

**TOWN OF FALMOUTH**  
**BOARD OF SELECTMEN**  
**REVISED AGENDA**

**MONDAY, DECEMBER 16, 2019 – 7:00 P.M.**  
**SELECTMEN'S MEETING ROOM**

**TOWN HALL**  
**59 TOWN HALL SQUARE, FALMOUTH, MA 02540**

**6:30 p.m. OPEN SESSION**

**6:30 p.m. EXECUTIVE SESSION**

1. M.G.L. c.30A s.21(a)(6) – To Discuss Potential Land Acquisition – “Lyberty Green” 556 Main Street and 0, 3 & 4 Lantern Lane, Falmouth
2. M.G.L. c.30A s.21(a)(3) – To Discuss Strategy with Respect to Collective Bargaining – AFSCME Local 1636 Unit A

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

1. Call to Order
2. Pledge of Allegiance
3. Proclamation
4. Recognition
5. Announcements
  - Falmouth Marina 2019 Boaters' Choice Award Recipient
6. Public Comment

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

1. Licenses
  - a. Approve Application for a Change of Manager of an All Alcoholic Common Victualler License – Josh's at Davisville, 339 East Falmouth Highway, East Falmouth, continued from 12/9/19
2. Administrative Orders
  - a. Vote Appointment of Town Accountant
  - b. Act on Solid Waste Advisory Committee Recommendations
  - c. Vote Effective Date for One-Time Plastic Bottle Ban
  - d. Vote to Approve Expenditure from the Recreation Department Donation Account in the amount of \$1,195.00 to Dattco Bus Company
  - e. Authorize application to MA Department of Conservation & Recreation (DCR) Forest Stewardship Program to obtain a Forestry Plan for 17 acre parcel adjacent to Coonamessett Farm in Hatchville

**7:30 p.m. PUBLIC HEARINGS**

1. Shade Tree Hearing – 220 Old Main Rd.
2. Shade Tree Hearing – 475 Main St.
3. Application for a Change of Officers/Directors/LLC Managers and a Change of Ownership Interest of an All Alcoholic Common Victualler License – 99 Restaurants of Boston, LLC – 30 Davis Straits, Falmouth

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

1. Interview, vote and appoint committee members:
  - a. Transportation Management Committee:
    - Edward DeWitt
    - John Keenan
    - Alison Leschen
    - Ralph Herbst
    - Jane Perry

- Paul Dreyer (Planning Board Appointment)
  - b. Steamship Authority Working Group
    - Nat Trumbull
  - c. Steamship Authority Task Force
  - d. Affordable Housing Committee:
    - Onjalé Scott Price
  - e. Falmouth Cultural Council:
    - Alicia Buccino
    - Marilyn Rowland
  - f. Human Services Committee:
    - Deb Berglin
2. Interim Report – Edward Marks Building Advisory Committee
  3. Status Report on Grinder Pump Partial Payment
  4. Acting as Trustees of the Falmouth Affordable Housing Fund, presentation and vote on application from Falmouth Housing Corp for 10 units of affordable, workforce housing to be constructed at 591 Gifford Street – “Gifford Workforce Phase II”
  5. Presentation of 2020 Projects – Ronit Goldstein and John Ventura, Eversource Energy
  6. Vote to Approve Complete Streets Policy
  7. Approve 2020 Annual License Renewals:

**ALL ALCOHOL RESTAURANT**

La Cucina sul Mare, 237 Main Street  
 The Black Dog Heights Café, 465 Grand Avenue  
 The Pizza Bar, 146 Sandwich Road

**ALL ALCOHOL PACKAGE STORE**

Kappy’s, 21 Spring Bars Road

**COMMON VICTUALLER LICENSE**

La Cucina sul Mare, 237 Main Street  
 The Black Dog Heights Café, 465 Grand Avenue  
 The Pizza Bar, 146 Sandwich Road  
 LBK, dba Burger King, 111 Teaticket Highway  
 Eat Your Heart Out Café & Gourmet Market, 587 Main Street  
 Cupcake Charlie’s, 153 Main Street  
 The Buffalo Jump, 277 Hatchville Road  
 Martha’s, 281 Main Street  
 Peel Pizza, 31 Teaticket Highway  
 Subway, 137 Teaticket Highway

**INNHOLDER LICENSE.**

Shoreway Acres, 59 Shore Street

**ENTERTAINMENT**

La Cucina sul Mare, 237 Main Street  
 The Pizza Bar, 146 Sandwich Road

**SUNDAY ENTERTAINMENT**

La Cucina sul Mare, 237 Main Street

**USED CAR DEALERS – Class I, II, & III**

Rte. 28 Auto Center, 550 East Falmouth Highway  
 Battles Used Cars & Trucks, 14 Depot Avenue  
 Falmouth Motorcar, 716 Teaticket Highway

**LIVERY LICENSE**

NeveRest Limo & Van Service, 33 Village Common Drive

8. Minutes of Meetings: Public Session – October 21, 2019
9. Individual Selectmen’s Reports
10. Town Manager’s Report

Megan English Braga, Chairman  
 Board of Selectmen



The Commonwealth of Massachusetts  
Alcoholic Beverages Control Commission

For Reconsideration

LICENSING AUTHORITY CERTIFICATION

Falmouth

04244-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  Zip Code

Manager  Granted under Special Legislation? Yes  No

If Yes, Chapter   
(i.e. restaurant, package store) (Annual or Seasonal) (i.e. Wines and Malts / All Alcohol) of the Acts of (year)

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

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

JZ Restaurant, Inc

339 East Falmouth Hwy

East Falmouth, MA 02536

774-255-1178

On March 3, 2019 Joshua Zamira, President of JZ Restaurant Inc. passed away. I, Kimberly Martin, am his partner in the business for Josh's at Davisville. The corporation is in probate until March 4, 2020 where on that date we will reconstruct the corporation and put it in my name.

Up until Josh's passing I was equally involved in day to day operations and remain to do so.

Thank you,

Kimberly Martin

A handwritten signature in black ink that reads "Kimberly Martin". The signature is written in a cursive style with a large initial 'K' and a small 'M'.



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

**AMENDMENT-Change of Manager**

**Change of License Manager**

**1. BUSINESS ENTITY INFORMATION**

Entity Name	Municipality	ABCC License Number
JZ RESTAURANT INC dba JOSH'S AT DAVISVILLE	FALMOUTH	04244-RS-0390

**2. APPLICATION CONTACT**

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

Name	Title	Email	Phone
KIMBERLY MARTIN	MANAGER	KIM@JOSHSATDAVISVILLE.COM	774-255-1178

**3A. MANAGER INFORMATION**

The individual that has been appointed to manage and control of the licensed business and premises.

Proposed Manager Name: KIMBERLY MARTIN Date of Birth: [ ] SSN: [ ]

Residential Address: [ ]

Email: KIM@JOSHSATDAVISVILLE.COM Phone: [ ]

Please indicate how many hours per week you intend to be on the licensed premises:  ALL Last-Approved License Manager: JOSHUA ZAMIRA

**3B. CITIZENSHIP/BACKGROUND INFORMATION**

Are you a U.S. Citizen?  Yes  No \*Manager must be U.S. citizen  
 If yes, attach one of the following as proof of citizenship US Passport, Voter's Certificate, Birth Certificate or Naturalization Papers.  
 Have you ever been convicted of a state, federal, or military crime?  Yes  No  
 If yes, fill out the table below and attach an affidavit providing the details of any and all convictions. Attach additional pages, if necessary, utilizing the format below.

Date	Municipality	Charge	Disposition

**3C. EMPLOYMENT INFORMATION**

Please provide your employment history. Attach additional pages, if necessary, utilizing the format below.

Start Date	End Date	Position	Employer	Supervisor Name
JULY 2018	PRESENT	MANAGER	JZ RESTAURANT, INC	KIMBERLY MARTIN
AUG 2014	MAY 2018	SERVER/BARTENDER	JACK'S RESTAURANT	JOHN SORGI

**3D. PRIOR DISCIPLINARY ACTION**

Have you held a beneficial or financial interest in, or been the manager of, a license to sell alcoholic beverages that was subject to disciplinary action?  Yes  No If yes, please fill out the table. Attach additional pages, if necessary,utilizing the format below.

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

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Manager's Signature: Kimberly Martin Date: 11/05/2019

## Phyllis Downey

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**From:** Douglas DeCosta  
**Sent:** Friday, November 22, 2019 11:46 PM  
**To:** Phyllis Downey  
**Cc:** Diane Davidson  
**Subject:** Background Check- Kimberly Ann Martin of Josh's at Davisville

### **Background Check- Kimberly Ann Martin of Josh's at Davisville Manager of Alcoholic Beverage License**

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

Kimberly Ann Martin of Josh's at Davisville

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

Sincerely,

Lieutenant Douglas DeCosta  
Falmouth Police Department  
750 Main Street  
Falmouth, MA 02540  
Office: 774-255-4527  
Fax: 508-457-2566  
[douglas.decosta@falmouthpolicema.gov](mailto:douglas.decosta@falmouthpolicema.gov)  
[www.falmouthpolice.us](http://www.falmouthpolice.us)



-----NOTICE-----

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

Fire

## Phyllis Downey

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**From:** Timothy Smith  
**Sent:** Wednesday, November 20, 2019 12:54 PM  
**To:** Phyllis Downey  
**Cc:** Mel Trott; Boyd Demello  
**Subject:** Application review

Phyllis,  
Fire Prevention personnel reviewed both applications you forwarded for the Green Pond Yacht Club and Josh's at Davisville. No issue noted with either application.  
Have a great week.

Timothy Smith, Deputy Fire Chief  
Falmouth Fire Rescue Department  
Work: (508) 495-2514  
[REDACTED]

## Phyllis Downey

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**From:** Scott McGann  
**Sent:** Monday, November 18, 2019 7:44 AM  
**To:** Phyllis Downey  
**Subject:** RE: Josh's At Davisville Chang of Manager

No issues on our end  
Scott  
Falmouth Health

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**From:** Phyllis Downey <phyllis.downey@falmouthma.gov>  
**Sent:** Sunday, November 17, 2019 12:35 PM  
**To:** Peter McConarty <peter.mcconarty@falmouthma.gov>; Rod Palmer <rod.palmer@falmouthma.gov>; Scott McGann <scott.mcgann@falmouthma.gov>; Timothy Smith <timothy.smith@falmouthfirema.gov>; Patty O'Connell <patricia.oconnell@falmouthma.gov>  
**Cc:** Faith Marion <faith.marion@falmouthma.gov>; Pamela Marshall <pamela.marshall@falmouthma.gov>; Falmouth Health Department <health@falmouthma.gov>  
**Subject:** Josh's At Davisville Chang of Manager

Good morning,

An application for Change of Manager has been made by Josh's at Davisville, East Falmouth. The new manager, Kimberly Martin, is the spouse of the former Manager-Owner, Josh Zamira, who passed away unexpectedly on March 3, 2019. A copy of the Death Certificate is on file in this office. Ms. Martin will apply for a background check with the Falmouth Police Department and has completed a CORI application per ABCC requirements. An update to the Town Common Victualler and Entertainment Licenses has also been applied for.

May we please request recommendations by Wednesday, December 4th ? The Board of Selectmen will discuss this application at their meeting on Monday, December 9, 2019.

Thank you,  
Phyllis

*Phyllis Downey*  
Administrative Assistant  
Town Administration  
508-495-7325



# TOWN OF FALMOUTH

Office of the Town Manager & Selectmen

59 Town Hall Square, Falmouth, Massachusetts 02540

Telephone (508) 495-7320

Fax (508) 457-2573

COMMONWEALTH OF MASSACHUSETTS

The Town of Falmouth

Victoria Rose  
59 Town Hall Square  
Falmouth, MA 02540

We, the Selectmen of the Town of Falmouth by virtue of the authority in us vested by the laws of the Commonwealth, do hereby appoint you

**TOWN ACCOUNTANT**

**UNTIL DECEMBER 16, 2022**

Given at FALMOUTH this 16<sup>th</sup> day of DECEMBER, 2019

Please present this appointment to the Town Clerk to be sworn into the office of which you have been appointed in order to validate the appointment.

\_\_\_\_\_  
Megan English Braga

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

\_\_\_\_\_  
Douglas H. Jones

\_\_\_\_\_  
Susan L. Moran

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

RECORDED \_\_\_\_\_ 2019

ATTEST \_\_\_\_\_ TOWN CLERK

## Chapter C. Falmouth Home Rule Charter

### Article III. The Board of Selectmen

#### § C3-6. Powers of appointment.

- A. The Board shall appoint:
- (1) A Town Manager, as provided in Article **V**.  
[Amended ATE 5-15-2007, Question 12]
  - (2) A Town Accountant for a term of three (3) years in accordance with MGL c. 41, § 55.
  - (3) Three (3) members of a Board of Registrars.
  - (4) Election officers.
  - (5) Town Constables.
- B. The Board shall also have the power to appoint town boards, as provided in Article **VII**.
- C. The Board shall also have the power to appoint ad hoc committees and to multi-member bodies and define their duties, set the limits for the scope of their responsibilities and the terms of their existence. Any such committee having a planning function shall coordinate its activities with the Planning Board at least once a year.  
[Amended ATE 5-15-2007, Question 9]

**Part I** ADMINISTRATION OF THE  
GOVERNMENT

**Title VII** CITIES, TOWNS AND DISTRICTS

**Chapter** OFFICERS AND EMPLOYEES OF  
**41** CITIES, TOWNS AND DISTRICTS

**Section** TOWN ACCOUNTANT; TENURE;  
**55** POWERS AND DUTIES

Section 55. Any town may authorize the selectmen to appoint a town accountant, who shall perform the duties and possess the powers of town auditors as defined in sections fifty to fifty-three, inclusive. In towns so authorizing the appointment of a town accountant the office of town auditor may, if the town so vote, be abolished. In towns which have accepted chapter thirty-one or corresponding provisions of earlier laws, the appointment of the town accountant shall be subject to the civil service rules. The town accountant shall be sworn to the faithful performance of his duties, shall hold no other town office involving the receipt or disbursement of money, shall hold office for three years and until a successor is qualified; provided, however, that at the discretion of the appointing authority, a person may be appointed to the position of town accountant for a term of not more than five years and until a successor is qualified. The town clerk, if he holds no other office involving the receipt or disbursement of money, may be appointed to the position of town accountant.

**Below in red (or grey if black and white) are the Town Manager's proposed responses to the requests received from the SWAC on September 23, 2019.**

**The Solid Waste Advisory Committee** \*respectfully requests that the Board of Selectmen consider the following recommendations for solid municipal waste and respond accordingly. Thank you.

1. To move forward with the MA DEP Recycling IQ Kit for implementation in Spring of 2020.  
More discussion is needed to determine the Town's readiness to move forward, including staffing and management of the grant. Deadline – December 15, 2019.

**Yes, implementation date subject to staffing.**

2. To move forward with a drafting of a recycling bylaw already approved of by the BOS with possible readiness for the 2020 Spring Town Meeting.  
One meeting was initiated earlier this year with Town personnel. Deadline – January 1, 2020.

**Yes, we will attempt to have a bylaw drafted for inclusion on the April 2020 Town Meeting warrant.**

3. To move forward in cooperation with the Falmouth School Department to develop a system wide program for "Doing Trash Right" in the schools. The MA DEP has programs, kits, and other resources available to ensure success. Deadline – May 2020.

**This request is not in the Board of Selectmen jurisdiction.**

4. To improve the Town's communication with its residents and visitors on trash and recycling through direct mailings, display ads in the print media, FCTV and updated information on the Town's website. Deadline – October 2019.

**Yes - Direct mailing and website updates; need to assess cost effectiveness of print media ads.**

5. To encourage more Town personnel to attend MA DEP Workshops on Zero Waste.  
SWAC members who have attended these very informative sessions have met DPW Directors, Town Managers, Finance Directors, Crew Chiefs, Selectmen and waste committee members from other Cape towns and have shared common issues, frustrations and solutions.

**May have staff attend subject to schedules and competing priorities.**

6. To prepare for the 2022 Contract for Municipal Solid Waste Pick-up (Residential Curbside and Municipal Buildings).

This is an opportunity to look at the long and short haul for waste removal in Falmouth. What will be Falmouth's requests, demands in this new contract – new recycling bins compatible with the haulers' trucks, for example? Begin review and discussions in Spring 2020.

**Yes, Town staff will evaluate these issues as part of the negotiation, or bid, of a new residential curbside contract. Some of the policy issues are appropriate for discussion with SWAC and Board of Selectmen. Negotiation of pricing and terms cannot be done in open session.**

7. To review the original and subsequent Waste Management Facility plans for their applicability in updating the facility; address current issues and make necessary improvements.  
Included are making a priority of streamlining the computer system at the gate and addressing safety and health issues at the office/trailer. Deadline - Dec. 15, 2019; addressing Swap Shop needs and improvements; monitoring contracts with haulers of materials from the WMF. Deadline – Spring 2020.

**There are no safety or health issues at the office/trailer. The software used to process fees will ultimately need to be replaced but given the relatively low volume, the dollars and collected and the cost of a new system this is not a high priority.**

8. To add to the packet of information given to individuals and organizations when securing permission to use public spaces for events (beach weddings, road races, etc.) a waste and recycling plan. Deadline – March 2020.

**Yes**

9. To appoint a Solid Waste Manager as voted by Town Meeting. If the Town has reasons for not creating a solid waste division headed by a solid waste manager, then please explain. Are there other options for leadership and execution for the above recommendations? Deadline – January 2020.

**Yes, a Part-Time position will be included in the Town Manager's recommended budget for FY2021.**

\*Linda Davis, Chairman; Chris Polloni, Vice Chairman; Amy Roth, Secretary; Marc Finneran, Ruth Brazier, Alan Robinson and Zachary Ellis, Committee Members.

**Diane Davidson**

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**From:** Peter Johnson-Staub  
**Sent:** Wednesday, December 11, 2019 10:13 AM  
**To:** Diane Davidson  
**Subject:** FW: One Time Plastic Bottle Ban - BOS Agenda 12/16/2019

Diane,

Please include the below email in the Selectmen packet for the Administrative Order on this topic.

Thanks,  
Peter

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

<http://www.falmouthmass.us>

*Kindly Remember that under MA General Laws most email correspondence to, or from, a municipal employee or committee member is deemed a public record.*

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**From:** Chuck Sturtevant [mailto:chuckhs@comcast.net]  
**Sent:** Friday, December 6, 2019 3:35 PM  
**To:** Peter Johnson-Staub <peter.johnson-staub@falmouthma.gov>; Julian Suso <julian.suso@falmouthma.gov>  
**Cc:** Mark Kasprzyk <mjkas25@comcast.net>; 'Robert Gillis' <rgillis@mycapecodbank.com>; 'Chris Fitzgerald' <commodoresgm@gmail.com>; 'Linda Peters' <lpeters.fc@gmail.com>  
**Subject:** One Time Plastic Bottle Ban  
**Importance:** High

Julian and Peter,

I am writing you to please discuss this issue of the one time plastic bottle ban with the Select Board.

As a non-profit we rely on generating funds from the donations at the gate, sale of merchandise and concessions. Our concessionaire has already asked for an opt out clause in his contract because of the ban.

I would urge the Select Board to consider delaying the ban until September 1<sup>st</sup> so we and many other non-profits can figure out how we need to adhere to the new policy.

I would imagine the Falmouth Little League and the Falmouth Road Race will be impacted by this regulation.

Thank you for your consideration and assistance.

We the Commodores wish everyone a Happy Holiday Season and a Happy New Year.

Regards,  
Chuck

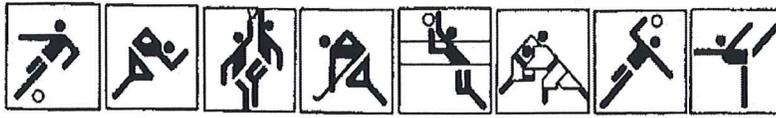
*Chuck Sturtevant*

*President*

*Cape Cod Baseball League/ Falmouth Commodores*

*508-648-2718*

# Falmouth Recreation Department



**GUS CANTY COMMUNITY CENTER**



*Joe Olenick*

*Recreation Director*

Dec. 9, 2019

Dear Board of Selectman,

The Recreation Department would like to use the Donations account (28-630-5630-5780) to pay for the balance from the New York City trip. We would like you to review and approve.

Respectfully submitted,

Joe Olenick  
Director  
Falmouth Recreation Department

New York City Trip

Dattco Bus Company (vendor #924)

Invoice # 289979 & # 289979-1

Total amount = \$3,275.00 (Paid

Cash collected = \$2,080.00 (Revolving Account # 24-630-4630-4233)

Balance = \$1,195.00 (Donation Account # 28-630-5630-5780)

**Acceptance**

Client ID Client Company Client Ref 1 Client Ref 2	599351 Katie Pierias Falmouth Recreation Department	Charter ID Movement ID Status Passengers Distance	289979 324673 Firm  575.9
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First Pick-up Pick-up Date Single Journey Vehicle To Stay	Gus Cnty Community Center Falmouth MA Sat 12/7/2019 Time 06:00 No Yes	Destination Arrival Date Leave Date Back Date	Theatre District New York NY Sat 12/7/2019 Time 11:10 Sat 12/7/2019 Time 18:00 Sat 12/7/2019 Time 23:05
--------------------------------------------------------------------	--------------------------------------------------------------------------------	--------------------------------------------------------	------------------------------------------------------------------------------------------------------------------

First Pick-up Instructions	Destination Instructions
790 Main Street	Broadway & 53rd Street

Seats	Vehicle Description	Vehicle No	Price	Tax %	Tax	Total
52	Premium 52 Passenger Coach	1	\$2,650.00	0	\$0.00	\$2,650.00

Quantity	Description	Unit Price	Price	Tax %	Tax	Total
1	Relief Driver	\$400.00	\$400.00	0	\$0.00	\$400.00
1	NYC Operations Fee	\$100.00	\$100.00	0	\$0.00	\$100.00
1	Gratuity	\$125.00	\$125.00	0	\$0.00	\$125.00
Movement Totals			\$3,275.00		\$0.00	\$3,275.00

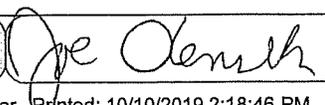
Driver Description	Vehicle No	Driver Description	Vehicle No
Driver	1		

Route	Further Requirements
Additional stops: Rest area on I-95 in Milford or Darien, or a quick rest break on the way.	Make sure Wi-Fi and outlets are working prior to leaving the yard.

References	
Deposit Amount: \$650.00 Point of contact day of trip: Matt Flynn 508.648.8094	Deposit Due Date: 10/18/2019

Salesperson	Phyllis Sabo
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I have reviewed the Movement Details above, as well as the accompanying Terms and Conditions. By signing below, I acknowledge that the details are correct, and that I accept these Terms and Conditions. I further understand and agree to the price and payment conditions as detailed in these documents.

Signature		Print Name	Joe Olenick	Date	10-10-19
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Falmouth Public Schools  
Town Department - Recreation

INVOICE NUMBER
<b>289979</b>

PAID

Vendor #	PO #	Department	Invoice Date
924		REC - Town Department - Recreation	09/30/2019

**SEND PAYMENT TO:**

DATTCO INC  
583 SOUTH ST  
NEW BRITAIN, CT 06051

Item	Description	Account #	Amount
1	Deposit for the NY Bus trip	24-630-4630-5780	\$650.00

PAID

PAID

This order is exempt from Massachusetts Sales and Use Tax Exemption Number T.B.D.

**TOTAL OF INVOICE:**

**\$650.00**

If not a corporation, show your Internal Revenue Service Number (or Social Security Number) on all invoices.

FALMOUTH PUBLIC SCHOOLS IS AN EQUAL OPPORTUNITY EMPLOYER AND HAS AN AFFIRMITIVE ACTION PLAN.

SIGNED:

Falmouth Public Schools  
Town Department - Recreation

INVOICE NUMBER
<b>289979-1</b>

PAID

Vendor #	PO #	Department	Invoice Date
924		REC - Town Department - Recreation	11/14/2019

**SEND PAYMENT TO:**

DATTCO INC  
583 SOUTH ST  
NEW BRITAIN, CT 06051

Item	Description	Account #	Amount
1	Balance payment for the NYC Trip	24-630-4630-5780	\$2,625.00

PAID

PAID

This order is exempt from Massachusetts Sales and Use Tax Exemption Number T.B.D.	<b>TOTAL OF INVOICE:</b>	<b>\$2,625.00</b>
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If not a corporation, show your Internal Revenue Service Number (or Social Security Number) on all invoices.

FALMOUTH PUBLIC SCHOOLS IS AN EQUAL OPPORTUNITY EMPLOYER AND HAS AN AFFIRMITIVE ACTION PLAN.

SIGNED:

**Diane Davidson**

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**From:** Peter Johnson-Staub  
**Sent:** Thursday, December 12, 2019 9:05 AM  
**To:** Julian Suso  
**Cc:** Frank Duffy; Diane Davidson  
**Subject:** RE: RE: MA Forest Stewardship Program

Julian,

I spoke briefly with Mark about this last week. It is clear that participation in this application creates no contractual obligations for the Town. If the application is accepted, DCR pays for a forestry plan to be generated and the Town retains full discretion to implement some, all or none of it. Would you like to put it on the agenda for Dec 16 as an Administrative Order?

“Authorize application to MA Department of Conservation & Recreation (DCR) Forest Stewardship Program to obtain a Forestry Plan for 17 acre parcel adjacent to Coonamessett Farm in Hatchville.”

Peter

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

<http://www.falmouthmass.us>

*Kindly Remember that under MA General Laws most email correspondence to, or from, a municipal employee or committee member is deemed a public record.*

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**From:** Frank Duffy  
**Sent:** Tuesday, December 10, 2019 2:13 PM  
**To:** Mark Kasprzyk <mark.kasprzyk@falmouthma.gov>; Julian Suso <julian.suso@falmouthma.gov>  
**Cc:** Peter Johnson-Staub <peter.johnson-staub@falmouthma.gov>; Jennifer Mullen <jennifer.mullen@falmouthma.gov>; Jeremiah Pearson <jeremiah.pearson@falmouthma.gov>; Jennifer McKay <jennifer.mckay@falmouthma.gov>; Jamie Mathews [REDACTED]; Irie Mullin <irie.mullin@falmouthma.gov>  
**Subject:** RE: RE: MA Forest Stewardship Program

Julian: As Mark said in his email below, there is a 17 ac. parcel under the jurisdiction of the BOS. A simple majority vote of the board is enough to include it in the application to be submitted to the MA Forest Stewardship Program. The parcel will remain under the jurisdiction of the BOS and there is no event requiring a town meeting vote.

---

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

**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. Moreover, any such inadvertent disclosure shall not compromise or waive the attorney-client privilege as to this communication or otherwise. 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:** Mark Kasprzyk  
**Sent:** Tuesday, December 10, 2019 12:56 PM  
**To:** Julian Suso  
**Cc:** Peter Johnson-Staub; Frank Duffy; Jennifer Mullen; Jeremiah Pearson; Jennifer McKay; 'Jamie Mathews  
[REDACTED]  
**Subject:** RE: MA Forest Stewardship Program

Hi Julian –

The Conservation Department will be filing two applications through the MA Forest Stewardship Program which is run by the State's Department of Conservation & Recreation (DCR). A Forest Stewardship Plan (FSP) will be created for the designated parcel(s) by a State certified forester to document options for best management practices for a healthy and productive forest for the decades ahead. Soil and water quality, wildlife and fish habitat, timber and wood products and outdoor recreation are among the factors taking into consideration when developing the FSP.

This is a non-regulatory and non-obligatory program that provides information to private and municipality property owners. Once the application is approved through DCR, we would meet with a private consulting forester to define the goals we have for our woodlands. Once the FSP is created, DCR will pay the forester directly for his services – no monies will go through the Town.

The two applications will be for Beebe Woods (397 acres) and for the Matt Sousa complex (72.5 acres). These acreages are under the care and jurisdiction of the Conservation Commission. However, for the Matt Sousa complex, we would like to include additional contiguous acreage under the care and jurisdiction of the Selectman which would add an additional 17 acres to the plan (see attached map for ownership breakdown). The 300 Committee, who owns an abutting parcel to the Conservation land (3.4 acres), has already agreed to be included in the evaluation. If the Selectman parcels were also included, this would bring the total up to 90 acres (see attached blue map for total contiguous acreage).

We hope we can include the Selectman properties for consideration as the State will look more favorably with a three-way partnership. This is a non-binding relationship that will provide practical forestry guidance for the Town. Thank you for your time and please let us know if you have any questions.

Mark Kasprzyk  
Conservation Land Manager/MES Technician

59 Town Hall Square  
Falmouth, MA 02540  
[REDACTED]



# TOWN OF FALMOUTH

Office of the Town Manager & Selectmen

59 Town Hall Square, Falmouth, Massachusetts 02540  
Telephone (508) 495-7320  
Fax (508) 457-2573

## TOWN OF FALMOUTH PUBLIC HEARING NOTICE SHADE TREE REMOVAL

Notice is hereby given of a Public Hearing to be held by the Falmouth Board of Selectmen in the Selectmen's Meeting Room, Monday, December 16, 2019 at 7:30 p.m. on the application of the Tree Warden for the removal of two (2) trees at the following locations:

220 Old Main Road	(1) American Elm	Internal decay
475 Main Street	(1) Sweetgum	Un-structural crown/storm damage

Removal is necessary because of the poor condition of the trees and possible safety hazard.

BOARD OF SELECTMEN  
Megan E. English Braga, Chair  
Douglas C. Brown  
Douglas H. Jones  
Susan L. Moran  
Samuel H. Patterson

*Publication date: Friday, December 6, 2019; Falmouth Enterprise  
Account #: 2056*

**TOWN OF FALMOUTH  
PUBLIC HEARING NOTICE  
SHADE TREE REMOVAL**

Notice is hereby given of a Public Hearing to be held by the Falmouth Board of Selectmen in the Selectmen's Meeting Room, Monday, December 16, 2019 at 7:30 p.m. on the application of the Tree Warden for the removal of two (2) trees at the following locations:

220 Old Main Road (1) American  
Elm Internal decay  
475 Main Street (1) Sweetgum  
Un-structural crown/storm damage

Removal is necessary because of the poor condition of the trees and possible safety hazard.

BOARD OF SELECTMEN  
Megan E. English Braga, Chair  
Douglas C. Brown  
Douglas H. Jones  
Susan L. Moran  
Samuel H. Patterson

December 6, 2019

Submit in Duplicate

Town of Falmouth

Application for Hearing & Removal of Town Shade Tree

To: Falmouth Board of Selectmen

(To be filled out by applicant)

Name of Applicant (Owner):

Street Address:

Section of Town:

Telephone Number:

Reason for Tree Removal Request:

Legal Advertising Fee to be paid by applicant: \$25.00

Signature of Applicant:

(To be filled out by DPW Tree Warden)

Variety of Tree:  Condition of Tree:

Approximate Height:  Diameter of Tree:

Can Tree be Removed:  Estimated Cost/Moving:

Estimated Cost/Removing:

Recommendation of DPW Tree Warden:

Action Taken by Board of Selectmen:

<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

Board of Selectmen

Date of Posting of Tree:

Date of Legal Advertising in Newspaper:

Date of Removal of Tree:



# *Town of Falmouth*

## *Department of Public Works*

### **Parks & Forestry Division**

416 Gifford Street  
Falmouth, MA 02350

Telephone: (508) 457-2543  
Fax: (508) 548-1537

Jeremiah Pearson  
Parks Superintendent

## **Tree Wardens opinion for the removal of 1 American elm located at 220 Old Main Road**

This American elm tree has been requested several times for removal by the O'Reilly family located at of 220 Old Main Road. The Parks Departments stance in the past was that of preservation due to our fungicide injections and this trees historical value. In the past the Parks Department mitigated the strong lean towards the O'Reilly home by doing extensive crown reduction pruning to combat the unbalanced crown. Recently further analysis was performed by Dr. Nicholas Brazee from the University of Massachusetts diagnostic lab to perform a non-invasive approach called tomography to assess for internal decay. Dr. Brazee's results have concluded 70% internal decay at the base of the tree. With these results and the strong lean towards the O'Reilly's home, the Department is in favor of removal.



Submit in Duplicate

Town of Falmouth

Application for Hearing & Removal of Town Shade Tree

To: Falmouth Board of Selectmen

(To be filled out by applicant)

Name of Applicant (Owner):

Street Address:

Section of Town:

Telephone Number:

Reason for Tree Removal Request:

Legal Advertising Fee to be paid by applicant: \$25.00

Signature of Applicant:

(To be filled out by DPW Tree Warden)

Variety of Tree  Condition of Tree

Approximate Height  Diameter of Tree

Can Tree be Removed  Estimated Cost/Moving

Estimated Cost/Removing

Recommendation of DPW Tree Warden

Action Taken by Board of Selectmen

<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

Board of Selectmen

Date of Posting of Tree

Date of Legal Advertising in Newspaper

Date of Removal of Tree



# *Town of Falmouth*

## *Department of Public Works*

### Parks & Forestry Division

416 Gifford Street  
Falmouth, MA 02350

Telephone: (508) 457-2543  
Fax: (508) 548-1537

Jeremiah Pearson  
Parks Superintendent

## **The Tree Wardens opinion for the removal of 1 Sweet gum located at 475 Main St.**

This tree received extensive damage from the October 17<sup>th</sup> storm in which a large branch had torn off the center portion of the crown. With the loss of such a large structural limb this tree is left exposed to future failures and possible liabilities. Pruning the damage out of this tree would leave it off balance and could contribute to further damage. It is the Parks Departments opinion that the tree be removed and replanted with a suitable species.



12/2/19

Jack Carey of the ABCC called asking that the 99 Restaurant application for a Change of Officers/Directors/LLC Managers and a Change of Ownership Interest be advertised (as the "Change of Ownership Interest" transaction type requires an advertisement), and that the Board of Selectmen re-sign the Licensing Authority Certification form.

Thank you.



# TOWN OF FALMOUTH

Office of the Town Manager & Selectmen

59 Town Hall Square, Falmouth, Massachusetts 02540  
Telephone (508) 495-7320  
Fax (508) 457-2573

## LIQUOR LICENSE HEARING

Notice is hereby given under Chapter 138 of the General Laws, as amended, that 99 Restaurants of Boston, LLC has applied for a Change of Officers/Directors/LLC Managers and a Change of Ownership Interest of its All Alcoholic Common Victualler License located at 30 Davis Straits, Falmouth.

A hearing will be held in the Selectmen's Meeting Room, Falmouth Town Hall, on Monday, December 16, 2019 at 7:30 p.m. on the above application.

### LICENSING BOARD

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

*Publication date: Friday, December 6, 2019, Falmouth Enterprise  
Account #: 2056*

### **LIQUOR LICENSE HEARING**

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A hearing will be held in the Selectmen's Meeting Room, Falmouth Town Hall, on Monday, December 16, 2019 at 7:30 p.m. on the above application.

#### **LICENSING BOARD**

Megan E. English Braga, Chairman

Douglas C. Brown

Douglas H. Jones

Susan L. Moran

Samuel H. Patterson

December 6, 2019



The Commonwealth of Massachusetts  
Alcoholic Beverages Control Commission

For Reconsideration

LICENSING AUTHORITY CERTIFICATION

Falmouth

City/Town

00115-RS-0390

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

Type  
(i.e. restaurant, package store)

Class  
(Annual or Seasonal)

Category  
(i.e. Wines and Malts / All Alcohol)

Granted under Special Legislation? Yes  No   
 If Yes, Chapter   
 of the Acts of (year)

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 Officers, Stock or Ownership Interest**

- Change of Officers/ Directors/LLC Managers**     **Change of Stock Interest**
- DOR Certificate of Good Standing
  - DUA Certificate of Compliance
  - Change of Officer/Directors Application
  - CORI Authorization
  - Vote of the Entity
  - 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
- (e.g. New Stockholders or Transfer or Issuance of Stock)
- DOR Certificate of Good Standing
  - DUA Certificate of Compliance
  - Change of Stock Application
  - CORI Authorization
  - Financial Statement
  - Vote of the Entity
  - Purchase & Sale Agreement
  - Supporting Financial Records
  - Advertisement (New Stockholder Only)\*
  - 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 Ownership Interest**
- (e.g. LLC Members, LLP Partners, Trustees etc.)
- DOR Certificate of Good Standing
  - DUA Certificate of Compliance
  - Change of Stock Application
  - CORI Authorization
  - Financial Statement
  - Vote of the Entity
  - Purchase & Sale Agreement
  - Supporting Financial Records
  - Advertisement (New Stockholder Only)\*
  - 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
- Non-Profit Club Change of Officers/ Directors**
- DOR Certificate of Good Standing
  - DUA Certificate of Compliance
  - Change of Officer/Directors Application
  - Vote of the club signed by an approved officer
  - Business Structure Documents -**Articles of Organization** from the Secretary of the Commonwealth
- Management Agreement**
- DOR Certificate of Good Standing
  - DUA Certificate of Compliance
  - Management Agreement
  - Vote of Entity

*\*If abutter notification and advertisement is required for transaction, please see the local licensing authority.*

<b>1. BUSINESS ENTITY INFORMATION</b>			
Entity Name	Municipality	ABCC License Number	
99 Restaurants of Boston, LLC	Falmouth	00115-RS-0390	
Please provide a narrative overview of the transaction(s) being applied for. Attach additional pages, if necessary.			
Kurt Schnaubelt is now the CFO and an LLC manager of the licensed entity, and W. Craig Barber is the CEO and an LLC manager, of the licensed entity. Brent Bickett, Timothy Janszen and Greg Hayes have been removed as LLC Managers. There are also changes to the upper-tier ownership structure. See additional page and Exhibit A for further information on the changes.			
<b>APPLICATION CONTACT</b>			
The application contact is the person who should be contacted with any questions regarding this application.			
Name	Title	Email	Phone
Joseph H. Devlin	Attorney	jdevlin@devlinlawoffices.com	617-514-2828



*Commonwealth of Massachusetts  
Department of the State Treasurer  
Alcoholic Beverages Control Commission  
239 Causeway Street  
Boston, MA 02114  
Telephone 617-727-3040  
Facsimile: 617-727-1510*

Jean M. Lorizio, Esq.  
Chairman

October 11, 2019

LOCAL BOARDS

Andover; Auburn; Barnstable; Billerica; Boston; Braintree; Bridgewater; Chicopee; Concord; Easton; Fairhaven; Falmouth; Foxboro; Framingham; Franklin; Greenfield; Haverhill; Hingham; Holyoke; Lowell; Lynnfield; Marlborough; North Andover; North Dartmouth; Pembroke; Pittsfield; Plymouth; Quincy; Rockland; Somerville; Springfield; Stoneham; Tewksbury; West Springfield; Westfield; Westford; Wilmington; Woburn; and Worcester.

The Alcoholic Beverages Control Commission ("Commission") has received an application from 99 Restaurant of Boston LLC for a Change of Officers/Directors and Change of Ownership Interest in the above-noted cities and towns. Relative to the Officer Change, Kurt Schnaubelt is being named an LLC manager and the Chief Executive Officer of the Licensed Entities. Brent Brent Bickett, Timothy Janszen and Greg Hayes are being removed as LLC Managers. Relative to the Change in Ownership Interest, there has been a transfer of stock at an upper-tier level that has resulted in a publicly traded company owning 88.5%, and a redistribution of the remaining ownership percentages among the other previously approved ownership entities, as detailed in a structure chart contained in the application.

Due to the magnitude of these transactions, the Commission has received the information and documents provided by the licensee. The review was to determine whether the contemplated transaction is consistent with the provisions of M.G.L. c. 138. Based upon our review, we are satisfied that the transaction is consistent with the purposes of the law and would not result in the individual corporate licenses being deemed to be out of compliance with the applicable statute. Accordingly, this letter sets forth our recommended procedure for the processing of these applications.

Arrangements have been made for the Corporation to pay all of the \$200 application fees directly to the Commission. Therefore, no fee needs to be collected by the Local Board(s).

The Commission has reviewed and accepted copies of the following documents and instruments:

- 1) Change of Officers/Directors and Change of Ownership Interest

- 2) CORI Request Form
- 3) Vote of the Board of Directors
- 4) Certificate of change of the LLC

Where there will be no change of existing managers, the Commission will not require that a Manager Form be completed, nor will the Commission require background information on the managers as such information should already be on file.

The applicant will contact you directly for processing the application. Please forward to the Commission the Local Licensing Authority Record. The Commission will require no other forms, documents or information in connection with these applications.

Should you or your town counsel/city solicitor have any questions or require information or assistance, please contact Investigator Jack Carey at (617) 727-3040, extension 736.

Sincerely,



Ralph Sacramone  
Executive Director

cc: Ted Mahony, Chief Investigator  
Ryan Melville, Licensing Coordinator  
Joseph H. Devlin, Esq.



# DEVLIN LAW

SERVING MASSACHUSETTS & NEW HAMPSHIRE

PH: 617-514-2828  
Fax: 617-514-2825

jdevlin@devlinlawoffices.com  
mcbot@devlinlawoffices.com  
www.devlinlawoffices.com



September 19, 2019

ATTN: License Administrator  
Falmouth Town Hall  
59 Town Hall Square  
Falmouth, MA 02540

RE: Change of Officer and Change of Beneficial Interest application for an Annual Restaurant All Alcoholic Beverages License of 99 Restaurants of Boston, LLC or 99 West, LLC d/b/a 99 Restaurant & Pub

Dear License Administrator:

I am writing on behalf of 99 Restaurants of Boston, LLC and 99 West, LLC (collectively the "Licensee"), one or both of which are licensed entities in your community owned by the same corporate structure.

Per the letter you received from the Massachusetts Alcoholic Beverages Commission (the "ABCC"), a copy of which is also enclosed the "Licensee" has been granted preliminary approval for a Change of Officer and Change of Beneficial Interest relative to all 65 of their Massachusetts locations using the "inverted approval process".

Relative to the Officer Change, Kurt Schnaubelt is being named an LLC manager and the Chief Financial Officer, and W. Craig Barber is being named an LLC manager and the Chief Executive Officer of the Licensed Entities. Brent Bickett, Timothy Janszen and Greg Hayes are being removed as LLC Managers.

Relative to the Change in Beneficial Interest, as a result of a reorganization, Fidelity National Financial Ventures, LLC ("FNV"), a publicly traded company which owned 55% of the 99 Restaurants, created a new publicly traded company with the exact same stockholders, Cannae Holdings, Inc. ("CNNE"), and transferred all of its ownership in the 99 Restaurants to CNNE. The other previously approved stockholders also transferred a share of their stock to the new publicly traded company, so that CNNE now owns 88.5% of the 99 Restaurants, and the remaining owners hold a smaller ownership percentage, all as shown in the structure chart included in the application.

**MAILING ADDRESS:**

Devlin Law Offices, PLLC  
171 High Street  
Newburyport, MA 01950

Clients/99-Cannae restructure/Letter municipalities

112 Water St., Ste 201  
Boston, MA 02109

Due to the size of the transaction, the ABCC has reviewed and investigated the applications and found that the transaction is in compliance with M.G.L. Chapter 138. Per the letter sent by the ABCC, you will not be required to send back any other forms, documents or information in connection with the application other than the LLA Form. **If you have any questions, you can call Investigator Jack Carey at 617-727-3065, ext. 736.**

Enclosed please find the following documents relative to the transaction for your records:

100. Letter from Ralph Sacramone, Executive Director of the Alcohol Beverage Control Commission (the "ABCC").
101. Monetary Transmittal Form.
102. Retail alcoholic beverages application – change of beneficial interest.
103. Proof of US Citizenship for new officers.
104. CORI Request Forms for new officers.
105. Certificate of Authorization.
106. Exhibits.
107. Sales agreements for the two transactions.
108. Source of funds.

We would appreciate you putting this on your next available meeting schedule. We will call shortly hereafter to follow-up and see if you need us to attend the meeting, though we are anticipating from past experiences that many communities will not require it.

We look forward to speaking and working with you again. If you should have any questions with regards to this application, please feel free to call Mariel Cabot at extension 102.

Very truly yours,

Joseph H. Devlin

JHD/mrc  
Enclosures

## Town Committee Vacancies

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

Committee	Term Until	Deadline
Affordable Housing Committee (2 positions)	6/30/21, 6/30/22	
Beach Committee (1 position)	6/30/20	
Bicycle and Pedestrian Committee (1 position)	6/30/22	
Board of Assessors (1 position)	6/30/21	
Board of Survey (2 positions)	6/30/21	
Cable Advisory Committee (1 position)	6/30/20	
Citizens Advisory Committee – Future Fire Station(s) (9 positions)	TBD	12/17/19
Coastal Pond Management Committee (3 at-large positions)	6/30/22	
Commission on Disabilities (3 positions)	6/30/20	
Commission on Substance Use (1 position)	6/30/20	
Conservation Commission (1 alternate position)	6/30/22	
Council on Aging (1 position)	6/30/22	
Cultural Council (2 positions)	6/30/22	
Energy Committee (2 positions)	6/30/20	
Golf Advisory Committee (1 position)	6/30/22	
Historical Commission (1 alternate position)	6/30/21	
Human Services Committee (3 positions)	6/30/21, 6/30/22	
Sign Review Committee (4 full positions, 2 alternate positions)	6/30/20, 21 & 22	
Steamship Authority Working Group (2 positions)	TBD	12/6/19
Transportation Management Committee (4 at-large positions)	6/30/20, 21 & 22	11/27/19

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**

<b>COMMITTEE</b>	<b>OPEN</b>	<b>APPLICANTS</b>	<b>TERM LIMIT - NAME</b>	<b>RESIGNED - NAME</b>	<b>TERM UNTIL</b>	<b>NOTES</b>
<b>Affordable Housing Committee</b>	2	<b>Onjalé Scott Price</b>		Joseph Lemay Holly Wilson	6/30/2022 6/30/2021	
<b>Beach Committee</b>	1			Charles LoGiudice	6/30/2020	
<b>Bicycle and Pedestrian Committee</b>	1			Clifford Harris	6/30/2022	
<b>Board of Assessors</b>	1			Michael J. Sullivan	6/30/2021	
<b>Board of Survey</b>	2		Michael McGrath Michael Duffany		6/30/2021 6/30/2021	
<b>Cable Advisory Committee</b>	1			Michael Finegold	6/30/2020	
<b>Citizens Advisory Committee Fire Station</b>	9	<b>Patricia Johnson</b> <b>Marc Finneran?</b>			TBD	
<b>Coastal Pond Management Committee</b>	6	<b>Elizabeth Klein</b>		George Hampson, John Ross, Stephen Patton	6/30/2022 6/30/2020 6/30/2020 6/30/2020	3 At Large 1 Con. Com. 1 Planning Board 1 Waterways Committee
<b>Commission on Disabilities</b>	3			Robert Mascali Jeanne Stack Kathleen Haynes	6/30/2020 6/30/2020 6/30/2020	
<b>Commission on Substance Use</b>	1			Donna Mello	6/30/2020	
<b>Conservation Commission</b>	1			Susan Warren	6/30/2022	Alternate position
<b>Council on Aging</b>	1		Patricia Mello		6/30/2022	
<b>Cultural Council</b>	2	<b>Marilyn Rowland</b> <b>Alicia Buccino</b>	Olivann Hobbie	Ian Goldsborough	6/30/2022	
<b>Energy Committee</b>	2			Paul Raymer Robert Boettger	6/30/2020 6/30/2020	
<b>Golf Advisory Committee</b>	1		Margaret Ekholm		6/30/2022	At Large
<b>Historical Commission</b>	1			Mason Wilcox	6/30/2021	Alternate position
<b>Human Services Committee</b>	3	<b>Deb Berglin</b>		Elaine Sinni Holly Wilson Ann Beth Ostroff	6/30/2022 6/30/2021 6/30/2022	
<b>Sign Review Committee</b>	6	<b>Sallie Riggs</b>		Thomas Pender Susan McCabe Meredith Hunnibell Sarah Burgett Howard Dunn Robert Cabral	6/30/2022 6/30/2020 6/30/2021 6/30/2022 6/30/2020 6/30/2020	Full position Full position Full position Full position Alternate position Alternate position
<b>Steamship Authority Working Group</b>	2	<b>Nat Trumbull</b>			TBD	
<b>Transportation Management Committee</b>	7	<b>Ed Dewitt</b> <b>John Keenan</b> <b>Alison Leschen</b> <b>Ralph Herbst</b> <b>Jane Perry</b> <b>Paul Dreyer</b> TBD TBD			6/30/2020, 2021, 2022	4 At-Large    1 Planning Board 1 Bikeways Committee 1 Historical Commission

Transportation Management Committee (7 members)

**4 At-Large positions** (with staggered terms: 6/30/20, 6/30/21 and 6/30/22)

5 applicants:

- Edward DeWitt
- John Keenan
- Alison Leschen
- Ralph Herbst
- Jane Perry

---

**1 Planning Board** designee

- Paul Dreyer

---

**1 Bicycle and Pedestrian Committee** designee

- TBA

---

**1 Historical Commission** designee

- TBA

Town of Falmouth  
Transportation Management Committee

The Falmouth Board of Selectmen is seeking four (4) at-large candidates for the Transportation Management Committee.

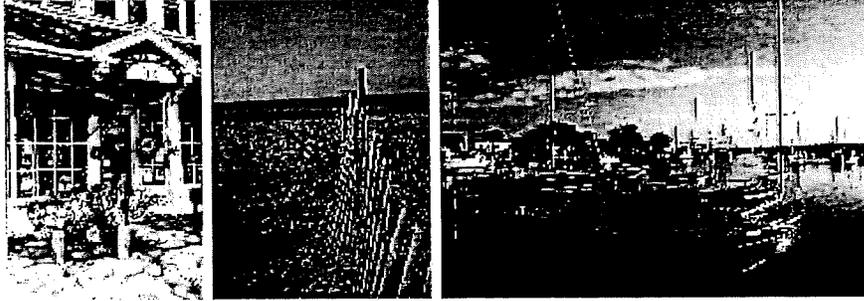
The Transportation Management Committee is comprised of 7 members of which 4 are at-large members, 1 Planning Board designee, 1 Bikeways Committee designee and 1 Historical Commission designee.

Applications are available in the Office of the Board of Selectmen, 59 Town Hall Square and on the Board of Selectmen's page on the Town website at [www.falmouthmass.us](http://www.falmouthmass.us).

Applications must be received by 4:30 p.m. on Wednesday, November 27, 2019, in the Office of the Board of Selectmen.

On Request of Chairman  
Megan English Braga

*Publication Date: Friday, October 25, 2019*



Town of Falmouth » Departments » Transportation Management Commission » Mission Statement (TMC)

#### Links

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- » Town Code
- » Almanac
- » Photos
- » FalmouthCam
- » What's New?
- » Site Map



## Mission Statement (TMC)

### Transportation Management Commission (TMC)

#### MISSION STATEMENT

The Transportation Management Commission (TMC) is authorized by the Board of Selectmen and includes in its mission statement:

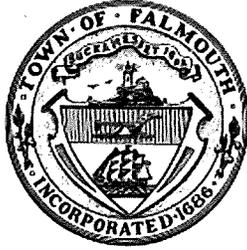
- Preparation, promotion, and implementation of the transportation element of the Local Comprehensive Plan; (LCP);
- To identify problems, propose solutions and develop opportunities related to transportation affecting the town of Falmouth that will be referred as recommended actions to the Board of Selectmen and the Town Administrator and to promote implementation of recommended actions as Directed by the Board of Selectmen;
- To coordinate the actions of the various Town Boards, Committees and Departments that are concerned with transportation;
- To keep the Board of Selectmen and the Town Administrator informed on transportation policies of the State and Federal government;
- To foster communication among Falmouth, its three (3) bordering towns (Sandwich, Bourne and Mashpee), and the Islands (Martha's Vineyard and Nantucket) concerning Transportation Elements of the LCP and/or transportation planning;
- Membership in the TMC shall consist of seven (7) voting members drawn from the following agencies of the Town; one(1) appointed by the Planning Board, one(1) appointed by the Historical Commission, one(1) appointed by the Bikeways Committee and four(4) appointed as "At-Large Members" by the Board of Selectmen attempting to achieve a good geographical distribution of members. Furthermore, the Board of Selectmen may appoint any number of non-voting members they deem appropriate to achieve breadth of technical expertise and public representation.

Finally, this MISSION STATEMENT may be amended, altered and/or changed as deemed necessary to future conditions by unanimous vote of the members of the TMC, and with concurrence from the Board of Selectmen.

10/2003 - jjf

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Town Hall: 59 Town Hall Square, Falmouth, MA 02540. Ph 508-548-7611  
View **Site Statistics** as of 08/21/07 03:00pm.  
Web site maintained by **Information Technology** department.  
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Page last updated: *Wednesday, October 18, 2006.*



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: Edward J. DeWitt

Address: 116 Pin Oak Way Village: Falmouth ZIP: 02540

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

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident 31 yrs (date: 1988) / Taxpayer same (date: \_\_\_\_\_)

Amount of time you are available to give: retiree

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

1. Transportation Management Commission
2. \_\_\_\_\_
3. \_\_\_\_\_

Seeking: Permanent Position  Alternate Position

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

Relevant affiliation and work and personal experiences Falmouth Rep SSA,  
Certified professional airport manager, retired Coast Guard  
officer, practiced admiralty and aviation law.

Town offices held in Falmouth or elsewhere and dates of years served: Town Meeting Rep  
Precinct 1, 1997-2003; Falmouth H.S. Council 1995-1998  
Associate Town Counsel (contract) 1995-2008

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

Rounded career in transportation and law - maritime, aviation  
pavement management, and environment. Experience in  
town government.

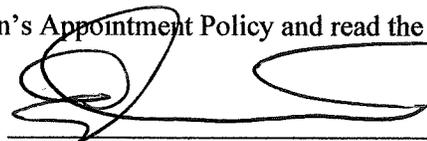
List three (3) references:

	<u>Name</u>	<u>Title</u>	<u>Phone</u>
1.	Frank Duffy	Town Counsel	508-548-8800
2.	Tom Cahir	Cape Cod RTA	508-775-8504
3.	Dan Wolf	Cape Air	508-790-3122

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.

11/4/2019  
DATE

  
\_\_\_\_\_  
APPLICANT'S SIGNATURE

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

116 Pin Oak Way  
Falmouth, Massachusetts 02540

November 4, 2019

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



**RE: VACANCY TRANSPORTATION MANAGEMENT COMMISSION**

Dear Selectmen and Selectwomen:

Thank you for refocusing attention on the important task of transportation planning and management for the town. Falmouth has both a unique set of transportation resources and challenges. I would love to participate and ask you to consider me for appointment to the Transportation Management Commission.

All too often the region has fallen into the trap of "we have always done it way." Some of you may recall my testimony last year before the Board questioning the Steamship Authority's total reliance on roll on/roll off technology for moving freight. While I hardly have all the answers, I think you can rely on me to ask appropriate questions and suggest alternative approaches when appropriate.

Thank you for your consideration. A town application and resume are attached for your consideration.

Very truly yours,

Edward J. DeWitt

encl.

Edward J. DeWitt  
116 Pin Oak Way  
Falmouth, Massachusetts 02540

## EDUCATION

**Juris Doctorate with Honor (1995)**, University of Connecticut School of Law  
Honors and Awards: Little Brown Award for Excellence in the Study of Evidence

**Bachelor of Arts**, Northeastern University, Boston, Massachusetts Major in Psychology

## EMPLOYMENT EXPERIENCE

**OFFICE OF EDWARD J. DEWITT**  
1995 – 2008 and 2017- 2019

FALMOUTH, MASSACHUSETTS

Private practice attorney focusing on administrative, environmental, land use, maritime and transportation law. *Assistant Town Counsel* (contract ended 2008) for the Town of Falmouth, Massachusetts. Provided legal services to municipal corporation emphasizing regulatory compliance including ADA, special education law, administrative law, procurement, contracting and litigation in the environmental, employment, municipal permitting, and transportation law arenas. Principal drafter of laws, legislation, bylaws, ordinances and regulations. Practiced before all federal and state judicial and administrative law agencies. Reviewed municipal contracts and resolved municipal contract disputes. Oversaw various public/private economic projects including leasing/licensing public real estate by not for profit and for profit corporations. *Hearings Officer Commonwealth of Massachusetts* (contract ended July 1, 2004) - Conducted administrative hearings on behalf of the Commonwealth of Massachusetts. Wrote opinions in the area of labor law and labor compliance including reasonable accommodation review.

**ASSOCIATION TO PRESERVE CAPE COD (APCC).** DENNIS, MASSACHUSETTS  
2011 – April 2017

*Executive Director & Chief Legal Officer* - Founded in 1968, the Association to Preserve Cape Cod (APCC) is the leading and largest environmental advocacy and educational organization on Cape Cod. Its mission is to advance laws, policies and programs that foster the preservation of the natural resources of the entire Cape Cod peninsula. As executive director I procured and developed the initial campus and permanent home of the organization. The location of the campus required compliance with the Old Kings Highway Historic District regulations. In less than five years, acquired, and developed an accessible campus that embraced and enhanced the historic legacy of the property.

Worked with various agencies and regulatory authorities to build a model of accessible architecture. Campus was also consistent with APCC's goals of preservation of open space, protection of water resources, promotion of managed growth and achievement of an environmental ethic. APCC's leadership has played an integral role in Cape Cod's major environmental achievements over the past four decades by working to establish successful partnerships and collaborations that bring together diverse interests for a common cause. The executive director is the public face of the organization and frequently involved in public speaking and public advocacy. Coordinated the Cape Cod Business Roundtable.

**NEW BEDFORD REGIONAL AIRPORT**  
2008 - 2010

NEW BEDFORD, MASSACHUSETTS

*Airport Manager* – Chief executive and administrative officer for FAA designated primary commercial service airport (non hub). Ensured compliance with all FAA and TSA rules and regulations. Primary responsibility for economic growth and development of the airport and all of its properties. Oversaw the successful environmental permitting of a large-scale airport development plan that had been stalled for over a decade. Coordinated the institution of the Bridgewater State University aviation program at the airport including the conversion of an abandoned airport structure into accessible classroom and office spaces. Certified (CM) American Association Airport Executives.

**UNITED STATES COAST GUARD, COMMISSIONED OFFICER - AVIATOR**  
Retired 1995

*Coast Guard Aviator, Chief of Operations for*– Group/Air Station Cape May, New Jersey – Operational leadership for 4 helicopters, 6 Coast Guard Stations, 3 Search and Rescue Detachments, 3 Coast Guard Cutters, and an Aids to Navigation Team serving the needs of a 3-state area. Oversaw maritime pollution response for Delaware Bay and coastal New Jersey and Delaware. *Search and Rescue Aviator* – Instructor Pilot – Aircraft Commander. Brooklyn, NY, San Francisco, CA, Mobile, AL, and Cape Cod. *Special Investigations officer* – Oversaw investigations covering a wide range of issues including drug smuggling, loss of life at sea, reasonable accommodations, sexual misconduct, and maritime accidents. Administrator (healthcare) Coast Guard Academy.

**Community Service**

Board member Falmouth Historical Society; Pro bono attorney Association to Preserve Cape Cod, Neighborhood Falmouth (an organization that supports elderly remaining in their established homes), Falmouth School Foundation (provides private funding to support school enrichment programs); Board of Governors, Woods Hole, Martha's Vineyard and Nantucket Steamship Authority; Member Falmouth High School, School Council.

**Diane Davidson**

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**From:** Diane Davidson  
**Sent:** Wednesday, December 11, 2019 4:52 PM  
**To:** [REDACTED]  
**Subject:** Invitation to Interview for Transportation Management Committee

Dear Ed,

We have received your application expressing interest in serving as a member of the Transportation Management Committee. The Board of Selectmen invites you to appear for an interview on Monday, December 16, 2019 at 7:45 p.m. in the Selectmen's Meeting Room, Falmouth Town Hall.

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  
[diane.davidson@falmouthma.gov](mailto:diane.davidson@falmouthma.gov)  
(508) 495-7321*

**Diane Davidson**

---

**From:** EDWARD DEWITT [REDACTED]  
**Sent:** Wednesday, December 11, 2019 6:22 PM  
**To:** Diane Davidson  
**Subject:** Re: Invitation to Interview for Transportation Management Committee

Diane,

Thank you. I am available for the interview session.

Ed DeWitt

Sent from my iPhone

On Dec 11, 2019, at 4:51 PM, Diane Davidson <diane.davidson@falmouthma.gov> wrote:

Dear Ed,

We have received your application expressing interest in serving as a member of the Transportation Management Committee. The Board of Selectmen invites you to appear for an interview on Monday, December 16, 2019 at 7:45 p.m. in the Selectmen's Meeting Room, Falmouth Town Hall.

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  
[diane.davidson@falmouthma.gov](mailto:diane.davidson@falmouthma.gov)  
(508) 495-7321*



TOWN OF FALMOUTH

BOARD, COMMITTEE OR COMMISSION  
APPLICATION FORM

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Name: JOHN J. KEENON, R.A.

Address: 89 RYDER RD. Village: N. FAL. ZIP: 02556

Mailing Address: P.O. BOX 289 Village: N. FAL. ZIP: 02556

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident  (date: 25 JUNE, 1975) / Taxpayer  (date: SAME)

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

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

1. TRANSPORTATION MANAGEMENT COMMISSION
2. ST. LOURDE MEMBER
3. \_\_\_\_\_

Seeking: Permanent Position  Alternate Position   
OWNER, PRESIDENT

Relevant affiliation & work & personal experiences KEENON + KENNY ARCHITECTS, LTD.  
I HAVE BEEN A REGISTERED ARCHITECT LICENSED IN MASSACHUSETTS SINCE 1976. (SEE BELOW)

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

DURING THIS TIME I HAVE OPERATED MY OWN CORPORATION WITH A PARTNER SINCE

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

1982. THE FIRM HAS BEEN LOCATED AT 189 MAIN ST., FALMOUTH SINCE 1995.

I HAVE BEEN INVOLVED IN AND PROVIDED PROFESSIONAL SERVICES FOR MANY MUNICIPAL

# PROJECTS ON THE CAPE AND ISLANDS INCLUDING:

## A. ADDITIONS, RENOVATIONS AND NEW BUILDINGS FOR THE TOWN OF FALMOUTH

- ON:
  - Town Hall
  - REC CTR
  - SCHOOL ADMIN BLD'G
  - ALL SCHOOLS IN PALMOUTH
  - MUSIC PAVILION

## B. PUBLIC AGENCIES / PRIVATE CORPORATIONS:

- MASS MARITIME ACADEMY
- WOODS HOLE, MARTHA'S VINEYARD AND NANTUCKET STEAMSHIP AUTHORITY - ALL LOCATIONS  
PRIME CONSULTANT FOR WYOMING TERMINAL
- WHOI & MBL
- MASS DEPT. OF TRANSPORTATION  
SODDAMORE ROTARY / FLYOVER AND CHAMBER BLD'G

## C. TOWNS OF BORNSTABLE, BOURNE, EDSTAM, DONOVICH, WELLFLEET, OAK BLUFFS, WEST TISBURY, EDGERTOWN, TISBURY

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I BELIEVE MY EXPERIENCE ON OVER 100 PROJECTS, WHICH ALL HAVE INVOLVED SOME FORM OF TRAFFIC PLANNING AND MITIGATION, CAN LEND ITSELF TO MY DESIRE TO ASSIST THE TOWN ACHIEVE A BETTER, IMPROVED QUALITY OF LIFE.

3  
↓

Three (3) References: (LETTERS OF REFERENCE ATTACHED)  
Name Title Phone

1. DORIS CHRISTIANI, CFO, LAWRENCE HYCH CORP. [REDACTED]

2. ROBERT L. WHITENOUR, JR., TOWN ADMINISTRATOR, OAK BLUFFS, MA [REDACTED]

3. JACQUELINE BEEBE, CPO & TOWN ADMINISTRATOR, EASTHAM, MA [REDACTED]

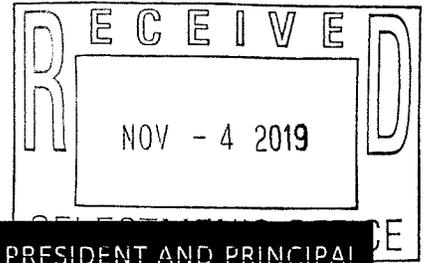
I hereby certify that I have been provided a summary of Massachusetts General Law 268A, the Conflict of Interest of Law, I have read the material provided, and to the best of my understanding have no potential or actual conflict of interest.

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

28 October, 2019  
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.



**JOHN J. KEENAN, R.A.**

**FIRM PRESIDENT AND PRINCIPAL**

**SUMMARY:**

Prior to establishing his own firm in 1982 with Antonia A. Kenny, Mr. Keenan's professional experiences involved work as a Design Architect and Project Architect on a variety of projects with specialization in the public sector and community facilities. As President of Keenan + Kenny Architects, Ltd., Mr. Keenan has participated in the development and completion of over 150 projects of a variety of types, sizes, and costs. His duties include all aspects of the architect's profession and business.

**EDUCATION:**

The Catholic University of America  
Bachelor of Architecture, 1971

**PROFESSIONAL REGISTRATION:**

Massachusetts No. 4148



**John J. Keenan**

189 Main Street  
Falmouth, MA 02540  
508•540•0075 TEL [REDACTED]  
office@kandkarchitects.com www.kandkarchitects.com



KEENAN + KENNY ARCHITECTS, LTD.

## FIRM PROFILE

Keenan + Kenny Architects, Ltd. was founded by John J. Keenan and Antonia A. Kenny in 1982 in Cataumet, Massachusetts on Cape Cod. In an effort to be closer to our primary client base, the offices were relocated to Main Street in Falmouth, Massachusetts, where K+K has been a fixture for almost 25 years.

Keenan + Kenny Architects responds to a need for a small, well qualified, architectural firm in the area, and provides high quality, professional and personal services. We are committed to the combined goals of design excellence, environmental sensitivity, and construction efficiency – a combination which has given our firm a stellar reputation for projects of all sizes and complexities. Keenan + Kenny Architects specializes in public sector facilities, with over seventy-five projects completed for many municipalities on Cape Cod, Martha's Vineyard, and agencies of the Commonwealth of Massachusetts. Our staff provides all managerial, design, drafting, construction administration support, and all other aspects required by an active architectural firm. We also manage the multi-disciplined team of engineers, landscape architects, and estimators specifically chosen for their longstanding assistance and experience with Keenan + Kenny and our municipal projects.

As many of our previous clients know, Keenan + Kenny Architects provides exceptional project management, distinguished award-winning design ability, and exacting construction and bid documents. The firm manages all its projects with the continuous personal involvement of its principles; John J. Keenan, Antonia A. Kenny, and Jerry Thiboutot, who are active in all phases of architectural services.



September 16, 2019

To Whom it May Concern,

Keenan + Kenny Architects have been working with Lawrence-Lynch Corp. since 1990 and have completed two additions, several renovations and one new storage building for the Corporation over the last thirty years.

All of the construction has been done while the building remained occupied and K+K have been exceptionally sensitive to the requirements of maintaining our business while phasing construction to accommodate the contractors. They have spent considerable time ensuring that our needs are met and are available for consultation without hesitation.

We have been exceptionally pleased with the recent upgrades to our facility and appreciate the care and detail Keenan + Kenny have shown to bring it to completion. I would highly recommend the firm of Keenan + Kenny Architects to any business or public entity seeking to renovate an existing or construct a new building.

  
\_\_\_\_\_  
Doris Christiani, CFO  
LAWRENCE-LYNCH CORP.



# TOWN OF OAK BLUFFS

Post Office Box 1327 • Oak Bluffs, MA 02557  
Telephone 508-693-3554 • Fax 508-696-7736

## Board of Selectmen

Kathleen A. Burton, *Chairman*  
Gail M. Barmakian  
Gregory A. Coogan  
Brian C. Packish  
Michael J. Santoro

May 1, 2018

TO: Whom it May Concern  
FROM: Robert L. Whritenour, Jr., Town Administrator  
RE: Keenan and Kenney Architects

Robert L. Whritenour, Jr.  
*Town Administrator*

Keenan + Kenny Architects have been working with the Town of Oak Bluffs since 2013 when the Town initially reviewed their capital requirement for a new Fire/EMS Station and a New Town Hall. Keenan + Kenny provided initial space needs programming studies and designs for both, and subsequently, Town Meeting approved the New Fire/EMS Station which was designed and then constructed in 2015, with the Oak Bluffs Fire Department moving in early in 2016.

The O.B. Fire/EMS Station is a working example of practical and technical Fire Fighting/EMS state of the art requirements, with two drive-through Ambulance bays and four drive-through Fire/Rescue bays. The administration wing has a large Training Room, an Emergency Operations Room, a Meeting Room with Kitchen Facilities, Locker and Dorm rooms, and Administrative offices. The Fire Department has been exceptionally pleased with their new facility and appreciate the care and detail Keenan + Kenny have shown to bring it to occupancy.

With the success of the O.B. Fire/EMS Station, Town Meeting and voters at our Annual Town election have now approved the New Town Hall which K+K has designed, and which is currently out to bid. Our community was extremely impressed not only the technical abilities of the firm to present highly technical designs meeting all the Town's needs, but also with their sensitivity in using historically themed architectural cues to best fit the buildings within our historical community in a very pleasing way. They have additionally worked extremely well with a very diverse and demanding group of clients in a professional and collaborative way that created consensus and helped us all move forward as a team. I have been very impressed with their work, and the fine results speak for themselves.

I would highly recommend the firm of Keenan + Kenny Architects to any municipality seeking to construct a new Fire/EMS Station or other municipal building.

Please feel free to contact me at any time if you should wish to discuss the details of these projects.

J. Keenan  
 ATTORNEY  
 COMMITTEE APPLICATION  
 4 NOV.

**PROJECT LIST**  
**Municipal and Private Commercial Projects**

<b>PROJECT (* denotes renovation)</b>	<b>YEARS</b>	<b>PROJECT COST</b>
<b>*Town of Eastham</b> Police Station Reroofing & Interior Renovations Eastham, MA	2019	\$550,000.00 (Est.)
<b>Town of Bourne</b> New Bourne Fire Sub-Station Bourne, MA	2019	\$6,000,000.00
<b>Town of Oak Bluffs</b> <b>New Harbormaster Building</b> Oak Bluffs, MA	2019	\$300,000.00
<b>Town of Oak Bluffs</b> <b>New Town Hall</b> Not Constructed Oak Bluffs, MA	2013 – 2019	\$7,400,000.00 (Est.)
<b>Martha's Vineyard Airport Commission</b> <b>New Airport Rescue Fire-Fighting</b> <b>and Snow Removal Equipment Facility</b> Vineyard Haven, MA	2015 – 2017	\$9,400,000.00
<b>*Church of the Messiah, First Church (c.1852)</b> Historic Restoration & Renovation Woods Hole, MA	2015 – 2019	N.A.
<b>Town of Oak Bluffs</b> <b>New Fire/EMS Station</b> Oak Bluffs, MA	2013 – 2015	\$6,450,000.00
<b>Town of West Tisbury</b> <b>New Police Station</b> West Tisbury, MA	2012 – 2014	\$2,200,000.00
<b>*Town of Falmouth</b> <b>Department of Public Works</b> Gus Canty Community Center Reroofing Falmouth, MA	2012	\$100,000.00
<b>*Town of Bourne</b> <b>Public School Administration Building</b> Window Replacement (Historic Building) Bourne, MA	2012	\$90,000.00

<b>*Falmouth Historical Society</b> <b>New Education Center</b> <b>Falmouth Green Historic District</b> 55 Palmer Ave. Falmouth, MA	2012	\$1,200,000.00
<b>*Falmouth Historical Society</b> <b>Conant House Restoration (c.1740)</b> <b>Falmouth Green Historic District</b> 65 Palmer Ave. Falmouth, MA	2011	N.A.
<b>Dartmouth Fire District 2</b> <b>Russells Mills Station</b> New Addition Dartmouth, MA	2010 - 2012	\$1,200,000.00
<b>*Town of Falmouth Public Schools</b> <b>North &amp; East Falmouth Elementary Schools</b> Exterior Renovations - Reroofing Falmouth, MA	2010 - 2011	\$500,000.00
<b>*West Tisbury School</b> Exterior Renovations Window Replacement & Roofs West Tisbury, Martha's Vineyard, Ma	2010 - 2011	\$1,400,000.00
<b>*Old Indian Meeting House (c.1684)</b> Historic Renovations (Historic Building) Mashpee, MA	2010	\$1,000,000.00
<b>New Music Pavilion</b> Falmouth, MA	2008 – 2009	\$400,000.00
<b>*West Tisbury Town Hall (c.1858)</b> Historic Renovation and Addition <b>AWARDED</b> West Tisbury, Martha's Vineyard, MA	2007 – 2008	\$3,400,000.00
<b>*Barnstable Senior Center</b> Lower Level Renovations Hyannis, MA	2006 - 2008	\$700,000.00
<b>Wellfleet Fire &amp; Rescue Services</b> New Station Wellfleet, MA	2008 – 2009	\$5,500,000.00
<b>Cape Cod Canal Region</b> <b>Chamber of Commerce Visitor Center</b> (In association with AECOM Transportation) Sagamore Rotary/Route 3/Route 6	2002 – 2009	\$1,700,000.00

<b>*Town of Falmouth Public School Administration Building (C.1926)</b> Historic Preservation Improvements Teaticket, MA	2006 – 2010	\$1,100,000.00
<b>Pocasset Golf Club (1916)</b> Renovations to the Clubhouse Pocasset, MA	2005 – 2008	\$2,200,000.00
<b>Woods Hole, Martha's Vineyard and Nantucket Steamship Authority</b>		\$5,500,000.00 (aggregate)
- <b>Hyannis Terminal</b> New Passenger Shelter	2010	
- <b>Hyannis Terminal</b> New Terminal Building	1992 – 1997	
<b>Jim Roche Community Ice Arena</b> Additions and Renovations West Roxbury, MA	2005 – 2006	\$3,500,000.00
<b>*Town of Barnstable Old Town Hall (C.1921)</b> Historic Renovations Hyannis, MA	2003 – 2005	\$650,000.00
<b>Woods Hole Oceanographic Institute</b> Quisset Campus Woods Hole, MA -McLean Laboratory Addition	2001 – 2005	\$2,580,000.00 (aggregate)
<b>Town of Wellfleet New Senior Center</b> Wellfleet, MA	2001 – 2003	\$1,200,000.00
<b>*Town of Barnstable Town Office Renovations</b> Hyannis, MA	2000 - 2001	\$500,000.00
<b>Falmouth Town Hall</b> Additions – Combined Projects Falmouth, MA	1999 – 2001	\$1,100,000.00
<b>*Commonwealth of Massachusetts Copeland Building Renovation (c.1930)</b> Massachusetts Maritime Academy <b>AWARDED</b> Buzzard's Bay, MA	1999 – 2002	\$3,450,000.00
<b>Town of Barnstable New Senior Center</b> Hyannis, MA	1997 – 1999	\$1,700,000.00

**Diane Davidson**

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**From:** Diane Davidson  
**Sent:** Wednesday, December 11, 2019 4:54 PM  
**To:** john@kandkarchitects.com  
**Subject:** Invitation to Interview for Transportation Management Committee

Dear John,

We have received your application expressing interest in serving as a member of the Transportation Management Committee. The Board of Selectmen invites you to appear for an interview on Monday, December 16, 2019 at 7:45 p.m. in the Selectmen's Meeting Room, Falmouth Town Hall.

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  
[diane.davidson@falmouthma.gov](mailto:diane.davidson@falmouthma.gov)  
(508) 495-7321*

**Diane Davidson**

---

**From:** John <john@kandkarchitects.com>  
**Sent:** Thursday, December 12, 2019 8:50 AM  
**To:** Diane Davidson  
**Subject:** RE: Invitation to Interview for Transportation Management Committee

Thank you Diane, I would be happy to meet . I will be there at that date and time. John

---

**From:** Diane Davidson [mailto:diane.davidson@falmouthma.gov]  
**Sent:** Wednesday, December 11, 2019 4:54 PM  
**To:** john@kandkarchitects.com  
**Subject:** Invitation to Interview for Transportation Management Committee

Dear John,

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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  
[diane.davidson@falmouthma.gov](mailto:diane.davidson@falmouthma.gov)  
(508) 495-7321*



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

Communication, facilitation, strategic planning, ability  
to turn ideas into action, ability to seek common  
ground among diverse opinions.

List three (3) references:

	Name	Title	Phone
1.	Jessica Whritenauer	Exec Dir. 300 Committee	[REDACTED]
2.	Betsy Gladfelter	Con Com	[REDACTED]
3.	Jim Marshall	(Vice-chair of Pt 28 cte)	[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.

11/4/19  
\_\_\_\_\_  
DATE

  
\_\_\_\_\_  
APPLICANT'S SIGNATURE

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

**Diane Davidson**

---

**From:** Diane Davidson  
**Sent:** Wednesday, December 11, 2019 4:55 PM  
**To:** [REDACTED]  
**Subject:** Invitation to Interview for Transportation Management Committee

Dear Alison,

We have received your application expressing interest in serving as a member of the Transportation Management Committee. The Board of Selectmen invites you to appear for an interview on Monday, December 16, 2019 at 7:45 p.m. in the Selectmen's Meeting Room, Falmouth Town Hall.

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  
[diane.davidson@falmouthma.gov](mailto:diane.davidson@falmouthma.gov)  
(508) 495-7321*

**Diane Davidson**

---

**From:** leschenlindell@gmail.com  
**Sent:** Wednesday, December 11, 2019 6:28 PM  
**To:** Diane Davidson  
**Subject:** Re: Invitation to Interview for Transportation Management Committee

Hi Diane

I will be out of town on that date. Will there be another chance the next week or after Xmas?

Alison

Sent from my iPhone

On Dec 11, 2019, at 4:54 PM, Diane Davidson <[diane.davidson@falmouthma.gov](mailto:diane.davidson@falmouthma.gov)> wrote:

Dear Alison,

We have received your application expressing interest in serving as a member of the Transportation Management Committee. The Board of Selectmen invites you to appear for an interview on Monday, December 16, 2019 at 7:45 p.m. in the Selectmen's Meeting Room, Falmouth Town Hall.

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  
[diane.davidson@falmouthma.gov](mailto:diane.davidson@falmouthma.gov)  
(508) 495-7321*

**Diane Davidson**

---

**From:** Alison and Scott <leschenlindell@gmail.com>  
**Sent:** Thursday, December 12, 2019 10:31 AM  
**To:** Diane Davidson  
**Subject:** Re: Invitation to Interview for Transportation Management Committee

Hi Diane

either date works for me. It would be great if it's early in the agenda - I fade by 9! Thanks  
Alison

On Thu, Dec 12, 2019 at 10:03 AM Diane Davidson <[diane.davidson@falmouthma.gov](mailto:diane.davidson@falmouthma.gov)> wrote:

Hi Alison,

Yes, the Board of Selectmen meet on Monday, January 13. I can schedule your interview on that date. Are you available? The Selectmen will also be meeting on January 6, so that date might also be an option.

Thank you,

Diane

---

**From:** [leschenlindell@gmail.com](mailto:leschenlindell@gmail.com) [mailto:[leschenlindell@gmail.com](mailto:leschenlindell@gmail.com)]  
**Sent:** Wednesday, December 11, 2019 6:28 PM  
**To:** Diane Davidson <[diane.davidson@falmouthma.gov](mailto:diane.davidson@falmouthma.gov)>  
**Subject:** Re: Invitation to Interview for Transportation Management Committee

Hi Diane

I will be out of town on that date. Will there be another chance the next week or after Xmas?

Alison

Sent from my iPhone

On Dec 11, 2019, at 4:54 PM, Diane Davidson <[diane.davidson@falmouthma.gov](mailto:diane.davidson@falmouthma.gov)> wrote:

Dear Alison,

We have received your application expressing interest in serving as a member of the Transportation Management Committee. The Board of Selectmen invites you to appear for an interview on Monday, December 16, 2019 at 7:45 p.m. in the Selectmen's Meeting Room, Falmouth Town Hall.

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*

*[diane.davidson@falmouthma.gov](mailto:diane.davidson@falmouthma.gov)*

*(508) 495-7321*



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: RALPH HERBST

Address: 121 REGIS RD Village: E. FAL ZIP: 02536

Mailing Address: (SAME) Village: \_\_\_\_\_ ZIP: \_\_\_\_\_

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident 30YR (date: \_\_\_\_\_) / Taxpayer 30YR (date: \_\_\_\_\_)

Amount of time you are available to give: SEVERAL HRS/WK

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

1. TRANSPORTATION COMMISSION
2. \_\_\_\_\_
3. \_\_\_\_\_

Seeking:  Permanent Position  Alternate Position

Relevant affiliation & work & personal experiences BS MECH. ENG, MBA BUSINESS  
RETIRED AIR LINE PILOT, VIET NAM VET, PAST PRESIDENT  
OF MY HOA (ASHUMET VALLEY).

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

14 YRS PLANNING BOARD, 10 YRS CPR

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

CHAIRMAN OF BOTH P/B & CPR

Three (3) References:

Name	Title	Phone
1. PAUL DRYER	P/B	2
2. JULIAN SUSEO	TOWN MGR	2
3. BOB VINT	P/B	2

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.

11/19/2019  
DATE

  
APPLICANT'S SIGNATURE

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

NOTE: UNAVAILABLE FOR INTERVIEW UNTIL DEC 2 (VACATION)

**Diane Davidson**

---

**From:** Diane Davidson  
**Sent:** Wednesday, December 11, 2019 4:55 PM  
**To:** [REDACTED]  
**Subject:** Invitation to Interview for Transportation Management Committee

Dear Ralph,

We have received your application expressing interest in serving as a member of the Transportation Management Committee. The Board of Selectmen invites you to appear for an interview on Monday, December 16, 2019 at 7:45 p.m. in the Selectmen's Meeting Room, Falmouth Town Hall.

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  
[diane.davidson@falmouthma.gov](mailto:diane.davidson@falmouthma.gov)  
(508) 495-7321*

**Diane Davidson**

---

**From:** [REDACTED]  
**Sent:** Wednesday, December 11, 2019 7:07 PM  
**To:** Diane Davidson  
**Subject:** RE: Invitation to Interview for Transportation Management Committee

Diane I will be there. Thank you. R

---

**From:** Diane Davidson <diane.davidson@falmouthma.gov>  
**Sent:** Wednesday, December 11, 2019 4:55 PM  
**To:** [REDACTED]  
**Subject:** Invitation to Interview for Transportation Management Committee

Dear Ralph,

We have received your application expressing interest in serving as a member of the Transportation Management Committee. The Board of Selectmen invites you to appear for an interview on Monday, December 16, 2019 at 7:45 p.m. in the Selectmen's Meeting Room, Falmouth Town Hall.

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  
[diane.davidson@falmouthma.gov](mailto:diane.davidson@falmouthma.gov)  
(508) 495-7321*



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: Jane F. Perry

Address: 37 Gallop Dr. Village: Hatchville ZIP: 02534

Mailing Address: Same Village: Same ZIP: Same

Telephone: [Redacted] Email: [Redacted]

How long have you been a Resident 28 (date: 1991) / Taxpayer no (date: )

Amount of time you are available to give: retired (anytime)

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

- 1. Transportation Mgmt Comm.
2.
3.

Seeking: Permanent Position [X] Alternate Position

Relevant affiliation & work & personal experiences I am committed, dedicated,

1) knowledgeable, passionate regarding transportation issues. I have used accessible transportation for 31 yrs.

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

2) SEE ATTACHED #2

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

3) I have attended many CCRTA board meetings not only as Falmouths Rep but a strong advocate for riders using the RTA. I have worked with Mass. D.O.T Region 5 in the process of installing a pedestrian crosswalk

#2

1996-2007 - Falmouth Trans Management Comm. Member

2004-2007 - Vice-Chairman Fal Transportation Mgmt Comm

1998-2016 - Falmouth Town Meeting Member ~~Princt 8~~  
Princt 8

2008-2016 - Falmouth Comm on Disabilities.

2011-2016 - Chairwomen of Fal Comm on Disabilities.

2010-2011 - Vice Chairwomen Comm on Disabilities.

2008-2003 - Falmouth Board of Library Trustees

2007-2008 - Cape Cod Regional Transportation Authority  
Disabled non-voting member

2014-2017 - Falmouth Rep to the Cape Cod Regional  
Transportation Advisory Board member.

2011-2017 - Falmouth Council of Aging

1999-2000 - Falmouth Business & Professional  
Womans Org. President.

#3 Light in Teaticket, and the installation of both intersections of Davisville Rd. and Rt. 28 and Jones Rd and 28 so that they are compliant with the Americans With Disabilities Act. and The Accessible ~~architectural~~ architectural board (code of mass regulations 521).  
In 2012 attended complete Streets Seminar Sponsored by MASS D.O.T. and Falmouth D.P.W., 2000, 2001, 2002, attended transportation workshops sponsored by Cape Cod Comm + CCRTA.  
Attended many Metropolitan Planning organization meetings at Cape Cod Commission Conf Rdm.

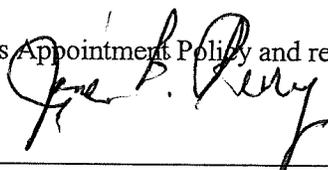
Three (3) References:

Name	Title	Phone
1. Kathy Taylor	Asst. Dir of C.O.R.D.	[REDACTED]
2. Maire Cantis	FRIEND	[REDACTED]
3. Lisa Abelli	FRIEND	[REDACTED]

I hereby certify that I have been provided a summary of Massachusetts General Law 268A, the Conflict of Interest of Law, I have read the material provided, 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 25, 2019  
DATE

  
APPLICANT'S SIGNATURE

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

**Diane Davidson**

---

**From:** Diane Davidson  
**Sent:** Wednesday, December 11, 2019 4:57 PM  
**To:** [REDACTED]  
**Subject:** Invitation to Interview for Transportation Management Committee

Dear Jane,

We have received your application expressing interest in serving as a member of the Transportation Management Committee. The Board of Selectmen invites you to appear for an interview on Monday, December 16, 2019 at 7:45 p.m. in the Selectmen's Meeting Room, Falmouth Town Hall.

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  
[diane.davidson@falmouthma.gov](mailto:diane.davidson@falmouthma.gov)  
(508) 495-7321*



## Falmouth Planning Board

59 Town Hall Square, Falmouth, MA 02540

Telephone: 508-495-7440 Fax: 508.495.7443 email: [planning@falmouthma.gov](mailto:planning@falmouthma.gov)

November 27, 2019

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

**Re: Planning Board Appointment to Transportation Commission**

Dear Mr. Suso,

At its meeting of November 26, 2019, the Planning Board by acclamation selected Paul Dreyer to the Transportation Management Commission.

Sincerely,

Thomas Bott  
Town Planner



Steamship Authority Working Group to identify and develop ways to mitigate traffic issues arising from the SSA's Woods Hole Ferry terminal operations

2 representatives from Falmouth

1 applicant:

- Nat Trumbell

Town of Falmouth  
Steamship Authority Working Group

The Falmouth Board of Selectmen is seeking candidates for a Steamship Authority Working Group. The Steamship Authority has requested that the Board of Selectmen designate two individuals to be its representatives on this Working Group, which includes the Martha's Vineyard Commission and the Towns of Oak Bluffs and Tisbury. The purpose of this Working Group is to identify and develop ways to mitigate traffic issues arising from the Steamship Authority's Woods Hole ferry terminal operations.

Applications must be received by 4:30 p.m. on Friday, December 6, 2019, in the Office of the Board of Selectmen.

Applications are available in the Office of the Board of Selectmen, 59 Town Hall Square and on the Board of Selectmen's page on the Town website at [www.falmouthmass.us](http://www.falmouthmass.us).

On Request of Chairman  
Megan English Braga

*Publication Date: Friday, November 22, 2019 – Falmouth Enterprise.  
Account #: 2056*

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**Town of Falmouth  
Steamship Authority Working Group**

The Falmouth Board of Selectmen is seeking candidates for a Steamship Authority Working Group. The Steamship Authority has requested that the Board of Selectmen designate two individuals to be its representatives on this Working Group, which includes the Martha's Vineyard Commission and the Towns of Oak Bluffs and Tisbury. The purpose of this Working Group is to identify and develop ways to mitigate traffic issues arising from the Steamship Authority's Woods Hole ferry terminal operations.

Applications must be received by 4:30 p.m. on Friday, December 6, 2019, in the Office of the Board of Selectmen.

Applications are available in the Office of the Board of Selectmen, 59 Town Hall Square and on the Board of Selectmen's page on the Town website at [www.falmouthmass.us](http://www.falmouthmass.us).

On Request of Chairman  
Megan English Braga

November 29, 2019



**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: Nat Trumbull

Address: 11 Church St. Village: Woods Hole ZIP: 02543

Mailing Address: PO Box 649 Village: Woods Hole ZIP: 02543

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident 8 years (date: 2011) / Taxpayer \_\_\_\_\_ (date: \_\_\_\_\_)  
also grew up in Falmouth

Amount of time you are available to give: Steamship Authority Working Group

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

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

Seeking: Permanent Position  Alternate Position

Have you attended any meetings of the committee for which you are applying? I have attended dozens of SAA meetings in the past five years.

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

A watchdog perspective concerning the Steamship Authority's increasing impacts on Falmouth and Woods Hole, especially from quality of life and environmental viewpoints, has been a part of my daily schedule in the past five years.

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: \_\_\_\_\_

The Steamship Authority's impacts on Falmouth require much study from quantitative and qualitative perspectives. I view participation in the Steamship Authority Working Group as an opportunity to collect information about those impacts and to share that information as widely as possible.

I especially wish to work to quantify and evaluate SAA impacts from a regional viewpoint.

---

List three (3) references:

	<u>Name</u>	<u>Title</u>	<u>Phone</u>
1.	Ted Fittselle	Falmouth resident	██████████
2.	Bill Hallstein	Falmouth resident	██████████
3.	Phil Logan	Falmouth resident	██████████

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.

December 6, 2019

DATE

*Nathaniel S. Trumbull*

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.

**Diane Davidson**

---

**From:** Diane Davidson  
**Sent:** Wednesday, December 11, 2019 4:58 PM  
**To:** Nathaniel Trumbull  
**Subject:** Invitation to Interview for SSA Working Group

Dear Nat,

We have received your application expressing interest in serving as a member of the Steamship Authority Working Group. The Board of Selectmen invites you to appear for an interview on Monday, December 16, 2019 at 7:45 p.m. in the Selectmen's Meeting Room, Falmouth Town Hall.

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  
[diane.davidson@falmouthma.gov](mailto:diane.davidson@falmouthma.gov)  
(508) 495-7321*

**Diane Davidson**

---

**From:** Nathaniel Trumbull [REDACTED]  
**Sent:** Friday, December 06, 2019 3:22 PM  
**To:** Falmouth Town Manager  
**Subject:** Submission of application for Steamship Authority Working Group  
**Attachments:** Application for Steamship Authority Working Group Trumbull 6Dec2019.pdf

Dear Board of Selectmen,

Thank you for considering my attached application to serve on the Steamship Authority Working Group.

Sincerely,

Nat Trumbull, 11 Church St., [REDACTED]



## Woods Hole, Martha's Vineyard and Nantucket Steamship Authority

---

October 28, 2019

Megan English Braga, Chairman  
Falmouth Board of Selectmen  
59 Town Hall Square  
Falmouth, Massachusetts 02540

Re: Long-Range Vineyard Transportation Task Force and  
Working Group to Identify and Develop Ways to Mitigate Traffic  
Issues arising from the SSA's Woods Hole Ferry Terminal Operations

Dear Chairman Braga:

At their October 15, 2019 monthly meeting, the SSA's governing Board unanimously voted:

- to establish a Long-Range Vineyard Transportation Task Force (the "Task Force") to work together with the Martha's Vineyard Commission, the Towns of Falmouth, Oak Bluffs and Tisbury, and the City of New Bedford, and with public input, to attempt to identify reasonable steps that can be taken to address issues and concerns about freight and other traffic in each of those communities on a long-term basis; and
- to establish a different working group (the "Working Group") with the Martha's Vineyard Commission and the Towns of Falmouth, Oak Bluffs and Tisbury to focus exclusively, with public input, on identifying and developing reasonable and practical ways to monitor and enforce compliance with the SSA's current noise mitigation policies as well as identifying and developing additional ways to mitigate traffic issues arising from the SSA's Woods Hole ferry terminal operations – not just during the early morning hours but throughout the day – which can be implemented sooner rather than later.

The Board also authorized me to take all necessary and appropriate actions to establish and facilitate the Task Force and the Working Group, including providing them with reasonable administrative support. (Requests for more substantial financial support for the hiring of any consultants, surveys or other special expenses will be considered on a case-by-case basis.)

Accordingly, I am asking the Town of Falmouth to participate in both the Task Force and the Working Group by:

- Designating two individuals to be its representatives on the Task Force, with one of those individuals ideally being a staff member with transportation and/or planning experience and responsibilities; and
- Designating two individuals to be its representatives on the separate Working Group.

The SSA believes that, once the Task Force and the Working Group begin their work, they can decide for themselves how best they can function in a productive and efficient manner, including how often they should meet in order to accomplish their objectives. In this regard, however, we are open to any suggestions you may have regarding how they should be comprised and operate.

As you may know, the SSA's Board voted to establish the Task Force and the Working Group at the same meeting when the Board voted to approve the SSA's 2020 Summer and Fall Operating Schedules and to issue a report on those proposed schedules in accordance with Section 15A of the SSA's Enabling Act. Because the reasons for establishing the Task Force and the Working Group are described in that report, I am attaching a copy of it (without its appendices) for your convenience. A complete copy of the report with all of its appendices can be viewed and downloaded by going to the SSA's website, clicking on the "About" tab and then the "Policies, Forms and Information" webpage. The report is the seventh item under "Reports on Proposed Operating Schedules." Alternatively, you can directly view and download the report by clicking on the following link:

[https://www.steamshipauthority.com/writable/versioned\\_downloadable\\_forms/path/report\\_-\\_proposed\\_2020\\_summer\\_operating\\_schedules\\_-\\_final.pdf](https://www.steamshipauthority.com/writable/versioned_downloadable_forms/path/report_-_proposed_2020_summer_operating_schedules_-_final.pdf)

Of course, if you would like to discuss this matter before deciding whether to designate any individuals to be Falmouth's representatives on the Task Force and/or the Working Group, please feel free to contact me. I also would be more than happy to attend another one of your meetings for this purpose. But given the importance of their missions, we hope that both the Task Force and the Working Group will be able to begin their work as soon as possible.

Very truly yours,

*Robert B. Davis*

Robert B. Davis  
General Manager

Encl: Section 15A Report on Proposed 2020 Summer Operating Schedules (without appendices)

cc: Vice Chair Douglas C. Brown (w/encl.)  
Falmouth Selectman Doug Jones (w/encl.)  
Falmouth Selectman Susan L. Moran (w/encl.)  
Falmouth Selectman Samuel H. Patterson (w/encl.)  
Falmouth Town Manager Julian M. Suso (w/encl.)  
SSA Board and Port Council Members (w/out encl.)

**Diane Davidson**

---

**From:** [REDACTED]  
**Sent:** Friday, December 13, 2019 12:27 PM  
**To:** Falmouth Selectmen

I strongly urge you to approve the application of Nathaniel Trumbull to serve on the Steamship Authority Working Group. Nat is knowledgeable about the Steamship Authority and the issues surrounding it. He is reasonable and respectful and would be a constructive voice on this group.

Andrew Solow  
Quissett Avenue

Steamship Authority Task Force (long-range Vineyard transportation)

2 representatives from Falmouth:

- Doug Brown
- Staff Member with Planning/Transportation responsibilities

Affordable Housing Committee

2 vacancies

- 1 term until 6/30/21
- 1 term until 6/30/22

1 applicant:

- Onjalé Scott Price



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: Onjalé Scott Price

Address: 157 Pinecrest Beh Dr. Village: E. Falmouth ZIP: 02536

Mailing Address: Same Village: \_\_\_\_\_ ZIP: \_\_\_\_\_

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident  (date: 4/19) / Taxpayer  (date: 4/19)

Amount of time you are available to give: 10-12 hours/month

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

1. Affordable Housing Committee
2. \_\_\_\_\_
3. \_\_\_\_\_

Seeking:  Permanent Position  Alternate Position

Relevant affiliation & work & personal experiences I have been attending the ATC meetings for several months.

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

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

Organized, experience working with diverse groups of people, bring a diverse perspective.

Three (3) References:

Name	Title	Phone
1. George Liles	Director of Academic Programs @ NOAA	[REDACTED]
2. Joel Smith - CEO @ Mizar Imaging		[REDACTED]
3. Ed Curley - AHC		[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 21, 2019  
DATE

Amjali Scott Price  
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.

**Diane Davidson**

---

**From:** Edward Curley [REDACTED]  
**Sent:** Thursday, December 12, 2019 10:15 AM  
**To:** Diane Davidson; Onjale S.  
**Subject:** Re: Applicant for Affordable Housing Committee

Thanks Diane. I spoke with Onjie so knew this was in the works -- she'll be a great addition to the AHC! I have other meetings on 12/16 so will be unavailable for the BOS. I'll ask the rest of the AHC if they can attend...

On Wednesday, December 11, 2019, 12:46:13 PM EST, Diane Davidson <diane.davidson@falmouthma.gov> wrote:

Hi Ed,

Attached, for your information, please find an application from Onjalé Scott Price for the open position on the Affordable Housing Committee. I will be sending her an invitation to interview with the Board of Selectmen on Monday, December 16, 2019 at 7:45 p.m.

Diane

*Diane S. Davidson*

*Office Manager/Licensing*

*Office of the Town Manager and Selectmen*

*Town of Falmouth*

*59 Town Hall Square*

*Falmouth, MA 02540*

*diane.davidson@falmouthma.gov*

*(508) 495-7321*

**Diane Davidson**

---

**From:** Diane Davidson  
**Sent:** Wednesday, December 11, 2019 12:58 PM  
**To:** Onjale  
**Subject:** Invitation to Interview for Affordable Housing Committee

Dear Ms. Price,

We have received your application expressing interest in serving as a member of the Affordable Housing Committee. The Board of Selectmen invites you to appear for an interview on Monday, December 16, 2019 at 7:45 p.m. in the Selectmen's Meeting Room, Falmouth Town Hall.

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  
[diane.davidson@falmouthma.gov](mailto:diane.davidson@falmouthma.gov)  
(508) 495-7321*

**Diane Davidson**

---

**From:** Onjale [REDACTED]  
**Sent:** Thursday, December 12, 2019 9:23 AM  
**To:** Diane Davidson  
**Subject:** Re: Invitation to Interview for Affordable Housing Committee

Hello Diane,

Yes, I am available on Monday, Dec 16 at 7:45 PM.

Thank you!  
Onjalé

On Wed, Dec 11, 2019 at 12:58 PM Diane Davidson <[diane.davidson@falmouthma.gov](mailto:diane.davidson@falmouthma.gov)> wrote:

Dear Ms. Price,

We have received your application expressing interest in serving as a member of the Affordable Housing Committee. The Board of Selectmen invites you to appear for an interview on Monday, December 16, 2019 at 7:45 p.m. in the Selectmen's Meeting Room, Falmouth Town Hall.

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 Cultural Council

2 vacancies

- Both terms until 6/30/22

2 applicants:

- Alicia Buccino
- Marilyn Rowland



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: ALICIA H. BUCCINO

Address: 16 FETLOCK CIRCLE Village: E. FALMOUTH ZIP: 02536

Mailing Address: P.O. BOX 1909 Village: N. FALMOUTH ZIP: 02556

Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident (date: 4/94) / Taxpayer (date: 4/94)

Amount of time you are available to give: 2-4 hrs / mo. or as needed. CREW UP IN FALMOUTH - ATTENDED K-12 HERE. MOVED BACK IN 1994 AFTER MARRIAGE w/ FAMILY

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

- 1. ARTS CULTURAL COUNCIL
2.
3.

Seeking: Permanent Position Alternate Position

Relevant affiliation & work & personal experiences: YOUTH ART TEACHER @ FALMOUTH ART CENTER 2+ YRS, FINE ART PHOTOGRAPHER, YOUTH ART TEACHER @ CAPE CONSERVATORY 7+ YRS, SUMMER ART & PHOTOGRAPHY CAMPS @ FALMOUTH ACADEMY 5 YRS, ART EDITOR & RESEARCHER IN EDUCATIONAL & TRADE PUBLISHING 15+ YRS NYC & BOSTON, STUDIO ART DEGREE

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

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

KNOWLEDGE OF BROAD RANGE OF VISUAL & CULTURAL ARTS, TEACHING ARTIST WORKING WITH CHILDREN AGES PRE-K TO JR. HIGH, ART & MUSIC APPRECIATION FROM ATTENDING PERFORMANCES & EXHIBITIONS AROUND THE WORLD FROM US & EUROPE TO INDONESIA.

Three (3) References:

<u>Name</u>	<u>Title</u>	<u>Phone</u>
1. LAURA RECKFORD	DIRECTOR, FAC	[REDACTED]
2. GEORGE SCHARR	ART DEPT. CHAIR, FA	[REDACTED]
3. CAROLINE BUCCINO	ELEMENTARY MUSIC TEACHER, BARNSTABLE SCHOOL SYSTEM	[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.

11/15/19  
DATE

*Caroline Buccino*  
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.

**Diane Davidson**

---

**From:** Diane Davidson  
**Sent:** Wednesday, December 11, 2019 12:55 PM  
**To:** [REDACTED]  
**Subject:** Invitation to Interview for Falmouth Cultural Council

Dear Ms. Buccino,

We have received your application expressing interest in serving as a member of the Falmouth Cultural Council. The Board of Selectmen invites you to appear for an interview on Monday, December 16, 2019 at 7:45 p.m. in the Selectmen's Meeting Room, Falmouth Town Hall.

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  
[diane.davidson@falmouthma.gov](mailto:diane.davidson@falmouthma.gov)  
(508) 495-7321*



TOWN OF FALMOUTH

BOARD, COMMITTEE OR COMMISSION APPLICATION FORM

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Name: Marilyn J. Rowland

Address: 211 Turner Rd Village: East Falmouth ZIP: 02536

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

Telephone: [redacted] Email: [redacted]

How long have you been a Resident 23yrs (date: 1996) / Taxpayer 23yrs (date: 1996)

Amount of time you are available to give: a few hours a week

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

- Falmouth Cultural Council
- \_\_\_\_\_
- \_\_\_\_\_

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 Participated in, and helped organize the FCC's ArtMarket for 3 years, including publicity and video. Writer, artist, musician, Member Arts Falmouth, FCTV, Cape Community Orchestra

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: \_\_\_\_\_

I have strong writing and organization skills, a broad interest in the arts, and experience working with a wide range of artists, musicians, writers, and others involved in the arts.

List three (3) references:

	<u>Name</u>	<u>Title</u>	<u>Phone</u>
1.	Jane Parahiale	member, FCC	[REDACTED]
2.	Laura Sonnichsen	up Falgout Chamber Players Orchestra	[REDACTED]
3.	Nikki Patta	cello teacher	[REDACTED]

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

10-15-19  
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.

**Diane Davidson**

---

**From:** Diane Davidson  
**Sent:** Wednesday, December 11, 2019 12:52 PM  
**To:** [REDACTED]  
**Subject:** Invitation to Interview for Falmouth Cultural Council

Dear Ms. Rowland,

We have received your application expressing interest in serving as a member of the Falmouth Cultural Council. The Board of Selectmen invites you to appear for an interview on Monday, December 16, 2019 at 7:45 p.m. in the Selectmen's Meeting Room, Falmouth Town Hall.

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  
[diane.davidson@falmouthma.gov](mailto:diane.davidson@falmouthma.gov)  
(508) 495-7321*

**Diane Davidson**

---

**From:** Marilyn Rowland [REDACTED]  
**Sent:** Wednesday, December 11, 2019 9:33 PM  
**To:** Diane Davidson  
**Subject:** Re: Invitation to Interview for Falmouth Cultural Council

Dear Diane,  
Thank you. I will be there for an interview Monday at 7:45 PM.  
All the best,  
Marilyn

On Wed, Dec 11, 2019 at 12:52 PM Diane Davidson <[diane.davidson@falmouthma.gov](mailto:diane.davidson@falmouthma.gov)> wrote:

Dear Ms. Rowland,

We have received your application expressing interest in serving as a member of the Falmouth Cultural Council. The Board of Selectmen invites you to appear for an interview on Monday, December 16, 2019 at 7:45 p.m. in the Selectmen's Meeting Room, Falmouth Town Hall.

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*

Human Services Committee

3 vacancies

- 2 terms until 6/30/22
- 1 term until 6/30/21

1 applicant:

- Deb Berglin



TOWN OF FALMOUTH

BOARD, COMMITTEE OR COMMISSION APPLICATION FORM

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Name: Deb Berglin

Address: 48 Gallean Dr. Village: E Falmouth ZIP: 02536

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

Home Telephone: [REDACTED] Email: [REDACTED]

How long have you been a Resident X (date: 1996) / Taxpayer X (date: 1996)

Amount of time you are available to give: few hrs/wk

Town Committee, Board or Commission you are interested in serving on:  
X 1. Affirmative Action / Diversity - NO openings  
(2) 2. Human Services ✓  
3. \_\_\_\_\_

Seeking: Permanent Position  Alternate Position

Relevant affiliation & work & personal experiences so: licensed social worker  
in community since 1996, local Mental Health  
agency director 10yrs, Director Cape Cod Campus for  
Boston University School of Social Work, Falmouth High

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

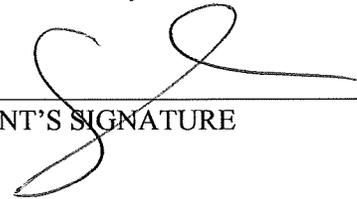
Briefly describe the particular skills you feel you will add to the committee or board: \_\_\_\_\_  
experience with disenfranchised populations,  
mediation mental health treatment + administration.  
program administration.

- Three (3) References: Name Title Phone
1. Liz Rogers, Social worker, Falmouth Human Services
  2. Suzie Hauptmann, Director, Fal. Human Services
  3. ~~Gayle~~ Patricia Ostman - ~~Dir.~~  
Affirmative Action / Diversity  
Committee co-chair.

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.

11/12/19  
DATE

  
APPLICANT'S SIGNATURE

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

**Deb Berglin, LICSW**  
P.O. Box 189, Falmouth, MA 02541  
774/392-0200 (p) 508/815-0942 (f)

## **Education and Training**

*Internal Family Systems (IFS) Couples Treatment Certification, 2017*  
*Cognitive Behavioral Treatment Certification, 2016*  
*Sensorimotor Practitioner Level I Training Certification, 2010*  
*Internal Family Systems Practitioner (IFS) Level I Training Certification, 2009*  
*Eye Movement, Desensitization and Reprocessing (EMDR) Certified Practitioner, 2008*  
*Advanced Certification in Trauma Studies, Boston University, 2003*  
*Mediator Training Certification, Cape Cod Center for Dispute Resolution, 2003*  
*Eye Movement, Desensitization and Reprocessing (EMDR) Level II Certification, 2002*  
*Licensed Independent Clinical Social Worker (LICSW), MA 1997*  
*Masters Degree, Clinical Social Work (MSW), Boston University, 1994*  
*Bachelors Degree, Psychology/English (BA), Oberlin College, 1989*

## **Professional and Volunteer Experience**

### ***Program Director***

**Boston University School of Social Work Cape Cod Campus, Barnstable and Boston, MA**

**9/10-Present**

- Oversee general operations of graduate off-campus Social Work program at CCCC
- Identify new internship placements and match students to appropriate placements
- Organize community/alumni events/trainings to raise professional awareness
- Supervise Faculty Advisors and orient new Instructors
- Teach Integrative Seminar and Online New Field Instructor Seminar
- Oversee Problem Resolution Process for academic and field issues
- Conduct Prospective Student Information Sessions

### ***Mediator (volunteer)***

**Cape Cod Dispute Resolution, Barnstable, MA**

**9/07-12/14**

- Provide court mediation to small claims and summary process cases in Cape courts

### ***Private Practice Owner/Behavioral Health Practitioner***

**Deb Berglin, LICSW, Falmouth, MA**

**10/06-Present**

- Provide clinical consultation to agencies on behavioral health issues with a trauma focus
- Provide private clinical supervision
- Provide professional behavioral health training to community agencies and professionals
- Provide individual and family treatment to children and adults with a focus on complex trauma

### ***Clinic Director***

**Massachusetts Society for the Prevention to Cruelty to Children, Hyannis, MA**

**6/00-10/06**

- Oversaw daily operations of mental health clinic serving 650 clients
- Supervised clinical supervisors
- Provided ongoing consultation and training to other agencies
- Organized and provided clinical training to staff and community partners
- Provided mental health treatment, diagnostic and parenting assessments

**Clinical Supervisor** 9/98-6/00  
Massachusetts Society for the Prevention of Cruelty to Children, Hyannis, MA

- Supervised Masters-level clinicians and graduate interns from Massachusetts graduate schools
- Provided direct service to a large caseload of clients of all ages, primarily with PTSD and Dual Dx
- Provided diagnostic assessments and parenting assessments as requested
- Provided clinical consultation on mental health/behavioral issues

**Behavioral Health Clinician** 9/96-9/98  
Massachusetts Society for the Prevention of Cruelty to Children, Hyannis, MA

- Serviced a large caseload of clients, ages 3-adult, with complex presenting problems
- Provided consultation on mental health/behavioral issues to preschool and afterschool programs
- Provided parent education courses to DCF-mandated clients

**Adolescent/Family Therapist** 6/94-9/96  
Family Counseling Center, Everett, WA

- Provided outpatient/outreach treatment to dual dx, homeless, and at-risk youth and their families
- Led multidisciplinary treatment teams to meet treatment objectives
- Assisted in program development for dual diagnosis youth

**Family Service Worker** 6/94-6/96  
Head Start Program, Bellevue, WA

- Provided case management to ethnically diverse low-income families
- Recruited for and enrolled families in the program
- Facilitated parent meetings and group trainings

**Domestic Violence Hotline Counselor/Group Facilitator (volunteer)** 9/94-6/96  
New Beginnings, Seattle WA

- Provided counseling, crisis services, and referrals to hotline callers and shelter residents
- Planned and co-facilitated support/psycho-educational groups for women with DV histories

**Residential Relief Counselor** 1993-94  
Alternative Homes, Inc., Newton, MA

- Provided crisis intervention and supportive counseling to chronically mentally ill adults
- Planned and supervised activities and daily living skills

**Community Education Coordinator** 1989-92  
Planned Parenthood of Northern New England, St. Albans, VT

- Managed community health ed department, including supervision of volunteers and development of curriculums
- Provided workshops for school-aged and adult audiences on sexual health topics
- Developed nationally recognized sexual abuse prevention program for children ages 5-10
- Organized and facilitated county's first support group for pregnant and parenting teens
- Organized and co-facilitated county's AIDS task force
- Co-founded Family Advisory Board at the Northwest State Correctional Facility
- Provided 1:1 pregnancy options counseling

### Committee/Board Positions

Falmouth High School Council (Elected) 2019-Present  
NASW MA Chapter Committee on Nominations and Leadership (Elected) 2018-Present

**Diane Davidson**

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**From:** Diane Davidson  
**Sent:** Wednesday, December 11, 2019 12:50 PM  
**To:** Suzanne Hauptmann - Human Services (suzie.hauptmann@falmouthma.gov); Kerin Delaney  
**Subject:** Application for the Human Services Committee  
**Attachments:** Comm Appl-Human Services-Berglin.pdf

Hi Suzie and Kerin,

Attached, for your information, please find an application from Deb Berglin for the open position on the Human Services Committee. I will be sending her an invitation to interview with the Board of Selectmen on Monday, December 16, 2019 at 7:45 p.m.

Diane

*Diane S. Davidson  
Office Manager/Licensing  
Office of the Town Manager and Selectmen  
Town of Falmouth  
59 Town Hall Square  
Falmouth, MA 02540  
[diane.davidson@falmouthma.gov](mailto:diane.davidson@falmouthma.gov)  
(508) 495-7321*

**Diane Davidson**

---

**From:** Diane Davidson  
**Sent:** Wednesday, December 11, 2019 12:52 PM  
**To:** [REDACTED]  
**Subject:** Invitation to Interview for Human Services Committee

Dear Ms. Berglin,

We have received your application expressing interest in serving as a member of the Human Services Committee. The Board of Selectmen invites you to appear for an interview on Monday, December 16, 2019 at 7:45 p.m. in the Selectmen's Meeting Room, Falmouth Town Hall.

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  
[diane.davidson@falmouthma.gov](mailto:diane.davidson@falmouthma.gov)  
(508) 495-7321*

**Diane Davidson**

---

**From:** Deb Berglin [REDACTED]  
**Sent:** Wednesday, December 11, 2019 8:09 PM  
**To:** Diane Davidson  
**Subject:** Re: Invitation to Interview for Human Services Committee

Hi Ms. Davidson--

Sure. I'm happy to do that. Thank you for the opportunity.

Deb

On Wed, Dec 11, 2019, 12:51 PM Diane Davidson <[diane.davidson@falmouthma.gov](mailto:diane.davidson@falmouthma.gov)> wrote:

Dear Ms. Berglin,

We have received your application expressing interest in serving as a member of the Human Services Committee. The Board of Selectmen invites you to appear for an interview on Monday, December 16, 2019 at 7:45 p.m. in the Selectmen's Meeting Room, Falmouth Town Hall.

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*

# LPSSA Grinder Pump Reimbursement Update

Amy Lowell, Wastewater Superintendent

December 16, 2019

## LPSSA Grinder Pump Policy

- Board of Selectmen voted on May 16, 2016
- Policy includes the statement:  
“Town provide modest compensation (subsidy) for one-time, partial reimbursement of grinder pump installation cost, to be triggered by completed Town inspection of both grinder pump installation and septic system abandonment.”
- Applied to single family residential properties

## Average Cost Difference

- The average cost to complete a pump connection was approximately \$1,800 more than the average cost to complete a gravity connection.
- This average is based on contract cost data from 455 residential sewer connections, roughly half of each type.
- Data source: data provided to the Town by property owners and by 3 contractors who each completed more than 100 sewer connections.

## Available funds

- If the 680 residential property owners who installed grinder pumps were reimbursed \$1,800 each, the total cost would be \$1,224,000.
- Sufficient funds remain under Art 28 04/14, the LPSSA appropriation, to cover this cost as well as the pending Bournes Pond inlet widening project.

## Process

- The process, requirements and schedule for reimbursement are to be determined and will be presented at a future Board of Selectmen's meeting.

# FALMOUTH AFFORDABLE HOUSING FUND

Established by Ch. 29 of the Acts of 2011  
Board of Selectmen, Trustees

---

59 Town Hall Square  
Falmouth, Massachusetts 02540  
(508) 495-7344

**TO: Board of Selectmen**

**FROM: Carla L. Feroni, Housing Coordinator**

**DATE: December 12, 2019**

**RE: FAHF Expenditure Request - Gifford Workforce II**

## **BACKGROUND**

The Falmouth Affordable Housing Fund (FAHF) has received an application from the private non-profit Falmouth Housing Corporation seeking approval of the first of two planned requests for 10 one-bedroom rental units of affordable housing. The FHC is aware that the FAHF available balance is approximately \$123,000 and seeks formal approval of a preliminary amount as evidence of local support which is required for the FHC application for a state subsidy that is needed for the viability of this project. The Falmouth Housing Corp application seeks a second award of \$585,000 when the funds become available – hopefully July 1, 2020. In total, the applicant seeks \$650,000 or \$65,000 per unit which is the maximum of the per unit funding guideline adopted by the Board as Trustees of the FAHF.

The FAHF Working Group reviewed the application from the Falmouth Housing Corporation (FHC) on November 21, 2019. This project, *Gifford Workforce II*, is the highly anticipated second phase of the existing FHC project located at Gifford Street. The project will be 100% affordable one-bedroom rental units, which the Housing Production Plan states is the greatest need in Falmouth. The rentals will be affordable at 50% and 80% of the Area Median Income (AMI) levels. The site is in close proximity to downtown and the developer and is abutted by other FHC owned affordable housing properties. It is located next to the Falmouth Service Center. The ZBA has approved a 40B Comprehensive Permit for this second phase of the project.

## **Recommended Motion:**

"I move that the Board, acting as Trustees of the Falmouth Affordable Housing Fund, authorize the Town Manager to execute a commitment letter setting forth the terms of a financial award to the Falmouth Housing Corp in the amount of \$65,000 for 10 units of affordable, workforce housing to be constructed at 591 Gifford Street - known as "Gifford Workforce Phase II. This award is intended to demonstrate the Trustees' support of the project with the anticipation that additional funds may be awarded at a later date when the Falmouth Affordable Housing Fund has a sufficient balance to provide additional funding."

---

**From:** Goldstein, Ronit <ronit.goldstein@eversource.com>  
**Sent:** Tuesday, December 03, 2019 10:40 AM  
**To:** Julian Suso  
**Cc:** Falmouth Selectmen  
**Subject:** Presentation of 2020 projects before the board

Good morning Julian,

I hope you had a wonderful holiday. I have received confirmation from John Ventura that the projects we reviewed with you this summer will be done in this coming calendar year. John and I would like to go before the selectmen to present the projects, answer questions, and concerns

We are looking to go before the board either this month or in January if December is already full.

We look forward to the discussion.

Thank you,

Ronit

Ronit Goldstein  
Community Relations and  
Economic Development  
Eversource Energy  
617-966-8459

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**Diane Davidson**

---

**From:** Peter Johnson-Staub  
**Sent:** Thursday, December 12, 2019 10:38 AM  
**To:** Diane Davidson  
**Subject:** FW: Complete Streets Policy - Selectmen Agenda December 16th  
**Attachments:** Complete Streets Policy, RAJ, BOS original.pdf

Hi Diane,

We will provide the Board of Selectmen with two documents:

1. The first attachment marked "Staff Recommendation" is the initial staff recommendation for the Complete Streets Policy.
2. The second attachment marked The "Planning Board Edits" represents the Policy as edited by Scott Lindell and subsequently edited by the Planning Board.

Thanks,  
Peter

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

<http://www.falmouthmass.us>

*Kindly Remember that under MA General Laws most email correspondence to, or from, a municipal employee or committee member is deemed a public record.*

---

**From:** Peter Johnson-Staub  
**Sent:** Wednesday, December 4, 2019 5:41 PM  
**To:** Pat Kerfoot <[REDACTED]>; 'Scott Lindell' <[bikeways@falmouthma.gov](mailto:bikeways@falmouthma.gov)>  
**Cc:** Megan English Braga <[megan.english-braga@falmouthma.gov](mailto:megan.english-braga@falmouthma.gov)>; Julian Suso <[julian.suso@falmouthma.gov](mailto:julian.suso@falmouthma.gov)>; Ray Jack <[ray.jack@falmouthma.gov](mailto:ray.jack@falmouthma.gov)>; Peter McConarty <[peter.mcconarty@falmouthma.gov](mailto:peter.mcconarty@falmouthma.gov)>; Thomas Bott <[thomas.bott@falmouthma.gov](mailto:thomas.bott@falmouthma.gov)>  
**Subject:** Complete Streets Policy - Selectmen Agenda December 16th

Dear Scott and Pat,

We want to make the Planning Board and Bikeways Committee aware that the Complete Streets Policy will be placed on the December 16<sup>th</sup> Board of Selectmen agenda. We welcome any written input your boards might have on the draft policy prior to December 13<sup>th</sup>. Attached for your convenience are the policy proposed to the Board by staff (PDF doc) and revisions suggested by Scott on behalf of the Bikeways Committee, which is in MS Word format.

Thank you,  
Peter

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

<http://www.falmouthmass.us>

*Kindly Remember that under MA General Laws most email correspondence to, or from, a municipal employee or committee member is deemed a public record.*

## Town of Falmouth Complete Streets Policy

### Introduction

The Town of Falmouth is a diverse, historical, seaside community with a rich cultural background pre-dating the revolutionary war. The transportation system experiences significant seasonal challenges owing to harsh New England winters and the summer influx of tourists.

Falmouth is committed to providing a transportation system and infrastructure that is safe, efficient, accessible and reliable to accommodate the widest array of transport modes.

### Vision and Intent

Complete Streets are intended to provide safety, comfort and accessibility for all the users of our roads, trails and transit systems which include pedestrians, bicyclists, motorists, transit riders, commercial vehicles and emergency vehicles. "Users" refers to people of all ages, abilities / disabilities and income levels. Further, Complete Streets principles contribute toward the safety, health, economic viability and quality of life in the community by providing greater opportunities in multi-modal and non-motorized transportation in conjunction with accessible and efficient transportation connections between home, school, work, recreation, medical facilities and retail destinations by improving the pedestrian, cyclist and vehicular infrastructure environments throughout the community.

The intent of Falmouth's Complete Streets Policy, therefore, is to accommodate all users by creating a roadway network that fulfills the needs of persons utilizing a variety of transportation modes.

The Town will, to the maximum extent possible, design, construct, maintain and operate all streets to provide for a comprehensive and integrated roadway network of facilities for people of all ages and abilities.

## Core Commitment

The Town of Falmouth recognizes that users of all transportation modes including, but not limited to pedestrians, cyclists, transit and school bus riders, motorists, delivery and service personnel, freight haulers and emergency responders are legitimate users of roadways and deserving of safe facilities.

All roadway projects – including new, reconstruction or maintenance – represent opportunities to implement Complete Streets design principles. Where feasible, Complete Streets design recommendations shall be incorporated into all publicly and privately funded projects. This includes transportation infrastructure and roadway design projects requiring funding or approval by the Town of Falmouth as well as projects funded by the state or federal government such as Chapter 90 funds, Transportation Improvement Program (TIP), the MassWorks Infrastructure Program, Community Development Block Grants (CDBG), Capital Funding and other state and federal funds for roadway and infrastructure design. The same will be applied to private developments and roadway related design components. In addition, to the extent practical, state-owned roadways will comply with the Complete Streets resolution, including the design, construction and maintenance of such roadways within Town boundaries.

The Department of Public Works shall use its best judgement regarding the feasibility of applying Complete Streets principles for routine roadway maintenance and projects.

Transportation infrastructure projects, including, but not limited to roadway reconstruction, roadway reconfiguration, subdivisions or transportation improvements may be excluded upon approval by the Director of Public Works or designee where documentation and data indicate any of the following:

- Areas where specific users are prohibited by law such as interstate freeways or pedestrian malls. An effort will be made, in these cases, for accommodations elsewhere.
- Where the costs or impacts of accommodation is excessively disproportionate to the need or probable use.
- There is an absence of current and future need.
- Protected scenic, historic and/or environmental features/qualities would be adversely impacted.

## Best Practices

The Town of Falmouth's Complete Streets Policy focuses on developing a connected, integrated transportation network that serves all users. Complete Streets principles will be integrated into policies, planning and design of all types of public and private projects, including new construction, reconstruction, rehabilitation or repair / maintenance of transportation facilities on roadways and redevelopment projects.

The Town of Falmouth recognizes that Complete Streets may be achieved through single elements incorporated into a particular project or incrementally through a series of smaller improvements or maintenance activities over time.

Complete Streets principles include the development and implementation of projects in a context-sensitive manner in which project implementation is sensitive to the community's physical, economic and social setting. The context-sensitive approach to process and design includes a range of goals by considering stakeholder and community values on a level plane with the project need. It includes goals related to livability with greater participation of those affected in order to gain project consensus. The design process may incorporate flexibility to balance user's needs. The overall goal of this approach is to preserve and enhance scenic, aesthetic, historical and environmental resources while improving or maintaining safety, mobility and infrastructure conditions.

The latest design guidance, standards and recommendations available will be used in the implementation of Complete Streets including, but not limited to:

- Massachusetts Department of Transportation (MassDOT) - Project Development & Design Guide
- American Association of State Highway Transportation Officials (AASHTO) – A policy on Geometric Design of Highway and Streets
- United States Department of Transportation Federal Highway Administration’s - Manual on Uniform Traffic Control Devices
- Architectural Access Board (AAB) – 521 CMR Rules and Regulations
- National Association of City Transportation Officials (NACTO) – Urban Street Design Guide and Urban Bikeway Guide
- Cape Cod Commission – Complete Streets/Living Streets Design Manual
- Cape Cod Metropolitan Planning Organization – Regional Transportation Plan

The Town of Falmouth Complete Streets Policy shall be consistent with project selection criteria for multi-purpose pathway and pedestrian projects as determined by the Falmouth Department of Public Works. Guidance for selection criteria may be found in the above cited references.

Generally, selection criteria will favor projects that meet one or more of the following categories:

- Continuity – These projects alleviate network gaps or deficiencies. The facilities integrate with or improve an existing network or link to either complete or extend systems. However, a project that is the first element of a planned multi-purpose path or walkway system will also be valued. Isolated projects with no clearly defined origin or destination will be avoided.
- Destinations / Attractions – The purpose of such facilities is to provide pedestrian or multi-modal links to destinations including transit stops, business district / shopping centers, beaches, playgrounds or other pedestrian oriented destinations.
- Schools – These facilities serve roadways and the transportation network surrounding schools. They may augment other programs such as Safe Routes to Schools.

- Regional Connectivity – Projects that integrate with regionally recognized routes or networks that extend into adjacent communities.

## Implementation

Falmouth’s Town Planner shall integrate Complete Streets principles in all new planning documents as applicable (e.g., Master Plan, Open Space Plan, Historic Plan). The Planner shall make recommendations for changes to Site Plan Review criteria and changes to the Subdivision Rules and Regulations to encourage contextual design of Complete Streets policies respecting the presence of important scenic, cultural, environmental and historic resources.

The Town of Falmouth shall approach every transportation project or program as an opportunity to improve roadways and the overall transportation network for all users.

The Town of Falmouth will prioritize and implement recommended improvements under the Americans with Disabilities Act Transition Plan.

Approved projects meeting the requirements of this Complete Streets Policy will be incorporated into the Town’s Capital Improvement Plan.

The Town of Falmouth will ensure the availability of training for pertinent staff and decision-makers on the content of Complete Streets principles and best practices.

*This policy was adopted by the Board of Selectmen at a public meeting on \_\_\_\_\_, 2019.*

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Megan English-Braga  
Chairman, Board of Selectmen

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Date

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Julian M. Suso  
Town manager

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Date

## Town of Falmouth Complete Streets Policy

### Introduction

The Town of Falmouth is a diverse, historical, seaside community with a rich cultural background pre-dating the revolutionary war. The transportation system experiences significant seasonal challenges owing to harsh New England winters and the summer influx of tourists.

Falmouth is committed to providing a transportation system and infrastructure that is safe, efficient, accessible and reliable to accommodate the widest array of transport modes.

### Vision and Intent

Complete Streets are intended to provide safety, comfort and accessibility for all the users of our roads, trails and transit systems which include pedestrians, bicyclists, motorists, transit riders, commercial vehicles and emergency vehicles. “Users” refers to people of all ages, abilities / disabilities and income levels. Further, Complete Streets principles contribute toward the safety, health, economic viability and quality of life in the community by providing greater opportunities in multi-modal and non-motorized transportation in conjunction with accessible and efficient transportation connections between home, school, work, recreation, medical facilities and retail destinations **and transportation hubs** by improving the pedestrian, cyclist and vehicular infrastructure environments throughout the community.

The intent of Falmouth’s Complete Streets Policy, therefore, is to accommodate all users by creating a roadway network that fulfills the needs of persons utilizing a variety of transportation modes, **while preserving the aesthetic character of the roadways.**

The Town will, to the maximum extent possible, design, construct, maintain and operate all streets to provide for a comprehensive and integrated roadway network of facilities for people of all ages and abilities.

## Core Commitment

The Town of Falmouth recognizes that users of all transportation modes including, but not limited to pedestrians, cyclists, transit and school bus riders, motorists, delivery and service personnel, freight haulers and emergency responders are legitimate users of roadways and deserving of safe facilities.

All roadway projects – including new, reconstruction or maintenance – represent opportunities to implement Complete Streets design principles. Where feasible, Complete Streets design recommendations shall be incorporated into all publicly and privately funded projects. This includes transportation infrastructure and roadway design projects requiring funding or approval by the Town of Falmouth as well as projects funded by the state or federal government such as Chapter 90 funds, Transportation Improvement Program (TIP), the MassWorks Infrastructure Program, Community Development Block Grants (CDBG), Capital Funding and other state and federal funds for roadway and infrastructure design. The same will be applied to private developments and roadway related design components. In addition, to the extent practical, state-owned roadways will comply with the Complete Streets resolution, including the design, construction and maintenance of such roadways within Town boundaries.

~~In consultation with the Transportation Management Commission on a regular and at least quarterly basis~~, The Department of Public Works shall use its best judgement regarding the feasibility of applying Complete Streets principles for routine roadway maintenance and projects. ~~In consultation with the Transportation Management Commission~~, Transportation infrastructure projects, including, but not limited to roadway reconstruction, roadway reconfiguration, subdivisions or transportation improvements may be excluded upon approval by the Director of Public Works or designee where **publicly available** documentation and data indicate any of the following:

- Areas where specific users are prohibited by law such as interstate freeways or pedestrian malls. An effort will be made, in these cases, for accommodations elsewhere.
- Where the costs or impacts of accommodation is excessively disproportionate to the need or probable use.
- There is an absence of current and future need.
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## Best Practices

The Town of Falmouth's Complete Streets Policy focuses on developing a connected, integrated transportation network that serves all users. Complete Streets principles will be integrated into policies, planning and design of all types of public and private projects, including new construction, reconstruction, rehabilitation or repair / maintenance of transportation facilities on roadways and redevelopment projects.

The Town of Falmouth recognizes that Complete Streets may be achieved through single elements incorporated into a particular project or incrementally through a series of smaller improvements or maintenance activities over time.

Complete Streets principles include the development and implementation of projects in a context-sensitive manner in which project implementation is sensitive to the community's physical, economic and social setting. The context-sensitive approach to process and design includes a range of goals by considering stakeholder and community values on a level plane with the project need. It includes goals related to livability with greater participation of those affected in order to gain project consensus. The design process may incorporate flexibility to balance user's needs. The overall goal of this approach is to preserve and enhance scenic, aesthetic, historical and environmental resources while improving or maintaining safety, mobility and infrastructure conditions.

The latest design guidance, standards and recommendations available will be used in the implementation of Complete Streets including, but not limited to:

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- United States Department of Transportation Federal Highway Administration’s - Manual on Uniform Traffic Control Devices
- Architectural Access Board (AAB) – 521 CMR Rules and Regulations
- National Association of City Transportation Officials (NACTO) – Urban Street Design Guide and Urban Bikeway Guide
- Cape Cod Commission – Complete Streets/Living Streets Design Manual
- Cape Cod Metropolitan Planning Organization – Regional Transportation Plan

The Town of Falmouth Complete Streets Policy shall be consistent with project selection criteria for multi-purpose pathway and pedestrian projects as **prioritized and periodically updated in the Falmouth Bike Plan**, and as determined by the Falmouth Department of Public Works.

Guidance for selection criteria may be found in the above cited references. Generally, selection criteria will favor projects that meet one or more of the following categories:

- Continuity – These projects alleviate network gaps or deficiencies. The facilities integrate with or improve an existing network or link to either complete or extend systems. However, a project that is the first element of a planned multi-purpose path or walkway system will also be valued. Isolated projects with no clearly defined origin or destination will be avoided.
- Destinations / Attractions – The purpose of such facilities is to provide pedestrian or multi-modal links to destinations including transit stops, business district / shopping centers, beaches, playgrounds or other pedestrian oriented destinations.
- Schools – These facilities serve roadways and the transportation network surrounding schools. They may augment other programs such as Safe Routes to Schools.

- Regional Connectivity – Projects that integrate with regionally recognized routes or networks that extend into adjacent communities.

## Evaluation of Effectiveness

**In-cooperation with** The town DPW, ~~the Transportation Management Commission~~ will develop performance measures to periodically assess the rate, success, and effectiveness of implementing the Complete Streets Policy. They will determine the frequency of assessment and utilize appropriate metrics for analyzing the success of this policy. These metrics may include:

- total miles of new on-street bicycle routes defined by lane markings or signage,
- linear feet of new pedestrian accommodation,
- number of new curb ramps or other retrofitted pedestrian facilities,
- number of intersection improvements made to improve multi-modal Level of Service (LOS) and safety for vehicles, pedestrians and bicyclists,
- steps taken to preserve the aesthetic character of roadways undergoing complete street reconstruction,
- increase in the number of users of public transportation,
- ~~increase in the number of children walking or bicycling to school~~
- decrease in the number of traffic accidents involving vehicles, bicycles and pedestrians in Complete Streets areas,

These metrics will be compiled into a report by the town DPW (with assistance from other departments and committees as necessary) and presented as needed, ~~but no less than annually~~. Implementation strategies will be adjusted as needed based on the findings in these reports.

## Implementation

Falmouth's Town Planner shall integrate Complete Streets principles in all new planning documents as applicable (e.g., Master Plan, Open Space Plan, Historic Plan). The Planner shall make recommendations for changes to Site Plan Review criteria and changes to the Subdivision Rules and Regulations to encourage contextual design of Complete Streets policies respecting the presence of important scenic, cultural, environmental and historic resources.

~~The town shall maintain a comprehensive inventory of pedestrian and bicycle facility infrastructure that will highlight projects that eliminate gaps in the sidewalk and bikeway network.~~

The Town of Falmouth shall approach every transportation project or program as an opportunity to improve roadways and the overall transportation network for all users.

The Town of Falmouth will prioritize and implement recommended improvements under the Americans with Disabilities Act Transition Plan.

Approved projects meeting the requirements of this Complete Streets Policy will be incorporated into the Town's Capital Improvement Plan.

The Town of Falmouth will ensure the availability of training for pertinent staff and decision-makers on the content of Complete Streets principles and best practices.

**The town will incorporate inter-department and committee coordination to promote the most responsible and efficient use of resources for activities within the public way.**

**The town will seek out appropriate sources of funding and grants for implementation of Complete Street policies.**

This policy was adopted by the Board of Selectmen at a public meeting on \_\_\_\_\_, 2019.

\_\_\_\_\_  
Megan English-Braga Chairman, Board of Selectmen

\_\_\_\_\_  
Date

\_\_\_\_\_  
Julian M. Suso  
Town manager

\_\_\_\_\_  
Date

**2020 ANNUAL LICENSE RENEWALS**

**ALL ALCOHOL RESTAURANT**

La Cucina sul Mare, 237 Main Street  
The Black Dog Heights Café, 465 Grand Avenue  
The Pizza Bar, 146 Sandwich Road

**ALL ALCOHOL PACKAGE STORE**

Kappy's, 21 Spring Bars Road

**COMMON VICTUALLER LICENSE**

La Cucina sul Mare, 237 Main Street  
The Black Dog Heights Café, 465 Grand Avenue  
The Pizza Bar, 146 Sandwich Road  
LBK, dba Burger King, 111 Teaticket Highway  
Eat Your Heart Out Café & Gourmet Market, 587 Main Street  
Cupcake Charlie's, 153 Main Street  
The Buffalo Jump, 277 Hatchville Road  
Martha's, 281 Main Street  
Peel Pizza, 31 Teaticket Highway  
Subway, 137 Teaticket Highway

**INNHOLDER LICENSE.**

Shoreway Acres, 59 Shore Street

**ENTERTAINMENT**

La Cucina sul Mare, 237 Main Street  
The Pizza Bar, 146 Sandwich Road

**SUNDAY ENTERTAINMENT**

La Cucina sul Mare, 237 Main Street

**USED CAR DEALERS – Class I, II, & III**

Rte. 28 Auto Center, 550 East Falmouth Highway  
Battles Used Cars & Trucks, 14 Depot Avenue  
Falmouth Motorcar, 716 Teaticket Highway

**LIVERY/LIMO LICENSE**

NeveRest Limo & Van Service, 33 Village Common Drive

The minutes of the Joint Meeting with the Planning Board on October 21, 2019 have been edited as requested by the Board of Selectmen during its meeting on 11/25/19.

**TOWN OF FALMOUTH**  
**BOARD OF SELECTMEN**  
**Meeting Minutes**  
**MONDAY, OCTOBER 21, 2019**  
**SELECTMEN'S MEETING ROOM**  
**TOWN HALL**

59 TOWN HALL SQUARE, FALMOUTH, MA 02540

**JOINT MEETING – BOARD OF SELECTMEN – PLANNING BOARD**

Present: Megan English Braga, Chairperson; Doug Brown, Vice Chair; Susan Moran; Doug Jones; Sam Patterson.  
Planning Board: Patricia Kerfoot, Chairman, Paul Dreyer, Robert Leary, John Druley, Robert Leary, Jim Fox, Pamela Harting-Barrat; Charlotte Harris, Vice Chair.

Others present: Julian Suso, Town Manager; Peter Johnson-Staub, Assistant Town Manager; Tom Bott, Town Planner; Corey Pacheco, Assistant Town Planner.

1. Chair Braga called the BOS open session to Order at 7 p.m. Planning Board Chair Kerfoot called the Planning Board meeting to order.
2. Pledge of Allegiance

**BUSINESS**

1. Transportation and Traffic

- a. Who is in charge of transportation policies and decisions?

The Planning Board noted that no one knew who made decisions on the policy level that other boards can make it happen.

Ms. English Braga noted there are lots of folks who touch upon this issue. Also working with the State, they have a level of approval as well. Setting the policies at the local level, the Transportation Management Committee has not been active for a long time.

Chair Kerfoot asked if a subcommittee who would investigate and report to the Board of Selectmen (BOS) various options and touch base with all the committees. Meet with those who have been assigned the priorities and see if they agree with those priorities.

Tom Bott noted that whether a road is public or private, they be developed to that standard.

The BOS noted there is a public education component as well.

Mr. Suso said they will update the BOS in the next couple months.

Grant Walker, Philadelphia St., Town Meeting Member, asked the BOS to consider the Energy Committee, a number of people with great expertise regarding grants and other programs.

- b. Complete Streets

The packet includes information from Ray Jack. The Town has not adopted this as of this time.

Mr. Jack noted this was a State initiative, has wide support. Three tiered program which includes having a policy in place, acknowledged, voted, and signed by the Town Manager. There are 10 elements of complete streets listed in the packet. The draft as written meets those requirements. Once accepted by the State it makes the Town eligible for other programs. It is a complex process, when prioritizing it looks at all transportation forms. Then constructability of the projects, Town would need to submit at least 5 projects to the State. The Town's commitment once adopted, it is

about transportation, Town wide way finding, trying to take a lot of complex issues and incorporate into all planning initiatives. Mr. Jack's draft would be what the BOS would consider adopting. Complete Streets program is not rigid, recognizes each situation is complete. There is an exemption where if the costs of the overall project is high in order (20%) to incorporated complete streets, than the Town can refuse to do that. Grant money will not be there very long; allocated \$16 million overall, eventually they will run out of money. State officials have said not to expect money to come back. Embarking on an ADA transition plan: pathways, signalization review for ADA compatibility. An overriding theme will be the ADA component. For program initiation and implementation would not require additional staffing, would engage a consultant that the Town would pay. Chapter 91 has \$1.2 million cap on reimbursement, different for each community; big element is the actual road miles the Town needs to maintain. This is what the Town has been working with along with supplemental funds in the plan.

Mr. Jack noted the Transportation Improvement Program run through the county; Cape Cod is one MPO. Federal money into the State for transportation gets channeled out through the MPOS; local transportation projects. Projects have gotten larger, various projects are in various phases.

Main Street project included as a whole, including Phase 3.

Mr. Jack noted the study did not look at the curb cuts, this needs to be reviewed. This would be free; if changing front of the landscape to benefit the Town, the cost is incorporated into the master plan.

Mr. Bott and staff have been to training on this topic.

Mr. Druley asked if it applies to private roads and would the BOS grant relief. Whatever regulations in place, they will review the regulations for complete street construction on any street.

Route 28 curb cut on the corner where the bank is, the one involved with the intersection seems like a problem. Mr. Jack noted that was a State project intersection, those curb cuts would have to go through zoning if there were to be any changes. Mr. Bott noted that the Planning Board looks at opportunities to get rid of curb cuts.

- c. Truck deliveries on Main Street; diversion of large vehicles from Main Street to Jones Road

Need to ask the businesses and know the impact on them before the BOS takes a position. The committee can work on getting that information.

Common Carrier plate is allowed to park in the street to deliver.

- d. Policies regarding parking: parking lots, shuttles

Mr. Leary reiterated the need for shuttle and parking lot. Idling is not good for area. This has been done in other communities, ex. Provincetown. FHS parking lot has buses parked, they should be utilized. He would like the committee to look at cost, staffing, equipment, charges.

The CCRTA provides the shuttle in Provincetown.

Mr. Bott presented slides via PowerPoint and Town meeting articles regarding purchase of land on Spring Bars Road and near the Town Common.

According to Mr. Suso, the Bank of America wants to keep the property together, so seeking Town Meeting approval for lease or purchase. Spring Bars Road would provide parking lot within walking distance of downtown attraction and beaches.

Mr. Suso reached out to CCRTA and will meet with Director Tom Cahir to discuss shuttle bus service and potential for adding these two sites to service.

Town Meeting Articles in November, hope to move forward if approved.

Article 11 regarding the Bank of America parcel, should the Town consider purchasing the entire property for parking and use of the Town building. Mr. Suso noted with amendment on Town Meeting Floor, could expand it to purchase of buildings and real estate.

Mr. Fox said you would have to take the entire bank, any expansion on that parcel you would need the back area for the septic. Spring Bars Rd., long term vision of walkways down to the water and having street face with nothing but parking is not designing for people, it is designing for cars which is older type planning.

Mr. Suso commented that this could happen in a year, development of Davis Straits is up to 10 years out, utilizing something there that can serve the Town's short term needs.

Also discussed was using trolleys to pick up passengers and take them to the beach and then their hotel, this could be done quickly. Mr. Leary likes the idea of leasing the land.

e. Current Status: Falmouth Transportation (Management) Committee

The Transportation Management Committee ceased to function, but there are active committees such as Traffic Advisory Committee, Bikeways and Pedestrian, Historical Commission, and Disability Commission that enact decisions based on inquiries. Final decision making is the BOS function as the Roadway Commissioners.

The BOS noted it makes sense to advertise openings and reappoint the Transportation Management Commission because it is charged with all that is being discussed. This commission can advise the BOS and have the ability to work with boards and relevant committees, and then make recommendations. The charge of the commission was reviewed. There is a belief that the commission disbanded because they would make a recommendation that would not then be adopted.

The BOS and Planning Board could propose an initial charge to get feedback on and be more directive so it is something relevant and they have been tasked to do.

The practical implementation could benefit looking at development through transportation management. It is crucial to look at the implication on traffic when large developments are planned.

Mr. Brown suggested considering 5 members instead of 7. They need to be able to interact with the DPW as well.

Chair English Braga noted there would be 2 at large; but they went with 7 to have the at large outweigh the appointed.

Mr. Dreyer thinks the committee is important. Mentioned Main Street wayfaring for certain vehicles such as delivery trucks, full dump trucks, large boats. Also a timing issue, possibly restrict deliveries. The committee will need technical expertise as well.

The makeup of the commission was discussed; the BOS has the ability to appoint nonvoting members of Town Staff to be professionals involved.

Discussed phasing the projects and choosing two topics to charge the commission with such as shuttle and offloading materials on Main Street.

Taking private streets was discussed and Mr. Suso noted that Mr. McLaughlin oversees it and works with Mr. McConarty; they have developed a list and streamlined the standards. It is a long list, when they get inquiries they are directed how to get in the queue. More money is needed for

it. Challenge is limited in how many roads they can take care of; they would need to contract the work out.

2. Housing

a. 40R Smart Growth Zoning Program and Land use as it effects transportation and housing

Mr. Bott provided a PowerPoint presentation. 40R is a complement to Form Base Code, under which uses are not so critical it is how the form meets function. Looking for a lack of uncertainty. Article 3 request to enlist consultant to help analyze Form Based Code, which is pictures and graphics. Form Based Code is zoning, if affirmative vote at Town Meeting, then hire consultant to write the code that will go back to Town Meeting for approval. 40 R can happen without Form Based Code and vice versa.

40R is a Housing Bylaw, voluntary, Town can decide where to do affordable housing and how they want it to play out. Various densities. Single Family dwelling 8 units per acre; 2-3 family 12 units per acre, up to 20 units per acre for multiple family. Affordability requirement of 20%. Direct funding from the State as an incentive payment based on District size. For every unit you build, State provides \$3,000 per unit density bonus payment to the Town. Eligibility for school cost reimbursement money (chapter 40S).

Mr. Jones noted the 40R is not limited to use with Form Base Code. Mr. Fox noted that Form Base Code has not adopted 40R. Mr. Bott noted that moving forward with Form Base Code, article on town meeting floor to fund the Form Base Code. They are not mutually exclusive.

Mr. Johnson-Staub explained that in both cases, these are not adopted for the whole town all at once. You pick a number of parcels and apply FBC or 40S to a specific place. Mr. Bott noted looking at this in the Davis Straits area, an area of concentrated development.

At least 20% of the entire district must be affordable.

Mr. Bott reviewed the process, consult with DHCD, and then to Town to review with BOS and other committees. The town reaps benefit of private development by receiving the incentive payments.

The development has to occur within three years or they ask for the incentive payment back.

The Town typically subsidizes about \$50-60,000 per unit, so the relative value of the incentive payments is low.

Mr. Bott reviewed the process and how to participate.

Ms. Moran would like the community to be walkable to home and work.

Mixed use development with storefronts/offices in the front with higher density housing behind that.

Mr. Leary noted with Form Based Code, not limited to what zoning allows at this time, could have other higher wage jobs that go into the mixed use development.

Under 40R there is a 40S compliment of School Cost Reimbursement, formula for additional funding to address impact on schools. Max incentive payment is \$600,000 that is an annual payment.

Reviewed other Town projects around the State.

Mr. Fox asked if restrictions on 40R if accept the 600k payment. 51% of the area developed must be for housing. May put together mix of units. If you do a 40B, having conversations with the Sate

that they have done their housing plan. No provision under 40R that says how many bedrooms per unit, as 40B does.

The BOS has talked about affordable housing, greatest crisis is cannot support new, younger folks to live here; there are not enough rentals or sales on the market even for people who have the funds.

Mr. Jones likes the 40R, puts more control in the Town's hands than the 40B does.

Ms. Harris noted the reason we have no affordable housing because as a community we do not want affordable housing. It was community preservation money and bonding for open space; how much do you want for affordable housing.

Town needs influx of young folks who are raising their families here in Town. Need to have a range of living situations.

Mr. Druley said they are working on an apt bylaw, needs to be 100% housing, done by right in the districts the Town wants them in and 100% of units would count.

Mr. Johnson-Staub noted the housing production plan recommended working on zoning, based on how the zoning initiatives move forward and money able to put in it will tell us where our priority is with affordable housing. A concern about bonding, may be about the capacity to manage the outflow of money. Zoning could stimulate private housing and development.

Mr. Brown is interested in the redevelopment plan to get a lot of units and not have it be a monstrosity.

Ms. Barratt said cannot expect developers to come in and build and say it is one of the worst towns to build in. Why not take a structure that exists and let developer redo it to make multi-family units. Suggested a vacant area nursing home may be housing for summer workforce.

The appeals process, under 40R appeal process requires the appellant to post a bond for potential damages for what you're appealing. Davis Straits Zoning will be Form Based Code and 40R is the vehicle for that. Work out best when there is a developer looking at the property, need to have that outreach to developers.

Mr. Druley noted the Planning Board is looking at different venues to increase housing in Town, which will need to be approved by Town Meeting.

The community needs to be on board for these projects.

The Housing Summit defined who these people are who need affordable housing, including teachers, fire fighters, and police officers.

Long range planning is needed, but also need to look at existing housing. Consider accessory apartments, basement apartment egress issues become expensive. Could there be some program to provide low or no interest loans for accessory apartments.

Mr. Fox noted some local banks will take the accessory apartments and the bank will fund it.

Mr. Bott noted home program to help with low interest loans that you don't have pay back until you sell the house, up to \$50,000, 0% interest, and pay it back when you sell the house.

Local housing groups have gone in front of the Planning Board with land swaps, he would like to see groups like that purchase existing housing for sale, funding existing housing stock, it may take some pressure off the fact that a lot of housing is being bought by second home owners.

Chair English Braga noted they had talked about in the new year picking one of these things to brainstorm and coming out with a product that moves the process forward in a way that allows various entities working on these issues to have a clearer path forward.

Ms. Kerfoot noted looking at rezoning for the Davis Straits reset program. Salt Sea Apartments, if rezoned, could get more apartments there for elderly. Maybe go to second story with younger people living on upper floors. That may be able to be done more rapidly to make a change in this Town. Housing authority owns the apartments. The reset will take ten years or more.

On rare occasions they do tax takings, usually on undevelopable land.

Mr. Brown would like to learn what the current conditions of the housing authority inventory and how many are vacant due to disrepair. Any opportunity that may be there. Ms. Kerfoot would like to be notified so that they can continue the conversation. Could be at a future joint meeting.

3. Other
4. Adjourn

**Mr. Jones motion to adjourn the BOS meeting at 9:40 p.m. Second Mr. Patterson. Vote: Yes-5. No-0.**

**Mr. Dryer motion to adjourn the Planning Board meeting. Second Mr. Leary. Vote: Yes-8. No-0.**

Respectfully Submitted,

Jennifer Chaves  
Recording Secretary

## REPORT

TO: Board of Selectmen

FROM: Julian M. Suso



DATE: December 13, 2019

- The Board will convene at 6PM in executive session to hear a status report on the matter of Lyberty Green and on the collective bargaining status of an AFSCME Unit A bargaining agreement.
- Selectmen are asked to renew the 3-year appointment of Victoria Rose as Town Accountant. Vicky has been an extraordinary staff professional, working collaboratively with all departments and very ably supporting this critical finance/accounting function within the Finance Department.
- Gregg Fraser will be in attendance for an Announcement of the Falmouth Marina receiving a 2019 Boaters Choice Award, a very coveted award which I understand is received by only a small number of public marinas!
- Selectmen will be conducting multiple interviews for the Transportation Management Committee as well as other entities.
- Wastewater Superintendent Amy Lowell will be presenting a power point status update on the planned Grinder Pump partial payment which the Board of Selectmen had identified prior to the initiation of the Little Pond wastewater process.
- EverSource representatives will have a return visit to update on their status as well as planned 2020 projects.
- The Board will be acting upon the proposed Complete Streets Policy. As you know, we have now received “conflicting” suggestions on potential amendments to this original proposed Policy. I would only respectfully suggest that Selectmen recognize that the Complete Streets Policy is a tool to specifically facilitate the purpose of both the Board of Selectmen and the Planning Board – both boards elected town wide and with the broad perspective of serving the interest of the entire community.
- Monday evening is the Board’s final meeting of this calendar year. Be advised that Town Hall and Town administrative offices will be closed on Wednesday, December 25 and Wednesday, January 1 for the Christmas and New Year’s Holidays. Your next regular business meeting – for the annual purpose of presenting to you the proposed FY21 Appropriations Budget – is scheduled for Monday, January 6.