

TOWN OF FALMOUTH
BOARD OF SELECTMEN

AGENDA

MONDAY, DECEMBER 3, 2018 – 7:00 P.M.
SELECTMEN'S MEETING ROOM
TOWN HALL

7:00 p.m. OPEN SESSION

1. Call to Order
2. Pledge of Allegiance
3. Proclamation
4. Recognition
5. Announcements
6. Public Comment
7. Vote to Affirm Appointment of Zoning Administrator

7:15 p.m. SUMMARY OF ACTIONS

1. Licenses
 - a. Application for New Second-Hand Dealer's License – Village Lamp Repair Shoppe, 628 W. Falmouth Hwy.
 - b. Application for Change of Manager of a Wine & Malt Package Store License - Windfall Market, 77 Scranton Ave.
 - c. Application for Change of Manager of an All Alcoholic Club License – Amvets, 336 Palmer Ave.
2. Administrative Orders
 - a. Approval and Execution of Conservation Restriction for Farley Bog and Execution of Deed Transferring Title to Falmouth Rod & Gun Club
 - b. Designate Members of the Shellfish Advisory Committee as Special Municipal Employees for the Purposes of the Conflict of Interest Law
 - c. Approval of Restrictive Covenant for Sewer Betterment at 197 Grand Avenue
 - d. Sign Certification of Votes for Civil Officers in the November 6, 2018 Election

PUBLIC HEARINGS

7:30 p.m.

1. Wetland Hearing – The 300 Committee – Construction of elevated boardwalk, walking trails, bog bridges and informational kiosk to improve public access to “Two Ponds” Conservation Area – body of water affected Jones Pond and Cedar Swamp

7:45 p.m.

2. Application for Shellfish Aquaculture License – Peter Chase and Francis Doohan – Mooring #37 in Great Harbor, Woods Hole

7:50 p.m. BUSINESS

1. Presentation of Proposed Change in Shellfish Regulations – Chuck Martinsen, Marine & Environmental Services
2. Presentation – Vulnerability Assessment – Woods Hole Group
3. Request for Sign Variance – Falmouth Water Stewards – Water Station – County Road
4. Update on Change in Town Email Address to @falmouthma.gov
5. Report on the Selectmen's Communications Response Process
6. Announce April 2019 Town Meeting Schedule
7. Approve 2018 Annual License Renewals:

ALL ALCOHOL RESTAURANT

Añjeo
Captain Kidd
Chapoquoit Grill
East End Tap
Epic Oyster
Estia
Glass Onion
Golden Sails
Grumpy's Pub
La Cucina sul Mare
Paul Harney Golf Club
Quahog Republic Dive Bar
Silver Lounge Restaurant
The Conference Table
The Pizza Bar

ALL ALCOHOL CLUB

Cape Verdean Club
Green Pond Yacht Club
Portuguese American Club

ALL ALCOHOL INHOLDER

Falmouth Holiday Inn dba Kansas City Bar & Grille

ALL ALCOHOL PACKAGE STORE

Kenyon's Market, Inc.
Murphy's Package Store
Old Barn Package Store

WINE & MALT RESTAURANT

Silver Beach Pizza & Seafood

WINE, Malt, & Cordial Restaurant

Doggz & Hoggz

WINE & MALT PACKAGE STORE

Ocean State Job Lot
MPG Corp dba Rapid Refill

COMMON VICTUALLER

Añjeo
Betsy's Diner
Black Dog Tavern Co dba Heights Café
Cape Cod Bagel
Chapoquoit Grill
Coffee Obsession #1
Coffee Obsession #2
Cupcake Charlie's
D'Angelos Sandwich Shop

8. Minutes of Meetings:
Public Session – September 17, 2018
9. Individual Selectmen's Reports
10. Review of Town Manager's Report
11. Review and/or Discuss Correspondence Received

Doggz & Hoggz
East End Tap
Epic Oyster
Estia
Eulinda's
Falmouth Holiday Inn dba Kansas City Bar & Grille
Glass Onion
Grumpy's Pub
La Cucina sul Mare
LBK, LLC dba Burger King
McBee Enterprises dba McDonalds
Quahog Republic Dive Bar
Silver Beach Pizza & Seafood
Silver Lounge Restaurant
Starbucks Coffee Company #7418
The Buffalo Jump
The Conference Table
The Pizza Bar

INNHOLDER-VICTUALLER

Inn on the Square, LLC
Shoreway Acres

ENTERTAINMENT

Cape Verdean Club
East End Tap
La Cucina sul Mare
Portuguese American Club
Quahog Republic Dive Bar
Silver Lounge Restaurant
The Pizza Bar

SUNDAY ENTERTAINMENT

La Cucina sul Mare
The Pizza Bar

MOTOR VEHICLE CLASS II

Falmouth Motorcar Inc.
Frank's Auto Sales
Reine Trucking & Repair
Route 28 Auto Center
Waquoit Auto Sales, Inc.

MOTOR VEHICLE CLASS III

Falmouth Salvage

VEHICLE FOR HIRE

AA Taxi
All Seasons Taxi
White Tie Limousine Co, Inc.

Number:
18-14-SHD

Fee
\$25.00

The Commonwealth of Massachusetts
Town of Falmouth

This is to certify that
Village Lamp Repair Shoppe
David Rogers, Owner/Manager
628 W. Falmouth Hwy.
West Falmouth, MA 02540
is hereby granted this

Second-Hand Dealer's License

628 W. Falmouth Hwy., W. Falmouth, MA 02540

To be a dealer in or keeper of a shop for the purchase, sale of barter in:

JUNK, OLD METALS AND SECOND HAND ARTICLES
in said Falmouth in accordance with the laws of the Commonwealth of Massachusetts relating
thereto, the ordinances and by-laws of said Falmouth and such rules and regulations provided for
the supervision thereof.

This license shall continue in force unless sooner revoked and is subject to sections two hundred
and two and two hundred and five, inclusive, of the General Laws, Chapter 140, as amended.

To repair and sell: Lamps, lamp parts and lamp shades.

Valid from: December 3, 2018

Valid until: April 30, 2019

By order of The Falmouth Board of Selectmen

December 3, 2018

Diane Davidson

From: Ollie Fitzpatrick <ofitzpatrick@falmouthmass.us>
Sent: Friday, November 30, 2018 8:30 AM
To: 'Diane Davidson'
Subject: RE: New Application for Second-Hand Dealer's License

Good Morning:

628 West Falmouth Hwy is a B3 Zone so business can operate. Applicant will need a certificate of appropriateness from Historic Commission for his sign which is a bit of a process so if he comes in you may want to tell him to see Corey Pacheco also.

Ollie Fitzpatrick
Assistant Zoning Enforcement Officer
Town of Falmouth
59 Town Hall Square
Falmouth, MA 02540
Phone: (508) 495-7468
Fax: (508) 548-4290
Email: ofitzpatrick@falmouthmass.us

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From: Diane Davidson [mailto:ddavidson@falmouthmass.us]
Sent: Thursday, November 29, 2018 4:18 PM
To: 'Ollie Fitzpatrick' <ofitzpatrick@falmouthmass.us>; falzba@falmouthmass.us
Subject: RE: New Application for Second-Hand Dealer's License

Hi Ollie,

The applicant has changed the location of his business from 634 N. Falmouth Hwy. to 628 W. Falmouth Hwy. He will stop in to the Building Department early next week to make this change to the application for Use and Occupancy Permit.

I believe there was a similar business in this location.

Thank you,

Diane

Diane Davidson

From: Diane Davidson <ddavidson@falmouthmass.us>
Sent: Monday, November 26, 2018 4:31 PM
To: Olive Fitzpatrick (ofitzpatrick@falmouthmass.us); 'falzba@falmouthmass.us'
Subject: New Application for Second-Hand Dealer's License
Attachments: App.-Secondhand Dealer-Village Lamp Repair_Redacted.pdf

To all,

Attached please find a copy of an application for a new Second-Hand Dealer's License from David Rogers for the Village Lamp Repair Shoppe. Mr. Rogers is an electrician and will be repairing lamps in his shop. He will also have lamps for sale.

Please review the application, and if you have a recommendation on this application for the Board of Selectmen, please provide it by Friday, November 30, 2018. If there is any additional information you need from the applicant, please let me know.

Thank you,

Diane

*Diane S. Davidson
Office Manager/Licensing
Office of the Town Manager and Selectmen
Town of Falmouth
59 Town Hall Square
Falmouth, MA 02540
(508) 495-7321*

Diane Davidson

From: Diane Davidson <ddavidson@falmouthmass.us>
Sent: Wednesday, November 14, 2018 10:57 AM
To: Brian Reid (breid@falmouthpolice.us); Sean Doyle (sdoyle@falmouthpolice.us)
Subject: Application for Second-Hand Dealer's License
Attachments: App.-Secondhand Dealer-Village Lamp Repair.pdf

Capt. Reid,
Lt. Doyle,

Attached please find an application for a new Second-Hand Dealer's License from David Rogers for the Village Lamp Repair Shoppe for your review and recommendation to the Board of Selectmen.

When David Rogers submitted his application, I referred him to the Police Department for fingerprinting. At that time the system wasn't in place yet, so instead he was asked to submit a CORI form.

I have scheduled this for review/approval at the Monday, December 3, 2018 Selectmen's meeting.

Thank you,

Diane

*Diane S. Davidson
Office Manager/Licensing
Office of the Town Manager and Selectmen
Town of Falmouth
59 Town Hall Square
Falmouth, MA 02540
(508) 495-7321*



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission

For Reconsideration

LICENSING AUTHORITY CERTIFICATION

Falmouth

00126-PK-0390

City /Town

ABCC License Number

TRANSACTION TYPE (Please check all relevant transactions):

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

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

APPLICANT INFORMATION

Name of Licensee DBA

Street Address

Manager

Granted under Special Legislation? Yes No

If Yes, Chapter

of the Acts of (year)

Type Class Category
(i.e. restaurant, package store) (Annual or Seasonal) (i.e. Wines and Malts / All Alcohol)

DESCRIPTION OF PREMISES

Complete description of the licensed premises

LOCAL LICENSING AUTHORITY INFORMATION

Application filed with the LLA: Date Time

Advertised Yes No Date Published Publication

Abutters Notified: Yes No Date of Notice

Date APPROVED by LLA Decision of the LLA

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

For Transfers ONLY:
Seller License Number: Seller Name:

The Local Licensing Authorities By:

Alcoholic Beverages Control Commission
Ralph Sacramone
Executive Director

Diane Davidson

From: Douglas Decosta <ddecosta@falmouthpolice.us>
Sent: Tuesday, November 20, 2018 3:29 PM
To: 'Diane Davidson'
Subject: Background Check- Sean Greenwood of Windfall Market

**Background Check- Sean Greenwood of Windfall Market
Manager of Alcoholic Beverage License**

Diane,

A background check has been completed by the Falmouth Police Department of the municipal license applicant listed below:

Sean Greenwood of Windfall Market

The department did not locate anything that may disqualify this municipal license applicant.

Sincerely,

Lieutenant Douglas DeCosta
Falmouth Police Department
750 Main Street
Falmouth, MA 02540
Office: 774-255-4527
Fax: 508-457-2566
ddecosta@falmouthpolice.us
www.falmouthpolice.us



-----NOTICE-----

This email is intended for professional and business purposes of the Falmouth Police Department. The contents of this email message and any attachments are confidential and are intended solely for the addressee. If you are not the intended recipient please notify the sender and delete this message.

Windfall Market

Change of Manager Checklist

*Please refer to website: www.mass.gov/abcc to complete ABCC application

1. Amend your Retail Alcoholic Beverages License by Municipality
2. Click on Local Licensing Authority - Falmouth
3. Click on the amendment you are making (if multiple amendments, fill out forms on-line, save, print, sign, attach required documents)
4. Submit to Local Licensing Authority (ABCC forms and Local Licensing Authority forms submitted to Falmouth Town Manager's Office)

This application will be returned if the following documentation is not submitted:

Received:

- * Form from ABCC website including proof of \$200.00 fee paid to the Commonwealth of Massachusetts
- Fingerprint based-background check (performed at Central Records) \$30 fee payable to the Commonwealth of Massachusetts and \$30 fee payable to the Town
- Vote of Corporate Board or LLC
- Proof of Citizenship (U.S. Passport, Voter's Certificate, Birth Certificate or Naturalization Papers)
- A \$50.00 Filing Fee made payable to the Town of Falmouth
- A hearing before the Board of Selectmen *12/3/18*



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission

For Reconsideration

LICENSING AUTHORITY CERTIFICATION

Falmouth

00097-CL-0330

City /Town

ABCC License Number

TRANSACTION TYPE (Please check all relevant transactions):

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

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

APPLICANT INFORMATION

Name of Licensee DBA

Street Address

Manager

Granted under Special Legislation? Yes No

If Yes, Chapter

of the Acts of (year)

Type Class Category

(i.e. restaurant, package store) (Annual or Seasonal) (i.e. Wines and Malts / All Alcohol)

DESCRIPTION OF PREMISES Complete description of the licensed premises

LOCAL LICENSING AUTHORITY INFORMATION

Application filed with the LLA: Date Time

Advertised Yes No Date Published Publication

Abutters Notified: Yes No Date of Notice

Date APPROVED by LLA Decision of the LLA

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

For Transfers ONLY:
Seller License Number: Seller Name:

The Local Licensing Authorities By:

Alcoholic Beverages Control Commission
Ralph Sacramone
Executive Director

Amvets ~

Change of Manager Checklist

Received:

This application will be returned if the following documentation is not submitted:

- Form from ABCC including EPAY Confirmation Number showing \$200.00 fee paid to the Commonwealth of Massachusetts
- \$200.00 Fee made payable to the Commonwealth of Massachusetts or the ABCC
- Fingerprint-based background check (performed at Central Records, Falmouth Police Department) \$30 fee payable to the Commonwealth of Massachusetts and \$30 fee payable to the Town of Falmouth
- Vote of Corporate Board or LLC
- Proof of Citizenship (U.S. Passport, Voter's Certificate, Birth Certificate or Naturalization Papers)
- A \$50.00 Filing Fee made payable to the Town of Falmouth
- A hearing before the Board of Selectmen

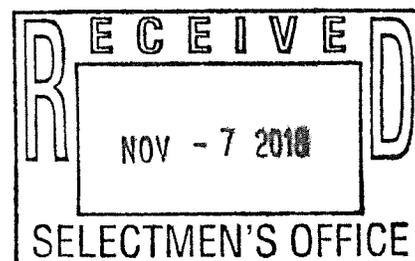
12/3/18

Please refer to website: www.mass.gov/abcc

1. Amend your Retail Alcoholic Beverages License by Municipality
2. Click on Local Licensing Authority - Falmouth
3. Click on the amendment you are making (if multiple amendments, fill out forms on-line, save, print, sign, attach required documents)
4. Submit to Local Licensing Authority (ABCC forms and Local Licensing Authority forms)

LAURA M. MOYNIHAN
Attorney at Law

17 Academy Lane, Suite 1
Falmouth, Massachusetts 02540
Telephone: 508-548-5558
Fax: 508-548-5553
Email: laura@lmoynihanlaw.com



November 7, 2018

Via Email and Hand Delivery

Ms. Susan Moran, Chair
Board of Selectmen
59 Town Hall Square
Falmouth, MA 02540

Re: Conservation Restriction for Farley Bog Parcel – Falmouth Rod & Gun Club, Inc.

Dear Ms. Moran:

Enclosed please find the Conservation Restriction Application for the Farley Bog Parcel, which includes the proposed Conservation Restriction ("CR") as Exhibit 1. This form of CR has now been approved by the Massachusetts Division of Conservation Services staff and legal counsel.

The proposed CR and CR Application are submitted to request acceptance by the Board of Selectmen of the CR and signature on the document.

The CR is to be fully executed and recorded prior to the Town's intended transfer of the land to the Falmouth Rod & Gun Club, Inc. Currently, the agreement with the Town has a transfer date scheduled for on or by December 20th. Therefore, I would appreciate if you would schedule this matter for review by the Board of Selectmen at its next available meeting.

Thank you for your assistance. Please call or email me if you have any questions or concerns, or require further information.

Sincerely,

A handwritten signature in cursive script that reads "Laura M. Moynihan".

Laura M. Moynihan

LMM/dem
Enclosures

CC: Patricia Harris, Esq., Asst. Town Counsel
Falmouth Rod & Gun Club, Inc.

A copy of the Conservation Restriction Application for the Farley Bog Parcel is available in the Town Manager's office (at Diane's desk) for viewing.

Diane Davidson

From: pharris <pharris@falmouthmass.us>
Sent: Thursday, November 15, 2018 2:42 PM
To: 'Julian Suso'
Cc: 'Frank K. Duffy JR'; 'Diane Davidson'
Subject: RE: H 4561 Chapter 170

Hi Julian:

The Farley Bog is property currently owned by the Town under care and control of the Con Com. As such it is deemed to be Article 97 property. Town meeting approved sale of the property to Falmouth Rod & Gun Club subject to grant of a C/R to the Town. A condition precedent to conveyance of the Article 97 land is approval by the General Court of the change in ownership. The Special Act authorizes the transfer. The closing on the property is scheduled for Dec. 20th. I have asked Diane to put execution of the C/R and the deed on the Board of Selectmen's Dec. 3rd agenda. Laura Moynihan represents FR&G Club. She will make a presentation to the Board.

Pat

Patricia A. Harris
Associate Town Counsel
157 Locust Street
Falmouth, MA 02540
Tele: (508)548-8800
Fax: (508) 540-0881

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From: Frank Duffy [<mailto:fduffy@falmouthmass.us>]
Sent: Thursday, November 15, 2018 10:46 AM
To: Patricia Harris <pharris@falmouthmass.us>
Cc: Julian Suso <jsuso@falmouthmass.us>
Subject: FW: H 4561 Chapter 170

Pat: This is your project. Please advise Julian.

Frank K. Duffy, Town Counsel
Town of Falmouth
157 Locust Street
Falmouth, MA 02540
(508) 548-8800 fax (508) 540-0881

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From: Julian Suso [<mailto:jsuso@falmouthmass.us>]
Sent: Thursday, November 15, 2018 8:07 AM
To: Frank Duffy
Subject: FW: H 4561 Chapter 170

Frank,
Any specific guidance on the next step regarding this? Thanks.
Julian

From: Michael Palmer <mpalmer@falmouthmass.us>
Sent: Wednesday, November 14, 2018 5:43 PM
To: 'Julian Suso' <jsuso@falmouthmass.us>; Peter Johnson-Staub <peter.jstaub@falmouthmass.us>; 'Frank Duffy' <fduffy@falmouthmass.us>; jpetit@falmouthmass.us
Subject: FW: H 4561 Chapter 170

See attached

Regards,

Michael

Michael Palmer, CMC/CMMC
Falmouth Town Clerk
mpalmer@falmouthmass.us
508-495-7353



From: Rasmussen, Tod (SEC) [<mailto:tod.rasmussen@state.ma.us>]
Sent: Wednesday, November 14, 2018 4:21 PM
To: mpalmer@falmouthmass.us
Subject: H 4561 Chapter 170

Good afternoon,

Attached is an Act passed by the legislature that references the Town of Falmouth.

Thanks,

-Tod

Tod Rasmussen
617-878-3811
Publications and Regulations Division

**FARLEY BOG & CHILDS RIVER
CONSERVATION RESTRICTION**



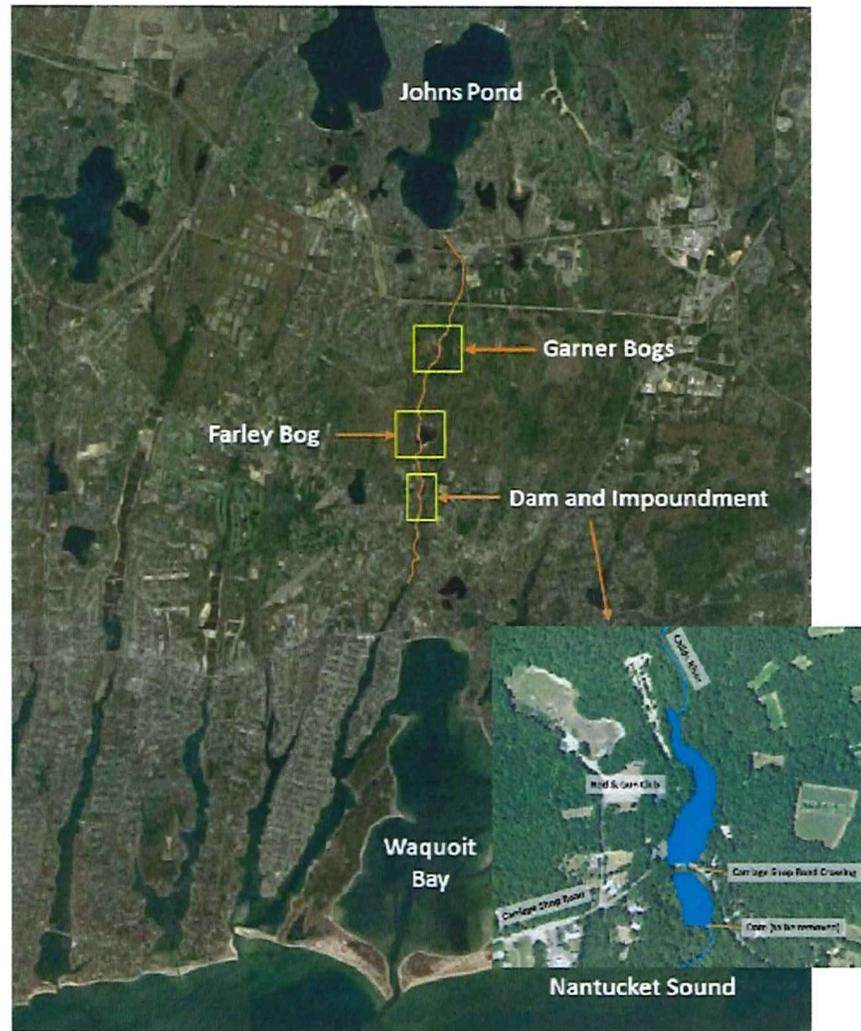
FALMOUTH ROD & GUN CLUB, INC.



1" = 2251 ft

- Police
 - Fire Station
 - Gas
 - Library
 - School
 - Shopping Buildings
 - Other
 - Suburbs
 - Parks
 - BEACHES
 - BOAT RAMP
 - COFTA Bus Stop
- COFTA Bus Routes
 - FALMOUTH
 - WOODS
 - Summer
 - Site Park
 - Water Features
 - POND
 - STREAM
 - WETLAND
 - Layers of Interest
 - Public Lands
 - COMMONWEALTH OF MA
 - TOWN OF FALMOUTH
 - COMMISSIONER'S OFFICE
 - UNITED STATES OF AM
 - STEAMSHIP AUTHORITY
- Ferry Routes
 - FALMOUTH-BEDFORD
 - FALMOUTH-OAK BLUFF
 - WOODS HOLE-OAK BLUFF
 - WOODS HOLE-WINEYARD

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 The Town of Falmouth makes no claim or admission of responsibility and no warranty, express or implied, concerning the reliability, accuracy or timeliness of the data used in this GIS product. The Town of Falmouth makes no claim or admission of responsibility for the accuracy of the GIS data under the control of the Town, including the highest quality of any one of such data. Printed data are graphic representations only.
 Falmouth's features defined from 2015 Aerials.
 Prepared by Falmouth GIS.



**RESTORATION
ABANDONED
CRANBERRY
BOGS**

13 + acres of bogs

**Wetland Habitat -
Waterfowl & Other
Birds, Wildlife**



**REHABILITATE
UPPER CHILDS
RIVER**

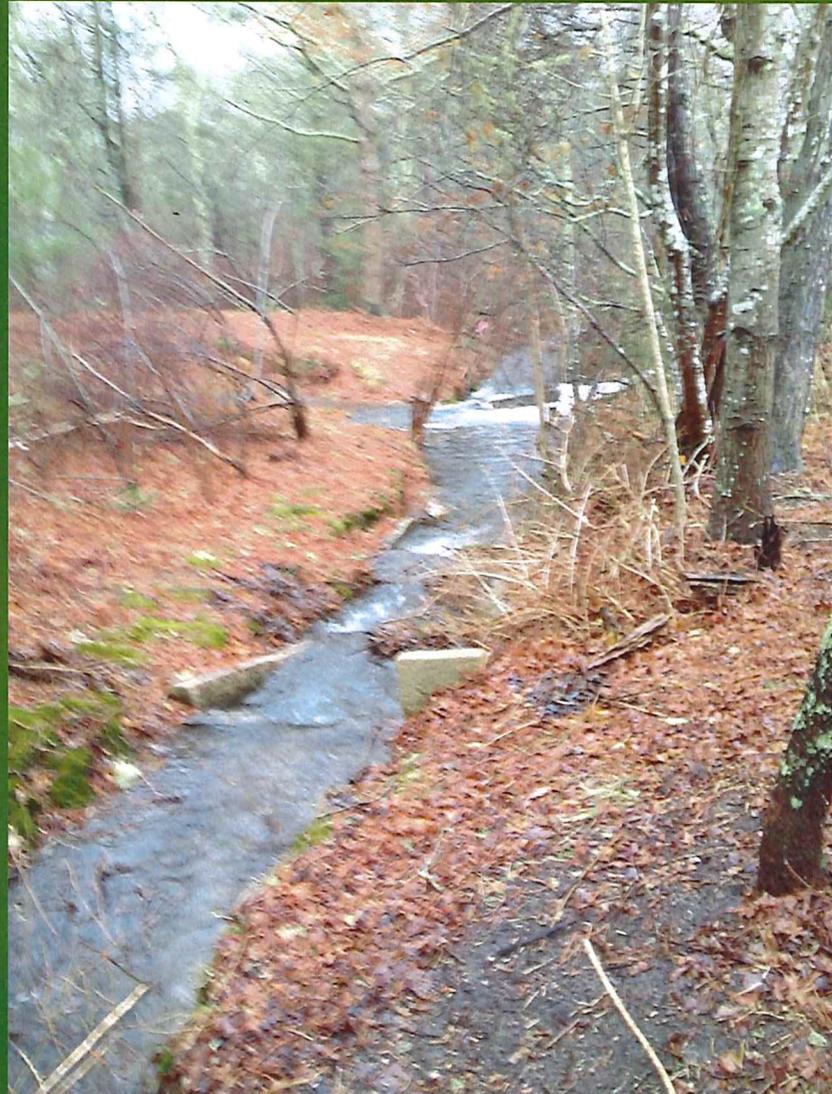
1.5 mile of river

**Creation of Cold
Water Fishery**



**REHABILITATE
UPPER CHILDS
RIVER**

**Foster Return of
Sea Run Brook
Trout, American
Eel, Other Native
Fish**



RESTORE & IMPROVE WETLANDS

**Natural water filtration
system to improve
water quality**

**Water Storage Areas
for flood control & sea
level rise**



KEY PROJECT COMPONENTS

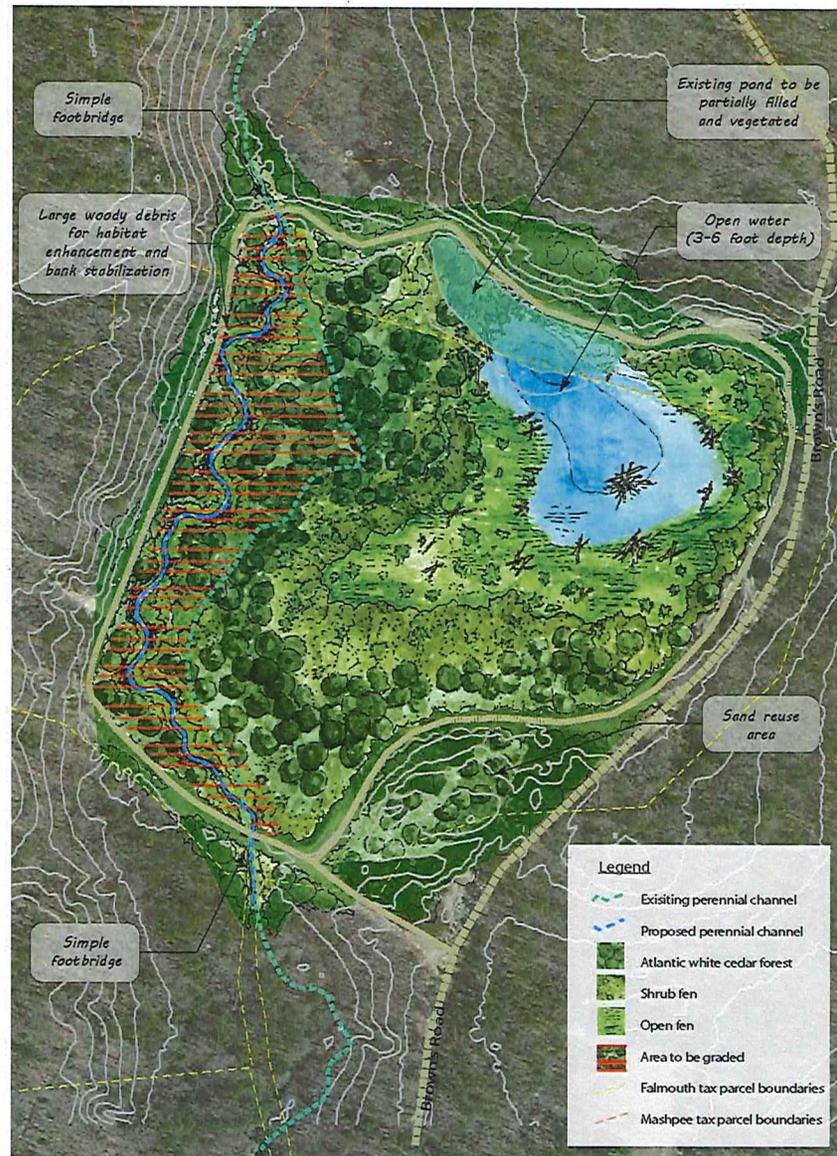
**Removal Dam &
Flow Control
Devices in River**

**Removal Sand
from Bogs & Plant
Native Vegetation**



**ESTIMATED
PROJECT COST:
\$2 MILLION**

**ESTIMATED
COMPLETION
DATE:
FALL 2020**



The Childs River



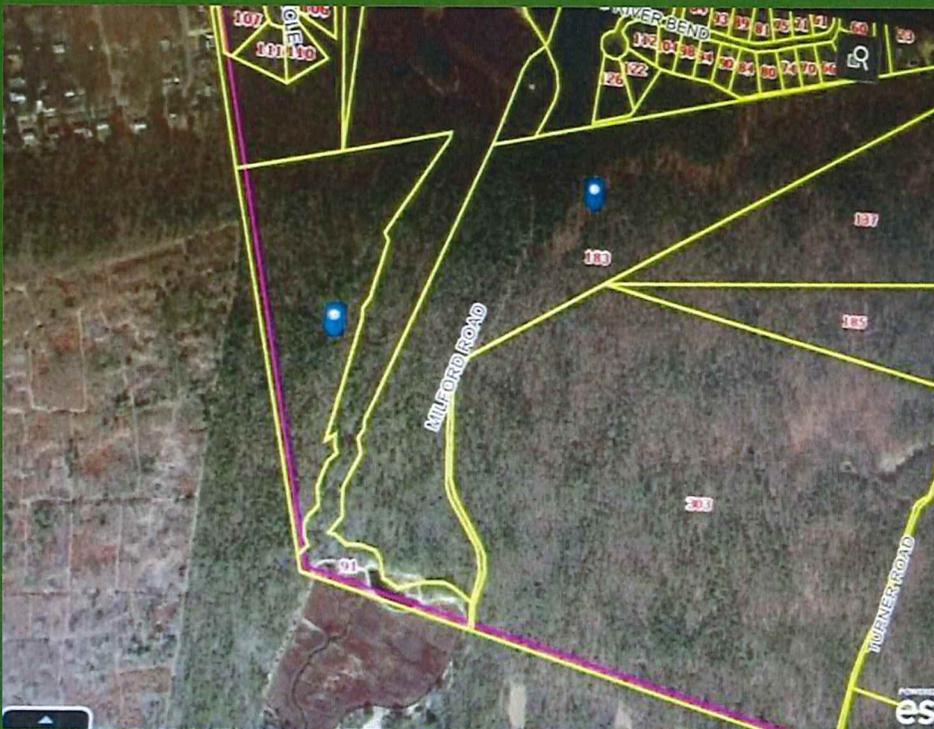
Farley Bogs
Structure Removal and Channel Restoration

Falmouth Road and Gun Club, July 2017

Project Status:

- Land Transfer - Article 97 & Town Meeting Approvals Received
- **MA Division Fisheries & Wildlife Review & Support**
- MA Division Ecological Restoration Review & Support
- **Engineering at 60% Design Phase**

EXISTING CONSERVATION LAND



- 64 acres off Milford Road , Mashpee
- Owned by FRGC

CONSERVATION RESTRICTION BENEFITS:

- Protection of Scenic & Natural Character of Town of Falmouth
- Flood Protection & Control
- Protection & Enhancement of Fisheries & Wildlife
- Protection of the Childs River Riparian Corridor
- Maintenance of Water Quality critical to Cold Water Fisheries
- Protection of Open Space
- Protection of Wildlife Habitat
- Recreational Opportunities for the Public

TIMETABLE

Conservation Restriction Approval Process

- **Conservation Commission**
- **Board of Selectmen**
- **MA Secretary of
Environmental Affairs**
- **Land Transfer from Town**
- **CR Recorded with Deed
from Town to FRGC**
- **Estimated Completion for CR:
12/31/18**

Diane Davidson

From: Frank Duffy <fduffy@falmouthmass.us>
Sent: Monday, November 26, 2018 8:53 AM
To: Julian Suso; Peter Johnson-Staub
Cc: Diane Davidson; Trisha Favulli; Kim Fish; Amy Lowell
Subject: Covenant - Bennett - 197 Grand Ave.

Julian: I am sending you a Restrictive Covenant for property at 197 Grand Ave. owned by Andrew and Denise Bennett. This relates to a sewer betterment. The property had been operated as a B&B. The original sewer betterment assessment reflected that use of the property. The Bennetts have shut down the B&B and now use the property as a single family residence. The Restrictive Covenant is an agreement that the property will not be used as a B&B in the future and may be assessed a sewer betterment as a single family residence. The Restrictive Covenant needs Board of Selectmen approval at the next meeting. It may be done as a Summary Action.

Please return the document to this office for recording in the Barnstable Registry of Deeds.

Frank K. Duffy, Town Counsel
Town of Falmouth
157 Locust Street
Falmouth, MA 02540
(508) 548-8800 fax (508) 540-0881

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RESTRICTIVE COVENANT

WHEREAS, the undersigned Andrew E. Bennett, Jr and Denise Bennett are the owners of the property at 197 Grand Ave., Falmouth, MA 02540 (the Premises), which property is located within the Little Pond Sewer Service Area of the town; and

WHEREAS, the Premises has been operated by the undersigned and previous owners as a bed and breakfast commercial accommodation as defined in the Falmouth zoning bylaw; and

WHEREAS, the town has extended the public sewer of the Little Pond Sewer Service area along Grand Ave. to serve the Premises and under the provision of C. 180, s. 6 of the Code of Falmouth, the undersigned are required to connect the Premises to the sewer upon order to do so and the Premises are now connected to the sewer; and

WHEREAS, as authorized by Town Meeting vote the Town of Falmouth has assessed a betterment on the Premises based upon its historical use as a commercial accommodation; and

WHEREAS, the undersigned have filed an application for an abatement of the betterment and requested that the Premises be assessed a betterment based upon its intended future use as a single family residence; and

WHEREAS, the Board of Selectmen of the Town of Falmouth on or about August 6, 2018 approved the abatement and assessment of the Premises as a single family residence upon the undersigned executing and recording in the Barnstable Registry of Deeds a restrictive covenant that the undersigned, and their successors and assigns, will cease operation of a commercial accommodation and abandon all rights to use the Premises as a commercial accommodation and hereafter in perpetuity use the Premises only as a single family residence; and

WHEREAS, the undersigned have accepted the terms of approval for the abatement.

NOW, THEREFORE, the undersigned covenant and agree with the Town of Falmouth as follows:

1. The undersigned and their successors and assigns will cease to use the Premises as a commercial accommodation and abandon all rights granted to them under the Falmouth zoning bylaw to use the Premises as a commercial accommodation or multi-family residence and will hereafter in perpetuity use the Premises only as a single family residence. The single family house shall not accept boarders or accommodate an accessory apartment which may be permitted under the Falmouth zoning bylaw or permit any other use of the Premises which will generate flows of wastewater over and above that normally associates with a single family residence.
2. The Town of Falmouth will assess a betterment using its approved method as a single family residence.
3. In the event the undersigned, or any successor and assign, violates the terms and conditions of this Restrictive Covenant and permits the use of the Premises for any use other than a single family residence, the Town of Falmouth may assess a revised betterment on the Premises using its approved method as in the category most appropriate to the changed use and the assessment will be retroactive to the date of the original assessment with retroactive principal and interest payments due immediately upon such assessment.

4. This Restrictive Covenant, upon its acceptance by the Board of Selectmen, shall be recorded in the Barnstable Registry of Deeds at the expense of the undersigned and be a permanent record in the title to the Premises. This Restrictive Covenant shall run with the land.
5. For title see Book 3349, Page 342.

Executed under seal this 26 day of Nov, 2018.

Town of Falmouth
By its Board of Selectmen

Susan L. Moran, Chairman

Megan English Braga, Vice Chairman

Doug Jones

Samuel H. Patterson

Douglas C. Brown



Andrew E. Bennett, Jr.



Denise Bennett

approved as to form:
Frank H. Dafoe, T.C.
Town Counsel
11-26-18

Commonwealth of Massachusetts
County of Barnstable

On November 26th 2018 before me, the undersigned notary public

personally appeared Andrew E. Bennett, Jr
name(s) of signer(s)

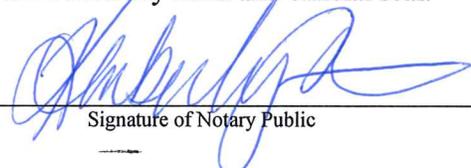
personally known to me

proved to me on the basis of satisfactory evidence of identification which was _____

drivers license
to be the person(s) whose name(s) is/are subscribed to the within instrument and who swore or affirmed to me that the contents of the document are truthful and accurate to the best of (his)(her) knowledge and belief.

WITNESS my hand and official seal.

Place Notary Seal Above


Signature of Notary Public

KIMBERLY FISH
NOTARY PUBLIC, COMM OF MASSACHUSETTS
MY COMMISSION EXPIRES MARCH 5, 2021

Commonwealth of Massachusetts

*At a Legal Meeting of the Inhabitants of the
Town of Falmouth*

in the County of Barnstable, qualified to vote for Civil Officers, holden on the Tuesday next after the first Monday in November, being the sixth day of said month, in the year two thousand and eighteen, for the purpose of giving in their votes for ASSEMBLY OF DELEGATES, for the County of Barnstable, all the ballots given in therefor were sorted, counted and recorded, and declaration thereof made, as by law is directed, and were for the following persons, namely:

<u>Name</u>	<u>Address</u>	<u># of Votes in Words</u>	<u># of Votes in Numbers</u>
<u>Susan Lynn Moran</u>	<u>Thirteen Thousand One Hundred Forty Three</u>		<u>13,143</u>
<u>74 Sanddollar Cr., Falmouth</u>			
<u>Write-Ins</u>	<u>Ninety Two</u>		<u>92</u>
<u>Blanks</u>	<u>Four Thousand Four Hundred Eleven</u>		<u>4411</u>
<u>TOTALS</u>	<u>Seventeen Thousand Six Hundred Forty Six</u>		<u>17646</u>

Board of Selectmen

Attest,  TOWN CLERK.
Date: _____

Commonwealth of Massachusetts

*At a Legal Meeting of the Inhabitants of the
Town of Falmouth*

in the County of Barnstable, qualified to vote for Civil Officers, holden on the Tuesday next after the first Monday in November, being the sixth day of said month, in the year two thousand and eighteen, for the purpose of giving in their votes for REGISTER OF DEEDS, for the County of Barnstable, all the ballots given in therefor were sorted, counted and recorded, and declaration thereof made, as by law is directed, and were for the following persons, namely:

<u>Name</u>	<u>Address</u>	<u># of Votes in Words</u>	<u># of Votes in Numbers</u>
John F Meade	Eleven Thousand Nine Hundred Twenty		11920
153 Elliot Rd., Barnstable			
Write-Ins	One Hundred Eighty One		181
Blanks	Five Thousand Five Hundred Forty Five		5545
TOTALS	Seventeen Thousand Six Hundred Forty Six		17646

Board of Selectmen

Attest, *Paul Palmer* TOWN CLERK.

Date: _____

Commonwealth of Massachusetts

At a Legal Meeting of the Inhabitants of the
Town of Falmouth

in the County of Barnstable, qualified to vote for Civil Officers, holden on the Tuesday next after the first Monday in November, being the sixth day of said month, in the year two thousand and eighteen, for the purpose of giving in their votes for COUNTY COMMISSIONER, for the County of Barnstable, all the ballots given in therefor were sorted, counted and recorded, and declaration thereof made, as by law is directed, and were for the following persons, namely:

Name	Address	# of Votes in Words	# of Votes in Numbers
Leo G Cakounes	Seven Thousand Four Hundred Three 1601 Factory Rd., Harwich		7403
Ronald Bergstrom	Eight Thousand Eight Hundred Sixty 1347 Old Queen Anne Rd., Chatham		8860
Write-Ins	Twelve		12
Blanks	One Thousand Three Hundred Seventy		1371
TOTALS	Seventeen Thousand Six Hundred Forty Six		17646

Board of Selectmen

Attest,  TOWN CLERK.

Date: _____

Public Hearing

7:30 p.m. Wetland Hearing – The 300 Committee

Note: There was an error in the public hearing notice; therefore, a new date has been selected (December 17, 2018 at 7:30 p.m.). This has been re-advertised and notices have been mailed to abutters.

Public Hearing

7:45 p.m. Application for Shellfish Aquaculture License – peter Chase and Francis Doohan
– Mooring #37 in Great Harbor, Woods Hole

Applicant has withdrawn without prejudice. Please see attached.

Diane Davidson

From: Pete Chase [REDACTED]
Sent: Monday, November 26, 2018 5:09 PM
To: smoran@falmouthmass.us
Cc: Diane Davidson
Subject: Dec 3rd Hearing

Hi Susan,

I'm writing to let you know that I would like to withdraw my application for a shellfish permit in Great Harbor Woods Hole without prejudice. Therefore, I will no longer need to be on the schedule for a hearing on December 3rd. I intend to re-submit my application at a later time but at this point I don't know exactly when that will happen. Thank you, please let me know if you have any questions.

Pete

memo

Department of Marine & Environmental Services

To: Susan Moran, Chairwoman Falmouth Board of Selectmen
CC: Julian Suso, Town Manager
Peter Johnson-Staub, Assistant Town Manager
From: Chuck Martinsen, Deputy Director of Marine & Environmental Services
Date: 11/29/2018
Re: Proposed Changes to Shellfish Regulations

Dear Madam Chairwoman and members of the Board of Selectmen,

Please find attached proposed changes to the Shellfish Regulations for the winter of 2018-2019. The proposed changes are being recommended due to a tremendous surplus of oysters in recreational shellfishing areas, which are vulnerable to winter ice damage. The proposed changes in the regulations will allow for the surplus of oysters to be harvested by first increasing recreational taking, and then by allowing commercial harvesting. Commercial harvesting would be allowed during specific dates and times to coincide with enforcement and tides. The proposed changes also promote the survival of newly seeded shellfish located in-shore, by having under-sized shellfish captured during harvest released to deeper water. The proposed changes were discussed with and are supported by the Shellfish Advisory Committee.

**TOWN OF FALMOUTH
SHELLFISH REGULATIONS**

Pursuant to MGL Chapter 130, Section 52, the following changes to the Shellfish Regulations are hereby adopted:

Change in Oyster Harvest Limits and Areas

WEST FALMOUTH HARBOR BB-54

Recreational Oyster Harvesting:

In addition to the normal weekend harvest, the West Falmouth Family Area shall be open to the recreational taking of oysters **Wednesdays** only from **December 5, 2018** until **January 2, 2019**. This regulation shall not apply to the taking of quahogs or scallops on Wednesdays. Recreational diggers may harvest **TWO** pecks of oysters per week from **December 5, 2018** until **January 2, 2019**. Recreational harvesters may only harvest 1 peck per day and no more than 2 pecks per week.

Commercial Oyster Harvesting:

The West Falmouth Family Area shall be open to the commercial taking of oysters on **Tuesdays, Thursdays, and Saturdays** from **January 3, 2019** until **January 22, 2019** during designated dates and time. This regulation shall not apply to the taking of quahogs or scallops.

The West Falmouth Family Area shall be only be open to the commercial taking of oysters from a set of orange spray-painted stakes shoreward. Any oyster seed captured shall be released seaward of the orange stakes to protect from winter ice damage. All skiffs used for fishing are prohibited from being landed on the shoreline in the harvest areas to protect stocked shellfish. Boats shall only be anchored in a designated marked locations, outside the fishing area. Maps will be provided by MES of opens locations, anchoring locations, dates, and times.

The dates and times of Commercial Harvesting in the recreational West Falmouth Family Area shall be as follows to coincide with enforcement and tides:

January 3, 2019: 12:00 PM – 3:00 PM
January 5, 2019: 1:00 PM – 4:00 PM
January 8, 2019: 1:30 PM – 4:30 PM
January 10, 2019: 1:30 PM – 4:30 PM

January 15, 2019: 7:00 AM – 10:00 AM
January 17, 2019: 9:00 AM – 12:00 PM
January 19, 2019: 10:30 AM – 1:30 PM
January 22, 2019: 1:00 PM – 4:00 PM

Per order of the Falmouth Board of Selectmen

Date: December 3, 2018

Susan L. Moran, Chairman

Megan English Braga, Vice Chairman

Doug Jones

Samuel H. Patterson

Douglas C. Brown

TOWN OF FALMOUTH SHELLFISH REGULATIONS

Pursuant to MGL Chapter 130, Section 52, the following changes to the Shellfish Regulations are hereby adopted:

Change in Oyster Harvest Areas

SOUTHERN BOURNES POND SC-13

Recreational Oyster Harvesting:

The waters of Southern Bourne's Pond (Family Area) shall be open to recreational harvesting of oysters from **December 8, 2018** until **January 6, 2019** on **Saturdays and Sundays** only. This regulation shall not apply to the taking of quahogs. This area will be marked with painted wooden stakes.

Commercial Oyster Harvesting:

The waters of Southern Bourne's Pond (Family Area) shall be open to commercial harvesting of oysters only from January 8, 2019 until January 22, 2019 on **Tuesdays, Thursdays and Saturdays**. There is a limited amount of oysters in this area.

Per order of the Falmouth Board of Selectmen

Date: December 3, 2018

Susan L. Moran, **Chairman**

Megan English Braga, **Vice Chairman**

Doug Jones

Samuel H. Patterson

Douglas C. Brown

Diane Davidson

From: Julian Suso <jsuso@falmouthmass.us>
Sent: Friday, November 02, 2018 3:33 PM
To: 'Jennifer McKay'; 'Peter Johnson Staub'
Cc: 'Diane Davidson'
Subject: RE: December 3rd BOS meeting - Presentation of Vulnerability Assessment

Hello Jen,

We will place on the tentative BOS agenda for December 3, subject to the final review/approval of BOS chair.
Julian

From: Jennifer McKay <jmckay@falmouthmass.us>
Sent: Friday, November 2, 2018 2:48 PM
To: 'Julian Suso' <jsuso@falmouthmass.us>; 'Peter Johnson Staub' <peter.jstaub@falmouthmass.us>
Cc: 'Diane Davidson' <ddavidson@falmouthmass.us>
Subject: December 3rd BOS meeting - Presentation of Vulnerability Assessment

Hi Julian,

Thank you for attending the Vulnerability Assessment working meeting yesterday. The Woods Hole Group would like to make a presentation on the study to the Board of Selectmen. Please let me know if WHG can be placed on the December 3, 2018 agenda.

Thank you,

Jen

Jennifer L. McKay
Conservation Administrator
Falmouth Conservation Commission

Diane Davidson

From: Alan Robinson [REDACTED]
Sent: Friday, November 30, 2018 9:17 AM
To: Peter Johnson Staub
Cc: Cheri Holdren; brenda olson; Doug Brown; Diane Davidson
Subject: 12/3/18 BOS Meeting - Business Item 3. Request for Sign Variance - Falmouth Water Stewards - County Road
Attachments: Revised image 18ET005-Falmouth Water Station V2 6 (1).pdf; N Fal maps with ownership.docx

Hello Peter

The Board of Selectmen at Monday's meeting, during the Business session, will be considering approval of: 3. Request for Sign Variance – Falmouth Water Stewards – Water Station – County Road

I will be attending the meeting representing the Water Stewards. Should the Selectmen have questions or wish to discuss our request, it may be useful to view on the screen the proposed water kiosk signage image and text as well as a location map. Both are attached below. We would appreciate it if you can have the two images attached below queued up for possible use. Thank you.

Please email or call me ([REDACTED]) should you have any questions.

Alan

for the Falmouth Water Stewards and REfill REuse Falmouth

HAVE A DRINK ON US!

Fill Your Bottles Here
And Be a Water Steward

The Falmouth Water Stewards
and the Town of Falmouth are grateful to
the Rowan Family for their generous donation
in Memory of Maryann E. Rowan.



Friend, Wife, Teacher, Mother

REfill REuse FALMOUTH

is a project of
the Falmouth Water
Stewards

Falmouth Water Stewards is a
non-profit organization whose mission
is to protect, preserve, and restore
Falmouth's bays, estuaries, ponds, and
streams through education, advocacy
and citizen science.

Find out more at
falmouthwaters.org



BE A WATER! STEWARD.

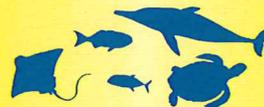


Use refillable water bottles.

Help reduce roadside litter
and plastics in the oceans.

THANK YOU.

DOGS DRINK HERE 



05A 04 007 002
05A 04 008 000
35
05A 04 009 000
05A 05 004 004
05A 05 005 000
05A 05 007 000
05A 05 008 000X
21
05A 06 009 002
05A 06 009B 001
05A 06 008B 000
05A 04 010 000
05A 04 011 000
05A 04 012 000
05A 04 013 000
05A 04 015 000
02 05 004 000
05 07 011 000

Identify / Pan
Search
Selection
Maps
Location
Draw
Share

5.1.0 (production)
AppGeo
50 ft
Leaflet

05A 04 011 000
FALMOUTH TOWN OF
0 COUNTY RD
1.00 Acres / 43484 SqFt

DEPOT RD
COUNTY RD
PINE ST
COUNTY RD
Route 131 & R...

The map displays a residential area with numerous property parcels. A central parcel is highlighted in red and has a tooltip that reads: "05A 04 011 000 FALMOUTH TOWN OF 0 COUNTY RD 1.00 Acres / 43484 SqFt". Other parcels are labeled with alphanumeric codes such as 05A 05 001 000, 05A 04 007 002, 05A 04 008 000, 05A 04 009 001, 05A 04 010 000, 05A 04 011 000, 05A 04 012 000, 05A 04 013 000, 05A 04 015 000, 05A 05 003 000, 05A 05 004 000, 05A 05 005 000, 05A 05 012A 000, 05A 05 006 000X, 05A 05 010 000, 05A 05 007 001, 05A 06 008 000, 05A 06 009 002, 05A 06 008 000, 05A 06 008A 000, 05A 06 007 001B, 05A 06 007 001, 05A 06 010 011, 05A 06 010 012, 05 07 010 001, 05 07 011 000, 05 08 001 000A, 05 08 002 001A, 05 08 004 000, 05 09 002 061, 05 09 002 063, 05 09 002 064, 05 09 002 065, 05 09 004 000A, 05 09 007 001, 05 10 005 001, 05 10 005 002, 05 10 005 003, 05 10 005 004, 05 10 005 005, 05 10 005 006, 05 10 005 007, 05 10 005 008, 05 10 005 009, 05 10 005 010, 05 10 005 011, 05 10 005 012, 05 10 005 013, 05 10 005 014, 05 10 005 015, 05 10 005 016, 05 10 005 017, 05 10 005 018, 05 10 005 019, 05 10 005 020, 05 10 005 021, 05 10 005 022, 05 10 005 023, 05 10 005 024, 05 10 005 025, 05 10 005 026, 05 10 005 027, 05 10 005 028, 05 10 005 029, 05 10 005 030, 05 10 005 031, 05 10 005 032, 05 10 005 033, 05 10 005 034, 05 10 005 035, 05 10 005 036, 05 10 005 037, 05 10 005 038, 05 10 005 039, 05 10 005 040, 05 10 005 041, 05 10 005 042, 05 10 005 043, 05 10 005 044, 05 10 005 045, 05 10 005 046, 05 10 005 047, 05 10 005 048, 05 10 005 049, 05 10 005 050, 05 10 005 051, 05 10 005 052, 05 10 005 053, 05 10 005 054, 05 10 005 055, 05 10 005 056, 05 10 005 057, 05 10 005 058, 05 10 005 059, 05 10 005 060, 05 10 005 061, 05 10 005 062, 05 10 005 063, 05 10 005 064, 05 10 005 065, 05 10 005 066, 05 10 005 067, 05 10 005 068, 05 10 005 069, 05 10 005 070, 05 10 005 071, 05 10 005 072, 05 10 005 073, 05 10 005 074, 05 10 005 075, 05 10 005 076, 05 10 005 077, 05 10 005 078, 05 10 005 079, 05 10 005 080, 05 10 005 081, 05 10 005 082, 05 10 005 083, 05 10 005 084, 05 10 005 085, 05 10 005 086, 05 10 005 087, 05 10 005 088, 05 10 005 089, 05 10 005 090, 05 10 005 091, 05 10 005 092, 05 10 005 093, 05 10 005 094, 05 10 005 095, 05 10 005 096, 05 10 005 097, 05 10 005 098, 05 10 005 099, 05 10 005 100. Street names include COUNTY RD, DEPOT RD, PINE ST, NORTH FALMOUTH HWY, and NATHAN'S ELLIS HWY. A tooltip for parcel 05A 04 011 000 provides details: "05A 04 011 000 FALMOUTH TOWN OF 0 COUNTY RD 1.00 Acres / 43484 SqFt".

Diane Davidson

From: Alan Robinson [REDACTED]
Sent: Tuesday, November 27, 2018 8:49 PM
To: Diane Davidson
Subject: Re: Town of Falmouth Sign Permit Application - Variance Request - Falmouth Water Stewards

Hi Diane. Will our application be on the BOS agenda.

Alan

On Fri, Nov 16, 2018, 5:48 PM Alan Robinson [REDACTED] wrote:

Hello Diane

Sorry to have missed you when I stopped by this afternoon with the paperwork for the Sign Permit for the water kiosk in North Falmouth for which the Falmouth Water Stewards is partnering with Falmouth Water Department. As I'm certain you are aware, Phyllis stamped it in.

I had stopped first to talk with Ollie. She related that a waiver would be appropriate.

We hope to follow the same process as with the first two water kiosks. This will include the Town taking ownership of the kiosk after it has been purchased by the Falmouth Water Stewards. Please note that the funds to purchase this water kiosk was through a gift from the family of the late Maryann Rowan in her memory.

My understanding is that the next step will be to place this on the BOS agenda. We look forward to meeting with the BOS at their December 3rd meeting if possible. (We hope to purchase the unit before 1/1/19, as the unit's price may rise on that date.)

Please contact me with any questions or if additional information is required.

Thank you.

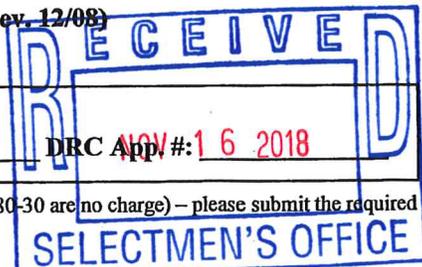
Alan

for the Falmouth Water Stewards and REfill REuse Falmouth

Varnum

Town of Falmouth Sign Permit Application (rev. 12/08)

(508) 495-7470 Fax (508) 548-4290



For office use only:

BD Permit#: _____ Fee*: _____ HDC App. #: _____

DRC App. #: 16 2018

*The Sign Permit Fee is \$25.00 per sign, payable to the Town of Falmouth (special event and promotional signs under §180-30 are no charge) – please submit the required fee to the Building Department along with the completed sign permit application.

DATE: 11/16/18
STREET ADDRESS FOR PROPOSED SIGN(S): O County Road - Town-owned parcel N of County RD. + W of Sh. Sea
APPLICANT NAME: Falmouth Water Stewards - Attn: Alan Robinson PHONE: [REDACTED] A. Kenny
MAILING ADDRESS: P.O. Box 156 TOWN/STATE/ZIP: Falmouth, MA 02540
BUSINESS NAME: Falmouth Water Stewards
BUSINESS OWNER: N.A. is a 501(c)3 nonprofit ADDRESS/PHONE: VA
PROPERTY OWNER: Town of Falmouth ADDRESS/PHONE: attn: Steve Rafferty, Water Superintendent [REDACTED]
CONTRACTOR / SIGN COMPANY: Town of Falmouth DPW
ASSESSOR'S PARCEL ID: 05A04 011 000 ZONING DISTRICT: Single Residence B

IS THE PROPOSED SIGN LOCATED WITHIN A LOCAL HISTORIC DISTRICT? Y (N)
If YES, the applicant must first submit this application to the Historic District Commission (HDC) for their approval. See attached 'Town of Falmouth Sign Permit Process and Required Submittals' for a detailed description of the HDC requirements.

FREESTANDING SIGN(s) § 184-25; Projecting sign(s) § 184-35
List number and sizes of each sign that presently exist for each street frontage: None
Area of proposed standing sign is: 1.07 x 5.11 = 5.2 square feet.
Do the frames, borders, etc. exceed 8 square feet in area? Y (N)
The proposed standing sign will be set back from County Road street line ~20' feet.

WALL SIGN(s) § 184-37; Awning(s) § 184-22
List number and sizes of each wall and roof sign that presently exist on building: _____
Size of proposed wall sign is: _____ x _____ = _____ square feet.
The lineal frontage of the wall supporting the sign is: _____ lineal feet.
The proposed sign will face _____ street/parking lot

ROOF SIGN(s) § 184-37
List number and sizes of each wall and roof sign that presently exist on building: _____
Size of proposed roof sign is: _____ x _____ = _____ square feet.
The wall that the sign will be above is: _____ lineal feet.

PROMOTIONAL/SPECIAL EVENT SIGN(s) § 184-30
Size of proposed sign is: _____ x _____ = _____ square feet.
Start date: _____; End date: _____ Total number of days that the sign will be displayed: _____

If the sign is eight (8) square feet or greater, this application must be submitted the Design Review Committee (DRC) for approval. See attached 'Town of Falmouth Sign Permit Process and Required Submittals' for a description of the DRC requirements.

OFF-PREMISES SIGN(s) § 184-32; VARIANCE § 184-20
The Board of Selectmen must approve all off-premise signs.
Proposed location: _____ Size: _____ square feet.
Board of Selectmen License No.: _____ (Note: A copy must be attached)

INSTRUCTIONS TO APPLICANT: (1) Attach a separate sheet with a site plan showing the location of the proposed sign on the lot as well as a sketch of the proposed sign with dimensions and the approximate appearance. **(2)** All signs in local Historic Districts must receive approval from the Historic District Commission (HDC) before the sign permit application is filed with the building department. **(3)** All applications for signs at a size of eight (8) square feet or greater that are located outside of local historic districts must be submitted to the Design Review Committee (DRC) for approval.

Signature of Applicant: [Signature] Date: 11/16/18

Historic District Commission _____ Date _____ or Design Review Committee _____ Date _____

With the following conditions: _____

Building Commissioner/Inspector _____ Date _____
With the following conditions: _____

Identify / Pan

Search

Selection

Maps

Location

Draw

Share

Proposed Water Station Location

05A 04 007 000

05A 04 008 000

05A 04 009 000

05A 04 010 000

05A 04 011 000

05A 04 012 000

05A 04 013 000

05A 04 014 000

05A 04 015 000

05A 05 004 000

05A 05 005 000

05A 05 006 000

05A 05 007 000

05A 05 008 000

05A 06 009 000

05A 06 009B 001

05A 06 008B 000

05 07 011 000

05 05 004 000

05 04 011 000

05 04 010 000

05 04 013 000

05 04 015 000

05 04 011 000

FALMOUTH TOWN OF

1.00 Acres / 43484 SqFt

DEPOT RD

COUNTY RD

PINE ST

COUNTY RD

Route 151 (S. Rte 151)

Leaflet

50 ft

3.1.0 (production)

Get Link Help

Details

ParcelId 05A 04 009 000

Parcel Account 2203

Owner KEIGWIN JR LLOYD D

CoOwner

Address 35 COUNTY RD

Area 2.28 Acres / 99157 SqFt

Zoning RB

Land Use Code 109

Land Use MULT HS

Description

Year Built 1390

Effective Year 1975

Home Type Conventional

Finished Area 2241 SQ

Bedrooms 4

Full Baths 2

Half Baths 0

Fireplaces 0

Type of Heat Steam

Heated by Oil

Attached Garage 0.00

Basement 0

Garage

Detached 392

Garage

Book # Page 25723-295

Legal Ref. Date 10/3/2011 12:00:00 AM

Type here to search

8:15 PM 11/15/2018



APRIL 2019 ANNUAL TOWN MEETING

Selectmen Announce Annual Town Meeting.....Monday, December 3, 2018

Close Warrant..... Friday, January 18, 2019

Selectmen Vote Articles & Execute WarrantMonday, January 28, 2019

Publish Articles OnlyFriday, February 1, 2019

Presentation on Petition Articles..... Monday, February 11, 2019

Selectmen Vote Recommendations Monday, February 25, 2019

Publish Warrant with Recommendations and Mail Warrant Booklets..... Friday, March 22, 2019

Town Meeting Monday, April 8, 2019

TOWN OF FALMOUTH
BOARD OF SELECTMEN
Meeting Minutes
Open Session
MONDAY, SEPTEMBER 17, 2018
HERMANN MEETING ROOM
FALMOUTH PUBLIC LIBRARY
300 MAIN STREET

JOINT MEETING
BOARD OF SELECTMEN – CONSERVATION COMMISSION – WATER QUALITY MANAGEMENT
COMMITTEE – COASTAL RESILIENCY ACTION COMMITTEE

Board of Selectmen Present: Susan Moran, Chair; Megan English Braga, Vice Chair; Doug Jones; Sam Patterson; Doug Brown.

Staff Present: Julian Suso, Town Manager; Peter Johnson-Staub, Assistant Town Manager; Jennifer McKay, Conservation Administrator; Ray Jack, DPW Director; Peter McConarty, DPW Deputy Director; Jim McLoughlin, Town Engineer; Gregg Fraser, Marine and Environmental Services; Bruce Mogardo, Superintendent of Beaches.

Conservation Commission Present: Mary Schumacher, Chair; Courtney Bird; Elizabeth Gladfelter; Jamie Mathews; Maureen Harlow-Hawkes; Stephen Patton; Kevin O'Brien; Mark Gurnee; Peter Walsh.
Absent: Kristin Alexander.

Water Quality Management Committee Present: Eric Turkington, Chair; Ronald Zweig; Stephen Leighton; Virginia Valiela.
Absent: John Waterbury; Matthew Charette; Thomas Duncan.

Coastal Resiliency Action Committee Present: Charles McCaffrey, Chair; Melissa Freitag; Edward Schmitt.
Absent: Andrew Ashton; Jamie Mathews; Paul Dreyer

1. Chair Moran called the open session to order at 7 pm. Conservation Commission, Water Quality Management, and Coastal Resiliency Action Committee Chairs called their meetings to order at 7 pm.
2. Brief Overview of Conservation Jurisdiction, Permitting, and Enforcement

Conservation Commission Chair Schumacher provided information on jurisdiction, charge, and permitting procedures via Power Point Presentation. Purpose is to contribute to protection of resource values, those were presented on power point. Jurisdiction was defined, including specific types of areas, such as wetlands, and reviewed the areas via PowerPoint. Other areas measured by FEMA and local surveys that change over time such as land subject to tidal action, coastal flow, flooding, land within 100 feet of all listed on the PowerPoint. Regulations they work with specify what activities are not permitted and provided description. Reviewed the applications and permits subject to their review and approval. If a negative determination, it means the applicant does not need to take this any further and applicant will get Notice of Conditions based on what they presented. Enforcement issues were reviewed; categories include Cease and Desist Order, Enforcement Order, and criminal complaint.

3. Conservation Regulations Related to Coastal Resiliency

Chair Schumacher made a power point presentation. There is discussion between the Conservation Commission staff and county staff regarding proposed changes to standards in the near future. Topics include general performance standards for activities in land subject to coastal storm flow, consideration of sea level rise in construction projects, and designation of a special Falmouth velocity zone. These topics were described and reviewed via the power point presentation.

Charlie McCaffrey, Chair Coastal Resiliency Action Committee (CRAC), noted they would consider regulatory changes. The coastal resources working group made recommendations for regulatory changes and they will be a good starting point to talk with the Conservation Commission about what changes to these standards make sense, particularly regarding the 25 foot velocity zone. The Woods Hole Group is undertaking a vulnerability assessment which will give more accurate assessment of impacts our entire coast can expect to happen from storms, sea level rise, and other change. Looking at adding 1-2 feet to address sea level rise, but projections are higher than that would protect.

Mr. Brown commented that it seems reactionary based on controlling projects and asked what the role the Conservation Commission could take to proactively look at roadways with drainage issues such as Teaticket Path.

Ms. Schumacher was not sure if the charter allows the Conservation Commission to do things proactively, but maybe a directive from the BOS to work with other committees to look at projects could be an option. Larger projects are subject to review and subject to the State storm water regulations too, the Conservation Commission implements those on behalf of the State. Certain projects are going on that have not come before the Conservation Commission could be addressed.

Jennifer McKay stated the Conservation Commission is a regulatory board. If the public or committee members see issues around Town, staff could bring concerns to the Town Engineering Department. To take charge to address drainage, would involve another department such as DPW.

Mr. Suso suggested that if something comes to Jen McKay's attention she will contact Public Works or the Town Manager's Office and will be pursued as a matter of routine.

Ms. English Braga noted that this is a role for the community in Town to raise issues they observe and bring to the attention of Town staff and/or the BOS.

Charlie McCaffrey noted that being more proactive at a higher level is role of the Planning Board in long term planning so the development and resources are inherently resilient.

Melissa Freitag noted strategic planning takes coastal resiliency into the plan and have it added to the Planning Board.

Water Quality Management Committee member Ron Zweig noted sea level rise result of climate change and coastal storms coming up and are not expected to increase in frequency, but intensity is expected to increase. Falmouth Climate Protection Action Plan approved 9/12/05 as goal of the Town's net energy use to be reduced by 2020. That is a plan that the Town committed to and a way to offset the energy aspects through energy conservation and renewable energy production. Need to make sure to push ahead with reducing energy use and increasing renewable energy production.

Mr. Patterson brought up the capital plan and he felt some monies allocated were nominal at best, need estimates, and may need to raise revenues to put into projects to make use more resilient. Need to prioritize where we should invest for more resiliency.

Melisa Freitag ICLEI and ISD announced that over 30 communities in the world announced they would have zero net energy construction by 2030 and NYC signed that agreement. If NYC can do that, it is something Falmouth can aspire to.

Ron Zweig noted new plant and sewer expansion is huge energy consumer, these need to be considered.

4. Discussion on Perch Pond Dredging

Peter McConarty made a PowerPoint presentation and reviewed the area of Perch Pond and Teaticket Path. The DPW has been working on this project and it requires drainage and they are looking to put a series of infiltration catch basins to catch runoff. There is a private dirt road, the dirt from which washes down

Teaticket Path and into the pond every rainstorm. They are working on detention basin in that area. Consultant working on the survey project, design work is being done in house. It will go to the Conservation Commission shortly. The project started in 2012 and went through state funded roadway funds for the design, after which additional funds were sought. The funding is now through the roadway improvement funds, not through Town Meeting, and if more funds are needed they can go through the Highway Department.

Mr. Suso said they are looking at water quality and related matters to Perch Pond, dredging inquiries have been received by the Conservation Commission. The Conservation Commission denied the more recent request from landowners for permit to dredge and the appeal was denied at the state level. Many years prior there may have been some dredging activities, Mr. Suso does not have information about that.

Ms. McKay said there was a permit for dredging activities in 1999, it has since expired. A 2007 application was withdrawn. MA based on impacts to shellfish resource areas upheld the Conservation Commission denied latest request and the denial. Shellfish cannot recover within 1 year of the dredging and that was one of the points. Most recent application was for navigation and water quality, impact of shellfisheries was problematic.

Ms. Schumacher noted the application was submitted for navigation, it was incomplete, needed a shellfish survey and the one was performed by Chuck, Marine and Environmental Services, was not a full-blown shellfish survey that was required. Perch Pond Association, the applicant, revised their application and came back with more of a water quality based argument. The data submitted was not clear cut and up to date information and it came down to weighing the likely benefits of dredging for water quality versus what would happen to the shellfish resource and habitat. The concerns of shellfish outweighed the benefit from dredging.

Comment was made that is difficult to have a decision model because ponds are so different and site specific. Perch Pond is heavily developed around the pond, heavily impacted from nitrogen coming into the pond and needs to be part of the planning for the Great Pond watershed, which will need to be skewed for water quality. Need flushing of this pond, there has been a gradual narrowing of the area, it is an important factor to consider. The erosion there creates a steady supply of sand that helps narrow it.

Ms. English Braga suggested looking at each watershed and having a comprehensive plan for that watershed.

Mr. Brown noted that dredging used to happen frequently, he hopes to come up with a solution. The water quality is not good, there are no fish left, and we should be looking at it.

Mr. Johnson-Staub said that it is the Water Quality Management Committee working with the Town in the planning process, the committee notes this areas is the next area of prioritization. Fertilizing regulations exist and any nitrogen on the lawns in the area contributes to the nitrogen in the pond.

Ms. Harlow Hawkes cited the steps taken at the West Falmouth and North Falmouth harbors, the people have to take it upon themselves to be proactive, put in IA systems, and slight reduction should be sought. Stop irrigating and fertilizing because those little pieces that make a difference.

Eric Turkington noted that those in the Great Pond watershed and Perch Pond, the next bonding window to do a major project in the Town without raising the tax rate is 2025 and decisions made by Town Meeting and the community are made in the 2022-23 time frame. It is not recommended to put in an IA in the area because it does not make sense. On 12/20/19 they will be filing report with the state with a large conceptual plan for the Great Pond watershed.

Matt I/n/u, 95 Teaticket Path, said that Perch Pond runoff was not just the immediate area, it extends to Joint Base Cape Cod; another noted that Great Pond does, not Perch Pond. Perch Pond went from 133 ft wide in 1994 to 62 ft wide in 2005. It is a kettle pond, some parts are 17 ft deep, and at the lowest moon

tides there are inches of water going into Perch Pond. Kelp gets caught in the pond, deteriorates in the bottom of the pond that he believes led to the 2 algae blooms that occurred this year.

Marc Finneran, Precinct 6, was approached by some on Teaticket Path, he looked into it with Brian House. Improving the water quality of the pond resulting in a negative effect on the shellfish makes no sense to him. They paid for their own dredging and going to put the soils on the banks that were eroding. The sewerage is supposed to be part of adaptive management, with a number of projects they can reduce the amount of sewerage and he feels they are being held captive.

Mike Powers, Teaticket Path, been 3 decades since storm water effect on the pond were identified. Increasing flushing for Bourne Pond was a solution, ironic that what works there does not work for Perch Pond. The dredging for the inlet created an incubator, allowed growth of soft shell clams, now that they are there you can't fix it. Seems that clams are more important than others. Town approved construction of 18 docks, denying dredging is counter to that approval process.

5. Discussion on Great Bay Road Erosion

Mr. Suso noted Mr. McConarty and slide on that area.

Mr. McConarty reviewed the slide, provided history of this property which was donated to the Town in the 1950's. In 2013 there were multiple occasions to see erosion in the areas; 2013 DPW received approval to close four streets of roadways. In 2014 DPW received approval to close another road, totaling about 1500 feet of roadway. At this time there is a plan to close several more streets. There are several homes on Great Bay Street, so not all sections can be closed. The design consultant looked at 5 sections of erosion from the coastal bank, soft solutions and some areas had small armament the cost was projected to be about \$800-1,000 per foot in 2012/13. He has been out there many times reviewing the roadway with the Conservation Commission, the soft solution is preferred way to go. Private owners have some done areas. The DPW willing to move forward with more road closures without blocking residents who live on Great Bay Street. The project area is adjacent to the area of concern.

The vulnerability assessment is due in about a year, they can be asked to focus research on certain spots, including Great Bay. Charles McCaffrey expects much information from the Woods Hole Group Study and that would be important.

Mr. Suso said this is one of several key areas the Town is looking for thoughts/recommendations from the Coastal Resiliency Action Committee (CRAC). The concern is dead-ending thoroughfares which may cause emergency vehicles to have to back up, they would like to avoid that where possible. Some of the work underway currently needs to be delivered to the CRAC before they make recommendation.

Ms. English Braga noted given the public safety concerns, may be interim things that need to happen. There is what we will do to adapt to climate change and resiliency, then other interventions needed. We are at the point where something needs to come to the BOS with suggestions after receiving input available at this time.

Mr. Patterson commented that we should be looking at coastal erosion or sediment, need to look at specific areas.

Mr. Brown noted the urgency of the CRAC charge and the need for the BOS to make decisions.

Melissa noted BOS has capacity to take emergency measures that can be addressed.

Mr. Brown asked what action Mr. McConarty would recommend taking. Mr. McConarty recommended looking at the slope and seeing the options available. The work they looked at was back in 2013. Erosion has occurred on that roadway, the bank varies in heights, and there is erosion in certain areas at the end of the side streets.

Virginia Valiela said the erosion of headlands is caused by wave actions of storms, putting in oyster reefs to slow the wave action is not the same soft solution, but another strategy to break up the energy that causes the erosion.

Public Comment:

Grant Walker, 71 Philadelphia Street, on 10/7/13 Mr. McConarty presented a report to the BOS identifying points along Great Bay Street that needed help and may be closed. Subsequent to the report, the BOS unanimously approved to proceed with action on that and eventually parts of Great Bay Street were closed. The soft solutions have not been done.

Katherine Wilson, Great Bay Street, asked for road closure, she has noticed other things contributing to erosion of the bank, including drainage pipe. A lot of traffic on remaining portions of the road, often people parking on the banks during the off-season. Long term planning and short term mitigations that can be put in place. They asked DPW and got approval from FPD and FFD she urged the BOS to move forward on road closure plans and not hold this up to get something done there.

Unknown person said he represented families with properties from Pocasset Street to Boston, there was an area closed for many years and stabilized with hardscape. Mitigation done by community members was described, for 40 years an area was mitigated. He suggested going down with rock will be crucial fix.

Bob Dolan, Mayflower Street, disagreed with closure of a street. Opposite side of Maravista, all streets are dead end and emergency vehicles back up. He sees no reason why streets cannot be completely closed. The road has become a walking path and there is a safety issue with vehicles using sections of streets.

Frank Lockwearer (phonetically) said there is a safety issue between Providence Street and Palm Street, so much erosion, one can fall off the cliff. There is no fence, no warning, and is a tragedy waiting to happen. Providence and Hiawatha St. stairways were damaged by ice last winter. This is a danger to the community.

Chair Moran invited the community to send additional comments via email to the BOS.

6. Discussion on Menauhant Road/Beach Stabilization Project

Mr. McConarty reviewed map of the area and provided history of the Old Menhaunt Road. There are remnants of the old road, cement foundation, and projectiles sticking up from the foundation. Town Meeting approved a project to replace the bridge, looking at 90 foot span to increase the ebb and flow of the pond. To do this, design plans are about complete. The coastal consultant was asked to do study and report of this area to see what will occur in the future. Bridge lifespan about 50-60 year lifespan, if roadway will not be there in 50 years, not looking to put the bridge up. Consultant did a study, made a presentation to the BOS last Monday night. The bridge is ready to go, just looking at the roadway. Next step is to discuss what to do with the roadway, then move forward with doing the bridge and road at the same time.

Mr. Patterson said the consultant suggested hard groins to capture sediment motion that will go to the Conservation Commission. How to get consensus about how to move forward.

Mr. McConarty noted when presented, it is mixture of some groins, remove those and plan was to build 2 additional groins and do nourishment on the beach.

Mr. McCaffrey read the report, discussed it, and recognized the road and ongoing erosion. There are a lot of other things happening in this area also need to look at what will be done in these other areas. Sea Level rise and coastal storms are not addressed. Need to begin assessing what else needs to be done in this area.

Ms. Freitag noted that in 2003 and 2010, the Coastal Resources Working group provided studies of Buzzards Bay and the Southcoast, they are developing suggestions and advice that is adaptive and has some piecemeal steps. This will be discussed at their next meeting.

Public Comment:

Barbara Schneider, Precinct 4, has been using Menhant beach for years, she hopes what has happened to the beach will be addressed as soon as possible. In 2007 the Town opportunity to purchased the West part of the beach, with the promise that this would be accessible to the public and not something the Town bought to remain a private beach for individuals living in the area. The vision was to have 2 handicap parking spaces and a place for drop off because it is not easy to get to from the parking lot to the beach. In the last 2 years, the old bridge exposure under has become so drastic, one cannot walk onto the beach because it is a 2 ft drop, dangerous, and fenced in. No one has maintained the path off Foster Road to get in there. She hopes this is taken into consideration quickly.

Mike last name unknown, suggested being more proactive and involved with other towns in the area and go to the state with political members. There may be problems with groins due to regulations. Need to see off shore mining, this will be something needed to be done for beach nourishment. There needs to be a change in thinking in state and federal regulatory boards.

Chair Moran noted that there will be an update at Monday's meeting.

7. Other Topics

Mr. Jones noted plans for new projects, either make regulations that new construction needs to have it or a financial incentive from denitrification system.

Ms. English Braga commented that the next step in sewerage is the need to look at the window of opportunity and make sure when looking at all the issues, start to prioritize with public outreach to see what is possible, what will happen in the time period, so we can say to people not to invest in something.

Mr. Jones noted need to be open to small treatment plants and denitrification may be better than sewerage.

Virginia Valiela said that the next Water Quality Management Meeting is this Thursday and the master schedule to begin laying out what needs to be done in what year is on the agenda. There is a study being done that shows sewers are competitive with IA septic systems.

Mr. Patterson hopes the CRAC will remember trunk river sewer pipe going through Oyster Pond, combine that with sewerage Oyster Pond and that could help solve problems in that area.

Ms. Harlow-Hawkes noted there is only so much capacity for sewerage in Falmouth.

8. Adjourn

Mr. Jones motion to adjourn the BOS meeting. Second Mr. Patterson. Vote: Yes-5. No-0.

Other boards unanimously voted to adjourn.

Respectfully Submitted,

Jennifer Chaves
Recording Secretary

REPORT

TO: Board of Selectmen

FROM: Julian M. Suso



DATE: November 30, 2018

- I am pleased to request that Selectmen consider affirming the appointment of Ms. Noreen Stockman as Zoning Administrator. I will also be asking the Board to waive the residency requirement for this position. I attach a copy of Ms. Stockman's resume and cover letter for your further information.
- Selectmen will consider the approval and execution of the proposed conservation restriction and deed transfer for the Farley Bog property to the Falmouth Rod & Gun Club. As you know, this is the culmination of a challenging, multi-year process to this exciting, win-win conclusion! Congratulations to Gary Anderson and his colleagues at Rod & Gun for their tireless efforts to bring this to fruition!
- As recommended by Town Counsel, Selectmen are asked to designate the members of the Shellfish Advisory Committee as Special Municipal Employees to facilitate compliance with the State Conflict of Interest Statute.
- You will be convening two public hearings. The first involves a 300 Committee project and the second a requested Shellfish Aquaculture license.
- Chuck Martinsen will be presenting his periodic report including proposed changes in the Town shellfish regulations.
- The Woods Hole Group will be presenting the results of their long-anticipated Vulnerability Assessment for the Town. This has been ongoing in collaboration with the Coastal Resiliency Action Committee and Town professional staff in multiple departments.

- IT Director Greg Banwarth will be presenting a status report and update on the Town's anticipated change in the Town's email address from "falmouthmass.us" to "falmouthma.gov" As we have discussed in the recent past, this transition is mission critical to the mandatory, cutting-edge upgrade of the Town's email system to better serve the expanding strategic communication interests of all residents and businesses.
- Peter Johnson-Staub will be providing a brief status update on the important, basic protocols in place for responses to communications received on behalf of the Board of Selectmen.
- With your Board packet, we are providing a suggested schedule for the anticipated April 2019 Town Meeting process for Selectmen review/approval. Yes, on the heels of November Town Meeting, it is already time to finalize scheduling preparation for the April version of our important legislative process.
- Review/approval of the 2018 Annual License Renewals is on the docket, as per usual this time of year.
- It is my pleasure to confirm that the "supplemental" entrance for westbound traffic on Main Street to the Community Center Complex will be formally opened Monday to better accommodate incoming traffic to this expanding service complex. Consistent with the approved design (westbound traffic, entrance only), signage has been installed to manage traffic; eastbound access to this complex continues to be at the existing entrance across from Scranton Avenue, adjacent to the Marks Building. My thanks and appreciation to our colleagues in Public Works for the excellent work done in implementing this important access improvement!
- You will note that over this past week Public Works has completed the annual installation of Christmas, Hanukkah and other related Holiday decorations on the Falmouth Town Common. As you know, this annual display is a much-cherished tradition in Falmouth! My compliments to Public Works!

Town of Falmouth
Human Resources
59 Town Hall Square
Falmouth Town Hall
Falmouth, MA 02540

September 10, 2018

Attached please find my resume, in response to your job posting for a Zoning Administrator for the Town of Falmouth. My seventeen years of experience working with municipal Zoning Boards of Appeals would be an excellent match with your specific needs.

I have broad experience and expertise in the following:

- Comprehensive Permits cases (40B petitions for affordable housing), including eighteen petitions (including LIP), ranging in size from one unit to 350.
- Cellular cases, involving co-locations, new poles and stealth installations.
- Cases involving special permits and variances for both residential and commercial uses, producing decisions with detailed case facts and findings, supporting the threshold for legal decisions, including specific conditions for approvals.
- M.G.L. Ch. 40A, Section 6 cases (the "Dover Amendment"), for both educational and religious uses.

My goal is to provide excellent, courteous customer service to the public. I share information and initiate collaboration with colleagues and Boards (typically Planning, Conservation, Board of Health and Building) to convey and review pertinent case information, to best serve the Town.

Negotiation can be critical to a project's success, and I have the depth and ability to work with interested parties and applicants to suggest conditions, in order to reach a reasonable resolution. I am highly attentive to detail, am well versed in plan reading and review, and will request additional survey, or other information, as may be necessary, for proper documentation and review of a proposal.

Within the Town, I contribute suggestions for improvements, including By-Law updates, and the GIS system.

I regularly participate in legal and professional development opportunities, including programs offered by the State Department of Housing and Community Development, the Massachusetts Housing Partnership, Massachusetts Continuing Legal Education legal seminars, Citizen's Housing and Planning Association, and leadership programs.

Sincerely,

Noreen H. Stockman

Noreen H. Stockman
33 Esty Street
Ashland, MA 01721

Town of Weston, 11 Townhouse Road, Weston, MA

Staff to Zoning Board of Appeals

Housing Partnership

2006-present

2006-2016

- Managed all petitions to the six-member Zoning Board of Appeals for Comprehensive Permits, Special Permits, Variances, and appeals of the Building Inspector. Responsible for legal ads, agendas, hearings, author zoning decisions, filings with Town Clerk, decision notification, continuances, extensions, disclosures, public record requests, web postings and meeting Minutes, as Town's first dedicated zoning staff
- Experienced in property research, plan review, and site visits. Advised on, and insured compliance with all legal requirements. Coordinated reviews with necessary Town departments, committees and boards. Directed administrative assistant and volunteer activities.
- Highly knowledgeable in Massachusetts General Laws, Ch. 40A and B (760 CMR 56), local Zoning By-laws, and Open Meeting Law
- Responsible for annual budget, Accounts Payable/Receivable, including Agency Accounts, Town Meeting preparation, annual Town Report
- Liaison to property owners, neighborhood groups, attorneys, architects, realtors, contractors, consultants, engineers, Town staff, Town non-profit organizations, regional and State agencies
- Facilitated development of Affordable Housing Committee into a robust Housing Partnership and Affordable Housing Trust
 - Participated in the development of an Affordable Housing Trust, followed by the merger with the Housing Partnership
 - Managed the development of the Town's priorities and criteria for affordable housing, and contributed to the approved Housing Production Plan
 - Appointed as Weston's representative on the Regional Housing Service Organization (6 Community partnership) Advisory Board for management of affordable housing units

Additional:

- Updated Town practices to meet legal requirements; revised and created forms including Zoning Board of Appeals application and rules, memoranda for Board members, providing condensed case information, and general information to assist the public, such as plot plan requirements, fence installation, sound mitigation for condensers/generators, check list for required reviews for new proposals, and next steps following zoning Decision filing
- Compiled/maintained affordable housing development data, including verification of Subsidized Housing Inventory maintained by DHCD
- Participated in By-Law updates, GIS and website development and postings
- Provided informative materials and serve as resource for (new) Board members

Town of Needham, 1471 Highland Avenue, Needham, MA
Staff to Zoning Board of Appeals 2001-2008

- Managed twelve Comprehensive Permits (M.G.L. Ch. 40B), in addition to routine applications before the Zoning Board of Appeals (as above). Responsible for accounts payable and receivable, annual budget, statistics and Town Report
- Assumed routine activities to relieve burden to volunteer Board
- Computerized department and updated forms; participated in website development
- Streamlined reviews and conditions for management of all petitions

Wellesley Housing Authority, 109 Barton Road, Wellesley, MA
Office manager 2003-2004

- Provided emergency staffing during critical local/state reorganization of Wellesley Housing Authority, replacing 3 full-time office staff
- Managed daily business related to 235 housing units during MOD renovation
- Interfaced with Acting Executive Director, Board of Commissioners, tenants, applicants, DHCD, State auditors, regional attorney, social services, maintenance supervisor and staff, Police and Fire departments, and vendors

Education: Simmons College, Boston, MA
BA

Certification: Massachusetts Public Housing Administrator
Housing Institute Training Program
FEMA: National Incident Management System
Open Meeting Law
CPR, First Aid

References: Available upon request