

**TOWN OF FALMOUTH**  
**BOARD OF SELECTMEN**

**AGENDA**

**MONDAY, FEBRUARY 11, 2019**

**SITE VISIT – 6:00 P.M.**

**SELECTMEN'S MEETING ROOM – 7:00 P.M.**

**TOWN HALL**

**6:00 p.m. SITE VISIT**

1. Edward Marks Building, 744 Main St.
2. "Old" Senior Center Building, 300 Dillingham Ave.

**7:00 p.m. OPEN SESSION**

1. Call to Order
2. Pledge of Allegiance
3. Recognition
4. Announcements
5. Public Comment

**7:15 p.m. SUMMARY OF ACTIONS**

1. Licenses
  - a. Approve Application for Change of Name of an All Alcoholic Common Victualler License – Celestino's Inc. d/b/a The Talk, Located at 444 North Falmouth Highway, North Falmouth
  - b. Approve Application for Lodging House License – Triple S. Hospitality, LLC d/b/a Inn on the Sound, Located at 313 Grand Avenue, Falmouth
2. Administrative Orders
  - a. Approve Grant of License to Buzzards Bay National Estuary Program (MZCM) to Install and Maintain Monitoring Well within Herring Brook Estuary behind the Old Silver Beach Dirt Parking Lot, North Falmouth
  - b. Approve Request for Waiver of Building Permit Fees – Nobska Keeper's House/Museum Renovation/Construction
3. Special Events

**Recurring - Recommended:**

  - a. Easter Egg Scramble – Falmouth Village Association – Library Lawn and Peg Noonan Park – Saturday, 4/20/19
  - b. Movies in the Park – Falmouth Village Association – Peg Noonan Park – Wednesdays, 7/3, 7/17, 7/24, 7/31, 8/7, 8/14, 8/21 and 8/28/19
  - c. Bike Parade – Falmouth Village Association – St. Barnabas Lot to Mullen-Hall School (Main St. to Shore St. Ext.) – Thursday, 7/4/19
  - d. Concerts in the Park – Falmouth Village Association – Peg Noonan Park – Thursdays, 7/5, 7/12, 7/19 and 7/26/19
  - e. Arts & Crafts Street Fair – Falmouth Village Association – Main St. (Post Office Rd. to Shore St. Ext.) – Wednesday, 7/10/19
  - f. Holiday Stroll – Falmouth Village Association – Queens Buyway to Main St. to Shore St. Ext. and Peg Noonan Park – Saturday, 12/7/19
  - g. Seagull Six Spring Classic Road Race – Falmouth Track Club – Start/Finish Woods Hole Community Center, Water St. – Sunday, 3/31/19
  - h. Liam Maguire's Irish Pub Almost Five Miler – PCB Race Management – Start/Finish Town Hall Square – Sunday, May 5, 2019
  - i. Spring at Spohr (formerly Daffodil Days) – William Kerfoot – Spohr Gardens, Fells Road – Saturday, 5/18/19
  - j. Falmouth Farmers Market – Lindsey Close – Marina Park – Thursdays, 5/23 – 10/10 and Tuesday, 11/26/19
  - k. Falmouth June Jog – Melissa Keefe – Falmouth Heights Beach to East Falmouth Elementary School – Sunday, 6/2/19
  - l. Classic Car Show – Falmouth Classic Car Club – Marina Park – Sundays, 6/9, 7/14 and 8/11/19
  - m. Arts Alive Festival – Arts Falmouth, Inc. – Library Lawn and Shore St. Ext. – Friday – Sunday, 6/21, 6/22 and 6/23/19

- n. Jazz Stroll (JazzTober) – Arts Falmouth, Inc. – Queen’s Buyway, Along Main St. and Peg Noonan Park – Saturday, 10/19/19
- o. Run Jack Run Family Fun Run/Walk – Samantha Mueller, Jack’s PACT – Trotting Park Soccer Field and Track – Thursday, 7/4/19
- p. Falmouth Sprint Triathlon – New England Endurance Events, LLC – Surf Drive Beach – Sunday, 7/14/19
- q. Rockin’ Recovery (concert) – Recovery Without Walls – Old Silver Beach – Wednesday, 7/17/19
- r. Butterfly Garden Day – William Kerfoot – Spohr Gardens, Fells Road – Saturday, 8/3/19
- s. The Falmouth Walk – Tom Walrath – Town Hall Square to St. Barnabas (sidewalks) – Saturday, 8/17/19
- t. New Balance Falmouth Road Race – Jennifer Edwards, Falmouth Road Race – Woods Hole to Falmouth Heights, partial use of Bristol Beach – Sunday, 8/18/19
- u. Rotary Club Craft Fair – William Kerfoot, Falmouth Rotary Club – Bandshell & Marina Park – Saturday, 8/31 and Sunday, 9/1/19
- v. Wounded Warrior Project Soldier Ride Cape Cod – Carole Kenney, Falmouth Military Support Group – Bike Path – N. Falmouth to Woods Hole to N. Falmouth – Thursday, 9/12/19
- w. Striper Fest – On the Water, LLC – Marina Park and Bandshell – Saturday, 9/28/19
- x. Zooma Women’s Half Marathon and 10K – Sarah Ratzlaff – Old Silver Beach Lot, N. Falmouth – Sunday, 9/29/19
- y. Cape Cod Marathon Kids’ Fun Run – Jack Afarian, Falmouth Track Club – St. Barnabas Church Campus – Sunday, 10/27/19
- z. Falmouth in the Fall Road Race – Don Facey – Woods Hole to Falmouth Heights – Sunday, 11/3/19

**New – Recommended:**

- a. Grave Marking – David S. Martin, Sons of American Revolution, Cape Chapter – Old Burial Ground, 8 Cemetery Lane, off Mill Rd. – Saturday, 5/18/19
- b. Nebassin (bass fishing) – Joseph Russell – Coonamessett Pond, parking in dirt lot – Sunday, 7/14/19
- c. Coast Fest (concert) – Luke Vose – Bandshell – Saturday, 8/3/19.
- d. Katharine Lee Bates Poetry-Birthday Festival – Falmouth Historical Society – Falmouth Public Library and Library Lawn – Monday, 8/12/19
- e. Wedding Ceremony – Catherine Walsh/John Stecich – Bristol Beach – Saturday, 9/21/19

**7:45 p.m. BUSINESS**

1. Update/Discussion on Status of Four Town-Owned Buildings:
  - a. Edward Marks Building
  - b. “Old” Senior Center Building
  - c. Emerald House
  - d. Andrews Farm House
2. Authorize Permitting Application for Menauhant Beach Stabilization – Ray Jack, Director of DPW
3. Interview, Vote and Appoint Committee Members:
  - a. Zoning Board of Appeals – Gerald Potamis, Mark Cool, Robert Dugan
  - b. Steamship Authority Board of Governors – Elizabeth Gladfelter, James Morse, Kathryn Wilson
4. Presentation of Petition Articles for April 2019 Town Meeting – 5 Minutes Each
  - a. Present Petition Article 21 – Gerald Potamis
  - b. Present Petition Article 22 – John Banner
  - c. Present Petition Article 23 – Marc Finneran
  - d. Present Petition Article 24 – Michael Heylin
  - e. Present Petition Article 25 – Daniel H. Webb
  - f. Present Petition Article 29 – Marc Finneran
  - g. Present Petition Article 30 – Paul Dreyer
  - h. Present Petition Article 31 – Ronald D. Zweig

**NOTE: There will be no public discussion of articles; the proper place for such public discussion is Town Meeting floor.**

5. Minutes of Meetings:  
Public Session –January 28, 2019
6. Individual Selectmen’s Reports
7. Town Manager’s Report
8. Review and/or Discuss Correspondence Received

Susan L. Moran, Chairman  
Board of Selectmen



The Commonwealth of Massachusetts  
Alcoholic Beverages Control Commission

For Reconsideration

LICENSING AUTHORITY CERTIFICATION

Falmouth

00217-RS-0390

City /Town

ABCC License Number

TRANSACTION TYPE (Please check all relevant transactions):

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

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

APPLICANT INFORMATION

Name of Licensee  DBA

Street Address

Manager

Granted under Special Legislation? Yes  No

If Yes, Chapter

of the Acts of (year)

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

DESCRIPTION OF PREMISES

Complete description of the licensed premises

LOCAL LICENSING AUTHORITY INFORMATION

Application filed with the LLA: Date  Time

Advertised Yes  No  Date Published  Publication

Abutters Notified: Yes  No  Date of Notice

Date APPROVED by LLA  Decision of the LLA

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

For Transfers ONLY:  
Seller License Number:  Seller Name:

The Local Licensing Authorities By:

Alcoholic Beverages Control Commission  
Ralph Sacramone  
Executive Director

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



The Commonwealth of Massachusetts  
 Alcoholic Beverages Control Commission  
 239 Causeway Street Boston, MA 02114  
[www.mass.gov/abcc](http://www.mass.gov/abcc)

**APPLICATION FOR AMENDMENT-Change of Business Entity Information**

**Change of Corporate Name**

**Change of DBA**

- DOR Certificate of Good Standing (Req. for Chg of Corp Name only)
- DUA Certificate of Compliance (Req. for Chg of Corp Name only)
- Change of Corporate Name/DBA Application
- Vote of the Entity
- Payment Receipt
- Business Structure Documents
  - If Sole Proprietor, **Business Certificate**
  - If partnership, **Partnership Agreement**
  - If corporation or LLC, **Articles of Organization** from the Secretary of the Commonwealth

**Change of Corporate Structure**

- DOR Certificate of Good Standing
- DUA Certificate of Compliance
- Change of Corporate Structure Application
- Vote of the Entity
- Payment Receipt
- Business Structure Documents
  - If Sole Proprietor, **Business Certificate**
  - If partnership, **Partnership Agreement**
  - If corporation or LLC, **Articles of Organization** from the Secretary of the Commonwealth

**1. BUSINESS ENTITY INFORMATION**

Entity Name	Municipality	ABCC License Number
Celestinos restaurant inc	Falmouth	0017-RS-0390

Please provide a narrative overview of the transaction(s) being applied for.

**APPLICATION CONTACT**

The application contact is the person who should be contacted with any questions regarding this application.

Name	Title	Email	Phone
Juan Paredes	owner	celestinosrestaurant@gmail.com	508-776-9933

**2 . CHANGES TO BUSINESS ENTITIY INFORMATION**

<b>2a. Change of Corporate Name</b>	Last-Approved Corporate Name:	<input style="width: 100%;" type="text"/>
	Requested New Corporate Name:	<input style="width: 100%;" type="text"/>
<b>2b. Change of DBA</b>	Last-Approved DBA:	celestino's north restaurant
	Requested New DBA:	the talk restaurant
<b>2c. Change of Corporate Structure</b>	Last-Approved Corporate Structure	<input style="width: 100%;" type="text"/>
LLC, Corporation, Sole Proprietor, etc	Requested New Corporate Structure	<input style="width: 100%;" type="text"/>

Signature:

Date:

Title:

**CORPORATE VOTE**

The Board of Directors or LLC Managers of  Entity Name

duly voted to apply to the Licensing Authority of  and the City/Town

Commonwealth of Massachusetts Alcoholic Beverages Control Commission on  Date of Meeting

For the following transactions (Check all that apply):

- Change Corporate Name
- Change Corporate Structure (e. Corp / LLC)
- Change of DBA
- Other

"VOTED: To authorize  Name of Person

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

A true copy attest,

  
\_\_\_\_\_  
Corporate Officer /LLC Manager Signature

For Corporations ONLY

A true copy attest,

  
\_\_\_\_\_  
Corporation Clerk's Signature



THE COMMONWEALTH OF MASSACHUSETTS  
Town of Falmouth

\_\_\_\_\_

# Business Certificate (DBA)

1-22 2019

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

THE TALK

is conducted at the following address:

444 N. Falmouth Hwy N. Falmouth, MA 02556

by the following named persons:

FULL NAME

RESIDENCE

Juan Paredes

448 N. Falmouth Hwy N. Falmouth

TYPE OF BUSINESS

TELEPHONE

Restaurant

507 392-9741

Signature

Signature

Signature

\*\*\*\*\*

THE COMMONWEALTH OF MASSACHUSETTS  
Town of Falmouth

Barnstable ss.

Jan 25, 2019

Personally appeared before me the above named Juan Paredes  
and made oath that the foregoing statement is true.

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

Expiration Date Jan. 25, 2023

Michael Palmer

Town Clerk

## Phyllis Downey

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**From:** Phyllis Downey  
**Sent:** Tuesday, January 22, 2019 2:03 PM  
**To:** Scott McGann (scott.mcgann@falmouthmass.us); Bruce Mogardo (bruce.mogardo@falmouthmass.us); Rod Palmer (rod.palmer@falmouthmass.us); Tim Smith (tsmith@falmouthfire.us); Bruce Mogardo (bruce.mogardo@falmouthmass.us); Brian Reid (breid@falmouthpolice.us); Sean Doyle (sdoyle@falmouthpolice.us); Olive Fitzpatrick (ofitzpatrick@falmouthmass.us); Olive Fitzpatrick (ofitzpatrick@falmouthmass.us)  
**Cc:** Pamela Marshall; Diane Davidson (diane.davidson@falmouthma.gov)  
**Subject:** Application for change of d/b/a Celestino's North  
**Attachments:** Celestino's Name Change 2019.pdf

Good afternoon,

Attached please find a copy of the ABCC application for a change of d/b/a by Celestino's North, 444 N Falmouth Hwy, North Falmouth as follows:

1. Proposed name 'The Talk'

May I request your recommendations by Wednesday, February 6, 2019?

Thank you very much,

Phyllis

*Phyllis Downey*

Administrative Assistant  
Office of the Town Manager & Board of Selectmen  
508-495-7320

Number:  
19-8-LH

Fee  
\$45.00

The Commonwealth of Massachusetts  
Town of Falmouth

This is to certify that  
Triple S. Hospitality, LLC d/b/a Inn On The Sound  
Jon Saunders, Owner  
313 Grand Avenue  
Falmouth, MA 02540  
is hereby granted this  
Lodging House License  
Bed & Breakfast

and at that place only and expires on the below specified date unless sooner suspended or revoked for violation of the laws of the Commonwealth of Massachusetts relating to the licensing of Lodging Houses. This license is issued in conformity with the authority granted to the licensing authorities under section twenty-three, of chapter one hundred and forty, of the General Laws, and is subject to the provisions of sections twenty-two to thirty-one inclusive of said chapter.

Number of rooms to let 11; total number of lodgers 24; one room intended for innkeepers quarters

Valid from: February 11, 2019

Valid until: April 30, 2019

By order of The Falmouth Board of Selectmen

February 11, 2019

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This License Must be Posted in a Conspicuous Place upon the Premises

## Phyllis Downey

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**From:** Mel Trott <mtrott@falmouthfire.us>  
**Sent:** Monday, January 28, 2019 9:04 AM  
**To:** Phyllis Downey  
**Cc:** Boyd Demello; Timothy Smith  
**Subject:** RE: Lodging House application - Inn on the Sound

Hi Phyllis,

The Fire Rescue Dept. is not opposed to the issuance of this license.

Mel

*Lt. Mel Trott*

Fire Prevention Officer  
Falmouth Fire Rescue Department  
Phone: 508-495-2533  
Fax: 508-495-2540  
E-mail: mtrott@falmouthfire.us

**From:** Timothy Smith <tsmith@falmouthfire.us>  
**Sent:** Tuesday, January 22, 2019 4:26 PM  
**To:** mtrott@falmouthfire.us  
**Cc:** bdemello@falmouthfire.us  
**Subject:** Fwd: Lodging House application - Inn on the Sound

FYI

Sent from my iPhone

Begin forwarded message:

**From:** Phyllis Downey <phyllis.downey@falmouthma.gov>  
**Date:** January 22, 2019 at 15:18:15 EST  
**To:** "scott.mcgann@falmouthma.gov" <scott.mcgann@falmouthmass.us>, Bruce Mogardo <bruce.mogardo@falmouthmass.us>, Rod Palmer <rod.palmer@falmouthmass.us>, Timothy Smith <tsmith@falmouthfire.us>, Bruce Mogardo <bruce.mogardo@falmouthmass.us>, Reid Brian <breid@falmouthpolice.us>, Sean Doyle <sdoyle@falmouthpolice.us>, Ollie Fitzpatrick <ollie.fitzpatrick@falmouthma.gov>, Ollie Fitzpatrick <ollie.fitzpatrick@falmouthma.gov>, Ollie Fitzpatrick <ollie.fitzpatrick@falmouthma.gov>  
**Subject:** Lodging House application - Inn on the Sound

Hello,

Attached please find an application for Lodging House by Triple S. Hospitality, LLC d/b/a Inn on the Sound. May we please request any recommendations by Wednesday, February 6<sup>th</sup>?

Thank you,  
Phyllis

## Phyllis Downey

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**From:** Brian Reid <breid@falmouthpolice.us>  
**Sent:** Tuesday, January 29, 2019 11:19 AM  
**To:** Phyllis Downey  
**Cc:** Sean Doyle  
**Subject:** RE: Lodging House application - Inn on the Sound

This Department has no objection.

### **Captain Brian L. Reid**

Operations Division  
Falmouth Police Department  
750 Main Street  
Falmouth, MA 02540  
Office 774-255-4527 Ext. 4502  
Fax 508-457-2566  
[breid@falmouthpolice.us](mailto:breid@falmouthpolice.us)

**CONFIDENTIALITY NOTICE:** This communication and any accompanying document(s) are confidential and privileged. They are intended for the sole use of the addressee. If you receive this transmission in error, you are advised that any disclosure, copying, distribution, or the taking of any action in reliance upon the communication is strictly prohibited. If you are not the intended recipient and have received this communication in error, please contact the sender immediately and delete the original message. Thank you.

**From:** Phyllis Downey [mailto:[phyllis.downey@falmouthma.gov](mailto:phyllis.downey@falmouthma.gov)]  
**Sent:** Tuesday, January 22, 2019 3:18 PM  
**To:** scott.mcgann@falmouthma.gov <[scott.mcgann@falmouthmass.us](mailto:scott.mcgann@falmouthmass.us)>; Bruce Mogardo <[bruce.mogardo@falmouthmass.us](mailto:bruce.mogardo@falmouthmass.us)>; Rod Palmer <[rod.palmer@falmouthmass.us](mailto:rod.palmer@falmouthmass.us)>; Timothy Smith <[tsmith@falmouthfire.us](mailto:tsmith@falmouthfire.us)>; Bruce Mogardo <[bruce.mogardo@falmouthmass.us](mailto:bruce.mogardo@falmouthmass.us)>; Reid Brian <[breid@falmouthpolice.us](mailto:breid@falmouthpolice.us)>; Sean Doyle <[sdoyle@falmouthpolice.us](mailto:sdoyle@falmouthpolice.us)>; Ollie Fitzpatrick <[ollie.fitzpatrick@falmouthma.gov](mailto:ollie.fitzpatrick@falmouthma.gov)>; Ollie Fitzpatrick <[ollie.fitzpatrick@falmouthma.gov](mailto:ollie.fitzpatrick@falmouthma.gov)>; Ollie Fitzpatrick <[ollie.fitzpatrick@falmouthma.gov](mailto:ollie.fitzpatrick@falmouthma.gov)>  
**Subject:** Lodging House application - Inn on the Sound

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Thank you,  
Phyllis

*Phyllis Downey*

Administrative Assistant  
Office of the Town Manager & Board of Selectmen  
508-495-7320

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

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**TO:** JULIAN SUSO, TOWN MANAGER  
**FROM:** FRANK K. DUFFY, TOWN COUNSEL  
**SUBJECT:** GRANT OF LICENSE  
**DATE:** 1/30/2019  
**CC:**

A handwritten signature in blue ink, appearing to be "J", is written over the "FROM" and "SUBJECT" lines of the memorandum.

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I enclose herewith a Grant of License to Buzzard Bay National Estuary Program from The Town of Falmouth. Please have the Board of Selectmen sign the License and return to our office. Thank you.

## GRANT OF LICENSE

The TOWN OF FALMOUTH, a Municipal Corporation and political subdivision of the Commonwealth of Massachusetts acting by and through its duly elected **Board of Selectmen** having its usual place of business Town Hall, 59 Town Hall Square, Falmouth, Barnstable County, Massachusetts 02540, in consideration of One and 00/100 (\$1.00) Dollar and of the covenants contained herein, does hereby grant to the **Buzzards Bay National Estuary Program (MCZM)**, 2870 Cranberry Highway, East Wareham, MA 02538 (Licensee), the following License to place, erect and maintain the following activity within the Herring Brook Estuary behind the Old Silver Beach dirt parking lot: 1) install a NGS 3-D deep driven elevation marker (9/16" stainless steel rod) driven to refusal; 2) install approximately four to eight, 1-inch diameter PVC pipes (capped) in upland and low marsh to define permanent transects, 3) conduct elevation and vegetation surveys along these transects up to three times per year for two years, then once per year (or less) thereafter, 4) conduct a crab population survey to quantify the presence of an invasive species of crab known to damage salt marshes, 5) install a temporary staff with sensors in a tidal creek to document tidal elevation and 6) periodically document elevations of the High Tide Line near the benchmarks.

A sketch plan of the proposed location of the license area and the monitoring well is attached hereto.

This License is granted upon the following terms and conditions:

- a. Said License is revocable by the Town of Falmouth at any time when it deems it appropriate to revoke the same in the best interest of the Town of Falmouth and/or public convenience, safety and needs; the Town of Falmouth may revoke this license by sending a notice to the Licensee its successors and assigns at the above-referenced property address;
- b. Upon such revocation, the Licensee, its successors and assigns shall, if and when directed by the Town of Falmouth, remove said monitoring well from the license area;
- c. Until revoked, this License shall continue until terminated as set forth herein;
- d. The Licensee shall be responsible for all power necessary to operate the monitoring well and appurtenant equipment and for this purpose the Licensee may erect temporary power service;
- e. The Licensee will maintain the monitoring well and appurtenant equipment for security and public safety purposes;
- f. The Licensee shall not obstruct adequate access to the adjacent playground and will not interfere with the public's use of the playground;

- g. The Licensee agrees to hold the Town of Falmouth free and harmless from any and all liability, claims, losses, damages, costs and expenses resulting from any and all personal injuries including deaths, however caused, if such injuries are sustained upon or result from the use of the licensed area and do not result from the negligence of the Town of Falmouth, its agents or employees; and
- h. This License is not assignable by the Licensee.

For title see certificate of title 40,441 in the Land Court of the Barnstable County Registry of Deeds.

IN WITNESS WHEREOF, Town of Falmouth Board of Selectmen has signed these presents this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Susan L. Moran, Chairman

\_\_\_\_\_  
Megan English Braga, Vice Chairman

\_\_\_\_\_  
Doug Jones

\_\_\_\_\_  
Samuel H. Patterson

\_\_\_\_\_  
Douglas C. Brown

Commonwealth of Massachusetts

County of Barnstable

On \_\_\_\_\_, before me, the undersigned notary public

personally appeared

\_\_\_\_\_  
name(s) of signer(s)

personally known to me

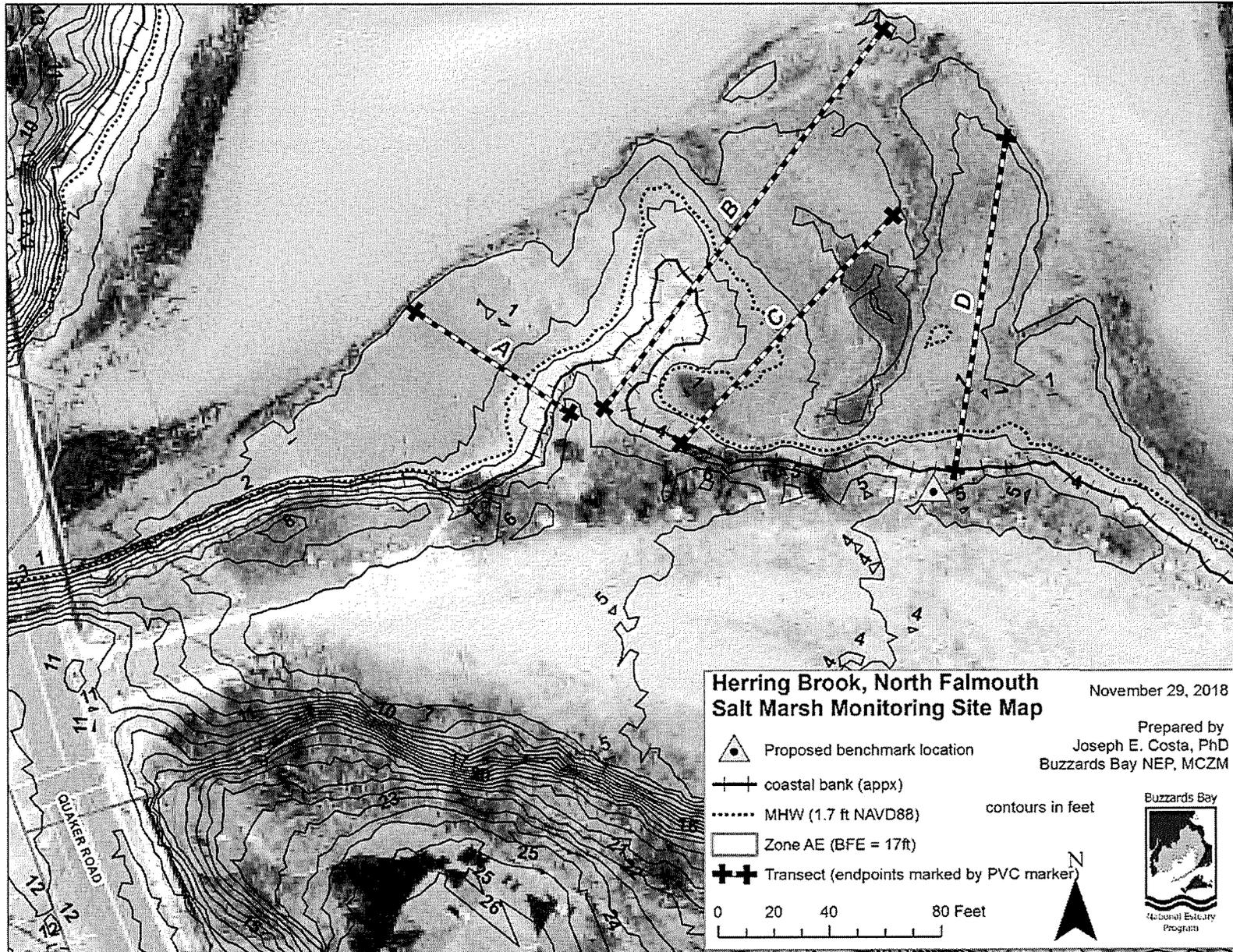
proved to me on the basis of satisfactory evidence of identification which was

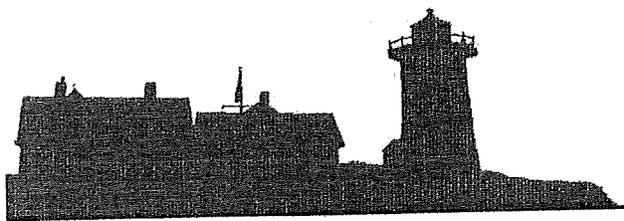
\_\_\_\_\_  
to be the person(s) whose name(s) is/are subscribed

to the within instrument and who swore or affirmed to me that the contents of the document are truthful and accurate to the best of (his)(her) knowledge and belief.

WITNESS my hand and official seal.

\_\_\_\_\_  
Signature of Notary Public





# Friends of Nobska Light

PO Box 183, Falmouth MA 02541

[friendsofnobska.org](http://friendsofnobska.org)

February 6, 2019

Julian Suso  
Town Manager  
Town of Falmouth  
59 Town Hall Square  
Falmouth MA 02540

Dear Julian and Members of the Board of Selectmen,

The Friends of Nobska Light formally request that the town of Falmouth waive the fees, for the building permits, associated with the rehabilitation work we are going to undertake on the keeper's house at Nobska Light Station.

We feel that the project shows a unique public benefit in that it is a collaboration between the town, who holds the license from the United States Coast Guard for the property, and the nonprofit group Friends of Nobska Light. The outcome of the rehabilitation will be a museum and public access to a property much beloved by many.

Thank you for your attention in this matter. Please do not hesitate to get in touch if you have any questions.

Sincerely,

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

Catherine Bumpus

Executive Director

Town Manager's Internal Working Group for Special Events  
REVISED Agenda  
Selectmen's Meeting Room  
Thursday, January 31, 2019  
9:30 a.m.

9:30 a.m. Convene

Review applications for special events:

Recurring:

1. Easter Egg Scramble – Falmouth Village Association – Library Lawn and Peg Noonan Park – Saturday, 4/20/19
2. Movies in the Park – Falmouth Village Association – Peg Noonan Park – Wednesdays, 7/3, 7/17, 7/24, 7/31, 8/7, 8/14, 8/21 and 8/28/19
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8. Liam Maguire's Irish Pub Almost Five Miler – PCB Race Management – Start/Finish Town Hall Square – Sunday, May 5, 2019
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15. Run Jack Run Family Fun Run/Walk – Samantha Mueller, Jack's PACT – Trotting Park Soccer Field and Track – Thursday, 7/4/19
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19. The Falmouth Walk – Tom Walrath – Town Hall Square to St. Barnabas (sidewalks) – Saturday, 8/17/19

20. New Balance Falmouth Road Race – Jennifer Edwards, Falmouth Road Race – Woods Hole to Falmouth Heights, partial use of Bristol Beach – Sunday, 8/18/19
21. Rotary Club Craft Fair – William Kerfoot, Falmouth Rotary Club – Bandshell & Marina Park – Saturday, 8/31 and Sunday, 9/1/19
22. Wounded Warrior Project Soldier Ride Cape Cod – Carole Kenney, Falmouth Military Support Group – Bike Path – N. Falmouth to Woods Hole to N. Falmouth – Thursday, 9/12/19
23. Striper Fest – On the Water, LLC – Marina Park and Bandshell – Saturday, 9/28/19
24. Zooma Women’s Half Marathon and 10K – Sarah Ratzlaff – Old Silver Beach Lot, N. Falmouth – Sunday, 9/29/19
25. Cape Cod Marathon Kids’ Fun Run – Jack Afarian, Falmouth Track Club – St. Barnabas Church Campus – Sunday, 10/27/19

New:

1. Grave Marking – David S. Martin, Sons of American Revolution, Cape Chapter – Old Burial Ground, 8 Cemetery Lane, off Mill Rd. – Saturday, 5/18/19
2. Nebassin (bass fishing) – Joseph Russell – Coonamessett Pond, parking in dirt lot – Sunday, 7/14/19
3. Coast Fest (concert) – Luke Vose – Bandshell – Saturday, 8/3/19
4. Wedding Ceremony – Catherine Walsh/John Stecich – Bristol Beach – Saturday, 9/21/19

Late Entries:

1. Falmouth in the Fall Road Race – Don Facey – Woods Hole to Falmouth Heights – Sunday, 11/3/19
2. Katharine Lee Bates Poetry-Birthday Festival – Falmouth Historical Society – Falmouth Public Library and Library Lawn – Monday, 8/12/19

Schedule next working group meeting: April \_\_\_\_, 2019 at 9:30 a.m.

Adjourn.



**TOWN OF FALMOUTH  
SPECIAL EVENT PERMIT**

**EVENT NAME** Easter Egg Scramble

**NAME** Falmouth Village Association, Patricia Cosgrove, Manager

**MAILING ADDRESS** P.O. Box 614, Falmouth, MA 02541

**EVENT DAY & DATE** Saturday, April 20, 2019

**RAIN DATE** None.

**EVENT LOCATION** Peg Noonan Park & Library Lawn

**EVENT TYPE** Annual Easter Egg Hunt

**SET-UP ARRIVAL TIME** 9:30 a.m. **EVENT HOURS** 10:00 a.m. – 12:00 p.m.

**NUMBER OF ATTENDEES** 300+

**ADDITIONAL DETAILS** Photos with the Easter Bunny, photos, followed by Easter Egg Scramble in taped-off area.

**CONDITIONS:**

1. Organizers to police the area following the events to ensure that no debris or litter is left behind in the park.
2. If refreshments are to be served, organizer must contact the Health Dept. 30 days prior to event.

**PERMIT FEE** -- **FILING FEE** --

**DEPOSIT** -- (Refundable at conclusion of event provided that no litter or damage has occurred)

**BOARD OF SELECTMEN:**

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**TOWN OF FALMOUTH  
SPECIAL EVENT PERMIT**

**EVENT NAME** Movies in the Park

**NAME** Falmouth Village Association, Patricia Cosgrove, Manager

**MAILING ADDRESS** P.O. Box 614, Falmouth, MA 02541

**EVENT DAY & DATE** Wednesdays, 7/3, 7/17, 7/24, 7/31, 8/7, 8/14, 8/21 and 8/28/19

**RAIN DATE** None.

**EVENT LOCATION** Peg Noonan Park

**EVENT TYPE** Free Family Movie Night

**SET-UP ARRIVAL TIME** 7:00 p.m. **EVENT HOURS** 7:30 p.m. – 10:00 p.m.

**NUMBER OF ATTENDEES** 100+

**ADDITIONAL DETAILS** Family movie night - shown on a 10' x 10' screen - free to the public - weather permitting - attendees bring blankets and chairs for seating.

**CONDITIONS:**

1. Organizers to police the area following the events to ensure that no debris or litter is left behind in the park.

**PERMIT FEE** -- **FILING FEE** --

**DEPOSIT** -- (Deposit refundable at conclusion of event provided that no litter or damage has occurred)

**BOARD OF SELECTMEN:**

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**TOWN OF FALMOUTH  
SPECIAL EVENT PERMIT**

**EVENT NAME** 4<sup>th</sup> of July Bike Parade

**NAME** Falmouth Village Association, Patricia Cosgrove, Manager

**MAILING ADDRESS** P.O. Box 614, Falmouth, MA 02541

**EVENT DAY & DATE** Thursday, July 4, 2019

**RAIN DATE** --

**EVENT LOCATION** St. Barnabas Lot – Main Street – Library Parking Lot

**EVENT TYPE** Bike and Carriage Parade

**SET-UP ARRIVAL TIME** 9:00 a.m. **EVENT HOURS** 10:00 a.m. – 12:00 noon

**NUMBER OF ATTENDEES** 500 +

**ADDITIONAL DETAILS** Parade begins 10:00 a.m. Request that Main Street be closed starting at 9:45 a.m. from St. Barnabas parking lot to Shore St. Ext. Library parking lot during parade.

**CONDITIONS:**

1. Contact Falmouth Police Department Detail Sergeant two weeks prior to the event for adequate public safety planning.
2. Event organizer to enlist volunteers to help with crossing and safety along parade route.

**PERMIT FEE** -- **FILING FEE** --

**DEPOSIT** -- *(Deposit refundable at conclusion of event provided that no litter or damage has occurred)*

**BOARD OF SELECTMEN:**

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**TOWN OF FALMOUTH  
SPECIAL EVENT PERMIT**

EVENT NAME                     *Concerts in the Park*                    

NAME                     *Falmouth Village Association, Patricia Cosgrove, Manager*                    

MAILING ADDRESS                     *P.O. Box 614, Falmouth, MA 02541*                    

EVENT DAY & DATE                     *Fridays, 7/5, 7/12, 7/19 and 7/26/19*                    

RAIN DATE                     *--*                    

EVENT LOCATION                     *Peg Noonan Park*                    

EVENT TYPE                     *Family concerts*                    

SET-UP ARRIVAL TIME                     *5:00 p.m.*                     EVENT HOURS                     *6:00 p.m. – 8:00 p.m.*                    

NUMBER OF ATTENDEES                     *100+*                     # OF VEHICLES                     *--*                    

ADDITIONAL DETAILS                     *Family entertainment, free to the public, weather permitting.*                    

**CONDITIONS:**

1. *Organizers to police the area following the events to ensure that no debris or litter is left behind in the park.*

PERMIT FEE                     *--*                     FILING FEE                     *--*                    

DEPOSIT                     *--*                     *(Deposit refundable at conclusion of event provided that no litter or damage has occurred)*

**BOARD OF SELECTMEN:**

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**TOWN OF FALMOUTH  
SPECIAL EVENT PERMIT**

**EVENT NAME** Arts and Crafts Street Fair

**NAME** Falmouth Village Association, Patricia Cosgrove, Manager

**MAILING ADDRESS** P.O. Box 614, Falmouth, MA 02541

**EVENT DAY & DATE** Wednesday, July 10, 2019

**RAIN DATE** Thursday, July 11, 2019

**EVENT LOCATION** Main Street and Peg Noonan Park

**SET-UP ARRIVAL TIME** 4:00 a.m. – 7:00 a.m. **EVENT HOURS** 9:00 a.m. – 5:00 p.m.

**NUMBER OF ATTENDEES** 5000+ **NUMBER OF VEHICLES** 175 vendors

**ADDITIONAL DETAILS** 175 + crafters display and sell merchandise, food vendors. Main Street closed to through traffic. Request use of public restrooms. Additional restrooms and trash disposal contracted by Falmouth Village Association. Designated parking at Mullen-Hall and Lawrence Schools with public shuttle provided by Falmouth Village Association.

**CONDITIONS:**

1. 30 days prior to event, contact Police Detail Sergeant, Fire, DPW and Building Departments to coordinate safety issues, details and inspections.
2. 30 days prior to event, submit plan to Fire Department to allow for open/accessible to roads off of Main St. and schedule a meeting with Fire Prevention Officer to review plans, and provide a detailed map of food vendors.
3. Obtain a Public Events packet from Fire Department in advance of event.
4. A medical detail will be required for this event.
5. 30 days prior to event, food vendors to contact Health Department for food permit.
6. No parking within 20 feet of intersections.
7. Keep all roadways passable for emergency vehicles.
8. No parking on Katherine Lee Bates Road (from Post Office Road to Library Lane).
9. Applicant to provide and post signage for off-street parking and parking restrictions.
10. Town-owned electronic sign boards will be utilized to notify the public of the above listed parking restrictions.
11. The applicant will provide a shuttle for busing people to/from the event from a remote location.
12. The applicant will explore options for encouraging people to park at remote locations.

**PERMIT FEE**                   --                   **FILING FEE**                   --                  

**DEPOSIT**                   --                   **(Deposit refundable at conclusion of event provided that no litter or damage has occurred)**

**BOARD OF SELECTMEN:**

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**TOWN OF FALMOUTH  
SPECIAL EVENT PERMIT**

**EVENT NAME** Holiday Stroll

**NAME** Falmouth Chamber of Commerce and Falmouth Village Association

**MAILING ADDRESS** 20 Academy Lane, Falmouth, MA 02540

**EVENT DAY & DATE** Saturday, December 8, 2018

**RAIN DATE** None.

**EVENT LOCATION** Main Street from Village Green to Shore Street Extension

**SET-UP ARRIVAL TIME** 4:00 p.m. **EVENT HOURS** 5:00 p.m. – 9:00 p.m.

**NUMBER OF ATTENDEES** 2,000 **NUMBER OF VEHICLES** \_\_\_\_\_

**ADDITIONAL DETAILS** Public stroll throughout Main Street, Queens Buyway, Village Green, and Peg Noonan Park. Entertainment (music, carolers, costumes, Santa, lighting of the Village Green). Merchant special activities. Closure of Main Street from 4:00 p.m. – 9:00 p.m. Designated parking at Mullen-Hall School and Lawrence School with shuttle.

**CONDITIONS:**

1. Contact Police Detail Sergeants and Fire Department in advance of event to coordinate public safety, signage, barriers and road closure.
  - a. Three (3) police details (to include one (1) supervisor), plus volunteers.
  - b. Two (2) Fire Department details (to include one (1) EMT).
  - c. Submit a copy of the Street Fair plan to Fire Department.
  - d. Police will coordinate with DPW for dump trucks.
2. Organizers to contact DPW to arrange for barriers.
3. Organizers to obtain an umbrella temporary food permit from Health Department for all food vendors and non-food businesses providing food/beverage.

**PERMIT FEE** --- **FILING FEE** ---

**DEPOSIT** --- (Deposit refundable at conclusion of event provided that no litter or damage has occurred)

**BOARD OF SELECTMEN:**

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**TOWN OF FALMOUTH  
SPECIAL EVENT PERMIT**

**EVENT NAME** 42<sup>nd</sup> Annual Seagull Six Spring Classic Road Race

**NAME** Falmouth Track Club, Michael Norton, Race Director

**MAILING ADDRESS** P.O. Box 699, West Falmouth, MA 02574

**EVENT DAY & DATE** Sunday, March 31, 2019

**RAIN DATE** None.

**EVENT LOCATION** Woods Hole - Start/Finish Water Street at Woods Hole Community Hall

**EVENT TYPE** Road Race

**SET-UP ARRIVAL TIME:** 8:30 a.m./1:30 p.m. **EVENT HOURS:** 11: 00 a.m. – 12:30 p.m.

**NUMBER OF ATTENDEES** 100 - 125 **NUMBER OF VEHICLES:** 50 - 75

**ADDITIONAL DETAILS** 1. Police Detail is hired for the day. 2. Potra-Johns are rented for the day. 3. All parking is on Water Street in Woods Hole. 4. Registration is at the Woods Hole Community Center at 68 Water Street. 5. Use of Electricity at that location.

**CONDITIONS:**

1. Contact Police Department Detail Sergeants 30 days prior to event to arrange for traffic assistance and public safety provisions.
2. Route markings must be either temporary signs or chalk markings or suitable alternative approved by DPW.
3. Contact Inspectional Services Department in advance of event for tent permit and inspection (if applicable).
4. Contact Health Department for temporary food service permit and inspection (if applicable).
5. Remove and recycle debris left on the roadway.

**PERMIT FEE** \$200.00 **FILING FEE** \$10.00  
**DEPOSIT** \$300.00 (Deposit refundable at conclusion of event provided that no litter or damage has occurred)

**BOARD OF SELECTMEN:**

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**TOWN OF FALMOUTH  
SPECIAL EVENT PERMIT**

**EVENT NAME** Liam Maguire's Irish Pub Almost Five Miler

**NAME** PCB Race Management (Courtney Bird, Jack Carroll, Russ Pelletier)

**MAILING ADDRESS** 43 Sippewissett Rd., Falmouth, MA 02540

**EVENT DAY & DATE** Sunday, May 5, 2019

**RAIN DATE** None.

**EVENT LOCATION** Town Hall Square

**EVENT TYPE** Five-mile road race

**SET-UP ARRIVAL TIME** 7:30 a.m./11:30 a.m. **EVENT HOURS** 8:00 a.m. – 11:15 a.m.

**NUMBER OF ATTENDEES** 500+/- **# OF VEHICLES** 300+/-

**ADDITIONAL DETAILS** Course map attached. Porta-johns provided in Town Hall Square. Parking directed to Lawrence School and Mullen-Hall School and Municipal lot between Katharine Lee Bates Rd. and Main St. No race day parking on Main St. or Town Hall Sq.

**CONDITIONS:**

1. Locations must be policed for cleanliness following the race.
2. Coordinate this event with the Police Detail Sergeants to provide adequate public safety and Fire Department for medical detail.
3. Coordinate parking with School Department.
4. Route markings must be either temporary signs or chalk markings.
5. Contact Inspectional Services Department in advance of event for tent permit and inspection.
6. Contact Health Department in advance of event for temporary food permit.
7. Notify property owners on Beebe Acres Road.

**PERMIT FEE** \$350.00 **FILING FEE** \$10.00

**DEPOSIT** \$600.00 (Deposit refundable at conclusion of event if no litter or damage has occurred.)

**BOARD OF SELECTMEN:**

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**TOWN OF FALMOUTH  
SPECIAL EVENT PERMIT**

**EVENT NAME** Spring at Spohr

**NAME** Spohr Gardens, William Kerfoot

**MAILING ADDRESS** 766-B Falmouth Road, Mashpee, MA 02649

**EVENT DAY & DATE** Saturday, May 18, 2019

**RAIN DATE** Saturday, May 25, 2019

**EVENT LOCATION** Spohr Gardens – Fells Road

**EVENT TYPE** Garden Exposition

**SET-UP ARRIVAL TIME** 8:00 a.m. **EVENT HOURS** 10:00 a.m. – 4:00 p.m.

**NUMBER OF ATTENDEES** 200 **# OF VEHICLES** Approx. 75

**ADDITIONAL DETAILS** Road closed for each Saturday. Parking supervised. One tent for visitors. Small music ensemble.

**CONDITIONS:**

1. Contact Detail Sergeant at Police Department and Department of Public Works two weeks prior to event to arrange for adequate public safety and traffic control requirements.
2. Roadway should be clearly marked at both ends for safety purposes.
3. Any barricades placed in the roadway should be portable and a person assigned to remove them to allow passage of public safety equipment.
4. Tents exceeding 400 sq. ft. require a permit and inspection by the Inspectional Services Dept. and Fire Prevention Dept.

**PERMIT FEE** \$200.00 **FILING FEE** \$10.00

**DEPOSIT** \$300.00 (Deposit refundable at conclusion of event provided that no litter or damage has occurred)

**BOARD OF SELECTMEN:**

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**TOWN OF FALMOUTH  
SPECIAL EVENT PERMIT**

**NAME** Falmouth Farmers' Market

**MAILING ADDRESS** P.O. Box 179, Falmouth, MA 02541

**EVENT DAY & DATE** Thursdays, May 23, 2019 – October 10, 2019  
+ Tuesday, November 26, 2019 (Holiday Market - 11:00 – 3:00)

**RAIN DATE** None.

**EVENT LOCATION** Marina Park

**EVENT TYPE** Farmer's Market

**SET-UP ARRIVAL TIME** 10:00 a.m. **EVENT HOURS** 12:00 noon – 6:00 p.m.

**NUMBER OF ATTENDEES** ~ 100 **# OF VEHICLES** ~ 70

**ADDITIONAL DETAILS** Request access to public restrooms, water and electricity. 10x10 tents, folding chairs. Public restrooms not available 11/26/19; organizer to provide porta-potty.

**CONDITIONS:**

1. *Parking Option A (attached) with rotation as recommended by the Parks Superintendent.*
2. *Parking on the lawn, during or immediately after a rain event, may be prohibited by the Parks Superintendent*
3. *The parking area is to be marked off and monitored by the Farmer's Market.*
4. *Parking placards are to be issued for either Marina Park Lawn or Gus Canty parking.*
5. *Repair and maintenance requested by the Parks Superintendent shall be undertaken immediately at the expense of the Farmer's Market.*
6. *Event organizers to police the area following event to ensure any litter or debris is cleared.*
7. *Contact Inspectional Services Department for tent permit and inspection.*
8. *Contact Fire Department if any cooking equipment is to be used on site.*

**PERMIT FEE** \$4,400.00 (22 x \$200/day) **FILING FEE** \$10.00

**DEPOSIT** \$1,000.00 *(Deposit refundable at conclusion of event provided that no litter or damage has occurred)*

**BOARD OF SELECTMEN:**

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**TOWN OF FALMOUTH  
SPECIAL EVENT PERMIT**

**EVENT NAME** Falmouth June Jog

**NAME** Melissa Keefe, East Falmouth Elementary PTO

**MAILING ADDRESS** 66 Vidal Avenue, East Falmouth, MA 02536

**EVENT DAY & DATE** Sunday, June 2, 2019

**RAIN DATE** None.

**EVENT LOCATION** Falmouth Heights Beach to East Falmouth Elementary School

**EVENT TYPE** 4-Mile & 10K Run/Walk

**SET-UP ARRIVAL TIME** 6:00 a.m./1:00 p.m. **EVENT HOURS** 8 30 a.m. – 11:00 a.m.

**NUMBER OF ATTENDEES** 250 **NUMBER OF VEHICLES** -

**ADDITIONAL DETAILS** Portable toilets (4) in the area at corner of ball fields near the BBC. They will be delivered on Saturday evening 6/1/19 and removed on 6/3/19. Race route is attached. Parking at East Falmouth Elementary School.

**CONDITIONS:**

1. Contact Falmouth Police Detail Sergeant to ensure safe pedestrian, runner and vehicular traffic is maintained on Menauhant Road, at Bridge, and in the area of Bristol Beach.
2. Event organizers to police route following event to ensure that no litter or debris is left behind.
3. Parking limited at Falmouth Heights Beach. Organizer to arrange for additional parking in another location if needed.

**PERMIT FEE** \$200.00 **FILING FEE** \$10.00

**DEPOSIT** \$300.00 *(Refundable at conclusion of event provided that no litter or damage has occurred)*

**BOARD OF SELECTMEN:**

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**TOWN OF FALMOUTH  
SPECIAL EVENT PERMIT**

**EVENT** Falmouth Classic Car Show

**NAME** Falmouth Classic Car Club

**MAILING ADDRESS** P.O. Box 535, Falmouth, MA 02541

**EVENT DAY & DATE** Sundays: June 9, 2019; July 14, 2019 and August 11, 2019

**RAIN DATE** None.

**EVENT LOCATION** Bandshell & Marina Park

**EVENT TYPE** Classic Car Show

**SET-UP ARRIVAL TIME** 8:00 a.m. **EVENT HOURS** 9:00 a.m. – 2:00 p.m.

**NUMBER OF ATTENDEES** 200 **# OF VEHICLES** 30 - 60

**ADDITIONAL DETAILS** Use of restrooms at Harbormaster office. Electricity required from bandshell for P.A. system. Request extra trash cans from DPW.

**CONDITIONS:**

1. Event organizers to police the area following the event to ensure its cleanliness.
2. Food vendor to contact Health Department in advance to apply for temporary food permit and to schedule inspections.
3. Contact Fire Department for event packet and to schedule inspection of food cooking equipment.
4. Contact Inspectional Services Department 30 days in advance for tent permit and schedule inspections.
5. Contact the Recreation Department the Friday before the event to obtain key for electrical panel at bandshell.
6. Monitor amplification of music in accordance with the Town's Anti-Noise By-Law.
7. Damage to grounds shall be repaired at the expense of the applicant, subject to approval by the Parks Superintendent.

**PERMIT FEE** \$600.00 **FILING FEE** \$10.00

**DEPOSIT** \$1,000.00 *(Deposit refundable at conclusion of event if no litter or damage has occurred)*

**BOARD OF SELECTMEN:**

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**TOWN OF FALMOUTH  
SPECIAL EVENT PERMIT**

**EVENT** Arts Alive Festival

**NAME** ArtsFalmouth, Inc., Lee Geishecker

**MAILING ADDRESS** P.O. Box 136, Falmouth, MA 02541

**EVENT DAY & DATE** Friday – Sunday, June 21 – 23, 2019

**RAIN DATE** None.

**EVENT LOCATION** Shore Street Extension & Library Lawn

**EVENT TYPE** Arts Festival

**SET-UP ARRIVAL TIME** 8:00 a.m. **EVENT HOURS** Friday, June 21: 5-9 pm;  
Saturday, June 22: 10am-9pm; Sunday, June 23: 11am-5pm

**NUMBER OF ATTENDEES** Approx. 5,000

**ADDITIONAL DETAILS** Use of restrooms, additional trash barrels from DPW. Closure of Shore Street Extension from dawn on Friday, 6/21 to noon on Monday, 6/24/19. Non-permanent chalk drawings on Main St. sidewalks.

**CONDITIONS:**

1. Location must be policed for cleanliness following event.
2. Submit plan to Fire and Police at least 30 days prior to event showing location of tents, activities and road closure.
3. Contact DPW in advance of event to arrange for road closure.
4. Contact Health Department 30 days in advance to obtain temporary food permits for food vendors and to schedule inspections.
5. Contact Fire Department to arrange for inspection of food cooking equipment.
6. Contact Inspectional Services Department 30 days in advance of event for tent permit and inspections.

**PERMIT FEE** \$200.00/day **FILING FEE** \$10.00

**DEPOSIT** \$300.00 (Deposit refundable at conclusion of event provided that no litter or damage has occurred)

**BOARD OF SELECTMEN:**

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**TOWN OF FALMOUTH  
SPECIAL EVENT PERMIT**

**EVENT** JazzTober

**NAME** ArtsFalmouth, Inc., Lee Geishecker

**MAILING ADDRESS** P.O. Box 136, Falmouth, MA 02541

**EVENT DAY & DATE** Saturday, October 19, 2019

**RAIN DATE** None.

**EVENT LOCATION** Queen's Buyway, Along Main Street and Peg Noonan Park

**EVENT TYPE** Jazz Stroll with music in shops

**SET-UP ARRIVAL TIME** 3:00 p.m. **EVENT HOURS** 5:00 p.m. to 8:00 p.m.

**NUMBER OF ATTENDEES** 500 **# OF VEHICLES** None

**ADDITIONAL DETAILS** Music will be provided in 10 – 12 shops and restaurants on Queens Buyway and on Main Street. Music under tent at Peg Noonan Park. Request use of Town restrooms and extra trash barrels.

**CONDITIONS:**

1. Organizers to obtain an umbrella temporary food permit from Health Department for all food vendors and non-food businesses providing food and beverage. Coordinate with Falmouth Village Association.
2. Contact Parks Department in advance to establish and approve tent location.
3. Contact Inspectional Services Department 48 hours in advance for tent permit.
4. Contact DPW to arrange for additional trash pickup to cover overflow for this event.

**PERMIT FEE** \$200.00 **FILING FEE** \$10.00  
**DEPOSIT** \$300.00 *(Deposit refundable at conclusion of event provided that no litter or damage has occurred)*

**BOARD OF SELECTMEN:**

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**TOWN OF FALMOUTH  
SPECIAL EVENT PERMIT**

**EVENT NAME** 8<sup>th</sup> Annual Run Jack Run

**NAME** Samantha Pearsall Mueller, Jack's PACT President

**MAILING ADDRESS** P.O. Box 232, Falmouth, MA 02541

**EVENT DAY & DATE** Thursday, July 4, 2019

**RAIN DATE** None.

**EVENT LOCATION** Trotting Park Soccer Field and Track

**EVENT TYPE** Family fun run/walk to benefit Jack Pearsall Memorial Scholarship

**SET-UP/BREAK DOWN** 7:00 a.m./10:00 a.m. **EVENT HOURS** 9:00 a.m. – 10:00 a.m.

**NUMBER OF ATTENDEES** 250-300 **# OF VEHICLES** 100

**ADDITIONAL DETAILS** Entire event and one mile trail race at Trotting Park fields. Music. Parking at Trotting Park fields.

**CONDITIONS:**

1. Contact Detail Sergeant, Police Department, one month before event for any public safety requirements.
2. Contact Health Department 30 days prior to event for food service permit and inspections.
3. Race organizers to check the fields following the event to remove any litter or debris.

**PERMIT FEE** \$150.00 **FILING FEE:** \$10.00

**DEPOSIT** \$300.00 (Deposit refundable at conclusion of event if no litter or damage has occurred)

**BOARD OF SELECTMEN:**

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**TOWN OF FALMOUTH  
SPECIAL EVENT PERMIT**

**EVENT NAME** 25<sup>th</sup> Annual Falmouth Sprint Triathlon

**NAME** New England Endurance Events, LLC, Kathleen Walker

**MAILING ADDRESS** P.O. Box 490, South Orleans, MA 02662

**EVENT DAY & DATE** Sunday, July 14, 2019

**RAIN DATE** None.

**EVENT LOCATION** Surf Drive Beach

**EVENT TYPE** Swim-Bike-Run Triathlon

**SET-UP ARRIVAL TIME** Sat., 7/13, 4-7 pm **EVENT HOURS** 7:30 a.m. – 10:00 a.m.

**NUMBER OF ATTENDEES** 750 **NUMBER OF VEHICLES** 500

**ADDITIONAL DETAILS** Access to electricity, water and restrooms at Surf Drive Beach. Organizer will also provide portable restrooms. 9.25 mile bike, 3.1 mile run, 3/10-mile swim. Route attached.

**CONDITIONS:**

1. No parking on Main Street.
2. No parking on Katharine Lee Bates Road from Library Lane to Gifford Street.
3. Parking plan same as that used in 2015.
4. Contact the Police Department Detail Sergeants 30 days prior to event to schedule appropriate safety provisions.
5. Contact Fire Department 30 days prior to event to arrange for EMS or fire detail.
6. Contact Inspectional Services Department 30 days in advance for tent permit and to schedule inspections.
7. Contact Health Department 30 days prior to event for temporary food permit.
8. No markings on pavement.
9. Event organizers to police the race route following the event to ensure any litter or debris is cleared.
10. Contact Town Manager's office, Police and Fire with any route changes.

**PERMIT FEE** \$450.00 **FILING FEE** \$10.00  
**DEPOSIT** \$1,000.00 (Deposit refundable at conclusion of event provided that no litter or damage has occurred.)

**BOARD OF SELECTMEN:**

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**TOWN OF FALMOUTH  
SPECIAL EVENT PERMIT**

**EVENT** Rockin' Recovery (Beach Concert)

**NAME** Recovery Without Walls, William Dougherty

**MAILING ADDRESS** P.O. Box 591, West Falmouth, MA 02574

**EVENT DAY & DATE** Wednesday, July 17, 2019

**RAIN DATE** Thursday, July 18, 2019

**EVENT LOCATION** Old Silver Beach (resident side)

**EVENT TYPE** Fundraiser for Recovery Without Walls

**SET-UP ARRIVAL TIME** 4:30 p.m. **EVENT HOURS** 6:00 p.m. – 8:30 p.m.

**NUMBER OF ATTENDEES** 1,500 **# OF VEHICLES** 300

**ADDITIONAL DETAILS** Music from 6:00 p.m. to 8:15 p.m. Use of electricity. Use of beach parking lots. Use of restrooms. Alcohol-free event. Parking in 3 Town lots and one private lot at St. Elizabeth Seton Church.

**CONDITIONS:**

1. No alcoholic beverages to be consumed on the premises.
2. No fires on the beach.
3. Event organizer to provide trash receptacles at each exit from beach, walk beach after the event to pick up trash, and load onto pick-up trucks and haul away.
4. Six beach parking attendants to work during event to assist in parking.
5. Event organizer to hire a boat detail from Harbormaster.
6. Cover electrical cords to avoid trip hazard.
7. Provide site plan to Fire, Police and Beach department prior to event.
8. Contact Police Detail Sergeant to hire two police details for event traffic.

**PERMIT FEE** \$200.00 **FILING FEE** \$10.00

**DEPOSIT** \$1,000.00 (Refundable at conclusion of event provided that no litter or damage has occurred)

**BOARD OF SELECTMEN:**

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**TOWN OF FALMOUTH  
SPECIAL EVENT PERMIT**

**EVENT NAME** Butterfly Garden Day

**NAME** Spohr Gardens, William Kerfoot

**MAILING ADDRESS** 766-B Falmouth Road, Mashpee, MA 02649

**EVENT DAY & DATE** Saturday, August 3, 2019

**RAIN DATE** Saturday, August 10, 2019

**EVENT LOCATION** Spohr Gardens – Fells Road

**EVENT TYPE** Butterfly Garden Exposition

**SET-UP/BREAK DOWN** 8:00 a.m./5:00 p.m. **EVENT HOURS** 9:00 a.m. – 4:00 p.m.

**NUMBER OF ATTENDEES** 200 **# OF VEHICLES** Approx. 50

**ADDITIONAL DETAILS** Road closed for Saturday. Parking supervised. One tent for visitors.

**CONDITIONS:**

1. Contact Detail Sergeant at Police Department and Department of Public Works two weeks prior to event to arrange for adequate public safety and traffic control requirements.
2. Roadway should be clearly marked at both ends for safety purposes.
3. Any barricades placed in the roadway should be portable and a person assigned to remove them to allow passage of public safety equipment.
4. Tents exceeding 400 sq. ft. require a permit and inspection by the Inspectional Services Dept. and Fire Prevention Dept.

**PERMIT FEE** \$200.00 **FILING FEE** \$10.00

**DEPOSIT** \$300.00 *(Deposit refundable at conclusion of event provided that no litter or damage has occurred)*

**BOARD OF SELECTMEN:**

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**TOWN OF FALMOUTH  
SPECIAL EVENT PERMIT**

**EVENT NAME** The Falmouth Walk

**NAME** Tom Walrath

**MAILING ADDRESS** 23 Rivers End Rd., Teaticket, MA 02536

**EVENT DAY & DATE** Saturday, August 17, 2019

**RAIN DATE** None

**EVENT LOCATION** Sidewalks - Start at Town Hall Square; End at St. Barnabas Church

**EVENT TYPE** 29<sup>th</sup> Annual Falmouth Walk

**SET-UP/BREAK-DOWN** 8:30 a.m./11:30 a.m. **EVENT HOURS** 10:00 a.m. – 11:30 a.m.

**NUMBER OF ATTENDEES** 750 **# OF VEHICLES** None

**ADDITIONAL DETAILS** Walk to raise funds for Falmouth charities. Followed by a picnic at St. Barnabas. Map attached. Parking at St. Barnabas and Mullen-Hall School.

**CONDITIONS:**

1. Organizers to police route after event to be sure no litter or debris left behind.
2. No markings on pavement.
3. Contact Inspectional Services Department 30 days prior to event for permit and inspection of tents in excess of 400 sq. ft.
4. Contact Health Department 30 days prior to event for temporary food permit.

**PERMIT FEE** \$250.00 **FILING FEE** \$10.00

**DEPOSIT** \$300.00 (Refundable at conclusion of event provided that no litter or damage has occurred)

**BOARD OF SELECTMEN:**

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**TOWN OF FALMOUTH  
SPECIAL EVENT PERMIT**

**EVENT NAME** New Balance Falmouth Road Race

**NAME** Falmouth Road Race, Inc. - Jennifer Edwards, General Manager

**MAILING ADDRESS** P.O. Box 732, Falmouth, MA 02541

**EVENT DAY & DATE** Sunday, August 18, 2019

**RAIN DATE** None.

**EVENT LOCATION** Woods Hole to Falmouth Heights, and Use of Bandshell and Ball Field

**EVENT TYPE** 7-mile road race  
Woods Hole & Fal. Hts.

**SET-UP/BREAK DOWN** 5:00 am/11:00-12:00 pm **EVENT HOURS** 8:00 a.m. – 1:00 p.m.

**NUMBER OF ATTENDEES** 12,800 registrants **VEHICLES** Approx. 85 buses

**ADDITIONAL DETAILS** 1) Band at Bandshell. 2) Bike valet program at parcel located on corner of Grand Ave. & Crescent Ave. from 6:15 a.m. – 7:45 a.m. (approximately 300). 3) Buses on Katharine Lee Bates Rd. for staging. 4) Temporary use of beach parking lots. 5) DJ at Nobska and at finish, 1-3 person bands along route. 6) Tents only at Worcester Ct.

**CONDITIONS:**

1. Submission of a Certificate of Insurance in the amount of \$1,000,000, including directors and officers coverage, naming the Town of Falmouth and Board of Selectmen as additional insured.
2. Contact Police detail sergeant to arrange for public safety requirements.
3. Contact Fire Rescue Department to arrange medical plan and EMS detail.
4. Contact Inspectional Services Department for tent permit.
5. Contact Health Department for temporary food permit.
6. Improve barricading.

**PERMIT FEE** \$450.00 **FILING FEE** \$10.00

**DEPOSIT** \$300.00 (Deposit refundable at conclusion of event provided that no litter or damage has occurred)

**BOARD OF SELECTMEN:**

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**TOWN OF FALMOUTH  
SPECIAL EVENT PERMIT**

**EVENT NAME** Falmouth Rotary Club Craft Fair

**NAME** Falmouth Rotary Club, William Kerfoot

**MAILING ADDRESS** c/o 766-B Falmouth Rd., Mashpee, MA 02649

**EVENT DAY & DATE** Saturday, August 31, 2019 & Sunday, September 1, 2019

**RAIN DATE** Monday, September 2, 2019

**EVENT LOCATION** Bandshell & Marina Park (both sides)

**EVENT TYPE** Annual Falmouth Rotary Craft Fair Fundraiser  
8/30 at 5:00 a.m.

**SET-UP/BREAK-DOWN TIMES** 9/3 by 5:00 p.m. **EVENT HOURS** 8:00 a.m. – 4:00 p.m

**NUMBER OF ATTENDEES** 75 Vendors **NUMBER OF VEHICLES** 100

**ADDITIONAL DETAILS** Use of Harbormaster office restroom facilities; water from hose; parking in designated stalls and south park; use of shelter electric supply and under canopy. Will erect tent for food service; fence for admissions.

**CONDITIONS:**

1. Organizer to provide additional trash receptacles/pick-ups if necessary.
2. Organizer to police the area following the event to ensure that there is no litter or debris left.
3. Pick up key for electric supply from Recreation Department on or before Friday, 9/1/17.
4. Coordinate with Harbormaster for use of restrooms.
5. Contact the Falmouth Health Department 30 days prior to event for temporary health permit and inspections for food vendors.
6. Tents exceeding 400 sq. ft. require a permit reviewed and approved by the Inspectional Services Dept. and Fire Prevention Dept.
7. Organizer must complete Fire Department events packet.
8. Tent permit application is available online or at the Inspectional Services Department.
9. Tents with sides require emergency lighting, exit lights and signs, and extinguishers.
10. All tents must have a label for flame and smoke and must meet the requirements of the Massachusetts State Building Code Chapter 24.
11. All tents that require a permit shall be inspected prior to the event.
12. Weekend or after hour inspections require a one-week notice and an additional fee is required.

**PERMIT FEE** \$800.00 **FILING FEE** \$10.00

**DEPOSIT** \$1,000.00 (Deposit refundable at conclusion of event provided that no litter or damage has occurred)

**BOARD OF SELECTMEN:**

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**TOWN OF FALMOUTH  
SPECIAL EVENT PERMIT**

**EVENT** Wounded Warrior Soldier Ride

**NAME** Wounded Warrior Project Inc., Sharda Perez  
Falmouth Military Support Group, Carole Kenney

**MAILING ADDRESS** P.O. Box 2247, Teaticket, MA 02536

**EVENT DAY & DATE** Thursday, September 12, 2019

**RAIN DATE** None.

**EVENT LOCATION** Bike Path – North Falmouth to Woods Hole to North Falmouth

**EVENT TYPE** Bike Ride – Community Support for Wounded Veterans

**SET-UP ARRIVAL TIME** 7:00 am – 2:00 pm **EVENT HOURS** 8:00 am – 1:00 pm

**NUMBER OF ATTENDEES** 50 **# OF VEHICLES** 2 buses/2 u-hauls/1 van

**ADDITIONAL DETAILS** Old Dock Road to Buzzards Bay Discovery Center in Woods Hole.  
Park at N. Falmouth start of bike path. Will have ADA portable toilet brought to start location  
for the day.

**CONDITIONS:**

1. Please observe Shining Sea Bike Path rules, attached.
2. Contact Falmouth Fire Rescue Department for EMS coordination.
3. Organizers to police the bike route to ensure that no litter or debris is left behind.
4. Contact Health Department prior to event if food (other than water) will be provided.

**PERMIT FEE** \$25.00 **FILING FEE** \$10.00

**DEPOSIT** \$300.00 (Refundable at conclusion of event if no  
litter or damage has occurred)

**BOARD OF SELECTMEN:**

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**TOWN OF FALMOUTH  
SPECIAL EVENT PERMIT**

EVENT NAME Striper Fest

NAME On The Water LLC – Chris Megan, Publisher/Owner

MAILING ADDRESS 707 Teaticket Highway, East Falmouth, MA 02536

EVENT DAY & DATE Saturday, September 28, 2019

SET-UP / BREAK-DOWN DATE Thursday, 9/26/19 / Sunday, 9/29/19

RAIN DATE TBD

EVENT LOCATION Marina Park and Bandshell

EVENT TYPE Fishing Festival and Awards Ceremony

EVENT HOURS 12:00 noon – 7:00 p.m.

NUMBER OF ATTENDEES approx. 3,000 # OF VEHICLES 500+ over course of day

ADDITIONAL DETAILS Entertainment-background band. Requesting use of marina park restrooms. Will also provide portable restrooms. Beer & wine application also submitted.

**CONDITIONS (the following conditions must be met prior to event):**

1. Contact Police Detail Sergeant one month before event to arrange for adequate public safety requirements. Recommend two (2) detail officers to clear traffic and buses on Scranton Ave. & Main St.
2. Rope off section where alcoholic beverages will be sold and consumed.
3. Proof of liquor liability insurance required.
4. Alcohol service stops 15 minutes before end of event.
5. Contact Health Department 30 days in advance of event for Temporary Food Service Permit for alcoholic beverage vendors and for food vendors and to schedule inspections.
6. Coordinate liquor ticket sales to provide time for redemption. Consider earlier end to liquor sales cutoff.
7. Fire Department requires a site plan that indicates tent sizes and locations. Will also need to know locations of any grills, propane tanks, etc.
8. Contact Inspectional Services Department 30 days prior to event for tent permit and to schedule inspection.
9. DPW recommends the applicant explore possibility of contracting the rubbish collection portion of this event.

PERMIT FEE \$800.00 (\$200/day x 4) FILING FEE \$10.00

DEPOSIT \$1,000.00 (Refundable at conclusion of event provided that no litter or damage has occurred)

**BOARD OF SELECTMEN:**

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**TOWN OF FALMOUTH  
SPECIAL EVENT PERMIT**

**EVENT NAME** Zooma Women's Half Marathon

**NAME** Sarah Ratzlaff, Matt Auger

**MAILING ADDRESS** Sarah Ratzlaff, 5021 Wise Bird Dr., Windermere, FL 34786

**EVENT DAY & DATE** Sunday, September 29, 2019

**RAIN DATE** None.

**EVENT LOCATION** Start/Finish Seacrest Beach Resort, N. Falmouth, Bike Path, Old Silver Beach resident and non-resident parking lots

**EVENT TYPE** Half Marathon and 10K Road Race

**SET-UP ARRIVAL TIME** 4:00 a.m. **EVENT HOURS** 7:00 a.m. – 11:30 a.m.

**NUMBER OF ATTENDEES** 800 **# OF VEHICLES** \_\_\_\_\_

**ADDITIONAL DETAILS** Route: See attachment to this permit (starts and ends at Seacrest Beach Hotel). Portable toilets provided by race organizers. Trash receptacles and pick-up provided by race organizers.

**CONDITIONS:**

1. No complete road closures.
2. No permanent markings on road pavement or bike path. Route markings must be either temporary signs or chalk markings or suitable alternative approved by DPW.
3. Contact police detail sergeant at least 30 days prior to event to arrange for adequate public safety requirements.
4. Contact Fire/Rescue Department at least 30 days prior to event to secure required EMS detail.
5. Event locations, parking lots and race route must be checked for cleanliness following the race.

**PERMIT FEE** \$450.00 **FILING FEE** \$10.00

**DEPOSIT** \$300.00 *(Deposit refundable at conclusion of event provided that no litter or damage has occurred)*

**BOARD OF SELECTMEN:**

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**TOWN OF FALMOUTH  
SPECIAL EVENT PERMIT**

**EVENT NAME** Cape Cod Marathon Kids' Fun Run

**NAME** Falmouth Track Club, Jack Afarian

**MAILING ADDRESS** P.O. Box 699, West Falmouth, MA 02574

**EVENT DAY & DATE** Sunday, October 27, 2019

**RAIN DATE** None.

**EVENT LOCATION** St. Barnabas Church Campus

**SET-UP/BREAK DOWN** 8:00 am / 11:00 am **EVENT HOURS** 8:45 am – 10:00 am

**NUMBER OF ATTENDEES** 150 **# OF VEHICLES** 0

**ADDITIONAL DETAILS** This is an additional activity for the already-approved 2019 Cape Cod Marathon weekend event. Parking at Lawrence School.

**CONDITIONS:**

1. Kids' event to stay on St. Barnabas Church campus.
2. Contact Police Detail Sergeants 1 month in advance for any public safety requests.
3. Contact Fire Department in advance of event for any Fire or EMS detail requests.
4. Contact Inspectional Services Department 30 days prior to event for permit for tents in excess of 400 sq. ft. and to schedule inspections.
5. Contact Health Department in advance of event for temporary food permit and to schedule inspection.

**PERMIT FEE** \$200.00 **FILING FEE** \$10.00

**DEPOSIT** \$300.00 *(Deposit refundable at conclusion of event provided that no litter or damage has occurred.)*

**BOARD OF SELECTMEN:**

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**TOWN OF FALMOUTH  
SPECIAL EVENT PERMIT**

**EVENT NAME** 40<sup>th</sup> Annual Falmouth in the Fall Road Race

**NAME** Don Facey, Race Director

**MAILING ADDRESS** 393 Jones Road, Falmouth, MA 02540

**EVENT DAY & DATE** Sunday, November 3, 2019

**RAIN DATE** None.

**EVENT LOCATION** Woods Hole to Falmouth Heights

**SET-UP ARRIVAL TIME** 10:00 a.m. **EVENT HOURS** 1:00 p.m. – 3:00 p.m.

**NUMBER OF ATTENDEES** 300 - 400 **# OF VEHICLES** 1

**ADDITIONAL DETAILS** One 10'x10' tent on Falmouth Heights ball field. D.J. at Falmouth Heights ball field. Race will provide 4 portable toilets at Woods Hole and 3 at Falmouth Heights. Parking at Falmouth Heights Beach parking lot and Bristol Beach parking lot.

**CONDITIONS:**

1. Contact the Police detail sergeant one month before the event to arrange for adequate public safety requirements.
2. Contact Fire Rescue Department EMS officer for EMS or fire detail coordination.
3. No bathroom facilities or water will be available at Ellen Mitchell Bathhouse, as the water has been turned off.
4. Event organizers to police race route and locations to clean up any litter or debris following the race.
5. Tent in excess of 400 sq. ft. require a permit from the Building Department.
6. If food other than water to be offered, contact the Health Department for a temporary food permit.
7. No parking on Worcester Court Greenway.

**PERMIT FEE** \$450.00 **FILING FEE** \$10.00  
**DEPOSIT** \$300.00 *(Deposit refundable at conclusion of event provided that no litter or damage has occurred)*

**BOARD OF SELECTMEN:**

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**TOWN OF FALMOUTH  
SPECIAL EVENT PERMIT**

**EVENT NAME** Grave Marking Ceremony

**NAME** David S. Martin, Sons of American Revolution, Cape Chapter

**MAILING ADDRESS** 10 Colonial Farm Circle, Marstons Mills, MA 02648

**EVENT DAY & DATE** Saturday, May 18, 2019

**RAIN DATE** None.

**LOCATION** Grave of Abraham Swift, Old Burial Ground, 8 Cemetery Lane, off Mill Rd.

**SET-UP ARRIVAL TIME** 9:00 a.m. **EVENT HOURS** 10:00 a.m. – 1:00 p.m.

**NUMBER OF ATTENDEES** 25 **# OF VEHICLES** 6

**ADDITIONAL DETAILS** Prayer, reading of citation, flags, color guard, 2 shots from a musket.

**CONDITIONS:**

1. Contact the Police shift supervisor prior to/on day of event regarding musket fire.
2. Contact Lt. Kinsella at Police Department in advance of event regarding Police color guard.
3. Event organizers to check area and clean up any litter or debris following the ceremony.

**PERMIT FEE** \$25.00 **FILING FEE** \$10.00

**DEPOSIT** \$300.00 *(Deposit refundable at conclusion of event provided that no litter or damage has occurred)*

**BOARD OF SELECTMEN:**

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**TOWN OF FALMOUTH  
SPECIAL EVENT PERMIT**

EVENT Coast Fest

NAME Luke Vose

MAILING ADDRESS 42 Minot St., Falmouth, MA 02540

EVENT DAY & DATE Saturday, August 3, 2019

RAIN DATE None.

EVENT LOCATION Bandshell

EVENT TYPE Music Concert

SET-UP ARRIVAL TIME 8/3 - 7:00 am / 8/4 - 4:00 pm EVENT HOURS 4:00 pm – 10:00 pm

NUMBER OF ATTENDEES 1,500 # OF VEHICLES \_\_\_\_\_

ADDITIONAL DETAILS National and local live bands. Auxiliary parking at Lawrence School with shuttle bus.

**CONDITIONS:**

1. Police and Fire details are required. Contact 30 days prior to event to arrange for adequate public safety requirements.
2. Submit a site plan to Police and Fire that indicating locations of tents, sizes, alcohol service area, and safety plan.
3. Fence off section where alcoholic beverages will be sold and consumed. No alcoholic beverages outside of fenced-off designated area.
4. Alcohol service stops 15 minutes before end of event.
5. Proof of liquor liability insurance required.
6. Contact Health Department 30 days in advance of event for Temporary Food Service Permit for alcoholic beverage vendors and for food vendors and to schedule inspections.
7. Contact Inspectional Services Department 30 days prior to event for tent permit and to schedule inspection. Limit number of people in tent.
8. Contact Harbormaster for use of restrooms and/or arrange for port-a-potties.
9. Pick up key at Recreation Department by Friday, August 2, 2019 to access electricity to Bandshell.
10. Applicant to contract private rubbish collection for event.
11. Organizers to check Bandshell/Marine Park area following event to remove any litter and debris.

PERMIT FEE \$400.00 FILING FEE \$10.00

DEPOSIT \$1,000.00 (Refundable at conclusion of event provided that no litter or damage has occurred)

**BOARD OF SELECTMEN:**

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**TOWN OF FALMOUTH  
SPECIAL EVENT PERMIT**

**EVENT NAME** Nebassin

**NAME** Joseph Russell

**MAILING ADDRESS** 45 Asiaf Way, Plymouth, MA 02360

**EVENT DAY & DATE** Sunday, July 14, 2019

**RAIN DATE** None.

**LOCATION** Coonamesett Pond

**SET-UP ARRIVAL TIME** 6:00 a.m. **EVENT HOURS** 6:00 a.m. - 3:00 p.m.

**NUMBER OF ATTENDEES** 20 **# OF VEHICLES** 10

**ADDITIONAL DETAILS** Parking in the dirt lot.

**CONDITIONS:**

1. Per Falmouth Town Code Chapter 91-5, horsepower on the bass boats may not exceed 5.
2. Event organizers to check area and clean up any litter or debris following the event.

**PERMIT FEE** \$25.00 **FILING FEE** \$10.00

**DEPOSIT** \$300.00 (Deposit refundable at conclusion of event provided that no litter or damage has occurred)

**BOARD OF SELECTMEN:**

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**TOWN OF FALMOUTH  
SPECIAL EVENT PERMIT**

**EVENT** Katharine Lee Bates Poetry-Birthday Festival

**NAME** Falmouth Historical Society

**MAILING ADDRESS** P.O. Box 174, Falmouth, MA 02541

**EVENT DAY & DATE** Monday, August 12, 2019

**RAIN DATE** None.

**EVENT LOCATION** Falmouth Public Library, Library Lawn, 300 Main Street

**EVENT TYPE** Community Celebration of Katherine Lee Bates' 160<sup>th</sup> Birthday

**SET-UP ARRIVAL TIME** \_\_\_\_\_ **EVENT HOURS** 4:00 p.m. – 6:30 p.m.

**NUMBER OF ATTENDEES** 300-500 **# of VEHICLES** \_\_\_\_\_

**ADDITIONAL DETAILS** Parking at Lawrence School.

**CONDITIONS:**

1. Contact Health Department 2 weeks prior to event for temporary food permit and to arrange for inspection.
2. All areas to be checked for cleanliness following the event.

**PERMIT FEE** \$200.00 **FILING FEE** \$10.00

**DEPOSIT** \$300.00 Refundable at conclusion of event provided that no litter or damage has occurred)

**BOARD OF SELECTMEN:**

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**TOWN OF FALMOUTH  
WEDDING/COMMITMENT CEREMONY  
AND PARKING PERMIT**

**NAME** Catherine Walsh & John Stecich

**MAILING ADDRESS** 35 Jericho Path, Falmouth, MA 02540

**CEREMONY DAY & DATE** Saturday, September 21, 2019

**LOCATION** Bristol Beach

**SET-UP ARRIVAL TIME** 4:00 pm **CEREMONY HOURS** 4:30 pm – 5:00 pm

**NUMBER OF GUESTS** 40 **NUMBER OF VEHICLES** 15

**TIME NEEDED FOR PARKING VEHICLES** 4:00 pm to 5:00 pm

**ENTERTAINMENT** Music.

**ADDITIONAL DETAILS:** Photographs.

**CONDITIONS:**

1. Consumption of alcoholic beverages prohibited on Town beaches and parking areas.
2. Parking is on a first come first serve basis.

**PERMIT FEE** \$150.00 **FILING FEE** \$10.00  
**DEPOSIT** \$300.00 (Deposit refundable at conclusion of event provided that no litter or damage has occurred)

**BOARD OF SELECTMEN:**

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## Town Committee Vacancies

The Falmouth Board of Selectmen has announced the following vacancies on Town committees:

Committee	Term Until	Due Date
Agricultural Commission (1 position)	6/30/19	
Affordable Housing Committee (1 position)	6/30/21	
Board of Assessors (1 position)	6/30/21	
Board of Survey (2 positions)	6/30/21	
Cable Advisory Committee (3 positions)	6/30/19, 6/30/20, 6/30/21	
Coastal Pond Management Committee (1 position)	6/30/19	
Commission on Disabilities (1 position)	6/30/21	
Community Preservation Committee (1 position)	6/30/21	
Cultural Council (3 positions)	6/30/20, 6/30/21	
Finance Committee (2 positions)	Until April 2019 Town Meeting	
Historical Commission (1 alternate position)	6/30/21	
Human Services Committee (1 position)	6/30/21	
Library Board of Trustees (1 position)	Until May 2019 Town Election	
Sign Review Committee (3 full positions, 2 alternate positions)	6/30/19, 6/30/21 & 6/30/20	
Steamship Authority Board of Governors (1 position)	12/31/20	1/31/19
Zoning Board of Appeals (2 positions)	6/30/19, 6/30/20	12/12/18

Applications are available on the Town website [www.falmouthmass.us](http://www.falmouthmass.us), or in the Office of the Board of Selectmen, 59 Town Hall Square, Falmouth. Please submit applications to the Office of the Board of Selectmen.

Committee Vacancies  
February 8, 2019

COMMITTEE	OPEN	APPLICANTS	TERM LIMIT - NAME	RESIGNED - NAME	TERM UNTIL	NOTES
Affordable Housing Committee	1			Anne Connolly	6/30/2021	
Agricultural Commission	1			Debra Lee Rogers	6/30/2019	
Board of Assessors	1			Michael Doyle Sullivan	6/30/2021	
Board of Survey	2		Michael McGrath		6/30/2021	
			Michael Duffany		6/30/2021	
Cable Advisory Committee	3			Michael Heylin	6/30/2019	
				Michael Eder	6/30/2021	
				Ernie Hyde	6/30/2021	
Coastal Pond Management Committee	3				6/30/2019	1 At Large
					6/30/2019	1 Con. Com.
					6/30/2019	1 Planning Board
Commission on Disabilities	1	Paul Grunden		Edward J. Sullivan	6/30/2021	and Rt. 28 Citizens Advisory Committee
Community Preservation Committee	1			Eileen Miskell	6/30/2021	At large
Cultural Council	3				6/30/20, 6/30/21	
Finance Committee	2			Paul Sellers	April 2019 Town Meeting	
				Steven Angelo	April 2019 Town Meeting	
Golf Advisory Committee	2			Bryan Anderson		The 300 Committee
				Michael Lawrence		Chamber of Commerce
Historical Commission	1			Mason Wilcox	6/30/2021	Alternate position
Human Services Committee	1			Stephen Gates	6/30/2020	
Library Board of Trustees	1			Kathleen Murray	May 2019 Town Election	
Route 28 Citizens Advisory Committee	1	Jeanne Stack		Edward J. Sullivan	Completion	Disabilities designee
Sign Review Committee	5			Thomas Pender	6/30/2019	3 full, 2 alternate
				Susan McCabe	6/30/2020	
				Meredith Hunnibell	6/30/2021	
				Howard Dunn	6/30/2020	
				Robert Cabral	6/30/2020	
Steamship Authority Board of Governors	1	Betsy Gladfelter		Betsy Gladfelter	12/31/2020	Due date 1/31/19
		Kathryn Wilson				
		James T. Morse				
Zoning Board of Appeals	2	Gerald Potamis		Kimberly Bielan	6/30/2019	Due date 12/12/18
		Mark Cool		Paul Murphy	6/30/2020	
		Robert Dugan				

Zoning Board of Appeals

2 full member vacancies

- 1 term until 6/30/19
- 1 term until 6/30/20

3 applicants:

- Gerald Potamis (currently an associate member of the ZBA)
- Robert Dugan (currently an associate member of the ZBA)
- Mark Cool

(If an associate member is appointed to a full member position, this will create an associate member vacancy.)



TOWN OF FALMOUTH  
BOARD, COMMITTEE OR COMMISSION  
APPLICATION FORM

If you are interested in serving the Town of Falmouth in any capacity, please fill out this form and mail it to: The 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](http://www.falmouthmass.us).

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

Telephone Home: [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:  
Zoning Board of Appeals

Seeking: Permanent Position Yes or Alternate Position N/A

Relevant affiliation & work & personal experiences

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

Over 35 years of experience in the public sector /military service dealing  
with regulatory compliance issues

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 (2<sup>nd</sup> 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:

The ability to balance regulatory compliance with common sense decisions in light of inconsistent or poorly worded bylaws.

Three (3) References:

Name	Title	Phone
1. Ray Jack,	Falmouth Public Works Director,	508.457.2543
2. Frank Duffy,	Falmouth Town Counsel,	508.548.8800
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, and to the best of my understanding have no potential or actual conflict of interest.

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

November 26, 2018 *Gerald C Potamis*



**TOWN OF FALMOUTH  
BOARD, COMMITTEE OR COMMISSION  
APPLICATION FORM**

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Name: MARK COOL  
Address: 250 FIRE TOWER Rd. Village: E. FAL ZIP: 02536

Mailing Address: PO Box 825 Village: W. FAL ZIP: 02574

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident 24+ (date: 4/93) / Taxpayer 24+ (date: 4/93)

Amount of time you are available to give: As much as required

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

1. ZONING BOARD OF APPEALS (ZBA)
2. \_\_\_\_\_
3. \_\_\_\_\_

Seeking: Permanent Position  Alternate Position

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

Relevant affiliation and work and personal experiences Retired Air Traffic Controller  
dealing with Rules & Regs interpretation & application daily  
Real estate agent working with zoning questions from clients.

Town offices held in Falmouth or elsewhere and dates of years served: ZBA Assoc. member ('13-'16)  
Planning Board member ('16-'17), Affordable Housing Comm. ('16-'17)

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

Clear Communicator, Team Player, Mission focused

List three (3) references:

	<u>Name</u>	<u>Title</u>	<u>Phone</u>
1.	<u>SARI BUDROW</u>	<u>FORMER ZONING ADMINISTRATOR</u>	<u>[REDACTED]</u>
2.	<u>MATT McNAMARA</u>	<u>FORMER ZBA CHAIRMAN</u>	<u>[REDACTED]</u>
3.	<u>DAVID VIEIRA</u>	<u>STATE REP/TOWN MODERATOR</u>	<u>[REDACTED]</u>

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

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

Nov 10, 2018  
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.

Addendum -

I've become aware that Member Kimberly BIELAN Resigned from the ZBA. I'm requesting consideration for appointment to fill her vacancy. I will be out of country until December 1, 2018 with limited access to internet. I look forward to the interview process.



TOWN OF FALMOUTH

BOARD, COMMITTEE OR COMMISSION  
APPLICATION FORM

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Name: ROBERT B. DUGAN

Address: 64 LUCERNE AVE Village: FALMOUTH ZIP: 02540

Mailing Address: SAME AS ABOVE Village: \_\_\_\_\_ ZIP: \_\_\_\_\_

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident 50yrs (date: 1968) / Taxpayer \_\_\_\_\_ (date: \_\_\_\_\_)

Amount of time you are available to give: AMOUNT REQUIRED FOR POSITION

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

1. FALMOUTH ZONING BOARD OF APPEALS
2. \_\_\_\_\_
3. \_\_\_\_\_

Seeking: Permanent Position  Alternate Position

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

Relevant affiliation and work and personal experiences CURRENT ASSOCIATE ZBA MEMBER (APPOINTED 2/8/16). LICENSED REAL ESTATE BROKER / LOCAL FALMOUTH RE FAMILY BUSINESS OWNER. FALMOUTH NATIVE.

Town offices held in Falmouth or elsewhere and dates of years served: ZBA ASSOCIATE MEMBER 2/8/16 - PRESENT. TOWN MEETING REPRESENTATIVE FOR PRECINCT 2, 18+ years. PRECINCT 2 CLERK.

Briefly describe the particular skills you feel you will add to the committee or board: MY FAMILIARITY OF BOARDS PROCESS, THOROUGH REVIEW OF APPLICATION FILES. SITE VISIT REVIEW, ATTENDANCE RECORD, TOWN FAMILIARITY. ABILITY TO LISTEN TO ALL SIDES PRESENTED, QUESTION WHEN NEEDED, AND WEIGH THE INFORMATION PROVIDED TO COME TO THE BEST CONCLUSION.

List three (3) references:

Name	Title	Phone
1. <u>TERRENCE J. HURRIE</u>	<u>ZBA CHAIRMAN</u>	
2. <u>ED VAN KEUREN</u>	<u>ZBA MEMBER</u>	
3. <u>KEITH SCHWEIGEL</u>	<u>FINANCE CHAIRMAN</u>	

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

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

12/12/18  
DATE

Robert Bluga  
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.

Steamship Authority Board of Governors

1 vacancy

- Term until 12/31/20

3 applicants:

- Elizabeth Gladfelter
- Kathryn Wilson
- James T. Morse

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

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**TO:** JULIAN SUSO, TOWN MANAGER  
**FROM:** FRANK K. DUFFY, TOWN COUNSEL   
**SUBJECT:** STEAMSHIP AUTHORITY MEMBER FROM FALMOUTH  
**DATE:** 1/3/2019  
**CC:** BOARD OF SELECTMEN  
PETER JOHNSON-STAU, ASSISTANT TOWN MANAGER

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A preliminary note for consideration. The person appointed by the Board of Selectmen to the Woods Hole, Martha's Vineyard & Nantucket Steamship Authority (SSA) board is often identified as a representative of the town. This is not correct. That person becomes a member of the board of the SSA and is responsible to the management and operation of the SSA as set forth in G.L. c. 159 App., the Enabling Act. Once appointed the Board of Selectmen does not control that person's acts or votes with respect to SSA business. Any member may be removed for cause by the member's appointing authority, but cause does not arise from a difference of opinion about policy or a particular matter. Cause is misfeasance or malfeasance in office. See Levy v. The Acting Governor, 436 Mass. 736 (2002).

The SSA Enabling Act (G.L. c. 159 App., s. 1-1 et seq.) provides in s. 1-3 that the authority is governed by a board of five members and one member shall be a resident of the Town of Falmouth [appointed] by the selectmen thereof. There is no general or specific restriction in the enabling act and the board may appoint any suitable person, including a town employee, provided the residency requirement is observed.

The Falmouth Home Rule Charter provides in C3-8B that "[m]embers of the board [of selectmen] shall be ineligible to serve on multi member bodies established by this Charter or bylaw to which the Board is the appointing authority ... "The SSA is established by state law and is not a creature of either the Charter or a town bylaw. The board may appoint one of its members to the SSA's board.

The SSA Enabling Act provides that each member serve of a term of three years or until his or her successor has been appointed and qualified. The successor shall be appointed in a like manner for a like term except that any person appointed to fill a vacancy shall serve only for the remainder of the unexpired term. The Enabling Act does not give a date for commencement or end of any term, which are apparently left to the discretion of the appointing authorities subject only to the limitations discussed above.

Robert Marshall was the Falmouth member with a term ending Dec. 31, 2014. He resigned in Dec. 2013. Catherine Norton was appointed to fill his unexpired term which ended Dec. 31, 2014. Norton passed away a few days before that term expired which expired with no hold over member. For about two months there was no Falmouth member. On March 2, 2015 Betsy Gladfelter was appointed. Her term should have ended December 31, 2017, but by mistake it was

voted to Dec. 31, 2018. Since January 1, 2018 she has continued to serve as a hold over member. The next person appointed, whether it be her or another person, should be appointed to a term ending December 31, 2020. Thereafter, the Town should appoint a Falmouth member for a 3 year term, which will restore the three year appointment scheduled as set forth in the SSA Enabling Act. [NOTE: the SSA General Counsel concurs with this conclusion.]

The Conflict of Interest Law found at G.L. c. 268A, s. 1 et seq. (the Law) should be considered. Members of the Board of Selectmen are regular municipal employees for purposes of the Law. As regular municipal employees, the Law applies most restrictively to them. Member of the board of the SSA are state employees as that term is defined in the Law and because they are uncompensated they are classified as special state employees for purposes of the Law. There are situations where the Law applies and restricts a member who is both a municipal employee and a state employees from participating in a particular matter.

The State Ethics Commission as specifically ruled that an appointed, unpaid member of a state board (the SSA) who also serves as a full-time paid municipal employee may participate as a state board member in particular matters in which his employing municipality has a financial interest because the employing municipality is not a business organization within the meaning of the Law. EC-COI-06-3 (2006). Further the Law does not prohibit a state employee from holding an elective or appointive office in a city or town, nor in any way prohibit such an employee from performing the duties of or receiving the compensation provided for such office. G.L. c. 268A, s. 4(c)(3).

There are, however, certain restrictions on a municipal employee's actions when the employee serves both as a member of the SSA and as a town employee. Without going into details or attempting to imagine all possible fact patterns, a member of the SSA board who also serves as a municipal employee of the appointing community must be cognizant that conflicts of interest (or the appearance of a conflict of interest) may arise and seek guidance from counsel for the SSA or the municipality or the State Ethics Commission before participating in any particular matter in which the other party has a direct and substantial financial interest. The financial interest could include real estate transactions including sales or leases of land, lawsuits or other disputes. Not all situations will require recusal as some conflicts are resolved by public disclosure of relevant facts or other means. The most likely situation presenting a conflict of interest is a land transaction, a contract negotiation or a lawsuit where the member acts as attorney of agent for one party or the other or participates in negotiations on behalf of one party or the other.



TOWN OF FALMOUTH

BOARD, COMMITTEE OR COMMISSION APPLICATION FORM

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Name: Elizabeth H. Gladfelter

Address: 43 Hidden Village Rd. Village: W Falmouth ZIP: —

Mailing Address: PO Box 461 Village: Woods Hole ZIP: 02543

Telephone: [Redacted]

How long have you been a Resident 21 years (date: since 1997) / Taxpayer Since 2003 for property taxes (date: but since 1997 for car taxes)

Amount of time you are available to give: as much as is necessary to represent the town in a regional organization

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

- 1. member of the SSA Board from Falmouth
2.
3.

Seeking: Permanent Position [checked] Alternate Position [ ]

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

Relevant affiliation and work and personal experiences was the SSA member from Falmouth for 3 yr 9 mo. Attended every monthly meeting plus all special meetings. My background is as a field scientist - I was director of a marine laboratory (involving boats, safety, finances, personnel, scheduling, etc)

Town offices held in Falmouth or elsewhere and dates of years served: Conservation Commission 2004-2005 (alt) 2005-2014 commissioner (Chair or Vice Chair 2006 through 2014) 2015-present Coastal Ponds Committee 2005-2012

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

1. Listen & respond to all 2. Facilitate interactions between the SSA & town boards, committees, departments & private individuals so that Falmouth & the SSA can work to benefit the entire Falmouth community in a number of areas 3. Work with SSA Board in long term planning, including the incorporation of a mainland port (not to the Cape ports)

List three (3) references:	Name	Title	Phone
1.	Jeffrey Oppenheim	Atty	[Redacted]
2.	Wendi Bressler	Exec. Dir. OPET	[Redacted]
3.	Mary Schumacher	Chair, Incom	[Redacted]

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

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

2 January 2019  
DATE

Elizabeth H. Gladfelte  
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.

**Memo prepared for the Board of Selectmen by Elizabeth Gladfelter  
for the February 11, 2019 BoS meeting**

1. *What are the three most important actions facing the Steamship Authority Board of Governors in the coming year?*

There are several critical actions that need to be addressed in the following year. The SSA is a marine transportation operation that requires complex schedules involving 10 vessels, 6 port facilities and the approx. 700 employees. Smooth daily operations are imperative, as is longer term planning and action on maintenance of land facilities and vessels, and strategic planning for future operations including an additional port facility to service MV (and perhaps even Falmouth in the event of a major storm event). Please refer to letter from HMS Glosten to SSA in Jan 2019.

a. There is a **major terminal reconstruction in Falmouth**. The SSA Board will need to make sure this project keeps as close to budget and timeline as is possible (and that the operational needs of a marine transportation facility are met), while minimizing to the greatest extent possible the impacts to the local community. This will require among other things good communication between SSA and the local community. There are weekly updates on actual construction work, but planning for future stages has not been well communicated (either to the Board or to the Falmouth community as a whole), and the board should provide direction and take action to improve this.

b. The HMS report suggested a **reorganization of management** (to better reflect the organizations role as a marine transportation operation) that will include some new hires and also some management systems. In addition the SSA has recently undergone a large turnover in senior staff and there are immediate hires to be made, including Treasurer, HR, Port Captain (the general manger only has been in charge for 18 months, the general counsel is new since the late summer, and a new communications person was hired in the summer as well). These functions are all critical to the success of the operations, especially (but not confined to) the day to day operation, and the hires to replace retired personnel must be made soon.

The Board has already begun additional meetings per month to discuss and implement some HMS suggestions in a timely manner. Part of the conversation will include planning and eventually a strategic plan. This will include evaluating the needs of the fleet in the next decade or two. This is important because movement to open an additional mainland port (in New Bedford) will require a dedicated effort to bring together the interested (but perhaps not always willing) parties. SSA should play a leading role in developing that collaborative vision. This is something that Falmouth wants, but all the communities involved need to see that it involves them as well and is good for the future of the SSA as a whole.

The above new hires and new management systems will have a financial cost, both an initial investment to develop and implement these actions, as well as a yearly cost in salaries for new hires. Fares pay operational and capital project costs; otherwise the SSA communities bear the costs, but that has been avoided since 1962. Thus, **there may need to be an increase in fares in addition to the recently voted increases for 2019** (the prior increase in fares took place in 2015). People are not happy with fare increases, but if it is necessary to improve operations, they will have to be considered.

c. The SSA is examining **“green” options to improve its operations Falmouth**. These will cost more money but will be better for the SSA and for our community. This includes electric buses (that cost 4

times the normal diesel bus, but the case can be made of the importance to shift in this direction, and I believe the Board can be convinced). There are also discussions on placement of solar panels (that would also serve as weather covers over bus lanes) at the WH terminal.

2. *What skills/experience do you especially bring to the Board of Governors?*

My greatest strength is **working with a diverse set of stakeholders** and then working towards a common goal. I enjoy getting to know how a complex system operates (the town, the ssa, a restoration project) by interacting regularly with and listening to all the people involved, who make things “work”. I also welcome constructive suggestions from the additional stakeholders affected by the activities of these systems, and willingly meet (in person, by email or telephone) to discuss options to improve how things are done. In all the volunteer positions that I have had with the town, I have had the pleasure and privilege to work with almost everyone involved: I interact regularly with Town staff and many committee members, SSA staff (manning the terminals, the vessels and the administration) and its Falmouth users (the commuters, the trucking companies and drivers, the businesses throughout town that count MV residents as regular customers and those that serve visitors to our region as well), as well as other stakeholders. I am fairly well known in town and people seem comfortable in approaching me with ideas. In the past few years I have been contacted by town departments/committees/commissions and private organizations to move forward an interaction with the SSA, e.g., DPW, Solid Waste Committee, Bikeways Committee, Commission on Disabilities, Veterans’ Services, Planning, Board of Selectman, Town Manager, Woods Hole Historical Museum, Nobska Lighthouse, Falmouth Water Stewards, WHOI, NOAA, Cape Cod Marathon and others, and many private individuals (history, landscapes, charity tickets, etc.), as well. These collaborations have benefited the town.

I have been a Director of a Marine Laboratory and Dean of a prep school, administrative positions that require the ability to resolve conflicts that arise over shared resource use. Getting stakeholders to **share a vision to enable everyone to move forward** is difficult at times, but key.

As a scientist, I have serve the three legs of academia: teaching, research and administration (and felt that each is the best, when I am engaged in that activity). All these roles require constant problem solving. I approach **problem solving in an analytical fashion** by gathering as much information (from all sides) as possible on an issue, and then making a decision. I also believe getting first hand “field” experience is key to making the best decisions (in all walks of life).

Finally, **I have lived on islands**. I lived in the St. Croix, in the Virgin Islands for most of 25 years, and worked at other marine laboratories based on islands for an additional seven summers. Transportation of people and goods to and from the island is of great concern to all involved. When the flow is interrupted (for instance by a hurricane; or for economic reasons) one recognizes that the increased vulnerability by living on a tiny speck in the ocean.

3. *How can the Steamship Authority Board of Governors best reflect the thinking of the Falmouth community?*

Everyone in Falmouth who I have encountered has an opinion about the SSA. It is often based on limited knowledge of the facts, but almost all agree that two impacts to the town exist: traffic activity and parking. Most do not realize that the SSA must generate its operating and capital income almost entirely through fares (the SSA is one, if not the only major ferry system in the nation, to do so) before I explain how it works to them. The Town accrues many benefits through the SSA presence in town, e.g., it is one of the largest and a steady employer (an SSA terminal employee once told me that an SSA job is good in the good times, but is great in the lean times); embarkation fees add almost \$500,000 a year to the Town budget; many local businesses benefit by customers who are in town because of the SSA. That said, over the years the SSA has grown (as have other aspects of Falmouth's economy; look at the traffic year round between Falmouth and Hyannis). The terminal at Woods Hole has a limited carrying capacity due to its geographical limitations, but before that carrying capacity is met (and long before it is exceeded), alternatives to provide service to the islands must be put in place, and this will be part of the SSA strategic plan development. Meanwhile every effort to mitigate the impact of SSA activities on the Falmouth community (and on all the communities that are part of the SSA) must be made.

All the SSA communities have traffic and parking issues, but Falmouth bears the brunt of these as it is by far the largest port in the system. As I have explained above there are many reasons to consider adding an additional mainland port (New Bedford) in addition to traffic alone. There is some limited service (passenger only, summer) from New Bedford currently licensed to a private company, SeaStreak. To serve its mandate, the SSA is required to provide year round passage of goods and people between the mainland and the islands. Increasingly, it is collaborating with private entities (e.g. HyLine, SeaStreak, and others) to provide passenger service, and it may well be that this is may be the most appropriate model for a New Bedford freight service. In the meantime, efforts to divert trash trucks will continue.

Finally, as part of its strategic plan, the SSA must begin to collaborate with all the transportation entities in the region and begin to be represented in regional planning initiatives (including, but not limited to bridges and public transportation options). There is some consideration being given to hiring a planner, and that person's responsibility would include not only internal planning but participation in regional transportation planning as well.

Letter from HMS Glosten to SSA on 17 January 2019

“It has been a great privilege for HMS Consulting and Glosten to work with the Steamship Authority over the past six months. We have developed an intimate understanding of how the SSA operates, and are impressed by all that the organization accomplishes on a daily basis despite its limited resources and the extremely high expectations of the communities it serves.

As was our primary charge, our study also uncovered many opportunities for improvement. Unfortunately, the press seems to have highlighted the issues we identified without giving commensurate recognition to all that the SSA does well. We hope that, despite this, the SSA feels that our recommendations have provided valuable guidance about how to improve the organization.

Some of the recommendations put forth in our report require significant investments of time and resources, while others can be implemented more quickly and at less cost. The next step is for the SSA to prioritize which recommendations to pursue and then develop a plan for implementation. This is not only a logical next step in terms of implementing our recommendations; it is also something that can be done right away to show the public that the SSA is serious about enacting positive change. Of course, one finding from our report was that the SSA management is already spread thin by performing the daily work required to keep its complex systems running smoothly.”

## Elizabeth H. Gladfelter

## Curriculum Vitae

### Contact Information:

Dr. Elizabeth H. Gladfelter  
Marine Policy Center  
Woods Hole Oceanographic Institution  
Woods Hole, MA 02543

e- mail: [REDACTED]  
Telephone: [REDACTED]

### Education

A.B. 1968 Stanford University: Biological Sciences  
M.S. 1977 University of the Pacific: Marine Science  
“Primary production and calcification in the reef coral *Acropora palmata*”  
Ph.D. 1983 University of California, Los Angeles: Biology  
“Skeletal development and related aspects in the reef coral *Acropora cervicornis*”

### Professional interests:

*Science* : Functional morphology/physiology of gas exchange in plants and animals; symbiosis; biomineralization; carbonate deposition; benthic and coral reef fish ecology  
*Policy*: Application of scientific principles to management (with emphasis on protected areas and fisheries); policy decisions affecting individuals and institutions engaged in scientific research and education

### Positions:

2008-2014 Editorial Assistant *Coral Reefs*  
1997-present Guest Investigator: Marine Policy Center Woods Hole Oceanographic Institution, Woods Hole, MA 02543  
2005-2006 Graduate Coordinator (consultant) University of the Virgin Islands  
2004-2007 Visiting Faculty: Shoals Marine Lab (Cornell, UNH)  
(Field Marine Biology and Ecology)  
1994-1996 Dean, Upper School: St. Croix Country Day School (USVI, college preparatory)  
1988-1990 Director, West Indies Laboratory (WIL) of Fairleigh Dickinson University (USVI)  
1983-1989 Assistant/Associate Professor, West Indies Laboratory, St. Croix  
(Biology of Tropical Marine Organisms; Marine Ecology;  
Ecological Processes in the Coastal Zone; Introduction to Marine Science, Environmental Case Studies, Independent Projects)  
*Funding*: NSF, NOAA-SeaGrant, US National Park Service

### Professional Service

2015-2018 Falmouth representative to Board of the Woods Hole, Martha's Vineyard and Nantucket Steamship Authority (Chair 2016)  
2009-present Coordinator of Coonamessett River Restoration and the Coonamessett Greenway Heritage Trail Projects for the Town of Falmouth  
2004-present Conservation Commission, Town of Falmouth, MA (2004-2014; 2015-) (Chair 2008-2010, 2011-2014; Vice-chair 2006-2008, 2010-2011)  
2003-present Member: UVI Advisory Board for the NSF EPSCoR Grant  
2013 Peer Review panel member NSF  
2005-2012 Falmouth Coastal Ponds Committee (Vice-chair 2005-2012)

- 1990-1997 Panel Member: Caribbean Fisheries Management Council  
(Habitat; Science and Statistics Panel)
- 1992-1996 Chairman: St. Croix Fisheries Advisory Committee
- 1991-1992 Board Member: St. Croix Environmental Association
- 1989-1993 Peer Review Panelist: NOAA- National Undersea Research Program
- 1984-1994 Advisory Editor *Coral Reefs*
- 1983-1991 PI or Co-PI: National Science Foundation Facility Grants
- 1988/1989/2013 Peer Review Panelist: NSF Terrestrial and Marine Facility Support Grants, National Science Foundation
- 1985-1990 Secretary: International Society for Reef Studies
- 1980-present Reviewer grants (e.g., NSF, NOAA, IMER) and manuscripts  
(e.g., *Geochim Cosmochim Acta*, *Mar Ecol Prog Ser*, *J Mar Biol Ecol*, *Biol Bull*, *Bull Mar Sci*, *Coral Reefs*, *Proc R Soc Lond*, *J Fish Biol*, etc)

### Awards and Fellowships

- 2017 APCC Special Recognition Award (for leadership in restoring the Coonamessett River)
- 1983 Schectman Award - Excellence in Teaching, UCLA Biology
- 1982-1983 Haupt Dissertation Fellowship (Amer. Assoc. of Univ. Women)
- 1979-1980 UCLA Biology Dept. Graduate Fellowship

### Publications:

**Books :** Gladfelter EH (2002) *Agassiz's Legacy: Scientists' Reflections on the Value of Field Experience*. NY: Oxford University Press, 437 pp.

### Journals:

- Gladfelter EH (2007) Skeletal development in *Acropora palmata* (Lamarck 1816): A Scanning Electron Microscope (SEM) comparison demonstrating similar mechanisms of skeletal extension in axial versus encrusting growth. *Coral Reefs* 26:883-892
- Hoegh-Guldberg O, Muller-Parker G, Cook C, Gates R, Gladfelter E, Trench RK, Weis V (2007) Len Muscatine (1932-2007) and his contributions to the understanding of algal-invertebrate endosymbiosis. *Coral Reefs* 26:731-739
- Rogers C, Miller J, Muller E, Edmunds P, Nemeth R, Beets J, Friedlander A, Smith T, Boulon R, Jeffrey C, Menza C, Caldow C, Idrisi N, Kojis B, Monaco M, Spitzack T, Gladfelter E, Ogden J, Hillis-Starr Z, Lundgren I, Schill WB, Kuffner I, Richardson L, Devine B, Voss J (2008) Coral Reefs of the US Virgin Islands. In: (Reigle B, Dodge RE ed.) *Coral reefs of the world*. Coral reefs of the USA. Springer-Verlag
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TOWN OF FALMOUTH

BOARD, COMMITTEE OR COMMISSION  
APPLICATION FORM

If you are interested in serving the Town of Falmouth in any capacity, please fill out this form and mail it to: The 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: James T. Morse

Address: 545 W. Falmouth Hwy #3 Village: W. Falmouth ZIP: \_\_\_\_\_

Mailing Address: P.O. Box 672 Village: Falmouth ZIP: 02541

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident 12/2013 (date: \_\_\_\_\_) / Taxpayer \_\_\_\_\_ (date: \_\_\_\_\_)

Amount of time you are available to give: As needed

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

1. Zoning Board of Appeals - *received after deadline for ZBA full member.*
2. Steamship Board of Governors
3. Community Preservation Comm.

Seeking: Permanent Position  Alternate Position

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

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

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

Current Town Meeting member PCT 6

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

General civil attorney for 12 years

For SSA - former island commuter and Woods Hole resident.

List three (3) references:

	<u>Name</u>	<u>Title</u>	<u>Phone</u>
1.	<u>Genevieve K. Henziger</u>	<u>Attorney</u>	[REDACTED]
2.	<u>Ame Grepstad</u>		[REDACTED]
3.	<u>Layla Mustafa Daily</u>		[REDACTED]

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

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

1/9/2019

DATE

[Handwritten 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.

**JAMES T. MORSE**  
**545 West Falmouth Highway #3**  
**West Falmouth MA 02574**

**EDUCATION**

B.A. The College of Wooster, Wooster OH 1997.

M.S. Criminal Justice Administration Western New England University, Springfield MA 2001.

J.D. New England Law, Boston MA 2005.

**EMPLOYMENT**

Attorney at Law, Law Office of James T. Morse, LLC. Falmouth MA 2006-Present

I maintain a general legal practice with a focus in probate administration, estate planning, civil litigation and criminal defense.

Detective, Oak Bluffs Police Department, (Retired) Oak Bluffs MA 1995-2018

Investigative responsibilities for all major crimes committed within Oak Bluffs

Served as the liaison between other law enforcement agencies such as the Massachusetts State Police, FBI, DEA, United States Secret Service and District Attorney's Office.

Department training officer.

Instructor, Massachusetts Municipal Police Training Committee. Randolph MA.

Former instructor of Criminal Law, Criminal Procedure and Investigations.

**CIVIC INVOLVEMENT**

Falmouth Town Meeting Member, Precinct 6

Director & Clerk , The Fred Harris Daniels Foundation Inc., Worcester MA

Past Chair, Tisbury Beer and Wine Advisory Board

Past President, Oak Bluffs Fireman's Civic Association

Volunteer Fireman/EMT Oak Bluffs Fire Department 2000-2012

Kathryn Wilson  
50 Glendon Road, Woods Hole, MA 02543



January 26, 2019

The Board of Selectmen  
Falmouth Town Hall  
59 Town Hall Square  
Falmouth, MA 02540

Re: Application Form -- Steamship Authority

Dear Board,

I am enclosing an application to serve on the Steamship Authority Board of Governors. I understand there is currently a vacancy. I have an interest in community and regional issues and would appreciate an opportunity to serve.

Sincerely,

  
Kathryn Wilson

enclosure



**TOWN OF FALMOUTH**

**BOARD, COMMITTEE OR COMMISSION  
APPLICATION FORM**

If you are interested in serving the Town of Falmouth in any capacity, please fill out this form and mail it to: The 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](http://www.falmouthmass.us).

Name: Kathryn Wilson

Address: 50 Glendon Road Village: Woods Hole ZIP: 02543

Mailing Address: same Village: \_\_\_\_\_ ZIP: \_\_\_\_\_

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident X (date: 1977) / Taxpayer X (date: 1995)

Amount of time you are available to give: as needed

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

1. Steamship Authority
2. \_\_\_\_\_
3. \_\_\_\_\_

Seeking: Permanent Position  Alternate Position

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

Relevant affiliation and work and personal experiences please see attached  
resume and statement

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 or board: \_\_\_\_\_

please see the attached statement

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List three (3) references:

	<u>Name</u>	<u>Title</u>	<u>Phone</u>
1.	<u>Greg Souza, Manager at Wood Lumber Co.</u>		
2.	<u>Susan Shephard, Town Meeting Member</u>		
3.	<u>William Mackey, law partner since 1995</u>		

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

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

January 26, 2019  
DATE

Kathryn Hulmi  
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.

**Kathryn Wilson**  
50 Glendon Road, Woods Hole, MA 02543

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**Education:**

Harvard Law School	<ul style="list-style-type: none"><li>• JD in Law</li><li>• Thesis: Jurisdictional and Property Rights at Squibnocket Pond: Indian, Federal, State, County and Town</li></ul>	1990
Wellesley College	<ul style="list-style-type: none"><li>• BA in Political Science</li><li>• Concentration in International Relations and Economics</li></ul>	1986
Cape Cod Community College	<ul style="list-style-type: none"><li>• Associates Degree in Liberal Arts</li><li>• Future Teacher Award</li></ul>	1984

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**Work Experience:**

Mackey & Foster, P.A.	<ul style="list-style-type: none"><li>• Falmouth, MA</li><li>• Named partner (married name was Foster)</li><li>• Established practice concentrating in estate planning, trust and estate administration, and business organization</li></ul>	1995 - present
Nutter, McLennen & Fish	<ul style="list-style-type: none"><li>• Hyannis, MA</li><li>• Associate in Trust and Estate Department</li></ul>	1990 - 1995

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**Current Board Affiliations:**

<ul style="list-style-type: none"><li>• The Friends of the MBL</li></ul>	2018 - present
<ul style="list-style-type: none"><li>• The Cape Cod Community College Educational Foundation</li></ul>	2017 - present
<ul style="list-style-type: none"><li>• The Marjot Foundation</li></ul>	2004 - present

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**Outside Interests:** Gardening, Family Life, Reading, Music

January 26, 2019

**From:** Kathryn Wilson <kwilson@mackeyfoster.com>  
**Sent:** Friday, February 08, 2019 12:21 PM  
**To:** Diane Davidson  
**Subject:** RE: Invitation to Interview for Steamship Authority Board of Governors

Dear Diane,

Let me take each of the questions in turn:

1. What are the three most important actions facing the Steamship Authority Board of Governors in the coming year?

A. **Safety and continuity:** Safety and continuity of service are key. Passengers and employees need to know that transit is safe and reliable. Last year's string of breakdowns shows that there were operational issues that needed to be addressed. When I first read the recent HMS report, I was struck by the potential that the report raised for an accident that could result in harm and big costs. HMS appears to be a highly regarded consultant in the insurance industry and if HMS is saying that the SSA needs to take remedial action on a number of different issues, the Board needs to pay attention to that. It is very important that the SSA run a safe and reliable service.

B. **Regional integration:** The SSA is part of a larger regional transportation network. I think the Board needs help with strategic planning and understanding how to best fit into this larger network in terms of best use of all the transportation resources, keeping an eye on traffic congestion, and whether there are unintended impacts on specific areas that can be avoided or mitigated. This will involve some sophisticated strategic planning. I understand that the Board is considering hiring a planner. I would support taking this action right away. Specific suggestions include planning for the i) rerouting of trash (all Vineyard trash now passes through Falmouth) via an off-Cape port, ii) development of an alternative truck route via off-Cape port (New Bedford), iii) greening of the SSA operation, including especially electric buses and also solar in SSA parking lots, and iv) anticipating changes to the canal bridges.

C. **Communications and transparency:** The Board as well as our community would benefit from enhanced communications. This effort could begin with more robust disclosures by SSA of projects with details in a web location providing for accessibility and input. Maybe the website could have a portal whereby comments can be collected and considered. And postings could be archived and kept available online rather than being removed after a particular meeting is completed. I believe there are data storage options with excellent security that are use-friendly. The SSA is a quasi-state agency and has a heightened responsibility to interact with the public, unlike a private business. The current approach seems to involve communications only after important decisions have been made and approval or permits are being secured. At that point, public relations are devoted to putting out fires rather than coming up with the best plans.

2. What skills/experience do you especially bring to the Board of Governors?

I have deep ties to the town and community in Falmouth going back nearly 50 years when I first visited as a child. I have been a year-round resident for over 40 years. The skills and experience that I bring are based partly on my education and training as a lawyer and my legal practice. I have an understanding and familiarity with documents, contracts, real estate law and litigation issues and I have financial skills from handling estates

and trusts. I have also served as director/member on several boards and am familiar with the duties, processes and operations. I also know the local waters as a sailor. I do not have any competing interests in terms of my work or other obligations. In addition to my education and training, perhaps the best skills I bring to this are: I am a good listener, I have facilitated compromises under difficult situations, and I am good at integrating large amounts of disparate information.

3. How can the Steamship Authority Board of Governors best reflect the thinking of the Falmouth community?

Falmouth has a Local Comprehensive Plan. The best way for the Board to reflect the thinking of Falmouth is to enter into new developments and plans that are consistent with our comprehensive plan. Our plan states that Falmouth needs to partner with public and private transit organizations to better utilize all transportation resources to reduce traffic congestion and air pollution. The plan goes on to say that Falmouth must also be dedicated to the maintenance and re-engineering of current and future traffic corridors. And Falmouth recognizes that transportation is not exclusive to just how we move about; transportation affects our economic development, how our land is utilized, how our town functions, and how it will look in the future. I think we can all agree that the SSA is an integral part of the Falmouth community and almost everything the SSA does has long lasting effects on our community in many ways: environmental impacts, boat scheduling and traffic flow, and land use. Real recognition of Falmouth by the SSA Board will require honest communications, transparency in the decision-making process, and acknowledgement that SSA operations do and will continue to depend heavily on Falmouth.

Thank you,

Kate

*Kathryn Wilson, Esq.*

[REDACTED]

\*\*\*\*\*

**From:** Diane Davidson <diane.davidson@falmouthma.gov>

**Sent:** 02/05/2019 2:40 PM

**To:** Kathryn Wilson <[REDACTED]>

**Subject:** Invitation to Interview for Steamship Authority Board of Governors

Dear Katie,

On behalf of the Board of Selectmen, thank you for your interest in the position of Falmouth Representative on the Steamship Authority Board of Governors. The Board of Selectmen requests that all interested candidates provide written responses to the following questions:

1. What are the three most important actions facing the Steamship Authority Board of Governors in the coming year?
2. What skills/experience do you especially bring to the Board of Governors?

3. How can the Steamship Authority Board of Governors best reflect the thinking of the Falmouth community?

If you have not already done so, at your earliest convenience, please provide a copy of your resume to the Selectmen's Office (or email to me at [diane.davidson@falmouthma.gov](mailto:diane.davidson@falmouthma.gov)) along with your written responses to these questions.

The Board of Selectmen will be conducting a brief interview of all interested candidates during the regular meeting on Monday, February 11, 2018 in the Selectmen's Meeting Room, Town Hall. The interviews are scheduled under the "Business" portion of the meeting, which begins at 7:45 p.m.

Please confirm that this date and time are possible for you.

Thank you,

Diane

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



**APRIL 2019 ANNUAL TOWN MEETING**

- Selectmen Announce Annual Town Meeting .....Monday, December 3, 2018
- Close Warrant ..... Friday, January 18, 2019
- Selectmen Vote Articles & Execute Warrant .....Monday, January 28, 2019
- Publish Articles Only .....Friday, February 1, 2019
- Presentation on Petition Articles ..... Monday, February 11, 2019
- Selectmen Vote Recommendations ..... Monday, February 25, 2019
- Publish Warrant with Recommendations and Mail Warrant Booklets.....Friday, March 22, 2019
- Town Meeting .....Monday, April 8, 2019

**WARRANT FOR THE APRIL ANNUAL TOWN MEETING  
MONDAY, APRIL 8, 2019 AT 7:00 p.m.**

**For action on articles in the Warrant**

**COMMONWEALTH OF MASSACHUSETTS**

Barnstable, SS To either of the constables of the Town of Falmouth, in said county:

In the name of the Commonwealth of Massachusetts you are directed to notify and summon the inhabitants of the Town of Falmouth qualified to vote in Town Affairs to meet at the Memorial Auditorium, Lawrence School, Falmouth; Monday, April 8, 2019 at 7:00 p.m. for the purpose of acting on the articles contained in the following warrant:

**ARTICLE 1:** To choose all other necessary Town Officers for the year in accordance with nominations to be offered at Town Meeting.

**ARTICLE 2:** To hear reports of Committees and Town Officers and act thereon.

**ARTICLE 3:** To see if the Town will vote to authorize the Selectmen to settle claims and suits which are pending or may arise against the Town. Or do or take any other action in the matter. On request of the Board of Selectmen.

**ARTICLE 4:** To see if the Town will authorize the Board of Selectmen to apply for and accept state and federal grants they deem beneficial to the Town, provided that the Board of Selectmen shall hold a public meeting prior to the board's acceptance of any such grant(s) or gifts(s), if said grant(s) or gift(s) require the Town to meet future conditions or requirements including anticipated future costs to the Town. Further, when applicable, the Board of Selectmen will advise the Finance Committee of such anticipated costs prior to the public meeting and may seek further review/comment of the Finance Committee. Or do or take any other action in the matter. On request of the Board of Selectmen.

**ARTICLE 5:** To see if the Town will vote to fix the salaries of the Elected Officials as follows:

Moderator	-----	\$1,500
Town Clerk	-----	\$94,440
Selectmen (4)	-----	\$5,000
Chairman of Selectmen	-----	\$6,000

And further, the Town Clerk is authorized to receive a Cost of Living Adjustment on the same terms and conditions of TAM employees. Or do or take any other action in the matter. On request of the Board of Selectmen.

**ARTICLE 6:** To see if the Town will vote to appropriate such sums of money as may be deemed necessary to defray the Town's expenses for Fiscal Year 2020 and to determine how the same shall be raised and by whom expended, or do or take any other action on this matter. On request of the Board of Selectmen.

**ARTICLE 7:** To see if the Town will vote to appropriate a sum of money to the Capital Improvement Stabilization Fund for the purpose of funding future capital improvements, and to determine how the same shall be raised, or do or take any other action on the matter. On request of the Board of Selectmen.

**ARTICLE 8:** To see if the Town will vote to appropriate a sum of money to the Other Post-Employment Benefits Trust Fund for further appropriation and to determine how the same shall be raised, or do or take any other action on the matter. On request of the Board of Selectmen.

**ARTICLE 9:** To see if the Town will vote to appropriate a sum of money to the Workers Compensation Trust fund, and to determine how the same shall be raised, or do or take any other action on the matter. On request of the Board of Selectmen.

**ARTICLE 10:** To see if the Town will vote to appropriate a sum of money to the Debt Stabilization Fund for further appropriation and to determine how the same shall be raised, or do or take any other action on the matter. On request of the Board of Selectmen.

**ARTICLE 11:** To see if the Town will vote to appropriate a sum of money for the purpose of wage settlements to employees of the Town, and to determine how the same shall be raised, or do or take any other action on the matter. On request of the Board of Selectmen.

**ARTICLE 12:** To see if the Town will vote to appropriate a sum of money for the purpose of repairs to the bulkhead at Simpsons Landing, to determine how the same shall be raised and by whom expended, or do or take any other action on the matter. On request of the Board of Selectmen.

**ARTICLE 13:** To see if the Town will appropriate a sum of money for the purpose of funding school security system upgrades, to determine how the same shall be raised and by whom expended, or do or take any other action on the matter. On request of the Falmouth School Committee.

**ARTICLE 14:** To see if the Town will vote to transfer a sum of money within the FY 2019 budget approved by Article 12 of the April 9, 2018 Annual Town Meeting to make necessary adjustments thereto, or do or take any other action on the matter. On request of the Board of Selectmen.

**ARTICLE 15:** To see if the Town will vote to appropriate a sum of money to supplement the FY 2019 budget approved by Article 12 of the April 9, 2018 Annual Town Meeting, to determine how the same shall be raised and by whom expended. Or do or take any other action on the matter. On request of the Board of Selectmen.

**ARTICLE 16:** To see if the Town will vote to accept the doings of the Board of Selectmen in the laying out the following listed roads according to plans on file with the Town Clerk for taking as a public way under the Betterment Act:

<u>Road</u>	<u>From</u>	<u>To</u>	<u>Length</u>	<u>Width</u>
Winthrop Drive	Seacoast Shores Blvd	Edgewater Dr West	770.7'	40'
Captain Davis Lane	Davisville Road	Dead End	1096'	40'

Or do or take any other action on this matter. On request of the Board of Selectmen.

**ARTICLE 17:** To see if the Town will vote to amend the Zoning Bylaw Article XXXIX – Site Plan Review - by amending § 240-193 Procedure by adding a new sub section C to read:

C. No certificate of occupancy shall be issued until an As-built plan, prepared by a registered land surveyor, professional engineer, or registered landscape architect has been submitted and verified by the Planning Board's designee within 7 days of the As-built submittal that all conditions of approval have been met. For reasonable cause the Planning Board or its designee may authorize a temporary or partial certificate of occupancy, where the required work is substantially complete and is adequately assured by a performance guaranty of the Board's choosing.

Or do or take any other action on this matter. On behalf of the Planning Board.

**ARTICLE 18:** To see if the Town will vote to amend the Zoning Bylaw Article XLIII – Amendments – by amending § 240-225 Notices deleting the words “by certified mail” so that the revised section will read:

Amendments to any district of the Official Zoning Map shall require that notice of the Planning Board public hearing required by MGL c. 40A, § 5, be sent postage prepaid, to all parties in interest in accordance with MGL c. 40A, § 11, when those amendments involve the rezoning of 10 or fewer parcels of land. When greater than 10 parcels of land are proposed for rezoning, notice shall be accomplished by publishing a map in the local newspaper together with the public hearing notice required by MGL c. 40A, § 5.

Or do or take any other action on this matter. On behalf of the Planning Board.

**ARTICLE 19:** To see if the Town will vote to amend the Zoning Bylaw Article XLVII – Marijuana Treatment Centers – by updating Article XLVII Marijuana Treatment Centers so the bylaw will comply with the regulations adopted for such facilities by the Cannabis Control Commission as called for in the Zoning bylaw’s “Purpose” section so that the revised bylaw will read:

240-250 Purpose; definitions; special permit criteria.

A. Purpose. This article defines permitting requirements and standards for medical marijuana treatment centers, also known as "registered marijuana dispensaries," which are consistent with the regulations adopted for such facilities by the Cannabis Control Commission. 935 CMR 501.00 contains additional definitions and regulations relative to the registration, establishment, operations and regulation of such centers/dispensaries, as well as hardship cultivation registration by the Cannabis Control Commission. Nothing in this chapter is intended to regulate or prohibit uses or activities under a hardship cultivation registration.

B. Definitions:

MARIJUANA-INFUSED PRODUCT (MIP)

A product infused with marijuana that is intended for use or consumption, including but not limited to edible products, ointments, aerosols, oils, and tinctures.

MEDICAL MARIJUANA TREATMENT CENTER/REGISTERED MARIJUANA DISPENSARY

An entity registered under the Cannabis Control Commission 935 CMR 501.000 or its successor legislation (previously under 105 CMR 725.100) that acquires, cultivates, possesses, processes, transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, including development of related marijuana-infused product (MIP), related supplies, or educational materials to registered qualifying patients or their registered personal caregivers.

QUALIFYING PATIENT

A Massachusetts resident 18 years of age or older who has been diagnosed by a Massachusetts licensed healthcare provider as having a debilitating medical condition, or a Massachusetts resident younger than 18 years old who has been diagnosed by two Massachusetts licensed certifying physicians, at least one of whom is a board-certified pediatrician or board-certified pediatric subspecialist, as having a debilitating medical condition that is also a life-limiting illness, subject to 935 CMR 501.010(J).

C. Permitting. Marijuana treatment center/registered marijuana dispensary shall be a use allowed subject to the issuance of a special permit by the Planning Board, as provided for in this chapter, in Business 2 Zoning Districts only.

D. Special permit criteria - standards. In addition to the requirements for the issuance of a special permit found in § 240-216 of the Zoning Bylaw, any such marijuana treatment center/registered marijuana dispensary shall:

- (1) Not be located within 500 feet of a public or private kindergarten, primary or secondary school, a place of worship, a day nursery, nursery school or a public park or playground. No other specific separation requirements will apply.

(2) Be approved for operation, or remain in operation, with a certificate of registration issued by the Cannabis Control Commission or successor agency

(3) Be compliant at all times with the security measures required by 935 CMR 501. A description of such measures, including any updates, shall be provided to the Falmouth Police Department, along with after-hours contact information. Any other provisions of this chapter regarding required landscaping or vegetated buffers notwithstanding, trees, bushes and other foliage located on the site outside of the center/dispensary shall be located (or removed) so they do not allow for a person or persons to conceal themselves from sight within 50 feet of any entrance or of any parking space designated to be utilized by registered qualifying patients, personal caregivers, and dispensary agents of the center/dispensary.

(4) Be in compliance with 935 CMR 501.105 and cultivation, production, preparation, transport or analysis shall be done in a manner to prevent diversion, theft or loss. All phases of the cultivation of marijuana shall take place in designated, locked, limited access areas that are monitored by a surveillance camera system in accordance with 501.110(4)(a)(4) through (9).

(5) Adopt emergency procedures, including a plan with procedures to be followed in case of fire or other emergencies, copies of which shall be filed with the Police and Fire Departments.

(6) Provide parking applicable to retail establishments for that portion of the floor area designated for sales, and to manufacturing or other industrial buildings for floor area designated for storage or for cultivation of marijuana or preparation of MIPs.

(7) Be in compliance with 935 CMR 501.105(12) regarding marketing, advertising and signs.

Or do or take any other action on this matter. On behalf of the Planning Board.

**ARTICLE 20:** To see if the Town will vote to amend the Code of Falmouth Chapter 21 "Boards" by amending Article I "Planning Board" § 21-1 "Membership" to reflect the recommendation of the Falmouth Charter Commission Final Report dated November 15, 1989 and subsequent adoption by a majority of the votes cast on Question 3 at the 1990 Annual Town Election held 5-15-90 establishing the number of elected Planning Board members at seven so that the new section will read:

§ 21-1 Membership.

The Planning Board of Falmouth shall consist of seven (7) members to be elected as provided in MGL C. 41, § 81A.

Or do or take any other action on this matter. On behalf of the Planning Board

**ARTICLE 21:** To see if the Town will vote to amend the Zoning Bylaw Article V - Single Resident Districts and Article VIII - Agricultural Districts - and by amending both § 240-23 I (3)J2. and § 240-38 I (3)J2 Accessory Apartments, as amended Article 14 on November 14, 2018, by deleting the term enhanced in both sections:

The amended language for both sections would be as follows:

j)2 - an on-site septic system with nitrogen removal approved by the Board of Health is installed on the property

On petition of Gerald Potamis and others.

**ARTICLE 22:** To see if the Town will vote to amend the Zoning Bylaw Section(s) 240-23 I. (3)(b) and 240-38 I. (3)(b) of the Code of Falmouth - "Accessory Apartments" by deleting '7,500 square feet' and inserting in its place '7,000 square feet'. Thereby changing Section 240-23 I. (3) (b) and Section 240-38 I. (3)(b) to read as: b) The lot size shall be no less 7,000 square feet.

On petition of John Banner.

**ARTICLE 23:** Shall Town Meeting vote to amend the accessory apartment bylaw by adding in Sec. 3 requirements, B. lot size shall be no less than 7,500 square feet: add (7,000 square feet minimum in sewer service areas). Or take any other action on this matter. On petition of Marc Finneran.

**ARTICLE 24:** To see if the town will vote to amend Chapter 240 – Zoning – of the Code of Falmouth by adding the following:

Article III Definitions

§240-13 Terms defined.

"Substance Abuse Clinic"

- A use of land or building on the same lot where people with an alcohol or drug addiction are treated and remain for less than 24 hours.

Article X Business Districts

§240-48 Permitted business and commercial uses.

B. Business or professional offices, bank, medical clinic, computer center, substance abuse clinic (not to be located within 500 feet of the property boundary of a public or private kindergarten, primary or secondary school, a place of worship, a day nursery, nursery school or public park or playground).

Or do or take any other action on this matter. On the petition of Michael Heylin.

**ARTICLE 25:** To see if the Town will vote to amend the Code of Falmouth, Chapter 240, Zoning, as follows:

To Article XXIII, Performance Requirements, Section §240-111, Site Design, add:

"I. Improve the collection of solar energy by photovoltaic and/or hot water systems."

Or do or take any other action on this matter. On Petition of Daniel H. Webb.

**ARTICLE 26:** To see if the Town will vote to rescind its acceptance of MGL c. 31, § 58A accepted by Article 27 of the April 2003 Annual Town Meeting which provides a maximum age of 32 years for original appointment to the position of firefighter or police officer or do or take any other action on the matter. On request of the Chief of Police and the Fire Chief.

**ARTICLE 27:** To see if the Town will vote to amend the Town's Salary Administration Plan as follows:

Add

<u>GRADE</u>	<u>TITLE</u>	<u>MIN</u>	<u>MAX</u>
08	Program Coordinator-Council on Aging	\$20.75	\$26.26

Or do or take any other action on this matter. On request of the Board of Selectmen.

**ARTICLE 28:** To see if the Town will vote to increase the local room excise tax described in G.L. c. 64G, s. 3A as amended and authorized by the vote on Article 3 of the April, 1986 STM and amended by the vote on Article 20 of the October, 1986 STM from four percent (4%) to five percent (5%) and to determine the effective date of such increase, or do or take any other action on this matter. On request of the Board of Selectmen.

**ARTICLE 29:** Shall Town Meeting vote to authorize the use of a second water meter at properties in the sewer service areas for irrigation and other outside water uses? The second meter would be paid for by the homeowner, installed by the town and billed at the non-sewer rate.

Or take any other action on this matter. On Petition of Marc Finneran.

**ARTICLE 30:** To see if the Town will vote to appropriate a sum of money for the purpose of implementing the Shiverick's Pond Trail Phase 1 improvements, and to determine how the same shall be

raised and by whom expended, or do take any other action on this matter, on the request of Shiverick's Pond Working Group. On petition of Paul Dreyer.

**ARTICLE 31:** To see if the Town will vote to advise the Board of Selectmen to appropriate \$75,000 of certified free cash to finance water quality monitoring and operational support for the second year of the planned three-year nitrogen attenuation evaluation program in Bourne Pond to improve water quality and to meet, to the degree possible, the nitrogen Total Maximum Daily Load (TMDL) for that estuary, using the shellfish nitrogen mitigation option to complement the Town's Marine and Environmental Services Department's ongoing shellfish production activities, and to determine how the same will be raised and by whom expended. Or do or take any action on the matter. On petition of Ronald D. Zweig.

**ARTICLE 32:** To see if the Town will vote to appropriate or transfer from the Community Preservation Fund a sum of money to Housing Assistance Corporation to provide partial funding for the Cape Housing Institute; to determine how the same shall be raised and by whom expended, or do or take any action on the matter. On request of the Community Preservation Committee.

**ARTICLE 33:** To see if the Town will vote to appropriate or transfer from the Community Preservation Fund a sum of money to the Falmouth Water Stewards, Inc. to install eight water stations at seven recreation sites; to determine how the same shall be raised and by whom expended, or do or take any action on the matter. On request of the Community Preservation Committee.

**ARTICLE 34:** To see if the Town will vote to appropriate or transfer from the Community Preservation Fund a sum of money to Habitat for Humanity to partially fund the development of ten affordable homeowner units at Willett Way (Barrows Road); to determine how the same shall be raised and by whom expended, or do or take any action on the matter. On request of the Community Preservation Committee.

**ARTICLE 35:** To see if the Town will vote to appropriate or transfer from the Community Preservation Fund a sum of money to engineer and construct an amphitheater at the Coonamessett Greenway Heritage Trail and Gateway Park and to provide engineering services for the Gateway Parking Area; to determine how the same shall be raised and by whom expended, or do or take any action on the matter. On request of the Community Preservation Committee.

**ARTICLE 36:** To see if the Town will vote to appropriate or transfer from the Community Preservation Fund a sum of money to Historic Highfield, Inc. to construct ADA accessibility improvements at Harmony Path at Highfield Hall Gardens, 56 Highfield Drive; to determine how the same shall be raised and by whom expended, or do or take any action on the matter. On request of the Community Preservation Committee.

**ARTICLE 37:** To see if the Town will vote to appropriate or transfer from the Community Preservation Fund a sum of money to Friends of Nobska Light, Inc. to partially fund the interior preservation of the Nobska Light Keeper's House; to determine how the same shall be raised and by whom expended, or do or take any action on the matter. On request of the Community Preservation Committee.

**ARTICLE 38:** To see if the Town will vote to appropriate or transfer from the Community Preservation Fund a sum of money to the Falmouth Historical Commission to conduct the Inventory of Historical Resources - Phase 3; to determine how the same shall be raised and by whom expended, or do or take any action on the matter. On request of the Community Preservation Committee.

**ARTICLE 39:** To see if the Town will vote to appropriate or transfer from the Community Preservation Fund a sum of money to the Falmouth Historical Society, Inc. to develop a historic structure report and to restore the rear roof section of the 1790 Dr. Francis Wicks House located at 55 Palmer Avenue; to

determine how the same shall be raised and by whom expended, or do or take any action on the matter. On request of the Community Preservation Committee.

**ARTICLE 40:** To see if the Town will vote to appropriate or transfer from the Community Preservation Fund a sum of money to rehabilitate tennis courts at Lawrence School; to determine how the same shall be raised and by whom expended, or do or take any action on the matter. On request of the Community Preservation Committee.

**ARTICLE 41:** To see if the Town will vote to appropriate or transfer from the Community Preservation Fund a sum of money to develop a conceptual plan for development of the Falmouth Community Play Space to be located 67 and 81 Davisville Road; to determine how the same shall be raised and by whom expended, or do or take any action on the matter. On request of the Community Preservation Committee.

**ARTICLE 42:** To see if the Town will vote to appropriate or transfer from the Community Preservation Fund a sum of money to fund the administrative expenses of the Community Preservation Committee; and to determine how the same shall be raised and by whom expended, or do or take any action on the matter. On request of the Community Preservation Committee.

**ARTICLE 43:** To see if the Town will vote to appropriate or transfer from the Community Preservation Fund a sum of money to the Open Space Reserve Account; and to determine how the same shall be raised, or do or take any other action on the matter. On the request of the Community Preservation Committee.

**ARTICLE 44:** To see if the Town will vote to appropriate or transfer from the Community Preservation Fund a sum of money to fund the Budgeted Reserve; and to determine how the same shall be raised, or do or take any other action on the matter. On request of the Community Preservation Committee.

Hereof fail not and make due return of this warrant with your doings thereon to the Town Clerk at the time and place of holding said meeting.

Given under our hand this 28<sup>th</sup> day of January in the year of our Lord Two Thousand Nineteen.

Susan L. Moran, Chairman  
Megan English Braga, Vice Chairman  
Douglas C. Brown  
Doug Jones  
Samuel H. Patterson

April 2019 Town Meeting

Article 21

Presented by: Gerald Potamis

# Existing Coastal Overlay District

- An existing dwelling in excess of four (4) bedrooms may convert two of the existing bedrooms into one accessory unit.
- Properties in a Coastal Pond Overlay District that want to increase beyond the density outlined in.... can only do so provided that:
  - 1) both the principal dwelling and accessory apartment are connected to the municipal sewer system; or
  - 2) 2) an on-site septic system with **enhanced** nitrogen removal approved by the Board of Health is installed on the property

# Accessory Apartment Amendment

## ART 21

- Eliminate term : **enhanced**
- ***Amended language :***  
**an on-site septic system with nitrogen removal approved by Board of Health is installed on the property**

# WHY SHOULD YOU APPROVE ?

- Fairness to elderly, moderate income and younger homeowners applying for accessory apartment
- Environmentally sustainable (.0000017 mg/l from 1br in OP)
- It will take 3-5 years for Town to develop state approvable definition of term Enhanced
- Allows Board of Health to approve nitrogen reduction systems in the absence of approved watershed plans with onsite requirements
- Improves neighborhood
- Avoids \$20,000-\$30,000 plus \$1000 annually

# Town Meeting

## Petition Article 30

Submitted by: Paul Dreyer

1. Power Point slides
2. Letters of support from:
  - a. Recreation Committee
  - b. Rotary Club of Falmouth
  - c. The 300 Committee
  - d. Falmouth Public Schools

**Shiverick's Pond Working Group**

**Petition Article 30  
Board of Selectmen  
Briefing Packet**

**Paul Dreyer, TMM/P2  
On behalf of the Working Group**

February 11, 2019

**Purpose and Members**

- A Working Group was formed in Sep. 2018 to develop a **phased action plan** for the Shiverick's Pond Trail
- Members are: Tom Bott (**Town Liaison**), Jessica Whitenour (**T3C**), Victoria Lowell (**T3C**), Mark Kasprzyk (**Conservation Commission**), Sandy Cuny (**Recreation Committee**), Charlotte Harris (**Planning Board**), James Tow (**Rotary Club**), Tom Bushy (**Lawrence School**), Peter McConarty (**Department of Public Works**), and Paul Dreyer (**TMM/P2**)

**Shiverick's Pond Views**



Swans in Shiverick's Pond in Falmouth Village



Proposed Trail on West Side of Shiverick's Pond



North Side of KLB Road without Sidewalk



Obstructed View of Shiverick's Pond

**Summary of Phase 1 Elements**

**Viewing Platform**

- Existing platform over outlet has serious safety/liability concerns
- Prepare permits and design of a platform in the southwest corner
- An ADA-accessible walkway from trail to a 12-foot by 20-foot platform on pilings in pond

**Vista Pruning**

- Overgrowth and invasive plants block views of pond
- Selectively remove invasive plants keeping roots for protection
- Pruning of 900 feet on KLB Road and 100 feet on the east side

**KLB Sidewalk**

- Dangerous area for students and pedestrians along KLB Road
- Prepare permits and coordination with DPW road and drainage improvements for proposed road project scheduled in 2019
- Approximately 1,000 feet sidewalk on north side of KLB Road

**Shiverick's Pond Phase 1 Elements**



The map shows the layout of Shiverick's Pond and surrounding areas. Key features include the 'Platform' located in the southwest corner of the pond, 'Vista Clearing' along the western edge, a 'Sidewalk' along the northern edge, and an 'Existing Trail' along the eastern edge. The map also shows surrounding roads and property lines.

**Project Summary**

- The cost for the Phase 1 elements in this Article is **\$40,000**
- This is a **public benefit** project that will provide an **educational, recreational, and public safety** aspects for an underutilized resource in Falmouth Village
- **Extensive support** for the project is from the Shiverick's Pond Working Group, the 300 Committee Land Trust, the School Administration, Recreation Committee, the Falmouth Rotary Club, and others
- **Please support the Article** for the 2019 Spring Town Meeting and provide for funding of the Phase 1 improvements

**Recreation Committee  
Town of Falmouth**

February 5, 2018



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

Re: April 8, 2019 Town Meeting Article 30 "Shiverick's Pond Trail Phase 1 Improvements"

Dear Board:

The Recreation Committee held a special meeting on February 2, 2019 to discuss April 8, 2019 Town Meeting - Article 30 "Shiverick's Pond Trail Phase 1 Improvements." The Committee reviewed project documents at the meeting, and appreciates the volunteer work of the Shiverick's Pond Working Group and Petitioner, Paul Dreyer.

The Committee believes this project will meet the accessible recreation needs of children, youth, adults and seniors in the Town of Falmouth and voted to recommend the Article's approval to the Board of Select.

Sincerely,

Robert A. Brown  
Recreation Committee



**The Rotary Club of Falmouth  
P.O. Box 293  
Falmouth, MA 02541**



Mr. Julian Suso  
Town Manager  
Town of Falmouth  
59 Town Hall Square

January 31, 2019

Subject: Shivericks Pond Trail

Dear Mr. Suso,

The purpose of this letter is to state the full support of the Rotary Club of Falmouth for the Shivericks Pond Trail. The nature and scope of this project is totally consistent with one of the five major Avenues of Service of Rotary International, that of "Community Service".

The Rotary Club of Falmouth applauds the project for its promise of significant benefits in improved safety, recreation and education. The earliest completion of the project will provide the maximum return from the investment made, and will well serve the residents and many visitors to Falmouth.

Shivericks Pond is a very significant asset of the Town in that it is a very attractive body of water upon which one can usually see swan, ducks, and Canadian geese. Very importantly, the pond is only a very short walk and in clear view of Main Street. A high use of the proposed trail is expected.

Sincerely,

A handwritten signature in blue ink, appearing to read "R. Mascali".

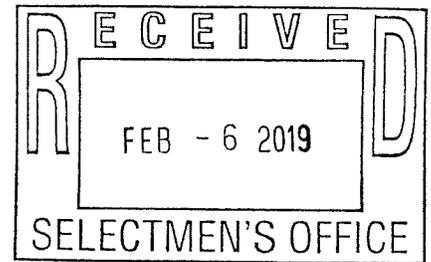
Robert P. Mascali, Esq.  
President

Cc: Mr. Tom Bott  
Mr. Paul Dreyer



February 5, 2019

Mr. Julian Suso, Town Manager  
Town of Falmouth  
59 Town Hall Square  
Falmouth, MA 02540



*President*  
Thomas A. Stone

*Vice President*  
Anne-Marie Runfola

*Treasurer*  
Paula Yanni

*Clerk*  
Victoria Lowell

*Directors*  
Michael A. Duffany  
Susan Gardner  
Susanne Goodman Hallstein  
Leonard W. Johnson  
Day O. Mount  
Jo Ann Muramoto  
Richard Payne  
Gregory Souza  
Adam H. Thomas  
Virginia Valiela

*Executive Director*  
Jessica Whritenour

*Director of Program Services*  
Lucy C. Helfrich

*Stewardship Coordinator*  
Alexandra Zollo

*Tax Exempt #22-2659529*

Dear Julian,

I am writing today to express The 300 Committee's support for the Shivericks Pond Trail project petitioner's article, which seeks funding support to be voted at the April 2019 Town Meeting.

In March of 2015, The 300 Committee purchased the small triangular parcel of land from Bank of America to promote public open space on, and access to, Shivericks Pond. In October 2016, T3C supported the Community Preservation Committee's funding of the environmental baseline study for the pond. Since that time, the Shivericks Pond Trail Working Group has worked extensively to develop a Phase I action plan that would include: vista pruning and removal of invasive species along the pond edge; the creation of a new sidewalk (approximately 1,000 feet in length) and better drainage catchment along the north side of Katharine Lee Bates Road abutting the pond; and the installation of a new, safe and ADA-compliant viewing/fishing platform.

The Working Group includes Town Planner Tom Bott as the Town of Falmouth's liaison, staff from the DPW and Conservation Commission, members of the Planning Board and Recreation Committee and board member Vicky Lowell and executive director Jessica Whritenour as T3C's liaisons.

T3C's board of directors believes Shivericks Pond has been a hidden, inaccessible asset for too long, and we urge the Town to support the petition for funding to initiate Phase I at this April Town Meeting. If we act now; the working group will have the designs ready to capitalize on the CPC FY2020 funding cycle. Delay would mean waiting at least another entire year for the opportunity to receive CPC funding to begin construction.

Furthermore, T3C's board has voted that, once the plans for this project are confirmed and underway, T3C will donate the Shivericks Pond land parcel to the Town. We urge you to support the petitioner's article and move the Shivericks Pond project forward. Thank you.

Sincerely,

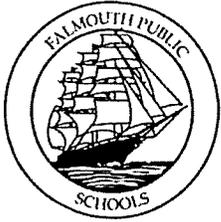
Anne-Marie Runfola  
President

Cc: Tom Bott, Liaison Shiverick's Pond Working Group  
Paul Dreyer, Town Meeting Member Precinct 2

Preserving Open Space for Falmouth

157 Locust Street • Falmouth, MA 02540 • phone 508.540.0876 • fax 508.457.6406 • www.300committee.org



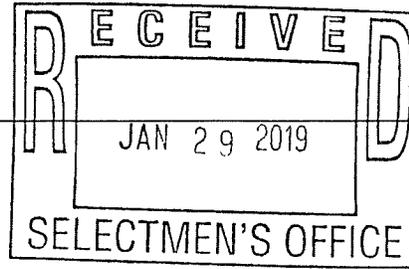


**Falmouth Public Schools**  
A Community Committed to Excellence:  
Every Student. Every Day.

Office of the Superintendent  
340 Teaticket Highway  
East Falmouth, MA 02536

Lori Duerr, Ed.D.  
*Superintendent of Schools*

Sharon Reid  
*Executive Assistant*



January 29, 2019

Julian Suso, Falmouth Town Manager  
59 Town Hall Square  
Falmouth, MA 02540

RE: Support for the Shiverick's Pond Improvement Plan

Dear Mr. Suso,

I am writing in support of *Shiverick's Pond Working Group Project* to make *Phase I* improvements to Shiverick's Pond trail and the surrounding area. Shiverick's Pond is ideally located near the Lawrence School and the Mullen-Hall School which provides opportunities for students to engage in outdoor learning.

Staff and students are in the unique position to incorporate this environmental area within the District and schools' curriculum, particularly in regards to science and the STEM programs. We view the pond as an invaluable asset and natural resource. We value learning outside our classroom walls. The pond's close proximity provides for numerous opportunities for our students. The expanded construction of a walking path around the pond, clearing areas near the pond, and incorporating a pier would significantly enhance the schools' ability to incorporate the use of the pond into the curriculum.

Additionally, the extended sidewalk provides a safer route for our students to navigate the pond and the town. We would also be in support of an extended fence near the Lawrence School, similar to the fence between the walking path and Mullen-Hall's playground to provide additional security.

If you have questions regarding the Falmouth Public Schools' support for the Shiverick's Pond improvement plans, please do not hesitate to contact me.

Respectfully,

Lori Duerr, Ed.D.  
Superintendent of Schools

Cc: Tom Bott, Liaison to Shiverick's Pond Working Group  
Paul Dreyer, Town Meeting Member Precinct

January 28, 2019 minutes still being prepared

## REPORT

TO: Board of Selectmen

FROM: Julian M. Suso

DATE: February 8, 2019



- In anticipation of the status report presentation on four Town-owned buildings (Marks, Senior Center, Emerald and Farmhouse), we have scheduled a "site visit" to two of these buildings beginning at 6PM on Monday evening. We will plan to first gather at the Marks Building at 6PM and move to the Old Senior Center at approximately 6:20PM. With Peter's able assistance, we will have power point photos/information on the remaining two buildings. If the Board would so desire, I would be pleased to schedule a follow-up site visit to the remaining two buildings at a time of convenience for the Board. I do want to emphasize that the BOS agenda item on the four buildings is intended as a "status report" only and the Board is not being requested to take any further specific action at this time. As a courtesy, we have notified multiple Committees, which may have an interest in joining us both for this site visit as well as for the upcoming meeting. Under separate cover with your Board packet, you are receiving a bullet-point summary status report for each of these four Town buildings. In addition, for the Marks Building alone, I attach a stand-alone summary of actions which have taken place with that building specifically (which includes approval by Selectmen to proceed, followed by three separate Town Meeting votes setting aside funding in support of the relocation of Human Services to the first floor of that building).
- Selectmen will consider multiple Special Event requests, as this is that time of year.
- Ray Jack will be making a presentation and a request to the Board to authorize proceeding with the permitting application for the time-sensitive Menahaunt Beach stabilization. As you will recall, this is the next step necessary to facilitate proceeding with the proposed Bridge widening and roadway project.
- I attended the Finance Committee's Tuesday evening meeting which included their voted support of a number of Town departmental funding requests for FY20.
- I attended the Rt. 28 Citizens Advisory Committee meeting on Thursday evening. They made great progress in their deliberations and

recommendations on the roadway corridor from the School Administration Building east to Oxbow Road; this followed their site visit to the corridor held last Saturday morning, February 2. It now remains for Ray Jack to work with the Town's consultant to update/assemble the draft plan recommendations for this corridor and return to the Committee with their "final" work product, subject to any further fine-tuning. This re-drafting of roadway plans is anticipated to take about three weeks, with the Committee intending to re-convene either the last week of February or the first week of March. As a reminder, our requested timeline is early in April, so progress is ongoing and much appreciated. Stay tuned.

- I attended the Water Quality Management Committee's meeting on Thursday afternoon which included a summary presentation from consultant GHD on "wastewater discharge options for Falmouth" as well as other items of business.
- On Friday morning, I met with Upper Cape Managers, representative of Joint Base Cape Cod and others in our ongoing work under a State Regional Compact Grant exploring potential wastewater collaboration. Good progress continues to be made in this comprehensive analysis. More recently, the Town of Barnstable has expressed an interest in potentially joining our collaboration.
- I recently joined in a meeting at the Harbormaster's Office with staff members from the Cape Cod Commission (CCC), Town Planner Tom Bott, MES Director Gregg Fraser and other staff for a presentation by the CCC on their "Regional Harbor Assessment" initiative. This involves working with the communities of Chatham, Dennis, Falmouth and Provincetown in the following study purpose: "Identify and, where possible, quantify the various economic activities associated with harbors on Cape Cod relative to the cost of maintaining the harbors; assess threats to harbor viability and the net benefits of continued operations." I am pleased that this assessment by the CCC will include the Town of Falmouth and we look forward to the insightful results. I understand that a final Report is expected within twelve months.

## **STATUS UPDATE – EDWARD MARKS BUILDING**

Prepared for BOS 2-11-19

- Presentation to BOS on November 11, 2013 including proposed concepts for Town Hall Restructuring of Departments and Relocation of Human Services Department to available first-floor office space in Edward Marks Building . This proposal was affirmed by the Board.
- Given this direction, multiple action steps have been taken to proceed including securing the funding to do so:
  - An architectural analysis of the Marks Building was funded by Town Meeting and undertaken by Giampetro Architects in 2014. This included confirming the structural integrity of this building and provided some optional office layouts for the existing, developed first floor. The record demonstrates that considerable Town funding has been expended in maintaining this building since 1997.
  - A proposal was brought to Town Meeting including the Edward Marks Building as part of the ESCO Phase 2 to allow HVAC upgrade. Town Meeting approval was secured.
  - A proposal was brought to Town Meeting to fund the replacement of the roof of the Edward Marks Building. Town Meeting funding was secured in 2016. A representative of the Historical Commission questioned the expenditure of funds on the roof replacement as proposed. As per standard procedure, the review and approval of Mass Historic was secured to proceed as proposed. This contract has been awarded.
  - A proposal was brought to Town Meeting to fund the upgrading of the existing, largely improved office spaces within the first floor of the Marks Building (which had been upgraded and occupied by the Retirement Board Offices previously for multiple years). Town Meeting approval was secured in 2018 and the Town is proceeding with the procurement process. All such modest office improvements to this existing first floor will be consistent with the preservation restriction as affirmed by Mass Historic. As a courtesy, this will be coordinated with the Historical Commission as well.
- In 2017, the Town was contacted by a group identified as the “Preservation Alliance” that included the Chair of the Historical Commission and a proposal was presented to “assume control” of the Marks Building and

pursue “historic renovation” of this space with primary funding to be forthcoming from Town (CPC) sources. As I recall, some of the space would then be rented out to appropriate (unspecified) groups to generate revenue for ongoing upkeep and allow the building to be available for tourist/historic interest. This proposal would **require** that the Human Services Department be **excluded** from this Town building, contrary to the direction given earlier by the Board of Selectmen. The representatives of the Preservation Alliance were advised that a proposal from them which instead **included the occupancy of the Human Services Department** would be welcomed for future consideration. It was also stated that any disposition of a Town-owned building to a third-party entity would require that State Procurement Regulations be followed. No proposal was forthcoming from the Preservation Alliance which complied with this request to include the Human Services Department consistent with the Selectmen’s determination and the multiple Town Meeting votes in support of funding for this initiative consistent with the creation of a Community Services complex along with the Police Station, Gus Canty Community Center and new Senior Center.