



Town of Falmouth Select Board
Regular Meeting

Monday, May 5, 2025, 6:30 PM
Select Board Meeting Room
Town Hall
59 Town Hall Square, Falmouth, MA 02540

AGENDA

- 1. OPEN SESSION - 6:00 PM**
- 2. EXECUTIVE SESSION - 6:00 PM**
 - a. M.G.L. c. 30A s. 21(a)(3) – To discuss strategy with respect to collective bargaining – Communications Officers - AFSCME Council 93, Unit C
- 3. OPEN SESSION - 6:30 PM**
 - a. Call to Order
 - b. Pledge of Allegiance
 - c. Proclamation
 - 1) Falmouth Chamber of Commerce - 2025 Outstanding Citizen of the Year - Kathy Walrath
 - 2) Town of Falmouth Juneteenth Community Proclamation
 - d. Recognition
 - e. Announcements
 - f. Public Comment
- 4. COMMITTEE INTERVIEWS - 6:35 PM**
 - a. Interview and consider a vote to appoint committee members
 - 1) Conservation Commission: Ronald Bowman
 - 2) Human Services Committee - William Hough
 - 3) Short-Term Rental Advisory Committee: Kara Foley (licensed realtor position)
- 5. PUBLIC HEARINGS - 6:45 PM**
 - a. Consider a vote to approve an application by Megansett Circle, Inc. d/b/a Daily Brew for an All-Alcoholic Beverages Restaurant license to be exercised at 412 North Falmouth Highway, North Falmouth
- 6. BUSINESS - 7:00 PM**
 - a. Update - Cape and Islands District Attorney - Robert J. Galibois (**10 minutes**)

- b. Presentation - Update on Barnstable County's activities/programs - Michael Dutton, County Administrator **(15 minutes)**
- c. Consider a vote to approve a request for a variance to Sign Code §184-25 and 184-26: for the installation of a new sign with an embedded electronic message board sign at the entrance to the Department of Public Works, 416 Gifford Street **(15 minutes)**
- d. Consider a request from Falmouth Art Market for a waiver of the special event permit fee for the Art Market at Marina Park on Thursdays from 6/26/25 - 10/9/25 **(5 minutes)**
- e. Report/presentation of the draft of the Select Board handbook **(20 minutes)**
- f. Discuss the impacts of the proposed MassDevelopment study to examine the feasibility of moving the Cape Cod Gateway Airport to Joint Base Cape Cod **(10 minutes)**

7. CONSENT AGENDA - 8:15 PM

- a. Licenses
 - 1) Consider a vote to approve an application for a Sunday Entertainment License - Buzzards Bay Coalition - MBL, Swope Center, 5 North Street, Woods Hole - Sunday, 10/5/25 - 1:00 p.m. to 5:00 p.m.
- b. Administrative Orders
 - 1) Consider a vote to approve the petition by NSTAR Electric Company d/b/a Eversource Energy and Verizon New England, Inc. for permission to install 2 new JO poles to be labeled 25/41.5 approximately 50' (feet) west of existing pole 25/42 and 25/42.5 approximately 25' (feet) west of existing pole 25/43 and to relocate existing JO pole 25/42 approximately 20' (feet) west of its existing location. These pole locations are necessary to provide electric service to #556 Main Street.
 - 2) Consider a vote to approve a request for variance to Sign Code §184-32 Off-Premises Signs - Buzzards Bay Coalition - Buzzards Bay Watershed Ride event signs in Woods Hole - Sunday, 10/5/25
 - 3) Accept the FY25 Wellness Grant in the amount of \$600.00 from Cape Cod Municipal Health Group to the Human Resources Department grant account
 - 4) Accept the following donations from local businesses to be used as raffle prizes at the annual Health & Benefits Fair:
 - \$100 gift card to the Island Queen
 - Two \$50 gift cards to Crabapples Restaurant
 - Four \$25 gift cards to Jim's Clam Shack
 - Two \$25 gift cards to Ghelfi's Candies
 - Kitchen Faucet from Ferguson
 - 5) Consider a vote to appoint Inspectors of Animals: Scott McGann, Catherine Poquette, Chloe Eressy, Molly Masson
 - 6) Consider a vote to authorize Marine and Environmental Services to file a 2025 Seaport Economic Council Grant Application

8. MINUTES - 8:20 PM

- a. Review and consider a vote to approve minutes of meetings:
Public Sessions - August 22, 2022; August 27, 2022 and April 22, 2025.

9. TOWN MANAGER'S SUPPLEMENTAL REPORT - 8:25 PM

10. SELECT BOARD REPORTS - 8:30 PM

11. ADJOURN - 8:40 PM

Nancy Robbins Taylor, Chair
Select Board

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.



ITEM REPORT

To: Town of Falmouth Select Board

Submitted By: Diane Davidson, Office Manager

Meeting Date: May 5, 2025

Department/Office: Town Manager/Select Board

Item Name: Falmouth Chamber of Commerce - 2025 Outstanding Citizen of the Year - Kathy Walrath

Purpose:

The Select Board will issue a Proclamation recognizing the Falmouth Chamber of Commerce 2025 Outstanding Citizen of the Year- Kathy Walrath

Background/Summary:

- The Falmouth Chamber of Commerce annually acknowledges a citizen of the Town who has made a lasting and positive impact on the community.
- The Chamber recognizes Kathy Walrath as the 2025 Falmouth Chamber of Commerce Outstanding Citizen of the Year.

Recommended Actions:

Department Recommendation:

The Town Manager recommends that the Select Board issue the Proclamation as presented.

Options:

N/A

Town Manager's Comments:

The Town Manager recommends that the Select Board issue the Proclamation as presented.

Budget:

Applicable? (yes or no):

No

Budgeted? (yes or no):

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
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Finance Director's Comments (if applicable):

N/A

Attachments:

1. PROCLAMATION - 2025 CITIZEN OF THE YEAR Kathy Walrath



**FALMOUTH CHAMBER OF COMMERCE
2025 OUTSTANDING CITIZEN OF THE YEAR**

PROCLAMATION

Whereas: **The Falmouth Chamber of Commerce** annually acknowledges and pays tribute to a citizen of the Town of Falmouth who has made a lasting positive impact on the community through participation in a broad scope of activities and whose commitment to the town has been demonstrated by many years of service beyond his or her profession; and

Whereas: **Kathy Walrath** is an exceptional citizen of the Town of Falmouth, Massachusetts and New England, well known to all for her professional accomplishments and widespread contributions to the betterment of society; and

Whereas: **Kathy Walrath** is a model citizen, admired and esteemed for successfully balancing her devotion to family with years of integrity, tireless civic participation and commitment to community progress; and

Whereas: **Kathy Walrath** quietly works to build a better town, to build the physical and moral fiber of our youngsters, to support the active boards and committees so vital to all our interests, to preserve Falmouth open space and to protect the values and rich character of Falmouth Cape Cod; and

Whereas: **Kathy Walrath’s** many accomplishments and contributions, singularly and collectively, are memorialized in the minds of those she has touched and chronicled on the pages of organizations across this town and as she continues to make a difference in the Town of Falmouth, we do herein declare that this citizen is worthy of high praise and great recognition; and

NOW, THEREFORE, WE, Nancy Robbins Taylor, Edwin P. (Scott) Zylinski II, Douglas C. Brown, Robert P. Mascali, Heather M. H. Goldstone, as members of the Select Board of the Town of Falmouth, by the authority vested in us do **PROCLAIM**

**KATHY WALRATH
FALMOUTH’S 2025 OUTSTANDING CITIZEN OF THE YEAR**

IN WITNESS THEREOF, we have hereunto set our hand and caused the great seal of the Town of Falmouth to be affixed.

Nancy Robbins Taylor, Chair

Robert P. Mascali

Edwin P. (Scott) Zylinski II, Vice Chair

Heather M. H. Goldstone

Douglas C. Brown

SELECT BOARD



ITEM REPORT

To: Town of Falmouth Select Board

Submitted By: Susan Lumping, Human Resources Director

Meeting Date: May 5, 2025

Department/Office: Town Manager/Select Board

Item Name: Town of Falmouth Juneteenth Community Proclamation

Purpose:

The Select Board will consider accepting and signing a Juneteenth Community Proclamation.

Background/Summary:

- The Juneteenth Community Celebration Committee requests that the Select Board accept and sign the Juneteenth Community Proclamation as presented to officially recognize Juneteenth National Independence Day and the final liberation of enslaved African Americans.
- If the Proclamation is accepted, the Committee would be honored if a Select Board member would read the Proclamation at the beginning of this year's Juneteenth Celebration at Saint Barnabas Church on June 19, 2025.

Recommended Actions:

Department Recommendation:

The Human Resources Department recommends that the Select Board accept and sign the Juneteenth Community Proclamation.

Options:

Motion to accept and sign the Juneteenth Community Proclamation.

Motion to deny acceptance of the Juneteenth Community Proclamation.

Town Manager's Comments:

The Town Manager recommends that the Select Board accept and sign the Juneteenth

Community Proclamation, as presented.

Budget:

Applicable? (yes or no):

No

Budgeted? (yes or no):

N/A

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
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Finance Director's Comments (if applicable):

Attachments:

1. PROCLAMATION - JUNETEENTH 2025



TOWN OF FALMOUTH, MASSACHUSETTS JUNETEENTH COMMUNITY PROCLAMATION

WHEREAS, Juneteenth, officially recognized as Juneteenth National Independence Day, commemorates June 19, 1865, the historic day when Major General Gordon Granger arrived in Galveston, Texas, and enforced the Emancipation Proclamation, marking the final liberation of enslaved African Americans; and

WHEREAS, Juneteenth symbolizes the resilience, determination, and achievements of African Americans, while serving as a reminder of our nation's complex history and the enduring pursuit of freedom, justice, and equality; and

WHEREAS, the Commonwealth of Massachusetts formally recognizes Juneteenth as a state holiday, and in 2021, the United States designated it as a federal holiday, further acknowledging its profound significance to American history and culture; and

WHEREAS, the Town of Falmouth is committed to fostering racial unity, promoting social justice, and ensuring that the lessons of history contribute to a more welcoming, inclusive and equitable future for all residents; and

WHEREAS, Juneteenth provides an opportunity for education, reflection, and action, allowing the Falmouth community to remember the past, celebrate the contributions of civil rights leaders, and work toward racial reconciliation and justice for all; and

WHEREAS, Falmouth is dedicated to educating its residents about the importance of Juneteenth, including cultural traditions such as the libation ceremony, celebrating both past and present civil rights leaders, and promoting understanding and healing to strengthen racial relationships for future generations;

NOW, THEREFORE, BE IT RESOLVED that the Town of Falmouth does hereby recognize June 19, 2025, as **Juneteenth Independence Day** and encourages all residents, businesses, and community organizations to observe this day with meaningful reflection, education, and community engagement.

IN WITNESS WHEREOF, We, Nancy Robbins Taylor, Edwin P. Zylinski II, Douglas C. Brown, Robert P. Mascali and Heather M. H. Goldstone, as members of the Select Board of the Town of Falmouth, do hereby affix our signatures and seal this 5th day of May, 2025.

Nancy Robbins Taylor, Chair

Robert P. Mascali

Edwin P. Zylinski II, Vice Chair

Heather M. H. Goldstone

Douglas C. Brown

SELECT BOARD



Item: 4.a.1.

ITEM REPORT

To: Town of Falmouth Select Board

Submitted By: Diane Davidson, Office Manager

Meeting Date: May 5, 2025

Department/Office: Town Manager/Select Board

Item Name: Conservation Commission: Ronald Bowman

Purpose:

The Select Board will conduct an interview with Ronald Bowman in order to fill a current alternate member vacancy on the Conservation Commission.

Background/Summary:

- The Conservation Commission consists of 7 members and 3 alternate members.
- The terms on Conservation Commission are three-year terms from July 1 to June 30.
- The applicant, Ronald Bowman, is applying to be appointed to an Alternate Position.
- Mr. Bowman is a licensed building contractor.
- Mr. Bowman works in the construction field and has knowledge about the local environment.
- Mr. Bowman has been living in Falmouth for 56 years.

Recommended Actions:

Department Recommendation:

That the Select Board votes to appoint the applicant, Ronald Bowman, to fill an alternate member vacancy on the Conservation Commission with a term that expires June 30, 2026.

Options:

- Motion to appoint applicant Ronald Bowman to fill an alternate member vacancy on the Conservation Commission with a term that expires on June 30, 2026.
- Motion to deny the appointment of Ronald Bowman to fill an alternate member vacancy on the Conservation Commission.

Town Manager's Comments:

The Town Manager recommends that the Select Board appoint applicant Ronald Bowman to fill an alternate member vacancy on the Conservation Commission with a term that expires on June 30, 2026, as presented.

Budget:

Applicable? (yes or no):

No

Budgeted? (yes or no):

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
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Finance Director's Comments (if applicable): No

N/A

Attachments:

1. Committee Application-2025-Con Com-Bowman_R



**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. Information received will be available to all Town Boards and Officials, although the filling out of this form does not assure appointment. If selected for an interview, you may wish to submit a resume or additional information. This form and a listing of all boards and committees can be found on the Falmouth website: www.falmouthma.gov.

Name: RONALD BOWMAN

Address: 257 PALMER AVE APT B Village: Falmouth ZIP: 02540

Mailing Address: P.O. BOX 4B Village: W. FALMOUTH ZIP: 02574

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident 56^{yes} (date: 3-10-69) / Taxpayer 38^{yes} (date:)

Amount of time you are available to give: 8-10 HOURS

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

1. LOW COM
2. _____
3. _____

Seeking: Permanent Position Alternate Position

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

Relevant affiliation and work and personal experiences: LICENSED BUILDING CONTRACTOR

Town offices held in Falmouth or elsewhere and dates of years served: 0

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

I AM IN THE CONSTRUCTION FIELD. I KNOW ALOT ABOUT THE LOCAL ENVIRONMENT, LIVING IN TOWN FOR 56 YRS. I HAVE A PASSION FOR THE OUTDOORS AND PROTECTING IT.

You may attach a resume to this application.

List three (3) references:

Name	Title	Phone
1. JENNIFER LINCOLN	CONCOM ADMIN.	[REDACTED]
2. ROBERT BOWMAN JR.	PART OWNER RT BOWMAN LLC	[REDACTED]
3. BOB MARSHALL	IRA MARSHALL PLUMBING	[REDACTED]

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

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

3/24/25
DATE

[Signature]
APPLICANT'S SIGNATURE

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



Item: 4.a.2.

ITEM REPORT

To: Town of Falmouth Select Board

Submitted By: Diane Davidson, Office Manager

Meeting Date: May 5, 2025

Department/Office: Town Manager/Select Board

Item Name: Human Services Committee - William Hough

Purpose:

The Select Board will conduct an interview with William Hough in order to fill a current vacancy on the Human Services Committee.

Background/Summary:

- The Human Services Committee consists of 7 members.
- The terms on the Human Services Committee are for three-year terms from July 1 to June 30.
- The Human Services Committee has two positions:
 - One vacancy with a term ending 6/30/2027
 - One unexpired term ending 6/30/2025
- Mr. Hough is the former editor and publisher of Falmouth Enterprise, former board member of Falmouth Service Center, and is a member of Falmouth Prevention Partnership.

Recommended Actions:

Department Recommendation:

That the Select Board vote to appoint applicant William Hough to the Human Services Committee to either fill the vacancy with a term ending 6/30/2027 or to fill the unexpired term ending 6/30/2025.

Options:

- Motion to appoint applicant William Hough to the Human Services Committee to fill the vacancy with a term ending June 30, 2027.
- Motion to appoint applicant William Hough to the Human Services Committee to fill the unexpired term ending June 30, 2025.

- Motion not to appoint applicant William Hough to the Human Services Committee.

Town Manager's Comments:

The Town Manager recommends that the Select Board appoint applicant William Hough to the Human Services Committee to either fill the vacancy with a term ending June 30, 2027 or to fill the unexpired term ending June 30, 2025.

Budget:

Applicable? (yes or no):

No

Budgeted? (yes or no):

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
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Finance Director's Comments (if applicable):

N/A

Attachments:

1. Committee Application-2025-HS-Hough_R



**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. Information received will be available to all Town Boards and Officials, although the filling out of this form does not assure appointment. If selected for an interview, you may wish to submit a resume or additional information. This form and a listing of all boards and committees can be found on the Falmouth website: www.falmouthma.gov.

Name: William Hugh

Address: 94 Elm Rd Village: Falmouth ZIP: 02540

Mailing Address: same Village: _____ ZIP: _____

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident 45 (date: 1980) / Taxpayer 36 (date: 1989)

Amount of time you are available to give: as required

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

1. Falmouth Human Services Committee
2. _____
3. _____

Seeking: Permanent Position Alternate Position

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

Relevant affiliation and work and personal experiences: Former editor and publisher Falmouth Enterprise, board of Falmouth Service Center, member Falmouth Prevention Partnership

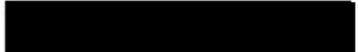
Town offices held in Falmouth or elsewhere and dates of years served: _____

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

Pretty good understanding and knowledge
of town government and the community,
and the community's needs.

You may attach a resume to this application.

List three (3) references:

	<u>Name</u>	<u>Title</u>	<u>Phone</u>
1.	<u>Nell Fields</u>	_____	
2.	<u>Sharon Nunes</u>	_____	
3.	<u>Eileen Miskell</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.

March 21 2025
DATE

William H Hough
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.



Item: 4.a.3.

ITEM REPORT

To: Town of Falmouth Select Board

Submitted By: Diane Davidson, Office Manager

Meeting Date: May 5, 2025

Department/Office: Town Manager/Select Board

Item Name: Short-Term Rental Advisory Committee: Kara Foley (licensed realtor position)

Purpose:

The Select Board will conduct an interview with applicant Kara Foley in order to fill the Licensed Realtor position on the Short-Term Rental Advisory Committee.

Background/Summary:

- The Short-Term Rental Advisory Committee will consist of seven (7) appointed members who shall serve until the committee is dissolved.
- The composition of the committee shall be as follows: one member of the Select Board, one member of the Planning Board, one member of the Board of Health, one licensed realtor, a Falmouth Police Department representative, and two at-large members who are registered voters of the Town of Falmouth.
- Ms. Foley has applied for the one licensed realtor position.
- Ms. Foley served on the original short-term rental working group.
- Kara Foley's family has been in the real estate business in Falmouth for over 50 years with 25 years experience managing short-term rentals.
- Ms. Foley has been in real estate for over 20 years with experience with the short-term rental market.

Recommended Actions:

Department Recommendation:

That the Select Board conduct the interview and consider appointing Kara Foley to the Licensed Realtor position on the Short-Term Rental Advisory Committee.

Options:

- Motion to appoint Kara Foley to the Licensed Realtor position on the Short-Term Rental

Advisory Committee.

- Motion not to appoint Kara Foley to the Licensed Realtor position on the Short-Term Rental Advisory Committee.

Town Manager's Comments:

The Town Manager recommends that the Select Board consider appointing Kara Foley to the Licensed Realtor position on the Short-Term Rental Advisory Committee, as presented.

Budget:

Applicable? (yes or no):

No

Budgeted? (yes or no):

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
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Finance Director's Comments (if applicable):

N/A

Attachments:

1. 1. Comm. Application-2025-STR-Foley_R
2. Short Term Rental Advisory Committee Charge_FINAL



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. Information received will be available to all Town Boards and Officials, although the filling out of this form does not assure appointment. If selected for an interview, you may wish to submit a resume or additional information. This form and a listing of all boards and committees can be found on the Falmouth website: www.falmouthma.gov.

Name: Kara Foley

Address: 75 Philadelphia Street Village: Teaticket ZIP: 02536

Mailing Address: same Village: _____ ZIP: _____

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident 25yrs (date: 2000) / Taxpayer 4yrs (date: 2019)

Amount of time you are available to give: Whatever is necessary

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

1. Short Term Rental Group
2. _____
3. _____

Seeking: Permanent Position Alternate Position

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

Relevant affiliation and work and personal experiences: I served on the original short term rental working group. My family has been in the real estate business in Falmouth for over 50 years with 25 years experience managing short term rentals

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

Briefly describe the particular skills you feel you will add to the committee or board: I have
been in Real Estate for over 20 years and have a lot of
experience with the short term rental market.

You may attach a resume to this application.

List three (3) references:

	<u>Name</u>	<u>Title</u>	<u>Phone</u>
1.	<u>Anthony Lamacchia</u>	<u>Boss</u>	<u>[REDACTED]</u>
2.	<u>Maura Aldrich</u>	<u>Friend</u>	<u>[REDACTED]</u>
3.	<u>Kerry Houde</u>	<u>co-worker</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.

02/26/2025
DATE

Kara Foley  Digitally signed by Kara Foley
Date: 2025.02.26 12:40:20 -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.

SHORT-TERM RENTAL ADVISORY COMMITTEE

Adopted February 24, 2025

A temporary Short-Term Rental 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 will consist of seven (7) appointed members who shall serve until the Committee is dissolved.

The composition of the Committee shall be as follows: one member of the Select Board, one member of the Planning Board, one member of the Board of Health, one licensed realtor, a Falmouth Police Department representative, and two at-large members who are registered voters of the Town of Falmouth. The Select Board, Planning Board and Board of Health shall each select their appointees from among their members, and the remaining members shall be selected and appointed by the Select Board in accordance with Select Board policies. The Board seeks representation from individuals with a background in planning, workforce/affordable housing issues, real estate, and law enforcement services. If a member resigns prior to the dissolution of the Committee, the Select Board may choose to appoint a new member.

The mission of the Committee is to prepare a draft short-term rental general or zoning bylaw for the Select Board and Town Meeting to review and approve. The Committee's work shall include an investigation of how other communities in the Commonwealth, particularly Cape Cod municipalities, are regulating short-term rentals including their impact on sustainable workforce housing and the establishment of enforceable best practice standards and requirements for the operation and occupancy of short-term rentals within the Town of Falmouth. It is the intention of the Board to encourage consistent and steady progress to timely reach this final recommendation, as it is in the Town's interest to facilitate enacting a bylaw to regulate this important matter. To this end, and to provide for additional public dialogue, the Committee shall provide quarterly progress update reports to the Select Board.

The Committee is to convene its meetings at the earliest reasonable time following the Select Board appointment. They are to select a Chair, Vice-Chair and Recording Secretary, will select an agreeable meeting date, time and place and will post all Committee meetings and prepare and approve minutes consistent with the Open Meeting Law. The Committee shall endeavor to schedule its meetings at various times of the day in an effort to facilitate a high level of public participation. The Committee and its members are subject to the Public Records laws and to the Conflict-of-Interest laws.

The Town Manager and Town Counsel or their designees shall serve as staff liaisons to this Committee to provide relevant information and analysis.

The Committee shall be dissolved by the Select Board following the approval by Town Meeting of a short-term rental general bylaw.



Item: 5.a.

ITEM REPORT

To: Town of Falmouth Select Board

Submitted By: Phyllis Downey, Administrative Assistant

Meeting Date: May 5, 2025

Department/Office: Town Manager/Select Board

Item Name: Consider a vote to approve an application by Megansett Circle, Inc. d/b/a Daily Brew for an All-Alcoholic Beverages Restaurant license to be exercised at 412 North Falmouth Highway, North Falmouth

Purpose:

To see if the Select Board will vote to approve an application by Megansett Circle, Inc. d/b/a Daily Brew for an All-Alcoholic Beverages Restaurant License to be exercised at 412 North Falmouth Highway, North Falmouth, MA.

Background/Summary:

- A complete application was received on March 21, 2025.
- The proposed manager, Sarah Hannon, completed a Town background check on March 27, 2025.
- The application was reviewed by the Police, Fire-Rescue, Health Building, and Planning Departments with no objections or issues with the application as presented.
- The Building Commissioner approved Floor Plans #EX 1.0; EX1.1.; and EX1.2.
- Ament & Klauer, LLP published the hearing notice in the April 25, 2025, edition of the Falmouth Enterprise and provided a tear-sheet provided by the newspaper as proof of advertising.
- Ament & Klauer, LLP sent the hearing notice to the immediate abutters to the property plus churches and schools within 500' by Certified Mail and provided a Affidavit of Notice of Mailing to Abutters and Others.

Recommended Actions:

Department Recommendation:

Following the public hearing, the Town Manager recommends that the Select Board approve the application for the All-Alcoholic Beverages Restaurant License- Megansett Circle, Inc. d/b/a Daily Brew to be executed at 412 North Falmouth Highway, North Falmouth as presented.

Options:

- Motion to approve the application for the All-Alcoholic Beverages Restaurant License- Megansett Circle, Inc. d/b/a Daily Brew at 412 North Falmouth Highway as presented.
- Motion to deny the application for the All-Alcoholic Beverages Restaurant License- Megansett Circle, Inc. d/b/a Daily Brew at 412 North Falmouth Highway.

Town Manager's Comments:

Following the public hearing, the Town Manager recommends that the Select Board approve the application for the All-Alcoholic Beverages Restaurant License- Megansett Circle, Inc. d/b/a Daily Brew to be executed at 412 North Falmouth Highway, North Falmouth as presented.

Budget:

Applicable? (yes or no):

No

Budgeted? (yes or no):

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
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Finance Director's Comments (if applicable):

N/A

Attachments:

1. DAILY BREW LIQUOR LICENSE APPLICATION 04.28.25 public
2. DAILY BREW LIQUOR LICENSE APPLICATION -FLOOR PLANS
3. DAILY BREW LIQUOR LICENSE APPLICATION -Affidavit of Notice to Abutters
4. Daily Brew DBA

LIQUOR LICENSE HEARING

Notice is hereby given under Chapter 138 of the General Laws, as amended, that Megansett Circle, Inc. d/b/a Daily Brew has applied for an All Alcoholic Beverages Restaurant License to be exercised at 412 North Falmouth Highway, North Falmouth, MA.

A hearing on the above application will be held in the Select Board Meeting Room, Falmouth Town Hall, on Monday, May 5, 2025, at 6:45 pm.

Comments may be sent to 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



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

RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION
 MONETARY TRANSMITTAL FORM

APPLICATION FOR A NEW LICENSE

APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL LICENSING AUTHORITY.

ECRT CODE: RETA

Please make \$200.00 payment here: [ABCC PAYMENT WEBSITE](#)

PAYMENT MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL AND INCLUDE THE PAYMENT RECEIPT

ABCC LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY)

ENTITY/ LICENSEE NAME

ADDRESS

CITY/TOWN STATE ZIP CODE

For the following transactions (Check all that apply):

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

THE LOCAL LICENSING AUTHORITY MUST SUBMIT THIS APPLICATION ONCE APPROVED VIA THE ePLACE PORTAL:

Alcoholic Beverages Control Commission
 95 Fourth Street, Suite 3
 Chelsea, MA 02150-2358



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

APPLICATION FOR A NEW LICENSE

Municipality

1. LICENSE CLASSIFICATION INFORMATION

ON/OFF-PREMISES	TYPE	CATEGORY	CLASS
<input type="text" value="On-Premises"/>	<input type="text" value="§12 Restaurant"/>	<input type="text" value="All Alcoholic Beverages"/>	<input type="text" value="Annual"/>

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.

Applicant seeks a liquor license for a restaurant and coffee shop. In addition, the applicant intends to have space available for live musical performances.

Is this license application pursuant to special legislation? Yes No Chapter Acts of

2. BUSINESS ENTITY INFORMATION

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

Entity Name FEIN:

DBA Manager of Record

Street Address

Phone: Email:

Alternative Phone: Website:

3. 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. You must also submit a floor plan.

1.5 story structure with attached train caboose. Basement floor (4,437 s.f.) for storage, First Floor (6,112 s.f.) with eight entrances/exits (two in caboose, two to kitchen, two main entrances and two rear entrances to dining area), second floor (1,133 s.f.) for storage.

Total Square Footage: Number of Entrances: Seating Capacity:

Number of Floors: Number of Exits: Occupancy Number:

4. APPLICATION CONTACT

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

Name: Phone:

Title: Email:

APPLICATION FOR A NEW LICENSE

5. CORPORATE STRUCTURE

Entity Legal Structure	<input type="text" value="Corporation"/>	Date of Incorporation	<input type="text" value="December 31, 2012"/>
State of Incorporation	<input type="text" value="Massachusetts"/>	Is the Corporation publicly traded?	<input type="radio"/> Yes <input checked="" type="radio"/> No

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, 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.

Name of Principal	Residential Address	SSN	DOB
<input type="text" value="Kathryn A. Hickey"/>	<input type="text" value="337 Old Main Road"/>	<input type="text"/>	<input type="text"/>
Title and or Position	Percentage of Ownership	Director/ LLC Manager	
<input type="text" value="President, Treasurer, Secretary, Director"/>	<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

Name of Principal	Residential Address	SSN	DOB
<input type="text" value="John H. Hickey"/>	<input type="text" value="337 Old Main Road"/>	<input type="text"/>	<input type="text"/>
Title and or Position	Percentage of Ownership	Director/ LLC Manager	
<input type="text" value="Director"/>	<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

Name of Principal	Residential Address	SSN	DOB
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen
<input type="text"/>	<input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
			MA Resident
			<input type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen
<input type="text"/>	<input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
			MA Resident
			<input type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen
<input type="text"/>	<input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
			MA Resident
			<input type="radio"/> Yes <input type="radio"/> No

Additional pages attached? Yes No

CRIMINAL HISTORY
 Has any individual listed in question 6, and applicable attachments, ever been convicted of a State, Federal or Military Crime? If yes, attach an affidavit providing the details of any and all convictions. Yes No

APPLICATION FOR A NEW LICENSE

6A. INTEREST IN AN ALCOHOLIC BEVERAGES LICENSE

Does any individual or entity identified in question 6, and applicable attachments, have any direct or indirect, beneficial or financial interest in any other license to sell alcoholic beverages? Yes No If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Name	License Type	License Name	Municipality

6B. PREVIOUSLY HELD INTEREST IN AN ALCOHOLIC BEVERAGES LICENSE

Has any individual or entity identified in question 6, and applicable attachments, ever held a direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages, which is not presently held? Yes No If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Name	License Type	License Name	Municipality

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 If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

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

7. 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

Landlord Phone

Landlord Email

Landlord Address

Lease Beginning Date

Rent per Month

Lease Ending Date

Rent per Year

Will the Landlord receive revenue based on percentage of alcohol sales?

Yes No

APPLICATION FOR A NEW LICENSE

8. FINANCIAL DISCLOSURE

A. Purchase Price for Real Estate	[REDACTED]
B. Purchase Price for Business Assets	[REDACTED]
C. Other * (Please specify below)	[REDACTED]
D. Total Cost	[REDACTED]

*Other Cost(s): (i.e. Costs associated with License Transaction including but not limited to: Property price, Business Assets, renovations costs, Construction costs, Initial Start-up costs, Inventory costs, or specify other costs):"

SOURCE OF CASH CONTRIBUTION

Please provide documentation of available funds. (E.g. Bank or other Financial institution Statements, Bank Letter, etc.)

Name of Contributor	Amount of Contribution
Kathryn A. Hickey	[REDACTED]
	[REDACTED]
	[REDACTED]
Total:	[REDACTED]

SOURCE OF FINANCING

Please provide signed financing documentation.

Name of Lender	Amount	Type of Financing	Is the lender a licensee pursuant to M.G.L. Ch. 138,
Rockland Trust Co.	[REDACTED]	Purchase Money Mortgage - real estate	<input type="radio"/> Yes <input checked="" type="radio"/> No
Rockland Trust Co.	[REDACTED]	Bridge Loan	<input type="radio"/> Yes <input checked="" type="radio"/> No
Samuel A. Lorusso	[REDACTED]	Personal Loan	<input type="radio"/> Yes <input checked="" type="radio"/> No
			<input type="radio"/> Yes <input type="radio"/> No

FINANCIAL INFORMATION

Provide a detailed explanation of the form(s) and source(s) of funding for the cost identified above.

Applicant is obtaining institutional financing from Rockland Trust in the amount of \$1,575,000 and has obtained a personal loan from Samuel A. Lorusso in the amount of \$650,000.

9. PLEDGE INFORMATION

Please provide signed pledge documentation.
 Are you seeking approval for a pledge? Yes No

Please indicate what you are seeking to pledge (check all that apply) License Stock Inventory

To whom is the pledge being made?

APPLICANT'S STATEMENT

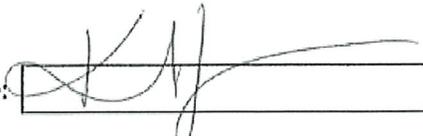
I, Kathryn A. Hickey the: sole proprietor; partner; corporate principal; LLC/LLP manager
Authorized Signatory

of Megansett Circle, Inc.
Name of the Entity/Corporation

hereby submit this application (hereinafter the "Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (the "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

I do hereby declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application, and as such affirm that all statements and representations therein are true to the best of my knowledge and belief. I further submit the following to be true and accurate:

- (1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;
- (2) I state that the location and description of the proposed licensed premises are in compliance with state and local laws and regulations;
- (3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;
- (4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the ownership as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;
- (5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;
- (6) I understand that all statements and representations made become conditions of the license;
- (7) I understand that any physical alterations to or changes to the size of the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;
- (8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and
- (9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.
- (10) I confirm that the applicant corporation and each individual listed in the ownership section of the application is in good standing with the Massachusetts Department of Revenue and has complied with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting of child support.

Signature:  _____

Date: 3/4/25

Title: President & Treasurer

ENTITY VOTE

The Board of Directors or LLC Managers of Meganeett Circle, Inc.
Entity Name
duly voted to apply to the Licensing Authority of Falmouth and the
City/Town
Commonwealth of Massachusetts Alcoholic Beverages Control Commission on 3/4/25
Date of Meeting

For the following transactions (Check all that apply):

- | | | | |
|--|---|--|---|
| <input checked="" type="checkbox"/> New License | <input type="checkbox"/> Change of Location | <input type="checkbox"/> Change of Class (i.e. Annual / Seasonal) | <input type="checkbox"/> Change Corporate Structure (i.e. Corp / LLC) |
| <input type="checkbox"/> Transfer of License | <input type="checkbox"/> Alteration of Licensed Premises | <input type="checkbox"/> Change of License Type (i.e. club / restaurant) | <input checked="" type="checkbox"/> Pledge of Collateral (i.e. License/Stock) |
| <input type="checkbox"/> Change of Manager | <input type="checkbox"/> Change Corporate Name | <input type="checkbox"/> Change of Category (i.e. All Alcohol/Wine, Still) | <input type="checkbox"/> Management/Operating Agreement |
| <input type="checkbox"/> Change of Officers/
Directors/LLC Managers | <input type="checkbox"/> Change of Ownership Interest
(LLC Members/ LLP Partners,
Trustees) | <input type="checkbox"/> Issuance/Transfer of Stock/New Stockholder | <input type="checkbox"/> Change of Hours |
| | | <input type="checkbox"/> Other <u> </u> | <input type="checkbox"/> Change of DDA |

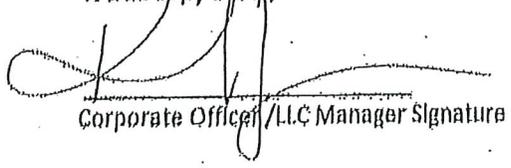
"VOTED: To authorize Kathryn A. Hickey
Name of Person

to sign the application submitted and to execute on the Entity's behalf, any necessary papers and do all things required to have the application granted."

"VOTED: To appoint Sarah L. Hannon
Name of Liquor License Manager

as its manager of record, and hereby grant him or her with full authority and control of the premises described in the license and authority and control of the conduct of all business therein as the licensee itself could in any way have and exercise if it were a natural person residing in the Commonwealth of Massachusetts."

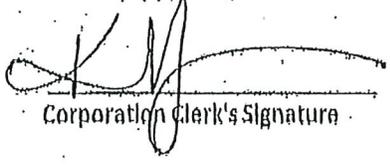
A true copy attest,


Corporate Officer/LLC Manager Signature

(Print Name)

For Corporations ONLY

A true copy attest,


Corporation Clerk's Signature

(Print Name)

10. MANAGER APPLICATION

A. MANAGER INFORMATION

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

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
01/2012	Present	Manager	Megansett Crele, Inc.	Kathryn Hickey
2/2014	10/2014	Exec. Ass. student	Ana Jacques Hospital	Richard McKi
5/2017	6/2018	Exec. Assistant	BIDMC	Deborah Curran

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

Articles of Amendment

(General Laws, Chapter 156D, Section 10.06; 950 CMR 113.34)

Minimum Filing Fee:
\$100.00

Identification Number: 204612875

1. Exact name of the corporation: MEGANSET CIRCLE, INC.

These Articles of Amendment affecting article(s):
Article 1;
(Specify the number(s) of articles being amended(I-VI))

of the Articles of Organization were duly adopted at a meeting held on 01/31/2025
Approved by:
 the board of directors and the shareholders in the manner required by law and the articles of organization

ARTICLE I
The exact name of the corporation, as amended, is:
(Do not state Article I if it has not been amended.)
MEGANSETT CIRCLE, INC.

ARTICLE II
The purpose of the corporation, as amended, is to engage in the following business activities:
(Do not state Article II if it has not been amended.)

ARTICLE IV
If more than one class of stock is authorized, state a distinguishing designation for each class, if amended. Prior to the issuance of any shares of a class, if shares of another class are outstanding, the corporation must provide a description of the preferences, voting powers, qualifications, and special or relative rights or privileges of that class and of each other class of which shares are outstanding and of each series then established within any class
(Do not state Article IV if it has not been amended.)

ARTICLE V

As amended, the restrictions imposed by the articles of organization upon the transfer of shares of stock of any class are:

(Do not state Article V if it has not been amended.)

ARTICLE VI

As amended, other lawful provisions for the conduct and regulation of the business and affairs of the business entity, for its voluntary dissolution, or for limiting, defining, or regulating the powers of the business entity, or of its directors or stockholders, or of any class of stockholders:

(Do not state Article VI if it has not been amended.)

The amendment shall be 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 and time of filing is specified:

Later Effective Date (mm/dd/yyyy):

Time (HH:MM)

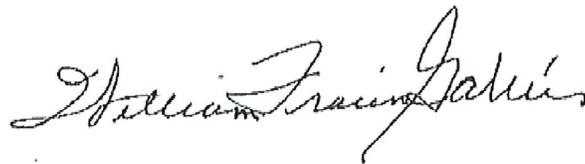
Signed by KATHRYN A. HICKEY , its PRESIDENT

on this 31 Day of January, 2025

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 31, 2025 02:52 PM

A handwritten signature in cursive script that reads "William Francis Galvin".

WILLIAM FRANCIS GALVIN

Secretary of the Commonwealth



**The Commonwealth of Massachusetts
William Francis Galvin**

Minimum Fee: \$250.00

Secretary of the Commonwealth, Corporations Division
One Ashburton Place, 17th floor
Boston, MA 02108-1512
Telephone: (617) 727-9640

Articles of Organization

(General Laws, Chapter 156D, Section 2.02| 960 CMR 113.10)

Federal Employer Identification Number: 204612875 (must be 9 digits)

ARTICLE I

The exact name of the corporation is:

MEGANSET CIRCLE, INC.

ARTICLE II

Unless the articles of organization otherwise provide, all corporations formed pursuant to G.L. C156D have the purpose of engaging in any lawful business. Please specify if you want a more limited purpose:

ARTICLE III

State the total number of shares and par value, if any, of each class of stock that the corporation is authorized to issue. All corporations must authorize stock. If only one class or series is authorized, it is not necessary to specify any particular designation.

Class of Stock	Par Value Per Share Enter 0 if no Par	Total Authorized by Articles of Organization or Amendments		Total Issued and Outstanding Num of Shares
		Num of Shares	Total Par Value	
CNP	\$0.00000	200,000	\$0.00	0

G.L. C156D eliminates the concept of par value, however a corporation may specify par value in Article III. See G.L. C156D Section 6.21 and the comments thereto.

ARTICLE IV

If more than one class of stock is authorized, state a distinguishing designation for each class. Prior to the issuance of any shares of a class, if shares of another class are outstanding, the Business Entity must provide a description of the preferences, voting powers, qualifications, and special or relative rights or privileges of that class and of each other class of which shares are outstanding and of each series then established within any class.

ARTICLE V

The restrictions, if any, imposed by the Articles of Organization upon the transfer of shares of stock of any class are:

ARTICLE VI

Other lawful provisions, and if there are no provisions, this article may be left blank.

Note: The preceding six (6) articles are considered to be permanent and may be changed only by filing appropriate articles of amendment.

ARTICLE VII

The effective date of organization and time the articles were received for filing if the articles are not rejected within the time prescribed by law. If a *later* effective date is desired, specify such date, which may not be later than the 90th day after the articles are received for filing.

Later Effective Date: Time:

ARTICLE VIII

The information contained in Article VIII is not a permanent part of the Articles of Organization.

a,b. The street address of the initial registered office of the corporation in the commonwealth and the name of the initial registered agent at the registered office:

Name: KATHRYN A. HICKEY
 No. and Street: 8 SPINNAKER LANE
 City or Town: POCASSET State: MA Zip: 02559 Country: USA

c. The names and street addresses of the individuals who will serve as the initial directors, president, treasurer and secretary of the corporation (an address need not be specified if the business address of the officer or director is the same as the principal office location):

Title	Individual Name First, Middle, Last, Suffix	Address (no PO Box) Address, City or Town, State, Zip Code
PRESIDENT	KATHRYN A. HICKEY	8 SPINNAKER LANE POCASSET, MA 02559 USA
TREASURER	KATHRYN A. HICKEY	8 SPINNAKER LANE POCASSET, MA 02559 USA
SECRETARY	KATHRYN A. HICKEY	8 SPINNAKER LANE POCASSET, MA 02559 USA
DIRECTOR	KATHRYN A. HICKEY	8 SPINNAKER LANE POCASSET, MA 02559 USA
DIRECTOR	JOHN H. HICKEY JR.	8 SPINNAKER LANE POCASSET, MA 02559 USA

d. The fiscal year end (i.e., tax year) of the corporation:
 December

e. A brief description of the type of business in which the corporation intends to engage:

RESTAURANT SERVICES

f. The street address (*post office boxes are not acceptable*) of the principal office of the corporation:

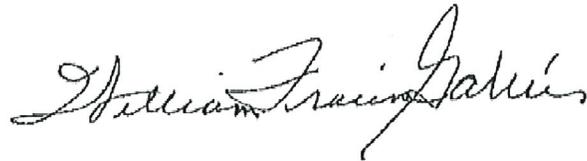
No. and Street: 8 SPINNAKER LANE
 City or Town: POCASSET State: MA Zip: 02559 Country: USA

g. Street address where the records of the corporation required to be kept in the Commonwealth are

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:

December 31, 2012 03:23 PM

A handwritten signature in cursive script that reads "William Francis Galvin". The signature is written in dark ink and is centered on the page.

WILLIAM FRANCIS GALVIN

Secretary of the Commonwealth

LETTER OF CREDIT AND GOOD STANDING

Date: March 7th, 2025

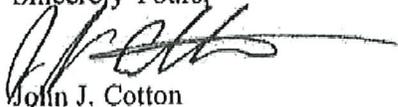
Applicant	
Megansett Circle Inc. 337 Old Main Road North Falmouth, MA 02556	Doing Business as: The Daily Brew 1370 MA-28A Cataumet, MA 02534

Reference:

Ladies and Gentlemen:

As an officer of the bank please except this letter of credit and good standing for Kathryn and John Hickey of Megansett Circle Inc. They have adequate funds available and are in good standing. If you should have any questions please don't hesitate to contact me.

Sincerely Yours,



John J. Cotton
Vice President Commercial Lending
Rockland Trust Company
765 Main Street
Hyannis, MA 02601



Where Each Relationship Matters

January 28, 2025

Kathryn A. Hickey, Manager
John H. Hickey, Manager
Megansett Stable, LLC
337 Old Main Road
North Falmouth, MA 02556

Re: 412 North Falmouth HWY, North Falmouth, MA 02556 (the "Property")

Dear John and Kathy:

We are pleased to inform you that Rockland Trust Company (the "Bank") has approved your application for a \$100,000 secured loan, subject to the following terms and conditions:

BORROWER. The Borrower will be Megansett Stable, LLC.

RELATIONSHIP to SBA FINANCING. This loan commitment is conditioned upon, and is not binding upon the Bank until and unless the United States Small Business Administration approves an SBA 504 Loan. The Bank has no control over the interest rate for the SBA's 504 Loan, and makes no representation as to what the interest rate will be. Such SBA approval must be in writing received by the Bank and on terms satisfactory to the Bank.

USE OF LOAN. The proceeds of the loan will be used solely for the purchase of the property located at 412 North Falmouth HWY, North Falmouth, MA 02556.

AMOUNT. The amount of the loan will be \$100,000.

CLOSING DATE. The closing of the loan must occur no later than March 28th, 2025. If the loan does not close on or before such date, this commitment shall terminate without any further action by Bank. If the Bank in its sole discretion determines to renew its commitment, such renewal may include changes in the terms and conditions stated herein, including but not limited to, the interest rate of the loan.

MATURITY DATE. Provided that repayment of the loan has not been required at an earlier date by default or otherwise, all remaining unpaid principal of the loan, together with accrued and unpaid interest, will be due and payable on the date that is 6 Months from the Closing Date ("Maturity Date").

INTEREST RATE. The rate of interest published in the Wall Street Journal as the so-called National "Prime Rate" (the "Index"), plus 1.00% per annum, or if no such rate is published, an equivalent rate published by another financial publication of national standing as determined by the Bank. Changes in the Index shall take effect on the effective date of any change in the "Prime Rate".

The interest rate on this loan will include a preferred interest rate reduction of .50%, which requires Borrower maintain automatic debit payments from a checking or savings account at the Bank ("Auto Debit"). In the event Borrower does not maintain Auto Debit, the preferred interest rate reduction will terminate. As a result of said termination, the rate of interest otherwise applicable shall increase by .50%, and Borrower's monthly payment amount shall be subject to adjustment in accordance with the increased interest rate.

INTEREST AFTER DEFAULT. If an event of default (as will be defined in the loan documents) shall occur, the rate of interest will be increased to a per annum rate equal to the aggregate of (a) the interest rate which would otherwise be applicable in the absence of default plus (b) six (6%) percent. However, under no circumstances will the interest rate exceed the maximum interest rate limitations under applicable law.



Where Each Relationship Matters

January 29, 2025

Kathryn A. Hickey, Manager
John H. Hickey, Manager
Megansett Stable, LLC
337 Old Main Road
North Falmouth, MA 02556

Re: 412 North Falmouth HWY, North Falmouth, MA 02556 (the "Property")

Dear John and Kathy:

We are pleased to inform you that Rockland Trust Company (the "Bank") has approved your application for a secured loan, subject to the following terms and conditions:

BORROWER. The Borrower will be Megansett Stable, LLC.

RELATIONSHIP to SBA FINANCING. This loan commitment is conditioned upon, and is not binding upon the Bank until and unless the United States Small Business Administration approves an SBA 504 Loan. The Bank has no control over the interest rate for the SBA's 504 Loan, and makes no representation as to what the interest rate will be. Such SBA approval must be in writing received by the Bank and on terms satisfactory to the Bank.

USE OF LOAN. The proceeds of the loan will be used solely for the purchase of the property located at 412 North Falmouth HWY, North Falmouth, MA 02556.

AMOUNT. The amount of the loan will be \$

CLOSING DATE. The closing of the loan must occur no later than March 28th, 2025. If the loan does not close on or before such date, this commitment shall terminate without any further action by Bank. If the Bank in its sole discretion determines to renew its commitment, such renewal may include changes in the terms and conditions stated herein, including but not limited to, the interest rate of the loan.

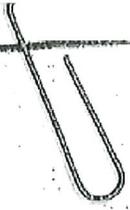
MATURITY DATE. Provided that repayment of the loan has not been required at an earlier date by default or otherwise, all remaining unpaid principal of the loan, together with accrued and unpaid interest, will be due and payable on the date that is 10 years from the Closing Date ("Maturity Date").

INTEREST RATE. The principal amount of the loan outstanding from time to time will bear interest at an initial rate of 6.99% per annum for the first 60 months of the loan after which the rate will be adjusted to the rate listed by the Federal Home Loan Bank of Boston (FHLBB) as the so-called Five (5) Year "Classic Advance Rate" which is utilized by the Bank in its commercial lending activities on each adjustment date (the "Index") plus 2.50% per annum. Definitive loan documents will provide for an alternative rate if the FHLBB Index is not available or cannot be determined.

However, under no circumstances shall the rate of interest payable on the loan be less than 6.75% per annum.

The interest rate on this loan will include a preferred interest rate reduction of .50%, which requires Borrower maintain automatic debit payments from a checking or savings account at the Bank ("Auto Debit"). In the event Borrower does not maintain Auto Debit, the preferred interest rate reduction will terminate. As a result of said termination, the rate of interest otherwise applicable shall increase by .50%, and Borrower's monthly payment amount shall be subject to adjustment in accordance with the increased interest rate.

Rev. 05.03.2024



LOAN AGREEMENT

I. THE PARTIES. This Loan Agreement ("Agreement") made this February 1 2025 is between:

2 individuals known as John Hickey of 337 Old Main Rd, North Palmouth, Massachusetts, 02556 and Kathy Hickey ("Borrower")

and

1 individual known as Samuel A Lorusso of Massachusetts ("Lender").

Borrower agrees to pay Lender the sum of: [REDACTED] Dollars, referred to as the "Borrowed Money", with interest accruing on the unpaid balance at a rate of 6.25 percent (%) per annum, referred to as the "Interest Rate".

II. PAYMENTS. The full balance of this Agreement, including any accrued interest and late fees, is due and payable on October 1 2050, referred to as the "Due Date". The Lender shall be repaid in monthly installments on the 1st of every month beginning on October 1 2025. The monthly payments shall be [REDACTED] for a period of 300 months.

III. SECURITY. The loan is secured.

The Borrower agrees to provide the following asset to secure the loan: The Lender acknowledges and agrees that this loan is subordinate to the liens held by Rockland Trust and any subsequent liens explicitly agreed to by the Lender. The Lender's rights to repayment and enforcement shall not interfere with the rights of the primary lienholder(s). The asset, referred to as the "Security", shall transfer to the possession and ownership of the Lender immediately if this Agreement should be in default. The Security may not be sold or transferred without the Lender's consent during the course of this Agreement. If the Borrower breaches this provision, the Lender may declare all sums due under this Agreement immediately due and payable, unless prohibited by applicable law.

STANDARD FORM COMMERCIAL LEASE

1. PARTIES:

Megansett Stable, LLC Lessor, which expression shall include its heirs, successors, and assigns where the context so admits, does hereby lease to Meganset Circle, Inc. Lessee, which expression shall include its successors, executors, administrators and assigns where the context so admits, and the Lessee hereby leases the following described premises:

2. PREMISES:

412 North Falmouth Highway, North Falmouth, MA 02556, together with the right to use in common, with others entitled thereto, the common areas of the building, if any, including, parking areas, the hallways, stairways, and any areas necessary for access to said leased Premises.

3. TERM:

The term of this lease shall be for ten (10) years commencing on March 1, 2024 and ending on February 28, 2034.

4. RENT:

The Lessee shall pay to the Lessor rent at the rate of \$ [REDACTED] 0 dollars per year, payable in advance in monthly installments of \$ [REDACTED]

5. OPTION TERM: - N/A

6. ADDITIONAL RENT - REAL ESTATE TAXES:

As additional rent hereunder, the Lessee shall pay the Lessor when and as designated by notice in writing by Lessor all of the real estate taxes on the land and building which comprise the leased premises in each year of the term of this Lease or any extension or renewal thereof and proportionately for any part of a fiscal year. If the Lessor obtains, an abatement of any such excess real estate tax, a proportionate share of such abatement, less the reasonable fees and costs incurred in obtaining the same, if any, shall be refunded to the Lessee.

7. ADDITIONAL RENT - INSURANCE:

At all times during the term of this Lease, the Lessor will carry and maintain fire and extended insurance covering the building of which the leased premises are a part and public liability and property damage insurance in such amounts as the Lessor determines



Complete prior to applying for:
New Liquor License
Transfer of Liquor License
Alteration of Premises
Annual Entertainment/Sunday Entertainment License

APPLICANT: Megansett Circle, Inc.

ADDRESS: 412 North Falmouth Highway, North Falmouth, MA

LICENSE APPLIED FOR: New Liquor License

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

- a. A Floor Plan completed and stamped by an *Engineer or Architect* to the Building Commissioner's office. The Plan must include all seating, parking, and the occupancy load calculation.
- b. For outdoor seating, submit a plot plan or site plan completed by a *Certified Land Surveyor*.

NOTES: _____

Building Commissioner: X 

DATE: 3-20-25

EX1.1

SCALE: As indicated

PROJECT NO. 2020025-031231

DATE: 20 MARCH 2025

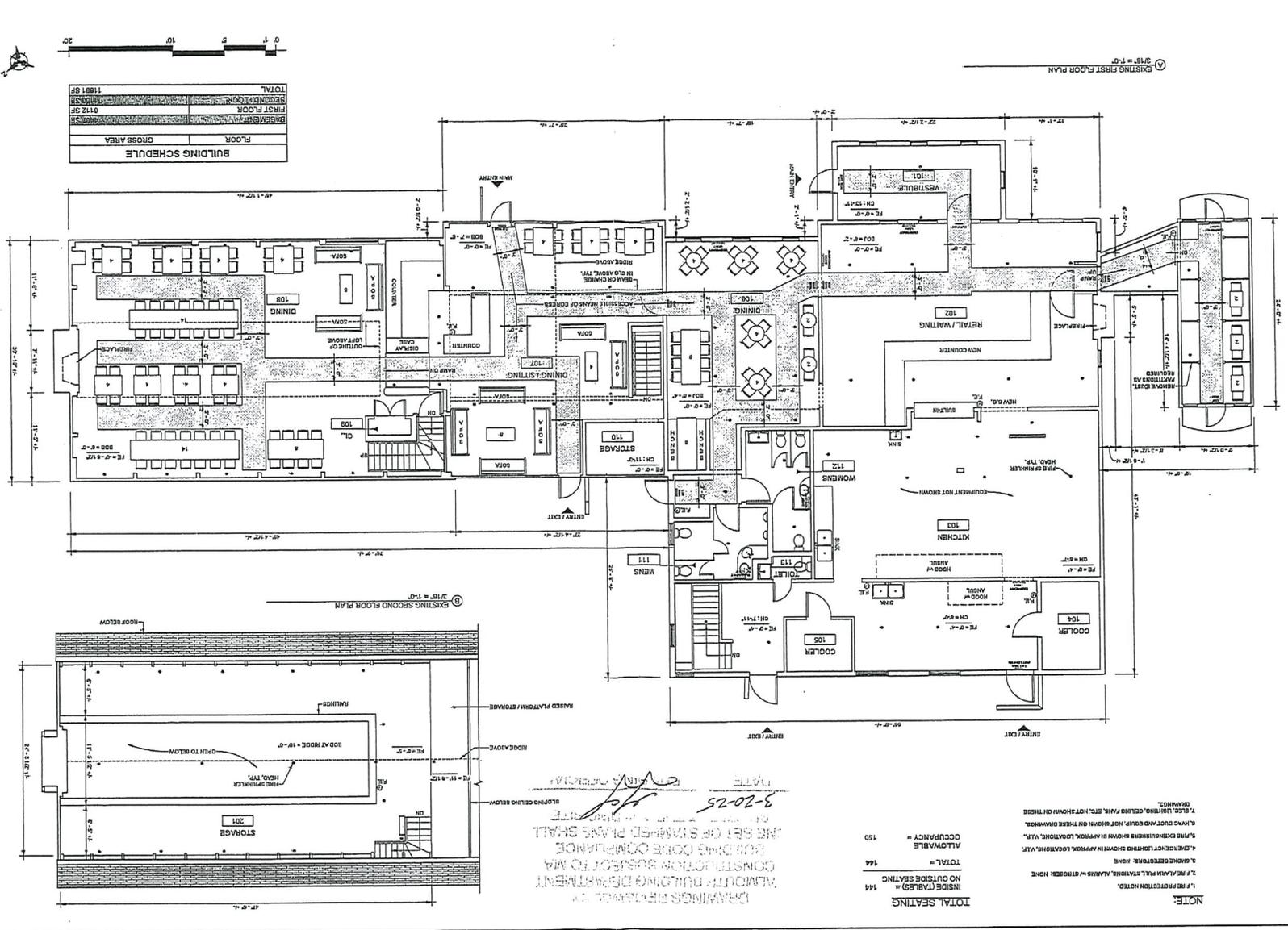
REVISIONS:

NO.	DESCRIPTION	DATE

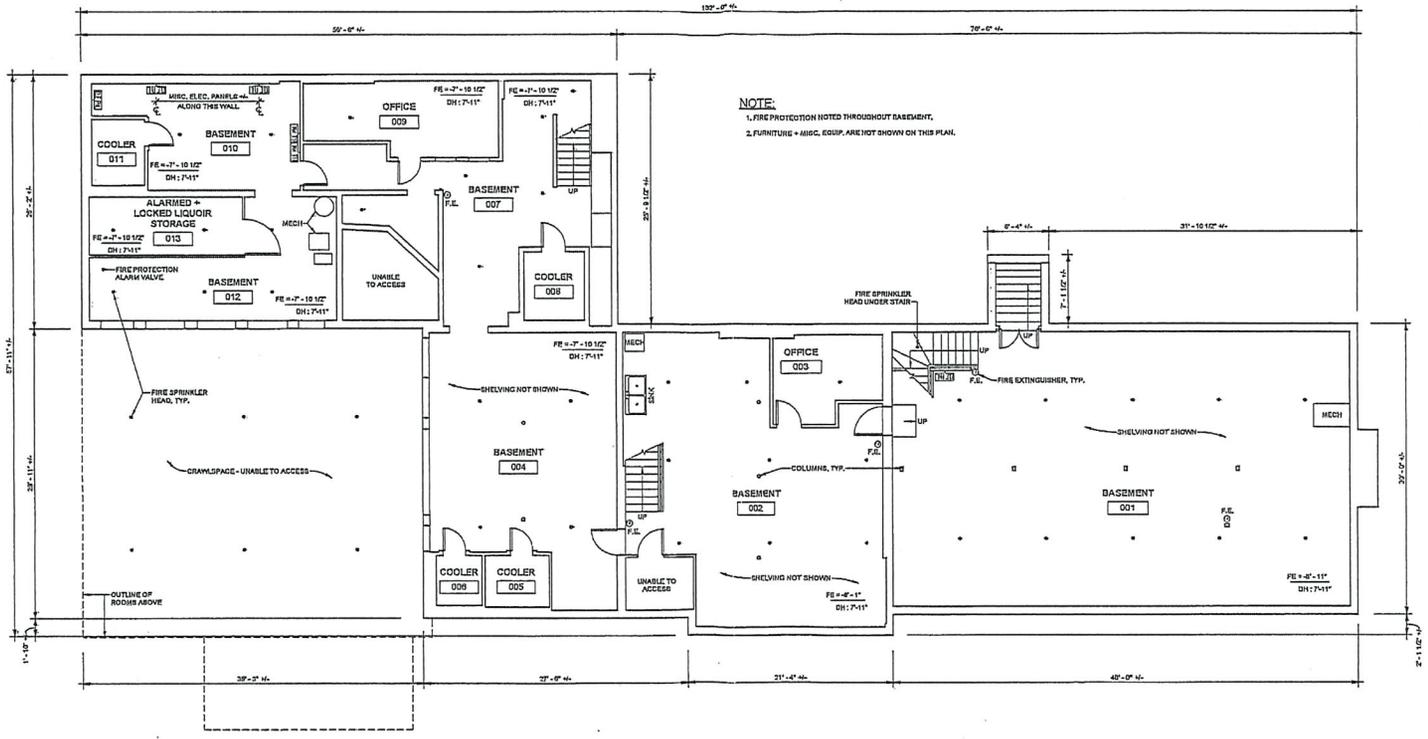
EXISTING CONDITIONS:
DAILY BREW COFFEE HOUSE
 422 North Falmouth Highway
 North Falmouth, MA

EXISTING FLOOR PLANS
 FOR
[Handwritten Signature]

KEENAN + KENNY ARCHITECTS, LTD.
 Falmouth Massachusetts 01949
 508-444-9300 TEL: 508-444-9300 FAX: 508-444-9300
 www.keenan-kenny.com



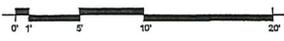
ALMOUTH FIRE DEPARTMENT
 LOW VOLTAGE SUBSTATION MAINTENANCE
 BUILDING CODE COMPLIANCE
 THE SET OF STAMPED PLANS SHALL
 BE USED AS THE BUILDING CODE
 DATE: 3-20-25
 (Signature)
 DATE: 3-20-25



NOTE:
 1. FIRE PROTECTION NOTED THROUGHOUT BASEMENT.
 2. FURNITURE + MISC. EQUIP. ARE NOT SHOWN ON THIS PLAN.

A EXISTING BASEMENT FLOOR PLAN
 3/16" = 1'-0"

BUILDING SCHEDULE	
FLOOR	GROSS AREA
FIRST FLOOR	0112 SF
SECOND FLOOR	0000 SF
TOTAL	11081 SF



DATE: 20 MARCH 2025

REVISIONS

NO.	DATE	DESCRIPTION

KEERHAN + KENNY ARCHITECTS, LTD.
 548 W. 14th Street, Suite 200
 North Palm Beach, FL 33461
 www.keerhan-kenny.com

EXISTING CONDITIONS:
 DAILY BREW COFFEE HOUSE
 411 North Palm Beach Highway
 North Palm Beach, FL

EXISTING FLOOR PLAN
 Proposed
 (Signature)

PROJECT NO.:

SCALE: 3/16" = 1'-0"

EX1.0

3/20/25 9:57:52 AM

Phyllis Downey

From: Morgan Cardoso
Sent: Friday, March 28, 2025 12:44 PM
To: Falmouth Licensing
Cc: Scott McGann
Subject: RE: Liquor & Entertainment Licenses Daily Brew

Hi Phyllis!

We have received an application. No issues from Health.



Morgan Cardoso

Health Inspector

(508) 495-7486 | morgan.cardoso@falmouthma.gov

Town of Falmouth Health Department

59 Town Hall Square, Falmouth, MA 02540

Please Note:

The Town of Falmouth Health Department has rolled out PermitEyes (online permitting system). Please see the links below to register, apply or for Public View. .

Applicant Registration Page : <https://permiteyes.us/falmouth/userregistration.php>

Applicant Side Login Page : <https://permiteyes.us/falmouth/loginuser.php>

Public View Site (no login required): <https://permiteyes.us/falmouth/publicview.php>

From: Falmouth Licensing <licensing@falmouthma.gov>

Sent: Thursday, March 27, 2025 3:28 PM

To: Craig O'Malley <craig.omalley@falmouthfirema.gov>; Boyd Demello <boyd.demello@falmouthfirema.gov>; Jeff Lourie <Jeff.Lourie@falmouthpolicema.gov>; Brian Reid <brian.reid@falmouthpolicema.gov>; Ryan Hergt <ryan.hergt@falmouthpolicema.gov>; Falmouth Health Department <health@falmouthma.gov>; Gary Street <gary.street@falmouthma.gov>; Jed Cornock <jed.cornock@falmouthma.gov>; Noreen Stockman <noreen.stockman@falmouthma.gov>

Cc: Paula Gerry <paula.gerry@falmouthma.gov>; Jodie Zinna <jodie.zinna@falmouthma.gov>; Eleanor MacKay <eleanor.mackay@falmouthma.gov>; Sari Budrow <Sari.Budrow@falmouthma.gov>

Subject: Liquor & Entertainment Licenses Daily Brew

Good afternoon,

Attached please find an application for a new Liquor License/Pledge of License, applications for annual Entertainment and Sunday Entertainment Licenses, and an application for a Common Victualler License to be executed at 412 North Falmouth Highway, formerly Silver Lounge.

The proposed manager Sarah Hannon was to have complete the Town background check today.

May we please request your recommendations to the Select Board by April 15th?

Thank you,
Phyllis

Phyllis Downey

From: Noreen Stockman
Sent: Friday, March 28, 2025 11:58 AM
To: Falmouth Licensing
Subject: RE: Liquor & Entertainment Licenses **Daily Brew**

No comment per ZBA.

Thank you,
Noreen

Noreen H. Stockman
Zoning Administrator
Town of Falmouth
59 Town Hall Square
Falmouth, MA 02540
508-495-7462

From: Falmouth Licensing <licensing@falmouthma.gov>
Sent: Thursday, March 27, 2025 3:28 PM
To: Craig O'Malley <craig.omalley@falmouthfirema.gov>; Boyd Demello <boyd.demello@falmouthfirema.gov>; Jeff Lourie <Jeff.Lourie@falmouthpolicema.gov>; Brian Reid <brian.reid@falmouthpolicema.gov>; Ryan Hergt <ryan.hergt@falmouthpolicema.gov>; Falmouth Health Department <health@falmouthma.gov>; Gary Street <gary.street@falmouthma.gov>; Jed Cornock <jed.cornock@falmouthma.gov>; Noreen Stockman <noreen.stockman@falmouthma.gov>
Cc: Paula Gerry <paula.gerry@falmouthma.gov>; Jodie Zinna <jodie.zinna@falmouthma.gov>; Eleanor MacKay <eleanor.mackay@falmouthma.gov>; Sari Budrow <Sari.Budrow@falmouthma.gov>
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The proposed manager Sarah Hannon was to have complete the Town background check today.

May we please request your recommendations to the Select Board by April 15th?

Thank you,
Phyllis

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

Phyllis Downey

From: Brian Reid <brian.reid@falmouthpolicema.gov>
Sent: Friday, March 28, 2025 9:11 AM
To: Falmouth Licensing; Craig O'Malley; Boyd Demello; Jeff Lourie; Ryan Hergt; Falmouth Health Department; Gary Street; Jed Cornock; Noreen Stockman
Cc: Paula Gerry; Jodie Zinna; Eleanor MacKay; Sari Budrow
Subject: Re: Liquor & Entertainment Licenses **Daily Brew**

No objection from Police if the applicant passes the required background check.

Captain Brian L. Reid

Falmouth Police Department
750 Main Street
Falmouth, MA 02540
774-255-4502

From: Falmouth Licensing <licensing@falmouthma.gov>
Sent: Thursday, March 27, 2025 3:27 PM
To: Craig O'Malley <craig.omalley@falmouthfirema.gov>; Boyd Demello <boyd.demello@falmouthfirema.gov>; Jeff Lourie <Jeff.Lourie@falmouthpolicema.gov>; Brian Reid <brian.reid@falmouthpolicema.gov>; Ryan Hergt <ryan.hergt@falmouthpolicema.gov>; Falmouth Health Department <health@falmouthma.gov>; Gary Street <gary.street@falmouthma.gov>; Jed Cornock <jed.cornock@falmouthma.gov>; Noreen Stockman <noreen.stockman@falmouthma.gov>
Cc: Paula Gerry <paula.gerry@falmouthma.gov>; Jodie Zinna <jodie.zinna@falmouthma.gov>; Eleanor MacKay <eleanor.mackay@falmouthma.gov>; Sari Budrow <Sari.Budrow@falmouthma.gov>
Subject: Liquor & Entertainment Licenses Daily Brew

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The proposed manager Sarah Hannon was to have complete the Town background check today.

May we please request your recommendations to the Select Board by April 15th?

Thank you,

Phyllis

Phyllis Downey

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

Phyllis Downey

From: Boyd Demello <boyd.demello@falmouthfirema.gov>
Sent: Friday, March 28, 2025 9:36 AM
To: Falmouth Licensing; Craig O'Malley; Jeff Lourie; Brian Reid; Ryan Hergt; Falmouth Health Department; Gary Street; Jed Cornock; Noreen Stockman
Cc: Paula Gerry; Jodie Zinna; Eleanor MacKay; Sari Budrow
Subject: RE: Liquor & Entertainment Licenses **Daily Brew**

Fire Rescue has no objections to the application

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

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

From: Falmouth Licensing <licensing@falmouthma.gov>
Sent: Thursday, March 27, 2025 15:28
To: Craig O'Malley <craig.omalley@falmouthfirema.gov>; Boyd Demello <boyd.demello@falmouthfirema.gov>; Jeff Lourie <Jeff.Lourie@falmouthpolicema.gov>; Brian Reid <brian.reid@falmouthpolicema.gov>; Ryan Hergt <ryan.hergt@falmouthpolicema.gov>; Falmouth Health Department <health@falmouthma.gov>; Gary Street <gary.street@falmouthma.gov>; Jed Cornock <jed.cornock@falmouthma.gov>; Noreen Stockman <noreen.stockman@falmouthma.gov>
Cc: Paula Gerry <paula.gerry@falmouthma.gov>; Jodie Zinna <jodie.zinna@falmouthma.gov>; Eleanor MacKay <eleanor.mackay@falmouthma.gov>; Sari Budrow <Sari.Budrow@falmouthma.gov>
Subject: Liquor & Entertainment Licenses Daily Brew

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May we please request your recommendations to the Select Board by April 15th?

Thank you,
Phyllis

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

Phyllis Downey

From: Melinda Tondera
Sent: Thursday, March 27, 2025 4:01 PM
To: Falmouth Licensing; Jed Cornock
Subject: Re: Liquor & Entertainment Licenses Daily Brew

Hi Phyllis,

The Planning Department has no issues with the applications, as presented.

Sincerely,

Melinda

From: Falmouth Licensing <licensing@falmouthma.gov>
Sent: Thursday, March 27, 2025 3:27 PM
To: Craig O'Malley <craig.omalley@falmouthfirema.gov>; Boyd Demello <boyd.demello@falmouthfirema.gov>; Jeff Lourie <Jeff.Lourie@falmouthpolicema.gov>; Brian Reid <brian.reid@falmouthpolicema.gov>; Ryan Hergt <ryan.hergt@falmouthpolicema.gov>; Falmouth Health Department <health@falmouthma.gov>; Gary Street <gary.street@falmouthma.gov>; Jed Cornock <jed.cornock@falmouthma.gov>; Noreen Stockman <noreen.stockman@falmouthma.gov>
Cc: Paula Gerry <paula.gerry@falmouthma.gov>; Jodie Zinna <jodie.zinna@falmouthma.gov>; Eleanor MacKay <eleanor.mackay@falmouthma.gov>; Sari Budrow <Sari.Budrow@falmouthma.gov>
Subject: Liquor & Entertainment Licenses Daily Brew

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The proposed manager Sarah Hannon was to have complete the Town background check today.

May we please request your recommendations to the Select Board by April 15th?

Thank you,
Phyllis

Phyllis Downey

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

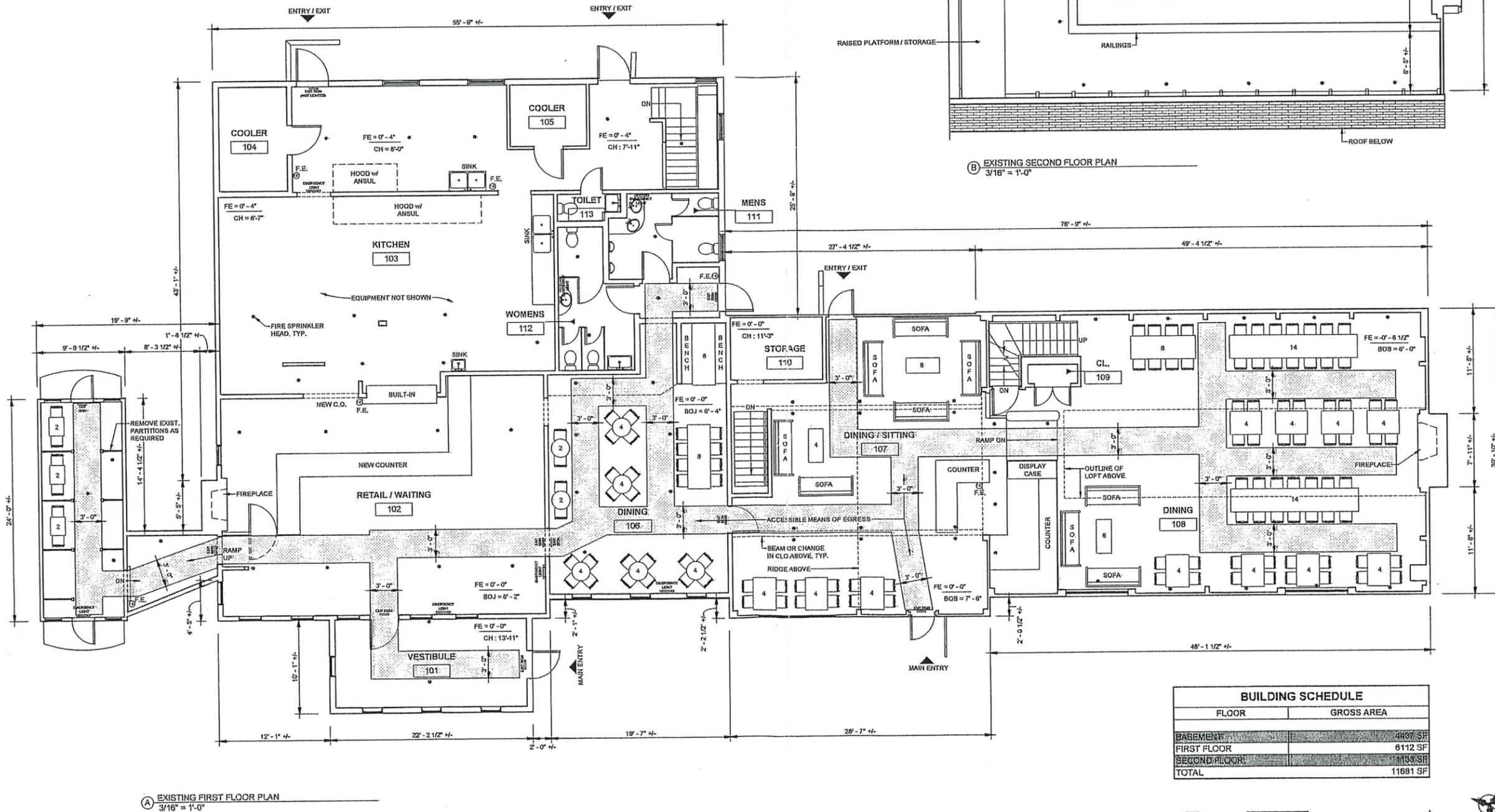
NOTE:

1. FIRE PROTECTION NOTED.
2. FIRE ALARM PULL STATIONS, ALARMS w/ STROBES: NONE
3. SMOKE DETECTORS: NONE
4. EMERGENCY LIGHTING SHOWN IN APPROX. LOCATIONS, V.I.F.
5. FIRE EXTINGUISHERS SHOWN IN APPROX. LOCATIONS, V.I.F.
6. HVAC DUCT AND EQUIP. NOT SHOWN ON THESE DRAWINGS.
7. ELEC. LIGHTING, CEILING FANS, ETC. NOT SHOWN ON THESE DRAWINGS.

TOTAL SEATING

INSIDE (TABLES) = 144
 NO OUTSIDE SEATING
TOTAL = 144
 ALLOWABLE OCCUPANCY = 150

DRAWINGS REVIEWED BY
 FALMOUTH BUILDING DEPARTMENT
 CONSTRUCTION SUBJECT TO MA
 BUILDING CODE COMPLIANCE
 ONE SET OF STAMPED PLANS SHALL
 REMAIN AT THE BUILDING SITE
 3-20-25
 DATE *[Signature]*
 OFFICIAL



REVISIONS	
No.	Description

KEENAN + KENNY ARCHITECTS, LTD.
 185 Main Street
 Falmouth, Massachusetts 01940
 508-540-0073 | 1111 Keenan Architects.com
 keenanarchitects.com

EXISTING CONDITIONS:
DAILY BREW
COFFEE HOUSE
 412 North Falmouth Highway
 North Falmouth, MA

SHEET TITLE:
EXISTING FLOOR PLANS
Proposed
[Signature]



PROJECT NO.
 SCALE:
 As indicated

EX1.1



3/20/2025 9:57:53 AM

NOTE:

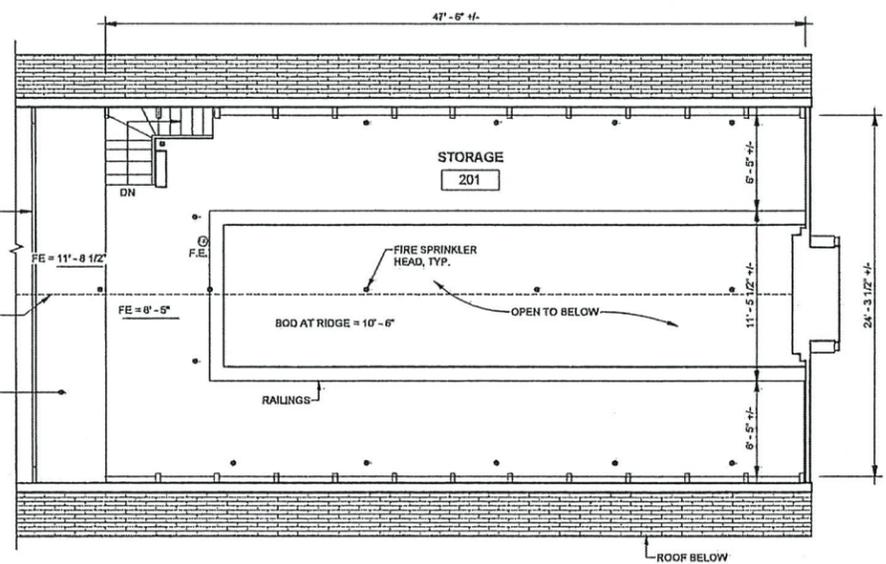
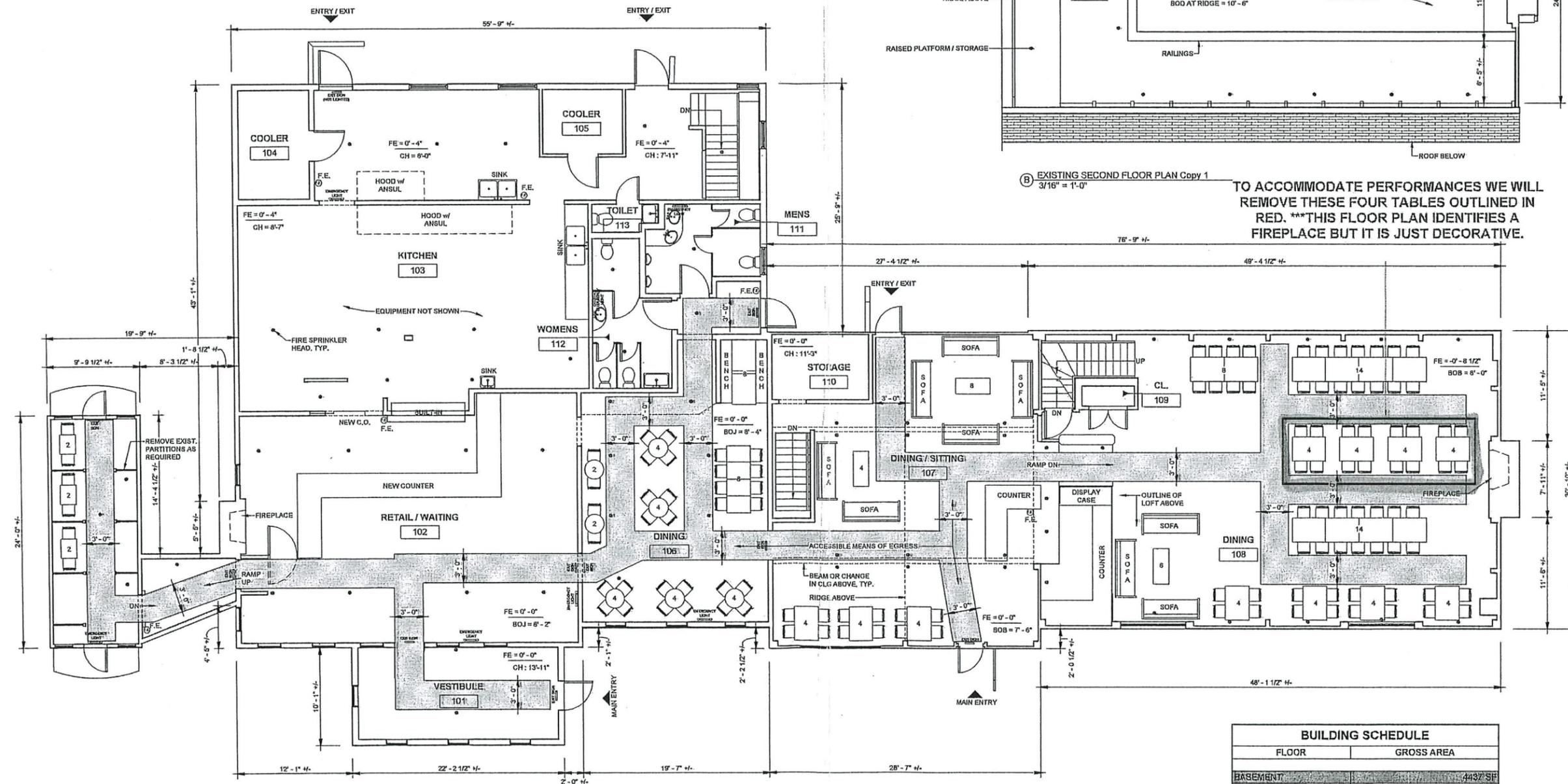
1. FIRE PROTECTION NOTED.
2. FIRE ALARM PULL STATIONS, ALARMS w/ STROBES: NONE
3. SMOKE DETECTORS: NONE
4. EMERGENCY LIGHTING SHOWN IN APPROX. LOCATIONS, V.L.F.
5. FIRE EXTINGUISHERS SHOWN IN APPROX. LOCATIONS, V.L.F.
6. HVAC DUCT AND EQUIP. NOT SHOWN ON THESE DRAWINGS.
7. ELEC. LIGHTING, CEILING FANS, ETC. NOT SHOWN ON THESE DRAWINGS.

TOTAL SEATING

INSIDE (TABLES) = 128
 NO OUTSIDE SEATING
 TOTAL = 128
 ALLOWABLE OCCUPANCY = 150

DRAWINGS REVIEWED BY
 FALMOUTH BUILDING DEPARTMENT
 CONSTRUCTION SUBJECT TO MA
 BUILDING CODE COMPLIANCE
 THE SET OF STAMPED PLANS SHALL
 BE KEPT AT THE 3-11-25 DATE

3-20-25
 DATE BUILDING OFFICIAL



TO ACCOMMODATE PERFORMANCES WE WILL REMOVE THESE FOUR TABLES OUTLINED IN RED. ***THIS FLOOR PLAN IDENTIFIES A FIREPLACE BUT IT IS JUST DECORATIVE.

(A) EXISTING FIRST FLOOR PLAN Copy 1
 3/16" = 1'-0"

BUILDING SCHEDULE	
FLOOR	GROSS AREA
BASEMENT	4437 SF
FIRST FLOOR	6112 SF
SECOND FLOOR	1183 SF
TOTAL	11851 SF



DATE:
20 MARCH 2025

REVISIONS	DATE	DESCRIPTION
No.		

KEENAN + KENNY ARCHITECTS, LTD.
 89 Main Street
 Falmouth, Massachusetts 02540
 508-540-0075 TEL. office@kandkarchitects.com
 www.keenanarchitects.com

EXISTING CONDITIONS:
DAILY BREW COFFEE HOUSE
 412 North Falmouth Highway
 North Falmouth, MA

SHEET TITLE:
ENTERTAINMENT FLOOR PLAN

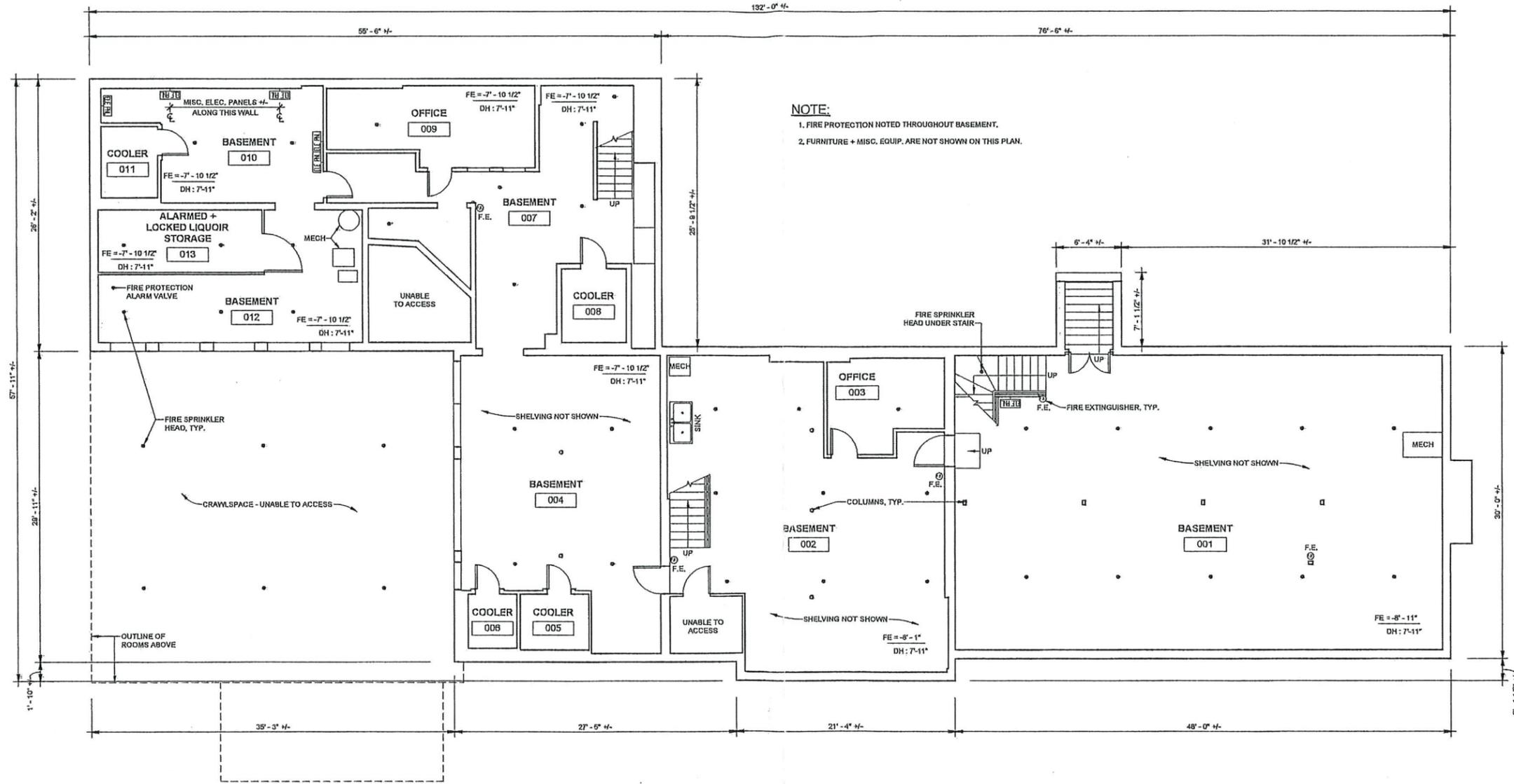
PROJECT NO.
 SCALE:
 As indicated

EX1.2

3/20/2025 9:57:55 AM

ALMOUTH BUILDING DEPARTMENT
 CONSTRUCTION SUBJECT TO MA
 BUILDING CODE COMPLIANCE
 ONE SET OF STAMPED PLANS SHALL
 BE KEPT AT THE BUILDING SITE

DATE 3-20-25
 BUILDING OFFICIAL



NOTE:
 1. FIRE PROTECTION NOTED THROUGHOUT BASEMENT.
 2. FURNITURE + MISC. EQUIP. ARE NOT SHOWN ON THIS PLAN.

EXISTING BASEMENT FLOOR PLAN
 3/16" = 1'-0"

BUILDING SCHEDULE	
FLOOR	GROSS AREA
BASEMENT	4487 SF
FIRST FLOOR	6112 SF
SECOND FLOOR	1183 SF
TOTAL	11681 SF



REVISIONS	
No.	Description

KEENAN + KENNY ARCHITECTS, LTD.
 185 Main Street
 Falmouth, Massachusetts 01940
 508-540-0095 TEL. 508-540-0095 FAX
 www.keenan+kenny.com

EXISTING CONDITIONS:
 DAILY BREW
 COFFEE HOUSE
 412 North Falmouth Highway
 North Falmouth, MA

SHEET TITLE:
 EXISTING FLOOR PLAN
 Proposed



PROJECT NO.

SCALE:
 3/16" = 1'-0"

EX1.0

3/20/2025 9:57:52 AM

AFFIDAVIT OF NOTICE OF MAILING TO ABUTTERS AND OTHERS

Re: Application of Megansett Circle, Inc. d/b/a Daily Brew for an All-Alcoholic Beverages Restaurant License at 412 North Falmouth Highway, North Falmouth, MA 02556

To the Licensing Board for the Town of Falmouth

I, Kevin P. Klauer II, hereby certify that within three days after publication of notice of the hearing scheduled for May 5, 2025, on the above-referenced application, I caused a copy of the published notice to be sent by registered (certified) USPS mail to each of the persons appearing upon the assessors' most recent valuation list as the owners of the properties abutting on the premises where the license is intended to be exercised.

There are no churches or hospitals within the radius of five hundred (500) feet from said location proposed to be licensed.

A copy of the letter mailed and the notice published are attached hereto, along with proofs of mailing of said notice and the certified Abutters List.

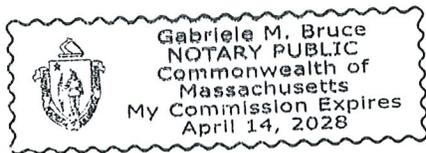
Signed and subscribed to under the penalties of perjury this 29th day of April, 2025.

Kevin P. Klauer II, Esquire

COMMONWEALTH OF MASSACHUSETTS

Barnstable, ss

On this 29th day of April, 2025, before me, the undersigned notary public, personally appeared Kevin P. Klauer II, proved to me through satisfactory evidence of identification, which was personal knowledge, to be the person whose name is signed above, and acknowledged to me that he signed it voluntarily as his free act and deed and for its stated purpose.



Notary Public:
My Commission Expires: 4-14-28

AMENT KLAUER LLP

Attorneys at Law
39 Town Hall Square
Falmouth, MA 02540

Robert H. Ament, Esq.
Kevin P. Klauer II, Esq.
Matthew M. Terry, Esq.

Telephone (508) 540-6555
Fax (508) 457-1293
Website: www.amentklauer.com

April 25, 2025

Commonwealth of Massachusetts
Department of Public Transportation
10 Park Plaza
Boston, MA 02116-3933

Re: Liquor License Hearing

Dear Abutter:

Enclosed is a legal notice of the Select Board's hearing to be held on Monday, May 5, 2025 at 6:45 p.m. in Falmouth Town Hall on the application of Megansett Circle, Inc. d/b/a Daily Brew for an All Alcoholic Beverages Restaurant License at 412 North Falmouth Highway in North Falmouth. You are receiving this notice as required by Massachusetts law, as you are a record owner of property abutting that location.

If you have any questions about this application, please contact me at 508-540-6555.

Very truly yours,



Kevin P. Klauer, Esquire

KPK/gmb
Enclosure

AMENT KLAUER LLP

Attorneys at Law
39 Town Hall Square
Falmouth, MA 02540

Robert H. Ament, Esq.
Kevin P. Klauer II, Esq.
Matthew M. Terry, Esq.

Telephone (508) 540-6555
Fax (508) 457-1293
Website: www.amentklauer.com

April 25, 2025

432 North Falmouth Hwy 2 LLC
432 North Falmouth Highway
North Falmouth, MA 02556

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If you have any questions about this application, please contact me at 508-540-6555.

Very truly yours,



Kevin P. Klauer, Esquire

KPK/gmb
Enclosure

9776 2590 0002 0832 4116

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

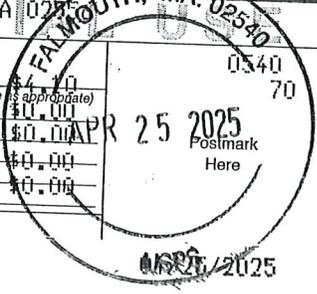
For delivery information, visit our website at www.usps.com®

North Falmouth, MA 02540

Certified Mail Fee \$4.85

- Extra Services & Fees (check box, add fee as appropriate)
- Return Receipt (hardcopy) \$4.10
- Return Receipt (electronic) \$0.00
- Certified Mail Restricted Delivery \$0.00
- Adult Signature Required \$0.00
- Adult Signature Restricted Delivery \$0.00

Postage \$0.73



\$9.68
432 North Falmouth Hwy 2 LLC
432 North Falmouth Highway
North Falmouth, MA 02556

5257 2590 0002 0832 1572

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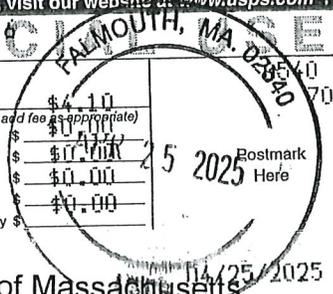
For delivery information, visit our website at www.usps.com®

Boston, MA 02114

Certified Mail Fee \$4.85

- Extra Services & Fees (check box, add fee as appropriate)
- Return Receipt (hardcopy) \$4.10
- Return Receipt (electronic) \$0.00
- Certified Mail Restricted Delivery \$0.00
- Adult Signature Required \$0.00
- Adult Signature Restricted Delivery \$0.00

\$0.73



Commonwealth of Massachusetts
Department of Public Transportation
10 Park Plaza
Boston, MA 02116-3933



Laura Puopolo's photography, including this image, will be on display in a show called "Fire and Light: Works by Hollis Engley and Laura Puopolo" at Falmouth Art Center in May.

Ceramics & Photography Combine In Immersive Show

Artists working in different mediums being inspired by each other can lead to new perspectives and insights. A new exhibit at Falmouth Art Center called, "Fire and Light: Works by Hollis Engley and Laura Puopolo," features a collaboration of a ceramics artist with a photographer. The show will be on view throughout May. An opening reception for the show is Friday, May 9, from 5 to 7 PM. Hollis Engley of Mashpee is a Martha's Vineyard native. He worked for 30 years as a journalist and photojournalist at newspapers on the Cape and Vineyard and in Santa Fe New Mexico, then as an editor and reporter for a national wire

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science literacy and encouraging young people toward science careers through original artwork, exhibitions, publications, lectures and symposia at the center and elsewhere. According to the program summary, it is the goal of the initiative to "stimulate the appetite in the broader community for scientific knowledge in ways that speak to people's values and hearts, and build stronger stewardship in our population." The program establishes the position of science/art

coordinator based on the center's successful pilot program with volunteer artist-in-residence Mark Adams. Mr. Adams is a Provincetown artist who spent 30 years as a cartographer and photographer for the Cape Cod National Seashore. He has organized many science/nature and art collaborations with Cape Cod organizations, including the Fine Arts Work Center, Provincetown schools, Cape Cod Community College, the Arts Foundation of Cape Cod and others.

Last year, Mr. Adams curated an art installation at the Crown and Anchor in Provincetown. The show, "Replenishing Refuge in Cape Cod Bay and Stellwagen Bank—What Can Art Do?" examined coastal issues and marine debris and involved students visiting from Cornell University. He will act as a liaison to establish and expand relationships among scientists, artists and community groups and to foster ongoing partnerships and collaborations with area groups.



Meera Watkins (left) and Tessa Tropeano are two of the Bridgewater State University students performing in "Carrie Goes to Horror High" this weekend and next.

University Students Will Present 'Carrie Goes to Horror High'

"Carrie Goes to Horror High" will make its world premiere as a musical with the Bridgewater State University Theatre Department, featuring music and lyrics by Ben Cohen in consultation with Andrew Wiseman and book by director Steven Bogart. It was first devised as a stage play with students from Southern New Hampshire University and inspired from a story by Emily Winters. Performances begin today and continue on Saturday and Sunday this weekend. Next week performances are set for April 30 and May 1-3 in the Rondileau Student Union Auditorium, 19 Park

Avenue in Bridgewater. "Carrie Goes to Horror High" is a dark comedy rock musical about a struggling novelist who sells her soul to the devil and becomes trapped inside her own story—set in a high school filled with children of famous horror characters. Tickets can be bought online and at the door while supplies last. "Carrie Goes to Horror High" is not intended for young audiences. The show contains horror and comedy simulated gore, adult language and mature themes. There is also strobe lighting and atmospheric effects.

Author David Sedaris Will Give Reading In Hyannis

Writer and humorist David Sedaris will do a reading from his works at the Barnstable High School Performing Arts Center in Hyannis on Wednesday, July 16. Tickets go on sale Friday, May 2, at 10 AM online or by calling 800-657-8774. Author of the previous best-sellers "Calypso," "Naked," "Me Talk Pretty One Day," "Dress Your Family in Corduroy and Denim," Mr. Sedaris will offer a selection of all-new readings and recollections, as well as a question-and-answer session and book-signing. Books will be available for sale at the event, courtesy of Hain Books. With sardonic wit and incisive social critiques, Mr. Sedaris has become one of America's preeminent humor writers. The Barnstable Performing Arts Center is at Barnstable High



Author and humorist David Sedaris will speak on July 16 at Barnstable High School. Ticket sales begin May 2 at www.spectaclelive.com. School, 744 West Main Street in Hyannis.

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The Enterprise



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Municipal Legal Notices

LIQUOR LICENSE HEARING

Notice is hereby given under Chapter 138 of the General Laws, as amended, that Meganell Circle, Inc. d/b/a Daily Brew has applied for an All Alcohol Beverages Restaurant License to be located at 412 North Falmouth Highway, North Falmouth, MA.

A hearing on the above application will be held in the Select Board Meeting Room, Falmouth Town Hall, on Monday, May 5, 2025, at 6:45 pm.

Comments may be sent to selectboard@falmouthma.gov.

Per order of the Select Board

LICENSING BOARD
Nancy Robbins Taylor
Edwin P. Zyzanski, II
Douglas C. Brown
Robert P. Massie
Heather M. H. Goldstone

April 25, 2025

NOTICE OF THE SPECIAL MEETING OF THE MEMBERS OF THE FALMOUTH CHAMBER OF COMMERCE.

A special meeting of the members of the Falmouth Chamber of Commerce to discuss and vote on the proposed merger of the Falmouth Chamber of Commerce with the Cape Cod Chamber of Commerce is sched-

uled for Thursday May 8, 2025 at 'Shutters' located in the Seaside Beach Resort, 350 Quaker Road, North Falmouth, MA at 4:30pm. If you have any questions on the proposed merger, or if you cannot attend the special meeting, but wish to vote for or against the merger with a proxy (ballot), please contact Michael Kasparian, president at 508-548-8500.

April 11, 2025
April 18, 2025
April 25, 2025

Falmouth Zoning Board of Appeals Notice of Public Hearing for May 15, 2025

Notice is hereby given of the following Public Hearing @ 6:00pm and Open Meeting in the Select Board's Meeting Room, Town Hall, Falmouth, MA, on Thursday, May 15, 2025:

Continuation #006-25 Smith J Corfas, 51 Thomas Lane, Falmouth

Application #021-25 Mario Kula and Josepha D'Angelo: Applied to the Zoning Board of Appeals for a special permit pursuant to section(s) 240-10.2A of the Code of Falmouth to raze and rebuild the existing, non-conforming, single-family dwelling. The subject property is @ Sycamore Street, East Falmouth, MA.

Application #023-25 Kevin P. and Maribeth Duff: Applied to the Zoning Board of Appeals for a modification of existing special permits pursuant to section(s) 240-10.2A and 240-6.B of the Code of Falmouth to convert a portion of the existing workshop into an accessory dwelling unit. The subject property is 464 Davisville Road, East Falmouth, MA.

Application #027-25 William F. and Elizabeth A. Scannell: Applied to the Zoning Board of Appeals for a special permit pursuant to section(s) 240-10.2A, 240-6.BB and 240-11.3A(4) of the Code of Falmouth to raze and rebuild the existing, detached garage exceeding 20% lot coverage by structures. The subject property is 85 Winslow Road, North Falmouth, MA.

Application #028-25 Douglas C. Clements: Applied to the Zoning Board of Appeals for a special permit pursuant to section(s) 240-10.2A, 240-6.BB and 240-11.3A(4) of the Code of Falmouth to raze and rebuild the existing, detached garage exceeding 20% lot coverage by structures. The subject property is 85 Winslow Road, North Falmouth, MA.

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

April 18, 2025
April 25, 2025

Tides For Points On Vineyard Sound, Buzzards Bay & Cape Cod Bay

	POPPONSETT		FALMOUTH		WOODS HOLE (WHOLE GREAT HARBOR)		WEST FALMOUTH		CAPE COD CANAL BUZZARDS BAY		CAPE COD CANAL (EAST)		BARNSTABLE HARBOR	
	HIGH TIDE	LOW TIDE	HIGH TIDE	LOW TIDE	HIGH TIDE	LOW TIDE	HIGH TIDE	LOW TIDE	HIGH TIDE	LOW TIDE	HIGH TIDE	LOW TIDE	HIGH TIDE	LOW TIDE
FRIDAY	11:43	3:21	9:24	3:20	6:45	1:26	6:29	11:59	7:35	2:08	9:40	3:29	9:51	3:59
APRIL 25	PM	5:43	9:48	3:41	7:09	1:27	6:53		7:58	2:04	10:05	3:52	10:15	4:23
SATURDAY	12:07	6:15	10:17	4:14	7:35	2:32	7:17	12:45	8:25	3:02	10:34	4:23	10:44	4:53
APRIL 26	PM	12:36	6:34	10:36	4:33	7:59	2:16	7:40	12:48	3:17	10:55	4:42	11:01	5:12
SUNDAY	12:55	7:07	11:09	5:06	8:25	3:33	8:05	1:38	9:16	4:09	11:28	5:16	11:36	5:45
APRIL 27	PM	1:28	7:23	11:25	5:22	8:50	3:08	8:29	1:39	9:39	11:45	5:33	11:52	6:01
MONDAY	1:44	7:58		5:57	9:15	4:27	8:55	2:35	10:09	5:04		6:08		6:36
APRIL 28	PM	2:20	8:11	12:01	6:11	9:41	0:58	9:20	2:32	10:32	6:23	6:33	12:28	6:50
TUESDAY	2:33	8:50	12:14	6:49	10:05	5:22	9:47	3:29	11:01	5:57	12:35	7:00	12:41	7:28
APRIL 29	PM	3:13	9:03	12:35	7:02	10:33	4:48	10:12	4:24	11:24	7:14	12:1	12:1	7:41
WEDNESDAY	3:25	9:42	1:06	7:41	10:56	6:21	10:40	4:17	11:52	6:54	1:26	7:53	1:33	8:20
APRIL 30	PM	4:08	9:54	1:49	7:53	11:28	5:16	11:05	4:13		2:05	8:06	2:16	8:32
THURSDAY	4:18	10:35	1:59	8:34	11:50	7:25	11:35	5:03	12:17	7:58	2:19	8:47	2:26	9:13
MAY 1	PM	5:03	10:48	2:41	8:47		7:01		12:45	8:45	2:31	9:00	3:11	9:26

April 25, 2025 - Sunrise is at 5:45AM, sunset is at 7:35 PM



FEB 26 2025

ASSISTANTS

Town of Falmouth Assessing Department

59 Town Hall Square, Falmouth MA 02540
Telephone: 508-495-7380
Fax: 508-495-7384

REQUEST OF CERTIFIED ABUTTERS LIST

Name of person requesting abutters list: Gabrielle - Amerik Klauer LLP
Address of person requesting abutters list: 39 Town Hall Square
Falmouth, Ma 02540
Phone: 508 540 6535

Abutters to (subject property): Map 05 Section 07 Parcel 002 Lot 000 ✓
Map _____ Section _____ Parcel _____ Lot _____
Map _____ Section _____ Parcel _____ Lot _____

Lot size of subject property: 1.1007 acres

Location of subject property: 412 North Falmouth Hwy ✓

Check one:

- Direct abutters (includes properties across street)
- Direct abutters in local Historic District (includes properties across the street) within 100'
- Immediate abutters (includes only properties with a common property line)
- Immediate abutters plus churches and schools within 500'
- Properties within 300'
- Properties within 300' or abutters abutter to abutter whichever is closest
- Properties within 100'
- Other (specify) _____

Fee. \$25.00 Total \$25.00 Check # 8475 BM

EMAIL gabrielle@amerikklauer.com

412 NORTH FALMOUTH HWY

CERTIFIED

A handwritten signature in black ink, appearing to read 'BC', is written over a horizontal line.

Bruce Cabral
Assistant Assessor
Town of Falmouth, MA
March 3, 2025

Town of Falmouth, MA Abutters Report

ft. Abutters of Property 05 07 002 000
at 412 NORTH FALMOUTH HWY

Please be aware that the abutters list reflects mailing address for the real estate tax bills as requested by the property owners. Mortgage companies, banks and other financial institutions may be receiving the notification and not the homeowner as required. Please be sure you are complying with notification requirements. Property data updated 02/28/2025.

Property ID	Address	Owner 1	Owner 2	Owner Address	Owner City/State/Zip
02 05 004 000	0 PALMER AVE OFF	COMMONWEALTH OF MASS	DEPT OF TRANSPORTATION	10 PARK PLZ	BOSTON, MA 02116-3933
05 07 004A 000	432 NORTH FALMOUTH HWY	432 NORTH FALMOUTH HWY 2 LLC		432 NORTH FALMOUTH HWY	NORTH FALMOUTH, MA 02556

COMMONWEALTH OF MASS DEPT OF
TRANSPORTATION
10 PARK PLZ
BOSTON, MA 02116-3933

432 NORTH FALMOUTH HWY 2 LLC
432 NORTH FALMOUTH HWY
NORTH FALMOUTH, MA 02556



1" = 247.6937951868658 ft

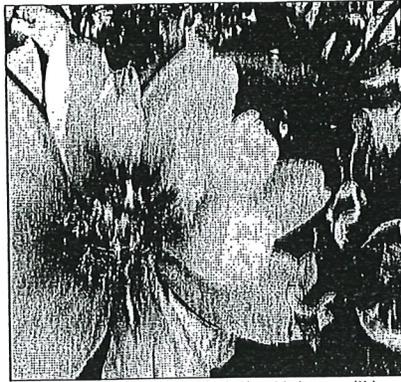


**MAP FOR REFERENCE ONLY
NOT A LEGAL DOCUMENT**

Town of Falmouth, MA makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

Geometry updated 01/31/2025
Data updated 02/28/2025

Print map scale is approximate. Critical layout or measurement activities should not be done using this resource.



Laura Puopolo's photography, including this image, will be on display in a show called "Fire and Light: Works by Hollis Engley and Laura Puopolo" at Falmouth Art Center in May.

Ceramics & Photography Combine In Immersive Show

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Municipal Legal Notices

LIQUOR LICENSE HEARING
Notice is hereby given under Chapter 138 of the General Laws, as amended, that Margaret Clide, Inc. d/b/a Daily Brew has applied for an Alcoholic Beverages Restaurant License to be exercised at 112 North Falmouth Highway, North Falmouth, MA.

Notice is hereby given for "Shutters" located in the SeaCrest Beach Resort, 350 Quaker Road, North Falmouth, MA. If you have any questions on the proposed merger, or if you cannot attend the special meeting, but wish to vote for or against the merger with a proxy ballot, please contact Michael Kasparian, President at 508-516-8500.

Application #023-25 Kevin P. and Maribel Dujz, Trustees: Applied to the Zoning Board of Appeals for a modification of existing special permits pursuant to section(s) 240-10.2A and 240-6.6B of the Code of Falmouth to convert a portion of the existing workshop into an accessory dwelling unit. The subject property is 444 Davisville Road, East Falmouth, MA.

A hearing on the above application will be held in the Select Board Meeting Room, Falmouth Town Hall, on Monday, May 6, 2025, at 6:45 pm.

April 11, 2025
April 16, 2025
April 25, 2025

Application #021-25 William E. and Elizabeth A. Scamato: Applied to the Zoning Board of Appeals for a special permit pursuant to section(s) 240-10.2A, 240-11.4A(1) and 240-7.3C of the Code of Falmouth to construct a pool, cabana and sports court in the front yard, more than 50' from the front property line and to allow alteration of a land form within the flood plain overlay district. The subject property is 314 Quisset Avenue, Falmouth, MA.

Comments may be sent to selectboard@falmouthma.gov.

Falmouth Zoning Board of Appeals
Holds of Public Hearing
for May 15, 2025

Application #028-25 Douglas G. Clemens: Applied to the Zoning Board of Appeals for a special permit pursuant to section(s) 240-10.2A, 240-6.6B and 240-11.3A(4) of the Code of Falmouth to raze and rebuild the existing detached garage according to lot coverage by structures. The subject property is 45 Wintlow Road, North Falmouth, MA.

LICENSING BOARD
Hancy Robbins Taylor
Edwin P. Zyinski, II
Douglas C. Brown
Robert P. Harcač
Heather M. H. Goldstone

Notice is hereby given of the following Public Hearing at 8:00am and Open Meeting in the Select Board's Meeting Room, Town Hall, Falmouth, MA, on Thursday, May 15, 2025

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

NOTICE OF THE SPECIAL MEETING OF THE MEMBERS OF THE FALMOUTH CHAMBER OF COMMERCE.

Continuation(s)
8006-26 Smith F Carvins, 51 Thomas Lane, Falmouth

April 18, 2025
April 25, 2025

A special meeting of the members of the Falmouth Chamber of Commerce to discuss and vote on the proposed merger of the Falmouth Chamber of Commerce with the Cape Cod Chamber of Commerce is scheduled



Meera Watkins (left) and Tessa Tropeano are two of the Bridgewater State University students performing in "Carrie Goes to Horror High" this weekend and next.

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Avenue in Bridgewater. "Carrie Goes to Horror High" is a dark comedy rock musical about a struggling novelist who sells her soul to the devil and becomes trapped inside her own story—set in a high school filled with children of famous horror characters. Tickets can be bought online and at the door while supplies last. "Carrie Goes to Horror High" is not intended for young audiences. The show contains horror and comedic simulated gore, adult language and mature themes. There is also strobe lighting and atmospheric effects.

Tides For Points On Vineyard Sound, Buzzards Bay & Cape Cod Bay

	POPPONSETT		FALMOUTH		WOODS HOLE (W/TH) GREAT HARBOR		WEST FALMOUTH		CAPE COD CANAL BAY		CAPE COD CANAL (EAST)		BARNSTABLE HARBOR	
	HIGH TIDE	LOW TIDE	HIGH TIDE	LOW TIDE	HIGH TIDE	LOW TIDE	HIGH TIDE	LOW TIDE	HIGH TIDE	LOW TIDE	HIGH TIDE	LOW TIDE	HIGH TIDE	LOW TIDE
FRIDAY	11:43	5:21	9:24	3:20	6:45	1:26	6:29	11:59	7:35	2:08	9:40	3:29	9:41	3:59
APRIL 25	PM	8:43	9:48	3:44	7:09	1:37	6:53	11:59	7:58	2:01	10:05	3:23	10:19	3:52
SATURDAY	12:07	6:15	10:17	4:14	7:35	2:32	7:17	12:45	8:25	3:08	10:34	4:23	10:44	4:53
APRIL 26	PM	12:36	6:34	10:36	4:33	2:44	7:49	1:40	8:47	3:26	10:53	4:42	11:04	5:12
SUNDAY	12:55	7:07	11:09	5:06	8:25	3:33	8:05	1:38	9:16	4:09	11:28	5:16	11:36	5:45
APRIL 27	PM	1:28	7:21	11:25	5:22	8:50	2:08	8:29	1:29	9:30	11:45	5:23	11:52	6:01
MONDAY	1:44	7:58		5:57	9:15	4:27	8:55	2:15	10:09	5:04		6:08		6:36
APRIL 28	PM	2:20	8:11	11:41	6:11	9:41	3:48	9:20	2:23	10:32	6:23	6:23	12:20	6:50
TUESDAY	2:33	8:50	12:14	6:49	10:05	5:22	9:47	3:29	11:01	5:57	12:35	7:00	12:41	7:28
APRIL 29	PM	3:13	9:03	12:35	7:02	10:33	4:18	10:12	3:23	11:24	6:30	7:14	12:53	7:51
WEDNESDAY	3:25	9:42	1:06	7:41	10:56	6:21	10:40	4:17	11:53	6:54	1:26	7:53	1:33	8:20
APRIL 30	PM	4:08	9:54	1:49	7:53	11:28	5:16	11:05	4:13	12:06	2:06	8:26	2:16	8:32
THURSDAY	4:18	10:35	1:59	8:34	11:50	7:25	11:35	5:03	12:17	7:58	2:19	8:47	2:26	9:13
MAY 1	PM	5:03	10:48	2:34	9:17	12:13	7:01	11:50	5:00	12:33	3:15	9:09	3:11	9:26

April 25, 2025 - Sunrise is at 5:45AM; sunset is at 7:36 PM

Author David Sedaris Will Give Reading In Hyannis

Writer and humorist David Sedaris will do a reading from his works at the Barnstable High School Performing Arts Center in Hyannis on Wednesday, July 16. Tickets go on sale Friday, May 2, at 10 AM online or by calling 800-657-8774. Author of the previous best-sellers "Calypso," "Naked," "Me Talk Pretty One Day," "Dress Your Family in Mourning and Dunham," Mr. Sedaris will offer a selection of all-new readings and recollections, as well as a question-and-answer session and book-signing. Books will be available for sale at the event, courtesy of Ballin Books. With sardonic wit and incisive social critiques, Mr. Sedaris has become one of America's preeminent humor writers. The Barnstable Performing Arts Center is at Barnstable High



School, 744 West Main Street in Hyannis.

Visit Our Website capenews.net



Town of Falmouth
BUSINESS CERTIFICATE (DBA)

In conformity with the provisions of Chapter one hundred and ten, Section five of the General Laws of the State of Massachusetts, as amended, the undersigned hereby declare(s) that a business under the title of;

Megansett Circle, Inc. d/b/a Daily Brew

(Business Name)

Coffee House & lounge

(Type of Business)

Is conducting business at or from the following address in the Town of Falmouth:

412 North Falmouth Highway

(Address of Business)

508 564 4755

(Phone Number)

By the following named person(s):

Owner 1 Kathryn Hickey

(Full Name)

337 Old Main Road, North Falmouth, MA 02556

(Address)

[Handwritten signature of Kathryn Hickey]

(Signature)

508 564 4755

(Phone Number)

Owner 2

(Full Name)

(Address)

(Signature)

(Phone Number)

***** separator line *****

Commonwealth of Massachusetts
County of Barnstable

On this 4 day of March, 2025, before me, the undersigned notary public, personally appeared Kathryn Hickey, proved to me through satisfactory evidence of identification, to be the person whose name is signed on the preceding or attached document in my presence.

(seal)



[Handwritten signature of Notary Public]

Notary Public Signature

***** separator line *****

A certificate issued in accordance with this section of MGL shall be in force and effect for (4) four years from the date received and shall be renewed each four years thereafter so long as such business shall be conducted and shall lapse and be void unless renewed.

Received Date March 5, 2025

Expiration Date March 5, 2029

[Handwritten signature of Michael Palmer]
Michael Palmer, Town Clerk



ITEM REPORT

To: Town of Falmouth Select Board

Submitted By: Mike Renshaw, Town Manager

Meeting Date: May 5, 2025

Department/Office: Town Manager/Select Board

Item Name: Update - Cape and Islands District Attorney - Robert J. Galibois (10 minutes)

Purpose:

Cape & Islands District Attorney Robert Galibois will present an update to the Select Board.

Background/Summary:

N/A

Recommended Actions:

Department Recommendation:

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

Options:

N/A

Town Manager's Comments:

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

Budget:

Applicable? (yes or no):

No

Budgeted? (yes or no):

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
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Finance Director's Comments (if applicable):

N/A

Attachments:

None



ITEM REPORT

To: Town of Falmouth Select Board

Submitted By: Mike Renshaw, Town Manager

Meeting Date: May 5, 2025

Department/Office: Town Manager/Select Board

Item Name: Presentation - Update on Barnstable County's activities/programs - Michael Dutton, County Administrator (**15 minutes**)

Purpose:

Barnstable County Administrator Michael Dutton will be presenting an update to the Select Board concerning programs and activities at the county level.

Background/Summary:

N/A

Recommended Actions:

Department Recommendation:

This update is for informational purposes only, and no formal action is being requested from the Select Board.

Options:

N/A

Town Manager's Comments:

This update is for informational purposes only, and no formal action is being requested from the Select Board.

Budget:

Applicable? (yes or no):

No

Budgeted? (yes or no):

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
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Finance Director's Comments (if applicable):

N/A

Attachments:

None



Item: 6.c.

ITEM REPORT

To: Town of Falmouth Select Board

Submitted By: Peter McConarty, Director, Department of Public Works

Meeting Date: May 5, 2025

Department/Office: Department of Public Works - Engineering

Item Name: Consider a vote to approve a request for a variance to Sign Code §184-25 and §184-26: for the installation of a new sign with an embedded electronic message board sign at the entrance to the Department of Public Works, 416 Gifford Street **(15 minutes)**

Purpose: Public Works is designing a new sign for our facility at 416 Gifford Street. This agenda item request is to receive confirmation from the Select Board that the embedded digital message board portion of the sign is considered to be for public safety purposes and therefore be exempt from the sign code.

Background/Summary:

- * Public Works has designed a new sign that measures 24"x72" for the department name and address section. Area = 12 s.f. This portion of the sign meets the sign code regulations. This area does not include the sign frame per the regulations. See attached site plans.
- * The digital sign portion of the sign measures 72" wide x 48" high. Area = 24 s.f. This portion of the sign is considered to be for public safety purposes and should be considered an exception. See attached site plans.
- * Sign Code §184-9: Exceptions state *"Signs erected or posted and maintained for public safety and welfare or pursuant to any governmental function, law by-law or other regulation"*
- * The digital portion of this sign will not flash and meets the sign code regulations.
- * The size of the sign was determined by the speed and geometry of the roadway. The speed in this area is 35 mph, and is on the southern side of a horizontal curve which limits the viewing visibility of passing vehicles.
- * The size of the sign letters was determined by the Manual Of Uniform Traffic Control Devices (M.U.T.C.D.). 6" high for a roadway speed of 35 mph., and 1 inch of letter height per 30 feet of legibility distance.
- * Falmouth Road Race, Inc. has approved a grant in the amount of \$25,000 for the purchase of the digital portion of the sign.

Recommended Actions:

Department Recommendation:

The Department of Public Works is requesting that the Select Board confirm that the digital portion of the sign is for public safety purposes and is considered an exception to the sign code.

Options:

- Motion to approve the Department of Public Works' request that the content of the embedded digital message board portion of the sign is considered to be for public safety purposes as presented, and therefore meets the Sign Code 184-9 Exceptions.
- Motion to deny approval of the Department of Public Works' request that the content of the embedded digital message board portion of the sign is considered to be for public safety purposes as presented, and therefore meets the Sign Code 184-9 Exceptions.

Town Manager's Comments:

The Town Manager recommends that the Select Board approves the Department of Public Works' request that the content of the embedded digital message board portion of the sign is considered to be for public safety purposes as presented, and therefore meets the Sign Code 184-9 Exceptions.

Budget:

Applicable? (yes or no):

Yes

Budgeted? (yes or no):

Yes

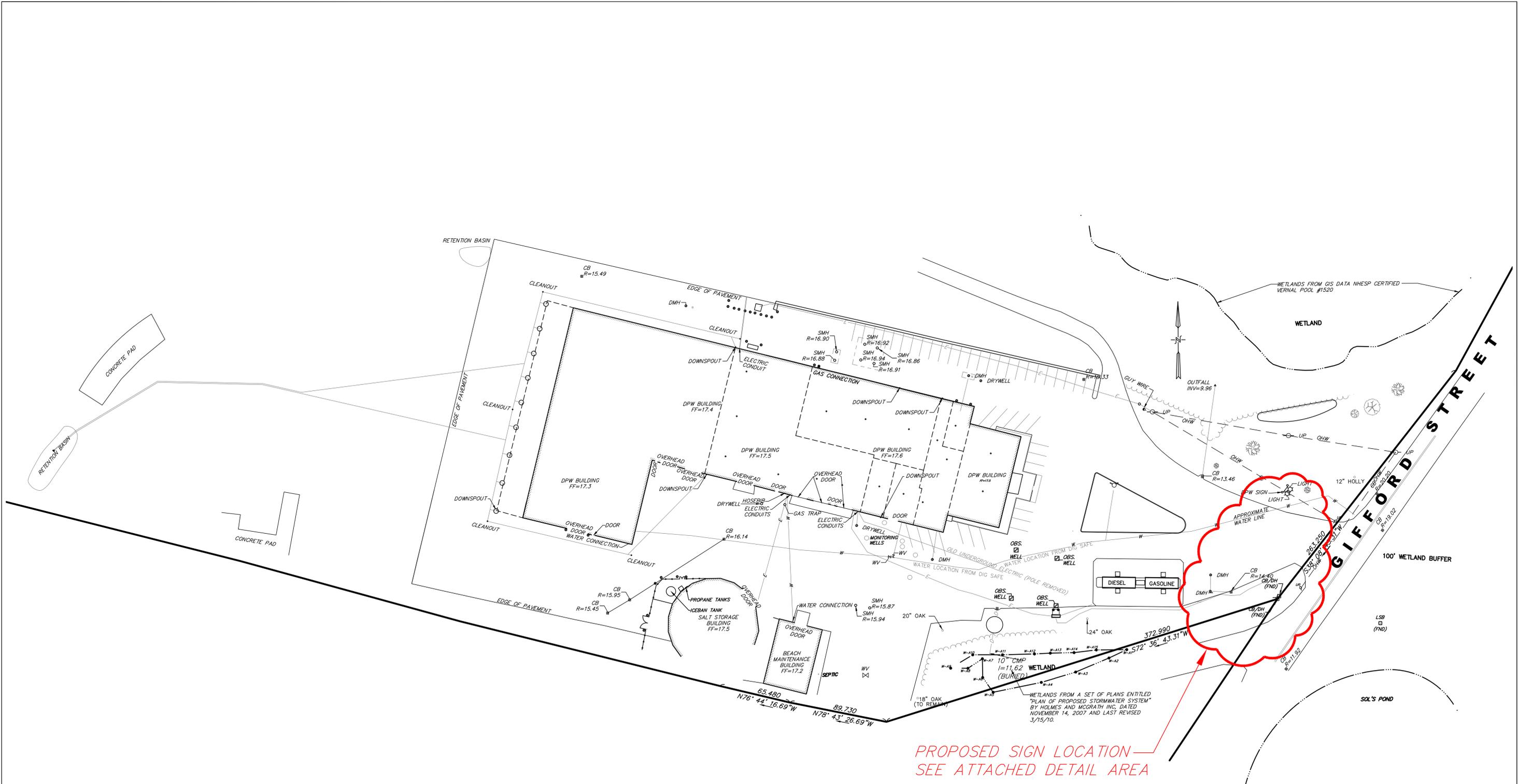
Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
Repair	Public	01-422-5251	\$5,000			
Maintain	Works					
Town	Highway					
Property	Division					

Finance Director's Comments (if applicable):

N/A

Attachments:

1. Existing Conditions Plan
2. Site Plan
3. Proposed Sign Plan
4. Sign Rendering



PROPOSED SIGN LOCATION
SEE ATTACHED DETAIL AREA

DATE	BY	REVISION

TOWN OF FALMOUTH
DEPARTMENT OF
PUBLIC WORKS

ENGINEERING DIVISION
416 GIFFORD STREET
FALMOUTH, MA 02540
508-457-2543



**EXISTING CONDITIONS
PUBLIC WORKS FACILITY
FALMOUTH, MA 02540**

DATE: MARCH 7, 2023

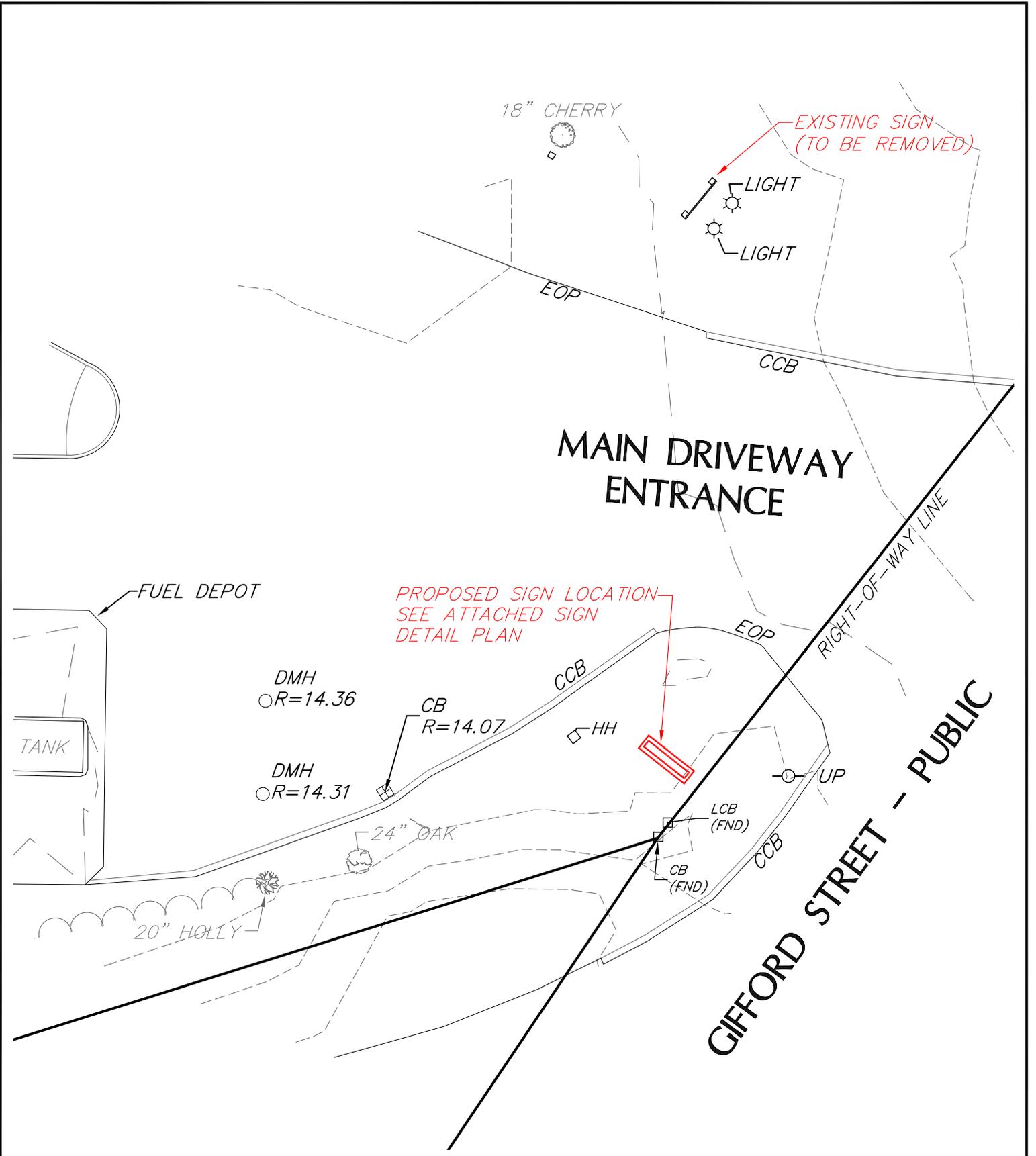
DRAWN: NAC
DESIGN: N/A
CHECK: TOF

Scale: 1" = 40'

0 20 40 60 80 100 FEET

DRAWING: \STREET\YEAR\...\FILENAME.DWG

**SHEET
1 OF 1**



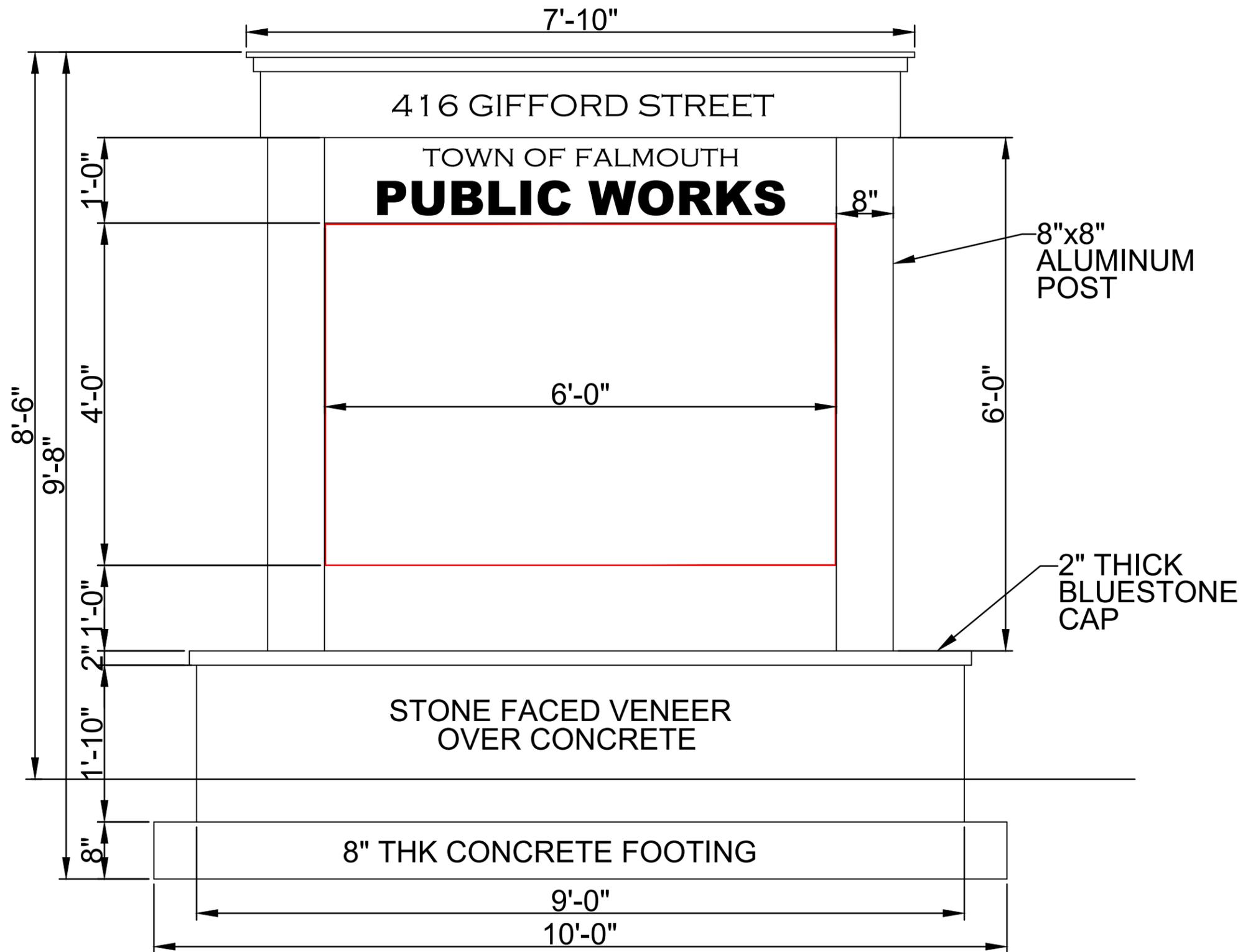
DATE	BY	REVISION

TOWN OF FALMOUTH
 DEPARTMENT OF
 PUBLIC WORKS
 ENGINEERING DIVISION
 416 GIFFORD STREET
 FALMOUTH, MA 02540
 508-457-2543

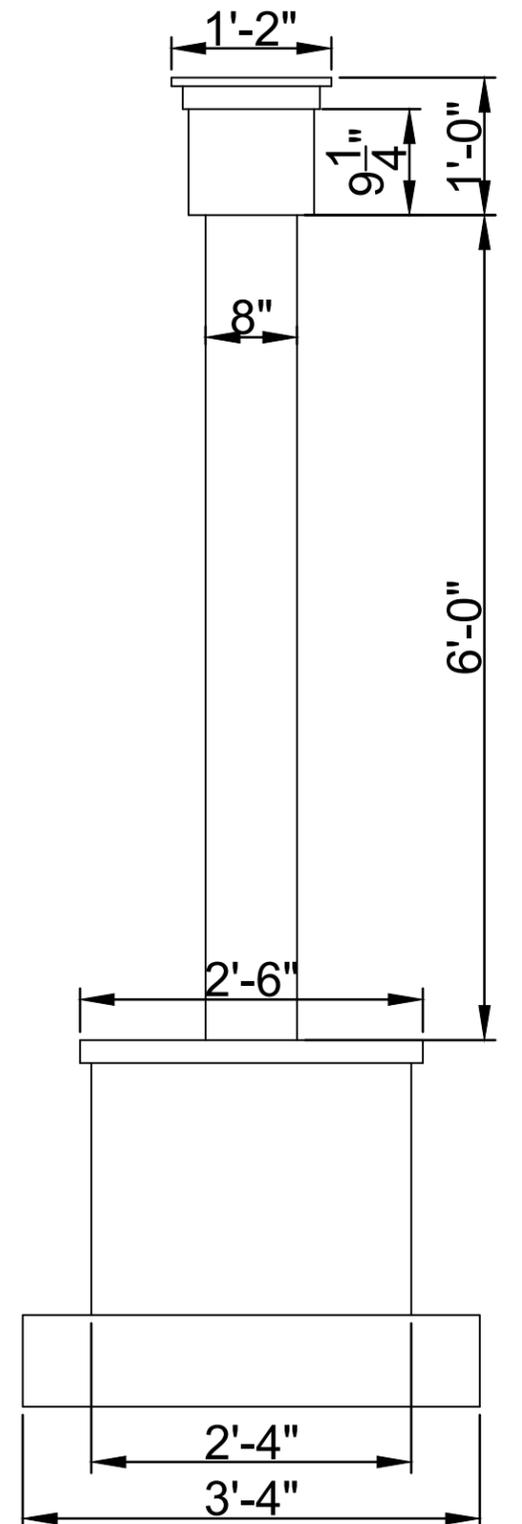


PROPOSED SIGN DETAIL PLAN
 FALMOUTH PUBLIC WORKS DEPARTMENT
 416 GIFFORD STREET

DESIGN: PMM	DATE : MAY 5, 2025
DRAWN: PMM	SCALE: 1"=20'
CHECKED: SC	
Drawing: Gifford St \2025\Exist Cond. Plan	
SHEET 1 OF 1	



SIGN ELEVATION
SCALE: 3/4" = 1'-0"



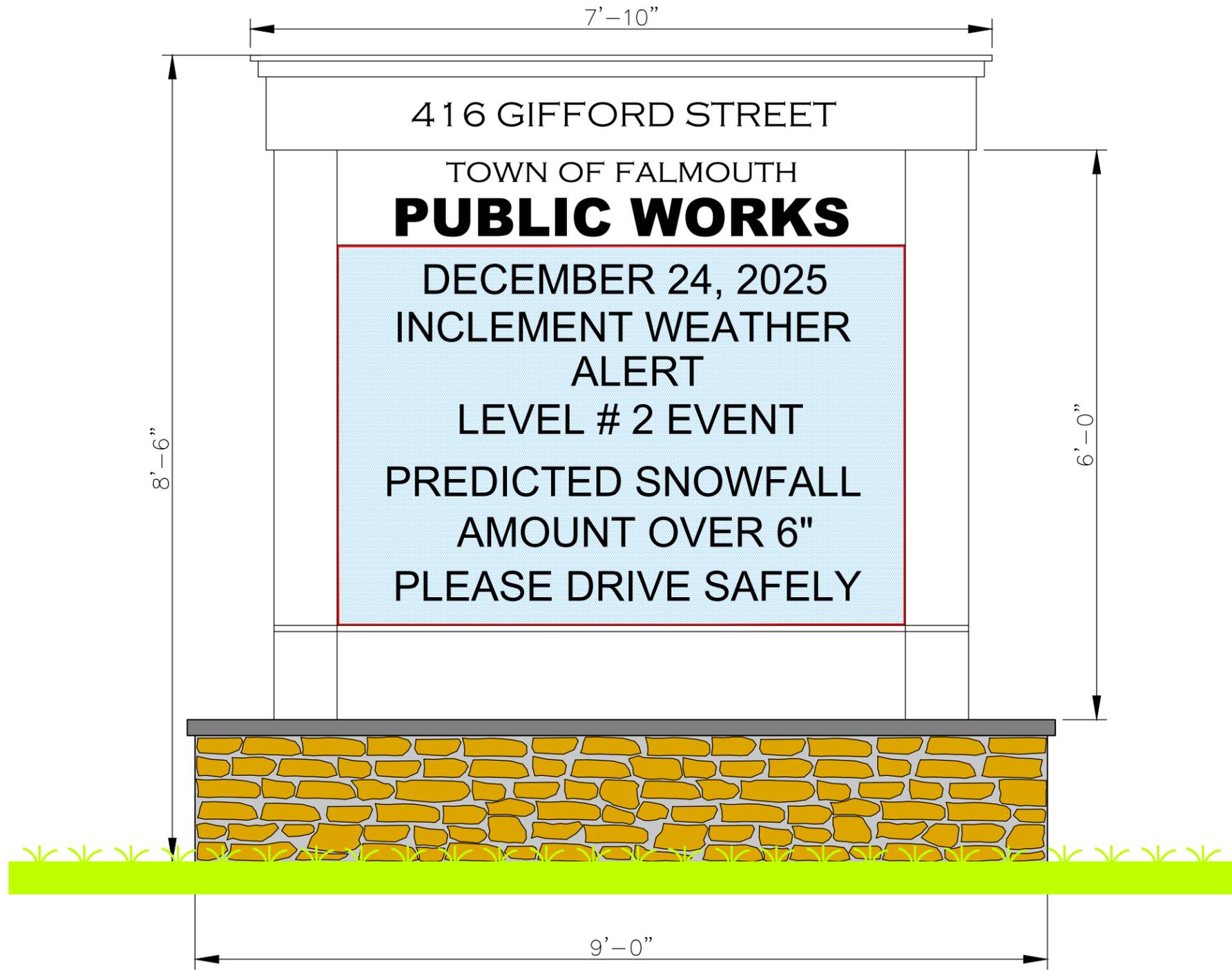
SIDE ELEVATION
SCALE: 3/4" = 1'-0"

DATE	BY	REVISION

TOWN OF FALMOUTH
DEPARTMENT OF
PUBLIC WORKS
ENGINEERING DIVISION
416 GIFFORD STREET
FALMOUTH, MA 02540
508-457-2543



PROPOSED DEPARTMENT SIGN FALMOUTH PUBLIC WORKS 416 GIFFORD STREET		
DESIGN: PMM	DATE : SEPT. 01, 2024	
DRAWN: PMM	SCALE: 3/4"=1'-0"	SHEET
CHECKED: SC		1 OF 1
DRAWING : STREET\YEAR\NAME.DWG		



MAY 5, 2025
 LEVEL # 2
 SIGNIFICANT DROUGHT
 DETERMINED FOR
 BARNSTABLE COUNTY
 SEE TOWN WEBSITE
 FOR DETAILS

EXAMPLE TEXT

MAY - JUNE
 ROAD CONSTRUCTION:
 WATER MAIN WORK
 SANDWICH ROAD
 PAVING OPERATIONS:
 MAIN STREET
 SURF DRIVE

EXAMPLE TEXT

			TOWN OF FALMOUTH DEPARTMENT OF PUBLIC WORKS		PROPOSED DEPARTMENT SIGN FALMOUTH PUBLIC WORKS 416 GIFFORD STREET		
			ENGINEERING DIVISION 416 GIFFORD STREET FALMOUTH, MA 02540 508-457-2543		DESIGN: PMM DRAWN: PMM CHECKED: SC	DATE : APRIL 12, 2025 SCALE: 3/4"=1'-0"	SHEET 1 OF 1
DATE	BY	REVISION				DRAWING : STREET\YEAR\NAME.DWG	



Item: 6.d.

ITEM REPORT

To: Town of Falmouth Select Board

Submitted By: Diane Davidson, Office Manager

Meeting Date: May 5, 2025

Department/Office: Town Manager/Select Board

Item Name: Consider a request from Falmouth Art Market for a waiver of the special event permit fee for the Art Market at Marina Park on Thursdays from 6/26/25 - 10/9/25 (**5 minutes**)

Purpose:

The Select Board will consider the approval of a request from Falmouth Art Market for a waiver of the special event permit fee for the Art Market at Marina Park on Thursdays from June 26, 2025 to October 9, 2025.

Background/Summary:

- The applicant submitted a letter requesting a waiver of the special event permit fees.
- The applicant donates all vendor fees to the Cultural Council. The revenue helps provide grants to local artists and supports cultural events in the community.
- In accordance with the approved fee schedule, the permit fee for this event is calculated based upon the following formula:
 - \$200/day x 16 days - \$3,200
 - First + Last day = \$400
 - 14 days x \$200 = \$28,00 - \$2,100 (75% reduction) = \$700
 - \$700 + 400 = \$1,100 permit fee
- Over the course of the previous eight years, the Select Board has voted to waive the permit fee for the past three years (2022-2024) and to reduce the permit fee to \$300 prior to that (2017 - 2021).

Recommended Actions:

Department Recommendation:

The Town Manager recommends that the Select Board approve the request from Falmouth Art Market to waive the special event permit fee for the Art Market at Marina Park from June 26 - October 9, 2025.

Options:

- Motion to approve the request from Falmouth Art Market to waive the special event permit fee for the Art Market at Marina Park from June 26 - October 9, 2025.
- Motion to deny the approval of the request from Falmouth Art Market to waive the special event permit fee for the Art Market at Marina Park from June 26 - October 9, 2025.
- Motion to reduce the special event permit fee to a certain Board-specified amount.

Town Manager's Comments:

The Town Manager recommends that the Select Board approve the request from Falmouth Art Market to waive the special event permit fee for the Art Market at Marina Park from June 26 - October 9, 2025.

Budget:

Applicable? (yes or no):

No

Budgeted? (yes or no):

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
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Finance Director's Comments (if applicable):

N/A

Attachments:

1. Falmouth Artisan Market Waiver

From: [Sarah](#)
To: [Diane Davidson](#)
Subject: [EXTERNAL] - Falmouth Artisan Market Waiver
Date: Monday, April 28, 2025 5:14:17 PM

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.

April 28, 2025

Town of Falmouth

Office of the Town Manager & Select Board

59 Town Hall Square

Falmouth, MA 02540

Dear Diane Davidson, Office Manager, & Select Board Members,

The Falmouth Art Market is a local fundraising partner of the Falmouth Cultural Council. This year, the Art Market will take place every Thursday from June 26, 2025, through October 9, 2025, at Marine Park. We would like to apply for a full waiver for this summer season, as we have received in the past.

All vendor fees are donated to the Cultural Council, and this revenue helps provide grants to local artists and supports cultural events in the community.

We hope you will consider our request.

Thank you,

Sarah Anne Glover

Coordinator, Falmouth Art Market

Alice Kociemba

Chair, Falmouth Cultural Council



ITEM REPORT

To: Town of Falmouth Select Board

Submitted By: Mike Renshaw, Town Manager

Meeting Date: May 5, 2025

Department/Office: Town Manager/Select Board

Item Name: Report/presentation of the draft of the Select Board handbook (20 minutes)

Purpose:

The Select Board will receive a report on the status of the drafting of the Select Board Handbook.

Background/Summary:

- During the December 7, 2024 Select Board workshop, the Board discussed the roles/responsibilities of the Select Board and supporting Town management.
- During the discussion, the creation of a Select Board handbook was considered, and Select Board members Mascali and Goldstone offered to draft a document for future consideration.

Recommended Actions:

Department Recommendation:

This item is for discussion purposes only; no formal Select Board action is being requested.

Options:

N/A

Town Manager's Comments:

This item is for discussion purposes only; no formal Select Board action is being requested.

Budget:

Applicable? (yes or no):

No

Budgeted? (yes or no):

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
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Finance Director's Comments (if applicable):

N/A

Attachments:

1. Draft FSB Handbook

INTRODUCTION

The Falmouth Select Board (“the FSB”) Manual (“the Manual”) is intended to serve as a brief guide for the members of the Board as to their roles, responsibilities, protocols and best practices as outlined.

The Manual will be reviewed annually by the FSB. Any revisions to the Manual will be approved by the FSB at a regularly scheduled meeting in June. Revisions will include, but not limited to, updates to policies and the FSB Meeting Calendar

OUR MISSION

To provide strong community leadership to ensure a high quality of life through the promotion of:

- An atmosphere for a good local economy
- Environmental stewardship
- Growth management
- Long term financial stability
- Professional, quality and accountable customer service to the residents of the Town
- Transparency and prompt responsiveness to community issues and concerns.

The FSB is committed to engaging all segments of our diverse community and promoting Town-wide consensus and unity of purpose acknowledging the importance of diversity, equity, inclusion and belonging.

Under the Massachusetts General Laws and the Falmouth Home Rule Charter (“the Charter”), the executive powers of the Town are vested in the five member Select Board. Members are elected for 3-year overlapping terms. The Select Board serves as the chief executive goal setting and policy making governmental body of the Town. The Board acts through the adoption of policy directives and guidelines which are implemented by the Town Manager, employees, and Town Staff as directed by the Town Manager.

POLICY LEADERSHIP

The FSB shall adopt a Strategic Plan of no less than five (5) years to be examined and modified, as needed, and evaluated for consistency with the Local Comprehensive Plan. The FSB is required to issue procedures to assure that the action of town agencies are periodically evaluated for consistency with the Strategic Plan and the Local Comprehensive Plan.

The FSB shall schedule public meetings with such other governmental bodies as it deems necessary and shall hold them jointly, for consideration of the Local Comprehensive Plan and other planning and policy initiatives. The FSB shall participate actively including joint public

meetings with the Planning Board in the formulation of the goals and policies set forth in the Local Comprehensive Plan in order to develop consensus whenever possible. The FSB shall meet with the Planning Board at least twice a year and with other public bodies as required by the Charter.

The FSB shall periodically review policy statements as set forth on the Town's website and shall issue policy statements which shall be binding on all town departments and governmental bodies.

FSB MEMBER QUALIFICATIONS/OATH OF OFFICE

In order to serve on the FSB, an individual must be a registered voter in Falmouth and must take an oath of office as required by law.

From the Town Clerk, newly qualified FSB members, by law, will receive and sign a receipt for a copy of the Massachusetts Open Meeting Law governing the conduct of Select Board meetings in general and Executive Sessions in particular.

FSB OFFICERS

Duties of the Chairperson

The Chairperson of the FSB has the same powers as any other member of the FSB to vote upon all measures coming before it, to offer resolutions and to discuss questions. The Chairperson will perform those duties that are consistent with their office and those required by law, state regulations and this Board. In carrying out these responsibilities, the Chairperson will:

- Sign the instruments, acts and orders necessary to carry out state requirements and the will of the Board.
- Collaborate with the Town Manager in the adoption of the Board's agenda.
- Confer with the Town Manager on crucial matters that may occur between Board meetings and along with the Town Manager and will expeditiously inform the other members of the FSB as to such crucial matters consistent with applicable laws, rules and regulations.
- Call special meetings of the Board as is necessary.
- Act as the public spokesperson for the Board at all times except as this responsibility is specifically delegated to others.
- Conduct FSB meetings in an orderly fashion.

As the presiding officer at all meetings of the Board, the Chairperson will:

- Call the meeting to order at the appointed time.
- Announce the business to come before the Board in its proper order.

- Enforce the Board’s policies relating to the order of business and the conduct of meetings.
- Recognize people who desire to speak and protect the speaker who has the floor from disturbance or interference.
- Explain what the effect of a motion would be if this is not clear to members.
- Restrict discussion to the question when a motion would be if this is not clear to members.
- Restrict discussion to the question when a motion is before the Board.
- Answer all parliamentary inquiries.
- Put a motion to a vote, stating definitely and clearly the vote and result thereof.

Duties of the Vice-Chairperson

The Vice-Chairperson of the Board will act in the absence of the Chairperson as the presiding officer of the Board and will perform such other duties as may be delegated or assigned by the chair.

FSB MEMBER AUTHORITY & DUTIES

Authority

Because all powers of the FSB derived from State laws are granted in terms of action as a group, members of the FSB have authority only when acting as Select Board legally in session. The FSB will not be bound in any way by any statement or action on the part of an individual member. No member of the Board, by virtue of their office, will exercise any administrative responsibility with respect to the Town or command the services of any Town employee. The FSB will function as a body and all policy decisions and other matters, as required by law, will be settled by an official vote of the Board sitting in formal session.

Duties

The duties and obligations of the individual Board member may be enumerated as follows:

- To work effectively with other Board members without trying either to dominate the Board or neglect his or her share of the work.
- To be prepared for each meeting with demonstrated familiarity with meeting materials.
- To respect the privileged communication that exists in executive sessions by maintaining strict confidentiality on matters discussed in these sessions, except that which becomes part of the public record, once it has been approved for release.
- To vote and act impartially for the good of the citizens of Falmouth.

- To accept the will of the majority vote in all cases, and to remember that they are one of a team and must abide by, and carry out, all Board decisions once they are made.
- To represent the Board and the Town to the public in a way that promotes interest and support.

NEW FSB MEMBER ORIENTATION

Upon election to the Falmouth Select Board, new members will receive the Onboarding Packet which includes selected sections of the Charter, updated organizational charts, selected FSB policies, The Local Comprehensive and Strategic Plans, the Capital Improvement Plan, the Capital Facilities (Finance) Plan, an Overview of Proposition 2 ½ and the Tax Levy, the Committee List and the Committee Handbook. All newly elected FSB members are encouraged to meet with the Town Manager and various department heads such as Finance, Police, Fire, DPW and Facilities. Tours of public facilities can be arranged so that new members have familiarity with Town operations. It is important to understand the FSB's functions, policies and procedures as soon as after election as possible.

Powers of Appointment

The Town Manager shall be appointed as set forth in Article V of the Charter by a vote of the FSB based on educational, executive and administrative qualifications and experience as set forth in the Charter.

In addition, according to the Charter, the FSB shall appoint\

- A Town Accountant
- Three (3) members of a Board of Registrars
- Election officers
- Town Constables

The FSB shall have the power to appoint a town governmental body as provided in Article VII
The FSB shall have the power to appoint ad hoc governmental bodies and to define their duties, set the limits for the scope of their responsibilities and the terms of their existence.

Evaluation of the Town Manager

Evaluation of the Town Manager shall occur pursuant to terms of the Town Manager contract.

FSB PROTOCOLS

Members of the FSB will abide by the following protocols as individuals and as a board:

- The FSB and Town Manager represent the needs and interests of all citizens and strive to make decisions and take actions that enhance the quality of life in the Town of Falmouth

while providing municipal services the limitations of a voter-approved budget at Town Meeting.

- Members of the Board will make no independent commitments or take any independent actions outside of Board approved motions. When FSB members attend meetings of other committees or boards, they will speak as individuals. They may only speak for the Board when designated to represent the Board. FSB members shall recognize that authority rests with the decision of the FSB.
- FSB members will establish a vision, create policy and assure accountability to sustain continuous delivery of municipal services.
- Members agree to leave the day-to-day operations, including business transactions, to the Town Manager and staff. It is the FSB's responsibility to evaluate the Town Manager's effectiveness in these matters.
- FSB members recognize the Chairperson as the official voice of the FSB.
- Recognizing the importance of proactive communication and avoiding surprises, FSB members will, when possible, contact the FSB Chair in advance of a meeting if they have questions or concerns about an agenda item, or they will ask the Chair at least four (4) days prior to a meeting that an item be placed on the agenda.
- FSB members will attend meetings on time, be well-prepared to discuss agenda items, and treat one another with respect at all times.
- While at meetings, members will stay focused on the agenda items and will not engage in communications outside of the agenda item being discussed. When making decisions, FSB members will keep an open mind, utilizing the best information available including research, best practices, public input and financial considerations. Members will debate issues and not each other. Members will analyze carefully and debate fully, whenever necessary, prior to making decisions.
- FSB members will vote according to their convictions, will avoid bias and will uphold and support the decisions of the majority of the FSB once a decision has been made. Positions will not be used for personal or partisan gain.
- All members will maintain the confidentiality of privileged information and will respect the Open Meeting Law. Violations of the Executive Session portion of the Open Meeting Law will be reported to the Massachusetts Attorney General's Office for investigation.
- Members will refer constituent issues relating to Town personnel to the Town Manager.
- Members recognize the importance of honoring the agreed upon operating protocols and norms and agree to take responsibility for reminding one another when discussions get off track.

Behavior at Public Meetings

The Chair of the FSB should be particularly careful in ruling a member out of order, and members should understand the consequences of some of the disturbing behaviors that could diminish their credibility. Some of those behaviors common in public boards include:

1. Returning continuously to a point that has been addressed or dismissed.
2. Vanity time or self-promotion before the audience or a special constituency.

3. Promoting oneself at the expense of other members (For example, a member who insists that, "I'm the only person on this board who cares about people.")
4. Disparaging any other member.
5. Lack of attentiveness to colleagues or speakers by diverting to electronic diversions like computers, cell phones, pads or other devices.
6. Inability to stop talking.

The same standards apply to the public. Additionally, certain behaviors are considered "out of order" based on Robert's Rules or Order. Most frequent include:

1. Making a personal or ad-hominem attack against a member or another person.
2. Attacking a member's motives (as opposed to the purpose of the motion),
3. Overt rudeness.
4. Disturbing the assembly, including being disruptive.

COMMUNICATION

Communication with outside institutions

FSB members may be called upon to represent the town to outside institutions, such as agencies or community organizations. In such a capacity, the member will be mindful to represent the FSB as a whole. Additionally, it is important to report in a timely manner to the rest of the Board and the community during our public meetings on the content of those meetings and future actions.

Social Media

Elected officials have an unrestricted right to use their personal internet or e-mail accounts to establish blogs, social media sites, or other vehicles, however, they should be mindful that:

- All communications made electronically in their capacity as a public official is considered public even when using a personal email account or a blog. This includes responding to constituents with your personal, rather than public email account.
- Using social media to mobilize opposition to your colleagues or to undermine their credibility, while allowable under the principles of free speech, may undermine your ability to serve effectively with them on the board.
- While public figures like elected officials, including the FSB, are subject to the criticism and attack in various forms of media, most of the Town employees are not public figures and comments constituting libel or slander could result in action against the public office holder.

FSB members must be prepared to deal with the consequences of their blogs. Facebook pages, letters to the editor, or other items distributed electronically.

FSB MEETINGS

The FSB typically holds its public meetings on alternate Mondays of the month and as otherwise needed with particular attention paid to certain religious holidays upon which no public meetings should be scheduled

An Executive Session, when necessary, is held at the beginning of the public meeting; however, at the Chairpersons discretion it could be held at a different time in accordance with applicable law. In case of conflict, the Board will reschedule any meeting based on the availability of the members.

In addition to its regular meetings, the FSB will hold special meetings throughout the year including a goal-setting workshop, and budget review with leadership and budget presentations from Department Heads.

The FSB will transact all business at official meetings of the Board. These may be either regular or special meetings, defined as follows:

1. Regular meeting: the usual official legal action meeting, held regularly.
2. Special meeting: an official legal action meeting called between scheduled regular meetings to consider specific topics.
3. Executive Sessions: Pursuant to M.G.L. c. 30A § 21, the FSB has the right to convene in a closed executive session for the following reasons **only**:
 - The reputation, character, physical condition or mental health, rather than the professional competence, of a single individual, or the discipline or dismissal, including the hearing of charges against, a member of the FSB , an employee or other individual. The individual has certain rights enumerated in the law including requiring the FSB to hold an open session should the individual so request.
 - Strategy with respect to non-union negotiations or to conduct collective bargaining sessions with non-union personnel.
 - Strategy with respect to collective bargaining or litigation, if an open meeting might have a detrimental effect. Collective bargaining may also be conducted.
 - The deployment of security personnel or devices.
 - Allegations of criminal misconduct or to discuss the filing of criminal complaints.
 - Transactions of real estate, if an open meeting might be detrimental to the negotiating position of the FSB or another party.
 - To comply with the provisions of any general or specific law of federal grant-in-aid requirements.
 - To meet or confer with a mediator with respect to any litigation or public business.
 - To discuss trade secrets or confidential competitively sensitive or other proprietary information conducted by a governmental body as an energy supplier.

FSB AGENDAS

The Chairperson of the FSB, collaborating with the Town Manager will arrange the order of items on the meeting agenda so that the Board can accomplish its business as expeditiously as possible. The order may vary from meeting to meeting in keeping with the business at hand.

The Chair will present a draft Planning Calendar for the upcoming year, which includes those items that require annual review and/or presentations. Such items include but are not limited to department reports and reports of committees.

Agenda items may be suggested by any FSB member. The inclusion of such items, however, will be at the discretion of the Chairperson of the Board, except that a member of the FSB can request at a public meeting that a particular matter be placed on an upcoming FSB agenda. The agenda may provide for time when any citizen who wishes may speak briefly before the FSB for a limited time of two minutes unless otherwise noted by the Chairperson in accordance with town policy.

The agenda, together with supporting materials, will be distributed to FSB members at least four (4) days prior to the meeting to permit adequate time to prepare for the meeting. If the need arises for additional item (s) and supporting materials to be added to the agenda outside the constraint referenced above, the Chairperson of the FSB shall alert members to the changes to the agenda and supporting materials and provide the documents electronically as soon as possible prior to the meeting.

Current and past agendas, and meeting materials are posted on the town website.

Public Comment at FSB Meetings

All regular and special meetings of the FSB shall be open to the public but are not public hearings unless so designated and advertised as such. Executive Sessions will be held only as prescribed by the Massachusetts General Laws of the Commonwealth of Massachusetts. The FSB encourages citizens to attend its meetings so that they may become better acquainted with town operations. Citizens may wish to share their comments with the Board publicly. In doing so, they must abide by the Select Board Public Comment Policy as posted on the Select Board page of the Town of Falmouth webpage under policies.

Code of Conduct

1. Relationship with the community

- a. Policy Not Administration
- b. Be a good teammate
- c. Represent the entire community
- d. Be an ethical leader

2. Relationship with the Town Manager

- a. Understand the FSB role as policy maker and the Town manager's role as administrator
- b. Stay in your lane and observe the chain of command
- c. Allow the Town manager to discharge his/her responsibilities

- d. Do not provide instructions to department heads but work through the Town manager

3. Relationship with fellow FSB members

- a. Government by committee, not individuals
- b. Do not pre-judge a vote or position until hearing comment and results of deliberations
- c. Be careful to not violate the confidentiality of an Executive Session
- d. Refrain from discussing the position of the FSB or individual members without specific authorization
- e. Treat all members and their differing positions with respect

4. Relationship with Town Staff

- a. Treat staff with professionalism, clarity and honesty
- b. Work through the FSB and the Town's approved chain of command in seeking information and keep the Town Manager informed
- c. Do not criticize individual employees in public
- d. Any and all staff requests must go through the Town Manager
- e. Share any communications from staff members with the entire FSB
- f.

5. The Chair's relationship with the Public, the FSB and Town Staff

- a. Draft meeting agenda in consultation with the Town manager based on the Charter, the strategic plan and by-laws
- b. Be responsive to requests from other members of the FSB for information and the ability to request agenda items
- c. Be consistent and fair in conduction and leading the meeting
- d. Serve as spokesperson on behalf of the FSB

Adopted by the Select Board on 2025.



ITEM REPORT

To: Town of Falmouth Select Board

Submitted By: Mike Renshaw, Town Manager

Meeting Date: May 5, 2025

Department/Office: Town Manager/Select Board

Item Name: Discuss the impacts of the proposed MassDevelopment study to examine the feasibility of moving the Cape Cod Gateway Airport to Joint Base Cape Cod (**10 minutes**)

Purpose:

The Town Manager will lead a discussion with the Select Board concerning a vote by the Barnstable Town Council to request MassDevelopment, the state's development finance agency and land bank, to conduct a feasibility study of having a combined military and civilian airport at Joint Base Cape Cod.

Background/Summary:

- During its meeting on January 30, 2025 the Barnstable Town Council voted (7 yes and 5 nay) to send a letter to MassDevelopment (see attached) requesting that it undertake a feasibility study on the establishment of a joint civilian and military airport at Joint Base Cape Cod as a part of MassDevelopment's master planning process of the base.
- The Town Manager's office has received emails from residents within the Ballymeade community expressing concern over the potential for increased traffic and aircraft noise, in effect having the potential to create a "Logan South" and having negative impacts on the quality of life for Falmouth residents.
- Air traffic safety is also a concern when combining military and civilian operations, considering the large number of life-saving missions flown by the Coast Guard out of Joint Base Cape Cod.
- A resident of Ballymeade has recently made a request that the Select Board consider writing a letter to MassDevelopment opposing the placement of a combined military and civilian airport at Joint Base Cape Cod.
- For reference, runway lengths are as follows:
 - Cape Cod Gateway: 5,425 feet and 5,253 feet
 - TF Green (Providence, RI): 8,700 feet and 6,081 feet
 - Joint Base Cape Cod: 9,501 feet and 8,000 feet
 - Logan International: 10,083 feet and 10,000 feet (plus other shorter runways)

Recommended Actions:

Department Recommendation:

This item is for discussion purposes only.

Although no formal action is being requested, the Town Manager will take direction from the Board concerning its desire to send a letter to MassDevelopment opposing the placement of a combined civilian and military airport at Joint Base Cape Cod.

Options:

N/A

Town Manager's Comments:

This item is for discussion purposes only.

Although no formal action is being requested, the Town Manager will take direction from the Board concerning its desire to send a letter to MassDevelopment opposing the placement of a combined civilian and military airport at Joint Base Cape Cod.

Budget:

Applicable? (yes or no):

No

Budgeted? (yes or no):

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
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Finance Director's Comments (if applicable):

N/A

Attachments:

1. Barnstable Town Council Letter to MassDevelopment 01.30.25

B. NEW BUSINESS (May be acted upon) (Majority vote)

BARNSTABLE TOWN COUNCIL

**ITEM# 2025-071
INTRO: 01/30/2025**

**2025-071 RESOLVE APPROVING A LETTER REQUESTING MASSDEVELOPMENT
CONDUCT A FEASIBILITY STUDY ON ESTABLISHING A JOINT MILITARY
AND CIVILIAN AIRPORT AT JOINT BASE CAPE COD**

RESOLVED: That the Town Council does hereby approve sending a letter, in the form attached to this Resolve as Attachment A, to MassDevelopment requesting it undertake a feasibility study on establishing a joint civil and military airport at Joint Base Cape Cod (JBCC), as part of MassDevelopment’s master planning process for the cantonment area of JBCC, and authorizes the Town Council President to sign such letter on behalf of the Town Council.

SPONSOR: Betty Ludtke, Councilor, Precinct 3

DATE	ACTION TAKEN
_____	_____
_____	_____

- ___ Read Item
- ___ Rationale
- ___ Council Discussion
- ___ Vote

ATTACHMENT A

January 31, 2025

Ms. Navjeet Bal
President and Chief Executive Officer
MassDevelopment
99 High Street
Boston, MA 02110

Dear Ms. Bal,

On behalf of the Town Council of the Town of Barnstable, I write to request that MassDevelopment include a feasibility study on establishing a joint military and civil airfield at Joint Base Cape Cod (JBCC) as part of its master planning effort for the cantonment area of JBCC. We understand that your agency issued a Request for Proposals on December 9, 2024, for this master planning effort.

A joint civil and military airport at JBCC would lend aviation-related economic development to your master planning effort and complement the existing U.S. Coast Guard and Massachusetts Army National Guard aviation missions. There are many joint civil and military airports currently operating that could inform that aspect of the study. We believe the potential regional benefits of a joint civil and military airport warrant a careful and thorough examination, and we support adding such a study to your current planning effort. A feasibility study should include an analysis of the various issues associated with such an endeavor, including, for example, financial issues, legal considerations, operational capacity, regional benefit, community support, JBCC support and environmental impact.

Thank you for your consideration of this request.

Sincerely,

Craig Tamash
President, Barnstable Town Council

cc: State Senator Julian Cyr
State Representative Kip Diggs
Barnstable County Board of Regional Commissioners
Kristy Senatori, Executive Director, Cape Cod Commission



Item: 7.a.1.

ITEM REPORT

To: Town of Falmouth Select Board

Submitted By: Diane Davidson, Office Manager

Meeting Date: May 5, 2025

Department/Office: Town Manager/Select Board

Item Name: Consider a vote to approve an application for a Sunday Entertainment License - Buzzards Bay Coalition - MBL, Swope Center, 5 North Street, Woods Hole - Sunday, 10/5/25 - 1:00 p.m. to 5:00 p.m.

Purpose:

The Select Board will consider the approval of an application for a Sunday Entertainment License from Buzzards Bay Coalition for the Buzzards Bay Watershed Ride finish line gathering at MBL Swope Center, 5 North Street, Woods Hole on Sunday, October 5, 2025 from 1:00 p.m. to 5:00 p.m.

Background/Summary:

- Applicant Kate Reilly of the Buzzards Bay Coalition submitted the application for a Sunday Entertainment License.
- The event pertaining to this license, titled Buzzards Bay Watershed Ride, will be held on Sunday, October 5, 2025 from 1:00 p.m. to 5:00 p.m.
- The entertainment will be held indoors at the MBL Swope Center, 5 North Street, Woods Hole.
- The event was reviewed and discussed by the Internal Working Group for Special Events at its meeting on Wednesday, April 2, 2025, and the Working Group recommended approval.

Recommended Actions:

Department Recommendation:

The Town Manager recommends that the Select Board approve the application for a Sunday Entertainment License - Buzzards Bay Coalition for the Buzzards Bay Watershed Ride finish line gathering to be held at MBL Swope Center, 5 North Street, Woods Hole on Sunday, October 5, 2025 from 1:00 p.m. to 5:00 p.m.

Options:

- Motion to approve the application for a Sunday Entertainment License - Buzzards Bay Coalition for the Buzzards Bay Watershed Ride to be held at MBL Swope Center, 5 North Street, Woods Hole on Sunday, October 5, 2025 from 1:00 p.m. to 5:00 p.m.
- Motion to deny approval of the application for a Sunday Entertainment License - Buzzards Bay Coalition for the Buzzards Bay Watershed Ride to be held at MBL Swope Center, 5 North Street, Woods Hole on Sunday, October 5, 2025 from 1:00 p.m. to 5:00 p.m.
- Select Board defined alternative.

Town Manager's Comments:

The Town Manager recommends that the Select Board approve the application for a Sunday Entertainment License - Buzzards Bay Coalition for the Buzzards Bay Watershed Ride finish line gathering to be held at MBL Swope Center, 5 North Street, Woods Hole on Sunday, October 5, 2025 from 1:00 p.m. to 5:00 p.m.

Budget:

Applicable? (yes or no): No.

Budgeted? (yes or no): No.

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
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Finance Director's Comments (if applicable): N/A.

Attachments:

1. SUNDAY ENTERTAINMENT LICENSE REVIEW FORM - Buzzards Bay Coalition 2025
2. Sunday Entertainment-Buzzards Bay Watershed Ride
3. Permit-2025-Buzzards Bay Watershed Ride

Date: _____

LICENSE APPLICATION REVIEW FORM

Applicant: _____

Event: _____

Location: _____

Date: _____ **Time:** _____

License Type:

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

Police _____

Fire _____

Health _____

Building _____

Communications _____

NOTES: _____

THE COMMONWEALTH OF MASSACHUSETTS
OF _____



State Fee, \$ _____
Municipal Fee, \$ _____

LICENSE

For
PUBLIC ENTERTAINMENT ON SUNDAY

The Name of the Establishment is _____ in or on the property at No. _____ (address)

The Licensee or Authorized representative, _____ in

accordance with chapter 136 of the General Laws, as amended, hereby request a license for the following program or entertainment:

DATE	TIME	Proposed dancing or game, sport, fair, exposition, play, entertainment or public diversion

Hon. _____ Mayor/ Chairman of Board of Selectman, _____ (City or Town)

Fees per occurrence (Individual Sunday(s)): Regular Hours (Sunday 1:00pm – Midnight): \$2.00 Special Hours (Sunday 12:00 am- Midnight): \$5.00. Annual Fee (For Operating on every Sunday in calendar year): Regular Hours (Sunday 1:00pm – Midnight): \$50.00 Special Hours (Sunday 12:00 am- Midnight): \$100.00

This license is granted and accepted, and the entertainment approved, upon the understanding that such entertainment that the licensee shall comply with the laws of the Commonwealth applicable to licensed entertainments, and also to the following terms and conditions: The licensee shall at all times allow any person designated in writing by the Mayor, Board of Selectmen, or Commissioner of Public Safety, to enter and inspect his place of amusement and view the exhibitions and performances therein; shall permit regular police officers, detailed by the Commissioner of Public Safety or Chief of the local Police Department to enter and be about this place of amusement during performances therein; may employ to preserve order in his place of amusement only regular or special police officers designated therefore by the Chief of Police, and shall pay to said Chief of Police for the services of the regular police officers such amount as shall be fixed by him; shall permit at all times to enter and be about his place of amusement such members of the Fire Department as shall be detailed by the Chief of the Fire Department to guard against fire; shall keep in good condition, go as to be easily accessible, such standpipes, hose, axes, chemical extinguishers and other apparatus as the fire department may require; shall allow such members of the fire department in case of any fire in such place, to exercise exclusive control and direction of his employees and of the means and apparatus provided for extinguishing fire therein; shall permit no obstruction of any nature in any aisle, passageway or stairway of the licensed premises, nor allow any person therein to remain in any aisle passageway or stairway during an entertainment; and shall conform to any other rules and regulations at any time made by the Mayor or Board of Selectmen. This license shall be kept on the premise where the entertainment is to be held, and shall be surrendered to any regular police officer or authorized representative of the Department of Public Safety. This license is issued under the provisions of Chapter 136 of the General Laws, as amended, and is subject to revocation at any time by the Mayor, Board of Selectmen, or Commissioner of Public Safety.

Do not write in this box

This application and program must be signed by the licensee or authorized representative of entertainment to be held. No Change to be made in the program without permission of the authorities granting and approving the license.

THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE ON THE PREMISES



Town of Falmouth

Office of the Town Manager and Select Board
 59 Town Hall Square · Falmouth, MA 02540
 (508) 495-7320 · townmanager@falmouthma.gov

SPECIAL EVENT PERMIT

Event Name	Buzzards Bay Watershed Ride
Type of Event	Cycling fundraiser
Applicant Name	Buzzards Bay Coalition, Nina Chomak
Mailing Address	114 Front Street, New Bedford, MA 02740
Event Day & Date	Sunday, October 5, 2025
Rain Date	None
Event Location	Shining Sea Bike Path. End at MBL Swope Center, 7 MBL Street, Woods Hole.
Event Hours	1:00 p.m. to 6:00 p.m.
Set-Up / Break Down	10/5 – 10:00 a.m. / 10/5 – 6:30 p.m.
Number of Attendees	500
Number of Vehicles	160
Parking Plan	MBL and WHOI lots. (See attached.)
Signs	Yes. (See locations, attached.)
Tents	Yes. 10' x 10'.
Food / Beverages	Yes. (Catered by Swope Center.)
Alcohol	Yes. (Catered by Swope Center.)
Entertainment	Yes. (Live band at Swope Center.)
Additional Details	Organizer will request police details at Railroad & Water St. and at Water St. and MBL St.
Standard Conditions	<ol style="list-style-type: none"> 1. Contact the following Town Departments 30 days prior to event: <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Police Detail Sergeant for public safety requirements. <input checked="" type="checkbox"/> Fire Department for EMS or fire detail coordination. <input type="checkbox"/> Fire Department for inspection of food trucks. <input checked="" type="checkbox"/> Inspectional Services for tent permit and inspection for tents greater than 400 sq. ft. with sides, or 700 sq. ft. without sides. <input checked="" type="checkbox"/> Inspectional Services for sign permit. <input type="checkbox"/> Health Department for temporary food permit and to schedule inspection. <input type="checkbox"/> Recreation Department to reserve field/ball field. <input type="checkbox"/> Recreation Department to pick up key to access electricity at band shell. 2. No permanent markings on pavement. 3. Follow the "Recycling Instructions for Special Events", attached. 4. Check the location following the event to clean up any litter or debris.
Special Conditions	<ol style="list-style-type: none"> 1. Apply for sign permit with Inspectional Services Department on line through PermitEyes. A sign variance approval will be required by Select Board.
Insurance Certificate	Naming the Town of Falmouth as additional insured.
Fees	Filing: \$10.00 · Permit: \$200.00 · Deposit: \$300.00 (separate check)

APPROVED:

 Town Manager

4/8/2025

 Date



BOARD OF DIRECTORS

David Croll, Chair
Mike Huguenin, Vice-Chair
Chris Schade, Treasurer
Melissa Haskell, Clerk
Mark Rasmussen, President
Mike Angelini
Laura Brenninkmeyer Nielsen
Julius Britto
Virginia Clark
Doug Crocker
Don Dufault
Paul Elias
Neil Kamal Ganju, Ph.D.
Peter Grauer
Emma Green-Beach
Kendra Medina
Chris Neill, Ph.D.
Christine Parks
Skylah Reis
Scott Zeien

March 13, 2025

Falmouth Select Board
Falmouth Town Hall
59 Town Hall Square
Falmouth, MA 02540

Dear Select Board,

We are reaching out to request use of public roads and the Shining Sea Bikeway for the **Buzzards Bay Coalition Watershed Ride** – an annual fundraising bicycling event – on **Sunday, October 5, 2025**. This will be the 19th year of this important fundraiser to protect clean water in Falmouth, and all of Buzzards Bay. (www.savebuzzardsbay.org/ride)

We'll use the same route as previous years - and as always, we'll assign volunteers to the critical turns to ensure our cyclists pass smoothly through the route. Please see attached for full cue sheet for the event. We expect to have around 400 cyclists passing through town between 1:00-5:00pm.

The longest route, the 100-mile route, will begin at 7:30am in Sakonnet Point, RI and will end at 5pm at the Swope Center in Woods Hole. All finish line festivities (food, beverage, restrooms, tables, and chairs) will be run by the Swope Center at MBL and their professional catering, security, and facilities services. In previous years we have had **police details at Railroad & Water St and at Water and MBL St** that we plan to repeat.

We also request permission to post **event signs and promotional signs**, please see attached schedule. All signs will be removed within 24 hours of the event's completion.

We appreciate the opportunity to showcase the scenic beauty of Falmouth during our Watershed Ride. Please let us know if you need additional information.

Many thanks,

A handwritten signature in blue ink, appearing to read "Kate Reilly".

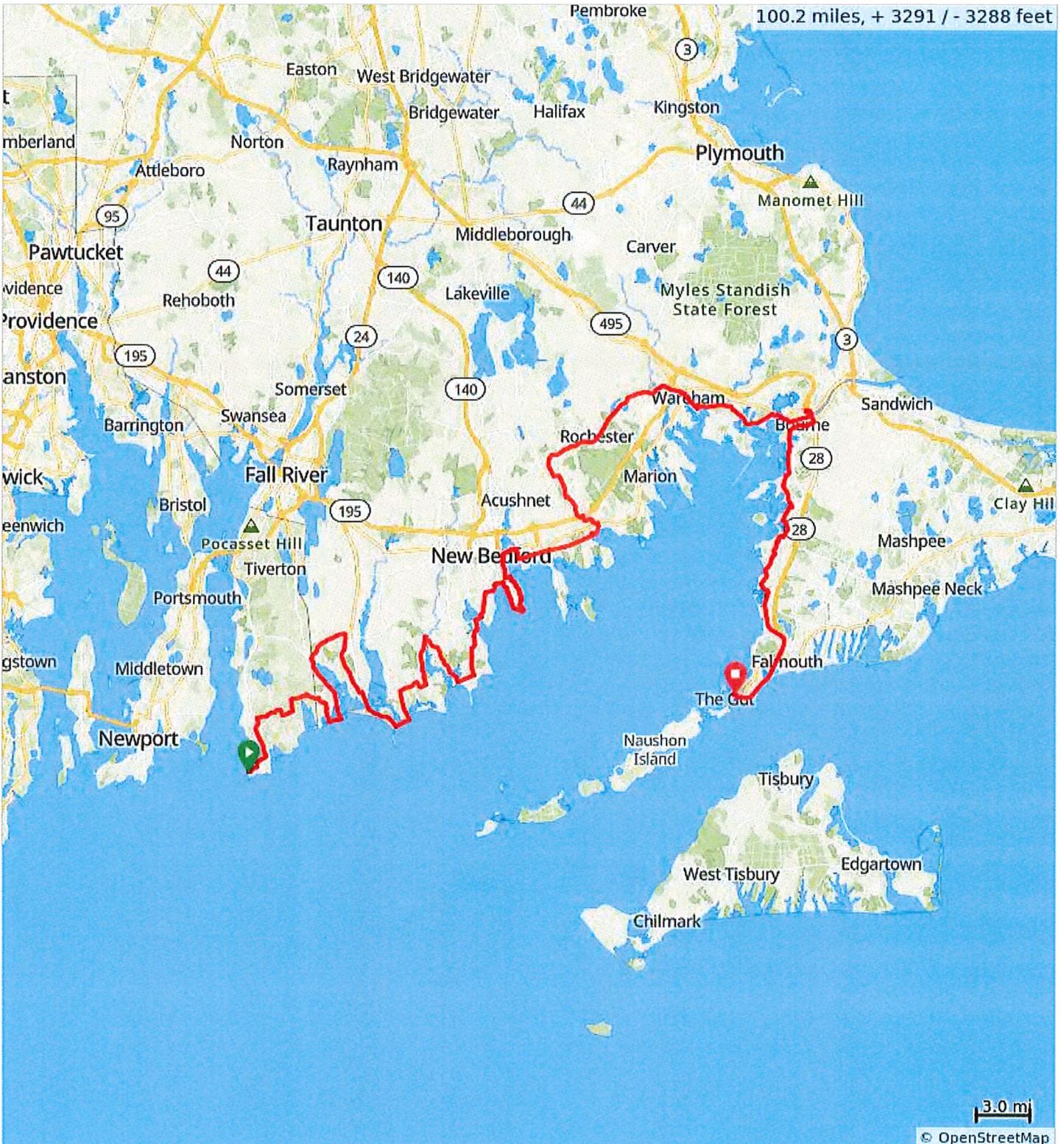
Kate Reilly
Events Manager
508-999-6363 x208

cc: Jeffrey Lourie, Chief of Police

2025 Buzzards Bay Watershed Ride



This is the route for the 19th Annual Buzzards Bay Watershed Ride, which will be held on Sunday, October 5, 2025.





Item: 7.b.1.

ITEM REPORT

To: Town of Falmouth Select Board

Submitted By: Phyllis Downey, Administrative Assistant

Meeting Date: May 5, 2025

Department/Office: Town Manager/Select Board

Item Name: Consider a vote to approve the petition by NSTAR Electric Company d/b/a Eversource Energy and Verizon New England, Inc. for permission to install 2 new JO poles to be labeled 25/41.5 approximately 50' (feet) west of existing pole 25/42 and 25/42.5 approximately 25' (feet) west of existing pole 25/43 and to relocate existing JO pole 25/42 approximately 20' (feet) west of its existing location. These pole locations are necessary to provide electric service to #556 Main Street.

Purpose:

The Select Board will consider the approval of a petition NSTAR Electric Company d/b/a Eversource Energy and Verizon New England, Inc. for permission to install 2 new JO poles to be labeled 25/41.5 approximately 50' (feet) west of existing pole 25/42 and 25/42.5 approximately 25' (feet) west of existing pole 25/43 and to relocate existing JO pole 25/42 approximately 20' (feet) west of its existing location.

The purpose is to provide electric service to #556 Main Street.

Background/Summary:

- Eversource submitted the petition on April 15, 2025.
- The installation and relocation are necessary to provide electric service to 556 Main Street.
- The Town Engineering Division reviewed the request on April 30, 2025, and is recommending approval.

Recommended Actions:

Department Recommendation:

The Town Manager is recommending that the Select Board approve the petition of NSTAR Electric Company d/b/a Eversource Energy and Verizon New England, Inc. for permission to install 2 new JO poles to be labeled 25/41.5 approximately 50' (feet) west of existing pole 25/42 and 25/42.5 approximately 25' (feet) west of existing pole 25/43 and to relocate existing JO pole 25/42 approximately 20' (feet) west of its existing location. These pole locations are necessary to provide electric service to #556 Main Street.

Options:

- Motion to approve the petition by NSTAR Electric Company d/b/a Eversource Energy and Verizon New England, Inc. for permission to install 2 new JO poles to be labeled 25/41.5 approximately 50' (feet) west of existing pole 25/42 and 25/42.5 approximately 25' (feet) west of existing pole 25/43 and to relocate existing JO pole 25/42 approximately 20' (feet) west of its existing location. These pole locations are necessary to provide electric service to #556 Main Street.
- Motion to deny the petition by NSTAR Electric Company d/b/a Eversource Energy and Verizon New England, Inc. for permission to install 2 new JO poles to be labeled 25/41.5 approximately 50' (feet) west of existing pole 25/42 and 25/42.5 approximately 25' (feet) west of existing pole 25/43 and to relocate existing JO pole 25/42 approximately 20' (feet) west of its existing location. These pole locations are necessary to provide electric service to #556 Main Street.

Town Manager's Comments:

The Town Manager is recommending that the Select Board approve the petition of NSTAR Electric Company d/b/a Eversource Energy and Verizon New England, Inc. for permission to install 2 new JO poles to be labeled 25/41.5 approximately 50' (feet) west of existing pole 25/42 and 25/42.5 approximately 25' (feet) west of existing pole 25/43 and to relocate existing JO pole 25/42 approximately 20' (feet) west of its existing location. These pole locations are necessary to provide electric service to #556 Main Street.

Budget:

Applicable? (yes or no):

No

Budgeted? (yes or no):

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
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Finance Director's Comments (if applicable):

Attachments:

1. Consent Agenda b. Administrative Orders #1 POLE HEARING 556 MAIN STREET
2. 566 Main Street - Recommendation by Engineering

PETITION FOR JOINT OR IDENTICAL POLE LOCATIONS
WO# 17779884



January 14, 2025

To the Select Board of Falmouth, Massachusetts.

**NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY
VERIZON NEW ENGLAND INC.**

request permission to locate poles, wires, cables and fixtures, including the necessary sustaining and protecting fixtures to be owned and used in common by your petitioners, along and across the following public way or ways:

Main Street, Falmouth

To install 2 new JO poles to be labeled 25/41.5 approximately 50' (feet) west of existing pole 25/42 and 25/42.5 approximately 25' (feet) west of existing pole 25/43. To relocate existing JO pole 25/42 approximately 20' (feet) west of its existing location.

Wherefore they pray that after due notice and hearing as provided by law, they be granted joint or identical locations for permission to erect and maintain poles, wires, and cables, together with such sustaining and protecting fixtures as they may find necessary, said poles to be erected substantially in accordance with the plan filed herewith marked **Plan# 17779884** Dated January 2, 2025.

Also for permission to lay and maintain underground cables, conduits, wires, and necessary equipment in the above or intersecting public ways for the purpose of making connections with the poles and buildings as each may desire for distributing purposes.

Your petitioners agree to reserve space for one crossarm at a suitable point on each of said poles for the fire, police, telephone and telegraph signal wires belonging to the municipality and used by it exclusively for municipal purposes.

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

By *Jessica Elder*
Right of Way Agent
Jessica Elder

VERIZON NEW ENGLAND INC.

By *Albert E. Bessette, Jr.*
Manager-Right of Way

Eversource Energy
50 Duchaine Blvd.
New Bedford, MA 02745
Attn: Jessica Elder

**FORM OF ORDER FOR JOINT OR IDENTICAL POLE LOCATIONS
WO# 17779884**

SELECT BOARD FOR THE TOWN OF FALMOUTH, MASSACHUSETTS.

Notice having been given and a public hearing held, as provided by law,
IT IS HEREBY ORDERED:

**that NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY and
VERIZON NEW ENGLAND INC.**

be and they are hereby granted joint or identical locations for permission to erect and maintain poles and their respective wires and cables to be placed thereon, together with such sustaining and protecting fixtures as said Companies may deem necessary, in the public way or ways hereinafter referred to, as requested in petition of said Companies dated the 14th day of January 2025.

All construction under this order shall be in accordance with the following conditions:

Poles shall be of sound timber and reasonably straight and shall be set substantially at the points indicated upon the plan marked **Plan No. 17779884** Dated January 2, 2025 filed with said petition. There may be attached to said poles by said **VERIZON NEW ENGLAND, INC.** not to exceed 40 wires and 4 cables and by said **NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY** necessary wires, cables and fixtures

and all said wires and cables shall be placed at a height of not less than 18 feet from the ground at highway crossings, and not less than 16 feet from the ground elsewhere.

The following are public ways or parts of ways along which the poles above referred to may be erected, and the number of poles which may be erected thereon under this order:

Main Street, Falmouth

To install 2 new JO poles to be labeled 25/41.5 approximately 50' (feet) west of existing pole 25/42 and 25/42.5 approximately 25' (feet) west of existing pole 25/43. To relocate existing JO pole 25/42 approximately 20' (feet) west of its existing location.

Three (3) JO Poles 25/41.5, 25/42, & 25/42.5

These pole locations are necessary to provide electric service to #556 Main Street.

Also that permission be and hereby granted to each of said companies to lay and maintain underground cables, conduits, wires, and necessary equipment in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each may desire for distributing purposes.

I hereby certify that the foregoing order was adopted at a meeting of the Select Board for the Town of Falmouth, Massachusetts held on the 5th day of May 2025.

Clerk of Select Board

Clerk of Select Board
ROW Manager- Verizon
44 Old Townhouse Rd
S. Yarmouth, MA 02664

**FORM OF ORDER FOR JOINT OR IDENTICAL POLE LOCATIONS
WO# 17779884**

SELECT BOARD FOR THE TOWN OF FALMOUTH, MASSACHUSETTS.

**Notice having been given and a public hearing held, as provided by law,
IT IS HEREBY ORDERED:**

**that NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY and
VERIZON NEW ENGLAND INC.**

be and they are hereby granted joint or identical locations for permission to erect and maintain poles and their respective wires and cables to be placed thereon, together with such sustaining and protecting fixtures as said Companies may deem necessary, in the public way or ways hereinafter referred to, as requested in petition of said Companies dated the 14th day of January 2025.

All construction under this order shall be in accordance with the following conditions:

Poles shall be of sound timber and reasonably straight and shall be set substantially at the points indicated upon the plan marked **Plan No. 17779884** Dated January 2, 2025 filed with said petition. There may be attached to said poles by said **VERIZON NEW ENGLAND, INC.** not to exceed 40 wires and 4 cables and by said **NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY** necessary wires, cables and fixtures

and all said wires and cables shall be placed at a height of not less than 18 feet from the ground at highway crossings, and not less than 16 feet from the ground elsewhere.

The following are public ways or parts of ways along which the poles above referred to may be erected, and the number of poles which may be erected thereon under this order:

Main Street, Falmouth

To install 2 new JO poles to be labeled 25/41.5 approximately 50' (feet) west of existing pole 25/42 and 25/42.5 approximately 25' (feet) west of existing pole 25/43. To relocate existing JO pole 25/42 approximately 20' (feet) west of its existing location.

Three (3) JO Poles 25/41.5, 25/42, & 25/42.5

These pole locations are necessary to provide electric service to #556 Main Street.

Also that permission be and hereby granted to each of said companies to lay and maintain underground cables, conduits, wires, and necessary equipment in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each may desire for distributing purposes.

I hereby certify that the foregoing order was adopted at a meeting of the Select Board for the Town of Falmouth, Massachusetts held on the 5th day of May 2025.

Clerk of Select Board

We hereby certify that on April 30, 2025, at 3:00 o'clock, PM. at Falmouth Town Hall a public hearing was held on the petition of the

**NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY
VERIZON NEW ENGLAND INC.**

for permission to erect the poles, wires, cables, fixtures and connections described in the order herewith recorded, and that we mailed at least seven days before said hearing a written notice of the time and place of said hearing to each of the owners of real estate (as determined by the last preceding assessment for taxation) along the ways or parts of ways upon which the Companies are permitted to erect poles, wires, cables, fixtures and connections under said order. And that thereupon said order was duly adopted.

**Select Board for the Town of
Falmouth, Massachusetts**

CERTIFICATE

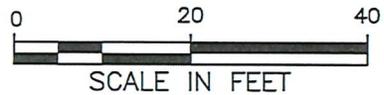
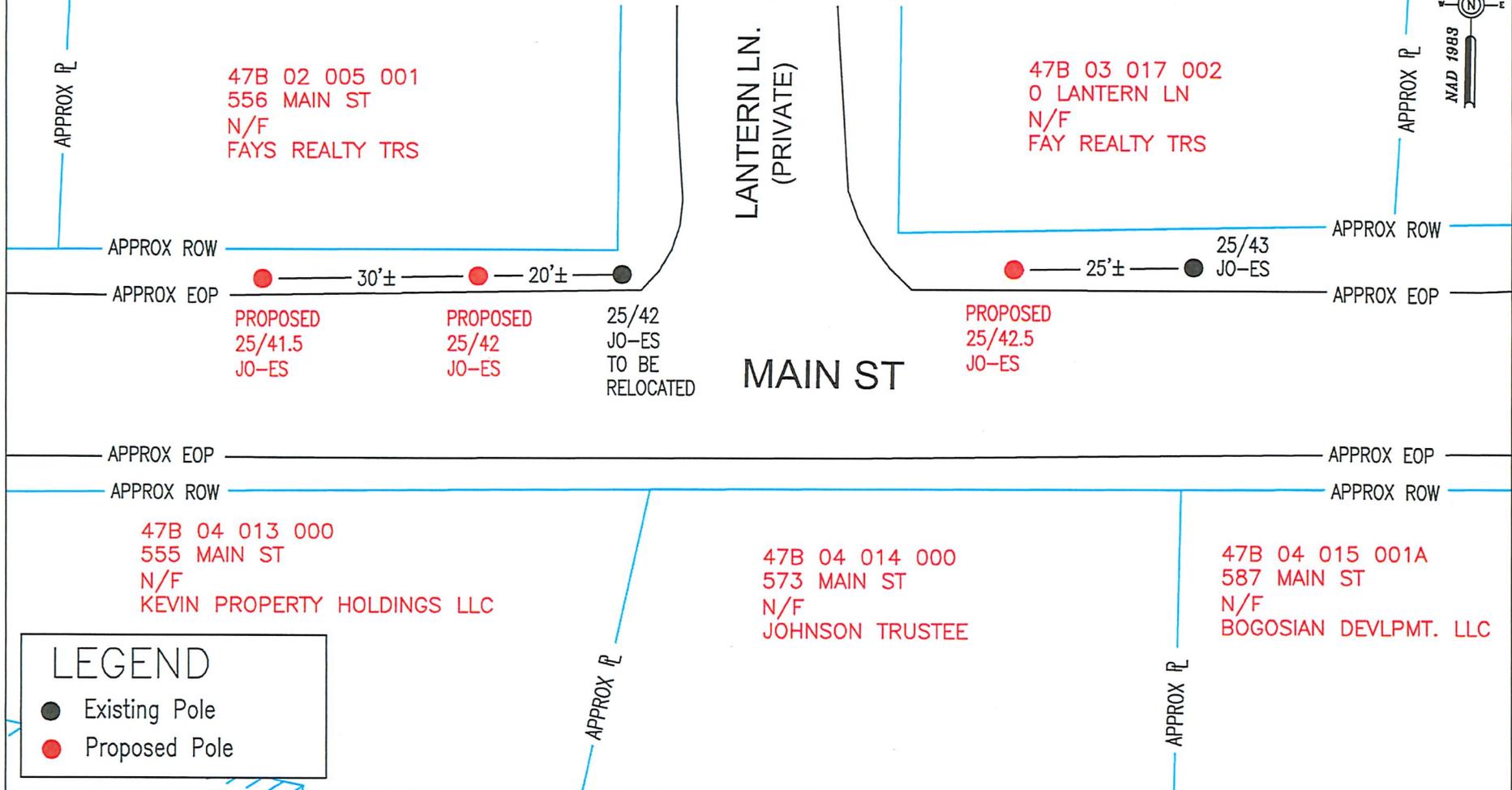
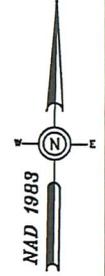
I hereby certify that the foregoing is a true copy of a location order and certificate of hearing with notice adopted by the Select Board of the Town of Falmouth, Massachusetts, on the _____ day of _____ 2025, and recorded with the records of location orders of said Town, Book _____, Page _____.

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

Attest:

Town Clerk.

Plan to accompany petition of EVERSOURCE ENERGY
to relocate Pole 25/42 (JO-ES), install new poles(JO-ES) 25/41.5 &
25/42.5 in the Right of Way of Main St.



BY YOUR USE OF THE INFORMATION CONTAINED IN THIS MAP, YOU AGREE THAT NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, IS GIVEN WITH RESPECT TO THE INFORMATION. NEITHER NSTAR ELECTRIC COMPANY, NSTAR GAS COMPANY NOR ITS PARENTS, AFFILIATES, OFFICERS, DIRECTORS, SHAREHOLDERS, EMPLOYEES OR AGENTS (COLLECTIVELY THE "NSTAR ENTITIES") SHALL BE LIABLE FOR ANY LOSS OR INJURY CAUSED IN WHOLE OR IN PART BY USE OF THIS INFORMATION OR IN RELIANCE UPON IT, TO THE MAXIMUM EXTENT ALLOWED BY LAW, YOU AGREE BY YOUR ACCEPTANCE OF THE INFORMATION TO RELEASE, INDEMNIFY AND HOLD THE NSTAR ENTITIES HARMLESS FROM ANY SUCH LOSS OR INJURY.

THE INFORMATION MAY NOT REPRESENT A SURVEY, MAY NOT BE THE MOST COMPLETE AND IS SUBJECT TO CHANGE WITHOUT NOTICE. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION, EITHER EXPRESSED OR IMPLIED. UNAUTHORIZED ATTEMPTS TO MODIFY THE INFORMATION OR USE THE INFORMATION FOR OTHER THAN ITS INTENDED PURPOSES ARE PROHIBITED.

MASS. LAW

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

Plan #	17779884	NSTAR EVERSOURCE <small>ELECTRIC d/b/a</small> 1185 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125
Ward #		
Work Order #	17779884	
Surveyed by:	N/A	Plan of MAIN STREET
Research by:	JC	FALMOUTH
Plotted by:	VT	Showing PROPOSED POLE LOCATIONS
Proposed Structures:	SJ	
Approved:	K RICE	Scale 1"=20' Date JANUARY 2, 2025
P#		SHEET 1 of 1



Town of Falmouth

Department of Public Works - Engineering Division

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

Nicholas Croft, Engineering Technician

nicholas.croft@falmouthma.gov

Date: May 1, 2025

To: Board of Selectmen

From: Nicholas Croft, Hearing Officer

Subject: Eversource – Petition to install new poles on Main Street

A petition was submitted by Eversource to install 2 new JO poles to be labeled 25/41.5 approximately 50' (feet) west of existing pole 25/42 and 25/42.5 approximately 25' (feet) west of existing pole 25/43. To relocate existing JO pole 25/42 approximately 20' (feet) west of its existing location. These pole locations are necessary to provide electric service to #556 Main Street.

The Engineering recommendation is to approve the request as submitted on Plan No. 17779884, W/O #17779884, dated January 2, 2025.

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

Thank you,

Nicholas Croft
Engineering Technician
DPW Engineering Division

Plan to accompany petition of EVERSOURCE ENERGY
to relocate Pole 25/42 (JO-ES), install new poles(JO-ES) 25/41.5 &
25/42.5 in the Right of Way of Main St.

47B 02 005 001
556 MAIN ST
N/F
FAYS REALTY TRS

47B 03 017 002
0 LANTERN LN
N/F
FAY REALTY TRS

PROPOSED
25/41.5
JO-ES

PROPOSED
25/42
JO-ES
TO BE
RELOCATED

PROPOSED
25/42.5
JO-ES

47B 04 013 000
555 MAIN ST
N/F
KEVIN PROPERTY HOLDINGS LLC

47B 04 014 000
573 MAIN ST
N/F
JOHNSON TRUSTEE

47B 04 015 001A
587 MAIN ST
N/F
BOGOSIAN DEVLPM. LLC

LEGEND

- Existing Pole
- Proposed Pole



BY YOUR USE OF THE INFORMATION CONTAINED IN THIS MAP, YOU AGREE THAT NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, IS GIVEN WITH RESPECT TO THE INFORMATION. NEITHER NSTAR ELECTRIC COMPANY, NSTAR GAS COMPANY NOR ITS PARENTS, AFFILIATES, OFFICERS, DIRECTORS, SHAREHOLDERS, EMPLOYEES OR AGENTS (COLLECTIVELY THE "NSTAR ENTITIES") SHALL BE LIABLE FOR ANY LOSS OR INJURY CAUSED IN WHOLE OR IN PART BY USE OF THIS INFORMATION, OR IN RELIANCE UPON IT, TO THE EXTENT THAT SUCH LOSS OR INJURY IS CAUSED BY THE NEGLIGENCE OF ANY PARTY TO THIS RELEASE, INDEMNIFY AND HOLD THE NSTAR ENTITIES HARMLESS FROM ANY SUCH LOSS OR INJURY.

THE INFORMATION MAY NOT REPRESENT A SURVEY, MAY NOT BE THE MOST COMPLETE AND IS SUBJECT TO CHANGE WITHOUT NOTICE. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION, EITHER EXPRESSED OR IMPLIED. UNAUTHORIZED ATTEMPTS TO MODIFY THE INFORMATION OR USE THE INFORMATION FOR OTHER THAN ITS INTENDED PURPOSES ARE PROHIBITED.

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

Plan #	17779884
Ward #	
Work Order #	17779884
Surveyed by:	N/A
Research by:	JC
Plotted by:	VT
Proposed Structures:	SJ
Approved:	K RICE
P#	

NSTAR EVERSOURCE
1108 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125

Plan of MAIN STREET
FALMOUTH
Showing PROPOSED POLE LOCATIONS

Scale 1"=20'
Date JANUARY 2, 2025
SHEET 1 of 1



Item: 7.b.2.

ITEM REPORT

To: Town of Falmouth Select Board

Submitted By: Diane Davidson, Office Manager

Meeting Date: May 5, 2025

Department/Office: Town Manager/Select Board

Item Name: Consider a vote to approve a request for variance to Sign Code §184-32 Off-Premises Signs - Buzzards Bay Coalition - Buzzards Bay Watershed Ride event signs in Woods Hole - Sunday, 10/5/25

Purpose:

The Select Board is requested to review and consider a sign code variance requested by Buzzards Bay Coalition for its Buzzards Bay Watershed Ride event on Sunday, October 5, 2025.

Background/Summary:

- The Buzzards Bay Coalition submitted its request for a variance to the Sign Code (Off-Premises) to include the placement of multiple signs (see attached list of locations, dimensions, and illustrations) at 7 separate locations within Town.
- All signs are to be removed within 24 hours of the completion of the event.

Recommended Actions:

Department Recommendation:

The Town Manager recommends that the Select Board approve the request for a variance to the Off-Premises sign code §184-32 as presented.

Options:

- Motion to approve the variance to sign code §184-32 Off-Premises signs as requested by the Buzzards Bay Coalition for the Buzzards Bay Watershed Ride.
- Motion to deny approval of the variance to sign code §184-32 Off-Premises signs as requested by the Buzzards Bay Coalition for the Buzzards Bay Watershed Ride.

Town Manager's Comments:

The Town Manager recommends that the Select Board approve the request for variance to Sign

Code §184-32 Off-Premises Signs - Buzzards Bay Coalition - Buzzards Bay Watershed Ride event signs in Woods Hole - Sunday, 10/5/25 as presented.

Budget:

Applicable? (yes or no): No.

Budgeted? (yes or no): No.

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
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Finance Director's Comments (if applicable): N/A.

N/A

Attachments:

1. Buzzards Bay Coalition - Sign Variance
2. Sign variance application Buzzards Bay Coalition 2025

Buzzards Bay Watershed Ride:

Request for approval of variance to sign code §184-32 off-premises promotional signs for the Buzzards Bay Watershed Ride on the Shining Sea Bike Path to MBL in Woods Hole on Sunday, October 5, 2025.

Location	Quantity	Type	Size	Length of Time
1. Corner of MBL St. & North St.	1	Finish line banner	2' x 11.8'	Day of event
2. Swope Center Property	3	Sandwich boards		Day of event
3. Swope Building	1 – 3	Banners	3' x 6'	Day of event
4. 49 School St. & WHOI Lot Corner Water St. & MBL St. Corner Water St. & Albatross St. MBL Loeb Lot, North St. MBL Broderick Lot, North St.	5	Parking location signs	24" x 36"	Day of event
5. Allowed under sign code	6	Route marking signs	10" x 14"	Friday before event, 10/3
6. Bike path & County Rd. Bike path & Old Dock Rd. Hutker Architects, 533 Palmer Ave. Corner Cycle, 115 Palmer Ave. Water St. & MBL St.	5	Yard signs	18" x 24"	6 – 8 weeks before event
7. Bike path & County Rd. Bike path & Old Dock Rd.	2	Yard signs	10" x 14"	Week before event

All signs will be removed within 24 hours of the completion of the event.



BOARD OF DIRECTORS

David Croll, Chair
Mike Huguenin, Vice-Chair
Chris Schade, Treasurer
Melissa Haskell, Clerk
Mark Rasmussen, President
Mike Angelini
Laura Brenninkmeyer Nielsen
Julius Britto
Virginia Clark
Doug Crocker
Don Dufault
Paul Elias
Neil Kamal Ganju, Ph.D.
Peter Grauer
Emma Green-Beach
Kendra Medina
Chris Neill, Ph.D.
Christine Parks
Skylah Reis
Scott Zeien

March 13, 2025

Falmouth Select Board
Falmouth Town Hall
59 Town Hall Square
Falmouth, MA 02540

Dear Select Board,

We are reaching out to request use of public roads and the Shining Sea Bikeway for the **Buzzards Bay Coalition Watershed Ride** – an annual fundraising bicycling event – on **Sunday, October 5, 2025**. This will be the 19th year of this important fundraiser to protect clean water in Falmouth, and all of Buzzards Bay. (www.savebuzzardsbay.org/ride)

We'll use the same route as previous years - and as always, we'll assign volunteers to the critical turns to ensure our cyclists pass smoothly through the route. Please see attached for full cue sheet for the event. We expect to have around 400 cyclists passing through town between 1:00-5:00pm.

The longest route, the 100-mile route, will begin at 7:30am in Sakonnet Point, RI and will end at 5pm at the Swope Center in Woods Hole. All finish line festivities (food, beverage, restrooms, tables, and chairs) will be run by the Swope Center at MBL and their professional catering, security, and facilities services. In previous years we have had **police details at Railroad & Water St and at Water and MBL St** that we plan to repeat.

We also request permission to post **event signs and promotional signs**, please see attached schedule. All signs will be removed within 24 hours of the event's completion.

We appreciate the opportunity to showcase the scenic beauty of Falmouth during our Watershed Ride. Please let us know if you need additional information.

Many thanks,

A handwritten signature in blue ink, appearing to read "Kate Reilly".

Kate Reilly
Events Manager
508-999-6363 x208

cc: Jeffrey Lourie, Chief of Police



Buzzards Bay Coalition Watershed Ride

Sunday, October 5, 2025

Schedule of Signs – Falmouth, MA

1) Finish Line “Save Buzzards Bay” inflatable arch at corner of MBL & North Street

- Set up day of event at 12pm, break down same day at 5pm
- Police detail at top of MBL Street (one way) alerting cars & pedestrians about sign
- Road cones and volunteers in safety green t-shirts stationed to caution cars & pedestrians
- Cyclists crossing under finish line banner between 1-5pm
- Permission to post sign from adjacent property owner, MBL, who is hosting the event



2) **10' x 10' pop up tent**, various tables, 2 easels for Info Board and Sponsor Thank You Poster. Set up on Sunday, day of event at 10am, removed by 6pm same day.

3) **Five to six sponsor banners** to be hung on the back of hill by the fence. Set up on Sunday, day of event at 10am, removed by 6pm same day.

4) **24" x 36" coroplast yard signs** on wire “H” stands indicating parking at these locations. Set up on Sunday, day of event at 10am, removed by 6pm same day:

- **4a - “Volunteer Parking” yard sign** on grass at Corner of 49 School St. & WHOI School St. Parking Lot
 - Sign placed Sunday, day of event at 10am, removed by 6pm

- Permission granted to use lot & post sign by WHOI
- **4b – Parking signs at each other lot**
- **4c - “Watershed RIDE” yard sign** with right arrow on grass at corner of Water St & MBL St.
 - Sign placed Sunday, day of event at 10am, removed by 6pm
 - Permission granted to post sign by MBL
 - Police detail also stationed here 1-5pm
- **4d – “Watershed RIDE Parking” yard sign** with right arrow on grass at corner of Water St & Albatross St.
 - Sign placed Sunday, day of event at 10am, removed by 6pm
 - Permission granted to post sign by MBL
- **4e - “Shuttle Service” yard sign** on grass at entrance to MBL’s Loeb Parking Lot, North St.
 - Sign placed Sunday, day of event at 6am, removed by 6pm
 - Permission granted to use lot & post sign by MBL
- **4f - “Rider Belongings” yard sign** on grass at entrance to MBL’s Loeb Parking Lot, North St.
 - Sign placed Sunday, day of event at 6am, removed by 6pm
 - Permission granted to use lot & post sign by MBL



5) Six (6) 10” x 14” route marking signs on wire “H” stands directing cyclists at the following locations. Set up on Friday before event at 10am, removed on day of event by 6pm.

- “10 Miles to Go” on grass on right side of Quaker Rd south of Tricia Road before Highland
- On grass at corner of Nashawena St and Old Dock Road, arrow LEFT
- On grass at corner of Old Dock Road and Shining Sea Bikeway, arrow RIGHT
- On grass next to Shining Sea Bikeway at exit to Carlson Ln, arrow RIGHT
- On grass at corner of sidewalk and Railroad Ave., arrow RIGHT
- On grass at corner of Railroad Ave. and Water St., arrow LEFT (Police detail also stationed here 1-5pm)



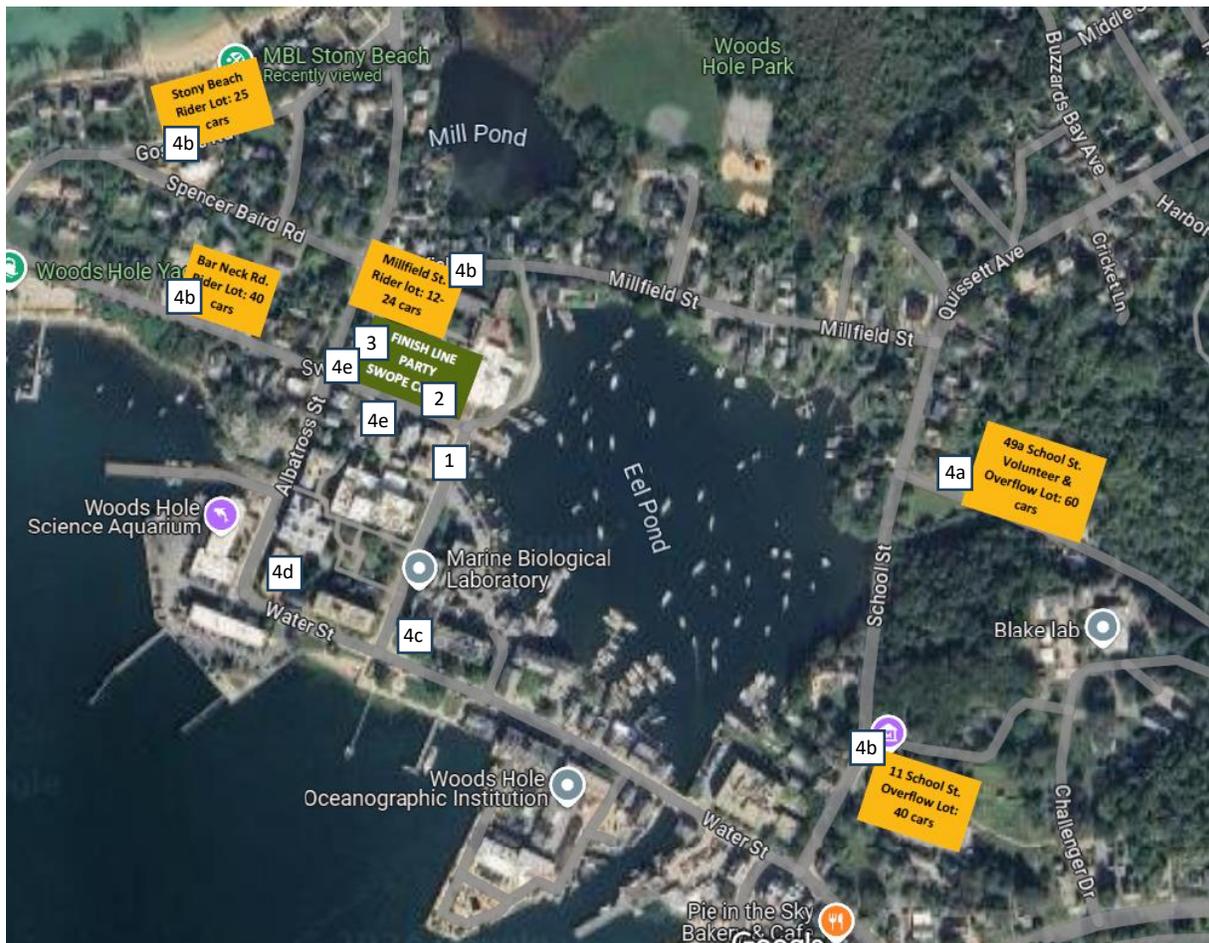
6) Five (5) 18” x 24” coroplast yard signs on wire “H” stands promoting the event at these locations. If allowed, signs could go up 6-8 weeks before the event, and would be removed within 24 hours of the event:

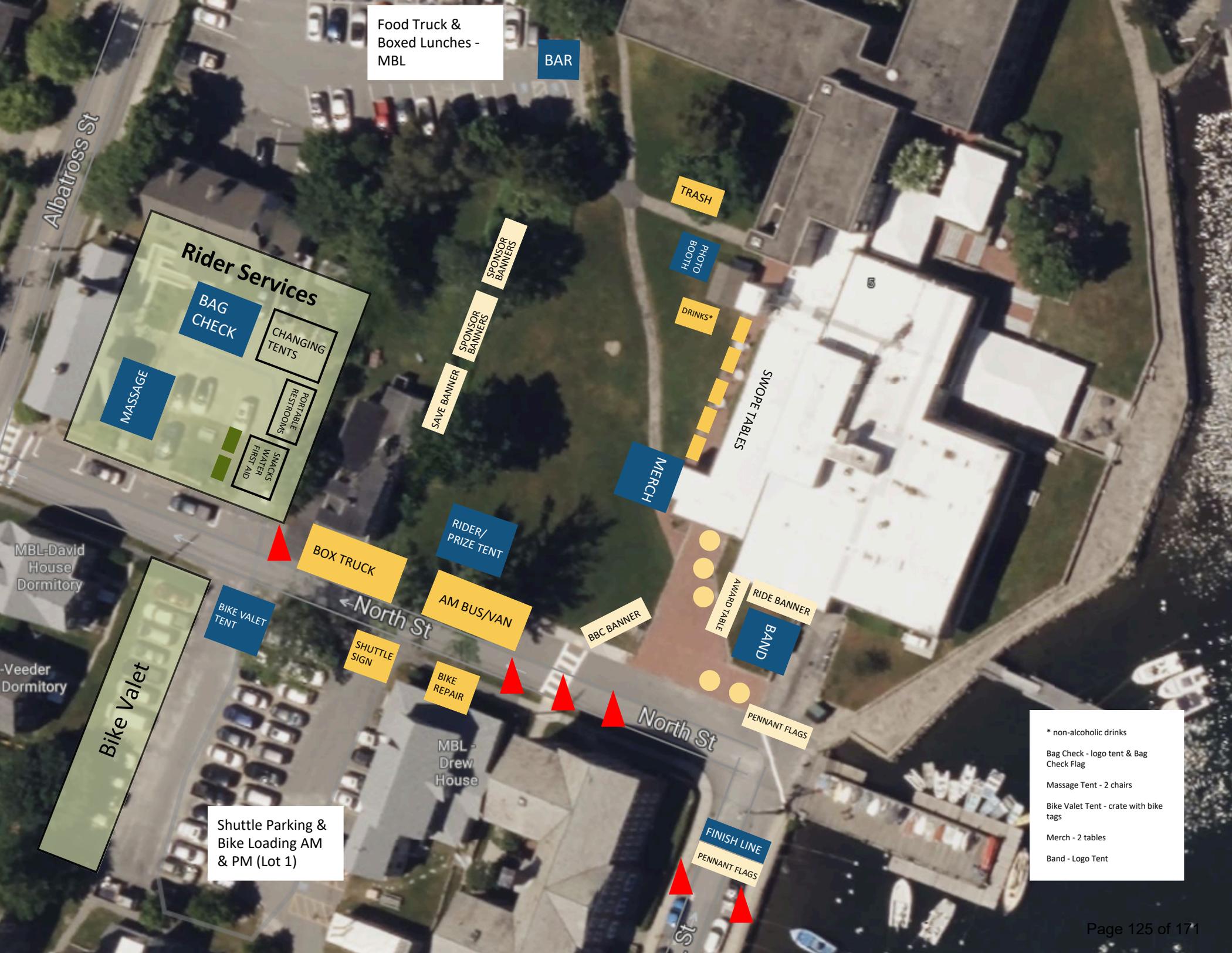
- On grass at Shining Sea Bikeway at County Road entrance

- On grass at Shining Sea Bikeway at Old Dock Road parking lot
- On grass in front of Hutker Architects: 533 Palmer Ave, Falmouth – permission granted by owner
- On grass in front of Corner Cycle, 115 Palmer Ave, Falmouth, MA
- On grass at corner of Water St & MBL St. – permission granted by owner



Site & Sign Map – Woods Hole





Food Truck & Boxed Lunches - MBL

BAR

TRASH

PHOTO BOOTH

DRINKS*

SWOPE TABLES

MERCH

Rider Services

- BAG CHECK
- CHANGING TENTS
- MASSAGE
- PORTABLE RESTROOMS
- SNACKS WATER FIRST AID

SPONSOR BANNERS

SAVE BANNER

RIDER/ PRIZE TENT

BOX TRUCK

AM BUS/VAN

BBC BANNER

RIDE BANNER

BAND

AVOID TABLE

MBL-David House Dormitory

Veeder Dormitory

Bike Valet

BIKE VALET TENT

North St

SHUTTLE SIGN

BIKE REPAIR

North St

PENNANT FLAGS

MBL - Drew House

Shuttle Parking & Bike Loading AM & PM (Lot 1)

FINISH LINE

PENNANT FLAGS

- * non-alcoholic drinks
- Bag Check - logo tent & Bag Check Flag
- Massage Tent - 2 chairs
- Bike Valet Tent - crate with bike tags
- Merch - 2 tables
- Band - Logo Tent

Buzzards Bay Watershed Ride

Request for approval of variance to sign code § 184-32 off-premise promotional signs for the Buzzards Bay Watershed Ride on the Shinig Sea Bike Path to MBL in Woods Hole on Sunday, October 5, 2025.

Location	Quantity	Type	Size	Length of Time
1. Corner of MBL St. & North Street	1	Finish Line Banner	2' x 11.8'	Day of event
2. Swope Center Property	3	Sandwich boards		Day of event
3. Swope Building	3	Banners	3' x 6'	Day of event
4. 49 School St. WHOI Lot 11 School St. WHOI Lot Corner Water St. & MBL St. Corner Water St. & Albatross St. Millfield St. MBL Lot Bar Neck Rd. Lot Stony Beach Lot	5	Parking lot signs	24" x 36"	Day of event
5. Allowed under sign code	6	Route marking signs	10" x 14"	Friday before event, 10/3/25
6. Bike path & County Rd. Bike path & Old Dock Rd. Hutker Architects, 533 Palmer Ave. Corner Cycle, 115 Palmer Ave. Water St. & MBL St.	5	Yard signs	18" x 24"	6-8 weeks before event
7. Bike path & County Rd. Bike path & Old Dock Rd.	2	Yard signs	10" x 14"	Week before event

All signs will be removed within 24 hours of the completion of the event.



Item: 7.b.3.

ITEM REPORT

To: Town of Falmouth Select Board

Submitted By: Susan Lumping, Human Resources Director

Meeting Date: May 5, 2025

Department/Office: Town Manager/Select Board

Item Name: Accept the FY25 Wellness Grant in the amount of \$600.00 from Cape Cod Municipal Health Group to the Human Resources Department grant account

Purpose:

The Select Board will consider the acceptance of a \$600.00 grant from the Cape Cod Municipal Health Group to the Human Resources Department to be deposited into the department's grant account.

Background/Summary:

- Each year, the Town applies for the Wellness Grant as a means to reduce expenses related to the Human Resources Department's Health & Benefits Fair.
- If approved, these grant funds would be for raffle prizes to encourage increased employee attendance at the Health & Benefits Fair in order to provide education concerning the benefits that are available to them.

Recommended Actions:

Department Recommendation:

The Human Resources Department recommends that the Select Board approve the acceptance of the \$600 FY25 Wellness Grant as presented.

Options:

Motion to accept the \$600 FY25 Wellness Grant as presented.

Motion to deny acceptance of the FY25 Wellness Grant.

Town Manager's Comments:

The Town Manager recommends that the Select Board approves the acceptance of the \$600 FY25 Wellness Grant as presented.

Budget:

Applicable? (yes or no):

No

Budgeted? (yes or no):

N/A

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
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Finance Director's Comments (if applicable):

N/A

Attachments:

None



ITEM REPORT

To: Town of Falmouth Select Board

Submitted By: Susan Lumping, Human Resources Director

Meeting Date: May 5, 2025

Department/Office: Town Manager/Select Board

Item Name: Accept the following donations from local businesses to be used as raffle prizes at the annual Health & Benefits Fair:

- \$100 gift card to the Island Queen
- Two \$50 gift cards to Crabapples Restaurant
- Four \$25 gift cards to Jim's Clam Shack
- Two \$25 gift cards to Ghelfi's Candies
- Kitchen Faucet from Ferguson

Purpose:

The Select Board will consider the acceptance of donations from local businesses to be used as raffle prizes at the annual Health & Benefits Fair.

Background/Summary:

- Local businesses have offered donations to be used as raffle prizes at the Human Resources Department's annual Health & Benefits Fair.
- If approved, these donations would be used to encourage increased employee attendance at the Health & Benefits Fair in order to provide education concerning the benefits that are available to them.

Recommended Actions:

Department Recommendation:

The Human Resources Department recommends that the Select Board approve the acceptance of the following donations from local businesses as presented:

- \$100 gift card to the Island Queen
- Two \$50 gift cards to Crabapples Restaurant
- Four \$25 gift cards to Jim's Clam Shack

- Two \$25 gift cards to Ghelfi's Candies
- Kitchen Faucet from Ferguson

Options:

- Motion to accept the donations from local businesses for the annual Health & Benefits Fair as presented.

- Motion to deny acceptance of the donations from local businesses for the annual Health & Benefits Fair.

Town Manager's Comments:

The Town Manager recommends that the Select Board approves the acceptance of the listed donations from local businesses as presented.

Budget:

Applicable? (yes or no):

No

Budgeted? (yes or no):

N/A

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
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Finance Director's Comments (if applicable):

N/A

Attachments:

None



Item: 7.b.5.

ITEM REPORT

To: Town of Falmouth Select Board

Submitted By: Diane Davidson, Office Manager

Meeting Date: May 5, 2025

Department/Office: Town Manager/Select Board

Item Name: Consider a vote to appoint Inspectors of Animals: Scott McGann, Catherine Poquette, Chloe Eressy, Molly Masson

Purpose:

The Select Board is being asked to appoint the following four staff members to serve the role of Inspector of Animals for the Town of Falmouth: Scott McGann, Catherine Poquette, Chloe Eressy and Molly Masson.

Background/Summary:

- If approved, the appointments of Scott McGann, Catherine Poquette, Chloe Eressy and Molly Masson will run from May 1, 2025 through and including April 30, 2026.

Recommended Actions:

Department Recommendation:

The Town Manager recommends that the Select Board approve the appointment of Scott McGann, Catherine Poquette, Chloe Eressy and Molly Masson to be Inspector of Animals for the Town of Falmouth and to serve in this capacity until April 30, 2026.

Options:

- Motion to approve the appointment of Scott McGann, Catherine Poquette, Chloe Eressy and Molly Masson to be Inspector of Animals for the Town of Falmouth and to serve in this capacity until April 30, 2026.
- Motion to deny the appointment of Scott McGann, Catherine Poquette, Chloe Eressy and Molly Masson to be Inspector of Animals for the Town of Falmouth and to serve in this capacity until April 30, 2026.

Town Manager's Comments:

The Town Manager recommends that the Select Board approve the appointment of Scott

McGann, Catherine Poquette, Chloe Eressy and Molly Masson to be Inspector of Animals for the Town of Falmouth and to serve in this capacity until April 30, 2026.

Budget:

Applicable? (yes or no): No.

Budgeted? (yes or no): No.

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
-------------	--------------	-----------------	---------------	----------------	------------------	------------------

Finance Director's Comments (if applicable): N/A.

Attachments:

1. Inspectors of Animals-2025

THE COMMONWEALTH OF MASSACHUSETTS

EXECUTIVE OFFICE OF ENERGY AND ENVIRONMENTAL AFFAIRS



Department of Agricultural Resources

100 Cambridge Street, 9th Floor, Boston, MA 02114

www.mass.gov/agr



Maura T. Healey
GOVERNOR

Kimberley Driscoll
LIEUTENANT
GOVERNOR

Rebecca L. Tepper
SECRETARY

Ashley E. Randle
COMMISSIONER

April 24, 2025

Nominating Authority:

Enclosed is the certificate of appointment for your Inspector of Animals. This appointment covers the inspector from May 1, 2025, until April 30, 2026. The nominating authority should retain this copy as proof of appointment. The animal inspector may choose to carry a copy of the certificate with them. A reduction to 35% on a photocopier will produce a legible wallet-sized copy.

If you have any questions, please call Ashley Kraft at (617) 823- 0145 or email Ashley.Kraft@mass.gov.

Sincerely,

A handwritten signature in blue ink, appearing to read "Michael Cahill".

Michael Cahill
Director
Division of Animal Health
Massachusetts Department of Agricultural Resources





THE COMMONWEALTH OF MASSACHUSETTS

DEPARTMENT OF AGRICULTURAL RESOURCES
DIVISION OF ANIMAL HEALTH
100 CAMBRIDGE STREET, 9TH FLOOR
BOSTON, MA 02114

CERTIFICATE OF APPOINTMENT OF INSPECTOR OF ANIMALS

City / Town of Falmouth

Through April 30, 2026

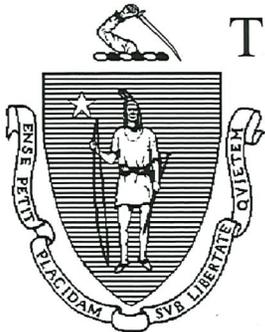
Notice is hereby given that I, Michael Cahill, acting under the authority of section 15 and 16 of Chapter 129 of the General Laws, as amended, do hereby approve the appointment of Scott McGann as Inspector of Animals for the City or Town of Falmouth, County of Barnstable, Commonwealth of Massachusetts.

5/1/2025

Date Approved

A handwritten signature in black ink, appearing to read "Michael Cahill", written over a horizontal line.

Director of the Division of Animal Health



THE COMMONWEALTH OF MASSACHUSETTS

DEPARTMENT OF AGRICULTURAL RESOURCES
DIVISION OF ANIMAL HEALTH
100 CAMBRIDGE STREET, 9TH FLOOR
BOSTON, MA 02114

CERTIFICATE OF APPOINTMENT OF INSPECTOR OF ANIMALS

City / Town of Falmouth

Through April 30, 2026

Notice is hereby given that I, Michael Cahill, acting under the authority of section 15 and 16 of Chapter 129 of the General Laws, as amended, do hereby approve the appointment of Catherine Poquette as Inspector of Animals for the City or Town of Falmouth, County of Barnstable, Commonwealth of Massachusetts.

5/1/2025

Date Approved

A handwritten signature in black ink, appearing to read "Michael Cahill", written over a horizontal line.

Director of the Division of Animal Health



THE COMMONWEALTH OF MASSACHUSETTS

DEPARTMENT OF AGRICULTURAL RESOURCES
DIVISION OF ANIMAL HEALTH
100 CAMBRIDGE STREET, 9TH FLOOR
BOSTON, MA 02114

CERTIFICATE OF APPOINTMENT OF INSPECTOR OF ANIMALS

City / Town of Falmouth

Through April 30, 2026

Notice is hereby given that I, Michael Cahill, acting under the authority of section 15 and 16 of Chapter 129 of the General Laws, as amended, do hereby approve the appointment of Chloe Eressy as Inspector of Animals for the City or Town of Falmouth, County of Barnstable, Commonwealth of Massachusetts.

5/1/2025

Date Approved

A handwritten signature in black ink, appearing to read "Michael Cahill", written over a horizontal line.

Director of the Division of Animal Health



THE COMMONWEALTH OF MASSACHUSETTS

DEPARTMENT OF AGRICULTURAL RESOURCES

DIVISION OF ANIMAL HEALTH

100 CAMBRIDGE STREET, 9TH FLOOR

BOSTON, MA 02114

CERTIFICATE OF APPOINTMENT OF INSPECTOR OF ANIMALS

City / Town of Falmouth

Through April 30, 2026

Notice is hereby given that I, Michael Cahill, acting under the authority of section 15 and 16 of Chapter 129 of the General Laws, as amended, do hereby approve the appointment of Molly Masson as Inspector of Animals for the City or Town of Falmouth, County of Barnstable, Commonwealth of Massachusetts.

5/1/2025

Date Approved

A handwritten signature in black ink, appearing to read "Michael Cahill", written over a horizontal line.

Director of the Division of Animal Health



ITEM REPORT

To: Town of Falmouth Select Board

Submitted By: Gregg Fraser, Director, Marine and Environmental Services

Meeting Date: May 5, 2025

Department/Office: Town Manager/Select Board

Item Name: Consider a vote to authorize Marine and Environmental Services to file a 2025 Seaport Economic Council Grant Application

Purpose:

Consider a vote to authorize MES to file a 2025 Seaport Economic Council grant application and notify Finance Committee of this action.

Background/Summary:

- 2025 Seaport Economic Council grant application for Phase I: Feasibility and Schematic Design for Marina Park Improvements.
- The project budget is \$200,000.
- The potential Seaport Grant is \$160,000.
- Town Match, November Town Meeting \$40,000.
- The grant application includes improvements to the marina building, parking, commercial bulkhead, upwellers, and solar.
- This item was discussed by the Board at its April 28 meeting, and additional information was requested concerning the specific improvements to Town facilities that are being planned.
- The MES Director, Gregg Fraser, provided additional detail on the projected improvements as follows and as attached:
 - Goal: This grant will fund 80% of the cost of a Professional/Technical feasibility report and Schematic Design for improvements at Marina Park. Improvements to be considered by the consultant:
 1. Building reconstruction/addition to address sea level change by raising and/or other designs to improve resiliency in a flood or velocity zone. The building improvements to be considered are increases in the elevation of the building, additional office workspace areas, meeting space, public and private restroom facilities and transient boater laundry facilities.
 2. Shellfish Upwellers: The upwellers will be increased in number and relocated for better utilization of the area near the garage. The feasibility will also address potential solar array to offset power needed to run the

shellfish propagation center.

3. **Parking:** Parking will be analyzed to increase efficiency and better serve the daily users of marine park.
4. **Traffic Flow:** The traffic patterns will be analyzed to better facilitate changes and increase potential parking. This will likely include adding a retaining wall and angled parking along the docks for slip holders and transient visitors.
5. **Bulkhead Installation:** The bulkhead in front of the charter/commercial boats was not upgraded when the main marina was reconfigured from fixed docks to floating docks. A new bulkhead will be needed, and this be designed to take into consideration the expected sea level rise.
6. **Park & Lawn Upgrades:** The town will investigate changes to the grass areas that will allow for continued special events use without the current damage caused to the lawn and park annually. Water supply will be extended to the park areas to allow for easier access for approved special events in the park and for DPW maintenance for parks.

Recommended Actions:

Department Recommendation:

Vote to authorize MES to file a 2025 Seaport Economic Council grant application and notify Finance Committee of this action.

Options:

- Motion to vote to authorize MES to file a 2025 Seaport Economic Council grant application.
- Motion to delay authorizing MES to file a 2025 Seaport Economic Council grant application.

Town Manager's Comments:

Budget:

Applicable? (yes or no):

Budgeted? (yes or no):

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
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Finance Director's Comments (if applicable):

Attachments:

1. SEC_FY26_Application_falmouth
2. Seaport Grant Project Details

**SEAPORT ECONOMIC COUNCIL PROGRAM
APPLICATION**

for

Feasibility & Schematic Design for Falmouth Marina Park Updates

1. APPLICANT INFORMATION

Primary Applicant

Name of Municipality or Public Entity: Town of Falmouth

Executive Officer or Designee for Project: Gregg Fraser

Application prepared by (if different from above):

Title: MES Director/Harbormaster

Address: 180 Scranton Ave

City: Falmouth

State: MA

Zip code: 02540

Phone: 508-457-2550

Fax:

E-mail Address: gregg.fraser@falmouthma.gov

2. PROJECT TYPE - Please select one of the following project types that best describes your project:



Supportive Coastal Infrastructure Project Grants: Infrastructure grants are available when investments may need to be made in coastal infrastructure to fulfill the job or economic growth potential within a coastal community. Best available science and information regarding potential threats to coastal communities from sea level rise and extreme weather events will be used to evaluate the projects in which the Council invests.



Local Maritime Economic Development Planning Grants: Coastal communities vary in size and scope from deep-water port cities to small fishing villages. These grants provide capacity for coastal communities to explore their unique advantages and generate economic development plans which help them realize their full potential, increase job growth, and maximize the maritime economic sector for their community.



Technology & Innovation Grants: Technology & Innovation Grants invest in innovative technology projects that promote job creation and economic growth in the maritime sector. These technologies may be deployed in order to address an important need in the marine economy. Our partners at the John Adams Innovation Institute at MassTech administer the program.



Grants to Public Education Institutions: Equipment, infrastructure and capital improvements grants for public education institutions, from pre-k through higher

education. These grants may range from fostering awareness of coastal assets and maritime traditions of the Commonwealth to investing in transformative public/private collaborations.

3. PROJECT OVERVIEW – Please provide an overview of the project.

3.1. Name of the Project: Feasibility & Schematic Design of Marina Park Upgrades

3.2. Requested Grant Amount:\$160,000.00

3.3. Total Project Budget:\$200,000

3.4. Brief Description of the Project (75 words or less): Feasibility & Schematic Design services for upgrades to marina park. The new facility will contribute to the harbor's resilient infrastructure as well as address accessibility. Improvements will include upgrades to the building, restrooms, laundry facilities, parking, traffic flow, bulkhead work, utility upgrades and an expanded shellfish propagation center. The new facilities will be designed to provide increased accessibility and support to the commercial and recreational activities of Falmouth Harbor, which has both vibrant and active fishing and maritime industries, as well as accommodation for recreational boaters.

4. VISION OF THE PROJECT

4.1 Please describe the scope of the project proposed in this application and include an explanation of the uses of the grant. (Please note: This description should only include capital uses of the grant, please see section “Use of Fund”)

This project will help fund the design for numerous improvements to marina park. The scope of this project will include replacement or expansion of the existing marina facility. The existing facility has been identified as critical infrastructure subject to sea level rise. As an essential operation during climate events, the Harbormaster facility serves as critical infrastructure to the harbor and the community. The Harbormaster and the Assistant Harbormasters are responsible for insuring water safety, maritime law enforcement and the assignment of moorings and slips administered by the Town of Falmouth. A new facility will strengthen Falmouth's resilience to climate change and coastal storms. A more resilient harbormaster facility will not only support and protect the safety of harbor activities.

From the Strategic Plan:

The ongoing goals within this strategic priority area are: • Continue to pursue Community Rating System. • Continue to implement municipal shellfish management plan. • Dredging: Explore alternatives to increase annual dredging. Consider financial implications of permitting dredging in areas that have not been dredged on a regular basis in the past. Support regional efforts to improve dredging resources and opportunities including legislation that reduces time of year restrictions. Continue annual dredging and associated permitting to maintain channels and harbors. • Survey curb cuts at beach and harbor entrances and parking lots. • Incorporate accessibility improvements in conjunction with any sidewalk or pavement improvements. • Consider construction of barrier reef to protect Nobska Point. • Evaluate the feasibility and cost of elevating sections of Surf Drive. • Develop a plan to protect water quality of freshwater ponds. Assign responsibility for evaluating causes and implementing solutions. Conduct detailed evaluation of sea level rise and storm threats to additional areas of Town similar to what was done for Surf Drive. • Evaluate low lying roads and consider actions to mitigate problems identified.

4.2 What are you trying to achieve with this project? Please note specific stakeholders, deliverables and outcomes.

The goal of this project is to provide a feasibility and schematic design for upgrades at Marina Park, to allow overall accessibility and the harbor to continue to be an economic driver for the local economy. These goals include increasing the resiliency of the facility so that it is available during climate events, while supporting and protecting commercial users of the harbor including fisherman and charter boats, as well as continuing to provide public services including police, fire, and rescue.

5. ALIGNMENT

5.1 Is your community a designated Housing Choice Community? Housing Choice Initiative – (For info, please visit www.mass.gov/housingchoice)

Yes

No

5.2 Please provide a list of all planning documents, particularly those related to the waterfront, that have received public scrutiny and input and the timeframe in which the plans were last updated.

Plan Type	Last Updated/Approved
<input checked="" type="checkbox"/> Economic Development Plan	
<input checked="" type="checkbox"/> State-Approved Municipal Harbor Plan	
<input type="checkbox"/> State-Approved DPA Master Plan	
<input checked="" type="checkbox"/> Local Harbor Plan	
<input checked="" type="checkbox"/> Climate Change Vulnerability/Resiliency Plan	2021
<input checked="" type="checkbox"/> Other: Multi-Hazard Mitigation Plan	2022
<input checked="" type="checkbox"/> Other: Coastal Resiliency Plan	2022

Attach copies of all plans noted above.

<https://www.falmouthma.gov/DocumentCenter/View/7218/Falmouth-VA-Final-Report-FINAL-013020-with-Appendices-RS-1>

<https://www.falmouthma.gov/DocumentCenter/View/12414/Falmouth-Multi-Hazard-Mitigation-Plan-Update-2022>

<https://www.falmouthma.gov/DocumentCenter/View/17850/Five-Year-Strategic-Plan-FY2023---FY2027-Updated-10-21-2024>

5.3 Is the project consistent with the community’s other waterfront plans that have received public scrutiny and input and, if applicable, state approval?

- Yes
- No

5.4 Describe how the proposed project is consistent with each of these plans and note which sections of the plan(s) support the proposed project. Specific recommendations and implementation references from the relevant plans should be provided. If the project proposed in this application is a planning document, please describe how this plan will support the development of the maritime economy in the community. If the proposed project is a planning document that requires state approval, please detail pre-application consultations with relevant state agencies (e.g., Executive Office of Energy and Environmental Affairs, Department of Environmental Protection, Office of Coastal Zone Management), including meeting dates and notes, and how the application reflects guidance provided, if applicable and available.

A upgrade to Falmouth's Marina Park facility is consistent with town goals of continued support of the fishing industry, marine research, education, and boat repair business, to retain existing and attract

additional businesses and employment. It also encourages more programming along the waterfront including use by the Bandshell and will support more recreation and tourist amenities.

A partial list of annual recurring events which take place contributing to the economic vitality of Falmouth's seaport: weekly Farmer's Market, monthly classic car show, Falmouth Road Race band, Arts Alive, Harbor Light Illumination, Coast Fest, Striper Fest, Cape Cod Marathon weekend.

Climate Change Vulnerability/Resiliency – Marina Park upgrades are consistent with the Select Boards FY23-27 Strategic Plan, Management of Coastal/Natural Resources and Infrastructure section of the report by investing in infrastructure that reduces risk of damage to the marina, while providing additional benefits of beautification, economic growth, and public programming. A resilient marina park also reduces vulnerability of the coastal business districts by helping to ensure this economic hub of the town remains operational through extreme weather events.

5.5 Please describe how your project addresses relevant climate impact(s) or long-term problem(s), including an explanation of potential future vulnerability and risk to public safety, coastal infrastructure, and natural resources from sea level rise, storm surge, and precipitation, as well as the primary drivers (e.g., economic, environmental or other) for engaging in climate adaptation activities. (Most up-to-date climate change information available at resilientma.org). If the proposed project does not fully address expected climate change impacts for the design life of the project as shown by the best available information, explain the discrepancy.

The Harbormaster and Marine & Environmental Services operation is considered a critical facility, being important to the functionality of the Town. Being a municipally owned marina park, it can be used for community gathering or sheltering during extreme weather events, or resources that are critically important for resident health and survival maritime operations. The Harbormaster building is of greater importance serving the community, particularly during extreme weather events and coastal storms. Recent storms have demonstrated the risks that the Harbormaster operations face during critical climate events. Replacement with a new upgrade will provide a more resilient facility. The new facilities will not only be more climate resilient, but also more sustainable in its design relying less on fossil fuels, which may not be available during a severe climate event. All facilities will also be ADA complaint.

5.6 Does your community have a completed Municipal Vulnerability Preparedness Plan?

- Yes
- No

5.7 If yes, please describe how this project acknowledges and contributes to that Municipal Vulnerability Preparedness Plan. Please reference relevant sections of that Plan, as needed.

This project contributes to Municipal Vulnerability Plan by ensuring that the harbor remains operational and viable for police, fire, and other public safety agencies through all-weather events. Having a resilient Marina Park also helps to ensure that this major economic driver of the downtown area remains open and operational to tourists and commercial users alike.

6. PARTNERSHIP

6.1 Please describe the partners involved in the project and the strategy of involving these key parties.

The harbor is currently used by multiple public safety organizations as a location for storing and launching their vessels.

Marina Park has 105 slips, with 10% reserved for daily transient boater use. We provide operation docking for (7) MES vessels including a pump-out boat, Falmouth Fire and Rescue Marine 1, Massachusetts environmental Police Boat, and access to a commercial boat launching ramp jointly managed by the town and the State office of Fishing and Boating Access.

6.2 Please list any partners (public / private / non-profit / regional) involved in the project and their role:

Partner	Role
Organization Name: US Coast Guard Address: Woods Hole, Ma Primary Contact Name: Sector SE New England Email address: Tel. No.: 508-538-2300	Utilizes the town boat ramp often
Organization Name: Falmouth Police Department Address: 790 Main St, Falmouth, MA Primary Contact Name: Jeff Lourie, Police Chief Email address; jeff.lourie@falmouthpolicema.gov Tel. No.: 774-255-4527	Partners with MES
Organization Name: Falmouth Fire Department Address: Main Street, Falmouth Primary Contact Name: Tim Smith, Fire Chief Email address: TimSmith@falmouthfirema.gov Tel. No.: 508-274-6410	Marina Tenant
Organization Name: Mass Environmental Police Address: Boston, MA Primary Contact Name: Lt. Matt Bass Tel. No.: 774-836-8081	Marina Tenant

6.3 Optional: Upload Letters of Support.

See attached letter from Senator Dylan Fernandes, State Representatives Thomas Moakley and David Vieira

7. ECONOMIC IMPACT

7.1 How does how does the project advance the maritime economy?

The community and the region have a long maritime history of recreational and commercial fishing, sailing, and building and maintaining boats. Falmouth Harbor is considered a harbor of refuge, is open year-round and home to commercial fisherman and fishing charter boats that depend on the harbor facilities for their livelihood. The harbor is also home to several full-service shipyards in the area. Having an updated and fully operational marine park facility encourages the continued use and growth of the fishing and shipyard industry throughout the region and also brings in workers from the surrounding area. The harbor directly contributes to the growth of local fishing operations and recreational activities. The modernization of the Marine Park will ensure that these activities remain revenue generators for the Waterways Funds as 100% of the town mooring fees and 50% of the boat excise taxes are earmarked for coastal marine management purposes.

7.2 How does the project advance the maritime economy of the host community? Please note if this project aligns with community assessment and planning.

The marina park serves as a centerpiece of the Town and provides major economic benefits to the local community. The proximity of the harbor to the downtown businesses allows transient boating visitors of the harbor to easily access the local bars, restaurants, hotels, local tourist attractions. Patrons of the harbor also frequent the local maritime suppliers, fishing/tackle shops and the recently constructed fish processing facility. These local businesses serve as the backbone of the economic stability of the downtown area. The harbor has multiple dedicated transient slips that bring in boaters from out-of-town. To maximize the number of transient vessels within the harbor, the Town uses a registration system in which permanent slip holders notify the Harbormaster when they will not be using their slips, and the Town rents out the slips to transient users.

7.3 Project Success: How will it be determined that the project is successful? What are the intended measureable outcomes? Where applicable, please note the number of full time, part-time jobs retained or created or the number of students reached by the project.

Project success will be measured by the continued ability of the Harbormaster to support, federal, state and local public safety and rescue operations, public outreach programs, a safe environment for recreational boater owners and support of the local maritime economy.

8. ABILITY TO EXECUTE

8.1 If applicable, has this project held all necessary public meetings or hearings?

Yes

No

If no, please describe the timeline for those public meetings or hearings.

Numerous town committees will be involved in the planning, permitting and construction of improvements to the marina park. They include the Select Board, Town Meeting, Conservation Commission, Shellfish Advisory Board, Waterways Committee, Planning Board and Town Managers Office.

8.2 If applicable, has the project applied for and/or acquired all the necessary permits for the project? Have pre-permitting consultations taken place with the relevant agencies?

(Please note, additional questions about Permits will be asked for Infrastructure projects on page 7)

Yes

No

If no, please describe any coordination or meetings with permitting agencies and the timeline for acquiring those permits.

Any necessary permits that need to be filed will be determined following the feasibility study and schematic design of the marina park improvements.

8.3 Budget: Please provide a breakdown of the project budget. This should include the cost of each element of the project and should not be limited to the work which will be covered by Seaport

Council funding. (Please note: This budget should only include capital uses of the grant, please see section “Use of Fund”)

Spending Category	Funds Requested	Municipal Funds	Federal Funds	Other State Funds	Other Funds	Match Secured? Y/N	Total Budget
Feasibility / Schematic Design	160,000	40,000	-	-	-	-	200,000
Design / Engineering	-	-	-	-	-	-	-
Environmental Review/Permitting	-	-	-	-	-	-	-
Bidding	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-
Construction Admin.	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Other / Miscellaneous	-	-	-	-	-	-	-
Other / Miscellaneous	-	-	-	-	-	-	-
Total	160,000	40,000	-	-	-	-	200,000

8.4 Describe the match outlined in the budget. Please describe the sources and the date that each was or will be secured.

The match funding is planned to be appropriated at the November 2025 Town Meeting.

8.5 Optional: Please provide any additional information or insight into the budget.

8.6 Timeline: Will the project be ready to proceed within four months of the application date?

- Yes
- No

Subsequent to the November 2025 Town meeting approval of funds and approval of a Seaport Grant, the Harbormaster will immediately seek professional technical services.

8.7 Please list the major activities associated with this project, approximate timeframes, and the party primarily responsible for the activity.

Please note, the timeline should start four months after application period.

Major Project Activity	Timeframe	Responsible Party	Additional Details
Feasibility, Design, engineering	Nov 2025- March 2026	Architect / Engineer Consultants	Feasibility and Schematic Design of proposed Changes
Permitting	-	-	-
Bidding	-	-	-
Construction	-	-	-

ADDITIONAL QUESTIONS FOR SUPPORTIVE COASTAL INFRASTRUCTURE PROJECTS

The following questions are for Supportive Coastal Infrastructure Projects only.

9.1 Project site address: 180 Scranton Ave, Falmouth, MA 02540

9.2 Please attach a site plan, conceptual drawing, and/or construction concept design that clearly demonstrates the location and outlines the proposed work.

9.3 Is the project site publicly owned?

- Yes
- No

9.4 Describe type of ownership (select all that apply).

- Public land
- Leasehold
- Right of Way
- Easement
- Other, please explain:

Attach applicable evidence and relevant documents related to the lease, a MOU, or easement noted in the question above.

9.5 If not currently public, will the site be publicly owned by the project start date?

- Yes
- No

If not, please explain and include details about the nature, timing, and mechanism of the public acquisition or if there is no plan for public ownership please describe the clear public benefit.

9.6 Please provide a project schedule and anticipated project milestones for the coastal infrastructure project for which the community is seeking grant assistance. Please note, the timeline should start four months after the application period. Additionally, it is not expected that all of these milestones are included in a project and it is suggested that a request focus on a singular phase.

Schedule to be revised based on November 2025 Town Meeting match.

Milestone	Start Date	End Date
Feasibility/Schematic Design	December 2025	June 2026
Survey	December 2025	June 2026
Design/Engineering	-	-
Environmental Review/Permitting	-	-
Bid/Contract	-	-
Start Construction	-	-
25% Construction	-	-
50% Construction	-	-
75% Construction	-	-
100% Construction	-	-
Punch List	-	-

9.7 Please provide a list of all permits and other actions required for this project, the current status of those permits, and the timeframe in which the permits will be obtained. Please specify all required local permits and the status of each.

Required Permit / Action	Filing/Request Date	Anticipated Date of Issuance
<input type="checkbox"/> Secretary’s Certificate on Environmental Notification Form and Environmental Impact Report, if applicable	-	-
<input type="checkbox"/> Notice of Intent	-	-
<input type="checkbox"/> Water Quality Certificate	-	-
<input type="checkbox"/> Chapter 91 Authorization	-	-
<input type="checkbox"/> CZM Consistency Concurrence	-	-
<input type="checkbox"/> US Army Corps of Engineers Authorization:	-	-
<input type="checkbox"/> Other:	-	-
<input type="checkbox"/> Other:	-	-
<input type="checkbox"/> Other:	-	-

Attach copies of all applications and permits obtained as noted above.

9.8 Please list all pre-application meetings with agencies that have occurred and issues to be addressed.

9.9 Is any part of the project in the current 1% annual chance (100-year) floodplain, the current 0.2% annual chance (500-year) floodplain, and/or within 0.1 miles of a water body?

- Yes
- No

9.10 Does the project site have a history of flooding?

- Yes
- No

9.11 Will the project result in a net increase in impervious area at the site?

- Yes
- No

9.12 If yes to any of the above, describe how the project design will mitigate flood risks, sea level rise, precipitation and storm surge and/or heat-island impacts based on the best available climate change science and data.

9.13 Will the project provide positive environmental benefits to the community, such as ecological restoration, improved air/water quality, pretreatment of stormwater discharge, etc.?

- Yes
- No

9.14 If yes, describe the benefits provided by this project and provide any supporting documentation.

Marina Park improvements will be designed with a sustainable approach. Sustainable buildings use fewer resources and minimize waste. Sustainable buildings help to reduce carbon, water, energy and waste. By improving energy efficiency, sustainable buildings help reduce indoor air pollutants related to serious health issues. Water-efficiency measures in sustainable buildings help reduce water use (promoting rainwater capture, as well as the use of non-potable sources). Sustainable measures also divert waste from landfills. These buildings also lower air pollutant and CO2 emissions. Emissions are reduced by decreasing energy use through energy-efficient design, use of renewable energy, and building commissioning.

Upload any supporting documentation.

For questions, please email the Director of the Seaport Economic Council, Ellen Cebula at ellen.cebula@mass.gov.

Seaport Economic Council Grant Application 2026

Marine & Environmental Services

Goal: This grant will fund 80% of the cost of a Professional/Technical feasibility report and Schematic Design for improvements at Marina Park.

Improvements to be considered by the consultant:

1. Building reconstruction/addition to address sea level change by raising and/or other designs to improve resiliency in a flood or velocity zone. The building improvements to be considered are increases in the elevation of the building, additional office workspace areas, meeting space, public and private restroom facilities and transient boater laundry facilities.
2. Shellfish Upwellers: The upwellers will be increased in number and relocated for better utilization of the area near the garage. The feasibility will also address potential solar array to offset power needed to run the shellfish propagation center.
3. Parking: Parking will be analyzed to increase efficiency and better serve the daily users of marine park.
4. Traffic Flow: The traffic patterns will be analyzed to better facilitate changes and increase potential parking. This will likely include adding a retaining wall and angled parking along the docks for slip holders and transient visitors.
5. Bulkhead Installation: The bulkhead in front of the charter/commercial boats was not upgraded when the main marina was reconfigured from fixed docks to floating docks. A new bulkhead will be needed, and this be designed to take into consideration the expected sea level rise.
6. Park & Lawn Upgrades: The town will investigate changes to the grass areas that will allow for continued special events use without the current damage caused to the lawn and park annually. Water supply will be extended to the park areas to allow for easier access for approved special events in the park and for DPW maintenance for parks.

TOWN OF FALMOUTH
SELECT BOARD
MONDAY, AUGUST 22, 2022 – 6:15 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; Sam Patterson; Edwin (Scott) Zylinski II; Onjalé Scott Price; Douglas C. Brown

Absent: Megan English Braga

Others present: Peter Johnson-Staub, Acting Town Manager

6:15 p.m. EXECUTIVE SESSION

1. M.G.L. c.30A s.21(a)(2) - To discuss strategy with respect to contract negotiation with nonunion personnel (Julian M. Suso, Town Manager) and M.G.L. c.30A s.21(a)(3) - To discuss strategy with respect to potential litigation (Julian M. Suso, Town Manager)

Motion by Ms. Scott Price: To enter Executive Session at 6:15pm per M.G.L. c.30A s.21(a)(2) - To discuss strategy with respect to contract negotiation with nonunion personnel (Julian M. Suso, Town Manager) and M.G.L. c.30A s.21(a)(3) - To discuss strategy with respect to potential litigation (Julian M. Suso, Town Manager), and to not do so would jeopardize the process.

Second: Mr. Patterson.

Roll Call Vote: Brown – aye; Patterson – aye; Taylor – aye; Scott Price – aye; Zylinski – aye; Yes – 5 No – 0

OPEN SESSION

1. Call to Order - By Chair Taylor at 6:47 p.m.
2. Act on mutual separation agreement and release between Julian M. Suso and Town of Falmouth

Chair Taylor explained that the Falmouth Select Board worked diligently and tirelessly to bring negotiations to a conclusion. The Board conducted ten executive sessions and met with the Finance Committee, Special Counsel, Town Counsel, and the Acting Town Manager. The Board's priority was to bring this matter to a conclusion with the best interest of the Town always at the forefront. The Executive Session this evening was to discuss strategy with respect to contract negotiations with nonunion personnel Julian M. Suso, Town Manager, under M.G.L. c.30A s.21(a)(2) to discuss strategy with respect to potential litigation with Julian M. Suso, Town Manager. She thanked the Select Board, Finance Committee, Finance Director, Special and Town Counsels, and Acting Town Manager for their work and their commitment to Falmouth throughout this negotiation process. The unanimous votes by the Select Board and the Finance Committee show that this resolution is in the best interest of the Town of Falmouth.

Motion by Ms. Scott Price: That the Select Board approve and execute the mutual separation agreement and release between Julian M Suso and the Town of Falmouth.

Second: Mr. Zylinski.

Roll Call Vote: Brown – aye; Patterson – aye; Taylor – aye; Scott Price – aye; Zylinski – aye; Yes – 5 No – 0

3. Act on rescinding all documents relating to Julian M. Suso’s 2022 performance review

Motion by Ms. Scott Price: That the Select Board rescind all documents relating to Julian M Suso’s 2022 performance review.

Second: Mr. Zylinski.

Roll Call Vote: Brown – aye; Patterson – aye; Taylor – aye; Scott Price – aye; Zylinski – aye; Yes – 5 No – 0

4. Act on rescinding the May 12, 2022 resolution to terminate Julian M. Suso and the subsequent June 27, 2022 vote to terminate, along with any written notice of such actions.

Motion by Ms. Scott Price: That the Select Board rescind the May 12, 2022, resolution to terminate Julian M Suso and the June 27, 2022, vote to terminate Julian M Suso and to accept Julian M Suso’s resignation from employment as Town Manager, effective August 26, 2022, as provided in Paragraph 1 of the mutual separation agreement with Julian M Suso.

Second: Mr. Zylinski.

Roll Call Vote: Brown – aye; Patterson – aye; Taylor – aye; Scott Price – aye; Zylinski – aye; Yes – 5 No – 0

Special Town Counsel Robert Troy explained that this statement is an effort to bring transparency to the ten lengthy executive sessions that the Select Board has had behind closed doors, as the public is entitled to know why the Select Board made the decision it made tonight. In addition to the Select Board’s Executive Sessions, there were many public sessions that the Board held and there were many meetings which involved extensive contributions by Town Counsel, the Acting Town Administrator, Finance Director, and chairman of the Finance Committee. It is important to note that there was unanimity throughout the process by all Town officials who assisted in this process and that all votes, which will ultimately be made public when the minutes of the meetings are revealed, were unanimous. There were three factors which the Board emphasized in making its decision. The first was for resolution and finality, as opposed to continued conflict. Second, the Board determined that the Town faced potential liability in multitudes of the agreed upon lump sum payment of \$235,000 which is reflected in the agreement executed this evening. Due to various provisions of the Town of Falmouth charter and practices dealing with separated personnel, there were additional monies paid, separate and apart from this proceeding. There were numerous offers of settlement by both parties and ultimately a consensus was agreed to, and the decision was a mutual one between the Town and Mr. Suso. Both the Town and Mr. Suso are issuing, executing, and agreeing to broad releases of any and all claims against each other to leave this matter settled. Finally, the Board determined

that resolution of this matter was significant to the obligation of the Town to provide effective and efficient day-to-day operations. The Board was interested in resolving this issue and ending any controversy as of tonight, which it has done with resolution of this matter. This provides the green light to conduct business of the Town in an efficient manner without any distractions relating to any other disputes.

Motion by Ms. Scott Price: That the Select Board adjourn at 7:00pm. Second: Mr. Patterson.

Roll Call Vote: Brown – aye; Patterson – aye; Taylor – aye; Scott Price – aye; Zylinski – aye; Yes – 5 No – 0

7:00 p.m. - OPEN SESSION

Call to Order: By Chair Brown at 7:07 p.m.

Pledge of Allegiance: Led by Select Board

Recognition: Mr. Brown recognized the organizers of the Falmouth Road Race. Ms. Taylor recognized the Falmouth Police and Fire Departments for their work during the Road Race. Mr. Patterson recognized the DPW during the Road Race.

Announcements: Mr. Brown noted that many people are putting out their recycling bins backward and not fully at the roadside, which does not lead to efficiency during collections.

Public Comment:

Deborah Clark, 16 Studio Way, asked that the Town address a chronic problem with the 105 year old water line on Little Island Road, which was installed in 1917. It has broken three times in the last 18 months. The Water Department is well aware of the problem and already have a design that is awaiting funding. She asked for funding for this project out of the Public Works budget.

Dave Moriarty stated that he attended the RI Energy Facility Board meeting, and it was brought to his attention that Mayflower Wind is still pursuing cables in Falmouth. This is disconcerting as he was previously told that the Town is not working with Mayflower Wind.

TOWN MANAGER’S PRELIMINARY REPORT

Mr. Johnson-Staub stated that the Board will hold two flow-neutral bylaw variance hearings this evening. This first, for 159 Main Street - Blue Moon Sea Grille, is requested to redevelop what is now retail space into a 130 seat restaurant. Wastewater Superintendent, Amy Lowell, has provided a referral stating that the sewer has sufficient capacity to accommodate the additional flow. The Board of Health referral states that there is not sufficient space on the property to fit a Title 5 system, which is one of the criteria for the variance under the bylaw. However, the bylaw provides for a variance even if it does not meet the requirements. One criteria for approving a variance would be under economic development and the proposed restaurant would undoubtedly

increase employment and generate meals tax revenues that the current retail space is not generating.

The second bylaw variance is for 13 Davis Straits from New Creek LLC, which owned by the Kimco Corporation. The proposal is for a redevelopment of a portion of Falmouth Plaza, to replace the former Friendly's, Staples, and three additional storefronts with 156 rental apartments, 39 of which would be affordable. Wastewater Superintendent Amy Lowell has provided a referral stating that the increased sewage flow would exceed the capacity of the lift station which could potentially cause sewer backups. The original recommendation was that the Board defer action on this item until a formal engineering evaluation of the lift station could be completed. He and Ms. Lowell met with representatives of the Kimco Corporation and Attorney Bob Ament and discussed the possibility of a contingent approval of the variance. This is not recommended at this time, but the Board may wish to consider continuing the hearing to see if an agreement can be reached that would protect the Town from any liability. The Board of Health referral has not been received and because the volume of wastewater for this project exceeds 10,000 gallons per day, which is beyond the scope of the Board of Health under Title 5. This will go to the Massachusetts Department of Environmental Protection for a groundwater discharge permit. The proposal for a substantial number of affordable rental units is consistent with the Town's planning vision for this area under the Mixed Residential Commercial Overlay District.

The third hearing is for a change of officers for a liquor license for the Captain Kidd Restaurant. All of the requirements for the application have been and there are no staff concerns.

On the business portion of the agenda, there are two Change of Manager applications for liquor licenses. Also, the Board will hear a report from the Human Services Committee and from the Commission on Substance Use. The Board will also hear presentations on the Operating Budget Financial Policy and Capital Plan. The Select Board's Fiscal Policy was last updated in 2017, and the only substantive change proposed is the addition of the policy adopted by the Board earlier this year to allocate a portion of the room occupancy excise taxes to affordable housing and to the School Department. The proposed Capital Improvement Plan recommends spending of \$9.7M which is nearly \$2.4M more than last year to fund these requests. The intention is to apply approximately \$1.5M from the Capital Stabilization Fund for the purchase of a fire engine and an ambulance for the Hatchville Fire Station which is in the design process. The last item on the business agenda is a proposal to authorize additional Barnstable County ARPA grant applications. The county is receiving \$41.3M in ARPA funds, of which Falmouth would have received about \$6M if the funds had been allocated to the towns by population. The Board previously authorized a grant application for \$1.3M for wastewater treatment facility upgrades, which represents the full amount the County has earmarked for Falmouth to date.

COMMITTEE INTERVIEWS

1. Interview, vote, and appoint committee member: Board of Health – John Waterbury

Motion by Mr. Brown: That the Select Board appoint John Waterbury to the Board of Health for a three year term ending 6/30/25. Second: Mr. Patterson.

Vote: Yes – 5 No – 0

PUBLIC HEARINGS

1. Flow Neutral Bylaw – Evaluation of Request for Variance – Blue Moon Sea Grille, Inc. – 159 Main St., Falmouth (parcel 47A 07 070 000)

Ms. Scott Price read the public hearing notice.

Attorney Bob Ament, representing the applicant, explained that the proposal is to create a high class seafood dining establishment in Town Hall Square. An outdoor dining space will be created, including a deck installed between the building and Town Hall Square within a 14' right of way. The parties who have rights to that right of way have all consented. There will be approximately 50 seats on that dining deck and the area will be landscaped. The total number of seats, inside and outside, is proposed to be 125. The site must be connected to the Town sewer as the property is on the Town sewer. This will be an increase of more than 10% of the flow from existing uses which requires a variance. It is within the Board's sole discretion to allow this expansion, from which there will be public benefits. The owner estimates that the meals tax generated from the restaurant would be between \$150,000-\$200,000 per year. Depending on the time of year, there could be 20-40 people employed in the restaurant. The Board has received approximately 25 letters from Falmouth residents who have indicated their support, along with a support petition which has been signed. The Board also received a letter of support from the President of the Chamber of Commerce. The Chamber of Commerce notes that there are traffic and parking issues in Downtown and these will be considered by the Zoning Board of Appeals during a Special Permit hearing. The proposal will be an improvement to the Town and to Town Hall Square, as well as providing for handicap access which the building presently does not have. The Wastewater Superintendent mentioned that there would need to be a grease trap installed on the property and Falmouth Engineering is working on a plan for that.

Mr. Patterson asked the height of the proposed deck. Attorney Ament stated that it will be approximately 1'-2' off the ground. It will be level to the first floor of the building, allowing for handicap access onto the deck and into the building.

Mr. Brown stated that the Board also received a letter that this approval would take up the capacity for another potential 20 houses.

Mr. Zylinski asked about travel accommodations for the potential employees. Attorney Ament stated that the owner intends to offer a shuttle service. The Chamber is working with the business community for arrangements for public parking.

Maurie Harlow-Hawkes, Precinct 6, expressed concern regarding removal of houses from the capacity of the original plan for sewerage of the Town and giving this to businesses that jump ahead of the line.

Joe Netto noted that no business on Main Street can be expanded due to parking issues. He suggested installing parking meters along Main Street again. He also suggested a municipal parking garage.

Linda Tsimortos, 136 Main Street, stated that she has concerns from Timber, which her building abuts. She cannot sleep some nights due to the noise that is allowed until 1am. She expressed concern with access to a nearby easement. She believes the proposal for Blue Moon Sea Grille will add to more destruction and noise. This area is a neighborhood that needs to be considered.

Meg Maggio, 137 Main Street, stated that the proposal is environmentally incorrect. The additional sewage will impact the water flow and environment of the area. The proposed capacity is completely wrong for the site and is being sought due to greed.

Mr. Johnson-Staub asked about the estimated meals tax revenue calculation. The owner, John Richardi, stated that, based on his other businesses, the estimated calculation is correct.

Dennis, a resident, stated that there appears to be a finite capacity on the sewer system which is not easy to upgrade. Existing restaurant owners have having trouble finding employees. He asked where the proposed employees for this restaurant will live, especially if the proposed capacity takes away capacity that could be used for new homes.

Mr. Netto stated that treatment and discharge of sewage are different things. The discharge of effluent is a problem in Town. This needs to be corrected. Ms. Lowell explained that the wastewater treatment plant does an excellent job of removing nitrogen. The discharge is not into Buzzards Bay but into the ground over time. There is an intimation that the treatment plan is not performing well and is not meeting its goals, but this is not correct. There have been periodic problems over the years, but it overall works well. The Town has sent a targeted watershed management plan to the State for Great Pond. Part of that plan is to expand the discharge capacity at that location. An outfall is also being considered as a long-term solution.

**Motion by Mr. Patterson: To close the hearing.
Second: Ms. Scott Price. Vote: Yes – 5 No – 0**

Mr. Brown expressed concern regarding approving this project without any parking, though this will be considered by other boards.

Mr. Patterson stated that urban areas have much less parking for local restaurants and simply require a bit more walking. It is important to support the business and economic vitality of the Town.

Ms. Scott Price expressed concern with using the capacity which could be used for other housing developments, but it would not be responsible to hold this project up for a potential or unknown future housing project.

Mr. Zylinski stated that he believes the other regulatory boards will deal with the issues regarding parking and traffic. The Town needs economic vitality.

**Motion by Mr. Brown: To approve the variance request to the Flow Neutral Bylaw.
Second: Mr. Patterson. Vote: Yes – 5 No – 0**

1. Flow Neutral Bylaw – Evaluation of Request for Variance – New Creek LLC – 13 Davis Straits, Falmouth (parcel 39 15 049D 004)

Ms. Scott Price read the public hearing notice.

Attorney Ament explained that the applicant is proposing to construct an apartment building on a portion of this property, which currently holds a Staples and former Friendly's restaurant along with three other storefronts. This property is in the Mixed Residential Commercial Overlay District (MRCOD). The MRCOD zoning requires that building be 20' from the street and have certain setback, and parking requirements. This proposal will meet all of the MRCOD requirements. The plan shows 156 apartments, for 250 total rooms, on 9.4 acres with 25% or 39 of the apartments being affordable. All of the apartments will count towards the Town's subsidized housing list. The lot coverage under this project will be reduced and the site is on public transportation routes. The initial traffic studies completed for the project indicate that the traffic from these apartments would be approximately half the traffic that results from a restaurant of the size of Friendly's and the retail space like Staples. The project does not involve removal of any green space and actually creates more of it. The project will be connected to the sewer and not cause environmental impacts associated directly with the project. When the Town adopted the Flow Neutral Bylaw, it provided that multifamily housing in business districts would require a Special Permit if not under MRCOD. MRCOD only requires Site Plan Review from the Planning Board. MRCOD also specifically allows up to 20 units per acre by-right and this proposal is for less than 17 units per acre.

One of the requirements for a MRCOD project is to be on the Town sewer. The by-right calculation shows 55 apartments with three bedrooms each. The project looks to request 1,639 additional gallons per day of flow out of the system and the Wastewater Superintendent has reported that there is capacity in the system for this project. One problem is that the sewerage from this site and significant areas around it flow by gravity to the lift station which is then pumped into the system. The lift station may not have sufficient pumping capacity to handle the flow from this project. The proposed site is an ideal location for the kind of housing being proposed and positive feedback has been received from the Cape Cod Commission and other Town officials. The applicant cannot overburden any components of the system and the applicant's ability to hook up to the sewer is a threshold determination. If the Board allows the applicant to hook up the project to the system, the applicant will then go to the Cape Cod Commission and come back to the Planning Board for Site Plan Review. The applicant has an issue with Ms. Lowell's recommendation to put this off for six months. The applicant would like to help consider what can be done for this project. The applicant needs to know if the Town will allocate the sewage flow from the West Falmouth system to allow this project to move forward. The request is for the Board to grant conditional approval to connect to the sewer, conditioned on resolution for the lift station problem or another adequate solution.

Mr. Zylinski suggested a traditional system on this property in order to help take some of the load off the system. Ms. Lowell stated that this would be unconventional. There are other solutions that could be considered, such as putting a lift system on the property itself.

Charlotte Harris, Planning Board, noted that Kimco is the largest owner in the Falmouth Plaza. If the Board considers conditional approval now, it may show the Town's interest in working and collaborating with the applicant. She asked the Board to consider moving forward with this and not wait for an additional six months.

Ben Weiss spoke regarding the urgency of the housing crisis for young people in Town. He is excited for any opportunity in Town for affordable housing. He suggested a conditional approval which could then allow parallel processes to move forward.

Mr. Netto asked for a moratorium on the Flow Neutral bylaw until the Board can study how the Planning Board Article will affect the sewer plant. The Board needs to consider the cumulative impacts proposals will have on the Town.

Attorney Ament noted that the suggestion is to give the applicant 30 days to consider how to solve the overall capacity issue of the project with staff. The question is if those problems can be solved. If they can, then the applicant will need to determine what solutions there are.

Motion by Mr. Brown: To close the hearing.

Second: Ms. Scott Price. Vote: Yes – 5 No – 0

Motion by Mr. Patterson: To continue this hearing to September 26, 2022.

Second: Mr. Brown. Vote: Yes – 5 No – 0

2. Application for a Change of Officers/Directors and Change of Stock of an All Alcoholic Common Victualler License – 77 Water Street, Inc. d/b/a Captain Kidd Restaurant, 77 Water Street, Woods Hole

Ms. Scott Price read the public hearing notice.

William Murray, for the applicant,

Motion by Mr. Brown: To close the hearing.

Second: Mr. Patterson. Vote: Yes – 5 No – 0

Motion by Mr. Patterson: To approve this application.

Second: Mr. Zylinski. Vote: Yes – 5 No – 0

BUSINESS

1. Licenses
 - a. Approve application for a Change of Manager for an All Alcoholic Common Victualler License – 77 Water Street, Inc. d/b/a Captain Kidd Restaurant, 77 Water Street, Woods Hole

Motion by Mr. Zylinski: To approve this application.

Second: Mr. Patterson. Vote: Yes – 5 No – 0

- b. Approve application for a Change of Manager for an All Alcoholic Common Victualler License – Woods Hole Golf Club, located at 130 Quissett Avenue, Woods Hole

Motion by Mr. Brown: To approve this application.

Second: Ms. Scott Price. Vote: Yes – 5 No – 0

2. Report – Human Services Committee

The Board heard a report from Karen Delaney on the Human Services Committee.

Ms. Taylor agreed that there is a need for mental and behavioral health services for children on the Cape. She noted that supporting homeless prevention is important and a struggle in Town.

3. Report – Commission on Substance Use

The Board heard a report from Beverly Costa-Ciavola on the Commission on Substance Use.

Ms. Taylor thanked the Commission for its continued support of the High School's After Prom Party.

4. FY24 Operating Budget Policy, Financial Policy Update, and Capital Plan Presentation – Jennifer Mullen, Finance Director

Jennifer Mullen, Finance Director, reviewed the updated Financial Policy. Effective July 1, 1% additional room occupancy tax will be diverted to the Falmouth Affordable Housing Fund, estimated at \$350,000. The Short Term Rental Tax will also be allocated to the Affordable Housing Fund and School Operations at approximately \$500,000 each.

Mr. Brown stated that, with regard to the Short Term Rental Tax, the Board agreed to put all of the funding toward Affordable Housing. The Board was asked to reconsider and put some of the funding toward School Operations. The Board agreed to reconsider this, and he suggested the Board do so at this time. Ms. Mullen stated that this is the Board's own policy decision to make.

Ms. Mullen explained that the large revenue source is generally prudent to share with the schools. She reminded the Board of this commitment in January and believed the Board agreed to support this. Ms. Taylor stated that she would have concerns taking the funding from the Schools now. This is an increase in tax revenue. It would be prudent to split the funds between the two groups. Mr. Brown stated that the Board already agreed to allocate this to affordable housing. Mr. Patterson stated that this funding is squarely for housing and should likely go towards the Town's housing issue. He noted that he has additional suggested amendments to make.

Motion by Mr. Patterson: To table discussion on the Fiscal Policy to the Strategic Planning Meeting.

Second: Ms. Scott Price. Vote: Yes – 5 No – 0

The Board reviewed the Operating Budget Policy.

Mr. Patterson made some suggested amendments.

Motion by Ms. Taylor: To approve the Operating Budget Policy, as amended.

Second: Mr. Zylinski. Vote: Yes – 5 No – 0

Ms. Mullen made a Capital Plan presentation. She explained that some of the major initiatives for the new Hatchville Fire Station include a fire apparatus and ambulance. The recommendation is to fund these from the Capital Stabilization Fund. Other major initiatives include the West Falmouth boat ramp, replacement of the Library windows, the road maintenance budget, and water upgrades. There are also funds for coastal erosion repair and maintenance on Chapoquoit Road, design for the pickleball, a turf field designed for Trotting Park Road, and the replacement of eight tennis courts at the High School. Initiatives for this year will be funded using \$1.6M from the Capital Stabilization Fund for the fire apparatus, approximately \$7.8M of free cash, approximately \$200,000 from overlay surplus to fund a revaluation, and \$36,000 from the Utility Software Article for online licensing software for the Board.

Motion by Mr. Brown: To approve the Capital Plan, as presented.

Second: Mr. Zylinski. Vote: Yes – 5 No – 0

5. Barnstable County ARPA Grant Applications

Mr. Johnson-Staub explained that recently the County voted to make available \$5M for smaller grants and that round of funding is open to municipalities as well as nonprofits. He recommended, at the suggestion of the Water Quality Management Committee and in consultation with Ms. Lowell, a \$500,000 application for design of the Teaticket/Acapesket sewer collection system

Motion by Mr. Patterson: To authorize submitting applications for the Teaticket wastewater collection system design and for the Teaticket/Acapesket system detailed design and construction for \$4,200,000.

Second: Mr. Brown. Vote: Yes – 4 No – 0 Abstain – 1 (Ms. Taylor)

CONSENT AGENDA

1. Licenses

- a. Approve Application for an Innholder License, Entertainment License and Sunday Entertainment License – Wagner Hospitality Management, LLC d/b/a Holiday Inn Falmouth, located at 291 Jones Rd. Falmouth
- b. Approve Application for a Second-Hand Dealer License – Blooming Resale - 577 North Falmouth Highway, Bld. B, North Falmouth

- c. Approve Application for an Administrative Change of Address of a Wine and Malt Common Victualler License – Silver Beach Pizza & Seafood, located at 557 North Falmouth Highway, Bld. A, North Falmouth
- d. Approve Application for a Special One-Day All Alcohol Liquor License - Falmouth Theatre Guild, located at 58 Highfield Drive, Falmouth - Friday, September 9 and Saturday, September 10, 2022
- e. Approve Application for a Special One-Day Wine and Malt Liquor License - Really RAD Festival of Cyclocross - WM Cycling Events, Inc. - Cape Cod Fairgrounds - Saturday, November 5 and Sunday, November 6, 2022
- f. Approve Application for a Special One-Day Wine and Malt Liquor License - Cape Cod Bocce Tournament - Joe Q Veteran Coffee Break - Falmouth Academy - Saturday, October 1, 2022
- g. Approve Grant of License to Michael & Joanne Roof to maintain a fence and garden located in the Town right of way at 100 Bridge Street - pending Town Counsel approval & verbiage

Motion by Ms. Scott Price: To approve the Consent Agenda.

Second: Mr. Zylinski. Vote: Yes – 5 No – 0

- 2. Approve 2022 Seasonal/Annual License Renewal
Second-Hand Dealer License
 Cape Kids Treasures, two pop-up consignment events per year

Motion by Ms. Scott Price: To approve the renewal request.

Second: Mr. Zylinski. Vote: Yes – 5 No – 0

- 3. Administrative Orders
 - a. Approve Mortgage Refinance for 27 Mill Farm Way, Unit 16
 - b. Approve request for sign variance - Cape Cod R.O.A.R - placement of promotional banner on St. Barnabas Church lawn at 91 Main St. - September 1 through September 12, 2022
 - c. Approve request for variance to sign code 184-20 – off premise sandwich board style promotional signs for the Falmouth Rotary Club Craft Fair - August 29 - September 4, 2022
 - d. Approve expenditure from the Beach Donations Account in the amount of \$500.00 for the Dr. David Garber “Dare to be Great” Award
 - e. Accept a donation in the amount of \$1,500 from Falmouth Road Race, Inc. to the Beach Donations Account to fund the annual banquet
 - f. Accept a donation in the amount of \$2,000 from Paul Miskovsky to the Beach Donations Account to fund the annual banquet
 - g. Accept a donation in the amount of \$1,900 from New England Endurance Events to the Beach Donations Account
 - h. Approve expenditure from the Beach Donations Account in the amount of \$5,667.60 to fund the Beach Department's annual Staff Awards banquet
 - i. Authorize letter to Attorney General Maura Healey urging action to prevent Holtec from dumping radioactive water into Cape Cod Bay

Motion by Mr. Patterson: To approve the Administrative Orders.
Second: Mr. Brown. Vote: Yes – 5 No – 0

4. Vote Reappointments of Certified Weighers

Motion by Mr. Patterson: To approve the reappointments of certified weighers.
Second: Ms. Scott Price. Vote: Yes – 5 No – 0

5. Review and Vote to Approve Minutes of Meetings: Public Session - July 25, 2022

None at this time.

TOWN MANAGER’S SUPPLEMENTAL REPORT

- The wind turbine demolition is proceeding.
- The Beach Department has started to lose some of its staff, as it normal this time of year, but it not losing them as quickly thanks to the incentive bonus.
- A number of positions have been filled including - Assistant Library Director, Recreation Director, and the Administrative Assistant Paralegal position in the Town Counsel office.
- The principal Office Assistant for the Conservation Department has resigned.
- HR Director interviews are beginning this week.

SELECT BOARD REPORTS

- Mr. Brown attended the Road Race event and the West Falmouth Village Association’s meeting. He also attended the Beach banquet.
- Mr. Patterson expressed his appreciation to the Road Race Committee. There may be an issue with traffic and being able to reach those who needed emergency help during the race. He asked that a discussion with the Friends of Nobska Light be placed on a future agenda.
- Mr. Zylinski recognized everyone who cleans up after the Road Race event.
- Ms. Taylor asked all Board members to review the old Strategic Plan and list five top goals for the Town.

DISCUSSION OF FUTURE AGENDA ITEMS

- To address the Mayflower Wind project with whatever information is available.
- Discussion with Friends of Nobska Light.
- Discussion regarding potential actions on short-term rental revenues.

ADJOURN

Motion by Mr. Zylinski: To adjourn at 10:25pm.
Second: Ms. Scott Price. Vote: Yes – 5 No – 0

Respectfully submitted,
Kristan Patenaude, Recording Secretary

TOWN OF FALMOUTH
SELECT BOARD
STRATEGIC PLANNING SESSION
SATURDAY, AUGUST 27, 2022 – 9:00 A.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; Sam Patterson; Edwin (Scott) Zylinski II; Onjalé Scott Price; Douglas C. Brown

Absent: Megan English Braga

Others present: Peter Johnson-Staub, Acting Town Manager

THIS IS A WORKSHOP MEETING – THERE WILL BE NO PUBLIC COMMENT.

OPEN SESSION

1. Call to Order - By Chair Taylor at 9:00 a.m.

2. Strategic Planning Priorities

Ms. Taylor explained that the proposal for this work session was for each Board member to create a list of five strategic priorities for the whole Board to consider.

Ms. Scott Price reviewed her five goals.

- 1) Managing the affordable housing crisis
 - a. The Town is in dire need of affordable housing and is at a breaking point.
 - b. The Town needs to increase its housing stock for both ownership and rentals to match the need.
 - c. The Board should spend some time researching and learning from what other communities are doing, while keeping in mind coastal resilience, wastewater management, and the lack of new land that can be acquired.
 - d. The Town could consider an Airbnb moratorium, tax benefits to property owners who rent long term, revisiting the ADU bylaw, changing minimum lot size requirements, and exploring different housing options such as tiny homes.
 - e. This should be a top priority.
- 2) Managing the opioid addiction crisis
 - a. Working with the Police and Fire Departments to reduce the number of overdose deaths to 0.
 - b. Considering clinicians or other staff for the Police and Fire Departments.
 - c. Determining if a root cause of addictions in the community could be a lack of stable housing.
 - d. Increase funding to life saving services through the Health and Human Services Department.

- 3) Prepare the Town's coasts and waterways for climate change - Coastal Resilience
 - a. In retrofitting buildings for affordable housing or other uses, coastal resilience should be considered.
- 4) Consider policies toward decreased pollution to waterways and wastewater management; prioritize areas of Falmouth most in need of sewer connections.
 - a. Identify other options for minimizing pollution to waterways.
 - b. Encourage and incentivize composting.
 - c. To be completed prior to the next Strategic Plan in 2027.
- 5) Increased diversity, equity, and inclusion throughout Town departments
 - a. Hire a DEI officer.
 - b. Implement recommendations into policy updates and new policies.
 - c. Determine Town goals to increase DEI.
 - d. Hire the DEI officer in the next 6-8 months.

Mr. Zylinski reviewed his five goals.

- 1) To support public safety officials and departments
 - a. Building staff and capacity to meet added workloads and demands.
 - b. Provide social workers to the Falmouth Police Department.
 - c. Monitor the ongoing impact of COVID on mental health.
 - d. Address the ongoing drug addiction issue and find the root causes.
- 2) Financial and economic stability and planning
 - a. Maintain the AAA bond status.
 - b. Support department's programming needs.
 - c. Contract with a professional grant writer.
- 3) Prioritize affordable housing
- 4) Improve organizational effectiveness
 - a. Fill the Town's open management positions.
 - b. Engage in a departmental review process.
 - c. Consider how to retain employees.
- 5) Water/wastewater management
 - a. Implement a water main and replacement plan.
 - b. Address sewer resiliency issues.
 - c. Support the DPW-mandated stormwater management plan.
 - d. Implement a coastal resiliency plan.
 - e. Devise a beach management plan.

Ms. Taylor reviewed her five goals.

- 1) Health and safety
 - a. Clinicians for the Falmouth Police Department.
 - b. Support homeless citizens.
 - c. Follow through on the removal of the Town from the requirements of civil service.
 - d. Increasing the support to the management of substance use disorder.
- 2) Financial and economic stability
 - a. Contract with a grant writer.
 - b. Maintain the AAA bond rating.

- c. Consider a procurement officer.
- d. Prioritize support for Falmouth Public Schools.
- e. Grow affordable housing.
- 3) Improve organizational effectiveness
 - a. Review the Falmouth Charter.
 - b. Obtain support at the top of the organization chart.
 - c. Focus on equity and inclusion in hiring practices.
- 4) Coastal/natural resources
 - a. Build sewer resiliency.
 - b. Portable bath stalls ensuring handicapped access for beaches.
- 5) Enhanced community engagement
 - a. Make a more user friendly website
 - b. Promote work within the Town.
 - c. Potluck supper for community members.
 - d. Make the ads in the newspaper more readable.

Ms. Taylor exited the meeting and Ms. Scott Price sat as Chair.

Mr. Patterson reviewed his five goals.

- 1) Financial and economic stability
 - a. Do not focus solely on the AAA bond rating, as this does not represent the interests of the citizens.
 - b. Use more objective measures of how well the Town is managing its financial resources and supporting its benefits to the citizens.
 - c. Consider the rise in the interest of capital improvements expansion
 - d. Do not be as cautious in terms of making financial investments and capital improvements to address major issues.
 - e. Determine what level of reserves to keep versus investing for the benefit of the citizens
- 2) Affordable housing
 - a. Consider a graduated/weighted tax rate
- 3) Public safety and mental health
- 4) Review the existing Strategic Plan
 - a. Drop COVID-19 the language for this current strategy because it has become an endemic issue much like flu.
 - b. Remove weasel wording from the Strategic Plan. The current plan is designed to basically obfuscate all of the goals and is not an action oriented plan.

Mr. Brown reviewed his five goals.

- 1) Financial and economic stability, and community development
 - a. Affordable housing.
 - i. Continue to support the zoning reform and allow greater density in central locations of Town.
 - ii. Find a way to maintain level funding to the Affordable Housing Fund.
 - iii. Consider the moratorium on short term rentals.

- b. Integrate the role of Community Development Director into the Assistant Town Manager job description.
 - c. Budget for a Sustainability Director with grant writing expertise.
 - d. Maintain the current comprehensive financial practice.
 - e. Identify new revenue sources.
 - f. Improve public transportation into Town.
- 2) Water/Wastewater management
- a. Explore and develop discharge capacity.
 - b. Expedite replacement of ancient water mains
 - c. 0% interest loans for irrigation wells
 - d. Drip irrigation toilet replacement program
- 3) Health and public safety
- a. Fire Rescue Department staffing levels to maintain static station model.
 - b. Budget for future payroll and apply for grants.
 - c. Identify best practice for number of police patrols in Town using a comparative study.
 - d. Consider new locations for the Falmouth Police Department headquarters building.
 - e. Remove the FPD from civil service letters to elected officials.
 - f. Health Department to work closely with the County Health Department to collaborate on issues regarding public
- 4) Coastal, natural resources, infrastructure, and beaches
- a. Implement the coastal resiliency action plan as directed.
 - b. Develop a staff coastal resiliency team for implementation of identified objectives.
 - c. Request assistance from the coastal zone management and elected officials to maximize sea floor mapping program to identify potential mining sites for offshore dredging opportunities.
 - d. Develop budgets for dredging nourishment projects and potential expedited or standing permits.
 - e. Proposed legislation to streamline the coastal resilience projects.
 - f. Develop and implement beach management plan, beach profile studies, beach nourishment objectives and strategies.
 - g. Consider trucked in washed sand for maintenance.
 - h. Consider Beach Department enterprise fund.
 - i. Optimize grant opportunities and improve accessibility.
- 5) Organizational effectiveness
- a. Hire sustainability director in 2024 and coastal resiliency coordinator in 2025.
 - b. Implement energy, conservation measures and improve building efficiency.
 - c. Construct solar canopies on all viable municipal and school parking areas.
 - d. Car charging stations to be credit card operated.
 - e. Continue to integrate electric vehicles into the fleet.
 - f. Develop solar array over the entire wastewater plant site to replace the wind turbine production.
 - g. Explore and implement municipal sites for alternative energy opportunities.
 - h. Maintain rail access to the transfer station for continued operation.

- i. Develop a food waste recycling composting program with residential pickup.
- j. Overhaul the Town website.
- k. Share social media policy with department heads and advise how best to proceed with public information sharing.

The Board took a brief recess.

3. Fire Staffing – FY24

Mr. Johnson-Staub reviewed the timeline of Fire Station construction and staffing decisions that have led to this point. In the spring of 2020, the Select Board and Town Administration brought forward an override to hire eight firefighters. It was explained at the time, that these positions would enable the Fire Department to increase its start up shift staffing from 14 to 16 per shift and facilitate adherence to firefighter per engine ladder minimums, while continuing to operate all five existing fire stations until completion of a new fire station. With the addition of those ten positions, eight on the override and two within the budget, this brought the total Fire Department shift strength staffing to 74. In 2021, at April Town Meeting, design funds for the Hatchville Station were approved. In August 2021, the Strategic Plan included a goal to continue to staff the West Falmouth Station as resources permit until construction of a new replacement fire station is completed. Most recently, at the March 28th meeting, the Board voted a policy to confirm a plan to staff six stations. Once the Hatchville station comes online, the Town will then pursue a combined northwest fire station and move to a five station model. In April and May 2022, a debt exclusion was approved by Town Meeting to construct the Hatchville Station. As part of the FY23 budget, three additional firefighters were added to the budget to improve the Town's ability to get to 16 firefighters at the start of each shift. In addition to those three, the Chief also initiated a restructuring within the budget to create another firefighter position.

The Board reviewed Chief Smith's staffing plans by station.

ADJOURN

Motion by Mr. Brown: To adjourn at 11:50am.

Second: Mr. Patterson.

Vote: Yes – 4 No – 0

Respectfully submitted,
Kristan Patenaude, Recording Secretary

TOWN OF FALMOUTH
SELECT BOARD
REVISED AGENDA
TUESDAY, APRIL 22, 2025 – 6:30 P.M.
OLD WATER DEPARTMENT 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 (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

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: Mr. Brown recognized the service of Colonel Jerry Potamis.

Announcements: Mr. Mascali announced that on Sunday, April 27th, the Falmouth Museums on the Green will be holding events starting at 2:30pm, to help celebrate the 250th anniversary of the Revolutionary War.

Ms. Goldstone announced that the Opal Lee Walk will be held on May 17th. This will be a 2.5-mile walk in honor of the 2.5-year delay between the Emancipation Proclamation and freeing of the last enslaved peoples.

Mr. Brown announced that the Wounded Warrior Ride will take place on June 6th.

Public Comment: Richard Duby stated that he asked a question about Article 4 during Town Meeting regarding the Police Department's new pay rates and how compensation packages are determined. He was told there was not a calculation used. He asked how it can be determined what these packages cost the Town.

COMMITTEE INTERVIEWS

1. Interview and consider a vote to appoint a member to the 250th Anniversary Task Force – Peter French

The Board interviewed Peter French regarding his application to become a member of the 250th Anniversary Task Force.

Motion by Mr. Mascali: To approve Peter French as a member of the 250th Anniversary Task Force with a term ending December 31, 2026. Second: Mr. Zylinski.

Vote: Yes – 5 No – 0

BUSINESS

1. Presentation – Falmouth Chamber of Commerce affiliate partnership with Cape Cod Chamber – Michael Kasparian, Falmouth Chamber of Commerce

Michael Kasparian, Falmouth Chamber of Commerce, explained that the Falmouth Chamber of Commerce will be creating an affiliate partnership with Cape Cod Chamber, essentially leading to a merger of the two organizations. He explained that the Falmouth Chamber of Commerce is not immune from rising costs and its revenue line is pretty flat. The Cape Cod Chamber has financial resources and human resources, along with a regional approach. They also have assets that the Falmouth Chamber of Commerce will be able to use to help solve local issues. The Board of Directors will be replaced by a Falmouth Advisory Board, made up by representatives from the public school, public safety/Fire and Rescue, the scientific community, the hospital, a for-profit business, a nonprofit business, and a tourism member. This merger will lead to additional funding that can be targeted for affordable housing, coastal resiliency, the blue economy, etc.

In response to a question from Mr. Johnson-Staub, Mr. Kasparian stated that he does not believe this change will have any effect on the Chamber’s lease of the North Falmouth Academy building.

2. Consider approval of seasonal and spring license renewals for 2025

Mr. Renshaw explained that the Board is being asked to review and approve the seasonal and spring renewal applications. All of the applicants listed have submitted the appropriate paperwork, although there are still a few pending building and health inspections, which would be completed a few days prior to their opening.

Motion by Mr. Brown: To approve as published the seasonal and spring license renewals for 2025, pending any inspections needed. Second: Ms. Goldstone.

Vote: Yes – 5 No – 0

CONSENT AGENDA

1. Licenses

- a. Consider a vote to approve a Special One-Day Wine and Malt Liquor License for Heroes in Transition - RUCK4HIT – Cape Cod Fairgrounds, 1220 Nathan Ellis Hwy. E. Falmouth – Saturday, 4/26/25 from 8:00 a.m. to 3:00 p.m.

Motion by Mr. Zylinski: To approve the Consent Agenda.

Second: Ms. Goldstone. Vote: Yes – 5 No – 0

SELECT BOARD REPORTS

- Mr. Mascali stated that he attended the grantee reception for the Falmouth Cultural Council. Grants were issued to 29 organizations, 26 of which are no cost or low-cost to attendees.
- Ms. Goldstone stated that she attended a tour and discussion at The Green Center. She also attended the community forum regarding bridges at Mass Maritime.
- Mr. Brown stated that he and Mr. Mascali attended the Cape & Islands Municipal Leaders monthly meeting on the 11th. On Monday, he and Mr. Johnson-Staub attended the Waquoit Municipal Agreement meeting with Sandwich and Mashpee.
- Mr. Zylinski stated that Falmouth holds a seat on the Cape Cod Metropolitan Planning Organization, and he can turn over the seat to another Board member or Department Head after stepping down.
- Mr. Mascali stated that he attended the CCRTA Board meeting last week.

TOWN MANAGER’S SUPPLEMENTAL REPORT:

- Mr. Renshaw stated that, regarding the Coastal Resilience Specialist position, during the first recruitment there were 21 candidates and during the second recruitment there were 67 applications. An offer was made to and accepted by Mr. Joshua Wrigley, with a start date of May 12th.
- Regarding the Eversource cabling project, Mr. Renshaw explained that the water and electric utility work on Surf Drive has been completed. The installation of drainage manholes and piping under Surf Drive is currently underway. The proposed sidewalk work is expected to begin shortly. All of the work to Surf Drive is expected to be completed by mid-May.
 - The Surf Drive parking lot attenuation screening has come down, indicating signaling that the directional drilling work is complete. Eversource has a final electric vault that is expected to be completed this week. Lawrence Lynch is also installing drainage piping and another manhole in the parking lot for future drainage work. The drainage work is a Public Works project that is being installed to relieve a large portion of surface water at the end of both Walker Street and Thomas Lane. The parking lot will receive asphalt patchwork in the areas that were excavated, and the parking lot will be cleaned up by mid-May. In the fall, Public Works and Lawrence Lynch will return to the parking lot to install multiple drainage chambers under the parking lot surface. At the completion of the project the parking lot will receive a new overlay of 2” asphalt.
 - The Mill Road parking lot directional drilling work was also completed, along with the grading of the parking lot. The swales outside of the parking lot area are still in need of repair and this will be completed over the next couple of weeks.
- Mr. Renshaw stated that the bike path is proposed for a reopening on May 4th.

ADJOURN

Motion by Mr. Zylinski: To adjourn at 7:02pm.

Second: Mr. Mascali. Vote: Yes – 5 No - 0

Respectfully submitted,
 Kristan Patenaude, Recording Secretary