



TO: Select Board and Town Staff
 FROM: Mike Renshaw *MR*
 SUBJECT: Monthly Department Activity Update, November 2025
 DATE: December 2, 2025

Upcoming Meetings/Events:

- Select Board Strategic Planning Workshop, Saturday, December 6 from 9:00 AM to 1:00 PM at the Select Board Meeting Room, Town Hall
- Select Board Meeting, Monday, December 15 at 6:30 PM at Town Hall
- Town offices closed in observance of Christmas, December 25

ACCOUNTING

DATE	WARRANT	VENDOR	INVOICES	CHECKS/EFT	PAYROLL
10/2/2025	W14	1,559,125.93	644	281	
10/9/2025	W15	13,525,832.91	519	277	1,035,095.83 TOWN 1,340,354.53 SCHOOL
10/16/2025	W16	1,555,362.22	403	238	
10/23/2025	W17	3,514,450.15	598	289	1,072,805.09 TOWN 1,319,577.33 SCHOOL
10/30/2025	W18	3,571,811.54	526	295	
	TOTAL	23,726,582.75	2,690.00	1,380.00	4,767,832.78

- Attended Retirement Board Meetings
- Assisted Auditors to finish audit for FY25

- Police Audit
- Training new Administrative Clerk
- Processed 23 Manual Journal Entries
- Sent out Monthly Reports to Departments
- Verified Cash Receipts
- MUNIS Conversion working on AP and Vendors
- Processed Public Records Request

TREASURER/COLLECTOR

- Month of October RE Collection for Q2 Fy26 \$20,410,352
- 79 Wires processed
- Processed 143 letters of appeal for Parking Tickets
- Worked with Auditors for in-house documentation
- DE-1 Submitted to DOR
- Working with Assessors and Department of revenue on 68 land of low value property (unbuildable with values less than \$27,315)
- 2,723 bills processed
- 46 bank accounts reconciled and verified with accounting
- 1,035 accounts payable checks mailed
- 130 invoices processed for bi-weekly payroll deductions
- 22 general ledger accounts for payroll deductions reconciled
- 90 municipal lien certificates processed (done for property sales, refinancing, insurance claims, etc.)
- 271 Building permit reviews for paid taxes were completed
- 510 deposits posted
- Assisted Town departments with procurement related activities:
 - Hatchville Fire Station – Ongoing project support
 - Financial Management Software – Ongoing project support and training

- Capital Improvement Plan FY26– CIP updates
- Debt Service Payments-Process monthly debt payments
- Finance Committee – Ongoing assistance
- FY27 Operating Budget-Dept support, schedule meetings
- November Town Meeting-Prepare Warrant book, TM materials, legal ads
- Land Disposition RFP's-Advertising

November:

- New Commitment of Excise 2024/05
- Water Bills Due Dec 3

COMMUNITY DEVELOPMENT

Upcoming meetings:

- Board of Health Meeting 5:30 p.m. Dec. 2, Town Hall
- Conservation Commission Meeting 7:00 p.m. Dec. 3, Zoom
- Community Preservation Committee Meeting 6:30 p.m. Dec. 4, School Admin
- Zoning Board of Appeals Meeting 6:00 p.m. Dec. 4, Town Hall
- Planning Board Meeting 6:30 p.m. Dec. 9, Town Hall
- Conservation Commission Meeting 7:00 p.m. Dec. 10, Zoom
- Zoning Board of Appeals Meeting 6:00 p.m. Dec. 11, Town Hall
- Community Preservation Committee Meeting 6:30 p.m. Dec. 18, School Admin
- Zoning Board of Appeals Meeting 6:00 p.m. Dec. 18, Town Hall
- Planning Board Meeting 6:30 p.m. Dec. 30, Town Hall

Building Division

Inspectional Services

- 433 applications received and reviewed, building permits were issued including 12 new residential dwellings, 1 accessory structure, 4 demo and rebuild and 2 new commercial buildings.
- 705 inspections were performed. Inspections included foundations, footings, plumbing, gas, electrical, frame, insulation, final and yearly CI inspections.
- 3,163 permits cleaned and uploaded to Permiteyes.
- \$188,671.04 in fees collected including cash, check, online payments, waived, rejected payments, and refunds.

Zoning Enforcement

- 4 complaints were investigated. 9 violations from inspections investigated.
- 1 non-conforming package was researched.
- 57 calls responding to zoning issues.
- 4 enforcement letters certified.
- 18 fines issued totaling \$19,200.
- 6 ZBA referrals reviewed, and comments provided.
- 7 Planning Board referrals reviewed, and comments provided.
- 28 scheduled review meetings with Building Commissioner and Assistant Zoning Compliance Agent.
- 30 impromptu meetings with people who drop in with questions.

Conservation Division

Land Management

- Mark Kasprzyk, Land Manager retired on November 7, 2025. Mark dedicated 27 years of service to the Town of Falmouth. His tireless work ethic, institutional knowledge of the town, relationships with fellow employees, and his one-man quest to rid Falmouth of invasive species will be sorely missed. Mark was a true public servant, colleague and friend.

- Interviews are underway for a new Land Manager.

Regulatory Work

- The Commission held 2 hearings in November. The staff reviewed and processed 15 permit applications which included 5 Notice of Intents (NOI), 10 Request for Determination of Applicability (RDA). Detailed staff reports were given to the Commission and applicants prior to the hearings.
- Conservation staff received 12 requests for a Certificate of Compliance and 12 requests for Administrative Review (approval) in November. Conservation staff issued 6 approved orders of conditions (decisions).
- The division collected \$17,506.50 in fees.
- Conservation staff held offices hours each week on Tuesdays and Fridays to assist residents and engineers with projects, ideas, and concerns.
- The Conservation Division was assigned and reviewed 100 building and express permits during the month of November.

Health Division

- Inspections:

○ Title 5/ septic related	55
○ Food Safety	75
○ Housing/nuisance	9
○ <u>Other (pools, camps, etc)</u>	<u>3</u>
Total	142
- Applications – This month a total of 560 applications were received, and 292 applications were processed. Fall is the annual permit renewal season for food, tobacco, septage haulers, septic installers among other types resulting in a lot of application that will continue to come in for the rest of the calendar year. Food establishments with annual permits have until 12-15-2025 to apply for 2026.
- Reviewed approximately 61 building permit applications and provided 5 ZBA referrals and 2 Planning referrals.
- Staffing – Vacant Assistant Health Agent has been filled and will begin on 12-8. Health will then be fully staffed.
- Health and the Visting Nurse Association (VNA) held an annual flu and COVID vaccine clinic on 10-29-2025. It was held at the Gus Canty from 3-6 p.m. Approximately 90 doses of vaccine were administered.

- The Board of Health regulation requiring an enhanced nitrogen removal component on septic systems installed for new construction went effect on 11-15-2025. Any application that has been received on or after the 15th was subject to this regulation. Health continues to field a high volume of calls regarding septic systems and denitrification.
- Staff working closely with food establishments with the plastic reduction regulation. There has been a lot of staff time both in the office and in the field during inspections working with establishments on compliance.
- Health sent out registration reminders to all short-term rental listed on the state's short-term rental tax list in January. 865 rental permits were issued for the 2025 calendar year resulting in \$75,175 in revenue. Health issued rental 324 permits in 2024 with revenue of \$17,755. The time spent notifying rental owners resulted in a 2.67-fold increase (168% increase) in permits. The fee was also raised from \$50-\$100 during this time.

Planning Division

Community Preservation

- The CPC began voting on funding recommendations for April 2026 Town Meeting project proposals during the 11/20 meeting.
- The annual CPC report to the Select Board is scheduled for December 1.

Geographic Information Services (GIS)

Ongoing Operations and Maintenance

- User Support and Training: Provided daily, weekly, and monthly step-by-step guidance to public and town staff on utilizing the Public Interactive GIS interface. Support included instruction on map creation, data saving procedures, and submitting feedback/issues directly to Sanborn (the platform vendor).
- Public Interactive GIS Maintenance: Updated and maintained the Town of Falmouth's specific themes within the Public Interactive GIS platform as data changes occurred.
- External Theme Monitoring: Monitored state and federal GIS themes, coordinating immediately with Sanborn when discrepancies were identified. Example: In November, an inaccuracy was discovered in the Surface Water Zone II theme which required collaboration with state agencies and Sanborn to correct it.

- Database Management & Restoration: Continued comprehensive restoration and cleanup of the central GIS database, focusing specifically on filling missing components and ensuring metadata completeness for all entries.
- Infrastructure Data Entry: Performed daily/weekly/monthly input of data submitted by Public Works (DPW) crews into the Water and Sewer Databases (e.g., nodes, accounts, mains, pipes).
- Emergency System Updates: Maintained sole responsibility for biweekly (or more frequent, as needed) updates to the Rapid SOS geodatabase for 911 system themes/layers, as well as the MARK43 system layers for Police, Fire, EMS, and Dispatch.
- License Management: Managed and generated monthly reports to track all active ESRI licenses on town machines, recovering licenses from decommissioned hardware as required.
- Software Licensing Updates: Updated and reauthorized ESRI Arc Engine licenses to ensure full compatibility with the Assessing Department's new cloud-based software, managing the necessary deauthorization/reauthorization cycles required by the single-use license model during software or hardware updates.

Inter-Departmental and Collaborative Projects

- Participated in meetings with the Department of Public Works (DPW) to define requirements for future database management software solutions, ensuring the selected system integrates across all departments and supports daily operational needs.
- Collaborated with the Falmouth Conservation Department and the Falmouth Pond Coalition to create databases and maps defining 100, 200, 300, 400, and 500-foot pond buffers and add contour lines to determine slope. These maps support field crews verifying the location of specific nodes and catch basins and are generated incrementally as requested.
- Collaborated with the Falmouth Assessor's to initiated work on required MASS GIS submissions for 2024 and 2025 parcel geometry changes, ensuring alignment with town-wide databases.
- Engaged in various Cape-wide projects in coordination with the Cape Cod Commission (CCC).

Data Analysis and Specific Requests

- Town Manager Offices: Provided alternative mapping properties to support the site selection and planning for the new Police Headquarters.

- Falmouth Annual Fall Town Meeting: Developed maps to accompany town articles for official publication and presentation at the November Town Meeting.
- Fire Department: Generated detailed maps of specific areas for analysis related to the newly established Fire/EMS districts.
- WHOI Research Assistant: gave assistance to a Trinity College student working at the WHOI Discovery Center by providing relevant information for MASSGIS data downloads needed for a research paper on the Great Sippewissett Coastal Area.
- Building Department: Provided maps of Falmouth Country Club properties, including Road Right-of-Way boundaries, for use in their permitting processes.
- Planning Department (Landmass Calculations): Calculated the total landmass of Falmouth, providing totals both including and excluding water features.
- Planning Department (Solar Overlay District): Calculated the acreage for properties within the town's Solar Overlay District, providing individual property totals and a cumulative sum to determine the total district percentage.
- Planning Department: Produced informational maps and a current satellite image wall mural of the town for the conference room.
- Water Quality Management Committee (WQMC) Analysis: Generated 500-foot and 1000-foot buffers for all water features in Falmouth and extracted associated property IDs within those zones for external consultants.
- Water Quality Management Committee: Performed further analysis to identify properties within the Coastal Pond Overlay that also intersect the previously generated 500- and 1000-foot buffers, delivering the refined data to consultants.
- Water Quality Management Committee Analysis: Created a specific database containing all parcels located within all the town of Falmouth's watersheds and extracted qualifying parcels that were in the predefined land use code.
- Public Works Water Management Designed and Developed: Three individual geodatabases were created for the management of Backflow Prevention Devices in Falmouth. These databases facilitate efficient field data collection and subsequent submission to the state regulatory agency. They have been configured for seamless integration into the Public Works (PW) department's existing enterprise asset management software, Vueworks, and ready for installation.
- Compass Realtor Agencies: Aided Realtor Meghan Andrews in identifying the data source within the Multiple Listing Service (MLS) that links state real estate listings to villages and investigated why this join operation is causing property location errors not only in Falmouth but across the State.

- Commonwealth of Massachusetts: Represented the GIS department at various state-sponsored events celebrating the newly proclaimed GIS Day on November 19, 2025, a day dedicated to the power of geospatial technology. Events on Friday November 21 2025, including a luncheon and ESRI presentation.

Housing

Local Initiative Program (“LIP”) Applications

- There is one pending LIP application:
 - 0 Broken Bow Ln – Rental units on 1.5 acres – Developer met with the Housing Development Working Group (“HDWG”) for the third time in the Pre-Application Phase of the process on April 24, 2025. They will be filing their Application with the Working Group and will discuss it at the HDWG meeting.

Town-Owned Land Disposition

- The Request for Proposals (“RFPs”) for the disposal of the town-owned land approved by Town Meeting in November 2024, were posted November 5, 2025. Staff held a pre-proposal meeting on November 19, 2025.

Falmouth Affordable Housing Fund (FAHF)

- Current FAHF applications
 - 85 Brick Kiln Road, Dan Maclone/Nick Mirrione: Applicant has filed an amended application to increase the request to \$2,250,000 from \$1,920,000 for a project that includes forty (40) rental units total. Of that forty (40), the developer is proposing ten (10) units deed restricted at 80% of the AMI and five (5) units restricted at 120% of the AMI beyond the 25% required by the 40B statute (10 units) for a total of twenty-five (25) deed restricted units. All in perpetuity. Applicant went before the CPC on June 12, 2025 and received a positive recommendation. Applicant is scheduled to go before the Select Board, as Trustees of the FAHF December 1, 2025
 - 4 Sandwich Road, Michael Galasso: Applicant is requesting \$1,500,000 for a project that includes ten (10) deed restricted units. Of that ten (10), two (2) will be deed restricted at 80% of the AMI, three (3) will be deed restricted at 100% of the AMI, and six (6) will be deed restricted at 120% of the AMI. Applicant went before the CPC on June 12, 2025 and received a positive recommendation. Applicant went before the Select Board, as Trustees of the FAHF on November 3, 2025. Request for funding was approved.

- 545 Main Street, Michael Galasso: Applicant is requesting \$3,400,000 for the acquisition of 545 Main Street. The project is the redevelopment of a former nursing home into 67 rental units. Of those 67, 34 will be year round, deed restricted units at 80% AMI and the remaining 37 units will be seasonal, market rate (140% AMI) units. Applicant met with FAHF Working Group on July 30, 2025, and August 27, 2025. Applicant also went before the CPC on September 11, 2025 and before the Select Board on September 26, 2025. The Select Board, as Trustees of the FAHF approved the application allocating \$2,100,000 for acquisition and \$1,300,000 for construction.
- 805 Gifford Street Ext., Habitat for Humanity of Cape Cod: Applicant is requesting \$100,000 in supplemental funding. The project includes four (4) affordable deed restricted homes for homeownership. Applicant met with FAHF Working Group on August 27, 2025, CPC on September 11, 2025, and before the Select Board on September 29, 2025. The Select Board, as Trustees of the FAHF approved the request for funding.
- 439 Pinecrest Beach Drive, Falmouth Housing Trust: Applicant is requesting \$175,000 for acquisition of 439 Pinecrest Beach Drive. Applicant is purchasing a market rate single-family home to convert to an affordable deed restricted home at 120% AMI upon resale. Applicant met with the FAHF Working Group on September 24, 2025 and the CPC on October 9, 2025. Applicant went before the Select Board on October 27, 2025. Funding was approved.
- Staff is preparing financial award documents for several projects recently approved by the Select Board.
- As part of the Housing Partnership Group (“HPG”), the Housing Coordinator (“HC”) is working on presenting an educational housing forum. The goal of the HPG is to host 2 a year as part of the goals and strategies of the 2024 Housing Production Plan.
- HC attended the Affordable Housing Committee meeting and gave her monthly report.
- As a member of the Barnstable County HOME Consortium Advisory Committee, HC attended the monthly meeting held on the 3rd Thursday of the month as well as attending “open office hours” for the Shared Regional Housing Services every other Tuesday.

Planning

Special Projects/Initiatives

- Zoning Amendments: All five (5) zoning amendments for the November 2025 ATM passed on the blanket. Amendments included:
 - Amend Section 240-5.1C Prohibited Uses and SP Allowance
 - Amend Section 240-6.2B Business District Use Table
 - Amend Section 240-9.1 Accessory Dwelling Units
 - Amend Section 240-11.5A Maximum Building Height Table
 - Amend Section 240-11.5B Accessory Structures
- Permiteyes Administration: Staff continued administrative oversight of the Conservation and ZBA modules launch. ZBA module is expected to launch in early December.
- CPC Projects Procurement: Staff continued to develop procurement documents for the following CPC projects:
 - Edward Marks/Poor House Exterior Improvements Project
 - North Falmouth Village Association Junction Exterior Improvements Project
 - All-Inclusive Play Space Project
 - Lawrence Academy Exterior Improvements Project

Meetings

- On November 5th, 6th, 12th, and 13th, staff attended Precinct Meetings for the November 2025 ATM.
- On November 13th, staff attended the Affordable Housing Committee meeting.
- On November 14th, staff attended Cape & Islands Municipal Leaders Association, Inc. meeting.
- On November 17th, staff attended the Traffic Advisory Committee meeting.
- On November 19th, staff facilitated the Land Use Group meeting and the Town-Owned Land Disposition RFP Site Briefing meeting.

Regulatory Work

- The Planning Board received two (3) applications in November, two (2) were for Approval Not Required endorsement and one (1) was for Site Plan Review.

- The Historical Commission received eleven (11) applications in November – nine (9) were for Determinations of Non-Applicability and two (2) were for a Certificate of Appropriateness.

Zoning Board of Appeals Division

Regulatory Work

- New Applications: 7
- Filed with Town Clerk:
 - Decisions: 2
 - Administrative Approvals: 6
 - Amendment: 0

Comprehensive Permits

- 375 Sandwich Rd: 300 rental apartments
 - DEP draft decision issued; working toward building permits
- 19 North Falmouth Hwy: 20 single family homes
 - Decision granted; appealed. Awaiting a HAC ruling
- 85 Brick Kiln Rd: 40 rental apartments
 - Decision granted; appeal settled. Working toward building permits.
- 419 Waquoit Hwy: 5 single family homes
 - Under construction
- 805 Gifford St Ext: 4 single family homes
 - Decision granted
- 809 Sandwich Rd: 36 rental apartments
 - Hearing is “stayed” pending HAC Decision on Safe Harbor
- 0 Sandwich Rd: 50 single family homes
 - Hearing is “stayed” pending HAC Decision on Safe Harbor
- 48 Benjamin Nyes Ln: 14 single family homes
 - Hearing continued to December 4

Other

- Participation in weekly land use permitting group to review current projects/development concerns or issues, proposed By-Law revisions
- Continued work on Permiteyes module – launch is expected soon
- Continuing project to prepare old zoning files for scanning project, creating a fully accessible and inclusive database
- Executive Session with Special Town Counsel to discuss appeal of Safe Harbor by developers
- Saturday work session for ZBA to discuss identified issues
- Site walk at “0” Sandwich Road proposed 40B development

FIRE RESCUE

- Our department participated in the annual Veteran’s Day Ceremony at Falmouth Library. Personnel from **Shift #2** were on hand to raise and display the Flag for this well attended event to recognize all our Veteran’s.





- The Fire Rescue Department answered **733** emergency calls in November. We averaged **24** daily Fire/EMS responses during this time frame. Our community is fortunate to have well-trained professionals assist them and respond to emergencies when called upon.
- We have removed our Marine-1 boat from its seasonal mooring in Falmouth Harbor. Generally, we have this Marine Resource available for Fire/EMS responses to the surrounding water ways, Vineyard/Nantucket Sound and Buzzards Bay from the Spring to early Winter months. Our Mechanic Division will now winterize and service the boat in preparation for the 2026 season.



- We wish to acknowledge Town Meeting members for approval of our November Capital requests. Our requests will allow us to replace vehicles and fund other much needed projects to address infrastructure needs. We continually evaluate what we can address within the budget, but we are appreciative of the Finance Committee and Town Administration for taking the time to review our requests and making recommendations for Town Meeting.

- Below is our current Fire and EMS response data for November. As you can see, most of our incidents are related to medical response, but we respond to many other emergencies as listed below.

Elite falmouth		Monthly Fire and EMS Runs combined	
Falmouth EMS Incidents by NFPA Group-Last Month			
Basic Incident NFPA Type		Number of Fires/Incidents	
20. Rescue, Emergency Medical Responses (ambulance, EMS, rescue) (IT 300-381)		549	
24. All Other Responses (smoke scares, lock-outs, animal rescues, etc.) (IT 200-251, 500-699, 800-911)		19	
		Total: 568	
Report Criteria			
Basic Incident Type Code and Description (Fd1.21): Is In 300 - Rescue, EMS incident, other, 311 - Medical assist, assist EMS crew, 320 - Emergency medical service, other (Public Assist), 321 - EMS call, excluding vehicle accident with injury, 322 - Motor vehicle accident with injuries, 323 - Motor vehicle/pedestrian accident (MV Ped), 381 - Rescue or EMS standby, 600 - Good intent call, No Patient Found, 661 - EMS call, party transported by non-fire agency			
Basic Incident Date - Derived (Fd1.3): Is Equal To Last Month			
Falmouth Fire ONLY Incidents by NFPA Group-Last Month			
Basic Incident NFPA Type		Number of Fires/Incidents	
01. Private Dwellings (1 or 2 family), including mobile homes (FPU 419)		5	
02. Apartments (3 or more families) (FPU 429)		1	
06. Public Assembly (church, restaurant, clubs, etc.) (FPU 100-199)		1	
14a. Fires in Highway Vehicles (autos, trucks, buses, etc.) (IT 131-132, 136-137)		1	
15. Fires outside of Structures with Value Involved, but Not Vehicles (outside storage, crops, timber, etc.) (IT 140,141,161-162,164,170-173)		1	
17. Fires in Rubbish, Including Dumpsters (outside of structures), with no value involved. (IT 150-155)		1	
20. Rescue, Emergency Medical Responses (ambulance, EMS, rescue) (IT 300-381)		14	
21. False Alarm Responses (malicious or unintentional false calls, malfunctions, bomb scares) (IT 700-746)		82	
23a. Hazardous Materials Responses (spills, leaks, etc.) (IT 410-431)		10	
23b. Other Hazardous Responses (arcing wires, bomb removal, power line down, etc.) (IT 440-482, 400)		8	
24. All Other Responses (smoke scares, lock-outs, animal rescues, etc.) (IT 200-251, 500-699, 800-911)		41	
		Total: 165	
Report Criteria			
Basic Incident Type Code and Description (Fd1.21): Is Not In 300 - Rescue, EMS incident, other, 311 - Medical assist, assist EMS crew, 320 - Emergency medical service, other (Public Assist), 321 - EMS call, excluding vehicle accident with injury, 322 - Motor vehicle accident with injuries, 323 - Motor vehicle/pedestrian accident (MV Ped), 381 - Rescue or EMS standby, 600 - Good intent call, No Patient Found, 661 - EMS call, party transported by non-fire agency			
Basic Incident Date - Derived (Fd1.3): Is Equal To Last Month			

HUMAN RESOURCES

Retirements

Congratulations to Mark Kasprzyk, Conservation/MES Technician, who retired on November 7, 2025 after 27 years of dedicated service!

Recruitment

We are very pleased to welcome our new year-round employees:

Name	Department	Position	Start Date
Bruce Cabral	Finance – Assessing Division	Assistant Assessor	11/12/2025
Abigale Burns	Police Department	Police Officer	12/01/2025
Julia Croft	Police Department	Police Officer	12/01/2025
Carlos Freire	Police Department	Police Officer	12/01/2025
David Coakley	Community Development – Health Division	Assistant Health Agent	12/08/2025
Kristi Whittaker	Emergency Communications	Lateral Per Diem Communications Officer	12/09/2025
Brendan Sullivan	DPW – Fleet Services	Assistant DPW Mechanic	12/10/2025
Lissa Magauran	Town Clerk’s Office	Assistant Town Clerk	01/12/2026

Active Recruitments: We are currently in various stages of the recruitment process for the following positions:

- Communications Officers
- Conservation Land Manager
- Deputy Building Commissioner
- Fire Chief
- Firefighter/EMTs and Firefighter/Paramedics
- Forestry Maintenance Worker
- IT Support Specialist I
- IT Support Specialist II
- Lateral Per Diem Communications Officers
- Property Data Collector

Employment opportunities that are still accepting applications can be found [here](#).

Recruitment and Onboarding Platform: We continue to work with the vendor to troubleshoot and improve the software, and we continue to work through the substantial queue of recruitment and onboarding work that was stalled during a period in which the recruiting and onboarding platforms were not functional.

Other Human Resources Activity

- We held the Senior Health Plan Open Enrollment during November 2025 for changes effective January 1, 2026.
- The Human Resources Department is part of the team planning and executing the implementation of the payroll, timekeeping, and accrual modules of the integrated financial management software with an anticipated Go-Live date of January 1, 2027.
- We assisted and are actively assisting departments and divisions with personnel issues/concerns and labor relations matters.

HUMAN SERVICES

Monthly Statistics:	August 2025	September 2025	October 2025
Residents served in clinical counseling/case management	80	82	88
Residents served in clinical group counseling	28	34	36
Units of clinical service	256	308	353
Info and referral calls/consultations/outreach	112	84	114
Total bilingual units of service	26	26	37
Total units of service	368	392	467

November Activities:

- Facilitated weekly support groups at the Senior Center: *Women's Support Group, Bereavement Support, and LGBTQIA Senior Drop-in Group.*
- Began a twice monthly support group for residents of the Belonging to Each Other men's transitional winter housing program - facilitated by staff social worker, Mark Abbott.
- Facilitated a monthly Grief Support Group for parents and caregivers who have lost a child to substance use disorder. Meets the 3rd Wednesday of the month at 5:30. Registration is required by calling 508-548-0533.
- Hosted 2 days of MA Health Navigation services and 2 days of immigration legal assistance from Community Action of Cape Cod.

- Hosted one Essential Services Network (ESN) meeting for ongoing multi-agency collaboration serving Falmouth’s unhoused residents. And one ESN Steering Committee meeting.
- Participated in planning meetings for *In from the Streets*, a Duffy Health Center program that provides emergency winter shelter during dangerously cold nights through collaboration with local homeless service agencies.
- Prepared and presented FY27 department budget to Town Manager and Finance Director.
- Continued efforts to expand community awareness of Human Services programs and offer drop-in support to residents through monthly drop-in hours at the Main Library, first Tuesday of the Month 2:30-4:00pm, in the Reference area, main floor with private meeting space available. Plans underway for similar outreach and support at the Falmouth Community Veterans Center.
- Hosted a Human Services Department outreach table at the Senior Center.
- Attended Falmouth Human Services Committee and Falmouth Commission on Substance Use November meetings.
- Attended a meeting with Falmouth Public Schools staff to explore future educational and engagement opportunities for parents and caregivers.
- Assisted 2 unhoused Falmouth residents with accessing *In from the Streets*.
- Attended the Cape Cod and the Islands Regional Network on Homelessness Policy Board meeting.

INFORMATION TECHNOLOGY

System & Network Health:

- Uptime: 99.75% uptime across critical systems.
- Unplanned Outages: None for November.

Security Status:

- **Access Controls:** Healthy, with regular reviews of user permissions and elevated access requests.
- **Anti-Malware:** No active malware detected on the network.
- **Endpoint Security:** No active infections detected
- **Firewall Activity:** No unusual traffic patterns detected.
- **Vulnerability Scans:** Recent scan performed, remediation IP. IT continues to refine our vulnerability management strategy to proactively identify and mitigate potential security risks.

IT Service Desk Analytics

2025	Created	Resolved	Unresolved
Jan	458	422	234
Feb	590	578	238
Mar	207	533	199
Apr	532	541	200
May	558	554	204
Jun	413	409	214
Jul	567	589	211
Aug	588	639	154
Sep	794	688	283
Oct	737	695	308
Nov	762	706	387

Website Analytics

www.falmouthma.gov

- **Pages** - 1559
- **Docs** - 3441

Pages w/o Visits – 281

Total Visits – 50,705

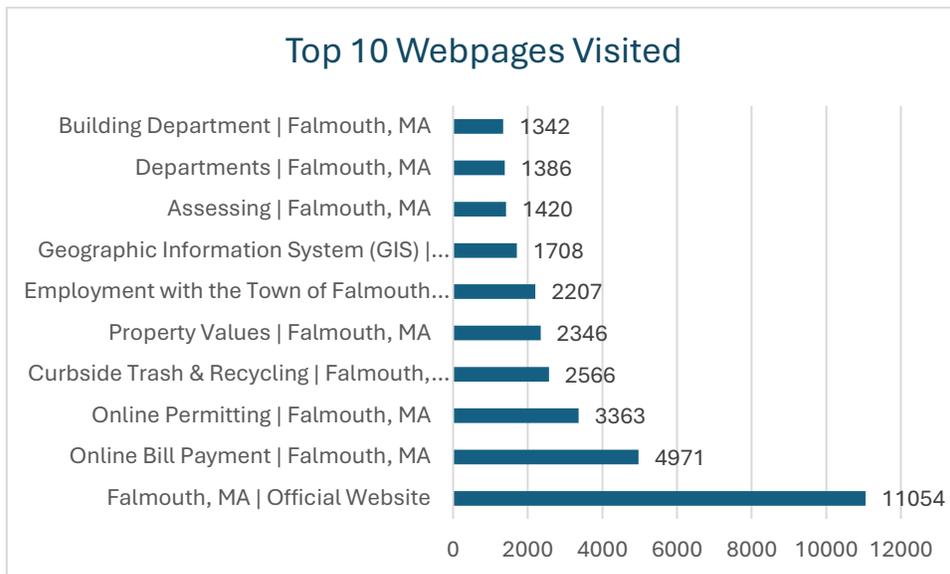
- **Pageviews** – 115,122
- **Average visit time** - 0:02:07

Broken Links – 458

- **Pages Affected** - 129
- **Documents Affected** - 124

Website Health:

- Uptime: 99.16% uptime
- Average response time 913 ms
- Unplanned Outages: (31) ranging from 1 to 39 minutes in length
- **Traffic sources**
- Search Engines – 30,055 (59.27%)
- Direct visits – 18,758 (36.99%)



Cybersecurity Platform Health

Town Hall - Entities Protected 236 Windows 19 Servers

- Analyzed 49,831,317 events from 236 entities on our network.
 - Of those events, 70 signals were detected through both automated and human analysis. Information Technology manually investigated 1 suspicious signal. Those investigations led to 0 incident reports, which required remediation of compromised entities by Information Technology.
- This defense strategy continues to reduce our risk, which maximizes our security and minimizes cyberattack damage to the Town of Falmouth.

Fire - Entities Protected 52 Windows 2 Servers

- Analyzed 19,541,134 events from 52 entities on the network.

- Of those events, 1 signal was detected through both automated and human analysis. Information Technology manually investigated 0 suspicious signals. Those investigations led to 0 incident reports.
- This defense strategy continues to reduce our risk, which maximizes our security and minimizes cyberattack damage to the Town of Falmouth.

Police - Entities Protected 74 Windows 9 servers

- Analyzed 24,176,855 events from 74 entities on the network.
 - Of those events, there were 21 signals detected through automated and human analysis. Security analysts manually investigated 0 signals that were suspicious in nature. That investigation led to 0 incident reports, which required remediation of compromised entities by Information Technology.
- This defense strategy continues to reduce our risk, which maximizes our security and minimizes cyberattack damage to the Town of Falmouth.

Town, Fire & Police Departments

- **Access Control Review** - Check access control lists (ACLs) to ensure proper user permissions and network segmentation.
- **Disk Usage Analysis** - Monitor disk space on servers and network storage devices to prevent potential storage issues.
- **Documentation Update** - Keep network documentation up to date with changes made to hardware, software, and configurations.
- **Hardware Inspection** - Visually inspect network devices for signs of damage, overheating, or malfunction.
- **Network Monitoring** - Monitor key network metrics like bandwidth usage, packet loss, and device status to identify potential issues proactively.
- **Performance Optimization** - Analyze network traffic patterns and optimize bandwidth usage to improve network performance.
- **Preemptive network repairs** - Using auto-generated reports and analytics to spot and patch usage problems across the IT network before they turn existential.
- **Security Audits** - Conduct regular security checks to identify vulnerabilities and potential threats on the network.
- **Software and Firmware Updates** - Regularly apply security patches and updates to operating systems, network devices, and applications on your network.
- **Troubleshooting** - Address any reported network issues and perform troubleshooting steps to resolve problems.

LIBRARY

- On Saturday, November 15, the Library hosted a special screening of *Unerased: Asian Voices of Cape Cod*, a powerful short documentary created by Belonging Books and Big Tree that amplifies the voices and experiences of Asian Cape Codders. Through personal stories and reflections, the film explores identity, community, and what it means to find a sense of belonging in this unique region. Following the screening, attendees participated in a lively talkback discussion featuring individuals from the film and Erica Tso Haidas, one of the film's producers and the owner of Belonging Books, a local bookstore dedicated to diverse stories and authors.
- The Library hosted the first meeting of its new LGBTQIA+ social group on Wednesday, November. The group aims to give LGBTQIA+ adults in the Falmouth community a welcoming, inclusive space to foster meaningful, real-world connections with other like-minded folks. Starting with this single event, the Library looks to build this into a monthly meet-up on the third Wednesday of the month.
- With another Falmouth Public Schools early release day on deck for December 9, the Library has plenty of entertainment lined up for students with a free afternoon on their hands. The Main Library will once again host the Amazin' Gaming Truck in the parking lot off Shore Street Extension. Inside, the Children's Program Room will offer a fun Magna-Tiles Workshop for our all of our budding builders who can't get enough of those snap-together construction toys. Finally, at the East Falmouth Library, we'll have a gift-making party just in time for the holidays. Come make special handmade cards and gifts for your friends, family, and even your pets! All supplies will be provided.
- And as the end of the calendar year rapidly approaches, there's no better time to shine a spotlight on our second annual Noon Year's Eve Party in the Children's Room at the Main Library. Staying up until midnight is tough. Kids and their caregivers are invited to join us for a midnight-esque celebration (complete with countdown and balloon drop) starting at 11 a.m. Crafts, snacks, and a festive good time will be provided.

MARINE & ENVIRONMENTAL SERVICES DEPARTMENT

Harbormaster Division

- Marina closed for the season, docks and waterlines winterized

- Marina receipts for transient dockage were up 12% over 2024. (+ \$26,744)
- Seasonal Contracts finalized for issuance on 12/1, two new contracts issued for 2026. Total to be billed is \$542,727, electric charges \$46,500
- Capital items approved at town meeting
- Attended monthly Waterways Committee Meeting
- Attended Harbormaster Training Council Meeting
- Attended Cape & Islands Harbormasters Association meeting
- Mooring regulations sub-committee of the WWC established for review of existing by-laws and regulations.
- Dredging sub-committee of the WWC established for review of current dredging issues.
- UMass Boston/Urban Harbor meeting to discuss beach renourishment
- Mooring regulation Waterways Sub-Committee meeting
- Dredging Waterways Sub-Committee meeting
- Barnstable County Dredge Budget Sub-committee meeting

Natural Resource Division

- Hunting patrols Tues/Thursday and Saturdays at Crane Wildlife (Pheasant stocking days)
- 4 staff members attended Mass DEP Oil Spill training in Woods Hole
- Completed channel markers were removal and replaced with winter sticks in West Falmouth Harbor, Megansett Harbor, Eel River, Waquoit Bay, Green Pond, and Great Pond.
- Staff attended the MA DEP First Response Training and GRS Testing.
- Closed down Coonamessett River system for the winter and will reopen in the Spring for the herring runs
- Responded to several deer vs. auto collisions

Shellfish Division

- New postings and opening processed for Oct and Nov 1st.
- New oyster overwintering container arrived at the DPW
- Relay and seeding of Great Pond second-year oyster cages farm (~64,000 oysters) to West Falmouth Harbor in conjunction with local community volunteers

- Seeded ~80,000 bay scallops in West Falmouth Harbor
- 2026 growing season shellfish seed orders finalized and submitted
- Worked with around 40 local volunteers during three events to seed out the West Falmouth Family Area using oysters from the West Falmouth farm and Waquoit Bay Farm. Volunteers put in around 8 hrs. of volunteer time with us.
- Hosted 25 Environmental Lab high school students from Upper Cape Technical School assisted in seeding the West Falmouth Family Area with oysters from Waquoit Bay. One seeding was done at the end of October with them, the next will be end of November.
- Our AmeriCorps placement Jordan Chan started. Jordan will be placed with us 3 days a week for the next year assisting the Shellfish and Natural Resources Departments.
- Working with the Barnstable County inmates to seed West Falmouth Family Area using oysters from the Great Pond coastal erosion study farm.



Oysters ready for fall planting

Animal Control Division

- 13 Dogs impounded and returned to owners.
- 20+ Wildlife calls responded to service and evaluation.
- 4 Pets placed under and released from quarantine per Massachusetts General Law for bite related incidents.
- 1 Cat surrendered and transferred to the MSPCA to be adopted out.
- 4 Citations issued for failure to follow town by laws.

- Assisted Falmouth Police Department on two occasions for domestic animal-related incidents.
- 2 Cases of animal neglect investigated.
- 1 Dog surrendered and transferred to Friends of Falmouth Dogs to be adopted out.
- Daily beach patrols conducted for off-leash dogs on Falmouth town beaches.
- ACO Eressy attended a Dangerous Dog hearing with the town hearing authority.

POLICE DEPARTMENT

Specialized Services Division Monthly Update

General Detectives

- Four new cases, under investigation
- Working existing cases
- Assisted the patrol division with three Unattended Death Investigations
- Prepping Cases for Court

Missing Persons

- Missing Person Case, Michael Boling still an active investigation, assisted by the MA State Police Detectives assigned to the District Attorney's Office.
- Cold Case Missing Person, Raymond Barabe, from 1968, still an active investigation, assisted by the MA State Police Cold Case Unit.

Sexual Assault Investigations

- Two new cases, under investigation.

Narcotics

- Our Task Force Officer assigned to the Cape Cod DEA Task Force wrapped up another investigation by serving a search warrant on a Teaticket residence. Representatives from the Falmouth Drug Task Force, DEA, and Barnstable County Sheriff's Office Bureau of

Criminal Investigation assisted in the operation. As a result of the search warrant, the 56 year old male resident was arrested and charged with Distribution of a Class B Drug, Possession to Distribute Class B Drug, Possession of a Class E Drug, and Possession of Ammunition without an FID Card.

Schools

- SRO's received two new investigations.

Staff Clinicians

- Individuals / Households served: 39
- Each individual person served creates approximately 3-10 collateral contact / follow up calls (Families, schools, providers, etc.)
- Patrol co-response calls: 20
- Calls addressed during routine co-response hours (911 calls, dispatch requests, in-person follow-ups, etc.) and officer referrals for outreach / support
- Station walk-in requests / incoming calls / Officer referrals: 19
- Community requests or referrals to speak to a Clinician
- Section 12 commitments: 2
- Petitions for mental health evaluations at Falmouth Hospital under Section 12
- Mandated reports: 1 (Elder Services)
- Jail / Hospital Diversion: 36
- Meetings / Networking
 - PTA Alice/Mental health training
 - Essential Services Network
 - Barnstable CIT
- Community Engagement
 - Neighborhood Falmouth Volunteers Luncheon
 - Falmouth Court Probation Resource Networking
 - Foundations at the Miller House grand opening
- Handcuff Hunger food drive

Operations Division Update

Patrol Statistics

- Motor Vehicle Stops- 349

- Parking Violations- 49
- Welfare Checks- 93
- MV Crash- 96
- Loud Music/ Party- 10
- Suspicious Person/Motor Vehicle- 60
- Erratic Motor Vehicle- 34
- Disturbance- 24
- Larceny- 20
- Domestic Disturbance- 15
- Assault- 6
- Intoxicated Person- 4
- Overdose- 7
- Suicide Attempt/Threat- 6
- Section 12 (Mental Health Committal)- 3
- B&E- 8
- Section 35 (Substance Use Committal)- 6

Major Incidents & Arrest Highlights

OUIs and Crashes

- Oct 18 – OUI arrest on Menauhant Road after a guardrail crash; operator charged with OUI–2nd and related offenses.
- Oct 23 – Two-car crashes on Route 151 and Waquoit Hwy; one vehicle towed, at-fault operators cited.
- Oct 24 – Three-car rear-end collision at Sandwich & John Parker; no major injuries
- Oct 27 – Vehicle fled from police and later crashed on Grand Ave; operator arrested upon returning to the scene.
- Oct 29 – Vehicle struck a deer on Woods Hole Road.
- Nov 1 – Rollover crash on North Falmouth Hwy; both operators transported
- Nov 3 – Vehicle rolled down embankment on Cairn Ridge Rd; operator extricated.
- Nov 8 – Box truck hit Mariners Motel; operator arrested for unlicensed operation and open container.
- Nov 9 – Motorcycle crash on Nathan Ellis Hwy; rider transported.
- Nov 12 – Vehicle struck a building on Edgerton Dr; operator cite
- Nov 12 – Hit-and-run crash on East Falmouth Hwy; investigation ongoing.

Felony Investigations and Charges

- Oct 17 – Assault & Battery charges after a dispute at Speedway.
- Oct 18 – Two charged with A&B following a fight at Gosnold Detox.

- Oct 19 – Female with outstanding warrant arrested after entering a motorist’s vehicle.
- Oct 24 – Trafficking charges at Gosnold after large quantity of fentanyl located.
- Oct 26 – Approx. 31 grams of fentanyl seized on Fordham Circle; suspect charged with Trafficking.
- Oct 27 – Pursuit leads to arrest of 20-year-old male for Failure to Stop for Police, Negligent Operation, and related charges.
- Nov 3 – Crack cocaine seized during a motor vehicle stop; operator arrested.
- Nov 3 – B&E at Cape Cod Country Club; cash stolen, investigation active. Nov 6 – Party with outstanding warrants arrested on Ter Heun Drive.

Disorderly and Quality of Life Calls

- Oct 16–18 – Multiple disturbances, including a road-rage incident on Main St., fight over stop sign violations, and a dispute at Falmouth Country Club.
- Oct 20 – Officers assisted FFRD with a structure fire on Shorewood Drive.
- Oct 23 – Disorderly female arrested after yelling and spitting on vehicles on Teaticket Hwy.
- Oct 25 – Disturbance at Falmouth Hospital; situation de-escalated.
- Oct 31 – Adult knocking on doors with toy knife and “Chucky” doll; determined non-threatening.
- Nov 1 – Officers assisted Taunton PD with an arrest on Hartwell Dr.
- Nov 6–12 – Several disturbances at Falmouth Hospital involving assaultive individuals, resulting in arrests or summonses.
- Nov 7–12 – Numerous patrol-generated stops resulted in citations for speeding, defective equipment, and unregistered vehicles.

Community Engagement & Social Media Update

- October 15th SRO Levins, Officer Castleberry and Officer J. Massi attended the college/career fair at Falmouth High School.
- October 24th Officer J. Massi and Clinician Marshall attended a community networking lunch at the court house.
- October 24th Officer J. Massi and Clinician Marshall attended the Neighborhood Falmouth lunch.
- October 24th Officer J. Massi and Clinician Marshall attended the new Foundations treatment facility’s open house.

- October 25th Officer J. Massi participated in Teaticket School's trunk or treat.
- October 26th Sergeant Oliver and Officer Rose participated in the Rec Center's trunk or treat.
- October 28th Officer Jardine and Officer J. Massi attended the DEA's red ribbon ceremony in Hyannis.
- October 30th Officer J. Massi had lunch with the kids at East Falmouth School.
- October 30th the community engagement team launched Operation BUSTed. Officers followed school buses in the morning and afternoon looking for vehicles that fail to stop for the red lights when kids are getting on and off the bus. Throughout the day they also conducted speed enforcement in multiple school zones. The operation resulted in 34 motor vehicle stops.
- October 31st Sergeant Ferrer and Officer J. Massi participated in Cape Cod Church's trunk or treat.
- November 1st the community engagement team held a Handcuff Hunger food drive at Shaw's and Stop and Shop. \$1,301.50 cash/online donations and 3,416 pounds of food were donated to the Falmouth Service Center.
- November 1st Officer J. Massi attended the Heroes in Transition fundraising gala.
- November 3rd Mullen Hall School 4th graders presented Officer Guertin with the "for he's a jolly good fellow" award.
- November 6th Officer J. Massi attended Teaticket School's safety meeting.
- November 6th Officer Lawler, Officer J. Massi, Officer Kowalska, Officer Narbonne and Clinician Marshall attended the Falmouth Public School VIPs glow run.
- November 8th Sergeant D. Massi and Officer J. Massi attended the Special Olympics MA flag football state tournament at Gillette Stadium.
- November 10th Lieutenant Kinsella, Officer Rogers and Officer J. Massi presented the Colors at Teaticket School for the Veteran's Day ceremony. Honor Guard event
- November 11th Chief Lourie and the Honor Guard marched in the Veteran's Day parade and participated in the ceremony.
- November 14th Sergeant Deponte, Officer Viola and Officer J. Massi got "slimed" at Teaticket School as part of the PTO's fundraiser.
- Launched a new "citation" for being good program. When officers spot kids doing the right thing they can present them with a "citation" and a gift certificate for a free slushy at 7/11 on Main St.
- November 1st until December 16th FPD will be collecting toys for Toys For Tots in the lobby of the Police Station.
- FPD continues to collect food for the Service Center in the lobby of the Police Station.
- From October 15th through November 15th the Social Media Team made 39 Facebook posts which had a combined 1,123,907 views.
- August 21st we began using our Instagram page. The last 30 days we have seen an increase of 25.4K views on our Instagram posts.





DEPARTMENT OF PUBLIC WORKS

Administration

- The Department is continually improving our VueWorks workorder system. The monthly work order total for Highways, Parks, and Water is #624 with #520 completed as of November 30th.
- The Department has launched a Falmouth Public Works Facebook social media page. Each of the Department's 10 divisions will be posting notifications on this page in the coming days.
- The Department is preparing for the 2025 Winter season. All Divisions are in full maintenance and construction mode. The Department's eight Divisions take pride in working together to achieve a common goal and provide a better working environment for our employees and strive to keep our Town beautiful. More detailed project reporting is outlined in each of the Divisions reports.

Engineering

- Surf Drive Drainage.
Installation of the subsurface drain field in the Surf Drive parking lot is underway. Eversource is also working in the parking lot, on pulling their cables through the underwater conduit



- Main and Scranton Intersection Improvements:
Eversource is scheduled to move their wires in Early December.



- John Neill Fields:
Soil testing is complete and design is underway to upgrade the septic system In advance of the restoration construction.



- NPDES DPW Facility.
Testing is underway for replacement of interior Drains at the DPW Facility.



- Assist with bid preparation and administration for various DPW activities.
- Continued review and permitting privately proposed projects.
- Survey support for Public Works, Recreation, Conservation and MES projects.

Coastal Resilience

- Beach Management Plan Updates
 - Held kickoff staff meeting for Beach Management Plan with staff from Beaches, Conservation, Engineering, Sustainability, and Highways
 - Revisions to draft goals and protocols
 - Urban Harbors Institute site visits performed week of Veterans Day

- ECO One Stop
 - Submitted Expression(s) of Interest (EOI) for state EEA feedback
 - Coastal Resilience Plan
 - Surf Drive targeted nourishment alternative
 - Water Main resilience designs
 - Gardiner Road drainage study (w/Resilient Woods Hole)

- MVP 2.0
 - MVP 2.0 grant process is necessary for the Town to remain eligible for future action grants
 - Attended state webinar for MVP 2.0 process
 - Drafted Selectboard agenda item for grant application approval at 12/1 meeting

- Redbrook Road Restoration Project
 - Project to enlarge undersized culvert, elevate roadway, create two stormwater retention basins, and restore cranberry bog to native wetland habitat
 - Assisting project team with land purchase arrangements. Project near permitting stage.

- Oyster Pond Restoration Project
 - Project to enlarge undersized culvert and restore upstream areas of salt marsh in Oyster Pond
 - Assist project team with landowner outreach and permitting strategy. Project near permitting stage.

- Buzzards Bay Action Committee
 - BBAC is an organization composed of Buzzards Bay municipalities that focuses on resilience and environmental improvements
 - Transition into role as town representative
 - Draft appointment documents

- Elevation Shots of Beaches for Snow Fence
 - Work w/DPW Highways & Engineering to install snow fence and begin data set for sand accretion
- Sand Nourishment
 - Prepare recommendation and analysis for budget line item
- Surf Drive Study
 - Feasibility study update on agenda for 12/1 Select Board meeting
 - Draft recommendation for alternative in consultation w/Town Mgmt and DPW
- Coastal Resilience Committee
 - The Barnstable County Coastal Resilience Committee is composed of representatives from Cape municipalities and focuses on coastal resource management issues
 - Transition into role as town representative
 - Draft appointment documents
- Stone Living Lab
 - SLL proposes an experimental modification to an MBL-owned sea wall in Woods Hole
- Falmouth Pond Coalition
 - Working with Pond coalition and Engineering to create system of gathering data on storm drains using volunteer help
- Old Silver Beach Eroding Coastal Bank
 - Working w/Conservation to facilitate stabilization improvements to eroding coastal bank in vicinity of Old Silver Beach
- CCCD O&M Inspections for John Parker and Cedar Lake
 - O&M inspection and reporting w/CCCD for restoration projects including John Parker bridge and Cedar Lake fish ladder
- Meetings
 - Leah Hill and Vince Murphy, Nantucket Coastal Resilience
 - MAS Coastal Waterbird & Conservation
 - Kristen Weir, Waquoit Bay NERR
 - Joe Voci, Waterways Committee

- Presentations
 - 11/20 - Falmouth Newcomers Club
- Conferences
 - Climate Beacon (EEA)

Recycling & Solid Waste

- Early Fall brought an increased number of resident requests for recycling information, recycling carts, and Waste Management Facility/Leaf Compost Facility stickers. Service requests for missed curbside trash and recycling pick-ups also spiked briefly when the Nauset Disposal fleet experienced several breakdowns simultaneously with a key member of their management team promoted to another location.
- Planning for Fall recycling and waste reduction events was the focus in September / October. DPW is coordinating the efforts of Solid Waste Advisory Committee (SWAC) volunteers who are leading some of these events. SWAC is actively developing partnerships with non-profit organizations who are willing to pay vendor fees in advance, provide volunteers, help spread the message within their communities, and in return may benefit from requested donations made by event participants. This model removes the financial burden for hosting these events from the Department of Public Works.
 - Habitat for Humanity Cape Cod is the non-profit partner for Latex Paint collections. The vendor for this event is ReColor Paints, which collects and recycles latex paint products and manufactures a line of recycled paints. Falmouth's Habitat for Humanity Restore is one of the local retail outlets for ReColor paints, so their partnership with ReColor is strong and mutually beneficial.
 - Hosting local Latex Paint recycling events will help the Town avoid unnecessary fees at County Household Hazardous Waste events, where latex paint is often accepted for disposal at a significantly higher cost than at a recycling event.

Highways / Waste Management Facility / Beach Maintenance

- Drainage upgrades were completed on Wickertree Road to correct flooding issues. Repairs to drainage systems on Pine Street, Green Harbor Road, Carlisle Road and 317 Menauhant road were also completed.

- Asphalt paving is complete on Acapesket Road, Minot Street and Nursery Road. Minot Street received a resurfacing, new sidewalks and crosswalks while Nursery and Acapesket were resurfaced.
- Catch Basin / Drainage cleaning and repairs are on-going. Highway staff members are responsible for the maintenance and cleaning of over 3,500 Catch Basin Structures. Currently, the division has 2 open work orders waiting for service. The average waiting time is 3-5 days. So far this month there are 39 closed work orders.
- Paving of the Shining Sea Bikeway was completed from Fay Road to Nobska Road. The entire path was pulverized, compacted and paved. This area was one of the oldest sections of the SSBW and was plagued with cracking and root bumps
- Roadside trimming and mowing efforts continue. Crews have mowed approximately 28 miles of roadway while trimming around fences, signs, utility poles and guardrails. Crews trimmed back the right of ways on John Parker Road, Thomas B. Landers and Carraige Shop Road.

Parks

- Parks prepared and installed over 300 feet of grass protection mats for Marina Park due to ongoing damage from vehicles and equipment. The mats were the recommended choice after several years of regrading and seeding the damaged areas were not improving the heavily traveled park condition.
- Staff planted 7 replacement trees. 4 on Countinghouse way, 1 on Queen Street, 1 on Belvidere Road and 1 at Chapel Park.



- Crews aerated, seeded and spread 70 yards of topdressing at the School Administration softball field.



- Parks renovated the Mullen Hall garden to include an additional outdoor learning area by pruning and grubbing the overgrown pathways and planting beds.

- Staff setup and prepared the Main Street library lawn for the Veterans Day services.
- Crews aerated the athletic fields at High School.
- Parks winterized all Athletic field irrigation systems and waterlines for water fountains.
- Staff removed temporary fencing that was installed for the little league field at Morse Pond.
- Crews have been busy doing fall cleanups at North Falmouth Library, Nye Park, Morse Pond School, Bike Path and Worcester Court.
- The Parks Division has been cleaning, painting and repairing the holiday display for the lighting and Holiday stroll. Additionally, the Peg Noonan spruce tree and both Holly trees at the Library lawn have been strung with lights.
- Staff installed two new benches at the Library lawn on Main Street.
- Crews rebuilt the Lacrosse bounce back wall at the High School.

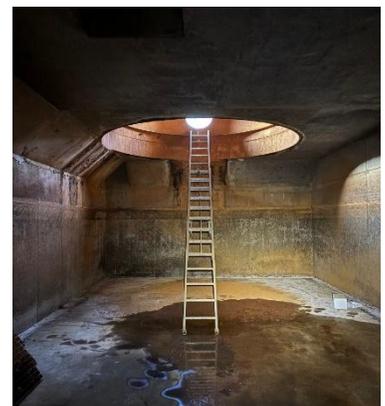


- Parks did extensive planting bed repair at Town Hall and the Fuller field playground landscaped beds.
- KPI Playground inspections 1 out of 22 playgrounds

Water

- CC Construction is currently installing new water services on Sandwich Rd. They will have this project completed the first week of December, demobilize during the week of 12-1-25 to 12-5-25, and relocate to our other capital improvement project in Woods Hole on Leslie St, Hilton Ave, Sumner St and James St.

- As of 25-11-24 the Falmouth Water Department has approved 164 Permit Eyes sign offs for water related issues and 82 site plan reviews with the Falmouth Zoning Board of Appeals and The Planning Department in 2025.
- Fall 2025 Water and Sewer bills were mailed on time utilizing a new printing and mailing outfit. This transition required extensive correspondence with Wolverine Solutions Group and internal assistance with our Water and Sewer Billing Coordinator Daylene Tropeano. Thank you, Daylene, for all your efforts in completing this task within our billing deadline.
- We are currently in the early phases of “New Source Approval” for reactivating The Ashumet Well. A mitigation agreement has been reviewed and signed between the Air Force and The Town of Falmouth on 25-9-12. A conceptual design will begin in 2026.
- FY 26 Capital Water Department articles have been approved at Fall Town Meeting to proceed.
- The Falmouth Water Department’s Crooked Pond Water Treatment Facility’s air stripping tower media replacement and carbon media replacement projects have started. Currently Crooked Pond Treatment Facility is off-line while repairs take place. Upon removing the media, multiple unforeseen repairs will be required prior to replacing the media in these units. Our treatment team has done an excellent job thus far in assisting with these projects, spending nearly a week in a confined space removing the sludge from the raw wet well. Below: our treatment team members Mike Reghitto, Dominic Gauthier, Sean Morin upon completing the removal of all debris inside this massive tank.



Wastewater

- Wastewater Treatment Facility Improvements Construction Project:
 - Completed and passed DEP's "clear water test" of new 3rd Sequencing Batch Reactor (photo of preliminary diffuser testing below)
 - Completed installation of new exterior masonry at Operations Building (photo below).
 - Continued HVAC/ductwork installation in Operations Building and Sludge Processing Building.
 - Installed first of two new gravity belt thickeners in the Sludge Processing Building
 - Backfilled new Influent Equalization Tank and removed sheeting.
 - Continued electrical cable pulls and terminations throughout the site.
 - Project is approximately 75% complete. Construction substantial completion is still forecast for April 2026.
 - Through Change Order #4, 41% of the contingency available under the SRF loan has been used. The project is expected to be completed within budget.



- Great Pond Phase 1 Wastewater Project:
 - Received "Permission to Advertise" from DEP/SRF.
 - Advertised construction bids for the project. Bids due December 4th; expect to award the project contracts by the end of December.
 - Held a well-attended pre-bid meeting for each of the construction contracts.
 - Received MassDOT permit for the project.
 - Continued work with Assessing Department, preparing for sewer betterment.
 - Coordinated with the police station siting committee regarding the lift station and police station, both to be located on the Augusta parcel at 100 Brick Kiln Road.

- Outfall Data Collection and Permitting Project:
 - Received 15 sets of comments on the Town’s Environmental Notification Form (ENF) for the outfall project.
 - State issued Secretary’s Certificate on the Town’s Environmental Notification Form. The Certificate summarizes the outfall project and scopes out the Draft Environmental Impact Report required for the project, based on the MEPA analyst’s review of the ENF and of the comments received from agencies and the public.
 - Completed 2025 baseline data collection and continued processing baseline data collected May-October of 2024 and 2025.

- Operations:
 - Operators assisted with start-up of new 3rd Sequencing Batch Reactor, completed training on 3-tank mode of operation, and transitioned to 3-tank mode of operation.
 - A town operator provided a wastewater treatment facility tour for 15 teachers as part of WBNERR’s “Teachers on the Estuary: Wastewater in the Watershed workshop”
 - Operators cleaned wet wells at the Park Road lift station and Glen Ave and Highland Road E/One stations.
 - Installed new monitoring well for the New Silver Beach facility to replace a damaged well.
 - Assistant Wastewater Superintendent inspected 3 restaurants on Main Street for Fats/Oils/Grease compliance and inspected 3 residential properties in the Surf Drive area for prohibited sump pump connections to the sewer system.
 - Wastewater Superintendent is participating in monthly meetings of Cape Cod wastewater superintendents and others seeking a solution to the increasing challenge of sludge disposal.

Facilities

Operations Updates

- Facilities staff have completed 111 work orders in the past month with 22 work orders currently open or in progress.



- We have 1 vacant full-time position remaining in the department.

Capital Project Updates

- HVAC Controls Upgrades- The DPW and Main Library projects have been completed. This month, we executed the contract for the Fire Department Headquarters upgrade. Materials are currently on order.
- Library Chiller Replacement- Capital funding was voted for the Library Chiller Replacement project at Town Meeting on November 17, 2025. A kick-off meeting with the design engineers is scheduled for Wednesday December 3, 2025.
- Main Library Window Replacement Project- All windows have been installed, and all exterior masonry and trim work has been completed. Final air and water testing is scheduled for December 2, 2025. All interior trim work is anticipated to be completed by Christmas.



- 10 Pumping Station Road- Completed weatherization project which included sealing all doors and windows, patching the roof, and replacing rotted trim.



Fleet

- The Fleet Department is in full maintenance mode, we are repairing and servicing all departments and their needs. We are Happy to announce that the Fleet Department will fully be staffed as of Dec 10, 2025. We welcome new Assistant Mechanic, Brendan Sullivan.
- The Fleet Department is finishing up on servicing the smaller equipment for winter. We are also getting equipment ready for late season clean-ups with the Parks Department.
- We are waiting for two vehicles that were ordered from the capital request of 2025. We have been getting updates that they are still on schedule. The dump truck sander is estimated for arrival in August 2026, and the Bucket truck arrival sometime early 2026.

RECREATION DEPARTMENT

Upcoming Events for December

- Bus Trip to NYC - On Saturday December 6th, we will be taking a coach bus to NYC. The bus will depart from Gus Canty at 6am and leave from NYC at 6pm. The bus will drop patrons off at 53rd and Broadway and they will have an opportunity to explore NYC on their own. The lighting of the Christmas tree in Rockefeller Center will be on December 3rd so the city will be all decorated for the holiday season!

November Events

- The VIPS Glow Run was held on Thursday November 6th. This event was for kids in grades K-4, and the children represented their elementary school. There was a 50-yard dash as well as a shuttle run. The event took place from 5-7pm behind the recreation building on Fuller Field. The racecourse was lit up with Christmas lights and there was music, food trucks and lots of glow sticks.



Youth Programs

- Registration is open for our youth basketball program. The program will begin on Saturday December 13th. This program is for boys and girls grade 1 through grade 8. Games will be played on Saturdays, with grades 5-8 having one practice during the week.
- Our Munchkin basketball program registration is also open. We will have three sessions of this popular program this season. This program is for 5 and 6 year olds (kindergarten) and will run on either Monday or Wednesday evenings at 5:15pm beginning December 8th
- School Half Day program – next half day is on Tuesday December 9th
- Hip Hop Dance Class – we have partnered with Falmouth Dance Academy to offer this class to children in grades 1-12. It will be held on Wednesday evenings from December 3 – January 2. Grades 1-6 (4:45pm), Grades 7-12 (5:45pm)

- Futsal Fridays – pickup games for grades 6-12 on Fridays from 4:45 – 6:45pm. This program runs from December 5 – February 27 and is free, thanks to the Falmouth Futsal Club
- Mites Sports Skills – We are introducing a new program this winter for children ages 3 and 4. This program will teach basic sports skills like running, jumping, throwing, kicking and balancing to future athletes. It will be held on Tuesday afternoons from 12:15-1:00pm, and will run from January 6th – February 3rd
- Fall Fun Family Fridays – Family Craft Night will be on December 12th. We will also be having a Family Christmas Movie night on December 19th

Adult Winter Programs

*winter session registration is open, programs begin the first week of December

- Monday - Women's Indoor Soccer ½ gym
- Monday – 18+ Basketball ½ gym
- Tuesday - All Gender Volleyball
- Thursday - All Gender Futsal

Indoor Pickleball (Winter Session) December - February

- Beginner – Wednesdays 12:15–2:15pm
- Intermediate – Thursdays 12:15–2:15pm
- Advanced – Fridays 12:15–2:15pm
- Senior (60+) – Thursdays 8:30–10:30am
- All Levels – Sunday morning 8:30-10:30am
 - no Saturday pickleball due to rec basketball on Saturdays

SENIOR SERVICES

- 118 new participants enrolled. [Total Enrollment 9,080]
- 7,911 participant swipe card check-ins [Units of Service].
- 918 Volunteer hours.
- 262 Transportation Rides covering 1,217 Miles.
- Outreach Coordinator provided 694 Units of Service connecting residents to resources, services, and programs to support their needs or the needs of a loved one.

Special Program Initiatives for the Period October 28, 2025 – November 24, 2025

- Monthly Support Groups: Alzheimer’s Caregiver Support Group, Bereavement Support Group, Community Circle, LGBTQIA Support Group, Women’s Support Group.
- Monthly Information Tables: Elder Services, Falmouth Human Services Department, Falmouth Public Library, Falmouth Service Center, Falmouth Sustainability Specialist, Grandparents Raising Grandchildren, Independence House, and WECAN.
- Monthly Special Programs: Bingo, Book Club, Arts/Crafts Card Making and Painting Classes, Genealogy Workshops, Technology Classes.
- Weekly Professional Services: Gadget Tech Support, Legal Assistance, Senior Services Department Outreach Services, SHINE [Serving the Health Insurance Needs of Everyone] Services.
- Weekly Exercise Programs: *[Estimated 57 classes per week]*
All Level Yoga, Barre Class, Variety of Cardio Aerobics and Strength Training Classes, Chair Yoga, Dance Fit & Fun, Gentle Yoga, Line Dancing, Meditation, Osteocise, Qigong, Slow Flow Yoga, Stretch and Flexibility, Tai Ji, Tai Ji Exercise Basics, Yoga for Vitality, ZUMBA.
- Weekly Social Programs: Backgammon, Bridge, Canasta, Chess, Cribbage, Mahjong, Men’s Conversation Group, Needlework Group, Open Game Time, Ping Pong, Poker, Poetry, Pony, Pool Games, Puzzle Time, Rummikub, Scrabble.
- Weekley Wellness Clinic: VNA Public Health Division conducts weekly wellness clinics every Wednesday.
- Monthly Hearing Screenings: Offered by Miracle Ear.
- Monthly Reiki appointments are available with a certified Reiki specialist.
- Daily: Café breakfast, lunch, and special offerings. [1,656 service units]
- Daily: Fitness Room participation. The November orientation was held for 18 participants. [1,049 service units]
- VNA [Visiting Nurse Association of Cape Cod]
 - Sept 4th – Nov 6th: Paving the Path to Wellness educational program completed another successful program in support of the health and wellness of our participants.



- Nov 10th - Dec 15th: Senior Aquatic Conditioning at Atria.
 - Nov 12th - Dec 17th: Neuro Go exercise series
 - Nov 21st: VNA Fall Risk Assessment Clinic.
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- Nov 3rd: Coffee & Conversation “Policing with the People”. Special Guest – Police Station Building Committee representatives to discuss the vision of the future of the new Police Headquarters. Q&A.



- Nov 3rd: The Singing Trooper Veterans Tribute performance.



- Nov 17th: Veterans' SITREP [Situational Report] with Town of Falmouth Director of Veterans' Services – Jim Gouzas. Discuss today's important issues to veterans. All former service members and spouses' welcome. Discussion and Q&A.
- Nov 19th: Cooking Class "A Delicious alternative to Thanksgiving Turkey".



Nov 17th and 24th: Thanksgiving Meal Luncheons.

Upcoming Special Program Initiatives

- Nov 25th: Elder Services "Thanksgiving Grab N Go" meal distribution.
- Dec. 3rd: Coffee & Conversation Guest Speakers: Police Dept Detective Bureau

- Dec. 8th: Senior Center Holiday Social entertainment.
- Dec. 10th: Cooking Class “Easy but Elegant Holiday Dinner”.
- Dec. 19th: VNA Fall Risk Assessment Clinic.

SUSTAINABILITY

The Sustainability Specialist attended **DOER’s Green Communities Summit** on Nov. 18th where presentations and discussions focused on innovative energy solutions, policy updates, and bolstering energy efficiency in communities to achieve the Commonwealth’s 2050 emission-reduction goals.



Along those lines the following actions and operations in Falmouth are leading towards **emissions reduction goals**:

- Two **school solar carport canopy** leases were approved by the Select Board (North Falmouth Elementary and Falmouth High School).
- A new **rooftop solar** installation on the Gus Canty Recreation Center is being negotiated.
- The Water Treatment Plant **rooftop solar** installation was completed and after electrical tie-in, will be operational and producing 10% of the WTP electrical usage.



- The Police Department fleet **Electric Vehicle (EV) charger** (2 ports) was installed in the gated area. After electrical work is done, the chargers will be operational and ready for the Police Chief’s EV!





- The Depot Ave EV chargers are one step closer to completion. They will be operational and open to the public after electrical work is finalized.

VETERANS' SERVICES

- **Veterans Day Ceremony** – Department of Veterans' Service and Falmouth Veterans' Council coordinated and facilitated the 2025 Veterans Day Ceremony. Featuring Wayne Soares (former broadcaster at ESPN Radio and staffer for Fox SportsNet) as the Keynote Speaker. The event was supported and attended by many local dignitaries which included: Falmouth Selectboard members; and State Representatives. The event was also attended and supported by the local area AMVETS, VFW, DAV Posts, Falmouth DPW, Fire, and Police Departments. Scouts USA Troop 236 recited the Pledge of Allegiance, and the Falmouth Repertory singers sang the National Anthem. Landscaping and plantings were supported by Falmouth Marine Lodge Free Masons and by the Falmouth Parks Department & DPW. Honor Guards were provided by the Falmouth Police Department, Falmouth Elks, and the Falmouth Scouts. Pastor Nell Fields of the Waquoit Congregational Church provided the invocation and the closing prayer. Falmouth Veteran Council Chair served as Master of Ceremonies. This year's ceremony incorporated issuing challenge coins to every veteran in attendance thanking them for their service, which was much appreciated by every veteran. Despite the cold weather, the event had approximately 300 spectators in attendance.



- **Community Outreach** – VSO, two Falmouth Veteran Council members, and two veteran volunteers visited all Assisted Living and Nursing Home facilities in Falmouth to meet with their resident veterans and issue Veteran Challenge Coins thanking them for their service. This activity was very well received, and the activity coordinators indicate they wished to have us return every Veterans Day.



- **Community Outreach** – VSO continued to participate in Veteran Benefits information workshop at the Falmouth Community Veterans Center. The workshop was attended by Falmouth veterans who were seeking out benefits information. The workshop provided an opportunity to exchange information in an interactive group environment. This month's workshop focused on changes in the healthcare system and how to navigate those changes. The event was attended by 12 individuals.
- **Community Outreach** – VSO attended Veterans Day events included the Annual Fly Bridge Restaurant Veteran Breakfast, Falmouth Elks Lodge Annual Veteran Luncheon, and the Falmouth Community Veterans Center Annual Open House. The Flying Bridge Veteran Breakfast featured Falmouth Veterans' Council Chair, Carissa April, as co-master of ceremony and guest speaker.



- **Community Outreach/Chapter 115 Coffee Social** – Department of Veterans' Services continued with the department's monthly chapter 115 Client Coffee Social. The intent of this activity is to issue monthly Chapter 115 benefit payments within a social environment that creates comradery and sense of belonging. The venue for this activity was hosted by the Falmouth Community Veterans Center (FCVC), allowing them to showcase their facility and expose the clients to the resources the FCVC can offer. This activity also provides an opportunity for the department to physically meet and engage with clients monthly, and to provide up to date veteran benefits information. This month featured a guest speaker from the Cape 7 Islands Veteran Outreach Center who provided information about all the activities and services their organization provides.



- **Community Outreach** – Continued to conduct monthly “SITREP.” A veteran information social exclusively for Falmouth Veteran Senior Center members to provide program and benefits awareness as well as a group milieu to provide peer support and connect with current and relevant veteran issues. This month’s program focused on Veteran issues and concerns relevant to the older veteran population and was attended by 15 individuals.
- **Community Outreach** – Participated in monthly Falmouth Elks Lodge Veteran Coffee Social to meet Falmouth veterans and provide program awareness. Eight veterans and their spouses were in attendance. This Vso used the opportunity to engage and network with VFW, DAV, AMVETS, and Elks Lodge leaders.
- **Professional Development** – Attended monthly Executive Office of Veterans’ Services meeting. A virtual format designed to review programs and discuss best practices.
- **Community Outreach** – Attended "Essential Services" Homeless Service Network Meeting held in collaboration with the Falmouth Department of Human Services, Cape and Islands Housing Assistance Corp. (HAC), and Falmouth Belonging to Each Other (NGO). Case management collaboration was discussed, and professional contacts were made.
- **Community Outreach** – Attended the bi-monthly food distribution drives hosted by the Cape and Islands Veterans Outreach Center (CIVOC) and held at the Falmouth AMVETS Post to provide program outreach.
- **Chapter 115 Veterans Case Managed** – 38 On-going Chapter 115 benefit recipients

- **Total Veteran Service Activities** – 395 Veteran services – inclusive of the provision of misc. information and guidance to resources, VA benefits claim processing, and Chapter 115 case management.
- **Homeless/at Risk of Homelessness Veterans Served** – The department assisted one homeless veteran in accessing resources and transitional/permanent housing.

Upcoming Meetings/Events:

- **Community Outreach** – Veterans' Department will issue cold prepared boxed Holiday meals to Chapter 115 clients on December 18, 2025.
- **Community Outreach** - Monthly veteran information social, called SITREP, with the Council on Aging Program Director. SITREP on December 15, 2025.
- **Community Outreach** – VSO will attend bi-monthly food distribution drives hosted by the Cape and Islands Veterans Outreach Center (CIVOC) and held at the Falmouth AMVETS Post to provide program outreach. This month VSO will provide free winter coats to any veteran in need from this venue. Activity will be held on December 2, 2025.