

TOWN OF FALMOUTH
BOARD OF SELECTMEN
AGENDA

MONDAY, DECEMBER 10, 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. Recognition
4. Announcements
5. Public Comment

7:05 p.m. BUSINESS

1. Interviews for Route 28 Citizens Advisory Committee:
 - a. Adriene Dufresne
 - b. Jane Perry
 - c. Gerald Potamis
 - d. Marc Finneran
 - e. Beverly Williams
 - f. Henry DiGiorgio
 - g. James Marshall
 - h. Alison Leschen
 - i. John Sylvia, Sr.
 - j. Gregg Berkley
 - k. Rachel Howard
 - l. Mary Barry
 - m. Michael Pavan
 - n. John Alves
2. Discussion on Potential Response to Charter Review Committee (CRC) Questions Relating to Plans and Planning Roles and Responsibilities
3. Individual Selectmen's Reports
4. Review of Town Manager's Report
5. Review and/or Discuss Correspondence Received
 - a. Follow-Up on Letter to MA DOT Regarding Palmer Avenue

Susan L. Moran, Chairman
Board of Selectmen

Town of Falmouth
Route 28 Citizens Advisory Committee

The Falmouth Board of Selectmen is seeking candidates for the Route 28 Citizens Advisory Committee. The purpose of this committee is to evaluate design options for the third phase of the proposed Main Street Corridor Project which includes Route 28 from the Sandwich Rd. intersection to the Oxbow Rd. intersection. The committee will review design alternatives prepared by staff and consulting engineers and provide input in further developing these designs. The committee is charged with soliciting citizen input and providing the Board of Selectmen with its design recommendations by April 5, 2019.

The Route 28 Citizens Advisory Committee shall be comprised of 9 members of which 6 shall be at-large members, 1 Planning Board designee, 1 Bikeways Committee designee and 1 Disability Commission designee. Town Moderator and State Representative David Vieira shall serve as a non-voting ex officio member.

The Board of Selectmen will conduct interviews on December 10 and vote appointments on December 17.

Abutters and non-abutters are welcome to apply. Abutters must submit a conflict of interest disclosure form.

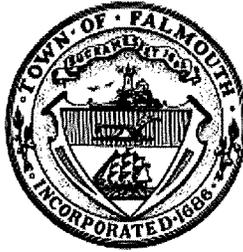
Applications must be received by 4:30 p.m. on Wednesday, December 5, 2018, in the Office of the Board of Selectmen.

Applications are available in the Office of the Board of Selectmen, 59 Town Hall Square and on the Board of Selectmen's page on the Town website at www.falmouthmass.us.

On Request of Chairman
Susan L. Moran

Publication Date: Friday, November 23, 2018
Account #: 2056

Application package for the Route 28 Citizens Advisory Committee for your reference.



TOWN OF FALMOUTH

**ROUTE 28 CITIZENS ADVISORY COMMITTEE
APPLICATION FORM**

If you are interested in serving the Town of Falmouth in any capacity, please fill out this form and mail it to: The Board of Selectmen, Falmouth Town Hall, 59 Town Hall Square, Falmouth, MA 02540. Information received will be available to all Town Boards and Officials, although the filling out of this form does not assure appointment. If selected for an interview, you may wish to submit a resume or additional information. This form and a listing of all boards and committees can be found on the Falmouth website: www.falmouthmass.us.

Name: _____

Address: _____ Village: _____ ZIP: _____

Mailing
Address: _____ Village: _____ ZIP: _____

Telephone: _____ Email: _____

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

Amount of time you are available to give: _____

Why are you interested in serving on this committee? _____

Relevant affiliation and work and personal experiences _____

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

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

List three (3) references:

	<u>Name</u>	<u>Title</u>	<u>Phone</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

I hereby certify that I have been provided a summary of Massachusetts General Law 268A, the Conflict of Interest of Law, I have read the material provided including the Disclosure Instructions Form.

YES NO I am an abutter to Route 28 between Sandwich Rd and Oxbow Rd intersection, or an immediate family member is an abutter, or my employer is an abutter. *If yes, a conflict of interest disclosure must be completed and submitted.*

YES NO I am submitting a conflict of interest disclosure form.

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

DATE

APPLICANT'S SIGNATURE

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

**INSTRUCTIONS FOR DISCLOSURE BY NON-ELECTED MUNICIPAL EMPLOYEE
UNDER G.L. c. 268A, § 19**

FINANCIAL INTEREST IN A PARTICULAR MATTER

WHEN TO USE THE § 19 DISCLOSURE FORM

You are an **appointed or non-elected municipal employee**, as defined by G.L. c. 268A, § 1(g). **Your duties as a municipal employee include participating in a particular matter. You may not participate in the matter** because one or more of the following individuals or entities listed below has a **financial interest in the matter**:

- **You;**
- **Your immediate family member** (you and your spouse, and each of your parents, children, brothers and sisters);
- **Your business partner;**
- **A business organization** for which you are serving as an **officer, director, trustee, partner or employee;**
- **A person or organization** with whom you are **negotiating or have made an arrangement about prospective employment.**

You may file a **§ 19 Disclosure** with your appointing authority describing the particular matter, your responsibilities in relation to it, and the financial interest that is preventing you from participating.

Your appointing authority has discretion to make a written **§ 19 Determination** that the financial interest you have identified is not so substantial as to be deemed likely to affect the integrity of the services which the municipality may expect from you as its employee. **You may not participate in the particular matter unless your appointing authority files a written Determination allowing you to do so.**

If you choose not to seek authorization to participate, and do not file a § 19 disclosure, you may need to inform your appointing authority or agency that you will not perform your duties as you usually would.

PARTICIPATION IN A PARTICULAR MATTER

In a § 19 disclosure, you must explain in what way you participate in a particular matter.

A **particular matter** is any judicial or other proceeding, application, submission, request for a ruling or other determination, contract, claim, controversy, charge, accusation, arrest, decision, determination or finding.

You are expected to **participate** through approval, disapproval, decision, recommendation, the rendering of advice, investigation or otherwise.

Explain in what way you are required to participate – e.g., reviewing a proposal, approving an application, deciding about a grant; making a recommendation about a budget, providing advice about a case, conducting an investigation, performing a task or taking an action – in relation to the particular matter.

FINANCIAL INTEREST

In the disclosure, you must explain the financial interest that prevents you from participating in a particular matter. You should include the dollar amount of the financial interest, if known.

A financial interest must be **direct and immediate or reasonably foreseeable** (and not remote, speculative or not sufficiently identifiable), and may be **large or small, positive or negative** – a gain or loss, a benefit or an obligation.

For example, a financial interest exists when the outcome of a particular matter may:

- Cause or prevent a **financial gain or loss;**
- Create or eliminate a **financial opportunity;**

- Determine who will make decisions affecting your or an immediate family member's **wages, hours or working conditions** as a municipal employee.

Abutters and Owners of Nearby Property: The following people are presumed to have a financial interest in a particular matter regarding real estate:

- An abutter;
- An abutter to an abutter within 300 feet of the property line;
- A person who may suffer an injury in fact which is different in kind or magnitude from that suffered by members of the general public.

Competitors: Your business interest will have a financial interest if the outcome of a particular matter would affect the financial interests of a competitor in a way that would likely decrease or increase your business or the business of your immediate family, your partner, or your private employer.

FILING THE § 19 DISCLOSURE AND DETERMINATION

For the municipal employee

Sign your completed Disclosure and submit it to your appointing authority.

For the appointing authority

You have received a § 19 Disclosure from a municipal employee who may not participate in a matter because of a financial interest in the matter. **You may make a written Determination** that the financial interest is not so substantial as to be deemed likely to affect the integrity of the services which the municipality may expect from the employee. **You also may decide not to make this Determination.** If you make such a Determination, you should provide a copy to the employee. Keep a copy of the § 19 Disclosure as a public record.

If you need advice about completing the disclosure, please call the Attorney of the Day at (617) 371-9500 or e-mail the State Ethics Commission at requestadvice@massmail.state.ma.us.

**DISCLOSURE BY NON-ELECTED MUNICIPAL EMPLOYEE OF FINANCIAL INTEREST
AND DETERMINATION BY APPOINTING AUTHORITY
AS REQUIRED BY G. L. c. 268A, § 19**

MUNICIPAL EMPLOYEE INFORMATION	
Name:	
Title or Position:	
Municipal Agency:	
Agency Address:	
Office Phone:	
Office E-mail:	
	My duties require me to participate in a particular matter, and I may not participate because of a financial interest that I am disclosing here. I request a determination from my appointing authority about how I should proceed.
PARTICULAR MATTER	
Particular matter E.g., a judicial or other proceeding, application, submission, request for a ruling or other determination, contract, claim, controversy, charge, accusation, arrest, decision, determination, or finding.	Please describe the particular matter.
Your required participation in the particular matter: E.g., approval, disapproval, decision, recommendation, rendering advice, investigation, other.	Please describe the task you are required to perform with respect to the particular matter.
FINANCIAL INTEREST IN THE PARTICULAR MATTER	
Write an X by all that apply.	<input type="checkbox"/> I have a financial interest in the matter. <input type="checkbox"/> My immediate family member has a financial interest in the matter. <input type="checkbox"/> My business partner has a financial interest in the matter. <input type="checkbox"/> I am an officer, director, trustee, partner or employee of a business organization, and the business organization has a financial interest in the matter. <input type="checkbox"/> I am negotiating or have made an arrangement concerning future employment with a person or organization, and the person or organization has a financial interest in the matter.

Financial interest in the matter	Please explain the financial interest and include a dollar amount if you know it.
Employee signature:	
Date:	

DETERMINATION BY APPOINTING OFFICIAL

	APPOINTING AUTHORITY INFORMATION
Name of Appointing Authority:	
Title or Position:	
Agency/Department:	
Agency Address:	
Office Phone:	
Office E-mail	
	DETERMINATION
Determination by appointing authority:	As appointing official, as required by G.L. c. 268A, § 19, I have reviewed the particular matter and the financial interest identified above by a municipal employee. I have determined that the financial interest is not so substantial as to be deemed likely to affect the integrity of the services which the municipality may expect from the employee.
Appointing Authority signature:	
Date:	
Comment:	

Attach additional pages if necessary.

The appointing authority shall keep this Disclosure and Determination as a public record.

Summary of the Conflict of Interest Law for Municipal Employees

This summary of the conflict of interest law, General Laws chapter 268A, is intended to help municipal employees understand how that law applies to them. This summary is not a substitute for legal advice, nor does it mention every aspect of the law that may apply in a particular situation. Municipal employees can obtain free confidential advice about the conflict of interest law from the Commission's Legal Division at our website, phone number, and address above. Municipal counsel may also provide advice.

The conflict of interest law seeks to prevent conflicts between private interests and public duties, foster integrity in public service, and promote the public's trust and confidence in that service by placing restrictions on what municipal employees may do on the job, after hours, and after leaving public service, as described below. The sections referenced below are sections of G.L. c. 268A.

When the Commission determines that the conflict of interest law has been violated, it can impose a civil penalty of up to \$10,000 (\$25,000 for bribery cases) for each violation. In addition, the Commission can order the violator to repay any economic advantage he gained by the violation, and to make restitution to injured third parties. Violations of the conflict of interest law can also be prosecuted criminally.

I. Are you a municipal employee for conflict of interest law purposes?

You do not have to be a full-time, paid municipal employee to be considered a municipal employee for conflict of interest purposes. Anyone performing services for a city or town or holding a municipal position, whether paid or unpaid, including full- and part-time municipal employees, elected officials, volunteers, and consultants, is a municipal employee under the conflict of interest law. An employee of a private firm can also be a municipal employee, if the private firm has a contract with the city or town and the employee is a "key employee" under the contract, meaning the town has specifically contracted for her services. The law also covers private parties who engage in impermissible dealings with municipal employees, such as offering bribes or illegal gifts. Town meeting members and charter commission members are not municipal employees under the conflict of interest law.

II. On-the-job restrictions.

(a) Bribes. Asking for and taking bribes is prohibited. (See Section 2)

A bribe is anything of value corruptly received by a municipal employee in exchange for the employee being influenced in his official actions. Giving, offering, receiving, or asking for a bribe is illegal.

Bribes are more serious than illegal gifts because they involve corrupt intent. In other words, the municipal employee intends to sell his office by agreeing to do or not do some official act, and the giver intends to influence him to do so. Bribes of any value are illegal.

(b) Gifts and gratuities. Asking for or accepting a gift because of your official position, or because of something you can do or have done in your official position, is prohibited. (See Sections 3, 23(b)(2), and 26)

Municipal employees may not accept gifts and gratuities valued at \$50 or more given to influence their official actions or because of their official position. Accepting a gift intended to reward past official action or to bring about future official action is illegal, as is giving such gifts. Accepting a gift given to you because of the municipal position you hold is also illegal. Meals, entertainment event tickets, golf, gift baskets, and payment of travel expenses can all be illegal gifts if given in connection with official action or position, as can anything worth \$50 or more. A number of smaller gifts together worth \$50 or more may also violate these sections.

Example of violation: A town administrator accepts reduced rental payments from developers.

Example of violation: A developer offers a ski trip to a school district employee who oversees the developer's work for the school district.

Regulatory exemptions. There are situations in which a municipal employee's receipt of a gift does not present a genuine risk of a conflict of interest, and may in fact advance the public interest. The Commission has created exemptions permitting giving and receiving gifts in these situations. One commonly used exemption permits municipal employees to accept payment of travel-related expenses when doing so advances a public purpose. Another commonly used exemption permits municipal employees to accept payment of costs involved in attendance at educational and training programs. Other exemptions are listed on the Commission's website.

Example where there is no violation: A fire truck manufacturer offers to pay the travel expenses of a fire chief to a trade show where the chief can examine various kinds of fire-fighting equipment that the town may purchase. The chief fills out a disclosure form and obtains prior approval from his appointing authority.

Example where there is no violation: A town treasurer attends a two-day annual school featuring multiple substantive seminars on issues relevant to treasurers. The annual school is paid for in part by banks that do business with town treasurers. The treasurer is only required to make a disclosure if one of the sponsoring banks has official business before her in the six months before or after the annual school.

(c) Misuse of position. Using your official position to get something you are not entitled to, or to get someone else something they are not entitled to, is prohibited. Causing someone else to do these things is also prohibited. (See Sections 23(b)(2) and 26)

A municipal employee may not use her official position to get something worth \$50 or more that would not be properly available to other similarly situated individuals. Similarly, a municipal employee may not use her official position to get something worth \$50 or more for someone else that would not be properly available to other similarly situated individuals. Causing someone else to do these things is also prohibited.

Example of violation: A full-time town employee writes a novel on work time, using her office computer, and directing her secretary to proofread the draft.

Example of violation: A city councilor directs subordinates to drive the councilor's wife to and from the grocery store.

Example of violation: A mayor avoids a speeding ticket by asking the police officer who stops him, "Do you know who I am?" and showing his municipal I.D.

(d) Self-dealing and nepotism. Participating as a municipal employee in a matter in which you, your immediate family, your business organization, or your future employer has a financial interest is prohibited. (See Section 19)

A municipal employee may not participate in any particular matter in which he or a member of his immediate family (parents, children, siblings, spouse, and spouse's parents, children, and siblings) has a financial interest. He also may not participate in any particular matter in which a prospective employer, or a business organization of which he is a director, officer, trustee, or employee has a financial interest. Participation includes discussing as well as voting on a matter, and delegating a matter to someone else.

A financial interest may create a conflict of interest whether it is large or small, and positive or negative. In other words, it does not matter if a lot of money is involved or only a little. It also does not matter if you are putting money into your pocket or taking it out. If you, your immediate family, your business, or your employer have or has a

financial interest in a matter, you may not participate. The financial interest must be direct and immediate or reasonably foreseeable to create a conflict. Financial interests which are remote, speculative or not sufficiently identifiable do not create conflicts.

Example of violation: A school committee member's wife is a teacher in the town's public schools. The school committee member votes on the budget line item for teachers' salaries.

Example of violation: A member of a town affordable housing committee is also the director of a non-profit housing development corporation. The non-profit makes an application to the committee, and the member/director participates in the discussion.

Example: A planning board member lives next door to property where a developer plans to construct a new building. Because the planning board member owns abutting property, he is presumed to have a financial interest in the matter. He cannot participate unless he provides the State Ethics Commission with an opinion from a qualified independent appraiser that the new construction will not affect his financial interest.

In many cases, where not otherwise required to participate, a municipal employee may comply with the law by simply not participating in the particular matter in which she has a financial interest. She need not give a reason for not participating.

There are several exemptions to this section of the law. An appointed municipal employee may file a written disclosure about the financial interest with his appointing authority, and seek permission to participate notwithstanding the conflict. The appointing authority may grant written permission if she determines that the financial interest in question is not so substantial that it is likely to affect the integrity of his services to the municipality. Participating without disclosing the financial interest is a violation. Elected employees cannot use the disclosure procedure because they have no appointing authority.

Example where there is no violation: An appointed member of the town zoning advisory committee, which will review and recommend changes to the town's by-laws with regard to a commercial district, is a partner at a company that owns commercial property in the district. Prior to participating in any committee discussions, the member files a disclosure with the zoning board of appeals that appointed him to his position, and that board gives him a written determination authorizing his participation, despite his company's financial interest. There is no violation.

There is also an exemption for both appointed and elected employees where the employee's task is to address a matter of general policy and the employee's financial interest is shared with a substantial portion (generally 10% or more) of the town's population, such as, for instance, a financial interest in real estate tax rates or municipal utility rates.

Regulatory exemptions. In addition to the statutory exemptions just mentioned, the Commission has created several regulatory exemptions permitting municipal employees to participate in particular matters notwithstanding the presence of a financial interest in certain very specific situations when permitting them to do so advances a public purpose. There is an exemption permitting school committee members to participate in setting school fees that will affect their own children if they make a prior written disclosure. There is an exemption permitting town clerks to perform election-related functions even when they, or their immediate family members, are on the ballot, because clerks' election-related functions are extensively regulated by other laws. There is also an exemption permitting a person serving as a member of a municipal board pursuant to a legal requirement that the board have members with a specified affiliation to participate fully in determinations of general policy by the board, even if the entity with which he is affiliated has a financial interest in the matter. Other exemptions are listed in the Commission's regulations, available on the Commission's website.

Example where there is no violation: A municipal Shellfish Advisory Board has been created to provide advice to the Board of Selectmen on policy issues related to shellfishing. The Advisory Board is required to have members who are currently commercial fishermen. A board member who is a commercial fisherman may participate in determinations of general policy in which he has a financial interest common to all commercial fishermen, but may not participate in determinations in which he alone has a financial interest, such as the extension of his own individual permits or leases.

(e) False claims. Presenting a false claim to your employer for a payment or benefit is prohibited, and causing someone else to do so is also prohibited. (See Sections 23(b)(4) and 26)

A municipal employee may not present a false or fraudulent claim to his employer for any payment or benefit worth \$50 or more, or cause another person to do so.

Example of violation: A public works director directs his secretary to fill out time sheets to show him as present at work on days when he was skiing.

(f) Appearance of conflict. Acting in a manner that would make a reasonable person think you can be improperly influenced is prohibited. (See Section 23(b)(3))

A municipal employee may not act in a manner that would cause a reasonable person to think that she would show favor toward someone or that she can be improperly influenced. Section 23(b)(3) requires a municipal employee to consider whether her relationships and affiliations could prevent her from acting fairly and objectively when she performs her duties for a city or town. If she cannot be fair and objective because of a relationship or affiliation, she should not perform her duties. However, a municipal

employee, whether elected or appointed, can avoid violating this provision by making a public disclosure of the facts. An appointed employee must make the disclosure in writing to his appointing official.

Example where there is no violation: A developer who is the cousin of the chair of the conservation commission has filed an application with the commission. A reasonable person could conclude that the chair might favor her cousin. The chair files a written disclosure with her appointing authority explaining her relationship with her cousin prior to the meeting at which the application will be considered. There is no violation of Sec. 23(b)(3).

(g) Confidential information. Improperly disclosing or personally using confidential information obtained through your job is prohibited. (See Section 23(c))

Municipal employees may not improperly disclose confidential information, or make personal use of non-public information they acquired in the course of their official duties to further their personal interests.

III. After-hours restrictions.

(a) Taking a second paid job that conflicts with the duties of your municipal job is prohibited. (See Section 23(b)(1))

A municipal employee may not accept other paid employment if the responsibilities of the second job are incompatible with his or her municipal job.

Example: A police officer may not work as a paid private security guard in the town where he serves because the demands of his private employment would conflict with his duties as a police officer.

(b) Divided loyalties. Receiving pay from anyone other than the city or town to work on a matter involving the city or town is prohibited. Acting as agent or attorney for anyone other than the city or town in a matter involving the city or town is also prohibited whether or not you are paid. (See Sec. 17)

Because cities and towns are entitled to the undivided loyalty of their employees, a municipal employee may not be paid by other people and organizations in relation to a matter if the city or town has an interest in the matter. In addition, a municipal employee may not act on behalf of other people and organizations or act as an attorney for other people and organizations in which the town has an interest. Acting as agent includes

contacting the municipality in person, by phone, or in writing; acting as a liaison; providing documents to the city or town; and serving as spokesman.

A municipal employee may always represent his own personal interests, even before his own municipal agency or board, on the same terms and conditions that other similarly situated members of the public would be allowed to do so. A municipal employee may also apply for building and related permits on behalf of someone else and be paid for doing so, unless he works for the permitting agency, or an agency which regulates the permitting agency.

Example of violation: A full-time health agent submits a septic system plan that she has prepared for a private client to the town's board of health.

Example of violation: A planning board member represents a private client before the board of selectmen on a request that town meeting consider rezoning the client's property.

While many municipal employees earn their livelihood in municipal jobs, some municipal employees volunteer their time to provide services to the town or receive small stipends. Others, such as a private attorney who provides legal services to a town as needed, may serve in a position in which they may have other personal or private employment during normal working hours. In recognition of the need not to unduly restrict the ability of town volunteers and part-time employees to earn a living, the law is less restrictive for "special" municipal employees than for other municipal employees.

The status of "special" municipal employee has to be assigned to a municipal position by vote of the board of selectmen, city council, or similar body. A position is eligible to be designated as "special" if it is unpaid, or if it is part-time and the employee is allowed to have another job during normal working hours, or if the employee was not paid for working more than 800 hours during the preceding 365 days. It is the position that is designated as "special" and not the person or persons holding the position. Selectmen in towns of 10,000 or fewer are automatically "special"; selectman in larger towns cannot be "specials."

If a municipal position has been designated as "special," an employee holding that position may be paid by others, act on behalf of others, and act as attorney for others with respect to matters before municipal boards other than his own, provided that he has not officially participated in the matter, and the matter is not now, and has not within the past year been, under his official responsibility.

Example: A school committee member who has been designated as a special municipal employee appears before the board of health on behalf of a client of his private law practice, on a matter that he has not participated in or had responsibility for as a school committee member. There is no conflict. However, he may not appear before the school

committee, or the school department, on behalf of a client because he has official responsibility for any matter that comes before the school committee. This is still the case even if he has recused himself from participating in the matter in his official capacity.

Example: A member who sits as an alternate on the conservation commission is a special municipal employee. Under town by-laws, he only has official responsibility for matters assigned to him. He may represent a resident who wants to file an application with the conservation commission as long as the matter is not assigned to him and he will not participate in it.

(c) Inside track. Being paid by your city or town, directly or indirectly, under some second arrangement in addition to your job is prohibited, unless an exemption applies. (See Section 20)

A municipal employee generally may not have a financial interest in a municipal contract, including a second municipal job. A municipal employee is also generally prohibited from having an indirect financial interest in a contract that the city or town has with someone else. This provision is intended to prevent municipal employees from having an “inside track” to further financial opportunities.

Example of violation: Legal counsel to the town housing authority becomes the acting executive director of the authority, and is paid in both positions.

Example of violation: A selectman buys a surplus truck from the town DPW.

Example of violation: A full-time secretary for the board of health wants to have a second paid job working part-time for the town library. She will violate Section 20 unless she can meet the requirements of an exemption.

Example of violation: A city councilor wants to work for a non-profit that receives funding under a contract with her city. Unless she can satisfy the requirements of an exemption under Section 20, she cannot take the job.

There are numerous exemptions. A municipal employee may hold multiple unpaid or elected positions. Some exemptions apply only to special municipal employees. Specific exemptions may cover serving as an unpaid volunteer in a second town position, housing-related benefits, public safety positions, certain elected positions, small towns, and other specific situations. Please call the Ethics Commission’s Legal Division for advice about a specific situation.

IV. After you leave municipal employment. (See Section 18)

(a) Forever ban. After you leave your municipal job, you may never work for anyone other than the municipality on a matter that you worked on as a municipal employee.

If you participated in a matter as a municipal employee, you cannot ever be paid to work on that same matter for anyone other than the municipality, nor may you act for someone else, whether paid or not. The purpose of this restriction is to bar former employees from selling to private interests their familiarity with the facts of particular matters that are of continuing concern to their former municipal employer. The restriction does not prohibit former municipal employees from using the expertise acquired in government service in their subsequent private activities.

Example of violation: A former school department employee works for a contractor under a contract that she helped to draft and oversee for the school department.

(b) One year cooling-off period. For one year after you leave your municipal job you may not participate in any matter over which you had official responsibility during your last two years of public service.

Former municipal employees are barred for one year after they leave municipal employment from personally appearing before any agency of the municipality in connection with matters that were under their authority in their prior municipal positions during the two years before they left.

Example: An assistant town manager negotiates a three-year contract with a company. The town manager who supervised the assistant, and had official responsibility for the contract but did not participate in negotiating it, leaves her job to work for the company to which the contract was awarded. The former manager may not call or write the town in connection with the company's work on the contract for one year after leaving the town.

A former municipal employee who participated as such in general legislation on expanded gaming and related matters may not become an officer or employee of, or acquire a financial interest in, an applicant for a gaming license, or a gaming licensee, for one year after his public employment ceases.

(c) Partners. Your partners will be subject to restrictions while you serve as a municipal employee and after your municipal service ends.

Partners of municipal employees and former municipal employees are also subject to restrictions under the conflict of interest law. If a municipal employee participated in a matter, or if he has official responsibility for a matter, then his partner may not act on behalf of anyone other than the municipality or provide services as an attorney to anyone but the city or town in relation to the matter.

Example: While serving on a city's historic district commission, an architect reviewed an application to get landmark status for a building. His partners at his architecture firm may not prepare and sign plans for the owner of the building or otherwise act on the owner's behalf in relation to the application for landmark status. In addition, because the architect has official responsibility as a commissioner for every matter that comes before the commission, his partners may not communicate with the commission or otherwise act on behalf of any client on any matter that comes before the commission during the time that the architect serves on the commission.

Example: A former town counsel joins a law firm as a partner. Because she litigated a lawsuit for the town, her new partners cannot represent any private clients in the lawsuit for one year after her job with the town ended.

* * * * *

This summary is not intended to be legal advice and, because it is a summary, it does not mention every provision of the conflict law that may apply in a particular situation. Our website, <http://www.mass.gov/ethics>, contains further information about how the law applies in many situations. You can also contact the Commission's Legal Division via our website, by telephone, or by letter. Our contact information is at the top of this document.

Version 7: Revised November 14, 2016.

* * * * *

ACKNOWLEDGMENT OF RECEIPT

I, _____, an employee at _____,
(first and last name) *(name of municipal dept.)*

hereby acknowledge that I received a copy of the summary of the conflict of interest law
for municipal employees, revised November 14, 2016, on _____.
(date)

Municipal employees should complete the acknowledgment of receipt and return it to the individual who provided them with a copy of the summary. Alternatively, municipal employees may send an email acknowledging receipt of the summary to the individual who provided them with a copy of it.

At-large applications.



TOWN OF FALMOUTH

ROUTE 28 CITIZENS ADVISORY COMMITTEE
APPLICATION FORM

If you are interested in serving the Town of Falmouth in any capacity, please fill out this form and mail it to: The Board of Selectmen, Falmouth Town Hall, 59 Town Hall Square, Falmouth, MA 02540. Information received will be available to all Town Boards and Officials, although the filling out of this form does not assure appointment. If selected for an interview, you may wish to submit a resume or additional information. This form and a listing of all boards and committees can be found on the Falmouth website: www.falmouthmass.us.

Name: ADRIAN C.J. DUFRASNE

Address: 87 Lucerne Ave Village: FAL. HIGHS ZIP: 02540

Mailing Address: 87 Lucerne Ave Village: FAL. HIGHS ZIP: 02540

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident 1931 (date:) / Taxpayer yes (date: 1952)

Amount of time you are available to give: AS NEEDED

Why are you interested in serving on this committee? _____

TOWN & COMMUNITY INTEREST 60YRS

Relevant affiliation and work and personal experiences Beach Comm 10YRS

FINANCE COMM. 25YRS TOWNMT. MEMBER 4YRS

FAL. HIGHS ASSOC. 60YRS.

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

SAME AS ABOVE

Briefly describe the particular skills you feel you will add to the committee: KNOWLEDGE

OF FALMOUTH AND WITNESS TO GROWTH 68YRS

List three (3) references:

	<u>Name</u>	<u>Title</u>	<u>Phone</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

I hereby certify that I have been provided a summary of Massachusetts General Law 268A, the Conflict of Interest of Law, I have read the material provided including the Disclosure Instructions Form.

YES NO I am an abutter to Route 28 between Sandwich Rd and Oxbow Rd intersection, or an immediate family member is an abutter, or my employer is an abutter. *If yes, a conflict of interest disclosure must be completed and submitted.*

YES NO I am submitting a conflict of interest disclosure form.

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

11 Dec/18
DATE

Adrian Es...
APPLICANT'S SIGNATURE

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

called ✓ OK 12/6



TOWN OF FALMOUTH

ROUTE 28 CITIZENS ADVISORY COMMITTEE
APPLICATION FORM

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Name: JANE F. PERRY

Address: 37 GALLEON DRIVE Village: E. FALMOUTH ZIP: 02536

Mailing Address: SAME Village: _____ ZIP: _____

Telephone: [REDACTED] Email: ?

How long have you been a Resident 50yrs (date: _____) / Taxpayer X (date: _____)

Amount of time you are available to give: ANY / RETIRED

Why are you interested in serving on this committee? TO ENSURE THAT THIS TRANSPORTATION CORRIDOR MEETS BEST STANDARD PERFORMANCE + MANAGEMENT PRACTICES IN ACCORDANCE WITH DISABILITY, ARCHITECTURAL, CCMPD, MA DOT AND SAFETY STANDARDS.
Relevant affiliation and work and personal experiences FALMOUTH TRANSPORTATION MGT. COMM. 10 YEARS; FAL REPRESENTATIVE TO CCRTA 3 YEARS; ALTERNATIVE TRANSPORTATION RIDER AND ADVOCATE 30 YEARS.

Town offices held in Falmouth or elsewhere and dates of years served: TOWN MEETING MEMBER PRECINCT 8 - 18 YEARS; COMM. ON DISABILITIES - 9 YRS. CHAIR 5 1/2 YRS.; FAL PUBLIC LIBRARY TRUSTEE - 3 YRS; COUNCIL ON AGING - 9 YRS.

Briefly describe the particular skills you feel you will add to the committee: GAINFUL KNOWLEDGE AND EXPERIENCE REGARDING TRANSPORTATION ISSUES. PARLIMENTARIAN. MEETING SKILLS; CONFLICT RESOLUTION SKILLS LEARNED

FROM BEING CHAIRPERSON AND PRESIDENT OF COMMITTEES

List three (3) references:

	<u>Name</u>	<u>Title</u>	<u>Phone</u>
1.	KATHY TAYLOR	ASST. DIR. CORD	[REDACTED]
2.	KATHY JENSEN	ADM. ASST. TO CCRTA	[REDACTED]
3.	DEBRA DEERING	FRONTEND MGR HYANNIS CONFERENCE CENTER	[REDACTED]

I hereby certify that I have been provided a summary of Massachusetts General Law 268A, the Conflict of Interest of Law, I have read the material provided including the Disclosure Instructions Form.

YES NO I am an abutter to Route 28 between Sandwich Rd and Oxbow Rd intersection, or an immediate family member is an abutter, or my employer is an abutter. *If yes, a conflict of interest disclosure must be completed and submitted.*

YES NO I am submitting a conflict of interest disclosure form.

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

12-2-18
DATE

[Signature]
APPLICANT'S SIGNATURE

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



TOWN OF FALMOUTH
BOARD, COMMITTEE OR COMMISSION
APPLICATION FORM

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Name/Address: Gerald C Potamis 13 Amherst Ave Falmouth Ma.02540

Telephone Home: [REDACTED] Email: [REDACTED]

How long have you been a Resident 10.5yera (2006) / Taxpayer 40 years (1976)

Amount of time you are available to give: As needed - I am retired

Town Committee, Board or Commission you are interested in serving on:
RT 28 Corridor Committee

Seeking: Permanent Position Yes or Alternate Position Yes

Relevant affiliation & work & personal experiences

Bachelor and Master's Degree in Civil Engineering and Registered Professional Engineer

Attended two most recent listening sessions

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

Falmouth Wastewater Superintendent for 8 ½ years having retired on January 9, 2016.

Town of Falmouth's representative on the Executive Committee and Technical Advisory Task Force Cape for the Cod Water Protection Collaborative

Currently serving as Alternate member of Zoning Board of Appeals (2nd year of 3-year term)

Town Meeting Member (4 years)

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

This project is needed for public safety for now and the future. I agree that Section 3 alternatives need to be explored with the Bike Ways Committee and abutters

The alternatives for the intersection improvements need to be discussed such that all will be better informed.

Willingness to listen to concern of others with goal of building consensus

List three (3) references

- | Name | Title | Phone |
|-----------------|---------------------------------|------------|
| 1. Ray Jack, | Falmouth Public Works Director, | [REDACTED] |
| 2. Frank Duffy, | Falmouth Town Counsel, | [REDACTED] |
| 3. Jay Zavala, | [REDACTED] | [REDACTED] |

I hereby certify that I have been provided a summary of Massachusetts General Law 268A, the Conflict of Interest of Law, I have read the material provided including the Disclosure Instructions Form.

YES NO **I am not an abutter** to Route 28 between Sandwich Rd and Oxbow Rd intersection, or an **immediate family member is not an abutter**, or **my employer is not an abutter**. *If yes, a conflict of interest disclosure must be completed and submitted.*

YES NO **I am not submitting** a conflict of interest disclosure form.

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

November 28, 2018 Gerald C Potamis



TOWN OF FALMOUTH

ROUTE 28 CITIZENS ADVISORY COMMITTEE
APPLICATION FORM

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Name: MARC Finneran

Address: 212 Trotting PKRD Village: Trotucket ZIP: 02536

Mailing Address: _____ Village: _____ ZIP: _____

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident (date: 83) / Taxpayer (date: 88)

Amount of time you are available to give: whatever needed

Why are you interested in serving on this committee? I Believe That I have the experience and Background To represent The People of Falmouth

Relevant affiliation and work and personal experiences College Background in engineering as well as much work in all phases of construction. Active in Town Affairs.

Town offices held in Falmouth or elsewhere and dates of years served: Town meetings, Town manager screening committee, Solid Waste and constant figure in Town concerns.

Briefly describe the particular skills you feel you will add to the committee: Keen mind with the ability to understand

and ABCORB and retain
Large amounts of DATA.

List three (3) references:

	<u>Name</u>	<u>Title</u>	<u>Phone</u>
1.	MATT	McNamara	[REDACTED]
2.	Paul	Tierney	[REDACTED]
3.	Linda	DAVIS	[REDACTED]

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YES NO I am an abutter to Route 28 between Sandwich Rd and Oxbow Rd intersection, or an immediate family member is an abutter, or my employer is an abutter. *If yes, a conflict of interest disclosure must be completed and submitted.*

YES NO I am submitting a conflict of interest disclosure form.

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

11-28-18
DATE

[Signature]
APPLICANT'S SIGNATURE

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



TOWN OF FALMOUTH

ROUTE 28 CITIZENS ADVISORY COMMITTEE APPLICATION FORM

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Name: Beverly Sylvia Williams

Address: 14 Sharon Ave Village: Taunton ZIP: 02536

Mailing Address: PO Box 2364 Village: Taunton ZIP: 02536

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident (date: 1945) / Taxpayer (date: 1974)

Amount of time you are available to give: AS MUCH AS REQUIRED

Why are you interested in serving on this committee? I wish to preserve the look and quaint hometown feel of the village of Taunton - it has grown over the years with many businesses, areas need improvement but do not want it to become too cityfied with asphalt and no trees.

Relevant affiliation and work and personal experiences member of Taunton Civic Assn my relatives lived from Falmouth Mass to the now storage facility at one time my great grand father farmed strawberries on his property. Currently my fathers property is owned by me and my cousin lives next door in my grandmothers former home. my childhood home is in section 3. I currently live in section 2.

Town offices held in Falmouth or elsewhere and dates of years served: none

Briefly describe the particular skills you feel you will add to the committee: I worked in a medical office for 30 years - have people skills and have worked with the public, medical billing contributed with problem solving and negotiating in order for claims to be paid for patients.

~~Previous officer of Cape Cod Women's Bowling Association
Secretary/Treasurer of bowling league for many years.
Planned and organized class reunions for last 55 years -
I am organized and attention to details are my assets.~~

List three (3) references:

	<u>Name</u>	<u>Title</u>	<u>Phone</u>
1.	Devin McManus	MD	[REDACTED]
2.	Sharon Oliveira (neighbor)		[REDACTED]
3.	Nancy Bassett Thrasher (friend)		[REDACTED]

I hereby certify that I have been provided a summary of Massachusetts General Law 268A, the Conflict of Interest of Law, I have read the material provided including the Disclosure Instructions Form.

YES NO I am an abutter to Route 28 between Sandwich Rd and Oxbow Rd intersection, or an immediate family member is an abutter, or my employer is an abutter. *If yes, a conflict of interest disclosure must be completed and submitted.*

YES NO I am submitting a conflict of interest disclosure form.

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

DATE 11/23/2018

Beverly Sylvia Williams
APPLICANT'S SIGNATURE

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

**DISCLOSURE BY NON-ELECTED MUNICIPAL EMPLOYEE OF FINANCIAL INTEREST
AND DETERMINATION BY APPOINTING AUTHORITY
AS REQUIRED BY G. L. c. 268A, § 19**

MUNICIPAL EMPLOYEE INFORMATION	
Name:	Beverly Sylvia Williams
Title or Position:	Committee Member
Municipal Agency:	Town of Falmouth Rt 28 Citizen's Advisory Committee
Agency Address:	64 Town Hall Square Falmouth MA
Office Phone:	508-548-7611
Office E-mail:	selectmen@falmouthmass.us
	My duties require me to participate in a particular matter, and I may not participate because of a financial interest that I am disclosing here. I request a determination from my appointing authority about how I should proceed.
PARTICULAR MATTER	
Particular matter E.g., a judicial or other proceeding, application, submission, request for a ruling or other determination, contract, claim, controversy, charge, accusation, arrest, decision, determination, or finding.	Please describe the particular matter. I am the sole beneficiary of my deceased father's property located at 587 Tebbelka Hwy. and am currently probating the will in Barnstable. It will take several weeks to be appointed Executor.
Your required participation in the particular matter: E.g., approval, disapproval, decision, recommendation, rendering advice, investigation, other.	Please describe the task you are required to perform with respect to the particular matter. When appointed Executor I will be able to rent or sell property.
FINANCIAL INTEREST IN THE PARTICULAR MATTER	
Write an X by all that apply.	<input checked="" type="checkbox"/> I have a financial interest in the matter. <input type="checkbox"/> My immediate family member has a financial interest in the matter. <input type="checkbox"/> My business partner has a financial interest in the matter. <input type="checkbox"/> I am an officer, director, trustee, partner or employee of a business organization, and the business organization has a financial interest in the matter. <input type="checkbox"/> I am negotiating or have made an arrangement concerning future employment with a person or organization, and the person or organization has a financial interest in the matter.

Financial interest in the matter	Please explain the financial interest and include a dollar amount if you know it. House and property assessed by Town at \$122,500 presently - do not have appraised value by appraisal company.
Employee signature:	Beverly Sylvia Williams
Date:	11/23/2018

DETERMINATION BY APPOINTING OFFICIAL

APPOINTING AUTHORITY INFORMATION	
Name of Appointing Authority:	
Title or Position:	
Agency/Department:	
Agency Address:	
Office Phone:	
Office E-mail	
DETERMINATION	
Determination by appointing authority:	As appointing official, as required by G.L. c. 268A, § 19, I have reviewed the particular matter and the financial interest identified above by a municipal employee. I have determined that the financial interest is not so substantial as to be deemed likely to affect the integrity of the services which the municipality may expect from the employee.
Appointing Authority signature:	
Date:	
Comment:	

Attach additional pages if necessary.

The appointing authority shall keep this Disclosure and Determination as a public record.



TOWN OF FALMOUTH
ROUTE 28 CITIZENS ADVISORY COMMITTEE
APPLICATION FORM

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Name: Henry DiGiorgio

Address: 86 Oak Street Village: Teaticket ZIP: 02536

Mailing Address: 66 Miller Street, Franklin, MA Village: _____ ZIP: 02038

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident 4/1/92(date: _____) / Taxpayer 4/1/92(date: _____)

Amount of time you are available to give: 20 plus hours/wk

Why are you interested in serving on this committee? Owning property in East Falmouth for 26 years, I have a strong interest in infrastructure changes and how they benefit and support our community.

Relevant affiliation and work and personal experiences Prior to retirement I worked in IT for 40 plus years. Positions included top level management, project management and customer interface.

Town offices held in Falmouth or elsewhere and dates of years served: None

Briefly describe the particular skills you feel you will add to the committee: Professional attitude, pragmatic approach to solving problems, sound communication and project management

skills.

List three (3) references:

	<u>Name</u>	<u>Title</u>	<u>Phone</u>
1.	Jame Edgehill	Teacher	██████████
2.	David Holland	Retired AF Colonel	██████████
3.	Paul Lombardozzi	Pharmacist	██████████

I hereby certify that I have been provided a summary of Massachusetts General Law 268A, the Conflict of Interest of Law, I have read the material provided including the Disclosure Instructions Form.

YES NO I am an abutter to Route 28 between Sandwich Rd and Oxbow Rd intersection, or an immediate family member is an abutter, or my employer is an abutter. *If yes, a conflict of interest disclosure must be completed and submitted.*

YES NO I am submitting a conflict of interest disclosure form.

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

11/21/2018
DATE


APPLICANT'S SIGNATURE

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



TOWN OF FALMOUTH

**ROUTE 28 CITIZENS ADVISORY COMMITTEE
APPLICATION FORM**

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Name: James R. Marshall

Address: 467 Teaticket Hwy Village: Teaticket ZIP: 02536

Mailing Address: 467 Teaticket Hwy Village: Teaticket ZIP: 02536

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident (date: 1961) / Taxpayer (date: 2018)

Amount of time you are available to give: Full amount as required

Why are you interested in serving on this committee? To help design a plan for Section 3 of the Rt 28 project that best meets the needs of the community. With a multi-modern design in mind, that addresses the needs of all, while maintaining the character of this section of town, keeping access and safety in the forefront.

Relevant affiliation and work and personal experiences Fire Captain, managing groups of employees, making emergent common sense decisions that held lives in the balance, Committee member for designing fire apparatus.

Resident of Teaticket for 35 years, being very familiar with roadways and traffic flow conditions. Landscape design.

Town offices held in Falmouth or elsewhere and dates of years served: Fire Captain - Falmouth Fire Rescue Department, 1980-2015

Briefly describe the particular skills you feel you will add to the committee: Good management skills, ability to provide common sense ideas, retired and will have abundant time available. Good design and construction abilities.

Sense of urgency for this design to be completed in time frame given.

List three (3) references:

	<u>Name</u>	<u>Title</u>	<u>Phone</u>
1.	Scott Thrasher	Deputy Chief/ Falmouth Fire	██████████
2.	Joseph Netto	Town Meeting Member	██████████
3.	Steve Augusta	Town Meeting Member	██████████

I hereby certify that I have been provided a summary of Massachusetts General Law 268A, the Conflict of Interest of Law, I have read the material provided including the Disclosure Instructions Form.

YES NO I am an abutter to Route 28 between Sandwich Rd and Oxbow Rd intersection, or an immediate family member is an abutter, or my employer is an abutter. *If yes, a conflict of interest disclosure must be completed and submitted.*

YES NO I am submitting a conflict of interest disclosure form.

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

11/23/18
DATE

James R. Marshall
APPLICANT'S SIGNATURE

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

**DISCLOSURE BY NON-ELECTED MUNICIPAL EMPLOYEE OF FINANCIAL INTEREST
AND DETERMINATION BY APPOINTING AUTHORITY
AS REQUIRED BY G. L. c. 268A, § 19**

MUNICIPAL EMPLOYEE INFORMATION	
Name:	James R. Marshall
Title or Position:	Route 28 Citizens Advisory Committee Applicant
Municipal Agency:	Board of Selectmen Committee
Agency Address:	59 Town Hall Square
Office Phone:	508-548-7611
Office E-mail:	selectmen@falmouthmass.us
	My duties require me to participate in a particular matter, and I may not participate because of a financial interest that I am disclosing here. I request a determination from my appointing authority about how I should proceed.
PARTICULAR MATTER	
Particular matter E.g., a judicial or other proceeding, application, submission, request for a ruling or other determination, contract, claim, controversy, charge, accusation, arrest, decision, determination, or finding.	Please describe the particular matter. Application to become a member of the Route 28 Citizens Advisory Committee
Your required participation in the particular matter: E.g., approval, disapproval, decision, recommendation, rendering advice, investigation, other.	Please describe the task you are required to perform with respect to the particular matter. Advise Selectmen with regard to the best design to move forward with for section 3 of the proposed Route 28 construction project.
FINANCIAL INTEREST IN THE PARTICULAR MATTER	
Write an X by all that apply.	<input checked="" type="checkbox"/> I have a financial interest in the matter. <input type="checkbox"/> My immediate family member has a financial interest in the matter. <input type="checkbox"/> My business partner has a financial interest in the matter. <input type="checkbox"/> I am an officer, director, trustee, partner or employee of a business organization, and the business organization has a financial interest in the matter. <input type="checkbox"/> I am negotiating or have made an arrangement concerning future employment with a person or organization, and the person or organization has a financial interest in the matter.

Financial interest in the matter	Please explain the financial interest and include a dollar amount if you know it. The possible increase or decrease in the value of my residential property.
Employee signature:	<i>James R. Marshall</i>
Date:	11/23/18

DETERMINATION BY APPOINTING OFFICIAL

APPOINTING AUTHORITY INFORMATION	
Name of Appointing Authority:	
Title or Position:	
Agency/Department:	
Agency Address:	
Office Phone:	
Office E-mail	
DETERMINATION	
Determination by appointing authority:	As appointing official, as required by G.L. c. 268A, § 19, I have reviewed the particular matter and the financial interest identified above by a municipal employee. I have determined that the financial interest is not so substantial as to be deemed likely to affect the integrity of the services which the municipality may expect from the employee.
Appointing Authority signature:	
Date:	
Comment:	

Attach additional pages if necessary.

The appointing authority shall keep this Disclosure and Determination as a public record.



TOWN OF FALMOUTH

ROUTE 28 CITIZENS ADVISORY COMMITTEE
APPLICATION FORM

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Name: Alison Leschen

Address: 15 Lantern Ln Village: Falmouth Center ZIP: 02540

Mailing Address: 15 Lantern Ln Village: Falmouth Center ZIP: 02540

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident X (date: 2002) / Taxpayer _____ (date: _____)

Amount of time you are available to give: 3-4 hrs/week

Why are you interested in serving on this committee? I am an avid biker both for recreation and transportation, and advocate for safe biking infrastructure. But I also understand the concerns of Teaticket residents and businesses, and understand there needs to be a balance. I think the MassDOT Complete Streets regs, while good in principle, go overboard in their requirements for an area like the Rt 28 corridor. I am interested in finding a workable compromise that provides safe bike/ped/wheelchair/stroller access along a very busy stretch of road, while not totally destroying the existing character.

Relevant affiliation and work and personal experiences: Member and Secretary, Friends of Falmouth Bikeways.

Former Director of the Waquoit Bay Research Reserve, where I worked with people with many diverse interests to find workable solutions. Have led Strategic Planning Workshops for The 300 Committee (twice) and 2 other Cape Land Trusts. In the spirit of the book, Getting to Yes, my approach is to define needs/hopes (rather than taking positions) and to look for creative ways to meet those needs.

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

List three (3) references:

	<u>Name</u>	<u>Title</u>	<u>Phone</u>
1.	<u>Leonard Johnson</u>	<u>Past President, The 300 Committee</u>	<u>[REDACTED]</u>
2.	<u>Emily Kellndorfer</u>	<u>Attorney; Past President, The 300 Committee</u>	<u>[REDACTED]</u>
3.	<u>Jessica Whritenour</u>	<u>Exec. Director, The 300 Committee</u>	<u>[REDACTED]</u>

I hereby certify that I have been provided a summary of Massachusetts General Law 268A, the Conflict of Interest of Law, I have read the material provided including the Disclosure Instructions Form.

YES NO I am an abutter to Route 28 between Sandwich Rd and Oxbow Rd intersection, or an immediate family member is an abutter, or my employer is an abutter. *If yes, a conflict of interest disclosure must be completed and submitted.*

YES NO I am submitting a conflict of interest disclosure form.

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

11/
DATE


APPLICANT'S SIGNATURE

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



TOWN OF FALMOUTH

ROUTE 28 CITIZENS ADVISORY COMMITTEE
APPLICATION FORM

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Name: JOHN W. SYLVIA, SR.

Address: 301 CARRIAGE SHOP RD Village: E. FALMOUTH ZIP: 02536

Mailing Address: P.O. BOX 381 Village: E. FALMOUTH ZIP: 02536

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident 68 yrs (date: 6/1/50) / Taxpayer 54 yrs (date: 1964)

Amount of time you are available to give: Quite a week

Why are you interested in serving on this committee? Having lived my whole life in the Town of Falmouth I have concerns of what makes Falmouth a unique Cape Cod town.

Relevant affiliation and work and personal experiences Working 54 yrs in Construction in the Town of Falmouth.

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

Briefly describe the particular skills you feel you will add to the committee: First hand experience of working and driving in the Town of Falmouth.

List three (3) references:

	<u>Name</u>	<u>Title</u>	<u>Phone</u>
1.	James Cummings Sr.	Sheriff	[REDACTED]
2.	David Vieira	State Rep.	[REDACTED]
3.	Eric Turkington	Ex. State Rep.	[REDACTED]

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YES NO I am an abutter to Route 28 between Sandwich Rd and Oxbow Rd intersection, or an immediate family member is an abutter, or my employer is an abutter. *If yes, a conflict of interest disclosure must be completed and submitted.*

YES NO I am submitting a conflict of interest disclosure form.

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

12/3/15
DATE

[Signature]
APPLICANT'S SIGNATURE

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



TOWN OF FALMOUTH

ROUTE 28 CITIZENS ADVISORY COMMITTEE
APPLICATION FORM

If you are interested in serving the Town of Falmouth in any capacity, please fill out this form and mail it to: The Board of Selectmen, Falmouth Town Hall, 59 Town Hall Square, Falmouth, MA 02540. Information received will be available to all Town Boards and Officials, although the filling out of this form does not assure appointment. If selected for an interview, you may wish to submit a resume or additional information. This form and a listing of all boards and committees can be found on the Falmouth website: www.falmouthmass.us.

Name: GREGG M BERKLEY

Address: 49 REDLAUDS RD Village: E. FAL ZIP: 02536

Mailing Address: SAME Village: _____ ZIP: _____

(c) Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident 21 yrs (date: _____) / Taxpayer 21 yrs (date: _____)

Amount of time you are available to give: 5-8 HR/WK

Why are you interested in serving on this committee? I WOULD LIKE TO GIVE BACK TO THE COMMUNITY

Relevant affiliation and work and personal experiences PLEASE SEE ATTACHED RESUME

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

Briefly describe the particular skills you feel you will add to the committee: 41 yrs OF HEAVY/HIGHWAY CONSTRUCTION EXPERIENCE

BUILDING ROADS - HIGHWAY - BRIDGES

List three (3) references:

	<u>Name</u>	<u>Title</u>	<u>Phone</u>
1.	ANDY BREWER	VICE PRESIDENT	P.S. KEATING [REDACTED]
2.	KEVIN CASSIDY	MASSDOT DIST 5	[REDACTED]
3.	MARK JENKINS	CONST. GENERAL SUPERINTENDENT AGGREGATE INDUST.	[REDACTED]

I hereby certify that I have been provided a summary of Massachusetts General Law 268A, the Conflict of Interest of Law, I have read the material provided including the Disclosure Instructions Form.

YES NO I am an abutter to Route 28 between Sandwich Rd and Oxbow Rd intersection, or an immediate family member is an abutter, or my employer is an abutter. *If yes, a conflict of interest disclosure must be completed and submitted.*

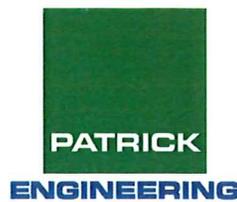
YES NO I am submitting a conflict of interest disclosure form.

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

3 Dec 2018
DATE


APPLICANT'S SIGNATURE

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



Gregg M. Berkley, Construction Services Manager

Years of Experience
Began career in industry:
1977
Joined Patrick: 2017

Education
B.S., Civil Engineering,
Roger Williams
University, 1987

Certificate in Project
Management, UMass
Lowell

Registration
Construction Supervisor
License (unrestricted):
MA
Hoisting Engineer
License: MA
Wastewater Treatment
Plant Operators
License: MA DEP

Training/Certifications
OSHA 40-Hour
First Aid/CPR
MA DEP, License Title V
Septic System Installer
Certified HMA Paving
Inspector
SPECTRA-PHYSICS, Laser
Operator
Training/Qualification
OSHA "Competent
Person" Construction
Standard for
Excavations
USACE Construction
Quality Management
for Contractors
Asbestos Class II Roofing
Work Training
SPECTRA-PHYSICS, Laser
Operator
Training/Qualification
MBTA – R.O.W. Safety
Training: No. 19000
G & W Safety Training

Mr. Berkley started in the construction industry in 1977 as a union laborer in the heavy/highway construction industry and worked his way up through the ranks while obtaining a B.S. in Civil Engineering and eventually joining Patrick in 2017. His responsibilities span all aspects of construction management including project management, construction operation development and review, design reviews, cost estimating, scheduling, contract language evaluation, constructability reviews, and safety.

Prior to coming to Patrick Engineering, Mr. Berkley worked for 40 years in the marine and heavy/highway construction sectors. He worked with agencies such as MassDOT, ACOE, USCG, USANG, USN and the USAF. In addition to his experience in directly managing and constructing projects, he is an expert at HCSS Construction estimating software and established procedures and policies for corporate estimating.

Professional Experience

O'Shaughnessy Hydro Turbine Facility Improvement, Dublin, Ohio (2018 – Present)

Supported design team with analysis of contract documents to validate, schedule, cost, and resources for design and preconstruction services. Performed estimate and constructability review for preconstruction scope.

MBTA: Red Line & Orange Line Infrastructure Improvements Program, Contract No. R196PS03 [2017 – Present], Contract & Change Manager for the Program responsible for review of RFI's, Non-Conformance Reports and related project correspondence that may initiate changes or identify potential impacts to the project. When a change or impact is deemed appropriate, coordinate with PHM Project Controls Manager to have an Independent Cost Estimate (ICE) and detailed Time Impact Analysis (TIA) as needed. Lead negotiations with the Contractor for all changes and claims.

Allston Interchange/Beacon Park Yard and West Station [2017–Present], Massachusetts Department of Transportation, *Boston, Massachusetts*

Estimator and Constructability development. Responsible for estimating one of 4 options in support of Patrick's efforts to perform an independent cost and schedule analysis, and Life-Cycle costs for the Allston I-90 Relocation Project. The project includes 4 options that relocate the highway and commuter rail tracks to straighten out the highway and to open up land owned by Harvard for development. The project also includes the creation of a commuter rail staging yard and new station at the former CSX storage yard.

Riverside Station Capacity Expansion [2018]

Massachusetts Bay Transportation Authority, *Boston, MA*

Estimator and constructability reviewer for the development of cost estimates, schedule, and constructability associated with the platform and yard/building expansion at the MBTA Riverside station and car house facility.



***Roadway Reconstruction Projects, Various Locations [2016–2017], P.J. Keating, Lunenburg, Massachusetts**

Construction Operations Manager responsible for all construction projects for the P.J. Keating firm. The construction division consisted of foreman and related workforce along with the Assistant C.O.M., Project Managers, Superintendents and Project Engineers.

***Roadway Reconstruction Projects, Various Locations [2014–2016], P.J. Keating, Lunenburg, Massachusetts**

Senior Project Manager for estimating and project management duties, primarily for MassDOT bridges, highway and roadway reconstruction/construction jobs. Responsibilities included establishing project schedules, subcontracts, purchase orders, change order procedures, and contract compliance; developing and processing change orders and claims; Organizing and preparing submittal packages; and managing and supporting the field supervisory staff for all MassDOT projects.

MassDOT: Resurfacing & Related Work (Including Repair of 3 Bridges) Section of Route 88 Main Highway Westport, MA, MassDOT, District 5, Taunton, MA

Lead Estimator and Project Manager. Temporarily supported and jacked the Route 88 bridge over Old County Road. Reconstructed the beam seats and installed new bearing pads. Performed structural and concrete repairs to concrete columns. Milled a 3 mile section of Route 88 to a depth of 2.5", furnished and placed 2.5" of Hot Mix Asphalt (HMA), excavated and removed the existing gores, replaced with HMA, removed existing drainage structures and replaced in kind, re-adjusted drainage castings, cleaned all drainage structures and drainage piping, removed/reset granite curb and sloped edging, pavement markings and roadway signage, complied with SWPPP and Conservation requirements, and traffic control.

MassDOT: Roadway Resurfacing & Related Work Along Sec of Route 9 Westboro/Southboro MA, MassDOT, District 3, Worcester, MA

Lead Estimator and Project Manager. Removed Hot Mix Asphalt (HMA) from the bridge deck on Route 9 EB, furnished and installed a new membrane, and paved the deck with HMA. Milled 2.5" of HMA, furnished and placed 3" of HMA in two courses. Removed and reset granite curbing, furnished and installed additional drainage structures, repaired/reconstructed drainage outlets, constructed a drainage detention pond, re-adjusted drainage castings, cleaned drainage structures and piping, loam and seeding of disturbed areas and shoulders, installed pavement markings.

MassDOT: Roadway Resurfacing & Related Work Along Section of Rt. 495 (Including 7 Bridges) Lawrence/N Andover MA, MassDOT, District 4, Arlington, MA

Construction Operations Manager. Removed and replaced all bridge expansion joints, bridge deck repairs and reconstruction, milled Route 495 and connector roads and ramps at entire interchange. Furnished and placed Hot Mix Asphalt (HMA) over the milled surface. Furnished and installed granite curb, built concrete sidewalks, built three detention ponds with associated drainage structures and piping, adjusted castings, loamed and seeded all disturbed areas, new guardrail, reconstructed/rehabilitated concrete median barrier, cleaned drainage structures and piping.



MassDOT: Resurfacing & Related Work Along Section of Route 140 NB & SB Including 8 Bridges Taunton/Freetown/Lakeville, MA, MassDOT, District 5, Taunton, MA

Senior Project Manager. Major bridge deck and barrier wall reconstruction, bridge painting, removed and replaced all bridge expansion joints, bridge deck repairs and reconstruction, milled Route 140 and ramps. Furnished and placed Hot Mix Asphalt (HMA) over the milled surface. Furnished and installed granite curb, clearing and grubbing of trees, adjusted castings, loamed and seeded all disturbed areas, new guardrail, reconstructed/rehabilitated concrete median barrier, cleaned drainage structures and piping, pavement markings, roadway signage complied with SWPPP and Conservation requirements, installed traffic control.

MassDOT: Resurfacing & Related Work & Drainage Improvement Along I 84 Sturbridge, MA, MassDOT, District 3, Worcester, MA

Construction Operations Manager. Major bridge deck and barrier wall reconstruction, removed and replaced all bridge expansion joints, bridge deck repairs and reconstruction, built drainage retention ponds with associated drainage structures, piping and access roadways, milled Route 84 and ramps. Furnished and placed Hot Mix Asphalt (HMA) over the milled surface. Furnished and installed granite curb, clearing and grubbing of trees, adjusted castings, loamed and seeded all disturbed areas, new guardrail, reconstructed/rehabilitated concrete median barrier, cleaned drainage structures and piping, complied with SWPPP and Conservation requirements, installed traffic control.

***Site Development Projects [2010 – 2014]**, Greener Group, LLC, *Lowell, Massachusetts*
Chief Operating Officer for the strategic planning, business development, project estimating, and management of company and employees for heavy/civil, and site development, utility work, maintenance, landscape, hardscape and irrigation projects.

***Environmental Remediation Projects, [2007-2010]**, Charter Environmental, Inc., *Wilmington, Massachusetts*

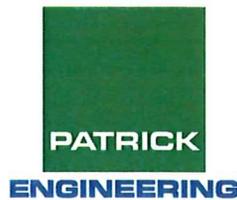
Project Manager for estimating and managing environmental remediation and civil construction projects for government and private sector clients. Supervised multidisciplinary personnel and procured subcontractors ranging from electricians and general contractors to specialty engineering. Tracked and monitored cost and schedules. Worked with clients on plan approvals and work plan approaches. Estimated heavy civil, utility and remediation projects. Solely responsible for establishing corporate procedures for use and updating of the HCSS Construction estimating software.

***Heavy Construction Estimating Projects [2005-2007]**, Baltazar Contractors, Inc., *Ludlow, Massachusetts*

Senior Project Engineer for estimating projects utilizing HCSS Estimating software. Established project schedules, subcontracts, purchase orders, change order procedures, and contract compliance issues. Developed and processed change orders and claims. Organized and prepared submittal packages. Performed on-site engineering and layout.

***Heavy/Highway Division Projects [2001-2005]**, Daniel O'Connell's Sons, *Holyoke, Massachusetts*

Chief Estimator for supervision of heavy/highway division projects including managing personnel and policies. Established and monitored estimating and administrative procedures. Assisted Project Managers and Supervisors with project scheduling,



subcontracts, purchase orders, change order procedures, and contract compliance issues.

***Construction Administration [1999-2001], P.A. LANDERS, Hanover, Massachusetts**

VP of Construction Administration responsible for supervising projects, personnel and policies of the Estimating Department. Established and monitored estimating and administrative procedures. Assisted Project Managers and Supervisors with project scheduling, subcontracts, purchase orders, change order procedures, and contract compliance issues. Member of the P. A. Landers, Inc. Executive Steering Committee.

***President/Treasurer [1988-1999], G.M. Berkley Corp., North Falmouth, Massachusetts**

Responsible for strategic planning, business development, project estimating, management of company and employees for heavy/civil, bridge, marine and site utility work.

***Commercial and Residential Construction [1986-1988], Cape Harbor Development Corporation, Barnstable, Massachusetts**

Head of Construction Division. Developed company's Construction Division, including hiring personnel, engineering, layout, equipment acquisition, coordination of material deliveries and subcontractor schedules for construction of a Falmouth Subdivision, a commercial and residential development in Bourne, and a Mashpee residential community with golf course.

***Commercial and Residential Construction [1983-1986], LAWRENCE LYNCH CORPORATION, Falmouth, Massachusetts.**

Estimator/Superintendent for complete project management from estimating to final project completion for both commercial and residential projects.

***Route 25 and Route 9 Roadway and Bridge Construction [1978-1983], Henley Lundgren Company, Shrewsbury, Massachusetts.**

Worked as a laborer, carpenter foreman's assistant and grade foreman for the construction of Route 25 in Wareham and the reconstruction of Route 9 and Speen Street, Natick-Framingham which included roadway and bridge construction.

***Sewer Main Project [1977-1978], Hydrodredge, Falmouth, MA, 1977-1978.**

Laborer/Survey Crew Worked with the survey crew on the layout of a forced sewer main project in Salem Harbor.

***Route 6 Resurfacing [2008-2009], Massachusetts Department of Transportation, Sandwich/Bourne, Massachusetts**

Project Manager for the resurfacing and related work including six bridges on Route 6 (Mid Cape Highway). The project included clearing & grubbing, drainage, milling, paving, guardrail, pavement markings, and signage. Responsible for the management of the project including superintendent and personnel, subcontractors, reviewing schedules, attending project meetings, examining site conditions, determining change orders, and reviewing scheduling and baselines. Point of contact for MassDOT.



***Route 28 Resurfacing [2008-2009]**, Massachusetts Department of Transportation, *Bourne, Massachusetts*

Project Manager for the resurfacing and related work along Route 28 (MacArthur Boulevard). The project included clearing & grubbing, drainage (300 structures and related RCP piping), milling, paving, guardrail, pavement markings, signage, (incl electronic message boards). Responsible for the management of the project including superintendent and personnel, subcontractors, reviewing schedules, attending project meetings, examining site conditions, determining change orders, and reviewing scheduling and baselines. Point of contact for MassDOT.

***Route 88 Resurfacing [2008-2009]**, Massachusetts Department of Transportation, *Massachusetts*

Project Manager for the resurfacing and related work along Route 88 (Main Highway Westport) including three bridges. The project included clearing & grubbing, bridge reconstruction, drainage, granite curb, milling, paving, guardrail, pavement markings

***MVY Cable Repair Project [1995]**, GM Berkley Corp, *Martha's Vineyard, Massachusetts*

Managed a dive project to locate, expose and bring a newly placed submarine electric cables to the surface to be repaired. The cable was placed from the Falmouth shore line, to Vineyard Haven, (Martha's Vineyard), After 10 weeks, 7 days a week, and 18 hour days, the fault in the 8" diameter cable was located in 60 feet of water and was buried 15' in the ocean floor. It took another four weeks to expose enough cable and obtain enough slack to get the damaged section on the deck of the barge for repair. Managed 4 divers, 8 deck hands, one tug, one car float with a 25 ton crane, five support boats, and two full time chefs for about 4 ½ months, 7 days a week, 16 - 18 hours a day to perform the work. To excavate the cable, an air lift vacuum system was built and exposed approximately ½ mile of cable. To bring the cable on deck to facilitate the repair, we designed and fabricated cradles to support the cable, and allowed the cable to move with the tide and the motion of the sea, but still allowed us to perform the repair work.

***The Lofts at Perkins Place [2007-2010]**, MIRA, *Lowell, Massachusetts*

Project Manager for the renovation of the mill buildings in the City of Lowell that were built in 1876. The existing building is five-story and contains over 200,000 square feet and was converted to 183 apartment units. The building structural repairs included removal of 70 - 12" x 18" -34 foot long southern yellow pine beams at various locations throughout the 500 foot long building, at an average height of 17 feet, and constructing and installing replacement beams utilizing LVL's. The building structure was modified to facilitate the installation of two elevators at two locations of the building. The building has a 32' wide river running down its entire length, and had deteriorated wood piles 8' on center in the riverbed. Beam pockets were constructed in the granite walls, (125 each), and the building temporarily supported to facilitate the installation of a double steel I-beam system to support the building over the river. A three story poured in place/steel framework parking garage was built for the project which included drilled foundations to span the underground man-made waterways.

***ATON Structure Construction [1996]**, U.S. Coast Guard, *Boston, Massachusetts*

Constructed two separate Battered Pile ATON structures, each comprised of two, 12" diameter, 80' long, schedule 80 galvanized steel pipe, and one vertical pile all driven to refusal, and constructed an access way and platform for the navigation equipment.



***ATON Structure Construction [1996]**, U.S. Coast Guard, *Woods Hole, Massachusetts*
Constructed two separate Battered Pile ATON structures, each comprised of two, 12" diameter, 80' long, schedule 80 galvanized steel pipe, and one vertical pile all driven to refusal, and constructed an access way and platform for the navigation equipment. Constructed one single steel pile and platform for navigation equipment. Constructed a stone rip rap foundation within the Woods Hole passage, formed, placed reinforcing steel and poured a concrete foundation via helicopters, and placed a free standing skeleton tower ATON structure on the concrete foundation.

***ATON Structure Construction [1996]**, U.S. Coast Guard, *Hyannis, Massachusetts*
Removed and existing wooden ATON structure, formed, placed reinforcing steel and poured a concrete foundation (approximately 40 cu yds of concrete, via helicopters, reconfigured the existing stone rip rap to construct a boat basin for access to the platform. Furnish and installed a 30' high, 8' diameter fabricated steel tower, (ATON Structure), and anchored on the newly poured concrete foundation.

***Platform Construction [1995]**, U.S. Coast Guard, *Boston, Massachusetts*
Constructed a platform and a boat basin access way to Graves Light, Boston Harbor, which is 9 miles off the coast of downtown Boston. Drilled rock sockets 4' deep into the existing rock, furnished and installed 7 - 30' long, 8" diameter schedule 80 steel pipe and grouted into the drilled rock. Constructed steel framework and constructed a 30' long x 8' wide timber walkway with rails, ladder and davit crane.

***Boat Ramp and Parking Construction [1994]**, Massachusetts Public Access Board, *Wareham River, Massachusetts*
Constructed a concrete boat ramp and parking area. Furnished and installed a temporary steel sheeted cofferdam, dewatering, excavation, placed crushed stone foundation, formed, placed reinforcing steel, poured and finished the concrete boat ramp. Furnished and drove 12" diameter 40' long pressure treated timber piles and constructed a timber walkway, and complete float system with aluminum gangway to access the boat ramp. Performed site work, drainage, granite curb and paved a parking area, with landscaping.

***Boat Ramp and Parking Construction [1996]**, Massachusetts Public Access Board, *Westport River, Massachusetts*
Constructed a concrete boat ramp and parking area. Constructed a dewatering basin, hydraulically dredged the outer edges of the proposed boat ramp. Furnished and installed a temporary steel sheeted cofferdam, dewatering, excavation, placed crushed stone foundation, formed, placed reinforcing steel, poured and finished the concrete boat ramp. Furnished and drove 12" diameter 40' long pressure treated timber piles and constructed a timber walkway, and complete float system with aluminum gangway to access the boat ramp. Performed site work, drainage, poured in place concrete retaining walls, rip rap stone slope protection, granite curb and paved the parking area, landscaping.

***Boat Ramp and Parking Construction [1997]**, Massachusetts Public Access Board, *Black Rock Creek, Massachusetts*
Constructed a concrete boat ramp and parking area. Furnished and installed a temporary steel sheeted cofferdam, dewatering, excavation, placed crushed stone foundation, formed, placed reinforcing steel, poured and finished the concrete boat ramp. Furnished



and drove 12" diameter 40' long pressure treated timber piles and constructed a timber walkway, and complete float system with aluminum gangway to access the boat ramp. Performed site work, drainage, poured in place concrete retaining walls, rip rap stone slope protection, granite curb and paved the parking area, landscaping.

***Ipswich Mills Dam Fish/Ladder Construction [1994]**, Massachusetts Department of Environmental Management, *Ipswich, Massachusetts*

Set up a temporary sandbag/precast concrete block cofferdam in the river, (ledge bottom, could not utilize steel sheeting). An around the clock dewatering system was installed and maintained and the river bed was prepared for the fish ladder foundation. Constructed the tie in to the existing dam. Formed and placed reinforcing steel, poured the concrete foundation, formed and placed reinforcing steel, and poured the fish ladder. Constructed and installed the wood baffles. All work was performed in the winter months.

***Heavy Roadway Construction Projects**, Massachusetts Department of Transportation, *Massachusetts*

Project Estimation for various roadway, bridge, retaining wall and related work. These project included erosion control measures (including SWPPP as applicable), base line and monthly schedule updates, traffic safety plans (TMP), traffic control, submittals, pre-construction meetings, bi-weekly project meetings, project correspondence, change orders (EWO), differing site conditions, final determination and resolution of any and all. Specific projects are provided herein.

- Resurfacing & Related Work On Section of Route 6 Mid Cape Highway (Including 6 Bridges) Sandwich/Bourne
- Resurfacing & Related Work Along Section of Route 28 (Macarthur Blvd)
- Resurfacing & Related Work (Including Repair of 3 Bridges) Sec of Route 88 Main Highway Westport
- Roadway Resurfacing & Related Work Along Sec of Route 9 Westboro/Southboro
- Roadway Resurfacing & Related Work Along Sec Of495 (Including 7 Bridges) Lawrence/N Andover
- Roadway Resurfacing & Related Work Along Sec Of495 Franklin
- Resurfacing Pavement Preservation & Related Work Along Sec of 495 Franklin/Mansfield
- Resurfacing & Related Work Including Signals Along Section of Route 9 Worcester St Wellesley
- Resurfacing & Related Work Along Section of Route 140 NB & SB Including 8 Bridges Taunton/Freetown/Lakeville
- Roadway Reconstruction & Related Work Along Section of Route 6 Huttleston Ave Fairhaven
- Roadway Reconstruction & Related Work Along Section of Route 32 West Royalston Rd. Athol
- Resurfacing & Related Work of a Section of Burnshirt Rd. Hubbardston
- Resurfacing & Related Work & Drainage Improvement Along I 84 Sturbridge
- Resurfacing & Related Work Including 6 Bridges Along I290 Worcester
- Resurfacing & Related Work On Section of I95 North Attleboro



- Resurfacing & Related Work Along Section of Route 119 D3 Various - Pepperell/Groton/Littleton
- Resurfacing, Retaining Wall Replacement & Related Work at Various D3 Locations
- Colt State Park Bike Path Connector
- Hfst - High Friction Surface Treatment, Paving Repairs & Related Work Along Section of Route 2 & I290 & 495 - Auburn/Fitchburg/Marlboro
- D3 Area C Resurfacing & Related Work at Various Locations in Area C

**Prior to joining Patrick Engineering Inc.*



TOWN OF FALMOUTH

ROUTE 28 CITIZENS ADVISORY COMMITTEE
APPLICATION FORM

If you are interested in serving the Town of Falmouth in any capacity, please fill out this form and mail it to: The Board of Selectmen, Falmouth Town Hall, 59 Town Hall Square, Falmouth, MA 02540. Information received will be available to all Town Boards and Officials, although the filling out of this form does not assure appointment. If selected for an interview, you may wish to submit a resume or additional information. This form and a listing of all boards and committees can be found on the Falmouth website: www.falmouthmass.us.

Name: Rachel Howard

Address: 391 Teaticket Hwy Village: Teaticket ZIP: 02536

Mailing Address: 391 Teaticket Hwy Village: Teaticket ZIP: 02536

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident _____ (date: _____) / Taxpayer (date: 12/16)

Amount of time you are available to give: 5-10 hours/week

Why are you interested in serving on this committee? Route 28 is the main artery in town. It's disposition affects the safety and convenience of all residents and tourists.

Relevant affiliation and work and personal experiences As someone who built and opened bookstores nationwide, I have studied population demographics, traffic flow, and construction timelines/logistics.

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

Briefly describe the particular skills you feel you will add to the committee: I am both organized and methodical. I have worked on and led large committees.

including on military bases, which are essentially small cities

List three (3) references:

	<u>Name</u>	<u>Title</u>	<u>Phone</u>
1.	Pat Bishop	retired firefighter	[REDACTED]
2.	Donna Skinner	librarian	[REDACTED]
3.	Kaitlyn Martin	teacher	[REDACTED]

I hereby certify that I have been provided a summary of Massachusetts General Law 268A, the Conflict of Interest of Law, I have read the material provided including the Disclosure Instructions Form.

YES NO I am an abutter to Route 28 between Sandwich Rd and Oxbow Rd intersection, or an immediate family member is an abutter, or my employer is an abutter. *If yes, a conflict of interest disclosure must be completed and submitted.*

YES NO I am submitting a conflict of interest disclosure form.

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

29 November 2018
DATE

Rachel Howard
APPLICANT'S SIGNATURE

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

**DISCLOSURE BY NON-ELECTED MUNICIPAL EMPLOYEE OF FINANCIAL INTEREST
AND DETERMINATION BY APPOINTING AUTHORITY
AS REQUIRED BY G. L. c. 268A, § 19**

	MUNICIPAL EMPLOYEE INFORMATION
Name:	
Title or Position:	
Municipal Agency:	
Agency Address:	
Office Phone:	
Office E-mail:	
	My duties require me to participate in a particular matter, and I may not participate because of a financial interest that I am disclosing here. I request a determination from my appointing authority about how I should proceed.
	PARTICULAR MATTER
Particular matter E.g., a judicial or other proceeding, application, submission, request for a ruling or other determination, contract, claim, controversy, charge, accusation, arrest, decision, determination, or finding.	Please describe the particular matter.
Your required participation in the particular matter: E.g., approval, disapproval, decision, recommendation, rendering advice, investigation, other.	Please describe the task you are required to perform with respect to the particular matter.
	FINANCIAL INTEREST IN THE PARTICULAR MATTER
Write an X by all that apply.	<input checked="" type="checkbox"/> I have a financial interest in the matter. <input type="checkbox"/> My immediate family member has a financial interest in the matter. <input type="checkbox"/> My business partner has a financial interest in the matter. <input type="checkbox"/> I am an officer, director, trustee, partner or employee of a business organization, and the business organization has a financial interest in the matter. <input type="checkbox"/> I am negotiating or have made an arrangement concerning future employment with a person or organization, and the person or organization has a financial interest in the matter.

Financial interest in the matter	Please explain the financial interest and include a dollar amount if you know it. <i>I live on Teahicket Hwy.</i>
Employee signature:	<i>Rachel Howard</i>
Date:	<i>29 November 2018</i>

DETERMINATION BY APPOINTING OFFICIAL

APPOINTING AUTHORITY INFORMATION	
Name of Appointing Authority:	
Title or Position:	
Agency/Department:	
Agency Address:	
Office Phone:	
Office E-mail	
DETERMINATION	
Determination by appointing authority:	As appointing official, as required by G.L. c. 268A, § 19, I have reviewed the particular matter and the financial interest identified above by a municipal employee. I have determined that the financial interest is not so substantial as to be deemed likely to affect the integrity of the services which the municipality may expect from the employee.
Appointing Authority signature:	
Date:	
Comment:	

Attach additional pages if necessary.

The appointing authority shall keep this Disclosure and Determination as a public record.



TOWN OF FALMOUTH

ROUTE 28 CITIZENS ADVISORY COMMITTEE APPLICATION FORM

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Name: MARY PATRICIA BARRY

Address: 26 QUEEN ST. Village: DOWNTOWN ZIP: 02540

Mailing Address: 26 QUEEN ST. Village: " " ZIP: " "

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident 8 YRS (date:) / Taxpayer 13 YRS (date:)

Amount of time you are available to give: whatever is required

Why are you interested in serving on this committee? This is an important issue that will impact our Town for years to come and I believe I can contribute by making sure recommendations are based on independent, objective review of facts.

Relevant affiliation and work and personal experiences 30 years as Management Analyst with Federal Government. 3 years on Fairfax County Task Force Conducting Long Range Transportation Planning for Metro Station; Fairfax, VA. Federal career included Department of Transportation.
Town offices held in Falmouth or elsewhere and dates of years served: none.

Briefly describe the particular skills you feel you will add to the committee: Independent, objective, analytic review skills; conducting reviews to make recommendations that are realistic and fiscally responsible; listening; working on task-forces,

committees, working groups.

List three (3) references:

Name	Title	Phone
1. Ralph Wadleigh	Edmouth Genealogical Society Edmouth Chordle.	[REDACTED]
2. Tamsen George	President, Board of Directors Edmouth Historical Society	[REDACTED]
3. Alice Welch, Commissioner, MA Board of Library Commissioners		[REDACTED]

I hereby certify that I have been provided a summary of Massachusetts General Law 268A, the Conflict of Interest of Law, I have read the material provided including the Disclosure Instructions Form.

YES NO I am an abutter to Route 28 between Sandwich Rd and Oxbow Rd intersection, or an immediate family member is an abutter, or my employer is an abutter. *If yes, a conflict of interest disclosure must be completed and submitted.*

YES NO I am submitting a conflict of interest disclosure form.

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

12/4/2018
DATE

Mary Patricia Burrey
APPLICANT'S SIGNATURE

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



TOWN OF FALMOUTH

**ROUTE 28 CITIZENS ADVISORY COMMITTEE
APPLICATION FORM**

If you are interested in serving the Town of Falmouth in any capacity, please fill out this form and mail it to: The Board of Selectmen, Falmouth Town Hall, 59 Town Hall Square, Falmouth, MA 02540. Information received will be available to all Town Boards and Officials, although the filling out of this form does not assure appointment. If selected for an interview, you may wish to submit a resume or additional information. This form and a listing of all boards and committees can be found on the Falmouth website: www.falmouthmass.us.

Name: MICHAEL PAVAN

Address: 100 SAINT MARKS RD Village: TEATICKEE ZIP: 02536

Mailing Address: SAME Village: _____ ZIP: _____

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident 17 YR (date: _____) / Taxpayer _____ (date: _____)

Amount of time you are available to give: NOT TUESDAY EVENINGS

Why are you interested in serving on this committee? I CARE ABOUT MAINTAINING THE CHARACTER OF FALMOUTH

Relevant affiliation and work and personal experiences 30 YEARS OF TRANSPORTATION EMPLOYMENT AS DRIVER, DISPATCHER, & SUPERVISOR FOR TAXIS, BUSES, AND TRUCKS. I LIKE TO BICYCLE,

Town offices held in Falmouth or elsewhere and dates of years served: ROUTE 30 CITIZENS ADVISORY COMMITTEE IN NEWTON MA (180s)

Briefly describe the particular skills you feel you will add to the committee: HAVE WORKED ON A SIMILAR COMMITTEE. I KNOW IT NEEDS TO BE A COLLABERATIVE

ENDEAVOR, I'VE COMPARED FALMOUTH'S RT 28 TO ROUTE 28 TO CHATHAM AND RT 6A. CAN READ BLUEPRINTS & PLANS, MAKE FIELD VISITS, AND MAKE RECOMMENDATIONS

List three (3) references:

	<u>Name</u>	<u>Title</u>	<u>Phone</u>
1.	URSULA BOYCE	27 WILD HARBOR RD, N. FAL CITIZEN	[REDACTED]
2.	DONALD DYER	84 ANTONI AV, E. FAL CITIZEN	[REDACTED]
3.	ANNE OBERTEUFFER	21 STOWERS ST, FEATZCHET CITIZEN	[REDACTED]

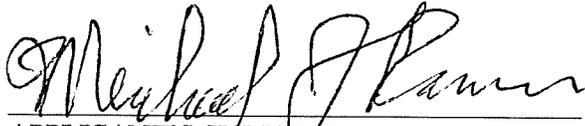
I hereby certify that I have been provided a summary of Massachusetts General Law 268A, the Conflict of Interest of Law, I have read the material provided including the Disclosure Instructions Form.

YES NO I am an abutter to Route 28 between Sandwich Rd and Oxbow Rd intersection, or an immediate family member is an abutter, or my employer is an abutter. *If yes, a conflict of interest disclosure must be completed and submitted.*

YES NO I am submitting a conflict of interest disclosure form.

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

12/5/18
DATE


APPLICANT'S SIGNATURE

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

left voicemail 12/6
✓ will attend



TOWN OF FALMOUTH

ROUTE 28 CITIZENS ADVISORY COMMITTEE
APPLICATION FORM

If you are interested in serving the Town of Falmouth in any capacity, please fill out this form and mail it to: The Board of Selectmen, Falmouth Town Hall, 59 Town Hall Square, Falmouth, MA 02540. Information received will be available to all Town Boards and Officials, although the filling out of this form does not assure appointment. If selected for an interview, you may wish to submit a resume or additional information. This form and a listing of all boards and committees can be found on the Falmouth website: www.falmouthmass.us.

Name: A. JOHN ALVES

Address: 570 TEATICKET HWY Village: TEATICKET ZIP: 02436

Mailing Address: SAME AS ABOVE Village: TEATICKET ZIP: 02436

Telephone: [REDACTED] Email: none

How long have you been a 55 YRS Resident 2/1/71 (date:) / Taxpayer YES (date: 1971)

Amount of time you are available to give: RETIRED

Why are you interested in serving on this committee? OWN HOME TWO FARMS ON TEATICKET HWY, CHIPPER SHIP FARMS

Relevant affiliation and work and personal experiences Town Meeting member 48 years,

Town offices held in Falmouth or elsewhere and dates of years served: Town meeting member Precinct 3

Briefly describe the particular skills you feel you will add to the committee: OWN PROPERTY ON TEATICKET HWY 55 YEARS (TAXPAYER)

List three (3) references:

	<u>Name</u>	<u>Title</u>	<u>Phone</u>
1.	James F. Moody Jr.	11/27/18	[REDACTED]
2.	Patricia O'Connell	11/27/18	[REDACTED]
3.	Quinn C. Balducci	11/27/18	[REDACTED]

I hereby certify that I have been provided a summary of Massachusetts General Law 268A, the Conflict of Interest of Law, I have read the material provided including the Disclosure Instructions Form.

YES NO I am an abutter to Route 28 between Sandwich Rd and Oxbow Rd intersection, or an immediate family member is an abutter, or my employer is an abutter. *If yes, a conflict of interest disclosure must be completed and submitted.*

YES NO I am submitting a conflict of interest disclosure form.

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

11/27/18
DATE

[Signature]
APPLICANT'S SIGNATURE

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

**DISCLOSURE BY NON-ELECTED MUNICIPAL EMPLOYEE OF FINANCIAL INTEREST
AND DETERMINATION BY APPOINTING AUTHORITY
AS REQUIRED BY G. L. c. 268A, § 19**

MUNICIPAL EMPLOYEE INFORMATION	
Name:	
Title or Position:	
Municipal Agency:	
Agency Address:	
Office Phone:	
Office E-mail:	
	My duties require me to participate in a particular matter, and I may not participate because of a financial interest that I am disclosing here. I request a determination from my appointing authority about how I should proceed.
PARTICULAR MATTER	
Particular matter E.g., a judicial or other proceeding, application, submission, request for a ruling or other determination, contract, claim, controversy, charge, accusation, arrest, decision, determination, or finding.	Please describe the particular matter.
Your required participation in the particular matter: E.g., approval, disapproval, decision, recommendation, rendering advice, investigation, other.	Please describe the task you are required to perform with respect to the particular matter.
FINANCIAL INTEREST IN THE PARTICULAR MATTER	
Write an X by all that apply.	<input checked="" type="checkbox"/> I have a financial interest in the matter. <input checked="" type="checkbox"/> My immediate family member has a financial interest in the matter. <input checked="" type="checkbox"/> My business partner has a financial interest in the matter. <input type="checkbox"/> I am an officer, director, trustee, partner or employee of a business organization, and the business organization has a financial interest in the matter. <input type="checkbox"/> I am negotiating or have made an arrangement concerning future employment with a person or organization, and the person or organization has a financial interest in the matter.

Financial interest in the matter	Please explain the financial interest and include a dollar amount if you know it.
Employee signature:	
Date:	

DETERMINATION BY APPOINTING OFFICIAL

APPOINTING AUTHORITY INFORMATION	
Name of Appointing Authority:	
Title or Position:	
Agency/Department:	
Agency Address:	
Office Phone:	
Office E-mail	
DETERMINATION	
Determination by appointing authority:	As appointing official, as required by G.L. c. 268A, § 19, I have reviewed the particular matter and the financial interest identified above by a municipal employee. I have determined that the financial interest is not so substantial as to be deemed likely to affect the integrity of the services which the municipality may expect from the employee.
Appointing Authority signature:	
Date:	
Comment:	

Attach additional pages if necessary.

The appointing authority shall keep this Disclosure and Determination as a public record.

Planning Board designee: Charlotte Harris

Bikeways Committee designee: Ben Harden

Commission on Disabilities designee: TBD

Questions Relating to Plans and Planning Roles and Responsibilities

1. The Board of Selectmen produces a Strategic Plan (aka Long-Range Plan) (see in the Charter C3-3A and B); the Planning Board has been asked to manage the Local Comprehensive Plan (LCP) (aka Master Plan) (see C4-6C); and the Town Manager develops a Capital Improvement Plan (see C 8-6A and B) for the Board of Selectmen; and they are defined at C9 - 12.
 - a. How well do those with assigned responsibility for one plan understand the work of others and coordinate with them?
 - b. Does the Planning Board see the LCP as a high priority among its other tasks?
 - c. How well do those developing plans communicate with advisory or regulatory committees or commissions for input to the plans either before they are drafted or after?
 - d. If the LCP horizon has a 50-year perspective and the Strategic plan has one of 5-years, how are the critical years between managed?
 - e. Are some plans understood to be broader/more visionary and some narrower/more pragmatic? Should one be subordinate to the other?
2. Section C3-3B reads: *The Board [of Selectmen] shall hold a joint meeting, at the very least twice per year, with the Planning Board devoted exclusively to consideration of the town's Master Plan and other planning initiatives.*
 - a. Is the LCP getting its needed attention?
 - b. Can the Charter clarify the relationships and responsibilities of the plans? If not, how can this be accomplished?
3. There are numerous Commissions and Boards which sometimes have overlapping responsibilities (e.g. Planning; ZBA; ConComm; FinComm; Historical Commission, as well as others you may interact with). Is there a need to more precisely track and monitor these responsibilities? If so, how should that be done?
4. The chairs of town governing entities exercise significant authority. Should chairs have some training to assist in managing their groups effectively? Who is responsible for that?
5. The relationship between boards/committees/commissions and their town-employed administrators has undergone transition since the current Charter was written. One issue is whether clarifying and defining that relationship should be detailed in the Charter or placed in a by-law or regulation, where it can be more flexible.
 - a. Do you feel comfortable with the relationship definition?
 - b. Do you feel that there are adequate methods of evaluating employee performance?
 - c. Does any of that belong in Charter language?
6. By-law review has not happened on a systematic, on-going basis despite a recent Charter language amendment.
 - a. Land use by-laws are currently being reviewed by a contracted professional. Is that the most satisfactory method for other areas as well?
 - b. Should citizen committees be involved at any stage?
 - c. How often is review needed?

**TOWN OF FALMOUTH
OFFICE OF TOWN COUNSEL
MEMORANDUM**

TO: CHARTER REVIEW COMMITTEE
FROM: FRANK K. DUFFY, TOWN COUNSEL
SUBJECT: MASTER PLAN AND OTHER PLANS
DATE: 10/29/2018
CC: JULIAN SUSO, PETER JOHNSON-STAU, JIM FOX, JENNIFER PETIT AND TOM BOTT

I

MASTER PLAN

A Master Plan, also known as a Comprehensive Plan, is authorized by G.L. c. 41, s. 81D. The Planning Board creates the Master Plan and from time to time “may extend or perfect such plan.” The Master Plan is a statement through maps, text, illustrations or other forms of communications that is designed to provide a basis for decision making regarding the long term physical development of the municipality.

A master plan typically consists of the following elements:

- a. Goals and policy statements for future growth and development;
- b. Present and proposed public and private land uses;
- c. Housing needs and objectives;
- d. Economic development and expansion or stabilization of the local economic base and employment;
- e. Natural and cultural resources and policies and strategies for protection and management of such resources which includes historic resources;
- f. Open space and recreation and policies and strategies for protection and management of such resources;
- g. Services and facilities used by the public;
- h. Transportation systems; and

- i. Programs and schedules of actions necessary to achieve the objectives of each element of the plan.

Additional elements of a Master Plan could include sustainability, climate and social services among other areas identified by the community.

A Master Plan is often a required element of any application for a state grant.

The Master Plan is a plan, it is not a law. It is a policy guideline. It allows a town using available data to take a snap shot in time and assess how existing policies and bylaws direct the town's development. It affords an opportunity to identify and prioritize necessary policy to continue or redirect that trajectory.

There is no requirement under G.L. c. 41, s. 81D that the town's zoning bylaws comply with the Master Plan, however, compliance with a master plan is often used by courts to affirm or invalidate a particular zoning change. Compliance with the Master Plan prevents arbitrary and capricious zoning changes.

In Falmouth, the Master Plan is often used synonymously with a local comprehensive plan. Off Cape the Planning Board creates and approves a Master Plan. It is not unusual for those off Cape communities to present a master plan at Town Meeting for information and sometime "ratification."

II

LOCAL COMPREHENSIVE PLAN CAPE COD COMMISSION

The practice in Cape Cod communities is guided by Section 9 of the Cape Cod Commission Act (the Act). The Planning Board may develop a local comprehensive plan for submission to Town Meeting for adoption. After adoption of a local comprehensive plan by Town Meeting, the town clerk shall submit the Local Comprehensive Plan to the Commission for certification that it is consistent with the Regional Policy Plan. If a municipality adopts a local comprehensive plan and it is certified by the Commission, the municipality shall, within two years or such further time as the Commission may allow, insure that its development by-laws are consistent with the Local

Comprehensive Plan. The Commission may revoke the certification of a municipality's Local Comprehensive Plan if the municipality fails to make its development by-laws consistent with said plan within the time allowed under this section. Municipalities which have the Local Comprehensive Plans certified by the Commission may enter into development agreements with persons proposing developments and with the Commission, other municipalities and state agencies and may impose impact fees on proposed developments in accordance with section fifteen. The Commission's regulations do not prohibit a municipality from creating a local comprehensive plan which is more specific, detailed or comprehensive, or which covers additional subject areas beyond regulation requirements. The Act and regulations do not prohibit a municipality from considering, adopting, enforcing or in any other way administering a local comprehensive plan which does not comply with the regulations established by the Commission, so long as it is not administered or enforced in a manner which otherwise violates this act.

III

REGIONAL POLICY PLAN

A Regional Policy Plan (RPP) is the creation of the Cape Cod Commission. The Commission is a regional planning agency created by an act of the Legislature in 1990. The Cape Cod Commission Act requires a Regional Policy Plan that presents "a coherent set of regional planning policies and objectives to guide development throughout Barnstable County and to protect the region's natural resources." The RPP must be updated every five (5) years and must a) identify the regions critical resources and management needs, b) state a growth policy for the region, c) present planning goals for the region, and d) present a plan to coordinate regional and local planning efforts. There is a five year update under way at this time. This is the fifth update of the RPP since the CCC was created in 1990.

The RPP contains the following elements:

- a. A regional vision;
- b. An inventory of natural, developed and community systems (natural resources, infrastructure, economy and culture);
- c. Identification of challenges facing the region;
- d. Goals and objectives to guide and plan for the future;

- e. Coordination of issue specific plans across the region and the promulgation of local comprehensive plan regulations to encourage local comprehensive plans to be consistent with the RPP;
- f. Identify different and unique places in the region to prepare strategies to protect them or enhance their characteristics (rural, suburban, historic, maritime, community activity, commercial, military and transportation);
- g. Regional regulatory review;
- h. Regional performance measures; and
- i. Recommended actions.

The RPP is a plan, it is not a law. For a community like Falmouth with a planning department it is a planning tool for reference and guidance to assist in the preparation of the Local Comprehensive Plan.

IV

FINANICAL PLANS

A long range general financial plan is mandated by the Charter in C8-1A. The Town Manager prepares and annually revises the long range general financial plan and annually revises it. The plan projects revenue from all sources and relates to the town's future debt obligations and projects likely to require major expenditures in the future. The long range general financial plan is reviewed by both the Board of Selectmen and the Finance Committee and it is adopted by the Board of Selectmen with or without amendment.

A capital improvement plan is mandated by the Charter in C8-6A. The Town Manager prepares the capital improvement plan. It is a summary and list of all capital improvements proposed to be undertaken in the next five (5) fiscal years together with supporting data, cost estimates, methods of financing, recommended time schedules and the estimated annual cost of operation and maintenance when completed or acquired. The capital improvement plan is updated each year. The capital improvement plan is submitted to the Board of Selectmen by December 15 of each year. The board has 30 days to act upon it. Thereafter it is submitted to the Finance Committee which shall issue a recommendation to town meeting. A capital improvement budget

traditionally is traditionally submitted to town meeting for approval at the November Annual Town Meeting.

Diane Davidson

From: Peter Johnson-Staub <peter.jstaub@falmouthmass.us>
Sent: Thursday, December 06, 2018 11:34 AM
To: Diane Davidson
Subject: FW: Follow up on Letter to MA DOT - Palmer Ave
Attachments: MassDOT Meeting Sign In Sheet.pdf; Palmer Ave Crosswalk Plan.pdf

For BOS packet.

Peter Johnson-Staub
Assistant Town Manager
Town of Falmouth, MA
P: 508-495-7320

<http://www.falmouthmass.us>

Kindly Remember that under MA General Laws most email correspondence is deemed a public record.

From: Peter McConarty [mailto:pmcconarty@falmouthmass.us]
Sent: Monday, November 26, 2018 11:44 AM
To: 'Peter Johnson-Staub' <peter.jstaub@falmouthmass.us>
Cc: 'Julian Suso' <jsuso@falmouthmass.us>
Subject: RE: Follow up on Letter to MA DOT - Palmer Ave

Hi Peter,

Back on October 23rd, Julian, Jim McLoughlin and I had a meeting at MassDOT District 5 to discuss the next steps. Attached is a copy of the meeting attendance.

At this time, MassDOT is moving forward with presenting to MassDOT headquarters in Boston a plan that will reduce the speed limit in the vicinity to 35 mph and grant permission to install the crosswalk as shown on the attached plan. We are hoping to have a final response in early 2019.

Thank You,
Peter

From: Peter Johnson-Staub [mailto:peter.jstaub@falmouthmass.us]
Sent: Monday, November 26, 2018 10:30 AM
To: Peter McConarty <pmcconarty@falmouthmass.us>
Cc: Julian Suso <jsuso@falmouthmass.us>
Subject: FW: Follow up on Letter to MA DOT - Palmer Ave

Hi Peter,

Su and Megan are asking whether we have any reply from MassDOT regarding the Board's letter about the Palmer Ave crosswalk. Do you have any updates?

Peter

Peter Johnson-Staub
Assistant Town Manager
Town of Falmouth, MA
P: 508-495-7320

<http://www.falmouthmass.us>

Kindly Remember that under MA General Laws most email correspondence is deemed a public record.

From: Susan Moran, Falmouth Selectman [<mailto:smoran@falmouthmass.us>]
Sent: Monday, November 26, 2018 10:27 AM
To: Julian Suso <jsuso@falmouthmass.us>
Cc: Peter Johnson Staub <peter.jstaub@falmouthmass.us>; Megan English-Braga <attymeb@gmail.com>
Subject: Re: Follow up on Letter to MA DOT

Julian:

Can Peter McConnarty provide an update?

Susan Moran, Chair
Falmouth Selectman
smoran@falmouthmass.us

On Nov 26, 2018, at 10:13 AM, Megan English Braga <attymeb@gmail.com> wrote:

Good morning:

I am assuming we have heard nothing from MA DOT about Palmer Ave crossing. Can we please ask state reps and Vinny to follow up for us?

Megan

--

Megan E. English Braga
Attorney At Law
157 Locust Street
Falmouth, MA 02540
Phone 508-540-3434
Facsimile 508-540-2992

This electronic message, including attachments, contains information from the Law Office of Megan E. English Braga, Esq. The contents may be privileged and confidential and are intended for the use of the addressee(s) only. Any review, retransmission, dissemination or other use of, or taking of any action in reliance upon, this information by persons or entities other than the intended recipient is prohibited and may be unlawful. If you are not an intended addressee, please permanently delete it and notify the sender immediately.

"Disclosure Under IRS Circular 230: To ensure compliance with requirements recently

imposed by the IRS, we inform you that any tax advice contained in this communication, including any attachments, was not intended or written to be used, and cannot be used, for the purpose of avoiding federal tax related penalties or promoting, marketing or recommending to another party any tax related matters addressed herein."

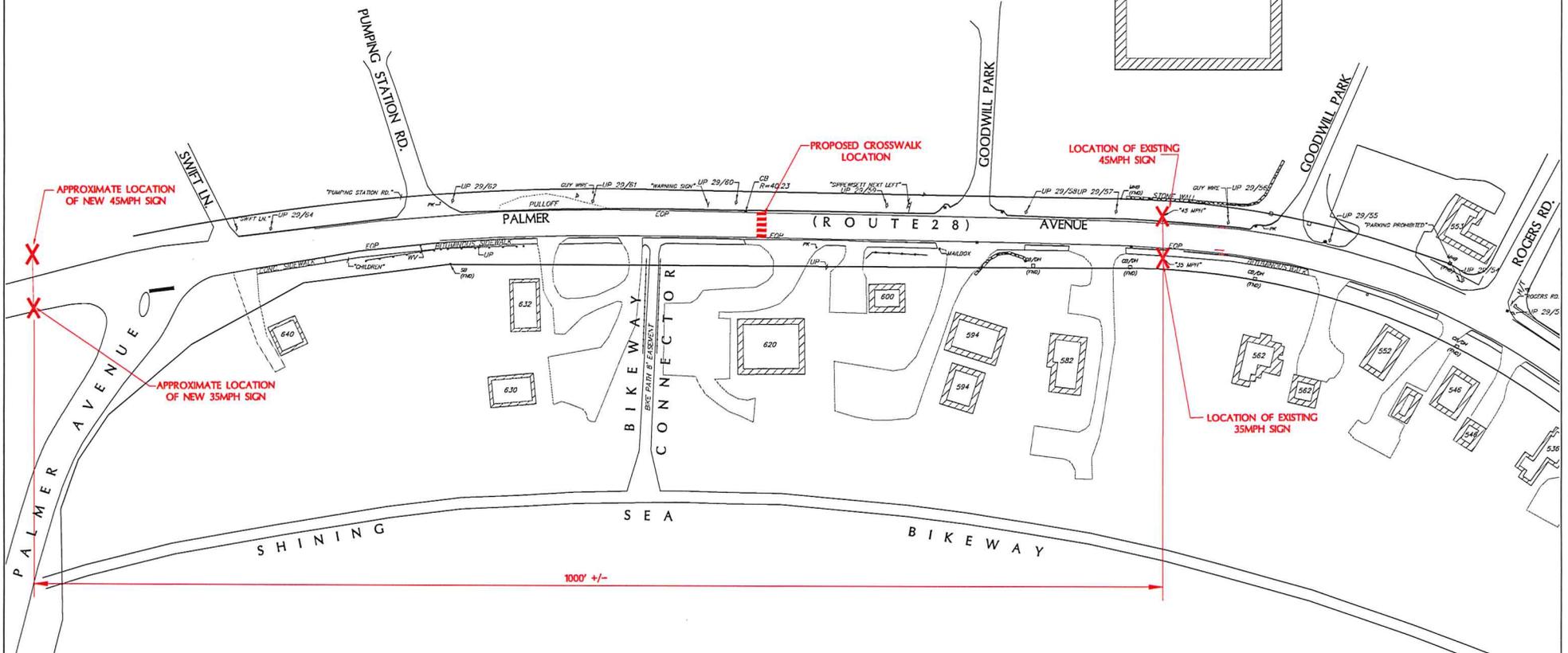
GREWS POND

GODWILL PARK

PLAYGROUND



LOCUS
SCALE : N.T.S.



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



PROPOSED CROSSWALK PLAN
PALMER AVENUE
FALMOUTH, MA 02540

DRAWN: NAC	DATE: MAY. 06, 2015
DESIGN: PHM	
CHECK: PHM	
DRAWING: \\TOWN\FACILITIES\2015\PROPS\W\FILENAME.DWG	

SHEET
1 OF 1

10/23/18 Meeting w/Falmouth Rte 28 near
Goodwill Park - Crosswalk

Attendees

Bianca Marshall MassDOT DS Traffic bianca.marshall@dot.state.ma.us
508-884-4335

Barbara Lachance MassDOT DS Tr. Ops Barbara.lachance@dot.state.ma.us
(508) 884-4260

James McLaughlin Falmouth Engineering jim.mclaughlin@falmouth.mass.us
394 972 6471

Julian Suso Falmouth Town Mgr. jsuso@falmouthmass.us (508)
485-7320

PETER MCCONARTY FALMOUTH PUBLIC WORKS PMCCONARTY@FALMOUTHMASS.US 508-
452-2543

Aidee Cira MassDOT DS Hwy Maintenance aidee.cira@state.ma.us
(508) 884 4220

Daniel Vieira MassDOT DS Maintenance daniel.vieira@dot.state.ma.us

MATT BLOOMFIELD MASSDOT DS MAINTENANCE MATTHEW.B.BLOOMFIELD@DOT.STATE.MA.US

KEN CHARLTON MASSDOT DS MAINTENANCE-TRAFFIC KENNETH.CHARLTON@DOT.STATE.MA.US
774.286.6337

REPORT

TO: Board of Selectmen

FROM: Julian M. Suso

JMSuso

DATE: December 7, 2018

- The Board will convene at 7PM on Monday, fundamentally for conducting the multiple interviews for interested candidates for the Rt. 28 Citizens Advisory Committee. As you see from the BOS agenda, we have received fourteen (15) applications for the six (6) “at-large” positions available on this Committee. With a total of nine members, I am reminded that the remaining three positions are those recommended by three existing Committees: Planning Board, Bikeways and Disability.
- You will recall that yesterday I forwarded a list of inquiries from the Charter Review Committee for potential consideration/discussion by Selectmen (and other Town entities). This has been placed as a “potential discussion” item on the Board’s Monday evening agenda as well. Members of the Board may choose to comment on some/all or none of those areas of inquiry. As we were given a very short response timeframe by the Charter Review Committee, Monday’s meeting was the only response option.
- Under “Correspondence” on the Selectmen’s agenda, I was asked to give a brief update on the status of the effort to pursue the Palmer Avenue pedestrian crossing with Mass DOT, as voted by the Board several weeks ago. Peter McConarty will join me for this brief update; you have some information in a recent email update from Peter. Be advised that we continue to work behind-the-scenes with Mass DOT. Drawing on the excellent working relationship that the Town has earned by working in a responsible, professional manner with Mass DOT, we understand that we have an initial willingness from Mass DOT staff to further review and consider the will-thought-out proposal from Public Works. However, an email sent along recently by a “third-party” suggesting that a formal approval had been received is *not* an accurate representation. I understand that this is an issue of great interest to a number of parties; our best course with highest likelihood for success is to urge those interested parties to remain reasonably patient while our Public Works professionals do this job for which they are very well qualified.
- I look forward to seeing you at the multiple Holiday events this weekend!
- Your final business meeting of 2018 is set for Monday, December 17.