. The following conditions apply to non-mileage travel expenses:

- a. The following must accompany a request for non-mileage travel payments or reimbursement:
  1. Completed Supplemental Expense Documentation Form signed by the employee and Department Head
  2. Invoice or receipt indicating what the payment is for.
  3. For reimbursements - If the invoice does not indicate payment type, proof of payment is required to be provided by the employee. This may include a charge on a credit card statement, cancelled check, or other documentation. Generally, a handwritten receipt alone will not be acceptable.
  4. Agenda, registration form or other documentation verifying the event, its location and attendance by the employee.
- b. Generally, non-mileage travel expenses are reserved for destinations greater than 4 hours' distance (by car) from the Town of Falmouth. However, the Town Accountant may allow these costs for closer destinations provided it demonstrates a less expensive travel arrangement.

### **4. Conditions Applicable to Lodging expenses**

Expenses related to employee lodging may be paid or reimbursed within the following guidelines:

- a. The meeting/event site is over 55 miles from the Town of Falmouth.
- b. The meeting/event and total travel time exceeds 10 hours.
- c. The number of overnight stays cannot exceed the number of scheduled days of the meeting/event.
- d. The Town Accountant has some discretion regarding these conditions, provided it is demonstrated that additional lodging expenses result in lower overall travel expenses for the event.

## MINUTES

1. Review and vote to approve minutes of meetings
  - a. Public Sessions: October 25, 2021 and February 24, 2025

March 10, 2025

October 25, 2021

March 10, 2025

**TOWN OF FALMOUTH**  
**SELECT BOARD**  
**Open Session Minutes**  
**MONDAY, OCTOBER 25, 2021 – 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.*

**Present:** Douglas C. Brown, Chair; Sam Patterson; Nancy Robbins Taylor; Onjalé Scott Price (remote)

**Absent:** Megan English Braga

**Others present:** Julian Suso, Town Manager; Peter Johnson-Staub, Assistant Town Manager

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

**EXECUTIVE SESSION:**

M.G.L. c.30A s.21(a)(3) – Collective bargaining – Vote to affirm ratification of union contract renewals for DPW and AFSCME Unit B

**Motion by Mr. Brown: To enter into Executive Session per M.G.L. c.30A s.21(a)(3) – Collective bargaining – Vote to affirm ratification of union contract renewals for DPW and AFSCME Unit B. To not enter into Executive Session would put the Town in an untenable position due to negotiations of contract. Second: Mr. Patterson.**

**Roll Call Vote: Brown – aye; Patterson – aye; Taylor – aye; Scott Price – aye; Yes – 4 No – 0**

*Megan English Braga joined the meeting.*

Call to Order: By Chair Brown at 6:30 p.m.

Pledge of Allegiance: Led by Select Board

There was a moment of silence to honor Bruce Mogardo. He worked for the Town for 58 years and will be missed.

Proclamations

- a. Eagle Scout Proclamation – Samuel Thrasher

Ms. English Braga read the proclamation into the record.

**Motion by Ms. English Braga: That we: Douglas C. Brown, Sam Patterson, Nancy Robbins Taylor, Onjalé Scott Price, and Megan English Braga of the Select Board of the Town of**

Falmouth do hereby proclaim Samuel Thrasher 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 25<sup>th</sup> day of October 2021.

Second: Mr. Patterson.

Vote: Yes – 5 No – 0

b. Eagle Scout Proclamation – Dalton Watring

Mr. Patterson read the proclamation into the record.

**Motion by Mr. Patterson: That we: Douglas C. Brown, Sam Patterson, Nancy Robbins Taylor, Onjalé Scott Price, and Megan English Braga of the Select Board of the Town of Falmouth do hereby proclaim Dalton Watring 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 25<sup>th</sup> day of October 2021.**

Second: Ms. English Braga.

Vote: Yes – 5 No – 0

c. Native American Heritage Month

Ms. Scott Price read the proclamation into the record.

**Motion by Ms. Scott Price: That we: Douglas C. Brown, Sam Patterson, Nancy Robbins Taylor, Onjalé Scott Price, and Megan English Braga of the Select Board of the Town of Falmouth do hereby proclaim November as Native American Heritage Month and calls upon all residents to observe this month with appropriate programs, ceremonies, and activities.**

Second: Ms. Robbins Taylor.

Vote: Yes – 5 No – 0

Recognition: Ms. English Braga recognized Bruce Mogardo for his level of service to the community. She also thanked the management and staff for their work in making Mr. Mogardo's experience the best it could be.

Mr. Patterson recognized Betsy Gladfelter for her efforts on the Coonamessett Restoration project.

Announcements: Mr. Brown noted that tomorrow night the Planning Board will discuss the recodification of the Zoning Bylaw. A presentation that was supposed to be made tonight by the Solid Waste Advisory Committee has been deferred to a future meeting.

Mr. Johnson-Staub stated that the Board met earlier in Executive Session and approved union contract renewals for the Department of Public Works and the AFSCME Unit B.

Public Comment: None at this time.

## SUMMARY OF ACTIONS

1. Licenses
  - a. Approve Application for a Special One-Day Wine and Malt Liquor License – Shipwrecked, 263 Grand Avenue – Sunday, 11/14/21

Mr. Brown stated that concerns were received from a neighbor regarding music noise at the venue. The approved license asked that noise be contained to the property line and not amplified. Mr. Suso stated that he sent an email to the venue's manger, bringing this to their attention.

Jennifer Murphy, Assistant Manager of Shipwrecked, stated that the concern expressed will be taken into account.

**Motion by Ms. English Braga: To approve the application for a Special One-Day Wine and Malt Liquor License for Shipwrecked on 11/14/21.**

**Second: Mr. Patterson.**

**Roll Call Vote: Brown – aye; Patterson – aye; Taylor – aye; Scott Price – aye; English Braga – aye; Yes – 5 No – 0**

2. Administrative Orders
  - a. Approve Grant of License to Adelle F. McDermott, Trustee of the Adelle F. McDermott Revocable Trust to place, erect and maintain a fence to be located within the layout of a public way known as 30 Harrington Street

**Motion by Ms. English Braga: To approve a Grant of License to Adelle F. McDermott, Trustee of the Adelle F. McDermott Revocable Trust to place, erect, and maintain a fence to be located within the layout of a public way known as 30 Harrington Street.**

**Second: Mr. Patterson.**

**Roll Call Vote: Brown – aye; Patterson – aye; Taylor – aye; Scott Price – aye; English Braga – aye; Yes – 5 No – 0**

- b. Naming request to consider naming the new senior center, the John V. Magnani Senior Center, and that the old senior center building named after John DeMello retain his name

*Ms. Taylor recused herself from this item.*

The Board acknowledged considering naming of the new senior center, the John V. Magnani Senior Center, and that the old senior center building named after John DeMello retain his name.

*Ms. Taylor retook her seat.*

- c. Vote to accept the 2020 Re-Precincting Plan for the Town of Falmouth as presented by the Town Clerk

Michael Palmer, Town Clerk, stated that all of the precincts are proposed to remain the same.

**Motion by Mr. Patterson: To accept the 2020 Re-Precincting Plan for the Town of Falmouth as presented by the Town Clerk.**

**Second: Ms. English Braga.**

**Roll Call Vote: Brown – aye; Patterson – aye; Taylor – aye; Scott Price – aye; English Braga – aye; Yes – 5 No – 0**

- d. Retroactive authorization to apply for a State Community Compact IT Grant to assist in funding the proposed Fire Station Alerting System

**Motion by Ms. English Braga: To approve retroactive authorization to apply for a State Community Compact IT Grant to assist in funding the proposed Fire Station Alerting System.**

**Second: Ms. Taylor.**

**Roll Call Vote: Brown – aye; Patterson – aye; Taylor – aye; Scott Price – aye; English Braga – aye; Yes – 5 No – 0**

- e. Vote to approve a Water Main Extension Agreement and a Wastewater Main Extension Agreement for the Kendall Lane Ch. 40B project off Worcester Court

**Motion by Ms. English Braga: To approve a Water Main Extension Agreement and a Wastewater Main Extension Agreement for the Kendall Lane Ch. 40B project off Worcester Court.**

**Second: Mr. Patterson.**

**Roll Call Vote: Brown – aye; Patterson – aye; Taylor – aye; Scott Price – aye; English Braga – aye; Yes – 5 No – 0**

3. Special Events

**Recurring - Recommended:**

- a. Jingle Jog 5K – Falmouth Chamber of Commerce – Start/Finish Main Street – Saturday, 12/4/21; 2:00 p.m. to 4:00 p.m.

**Motion by Ms. English Braga: To approve the Jingle Jog 5K – Falmouth Chamber of Commerce – Start/Finish Main Street – Saturday, 12/4/21; 2:00 p.m. to 4:00 p.m.**

**Second: Mr. Patterson.**

**Roll Call Vote: Brown – aye; Patterson – aye; Taylor – aye; Scott Price – aye; English Braga – aye; Yes – 5 No – 0**

- b. Falmouth Village Stroll – Falmouth Chamber of Commerce – Closure of Main Street between Post Office and Shore St. Ext. from 1:00 p.m. to 10:00 p.m. – Saturday, 12/4/21

**Motion by Ms. English Braga: To approve the Falmouth Village Stroll – Falmouth Chamber of Commerce – Closure of Main Street between Post Office and Shore St. Ext. from 1:00 p.m. to 10:00 p.m. – Saturday, 12/4/21.**

**Second: Mr. Patterson.**

**Roll Call Vote: Brown – aye; Patterson – aye; Taylor – aye; Scott Price – aye; English Braga – aye; Yes – 5 No – 0**

- c. 58th Annual Christmas Parade – Falmouth Chamber of Commerce – Main Street (from Dillingham Ave. to Village Green) – Sunday, 12/5/21, 12:00 noon (rain date Sunday, 12/12/21)

**Motion by Mr. Patterson: To approve the 58th Annual Christmas Parade – Falmouth Chamber of Commerce – Main Street (from Dillingham Ave. to Village Green) – Sunday, 12/5/21, 12:00 noon (rain date Sunday, 12/12/21).**

**Second: Ms. Taylor.**

**Roll Call Vote: Brown – aye; Patterson – aye; Taylor – aye; Scott Price – aye; English Braga – aye; Yes – 5 No – 0**

**New – Recommended:**

- a. Women Run Cape Cod 5K – Falmouth Running Club – Start/Finish Town Hall Square – Sunday, May 8, 2022, 7:00 a.m. – 10:00 a.m.

**Motion by Ms. Taylor: To approve the Women Run Cape Cod 5K – Falmouth Running Club – Start/Finish Town Hall Square – Sunday, May 8, 2022, 7:00 a.m. – 10:00 a.m.**

**Second: Mr. Patterson.**

**Roll Call Vote: Brown – aye; Patterson – aye; Taylor – aye; Scott Price – aye; English Braga – aye; Yes – 5 No – 0**

Ms. Taylor stated that she would like to look at streamlining future agendas in order to use meetings more effectively.

**PUBLIC HEARINGS:**

- 1. Shade Tree Hearing – on application by the Falmouth Parks Department for the removal of two (2) Norway Maple trees at 187 Central Avenue, East Falmouth

Ms. English Braga read the public hearing notice.

Jeremiah Pearson, Tree Warden, explained that these two trees are proposed to be removed to make an entrance into the new development on this site. These two trees are invasive and in poor health. The developer has been asked to plant two replacement trees.

Ms. English Braga noted that the public hearing stated that these two trees are located on Main Street. As such, this public hearing will need to be re-noticed with the proper address.

- 2. Shade Tree Hearing – on application by the Falmouth Parks Department for the removal of two (2) White Oak trees and one (1) Black Oak tree at 89 Maravista Avenue, Falmouth

Ms. English Braga read the public hearing notice.

Jeremiah Pearson, Tree Warden, stated that these three oak trees cause a safety issue due to lack of line of sight to the property owner. If these three trees are removed, the owner has agreed to donate three trees to Teaticket School or Worcester Court.

There was no public comment at this time.

**Motion by Ms. English Braga: To close the hearing.**

**Second: Mr. Patterson.**

**Roll Call Vote: Brown – aye; Patterson – aye; Taylor – aye; Scott Price – aye; English Braga – aye; Yes – 5 No – 0**

**Motion by Ms. English Braga: To approve the removal of two (2) White Oak trees and one (1) Black Oak tree at 89 Maravista Avenue, Falmouth.**

**Second: Mr. Patterson.**

**Roll Call Vote: Brown – aye; Patterson – aye; Taylor – aye; Scott Price – aye; English Braga – aye; Yes – 5 No – 0**

3. Vote to Adopt new mooring regulations relating to house floats and house boats

Ms. Taylor read the public hearing notice.

Gregg Fraser, Harbor Master, explained that there is a policy that only allows house floats in Great Harbor and Eel Pond. This summer, a new house float was constructed and the owner proposed to place it on a mooring outside of these zones which caused problems with property owners in the area. The recommendation is to change the current policy into regulations, as this allows for stronger enforcement by the Town. There are 19 of these in the current mooring plan, along with three aquaculture floats. There are currently 45 moorings identified within the zone, but most are used for regular boat moorings. The number of these items has been steady for decades. This seems to be a regulatory consideration, not a zoning issue.

Mr. Brown suggested tabling this item to a future meeting to allow additional time for public comment. He asked for public comment at this time.

Jonathan Goldman, 12 Sidney Street, stated that this is a very concerning item that renders use of the Harbor in an acrimonious way. The need for overregulation runs counter to the history and culture of house floats and boats.

Richard Pierce, Woods Hole, stated that he previously came out in opposition of all houseboats, in spirit of the 1980 bylaw that prohibits houseboats from all Town-owned marinas. This is an inappropriate use of the recreational mooring fields. There is a 20 year waiting list for people who want to use this resource for pleasure boating. There are a lot of issues around houseboats and some details need to be regulated.

Jeff Thomas, Chair of the Waterways Committee, stated that the Committee has not yet taken any action, as it does not own the regulations.

Frank Duffy, Town Counsel, stated that this is primarily an issue of regulation within the purview of the Harbor Master and the Waterways Committee. Falmouth does not zone out beyond the shore.

Cricket Warner stated that she is a house float owner, and she believes the regulations seem reasonable, though there are a couple of items that likely require some clarification.

David Bruce, School Street Woods Hole, stated that he could not be happier with the conditions regarding the house floats. This is part of what makes Woods Hole unique. Every float should have a holding tank and that regulation should stand. Insurance is difficult for a wooden structure and that should be considered before making it a regulation.

**Motion by Ms. English Braga: To continue the hearing to November 8, 2021, at 7:30pm.**

**Second: Ms. Taylor.**

**Roll Call Vote: Brown – aye; Patterson – aye; Taylor – aye; Scott Price – aye; English Braga – aye; Yes – 5 No – 0**

4. Application for a Pool Table License – AMVETS Post 70, 336 Palmer Avenue, Falmouth

Ms. Taylor read the public hearing notice.

Jeff Broeder, commander and manager of AMVETS, explained that this is a request for a single pool table as a means of recreation for the post.

There was no public comment at this time.

**Motion by Ms. English Braga: To close the hearing.**

**Second: Mr. Patterson.**

**Roll Call Vote: Brown – aye; Patterson – aye; Taylor – aye; Scott Price – aye; English Braga – aye; Yes – 5 No – 0**

**Motion by Ms. Taylor: To approve the application for a Pool Table License – AMVETS Post 70, 336 Palmer Avenue, Falmouth.**

**Second: Ms. Scott Price.**

**Roll Call Vote: Brown – aye; Patterson – aye; Taylor – aye; Scott Price – aye; English Braga – aye; Yes – 5 No – 0**

5. Wetlands/Dock Hearing – Teague I. Campbell – Reconstruct pier, ramp and float on the same general footprint as the existing dock in and over the waters of Rand's Canal, located at 147 Bay Road Extension

Ms. English Braga read the public hearing notice.

Jeff Ryther, BSS Design, explained that Mr. Campbell owns the property at 147 Bay Road. There is an existing licensed 4' wide dock that leads to a small float. The intention is to rebuild part of the dock and the additional 9' is needed for appropriate depth.

Mr. Brown asked for public comment.

Keith Tortorella, 126 Bay Road, stated that the applicant's boat is currently 31' with a 10' beam. The applicant is asking to extend this dock 9'. Mr. Tortorella asked what will happen if the applicant obtains a larger boat. The waterway continues to fill with silt and narrow. This proposal could create an obstacle to navigating the waterway. He suggested moving the platform to the northeasterly portion of the applicant's property or not extending the 9'.

Brett Barton, 145 Chester Street, stated that there have been challenges over the years in maintaining the waterway for everyone. The proposed dock will be an upgrade to the area but having it 9' further out into the channel will make it difficult to navigate the area.

Ms. English Braga noted that the Board could make a condition regarding the size of the boat to be moored at this dock.

Mr. Brown asked about the existing depth of the float. Mr. Ryther stated that this is 1.3'-2.2'. There will be 5' of depth if the extension is approved.

Mr. Barton stated that the area has become heavily filled with silt to the point that most of the docks in the area are sitting on the sand for some part of the day. He asked the Board to consider what the checkpoint will look like in coming years.

Mr. Brown stated that there may be some benefit to moving the dock in a northeasterly direction. Mr. Ryther stated that this would likely lead to crossing additional resource areas. He stated that he would speak to his client regarding alternative options for the proposal.

**Motion by Ms. English Braga: To continue the hearing to November 8, 2021, at 7:30PM.**

**Second: Mr. Patterson.**

**Roll Call Vote: Brown – aye; Patterson – aye; Taylor – aye; Scott Price – aye; English Braga – aye; Yes – 5 No – 0**

6. Application for Renewal of Shellfish Aquaculture License #A11-05 issued to Daniel Ward of Ward Aquafarms, LLC, 51 North Falmouth Highway, for a 2.6-acre site in the waters of Megansett Harbor outside of the mouth of Rands Canal

Ms. English Braga read the public hearing notice.

Daniel Ward, 51 North Falmouth Highway, stated that he originally received this license ten years ago and would like to renew it. This was expanded to ten acres, two years after the first license. The project itself has not changed.

**Motion by Ms. English Braga: To close the hearing.**

**Second: Mr. Patterson.**

**Roll Call Vote: Brown – aye; Patterson – aye; Taylor – aye; Scott Price – aye; English Braga – aye; Yes – 5 No – 0**

**Motion by Ms. English Braga: To approve the license as presented.**

**Second: Mr. Patterson.**

**Roll Call Vote: Brown – aye; Patterson – aye; Taylor – aye; Scott Price – aye; English Braga – aye; Yes – 5 No – 0**

7. Application for an Alteration of the Licensed Premises of an All Alcoholic Common Victualler License – Pickle Jar Ltd. d/b/a Pickle Jar Kitchen at 170 Main Street, Falmouth

**Motion by Mr. Patterson: To continue the hearing to November 8, 2021, at 7:30PM, at request of the applicant.**

**Second: Ms. English Braga.**

**Roll Call Vote: Brown – aye; Patterson – aye; Taylor – aye; Scott Price – aye; English Braga – aye; Yes – 5 No – 0**

## **BUSINESS**

1. Discussion/update on COVID-19 issues

Mr. McGann gave an update on COVID-19 issues. There were no questions at this time.

2. Discussion/vote on special cable council's recommendation for "friendly" preliminary denial of renewal of cable license

William Solomon, special cable council, explained that the matter in question is a "friendly" preliminary denial. The Federal Cable Act provides two processes; one is a formal process where the cable company requested renewal and the town responds with an ascertainment process, and the second is an informal track where, after determining the needs of the Town, the parties sit down and negotiate. 99.99% of all cable licenses are agreed upon through the second negotiation process. As the cable company wanted to protect its interest, it and the Town followed the formal process, but this has become unnecessary as it is clear an agreement will be reached. There is an agreement on the fundamental terms of the cable license and so the request is a vote by the Board for a "friendly" preliminary denial. This is done to protect the interest of Comcast, protect the interests of the Town, and protect the interests of the public. Both parties will then finish the informal negotiation to the agreement.

**Motion by Ms. English Braga: Whereas, the Town of Falmouth town is desirous of completing the cable television license renewal process and finalizing the cable license renewal agreement with Comcast Cable Communications Management LLC, pursuant to the informal licensing process set out in Section 626-H of the Cable Act; Whereas, Comcast and the Town have engaged in a good faith cable license negotiation process and reached agreement on the fundamental terms of the renewal license agreement; and Whereas the Select Board as the cable television license issuing authority deems it prudent to protect the interests of the parties with respect to the formal license renewal process; Now, therefore, because the renewal license has not yet been finalized and issued by this Board, and in order to protect the interests of the Town and Comcast as both parties work to finalize the**

renewal license, the Board, pursuant to Section 626.C.1 of the Cable Act hereby votes to issue this “friendly” preliminary assessment of denial to provide additional time to complete the license renewal process and issue the renewal license. In order to provide the best opportunity with the parties to expeditiously reach an agreement regarding a cable television renewal license, the Town Special Counsel for this cable license renewal will file a request or motion with the Department of Telecommunications and Cable of the Commonwealth of Massachusetts to extend the time for the Town to file a written statement detailing the reasons for its preliminary denial pursuant to 207 CMR 3.063. This will provide additional time for the parties to finalize the renewal license without the need to devote time and attention to matters other than the completion thereof.

Second: Mr. Patterson.

Roll Call Vote: Brown – aye; Patterson – aye; Taylor – aye; Scott Price – aye; English Braga – aye; Yes – 5 No – 0

### 3. Follow-up discussion on North/West Fire Station

Fire Chief Smith reviewed a staffing plan for the North/West Fire Station. This would accommodate the same model being used currently at the East Falmouth Fire Station. The budget considerations for FY23 are just beginning and may include additional staffing to meet the staffing model.

Mr. Brown asked about response times. Fire Chief Smith stated that it is difficult to maintain a specific response time, due to the size of the Town. The Department is trying to staff adequately to allow for secondary responses in some areas of Town when needed.

Mr. Patterson stated that it is important to consider backup for the Department in case there are multiple calls around Town at once.

Ms. Scott Price noted that the McGrath report seems to state that an acceptable response time is four minutes. Fire Chief Smith stated that the 4-6 minute response time often mentioned comes from the American Heart Association standards. Response times often increase around Town due to there being multiple calls at one time.

Mr. Brown asked for public comment at this time.

Marsha Murphy, Charles Lane, asked that the Board not eliminate the West Falmouth Fire Station.

Jim Gray, 25 Brantwood Drive and representing the West Falmouth Village Association, stated that the West Falmouth Fire Station is very important to the area. The issue is very complex, and he thanked the Board for shining light on the issues.

Steve Coan, 597 West Falmouth Hwy, explained that the area lost something when the West Falmouth Station became staffed on a voluntary basis. The voluntary overtime system has failed.

Ms. Taylor noted that it is the responsibility of the Board to determine if a Station closes or not.

There was discussion regarding staffing for the stations in Town. Fire Chief Smith stated that, currently, staffing the West Falmouth Station is through overtime volunteer hours. Anything beyond that must be considered by the Union and Town Administration. He stated that he staffs the buildings through the contract language to the 16 person level using voluntary overtime. Mr. Suso stated that, per Labor Counsel, as long as the Chief has adequate staffing overall, the Chief can assign the firefighters at the beginning of each shift as he determines appropriate. This is not a contract issue that needs to be negotiated. Fire Chief Smith stated that he is working towards this on a regular basis. Mr. Suso stated that this does not need to be negotiated. Ms. Taylor asked if this is based on bodies or contract language. Mr. Brown asked what it will take to get to the 16 person level. Fire Chief Smith stated that the personnel hired are within the training phase at this time. Once this is completed, the personnel will be added to the shift complement to raise the level. Mr. Brown asked if a policy would eventually be set regarding setting a shift number. Fire Chief Smith stated that this could be considered as part of a staffing plan in the future.

Mr. Brown asked if more firefighters may have to be hired for next year. Mr. Suso stated that the FY22 budget has already been approved, and the hiring is governed by it. In April/May of 2022 there should be 18 firefighters for two shifts and 19 firefighters for two shifts. The need for mandatory overtime should be bargained with the Union. The additional staffing should be sufficient to start each day with 16 firefighters.

Todd Taylor, West Falmouth, stated that he believes the staffing is a negotiable item and the only way the West Falmouth Station will open regularly is to change the number from 14 to 16.

Mr. Suso stated that to get from the 2022 staffing to the amount needed three fiscal years after will require six additional firefighters.

Maurie Harlow-Hawkes stated that she would like this item to be discussed in a different forum, as there are a number of people wishing to speak. She asked about the internal committee the Chief is working with regarding the north/west/Hatchville station. Fire Chief Smith stated that the internal committee is staff personnel providing information, consideration, and needs for the upcoming project.

Ms. Harlow-Hawkes stated that it appears the Chief has 14 staff to work with at the start of shift, per the Union contract. The 16 number is not available until two personnel volunteer.

Marc Finneran stated that he has continued to ask what will be built and has received no answers. The Hatchville Station will apparently be staffed with four firefighters. 52% of the calls come from Main Street and there are six firefighters at that Station. He suggested that the majority of the relief that the Hatchville Station will provide will be to the North Falmouth Station. The Hatchville Station will likely not service more than 8% of the Town's calls, and it appears it will be too large and overly staffed.

Malcolm Donald stated that 16 firefighters will be required for West Falmouth to be staffed, and this Station will continue to take a hit whenever this is not the case.

Mr. Coan stated that he is confused regarding staffing. There is a contractual arrangement that there will be a minimum of 14 personnel at the beginning of every shift. Until the contract language changes, the Chief is limited in how many people he can assign beyond the 14. It will be a positive step to be fully staffed, but this does not consider those who may be vacant any given day.

Mr. Johnson-Staub stated that the Town is budgeted for more positions at the start of shift than are received each day. If the Town is budgeted for 19 and get 16 to show up, no one has to be forced to work, but if only 15 show up then someone must be forced to work overtime in order to get the 16. Mr. Brown noted that the Town does not currently have the ability, per the contract, to force that 16<sup>th</sup> person.

Mike Mueller, President of the Firefighters Union, stated that 14 firefighters can be held over at the start of every shift. When there are more personnel available, the Union will be willing to consider additional staffing. 56 people were stuck for shifts last month alone. There need to be additional personnel to count toward shift staffing before the number can move toward 16. A renegotiation can occur.

4. Report – Solid Waste Advisory Committee

This item was postponed to a later date.

5. Report – Shellfish Advisory Committee

Pete Chase, Chair of the Shellfish Advisory Committee, gave a brief report and update.

6. Presentation – Eversource Improving Supply and Reliability to Falmouth and Martha's Vineyard – Ronit Goldstein

Ronit Goldstein, Community Relations Manager, gave a presentation for Eversource.

7. Acting as Trustees of the Falmouth Affordable Housing Fund, Discussion and Vote on amended application from Megansett Crossing, LLC to increase funding award by an additional \$205,500 for a total of \$855,500 for 10 units of affordable rental housing at 676, 688 and 702 North Falmouth Highway and to apply for reimbursement from the Cape Cod Commission affordable housing mitigation account

Michael Galasso, managing member of Megansett Crossing, LLC, stated that the request is for solar for the roof of the affordable housing project. In the future, all projects will be required to be Net Zero, and this request is a move towards that for the project. Even with this request, the project will be at \$80,500 which is under the Town's \$100,000 maximum funding allowance. He suggested a condition of approval that three bids be sought for the solar project.

Mr. Johnson-Staub stated that a recommendation from the Community Preservation Committee spoke against using Falmouth Affordable Housing Funds for this project. The Town Manager conferred with the Cape Cod Commission, and it was determined that this project would likely

not be the best use for Affordable Housing Mitigation Funds. However, if the Town requests the funds for this purpose, it would be allowed. The Falmouth Affordable Housing Fund would make the most sense to use for this item in order to front the funding for the grant.

Mr. Brown expressed concern that the CPC and Affordable Housing Fund voted against this item on principle. The Town Manager is now also recommending against it on principle. Mr. Patterson stated that it is practical to recommend against this, as the funding could instead be used toward additional affordable units. Ms. Taylor agreed with the suggestion to use the funding toward additional units.

**Motion by Ms. Taylor: That the Select Board acting as the Trustees of the Falmouth Affordable Housing Fund vote to deny the application of Megansett Crossing, LLC, for \$205,500 for the installation of rooftop solar panels and further that the Town will not seek funds from the Cape Cod Commission Affordable Housing Mitigation Account for this purpose, and to authorize the Town Manager to sign a letter to execute this vote.**

**Second: Mr. Patterson.**

**Roll Call Vote: Brown – aye; Patterson – aye; Taylor – aye; Scott Price – nay; English Braga – nay; Yes – 3 No – 2**

8. Vote Charge for Sustainable Living for Working Families Taskforce (Article 18 of 06/28/2021 Annual Town Meeting)

**Motion by Ms. English Braga: To approve the charge as presented.**

**Second: Ms. Taylor.**

**Roll Call Vote: Brown – aye; Patterson – aye; Taylor – aye; Scott Price – aye; English Braga – aye; Yes – 5 No – 0**

9. Review and Vote to Approve Minutes of Meetings
  - a. Public Session – July 26, 2021; September 13, 2021

**Motion by Ms. English Braga: To approve the meeting minutes of July 26, 2021, as amended.**

**Second: Mr. Patterson.**

**Roll Call Vote: Brown – aye; Patterson – aye; Taylor – aye; Scott Price – aye; English Braga – aye; Yes – 5 No – 0**

**Motion by Ms. English Braga: To approve the meeting minutes of September 13, 2021, as amended.**

**Second: Ms. Taylor.**

**Roll Call Vote: Brown – abstain; Patterson – abstain; Taylor – aye; Scott Price – aye; English Braga – aye; Yes – 3 No – 0 Abstain - 2**

10. Individual Select Board Members' Reports

- The County is evaluating the process for allocating a portion of the ARPA funds, some of which will be apportioned to towns that apply.

- EDIC held a ribbon cutting for Phase II of the solar array at the landfill.
- EDIC also held public forums to review what the public would like to see for the bus station property redevelopment.

#### 11. Town Manager's Report

None at this time.

#### **ADJOURN**

**Motion by Ms. English Braga: To adjourn at 11:46pm. Second: Mr. Patterson**

**Roll Call Vote: Brown – aye; Patterson – aye; Taylor – aye; Scott Price – aye; English Braga – aye; Yes – 5 No – 0**

Respectfully submitted,  
Kristan Patenaude, Recording Secretary

DRAFT

February 24, 2025

March 10, 2025

**TOWN OF FALMOUTH**  
**SELECT BOARD**  
**OPEN SESSION MINUTES**  
**MONDAY, FEBRUARY 24, 2025 – 5:30 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.*

**Present:** Nancy Robbins Taylor, Chair; Edwin P. (Scott) Zylinski II, Vice Chair; Douglas C. Brown; Robert P. Mascali; Heather M. H. Goldstone

**Others present:** Mike Renshaw, Town Manager; Peter Johnson-Staub, Assistant Town Manager; Maura O’Keefe, Town Counsel

**5:30 p.m. - OPEN SESSION**

**EXECUTIVE SESSION**

1. M.G.L. c. 30A § 21(a)(3) To discuss strategy with respect to litigation (Falmouth Southerly, LLC) where discussion in an open session would have a detrimental effect on the litigating position of the Town.
2. M.G.L. c. 30A § 21(a)(3) To discuss strategy with respect to litigation (PFAS Product Liability Class Action) where discussion in an open session would have a detrimental effect on the litigating position of the Town.

**Motion by Mr. Zylinski: To enter into Executive Session per M.G.L. c. 30A § 21(a)(3) - to discuss strategy with respect to litigation (Falmouth Southerly, LLC) where discussion in an open session would have a detrimental effect on the litigating position of the Town; and to discuss strategy with respect to litigation (PFAS Product Liability Class Action) where discussion in an open session would have a detrimental effect on the litigating position of the Town. Second: Mr. Brown**

**Roll Call Vote: Taylor – aye; Zylinski – aye; Brown– aye; Mascali - aye; Goldstone – aye; Yes – 5 No – 0**

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

Call to Order: By Chair Nancy Robbins Taylor at 6:30 p.m.

Pledge of Allegiance: Led by Select Board

Recognition: None at this time.

Announcements: Ms. Goldstone announced a number of events as Black History Month concludes. She also noted that Farming Falmouth will be screening a movie on Friday and Saturday; there will be a talk regarding the Rights of Nature.

Mr. Brown stated that there will be a Mass Military Civilian Community Council meeting on February 26<sup>th</sup> at 5:30 pm regarding composting.

Public Comment:

Katherine Jansen, Chair of the Bicycle & Pedestrian Committee, acknowledged a number of pedestrians hit by vehicles in Town recently. The Town needs to protect vulnerable road users. The Town has so far resisted safety items such as speed tables for a variety of reasons such as cost, but she asked about the cost of a life or the cost to the Town once word spreads that it is not safe to walk on its streets. It is not the sole responsibility of the DPW, but part of a strategic plan for safety in the Town. She asked the Board to act on public safety starting with its strategic planning process.

**CONSENT AGENDA** – *The Board addressed this agenda item at this time.*

1. Administrative Orders

a. Consider a vote to approve the petition of NSTAR Electric Company d/b/a Eversource Energy and Verizon New England, Inc. for permission to install 1 new JO pole on Ter Heun Drive to be labeled 570/4-5 approximately 80' (feet) west of existing pole 570/4. This pole location is necessary for a new underground cable line from Eversource Station 933.

b. Consider a vote to approve the petition of NSTAR Electric Company d/b/a Eversource Energy to install along Redwing Terrace two (2) new manholes 10114/035 and 10114/045. The installation of the 2 new manholes is to address the faulted section of Direct Buried cable along Pebble Lane and Redwing Terrace and install fault indicators.

c. Consider a vote to approve the petition of NSTAR Electric Company d/b/a Eversource Energy to install on Pebble Lane two (2) new manholes 10114/055 and 10114/065. The installation of the 2 new manholes is to address the faulted section of Direct Buried cable and install fault indicators.

d. Consider a vote to accept a donation in the amount of \$500.00 from Joan Tweedell to the Cultural Council Donation Account for Music at the Table

*e. Consider a vote to accept the Amendment to Water Easement and Drainage Easement at 64 Technology Park Drive from the Falmouth EDIC*

There was a request to consider this item separately.

f. Consider a vote to opt in to Early Voting in Person for the May 20th Annual Town Election

*g. Consider a vote to approve the Solar Rooftop Lease with Solect Energy Development LLC for the Water Treatment Plant (650 Gifford Street)*

Mr. Renshaw noted that this item is proposed to be removed from the agenda and addressed at a later time.

**Motion by Ms. Goldstone: To approve Consent Agenda Items a-d.**

**Second: Mr. Zylinski**                      **Vote: Yes – 5 No – 0**

**Motion by Mr. Brown: To approve Consent Agenda Item f.**

**Second: Mr. Zylinski**                      **Vote: Yes – 5 No – 0**

*e. Consider a vote to accept the Amendment to Water Easement and Drainage Easement at 64 Technology Park Drive from the Falmouth EDIC*

Mr. Mascali abstained from this item.

**Motion by Mr. Zylinski: To approve Consent Agenda Item e, with Mr. Mascali's abstention.**

**Second: Mr. Brown**                      **Vote: Yes – 4 No – 0 Abstain - 1**

#### **MINUTES**

1. Review and Vote to Approve Minutes of Meetings – *The Board addressed this agenda item at this time.*

a. Public Session: October 25, 2021, and February 10, 2025

**Motion by Mr. Brown: To approve the meeting minutes of October 25, 2021, as presented.**

**Second: Ms. Robbins Taylor**                      **Vote: Yes – 2 No – 0 Abstain – 3**

**Motion by Mr. Brown: To approve the meeting minutes of February 10, 2025, as amended.**

**Second: Ms. Goldstone**                      **Vote: Yes – 5 No – 0**

**BUSINESS** – *The Board addressed this agenda item at this time.*

4. Discuss and consider the approval of a letter to the Cape Cod Commission concerning a Conservation Restriction for 41, 59 and 48 Theater Drive and 0 Boxberry Hill Road

Town Counsel O'Keefe explained that this is a request for a large scale ground-mounted solar array to be placed at the Cape Cod Country Club. The Cape Cod Commission would like to hear from the Board regarding placing a conservation restriction on this land. There were some concerns regarding how that restriction would be structured, as the intention is to conserve part of the parcel and save another portion for future municipal purposes. Generally, a lot is subdivided to put in place various restrictions, but doing so on this lot would impact the economic feasibility of the solar array. After some negotiations, it has been determined that different restrictions can be placed on this parcel without having to subdivide it. The Cape Cod Commission is asking for a letter from the Board showing continued support for the project and also acknowledging that the Town has found a way forward to conserve the property for affordable housing and for conservation purposes. The conservation restriction will be in perpetuity. The mechanism to allow for these two restrictions is that there will be detailed plans

delineating the areas of the various restrictions. The parcel will remain as one deeded unit, but clear lines will be shown on a plan and submitted for approval to the Land Court.

The Board noted amendments it would like made to the language of the letter, including additional details such as the exact acreage of the restriction and to modify a clause to read, “the Select Board has been informed and wishes to convey that the Town with the continued support or cooperation of the applicant is confident that the proposed conservation goals can be achieved in a way that will benefit all.”

**Motion by Mr. Brown: To approve the letter, as amended.**  
**Second: Mr. Mascali                      Vote: Yes – 5 No – 0**

**PUBLIC HEARINGS**

1. Fee Hearing – Discuss, consider and vote proposed Recreation Department fee changes for 2025

The Board opened the hearing at 6:54pm.

Julie Williams-Tinkham, Recreation Director, explained that the proposal is to increase the Summer Adventure Program fees. The program has maintained the same fee since at least 2006. The Department has rising operational costs and increasing participant needs. The current fee structure is \$75 per week and \$25 for extended stays. In 2009, the estimated average hourly wage for summer employees was \$10.26 and in 2025 the approximate is \$18.81, or an 86% increase. There are also increasing social-emotional needs of students, and it will be important to make sure that students are getting the support they need. The proposal is to increase fees from \$75 per week to \$100 per week. This would remain less costly than other surrounding communities.

Ms. Robbins-Taylor asked how this increase can be offset for Falmouth families who cannot afford it. Ms. Williams-Tinkham stated that there are scholarships available for each school. Falmouth children are considered first during the enrollment period for the program.

Mr. Mascali asked where the fees for this program go. Mr. Renshaw stated that these fees go into the General Fund and there is already an additional head counselor position proposed in the budget based on the increase in fees.

Ms. Goldstone asked if additional leeway could be considered in increasing the fees higher, in order to allow for additional funding to be available for the scholarships. Ms. Williams-Tinkham stated that the intention was to start the increase at a lower point.

**Motion by Mr. Mascali: To approve the proposed fee adjustments for the 2025 Summer Adventure Program as presented.**  
**Second: Ms. Goldstone                      Vote: Yes – 5 No – 0**

Ms. Williams-Tinkham stated that there is an additional proposal to institute program fees for adult sports programs. Currently, the Department does not charge fees for any adult sports programs. There has been increased participation from non-residents and growing operational

and maintenance costs. Fees would help improve program supplies, deal with maintenance, and manage non-resident use of Town facilities. She presented two proposed fee structures for adult programs. One option is to charge \$30 for resident and \$40 for non-residents per session for 8 weeks. The other option is a punch card system, at \$30.00 for eight punches.

Ms. Goldstone asked if there are scholarships available for adult programs as well, to which Ms. Ms. Williams-Tinkham stated that there are.

There was no public comment at this time.

**Motion by Mr. Mascali: To close the public hearing.**

**Second: Mr. Zylinski**                      **Vote: Yes – 5 No – 0**

**Motion by Mr. Brown: To approve the proposed fee adjustments for the 2025 Adult Sports Programming as presented.**

**Second: Mr. Zylinski**                      **Vote: Yes – 5 No – 0**

**BUSINESS**

1. Discuss and consider a draft charge document and a vote to approve the establishment of a Short-Term Rental Advisory Committee

Mr. Renshaw explained that he provided a brief background of the outstanding efforts of the Planning Board in establishing a short-term rental working group at the January 27<sup>th</sup> meeting. The group started meeting in March of last year and finished their meetings in August of last year. As a result of that work, a draft short-term rental bylaw was presented to the Select Board in anticipation of Town Meeting. The Board opted to indefinitely postpone the proposal due to a consensus that some additional work was needed. The proposal draft mission document calls for a seven-member temporary short-term advisory committee to include one member of the Select Board, one member of the Planning Board, one representative of the Falmouth Police Department, one member of the Board of Health, one licensed realtor, and two residents. He recommended that the Board approve the establishment of a temporary Short-Term Rental Advisory Committee and approve the Committee charge document as presented.

Mr. Mascali expressed concern that the document specifically mentions drafting a general bylaw. He added that the Committee should consider also offering meetings at different times and locations.

Ms. Goldstone stated that it should be clear in the mission that there need to be mechanisms to regulate the behavior of short-term rentals, which is well-encapsulated in the general bylaw, while also addressing the economic and housing impacts of short-term rentals. There may be zoning implications. The language should be left more open than specifying drafting a general bylaw. The Committee should report back to the Board prior to drafting a proposed bylaw.

Mr. Renshaw suggested amending the language to include that the Committee should also consider a zoning bylaw as a potential product of its work.

Mr. Mascali suggested an amendment to the language that the Committee come to the Board with a proposed recommendation that could include possibly a general bylaw or zoning amendment.

**Motion by Mr. Mascali: To approve the Mission Statement with the recommended amendments.**

**Second: Mr. Brown                      Vote: Yes – 5 No – 0**

2. Discuss the Municipal Empowerment Act and consider drafting a letter of support

Ms. Goldstone stated that there are a number of issues addressed in the Municipal Empowerment Act including making permanent the ability of town bodies to meet either in hybrid or virtual format. This proposal is coming up against a deadline in March when the COVID provision is set to end. If this law passes, the Board may also want to consider provisions for additional revenue sources and additional tax exemptions for seniors.

Mr. Mascali stated that he would like a letter of support from the Board to be generally supportive of the Act, as many provisions are included. The Board agreed that the Town Manager should draft a letter indicating general support, while highlighting the couple of items as specifically discussed.

**Motion by Mr. Brown: To send a letter from the Board generally supporting the Municipal Empowerment Act.**

**Second: Mr. Mascali                      Vote: Yes – 5 No – 0**

3. Discuss and consider a vote to send a letter of endorsement to the Executive Office of Housing and Livable Communities (EOHLC) for the affordable housing project at 48 Benjamin Nyes Lane, North Falmouth

Maureen Brown, Director of Land Acquisition for Habitat for Humanity, explained that Habitat for Humanity of Cape Cod is proposing to build 14 new affordable homes on a 7.5 acre parcel of land at 48 Benjamin Nyes Lane in North Falmouth. Habitat for Humanity plans to permit this project through the Massachusetts Chapter 40B and is collaborating with The 300 Committee to execute this project. The intention is to maximize the use of the property for a long term public benefit, conserving 48 acres of land. These homes will be deed restricted at affordable prices determined by the Department of Housing and Urban Development. The homes will be priced between 60%-80% of the area median income (AMI). The homes will be protected in perpetuity as affordable and will be counted on the Town subsidized housing inventory. The Town has requested local preference, allowing 70% of the offerings to go to residents of the Town. The proposed homes will be solar powered and energy efficient. Habitat for Humanity has been awarded \$1.5M from the Falmouth Affordable Housing Funds for land acquisition and construction of these homes. There will be a mix of three bedrooms, two bedrooms, and a four bedroom home. After a couple of neighborhood meetings, the site plans were revised to increase the 30' protective buffer to 45'. The sewer treatment system was pushed to the other side of the street and some of the home sites were adjusted to reduce the amount of excavation of the land.

Jo Ann Muramoto, President of The 300 Committee, explained that, as part of the conditions of the land grant, public access has to be provided to the conservation portion of the parcel. A small parking area is proposed on Quaker Road opposite the proposed affordable housing development. The proposal is for public access to the conservation area from the western side of the parcel and not to direct the public into the affordable housing parcel for privacy reasons. There will be a small trail from the affordable housing development area into the conservation parcel, but this is not intended to be the main public access.

Ms. Brown outlined the proposed timeline for the project, including to hopefully start the infrastructure in March 2026. This will occur in two phases, with seven homes proposed in March and April of 2027 and the rest in August 2028.

There was discussion regarding the proposed level of AMI for this project and the potential for that to change. The Board noted that a change in the proposed level of AMI should be brought back to the Board.

**Motion by Mr. Zylinski: To endorse the LIP application of Habitat for Humanity of Cape Cod to construct 14 single-family homes for homeownership to be deed restricted as affordable at 48 Benjamin Nyes Lane, North Falmouth by sending a letter outlining their approval to the Executive Office of Housing and Livable Communities and by signing the LIP application.**

**Second: Mr. Brown                      Vote: Yes – 5 No – 0**

4. Discuss and consider the approval of a letter to the Cape Cod Commission concerning a Conservation Restriction for 41, 59 and 48 Theater Drive and 0 Boxberry Hill Road

*This item was previously addressed.*

5. Vote article recommendations for the April 2025 Annual Town Meeting

Mr. Renshaw explained that there are eight (8) articles for which the Select Board will submit the formal recommendation to Town Meeting; these recommendations will be printed in the Town Meeting warrant book distributed to all Town Meeting members. The Finance Committee submits recommendations for financial articles, the Planning Board submits recommendations for zoning articles, and the Community Preservation Committee submits recommendations for funding from the Community Preservation fund. The eight articles falling under the purview of the Select Board to be included in the April 2025 Town Meeting warrant are Articles 4, 19, 20, 21, 39, 40, 41, and 42.

The Board reviewed each article.

**Motion by Mr. Goldstone: To approve the April 2025 Annual Town Meeting article recommendations as submitted.**

**Second: Mr. Zylinski                      Vote: Yes – 5 No – 0**

6. Update and discuss non-compliant soils at John Neill baseball fields

Mr. Renshaw provided an update to the Board concerning the discovery of non-compliant soils at the John Neill Baseball Field facility and discussed next steps concerning the work of the consultant Licensed Site Professional (LSP) in the ongoing investigation of the site and future remediation in accordance with the Massachusetts Contingency Plan. The primary focus is the health and safety of the community. During recent construction and installation of lighting at the John Neill Baseball Fields by contractor CDM Smith, unsuitable fill material with glass and metal debris was observed in the soil as a result of excavating some of the lighting foundations and accessories. The removed fill material was stockpiled and covered with plastic. To determine how to properly dispose of this material, the Town retained a Licensed Site Professional (LSP) to inspect and analyze the fill material. The stockpile was inspected with a backhoe and soil samples were collected and submitted to a laboratory for analysis of the Massachusetts Landfill disposal parameters. During the sampling event the material was observed to contain broken glass, bottles and metal. Further investigation into the source of the material was made and records at the Falmouth Historical Society indicate that the area of the Baseball Fields was used to receive household trash and municipal waste in the 1940s and 1950s. Currently there is an ongoing investigation to identify possible compounds or chemicals that may be present in the soil remaining on the ballfields that could present a risk for continued use of the fields. As part of the investigation, 14 soil borings were completed in the fields and samples from the topsoil and underlying material were collected and submitted to a laboratory for analysis of metals, polychlorinated biphenyls (PCBs), Volatile Organic Compounds, and Petroleum Products. Reported concentrations of Lead, Arsenic, Zinc and PCBs were greater than the RCS-1. The exceedances require notification to MassDEP within 120 days. After notification to MassDEP, the former landfill site will be further investigated and managed under the MCP to be eventually closed with a permanent remediation solution. Upon learning of the non-compliant soils, the ball fields were closed to the public in early January and access to the facility was secured. The LSP is currently conducting a geophysical survey of the area in order to delineate the limits of the landfill site, and the results of this survey will be available in early March. Based on the results of the geophysical survey, additional soil borings and monitoring wells are planned to be completed on or about March 11 and March 12. Staff are currently working with the LSP to explore site remediation options, to include rough cost projection estimates for both the full remediation of all three fields and completing the previously planned field and facility improvements. Although the Risk Assessment report recently completed by the LSP indicates that concentrations of lead discovered within two of the three fields do not exceed the Massachusetts Department of Environmental Protection health risk-based soil standard for lead of 200 ppm, a decision to maintain use of two fields while remediating the third is very problematic. Staff's opinion is that remediating all three fields and getting this process underway as soon as possible is the safest option. It is in the public's best interest to shut down all three fields at this time.

It was noted that there are three alternate proposed fields to make up for the closures, these include the Morse Pond field, the JV field at the High School, and a field at the Lawrence School. There will be some improvements and fencing needed for these fields. Town Counsel O'Keefe stated that CPC funds can likely be used for these improvements. Mr. Johnson-Staub noted that the Community Preservation Committee will consider use of these funds. There is also a proposed \$2M article on the warrant to get the project started.

Ms. Goldstone expressed concern regarding where the samples have been taken from thus far. It does not appear that there has been enough testing to allow for information regarding fields 2 and 3. Mr. Renshaw stated that there will likely be more borings completed near field 2. There is importance in getting the remediation underway as soon as possible.

Susan Augusta, member of the School Committee and Precinct 9 Town Meeting Member, stated that it is disturbing that fall ball was allowed to be played last year if any of this information was known prior to that. It is good to hear that the fields have been closed down and that the Town and Schools are working collaboratively to find alternate fields.

It was noted that a requirement for fall ball is field lights. Mr. Brown suggested that the old administration field could be used if netting is put up. Mr. Mascali suggested temporary lighting at one of the alternative fields.

Josh Oliver, Falmouth Youth Baseball (FYB) Board, stated that baseball is a struggling sport. He asked if there is another site in Town that could be considered to start over with a field. Mr. Renshaw stated that the Town Planner has completed an evaluation of Town-owned sites and there does not appear to be one that could be used of the size needed. The cost may be prohibitive.

Robert Brown, Recreation Committee, stated that it might be a great idea to start over on a different site. He stated that he does not believe CPC funds should be used to clean up the site.

Richard Rogers reviewed some approximate numbers with the Board. Since 1980, with three teams in the three divisions and 12 children per team, there would have been 108 kids per year playing in FYB for 45 years, or approximately 4,860 kids exposed to this toxic environment. These numbers do not include parents or siblings that may also have attended, leading to 19,440 Falmouth residents exposed to this toxic environment in the last 45 years. This does not include other teams, umpires, etc. that may also have been involved. Regarding the closure date, the press release of January 27<sup>th</sup>, stated that the Town of Falmouth announced the immediate closure of the John Neill baseball complex. He then emailed Mr. Renshaw to ask when the tests were conducted and was told that the Town's consultant performed the initial soil testing on the site December 20<sup>th</sup> with results provided to the Town on December 24<sup>th</sup>, at which time there was a decision to close the field to the public. If the results came back on Christmas Eve, he asked why the public was not notified till January 27<sup>th</sup>. However, an article in the Cape Cod Times on January 29<sup>th</sup>, noted that Mr. Renshaw stated in November that a consultant was hired to complete the test borings, with the testing done in December. In the same article, Mr. Renshaw stated that he initially called for the fields to be closed at the beginning of January pending consultation with the state on January 15<sup>th</sup>. On the information page for the John Neill field on the Town website, it says it was closed on January 9<sup>th</sup>. There are too many inconsistencies in the dates as provided. In the Enterprise article it was stated that the Town was first alerted to potentially dangerous materials in the soil in September. This could mean the Town knew about the potentially dangerous materials in September and did not test until November or December, allowing the fall ball season to occur and knowingly putting children in harm's way.

Ms. Robbins Taylor stated that she believes Mr. Renshaw closed down the fields as soon as possible once the testing information was revealed. She applauded his efforts.

**TOWN MANAGER'S SUPPLEMENTAL REPORT:**

- Mr. Renshaw updated the Board with regards to the Bad Martha's noise complaints. He reached out to the management of Bad Martha's and has a site visit planned for March 5<sup>th</sup> to review what has been put in place for sound mitigation and future plans to reduce the sound further.
- Mr. Renshaw stated that there were 51 applications for the Coastal Resiliency Specialist position and a first round interviews is tentatively scheduled for the week of March 3<sup>rd</sup>.
- Mr. Renshaw stated that the Town's automated agenda management system is close to launching.
- Mr. Renshaw stated that the comprehensive building condition assessments are moving forward. There should soon be a system which places condition indexes on each of the Town-owned buildings and allows that information to be added into the CIP.

**SELECT BOARD REPORTS**

- Mr. Brown asked if there is a way to reduce the size of the agenda packet.
- Ms. Robbins Taylor stated that there will be a workshop at 9AM on Saturday.

**ADJOURN**

**Motion by Ms. Goldstone: To adjourn at 9:10pm.**

**Second: Mr. Mascali                      Vote: Yes – 5 No - 0**

Respectfully submitted,  
Kristan Patenaude, Recording Secretary