

Select Board Meeting Notice AGENDA AMENDED

BOURNE TOWN CLERK
MAY 1 '24 PM3:20

Date

Monday

May 6, 2023 **2024**

Time

6:30 P.M.

Location

Bourne High School

Library – Media Center

75 Waterhouse Road

Bourne, MA

1. Call Meeting to Order
2. Consent Agenda:
 - a. Discussion and possible vote to allow the UCT Lacrosse Team to hold a car wash on 5/11/24 at the Sagamore and Buzzards Bay Fire Stations
 - b. Appoint David Quinn to the Barnstable Co. HOME Consortium Advisory Council for a 3-year term from July 1, 2024 through June 30, 2027
3. Brief update from Town Administrator regarding 90 Adams Street re-conveyance
4. Discussion and possible vote to approve the annual letter to be posted by the Constables which lists the Precinct polling locations and the offices on the ballot for the 5/21/24 election
5. Minutes: 4/2, 4/9 and 4/16/24
6. Discuss and prepare for both the Special and Annual Town Meetings and to act on any articles as necessary
7. Correspondence
8. The Select Board will meet to participate, discuss and vote on both the Special and Annual Town Meeting Articles in the auditorium at the Bourne High School until Town Meeting's conclusion
9. Adjourn

BARNSTABLE COUNTY ASSEMBLY OF DELEGATES

In the Year Nineteen Hundred and Ninety Two

Barnstable County Ordinance 92-3

To add Section 4.7 to the Barnstable County Administrative Code to create the Barnstable County HOME Consortium Advisory Council.

Barnstable County hereby ordains:

Section 4.7

(a) Composition, Term of Office

There shall be a Barnstable County HOME Consortium Advisory Council consisting of seventeen members appointed by the County Commissioners for a term of three years. The council shall include a representative from each of the fifteen towns and two at large members. The County Commissioners will seek and consider nominations from the Board of Selectmen or Town Manager. At least two members of the council shall be minorities.

Membership in the council shall be open to individuals and those representing public and private institutions and organizations with interest in the affordable housing needs of Barnstable County. The County Commissioners shall encourage participation from organizations representing consumers, minority groups, and varied professional areas.

The Cape Cod Commission's Affordable Housing Specialist shall serve as an ex officio member.

(b) Powers, Duties, and Responsibilities

The Barnstable County HOME Consortium Advisory Council shall advise and make recommendations to the County Commissioners regarding the administration and funding of activities to be undertaken by the Barnstable County HOME Consortium. The responsibilities of the council shall include, but not be limited to the following:

- (1) Develop program description of the Barnstable County HOME Program.
- (2) Draft ordinance containing procedures for administration of Barnstable County HOME Program for County Commissioners to submit to the Assembly of Delegates.
- (3) Draft the Barnstable County HOME Consortium's Comprehensive Housing Affordability Strategy as required by the Cranston-Gonsalez National Affordable Housing Act of 1990.
- (4) Establish sub-committees to examine issues and submit reports to council.
- (5) Report regularly to, or at the request of, the County Commissioners.

The Barnstable County HOME Consortium Advisory Council shall have such responsibilities, powers, and duties as may be provided by County ordinance or this administrative code.

Adopted on April 1, 1992 by the Assembly of Delegates.

Susan V. Walker
Susan V. Walker, Speaker

Approved by the Board of County Commissioners April 8, 1992, at, 1:30 p.m.
Date Time

John W. Doane Victoria H. Lowell Richard H. May

Kathleen Thut

From: Irene Hamman <renie.hamman@capecod.gov>
Sent: Tuesday, April 9, 2024 2:24 PM
To: Marlene McCollem
Cc: lhartsgrove@townofbourne.com; David Quinn
Subject: Reappointment to the Barnstable County HOME Consortium Advisory Council
Attachments: Reappointment-D.Quinn-2024.pdf

Dear Ms. McCollem

The term of the Town of Bourne's member representative to the Barnstable County HOME Consortium Advisory Council – David Quinn – expires on June 30, 2024. Mr. Quinn expressed interest in being reappointed for another 3-year term. Thus we are respectfully requesting that this re-appointment to the Barnstable County HOME Consortium Advisory Council for a term to run July 1, 2024 through June 30, 2027 be taken under consideration. I have attached a formal reappointment request and some information on the Advisory Council.

As this is a two-step process (1. being appointed by the town and 2. then being appointed by the County Commissioners), we would ask if you could place this reappointment on the next convenient Select Board agenda so that we may have time to effectuate the re-appointment with no lapse in representation.

We thank the town for its continued support of affordable housing in the region. Please let me know if you have any questions or concerns regarding this request.

Sincerely,



Renie Hamman

**HOME - Program Manager | Human Services
Barnstable County, Regional Government of Cape Cod**

Email renie.hamman@capecod.gov | Office (508) 375-6622

3195 Main Street | P.O. Box 427 | Barnstable, MA 02630

[f](#) [i](#) [in](#) [t](#) [v](#) | www.CapeCod.gov

Please note, my email address has recently changed. Please update my contact information

This email has been scanned for spam and viruses by Proofpoint Essentials. Click [here](#) to report this email as spam.



Barnstable County

Regional Government of Cape Cod
3195 Main Street | Barnstable, Massachusetts 02630

Department of Human Services

April 9, 2024

Via email only: mmccollem@townofbourne.com

Select Board, Town of Bourne
c/o Marlene McCollem, Town Administrator
24 Perry Avenue
Buzzards Bay, MA 02532

RE: Barnstable County HOME Consortium Advisory Council

Dear Select Board:

I am writing to inform you that the term of the Town of Bourne's member representative on the Barnstable County HOME Consortium Advisory Council, currently David Quinn, expires on June 30, 2024. Mr. Quinn has expressed interest in continuing to represent Bourne on the Advisory Council for another three-year term. We very much appreciate Mr. Quinn's volunteerism and affordable housing experience and we are delighted that he has agreed to continue as a member representative on this regional housing committee. Attached for your reference is an information sheet on the Advisory Council's function.

Based on the above, we respectfully request that the Town reappoint David Quinn as Bourne's member representative to the Barnstable County HOME Consortium Advisory Council to another three-year term to run from July 1, 2024 through June 30, 2027. As the appointment is a two-step process with the Town appointment and then the County Commissioners approving the appointment, we would very much appreciate if the Town could re-appoint Mr. Quinn at the next available opportunity. This will allow us the time needed to place the appointment on a County Commissioner's agenda and have Mr. Quinn officially sworn in without any lapse in representation.

We thank the Town of Bourne for its continued support of affordable housing in the region. If you have any questions regarding this appointment or the regional HOME Program in general, please do not hesitate to contact me.

Sincerely

Renie Hamman, HOME Program Manager
508-375-6622
Renie.hamman@capecod.gov

cc: Liz Hartsgrrove, Assistant Town Administrator and David Quinn, via email



Barnstable County

Regional Government of Cape Cod
3195 Main Street | Barnstable, Massachusetts 02630

Joseph R. Pacheco
Director

Mandi Speakman
Deputy Director

Department of Human Services

Barnstable County HOME Consortium Advisory Council

The HOME Consortium Advisory Council consists of seventeen members: one representative from each town and two at-large members. Additionally, the Affordable Housing Specialist of the Cape Cod Commission is an ex officio member.

The primary tasks of the Advisory Council include the following:

1. Determines the allocation of federal HOME Investments Partnership Program funds received by the County (currently approximately \$500,000 annually) and reviews and approves project applications for funding for the development of affordable rental housing units located in Barnstable County.

Additionally, the Barnstable County HOME Consortium was awarded \$1,556,508 under the American Rescue Plan for a new HOME-ARP Program to provide housing and service needs specifically designated for a qualifying population of homeless and at-risk of homelessness. These funds will be administered through September 2030.

2. Establishes local HOME and HOME-ARP program policies as allowed by regulations.
3. Remains current on local, state, and federal housing issues and advocates for policies that will promote the creation and preservation of affordable housing in the region.
4. Acts as a liaison with their respective towns and local housing partnerships/committees and reports relevant regional, state, or federal housing policy information.
5. Participates in topical round-table discussions on regional affordable housing issues.
6. Participates in the implementation of the Barnstable County Shared Regional Housing Services pilot program

The Advisory Council has a standard monthly meeting schedule held on the third Thursday at 9:00 a.m. held virtually with all members and staff participating remotely, as allowed pursuant to Massachusetts state law.

Visit the Barnstable County Human Services Department for more information on the Programs:

[HOME Investments Partnership Program](#)

[HOME-ARP Investments Partnership Program](#)

[Shared Regional Housing Services Pilot Program](#)



HOME INSPECTION REPORT

90 Adams St
Sagamore, MA 02563

Town of Bourne
04/30/2024



Inspector
Alan Sanders

Alan Sanders

Massachusetts License #785; Connecticut License
HOI.0001374; InterNachi and ASHI Certified
Professional Inspector
508-863-7164
alan@sanderssystems.net

TABLE OF CONTENTS

1: General Information	5
2: Roofing	13
3: Exterior	20
4: Attic	36
5: Interior	44
6: Electrical System	54
7: Plumbing System	64
8: Oil Burner	70
9: Heating/Cooling - Furnace	72
10: Heat Source	78
11: Bathroom Upper Right	80
12: Bathroom Upper Left	84
13: Bathroom Lower	88
14: Utility	91
15: Basement	92
16: Miscellaneous	102

SUMMARY

These summary pages are not the entire report. The complete report may include additional information of interest or concern to you. It is strongly recommended that you promptly **read the complete report**. For information regarding the negotiability of any item in this report under the real estate purchase contract, contact your realtor/agent or an attorney.

- 🔧 1.1.1 General Information - Your Report: Please read the whole report
- ⊖ 2.1.1 Roofing - Surface: Roof - End of life
- ⊖ 2.2.1 Roofing - Penetrations/Flashings: Rusted flue
- 🔧 2.3.1 Roofing - Chimneys: Metal rain hat
- ⊖ 2.3.2 Roofing - Chimneys: Cap deteriorated
- ⚠️ 2.3.3 Roofing - Chimneys: Cracking in body
- ⊖ 2.4.1 Roofing - Drainage System: Extensions missing
- ⚠️ 3.1.1 Exterior - General: Underground Oil Storage
- ⊖ 3.3.1 Exterior - Exposed Foundation: Concrete Block vertical cracking
- ⊖ 3.6.1 Exterior - Driveways, Walkways and Patios: Walkway trip hazard
- ⊖ 3.11.1 Exterior - Wall Cladding: Paint peeling/cracked
- ⊖ 3.12.1 Exterior - Trim: Paint cracked/peeling/failing
- ⊖ 3.14.1 Exterior - Stoops/Landings/Steps/Handrails: Unfinished
- ⊖ 3.15.1 Exterior - Guardrails: Retaining wall - Pointing/Repairs
- ⊖ 4.1.1 Attic - Overview: Debris
- ⚠️ 5.1.1 Interior - General: Carpenter ants
- ⚠️ 5.1.2 Interior - General: General renewal
- ⊖ 5.5.1 Interior - Ceilings: Damaged section
- ⊖ 5.8.1 Interior - Floors: Deteriorated/renewal
- ⊖ 5.8.2 Interior - Floors: Refinishing
- ⊖ 5.10.1 Interior - Stairways/Handrails: Handrail not grippable
- 🔧 5.12.1 Interior - Doors - Interior: Adjustment
- ⊖ 6.1.1 Electrical System - External: Circular meter box
- ⊖ 6.1.2 Electrical System - External: Weather head Drip loop inadequate
- ⊖ 6.2.1 Electrical System - Distribution: Fused main disconnect
- ⊖ 6.3.1 Electrical System - Grounding/Bonding: Jump across water meter
- ⊖ 6.4.1 Electrical System - Main (Sub) Distribution Panel : Neutral/Ground separation
- ⊖ 6.4.2 Electrical System - Main (Sub) Distribution Panel : Neutral Wires
- ⊖ 6.4.3 Electrical System - Main (Sub) Distribution Panel : Overwired
- ⊖ 6.4.4 Electrical System - Main (Sub) Distribution Panel : Incorrect panel screws

- ⚠ 6.9.1 Electrical System - Comments: Electrical System - Marginal
- ⊖ 8.1.1 Oil Burner - Overview: No service history
- ⊖ 9.1.1 Heating/Cooling - Furnace - External Cooling Equipment: End of life - Winter
- ⚠ 9.4.1 Heating/Cooling - Furnace - Flue Pipe Exterior: Refractory cement inadequate
- 🔧 9.8.1 Heating/Cooling - Furnace - Filter: Dirty
- ⊖ 11.2.1 Bathroom Upper Right - Electrical: No electrical outlet
- 🔧 11.4.1 Bathroom Upper Right - Ventilation: Sanitary fan
- ⚠ 12.2.1 Bathroom Upper Left - Electrical: GFCI faulty
- ⊖ 13.2.1 Bathroom Lower - Electrical: No electrical outlet
- ⊖ 15.1.1 Basement - General: Microbial growth
- ⚠ 15.1.2 Basement - General: Suspected External Underground Oil Storage
- ⊖ 15.1.3 Basement - General: Rodent presence
- ⚠ 15.5.1 Basement - Sub Floor: Fungal growth suspected
- ⊖ 15.12.1 Basement - Moisture Penetration: Historic leak evidence
- ⊖ 15.16.1 Basement - Basement Oil Tank : Rusty

1: GENERAL INFORMATION

Information

Your Report: Overview

THERE'S A LOT OF INFORMATION HERE: It may appear to be a bit overwhelming. I suggest you check the 'Summary' tab right above this. It will just show items of concern noted during the inspection. This will help you move forward. However, I strongly recommend you circle back later and read the full report - and fairly quickly while its fresh.

INTRODUCTION: The purpose of this report is to render the inspector's professional opinion of the condition of the inspected elements on the date of inspection. This is limited time/scope home inspection performed according to the Terms and Conditions of the Inspection Agreement. The inspection was limited to the readily visible and accessible permanently installed major structural, mechanical, plumbing and electrical components of the house. This report and supporting inspection were performed according to our written agreement that limits its scope and the manner in which it may be used. The inspection does not represent a technically exhaustive evaluation and does not include any engineering, geological, design, environmental, biological, health-related or code compliance evaluations of the house or property. Furthermore, no representations are made with respect to any concealed, latent or future conditions.

PROFESSIONAL OPINION: This report is a professional opinion but not a guarantee or warranty. The inspection is intended to add to your knowledge of the building and help you understand the risks of owning it. The inspection is not intended to and cannot eliminate all the risks of purchase. I can help you assess these risks; I do not assume them for you. Warranty programs for appliance and mechanical failure and building owners insurance for unforeseen disasters are the traditional avenues available to manage the risk of property ownership.

GENERAL OVERVIEW: The inspection is a general overview. It is not technically exhaustive. Specialists in each field could provide more detailed analysis of the building systems, but at considerably more cost. This visual and limited operational inspection provides the broadest overview of the property at less cost with expedited timeliness.

TIME CONSIDERATIONS: Your home inspection must unfold with due regard to time constraints. We cannot spend unlimited time at the dwelling. It will be difficult bordering on impossible for your inspector to gain intricate knowledge of the workings of all the complex systems in a house. This is particularly so in one that is larger and/or possesses technologically advanced systems.

CONCERNS AT TIME OF INSPECTION: This report is limited to concerns present and visible at the time of the inspection. Roofs, mechanical equipment, plumbing and electrical systems will fail without warning - in essence, *the day before they failed they had not failed*.

Deficiencies can develop in buildings vacant between the inspection and closing. **A walk through before assuming ownership is your final opportunity to confirm that all systems in the building remain operable; that no new problems have developed; that any obstructed areas can now be viewed and that any requested repairs have been completed to your satisfaction.** At that time refer to your report to recall areas where the inspector's observations were limited and proactively view these locations that may now be visible.

BUILDING CODES: I do not inspect for code compliance of any type. Any references to code contained herein indicates generally accepted best practices.

REPAIRS, EVALUATIONS, and CORRECTIONS: For your protection, and that of others, all repairs, corrections, or specialist evaluations suggested or recommended herein should be performed by qualified contractors or licensed professionals. In most instances the trade most likely to do the job or likely the best people to initially contact is indicated in the report. There are instances where remediation could be attended to by a homeowner, and these may be so noted. The cost of hiring a professional would in these instances be out of all proportion to the job. Any suggested repair - irrespective of the performer of same - should comply with applicable requirements of any governing codes and sound construction practices.

REPORT BASICS: The report includes 2 tabs in each section.

- Information on various components of the home, presented to inform on or analyze conditions in the dwelling. Sometimes this is to further expand on a condition that is present but that does not warrant any current remedial action, but that may be approached in a different manner when renewal is undertaken
- Limitations that affected the ability to inspect certain items/areas.

PRESENTATION of CONCERNS:

Items that are of concern are organized into three categories:



1. **Suggestions** - Maintenance items, DIY items, or recommended upgrades will fall into this category. **They are not meant to be ignored or set aside.** These items may ultimately lead to some required action if left neglected for extended periods of time. Some of these suggestions may be more informational in nature and represent more of a future to-do list but are included as something you might use as a negotiation or seller-repair item.



2. **Concerns** - A component that is not operating as intended or is defective. **Most items typically fall into this category.** These may inevitably have an adverse impact on the value of the home or present an unreasonable risk to people or property if not addressed. These items and their recommendations require that a qualified contractor evaluate further and repair or replace. You are strongly recommended to investigate these items before closing to determine their likely effect on future costs.



3. **Major Concerns** - These items and their recommendations may be difficult or expensive to remedy and should be amongst the first items you evaluate. They may have health or safety concerns and likely require a qualified contractor evaluate further.

NOTE: These categorizations are a professional judgement and based on what was observed at the time of inspection. The recommendations made in each comment are more important than the categorization. From your personal experience you may perceive a defect belongs in a different category, and you should consider the importance you believe they hold during your purchasing decision. **The recommendation is paramount, not its categorical placement.**

TIMELINESS of REPAIRS: This is likely a time sensitive real estate transaction. Fully understanding the potential financial impact of any recommendation herein could be critical. You are strongly recommended to investigate all concerns and suggestions - whatever color - before assuming direct ownership to determine likely effect on future costs.

REPORT IS A SINGLE ENTITY: This report is meant to be a single comprehensive and wide-ranging entity and viewing snippets of same without referencing the full report with its caveats and limitations may allow erroneous conclusions.

HOUSE ORIENTATION: Location descriptions/references are provided for general guidance only and represent orientations based on a view facing the front of the house as pictured in the title page. Any references using compass bearings are only approximations. If there are any questions, obtain clarification prior to closing.

PHOTOS and VIDEOS: Your report includes many photographs and videos. Some pictures are intended as a courtesy and are added for your information. Some are to help clarify where the inspector has been, what was looked at, and the condition of the system or component at the time of the inspection. Some of the pictures may be of concerns or problem areas. These are to help you better understand what is documented in this report and may allow you to see areas or items that you typically would not see. *Not all problem areas or conditions will be supported with photos or videos, and some concerns may only have generic or representative photos.* The locator tag will help in this area.

THIRD PARTIES: The report has been prepared for the exclusive use of the named client. This report is the joint property of the Inspection company that created it and the client for whom it was prepared. We will not be responsible to any parties for the contents of the report, other than the herein named Client. Recipients other than the herein named Client are advised to not rely on the contents of this report but instead to retain the services of a qualified home inspector of their choice to provide them with an updated report.

THERMAL IMAGING: A Thermal Imaging camera *may* be used as a means of evaluating certain issues or systems. Sometimes this is simply an indicator of functionality. *The inspector carries no specialist certification in this area.*

ERRORS and OMISSIONS: This report was prepared in order to expedite delivery. If you or we discover any typing errors or other errors we will promptly correct or revise the report.

Your Report: Standards of Practice in Force

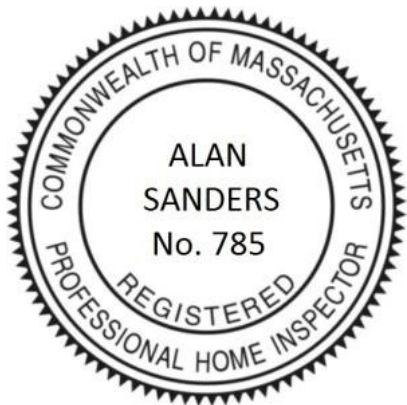
Massachusetts



Your home inspection will be performed to Massachusetts State Standards 266 CMR, including all exclusions and limitations. A copy of these standards is provided for you as an attachment to this report. It is important that you read and understand the content of these standards. All requirements and exclusions are contained in **Section 6.04: Scope of the Home Inspection.**

Note also that as individual circumstances warrant, the Standards may be exceeded to meet a specific area or item's standard of care. As a courtesy I may choose to comment on some of these items but in doing so do not mean to include any item not so commented upon.

Your Report: Licensed Massachusetts Home Inspector : Alan Sanders



We are licensed to inspect dwellings in Massachusetts. This report is tilted towards Massachusetts properties. Some elements may not be relevant to an inspection conducted as a courtesy outside Massachusetts boundaries

Your Report: Note regarding this particular inspection and the Standards of Practice

*Your inspection will be conducted as guided and outlined by the above-mentioned Standards of Practice, but this dwelling does not satisfy the conditions imposed by those Standards and is consequently **not covered by any protections afforded by same.***

As a guide, manufactured homes (ie 'mobile homes'), a multiple family residential dwelling with five or more dwelling units, or a condominium unit in a structure with more than five dwelling units do not fall under those Standards.

Your Report: Expectations



A Home Inspection will not find every fault currently or likely to exist in a home. Home inspectors only perform a visual inspection, and only inspect what they can see and access. Only a representative sampling of some items is performed. Home inspectors are not allowed to be invasive, nor do they move personal possessions. We are guests in the home and always try to leave no obvious sign of the visit.

This inspection does not check for **Conformation to Building Codes**. Indeed any home will never likely conform to all applicable building codes. Even in new construction enforcement by the relevant authority may not necessarily be 100%. However, the building code per se does indicate current best practice, and that is the standard we try look at in a home inspection. The complete physical reference material on residential building codes is literally a stack of books about 18" high.

Pest/Insect/Wildlife Concerns: Inspecting for and reporting on the presence of WDI (wood destroying insect) activity such termites, powder post beetles, carpenter ants, carpenter bees, etc. is **beyond the scope of a home inspection**. This is referenced in the Massachusetts Standards of Practice, and is excluded from this inspection. **It is highly recommended that you have a WDI inspection prior to the end of your inspection contingency period or assuming ownership.** Any comments made in this report in regard to any such activity is done as a courtesy only, should not be viewed as an all-inclusive listing of activity, and requires further evaluation by a licensed pest control company.

I do not accept any liability for deficiencies that were not within the scope of the investigation.

Your Report: Home Faces

Approximately, East



*In general, **East**-facing rooms get morning light, **South**-facing rooms get light most of the day and **West**-facing rooms get light in the afternoon. Moss growth is especially common on the **North** side of homes, as this surface receives the smallest amount of sunlight during the day. The **South** facing side will generally suffer the earliest degradation of siding and trim due to greater exposure to the harsh sun.*

Your Report: In Attendance

Inspector only

Your Report: Inspection time

Inspection started at 9 30

Inspection ended at 11 30

Your Report: Age of Dwelling

This house is reported in public disclosures as having been built in 1950. Based on this, it is approximately 74 years old.

This is the basis for the term 'Original' in this report.

Your Report: Type and Style of Dwelling

Cape, Non residential

For informational purposes only.
Some may be anecdotal.

Your Report: Home Status

Vacant



Refers to the general presence or not of furniture indicating occupancy. Home inspectors do not move furniture or personal items.

Your Report: Weather Conditions at Inspection

Dry



Weather conditions are important as some problems occur only under specific conditions (example: rain with a wind in a specific direction). Home inspectors are required to note the weather conditions at the inspection.

Your Report: Temperature at Inspection

Very Cool - 50's

Your Report: Grounds/Soil Surface Condition

Dry

Limitations

Your Report

ITEMS NOT INSPECTED

There are items that are not inspected in a home inspection such as, but not limited to;

- fences and gates,
- pools and spas,
- outbuildings or any other detached structure,
- refrigerators,
- washers / dryers,
- storm doors and storm windows,
- screens,
- window AC units,
- central vacuum systems,
- water softeners,
- alarm and intercom systems,
- any item that is not a permanent attached component of the home
- external sewer lines and septic tanks,
- water delivery systems
- underground fuel storage tanks

As a courtesy I may choose to comment on some of these items but in doing so do not mean to include any item not so commented upon.

Suspended ceiling tiles are not removed, as they are easily damaged, and this is a non-invasive inspection.

Water and gas shut off valves are not operated under any circumstances.

Any component or appliance that is unplugged or "shut off" is not turned on or connected for the sake of evaluation. I don't have knowledge of why a component may be shut down and will not expose myself to liability for damages that may result from activating said components / appliances.

Other items not reported on or undertaken are:

- the causes of the need for a repair;
- The methods, materials, and costs of corrections;
- The suitability of the property for any specialized use;
- Compliance or non-compliance with codes, ordinances, statutes, regulatory requirements or restrictions;
- The market value of the property or its marketability;
- The advisability or inadvisability of purchase of the property;
- Any component or system that was not observed;
- Calculate the strength, adequacy, design or efficiency of any system or component;
- Enter any area or perform any procedure that may damage the property or its components or be dangerous to the home inspector or other persons;
- Operate any system or component that is shut down or otherwise inoperable;
- Operate any system or component that does not respond to normal operating controls;
- Disturb insulation, move personal items, panels, furniture, equipment, plant life, soil, snow, ice, or debris that obstructs access or visibility.

Lastly a home inspection **does not address environmental concerns** such as, but not limited to:

- Asbestos,
- lead or lead based paint.
- radon,
- biological contaminants - mold, mildew, fungus

- wood destroying organisms (termites, fungus etc),
- any insects - cockroaches, ants, spiders
- rodents,
- chemical contaminants - pesticides, mercury, carbon monoxide,
- defective drywall.

Your Report

HOME WAS FURNISHED/STORED ITEMS

Note: This home was furnished at the time of the inspection. Many areas and items were obscured by furniture and/or stored items. This often includes but is not limited to walls, floors, windows, inside and under cabinets, under sinks, on counter tops, in closets, behind window coverings, under rugs or carpets, and under or behind furniture.

Areas around the exterior, under the structure, in the garage and in the attic may also be obscured by stored items. The inspector does not move personal belongings, furnishings, carpets or appliances. When furnishings, stored items or debris are present, all areas or items that are obscured, concealed or not readily accessible are excluded from the inspection.

The client should be aware that when furnishings, stored items or debris are eventually moved, damage or problems that were not noted during the inspection may be found.

It is very important to visually check all areas at final walk-through that may be hidden from the inspector when the inspection was actually performed. This is especially important for walls, floors and closets. Any damage or deficiencies that are observed at final walk-through that are not shown or covered on this inspection report should be noted and resolved before taking possession of the home.

The inspector therefore disclaims any deficiencies that were not observable at the time of inspection due to this circumstance.

Your Report

CLIENT NOT PRESENT

Clients are encouraged to be in attendance at their home inspection. Unfortunately, at this inspection the client was unable to be present. The client did not learn about the house and it's interconnected systems, and was unable to follow the home inspector through the house and ask questions relevant to that time and place. The client's concerns at the time of the inspection were not addressed. This was a limitation of the home inspection.

Observations

1.1.1 Your Report

PLEASE READ THE WHOLE REPORT



The summary of concerns might be everyone's first interest when reading an inspection report, but I strongly recommend that this report be read in its entirety. This includes looking through the information section, the limitations, and following the links provided here to the [Standards of Practice](#).

I may have noted some extra information, or a limitation that you would have a question about and want the opportunity to address before you assume ownership.

The standards of practice provide information about the scope and limitations of a home inspection. A home inspection is limited - this guides you in what I inspect, and what I do not inspect.

Your inspection agreement and the preamble to this report also outline the scope and limitations of an inspection i.e., what information an inspection is and is not going to provide.

All of these documents will help you have a better understanding and realistic expectations about your inspection and the subject property.

Recommendation

Recommended DIY Project

2: ROOFING

Information

Surface: Type of covering

Asphalt shingles

**Surface: Roof viewed from:**

Ground



I attempted to inspect the roof from advantageous locations and differing methods. I am required to note the methods used to inspect the roof

The inspection was not an exhaustive inspection of every installation detail of the roof system according to the manufacturer's specifications or construction codes. It is a wide-ranging reporting of the many components that comprise the roofing system.

Roofs have one job - shed water. They are not waterproof, just water resistant. Other than obvious damage, it is virtually impossible to detect a leak except as it is occurring or by specific water tests, which are beyond the scope of our inspection.



I recommend that you ask the sellers to disclose information about the roof, including past leak history and that you include comprehensive roof coverage in your home insurance policy.

Note that some insurance companies will refuse insurance or may charge a premium if roofs are not adequate - (as defined according to their customs and practices.)

As regards insurance companies, only a professional roofer can provide them with a definitive age of the roof after a close-up inspection. If you end up requiring this, you will need to contact one. I do attempt to estimate the age of your roof, but it is an estimate only and I cannot provide any further written analysis. You may show them the estimate from this report if needed, but know it is not definitive and may not be acceptable to them.

Surface: Condition

Near at or beyond service life, Replacement recommended

An assessment of the overall roof condition after the visual only inspection.

Please refer to the seller's disclosure in reference to the roof system's age, condition, prior problems, etc. Only the property owner would have accurate knowledge of this information. The roof's age cannot reliably be determined by your home inspector.

Surface: APPROXIMATE Age

Unknown (Aged)



The age of the roof is only an approximation. As indicated above, it may not be reliable and is offered as a best guess. I recommend you consult a professional roofer to obtain a more precise determination if required.

Surface: Roof v's Lifespan

Exceeded life expectancy



This is only an approximation meant to put the roof in some context versus its anticipated or theoretical life. If you wish more detailed or accurate information, I recommend you consult a professional roofer.

Roof life is also affected by the orientation of each roof surface.

Southern facing roof surfaces get the most sun and tend to show signs of this harsh exposure. North-facing roofs and those in shade tend to have more algae/moss-induced problems.

Weather extremes, internal attic conditions, roof ventilation, conditions caused by trees and vegetation, or mechanical damage can also reduce the life expectancy.

Surface: Not a Warranty

This inspection is not a warranty against future roof leaks. Even a roof that appears to be in good, functional condition may leak under certain circumstances.

Your Inspector does not take responsibility for a roof leak that happens in the future.

It is an appraisal of the roof on the day of inspection ONLY

Surface: Method used to Determine Age of Roof

Visual examination



Input from others may not be reliable but is compared to the actual roof condition as observed by the inspector for validity.

Surface: Water penetration

None visible at the exterior



I am required to inform you of any leaks observed during the visual inspection of the roof. Leaks (if any) may be further commented on in the 'Attic' Section. *This is as observed during the exterior inspection.*

Surface: Asphalt 20 year shingles



Average life expectancy of this type asphalt shingle is 20 years. They are commonly of a 3 tab design, but can also be single tab.

Surface: Limited Visual Inspection ONLY

A roof system consists of the surface materials, connections, penetrations and drainage (gutters and downspouts). We visually review these components for damage and deterioration and do not perform any destructive testing. If we observe conditions suggesting damage, improper application, or limited remaining service life, these will be noted. We may also offer opinions concerning repair and replacement based on a **limited visual inspection**. **These do not constitute a warranty that the roof is, or will remain, free of leaks.**

Penetrations/Flashings: Types observed

Chimney, Plumbing Vent(s), Duct Hood, Attic Vent



A Home Inspector is required to observe and report on visible roof penetrations.

I inspect visible roof penetrations from advantageous angles. A significant portion of roof leaks occur at these penetrations.

I have recorded any concerns.

Chimneys: Type of masonry visible

Brick

The chimney exterior was inspected. I have noted any concerns that resulted from my visual only inspection. Chimneys may also be referenced in the Attic and Basement sections as applicable.

Chimneys must function correctly to ensure toxic combustion gases are vented in a safe manner. They should be professionally maintained at all times.



Masonry chimneys cannot be left to deteriorate without a substantial financial impost. Major chimney repairs are very expensive.



Masonry chimney exteriors should be inspected annually for deteriorated mortar and any structural deficiencies by a chimney repair contractor



Drainage System: Components

Metal Gutters and Downspouts



I inspected the gutters. I wasn't able to inspect every inch of every gutter. I attempted to check the overall general condition of the gutters during the inspection and look for indications of major defects.



Monitoring the gutters during a storm (without lightning) is recommended. In general, the gutters should catch rain water and direct the water towards downspouts that discharge the water away from the house foundation, whether on or under the ground. Water that is not directed in this manner often works its way into the basement

Limitations

Surface

SHINGLE INSTALLATION DISCLAIMER

Many different types, brands and models of asphalt composition shingles have been installed over the years, each with specific manufacturer's installation requirements that may or may not apply to similar-looking shingles.

In addition, most shingles have underlayment requirements that cannot be visually confirmed once the shingles have been installed. For this reason, the Inspector disclaims all responsibility for accurate confirmation of proper shingle roof installation.

Surface

HEIGHT/SLOPE

Was unable to fully observe roof surface over the due to height and angle of roof. Type of roofing, type and number of penetrations and its condition could not be **accurately** determined. A professional roof inspection is recommended prior to closing as found necessary. Concerns refer to readily visible roof portions only.

Penetrations/Flashings

FLASHINGS NOT VISIBLE

There should be flashing installed in certain areas where the roof covering meets something else, like a vent pipe or siding.

Flashing by its design is often installed underneath surface materials (roofing, siding etc). Its condition or functionality cannot be determined. A home inspection is a limited visual-only inspection.

Frequently the only method of determining flashing effectiveness is whether or not there are leaks.

Chimneys

CHIMNEY INTERIOR IS EXCLUDED FROM THE INSPECTION

Inspecting the chimney interior and flue is beyond the scope of a home inspection. An inspector is not required to inspect the flue or vent system, and is not required to inspect the interior of chimneys or flues, fire doors or screens, seals or gaskets, or mantels. These are specialist tasks. As a courtesy only, the inspector may take a look at readily accessible and visible parts of the chimney flue.

Drainage System

COULDN'T REACH ALL GUTTERS

Unable to view and/or closely inspect the installation of all of the gutter components and systems.

Observations

2.1.1 Surface

ROOF - END OF LIFE

ROOF

Your roof is at the end of its **design life**. It is fully depreciated.

Old roofs may allow moisture intrusion to structure, wood decay, wood destroying insect infestation and the formation of mold and mildew in the attic.

Other than its age, the roof did not appear to present any concerns. Recommend further evaluation as necessary, but anticipate roof replacement within 5 years.

Insurance companies are increasingly applying strict requirements regarding anticipated roof longevity. If you do encounter same, you will need an appraisal from a licensed roofer.

Recommendation

Contact a qualified roofing professional.



2.2.1 Penetrations/Flashings

RUSTED FLUE

ROOF

Observed the metal flue is rusted.

This can lead to moisture penetration to structure with the potential for wood decay. This is also conducive to wood destroying insect infestation and the formation of mold and mildew in the attic.

Recommend review

Recommendation

Contact a qualified roofing professional.



Concerns



2.3.1 Chimneys

METAL RAIN HAT

ROOF

There is no metal chimney hat.

These prevent debris/water/birds/animals from entering flue.

Suggest the installation of a chimney hat with wire screening

Recommendation

Contact a qualified chimney sweep.



Suggestions



2.3.2 Chimneys

CAP DETERIORATED

ROOF

Observed the masonry chimney cap and upper brick courses is deteriorated.

This can allow moisture to penetrate to the body of the chimney, causing structural damage. Major chimney repairs can be very expensive.

Recommend any repairs found necessary

Recommendation

Contact a qualified chimney contractor.



Concerns



2.3.3 Chimneys

CRACKING IN BODY

Observed chimney body has cracks.

Cracking such as this is an indicator of moisture intrusion into the chimney structure. The moisture behind it can lead to structural damage. Major chimney repairs can be very expensive

Recommend any needed repairs and further investigation towards eliminating the cause.

Recommendation

Contact a qualified chimney contractor.



Major Concerns



2.4.1 Drainage System

EXTENSIONS MISSING

GENERAL EXTERIOR

Observed some downspout extensions are missing or otherwise non functional. Water should be directed out and away from the foundation.

This can result in excessive moisture in the soil at the foundation, which can lead to moisture penetration to the basement. In some soils this can lead to foundation movement.

Recommend repairs

Recommendation

Contact a qualified gutter contractor



Concerns



3: EXTERIOR

Information

General: Exterior inspection

I walked around the perimeter of the dwelling and inspected the exterior elements. Limitations to the inspection are as noted. Concerns and information are noted in the appropriate section





General: Homeowner's Responsibility



The exterior of any home is slowly deteriorating and aging. The sun, wind, rain and temperatures are constantly affecting it. Your job is to monitor the buildings exterior for its condition and weather-tightness.

TIP!

Check the condition of all exterior materials and look for developing patterns of damage or deterioration.

During a heavy rainstorm (without lightning), grab an umbrella and go outside. Walk around your house and look around at the roof and property. A rainstorm is the perfect time to see how the roof, downspouts and grading are performing. Observe the drainage patterns of your entire property. The ground around your house should slope away on all sides. Downspouts, surface gutters and drains should be directing water away from the foundation. If you have underground drainage it should not be backing up.

General: Any observed evidence of abandoned above ground oil tanks

No



Home Inspectors must report on "...The existence of abandoned oil tanks"

General: Any observed evidence of underground fuel storage tanks

Yes



Home Inspectors are required to report on this matter.

Only the results of observable and readily accessible inspection methods are presented. Invasive examination or digging is not conducted. Vegetation/restricted access can limit observation.

Grading, Drainage and Other features: Grading and Drainage

Correct, Generally Positive grading



Exterior Grading is Crucial: At all locations around the dwelling, grades should be maintained to pitch away from foundation walls. Improper grading promotes moisture/water penetration through foundation walls and is conducive to wood destroying insect infestation and the formation on interior surfaces of mold and mildew.

Correct grading slopes away from the structure. Incorrect is either flat or slopes towards the structure.

Even though no repercussions may be present at the time of inspection as a result of improper grading, the possibility of moisture infiltration through foundation walls is always present during heavy rain.

Flat and negative grading allows the soil in these areas to become saturated, which encourages masonry foundation walls to wick this water out of the soil via capillary action. This will result in moisture intrusion into the area below grade and under the dwelling, leading to any problem associated with humidity in those spaces.

As a guide, the ground should fall off 6 inches within the first 10 feet from the foundation.

Other items of note:

- Any concrete walkway running parallel to the foundation can retain water - basically acting as a moat.
- In a similar fashion mulch can promote water retention.
- Effective water management is vital around any home. Water should not be allowed to pool anywhere in proximity to the home.
- Water will always find a way and will usually win.

Exposed Foundation: Type

Poured Concrete, Concrete Block

Where visible the exposed foundation was inspected

Exposed Foundation: Concrete V Cement



Often used interchangeably - and consequently, incorrectly. It may be best to remember that cement is a vital *component* of concrete; - which is made of cement, sand and small crushed stone.

There is no such thing as a cement wall. It is a concrete wall. Likewise, a concrete block, not a cement block.

Exposed Foundation: Stair step cracks



Stair step cracking was observed on the exterior block foundation. While commonly found, and indicative of some degree of foundation movement, they should be examined further from the basement side to determine whether any remedial action is warranted. Often it is not.



Landscaping: Exterior Landscaping/Grounds



Exterior landscaping items are only reported on: "...with respect to their effect on the condition of the dwelling and their ability to provide safe egress."

Some physical attributes may be referenced as a courtesy

Vegetation: Inspected



I observed the surrounding vegetation and have reported on any observed negative impact to the health of the dwelling.

Driveways, Walkways and Patios: Inspected



The driveways, walkways and patios (if applicable) were inspected for basic functionality. I will also report on any visible deficiencies that may be present such as significant cracking, displacement or damage. Any comments relating to same should be viewed as a courtesy and may not be an all-inclusive listing.

The Standards of Practice require that driveway(s) and walkway(s) be reported on with respect to their *effect on the condition of the dwelling and their ability to provide **safe** egress.*



Driveways, Walkways and Patios:	Driveways, Walkways and Patios:	Driveways, Walkways and Patios:
Ability to provide safe egress	Surfaces	Vehicle parking
Yes	Gravel, Concrete walkway	Dedicated Driveway
Inspectors must note any impediment to safe egress from the dwelling.		

Flashing: Inspected



Visible and readily accessible flashing was inspected for functionality. Note that flashing is hidden in many installations.

Foundation/Siding Penetrations: Inspected



All visible and readily accessible foundation/siding penetrations were inspected. These should be sealed for energy efficiency; for prevention of moisture intrusion to structure, wood decay and wood destroying insect infestation; and for rodent prevention.

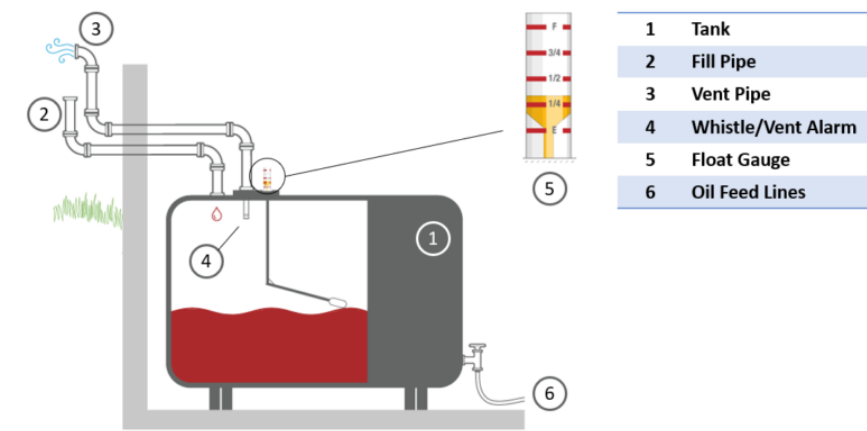
Inadequately sealed penetrations thru external foundation/siding may be present. They are not always readily observable. Recommend verifying all penetrations are effectively sealed



Foundation/Siding Penetrations: Oil Fill and Vent Pipes

Heating oil tanks are most often located inside of a basement or garage. If this is the case, a fill pipe and a vent pipe will outside of the house from the tank.

This is where the oil company will fill the oil tank from. Remember to clear a path to your oil tank fill pipe after a snowstorm. This will ensure the driver can make the delivery without any issues.



Electrical: GFCI Protection?

Yes



It is recommended that any external fixture or receptacle be powered by a GFCI protected circuit for electrical safety and enclosed in modern type (clear glass bubble) weather-resistant covers. All external receptacles should be of the 'WR' (weather resistant) type for durability. This is current best practice.

Some GFCI protected exterior outlets can derive that protection from internal sources. This has evolved over the years from a basement outlet, or a garage outlet to currently a circuit breaker.

NOTE: A home inspector will only test for *external* GFCI protection if the outlet/s have an inbuilt test button. Tripping conventional outlets on the outside may cause internal appliances to lose power. Such testing should be done by a licensed electrician capable of determining such outcomes.



Plumbing: Inspection is limited



I inspect external plumbing as a courtesy. Some items are excluded from your home inspection. See the Limitations tab



Operation of external plumbing is beyond the scope of your Home Inspection. Unfortunately, these fixtures are often poorly maintained and often not correctly winterized. They can cause un-noticed problems when eventually used.

Wall Cladding: Inspected

Painted concrete block



I visually inspected the wall cladding (siding) to ensure functionality.

Any related concerns are reported and are included.



In all homes, recommend keeping any wall cladding a minimum 6 inches above grade to guard against moisture intrusion to structure, wood decay and wood destroying insect infestation.

Wall Cladding: Water penetration



The penetration of water through to sheathing can be a sizeable issue with a modern dwelling. Traditionally older dwellings had simpler rooflines which overhung the siding affording it protection from water intrusion. These dwellings were not built to today's tight construction techniques, and 'leaked' air and heat. If any moisture did find it's way into wall cavities, it readily evaporated away.

Today however with a modern tightly wrapped and heavily insulated dwelling, any moisture intrusion remains trapped, often resulting in hidden damage, rot, mold and mildew.

A home inspection is a visual only inspection of the exterior surfaces. It is not unusual for such damage to remain hidden until revealed by subsequent **invasive** repairs or renovations.

Wall Cladding: Concrete Block

The concrete block foundation is cosmetically inadequate. Possible improvements could encompass stucco or (using strapping) covering in a wood or cement fiber product.

Trim: Inspected



I visually inspected the exterior trim on the dwelling. This encompasses Eaves / Soffits / Fascias / Corner Boards and Rake Boards where present. Window and door trim is referenced in the appropriate section.

Trim has a decorative element but must also protect the underlying structure from the elements. Condition was serviceable except if noted.



Any intersection of trim and siding will require periodic maintenance or caulking. This is normal in most houses.

Trim: Wood



Any trim that is of wood will require constant painting and/or maintenance to prevent deterioration. Wood trim is susceptible to moisture absorption on the back side (often un-painted) and at cut ends (often not sealed).



At any routine painting or maintenance, it can be anticipated that some replacement of exposed wood trim will occur. Replacement with plastic wood (eg Azek) is an excellent investment in a maintenance free future.

Doors: Inspected



I visually inspected the exterior of the doors when walking around the outside. The doors are further commented on and operated during the interior inspection and there may be further comments in that section.

Stoops/Landings/Steps/Handrails: Inspected



These features were visually inspected where present. Concerns are noted below.

They were not inspected for conformity to modern building codes.

Guardrails: Inspected



Guardrails were visually inspected where present. Concerns are noted below.

They were not inspected for conformity to modern building codes.

Foundation - Windows/Window Wells/Areaways: Window Type

Vinyl



These were visually inspected. Windows that penetrate the foundation or serve as basement windows are referenced here.

Foundation - Windows/Window Wells/Areaways: Window Wells

None



Window wells were inspected and any concerns noted below.



The purpose of a window well is to allow the grade to be raised at the foundation while maintaining at least 6" ground clearance for the basement window.

You are recommended to maintain always this 6" clearance by not allowing debris to accumulate

**Windows: Types**

Vinyl/Aluminum



I inspected the exterior of windows and have noted any deficiencies as visible from the outside. During the interior inspection windows are further evaluated and any concerns noted in that section.

Windows: Thermopane Windows

Thermopane windows have been available since the at least the 1980's. They offer an increase in energy efficiency over traditional single pane windows with storm overlay. They can be prone to failure of the vacuum between the layers of glass, usually manifesting as cloudiness. This may not show any signs at the time of inspection, but may become visible later due to changes in environmental conditions.

I will report on any insulated glass units that were visible and were showing signs of seal failure at the time of inspection, but this should not be relied upon as a complete listing of affected units. Generally, seal failure is best observed on the interior due to external screens or reflections, but obstructions internally can prevent full viewing. If glass seal failure is a concern, you are advised to seek the services of a window or glass repair contractor inspection before assuming ownership.

Windows: Window Life Expectancy

On average, modern thermopane windows can last between 15-40 years. Their life expectancy depends on initial window quality; the climate; and the conditions you live in. For instance, southern facing windows exposed to harsh sunlight for extended periods will have a lifespan closer to 15-20 years. Windows that are in a shady area will likely have a longer lifespan.

Higher quality name brand windows often have extended warranties; tend to outlast standard windows; and will generally exceed anticipated lifespans

External Basement Entry: Type/Location

Walkout, Rear



The external basement entry was inspected and is further evaluated from the basement.

Other Structures: Type

Garden Shed/s

These items are outside the scope of your Home Inspection and are excluded. If any detached items or structures are of concern, evaluation of these items should be conducted by qualified professionals



Limitations

General

SOME EXTERIOR FEATURES ARE NOT INSPECTED

Exclusions: Including but not limited to 266 CMR 6.04(2)(e)1. through 9., the inspector shall not be required to Observe and Report On the following:

1. Storm doors and windows, screening, shutters, awnings and similar seasonal accessories;
2. Fences, landscaping, trees, swimming pools, patios, irrigation systems;
3. Safety glazing;
4. Recreational facilities;
5. Any other dwelling units or addresses in multi unit buildings;
6. Outbuildings and detached garages; and
7. Underground utilities, pipes, buried wires, or conduits.

Any such reporting is offered as a courtesy only in furtherance of your general knowledge of the property.

Landscaping

FENCES AND LANDSCAPING ARE NOT INSPECTED

These items are excluded from your Home Inspection report as per the Standards of Practice. See 6.04: (2) (d) 2. *except as noted*

Any information or deficiencies provided outside the defined scope are as a courtesy and are not comprehensive. Any item of concern should be addressed by a qualified professional

Vegetation

VEGETATION

The Standards of Practice require that vegetation be reported on with respect to any effect on the condition of the dwelling and their ability to impede safe egress.

Vegetation is also often an inspection limitation.

Flashing

FLASHING IS NOT VISIBLE

By its design, most flashing is only visible at a small surface area. The home inspection seeks to determine the presence of flashing. It cannot determine it's effectiveness unless an inadequacy has visibly manifested itself

Plumbing

EXCLUDED

The Inspector shall not be required to: ...6. Observe, operate, or Report On: a. The exterior hose bibs;

Wall Cladding

SIDING

Exterior siding obstructs viewing of sheathing and structure. Conditions are unknown

Trim

NOT ALL TRIM CAN BE INSPECTED

I was not able to closely inspect every detail due to height or other inaccessibility.

Trim

PROBING

Home inspectors may not probe finished wood surfaces as this can cause damage. Probing may occur on visibly deteriorated surfaces, and evidence of this may be shown in the appropriate section.

Windows

SOME ITEMS ARE NOT INSPECTED

A home inspection does not inspect the below as per the Standards of Practice:

...the inspector shall not be required to Observe and Report On the following: 1. Storm doors and windows, screening, shutters, awnings and similar seasonal accessories;

Any reference to same is as a courtesy to increase your knowledge regarding the house.

Windows

SEAL FAILURE

Windows: Glass Seal Failure Limitations



Reporting on double pane glass seal failure is not foolproof, and is limited to what was visible at the time of the inspection. Glass may not show signs of seal failure at the time of inspection, but may become visible later due to changes in conditions. Desiccant material in the glass spacer can absorb moisture in between the panes, essentially masking seal failure. Also, changes in weather conditions (high humidity, etc.) may reveal seal failure. I am limited to what was visible at the time of inspection.

Other Structures

DETACHED STRUCTURES - LIMITATIONS

Only items and components directly and permanently attached to the structure are inspected according to the Mass Standards of Practice.

Items are only required to be reported on with their respected affect on the structure. This home may contain detached patios, stairs, retaining walls, outbuildings, decks, pools, fireplaces, etc. If comments are made with regard to these items, any comments should be viewed as a courtesy only, and not be construed as an all-inclusive listing of deficiencies. If any detached items or structures are of concern, evaluation of these items should be conducted by qualified individuals prior to the end of your inspection period.

Observations

3.1.1 General

UNDERGROUND OIL STORAGE

FRONT

Observed suspected evidence of the historic existence of underground fuel storage tanks. **These may or may not have been professionally removed with over sight from the local authority - often the Fire Department.**

These are no longer permitted and should be removed if still present. The owner of the property on the date of any incident discovery is liable for any costs associated with cleanup of any oil leaking into the ground.

Recommend complete and thorough investigation, including inquiring of the seller/owner any known history and contacting the local authority having jurisdiction. Recommend removing tank if still in place.

Recommendation

Contact the seller for more info



Major Concerns



3.3.1 Exposed Foundation

CONCRETE BLOCK VERTICAL CRACKING

Observed signs of vertical cracking in the block foundation at the rear. While any foundation movement may be regarded as a sign of failure, it is not uncommon in older homes.

I recommend evaluation by a foundation specialist and repairs found necessary.

Note this is inspected as foundation here although the actual foundation is below ground.



Concerns

Recommendation
Contact a foundation contractor.



3.6.1 Driveways, Walkways and Patios
WALKWAY TRIP HAZARD

The walkway is uneven.
This may cause tripping or a fall.
Recommend repairs as needed

Recommendation
Contact a qualified landscaping contractor





3.11.1 Wall Cladding

PAINT PEELING/CRACKED

Observed peeling and/or cracked paint on siding.

Wood siding can deteriorate if unprotected by adequate paint covering. This may allow moisture intrusion to structure, wood decay and wood destroying insect infestation.

Recommend scraping and painting.

Recommendation

Contact a qualified painting contractor.



Concerns



3.12.1 Trim

PAINT CRACKED/PEELING/FAILING

Observed peeling and/or cracked paint on trim.

Wood will quickly deteriorate if unprotected by adequate paint covering. This may allow moisture intrusion to structure, wood decay and wood destroying insect infestation.

Recommend scraping and painting.

Recommendation

Contact a qualified painting contractor.



Concerns



3.14.1 Stoops/Landings/Steps/Handrails

UNFINISHED

Observed bare/unfinished wood as trim. Unprotected wood will deteriorate rapidly.

This may allow moisture intrusion to structure, wood decay and wood destroying insect infestation.

Recommend painting or sealing

Recommendation

Contact a qualified painting contractor.



3.15.1 Guardrails

RETAINING WALL - POINTING/REPAIRS

FRONT AND REAR

Observed the masonry retaining wall needs pointing.

This will help prevent deterioration due to freeze/thaw

Recommend pointing wall as needed

Recommendation

Contact a qualified masonry professional.





4: ATTIC

Information

Overview: Access/Type

Scuttle, Unconditioned



Attics are navigated as best I can. Height restrictions, insulation, HVAC ductwork, truss or regular framing and other factors can prevent physical and visual accessibility of some areas and items. Insulation is not moved or disturbed (excepting as may be needed to determine type and vapor barrier). Any areas that were not visible are excluded from this inspection.

The attic area will be walked where possible. Traversing an attic with a high level of insulation is dangerous, as footing can be lost. Also, compressing or disturbing insulation by stepping on it affects its R-value and essentially "damages" it. Insulation also obscures wiring and plumbing pipes which can be unknowingly damaged by stepping on them. **Hidden concerns may exist in areas that were not readily visible.**

I cannot safely **crawl** over visible joists unless a platform or suitable board is installed. Navigation must be deemed safe to be undertaken.



Structure: Components
Rafters, Wood Boards, Built in place Trusses



Structure: Built in Place Trusses



These are incorporated into the roof/attic structure during construction to allow for greater open living space below. They are a common feature in many dwellings and rely on the roof rafters to provide the needed support. When in place, some structural reinforcement of the roof rafters using collar ties is recommended. Heavy storage should not be permitted in this area



Insulation: Insulation Was Inspected



During the home inspection, insulation was inspected in accessible and visible unfinished spaces, including attics and crawlspaces.

We attempted to describe the type of insulation observed and the approximate average depth of insulation observed in the unfinished attic.



Insulation: Type and Approximate Depth

Fiberglass, 9 1/2 inches



The insulating properties (R-value) will vary according to type and thickness.

As a **general** guide, *modern* products have these *approximate* R values:

- Fiberglass R 3.3 per inch
- Cellulose R 3.7 per inch
- Open cell spray foam R 4.3 per inch
- Closed cell spray foam R 6.5 per inch

The currently recommended R value in this region is R-45 (i.e., 13.5" Fiberglass, 12" Cellulose)

Insulation: Condition

Good



Insulation must be in good overall condition to perform as designed. Poor or disturbed insulation can reduce the effective insulation value by up to 75%

Insulation: MassSave Recommendation

As part of efforts to reduce energy consumption, I recommend you contact MassSave (or local energy utility) to schedule an energy audit on the dwelling. This free (and obligation free) service will acquaint you with cost saving programs, rebates and discounts available to home-owners who choose to upgrade energy efficiency. The MassSave program is not restricted to just insulation. It covers windows, heating appliances and many other aspects of a dwelling. See the MassSave brochure attached to this report.

Even if the insulation is at the recommended level, you should still initiate contact.

Ventilation: Type observed

Roof surface vent



During the home inspection, visible installed ventilation was inspected in unfinished spaces, including attics and crawlspaces. Adequate performance cannot be evaluated during the limited time of a home inspection. See tips below.

Ventilation: Is crucial

All attic spaces should have some form of ventilation. A default modern standard is 1 sq inch of ventilation for every sq ft of attic area spread roughly equally between upper and lower roof cavity. While not definitive and not applicable for every situation, this is a good place to start. Modern house design readily achieves this standard.



Inadequate ventilation causes accelerated wear of roof shingles, reduces the R-value of attic insulation, promotes the growth of mold and mildew on the roof structure, promotes ice dam formation and tends to raise summertime room temperatures.

Note: Determining the adequacy of the ventilation system is beyond the scope of a home inspection.

Ventilation: How to know if the ventilation is effective.

No attic will stay cool during a hot summer day. But as a guide, **the internal attic temperature in a well ventilated attic should roughly equalize with the outside temperature overnight**. So, check conditions there first thing in the morning.

Ventilation: Adequate at present



The currently available attic ventilation appeared adequate for the current amount of insulation. I did not observe indications of flourishing microbial matter where accessible.

However, if installing additional attic insulation, additional attic ventilation **may be required**. I recommend at the time of adding more insulation an attic ventilation specialist evaluates and makes any needed modifications.

Note that as part of an energy audit MassSave may assist in this matter

Moisture Penetration: Inspected



I inspected the attic space for evidence of moisture penetration that would be of concern and have reported so if observed.

Any moisture penetration into the attic space can lead to deterioration of structure and the potential for mold and mildew. Attic leaks are a significant concern and should be further examined without delay.

Any roof can develop leaks over time Constant monitoring of any accessible attic space is advised, particularly during or shortly after rain.

If the attic is inaccessible, a professional exterior roof inspection yearly is recommended

Microbial Activity: None observed



I inspected the attic for signs of visual suspected microbial activity. See the 'Limitations' tab for an idea of attic accessibility during the inspection.

I did not observe any evidence of microbial activity in the *readily accessible* attic spaces during the inspection. Elevated levels of humidity and temperatures are conducive to mold and mildew presence. Adequate ventilation of an attic is a critical component in preventing mold and mildew. I recommend you periodically monitor the conditions in the attic.

This is presented as a courtesy as a home inspection does not specifically inspect for mold.

Any definitive determination of mold requires laboratory analysis.

Chimney: Construction

Concrete Block



Limitations

Overview

INSULATION

Attic insulation prevented observation of structural components

Microbial Activity

MOLD IS EXCLUDED

While I make all reasonable effort to inform you about any unsafe conditions in the house, mold often exists in areas either hidden or obstructed. I cannot see in these areas, and am limited to observation of the readily visible and accessible locations.

As per the Standards of Practice:

266 CMR 6.05 (2) (b) Inspectors shall not be required to perform or provide any of the following under the Home Inspection specified in 266 CMR 6.04:

....13. Perform Environmental Services including determining the presence or verifying the absence of any micro organisms or suspected hazardous substances including, but not limited to,toxins, allergens, molds,

Any reference to mold, or other biological items is designed to further your knowledge of the house and is not definitive

Observations

4.1.1 Overview

DEBRIS

ATTIC

Observed an accumulation of general or construction sourced debris.

This can impede access or compromise insulation.

Recommend removal.

Recommendation

Contact a qualified insulation contractor.





5: INTERIOR

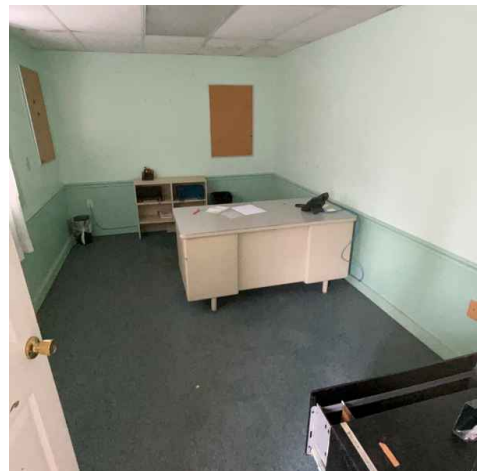
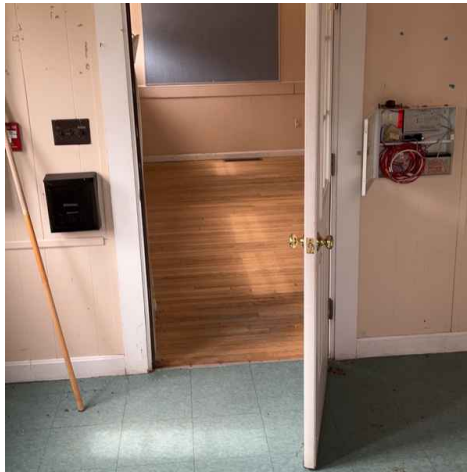
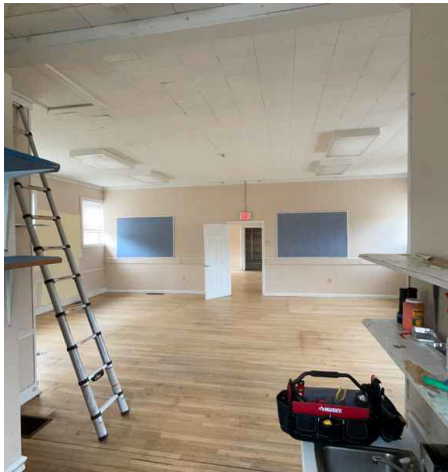
Information

General: Interior was inspected



I inspected the **readily visible** interior surfaces, structural elements and features. I looked for material defects **according to the Massachusetts Standards of Practice.**

General interior views for your information



General: Lack of maintenance



In general maintenance has been deferred throughout the interior. Many interior components and fixtures are in a severely used state. They have not had recent adequate attention.

I cannot comment on every instance of each defect. I recommend that you perform your own evaluation of the house interior because the time spent catching up after a period of deferred maintenance may be considerable and at some expense if professionals are involved.

Note that the process of maintenance and repairs may reveal *hidden* defects that may affect your costs for such activities

General: General Renewal



There exists in this home an indication of the need for general renewal - a likely source of significant expense. You should consider the time, timing and costs associated with updating interior surfaces and finishes.

In addition, updates may involve improvements designed to bring the dwelling up to current best practices and/or enhanced safety measures. In essence, sometimes when you start it is hard to stop.

Note that the process of maintenance, repairs and/or renovation may reveal hidden defects that may affect your costs for such activities

Visible signs of active moisture penetration: No indications of active moisture penetration observed



I did not observe any indications of active moisture penetration during my inspection.

Moisture penetration to the interior is indicative of a failure of the external water shielding properties of the roofing/cladding. During an inspection these may appear as historic and predate remedial action.

In any event you should ask the current occupants regarding any historical events.



Environmental Concerns: Observations

Musty



This is a subjective observation and is included for information only. It may help you clearly remember certain aspects of the inspection at a later date.

Environmental Concerns: Mold



This home inspection is not an inspection for mold. (see the 'Limitations' tab) Mold can be present in any home.

Mold cannot grow unless there is excess moisture. The key to mold control is moisture control. While this inspection attempts to detect high moisture conditions that can lead to mold growth, be advised that mold can grow in hidden areas which are beyond the scope of this inspection. If mold is a concern to you, you should obtain a further evaluation by a mold specialist as you may require.

Interior Fixtures, Receptacles and Switches: Inspected.



I inspected and operated a representative number of the readily accessible fixtures, switches and receptacles. Any deficiencies are noted. Electrical issues are rated as serious until corrected.



Modern receptacles installed today in new and permitted construction are all labelled 'TR' for Tamper Resistant. These prevent inserting an object into just one prong and are a child safety feature. The use of plastic plugs with these is not required.

Interior Fixtures, Receptacles and Switches: Using incandescent bulbs?



Incandescent bulbs are no longer recommended due to energy inefficiency. Any present should be considered for upgrade to modern LED bulbs.

Interior Fixtures, Receptacles and Switches: Unexplained Switches



During a home inspection switches that have no apparent use are often encountered. Renovations and remodeling can be the explanation. Switches that are up higher than normal can be for an external light. Some at regular height may have controlled a receptacle nearby for lighting.



You are recommended to do most switch troubleshooting at night or ask the seller for information.

Ceilings: Structure

Wood frame, Hidden

Ceilings: Covering

Plaster/Drywall, Acoustical Tiles



I inspected the readily visible ceilings and have noted any concerns.

Closets: Closets were inspected



I inspected the closets. I do not disturb the contents. There may be cosmetic blemishes or hidden damage when empty. Recommend verifying conditions before closing.

Walls - Living Areas: Structure

Wood frame, Hidden



I inspected the readily visible wall structure in living spaces and have noted any concerns.

Walls - Living Areas: Covering

Plaster/Drywall, Panelling

Walls - Living Areas: Insulation

Unknown/Not Visible

Insulation in outside walls is not visible except using invasive procedures. Analysis is excluded from this report

Walls - Living Areas: Bathroom information



Recommend caulking joint where unlike surfaces meet (eg at bathtub, wall or floor) with flexible silicone based sealant to prevent water penetration thru to structure. Ceramic tile grout is inflexible and does not adequately prevent water penetration in this area due to expansion and associated movement of the structures.

This is also recommended for resilient, wood or laminate flooring.

The wall surrounding a shower or likely to be impacted by someone taking a shower should be water resistant up to approx 6 feet. Drywall/plaster is not adequate for this task.

Floors: Material/Type

Resilient, Wood



I inspected the readily visible floors and have noted any concerns.

Floors: Not level - Movement of structure

Floors are not level. Suspect as a result of movement of structure.

Only invasive examination and repairs can confirm and remediate. This is generally not warranted unless further renovations make it more accessible.

There may be further relevant comment in another section

**Guardrails: Inspected**

I inspected any guardrails that are within the scope of my home inspection.

They were not inspected for conformity to modern building codes.



Stairways/Handrails: Stairways/Handrails were inspected



I inspected any stairways and handrails that are within the scope of my home inspection. They were not inspected for conformity to modern building codes.



Doors - Exterior: Types

Insulated and weatherstripped



I inspect the operation of exterior doors during the internal part of the inspection. For convenience I retain their position in this section. Any concerns noted during the exterior inspection will remain in that section.

Doors - Interior: Types

Wood



Interior doors were inspected for basic functionality.

It is common over time for wood framed doors to become misaligned or require adjustment.

Door stops are an easy way to prevent wall damage caused by hurried entry.

Privacy locks are recommended for lavatory equipped rooms.

Doors that do not operate within normal age constraints will be noted in the inspection report. Indications of failure and damage will also be noted.

Windows: Types

Insulated



A representative sample of readily accessible windows are observed and operated during the home inspection. Over time many windows become difficult to operate. This does not manifest as a concern but as a maintenance item. Only indications of failure and damage will be noted.

They were not inspected for ease of operation or compliance with building code egress requirements.

Note. The windows appear to be approx 25 yrs old.

Windows: Manufacturer

Unbranded



Visibly branded windows may have unpublished extended warranties on some components and on the vacuum seal. Before undertaking any needed repairs, contact the appropriate manufacturer for more information.

The brand name is often on the lock (Pella, Harvey). Some manufacturers use glass etching (Anderson, Marvin). Some have a warranty label that can help with research.

**Skylights/Solar Tubes: There were
none observed**

Limitations

General

LIMITATION OF INTERIOR INSPECTION

General

INTERIOR FINISHED

The interior ceilings and walls are finished. Structure cannot be observed where covered.

General

APPLIANCES

Permanently installed appliances prevented viewing of some structure

General

CLUTTER

There was a **HEAVY** number of personal belongings present in the home at the time of inspection. These personal belongings are not moved or altered in any way. These belongings can block visual accessibility of numerous areas throughout the home including windows, doors, electrical fixtures, interior finishes and floors.

General

STORED ITEMS

Due to the amount of boxes, clothing and/or items stored thru-out the dwelling, all areas were not accessible.

Environmental Concerns

STANDARDS OF PRACTICE NOTE

Items reported on in this section are beyond the scope of a home inspection and were included as a courtesy for your information, these items should not be viewed as an all-inclusive listing of deficiencies in the related area of concern. Evaluations are recommended by qualified professionals in any environmental or pest related field prior to the end of your inspection contingency period.

Environmental Concerns

MOLD IS EXCLUDED

As per the Standards of Practice:

266 CMR 6.05 (2) (b) Inspectors shall not be required to perform or provide any of the following under the Home Inspection specified in 266 CMR 6.04:

....13. Perform Environmental Services including determining the presence or verifying the absence of any micro organisms or suspected hazardous substances including, but not limited to,toxins, allergens, molds,

Any reference to mold, or other biological items is designed to further your knowledge of the house and is not definitive. If I see obvious signs of mold or fungal growth, I will recommend further evaluation and testing as a courtesy, but these individual references should not be construed as an all-inclusive listing of areas of same growth present

Interior Fixtures, Receptacles and Switches

LIMITED SAMPLING/EXCLUSIONS

A representative number of the outlets were checked during this inspection. However, even if the sampled outlets appeared correctly grounded and polarized, this does not necessarily imply that all are correctly wired.

Exterior dusk to dawn lights, motion lights, landscape lighting, or any light not attached to the structure are not included in a home inspection, and were not tested for functionality. These items are excluded from this inspection.

Windows

BLINDS/CURTAINS/TRINKETS

Home inspectors do not move curtains and blinds or trinkets to check window operation. These (increasingly with age) break readily and consistently and are not disturbed by the inspector. Others at the inspection may undertake such movement at their own risk.

Observations

5.1.1 General

CARPENTER ANTS

LOWER REAR

Observed carpenter ants in the interior.

This type of wood destroying insect lives inside dwellings, preferring moist locations. Generally, these locations cannot be readily viewed.

You are advised to contact a licensed pest control contractor to treat for this and any other potential pests that may be found upon inspection by same.

Recommendation

Contact a qualified pest control specialist.





5.1.2 General

GENERAL RENEWAL

Interior finishes are in need of general renewal.

The potential for significant expenditures is high.

Recommend review and repairs by qualified contractors.

Recommendation

Contact a qualified carpenter.



Major Concerns

5.5.1 Ceilings

DAMAGED SECTION

Observed damage to the ceiling. Recommend repairs and refinishing

Recommendation

Contact a qualified drywall contractor.



Concerns



5.8.1 Floors

DETERIORATED/RENEWAL

LOWER LEVEL

Floors have severe surface wear in areas.

In all likelihood they will need renewing.

Recommend repair or renewal

Recommendation

Contact a qualified flooring contractor



Concerns



5.8.2 Floors

REFINISHING

Observed the flooring has wear in some internal locations.

Refinishing may be needed for cosmetic reasons.

Recommend any action found necessary to restore finished surface

Recommendation

Contact a qualified flooring contractor



Concerns



5.10.1 Stairways/Handrails

HANDRAIL NOT GRIPPABLE

Handrails on stairway are not grippable. Recommend installing grippable handrails for safety.

Recommendation

Contact a qualified carpenter.



Concerns



5.12.1 Doors - Interior

ADJUSTMENT

Some interior doors need adjustment to allow for proper operation. This is commonly found and is a maintenance item

Recommendation

Contact a qualified carpenter.



Suggestions



6: ELECTRICAL SYSTEM

Information

External: Service Entrance

Overhead



I inspect

1. The **method (type)** by which electricity is delivered to the home
2. The **feed (type of wiring)** from the connection point with the electric utility to the electrical panel.

Home inspectors are required to report on these 2 items.

- **Stranded Aluminum** wire is the almost universal choice today for the main cable entering the dwelling. It has no inherent defect in its correct installation.
- **Stranded Copper** wire is rarely chosen today due to its expense. However, it is often found on older homes and can safely carry higher current than the same size stranded aluminum wiring.

Any concerns are noted in this report.



Distribution: Location of the Main Service Disconnect

Utility room

TIP!

Your Responsibility: It's your job to know where the main electrical panel is located, including the main service disconnect that turns everything off. Be sure to test your GFCIs, AFCIs, and smoke detectors regularly. You can replace light bulbs, but for more than that, you are recommended to hire a professional licensed electrician. Electrical work is hazardous and mistakes **can be fatal**.

TIP!

If there are 2 locations noted, it means either one will shut off service to the general lighting and power in the home. This is often encountered in new construction and after electrical upgrades.

Distribution: Overcurrent Devices

Circuit Breakers

These are reported on, but not operated per the Standards of practice

Distribution: Service Ampacity and Voltage

100 Amp



Amperage anywhere between 100 and 200 Amps is normal for a single family home and is considered adequate. 60 amp in a *single family* home is considered inadequate, but is often found in multi family or smaller condominiums and may be considered adequate in those instances.

Voltage is not measured and consequently not confirmed. 120/240 Volt Alternating Current (120/240 V AC) is presumed in this area. Voltage can vary around but is always close by this number



Distribution: Conductor Capability



I inspected the wiring and where observable found the conductor capability to be functional. Any concern is noted

Grounding/Bonding: Overview

Grounding observed at panel



Grounding systems provide a pathway to the earth for high voltage from lighting strikes, electrical surges, and help stabilize the electrical system voltage to earth during normal operation. The grounding system also helps to clear electrical fault current should metal components (like electrical panels and conduit) accidentally become energized.

Poor grounding at any point can result in a person providing a more effective route to ground than the *intended* ground, resulting in electrocution.

Functional grounding is required for electrical safety and may in a modern building be multi-faceted. Often the end attachment point to a grounding location is not visible.

Any gas piping should also be connected (ie bonded) to this grounding system as well, and this may not be visible as well.

Concerns if observed are as noted below.

Grounding/Bonding: Grounding was functional for the age of the home

I observed that there was grounding installed in the home that appeared to meet historic requirements as applicable. Electrical practices have changed over time and if any upgrades are planned, the system may need to be made compliant with these new standards.

Grounding/Bonding: Grounded to water supply

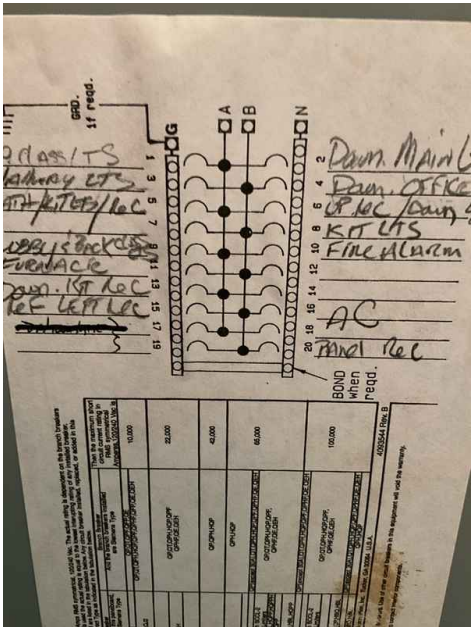
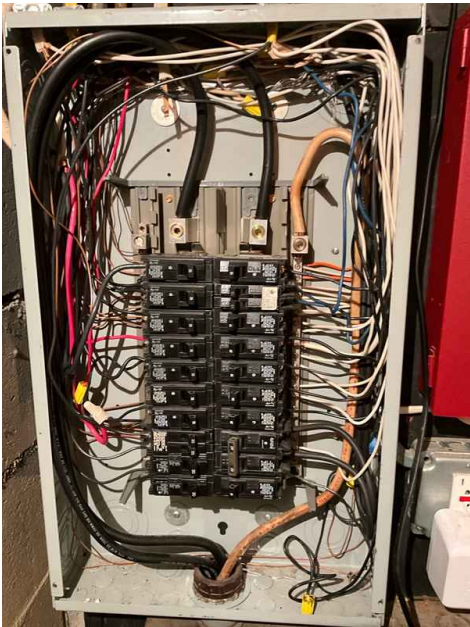
Observed that the electrical service is grounded to the supply side of the water main. It is common practice to also connect this ground across the meter to the dwelling water pipe system.



Main (Sub) Distribution Panel : Inspected Main Panelboard & Breakers



I inspected the main electrical panelboard and over-current protection devices (ie circuit breakers/fuses). Any concerns are noted elsewhere in this report
Note: This main panel is actually a sub panel due to the configuration. However, it is your "Main" panel.



Main (Sub) Distribution Panel : Panel Feed

Copper, 3 conductor, Grounded to Supply direct

Main (Sub) Distribution Panel : Location

Basement, Utility Room

Main (Sub) Distribution Panel : Manufacturer

Siemens

Ground Fault Circuit Interrupter (GFCI) Receptacles: Locations

Basement, Exterior



All *accessible* GFCI outlets were inspected by tripping using the 'Test' button. This is required of a Home Inspector. The above lists the found *actual* GFCI receptacles, not GFCI *protected* receptacles.

Electricity is always seeking a path to ground. An appliance safely and conveniently provides this. Current normally returns to ground over the neutral wire. The GFCI breaker detects anomalies such as when current is following an alternate path to ground (e.g. through you). That is how they work. If some electrical fault does provides **you** as that path to ground, without a GFCI the consequences could be fatal.

They were introduced in the 70's on bathrooms and exterior locations, and later in the 80's in kitchens. They have nowadays become code mandated on virtually all circuitries.

If GFCI receptacles are not present where advised or do not now function correctly, that is noted in the appropriate report section.



Recommend testing ALL ground fault circuit interrupters (GFCI) receptacles and circuit breakers (if installed) as per the manufacturers suggestions. Simply press the 'TEST' button. If it is operating correctly it will audibly 'click' when it trips. Reset a receptacle by pressing the 'Reset' button. Reset any breaker (push the lever away from the center then back to the 'on' position) to restore electricity. If the receptacle/breaker does not trip, recommend replacement by a licensed electrician for electrical safety.

Note: After 10-15 years or so, the sensitive circuitry inside a GFCI begins to 'wear out'. Regular testing as above or replacement on this timeframe is a recommended practice that will ensure full protection.

Polarity and Grounding of Receptacles: Tested



A representative number of receptacles were tested for functional grounding and polarity.

Branch Circuit Conductors and Wiring: Inspected



The branch wiring was inspected where visible looking for any significant deficiencies or defects that could be a fire and/or safety hazard.

Note that the majority of branch feeders are not visible due to being behind wall and ceiling coverings, insulation, etc.

I did not observe any *significant* inadequacies in the wiring system during my inspection unless otherwise noted in this report.



Branch Circuit Conductors and Wiring: Types

Copper, Non-Metallic Sheathed

Modern electric wiring that is visible in unfinished areas is colored according to the intended usage. This wiring is termed Non-Metallic Sheathed. General circuits of this type are white, heavier duty circuits such as the kitchen and bathroom are yellow, while orange is reserved for extra heavy duty such as an air conditioner or some electric water heaters. This type of wire is nowadays universally copper.



Dryers, ranges and ovens have special heavier gauge wiring. This type of wiring is very commonly stranded aluminum but can also be stranded copper

Wiring conductor types (ie copper or aluminum) are normally only visible in a service panel. As observed the wiring in the service panel appeared to be as checked in this comment. Other areas are unknown.

Arc Fault Circuit Interrupters (AFCI): AFCI



This dwelling does not have AFCI Protection against irregularities in the electrical supply (such as arcing or loose connections). Electrical fires are not common but do have a significant history. It is estimated that about one third of fires are caused by arcing faults. Normal circuit breakers are not capable of detecting arc faults and therefore cannot shut off the circuit.

Protection helping prevent such incidents is provided by AFCI breakers installed at the main service panel.

These are mandated by modern practices, but there is no backward compliance required unless upgrading major electrical components.

However as they afford enhanced protection against some electrical defects, their installation is an option for homeowners without them.

Comments: Electrical system was inspected

I inspected the electrical system over a wide ranging series of physical locations. The scope of the inspection is restricted to a limited sampling of a representative number of electrical components.

Any noted electrical deficiency should be regarded as serious and remediation is recommended before closing. This may require further evaluation by a licensed electrician.



Limitations

Polarity and Grounding of Receptacles

LIMITED SAMPLING USED

I do not test every receptacle or switch in a home. As per the Standards of Practice I only test and report on "...a representative number of interior and exterior receptacles."

It is possible for a defect to go undetected in a home inspection, which is neither exhaustive nor invasive. Many receptacles are hidden or behind personal items

Polarity and Grounding of Receptacles

LOCATIONS OF CONCERNS

In a home inspection we are not required nor do we attempt to test every receptacle or fixture. In many instances occupants personal belongings conceal fixtures.

As a consequence we cannot definitively say where such concerns are located as there may be others not seen or tested. Once any electrical issue of concern is found, it is recommended a licensed electrician tests **every** receptacle or fixture to determine the scope of the necessary repairs in the event the representative sampling does not encompass each individual item.

Branch Circuit Conductors and Wiring

ELECTRICAL WIRING HIDDEN

Much of the electrical wiring is hidden beneath insulation, and floor, wall and ceiling coverings. I cannot inspect these areas.

Branch Circuit Conductors and Wiring

CABLE/TELEPHONE/ALARM

Cable, satellite, telephone, computer related, inter communication and/or alarm systems are not inspected. These are not involved in any safety concern. Evaluating these systems is beyond the scope of a home inspection. Their condition is unknown, and they are excluded from this report.

Branch Circuit Conductors and Wiring

220/240 V RECEPTACLES

220V/240V receptacles are not tested for functionality or polarity, as they can not be tested with a standard receptacle polarity tester. Only visual deficiencies will be reported on with relation to these receptacle(s).

Arc Fault Circuit Interrupters (AFCI)

AFCI CIRCUITS ARE NOT INSPECTED

The Home Inspector shall not be required to test or operate Arc Fault Circuit Interrupters if installed per the Standards of Practice.

Testing/tripping these breakers shuts down power to the circuit(s), which resets modems, routers, PC's, clocks, etc.

Observations

6.1.1 External

CIRCULAR METER BOX

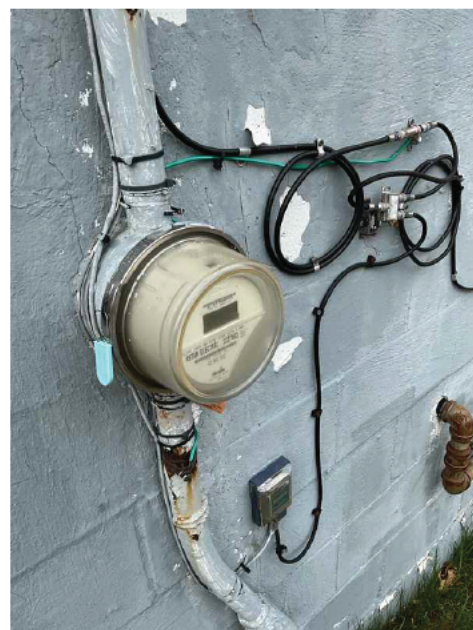
Observed an older type circular meter box.

This is indicative of old/original wiring. In general approaching 50 years old.

Due to age, recommend reviewing this electrical service and upgrading where necessary for safe electrical service..

Recommendation

Contact a qualified electrical contractor.



6.1.2 External

WEATHER HEAD DRIP LOOP INADEQUATE

Concerns

Observed the weather head is not mounted at least 6 inches above eye-bolt connection.

This helps to create a proper drip loop and prevents water penetrating the service entrance cable which can lead to moisture and rust in the service panel.

Recommend re-configuring weather head

Recommendation

Contact a qualified electrical contractor.



6.2.1 Distribution

FUSED MAIN DISCONNECT

Concerns

Observed the main disconnect is an older fused type.

Although not inherently of concern as inspected, these are no longer considered good practice. Some insurance companies will require these type of installations to be upgraded.

Recommend upgrading to a modern circuit breaker type disconnect at this location if found necessary.

Recommendation

Contact a qualified electrical contractor.



6.3.1 Grounding/Bonding

JUMP ACROSS WATER METER

Concerns

WATER SERVICE

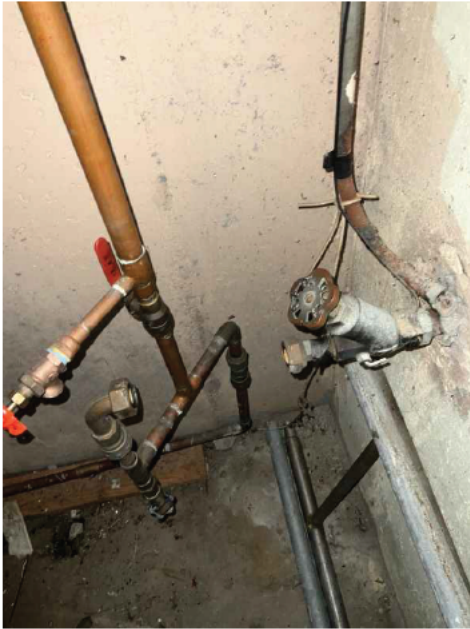
There is not an adequate grounding connection at the water meter.

The meter can act as an insulator and must be physically jumped by an appropriate grounding wire.

Recommend installing a ground jumper at the water meter

Recommendation

Contact a qualified electrical contractor.



6.4.1 Main (Sub) Distribution Panel

NEUTRAL/GROUND SEPARATION

SUB PANEL

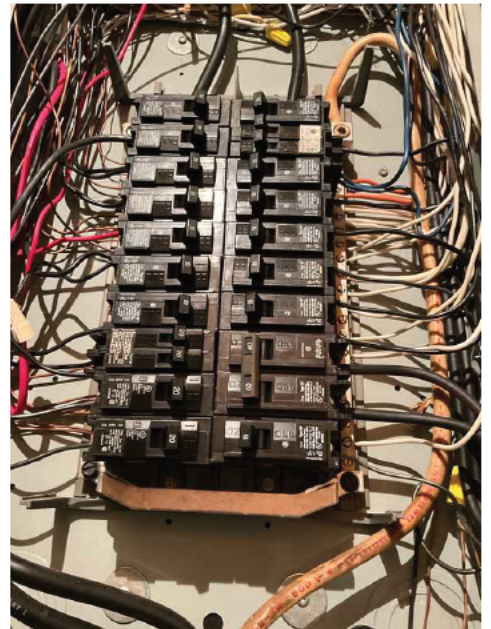
Observed the neutral and ground wires are not located at different termination points in the sub panel as per current best practices

This is improper

Recommend sub panel be configured correctly



Concerns



6.4.2 Main (Sub) Distribution Panel

NEUTRAL WIRES

MAIN PANEL



Concerns

Observed more than one neutral wire (termed a 'grounded conductor' and almost exclusively the white wire) at a single connector. While a common practice until definitively proscribed in 2002, it is nevertheless a known safety issue for older panels that were wired in this manner.

Panel manufacturers do not recommend this practice due to a potential over-voltage situation whenever circuitry is tested. In addition multiple connections have the potential to work loose over time.

Recommend repairs.

The relevant reference is:

408.41 Grounded Conductor Terminations

Each grounded conductor shall terminate within the panelboard in an individual terminal *that is not also used for another conductor.*

(Note that the ground (bare) wires are allowed multiple connections)



6.4.3 Main (Sub) Distribution Panel

OVERWIRED

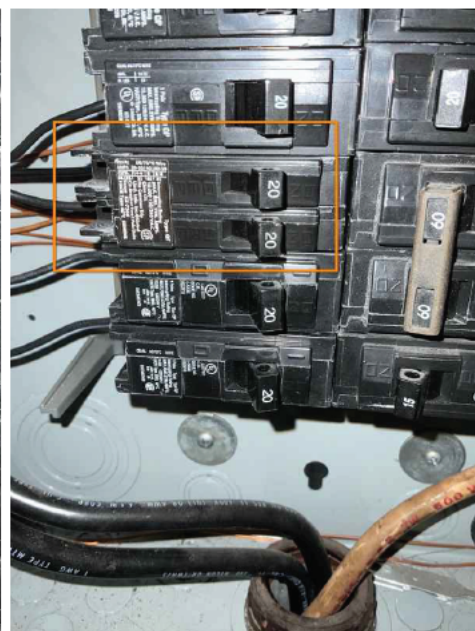
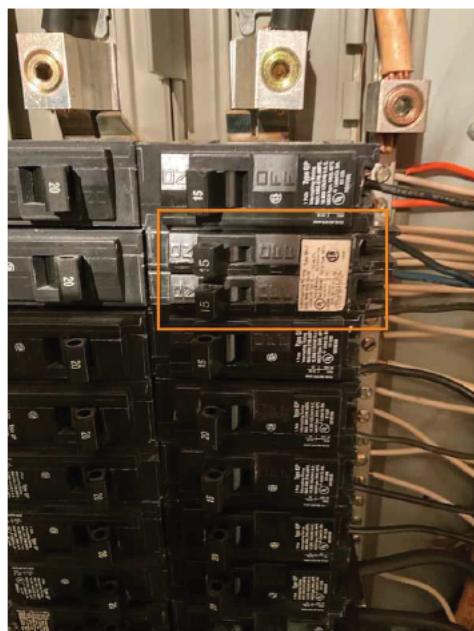
The distribution panel is overly filled with wiring in the inspector's opinion.

This is a potential electrical safety hazard.

I recommend review by a licensed electrician and any repairs deemed necessary.

There are 2 piggyback connections.

The manufacturer does not specify tandem breakers for this panel.



6.4.4 Main (Sub) Distribution Panel

INCORRECT PANEL SCREWS



Observed the screws are incorrect.
They have sharp ends that can pierce electric wiring and do not adequately secure the cover.
Recommend replacing with manufacturer specific screws



6.9.1 Comments

ELECTRICAL SYSTEM - MARGINAL

 Major Concerns

There exists concerns of the electrical system as outlined in this report, They warrant closer examination by a licensed electrician. Note that electrical items are reported on in many report sections.

The listed deficiencies may not fully describe the inadequacies and potential safety hazards present.

It is strongly recommended to have a licensed electrician examine the entire electrical system and make all changes necessary to bring the electrical system into compliance with the National Electrical Code.

Recommendation

Contact a qualified electrical contractor.

7: PLUMBING SYSTEM

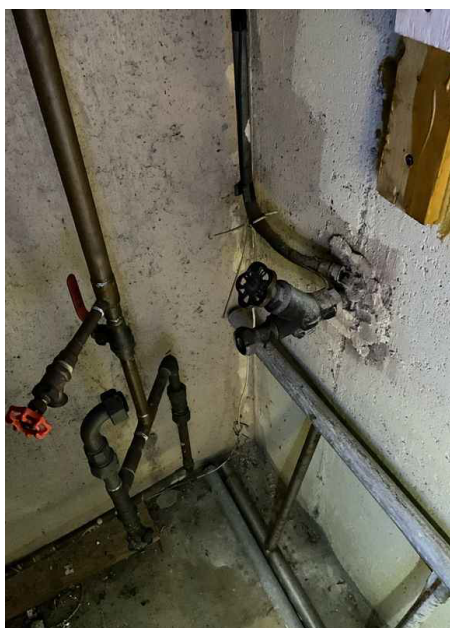
Information

Service Entrance: Location of the main shut off valve.

Basement



The main water shutoff valve was located, but not operated as per the Standards of Practice.



Service Entrance: Service entrance piping

Galvanized Steel

The type of piping from outside the home for domestic water.

Service Entrance: Water Source

Public

Service Entrance: Corrosion on fittings



Corrosion is often observed on pipe fittings. This is an indication of active/past water leakage whereby mineral deposits have been left behind.

TIP!

These commonly self-seal and it is often more advisable to leave alone rather than attempt repairs unless more comprehensive upgrades are contemplated.

Service Entrance: Steel Pipe



For Your Information Observed water line entering basement is likely galvanized steel pipe. This type of piping does not have an indefinite service life due to **internal** rust and corrosion (The galvanizing protects the outer surfaces from rust). I am unable to determine the age of the piping now present, but suspect it is the original. The anticipated service life is approximately 50-70 years. Installation of this type pipe was generally discontinued in the 1970's, although I have seen it on a 1988 built house.

While there were no problems observed at the time of the inspection I recommend you become informed about this by contacting the seller and/or the local water utility before assuming ownership.

The water line from here out to the street is the responsibility of the water department in many water districts, but not universally.



Water Distribution:Visible Piping

Copper



Visible portions of the internal water distribution pipes were inspected looking for leaks or other significant deficiencies. The majority of piping that was observed at the inspection is noted above. Other plumbing materials may be present but were not observed. Supply from any shutoff that then connects to plumbing fixtures is not categorized,

Reportable conditions observed at the time of inspection are noted in this report.

Water Distribution:Active supply leaks

I did not observe any indications during my inspection.



If active water leaks were observed they will be reported on in the appropriate section of this report

Water Distribution:Piping Support and Insulation

Where visible support was functional, Uninsulated piping

Home Inspectors are required to Observe and Report On: "...Piping supports and insulation"

Water Distribution:No Water Filters or Treatment

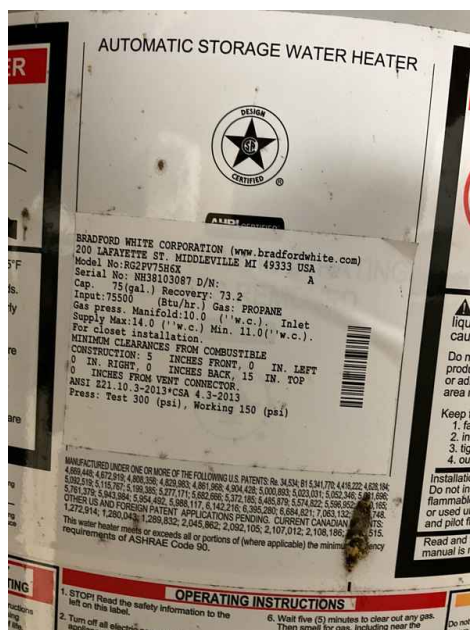
There were no observed items of this type.

Domestic Hot Water: Type/brand

Storage - Gas, BRADFORD-WHITE



The exterior of the water heater was inspected. Any concerns are as noted.



DWV Piping: Types

Copper, Not visible



The most common modern drainage/vent piping is PVC. This is short for Poly Vinyl Chloride and is the reliable, larger diameter white piping readily observable in most basements etc.

Less common but equally reliable is ABS. This is short for Acrylonitrile Butadiene Styrene and is either black or sometimes a dark grey.

PVC and ABS can be used interchangeably, but correct procedures must be followed during installation as they use different "glues".

Cast Iron, Galvanized, Brass or Copper drains are an indication of older (approx. 50 yrs +) installations in residential homes.

Lead is rarely found but is similarly an indicator of a much, much older installation.

DWV Piping: Support and Insulation

Functional, Uninsulated



Home Inspectors are required to Observe and Report On:

2. The drain waste and vent system:

- a. Piping, including supports; and
- b. Traps; drain, waste, and vent piping; piping supports and **pipe insulation**.

Gas Piping and Distribution Systems: Gas piping was inspected



I inspected the readily accessible and visible gas piping and have noted any found concerns.



Limitations

Service Entrance

WATER OFF

Water was turned off. Plumbing cannot be examined for leaks.



Service Entrance

LIMITED SCOPE

As per the Standards of Practice

- 6.04 (5) (d) Exclusions: The Inspector shall not be required to:

(3) Report On the adequacy and/or the efficiency of the in place systems to provide sufficient hot water to the dwelling, sufficient water supply, or drainage for the dwelling;

- 6.04 (5) (d) (6) a. The exterior hose bibs; b. Fire suppression systems; c. irrigation systems; d. water quality; e. Wells and their related equipment; f. Foundation sub drainage systems; g. interior of flue linings; h. Underground utilities, pipes, buried wires, or conduits; and i. Water conditioning and filtration components and Systems. j. Operate any laundry equipment, including washing machines and dryers.

Water Distribution

NOT ALL WATER SUPPLY PIPING CAN BE INSPECTED

The inspection was restricted because not all of the water supply pipes were exposed, readily accessible, and observed. For example, most of the water distribution pipes, valves and connections were hidden within the walls. In addition, some may be hidden by insulation, stored items or clutter

Water Distribution

EXTERIOR FAUCETS ARE EXCLUDED

As per the Standards of Practice, the inspector is not required to:

Observe, operate, or Report On:

- a. The exterior hose bibs;
-

Domestic Hot Water

DOMESTIC HOT WATER OFF

The water heater was not turned on. Recommend verifying proper operation, including pressure and flow, before closing

DWW Piping

NOT ALL DWW PIPING CAN BE INSPECTED

The inspection was restricted because not all of the pipes were exposed, readily accessible, and observed. For example, most of the drainage pipes were hidden within the walls.

DWW Piping

EXTERNAL DRAINAGE IS NOT INSPECTED

As per the Standards of Practice the drainage (ie sewer) piping after exiting the house is not inspected. Specifically the Home Inspector is not required to report on "...Underground utilities, pipes, buried wires, or conduits; ". inspection and examination of these items is a specialist undertaking.

DWW Piping

TUB AND SINK OVERFLOW

Tub and sink overflows are not tested for functionality due to the very high likelihood the gaskets will leak. Care should be exercised in filling tubs to not allow water into the overflow. While they will likely drain away the bulk of water, some amount of leaking should be anticipated as these features are rarely used in practice. Again, **it should be assumed these overflows will not be water tight.**

Incidental damage is far preferable to major internal flooding.

Gas Piping and Distribution Systems

NOT VISIBLE

The gas piping is not visible in many areas due to obstructions

8: OIL BURNER

Information

Overview: Attached Appliance and Location

Furnace



I inspected the exterior elements of the oil burner. These devices are integral with their unique attached appliance.



Overview: Manufacturer/Age

Beckett, Original to furnace



The anticipated life span of an oil burner is approximately 20-25 years. Newer models may be more energy efficient and reliable.

Age is derived from data plate affixed to the appliance if available, otherwise a judgement based on observation is made.



Observations

8.1.1 Overview

NO SERVICE HISTORY

HEATING APPLIANCE

There was no evidence posted regarding **recent** (ie last 2 years) service history posted at the heating appliance/oil burner.

According to Department of Energy guidelines, failure to adequately maintain oil fired appliances can reduce operating efficiency by up to 10%.

Recommend inquiring of seller of any documented servicing. If none, recommend having the burner and appliance serviced.



9: HEATING/COOLING - FURNACE

Information

External Cooling Equipment: Overview



The external components were inspected. The external unit is known formally as the condenser, but compressor is also in common use.



External Cooling Equipment: Condenser Manufacturer

YORK

External Cooling Equipment: Approximate Age of Exterior Unit

27

Age is derived from data plate affixed to the appliance

The generally anticipated life of the external air conditioning components is approximately 15 years.

External Cooling Equipment: Approximate Cooling Capacity

Five Ton

A inexact but generally reliable rule of thumb is 1 Ton for each 1000 sq feet of interior space.

External Cooling Equipment: Winter information

TIP!

It is important to remember to shut down central air conditioning systems during cold weather. Suggest turning off electrical power/circuit breaker from November to April. The compressor may be damaged if it is operated when outside temperatures have not been above 55 degrees Fahrenheit for several days.

TIP!

Use of a winter cover is not required by any manufacturer. These units are designed for exposure. Starting the unit while covered may cause permanent damage.

External Cooling Equipment: Older R-22 based unit



The AC unit or units observed at the inspection utilize an outdated refrigerant known as R-22 - often known by its trade name Freon. Environmentally harmful, manufacturing was discontinued in 2010.

Now a scarce product with dwindling availability, the current cost of a repair requiring charging the system can involve a crippling re-charge fee that makes replacement with a modern unit an economic choice. Most HVAC contractors will warn against major repairs to these now obsolete units.

External Cooling Equipment: Consumer - Appliance end of life information

As any external condenser approaches 15 years of age, it can be considered as nearing the end of its design/service life, and replacement should be anticipated.



TIP!

A consumer's rule of thumb; if a repair estimate exceeds 25 percent of the replacement cost of an item, that is, heating system or major appliance, replacement is recommended.

Internal Cooling Appliance: Overview



The cooling system air handler is integrated with the heating section. It has no moving parts, as air movement is provided by the heating section. In this region, it is situated after the furnace.



The coil inside this air handler (generally referred to as an A-coil due to its shape) collects dirt over months and years of service. A clean filter prevents the evaporator coil from soiling quickly. In time, however, the evaporator coil will still collect dirt. This dirt reduces airflow and insulates the coil, reducing its ability to absorb heat. To avoid this problem have it professionally cleaned as is necessary if system performance is in question.

To test the efficiency of an a/c unit, the temperature differential between the air being drawn in and the conditioned air being distributed throughout the house should be around 18 degrees (between 14 and 22 is acceptable)

Air conditioners operate best when the humidity is lower. It is sometimes more energy efficient (during spells of high humidity) to keep an air conditioner on at a slightly higher temperature than to turn it off. This allows the unit to control humidity, which enhances unit efficiency.



Do not close off vents to unoccupied rooms to make *occupied* rooms 'colder'. Closing off vents can create a pressure imbalance within the system that can reduce its effectiveness.



Internal Cooling Appliance: Manufacturer

Not determined

Internal Cooling Appliance: Age

Likely same as external

Internal Cooling Appliance: Condensate discharge

Into condensate pump



Where visible I inspected the condensate disposal system for indications of incorrect function.

Condensate leaking can cause significant damage to internal components. During a home inspection we may not be able to view the final destination of the condensate due to finished conditions and obstructions. Any concerns are noted below.

Internal Cooling Appliance: Appliance is R-22

This interior air handler is only rated for R-22 gas. When the external unit is replaced, it will also likely require replacement as well.

 This will affect the cost of such an upgrade.

It may be 'Field possible' to upgrade the external compressor to the new 410A gas without upgrading the internal appliance, but you should consult your HVAC technician for definitive advice. Here is a link to a website that elaborates and defines the issues. [R-22 with R-410A compatibility](#)

Internal Heating Appliance: Overview

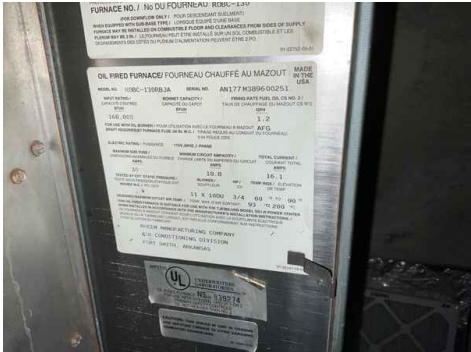


I inspected the furnace.

The heat source in this system is a furnace. A flame acts upon a heat exchanger which in turn has house air circulated over it providing heated air to the dwelling. This is a forced warm-air heating system that uses a blower fan to distribute air through the ductwork or by convection from room to room.

Furnaces can use natural gas, propane or oil as the fuel source.

Oil furnaces can often be converted to gas if desired, but not the reverse.



Internal Heating Appliance:
Manufacturer
RHEEM

Internal Heating Appliance:
Location
Basement

Internal Heating Appliance: Age (years)
28

Age is derived from data plate affixed to the appliance
Furnaces have an anticipated lifespan of 20-25 years

Internal Heating Appliance:
Provides conditioned air to
House

Internal Heating Appliance: Type
Oil Fired

Internal Heating Appliance: Age Concern - Oil Furnace



Most oil fired furnaces have a life expectancy of approximately 30 years. Your furnace is approaching this juncture. All furnaces have a heat exchanger which is designed to keep the oil or gas fire separate from the air stream while it heats the air. Older furnaces can develop holes or cracks in the heat exchanger that can then allow smoke and combustion gases to be mixed with the heated air and be distributed thru the house. This would be an unsafe condition. I did not see any signs of furnace inadequacy.

It is impossible to predict the ultimate lifespan of any furnace. As any man made appliance approaches 30 years of age, it can be considered as nearing the end of its design/service life, and replacement should be anticipated.



A consumer's rule of thumb; if a repair estimate exceeds 25 percent of the replacement cost of an item, that is, heating system or major appliance, replacement is recommended.

Flue Pipe Exterior: Flue was inspected

Metal into Chimney



I inspected the flue visually. It is beyond the scope of a home inspection to dismantle a flue for inspection

Automatic Safety Controls: Inspected



I inspected to the extent of determining visible automatic safety controls are in place. Automatic safety controls are observed, but are NOT tested during a limited visual inspection. They should only be tested by a qualified professional with the capacity to repair if they fail to reset after many years of prolonged inactivity.

NOTE: Gas fired heating appliances are not now required to be equipped with a remote disconnect switch. Oil fired appliances are still required to have them.

Distribution: Overview

Integrated/concealed; insulated; rigid and flexible ducting



I inspected the distribution of conditioned air in the dwelling, and described its type and insulation methods. Any concerns are noted below.

Distribution: Cleanliness of Ducts



By its nature air flows through the central heating system duct work. Any hair, dust, lint or debris will enter the return ducting but in a well maintained system will be intercepted by the filter. Even though a dusty, dirty return is present, the air coming from the supply ducts will be cleaned by the filter.

Return ducts can usually be identified by lack of directional capacity (ie just louvered vents) and often accumulated dust on those louvers

Normal Operating Controls: Thermostat

Lower level, Upper level



Thermostats are only inspected to the extent they correctly communicate with the heat/cool appliance.

Filter: Type/Location**Disposable, Basement**

The filter sits between the air return duct and the heat chamber, BEFORE the room air enters the furnace. It may be at the furnace or in a return grill in a hall/bedroom etc.

The air flow arrow will point towards the furnace, not away from it. Filters are omnidirectional and the arrow normally points in the direction of a physical restraint (metal or cardboard mesh) that prevents the filter from being sucked into the return plenum.

The filter is not only important to the health of the occupants of the home, but is crucial in keeping the operating components of the air handler clean and operating efficiently.



Any disposable air filter should be checked every month and replaced when dirty or as indicated by the manufacturer. At a minimum it is suggested you change the filter at the beginning and middle of each seasonal usage pattern. More frequently if pets are present, or any other conditions conducive to extra dust in the dwelling

Filter: Size

16x25x1

Limitations

External Cooling Equipment

WINTER LIMITATION

The central air-conditioning system could not be checked due to low outside temperature. The compressor may be damaged if it is operated when outside temperatures have not been above 55 degrees Fahrenheit for several days. Recommend verifying proper operation prior to closing.

Internal Heating Appliance

ADEQUACY OF SUPPLIED HEAT

A home inspector is not required to determine whether the amount of heat supplied to either a room or the dwelling is sufficient. Such knowledge may require extended operation or technically complex methods. The relevant section from 266 CMR 6 (f) (3) is ...[not required to]..Report On the adequacy or uniformity of the in place system(s) to heat the dwelling and/or the various rooms within the dwelling;

Internal Heating Appliance

HEAT EXCHANGER IS NOT INSPECTED

Exclusions. Including but not limited to 266 CMR 6.04(7)(e)1 through 7., the inspector shall not be required to: 1. Test and/or inspect the heat exchanger. This requires dismantling of the furnace cover and possible removal of controls

Internal Heating Appliance

NOT AVAILABLE FOR OPERATION. COULD NOT DETERMINE FUNCTIONALITY

Normal Operating Controls

THERMOSTAT NOT REMOVED

Due to potential damage to the item, I do not remove thermostats to detect possible battery corrosion. This is a regular homeowner maintenance item and should be performed at least annually before the heating season.

Observations

9.1.1 External Cooling Equipment

END OF LIFE - WINTER



Concerns

Although we could not operate the appliance due to the temperature, it's age should be considered. The appliance has exceeded its life expectancy and is fully depreciated.

Repairs are likely needed in the near future.

Recommend anticipating replacement.

9.4.1 Flue Pipe Exterior

REFRACTORY CEMENT INADEQUATE

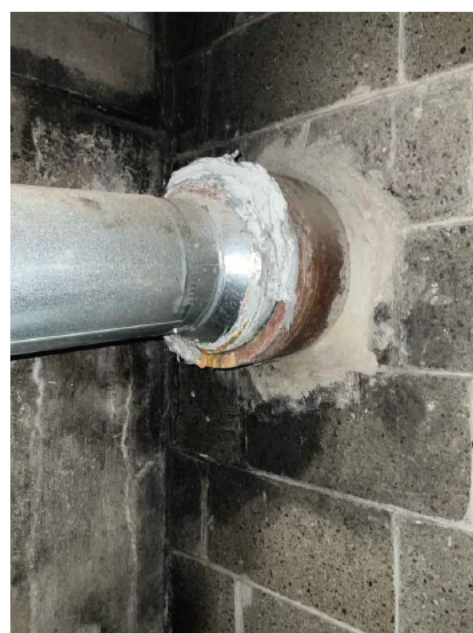


Major Concerns

Observed refractory cement around flue pipe is cracked or otherwise inadequate at the chimney.

This is a hazard as combustion gases can be introduced to the living space.

Recommend inspection and any needed repairs.



9.8.1 Filter

DIRTY



Suggestions

HEATING APPLIANCE

Observed the filter is clogged and is dirty.

A dirty or clogged air filter restricts the air flow through the system and can cause reduced efficiency and potentially damage the equipment.

Recommend a new filter



10: HEAT SOURCE

Information

Information: Type

Oil (internal tank)



The most widely used sources in this region for home energy are gas (natural or propane) and oil - usually using some form of boiler or a hot air furnace.

Energy efficiency is now one way gas - natural or propane - has distanced itself from oil as the preferred/economical source. Modern gas fired appliances can achieve energy efficiency ratings approximately 10-12 percentage points greater than oil, making them the economical choice. However recent advances in oil formulation (biofuel up to 20%) and oil efficiency technology may make oil worthy of further investigation

The other source likely to be found in this region is an electrically heated home. Traditional electric baseboard as well as electric furnaces, heat pumps and geo-thermal installations may be sources. Some of these may have financial and tax incentives attached. The high cost of electricity did push this type out of favor in this region. However, this is now favored by environmentalists as a clean renewable energy alternative.

Dwellings heated purely by wood, wood product or coal are not common.

Information: Primary Appliance

Hot Air Furnace

Information: Primary Delivery System

Forced Hot Air - Ducted

Information: Supplemental

None

Information: Is there a heat source in every room?

Not Determined - Obstructions



Home inspectors must report : "The absence of an *installed* heat source in habitable rooms including kitchens and bathrooms; "

Information: Homeowner's Responsibility



Most heating systems in houses are relatively simple in design and operation. They consist of four components: fuel supply, heating appliance, controls and heat distribution system. All of these components are referenced and described in this report.

The adequacy of heating is often quite subjective and depends upon occupant perceptions that are affected by a multitude of factors, many which are personal in nature.

It's your job to regularly monitor the heating system's performance throughout the heating season and get it inspected and serviced regularly, especially oil fired systems and modern hi-efficiency appliances. These generally require specific annual maintenance, although such maintenance is always advisable for any heating system.

Limitations

Information

SIZE/ADEQUACY/UNIFORMITY OF SUPPLIED HEAT

As per 266 CMR 6 (f) A home inspector shall not be required to:.....

2. Collect engineering data on the size of the heating equipment and/or the size or length of the distribution systems;

3. Report On the adequacy or uniformity of the in place system(s) to heat the dwelling and/or the various rooms within the dwelling;

Such knowledge may require extended operation or technically complex methods.

11: BATHROOM UPPER RIGHT

Information

Interior Conditions: Location

Upper Level



Bathrooms are inspected for basic functionality. Concerns are as noted



Electrical: GFCI Protected Receptacle

No



I will attempt to trip all these receptacles and ensure they are functional and provide protection against electric shock. Bathrooms are wet locations and should have GFCI protection in receptacles.

GFCI protection may be provided by outlets in other locations. We will attempt to locate and note that.

Cabinets, sinks, fixtures and faucets: Sink not operated

The sink was not able to be operated at this location.
I could not inspect the operation of components.

**Ventilation: Inspected**

None



I inspected the operation of any installed ventilation.

Today a bathroom ventilation fan is regarded as best practice. These fans should terminate at an external hood with a back draft damper to prevent cold air, rain, snow, rodents and pests from entering the vent.



Today it is regarded as a good practice to have all bathroom ventilation fans controlled by a timer so they run for a period of time after bathing/showering to remove moisture laden air that remains after normal use.

A home inspector is required to '...identify the existence and/or absence of bathroom ventilation other than a window(s). '

Toilet: Type

Uses approximately 1.6 gallons per flush



The toilet was inspected. I attempt to flush toilets twice to determine functionality.

For health reasons toilets should be caulked where they meet the floor, and the securing bolts should be covered.

Toilets that use more than 1.6 gallons of water per flush are no longer sold and are recommended for replacement.

There was no water to test



Limitations

Interior Conditions

INSPECTION LIMITATIONS

Inspection is limited to visual conditions at tub/shower wall. Conditions behind finished surfaces are not accessible.

Observations

11.2.1 Electrical

NO ELECTRICAL OUTLET

BATHROOM

There is no outlet found in bath.

Bathrooms benefit from at least one outlet for general use

I recommend a GFCI receptacle be installed

Recommendation

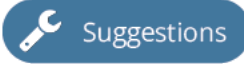
Contact a qualified electrical contractor.



11.4.1 Ventilation

SANITARY FAN

BATHROOM



There is no ventilation fan installed for the toilet *in its own space*.

This may allow unpleasant odors to enter the bathroom and home.

Recommend the installation of a bathroom ventilation fan to the exterior at this location.

Recommendation

Contact a qualified HVAC professional.

12: BATHROOM UPPER LEFT

Information

Interior Conditions: Location

Upper Level



Bathrooms are inspected for basic functionality. Concerns are as noted



Electrical: GFCI Protected Receptacle

Yes, Non-Functional



I will attempt to trip all these receptacles and ensure they are functional and provide protection against electric shock. Bathrooms are wet locations and should have GFCI protection in receptacles.

GFCI protection may be provided by outlets in other locations. We will attempt to locate and note that.

Cabinets, sinks, fixtures and faucets: Sink not operated

The sink was not able to be operated at this location.

I could not inspect the operation of components.

**Ventilation: Inspected**

Functional



I inspected the operation of any installed ventilation.

Today a bathroom ventilation fan is regarded as best practice. These fans should terminate at an external hood with a back draft damper to prevent cold air, rain, snow, rodents and pests from entering the vent.



Today it is regarded as a good practice to have all bathroom ventilation fans controlled by a timer so they run for a period of time after bathing/showering to remove moisture laden air that remains after normal use.

A home inspector is required to '...identify the existence and/or absence of bathroom ventilation other than a window(s).'

Toilet: Type

Uses approximately 1.6 gallons per flush



The toilet was inspected. I attempt to flush toilets twice to determine functionality.

For health reasons toilets should be caulked where they meet the floor, and the securing bolts should be covered.

Toilets that use more than 1.6 gallons of water per flush are no longer sold and are recommended for replacement.



Limitations

Interior Conditions

INSPECTION LIMITATIONS

Inspection is limited to visual conditions at tub/shower wall. Conditions behind finished surfaces are not accessible.

Observations

12.2.1 Electrical

GFCI FAULTY

BATHROOM

The GFCI receptacle is faulty.

It would not trip when tested. This is an electrical safety hazard.

I recommend a new GFCI receptacle be installed

Recommendation

Contact a qualified electrical contractor.



Major Concerns



13: BATHROOM LOWER

Information

Interior Conditions: Location

Lower Level



Bathrooms are inspected for basic functionality. Concerns are as noted



Electrical: GFCI Protected Receptacle

No

I will attempt to trip all these receptacles and ensure they are functional and provide protection against electric shock. Bathrooms are wet locations and should have GFCI protection in receptacles.

GFCI protection may be provided by outlets in other locations. We will attempt to locate and note that.



Cabinets, sinks, fixtures and faucets: Sink not operated

The sink was not able to be operated at this location.

I could not inspect the operation of components.

**Ventilation: Inspected**

None



I inspected the operation of any installed ventilation.

Today a bathroom ventilation fan is regarded as best practice. These fans should terminate at an external hood with a back draft damper to prevent cold air, rain, snow, rodents and pests from entering the vent.



Today it is regarded as a good practice to have all bathroom ventilation fans controlled by a timer so they run for a period of time after bathing/showering to remove moisture laden air that remains after normal use.

A home inspector is required to '...identify the existence and/or absence of bathroom ventilation other than a window(s). '

Toilet: Type

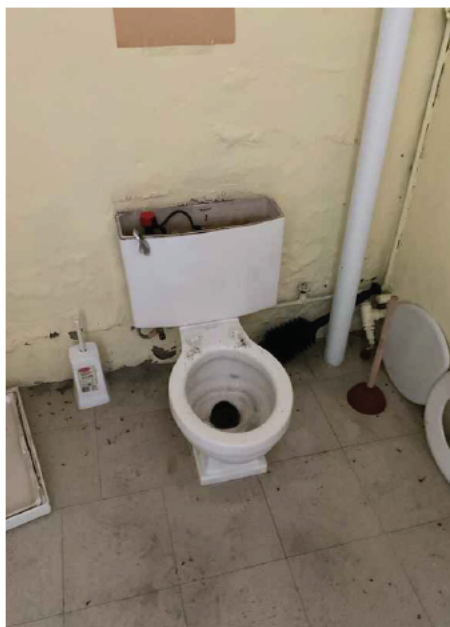
No water



The toilet was inspected. I attempt to flush toilets twice to determine functionality.

For health reasons toilets should be caulked where they meet the floor, and the securing bolts should be covered.

Toilets that use more than 1.6 gallons of water per flush are no longer sold and are recommended for replacement.



Limitations

Interior Conditions

INSPECTION LIMITATIONS

Inspection is limited to visual conditions at tub/shower wall. Conditions behind finished surfaces are not accessible.

Observations

13.2.1 Electrical

NO ELECTRICAL OUTLET

BATHROOM

There is no outlet found in bath.

Bathrooms benefit from at least one outlet for general use

I recommend a GFCI receptacle be installed



14: UTILITY

Information

Utility fixtures : Overview

Wood/Laminate



I ran the water at this sink and observed for leaks and adequate drainage.

I inspected the installation for basic functionality. Some wear and tear is expected with used cabinets.



Utility fixtures : Sink not operated



The sink was not able to be operated at this location.

I could not inspect the operation of these components.

15: BASEMENT

Information

General: Basement was inspected



The basement is where many dwelling systems and appliances are located and interact. It is inspected over a wide ranging number of areas, detailed below.



General: A note on structure

In general, with a regular Ranch or Cape style dwelling, the roof structure is supported by the foundation. It bears the full weight of the roof structure, its covering and all exterior walls. This is considerable tonnage and any settling or movement by the foundation can have an observable impact on the roof structure. While carpentry techniques *can* have an impact, a straight ridge line in the roof is often a testament to a stable foundation.

Internally, the load of all floors, ceilings, walls etc. is borne by the support inside the basement - usually a center girder held up by columns. Historically, this has been the weak part of the structure, and floor sagging evidenced by out of square doors can usually be traced to some flaw in the basement girder/column system.

This is why the basement is so important. It can give a clear picture of the homes basic structure.

General: Are there any abandoned oil tanks

No

Home Inspectors must report on "...The existence of abandoned oil tanks"

Stairs: Basement stairways were inspected



The stairway to the basement was inspected. These stairs do not necessarily comport with requirements for internal stairways. Only significant concerns regarding structure and safety are noted.

Foundation: Type

Poured Concrete, Concrete block



I inspected the visible foundation in the basement and reported as found.

Despite what may be written to the contrary, all foundations are likely to have moved. They are buried in the ground deep to resist movement, but some movement will always occur. Some is by the very act of installing tons of concrete or stone over a concentrated area, some is by natural movement of the surrounding ground. What we attempt to isolate in a home inspection is untoward movement that has potentially graver consequences.

Essentially moved rather than moving. *This cannot be definitively determined at a home inspection and may require observation over an extended period.*

Foundation: Concrete cracking



It is *typical* for concrete to crack. It will crack in walls and slabs. Most cracks will occur as part of the curing and drying process. Generally, these cracks will be more or less vertical. They are often at window and door openings or in long walls.

One misconception is that cracks *cause* basement leakage. While a crack is an entry point for moisture, the reality is that leakage is caused by inadequate external drainage. If cracks continue to chronically leak, epoxy injection is a good repair.

Windows: Basement Windows

Appeared functional



In a modern basement, the windows serve mainly to allow light to enter. Regularly closed for the winter and summer (with a dehumidifier in operation), they tend to be infrequently opened. Consequently they are often difficult to operate.

Their original intent was to provide both light and ventilation as needed. They are sometimes not provided in today's energy efficient homes.

Sub Floor: Structure

Frame Construction, Not fully visible



I inspected the sub floor for structural inadequacies.

Sub floor is the industry name for (basically) what we walk on in a house. The standard building technique in almost universal usage is called 'Frame Construction'. Any concerns noted below.



Insulation: Type

Fiberglass



Insulation was inspected for general condition, rather than efficacy.

The facing on common rolled insulation acts as a vapor retarder. (see that section for more detail). This facing is usually flammable and should not be left exposed. However, this is commonly found in anticipation of future basement finishing.

Only absence of insulation in the rim joist location is noted as a concern

Interior Walls: StructureWood, Drywall covering,
Panelling

I inspected interior basement walls and noted any concern

Exposed Girders: Type

Steel



I inspected the girders where readily accessible and visible.

Girders are a crucial support for the whole structure. Traditionally solid wood, they transitioned to assemblies of dimensional lumber and nowadays often to a manufactured assembly. Stability and structural strength has improved as these changes were implemented.

Steel beams may also be present.

**Exposed Columns: Type**

Steel



I inspected the internal support columns. These provide the final link in the chain of support for a dwelling. They take the load of the building that is not assumed by the foundation.

During a home inspection we cannot see the masonry structure under the column. This would normally be a significant concrete pad.

Any deficiency in a column should be regarded as serious and is recommended to be addressed

Chimney: Construction

Concrete Block



I inspected the chimney for structural adequacy as visible. I do not inspect them internally. Due to their weight, masonry chimneys extend down to the basement floor, usually resting on a significant masonry pad. This cannot be seen in a home inspection.

Chimney deficiencies are as noted

Floor: Type

Poured Concrete



The basement floor is integral in keeping moisture from entering the dwelling. Uncovered bare ground readily allows moisture to enter.

The basement floor does not have any structural value. Deficiencies are as noted

Floor: Concrete



It is not uncommon for concrete basement floors to develop cracks over time, although most will occur soon after the floor is cast in place. These are due to shrinkage and/or settling of the concrete. Recommend repairs as found necessary using a masonry epoxy. The floor has no significant structural function.

Moisture Penetration: Overview

Historic Evidence of Leaks



I inspected the basement for observable moisture penetration. Basement moisture penetration is of concern to most homeowners.

1. Given the right conditions, any basement can leak. No one can predict if a basement will leak in the future and, in many cases, it is not even possible to tell if a basement has leaked in the past. The best source of information about performance is the owner/occupant of the property and an accompanying disclosure. The most common cause of basement seepage is poor surface drainage. Stone foundations were never designed to be watertight. For that matter concrete and concrete block are both porous, as well. The best way to minimize seepage in any foundation is to keep water away from the exterior. *Positive slopes of 6-inch in 10-feet away from the foundation is a desirable grade.*
2. Just because a basement has not leaked significantly in the past does not mean it will never leak. Conditions change. Heavy downpours in some cases cause gutters to overflow even though the gutters are clean.
3. Certain landscaping features can also add to basement seepage. Flower beds planted adjacent the foundation and masonry patios, or driveways can encourage water entry along the foundation.
4. **Be sure to read the seller's disclosure and make a direct inquiry of owners regarding any history of a damp or wet basement.**

Moisture Penetration: Homeowner's Responsibility



One of the most common problems in a house is a wet basement or foundation. You should monitor the walls and floors for signs of water penetration, such as dampness, water stains, peeling paint, efflorescence, and rust on exposed metal parts.

In a finished basement, look for rotted or warped wood paneling and doors, loose floor tiles, and mildew stains. It may come through the walls or cracks in the floor, or from backed-up floor drains, leaky plumbing lines, or a clogged air-conditioner condensate line.

Moisture Penetration: Historic leaks



The basement presented indications that historically some moisture intrusion has occurred. There may be staining or efflorescence.

These items may have been addressed previous to this inspection, and you are recommended to inquire of the seller any further disclosures in this regard.

Efflorescence, particularly in a corner, may have been due to poorly configured downspouts, and as above this may have been corrected.

Efflorescence will remain on walls until physically removed. Mix equal parts vinegar and water in a bucket. Use a scrub brush/broom to scrub the walls where present.



Exit to the exterior: Overview

Insulated and weatherstripped



I inspected the method of exiting the basement to the exterior. **Functional operation** of these installations has energy efficiency implications and is a primary means of preventing rodent infiltration.

Vapor Retarders: Present in insulation



The insulation in the basement is faced, and acts as a vapor retarder.

These are materials that inhibit water condensation. In cold climates, water vapor collects in the attic or top level of a house as heat rises. Vapor retarders help to block water vapor from leaving the basement (where a dehumidifier can be used) and entering the attic.

Materials used as vapor retarders in basements are usually the facing on rolled insulation, but may also include specially-treated latex paint, polyethylene sheets and certain lumber.

Moisture introduced in a basement will very quickly migrate up into the attic as vapor. It is not uncommon for damp basements to be a factor in the formation of attic mold and mildew.

Dehumidifier: No dehumidifier observed in operation

I did not observe a dehumidifier in operation.

Basement Oil Tank : Inspected



The oil tank was inspected with any deficiency noted below.



Basement Oil Tank :Oil Tank fill level

Included here is a picture of the oil tank fill gauge for your information. If this is a real estate transaction you will likely be charged for the oil remaining on closing day

**Sump: No Sump observed**

I did not observe any sump or sump pump installation. Note that sumps pump groundwater, not septage

Limitations

General

APPLIANCES, DUCTWORK, PLUMBING AND/OR WIRING

Visibility in basement was obstructed by appliances, ductwork, plumbing and/or wiring

General

CLUTTER

The basement was cluttered. Accessibility was highly limited.

General

FINISHED (PART)

Partially finished basement obstructed viewing of structural components, including foundation walls, girders, columns, subfloor, sills and rim joist. Comments refer to area viewable in unfinished areas only

General

STORED ITEMS

Due to the volume of stored items in the basement, some areas were not accessible.

Sub Floor

GENERAL LIMITATION

Exclusions: the inspector shall not be required to:

1. Collect engineering data such as the size, span, spacing, species, section modulus, slenderness ratio and/or modulus of elasticity of the structural members;
-

Sub Floor

NOT VISIBLE

Covering prevented observation of structural components including rim joist, sill and sub floor. I could not determine their condition

Sub Floor

OBSERVATION OF WOOD DESTROYING INSECT ACTIVITY

Full assurance of the lack of visible wood destroying insect activity cannot be ascertained due to inaccessible areas. You may wish to consider further observation by a qualified individual if/when obstructions are not present.

Home Inspectors are not required to: "Observe and Report On Wood destroying insects, rodents and/or vermin unless specifically contracted for in writing"

Sub Floor

SUSPENDED CEILINGS

These prevent observation of the structure above. Suspended ceilings are not disturbed.

Floor

PAINTED/COVERING

Painted/covered basement floor can hide cracks or other items that would otherwise be noted or reported on

Basement Oil Tank

INACCESSIBLE

The oil tank was not readily accessible due to construction/stored items

Basement Oil Tank

NOT FULLY VISIBLE

Part of the oil tank was obstructed. Recommend inspection by qualified individual before closing.

Observations

15.1.1 General

MICROBIAL GROWTH

BASEMENT

Observed suspected microbial activity on items throughout the basement.

This is indicative of moisture presence and is a health issue

Recommend cleaning and disinfecting after moisture intrusion issues are corrected

Recommendation

Contact a qualified mold inspection professional.



15.1.2 General

SUSPECTED EXTERNAL UNDERGROUND OIL STORAGE

EXTERIOR

Observed suspected evidence (in the basement) of the historic existence of external underground fuel storage tanks. **These may or may not have been professionally removed with over sight from the local authority - often the Fire Department.**

These are no longer permitted and should be removed if still present. The owner of the property on the date of any incident discovery is liable for any costs associated with cleanup of any oil leaking into the ground.

Recommend complete and thorough investigation, including inquiring of the seller/owner any known history and contacting the local authority having jurisdiction. Recommend removing tank if still in place.

Recommendation

Contact the seller for more info



15.1.3 General

RODENT PRESENCE

BASEMENT

Observed evidence of general rodent presence in the basement.

This is a potential health issue.

I recommend cleaning and disinfecting as required.

Also recommend review by pest control professional.

Recommendation

Contact a qualified pest control specialist.



15.5.1 Sub Floor

FUNGAL GROWTH SUSPECTED

BASEMENT BASEMENT

Observed suspected microbial activity on structural members of the sub floor. I did not determine this is fungal or mold in nature.

Left unchecked this form of biological activity can compromise structural integrity, leading to significant costs in remediation.

Recommend further review towards eliminating the causes and repairing the structure.

Recommendation

Contact your builder.



Major Concerns



15.12.1 Moisture Penetration

HISTORIC LEAK EVIDENCE

BASEMENT

The basement shows evidence of past leaks.

Moist basements contribute to unhealthy conditions throughout the dwelling and are a prime cause of microbial activity in the dwelling. Basement moisture is conducive to wood destroying insect infestation.

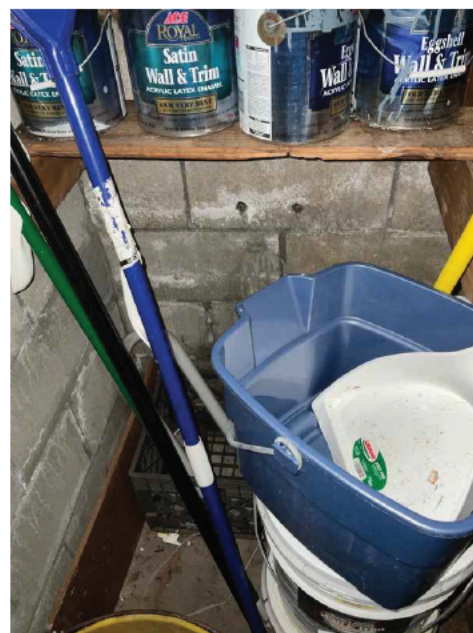
Recommend inquiring of seller any knowledge about these leaks. If unable to determine these are historic, recommend you consult a basement water infiltration specialist for further guidance.

Recommendation

Contact the seller for more info



Concerns



15.16.1 Basement Oil Tank

RUSTY

BASEMENT

Observed the oil storage tank is rusty.

There may be a potential for leaks.

Recommend wire brushing and painting with a rust inhibiting paint to help prolong its life until replacement.

Recommend review of tank by your oil supplier



Concerns



16: MISCELLANEOUS

Information

For Your Information: Septic Title V Inspection



Inspection of the septic system and piping that is at the exterior is beyond the scope of a home inspection. Recommend obtaining a copy of the Title V Septic System Inspection Report, including "as built" plans. Recommend reading and fully understanding the report.

If you have any questions, call the Title V Septic System Inspector and/or the local Board of Health for clarification.

It is the responsibility of the seller to obtain this report. However **you should be aware that this task must be completed in a timely manner, as closing cannot proceed until the report is in the possession of the relevant attorney.**



For Your Information: Smoke/CO/Heat Detectors



Massachusetts law requires that local Fire Departments issue a certificate certifying compliance with their current requirements concerning smoke, fire, heat and carbon monoxide detectors upon sale of any dwelling as determined by the local governing authority.

This law is stridently enacted by the local Fire Dept.

It is the responsibility of the seller to obtain this certificate. However **you should be aware that this task must be completed in a timely manner, as closing cannot proceed until the certificate is in the possession of the relevant attorney.**

Once in residence, it is recommend you test all installed detectors periodically. Batteries (including those detectors hard wired using batteries as backup) are recommended for change every year unless provided with long life lithium batteries. Smoke detectors and the like are regarded as having an anticipated life of 10 years, and are recommended for replacement at that time.

You should never hesitate to ask the local fire department for advice on the latest fire prevention techniques.

For Your Information: Confirm Permits



It is strongly recommended that it is confirmed with the municipality that all previous renovation work has been inspected by same and that all inspection, permits and repair requirements have been properly completed.

Failure to have in hand evidence of the satisfactory completion of renovations can cause significant issues with local authorities.

For Your Information: Lead, Asbestos & Building Codes - Built before 1960

Dwelling



Lead: This dwelling may have contained lead paint. Lead paint was in universal use as a paint additive until banned in 1978. Recognized as a toxic substance, any house constructed before this date can be considered to have used paint containing lead on most painted surfaces. Federal law regulates compulsory disclosure regarding "Any known information concerning the presence of lead-based paint..." upon sale of any residential property. It is the buyers responsibility to obtain this information. A home inspection does not test for lead paint. Lead paint inspection is not an inexpensive process and requires a certified professional.

Asbestos: It is possible that some materials or other components used in construction of this dwelling (eg heating systems, plumbing pipes, ductwork, floor or ceiling, insulation, etc.) may have ACM (Asbestos Containing Materials). ACM was in wide use in the building trade until the late 1970's. It offered enhanced durability and had excellent fire retardant properties. ACM can be a health risk under certain conditions. In many circumstances, leaving the ACM undisturbed is recommended. If required, ACM should only be remediated by licensed professionals. A visual inspection can NOT verify the absence or presence of asbestos. Only having suspect sample materials tested at a licensed asbestos laboratory can make this determination. We are NOT a licensed asbestos testing laboratory, NOR are we a certified or licensed ACM specialist or inspector.

Building Codes: Houses constructed before the standardization of building codes often employed unconventional framing methods and practices which do not conform to today's standards. Frequently, these and other defects such as hidden decay, wood destroying insect damage, etc., cannot be seen without dismantling or removal of surfacing materials, but may be revealed by subsequent removal during renovation or remodeling. Homes of this age may have numerous instances and areas that are not current in code requirements. This is not a new home and this home cannot be expected to meet current code standards. While this inspection makes every effort to point out safety issues, it does not inspect for code. It is common that homes of any age will have had repairs performed and that some may not be in a workmanlike manner. Some areas may appear less than standard. This inspection looks for items that are not functioning as intended. It does not grade the repair. It is sometimes common to see old plumbing or mixed materials. Sometimes water signs in crawlspaces or basements could be years old from a problem that no longer exists. Or, it may still need further attention and repair. Determining this can be difficult in a lived in home. Sometimes homes have signs of damage to wood from wood destroying insect infestation. Having this is typical and fairly common. If the home inspection reveals signs of damage you should have a pest control company inspect further for activity and possible hidden damage.

For Your Information: Items Not Inspected



A NUMBER OF ITEMS ARE NOT INSPECTED -

- fences.
- hot tubs and pools
- detached outbuildings
- storm doors and storm windows, screens
- refrigerators, washers, dryers or window air conditioners or any item that is not permanently installed
- any water treating installations
- low voltage systems - cable, telephone, alarm or intercom
- any external sewer piping, septic tanks or underground fuel tanks

There may be other items referenced in the Standards of Practice. Any reference to or comment on any of these items is to help you in furtherance of your knowledge of the home only.

Also of note:

- suspended ceiling tiles are not removed, as they are easily damaged, and this is a non-invasive inspection
- water and gas shut off valves are not operated under any circumstances
- any component or appliance that is unplugged or shut off is not turned on. Knowledge of the reason why is an unknown.
- inspectors do not disturb insulation, move personal items, panels, furniture, equipment, plant life, soil, snow, ice, or debris that obstructs access or visibility. (ie it is a non-invasive inspection)

In addition, many items are not part of the report:

- the causes of any recommended repair
- the methods, materials, and costs of corrections
- analysis or compliance with codes, ordinances, statutes, regulatory requirements or restrictions
- property lines, setbacks, rights of way, deeded accesses, property usage, deed restrictions, flood zone areas, wetlands, zoning or land use
- suitability for future alterations, additions, development or other changes to the property.
- the market value of the property or its marketability
- the advisability or inadvisability of purchase of the property
- any component or system that was not observable at the inspection
- the adequacy, design or efficiency of any system or component
- entry to any area dangerous to the home inspector or other persons
- environmental concerns such as, but not limited to
- Asbestos, lead, lead based paint, radon, mercury or carbon monoxide
- mold
- wood destroying organisms (termites, etc), cockroaches, rodents, pesticides
- fungus
- treated lumber or Chinese drywall.

For Your Information: How long will the [.....] last?



This has so many variables and is basically impossible to answer. But a Home Inspector resource has published this guide which appears to cover just about everything a home has. Linked here for your review.

[Life expectancy of Home Components](#)

For Your Information: Wood Destroying Insects/Pests/Wildlife Concerns - Pest Control Professional Recommended

Dwelling



Inspecting for, and reporting on the presence of wood destroying insects (WDI/organisms - including but not limited to; termites, powder post beetles, carpenter ants, carpenter bees, etc.) is beyond the scope of a home inspection, is excluded by the State of Massachusetts Standards of Practice, and as a consequence from this inspection as well.

Any comments made in this report in regard to any such concerns was done as a courtesy only, should not be viewed as an all-inclusive listing of activity, and requires further evaluation by a licensed pest control company.



While I take the opportunity while conducting an inspection to observe any visual indications of such concerns, nevertheless it is **highly recommended that you have a WDI-Termite inspection by a pest control professional prior assuming ownership.**

For Your Information: Cost Estimates



Cost estimates for recommended work are not included with this written report. During the inspection we may discuss estimates simply to place an item in context, but the onus is on you to obtain definitive pricing from qualified contractors.

Home inspectors in Massachusetts are specifically prohibited from providing them in this report.

(See: *Mass 266 CMR 6.06 Inspectors are prohibited from: ...(4) Determining the cost of repairs of any item noted in their Report...*)

I find estimates vary dramatically between contractors with different methods, work habits and profit goals. This makes it important that you obtain two or three estimates for any substantial repair or home improvement and that all estimates be based on identical specifications.

Please feel free to call if you have any questions regarding bids that might have been obtained because of information in this report. I am happy to help.

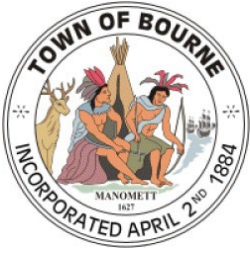
For Your Information: Usage of 'is' 'was' 'are' and 'we'



I have tried throughout this report to be consistent with the usage of identifying terms. But English can have multiple meanings for simple words.

The words 'is' and 'was' and 'are' are to be taken as referring to conditions found at the time of the inspection. The inspection is a past event and any number of conditions may have changed since then.

Any reference to 'we' is to be construed as referring to a singular entity - ie your inspector on the day



TOWN OF BOURNE

Select Board

24 Perry Avenue – Room 101
Buzzards Bay, MA 02532-3496
www.townofbourne.com



Phone: 508-759-0600 x1503

MARY JANE MASTRANGELO, CHAIRMAN
MELISSA FERRETTI, VICE CHAIRMAN
ANNE-MARIE SIROONIAN, CLERK
PETER J. MEIER
JARED MACDONALD

Barnstable, ss.

To either of the Constables in the Town of Bourne: Greetings

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of the Town of Bourne qualified to vote in elections to meet in

BOURNE VETERANS MEMORAL COMMUNITY CENTER – PRECINCT 1
BOURNE VETERANS MEMORAL COMMUNITY CENTER – PRECINCT 2
BOURNE VETERANS MEMORAL COMMUNITY CENTER – PRECINCT 3
BOURNE MIDDLE SCHOOL – PRECINCT 4
ST. JOHN'S PARISH CENTER – PRECINCT 5
ST. JOHN'S PARISH CENTER – PRECINCT 5A
ST. JOHN'S PARISH CENTER – PRECINCT 6
BOURNE MIDDLE SCHOOL – PRECINCT 7

Tuesday, the 21st day of May, 2024 at 7:00 o'clock a.m. until 8:00 p.m., then and there for the following purpose.

To cast their votes in the Election of Officers in the Town of Bourne for the following offices:

- 1 Moderator for one year
- 2 Select Board Members/Sewer Commissioners for three years
- 1 Town Clerk for three years
- 1 Constable for one year
- 2 Members, Board of Health for three years
- 2 Trustees, Jonathan Bourne Library for three years
- 3 Members, Planning Board for three years
- 1 Trustee, Veterans Memorial Community Building – Veteran for three years
- 1 Trustee, Veterans Memorial Community Building – Non-Veteran for three years
- 2 Members, School Committee for three years
- 2 Members, Recreation Authority for three years

Mary Jane Mastrangelo

Melissa Ferretti

Anne-Marie Siroonian

Peter J. Meier

Jared MacDonald

Barnstable, ss.

Bourne, Massachusetts

By virtue of the Authority vested in me, I have this day posted a true and attested copy of this warrant in the Bourne Town Hall, Bourne Middle School, Bourne Veterans Memorial Community Center, St. John's Parish Center, Sagamore Post office, Sagamore Beach Post Office, Monument Beach Post Office, Cataumet Post Office, Bourne Post Office, Pocasset Post Office and Buzzards Bay Post Office.

Dated this _____ day of _____, 2024

Constable

Received in the Town Clerk's Office _____

Barry H. Johnson, Town Clerk

**Select Board
Minutes of Tuesday, April 2, 2024
Bourne Veterans' Community Center
Buzzards Bay, MA
Or Virtually**

**TA Marlene McCollem
ATA Liz Hartsgrove**

Select Board

Mary Jane Mastrangelo, Chair
Melissa Ferretti, Vice Chair
Anne-Marie Siroonian, Clerk
Jared MacDonald
Peter Meier

Others: Erica Flemming, Finance Director (remote), and Michael Ellis, Town Accountant (remote), Katie Matthews, Recreation Director (remote), Fire Chief David Cody, Tim Lydon, Engineering Department (remote), Kara Galasso Garcia (remote), Joe Fraher (remote), Susie Perry (remote), Barry Johnson, Town Clerk (remote), Kris Jerome (remote), Ben Joyce (remote), Susan Ross (remote), and John York (remote, 8:37).

Note this meeting is being televised, streamed, or recorded by Bourne TV. If anyone in the audience is recording or videotaping, they need to acknowledge such at this time. Use of flash photography during Select Board meetings is prohibited.

If anyone from the public wishes to access the meeting, they can do so by calling the following conference line: **1-929-205-6099**.

Zoom Meeting ID: 869 5775 5505 Password: BOURNE

The Zoom Chat will not be monitored. Participants who wish to speak must raise the hand icon until the Chair asks them to unmute.

All items within the meeting agenda are subject to deliberation and vote(s).

7:00 PM Call Public Session to Order in Open Session

- 1. Moment of Silence to recognize our Troops and our public safety personnel.** – Peter Meier asked for all to remember former Congressman Bill Delahunt who recently passed away.
- 2. Salute to the Flag.**
- 3. Reading of the Vision and Mission Statements:**

Vision: Bourne is a proud community that embraces change while respecting the rich heritage of the town and its villages. It is a municipality based on strong fiscal government with a durable economy that recognizes the rights of all citizens, respects the environment, especially the coastal areas of the community and the amenities that it affords. Bourne embraces excellent education, and offers to its citizens a healthy, active lifestyle.

Mission: Bourne will maximize opportunities for social and economic development while retaining an attractive, sustainable, and secure coastline and environment for the enjoyment of residents and visitors. Through responsible and professional leadership and in partnership with others, Bourne will strive to improve the quality of life for all residents living and working in the larger community.

4. Report out from Executive Session.

Chair Mastrangelo reported that during the Executive Session meeting that was held before this meeting that they discussed the purchase of county land. She said that they did not take any formal votes in the session.

5. Community Shout Out & Recognition.

Chair Mastrangelo said that this is a new agenda item, and since it is the first time, there is a long list:

- Shelby Palmer for organizing the annual Easter egg hunt.
- From Bourne Youth Baseball to DPW for an awesome job prepping the baseball fields for the Spring season.
- Congratulations and recognition to Bourne High School Boys' Basketball team that was seeded second in Division Four. They won the final four rounds and made it to the State Finals, where they faced Wareham, and lost in a hard-fought game.
- Congratulations and recognition to Bourne High School Girls' Basketball for being seeded seventh in Division Four. They played two rounds and were defeated by Tyngsboro.
- Congratulations and recognition to the Sandwich/Bourne Girls' Ice Hockey Division 2 Co-op who won the first playoff round and fell to Nauset in the second round.
- Congratulations and recognition to the Division Four Boys' Ice Hockey team who won the first round and were defeated by Nantucket.
- Congratulations to Paige Meda and Mikey Dankert for each reaching 1,000 career points in Basketball.
- Congratulations to the Bourne High School DECA Chapter who celebrated a successful first state career development conference, where 7 student members competed among thousands of peers. Dhyan Patel scored in the top three of the Marketing cluster written exam, and Sofia Halunen and Lily Russel's team earned a gold in DECA's quiz bowl and qualified for the international career development conference in California in April.
- Congratulations to Bourne Middle School student Audrianna Morse who was awarded Artsonia Artist of the Week award in February.
- Congratulations to the Bourne High School Drama Club who made it to the semi final round in the Massachusetts Educational Theater Guild Competition. The Drama Club received 5 awards for their production of Macbeth during the preliminary round.
- Melissa Ferretti acknowledged the Assistant Town Administrator, Liz Hartsgrrove. She said that they both sat in on a panel for the Shape the Cape Summit that was sponsored by the Cape Cod Young Professionals. She also wanted to recognize Emma Busnengo.
- Peter Meier said he also wanted to recognize the Town of Bourne for their 140th birthday today.

6. **Public Comment on Non-Agenda Items** – Public Comments are allowed for up to a total of 12 minutes at the beginning of each meeting. Each speaker is limited to 3 minutes for comment. (Board members are unable to respond due to posting requirements of the Open Meeting Law).

7. **Town Administrator annual review summary.**

Chair Mastrangelo read aloud the Town Administrator Annual Review Summary. She said that it is available on the town website. She said that each year the Select Board conducts a formal performance evaluation of the Town Administrator as outlined in her contract. She said that overall, Town Administrator Marlene McCollem scored 3.14 out of a possible 4.0, which falls in the category of strong performance.

8. **Presentation by Chief Cody on the SAFER Grant Program for the Fire Department.**

Fire Chief David Cody showed a brief PowerPoint presentation on the SAFER Grant Program. He said that SAFER stands for Staffing for Adequate Fire and Emergency Response. He said that the grant is put out by FEMA, and the goal is to help fire departments meet industry standards and to make communities safer. The program opened in March and closes on April 12th. He said that he is looking to add a total of 4 people to the department. Chief Cody talked about the staffing and the number of calls that the department answers in a year. There was some discussion about planning on what to do in 3 years when the grant program is over.

Voted: Peter Meier moved, and Melissa Ferretti seconded, to support the Chief of the Fire Department and the Town Administrator's filing of the 2023 SAFER grant.

Vote: 5-0-0.

9. **Review Town Meeting articles:**

- i. **Article 29: File special legislation to remove a portion of town-owned land from Article 97 protection in order to build a future fire station.**

Mr. Meier said that the planning for a new South Side Fire Station has been going on for the past 5 years. He said that presently they are looking at taking land out of Article 97 which is on Shore Road, north of the ballfield. He said that the committee came to this realization after issuing 3 RFP's that did not work out. He said that 19 sites have been reviewed over the years, and all were ruled out for various reasons. This site has shown itself to be in an area where most of the calls on the south side of the canal are, and the site would serve the area very well.

Mr. Meier explained the steps necessary to move forward with building the fire station on the site. There was some discussion about leaving some conservation land and about buffer zones. Chair Mastrangelo said that there is documentation proving that many alternatives have been looked at, and when it comes to serving public need, this is the piece of property that works the best.

Voted: Peter Meier moved, and Jared MacDonald seconded, to support the recommendation to remove a portion of town-owned land from Article 97 protection for the future fire station.

Vote: 5-0-0.

ii. Article 26: Easements for Rail Trail.

Tim Lydon, Engineering Department, explained the request for easements on the Rail Trail. He said that this request is for 8 easements for a section from the train bridge to Gray Gables. Chair Mastrangelo asked if there would be an explanation in the handbooks, and Town Administrator Marlene McCollem said that there will be a sketch plan that will visually show where the easements are.

iii. Article 27: Easements for Police Station utilities.

Ms. McCollem said that Town Meeting previously voted for this, and it was filed, but never got through the session, and it expired. Mr. Lydon explained the request for this easement.

iv. Article 7: CPC recreation – feasibility study.

Town Clerk Barry Johnson said that on behalf of the CPC, he wanted to report that all the projects that will be presented at this meeting to go forth at the May 6th Annual Town Meeting are recommended by the CPC. He said that all funds for these projects will be coming from their current CPA reserves, except for one project which is on Waterhouse Road, which will come from future revenues.

Assistant Town Administrator Liz Hartsgrove said that for the past year the Recreation Committee has worked on a needs assessment at the request of the Select Board. She said that Article 7 is a request for \$150,000. for a feasibility study of Clark, Pocasset, Chester and Keith recreational areas, and Article 8 is for \$500,000. to reconstruct and enlarge the skate park to an all-wheel facility and repurpose the softball field behind the community building.

Ms. Hartsgrove explained that for Article 7, they will look at the four areas collectively. There was some discussion about why these four areas are being prioritized. She said that they plan to have an active public participation plan drafted within the study. She said that also included in the feasibility study will be ADA accessibility, a parking plan, and an ongoing maintenance plan. There was some discussion about including the summer population in the public participation.

v. Article 8: CPC recreation – all wheel skate park.

Ms. Hartsgrove said that the current skate park consists of some equipment that was positioned on old tennis courts about 20 years ago. She said that the equipment is not safe any longer and the area is closed off. The Recreation Committee feels that a top priority of this area is the installation of an all-wheel skate park. She said that this is for a total re-do of the area, and she gave examples of how the park could be laid out. The funding would include design and construction. Ms. Hartsgrove said that she is looking at some grants also.

Ms. Hartsgrove said that the committees that have voted to support this article are Recreation, Capital Outlay and Community Preservation. She said that it was presented to the Finance Committee at their last meeting. There was some discussion about the funding needed for the construction and design. Chair Mastrangelo said that she thinks that this is a great project and that there has been a lot of enthusiasm surrounding it.

vi. Article 9: CPC historic preservation – roof at former Hoxie School.

Kris Jerome, Founder of a non-profit, Anna's Pals, said that they originally applied for a grant for \$115,000., which is about half of the cost for a roof replacement. She said that the CPC put it in the motion to raise it to \$135,000 to cover additional testing costs.

Mr. Meier asked Ms. Jerome if she has started fundraising campaigns for this project. Ms. Jerome said that they have been in touch with some philanthropic leaders in the area and they have been looking into some granting opportunities.

vii. Article 10: CPC affordable housing – 9 Sandwich Rd.

Barry Johnson said that it has been unanimously voted by the CPC to recommend approval of the application of 9 Sandwich Road for \$80,000. from Community Housing reserves to be applied towards the soft costs of the design.

Sue Ross, Chair of Bourne Housing Partnership, said that one of the reasons they are supporting this project because they just finished their housing production plan, which is mandated by the State, and there were votes on steps for getting more affordable housing. She said that one of the steps is that Bourne must support some funding.

viii. Article 11: CPC – multiple.

Ms. Ross said that the Bourne Housing Partnership comes before the Finance Committee each year because there is no affordable housing in the town's budget. She said that they are asking for \$99,500. this year. She said that they are asking for this amount to just run their program. Mr. Johnson added that this would come out of the Community Housing Reserves.

Chair Mastrangelo said that another request in this article is the Cataumet Schoolhouse Preservation Group, Cataumet School Fumigation, Historic Preservation for \$29,000. from Historic Preservation reserves. Ben Joyce said that the Cataumet Schoolhouse is seeking \$29,000. to have the schoolhouse fumigated to eradicate beetles. He said that they tried to eradicate them already with an exterminator. He said they received an estimate of \$24,000., and they are asking for an additional \$5,000. for unforeseen expenses.

Kara Galasso, Garcia Executive Director of the Bourne Housing Authority, said that they have completed the property at 89 Waterhouse Road, which is handicap affordable housing. She said that they are now moving to their 705 program, which is family housing, and they are asking for \$200,000. She said that there are two buildings in

which they plan on doing the same work as they did on 89 Waterhouse, which includes trim, gutters, siding, etc.

Chair Mastrangelo said that the other item is putting anticipated revenue into the various reserves.

ix. Article 12: CPC administrative budget.

Mr. Johnson talked briefly about the administrative budget and the request is for \$75,000.

x. Article 20: Authorize BEANO licenses.

Ms. Hartsgrove said that they had a request from a local church to apply for a Bingo/Beano license. She said that they have been approved in the past, and in doing their due diligence, it was found that in 1979, the town should have voted to authorize Beano licenses. She said that the way Chapter 10, Section 38 was written in 1972, it said that Town Meeting would have to re-authorize every 4 years, so since 1975, no licenses have been approved legitimately. She explained the process that needs to happen. She said that the applicants need to be non-profit.

Chair Mastrangelo said that right now Article 29 is listed in the Annual Town Meeting and it is eligible for the Special Town Meeting. It was decided that it will become number 2 of the Special.

10. Town Administrator's Report (moved up agenda)

Ms. McCollem said that the landfill has diverted 3.83 tons of food waste so far in the calendar year of 2024.

Ms. McCollem also said that regarding the bridges, tonight the Bourne Bridge will have one lane closed in each direction while a new curb is installed. She said that MassDOT will be holding a virtual public information meeting on the bridge replacement project on April 25th at 6:00 PM. She said that interested participants should register on MassDOT's website to receive a Zoom link for that meeting.

Ms. McCollem said that the DPW has been working on getting the baseball fields ready for opening day. There has been significant damage caused by dogs in Pocasset, and they are working on repairs.

Ms. McCollem said that the Police Department is making good progress with their body worn camera system.

11. Consent Agenda:

- a. Approve requests of Police Department to declare surplus and dispose police cruisers.**
- b. Approval of renewal special events listed on attachment.**
- c. Accept donations to Library from the Cape Cod Foundation.**

Voted: Peter Meier moved, and Jared MacDonald seconded, to approve the consent agenda items A and C as presented.

Vote: 5-0-0.

Voted: Anne-Marie Siroonian moved, and Jared MacDonald seconded, to approve the consent agenda items B, special events (as noted on the attachment), as presented subject to all conditions noted in the comments.

Mr. Meier said that he wants to make sure that regarding the Pan Mass event, that “No Parking” signs are posted on Taylor’s Point. He said that last year at another event, there was a glitch, and he wants to make sure that it gets done.

Peter Meier proposed an amendment to the motion that added to the motion and the original motion was withdrawn.

Peter Meier moved, and Jared MacDonald seconded, to approve the consent agenda item B, Special Events (as noted on the attachment), as presented subject to all conditions noted in the comments, and that “No Parking” signs are out on Taylor’s Point for the Pan Mass Challenge for August 3rd and the morning of August 4th.

Vote: 5-0-0.

12. Review motions for Town Meeting articles, develop initial recommendations, assign articles to Board members.

Chair Mastrangelo talked about the Town Meeting process. She said that there are many articles in which an explanation needs to be given.

13. Policy

a. 3rd reading for “Layout and Acceptance of Private Ways by Petition”.

Mr. Lydon explained the process and the role of the Select Board in this petition. Chair Mastrangelo said that the process is clear, and more changes may be needed.

Susie Perry, Pocasset Homeowners Association, asked about possible betterments. Chair Mastrangelo said that if they don’t need full paving and if it some minor things, then they will be charged a betterment based on whatever work has to be done. Mr. Lydon said that there are some costs that are absorbed by the town. He said that there may be some kind of betterment because there is a standard that the town does need to make sure they have assurances, and the policy does outline those assurances that they would need to have during the filing of the petition.

Ms. Perry also asked when they anticipate finalizing and having a petition ready to obtain a copy. There was some discussion about a timeline. Mr. Lydon said that it could be at the end of the month.

Voted: Peter Meier moved, and Melissa Ferretti seconded to approve the 3rd reading of this policy and move it to adoption, as presented on April 2nd, 2024.

Vote: 5-0-0.

14. Select Board comments in preparation for Cape Cod Bridges Program Advisory Group Meeting, April 9, 2024.

Chair Mastrangelo said that they have two representatives on that committee, and she just put this on as an agenda item in case any Select Board members had any comments or questions that they wanted the representatives to ask at that meeting. Chair Mastrangelo said that she thinks that there has been some improvement in communication.

John York said that his biggest concern at the stakeholder meetings is that they don't give the town enough time to put together meaningful responses to agenda items.

15. Minutes: 10/18/22 and 3/12/24

Voted: Peter Meier moved, and Melissa Ferretti seconded to approve the minutes of 10/18/22 as presented.

Roll Call Vote: Anne-Marie Siroonian – abstain, Jared MacDonald – yes, Peter Meier – yes, Melissa Ferretti – yes, and Chair Mastrangelo – yes. 4-0-1.

Voted: Peter Meier moved, and Melissa Ferretti seconded to approve the minutes of 3/12/24, as presented.

Roll Call Vote: Anne-Marie Siroonian – yes, Jared MacDonald – abstain, Peter Meier – abstain, Melissa Ferretti – yes, and Chair Mastrangelo – yes. 3-0-2.

16. Committee reports

None.

17. Correspondence

Anne-Marie Siroonian read aloud the correspondence for April 2nd, 2024:

- DEP letter – Old K Range Munitions Response Area
- DEP letter – Feasibility Study Otis Gun Club Munitions Response Area
- 7 Gainsboro Drive – Waterways Regulation License
- Barnstable Co. Sheriff's Office – Year in Review 2023
- Plymouth Co. Parking Quarterly
- Upper Cape Tech – FY25 budget
- Upper Cape Tech - February 8th, 2024, Committee minutes
- Xfinity channel changes

These are all on the Town's website.

18. Future Agenda Items.

Mr. Meier said that the renaming of Perry Ave. has been brought to his attention recently. Chair Mastrangelo said that it is in process and will be a future agenda item.

19. Next meeting dates: April 9, 16 & 30. April 17th is the Moderator's meeting.

20. Adjourn

Voted: Peter Meier moved, and Anne-Marie Siroonian seconded to adjourn.

Vote: 5-0-0.

This meeting of the Bourne Select Board was adjourned at 8:50 PM.

Respectfully Submitted,

Kim Johnson, Recording Secretary

Reasonable accommodations for people with disabilities are available upon request. Include a description of the accommodation you will need, including as much detail as you can and include a way we can contact you if we need more information. Please allow advance notice. Send an email to kthut@townofbourne.com or call the Town Administrator's Office at 508-759-0600 x1503.

**Select Board
Minutes of Tuesday, April 9, 2024
Bourne Veterans' Community Center
Buzzards Bay, MA
Or Virtually**

**TA Marlene McCollem
ATA Liz Hartsgrove**

Select Board

Mary Jane Mastrangelo, Chair
Melissa Ferretti, Vice Chair
Anne-Marie Siroonian, Clerk
Jared MacDonald
Peter Meier

Others: Erica Flemming, Finance Director (remote), Kate Roosa, Environmental Partners, Helen Gordon, Environmental Partners, John York, (remote), Justine Dory, and Tim Lydon, Engineering Department.

Note this meeting is being televised, streamed, or recorded by Bourne TV. If anyone in the audience is recording or videotaping, they need to acknowledge such at this time. Use of flash photography during Select Board meetings is prohibited.

If anyone from the public wishes to access the meeting, they can do so by calling the following conference line: **1-929-205-6099**.

Zoom Meeting ID: 869 5775 5505 Password: BOURNE

The Zoom Chat will not be monitored. Participants who wish to speak must raise the hand icon until the Chair asks them to unmute.

All items within the meeting agenda are subject to deliberation and vote(s).

7:00 PM Call Public Session to Order in Open Session

- 1. Moment of Silence to recognize our Troops and our public safety personnel.**
- 2. Salute to the Flag.**
- 3. Reading of the Vision and Mission Statements:**

Vision: Bourne is a proud community that embraces change while respecting the rich heritage of the town and its villages. It is a municipality based on strong fiscal government with a durable economy that recognizes the rights of all citizens, respects the environment, especially the coastal areas of the community and the amenities that it affords. Bourne embraces excellent education, and offers to its citizens a healthy, active lifestyle.

Mission: Bourne will maximize opportunities for social and economic development while retaining an attractive, sustainable, and secure coastline and environment for the enjoyment of residents and visitors. Through responsible and professional leadership and in partnership with others, Bourne will strive to improve the quality of life for all residents living and working in the larger community.

4. Community Shout Out & Recognition.

- Shout out to the Bourne High School Girls Volleyball team who held a fundraiser for the Food Pantry and raised \$250. for groceries.
- Congratulations to Jane Norton, Bourne Intermediate School Principal, who will be retiring at the end of the school year, and welcome to Noelle Colbert who will be the new Principal starting on July 1st.
- Mark your calendars for the 23rd Annual Cape Cod Canal Cleanup Day on April 20th from 10 AM to 2 PM. Information is on the ISWM page on the town website.
- Thanks to Erica and Mike in the Finance Department and DPW Director Matt for completing all the paperwork to finalize the SRF loan for the Buzzards Bay Water Treatment Plant.

5. Public Comment on Non-Agenda Items – Public Comments are allowed for up to a total of 12 minutes at the beginning of each meeting. Each speaker is limited to 3 minutes for comment. (Board members are unable to respond due to posting requirements of the Open Meeting Law).**6. Comprehensive Wastewater Management Plan presentation by Environmental Partners and discussion.**

Kate Roosa, Project Manager with Environmental Partners (EP), gave an update on the draft recommended Comprehensive Wastewater Management Plan (CWMP), and did so by giving a quick recap of where they off last time they presented to the Select Board, and then she talked about the draft recommended plan. She explained the alternative analysis conclusions that EP had previously presented to the Select Board.

Ms. Roosa gave an overview of the draft recommended plan to date. She said that all costs are conceptual and can be as low as half of what they have listed to as high as double due to the level of design that they have now. She said that all the plans prioritize the Tier 1 watersheds. She explained the goals of the plans.

Chair Mastrangelo paused Ms. Roosa's presentation to let a new business owner introduce herself since her business is part of the consent agenda. Justine Dory, from Dartmouth, introduced herself and said that she is very excited to start her business, Seaside Scoops & Grill, in Bourne. She said that she plans to open by May 1st.

Ms. Roosa continued her presentation by talking about what the timeline of installations would look like. She also talked about the changes to the alternatives analysis. There was some discussion about a plan not based on TMDL and the watershed permit. Town Administrator Marlene McCollem explained TMDL watersheds, and the TMDL target.

Ms. Roosa talked about the total annual costs. She said that the total capital cost is multiplied over the life cycle of the technology. She said that the operation and maintenance costs are also added to that annual cost.

Helen Gordon of Environmental Partners said they will add some context to this for posting the presentation to make sure that they cover the details of the costs. Ms. Roosa said that she will re-format the portion of the presentation about the costs, to be easier to read. There was discussion about the capital, operating, and maintenance costs.

Ms. Roosa talked about the next steps and said that this presentation is the first draft. She said that there will be a public comment period in the summer of 2024, and the Cape Cod Commission, MEPA and Mass DEP will all weigh in on the draft recommended plan. After the comment period, all public comments received can be re-incorporated later in the summer before Town Meeting in the fall. She said that if there are significant comments, the goal would be to work through those comments to have the recommended plan ready for 2025 Spring Town Meeting, if need be.

Ms. McCollem asked if they could talk realistically about DEP not issuing discharge permits. Ms. Roosa said that when they had last spoken about this draft plan and when they were thinking they would want to get Mass DEP feedback, the goal was to include them as part of the public notification process. She said that an item that might be helpful at this juncture is to pull together those specific points with this draft to provide as an unofficial draft copy for feedback from Mass DEP. She said that they can ask those specific questions to them so that there is an opportunity to incorporate any of their feedback before this is put forth for public comment.

There was also some discussion about having a sewer system with a seasonal population, and about general I/A systems compared to enhanced I/A systems. Chair Mastrangelo said that costs for the property owners are needed, and the costs will need to be explained by the town. Chair Mastrangelo asked Ms. Roosa to send the Select Board the revisions and additions, and then the Board will schedule a time to meet to discuss further.

7. Update and recommendation from the Roadway Safety Traffic Committee.

Tim Lydon from the Engineering Department said that he was there to represent the Roadway Safety Traffic Committee. He said that this committee has been working together for over a year to resolve traffic problems that have been imposed by this Board, and other boards and departments. He said that he was there to give their first update to the Board, and he said that these are their most pressing issues.

Mr. Lydon said that there are 4 items that they want to recommend. The first is a town-wide traffic study of speed limit signage in town. He said that a lot of comments that they received from the public were regarding speeding in town. He said that they have been trying to see what the regulations are regarding signage, and they are questioning if the town lacks signage, and they are trying to identify any gaps that there may be.

Mr. Lydon said that the second issue is parking at Sagamore Beach and Electric Ave. He said that Town Administration worked with the Police Department and DPW last fall as a follow up to tickets that were written last summer. He said that out of that discussion there was some insight into what the signage said, and how it was interpreted by the public. He said that they would like to add signs and make some changes to the signs. Mr. Lydon showed a map of where parking is allowed, and that

they are trying to work with signage that already exists. The map showed where the signage is and where it should be. He said that they are trying to come up with a uniform approach.

Assistant Town Administrator Liz Hartsgrove added that what Mr. Lydon is showing is that it is not to change any parking restrictions or locations, that it is just clarifying the site. She said that right now the signage in the area is ambiguous. Mr. Lydon added the cost breakdown for what needs to be done, and he thanked Matt Sawicki (DPW Director) for putting it together.

Mr. Lydon said that the third traffic item is Scraggy Neck Road and the railroad bridge. He said that there were complaints from residents that live adjacent to the bridge. He said that there have been a lot of near misses and hits that have not been reported by trucks passing under the bridge. He said that they have come up with a way to put signage outside of the direct system to give warning as large trucks approach the area.

Mr. Lydon said that the final traffic issue to discuss at this meeting is parking on Main Street by Mezza Luna. He said that visibility is tough coming out of those parking lots. He said that there should be bump outs, and they are proposing to hash out two existing spaces and to make one space dedicated to motorcycle parking. Ms. Hartsgrove added that this was a request by the business owner.

Voted: Peter Meier moved, and Jared MacDonald seconded to support the recommendations of the Roadway Safety Traffic Committee.

John York thanked the Roadway Safety Traffic Committee. He also talked about a new initiative by MassDOT that is trying to eliminate roadway problems. He also said that in some cases it would be useful for trucks to have different speed limits than cars.

Vote: 5-0-0.

Mr. Lydon added that the email for the public to use for any unique traffic issues is: rtsccommittee@townofbourne.com.

8. Consent Agenda:

- a. Authorize a performance bonus in the amount of \$3,000. for the Town Administrator.**
- b. Approval of Special Events listed on attachment as conditioned by department comments.**
- c. Common Victualler for Seaside Scoops & Grill located at 100 Main St. (previously Mic's Main Scoop).**

Voted: Anne-Marie Siroonian moved, and Jared MacDonald seconded to approve items A & B of the consent agenda as presented.

Vote: 5-0-0.

Voted: Peter Meier moved, and Jared MacDonald seconded to approve item C of the consent agenda as presented.

Vote: 4-0-1. Anne-Marie Siroonian abstained.

9. Review of motions for Town Meeting articles, develop initial recommendations, assignment of articles to Board members.

Peter Meier said that he thinks they should withdraw Special Town Meeting Article #2. due to a lot of questions that are still unanswered.

There was some discussion about the comments that should be made at Town Meeting.

The Select Board moved up Agenda item #11. as a Point of Order.

11. Finalize and execute annual and special warrants for May 6th Town Meeting.

Voted: Peter Meier moved, and Anne-Marie Siroonian seconded to approve the Special Town Meeting Warrant to include 1 article and to remove draft Article # 2, which is the Southside Fire Station, Article 97 Article.

Vote: 5-0-0.

Voted: Peter Meier moved, and Jared MacDonald seconded to approve the Annual Town Meeting Warrant for Articles 1 through 28.

Vote: 5-0-0.

Voted: Peter Meier moved, and Jared MacDonald seconded to recommend approval of Special Town Meeting Warrant Article # 1.

Vote: 5-0-0.

Voted: Peter Meier moved, and Anne-Marie Siroonian seconded to recommend approval of Annual Town Meeting Warrant Article # 1 and designate it as an essential article.

Vote: 5-0-0.

Voted: Peter Meier moved, and Melissa Ferretti seconded to recommend approval of Annual Town Meeting Warrant Article # 2 and designate it as an essential article.

Vote: 5-0-0.

Voted: Peter Meier moved, and Melissa Ferretti seconded to recommend approval of Annual Town Meeting Warrant Article #3 and designate it as an essential article.

Vote: 5-0-0.

Voted: Peter Meier moved, and Melissa Ferretti seconded to recommend approval of Annual Town Meeting Warrant Article # 4 and designate it as an essential article.

Vote: 5-0-0.

Voted: Peter Meier moved, and Jared MacDonald seconded to recommend approval of Annual Town Meeting Warrant Article # 5, with the correction in the article, and designate it as an essential article.

Vote: 5-0-0.

Voted: Peter Meier moved, and Jared MacDonald seconded to recommend approval of Annual Town Meeting Warrant Article # 6.

Vote: 5-0-0.

Voted: Peter Meier moved, and Jared MacDonald seconded to recommend approval of Annual Town Meeting Warrant Article #7.

Vote: 5-0-0.

Voted: Peter Meier moved, and Jared MacDonald seconded to recommend approval of Annual Town Meeting Warrant Article # 8.

Vote: 5-0-0.

Voted: Jared MacDonald moved, and Melissa Ferretti seconded to recommend approval of Annual Town Meeting Warrant Article #9.

Vote: 5-0-0.

Voted: Peter Meier moved, and Jared MacDonald seconded to recommend approval of Annual Town Meeting Warrant Article # 10.

Vote: 4-0-1. Anne-Marie Siroonian abstained.

Voted: Peter Meier moved, and Melissa Ferretti seconded to recommend approval of Annual Town Meeting Warrant Article # 11.

Vote: 4-0-1. Anne-Marie Siroonian abstained.

Voted: Peter Meier moved, and Melissa Ferretti seconded to recommend approval of Annual Town Meeting Warrant Article # 12.

Vote: 5-0-0.

Voted: Peter Meier moved, and Melissa Ferretti seconded to recommend approval of Annual Town Meeting Warrant Article # 13 and designate it as an essential article.

Vote: 5-0-0.

Voted: Peter Meier moved, and Jared MacDonald seconded to recommend approval of Annual Town Meeting Warrant Article # 14 and designate it as an essential article.

Vote: 5-0-0.

Voted: Peter Meier moved, and Jared MacDonald seconded to recommend approval of Annual Town Meeting Warrant Article # 15.

Vote: 5-0-0.

Voted: Peter Meier moved, and Jared MacDonald seconded to recommend approval of Annual Town Meeting Warrant Article # 16.

Vote: 5-0-0.

Voted: Peter Meier moved, and Melissa Ferretti seconded to recommend approval of Annual Town Meeting Warrant Article # 17.

Vote: 5-0-0.

Voted: Peter Meier moved, and Jared MacDonald seconded to recommend approval of Annual Town Meeting Warrant Article # 18.

Vote: 5-0-0.

Voted: Peter Meier moved, and Jared MacDonald seconded to recommend approval of Annual Town Meeting Warrant Article # 19.

Vote: 5-0-0.

Voted: Peter Meier moved, and Jared MacDonald seconded to recommend approval of Annual Town Meeting Warrant Article # 20.

Vote: 5-0-0.

Voted: Peter Meier moved, and Jared MacDonald seconded to recommend approval of Annual Town Meeting Warrant Article # 21.

Vote: 5-0-0.

Voted: Peter Meier moved, and Jared MacDonald seconded to recommend approval of Annual Town Meeting Warrant Article # 22.

Vote: 5-0-0.

Voted: Peter Meier moved, and Jared MacDonald seconded to recommend approval of Annual Town Meeting Warrant Article # 23.

Vote: 5-0-0.

Voted: Peter Meier moved, and Jared MacDonald seconded to recommend approval of Annual Town Meeting Warrant Article # 24.

Vote: 5-0-0.

Voted: Peter Meier moved, and Jared MacDonald seconded to recommend approval of Annual Town Meeting Warrant Article # 25.

Vote: 5-0-0.

Voted: Peter Meier moved, and Jared MacDonald seconded to recommend approval of Annual Town Meeting Warrant Article # 26.

Vote: 5-0-0.

Voted: Peter Meier moved, and Jared MacDonald seconded to recommend approval of Annual Town Meeting Warrant Article # 27.

Vote: 5-0-0.

Voted: Peter Meier moved, and Jared MacDonald seconded to recommend approval of Annual Town Meeting Warrant Article # 28.

Vote: 5-0-0.

10. Designate essential & contingent articles.

Mr. Meier said that there are no contingent articles. Chair Mastrangelo said that the articles that are designated essential are 1, 2, 3, 4, 5, 13 & 14.

11. Finalize and execute annual and special warrants for May 6th Town Meeting.

Previously discussed.

12. Discuss annual goals for Town Administrator.

Chair Mastrangelo said that last August they set strategic plan prioritized focus areas and that there are no changes to them. There was discussion about the Town Administrator's contract and how the goals should be determined for her.

Voted: Chair Mastrangelo moved, and Jared MacDonald seconded to affirm the goals that they have established and to continue working diligently on those goals.

Vote: 5-0-0.

13. Policy**a. 2nd reading for Financial Policies.**

Voted: Jared MacDonald moved, and Anne-Marie Siroonian seconded to move the Financial Policy to 3rd Reading.

Vote: 5-0-0.

14. Town Administrator's Report

Ms. McCollem said that they will be conducting some geotechnical investigations behind the Community Building to understand the soil characteristics prior to beginning any design work that may be funded at the Town Meeting. She said that they also will be working closely with DEP as they conduct an audit of the clean-up that they undertook at the Community Building to properly address historical soil contamination. The project is achieving very good results, and they are still on track to permanently close the site by the end of the year.

Ms. McCollem said that the milling of the Bourne Rotary is scheduled to begin next Monday April 15th, and should last for 2 nights. She said that paving is scheduled to begin the following Monday and should last for 2 nights, and all work will be between 8 PM and 5 AM.

Ms. McCollem also said that for the new bridge's replacement project, MassDOT will be holding a virtual public meeting on April 25th, and for more information, and to register, go to the town's website. She said that MassDOT will also be hosting an in-person open house on May 13th at the Community Building with sessions both in the afternoon and evening. MassDOT's promotional materials will be shared once received.

15. Minutes: 3/19/24

Voted: Anne-Marie Siroonian moved, and Melissa Ferretti seconded to approve the minutes of March 19th, 2024.

Roll Call Vote: Anne-Marie Siroonian – yes, Jared MacDonald – abstain, Peter Meier – abstain, Melissa Ferretti – yes, and Chair Mastrangelo – yes. 3-0-2.

16. Committee reports

Mr. Meier said that earlier in the day that he and Ms. Siroonian and Ms. McCollem were at the Canal Bridge discussion and there was a lot of information given in a little less than 2 hours. He said that the Commonwealth will be sending the link to the PowerPoint presentation that was given.

Ms. Ferretti said that regarding Joint Base Cape Cod, they had a meeting of the Civilian Advisory Council. She said they will be having a Memorial Day Observance at Otis Memorial Park on May 23rd at 2 PM. She also said that their Army Aviation Battalion is back from deployment, so there will be an uptick in activity at Joint Base Cape Cod.

17. Correspondence

Anne-Marie Siroonian read aloud the correspondence for April 9th, 2024:

- DEP letter – Demolition Area 1 Environmental Monitoring
- 198 North Road – Waterways Application
- 66 Lake Drive – wall and walkway replacement
- Xfinity channel changes - spring
- Xfinity – March channel changes and payment of subscriber fee
- Talent Bank – J. Grullon - Veterans' Graves Officer

These are all on the Town's website.

Chair Mastrangelo added that they received a postcard from the Bourne Historical Society stating that they are having a Bloom Together Art Project Opening and Reception on April 11th from 5 to 7 PM, at the Museums at Aptucxet. You must RSVP to the bournehistoricalsociety @comcast.net.

Ms. Ferretti added that the Natural Resources Department is gaining local notoriety and they presented at the Cape Cod Natural History Conference. She said that Mass Audubon would like to come to see Camp Edward's conservation efforts, and they are being asked to present at the Northeast Association of Fish and Wildlife.

18. Future Agenda Items.**19. Next meeting dates:**

April 16, 17 (moderator's meeting) & 30; May 6 – prior to Town Meeting.

20. Adjourn

Voted: Anne-Marie Siroonian moved, and Peter Meier seconded to adjourn.

Vote: 5-0-0.

This meeting of the Bourne Select Board was adjourned at 9:22 PM.

Respectfully Submitted,

Kim Johnson, Recording Secretary

Reasonable accommodations for people with disabilities are available upon request. Include a description of the accommodation you will need, including as much detail as you can and include a way we can contact you if we need more information. Please allow advance notice. Send an email to kthut@townofbourne.com or call the Town Administrator's Office at 508-759-0600 x1503.

Select Board
Minutes of Tuesday, April 16, 2024
Bourne Veterans' Community Center
Buzzards Bay, MA
Or Virtually

TA Marlene McCollem
ATA Liz Hartsgrove

Select Board

Mary Jane Mastrangelo, Chair
Melissa Ferretti, Vice Chair (remote)
Anne-Marie Siroonian, Clerk
Jared MacDonald
Peter Meier

Others: Erica Flemming, Finance Director (remote), and Michael Ellis, Town Accountant (remote), Danny Wing, Amanda Bilodeau, Thomas Bilodeau, Jack MacDonald (remote), John York (remote), Jon Frank (remote), Attorney Bryan Bertram (remote), Peter Lindberg, Bill Travers, Bob Dwyer, Wendie Howland, Donna McCormack, and Jim McCormack.

Note this meeting is being televised, streamed, or recorded by Bourne TV. If anyone in the audience is recording or videotaping, they need to acknowledge such at this time. Use of flash photography during Select Board meetings is prohibited.

If anyone from the public wishes to access the meeting, they can do so by calling the following conference line: **1-929-205-6099**.

Zoom Meeting ID: 869 5775 5505 Password: BOURNE

The Zoom Chat will not be monitored. Participants who wish to speak must raise the hand icon until the Chair asks them to unmute.

All items within the meeting agenda are subject to deliberation and vote(s).

7:00 PM Call Public Session to Order in Open Session

- 1. Moment of Silence to recognize our Troops and our public safety personnel.**
- 2. Salute to the Flag.**
- 3. Reading of the Vision and Mission Statements:**

Vision: Bourne is a proud community that embraces change while respecting the rich heritage of the town and its villages. It is a municipality based on strong fiscal government with a durable economy that recognizes the rights of all citizens, respects the environment, especially the coastal areas of the community and the amenities that it affords. Bourne embraces excellent education, and offers to its citizens a healthy, active lifestyle.

Mission: Bourne will maximize opportunities for social and economic development while retaining an attractive, sustainable, and secure coastline and environment for the enjoyment of residents and

visitors. Through responsible and professional leadership and in partnership with others, Bourne will strive to improve the quality of life for all residents living and working in the larger community.

4. Community Shout Out & Recognition.

- Shout out to the nameless people who make the effort to pick up litter around town. Chair Mastrangelo said that these efforts to beautify the community are much appreciated.
- Shout out to the awesome 4th grade at Bourne Intermediate School who raised \$116.14 with their coin drive for the Food Pantry.
- Bourne Youth Baseball's opening day is April 28th. Town staff members, Katie, Matt, and Josh will throw out the first pitch.
- Chair Mastrangelo said that if anyone has any community shouts outs for recognition to email them to the Select Board.
- Shout out for the military families in the community.

5. Public Comment on Non-Agenda Items – Public Comments are allowed for up to a total of 12 minutes at the beginning of each meeting. Each speaker is limited to 3 minutes for comment. (Board members are unable to respond due to posting requirements of the Open Meeting Law).

6. Public Hearing: Petition to change the name of Perry Ave. (Cape side only) to Stone's Throw Way.

Chair Mastrangelo opened the public hearing at 7:05 PM. She said that the process at this hearing is that she will invite the petitioners to the podium to present their request, followed by questions and comments from the Select Board, and then from the audience. After that there will be discussion amongst the Select Board, then either a decision or continuance will be made.

Danny Wing, of Monument Beach, said that his family bought the property on Perry Ave. from the Jackson family, and they had the property decades prior. He said that he was one of the builders of a log home on part of the property. He said that deliveries drivers cannot find the property and they had a lot of their construction supplies delivered to the wrong address due to Perry Ave. being on both sides of the canal. He feels that without a name change, that this will continue. He said that the address also needs to be changed due to emergency vehicles being able to find the house. He said that they are not stuck on the new name of Stones Throw, and they have received another suggestion that the address be a continuance of Aptuxet Road.

Amanda Bilodeau, Danny Wing's daughter, and a member of the Planning Board introduced herself and her husband Thomas. She said that she is about to move to the house that is currently on Perry Ave. She explained the reason behind naming the road Stone's Throw Way, and she also explained that the name is not that important, just that it would be different from Perry Ave, which is on the other side of the bridge. She said that they want the distinction of what side of the bridge they are on so if 911 needs to be called, they could find their house.

Thomas Bilodeau said that there was a delivery expected last week and the driver went to the Town Hall and called them to see where they were.

Chair Mastrangelo said that there were some comments on the routing slip from public safety. She said that Chief Esip, Bourne Police, said that he wanted to make sure that any change would not affect Nstar because they have property on Perry Ave. She said that Chief Esip is on vacation this week, and she said that a conversation with him is needed to make sure that public safety knows where the house would be.

Jared MacDonald said that there are several roads in the town that are split, and he has seen that it has been a bit of an issue. Anne-Marie Siroonian said that public safety should be first and foremost and she thinks a bit more feedback from the Chief is needed for this situation. Ms. Siroonian also suggested to name the section of the road to Perry Ave South. Melissa Ferretti said that she is not opposed to the new suggested names, and said she wanted to hear from the public.

Chair Mastrangelo said that the Select Board has received 5 emails opposing the name change. She said that some of them were in support of South Perry Ave., or Perry Ave. extension. John York thanked Ms. Bilodeau for bringing this forward. Mr. York said that he has submitted two alternative names for the road, one was South Perry Ave., and Aptucxet Road, and he said that he does not like "extension" added to Aptucxet. He said that in the future this road will have a lot more use than it currently has.

Jack MacDonald, Pocasset, said that when he first saw the ad about changing the name, his first reaction was to keep it the same. He said that he is open to some sort of compromise, and he thinks that the Bourne Police and Fire Chiefs and the Historic Commission should all be consulted with.

Chair Mastrangelo said that she prefers the name change to South Perry Ave. Ms. McCollem said that road name changes require a public hearing, and notice was sent out and it was specific to what the name was being changed to. She said that if the Board wants to change it to something else, the petition should be denied, then a re-notice needs to be sent out for whatever name that the Board thinks that they might want.

Voted: Peter Meier moved, and Jared MacDonald seconded to continue this hearing to the meeting of April 30th.

There was some more discussion about postponing the hearing and about the next steps.

Roll Call Vote: Melissa Ferretti – yes, Anne-Marie Siroonian – yes, Peter Meier – yes, Jared MacDonald – yes, and Chair Mastrangelo – yes. 5-0-0.

Chair Mastrangelo moved agenda item 13 up to discuss next.

Discussion and possible vote to waive rental fees for the Veterans Community Building gym and cafeteria for the Friends of Bourne Council on Aging/Food Pantry event on 4/27.

Peter Lindberg of Monument Beach said that he is President of the Bourne Friends of the COA and Food Pantry. He said that they are going to have a Psychic/Craft Fair on April 27th and they are asking for a waiver of the fees for the gym and café. Mr. Lindberg talked about what the food pantry provides for the community.

Voted: Peter Meier moved, and Jared MacDonald seconded to approve the fee waiver request.

Roll Call Vote: Melissa Ferretti – not available, Anne-Marie Siroonian – yes, Peter Meier – yes, Jared MacDonald – yes, and Chair Mastrangelo – yes. 4-0-0.

7. Discussion with Town Counsel regarding a shared parking agreement at 2 Kendall Rae Place.

Attorney Bryan Bertram gave a little background on this agenda item. He said that the issue is that in approving the development at 2 Kendall Rae, the Planning Board placed a condition on the applicant because of the necessary parking under the bylaw, they needed to create 30 parking spaces across the street, on land that is owned by the town. He said that are a few issues with this, and the one issue that cannot be fixed, is that this parcel of land was acquired years ago with open space funds. He said that legally they can open a parking lot, and what can't be done is to give the applicant some interest in the parking area so that they can use the spaces to satisfy the parking requirements for their development.

Chair Mastrangelo talked about some background involving the Planning Board and the Open Space Committee about a desire to build a parking lot for the playground that would include parking for people with disabilities, and that the playground parking would be for the daytime, and the parking for the apartments would be at night.

Atty. Bertram said that the part that would not be permissible is using the lot at night for the apartments because of the open space agreement. He said that this is not necessarily a Select Board problem, and it is more of a problem for the developer.

The Select Board all decided that the Town Administrator should tell the developer that the town cannot give them an interest in this property because of how it was acquired.

8. Public Hearing: Reorganization proposal for Bourne's Information Technology department.

Ms. McCollem said that the Select Board all received a brief memo this evening. She said that she had alluded to a reorganization of IT as part of her budget message in January. She said that they have been working with Barnstable County IT for more than a year now, and she recommends to the Select Board to formalize that agreement in a long-term IMA and re-allocate the staff salary and wages lines to fund the IMA. She said that it is difficult to obtain and staff at a redundant and reliable level for IT, without drawing on the resources of the County.

Ms. McCollem said that right now, Barnstable County IT provides 24/7 help desk support as well as 3 days on site. She recommends increasing it to 5 days on site, and she said that this will not increase the budget. She added that the town's infrastructure is very outdated, and Barnstable County IT has been able to keep it functioning reliably.

Voted: Peter Meier moved, and Anne-Marie Siroonian seconded to support the reorganization of the IT Department.

Roll Call Vote: Melissa Ferretti – yes, Anne-Marie Siroonian – yes, Peter Meier – yes, Jared MacDonald – yes, and Chair Mastrangelo – yes. 5-0-0.

9. Update by the Cable, Internet, and Telecommunications Advisory Committee re: Digital Equity.

Ms. McCollem said that in the middle of last month, MBI wrote to her, and she read aloud the email that she received. The email stated that Bourne is eligible to enter into a Reservation of Funds agreement with Mass. Tech to reserve funding under the Municipal Digital Equity Implementation Program. The email also said that upon execution of a Reservation of Funds Agreement, Mass Tech. will reserve \$70,000. in digital equity implementation for Bourne, and the amount is subject to increase, or decrease.

She said that they gave her a few things that she must provide to them, and she responded the same day with that information, and she heard that they have received the items, and the application is under review. She said that they have reserved the funds under the Digital Equity Implementation grant and the next step is to have the town finalize and adopt the Digital Equity Plan.

Bob Dwyer, Chair of the Cable, Internet, and Telecommunications Advisory Committee (CITAC) asked Ms. McCollem if they had specified a date that the proposal needs to be submitted, and she said that they did not. Mr. Dwyer said that this offer is independent of the RFP that was put out generally for digital equity that has a May 31st deadline. He said that clarification is needed from MBI on how the RFP compares with the offer that they just made to reserve \$70,000. Ms. McCollem said that her understanding is that MBI knows where CITAC is in their process and that this is the same grant program, and not an additional source of funds.

10. Discussion and possible vote on the re-conveyance of 90 Adams Street, Sagamore.

Ms. McCollem said that they received information from the Sagamore Booster Club, and they want to give the property back to the town. Ms. McCollem said that there will be a closing, and a new deed will be filed, and the property will come back to the town. She said that there is a deed restriction on the property and that when the town gave this property to the Booster Club, there was a reverter clause. There was some discussion about doing due diligence regarding the property. Ms. McCollem suggested that the town pay for an inspection to be done on the building. Chair Mastrangelo said that they should get some direction from Town Counsel on the way to handle the disposition.

11. Consent Agenda:

- a. Appointment of John Grullon as Bourne's Veteran's Grave Officer.**
- b. Transfer of ownership of the 2005 Chevy Silverado truck from Town of Bourne to ISWM.**

Voted: Anne-Marie Siroonian moved, and Peter Meier seconded to approve the consent agenda as presented.

Roll Call Vote: Melissa Ferretti – yes, Anne-Marie Siroonian – yes, Peter Meier – yes, Jared MacDonald – yes, and Chair Mastrangelo – yes. 5-0-0.

12. Discussion and possible vote to allow the Buzzards Bay Eagles to hold their annual Canal Walk event (renewal) at Buzzards Bay Park on 5/18 as conditioned by departments along with a banner placed across Main St. (new) 3 weeks prior to event.

Donna McCormack, Event Coordinator for the Buzzards Bay Eagles Annual Walk, introduced herself and Jim McCormack who is the President of the Buzzards Bay Eagles. She said that this is the 3rd

year for the walk, and they are requesting the same exact set up as the previous 2 years. She said that the walk is to raise money for Toka's Friends, out of Westport, MA, which is a non-profit that trains service dogs for military veteran's with TBI, PTSD, and other difficulties. She said that they would like to hang a banner this year on Main Street, and they did not hang one in the previous years.

There was some conversation regarding the placement of port-a-potties. There also was some discussion about the DPW putting up cones, or temporary no parking signs, to separate the food truck area. Ms. McCormack said that they appreciate the efforts put forth by the town every year, and that each year they have raised approximately \$18,000. for the charities that they choose to raise funds for every year.

Voted: Peter Meier moved, and Jared MacDonald seconded to approve the request of the Buzzards Bay Eagles for their Annual Canal Walk at Buzzards Bay Park on 5/18, as presented with conditions.

Roll Call Vote: Melissa Ferretti – yes, Anne-Marie Siroonian – yes, Jared MacDonald – yes, Peter Meier – yes, and Chair Mastrangelo – yes. 5-0-0.

13. Discussion and possible vote to waive rental fees for the Veterans Community Building gym and cafeteria for the Friends of Bourne Council on Aging/Food Pantry event on 4/27.

Previously discussed.

14. Review of voter handbook for Town Meeting.

15. Assign Town Meeting articles to Select Board members.

Chair Mastrangelo said that they would discuss agenda items 14 and 15 together. She also said that she made a request to the Town Moderator for instructions on how to divide a question added to the handbook. She said that there are a few items in the handbook that may need some more explanation. There was discussion on who would present what articles.

Voted: Peter Meier moved, and Jared MacDonald seconded to indefinitely postpone Article 26 of the Annual Town Meeting.

Roll Call Vote: Melissa Ferretti – yes, Anne-Marie Siroonian – yes, Peter Meier – yes, Jared MacDonald – yes, and Chair Mastrangelo – yes. 5-0-0.

There was some more discussion about the process of Town Meeting, and about how the process is written in the handbook. There was also discussion about the ISWM article and motion. Chair Mastrangelo said that she would like the table of contents to have the itemized list in it.

16. Town Administrator's Report

Ms. McCollem said that the milling of the Bourne Rotary began on April 15th and will conclude after work on the evening of the 16th. She said that paving is expected to be started on the evening of April 22nd, and last 2 nights. She said the permanent pavement markings are scheduled to be installed the week of April 29th, along with both permanent and a few temporary signs to communicate the new traffic pattern. Some of the larger permanent signs are still in fabrication and will be installed later, but MassDOT intends to provide information on temporary signs. She said that rumble strips and flashing beacons will follow. All work will be done at night.

Ms. McCollem said that MassDOT will be holding a virtual public meeting on April 25th, for the new area canal bridge replacement project. More information is available on the town's website. MassDOT will also be hosting an in-person open house on May 13th at the Community Building with sessions in the afternoon and evening. MassDOT's promotional materials will be shared once received.

Ms. McCollem also said that Mass. Development in partnership with Joint Base Cape Cod will be hosting 2 open houses on May 8th, regarding potential re-development of some land on Joint Base Cape Cod. The first is from 2:30 to 4 PM at the Community Building, and the second is from 5:30 to 7 PM. at the JBCC Welcome Center. Mass Development has also created a website for the project: jointbaseCC.com. People can use the website to sign up for updates and to leave feedback on any proposals.

Ms. McCollem said that the contracts are still being signed for the Main Street and Academy Road intersection project. She said that they are anticipating groundbreaking during the first week of May. Prior to starting work, the DPW will conduct public outreach regarding the schedule.

17. Minutes

None.

18. Committee reports

Ms. Siroonian said that the Bourne Community Engagement Committee met for the first time, and they are still working through some of the changes with respect to language and for requirements for applying for reimbursable grants. She asked if the changes need to be reviewed by Town Counsel, and Ms. McCollem said that she would be happy to take the draft when they are ready.

Mr. Meier said that he met with the Affordable Housing Trust, and they will be presenting a handout at Town Meeting for the Accessory Use Bylaws.

19. Correspondence

Anne-Marie Siroonian read aloud the correspondence for April 16th, 2024:

- JBCC public meeting calendar – April 2024
- DEP letter – J-3 Range
- P. Parker – talent bank form – Education & Scholarship Committee
- Intent to sell notice for 40B home – 44 High Ridge Drive

These are all on the Town's website.

20. Future Agenda Items.

21. Next meeting dates:

April 17 (moderator's meeting) & 30; April 23 – Sewer Commissioners; May 6 – prior to Town Meeting.

22. Adjourn

Voted: Anne-Marie Siroonian moved, and Jared MacDonald seconded to adjourn.

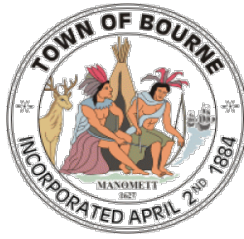
Roll Call Vote: Melissa Ferretti – yes, Anne-Marie Siroonian – yes, Chair Mastrangelo – yes, Peter Meier – yes, and Jared MacDonald – yes. 5-0-0.

This meeting of the Bourne Select Board was adjourned at 9:13 PM.

Respectfully Submitted,

Kim Johnson, Recording Secretary

Reasonable accommodations for people with disabilities are available upon request. Include a description of the accommodation you will need, including as much detail as you can and include a way we can contact you if we need more information. Please allow advance notice. Send an email to kthut@townofbourne.com or call the Town Administrator's Office at 508-759-0600 x1503.



Select Board's Correspondence

May 6, 2024

- A. DEP letter – Decision Skeet Range Munitions Response Site
- B. BHS Memorial Garden email and invitation
- C. J. York email – CCRTA Outreach and MassDOT meetings notices
- D. Comcast – Forms 200 and 400



Commonwealth of Massachusetts
Executive Office of Energy & Environmental Affairs

Department of Environmental Protection

Southeast Regional Office • 20 Riverside Drive, Lakeville MA 02347 • 508-946-2700

Maura T. Healey
Governor

Kimberley Driscoll
Lieutenant Governor

Rebecca L. Tepper
Secretary

Bonnie Heiple
Commissioner

April 22, 2024

Air Force Civil Engineer Center/JBCC
Attn: Ms. Kimberly J. Gill
Remediation Program Manager
322 East Inner Road
Otis ANG Base, Massachusetts 02542

RE: **BOURNE – BWSC**
Release Tracking Number: 4-0000037
Joint Base Cape Cod (JBCC)
**Draft Record of Decision, Skeet Range
Munitions Response Site, Comments**

Dear Ms. Gill:

The Massachusetts Department of Environmental Protection (MassDEP) has reviewed the document **“Draft Record of Decision, Skeet Range Munitions Response Site (EPA Operable Unit 30)”** (Draft ROD) dated March 2024. The Draft ROD was prepared to present the selected remedy chosen by the United States Air Force (USAF) to address risks to human health from lead in soil resulting from historical use of the munitions response site (MRS) as a skeet range. The USAF selected remedy is soil excavation and off-site disposal. The MRS is located adjacent to an active airfield runway on land owned by the USAF, licensed for use by the Massachusetts Air National Guard, and partially occupied by the U.S. Coast Guard. The Skeet Range MRS is regulated under the Military Munitions Response Program managed by the USAF.

MassDEP has no comments on the Draft ROD.

Please incorporate this letter into the Administrative Record for the Skeet Range Munitions Response Site for the Military Munitions Response Program at Joint Base Cape Cod. If you have any questions regarding this letter, please contact me at (617) 694-2644.

Sincerely,

Leonard J. Pinaud, Chief
Federal Site Management
Bureau of Waste Site Cleanup

Ec: Upper Cape Select Boards
Upper Cape Boards of Health
JBCC Cleanup Team
MassDEP Boston/Southeast Region

Kathleen Thut

From: Francis, Tracey <tfrancis@bourneps.org>
Sent: Tuesday, April 30, 2024 10:41 AM
Cc: Lisa Maguire; Nathan Dineen
Subject: Save the date
Attachments: Save the Date Memorial Garden May 2024 (1).png

Please save the date for our annual Memorial Garden Ceremony.

The save the date is attached with all the information. We look forward to seeing you all at the garden.

Thank you,
Tracey Francis
Administrative Assistant to the Principal
Bourne High School
75 Waterhouse Road
Bourne, MA 02532
508-759-0670 ext 6221
<http://www.bourneps.ma.schools.bz>

If this is an emergency, call 911, or if needing additional resources or information call 211. If you or a loved one needs crisis support, text HOME to 741741 to communicate with The Crisis Text Line

Please be advised that under Massachusetts General Law c.66, any email created or received by an employee of Bourne Public Schools may be considered a public record and subject to public disclosure. This email may also contain confidential and privileged material for the sole use of the intended recipient. Any review or distribution by others is strictly prohibited. If you are not the intended recipient please contact the sender and delete all copies.

A photograph of a memorial garden. In the background, a large, light-colored rock sits on a bed of green grass, surrounded by a low stone wall. The rock has the inscription "YOU ARE EVER A PART OF OUR LIVES" and a small butterfly symbol above it. In the foreground, a brick path leads towards the rock, with several small, rectangular stone markers placed along the path. Each marker has a small bouquet of flowers resting on it. The overall scene is peaceful and commemorative.

YOU ARE EVER
A PART
OF OUR LIVES

Save the Date

Memorial Garden Ceremony

May 23rd 9:00AM

From: [REDACTED]
To: [Marlene McCollem](#); [All Select Board](#)
Cc: [Kathleen Thut](#); [Esip, Brandon M.](#); [Matt Sawicki](#)
Subject: CCRTA Outreach and MassDOT meetings notices
Date: Thursday, May 2, 2024 2:23:03 PM

Marlene et al.,

1. Thank you for posting on the Town website “News and Announcements” a flyer for the CCRTA GO-Card free fares program and the May 8 GO-Card outreach event at the Council on Aging. Tom Cahir, the CCRTA and our Council on Aging work hard for us. It is good to publicize the CCRTA and our own COA, and to promote the services both provide.

2. Thank you for posting a “Bulletin” for the upcoming Town Meeting, now only 4 days (2 business days) away.

3. It would be good to post a Bulletin or “News and Announcements” notice of the May 13, 2024, Cape Bridges Program Open House to be held at our Veteran’s Memorial Community Building.

The MassDOT meetings schedule website, the Barnstable County Website, and the Cape Cod Commission Website all have posted notices of the May 13 Open House. If MassDOT has not yet provided the Town with a flyer or notice to post, the Town could simply post a link to the flyer on the MassDOT meetings webpage. That is what the Cape Cod Commission did.

MassDOT list of upcoming events:

https://www.mass.gov/orgs/massachusetts-department-of-transportation/events?_page=1

MassDOT Cape Bridges Open House notice:

<https://www.mass.gov/event/cape-bridges-program-bourne-open-house-51324-2024-05-13t120000-0400-2024-05-13t150000-0400>

Barnstable County Cape Bridges Open House notice:

<https://www.capecod.gov/2024/04/16/join-us-for-upcoming-cape-cod-bridges-program-updates/>

Cape Cod Commission Canal Bridges resource page, with link to MassDOT Cape Bridges Open House notice:

<https://www.capecodcommission.org/our-work/cape-cod-canal-study-resources/>

4. There is a Bridges Replacement Open House announcement posted on the Town Information page of the Town website. That announcement says there will be a Bridges Replacement Open House on May 17. If one clicks the link and reads the actual flyer, one might notice that it is a notice of the Open House held May 17, 2023, last year.

Apparently, the posting of “News and Announcements” on the Town Information page is separate from and different from the “News and Announcements” on the townofbourne.com home page. The three most recent postings on the Town Information page “News and Announcements” list are shown on the Town Information page. Earlier postings may be found by expanding the list. The most recent posting of Town Information “News Announcements” was posted on April 25, 2023, and is a notice of the May 17, 2023, Bridges Open House. To

make matters worse, the headline does not specify the year. This is very confusing because the top three headlines of the on the Town Information page “News and Announcements” now (May 2, 2024) read:

“Bridge Replacement Open House on 5/17”

“Route 6 Corridor Improvements - Virtual Public Meeting - 5/18 at 7 PM”

“Cape Rail Study Report - November 8, 2021”

<https://www.townofbourne.com/town-info>

The Scenic Highway Virtual Public Meeting announcement was posted on April 25, 2022. “5/18” on that headline refers to May 18, 2022. The Cape Rail Study Report, as noted in the headline, was released November 8, 2021. The announcement of the report’s release was posted on November 12, 2021.

If the Town is not going to maintain the “News and Announcements” feature on the “Town Information” page, it should remove the feature and replace it with a link to the “News and Announcements” posted on the home page.

5. During the Bridges Program Virtual Public Information meeting on April 25, 2024, Program Manager Bryan Cordeiro, in a chat response to chat question of when a promised project scoping meeting would occur, stated that the April 25, 2024 virtual meeting and the May 13, 2024, Open House would serve as scoping meetings. MassDOT scoping meetings have required invite lists and required agenda topics specified in MassDOT Program scoping guidance documents. The required notice and invite list includes local municipal officials. Have the Town of Bourne or any of its officers or department heads received notice that the April 25, 2024, Virtual Public Information Meeting and/or the May 13, 2024, Cape Bridges Open House will serve as scoping meetings for this project? Has the Town or any of its officers or department heads been notified of a different scoping meeting?

6. Thank you for hosting our Federal, State and County representatives at the very informative Select Board meeting last night (May 1, 2024) and for representing the interests of our Town amid the onslaught pressing issues.

John York



report this email as spam.

APRIL 29, 2024

ENCLOSED:

CTV FORM 200 FINANCIAL BALANCE SHEET

CTV FORM 400 STATEMENT OF OWNERSHIP

**FOR THE COMBINED MASSACHUSETTS CABLE TELEVISION
OPERATIONS OF COMCAST CABLE COMMUNICATIONS, LLC FOR THE FISCAL YEAR ENDED
DECEMBER 31, 2023.**

CTV FORM 200
FINANCIAL BALANCE SHEET ⁽¹⁾

Reporting Entity: Combined Massachusetts Operations of Comcast Cable Communications Holdings, Inc.

Franchises Served: See Attachment A

Year Ending: December 31, 2023

	Current Year Yr2023	Prior Year Yr2022
ASSETS		
<u>Current Assets</u>		
200 Cash and Equivalents	\$ -	\$ -
210 Accounts Receivable, Less Allowances	23,923,008	26,448,902
220 Inventory	1,016,735	3,864,177
230 Prepaid Expenses	437,410	637,732
240 Other Current Assets	2,319,409	688,169
250 Total Current Assets	27,696,563	31,638,980
<u>Fixed Operating Assets</u>		
260 Land	11,062,805	11,062,805
270 Buildings	101,399,764	101,459,963
280 Headend Equipment	363,932,136	368,675,957
290 Trunk and Distribution Equipment	1,107,941,421	1,073,780,532
300 Subscriber Devices	403,260,847	466,503,039
310 Other Fixed Operating Assets	103,776,680	105,451,456
320 Construction Work in Progress	72,240	60,198
330 Total Fixed Operating Assets	2,091,445,894	2,126,993,950
340 Accumulated Depreciation	(1,885,284,134)	(1,934,888,225)
Net Fixed Operating Assets	206,161,760	192,105,725
<u>Other Operating Assets</u>		
350 Franchise Acquisition Costs	4,073,204,196	4,073,204,196
360 Excess Fair Value	-	-
370 Goodwill	27,597,247	27,597,247
380 Other Intangible Assets	38,686,054	37,985,817
390 Total Other Assets	4,139,487,497	4,138,787,260
400 Accumulated Amortization	(1,252,295)	(1,220,083)
Net Other Assets	4,138,235,203	4,137,567,177
410 Total Net Assets	\$ 4,372,093,526	\$ 4,361,311,882

CTV FORM 200
FINANCIAL BALANCE SHEET ⁽¹⁾

Reporting Entity: Combined Massachusetts Operations of Comcast Cable Communications Holdings, Inc.

Franchises Served: See Attachment A

Year Ending: December 31, 2023

	Current Year Yr2023	Prior Year Yr2022
LIABILITIES AND OWNER'S EQUITY		
<u>Current Liabilities</u>		
420 Accounts Payable	\$ 2,127,596	\$ 1,168,643
430 Subscriber Advance Payments and Deposits	14,702,222	15,628,798
440 Debt Due within One Year	44,633	39,933
450 Current Taxes Payable	1,867,835	1,885,280
460 Other Current Liabilities	23,733,164	21,693,764
470 Total Current Liabilities	42,475,452	40,416,417
<u>Non Current Liabilities</u>		
480 Long-Term Debt	-	-
490 Notes Payable	-	-
500 Bonds Payable	-	-
510 Obligation on Capitalized Leases	333,649	293,878
520 Deferred Taxes	-	-
530 Other Non Current Liabilities	19,990,798	21,521,010
540 Total Non Current Liabilities	20,324,447	21,814,888
<u>Owner's Equity</u>		
550 Net Assets due from/to Parent Company	(3,501,998,170)	(3,437,507,797)
560 Capital Stock	6,523,231,203	6,523,231,203
570 Retained Earnings - Gross	2,053,060,594	1,978,357,171
580 Accumulated Dividends	(765,000,000)	(765,000,000)
590 Other	-	-
600 Total Owner's Equity	4,309,293,627	4,299,080,577
610 Total Liabilities and Equity	\$ 4,372,093,526	\$ 4,361,311,882

¹ Note - Financials are estimated based on video subscribers as a percent of total subscriber base and does not reflect centrally managed assets and liabilities.

ATTACHMENT A

COMBINED MASSACHUSETTS OPERATIONS OF COMCAST CABLE COMMUNICATIONS HOLDINGS, INC. SCHEDULE OF FRANCHISES SERVED IN COMMONWEALTH OF MASSACHUSETTS AS OF DECEMBER 31, 2023

1	Abington	41	Carver	81	Granby	121	Marlborough
2	Acton	42	Chatham	82	Granville	122	Marshfield
3	Acushnet	43	Chelmsford	83	Greenfield	123	Mashpee
4	Agawam	44	Chelsea	84	Groveland	124	Mattapoissett
5	Amesbury	45	Chester	85	Halifax	125	Maynard
6	Amherst	46	Chilmark	86	Hamilton	126	Medfield
7	Andover	47	Clinton	87	Hanover	127	Medford
8	Aquinnah	48	Cohasset	88	Hanson	128	Medway
9	Arlington	49	Colrain	89	Hardwick	129	Melrose
10	Ashburnham	50	Concord	90	Harwich	130	Mendon
11	Ashby	51	Conway	91	Hatfield	131	Merrimac
12	Ashland	52	Danvers	92	Haverhill	132	Methuen
13	Attleboro	53	Dartmouth	93	Hingham	133	Middleborough
14	Avon	54	Dedham	94	Holbrook	134	Middlefield
15	Ayer	55	Deerfield	95	Holliston	135	Middleton
16	Barnstable	56	Dennis	96	Holyoke	136	Milford
17	Becket	57	Devens	97	Hopedale	137	Millis
18	Bedford	58	Dighton	98	Hopkinton	138	Milton
19	Bellingham	59	Dover	99	Hudson	139	Monson
20	Belmont	60	Dracut	100	Hull	140	Montague
21	Berkley	61	Duxbury	101	Huntington	141	Montgomery
22	Bernardston	62	East Bridgewater	102	Ipswich	142	Nahant
23	Beverly	63	Eastham	103	Kingston	143	Nantucket
24	Billerica	64	Easton	104	Lakeville	144	Natick
25	Blackstone	65	Edgartown	105	Lancaster	145	Needham
26	Bolton	66	Erving	106	Lawrence	146	New Bedford
27	Boston	67	Essex	107	Leominster	147	Newbury
28	Bourne	68	Everett	108	Lexington	148	Newburyport
29	Boxborough	69	Fairhaven	109	Lincoln	149	Newton
30	Boxford	70	Fall River	110	Littleton	150	Norfolk
31	Braintree	71	Falmouth	111	Longmeadow	151	North Andover
32	Brewster	72	Fitchburg	112	Lowell	152	North Attleborough
33	Bridgewater	73	Foxborough	113	Lunenburg	153	North Reading
34	Brockton	74	Framingham	114	Lynn	154	Northampton
35	Brookline	75	Franklin	115	Lynnfield	155	Northfield
36	Buckland	76	Freetown	116	Malden	156	Norton
37	Burlington	77	Gardner	117	Manchester	157	Norwell
38	Cambridge	78	Georgetown	118	Mansfield	158	Norwood
39	Canton	79	Gill	119	Marblehead	159	Oak Bluffs
40	Carlisle	80	Gloucester	120	Marion	160	Orleans

161	Palmer	183	Sandwich	205	Taunton	227	West Newbury
162	Peabody	184	Saugus	206	Templeton	228	West Springfield
163	Pelham	185	Scituate	207	Tewksbury	229	West Tisbury
164	Pembroke	186	Seekonk	208	Tisbury	230	Westfield
165	Phillipston	187	Sharon	209	Tolland	231	Westford
166	Plainville	188	Shelburne	210	Topsfield	232	Westhampton
167	Plymouth	189	Sherborn	211	Townsend	233	Westminster
168	Plympton	190	Shirley	212	Truro	234	Weston
169	Provincetown	191	Somerset	213	Tyngsborough	235	Westwood
170	Quincy	192	Somerville	214	Upton	236	Weymouth
171	Randolph	193	South Hadley	215	Wakefield	237	Whately
172	Raynham	194	Southborough	216	Walpole	238	Whitman
173	Reading	195	Southwick	217	Waltham	239	Williamsburg
174	Rehoboth	196	Springfield	218	Ware	240	Wilmington
175	Revere	197	Sterling	219	Wareham	241	Winchendon
176	Rochester	198	Stoneham	220	Warren	242	Winchester
177	Rockland	199	Stoughton	221	Watertown	243	Winthrop
178	Rockport	200	Stow	222	Wayland	244	Woburn
179	Rowley	201	Sudbury	223	Wellesley	245	Worthington
180	Russell	202	Sunderland	224	Wellfleet	246	Wrentham
181	Salem	203	Swampscott	225	Wenham	247	Yarmouth
182	Salisbury	204	Swansea	226	West Bridgewater		

CTV FORM 400 STATEMENT OF OWNERSHIP

Please provide the following information for each Issuing Authority. Note that communities served by the same legal entity may be aggregated.

- (1) (a) The full legal name of the cable operator's legal entity (corporation or partnership) holding the cable television license.

Name: See Attachment A

- (b) If applicable, the d/b/a or generally used name of the legal entity within the Issuing Authority's community.

Name: _____

- (2) The full legal name of the ultimate parent entity/ies which own(s) the corporation or partnership holding the cable license.

Name: Comcast Corporation FEDERAL ID 27-0000798

- (3) The regional office(s) managing the cable licenses in Massachusetts:

Name: Comcast Cable Communications, LLC

Street Address: 676 Island Pond Road

Municipality, State & Zip Code: Manchester, NH 03109

Contact Person: Richard Hislop II

Contact Person's Title: Division Sr. Vice President, Finance

Contact Person's Telephone Number: (603) 695 – 1600

- (4) The corporate office of the ultimate parent entity:

Name: Comcast Corporation

Street Address: 1701 John F Kennedy Boulevard

Municipality, State & Zip Code: Philadelphia, PA 19103

Contact Person: Richard Hislop II

Contact Person's Title: Division Sr. Vice President, Finance

Contact Person's Telephone Number: (603) 695 – 1600

Comcast Cable Communications, LLC
Attachment A
12/31/2023

Name: Comcast Cable Communications, LLC

(1) (a) The full legal name of the cable operator's legal entity (corporation or partnership) holding the cable television license.

Legal Entity

- Comcast Cable Communications Management, LLC
- Comcast of Boston, Inc.
- Comcast of Brockton, Inc.
- Comcast of California/Massachusetts/Michigan/Utah, LLC
- Comcast of Connecticut/Georgia/Massachusetts/New Hampshire/New York/North Carolina/Virginia/Vermont, LLC
- Comcast of Georgia/Massachusetts, LLC
- Comcast of Massachusetts II, Inc.
- Comcast of Massachusetts III, Inc.
- Comcast of Massachusetts/Virginia, Inc.
- Comcast of Milton, Inc.
- Comcast of Needham, Inc.
- Comcast of Southern New England, Inc.

Certification Page

Financial and Statistical Data Forms for the year ending December 31, 2023

Name: Comcast Cable Communications, LLC

Street Address: 676 Island Pond Road

Municipality, State & Zip Code: Manchester, NH 03109

Telephone Number: (603) 884-8117 Fax Number: None

Name of person completing these forms: Lisa Lewis

Title: Analyst 3, Financial Planning & Analysis

Number of cable franchises in Massachusetts at most recent year end: 247

Number of cable subscribers in Massachusetts at most recent year end: 920,375

Form of Organization (circle one):

Corporation

Partnership

Other

Is the company owned or controlled by a Multiple System Operator (MSO)? Yes

Name, address and telephone number of MSO: Comcast Corporation

1701 John F Kennedy Boulevard

Philadelphia, PA 19103

CERTIFICATION

G.L. c. 166A, sec. 8, requires the execution of this certification by the treasurer of the corporation.

I certify that all the information contained in these forms are true and complete to the best of my knowledge. All material changes requiring an explanation have been explained.

Signed and sworn to under the pains and penalties of perjury this: 25th day of April 2024


Signature - Richard Hislop II

Division Sr. Vice President, Finance
Title