

# ANNUAL REPORT

## 2022



## Town of Brewster

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Tel: (508) 896-3701

2198 Main St, Brewster, MA 02631





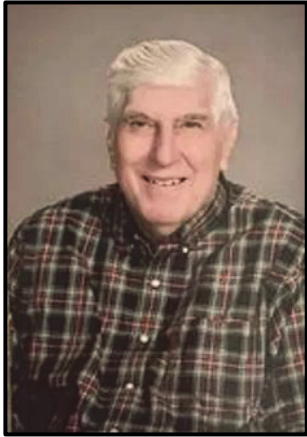
## ABOUT THE FRONT COVER

Brewster residents attended the dedication of the new First Light Beach during a ribbon-cutting ceremony in June 2022. The name honors the Wampanoag people, who have lived on the Cape for approximately 12,000 years. The word “Wampanoag” translates to “People of the First Light”.



## IN MEMORIAM 2022

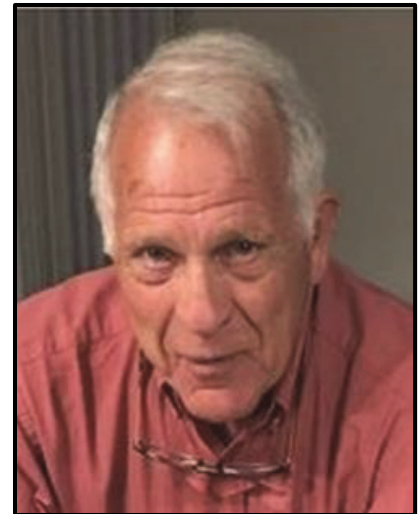
### James O'Leary



James O'Leary was born in Janesville, WI on February 26, 1948. After 30 years in CT, in 2010, Jim and his wife, Cindy, moved full-time to their favorite family summer vacation destination, Brewster. Jim was generous with his spirit and his time throughout his life, volunteering on the Executive Board of the Bartlett Hill Homeowner's Association, on the Board of Directors of the Brewster Community Solar Garden Co-op, on the Brewster Finance Committee, and the South Hill Homeowner's Association Board of Directors. Most recently, he was elected to and served on the Nauset Regional School Committee.

### Elbert Ulshoeffter

Elbert C. Ulshoeffter's Jr. worked as the Building Commissioner in a number of Cape Cod towns until he retired. He resided in Brewster, MA where he settled into his passion of antiques and junking. He loved auctions, yard sales, estate sales and picking the dump, as well as various thrift shops, especially Our Lady of the Cape. He was closely involved in Brewster town politics and was proud to sometimes be referred to as the "Conscience of Brewster".



### Eleanor "Ellie" Johnson



Ellie met her husband Peter on Cape Cod in 1962. They raised two children and Ellie spent the majority of her career as the WGBY-TV Auction Manager—a job which both fulfilled her and allowed her to spend her summers on the Cape. Ellie and Peter retired in Brewster, where she served on the Board of the Cape Cod Museum of Natural History and volunteered for the Brewster Conservation Trust and the Brewster Swap Shop, among other local organizations.

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# GENERAL GOVERNMENT

# MASSACHUSETTS ELECTED OFFICIALS

## REPRESENTATIVE IN GENERAL COURT

### First Barnstable District

Timothy Whelan (R)

State House, RM 39

Boston, MA 02133

## REPRESENTATIVE IN GENERAL COURT

### Fourth Barnstable District

Sarah K. Peake (D)

State House, Rm 163

Boston, MA 02133

617-722-2040 fax: 617-722-2239

[Sarah.peake@mahouse.gov](mailto:Sarah.peake@mahouse.gov)

District Office: 508-487-5694

## SENATOR IN GENERAL COURT

### Cape & Islands District

Julian Andre Cyr (D)

24 Beacon Street, Room 405

Boston, MA 02133

617-722-1570

[julian.cyr@masenate.gov](mailto:julian.cyr@masenate.gov)

## REPRESENTATIVE IN CONGRESS

### Ninth District

William R. Keating (D)

Rm 2351, Rayburn HOB

Washington, DC 20515

202-225-3111

[www.house.gov/keating](http://www.house.gov/keating)

259 Stevens St. Suite E

Hyannis, MA 02601

508-771-6868

## SENATOR IN CONGRESS

### Ninth District

Elizabeth Warren (D)

317 Russell Senate Office Building

Washington, DC 20515

202-224-4543

<http://www.warren.senate.gov/>

2400 JFK Federal Building

15 New Sudbury Street

Boston, MA 02203

617-565-3170

## SENATOR IN CONGRESS

### Ninth District

Edward J. Markey (D)

218 Russell Senate Office Building

Washington, DC 20510

Phone: (202) 224-2742

<http://www.markey.senate.gov/>

10 Causeway Street, Suite 559

Boston, MA 02222

Phone: (617) 565-8519

## GOVERNOR

Charlie Baker (R)

State House, Rm 280

Boston, MA 02133

## ATTORNEY GENERAL

Maura Healey

One Ashburton Place

Boston, MA 02108

617-727-2200

[www.mass.gov/ago](http://www.mass.gov/ago)

[ago@state.ma.us](mailto:ago@state.ma.us)

## SECRETARY OF THE COMMONWEALTH

William Francis Galvin (D)

One Ashburton Place, Rm 1611

Boston, MA 02108

1-800-392-6090

<http://www.sec.state.ma.us>

[cis@sec.state.ma.us](mailto:cis@sec.state.ma.us)

# BARNSTABLE COUNTY ELECTED OFFICIALS

## COUNTY COMMISSIONERS

Barnstable County Complex  
3195 Main Street  
Barnstable, MA 02630  
508-375-6600

## ASSEMBLY OF DELEGATES

Barnstable County Complex  
3195 Main Street  
Barnstable, MA 02630  
508-375-6761

## COMMISSIONERS:

Sheila Lyons (Wellfleet)  
Ronald Bergstrom (Chatham)  
Mark Forest (Yarmouth) - Chair

## DELEGATES:

Patrick Princi (Barnstable) - Speaker  
Mary Chaffee (Brewster)  
George Slade (Bourne)  
Randi Potash (Chatham) - Deputy Speaker  
John Ohman (Dennis)  
J. Terence Gallagher (Eastham)  
Daniel Gessen (Falmouth)  
Elizabeth Harder (Harwich)  
Michaela Wyman-Colombo (Mashpee)  
Jon R. Fuller (Orleans)  
Brian O'Malley (Provincetown)  
James Killion (Sandwich)  
Sallie Tighe (Truro)  
Lilli Ann Green (Wellfleet)  
Susan Warner (Yarmouth)



**TOWN OF BREWSTER  
ELECTED OFFICIALS  
2022**

TERM    EXPIRES

**SELECT BOARD**

**3 YEAR TERM**

**FIVE MEMBERS**

Cynthia A. Bingham		2025
David C. Whitney	Chair	2025
Edward (Ned) Chatelain	Vice-Chair	2023
Mary W. Chaffee		2024
Kari Sue Hoffmann	Clerk	2024

**BOARD OF HEALTH**

**3 YEAR TERM**

**FIVE MEMBERS**

Penny H. Holeman		2025
Casey Chatelain		2023
David Bennett		2025
Annette L. Graczewski	Chair	2023
Kimberley Pearson	Vice-Chair	2024

**MODERATOR**

**1 YEAR TERM**

**ONE MEMBER**

2023

Charles L. Sumner

**CONSTABLE**

**1 YEAR TERM**

**ONE MEMBER**

Roland W. Bassett, Jr		2023
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**PLANNING BOARD**

**5 YEAR TERM**

**SEVEN MEMBERS**

Elizabeth Taylor		2025
Robert Michaels	Clerk	2027
Madalyn Hillis-Dineen	Chair	2026
Alexander Wentworth		2027
Charlotte Degen		2024
Antone J Freitas		2025
Amanda Bebrin	Vice-Chair	2023

**NAUSET REG'L SCHOOL DISTRICT COMMITTEE**

**3 YEAR TERM**

**FOUR ELECTED MEMBERS**



Richard Stewart	2024
Thomas Fitzgibbons	2023
Cathryn Lonsdale	2025
Richard Draper	2025

**TOWN OF BREWSTER  
ELECTED OFFICIALS  
2022**

TERM    EXPIRES

**BREWSTER SCHOOL COMMITTEE**

**3 YEAR TERM**

**FIVE MEMBERS**

Carol Jelinek	2025
Judith Anne Lech	2023
Katie Miller Jacobus	2025
Casey Mecca	2024
Sarah Sherman	2023

**RECREATION COMMISSION**

**3 YEAR TERM**

**FIVE MEMBERS**

Allen J. Ryone		2025
Marie Enochy		2025
Roland W. Bassett, Jr.	Chair	2023
Brandon Rice		2023
Thomas J. Wingard, Jr.	Vice-Chair	2024

**BREWSTER OLD KINGS HWY REG'L HISTORIC DISTRICT**

**4 YEAR TERM**

**FOUR ELECTED MEMBERS**

Carol Appleton		2024
Patricia Busch		2023
James Trabulsie	Chair	2023
Steven Bergquist		2025
Thomas Turcketta	Builder-Vice-Chair	2025

**BREWSTER HOUSING AUTHORITY**

**FIVE YEAR TERM**

**FIVE MEMBERS**

Laurel Labdon		2024
Zachary Volpicelli		2026
Stephen Ferris	Appted by State	2026
Christine Boucher		2027
Robert Ziegler		2025

**Town of Brewster  
APPOINTED OFFICIALS**

<b>OFFICE/BOARD/COMMITTEE/COMMISSION</b>	<b>NAME</b>	<b>TERM END DATE OF APPT.</b>	
<b>AGRICULTURE COMMISSION</b>			
MEMBER	STEPHAN BROWN	6/30/2023	6/15/2020
MEMBER	JANE WEBER	6/30/2023	6/15/2020
<b>ALEWIFE COMMITTEE</b>			
MEMBER	DOUG ERICKSON	6/30/2025	7/11/2022
MEMBER	GARY KASER	6/30/2023	3/16/2020
<b>ALEWIFE WARDEN</b>			
MEMBER	DOUG ERICKSON	6/30/2023	7/11/2022
MEMBER	GARY KASER	6/30/2023	4/13/2020
MEMBER	WILLIAM LEMAITRE	6/30/2023	7/11/2022
<b>ALL CITIZENS ACCESS</b>			
MEMBER	LAUREL LABDON	6/30/2024	6/21/2021
<b>ASSESSORS BOARD</b>			
MEMBER	SUSAN BARKER	6/30/2024	1/31/2022
MEMBER	G. HOWARD HAYES	6/30/2023	6/15/2020
MEMBER	MARJORIE MCGINNIS	6/30/2025	8/8/2022
<b>AUDIT COMMITTEE</b>			
MEMBER	HARVEY PETE DAHL	6/30/2025	
MEMBER	KARL FRYZEL	6/30/2024	8/6/2021
MEMBER	HONEY PIVIROTTO	6/30/2024	
MEMBER	DAVID WHITNEY	6/30/2023	11/2/2020
<b>BAY PROPERTY PLANNING COMMITTEE</b>			
MEMBER	AMANDA BEBRIN	6/30/2023	2/28/2022
MEMBER	MARY CHAFFEE	6/30/2023	2/28/2022
MEMBER	NED CHATELAIN	6/30/2023	2/28/2022
MEMBER	KARL FRYZEL	6/30/2023	2/28/2022
MEMBER	PATRICIA HUGHES	6/30/2023	2/28/2022
MEMBER	KATIE JACOBUS	6/30/2023	2/28/2022
MEMBER	PETER JOHNSON	6/30/2023	2/28/2022
MEMBER	CAROLINE MCCARLEY	6/30/2023	2/28/2022
MEMBER	CLARE O'CONNOR-RICE	6/30/2023	2/28/2022
MEMBER	JOHN PHILLIPS	6/30/2023	2/28/2022
MEMBER	THOMAS WINGARD	6/30/2023	2/28/2022

<b>OFFICE/BOARD/COMMITTEE/COMMISSION</b>	<b>NAME</b>	<b>TERM END DATE OF APPT.</b>	
<b>BICYCLE AND PEDESTRIAN COMMITTEE</b>			
MEMBER	ROLAND BESSETTE	6/30/2024	1/24/2022
MEMBER	MICHELLE BITZER	6/30/2025	10/3/2022
MEMBER	JOHN MCLAUGHLIN	6/30/2024	1/31/2022
VICE-CHAIR	SUSAN RISEMAN	6/30/2023	6/15/2020
CHAIR	JOSEPH SULLIVAN, III	6/30/2024	6/21/2021
<b>BREWSTER AFFORDABLE HOUSING TRUST</b>			
MEMBER	NED CHATELAIN	6/30/2024	7/11/2022
MEMBER	VANESSA GREENE	6/30/2023	7/12/2021
MEMBER	TIMOTHY HACKERT	6/30/2024	7/11/2022
MEMBER	MADALYN HILLIS-DINEEN	6/30/2023	7/12/2021
MEMBER	DONNA KALINICK	6/30/2024	7/11/2022
MEMBER	PAUL RUCHINSKAS	6/30/2023	7/12/2021
MEMBER	MAGGIE SPADE-AGUILAR	6/30/2024	7/11/2022
<b>CAPE &amp; VINEYARD ELECTRIC COOPERATIVE</b>			
MEMBER	CHARLES HANSON	6/30/2024	6/21/2021
<b>CAPE COD COMMISSION</b>			
ALTERNATE	JONATHON IDMAN	6/30/2025	7/11/2022
MEMBER	ELIZABETH TAYLOR	4/24/2025	3/7/2022
<b>CAPE COD MUNICIPAL HEALTH CARE GROUP</b>			
ALTERNATE	SUSAN BRODERICK	6/30/2023	7/11/2022
MEMBER	LISA VITALE	6/30/2023	7/11/2022
<b>CAPE COD REGIONAL TRANSIT AUTHORITY</b>			
MEMBER	PETER LOMBARDI	6/30/2025	7/11/2022
<b>CAPE COD REG'L TECHNICAL HIGH SCHOOL</b>			
MEMBER	RICHARD HOFFMANN	6/30/2023	7/15/2020
<b>CAPE LIGHT COMPACT</b>			
MEMBER	COLIN ODELL	6/30/2024	6/21/2021
<b>CAPE LIGHT COMPACT JOINT POWER ENTITY</b>			
MEMBER	COLIN ODELL		2/27/2017
<b>CAPITAL PLANNING COMMITTEE</b>			
ALTERNATE	MARILYN BERNARDO	6/30/2024	6/21/2021
<b>CCC/COASTAL RESOURCES COMMITTEE</b>			

<b>OFFICE/BOARD/COMMITTEE/COMMISSION</b>	<b>NAME</b>	<b>TERM END</b>	<b>DATE OF APPT.</b>
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MEMBER	CHRIS MILLER	6/30/2024	6/21/2021
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**CEMETERY COMMISSION**

MEMBER	JAMES JONES	6/30/2023	6/15/2020
MEMBER	THOMAS ROGERS	6/30/2025	7/11/2022
MEMBER	SOPHIA SAYIGH	6/30/2024	6/21/2021

**COMMUNITY PRESERVATION COMMITTEE**

MEMBER	ROLAND BASSETT JR	6/30/2025	5/26/2022
MEMBER	CHRISTINE BOUCHER	6/30/2025	6/15/2022
MEMBER	FAYTHE ELLIS	6/30/2025	6/23/2022
MEMBER	BRUCE EVANS	6/30/2025	5/31/2022
MEMBER	PEGGY JABLONSKI	6/30/2024	6/21/2021
MEMBER	SHARON MAROTTI	6/30/2025	7/11/2022
MEMBER	SARAH ROBINSON	6/30/2024	7/12/2021
MEMBER	PAUL RUCHINSKAS	6/30/2024	6/21/2021
MEMBER	ELIZABETH TAYLOR	6/30/2023	6/15/2020

**CONSERVATION COMMISSION**

MEMBER	CASEY CHATELAIN	6/30/2023	12/21/2020
MEMBER	BRUCE EVANS	6/30/2023	6/15/2020
MEMBER	GARY KASER	6/30/2023	2/3/2020
MEMBER	KIMBERLEY CROCKER PEARSON	6/30/2025	12/19/2022
MEMBER	RONALD SLOWEK	6/30/2025	1/23/2023
MEMBER	MICHAEL TOBIN	6/30/2024	6/21/2021

**COUNCIL ON AGING BOARD**

MEMBER	JILL BEARDSLEY	6/30/2025	9/12/2022
MEMBER	JAY GREEN	6/30/2023	9/21/2020
MEMBER	PENNY HOLEMAN	6/30/2023	9/21/2020
MEMBER	STEVE HOLMES	6/30/2024	6/21/2021
MEMBER	ANDREA NEVINS	6/30/2024	6/21/2021
MEMBER	SHARON TENNSTEDT	6/30/2025	7/11/2022
MEMBER	LAURA USHER	6/30/2024	6/21/2021

**CROSBY ADVISORY COMMITTEE**

MEMBER	MARK FLAHERTY	6/30/2025	7/25/2022
MEMBER	ADAM KIBBE	6/30/2025	8/8/2022
MEMBER	DIANA LAMB	6/30/2023	5/18/2020
MEMBER	PETER LOMBARDI	6/30/2023	8/3/2020
MEMBER	CATE O'NEIL	6/30/2023	7/20/2020

<b>OFFICE/BOARD/COMMITTEE/COMMISSION</b>	<b>NAME</b>	<b>TERM END DATE OF APPT.</b>	
<b>CULTURAL COUNCIL</b>			
MEMBER	REBECCA ALVIN	6/30/2023	
MEMBER	ERIC BOHN	6/30/2024	1/4/2021
MEMBER	JAN CROCKER	6/30/2025	12/5/2022
MEMBER	GIRARD HEALY	6/30/2025	6/6/2022
MEMBER	DAVID IANNITELLI	6/30/2025	5/9/2022
MEMBER	CLARE O'CONNOR-RICE	6/30/2024	10/4/2021
MEMBER	RICHARD PERRY	6/30/2023	6/1/2020
<b>EGG COMMITTEE</b>			
MEMBER	LISA LABRECQUE		6/18/2012
<b>ELECTIONS</b>			
CLERK	JUNE CAMERON	8/31/2023	7/25/2022
CLERK	LAUREN ELLIOTT-GRUNES	8/31/2023	7/25/2022
CLERK	ANNE LEMAITRE	8/31/2023	7/25/2022
CLERK	GLENDA NORMAND	8/31/2023	7/25/2022
CLERK	SHARON RYONE	8/31/2023	7/25/2022
CLERK	JOAN SCHEFFER	8/31/2023	7/25/2022
	CHARLES WINN	8/31/2023	7/25/2022
<b>EMERGENCY MANAGEMENT</b>			
MEMBER	PETER LOMBARDI	6/30/2023	7/11/2022
MEMBER	ROBERT MORAN	6/30/2023	7/11/2022
<b>ETHICS COMMISSION LIAISON</b>			
	COLETTE WILLIAMS		1/3/2012
<b>FINANCE COMMITTEE</b>			
MEMBER	FRANK BRIDGES	6/30/2024	7/18/2021
MEMBER	HARVEY PETE DAHL	6/30/2025	6/30/2022
MEMBER	ANDREW EVANS	6/30/2023	7/19/2020
MEMBER	WILLIAM HENCHY	6/30/2024	8/5/2021
MEMBER	ALEX HOPPER	6/30/2023	10/25/2020
MEMBER	WILLIAM MEEHAN	6/30/2023	7/14/2020
MEMBER	HONEY PIVIROTTA	6/30/2024	7/1/2021
MEMBER	ROBERT TOBIAS	6/30/2023	8/6/2020
MEMBER	ROBERT YOUNG	6/30/2025	6/30/2022
<b>GOLF COMMISSION</b>			
MEMBER	ROBERT DAVID	6/30/2024	9/13/2021

<b>OFFICE/BOARD/COMMITTEE/COMMISSION</b>	<b>NAME</b>	<b>TERM END DATE OF APPT.</b>	
MEMBER	ANDREA JOHNSON	6/30/2023	6/15/2020
MEMBER	JOHN KISSIDA	6/30/2025	7/11/2022
MEMBER	WYN MORTON	6/30/2023	6/15/2020
MEMBER	ANNE O'CONNELL	6/30/2023	6/15/2020
MEMBER	JEFFRY ODELL	6/30/2024	6/21/2021
MEMBER	DAVID VALCOURT	6/30/2024	6/21/2021
<b>HARBOR MASTER</b>			
EMPLOYEE	RYAN BURCH		6/21/2021
EMPLOYEE	CHRIS MILLER		12/24/2014
<b>HISTORICAL COMMISSION</b>			
MEMBER	GEORGE BOYD	6/30/2023	6/15/2020
MEMBER	RENEE DEE	6/30/2024	2/1/2021
MEMBER	FAYTHE ELLIS	6/30/2025	7/11/2022
MEMBER	JEFFREY HAYES	6/30/2023	6/15/2020
MEMBER	PATRICIA HESS	6/30/2025	7/11/2022
<b>HOME CONSORTIUM BARN COUNTY</b>			
ALTERNATE	DONNA KALINICK	6/30/2023	5/23/2022
MEMBER	JILL SCALISE	6/30/2025	5/23/2021
<b>HOUSING PARTNERSHIP</b>			
MEMBER	JILLIAN DOUGLASS	6/30/2023	9/21/2020
MEMBER	LISA FORHAN	6/30/2025	7/11/2022
MEMBER	VANESSA GREENE	6/30/2023	6/15/2020
MEMBER	RALPH MAROTTI	6/30/2024	6/21/2021
MEMBER	DIANE PANSIRE	6/30/2023	6/15/2020
MEMBER	SARAH ROBINSON	6/30/2024	6/21/2021
<b>HUMAN SERVICES COMMITTEE</b>			
MEMBER	DEBORAH BLACKMAN-JACOBS	6/30/2023	6/15/2020
MEMBER	PATRICIA HESS	6/30/2025	7/11/2022
MEMBER	ELIZABETH JAYES	6/30/2023	6/15/2020
MEMBER	SUZANNE KENNEY	6/30/2025	8/22/2022
MEMBER	MARY JO MURPHY	6/30/2026	3/7/2022
MEMBER	ANNE O'CONNELL	6/30/2025	7/11/2022
MEMBER	JONATHAN O'NEIL	6/30/2024	6/21/2021
MEMBER	SEAN PARKER	6/30/2023	6/15/2020
MEMBER	LISA PERKINS	6/30/2023	6/15/2020

<b>OFFICE/BOARD/COMMITTEE/COMMISSION</b>	<b>NAME</b>	<b>TERM END DATE OF APPT</b>	
<b>LOWER CAPE COMMUNITY ACCESS TELEVISION</b>			
MEMBER	ZEB BARKER	6/30/2023	6/15/2020
<b>MUNICIPAL HEARING OFFICER</b>			
MEMBER	DONNA KALINICK	6/30/2024	6/21/2021
<b>NATURAL RESOURCES COMMISSION</b>			
MEMBER	RON ESSIG	6/30/2025	8/8/2022
MEMBER	AMY HENDERSON	6/30/2024	6/21/2021
MEMBER	PATRICIA HUGHES	6/30/2024	6/21/2021
MEMBER	PETER NIELSEN	6/30/2025	4/25/2022
MEMBER	KIMBERLEY CROCKER PEARSON	6/30/2025	7/11/2022
MEMBER	ELIZABETH TAYLOR	6/30/2023	6/21/2021
MEMBER	CHRIS WILLIAMS	6/30/2023	6/21/2021
<b>OIL SPILL COORDINATOR</b>			
MEMBER	ROBERT MORAN	6/30/2023	7/11/2022
MEMBER	GRIFFIN RYDER	6/30/2023	7/11/2022
<b>OPEN SPACE COMMITTEE</b>			
MEMBER	PHIL BURT	6/30/2024	6/21/2021
MEMBER	GARY CHRISTEN	6/30/2024	6/21/2021
MEMBER	PETER HERRMANN	6/30/2023	6/15/2020
MEMBER	DON KEERAN	6/30/2023	6/15/2020
MEMBER	PETER NORTON	6/30/2025	7/11/2022
MEMBER	ELIZABETH TAYLOR	6/30/2024	6/21/2021
<b>PLEASANT BAY ALLIANCE</b>			
MEMBER	CHRIS MILLER	6/30/2024	6/21/2021
<b>PLEASANT BAY WATERSHED TECHNICAL ADVISORY COMMITTEE</b>			
MEMBER	CHRIS MILLER	6/30/2025	7/11/2022
MEMBER	AMY VON HONE	6/30/2025	7/11/2022
<b>POLICE DEPARTMENT - MATRON</b>			
EMPLOYEE	ALIZAH PACKETT	4/24/2023	4/25/2022
EMPLOYEE	LEAH PELKEY	4/24/2023	4/25/2022
<b>POND PROPERTY PLANNING COMMITTEE</b>			
MEMBER	CYNTHIA BARAN	6/30/2023	2/28/2022
MEMBER	CYNTHIA BINGHAM	6/30/2023	6/6/2022
MEMBER	JAN CROCKER	6/30/2023	2/28/2022

<b>OFFICE/BOARD/COMMITTEE/COMMISSION</b>	<b>NAME</b>	<b>TERM END DATE OF APPT.</b>	
MEMBER	STEPHEN FERRIS	6/30/2023	2/28/2022
MEMBER	KATIE GREGOIRE	6/30/2023	2/28/2022
MEMBER	KARI HOFFMANN	6/30/2023	2/28/2022
MEMBER	PAUL RUCHINSKAS	6/30/2023	2/28/2022
MEMBER	ELIZABETH TAYLOR	6/30/2023	2/28/2022
MEMBER	ANNE WEIRICH	6/23/2023	2/28/2022
MEMBER	DOUGLAS WILCOCK	6/30/2023	
MEMBER	CHRIS WILLIAMS	6/30/2023	2/28/2022

**RECORDS ACCESS OFFICER**

MEMBER	COLETTE WILLIAMS		12/19/2016
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**RECYCLING COMMISSION**

MEMBER	ANNIE DUGAN	6/30/2024	6/21/2021
MEMBER	PETER JOHNSON	6/30/2024	6/21/2021
MEMBER	MEG MORRIS	6/30/2024	6/21/2021
MEMBER	GRIFFIN RYDER	6/30/2025	2/14/2022
MEMBER	KATHERINE SCOTT	6/30/2025	2/14/2022
MEMBER	PATRICIA SEMPLE	6/30/2025	9/26/2022
MEMBER	SUSAN SKIDMORE	6/30/2023	8/17/2020

**REGISTRAR**

MEMBER	SALLY ANDREOLA	3/31/2024	5/9/2022
DEMOCRAT REGISTRAR	THADDEUS NABYWANIEC	3/31/2023	6/15/2020
MEMBER	NANCY WHITEHURST	3/31/2025	7/11/2022
MEMBER	COLETTE WILLIAMS		5/24/2010

**SHELLFISH CONSTABLE**

MEMBER	RYAN BURCH	6/30/2024	6/21/2021
MEMBER	DAVID JOHNSON	6/30/2025	7/11/2022
MEMBER	CHRIS MILLER	6/30/2024	6/21/2021

**STONY BROOK MILLSITES**

MEMBER	FAYTHE ELLIS	6/30/2025	7/11/2022
MEMBER	DOUG ERICKSON	6/30/2023	6/15/2020
MEMBER	MARGUERITE ERICKSON	6/30/2025	7/11/2022
MEMBER	SCOTT LEONHARDT	6/30/2024	
MEMBER	ROGER O'DAY	6/30/2023	6/15/2020
MEMBER	PETER OGOZALEK	6/30/2024	6/21/2021
MEMBER	EMILY SUMNER	6/30/2025	7/11/2022



<b>OFFICE/BOARD/COMMITTEE/COMMISSION TREASURER/COLLECTOR'S OFFICE</b>	<b>NAME</b>	<b>TERM END DATE OF APPT.</b>	
EMPLOYEE	LISA VITALE	1/10/2025	1/10/2022
<b>TREE WARDEN</b>			
MEMBER	JOSH SARGEANT	6/30/2023	7/11/2022
<b>TRI-TOWN GROUNDWATER PROTECTION</b>			
MEMBER	PETER LOMBARDI	6/30/2025	7/11/2022
<b>VISION PLANNING COMMITTEE</b>			
MEMBER	AMANDA BEBRIN	6/30/2024	6/7/2021
MEMBER	ANDI GENSER	6/30/2024	6/21/2021
MEMBER	PATRICIA HESS	6/30/2023	12/13/2019
MEMBER	SUZANNE KENNEY	6/30/2024	
MEMBER	HAL MINIS	6/30/2023	12/13/2019
MEMBER	SHARON TENNSTEDT	6/30/2025	7/11/2022
MEMBER	ALEXANDER WENTWORTH	6/30/2025	7/11/2022
<b>WATER COMMISSIONER</b>			
MEMBER	CYNTHIA BARAN	6/30/2025	7/11/2022
MEMBER	SUSAN NEESE-BROWN	6/30/2025	7/11/2022
MEMBER	LEMUEL SKIDMORE	6/30/2024	6/21/2021
<b>WATER QUALITY REVIEW COMMITTEE</b>			
MEMBER	CYNTHIA BARAN	6/30/2023	7/11/2022
MEMBER	NED CHATELAIN	6/30/2023	7/11/2022
MEMBER	ROBERT MICHAELS	6/30/2023	7/11/2022
MEMBER	AMY VON HONE	6/30/2023	7/11/2022
MEMBER	DAVIS WALTERS	6/30/2022	11/1/2021
<b>ZONING BOARD OF APPEALS</b>			
MEMBER	JEFF CARTER	6/30/2024	6/21/2021
MEMBER	PATRICIA EGGERS	6/30/2024	6/21/2021
MEMBER	BRIAN HARRISON	6/30/2023	6/15/2020
MEMBER	BRUCE MACGREGOR	6/30/2024	6/21/2021
MEMBER	PATRICIA METZ	6/30/2025	7/25/2022

# REPORT OF THE SELECT BOARD



The continued development and usage of the former Cape Cod Sea Camps properties was the highlight of 2022. The process continued with the opening of First Light Beach on July 1, 2022, a resident-only beach. The Town held a contest to name the beach with the winner chosen to honor the Wampanoag Nation, the “People of the First Light”. Brewster DPW, under the leadership of Griffin Ryder and Jimmy Jones, completed the infrastructure in record time to allow the beach to open before July 4th.

The Board established two planning committees for future uses of the former Sea Camps properties and continues to develop and implement interim public access and use. The Town has engaged Reed Hilderbrand, a renowned landscape architecture firm to serve as consultants to both committees. Funding for the opening of the pool at the Bay property was approved at the November Special Town Meeting. The pool will be open for the summer of 2023 and will be one of the only municipal pools on Cape Cod.

The Board approved the first five-year plan of the Community Preservation Committee and

successfully sought adoption of bylaw amendments to increase flexibility of CPA project funding. The Board was presented in October with a sociodemographic report on Diversity, Equity, and Inclusion to inform next steps in advancing DEI in Brewster, completing a Strategic Goal under Community Character.

Community housing initiatives continued to advance in 2022. Brewster Woods is nearing completion and occupancy. The development and property management bid for Millstone Road Community Housing was awarded to a consortium of Housing Assistance Corporation Cape Cod and the Preservation of Affordable Housing. Brewster became the lead community in the Community Development Block Grant program, coordinating funding for home rehabilitation and childcare vouchers with the towns of Dennis and Wellfleet.

The Town opened the Brewster Dog Park on May 21st. The park features two separate play areas and has been a big hit with both dogs and owners. Thanks to the Dog Park Development Committee, the Friends of the Brewster Dog Park, the Community Preservation Committee, the Stanton

Foundation, and Brewster DPW for making this long-awaited amenity a reality.

The Town continued the Hydration Station project, with two new water filling stations installed at the Captains Golf Course. Many thanks to the Water Department staff for their work on this project and to Board member Mary Chaffee, who has led the effort.

Work continued on the Millstone Road improvement project. A well-attended fourth public forum was held in February to present the updated design. Residents were invited to submit comments for three weeks following the forum. The Select Board approved the revised design in April. We plan to go out to bid in 2023.

The Board supported the Town Manager's establishment of the Water Resource Task Force to advance integrated water quality initiatives.

We wish a happy and healthy retirement to Ann Christen of the Accounting Office and Steve Knowles of the Captains Golf Course. We welcome new Brewster Town Planner Jon Idman, Conservation Agent Bill Grafton, Assistant Town Accountant Nicholas Cantella, Captains Golf Course Assistant Operations/Pro Shop Manager Keith Gagnon, and Recreation Department Assistant Director Andy Havens.

The Brewster Select Board is grateful for the exemplary work and dedication of our Town Manager Peter Lombardi, Assistant Town Manager Donna Kalinick, Project Manager Conor Kenny, and Executive Assistant Erika Mawn. We also thank all Town employees for their outstanding work ethic, skill, and especially for the willing and enthusiastic collaboration between departments.



# REPORT OF THE TOWN MANAGER



The Town's landmark decision to purchase the former Sea Camps properties informed much of our work in 2022. Town Administration helped form and have supported the two new advisory committees charged with developing interim public uses of, and long-range plans for, these properties. We assisted in opening First Light Beach, our first resident-only beach. We hosted multiple community events on the bay property, including movie nights, a Brewster Band concert, and Touch-a-Truck. We secured state grant funding to cover a portion of the costs of forming comprehensive plans for both properties, developed the solicitation for a consulting firm to assist in that process, and created a workplan and timeline for completion of those plans. Looking ahead to 2023, we are excited to complete the discovery phase and begin community engagement as we work together to craft the Town's vision for the future of these properties. We look forward to opening the community pool to residents in Summer 2023.

2022 was also marked by continued progress in advancing numerous strategic planning initiatives. We completed our first-ever Hazard Mitigation Plan, we updated our Housing Production Plan, and we created a 5-year financing plan for the

Affordable Housing Trust. Working with Golf Department staff and the Golf Commission, the Finance Team also developed a 10-year Capital Improvement Plan and 5-year Financial Forecast for the Captains Golf Course, which transitioned to an enterprise fund in FY23. We launched a new online budget platform where the Town's operating and capital budgets are available in a more accessible format so residents can better understand how their tax dollars are spent. The Town's budget documents now identify key departmental achievements and highlight goals and initiatives for the coming year. We developed, refined, and implemented a funding plan for the one-time infusion of federal COVID relief funds. Town Administration also assisted the Community Preservation Committee in creating their inaugural 5-year Community Preservation Plan and transitioning to the new funding formula and allocation policy to more strategically invest these critical financial resources in open space, community housing, recreation and historic preservation going forward.

Town Administration prioritized water quality planning in 2022. We provided an update on our Integrated Water Resource Management Plan to the Select Board and Board of Health. On our

recommendation, Town Meeting adopted a new Water Quality Capital Stabilization Fund and the Select Board amended their Short-term Rental Revenue Allocation Policy to direct 15% of those funds for this purpose each year. Through the Cape Cod and Islands Water Protection Fund, we secured technical assistance from the Cape Cod Commission to identify potential funding opportunities to support Brewster's non-traditional approach to solving our unique water quality challenges, primarily through the installation of Innovative/Alternative (I/A) septic systems. We initiated a partnership with the County on a Responsible Management Entity pilot program that would provide the administrative support and financial systems necessary to successfully implement large-scale I/A infrastructure. Town Administration also strengthened our partnership with the Brewster Ponds Coalition in 2022, co-hosting their annual summit in June. Recognizing the importance and complexities of advancing water quality planning and implementation, we formed a Water Resource Task Force in the fall of 2022, comprised of representatives from the Natural Resources Advisory Commission, Board of Health, Select Board, Planning Department, Water Department, Natural Resources Department, Health Department, and Brewster Ponds Coalition. The task force was well situated to respond to the MA Department of Environmental Protection's proposed changes to Title V and draft watershed regulations, which would fundamentally impact our approach to water quality planning and solutions.



Town Administration continued to make progress in other critical areas identified in the Select Board's Strategic Plan in 2022. We commissioned a sociodemographic report aimed at creating a roadmap to inform our future work on Diversity, Equity, and Inclusion. We helped launch electronic permitting in the Building Department

and Health Department, with others to follow. Working with our Energy Manager and the Select Board, we developed a charge for a reconstituted Energy & Climate Action Committee. The Town also secured significant state grant funding to partner with our neighbors on two critical regional coastal resiliency projects – developing a coordinated shoreline management plan for southeastern Cape Cod Bay with Dennis and Orleans and a sea-level rise plan for Pleasant Bay with Orleans, Chatham, and Harwich.

The grand opening of the Brewster Dog Park in May 2022 was a tremendous day for our community. Working with the Department of Public Works and the Dog Park Committee, significant Town resources were devoted to completing this long-awaited project. Residents and visitors can now enjoy this outstanding community amenity for years to come. We appreciate the continued partnership of the Friends of the Brewster Dog Park as we work together to maintain its status as the preeminent dog park in the region.

As we look to 2023, we continue to move forward on two major initiatives, long in the making. Updated plans for the Millstone Road Improvement Project were well received by the community in spring 2022. We are finalizing the design for this project and expect to complete permitting and procurement in 2023, with a plan to start construction in 2024. We have also reached significant milestones in developing affordable housing on Town-owned land on Millstone Road, navigating the solicitation process, selecting a development team, and negotiating a land lease and development agreement. We expect this project will receive its comprehensive permit in 2023 and look forward to the eventual construction of these critical housing units.

The Town's Charter, which will effectively serve as our local Constitution, was approved by the state at the close of the year. With its passage, the responsibilities of the now Town Manager position have been clarified and expanded to include oversight of all Town personnel. The Charter outlines the form, structure, and organization of Town government and will serve as the framework under which the Town operates for many years to come. In closing, I'd like to acknowledge the many contributions of Town staff and volunteers in helping to meet the needs and expectations of our residents in continuing to provide exceptional public service. They are an exceptional team.

# REPORT OF THE FINANCE DIRECTOR

The Accounting Department continues to execute its core missions, which include auditing and processing all Town payments to ensure compliance with Town and State procurement policies, performing monthly reconciliations, assisting the Treasurer's office with verifying payrolls, the implementation and enforcement of strong internal controls, and providing information to department heads and support staff for decision making.

Last year, the Budget Team unveiled Brewster's new online budget portal via 'OpenGov'. First, we rolled out the FY23-27 Financial Forecast. It was our inaugural implementation with this new online budget platform, and we quickly realized the value in having this data online that can be viewed publicly. Next, we presented the FY23 Operating budgets for the General Fund, Water Enterprise Fund, and Golf Enterprise Fund. Then we built and rolled out the FY23 -27 Capital Improvement Plan. We received very positive feedback from residents, Board and Committee members, and Department Heads. Since that first year, we have continued to build and publish our financial information online.

In addition to the budgets mentioned above, we have added The FY24 -28 General Fund Financial Forecast, the FY24 - 28 Golf Enterprise Fund Financial Forecast, and the FY24 Operating Budgets for the General Fund, Water Enterprise Fund and Golf Enterprise Fund. Soon we will be building a Five-Year Capital Plan for the Water Enterprise Fund. By utilizing this online budget platform, we are leveraging technology for

transparency and efficiency. We are proud that Brewster's financial information can be accessed online anytime and anywhere.

Other notable tasks in 2022 include assisting the Brewster Affordable Housing Trust create a 5-Year Financial Plan, continue to track federal Covid Relief Funds ('ARPA'), and provide ongoing financial support and guidance to Brewster's Community Preservation Committee.

In May 2022, Nick Cantella was hired as the new Assistant Town Accountant. Nick hit the ground running and has become a valuable addition to Brewster's accounting team. Nick works closely with all town departments to assist with processing bills, cash receipts, and payroll. Moreover, Nick assists with state reporting requirements, procurement, items required for the annual audit, monthly reconciliations, and accounting for state and federal grants.

Lastly, the Finance Director and Assistant Town Accountant continue to attend various municipal finance conferences and training sessions in order to stay current with Mass General Laws for finance, procurement and town government.

I would like to thank all the Departments and Divisions of the Town for their continued support and cooperation during 2022.

Respectfully submitted,  
Mimi Bernardo  
Finance Director



# REPORT OF THE ASSEMBLY OF DELEGATES

**Overview.** The Assembly of Delegates is the legislative branch of Cape Cod Regional Government (also known as Barnstable County government) and provides for the individual voices of towns in Barnstable County. Fifteen Delegates make up the Assembly's membership. One Delegate is elected by each Barnstable County town in non-partisan elections for two-year terms of office. Assembly Delegates' votes are weighted by the percentage of the county's population that resides in that Delegate's town, based upon the 2020 United States Decennial Census.

**Legislative Powers of the Assembly.** The Barnstable County Home Rule Charter vests the legislative powers of county government in the Assembly of Delegates. Those powers are largely exercised through ordinances and resolutions introduced by Delegates, the Board of Regional Commissioners (the County Commissioners), or citizen initiative petitions. Either the full Assembly or Assembly Speaker may refer these measures or other items of business to standing committees for study, review, discussion, report, and recommendations for action by the Assembly after public hearings.

**County Budget.** The Assembly of Delegates appropriates County funds including the annual operating and capital budgets. The process typically takes place from February and May. The Board of Regional Commissioners, as the executive branch of County government, submits a proposed budget to the Assembly. The Assembly's Standing Committee on Finance, with other Assembly standing committees, reviews the budget proposed by the County Commissioners and provides recommendations to the full Assembly through written reports. The budgets are then adopted by the full Assembly.

**Assembly Meetings.** The Assembly of Delegates typically holds regular meetings on the first and third Wednesday of each month at 4:00 p.m. at the Barnstable County Complex, 3195 Main Street, Barnstable. However, due to changes in response to the COVID-19 Pandemic, the Assembly generally held hybrid (in-person and remote) meetings in Fiscal Year 2022 in accordance with Massachusetts

General Laws, using the Microsoft TEAMS platform for virtual participation.

Assembly Meetings routinely include an update on Executive Branch activities from the Barnstable County Board of Regional Commissioners and the County Administrator. IN 2022 Assembly Delegates received updates on a variety of topics including the Cape Cod Commercial Fishermen's Alliance, COVID-19, Per-and Polyfluoroalkyl substances (PFAS) clean-up at former County fire training site, Cape Cod Commission regional priority initiatives, municipal solid waste management, the County's Community Septic Loan Program, white shark movements and behavior in Cape Cod waters, the American Rescue Plan Act of 2021 (ARPA), the 2021 Cape Cod Pond and Lake Atlas, the Groundwater Guardian Program, application of fertilizer containing nitrogen or phosphorus on Cape Cod, County Financial Policies, Registry of Deeds projections of County revenues, efforts relating to the finance and lifecycle management of Decentralized Wastewater Treatment Infrastructure and Sewer Connections, current drought conditions and impacts, the County Fiscal Year 2021 Independent Financial Audit, County other Post-Employment Benefits (OPEB) liabilities, and the Massachusetts Department of Environmental Protection (MassDEP) proposed Title 5 and Watershed Permitting regulations as well as the 2022 Massachusetts Economic Development Bill.

Delegates passed resolutions regarding the use of videoconference technology at Assembly meetings, supporting a proposed Home Rule Petition by the Town of Orleans on the application of fertilizers, opposing Eversource Energy's Proposed Herbicide Use in Barnstable County, and revising Assembly procedures for budget review as well as re-organization meetings.

The Assembly authorized a letter opposing Holtec Decommissioning International's plan to discharge radioactive water from the decommissioned Pilgrim Nuclear Power Station into Cape Cod Bay,

**Legislative Action.** The Assembly adopted these Ordinances during 2022:

<b>ORDINANCE</b>	<b>ACTION</b>	<b>ADOPTED</b>
22-01	Amending Ordinance 19-10, establishing the Barnstable County Human Rights Advisory Commission to add alternate commission members and make other technical changes	2/2/2022
22-02	Transferring funds to Fund 8099 for PFAS clean-up at the former fire training site, by making a supplemental appropriation for FY22	2/16/2022
20-03	Transferring to the County's Police Academy Special Fund for FY21	03/16/2022
22-04	Transferring funds to the County Department of Human Services by making a supplemental appropriation from the County Emergency Stabilization Fund to retain a consultant to complete a HOME Investment Partnerships American Rescue Plan Program (HOME-ARP) Allocation Plan required by the United States Department of Housing and Urban Development (HUD) Communications from Public Officials	3/16/2022
22-05	FY23 Cape Cod Commission Operating Budget	4/20/2022
22-06	To transfer funds to Fund 8099 to pay for ongoing licensed site professional contractual services, utilities, permits, filters, operation, and maintenance for PFAS clean-up at the former fire training site, by making an appropriation for FY22, in the amount of \$622,785.00	4/20/2022
22-07	Allocating \$10 million for distributions to towns from funds received by Barnstable County under the American Rescue Plan Act of 2021 (ARPA)	4/20/2022
22-08	FY23 County Operating Budget	5/25/2022
22-09	FY23 County Capital Budget	5/4/2022
22-10	FY23 County Dredge Operating Budget	5/4/2022
22-11	Adding to the County's operating budget for FY23, as enacted in Ordinance No. 22-08, by making supplemental appropriations for FY23, in the amount of \$97,457.20 to fund the activities of the County Information Technology Department	6/22/2022
22-12	Transferring in the County's operating budget for FY23, as enacted in Ordinance No. 22-08, in the amount of \$41,420.33 to provide additional funding for the general fund budget of the Resource Development Office	6/22/2022
22-13	Rescinding amounts authorized and unissued in the Capital Projects Fund as originally appropriated in various fiscal years	6/22/2022
22-14	authorize the Board of Commissioners to amend the lease agreement between the County of Barnstable and the Commissioner of the Division of Capital Asset Management and Maintenance on behalf of the Trial Court of the Commonwealth	7/13/2022
22-15	to authorize the Board of Commissioners to approve operating budget transfers in the amount of \$39,400.00 for salaries, fringe benefits and supplies in accordance with Cape Cod regional government Home Rule Charter, Section 2 – 8, item (d) (iii)	7/27/2022
22-16	To transfer to a special revenue fund by making supplemental appropriations fiscal year two thousand twenty-three in the amount of \$2,500,000 to fund the Regional Freshwater Initiative Program	7/20/2022
22-17	to allocate the amount \$932,576 from funds received by Barnstable County under the American Rescue Plan Act of 2021 (ARPA) to be expended for the Regional Housing Strategy Project	8/10/2022
22-18	to allocate the amount of \$5,000,000 from funds received by Barnstable County under ARPA to be expended on grants for small and medium-sized projects	8/10/2022



ORDINANCE	ACTION	ADOPTED
22-19	To transfer to a special revenue fund by making supplemental appropriations fiscal year two thousand twenty-three in the amount of \$2,500,000 to fund the Regional Freshwater Initiative Program (identical to Ordinance 22-16)	8/24/2022
22-20	Amending Ordinance 22-07 allocating \$10 million for distributions to towns from funds received by Barnstable County under ARPA	9/21/2022
22-21	Authorizing the County Board of Regional Commissioners to execute a lease agreement with the Commissioner of the Division of Capital Asset Management and Maintenance on behalf of the Office of the Cape & Islands District Attorney	10/26/2022
22-22	Repealing Ordinance 16-03, Establishing the timeline for the Assembly of Delegates' review and vote on the County Commissioners' proposed fiscal budgets for all Fiscal Years commencing with Fiscal Year 2017 and all subsequent years unless amended by Ordinance; and fixing a time within which the Board of Regional Commissioners shall submit to the Assembly of Delegates its proposed operating budget for the ensuing fiscal year	11/21/2022
22-23	Transferring funds for the fiscal year two-thousand and twenty-three, to the Capital Stabilization Fund, Emergency Stabilization Fund, and General Stabilization Fund, as established in Ordinance No. 20-16, 20-17, and 20-18 by making transfers from the Unreserved Fund Balance for fiscal year two-thousand and twenty-three, in the amount of \$2,343,854.00	11/21/2022

### 2022 Assembly Delegates Weighted Votes

Town	Weighted Vote*	Delegate
Barnstable	21.36%	Patrick Princi (Speaker)
Bourne	8.93%	George Slade
Brewster	4.51%	Mary Chaffee (Deputy Speaker)
Chatham	2.88%	Randi Potash
Dennis	6.41%	John Ohman (Dean)
Eastham	2.51%	J. Terence Gallagher
Falmouth	14.20%	Daniel Gessen (sworn in 4/6/2022); Douglas Brown (resigned 3/24/2022)
Harwich	5.87%	Elizabeth Harder
Mashpee	6.58%	Thomas O'Hara
Orleans	2.75%	Jon R. Fuller (sworn in 8/17/2022); David Dunford (resigned 7/4/2022)
Provincetown	1.60%	Brian O'Malley
Sandwich	8.85%	James Killion
Truro	1.07%	Sallie Tighe
Wellfleet	1.56%	Lilli-Ann Green
Yarmouth	10.93%	Susan Warner

\*Note: The percentages listed above have been rounded to the nearest hundredth. Exact numbers are used for all calculations.

### Barnstable County Information

- Assembly Delegate Mary Chaffee: [mary.chaffee@capecod.gov](mailto:mary.chaffee@capecod.gov)
- Assembly Clerk Owen Fletcher: (508) 375-6761 or [owen.fletcher@capecod.gov](mailto:owen.fletcher@capecod.gov)

- County Government website: <https://capecod.gov>

Respectfully submitted,

Mary Chaffee, PhD, JD, RN, FAAN  
Assembly Delegate, Brewster

# REPORT OF THE BOARD OF ASSESSORS

The Town of Brewster completed the Fiscal Year 2023 Interim Year Value Adjustment, certifying that our system for determining property valuation met the standards of the Department of Revenue's Division of Local Services to achieve full and fair cash value assessments. This resulted in a total taxable value in the Town of Brewster of \$5,807,261,160 for Fiscal Year 2023. This was an increase of 20% over Fiscal Year 2022. The FY2023 tax rate became \$6.99, down from \$7.85 in FY2022. The median value of a single-family home in Brewster for FY2022 is \$636,700, up from \$532,000 in FY2022. Utilizing these medians and the respective fiscal year tax rates, the tax bill for the median single-family property rose \$274.33 from \$4,176.20 in FY2022 to \$4,450.53 in FY2023. The Town of Brewster had 8,244 taxable real estate parcels and 3,428 taxable personal property accounts as of January 1, 2022.

Assessing Department Staff: In 2022, James Gallagher entered his sixth year as Deputy Assessor. He also served as Past President of the Barnstable County Assessors Association in 2022. In 2022, Sara Acheson entered her second year as Senior Department Assistant of the Assessing Department.

Board of Assessors Membership: In 2022, the Board of Assessors lost two members and two new members were appointed. Belinda Eyestone left the Board of Assessors in February 2022 when she retired and moved out of state. Belinda served on

the Board of Assessors for just over 6 years. Diane Salomone left the Board of Assessors at the end of her second term in July 2022. Diane served on the Board of Assessors for 5 and a half years. We sincerely thank Belinda and Diane for their service on the Board of Assessors. Howard Hayes continues to serve on the Board of Assessors and is the current Chair. The two new members are Susan Barker, appointed in January 2022; and Marjorie McGinnis, appointed in August 2022. We welcome Susan and Marjorie and appreciate their service.

Thank you to the Assessing Department staff, who continue their excellent service to the taxpayers of Brewster, to real estate professionals, and to others who use the resources of the office. Thank you also to our valuation consultant Paul Kapinos, and the data collectors and staff at PK Assessment Systems and PK Valuation Group. Their professionalism and skill help ensure the fairness and accuracy of our values. The cooperation and assistance of the Treasurer/Collector's Office, all other town departments, as well as the Select Board and the Finance Committee, is also greatly appreciated.

Respectfully submitted,

Board of Assessors

G. Howard Hayes, Chair  
Susan Barker, Vice Chair  
Marjorie McGinnis, Clerk

Fiscal Year	Median Single Family Home Taxable Value	Tax Rate per \$1,000	Median Real Estate Tax Bill	Tax increase %	Tax increase \$
2023	\$636,700.00	\$6.99	\$4,450.53	6.6%	\$274.33
2022	\$532,000.00	\$7.85	\$4,176.20	5.5%	\$216.53
2021	\$461,500.00	\$8.58	\$3,959.67	3.1%	\$118.60
2020	\$445,600.00	\$8.62	\$3,841.07	4.2%	\$156.39
2019	\$429,450.00	\$8.58	\$3,684.68	6.9%	\$237.37
2018	\$417,350.00	\$8.26	\$3,447.31	3.3%	\$111.45
2017	\$397,600.00	\$8.39	\$3,335.86	3.0%	\$97.90
2016	\$384,100.00	\$8.43	\$3,237.96	4.3%	\$134.27
2015	\$375,750.00	\$8.26	\$3,103.70	2.9%	\$87.73
2014	\$368,700.00	\$8.18	\$3,015.97	5.8%	\$164.37

# REPORT OF THE PLANNING DEPARTMENT

The Planning Department provides staff support to the Planning Board and Zoning Board of Appeals (ZBA) in the review of land use and development applications. The Department also assists with long-range planning initiatives, including vision planning, zoning bylaw amendments, hazard mitigation planning, floodplain management, and water quality planning. In addition, the Department provides staff support to the Brewster Vision Planning Committee (VPC). The Department provides assistance and information to the general public as needed and upon request.



The Town Planner is appointed as the Town's alternate member to the Cape Cod Commission and is a member of the Town's Water Resources Task Force.

The Department supports and works closely and collaboratively with other Town Departments on matters of mutual interest and responsibility, in particular, the Town's Building, Health, and Natural Resource Departments. The Department is pleased to host Jill Scalise, Brewster Housing Coordinator, and work collaboratively on furthering the Town's housing goals.

## **Zoning & General Bylaw Amendments**

The Department supports the Planning Board's work on both zoning bylaw amendments and certain general bylaw amendments as necessary.

## **Integrated Water Resource Management Plan Implementation**

The Department continues to work with the Horsley Witten Group on implementing the recommendations in the Integrated Water Resources Management Plan. Innovation/Alternative (I/A) septic systems to mitigate nitrogen entering groundwater in the Pleasant Bay Watershed continue to be explored through the Massachusetts

DEP 208 watershed permit issued for Pleasant Bay. Fertilizer reduction strategies at Captain's Golf Course are also explored under the permit. A program for I/A systems that mitigate phosphorous impacts to Brewster's freshwater ponds is being researched, as well.

## **Staff Review**

Under Staff Review (Brewster Code Chapter 83), a prospective applicant can apply and meet with department heads to discuss a project before entering the permitting process. The Town Planner chairs this process. This process is free and intended to help the applicant understand regulatory and technical requirements that will apply to their development proposal. Reviews can be of a 'formal' or 'informal' type. A written report follows the review and is provided to the applicant. The Department managed 5 formal Staff Review applications in 2022. We appreciate the time and resources of the many Brewster departments who contribute to these meetings.

## **Regulatory Review**

The Department assists applicants with zoning, permitting and land use related questions. Department staff supports the Planning Board and Zoning Board of Appeals by preparing staff memos for permit applications, engaging peer review consultants, and drafting findings, conditions, and decisions for permit approvals. Staff also prepare agendas, meeting packets, abutter notifications, and legal ads to ensure compliance with MGL 40A. In addition, staff manage email distribution lists used to share Planning Board and ZBA agendas with residents.

The Planning Department also administers and assists with (and in some cases the Town Planner reviews and issues) permits under the Town's Stormwater Management Bylaw and Regulations (Brewster Code Chapter 272), implementation of which began in Spring 2022.

## **Long-Range Planning Initiatives**

The Department supports the Vision Planning Committee's (VPC) efforts to foster outreach around the implementation of the 2018 Vision Plan and develop a draft Local Comprehensive Plan (LCP) based on the Vision Plan framework. The Department will continue to support the VPC with their ongoing work on developing a draft LCP.

## Public Service

The Planning Department continues to explore new ways to disseminate public information about community meetings and active projects, and to better educate the public about the town's planning programs, initiatives and policies. Please contact the Planning Department if you are interested in being included on an email distribution list for Planning Board and Zoning Board of Appeals agendas.

Suggestions to improve the Department's public outreach efforts are always welcomed and encouraged. Please stop by the Department or make an appointment to discuss ways to improve communication in our community. The planning process is more effective when residents and property owners feel informed and can get involved.

## Planning Department Staffing Change

In January 2022, Charleen Greenhalgh joined the Planning Department as Interim Town Planner. The Department thanks Charleen for all her guidance. In May 2022, Jon Idman joined the Department as Town Planner.

Thank you to all who supported the work of the Planning Department this past year, including Town staff, particularly during staff transitions.

Respectfully Submitted,

Jon Idman, Town Planner

Ellen Murphy, Administrative Assistant

Lynn St. Cyr, Senior Department Assistant

Jill Scalise, Housing Coordinator



# REPORT OF THE HUMAN RESOURCES DEPARTMENT

The mission of the Human Resources department is to provide leadership, direction, and support needed to attract, retain, and develop talented individuals to align ourselves with the ever-changing needs of the Town of Brewster. The functions of the department include recruitment and on-boarding of new employees, administration, compensation, performance management, organizational development, employee and labor relations, and compliance with state and federal regulations.

This has been a very busy year for this new department. Initially a department of one full-time Director, it quickly became clear that the volume of work required additional support and a part-time Human Resources Generalist was hired.

The Covid-19 pandemic continued to impact all of us, and we were a resource to Town staff as we continued to navigate the ever-changing guidance from Federal, State and Local public health officials. The State of Massachusetts implemented the Emergency Paid Sick Leave (EPSL) which required employers to provide up to one week of paid sick leave to employees who needed leave for a covered COVID-19 related reason. We then needed to develop a system for employees to make the request for the EPSL, and a system to track the requests in order to work with finance and the treasurer's office to submit for reimbursement from the State.

The Town experienced an elevated rate of employee turnover. This, combined with the decrease in applicants for the open positions proved quite challenging. It needs to be pointed out that this is not unique to Brewster and is consistent with what other employers in the region are experiencing. In addition to year-round hires, we coordinated the

hiring of seasonal employees for the various departments. The following is the breakdown of Hires and Separations for 2022:

New Hires: 20

Separations: 23

We also processed 110 Part-time Seasonal workers with the majority of those being in Golf and Recreation.

We also developed a new Performance Management program for all department heads and supervisors and then provided a training for supervisors who will be utilizing the new performance program and the new evaluation tool.

The Human Resources office works closely with any department needing assistance. Since almost everything we do is collaborative, we would like to take this opportunity to thank all Town departments for their continued assistance to us as well.

For the upcoming year the Human Resources department will continue to play a role in ensuring that we have high performing and engaged employees who are equipped to deliver the best level of service.

Respectfully submitted,

Susan Broderick  
Director of Human Resources

Daniel A. Beltran  
Human Resources Generalist



# PUBLIC SAFETY

# REPORT OF THE POLICE DEPARTMENT

In 2022, we celebrated the return of some of the activities and events that we missed as a result of the pandemic. Whether it was participating in the Brewster In Bloom events, stopping into our elementary schools, or assisting with safety at the Brew Run & Pan Mass Challenge...it was great to be back!

The Police Department recognizes some of the long-term impacts of the COVID pandemic. Specifically, the impacts on mental health and the change to the local availability of housing. We have seen how these two issues have affected many in our community, and we continue to work with other stakeholders to address them.

Throughout 2022, our community outreach team has worked with several individuals who struggle with a variety of mental health challenges. This team works in partnership with the individual and their family to connect them to appropriate mental health resources, with the goal being to reduce the need for continued police intervention. Members of

the department have participated in forums and completed surveys that pertain to the availability of housing in our area. The current market is having a direct impact on the available workforce on the Cape and this includes recruiting and retaining candidates for positions within the Police Department.

We move into 2023 with an eye of optimism, as we continue to work in partnership with the community to provide a safe and inviting place to live, work, and visit. In 2023 we plan on increasing our community engagement events to make sure all people in Brewster have an opportunity to feel connected to their Police Department. The members of the Police Department do all of this with sincere appreciation of the support we receive, not only from the citizens of Brewster, but also from the Town Manager's Office, the Select Board, the Finance Committee and all of the other departments and committees within this great community.



**BREWSTER POLICE DEPARTMENT  
ACTIVITIES**

The following is a report of the activities of the Brewster Police Department for calendar year 2022.

**VIOLENT CRIMES**

Rape	1
Kidnapping	0
Assault	4
Threats	10
Domestic Disturbance	83
Domestic Order Violations	13

**PROPERTY CRIMES**

Burglaries	6
Larceny/Theft	49
Fraud	10
Motor Vehicle Theft	4
Vandalism	19
Trespassing	4

**DRUGS/ALCOHOL**

Drug Violations	1
Protective Custody	2
Driving Intoxicated	21

Sudden Deaths	11
Well Being Checks	294
911 Hang-ups/Abandoned	238
Alarms	362
Restraining Order Service	51
Summons Service	106
Lost/Found Property	184
Hazardous Situations	115
Assist Citizen	444
Assist Other Police Agency	131

**M/V CRASHES** 198

**TOTAL CALLS /ACTIVITY** 17583

**MOTOR VEHICLE STOPS** 919

**CITATIONS ISSUED**

Motor Vehicle	353
Parking	1264
Town Bylaw	1

**SERVICE CALLS/COMPLAINTS**

Mental Health	64
Animal Control	386
Suspicious Incidents	284
Annoying Phone Calls	1
Missing Persons	23



**BREWSTER POLICE DEPARTMENT  
APPOINTMENTS**

**CHIEF**

HEATH J. ELDREDGE

**LIEUTENANTS**

JONATHON P. O'LEARY

CHARLES M. MAWN

**SERGEANTS**

MICHAEL R. MEI  
FREDDIE A. O'NEAL

FRANCESCO J. MIRISOLA  
PATRICK W. VARLEY

**DETECTIVE/SERGEANT**

PAUL H. JUDGE, JR.

**DETECTIVE**

JACOB A. ZONTINI

**POLICE OFFICERS**

JESSICA R. AHLMAN  
ALDEN B. CHILDS  
ANDREW J. DIONNE  
TYLER M. DOW  
JORDAN T. FRISBIE (appointed 2/1/2022)  
DANIEL J. LANCTOT  
MATTHEW B. MARSHALL

JOSEPH M. MASHRICK  
SHANNON C. PARKS  
JOREL E. RADKE  
BRANDON L. RICE  
JOSEPH W. THACHER  
MORGAN A. VERMETTE

**ANIMAL CONTROL OFFICER**

LYNDA J. BROGDEN-BURNS

**CADETS**

JORDAN T. FRISBIE  
(reclassified 2/1/2022)

JEFFREY R. SABATINO  
(appointed 2/21/2022)  
(reclassified 7/16/2022)

**DISPATCHERS**

ANNA L. MILAN  
ALIZAH R. PACKETT

LEAH A. PELKEY  
DEIDRE D. SCHOFIELD

**ADMINISTRATIVE ASSISTANT**

JILL F. DOANE

**PRISONER ATTENDANTS**

(formerly MATRONS)  
(appointed 4/24/2022)

ANNA L. MILAN  
ALIZAH R. PACKETT

LEAH A. PELKEY  
DEIDRE D. SCHOFIELD

# REPORT OF THE FIRE AND RESCUE DEPARTMENT



To the Honorable Select Board and the residents of the Town of Brewster,

The members of our department would like to express our sincere gratitude to the Select Board, Finance Committee, Town Staff, and the residents of our community for the support provided to our department throughout 2022.

During the calendar year we responded to a record number of 3236 requests for service or an average of 8.9 per day. This resulted in at least one or more fire apparatus and/or ambulances being on the road, servicing the community for at least 16 hours of each day of the year. Our entire community should be proud of the dedicated effort displayed by every member of our organization in overcoming the obstacles and challenges imposed upon them during a year filled with staffing challenges, mandatory overtime, and employee retention and recruitment issues. Their commitment to ensuring the continued delivery of high-level fire and emergency medical response services to our customers and maintaining elevated levels of morale, dependability, and health and wellness while operating in hazardous and limited staffing environments was nothing short of

outstanding. Additionally, managing and leading the organization through these unsettled times placed significant burdens on the department's command and administrative staff as well.

On positive note we were able to achieve several operational goals in 2022 that deserve notice:

- Awarded a \$152,674.00 FEMA Assistance to Firefighter (AFG) Grant to conduct Fire Instructor I and Fire Officer I training for all members.
- Awarded a \$12,943.00 FY23 State Fire Equipment Grant to purchase communication equipment and software.
- Received a \$7,430.00 State Fire Prevention Grant to fund school and senior citizen-based fire and life safety educational programs and equipment.
- Received a \$3,5000.00 Emergency Management Performance Grant
- Applied for and received \$99,000.00 in supplemental ambulance revenue through the Medicaid Certified Public Expenditures (CPE) program.
- Conducted a Citizens Fire Academy and community CPR and Stop the Bleed training programs.

- Conducted an Emergency Management Tabletop Training Exercise
- Continued implementation of Strategic Plan goals and objectives.

### **Five-Year Strategic Planning Document**

During 2022, our organization continued to methodically implement the major goals and objectives identified in our revised five-year Strategic Plan. During plan development we redefined our mission and vision statements, modified our core values, documented organizational strengths and weaknesses, and set a strong and collaborative path toward continued service excellence within our youthful labor force. We look forward to continuing to implement the strategies, goals, and objectives in the plan over the next several years as we move the organization to continued future excellence and potential national accreditation.

### **Training**

To maintain our commitment of providing high level classroom-based fire and emergency medical training opportunities for our staff we continued our partnership with an on-line training vendor (Fire Rescue 1). In addition to this continuing education, our newly formed Training Committee developed a monthly schedule of mandatory fire and emergency medical based training programs for daily use by the four Groups. Four of our members attended the Firehouse Magazine Training Conference in Columbus Ohio where they participated in several hands-on and classroom-based training sessions where they acquired a variety of knowledge, skills and abilities focused on improving their level of

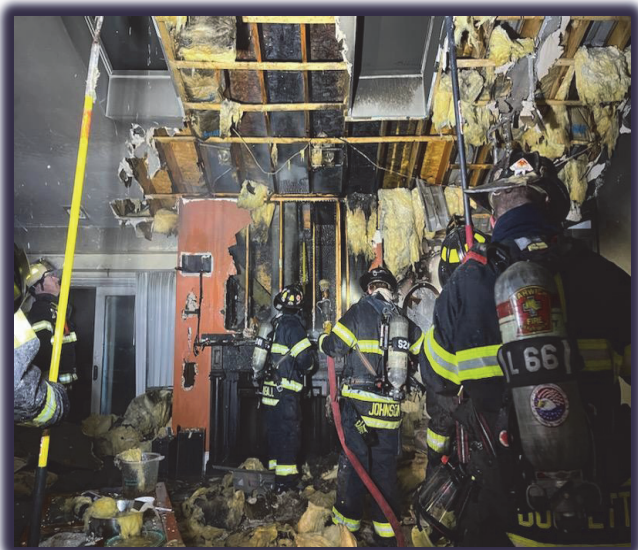
performance at fire suppression and emergency medical based incidents. In conjunction with this training the department hosted a Man vs Machine training program, live burn sessions, forcible entry training, and regional training programs that brought nationally recognized fire service experts to Cape Cod.

Each of our staff members are required to recertify in their respective EMS disciplines every two years. Fortunately, the State continued to allow all emergency medical technicians and paramedics recertifying in 2022 to obtain their CEU's through both on-line and hands on training platforms offered through Cape & Islands Emergency Medical Services and our Fire Rescue 1 training platform.

Our mission of providing life safety services to the residents and visitors to our community is an extremely dynamic and ever-changing exercise. Weekly and sometimes daily adjustments to EMS protocols, community response needs, technology, equipment, fire inspection services, and fire suppression techniques require us to be more aware, better trained, and more adept at planning for and responding to these challenging and escalating demands.

To ensure we meet these mandates our personnel will continue to focus on enhancing our current service levels, and building respect from the community for our organization and the services we provide through continued efficient and effective response to incidents, effective training and strict adherence to our Core Values and Mission and Vision Statements.





**Statistics**

During Fiscal Year 22 (July 1, 2021 to June 30, 2022) the Brewster Fire & Rescue Department responded to a total of 3125 requests for assistance. Of this total 802 were fire related incidents and 2323 were EMS rescue related responses. A general breakdown of responses includes:

<b>EMS Incident</b>	2323*
<b>Fire</b>	39
<b>Hazardous Condition</b>	129
<b>Rescue</b>	58
<b>Service Call</b>	144
<b>Good Intent Call</b>	91
<b>Detector Activation</b>	371
<b>Severe Weather</b>	6

\*Includes "Rescue."

**Fire Prevention & Inspection**

After multiple attempts to fill the Fire Inspector position from within the department we were fortunate to hire the former Director of the Barnstable County Fire Academy for the position in October of 2021. He assumed the daily operational control of the office after graduating from the Career Recruit Training program in June. Along with members of our community engagement team the new inspector presented several fire safety education programs at the Stony Brook School, Eddy School, and several of the private schools in the community during which we educated approximately 300 students. Other initiatives completed during the year with funding received from our state fire prevention grants included the hosting and participation in numerous community events including a Citizens Fire Academy, fire department Open House, Touch-a-Truck event, CPR and Stop the Bleed training sessions,

Conservation Day, and the continued purchase of lock boxes for our senior resident lock box installation program and the acquisition of fire safety props, smoke and carbon monoxide detectors, fire and life safety educational literature, and a virtual reality fire extinguisher trainer.

The workload and responsibilities of the inspection services component of the Fire Prevention Bureau continue to escalate in direct correlation with an increase in new construction, increased home sales, and new fire code regulations. Annual mandatory fire inspections, liquor license inspections, home resale inspections, new construction, plan reviews, oil tank installation inspections, quarterly inspections of all nursing and assisted living facilities, and required follow up re-inspections all place a significant burden on the daily work assigned to the position. In addition to this work the Fire Inspector is included in the department's daily staffing levels which places additional burdens on the inspector's ability to complete daily fire prevention and inspection activities. Future additional full-time staffing will be required to prevent this constant interruption of the delivery of fire prevention services to the community.

The Fire Prevention Bureau generated \$24,100.00 in permit inspections, home resale inspections, burn permit sales and other miscellaneous fees during fiscal year 2022. The collected income is transferred into the Towns general fund. The following breakdown identifies the various inspections completed and permits processed by the fire prevention bureau during the calendar year. These inspections and permits resulted in a total of 1243 individual customer contacts.

Tank Removal/Oil Burner Inspections	124
Annual Inspections/Re-inspections	72
School Fire Alarm Visit	8
Lock Box Installs	18
Smoke Detector Resale Inspections	314
Open Burning Permits Issued	446
Meetings/Plan Reviews	208
Fire Alarm Install Inspections	53

**Report of the Oil Spill Coordinator**

Between July 1, 2021 and June 30, 2022 the Brewster Fire & Rescue Department responded to 21 hazardous material incidents in the Town of Brewster. These responses included motor vehicle accidents, natural gas leaks, leaking vehicle tanks, chemical spills, refrigerant leaks, and oil leaks. A significant discharge of fuel oil occurred during a tanker truck rollover along Long Pond Road (Rt.137) on June 24, 2022. Numerous town departments, mutual aid fire, State, and Federal

agencies including the Department of Environmental Protection, Environmental Protection Agency, and regional Hazardous Material Teams responded to the incident to assist with mitigation and clean-up operations.

**Report of the EMS Division**

Between July 1, 2021 and June 30, 2022 the Brewster Fire & Rescue Department was dispatched to a total of 2323 emergency medical requests for service. A general breakdown of incidents includes:

Emergency medical	1803
Rescue	168
Medical assist, assist EMS crew	294
Motor vehicle accidents	48
Transport to Cape Cod Hospital	1510
Resident Transports	1238
Non-Resident Transports	272

**Brewster Fire & Rescue Department  
Personnel Roster**

**Career**

Robert Moran	Fire Chief/EMT
Dean Smith	FF/EMT
Kevin Varley	Deputy Chief/Medic
Megan Przygocki	FF/EMT
Anthony Dalmau	Captain/Paramedic
Alex McHugh	FF/EMT
Daniel Kimball	Captain/EMT
Chris Drumm	FF/EMT
Chad Foakes	Captain/Paramedic

Tim Johnson	FF/EMT
Michael Gerlach	Captain/Paramedic
Phil Burt FPO	FF/EMT
Kirk Rounseville	FF/Paramedic
Emily Higgins	FF/EMT
Joseph Cox	FF/Paramedic
Cole Murphy	FF/Paramedic
Matthew Tucker	FF/Paramedic
Vacant	3/1/23
Gretchen Riley	FF/Paramedic
Vacant	3/1/23
Matt Morthland	FF/Paramedic
Vacant	3/1/23
Thomas Wasierski	FF/Paramedic
Amy Handel	Confidential Administrative Assistant

**Call**

Scott Romer	FF/EMT
Richard Bunker	FF/EMT

In closing, our staff would like to extend our appreciation to the Brewster Police Department, Department of Public Works, and all other Town departments for the invaluable daily assistance, cooperation, and support received by our organization throughout the year.

Respectfully submitted,

Chief of Department  
Robert Moran



# REPORT OF THE EMERGENCY MANAGEMENT DIRECTOR

The Town's Emergency Management Director (EMD) is responsible to ensure all town staff and equipment resources are suitably prepared to respond to requests for emergency services during storms, natural and man-made disasters, pre-planned events, and any other emergency incident that requires the services of local public safety officials. In addition, the director cooperatively manages the regional Community Emergency Response Team (CERT), implements the Town's emergency management plan, supervises the operations of the emergency operations center, develops and manages disaster related reimbursement documents, responds to emergency incidents, manages community education and outreach efforts, writes and manages public safety grant applications, acts as a liaison with Federal, State, and County emergency management agencies and utility companies, and develops town wide emergency management standard operating response guidelines.

During the year, the Brewster Office of Emergency Management received a \$2,900 Emergency Management Performance (EMPG) Grant from the Commonwealth of Massachusetts. This grant provided partial funding for a tabletop training exercise for the Local Emergency Planning Committee (LEPC), department heads, and several regional emergency management and fire department partners. In addition to this session, multiple members of the LEPC attended training courses hosted by the Massachusetts Emergency Management Agency on the use of the Incident Command System during emergency events and the operational functions of an Emergency Operations center (EOC).

Throughout 2022 members of the Brewster/Orleans/Chatham/Harwich Regional Community Emergency Response Team (BOCH CERT) continued to play instrumental roles in providing operational, logistical, and administrative support at several local and regional events including Town meetings and elections, Brew Run, First Light Beach events, flu clinics, Council-on-Aging food distribution, and several other pre-planned community activities. The CERT Team applied for and was awarded a State grant in the amount of \$10,000.00 to fund the purchase of safety and extreme weather clothing for members and the acquisition of an enclosed trailer to transport equipment to the various events they support. The

Town of Brewster is providing administrative support for this grant. The Office of Emergency Management is extremely appreciative of the outstanding efforts of these well-trained, professional, and dedicated community volunteers who provide exemplary services to our residents on a daily basis.

To ensure a collaborative and cooperative approach to preserving the safety of our residents was sustained throughout the year the Local Emergency Planning Committee members continued to meet as required. In addition, the Towns Public Safety Team consisting of the Town Manager, Fire Chief, Police Chief, DPW Director, Water Superintendent, and Building Commissioner also continued to meet on a monthly basis to discuss the operational condition of each department, storm preparation, training programs, recognized townwide safety issues, planned community events, and the status of proposed and/or ongoing development or construction related projects within Town.

Managing the response of town resources to emergencies, disasters, and pre-planned events is a dynamic and challenging process that requires many highly trained and capable employees who make up the foundation of our town's emergency management activities. A list of the personnel assigned to the Local Emergency Planning Committee follows below.

## **Local Emergency Planning Committee Members**

Peter Lombardi  
Heath Eldredge  
Robert Moran (EMD)  
Paul Anderson  
Amy von Hone  
Griffin Ryder  
Denise Rego  
Mimi Bernardo  
Kirk Rounseville  
Chris Miller  
Kathy Lambert  
Tom Thatcher  
Sherrie McCullough  
Davis Walters  
Lisa Vitale  
Donna Kalinick  
Sue Broderick  
James Jones  
Kevin Varley  
Charles Mawn

# REPORT OF THE BUILDING COMMISSIONER

To the Honorable Members of the Select Board and the Citizens of the Town of Brewster,

I hereby submit the following report for the Brewster Building Department for the year 2022:

Description	Number of Permits	Estimated Projects Cost Total
New SF Residential Dwellings	10	\$5,562,000
Other Construction & Zoning Permits	1105	\$4,99,6273
Total:	1115 (est.)	\$55,468,273

## Permits, Fees & Inspections in 2022

Type	# of Permits	Fees Collected in \$	# of Inspections
Building	1115 (est.)	\$175,418	1281
Annual 110	---	\$3990	92
Electrical	923	\$74592	1732
Plumbing & Gas	1021	\$72163	1631
Old King's Highway	---	\$4864	---

## Summary of Building Permits for 2022 & Estimated Cost Comparison with Previous Years:

Year	# Permits	Estimated Projects Cost Total
2017	1083	\$44,618,622
2018	1092	\$40,421,110
2019	1120	\$33,979,871
2020	964	\$40,172,397
2021	1135	\$52,567,917
2022	1115	\$55,468,273

The Brewster Building Department functions to encourage and maintain public health and life safety through the administration and enforcement of the Massachusetts State Building Code 780 CMR, as well as the MA Electrical, Plumbing and Gas Codes. In addition, the Building Department is responsible for enforcement of the Zoning Bylaws of the Town of Brewster, which are intended to regulate land use, protect Brewster's inland and coastal waterways, wetlands, and watersheds, and preserve its unique resources as a historic coastal New England town. The Department also administers and enforces the regulations of the Old King's Highway Regional Historic District Commission, in conjunction with Brewster's local Old King's Highway Committee. The mission of the Brewster Building Department is to protect the citizens and visitors of the town in their connections and uses with structures and land throughout the community.

Calendar 2022 was another busy year for the Brewster Building Department. Inspections were

completed for over 130 new 55+ housing units at Serenity Apartments and 30 new affordable housing units at Brewster Woods. All units were approved for occupancy. Permits were issued for 10 new single-family dwellings, and over 1100 building projects of all other types.

With tremendous inter-departmental collaboration, the Building Department successfully phased in its *ViewPoint* online permitting platform in the Fall of 2022. It now offers all users, including homeowners and contractors, the option to apply for all permit application types available via the online permitting portal, including those for the Old King's Highway Historic District. Though it is functioning well to date, we continue to work diligently with other departments to improve data accuracy, reporting, project tracking, and the overall user experience for our applicants. The Building Department is fortunate to still have its long-standing part-time inspectors: Wiring Inspector Roland Bassett, Jr., and Plumbing & Gas Inspector Scott VanRyswood. Their vast knowledge, experience, and dedication as

inspectors in their respective professions are true benefits to this Department and to safety and well-being of the people of Brewster.

Because of its wide-ranging duties the Building Department is constantly working to keep current on a variety of code standards and regulations and improve its policies and procedures. For example, the 10<sup>th</sup> Edition of the Massachusetts Building Code, 780 CMR, goes into effect as of July 2023 along with related updates. I am grateful to our staff for their high level of administrative effort, as well as to our inspectors not only for their vigilance in the field, but for their work in continuing education to keep current of code changes.

The Building Department wishes to thank its local Old King's Highway Historic District Committee volunteer members for their continual efforts in upholding the rules of the Regional Commission and the Old King's Highway Act to help preserve and maintain the historic character of Brewster.

I am grateful to the Select Board, the Town Manager's Office, other Town Departments, Brewster's Boards and Committees, Building Department staff, our customers, and the townspeople of Brewster for supporting the changes

to the Building Department as we work to improve the quality and accuracy of our services.

Respectfully Submitted,

F. Davis Walters  
Building Commissioner

Administrative Office Staff

Jessica Gelatt, Senior Department Assistant  
Erika Glidden, Department Assistant

Staff Code Enforcement Officials

Roland W. Bassett, Jr., Wiring Inspector  
Scott VanRyswood, Plumbing & Gas Inspector  
Randall Bassett, Local Building Inspector  
F. Davis Walters, Building Commissioner

Alternate and On-Call Enforcement Officials

Derrick Scannevin, Alternate Wiring Inspector  
Peter Deegan, Alternate Plumbing/Gas Inspector  
Richard Leibowitz, Alternate Building Inspector  
Justin Post, On-call Building Commissioner  
Tom Wingard, On-call Building Commissioner





# REPORT OF THE NATURAL RESOURCES DEPARTMENT



The Natural Resources Department's responsibilities include: water quality, shellfish propagation/enforcement, land management & trail maintenance, facilities & apparatus maintenance, coastal access, maintenance & debris removal, community event planning, hunting monitoring, volunteer recruitment & supervising, coastal resiliency planning, mooring permits and administration of the Wetlands Protection Act.

This Department relies on the continued support from various Town Departments, a strong working relationship and collaboration with Brewster Conservation Trust, Brewster Ponds Coalition, Pleasant Bay Alliance, AmeriCorps, Brewster Conservation Commission, APCC, Water Quality Review Committee, Natural Resource Advisory Commission, Open Space Committee, and a dedicated corps of volunteers, to meet the growing

needs of this community and perform the duties of this department.

Conservation Administrator/Natural Resources Assistant Noelle Aguiar left our department in fall 2022 after 6 years of dedicated service to the Town of Brewster. We wish her success in her future endeavors. In November 2022, Bill Grafton joined our team as the new Brewster Conservation Administrator. Bill brings the department years of experience and expertise from Marshfield where he served as their Conservation Administrator.

Looking back, here are the highlights and challenges for 2022:

## **Seasonal Hires**

The Natural Resource Department welcomed two seasonal staff members from June through the end

of August. Sophia Delmonte and Will Dufault assisted department staff with water quality, shellfish propagation, trail maintenance, community events, and public outreach. The additional staff was critical to meeting the increasing needs of the community.

### **Natural Resource Advisory Commission**

Off to a great start, the Brewster Natural Resource Advisory Commission (BNRAC) meets on the third Thursday of every month to assist the Brewster Select Board and Department of Natural Resources in guiding the sustainable use and enjoyment of Brewster's abundant natural resources. The committee is comprised of a dedicated group of five community members along with representatives from the shellfishing community, Brewster Ponds Coalition, Brewster Conservation Trust, and Brewster Open Space Committee.

### **Public Outreach and Education**

The Department worked closely with Brewster Conservation Trust, Brewster Historical Society and Brewster Ponds Coalition to organize Brewster Conservation Day. Free to all, this one day event show cases over 40 exhibitors who come together in the name of natural resource protection. With over 800 visitors in attendance, these interactive exhibits offer a fun, hands-on, educational experience for all ages.

Beautify Brewster is another community event organized by the Natural Resource Department and Cape Cod Anti-Litter Coalition. On the last Saturday in April, Town Department Heads, Chairs of Town Boards and Committees, and leaders of community organizations will lead 24 groups with over 200 volunteers to remove debris that has accumulated over the winter months on designated stretches of the main roads and streets in Brewster in celebration of Earth Day and in advance of the BREWSTER IN BLOOM weekend.

Getting into the schools and hosting class field trips was on the rise this year. Department staff developed an interactive exhibit for 72 second graders at Stonybrook Elementary school to learn about protecting freshwater ponds and how to be a pond steward. Eleven students from the Sturgis Charter School engaged in a service learning project on the Town's oyster farm to help cull oysters while learning about their life cycle and important role of filtering nitrogen from the water. In June, 68 third grade students from Eddy Elementary school joined staff on the Flats to learn about oysters and other marine creatures that call the Flats their home. The same third graders ventured to the Stony Brook Grist Mill to learn about the lifecycle of river

herring and the historic factory village. Eastham Elementary students enjoyed a hands-on presentation from DNR staff about the life cycle and growing methods for farm raised oysters. Lastly, a group of culinary students from Nauset regional high school joined DNR staff on the Brewster Flats to learn about oyster farming and how it's journey from farm to table is made.

### **Water Quality Monitoring**

Natural Resources staff assist with the nutrient management issues affecting our coastal embayments and freshwater ponds across town. Much of this work is done in conjunction with our consultant, Horsley Witten Group, Town administration, Brewster Planning Department, and Brewster Health Department. While our focus has been nutrient management in Pleasant Bay watershed, we have also been assisting with planning for freshwater pond water quality protection and drinking water quality in our Zone II areas.

The bi-annual (Spring and Fall) monitoring of 29 ponds was completed with Department staff this year. The Pond and Lake Stewards (PALS) program continues to gather invaluable data used to monitor trends in dissolved oxygen, temperature, clarity & algal growth for specific ponds.

In addition, we continued monthly monitoring on Long and Upper Mill Ponds from April-November to evaluate the effectiveness of the alum treatments that both ponds received in 2007 and 2019 respectively. The results and samples are sent to an independent consultant for detailed analysis.

We continued to work with APCC on their cyanobacteria monitoring program and collaborated with the Brewster Health Department and Brewster Ponds Coalition to help keep Brewster residents at the forefront of water quality issues. For more information visit: <http://www.apcc.org/>

With guidance from the Water Quality Review Committee and technical support from Lynn Mulkeen Perry of Barnstable County Health & Environment, we continued the revised groundwater monitoring protocol for Captain's Golf Course. The sampling involves testing nine wells for various indicators once a year in October.

We continued State mandated weekly bacterial monitoring from Memorial Day to Labor Day at four fresh and nine saltwater bathing beaches. Every Monday, a staff member takes grab samples and delivers them to the Barnstable County water lab. Results can be found at:

<https://www.capecod.gov/departments/health-environment/programs-services/water-and-wastewater/bathing-beach-water-quality/>

### **Volunteers**

Our devoted corps of volunteers played a vital role in the winter storage routine of the Town's juvenile oyster population. Starting in February, volunteers assisted in returning the oysters to the flats after spending two months in a walk-in cooler. Again, in December volunteers assisted in removing the oysters from the flats and culling them before stacking them into the cooler for the winter.

The Conservation Department utilized David Rogers and Elizabeth Taylor through the Town's tax abatement program. David and Elizabeth contributed over 140 hours of service to the Department and we wish to thank them for their contributions.

We welcomed The Brewster FLATS (Friends of Lands, Aquatics, Trails & Shellfish) back this year! The grass roots, community based group works closely with staff to provide essential support in the areas of shellfish propagation, community events, trail maintenance, water quality monitoring, and public access. These dedicated volunteers aid in the essential functions of this department, where staffing shortfalls are present.

### **AmeriCorps**

AmeriCorps continued to help improve Brewster's natural resources with assisting in a variety of group service days. With guidance from the DNR, AmeriCorps assisted with the following projects:

- Punkhorn Trail Maintenance
- Habitat restoration at Mothers Bog Conservation Area
- Invasive species removal at Stony Brook Grist Mill
- Oyster culling

### **Public Access**

The Department successfully completed the third edition of the Brewster Walking Trails guide, adding information on pocket parks and a few new trail segments across town. Three new additions on Town property include the expansion of the Mothers Bog Aquifer Protection Area, Freemans South Aquifer Protection Area and Long Pond Woodlands. We wish to thank our partner in this effort, Brewster Conservation Trust.

We also completed the update to the Town's Open Space and Recreation Plan, which guides the town's activities and provides opportunities for state grants.

The Department also assisted the Brewster Department of Public Works in preparing the new resident-only First Light Beach for summer 2022.

### **Land Management**

The trails and protected lands continued to experience a high volume of passive recreational activities. To help ensure public safety, the Department increased their patrol schedule. This included increasing its efforts to actively manage the trails published in the third edition of Brewster's Walking Trails Guide. Annual field mowing at Kingsbury / Mathews property, Hawks Nest Farm and Quivett Marsh Vista helped to maintain valuable field habitats. Department staff also assisted with general property management at the former Sea Camps property.



### **Coastal Issues**

The Department continues to work with the Comprehensive Water Quality Review Committee, the Department of Public Works and others on storm water improvements across town, including completing a design for stormwater improvements at Walkers Pond Landing. This design was funded in part by the Brewster Ponds Coalition. It is through final permitting and we anticipate construction in fall 2023.

We continue to collaborate with the Pleasant Bay Alliance, a four-town inter-municipal group managing the shared watershed of Pleasant Bay.

### **Harbormaster**

Kayak and Canoe Racks With new racks being built and installed at Sheep Pond and First Light Beach, we increased the capacity around Town for people wanting to access our waterways. This

popular service aims to promote access to our waterways and increase recreational boating for our residents & visitors.

**Boat Moorings** The demands on Brewster's flats and freshwater ponds continues to grow, as boaters are discovering Brewster as a boating destination. With over 300 moorings in Brewster (includes rafts, boats and paddle crafts) water safety and mooring regulation compliance has become a focus during summer months. Strong efforts are being made to maintain a safe environment for recreational boaters and protect personal property. Along with patrolling for current mooring stickers, we continued efforts at removing dangerous and unclaimed mooring tackle. Maintaining safe waterways on Long Pond was accomplished through the seasonal installation of 32 NO WAKE buoys and designating one area as a SAFE SWIM ZONE. We also added a swim line and buoy to Sheep Pond beach to better define the swimming area and separate it from the boat ramp.

The Department also completed the design and permitting for the boat ramp and landing improvements for Long Pond off Crowells Bog Road. These improvements will capture stormwater runoff to improve water quality and separate the boat ramp traffic from the swimming beach area. We anticipate bidding in summer 2023 with construction in fall 2023.

### **Strandings**

Brewster continues to be a hot spot for stranded turtles and marine mammals along our shoreline. We work with Mass Audubon's Wellfleet Sanctuary for turtle strandings, and the International Fund for Animal Welfare (IFAW) in Yarmouth for marine mammal strandings.

### **Shellfish**

The Department purchased oyster & quahog seed through a program connected with Barnstable County's Cooperative Extension and was supplemented by funds raised from our rent a rake program, donations, and sales of Brewster Oyster gear. Our municipal shellfish propagation program continues to flourish with help from our shellfish volunteers. Special thanks to: Bob Young, George Porter, Chris Williams, Peter Nielsen, Rob and Beth Tobias, Sam McGee, Steve Berrick, Debra Johnson, Bob Rice, Doug Erickson, John Duffin, Dennis Morris, Margot Fitsch and Jay Hurley. Without these volunteers, the services we provide to the community would decrease.

Despite challenges in finding quahogs to stock at Saints Landing in June and early July, this year saw

another record number of people taking advantage of the summer quahog program at Saint's Landing. Assistant Shellfish Wardens, Dennis Morris and Jay Hurley were there to greet participants with a warm smile and helpful hints about where to find the clams.

Oyster Sundays at Mants Landing continued to grow in popularity this Fall. Catch reports show that over 1,800 people enjoyed the mild fall weather and harvested almost 75,000 oysters during the course of 7 weeks.

For the fourth year, we held the "Give a little, take a little" food drive to benefit those in need on Cape Cod. On the last Sunday before Thanksgiving, we collected and filled two full size department trucks with non-perishable food items. This year all the food stayed in Brewster and was distributed from Brewster Baptist Church. We would like to thank all those who contributed to this amazing event.

Littleneck enthusiasts continued to enjoy the rock beds at Ellis Landing for one day in the Fall and one week in the Spring. We continued to seed this area with juvenile quahogs reared in the Town's upweller at Sesuit Harbor. This year, we broadcast approximately 100K juvenile quahogs at Ellis Landing with the help of members from our shellfish community.

The amount of vibrio compliance checks mandated by the State was up again this year with assistance from our summer hires. MA DMF requires towns to monitor and record commercial oyster harvest activity, as well as patrol closed areas. Vibrio enforcement season runs from May 19<sup>th</sup> to October 19<sup>th</sup>; under these guidelines grant holders must follow strict harvesting protocol to ensure product quality.

The commercial razor clam season was suspended as part of the resource management initiative. Resource assessment and harvest data showed a decrease in population density. With help from harvesters, Barnstable County's Marine Program staff and past data, the Natural Resource Department closed the area between Crosby Landing and Ellis Landing to commercial harvest.

### **Herring Run**

The Department helps the Alewife Committee to manage the herring run through vegetation management in Stony Brook, including the narrows between Upper and Lower Mill Ponds, installing and monitoring the seasonal herring counter at the mill, and helping to coordinate the volunteer herring count at the dam. This year we also completed a

permit with the Conservation Commission and Division of Marine Fisheries authorizing maintenance of the herring runs throughout the town.

## Projects

Natural Resources managed a number of projects in 2022. These include:

- **Long Pond Boat Ramp Improvements:** Final design and permits were received in 2022, and we anticipate construction fall of 2023.
- **Wing Island Boardwalk Design and Permitting.** This project includes a grant from the state. 2022 saw a lot of public discussion about potential designs and the need to implement a formal conservation restriction for the island, including decisions on management.
- **Stony Brook Mill Retaining Wall and Weir Improvements:** Design for repairs of retaining walls and modifications to fish weirs were generally designed in 2022, with permitting anticipated in spring 2023. Construction will be in late 2023. This includes funding for design by the Cape Cod Conservation District; construction grants have been received from the USDA Natural Resources Conservation Service. Local match to the construction funding will be through a grant from the Brewster Community Preservation Commission (\$125,000 received) and through an article at Spring 2023 town meeting.
- **Freemans Pond Culvert Overtopping Protection:** Grant received from the Cape Cod Conservation District for design, construction grants have been received from the USDA Natural Resources Conservation Service. Our local match for permitting and construction was received through a \$200,000 grant from the Massachusetts Department of Ecological Restoration. Construction anticipated Winter 2023/24.
- **Walkers Pond Water Quality Study:** In 2022, we completed a study of Walkers Pond that recommends additional treatment to restore water quality through a limited alum treatment, followed by resuming our weed harvesting activities.
- **Pond Water Quality Summary:** In 2023, we anticipate working with our partners to update the 2009 Town-wide pond water quality report with recommendations on

future activities to address pond water quality.



## Local Support

We wish to thank Brewster for its continuing dedication to open space preservation and protection of its natural resources.

Gifts and Donations We receive a tremendous amount of support from our local business community through food, drink, and supply donations for our major community events. We wish to thank Laurino's Restaurant, Ocean Edge Golf Club and Resort, Joey's Pizza, Brewster Pizza, Brewster True Value, Agway, Dunkin Donuts, Snowy Owl, Café Alfresco, Shaws and Star Market, Stop and Shop, Kate's Seafood, Kitchen Café, and Brewster Village Market Place.

I wish to thank the staff, including Chris Miller, Director, Ryan Burch, Senior Natural Resource Officer; David Johnson; Natural Resource Officer; Noelle Aguiar, Conservation Administrator/Natural Resources Assistant; Bill Grafton, Conservation Administrator/Natural Resources Assistant; Andi Sideris, Conservation Senior Administrative Assistant, Dennis Morris, Assistant Shellfish Warden, Jay Hurley, Assistant Shellfish Warden. A special thanks to Doug Erickson for his technical support for facilities maintenance.

Respectfully submitted,

Chris Miller, Natural Resources Director  
Ryan Burch, Senior Natural Resource Officer  
David Johnson, Natural Resource Officer  
Bill Grafton, Conservation Administrator/Natural Resources Assistant  
Andi Sideris, Senior Administrative Assistant

# REPORT OF THE CONSERVATION COMMISSION

Brewster is blessed with vast and inspirational ecological wonders including the Stoney Brook fish run, the numerous great ponds, the epic flats on the shores of Cape Cod Bay and teams of wildlife. Yet there are also reminders of the fragility of nature that are emerging. Were it not for the exceptional efforts of dedicated and driven residents over the decades, Brewster's natural legacy may have eroded into something much less familiar and beloved. Thank you to the stewards who preserved and conserved Brewster's natural legacy and for those continuing the mission.



The Brewster Conservation Commission established in 1960 is composed of a seven-member appointed board charged with the responsibility to protect the Town's coastal and inland wetland resource areas while balancing private property rights and interests. Through the administration and enforcement of the Massachusetts Wetlands Protection Act, Ch. 131 Section 40 (enacted in 1972), the Brewster Wetlands Protection By-law Ch. 272 (enacted in 1984) and the state and Town regulations, the Commission permits proposed projects and shepherds enforcement orders through to completion. Work or activity within the resource areas and/or the 100-foot buffer zone are under conservation jurisdiction and require the Commission's approval. Proposed projects must meet specific performance standards to ensure that the proposed work is protective of the wetland resource areas within the confines of their performance standards and interests maintaining valuable functions and interests.

In support of this mandate, Brewster Conservation staff including Conservation Administrator, Bill Grafton and Sr. Department Assistant, Andreana Sideris are committed to educate the community about the resource areas, their functions and permitting. For the past six and a half years, Noelle Aguiar served as the Conservation Administrator leaving a remarkable footprint. She will be missed.

Enforcement of our wetland regulations is both a challenge and priority for the Commission as this tool provides the Commission the ability to ensure the proper review process for unpermitted work/activity is followed and wetland resources are protected. Sometimes a local solution is not possible, and the Massachusetts Department of Environmental Protection and/or the Barnstable County and Orleans District Court Systems become involved. Typically, the Commission strives to work in partnership with property owners and project managers to resolve enforcement matters and if necessary, to restore environmentally sensitive areas.

The Commission continues to benefit from the reliable experience and diligent leadership of Chair Michael Tobin along with a committed board including Vice Chair Casey Chatelain who is an environmental scientist bringing technical expertise to the Commission, Commissioner Gary Kaser who is an avid wilderness and outdoor recreation enthusiast and Commissioner Bruce Evans who also serves on the Open Space and Community Preservation Committees. This year, Commissioner Wells stepped down from Commission duties, and we extend our sincere gratitude for his contributions. The Commission was able to recruit a new Commissioner, Kimberley Crocker Pearson who also serves on the Board of Health and chairs the Natural Resources Advisory Commission.

During the Commission's 2022 calendar, there have been 92 conservation permit applications, including numerous public hearings, meetings, discussions and continuances due to the complex nature of these submittals and projects. With an adaptable and proactive approach, the Conservation Commission has been exemplary in undertaking a highly active year of permitting.

## Conservation Department Figures for Town Report 2022 January through December

Notices of Intent: 44  
Requests to Amend Orders of Condition: 1  
Abbreviated Notice of Resource Area Delineation: 1  
Requests for Determination of Applicability: 13  
Requests for Certificates of Compliance: 6  
Requests for Extension Permits: 5  
Administrative Review Applications: 22  
Total 92

The Commission also collaborates with Chris Miller (Natural Resources Director), Ryan Burch, (Natural Resource Officer), and David Johnson (Assistant Natural Resource Officer) who have brought their talents, experience, initiative, and dedication in managing the array of protected

conservation lands across the whole of Brewster. These properties provide the community with opportunities to enjoy the natural heritage of the Town and they have skillfully handled demanding field work essential to the care, protection, and enhancement of these lands. Their work is exemplary and very much appreciated.

Respectfully submitted,

Andreana Sideris, Senior Department Assistant  
Bill Grafton, Conservation Administrator

Michael Tobin, Chair  
Casey Chatelain, Vice Chair  
Bruce Evans, Commissioner  
Gary Kaser, Commissioner  
Kimberley Crocker Pearson, Commissioner





# PUBLIC WORKS



# REPORT OF THE PUBLIC WORKS DEPARTMENT



The Department of Public Works (DPW) mission is to maintain, preserve, and protect the infrastructure and resources of the Town. The Department provides numerous municipal services to residents, businesses, and visitors to Brewster including:

- Maintenance and improvement of roads and public property
- Stormwater Drainage
- Vehicle Fleet Maintenance
- Cemetery Management
- Operation of the Brewster Recycling Center and handling solid waste disposal and recycling
- Tree Maintenance
- Traffic and Parking Control
- Engineering Services
- Environmental Compliance

The DPW is responsible for the maintenance of approximately 60 miles of Town accepted roadways,

adjacent roadsides, and the repair and maintenance of the stormwater systems associated with these roadways. The DPW provides limited services on many private roads; including street sweeping (when time and budget allow), snow and ice removal services and private catch basin cleaning (for a fee). The following summarizes some of the accomplishments the DPW achieved throughout the year.

## Operations

During winter operations the DPW is responsible for preventing and treating icing conditions and the physical removal of snow from roadways and Town parking lots. In 2022 the DPW responded to twenty-seven (27) snow and ice events. Nine (9) of the snow and ice events required both treatment and plowing the snow from the roadways.

The Brewster Recycling Center saw some technological improvements with the implementation

of a license plate reader (LPR) system for permit holders. The LPR system allows for the license plates of the entering vehicles to be read and linked to the online sticker tracking that the Town utilizes. For additional information regarding the happenings over the past year at the Brewster Recycling Center, please refer to the Recycling Commission Annual Report.

The DPW continued to maintain over 40 public outdoor spaces across Town. These spaces range from the large areas including the Drummer Boy Park, Freemans Fields, the Gristmill, the Brewster Dog Park, Brewster Memorial Cemetery, Town Hall Fields and Gage's Field to smaller areas including the Christmas tree traffic island at Stony Brook & Satucket Road among many others.

The DPW provides support to other Town Departments for the various events that occur throughout the year. Some of these support efforts include Town Meeting and Town Election setup and breakdown, flu clinic support, maintenance of the athletic fields for recreational use, support for Golf department maintenance activities, installing and removing the swim floats at Long Pond and Mill Pond, beach and landing maintenance and nourishment, installation of the mobility mats at certain landings, and maintenance of Town facilities' grounds, including the Town Hall, Police Department, Fire Department, Natural Resources, the former Cape Cod Sea Camps Properties and the Council on Aging.

### **Vehicle Fleet & Equipment Maintenance**

The DPW Master Mechanic and Maintenance Mechanic assist in maintaining and servicing the majority of the Town's vehicle fleet and DPW equipment consisting of approximately 150 vehicles and equipment. More than 100 of these are over the road vehicles and equipment. The vehicle maintenance team has continued to advance their use of technology in logging maintenance repairs and service activities. In 2022, the maintenance team performed over 400 repairs, routine services and inspections supporting the DPW, Police, Fire, Water, Natural Resources and the Town Hall Departments vehicle fleets. By performing these repairs and maintenance activities in-house the vehicle maintenance team has provided the Town with significant cost savings. The maintenance team is also responsible for maintaining the Town's fuel dispensing system at the DPW.

### **Environmental Compliance**

The DPW is responsible for environmental compliance for monitoring water and soil gas wells

for the closed landfill at the Brewster Recycling Center and for stormwater protection under the Municipal Separate Storm Sewer System (MS4) program. The landfill monitoring and MS4 programs are administered by the Massachusetts Department of Environmental Protection (DEP) and the United States Environmental Protection Agency. The MS4 program requires annual street sweeping, catch basin cleaning, monitoring of stormwater discharges and ongoing mapping throughout the Town of Brewster. Annual reporting is required for the landfill monitoring as well as the MS4 program. In 2022, the DPW swept approximately 210 tons of material/sediment from the roadways and cleaned 957 town owned and 225 private catch basins which yielded a total of approximately 180 tons of material/sediment. This material/sediment was trucked to a DEP site assigned facility for disposal.



### **Dog Park Project**

The Dog Park construction (behind the Police Station) was completed in May of 2022. The DPW worked very closely with the Contractor, Speakman Excavating LLC for the duration of the project. The DPW continued to coordinate maintenance activities and small improvements with the Friends of the Brewster Dog Park over the course of the year. The DPW would like to thank the Friends of the Brewster Dog Park for their continued involvement with the operation and suggestions for improvement at the Dog Park.

### **First Light Beach Parking Lot Construction**

The DPW developed the initial conceptual First Light Beach Parking Site Plan for the transformation of five (5) of the seven (7) tennis courts that were proximal to the beach on Cape Cod Bay. The Town engaged Coastal Engineering Company to advance the conceptual design to final design for permitting and construction. The Site Plan was permitted by the Conservation Commission in the Winter/Spring of 2022. Construction started shortly after the completion of the Dog Park and the 51-car parking lot was finalized with the as the paint was drying on the lot during the ribbon cutting ceremony on June 30, 2022. The DPW was responsible for most of the construction enabling work and the final touches for the parking lot including the installation of a large stormwater system, painting the lot, installing fencing for walkways and portable toilet enclosures. The first resident only beach in Brewster appeared to be a great success last year.

### **Bog Pond Road Drainage Improvements**

The DPW managed the construction of the Bog Pond Road Drainage improvements project. Robert B. Our Company, Inc. was the selected low bidder and performed the construction for the project. This included the installation of three large subsurface

infiltration systems with new deep sump catch basins. The Project was completed in the Fall of 2022 and has operated as intended during storm events.

### **Millstone Road Improvement Project**

The DPW continued to participate in the design and permitting efforts for the Millstone Road Improvement Project. A fourth public information session was held on February 17, 2022 in which a status update on the project was presented as well as revised project details and photo-simulations of the proposed project. The Select Board voted to move forward with the design at their meeting on April 25, 2022. The DPW in conjunction with other Town Staff will continue to work through the various permitting processes and coordination with the Utility Companies to move toward a final design in 2023.

I would like to thank the entire staff at the DPW for their dedication and hard work in beautifying the Town of Brewster.

Respectfully submitted,

Griffin Ryder

DPW Director



# REPORT OF THE WATER DEPARTMENT

The Brewster Water Department is pleased to provide the following report for calendar year 2022.

In 2022, the Brewster Water Department operations transitioned from the unprecedented challenges of the COVID 19 pandemic to new challenges of increasing operational costs and shortages of needed supplies. Many projects experienced significant delays in completion due to supply chain difficulties while others were postponed due to rising costs.

On June 7th, 2021, the Water Commissioners imposed mandatory water restrictions for the 1st time in many years. The restrictions were due to the lack of precipitation over the winter months resulting in low groundwater levels. This trend continued through 2022 and was evaluated monthly. Restrictions were adjusted accordingly to ensure the future health and adequacy of the water supply. On March 3rd of 2023 the Commissioners voted to end the mandatory restrictions and return to normal status based on groundwater monitoring levels.

Voters at 2019 Town Meeting approved funds to design the installation of back-up generators at wells and treatment facilities and in 2020 they approved construction funding. The generators will allow uninterrupted domestic water and fire protection during power outages. The design of this project was completed in 2020 and the installation was delayed due to supply shortages. Currently all the generators have been received and are in the process of being installed.

In 2022 voters approved funds to design and receive bids for the painting of the two water storage tanks located on Yankee Drive. The existing coating on the tanks is suitable for an overcoat designed to prolong the protection it provides to the steel structure. This will postpone the costly rehabilitation that would require complete removal of the existing coating and the priming and painting of the outer surface. The design work is currently being conducted and construction funds will be requested at the 2023 Annual Town Meeting.

The Water Commissioners continue working with the Recycling Commission and Select Board Liaison to promote municipal tap water use and to reduce single use plastic bottles. The goal has been to educate the public about tap water and make it more readily available. The first outdoor water hydration station was installed by Water Department Staff at the Stony Brook School's

White Caps Field in 2021 and staff have installed additional units at the Brewster Dog Park and Captains Golf Course. Additional sites are currently being evaluated. The Water Commissioners would like to thank Select Board member Mary Chaffee for her efforts in this important initiative as well as the staff for installing the stations.

Safety of staff is crucial in any organization and the water department is no exception. Massachusetts recently adopted OSHA (Occupational Safety and Health Administration) as the minimum standard for all municipalities. Superintendent Anderson has been working with a regional group of managers to evaluate operations and implement current safety practices. In 2021 he received certificates for safety and health fundamentals in both construction and general industry. This safety program will be ongoing and evaluated regularly.



The Board of Water Commissioners would like to recognize the dedicated and professional work of our Water Department Staff whose combined efforts are the reason for the success and efficiency of our operation. We would also like to express our appreciation to the residents of the Town of Brewster and the other town departments and

employees whose help and cooperation contributed greatly to that success during the past year.

Respectfully submitted,  
Cynthia Baran

Susan Brown  
Lemuel Skidmore  
Brewster Board of Water Commissioners

### Department Statistics

	<u>2021</u>	<u>2022</u>	<u>% change</u>
Total Pumped (MG)	469.04	499.08	6%
Peak Day	8/2/21	8/22/22	
Peak Gallons (MG)	3.61	4.12	12.38
Total Service Connections	7279	7361	1.12





# HUMAN SERVICES

# REPORT OF THE BOARD OF HEALTH

The Brewster Board of Health is responsible under Massachusetts General Laws, state and local regulation, for disease prevention and control, health and environmental protection and promoting a healthy community. The Board is comprised of five members and is represented in its daily business activities by the Health Department with a full-time staff of three.

Board of Health meetings are held on the first and third Wednesdays of each month. Meetings are open to the public. Bi-monthly agendas are posted on the Town's website and are also available via e-mail upon request. Archive documents and meeting minutes are available on the Town's website.



The Board contracts with the Visiting Nurse Association of Cape Cod, Inc. (VNA) for medical services including vaccination clinics, mandatory communicable disease investigation, home visits and monthly wellness clinics for Brewster residents. They provided outstanding service to the Town of Brewster in 2022 as they have in many years past. Notably, in collaboration with Health Department Staff, the VNA provided flu and COVID vaccinations to 55 homebound residents of Brewster this year as well as 146 flu and 135 COVID vaccinations to Town staff, school children and their families. In cooperation with Cape Cod Healthcare Pharmacy, the Brewster Health Department operated an additional vaccination

clinic dispensing 181 flu and COVID vaccinations to an additional 147 Brewster residents.

The Board welcomed Dave Bennett as the newest elected member as well as Casey Chatelain, who was appointed to a one-year term by the Board of Health and Select Board to fill a vacancy arising in 2022. Dave and Casey joined Annette Graczewski, MT (ASCP), who served as Chairman from May 2022 to the present, Kimberley Crocker Pearson, MS, MD, MPH, who served as Vice Chairman during that same period and Penny Holeman, MPH, MA, MS, comprising a full, five-member Board. A large part of the Board's responsibilities in 2022 included review of nine applications for variances to local and state Title 5 septic system regulations as well as one variance request to local Brewster animal regulations. One fine was issued to one of eight licensed Tobacco Retailers for the sale of flavored tobacco products. The Board also continued to monitor the function of eight large wastewater septic systems in Brewster.

The Board adopted two new regulations, including a Bedroom Definition for the Purpose of Sizing a Septic System and the Brewster Board of Health Nitrogen Loading Regulations, which complement changes in Zoning By-laws occurring late in 2021. In addition, the Board engaged in continued discussion regarding the necessity for a local Brewster Marijuana Regulation, pond water quality issues and upcoming changes to MA DEP Regulatory Strategy for Cape Cod Estuaries Impaired by Nitrogen through the proposed revisions to MA Title 5 Regulations and new MA Watershed Permit Regulations.



Various members of the Brewster Board of Health participated in Brewster Conservation Trust's Conservation Day, Brewster Recreation Department's Beautify Brewster program, the Cape Cod Commission's One Cape Summit, the Massachusetts Health Officer's Association Annual Conference and The Brewster Ponds Coalition Annual meeting.



The Chair thanks the Board members for their time and conscientious service to the Town and residents of Brewster. In addition to serving on the Board of Health, several members also serve as representatives of, or liaisons to the following Town Committees:

- Water Quality Review Committee: Kimberley Crocker-Pearson, MS, MD, MPH;
- Recycling Commission: Annette Graczewski, MT (ASCP); and
- Select Board's Water Resource Ad Hoc Task Force: Dave Bennett

The Chair also thanks the full-time staff of the Brewster Health Department: Health Director Amy

von Hone, RS, CHO, Assistant Health Director Sherrie McCullough, RS, and Senior Department Assistant Tammi Mason. This small department of three professionals tirelessly and efficiently performs the day-to-day activities required to support the Brewster Board of Health and the Town of Brewster.

In addition, the chair thanks the following individuals for their contributions throughout 2022:

- Animal Inspectors, Sherry McCullough and Lynda Brogden-Burns;
- Emily-Michele Olmstead and Tracy Long of the Massachusetts Alternative Septic System Test Center for their continued support of the Brewster Board of Health in providing information regarding data collection from testing of Alternative Septic Systems in Brewster;
- Chris Miller, Director Brewster Natural Resources for his presentation regarding the status of the Town's participation in the Pleasant Bay Watershed Alliance;
- Dr. Kimberley Crocker-Pearson for her presentation regarding Coastal Resource Management Plan, Phase I;
- Tim Pasakarnis from the Cape Cod Commission for his presentation regarding the Commission's Freshwater Initiative;
- Brewster Fire, Police, Council on Aging, Department of Public Works and Brewster, Orleans, Chatham and Harwich CERT staff and volunteers for their assistance with operation of the Brewster Health Department's vaccine clinics;
- Robert Collett, Cape Cod Regional Tobacco Control Program for his assistance in providing updated information relative to changes in Tobacco Industry practices; and
- The Brewster Ponds Coalition for their continued collaboration with the Brewster Health Department on pond water quality reporting and the posting of necessary advisories.

Respectfully submitted,  
 Annette Graczewski, MT (ASCP) – Chair  
 Kimberley Crocker-Pearson, MS, MD, MPH – Vice Chair  
 Penny Holeman, MPH, MA, MS  
 Dave Bennett  
 Casey Chatelain



# REPORT OF THE HEALTH DEPARTMENT



The Health Department is charged with the protection of environmental public health and the promotion of a healthy community through the varied daily activities conducted on behalf of the Brewster Board of Health. The Health Department is comprised of the Health Director, the Assistant Health Director, and the Senior Department Assistant who are responsible for a broad array of duties including but not limited to: licensing and inspections of food service establishments, lodging, swimming pools, bathing beaches, tobacco, barns, tanning establishments, camps, sewage disposal systems, housing, hazardous materials, wells, communicable disease investigation and prevention, and emergency planning. Additionally, our office is responsible for the investigation of all public health related complaints to ensure compliance with applicable state and local codes, and to promote a healthy living and working environment. The Health Department routinely coordinates with other Town Departments and Committees and local agencies, such as the Barnstable County Department of Health and Environment, the Cape & Islands Health Agents Coalition, the Cape Cod Hoarding Task Force, the Cape Cod Rabies Task Force, the Cape Cod Regional Tobacco Control Division, and the Visiting Nurse Association to enhance our capabilities of providing services to the community at large.

## Coronavirus (COVID-19) Pandemic

COVID-19 is a new respiratory disease, caused by a novel (or new) coronavirus that has not previously been seen in humans. Reported illnesses have ranged from mild symptoms to severe illness and

death for confirmed COVID-19 cases. It is believed that this particular strain originated in Wuhan, China in the winter of 2019, and quickly spread throughout the world, ultimately infecting the United States by January 2020. The first case of COVID-19 in Brewster was confirmed on March 13, 2020, and by December 31, 2022, at least 1,985 Brewster individuals had been infected with the disease. Over the course of two years, our population was infected by at least three distinct variants of COVID-19 (SARS-CoV-2, Delta B.1.617.2, and Omicron B.1.1.529), and experienced four separate surges where active cases rose dramatically and resulted in the worst surge (early 2022) of the pandemic.

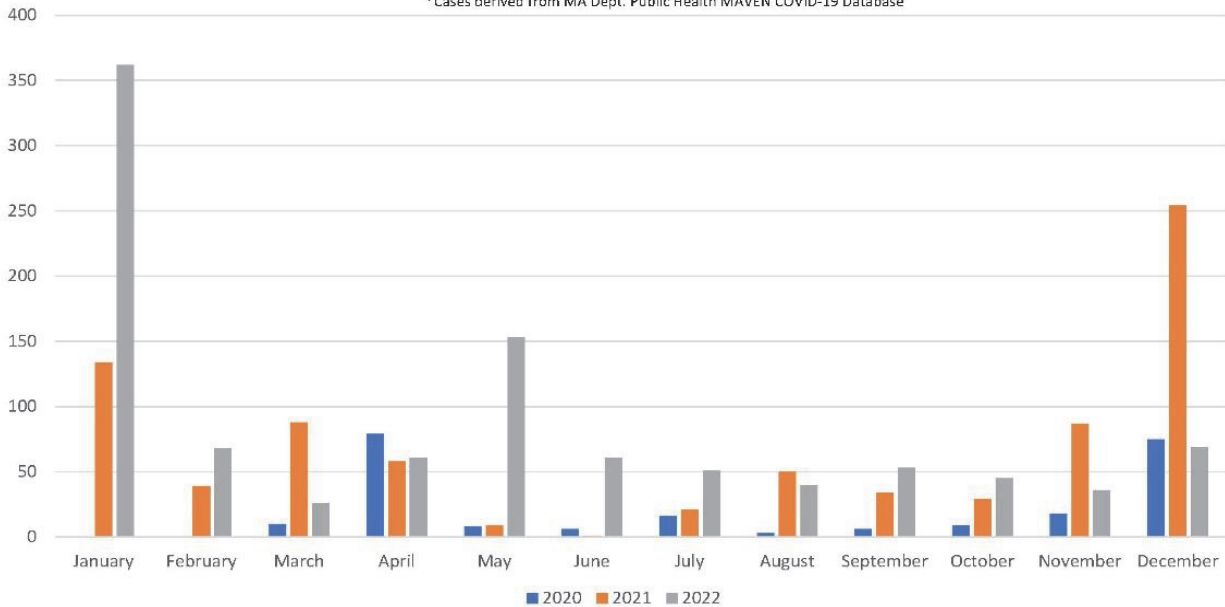
Coronaviruses are a large group of viruses; some cause illness in people and some occur in animals, including camels, civet cats and bats. Rarely, animal coronaviruses can evolve and infect people and then may spread between people. Human coronaviruses cause routine seasonal respiratory virus infections. Other coronaviruses, like SARS and MERS, can cause serious illnesses. Coronaviruses are respiratory viruses and are most commonly spread through respiratory secretions (droplets from coughs and sneezes) of an infected person to another person in close proximity (within about 6 feet).

Symptoms of this infection may appear 2-14 days after exposure and include:

- Fever, chills or shaking chills
- Signs of a lower respiratory illness (e.g., cough, shortness of breath, lowered oxygen saturation)
- Fatigue, sore throat, headache, body aches/myalgia, or new loss of sense of taste or smell
- Other less common symptoms can include gastrointestinal symptoms (e.g., nausea, vomiting, diarrhea), rash, and inflammatory conditions such as “COVID toes”.
- In elderly, chronically ill, or debilitated individuals such as residents of a long-term care facility, symptoms of COVID-19 may be subtle such as alterations in mental status or in blood glucose control

## BREWSTER COVID-19 CASES MONTHLY TOTALS

\*Cases derived from MA Dept. Public Health MAVEN COVID-19 Database



The universal methods of protecting yourself against this and similar diseases during susceptible times of the year (holidays, winter months) are:

- Avoid large crowds and gatherings indoors
- Restrict contact to only those individuals within your family household
- Wear face masks outside of your home that effectively cover your nose and mouth to prevent the spread of infected droplets
- Maintain a minimum of 6' between yourself and non-family members
- Get vaccinated

### Health Department Response to COVID-19

The COVID-19 Pandemic is now in its third year of existence and has become a routine part of our daily lives. Although still categorized as a pandemic on the worldwide front, our community has moved back into a lifestyle with very limited COVID restrictions. Health Department staff, continued to act as the primary resource and the conduit for disseminating information about the virus. The Health Department will continue to respond to the pandemic as it moves through its next phases, including community messaging of up-to-date data, continued guidance to our residents, schools, and businesses, and the facilitation of ongoing vaccination and testing resources across our community as COVID becomes endemic in our population. Most importantly, the Health Department will strive to incorporate lessons learned over the last three years regarding the successes and challenges of dealing with COVID to protect our residents against future variants and other diseases.

Additional Highlights of our general Health Department activities during the 2022 year include:

- Review with Board of Health the following new and revised local Board of Health Regulations: Nitrogen Loading Regulation, Bedroom Definition for the Purpose of Sizing a Septic System. The regulations were adopted in 2022.
- Flu and COVID Clinics:
  - o Annual Flu and COVID Drive-Thru Clinic for the general public on October 13, 2022, cosponsored by Cape Cod Healthcare Pharmacy at Our Lady of the Cape Church with a total of 181 immunizations administered to 147 participants. Assistant Health Director Sherrie McCullough coordinated the clinic in conjunction with our mandated local Emergency Dispensing Drill to meet the yearly deliverables required for our local emergency response planning. The following Brewster Departments and local agencies were instrumental in the success of the clinic: Fire Department, Police Department, Council on Aging, Highway/DPW, Town Administrator's Office, Barnstable County Health Department, BOCH CERT Team, Building and Maintenance.
  - o Health Department staff, in collaboration with the Visiting Nurses Association, provided flu and COVID vaccinations to Brewster Homebound residents: Total vaccinated individuals: 55.
  - o Brewster Town Staff and Families Flu Clinic on October 5, 2022, cosponsored by the Brewster Fire Department and the Visiting Nurses Association, and conducted in an open bay of the Fire Department Garage to meet COVID-19 protocols. Total vaccinations: 114.
- COVID Home Test Kit Distribution:
  - o Health Department staff, in conjunction with the Town Administration, Fire Department, Police Department, Building and Maintenance, Golf Department, and DPW, sponsored a Drive-Thru Test Kit Distribution Clinic on March 5, 2022. A total of 700 test kits (1,400 tests) were distributed for free to our residents through the purchase of kits with ARPA funds.
  - o Through additional test kits acquired from MA Department of Public Health free of charge, the Health Department has provided over 10,000 tests to our residents with the help of the Brewster Ladies Library, Council on Aging, and Town Hall distribution locations during regular business hours.
- Posted Cyanobacteria Warning Advisories at Walkers Pond, Lower Mill Pond, Cliff Pond, and Schoolhouse Pond at various times in June - October 2022 in conjunction with Brewster Natural Resources, MA Dep. of Conservation and Recreation, and the Brewster Ponds Coalition as a result of the ongoing testing program for blue green algae in numerous Brewster ponds.
- Health Director Amy von Hone and Board of Health Members Penny Holeman and Kim Crocker Pearson represented a Brewster Health Department table at the Council on Aging Wellness Fair in May 2022 featuring "Staying Healthy – Tips and Resources in and around Brewster".
- Health Director Amy von Hone and Board of Health Members Penny Holeman and Annette Graczewski represented a Brewster Health Department table at Brewster Conservation Day in Drummer Boy Park in July 2022 featuring "Flush – Where Does It Go?" We were joined by Barnstable County Health Nurse Rita Mitchell, RN who provided student activities on Ticks and outdoor UV protection.
- Senior Department Assistant Tammi Mason took the lead in the development and launch of the new online permitting program now available for most Health-related permits. Additionally, Ms. Mason is our first point of contact for all aspects of our department on a daily basis, including but not limited to direct customer service for property file inquiries, permit triage and processing, complaints, research, Board of Health administrative support, and general inquiries.

- Assistant Health Director Sherrie McCullough continues to cover the day-to-day inspections, complaints, and review of numerous applications on an ongoing basis. Additionally, Ms. McCullough assisted in the establishment of our new Ad-Hoc Community Outreach Task Force to address the rise in rental/housing/hoarding/code

violations on private properties in Town. This committee, led by Ms. McCullough, is comprised of staff representatives from Fire, Police, Council on Aging, Building, and Housing, and meets on a quarterly basis to discuss the status of active cases and evaluate the progress of short- and long-term resolutions.

## INSPECTIONS PERFORMED

Barns.....	65
Camps, Trailer Parks, Mobile Homes, Motels.....	9
Food Establishments.....	339
Housing.....	39
Percolation Tests, Soil Tests.....	111
Sewage Disposal.....	344
Swimming Pools.....	79
Tanning Establishments.....	2
Temporary Food Establishments.....	64
Complaints Investigated.....	180
Review of Subsurface Disposal System Inspection Reports.....	307
Review of Subsurface Disposal System Engineered Plans.....	465
Review of Building Permits.....	160
Review of new Food Establishment applications.....	2

## REPORTABLE COMMUNICABLE DISEASES

Under the authority of 105 CMR 300.100, communicable diseases are required to be reported by household members, physicians and laboratories to the Board of Health. The following diseases have been reported to the Board of Health:

	Suspect	Confirmed
Babesiosis.....	0	6
Calicivirus/Norovirus.....	0	1
Campylobacter.....	0	4
Covid-19.....	-	1025
Group A Streptococcus.....	0	2
Group B Streptococcus.....	0	1
Hepatitis C.....	0	1
Human Granulocytic Anaplasmosis.....	0	3
Influenza.....	0	2
Legionellosis.....	0	1
Salmonellosis.....	0	2

## COMMUNITY SERVICES

The Health Department sponsors programs such as child and adult immunization clinics, senior home visits, senior wellness seminars, maternal child health visits, and communicable disease monitoring, with the assistance of the Visiting Nurse Association of Cape Cod. Referrals through the

Council on Aging totaled 48.75 hours of VNA services. The Health Department recognizes the importance of this collaboration with the above entities in order to service an often-overlooked population in our community not captured by our current healthcare system. Sponsorship of these services by the Health Department helps bridge the gap not covered by insurance programs and would

otherwise be out-of-pocket expenses to our residents.

From January 1 – November 31, 2022, the VNA of Cape Cod spent 124.25 hours working on COVID contact tracing in the Town of Brewster. These hours included offering guidance to positive cases,

and close contacts. The hours also include time spent communicating between local businesses, schools, physicians, and the Massachusetts Department of Public Health. Per MA DPH and CDC guidance, contact tracing was suspended as of December 2022 and positive COVID cases are no longer being tracked locally.

**LICENSES AND PERMITS**

The following licenses and permits were issued during January 1, 2022 – December 31, 2022:

	No. Permits	Total Fees
Barn	55	\$ 1283.00
Burial	77	\$ 385.00
Disposal Works Construction Permits	144	\$ 9421.00
Disposal Works Installer	66	\$ 6160.00
Food Service	89	\$ 10815.00
Private Well Installation	14	\$ 840.00
Recreational Camps, Motels, Campgrounds & Mobile Homes	8	\$ 400.00
Remove, Transport & Dispose of Garbage	10	\$ 1100.00
Septage Haulers	25	\$ 4290.00
Swimming Pools & Spas	31	\$ 3410.00
Tanning facilities	1	\$ 110.00
Tobacco Sales Permits	7	\$ 770.00
Variances	12	\$ 900.00

Fees Collected by the Health Department

Soil & Percolation Tests.....	\$ 6,800.00
Miscellaneous (Copies, Reports, Maps, Late Fees) .....	\$ 4,800.00
 Total turned in to the Treasurer’s Office	 \$53,461.50

**COMMITTEES AND PROFESSIONAL TRAINING**

To insure public health standards are maintained and are a part of the planning process throughout Town, the Health Director and Assistant Health Director regularly attend and are active participants on numerous committees such as the Brewster Water Quality Review Committee, Pleasant Bay Alliance, the Local Emergency Planning Committee, Cape & Islands Health Agents Coalition, Staff Review, the Cape Cod Regional Tobacco Control Program, the Cape Cod Rabies Task Force and the Cape Cod Hoarding Task Force. Additionally, we regularly attend training seminars sponsored by the Massachusetts Department of Public Health, Massachusetts Environmental Health Association, the Massachusetts Health Officers Association, and Massachusetts Department of Environmental Protection, among others, to maintain our professional certifications (Registered

Sanitarian, Certified Health Officer, Certified Soil Evaluator, Certified System Inspector, Serv-Safe Certification) which require mandatory professional development for continuing education credits. These trainings provide an outlet for collaboration and an exchange of ideas with fellow health agents and public health officials and keep us abreast of emerging health concerns to better protect and serve our community. Assistant Health Director Sherrie McCullough continues to be an active member of our Brewster-Orleans-Chatham-Harwich Community Emergency Response Team (BOCH CERT) which was instrumental in the successful operation of the numerous COVID-19 vaccination clinics conducted by the Barnstable County Health Nurses. The Health Department looks forward to working with this dedicated group of volunteers during special Town events and is fortunate to have another layer of trained emergency personnel during times of unforeseen emergencies.



I would like to acknowledge the services of the Barnstable County Department of Health and Environment whose staff continues to provide technical expertise and extensive laboratory analyses at significant cost savings to the Town. In addition, they provided supplemental inspection

services for the summer of 2022. I extend a special thanks to the Board of Health, in particular Joe Ford and Jeanne Kampas who served a combined total of seven plus years on the Board before finishing their terms. I wish to congratulate David Bennett and Casey Chatelain who are our newest members and who bring a wealth of knowledge and experience to our Board. I also wish to thank my Assistant, Sherrie McCullough, RS; Tammi Mason, Senior Department Assistant; all other Town Departments, Select Board Member Mary Chaffee (Board of Health Liaison), our contacts Meg Payne, MBA, Public Health and Wellness Manager and Lauren Forziati, RN, Public Health Nurse at the Visiting Nurse Association of Cape Cod, for all of their assistance, our Brewster Elementary School nurses Colleen Lawless, RN and Melissa Miller, RN, Nauset Regional Schools Nurse Supervisor Mary Ellen Reed, RN, and the Cape Cod Medical Reserve Corps.

Lastly, I wish to thank my fellow Department Heads, Town Administration, the Select Board, and the Brewster community for their support of our department and I look forward to many productive years of serving the public health needs of the community.

Respectfully Submitted,  
Amy L. von Hone, RS, CHO  
Health Director



# REPORT OF THE INSPECTOR OF ANIMALS







I would like to extend a special thanks to Lynda Brogden Burns, Animal Control Officer and the Brewster Police Department for their continued support.

Respectfully submitted,

Sherrie McCullough, Animal Inspector of Barns

To the Board of Health and the Citizens of Brewster:

As the appointed Animal Inspector of Barns, it is my responsibility to conduct the Annual Animal Census for the Massachusetts Department of Agricultural Resources. I had the pleasure of visiting the 50 permitted locations in Town where animals are kept tallying the numbers and types of domestic animals and to observe the animal's environment and general well being. This information is critical to pinpointing locations of animals on computer-generated maps of towns and counties to assist in planning any disease control or natural disaster response. The Animal Census conducted this Fall revealed the following:



# REPORT OF THE COUNCIL ON AGING

The COA's mission is to support and advocate for older adults and their families by providing programs, services, and resources that promote independent living and quality of life. The vision is a society where "All Ages Matter," and where successful aging across the lifespan is measured by purposeful living, personal well-being, respect and caring for others, life-long learning and opportunities for social and civic engagement, supported by local and regional planning partnerships that recognize and support the unique gifts and needs of each generation. The COA and its mission is increasingly important to Brewster as the population ages at a steady rate. The 2020 US Census projected that the proportion of residents age 65+ would increase from 42% to 53% in 2030. According to the 2022 annual Town census, that proportion was 43% and residents age 60+ accounted for 53% of the population. Importantly, residents age 80+, who likely need enhanced services, account for 11% of Brewster's population. All projections indicate that this number will increase substantially over time.



Janette Caley's 102<sup>nd</sup> Birthday Party

Following the COVID-related closure, the Center gradually re-opened, progressing to 5 days in late 2021. Starting first with individual appointments

and small group activities followed by regular programming in late 2021. Physical activity programs also continued to be offered on Zoom, Vimeo, and on Brewster Channel 18 or Channel 99 as well as in outdoor venues. The Staff and Board continued to develop a wide range of programs that would be of interest to Brewster's diverse population of older residents. Program presenters were drawn from Brewster and across the Cape, Elder Services of Cape Cod and the Islands, and several state agencies. Consistent with the COA 5 Year Age-Friendly Action Plan, programs were offered in physical fitness, health and wellness, housing options and home modifications, public safety, adult education, and local and Cape-wide services. Online presentations offered by other Cape COAs were made available through COAST (Councils on Aging Serving Together). Transportation for medical appointments and grocery shopping also resumed. In May, the Ice Cream Social once again proved a very popular Brewster in Bloom event.

During Older Americans Month in May, the COA took the lead to collaborate with other Town Departments and community organizations to offer Brewster's first Health and Wellness Fair for residents of all ages. Information and interactive displays were offered on fire safety and prevention, exercise programs, dental health, family caregiving, mental health services, nutrition, and dementia/Alzheimer's disease. The event was well received by approximately 100 persons.

Throughout the year the staff continued to provide critical services, especially for Brewster's very old and/or frail residents. This included home-delivered meals, outreach services and wellness checks on homebound elders. Through Elder Services of Cape Cod and the Islands, over 8,800 home-delivered meals were provided to more than 90 persons. Our two Outreach Coordinators worked skillfully and productively to connect older residents and their families with needed assistance through local, Cape-wide, state and federal services and programs. This can include services that are needed long-term as well as on an urgent or emergency basis. Outreach counseling was provided by telephone and resumed in-person to over 750 individuals. This included health insurance reviews for S.H.I.N.E. (Serving Health Insurance Needs of the Elderly). In 2022, these counseling reviews and recommendations by telephone or virtual appointments, resulted in substantial savings



for 255 older residents. The Senior Tax Work-Off Program matched 19 volunteers with municipal volunteer opportunities in exchange for a reduction in their real estate tax bill.

With the COVID pandemic in a second year, the COA Staff continued collaboration with Brewster's Department of Health to promote and facilitate initial vaccinations and boosters for the town's older residents. Staff assisted the Health Department with the annual drive-through flu and COVID vaccination clinic for over a hundred people. Staff also worked with the Outer Cape Health Services to vaccinate 55 homebound residents. Over 300 rides to medical appointments were provided to more than 50 people throughout the year.

Food insecurity (defined as a struggle to find/access, pay for, prepare or consume a nutritious, balanced diet) increased during the pandemic. Weather emergencies further demonstrated the need of older residents for help with getting and preparing food and picking up prescriptions. In response to a serious weather emergency that resulted in an extended power outage, the COA delivers self-ready food to residents in Brewster's senior housing facilities. At Thanksgiving, turkey pot pie dinners were distributed to 100 residents. Senior dining resumed in May, and attendance increased at a steady rate. In collaboration with the Harwich Family Pantry, the Healthy Meals in Motion Program continued monthly, providing fresh produce, groceries and paper products. The COA distributed about 4000 bags of groceries to approximately 55 clients/families.

The COA Board recognizes the importance of collaboration with other Town departments. To accomplish this objective as part of the COA's 5-year Action Plan, COA Board members served as members of the Board of Health and the Vision Planning Committee, as well as liaisons to the Recreation Commission, the Housing Partnership, and the Bay Property Planning Committee. The COA Director is a board member for the Wells Court Committee, All Citizen's Access Committee and COVID-19 Relief Fund Committee.

The COA is fortunate to have had 71 volunteers who provided 2,658 hours of service to complement the work of staff. These volunteers assist with computer classes, legal help, food distribution, home delivered meals, medical appointment transportation, and the monthly COA newsletter.

The COA is most grateful for the continued financial support given by the Friends of Brewster Elders. This organization supports many of our programs. Every year, they donate to the Meals on Wheels Program offered by Elder Services of Cape Cod and the Islands to ensure that no older person will go without a meal. The Friends also manage the Sea Captains Thrift Shop at 66 Harwich Road. Your support of the Thrift Shop provides aid to some programs which otherwise could not be funded through the Town budget.

We work to improve our communication about upcoming programs, events and services. The monthly *Bayside Chatter* newsletter is mailed on request and is also available on the Town website. Programs and events are also announced on the Town website's home page and on our flyers posted around town.

Respectfully submitted,  
Andrea Nevins, Co-Chair  
Sharon Tennstedt, Co-Chair  
Jay Green  
Penny Holeman  
Steve Holmes  
Janet Stolzer (through April 2022)  
Laura Usher  
Denise Rego, Director





# **CULTURE & RECREATION**

# REPORT OF THE GOLF DEPARTMENT

As has been true for the past two years, one of the primary questions heading into 2022 was whether the number of rounds played would return to pre-pandemic levels, or if full tee sheets every day from April 1<sup>st</sup> to Thanksgiving would remain the “new normal.” Although the number of rounds played did decline slightly from 2021 – from just over 93K in ‘21 to nearly 90K in ‘22 – anecdotal evidence suggests this may have been a result of the summer season’s scorching weather and prolonged drought rather than a lessening of interest in the sport.

According to an article on Golfweek.com, weather appeared to be the deciding factor in driving levels of play at courses across the country, with courses in locations with favorable weather seeing an uptick in play, and those with extreme weather conditions experiencing minor slowdowns. “The dip in rounds played, at least in part, might be because of winter weather that stretched well into spring in many areas followed by incredible heat waves and storms through much of the summer,” the article explained.

Even with the number of rounds played down slightly, play in 2022 did surpass that of 2020, which was approximately 85K rounds.

The total number of memberships saw a slight decline in 2022. Most of the decrease was in the number of non-resident members, with just a minor dip in the number of resident members. The decrease in non-resident members was a direct result of action taken by the Golf Commission to place a moratorium on new non-resident members. The result was greater member satisfaction and less complaints regarding access to desirable tee times.

The Captains Golf Course financial outlook continued to strengthen in 2022. At Annual Town Meeting in May, town residents voted to convert the Golf Department to an enterprise fund structure, an accounting arrangement that separates Golf’s revenues and expenses from the Town of Brewster’s, ensuring the department’s ability to be an entirely self-sustaining entity.

The implementation of long-delayed capital improvements to the courses has begun in earnest. These improvements will not only enhance the experience of member and daily-fee golfers, but also align the mission of the courses with those of the Town of Brewster’s Vision Plan, an expression of community preferences for the town’s social, physical, and economic evolution.

## Capital Projects Completed in 2022:

- IT upgrades for pro shop and course-management staff
- New carpeting throughout the dining area, bar, and adjoining hallway, as well as the event pavilion
- Roof and ceiling repairs

## Capital Projects in Process:

- Maintenance equipment replacement
- Cart path improvements throughout both golf courses
- Enhancements to first tees starting area to improve golfers’ initial impressions of a topnotch facility, including reconfiguration of cart paths at the starter shack
- Replacement HVAC system installation this winter for the restaurant and common areas with a target date of operation set for the spring of 2023, before the golfing season commences in April
- Tee box renovations including new forward tees

Sink holes throughout both courses continue to be remediated through the efforts of Course Superintendent Colin Walsh and his topflight crew of dedicated workers, both seasonal and year-round.

The Captains Golf Course operates at the forefront of environmental best practices and continues to explore and implement cutting-edge improvements that will further ongoing efforts.

Our nitrogen mitigation operations are state-of-the-art in golf course management and managed in concert with Horsley-Whitten environmental consultants. Ongoing reduction of the size of fairways, location of teeing areas, and changes to the maintenance and fertilization programs are proving to be extremely effective in our “greening” of the courses.

Additionally, the solar panel arrays at both the driving range and course parking lots are now fully operational, with the more than \$94K in revenue generated by the panels helping to fund a part-time energy manager position that serves the entire town. The canopies also provide protected year-round parking for golfers, as well as for Town DPW and

power grid crews during challenging weather events.

In 2022, we bid adieu to Steve Knowles, retiring after 20 years of service at The Captains as head golf professional. We also welcomed several new hires, including Golf Professional Keith Gagnon, Senior Department Assistant Jon Mohan, and Lou Moreno as our full-time facilities manager. These positions provide crucial support to the operation of the town’s two championship-quality golf courses that are open year-round.

The Captains continues to attract notable competitive tournaments, as well as assisting with community fundraising efforts. This year’s events included:

- New England PGA Jr. Tour Series
- US Senior Amateur Qualifier
- New England Intercollegiate Golf Association
- The Annual Turkey Shoot to benefit the Family Pantry of Cape Cod
- More than 20 charity events supporting many local causes

Freemans Grill continues to prove itself to be the top-quality restaurant and gathering spot the courses needed. Member feedback on the food and service is fantastic, and the restaurant has become a destination for non-golfing residents and Cape visitors. Renovations completed to the dining and bar area prior to the 2022 season created an even

more vibrant, welcoming atmosphere for golfers and the local community.

We continue to maintain an active marketing plan, reaching members and the public on a near-daily basis with an active social media presence. New in 2022 were instructional videos with PGA Pro Pat Fannon offering quick tips to better one’s game that proved especially popular. Rob Duca, a well-known former *Cape Cod Times* sportswriter, provides monthly blog posts with further instruction which are posted to our website and emailed via a newsletter to our thousands of subscribers.

Additional marketing efforts include Google banner ads, which provided 3.4M brand impressions in 2022 at a cost of \$3,129. Full-page print ads in *Chatham Living* and *Golf Digest* further our message and brand awareness, and web traffic remains robust, with 93,089 visitors last year with a total of 183,987 sessions and 444,461 page views.



**Below are some statistics for the period from January 1, 2022, through December 31, 2022:**

**Annual-Fee Passholders:**

Resident Passholders	753
Non-Resident Passholders	383
Junior Passholders	19
<b>Total Passholders</b>	<b>1,155</b>

**Rounds Played:**

Annual-Fee Passholders	46,543
Daily-Fee Players	43,213
<b>Total Rounds Played</b>	<b>89,756</b>



**Below is a recap of The Captains Golf Course's financial performance for FY 2022:**

**Revenues:**

Annual-Fee Passes	\$1,366,506
Daily Green Fees	\$2,098,792
Cart Rentals	\$788,964
Driving Range	\$173,763
Pro Shop Sales	\$298,641
Miscellaneous	\$32,896
Solar Revenue	\$72,517

Restaurant Rent	\$25,000
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<b>Total Revenues</b>	<b>\$4,857,079</b>
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**Expenses:**

Wages	\$1,442,379
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Fringe Benefits	\$754,607
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Operating Expenses	\$910,266
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Pro Shop Purchases	\$169,753
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<b>Total Expenses</b>	<b>\$3,277,005</b>
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<b>Gross Profit</b>	<b>\$1,580,074</b>
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Capital Improvements	\$123,954
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<b>Operating Profit</b>	<b>\$1,456,120</b>
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# REPORT OF THE RECREATION DEPARTMENT

The Brewster Recreation Department is committed to enhancing the quality of life for all Brewster Residents and visitors by utilizing the Town's many beautiful parks, beaches and facilities to provide the best quality recreational activities that challenge the body and spirit across all generations. The purpose of the Recreation Department is to meet the diverse recreational, cultural, athletic and leisure-time pursuits of the residents of Brewster with a broad-based comprehensive program. Recreational programs are organized to encourage participation and enjoyment and will be held at safe and well-equipped facilities on a year-round basis.



As we transitioned out of the pandemic the Recreation Department was mostly back to its normal programming and pre-covid participation levels. Although all restrictions were lifted, the department remained cautious as they began to re-open completely. An emphasis continued to be on outdoor activities. We learned a valuable lesson during the pandemic, and that is that nothing replaces fresh air and exercise with friends and family. The department struggled to get through the winter programs like basketball, floor hockey and dodgeball due to a surge in covid. Everyone was happy to get outside in the spring. After roughly 25 years the Bassett family decided that it was time to take a break from our spring soccer program, and Challenger Sports took over right where they left off. The participation level was fantastic, and kids of all

ages had a great time learning about the game. Other programs like trail hikes, archery and ultimate frisbee continued to be popular options for the kids as well. The senior tennis group had over 50 participants again and the pickleball program is the department's fastest growing program. They had 140 members this year! This group played outside all year long, even in some less than desirable conditions. The annual 5K Bloom Run was back to a live format in 2022. There were more than 200 runners that got to enjoy the beautiful weather that day. The spring is always a time to reach out to returning summer staff, as well as recruiting new staff members. 2022 was no different, and we were also tasked with hiring seasonal staff for our new beach. We hired 6 gate attendants for First Light Beach, as well as roughly 35 others for our summer playground program, sailing, tennis and lifeguards. Once again, the summer staff was fantastic, and everyone enjoyed a summer filled with all sorts of activities. The youth tennis program was full, as were swim lessons at Long Pond. The kids also enjoyed the sailing/SUP program at Upper Mill Pond. The beaches were as busy as they have ever been, and the Town would like to thank our lifeguards at Long Pond for keeping the swimmers safe. We also brought back our film academy and introduced a new mountain biking program in Nickerson State Park. Summer also brought the departure of the assistant director, Steve Headley. Fall programs like youth soccer and after school programs like flag football, outdoor club, run club and golf were run with no problems. We also welcomed Andy Havens to our staff in the fall and he created two brand new after school offerings.



In 2023, the Recreation Department is hoping to continue to refine the aspects of the existing programs and events, always looking for new ideas and opportunities to shape the experiences of Brewster residents and visitors alike. Staff will continue to offer traditional programs such as soccer, basketball, baseball/softball, and more unique programs like brain games, mountain biking, science programs, outdoor club, pickleball, film making and archery. In an effort to have programs for all community members, they also hope to continue working with other departments, like the Council On Aging, the Library, the Police Department, the Bike Ways Committee, the United States Tennis Association and others.

Over the past fourteen years, the Recreation Department has donated approximately \$60,000 to the Holiday for Hope program with the Homeless Prevention Counsel. This year was no different. Because of gathering restrictions in 2021, the Recreation Department was not able to run our Breakfast with Santa event at full capacity. However, 2022 they were able to partner with Ocean Edge again. The event was held at normal capacity (200 people), and everyone had a great time. The Recreation Department also sponsored an art event at the Arts Center with the Cultural Council to celebrate Brewster for the Holidays. Each year the Recreation Department sponsors the Brewster in Bloom Run 5K, with proceeds benefitting our Bob Redd Memorial Outstanding Youth of the Year Scholarship. This scholarship is awarded to Brewster high school seniors who have demonstrated service to our community and high character. Now that the race is live and at full capacity, we are hoping to build up the funding again so we can continue to provide the scholarship to two high school seniors. Since 2009, the department has given \$44,000 in scholarships toward students' higher education.

Other annual events include an Easter egg hunt at Ocean Edge Resort, Brewster Bikefest and various onetime events on the old Sea Camps properties. In 2022 the Recreation Department sponsored events such as movie nights, a touch-a-truck, a band concert, boy scout outings, and a soccer jamboree.

With help from our Public Works Department, "phase one" of the ADA project at Freemans Way is almost done. The hope is to re-start in the spring

and then move on to "phase two" as time allows. The two Little League fields underwent some infield renovations in the summer and we had a consultant do an analysis on the irrigation system at the Freemans Way fields. The Recreation Director will be evaluating the cost and scope of work for a needs assessment as we tie that into the Master Plan for the bay and pond properties to determine if we transition into a "Parks & Recreation" department moving forward. The Recreation staff is looking forward to many exciting opportunities with the purchase of the Cape Cod Sea Camps properties and are excited to help start the Master Planning process.



The web site, [www.brewsterrecreation.com](http://www.brewsterrecreation.com) is regularly updated and provides information for all programming and events. Registrations are accepted online through the website as well as completed in the office. The web site is also used as a means of communication for program information, department updates and weather cancellations. Also, be sure to follow Brewster Recreation on Facebook and Instagram.

#### Recreation Commission Members

Roland Bassett, Chair  
Tom Wingard, Vice-Chair  
Allen Ryone, Member  
Marie Enochty, Secretary  
Brandon Rice, Member

# REPORT OF THE LADIES LIBRARY

As we charge into the next fiscal year it seems hard to imagine how swiftly another year has flown by. The past year ushered in a number of welcome changes. There is now a gradual re-opening of our meeting spaces and Children & Adult programs are reemerging and transitioning from Zoom to a hybrid combination of online, outdoor, and indoor activities. Our patron visits rose from 9,766 to 47,256 in 2021. There was a return to the successful Book Sale in July and an increase in membership to begin the BLLA budget cycle on a positive note. It's been wonderful to be able to welcome back patrons to our library; for many reasons it had been much too long.



There were a multitude of retirements, three and a remaining open position that were filled. How fortunate we are to have hired some extremely talented staff members and are hopeful that we will fill the one remaining vacancy shortly. With the Board's approval of an additional funding assistance from our MBLC state grants in aid funds we now able to increase all 3 part time positions (27 hours) in reference, children's and circulation assistants to full time 35 hour positions. This definitely served to increase the pool of applicants interested in full time employment. The Brewster Ladies' Library Association approved the library's Strategic Plan Revisions for FY22-26 on June 17, 2021. This document continues to serve as a road map to our future; with periodic reviews to be conducted. A few of the plan's highlights were joining the Digital Commonwealth. This is the start of digitizing, storing and online sharing of our vast, rich historic collections. Adult programs have gotten restarted with a flurry of activities and many patrons

participating in a board range of interests. In coordination with the BLLA's launch of the new Discovery & Enrichment Program we are able to present a broad spectrum of topics of interest.

We were fortunate to receive a number of grants this fiscal year in addition to our town and association budgets. The Eddy Foundation awarded a grant of \$10,000 for refurbishing and improvements to the historic rooms. Our state grant in aid from the MBLC was increased to \$16,773 this year. We also received a small libraries grant from the MBLC for \$2,500.00 which helps to offset the costs of our CLAMS membership.

In a surprise announcement, the state accelerated funding for all remaining wait listed library construction projects, including Brewster. Unfortunately, with the cost of construction increasing to such a great degree, the \$4.6M in grant funding left the Town with a funding gap for this important project. After considerable deliberation, the Select Board decided not to advance the renovation project as originally proposed. The Town plans to identify key facility investments and develop an updated, phased plan to address improvements to the library's facility to best meet our patrons' needs.



Thanks to the Brewster Ladies' Library Association sponsorship and in collaboration with the Brewster schools we were able to give away more than 390 books which totaled \$ 4974 purchased at local Brewster Book Store. Free books are provided to all participants of the summer lunch program. We will be continuing to make this delightful book giveaway program an



annual event. We also distributed more than 2820 books through the very popular & soon to be expanding Little Free Libraries. They are ambassadors for our library association and can be found on the beaches and campgrounds in Brewster.

Our social media accounts and newsletter continue to grow in popularity and reach more & more people each month. More than 3,300 people now subscribe to the monthly newsletter, and we have an open rate that averages around 54% which is considered extraordinary.

Once again I am reminded how fortunate we are here in Brewster to have the support of both the

town & association as well as a mighty dedicated staff and many volunteers that strive to excel. “Libraries are emerging from the pandemic stronger, more resilient and more pivotal than ever before,” says Yotam Kramer, director of product marketing for ILS system, Ex Libris. “Now, they must continue to demonstrate their value and prove how essential they are to the communities they serve.” This standard of excellence is a long tradition here at the Brewster Ladies’ Library.

Submitted By,

Cindy St. Amour  
Brewster Ladies’ Library Director





# EDUCATION

STONY BROOK ELEMENTARY

# REPORT OF CAPE COD REGIONAL TECHNICAL HIGH SCHOOL

Cape Cod Regional Technical High School was established in 1973 as a public technical high school. Cape Cod Tech students meet the same academic standards required by the state as our sending schools while also meeting certification standards of their technical training.

**District Towns:** Barnstable, Brewster, Chatham, Dennis, Eastham, Harwich, Mashpee, Orleans, Provincetown, Truro, Wellfleet, Yarmouth

**Mission Statement:** Cape Cod Regional Technical High School will provide an opportunity to acquire high quality technical, academic, and social skills preparing our students for success in our changing world.

**Enrollment:** For school year 2021-2022, the enrollment on October 1 was **654** students.

**Budget:** For school year 2021-22 (FY22) there was a Total Operating Budget of **\$15,812,000**, a 1.99% increase over FY21. To view: <https://www.capetech.us/about/departments/business-office>

**News from Superintendent Sanborn:** The school year brought excitement about a regular school year. Cape Cod Tech's 2022 school year returned a bit of "normalcy" to our operations as your regional technical high school to the delight of students and staff. Phase two of our school building project continues with the restoration of our track and outfitting our fields with lights and a concession stand. This second phase should be complete by December 2022. The return to normalcy also benefited our Cape Cod Tech Foundation in its third year as a 501(c)-3 non-profit organization dedicated to assisting our students and programs. Cape Cod Tech wants to thank members of the community who donated to our foundation or to the school directly in support of student scholarships and toolships. The district is exploring an Inter-municipal agreement with the Town of Harwich to lease a farm for future technical programming. Finally, we not only view our facility as a school but as a community resource providing services to towns and community members, offering afternoon and evening workforce training, and hosting events for town and local organizations. Thank you, again for all your support.

**Town of Brewster:** Brewster had 58 students enrolled at Cape Cod Tech as of October 1, 2021. The assessment for Brewster for FY22 was \$825,363, based on 41 students on October 1, 2020. Assessments are based on the previous year's enrollment.

## **Highlights from Cape Cod Tech 2021-22 School Year**

- Graduated 126 seniors: 8 from Brewster.
- Enrolled 178 freshman: 23 from Brewster.
- The student newspaper *Tech Talk* and the individual student contributors won numerous prestigious awards this year, including: 19 awards from the New England Scholastic Press Association; 10 from the Youth Journalism International; "Honorable Mention in Editorial Writing" from Suffolk University's Boston High School Newspaper competition; an Outstanding Artist award to one student from the American Scholastic Press (one of three such awards in the USA) and first Place Award to *Tech Talk* art publication, *The Collection*.
- Through the generosity of Cape Cod community organizations, charities and family memorials, Cape Cod Tech presented \$42,050 in toolships and \$183,750 in scholarships to the graduating class of 2022 for a total of \$225,800.
- Twenty-four (24) students received John and Abigail Adams Scholarships; 2 from Brewster. MCAS tests were made optional by the state, for this class during their 11<sup>th</sup> grade, due to COVID in 2020.
- SkillsUSA, a national student organization, is a huge part of the Cape Cod Tech experience, combining technical, academic and employability skills. This year Cape Cod Tech students participating in the three SkillsUSA competitions, won nineteen (19) District Competition medals, eight (8) State Competition medals and seven (7) students attended the National competitions as voting delegates. Cape Cod Tech SkillsUSA Advisor Peggy Reilly-O'Brien was recognized as the Massachusetts Advisor of the Year.
- Sixteen (16) students participated this year in the Future Farmers of America (FFA), a national career and technical student organization of middle and high school classes that promote and support agricultural education. Our students won thirteen (13) awards in

competitions.

- The Cooperative Education (Co-Op) program placed a total of 106 junior and senior students to work with local businesses specific to the student's trade, thus enhancing their training.
- Athletics teams included: football, volleyball, girls and boys soccer, cross-country, golf, ice hockey, boys and girls basketball, cheerleading, baseball, girls and boys lacrosse, girls softball, spring track and tennis.

### **Technical Highlights from 2021-22**

- The Auto Collision program had 100% of its 12<sup>th</sup> grade students graduate with three students securing postgraduate employment with local businesses. They had a full incoming 9<sup>th</sup> grade class as well. They completed projects for local town, fire and police departments.
- The Auto Technology program implemented job shadowing for 11<sup>th</sup> graders and secured a grant to add electric vehicle training into their curriculum. One highlight of their year was organizing a weekend car show with over 100 cars on display and hundreds of visitors.
- The Carpentry Department had thirteen (13) students participate in the Co-Op program this year. Carpentry students have been improving math skills by experiencing how math used in their trade. All 10<sup>th</sup>, 11<sup>th</sup>, 12<sup>th</sup> graders passed OSHA 10 training.
- The Cosmetology program had 16 students participate in Skills USA their highest ever. Their salon shadowing program introduces students to community salons. Fourteen 9<sup>th</sup> grade students chose Cosmetology as their first choice after exploring all shop programs.
- Culinary Arts kept up their successful shop enrollment with 16 freshmen. All 56 culinary students passed Serv Safe certification. The Cove Restaurant began a partial opening to the public but students were kept quite busy preparing and serving events within the school.
- The Dental Assisting program expanded from a 2-year to a 4-year program with an additional full-time instructor. Students learned Dentrix software; created an online mock board test; and had an opportunity to attend clinical rotations at Cape Cod Community College.
- The Design & Visual Communications (DVC) students are learning on state of the art equipment. They've helped design logos and package design for local businesses and helped to prepare publicity materials for school administration to attract prospective students.
- The Electrical Department enjoyed tying for 1st choice shop among freshman and had a 95%

shop attendance record by their students. The shop performed work with Habitat for Humanity, Dream Day on Cape, and the Family Table Collaborative this year.

- Engineering Technology expanded the drone curriculum for a second year, adding equipment, new drone software and student projects. This shop interfaced with both Carpentry and IT shops regarding Computer Integrated Manufacturing (CIM) projects.
- Health Technologies reconnected with community programs as COVID restrictions relaxed, enabling students to gain necessary clinical hours for their training. Their top senior was accepted to 8 nursing or pre-med programs and was offered a \$100,000 scholarship.
- The Horticulture program had the highest number of students participate in the Co-operative Education program than ever before, and took in 15 students to their 9<sup>th</sup> grade class. One teacher became certified to train students for their hoisting license.
- HVAC students achieve multiple industry certifications throughout their four years. They were deeply involved in SkillsUSA, winning numerous medals. An HVAC senior was Class of 2022 valedictorian and named Outstanding Vocational Student.
- The Information Technology Program expanded their curriculum to add an IT fundamentals class for 9<sup>th</sup> grade and two additional certifications for 12<sup>th</sup> grade. They had 14 students participate in SkillsUSA and brought home two gold medals.
- Marine Services offers the American Boat and Yacht Council curriculum of current marine industry standards. Three graduating seniors enrolled at Maine Maritime Academy, three secured full time employment with local marine industry, and two enrolled at CCCC.
- The Plumbing Shop succeeded in placing all seniors into Co-Operative Education placements this year with local industries, as well as three juniors. All juniors and seniors earned OSHA 10 certificates, and one student became a State Officer for SkillsUSA.

### **Academic Highlights from 2021-22**

- Business Education/21<sup>st</sup> Century Learning offered the Credit for Life event sponsored by Cape Cod 5 to teach students budgeting and personal finance. Students also participated in a nationwide game, The Stock Market Game, that teaches economics, investing and finances.
- The Art Department collaborated with DVC and Culinary in providing a student art show that raised \$1,000 in toolships. Art classes were

uniquely tailored this year to encourage student confidence in their art skills.

- Health and Wellness classes offered mindfulness, attention, yoga and completed community service projects. A guest speaker from Gosnold was well-received while discussing substance use issues and the impact on the individual and the local community.
- The English Department was pleased to see our 2021 MCAS ELA Student Growth Percentile was 11 points higher than the state average. The English Department faculty were Ambassadors of Literacy throughout the school's five academies.
- The Social Studies Department incorporated a Massachusetts non-partisan civics project for 12<sup>th</sup> grade, seeking possible solutions to fix identified problems. They also hosted the scholarship/toolship application process during class in collaboration with Student Services.
- The Math Department utilized two new MCAS practice software programs to align with the

- Next Gen MCAS computer-based testing and implemented online testing practice. The instructors are committed to sharing best practices within and with other departments.
- The Science Department implemented a 180-day Biology curriculum for 9<sup>th</sup> grade students this year (rather than 90-days) to prepare for the Biology MCAS and students responded very well. Students are learning data analysis using graphs and diagrams.
- The Student Services Department uses Xello with students for career and college exploration. The number of students applying to 4-year colleges doubled this year. Their efforts resulted in achieving 185 scholarships/toolships to be awarded to a total of 67 graduating seniors.

Respectfully submitted,

Dr. Richard Hoffmann and Carol Forgione



*Two new athletic fields are in progress as additions to the existing sports complex.*

# REPORT OF NAUSET PUBLIC SCHOOLS

We are now well into my first year as the permanent Superintendent of Nauset Public Schools. After spending a year as your Interim Superintendent, I was honored and humbled to be appointed to this position. My experience as a Superintendent in other districts, as well as some time spent at the Massachusetts Department of Elementary and Secondary Education, has served me well so far in my role at Nauset.

As is becoming our tradition, this summer we hosted a 3 day Leadership Summit for all Nauset Administrators entitled ‘Staying the Course’. It was a unique and valuable opportunity for all administration to collaborate together on hopes, dreams and goals for the upcoming school year. I cannot begin to express my gratitude and appreciation for our administrators, principals and assistant principals for their attendance and input during this time together. We emerged from our time together with solid goals in mind for the upcoming year. All of these goals were aligned with the NPS Strategic Plan, specifically focused on action steps related to providing high-quality instruction and wellness for all. In addition we have put a focus on process and procedures throughout the district.

Over the past few years, schools have experienced unprecedented challenges due to the pandemic, so as we returned to full time learning last year, we were excited to return to what we hoped would be a semblance of what we knew as schooling prior to the pandemic. Unfortunately, we, as did every school district in the Commonwealth, quickly realized the return to ‘normal,’ full time in person instruction for all students presented continued challenges and concerns. High-levels of student and staff absences, social-emotional and mental health concerns, academic gaps, and finding ways to safely reconnect with historical traditions and each other were all still present. In many ways, 2022 was the most perplexing in regard to the pandemic and a return to our previous routines. We have a student and staff population excited to be back, yet still dealing with the after effects of a pandemic and all the anxiety that came with it. In addition, all students from the youngest to the seniors, have had to learn or relearn what it is like to be in community daily with peers. Together, from all levels of our organization, from the classroom level, the building level, and the district level, we have reinforced and expanded our educational and emotional programming including,

but not limited to, partnering with equity and educational consultants, connecting with community partners to provide wrap around services for families and our staff, and continuing to focus all of our work on our key value statement that “every child matters.” I have watched our community recover, rebound and restore themselves back to baseline. I am so proud of the Nauset Schools Community.

Beyond the work to rebound from the impacts of the pandemic, the Nauset High School Building Project is an ongoing and at times surprising process. We were able to secure modular units from Lincoln Public Schools, and have them moved over the bridge to the NRHS campus! We are currently working diligently to have all utilities hooked up and approved by town officials, in anticipation of student occupancy by February 2023. The bids from General Contractors were received in October 2022, and reflected a significant increase in costs from the original estimates in 2019 (prior to the pandemic). As a result of this increase, we asked the taxpayers to approve an additional 38.1 million dollars. The ballot vote for the additional funding was overwhelmingly passed by the Nauset Community with just over 70% voting in favor. I am excited for the future of Nauset High School and the state of the art facility that will be built. For information and updates on the NRHS Building Project please visit [www.nausetbuildingproject.com](http://www.nausetbuildingproject.com).

We continue to make collaboration with safety partners and town officials a priority. In 2022 we implemented regular scheduled monthly meetings with the Town Administrators of Brewster, Orleans, Eastham and Wellfleet. In addition, we have quarterly meetings with the Police Chiefs of our member towns as well as Provincetown and Truro. This has afforded us the opportunity to address any potential problems as well as plan collaboratively regarding budgets.

Respectfully submitted,  
Brooke A. Clenchy  
Superintendent, Nauset Public Schools

# REPORT OF BREWSTER ELEMENTARY SCHOOLS

**Stony Brook** is home to students in Pre-kindergarten through second grade, with the leadership of Principal Keith Gauley. A full-day Preschool program began this year as part of Nauset's Integrated Preschool. Students and staff continue to work toward the goals outlined in Nauset's Strategic Plan with an emphasis on authentic learning experiences that lead to deep and meaningful learning. Teachers are using the science of reading to guide their instruction, and the school has adopted a new mathematics program to build solid skills in both reading and math. Students are developing competencies in communication, collaboration, creativity, critical thinking, character and citizenship.

Thanks to the support of the Brewster community, Stony Brook began its second year teaching Spanish to students in kindergarten and grade one. Expanding students' exposure to other languages and cultures is important work toward the new curriculum framework for World Languages. Stony Brook also benefited from a full-time Adjustment Counselor this year, as students continue to be impacted by the COVID-19 pandemic, resulting in increased social-emotional learning needs.

The School Committee was treated to several presentations by Stony Brook students and staff. A group of first grade students shared a Spanish immersion experience by performing songs they had learned in Spanish. The Preschool teaching staff shared their ongoing work around creative learning, highlighting their "Winter Wonderland" unit which included a family event with parents/caregivers enjoying their own opportunity to create a "Winter Wonderland" creature.

The Stony Brook School continues to develop partnerships with parents/caregivers, the community, and agencies across the Cape. More than 20 parents of kindergarten students talked with students about their work in the community, giving an overview of their jobs, tools and responsibilities.

**The Eddy School** educates students in grades three through five. Under the leadership of new Principal Steven Guditus, a core value system has directed student focus on being Eddy READY (Respect,

Empathy, Accountability, Determination, Your Best). Students are acknowledged for being Eddy READY, with rewards ranging from extra recess to drop everything and read period and morning rides to school in Brewster Police Department cruisers to stuffed animal day. This consistent approach with expectations has helped develop a warm and welcoming culture in classrooms and the entire building alike, and has helped Eddy ensure there is social-emotional learning, support, and growth within all our students.

We have worked to welcome the community into our school through performances and student demonstrations, and have reached out to the Council on Aging to develop intergenerational programming. Students in all grades are engaging in authentic learning opportunities on a regular basis to learn in deep ways about content and also practice their communication, collaboration, creativity, critical thinking, character and citizenship skills. Students have created new countries, explored holidays from around the world, developed new planets, and developed models of their favorite book characters. Staff members have worked diligently to incorporate community organizations and community experts into the school, ranging from the Brewster Conservation Trust and Wellfleet Audubon Society to the National Park Service and the Whydah Pirate Museum.

The Brewster School Committee considered potential consolidation of the two elementary schools, starting with a thorough quantitative study from consultants Habeeb and Associates Architects. The Committee sought input from school administration and staff, as well as from a public forum and site visits. There were multiple concerns about how to maintain the quality of academic programming, given the current elementary population and particularly the increased needs for special education. Neither school can house kindergarten through fifth grade. After much deliberation, the Committee voted to table the discussion until student enrollment numbers indicate a reduction to three classes per grade instead of four.

Respectfully submitted,  
Katie Miller Jacobus, Chair



# **OTHER COMMITTEES, COMMISSIONS & BOARDS**



# REPORT OF THE AGRICULTURE COMMISSION

The Agricultural Commission, established in 2005, serves the agricultural interests of Brewster:

- Farming in all its branches, the cultivation and tillage of the soil
- Dairying
- Production, cultivation, growing, and harvesting of any agricultural, aquacultural, floricultural, viticultural or horticultural commodities
- Growing/harvesting of forest products on forest land, lumbering
- Raising livestock, including horses
- Keeping horses as a commercial enterprise
- Keeping, raising poultry, swine, cattle, ratites, camelids, other domesticated animals for food, Ag purposes, bees, fur animals.

## **FEDERAL:**

### **The Natural Resources Conservation Services:**

Provides technical and financial help to agricultural land owners to plan and implement conservation practices that benefit target species. It has funding to help protect and restore wetlands and buy Agricultural Land Easements.

## **STATE:**

### **Mass Dept. of Agriculture (Ag) Resources**

**(MDAR):** Works to ensure the long-term viability of agriculture: Ag Conservation & Tech Assistance, Ag Markets, Animal Health, Crop and Pest Services to support, regulate, enhance the rich diversity of agriculture and promote economically, environmentally sound food safety, animal health, energy conservation and production. \$28.5 Million will be available for FY24 Food Security Infrastructure Grants and \$7 Million for Local Food Purchase Assistance Cooperative Agreement Grants.

**MassGrownWellness (MGW):** is a new program to address the mental health and wellness needs of those within the Mass agricultural community. The program specifically targets issues directly impacting farmers such as financial difficulties, depression, and others.

### **FY2023 Climate Smart Agricultural Program (CSAP) AgEnergy Grant Awards:**

Twenty-three grants totaling \$750,000 were selected for awards as part of MDAR's FY2023 CSAP AgEnergy section. The projects included solar power, maple syrup efficiency projects, dairy and farmstand energy efficiency measures, LED

lighting upgrades, greenhouse thermal curtain installation and all-electric refrigeration vehicles.

**The MassGrown Exchange:** Connects buyers with fruit and vegetable farms, flower growers, fisheries, food suppliers, and more. Mass schools are set to receive \$3.5 million dollars to spend exclusively on local, unprocessed, or lightly processed foods. This one-time USDA funding will be available to schools beginning in the spring of 2023 and schools will have 18 months to spend the funds, a great opportunity for MA producers.

### **Agricultural Preservation Restrictions (APRs):**

This program, one of the oldest and most active farmland preservation programs in the country, preserves agricultural land by offering to pay farmland owners the difference between the "fair market value" and the "agricultural value" of their farms in exchange for a permanent deed restriction, protecting future Ag viability.

**Massachusetts Animal Fund:** Addresses animal homelessness, spaying and neutering, and training of Animal Control Officers. Collecting over \$3.8M since 2014 to provide assistance to local animals in need, the no-cost spay/neuter and vaccination program has reached over 16,000 homeless cats and dogs and animals owned by low-income residents. One out of every six of the animals assisted needed urgent services for life-threatening medical conditions or relinquishment prevention so that they could stay with their families.

### **Highly Pathogenic Avian Influenza (HPAI):**

HPAI has been detected in wild birds in Mass. All domestic poultry in Mass may be at risk. For information call [617-626-1795](tel:617-626-1795).

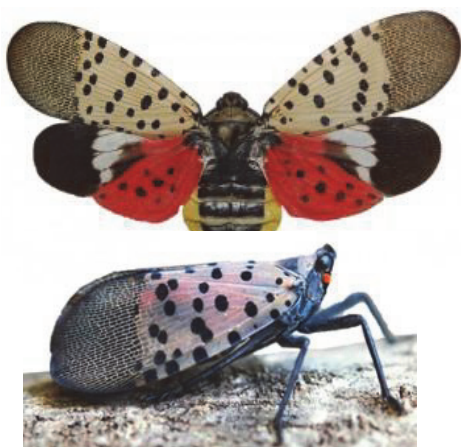
### **Protect Your Horse Against Mosquito-borne**

**Disease:** Eastern Equine Encephalitis (EEE) and West Nile Virus (WNV) spread by mosquitos, can cause fatal neurologic disease in horses. Mass is currently dealing with an unprecedented level of EEE in mosquitos. MDAR is partnering with veterinarians to offer discounted EEE/WNV vaccinations for owners with financial need.

**Apiary Updates:** Mass has a large, diverse beekeeping industry, with 4-5,000 beekeepers managing 40-45,000 hives. Over 45% of agricultural commodities in Mass rely on bees for

crop pollination. Check out the 2023 state Apiary and beekeeping workshops at [mass.gov/agr](https://mass.gov/agr).

**State Agricultural Officials Urge Residents to Check Plants for Spotted Lanternfly:** Check for signs of spotted lanternfly and report any potential sightings of this pest on MDAR's online reporting form by taking photographs and collecting a specimen if possible. Look for large, gray insects, about one inch long, with black spots and red underwings. Early detection is important in the protection of the economic and ecological resources of Mass from invasive species. They have been discovered in Shrewsbury, Springfield, and Worcester. For questions, to order free educational materials, or for information on free webinars contact MDAR at [slf@mass.gov](mailto:slf@mass.gov).



*Spotted Lantern Fly*

**Climate Smart Agricultural Program (CSAP):** MDAR funded over \$1.8M in 2022 under the CSAP to provide financial incentives to agricultural operations for practices that work towards improving soil health, the efficient use of water, preventing impacts on water quality, reducing greenhouse gas emissions, sequestering carbon, improving energy efficiency and facilitating clean energy, all helping Ag adapt to climate and mitigate climate change.

- **Forest Pest Risk is Heating Up with Climate Change:** bringing pests to new areas, making pests more damaging, reducing trees' defenses, and altering how forests recover after pest disturbances. Managing impacts will help promote more resilient forests that can rebound from pests, better adapting to our future climate.

**Marijuana & Hemp:** The Cannabis Control Commission has marijuana jurisdiction with one exception, Industrial Hemp, now under MDAR. A non-psychoactive marijuana species, Industrial

Hemp contains less than 3% THC, the compound that makes marijuana psychoactive. Marijuana establishments in Mass have now surpassed \$4 billion in gross sales since 2018.

### **BARNSTABLE COUNTY:**

#### **Cape Cod Cooperative Extension Service:**

focuses on agriculture, marine research, horticulture, aquaculture, natural resources, tick-borne disease, water quality, youth development, recycling, household hazardous waste, environmental education, and the **Buy Fresh Buy Local Program**, [buyfreshbuylocalcapecod.org](https://buyfreshbuylocalcapecod.org).

**Ticks:** Lyme disease, the most prevalent infectious disease in Mass, is considered a **year-round** public health crisis. Deer Ticks can also carry Babesiosis, Anaplasmosis and Relapsing Fever. Lone Star Tick populations are expanding and carry their own diseases. Lone Star bites may result in a red meat allergy. Watch Larry Dapsis, the County Entomologist's **Tickology YouTube** series.

*\*Use a 3-Point Protection Plan: Protect Yourself, Protect Your Yard, Protect Your Pets. "One bite can change your life, but tick-borne diseases are preventable." Permethrin is the only product that provides effective, long-lasting protection: applied to clothing, including footwear, **NOT** skin. It repels and kills ticks.*

[ldapsis@barnstablecounty.org](mailto:ldapsis@barnstablecounty.org)

**Tick Testing:** The UMass Laboratory of Medical Zoology is unable to accept samples for tick testing at this time.

Contact: <https://ag.umass.edu/resources/tick-testing-resources>.

**Meet Your Local Farmers:** Each year the Harwich Conservation Trust and Cape & Islands Farm Bureau have sponsored local farmers to exhibit products and promote farms to start off the growing season. The 2022 market was postponed due to the pandemic.

### **BREWSTER:**

**Farmers Market:** The Historical Society's Farmer's Market, next to Drummer Boy Park, thanks you for your participation in its 2022 curbside market. It was eventually canceled in July with very little produce from farms. The BHS did hold their very popular Harvest Bazaar in October.

### **Aquaculture: The Brewster Aquaculture Association:**

**Oysters:** There are 10 active sea farms continuing to produce that delectable bivalve the "Brewster

Oyster”. Oysters filter up to five liters of water per hour removing plankton and other nutrients. The Bay environment with its pristine waters creates the distinct flavor of the Brewster American Oyster, a definitive "bite". Three years of sorting/sizing/transplanting produces an oyster, larger than the state minimum. Size, plus a defined cup, sets the “Brewster Oyster” apart.

Approx. 864,000 oysters were commercially harvested in 2022, 11.3% lower than 2021. Growers reported issues with biofouling, a shortage of oyster seed, winter mortality, and slow growth. Shellfish from Massachusetts and Washington can now be exported to the EU. In 2022 Mass farmer and dealers, including two Cape Cod farms, traveled to the European Union, meeting with importers and buyers to explore market opportunities. They sampled live Mass oysters and clams with potential customers and discussed Northeast production. The trade representatives were enthusiastic about the quality/variety of the samples and impressed with the growers’ professionalism, expertise and product that could be appealing to European consumers.

**Razor Clams:** The local razor clam fishery exemplifies the collaboration between harvesters and regulators to develop regulations that will support a healthy commercial fishery both now and in the future. In 2022, there were 10 regular harvesters and 1 student that met the requirements to remain in the fishery, while 5 additional harvesters and 4 students were selected by lottery. Utilizing data from previous years, combined with current observations and harvester reports, both parties agreed to close the fishery for 2022 and assess the resource in the Spring of 2023.

**Cranberry Harvest:** UMASS Cranberry Research Station, East Wareham, is an outreach and research center with publications to educate residents and visitors. The Cod Cranberry Growers Association assists with problems; works to ensure that cranberry farming can survive urbanization and preserve open space and clean water, vital to cranberry growing.

Despite 11 dangerous frosts and intense drought in the spring and summer, bog owners had a good early growing season, with ideal pollination weather. Rainfall came just in time for harvest, many growers indicating a strong rebound from last year’s low production. Pests presented the big challenges, with Vaccinum Scale, Black Bug infestations and high numbers of weevils. Climate change issues left many bogs badly in need of water all season, while increasing temperatures created

problems with weeds, which are prospering under the warmer conditions.

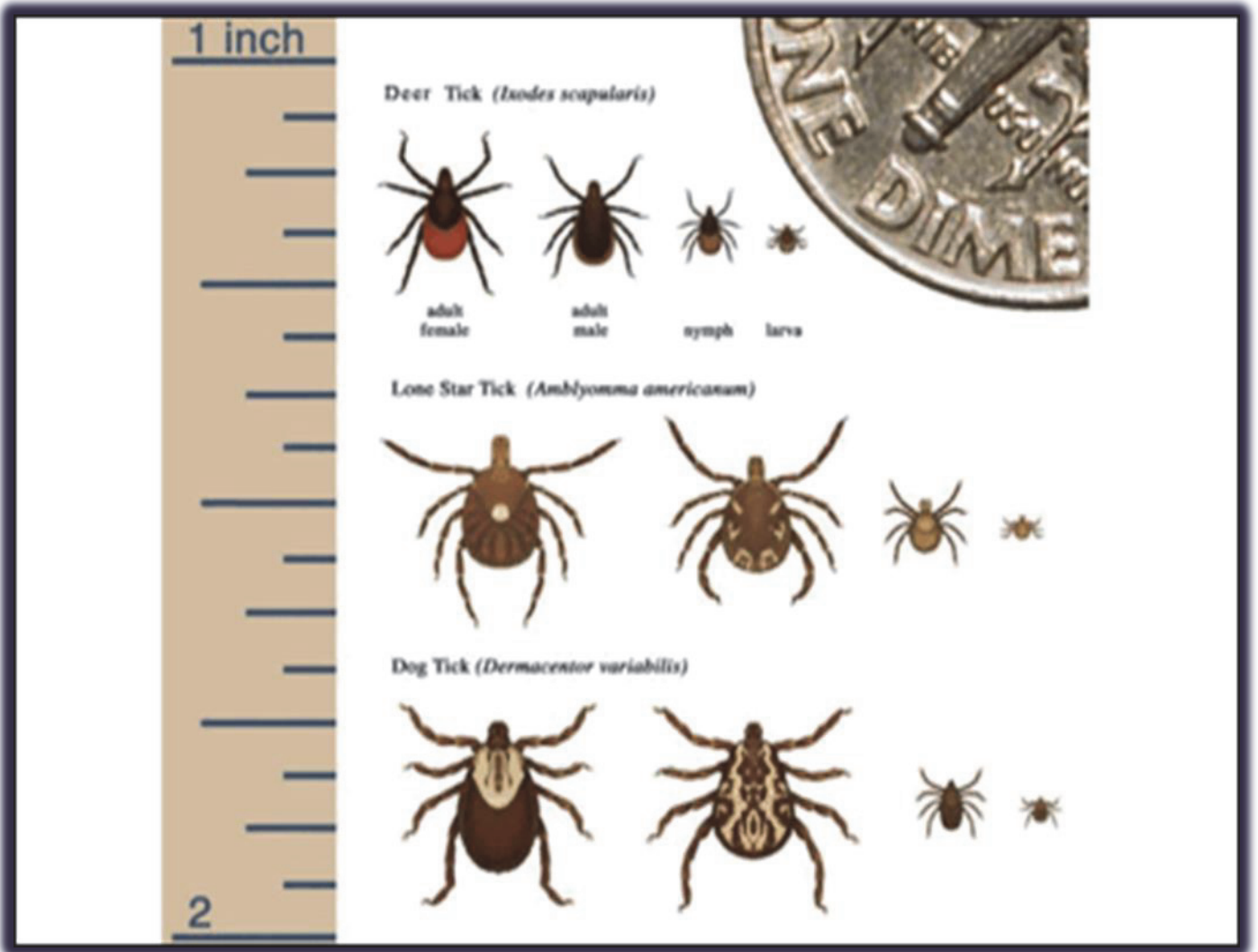
Production was up 17% from 2021, with the MA crop at 2 million barrels. There are approx. 51 acres of cranberry bogs in Brewster. At 142.8 barrels per acre, Brewster bogs produced around 7,282 barrels (440-540 cranberries = pound, 44,000-54,000 cranberries =100 lb. barrel).

**Cape Cod & Islands Farm Bureau:** The Agriculture Commission works closely with the Bureau. A grassroots organization for more than 70 years, it helps make farming more profitable, the Cape a better place to live and offer assistance to farmers as well as the general public.

**Help with Agricultural Conflicts:** Ever found yourself in a conflict with local, regional, state, federal government or neighbors over your agricultural operation? The Commission will mediate conflicts and has an excellent track record solving issues on behalf of farmers [Agricultural Commission 2198 Main St. Brewster, MA 02631](#) or 508-896-3701. The Agriculture Commission assists the Building Commissioner, Town Departments, Boards, Committees, residents with Agricultural issues.

On behalf of Brewster’s agricultural heritage...the harvest goes on.....

*Respectfully submitted,  
Peter Herrmann, Chair  
Stephan Brown  
Rebecca Howes  
Jane Weber*



*This chart illustrates the comparative size and coloration of the Deer Tick (at the top), the newly arrived Lone Star Tick (in the middle) and the Dog Tick (at the bottom of the picture).*

# REPORT OF THE ALEWIFE COMMITTEE



The number of herring returning to our run last spring was less than 100,000 according to our electronic fish counter; somewhat less than the year before. The water in the ponds did not get to the ideal temperature of 50 degrees that the herring seem to prefer until well into April. By September the low water levels in the ponds hindered the downstream migration of the juvenile herring. We had to hold the juveniles in Lower Mill Pond until the water level came up so they would not get trapped in the brook. We encourage the public to protect the spawning habitat of all the ponds and limit water usage. We also ask the public to refrain from handling the herring or obstructing their passage up Stony Brook and into the ponds.

We are still in the design phase regarding repairs to the wall at the seining pool, the wall between the run and the head race pool and also the weirs on the north side of the road.

We thank our volunteers and the Natural Resources staff for helping to monitor and maintain the fish counter. Ameri Corps volunteers were a great help clearing out invasive plants along the herring run last fall. A special thanks to the Town Department of Public Works for their maintenance of the Mill Sites.

Respectfully submitted,  
Alewife Committee



# REPORT OF THE AUDIT COMMITTEE

The Audit Committee continues to be comprised of four members at this time with one vacancy.

<b>Chair</b>	Honey Pivrotto
<b>Vice Chair</b>	David Whitney
<b>Secretary/Clerk</b>	Pete Dahl
<b>Member</b>	Karyl Fryzel
<b>Vacant Position</b>	

During 2022 the Committee met six times as noted on the following table.

<u>Meeting Dates</u>	<u>Primary Agenda Items</u>
April 11, 2022	Review 2021 audit and Free Cash history
May 4, 2022	Review and Vote on Draft Request for Proposal (RFP) to be issued by town procurement officer and vote on minutes
June 15, 2022	Review 2021 single audit results and review plus score technical response to RFP for audit service and vote on minutes
June 28, 2022	Conduct interview of Powers & Sullivan and RE Brown; finish review and begin scoring of technical responses by bidders and vote on minutes
July 1 2022	Discuss interviews and complete scoring of technical responses to RFP and vote on minutes
September 7, 2022	Discuss audit plan with Robert Brown from RE Brown & Company and vote on minutes

The April meeting focused on a review of the audit completed for the 12-month period ending June 30, 2021. The meeting on June 15 focused on review of the single audit for the town for the same period.

During three meetings, the committee provided technical expertise in the review of proposals from

independent audit firms bidding for the contract to provide audit services to the Town of Brewster for FY 2022, 2023, and 2024 along with a recommendation to the Town Administrator who made the final decision on which firm to engage.

The Town issued its Request for Proposal with a due date for bidders of June 6, 2022. A significant requirement for the successful bidder was the production of the final audit by December 31 of each year. Historically, audits were received in the spring. The change to December 31 would represent a significant acceleration of work by the auditors resulting in more timely results on the Town's financial position for management, the Audit Committee and Select Board.

The Audit Committee then met with Robert Brown from R. E. Brown & Company to discuss the firm's audit plan for completion of the audit for the 12-month period ending June 30, 2022.

In addition, Honey Pivrotto, Chair of the Audit Committee provided Town Administration an Annual Report for the Audit Committee for inclusion in the Town's Annual Report for 2021 as posted online. Additionally, she presented the audit results for FY 2021 to the Select Board at its meeting in May 2022. Highlights of her comments provided at that meeting follow.

The Committee will meet in January 2023 to review the audit for FY 2022 and a Report from the auditors on Compliance for the US Department of Treasury Coronavirus State and Local Fiscal Recovery Funds Program Requirements for an Alternative Compliance Examination Engagement. This report is expected to fulfill the Town's obligation in relation to federal grant funds.

## **Highlights of Comments on Audit for FY 2021 by Audit Committee Chair to Select Board – May 2022**

The Audit Committee for the town of Brewster consisting of Honey Pivrotto, Pete Dahl, David Whitney and Karl Fryzel, met April 11, 2022 at 1 p.m. to hear the presentation of the audit and management letter for the period ending June 30, 2021, from Robert E. Brown II, CPA and his associate. Additionally, the committee reviewed free cash and approved minutes of prior committee meetings. The Audit Committee voted to recommend acceptance and approval of the audited financial statements for fiscal year 2021.

All interested residents are encouraged to review the detailed audit which will be available on the town website after May 9, 2022. Questions concerning the audit and requests for additional information should be addressed to the Town of Brewster Finance Director.

Pages 1 and 2 of the audit contain the auditor's independent report and opinion letter. Pages 3 through 10 detail management's discussion and analysis of the financials and provide a valuable overview. Pages 11 through 23 contain complex schedules reflecting the two different bases of accounting as required. Pages 14 and 15 present the balance sheet and statement of income and expense for governmental funds with additional detailed schedules through page 23. Pages 24 through 78 are the notes to the financial statements and are critical for the reader to achieve a detailed understanding of the data presented throughout the schedules.

Highlights of particular note include the following:

The auditor provided an unqualified or "clean opinion" indicating the financial statements present fairly in all material respects the financial position of the governmental activities in accordance with accounting principles generally accepted in the United States. This opinion is the desired and best opinion.

No issues of concern were identified for the management letter. Prior period issues related to reconciliation of water receivables has been resolved through substantive action by financial and water management personnel.

Financials are in good order and reflect a healthy financial position for the town.

The net assets of the towns as of 6/30/21 were \$69.7 million.

Revenues for the 12-month period (both governmental and business -type) were \$61.8 million; the total expenditures for all Town services including education, governmental and business-type (golf and water) were \$54.15 million resulting in an increase of \$7.6 million in the town's net position. Page 18, which compares the actual to the budgeted amounts, shows this increase in net position is due to the generation of 4.2% more

revenues than budgeted and 3.3% fewer expenditures than budgeted.

The town's investment in capital assets totaled in excess of \$109 million. Long term debt totaled \$21.4 million.

The full extent of the financial impact of COVID – 19 could not be determined as of the date of the financial statements.

The Town of Brewster expended more than \$750,000 in federal funds awards during FY 2021 triggering the requirement for what is known as a single audit. Such funds include Federal Emergency Management Agency (FEMA), the Coronavirus Aid, Relieve, and Economic Security (CARES) Act, and the American Rescue Plan (ARPA).

The single audit is a strict and comprehensive financial statement and federal awards audit the goal of which is to provide the U. S. government and taxpayers assurance that tax dollars have been expended as intended and to help reduce the risk of fraud and misappropriation of public funds. The single audit required an additional work effort by the auditors above and beyond that required in prior years to meet the additional audit requirements thereby increasing the audit fee. The trigger for the audit can be amounts awarded or expended and is dictated by the specific rules associated with each federal grant award. Auditors had to research each of the grants to determine if they met the \$750k threshold for a single audit. The single audit requirement is expected for FY 2022 and the budget audit fee reflects the increased scope of work by the auditors.

# REPORT OF THE BAY PROPERTY PLANNING COMMITTEE



## **Charge and Authority**

The Bay Property Planning Committee (BPPC) was established to develop a comprehensive plan for the former Cape Cod Sea Camps, located at 3057 Main Street, for voters to consider at a future Town Meeting. Additional purposes include identifying existing conditions, engaging with the public, and providing short-term access for appropriate interim uses.

Recognizing that the bay property presents a unique opportunity to further many of the Town’s priorities, the Select Board formed the BPPC and its sister committee, the Pond Property Planning Committee (PPPC) in December 2021 after the Town’s purchase of the former Cape Cod Sea Camps. The Committee is advisory to the Select Board and

also works closely with Town Management, the Recreation Department, the Natural Resources Department, and the Department of Public Works.

The Committee has eleven voting members: two from the Select Board, one each from the Vision Planning Committee, Natural Resources Advisory Commission, and Recreation Commission, and six at-large from the community. Non-voting liaisons represent the Finance Committee, Open Space Committee, Council on Aging, Cultural Council, and Affordable Housing Trust, as well as several community organizations. Members are appointed by the Select Board and are reappointed annually.

The Committee generally meets twice monthly, on the first and third Tuesdays of each month at 4pm. To the extent practicable, the Committee meets in person at Town Hall, with the public participating via Zoom due to the Covid-19 pandemic. Agendas



are posted at Town Hall and on the town website, and agendas and minutes are available on the town website on the BPPC committee page. Meetings are also live-streamed and recorded for future viewing on Channel 18. Public comment is a standing agenda item and a dedicated email ([bppc@brewster-ma.gov](mailto:bppc@brewster-ma.gov)) was established for the public to submit ideas, questions, and comments on the process and uses.

### Summary of 2022 Activities

With meetings beginning in April of 2022, much of the Committee's work this inaugural year was focused on analyzing the property relative to the Town's priorities and capacities, and determining and supporting uses for interim public access.

The Committee toured the 55-acre property three times to examine the scope of the parcel and its 90-odd existing structures. Regular, detailed briefings from Town Management about many aspects of the property, from site remediation at the old shooting range, to preparations for the opening of First Light Beach and insurance coverage, prompted thoughtful discussion of existing conditions and possibilities for uses. The Committee recognized the need to balance enthusiasm to implement various ideas with the realities of practical constraints, such as staffing, safety, liability, cost, and triggering government procurement requirements.

To align the BPPC's work with previously established community priorities and goals, the Committee undertook a tour of Brewster's strategic planning documents. Committee presentations covered the Coastal Resources Management Plan, the Open Space Plan and Recreation Plan, the Housing Production Plan, and the Vision Plan, as well as the draft Local Comprehensive Plan, as stipulated in the Committee's charge.

Thanks to the efforts of the Select Board, Town Management, and the Department of Public Works, Brewster residents were able to enjoy First Light Beach beginning on June 30th, 2022. To continue opening amenities to the public, the Committee voted to prioritize opening the pool for Summer 2023 and to support the Recreation Department's proposed events throughout the year.

As Town Management worked through the steps of procurement to contract with a consultant for the comprehensive planning process, the Committee developed criteria for interim uses. Priorities included using the property year-round; the Town providing opportunities for the public to be on-site; and having those opportunities be a variety of one-time, low-overhead, Town-sponsored events.

Recreation Director Mike Gradone consistently provided the Committee with thoughtful, feasible, and varied ideas for use of the property throughout 2022. The public was invited to two movie nights, a Touch-a-Truck event, a Brewster Band concert, a Boy Scout service project and overnight stay, the Lower Cape Soccer Jamboree, and a DIY holiday craft event (in collaboration with the Cultural Council and Brewster Garden Club). Each was well-attended and well-received, and the Committee voted to support continued Recreation programming into 2023, including a St. Patrick's Day Polar Plunge, kite flying on the flats, Bike Fest (in conjunction with the Bicycle and Pedestrian Committee), and hosting the Senior Striders (a collaboration with the Council on Aging).



In November 2022, the Committee voted to support five articles concerning the bay property being presented on the Fall Town Meeting warrant. In a continuation of the broad community support seen during the acquisition process, all five articles passed nearly unanimously. Besides approving additional funding for the comprehensive planning process, residents voted in favor of two articles creating and funding a revolving fund for the pool.

The Committee began discussing the logistics of opening the pool for Summer 2023; parking and seeking feedback from the public on the pool program were the main topics. DPW Director Griffin Ryder provided initial parking design concepts and the Committee visited the property to

evaluate potential sites for the lot. After robust discussion and input from the Reed Hilderbrand consultant team, the Committee ultimately voted to support a temporary area for Summer 2023. Final parking decisions will be made following the long-term planning process.

The Committee was pleased to welcome Reed Hilderbrand, a nationally prominent landscape architecture firm that will serve as the lead organization for the comprehensive planning effort for both former Sea Camps properties. In December 2022, Elizabeth Randall and Madeleine Aronson of Reed Hilderbrand outlined their planned approach that includes phases of discovery and site analysis, visioning, concept design and comprehensive planning. Public engagement will be a central component of that process. Committee members highlighted the importance of transparency of the financial impact on residents and alignment with community needs for any proposed plan.

All members of the BPPC were appointed in March of 2022, with terms expiring in June of 2023. Each brings their varied life, career, and municipal experiences to inform their collective work of gathering and using input from the public, balancing it with Town priorities, considering the

time and cost of the possible options, and reconciling it all into a proposed comprehensive plan for a future Town Meeting to vote on.

### **Bay Property Planning Committee Staff Support**

Town Manager Peter Lombardi provides expert support to the Committee as well as sophisticated coordination with other Boards, Committees, Departments, and potential organizational partners. His guidance and insight have been invaluable to the Committee's deliberations.

Conor Kenny, the Town's Project Manager, supports the BPPC in condensing their far-ranging meetings and discussions into succinct, well-articulated minutes.

Respectfully Submitted,

Amanda Bebrin, Chair; Vision Planning Committee  
Katie Miller Jacobus, Vice-Chair; At Large  
Karl Fryzel, Clerk; At Large  
Mary Chaffee; Select Board  
Ned Chatelain; Select Board  
Pat Hughes; Natural Resources Commission  
Peter Johnson; At Large  
Caroline McCarley; At Large  
Clare O'Connor-Rice; At Large



# REPORT OF THE BGTV VIDEO SERVICES COORDINATOR

This is to summarize accomplishments and progress in Brewster Government Television's (BGTV) development for the year 2022. Essentially, J.P. Ludwig Consulting services to the Town of Brewster encompass the media production, publishing, and distribution of video and photographic content to Brewster residents and nonresidents and staff via BGTV, the town's website, social media sites, and other local and regional cable channels. A Cable franchise fund from the town's agreement with Comcast provides the funding of equipment and personnel to facilitate and operate BGTV.

## Special Acknowledgement

As always, I would like to acknowledge and commend the Select Board, Town Administration, Town Department Heads, and the many other town boards, committees, volunteers, and residents who submit themselves on a regular basis to being videotaped for the sake of broadcasting on cable TV to facilitate a transparent process of open government for the citizens of Brewster. BGTV and the additional access provided on the web for video content are a productive means in streamlining the legislative process for residents and seasonal residents alike. Additionally, I would like to acknowledge all the above for their cooperation and patience during the continuing circumstances brought about by the Covid virus during another year. This year saw BGTV operations reside in the virtual/hybrid realm in order to facilitate town business on a timely basis.

**All the following programming statistics are related to the time period Jan. 1st, 2022, to Dec. 31st, 2022.**

- The Town paid JP Ludwig Consulting Services \$90,421.60 for 1,419.5 hours of contract services for the calendar year in 2022.
- This year for in-house productions BGTV produced 314 (compared to 340 in 2021) first-run programs (the programs J.P. Ludwig Consulting produced on behalf of the town). Add that to the programs produced elsewhere, the County, State, other towns, PSAs, repeats from past years, etc., and overall, there was a little over a total of 3,122 hours of programming that aired other than the Electronic Bulletin Board on BGTV in 2022. BGTV is streaming live and all programs that the town produces are available at <https://reflect->

[brewster-ma.cablecast.tv/CablecastPublicSite/?channel=1](https://reflect-brewster-ma.cablecast.tv/CablecastPublicSite/?channel=1)

- o Board of Selectmen - 31 first-run programs that aired 252 times
- o Finance Committee - 15 first-run programs that aired 66 times
- o Planning Board - 10 first-run programs that aired 47 times
- o Conservation Commission – 24 first-run programs that aired 117 times
- o Brewster School Committee - 7 first-run programs that aired 31 times
- o Town Meetings - 2 first-run programs that aired 24 times
- o Board of Health - 18 first-run programs that aired 80 times
- o Zoning Board of Appeals - 9 first-run programs that aired 46 times
- o Golf Commission - 21 first-run programs that aired 42 times
- o Brewster Ladies Library – Few productions due to limited programming
- o Stony Brook Elementary & Eddy School s - 3 first-run programs that aired 13 times
- o Specials and Events – 4 first-run programs that aired 53 times.
- o Nauset Regional School District – Meetings were mainly produced virtually by the town of Eastham.

• Other Meetings – Because of the vast expansion of virtual meetings due to the Covid virus there continued to be numerous additions of boards, committees, subcommittees, etc., produced by BGTV staff. The day-to-day functions of local municipal government continued unabated with all-inclusive participation and adherence to Massachusetts open meeting law.

• Lower Cape TV (LCTV) has continued their productions of local programs in 2022. In 2022 LCTV produced numerous programs that aired on BGTV. These were mostly shorts, PSAs, and short news items of local interest. LCTV has also partnered with the town on producing PSAs directly related to informing the public about issues in Brewster. The cable franchise fund from the town's agreement with Comcast helps provide the funding of equipment and personnel to facilitate and operate LCTV along with four other Outer Cape towns' funds.

- Barnstable County - 73 first-run programs that aired 130 times that included: Barnstable County Assembly of Delegates, County Commissioners, Cape Cod Commission, and a few others.
- Time Machine, which consists of government-produced archive programs downloaded from Archive.org.

The numbers mentioned above do not include live broadcasts, or the numerous PSAs (Public Service Announcements) aired on BGTv. Also worth noting are the numerous announcements that are shown on the Electronic Bulletin Board (EBB) describing events and programs in town going on at places like the Council on Aging, Ladies' Library, Town Hall, etc. Viewers of BGTv will have noticed the new and improved redesign of the EBB in 2022 to a multi zoned format.

All BGTv programing is archived not only on the cloud-based application Reflect, but also on a large storage server at town hall. There is also another backup of all these programs on hard drives in the vault at town hall.

#### **Cablecast VOD Reflect 2022 Statistics:**

The Reflect application platform on the town web site allows easier access through better organization and search abilities for on-demand programs and is compatible to all iOS devices, smart phones, PCs, iPad, iPhone, Droid, etc. It also has reporting abilities (analytics) so data can be gathered for analysis. Maintaining the Reflect system for the town is part of our job description. There was a total of 5,840 (compared to 5,372 in 2021) on-demand sessions on the Reflect platform. This number has been steadily going up every year. The cloud-based platform VOD (Reflect) improves the online quality and security of video services.

#### **Town of Brewster Vimeo Channel:**

It is also worth noting that most field productions are now viewed online on the town Vimeo channel. There HD video versions of special town and school events, etc., and programs produced for Brewster Ladies Library can be found. There were 2,827 plus plays of programs in 2022 on the Town's Vimeo channel. Currently 314 programs produced by the Town over the past several years reside there: [www.vimeo.com/brewsterma](http://www.vimeo.com/brewsterma)

#### **Some other 2022 highlights worth mentioning:**

- The town began having in-person/hybrid meetings on a limited basis in 2022. Meetings were continued on a virtual basis as well, and at the time of this writing the media operations were poised to

begin full on hybrid meetings in March 2023, as per the state's directive.

- Over the past year we have added a new feature to VOD. Meetings are available by agenda item through chaptering. Go to the meeting you want to review and click on a link for that agenda item to go straight to that placeholder in the video. This feature will be expanded in 2023 to include chaptering more meetings.

- 2022 field production programming was still limited with municipal buildings being mostly limited access and public gatherings restricted due to Covid virus precautions. However, we did continue to produce some programs of interest such as the 9/11 Memorial, Veterans Day, Memorial Day, Brewster in Bloom Parade, and a couple of programs from Stony Brook Elementary. Hopefully we can begin to expand field productions and special programming in 2023 to pre Covid levels.

- BGTv has an online video file sharing folder, G Channel Cape Cod, that allows for distributing programs of broader local interest to other Outer Cape channels including Lower Cape TV Channel 99, NRSD Channel 22, and government cable Channel 18 in the towns of Orleans, Eastham, Truro, and Provincetown. Also, the BGTv uses YouTube to download programs from the County as well as other programs of regional interests for viewing on BGTv.

- 2022 continued with the entire in-house production of audio/video of two Town Meetings. I was assisted in my technical direction of the productions with the exemplary skills of Gabriel Morton and Suzanne Bryan. The Town also enlisted the services of Chris Blood's sound company, Sonic Trout, for additional equipment to accommodate overflow into the library at the school. Also, the 2022 Town Meetings were broadcast live over Facebook and Cable Channel 18 BGTv. Warrant articles for the meeting were summarized in BGTv programs by Town Administrator Peter Lombardi and Assistant Town Administrator Donna Kalinick, hosted in a panel discussion with Suzanne Bryan. The programs aired numerous times on BGTv and were available on the web before each meeting to better inform the citizenry for Town Meeting and the issues to be discussed.

- The town also purchased a new multiple camera system for field productions including town meeting. This system was delivered the same day that we setup town meeting and was calibrated that morning. The school had also purchased a new

sound system that we learned about the day before. However, the media services team adapted, and town meeting production was a technical success.

- The Town's Facebook and Twitter feeds continue to steadily increase in followers: over 3,003 Facebook followers and 597 followers on Twitter. Certainly, this is far from being viral, but in a town with a population just under 10,000 people I think it is notable. To sign up for the town's official social media. Twitter: @brewstercapcod and Facebook: Town of Brewster Cape Cod

### **Looking to 2023**

BGTV will continue to evolve and improve in 2023. J.P. Ludwig Consulting makes it a point of keeping the town TV facility and equipment current with the most viable and available, constantly evolving technology and software. Improvements were added to extend Room B capabilities so that two hybrid meetings can be recorded simultaneously, as of this writing this installation was recently completed. I also invest in my own equipment and software at home for my business and this is a benefit to the town as well, without additional capital expense to the town.

The town's media resources are available by a downloadable app called "Cablecast Screenweave" available in the App store. The town live stream and media are available to all manner of devices including Apple TV and Roku TV. In other words, the public has another option besides cable to watch BGTV programming, on a smart TV and anywhere. In 2023 I would like to see the town continue broadcasting Town Meeting live on the web, as well as creating the possibility of other live-feed opportunities. The Town is also going to add a satellite production studio soon with proper lighting, audio, camera, and production capabilities for special projects being talked about for BGTV in the future. The new cameras purchased for town meetings would be used for this project when not in use for Town Meeting.

The town now has access to a drone for productions. Suzanne Bryan (recently certified with a FAA license), purchased it and J.P. Ludwig Consulting has obtained liability insurance. We are looking forward to adding this aerial dimension to projects in the near future.

I have production assistance and the people that I hire to assist me in Brewster are trustworthy and reliable. They have blended in well in BGTV operations and I appreciate their professionalism, so a word of thanks to my Operations Manager Suzanne Bryan, Ben Collins (who moved out of the area this year), David Hudnall, and Gabriel Morton. BGTV's electronic realm is an invaluable tool for those working within town government and provides the opportunity for residents and nonresidents alike to stay up to date on all the various endeavors of the citizenry and municipal government in the overall participation in our democracy.

Press Releases and Media Distribution Lists: Add [jludwig@brewster-ma.gov](mailto:jludwig@brewster-ma.gov) to your distribution list. I'm still seeing lots of stuff in the local papers from Brewster Town Departments that could be cross promoted on BGTV. I'm hoping to see more departments in town sending content for the EBB (electronic bulletin board). These can be tips, events, information sharing about town services, etc. Email me at [jludwig@brewster-ma.gov](mailto:jludwig@brewster-ma.gov) and I'll get your announcements on the EBB. I've also directed whoever has sent something for the EBB to send it to LCTV for their EBB on channel 99 or on Nauset's Channel 22 [info@lowercapetv.org](mailto:info@lowercapetv.org) Also announcements and press releases can be sent to [matty@womr.org](mailto:matty@womr.org) and they will be added to the "Town Crier," PSAs that are read on the air of WOMR 92.1 FM and 91.3 FM Community Radio at no cost.

Respectfully submitted,

James Paul Ludwig  
J.P. Ludwig Consulting (508) 896-3701 x1200  
[Jludwig@brewster-ma.gov](mailto:Jludwig@brewster-ma.gov)  
Video & Media Services Coordinator  
Town of Brewster, MA

# REPORT OF THE BICYCLE & PEDESTRIAN COMMITTEE

During 2022, the Committee continued to explore ways to advocate for the improvement in biking infrastructure and safety for residents and visitors alike in the Town of Brewster. In March 2023, committee members voted to recommend changing the name of the committee to the Town of Brewster Bicycle and Pedestrian Committee. In September the Select Board approved the name change and expanded its advisory role to include all non-vehicular modes of people transportation to in the Town of Brewster. The committee will now advise the Town of Brewster Select Board on all non-vehicular modes of people transportation in order to make bicycling and walking safer and more enjoyable, inclusive, equitable, and accessible throughout the Town of Brewster.

Each May since 1956, communities across the Nation and the Commonwealth celebrate Bike Month. In Massachusetts that celebration is known as the Bay State Bike Month. In early 2022, committee members and Michael Gradone, the Director of the Town's Department of Recreation, began making plans for a Town of Brewster Bike Fest. With much planning and support from the Select Board, the Town's departments, committees, and the community, the 2022 Town of Brewster Bike Fest took place on May 21, 2022 at the Eddy School. The event was a great success! Participants included the Town of Brewster Police Department, the Brewster – Orleans – Chatham – Harwich (BOCH) Community Emergency Response Team, the Council on Aging, the Brewster Water Department, Brewster Department of Natural Resources, Friends of the Cape Cod Rail Trail, the MA Department of Conservation and Recreation – Nickerson Park, the Brewster Whitecaps, MassBike, Spaulding Adaptive Sports Center, the Cape Cod Commission, and Cape Cod RTA. Attendees arrived early and enjoyed the many displays, information booths and interactive events. Some of the highlights of the Bike Fest, for most participants, were the bike rodeo, free bike tune-up, and bike loading on RTA bus.

For the first time the committee and its Select Board Liaison, David Whitney, drafted a Town of

Brewster Bike Month proclamation, which the Select approved on February 25, 2022. It proclaimed May 2022 as Bike Month in the Town of Brewster.

In July 2022, the committee participated in the Brewster Conservation Day to help raise awareness of the many benefits and opportunities for bike riding in the Town of Brewster. Throughout 2021 and 2022, the committee worked with the Brewster Department of Natural Resources to select new bike racks and make location recommendations.

In September 2022, the Select Board approved the committee's recommendation to change its name to the Town of Brewster Bicycle and Pedestrian Committee.

Joseph Sullivan  
Chair, Brewster Bicycle and Pedestrian Committee



# REPORT OF THE CAPE COD COMMISSION

The Cape Cod Commission (CCC) was signed into law in January 1990 and ratified in a county-wide vote in March 1990. For the past 32 years, the agency and its 19-member board have worked to uphold and further the region's special natural, coastal, scientific, historical, cultural, architectural, archaeological, recreational, and other values.

## **OneCape 2022 Summit:**

More than 300 stakeholders came together for the eighth annual OneCape Summit. Designed to inspire informed action on the region's most pressing challenges, the Summit focused on ways to improve housing affordability and accessibility, manage aging infrastructure, address marine and freshwater quality, mitigate and adapt to climate change, lay the foundation for sustained economic development, ensure equity in planning processes, and utilize the best available data and information to make informed decisions.

## **Coastal Water Quality:**

Towns across Cape Cod are taking action to improve coastal water quality. The state is working to foster long-term watershed permitting plans to improve water quality on the Cape. EPA funds are available to help fund water quality solutions over the next 5 years. \$28 M has been awarded so far for water quality projects by the Cape Cod and Islands Water Protection Fund.

## **Cape Cod Freshwater Initiative:**

This is a science-based, information driven planning process to protect and restore Cape Cod freshwater resources, supported by nearly \$2.5 million in funding from the County. In 2022 the CCC updated the Pond and Lakes Atlas, created an interactive Pond Viewer, developed pond profiles for each Cape town, and researched remediation and restoration strategies. A regional pond monitoring program is in development with the Association to Preserve Cape Cod, APCC.

## **Cape Cod Ponds Network:**

This Network serves as a forum for pond stewards and stewardship organizations. Coordinated by the Commission and the APCC, it includes over 40 pond organizations. Feedback from these meetings informs the Cape Cod Fresh Water Initiative and helps advance the development of strategies and solutions to improve pond health that are identified through the initiative.

## **Cape Cod Ponds And Lakes Atlas:**

Cape Cod's ponds and lakes are dynamic natural systems that contribute to the region's identity. These are fragile ecosystems, whose health is increasingly threatened by human activities in and around them. As a resource for improving the health of ponds and lakes on Cape Cod, the Atlas examines 890 freshwater bodies, covering pond ecology, water quality, and strategies to restore pond health. It provides a current assessment of these ponds, the threats they face, and demonstrates the need for action to improve and adequately manage these valued and unique resources. It supports renewed and expanded efforts on pond management within the region.

The **Pond Atlas Viewer** is an online map-based tool that allows users to view available data on all ponds and lakes on Cape Cod. The Atlas and the Pond Viewer can be used to explore the Cape's ponds, their ecology, and the challenges they face.

## **Cape Cod and Islands Water Protection Fund:**

The Cape Cod and Islands Water Protection Fund (CCIWPF) was established by the Massachusetts Legislature in 2018 to help Cape Cod and Islands towns pay for necessary wastewater infrastructure and water quality remediation projects. Its source of revenue is a 2.75% excise tax on traditional lodging and short-term rentals. The fund is overseen by a management board comprised of representation from all 15 towns in the region. The Commission provides administrative and technical support to the board. Projects proposed by member communities and listed on the Massachusetts Clean Water Intended Use Plan for State Revolving Fund loans are eligible for subsidies from the CCIWPF. To date, the CCIWPF has awarded \$98 million to Cape communities to fund new water quality and wastewater projects and certain pre-existing wastewater debt.

## **Climate Action Plan Implementation:**

The Cape Cod Climate Action Plan provides a framework for adapting to and mitigating the impacts of climate change on Cape Cod. CCC staff have developed a suite of resources that support local efforts to address climate impacts within their communities:

- **Climate Ambassador Program:**

The Climate Ambassador Program is an initiative to educate, engage and empower young people on Cape Cod to work together to combat climate change. Selected students in grades 9-12 attend a series of

virtual meetings to develop a better understanding of climate change, learn how to communicate effectively about climate, and learn what actions can be taken individually and collectively to bring about change. Twenty-two students participated in meetings held from January-May 2022, including one Sturgis East Charter student from **Brewster**.

- **Low Lying Roads Project:**  
This Project examines vulnerabilities in the roadway network and identifies solutions. The CCC worked with the Woods Hole Group to conduct vulnerability assessments of roadway segments, bridges, and culverts due to flooding from the combined effects of sea level rise and storm surge. A workshop and site visit were held in **Brewster** and the Town will receive 3 conceptual designs and estimated costs for alternative solutions for 2 roadway segments. This should provide enough information to choose a solution and seek funding for implementation. The funding is part of \$32.8 million in grants awarded to cities and towns in August 2022 through the Executive Office of Energy and Environmental Affairs.
- **Floodplain Design Guidelines:**  
Work is underway to create additional regulatory tools for development in the floodplain, including coastal floodplain zoning bylaw and wetland regulations.
- **Stormwater:**  
A new **Storymap** simplifies **estimating** the impacts of stormwater runoff. It estimates major stormwater concerns: flooding, nutrients and sediment can be calculated.
- **Hazard Mitigation Plans:**  
CCC staff provided assistance in preparing Hazard Mitigation Plans and all 9 participating Cape towns received high marks for their Hazard Mitigation Plans in the Community Rating System. Each town is reviewed every five years, and score increases lead to improved flood insurance rates, as has happened in **Brewster**.

#### **Transportation Outreach:**

The Cape Cod Commission joined regional and state-wide efforts to celebrate bicycling as an alternative to driving motor vehicles during Bay State Bike Month, held in May 2022. Commission staff participated in the **Brewster** Bikeways Committee's **Brewster** Bike Fest, held on May 21, 2022 at the Eddy Elementary School, hosting several outreach tables to share information about

the Transportation Improvement Program and the Unified Planning Work Program, as well as raise awareness about bicycling on Cape Cod.

- **Prioritizing Transportation safety:** each year staff review safety issues in the region and identify safety projects, with particular attention paid to bicyclists and pedestrians.
- **The Complete Streets Program:**  
This program provides direct local assistance and efforts such as corridor and planning studies, road safety audits, safety studies and regulatory review of developments. It seeks to address the mobility needs of all users, cyclists, pedestrians, persons with disabilities, and transit riders. **Brewster** was reviewed in 2021, making it eligible for funds to create a prioritization plan and reimbursement of costs for eligible construction expenses. The study explored transportation improvement alternatives to reduce conflicts, improve traffic flow and incorporate multi-modal transportation options in **Brewster** while furthering the creation of vibrant, pedestrian and bicycle oriented mixed-use centers throughout the Town.
- **Electric Vehicle Infrastructure:** In support of Cape Cod Climate Action Plan greenhouse gas emissions reduction goals, the Commission developed a Model Municipal Electric Vehicle (EV) bylaw, serving as a resource for Cape communities seeking to incorporate EV charging infrastructure in their bylaws.
- **New Bridges Needed for Cape Cod:**  
The Bourne and Sagamore bridges are instantly recognizable landmarks that serve as the symbolic and literal gateway to Cape Cod. US army Corps of Engineers and Mass DOT continue working on a plan to replace the bridges and improve the area's transportation network. The Cape's legislative delegation and community leaders highlighted key priorities, including improved pedestrian and traffic safety, highway improvements on Route 3 and the importance of having an iconic bridge design that reflects the beauty of Cape Cod. The CCC, Cape Cod Chamber of Commerce and APCC formed a Canal Bridges Task Force to share information, assist with outreach efforts, collect, and coordinate input and advocate for the replacement of the Bourne and Sagamore bridges in a manner that is in the best long term interest of the region and its people.



- **Work Underway for 2024 Regional Transportation Plan (RTP):**  
A long range comprehensive plan that includes all the Cape’s modes of transportation, the RTP is the primary means by which federal and state entities allocate funds to the Cape’s transportation needs. The RTP includes strategies to meet Climate Action Plan goals to reduce vehicle miles traveled, support low and no-carbon transportation options, and accelerate the electrification of the transportation system.

**Regional Housing Strategy:**

Work is underway to address housing supply, affordability, and availability issues by identifying appropriate areas for housing development and creating policies and strategies to further the plan’s goals. The CCC has done town-by-town and regional housing profiles and typologies to help understand the current housing landscape. Assisting in this work is an update of the 2017 Housing Market Needs Assessment, completed in December 2022. The update was requested by the towns of Sandwich, Chatham, Barnstable, and **Brewster**.

**License Plate Grant Program:**

In 2022 the APCC and Housing Assistance Corporation (HAC) launched Grow Smart Cape Cod; a mapping project that illustrates priority areas for natural resource protection and for affordable moderate-density housing development. The project identifies places where environmentalists and housing advocates agree that housing should be built because it will have the greatest positive impact on Cape Cod’s environment, community, and economy, and identifies areas where the focus should be on the protection of natural resources.

**Childcare Needs Assessment Report:**

To turn the tide for childcare on the Cape and Islands, the Early Education and Childcare Needs Assessment recommends that state and regional stakeholders work to expand access to affordable early childhood programming, particularly for families who are financially strained yet over-income for vouchers, and strengthen salaries and

benefits for early education and care staff. Areas identified for targeted high-impact investments:

- Provide town residents with childcare scholarships
- Support affordable housing for childcare workers
- Recruit new talent from the community
- Bring employers into the mix to shepherd parents back to the workforce.

**Brewster Open Space and Recreation Plan:**

Staff provided technical assistance to Brewster in an update of the Brewster Open Space and Recreation Plan. This plan provides a comprehensive assessment of the Town’s open space and recreational needs and establishes a framework for addressing the community’s goals through clear statements regarding natural and water resources conservation, open space protection, and provision of public recreational opportunities to meet the needs of Brewster’s current and future populations. The plan’s inventory of lands of conservation and recreation interest provides both a reference document and memorializes the current status of these important community resources. The final draft was approved by the state in October 2022.

Brewster faces many challenges as we approach capacity. How we preserve and protect what we cherish – the quiet rural beauty, historic character, protected open space, our 80-plus ponds, pristine water supply, watershed areas and critically now...how we respond to our community housing needs, wastewater and stormwater issues, pond health and water supply protection, as well as climate change and coastal resilience issues, will determine the character and future of our community and the entire Cape region.

As your representative to the Cape Cod Commission, I thank you for the privilege of working on behalf of our community to maintain a strong voice for Brewster on these important local and Cape-wide issues.

Respectfully submitted,  
Elizabeth Graham Taylor, Brewster Delegate

# REPORT OF THE CAPE COD REGIONAL TRANSIT AUTHORITY

The Cape Cod Regional Transit Authority (CCRTA) has provided in Brewster 8,418 one-way passenger trips from January 2022 through December 2022(CY22).

CCRTA provided 41 Medicaid trips, 375 Day Habilitation trips, 181 ADA trips as well as providing 11 Brewster residents with 28 trips to Boston area hospitals.

CCRTA provided 103 general public clients in Brewster with DART (Dial-a-Ride Transportation) service during CY22. These clients took a total of 3,956 one-way passenger trips during this time period.

The deviated fixed route Flex serves the towns of Harwich, Brewster, Orleans, Eastham, Wellfleet, Truro, and Provincetown. A total of 3,278 one-way trips originated in Brewster for the Flex route for

the calendar year 2022. The total ridership for the Flex for this period was 99,394.

The fixed route Hyannis to Orleans (H20) serves the towns of Barnstable, Yarmouth, Dennis, Harwich, Brewster, Chatham and Orleans along the Route 28 corridors. A total of 559 one-way trips originated in Brewster for the H20 route for the calendar year 2022. Total ridership for the H20 route for this period was 142,126.

CCRTA supplied the Brewster Council on Aging with two Mobility Assistance Program (MAP) vehicles that provided 1413 rides for calendar year 2022.

Route maps, schedules, fares, Google Transit Trip Planner and the latest news about Cape Cod public transportation services are provided at [www.capecodrta.org](http://www.capecodrta.org), as well as links to many other transportation resources.



# REPORT OF CAPE LIGHT COMPACT

Cape Light Compact JPE is an intergovernmental organization consisting of the 21 towns on Cape Cod and Martha's Vineyard and Duke's County. The Compact's mission is to serve our 205,000 customers through the delivery of proven energy efficiency programs, effective consumer advocacy, and renewable competitive electricity supply.

Effective July 1, 2017, the Cape Light Compact reorganized itself as a joint powers entity pursuant to Massachusetts General Law Chapter 40 Section 4A1/2, becoming the first joint powers entity in Massachusetts. Reorganizing as a joint powers entity protects member towns from potential liabilities and mandates greater financial accountability through expanded reporting requirements to the Massachusetts Department of Revenue and member Towns, and designation of Treasury functions to an independent entity.

## POWER SUPPLY

During calendar year 2022 (CY22), the Compact's power supplier for all residential, commercial, and industrial customers was NextEra Energy Services of Massachusetts (NextEra). The Compact is pleased that our residential price in CY22 remained price-competitive with the utility's basic service residential price, while also being 100% renewable.

The Compact has been a green aggregation since January 2017, matching Compact power supply customers' annual electricity usage above the mandated state requirements with voluntary renewable energy certificates (RECs) to provide a 100% renewable product. By retiring RECs to match the Compact's customers' usage, Compact customers are financially supporting renewable energy resources, including resources located on Cape Cod. In addition, NextEra deposits all premiums paid for voluntary RECs, plus their supplier and retail fees (expected to total over \$3 million per year), into a trust fund to be used solely for the development of new renewable energy resources. By purchasing electricity through the Compact, all Compact power supply customers are supporting renewable energy and acting locally to combat climate change.

The Compact received energy and RECs from a solar PV project, Farmington Solar, in Maine. The Compact entered into a long-term fixed price contract for energy and Class 1 RECS from just under 5 MW of this project as part of the Compact's

commitment to renewable energy and price stability.

At a regional level, New England continues to face electricity pricing spikes during the winter months. Over the last fifteen years, New England has greatly increased its reliance on natural gas for electricity production; however, natural gas pipeline capacity has not substantially increased during that same period. This creates a supply shortage of natural gas for electricity production during winter cold snaps, and therefore increases prices for electric generators, which is passed on to all New England power supply customers. Until such time as this issue is resolved, either through additional natural gas or electric transmission infrastructure, demand reduction, or other targeted programs, the possibility of future high winter pricing remains, and as such, consumers should still expect seasonal pricing fluctuations for the foreseeable future.

This winter especially, consumers should expect to see a significant increase in electricity prices. These increases in prices reflect the increase in New England-wide wholesale electricity market prices which is largely driven by increased natural gas prices due to the war in Ukraine and a reduction of alternative sources of electricity generation (e.g., coal, nuclear). The Compact will continue to seek ways to help customers reduce their electricity costs through innovative energy efficiency programs to mitigate the impacts of higher winter electricity pricing.

As of December 2022, the Compact had approximately 6,620 electric accounts in the Town of Brewster on its power supply.

## CONSUMER ADVOCACY

Since 1997, Cape Light Compact has advocated for the ratepayers of Cape Cod and Martha's Vineyard at the local and state level.

In CY22, the Compact focused on the following regulatory proceedings at the Massachusetts Department of Public Utilities (DPU):

- Grid modernization (DPU docket 21-80):
  - The Compact participated in this docket with a focus on ensuring that customers on the Cape and Vineyard are able to benefit from Eversource's proposed grid modernization and advanced

- metering infrastructure (AMI) investments. The Compact’s key concern is that municipal aggregations and their competitive suppliers be able to access the data available through smart meters in order to design and offer time varying electric rates to their customers.
- Electric vehicles (DPU docket 21-90):
  - The Compact participated in this docket with a focus on ensuring that Cape & Vineyard customers are able to benefit from the Make Ready incentives available to customers for installing electric vehicle supply equipment. The docket remains open.
- Eversource rate case (DPU docket 22-22):
  - This rate case determines the charges Eversource is allowed to impose on the distribution side of the electric bill, meaning that this rate case affects all residents and businesses on Cape Cod and Martha’s Vineyard.
  - The Compact focused on Eversource’s rate design proposal to advocate for equitable allocation of costs between rate groups and rate classes.
  - The Compact also focused on the bill impacts of Eversource’s proposed increase to the fixed customer charge.
- Solar Massachusetts Renewable Target (SMART) (DPU docket 20-145):

- The Compact participated in this docket with a focus on allowing customers of municipal aggregations to benefit from the SMART program’s Low-Income Community Shared Solar incentives. The docket remains open.

In the fall of CY22, the Compact redesigned its Cape & Vineyard Electrification Offering (CVEO) to align with legislation that passed as part of the Massachusetts Climate Act in the summer of 2022. The redesigned CVEO would serve 100 non-gas heated low- and moderate-income participants, installing cold climate heat pumps and solar PV. A limited number of customers would also receive battery storage. The Compact filed its redesigned CVEO with the DPU in November 2022 and awaits an order.

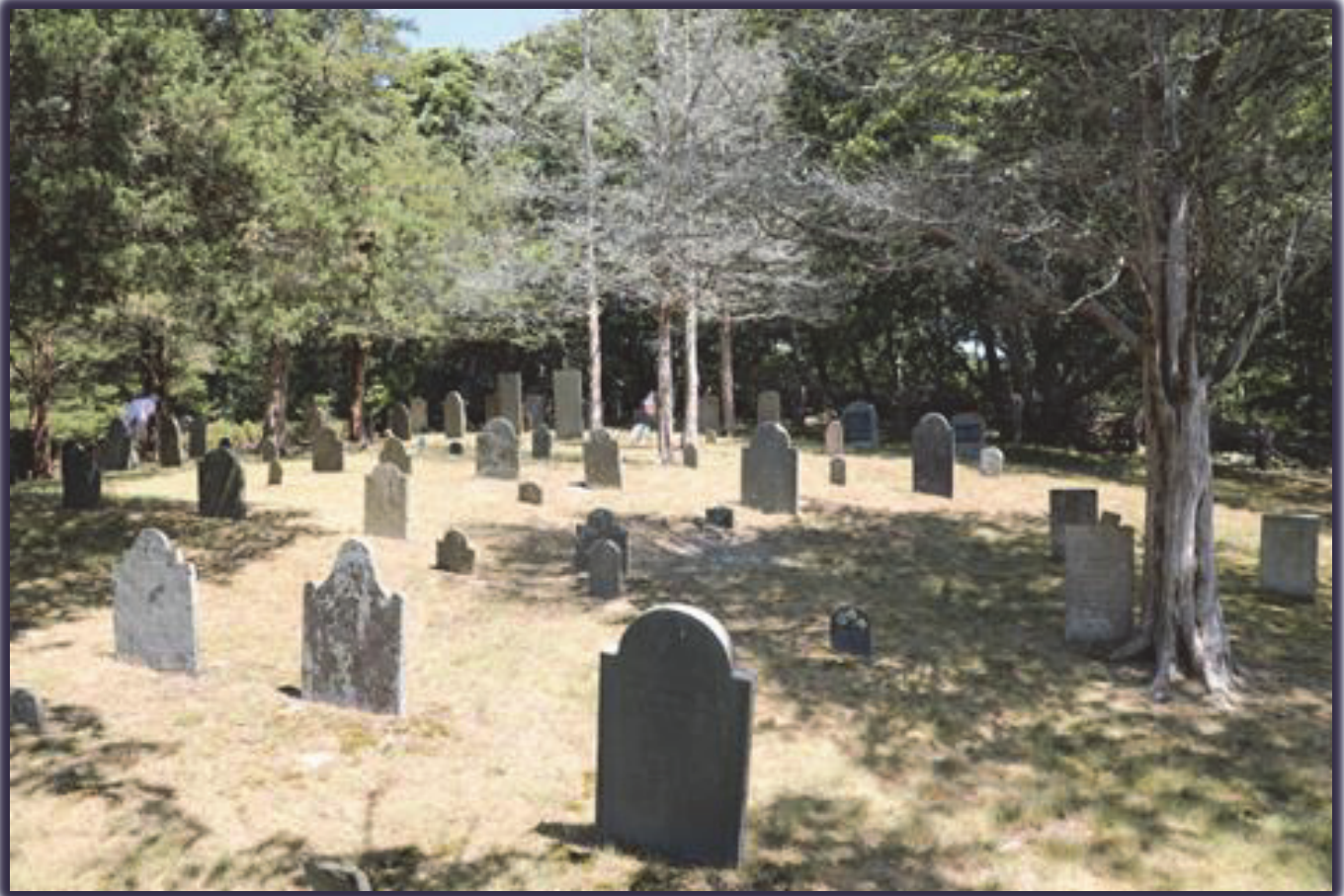
### ENERGY EFFICIENCY

Energy Savings for Brewster Participants:  
*Note: this data does not include activity that occurred in December 2022. Please visit [www.capelightcompact.org/reports](http://www.capelightcompact.org/reports) for complete information.*

Funding for the energy efficiency programs (i.e. energy audits for homes and businesses, rebates on the purchase of energy efficient appliances and energy education in our schools) comes from the monthly customer “energy conservation” charge on each customers’ electric bill, which is multiplied by the number of kilowatt hours used during the month (\$0.04053 for residential customers and \$0.01726 for commercial and industrial customers).

Jan – Nov 2022	Number of Participants	Customer Savings	kWh Saved	Rebates/Incentives Paid to Customers
Low Income	147	\$12,708.60	63,543	\$225,631.87
Residential	970	\$50,683.20	253,416	\$1,150,909.98
Commercial	30	\$43,758.00	218,790	\$99,952.73
<b>Total</b>	<b>1,147</b>	<b>\$107,149.80</b>	<b>535,749</b>	<b>\$1,476,494.58</b>

# REPORT OF THE CEMETERY COMMISSION



The Cemetery Commission met 8 times during 2022, keeping track on the number of lots sold (particularly in the green section of the cemetery). All meetings were virtual. There were no members of the public at these meetings, even though virtual connections were offered.

Hannah Narkon asked for a change in plot allocation. She asked to be allowed to purchase the plot which is in Section B Row 2 Right 18, and the 2 plots above so that her family can all be together. The Commission, after review, decided it could be done without causing any difficulty to others.

Robert A Slavin asked that Kathryn Bormann be allowed to use plot 34F at Pine Grove Cemetery, which is currently closed. The Commission agreed.

The Commission approved the proposal submitted by Kai Nalenz of Gravestone Services of New England for repair of several slate and marble graves at Sears Cemetery which were vandalized. The repair will be done in the spring of 2023.

The Commission is making efforts to recruit members, but responsibilities such as cleaning gravestones can dissuade prospective members from joining.

The focus of the year has been the completion of work in Sections A, B, and Section C, the Green Burial area. These are all located in Brewster Memorial Cemetery, the only active one of the 7 cemeteries.

# REPORT OF THE CHAMBER OF COMMERCE



In Fiscal Year 2022, the Chamber was able to reopen the Information Center in Town Hall on a limited basis while continuing the Welcome Bag program that was started in 2020. In addition, a computer dedicated for use by people needing a beach parking pass was made available with Chamber staff providing assistance. Numbers in the Information Center have been down considerably since the introduction of the computer-based pass program. The Chamber is now working on ways to increase visibility and attract more people.

Recovery from the Pandemic was still taking place in FY22 but one of the first things to return was the monthly face-to-face B2B Network Development Meetings that had been put on hold for the previous year and a half. The first event, held in September, attracted more than 50 members to celebrate being “back together” again. Each month at these events the attendance continued to grow.

Also back was the Chamber’s partnership event with the Cape Cod Museum of Natural History: Halloween Hy-Jinx held on Halloween weekend. This day of fun provides a safe place for children to

wear their costume and “trick or treat” while doing crafts and other activities throughout the museum.

Attendees generally spend about an hour exploring. The Chamber recruits’ volunteers to help in the parking lot and to provide non-food treats to be handed out.

For Brewster for the Holidays, after a year being virtual, the annual tree lighting at Drummer Boy Park was in person again. Turnout was moderate, but everyone there was thrilled with the late-afternoon event that had caroling around the tree and Santa arriving by firetruck. The weekend of events throughout town were lightly attended, but in general everyone enjoyed a festive time. The weekend ended with Pictures with Santa at the Cape Cod Museum of Natural History where parents/caregivers could take pictures of their child while being socially distant from Santa. More than 100 people visited for this event.

In FY22, for the first time the Brewster in Bloom Fine Arts and Crafts Show was held in Drummer Boy Park. Thanks to Chamber member Castleberry Fairs, the Chamber had some guidelines for setting

up the artists' booths and for parking. We learned that many of our favorite artisans would not be returning to the show for a variety of reasons including the lack of shows during the pandemic, retirement, and physical issues. We did attract just over 60 artisans for the show, which was a success.

The FY22 Brewster in Bloom Town Parade was an exciting, huge success! After three years of not taking place, people were ready to get out and celebrate "Honoring Hometown Heroes". It was a gorgeous, mild, and sunny day and the crowds lining Main Street were the biggest in a long time. While the parade itself only had 31 units, it still managed to thrill everyone with the colors and sounds as they marched along.

Throughout FY22 the Chamber's Executive Director participated in the Town's Business Coalition virtual meetings now held twice a year. This has been a good way to keep the various sectors of the business community in touch with Town Department Heads as well as each other.

And she also participated in Local Cape Chambers Collaborative (LC3) virtual meetings that included representatives from the Massachusetts Office of Business Development. These meetings are held twice monthly. In FY22, the group as LC3 was able to acquire a grant from the State's Office of Travel and Tourism to help promote our individual guide

publications. The funds were distributed equally to the 14 partner Chambers, used to help off-set the costs of marketing and advertising.

The Mission of the Brewster Chamber of Commerce (BCC) is to "strengthen, promote and support the economic feasibility, cultural richness, environmental sensitivity, and social needs of Brewster. The Chamber encourages the spirit of fair trade and good business practices." This mission is met through a variety of programs and events undertaken by the Chamber including but not limited to the Business-to-Business Network Development meetings, Small Business Excellence Award, Member Advertising Program, Brewster in Bloom, Brewster for the Holidays, Halloween Hy-Jinx, and Small Business Saturday. In addition, the Chamber partners with Cape and Islands SCORE, Community Development Partnership and the Local Cape Chambers Collaborative to bring workshops and programs of interest to the business community. The two, part-time year-round professional staffers facilitate the work plan of the Board of Directors and assist Chamber volunteers. Two seasonal part-time staffers work for 14 weeks in the summer to assist in providing visitor services.



# REPORT OF THE COMMUNITY PRESERVATION COMMITTEE



The Community Preservation Committee is dedicated to the important work of helping make Brewster a better place to live through support of appropriate projects in Historic Preservation, Community Housing, Recreation and Open Space Acquisition.

Now in its sixteenth year, the Brewster Community Preservation Committee (CPC) receives its funding from Brewster taxpayers through a 3% surcharge on local real estate taxes and a supplemental amount from State government as provided under the MA Community Preservation Act (CPA). The State government "match" comes from a small statewide fee on real estate transactions. From 2005-2007 the State provided a 100% match, which percentage has declined ever since. The FY23 State match was 54.22%. Through December 31, 2022 over \$20.6 million in CPA revenue has been raised: \$14.5 million locally and \$6.1 million from the state match.

The CPC reviews applications for funding and considers recommendations from the Open Space Committee, Recreation and Historical Commissions, and the Housing Partnership before

submitting articles for consideration by Town Meeting voters.

Over its history, the CPC has recommended, and Town Meeting has approved the following net expenditures for activities and projects that have been completed or are in progress: 30 Historic Preservation awards totaling \$3,247,217; 33 Community Housing awards totaling \$4,541,996 ; 15 Recreation awards totaling \$1,605,000 and 21 Open space awards totaling \$8,663,494. Town Meeting approved \$830,717 in funding for CPC referred projects in 2022. In addition to these projects, Open Space funds were used to pay \$196,658 toward bonded indebtedness.

## **New 5 Year Community Preservation Plan FY23-FY27**

Historically, the Committee has had enough money to fund all of the CPA eligible requests that have been presented. In 2021, in reviewing the pipeline of possible applications, it became apparent that there is a possibility that the amount of eligible requests could exceed available CPA funds in the near future. In the late summer 2021, consultant JM Goldson was hired to develop a 5 Year Community Preservation Act Plan. The plan was completed in early March of



2022, approved by the CPC in March and by the Select Board in August.

The new CPA Plan provides a framework for the Committee to guide future funding decisions, including guidelines for evaluating regional projects. The plan establishes overall CPA goals as well as specific goals for each CPA eligible category. The final plan also included two recommendations: 1) Amending the Town Bylaw to remove the customized allocation requirement and to defer to the statutory minimums of 10% for each of the three categories: community housing, open space and recreation, and historic preservation. 2) In addition, that the CPC establish a non-binding 5 Year Target Allocation Policy to guide funding allocations to address the top community priorities of Community Housing and Open Space.

**Four projects were approved at the May 14, 2022 Town Meeting.**

**1. Historic Preservation: \$22,617**

Brewster Historical Society- Digitization of Ellen St. Sure Collection: This article funded the digitization and preservation of the Ellen St. Sure research collection. Former Town Archivist and Brewster history enthusiast Ellen St. Sure compiled her own personal research files about Brewster residents, houses, and businesses. This collection was gifted to the Brewster Historical Society with the understanding that they would maintain the collection and make it accessible to researchers. The Society will digitize the research collection and make it available via their website with links to the Town website and the Brewster Ladies Library website.

Total Project Cost: \$35,441.50

CPC Request: \$22,617 CPC Vote: 8-0-1

**2. Community Housing: \$66,900**

Town of Brewster Town Administration- Housing Coordinator: This item funded the part-time Housing Coordinator position. The Community Preservation Committee has supported the Housing Coordinator position since 2017. The hiring of a Housing Coordinator was identified as a key strategy in the Brewster Housing Production Plan. The Housing Coordinator holds hours for the public weekly, supports multiple Town committees, including the Housing Trust and Housing Partnership, works with regional housing agencies and organizations in Town to promote housing choice. The Housing Coordinator is an integral part of the Town housing efforts, outlined in both the Town Vision Plan and the Select Board Strategic Plan. The Housing Coordinator helps to acquire,

create, preserve, and support community housing. Two years ago, the Housing Coordinator's work hours were increased to 25 hours per week, due to the growth of housing programs and initiatives. The FY23 request is to continue the position at 25 hours per week with the CPC providing funding for the salary and the Town providing funding for all benefits of the position. Our housing program continues to be a partnership of many Town entities.

Total Project Cost: \$89,150

CPC Request: \$66,900 CPC Vote: 8-0-0

**3. Community Housing: \$15,000**

Community Development Partnership (CDP)-Lower Cape Housing Institute (2-year funding):

This funds the sixth and seventh years of CDP's Lower Cape Housing Institute, training that equips local elected and appointed officials with the knowledge and skills needed to support the creation of more year-round housing in the Lower Cape, including Brewster. Local elected and appointed municipal officials and Town staff need training and technical assistance in the complexity of developing and managing housing that is affordable to year-round residents.

Total Project Cost: \$123,350

CPC Request: \$1500 CPC Vote: 7-0-0

**4. Community Housing: \$105,000**

Pennrose/Orleans Cape Cod Five-Affordable housing at former Cape Cod Five Operations Center in Orleans: This article funded a request from Pennrose LLC. They proposed to re-use the former Cape Cod Five bank headquarters building in Orleans, combined with a new construction addition and two separate townhouse buildings, as mixed-income and affordable housing. Together, the refurbishment and new construction will provide 62 rental units, including 52 affordable units and 10 middle-income "workforce" apartments. The existing structure consists of an original 1978 building and a 1990s addition. The building served as the headquarters and operations center for the Cape Cod Five Cents Savings Bank from 1978 until 2020. The site has been the subject of multiple feasibility studies led by the Town of Orleans, seeking to identify the best, most appropriate use for the site after the bank's departure. The proposed re-use program has been developed in cooperation with the Town of Orleans and closely mirrors the "preferred development scenario" identified by Town staff and the general public in its recent study. The site enjoys strong access to shopping, a grocery store, public transportation, and other

amenities, making it an ideal location for affordable and mixed income housing.

Developer Pennrose requested CPA funds from multiple Cape towns, recognizing that progress towards regional housing creation and affordability goals benefits all of the area's communities. Town Meeting voters in these towns approved funding: Orleans (\$2 Million), Eastham (\$100,000), Provincetown (\$20,000), Harwich (\$100,000), Chatham (\$100,000), Truro (\$100,000) Pennrose requested \$100,000 of Brewster CPA funds for construction expenses. The CPC request included an additional \$5,000 to be set aside to pay for Brewster CPC legal and administrative expenses related to the award.

Total Project Cost: \$27,705,000  
CPC Request: \$105,000          CPC Vote: 8-0-0

### **5. Open Space: \$196,658**

#### Community Preservation Bonded Debt Service:

This item paid \$196,658 in FY 2023 for principal and interest for three CPA open space acquisitions that were financed via long term bonding: BBJ Cranberry Trust 1&2 (\$2.5M for 50 acres in West Brewster by Mother's Bog) and Bates (\$675k for 36 acres in the Punkhorn).

The CPC inherited an existing land purchase program enacted under prior state legislation providing for a Cape Cod Land Bank. In addition, the CPC inherited responsibility for a long-term bond issued by Brewster to finance a prior purchase, which has now been paid off. The Town has issued additional bonds for three purchases since 2006, but the level of indebtedness on land purchases is relatively unchanged since the CPC was formed. Bond payments are from CPC open space funds.

As a part of acquiring open space parcels, the Town standardly applies for State LAND Grants. From 2006 through 2022 Brewster acquired 21 open space properties (including Conservation Restrictions) totaling 304 acres with a total acquisition price of \$16,279,900. State LAND grants, as well as other funding was secured for these purchases resulting in a net cost of 53.2% or \$8,663,494, with a final per acre cost of \$28,498.33. Less funding has been available in the last few years, making individual land grants harder to obtain. However, the Open Space Committee has worked closely with the Brewster Conservation Trust and the Compact of Cape Cod Conservation Trusts to foster partnerships with other conservation trusts, as well as neighboring towns to purchase a

number of properties, resulting in reduced costs to Brewster, even without State LAND grants.

### **6. Town Code Amendment to Community Preservation Bylaw.**

Town meeting adjourned due to lack of a quorum before a vote was taken on this article.

### **Two projects and one Bylaw Amendment were approved at the November 14, 2022 Town Meeting:**

#### **1. Historic Preservation: \$357,200**

##### Brewster Historical Society – Relocation and Restoration of Brewster Schoolhouse #3:

The Historical Society will flake Schoolhouse #3 at 2342 Main Street and move it to Windmill Village at Drummer Boy Park. The structure is the last remaining of the Town's (5)-19<sup>th</sup> Century schoolhouses. It will be re-assembled and restored as a schoolhouse and will also include a cranberry history display, as this was part of its history. The cost includes associated expenses for permitting, historical consultation, furnishings, equipment, connection of utilities and services. The funding request included an additional \$10,000 set aside to pay for CPC expenses for historical consulting services related to the project.

Total Project Cost: \$347,200  
CPC Request: \$357,200          CPC Vote:8-0-0

#### **2. Open Space: \$264,000**

##### Open Space Committee: 0 Holly Avenue (Rear).

This article enabled the Town to continue its partnership with the Brewster Conservation Trust (BCT) working together to preserve critical open space, in this case, 4.925 acres abutting the Town's Baker's Pond Conservation Area. The acquisition preserves a walking trail that connects existing Town trails with Nickerson State Park.

The towns of Brewster and Orleans, along with the BCT, own 140 acres of conservation land to the east and south of this land acquisition. These entities jointly manage the two-mile public walking loop trail there, with parking on Baker's Pond Road. BCT will purchase the land for \$360,000. This article appropriated \$250,000 in CPA funds to place a conservation restriction on the property, which will be held by the Town, plus \$14,000 to cover additional expenses.

Total Project Cost: \$360,000  
CPC Request: \$264,000          CPC Vote:8-0-0

### **3. Town Code Amendment to Community Preservation Bylaw: APPROVED**

#### Community Preservation Committee:

In May of 2005, Brewster voters adopted the Community Preservation Act (CPA). The Act appropriates a 3% surcharge on the Town's real estate tax revenues, which are reserved in a special fund to finance projects and programs for the purposes of preservation of open space, recreation, community housing, and historic preservation. The state distributes matching funds, which vary from year-to-year. Since 2005, CPA funds have supported about 104 community preservation projects in Brewster. These initiatives have included capital improvements, land acquisitions, assistance programs, as well as various plans and studies.

At the time of adoption, Brewster established a unique allocation formula for these funds, as outlined in Section 17 of the Town bylaw: 50% for open space, 10% for community housing, and 10% for historic preservation. The 30% balance has been available for housing, historic preservation, and/or active or passive recreation projects. The primary reason for this customized approach was that Brewster, like many other Cape towns at the time, was converting funding balances and financial obligations from the Cape Cod Land Bank and wanted to maintain its capacity to finance open space purchases. Unspent funds in each category are rolled over into the next fiscal year.

As required by statute, the Community Preservation Committee (CPC) annually holds a public hearing to identify and discuss upcoming community needs and planned projects. In recent years, it became increasingly apparent that anticipated CPA requests would outpace available funds. In May 2021, Town Meeting approved funding to develop a 5 Year Community Preservation Plan (CPP). Since then, the CPC has worked with a consultant to study existing Town plans, quantify anticipated funding requests, and solicit stakeholder and resident input.

As a result of this analysis, the CPC recommends modification of the Town's bylaw to follow the statutory distribution formula that all but one other municipality currently have in place: 10% for open space and recreation, 10% for community housing, and 10% for historic preservation.

The CPC determined that the statutory formula allowed the most flexibility to respond to

expected funding requests and any new requests that may emerge from the former Sea Camps properties planning processes in the next few years.

If approved, this change would take effect in July 2023, allowing a full fiscal year to make this transition. At the same time, the CPC has developed and adopted a Community Preservation Plan that establishes a Target Allocation Policy for each of the eligible uses of CPA funds beyond the baseline statutory disbursements that will inform their policy decisions in vetting projects in the next five years. The Target Allocation Policy percentages for FY24–27 are: 30% for Open Space, 30% for Community Housing, 10% for Historic Preservation, 10% for Recreation, with the remaining 15% unreserved and can be used to fund projects in any category, with up to 5% for CPC Administrative costs.

At the end of FY22, carryover reserve balances were as follows: Open Space - \$1,556,879, Community Housing - \$45,369, Historical - \$500,351, and Undesignated Reserve (for Recreation, Historical and Community Housing) - \$757,756.

Town Meeting will continue to have final approval authority over expenditure of all CPA funds.

In 2022 the Committee welcomed Christine Boucher as representative for the Brewster Housing Authority.

It is a privilege and pleasure to serve the Town in this manner. Our shared quality of life in Brewster is enhanced because we participate in the Community Preservation Act.

Faythe Ellis, Chair  
Sarah Robinson, Vice Chair  
Sharon Marotti, Treasurer  
Elizabeth G. Taylor, Clerk  
Roland W. Bassett, Jr.  
Christine Boucher  
Bruce Evans  
Peggy Jablonski  
Paul Ruchinskis

# REPORT OF THE CROSBY PROPERTY COMMITTEE



This was a year of transition and momentum. The Mansion and the “Friends of Crosby” were emerging from Covid and attempting to rekindle the events and magical feeling of Crosby Mansion. Properties Manager Brian Locke had decided to pass the torch to a new manager. Brian and the Locke family, as part of the “Friends of Crosby”, were responsible for resuscitating the Mansion beginning in early 1990’s. Richard Archer became the Properties Manager in late March. Brian and Sandy Locke were very helpful in the transition.

Thank you to Brian for all his commitment and love for the Mansion.

The Friends of Crosby had ambitious plans for the summer. It was decided that twenty Open House Summer Tours would be held, the most ever, every Wednesday and Sunday from 11am – 3pm. The tours included live docents, a newly finished patio, and an ornamental rug on the front lawn replicating Matilda Crosby’s famous tea parties. Original members (both in their 90’s) Bill Secor made repairs and Dottie Leone sold her books. 2,400 people attended the tours over the course of the Summer.



The spring involved a flurry of projects that had everyone rallying to clean the Mansion from the attic to basement. The beautiful gardens by Joni Kosmach were blooming. Many previous projects were resumed and many new projects were undertaken. Some included a re-org/outfitting of the shop with some needed power tools, and reorganization of the kitchen, annex, and supply areas. Second floor ceiling repairs were completed, front post patching, yellow shingle painting, and the somewhat “successful” patching of woodpecker holes took place. The Crosby Beach cottages were prepared, and the first guests welcomed in June. During this time the core Friends of Crosby worked collectively and trained the new manager about the mansion’s multi-faceted history. Other notable projects included a large renovation to the outdated reception hall. New paint of the old wooden support beams, a new wall to wall industrial carpet, and painting of the exterior shingles and wood beams

made it more appealing for function rentals and weddings. A new website was launched, a fee schedule introduced, and an attempt to bring weddings back to the Mansion. Public and private events included the April “Brewster In Bloom Open House” attended by 300 patrons from Provincetown to Mashpee. “Friends Volunteer Drive” in May recruited at least 10 new members including two local parents to bolster a self-described aging group in need of an influx. Other events included a “Docent Training Day”, “Tuesday Project Days” each week. It was a very hot summer but residents came out to support. The Renovation Hall was utilized by an adult education course on marine biology, and Crosby moved into September with the Friends of Brewster Elder’s fall soiree.

With a stage production background and the support of the Town, the new manager and the Friends

launched into “The First Annual Crosby Haunted Mansion” held on Oct. 21, 22, 27, 28, and 29<sup>th</sup> from 5:30-8:30 pm. Collaborating with the Nauset High School Drama Players and the Friends produced a multi-generational event. It took four months of planning, fabrication, and 100 professional and community members to manifest five sold out evenings of roughly 430 patrons each night.

It was felt that we had a successful year. The committee examined areas for change and generated many new ideas for moving ahead.

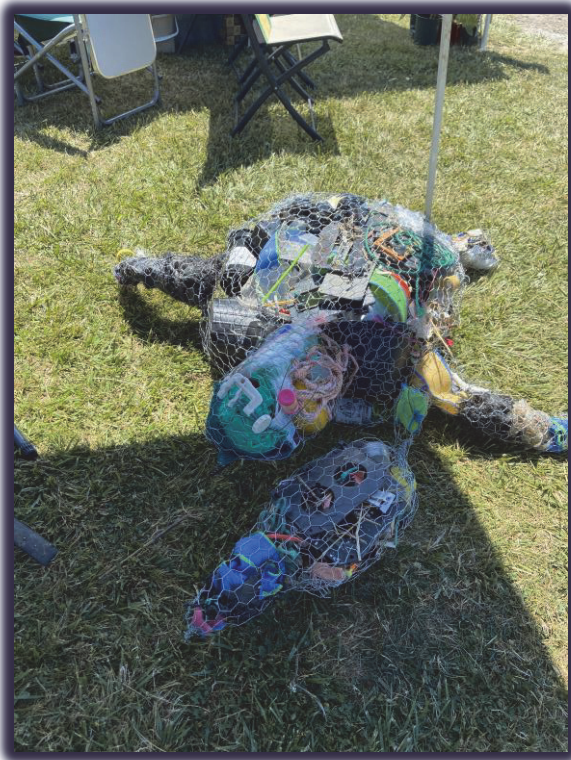
Respectfully submitted,

Richard Archer  
Crosby Property Manager



# REPORT OF THE CULTURAL COUNCIL

The Brewster Cultural Council receives support from the Commonwealth of Massachusetts and the Town to further art and culture in Brewster and Cape Cod for the benefit of Brewster residents. In 2022, this all volunteer council that meets once a month September through May, provided grants to the following 13 artists and organizations, for a wide range of projects in music, dance, film, theater, and arts education: Open Mic; the Harwich Historical Society Decoy making class; Truro Center for the Arts; Matt York, singer; the Alzheimer's Family Caregivers Support Center; Cape Cod Chamber Orchestra; Pitter Patter puppets; Eventide Arts Masterclass; Beyond the Bounds; Meeting House Chamber Music Festival; Davis R. Bates, storyteller; Outer Cape Chorale; and the Cape Cod Cape Verdean Museum and Cultural Center.



Many of these programs took place in Brewster, some involved and attracted residents to other Cape towns. The Council, partnering with the Brewster Ladies' Library, brought back the

month-long show of Brewster artists, hanging work from 30+ of our artist/residents. For all these events, over 2500 individuals attended/participated, with 200 artists, musicians, and performers providing a wide range of events and experiences. We were particularly proud of Brewster resident Lee Roscoe's film project, *The Warning*, which was selected for the Chelsea Film Festival in NYC.



The Council also created an Art in Action booth for Brewster Conservation Day, demonstrating what one of the middle school artists said: "I learned that art can be a way of teaching others about the problems in the world," as we placed tablets of endangered species into the lawn. Lastly, we ended the year in partnership with the Town's Recreation Department and the Brewster Garden Club, offering Art in the Afternoon at the Art Center on the Sea Camps property as part of Brewster for the Holidays.

The Council is developing a strategic plan to guide its efforts in providing resources, making connections, and encouraging programs that can have the most impact on the Town's cultural life. If you have ideas to share, please contact us at [brewsterculturalcouncil@gmail.com](mailto:brewsterculturalcouncil@gmail.com)

# REPORT OF THE ENERGY COMMITTEE

The Energy Committee is pleased to report the following revenue from the Town's solar installations and off-taking partnerships with other Cape Towns in partnership with CVEC:

Location	Dollars
Transfer Station	\$140,537
Eddy School	\$17,008
Stony Brook School	\$17,471
Additional revenue	\$48,466

<b>Total</b>	<b>\$223,482</b>
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Note: Additional revenue is from Green Energy contracts with CVEC.

The green energy contracts are for energy generated by solar arrays and wind turbines.

Solar panel installations at The Captains Golf Course main parking lot and the driving range parking lot came online in FY 2022. These are large arrays that generate clean renewable energy which goes into the Massachusetts electrical grid for residents use. The arrays at the main parking lot and the driving range have an estimated annual

production value of 1,488,000 kWh and 740,291 kWh, respectively. The town receives yearly lease yearly payments reflecting the potential value of electricity generated. The lease payment for FY 2022 was \$92,517. This lease payment is in addition to the revenue report above.



Submitted by

Edward Swiniarski, Chair  
 Richard Wolf, Vice Chair  
 Charles Hanson, CVEC Rep  
 Colin Odell, CLC Rep  
 Peter Soule



# REPORT OF THE FINANCE COMMITTEE

## Organization

The Finance Committee consists of nine members who are appointed by the Town Moderator. Three members are appointed each year so that members serve staggered three-year terms. The Committee meets throughout the year, usually weekly during the Town's budget review process. The Committee reviews all operating budgets as well as all Spring and Fall Town Meeting warrant articles.

## Purpose

The Committee's main purpose is to represent the interests of Brewster taxpayers and is therefore independent of the elected and appointed Town administrators. The Committee provides recommendations and guidance to voting taxpayers for their consideration at Town Meetings. Committee members also attend other Town board and Committee meetings as liaisons. Members expend significant personal time reviewing and evaluating department budgets, warrant articles, and reports.

## Activity and Recommendations

The Finance Committee held twenty-two meetings in 2022, including two Town Meetings. As restrictions were modified and the COVID-19 pandemic waned, the Finance Committee began to meet in person and use Zoom teleconferencing applications in a hybrid mode. All the meetings were public, and citizens were encouraged to attend and participate.

The Finance Committee made recommendations for all the warrant articles for Brewster's Annual Spring Town Meeting held on May 14, 2022, and the Special Town Meeting held on November 14, 2022. The Finance Committee offered recommendations on the Town's General Fund Operating Budget of \$24M (recommended 8-0-0), the Nauset Regional School Operating Budget of over \$12M (not recommended 2-6-0). The Committee also considered articles as diverse as the citizens petition to allow hunting in the Punkhorn Parklands, making the Golf Department an Enterprise Fund and the Local Comprehensive Plan.

Finance Committee members perform cost/benefit evaluations of Town governmental operations. Over the past few years, real estate taxes have become a larger percentage of total Town revenue. In the taxpayers' interest, the Committee will continue its thorough analysis of all expenses to promote efficiencies and prudent financial management practices.

The Finance Committee controls a \$100,000 Reserve Fund to provide emergency appropriations for any Town department that may request funding due to an unforeseen shortfall in their operating budget. Appropriation of these reserve funds requires a formal request through the Town Administrator, a public review by the Committee, and a majority affirmative vote of the Committee. As calendar year 2022 concluded, the Finance Committee considered the upcoming Debt Exclusion Vote for additional funds for the Nauset Regional High School Project. The Committee voted not to recommend the additional \$38M for cost overruns for the project. However, the Finance Committee did recommend voting in favor of the debt exclusion should the vote for the additional funds succeed. The Committee continues to have great concern over the growing debt obligations of the town and the additional third-party debt obligations from the Nauset Regional School District.

The Finance Committee will continue to perform analyses of the Town of Brewster's financial commitments and use their collective financial experience to make recommendations to the voters at Town Meeting.

Respectfully submitted,

Harvey (Pete) Dahl, Chair  
Frank Bridges, Vice Chair  
William Meehan, Clerk  
Andrew Evans  
William Henchy  
Alex Hopper  
Honey Pivrotto  
Robert Tobias  
Robert Young



# REPORT OF THE HEALTH AND HUMAN SERVICES COMMITTEE

AGENCY	FY24 Recommended	FY23 Award	FY22 Award
AIDS Support Group of Cape Cod	\$5,000	\$5,000	\$4,000
Alzheimer’s Family Support Center	\$11,000	\$11,000	\$10,000
Cape Abilities	\$7,000	\$7,000	\$7,000
Cape Cod Children’s Place	\$10,500	\$10,500	\$9,000
Consumer Assistance Council	\$600	\$600	\$600
Duffy Health Center	\$1,500	\$1,000	\$1,000
Elder Services of Cape Cod	\$9,120	\$8,600	\$8,600
Family Pantry of Cape Cod	\$5,000	\$5,000	\$5,000
Food 4 Kids–Church of the Holy Spirit	\$3,500		
Gosnold			\$12,000
Homeless Prevention Council	\$15,000	\$15,000	\$15,000
Independence House	\$12,000	\$10,000	\$9,000
Lower Cape Outreach Council	\$12,000	\$10,000	\$9,500
Nauset Together We Can	\$1,500	\$1,500	\$1,500
Nauset Youth Alliance	\$16,000	\$16,000	\$17,000
Outer Cape Health Services	\$15,000	\$15,000	\$15,000
Sight Loss Services	\$2,000	\$1,500	\$1,500
South Coastal Counties Legal Services	\$4,350	\$4,250	\$4,200
<b>Total</b>	<b>\$131,070</b>	<b>\$121,950</b>	<b>\$129,900</b>

This report contains the Health and Human Services Committee’s funding recommendations for 17 non-profit agencies that support Brewster citizens. We are grateful for the services of these 17 incredible agencies. Every year, these agencies help our neighbors through tough times, and times have never been tougher than they are now.

This year, we had two new applicants: (1) Cape Cod Christian Academy requesting \$10,000, and (2) Food 4 Kids sponsored by Church of the Holy Spirit requesting \$3,500. Both organizations are faith-based, so we contacted Town Counsel through Town Project Manager Conor Kenny. Town Counsel determined that the services provided by Cape Cod Christian Academy are not eligible for town funding due to the fact that Cape Cod Christian Academy is operating as a private school; the Committee voted unanimously to remove the application from consideration. On the other hand, Town Counsel determined that Food 4 Kids is eligible for town funding because the provided services are not religious in nature, and they are free to all children. The mission of Food 4 Kids is to provide free food and free books to Cape Cod children during the summer when school is out. In the summer of 2022, Food 4 Kids provided 2,684 free meals to Brewster children at an estimated cost

of \$16,138. The Committee voted unanimously to recommend fully funding the \$3,500 request from Food 4 Kids.

Of the 16 re-applying organizations, the Committee voted to recommend level funding for 10 organizations and increased funding for 6 organizations. In total, the 17 eligible organization requested \$141,070, and the Committee recommends granting \$131,070. Although the consensus of the Committee is that most organizations are worthy of full funding, the Committee did its best to trim as much as possible to be consistent with recent budgets. The Committee’s FY24 recommendation is 0.9% above the approved FY22 budget of \$129,900. (The FY23 budget was anomalous due to Gosnold’s unexpected withdrawal of its request of \$12,000.)

The needs of Brewster residents are on the rise, and the costs to meet those needs are also on the rise. A 2.5% annual budget increase allows us to recommend substantial funding for all the great organizations that apply, even if the 2.5% annual budget increase does not permit funding their requests in full. The impossible challenge is when new organizations apply. As it stands, in order to fund a new organization, we have to defund

returning organizations, but those returning organizations are continuing to do essential work at increasing costs. Going forward, the Health and Human Services Committee intends to consult with the Select Board, Finance Committee and Town Manager's Office to come up with a solution consistent with the values and economics of the Brewster community. One possible solution is that the Committee makes two sets of recommendations instead of the one traditional set for all applicants. The first set would be funding recommendations for returning organizations, and the Committee would follow town budgetary guidelines. The second set would be additional funding recommendations for the additional organizations. Of course, this is but one solution, and the Committee looks forward to working with the Select Board, Finance Committee and Town Manager's Office to come up with the right solution for Brewster.

Following is but one highlight from each organization that reapplied for funding:

**Aids Support Group of Cape Cod**, in FY22, in addition to a Cape-wide overdose prevention program, served 47 Brewster residents with prevention and screening services and 11 Brewster residents with medical case management.  
**Requested Funding: \$5,000**  
**Recommended Funding: \$5,000**

**Alzheimer's Family Support Center**, in FY22, served 279 Brewster residents for a total of 1,031 hours of services including support groups, ongoing phone support, counseling, care consultation, memory screenings, education, outreach and social and cultural events with a conservatively estimated total cost of \$36,085 per year.  
**Requested Funding: \$15,000**  
**Recommended Funding: \$11,000**

**Cape Abilities**, in FY22, served 19 Brewster residents with vocational training, supported employment, day habilitation, life skills, community-based day supports, residential services, adult family care and shared living.  
**Requested Funding: \$7,000**  
**Recommended Funding: \$7,000**

**Cape Cod Children's Place**, in FY22, served 125 Brewster parents and children with family support visits, play groups, and parenting education classes (700 Units of Service).  
**Requested Funding: \$11,000**  
**Recommended Funding: \$10,500**

**Consumer Assistance Council**, in FY22, closed 16 Brewster cases for whom they recouped/saved \$9,071.  
**Requested Funding: \$1,100**  
**Recommended Funding: \$600**

**Duffy Health Center**, through their In From The Streets Program in FY22, served 2 Brewster clients by providing 32 nights of emergency safe shelter with a conservatively estimated total cost of \$3,520.  
**Requested Funding: \$1,500**  
**Recommended Funding: \$1,500**

**Elder Services**, in FY22, delivered 8,731 free Meals-on-Wheels to 90 Brewster residents with an estimated total cost of \$107,827.  
**Requested Funding: \$9,120**  
**Recommended Funding: \$9,120**

**Family Pantry of Cape Cod**, in FY22, provided food (6,496 grocery bags of food), clothing, healthy-eating education and a mobile pantry to 557 Brewster residents, for an estimated total cost of \$53,873.  
**Requested Funding: \$5,000**  
**Recommended Funding: \$5,000**

**Homeless Prevention Council**, in CY21, provided case managers enabling a broad range of individualized services for 256 Brewster clients with an estimated total cost of \$86,058.  
**Requested Funding: \$18,000**  
**Recommended Funding: \$15,000**

**Independence House**, in FY22, provided an array of services including counseling, advocacy and basic needs to 290 Brewster children and adult survivors through programs such as the Child Witness to Violence Program and Child Sexual Assault Services with an estimated total cost of \$84,476.  
**Requested Funding: \$12,000**  
**Recommended Funding: \$12,000**

**Lower Cape Outreach Council**, in FY22, served 259 Brewster households through cash assistance, food, clothing, Thanksgiving baskets and holiday toys with an estimated total cost of \$201,528.  
**Requested Funding: \$12,000**  
**Recommended Funding: \$12,000**

**Nauset Together We Can**, in FY22, served Brewster middle schoolers through 144 visits to the free Youth After School Program which provides a safe, healthy, social environment for students to do homework, play and relax with adult supervision and mentoring.

**Requested Funding: \$3,500**

**Recommended Funding: \$1,500**

**Nauset Youth Alliance**, in FY22, served 37% of Brewster elementary schoolers by providing after-school education, care and enrichment, with an estimated total cost of \$369,797.

**Requested Funding: \$16,000**

**Recommended Funding: \$16,000**

**Outer Cape Health Services**, in FY22, provided 1,222 Brewster residents with 6,457 billable visits and 15,568 unbillable encounters (including uninsured patients and interactions with phone callers, web users, lab staff, pharmacy staff etc.).

**Requested Funding: \$15,000**

**Recommended Funding: \$15,000**

**Sight Loss Services**, in FY22, provided 364 units of service (support groups, education, referrals, home independence, adaptive aids and advocacy) to 64 Brewster residents with an estimated total cost of \$10,944.

**Requested Funding: \$2,000**

**Recommended Funding: \$2,000**

**South Coastal Counties Legal Services**, in FY22, provided free legal services to 23 low-income and/or elderly Brewster residents with an estimated total cost of \$42,550.

**Requested Funding: \$4,350**

**Recommended Funding: \$4,350**

The members of this committee continue to be impressed with the work of these agencies in their efforts to support our townspeople. It is clear that Brewster residents seek out these agencies for support, especially in times of crisis; it is also clear that the agencies seek to find new and more effective ways to meet the needs expressed by our residents.



# REPORT OF THE HISTORICAL COMMISSION

The Brewster Historical Commission had an active year, meeting eight times during fiscal 2022.

A brief summary of the highlights of the committee's extensive efforts include:

1. Old barn at 717 Stony Brook Road – despite our opposition this historic barn was demolished.
2. Crosby Mansion – the committee recommended to the CPC to approve the spending of approximately \$67,000 to aid in the restoration of this historic mansion.
3. Ellen St Sure documents – the committee supported the request by the Brewster Historical Society for \$22,600 to help digitize these historic records.
4. Old Mill Site Stone Wall repair – the committee reviewed and recommended approval of the restoration of the stone wall at the Brewster Mill – engineering work is ongoing.
5. Old School House 3 – the committee was actively involved from the start, hiring an engineer to evaluate its soundness; opposing the proposed demolition of the structure. The committee worked with the Brewster Historical Society, recommending funding for flaking of the structure and its eventual relocation to the Windmill Village.
6. CPC 5-year Plan – actively participated and supported the new funding proposal in the plan.
7. Form-B Project – the committee, with the assistance of the CPC, continued to push forward, employing our consultant, with the documentation of all the historic buildings in The Town of Brewster.
8. Created a binder located in the Brewster Ladies Library with a copy of each Form-B completed to date.
9. The committee toured Old Fieldstone Hall at the invitation of the owners of Ocean Edge.



# REPORT OF THE HISTORIC DISTRICT COMMITTEE

The Old King’s Highway Regional Historic District was established under Massachusetts General Laws, Chapter 470, Acts of 1973 as amended. The Old King’s Highway Regional Historic District Act is a uniquely formed regional preservation and architectural review law. The Regional Historic District Commission administers the Act and regulates the construction, alteration and/or demolition of all signs, buildings, and structures, to protect the appearance and integrity of a distinctively historic and aesthetically important region of Cape Cod.

The local Brewster Old King’s Highway Historic District Committee, whose volunteer members represent the Regional Commission, generally meets at 7:00 pm on the first Monday of each month. Applications and guidelines are available at the Historic District Committee’s office, located within the Brewster Building Department. These can also be found on the Town of Brewster’s website under *Committees, OKH Historic District*.

In 2022 the Committee received \$6,686.99 in fees and processed 244 applications as described in the breakdown below.

Jim Trabulsie is currently the Committee Chairperson and will continue in that role through 2023. Tom Turcketta is the current Vice Chairperson as well as the committee’s builder.

The Committee continually assists the Town in its efforts to preserve its historic character, promote the mission of the Commission, and educate the public about the Old Kings Highway Historic District and Brewster’s historic properties.

The Committee wishes to express its appreciation to the residents and business owners of the Town of Brewster for complying with the Historic District guidelines set forth. The Committee also wishes to thank the Building Department for its continued assistance.

Respectfully Submitted,  
 Jim Trabulsie, Chair  
 Tom Turcketta  
 Patricia Busch  
 Carol Appleton  
 Steven Bergquist  
 George Carey (Alternate)

APPLICATIONS	2017	2018	2019	2020	2021	2022
Certificate of Appropriateness	85	56	84	68	98	86
Certificate of Exemption	97	145	103	113	166	130
Certificate of Amendment	22	15	26	23	32	12
Certificate of Demolition	2	8	6	2	7	4
Sign Certificate of Appropriateness	21	23	12	3	20	12
Total	227	247	231	209	323	244

# REPORT OF THE HOUSING AUTHORITY

The Brewster Housing Authority is committed to providing safe, decent and affordable housing for all Brewster residents.

Our portfolio consists of 32 Chapter 667 Elderly/Handicapped housing units at Fredericks Court; 24 units of Chapter 705 Family Housing at Huckleberry Lane (Sunny Pines); and 13 Massachusetts Rental Vouchers scattered throughout the town, and its vicinity. Our website is [www.brewsterhousing.org](http://www.brewsterhousing.org). Office hours remain Monday, Wednesday, and Friday 8:30 AM – 1:30 PM. Phone calls are forwarded to the Mashpee office when the Brewster office is closed.

In Fiscal Year 2022, the housing authority successfully closed out the Building Envelope project at Huckleberry Lane. Huckleberry Lane units received new roofing, siding, doors, boilers, gutters, downspouts, and tree removal thanks to grants received from several sources including Brewster's Community Preservation Committee. A bathtub replacement project began at the family site and was well underway by the end of the fiscal year. Tree Work was also completed at Frederick Court, as well as upgraded exterior lighting, garage door replacement, and numerous turnovers. Management continues to meet with residents and incorporate their ideas into the Capital Plan, and Operating Budgets.

The Housing Authority worked in collaboration through the Town Administrator to add a bus stop to Brewster Road. The bus stop will service the Housing Authority residents as well as Wells Court residents, and the new neighbors recently leasing up at Brewster Woods.

The coming year will undoubtedly provide the BHA with new challenges, but we look forward to working closely with the town to meet the goals for providing residents of Brewster decent, safe and affordable housing.

Once again, great appreciation is extended to Brewster Town Hall, all of its departments, committees, boards, and staff members for assisting the Brewster Housing Authority for the previous year. Thank you to all the members of the Brewster Housing Authority Board of Commissioners for their service to the Authority during the past year and to the members of the community who support our mission.

Respectfully submitted,

Laurel Labdon, Chairperson  
Brewster Housing Authority  
Board of Commissioners



# REPORT OF THE HOUSING COORDINATOR



Guided by the Town's Housing Production Plan, Brewster's housing program addresses the Town's community housing needs. Brewster has a collaborative housing team which includes the Affordable Housing Trust, Housing Partnership, Community Preservation Committee, Assistant Town Manager, Town Planner, and Housing Coordinator working with the Planning Board, Building Department, Zoning Board of Appeals, Housing Authority and Council on Aging. Leadership from the Town Manager and Select Board is also key to the success of the Town's housing initiatives.

The Housing Coordinator provides support to Town Committees and staff and is also available for community members requesting assistance or having questions, comments, or ideas about housing. In 2022, the coordinator fielded over 780 requests for information or assistance such as referrals to available services, help with applications, support for residents dealing with housing challenges, and explanations about housing programs. The Housing Office webpage offers additional helpful information.

## **Brewster Housing Facts and Affordable Housing:**

According to the 2020 Census, Brewster had 8,234 housing units. Of Brewster's housing, 46% was owner occupied, 8% renter occupied, and 46% vacant/seasonally occupied. The Cape Cod & Islands Association of Realtors Annual Housing Market Report states that the Brewster median home sales price in 2022 was \$686,000 a 12% increase over \$612,850 in 2021.

The Department of Housing and Community Development (DHCD) reports that Brewster has 297 units of affordable housing on the Subsidized Housing Inventory (SHI). This represents 6.2% of Brewster's year-round housing, short of the state's mandate of 10% affordable housing stock. 230 of the units are rentals and 67 are home ownership properties. Brewster added 29 affordable housing units in 2022 and had the Town's Housing Production Plan certified through May 2023.

## **2022 Highlights:**

**Housing Production Plan:** With a CPA grant of \$25,000, the Town hired Barrett Planning Group to update the Housing Plan. The new plan was developed with guidance by the Housing

Partnership and significant community input including over 880 survey responses, two community forums, and numerous Zoom meetings. The Housing Plan, with a needs assessment, housing goals, and implementation strategies, was accepted by the Town and state and provides direction for Brewster's housing program.

**Housing Rehabilitation:** This year Brewster became the lead community for a regional \$1.3 million Community Development Block Grant (CDBG) providing housing rehabilitation and childcare funding in Brewster, Dennis, and Wellfleet. The program provided critical home repairs to Brewster residents and childcare assistance. The Town Finance Director, Treasurer, and Administration all helped in the management of the program. The Town, working with Bailey Boyd Associates, will submit a regional FY22/23 CDBG application in the coming year to continue the regional program.

**Brewster Woods:** In December, Preservation of Affordable Housing (POAH) and Housing Assistance Corporation (HAC) completed construction and received Certificates of Occupancy for 30 affordable rental apartments on Housing Authority property off Brewster Road. Over 240 applications were received for a fair housing lottery with a 70% local preference. Tenants are expected to move into apartments in early 2023. A bus stop has been added at the location by the Cape Cod Regional Transit Authority.



**Serenity at Brewster:** Elevation Financial Group LLC completed the renovation and rehabilitation of 873 Long Pond Road into 132 studio and one-bedroom apartments for folks aged 55+. Over 70 applications were received for a fair housing lottery, with 50% local preference, for 27 affordable apartments. The Town submitted a Local Initiative Program Local Action Unit Application to the

Department of Housing and Community Development (DHCD) for the affordable units to be placed on Brewster's SHI. Certificates of Occupancy were received, and all affordable units were leased. A grand opening celebration was held in August.

**Brewster Rental Assistance Program:** The Housing Trust, funded by a Community Preservation Act (CPA) grant, continued a Rental Assistance Program (RAP) managed by HAC. Brewster funds are accessed only after all other available state and federal government resources have been utilized. From December 2021 to December 2022, HAC provided rental and mortgage assistance of over \$163,000 to Brewster households. Four households enrolled in the RAP.

**Millstone Community Housing Parcel:** The Select Board, upon the recommendation of the Housing Trust, selected POAH and HAC to develop 45 units of affordable housing off Millstone Road. The proposed one-, two-, and three-bedroom apartments would be affordable to households at or below 80% of the Area Median Income. POAH/HAC entered into a Land Development Agreement with the Select Board and received a Project Eligibility Letter (PEL) from DHCD. In October, POAH/HAC held a virtual community information session and, in December, submitted a Comprehensive Permit Application to the Zoning Board of Appeals.

**Habitat for Humanity Phoebe's Way:** Habitat for Humanity of Cape Cod continued with plans to build two affordable homes on property donated by a generous Brewster resident. Building permits were issued and the Town coordinated with Habitat to bring Town Water to the site. Marketing and construction on the homes, one a Veteran's preference, is expected to begin in 2023.

**Preservation of Affordable Homes & Homeowner Support:** The Housing Trust, with CPA funding, continued working to return several presently unoccupied SHI homes to habitable, affordable homes. The Town, via tax-taking, obtained 212 Yankee Drive and transferred the care and custody to the Housing Trust to rehabilitate the property for a deed-restricted affordable sale. Work on the property has begun. Communication also continued with legal, DHCD, and a mortgage company on a second property. In addition, several affordable homeowners requested assistance with refinance and resale requirements. One affordable home was resold, a CPC funded Buy-down award was used for the purchase.

**COVID-19 Fund:** The Housing Coordinator supported the Covid -19 Fund Committee by



interviewing residents, providing referrals to resources, and evaluating applications with housing assistance requests. With a reduction in the impact of Covid-19, the fund was changed to a Good Neighbor fund in 2022.

**Accessory Dwelling Unit (ADU) Zoning Bylaw:**

The Building and Planning Departments worked together on the ADU bylaw implementation which also involves the ZBA when Special Permits are required. In 2022, the ZBA granted special permits for 2 ADUs.

**Community Outreach, Regional Involvement & Training:**

Collaboration and education are key pillars of the housing program. Community outreach included Zoom meetings, email blasts and web postings. The Housing Trust and Housing Partnership sponsored an in-person Community Housing Forum at the library in October. At the

forum, representatives from local organizations also provided information about available services. Brewster staff and committee members participated in the Lower Cape Housing Institute and Peer Group facilitated by the Community Development Partnership.

Special thanks to Assistant Town Manager Donna Kalinick for her guidance and never-ending encouragement, the Planning Department (Town Planner Jon Idman, Lynn St. Cyr and Ellen Murphy) for their assistance; Town Manager Peter Lombardi for his support; the Housing Partnership, Housing Trust, Select Board, and CPC for their dedication; and the residents of Brewster for their commitment to community housing.

Respectfully submitted,  
Jill Scalise, Housing Coordinator



# REPORT OF THE HOUSING PARTNERSHIP



The Brewster Housing Partnership (BHP) was established to provide a local entity interested in and advocating- for local affordable housing initiatives.

BHP's primary accomplishment in 2022 was working with the Town to update its Housing Production Plan. BHP members helped with two community forums, conducted several community meetings, distributed surveys, and input survey information. BHP reviewed proposed implementation strategies and possible amendments for the final draft.

The main purpose of the Housing Production Plan is to help our community make steady progress toward the goal of 10% of total year-round housing units designated as affordable to low- or moderate-income households.

The four major goals of the Housing Production Plan are:

1. Increase and diversify year-round housing options in Brewster for a range of incomes
2. Prevent displacement of current residents and facilitate housing mobility for households looking to move within or into Brewster
3. Align development with the principles of the Town's Local Comprehensive Plan/Vision, and,
4. Continue to build capacity to produce housing through staffing, funding, regional partnerships, advocacy and education, and relationships with nonprofit and for-profit developers.

BHP will share a lead role in a number of implementation strategies to fulfill the Housing Production Plan:

- Develop a collaborative housing education plan that connects to the Town's Local Comprehensive Plan (LCP),
- Continue to ensure regular participation by staff and members of Town bodies in

available trainings on housing-related issues including fair housing, local and regional housing needs, comprehensive permit administration, and other relevant topics.

- Continue to make good use of 40B, including the Local Initiative Program (LIP), as a vehicle for creating affordable housing.
- Encourage public/private partnerships to facilitate the collaborative production of affordable housing to meet a range of community needs. And,
- Explore other opportunities for direct support for eligible households, including partnerships with local non-profits and housing assistance providers.

The Housing Partnership will also continue to provide support for a number of other implementation strategies.

The Housing Partnership drafted a letter of support to the Brewster Community Preservation Committee's plan to adopt the state minimum allocation formula, but to annually target 30% of annual CPA receipts towards housing initiatives.

The Housing Partnership worked with the Housing Trust to conduct a Community Housing Forum in October. Participating nonprofit organizations included Cape Light, Lower Cape Outreach, Council on Aging, Housing Production Plan, Tri, HAC, CFP and the buy down program.

We would like to thank the Town and its residents for the continued support, ensuring that the Town maintains a healthy amount of affordable housing and support services to meet the needs of all residents. We also extend our deepest gratitude to Jill Scalise and Donna Kalinick for all of their hard work and quick responses to each new unexpected challenge.

Respectfully submitted,

Diane Pansire Chair  
Jillian Douglass, Vice-Chair  
Sarah Robinson, Clerk  
Steve Seaver  
Lisa Forhan  
Vanessa Greene  
Ralph Marotti



# REPORT OF THE HOUSING TRUST

The Brewster Affordable Housing Trust is comprised of representatives from the Select Board, Town Administration, the Community Preservation Committee, Brewster Housing Partnership, Planning Board, and residents at large. The mission of the Housing Trust is as follows: The Brewster Affordable Housing Trust (“BAHT”) seeks to expand and preserve year-round rental and ownership homes that are affordable to moderate, low, and very low-income households. Our efforts will foster a welcoming environment for demographically and socio-economically diverse populations. The BAHT is committed to education, collaboration, and community engagement. The Trust began 2022 by setting priorities for the year which included identifying the development of Trust Guidelines for applicants and creating a 5-year Financial Plan, providing support and advancement of the development of Millstone Community Housing, holding a Housing Fair/Forum and review of the Community Development Block Grant (CDBG) Housing Rehab and Child Care program. It was decided that a 5-year financial plan and detailed application guidelines would be valuable in directing the future of the Trust’s principles and goals.

The Millstone Community Housing initiative continued to be a top priority for the Trust in 2022. The Trust reviewed submissions in response to the Request for Proposals (RFP) to develop and manage up to 45 rental units on municipal land. In February, the Trust heard a presentation by the qualifying applicant team of Preservation of Affordable Housing (POAH) and Housing Assistance Corporation (HAC). A consultant was hired to provide the Trust with an analysis of the financial proforma and, after carefully reviewing and providing feedback, the Trust ultimately voted to recommend the highly advantageous POAH/HAC proposal to develop and manage 45 units of housing affordable to households at or below 80% of Area Median Income (AMI) to the Brewster Select Board. POAH & HAC and the Brewster Select Board entered a Land Development Agreement in August and POAH/HAC proceeded with a Project Eligibility Letter (PEL). A well-attended Community Information Session was also held, presented by HAC & POAH on October 13th.

The Trust considered, developed, and ultimately voted on the Trust Guidelines, outlining its priority initiatives, guiding principles, allowable

activities/projects, categories, and procedures for funding applicants to follow.

The Trust continued its ongoing commitment to collaboration and education in 2022. The Trust met with Barrett Planning, providing input and participating in “Community Conversations” and a public form on the 2022-2027 Housing Production Plan (HPP) update. The 2017 HPP was ultimately certified, and Brewster’s Subsidized Housing Inventory (SHI) achieved “safe harbor” status, bringing its percentage up to 6.2% of the 10% goal. Also, in collaboration with the Brewster Housing Partnership (BHP), the Trust held a well-attended Housing Resource Forum and Fair on October 27th, presenting the 2022 HPP key summaries to the public, and holding assistance & information booths from various town and local nonprofits offering information and assistance with various housing-related programs. Trust members also participated and contributed to the Local Comprehensive Plan process. Trust members took part in virtual housing meetings with other Lower and Outer Cape towns, virtual trainings and conversations about how towns are handling the increased housing challenges our communities face.

With the Select Board voting to establish an allotment of 50% of the forecasted short term rental revenues to the Housing Trust, and the favorable Fall Town Meeting vote on the change in the Community Preservation Committee (CPC) formula (a 30% target allocation for housing activities), the Trust developed a 5-year financial forecast plan for the housing program. The plan lays out the Trust’s and housing program’s anticipated appropriations and revenues and distinguishes projects by funding sources.

Consistent with its goal of preserving units on the existing subsidized housing inventory (SHI), the Trust voted to support the tax-taking of 212 Yankee Drive, an effort which was favorably voted on by the public at May Town Meeting. RFQ’s were developed and reviewed by the Trust, for necessary improvements to ready the property for an affordable, fair market deed-restricted sale. The Rental Assistance Program (RAP), started in 2020 and administered by HAC, saw its first need to drawdown Trust funds since the State’s emergency rental assistance ended. By the year’s end, 5 Brewster households were participating in the RAP which was funded by a CPC grant. The Trust continued to support the Town as lead community for the Housing Rehab and Child Care program, and

the proposal to increase the Regional Community Development Block Grant (CDBG) funding for the program with Brewster continuing as lead community.

The Trust had its re-organization vote, electing to have Tim Hackert, Maggie Spade-Aguilar and Madalyn Hillis-Dineen continue to serve as Chair, Vice-Chair and Clerk, respectively. Trust members were also appointed to the Cape Cod Sea Camps Pond Property Committee (Paul Ruchinkas), and the Bay Parcel Committee liaison (Maggie Spade-Aguilar). Each member provided reports on Committee activities during Trust meetings. Finance Committee liaison Robert Tobias continued to regularly attend Trust meetings and to provide much-valued input.

As is true for the county as a whole, the need for available, safe and stable affordable housing continues to ravage Brewster residents particularly since the pandemic hit us. Skyrocketing home purchase costs have caused many to be forced to rent, leaving an increasing number of people vying for the scarce, affordable rental housing as a consequence. The Trust has been cognizant of this crisis and responded accordingly throughout the

year by adhering to its advocacy goal of supporting and developing affordable housing programs and services for residents.

We are grateful to our Select Board, Town Administration, Town Departments, our town committees and our residents for their support as we work on the critical affordable and community housing challenges that we collectively face together. A special thanks goes to Jill Scalise, Brewster Housing Coordinator, for her invaluable work providing information, training and guidance to the Trust.

Respectfully submitted,

Chair Timothy Hackert, Citizen at Large  
Paul Ruchinkas, CPC representative  
Vanessa Greene, Housing Partnership representative  
Madalyn Hillis-Dineen, Planning Board representative  
Donna Kalinick, Town Manager representative  
Ned Chatelain, Select Board Representative  
Maggie Spade-Aguilar, Citizen at Large  
Jill Scalise, Housing Coordinator



# REPORT OF THE MILL SITES COMMITTEE

We were happy to be able to open the museum at the mill this year! Thanks to our head weaver, Pat Stark, we were able to re-string the antique loom with new warp and 100 new tied heddles. We love to have children sitting on the bench with our weavers and learning to weave. This past fall we had a great crew from Ameri Corps, local volunteers and Natural Resources staff to clear out much of the invasive growth along the run. We would like to have more volunteers to help staff the museum on Saturdays when we are open in the summer.

By September, we were not able to grind corn for the first time in about 50 years. This was due to the low water level in Lower Mill Pond. It is important that everyone limits water usage. Thank you to the

volunteers who help with grinding corn in the mill. A special thanks to the Garden Club for their plantings and holiday decorating in the gardens and in the flower boxes. A special thanks, also, to the town Department of Public Works for their maintenance of the mill sites.

We are still in the design phase regarding repairs to the stone wall at the seining pool, the stone wall between the head race pool and the run, and also the weirs on the north side of the road. We are dedicated to maintaining the mill sites for future generations.

Respectfully submitted,  
Mill Sites committee



# REPORT OF THE NATURAL RESOURCES ADVISORY COMMISSION

**Establishment and Charge:** The Natural Resources Advisory Commission (NRAC) was established in 2021 to assist the Brewster Select Board and Department of Natural Resources in guiding the sustainable use and enjoyment of Brewster's abundant natural resources in ways that safeguard and enhance the ecological, social and recreational benefits of those resources over the long term.



The NRAC charge is to:

- Promote public understanding. Create a better understanding of and appreciation for Brewster's natural resources.
- Provide guidance. Advise the Natural Resources Department, Select Board, and Town Administration on issues related to the protection, management, and enhancement of the Town's coastal resources, ponds, streams, conservation lands, beaches and landings.
- Facilitate public discussion. Serve as a forum for public discussion and information exchange concerning the protection, enhancement, and management of the Town's natural resources.
- Participate in policy development. Assist in developing policies and regulations regarding the Town's natural resources.
- Serve as a liaison among various groups engaged in complex issues. Assist with developing solutions for natural resource areas that have multiple user groups.
- Assist in coordinating complex planning efforts directly related to natural resource

issues as may be directed by Town Meeting and/or Select Board.

- Oversee implementation of plans and programs related to natural resource issues as may be directed by Town Meeting and/or Select Board.

The NRAC was established with five community members along with representatives from the shellfishing community, Brewster Ponds Coalition, Brewster Conservation Trust, and Brewster Open Space Committee. Commission meetings are held on the second Thursday of each month. The NRAC has representatives or liaisons on the following Town, State, and Federal bodies:

- Drummer Boy Park Advisory Committee
- Cape Cod Sea Camps Bay Property Planning Committee
- Cape Cod Sea Camps Pond Property Planning Committee
- Water Resource Task Force
- Stellwagen Bank Sanctuary Advisory Council (NOAA)
- Massachusetts Department of Agricultural Resources (MDAR) Conservationist Pesticide Advisory Board

## Commission Activities:

**Coastal Resource Management (CRMP):** The Brewster Coastal Resource Management Plan Phase I was finalized in 2019. One of the primary charges of the NRAC is to coordinate activities under the CRMP in which five key coastal resource management issues are identified with recommendations for their implementation. In 2021, the following recommendations were addressed:

1. **Increase the resilience of public landings and beaches:**
  - Brewster public beaches and landings fared well throughout the storm season. No major management was required.
2. **Preserve the ecosystem services provided by healthy coastal wetland resources**
  - Quivett Creek Coastal Embayment: The APCC State of the Waters Report (SOTW) described Quivett Creek as having water quality that is "unacceptable; immediate restoration required." After reviewing the data, the NRAC

consulted with staff at the Center for Coastal Studies where the data used in the SOTW are collected and staff at the Cape Cod Commission who are familiar with the Massachusetts Estuaries Project. It was concluded that the available data did not support the need for immediate restoration.

- NRAC provided public comment in support of the Stellwagen Bank National Marine Sanctuary Draft Management Plan proposing the addition of a number of land-to-sea programs in cooperation with the Sanctuary.

### 3. Provide access for water dependent activities

- Aquaculture: A working group of NRAC commissioners and DNR staff was established for the purposes of updating the town Aquaculture and Commercial Shellfish Regulations. Their work is ongoing.
- Cape Cod Sea Camps (CCSC) Bay Property Planning Committee: Representatives from the NRAC were appointed to the Bay Parcel as well as the Pond Parcel Committees which are tasked with developing a comprehensive plan for the former Cape Cod Sea Camps property.

### 4. Preserve peak-season access to public beaches and landings

- The NRAC, through representation on the Bay Property Planning Committee, supported the opening of First Light Beach on the former Cape Cod Sea Camps Bay Property for Brewster residents.

### 5. Protect vulnerable infrastructure, visual access, and sense of place threatened by changing conditions:

- Low-lying Roads Project: NRAC commissioners attended a presentation by Cape Cod Commission staff working with the Town of Brewster that examined vulnerabilities in the roadway network and identified possible adaptations to low lying roads to mitigate storm surge flooding. Specific road segments will be prioritized for coastal resiliency action. This work is ongoing.



**Protection, Management, and Enhancement of Brewster Natural Resources:** The NRAC also addressed these issues in 2022:

- **APCC State of the Waters Report:** Sheep Pond was described in the SOTW report as having water quality that was “unacceptable; immediate restoration required.” This designation was based on a single cyanobacterial sample and did not represent a trend. Furthermore, chemical and biological samples collected for the Pond and Lake Stewards Program (PALS) and analyzed at the UMass Dartmouth School for Marine Science and Technology (SMAST) showed Sheep Pond to be well within the oligotrophic range on the Carlson Trophic Index (CTI). NRAC determined that the best course of action would be to continue to monitor Sheep Pond but take no action at this time.
- **Utility Transmission System Vegetation Management:** The application of pesticides on utility rights-of-way in Brewster has been a longstanding concern of residents, the Select Board, and Town administration, in particular, the use of the herbicide, glyphosate (Round-up) in proximity to freshwater supplies. The NRAC prepared a memorandum of concern for the Select Board to submit to the Massachusetts Department of Agricultural Resources (MDAR) regarding the 2023-2027 Eversource Vegetation Management Plan. Additionally, NRAC has continued to express its concerns directly to MDAR through representation on the Conservationist Pesticide Advisory Board.



**Promote Public Understanding:** In fulfillment of its charter, NRAC has devoted a significant portion of meeting time this year to invited speakers for public presentations on natural resource issues of interest and importance. These presentations have included:

- “Sediment Transport and the Future of the Brewster Shoreline”
- “Applications of GIS in Natural Resource Conservation”
- “Human Dimensions of Rebounding Populations of Seals and White Sharks on Cape Cod”
- “Profiles and Analysis of the Massachusetts Commercial Fishery”
- “Pond Water Quality Monitoring and Management”

**Thank you:** The Commission wishes to thank the staff of the Department of Natural Resources: Director Chris Miller, Senior Shellfish & Natural Resource Officer Ryan Burch, Assistant Shellfish & Natural Resource Officer David Johnson, Conservation Administrator William Grafton, and Senior Department Assistant Andreana Sideris for their dedication well beyond the call of duty to the preservation of Brewster’s precious natural resources.

Respectfully submitted:

Kimberley Crocker Pearson, Chair  
Amy Henderson, Vice-Chair  
Pat Hughes, Clerk  
Chris Williams  
Elizabeth Taylor  
Ron Essig  
Peter Nielsen



# REPORT OF THE OPEN SPACE COMMITTEE

## **Purpose**

The Open Space Committee works to protect Brewster's green spaces. To achieve that goal, desirable land acquisitions are identified, then funded through the Community Preservation Act (CPA) and matching state funds, as administered by the Town's Community Preservation Committee (CPC).

## **Priorities**

Open Space Committee priorities include:

1. Protecting water resources including the drinking water supply, ponds, and marine watersheds
2. Protecting Brewster's rural character, including historic scenic vistas
3. Providing open space for passive recreation, for example, creating pocket parks
4. Preserving agricultural areas, wildlife/plant habitats, threatened resources, and spaces adjacent to existing conservation areas
5. Improving access to Town conservation areas, connections to beaches, ponds, trails, bike paths and recreation areas
6. Protecting coastal habitats and allowing for inland migration of wetland resources.

## **Open Space Value**

With a total area of 16,256 acres, over one third of Brewster is protected as open space. Since 1999 the Town has acquired over \$18.2 million worth of open space at a net cost of \$12.25 million. The value of these purchases is approximately 2/10 of one percent of the \$5.81 billion of the Town's real estate and personal property value. A study by the Trust for Public Land found that every dollar of investment in conservation generated \$4 in natural goods and services to the Massachusetts economy.

Brewster's investment in open space has protected water supplies and reduced the Town's nitrogen input to Pleasant Bay and the Herring River. This has enabled Brewster to avoid many of the large-scale remediation costs that other Cape Cod towns are now facing with wastewater treatment and sewerage costs. Brewster's open space preservation is a significant factor in the 5% reduction in flood insurance costs for Brewster landowners.

## **Cape Cod Sea Camps Acquisition**

Following the purchase of the former Cape Cod Sea Camp properties, Bay Property and Pond Property Planning Committees were established and have been meeting over the last year. The Open Space

committee has a voting member on the Pond Property Planning Committee, as well as a liaison to the Bay Property Planning Committee. The Pond Committee has focused on short term planning; finding ways for the public to understand where the property is and how it might be used. The Town hired a consultant, Reed Hildebrand, to assist with the comprehensive planning process in conjunction with partner organizations, Mass Audubon, Brewster Conservation Trust (BCT), and the Town Recreation Department. Since there is no parking currently available on the Pond Property, the Committee is producing a video tour of the property and informational signs to highlight the Property. Once site analysis work is completed, both the Bay and Pond Property Committees will hold public forums to obtain input to create plans for the properties' future uses which will be brought to Town meeting.

## **Brewster Open Space and Recreation Plan**

A comprehensive assessment of the Town's Open Space and Recreational needs, this Plan is a framework to address community goals regarding natural and water resources conservation, open space protection, and public recreational opportunities to meet current and future needs. The Plan's inventory of lands of conservation and recreation interest is a reference document and indicates the current status of these resources. The updated Plan has received final approval from the State, good through January 2028, which allows the Town to participate in Division of Conservation Services land grants.

## **"Hanging in the Balance: An Urgent Call for Protecting Cape Cod's Natural Resources"**

This 2022 Association to Preserve Cape Cod (APCC) report provides a "comprehensive analysis of key natural resources on Cape Cod, examining past and present impacts to natural resources, current threats, case studies, and recommending actions that promote protection, preservation, and restoration of the region's most important resource areas." APCC used Brewster as a case study for Land Use for Drinking Water Quality Protection: "Brewster's commitment to the protection of its water supplies has been implemented primarily through the acquisition of open space, preserving approximately 41% of the land area that contributes water to its public supply wells (Zone IIs). One of the most significant preservation efforts was the acquisition of the Punkhorn Parklands in the 1980s. In 2008, a 6,538-acre District of Critical Planning Concern was designated to protect Brewster Zone II

areas, and those of Dennis, Harwich, and Orleans, plus the Town's portion of the Pleasant Bay watershed that is impacted by nitrogen from septic system effluent, stormwater, and fertilizers. Brewster further approved a Water Quality Protection Bylaw to protect groundwater and surface water resources from phosphorus and nitrogen contamination, and pollution from stormwater runoff and a Natural Resource Protection Design Bylaw to protect water resources and preserve open space by reducing development impacts on surface water and groundwater." <https://apcc.org/resources/reports/natural-resource-assessment/>

### **Drinking Water Quality**

The above actions have allowed Brewster to be voted the best drinking water in New England numerous times. Such protection of land surrounding Brewster's public drinking water wells is an important contributor to the Town's drinking water quality. The Open Space Committee works with the Water Department and Water Commissioners to achieve land protection goals near the Town's wells. The Commissioners now set aside a portion of the revenue collected from water rates to contribute funding for future land purchases within wellfield protection areas. The Open Space Committee appreciates these contributions toward Town conservation land purchases.

### **Pond and Creek Water Quality**

While Brewster's drinking water is superlative, some of its other water resources are not. The APCC published the "State of the Waters: Cape Cod 2022" (<https://capecodwaters.org/>) asking "How Healthy are the Waters of Cape Cod?" Quivett Creek embayment is rated as having unacceptable water quality. However, the Brewster Natural Resources Advisory Commission consulted with staff at the Center for Coastal Studies and the Cape Cod Commission who are familiar with the Massachusetts Estuaries Project and it was concluded that available data did not support the need for immediate restoration.

Walkers, Lower Mill and Seymour ponds are also rated as having unacceptable water quality due to cyanobacteria blooms, the negative effects of too many nutrients due to pollution from septic systems, stormwater and fertilizers. Pond watershed protection is an added priority for the Open Space Committee, as are acquisitions to help protect Brewster's salt marshes and enable these marshes to migrate inland. Saltmarshes are the ecological guardians of our coasts. They help mitigate the impacts of sea level rise, reduce erosion, stabilize shorelines, protect against storm surge, while

providing shelter and nursery grounds for many species. Marshes also act as heat sinks, sequester and store carbon at a rate 10 times that of mature tropical forests, helping to moderate the effects of climate change.

### **Spring May 14, 2022 Town Meeting: Open Space Article \$196,658**

Community Preservation Bonded Debt Service: This article provided \$196,658 in FY 2023 for principal and interest for three CPA open space acquisitions that were financed via long term bonding: BBJ Cranberry Trust 1 and 2 (\$2.5M for 50 acres in West Brewster by Mother's Bog) and Bates (\$675k for 36 acres in the Punkhorn). The Jolly Whaler Motel Land Bank purchase bond was paid off in 2021.

### **Fall Town Meeting November 14, 2022: Community Preservation Article-Town Bylaw**

A Community Preservation Committee article included two recommendations which Town Meeting approved: a modification of the Town's bylaw to follow the statutory funding distribution formula: 10% for open space and recreation, 10% for community housing, and 10% for historic preservation. The second part of the article established a Targeted Allocation Policy for FY24-27, supporting funding of 30% for Open Space, 30% for Community Housing, 10% for Historic Preservation, 10% for Recreation; the remaining 15% unreserved that can be used to fund projects in any category.

This reduces the 50% funding that the Open Space Committee has been used to, but does allow for up to 45-70% of the total available funds, if needed. It is also noted that originally CPA Open Space funds could only be used for passive recreation projects. Since 2012 these funds may now be used for both active and passive recreation projects.

### **Fall Town Meeting November 14, 2022: Open Space Article: \$264,000**

Open Space Committee: 0 Holly Avenue (Rear): This article enabled the Town to continue its partnership with the Brewster Conservation Trust (BCT), working together to preserve critical open space, in this case, 4.925 acres abutting the Town's Baker's Pond Conservation Area. The acquisition preserves a walking trail that connects existing Town trails with Nickerson State Park. The towns of Brewster and Orleans, along with the BCT, own 140 acres of conservation land to the east and south of this land acquisition. These entities jointly manage the two-mile public walking loop trail there, with parking on Baker's Pond Road. BCT will finalize purchase of the Burke property for

\$360,000 in spring 2023. This article appropriated \$250,000 in CPA funds to place a conservation restriction (CR) on the property, which will be held by the Town.

From 2006 through 2022 Brewster acquired twenty open space properties (including CRs) totaling 304 acres with a total acquisition price of \$16,279,900. State LAND grants, as well as other funding was secured for these purchases resulting in a net cost of 53.2% or \$8,663,494, with a final per acre cost of \$28,498.33. The Committee works closely with the BCT and the Compact of Cape Cod Conservation Trusts (Compact) to foster partnerships with other conservation trusts, as well as neighboring towns to purchase properties, resulting in reduced costs to Brewster, even without State LAND grants. These partners provide substantial assistance in identifying options, negotiating, purchasing lands and writing contracts. The Open Space Committee contracts with Mark Robinson, Executive Director of the Compact, to coordinate outreach and negotiate the acquisition of open space parcels.

Since 1983 BCT has acquired over 635.96 acres of land and holds CRs on over 729.20 acres (both Town and private land). BCT has assisted on the transfer of Town lands to the Conservation Commission (281.28 acres) and transfer of land to the State Division of Conservation and Recreation (10.28 acres), totaling more than 1,656.72 acres of protected land in Brewster. The Committee continues to pursue ways to supplement open space funds through collaborations, contributions, joint purchases, or bargain sales from owners who wish to assist conservation. Land can be protected in many ways: direct purchase, reserved life estate,

bargain sale, gift, will, easement or agricultural preservation restriction, all with attractive tax incentives. People may also give land to the Town for open space, community housing, recreation or historic/agricultural preservation and generate tax savings.

### Ongoing Open Space Protection

The Open Space Committee continues to evaluate parcels as they become available. Some parcels are prioritized to prevent development within a drinking water Zone II, to preserve marine and fresh watershed recharge areas, or for habitat/wildlife corridor/wetland and saltmarsh protection: other parcels are better suited for community housing, historic preservation and/or recreation. And, as the APCC's "Hangin' in the Balance" reminds us, our efforts to create open space and adopt environmentally protective regulations and land use policies are not finished.

The Committee appreciates the assistance of Town staff, as well as the Select Board and Brewster voters for their support of open space objectives. A special note of thanks to Mary Chaffee, the Select Board Liaison, for her contributions to our meetings and review of Committee work.

Respectfully submitted,  
Elizabeth G. Taylor, Chair, Planning Board Rep.,  
Pond Property Committee Rep.  
Gary Christen, Vice-Chair, Citizen-at-Large,  
Liaison to Bay Property Committee  
Bruce Evans, Conservation Commission Rep.  
Peter Herrmann, Citizen-at-Large  
Don Keeran, Citizen-at-Large  
Peter Norton, Citizen-at-Large  
Mary Chaffee, Select Board Liaison



# REPORT OF THE PLANNING BOARD

The Planning Board is made up of seven elected members who serve staggered five-year terms. The Board meets on the second and fourth Wednesdays of each month at 6:30 pm in Town Hall. The Board is currently meeting virtually via Zoom due to the COVID 19 pandemic. The Board holds special meetings as needed and work session meetings when necessary for planning and zoning bylaw discussion. Public hearings are advertised in the Cape Codder newspaper. Agendas are posted in Town Hall and on the Town's website. The public is also invited to contact the Planning Department to sign up for the Planning Board's e-mail agenda list. Agendas are e-mailed out to those on the agenda list approximately one week before the scheduled Planning Board meeting. The public is always welcome and encouraged to participate in Planning Board meetings. Beginning in 2018, an on-going item, "Citizen's Forum," was added to the Planning Board agenda to encourage additional communication with the citizens of Brewster. Planning Board meeting packets are also posted to the Town's website under the Planning Department webpage. Meetings are recorded and available for viewing on the Town website, Facebook page, or Local Cable Channel 18. Data and information regarding current topics is posted on the Planning Department webpage on the Town's website. The Zoning Bylaw (Chapter 179 of the Town Code) can be found on the Town website under the Planning Department webpage.

## Statutory Authority

The Planning Board operates within the statutory authority conferred by Massachusetts General Laws (MGL), Chapters 40A and 41. These laws set the direction and scope of Planning Board review as it relates to zoning, and the subdivision of land. The Planning Board also supports implementation of other Town Board and Committee policies through near and long-term planning projects.

## Planning Board Regulatory Jurisdiction

- Site Plan Review
- Special Permits
- Land Division Plans
- Approval Not Required (ANR) Division Plans
- Scenic Road Act (MGL Chapter 40 §15C) & Public Shade Tree Act (MGL Chapter 87 §8)

- Major Stormwater Management Permits

## Summary of 2022 Applications

- 5 ANR Applications; 2 Special Permits; 2 Site Plan Reviews; 2 Road Betterment Petitions; 1 Special Permit Modification; and 1 Major Stormwater Management Permit.

## Summary of Other 2022 Activities

- Revised the Planning Board Stormwater Management Regulations.
- Reviewed and approved a stormwater management permit application form and stormwater management educational documents to be provided to applicants.
- Reviewed, discussed, and approved the Housing Production Plan Update including holding a joint public hearing with the Select Board.
- Reviewed, discussed, and endorsed the Local Comprehensive Plan including holding a joint public hearing with the Select Board and Vision Planning Committee.
- Reviewed and discussed the Select Board's FY22-23 Strategic Plan.
- Continued work on Planning Board goals including review of Planning Board practices.

## Zoning Bylaw Amendments

The Planning Board regularly sponsors amendments to the Town's Zoning Bylaw (Chapter 179). Amendments range from housekeeping items to complex zoning reform efforts. The Planning Board did not work on amendments to the Zoning Bylaw in 2022.

## Planning Board Members & Activities

Madalyn Hillis-Dineen, Chair (member since 2016; term expires 2026)

Amanda Bebrin, Vice Chair (member since 2020; term expires 2023)

Robert Michaels, Clerk (member since 2022; term expires 2027)

Charlotte Degen, (member since 2016; term expires 2024)

Antone Freitas (member since 2022; term expires 2025)

Elizabeth Taylor (member since 1999; term expires 2025)

Alexander Wentworth (member since 2022; term expires 2027)

Much of the work of the Planning Board is complex, demanding, and requires understanding of applicable State statutes, Town bylaws, and subdivision regulations. Board members regularly participate in training and workshops to further their knowledge of complex land use and permitting issues. In addition, Board members participate actively with, or serve in a liaison capacity on, other Town Boards and Committees.

Madalyn Hillis-Dineen serves on the Brewster Municipal Affordable Housing Trust. Amanda Bebrin serves on the Vision Planning Committee. Robert Michaels serves on the Water Quality Review Committee. Charlotte Degen is the Select Board liaison. Elizabeth Taylor serves on the Open Space Committee and the Community Preservation Committee. Alexander Wentworth serves on the Vision Planning Committee.

The Board welcomes Antone Freitas, Robert Michaels, and Alexander Wentworth. The Board appreciates their willingness to serve and looks forward to working with them.

The Board would like to thank Paul Wallace for his 5 years of service including his 2 years serving as Chair during the COVID-19 pandemic. The Board is grateful for Paul's time, thoughtful review, and supportive leadership.

### **Planning Board Staff & Liaison**

Jon Idman joined the Town of Brewster as the Town Planner in May 2022. Jon provides support to the Board with development review; compliance with local, regional, and state bylaws and regulations; drafting of zoning bylaw amendments; and long-range planning projects. Jon also provides support to the Vision Planning Committee. The Board

welcomes Jon and looks forward to their continued work with him.

Lynn St. Cyr, Senior Department Assistant, joined the Planning Department in August 2016. Lynn provides administrative support to the Board by assisting applicants with the application process; responds to inquiries from the public about applications before the Board; and supports the work of the Town Planner.

Kari Hoffmann, Select Board member, presently serves as the liaison to the Planning Board.

Respectfully submitted,

Madalyn Hillis-Dineen, Chair  
Amanda Bebrin, Vice Chair  
Robert Michaels, Clerk  
Charlotte Degen,  
Antone Freitas  
Elizabeth Taylor  
Alexander Wentworth



Swearing in of member Rob Michaels

# REPORT OF THE PLEASANT BAY ALLIANCE

The Pleasant Bay Alliance is an organization of the Towns of Orleans, Chatham, Brewster and Harwich. The Alliance is charged with implementing the Pleasant Bay Resource Management Plan encompassing the Pleasant Bay Area of Critical Environmental Concern and Pleasant Bay watershed. The Alliance develops and distributes public policy recommendations, technical studies and public informational materials, all available at [www.pleasantbay.org](http://www.pleasantbay.org). Highlights from 2022 are described below.

The Alliance received a \$292,710 Municipal Vulnerability Preparedness Action Grant to develop a Pleasant Bay Climate Adaptation Action Plan. The plan is intended to protect the Bay's ecological functions and enhance resilience of low-lying public access points and water protection infrastructure (e.g., for stormwater or wastewater management) from climate-induced adverse effects.

The fourth annual performance report under the Pleasant Bay Watershed Permit was submitted to the MA Department of Environmental Protection and the Cape Cod Commission. The cumulative to-date nitrogen load removal of 4,051 kg/yr represents 82% of the five-year removal commitment of 4,916 kg/yr under the permit.

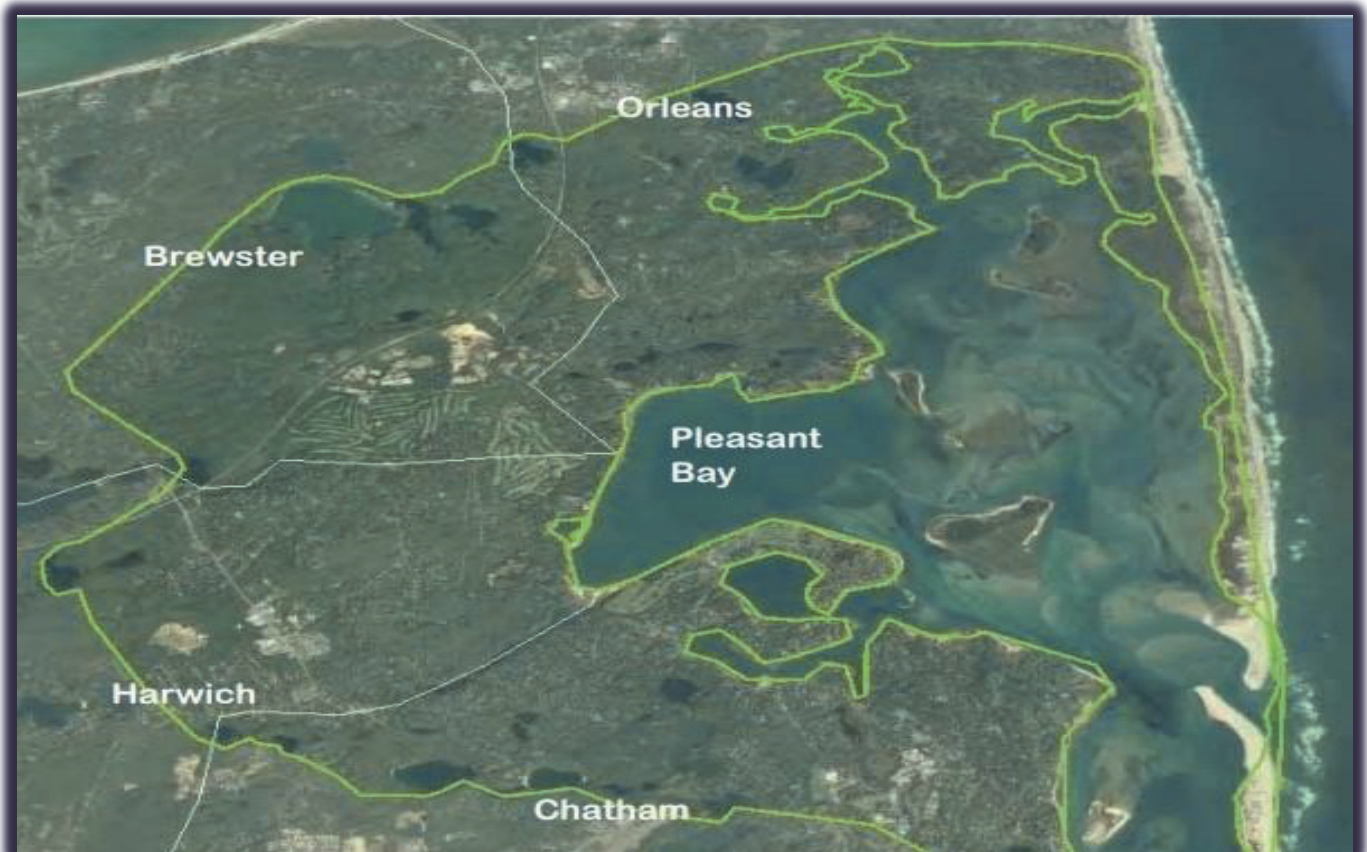
The Alliance coordinated Watershed Permit implementation activities with a \$132,178 watershed grant from the Southeast New England Program, a program of the US EPA. Grant-funded activities completed in 2022 include assessments of nitrogen attenuation, a study of nitrogen removal from stormwater best management practices, refined analysis of nitrogen loads, and initial work on an updated buildout analysis.

For the 23rd consecutive summer, dedicated volunteers collected water quality samples at 25 bay-wide locations. The data collected document water quality impairment in Pleasant Bay and are used in the design and implementation of wastewater management plans.

Environmental permitting needed to install a living shoreline project to protect salt marsh at Jackknife Harbor Beach was initiated. The work is funded by the Massachusetts Coastal Zone Management Coastal Resilience Program.

The Alliance wishes to thank the citizens of Brewster for your ongoing support.

Respectfully submitted by:  
Chris Miller, Steering Committee  
Carole Ridley, Coordinator



# REPORT OF THE POND PROPERTY PLANNING COMMITTEE



In September of 2021, the Town of Brewster purchased the former Cape Cod Sea Camps Bay and Pond Parcels. The acquisition of the two properties, 120+ acres, was overwhelmingly supported by town residents at a Special Town Meeting where 1,495 residents were in attendance. Following the purchase of the former Cape Cod Sea Camps, the Select Board established the Pond Property Planning Committee on December 20, 2021, giving it the following charge:

## 1. Purpose:

- a. Identify existing conditions of the former Cape Cod Sea Camps Pond property;
- b. Evaluate potential low-cost, short-term public access opportunities;
- c. Develop and propose interim public access plan;
- d. Develop and implement a public engagement strategy to ensure broad community input;
- e. Determine priority long-term uses appropriate for the Pond property, taking the adjacent Long Pond Woodlands (Robinson) property into consideration;
- f. Identify and evaluate potential partner organizations with shared interests and values, particularly MA Audubon and Brewster Conservation Trust;
- g. Propose recommended long-term uses and partnerships;

- i. Develop an implementation plan for the proposed uses.

## 2. Strategies

- a. Actively engage the public and stakeholders;
- b. Provide residents with regular updates regarding progress and milestones;
- c. Consider a range of interests, needs, ages, and abilities;
- d. Collaborate with design professionals to develop and present a comprehensive plan to the Select Board and Town Meeting:
  - i. Consider Brewster's key strategic planning documents (Vision Plan, Open Space and Recreation Plan, Coastal Resource Management Plan, Housing Production Plan, and others);
  - ii. Incorporate maintenance, safety, and legal requirements;
  - iii. Identify estimated one-time project costs, ongoing operating expenses, funding sources, and timelines, incorporating prudent financial practices and exploring opportunities for revenue generation.

From its inception in April 2022, the committee has been working to satisfy its stated purposes. While still in the early stages of its work, the committee has focused on short term planning for use of the pond property, on finding ways for the public to understand where the property is and how it might help to satisfy many of the goals of the key town



planning documents. In November of 2022, the Town hired a consultant, Reed Hilderbrand to assist with comprehensive planning process for the former Cape Cod Sea Camps. The Pond Property began working with the consulting team in December. Short term plans are being formulated to have a canoe/ kayak trip to the property from the town landing at Crowell's Bog Road, to have guided walks of the property and the adjacent Long Pond Woodlands, and to have at least one springtime Recreation Department event at the property. These are being done in conjunction with our partner organizations, Mass Audubon and Brewster Conservation Trust, as well as the Recreation Department. Because there is no parking currently available on the site, the committee has a working group that is producing a video tour of the property and another working group that is actively pursuing construction of property information signs that can be placed in high visibility areas to make the community aware of the Pond property. While not as visible as the Bay Property, the Pond Parcel is 66 acres of mostly wooded land with frontage on Long Pond and offers many opportunities for the residents of Brewster.

Reed Hilderbrand's interdisciplinary team is currently working on discovery, a detailed description of the property, its potential opportunities and its constraints. Once the site analysis work is completed, The Pond Property Committee will engage with the Brewster community through public forums. These forums will be to hear from the community and to use that input to create a comprehensive plan for the

property which will be brought to Town meeting for approval by voters.

The committee consists of eleven hard-working voting members that are drawn from various town committees as well as at-large members. We are also assisted by numerous liaisons from town committees and partner organizations. The committee members are Cindy Bingham and Kari Hoffman; Elizabeth Taylor; Paul Ruchinkas; Cyndi Baran (Vice-Chair); Chris Williams; Allan Ryone; At- Large members Jan Crocker; Steve Ferris; Katie Gregoire, and Doug Wilcock (Chair). Liaisons are Bill Henchy (Finance); Hal Minis (Vision Planning); Melissa Lowe (Mass Audubon); Mike Gradone (Recreation); Seamus Woods and Amy Henderson (Brewster Conservation Trust), and Anne Weirich (Committee Alternate). The committee relies heavily on the expertise of Donna Kalinick, Assistant Town Manager, who brings a wealth of knowledge to this project and who coordinates with town staff and the Reed Hilderbrand team. I would like to thank the members of the committee, the liaisons, Donna Kalinick, and the Reed Hildebrand team for their work to date and their unflagging enthusiasm for the present and future plans of the Pond Property. I would also like to recognize and thank Erika Mawn for her production of timely, excellent minutes.

Respectfully submitted,  
Doug Wilcock, Chair



# REPORT OF THE RECYCLING COMMISSION

This year was one of change and reconfiguration of some of the collection bins at the Brewster Recycling Center as well as on the Commission. Griffin Ryder, Katie Scott and Pat Semple all became new Commission members during 2022. The Commission said farewell to previous members Joe Prevost and Debra Johnson.

**TRAFFIC FLOW IMPROVEMENTS.** The Commission and Department of Public Works (“DPW”) worked toward making the Recycling Center more accessible and logical in terms of permit holders’ usage. For instance, the Bulky, Construction and Demolition (C&D) bin was repositioned so users were able to put heavy and bulky items on the ground, to be picked up by the DPW loader and placed in the bin. Newly placed barriers also directed the traffic flow more efficiently to the Swap Shop.

**RECYCLING RATE.** The Brewster 2022 Calendar Year recycling rate equaled 42.1% (calculated by

taking the total tons of recyclables and compostables [818.6] divided by the combined total tons Municipal Solid Waste (MSW), recyclables, compostables [1943.29] x 100 = Recycling Rate) [42.1%]. The CY22 rate represents a modest decrease from the prior year (43.7%). The Commonwealth does not rely on “recycling rates” for comparing one municipality to another, but it is a useful number to calculate nonetheless and provides residents with a concept of how good or bad Brewster is doing in comparison to others, here and across the United States. **SO HOW IS BREWSTER DOING?**

Table 1. 2022 Calendar Year to Year Comparison of Recycling and Trash (MSW) delivered through Residential Drop-off at the Brewster Recycling Center. Information is compiled from weight tickets from the Department of Public Works but excludes tires, hazardous waste, textiles, or yard trimmings collected and managed at the facility.

Line	Commodity	CY21 tons	CY22 tons	+/- tons
1	Fiber (all paper including cardboard)	469.32	379.00	<b>90.32 less</b>
1a	Newsprint	4.09	19.77	<b>15.68 more</b>
2	Electronics	10.90	10.05	<b>.85 less</b>
3	Commingled (plastic & metal containers)	339.13	124.96	<b>214.17 less</b>
3a	Bottle/Jar Glass	35.28	195.63	<b>160.35 more</b>
4	Metal Scrap	76.14	74.19	<b>1.95 less</b>
5	Food Waste	7.03	15.00	<b>7.97 more</b>
	<b>Total Recyclables</b>	<b>941.89</b>	<b>818.60</b>	<b>Net 123.30 less</b>
<b>= sum CY 21 tons minus CY 22 tons</b>	<b>Municipal Solid Waste (MSW)</b>	<b>1213.31</b>	<b>1124.69</b>	<b>88.62 less</b>
	<b>Bulky, Construction &amp; Demolition (B, C&amp;D)</b>	<b>260.08</b>	<b>336.19</b>	<b>76.11 more</b>

PAYT. Brewster’s newer full-time residents using the Recycling Center appear to have adapted well to the Pay-As-You-Throw (PAYT) program, and it continued to be a valuable tool for encouraging reduction of the volume of non-recyclable trash. Brewster still holds its “No Rejections” title for our recyclables thanks to the residents and the DPW staff. The *RecycleSmart* website (<https://recyclesmartma.org/>) remained the go-to site to learn if containers or packaging could be recycled in a municipal system.

#### SPECIFIC RECYCLING EFFORTS

- **FIBER.** There was a significant decrease in fiber (paper/cardboard) recycling, which anecdotally could be attributed to less paper products/packaging, some of which was substituted with plastic.
- **NEWSPRINT.** The separation of newsprint (and everything that comes with the daily or weekly newspaper), was a successful project, resulting in fully acceptable loads, for which the town received a modest revenue. It is expected that the volume will decrease in subsequent years due to less newspapers being printed.
- **ELECTRONICS.** Electronics recycled remained roughly the same. Residents were provided additional outlets to recycle their electronic waste, including Staples. As in 2021, there continues to be a worldwide shortage of the necessary rare earth metals for these products. For this reason, residents are strongly encouraged to recycle all electronics, which, incidentally, are a ‘banned item’ by the MassDEP.
- **COMMINGLED.** Commingled plastic and metal containers were down significantly (214 tons), some of which is reflected by the removal of the glass that had been commingled with the plastic and metal in much of 2021. Variances due to timing of when the container is pulled for recycling can also impact the numbers. The Commission stressed again that while all plastic *technically* can be recycled, there are many diverse types, and one type has the potential to contaminate other types of plastic during remanufacturing. Residents were asked to place only the plastics designated by the DPW and found on the Recycling Guide provided by the Commission into recycling bins. The commingled bin is meant for rinsed and empty metal cans and plastic bottles, tubs, and jugs only.
- **GLASS.** By contrast separated glass was up significantly (160 tons) and timing could

impact this number as well. Late in the year, the Commission was advised of a change in use for our bottle and jar (only) glass. The material continues to be transported to the Town of Dennis, which has a crusher. The crushed glass goes to an intermediate processor which cleans, sorts, and further crushes the glass so that it can be reused as bottle glass, a much higher use than fill and/or drainage projects. Residents continued doing an excellent job of removing the caps, lids and corks and making sure the glass containers were rinsed.

- **METAL SCRAP.** Metal scrap was down slightly and could be due to more repair and reuse of metal items such as small appliances.
- **ORGANICS.** The organics program doubled in size. Residents were encouraged to continue recycling their organics either through the Recycling Center program or at home in their backyards. Countertop buckets remained available through the DPW. Additionally, discussions began with the Eddy School about composting the post-student consumer organic waste, which program was subsequently scheduled to begin in early 2023.
- **B, C&D.** Bulky, Construction and Demolition (B,C&D) tonnages increased by 76 tons which may reflect home repairs/construction by new or newly full-time homeowners. The B,C&D bin is used for scrap from small household repairs and bulky items such as large plastic items, rugs, broken furniture, hoses, etc. These materials continue to be transported to a designated C&D landfill where they are size reduced before being put into the landfill or separated and sent for recycling.
- **TRASH (MSW) TONNAGE.** Data for the year noted a decline in trash by 88 tons, which is what the Commission hopes to see every year. This non-recyclable waste is transported to SEMASS, the local energy-from-waste facility located in Wareham where it is used to produce renewable energy which is sent to the local power grid. The Commission arranged for a tour of SEMASS for the benefit of the Select Board as well as Commission members who wanted to better understand the process for managing non-recyclable waste.

**RESIDENT EDUCATION.** Brewster residents continued doing a great job of separating newsprint and bottle/jar glass, programs established in late

2021Q4. Members of the Commission again volunteered to help at the Recycling Center to field questions about what, why and how things should be recycled. During 2022, the commingle container required additional monitoring because of black and film plastic as well as “tanglers” being included in the mix. Residents were treated to a ‘show and tell’ dialogue with Commission members resulting in a cleaner commingle bin.

In-person outreach in 2022 was limited due to mergers in the print media. Several notices were posted on the Town’s website, including notification about the new Textile and Mattress ban effective November 1, 2022, the Fixit Clinic, and the request to keep all black plastic out of the commingled recycling container. To that last point, members of the Commission spent many weekends at the Recycling Center monitoring the bins and explaining why black plastic should just be trashed. It was an enlightening activity for both the Commission and the users as there were many other items being “recycled” which were not really recyclable. A board displaying which plastics did not belong in the commingled container was designed and placed at the Center to provide visual information to the Center’s users.

BEACHES. Beach and public space recycling was provided again during 2022 in the form of a recycling container located next to the trash container(s). Due to the nature of the collection service, it remains impossible to ascertain how much recycling is taking place at our beaches and recreational areas. Residents and visitors were encouraged to separate their unwanted containers and wrappings and place them in the correct bins.

BREWSTER WHITECAPS. For the 2022 season, the Whitecaps approached the Recycling Commission to set up a pilot recycling program for cans and plastic bottles generated by game attendees. Members of the Commission and Whitecaps interns monitored the recycling bins and helped patrons to sort their materials into trash or cans/plastic bottles. Interns moved and emptied the recycling bins into an on-site commingle collection container. As a result, the Whitecaps management has indicated that they would like to establish a more formal program for 2023.

SWAP SHOP. The Swap Shop was open from April through mid-December during 2022 serving Brewster residents. The Swap Shop has a well-trained volunteer base and has worked with our residents to ensure only acceptable items are brought to the shop. The Swap Shop is a very popular re-use location and at times, during

operations, must stop accepting items. During those times, residents were continually encouraged to seek other opportunities to reuse and repurpose unwanted items including donating to local thrift shops. The 2022 season was deemed a success.

FIXIT CLINIC. The Commission joined forces with the Brewster Ladies Library to offer a Fixit Clinic in August. This project addressed the need to focus on the many Rs that come before Recycling, such as repair, reuse and repurpose. The event, although small, resulted in a 95% repair rate, including complex items such as chain saws and sewing machines.

DOG PARK RECYCLING. The Commission was asked to weigh in on the trash and recycling setup proposed for Brewster’s new dog park, resulting in the placement of a recycling bin on-site, rather than just a trash can.

POSSIBLE NIPS BAN. The idea of a “nips” ban remained on the table until later in the year at which time the Commission voted to support a ban on these non-recyclable, littered items. At its November meeting, a motion was passed to make a presentation to Select Board presenting two options: placing the article on Town Meeting or having the ban attached to the annual liquor license. The Commission most likely will spend time on educating the public and the business owners about the nips ban in 2023.

Brewster’s solid waste and recycling system continues to evolve based on the marketability of our recyclables and the flexibility of our users. The Commission is incredibly grateful for the support it receives from the Department of Public Works, members of our Town Government and the residents who use the Brewster Recycling Center.

Respectfully submitted,

Margretta (Meg) Morris, Chair  
Annie Dugan, Member  
Peter Johnson, Member  
Griffin Ryder, Member and DPW Director  
Katie Scott, Member  
Pat Semple, Member  
Susan Skidmore, Member

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Frank Bridges, Finance Committee Liaison  
Annette Graczewski, Board of Health Liaison  
Dr. Mary Chaffee, Select Board Liaison  
Donna Kalinick, Town Administration and Swap Shop Liaison  
Emily Sumner, Data Collection

# REPORT OF VETERANS SERVICES DEPARTMENT

To the Honorable Board of Selectmen and the Citizens of the Town of Brewster

The following report is of the activities of the Department of Veterans' Services for the Town of Brewster for Calendar Year 2022.

One of our two primary functions is to administer low-income benefits under Massachusetts General Law Chapter 115 for veterans who are honorably discharged or their widows and dependents, who establish need and worthiness and are residents of the Town of Brewster. During the year, the Town of Brewster, through our office, provided local aid to qualified veterans totaling \$75,035.74 for housing, food, heat, medical and other related needs. The amount expended was reimbursed to the Town by the Commonwealth at a rate of 75% of total expenditures.



We also provide services to veterans and their dependents in obtaining federal government (Veterans' Affairs) benefits. Over the past year this office assisted in obtaining \$2,351,560.32 in VA cash tax free benefits for service-connected injuries and VA non-service-connected pensions for Brewster veterans and widows/widowers. This is a 15% increase over 2021 benefits. These federal funds greatly reduce the demand for Brewster

Chapter 115 funds and are received tax free and returned to your local economy.



We encourage any veteran or dependent of a veteran to contact us at 1-508-778-8740 Monday through Friday from 8:30 AM to 4:30 PM. Our Hyannis office is open 5 days per week. Our Harwich office is open Tuesdays and Thursdays from 9:00AM to 4:00PM and is located at 100 Oak Street. Please call for an appointment. We also have a website at [www.capevets.org](http://www.capevets.org) where our intake form can be submitted. It also contains our CH115 benefits calculator and links to a variety of other veteran benefits and claims portals.

We extend our thanks to the Board of Selectmen, the Town Administrator and Town Accountant for their outstanding support of our veterans in need throughout the year.

In Service to Veterans,

Greg Quilty, Director, Barnstable District,  
Department of Veterans' Services

Shawney Carroll, Assistant Director and Veterans  
Service Officer

# REPORT OF THE VISION PLANNING COMMITTEE

The Vision Planning Committee (VPC) was appointed by the Select Board in March 2020 with the charge of:

*Continuing to foster public outreach and communication about the implementation of the 2018 Vision Plan and working with the Town staff and the community to develop a Local Comprehensive Plan (LCP) based on the Vision Plan goals.*

In January 2021, the VPC developed an approach to the first element of its charge: documenting implementation to date of actions under the Vision Plan's eight building blocks. The approach included identifying key implementation stakeholders for each building block and developing a standard interview guide to ensure that the same information was gathered during each interview. The interviews focused on what had been achieved, how the Vision Plan had influenced work agendas, what had challenged implementation, and what lay ahead. Over two months, the Committee conducted 50 individual and group interviews with key Town committees and departments, community organizations, and local businesses.

The research revealed that, despite the challenges imposed by Covid-19, the Town and local organizations had undertaken approximately 100 actions to achieve the Vision Plan goals. The interviewees credited this progress to the dedication of Town staff and the fortunate alignment of citizens' priorities with the direction of the Town government and community organizations. The results of the VPC's work are documented in "*Brewster's Vision Plan: How the Community's Vision for the Future is Taking Shape*", submitted to the Select Board and the public in June 2021. The document is available on the Town website and from the Planning Department.

In late 2021, the Committee turned its focus to the development of the Local Comprehensive Plan (LCP). An LCP is not law or regulation and does not create regulatory mandates or restrictions. Brewster's LCP will be intended to guide land use decisions, policies, zoning reform and other Town actions and investments for the next 5-to-10 year planning period. In essence, it describes how Brewster looks today and where it

wants to go in the future. The LCP uses the Vision Plan as the basic framework and has been developed with general guidance from the Cape Cod Commission, adapted to Brewster's specific needs and circumstances. The LCP will consist of several chapters including the community's vision statement, an analysis of existing conditions, an action plan, a description of capital facilities planning, and a summary of the Housing Production Plan.

As the first step in developing a draft LCP, the VPC affirmed the statement of the community's vision from the Vision Plan to guide the LCP with a few updates. The Committee then reviewed the alignment of the Vision Plan building block goals with the goals in the Cape Cod Regional Policy Plan and made a few modifications to Brewster's goals to improve the fit. In response to changing conditions in Brewster and beyond, the Committee added two new building blocks for the LCP: Climate Mitigation and Adaptation and Solid Waste Management. The Committee and consultants updated the Summary Papers which had been prepared for the Vision Plan workshops and prepared Summary Papers for the two new building blocks. These Summary Papers were used as the background for the analysis of existing conditions.

The most critical component of the LCP is the action plan, which is a list of strategies and actions associated with the building blocks to further the Plan's vision and goals. The Committee drew on actions from the Vision Plan and recommendations from the implementation interviews to develop a list of potential actions for public comment through a town-wide survey. The "Next Steps" survey was widely publicized through announcements on Brewster's Town website and social media, pop-up events at locations in town, postcards sent to every property owner, and newspaper articles. In February 2022, over 2,300 people expressed their agreement or disagreement with the possible actions and included hundreds of comments about these actions. This high number of responses, a record for Town surveys, represented 25% of adult residents in Brewster. The survey responses and comments formed the basis of the first draft of the action plan. Wanting to ensure that the proposed actions were realistic

and implementable, the Committee worked with Town staff to organize workshops of staff and other local organizations to refine the list of draft actions. The list of actions was not intended to be a complete list of all that the Town could do but does include the most important actions essential to advancing the vision and identified goals in the LCP.

The VPC prepared a draft action plan and a summary of the LCP and released it for public comment in late July. At the end of this period, the VPC reviewed comments received and revised the action plan in consideration of the comments. The VPC prepared a final draft LCP in September 2022, which was reviewed and endorsed at a joint public hearing of the Select Board and Planning Board in October 2022. The Select Board then placed the final draft LCP on the Fall 2022 Town Meeting warrant to consider its adoption.

Despite some very favorable comments about the draft LCP and the Committee's work, Town Meeting did not vote to adopt the LCP but instead voted to remand the LCP to the VPC for further consideration. Town Meeting had concerns about the proposed Wing Island Boardwalk project, which, although independent of the LCP, was referenced in the LCP. Thus, work on finalizing and adopting the LCP will continue into 2023.

Respectfully submitted,

Hal Minis, Chair  
Sharon Tennstedt, Vice Chair  
Amanda Bebrin,  
Andi Genser  
Patricia Hess  
Suzanne Kenney  
Fran Schofield  
Alex Wentworth



# REPORT OF THE WATER QUALITY REVIEW COMMITTEE

The Water Quality Review Committee (WQRC) implements Brewster's Water Quality Protection District Zoning Bylaw. The bylaw establishes regulations governing land uses, structures, and activities within the Water Quality Protection District to mitigate their potential impact upon the Town's water resources. The Brewster Water Protection District includes the Brewster Public Water Supply Wells Zone I and Zone II, the Groundwater Protection District, and the Pleasant Bay Watershed. Amendments to the Water Quality Protection District Section 53 of the Chapter 179 Zoning Bylaws were approved at Brewster's Special Town Meeting on November 15, 2021.

The purposes of the Water Quality Protection Bylaw are:

1. To promote the health, safety, and general welfare of the community by ensuring an adequate quality and quantity of drinking water for the residents, institutions, and businesses of the Town of Brewster;
2. To preserve and protect all existing and potential sources of drinking water supplies within Brewster's borders;
3. To identify uses that should be prohibited or allowed only by special permit and to establish performance standards that must be met for all uses within a Zone I, Zone II and/or the District of Critical Planning Concern ("DCPC").
4. To protect groundwater and surface water resources from viral, pathogenic, phosphorus and nitrogen contamination and pollution from stormwater runoff;
5. To complement Massachusetts Department of Environmental Protection regulations governing groundwater protection and the Commonwealth's efforts to protect surface and coastal waters;
6. To protect other sensitive water resource areas, including those land areas that contribute recharge to private drinking water supply wells;
7. To conserve the natural resources of the Town; and
8. To prevent temporary and permanent contamination of the water resources of the Town.

The bylaw establishes performance standards to preserve the natural land surface and its ability to provide high quality water recharge to the groundwater, to limit sewage flow and fertilizer application to amounts which will be adequately diluted by natural recharge and to prevent the discharge of or leakage of toxic or hazardous substance into the surface and groundwater resource. The bylaw requires all new, altered or expanded uses within Brewster's water supply wells Zone I, Zone II and/or the Groundwater Protection District, and the Pleasant Bay Watershed District area meet established performance standards.

The WQRC's primary function consists of reviewing new and renewal applications for Water Quality Certificates of Compliance for building any new principal structure other than a single-family dwelling, for change in use or occupancy requiring a certificate of use and occupancy under the State Building Code, and for occupancy of any premises involving the storage, handling or transportation of toxic or hazardous wastes.

The WQRC reviews all applications to ensure compliance with the bylaw's requirements and performance standards is well documented, and that the applicant has adequately demonstrated compliance with the requirements of the bylaw prior to issuing a Certificate of Water Quality Compliance. If a special use permit is required, the WQRC submits its comments and recommendations for approval, conditional approval, or denial of the application to the Planning Board for consideration in its review.

Following issuance of a Certificate of Water Quality Compliance, the WQRC regularly reviews compliance with the bylaw and the applicant's original certificate. To remain in compliance with the bylaw, property owners are required to submit a renewal application, providing information documenting compliance with the bylaw and any changes in use at the property to the WQRC to request renewal of their certificates every three years.

In 2022, the WQRC reviewed renewal applications and granted Certificate of Water Quality Compliance Certificates to the following facilities:



1. American Tower, 26 Freemans Way
2. AEH Custom Builders, 1 Bog Hill Road
3. Cape Cod Covenant Church, 11 Satucket Road
4. Cape Sand & Recycling, LLC, 1515 Freemans Way
5. SBA Infrastructure, 10 Freemans Way

The WQRC also continues to review operations and comprehensive groundwater quality monitoring data to review compliance with the bylaw at the following facilities:

1. Cape Sand and Recycling, LLC Wood Waste Reclamation Facility, 1517 Freemans Way

2. Cape Cod Grow Lab, 95 Alexander Avenue
3. Proposed NextGrid Solar Array, 443 Freemans Way

The WQRC thanks the fulltime staff members that participate in the Committee for their continued active engagement, participation, dedication, and professionalism. The Committee also wishes to thank Beth Devine for her outstanding administrative support of the Committee's work.

Respectfully submitted,

Cynthia Baran, Chair, Water Commissioner  
Amy von Hone, Vice Chair, Health Director  
Ned Chatelain, Select Board  
Kimberly Crocker Pearson, Board of Health  
Robert Michaels, Planning Board  
Chris Miller, Natural Resources Director  
Davis Walters, Building Commissioner



# REPORT OF THE ZONING BOARD OF APPEALS

The Zoning Board of Appeals (ZBA) is a quasi-judicial body that operates under the authority of Chapter 40B of the General Laws of the Commonwealth of Massachusetts for the purpose of promoting the health, safety, convenience, and general welfare of the inhabitants of the Town of Brewster.

The ZBA hears and decides on zoning cases related to the following:

- Applications for special permits
- Petitions for variances
- Appeals from code-enforcement decisions
- Chapter 40B comprehensive permits

The Zoning Board of Appeals consists of nine members appointed by the Selectmen, five regular members and four alternate members. Currently the Board consists of regular members Brian Harrison (Chair), Jeff Carter (Vice-chair), Bruce MacGregor, Patricia Eggers, and Trish Metz and four alternate member vacancies.

The Zoning Board of Appeals meets on the 2<sup>nd</sup> Tuesday of the month at the Brewster Town Hall at 7:00 PM. The Board is currently meeting virtually via Zoom due to the COVID 19 pandemic. All hearings of the ZBA are open to the public. Hearings are advertised in the local paper and abutters are notified 2 weeks in advance of the hearing. Meeting agendas are posted in the Town Hall and on the Town's website. Meetings are recorded and available for viewing on the Town's website, Facebook page or the Local Cable Channel 18. The Zoning By-law and Town Zoning Map can be found on the Town website under the Planning Department webpage.

## Summary of 2022 Applications

- During calendar year 2022, a total of twenty-two (22) cases were heard by the Zoning Board of Appeals. Nine (9) of the cases heard by the Board were continued. The ZBA continued to experience more complex and time-consuming cases than in past years.
- The Zoning Board of Appeals granted eight (8) Special Permits, two (2) Special Event Permits, two (2) Accessory Dwelling Units (ADUs), two (2) Amended Decisions and two (2) Appeals of the Zoning Enforcement Officer.
- Two (2) cases were withdrawn without prejudice, one (1) for a variance and one (1) for a special event permit.
- Two (2) cases requested continuance into 2023.

We would like to take this opportunity to welcome Trish Metz as our new member of the Board and thank Arthur Stewart and Jeanne Kampas for their contributions to the Board, they will be missed. We would also like to thank the Department Administrative Assistant Ellen Murphy for her contributions to the Board which are essential to our success.

Respectfully submitted,  
Brian Harrison, Chair



# **TOWN FINANCIALS & ELECTIONS**

# TOWN FINANCIALS

## TOWN OF BREWSTER, MASSACHUSETTS Combined Balance Sheet - All Fund Types and Account Groups as of June 30, 2022

	Governmental Fund Types			Proprietary Fund Types		Fiduciary	Account	Totals (Memorandum Only)
	General	Special	Capital	Enterprise	Internal	Trust and	Long-term	
		Revenue	Projects		Services	Agency	Debt	
<b>ASSETS</b>								
Cash and cash equivalents	10,219,979.55	11,999,328.83	1,031,360.46	2,144,933.72		8,843,250.70		34,238,853.26
Investments								0.00
Receivables:								
Personal property taxes	8,102.88							8,102.88
Real estate taxes	344,907.55	9,162.93						354,070.48
Allowance for abatements	(769,903.26)							(769,903.26)
Tax liens	387,294.60	11,014.14		9,145.43				407,454.17
Deferred taxes	67,982.05							67,982.05
Motor vehicle excise	199,367.60							199,367.60
Other excises	4,238.00							4,238.00
User fees	750.00	313,945.42		91,060.16				405,755.58
Utility liens added to taxes				3,017.88				3,017.88
Departmental								0.00
Special assessments		262,880.16						262,880.16
Due from other governments			1,601,227.95					1,601,227.95
Other receivables								0.00
Foreclosures/Possessions	367,405.32	3,599.11						371,004.43
Prepays								0.00
Due to/from other funds								0.00
Working deposit								0.00
Inventory								0.00
Fixed assets, net of accumulated depreciation								0.00
Amounts to be provided - payment of bonds							39,425,000.00	39,425,000.00
Amounts to be provided - vacation/sick leave								0.00
<b>Total Assets</b>	<b>10,830,124.29</b>	<b>12,599,930.59</b>	<b>2,632,588.41</b>	<b>2,248,157.19</b>	<b>0.00</b>	<b>8,843,250.70</b>	<b>39,425,000.00</b>	<b>76,579,051.18</b>

<b>LIABILITIES AND FUND EQUITY</b>								
<b>Liabilities:</b>								
Warrants payable								0.00
Accounts payable								0.00
Accrued payroll								0.00
Withholdings	354,976.34							354,976.34
Accrued claims payable								0.00
Due to/from other funds								0.00
Due to other governments								0.00
Other liabilities	156.30							156.30
<b>Deferred revenue:</b>								
Real and personal property tax	(416,892.83)	9,162.93						(407,729.90)
Tax liens	387,294.60	11,014.14		9,145.43				407,454.17
Deferred taxes	67,982.05							67,982.05
Foreclosures/Possessions	367,405.32	3,599.11						371,004.43
Motor vehicle excise	199,367.60							199,367.60
Other excises	4,238.00							4,238.00
User fees	750.00	313,945.42		91,060.16				405,755.58
Utility liens added to taxes				3,017.88				3,017.88
Departmental								0.00
Special assessments		262,880.16						262,880.16
Due from other governments			1,601,227.95					1,601,227.95
Other receivables								0.00
Deposits receivable								0.00
Prepaid taxes/fees								0.00
Tailings								0.00
IBNR								0.00
Agency Funds						93,390.01		93,390.01
Notes payable			4,640,000.00					4,640,000.00
Bonds payable							39,425,000.00	39,425,000.00
Vacation and sick leave liability								0.00
<b>Total Liabilities</b>	<b>965,277.38</b>	<b>600,601.76</b>	<b>6,241,227.95</b>	<b>103,223.47</b>	<b>0.00</b>	<b>93,390.01</b>	<b>39,425,000.00</b>	<b>47,428,720.57</b>
<b>Fund Equity:</b>								
Reserved for encumbrances	873,903.25	29,250.28		8,561.30				911,714.83
Reserved for expenditures								0.00
Reserved for continuing appropria	3,411,594.75	2,314,351.87	(4,500.00)	525,572.83				6,247,019.45
Reserved for petty cash	650.00			200.00				850.00
Reserved for appropriation deficit								0.00
Reserved for snow and ice deficit								0.00
Reserved for COVID-19 deficit								0.00
Reserved for debt service								0.00
Reserved for premiums	146,759.19							146,759.19
Reserved for working deposit								0.00
Undesignated fund balance	5,431,939.72	7,553,124.96	(3,604,139.54)	1,610,599.59		8,749,860.69		19,741,385.42
Reserved Fund Balance CPA		2,102,601.72						2,102,601.72
Unreserved retained earnings								0.00
Investment in capital assets								0.00
<b>Total Fund Equity</b>	<b>9,864,846.91</b>	<b>11,999,328.83</b>	<b>(3,608,639.54)</b>	<b>2,144,933.72</b>	<b>0.00</b>	<b>8,749,860.69</b>	<b>0.00</b>	<b>29,150,330.61</b>
<b>Total Liabilities and Fund Equit</b>	<b>10,830,124.29</b>	<b>12,599,930.59</b>	<b>2,632,588.41</b>	<b>2,248,157.19</b>	<b>0.00</b>	<b>8,843,250.70</b>	<b>39,425,000.00</b>	<b>76,579,051.18</b>

**TOWN OF BREWSTER, MASSACHUSETTS**

**GENERAL FUND RECEIPTS**

**Fiscal Year July 1, 2021 to June 30, 2022**

<b>GENERAL FUND REVENUES:</b>		
<b>TAXES:</b>		
Personal Property		766,682
Real Estate		37,121,643
Other Taxes		24,910
<b>Total Taxes</b>		<b><u>37,913,235</u></b>
<b>LOCAL RECEIPTS:</b>		
Motor Vehicle Excise	1,727,711	
Meals Excise	224,812	
Traditional Lodging	1,595,537	
Short Term Rentals	1,229,255	
Boat Excise	9,925	
Penalties & Interest	173,344	
Payments in Lieu of Taxes	6,859	
Charges for Services- Trash Disposal	577,000	
Fees	103,393	
Rentals	89,189	
Departmental Revenue	153,784	
Licenses & Permits	1,075,529	
Special Assessments	6,400	
Fine & Forfeitures	38,693	
Earnings on Investments	9,323	
Medicare/Medicaid Reimbursements	67,585	
Misc. Recurring	35,271	
Misc. Non-Recurring	174,109	
<b>Total Local Receipts</b>		<b><u>7,297,719</u></b>
<b>STATE REVENUE - Cherry Sheet</b>		
Exemptions: Vets, Blind, SS, Elderly	59,038	
State Owned Land	354,519	
Unrestricted General Gov't Aid	473,307	
Veterans Benefits	60,558	
Other State Aid	14,404	
School-Aid-Chapter 70	1,024,909	
<b>Total State Revenue</b>		<b><u>1,986,735</u></b>
<b>Transfers From Other Funds</b>		<b><u>1,896,261</u></b>
<b>GRAND TOTAL GENERAL FUND REVENUES</b>		<b><u>49,093,950</u></b>

**TOWN OF BREWSTER, MASSACHUSETTS  
GENERAL FUND EXPENDITURES  
Fiscal Year July 1, 2021 -June 30, 2022**

<b>DEPARTMENT NAME</b>	<b>Final Budget</b>	<b>Expended</b>	<b>Ending Balance</b>	<b>% Expended</b>
Moderator Wages	\$300.00	\$300.00	\$0.00	100.00%
Select Board/ Town Manager Wages	\$463,041.00	\$445,492.47	\$17,548.53	96.21%
Select Board/ Town Manager Expenses	\$77,625.00	\$58,779.01	\$18,845.99	75.72%
Select Board/Town Manager Capital & Special Projects	\$3,652,187.72	\$2,848,440.37	\$803,747.35	77.99%
Finance Committee/Reserve Fund Expenses	\$85,500.00	\$4,443.45	\$81,056.55	5.20%
Accountant- Wages	\$192,995.00	\$191,660.52	\$1,334.48	99.31%
Accountant- Expenses	\$38,065.00	\$36,830.19	\$1,234.81	96.76%
Assessor - Wages	\$126,410.00	\$125,133.78	\$1,276.22	98.99%
Assessor- Expenses	\$11,875.00	\$6,127.34	\$5,747.66	51.60%
Assessor - Capital & Special Projects	\$227,000.00	\$46,500.00	\$180,500.00	20.48%
Treasurer/Collector- Wages	\$271,476.00	\$259,740.00	\$11,736.00	95.68%
Treasurer/Collector- Expenses	\$39,855.00	\$23,382.86	\$16,472.14	58.67%
Treasurer/Collector- Capital & Special Projects	\$10,150.42	\$0.00	\$10,150.42	0.00%
Legal- Expenses	\$165,640.00	\$143,032.36	\$22,607.64	86.35%
Human Resources- Wages	\$126,035.00	\$110,555.18	\$15,479.82	87.72%
Human Resources- Expenses	\$26,800.00	\$15,792.47	\$11,007.53	58.93%
Information Technology- Wages	\$111,888.00	\$111,887.34	\$0.66	100.00%
Information Technology- Expenses	\$227,503.00	\$220,424.32	\$7,078.68	96.89%
Information Technology- Capital & Special Projects	\$158,820.26	\$111,244.82	\$47,575.44	70.04%
Town Clerk- Wages	\$163,145.00	\$166,128.43	(\$2,983.43)	101.83%
Town Clerk- Expenses	\$25,375.00	\$22,284.19	\$3,090.81	87.82%
Town Clerk- Capital & Special Projects	\$22,800.00	\$22,582.95	\$217.05	99.05%
Registrar- Wages	\$12,100.00	\$6,824.26	\$5,275.74	56.40%
Planning- Wages	\$178,988.00	\$144,792.33	\$34,195.67	80.89%
Planning- Expenses	\$2,500.00	\$1,627.09	\$872.91	65.08%
Public Buildings/Facilities- Wages	\$135,596.00	\$134,744.63	\$851.37	99.37%
Public Buildings/Facilities- Expenses	\$36,833.00	\$34,314.81	\$2,518.19	93.16%
Public Buildings/Facilities- Capital & Special Projects	\$81,505.99	\$8,070.75	\$73,435.24	9.90%
<b>TOTAL GENERAL GOVERNMENT</b>	<b>\$6,672,009.39</b>	<b>\$5,301,135.92</b>	<b>\$1,370,873.47</b>	<b>79.45%</b>
Police- Wages	\$2,805,475.00	\$2,715,876.30	\$89,598.70	96.81%
Police- Expenses	\$178,520.00	\$173,446.88	\$5,073.12	97.16%
Police- Capital & Special Projects	\$389,849.02	\$180,943.66	\$208,905.36	46.41%
Fire- Wages	\$2,413,672.00	\$2,359,591.86	\$54,080.14	97.76%
Fire- Expenses	\$733,600.00	\$734,093.99	(\$493.99)	100.07%
Fire- Capital & Special Projects	\$359,778.24	\$66,926.85	\$292,851.39	18.60%
Building & Inspections- Wages	\$412,746.00	\$401,285.36	\$11,460.64	97.22%
Building & Inspections- Expenses	\$7,625.00	\$9,570.77	(\$1,945.77)	125.52%
Sealer of Weights & Measures	\$9,456.00	\$9,455.00	\$1.00	99.99%
Natural Resources- Wages	\$372,856.00	\$354,627.44	\$18,228.56	95.11%
Natural Resources- Expenses	\$76,164.00	\$67,384.87	\$8,779.13	88.47%
Natural Resources- Capital & Special Projects	\$538,361.08	\$95,219.28	\$443,141.80	17.69%
<b>TOTAL PUBLIC SAFETY</b>	<b>\$8,298,102.34</b>	<b>\$7,168,422.26</b>	<b>\$1,129,680.08</b>	<b>86.39%</b>

Stony Brook Elementary School Wages	\$3,195,076.28	\$3,195,076.28	\$0.00	100.00%
Stony Brook Elementary School Expenses	\$1,027,504.80	\$1,021,389.74	\$6,115.06	99.40%
Eddy Elementary School Wages	\$2,979,088.09	\$2,979,088.09	\$0.00	100.00%
Eddy Elementary School Expenses	\$749,818.93	\$748,576.55	\$1,242.38	99.83%
Brewster Elementary Schools- Capital & Special Projects	\$417,576.78	\$115,818.97	\$301,757.81	27.74%
NRSD School Assessment	\$11,919,499.00	\$11,919,499.00	\$0.00	100.00%
NRSD- Capital & Special Projects	\$550,242.00	\$333,785.03	\$216,456.97	60.66%
Cape Cod Tech - School Assessment	\$1,235,073.00	\$1,214,343.00	\$20,730.00	98.32%
<b>TOTAL EDUCATION</b>	<b>\$22,073,878.88</b>	<b>\$21,527,576.66</b>	<b>\$546,302.22</b>	<b>97.53%</b>
Public Works- Wages	\$1,251,716.00	\$1,240,068.93	\$11,647.07	99.07%
Public Works- Expenses	\$794,353.00	\$770,664.99	\$23,688.01	97.02%
Public Works- Capital & Special Projects	\$1,458,855.95	\$633,109.65	\$825,746.30	43.40%
Snow & Ice- Wages & Expenses	\$202,119.00	\$202,118.63	\$0.37	100.00%
Street Lighting	\$5,515.00	\$3,461.35	\$2,053.65	62.76%
Cemetery- Capital	\$19,975.00	\$12,069.97	\$7,905.03	60.43%
<b>TOTAL PUBLIC WORKS</b>	<b>\$3,732,533.95</b>	<b>\$2,861,493.52</b>	<b>\$871,040.43</b>	<b>76.66%</b>
Board of Health- Wages	\$222,522.00	\$222,478.22	\$43.78	99.98%
Board of Health- Expenses	\$38,625.00	\$37,559.09	\$1,065.91	97.24%
Council on Aging- Wages	\$344,603.00	\$295,055.11	\$49,547.89	85.62%
Council on Aging- Expenses	\$30,590.00	\$28,430.79	\$2,159.21	92.94%
Council on Aging- Capital & Special Projects	\$40,000.00	\$39,966.00	\$34.00	99.92%
Veterans Services- Benefits & Assessment	\$131,094.37	\$101,813.79	\$29,280.58	77.66%
Local Funding- Expenses	\$144,900.00	\$144,900.00	\$0.00	100.00%
<b>TOTAL HUMAN SERVICES</b>	<b>\$952,334.37</b>	<b>\$870,203.00</b>	<b>\$82,131.37</b>	<b>91.38%</b>
Library- Wages	\$519,049.00	\$505,904.16	\$13,144.84	97.47%
Library- Expenses	\$175,000.00	\$173,188.09	\$1,811.91	98.96%
Library- Capital & Special Projects	\$44,418.00	\$12,292.00	\$32,126.00	27.67%
Recreation- Wages	\$202,410.00	\$190,465.91	\$11,944.09	94.10%
Recreation- Expenses	\$9,995.00	\$6,738.54	\$3,256.46	67.42%
Recreation- Capital & Special Projects	\$15,000.00	\$0.00	\$15,000.00	0.00%
Alewives- Wages & Expenses	\$4,350.00	\$3,300.00	\$1,050.00	75.86%
Millesites- Wages & Expenses	\$4,000.00	\$3,843.47	\$156.53	96.09%
Chamber of Commerce - Local Business Funding	\$27,000.00	\$27,000.00	\$0.00	100.00%
Town Band	\$3,500.00	\$3,500.00	\$0.00	100.00%
Skipping Program	\$4,500.00	\$4,500.00	\$0.00	100.00%
Memorial Day Expenses	\$1,500.00	\$0.00	\$1,500.00	0.00%
Arts Council - Program Expense	\$1,000.00	\$1,000.00	\$0.00	100.00%
<b>TOTAL CULTURE &amp; RECREATION</b>	<b>\$1,011,722.00</b>	<b>\$931,732.17</b>	<b>\$79,989.83</b>	<b>92.09%</b>
TOTAL DEBT- PRINCIPAL & INTEREST	\$2,407,298.00	\$2,401,101.41	\$6,196.59	99.74%
STATE, COUNTY, & LOCAL ASSESSMENTS	\$677,345.00	\$671,714.00	\$5,631.00	99.17%
EMPLOYEE BENEFITS (TOWN & SCHOOLS)	\$6,168,922.00	\$5,928,375.39	\$240,546.61	96.10%
UTILITIES	\$444,221.00	\$420,394.82	\$23,826.18	94.64%
PROPERTY & LIABILITY INSURANCE	\$467,250.00	\$441,220.08	\$26,029.92	94.43%
TRANSFERS TO OTHER FUNDS	\$742,000.00	\$742,000.00	\$0.00	100.00%
<b>TOTAL OTHER</b>	<b>\$10,907,036.00</b>	<b>\$10,604,805.70</b>	<b>\$302,230.30</b>	<b>97.23%</b>
<b>GRAND TOTAL GENERAL FUND EXPENDITURES</b>	<b>53,647,616.93</b>	<b>49,265,369.23</b>	<b>4,382,247.70</b>	<b>91.83%</b>



**TOWN OF BREWSTER, MASSACHUSETTS**

**Trust Fund Balance Detail**

**as of June 30, 2022**

			<b>Fund Balance</b>
<b>Fund Name</b>			<b>6/30/2022</b>
Community Preservation Act			4,266,291
Golf Special Revenue Fund			2,851,262
Long Pond Monitoring-0726			2,663
Open Space Gift 122-1023			393
Gift- Xmas Tree Herring Run 122-1046			2,175
Crosby Ramp 122-1112			1,000
Gifts - Memorial-1113			1
Ocean Edge-MEPA S61 122-1214			14,533
Gift-Crosby Linnel Landing-1650			350
Gift-Dog Park Design 122-			104
Animal Welfare			6,812
Police Gifts			4,586
Brew Run Gift OT 220-0818			17
Fire Dept. Gifts & Donations			2,000
Natural Resources-Gift			6,436
Wing Island Boardwalk Donations			19,557
Wood for Swap Shop			644
Gift-COA 6172			113,667
Skippers			2,312
Gift-Breakfast with Santa			2,394
Crosby-gift			6,051
Gifts-1014-old mill site			23,965
FEMA Fed Grant - Covid Expenses			(238,253)
CDBG/DHCD Fed Grant			(32,432)
Massworks Grant- Brewster Woods 122-0227			(6,791)
Cape Cod Commission			5,576
MTC Clean Energy Choice-Solar Panels			21,320
Cape Cod Tornado Grant			17,710
Green Communities State Grant			(20,882)
Pathways Grant- Barn County 122- 3399			91
Wellness Grant-CCMGH			35
Comm Compact HR Audit Grant 122-1287			5,200
Comm. Compact IT Grant			12,278
State Aid for Elections (polling hours)			15,053
MVP Planning Grant 175-1266			310
Drummer Boy Park Trail Enhancement Project			8,067
FY22 SAFE Grant			1,775
FY22 Senior SAFE			1,200

Punkhorn Land Management		306
Punkhorn Wildfire Mitigation Grant		2,882
FY22 Foundation Reserve		3,664
Municipal Waste reduction grant		455
Sustainable Materials Grant		9,000
Septic Repair Program Grant		9,463
Nutrition Program / Elder Services 541-1018		3,031
Elder Services-Transportation Grant 541-1057		2,183
Library State Aid Grant		64,734
Arts Council -ST Grant 122-1025		1,075
School Lunch - Stony		77,533
School Lunch - Eddy		98,747
CC5 Educational Mini-Grant		1,599
Gifts Donations Contract Services - Stony Brook		6,900
Stony Elementary School Building Use		6,522
Stony Bldg Rental - YMCA		10,638
Stony Bldg Use/Grounds User Fees		3,075
Stony Garden Club Educational Grant		1,898
Eddy CC5 Educational Mini-Grant		3,488
Eddy Gifts Donations		13,087
Eddy Unicycle Grant		1,680
Eddy Big Yellow School Bus - Special Events		50
Eddy Garden Club Educational Grant		865
Eddy Friends of Pleasant Bay Grant		1,663
Insurance Revolving - Eddy		916
CCSC BAN/Bond Premium		1,191
Telecommunication Revolving Fund		442,487
Insurance Revolving - Police		2,223
Recreation Revolving Fund		207,987
Crosby Mansion & Cottages Revolving Fund		73,696
Circuit Breaker - SPED		253,846
Waterways RRFA		34,368
Cable Franchise RRFA		640,769
Conservation & Wetland Protection		81,899
Mooring Fees		23,685
TNC RRFA		4,332
Brewster Memorial Cemetary RRFA		21,954
Ambulance RRFA Fund		2,299,114
RRFA Septic Betterments		56,428
RRFA Water Betterments		3,346
RRFA Road Betterments		409,179
<b>Total Special Revenue Fund Balance</b>		<b>11,999,430</b>

**TOWN OF BREWSTER, MASSACHUSETTS**  
**Trust Fund Balance Detail**  
**as of June 30, 2022**

<b>Fund Name</b>	<b>Fund Balance 6/30/2022</b>
Chapter 90 Mass DOT	(4,500)
Land Acq A92 586	3,072
F/B Land Acq A64 588	15,000
A5 STM 12/3/18 Tritown Demo	786
A3 5a STM 11/17 Fuel Depot Engineer/Design/Construct	13,448
A2 STM 9-2-15 Captl - Parking Lot Improvement Project	4,291
A9 6c ATM 5/21 Water System Generator Project	(288,726)
A30 ATM 5/15 Road Repair/Resurface (Debt Exclusion)	10,293
A23 ATM 501 Sough Rd Wtr Main Ext	63,380
A30 ATM 506 Cranview Rd Water Main Ext	69,951
A30 ATM 507 Fiddlers Lane	11,642
A15 STM 1100 Sears Rd Water Main Ext	4,399
Maple Lane Water Main Extension - Betterment	1,952
Fund Balance Reserved - Bond Premium	24,062
A20 ATM 5/16 Leona Terrace	41,490
A20 ATM 5/15 PRB Tower Hill Cr	161,921
A19 ATM 5/15 PRB Moss Commons & Magnet	34,612
Fund Balance Reserved - Bond Premium	160,228
Fund Balance Reserved - Bond Premium	54,059
A1 STM 9.21 Besse Cartway Acquisition CCSC	(3,990,000)
<b>Total Capital Projects Fund Balance</b>	<b>(3,608,640)</b>

**TOWN OF BREWSTER, MASSACHUSETTS**

**Trust Fund Balance Detail**

**as of June 30, 2022**

<b>Fund Number</b>	<b>Fund Name</b>	<b>Fund Balance 6/30/2022</b>
820-1221-3590-80000	OPEB Trust Fund	3,294,393
821-1221-3590-80001	BAHT	827,073
821-1221-3590-80002	BAHT CPA Funds	368,806
822-1221-3590-80003	Stabilization Fund	3,000,409
823-1221-3590-80004	Capital Stabilization Fund	727,471
824-1221-3590-00814	Workers Comp Police/Fire - Insurance Reserve Acct A8 STM 11/13	25,765
824-1221-3590-01284	Brewster COVID19 Relief Trust Fund Expenses	18,557
824-1221-3590-03050	Needy - Sick Children	5,493
824-1221-3590-03051	Irving D. Cummings Fund	28,140
824-1221-3590-03052	Nickerson - Olmstead Fund	1,775
824-1711-3590-03053	Expendable Trust: Conservation	13,193
824-2101-3590-01035	Law Enforcement Trust	18,531
824-4911-3590-03000	Samuel Hall Perpetual Care	738
824-4911-3590-03002	E.C. Ahlberg Perpetual Care	1,107
824-4911-3590-03005	William Gray Perpetual Care	10,874
824-4911-3590-03010	Alice Drown Perpetual Care	737
824-4911-3590-03011	Agnes Montgomery Fund Perpetual Care	737
824-4911-3590-03012	Sears Cemetery Perpetual Care	3,483
824-4911-3590-03013	Dean Sears Fund Perpetual Care	361
824-4911-3590-03014	Homer Clark Fund Perpetual Care	3,858
824-4911-3590-03015	Fred Nickerson Fund Perpetual care	1,846
824-4911-3590-03016	Foster Rd/Pine Grove Cemetery Perpetual Care	112,486
824-4911-3590-03017	Brewster Memorial Perpetual Care	13,800
824-9451-3590-02209	A22 STM Nov 08 - Insurance Reserve Fund - Bldgs Chap 40 S13 MGL	62,438
825-4911-3590-03000	Samuel Hall Fund	200
825-4911-3590-03002	E.C. Ahlberg Fund	300
825-4911-3590-03005	William Gray Fund	3,000
825-4911-3590-03010	Alice Drown Fund	200
825-4911-3590-03011	Agnes Montgomery Fund	200
825-4911-3590-03012	Sears Cemetery	1,000
825-4911-3590-03013	Dean Sears Fund	100
825-4911-3590-03014	Homer Clark Fund	1,000
825-4911-3590-03015	Fred Nickerson Fund	500
825-4911-3590-03016	Foster RdPine Grove Cemetery	59,025
825-4911-3590-03017	Brewster Memorial Cemetery	84,863
826-1471-3590-03058	C Ellis Scholarship Fund 1292	25,838
826-6301-3590-01189	Youth of the Year Scholarship	29,243
826-6351-3590-02502	Ouimet Scholarship	2,320
<b>Total Expendable Trust Fund Balance</b>		<b>8,749,861</b>

**TOWN OF BREWSTER, MASSACHUSETTS**

**Agency Fund Detail**

**as of June 30, 2022**

<b>Fund Number</b>	<b>Fund Name</b>	<b>Balance 6/30/2022</b>
850-1471-2351-00000	Due to Registry - Bettermentt Release Fee	14
850-1471-2395-00000	Due Deputy - Collected Fees	53
850-2101-2383-00000	Firearm Records Trust 102198	2,725
850-2201-2499-00000	Special Detail - Fire	389
850-4221-2386-00000	Compost Bin Tax	8
850-6351-2381-00000	ProShop Sales Tax	2,067
850-6351-2393-00000	Sales Tax - Golf	8,240
851-1471-2358-00000	Due to Others: Performance Bonds	78,232
851-1471-2359-00000	Due to Others: White Rock Commons Escrow	16,161
851-1471-2363-00000	Performance Bonds	12,000
852-1751-2354-00000	Capt. Solar-DSD-Peer Review	9
852-1751-2358-00000	Due to Others - Escrows Planning & Conservation	2,885
853-1751-2360-00000	Cape Cod Grow	6,730
850-2101-2500-00022	FY22 Special Police Detail	(41,524)
852-1751-2355-00000	Red Top Road Comm. Housg. Escrow	5,400
<b>Total Agency Balance</b>		<b>93,390</b>

# REPORT OF THE TOWN COLLECTOR/TREASURER

Report of Town Treasurer		
<b>Cash as of July 1, 2021</b>		<b>\$ 32,657,835.15</b>
<b>Receipts from Departments</b>		
Tax Collector	\$ 40,992,063.92	
Golf Course	\$ 4,867,303.12	
State Aid	\$ 7,481,639.15	
Water Department	\$ 2,642,225.49	
Other Departments/Sources	\$ 38,016,710.81	<b>\$ 93,999,942.49</b>
<b>Interest Earned</b>		
General Fund	\$ 9,308.01	
Trust & Special Funds	\$ (122,320.88)	<b>\$ (113,012.87)</b>
<b>Disbursements</b>		<b>\$ 91,294,450.04</b>
<b>Cash as of June 30, 2022</b>		<b>\$ 35,250,314.73</b>
<b>Tax Title/Deferral Balance as of July 1, 2021</b>		<b>\$ 518,434.78</b>
<b>Total Payments</b>		
Redemptions	\$ 79,824.97	
Interest, Charges & Fees	\$ 76,164.43	<b>\$ 155,989.40</b>
<b>Accounts Foreclosed or Disclaimed/Vacated</b>		<b>\$ 9,829.97</b>
<b>Amounts Added</b>		
Additional Tax Title	\$ 40,905.29	
Additional Deferrals	\$ 5,751.09	<b>\$ 46,656.38</b>
<b>Balance as of June 30, 2022</b>		
Tax Title Accounts	\$ 407,454.17	
Elderly Tax Deferrals	\$ 67,982.05	<b>\$ 475,436.22</b>

## Report of Town Treasurer

### Road Betterment Assessment Program

#### Prell Circle

Amount borrowed \$67,331.00 on 06/15/2014 at 2.7989690% interest.

#### General Obligation Bond

Due 06/15/2015	\$12,331.00	Paid
Due 06/15/2016	\$10,000.00	Paid
Due 06/15/2017	\$10,000.00	Paid
Due 06/15/2018	\$5,000.00	Paid
Due 06/15/2019	\$5,000.00	Paid
Due 06/15/2020	\$5,000.00	Paid
Due 06/15/2021	\$5,000.00	Paid
Due 06/15/2022	\$5,000.00	Paid
Due 06/15/2023	\$5,000.00	
Due 06/15/2024	\$5,000.00	

#### Allen Drive

Amount borrowed \$83,185.00 on 06/15/2014 at 2.7989690% interest.

#### General Obligation Bond

Due 06/15/2015	\$13,185.00	Paid
Due 06/15/2016	\$10,000.00	Paid
Due 06/15/2017	\$10,000.00	Paid
Due 06/15/2018	\$10,000.00	Paid
Due 06/15/2019	\$10,000.00	Paid
Due 06/15/2020	\$10,000.00	Paid
Due 06/15/2021	\$5,000.00	Paid
Due 06/15/2022	\$5,000.00	Paid
Due 06/15/2023	\$5,000.00	
Due 06/15/2024	\$5,000.00	

#### South Pond Drive/Captain Fitts Road

Amount borrowed \$122,354.00 on 03/01/2016 at 1.900422% interest.

#### General Obligation Bond

Due 03/01/2017	\$12,354.00	Paid
Due 03/01/2018	\$10,000.00	Paid
Due 03/01/2019	\$10,000.00	Paid
Due 03/01/2020	\$10,000.00	Paid
Due 03/01/2021	\$10,000.00	Paid
Due 03/01/2022	\$10,000.00	Paid
Due 03/01/2023	\$10,000.00	
Due 03/01/2024	\$10,000.00	
Due 03/01/2025	\$10,000.00	
Due 03/01/2026	\$10,000.00	
Due 03/01/2027	\$5,000.00	
Due 03/01/2028	\$5,000.00	
Due 03/01/2029	\$5,000.00	
Due 03/01/2030	\$5,000.00	

## Report of Town Treasurer

Report of Town Treasurer				
<b>Ebenezer Lane</b>				
Amount borrowed \$104,720.00 on 03/01/2016 at 1.900422% interest.				
General Obligation Bond				
Due 03/01/2017	\$14,720.00	Paid		
Due 03/01/2018	\$10,000.00	Paid		
Due 03/01/2019	\$10,000.00	Paid		
Due 03/01/2020	\$10,000.00	Paid		
Due 03/01/2021	\$10,000.00	Paid		
Due 03/01/2022	\$10,000.00	Paid		
Due 03/01/2023	\$5,000.00			
Due 03/01/2024	\$5,000.00			
Due 03/01/2025	\$5,000.00			
Due 03/01/2026	\$5,000.00			
Due 03/01/2027	\$5,000.00			
Due 03/01/2028	\$5,000.00			
Due 03/01/2029	\$5,000.00			
Due 03/01/2030	\$5,000.00			
<b>Tower Hill Circle</b>				
Amount borrowed \$226,769.00 on 05/03/2017 at 2.0198317% interest.				
General Obligation Bond				
Due 05/01/2018	\$21,769.00	Paid		
Due 05/01/2019	\$20,000.00	Paid		
Due 05/01/2020	\$20,000.00	Paid		
Due 05/01/2021	\$15,000.00	Paid		
Due 05/01/2022	\$15,000.00	Paid		
Due 05/01/2023	\$15,000.00			
Due 05/01/2024	\$15,000.00			
Due 05/01/2025	\$15,000.00			
Due 05/01/2026	\$15,000.00			
Due 05/01/2027	\$15,000.00			
Due 05/01/2028	\$15,000.00			
Due 05/01/2029	\$15,000.00			
Due 05/01/2030	\$15,000.00			
Due 05/01/2031	\$15,000.00			
<b>Moss Lane/Commons Way</b>				
Amount borrowed \$76,649.00 on 05/03/2017 at 2.0264961% interest.				
General Obligation Bond				
Due 05/01/2018	\$11,649.00	Paid		
Due 05/01/2019	\$5,000.00	Paid		
Due 05/01/2020	\$5,000.00	Paid		
Due 05/01/2021	\$5,000.00	Paid		
Due 05/01/2022	\$5,000.00	Paid		
Due 05/01/2023	\$5,000.00			
Due 05/01/2024	\$5,000.00			
Due 05/01/2025	\$5,000.00			
Due 05/01/2026	\$5,000.00			
Due 05/01/2027	\$5,000.00			
Due 05/01/2028	\$5,000.00			
Due 05/01/2029	\$5,000.00			
Due 05/01/2030	\$5,000.00			
Due 05/01/2031	\$5,000.00			



## Report of Town Treasurer

<b>Leona Terrace</b>					
Amount borrowed \$105,000.00 on 03/15/2018 at 2.867% interest.					
General Obligation Bond					
Due 03/15/2019	\$10,000.00	Paid			
Due 03/15/2020	\$10,000.00	Paid			
Due 03/15/2021	\$10,000.00	Paid			
Due 03/15/2022	\$10,000.00	Paid			
Due 03/15/2023	\$10,000.00				
Due 03/15/2024	\$10,000.00				
Due 03/15/2025	\$10,000.00				
Due 03/15/2026	\$5,000.00				
Due 03/15/2027	\$5,000.00				
Due 03/15/2028	\$5,000.00				
Due 03/15/2029	\$5,000.00				
Due 03/15/2030	\$5,000.00				
Due 03/15/2031	\$5,000.00				
Due 03/15/2032	\$5,000.00				
<b>Water Betterment Assessment Program</b>					
<b>Fiddlers Lane</b>					
Amount borrowed \$96,000.00 on 06/15/2007 at 4.4858575% interest.					
General Obligation Bond					
Due 06/15/2008	\$11,000.00	Paid			
Due 06/15/2009	\$10,000.00	Paid			
Due 06/15/2010	\$10,000.00	Paid			
Due 06/15/2011	\$10,000.00	Paid			
Due 06/15/2012	\$5,000.00	Paid			
Due 06/15/2013	\$5,000.00	Paid			
Due 06/15/2014	\$5,000.00	Paid			
Due 06/15/2015	\$5,000.00	Paid			
Due 06/15/2016	\$5,000.00	Paid			
Due 06/15/2017	\$5,000.00	Paid			
Due 06/15/2018	\$5,000.00	Paid			
Due 06/15/2019	\$5,000.00	Paid			
Due 06/15/2020	\$5,000.00	Paid			
Due 06/15/2021	\$5,000.00	Paid			
Due 06/15/2022	\$5,000.00	Paid			

## Report of Town Treasurer

### BONDS FISCAL 2022

#### **SEPTIC LOAN BOND #2**

Loan dated 08-01-02 for \$200,000.00 at 0.00% interest to the year 2025

Interest paid this year	\$	-
Principal paid this year	\$	10,000.00
Balance due on loan	\$	20,000.00
Balance of interest	\$	-

#### **MULTI PURPOSE BOND #7**

**(Water Betterment-Slough Rd, Land Purchase-Jolly Whaler)**

Loan dated 09-01-05 for \$2,972,000.00 at 3.636967% interest to the year 2026

Interest paid this year	\$	6,545.00
Principal paid this year	\$	35,000.00
Balance due on loan	\$	140,000.00
Balance of interest	\$	11,830.00

#### **MULTI PURPOSE BOND #8**

**(Water Betterment-Fiddlers Lane, Land Purchase-BBJ)**

Loan dated 06-15-07 for \$2,901,000.00 at 4.4858575% interest to the year 2027

Interest paid this year	\$	29,925.00
Principal paid this year	\$	130,000.00
Balance due on loan	\$	535,000.00
Balance of interest	\$	66,150.00

#### **MULTI PURPOSE BOND #9**

**(Water Department Facility)**

Loan dated 06-15-08 for \$2,731,000.00 at 3.958408% interest to the year 2028

Interest paid this year	\$	34,960.00
Principal paid this year	\$	125,000.00
Balance due on loan	\$	725,000.00
Balance of interest	\$	105,440.00

## Report of Town Treasurer

### BONDS FISCAL 2022

#### **MULTI PURPOSE BOND #10**

#### **(Land Acquisition-Punkhorn, Road Betterments-Standish Heights & Hazel Lane)**

Loan dated 06-30-11 for \$999,880.00 at 3.836248% interest to the year 2031

Interest paid this year	\$ 13,982.50
Principal paid this year	\$ 35,000.00
Balance due on loan	\$ 290,000.00
Balance of interest	\$ 62,597.50

#### **MULTI PURPOSE BOND #11**

#### **(Land Acquisition-Freemans Way, Road Betterments-Allen Drive & Prell Circle, Water Pump Station and Water Main)**

Loan dated 06-15-14 for \$3,489,113.00 at 2.7989690% interest to the year 2034

Interest paid this year	\$ 67,850.00
Principal paid this year	\$ 180,000.00
Balance due on loan	\$ 1,995,000.00
Balance of interest	\$ 408,600.00

#### **MULTI PURPOSE BOND #12**

#### **(Eddy School Roof Renovation, Town of Brewster Road Repairs, Road Betterments-South Pond Drive, Captain Fitts Road & Ebenezer Lane, Well Access Road & Route 6A Water Main Project)**

Loan dated 03-01-16 for \$6,250,291.00 at 1.900422% interest to the year 2036

Interest paid this year	\$ 120,725.00
Principal paid this year	\$ 370,000.00
Balance due on loan	\$ 3,990,000.00
Balance of interest	\$ 615,375.00

#### **MULTI PURPOSE BOND #13**

#### **(Fire Station Project, Town of Brewster Road Repairs, Library Parking Lot, Road Betterments-Tower Hill Circle, Moss/Commons/Magnet)**

Loan dated 05-03-17 for \$9,349,000.00 at 2.3178863% interest to the year 2037

Interest paid this year	\$ 235,060.00
Principal paid this year	\$ 525,000.00
Balance due on loan	\$ 6,685,000.00
Balance of interest	\$ 1,342,932.50

## Report of Town Treasurer

### BONDS FISCAL 2022

#### **MULTI PURPOSE BOND #14**

**(Fire Station Project, Tri-Town Septage Treatment Facility,  
Road Betterments-Leona Terrace)**

Loan dated 03-15-18 for \$6,740,000.00 at 2.867% interest to the year 2038

Interest paid this year	\$ 191,812.50
Principal paid this year	\$ 375,000.00
Balance due on loan	\$ 5,235,000.00
Balance of interest	\$ 1,354,300.00

#### **FORMER SEA CAMPS BAY PARCEL**

Loan dated 11-10-21 for \$19,810,000.00 at 2.746238% interest to the year 2051

Interest paid this year	\$ -
Principal paid this year	\$ -
Balance due on loan	\$ 19,810,000.00
Balance of interest	\$ 9,935,443.19

**Total Principal Paid in FY 2022: \$ 1,785,000.00**

**Total Interest Paid in FY 2022: \$ 700,860.00**

**Balance Due on Loans: \$ 39,425,000.00**

**Balance Due on Interest: \$ 13,902,668.19**

**Calendar Year 2022 Payroll Report**  
**(Includes Overtime, Longevity, Police Special Detail)**

		Gross Pay	
Department	Employee	Jan-Dec 2022	
Accounting	Bernardo Marilyn	\$ 141,957.68	
	Cantella Nicholas	\$ 39,700.25	
	Christen Ann	\$ 44,318.95	
Alewives	Kaser Gary	\$ 1,650.00	
	Lemaitre William	\$ 1,650.00	
Assessor's Office	Acheson Sara	\$ 47,874.88	
	Gallagher James	\$ 87,826.47	
Building	Bassett Jr Roland	\$ 82,752.00	
	Bassett Randall	\$ 64,565.64	
	Gelatt Jessica	\$ 49,439.54	
	Glidden Erika	\$ 47,952.43	
	Leibowitz Richard	\$ 2,448.02	
	Levesque Andrew	\$ 294.00	
	Provos Sara	\$ 1,286.00	
	Scannevin Derrick	\$ 256.00	
	Staley Victor	\$ 2,000.00	
	Vanryswood Scott	\$ 81,594.00	
	Walters F Davis	\$ 96,124.11	
	Building Maintenance	Barber Edward	\$ 73,284.32
		Johnson Kinsley	\$ 643.00
Ruiz David		\$ 18,968.00	
Thatcher Thomas		\$ 98,234.32	
Young Adrian		\$ 25,731.48	
Conservation/Natural Resources	Aguiar Noelle	\$ 55,772.50	
	Burch Ryan	\$ 76,570.00	
	Delmonte Sophia	\$ 5,533.75	
	Dufault Will	\$ 2,983.00	
	Grafton III William	\$ 9,246.30	
	Johnson David	\$ 66,015.22	
	Miller Christopher	\$ 119,638.28	
	Morris Dennis	\$ 1,131.25	
Council on Aging	Sideris Andreana	\$ 48,224.20	
	Donovan Lisa	\$ 9,130.06	
	Egan Regina	\$ 44,953.81	
	Holmes Stephen	\$ 2,211.77	
	Johnson Debra	\$ 14,857.91	
	King Mary	\$ 9,208.74	
	Locke Brenda	\$ 32,044.29	
	Locke Brian	\$ 53,216.23	
	Rapaport Ann	\$ 26,552.19	

**Calendar Year 2022 Payroll Report**  
**(Includes Overtime, Longevity, Police Special Detail)**

		Gross Pay
Department	Employee	Jan-Dec 2022
Council on Aging	Rego Denise	\$ 84,337.25
	Thatcher Cynthia	\$ 15,046.15
	Williams Robert	\$ 458.21
	Zeller Lauren	\$ 62,761.61
Crosby Mansion	Archer Richard	\$ 30,844.44
Department of Public Works	Clark John	\$ 12,667.07
	Davis Scott	\$ 82,715.05
	Day Jeffrey	\$ 750.00
	Dewitt James	\$ 80,822.22
	Drown Alexander	\$ 19,905.45
	Fay David	\$ 66,023.16
	Jones James	\$ 98,547.39
	Keefe Daniel	\$ 13,959.20
	Lombard IV Charles	\$ 78,984.80
	Martin Christopher	\$ 42,338.41
	Meyer Fred	\$ 65,022.06
	Morgan Peter	\$ 27,322.30
	Richards Michael	\$ 87,402.40
	Ryder Griffin	\$ 139,996.00
	Sabatino Jeffrey	\$ 61,761.29
	Sargent Joshua	\$ 74,713.81
	Sears Austin	\$ 68,886.84
	Sumner Emily	\$ 69,158.26
	Ward John	\$ 16,884.36
	Williams Lauren	\$ 54,570.47
Williams Shawn	\$ 72,553.14	
Elections	Best Anne	\$ 295.69
	Briggs David	\$ 434.63
	Burdych Nancy	\$ 4,524.40
	Cameron June	\$ 1,160.38
	Eddy James	\$ 199.50
	Eddy Mary	\$ 245.81
	Elliott-Grunes Lauren	\$ 432.87
	Finch Elizabeth	\$ 434.63
	Frissora Steven	\$ 313.50
	Gaughran Robert	\$ 285.00
	Gengras Deborah	\$ 195.94
	Harris Robert	\$ 584.26
	Hastings Rheanna	\$ 124.69
	Holeman Penny	\$ 142.50

**Calendar Year 2022 Payroll Report**  
**(Includes Overtime, Longevity, Police Special Detail)**

		Gross Pay
Department	Employee	Jan-Dec 2022
Fire/Rescue Dept	Higgins Emily	\$ 72,895.84
	Hogg Jared	\$ 643.00
	Iachetta Anthony	\$ 6,328.47
	Johnson Timothy	\$ 76,871.21
	Kimball Daniel	\$ 154,545.98
	Levasseur Matthew	\$ 110,642.94
	McEnaney Carrie	\$ 3,000.00
	McHugh Alexander	\$ 90,227.44
	Moran Robert	\$ 190,884.83
	Morthland Matthew	\$ 79,693.74
	Murphy Cole	\$ 27,824.28
	Przygocki Megan	\$ 72,530.59
	Riley Gretchen	\$ 103,929.45
	Rodormer Winston	\$ 3,485.74
	Romer Scott	\$ 214.00
	Rounseville Kirk	\$ 130,240.17
	Shaw Jordan	\$ 3,824.88
	Smith Dean	\$ 89,659.76
	Tucker Matthew	\$ 118,807.78
	Tuohy-Bedford Jack	\$ 78,930.42
Varley Kevin	\$ 152,075.65	
Wasierski Thomas	\$ 41,500.53	
Golf Maintenance	Ambrose Lawrence	\$ 14,411.00
	Benning Frank	\$ 2,941.50
	Bersani Robert	\$ 19,348.88
	Bornas Mark	\$ 61,390.15
	Browne James	\$ 7,106.00
	Campbell II Robert	\$ 81,558.85
	Canniff Thomas	\$ 107.00
	Capachione Jr Joseph	\$ 39,828.90
	Desens Mark	\$ 250.00
	Ferraguto Peter	\$ 34,924.25
	Flynn Andrew	\$ 107.00
	Flynn Thomas	\$ 82,810.75
	Foley Douglas	\$ 49,190.89
	Greene Jonathan	\$ 80,323.77
	Hemeon Jeffrey	\$ 70,642.28
	Hough Jr Gerald	\$ 42,380.72
Humphreys Steven	\$ 8,889.50	
Jamieson Randall	\$ 69,995.83	

**Calendar Year 2022 Payroll Report**  
**(Includes Overtime, Longevity, Police Special Detail)**

		Gross Pay
Department	Employee	Jan-Dec 2022
Golf Maintenance	Johnson Robert	\$ 23,012.51
	Mackinnon Gregory	\$ 64,701.63
	O'Connor Thomas	\$ 4,432.75
	Ritchie James	\$ 6,061.25
	Salisbury Robert	\$ 79,081.14
	Schneeweiss Christopher	\$ 8,136.00
	Schneeweiss William	\$ 2,637.00
	Schwebach Eric	\$ 51,215.90
	Starkey Jeffrey	\$ 6,027.75
	Vitale Vincent	\$ 7,222.50
	Walsh Colin	\$ 97,201.85
	Whidden Matthew	\$ 5,840.00
	Wiggin Dwight	\$ 929.00
	Golf Pro Shop	Albert Richard
Badger David		\$ 6,648.64
Barry Joseph		\$ 6,159.97
Beckler Edward		\$ 7,573.91
Behrens Arthur		\$ 437.75
Beltis Richard		\$ 4,860.13
Bengston Sawyer		\$ 107.00
Bradley Karen		\$ 8,015.97
Bressette Steven		\$ 7,161.67
Brown Michael		\$ 471.25
Bruns Robert		\$ 2,872.58
Burke William		\$ 1,275.39
Cahoon Donald		\$ 107.00
Carr William		\$ 7,752.65
Casalino Tyler		\$ 100.00
Connors Michael		\$ 9,240.89
Cummings Kimberly		\$ 6,604.53
Cummings Stephen		\$ 6,986.20
Czarnecki John		\$ 5,678.65
Deeg Charles		\$ 4,902.26
Devine James		\$ 179.00
Dickson Margaret	\$ 143.00	
Dolan Neil	\$ 5,445.70	
Dorsey Jacob	\$ 100.00	
Doyle Connor	\$ 468.00	
Doyle Patrick	\$ 265.50	
Doyle Timothy	\$ 8,122.77	



**Calendar Year 2022 Payroll Report**  
**(Includes Overtime, Longevity, Police Special Detail)**

		Gross Pay
Department	Employee	Jan-Dec 2022
Golf Pro Shop	Dubowski Vincent	\$ 5,208.38
	Fannon Patrick	\$ 78,655.57
	Fiorda Vincent	\$ 393.00
	Flynn Matthew	\$ 7,468.04
	Gagnon Keith	\$ 14,786.24
	Grau William	\$ 5,543.28
	Griswold Dylan	\$ 100.00
	Hall III Preston	\$ 2,907.01
	Hansen Kristofer	\$ 143.00
	Hansen Lawrence	\$ 2,658.51
	Higgins Thomas	\$ 3,256.13
	Hirschman Michael	\$ 4,486.20
	Holtman Raymond	\$ 214.00
	Hubbard Everett	\$ 214.00
	Hurley John	\$ 5,283.87
	Ivester John	\$ 3,135.00
	Jauregui Jake	\$ 143.00
	Knowles Steven	\$ 87,919.54
	Kology Lesley	\$ 10,200.73
	Kuechle Benjamin	\$ 2,234.64
	Labadia Gregory	\$ 5,044.52
	Lennox Kathleen	\$ 6,615.58
	Leonard Matthew	\$ 107.00
	Luciano Joseph	\$ 6,876.03
	Macleod Connor	\$ 4,506.14
	McDermott John	\$ 100.00
	Mohan Jonathan	\$ 44,604.08
	Moreno Luis	\$ 34,273.84
	Morton Ralph	\$ 3,234.76
	Noonan John	\$ 4,909.15
	O'Brien Mark	\$ 571.00
	Olivier William	\$ 214.00
	Packett James	\$ 105,513.58
	Picano Anthony	\$ 100.00
	Quincy William	\$ 2,418.93
	Renkainen Tyler	\$ 17,044.79
	Rodman Benjamin	\$ 5,329.64
	Roselli Jake	\$ 2,037.75
	Scales Vincent	\$ 7,068.40
	Tulloch Jonathan	\$ 15,437.21

**Calendar Year 2022 Payroll Report  
(Includes Overtime, Longevity, Police Special Detail)**

		Gross Pay
Department	Employee	Jan-Dec 2022
Golf Pro Shop	Twomey Daniel	\$ 5,793.55
	Vesperman Dorothy	\$ 3,709.00
	Wallace Francis	\$ 5,030.65
Health Department	Mason Tamsin	\$ 67,423.61
	McCullough Sherrie	\$ 79,081.77
	von Hone Amy	\$ 106,592.30
Housing	Wertz-Scalise Jill	\$ 61,166.47
Human Resources	Beltran Daniel	\$ 22,385.68
	Broderick Susan	\$ 112,685.02
Information Technology	Lambert Kathleen	\$ 120,112.90
Library	Allen Stephen	\$ 52,879.46
	Clingan Joanne	\$ 17,732.27
	Coombs Steven	\$ 4,676.00
	Cronin Richard	\$ 44,674.39
	Elliott-Grunes Lauren	\$ 25,495.45
	Evans Devon	\$ 52,840.69
	Fecteau Mary	\$ 857.00
	Gregson Nina	\$ 25,233.32
	Griffis Gabrielle	\$ 47,666.58
	Hunt Kathleen	\$ 23,009.59
	Kadzik Cynthia	\$ 2,483.25
	Luebke Felicity	\$ 20,058.48
	McCavitt Nicolas	\$ 549.00
	McDonnell Roberta	\$ 779.50
	McKean Sandra	\$ 817.00
	Moderator	Morganstein Nori
Murphy Cheryl		\$ 15,570.32
Old Mill Site	Ryan Michelle	\$ 36,709.31
	St. Amour Cynthia	\$ 109,769.86
	Stewart Anne	\$ 3,040.50
	Walsh Wicke	\$ 14,681.80
	Sumner Charles	\$ 300.00
Planning	Erickson Douglas	\$ 3,150.00
	Greenhalgh Charleen	\$ 10,516.50
	Idman Jonathon	\$ 67,418.61
	Murphy Ellen	\$ 34,663.01
	St. Cyr Lynn	\$ 64,719.52

**Calendar Year 2022 Payroll Report  
(Includes Overtime, Longevity, Police Special Detail)**

		Gross Pay
Department	Employee	Jan-Dec 2022
Police Department	Ahlman Jessica	\$ 97,162.43
(Gross pay includes Special Detail Pay which is reimbursable to the Town of Brewster by private contractors.)	Bausch George	\$ 37,575.92
	Brazil Molly	\$ 1,750.00
	Brogden-Burns Lynda	\$ 80,060.19
	Bryan David	\$ 8,136.00
	Childs Alden	\$ 104,909.41
	Dionne Andrew	\$ 126,434.45
	Doane Jill	\$ 85,785.68
	Dow Tyler	\$ 115,739.32
	Druckenbrod Morgan	\$ 90,481.63
	Eldredge Heath	\$ 169,180.20
	Frisbie Jordan	\$ 79,293.60
	Granelli Deborah	\$ 1,250.00
	Hathaway Stephen	\$ 2,321.00
	Henderson II Troy	\$ 1,786.00
	Judge Jr Paul	\$ 141,980.19
	Lanctot Daniel	\$ 111,977.96
	Marshall Matthew	\$ 139,602.01
	Mashrick Joseph	\$ 115,577.52
	Mawn Charles	\$ 136,555.18
	Mei Michael	\$ 110,759.83
	Milan Anna	\$ 65,754.01
	Mirisola Francesco	\$ 154,812.47
	Mullaney John	\$ 8,710.28
O'Leary Jonathon	\$ 141,810.32	
O'Neal Freddie	\$ 130,102.25	
Packett Alizah	\$ 63,961.11	
Parks Shannon	\$ 97,619.11	
Pelkey Leah	\$ 64,622.40	
Radke Jorel	\$ 122,833.22	
Rice Brandon	\$ 100,721.72	
Schofield Deidre	\$ 79,237.15	
Smith Sidney	\$ 43,410.53	
Tarbokas William	\$ 161.00	
Thacher Joseph	\$ 43,065.93	
Varley Patrick	\$ 168,001.60	
Zontini Jacob	\$ 114,991.02	
Recreation	Alto Phoebe	\$ 1,457.00
	Anzivino Abigail	\$ 4,770.00
	Barber Christopher	\$ 2,491.76

**Calendar Year 2022 Payroll Report  
(Includes Overtime, Longevity, Police Special Detail)**

Department	Employee	Gross Pay Jan-Dec 2022
Recreation	Berquist Sonja	\$ 100.00
	Bijesse Charles	\$ 100.00
	Bijesse Juliet	\$ 3,737.00
	Bornhorst Sadie	\$ 1,925.32
	Bowler Roy	\$ 100.00
	Boyce Victoria	\$ 1,007.50
	Brechbuehler Thomas	\$ 1,120.00
	Campbell Matthew	\$ 2,295.00
	Christopher Maxwell	\$ 100.00
	Christopher Sophie	\$ 2,120.75
	Colella Alexia	\$ 2,980.00
	Conway William	\$ 5,691.00
	Cook Ryan	\$ 2,201.50
	Curtis Grace	\$ 2,108.01
	Daley Molly	\$ 2,164.50
	Darcy Carolina	\$ 1,422.07
	Darcy Dylan	\$ 2,096.39
	Drake Ruth	\$ 1,705.00
	Feik Reinhart Keanu	\$ 1,120.00
	Filteau Dylan	\$ 2,196.02
	Forgione Michael	\$ 6,583.50
	Fowler Emily	\$ 1,012.50
	Gainey Helen	\$ 100.00
	Gainey Rae	\$ 100.00
	Gradone IV Michael	\$ 81,449.76
	Grant Mark	\$ 5,218.50
	Hagopian Bradford	\$ 2,028.26
	Hale Emma	\$ 1,976.25
	Havens Andrew	\$ 14,268.80
	Headley Stephen	\$ 39,893.34
	Henchy Jeanne	\$ 2,377.25
	Joy Dylan	\$ 1,941.39
	Kender Leanne	\$ 3,200.00
	Kiszka Liana	\$ 1,727.06
	Lach Sage	\$ 930.00
	Manning Audrey	\$ 3,034.00
	McLaughlin Asa	\$ 2,053.76
	McVeigh Finn	\$ 2,441.50
	Melano Alexander	\$ 1,868.00
	Murphy Kiley	\$ 100.00

**Calendar Year 2022 Payroll Report**  
**(Includes Overtime, Longevity, Police Special Detail)**

		Gross Pay
Department	Employee	Jan-Dec 2022
Recreation	Nannini Lily	\$ 100.00
	Napolitano Alexandra	\$ 5,652.50
	Santoanni John	\$ 2,385.00
	Shuttleworth Landyn	\$ 2,024.44
	Sigel Abrianna	\$ 100.00
	St. Aubin Seamus	\$ 1,805.75
	Talabi Abdel	\$ 3,087.50
	Tripp Alexa	\$ 100.00
	Wilkinson Julia	\$ 2,046.00
	Wyckoff Samuel	\$ 1,741.26
	Registrars	Andreola Sally
Nabywaniec Thaddeus		\$ 3,556.14
Smith Jr Francis		\$ 863.51
Whitehurst Nancy		\$ 774.01
Schools - Eddy	Admirand Margaret	\$ 63,204.52
	Andac Elizabeth	\$ 91,375.68
	Anders Amy	\$ 72,294.44
	Anderson Kyle	\$ 11,123.16
	Anson Amy	\$ 9,066.39
	Barcos Laura	\$ 10,373.83
	Bean Orione	\$ 1,640.00
	Bellarosa Caroline	\$ 93,451.16
	Belliveau Leah	\$ 55,925.16
	Bono Sonja	\$ 92,451.64
	Brooks Suzanne	\$ 44,129.21
	Brunelle Sarah	\$ 67,064.06
	Bucknor Chelsea	\$ 21,736.32
	Burt Jessica	\$ 66,841.32
	Callahan Anna	\$ 44,828.66
	Catron Robert	\$ 34,160.24
	Clancy Lori	\$ 44,008.84
	Craffey Norma	\$ 89,564.91
	Daniels Laurie	\$ 101,331.64
	Evans Claire	\$ 99,831.64
Gagnon Beau	\$ 54,438.04	
Guditus Steven	\$ 64,037.09	
Hacking-Davis Robin	\$ 23,160.87	
Hancock Susan	\$ 39,087.98	
Henderson Hannah	\$ 16,404.12	
Huse Jessica	\$ 99,831.64	

**Calendar Year 2022 Payroll Report  
(Includes Overtime, Longevity, Police Special Detail)**

		Gross Pay
Department	Employee	Jan-Dec 2022
Schools - Eddy	Johngren Rachel	\$ 28,635.58
	Joy Allyson	\$ 53,600.06
	Kincaid Kalynn	\$ 9,089.84
	Labonte Emily	\$ 69,513.36
	Lapierre Amanda	\$ 201.35
	Mangelinkx Crystal	\$ 20,259.76
	Marchant Patricia	\$ 20,774.39
	Mello Gregory	\$ 7,178.14
	Meyer Deborah	\$ 51,689.00
	Miller Colleen	\$ 30,503.13
	Miller Melissa	\$ 82,640.92
	Montgomery Amy	\$ 100,595.32
	Moranski Lisa	\$ 89,857.52
	Morse Joseph	\$ 13,539.84
	Noonan Darlene	\$ 81,322.20
	Payson Sara	\$ 29,922.97
	Peterman Lori	\$ 79,458.14
	Peterson Christine	\$ 45,601.10
	Reeves Shannon	\$ 17,776.12
	Rubin Carol	\$ 77,180.48
	Shanahan Talia	\$ 93,961.48
	Shevory Megan	\$ 81,187.15
	Smith Kristen	\$ 29,333.84
	Smythe Chelsea	\$ 82,857.59
	Stevens Emma	\$ 21,570.41
	Sullivan Linda	\$ 44,058.71
	Underhill Wendy	\$ 36,370.32
Welch Sheilah	\$ 18,052.47	
Schools - Lunch-Eddy	Aucoin Michelle	\$ 24,936.25
	Taylor Patti	\$ 45,705.48
Schools - Lunch-Stony	Mattox-Drown Donna	\$ 39,150.30
	Slowik Sara	\$ 30,966.19
Schools - Stony Brook	Barber Katherine	\$ 31,930.24
	Barnatchez Kelly	\$ 11,180.58
	Barnes Lauren	\$ 32,448.82
	Bausch Janet	\$ 44,816.33
	Belmonte Heather	\$ 778.60
	Braude Anna	\$ 8,813.16
	Brooks Kathleen	\$ 102,684.62
	Brown Haley	\$ 17,379.68

**Calendar Year 2022 Payroll Report  
(Includes Overtime, Longevity, Police Special Detail)**

Department	Employee	Gross Pay Jan-Dec 2022
Schools - Stony Brook	Brown Jennifer	\$ 86,722.79
	Brunelle Donna	\$ 45,469.98
	Bunce Rebecca	\$ 79,188.59
	Campbell Todd	\$ 43,779.67
	Caolo David	\$ 65,741.79
	Carpenter Mary	\$ 103,936.24
	Carr Deborah	\$ 29,177.70
	Columbo Genevieve	\$ 88,655.28
	DeLong Lisa	\$ 41,383.62
	Donovan Caroline	\$ 44,829.52
	Donovan Tonia	\$ 106,493.64
	Dowd Juliana	\$ 94,462.70
	Dubois Courtney	\$ 29,909.66
	Ednie Christine	\$ 107,993.64
	Everson Holly	\$ 32,414.02
	Faris Stacey	\$ 94,461.56
	Ford Susan	\$ 54,636.00
	Fragassi Christine	\$ 66,355.52
	Gates Erin	\$ 76,244.52
	Gauley Keith	\$ 137,975.88
	Gilbert Amie	\$ 78,370.52
	Gordon Kelly	\$ 44,291.33
	Holcomb-Jones Heather	\$ 82,247.78
	Johnson Patricia	\$ 44,867.11
	Katchmar Alexis	\$ 65,100.40
	Kirk Andrew	\$ 44,794.36
	Lawless Colleen	\$ 34,337.06
	Lowery David	\$ 46,928.56
	Mason Martha	\$ 94,645.78
	Matulaitis Susan	\$ 29,326.62
	Mayer Frances	\$ 38,690.76
	McCutcheon Caroline	\$ 58,774.04
	Mercurio Leah	\$ 22,463.29
	Miller Sarah	\$ 1,347.00
	Moody Dana	\$ 39,118.67
	Murphy Rebecca	\$ 42,718.79
	Niezgoda Samantha	\$ 19,054.48
	Norton Danielle	\$ 41,980.16
	Norton Loretta	\$ 51,092.27
	O'Shea Randi	\$ 84,957.12

**Calendar Year 2022 Payroll Report  
(Includes Overtime, Longevity, Police Special Detail)**

		Gross Pay
Department	Employee	Jan-Dec 2022
Schools - Stony Brook	Otis Nicole	\$ 26,632.98
	Reichers Chelsea	\$ 4,027.60
	Roy Katherine	\$ 104,618.32
	Schaefer Laura	\$ 26,638.59
	Shanahan Rebecca	\$ 30,621.20
	Sherin Lauren	\$ 48,464.56
	Smith Jessica	\$ 20,559.60
	Smorol Lynne	\$ 32,001.02
	Stagakis Angela	\$ 32,957.52
	Steber Dawn	\$ 35,746.40
	Trudel Alison	\$ 80,222.24
	Whitney Kendra	\$ 96,198.89
	Winston Andrew	\$ 24,110.48
	Young Antoinette	\$ 91,556.05
	Schools - Substitute Teachers	Al-Hachem Jennah
Annis Sophia		\$ 163.13
Benning Julie		\$ 1,389.38
Brodeur Kerry		\$ 450.00
Colville Kim		\$ 9,931.88
Coutts Lynda		\$ 10,162.44
DellaRocco Elizabeth		\$ 112.50
DeSimone Christine		\$ 562.50
Doherty Elizabeth		\$ 438.75
Dumont Maureen		\$ 151.88
Durant Mary Ann		\$ 2,711.25
Eldredge Cynthia		\$ 44,686.99
Eldredge Kristina		\$ 3,700.00
Fisher Burton		\$ 2,137.50
Foley Janet		\$ 1,425.00
Fromm Alice		\$ 2,700.00
Gill Laura		\$ 637.50
Greemore Shelby		\$ 1,395.00
Gregory Patricia		\$ 731.25
Henchy Jeanne		\$ 2,362.50
Hurley Linda	\$ 438.75	
Ireland Judith	\$ 846.87	
Kemprecos Louise	\$ 112.50	
Keohan Sue	\$ 1,350.00	
Kopitsky Kathleen	\$ 5,793.77	
Leary Fredric	\$ 225.00	



**Calendar Year 2022 Payroll Report**  
**(Includes Overtime, Longevity, Police Special Detail)**

		Gross Pay
Department	Employee	Jan-Dec 2022
Schools - Substitute Teachers	Magenn Oryane	\$ 151.88
	Mulcahy Rachel	\$ 2,452.50
	Murphy Whitney	\$ 202.50
	Patriquin Myles	\$ 2,865.00
	Pells Hannah	\$ 1,552.50
	Reese Stephen	\$ 1,297.50
	Richardson Stacey	\$ 300.00
	Sears Donna	\$ 810.00
	Shramek Wendi	\$ 1,411.70
	Smith-Fay Georgia	\$ 81.80
	Tierney Mary	\$ 300.00
	Timoshin Natalie	\$ 382.50
	Viprino Kristine	\$ 10,715.63
	White Candace	\$ 2,047.50
	Select Board's Office	Anderson Dorothy
Bingham Cynthia		\$ 1,750.00
Chaffee Mary		\$ 1,500.00
Chapman Susan		\$ 4,791.00
Chatelain Edward		\$ 1,500.00
Devine Elizabeth		\$ 11,713.48
Gay Peter		\$ 3,503.15
Hoffmann Kari		\$ 1,500.00
Kalinick Donna		\$ 114,079.92
Kenny Conor		\$ 73,977.61
Lombardi Peter		\$ 205,786.84
Mawn Erika		\$ 69,560.52
Normand Glenda		\$ 5,675.31
Whitney David		\$ 1,750.00
Young Robin		\$ 500.00
Tax Work Off	Anderson Dorothy	\$ 1,000.00
	Briggs David	\$ 1,000.00
	Burdych Nancy	\$ 1,000.00
	Cattuti Fancis	\$ 1,000.00
	Hackbarth Constance	\$ 500.00
	Holden Martha	\$ 1,000.00
	Johnson Peter	\$ 1,000.00
	Manion Frances	\$ 1,000.00
	Petrilli Donald	\$ 1,000.00
	Reynolds Mary Ann	\$ 500.00
Ritchie Susan	\$ 1,000.00	

**Calendar Year 2022 Payroll Report  
(Includes Overtime, Longevity, Police Special Detail)**

Department	Employee	Gross Pay Jan-Dec 2022
Tax Work Off	Rogers David	\$ 1,000.00
	Ryone Sharon	\$ 1,000.00
	Schwabe Barbara	\$ 500.00
	Sherry Olga	\$ 1,000.00
	Stanley Patricia	\$ 500.00
	Taylor Elizabeth	\$ 1,000.00
	Todd-McNichol Judith	\$ 1,000.00
	Thornberg Patrice	\$ 1,000.00
Town Clerk's Office	Monger Jayanne	\$ 72,417.08
	Williams Colette	\$ 100,832.43
Treasurer/Collector	Downey Megan	\$ 143.00
	Guiliano Carrie	\$ 64,341.02
	Iaccheri Theresa	\$ 571.00
	Mahoney Barbara	\$ 48,111.37
	Piebes Sarah	\$ 52,084.21
	Vitale Lisa	\$ 119,373.62
Water Department	Anderson Paul	\$ 135,984.57
	Caliri Hannah	\$ 73,374.32
	Chapman Steven	\$ 69,626.61
	Cronin Jake	\$ 68,817.99
	Crowley Robert	\$ 89,952.17
	Gage David	\$ 87,103.68
	Johngren Dana	\$ 75,445.74
	Provos Alexander	\$ 95,735.87
	Rice Leon	\$ 81,621.52
	Ritchie Seth	\$ 85,797.85
	Silva Matthew	\$ 72,715.02
	Taber Amy	\$ 52,028.41
Theuret Sherry	\$ 77,495.53	
		<u>\$ 20,266,067.83</u>
Respectfully submitted,		
Lisa L. Vitale		
Treasurer/Collector		

## Report of the Town Collector

**THE FOLLOWING AMOUNTS WERE PAID TO THE TREASURER IN FY 2022:**

	<u>Year</u>	<u>Amounts</u>	<u>Totals</u>
<b>Real Estate</b> (net of refunds)			
	2022	\$ 36,710,955.72	
	2021	\$ 384,503.62	
	2020	\$ 21,103.37	
	2019	\$ 3,223.53	\$ 37,119,786.24
<b>Community Preservation Act</b> (net of refunds)			
	2022	\$ 1,102,600.64	
	2021	\$ 10,447.84	
	2020	\$ 584.64	
	2019	\$ 67.28	\$ 1,113,700.40
<b>Personal Property</b> (net of refunds)			
	2022	\$ 763,106.04	
	2021	\$ 5,234.91	
	2020	\$ 52.41	
	Prior Years	\$ 144.74	\$ 768,538.10
<b>Motor Vehicle Excise</b> (net of refunds)			
	2022	\$ 1,477,783.56	
	2021	\$ 229,204.66	
	2020	\$ 17,283.50	
	Prior Years	\$ 3,439.54	\$ 1,727,711.26
<b>Boat Excise</b> (net of refunds)			
	2022	\$ 8,785.84	
	Prior Years	\$ 1,139.34	\$ 9,925.18
<b>Liens</b>			
Water Liens Added to Taxes		\$ 45,439.88	
Water Lien Charges Added to Taxes		\$ 6,400.00	
Apportioned Water Betterments		\$ 1,500.71	
Water Betterment Committed Interest		\$ 184.92	
Apportioned Road Betterments		\$ 43,762.06	
Road Betterment Committed Interest		\$ 15,136.50	
Apportioned Septic Betterments		\$ 3,330.96	
Septic Betterment Committed Interest		\$ 547.93	
Road Betterment Paid in Advance		\$ 17,390.50	
Road Betterment CI Paid in Advance		\$ 562.23	
Septic Betterment Paid in Advance		\$ 2,207.22	
Septic Betterment CI Paid in Advance		\$ 88.89	\$ 136,551.80
<b>Other Miscellaneous</b>			
Municipal Lien Certificates		\$ 14,450.00	
Interest and Charges		\$ 101,400.94	\$ 115,850.94
<b>Grand Total</b>			<b>\$ 40,992,063.92</b>

## Report of the Town Collector

### OUTSTANDING TAXES AND LIENS AS OF 06/30/2022:

	<u>Year</u>	<u>Amounts</u>	<u>Total</u>
<b>Real Estate</b>	2022	\$285,956.71	
	2021	\$50,279.98	
	2020	\$8,670.86	\$294,627.57
<b>Community Preservation Act</b>	2022	\$7,511.93	
	2021	\$1,390.87	
	2020	\$260.13	\$7,772.06
<b>Personal Property</b>	2022	\$5,284.55	
	2021	\$1,212.35	
	2020	\$653.24	
	Prior Years	\$952.74	\$8,102.88
<b>Water Liens</b>	2022	\$1,348.97	
	2021	\$1,668.91	\$3,017.88
<b>Water Lien Charges</b>	2022	\$450.00	
	2021	\$300.00	\$750.00
<b>Boat Excise</b>	2022	\$2,717.00	
	2021	\$259.00	
	2020	\$459.00	
	Prior Years	\$803.00	\$4,238.00
<b>Motor Vehicle Excise</b>	2022	\$116,864.63	
	2021	\$30,566.70	
	2020	\$10,494.37	
	Prior Years	\$41,441.90	\$199,367.60
<b>Water Consumption</b>		\$68,649.05	
<b>Water System Maintenance</b>		\$21,802.78	
<b>Water Fire Line</b>		\$479.82	
<b>Water Seasonal Charges</b>		\$128.51	\$91,060.16
<b><u>Grand Total</u></b>			<b>\$608,936.15</b>
Respectfully submitted,			
Lisa L. Vitale			
Treasurer/Collector			

# REPORT OF THE TOWN CLERK

This year we held the Annual Town Election in May, our Annual/Special Town Meeting in May, the State Primary in September, the mid-term election in November, followed by a Special Town Meeting. The State Legislative body enacted an Election Reform Law in June of 2022, Chapter 92 of the Acts of 2022. To name a few updates, this law makes permanent vote by mail, adds in-person early voting time to State Elections, and now includes in-person early voting for Primaries. Automatic Voter Registration was also a component; if a Brewster citizen visits any state or federal agency, we receive notice that they want to be a registered voter in Brewster – there is no opt out option. We had to open for the week prior to the September Primary for in-person early voting; 103 people chose this option. All of the election and Town Meeting Reports are on the pages that follow.



The Board of Registrars continue to work behind the scenes to help in what was a very busy election year. The Town thanks them for their service and dedication. The Clerk's Office was also able to have four tax work-off applicants placed in our office and we are grateful for the assistance they supplied.

Jayanne Monger, Assistant Town Clerk once again helped with functions of the successful operation of the Town Clerk's Office. We all work as a team in the office to handle whatever task is brought our way.



We have many people to thank for their support and assistance over the year, to name but a few; the Select Board, Peter Lombardi, Town Administrator, Thomas Thatcher, Building Maintenance Supervisor; the Brewster Police Department; the Department of Public Works staff, for the set-up and dismantling of the election site; all of our co-workers, all Committee/Board members who consistently show what dedication to one's town looks like; all of the election workers; and the citizens of Brewster who love their town and support it.

Please remember to return your 2023 Annual Town Census, these census numbers are used for numerous projections throughout the year, including but not limited to; Police resources, Fire/EMT resources, school projections, and keeping our voter registration/resident lists current and accurate.

If you have any questions please do not hesitate to contact our office at 508-896-4506.

Respectfully submitted,

Colette M. Williams, MMC/CMMC  
Town Clerk

**Recorded 2020 Vitals:**

Births.....38  
 Marriages .... 62  
 Deaths ..... 204

**Recorded 2021 Vitals:**

Births ..... 64  
 Marriages .... 64  
 Deaths ..... 213

**Recorded 2022 Vitals:**

Births ..... 49  
 Marriages ..... 71  
 Deaths ..... 194

<b>Vital Records</b>		
Certified Vital Records		\$12,300.00
Marriage Intentions		\$1,800.00
Veterans Copies		~Free
<b>Dog Licenses</b>		
Spayed/Neutered Licenses		\$5,550.00
Intact Female/Male		\$1,368.00
Kennel Licenses		\$100.00
Tag Replacements		\$1.00
<b>Fines/Check Charges</b>		
Dog Violations		\$30.00
Misc. Bylaw Violations		\$625.00
Late Dog Fees		\$278.00
<b>Business Certificates</b>		
New/Renewals		\$2,130.00
Change of Name		\$0.00
<b>Parking Fines</b>		
Parking Violations/Late Fees		\$49,534.73
(Canadian Funds Difference)		
<b>Miscellaneous</b>		
Copies/Misc.		\$254.00
Hunting Permits		\$65.00
Raffle Permits		\$30.00
Street Lists Book/CD		\$55.00
Public Records Requests		\$1,225.00
*Dog Welfare Donation		\$8.00
	<i>*not in total</i>	
<b>TOTAL DEPOSITS:</b>		<b>\$75,353.73</b>

Population as of 12/31/2022.....9654

Residents 16 and Under.....638

Registered Voters.....8538

	Democrat	Republican	Unenrolled	All Others	Total
Precinct 1	758	335	1853	30	2976
Precinct 2	749	322	1657	23	2751
Precinct 3	<u>681</u>	<u>340</u>	<u>1749</u>	<u>41</u>	<u>2811</u>
<b>Total:</b>	<b>2188</b>	<b>997</b>	<b>5259</b>	<b>94</b>	<b>8538</b>

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
<b>Population</b>	9796	9654	9425	9377	9514	9360	9287	9293	9542	9749	9654
16 and Under	952	974	932	979	912	781	745	688	701	704	638
<b>Registered Voters</b>	8110	7879	7673	7693	8060	7943	7965	8008	8337	8633	8538
Democrat	2058	1991	1938	1946	2079	2051	2068	2110	2234	2254	2188
Republican	1328	1264	1213	1213	1193	1164	1140	1116	1061	1048	997
Unenrolled	4667	4577	4478	4524	4710	4625	4638	4669	4938	5226	5259
Births	48	46	47	48	48	55	45	52	38	64	49
Marriages	69	67	66	83	70	59	59	64	62	64	71
Deaths	260	243	236	257	262	263	237	91	204	213	194
<b>Licensed Dogs</b>	966	1068	926	1029	1117	1163	1067	1174	1026	1109	1049

Report of the  
**Special and Annual Town Meeting**  
**Saturday, May 14<sup>th</sup>, 2022**

In accordance with the Warrant, the Annual & Special Town Meetings were held at the Stony Brook Elementary School, 384 Underpass Road on Saturday, May 14<sup>th</sup>, 2022.

As in September, due to the Covid-19 Pandemic this Town Meeting was again held outdoors on the Stony Brook Elementary School ballfield. The Moderator thanked staff and volunteers who helped with set-up and dealing with all of the logistics of putting this plan into action. The Moderator informed attendees that all votes will be by the showing of voter cards and not voice.

A quorum was present with 322 of 8,457 voters. 4%

►The **Annual Town Meeting of May 14<sup>th</sup>, 2022** was called to order at 10:01am by the Moderator, Charles L. Sumner.

The Moderator announced that per Brewster Bylaw 48-10 budget articles are to be taken in order and that under his authority he could group likeminded articles. Therefore the articles will be called in this order 1, 2, 4 then 3, 11, 5, then 6, 7, 8, 9, 10, all remaining articles will be taken up by the lottery system.

The counters and tellers were Cynthia Mathison, Lauren Elliott-Grunes, Nancy Burdych, Glenda Normand, Robert Harris, June Cameron, Jodi Holland, Jayanne Monger, Assistant Town Clerk and Thaddeus Nabywaniec, Sally Andreola, Board of Registrars.

The Annual Town Meeting was adjourned at 10:09am for the start of the Special Town Meeting.

►The **Special Town Meeting of May 14<sup>th</sup>, 2022**, was called to order at 10:09am by the Moderator, Charles L. Sumner.

The Moderator verified service of the Warrant with the Town Constable, Roland Bassett, Jr. of April 14<sup>th</sup>, 2022, being no objections the Moderator dispensed with the reading of the Articles.

10:09am

**OUTSTANDING OBLIGATIONS**

**ARTICLE NO. 1:** To see what sums the Town will vote to appropriate from available funds for the payment of unpaid obligations from previous fiscal years, including any bills now on overdraft:

	<i>VENDOR</i>	<i>AMOUNT</i>
a.	Custom Drug Testing	\$165.00



b.	Titleist/Acushnet	\$1,683.28
c.	Jet Professional Group	\$687.50
d.	Addy	\$1,802.00
<b>Total</b>		<b>\$4,337.78</b>

Or to take any other action relative thereto.

(Select Board)

(Nine-tenths Vote Required)

**Select Board Chair Cynthia Bingham: I move to approve Article 1 as printed in the warrant and as funding therefor to transfer the sums of \$165 from Free Cash for item 1a and \$4173 from Golf Reserves for items 1b, 1c, and 1d.**

**ACTION: Adopted Unanimously. Voter Cards.**

10:11am

**BUDGETARY TRANSFERS**

**ARTICLE NO. 2:** To see what sums the Town will vote to transfer into various line items of the Fiscal Year 2022 General Fund operating budget from other line items of said budget and from other available funds:

	<i>FROM</i>	<i>TO</i>	<i>AMOUNT</i>
a	Town Health Insurance	Short-term Debt	\$300,000
b	School Health Insurance	Short-term Debt	\$100,000
c	Ambulance Receipts	Fire Department Overtime	\$150,000

Or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

**Select Board Member Mary Chaffee: I move to approve Article 2 as printed in the warrant.**

**ACTION: Adopted by a majority. Voter Cards.**

10:12am

**GOLF DEPARTMENT ENTERPRISE FUND**

**ARTICLE NO. 3:** To see if the Town will vote to accept the provision of G.L. Ch. 44 Section 53F½ in order to establish a Golf Department Enterprise Fund for fiscal year commencing on July 1, 2022, and to transfer any funds remaining in the Golf Department Reserve Fund as of June 30, 2022, or to take any other action relative thereto.

Or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

**Select Board Member David Whitney: I move to approve Article 3 as printed in the warrant.**

**ACTION: Adopted Unanimously. Voter Cards.**

**Select Board Chair Cynthia Bingham: I move to dissolve the Special Town Meeting of May 14<sup>th</sup>, 2022.**

**ACTION: Adopted Unanimously. Voter Cards.**

► The **Special Town Meeting** of May 14<sup>th</sup>, 2022 was dissolved at **10:16am**.

► The Moderator reconvened the **Annual Town Meeting** at **10:16am**.

10:16am

**CAPE COD REGIONAL TECHNICAL HIGH SCHOOL OPERATING BUDGET**

**ARTICLE NO. 1:** To see what sums the Town will vote to raise and appropriate and/or transfer from available funds to defray Cape Cod Regional Technical High School charges and expenses for the Fiscal Year ending June 30, 2023, as follows:

<u>DEPARTMENT</u>	<u>EXPENDED FY2021</u>	<u>APPROPRIATED FY2022</u>	<u>REQUESTED FY2023</u>
CAPE COD TECH ASSESSMENT	<u>562,646</u>	<u>825,363</u>	<u>1,115,633</u>
DEBT ASSESSMENT	<u>294,741</u>	<u>409,710</u>	<u>549,461</u>
TOTAL ASSESSMENT	<u>857,387</u>	<u>1,235,073</u>	<u>1,665,094</u>

or to take any other action relative thereto.

(Cape Cod Technical School Committee)

(Majority Vote Required)

**Cape Cod Reg’l Techn’l School Committee Member Carol Forgione: I move to approve Article No. 1 as printed in the warrant and as funding therefor to raise and appropriate the sum of \$1,665,094.**

**ACTION: Adopted Unanimously. Voter Cards.**

10:18am

**ELEMENTARY SCHOOLS OPERATING BUDGET**

**ARTICLE NO. 2:** To see what sums the Town will vote to raise and appropriate and/or transfer from available funds to defray the Elementary Schools’ charges and expenses, for the Fiscal Year ending June 30, 2023, as follows:

<u>DEPARTMENT</u>	<u>EXPENDED FY2021</u>	<u>APPROPRIATED FY2022</u>	<u>REQUESTED FY2023</u>
ELEMENTARY SCHOOL BUDGET	<u>7,968,866</u>	<u>7,951,488</u>	<u>8,148,973</u>
SCHOOL FRINGE BENEFITS	<u>1,974,982</u>	<u>2,131,313</u>	<u>2,342,589</u>
TOTAL ASSESSMENT:	<u>9,943,848</u>	<u>10,082,801</u>	<u>10,491,562</u>

or to take any other action relative thereto.

(Elementary School Committee)

(Majority Vote Required)

**Brewster Elementary School Chair David Telman: I move to approve Article No. 2 as printed in the warrant and as funding therefor to raise & appropriate the sum of \$10,491,562.**

**ACTION: Adopted by a majority. Voter Cards.**

11:02am

**SPECIAL EDUCATION STABILIZATION FUND**

**ARTICLE NO. 3:** To see if the Town will vote to create a Special Education Stabilization Fund, consistent with Section 24 of Chapter 218 of the Acts of 2016, for unanticipated or unbudgeted costs of special education, out of district tuition, and related transportation expenses at the Brewster Elementary Schools, or to take any other action relative thereto.

(Elementary School Committee)

(Majority Vote Required)

**Brewster Elementary School Chair David Telman: I move to approve Article No. 3 as printed in the warrant.**

**ACTION: Adopted Unanimously. Voter Cards.**

10:21am

**NAUSET REGIONAL SCHOOLS OPERATING BUDGET**

**ARTICLE NO. 4:** To see what sums the Town will vote to raise and appropriate and/or transfer from available funds to defray the Nauset Regional School District charges and expenses for the Fiscal Year ending June 30, 2023, as follows:

<u>DEPARTMENT</u>	<u>EXPENDED FY2021</u>	<u>APPROPRIATED FY2022</u>	<u>REQUESTED FY2023</u>
NAUSET ASSESSMENT	<u>11,476,397</u>	<u>11,743,855</u>	<u>12,222,619</u>
NAUSET DEBT ASSESSMENT	<u>122,645</u>	<u>175,644</u>	<u>139,228</u>
TOTAL ASSESSMENT:	<u>11,599,042</u>	<u>11,919,499</u>	<u>12,361,847</u>

or to take any other action relative thereto.

(Nauset Regional School Committee)

(Majority Vote Required)

**Nauset Reg'l School Committee Member Richard Stewart: I move to approve Article No. 4 as printed in the warrant and as funding therefor to raise and appropriate the sum of \$12,361,847.**

**Citizen Andrew Perkins: I move the previous question. ACTION on moving the question: Adopted Unanimously. Voter Cards.**

**ACTION: Adopted by a majority. Voter Cards.**

11:14am

**TOWN OPERATING BUDGET**

**ARTICLE NO. 5:** To see what sums the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, for the purposes of supporting the offices, departments, boards, and commissions of the Town of Brewster for Fiscal Year 2023, including authorization for lease purchases of up to five years, as follows:

	<b>EXPENDED</b>	<b>APPROPRIATED</b>	<b>REQUESTED</b>
<b>DEPARTMENT</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
<b><u>GENERAL GOVERNMENT</u></b>			
Finance Committee	4,754	105,500	105,500
Assessors	126,059	136,549	151,782
Accounting	224,423	224,446	258,343
Treasurer/ Collector	274,521	303,511	350,727
Information Technology	272,201	334,056	410,962
Legal	107,677	165,640	168,653
Moderator	300	300	300
Planning	173,151	181,488	206,412
Select Board / Town Administration	462,860	490,320	592,355
Human Resources	New in FY22	147,774	165,949
Town Clerk	205,380	192,636	249,324
Public Buildings	157,327	157,667	273,639
<b><u>SUBTOTAL GENERAL GOVERNMENT</u></b>	<b>2,008,653</b>	<b>2,439,887</b>	<b>2,933,946</b>
<b><u>PUBLIC SAFETY</u></b>			
Building Department	407,486	420,371	416,157
Fire Department	2,603,170	2,948,872	3,123,820

Natural Resources	419,130	446,240	483,715
Police Department	2,789,806	2,924,587	2,996,585
Sealer of Weights & Measures	9,225	9,456	9,692
<b><u>SUBTOTAL PUBLIC SAFETY</u></b>	<b>6,228,817</b>	<b>6,749,526</b>	<b>7,029,969</b>

	<b>EXPENDED</b>	<b>APPROPRIATED</b>	<b>REQUESTED</b>
<b><u>DEPARTMENT</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>
<b><u>PUBLIC WORKS</u></b>			
Public Works	1,878,073	2,014,227	2,185,153
Snow & Ice Removal	161,817	165,053	169,179
Streetlights	2,875	5,515	5,515
<b><u>SUBTOTAL PUBLIC WORKS</u></b>	<b>2,042,765</b>	<b>2,184,795</b>	<b>2,359,847</b>
<b><u>HUMAN SERVICES</u></b>			
Council on Aging	312,531	360,441	385,337
Board of Health	222,173	251,994	284,805
Veteran's Services	111,940	130,330	120,837
Public Assistance	135,620	144,900	136,950
<b><u>SUBTOTAL HUMAN SERVICES</u></b>	<b>782,264</b>	<b>887,665</b>	<b>927,929</b>
<b><u>CULTURE &amp; RECREATION</u></b>			
Brewster Ladies Library	644,519	689,226	738,034
Recreation	160,028	205,316	232,235
Memorial Day Celebration	0	1,500	1,500
<b><u>SUBTOTAL CULTURE &amp; RECREATION</u></b>	<b>804,546</b>	<b>896,042</b>	<b>971,769</b>
<b><u>DEBT SERVICE</u></b>			
Principal & Interest	2,119,348	2,007,298	3,321,898
<b><u>SUBTOTAL DEBT SERVICE</u></b>	<b>2,119,348</b>	<b>2,007,298</b>	<b>3,321,898</b>
<b><u>INSURANCE, UTILITIES &amp; FRINGE BENEFITS</u></b>			
General Insurance	362,511	467,250	534,482
Utilities	328,750	443,671	505,423
Fringe Benefits	3,805,056	4,726,694	4,515,109

<b><u>SUBTOTAL INSURANCE &amp; FRINGE BENEFITS</u></b>	<b>4,496,317</b>	<b>5,637,615</b>	<b>5,555,014</b>
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	<b>EXPENDED</b>	<b>APPROPRIATED</b>	<b>REQUESTED</b>
<b><u>DEPARTMENT</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>
<b><u>OTHER OPERATING EXPENSE &amp; ASSESSMENTS</u></b>			
Assessments	28,040	28,040	29,271
Alewives	2,500	4,350	4,350
Local Service Funding	39,363	40,000	40,000
Transfer to Capital Stabilization	0	225,000	187,500
Transfer to General Stabilization	200,000	0	0
Transfer to Housing Trust	0	250,000	375,000
Transfer to OPEB Trust	222,671	267,000	267,000
Transfer to Brewster Elementary Schools Special Education Stabilization	New in FY23	New in FY23	100,000
Transfer to Water Quality Capital Stabilization	New in FY23	New in FY23	112,500
<b><u>SUBTOTAL OTHER OPERATING EXPENSE &amp; ASSESSMENTS</u></b>	<b>492,573</b>	<b>814,390</b>	<b>1,115,621</b>
<b><u>GRAND TOTAL OF GENERAL FUND OPERATING BUDGETS</u></b>			
	<b>18,975,285</b>	<b>21,617,218</b>	<b>24,215,992</b>

Or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

**Select Board Clerk Ned Chatelain: I move to approve Article No. 5 as printed in the warrant and appropriate the total sum of \$24,215,992, in the amounts and for the purposes set forth in the column entitled, “Requested FY 2023”, and, as funding therefore, that the Town raise and appropriate the sum of \$22,794,064 and transfer the following sums:**

- **\$821,728 from Ambulances Receipts Reserved for Appropriation Account**

- **\$3,000 from Mooring Receipts Reserved for Appropriation Account**
- **\$205,356 from Golf Reserve Fund**
- **\$192,567 from Water Enterprise Fund**
- **\$66,585 from Road Betterment Receipts Reserved for Appropriation Account**
- **\$10,000 from Septic Betterment Receipts Reserved for Appropriation Account**
- **\$7,200 from the Cable Franchise Fee Special Revenue Fund**
- **\$90,000 from the Telecommunications Fund**
- **\$10,785 from Bond Amortization from Article No. 30 of the May 4, 2015 Annual Town Meeting, Road Repair and Resurfacing Program**
- **\$14,707 from Bond Amortization from Article No. 5 of the May 5, 2014 Special Town Meeting, Eddy Elementary School Renovation Project**

**ACTION: Adopted by a majority. Voter Cards.**

11:23am

**WATER DEPARTMENT ENTERPRISE FUND OPERATING BUDGET**

**ARTICLE NO. 6:** To see if the Town will vote, in accordance with G.L. c. 44, §53F1/2, to appropriate from Water Department receipts, transfer from available funds or otherwise fund the sum of **TWO MILLION SEVEN HUNDRED SIXTY EIGHT THOUSAND SIX HUNDRED THIRTY TWO DOLLARS (\$2,768,632)** for Fiscal Year 2023 costs associated with the operation of the Water Department including, but not limited to acquiring professional services and equipment, personnel and maintaining facilities and operations, including authorization for lease purchases of up to five years; all expenditures to be made by the Water Department, subject to the approval of the Town Administrator, or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

**Select Board Member Mary Chaffee: I move to approve Article No. 6 as printed in the warrant with \$2,768,632 to be raised from receipts of the Water Department, such sums to be expended as follows:**

- **Salaries & Wages \$1,088,878**
- **Operating Expenses \$1,024,219**
- **Debt \$655,535**
- **Total: \$2,768,632**

**ACTION: Adopted by a majority. Voter Cards.**

11:24am

**GOLF CAPITAL STABILIZATION FUND**

**ARTICLE NO. 7:** To see if the Town will vote to accept the provisions of G.L. c. 40, §5B for the purpose of establishing a Golf Course Capital Improvement and Maintenance Stabilization Fund; and to see if the Town will transfer from available funds a sum of money for said stabilization fund, or take any other action relative thereto.

(Select Board)

(Two-Thirds Vote Required)

**Select Board Member David Whitney: I move to approve Article No. 7 as printed in the warrant.**

**ACTION: Adopted by a Moderator declared 2/3 vote. Voter Cards.**

11:25

**GOLF ENTERPRISE FUND OPERATING BUDGET**

**ARTICLE NO. 8:** To see if the Town will vote, in accordance with G.L. c. 44, §53F1/2, to appropriate from Golf Department receipts, transfer from available funds or otherwise fund the sum of **FOUR MILLION FORTY EIGHT THOUSAND SEVEN HUNDRED SEVENTY EIGHT DOLLARS (\$4,048,778)** for Fiscal Year 2023 costs associated with the operation of the Golf Department including, but not limited to acquiring professional services and equipment, personnel and maintaining facilities and operations, including authorization for lease purchases of up to five years; all expenditures to be made by the Golf Department, subject to the approval of the Town Administrator, or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

**Select Board Member David Whitney: I move to approve Article No. 8 as printed in the warrant with \$4,048,778 to be raised from receipts of the Golf Department, such sums to be expended as follows:**

- **Salaries & Wages \$1,596,892**
- **Operating Expenses \$2,451,886**
  
- **Total: \$4,048,778**

**ACTION: Adopted by a majority. Voter Cards.**

11:28am

**COMMUNITY PRESERVATION ACT FUNDING**

**ARTICLE NO. 9:** To see if the Town will vote to act on the report of the Community Preservation Committee on the Fiscal Year 2023 Community Preservation Budget and to appropriate or reserve for later appropriation monies from the Community Preservation Fund annual revenues or available funds for the administrative and operating expenses of the Community Preservation Committee, the undertaking of Community Preservation Projects and all other necessary and proper expenses for the year, with each item considered a separate appropriation to be spent by the Community Preservation Committee, all as set forth below:

Estimated revenues	FY23
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a. Estimated FY23 tax surcharge	\$1,144,558
b. Estimated FY23 state contribution (25%)	\$ 286,140
<b>Estimated FY23 Total:</b>	<b>\$1,430,698</b>

FY23 Appropriations and Allocations

d. Historic Preservation Reserve appropriation	(10%)	\$143,070
e. Community Housing Reserve appropriation	(10%)	\$143,070
f. Open Space Reserve appropriation	(50%)	\$715,349
g. Budgeted Reserve	(25%)	\$357,674
h. Administrative Expense (Budgeted Reserve)	( 5%)	\$71,535
<b>Total</b>		<b>\$1,430,698</b>

	<i>Purpose</i>	<i>Item</i>	<i>Funding Source(s)</i>	<i>Amount</i>
<b>1</b>	<b>Historic Preservation</b>			
	a. Brewster Historical Society	Digitization of Ellen St. Sure Collection	Fiscal Year 2023 CPA estimated annual revenues	\$22,617
	b. Designated Reserves for Historic Preservation	Transfer to reserve from estimated annual revenues in accordance with G.L. c.44B, §6	Fiscal Year 2023 CPA estimated annual revenues	\$120,453
<b>Sub-total</b>				<b>\$143,070</b>
<b>2</b>	<b>Community Housing</b>			
	a. Town of Brewster Town Administration - Housing Coordinator	Payroll and operating costs for Part-time Housing Coordinator position to assist public with affordable housing program	Fiscal Year 2023 CPA estimated annual revenues	\$66,900
	b. Community Development Partnership	Lower Cape Housing Institute (2-year funding)	Fiscal Year 2023 CPA estimated annual revenues	\$15,000
	c. Designated reserves for Housing	Transfer to reserve from estimated annual revenues in accordance with G.L. c.44B, §6	Fiscal Year 2023 CPA estimated annual revenues	\$61,170
<b>Sub-total</b>				<b>\$143,070</b>
	<i>Purpose</i>	<i>Item</i>	<i>Funding Source(s)</i>	<i>Amount</i>
<b>3</b>	<b>Open Space</b>			
	a. Community Preservation Bonded Debt Service	Payment of debt principal and interest for the BBJ Property and Bates Property bonds	Fiscal Year 2023 CPA estimated annual revenues	\$196,658

	b. Designated reserves for Open Space	Transfer to reserve from estimated annual revenues in accordance with G.L. c.44B, §6	Fiscal Year 2023 CPA estimated annual revenues	\$518,691
<b>Sub-total</b>				<b>\$715,349</b>
<b>4</b>	<b>Budgeted Reserve</b>			
	a. Administration Expense	Administration and operating expenses for Community Preservation Committee	Fiscal Year 2023 CPA estimated annual revenues	\$71,535
	b. Pennrose / Orleans Cape Cod Five	Affordable housing at former Cape Cod Five Operations Center in Orleans	Fiscal Year 2023 CPA estimated annual revenues	\$105,000
	c. Designated for Budgeted Reserve	Transfer to reserve from estimated annual revenues in accordance with G.L. c.44B, §6	Fiscal Year 2023 CPA estimated annual revenues	\$252,674
<b>Sub-total</b>				<b>\$429,209</b>
<b>Grand Total</b>				<b>\$1,430,698</b>

For Fiscal Year 2023 Community Preservation purposes, each item is considered a separate appropriation to be spent by the Community Preservation Committee; provided however, that the above expenditures may be conditional on the grant or acceptance of appropriate historic preservation restrictions for historic resources, open space restrictions for open space reserves, and housing restrictions for community housing, running in favor of an entity authorized by the Commonwealth to hold such restrictions for such expenditures, meeting the requirements of G.L. c.184 and G.L. c.44B, Section 12, and to authorize the Board of Selectmen to convey or accept such restrictions;

And further, any revenues received in excess of the estimated receipts are transferred to their respective reserve fund balance(s) for future appropriation using the allocation formula of 50% Open Space, 10% Housing, 10% Historical and 30% for Budgeted Reserve for CPA.

Or to take any other action relative thereto.

(Community Preservation Committee)

(Majority Vote Required)

**Community Preservation Committee Member Faythe Ellis: I move to approve Article No. 9, all for the purposes, from the funding sources, and in the amounts as printed in the warrant.**

**ACTION: Adopted by a majority. Voter Cards.**

**CAPITAL AND SPECIAL PROJECTS EXPENDITURES**

**ARTICLE NO. 10:** To see what sums the Town will vote to raise and appropriate, transfer from available funds, or authorize the Town Treasurer to borrow under and pursuant to Massachusetts General Laws Chapter 44, Sections 7, 7(1), or 8, or any other enabling authority, for the capital outlay expenditures listed below, including, in each case, all incidental and related costs, to be expended by the Town Administrator with the approval of the Board of Selectmen, except School expenditures to be made by the School Superintendent with the approval of the School Committee; authorize leases and lease purchase agreements for more than three but not more than five years for those items to be leased or lease purchased, and further that the Town Administrator with the approval of the Board of Selectmen or School Superintendent with the approval of the School Committee for school items, be authorized to sell, convey, trade-in or otherwise dispose of equipment being replaced, all as set forth below:

	<i>Department</i>	<i>Item</i>	<i>Funding Source(s) / Appropriation or Transfer</i>	<i>Amount</i>
<b>1 Select Board</b>				
	a. Integrated Water Resources Planning & Implementation	Professional services and costs for preparing studies, engineering, and coordinating water resource management planning	General Fund Free Cash	\$75,000
	b. Drummer Boy Park Master Plan Implementation - Design	Professional services and costs for engineering, design, and permitting associated with planned park improvements	General Fund Free Cash	\$75,000
	c. Local Comprehensive Plan	Professional services associated with completing a Local Comprehensive Plan	General Fund Free Cash	\$30,000
Sub-Total				\$180,000
<b>2 Elementary School Department</b>				
	a. Technology Upgrades and Improvements	Ongoing information system and equipment improvements including but not limited to purchase of desktop computers, servers, office software, backup systems, and other hardware/software, switches and access points for wi-fi at Eddy & Stony Brook Elementary Schools	General Fund Free Cash	\$15,000

	b. HVAC, Plumbing, Electrical Maintenance & Repairs	Professional services and costs for upgrades, repairs & replacement of HVAC, plumbing, and electrical systems at Eddy and Stony Brook Elementary Schools	General Fund Free Cash	\$25,000
	c. Exterior & Interior Painting Project	Professional services and costs for interior/exterior painting at Eddy and Stony Brook Elementary Schools	General Fund Free Cash	\$10,000
	d. Stony Brook Elementary School Boiler & Unit Ventilator Replacement - Design	Professional services and costs to design upgrades to the existing boiler and supporting HVAC systems at Stony Brook Elementary School	General Fund Free Cash	\$75,000
			Sub-Total	\$125,000
<b>3 Nauset Regional School District</b>				
	a. Capital Plan Projects	Professional services and costs, including procuring, engineering, permitting, repair and maintenance of buildings, grounds, and equipment within the Nauset Middle School and Nauset High School	Raise and appropriate	\$271,782
			Sub-Total	\$271,782
	<i>Department</i>	<i>Item</i>	<i>Funding Source(s) / Appropriation or Transfer</i>	<i>Amount</i>
<b>4 Natural Resources</b>				
	a. Beach and Landing Repairs & Improvements	Professional services and costs for repairs and improvements to various public beaches and public landings throughout town	General Fund Free Cash	\$15,000
	b. Long Pond Boat Ramp and Public Access Improvements	Professional services and costs for upgrades to existing boat ramp and parking area, improvements to public access and stormwater treatment	General Fund Free Cash	\$225,000
	c. Wildfire Management	Professional services and costs to implement and update Town's Wildfire Management Plan,	General Fund Free Cash	\$10,000

		including vegetation management		
Sub-Total			\$250,000	
<b>5 Water Department</b>				
	a. Distribution Infrastructure	Costs for goods, materials and professional services to maintain, repair, and upgrade the Town's water distribution system	Water Retained Earnings	\$50,000
	b. Buildings & Treatment Facilities	Costs for goods, materials and professional services to maintain, repair, and upgrade the Water Department's buildings and treatment facilities	Water Retained Earnings	\$50,000
	c. Water Meter Replacement	Costs for goods, materials and professional services to maintain and replace water meters	Water Retained Earnings	\$80,000
	d. Two Pick-up Trucks	Costs to purchase and equip two (2) pick-up trucks	Water Retained Earnings	\$88,000
Sub-Total			\$268,000	
<b>6 Department of Public Works</b>				
	a. Public Works & Recycling Center Site Assessment	Professional services to conduct a site assessment of Public Works & Recycling Center property and facilities	Article 10 (2F), May 2017 Annual Town Meeting	\$70,000
Sub-Total			\$70,000	
<b>7 Facilities</b>				
	a. Town Hall Window Replacement	Professional services and costs to replace windows at Town Hall offices	General Fund Free Cash	\$50,000
	<i>Department</i>	<i>Item</i>	<i>Funding Source(s) / Appropriation or Transfer</i>	<i>Amount</i>
	b. Town Hall Air Conditioning Unit Replacement	Costs to purchase air conditioning units at Town Hall offices	General Fund Free Cash	\$10,500
Sub-Total			\$60,500	
<b>8 Library</b>				
	a. Library Elevator Replacement-Design	Professional services and costs to replace elevator at Ladies Library	General Fund Free Cash	\$30,000
Sub-Total			\$30,000	
<b>9 Golf Department</b>				

a. HVAC/Boiler Upgrades	Professional services and costs to replace furnaces, air handlers, and related HVAC systems in the clubhouse, pavilion, and pro-shop	Golf Reserves	\$185,000
b. Clubhouse Window and Door Replacement	Professional services and costs to replace windows and doors in clubhouse, pavilion, and pro-shop	Golf Reserves	\$210,000
c. Maintenance Facilities Study	Professional services to identify existing conditions and develop conceptual plan for maintenance facilities	Golf Reserves	\$20,000
Sub-Total			\$415,000
10 Fire Department			
a. Deputy Fire Chief Vehicle	Costs to purchase and equip Deputy Fire Chief first response vehicle	Article 8 (2G), May 2016 Annual Town Meeting; Ambulances Receipts	\$60,000
Sub-Total			\$60,000
GRAND TOTAL			\$1,730,282

Or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

**Select Board Clerk Ned Chatelain: I move to approve Article No. 10, all for the purposes, from the funding sources, and in the amounts as printed in the warrant; the amounts appropriated by this vote shall be expended at the direction of the Town Administrator with the approval of the Board of Selectmen, except School expenditures to be made by the School Superintendent with the approval of the School Committee; that the Town Administrator with the approval of the Board of Selectmen, or School Superintendent with the approval of the School Committee for school items, are authorized to sell, convey, trade-in or otherwise dispose of equipment being replaced by this vote.**

**ACTION: Adopted by a majority. Voter Cards.**

11:11am

**WATER QUALITY CAPITAL STABILIZATION FUND**

**ARTICLE NO. 11:** To see if the Town will vote to accept the provisions of G.L. c. 40, §5B for the purpose of establishing a Water Quality Stabilization Fund; and to see if the Town will raise and appropriate and/or transfer from available funds a sum of money for said stabilization fund, or take any other action relative thereto.

(Select Board)

(Two-Thirds Vote Required)

**Select Board Clerk Ned Chatelain: I move to approve Article No. 11 as printed in the warrant.**

**ACTION: Adopted Unanimously. Voter Cards.**

12:52pm

**BOND PREMIUM APPROPRIATION**

**ARTICLE NO. 12:** To see if the Town will vote to transfer and appropriate a total sum of \$238,349 from bond sale premiums from projects authorized at the May 4, 2015 Town Meeting under Articles 19, 20, & 30, May 2, 2016 Town Meeting under Article 20, and September 2, 2015 Town Meeting under Article 2-7B to the Road Bond Capital Projects Fund, or to take any action relative thereto.

(Select Board)

(Majority Vote Required)

**Select Board Member Mary Chaffee: I move to approve Article No. 12 as printed in the warrant.**

**ACTION: Adopted by a majority. Voter Cards.**

11:42am

**SPECIAL REVENUE FUND - Cable Franchise Fee Account**

**ARTICLE NO. 13:** To see if the Town will vote to appropriate from the Cable Franchise Fee Special Revenue Fund the sum of two hundred thousand dollars (\$200,000), for the purpose of offsetting costs associated with providing local cable television related purposes, the sum of including, but not limited to the general public purpose of supporting and promoting public access to the Brewster cable television system; training in the use of local access equipment and facilities; access to community, municipal and educational meeting coverage; use and development of an institutional network and/or municipal information facilities; contracting with local cable programming services providers and/or any other appropriate cable related purposes, and including all incidental and related expenses, or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

**Select Board Chair Cynthia Bingham: I move to approve Article No. 13 as printed in the warrant.**

**ACTION: Adopted Unanimously. Voter Cards.**

1:04pm

**TOWN CODE AMENDMENT - COMMUNITY PRESERVATION COMMITTEE BYLAW**

**ARTICLE NO. 14:** To see if the Town will vote to amend the General Bylaws, Section 17, to delete Sections 17-4 and 17-5 in their entirety, with such revision to take effect on July 1, 2023, as follows:

Section 17-1. Membership of the Committee – There is hereby established a Community Preservation Committee, consisting of nine (9) voting members. pursuant to the provisions of Section 298 of Chapter 149 of the Acts of 2004, as amended by Sections 129-133 of Chapter 352 of the Acts of 2004. The composition of the Committee, the appointing authority and the term of office for the committee members shall be as follows; one member of the Conservation

Commission, as designated by said Commission; one member of the Historical Commission, as designated by said Commission; one member of the Planning Board, designated by the said Board; one member of the Recreation Commission, as designated by the Commission; one member of the Brewster Housing Authority, as designated by said Authority; and four individuals to be appointed by the Board of Selectmen. Each member of the Committee shall serve a term of three years or until the person no longer serves in the position or on the board or on the committee as set forth above, whichever is earlier. Should any of the officers and commissions, boards or committees who have appointing authority under this bylaw be no longer in existence for whatever reason, the Board of Selectmen shall appoint a suitable person to serve in their place. Any member of the committee may be removed by the Selectmen, with prior notice to the member and a hearing, for good cause.

Section 17-2. Duties – The Community Preservation Committee shall study the needs, possibilities and resources of the town regarding community preservation. The Committee shall consult with existing municipal boards, including the Conservation Commission, the Recreation Commission, the Historical Commission, the Planning Board, the Department of Public Works, and the Housing Authority, or persons acting in those capacities or performing like duties, in conducting such studies. As part of its study, the committee shall hold one or more public informational hearings, at its discretion, on the needs, possibilities, and resources of the town regarding community preservation possibilities and resources, notice of which shall be posted publicly and published for each of two weeks preceding a hearing in a newspaper of general circulation in the town.

Section 17-3. The Community Preservation Committee shall make recommendations to the Town Meeting for the acquisition, creation and preservation of open space, for the acquisition and preservation of historic resources, for the acquisition, creation and preservation of land for recreational use, for the creation, preservation and support of community housing and for rehabilitation or restoration of such open space, historic resources, land for recreational use and community housing that is acquired or created as provided in this section.

~~Section 17-4. In every fiscal year, the Community Preservation Committee shall recommend that Town Meeting spend, or set aside for future spending, the fixed figure of fifty (50%) percent of the net annual revenues in the Community Preservation Fund for open space purposes, not less than ten (10%) percent of the net annual revenues for community housing purposes, and not less than ten (10%) percent of the net annual revenues for historic resources purposes. In every fiscal year, the Community Preservation Committee shall recommend that Town Meeting spend or set aside for future spending the remaining thirty (30%) percent of the net annual revenues for community housing, recreation and historic resources purposes, but not for open space purposes.~~

~~Notwithstanding the foregoing, the net annual revenues paid into the Community Preservation Fund shall be dedicated to open space purposes until such time as prior appropriations made pursuant to the so-called Land Bank Act have been fully expended, even if the aggregate amount of such expenditures exceeds 80% of the annual revenues.~~

~~Section 17-5. Provided that the Community Preservation Act is accepted at the 2005 Annual Town Election, this section shall take effect upon approval by the Attorney General of the Commonwealth of Massachusetts and after all the requirements of Mass. Gen. Laws, ch. 40, § 32 have been met. Each appointing authority shall have thirty (30) days after the effective date to make its appointments.~~

or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)



**Select Board Chair Cynthia Bingham: I move to approve Article No. 14 as printed in the warrant, with such revision, if approved, to take effect on July 1, 2023.**

**ACTION: No action was taken on this article due to the loss of quorum.**

**Citizen Carol Marie Anderson: I move to indefinitely postpone Article No. 14.**

**ACTION on Carol Marie Anderson’s motion: Defeated. Voter Cards.**

**Citizen Colin Odell** raised a *Point of Order* questioning the quorum.

**Moderator Charles Sumner** requested a hand count. 159 Voters were tallied so the meeting was dissolved at 1:36pm due to a lack of quorum.

12:54pm

**TRANSFER OF TAX TITLE PROPERTY – 212 YANKEE DRIVE**

**ARTICLE NO. 15:** To see if the Town will vote to transfer the care, custody and control of the parcel of land with the improvements thereon located at 212 Yankee Drive, identified by the Assessors as Parcel 77-37-0 and acquired by the Town by Foreclosure in Tax Lien Case, from the tax custodian for tax title purposes to the Affordable Housing Trust for affordable housing purposes and for the purpose of conveyance, or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

**Select Board Clerk Edward “Ned” Chatelain: I move to approve Article No. 15 as printed in the warrant.**

**ACTION: Adopted by a majority. Voter Cards.**

**Citizen Carol Marie Anderson: I move to indefinitely postpone Article No. 15.**

**ACTION on Carol Marie Anderson’s motion: Defeated. Voter Cards.**

12:47pm

**LEASE OF TOWN PROPERTY - ANTENNA**

**ARTICLE NO. 16:** To see if the Town will vote to authorize the Town Administrator, acting under the direction of the Board of Selectmen, to lease from time to time a portion or portions of Town-owned property located at 1657 Main Street for wireless communications purposes, including, without limitation, for the construction, installation, maintenance and replacement of communications antennas, towers, cabinets, cables, and other appurtenances, and to grant such non-exclusive access and/or utility easements on portions of said property as may be necessary or convenient to serve the communications equipment thereon, said leases to be for periods not exceeding twenty (20) years and on such other terms and conditions as the Town Administrator and Board of Selectmen deem to be in the best interests of the Town, or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

**Select Board Member Mary Chaffee: I move to approve Article No. 16 as printed in the warrant.**

**ACTION: Adopted by a majority. Voter Cards.**

12:34pm

**CITIZENS PETITION – PUNKHORN HUNTING BAN**

**ARTICLE NO. 17:** To see if the Town will vote to amend the Town’s General Bylaw by adding a new Chapter 98 – Hunting in the Punkhorn Parklands as follows:

§98-1 No person shall discharge any gun, including paint ball guns, fowling piece, pistol, or firearm or release an arrow from a bow or hunt or trap or poison or set fire to any material known as fireworks, or other combustible matter, on any and all Town-owned parcels in southwest Brewster commonly referred to as the Punkhorn Parklands; provided, however, this section shall not apply to any person abating nuisance or in the exercise of duty required by law, or to take any other action relative thereto.

(Citizen's Petition)

(Majority Vote Required)

**Petitioner Betsy Smith: I move to indefinitely postpone Article No. 17.**

**ACTION: Adopted to indefinitely postpone Article No. 17. Voter Cards.**

11:44am

**CITIZENS PETITION – PUNKHORN HUNTING RESTRICTIONS**

**ARTICLE NO. 18:** To see if the Town will vote to amend the Town’s General Bylaw by Adding a new Chapter 98 – Hunting in the Punkhorn Parklands as follows:

§98-1 No person shall discharge any gun, including paint ball guns, fowling piece, pistol, or firearm or release an arrow from a bow or hunt or trap or poison or set fire to any material known as fireworks, or other combustible matter, within the Town-owned land known as the Punkhorn Parklands; provided, however, this section shall not apply to any person abating nuisance or in the exercise of duty required by law: provided further that bow hunting only shall only be permitted during a three-week period beginning on the first Monday in December of each year, or to take any other action relative thereto.

(Citizen's Petition)

(Majority Vote Required)

**Petitioner Joseph Breda: I move to approve Article No. 18 as printed in the warrant.**

**Citizen Anne O’Connell: I move the previous question.**

**ACTION on moving the question: Adopted to move the question. Voter Cards.**

**ACTION: Adopted by a majority. Voter Cards.**

**OTHER BUSINESS**

**ARTICLE NO. 19:** To act upon any other business that may legally come before this meeting, or to take any other action related thereto.

**Select Board Chair Cynthia Bingham: I move that the Town vote to dissolve the 2022 Annual Town Meeting.**

**ACTION: Adopted by a majority. Voter Cards.**

The **Annual Town Meeting** of **May 14<sup>th</sup>, 2022** was officially **dissolved** at **1:36pm.**

Respectfully submitted,

Colette M. Williams, MMC/CMMC  
Town Clerk  
Brewster, MA

Report of the  
**Special Town Meeting**  
**Monday, November 14<sup>th</sup>, 2022**

In accordance with the Warrant, the Special Town Meeting was held at the Stony Brook Elementary School, 384 Underpass Road on Monday, November 14<sup>th</sup>, 2022.

A quorum was present with 594 of 8634 eligible voters. 7%

The Special Town Meeting of November 14<sup>th</sup>, 2022 was called to order by Moderator Charles Sumner at 6:00pm.

The counters and tellers were Nancy Burdych, Cynthia Mathison, Lauren Elliott-Grunes, June Cameron, Robert Harris, Jayanne Monger, Assistant Town Clerk. Thaddeus Nabywaniec, Sally Andreola and Nancy Whitehurst, Board of Registrars.

Town Meeting was held indoors in the Elementary School gymnasium. The Moderator, Charles Sumner made a few announcements before proceeding with Town Meeting. He has filed a Conflict of Interest statement relative to 2 articles and for 2 articles (Art. 2, 5A – Stony Brook Mill Retaining Wall and Art. 5 – Community Preservation Act Bylaw Amendment) he has appointed a Deputy Moderator, duly sworn by himself. Due to the overflow crowd, the library has been set up for seating as well. Benjamin DeRuyter was the Deputy Moderator appointed by the Moderator for this meeting to preside over the library and articles that Moderator Sumner will be abstaining from. Also, Stephen Narjarian was appointed Deputy Moderator, duly sworn, to cover the library while Deputy Moderator DeRuyter was covering for Moderator Charles Sumner. Brewster follows Town Meeting Time for their Town Meeting rules of order, but the Moderator has some discretion on time limits, which he may extend as a courtesy.

The Moderator announced that John Ward a Department of Public Works employee would be retiring after 50 years with the Town of Brewster.

Posting and return of service of the Special Town Meeting warrant was confirmed. There being no objections the Moderator began dispensing with the articles

6:11pm

**OUTSTANDING OBLIGATIONS**

**ARTICLE NO. 1:** To see what sums the Town will vote to appropriate from available funds for the payment of unpaid obligations from previous fiscal years, including any bills now on overdraft:

	<i>Department</i>	<i>Outstanding Obligations</i>	<i>Amount</i>
a.	Brewster Elementary Schools	Wages	\$1,777.00
b.	Utilities	Eversource	\$144.92
c.	Employee Benefits	Department of Unemployment Assistance	\$2,545.00
d.	Building Department	WB Mason	\$127.99
	<b>Total</b>		<b>\$4,594.91</b>

Or to take any other action relative thereto.

(Select Board Required)

(Nine-Tenths Vote)

**Motion by Select Board Member Edward “Ned” Chatelain: I move to approve Article Number 1 as printed in the warrant and as funding therefor to transfer the sum of \$4,594.91 from Free Cash.**

**ACTION: Adopted Unanimously. Voter Cards.**

6:12pm

**CAPITAL AND SPECIAL PROJECTS EXPENDITURES**

**ARTICLE NO. 2:** To see what sums the Town will vote to raise and appropriate, transfer from available funds, or authorize the Town Treasurer to borrow under and pursuant to Massachusetts General Laws Chapter 44, Sections 7, 7(1), or 8, or any other enabling authority, for the capital outlay expenditures listed below, including, in each case, all incidental and related costs, to be expended by the Town Administrator with the approval of the Select Board, except School expenditures to be made by the School Superintendent with the approval of the School Committee; authorize leases and lease purchase agreements for more than three but not more than five years for those items to be leased or lease purchased, and further that the Town Administrator with the approval of the Select Board or School Superintendent with the approval of the School Committee for school items, be authorized to sell, convey, trade-in or otherwise dispose of equipment being replaced, all as set forth below:

	<i>Department/Project</i>	<i>Item</i>	<i>Funding Source(s) / Appropriation or Transfer</i>	<i>Amount</i>
<b>1. Select Board</b>				
	a. DBP Master Plan Update- Phase 1 Construction	Professional services and construction costs of park improvements	Free Cash	\$255,000
	b. Sea Camps Comprehensive Planning	Professional services associated with developing a comprehensive plan regarding future uses of the former Sea Camps properties	Free Cash	\$175,000
	c. Updated Ponds Water Quality Report (IWRMP)	Professional services associated with creating a pond water quality database and reviewing data to identify future needs	Water Quality Stabilization	\$50,000
	d. Sea Camps Interim Uses	Costs for events, programming, and increasing public access/awareness	Free Cash	\$50,000
	e. Integrated Water Resource Planning/ Implementation	Professional services associated with technical assistance regarding water quality planning and initiatives	Free Cash	\$35,000
<b>Sub-Total</b>				<b>\$565,000</b>
<b>2. Department of Public Works</b>				
	a. Sea Camps Pool Parking Lot	Professional services for engineering, permitting, and construction of new parking area, including but not limited to paving, installation of stormwater infrastructure, and landscaping	Free Cash	\$250,000
	b. Drainage/ Road Maintenance	Professional services for engineering, permitting, and construction associated with road maintenance and drainage	Free Cash	\$225,000
	c. Loader/ Backhoe	Purchase and outfit (1) backhoe/loader, including but not limited to plow package, emergency lighting, and radio	Free Cash	\$200,000

	d. Pick-up Truck	Purchase and outfit (1) 4x4 pick-up truck, including but not limited to plow package, emergency lighting, and radio	Free Cash	\$60,000
<b>Sub-Total</b>			<b>\$735,000</b>	
<b>3. Police Department</b>				
	a. Vehicle Replacement	Purchase and outfit (2) Police vehicles	Free Cash	\$115,000
	b. Security Pen/Fencing	Purchase and install fencing and traffic direction signage/devices at the Police facility	Free Cash	\$50,000
	c. Live Scan Data Sharing	Purchase and install an electronic fingerprint and booking photograph system	Free Cash	\$42,500
<b>Sub-Total</b>			<b>\$207,500</b>	
<b>4. Fire Department</b>				
	a. Department Staffing and Organization Study	Professional services associated with staffing and organizational analysis to determine current and future departmental needs	Free Cash / Ambulance Fund	\$35,000
	b. Assistance to Firefighter Grant Program Expenses	Costs associated with providing the Town's required 5% local match to accept and expend grant funding	Ambulance Fund	\$20,000
<b>Sub-Total</b>			<b>\$55,000</b>	
	<i>Department/Project</i>	<i>Item</i>	<i>Funding Source(s) / Appropriation or Transfer</i>	<i>Amount</i>
<b>5. Natural Resources</b>				
	a. Stony Brook Mill Retaining Wall & Fishway Improvements Permitting	Professional services associated with design, permitting and any other related costs	Free Cash	\$40,000
	b. Walkers Pond Water Quality Improvements	Professional services associated with design, permitting, and any other related costs	Water Quality Stabilization	\$32,000
<b>Sub-Total</b>			<b>\$72,000</b>	
<b>6. Facilities</b>				

	a. Town Hall Window Replacement	Purchase and install replacement windows and any related costs	Free Cash	\$150,000
	b. Town Hall and Library Elevator Upgrades	Costs associated with upgrades to meet new state safety requirements	Free Cash	\$10,000
	c. Crosby Mansion Function Room HVAC	Purchase and install mini-split units in mansion function room and any related costs	Free Cash	\$25,000
	d. Sea Camps Landscaping Equipment	Purchase mowers and landscaping equipment	Free Cash	\$17,500
<b>Sub-Total</b>				<b>\$202,500</b>
<b>7. Recreation</b>				
	a. Freemans Fields Irrigation Repair & Maintenance	Costs associated with maintaining and repairing irrigation systems at Freemans Fields	Free Cash	\$20,000
<b>Sub-Total</b>				<b>\$20,000</b>
<b>8. Library</b>				
	a. Library Elevator Replacement	Purchase and install a new elevator including any other related costs	Free Cash	\$300,000
<b>Sub-Total</b>				<b>\$300,000</b>
<b>9. Information Technology</b>				
	a. Technology Upgrades / Replacement	Ongoing information system & equipment improvements, including but not limited to the purchase of computers, software, servers, and other hardware/ software throughout the Town, including new cloud-based assessing software	Overlay / Free Cash	\$35,000
<b>Sub-Total</b>				<b>\$35,000</b>
<b>10. Assessors</b>				
	a. Valuation Services	Professional services for new growth and cyclical inspection as required by the Department of Revenue	Overlay	\$80,000
<b>Sub-Total</b>				<b>\$80,000</b>
<b>11. Water Department</b>				
	a. Tanks Exterior Painting Engineering	Professional services including engineering, oversight, and	Water Retained Earnings	\$110,000



		construction for interior and exterior repairs on Tanks 1 & 2		
	b. Land Acquisition for Water Protection	Funding to assist with acquisition costs of former Sea Camps Long Pond parcel	Water Retained Earnings	\$35,000
<b>Sub-Total</b>				<b>\$145,000</b>
<b>12. Golf Department</b>				
	a. Maintenance Equipment	Purchase (3) three spray rigs and any golf maintenance equipment	Golf Reserves	\$380,000
	b. Cart Path Improvements	Costs associated with paving and repairing cart paths	Golf Reserves	\$120,000
	c. Additional HVAC / Boiler Upgrades	Additional funding for the replacement of the HVAC/Boiler system and any other related costs	Golf Reserves	\$75,000
	d. Irrigation Replacement Design	Professional services associated with the design of a new 36-hole irrigation system	Golf Reserves	\$75,000
	e. Clubhouse Surroundings & Theme Enhancements	Purchase and install materials and supplies to upgrade area around clubhouse	Golf Reserves	\$30,000
	f. Sink Hole Repairs	Purchase of materials to fill and repair sink holes throughout the property	Golf Reserves	\$20,000
	g. Kitchen Equipment Replacement	Purchase and install replacement kitchen equipment and other related costs	Golf Reserves	\$15,000
	h. Replace Forward Tees	Purchase and install materials to create new forward tees	Golf Reserves	\$15,000
<b>Sub-Total</b>				<b>\$730,000</b>
<b>Grand Total</b>				<b>\$3,147,000</b>

Or to take any other action relative thereto.

(Select Board)  
Two-Thirds

(Majority Vote Required, except

Vote for Stabilization Fund Appropriations)

**Motion made by Citizen Carol Marie Anderson: I move to divide the article and vote separately on each of Article 2's line items.**

**ACTION: Defeated. Voter Cards.**

•Deputy Moderator Benjamin DeRuyter presided over this motion.

**Motion by Select Board Member Edward “Ned” Chatelain: I move to approve item 5a as printed in the warrant, with the amounts appropriated by this vote to be expended at the direction of the Town Administrator with the approval of the Select Board.**

**ACTION: Adopted. Voter Cards.**

**Amendment to Motion made by Len Egert: I move to postpone indefinitely subsection 1a of Article 2.**

**ACTION on Amendment to Motion: Adopted. Voter Cards.**

**Citizen Gisele Gauthier: I make a motion to move the question.**

**ACTION on Motion: Adopted. Voter Cards.**

**Motion by Select Board Member Edward “Ned” Chatelain: I move to approve Article Number 2, excepting items 1c, 5a, and 5b, all for the purposes, from the funding sources, and in the amounts as printed in the warrant, including \$25,000 from the Ambulance Fund and \$10,000 from Free Cash for item 4a, and \$25,000 from Free Cash and \$10,000 from Overlay for item 9a; the amounts appropriated by this vote shall be expended at the direction of the Town Administrator with the approval of the Select Board, except School expenditures to be made by the School Superintendent with the approval of the School Committee; that the Town Administrator with the approval of the Select Board, or School Superintendent with the approval of the School Committee for school items, are authorized to sell, convey, trade-in or otherwise dispose of equipment being replaced by this vote.**

**►Amended Totals presented by the Finance Director Marilyn Bernardo – with the removal of 1a. the new amended total in section 1. \$310,000. – new article total \$2,892,000.**

**ACTION: Adopted. Voter Cards.**

**Motion by Select Board Member Edward “Ned” Chatelain:I move to approve items 1c and 5b as printed in the warrant, with the amounts appropriated by this vote to be expended at the direction of the Town Administrator with the approval of the Select Board.**

**ACTION: Adopted by a Moderator declared 2/3 majority. Voter Cards.**

7:36pm

**COMMUNITY PRESERVATION ACT FUNDING**

**ARTICLE NO. 3:** To see if the Town will vote to act upon the recommendations of the Community Preservation Committee; to appropriate from Fund Balances Reserved for future expenditure, the amounts shown below, for the purpose of future expenditures, operating and administration expenses, and reserve funds related to Community Preservation, Historic Preservation, Open

Space, Community Housing and/or Recreation; and to authorize the Town Administrator to enter into contracts for operating and administration related to Community Preservation, Historic Preservation, Community Housing and Open Space and/or Recreation, all as follows:

	<i>Purpose</i>	<i>Item</i>	<i>Funding Source(s)</i>	<i>Amount</i>
1				
	c. Brewster Historical Society	Relocation and restoration of Brewster Schoolhouse #3 including costs associated with permitting, engineering, historical consultation, furnishings, equipment, connection of utilities and services, and all costs incidental or related thereto.	Transfer \$357,200 from Historic Preservation Fund balance	\$357,200
<b>Sub-total</b>				<b>\$357,200</b>
<b>Grand Total</b>				<b>\$357,200</b>

For Fiscal Year 2023 Community Preservation purposes, each item is considered a separate appropriation to be spent by the Community Preservation Committee; provided however, that the above expenditures may be conditional on the grant or acceptance of appropriate historic preservation restrictions for historic resources, open space restrictions for open space reserves, and housing restrictions for community housing, running in favor of an entity authorized by the Commonwealth to hold such restrictions for such expenditures, meeting the requirements of MGL Ch. 184 and MGL Ch. 44B Sec. 12, and to authorize the Select Board to convey or accept such restrictions;

And further, any revenues received in excess of the estimated receipts are transferred to their respective reserve fund balance(s) for future appropriation using the allocation formula of 50% Open Space, 10% Housing, 10% Historical and 30% for Budgeted Reserve for CPA.

Or to take any other action relative thereto.

(Community Preservation Committee)  
Required)

(Majority Vote

**Motion made by Community Preservation Chair Faythe Ellis: I move to approve Article Number 3, all for the purposes, from the funding sources, and in the amounts as printed in the warrant.**

**ACTION: Adopted. Voter Cards.**

10:03pm

**CONSERVATION RESTRICTION ACQUISITION: 0 HOLLY AVE (REAR)**

**ARTICLE NO. 4:** To see if the Town will vote to authorize the Select Board to acquire a perpetual conservation restriction under MGL Ch. 184, Secs. 31 through 33, on a parcel of land designated on Brewster Assessors’ Map 137 as Parcel 1, located at 0 Holly Ave (Rear), in Brewster, Barnstable County, Massachusetts, consisting of 4.925 acres as shown on a plan of land entitled “Plan of Land in Brewster (East), Mass. as claimed by Richard O. Staff, Scale 1 in = 50 ft. October 1967, Schofield Brothers Registered Civil Engineers & Land Surveyors, Orleans & Framingham, Mass.” and recorded in the Barnstable County Registry of Deeds as Plan Book 219, Page 79, a copy of which is on file with the Brewster Town Clerk; to acquire interests in said parcel by gift, purchase and/or eminent domain taking under MGL Ch. 79, or any other enabling authority; to acquire said conservation restriction for conservation and passive recreation purposes for the general public, consistent with the provisions of MGL Ch. 40 Sec. 8C and Article 97 of the Amendments to the Constitution of the Commonwealth of Massachusetts, and in compliance with MGL Ch. 44B, Sec. 12(a), protecting the property for the purposes for which it is acquired; to transfer from available funds, including, without limitation, the Community Preservation Fund, the sum of **Two Hundred Sixty-four Thousand and 00/100 Dollars (\$264,000.00)** to pay costs of this acquisition, and all other costs incidental and related thereto; further, to authorize the Select Board and/or the Conservation Commission to apply for, accept and expend any funds that may be provided by the Commonwealth or other public or private sources to defray all or a portion of the costs of said acquisition, including, but not limited to, grants and/or reimbursement from the Commonwealth under the Self-Help Act, MGL Ch. 132A Sec. 11 (now, so-called LAND grants), and the Federal Land and Water Fund grants, which grants and/or funds so received shall be used to repay all or a portion of the sum transferred from the Community Preservation Fund hereunder; to authorize the Conservation Commission to assume the monitoring and enforcement authority of the conservation restriction on the property; and to authorize the Select Board and Conservation Commission to enter into all agreements and execute any and all instruments as may be necessary on behalf of the municipality to effect this purchase and obtain reimbursement funding;

Or to take any other action relative thereto.

(Community Preservation Committee)  
Vote Required)

(Majority

**Motion made by Select Board Member Mary Chaffee: I move to approve Article Number 4 as printed in the warrant and as funding therefor transfer the sum of Two Hundred Sixty-four Thousand and 00/100 dollars (\$264,000) from Community Preservation Act Open Space Reserve funds.**

**ACTION: Adopted. Voter Cards.**

10:16pm

**TOWN CODE AMENDMENT TO COMMUNITY PRESERVATION ACT BYLAW**

**ARTICLE NO. 5:** To see if the Town will vote to amend the General Bylaws, Section 17, as shown below, with additions shown in **bold** and deletions shown in ~~striethrough~~, with such revision to take effect on July 1, 2023:

Section 17-1. Membership of the Committee – There is hereby established a Community Preservation Committee, consisting of nine (9) voting members. pursuant to the provisions of Section 298 of Chapter 149 of the Acts of 2004, as amended by Sections 129-133 of Chapter 352 of the Acts of 2004. The composition of the Committee, the appointing authority and the term of office for the committee members shall be as follows; one member of the Conservation Commission, as designated by said Commission; one member of the Historical Commission, as designated by said Commission; one member of the Planning Board, designated by the said Board; one member of the Recreation Commission, as designated by the Commission; one member of the Brewster Housing Authority, as designated by said Authority; and four individuals to be appointed by the ~~Select Board of Selectmen~~. Each member of the Committee shall serve a term of three years or until the person no longer serves in the position or on the board or on the committee as set forth above, whichever is earlier. Should any of the officers and commissions, boards or committees who have appointing authority under this bylaw be no longer in existence for whatever reason, the ~~Select Board of Selectmen~~ shall appoint a suitable person to serve in their place. Any member of the committee may be removed by the Selectmen, with prior notice to the member and a hearing, for good cause.

Section 17-2. Duties – The Community Preservation Committee shall study the needs, possibilities and resources of the town regarding community preservation.

**A. Annually**, the Committee shall consult with existing municipal boards, including the Conservation Commission, the Recreation Commission, the Historical Commission, the Planning Board, ~~the Department of Public Works~~, and the Housing Authority, or persons acting in those capacities or performing like duties, in conducting such studies. As part of its study, the committee shall hold one or more public informational hearings, at its discretion, on the needs, possibilities, and resources of the town regarding community preservation possibilities and resources, notice of which shall be posted publicly and published for each of two weeks preceding a hearing in a newspaper of general circulation in the town.

**B. Every five years ending in 2 and 7:**

**(1) The Committee shall conduct a public process to develop a Community Preservation Plan (“CPP”) establishing goals for expenditures in each of the eligible categories. The CPP shall include a Target Allocation Policy (“TAP”) setting forth non-binding guidelines for the next five years for the allocation of CPA funds amongst eligible expenditure categories, expressed as percentages of estimated annual revenues.**

**(2) Following adoption of the CPP under Section B(1), the non-binding TAP contained therein shall be presented to Town Meeting as a proposed amendment to Section 17-4(B) of this bylaw.**

Section 17-3. The Community Preservation Committee shall make recommendations **no less than annually** to the Town Meeting for the acquisition, creation and preservation of open space, for the acquisition and preservation of historic resources, for the acquisition, creation and preservation of land for recreational use, for the creation, preservation and support of community housing and for rehabilitation or restoration of such open space, historic resources, land for recreational use and community housing that is acquired or created as provided in this section.

Section 17-4.

- A. Annual Minimum Recommendations. As required by MGL Ch. 44B Sec. 6,** in every fiscal year, the Community Preservation Committee shall recommend that Town Meeting spend, or set aside for future spending, the fixed figure of ~~fifty (50%)~~ **ten (10%)** percent of ~~the net CPA estimated~~ annual revenues in the Community Preservation Fund for open space **and recreation** purposes, not less than ten (10%) percent of ~~the net CPA estimated~~ annual revenues for community housing purposes, and not less than ten (10%) percent of ~~the net CPA estimated~~ annual revenues for historic resources purposes. ~~In every fiscal year, the Community Preservation Committee shall recommend that Town Meeting spend or set aside for future spending the remaining thirty (30%) percent of the net annual revenues for community housing, recreation and historic resources purposes, but not for open space purposes.~~
- B. For the fiscal years FY24 through FY27, and until otherwise voted by Town Meeting, the non-binding TAP shall be as follows: 30% open space; 30% community housing; 10% recreation; 10% historic preservation, and 20% to be allocated as recommended by the CPC. Actual CPC recommendations may vary from the non-binding percentages set forth in the TAP.**

~~Notwithstanding the foregoing, the net annual revenues paid into the Community Preservation Fund shall be dedicated to open space purposes until such time as prior appropriations made pursuant to the so-called Land Bank Act have been fully expended, even if the aggregate amount of such expenditures exceeds 80% of the annual revenues.~~

~~Section 17-5. Provided that the Community Preservation Act is accepted at the 2005 Annual Town Election, this section shall take effect upon approval by the Attorney General of the Commonwealth of Massachusetts and after all the requirements of Mass. Gen. Laws, ch. 40, § 32 have been met. Each appointing authority shall have thirty (30) days after the effective date to make its appointments.~~

Or to take any other action relative thereto.

(Select Board  
Required)

(Majority Vote)

**Motion made by Select Board Member Mary Chaffee: I move to approve Article Number 5 as printed in the warrant, but changing the word “Selectmen” to “Select Board” in the last line of Section 17-1, with such revisions, if approved, to take effect on July 1, 2023.**

**ACTION: Adopted. Voter Cards.**

9:53pm

**TOWN BYLAW AMENDMENT: LIMITS OF DEBATE**

**ARTICLE NO. 6:** To see if the Town will vote to amend the General Bylaws, Section 48-11B, by striking the word “three” and replacing it with “one and a half”, as shown below, with additions shown in **bold** and deletions shown in ~~strikethrough~~:

§ 48-11 Limit of debate.

A. presenter of a motion may speak up to five minutes when presenting the motion except for motions that the Moderator has given specific permission for more time.

B. Following speakers may have up to ~~three~~ **one and a half** minutes to speak on a motion.

C. Speakers to each motion may speak no more than twice, except for the presenter of a motion who may speak to comments or questions made by voters with respect to the motion presented.

Or to take any other action relative thereto.

(Select Board  
Required)

(Majority Vote

**Motion made by Select Board Chair David Whitney: I move to indefinitely postpone Article No. 6.**

**ACTION: Adopted to Indefinitely Postpone. Voter Cards.**

10:01pm

**TOWN BYLAW AMENDMENT: QUORUM REQUIREMENT**

**ARTICLE NO. 7:** To see if the Town will vote to amend the General Bylaws, Section 48-5, by inserting the following new sentence to the end of the section: "Once quorum has been attained and Town Meeting has been called to order, minimum quorum requirements no longer apply." as shown below, with additions shown in **bold**:

§ 48-5 Requirement.

The quorum for Annual Town Meetings and for Special Town Meetings is hereby set at 200 registered voters. **Once quorum has been attained and Town Meeting has been called to order, minimum quorum requirements no longer apply.**

Or to take any other action relative thereto.

(Select Board  
Required)

(Majority Vote

**Motion made by Select Board Chair David Whitney: I move to indefinitely postpone Article No. 7.**

**ACTION: Adopted to Indefinitely Postpone. Voter Cards.**

8:00pm

**NEW TOWN BYLAW/RECONSIDERATION**

**ARTICLE NO. 8:** To see if the Town will vote to establish a new General Bylaw, as shown below, with additions shown in **bold**, and further to authorize the Town Clerk to assign the proper chapter and section numbers to said by-law, consistent with the current numbering system:

**§XX-XX Motions for Reconsideration**

A motion to reconsider an article previously voted on by Town Meeting must be made within one (1) hour of the conclusion of the relevant vote and shall require a 2/3 majority vote for approval. If a Town Meeting is continued from one date to another, a motion to reconsider any article must be made on the same day as the original vote.

Or to take any other action relative thereto.

(Select Board  
Required)

(Majority Vote)

**Motion made by Select Board Chair David Whitney: I move to approve Article Number 8 as printed in the warrant.**

**ACTION: Defeated. Voter Cards.**

8:20pm

**TOWN BYLAW AMENDMENT: SPECIAL TOWN MEETING WARRANT DEADLINE**

**ARTICLE NO. 9:** To see if the Town will vote to amend the General Bylaws, Section 48-3, by inserting the following new sentence to the end of the section to establish a deadline for closing warrants to petitioned articles, as shown below, with additions in **bold**:

§ 48-3 Closing of warrant.

The warrant for the Annual Town Meeting will be closed **to citizen petitioned articles** 75 days before each Annual Town Meeting and be in the hands of the Finance Committee by 60 days before each Annual Town Meeting, commencing in 1980. **The warrant for any special town meeting will be closed to citizen petitioned articles 45 days before each special town meeting; provided, however, that the Select Board may close the warrant for a special town meeting at any time prior to the 15<sup>th</sup> day before such meeting if it determines that the 45-day deadline is impractical under the circumstances of a particular meeting.**

Or to take any other action relative thereto.

(Select Board  
Required)

(Majority Vote)

**Motion made by Select Board Chair David Whitney: I move that Article Number 9 be indefinitely postponed.**

**ACTION: Adopted to Indefinitely Postpone. Voter Cards.**

8:23pm

**LOCAL COMPREHENSIVE PLAN**

**ARTICLE NO. 10:** To see if the Town will vote to adopt an updated Master Plan for Brewster which has been developed by the Vision Planning Committee, a copy of which plan is on file at the Town Clerk's office and posted on the Town's website, and which plan if adopted by the Town Meeting would constitute Brewster's Local Comprehensive Plan as defined in Section 9 of the Cape Cod Commission Act (Chapter 716 of the Acts of 1989).

Or take any other action relative thereto.



(Select Board & Planning Board  
Required)

(Majority Vote)

**Motion made by Select Board Member Kari Hoffmann: I move to approve Article Number 10 as printed in the warrant.**

**ACTION:**

**Motion made by Citizen Carol Marie Anderson: I move to indefinitely postpone Article 10.**

**ACTION on Motion by Carol Marie Anderson: Defeated. Voter Cards.**

**Motion made by Citizen Leonard Egert: I move to commit Article 10 and the Local Comprehensive plan to the Vison Planning Committee for further review.**

**ACTION on Motion by Leonard Egert: Yes – 248, No – 148. Counted.**

- The Moderator Charles Sumner announced that Article No. 11 was preferred by Bond Counsel to have a 2/3 vote to pass, not just a majority.

10:33pm

**TEMPORARY EASEMENTS: MILLSTONE ROAD IMPROVEMENT PROJECT**

**ARTICLE NO. 11:** To see if the Town will vote to authorize the Select Board to acquire, by purchase, gift, and/or eminent domain, permanent and/or temporary right of way, utility, drainage, access, construction and other easements in, on, under, and across the parcels of land at or near Millstone Road for the purpose of improving Millstone Road and for any and all purposes and uses incidental or related thereto, and, further, to raise and appropriate, transfer from available funds, and/or borrow a sum of money for the foregoing purposes.

Or to take any other action related thereto.

(Select Board)  
Required)

(Majority Vote)

**Motion made by Select Board Member Edward “Ned” Chatelain: I move to approve Article Number 11 as printed in the warrant, except delete the reference to “eminent domain” and as funding therefor the sum of \$400,000, being a portion of the \$10,000,000 previously appropriated as authorized road bond funds as voted pursuant to Article 30 at the May 4, 2015 Annual Town Meeting, shall be utilized, with such amount to be expended at the direction of the Town Administrator with the approval of the Select Board.**

**ACTION: Adopted by a Moderator declared 2/3 majority. Voter Cards.**

10:53pm

**PRIVATE ROAD BETTERMENT: VESPER POND DRIVE**

**ARTICLE NO. 12:** To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum of money pursuant to MGL Ch. 40, Secs. 7 and 8, Chapter 297 of the Acts of 2002, Chapter 373 of the Acts of 2006, and/or any other enabling authority, said sum to be spent by the Town Administrator with the approval of the Select Board, to finance temporary road repairs to the private way known as Vesper Pond Drive, including, without limitation, costs associated with engineering, construction, and reconstruction of said way, and costs incidental or related thereto, which costs shall be assessed by the Select Board as a betterment under MGL Ch. 80 Sec. 1 on each parcel within the area benefiting from the improvement, all in compliance Brewster General Bylaws, Section 157-20.

Or to take any other action relative thereto.

(Select Board)  
Vote Required)

(Two-Thirds

**Motion made by Select Board Member Kari Hoffmann: I move to finance temporary road repairs to the private ways known as Vesper Pond Drive, Bay View Drive, Cranberry Lane, Mayflower Circle, Deer Path Circle, and Jam Lane, including, without limitation, costs associated with engineering, construction, and reconstruction of said way, and costs incidental or related thereto, said sum to be spent by the Town Administrator with the approval of the Select Board; and, to meet said appropriation, to authorize the Treasurer, with the approval of the Select Board, to borrow Seven Hundred Eighty-Five Thousand Five Hundred Sixty-Six Dollars (\$785,566) under Massachusetts General Laws Chapter 44, Section 7, 7(1), 7(5) or 8, Chapter 373 of the Acts of 2006, and/or any other enabling authority, and to issue bonds or notes of the Town therefor; which sum shall be assessed as a betterment under Massachusetts General Laws Chapter 80, Section 1 on each parcel within the area benefiting from the improvement, all in compliance with the Brewster Town Code, Chapter 157, Article VIII, Section 157-20.**

**ACTION: Adopted by a Moderator declared 2/3 majority. Voter Cards.**

10:09pm

**CREATION OF NEW REVOLVING FUND: BAY PROPERTY POOL**

**ARTICLE NO. 13:** To see if the Town will vote to amend the General Bylaws, Section 21-8, to create a new revolving fund, consistent with MGL Ch. 44 Sec 53E½, for the purposes of managing a recreational pool located at 3057 Main Street, in a manner as follows:

Revolving Fund	Authority to Spend	Use of Fund	Fiscal Year Spending Limit
Bay Property Pool	Department Head - Recreation	Expenses shall be related to salaries and operations of the Bay Property Pool and not for any other purposes	\$200,000

Or to take any other action relative thereto.

(Select Board  
Required)

(Majority Vote)

**Motion made by Select Board Member Mary Chaffee: I move to approve Article Number 13 as printed in the warrant, with the following language to be added below the chart: “With such spending limits to be applicable for each fiscal year until such time as Town Meeting votes, prior to July 1 for the ensuing fiscal year, to increase the same; provided, however, that in accordance with state law, the Select Board, with the approval of the Finance Committee, may increase the limit for that fiscal year only.”**

**ACTION: Adopted. Voter Cards.**

7:51pm

**BAY PROPERTY POOL FUNDING**

**ARTICLE NO. 14:** To see what sums the Town will vote to appropriate from available funds for the initial start-up costs for the operation and maintenance of a community pool at the property located at 3057 Main Street, including the purchase of equipment and supplies, and anything incidental or related thereto.

Or take any other action relative thereto.

(Select Board  
Required)

(Majority Vote)

**Motion made by Select Board Member Mary Chaffee: I move to approve Article Number 14 as printed in the warrant, and as funding therefor to appropriate \$200,000 in Free Cash, with the amounts appropriated by this vote to be expended at the direction of the Town Administrator with the approval of the Select Board, and with the expectation that a portion of said funds will be expended in Fiscal Year 2023 and that a portion will be expended in Fiscal Year 2024.**

**ACTION: Adopted. Voter Cards.**

9:50pm

**RESCIND DEBT AUTHORIZATION**

**ARTICLE NO. 15:** To see if the Town will vote to repeal or rescind unused borrowing authority authorized by previous Town Meetings, as follows:

<i>DEPARTMENT</i>	<i>ITEM</i>	<i>ARTICLE / TOWN MEETING</i>	<i>AMOUNT TO BE RESCINDED</i>
DPW	Dump Truck	Article 10 (2A) of the May 2018 Annual Town Meeting	\$33,305

Fire	Fire Station	Article 1 of the November 2015 Special Town Meeting	\$548,503
Debt	North Pond Drive Private Road Betterment	Article 16 of the May 2018 Annual Town Meeting	\$21,276
Debt	WH Besse Cartway Land Acquisition (Robinson Property)	Article 29 of the May 2018 Annual Town Meeting	\$155,100
Debt	Tri-Town Septic Demolition	Article 5 of the December 2018 Special Town Meeting	\$33,131
DPW	Fuel Depot	Article 3 of the May 2019 Special Town Meeting	\$100,000

Or to take any other action relative thereto.

(Select Board  
Required)

(Majority Vote

**Motion made by Select Board Member Edward “Ned” Chatelain: I move to approve Article Number 15 as printed in the warrant.**

**ACTION: Adopted. Voter Cards.**

8:17pm

**LOCAL ELECTION DEADLINES**

**ARTICLE NO. 16:** To see if the Town will vote, in accordance with MGL Ch. 41 Sec. 110A, to authorize the Town Clerk’s office to remain closed on all Saturdays and to treat Saturdays as a legal holiday for purposes of calculating the time frame for filing matters in that office.

Or take any other action relative thereto.

(Select Board  
Required)

(Majority Vote

**Motion made by Select Board Member Kari Hoffmann: I move to approve Article Number 16 as printed in the warrant.**

**ACTION: Adopted. Voter Cards.**

**Motion made by Select Board Chair David Whitney: I move to dissolve the 2022 Special Town Meeting.**

**ACTION: Adopted Unanimously. Voter Cards.**

The November 14<sup>th</sup>, 2022 Special Town Meeting was dissolved at 10:58pm.

A True Copy Attest:

Colette M. Williams, MMC/CMMC  
Town Clerk  
Brewster, MA

Report of the  
**Annual Town Election**  
**May 24<sup>th</sup>, 2022**

In accordance with the Warrant, the inhabitants of Brewster, qualified to vote in the Annual Town Election met at the Brewster Baptist Church Fellowship Hall, Tuesday, May 24<sup>th</sup>, 2022.

The polls were declared open at 7:00 a.m.

The elections workers duly sworn-in were; Charles Winn; Deputy Warden, Joan Scheffer and Glenda Normand, Precinct One Clerks, June Cameron, Precinct Two Clerk, Anne LeMaitre, Precinct Three Clerk. The Checkers and counters were; Nancy Burdych, Anne Best, Beth Finch, Robert Gaughran, Debbie Gengris, Robert Harris, Rheanna Hastings, Peter Johnson, Ellie Johnson, Sandra Johnson, Adam Lange, Julie Menges, Mary Jo Nabywaniec, Stephen Najarian, Marjorie Oliver, Peter Scheffer, Pat Stanley, Elizabeth Taylor, Luanne Tribastone, Steven Tribastone, Nancy Whitehurst and Jayanne Monger, Assistant Town Clerk. Board of Registrar Ted Nabywaniec was present at the Town Hall for the absentee ballot returns.

The polls were closed at 8:00 p.m. with the following results:

	Totals:	
Precinct 1 Total Votes:	311	
Precinct 2 Total Votes:	308	
Precinct 3 Total Votes:	223	
	<b>842</b>	
<b>Registered voters:</b>	<b>8472</b>	<b>9.9% voter participation.</b>

	<u>Prec. 1</u>	<u>Prec. 2</u>	<u>Prec. 3</u>	<u>Total</u>
<b><u>Board of Selectmen(2)</u></b>				<i>For Three Years</i>
Cynthia A. Bingham	281	285	193	759
David C. Whitney	264	260	188	712
Carol Marie Anderson	25	33	22	80
Blanks	50	34	36	120
Write-In	2	4	7	13
<b><u>Total</u></b>	<b><u>622</u></b>	<b><u>616</u></b>	<b><u>446</u></b>	<b><u>1684</u></b>

<b><u>Board of Health(2)</u></b>				<i>For Three Years</i>
Penny H. Holeman	256	254	166	676
David C. Bennett	227	239	153	619
Blanks	137	123	126	386
Write-In	2	0	1	3
<b><u>Total</u></b>	<b><u>622</u></b>	<b><u>616</u></b>	<b><u>446</u></b>	<b><u>1684</u></b>

<b><u>Brewster School Committee(2)</u></b>				<i>For Three Years</i>
Katie Miller Jacobus	255	260	169	684
Carol Brink Jelinek	219	231	148	598
Blanks	147	124	126	397
Write-In	1	1	3	5
<b><u>Total</u></b>	<b><u>622</u></b>	<b><u>616</u></b>	<b><u>446</u></b>	<b><u>1684</u></b>

<b><u>Moderator</u></b>				<i>For One Year</i>
Charles L. Sumner	279	269	187	735
Blanks	29	38	31	98
Write-in	3	1	5	9
<b><u>Total</u></b>	<b><u>311</u></b>	<b><u>308</u></b>	<b><u>223</u></b>	<b><u>842</u></b>

<b><u>Constable</u></b>				<i>For One Year</i>
Roland W. Bassett, Jr.	261	261	182	704
Blanks	50	46	41	137
Write-In	0	1	0	1
<b><u>Total</u></b>	<b><u>311</u></b>	<b><u>308</u></b>	<b><u>223</u></b>	<b><u>842</u></b>

<b><u>Recreation Commission(2)</u></b>				<i>For Three Years</i>
Allen J. Ryone	257	257	167	681

Marie K. Enochty	231	235	163	629
Blanks	131	124	116	371
Write-in	3	0	0	3
<b><u>Total</u></b>	<b><u>622</u></b>	<b><u>616</u></b>	<b><u>446</u></b>	<b><u>1684</u></b>

**Planning Board(2)**

*For Five Years*

Robert M. Michaels	232	244	150	626
Alexander W. Wentworth	250	247	149	646
Blanks	140	125	144	409
Write-In	0	0	3	3
<b><u>Total</u></b>	<b><u>622</u></b>	<b><u>616</u></b>	<b><u>446</u></b>	<b><u>1684</u></b>

**Planning Board**

*Unexpired Three Year Term*

Antone Joseph Freitas	255	251	164	670
Blanks	54	57	59	170
Write-In	2	0	0	2
<b><u>Total</u></b>	<b><u>311</u></b>	<b><u>308</u></b>	<b><u>223</u></b>	<b><u>842</u></b>

**Nauset Reg'l School District Committee (2)**

*For Three Years*

Richard Charles Draper	238	244	159	641
Cathryn B. Lonsdale	246	244	157	647
Blanks	136	127	126	389
Write-In	2	1	4	7
<b><u>Total</u></b>	<b><u>622</u></b>	<b><u>616</u></b>	<b><u>446</u></b>	<b><u>1684</u></b>

**Housing Authority**

*For Five Years*

Christine Boucher	257	255	170	682
Blanks	52	52	53	157
Write-In	2	1	0	3
<b><u>Total</u></b>	<b><u>311</u></b>	<b><u>308</u></b>	<b><u>223</u></b>	<b><u>842</u></b>

**Question 1**

**Non-Binding Public Advisory Question**

Calling upon Holtec Pilgrim, LLC, owner of the closed Pilgrim Nuclear Power Station and Holtec Decommissioning International, LLC, to immediately withdraw any plans to discharge any radioactive water into Cape Cod Bay.

WHEREAS, Cape Cod Bay is a federal and state protected area and habitat for the endangered Right Whale; and



WHEREAS, Cape Cod Bay provides a vital livelihood for fishermen and the tourist industry; and

WHEREAS, The National Academies of Science has determined there is no safe dose of ionizing radiation,

WHEREAS, One radioactive element in Holtec Pilgrim water is Tritium, which concentrates up the food hand from sediment to sea grasses to the fish we eat; and

WHEREAS, Holtec Pilgrim can discharge radioactive water anytime without approval of the Nuclear Regulatory Commission (NRC); and

WHEREAS, The Attorney General of New Mexico has filed a lawsuit against the NRC for unlawful proceedings and illegal activities involving Holtec; and

WHEREAS, The Commonwealth has the authority to stop the dumping;

Therefore, shall the people of the Town of Brewster direct the local government to communicate with Governor Charlie Baker, Attorney General Maura Healey, and the State Legislature to employ all means available to ensure that Holtec commits to immediately withdraw any plans to dump any radioactive water into Cape Cod Bay?

Yes	268	278	185	731
No	14	4	8	26
Blanks	29	26	30	85
<b><u>Total</u></b>	<b><u>311</u></b>	<b><u>308</u></b>	<b><u>223</u></b>	<b><u>842</u></b>

A True Copy Attest;

Colette M. Williams, MMC/CMMC  
Town Clerk  
Brewster, MA

Report of the  
**State Primary**  
**September 6<sup>th</sup>, 2022**

In accordance with the warrant, the inhabitants of Brewster, qualified to vote in the **State Primary** met at the Brewster Baptist Church, 1848 Main Street, Brewster, on **Tuesday, September 6<sup>th</sup>, 2022**.

Due to the recently enacted legislation, Chapter 92 of the Acts of 2022, allowing for a mail in early voting option, 2462 Brewster voters chose this option, of which 1767 were returned by mail. In-Person early voting dates were August 27<sup>th</sup>, 2022 through September 2<sup>nd</sup>, 2022, a total of 103 chose to vote during the in-person early voting period.

The elections workers, duly sworn were; Charles Winn, Warden; Precinct Clerks; June Cameron, Anne LeMaitre, Glenda Normand, Joan Scheffer, and Sharon Ryone; the Checkers were as follows; David Briggs, Nancy Burdych, James Eddy, Mary Eddy, Lauren Elliott-Grunes, Elizabeth Finch, Steven Frissora, Robert Gaughran, Deborah Gengris, Rheanna Hastings, James Holland, Joanne Hughes, Eleanor Johnson, Peter Johnson, Adam Lange, Cynthia Mathison, Julie Menges, Paula Miller, MaryJo Nabywaniec, Stephen Najarian, Marjorie Oliver, Marsha Otto, Christine Rossiter, Peter Scheffer, Patricia Stanley, Elizabeth Taylor, and Karen Whitney and Jayanne Monger, Asst. Town Clerk. Board of Registrars; Sally Andreola, Thaddeus Nabywaniec and Nancy Whitehurst.

The polls were declared open at 7:00 am. The polls were closed at 8:00 pm with the following results:

3007 of 8560 voter turnout = 35%

**Democrat**

<b><u>Governor</u></b>	<b><u>Prec 1</u></b>	<b><u>Prec 2</u></b>	<b><u>Prec 3</u></b>	<b><u>Total</u></b>
Sonia Rosa Chang-Diaz	64	52	57	<b>173</b>
Maura Healey	664	633	581	<b>1878</b>
Write-ins	0	0	0	<b>0</b>
Blanks	9	7	9	<b>25</b>
<b><u>Total</u></b>	<b>737</b>	<b>692</b>	<b>647</b>	<b>2076</b>

**Lieutenant Governor**

Kimberley Driscoll	305	274	301	<b>880</b>
Tami Gouveia	141	134	130	<b>405</b>
Eric P Lesser	236	241	178	<b>655</b>
Write-ins	0	0	0	<b>0</b>
Blanks	55	43	38	<b>136</b>
<b><u>Total</u></b>	<b>737</b>	<b>692</b>	<b>647</b>	<b>2076</b>

**Attorney General**

Andrea Joy Campbell	321	330	271	<b>922</b>
Shannon Erika Liss-Riordan	251	202	233	<b>686</b>
Quentin Palfrey	125	127	124	<b>376</b>
Write-ins	0	0	0	<b>0</b>
Blanks	40	33	19	<b>92</b>
<b><u>Total</u></b>	<b>737</b>	<b>692</b>	<b>647</b>	<b>2076</b>

<b><u>Secretary of State</u></b>	<b><u>Prec 1</u></b>	<b><u>Prec 2</u></b>	<b><u>Prec 3</u></b>	<b><u>Total</u></b>
William Francis Galvin	550	518	466	<b>1534</b>
Tanisha M. Sullivan	177	167	163	<b>507</b>
Write-Ins	0	0	0	<b>0</b>
Blanks	10	7	18	<b>35</b>
<b><u>Total</u></b>	<b>737</b>	<b>692</b>	<b>647</b>	<b>2076</b>

**Treasurer**

Deborah B Goldberg	645	601	557	<b>1803</b>
Write-ins	0	0	0	<b>0</b>
Blanks	92	91	90	<b>273</b>
<b><u>Total</u></b>	<b>737</b>	<b>692</b>	<b>647</b>	<b>2076</b>

**Auditor**

Christopher S Dempsey	257	258	231	<b>746</b>
Diana Dizoglio	394	355	346	<b>1095</b>
Write-ins	0	0	0	<b>0</b>
Blanks	86	79	70	<b>235</b>
<b><u>Total</u></b>	<b>737</b>	<b>692</b>	<b>647</b>	<b>2076</b>

**Representative in Congress**

Bill Keating	678	645	579	<b>1902</b>
Write-ins	1	1	1	<b>3</b>
Blanks	58	46	67	<b>171</b>
<b><u>Total</u></b>	<b>737</b>	<b>692</b>	<b>647</b>	<b>2076</b>

**Councillor**

Joseph C Ferreira	611	564	530	<b>1705</b>
Write-ins	0	0	1	<b>1</b>
Blanks	126	128	116	<b>370</b>
<b><u>Total</u></b>	<b>737</b>	<b>692</b>	<b>647</b>	<b>2076</b>

**Senator in General Court**

Julian Andre Cyr	677	639	586	<b>1902</b>
Write-ins	1	2	1	<b>4</b>
Blanks	59	51	60	<b>170</b>
<b><u>Total</u></b>	<b>737</b>	<b>692</b>	<b>647</b>	<b>2076</b>

**Representative in General Court**

Christopher Richard Flanagan	636	587	540	<b>1763</b>
Write-ins	0	0	1	<b>1</b>
Blanks	<b>101</b>	105	106	<b>312</b>
<b><u>Total</u></b>	<b>737</b>	<b>692</b>	<b>647</b>	<b>2076</b>

**District Attorney**

	<b><u>Prec 1</u></b>	<b><u>Prec 2</u></b>	<b><u>Prec 3</u></b>	<b><u>Total</u></b>
Robert Joseph Galibois	637	594	537	<b>1768</b>
Write-ins	0	0	1	<b>1</b>
Blanks	100	98	109	<b>307</b>
<b><u>Total</u></b>	<b>737</b>	<b>692</b>	<b>647</b>	<b>2076</b>

**Sheriff**

Donna D Buckley	632	588	540	<b>1760</b>
Write-ins	0	0	1	<b>1</b>
Blanks	105	104	106	<b>315</b>
<b><u>Total</u></b>	<b>737</b>	<b>692</b>	<b>647</b>	<b>2076</b>

**County Commissioner**

Ronald J Bergstrom	623	591	534	<b>1748</b>
Write-ins	0	0	1	<b>1</b>
Blanks	114	101	112	<b>327</b>
<b><u>Total</u></b>	<b>737</b>	<b>692</b>	<b>647</b>	<b>2076</b>

**Republican**

**Governor**

Geoff Diehl	159	131	158	<b>448</b>
Chris Doughty	158	146	163	<b>467</b>
Write-ins	0	0	1	<b>1</b>
Blanks	5	3	7	<b>15</b>
<b><u>Total</u></b>	<b>322</b>	<b>280</b>	<b>329</b>	<b>931</b>

**Lieutenant Governor**

Leah V Allen	129	109	159	<b>397</b>
Kate Campanale	158	145	139	<b>442</b>
Write-ins	0	0	1	<b>1</b>
Blanks	35	26	30	<b>91</b>
<b><u>Total</u></b>	<b>322</b>	<b>280</b>	<b>329</b>	<b>931</b>

**Attorney General**

James R McMahon, III	256	228	274	<b>758</b>
Write-ins	0	2	1	<b>3</b>
Blanks	66	50	54	<b>170</b>
<b><u>Total</u></b>	<b>322</b>	<b>280</b>	<b>329</b>	<b>931</b>

**Secretary of State**

Rayla Campbell	244	218	266	<b>728</b>
Write-Ins	0	62	1	<b>63</b>
Blanks	78	0	62	<b>140</b>
<b><u>Total</u></b>	<b>322</b>	<b>280</b>	<b>329</b>	<b>931</b>

**Treasurer**

	<b><u>Prec 1</u></b>	<b><u>Prec 2</u></b>	<b><u>Prec 3</u></b>	<b><u>Total</u></b>
Write-ins	2	5	4	<b>11</b>
Blanks	320	275	325	<b>920</b>
<b><u>Total</u></b>	<b>322</b>	<b>280</b>	<b>329</b>	<b>931</b>

**Auditor**

Anthony Amore	247	211	259	<b>717</b>
Write-ins	1	0	1	<b>2</b>
Blanks	74	69	69	<b>212</b>
<b><u>Total</u></b>	<b>322</b>	<b>280</b>	<b>329</b>	<b>931</b>

**Representative in Congress**

Jesse G Brown	146	121	144	<b>411</b>
Dan Sullivan	132	125	144	<b>401</b>
Write-ins	0	0	1	<b>1</b>
Blanks	44	34	40	<b>118</b>
<b><u>Total</u></b>	<b>322</b>	<b>280</b>	<b>329</b>	<b>931</b>

**Councillor**

Write-ins	2	5	3	<b>10</b>
Blanks	320	275	326	<b>921</b>
<b><u>Total</u></b>	<b>322</b>	<b>280</b>	<b>329</b>	<b>931</b>

**Senator in General Court**

Daralyn Andrea Heywood	92	88	104	<b>284</b>
Christopher Robert Lauzon	190	153	181	<b>524</b>
Write-ins	0	0	1	<b>1</b>
Blanks	40	39	43	<b>122</b>
<b><u>Total</u></b>	<b>322</b>	<b>280</b>	<b>329</b>	<b>931</b>

**Representative in General Court**

Tracy A Post	253	218	268	<b>739</b>
Write-ins	1	0	1	<b>2</b>
Blanks	68	62	60	<b>190</b>
<b><u>Total</u></b>	<b>322</b>	<b>280</b>	<b>329</b>	<b>931</b>

**District Attorney**

Melissa R Alden	54	50	48	<b>152</b>
John F Carey	68	71	78	<b>217</b>
Daniel Higgins	175	142	178	<b>495</b>
Write-ins	1	0	1	<b>2</b>
Blanks	24	17	24	<b>65</b>
<b><u>Total</u></b>	<b>322</b>	<b>280</b>	<b>329</b>	<b>931</b>

**Sheriff**

	<b><u>Prec 1</u></b>	<b><u>Prec 2</u></b>	<b><u>Prec 3</u></b>	<b><u>Total</u></b>
Timothy R Whelan	294	251	299	<b>844</b>
Write-ins	1	0	2	<b>3</b>
Blanks	27	29	28	<b>84</b>
<b><u>Total</u></b>	<b>322</b>	<b>280</b>	<b>329</b>	<b>931</b>

**County Commissioner**

Ronald R Beaty, Jr	217	199	256	<b>672</b>
Write-ins	4	3	2	<b>9</b>
Blanks	101	78	71	<b>250</b>
<b><u>Total</u></b>	<b>322</b>	<b>280</b>	<b>329</b>	<b>931</b>

A True Copy Attest:

Colette M. Williams  
MMC/CMMC  
Town Clerk  
Brewster, MA

Report of the  
**State Election** of  
**November 8<sup>th</sup>, 2022**

In accordance with the warrant, the inhabitants of Brewster, qualified to vote in the **State Election** met at the Brewster Baptist Church, Fellowship Hall, 1848 Main Street, Brewster, on **Tuesday, November 8<sup>th</sup>, 2022**.

Due to the recently enacted legislation, Chapter 92 of the Acts of 2022, allowing for a mail in early voting option, 3346 Brewster voters chose this option, of which 2922 were returned by mail. In-Person early voting dates were October 22<sup>nd</sup>, 2022 through November 4<sup>th</sup>, 2022, a total of 501 chose to vote during the in-person early voting period.

The elections workers, duly sworn were; Charles Winn, Warden; Precinct Clerks; June Cameron, Lauren Elliott-Grunes, Glenda Normand, Joan Scheffer, and Sharon Ryone; the Checkers were as follows; Cheryl Avery, Anne Best, David Briggs, Nancy Burdych, James Eddy, Mary Eddy, Elizabeth Finch, Steven Frissora, Deborah Gengras, Robert Harris, Rheanna Hastings, Penny Holeman, Jim Holland, Joanne Hughes, Eleanor Johnson, Peter Johnson, Judy Lagregren, Adam Lange, Anne LeMaitre, John Martens, Cynthia Mathison, Julie Menges, Paula Miller, Mary Jo Nabywaniec, Stephen Narjarian, Tyra Nichols, Marjorie Oliver, Marcia Otto, Peter Scheffer, Elizabeth Taylor, Chris Patterson, Karen Whitney, Jayanne Monger, Asst. Town Clerk. Board of Registrars; Sally Andreola, Thaddeus Nabywaniec and Nancy Whitehurst.

The polls were declared open at 7:00 am. The polls were closed at 8:00 pm with the following results:

5996 of 8663 voter turnout = 65%

<b><u>Governor and Lt. Governor</u></b>	<b><u>Prec 1</u></b>	<b><u>Prec 2</u></b>	<b><u>Prec 3</u></b>	<b><u>Total</u></b>
Diehl and Allen	730	577	680	<b>1987</b>
Healey and Driscoll	1362	1281	1237	<b>3880</b>
Reed and Everett	35	26	21	<b>82</b>
Write-ins	0	1	0	<b>1</b>
Blanks	13	17	16	<b>46</b>
<b><u>Total</u></b>	<b>2140</b>	<b>1902</b>	<b>1954</b>	<b>5996</b>

<b><u>Attorney General</u></b>				
Andrea Joy Campbell	1321	1221	1181	<b>3723</b>
James R. McMahon, III	794	644	742	<b>2180</b>
Write-ins	0	0	0	<b>0</b>
Blanks	25	37	31	<b>93</b>
<b><u>Total</u></b>	<b>2140</b>	<b>1902</b>	<b>1954</b>	<b>5996</b>



<b><u>Secretary of State</u></b>	<b><u>Prec 1</u></b>	<b><u>Prec 2</u></b>	<b><u>Prec 3</u></b>	<b><u>Total</u></b>
William Francis Galvin	1454	1355	1302	<b>4111</b>
Rayla Campbell	622	496	570	<b>1688</b>
Juan Sanchez	38	35	59	<b>132</b>
Write-Ins	0	0	0	<b>0</b>
Blanks	26	16	23	<b>65</b>
<b><u>Total</u></b>	<b>2140</b>	<b>1902</b>	<b>1954</b>	<b>5996</b>

<b><u>Treasurer</u></b>	<b><u>Prec. 1</u></b>	<b><u>Prec. 2</u></b>	<b><u>Prec. 3</u></b>	<b><u>Total</u></b>
Deborah B Goldberg	1490	1379	1339	<b>4208</b>
Christina Crawford	444	358	417	<b>1219</b>
Write-Ins	9	5	9	<b>23</b>
Blanks	197	160	189	<b>546</b>
<b><u>Total</u></b>	<b>2140</b>	<b>1902</b>	<b>1954</b>	<b>5996</b>

<b><u>Auditor</u></b>				
Anthony Amore	747	630	712	<b>2089</b>
Diana Dizoglio	1168	1104	1030	<b>3302</b>
Gloria A. Cabellero-Roca	38	34	54	<b>126</b>
Dominic Giannone, III	30	15	19	<b>64</b>
Daniel Riek	68	49	55	<b>172</b>
Write-ins	0	0	0	<b>0</b>
Blanks	89	70	84	<b>243</b>
<b><u>Total</u></b>	<b>2140</b>	<b>1902</b>	<b>1954</b>	<b>5996</b>

<b><u>Representative in Congress</u></b>				
Bill Keating	1405	1312	1284	<b>4001</b>
Jess G. Brown	699	559	634	<b>1892</b>
Write-ins	1	0	0	<b>1</b>
Blanks	35	31	36	<b>102</b>
<b><u>Total</u></b>	<b>2140</b>	<b>1902</b>	<b>1954</b>	<b>5996</b>

<b><u>Councillor</u></b>				
Joseph C Ferreira	1533	1431	1397	<b>4361</b>
Write-ins	22	13	19	<b>54</b>
Blanks	585	458	538	<b>1581</b>
<b><u>Total</u></b>	<b>2140</b>	<b>1902</b>	<b>1954</b>	<b>5996</b>

<b><u>Senator in General Court</u></b>	<b><u>Prec 1</u></b>	<b><u>Prec 2</u></b>	<b><u>Prec 3</u></b>	<b><u>Total</u></b>
Julian Andre Cyr	1377	1286	1267	<b>3930</b>
Christopher Robert Lauzon	719	580	660	<b>1959</b>
Write-ins	1	1	1	<b>3</b>
Blanks	43	35	26	<b>104</b>
<b><u>Total</u></b>	<b>2140</b>	<b>1902</b>	<b>1954</b>	<b>5996</b>

**Representative in General Court**

Christopher Richard Flanagan	1268	1168	1154	<b>3590</b>
Tracy A. Post	790	657	732	<b>2179</b>
Abraham Kasparian, Jr.	34	24	29	<b>87</b>
Write-ins	0	0	0	<b>0</b>
Blanks	48	53	39	<b>140</b>
<b><u>Total</u></b>	<b>2140</b>	<b>1902</b>	<b>1954</b>	<b>5996</b>

**District Attorney**

	<b><u>Prec 1</u></b>	<b><u>Prec 2</u></b>	<b><u>Prec 3</u></b>	<b><u>Total</u></b>
Robert Joseph Galibois	1281	1182	1130	<b>3593</b>
Daniel Higgins	812	669	773	<b>2254</b>
Write-ins	0	0	0	<b>0</b>
Blanks	47	51	51	<b>149</b>
<b><u>Total</u></b>	<b>2140</b>	<b>1902</b>	<b>1954</b>	<b>5996</b>

**Sheriff**

Donna D. Buckley	1058	1005	988	<b>3051</b>
Timothy R. Whelan	1056	868	952	<b>2876</b>
Write-ins	1	0	1	<b>2</b>
Blanks	25	29	13	<b>67</b>
<b><u>Total</u></b>	<b>2140</b>	<b>1902</b>	<b>1954</b>	<b>5996</b>

**County Commissioner**

Ronald J Bergstrom	1405	1310	1257	<b>3972</b>
Ronald R. Beaty, Jr.	661	538	646	<b>1845</b>
Write-ins	2	0	1	<b>3</b>
Blanks	72	54	50	<b>176</b>
<b><u>Total</u></b>	<b>2140</b>	<b>1902</b>	<b>1954</b>	<b>5996</b>

<b><u>Assembly of Delegates</u></b>	<b><u>Prec 1</u></b>	<b><u>Prec 2</u></b>	<b><u>Prec 3</u></b>	<b><u>Total</u></b>
Mary W. Chaffee	1600	1448	1507	<b>4555</b>
Write-ins	14	18	19	<b>51</b>
Blanks	526	436	428	<b>1390</b>
	<b><u>Total</u></b>	<b>2140</b>	<b>1902</b>	<b>1954</b>

**Question 1**

Do you approve of the adoption of an amendment to the constitution summarized below, which was approved by the General Court in joint sessions of the two houses on June 12, 2019 (yeas 147 – nays 48); and again on June 9, 2021 (yeas 159 – nays 41)?

**SUMMARY**

This proposed constitutional amendment would establish an additional 4% state income tax on that portion of annual taxable income in excess of \$1 million. This income level would be adjusted annually, by the same method used for federal income-tax brackets, to reflect increases in the cost of living. Revenues from this tax would be used, subject to appropriation by the state Legislature, for public education, public colleges and universities; and for the repair and maintenance of roads, bridges, and public transportation. The proposed amendment would apply to tax years beginning on or after January 1, 2023.

Yes	1098	1028	988	<b>3114</b>
No	990	821	923	<b>2734</b>
Blanks	52	53	43	<b>148</b>
	<b><u>Total</u></b>	<b>2140</b>	<b>1902</b>	<b>1954</b>

**Question 2**

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 3, 2022?

**SUMMARY**

This proposed law would direct the Commissioner of the Massachusetts Division of Insurance to approve or disapprove the rates of dental benefit plans and would require that a dental insurance carrier meet an annual aggregate medical loss ratio for its covered dental benefit plans of 83 percent. The medical loss ratio would measure the amount of premium dollars a dental insurance carrier spends on its members' dental expenses and quality improvements, as opposed to administrative expenses. If a carrier's annual aggregate medical loss ratio is less than 83 percent, the carrier would be required to refund the excess premiums to its covered individuals and groups. The proposed law would allow the Commissioner to waive or adjust the refunds only if it is determined that issuing refunds would result in financial impairment for the carrier.

The proposed law would apply to dental benefit plans regardless of whether they are issued directly by a carrier, through the connector, or through an intermediary. The

proposed law would not apply to dental benefit plans issued, delivered, or renewed to a self-insured group or where the carrier is acting as a third-party administrator.

The proposed law would require the carriers offering dental benefit plans to submit information about their current and projected medical loss ratio, administrative expenses, and other financial information to the Commissioner. Each carrier would be required to submit an annual comprehensive financial statement to the Division of Insurance, itemized by market group size and line of business. A carrier that also provides administrative services to one or more self-insured groups would also be required to file an appendix to their annual financial statement with information about its self-insured business. The proposed law would impose a late penalty on a carrier that does not file its annual report on or before April 1.

The Division would be required to make the submitted data public, to issue an annual summary to certain legislative committees, and to exchange the data with the Health Policy Commission. The Commissioner would be required to adopt standards requiring the registration of persons or entities not otherwise licensed or registered by the Commissioner and criteria for the standardized reporting and uniform allocation methodologies among carriers.

The proposed law would allow the Commissioner to approve dental benefit policies for the purpose of being offered to individuals or groups. The Commissioner would be required to adopt regulations to determine eligibility criteria.

The proposed law would require carriers to file group product base rates and any changes to group rating factors that are to be effective on January 1 of each year on or before July 1 of the preceding year. The Commissioner would be required to disapprove any proposed changes to base rates that are excessive, inadequate, or unreasonable in relation to the benefits charged. The Commissioner would also be required to disapprove any change to group rating factors that is discriminatory or not actuarially sound.

The proposed law sets forth criteria that, if met, would require the Commissioner to presumptively disapprove a carrier's rate, including if the aggregate medical loss ratio for all dental benefit plans offered by a carrier is less than 83 percent.

The proposed law would establish procedures to be followed if a proposed rate is presumptively disapproved or if the Commissioner disapproves a rate.

The proposed law would require the Division to hold a hearing if a carrier reports a risk-based capital ratio on a combined entity basis that exceeds 700 percent in its annual report.

The proposed law would require the Commissioner to promulgate regulations consistent with its provisions by October 1, 2023. The proposed law would apply to all dental benefit plans issued, made effective, delivered, or renewed on or after January 1, 2024.

Yes	1476	1351	1336	<b>4163</b>
No	591	482	566	<b>1639</b>
Blanks	73	69	52	<b>194</b>
	<b><u>Total</u></b>	<b>2140</b>	<b>1902</b>	<b>1954</b>
			<b>1954</b>	<b>5996</b>

**Question 3**

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 3, 2022?

**SUMMARY**

This proposed law would increase the statewide limits on the combined number of licenses for the sale of alcoholic beverages for off-premises consumption (including licenses for “all alcoholic beverages” and for “wines and malt beverages”) that any one retailer could own or control: from 9 to 12 licenses in 2023; to 15 licenses in 2027; and to 18 licenses in 2031.

Beginning in 2023, the proposed law would set a maximum number of “all alcoholic beverages” licenses that any one retailer could own or control at 7 licenses unless a retailer currently holds more than 7 such licenses.

The proposed law would require retailers to conduct the sale of alcoholic beverages for off-premises consumption through face-to-face transactions and would prohibit automated or self-checkout sales of alcoholic beverages by such retailers.

The proposed law would alter the calculation of the fine that the Alcoholic Beverages Control Commission may accept in lieu of suspending any license issued under the State Liquor Control Act. The proposed law would modify the formula for calculating such fee from being based on the gross profits on the sale of alcoholic beverages to being based on the gross profits on all retail sales.

The proposed law would also add out-of-state motor vehicle licenses to the list of the forms of identification that any holder of a license issued under the State Liquor Control Act, or their agent or employee, may choose to reasonably rely on for proof of a person's identity and age.

Yes	845	728	707	<b>2280</b>
No	1191	1072	1169	<b>3432</b>
Blanks	104	102	78	<b>284</b>
	<b><u>Total</u></b>	<b>2140</b>	<b>1902</b>	<b>1954</b>
			<b>1954</b>	<b>5996</b>

**Question 4**

Do you approve of a law summarized below, which was approved by the House of Representatives and the Senate on May 26, 2022?

**SUMMARY**

This law allows Massachusetts residents who cannot provide proof of lawful presence in the United States to obtain a standard driver's license or learner's permit if they meet all the other qualifications for a standard license or learner's permit, including a road test and insurance, and provide proof of their identity, date of birth, and residency. The law provides that, when processing an application for such a license or learner's permit or motor vehicle registration, the registrar of motor vehicles may not ask about or create a record of the citizenship or immigration status of the applicant, except as otherwise

required by law. This law does not allow people who cannot provide proof of lawful presence in the United States to obtain a REAL ID.

To prove identity and date of birth, the law requires an applicant to present at least two documents, one from each of the following categories: (1) a valid unexpired foreign passport or a valid unexpired Consular Identification document; and (2) a valid unexpired driver's license from any United States state or territory, an original or certified copy of a birth certificate, a valid unexpired foreign national identification card, a valid unexpired foreign driver's license, or a marriage certificate or divorce decree issued by any state or territory of the United States. One of the documents presented by an applicant must include a photograph and one must include a date of birth. Any documents not in English must be accompanied by a certified translation. The registrar may review any documents issued by another country to determine whether they may be used as proof of identity or date of birth.

The law requires that applicants for a driver's license or learner's permit shall attest, under the pains and penalties of perjury, that their license has not been suspended or revoked in any other state, country, or jurisdiction.

The law specifies that information provided by or relating to any applicant or licenseholder will not be a public record and shall not be disclosed, except as required by federal law or as authorized by Attorney General regulations, and except for purposes of motor vehicle insurance.

The law directs the registrar of motor vehicles to make regulations regarding the documents required of United States citizens and others who provide proof of lawful presence with their license application.

The law also requires the registrar and the Secretary of the Commonwealth to establish procedures and regulations to ensure that an applicant for a standard driver's license or learner's permit who does not provide proof of lawful presence will not be automatically registered to vote.

The law takes effect on July 1, 2023.

Yes	1111	1044	1009	<b>3164</b>
No	971	803	901	<b>2675</b>
Blanks	58	55	44	<b>157</b>
	<b><u>Total</u></b>	<b>2140</b>	<b>1902</b>	<b>1954</b>
			<b>1954</b>	<b>5996</b>

A True Copy Attest:

Colette M. Williams  
MMC/CMMC  
Town Clerk  
Brewster, MA



# **IMPORTANT INFORMATION**

## BREWSTER TOWN OFFICES TELEPHONE DIRECTORY

**2198 Main Street Telephone: (508) 896-3701 Fax: (508) 896-8089**

DEPARTMENT	EMPLOYEE	EXTENSION
ACCOUNTING	Mimi Bernardo	1138
	Nicholas Cantella	1247
	General Mailbox	1147
ASSESSING	James Gallagher	1123
	Sara Acheson	1237
	General Mailbox	1137
BUILDING	Davis Walters	1162
	Historic District	Erika Glidden
		Vacant
		General Mailbox
	Inspector-Gas & Plumbing	Scott Vanryswood (W & F 8:30am - 9:30am)
	Inspector- Wiring	Rollie Bassett (M & Th 10a - 11a)
HEALTH	Amy Von Hone	1121
	Sherrie McCullough	1140
	Tammi Mason	1220
	General Mailbox	1120
HOUSING	Jill Scalise	1169
HUMAN RESOURCES	Susan Broderick	1170
	Daniel Beltran	1171
INFORMATION TECHNOLOGY	Kathleen Lambert	1131
MAINTENANCE	Tom Thatcher	1118
	Sea Camps Property Manager	Ed Barber
	Custodian	David Ruiz
TOWN ADMIN / SELECT BOARD	Select Board	1100
	Town Manager	Peter Lombardi
	Asst. Town Manager	Donna Kalinick
		Erika Mawn
		Conor Kenny
TOWN CLERK/ REGISTRAR	Colette Williams (Notary)	1142
	(508) 896-4506	Jayanne Monger
		General Mailbox
PLANNING/ ZBA	Jonathon Idman	1150
	Planning Board	Lynn St. Cyr
	Zoning Board of Appeals	Ellen Murphy
		General Mailbox
TREASURER/ COLLECTOR	Lisa Vitale	1117
	Carrie Guiliano	1115
	Barbara Mahoney	1212
	Payroll/Benefits	Sarah Piebes
		General Mailbox
CHANNEL 18	JP Ludwig / Suzanne Bryan	1200
PERMIT OFFICE	*seasonal*	1155
VISITOR's INFO CENTER	Back Door of Town Hall	(508) 896-4528
	Chamber of Commerce	(508)896-3500



<b>NAT RESOURCES/CONSERVATION</b>	<b>1657 Main Street</b>	<b>(508) 896-4546</b>
	Chris Miller	4244
Shellfish/Harbormaster	Ryan Burch	4247
Trails/ Open Space	David Johnson	4248
Conservation	Bill Grafton	4242
Department Assistant	Andreana Sideris	4243
<b>COUNCIL ON AGING</b>	<b>1673 Main Street</b>	<b>(508) 896-2737</b>
(508) 896-7587 (Fax)	Elton Cutler	
	Lauren Zeller / Lauren Williams	
<b>DEPARTMENT OF PUBLIC WORKS</b>	<b>201 Run Hill Road</b>	<b>(508) 896-3212</b>
(508) 896-4540 (Fax)	Griffin Ryder	
Foreman	James Jones	
Administrative Supervisor/Dept. Assistant	Emily Sumner	
Master Mechanic	Mike Richards	
Transfer Station		(508) 896-4541
Information Line		(508) 896-9665
Swap Shop		(508) 896-4523
<b>FIRE DEPARTMENT</b>	<b>1671 Main Street</b>	<b>(508) 896-7018</b>
(508) 896-4245 (Fax)	Chief Robert Moran	3104
	Deputy Chief Kevin Varley	3105
	Amy Handel	3101
<b>POLICE DEPARTMENT</b>	<b>631 Harwich Road</b>	<b>(508) 896-7011</b>
(508) 896-4525 (Fax)	Chief Heath Eldredge	2101
	Lieutenant Jon O'Leary	2103
	Lieutenant Charles Mawn	2102
	Jill Doane	2110
	Dispatch	2100
<b>GOLF DEPARTMENT</b>	<b>1000 Freemans Way</b>	<b>(508) 896-9479</b>
Captains Golf Course	Jay Packett- X101	(508) 896-1716
Senior Department Asst.	Jonathan Mohan- X 103	(508) 896-1716
Assistant Operations	Keith Gagnon / Patrick Fannon	(508) 896-2115
Maintance	Colin Walsh	(508) 896-9408
Maintance	Rob Campbell	(508) 896-9478
<b>RECREATION</b>	<b>2298 Main Street / Eddy Elementary</b>	<b>(508) 896-9430</b>
	Mike Gradone	
	Andy Havens	
<b>WATER</b>	<b>165 Commerce Park Drive</b>	<b>(508) 896-5454</b>
(508) 896-4517 (Fax)	Paul Anderson	(508) 896-4547
	Sherry Theuret / Amy Taber	
Assistant Water Superintendent	Alex Provos	
Foreman	Seth Ritchie	
Distribution		
<b>LIBRARY</b>	<b>1822 Main Street</b>	<b>(508) 896-3913</b>
(508) 896-9372 (Fax)	Brittany Taylor	
<b>VARIOUS OFFICES</b>	<b>NAME / LOCATION</b>	<b>CONTACT</b>
Housing Authority	Kimberly Conn	(508) 896-9800
Animal Rescue League	3981 Route 6A	(508) 255-1030
Stony Brook Elementary	384 Underpass Road	(508) 896-4545
Eddy Elementary	2298 Route 6A	(508) 896-4531
Nauset Administration	78 Eldredge Parkway (Orleans)	(508) 255-8800
Brewster Historical Sociey	739 Lower Road	(508) 896-9521
C.C. Museum of Natural History	869 Route 6A	(508) 896-3867
Crosby Mansion	Richard Archer- 163 Crosby Lane	(508) 896-1744
Brewster Post Office	260 Underpass Road	(508) 896-8377
Brewster Cemetery Association	Private - Lower Road	(508) 896-7212
Nickerson State Park	Eric Levy	(508) 896-3491

**Town of Brewster**  
**SELECT BOARD COMMITTEE APPOINTMENT APPLICATION**

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**APPLICANT DIRECTIONS:**

- Thank you for your interest in serving Brewster. The Town aims to match applicants with committee service best aligned to your skills and interests as well as the committee's needs.
- The Town may consider the information in this application, any supplemental information, and any other publicly available information. An appointment to any committee, board or commission is at the discretion of the Select Board.
- Please complete this form online, or on paper, and submit a résumé if desired to Erika Mawn, Town Administrator's Executive Assistant:
  - Email: [EMawn@Brewster-MA.gov](mailto:EMawn@Brewster-MA.gov)
  - Mail: Erika Mawn, 2198 Main St., Brewster, MA 02631, or
  - In person: Town Administrator's Office or drop-box outside Town Hall.
- After your application materials are received, you'll be contacted regarding next steps. Vacancies will be filled by applicants deemed best qualified to serve in a particular capacity, which discretion lies solely with the appointing authority. Submitting this form does not guarantee appointment.

**1. Applicant name:**

**2. Address:**

**3. Phone Numbers:** Home: \_\_\_\_\_ Cell: \_\_\_\_\_

**4. Email:**

**5. This is an application for:**

**6. Are you a full-time Brewster resident?**

**7. Years you've lived in Brewster:**  Full member status  Alternate status

**8. Are you registered to vote in Brewster?**  Yes  No

**9. Committees you are interested in serving on in order of preference:**  Yes  No

- a.
- b.
- c.

**NOTE: You may attach a résumé or CV instead of completing items 10-14.**

**10. EDUCATION.** List schools attended, degrees/diplomas/certificates received, and date of completion.

**11. OCCUPATION:** Active Retired \_\_\_\_\_ Not currently working

**12. EMPLOYMENT EXPERIENCE.** List employers, job titles and dates of employment for at least previous 3 years.

**13. GOVERNMENT POSITIONS.** List any Town of Brewster or other government volunteer, elected, or appointed positions you now hold or have held.

**14. COMMUNITY ACTIVITIES.** List all civic, non-profit, or other organizations that you belong to or have belonged to in the previous 5 years:

a. Organizations and dates:

**15. GOALS:** Please explain why you'd like to serve on a particular committee.

**16. EXPERIENCE & SKILLS:** Please list any experience, achievements, skills, or interests you have that would assist you to serve effectively on the committee you wish to serve on.

**17. TOWN EMPLOYMENT:** Are you or any member of your immediate family employed by or receiving financial consideration from the Town of Brewster?

**18. CONFLICTS OF INTEREST.** Do any of your activities or relationships present the possibility or probability of a conflict of interest if you are appointed?(Does not automatically disqualify but may need to be disclosed)

**19. LOCAL REFERENCES:** Please provide the names and contact information for references (Brewster residents preferred):

a. Name:

Address:

Phone:

Email:

Relationship to you:

b. Name:

Address:

Phone:

Email:

Relationship to you:

**ADDITIONAL INFORMATION. Please add any additional information you'd like.**

**20. SIGNATURE. By signing below, you state that you understand and agree.**

- My completion of this form does not guarantee my appointment and my application will be kept on file for two (2) years.
- If appointed to a position, I will be considered a Municipal Employee under MGL Ch. 268A and will be subject to:
  - Massachusetts Conflict of Interest Law, MGL Ch. 268A;
  - Massachusetts Financial Disclosure Law, MGL Ch. 268B;
  - Massachusetts Open Meeting Law, MGL Ch. 30A, Sections 18-25, and the implementing regulations, 940 CMR 29.00;
  - Massachusetts Public Records Law, MGL Ch. 66, and the implementing regulations, 950 CMR 32.00;
  - Massachusetts Campaign Finance Law, MGL Ch. 55; and
  - Brewster Charter, when in force, and Town bylaws, and all other applicable federal, state, and local laws or regulations.
- If appointed, I must be sworn in by the Town Clerk before serving, and I will complete State Conflict of Interest training after appointment, as well as any other certifications required by law.
- When submitted, I understand that this form becomes a public document.

Signature:

Date

# BREWSTER RECYCLING CENTER FEE SCHEDULE

RESIDENTIAL ITEM	UNIT	RATE	COMMENTS
Household Trash/Garbage			Must be in Yellow PAYT bags. Brewster Waste Only
Recycling: paper, cardboard, glass / plastic / metal cans only			No Charge with Vehicle Permit - Brewster Residents Only
<b>Bulky Waste</b>			
Bulk/Handyman Demolition Debris	Ton	\$225	\$5 Minimum - aka "Bulky Waste", "C & D", or "Demo"
Carpet < 4ft x 6ft			Include in Yellow PAYT bag
Carpet > 4ft x 6ft	Ea	\$30	Place in Bulky Waste Bin
Mattresses & Box Springs	Ea	\$45	Mattress + Box Spring = 2 Units
Sofas, Love Seats, Upholstered Chairs	Ea	\$20	
<b>Yard Clean-up Materials</b>			
			Brewster Residential Sources Only
Brush (Less than 12 inch diameter, 4 feet long, NO Stumps)			Auto load - \$10; Pickup truck or trailer load - \$15; One ton truck load - \$20
Leaves/Grass/Yard Waste (Rakeable material)			First three bags/barrels - FREE (4 bags or more in a car is \$5); Auto load - \$5; Pickup truck or trailer load - \$10; One ton truck load - \$15
Manure (Vegetarian Animals Only)			\$10.00 per load
<b>Scrap Metal</b>			
Scrap Metal	Ton	\$100	\$2 Minimum. Includes riding lawn mowers, tractors, etc.
Large Appliances	Ea	\$20	Includes white goods, refrigerators, air conditioners, dehumidifiers, and all
Small Gas Powered Yard Equipment	Ea	\$10	Includes push lawn mowers, snow blowers, etc.
Bicycles, Grills	Ea	\$5	
Empty Propane Tanks	Ea	\$1-\$5	1 lb. = \$1; more than 1 lb. = \$5
Small Appliances	Ea	\$2	Includes toasters, blenders, etc.
Small miscellaneous metal items		Free	Refer to gatekeeper. Includes empty paint or aerosol cans, hangers, etc.
<b>Electronics</b>			
Console Television Sets	Ea	\$20	All size consoles
Television Sets	Ea	\$15	All sizes
Computer monitors, Computer CPUs, Printers, Laptops, etc.	Ea	\$10	All sizes
Microwaves	Ea	\$5	
Miscellaneous Electronics Items	Ea	\$5	Includes stereo components, radios, VCR/DVD, etc.
Electronics Accessories		Free	Includes keyboards, cables, computer mice, etc.
<b>Automotive Wastes</b>			
Tires up to 17 inch	Ea	\$10	
Tires over 17 inch	Ea	\$25	
Auto Batteries	Ea	\$2	All sizes
Waste Oil and/or Oil Filters			No charge
Other			See attendant or call before coming to the facility
<b>Other Information/Fees</b>			
Non-Resident - One Day Pass	Ea	\$10	Access only, Fees apply as shown above.
Non Operational Scale	CY	\$15	Fee if scale is out of service
Use of Scale	Ea	\$15	Use of scale for non-trash issue - weight of boat for example

All decisions of gate keeper are final.

# Opening of Brewster Dog Park

The Brewster Dog Park opened on Saturday May 21, 2022. Financed through a combination of grant awards from the Stanton Foundation, Community Preservation Act funding, and contributions from the Friends of the Brewster Dog Park, the park features two separate play areas and ample parking. Thank you to our DPW team for all of their hard work to help complete this long-awaited community amenity.

