

# AGENDA

Tuesday

January 19, 2016

**TOWN OF EASTHAM  
AGENDA  
BOARD OF SELECTMEN  
Tuesday, January 19, 2016  
5:00 p.m.**

**Location:**      Earle Mountain Room

**I.      PUBLIC/SELECTMEM INFORMATION**

**II.     PUBLIC HEARING**

**5:05 p.m. Public Hearing** regarding an application for amended permit to increase the size of gasoline storage tank from 14,000 gallons to 34,000 gallons at the former Cape Discount Gas property located at 4460 State Highway, (corner of Bracket Road and State Highway). James Veara, Zisson & Veara, Representing the applicant. (Possible Vote)

**5:15 p.m. Public Hearing** on proposed fee increases for commercial tip fees at the transfer station (effective date February 1, 2016) and visitor/non-resident beach stickers and parking passes (effective April 1, 2016). (Vote Needed)

*(Note: Other than public hearings, all times are approximate and items may be taken out of order.)*

**III.    ADMINISTRATIVE MATTERS**

**A. Action/Discussion**

1. Policy on the use of Eastham Windmill Green & Bandstand: The policy is being amended to restrict use to eligible individuals and groups, including Eastham residents, Eastham-based non-profits, and Town sponsored groups. (Vote Required)
2. Committee Resignations: We have received resignations from Robert Smith (Planning Board) and Lian Smith (Recycling Committee) dated December 29, 2015 . (Requires vote to accept)
3. Committee Appointment: Due to the resignation of Robert Smith (Planning Board), the Planning Board has asked that Joseph Manas be appointed as a Regular Member (recently appointed as Alternate).
4. Request to increase compensation for contracted snowplow drivers from \$20 per hour to \$25 per hour, Neil Andres, DPW Director. The town is having difficulty attracting qualified drivers and needs to raise the rate to stay competitive with other towns. (Vote Required)
5. Quarterly Review of Board of Selectmen Goals for 2015-2016 (No Vote will be taken)

**IV.    TOWN ADMINISTRATOR'S REPORT**

**V.     OTHER BUSINESS**

**Upcoming Meetings**

January 20, 2016	3:00p.m.	Earle Mountain Room	Work Session
February 1, 2016	5:00p.m.	Earle Mountain Room	Regular Meeting
February 3, 2016	3:00p.m.	Timothy Smith Room	Work Session

*The listing of matters includes those reasonable anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.*

*This meeting will be video recorded and broadcast over Local Access Channel 18 and through the Town website at [www.eastham-ma.gov](http://www.eastham-ma.gov).*

II. 5:05 pm

**TOWN OF EASTHAM  
NOTICE OF PUBLIC HEARING**

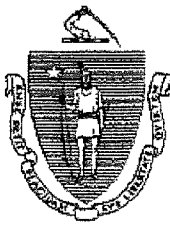
The Eastham Board of Selectmen will hold a public hearing on Tuesday, January 19, 2016 at 5:05p.m., in the Earle Mountain Room at Eastham Town Hall, 2500 State Highway, Eastham, MA 02642, pursuant to Massachusetts General Law, Chapter 148, Section 13 on an application request for an amended license received from Cumberland Farms, Inc. for permission to increase the underground storage of gasoline from 34,000 gallons to a total of 40,000 gallons. Quantity of all flammable liquids to be stored is 32,000 gallons and combustible liquids to be stored 8,000 gallons, on the premises located at 4460 State Highway, Eastham, MA. All interested persons are requested to be present.

Eastham Board of Selectmen

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*Published Friday, January 8, 2016 Cape Codder*

*(Public notice to be published once, not less than 7 days prior to hearing. Applicant responsible for fees.)*



FP-002A  
(Rev. 1.1.2015)

*The Commonwealth of Massachusetts*

*City / Town of* Eastham

## Application For License

Massachusetts General Law, Chapter 148 § 13

☐ New License ☒ Amended License

GIS Coordinates

LAT.

LONG.

License Number

Application is hereby made in accordance with the provisions of Chapter 148 of the General Laws of Massachusetts for a license to store flammables, combustibles or explosives on land in buildings or structures herein described.

Location of Land: 4460 State Highway (Route 6) Map 08, Parcel 192  
Number, Street and Assessor's Map and Parcel ID

Attach a plot plan of the property indicating the location of property lines and all buildings or structures.

Owner of Land: Ginger Dill (see attached authorization) Address of Land Owner: P.O. Box 1221, Eastham, MA 02642

Applicant: Cumberland Farms, Inc. Address of Applicant: 100 Crossing Boulevard, Framingham, MA 01702

Use and Occupancy of Buildings and Structures: Retail convenience store with gasoline sales

If this is an application for amendment of an existing license, indicate date of original license and any subsequent amendments

6/8/1964, 10/2/1975

Attach a copy of the current license

### **Flammable and Combustible Liquids Flammable Gases and Solids**

Complete this section for the storage of flammable and combustible liquids, solids, and gases; see 527 CMR 1.00 Table 1.12.8.50; Attach additional pages if needed. All tanks and containers are considered full for the purposes of licensing and permitting.

PRODUCT NAME	CLASS	MAXIMUM QUANTITY	UNITS gal., lbs, Cubic feet	CONTAINER UST, AST, IBC, drums
Gasoline*	IB	20,000	gal.	UST
Gasoline**	IB	12,000	gal.	UST
Diesel**	II	8,000	gal.	UST

\*compartment tank

\*\*20,000 gal. compartment tank (one of 12,000 gal. and one of 8,000 gal.)

Total quantity of all flammable liquids to be stored: 32,000 gal.

Total quantity of all combustible liquids to be stored: 8,000 gal.

Total quantity of all flammable gases to be stored: \_\_\_\_\_

Total quantity of all flammable solids to be stored: \_\_\_\_\_



**LP-gas** (Complete this section for the storage of LP-gas or propane)

Indicate the maximum quantity of LP-gas to be stored and the sizes and capacities of all storage containers. (See 527 1.00 Table 1.12.8.50)

❖ Maximum quantity (in gallons) of LP-gas to be stored in aboveground containers: \_\_\_\_\_

List sizes and capacities of all aboveground containers used for storage: \_\_\_\_\_

❖ Maximum quantity (in gallons) of LP-gas to be stored in underground containers: \_\_\_\_\_

List sizes and capacities of all underground containers used for storage: \_\_\_\_\_

Total aggregate quantity of all LP-gas to be stored: \_\_\_\_\_

**Fireworks** (Complete this section for the storage of fireworks)

Indicate classes of fireworks to be stored and maximum quantity of each class. (See 527 CMR 1.00 Table 1.12.8.50)

❖ Maximum amount (in pounds) of Class 1.3G: \_\_\_\_\_ Type/class of magazine used for storage: \_\_\_\_\_

❖ Maximum amount (in pounds) of Class 1.4G: \_\_\_\_\_ Type/class of magazine used for storage: \_\_\_\_\_

❖ Maximum amount (in pounds) of Class 1.4: \_\_\_\_\_ Type/class of magazine used for storage: \_\_\_\_\_

Total aggregate quantity of all classes of fireworks to be stored: \_\_\_\_\_

**Explosives** (Complete this section for the storage of explosives)

Indicate classes of explosive to be stored and maximum quantity of each class. (See 527 CMR 1.00 Table 1.12.8.50)

❖ Maximum amount (in pounds) of Class 1.1: \_\_\_\_\_ Number of magazines used for storage: \_\_\_\_\_

❖ Maximum amount (in pounds) of Class 1.2: \_\_\_\_\_ Number of magazines used for storage: \_\_\_\_\_

❖ Maximum amount (in pounds) of Class 1.3: \_\_\_\_\_ Number of magazines used for storage: \_\_\_\_\_

❖ Maximum amount (in pounds) of Class 1.4: \_\_\_\_\_ Number of magazines used for storage: \_\_\_\_\_

❖ Maximum amount (in pounds) of Class 1.5: \_\_\_\_\_ Number of magazines used for storage: \_\_\_\_\_

❖ Maximum amount (in pounds) of Class 1.6: \_\_\_\_\_ Number of magazines used for storage: \_\_\_\_\_

I, Kathleen A. Sousa, Senior Pipeline Mgr of Cumberland Farms, Inc. hereby attest that I am authorized to make this application. I acknowledge that the information contained herein is accurate and complete to the best of my knowledge and belief. I acknowledge that all materials stored pursuant to any license granted hereunder must be stored or kept in accordance with all applicable laws, codes, rules and regulations, including but not limited to Massachusetts Chapter 148, and the Massachusetts Fire Code (527 CMR 1.00). I further acknowledge that the storage of any material specified in any license granted hereunder may not exceed the maximum quantity specified by the license.

Cumberland Farms, Inc.

Signature By: Kathleen A. Sousa Date 8/27/2015 Name Kathleen A. Sousa, Senior Pipeline Mgr  
Kathleen A. Sousa

**Fire Department Use Only**

I, Kent J. Farrenkopf, Head of the Eastham Fire Department endorse this application with my

☒ Approval ☐ Disapproval

Signature of Head of the Fire Department

Date

Recommendations: \_\_\_\_\_

To Whom It May Concern:

GINGER DILL (the "Owner") is the owner of the property located at 4460 State Highway (Route 6) in the Town of Eastham (the "Property"). The Owner hereby authorizes Cumberland Farms, Inc., and/or their agents, and any engineering or architecture firm that the above may designate, to execute, submit and prosecute applications and any applicable materials to: (a) the Town of Eastham boards, commissions, agencies and the like (including, without limitation, zoning boards, planning boards and the Town Council), (b) the Commonwealth of Massachusetts commissions, agencies and the like, including, but not limited to the Massachusetts Department of Transportation, and (c) any federal commissions, agencies and the like but not limited to the United States Environmental Protection Agency, on behalf of the Owner, for the purpose of obtaining permits and approvals and property rezonings for the development of the Property.

GINGER DILL

Date 8.10.2015

Ginger Dill  
By: Ginger Dill

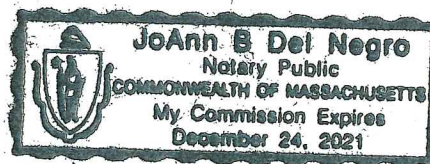
Jurisdiction of: MASSACHUSETTS County of: Barnstable SS: \_\_\_\_\_

On this 10<sup>th</sup> day of August 2015 before me personally appeared, Ginger Dill, who, being by me duly sworn, did depose and say that she is the Owner for 4460 State Highway and that she executed this instrument and that she had authority to do so.

JoAnn B Del Negro  
Notary Public

[Notary Seal]

My commission expires: 12.24.2021





# The Commonwealth of Massachusetts

DEPARTMENT OF PUBLIC SAFETY — DIVISION OF FIRE PREVENTION  
1010 COMMONWEALTH AVENUE, BOSTON

Oct 2 1975  
(Date)

## APPLICATION FOR PERMIT

To: HEAD OF FIRE DEPARTMENT

Eastham

City or Town

In accordance with the provisions of Chapter 148, G. L. as provided in Sec. 9  
application is hereby made

for permission to INCREASE gasoline storage from 14,000 ga  
to 34,000 gals

State clearly  
purpose for  
which permit  
is requested

(Increase of 20,000 gallons.)

Restrictions:

"Cape Discount Gas."

at Route 6 + Brackett Road at North Eastham  
(Give location by street and no., or describe in such a manner as to provide adequate identification of location)

Date issued—rejected \_\_\_\_\_ 19

By

A. Thomas Dill  
(Signature of applicant)

Date of expiration \_\_\_\_\_ 19

Fee \$

Paid—Due

at R.L. Eastham Mass  
(Address)



# The Commonwealth of Massachusetts

DEPARTMENT OF PUBLIC SAFETY — DIVISION OF FIRE PREVENTION  
1010 COMMONWEALTH AVENUE, BOSTON

Eastham October 17 1975  
(City or Town) (Date)

## PERMIT

In accordance with the provisions of Chapter 148, G. L. as provided in Sec. 9  
this permit is granted to

Name A. Thomas Dill, Cape Discount Gas  
(Full name of person, firm or corporation granted permit)

State clearly  
purpose for  
which permit  
is granted

to increase gasoline storage by 20,000 Gallons and to  
give a total of 34,000 Gallons on this location.

Restrictions: Conform to Chap. 148, Sec. 13, F.P.R. 8, F.P.R. 4

at Route 6, Brackett Road, North Eastham, Mass.  
(Give location by street and no., or describe in such a manner as to provide adequate identification of location)

Fee Paid \$

This permit will expire \_\_\_\_\_ 19

John Wilbur  
(Signature of official granting permit)  
Fire Chief  
(Title)

Form F.P.2-15m (b) 12-47-22572.



# The Commonwealth of Massachusetts

DEPARTMENT OF PUBLIC SAFETY—DIVISION OF FIRE PREVENTION  
1010 COMMONWEALTH AVENUE, BOSTON

Eastham June 8 1964  
(City or Town) (Date)

## APPLICATION FOR LICENSE

For the lawful use of the herein described building... or other structure..., application is hereby made in accordance with the provisions of Chapter 148 of the General Laws, for a license to use the land on which such building... or other structure... is/are or is/are to be situated, and only to such extent as shown on plot plan which is filed with and made a part of this application.

Location of land Route 1 Nearest cross street BRACKET ROAD  
Owner of land MARY E. LAPIANA Address NAUSEET ROAD  
Number of buildings or other structures to which this application applies ONE  
Occupancy or use of such buildings GASOLINE STATION  
Total capacity of tanks in gallons:—Aboveground 15,000 gal Underground 15,000 gal  
Kind of fluid to be stored in tanks 14,000 gal. gasoline, 550 gal. fuel oil, 550 gal. waste oil

Approved ~~Disapproved~~July 6

1064

Mary E. Lapiana

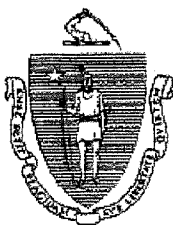
(Signature of Applicant)

John Wolf

(Head of Fire Dept.)

(Address)





FP-002  
(Rev. 1.1.2015)

*The Commonwealth of Massachusetts*  
*City/Town of* Eastham  
**License**

Massachusetts General Law, Chapter 148 § 13

☐ New License ☒ Amended License

After notice and hearing, and in accordance with Chapter 148 of the Mass. General Laws,  
a license is hereby granted to use the land herein described for the purposes described.

GIS Coordinates

LAT.

LONG.

License Number

Location of Land: 4460 State Highway (Route 6) Map 08, Parcel 192  
Number, Street and Assessor's Map and Parcel ID

Owner of Land: Ginger Dill (see attached authorization) Address of Land Owner: P.O. Box 1221, Eastham, MA 02642

Applicant: Cumberland Farms, Inc. Address of Applicant: 100 Crossing Boulevard, Framingham, MA 01702

**Flammable and Combustible Liquids, Flammable Gases and Solids**

*Complete this section for the storage of flammable and combustible liquids, solids, and gases. All tanks and containers are considered full for the purposes of licensing and permitting. (Attach additional pages if necessary.)*

PRODUCT NAME	CLASS	MAXIMUM QUANTITY	UNITS gal., lbs, cubic feet	CONTAINER UST, AST, IBC, drums
Gasoline*	IB	20,000	gal.	UST
Gasoline**	IB	12,000	gal.	UST
Diesel**	II	8,000	gal.	UST

\*compartment tank

\*\*20,000 gal. compartment tank (one of 12,000 gal. and one of 8,000 gal.)

**LP-gas** *(Complete this section for the storage of LP-gas or propane)*

❖ Maximum quantity (in gallons) of LP-gas to be stored in aboveground containers: \_\_\_\_\_

List sizes and capacities of all aboveground containers used for storage \_\_\_\_\_

❖ Maximum quantity (in gallons) of LP-gas to be stored in underground containers: \_\_\_\_\_

List sizes and capacities of all underground containers used for storage \_\_\_\_\_

Total aggregate quantity of all LP-gas to be stored: \_\_\_\_\_

**Fireworks** *(Complete this section for the storage of fireworks)*

❖ Maximum amount (in pounds) of Class **1.3G**: \_\_\_\_\_

❖ Maximum amount (in pounds) of Class **1.4G**: \_\_\_\_\_

❖ Maximum amount (in pounds) of Class **1.4**: \_\_\_\_\_

Total aggregate quantity of all classes of fireworks to be stored: \_\_\_\_\_

**THIS LICENSE OR A CERTIFIED COPY THEREOF MUST BE CONSPICUOUSLY  
POSTED ON THE LAND FOR WHICH IT IS GRANTED.**

**Explosives** *(Complete this section for the storage of explosives)*

- |   |   |
|---|---|
| ❖ Maximum amount (in pounds) of Class <b>1.1:</b> _____ | Number of magazines used for storage: _____ |
| ❖ Maximum amount (in pounds) of Class <b>1.2:</b> _____ | Number of magazines used for storage: _____ |
| ❖ Maximum amount (in pounds) of Class <b>1.3:</b> _____ | Number of magazines used for storage: _____ |
| ❖ Maximum amount (in pounds) of Class <b>1.4:</b> _____ | Number of magazines used for storage: _____ |
| ❖ Maximum amount (in pounds) of Class <b>1.5:</b> _____ | Number of magazines used for storage: _____ |
| ❖ Maximum amount (in pounds) of Class <b>1.6:</b> _____ | Number of magazines used for storage: _____ |

**Licensing Authority Use:**

This license is granted upon the condition that the licensed activity will comply with all applicable laws, codes, rules and regulations, including but not limited to Massachusetts General Law, Chapter 148, and the Massachusetts Fire Code (527 CMR 1.00) as amended. The license holder may not store materials in an amount exceeding the capacities herein specified unless and until any amended license has been granted.

**ADDITIONAL RESTRICTIONS:**

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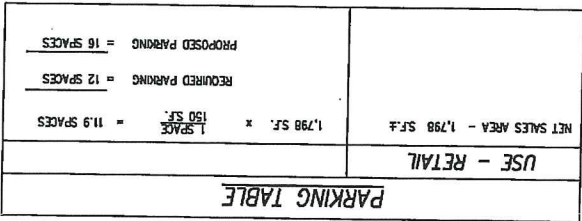
Signature of Licensing Authority

Title

Date

**THIS LICENSE OR A CERTIFIED COPY THEREOF MUST BE CONSPICUOUSLY  
POSTED ON THE LAND FOR WHICH IT IS GRANTED.**





SUBJECT	REQUIRED	EXISTING	PROPOSED
LOT AREA	40,000 SF	36,678 SF	36,678 SF
FRONTAGE	50 FT	362.05 FT (ROUTE 5 & BRACKETT ROAD)	362.05 FT (ROUTE 5 & BRACKETT ROAD)
FRONT YARD - ROUTE 5 - PRIMARY BUILDING	100 FT	97.3 FT	122 & FT
ACCESSORY BUILDING	25 FT	117.9 FT	65 & FT
SIDE YARD - PRIMARY BUILDING	25 FT	55.0 FT	31 & FT
REAR YARD - PRIMARY BUILDING	25 FT	75.4 FT	29 FT (MIN.)
FRONT YARD - ROUTE 6	30 FT	40.3 FT	34 & FT
ACCESSORY BUILDING (NO FRONT YARD - BRACKETT RD.)	30 FT	109.1 & FT	58 & FT
SIDE YARD - ACCESSORY BUILDING (NO FRONT YARD - BRACKETT RD.)	12 FT	32.23 FT	21 & FT
REAR YARD - ACCESSORY BUILDING (NO FRONT YARD - BRACKETT RD.)	12 FT	100.2 & FT	118 & FT
BUILDING HEIGHT	30 FT MAXIMUM	78'0"	78'0"
PRIMARY BUILDING AREA	N/A	356 SF ±	3,633 SF ±
ACCESSORY BUILDING AREA (GARAGE)	N/A	2,200 SF ±	2,212 SF ±
TOTAL BUILDING AREA	N/A	2,556 SF ± (8,800)	6,245 SF ± (16,833)

## ZONING COMPLIANCE TABLE

**CANOPY DATA**

**PROPOSED**

1	ELECTRIC TRANSFORMER
2	UTILITY POLE
3	CUT WIRE
4	PULL BOX
5	MANC. SIGN
6	FLAGPOLE
7	CATCH BASIN
8	ACCESSIBLE PARKING SPACE
9	ACCESSIBLE PARKING SIGN
10	PARKING SPACE COUNT
11	SLOPED GRANITE CURB
12	VERTICAL GRANITE CURB
13	LIGHT POST

LEGEND

FLOOD NOTE:

1555 STATE HIGHWAY LAYOUT ALTERATION J3289  
ROUTE 6  
PLAN BOOK 225, PAGE 127  
PLAN BOOK 196, PAGE 79  
PLAN BOOK 490, PAGE 91  
PLAN ENTITLED "PLAN SHOWING EXISTING SITE  
CONDITIONS" PREPARED FOR CUMMINGS AND FARNS BY  
CONSTANT ENGINEERING COMPANY, INC. DATED 02-12-15

PLAN REFERENCES:

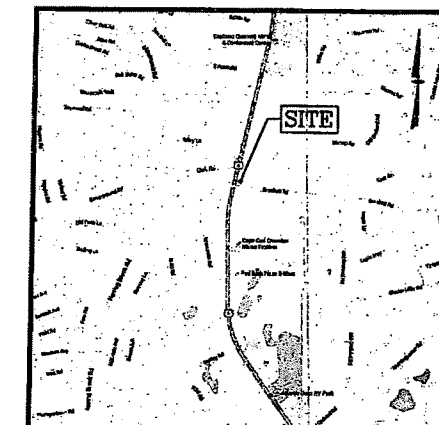
PROJECT NO. C17488.01 1 of 14 SHEETS <b>C17488.01</b>		CUMBERLAND FARMS, INC. 4460 ROUTE 6 EASTHAM, MA	
CHECKED BY DRAWN BY DATE C17488-C3D.dwg AS NOTED		PROJECT SCALE	
MAP 08-10-15		LAYOUT AND MATERIALS	

5	12-04-13	ISSUE FOR CONSTRUCTION
4	11-05-13	UPDATE SIDEWALK PER MASS-DOT COMMENTS
3	09-11-13	NO CHANGES THIS SHEET
2	07-10-2013	REVISE SITE LAYOUT
1	04-27-2013	ADD SIGN

**ENGINEERING**  
**COMPANY, INC.**  
260 Cranberry Hwy., Orleans, MA 02653  
508.255.6511 Fax: 508.255.6700



\\projects\040\366815\UST PLANS\366815.dwg TP 12/07/15 2:02pm DSA



LOCATION MAP  
(NOT TO SCALE)

EXISTING UST LEGEND

TANK#	CONTENT	CAPACITY	MATERIAL	INSTALLED	INTENT
5	REG. UTL.	15,000 gallons	drift	08-01-08	to be removed
6A	SUPER UTL.	5,000 gallons	drift	08-01-08	to be removed
6B	DIESEL	5,000 gallons	drift	08-01-08	to be removed

PROPOSED UST LEGEND

TANK#	CONTENT	CAPACITY	MATERIAL	INSTALLED
7A	REG. UTL.	12,000 gallons	drift	proposed
7B	SUPER UTL.	5,000 gallons	drift	proposed
8A	REG. UTL.	12,000 gallons	drift	proposed
8B	DIESEL	5,000 gallons	drift	proposed

LEGEND

88.50	PROP. SPOT ELEVATION
42.5	PROP. CONTOUR ELEVATION
---	PROP. DIRECTION OF SURFACE FLOW
133	EXISTING CONTOUR ELEVATION
F	FILL COVER
V	VAPOR RECOVERY/VENT COVER
TLM	TANK LEVEL MONITOR COVER
B	BRINE/INTERSTITIAL COVER
STP	SUBMERSIBLE TANK PUMP

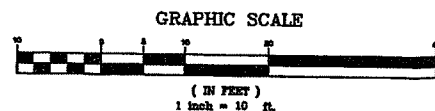
SHEET INDEX

UST COVER SHEET  
MATERIAL LIST  
TANK INSTALLATION DETAILS  
TANK INSTALLATION DETAILS  
SUMP & PIPING DETAILS  
TANK INSTALLATION DETAILS  
TANK INSTALLATION DETAILS

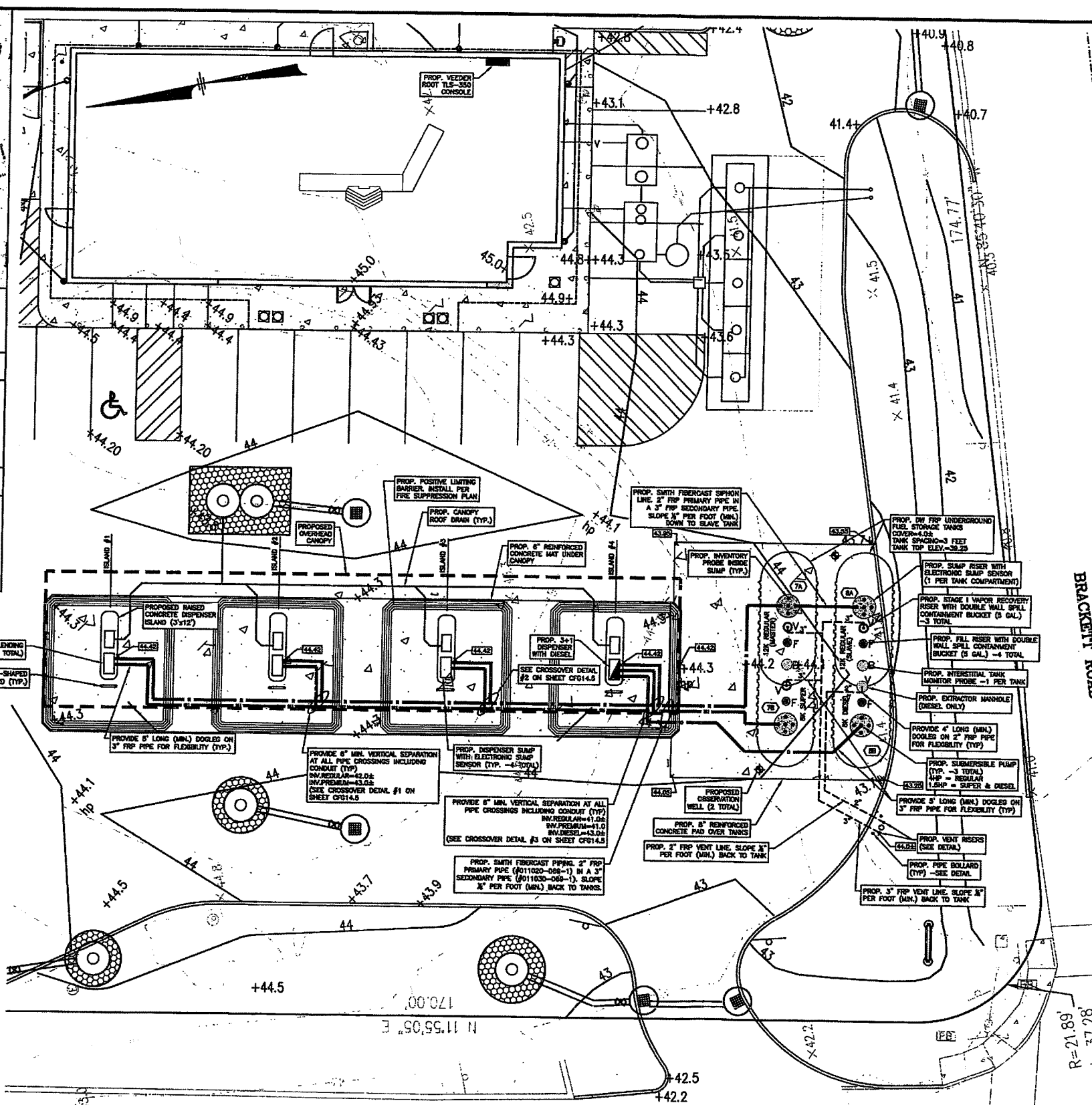
DWG. NO

CFG14.0  
CFG14.1  
CFG14.2  
CFG14.3  
CFG14.4  
CFG14.5  
CFG14.6

1 TANK & PIPING LAYOUT  
SCALE: 1" = 10'



ROUTE 6



SITE NOTES:

- THIS IS AN EXISTING UST FACILITY (MASS DEP FACILITY ID#335). THE INTENT OF THIS PLAN IS TO SHOW THE INSTALLATION OF TWO NEW UNDERGROUND FUEL STORAGE TANKS, PRODUCT PIPING, VENT PIPING AND DISPENSER ISLANDS. ALL EXISTING TANKS AND PRODUCT AND VENT PIPING SHALL BE REMOVED BY THE CONTRACTOR.
- EXISTING BOUNDARY, SITE LAYOUT, GRADING AND UTILITY INFORMATION AS SHOWN ON THIS PLAN WAS TAKEN FROM PLAN REFERENCE #1.
- A CONCRETE PAD HAVING POSITIVE LIMITING BARRIERS SHALL BE UTILIZED AT DISPENSING AREAS AS SHOWN. CONTRACTOR TO LAY OUT PLB'S PER APPROVED FIRE SUPPRESSION PLAN. DISPENSING NOZZLES SHALL NOT EXTEND PAST POSITIVE LIMITING BARRIERS.

GENERAL UST SYSTEM NOTES:

- THE UNDERGROUND STORAGE SYSTEM WILL BE TESTED BY THE CERTIFIED TANK INSTALLER PRIOR TO BACKFILLING AS FOLLOWS:  
A. PRODUCT PIPING (NOV-RED THREAD 1/2")  
THE FOLLOWING TEST SHALL BE CERTIFIED BY THE INSTALLER PRIOR TO BACKFILLING AND COPIES OF THE RESULTS SHALL BE PROVIDED TO THE OWNER AT THE TIME OF BACKFILL INSPECTION.  
PRIMARY LINE:  
VISUALLY INSPECT ALL JOINTS FOR PROPER INSERTION AND ADHESIVE CURE PRIOR TO PRESSURIZING THE SYSTEM. A GAP BETWEEN THE ADHESIVE BEAD AND THE FITTING SHOULD INDICATE THAT THE POSSIBILITY OF JOINT FAILURE EXISTS. MAKE ANY NECESSARY REPAIRS BEFORE PRESSURIZING THE PIPING SYSTEM. CHECK THE INTEGRITY OF THE JOINTS BY PRESSURIZING THE SYSTEM TO 25 PSIG AND HOLDING THE PRESSURE FOR A MINIMUM OF ONE MINUTE. SOAP ALL JOINTS TO TEST FOR LEAKS. IF THERE ARE NO LEAKS, RAISE THE LINE PRESSURE IN THE SYSTEM TO A MAXIMUM OF 50 PSIG. AGAIN, HOLD THE PRESSURE FOR AT LEAST ONE MINUTE AND SOAP ALL JOINTS TO CHECK FOR LEAKS. AFTER THE PIPING HAS PASSED THE 50 PSIG PRESSURE TEST, REDUCE THE PRESSURE TO 25 PSIG AND MAINTAIN UNTIL ALL PAVING HAS BEEN COMPLETED.  
SECONDARY LINE:  
PERFORM AN AIR TEST AT 10 PSIG AND MAINTAIN THE PRESSURE FOR A MINIMUM PERIOD OF ONE HOUR, OR LONG ENOUGH TO SOAP ALL JOINTS. BEFORE BACKFILL THE CONTRACTOR SHALL MAINTAIN THE REQUIRED PRESSURE FOR A MINIMUM OF 2 HOURS AFTER THE BACKFILL PROCESS HAS BEEN COMPLETED. THE RESULTS OF THIS POST BACKFILL TEST SHALL BE CERTIFIED BY THE INSTALLER AND THE FOLLOWING TEST SHALL BE PROVIDED TO THE OWNER WITHIN 30 DAYS OF THE TEST.  
B. SUMP LINE PIPING (NOV-RED THREAD 1/2")  
THE FOLLOWING TEST SHALL BE CERTIFIED BY THE INSTALLER PRIOR TO BACKFILLING AND COPIES OF THE RESULTS SHALL BE PROVIDED TO THE OWNER AT THE TIME OF BACKFILL INSPECTION.  
PRIMARY LINE:  
VISUALLY INSPECT ALL JOINTS FOR PROPER INSERTION AND ADHESIVE CURE PRIOR TO PRESSURIZING THE SYSTEM. A GAP BETWEEN THE ADHESIVE BEAD AND THE FITTING SHOULD INDICATE THAT THE POSSIBILITY OF JOINT FAILURE EXISTS. MAKE ANY NECESSARY REPAIRS BEFORE PRESSURIZING THE PIPING SYSTEM. CHECK THE INTEGRITY OF THE JOINTS BY PRESSURIZING THE SYSTEM TO 25 PSIG AND HOLDING THE PRESSURE FOR A MINIMUM OF ONE MINUTE. SOAP ALL JOINTS TO TEST FOR LEAKS. IF THERE ARE NO LEAKS, RAISE THE LINE PRESSURE IN THE SYSTEM TO A MAXIMUM OF 50 PSIG. AGAIN, HOLD THE PRESSURE FOR AT LEAST ONE MINUTE AND SOAP ALL JOINTS TO CHECK FOR LEAKS. AFTER THE PIPING HAS PASSED THE 50 PSIG PRESSURE TEST, REDUCE THE PRESSURE TO 25 PSIG AND MAINTAIN UNTIL ALL PAVING HAS BEEN COMPLETED.  
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PERFORM AN AIR TEST AT 10 PSIG AND MAINTAIN THE PRESSURE FOR A MINIMUM PERIOD OF ONE HOUR, OR LONG ENOUGH TO SOAP ALL JOINTS. BEFORE BACKFILL THE CONTRACTOR SHALL MAINTAIN THE REQUIRED PRESSURE FOR A MINIMUM OF 2 HOURS AFTER THE BACKFILL PROCESS HAS BEEN COMPLETED. THE RESULTS OF THIS POST BACKFILL TEST SHALL BE CERTIFIED BY THE INSTALLER AND THE FOLLOWING TEST SHALL BE PROVIDED TO THE OWNER WITHIN 30 DAYS OF THE TEST.  
C. TANKS  
EACH NEW TANK SHALL BE PRECISION TIGHTNESS TESTED AT 5 PSIG FOR 30 MINUTES BY A QUALIFIED TECHNICIAN IN ACCORDANCE WITH THE CONTAINMENT SOLUTIONS INSTALLATION INSTRUCTIONS AND MASS DEP UST REGULATIONS.  
D. VENT PIPING (NOV-RED THREAD 1/2")  
THE FOLLOWING TEST SHALL BE CERTIFIED BY THE INSTALLER PRIOR TO BACKFILLING AND COPIES OF THE RESULTS SHALL BE PROVIDED TO THE OWNER AT THE TIME OF BACKFILL INSPECTION.  
- VISUALLY INSPECT ALL JOINTS FOR PROPER INSERTION AND ADHESIVE CURE PRIOR TO PRESSURIZING THE SYSTEM. A GAP BETWEEN THE ADHESIVE BEAD AND THE FITTING SHOULD INDICATE THAT THE POSSIBILITY OF JOINT FAILURE EXISTS. MAKE ANY NECESSARY REPAIRS BEFORE PRESSURIZING THE PIPING SYSTEM. CHECK THE INTEGRITY OF THE JOINTS BY PRESSURIZING THE SYSTEM TO 25 PSIG AND HOLDING THE PRESSURE FOR A MINIMUM OF ONE MINUTE. SOAP ALL JOINTS TO TEST FOR LEAKS. IF THERE ARE NO LEAKS, RAISE THE LINE PRESSURE IN THE SYSTEM TO A MAXIMUM OF 50 PSIG. AGAIN, HOLD THE PRESSURE FOR AT LEAST ONE MINUTE AND SOAP ALL JOINTS TO CHECK FOR LEAKS. AFTER THE PIPING HAS PASSED THE 50 PSIG PRESSURE TEST, REDUCE THE PRESSURE TO 25 PSIG AND MAINTAIN UNTIL ALL PAVING HAS BEEN COMPLETED.  
WARNING: DO NOT AIR TEST LINES THAT HAVE CONTAINED HAZARDOUS, FLAMMABLE, OR COMBUSTIBLE LIQUIDS OR VAPORS UNLESS THEY ARE PURGED AND MADE SAFE BEFOREHAND. IF PURGING IS NOT FEASIBLE, AN INERT GAS SUCH AS NITROGEN OR HELIUM MAY BE USED TO PRESSURIZE THE PIPING.  
E. DISPENSER ISLANDS AND TANK SUMPS  
THE FOLLOWING TEST SHALL BE CERTIFIED BY THE INSTALLER PRIOR TO BACKFILLING AND COPIES OF THE RESULTS SHALL BE PROVIDED TO THE OWNER AT THE TIME OF BACKFILL INSPECTION.  
NEW TANK SUMPS (CS):  
HYDROSTATICALLY TESTING SUMPS IS REQUIRED TO ENSURE THAT ALL SUMP PENETRATIONS ARE TIGHT. THE FOLLOWING TEST SHALL BE CERTIFIED BY THE INSTALLER PRIOR TO BACKFILLING AND COPIES OF THE RESULTS SHALL BE PROVIDED TO THE OWNER AT THE TIME OF BACKFILL INSPECTION. THE NEW SUMPS SHALL BE HYDROSTATICALLY TESTED FOR TIGHTNESS AS FOLLOWS:  
1. AFTER ALL SEAMS AND FITTINGS HAVE BEEN COMPLETED AND ALL PIPING AND CONDUITS HAVE BEEN INSTALLED;  
2. AT A LEVEL THAT IS WITHIN ONE INCH OF THE TOP OF THE SUMP;  
3. BY RECORDING THE LIQUID LEVEL MEASUREMENTS AT THE BEGINNING AND END OF THE TEST;  
4. FOR A MINIMUM OF 3 HOURS; AND  
5. WITH NO ADDITION OF LIQUID TO THE SUMP.  
A PASSING HYDROSTATIC TEST SHALL HAVE NO LOSS OF LIQUID OR OBSERVED LEAKS AFTER THE COMPLETE DURATION OF THE TEST.  
NEW DISPENSER SUMPS (BRAND):  
HYDROSTATICALLY TESTING SUMPS IS REQUIRED TO ENSURE THAT ALL SUMP PENETRATIONS ARE TIGHT. THE FOLLOWING TEST SHALL BE CERTIFIED BY THE INSTALLER PRIOR TO BACKFILLING AND COPIES OF THE RESULTS SHALL BE PROVIDED TO THE OWNER AT THE TIME OF BACKFILL INSPECTION. THE NEW SUMPS SHALL BE HYDROSTATICALLY TESTED FOR TIGHTNESS AS FOLLOWS:  
1. AFTER ALL SEAMS AND FITTINGS HAVE BEEN COMPLETED AND ALL PIPING AND CONDUITS HAVE BEEN INSTALLED;  
2. AT A LEVEL THAT IS WITHIN ONE INCH OF THE TOP OF THE SUMP;  
3. BY RECORDING THE LIQUID LEVEL MEASUREMENTS AT THE BEGINNING AND END OF THE TEST;  
4. FOR A MINIMUM OF 3 HOURS; AND  
5. WITH NO ADDITION OF LIQUID TO THE SUMP.  
A PASSING HYDROSTATIC TEST SHALL HAVE NO LOSS OF LIQUID OR OBSERVED LEAKS AFTER THE COMPLETE DURATION OF THE TEST.  
F. SPILL CONTAINMENT EQUIPMENT (DMCO WHEATON):  
HYDROSTATIC TESTING PROCEDURE:  
1. FILL THE SPILL BUCKET WITH WATER UNTIL THE LEVEL IS 1" BELOW THE UPPER LIP OF THE SNOW PLOW RING.  
2. AFTER 1 HOUR, IF THERE IS NO DETECTABLE DROP IN WATER LEVEL, THE SPILL BUCKET HAS PASSED THE TEST.  
3. THE CONTRACTOR SHALL CALL DISINFEST AT 811 AT LEAST 72 HOURS PRIOR TO ANY EXCAVATION.  
4. ALL CONSTRUCTION AND EQUIPMENT MUST CONFORM TO THE APPLICABLE REGULATIONS AND CODES OF THE MUNICIPALITY, MASS DEP, AND THE NFPA.  
5. CONTRACTOR SHALL PROVIDE AT LEAST 5 DAYS ADVANCE NOTICE TO THE STATE, THE LOCAL FIRE DEPARTMENT, AND THE ENGINEER TO INSPECT THE INSTALLATION PRIOR TO FINAL BACKFILL.  
6. CONTRACTOR TO VERIFY WITH OWNER THE PRODUCT PIPING LAYOUT AS SHOWN ON THIS PLAN PRIOR TO CONSTRUCTION.  
7. CONTRACTOR SHALL ADJUST GRADES AS REQUIRED OVER THE TANK MAT TO ENSURE THAT STORMWATER RUNOFF SHEDS AWAY FROM ALL SURFACE MANHOLES.  
8. THE ENGINEER IS REQUIRED TO INSPECT THE UST SYSTEM PRIOR TO BACKFILL IN ACCORDANCE WITH 310 CMR-80.00 DATED JANUARY 2015. THE CONTRACTOR SHALL NOTIFY THE ENGINEER OF THE CONSTRUCTION SCHEDULE PRIOR TO THE COMMENCEMENT OF WORK.  
9. PROPOSED 2" RIGID FOAM BOARD SHALL BE PLACED AT PIPE CROSSINGS WHERE 6" MINIMUM SEPARATION CANNOT BE ACHIEVED.  
10. FLEXIBLE ENTRY ROOTS ARE TO BE USED ON NEW TANK SUMPS AND DISPENSER SUMPS. CONTRACTOR SHALL NOTE THAT ANY BOSTIK SEALANT SHALL ONLY BE APPLIED TO THE EXTERIOR OF THE SUMP ENCLOSURE AS DIRECTED BY THE MANUFACTURER'S INSTALLATION INSTRUCTION.  
11. ALL NEW TANK RISERS SHALL BE COATED WITH 1/8" MIN. FIBERGLASS COATING OR 1/8" EPOXY RESIN COATING. THE USE OF PVC 10 MIL PIPE WRAP IS NOT PERMITTED.

PLAN REFERENCE:

- LAYOUT AND MATERIALS PLAN, SITE GRADING & DRAINAGE PLAN, AND SITE UTILITY PLAN FOR CUMBERLAND FARMS INC., PREPARED BY COASTAL ENGINEERING COMPANY, INC., REVISIONS DATED: 8/11/2015, SCALE 1"=20', SHEETS CFG04.0, CFG05.0, & CFG07.0.



44 Stiles Road, Suite One  
Salem, New Hampshire 03079  
(603) 893-0720  
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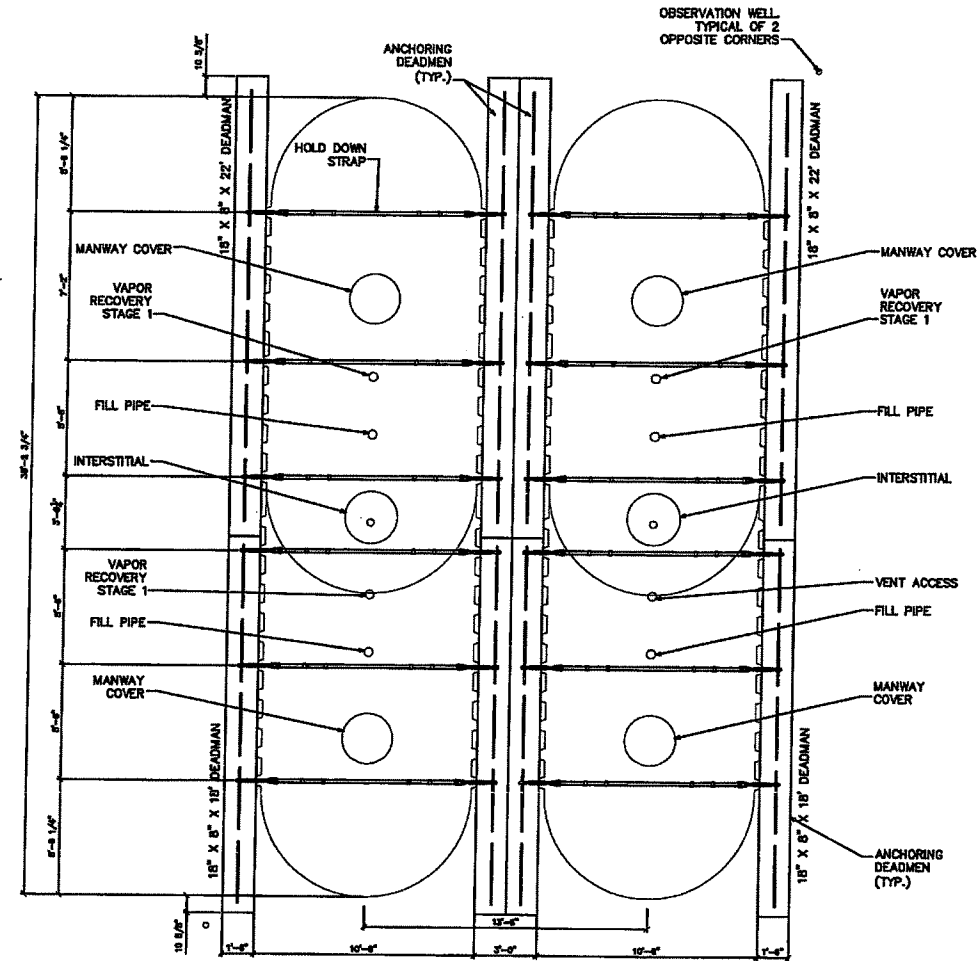
4460 STATE HIGHWAY ROUTE 6  
EASTHAM, MASSACHUSETTS

CUMBERLAND FARMS, INC.  
100 CROSBY BOULEVARD  
FRAMINGHAM, MA 01702

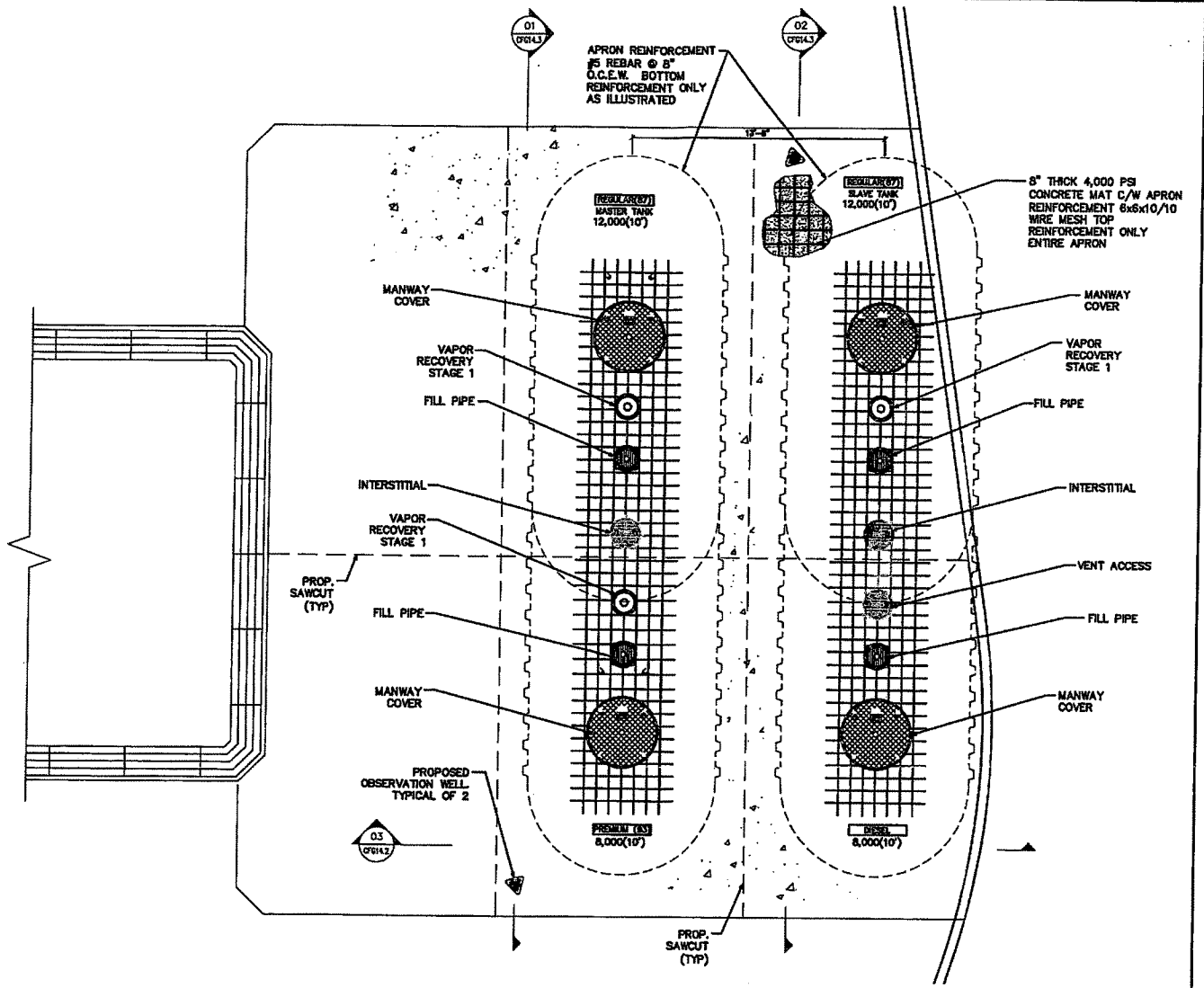
DATE: DECEMBER 4, 2015  
FILE: 366815.DWG  
DRAWN BY: DSA

UST COVER SHEET  
CFG14.0

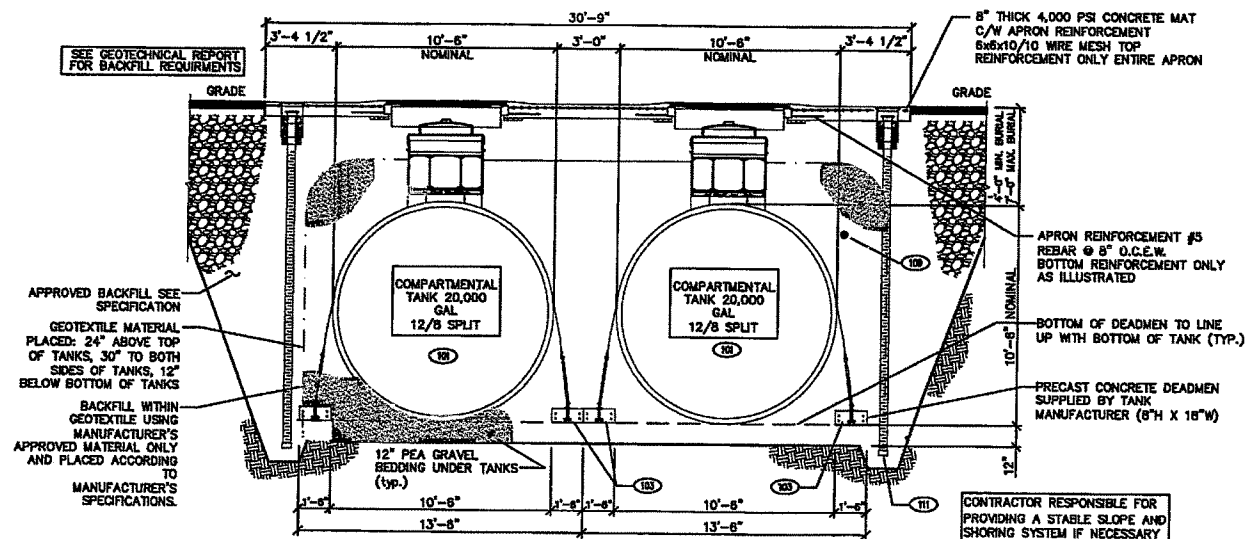
MHF PROJECT NO. 366815 SHEET 1 OF 7



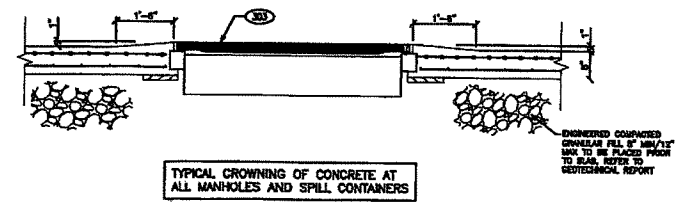
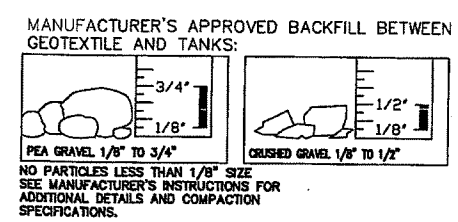
**01 TANK DEADMAN ANCHORING PLAN**  
 CFG14.2 SCALE: 1/4" = 1'-0"



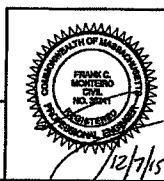
**02 TANK TOP APRON - PLAN VIEW**  
 CFG14.2 SCALE: 1/4" = 1'-0"



**03 TANK FIELD CROSS SECTION**  
 CFG14.2 SCALE: 1/4" = 1'-0"



**04 TYPICAL CROWNING DETAIL**  
 CFG14.2 SCALE: 3/4" = 1'-0"



REVISIONS			
NO.	DATE	REV. BY	DESCRIPTION

V# 0667  
 Store# 6731  
 Gas Station# 2497  
 Facility # 204755

4460 STATE HIGHWAY ROUTE 6  
**EASTHAM, MASSACHUSETTS**

CGI - DOUBLE WALL FIBREGLASS TANK INSTALLATION FOR:  
**TWO (2) 20,000 (12/8 SPLIT) GALLON TANKS**

SCALE: AS NOTED  
 DATE: DECEMBER 4, 2016  
 FILE: 3068 CFG14.2  
 DRAWN BY: MHF

**Cumberland Farms**  
 CUMBERLAND FARMS, INC.  
 100 Dorothea Boulevard  
 Framingham, MA 01702

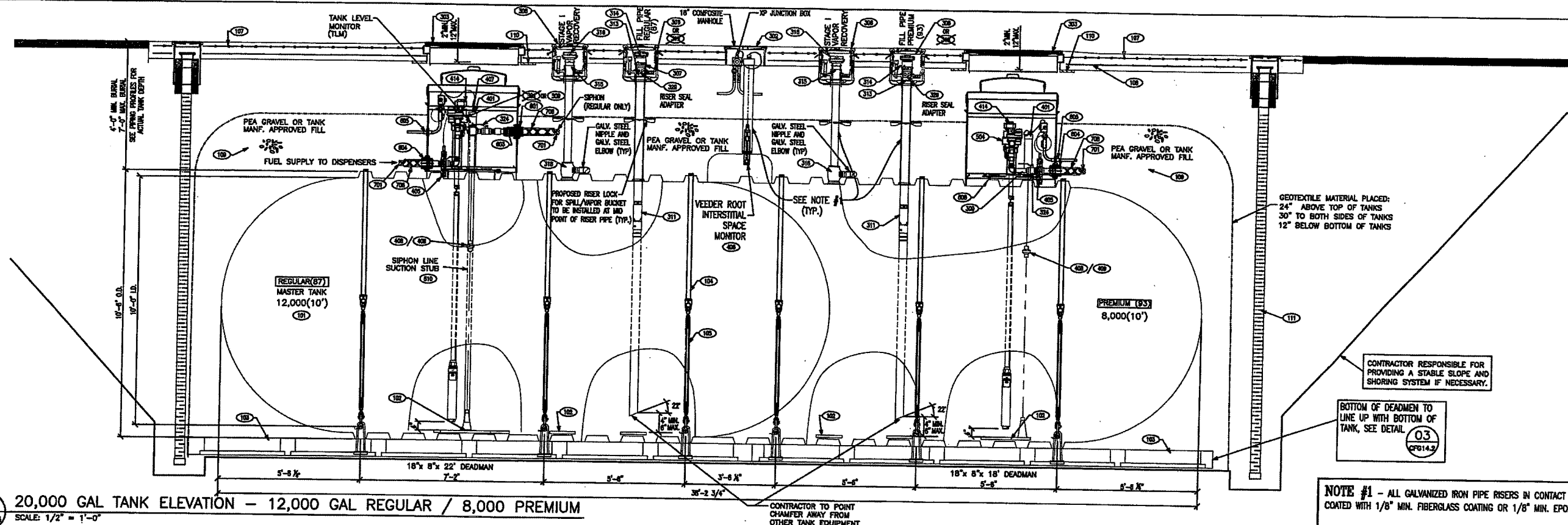
**TANK INSTALLATION DETAILS** CFG14.2

F:\Projects\CAD\386815\JUST PLANS\3868 CFG14.2.dwg Layout1 12/07/15 2:20pm DSA

**MHF Design Consultants, Inc.**  
 44 Silas Road, Suite One  
 Salem, New Hampshire 03079  
 (603) 883-0720  
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F:\Projects\CAD\368615\UST PLANS\3686 CF614.3.dwg CF614.3 12/07/15 2:21pm DSA

01 20,000 GAL TANK ELEVATION - 12,000 GAL REGULAR / 8,000 PREMIUM  
CF614.3 SCALE: 1/2" = 1'-0"

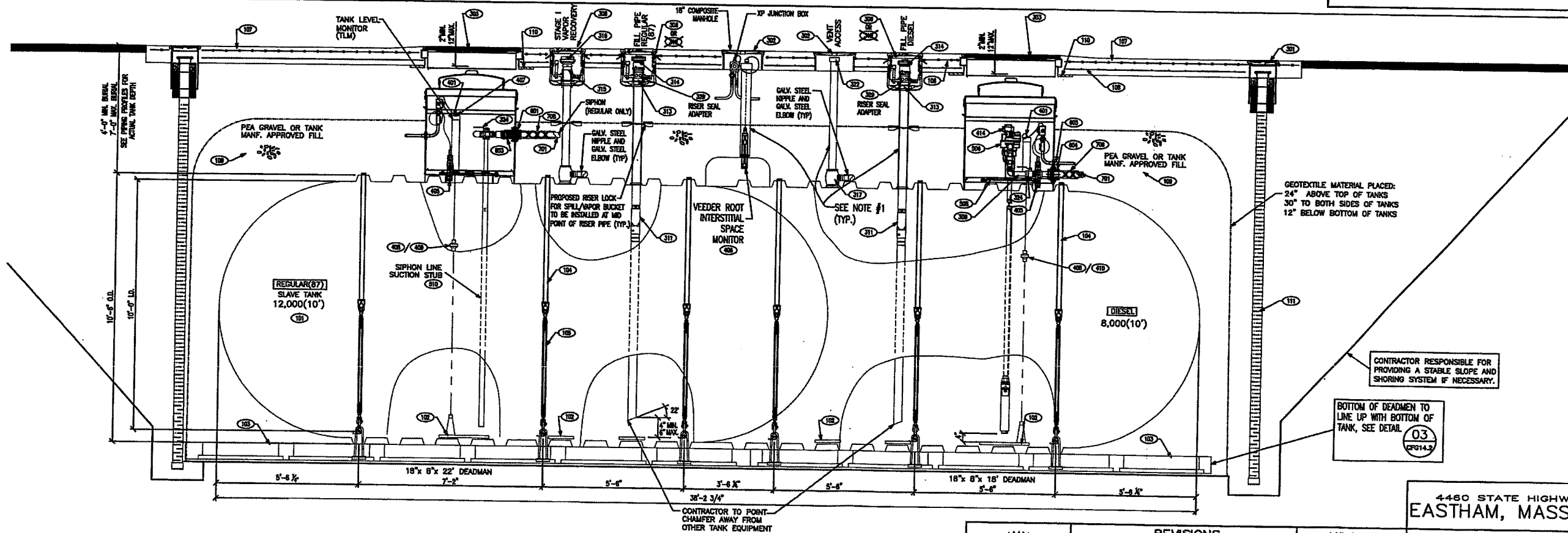


CONTRACTOR RESPONSIBLE FOR PROVIDING A STABLE SLOPE AND SHORING SYSTEM IF NECESSARY.

BOTTOM OF DEADMEN TO LINE UP WITH BOTTOM OF TANK, SEE DETAIL 03 CF614.3

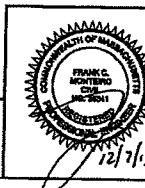
NOTE #1 - ALL GALVANIZED IRON PIPE RISERS IN CONTACT WITH BACKFILL SHALL BE COATED WITH 1/8\"/>

02 20,000 GAL TANK ELEVATION - 12,000 GAL REGULAR / 8,000 DIESEL  
CF614.3 SCALE: 1/2" = 1'-0"



CONTRACTOR RESPONSIBLE FOR PROVIDING A STABLE SLOPE AND SHORING SYSTEM IF NECESSARY.

BOTTOM OF DEADMEN TO LINE UP WITH BOTTOM OF TANK, SEE DETAIL 03 CF614.3



REVISIONS			
NO.	DATE	REV. BY.	DESCRIPTION

V# 0667  
Store# 6731  
Gas Station# 2497  
Facility # 204755

4460 STATE HIGHWAY ROUTE 6  
EASTHAM, MASSACHUSETTS

CSI - DOUBLE WALL FIBERGLASS TANK INSTALLATION FOR:  
**TWO (2) 20,000 (12/8 SPLIT) GALLON TANKS**

**Cumberland Farms**  
100 Crossing Boulevard  
Framingham, MA 01702

SCALE: AS NOTED  
DATE: DECEMBER 4, 2015  
FILE: 3686 CF614.3  
DRAWN BY: MHF  
TANK INSTALLATION DETAILS  
CF614.3

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II. 5:15 pm

**LEGAL NOTICE**  
**TOWN OF EASTHAM**  
**PROPOSED FY 17 FEE SCHEDULE**  
**PUBLIC HEARING**

The Board of Selectmen will hold a public hearing on Tuesday, January 19, 2016 at 5:05 PM at the Eastham Town Hall, in the Earle Mountain Room, 2500 State Highway, Eastham, MA 02642, on Proposed FY17 Fee Increases for: visitor/non-resident beach stickers and commercial tip fees at the transfer station. A list of proposed changes will be available at Town Hall, in the administration office, and on the town's website in the BOS meeting packet.

*Published in the Friday, January 8, 2016 Cape Cod Times*





## TOWN OF EASTHAM

2500 Stare Highway, Eastham, MA 02642-2544  
All departments 508-240-5900 • Fax 508-240-1291  
[www.eastham-ma.gov](http://www.eastham-ma.gov)

TO: Board of Selectmen  
FROM: Jacqui Beebe  
RE: 2016-2017 Fee Requests  
DATE: January 19, 2016

**Beach & Recreation:** Recommending changes for FY17 (effective April 1, 2016)

After our fee discussion on 12/9/15, I redid the numbers based on your desire to keep the resident beach sticker fee at the same rate. Unfortunately, I can't breach the gap entirely, but by increasing the parking and seasonal sticker fees we can lower the deficit, so I am recommending the following compromise:

- *Resident Beach Stickers* remain at \$25.00. Replacement sticker increased to \$7
- *Daily Pass:*
  - All Daily Parking to \$20 (from \$15 weekday and \$18 weekend)
  - Labor Day Pass to \$50 (from \$40)
- *Visitor Stickers*- Have not been raised for 3 summers, so increase:
  - Weekly stickers to \$70 (from \$65)
  - Two-week stickers to \$125 (from \$100)
  - Seasonal stickers to \$225 (from \$180)

**The DPW/Transfer Station** needs an increase for commercial tip fees:

- *Commercial Tip Fee for private haulers*- we are proposing a fee increase from \$95 to \$125 per ton, effective February 1, 2016)

Tip fees vary widely from town to town and it is vital to stay current with this fee to avoid excess expense for the town. Currently rates vary from a low in Orleans of \$80 to a high in Provincetown of \$140. The Town of Wellfleet had closed its transfer station to private haulers last year, which had an immediate effect of increasing commercial tipping in Eastham from 450 to 920 tons. The town is paying \$65 per ton plus transportation and handling at SEAMASS and this fee change will ensure that revenue stays ahead of expense, so we are not subsidizing private hauler operations.



III. A. 1.

Town of Eastham  
2500 State Highway  
Eastham, MA 02642  
508.240.5900  
fax 508.240.1291  
[www.eastham-ma.gov](http://www.eastham-ma.gov)

**Discussed at the January 6, 2016 meeting. To vote at the January 19, 2016 meeting.**

## **USE OF THE EASTHAM WINDMILL GREEN AND BANDSTAND POLICY**

### **1.0 Authority**

The Board of Selectmen hereby adopts a set of guidelines for the use of the Town of Eastham's Windmill Green and the Bandstand.

### **2.0 Purpose**

It is the intention of the Board of Selectmen of the Town of Eastham to make the Windmill Green and Bandstand available to all qualified applicants as per the regulations described further in this policy.

### **3.0 Applicability**

This policy shall apply to **eligible** individuals or organizations wishing to use the Windmill Green and/or the Bandstand for any event and/or program.

### **4.0 Definition**

The Windmill Green and the Bandstand is the area known as the facility across from the Town Hall.

### **5.0 Responsibility**

The Board of Selectmen or their designee is responsible for ensuring that this policy is upheld and that policy guidelines are followed.

### **6.0 Standards/Rules and Regulations**

#### **6.1 Eligibility**

**Eastham residents, Eastham based non-profits, and Town sponsored groups** shall be eligible to apply to use the Windmill Green and/or the Bandstand.

Applications shall not be considered from groups or individuals who discriminate in their membership, programs or philosophy on the basis of sex, race, color, creed, national origin, disability, marital status, veteran status, age or sexual orientation.

Repeat use may be denied to groups or individuals who fail to abide by this and other policies, rules and regulations pertaining to the use of town property.

#### **6.2 Use of the Windmill Green/Bandstand shall be governed by the following rules and regulations:**

**6.2.1** Events shall be scheduled during daylight hours, and no event shall continue past 8:00 p.m. The applicant may set up for the event after 4:00 p.m. the day previous to the event (when the area is available), and must have the Windmill Green cleaned up by noon of the day following the event. Event shall not exceed more than three (3) days.

**6.2.2** The applicant is responsible for set up and clean up of the Windmill Green after the event, including the picking up of all litter, taking away of recyclable materials, and the removal of any display material and signage. The applicant is required to provide the necessary containers for recyclable materials. (Check with the town for a full list of recyclable items)

**6.2.3** Signs, notices or other items may not be attached to any structure, tree, or trash recycling bin on the Windmill Green. (Permits are required for signs)

**6.2.4** No activity may charge a fee for the event. Items may be sold if permitted by the Board of Selectmen or their designee, and state and local license requirements are met.



**6.2 Use of the Windmill Green/Bandstand shall be governed by the following rules and regulations:  
Continued**

- 6.2.5 The use or sale of alcoholic beverages is prohibited on the Windmill Green.
- 6.2.6 **Pursuant to M.G.L. Ch 270, §22(j), and the Town of Eastham's policy Prohibiting Smoking in Workplaces and Public Places, Smoking is prohibited on the Windmill Green, a town owned park.**
- 6.2.7 Motor Vehicles may be allowed on the Windmill Green if requested on the application and a \$25 per event fee is paid.
- 6.2.8 There shall be no discharge of firearms except for ceremonial purposes and as approved by the Police.
- 6.2.9 There shall be no fires permitted, with the exception of candles which may be held by individuals participating in ceremonies, such as weddings, etc. Candles may not be placed along or attached to any structure on the Windmill Green.
- 6.2.9.1 For any event utilizing the Bandstand, a single noise complaint shall be sufficient to permit the police to order discontinuance of the noise portion of the event. A second complaint shall be sufficient for the police to order the end of the event and the clearing of the entire Windmill Green.
- 6.2.9.2 Amplified music shall only be allowed by special permission of the Board of Selectmen or their designee.
- 6.2.9.3 No additional lighting may be installed, on either a temporary or permanent basis, without the explicit approval of the Board of Selectmen.
- 6.2.9.4 Dogs are prohibited on the Windmill Green during events.  
All other times dogs are allowed on Windmill Green only on a leash.
- 6.2.9.5 The applicant must agree to indemnify and hold the Town of Eastham harmless against any and all claims which may be made against the Town for property damages and personal injuries sustained by any person including the user which may result from the use of said property by the user. The applicant must also furnish proof of general liability insurance naming the Town as additional insured. Liability Limits as follows: **Comprehensive General Liability-Bodily Injury~\$1,000,000 Aggregate**

**7.0 Procedure**

All applicants shall be required to complete and sign the Application for Use of the Windmill Green and/or Bandstand. Applications and fees must be turned into the Town designee no less than eight weeks prior to the requested event date. A \$200 refundable damage deposit check is required, and must be submitted 3 days before the event.

Should two (2) or more applicants request the same day(s), preference shall be given to events sponsored by the town.

**7.1 Fee Schedule**

The following must be submitted and paid by the applicant at the time of application submittal:

- 1. A certification of current/valid insurance coverage.
- 2. A peddler's permit if anything is being sold on public property.
- 3. The appropriate use fees as follows:
  - \$100 per day use fee
  - \$25 per event fee if you intend to provide portable toilets.
  - \$25 per event fee for vehicle access for set up and take down only.  
(Vehicles not being actively loaded or unloaded may not be parked on the Green.)
  - \$25 per event fee if you intend to use/provide tents.

A \$200 refundable damage deposit check is required, and must be submitted 3 days before the event.

**8.0 The Board of Selectmen or their designee reserves the right to reject any and all requests.**

**9.0 Effective Date**

This policy is effective as of September 15, 2008.

*This policy was adopted by the Board of Selectmen at a public meeting on September 15, 2008.*



Town of Eastham  
2500 State Highway  
Eastham, MA 02642  
508.240.5900  
fax 508.240.1291  
[www.eastham-ma.gov](http://www.eastham-ma.gov)

## APPLICATION FOR THE USE OF THE WINDMILL GREEN AND BANDSTAND

Date of Application: \_\_\_\_\_

Date of Event: \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Sponsoring Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

**Description of the Event:** Include name of event (if any), type of activity, expected number of persons, and any equipment, tables, structures, tents etc., that will be erected.

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

Do you require a special waiver on any component of the Windmill Green Policy ? No \_\_\_\_\_ Yes \_\_\_\_\_

If Yes, please explain \_\_\_\_\_

Will there be items sold at this event? No \_\_\_\_\_ Yes \_\_\_\_\_

If Yes, please describe. \_\_\_\_\_

Will there be a charge for admission? No \_\_\_\_\_ Yes \_\_\_\_\_

If Yes, please describe. \_\_\_\_\_

The following must be submitted and paid by the applicant at the time of application submittal.

1. A certification of current/valid insurance coverage.
2. A peddler's permit if anything is being sold on public property.
3. The appropriate use fees as follows:
  - ☐ \$100 per day use fee
  - ☐ \$25 per event fee if you intend to provide portable toilets.
  - ☐ \$25 per event fee for vehicle access for set up and take down only  
(vehicles not being actively loaded or unloaded may not be parked on the Green)
  - ☐ \$25 per event fee if you intend to use/provide tents.
  - ☐ A \$200 refundable damage deposit check is required, and must be submitted 3 days before the event.



---

**INSURANCE:**

Does the organization carry insurance? Yes \_\_\_\_\_ No \_\_\_\_\_  
If Yes, indicate the amount: \_\_\_\_\_ and the Agent's name: \_\_\_\_\_

*A copy of the Certificate of Insurance must be provided naming the Town of Eastham as included in the coverage.*

**INDEMNIFICATION:** The applicant must agree to indemnify and hold the Town of Eastham harmless against any and all claims which may be made against the Town for property damages and personal injuries sustained by any person including the user which may result from the said property by the user. The applicant must furnish proof of general liability insurance naming the Town as additional insured. (See the Windmill Green & Bandstand Policy.)

---

**AGREEMENT:**

I have carefully read the rules and regulations of the Town of Eastham's Guidelines for the Use of the Windmill Green and Bandstand and fully understand their content. I accept responsibility for the proper use of the facilities and for the actions and conduct of the group using the Town of Eastham facilities for this function. I will assume all responsibility for all fees, charges, and damage claims from such use of the facilities.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_ **Telephone:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Information or Questions:** Please call Mark Powers, Recreation & Beach Director-508-240-5974.

**Mail or deliver completed applications to:** Town of Eastham- 2500 State Highway -Eastham, MA 02642

---

**This section to be completed by the Town of Eastham.**

*Approval of the following is required before this application is approved:*

**Fire Dept.** \_\_\_\_\_ **Police Dept.** \_\_\_\_\_

**Health Dept.** \_\_\_\_\_ **Recreation Dept.** \_\_\_\_\_

**Building Dept.** \_\_\_\_\_ **Bldg. Maintenance Dept.** \_\_\_\_\_

**Town Administrator** \_\_\_\_\_

**APPROVAL/DENIAL**

This application has been ☐ **Approved** ☐ **Denied**

If approved, reservations have been made according to the above information with the understanding that the policies and regulations of the Board of Selectmen will be followed.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**This application has been denied because:** \_\_\_\_\_

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



# Wellfleet SPAT

Shellfish Promotion and Tasting, Inc.

Producers of the Wellfleet OysterFest™

info

Select Board and Administration  
Town of Eastham  
2500 State Highway  
Eastham, MA 20642

ADMINISTRATION

JAN 15 2016

RECEIVED

January 14, 2016

Dear Eastham Selectmen and Town Administrators,

My name is Michele Insley and I am the Executive Director for Wellfleet SPAT, Shellfish Promotion and Tasting, Inc. For the last seven years, SPAT has produced the SPAT SummerFair - a Fine Art and Craft Fair- on the Windmill Green. It is come to my attention that there may be a policy change restricting the use of this area, which may preclude SPAT from utilizing the Green in the future. I have not been privy to discussions leading up to this proposal and wonder if it is a fiscal decision or a result of an incident? Regardless, I would like to use this opportunity to inform you about the event and why it is of benefit to the community of Eastham.

The SPAT SummerFair was developed to provide a family friendly activity for visitors and residents, to provide an attractive and well-attended venue for artisans to exhibit their work and to promote Cape Cod's shellfishing traditions. I feel that we achieved all three successfully while being a respectful tenant of Eastham. In fact anytime there was a slight issue, SPAT responded proactively (i.e. hiring a police detail when requested or seeking alternate parking for vendors rather than the Town Hall lot).

In an effort to offer an enriching alternative to the beach, the SummerFair offers high quality artwork, children's activities and educational displays. The educational displays have been presented by Mass Audubon Wellfleet Bay Wildlife Sanctuary and Wellfleet SPAT with the intention of informing visitors about the Cape's unique marine environment as well its significant shellfishing and aquaculture industries. It is for these reasons that the SPAT SummerFair is an asset to Eastham. There is plenty of room for Town of Eastham to become involved in this event. The SPAT SummerFair would be an ideal opportunity for the Eastham to tell visitors about the town's unique value proposition and it's own shellfishing industry. SPAT invites partnership. We are all in the same boat, better to row together than separately.

In closing, SPAT understands that policies and fee schedules need to keep pace with the times. The Town of Wellfleet faced the same issues last year. Please consider this policy change carefully. I urge the Selectmen of Eastham not to limit the town from including potential events and partners that may be a beneficial collaboration or a unique offering to the residents and visitors of Eastham.

Thank you for your consideration.

Respectfully submitted,

*Michele Insley*

Michele Insley, Executive Director  
Wellfleet SPAT



## TOWN OF EASTHAM

2500 State Highway, Eastham, MA 02642 - 2544

All departments 508 240-5900 Fax 508 240-1291

[www.eastham-ma.gov](http://www.eastham-ma.gov)

III.A.2

**January 19, 2016**

To: Board of Selectmen

From: Sheila Vanderhoef, Town Administrator

**Re: Committee Resignations**

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Please see the attached notification of resignation and letters to sign for both Robert Smith from the Planning Board and Search Committee, and Lian Smith from the Recycling Committee.

III. A. 3

**January 19, 2016**

To: Board of Selectmen

From: Sheila Vanderhoef, Town Administrator

Re: **Committee Appointments**

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The following is the information needed to make one committee appointment.

**Joseph Manas**

The Planning Board recommends the appointment of Joseph Manas to the Planning Board as a regular member. Mr. Manas was appointed to serve as an alternate member on this Board on December 21, 2015.

If the Board appoints him, his first term would commence January 19, 2016 and expire June 30, 2016. He seeks to replace Robert Smith, who resigned 1/19/16, and whose term was to expire 6/30/16.

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## **Charge To The Planning Board**

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**9-5-10 -Planning Board.** A Planning Board of seven members shall be appointed by the Board of Selectmen to three-year overlapping terms. The Planning Board shall cooperate with the Conservation Commission and the Board of Health and shall participate in joint meetings with them at least once annually.

**From the Eastham Home Rule Charter-1992**

# YEAR ROUND PART TIME EMPLOYEE COMPENSATION SCHEDULE

III - A.4

JOB TITLE	SUMMER 2014 EFFECTIVE MAY 1, 2014 Until further notice		Effective January 19, 2016
	STEP 1	STEP 2	
<b><u>BEACH/RECREATION DEPARTMENT</u></b>			
HEAD LIFEGUARD	15.00	15.25	
SWIM INSTRUCTOR/WSI LIFEGUARD	14.00	14.25	
LIFEGUARD	14.00	14.25	
PLAYGROUND PROGRAM DIRECTOR	15.75	16.00	
PLAYGROUND LEADER	11.00	11.25	
ASSISTANT BEACH SUPERVISOR	15.00	15.25	
HEAD STICKER SELLER	14.00	14.25	
STICKER SELLERS	11.00	11.25	
BEACH GATE ATTENDANT	11.00	11.25	
RECYCLER	12.50	12.75	
HEAD MILLER	11.50		
ASSISTANT MILLER	11.00		
ON CALL RECREATION LEADER *	12.50		
<b><u>POLICE</u></b>			
SEASONAL POLICE OFFICER	14.50	15.00	
YEAR ROUND ON CALL POLICE OFFICER *	14.75	15.50	
YEAR ROUND ON CALL DISPATCHER/CLERK *	15.50		
YEAR ROUND ON CALL MATRON *	14.50	15.00	
<b><u>NATURAL RESOURCES/DPW</u></b>			
TRANSFER STATION/DPW LABORER	12.75	13.50	
WHARFINGER	12.50	12.75	
<b>ON-CALL SNOW PLOW/SANDING DRIVERS *</b>	<b>20.00</b>	<b>20.00</b>	<b>25.00</b>
CASUAL ON-CALL DPW LABORER *	14.50	15.00	
<b><u>ELECTIONS/TOWN CLERK</u></b>			
ELECTION TELLERS *	7.75		
ELECTION/DEPUTY WARDENS *	10.00		
REGISTRAR OF VOTERS *	8.00		
<b><u>LIBRARY</u></b>			
LIBRARY ASSISTANT	12.75	13.00	
<b><u>COUNCIL ON AGING</u></b>			
COA VAN DRIVER *	12.75		

Adopted Board of Selectman: April 7, 2014

\* Salary adjustments made on July 1, of each year. All other salaries on this scale effective May 1 of the year.

Key: Employee shall move one step on recommendation of the Department Head and after Service as below:

1. 8 weeks of continuous Service
2. 200 hours of Service or Training May- May
3. 100 Hours of Service or Training May-May

## **Seasonal Employee Rates for Town-Owned Equipment FY16**

The Department of Public Works needs to hire additional snow plow drivers for the FY16 winter season. These drivers will cover the established town roads and the new private roads that were approved for plowing this year. The advertisement for this job includes a pay rate of \$20.00 an hour. We researched what other municipalities are paying for these types of employees.

In the Town of Milford they advertised for Light Equipment Operator at \$19.55 and Heavy Equipment Operator at \$21.79. Scott Crisafulli noted they have not had any luck at filling the positions at this pay rate. In the Town of Hopkinton they pay \$ 21.63 per hour for drivers using town equipment. In the Town of Hull they pay winter drivers \$25.00 an hour with or without a CDL. The Town of Wenham also pays a straight \$25.00 an hour for winter drivers. Richard Nota of the Town of Harvard noted they pay \$27.00 an hour for seasonal snow plow drivers using town equipment.

In the Town of Wellesley they pay \$20.00 to \$25.00 an hour depending on licenses and experience. It was noted most seasonal hires start at the \$20.00 an hour rate, but do not operate snow plow trucks. They are only allowed to operate a trackless sidewalk plow and a shovel. The Town of Westford base compensation on experience. One to two year experience is \$37.00 an hour, three to five years of experience is \$39.00 an hour and five plus years of experience is \$46.00 an hour.

The pay rates do vary from town to town, but one trend that is noticeable is that Eastham is at the low end of the pay rate scale and that makes it much harder to find qualified drivers.