<u>TOWN OF FALMOUTH</u>
<u>SELECT BOARD</u>
AGENDA
MONDAY, DECEMBER 1, 2025 – 6:30 P.M.
SELECT BOARD MEETING ROOM
TOWN HALL
59 TOWN HALL SQUARE, FALMOUTH, MA 02540

The Select Board may discuss and vote appropriate action on any item listed on this Agenda unless a different disposition is noted. At the discretion of the Chair, agenda items may be taken out of order.

Present: Robert P. Mascali, Chair; Heather M. H. Goldstone, Vice Chair; Douglas C. Brown; Jack Richardson; Colin W. Reed
Others present: Mike Renshaw, Town Manager; Peter Johnson-Staub, Assistant Town Manger; Maura O'Keefe, Town Counsel

1. OPEN SESSION

<u>Call to Order:</u> By Chair Robert P. Mascali at 6:30 p.m.

<u>Pledge of Allegiance</u>: Led by Select Board

<u>Recognition:</u> Mr. Brown recognized the Falmouth Service Center and its volunteers regarding the turkey donations.

<u>Announcements:</u> Mr. Mascali announced that the Select Board will meet on Saturday, December 6th from 9am-1pm for its third Strategic Planning session. Also, on behalf of the Falmouth Chamber of Commerce, he announced that it is Holiday by the Sea weekend.

<u>Public Comment:</u>

Ellie Costa, President of the Board of Director for Farming Falmouth, invited everyone to attend discussions in the months of January, February, March, and April regarding key potential items to address the food system in Falmouth. In May, the goal is to hold a summit with Town government and other stakeholders.

Dave Moriarty noted that there is a Planning Board meeting on December 9th regarding the three solar fields arrays proposed in Hatchville. There are many items which should be considered at that meeting. He is concerned that no containment is proposed for potential toxic chemicals on the site.

Barbara Schneider stated that a group recently met at the Waquoit Congregational Church to prepare 50 turkey dinners and 70 deli sandwich dinners which were delivered to some of the homeless people in Town. There is a great effort being made and everyone should step up to help.

Alan Robinson, representing Litter Free Falmouth, stated that the group along with others in Town are organizing the sixth annual Townwide Litter Cleanup during the weekend of December 12-13.

2. CONSENT AGENDA

a. Licenses

1) Discuss and consider a vote to approve the application by Aquatic Brewing, LLC for a Change of Manager to its Farmer Brewery Pouring License located at 661 Main Street, Unit A, Falmouth

2) Discuss and consider the application by Bad Martha's Brewery, LLC, for a Change of Manager for its Farmer Brewery/Farmer Winery Pouring Licenses located at 876 East Falmouth Highway

3) Consider a vote to approve the application by West Falmouth Library at 575 West Falmouth Highway for a Special Wine & Malt Beverages License on December 5, 2025, from 6:00 pm to 8:00 pm for the Annual Tree Lighting

b. Administrative Orders

1) Consider a vote to accept a donation of material and labor for Matt Sousa parcel dirt roadway

2) Consider a vote to authorize the Coastal Resilience Division (DPW) to submit a grant application to the MA Executive Office of Energy and Environmental Affairs (EEA) for an MVP 2.0 grant AND sign a Letter of Commitment in support of the grant application

3) Consider a vote to accept a donation from the Marino Foundation to the Falmouth Fire Rescue Department in the amount of $500.00

Motion by Dr. Goldstone: To approve the Consent Agenda. Second: Mr. Reed.
Vote: Yes – 5 No – 0

3. COMMITTEE INTERVIEWS

a. Interview and consider a vote to appoint committee members:

1) Energy Committee - Miles O'Brien

The Board interviewed Miles O'Brien.

Motion by Mr. Mascali: To appoint Miles O'Brien to the Energy Committee for a term ending June 30, 2028. Second: Mr. Richardson.
Vote: Yes – 5 No – 0

2) Freshwater Ponds Advisory Committee - Matthew Long

The Board interviewed Matthew Long.

Motion by Dr. Goldstone: To appoint Matthew Long to the Freshwater Ponds Advisory Committee for a term ending June 30, 2027. Second: Mr. Richardson.

Vote: Yes – 5 No – 0

4. PUBLIC HEARINGS

a. Hearing to discuss, consider and vote proposed changes in fees for 2026

Dr. Goldstone read and opened the hearing at 6:51pm.

Mr. Renshaw explained that, toward the end of each calendar year, Town departments are directed to review their existing fee schedules and analyze whether the fees are adequate or if they need to be adjusted. The results of the departmental reviews and subsequent fee revision requests are then published in the local paper as a Public Hearing Notice, with a side-by-side comparison of present fees alongside any new proposed fee. The attached Public Hearing Notice lists proposed fee revisions from Beach Department, Inspectional Services/Building Department, Marine and Environmental Services Harbor Master/Waterways (MES), Police Department, Recreation Department, and the Select Board. Following the public hearing, and if approved and adopted by the Select Board, the new fee schedule will be effective on January 1, 2026.

Maggie Clayton, Beach Superintendent, reviewed the proposed fee changes:
<u>Swimming Lessons</u>
Per family $5.00 (remove family cap of $10.00 to be $5.00 total for however many children in a family for the 6 weeks, 4 days/week, 30 mins./day lessons; estimated revenue loss $655)

<u>Non-Resident Beach Parking Permit Stickers</u>
One Week $85.00 (up from $80; this fee has not increased since 2018; estimated revenue increase: $3,285)

Mr. Renshaw reviewed the proposed fee change for Inspectional Services, which is an increase from $50 to $100 for a Certificate of Inspection Late Fee (after expiration). This will bring the Town's fee structure better in line with nearby municipalities.

Gregg Fraser, Director of MES, reviewed the proposed fee changes, which include a $5 increase for mooring fees of all lengths. This will help to fully cover the large cost increase for dredging by the county. A second proposed change is an increase of $50.00 for the mooring demand/late fee. The Department annually has approximately 200 holders who do not pay their annual fees by the due date. This increase will hopefully get delinquent payers to adhere to the payment schedule set by the Town. Next is a proposed change to the transient wharfage fees. This will better reflect operations to address times when dockage is in high demand. Finally, a change to the seasonal wharfage fees of $3 per foot, which will ensure slip holders contribute to the electrical upgrades and anticipated dredging of Falmouth Harbor Inlet when needed.

For the Records Division of the Police Department, Lieutenant Cummings noted that, the fee charged for Taxi Operators Licenses has been $30.00 for several years, not $25.00 as listed on the fee schedule. The suggestion is that the fee for Solicitor be raised to $30.00 from $10.00. This fee would mirror the Hawker/Peddler fee which has a similar registration process for records.

Julie Williams-Tinkham, Recreation Director, explained that the fee schedule is proposed to be updated to more accurately reflect the way the Department charges fees. The first change is that the Department currently plays futsal in the gymnasium instead of indoor soccer. Secondly, the summer adventure program has an extended day fee and there was discussion regarding shifting the program to end at 3:30pm for all participants, leading to an extended day for all. In terms of the teen summer camp, this has not run in several years and the goal is to restart it. However, it will cost more money to run that program. A $300 fee is being proposed for a two-week teen program. This will be for 7th and 8th graders and requires more frequent field trips off campus. The sailing program cost is proposed to increase a bit. The golf program rate is given by the Falmouth Country Club, and they would like to charge $100. In terms of fees for the use of the building, the schedule was clarified to consider the use of the building during business hours for fee-based programs. The use of the building during non-business hours was also considered for a rental fee. Also, the Department has a wood floor covering which is time consuming to install and the proposed changes include a fee for installation. For field use, the schedule has been amended to consider those programs that have nonresidents as participants and a weekly fee. Finally, an administrative fee for third-party program processing of $5.

Mr. Richardson recognized Bob Buscher for all that he has done for the community in light of his recent passing.

Mr. Renshaw explained that the proposed changes to the Select Board fees include the actual cost of newspaper advertisements for various license applications.

Alan Robinson stated that there are no proposed changes to the DPW fee schedule, but the Solid Waste Advisory Committee has a goal of assessing the waste management fee structure to generate recommendations for possible modifications. In doing so, the Committee found that the fees for individual items are generally consistent with those in other Cape towns. The annual sticker fees of $40.00 for access to all elements of the Thomas Landers Rd. upper level and the Blacksmith Shop, Rd. leaf composting facility and the $10 fee for the swap shop were also found to be appropriate. The Committee developed three potential structural changes to the waste management fee structure. First, a sticker fee waiver process for members of the community with documented financial need. Second, a household vehicle sticker option at a reduced price to support patrons who have more than one car and would use the waste management facility or the swap shop with either of those cars. Third, a combined beach and waste management sticker at no discount, but to reduce the administrative processing time and cost. The rationales, means, and methods were included with the recommendations. The Committee submitted the findings and recommendations to the DPW Director and to the Town Manager on September 19th. The Committee never received acknowledgment of receipt of the 9/19 letter, nor was it contacted to discuss the recommendations. The Committee was disappointed to learn via the Board packet that none of its recommendations were incorporated into the fee structure.

Mr. Brown noted that the Committee is advisory to the Select Board. He suggested that recommendations from the Committee be sent to the Board in the future. Mr. Renshaw stated that the proposal was reviewed and concern was expressed regarding additional workload being placed on the Town Clerk's Office. He will work with the Committee on these recommendations moving forward.

Barbara Schneider stated that she has heard concern that the current sticker size is too large and having to stack stickers can lead to issues with visibility. She asked that a combination sticker be considered.

Motion by Dr. Goldstone: To close the public hearing at 7:18pm. Second: Mr. Richardson.
Vote: Yes – 5 No – 0

Mr. Reed asked about considering how to leverage some of these fees to close gaps in the budget. Mr. Renshaw agreed that the Town needs to consider how to identify creative additional revenue streams equitably.

Motion by Dr. Goldstone: To approve and adopt the 2026 revised fees as presented.
Second: Mr. Brown.
Vote: Yes – 5 No – 0

b. Hearing to consider whether to enact a regulation that creates a new class of license, the annual General On-Premises Arts & Cultural License, and to further establish the license fees for immediate effect

Dr. Goldstone read and opened the hearing at 7:21pm.

Mr. Renshaw explained that the General On-Premises Arts and Culture License is an annual license with two categories, All Alcoholic Beverages and Wine & Malt Beverages. The license will allow venues whose primary purpose is to display, produce, and promote the arts and culture in society to sell alcoholic beverages on a limited schedule. The qualified arts and culture businesses under this section will be:

1. A gallery or exhibition hall where works of art, including paintings, drawings, etchings, sculpture, pottery, handmade wearable art and other visual art media are placed on display. The gallery or exhibition hall may have such artwork or related items for sale.

2. A cultural venue where theater, dance, music or other performing arts productions are held.

3. A museum, library or historic building that displays or exhibits artistic, historic, scientific, natural or man-made objects of interest.

Under this regulation, licenses may be exercised for the greater of three (3) days per week or twelve (12) hours per week. The Select Board may allow additional hours at their discretion. The maximum number of Special One-Day Licenses permitted to a licensee annually is 30 events. The fee for this license is $25.00 per day for a total cost of $750.00 a year, not including filing fees. One business had to accommodate exceeding the state limit in 2025, incurring additional costs. Two others will come close to the limit before the end of 2025. The license fees in Barnstable are $750.00 for a Wine & Malt Beverages license and $1,000.00 for an All Alcoholic Beverages license. In other Cape Cod towns, General On-Premises license fees have been found to match the restaurant and hotel fees, approximately $1,700 to $1,800 annually. The proposed annual fees for Falmouth are $500.00 for a Wine & Malt Beverages license and $750.00 for an All Alcoholic Beverages license. An annual license would allow qualified arts and culture businesses to select events and dates for events based on public interest, rather than the number of Special One-Day Licenses permitted and associated costs.

Town Counsel O'Keefe noted that subsection D of the license lists a cap on hours of operation in order to make it clear that the focus of the business is not for alcohol service, but simply for special select events.

In response to a question from Tara Burke, Co-Executive Director Highfield Hall, Town Counsel O'Keefe stated that this cannot address the catering license change from the State. Over the summer, the ABCC clarified that the 12C license can only be used for private functions. The catering license is unavailable to those businesses open to the public. Ms. Burke asked the Select Board to consider writing to the State to push back on this new catering restriction. Mr. Mascali stated that this could be addressed as a future agenda item.

John Rest, on behalf of the College Light Opera Company, stated that the company puts on nine shows in nine weeks, with each week holding six performances. Alcohol is sold at all six performances. The 12 hour limit is generally okay, but a special event may exceed the 12 hour limit. He asked what the process is to exceed this limit or if the limit could be extended. Town Counsel O'Keefe suggested that applicants could request additional allowances for events for the Board to consider as conditions of approval.

Scott Pinkney, College Light Opera Company, thanked the Board for their consideration of this item.

Motion by Mr. Reed: To close the public hearing at 7:41pm. Second: Mr. Brown.
Vote: Yes – 5 No – 0

Mr. Richardson suggested changing the limit to 20 hours per week.

Motion by Mr. Richardson: To approve a new class of license, annual General On-Premises Arts & Cultural License, and to further establish the license fees as presented, which would be effective immediately, with an amendment to subsection D to strike "12" and replace it with "20 hours per week." Second: Mr. Reed.

<u>Discussion:</u>
Town Counsel O'Keefe stated that she believes this change would lead to a lot of restaurants installing a few paintings as a workaround to obtain the license. Dr. Goldstone stated that she believes there is enough information defining an arts & culture business that this would likely not be a concern. However, 14-15 hours per week may be more appropriate for an event license.

AMENDED Motion by Mr. Richardson: To approve a new class of license, annual General On-Premises Arts & Cultural License, and to further establish the license fees as presented,

which would be effective immediately, with an amendment to subsection D to strike "12" and replace it with "15 hours per week." Second: Mr. Brown.
Vote: Yes – 5 No – 0

c. Consider the request to name the Green Pond Bridge for Sgt. Joshua Tipton

Dr. Goldstone read and opened the hearing at 7:47pm.

Mr. Renshaw explained that, on June 5, 2024, Ms. Amanda Braga-Tipton, sister of late Sgt. Joshua Tipton (U.S. Army), submitted a written application to the Select Board Office requesting that the Select Board consider naming the Green Pond Bridge for Sgt. Joshua Tipton. Sgt. Tipton served in the U.S. Army for six years, including serving with the Combat Arms Readiness Brigade where he served as a Tanker. Tragically, Sgt. Joshua Tipton died by suicide. In accordance with Select Board policy, the Board initiated a one-year waiting period at its meeting on July 15, 2024. During its meeting on July 28, 2025, the Select Board designated one of its members, Mr. Reed, to seek input and advice of whichever department, board, committee, or commission oversees the public facility or place to be named and then report back to the full Board. Tonight, the Board is conducting a public hearing to hear the report from Mr. Reed, to seek input from the community, and to consider a vote to name the Green Pond Bridge for Sgt. Joshua Tipton.

Mr. Reed stated that he reached out to several in the community, along with the DPW Director to gain better understanding. Sgt. Tipton's story is a very compelling one.

Amanda Braga-Tipton, sister of late Sgt. Joshua Tipton, spoke about being grateful for the opportunity to potentially move forward with this. Out of this has been birthed a nonprofit to help in the sector of veteran and first responder suicide prevention and support for families who have experienced this tragedy.

Mr. Brown explained that Army Lieutenant Joe Vidal passed away on that bridge and this could be a reason to name the bridge after more than one person. He noted that he heard one suggestion to name it the Veterans Memorial Bridge, In Memory of Sgt. Joshua Tipton.

Motion by Mr. Reed: To close the public hearing at 7:52pm. Second: Dr. Goldstone.
Vote: Yes – 5 No – 0

Mr. Reed explained that he is approaching this as a way to consider combined recognition and a way to tie it to the great work of the Veterans Council. He suggested naming it the Invisible Wounds Bridge In Memory of Sgt. Joshua Tipton, with a target date of Memorial Day in conjunction with the Veterans Council. He stated that he believes this will improve awareness, help reduce stigma, and help to provide support and resources to those impacted. The next step would be to work through the exact wording with all associated parties. Ms. Braga-Tipton noted that she respectfully suggested this idea to Mr. Reed

Motion by Dr. Goldstone: To approve the request to name the Green Pond Bridge in memory of Sgt. Joshua Tipton and other Falmouth veterans with the naming to be

determined in consultation with stakeholders and subject to final Select Board approval.
Second: Mr. Reed.
Vote: Yes – 5 No – 0

5. BUSINESS

a. Report - Community Preservation Committee

Sandy Cuny, Chair of the Community Preservation Committee, presented the group's report.

b. Report - Waterways Committee

Joe Voci, Chair of the Waterways Committee, presented the group's report.

c. Report - Beach Committee

Barbara Schneider, Chair of the Beach Committee, and Joe Strazzulla, Vice Chair of the Beach Committee presented the group's report.

Dr. Goldstone asked if there is sufficient demand to have food truck full-time at additional locations around Town. Mr. Strazzulla stated that vendors were positively surprised regarding the constant demand for the service. Ms. Schneider stated that food trucks are a way of life. Allowing for them before or after hours is an idea being worked out with staff.

In response to a question from Mr. Reed, Ms. Schneider stated that food trucks have to bid and there is a set fee offered. This all goes to the Town, and the Beach Committee must request funds to come to it. Mr. Reed asked about the request to reinvest utilizing some of the revenues. Ms. Schneider stated that the Committee would like all of the funds, approximately $500,000 to go back toward investing in the beaches. Mr. Johnson-Staub noted that all local receipts revenue is part of the balanced budget estimates.

d. Receive and discuss an update on the Surf Drive beach nourishment feasibility study

Conor Ofsthun, Woods Hole Group, Inc., reviewed the Surf Drive beach nourishment feasibility study. This study developed a phased management approach to address vulnerabilities to the natural and built environment, so that use of the infrastructure could be maintained as long as physically possible. Beach and dune nourishment were evaluated as a near- to intermediate-term action for building resiliency to sea level rise, storm damage and coastal erosion. There are four alternative potential courses of action:

1. No action
2. Dune Restoration
3. Targeted Improvements
4. Dune Restoration & Phased Retreat

Mr. Ofsthun explained that with no action, a five-year storm would see undermining of the roadway and loss of the beach. A dune restoration project would allow the dune to protect against a five-year storm but will lead to be it being washed away. In the dune restoration and phased retreat option, the beach will be relatively preserved. In all options, reconstruction will likely be necessary within five years.

Dr. Goldstone asked how removing a lane of the road and building a larger dune, under the partial retreat with dune restoration option, is rated as more feasible than maximizing the dune without touching the road. Mr. Ofsthun explained that this was due to giving value to the storm protection benefit. This option would treat the roadway and build a bigger dune, providing a long term benefit in standing up to greater storms. A no action option would cost the Town more in the end. If there is significant damage to Surf Drive, there would be approximately $25.5M of assets that could be damaged by a 20-year storm.

Mr. Ofsthun recommended that the Town select alternative #3: Targeted Improvements & Maintenance of Existing Practices. Mr. Brown agreed with moving forward with option #3. Falmouth Coastal Resilience Specialist Josh Wrigley recommended that the Town select alternative #3: Targeted Improvements & Maintenance of Existing Practices. He noted that he has submitted for grants for a number of items related to this.

Peter McConarty, Director of Public Works, stated that this has been an ongoing issue for decades. The intention is to stabilize the road so while searching for grants and a design. To relocate the utilities will be a multi multi-year project. The goal is Public Works is to stabilize the road and hold it while concurrently moving forward with the design. The Town needs to be able to take care of the utilities before discussing abandonment of the roadway. A feasibility study to relocate the water main estimated a cost of millions of dollars.

Dr. Goldstone noted the urgency of getting started with this project and doing something.

Motion by Mr. Richardson: To authorize the Town Manager and the Coastal Resiliency Coordinator to pursue targeted nourishment with respect to the Surf Drive project.
Second: Mr. Brown.
Vote: Yes – 5 No – 0

e. Discuss and Consider vote to approve Request for Proposals (RFP) for Audit Services

Laura Sitrin, Finance Director, explained that per the Town of Falmouth Code, section 13-1: "There shall be an independent annual audit of the books and financial records of the Town of Falmouth. The Select Board (Board of Selectmen) shall appoint the auditors." State procurement law exempts audit services from mandatory procurement of services under chapter 30B. Recommended practices suggest that municipalities should go out with an RFP for audit services every 3 years. The Town has not issued an RFP for audit services in at least the last 10 years.

Dr. Goldstone made a small amendment to the second paragraph of the RFP.

Motion by Dr. Goldstone: To approve the RFP for Audit Services as amended and authorize staff to issue the RFP, and that the Select Board further authorizes a staff team

of three (3) people to review the responses to the RFP and make a recommendation of award of contract to the Town Manager and the Select Board. Second: Mr. Richardson. Vote: Yes – 5 No – 0

f. Consider vote to execute a lease and management agreement for the golf facilities at the Falmouth Country Club located at 630 Carriage Shop Road to Soundview Golf, LLC

Mr. Johnson-Staub explained that the Board is being asked to consider awarding a lease and management agreement to the firm selected by the Town Manager as the most advantageous among three respondents to the request for proposals (RFP) issued by the Select Board. The terms of the RFP issued to select the firm to manage the golf course was reviewed with the Select Board on July 14, 2025 and subsequently approved by the Board on July 28, 2025. The RFP included the form of lease as an appendix. The Town received proposals from three qualified firms: Troon (incumbent operator), Kemper Sports, and Morningstar Golf & Hospitality. The Town Manager appointed a review committee to evaluate the proposals. Morningstar Golf & Hospitality was selected as the most advantageous proposal. The Morningstar price proposal includes a $500,000 base rent and a 50% revenue share above the $2,000,000 threshold. The Town will receive payments in excess of the $620,000 debt service even if gross golf course revenues drop by 15% and grow by only 1% per year. If gross revenues continue to grow at 3% per year, the annual revenue for the Town will rise from $975,000 in year 1 to $1.4M in year 10. Morningstar has committed to provide Falmouth residents a 20% discount on daily play and annual passes. This exceeds the minimum 10% resident discount required in the RFP.

Motion by Mr. Richardson: That the Select Board execute a lease and management agreement for the golf facilities at the Falmouth Country Club located at 630 Carriage Shop Road to Soundview Golf, LLC. Second: Dr. Goldstone.
Vote: Yes – 5 No – 0

g. East Falmouth Library Design Update

Brian Stokes, Library Director, explained that the Town of Falmouth was awarded a Massachusetts Public Library Construction Program grant for planning and design of a new East Falmouth Library in January 2025. The East Falmouth Library Building Advisory Committee (EFLBAC) was convened by the Board in March. The Board of Library Trustees and the Select Board approved EFLBAC's recommendation of 310 East Falmouth Highway as the preferred site for design. This is the site of the existing East Falmouth Library. The Town must submit documents showing "MPLCP Level of Design" by December 31 for independent review, which will then determine whether the design meets requirements to advance to funding for full design and construction. MPLCP Level of Design is the equivalent of about 20% of construction design, according to the project's owner's project manager. The project is currently waitlisted for construction funding, with funds anticipated to become available in 2028. He explained that the EFLBAC will seek approval of the design from the Board of Library Trustees on December 9th, and from the Select Board at their December 15th meeting.

Conrad Ello, Oudens Ello Architecture, presented the proposed East Falmouth Library design.

Dr. Goldstone stated that she believes the design reads as a nature center, which is wonderful for the location. She spoke to the importance of the design feeling as much like a home as possible and bringing in history of the previous Library. She asked about sharing the already paved space nearby with other local businesses as much as possible. She expressed some concern with light spilling out from the building at night, potentially leading to a hazard for local wildlife.

Mr. Brown stated that the design is very modern and a complete departure from the original building. He believes people in the community were interested in the building echoing the historic architecture. The building does not seem oriented to maximize solar gain. It seems a shame not to work with the slope on the site which seems to lend itself to a walk-out basement. Mr. Ello noted that a small staff makes it difficult to manage a building with two floors. He noted that the design is still very early in the process and changes can be made once funding comes online.

h. Announce April 2026 Annual Town Meeting schedule

Mr. Johnson-Staub presented the April 2026 Annual Town Meeting schedule. Mr. Mascali noted that the date will be April 6, 2026.

Motion by Mr. Richardson: To announce and adopt the April 2026 Town Meeting schedule, as presented. Second: Dr. Goldstone.
Vote: Yes – 5 No – 0

i. Discuss and consider voting the 2026 Select Board meeting calendar dates

Mr. Renshaw reviewed the 2026 Select Board meeting calendar dates.

Motion by Mr. Richardson: To approve and adopt the Calendar Year 2026 Select Board meeting calendar as presented. Second: Mr. Reed.
Vote: Yes – 5 No – 0

j. Consider a vote to approve non-union wage rates

Mr. Renshaw explained that the Town is requesting a 2% cost-of-living adjustment (COLA) for three categories of non-union positions. One being the Technical, Administrative, and Management (TAM). This group is comprised of year-round positions such as administrative staff, IT personnel, social workers and other professional positions, and most of the division and department head positions. There are 57 full-time and 2 part-time employees in this group, and a 2% COLA for FY27 would cost approximately $132,000. The second group is Non-Aligned which includes 18 year-round part-time and 7 library substitute positions, and a 2% COLA for FY27 would cost approximately $11,000. The third group is Seasonal which contains positions that do not work year-round. There are more than 200 employees who are hired to work seasonally for the Beach and Recreation Divisions of the Community Services Department, Marine Environmental Services (MES), and Public Works. The seasonal salary table is by calendar year, and a 2% COLA for CY26 would cost approximately $28,000.

Motion by Dr. Goldstone: To approve the TAM, Non-Aligned, and Seasonal wage rates as presented. Second: Mr. Brown.
Vote: Yes – 5 No – 0

k. Proposed FY27 Operating Budget Presentation

Mr. Renshaw presented the FY27 Operating Budget. The Falmouth Home Rule Charter provides that a comprehensive budget, including all Town functions and a related Budget Message, be submitted to the Select Board prior to the first day of January, and for the Board to transmit the budget to the Finance Committee prior to January 16. The Finance Committee is scheduled to begin their detailed budget review meetings on January 8. The proposed FY27 Operating Budget is balanced and based on conservative revenue estimates. In order to present a balanced budget, numerous departmental funding requests totaling over $2M were not recommended for funding. Compared to FY26, the proposed FY27 operating expenditures are 5.7% higher (or $9,890,937). While the FY27 overall budget represents an increase from FY26 due in large measure to necessary salary and wage adjustments and inflationary pressures to include rising health insurance costs, the proposed budget addresses multiple and important strategic priority areas identified by the Select Board. Due to projected ongoing significant inflationary pressures and annual increases in personnel costs (salary and wages, benefits, etc.), future operating budgets will require overrides or reductions in services/new fees for services.

Mr. Richardson stated that the budget presented shows the importance of adopting a residential exemption and pursuing creative ways to increase revenues. Mr. Brown stated that he would like to find ways to streamline items in Town. Dr. Goldstone stated that the Board's final strategic planning session on Saturday should consider what needs to be done to achieve the goals of financial stability and economic thriving. This may include reviewing revenue sources, both fees and local receipts, capital costs, looking for efficiencies in operations, etc. This operating budget shows years of overdue investment in staff and infrastructure and resources which are starting to catch up to the Town. Mr. Reed suggested adding some joint meetings with the Finance Committee in order to consider these levers, discuss the bigger picture, and be on the same page.

6. MINUTES

a. Review and consider a vote to approve minutes of meetings: October 27, 2025; November 3, 2025; November 13, 2025; and November 17, 2025

The Board tabled discussion of the October 27, 2025, minutes to a later date.

Motion by Mr. Richardson: To approve the meeting minutes of November 3, 2025; November 13, 2025; and November 17, 2025. Second: Dr. Goldstone.
Vote: Yes – 5 No – 0

7. TOWN MANAGER'S SUPPLEMENTAL REPORT:

- Mr. Renshaw updated the Board on the Digital Navigator Program Grant that the Town was awarded through the Massachusetts Broadband Institute. An award of the services agreement was recently made to FCTV. Three proposals were submitted and a review team evaluated them with FCTV coming out on top. This is an $85,000 grant, of which $79,900 will be designated for the Digital Navigator Program.

8. SELECT BOARD REPORTS

- Mr. Richardson asked that the Board discuss the Seasonal Communities Designation during a future meeting. Mr. Brown agreed and suggested that the Select Board meet with the Planning Board on this item.

9. FUTURE AGENDA ITEMS

- Discuss Seasonal Communities designation
- Discuss placement of Conservation Restrictions on remaining Long Pond parcels
- Discuss correspondence and media inquiry policies
- Discuss retail cannabis dispensary license
- LGBTQ+ Sanctuary Town
- Discuss walkability improvements
- Discuss creation of a Conservation Land Survey/Database
- Hear an update and discuss the Joint Base Cape Cod Master Planning Process
- Discuss community forum on ICE/immigration issues
- Discuss current Town website functionality and potential redesign
- Discuss 10-year spend on consultant fees
- Debt forecast discussion with Finance Committee
- Discuss petitioning the State Legislature for changes to Chapter 40B law

10. ADJOURN

Motion by Mr. Mascali: To adjourn at 10:37pm. Second: Mr. Richardson.
Vote: Yes – 5 No - 0

Respectfully submitted,
Kristan Patenaude, Recording Secretary