

Town of Falmouth Select Board
Regular Meeting
Open Meeting Minutes
Monday, May 5, 2025, 6:30 PM
Select Board Meeting Room
Town Hall
59 Town Hall Square, Falmouth, MA 02540

Select Board:

Present: Nancy Robbins Taylor, Chair; Edwin (Scott) Zylinski II, Vice-Chair; Douglas C. Brown; Robert P. Mascali; Heather M. H. Goldstone

Absent: None

Others present: Mike Renshaw, Town Manager; Peter Johnson-Staub, Assistant Town Manager

OPEN SESSION – 6:00 PM

Call to order: By Chair Nancy Taylor

Chair Taylor called for a motion to go into Executive Session to discuss strategy with respect to collective bargaining – Communications Officers - AFSCME Council 93, Unit C

Motion by Mr. Zylinski: So moved

Second: Ms. Goldstone

Roll call vote:

Zylinski: Aye

Mascali: Aye

Goldstone: Aye

Brown: Aye

Taylor: Aye

EXECUTIVE SESSION - 6:00 PM

- a. M.G.L. c. 30A s. 21(a)(3) – To discuss strategy with respect to collective bargaining – Communications Officers - AFSCME Council 93, Unit C

OPEN SESSION - 6:30 PM

Call to Order: By Chair Taylor saying the Board was returning from Executive Session.

Pledge of Allegiance: Led by Select Board

Proclamation:

Falmouth Chamber of Commerce - 2025 Outstanding Citizen of the Year - Kathy Walrath

Mr. Mascali read out the proclamation in its entirety contained in the Select Board packet.

Town of Falmouth Juneteenth Community Proclamation

Chair Taylor recognized the presence of Charles Evan and Paul Glass at the meeting. Mr. Brown read out the proclamation in its entirety contained in the Select Board packet.

Recognition:

Ms. Goldstone recognized the pedestrian and bikeway committee for its reopening of the bikeway event on Sunday.

Announcements:

- Mr. Mascali announced the Chamber of Commerce meeting Thursday at the Seacrest.
- Mr. Brown announced the police gala on Friday at the Seacrest.
- Ms. Goldstone announced Juneteenth celebrations with the kickoff on May 17 and the need for volunteers for the after-prom celebration on May 17.

Public Comment:

Peter McConarty, DPW Director, provided an update on where to get information about the Trotting Park baseball fields, and then focused on the status of the drinking water situation at Long Pond. He included information about groundwater sampling and monitoring. He said there would be a community forum on May 22 at the Lawrence School.

COMMITTEE INTERVIEWS

Interview and consider a vote to appoint committee members

Conservation Commission: Ronald Bowman

Mr. Brown said he appreciated another contractor getting involved in regulatory matters.

Ms. Goldstone asked what prompted his application. Mr. Bowman said he grew up in Falmouth and feels it's important to protect and preserve the environment. He said he also feels it's important to give back.

Motion by Mr. Mascali: To appoint the applicant Ronald Bowman to fill an alternate member vacancy on the conservation commission with a term that expires June 30, 2026

Second: Mr. Brown

Vote: Yes – 5 No - 0

Human Services Committee - William Hough

Mr. Brown thanked Mr. Hough for getting involved. Mr. Mascali said he would be a welcome addition to any committee in Town.

Motion by Mr. Mascali: To appoint William Hough to a position on the human services committee to fill the vacancy with a term ending with June 30, 2027.

Second: Mr. Brown

Vote: Yes – 5 No - 0

Short-Term Rental Advisory Committee: Kara Foley (licensed realtor position)

Mr. Brown said Ms. Foley had participated on the working group and would be a great addition to the committee.

Ms. Goldstone asked for Ms. Foley's view on short term rentals in terms of benefit or detriment to the Town. Ms. Foley said more information is needed to know more precisely what is going on. Mr. Brown said that is accurate.

Motion by Ms. Goldstone: To appoint Kara Foley to the licensed realtor position on the short-term rental advisory committee

Second: Mr. Zylinski

Vote: Yes – 5 No - 0

PUBLIC HEARINGS

Consider a vote to approve an application by Megansett Circle, Inc. d/b/a Daily Brew for an All-Alcoholic Beverages Restaurant license to be exercised at 412 North Falmouth Highway, North Falmouth

Mr. Zylinski read out the hearing notice.

Attorney Kevin Klauer, on behalf of the applicants/owners, John and Kathryn Hickey, reviewed the details of the application.

Ms. Goldstone asked about the proposed manager's (Sarah Hannon) experience with liquor licenses. Atty. Klauer said Ms. Hannon has not been the manager of record at a prior establishment, but you have to start somewhere.

Mr. Brown noted Ms. Hannon's work at Daily Brew and other establishments, seeking confirmation that this position would now be a full-time occupation. Atty. Klauer said yes, and that there have been conversations about the responsibility that comes with being a full-time manager for a liquor license.

Public comment:

Nancy Weaner Bisienere – said they have met with the Hickeys several times and were invited into the lounge to see what was happening there, which was very nice – said her parents would be pleased with the operation and would support the music and having the license – said it would enhance the property and hoped the Board would support it.

Mr. Zylinski asked what Ms. Bisienere’s impression of Ms. Hannon was. Ms. Bisienere said Ms. Hannon has been open, friendly, and down to earth, and has been impressed with what she is doing so far. She said what they have been doing with the property is a definite plus.

Motion by Mr. Zylinski: To close the hearing Second: Ms. Goldstone Vote: Yes – 5 No - 0

Motion by Mr. Zylinski: To approve the application for the all-alcoholic beverages restaurant license – Megansett Circle, Inc. d/b/a Daily Brew, to be executed at 412 North Falmouth Highway, North Falmouth as presented Second: Mr. Brown Vote: Yes – 5 No - 0

BUSINESS

Update - Cape and Islands District Attorney - Robert J. Galibois

Attorney Galibois updated the Board on the following topics:

Child Emergency Response Team (CERT)– [Chair Taylor asked for clarification of the process for mandated reporting, including the DCF]; human trafficking; fentanyl and the dangerousness statute; Cape Cod Healthcare and Critical Incident Management Systems (CIMS); and addressing elder fraud.

Mr. Mascali asked DA Galibois what he thinks has accounted for the reduction of non-lethal overdoses; the answer was the availability of NARCAN.

Mr. Brown asked if the previous shortfall in the DA’s office’s budget has been increased. Atty. Galibois provided financial information about his districts and the size of his budget compared with others in the state. He said he has worked hard to try to close the gap, but inequity still exists. Mr. Brown suggested two letters of support. Later he asked how the DA and Us meetings were going.

Chair Taylor commented positively on the Keep Them Coming Program and was happy to see it was still “alive and well.”

The Board briefly discussed the process for receiving information from DA Galibois, reviewing it, and having the town manager’s office prepare a letter of support for the Select Board meeting on May 19.

Presentation - Update on Barnstable County's activities/programs - Michael Dutton, County Administrator

Mr. Dutton said he would update the Board on 4 things: outline the role of the county as it’s described in the Barnstable County Charter, give an idea of what the county provides in terms of regional services (including environmental, education, fire training, hazardous waste, and health and wellness, for example), an update on ongoing issues, and where the county is going from here. His report included many details on the four areas of information about the county. He also highlighted the many challenges related to dredging and permitting. He included the news that AmeriCorps federal funding has been cut, but the county will continue with its portion for the next three months and will devise a plan for next year.

Mr. Brown said he understood the frustration about entities that don’t get their work done. He suggested that the county draft a letter proposing a change to the management system where long delays in approvals have a negative impact on the project itself. He suggested that other towns would sign such a letter. Mr. Dutton agreed and said he would follow up on that idea.

Mr. Mascali asked for an update on the housing situation on the county level. Mr. Dutton gave details about the creation of a working group voted by the County Commissioner and Assembly of Delegates. He said he is currently

meeting with town managers to review the regional housing initiative and will follow up on those meetings. He said he hoped some specific ideas would come out of the working group.

Mr. Zylinski asked for a restatement of the percentage of usable spoils included in the report. Mr. Zylinski asked if the percentage was 98%. Mr. Dutton said he could provide the exact figure, but it was somewhere in the area of 98%, which included the history of the dredge.

Ms. Goldstone asked if pond water testing has come up with other towns. Mr. Dutton said that fresh water is customarily managed through the Cape Cod Commission, and that that agency will likely expand to include more ponds to get a broader picture of what is affecting them.

Consider a vote to approve a request for a variance to Sign Code §184-25 and 184-26: for the installation of a new sign with an embedded electronic message board sign at the entrance to the Department of Public Works, 416 Gifford Street

Mr. Renshaw provided a brief overview of the item and then introduced Peter McConarty, DPW Director, for the presentation. Mr. McConarty summarized the information that was provided in the Select Board packet regarding the property and the details of the signage. He said it would be for public safety purposes.

Chair Taylor asked the following: “If it is for public safety, it does not need a variance?” Mr. McConarty explained how the digital portion of the sign would be within the sign code and no variance would be needed. It was clarified that the digital portion was being used for public safety so the Board was being asked to affirm this.

Mr. Mascali asked what would happen if the Board did not approve this. Mr. McConarty said they would ask for a variance to Section 184-25 for the free-standing sign, and 184-26, which is for animated signs. He said the sign will not be animated but will be lit.

Mr. Renshaw then explained that the public safety component, which would require no variance, would simplify things, but that the agenda item does seek a variance if necessary.

Ms. Goldstone referred to the Exceptions Clause regarding public safety and would make a motion to approve with some additions.

Motion by Ms. Goldstone: To approve the Department of Public Works request that the content of the embedded digital message board portion of the sign is considered to be for public safety and welfare and pursuant to the function of the Department of Public Works and therefore meets Sign Code 184-9 Exceptions Second: Mr. Zylinski

Mr. Brown asked if the alerts could also appear on the DPW website. Mr. McConarty said the programs are not connected, but their intention, he said, is to have it reflected on both signs, which they should be able to do internally. Mr. Brown commented that the sign looked like it was close to the road. Mr. McConarty explained the challenges with signs at the DPW property, and that they would use a mobile sign first to get a sense of the actual placement that works best.

Vote: Yes – 5 No - 0

Consider a request from Falmouth Art Market for a waiver of the special event permit fee for the Art Market at Marina Park on Thursdays from 6/26/25 - 10/9/25

Mr. Renshaw orally reviewed the request for the Board, referring to the *Item Report* (Item: 6.d) in the Select Board packet. He included past actions of the Board regarding this request.

Sarah Glover, the coordinator of the Art Market, was present. Mr. Brown said he had a question about lawn maintenance at the venue. Mr. Renshaw said he wasn’t aware of any particular complaints but would monitor it and address any issues that come up. Mr. Brown mentioned where cars might park if it is raining. Ms. Glover said the market doesn’t occur if there is rain.

Motion by Ms. Goldstone: To approve the request from Falmouth Art Market to waive the special event permit fee for the Art Market at Marina Park from June 26 to October 9, 2025
Second: Mr. Mascali **Vote: Yes – 5 No - 0**

Report/presentation of the draft of the Select Board handbook

Chair Taylor asked for comments or suggestions from the Board on the draft prepared by Mr. Mascali.

Mr. Brown said one thing possibly missing was responsibilities of the chair and he wondered if it should include engaging the public, answering questions, but by email or otherwise. Mr. Mascali said he viewed this process as one that will occur over time and would then include the new Board after the election. He also raised the possibility that a handbook might not be necessary. He mentioned an on-boarding packet and other orientation materials for new members that contain useful information. He suggested that Board members review the draft, make edits, and send any ideas to him, and said again that it will be a process before they get to a final decision on a document.

Chair Taylor addressed the issue of the chair communicating via email and when it is appropriate to do so, and when to “reply all.” She said she thought the draft is a really good start and has noted some suggestions. One specific suggestion is on p. 5 regarding members voting their conviction and avoiding bias, where she thought inserting some language about conflict of interest would be useful. She said she would like to see development in the section about relationship with the Town Manager. She agreed it’s ongoing but reiterated it’s a great start.

Ms. Goldstone said much of the language of the draft collated what is in the law or other documents such as the Charter. She said she would love to see the handbook include more unstated standard operating procedures that go beyond what is stated elsewhere. She agreed that it is an ongoing process that will reflect a consensus of the Board.

Mr. Zylinski asked if the draft was modeled after other towns’ documents or was it “purely organic.” Mr. Mascali said he checked a few towns, but also said this draft was consistent with Falmouth’s Charter.

Mr. Brown said he appreciated the good start. Chair Taylor asked Board members to send any edits to Mr. Mascali.

Discuss the impacts of the proposed MassDevelopment study to examine the feasibility of moving the Cape Cod Gateway Airport to Joint Base Cape Cod

Mr. Renshaw orally reviewed the details of the issue for the Board, referring to the *Item Report* (Item: 6.f) in the Select Board packet. He said he is seeking direction from the Board regarding the request from the Barnstable Town Council.

Greg Dubin, resident of Ballymeade, summarized multiple concerns related to construction in the area. Concerns included increased traffic, noise from air traffic, construction issues, beach impact, runway length, diverted flights from Logan, air traffic safety, issues related to combined military and civilian operation, and degradation of property values.

Board discussion included these points:

- Concern over increased volume of people on the Cape
- Environmental issues and potential contamination
- Management of a military base and potential conflict of a military mission combined with civilian use
- Lack of transportation in area
- Impact on housing
- If one letter is sufficient to trigger a feasibility study, and which questions the study would address and in what context

Mr. Renshaw provided more details on the issue, but said he could not address the questions posed by the Board. He said he would continue to try to get more information from Mass Development.

Mr. Mascali said it is too soon to oppose anything or take a position at this point. He supported registering the stated concerns and following the matter closely. Mr. Renshaw agreed and said that the item called for no action beyond discussion. Chair Taylor said it is important to stay informed.

Mr. Zylinski said he thinks there is enough information. He voiced concerns about water degradation in the area and said he would be a “hard no” to have an airport at JBCC.

Mr. Brown said he would like to send a letter citing concerns about the environment and military mission conflict to let them know they have serious concerns. Chair Taylor clarified that the letter would not be about the feasibility study but rather concerns over potential negative impacts of an airport in the area. Ms. Goldstone supported a letter about the feasibility study and the inability to get answers thus far. She said there was a need for more information and answers to questions due to the impact of the project on multiple towns. Mr. Mascali agreed that registering the listed concerns and letting them know we’re interested and watching is important.

Chair Taylor asked if there was consensus on the Board to draft a letter. Mr. Renshaw clarified that the letter would outline the concerns in general and request additional detail regarding the status of Barnstable’s request. Mr. Brown said that after more information, the Board would know more and could then take a position.

CONSENT AGENDA - 8:15 PM

a. Licenses

- 1) Consider a vote to approve an application for a Sunday Entertainment License - Buzzards Bay Coalition - MBL, Swope Center, 5 North Street, Woods Hole - Sunday, 10/5/25 - 1:00 p.m. to 5:00 p.m.

b. Administrative Orders

- 1) Consider a vote to approve the petition by NSTAR Electric Company d/b/a Eversource Energy and Verizon New England, Inc. for permission to install 2 new JO poles to be labeled 25/41.5 approximately 50' (feet) west of existing pole 25/42 and 25/42.5 approximately 25' (feet) west of existing pole 25/43 and to relocate existing JO pole 25/42 approximately 20' (feet) west of its existing location. These pole locations are necessary to provide electric service to #556 Main Street.
- 2) Consider a vote to approve a request for variance to Sign Code §184-32 Off-Premises Signs - Buzzards Bay Coalition - Buzzards Bay Watershed Ride event signs in Woods Hole - Sunday, 10/5/25
- 3) Accept the FY25 Wellness Grant in the amount of \$600.00 from Cape Cod Municipal Health Group to the Human Resources Department grant account
- 4) Accept the following donations from local businesses to be used as raffle prizes at the annual Health & Benefits Fair:
 - \$100 gift card to the Island Queen
 - Two \$50 gift cards to Crabapples Restaurant
 - Four \$25 gift cards to Jim’s Clam Shack
 - Two \$25 gift cards to Ghelfi’s Candies
 - Kitchen Faucet from Ferguson
- 5) Consider a vote to appoint Inspectors of Animals: Scott McGann, Catherine Poquette, Chloe Eressy, Molly Masson
- 6) Consider a vote to authorize Marine and Environmental Services to file a 2025 Seaport Economic Council Grant Application

Chair Taylor held Administrative Orders - #1.

Motion by Mr. Zylinski: To move the Consent Agenda with the exception of Administrative Orders #1 held by the chair **Second: Mr. Brown** **Vote: Yes – 5 No – 0**

Ms. Goldstone thanked the town manager for the additional information about the Marine and Environmental Services grant.

Administrative Orders #1 – Chair Taylor asked for more information about the issue. Mr. Renshaw orally reviewed the details of the issue for the Board, referring to the *Item Report* (Item: 7.b.1) in the Select Board packet. He said the issue was reviewed earlier today with the DPW director focusing on how many poles would be positioned in a relatively small area (8 poles in a 250 ft. area). He said there would be more contact with Eversource before a decision would be sought from the Board.

Chair Taylor said the item would be tabled until more information was available.

MINUTES

Review and consider a vote to approve minutes of meetings:

Public Sessions - August 22, 2022; August 27, 2022 and April 22, 2025

Motion by Mr. Brown: To approve **Second: Mr. Zylinski**

Mr. Mascali noted that although he was not on the Board in 2022, Town Counsel has advised that a vote indicates support of the process and that it was handled properly.

Vote: Yes – 5 No - 0

TOWN MANAGER'S SUPPLEMENTAL REPORT

Mr. Renshaw reported on the following:

- Updates on the Hatchville Fire Station opening and the implementation and launch of the new computer aided dispatcher (CAD) system and station alerting system
- Staffing updates on the 6-station model, including information on staffing at the beginning of a shift
- Information about West Falmouth Fire Station 4 regarding a feasibility study for expansion

Mr. Mascali asked about adding a Select Board meeting in early June. Mr. Renshaw said he would bring a revised meeting calendar with suggested dates to the May 19 meeting for discussion.

SELECT BOARD REPORTS

Ms. Goldstone reported on the following:

- Attended the freshwater pond advisory committee meeting

Mr. Brown reported on the following:

- Would be meeting with the municipal leaders group meeting on Nantucket on Friday to look at composting

ADJOURN

Motion by Mr. Mascali: To adjourn **Second: Ms. Goldstone** **Vote: Yes – 5 No - 0**

Respectfully submitted,
Carole Sutherland, Recording Secretary