SEA CAMPS ADVISORY COMMITTEE

Town of
BREWSTER
MASSACHUSETTS

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Amy Woods, Clerk
Amanda Bebrin
David Colton
John Dickson
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Town Staff
Peter Lombardi, Town Manager
Donna Kalinick, Asst. Town Manager
Griffin Ryder, Town Engineer/Project Manager

SEA CAMPS ADVISORY COMMITTEE MEETING AGENDA

April 8, 2026 at 4:00PM
Town Hall, 2198 Main St., Brewster, MA 02631

JOIN ZOOM MEETING
https://us02web.zoom.us/j/88426178774?pwd=bpQUGvf3oALKsptOp1tzPFJsFu4B0z.1
Webinar ID: *884 2617 8774* ***Passcode:*** *907435*

JOIN MEETING BY PHONE
Call: (312) 626-6799 or (301) 715-8592 ***Webinar ID:*** *884 2617 8774* ***Passcode:*** *907435*
To request to speak: Press *9 and wait to be recognized.

WATCH OR LISTEN
Live TV: BGTV Channel 8 and HD Channel 1072 **Livestream**: livestream.brewster-ma.gov
Recorded Video: tv.brewster-ma.gov

- This meeting will be conducted in person at the time and location identified above.
- As a courtesy only, meeting access is provided to the public by remote options. The meeting or hearing will not be suspended or terminated if technological problems interrupt the virtual broadcast unless it is a fully remote meeting.
- Members of the public, including applicants and representatives with a particular interest in an agenda item, should attend the meeting in-person.
- The board or committee may take official action including votes on any agenda item.
- Agenda items may be taken out of order at the Chair's discretion.

1. **Call to Order**
2. **Declaration of a Quorum**
3. **Recording Statement**: As required by the Open Meeting Law we are informing you the Town will be video and audio recording, as well as broadcasting this public meeting. If anyone else intends to video or audio record this meeting, they are required to inform the Chair.
4. **Public Announcements and Comment:** Members of the public may address the Committee on matters not on the meeting's agenda for a maximum of 3-5 minutes at the Chair's discretion. The Committee cannot reply to statements made or answer questions raised during public comment but may add items presented to a future agenda.
5. **Discuss and Vote on Scope of Work for Community Center Needs Assessment**
6. **Update and Discussion on Preliminary Draft Parking Design Concepts for First Light Beach Overflow, Nature Center, and Boathouse**
7. **Update on Bay Property Building Hazardous Materials Remediation Project**
8. **Discuss and Vote Recommendation on Water Main Replacement Funding Request for Spring 2026 Town Meeting**
9. **Discuss and Vote Recommendation on Citizens Petitions Regarding Changing Use of Sea Camps Pond Property to Conservation Only and Revising Sea Camps Pond Property Comprehensive Plan – Seamus Woods, Brewster Conservation Trust**
10. **Implementation Status Update**

11. **Update on First Light Beach Dune Protection for Summer 2026**
12. **Update on Beautify Brewster Clean-up Event**
13. **Vote on Meeting Minutes**
14. **Discuss Future Meeting Agenda Items**
15. **For Your Information**
16. **Matters Not Reasonably Anticipated by the Chair**
17. **Next Meetings**
18. **Adjournment**

Date Posted:	**Date Revised:**	**Received by Town Clerk:**
4/2/26		

Town of Brewster Community Center: Community Needs Assessment

Project Context

The Town of Brewster purchased the former Cape Cod Sea Camps properties with overwhelming support from residents in 2021. The Town Meeting Vote for the Bay Property, located at 3057 Main Street, centrally located on Route 6A, included the potential for a future community center on the Bay Property. Both the 2018 Town Vision Plan and the 2023 Local Comprehensive Plan identify a new, multigenerational community center as a priority goal for the Town. Similarly, throughout the Sea Camps community-led planning process, residents expressed widespread interest in social, recreational, and educational activities that would be supported by a new community center. Given this feedback, the comprehensive plan for the Sea Camps Bay Property adopted by Town Meeting in May 2024 included an area set aside for a potential future community center. The reserved zone is adjacent to the existing pool parking area and its proximity to the outdoor pool, arts center, tennis courts, and athletic fields would provide a central location for all recreational and educational programs on the Bay Property.

Subsequent phases of the comprehensive plan for this property reference the possibility of funding the design and construction of a new facility. In order for residents to be able to make informed decisions regarding their interest in and support for any such new proposed building, the Town must first complete a needs assessment. While this study will identify and analyze certain elements of this specific site, it will largely focus on identifying the various programs and services needed to better support our residents (Council on Aging, Recreation, etc.), developing conceptual plans for a facility that aligns with these needs and fits within the Sea Camps Bay campus, and providing cost estimates and a tentative project timeline. This report will explore various design alternatives, and it will also consider parking, circulation, landscaping, sustainability, and site infrastructure considerations. It is anticipated that the Town would gather data and input from the community as part of the needs assessment to inform the overall proposed program and conceptual facility design.

Task 1: Benchmarking & Existing Conditions Analysis

Conduct a comprehensive benchmarking process and review of existing plans, policies, studies, and prior community input relevant to the development of a future Community Center for the Town of Brewster at the Bay Property. Perform an analysis of the of the existing site and contextual conditions at the identified location that may influence the planning and design of a future Community Center.

This task includes:

- Review of all relevant planning, policy, and engagement documents, including but not limited to:
    - 2024 Bay Property Comprehensive Plan
    - Council on Aging Age Friendly Action Plan
    - Recreation Department Needs Assessment
    - Sea Camps Comprehensive Plans and related Community Center research
    - Prior community feedback and conceptual materials
    - Local Comprehensive Plan and Vision Plan
- The consultant shall meet with Town Administration and key staff to understand historical context, prior decision-making, and existing expectations
- Research and preparation of a **comparative benchmarking analysis of at least three (3) community centers** with similar usage goals Brewster, with preference given to Cape Cod and South Shore communities. Analysis shall include program offerings, building scale, operational considerations, and best practices.
- Site analysis addressing:
    - Any state or municipal zoning or regulations including local design guidelines that might impact the concept
    - Topography
    - Existing utilities and infrastructure
    - Stormwater conditions
    - Wastewater options
    - Environmental and landscape considerations
    - Sustainability considerations and constraints
- Preliminary assessment of site access, circulation, and parking considerations as they relate to future development concepts.
- Traffic impact study based on development concepts

Deliverable: **Benchmarking and Existing Conditions Memorandum with supporting information** summarizing relevant prior studies, comparable facilities, site opportunities/constraints, and key findings to inform subsequent project phases.

Task 2: Community and Stakeholder Engagement

The consultant shall implement a targeted engagement process, building on prior community engagement efforts to validate and refine key assumptions and priorities, focusing on the needs, desires, and priorities of Brewster residents and user groups. This phase will require interactive working group sessions with Town leadership, boards, committees, staff, user groups, and the broader community to gather meaningful input and ensure transparency throughout the planning process.

This task includes:

- Synthesis and validation of previously identified needs to avoid duplication of work.
- Meetings with Town Administration and relevant Town staff.
- Discussions with current and future user groups, stakeholders, end-users, and staff from both the Council on Aging and Recreation Departments.
- Separate meetings (3) with Sea Camps Advisory Committee, Recreation Commission, and Council on Aging Board to solicit input on approach and direction
- Sharing of engagement findings with relevant stakeholders prior to advancement into program development and conceptual design.
- Community-wide information gathering using a variety of tools, which may include:
    - Community and user surveys
    - Share engagement findings at a joint meeting of the Sea Camps Advisory Committee, Recreation Committee and the Council on Aging Board.
    - Facilitate one (1) public meeting and/or focus groups following the joint presentation.

Deliverables: **Engagement Summary Memorandum with supporting information** documenting stakeholder input, key themes, and implications for program development and conceptual design.

Task 3: Needs Prioritization & Program Development or Facilities Program Study

Analyze information gathered through research and engagement to identify, define, prioritize, and translate the needs of the community into a comprehensive building program for a future Community Center.

This task includes:

- Evaluation of current and projected space and programming needs for the Council on Aging and Recreation Department.
- Identification of broader community needs, interests, and desired amenities.
- Development of a prioritized framework of needs to guide program development, design alternatives, and cost considerations.
- Prioritization of needs, distinguishing between core requirements, major program needs, and aspirations or long-term desires.
- Finalization of a **core building program** and programmatic requirements for a future Community Center.
- Development of a detailed **program space list**, including:
    - Individual program elements
    - Adjacency requirements
    - Preliminary square footage allocations consistent with comparable facilities

- Identification of potential programs for the Council on Aging & Recreation Departments.
- Establishment of a program baseline to support subsequent conceptual design and cost scenarios.

Deliverables: **Program and Needs Assessment Memorandum with supporting information** outlining prioritized needs, program recommendations, space requirements, adjacency relationships, and preliminary square footage allocations.

Task 4: Conceptual Design Scenarios & Opinion of Probable Cost

Develop multiple conceptual design alternatives to provide the Town and residents with clear options reflecting varying levels of program, scale, and cost.

This task includes:

- Development of a facility program diagram outlining spaces, approximate floor areas, adjacency requirements, and special equipment needs.
- Preparation of **three (3) conceptual design scenarios**, each including a conceptual site plan illustrating pedestrian and vehicular circulation and potential site amenities:
    - **Scenario 1 – Comprehensive Development:** Addresses all identified community, Council on Aging, and Recreation Department needs.
    - **Scenario 2 – Moderate Development:** Addresses the major and majority of identified needs.
    - **Scenario 3 – Core/Foundational Development:** Addresses minimum essential program and service needs.
- Each scenario should demonstrate how the proposed program can be accommodated on the Bay Property and clearly articulate trade-offs between program scope, site constraints, and cost.
- For each scenario include an analysis/discussion about the potential scalability of both the program and building for each of the design scenarios.
- Preparation of a **Preliminary Opinion of Probable Costs** for each conceptual scenario including an Operational and Financial Analysis.
    - Assess potential operating models, staffing structures, and maintenance requirements for the proposed concepts
    - Develop an operational pro forma, including estimated revenues, expenses, and funding mechanisms
    - Identify potential funding sources, such as grants, partnerships, or public-private opportunities, to support the project
- Development of a potential project implementation timeline
- Presentation of conceptual designs at a joint meeting of the Sea Camps Advisory Committee, Recreation Committee and Council on Aging Board for review and comment.

- Support the Town to solicit public comment on the conceptual design options.
- Finalize conceptual alternative designs based on committee and community feedback.

Deliverables: **Conceptual Design Alternatives Package** including three conceptual site/building scenarios, comparative program and site fit analysis, preliminary options of probable cost, and operational/financial analysis.

Task 5: Final Report

The consultant shall prepare a comprehensive Final Report documenting the full process and all deliverables. The report shall include:

- Table of contents
- Executive summary
- Introduction with project purpose, historical overview, and site description
- Summary of community needs
- Documentation of the facility program and how it meets identified needs
- Program recommendations with priority rankings
- Individual room and floor plan layouts
- Conceptual color renderings of development options for display and presentation purposes
- Site access, parking, landscaping, lighting, screening, snow storage, and trash storage considerations
- Opinions of Probable Cost for all scenarios
- Conceptual phasing and timeline

Deliverables: **Final Community Center Needs Assessment Report with supporting information** compiling all prior analyses, conceptual alternatives, cost information, and recommended next steps.

Task 6: Presentation and Adoption Support

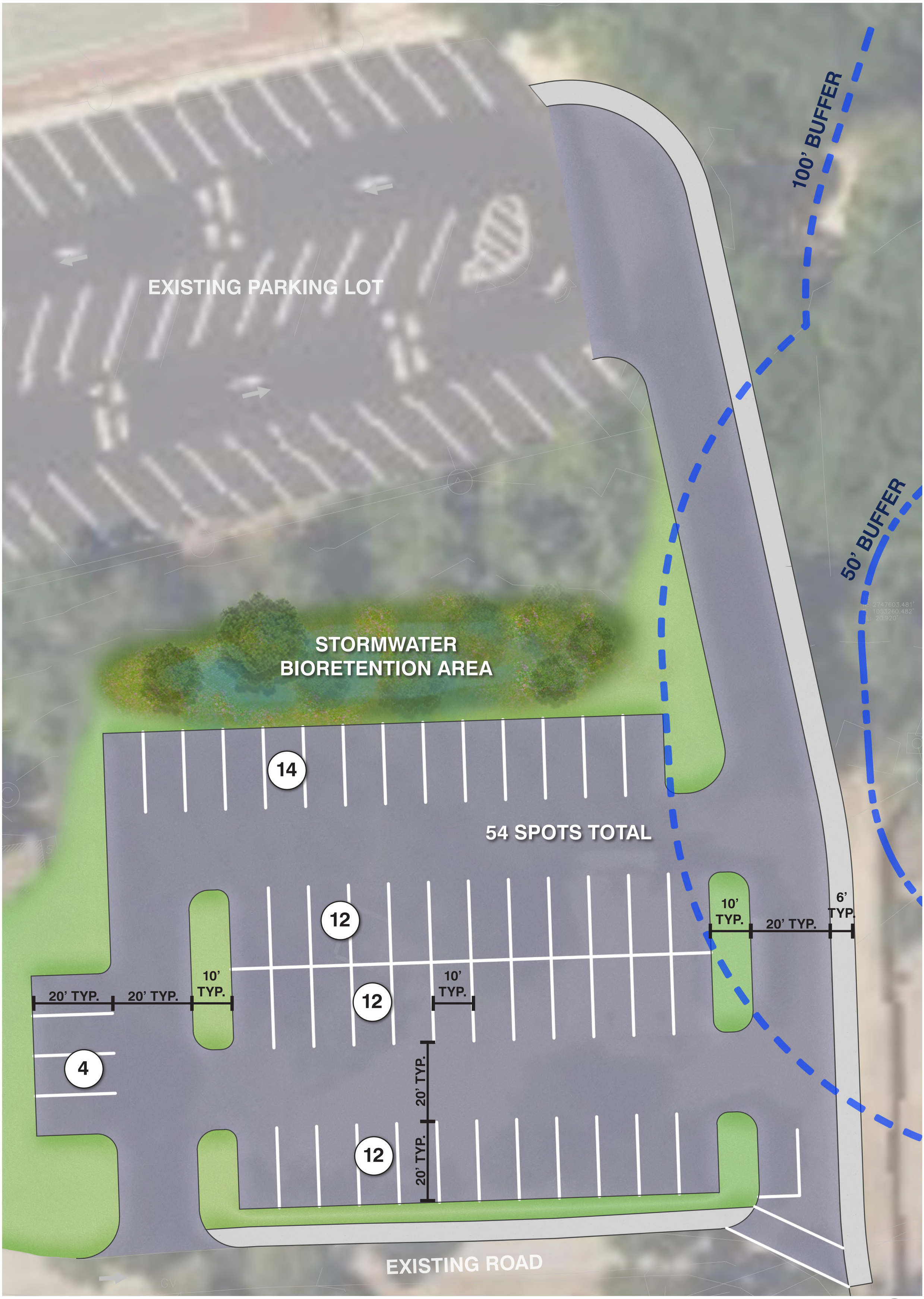
The consultant shall support the Town through the public review and adoption process by:

- Develop materials for public presentation including full size graphic renderings
- Present the final conceptual design and report at one joint meeting of the Select Board, Sea Camps Advisory Committee, Recreation Commission and the Council on Aging Board.
- Present the final conceptual design and report to the public at a public forum.
- Develop relevant materials and graphics for public communication, Town Meeting information, and social media content

- Attend Town Meeting to provide support to the Town on technical questions that may arise.

Deliverables: **Presentation materials and meeting support** for board, committee, and public review of findings and recommended next steps.

The Consultant shall submit a proposed project workplan for the tasks listed herein which includes a comprehensive schedule for the Town staff meetings, committee meetings, and public information sessions under each task. At a minimum, monthly meetings with Town Administration shall also be included in the project scope and divided into each task based on the consultants' proposed schedule.



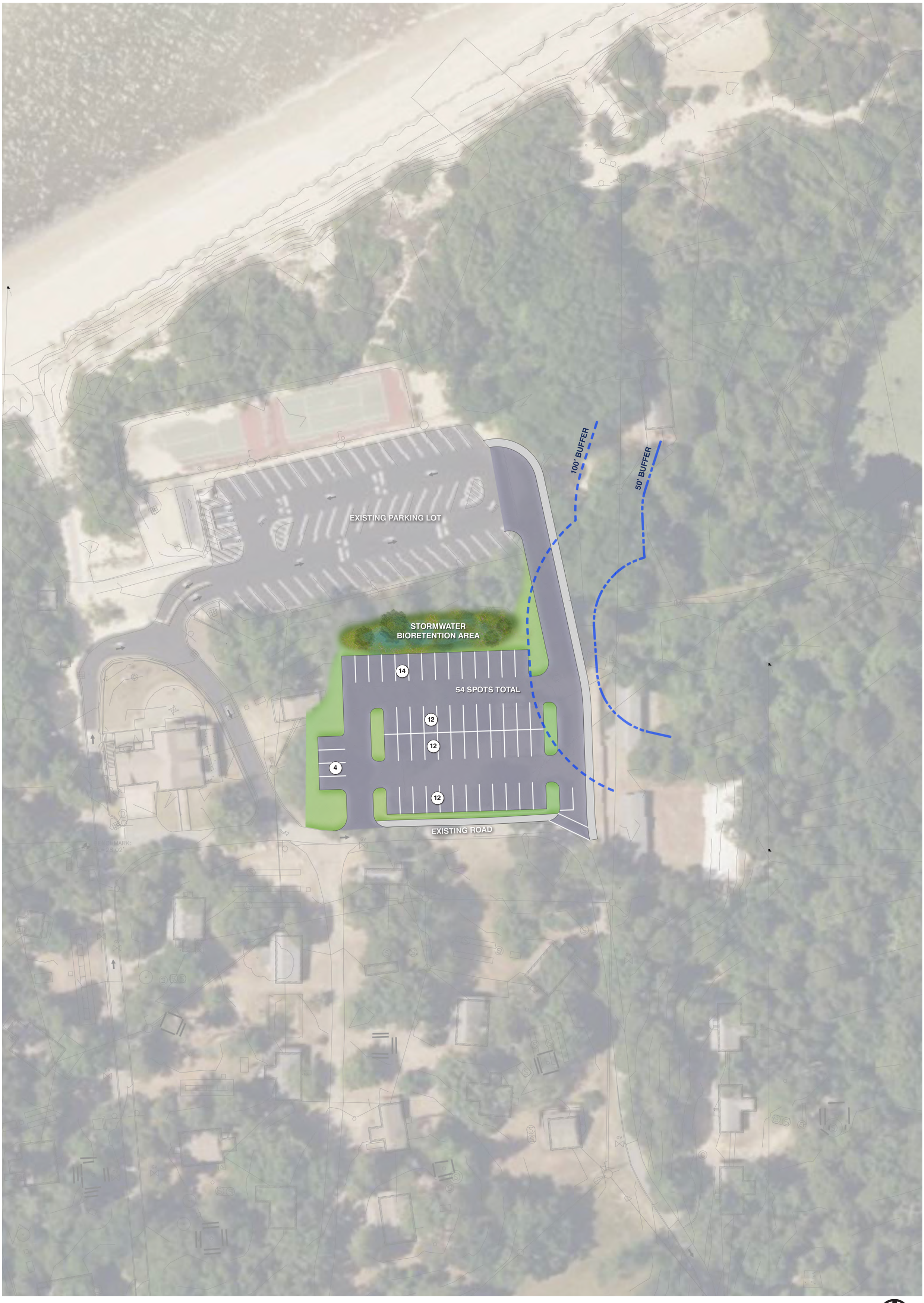
PARKING LOT LAYOUT | CONCEPT 1A

TOWN OF BREWSTER, MASSACHUSETTS

APRIL 2026

0' 5' 10' 20'

Weston & Sampson



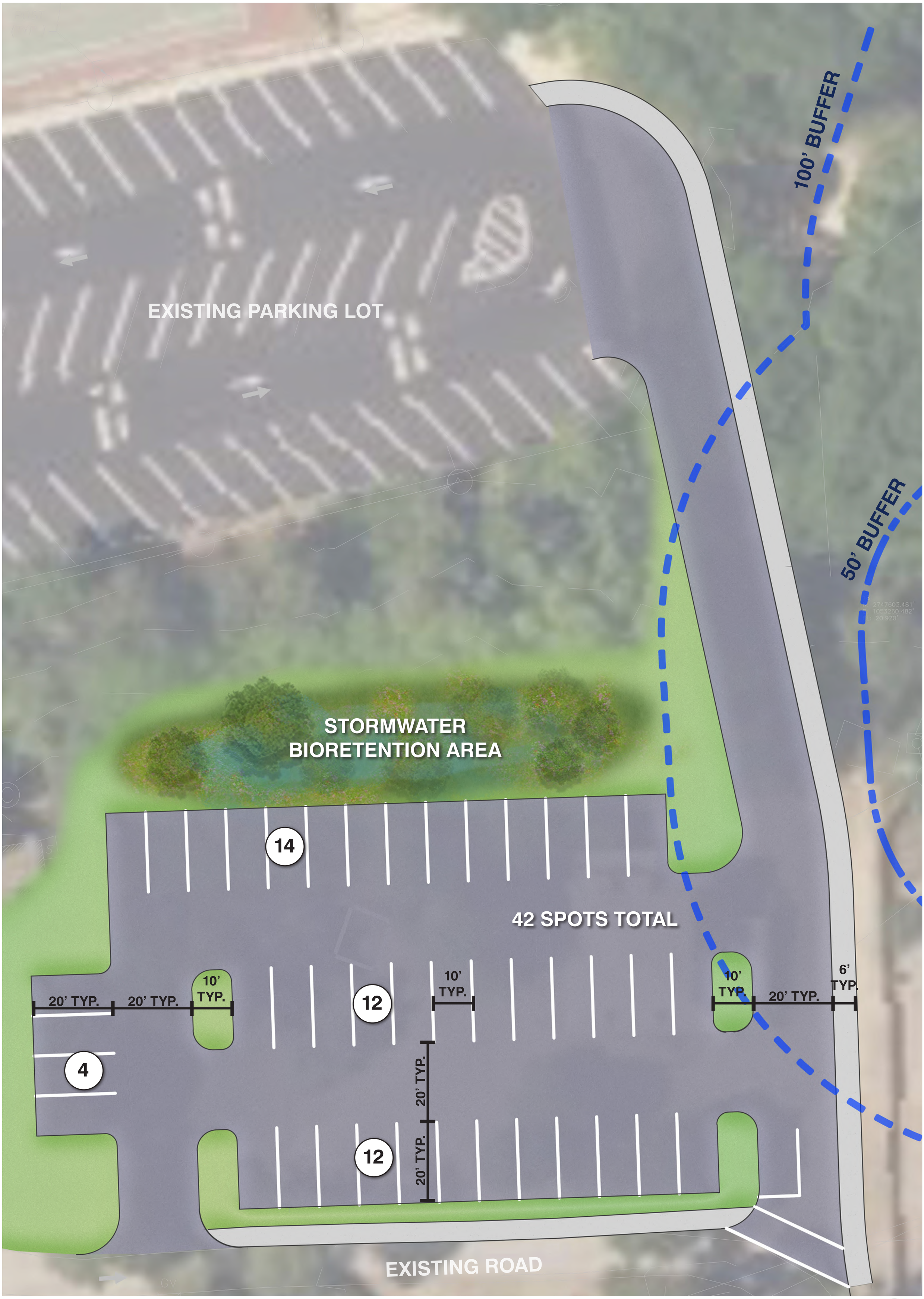
PARKING LOT LAYOUT | CONCEPT 1A - 30 SCALE

TOWN OF BREWSTER, MASSACHUSETTS

APRIL 2026

0' 15' 30' 60'

Weston & Sampson



PARKING LOT LAYOUT | CONCEPT 1B

TOWN OF BREWSTER, MASSACHUSETTS

APRIL 2026

0' 5' 10' 20'

Weston & Sampson

PARKING LOT LAYOUT | CONCEPT 1B - 30 SCALE

TOWN OF BREWSTER, MASSACHUSETTS

APRIL 2026

0' 15' 30' 60'

Weston & Sampson

Asbestos Abatement Work Plan

for Sea Camps Bay Property, 3057 Main St., Brewster, MA 02631

a. Methods and materials for isolating the work area(s) from non-work area(s)

1. We will construct and maintain suitable critical barriers within the building to separate asbestos abatement work areas from the outside. Critical barriers will be of sufficient size and strength to prevent others from entering the work areas. Critical barriers will be constructed at all hallways, doorways, grille openings, or other open entrances to the work area. Any seams in the critical barriers will be sealed airtight with caulking or an approved equal method.

2. Prior to construction of the asbestos removal area, all primary barriers will be sealed with two layers of 6-mil plastic sheeting and duct tape. Primary barriers consist of all windows, vents, closed and locked doors, and openings to adjacent spaces from the work area.

3. Critical barriers consist of the boundaries of the work area including floors, walls, and any constructed barrier to restrict public access to the work area. Except where flooring materials will be removed, floors will be sealed with two layers of six (6) mil polyethylene sheeting. The containment walls will be constructed using one layer of 6-mil polyethylene sheeting.

4. Warning signs will be posted on the entrance to all work areas.

5. We will maintain all temporary and critical barriers, facilities, and controls as long as needed for the safe and proper completion of the work. Any breaches in the containment will be corrected at the beginning of each shift and as necessary during the workday. Work will not commence until all control systems are in place and operable.

6. No barriers will be removed until the work areas are thoroughly cleaned, all debris has been properly bagged and removed from work areas, and the air has passed final clearance tests.

b. Locations and details of construction of the Decontamination Facility

1. The decontamination facility will be located outside of the Buildings.

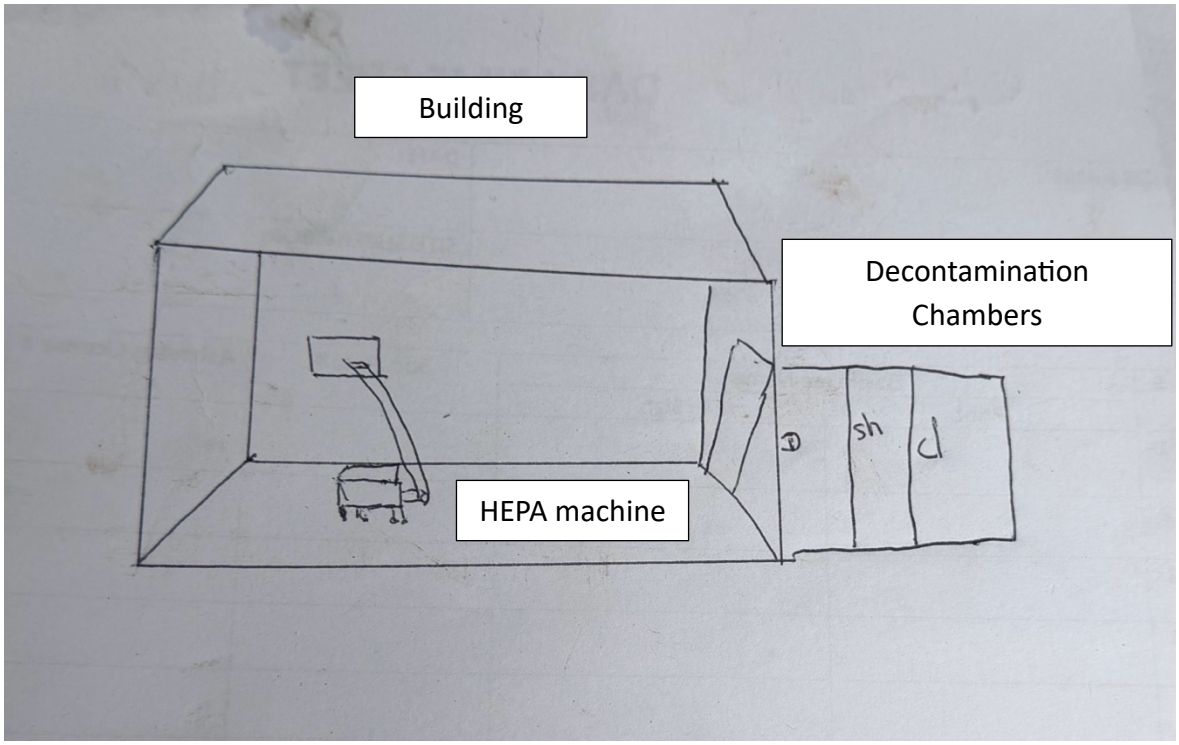
2. We will provide decontamination chambers consisting of an Equipment Room, Shower Room, and Clean Room for personnel involved in asbestos removal. Each of the three rooms will be of sufficient size to accommodate authorized personnel and related equipment. Each room will be separate of other rooms by a double flap of 6-mil polyethylene sheeting acting as an airlock. The

rooms will be masked, sealed and attached to the entry/exit ways of asbestos work areas. A Decontamination Unit will be installed for each containment area.

3. The Equipment Room will serve as a transfer room and an intermediate area between the work area and any decontamination procedures to occur in the shower room. This room will be vacuumed and washed whenever necessary in order to prevent asbestos dust and debris accumulations. The Equipment Room will also serve as an access area to the shower for personnel leaving the work area. Workers leaving the containment will remove and dispose of disposable protective suits and wear only respirators into the Shower. At the end of each day, bags of asbestos waste and contaminated materials will be removed after a thorough decontamination procedure. Workers performing this operation will wear respirators and disposable full-body protective suits.

4. The Shower Room will have a continuous supply of cold and hot water and be suitably arranged for complete showering during decontamination. The Shower Room with curtained doorways will comprise an airlock between contaminated and clean areas. All materials being passed from the equipment room to the clean room will pass through the shower and be thoroughly decontaminated.

5. The Clean Room will store asbestos workers' clean protective clothing and clean respirator equipment. Contaminated clothing, respirators, tools, equipment, or other materials will not be allowed into the Clean Room or beyond. The Clean Room will serve as an access for personnel entering the work area, and for the donning of respiratory protection and protective clothing.



c. Number and capacity for the portable HEPA-filtered exhaust units

The HEPA machines being used have a capacity of 2,000 square feet. We will be using one HEPA for each Building.

d. Locations of water and electrical sources for intended usage

We will utilize electricity that is available at the Buildings. For Building 15A which does not have electricity, we will use our generator.

We will utilize water that is available at the Buildings. For Buildings with no water, we will use a hose.

e. ACM Removal Procedures

1. All asbestos-containing material will be soaked with water before removal. The material will be sufficiently saturated to reduce fiber release so that the airborne fiber concentration does not exceed the established OSHA Permissible Exposure Limits. The water will not be applied in amounts that will cause leakage or runoff of contaminated water from the removal area.

2. Asbestos-containing material will be carefully removed and placed immediately into bags. Bags will be filled with water to the point where all asbestos is adequately wetted.

3. Asbestos waste will be double bagged before it is removed from the contained area.

4. All bags transported out of the work area will be labeled with preprinted labels.

f. Work Schedule

1. The 10 Day DEP Notification has been submitted and we are available to start work on Monday, April 6, 2026.

2. On April 6, we will start the abatement of Building 32. We plan to use five workers for this work. The estimated time to complete the work is two days.

3. On April 8, we plan to start the abatement of Building 15A. We plan to use two workers for this work. The estimated time to complete the work is one day.

4. On April 8, we plan to start the abatement of Building 85. We plan to use three workers for this work. The estimated time to complete the work is one day.

5. On April 9, we plan to start the abatement of Building 40, 30, 49, and 80 (Change Order). This work will be completed in one day.

6. On April 10, we plan to complete any final cleaning tasks still remaining and remove all hazardous waste.

7. For each Building, after completion of work and the asbestos consultant has run a post-abatement inspection and received the results, we can conduct the final cleaning.

CAPITAL AND SPECIAL PROJECTS EXPENDITURES

ARTICLE NO. 13: To see what sums the Town will vote to raise and appropriate, transfer from available funds, or authorize the Town Treasurer to borrow under and pursuant to Massachusetts General Laws Chapter 44, Sections 7 or 8, or any other enabling authority, for the capital outlay expenditures listed below, including, in each case, all incidental and related costs, to be expended by the Town Manager, except School expenditures to be made by the School Superintendent with the approval of the School Committee; authorize leases and lease purchase agreements for more than three but not more than five years for those items to be leased or lease purchased, and further that the Town Manager with the approval of the Select Board or School Superintendent with the approval of the School Committee for school items, be authorized to sell, convey, trade-in or otherwise dispose of equipment being replaced, all as set forth below:

	Department	*Item*	*Funding Source(s)*	*Amount*
5	Water Department			
	a. Water Meter Replacement	Costs for goods, materials and professional services to maintain and replace water meters throughout town	Water Retained Earnings	$80,000
	b. Water Main Replacement	Costs for goods, materials and professional services to replace critical sections of water main in town	Water Retained Earnings	$100,000
			Sub-Total	**$180,000**

5. WATER DEPARTMENT

5a. Water Meter Replacement – These funds will be used to pay for goods, materials, and professional services to maintain and replace water meters throughout town.

Select Board: **Yes 5, No 0, Abs 0** **Finance Committee:** **Yes 9, No 0, Abs 0**

5b. Water Main Replacement - These funds will be used to pay for goods, materials, and professional services to maintain, repair, and upgrade the Town's water distribution system.

Select Board: **Yes 5, No 0, Abs 0** **Finance Committee:** **Yes 9, No 0, Abs 0**

Relocating a Threatened Coastal Water Main for the Brewster Sea Camps Bay Parcel and surrounding neighborhoods - Draft

EDIT BUNDLE GRANT APPLICATI...

Apply for Environment and Climate OneStop (ECO) FY27

Complete the form below to apply for a bundle grant application in the system.

Program Bundle Name	Application Open Date	Application Close Date
Environment and Climate OneStop (ECO) FY27	1/20/2026	3/27/2026

Editing this application locks it for other users. **Session expires in: 51 minutes**
After 2 hours of inactivity, your session will end and **unsaved changes will be lost.** To allow other users access, save & exit or mark complete and exit the application.

- ☑ Program Bundle Information
- ☑ Policies and Procedures
- ☑ Application Information
- ☑ Eligibility Questions
- ☑ Eligible Programs
- ☑ Core Questions
  - ✓ Eligibility Questions
  - ✓ Core Questions: Applicant and Project Information
  - ✓ Core Questions: Project Benefits
  - ✓ Core Questions: Project Scope and Budget
  - ✓ Core Questions: Climate Change Data
  - ✓ Core Questions: Partnerships and Engagement
  - ✓ Core Questions: Metrics, Maintenance, and Transferability
  - ✓ Core Questions: Permitting Information
- ☑ CZM Coastal Resilience FY27
  - ✓ Program Details
  - ✓ Application Form
  - ✓ Review
- ☑ Review Documents
- ☐ **Review and Submit**

Review and Submit

SAVE & EXIT

Application Information

Grant Application Title *
Relocating a Threatened Coastal Water Main for the Brewster Sea Camps Bay Parcel and surrounding neighborhoods

Municipality *
BREWSTER

County
Barnstable

Summary of Proposed Work *
Brewster is seeking funding to relocate an aging coastal water main from within a dune farther inland. The new water line will be strategically positioned away from the eroding shoreline. The new system will connect in two locations and provide upgraded service on Flying Mist Lane. The urgency of this project is underscored by the fact that the existing water main has already suffered two major breaks within the dune system and required cutting and capping and creating a dead-end water main. A third area is at risk of failure, threatening the water supply of an entire neighborhood. Engineering designs and permitting for this project are underway, with a scheduled completion date of June 30, 2026. The Town's Water Department is prepared to construct the new looped water main, which will ensure a more resilient water supply and fire protection, will benefit the Brewster Sea Camps parcel and Mass Audubon Nature Center, and the residents who receive a newly upgraded water service.

Grant Start Date * Sep 14, 2026
Grant End Date * Jun 30, 2028

Total Amount Requested *
$588,813.06

Grant Primary Contact *
Griffin Ryder (gryder@brewster-ma.gov)

Primary Contact Info

Name	Griffin Ryder
Email	gryder@brewster-ma.gov
Phone Number	(774) 212-0859
Address	2198 Main Street

Eligibility Question Answers

Applicant Entity Type. *
Select one
Municipality

Project Type *
Select the one project type that is **most central** to your project. Based on your selection, you will be routed to the grant program(s) that best fit your proposal and will complete additional questions related to those programs. If your project type is not listed, this does not mean that your project is not eligible. Please select "other," then review the grant programs in the ECO One Stop Grant Catalogue and select the best-fitting program(s) to apply to. (select one)
Relocation or Retrofit of Critical Infrastructure (not a culvert, small bridge, dam, levee, or seawall)

Coastal Watershed *
Is the project located within the Massachusetts Coastal Watershed? Find a list of communities in the Massachusetts Coastal Watershed here. Note that an asterisk (*) after the city or town name indicates that the community is only partially within the Massachusetts Coastal Watershed. These communities must provide additional information within their application to demonstrate that the proposed project is within the boundaries of Massachusetts Coastal Watershed and meets all other eligibility requirements.

Abington, Acton, Acushnet, Amesbury, Andover, Aquinnah, Arlington, *Ashburnham, Ashby, Ashland, *Attleboro, Avon, Ayer, Barnstable, Bedford, *Bellingham, Belmont, Berkley, Berlin, Beverly, Billerica, Bolton, Boston, Bourne, Boxborough, Boxford, *Boylston, Braintree, Brewster, Bridgewater, Brockton, Brookline,

Burlington, Cambridge, Canton, Carlisle, Carver, Chatham, Chelmsford, Chelsea, Chilmark, Clinton, Cohasset, Concord, Danvers, Dartmouth, Dedham, Dennis, Dighton, Dover, Dracut, Dunstable, Duxbury, East Bridgewater, Eastham, Easton, Edgartown, Essex, Everett, Fairhaven, Fall River, Falmouth, Fitchburg, Foxborough, Framingham, *Franklin, Freetown, *Gardner, Georgetown, Gloucester, Gosnold, *Grafton, Groton, Groveland, Halifax, Hamilton, Hanover, Hanson, Harvard, Harwich, Haverhill, Hingham, Holbrook, *Holden, Holliston, *Hopedale, *Hopkinton, *Hubbardston, Hudson, Hull, Ipswich, Kingston, Lakeville, Lancaster, Lawrence, Leominster, Lexington, Lincoln, Littleton, Lowell, Lunenburg, Lynn, Lynnfield, Malden, Manchester, Manchester-by-the-Sea, Marblehead, Marion, Marlborough, Marshfield, Mashpee, Mattapoisett, Maynard, Medfield, Medford, Medway, Melrose, *Mendon, Merrimac, Methuen, Middleborough, Middleton, *Milford, Millis, Milton, Nahant, Nantucket, Natick, Needham, New Bedford, Newbury, Newburyport, Newton, Norfolk, North Andover, *North Attleborough, North Reading, Northborough, Norton, Norwell, Norwood, Oak Bluffs, Orleans, *Paxton, Peabody, Pembroke, Pepperell, *Plainville, Plymouth, Plympton, *Princeton, Provincetown, Quincy, Randolph, Raynham, Reading, Rehoboth, Revere, Rochester, Rockland, Rockport, Rowley, Rutland, Salem, Salisbury, Sandwich, Saugus, Scituate, Seekonk, Sharon, Sherborn, Shirley, *Shrewsbury, Somerset, Somerville, Southborough, Sterling, Stoneham, Stoughton, Stow, Sudbury, Swampscott, Swansea, Taunton, Tewksbury, Tisbury, Topsfield, Townsend, Truro, Tyngsborough, *Upton, Wakefield, Walpole, Waltham, Wareham, Watertown, Wayland, Wellesley, Wellfleet, Wenham, *West Boylston, West Bridgewater, West Newbury, West Tisbury, *Westborough, Westford, *Westminster, Weston, Westport, Westwood, Weymouth, Whitman, Wilmington, Winchester, Winthrop, Woburn, *Worcester, *Wrentham, and Yarmouth

(•) Yes
( ) No

Coastal Community *

Is the project located in a coastal community? Find a list of Massachusetts coastal communities here.

Acushnet, Amesbury, Aquinnah, Barnstable, Berkley, Beverly, Boston, Bourne, Braintree, Brewster, Chatham, Chelsea, Chilmark, Cohasset, Danvers, Dartmouth, Dennis, Dighton, Duxbury, Eastham, Edgartown, Essex, Everett, Fairhaven, Fall River, Falmouth, Freetown, Gloucester, Gosnold, Hanover, Harwich, Hingham, Hull, Ipswich, Kingston, Lynn, Manchester-by-the-Sea, Marblehead, Marshfield, Marion, Mashpee, Mattapoisett, Milton, Nahant, Nantucket, New Bedford, Newbury, Newburyport, Norwell, Oak Bluffs, Orleans, Peabody, Pembroke, Plymouth, Provincetown, Quincy, Rehoboth, Revere, Rockport, Rowley, Salem, Salisbury, Sandwich, Saugus, Scituate, Seekonk, Somerset, Swampscott, Swansea, Tisbury, Truro, Wareham, Wellfleet, Westport, West Tisbury, Weymouth, Winthrop, Yarmouth

(•) Yes
( ) No

Core Question Answers

Eligibility Questions

Core Questions: Applicant and Project Information

Title of the Applicant's Chief Executive Officer *

This is the person responsible for accepting and executing a grant award on behalf of the applicant, such as a Mayor, Town Manager, Town Administrator, Executive Director, etc.

Town Manager

Chief Executive Officer Full Name *

Enter the full name of the Chief Executive Officer.

Peter Lombardi

Chief Executive Officer Email *

Enter the email address of the Chief Executive Officer

plombardi@brewster-ma.gov

Is the person completing this application the person who will lead the project if awarded? *
( ) Yes
(•) No

Project Lead Full Name *

Enter the full name of the leader of this project.

Griffin Ryder

Project Lead Organization/Department *

Enter the organization/department of the leader of this project.

Town Engineer and Project Manager

Project Lead Email *

Enter the email address of the leader of this project.

gryder@brewster-ma.gov

Project Lead Phone *

Enter the phone number of the leader of this project.

508.896.3701 x. 1134

Does the project involve more than one municipality collaborating regionally? *

Note that project partners must be listed in the Partnerships and Engagement Section of this application below and a letter from each of these partners should be included in your "Letter(s) of Commitment or Support" attachment.

○ Yes

◉ No

Project Description *

Summarize the proposed work to be completed. Please limit your response to 1,000 characters. A character count is provided in the data entry box.

The Town of Brewster is seeking grant funding to procure materials for the construction of a 3,687-linear-foot, 8-inch looped water main that will be primarily located on the town-owned Sea Camps Bay parcel and will connect to other water mains in two locations. This critical infrastructure project implements the formal recommendations of a 2021 engineering report for the Town, which identified the urgent need to relocate a deteriorating 8-inch coastal water main currently situated within a vulnerable dune system.
The existing water main, composed of antiquated asbestos cement and installed in the 1970s, has become a liability due to its geographic exposure. In recent years, the water main has suffered two failures caused by the inundation in low-lying areas. Due to the two failures, the water main was cut and capped twice, creating a dead-end water main that only has one remaining connection to the Brewster water distribution system. A third section of the main, also located in wet soils where the main crosses a water course, is at imminent risk of a break. Should this happen, 19 residential properties would lose water service. The compounding effects of sea-level rise and intensified storm surges threaten the dune system in which the water main is located. In fact, the storm surge from the recent February 2026 blizzard eroded approximately 20 ft of the dune, resulting in the destruction of the study fence that was in place to protect the dune. Due to the erosion, the water main now is approximately only 65 ft from shoreline, like exacerbating any threats from sea level rise and storm surge.
The proposed project involves relocating the compromised asbestos cement main with a robust 8-inch ductile iron water main. The new water main will run from Route 6A to the existing terminus at 121 Bonnie Doone Cartway, loop around the Brewster Sea Camps Parcel and connect via the Spruce Hill Area to an existing water main on Flying Mist Lane, which will be upgraded from a 2-inch to an 8-inch water main. Relocating this water main achieves four goals: 1) the Town will eliminate a dead-end system and protect the supply from coastal erosion through a more resilient water system, 2) the new water main will significantly improve fire flow availability and provide adequate fire protection. Specifically, the Cape Repertory Theater is estimated to receive an additional 500 gallons per minute (GPM) of available fire flow, 3) the area's water service will be upgraded through the installation of new fire hydrants and the replacement of an undersized 2-inch main with a standard 8-inch main on Flying Mist Lane, ensuring consistent pressure and safety for local residents, and 4) the upgraded service will provide reliable and evenly pressurized water service and fire suppression capabilities to buildings on the Sea Camps parcel, including the future Mass Audubon Nature Center, all of which are highly valued community assets.
The Town is currently in the final stages of design and permitting for this work, which is scheduled for completion by June 30, 2026. Grant funds will be dedicated specifically to the procurement of construction materials. To ensure maximum cost-efficiency, the Brewster Water Department will complete most of the construction work in-house. External contractors will only be utilized for specialized tasks, such as the tie-in to the 12-inch main on Route 6A and the directional drilling to connect the Flying Mist Lane segment.
Brewster is committed to a high level of local investment. By utilizing municipal staff and town-owned equipment for construction, the Town is providing a substantial in-kind match of $205,927.94. This represents a 34.97% match to the total project cost, demonstrating a significant cost savings and a firm local commitment to long-term coastal resiliency. With the completion of this project, the Town will also have the opportunity to remove the old water main from the dune and replenish and restore the dune.

Best Address *

Provide the best property address for the project site. If the work spans multiple addresses, or is within a public right of way, provide the address that best represents the project location. City and zip code are required.

3057 Main St, Brewster, MA 02631

Site Ownership

If applicable, who owns the project site? (select all that apply)

Municipality

If "Other" please specify

Project Phase - Assessment and Planning *

Does this grant proposal include work in the Assessment and Planning Phase?
The series of questions named "Project Phase" are intended to help us learn more about the current state of your project. You may select "Yes" to as many as appropriate.

○ Yes

◉ No

Project Phase - Capacity Building (education, training, etc.) *

Does this grant proposal include work in the Capacity Building Phase?
The series of questions named "Project Phase" are intended to help us learn more about the current state of your project. You may select "Yes" to as many as appropriate.

○ Yes

◉ No

Project Phase - Design and Permitting *

Does this grant proposal include work in the Design and Permitting Phase?
The series of questions named "Project Phase" are intended to help us learn more about the current state of your project. You may select "Yes" to as many as appropriate.

○ Yes

◉ No

Project Phase - Construction *

Does this grant proposal include work in the Construction Phase?
The series of questions named "Project Phase" are intended to help us learn more about the current state of your project. You may select "Yes" to as many as appropriate.

◉ Yes

○ No

Project Phase - Implementation (non-construction) *

Does this grant proposal include work in the Implementation (non-construction) Phase?
The series of questions named "Project Phase" are intended to help us learn more about the current state of your project. You may select "Yes" to as many as appropriate.

- ○ Yes
- ◉ No

Project Phase - Monitoring *

Does this grant proposal include work in the Monitoring Phase?
The series of questions named "Project Phase" are intended to help us learn more about the current state of your project. You may select "Yes" to as many as appropriate.

- ○ Yes
- ◉ No

Project Phase - Maintenance *

Does this grant proposal include work in the Maintenance Phase?
The series of questions named "Project Phase" are intended to help us learn more about the current state of your project. You may select "Yes" to as many as appropriate.

- ○ Yes
- ◉ No

Core Questions: Project Benefits

Problems to be Addressed *

Describe the primary goals of the overall project and the specific problem(s) it addresses. When applicable, include a description of a site or asset's existing conditions and current public access. Applicants should refer to the ECO One Stop Grants Catalogue for guidance on what details to include in your narrative for specific grant programs.

This response will be reviewed and considered separately by each grant program according to their requirements and evaluation criteria.

The primary goal of the Brewster Coastal Water Main Relocation and Resiliency Project is to secure the town's water supply and fire protection capabilities against the accelerating impacts of climate change. By abandoning a vulnerable dead-end asbestos cement pipe and installing a modern, looped ductile iron system further inland, the Town is proactively adapting its critical infrastructure to mitigate the risks posed by sea-level rise and coastal erosion. This project is a direct response to the 2021 Hydraulic Assessment of the Brewster Water Distribution System that identifies the risk associated with the degradation of the 8-inch water main that currently runs along the shoreline from Ellis Landing Beach to Linnell Landing Beach, terminating just before the environmentally sensitive Inner Cape Cod Area of Critical Environmental Concern (ACEC).

The existing infrastructure is in a state of crisis due to its high-risk location within the FEMA 1% Annual Chance Flood Hazard Area. According to 2022 National Weather Service SLOSH modeling, the sections of the main that have already failed are located in zones highly susceptible to Category 2 storm surges. The extreme vulnerability of this site was drastically underscored during the February 2026 Blizzard, when a powerful storm surge eroded approximately 30 feet of sections of unvegetated dune where the water main lies. This event destroyed the sturdy fence that protected the length of the dune, leaving the water main 65 feet from the shoreline. Just a short distance from the most severe erosion that occurred in the February 2026 blizzard where the water main crosses a water course, the asbestos cement water main is at risk because the pipe is buried in wet soils. Asbestos cement was not designed to be exposed to inundated soils, as these conditions corrode the cement binder in the water main and making the material brittle.

Beyond the physical threat to the water main itself, the current configuration presents a public safety risk. Previous breaks have left the water main without any redundancy, which has resulted in an estimated 50–75% drop in fire flow, leaving the neighborhood dangerously underserved. Because the system lacks redundancy, a third failure, which is anticipated at the Beaver Road watercourse crossing due to material degradation, would result in cessation of water supply to 19 residential parcels and 6 fire hydrants in the First Light Beach neighborhood. Furthermore, residents on Flying Mist Lane are currently receiving water service from an undersized 2-inch main that is insufficient for modern residential needs and provides no viable fire suppression. The relocation of the water main farther inland and the upgrade to the 2-inch main on Flying Mist Lane will provide adequate water supply to the entire neighborhood, but will specifically provide upgraded service to the 10 service connections on Flying Mist Lane as well as adequate fire flows with a new fire hydrant.

Locus Map

Required for projects with a physical location. Multiple files must be uploaded as a single, combined file. PDF format is preferred.

Document Upload

File Name

CZM Grant_Figure 1_Project Location Overview_Both Parcels

CZM Grant_Figure 1_P...
PDF - 1005.49 KB

Existing Conditions Photos

Multiple photos must be uploaded as a single, combined file. PDF format is preferred.

Document Upload

File Name

Proposed and Existing Water Mains

CZM Grant_Figure 4_Proposed and E...
PDF - 967.05 KB

Environmental and Climate Resilience Benefits *

Describe the environmental, ecological, and/or climate resilience benefits of this project, as applicable. Applicants should refer to the ECO One Stop Grants Catalogue for guidance on what details to include in your narrative for specific grant programs.

This response will be reviewed and considered separately by each grant program according to their requirements and evaluation criteria.

This project combines the immediate mitigation of ecological hazards with long-term climate adaptation. By shifting critical infrastructure away from the shoreline, the Town of Brewster is not only building resilience into its water distribution infrastructure services but also enabling the restoration of a coastal ecosystem.

The most immediate environmental benefit of this project is the safe abandonment of the asbestos cement (AC) water main. Currently, this deteriorating main runs through a fragile dune system between Ellis Landing Beach and Linnell Landing Beach. As the risk of failure from material degradation in the area where the water main crosses the water course is high, the act of repairing a break within the dune system necessitates the mobilization of heavy construction equipment into a highly sensitive resource area. Such emergency interventions cause damage to the dune ecosystem and the surrounding wetland resource area. By proactively relocating the main, the Town eliminates the need for these emergency repairs, thereby preserving the current integrity of the shoreline.

By relocating the water main, Brewster is also strategically adapting to climate change threats. The project moves the town's potable water and fire protection infrastructure out of the FEMA 1% Annual Chance Flood Hazard Area and away from zones identified by 2022 SLOSH modeling as being at risk of Category 2 and 3 storm surges. This allows the shoreline to provide its ecological services of buffering and serving as habitat. In fact, the Town of Brewster is applying for funds through the CZM Coastal Habitat and Water Quality Grant to replenish and restore the dune habitat to provide habitat for local species. Through this approach, the Town of Brewster is taking a holistic approach in climate adaptation where it relocates its critical infrastructure from threats and invests in the nature based solutions offered by a healthy dune system.

Other Public Benefits *

Describe other public benefits of this project, as applicable, such as public safety, health, recreation, education, sustainable development, tourism, innovation, climate technology, green workforce development, etc. Applicants should refer to the ECO One Stop Grants Catalogue for guidance on what details to include in your narrative for specific grant programs.

This response will be reviewed and considered separately by each grant program according to their requirements and evaluation criteria.

By relocating the water main, Brewster is strengthening its water system infrastructure and supporting a redevelopment master plan for the Sea Camps Bay Parcel. Through the relocation of the water main, Brewster is addressing documented service limitations and creating more resilient water infrastructure for customers in the neighborhoods of north Brewster served by this main. An engineering assessment from 2021 identifies the reduced fire flow capacity in the dead-end water main following the two breaks that already occurred in the neighborhood. In many cases, the fire flows for the main have dropped between 50% and 75% in the service area to under 900 gallons per minute and in some cases under 800 gallons per minute. This project re-establishes standard operating pressures and introduces new hydrants on the Sea Camps property as well as on Flying Mist Lane, providing adequate service to the Town's recreational assets and the residential areas serviced by this main. The new 3,687 linear foot looped water main with two connection points will once again create redundancy in the system, allowing water distribution to be reestablished to its original pressures. In contrast to the existing water main, the relocated water main will not be at risk of corrosion as it will be made of ductile iron or HDPE and installed outside of the water table, located at higher elevation from mean high water so it will be located outside of FEMA flood areas, and installed farther inland, away from areas that become inundated during storm surges.
This project also serves as an important step in the redevelopment of the Brewster Sea Camps Bay Parcel. This 55-acre property and a larger 70-acre property on Long Pond was acquired in 2021 and is being transformed into a significant regional asset, featuring a new Mass Audubon Nature Center, tennis courts, and walking trails leading to First Light Beach. It is anticipated that the redevelopment of this parcel will provide significant regional draw to the Town of Brewster as there will be a variety of recreational and cultural offerings for the public. By providing a dependable, high-capacity water supply to the site, the Town is supporting a master plan that balances ecological restoration—such as woodland and coastal habitat preservation—with public access to the waterfront.

Does the project provide regionally significant environmental, ecological or climate resilience benefits that the applicant would like to describe? *

(•) Yes

( ) No

Regional Benefits - Describe the regional benefits of the project. *
The construction of the water main relocation project achieves two goals: it will upgrade the service to customers that are relying on the existing compromised asbestos cement water main and will contribute to the extensive infrastructure updates that the Town of Brewster has planned for the Brewster Sea Camps parcel. The Town of Brewster purchased the Sea Camps Bay parcel in 2021 for $20M. The Bay parcel is a 55-acre parcel with access from Route 6A that lies adjacent to the town-owned Spruce Hill Conservation Area and has beach access. The Town transferred all summer recreational programs to the Sea Camps Bay property in 2025. This includes a mix of camp style programs that run for several weeks and one-day events. A partial list of events and programs includes the Youth Leader Program, Summer Recreational Program, Family Movie Night, DJ Dance Party, Touch-a-Truck, Archery, Youth & Adult Yoga, Marine Education Class for kids, Kite Flying for families, and Meet the Brewster Whitecaps, the local team in the Cape Cod Baseball League.
In addition to these program offerings, the Town conducted several town forums and surveys following the acquisition of the property to gather feedback on the best future uses for the properties. Some of the most popular uses focused on conservation and habitat restoration and recreational opportunities. The Bay parcel along with a second Sea Camps Pond Parcel offer opportunities for significant public benefits including conservation of land, coastal dunes, and wetlands; habitat and drinking water protection; beach access; a home for a community center; extensive recreational amenities; and community housing. Among the Bay parcel's improvements is a partnership with Mass Audubon which is investing $2 million to protect 10 acres of this site, including coastal dunes and woodlands. These plans feature an informal nature center, trail enhancements, offer nature-based educational programming in partnership with the Town, and establish an informal nature center with office space. Mass Audubon would hold a conservation restriction on approximately 10-acres of the Bay property that includes natural coastal dunes, a pond, woodlands, and trails areas.

Core Questions: Project Scope and Budget

Prior Work *

Describe any work that has been completed to advance this project to date and whether this project advances priorities identified in previous planning efforts. If applicable, identify any prior state grant awards that supported this work, including the year of the award(s). Provide URLs (beginning with http://) to any related

planning documents or prior grant-funded deliverables (assessments, reports, etc.) that informed the need for this project.

In 2025 the Town voted to dedicate $100,000 in water revenue and free cash to fund the water main replacement design at the Sea Camps Bay property. In that year, the Town also applied for a CZM coastal resiliency grant for this work and two other adjacent projects but was not selected for funding. After a debrief with EEA staff, the Town has rescoped the project and is again applying for this work with a more refined scope. Later that year, the Town entered into a $100,000 contract with EDR to design and permit the water main replacement project on the Sea Camps parcel and the adjacent neighborhoods. The design work is anticipated to be complete in the spring/summer of 2026 and is attached to this application. Part of the current contract is also dedicated to the permitting related to this work, which includes a MassDOT State Highway Access Permit to connect the new water main to the 12-inch water main on Route 6A, a MassDEP WS 32 permit for Distribution Modifications for Systems that serve more than 3,300 people, and a Request for Determination of Applicability from the Brewster Conservation Commission to abandon the antiquated water main in the coastal dune.
Part of the water main construction will cross Spruce Hill Conservation Land, which is protected by Article 97. The Town of Brewster understands that this protective status requires additional steps for construction. However, the current water main crosses Spruce Hill Conservation land and the Town is in the process of scheduling a consultation call with the Executive Office of Energy and Environmental Affairs to better understand the process to obtain a utility easement that will allow for the watermain to be installed through directional drilling in this parcel. The Town has also engaged its Town Counsel on this topic to work towards fulfilling the requirements set forth by the Article 97 regulations.
Finally, the Town of Brewster is also ready to acquire three easements that are needed to complete the construction and connection of the replacement water main to Linnell Landing Road. The following easements will need to be obtained in order to conduct the directional drilling and maintenance on the water main: 1) a portion of a driveway of a privately held parcel at 3137 Main Street, 2) a corner of a privately owned parcel at 55 Flying Mist Lane, and 3) a strip along the length of Flying Mist Lane, a private road, to accommodate the upgraded 8-inch water main that connects to Linnell Landing Road.

Project Scope *

Summarize the proposed project scope by describing the main tasks and deliverables to be completed using the requested grant funds. Suggested response length is 2,000 characters or less, as appropriate. Greater detail should be included in the application's required scope/budget spreadsheet. All tasks mentioned here must be included in the required scope/budget spreadsheet in order to be funded.

The project consists of five tasks:

Task 1) Procurement of construction materials. A list of anticipated materials and their direct cost is attached to this application in the appendix "Budget Sheet Attachment 1 - Task 1 Materials List" that is based on the design work carried out for the project. The Town will procure these materials from one vendor, if possible. This task is estimated at $268,409.03 based on materials required and engineering services. This is supplemented by a match equivalent of $22,575.10 in in-kind services from the Town through staff time and equipment use. The deliverables for this will be purchase orders and invoices for the materials.

Task 2) In-house water main installation. The Town of Brewster Water Department will construct the water main install new hydrants necessary for the site's fire protection as reviewed with the Brewster Fire Department. This task is estimated at $25,228.00 for engineering services. This is supplemented by a match equivalent of $138,543.36 in-kind services from the Town through staff time and equipment use. The deliverables for this will be inspection logs, documentation of permits, and as-built plans, and documentation demonstrating pressure testing and chlorination.

Task 3) Connection to the water main on Route 6A. The Town will hire a MassDOT certified contractor to create a new branch connection for the relocated water main on the existing 12-inch water main running along Route 6A. The new connection will extend about 20 ft into the Brewster Sea Camps parcel. A list of anticipated costs is available in the appendix under "Budget Sheet Attachment 2 - Task 3 Rte 6A Connection". This task is estimated at $89,616.00 in installation costs and engineering services. This is supplemented by a match equivalent of $11,395.64 in in-kind services from Town Staff and equipment use. The deliverables for this will be the final connection approval, inspection logs, as-built plans, and invoicing from the contractor.

Task 4) Directional drilling under Spruce Hill Conservation Area and upgraded water main installation on Flying Mist Lane. This work will be split into two subtasks that consist of directionally drilling under the Spruce Hill Conservation Area for the water main installation and the installation of the water main on Flying Mist Lane using conventional trench installation. The Town anticipates hiring a contractor to directionally drill the portion of the water main that will cross the Spruce Hill Conservation Area to minimize surface disruption. The Town's Water Department will then install the water along Flying Mist Lane using traditional trench installation and complete the connection to Linnell Landing Road. Including engineering services and repaving the road this task is budgeted at a total of $187,284.03. A list of direct costs associated with work is outlined in the appendices under "Budget Sheet Attachment 3 - Task 4.1 Directional Drill Estimate Spruce Hill" and "Budget Sheet Attachment 4 - Task 4.2 Flying Mist Lane Water Line Upgrade". This will be supplemented by a match equivalent of $32,421.84 in in-kind services from Town Staff and equipment use. The deliverables for this will be the final connection approval, inspection logs, as-built plans, and invoicing from the contractor.

Task 5) Post Construction Services. Preparation of record drawings. This task is estimated at $18,276.00 for engineering services. This is supplemented by a match equivalent of $992.00 in in-kind services from Town Staff. The deliverables for this will be record drawings.

Scope/Budget Spreadsheet *

Download the Excel document, complete, and upload.

Document Upload *

Appendix A Budget Spr...
XLSX - 528.24 KB

Down
ECO
and E
Sprea

File Name *

Appendix A Budget Spreadsheet (Full Build Out)

Site Plans, Conceptual Plans, or Project Renderings

Upload site plans, conceptual plans, or project renderings. Multiple documents must be uploaded as a single, combined file. PDF format is preferred.

Document Upload

File Name

Conceptual Plans

Kick Off Figures
PDF - 7.69 MB

Opinion of Probable Cost *

For construction projects, upload the opinion of probable cost. Multiple documents must be uploaded as a single, combined file. PDF format is preferred.

Document Upload *

File Name *

Opinion of Probable Cost_FullBuildOut

Opinion of Probable Cost_FullBuild...
PDF - 47.58 KB

Engineering Plans

For construction projects, upload the engineering plans. Multiple documents must be uploaded as a single, combined file. PDF format is preferred.

Document Upload

File Name

Watermain Layout Plan

1290-25570-C-001_C-008-FIG 1 - WM-gryder@...
PDF - 1.38 MB

Match Amount - How much match will be contributed to this project? *

This figure should equal the total match amount calculated in the applicant's scope/budget spreadsheet.

A 10% match of the requested grant amount is required, except for Tribal Government applicants and designated rural and small towns, which have no required match. This match can be local, federal, private, and/or Chapter 90 formula funds and/or in-kind services (applicant staff time, equipment donations, etc.). The match cannot include other state funding. Refer to the RFR on COMMBUYS for information on allowable non-state funding sources.

$205,927.90

Source(s) for the project match - Non-state or Chapter 90 *

Will this project use non-state funds for match (local, federal, or private) and/or Chapter 90 formula funds for match?

(•) Yes
( ) No

Source(s) for the project match - Funds description *

For non-state funds and/or Chapter 90 formula funds, specify who appropriated/awarded the funds and when the funds were appropriated/contracted. If these funds are not yet secured, describe when the funds are expected to be appropriated/contracted and by whom. Note that both cash contributions and in-kind services should be reflected in the application's required scope/budget spreadsheet.

Brewster qualifies as a rural community and therefore is not required to provide the 10% match. However, the Town is providing an equivalent of $205,927.94 (34.97%) in in-kind services through staff time and equipment to this project. The total previous investment leading up to this application consists of $100,000 of town-committed funds from free cash and water revenue to design and permit the project. To complete the work under this grant the Town will contribute $205,927.94 in in-kind services from the Brewster Town Engineer, Town Administrator and Assistant Town Administrator, Sea Camps Property Manager, the Water Department's Superintendent, Operator, and staff in addition to the Town's equipment use. In kind services will be provided to undertake the procurement of materials from a vendor, prepare the site for construction, carry out construction, procure contractor support for the connection to the water main on Route 6A and for directional drilling under the Spruce Hill Conservation Area and close out those services once complete, and conduct water testing and starting up the water main.
The match will be local in-kind services from the Town staff and their equipment time to install the water main. The revenue from water enterprise funds is the source of funding for the salaries of the Town's Water Department staff who will be carrying out the construction. The offer to conduct the work through in-kind services came from the Water Department after initial budget discussions for the project faced significant opposition from town residents due to high estimated costs of. Following these discussions, the Water Department offered to carry out the work in-house, thereby saving taxpayers at least $500,000.
In addition to the match for this project proposal, the town already invested $100,000 in funds to design and permit this project by passing an article in a special town meeting in November 2025. While these funds are not being counted towards the match contribution, the Town has demonstrated to its taxpayers that the project is a high priority and can be partially funded through revenue from the local water enterprise fund.

Source(s) for the project match - In-kind services. *

Will this project use in-kind services (applicant staff time, equipment donations, etc.) for match?

(•) Yes
( ) No

Source(s) for the project match - In-kind services description *

For in-kind services, summarize what services will be contributed and by whom. Note that both cash contributions and in-kind services should be reflected in the application's required scope/budget spreadsheet.

The Town staff engaged in the project will be the Town Manager, Assistant Town Manager, Town Engineer, Sea Camps Property Manager, Water Department Superintendent, Operator, and Laborer. All salaries for personnel engaged in the work originate from local funds.
The Town Manager will contribute a total of 72 hours of in-kind services to the project. The Town Manager will be responsible for high level oversight and review of the project as well as ensuring that the Sea Camps Advisory Committee and the Select Board are informed about project progression.
The Assistant Town Manager and Procurement Officer will contribute a total of 168 hours of in-kind services to the project. The Assistant Town Manager will be responsible for setting up purchase orders for materials required for construction of the water main and the development of two procurement packages to connect the

new water main to the existing 12-inch water main on Route 6A and to conduct directional drilling to connect the new water main to the existing on Linnell Landing Road. Along with the Town Manager, the Assistant Town Manager will be engaging with the Sea Camps Advisory Board and the Select Board on progress of the project.
The Town Water Department Staff who will be working on the project will include the Superintendent, Operator, and Laborers.
The Water Department Superintendent will contribute a total of 738 hours of in-kind services to the project, with most of this time dedicated to construction of the water main, including material inventory, site preparation, starting up the water main. The remaining time will be dedicated to provide input into the development of record drawings.
The Water Department Operator and Laborer will contribute 744 hours of in-kind services each to construction of the water main, including material inventory, site preparation, and starting up the water main.
The Sea Camps Property manager will contribute 608 hours of in-kind services with most of this time dedicated to construction of the water main, including material inventory, site preparation, starting up the water main. The remaining time will be dedicated to provide input into the development of record drawings.
The Town Engineer will serve as the Project Manager and contribute 100 hours of in-kind services. The Town Engineer will be involved in the purchasing of materials and oversee the construction of water main and contractor support for the connection to the water main along Route 6A and the directional drilling connection to the water main along Flying Mist Lane.
In addition to the Town's staff in-kind services, the Town will be operating its own equipment as part of the construction. This equipment includes an excavator, and two pickup trucks; a ¾ ton truck and a 1-ton truck, designed to carry payloads of 3,000–4,000 lbs and 7,000–8,000 lbs respectively. By using their own equipment, the Town is contributing an equivalent of $31,356 direct costs, which are based on standard equipment rental rates for a local construction equipment rental company (Child's Construction Equipment Rental), and the FEMA 2025 Schedule of Equipment Rates 438 and 437 for the two pick up trucks, which outline reimbursement rates for applicant-owned equipment. These rates cover ownership and operating cost (both fee schedules are attached in the Appendix as "Budget Sheet Reference 1 – Excavator Rental" and "Budget Sheet Reference 2 – FEMA Equipment Rates").

Letter(s) of Match Commitment

Upload letter or letters demonstrating the commitment of match described above. Multiple documents must be uploaded as a single, combined file. PDF format is preferred.

Document Upload

File Name

Town of Brewster Letter of Match Commitment

Brewster-Letter-of-Match-Co...
PDF - 409.7 KB

FY2027 Grant Funds Requested *

How much **grant funding is being requested** for FY2027 (project start date through June 30, 2027)? Please round to the nearest dollar. If none, enter zero. This breakdown should match your scope/budget spreadsheet.

$383,253.00

FY2027 Match Contribution *

How much **match will be contributed** for FY2027 (project start date through June 30, 2027)? Please round to the nearest dollar. If none, enter zero. This breakdown should match your scope/budget spreadsheet.

$172,514.00

FY2028 Grant Funds Requested *

How much **grant funding is being requested** for FY2028 (from July 1, 2027, through June 30, 2028)? Please round to the nearest dollar. If none, enter zero. This breakdown should match your scope/budget spreadsheet.

$205,560.00

FY2028 Match Contribution *

How much **match will be contributed** for FY2028 (from July 1, 2027, through June 30, 2028)? Please round to the nearest dollar. If none, enter zero. This breakdown should match your scope/budget spreadsheet.

$33,413.84

If this grant award is successful, will the applicant have all necessary funding at the project start needed to proceed? *

- (•) Yes
- ( ) No

Vendor Quotes

Please upload any quotes from vendors related to your project. Multiple documents must be uploaded as a single, combined file. PDF format is preferred.

Document Upload

File Name

Ferguson Quote

Ferguson Quote
PDF - 148.01 KB

Core Questions: Climate Change Data

Physical Project Assets *

Does your project focus on a specific site and include assessment, planning, design, permitting, and/or construction of physical assets, i.e., infrastructure, buildings, or facilities (culverts, dams, seawalls, small bridges, pump stations, etc.) and/or the restoration or creation of natural resources (open space, coastal or wetland area, aquatic ecosystem, etc.)? Note that for the purposes of this question, dam removals and land conservation/acquisitions are NOT considered physical assets.

- (•) Yes
- ( ) No

Climate Resilience Design Standards (CRDS) Tool output report *

Complete and attach a Climate Resilience Design Standards (CRDS) Tool output report. The EEA CRDS Tool guides users to input basic project information and generates a downloadable report (aka, output report) for attachment. These reports provide preliminary climate exposure ratings and risk ratings based on an asset's type, physical location, construction type, useful life, and "criticality," or the anticipated severity of consequences on people, infrastructure, and natural resources that would result from an asset's failure. These ratings and associated design standards are used to better understand the future climate risks to a project, provide a consistent basis-of-discussion for assets across various projects, and consider the resilience benefits offered by a project based on consistent design elements such as targeted planning horizons and storm-return periods. **The entire process of generating a report should take less than an hour, exclusive of registration.** If you require assistance with the CRDS Tool, contact the Massachusetts Office of Climate Science at climatescience@mass.gov. Applicants are advised to generate their project report as soon as possible and to budget at least three (3) business days prior to submission of their application to allow adequate time for resolution of any technical problem, should a problem arise.

Document Upload *

File Name *

CRDS report

Brewster%20Water%20Main%20Replacement_rep...
PDF - 689.3 KB

Climate Change Data *

How will climate change data and projections be used to inform this project? Discuss planned sources of data, including any sources from the ResilientMass Maps and Data Center, and any project partners with climate data expertise that you will work with for this phase of the project. If the project includes a physical asset, how will the recommendations from the attached Climate Resilience Design Standards (CRDS) Tool output report be utilized in the project? Applicants should refer to the ECO One Stop Grants Catalogue for guidance on what details to include in your narrative for specific grant programs.

The coastal water main already failed in two locations due to inundation that takes place in low lying areas today. The areas where the water main already failed and the area that is at risk of failure all lie within FEMA 1% annual flood risk (AE) based on current FEMA flood data. The material of the existing water main (asbestos cement, also known as transite main), is subject to structural deterioration when submerged in ground water for long periods of time. This was the cause of the previous two main breaks as the AC main broke under existing water courses to the east and west of the project location. Knowing that the existing AC main that services the Sea Camps and adjacent neighborhoods currently goes through a third water course under a stream that drains an unmanned pond within the Sea Camps parcel, this is the primary area of concern for a potential third break. See Figure 2 Water Service Concerns.
Similarly, the areas where the water main already failed lie in areas that are inundated as part of a Category 1 storm based on the of the National Hurricane Center SLOSH model. This model was developed to assist emergency management officials in hurricane preparedness and operations and represents worst-case Hurricane Surge Inundation areas for Category 1 through 4 hurricanes striking the coast of Massachusetts. Hurricane surge values were developed by the National Hurricane Center using the PV2 basin SLOSH (Sea Lake and Overland Surge from Hurricanes) Model data. The area where the water main is now at risk of failure lies in an area that is modeled to be inundated as part of a Category 2 or 3 storm.
The area where the water main is at risk of failure lies within the 2050 Coastal Flooding (0.1% Annual Exceedance Probability). The future time horizon accounts for sea level rise due to high emissions and dynamic coastal processes like storm surge. The MC-FRM was produced by Woods Hole Group with funding from the Commonwealth of Massachusetts.
The areas where the water main already failed fall into the 2030 1% annual exceedance probability for coastal flooding, a metric that essentially represents present day.
Following the 2026 Blizzard, the Town has taken aerial images of the area of concern as it was heavily impacted by storm surge. The dune through which the water main eroded up to 30 feet, bringing the water main significantly closer to the shoreline.

Core Questions: Partnerships and Engagement

Project Partners *

Describe partner support and coordination for the project. List project partners (municipalities, community-based organizations, tribal partners, nonprofits, landowners, relevant state agency staff, etc.), and describe their roles in planning, implementation, or other support. Any funding for these roles should be reflected in the application's required scope/budget spreadsheet. If there are no partners, please describe.

EDR is the consultant retained and is already engaged in the design and permitting work related to this project. The Town of Brewster has worked with EDR extensively on infrastructure projects in the past. The primary members of the consultant team on this project are Russ Kleekamp, Jim Fosdick, Jaime Veillette P.E., and Mike Tamblin P.E., all of whom have significant experience in the management and oversight of infrastructure projects like this. Their resumes are attached to this submission.
Additional partners include the Sea Camps Advisory Committee. The Sea Camps Advisory Committee was established in August of 2024 after the Town Meeting votes on May 11, 2024 approved the adoption of the comprehensive plans for both former Sea Camps properties. This Committee is made up of nine (9) members, appointed by the Select Board, with two members of the Select Board and seven at-large members. The Committee has non-voting liaisons from the Recreation Commission, Council on Aging, Affordable Housing Trust and other committees as needed. The lead staff support is the Town Manager, Asst. Town Manager, Town Engineer & Project Manager and other Department Heads as needed. The committee actively communicates with residents and stakeholders, including the Select Board, soliciting public feedback when necessary, provides residents with regular updates regarding progress and milestones, and considers a wide range of community interests, needs, ages, and abilities. The committee's purpose is: to balance expanded public access and uses on the properties with site work associated with phased implementation of the comprehensive plans, develop recommended interim use policy, in line with current public use policies and working with Town Staff for Select Board consideration and evaluate applications for such uses once policy has been adopted, work with Town staff to refine and communicate recommended phasing and financing plans, explore alternative revenue or other funding sources to help offset onetime and/or ongoing expenses, support Town staff in implementing comprehensive plans, incorporating terms of public-private partnerships, and facilitate community center needs assessment and transmit findings to community.
Finally, to complete this work, three easements located on private properties are required. Two are residential properties and the third is on Flying Mist Lane, a private roadway. The town has already engaged the neighborhood residents on Flying Mist Lane, who are supportive of the upgraded water main and the installation of a new hydrant on their road.

Letter(s) of Commitment or Support

Applicants should refer to the ECO One Stop Grants Catalogue for guidance on letters requested for specific programs. Multiple letters must be uploaded as a single, combined file. PDF format is preferred.

Document Upload

File Name

Letter of Support_Sea Camps Water Main Construction

Letter of Support_Sea Ca...
PDF - 49.62 KB

Community Engagement *

Describe how the broader community has been and/or will be meaningfully engaged throughout the project. This may include outreach, participation, or education activities, and how community input has or could shape project outcomes. Emphasize strategies that support inclusive, equitable, and culturally appropriate participation that go beyond traditional public meetings. For more engagement inspiration and assistance with building out an engagement plan, consider using the MVP 2.0 Engagement Plan Template. Any funding for these roles should be reflected in the application's required scope/budget spreadsheet.

While this project is primarily about the relocation of a water main, it is heavily influenced by the location that the new water main will be in. After acquisition of the Sea Camps property, the Town has identified that upgraded utilities were required for the site. However, at the same time, the Town already had to cap and abandon the coastal water main that provides water service to customers to the west and east of the former Sea Camps property and also ran through the property itself. The two needs, one for a relocated water main and the other for water service on the former Sea Camps property, converged and the Town selected to relocate the water main on the newly acquired parcel. Since the water main relocation was not the only upgrade to the property, the Town engaged the community starting in 2023 in the form of multiple public forums and surveys to help determine the future use of the former Sea Camps property.
The forums and surveys were built on another, with subsequent meetings and engagement sessions gathering feedback from the community about preliminary planning scenarios of the properties followed by input on design plans. The town provided residents with an opportunity to weigh in the design plans through an open comment period that lasted through December 10, 2023. In the fourth community forum comprehensive plans for both properties were shared, preliminary phasing and financing information were provided, and questions from residents were answered. The fourth forum was the culmination of over a year of community engagement to develop the final plans to be presented to voters. In February and March 2025, the Town held two listening sessions to allow residents to provide feedback and ask questions to help inform the next steps in implementing the Sea Camps plans. Following the listening sessions, the Sea Camps Advisory Committee released an online survey to help understand the community's ideas, questions, and concerns regarding the phased implementation of the Sea Camps Comprehensive Plans that were approved at the May 2024 Town Meeting. The Sea Camps Advisory Committee continued to reach out to residents and, while initially the neighborhood did not support the new water main running through the Spruce Hill Conservation Area and connecting to Linnell Landing Road, the town responded by proposing directional drilling as the method of installation, which satisfied residents. Another concern raised by residents was related to the kind of vegetation that would be planted following completion of the project. The Town engaged with the homeowners that raised these concerns and developed a plan to replant areas that might be disturbed due to the construction.
Evidence that the continued engagement with the community was successful is summarized in the email comment the Town Manager received from a resident:
"I was initially against the pipe coming through on Flying Mist Lane, but after hearing all the positive information, and most importantly, that we could finally get one or two hydrants on our street. That fact is a very vital part of this project for Flying Mist Lane residents, and I support it wholeheartedly."
The method of installation and what would be disturbed and repaired was well presented.
After the meeting, I emailed all the residents of Flying Mist Lane and asked them to contact you with a hopefully positive response regarding the water main on Flying Mist Lane. I want those fire hydrants, and who wouldn't? It's an absolute necessity."

Is this project located in or adjacent to a mapped Burdened Area found on the Commonwealth's draft MassEnviroScreen Viewer? *

The draft MassEnviroScreen Viewer can be found here: MassEnviroScreen DRAFT

Yes, adjacent to a mapped Burdened Area

Burdened Areas and their Characteristics *

Describe how populations in Burdened Areas and/or communities with the population characteristics that make them more vulnerable to pollution and climate burdens have or will shape the project's goals, site selection or implementation. These characteristics can be found in the draft MassEnviroScreen Viewer under socioeconomic factors and sensitive populations.

While the project site itself (Block Group 1, Census Tract 109, Barnstable County) is not in an area identified as burdened by the MassEnviroScreen Viewer, there is one census tract (Block Group 3, Census Tract 109, Barnstable County), that is identified as burdened due to the median household income being 40.1% of the state median. There are two more census blocks within the immediate area (Block Group 4, Census Tract 108, Barnstable County and Block Group 2, Census Tract 104, Barnstable County), both of which are also burdened due to the median household income being less than 65% of the state median. Since the water main relocation has to be sited to meet existing customer needs and is being conceived to replace the water main that is currently at risk of failure, burdened populations adjacent to the project site will not be directly impacted. However, the Town of Brewster did engage significantly with its residents and sought feedback on redeveloping the parcel and how to finance it. With strong feedback from residents throughout Brewster, the Town revised the budget and re-evaluated how it would spend funds to redevelop the parcel. Through this work, the Town was able to eliminate the need to raise taxes for the project which directly benefits all residents in town.

Reducing Burdens *

How will this project reduce current burdens affecting the communities described above? Please be specific.

With funding from this grant opportunity, the Town is able to purchase all required materials for this project. Since the majority of the construction work is being carried out by the Brewster Water Department through in-kind services, and the Town funded the design and permitting work for this project from free cash and water revenue, there will be no additional cost to residents of the Town. These cost savings are an impactful way to limit costs to residents through an override or other mechanism, especially ones burdened by having a median household income less than 65% of the state median.

Equitable Outcomes *

How does this project increase long-term resilience for or deliver co-benefits (i.e., additional positive outcomes beyond the project's primary goals) to the communities described above? Please be specific. Co-benefits can

include education, recreation, community activities, energy savings, healthy-neighborhoods practices, and more.

Within the project site and its census tract (Block Group 1, Census Tract 109, Barnstable County) the project increases coastal resiliency by relocating the water main and providing more reliable water service. One of the private roads in the tract, Flying Mist Lane, currently does not have fire hydrants. The project will install at least one fire hydrant, on the road, providing adequate fire protection.
Because this project is also supportive of the redevelopment of the Brewster Sea Camps Bay parcel through new and upgraded water service, populations in the region can benefit from site upgrades as they will be able to enjoy this re-envisioned public resource. Publicly accessible upgrades include habitat restoration, educational and cultural activities like the Mass Audubon Nature Center, swimming pool, walking trails, and beach access.

Core Questions: Metrics, Maintenance, and Transferability

Measuring Success *

Describe the short- and long-term outcomes of the project and how the outcomes will be evaluated and sustained after the grant period ends. Include any targets and/or metrics (areas restored, populations served, pollution reduced, etc.) that will be used to measure success. For ideas and inspiration on metrics, consider EEA's ResilientMass Metrics Report, which identifies measurable ways to track progress for different project types. Please limit your response to 2,000 characters. A character counter is provided in the data entry box.

By replacing and relocating the water main, the Town of Brewster is ensuring that water service is not lost to at least 10 residential parcels in the First Light Beach neighborhood, at least 6 fire hydrants, and the Brewster Sea Camps Bay Parcel due to a water main break from a disintegrating water main. By relocating the water main, Brewster is investing in climate adaptation and creating a less vulnerable infrastructure system.
Due to the existing condition of the water main, which had to be capped and abandoned in two locations already, the fire flow has significantly dropped in the service area. Through the relocation of the main and creating a looped system, the infrastructure is being built with redundancy in mind and fire flows will be re-established to provide adequate flow and safety for residents. Further, this project will install a fire hydrant on a private road where there was not one before, also, immediately and into the future, providing benefits to residents.

Maintenance *

For constructed physical assets (infrastructure, buildings, facilities, and/or restored or created natural resources), outline long-term maintenance responsibilities, strategies, and funding mechanisms. For planning, capacity-building, or non-construction projects, describe how the work will be carried forward, institutionalized, or used to support future implementation. Identify any agreements, policies, or organizational commitments that will help ensure long-term project success. Applicants should refer to the ECO One Stop Grants Catalogue for guidance on what details to include in your narrative for specific grant programs. Please limit your response to 2,000 characters. A character counter is provided in the data entry box.

This water main will fall in line with the maintenance requirements of other water mains in Town, which primarily involves annual flushing of the water mains on a system-wide basis

Transferability *

Describe any results, tools, or lessons from this project that you plan to share with other communities, and how you will do so. If applicable, include these tasks in the scope/budget spreadsheet. Please limit your response to 2,000 characters. A character counter is provided in the data entry box.

Towns on Cape Cod are in a unique environmental setting in Massachusetts that creates vulnerabilities not just from increased precipitation, but also from storm surges, rising seas and eroding shorelines. Together with extremely porous soils and aging infrastructure, all municipalities on Cape Cod are confronted with threats to critical infrastructure. Brewster's initiative to study the condition of their infrastructure early on, assess threats, develop a plan to address failing systems, engage the community, and commit to relocate and construct a water main through in-kind services is something the Town is interested in sharing with other communities on Cape Cod and in coastal New England. To date, the Town proposes to share the outcome of this project through conference presentations at the NEWEA Annual Conference, Cape Cod Commission's One Cape Summit, and other relevant conferences. The Town is also interested in presenting on this topic at the Barnstable Public Works Association and developing webinars for the New England Environmental Business Council's Water Resources Committee and with the Cape Cod Commission.
In addition to this, the Town of Brewster has a very informative website dedicated to the Brewster Sea Camps properties (https://www.brewster-ma.gov/town-projects/cape-cod-sea-camps-properties). This website has many sections that describe acquisition of the properties, planning documents, community forum information, related Town Meeting Warrant Articles, and information related to discussions from the planning committees, among other topics. Brewster maintains this website with regular updates following major milestone developments. Should this project be funded through this grant, the Town will include this as an update on its website, along with any major milestones completed as part of this project and its progression. As outlined in the budget section above, Town Manager and the Assistant Manager are also dedicating time to ensure the Select Board and Sea Camps Advisory Committee are engaged and aware of project progression.

Core Questions: Permitting Information

Construction Scope or Advanced Design *

Does the proposed project scope entail construction **and/or** is the current level of design of the project 30% or greater?

Yes

MEPA - Has the applicant submitted the project to the MEPA Office for review? *

MEPA review not required

ACEC Designation *

Is any portion of the proposed project located within a designated Area of Critical Environmental Concern (ACEC)?
Find a map of ACECs here.

- ○ Yes
- ◉ No

Soil Contamination *

Are contaminated soils present on the site?

No

Article 97 Land *

Is any part of the project site protect under Article 97? Find information on Article 97 land here.

- (•) Yes
- ( ) No

Please explain how the project will comply with any Article 97 constraints and/or requirements on the project site. *

The Spruce Hill Conservation area consists of two parcels that are protected under Article 97 and owned by the Town of Brewster. The existing water main runs through the northern (coastal) portion of the site and has an existing utility easement in place that was granted in 1971 for the construction, maintenance, repair, relocation, and replacement of the water main. The existing easement is 20 feet wide and runs the length of the main where it crosses the parcel. The Town has engaged their legal counsel to undergo the process of obtaining a new easement or other land dedication, as required, along the width of the parcel where the proposed water main will go and releasing the existing easement, as required by law.

The Town is prepared to engage with the Brewster Conservation Commission to obtain support for the proposed easement followed by submitting a warrant article to Town Meeting that explicitly authorizes the disposition of the 1971 easement and the acquisition of the new one for the proposed water line. The Town is also prepared to undergo the process of applying for a waiver from the EEA Secretary by submitting an alternatives analysis demonstrating that there is no feasible or substantially equivalent alternative to moving the easement and why the water main must be relocated and why it must be relocated to the proposed location. The Town believes that because the existing water main currently is the only water service connection between the residential parcels to the east and west of the Brewster Sea Camps Bay Parcel and that existing connection is at risk of failure due to threats associated with climate change, the proposed water line must be relocated farther inland on the same parcel to maintain the water service connection. The Town of Brewster believes that the request for the utility easement qualifies for a waiver from the Secretary because the project demonstrates significant public interest as it provides a more resilient water supply to Town-owned property, reestablishes adequate fire pressure in existing hydrants that have been impacted by previous water main breaks, provides access to a new fire hydrant on Flying Mist Lane, and brings upgraded water service to Flying Mist Lane with new service to 10 residential homes on the street. The project also allows continued public use in the location of the proposed easement as the utility is underground. Since the water main for that portion of land is proposed to be installed through directional drilling, vegetation and trees will not be impacted and the natural value of the land will not be impacted.

Permit Table

Review and complete the table below to indicate what permits, licenses, and/or approvals are required, and if required, whether they have been submitted and/or secured. If you are applying for a construction project, all necessary permits and permissions should be secured.

Review and complete the table below to indicate what permits, licenses, and/or approvals are required, and if required, whether they have been submitted and/or secured. If you are applying for a construction project, all necessary permits and permissions should be secured.

Permit / License	Required (Y/N)	Submitted (Y/N)	Secu
Conservation Commission Order of Conditions	Yes	No	No
CZM Federal Consistency Review	No	No	No
DCR Dam Safety Chapter 253 Permit	No	No	No
DMF Review, if different from Endangered Specifies Regulatory Review	No	No	No
DEP Chapter 91 Waterways Permit or License	No	No	No
MEPA ENF or EIR Review	No	No	No
DEP Water Management Act Permit	No	No	No
DEP Water Quality Certification	No	No	No
Endangered Species Consultation (State or Federal)	No	No	No
Interconnection Service Agreement	No	No	No
MassDOT Review or Permit (Chapter 85 Review, Access Permit, etc.)	Yes	No	No
MHC Historic Review (including Underwater Historical Resources)	No	No	No
U.S. Army Corps (USACE) Permit (Section 10 or 404	No	No	No

Are there other permits, licenses, and/or approvals required for the project that are not listed above? *

Yes

Other Approvals *

List the names and approving agencies of all additional permits, licenses, and/or approvals required, and specify whether they have been submitted and/or secured.

A WS 32-Modification to Water Systems over 3,300 customers from MassDEP will be required. To date this permit has not been secured yet, but the Town is prepared to complete this permit application this spring/summer.

Documentation

File Name	File Upload	Preview
CZM Grant_Figure 1_Project Location Overview_Both Parcels	**CZM Grant_Figure ...** PDF - 1005.49 KB	
Proposed and Existing Water Mains	**CZM Grant_Figure ...** PDF - 967.05 KB	
Appendix A Budget Spreadsheet (Full Build Out)	**Appendix A Budget...** XLSX - 528.24 KB	
Conceptual Plans	**Kick Off Figures** PDF - 7.69 MB	
Opinion of Probable Cost_FullBuildOut	**Opinion of Probabl...** PDF - 47.58 KB	
Watermain Layout Plan	**1290-25570-C-001_C...** PDF - 1.38 MB	
Town of Brewster Letter of Match Commitment	**Brewster-Letter-of...** PDF - 409.7 KB	
Ferguson Quote	**Ferguson Quote** PDF - 148.01 KB	
CRDS report	**Brewster%20Wate...** PDF - 689.3 KB	
Letter of Support_Sea Camps Water Main Construction	**Letter of Support_S...** PDF - 49.62 KB	
Representative Project Photo	**RepProjectPhoto** PDF - 273.31 KB	
resumes-EDR-Brewster	**resumes-EDR-Brew...** PDF - 982.32 KB	
Town of Brewster Letter of Match Commitment	**Brewster-Letter-of...** PDF - 409.7 KB	
Letter of Support_Sea Camps Water Main Construction	**Letter of Support_S...** PDF - 49.62 KB	

Form Name	File Upload	Preview
Additional Correspondence and Backup Information	**Water Main Relocation_A...** PDF - 11.24 MB	

Member Programs

SHOW ALL

CZM Coastal Resilience FY27 — ECO CR 27

*

☐ I understand no further changes can be made to general project information, application form, or required documentation.

CANCEL BACK SUBMIT

Town of Brewster

2198 Main Street
BREWSTER, MASSACHUSETTS 02631

(508) 896-4506 – Fax (508) 896-8089

OFFICE OF:
TOWN CLERK

Receipt for a Petitions filed in the Town Clerk's Office

Received from: Amy Henderson **Phone Number:** 774 212 5930
Name

Office/Summary: Transfer Custody / Change of Use

	# of signatures submitted	# of signatures certified		# of signatures submitted	# of signatures certified		# of signatures submitted	# of signatures certified		# of signatures submitted	# of signatures certified
1	12	12	6			11			16		
2			7			12			17		
3			8			13			18		
4			9			14			19		
5			10			15			20		

Town Clerk/Registrar

When signatures have been certified please:

Time Stamp

'26 APR 2 11:47AM
BREWSTER TOWN CLERK

_____ **call me at:** _____

_____ **I will call you.**

Picked up on: _____

By whom: _____

PLEASE REMEMBER TO BRING YOUR RECEIPT WITH YOU TO PICK UP YOUR PAPERS

Petition for the Town of Brewster Annual Town Meeting Warrant

ARTICLE . To see if the Town will vote

Transfer Custody and change uses of Sea Camps Pond Property - See attached for full language

, or to take any other action relative thereto.

(Citizen's Petition)

	Signature	Address
✓		20 Blackberry Lane
✓		157 Susan Lane
✓		14 Herring Brook Lane
✓	Rowena Wardrop	83 Run Hill Rd
✓		56 Carsons Way
✓	Deborah Anne Johnson	72 Foster Road
✓	Elizabeth Finch	26 Red Top Road
✓		102 Pleasant Brook Ln
✓		707 Tubman Rd
✓		154 Crosby Lane
✓		377 TUBMAN RD
✓		14 Herring Brook Lane

12

ARTICLE NO XY. Transfer Custody and Change Uses of Sea Camps Pond Property: To see if the Town will vote to transfer the care, custody, and control of the parcel of land located at 500 W.H. Besse Cartway and acquired by the Town by deed recorded with the Barnstable County Registry of Deeds in Book 34698 Page 91 (the Sea Camps Pond Property, so-called) from the Select Board for habitat protection, watershed protection, open space, conservation and passive recreation, active recreation, community housing and/or general municipal purposes to the Select Board for conservation, open space, passive recreation, water supply protection, and conservation educational purposes under Article 97 of the Amendments to the Constitution of Massachusetts, to authorize the Select Board to file a petition with the General Court for a special act to authorize the foregoing transfer and change in use, with said transfer and change to become effective upon the passage of said legislation, and, further, to authorize the Select Board to grant a conservation restriction on said property for such purposes to one or more qualified conservation organizations on such terms and conditions as the Select Board deems appropriate, or take any other action relative thereto.

Comment

This article removes housing and community housing and other municipal purposes (such as wastewater treatment) from the list of potential uses for the Long Pond property. Purposes such as watershed protection, open space, and passive recreation are kept in the list. The article also would permanently protect the property as conservation land under Article 97 of the Constitution of the Commonwealth of Massachusetts and authorize the Select Board to place a conservation restriction on this portion of the Pond Property. The remaining 60 acres are protected by a conservation restriction held jointly by the Brewster Conservation Trust and Mass Audubon.

Town of Brewster

2198 Main Street
BREWSTER, MASSACHUSETTS 02631
(508) 896-4506 – Fax (508) 896-8089

OFFICE OF:
TOWN CLERK

Receipt for a Petitions filed in the Town Clerk's Office

Received from: Amy Henderson **Phone Number:** 774 212 5930
Name

Office/Summary: Accept Revised Comprehensive plan

	# of signatures submitted	# of signatures certified		# of signatures submitted	# of signatures certified		# of signatures submitted	# of signatures certified		# of signatures submitted	# of signatures certified
1	12	12	6			11			16		
2			7			12			17		
3			8			13			18		
4			9			14			19		
5			10			15			20		

Town Clerk/Registrar

When signatures have been certified please:

Time Stamp

BREWSTER TOWN CLERK
'25 APR 2 11:48AM

____ **call me at:** _____

_____ **I will call you.**

Picked up on: _____

By whom: _____

PLEASE REMEMBER TO BRING YOUR RECEIPT WITH YOU TO PICK UP YOUR PAPERS

Petition for the Town of Brewster Annual Town Meeting Warrant

ARTICLE . To see if the Town will vote to accept the revised Comprehensive plan for the Town-owned property located at 5000 W.H. Besse Cartway and acquired by the Town by deed recorded with the Barnstable County Registry of Deeds in Book 34698 Page 91 (the Sea Camps Pond Property, so called), with said revised plan to supersede the plan voted under Article 19 of the May 11 2024 Annual Town Meeting, or to take any other action relative thereto.

(Citizen's Petition)

Signature	Address
✓	20 Blackberry Lane
✓	157 Susan Lane
✓	14 Herring Brook Lane
✓	83 Run Hill Rd
✓	56 Carsons Way
✓ Debra Ann Johnson	72 Foster Road
✓ Elizabeth Finch	26 Red Top Road
✓	107 [illegible]
✓ Seamus Woods	707 Tubman Rd
✓	377 Tubman Rd
✓	154 Crosby Lane
✓	14 Herring Brook Lane

(12)

ARTICLE NO XX. Revise Sea Camps Pond Property Comprehensive Plan: To see if the Town will vote to accept the revised comprehensive plan for the Town-owned property located at 500 W.H. Besse Cartway and acquired by the Town by deed recorded with the Barnstable County Registry of Deeds in Book 34698 Page 91 (the Sea Camps Pond Property, so-called), with said revised plan to supersede the plan voted upon under Article 19 of the May 11, 2024 Annual Town Meeting, or take any other action relative thereto.

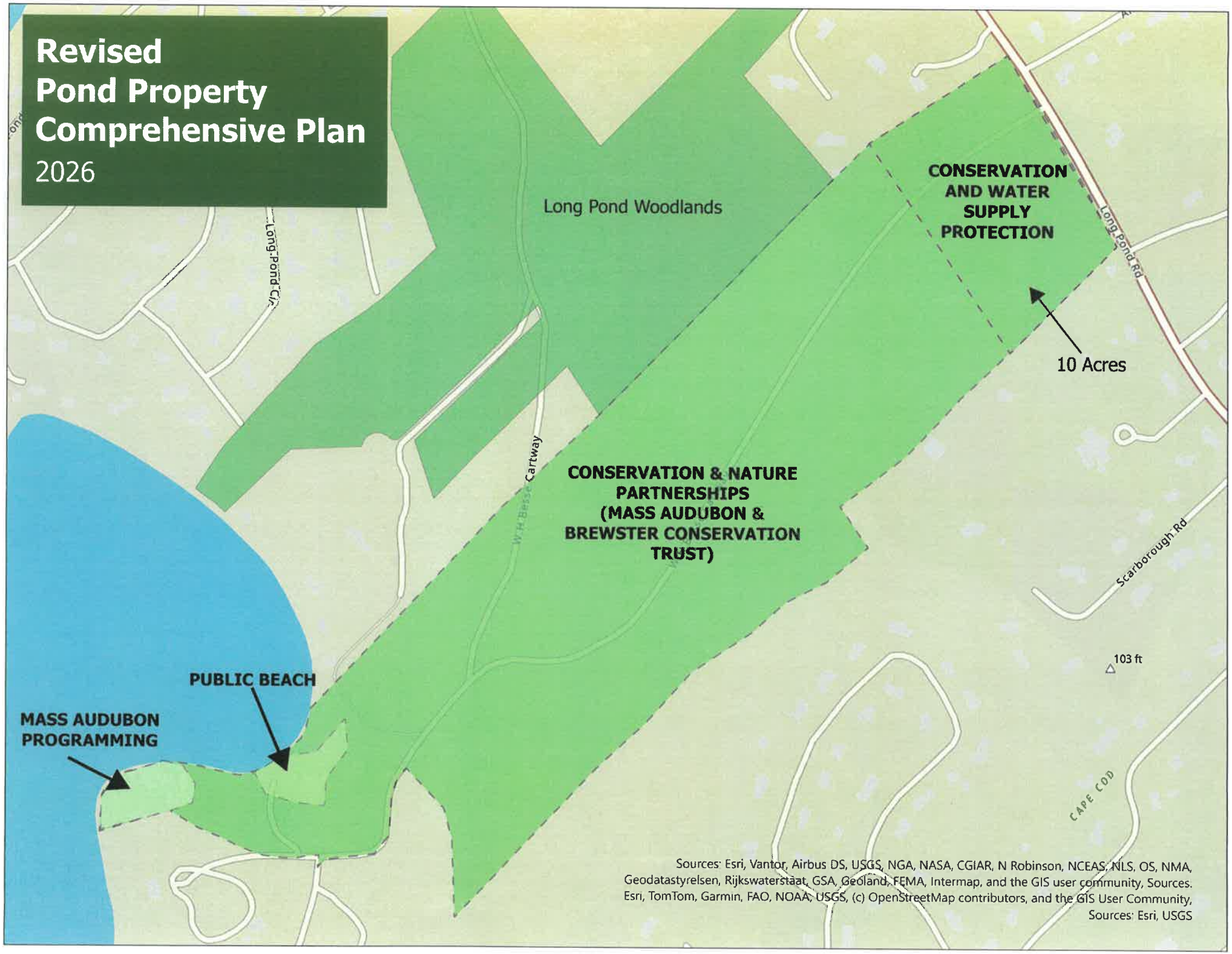
Comment

This article would seek to amend the Sea Camps Comprehensive Plan: Pond Property that was voted on in May of 2024. That May 2024, Article 19 described a 10-acre portion for community housing and wastewater treatment on RT 137. The Article Comments also declared: "The Town would seek voter approval of funding for feasibility studies to more fully define what community housing and wastewater would look like on this property. No funding is associated with the adoption of this plan. If the plan is approved, funding requests would come before voters at several points in the future." However, in January of 2026, the Select Board voted 4-1 to refer the 10-acre portion of the Sea Camp Pond Property to the Brewster Affordable Housing Trust to complete a feasibility study for the community housing and wastewater treatment.

The revised plan, summarized in the attached map, would designate those 10-acres for Conservation and Water Supply Protection. The remaining 60-acres would remain permanently protected by a conservation restriction and include walking trails connecting to the adjacent Town owned Long Pond Woodlands conservation land. Nature-based programs would be offered through Mass Audubon. A small public beach on Long Pond would be available, with improved and expanded access and parking as defined on the original plan.

Approximately 38 acres at the northern end of the Long Pond Property, including the area designated for housing and wastewater, lie within Brewster's drinking water supply area (Zone II). A hydrogeological analysis indicates that during peak summer demand, water is drawn from this area and that, over time, the effluent from the wastewater treatment system will reach Brewster's wells, specifically Wells #1 and #2, which supply most of the town's drinking water and have won awards for their high quality.

During the planning and community input phase of the development of the Pond Property Comprehensive Plan, the extent of the conservation value of the land was discussed, however, a conservation option for the entire property was never put to the community. This article will allow that to take place.

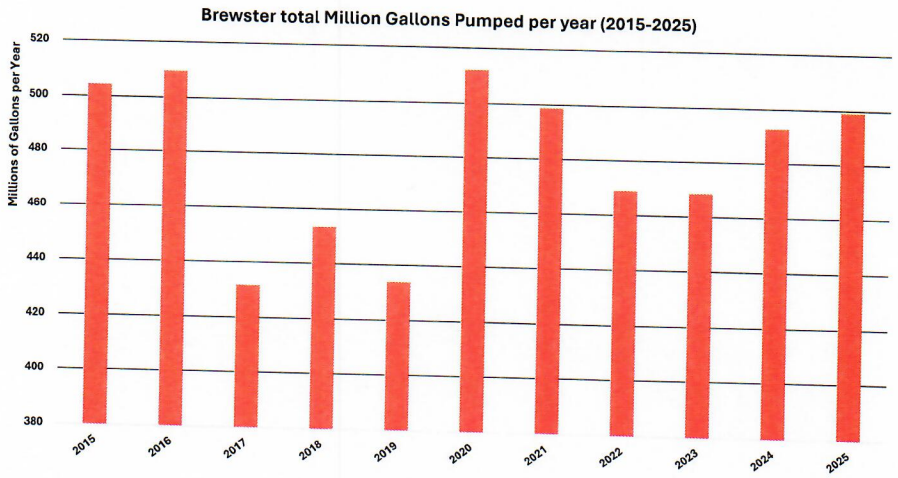

Revised
Pond Property
Comprehensive Plan
2026
Long Pond Woodlands
CONSERVATION AND WATER SUPPLY PROTECTION
10 Acres
CONSERVATION & NATURE PARTNERSHIPS (MASS AUDUBON & BREWSTER CONSERVATION TRUST)
PUBLIC BEACH
MASS AUDUBON PROGRAMMING
Long Pond Rd
Scarborough Rd
W H Besse Cartway
103 ft
CAPE COD
Sources: Esri, Vantor, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap, and the GIS user community, Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, (c) OpenStreetMap contributors, and the GIS User Community, Sources: Esri, USGS

Brewster Groundwater Modeling Project

March 24, 2026
Brewster Town Hall Meeting

For the Brewster Conservation Trust
By
Thomas Cambareri
Hydrogeologist
Sole Source Consulting, LLC

1



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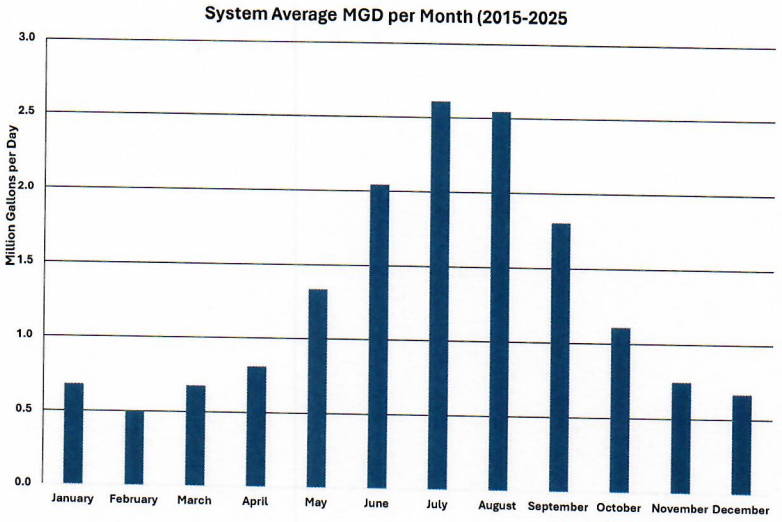


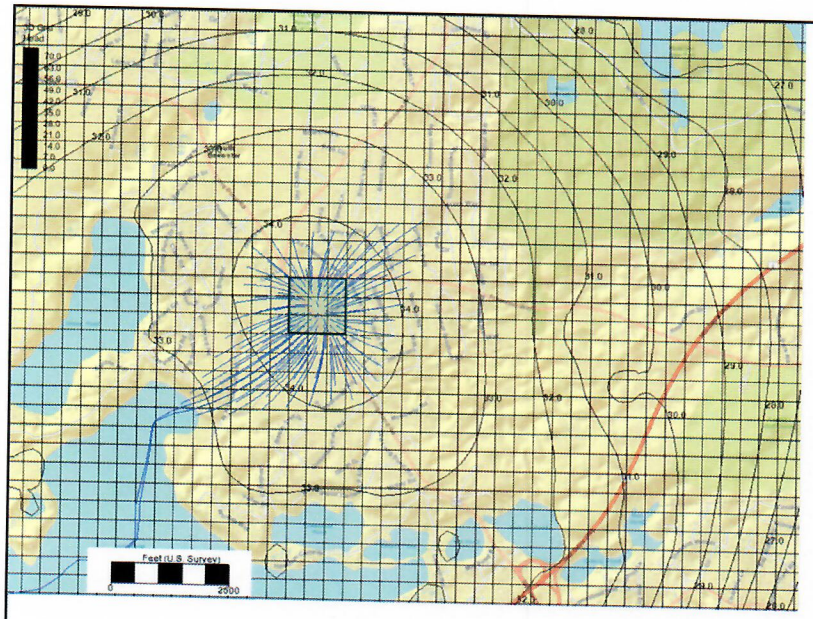
3

Rated Capacity for Zone II			
well	ft3/d	GPD	gpm
1	(182,875)	1,368,000	950
2	(211,750)	1,584,000	1,100
3	(134,750)	1,008,000	700

USGS Rates-Average			
well	ft3/d	GPD	gpm
1	(51,244)	383,332	266
2	(50,537)	378,043	263
3	(52,235)	390,745	271

July 2024 Pumping Rates			
Well	ft3/d	GPD	gpm
1	(120,463)	901,129	626
2	(125,522)	938,968	652
3	(11,704)	87,548	61

4

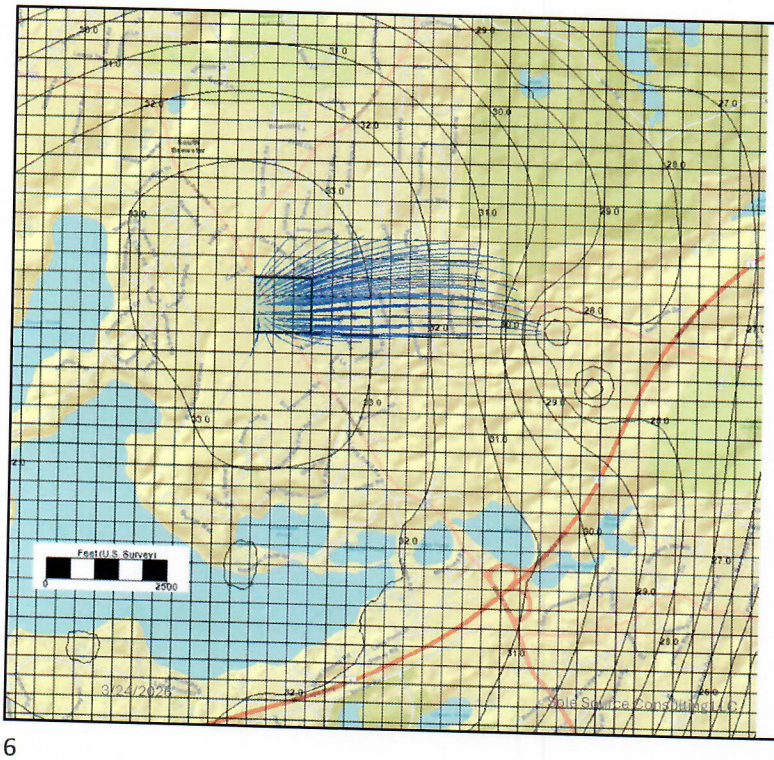


Top of the Mound

Average Pump Rates
34 ft water Table Contour
100 Year Particle Paths

Radial flow from the top of the mound position

5

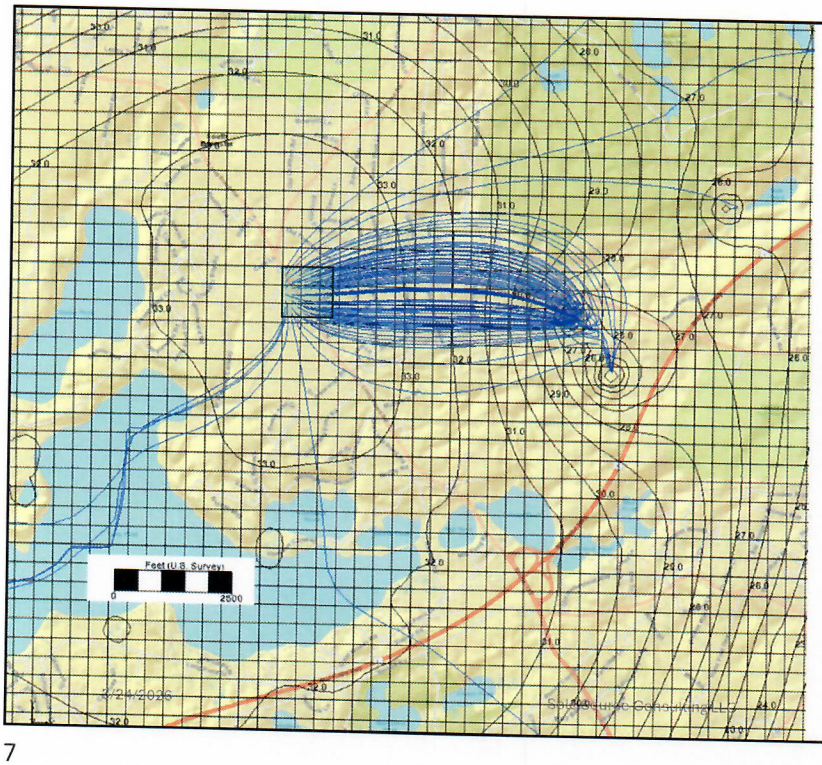


Top of the Mound

Steady State
July 2024 Pump Rates
33 ft water Table Contour
100 Year Particle Paths

Mound Height Decreases and Shifts to the west with Flow heading east

6



Top of the Mound

Zone II Pump Rates-180 days
USGS Average as Starting Heads
Average Recharge

Expanded 33 ft water Table Contour

Mound Height Decreases and Shifts to the west with Flow heading east almost entirely into Well #1

7

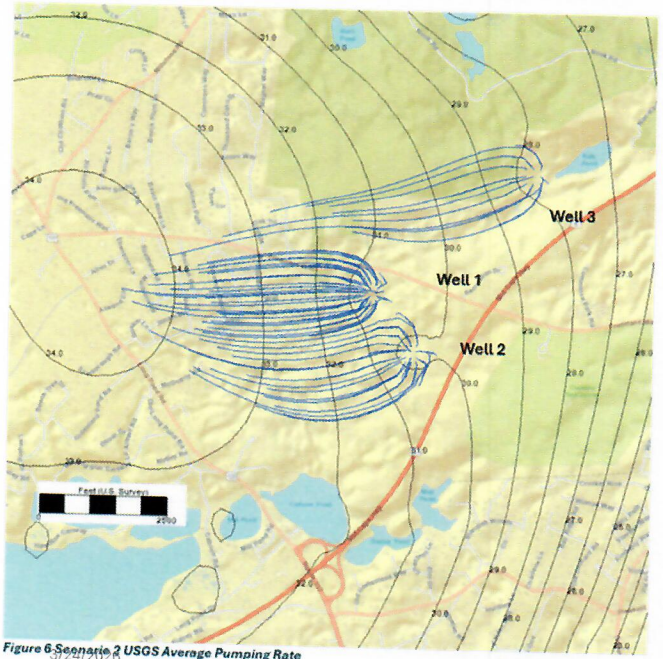


Figure 6 Scenario 2 USGS Average Pumping Rate

Capture Area to Wells

Steady State
USGS
Average Conditions
w/o WW

8

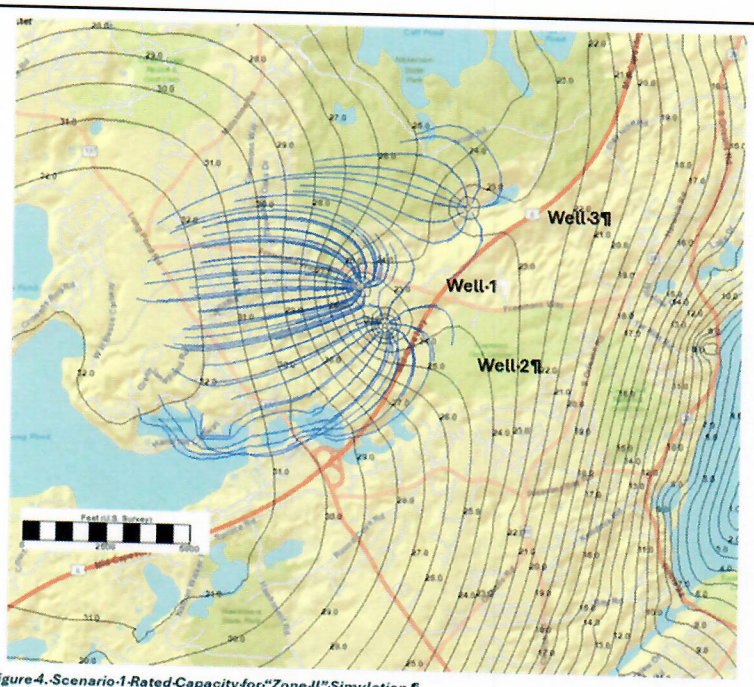
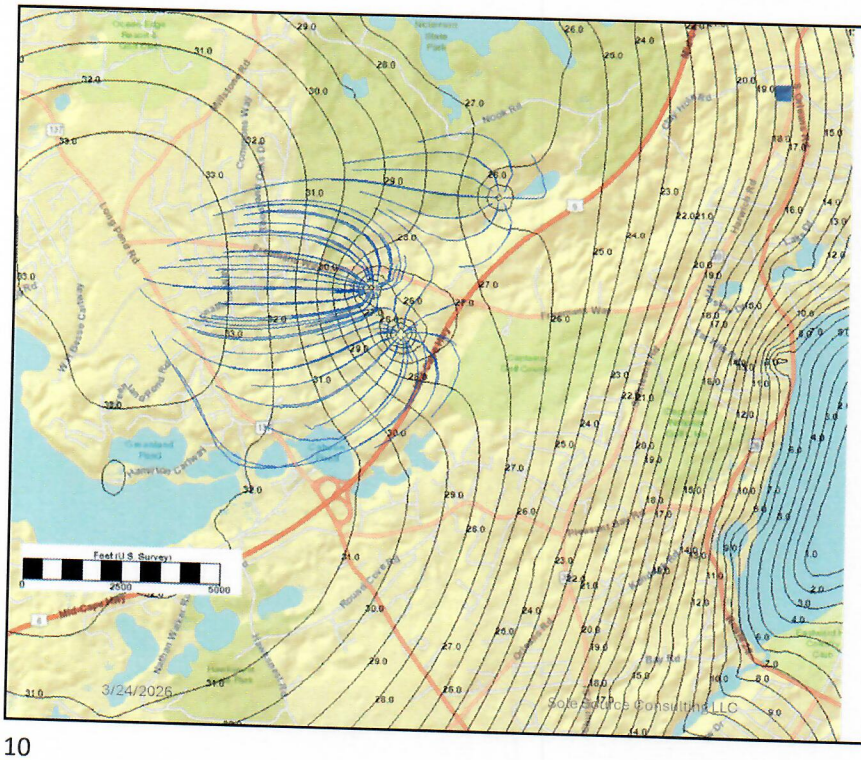


Figure-4.-Scenario-1-Rated-Capacity-for-"Zone-II"-Simulation-¶

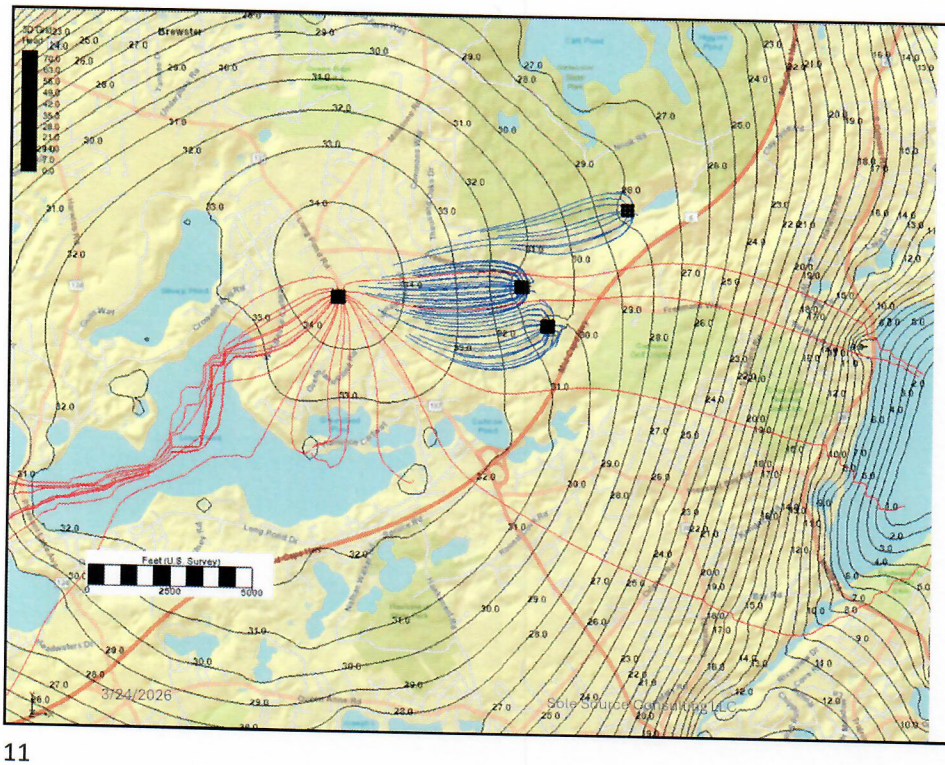
Capture Area to Wells

Steady State
Zone II Pumping Rates
w/o WW



Capture Area to Wells

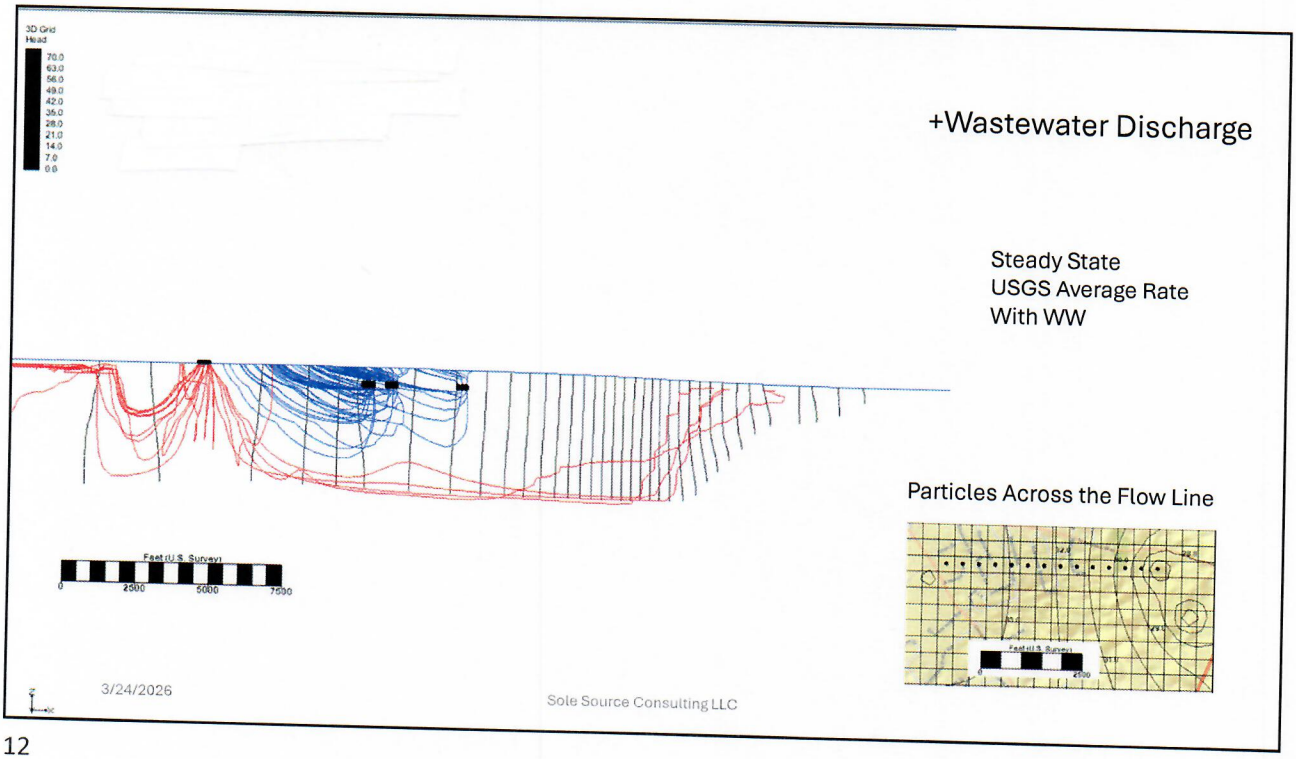
Zone II Pump Rates-180 days
USGS Average as Starting Heads
Average Recharge



+Wastewater Discharge

Steady State
USGS
Average Conditions
With Wastewater

11

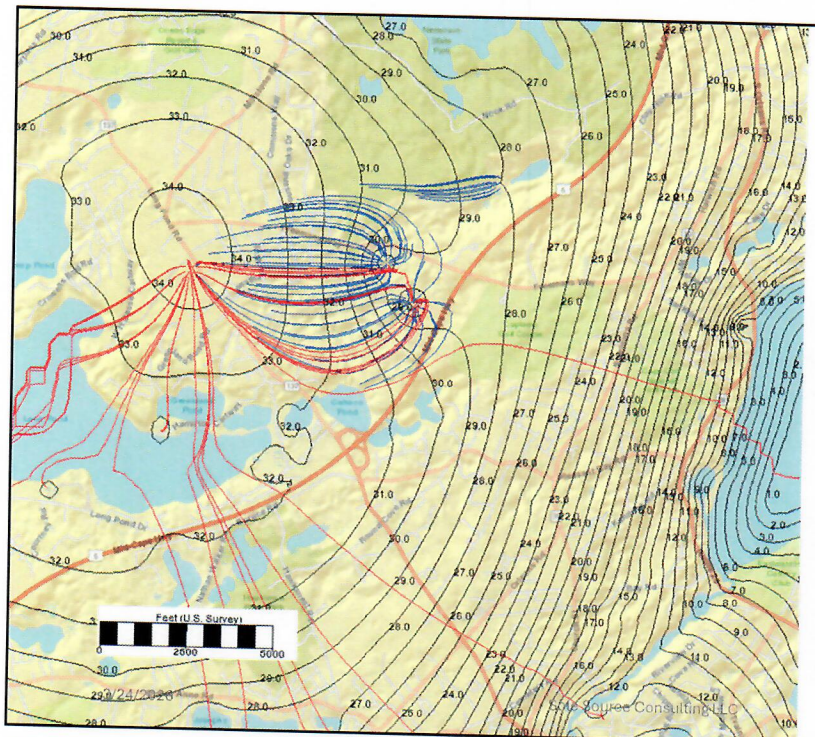


+Wastewater Discharge

Steady State
USGS Average Rate
With WW

Particles Across the Flow Line

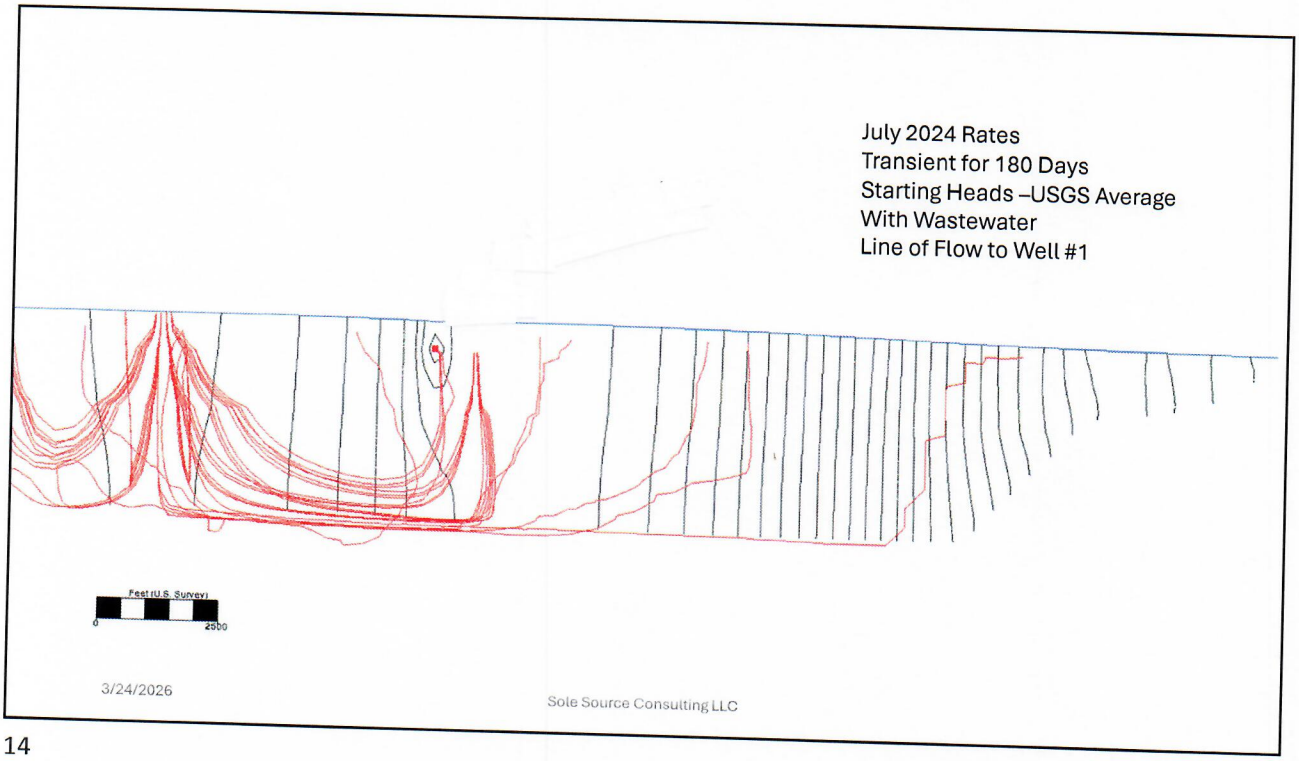
12



+Wastewater Discharge

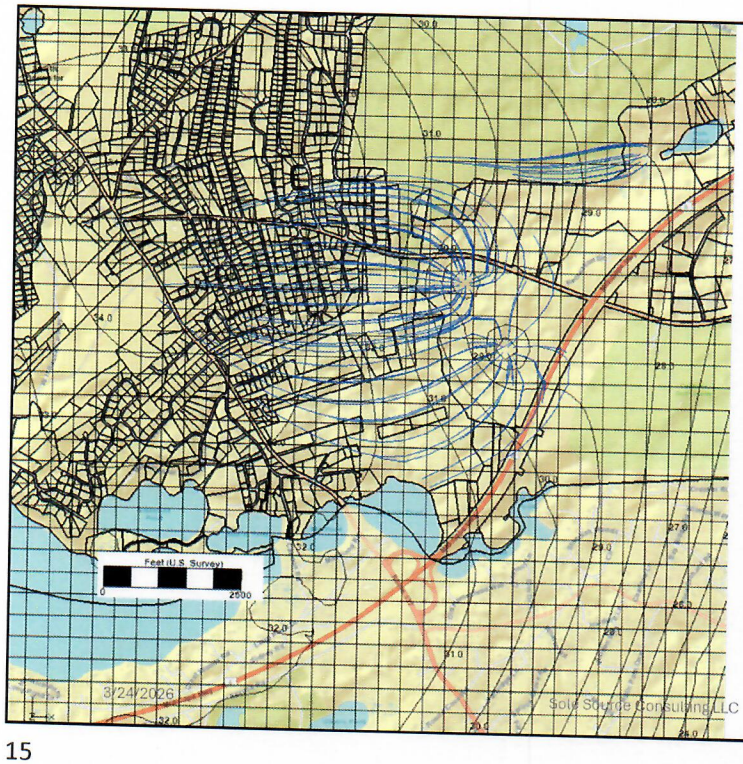
July 2024 Rates
Transient for 180 Days
Starting Heads –USGS Average
With Wastewater

13



July 2024 Rates
Transient for 180 Days
Starting Heads –USGS Average
With Wastewater
Line of Flow to Well #1

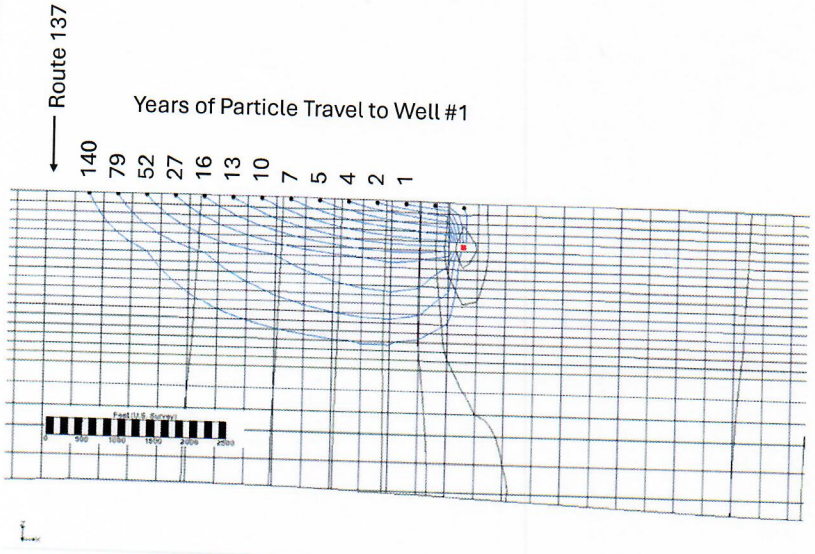
14



Capture Area to Wells

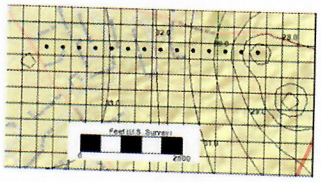
July 2024 Rates
Transient for 180 Days
Starting Heads –USGS Average
Tax Parcels

15



July 2024 Rates
With Wastewater

Particles Across the Flow Line



16

Tom Cambareri

Mr. Cambareri is a hydrogeologist with over 45 years of experience in groundwater issues on Cape Cod and former director of the Water Resources Office of the Cape Cod Commission. He has conducted numerous studies of groundwater across Cape Cod including the JBCC cleanup, water supply, initiating the Pond and Lakes Stewardship project, coordinating the Mass Estuary Project and wastewater planning from 1979 through the recent 208 Plan Update in 2015 for the Towns on Cape Cod. Tom coordinated five regional groundwater investigations with the USGS and has conducted numerous modeling projects for his clients.

Example Modeling Projects:

Cambareri, T. and G. Belfit (1990) 1990 Harwich Brewster Wellhead Protection Project, Cape Cod Commission Water Resources O□ice, Barnstable, MA.

Cambareri, T. (1992) Hydrogeological Assessments of the Brewster Landfill, (1988-1990), Cape Cod Commission, Barnstable, MA.

Cambareri, T., & Michaud, S. M. (2009). Final Prolonged Pumping Test Report for Well Site BFD No. 5. Cape Cod Commission.

Cambareri, T. (2016). Immediate Response Action Plan, Barnstable County Fire Training Academy, Cape Cod Commission, Barnstable, MA.

Cambareri, T. (2016) Canoe Place Inn Groundwater Model Report III, Permeable Reactive Barrier Model for a Site in Southampton, NY. Prepared for Lombardo Associates, January 31, 2016, Sole-Source Consulting 62 Joan Road Centerville, MA., 02632.

Brewster Groundwater

Modeling Sole Source Consulting LLC Page 17

Cambareri, T. (2016) Canoe Place Inn Groundwater Model Report III, Prepared for Lombardo Associates, January 31, 2016, Sole-Source Consulting 62 Joan Road Centerville, MA. 02632.

Cambareri, T. Cambareri, T. (2021) Hydrogeologic Technical Report Groundwater Modeling Project of Groundwater Surface Water Interaction of the Little River and the Cotuit Wellfield., Sole Source Consulting LLC 62 Joan Road Centerville, MA., April 19, 2021.

Cambareri, T. (2021) Hydrogeologic Technical Report Groundwater Modeling Project of Groundwater Surface Water Interaction of the Little River and the Cotuit Wellfield., Sole Source Consulting LLC 62 Joan Road Centerville, MA., April 19, 2021.

Draft
Public Drinking Water Supply Section of the Integrated Water Resources Management Plan (IWRMP) 2026 Update
Brewster, Massachusetts

Evaluation of Public Water Supply Wells

Current and Future Demands

The Town currently receives drinking water from five public supply wells. Three are located near Freeman's Way in the eastern part of Town, with wells GP-1 and GP-2 located to the south and well GP-3 located to the north of the road (Figure 8). The other two wells are located on Run Hill Road and Westgate Road in the Punkhorn area of Brewster. A sixth well site has been permitted for use by DEP that is also in the Punkhorn area and will likely be brought into operation in the next 5-10 years.

The current water demand over the last five years has averaged 1.34 million gallons per day. The water use has remained stable over the last 15 years, only growing by approximately 150,000 gallons per day from 2009 to 2024. The five wells have a pumping capacity of approximately 3.1 million gallons per day, assuming they each pump at their maximum capacity for 12 hours per day.

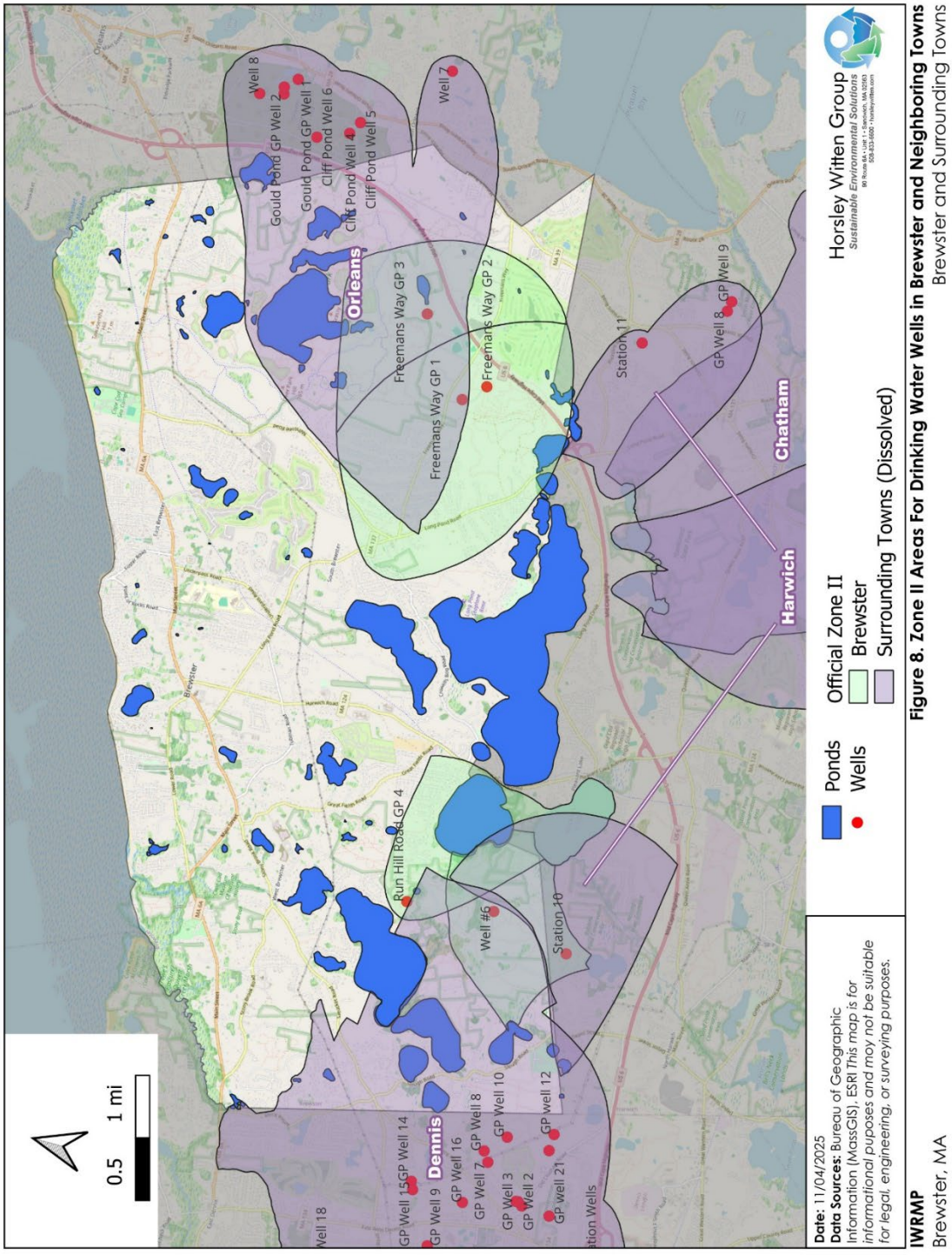
The average water use is higher in the summer and lower in the winter. From 2020-2024, the lowest monthly winter pumping rate was in February 2021 (620,000 gallons per day). The highest monthly summer pumping rate was in August 2020 (2,920,000 gallons per day). The highest pumping rate in one day was 3,924,000 gpd in August 2020. The Water Department has worked to minimize the use of public water for irrigation, to minimize these high water use demands. Overall, that volume can be met now if the wells pump for more than 12 hours/day. The future development of the sixth well in the Punkhorn area will also provide additional water for peak water use time. Therefore, the water system has more than enough capacity to accommodate future growth in Town, especially if the new well comes online.

The Brewster Water Department is developing a new Water System Master Plan that will evaluate the capacity of the water system and update the potential growth that may occur over time. This report will evaluate the need and timing to bring the sixth well into operation and will also provide recommendations on the ongoing operation and maintenance of the water system. The report will likely be completed in 2027.

Historical/Current Water Quality

In 2009, Silent Spring Institute (SSI) staff collected raw water samples from two of Brewster's drinking water wells. According to the SSI report published in 2010, the samples "…were tested for a wide range of organic wastewater compounds (OWCs), including pharmaceuticals and

personal care products, hormones, herbicides, organophosphate flame retardants and perfluorinated chemicals (PFAS),” along with nitrate and boron. An additional sample from one of the wells was taken to test for alkylphenols (surfactants). There were no detections of any of the 88 OWCs tested for in both wells, and no alkylphenols were detected as well. Nitrate and boron concentrations in the water samples showcased background levels, with no wastewater impact on the water quality.



The Town has conducted regular sampling to test for PFAS compounds at all their drinking water supply wells since 2014. The lab results showed no detections of any of the compounds above the laboratory reporting limit.

Nitrate-nitrogen is a contaminant of interest when reviewing the data from the 2020 – 2024 Annual Water Quality Reports, due to the sampling frequency and the potential impacts from septic systems in the capture area to each well. The nitrate data is shown below in Table 9. Note that the nitrate concentrations shown were the maximum values detected for each year from all five wells.

Table 1. Maximum Nitrate Concentrations from Brewster Water Supply Wells 2020-2024

Year	Nitrate Concentration (mg/L)
2020	.21
2021	1.7
2022	1.2
2023	0.85
2024	1.3

The nitrate levels measured over the last five years do show slightly increased concentrations compared to the historical values of 0.2 mg/L (Freeman's Way Well GP-1) and 0.1 mg/L (Freeman's Way Well 3) from the 2010 SSI report. However, the Massachusetts Maximum Contaminant Level (MCL) for nitrate is 10 ppm, which applies to water that is delivered to any user of a public water system, as defined in 310 CMR 22.02. The MCL is the highest level of a substance that is allowed in drinking water, and the nitrate levels detected in the Brewster water supply are still well below this threshold.

While there have been trace detections of other substances in the drinking water supply over the last five years, the concentrations of these detected contaminants fall well below any applicable drinking water standard.

Evaluation of Development in Actual Capture Areas to The Town's Public Supply Wells

One main reason for the excellent quality of the Town's drinking water is the extent of open space in the areas that regularly contribute groundwater to the Town's wells.

MassDEP requires the mapping of a wellhead protection area for each public water supply well approved for use in Massachusetts. Wellhead protection areas include Zone I, Zone II, and Zone III areas. Zone I areas comprise a 400-foot circle of protected land around well which must be wholly controlled by the water utility. Zone II areas represent the land area under which groundwater flows towards the well under the most extreme pumping and drought conditions. The boundaries of a Zone II are the groundwater divides established at the end of a 180-day period with the well pumping at its maximum permitted rate without recharge from precipitation during the 180-day period. As such, the Zone II areas are very conservative to help

protect drinking water quality. Zone III areas include the Zone II area as well as any surface drainage areas which enter the Zone II area.

The Zone IIs to Brewster's public supply wells have all been mapped and approved by MassDEP (Figure 8). In addition, the Zone IIs for public water supply wells in Dennis, Harwich and Orleans also extend into portions of Brewster as shown on Figure 8. As discussed above, the Zone II areas are conservative and larger than the actual capture areas for a well.

One issue raised during the planning for this IWRMP Update was whether or not there is a future risk from contaminants discharged into groundwater from septic systems and other contaminant sources in the Zone II areas. The primary concern is that the discharge of septic system effluent from homes in the most upgradient areas of the Zone II capture areas may not have flowed with groundwater all the way to the wells and may impact water quality in the future. To review this issue, HW created a model to map the actual capture areas to the Town's wells based on the average pumping rates used over the last five years as they represent the areas actually contributing water to the wells. The development in these areas was then evaluated to determine if there are any contaminant sources that might impact drinking water quality in the future.

The actual capture areas for Brewster's drinking water wells under average pumping conditions were modeled based on the regional groundwater model for the Monomoy groundwater lens developed by the United States Geological Survey (Walter and Whealan, 2005). The model domain spans the entire width of Cape Cod from the Bass River to Eastham. Existing wells within the model were altered to reflect current average pumping rates based on actual pumping volumes reported from 2020-2024. In total, 53 wells in Brewster, Dennis, Harwich, Orleans, and Chatham were altered to reflect this most recent data. A steady state model was used to map the average capture areas, with all wells are represented in the model always pumping at their average rate. The average recharge rate from precipitation was also used to map these actual capture areas. Some additional water may enter the aquifer from the septic system discharges from homes in the capture areas. However, this volume of water is small, less than 5% of the overall recharge from precipitation and is within the margin of error for the MODFLOW model. If this flow was included, the average capture areas would be slightly reduced in size, so the areas mapped in this assessment include slightly more land area, and potential contaminants around each well.

Modeling was performed using MODFLOW version 5 (USGS) and MODPATH version 3, via the Groundwater Vistas interface. MODPATH inserts "particles" into the model, which represent units of groundwater and track their position over time as they move from recharge entering the aquifer to their final destination (e.g. a well, the coastline, a stream, or some other boundary condition). Particles were assigned to start at locations throughout Brewster and the surrounding areas and allowed to proceed to their final fate under average pumping conditions. Those particles which ultimately entered Brewster's wells were identified and their original starting positions were identified. These starting positions, coupled with other information from the model about the local direction of groundwater flow, were utilized to encircle the

actual capture areas for the wells under average pumping conditions. The average conditions contributing areas, compared with the approved regulator Zone II areas, are shown in Figures 9 and 10. These capture areas were modeled with all the public water supply wells in Brewster, Orleans, Harwich, and Dennis pumping at the same time. This was done to properly simulate the capture area to each well. If modeled separately, the capture areas could potentially overlap and wouldn't properly show the areas contributing water to each well.

Zone II areas are mapped during the regulatory process when a water department is installing a new well or is adjusting the amount of water being pumped. The mapping of the areas is reviewed and approved by MassDEP before a well can be brought into operation. These regulatory areas were not reassessed during this effort. Land use and development within the Zone II capture areas was compared to that in the actual capture areas. Estimates of the overall nitrogen load that might impact a well within the actual capture areas were then developed and compared to the current nitrogen concentrations detected in the Town's wells. Nitrogen moves readily through groundwater and provides a good indication of threats to drinking water from sources such as septic systems. Other contaminants such as PFAS compounds move more slowly through groundwater.

Figure 9 shows the Zone II areas and the modeled actual capture areas for the three Freeman's Way wells. The actual capture areas are all within the portion of Brewster where groundwater flows towards Pleasant Bay, and not towards Long Pond or the Herring River. The Zone II area mapped under extreme water use and drought conditions extends across the groundwater divide between Pleasant Bay and Long Pond/Herring River. HW has not yet been able to review the model used to develop these Zone II areas however, it is extremely unlikely that groundwater captured by the three Town wells would originate from the opposite side of this groundwater divide.

Capture areas were also modeled for each of the public supply wells using summer pumping rates when water demands are the highest and using winter pumping rates when water demands are the lowest (Figures 11 and 12). These capture areas were delineated using the same long term, steady-state model used to map the average pumping rate capture areas, with the pumping rates changed to match the average summer water use (May to September) and winter water use (October to April) data provided by the Water Department over the last five years. The capture area using the summer pumping rate is larger than the average capture area but is still smaller than the DEP approved Zone II area. Similarly, the capture area for the winter

pumping rate is smaller than the average capture area. Overall, the average capture areas mapped with the MODFLOW model reflect the long-term water use for the wells as the average pumping rate incorporates both summer and winter water use data. For this reason, the average capture areas were used to evaluate water quality issues with the wells discussed below.

Date: 03/06/2026
Data Sources: Bureau of Geographic Information (MassGIS), OpenStreetMap
This map is for informational puposes and may not be suitable for legal, engineering, or surveying purposes.

Horsley Witten Group
Sustainable Environmental Solutions
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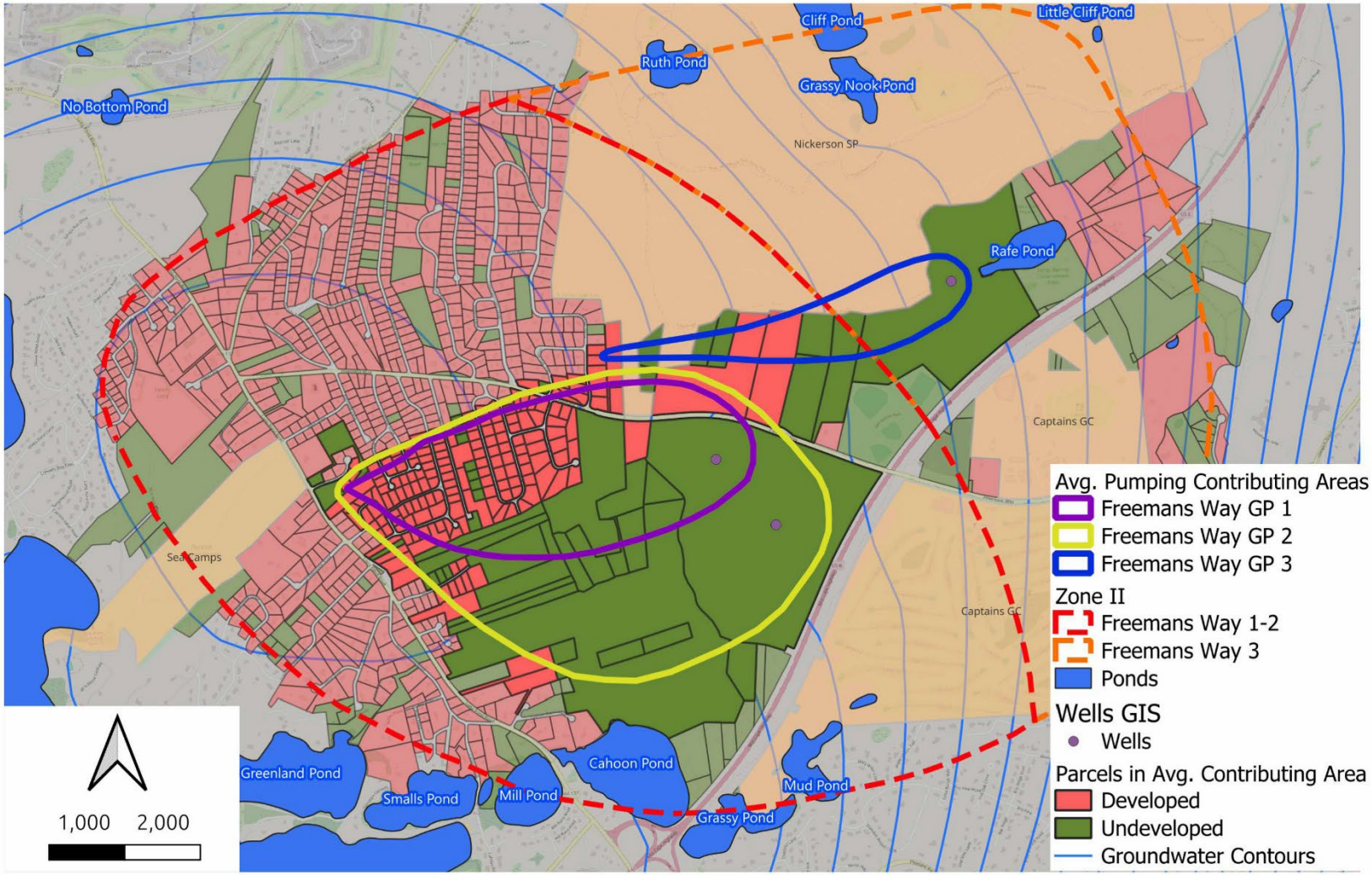

*Note: Capture areas were delineated using steady-state conditions with continuous recharge and pumping at a fixed rate until equilibrium was established.

IWRMP
Brewster, MA

Figure 9.
Average Contributing Areas to Freemans Way Wells

Date: 03/10/2026
Data Sources: Bureau of Geographic Information (MassGIS), ESRI *This map is for informational puposes and moy not be suitable for legal, engineering, or surveying purposes*

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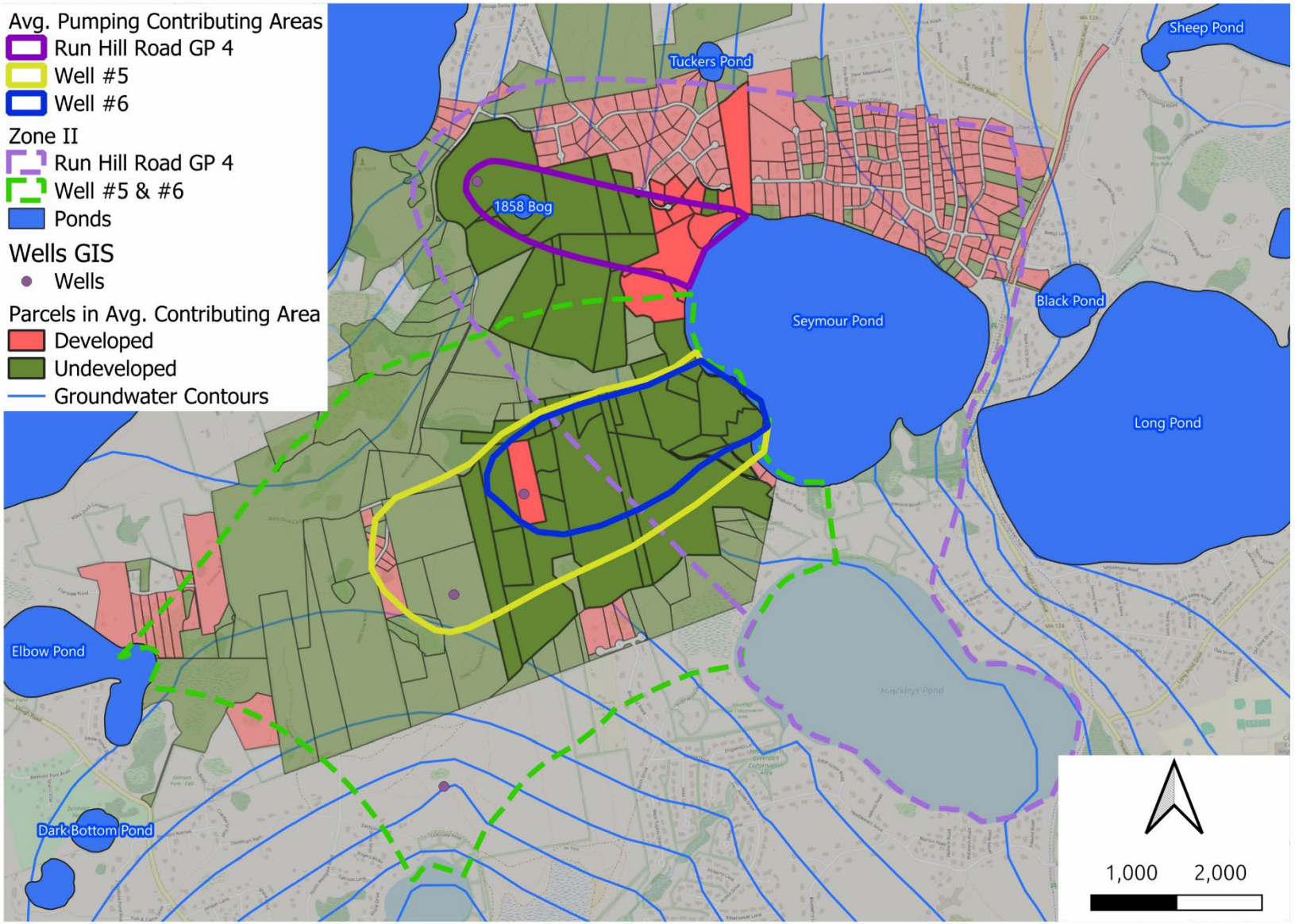

*Note: Capture areas were delineated using steady-state conditions with continuous recharge and pumping at a fixed rate until equilibrium was established.

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Brewster, MA

Figure 10.
Average Contributing Areas to Punkhorn Wells

Date: 03/06/2026
Data Sources: Bureau of Geographic Information (MassGIS), OpenStreetMap
This map is for informational puposes and moy not be suitable for legal, engineering, or surveying purposes.

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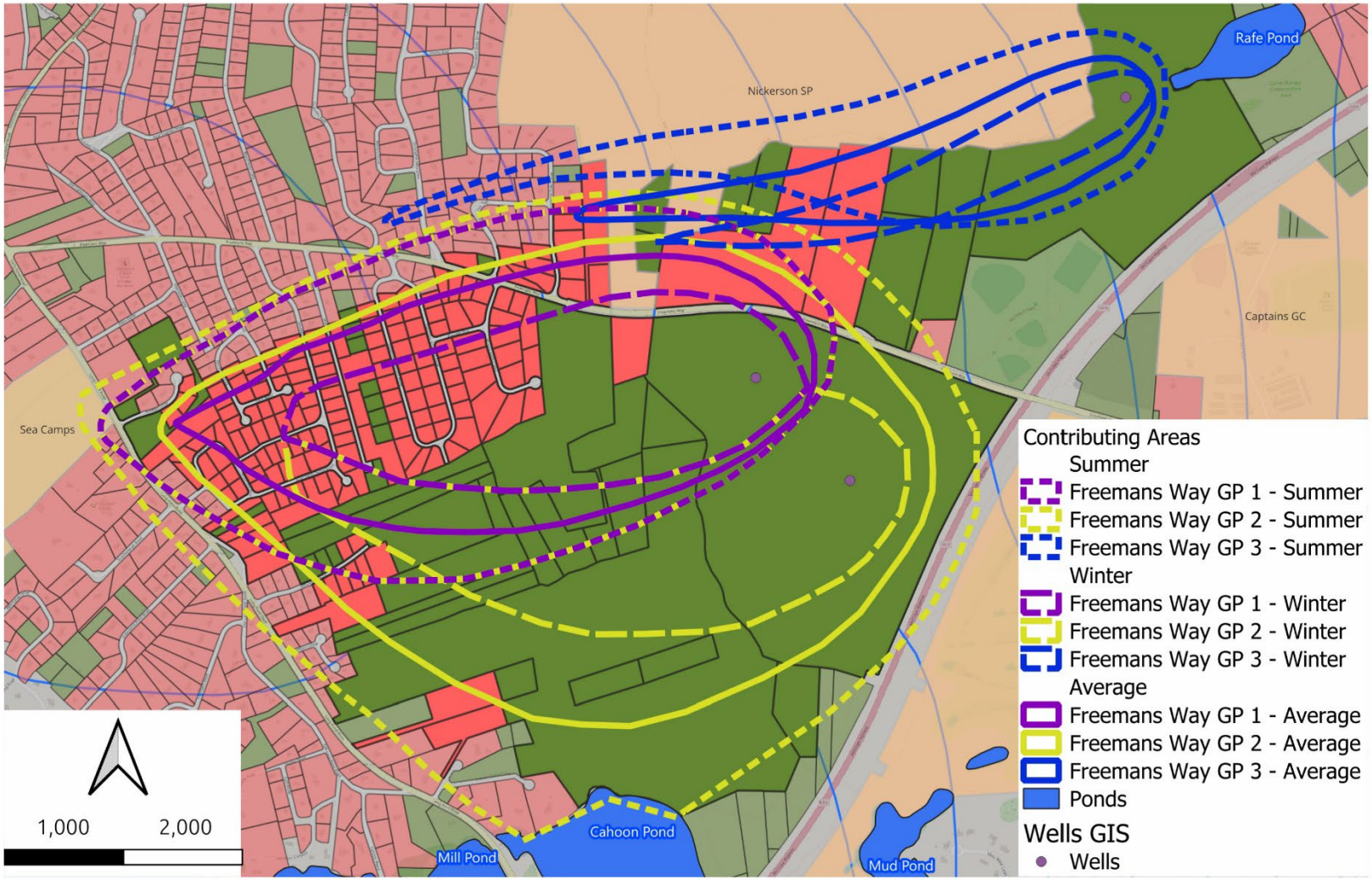

*Note: Capture areas were delineated using steady-state conditions with continuous recharge and pumping at a fixed rate until equilibrium was established. Summer capture areas are based on pumping data from May-September. Winter capture areas are based on pumping data from October-April.

IWRMP
Brewster, MA

Figure 11.
Contributing Areas To Freemans Way Wells Under Summer, Average and Winter Pumping Conditions

Date: 03/10/2026
Data Sources: Bureau of Geographic Information (MassGIS), ESRI *This map is for informational puposes and moy not be suitable for legal, engineering, or surveying purposes*

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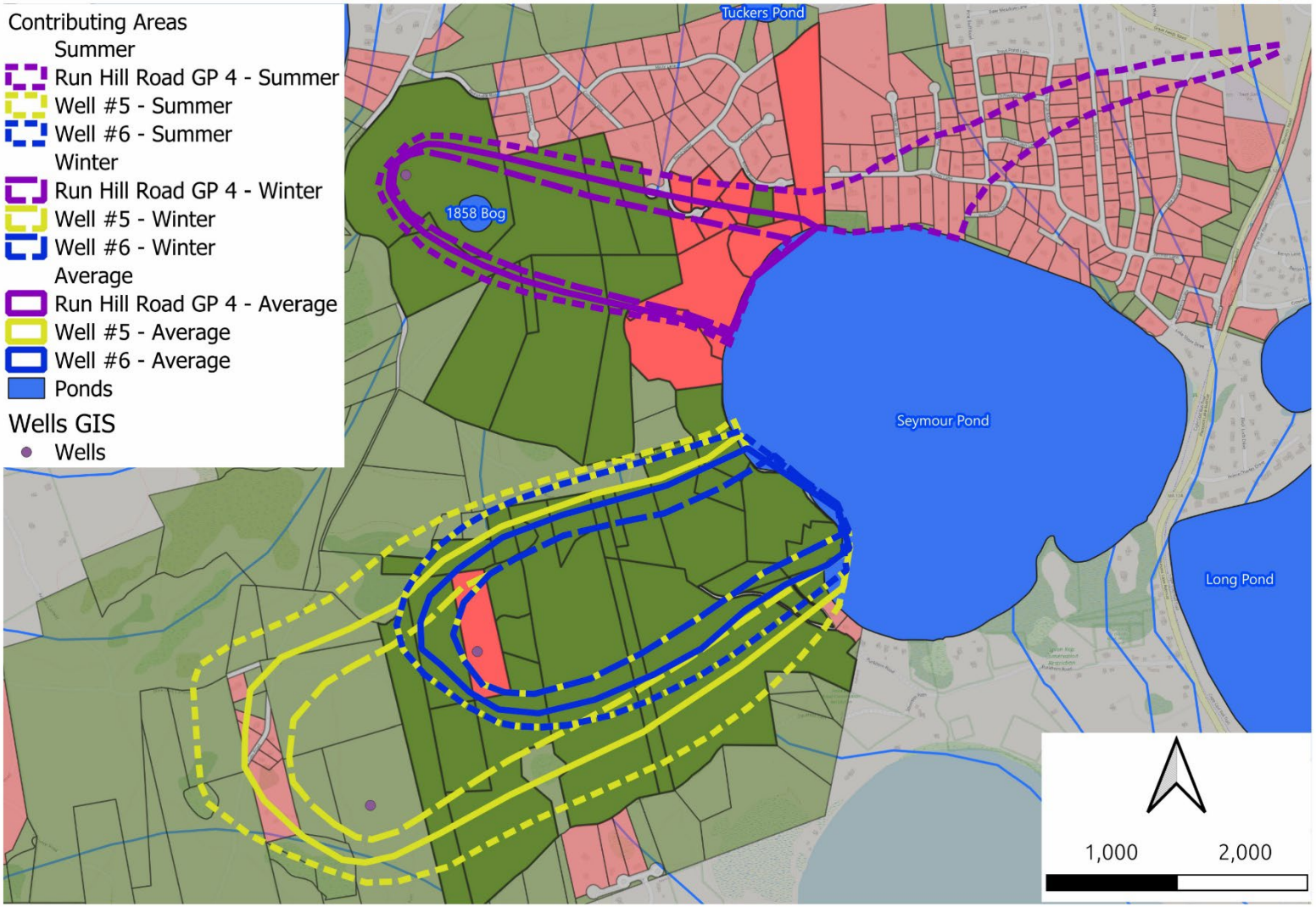


*Note: Capture areas were delineated using steady-state conditions with continuous recharge and pumping at a fixed rate until equilibrium was established. Summer capture areas are based on pumping data from May-September. Winter capture areas are based on pumping data from October-April.

IWRMP
Brewster, MA

Figure 12.
Contributing Areas To Punkhorn Wells Under Summer, Average and Winter Pumping Conditions

The pumping rates used for the potential future well in the Punkhorn area were based on the percentage difference in the Zone II, average, summer and winter pumping rates for the five other wells in Town, as there is no current data to use in developing these rates.

As shown in Figures 9 and 10, the Zone II areas to the Town's public supply wells are significantly larger than the land areas that contribute recharge to groundwater that flows to the wells under actual pumping conditions and under the long-term summer and winter pumping rates. The number of homes in the Zone II areas are also higher than what is in the actual pumping conditions zone of contribution (Table 10). A good example are the areas contributing water to the Freeman's Way Wells GP-1 and GP-2. The overall Zone II to these wells includes 831 homes. The capture area under average pumping conditions only includes a total of 165 homes, with most of them located in the capture area to well GP-1.

Water Quality Implications

HW calculated an estimated nitrogen load from the homes in the actual capture areas for each well. The estimated nitrogen load was then used to calculate a nitrogen concentration that was compared to the actual nitrogen concentration measured in the wells in 2023. The purpose was to evaluate if the nitrogen impact from the current development is already reflected in the water quality data for the wells. If the estimated nitrogen concentration is consistent with that measured in the wells, it affirms that the water quality in the well is reflective of the overall development in the average capture area. If the estimated concentration is higher, it suggests that the nitrogen concentrations in the wells could rise in the future, once the groundwater flow from more recently developed areas flows to the wells. This provides a good overview of the long-term water quality for the Town's wells both for nitrogen and for other potential contaminants discharged from septic systems.

The estimated nitrogen loads are based on the number of homes in each actual capture area assuming they each have three bedrooms with an average daily flow of 160 gallons per day and an estimated nitrogen concentration of 26.52 mg/L in the effluent discharged from the septic systems. This concentration is based on the data used in the MEP reports for coastal estuaries on Cape Cod. The MEP data for lawn fertilizers, and driveway runoff were also used in the calculations along with information for a horse farm partially within the average capture area to Freeman's Way Well #3. For the horse farm, it is assumed there are eight horses on the overall farm, but with only half the property in the capture area the nitrogen load from four horses is included in the analysis. These horses are assumed to have an overall nitrogen load to groundwater of 32.4 kg/horse/year and an assumption that 40% of the nitrogen leaches into groundwater (Ed Eichner, personal communication). The actual load for a horse farm depends in large part on how the manure is managed and if it is removed from the site or composted on

Table 2. Comparison of Land Use and Development between the Zone II Capture Area, and a Capture Area under Average Pumping Conditions for each Town Well

	Average Pumping Conditions				Official Zone II			
Well	**Area (acres)**	**Housing Units**	**Developed Parcels**	**Undeveloped Parcels**	**Area (acres)**	**Housing Units**	**Developed Parcels**	**Undeveloped Parcels**
4041000-01G Freemans Way GP 1	198.9	128	131	16	-	-	-	-
4041000-02G Freemans Way GP 2	218.4	37	38	20				
Freemans Way GP 1 and GP 2	417.3	165	169	36	1802.4	831	863	120
4041000-03G Freemans Way GP 3	64.8	2	3	8	867.8	9	28	35
4041000-04G Freemans Way GP4	54.9	10	10	12	886	200	201	54
4041000-06G Well #6	93.3	0	1	25	710.7	20	24	82

Note: The official Zone II for Freemans Way GP 2 includes Freemans Way GP 1.

site. The loading rate used in these calculations therefore may be conservative as it assumed the manure is kept on the property and the nitrogen will leach into the underlying aquifer.

Overall, the nitrogen concentration calculated for each actual capture area was close to the nitrogen concentration measured in each well in 2023 (Table 11, See Appendix A for calculations). The estimated nitrogen concentration for Freeman's Way Well GP-1 was slightly higher than the measured concentration. This could be because most of the developed land is at the outer edge of this capture area. The close proximity of Freeman's Way wells GP-1 and GP-2 means that the areas that contribute water pumped by the wells may vary if only one well is pumping compared to if both are pumping at the same time.

These calculations show that the nitrogen discharged from the homes in these actual capture areas is impacting the water collected by the public supply wells. It is unlikely that the nitrogen concentrations will increase in any significant way in the future if the level of development does not increase substantially. The extent of protected open space in these capture areas helps to ensure the long-term protection of the Town's public water supply wells.

Table 3. Nitrogen Load to Public Supply Wells Under Average Pumping Conditions

Well	Average Pumping Rate (gpd)	Average Capture Area Size (acres)	Number of Homes in Capture Area	Measured Nitrogen Concentration 2023 (mg/L)	Estimated Nitrogen Concentration (mg/L)
Freemans Way GP-1	419,628	207	128	0.23	1.28
Freemans Way GP-2	433,631	218	38	0.18	0.42
Freemans Way GP-3	128,993	65	3	0.85	0.61
Run Hill Rd GP-4	121,879	55	10	0.5	0.63
Punkhorn #6	238,777	93	1	0.31	0.18

These calculations are estimates, as no specific mapping was done on the exact size of each home or septic system or the size of lawns and road areas. The areas of the actual capture zones were based on the size of the MODFLOW modeling grid, so the size of the capture area and the number of homes is an estimate as well. However, the estimated nitrogen impact to the wells is less than what is measured in the wells, so it is appropriate to use this information to confirm the long-term water quality for the wells.

The Safe Drinking Water Act requires that every five years, the EPA issue a list of unregulated contaminants to be monitored by public water systems (PWSs). The fifth Unregulated Contaminant Monitoring Rule (UCMR 5) was published on December 27, 2021, and required some PWSs (all large systems, and a subset of the smaller systems) to collect samples for 30 chemical contaminants, including 29 PFAS and lithium, between 2023 and 2025 to assess their presence in drinking water. As mentioned above, sampling of the Town's drinking water supply wells in 2020 and 2021 showed no detection of any of the PFAS compounds, and no further sampling for these compounds has been required by MassDEP.

The complexities of PFAS chemicals result in technical challenges for treatment as well. PFAS treatment in drinking water is difficult because current technologies are costly, generate contaminated waste streams, and cannot remove the full range of PFAS compounds at ultra-low concentrations. PFAS chemicals resist natural degradation, requiring advanced treatment methods such as granular activated carbon (GAC), ion exchange resins, or high-pressure membranes such as reverse osmosis or nanofiltration (EPA, 2024). Each of these treatment methods results in a contaminated waste stream with potentially high PFAS concentrations, and/or in resins or membranes that must be regularly disposed of or replaced.

Summary of Brewster's Drinking Water Quality

Overall, the Town's public drinking water supplies are well protected by the extensive open space within each wellhead protection area. The impacts of development in these areas are small, and given the nitrogen loading assessment described above, there should be little change in the quality of the drinking water moving forward. The capacity of the five existing wells is sufficient to meet current water demands and likely to meet future demands under buildout conditions. This will be confirmed as part of the Water System Master Plan that will be developed in the next one to two years. The plan will also evaluate the need for any existing or long-term improvements to the drinking water facilities and distribution system.

Town of Brewster

2198 Main Street
BREWSTER, MASSACHUSETTS 02631

(508) 896-4506 – Fax (508) 896-8089
cwilliams@brewster-ma.gov

OFFICE OF:
COLETTE WILLIAMS MMC/CMMC
TOWN CLERK
JUSTICE OF THE PEACE

To Whom It May Concern:

This letter is to certify that at the Special Town Meeting, held Saturday, September 25th, 2021 and reconvening Sunday, September 26th, 2021, with a quorum being present the following article was adopted by a Moderator declared greater than 2/3 vote:

1:32pm

Article 1 - 500 W.H. Besse Cartway

To see if the Town will authorize the Select Board to acquire, by purchase, gift, and/or eminent domain, the parcel of land with the improvements thereon located at 500 W.H. Besse Cartway, Brewster, containing 66 acres, more or less, shown on Assessors Map 84 as Parcel 45, and described in a deed recorded with the Barnstable Registry of Deeds in Book 1388, Page 1185, for habitat protection, watershed protection, open space, conservation and passive recreation, active recreation, community housing, and/or general municipal purposes, and for the purpose of granting conservation easements and/or restrictions on such portions of the property that the Select Board may determine to provide for habitat protection, watershed protection, open space, conservation and passive recreation purposes, and to raise and appropriate, transfer from available funds, and/or borrow a sum to fund the foregoing acquisition and the payment of all costs incidental or related thereto; provided, however, that the appropriation authorized hereunder shall be contingent upon approval by the voters of a ballot question to exclude the amounts to pay for any bonds or notes authorized for this purpose from the provisions of Proposition 2½, so called, and to authorize the Select Board to convey the foregoing conservation easements and/or restrictions to charitable corporations or trusts whose purposes include conservation of land or water areas on such terms and conditions as the Select Board deems appropriate, and, further, to authorize the Select Board and/or its designee to apply for, accept and expend any state and/or federal grants and/or loans or other public or private funds that may be available for the foregoing purposes and to take any and all actions and execute any and all documents necessary or convenient to accomplish the foregoing purposes; or take any other action in relation thereto.

Motion made by Select Board Member Edward "Ned" Chatelain: That the Select Board is authorized to acquire, by purchase, gift, and/or eminent domain, the parcel of land with the improvements thereon located at 500 W.H. Besse Cartway, Brewster, containing 66 acres, more or less, shown on Assessors Map 84 as Parcel 45, and described in a deed recorded with the Barnstable Registry of Deeds in Book 1388, Page 1185, for habitat protection, watershed protection, open space, conservation and passive recreation, active recreation, community housing, and/or general municipal purposes, and for the purpose of granting conservation easements and/or restrictions on such portions of the property that the Select Board may determine to provide for habitat protection, watershed protection, open space, conservation and passive recreation purposes; that $6,000,000 is appropriated to pay costs of the foregoing acquisition, including the payment of all costs incidental or related thereto, and that to meet this appropriation, $250,000 shall be transferred from Water Enterprise Fund Retained Earnings, $1,750,000 shall be transferred from Free Cash, and the Treasurer, with the approval of the Select Board, is authorized to borrow $4,000,000 under and pursuant to G.L. c. 44, §7(1) or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor; provided, however, that the appropriation authorized hereunder shall be contingent upon approval by the voters of a ballot question to exclude the amounts to pay for any bonds or notes authorized for this purpose from the provisions of Proposition 2½, so called, and to authorize the Select Board to convey the foregoing conservation easements and/or restrictions to charitable corporations or trusts whose purposes include conservation of land or water areas on such terms and conditions as the Select Board deems appropriate, and, further, to authorize the Select Board and/or its designee to apply for, accept and expend any state and/or federal grants and/or loans or other public or private funds (including any additional amounts transferred from water system retained earnings) that may be available for the foregoing purposes, which amounts shall reduce the amount of the total borrowing authorized for this purpose, and to take any and all actions and execute any and all documents necessary or convenient to accomplish the foregoing purposes. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Amendment made by Brewster Voter Gary Kaser: I move to amend the main motion by adding the following language after the words "general municipal purposes": "provided, however, that said parcel shall not be used for community housing, and/or general municipal purposes absent further approval by vote of Town Meeting."

Brewster Voter Peter Norton: I move the previous question.

ACTION On Motion to move the previous question. Adopted. Voter Cards.

ACTION on Amendment by Gary Kaser: Defeated. Voter Cards.

Brewster Voter Diane Conrad: I move the previous question.

ACTION on motion to move the previous question. Adopted. Voter Cards.

ACTION on Main Motion presented by Edward "Ned" Chatelain: Adopted by a Moderator declared greater than 2/3 vote. Voter Cards.

A True Copy Attest:

Colette M. Williams, MMC/CMMC
Town Clerk
Brewster, MA

Town of Brewster

2198 Main Street
BREWSTER, MASSACHUSETTS 02631

(508) 896-4506 – Fax (508) 896-8089
cwilliams@brewster-ma.gov

OFFICE OF:
COLETTE WILLIAMS MMC/CMMC
TOWN CLERK

To Whom It May Concern:

This letter is to certify that at the Annual Town Meeting, held Saturday, May 11th, 2024, with a quorum being present, the following article was adopted by a majority vote:

3:22pm

SEA CAMPS COMPREHENSIVE PLAN: POND PROPERTY (500 W.H. BESSE CARTWAY)

ARTICLE NO. 19: To see if the Town will vote to accept the comprehensive plan for the Pond Property previously owned by the Cape Cod Sea Camps located at 500 W.B. Besse Cartway, or to take any other action relative thereto.

(Select Board) (Majority Vote Required)

MOTION presented by Select Board Member Cynthia Bingham: I move to approve Article 19 as printed in the warrant.

MOTION presented by Citizen Ed Wanamaker: I move to postpone indefinitely consideration Article No. 19.

ACTION on Ed Wanamaker's Motion: Defeated by a majority. Voter Cards.

MOTION made by Becky Fischer to "move the previous question" to indefinitely postpone made by Ed Wanamaker.

ACTION on Becky Fischer's Motion: Adopted by a unanimous vote. Voter cards.

Discussion resumed on the main motion presented by Cynthia Bingham.

MOTION made by Citizen Tim Hackert to "Move the previous question": Adopted by a Moderator declared 2/3 vote. Voter Cards.

ACTION on Main Motion: Adopted by a majority. Voter cards.

Sincerely,

Colette M. Williams
MMC/CMMC
Town Clerk
Brewster, MA

Town of Brewster

2198 Main Street
Brewster, MA 02631-1898
Phone: (508) 896-3701
townmanager@brewster-ma.gov

Office of:

Select Board
Town Manager

MEMORANDUM

TO: Select Board
FROM: Peter Lombardi, Town Manager & Donna Kalinick, Asst Town Manager
RE: Sea Camps Pond Property – Housing & Wastewater Summary Background Information & Key Points
DATE: January 2, 2026

The Select Board has discussed housing and wastewater on the Sea Camps Pond Property at length over the past several years. Your December 15 meeting packet included copious data and information to help inform your discussion on this topic. To further assist the Board in your decision-making processes on this complicated policy matter, we offer the following synopsis and key points for your consideration:

General Background

- In May 2024, after almost 2 years of community engagement, Comprehensive Plans were developed for both Sea Camps properties and presented to Town Meeting. The Pond Property Plan included 56 acres of conservation land, including walking trails and a public beach. The other 10 acres were designated for housing and wastewater. Town Meeting approved this plan.
- The Town of Brewster contributed $3.5 million to the purchase of the Sea Camps Pond Property. The (now) 60 acres of open space has been put under a Conservation Restriction which will be held by the Brewster Conservation Trust and MA Audubon. These entities have agreed to collectively contribute $2.5M toward the $6M cost of acquiring this property. BCT has also pledged $480k in supplemental funds to help cover the costs of ecological improvements to the Pond Property reflected in the Comprehensive Plan and recently revised Phasing and Financing Plan. Over the past year and a half, the Select Board has approved and executed gift agreements with these entities outlining the details of these partnerships, including as recently as December 2025.
- The Town secured state grant funding in FY25 to advance development of our Herring River Watershed permit, covering an area in South Brewster which includes the Pond Property. As part of this planning effort, the Town also commissioned a detailed analysis of wastewater solutions designed to specifically address the potential for additional housing units on this site. The draft watershed permit and related wastewater study were presented to and discussed

with the Select Board, Sea Camps Advisory Committee, and Water Resource Task Force in July 2025.

- At the request of the Select Board earlier this year, the Affordable Housing Trust (AHT) prepared Land Development Guidelines to provide a clear understanding of the steps that are taken by the AHT in developing housing on Town-owned land. These materials were presented to and discussed with the Select Board in August 2025.

Housing

- The 44 potential new housing units shown in Town presentation materials for the Pond Property as we worked through the Comprehensive Planning process were purely illustrative and meant to show the maximum number of units that would be considered on this site. The Town has not yet decided anything about whether and how housing would be developed at this location in terms of the number of units/bedrooms, composition (rental or home ownership), etc. That is what the feasibility study would accomplish. The feasibility process may find that housing is not, in fact, feasible at this location. The value of conducting a feasibility study is to provide an inclusive process and help make informed decisions.

- There are 15 steps included in Land Development Guidelines, each of which takes months or years to complete. The findings and feedback from the first 8 steps are due diligence that inform Select Board decisions on whether to issue a Request for Proposals to solicit proposals to developers to move forward with building housing at a particular location.

- In developing new housing, it is common practice to set aside conservation land as an offset to meet the goals of both housing and conservation. In this case, 60 acres, or more than 85% of the property, would be offsetting potential housing on site, which exceeds the Town's own rigorous Natural Resource Protection District's zoning bylaw standards for open space requirements for residential development in Zone 2 (requiring 65-80% of any such developments to be conserved).

Wastewater

- According to the Town's draft Watershed Permit for the Herring River, we are required to reduce our total nitrogen contributions to this watershed by 145 kg/year in the next 20 years. If the Town were to advance construction of up to 44 units of new housing on this site, it would generate up to 9 kg/year of new nitrogen to this watershed. This 145 kg/year calculation includes both new housing units on the Pond Property and the most conservative calculation for new development elsewhere in the watershed. In November 2025, Town Meeting approved $300,000 in funding from the Town's Water Quality Stabilization Fund to purchase a conservation restriction on a former cranberry bog in Harwich. By doing so, the Town has already exceeded our nitrogen

reduction requirements for the entire watershed by an additional 40 kg/year, even after accounting for any new housing on the Pond Property, before our state permit is finalized.

- The Summer 2025 Fuss & O'Neill wastewater report outlines 6 different wastewater treatment solutions for 88 bedrooms of housing on the Pond Property, ranging from a shared/cluster Innovative/Alternative system to a more traditional wastewater treatment facility. It also examined onsite treatment versus treating it outside of the state's Zone 2 designation. Each system would treat new housing units on the Pond Property and connect to some existing adjacent residential properties that currently have traditional Title 5 septic systems, with a stated goal of overall improvement to groundwater quality.
- There are over 900 residential homes in the Zone 2 where this 10 acre portion of the Pond Property is located, including the following affordable housing developments: Belmont Park/Sean Circle, Sunny Pines, and White Rock Common.

<u>Funding</u>

- In general, new affordable housing typically takes about 5-10 years to fully complete based on its complexity. Seeking and securing funding for affordable housing development usually occurs about 3 to 5 years after the feasibility study. The Town provided $1.5M in local funds to support the Spring Rock Village to support 45 units of new affordable housing community off Millstone Road. This amount was split between Community Preservation Act funds ($500k) and Affordable Housing Trust funds ($1M). All CPA funding requests require Town Meeting approval. AHT appropriations over $250k require Select Board approval. For planning purposes, the Town's 5-Year Capital Improvement Program and AHT 5-Year Financial Plan contemplate that local funding for housing on this site would be similarly split between CPA ($500k) and AHT ($1M). Town Meeting could be asked to consider funding requests related to potential housing development on this site at an earlier stage in the planning process as well.
- The Fuss & O'Neill report evaluated the efficacy of various technologies and developed opinions of probable cost for each of the 6 wastewater options, which ranged from approximately $4M to $10M (based on the addition of 88 new bedrooms on this site). The developer would be responsible for covering their portion of the costs of any such system and our understanding is that the Town could secure State Revolving Fund financing and potentially a 25% subsidy from the Cape Cod and Islands Water Protection Fund toward the balance of the costs of constructing this wastewater treatment infrastructure. We also expect that Town Meeting would have an opportunity to vote on any necessary local appropriations (including for planning/design), and/or any legal or regulatory framework necessary to advance wastewater on the site (such as a septic/sewer betterment to connect nearby homes).

Process

- If the Select Board were to task the Affordable Housing Trust with taking next steps in considering housing for this site, the Select Board would retain care, custody, and control of the 10 acres. Here again, Spring Rock Village serves as a relevant recent example. There, the Select Board was the entity that approved and issued the Request for Proposals (RFP), entered a Land Development Agreement, signed the Local Initiative Program application, approved AHT funding, and entered a long-term lease. In that instance, the AHT was directed by the Select Board to work on a feasibility study, RFP process, community engagement, and funding scenarios. It is expected that a similar approach would be taken for the Pond Property, although the Board could be more actively engaged and/or require regular status updates from the AHT. The Select Board could also narrowly task the AHT with working through the feasibility study and reporting back to the Select Board before next steps are decided. In addition, the Select Board could seek input from other relevant Town boards and committees as part of the early due diligence work. In general, the Select Board can shape the process by which decisions about housing and wastewater on this property are made.
- The AHT has historically secured technical assistance for affordable housing feasibility studies from Mass Housing Partnership. This program was recently restructured as a forgivable loan of up to $35k if the Town proceeds with a project within 5 years of completion of the study. An integral part of the Town's approach to housing feasibility has included engaging our residents in discussion about any potential housing and taking their feedback into account. The Select Board could explicitly require that the AHT take a similar approach with this property. Based on previous similar processes, we expect a feasibility study would take about a year to complete. Any relevant Integrated Water Resource Management Planning and/or Land Evaluation Committee activities could be completed in parallel during this time frame.
- The Water Resource Task Force could also be tasked with assisting in further assessment of wastewater treatment solutions in tandem with any consideration of housing on this site once more information about the potential number of units and overall composition of any housing on this site is available. Since the Fuss & O'Neill study focused its analysis on the highest potential number of new housing units on the Pond Property, additional evaluation of scaled down wastewater solutions may be needed if the Town is actively considering a smaller number of units on site.

This information is largely gleaned from the following supporting materials from your December 15 meeting:

- Comprehensive Plan (Map) Adopted by Town Meeting in May 2024
- Pond Property Survey (October 2025) – documenting that the property is actually 70 acres (not 66 as originally thought), and reflecting that 60 acres will be held under a conservation restriction (not the 56 that was originally agreed to)
- Pond Property Discovery Analysis (March 2023) prepared by Reed Hilderbrand and their consulting team – including property history, context, topography and hydrology, ecology, circulation, open space, landscape character, opportunities and constraints, utilities, and building inventory & analysis
- Pond Property Natural Resources Inventory (March 2023) prepared by LEC Environmental Consultants in coordination with Reed Hilderbrand – including existing conditions, soils & topography, habitat, wildlife, and wetlands regulatory implications
- Housing & Wastewater Treatment Analysis (January 2024) prepared by Reed Hilderbrand – including various illustrative examples of potential housing on the 10 acres adjacent to Rt 137
- Land Development Guidelines (August 2025) from Brewster Affordable Housing Trust – including detailed step-by-step approach used by BAHT to build housing on Town-owned land (Spring Rock Village on Millstone Road as recent example) and data on Town affordable housing projects & their funding sources/amounts
- Mass Housing Partnership Housing Opportunity on Public Land Program – technical assistance available to communities to help early stage planning for affordable housing that Brewster has utilized in recent projects
- Draft Herring River Watershed Plan (June 2025) prepared by Horsley Witten, Brewster's long-time water planning consultant – including nitrogen management options for entire watershed and specific to Sea Camps Pond Property
- Presentation on Herring River Watershed Plan (July 2025) prepared by Horsley Witten
- Pond Property Wastewater Feasibility Analysis (July 2025) prepared by Fuss & O'Neill – including site review, subsurface sewage disposal system evaluation, decentralized treatment system evaluation, sewage collection system evaluation, and budgetary cost summary
- Presentation on Pond Property Wastewater Feasibility Analysis (July 2025) prepared by Fuss & O'Neill
- Hydrogeological Analysis of Pond Property (April 2022) prepared by Thomas Cambareri for Brewster Conservation Trust
- Ecosystem Services Assessment of Pond Property (December 2021) prepared by Mass Audubon
- Brewster Ponds Coalition Letter Opposing Funding for Housing on Pond Property (December 2025)
- Brewster Ponds Coalition Joint Resolution Regarding the Development of the Long Pond Property (September 2024)

Supplemental materials for your January 5 meeting include:

- Spring Rock Village (Millstone Road Affordable Housing) Feasibility Study (July 2019)
- Spring Rock Village Watershed Study (January 2021)
- Brewster Conservation Trust Correspondence to the Town regarding Pond Property, including Gift Agreements (June 2021-present)
- Correspondence from various Town residents and local organizations to Select Board members and/or the Town Manager's Office
- Public Drinking Water Supply Section from Draft Integrated Water Resource Management Plan Update (December 2025) – see agenda item #14

Town of Brewster Sea Camps Pond Parcel Discovery Analysis

March 29, 2023

REED HILDERBRAND WXY vhb LEC

These places were part of the ancestral homelands of the Aquinnah Wampanoag and the Mashpee Wampanoag peoples for thousands of years prior to European occupation. The Wampanoag tribes sustainably managed and cared for the Cape's coastal and pond ecosystems which in turn sustained them.

HISTORY

WAMPANOAG LANDS

10,000+ YEARS

Present-day Route 6A was an ancient Native foot path.

1653

Thomas Prence and William Bradford, on behalf of Plymouth and its partners, purchase most of present-day Brewster from Sachems Wano and his son Sachemas. Brewster was first settled as a northeastern parish of the town of Harwich.

Following European settlement it is unknown what the sites were used for. However, much of Cape Cod was cleared for lumber and the resulting clearings were used for sheep pasture.

1803

Brewster was incorporated as a municipality.

1912

The main house is built.

POND PARCEL

Historical analysis suggests a small cranberry bog operated on the Pond Parcel using Long Pond as a source of irrigation from late 1800s to the 1960s.

1922

The Delahanty and Dodd families founded a boy's camp called Camp Monomoy located on a six-acre property in West Harwich.

BAY PARCEL

1925

Camp Monomoy moved to Brewster to an area that is now part of Nickerson State Park.

1938

The Delahanty family opened Camp Wono, a girls' overnight camp, on the Bay Parcel. Most of the cabins are built in the 1940s.

1965

A day camp was added.

1967

The Pond Parcel was purchased and incorporated into Camp Wono.

1975

Camp Monomoy and Camp Wono are merged into one co-ed camp.

1977

An access road is built off of Route 137.

2006-2008

The Boathouse and Arts Building are built.

2020

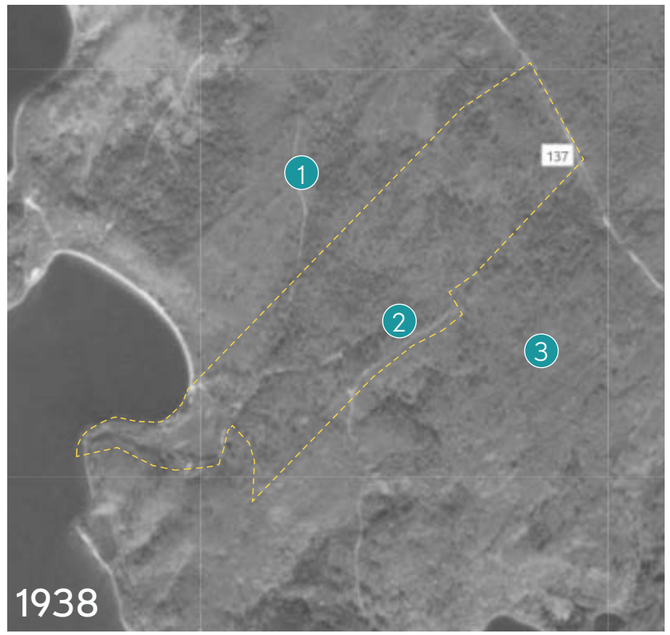
The Cape Cod Sea Camps ceased operations and were listed for sale.

2021

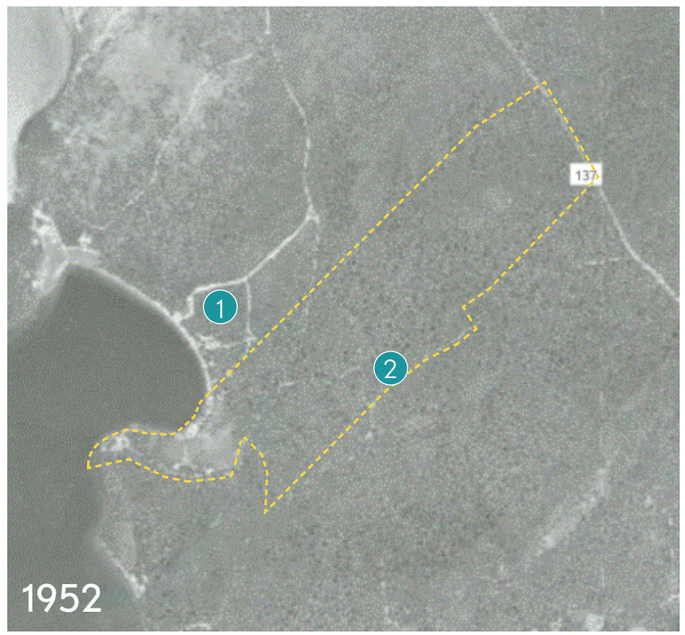
Brewster residents vote for the town to acquire the two parcels.

HISTORIC SITE EVOLUTION

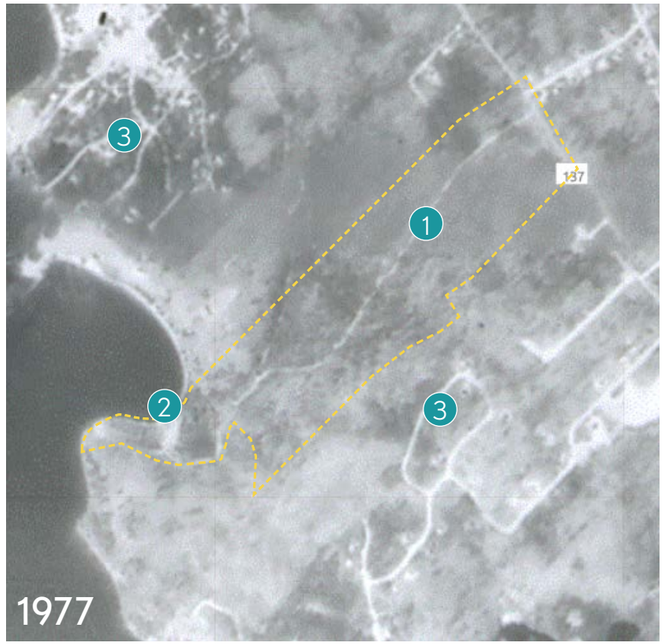
Long Pond Parcel



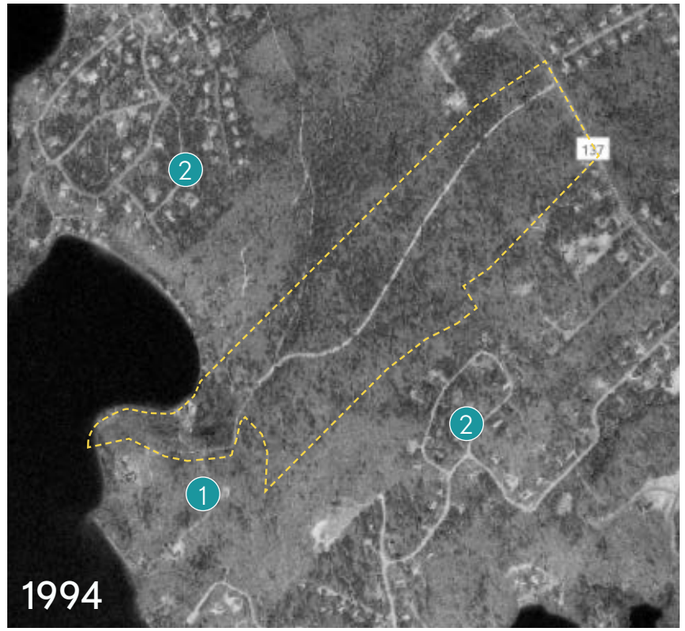
1. The only road access to the parcel is via Besse Cartway, not directly off of Route 137.
2. A road exists along the central-southern edge of the parcel.
3. The parcel is surrounded by contiguous woodland.



1. Roadways are added northwest of the parcel off of Besse Cartway.
2. The road along the central-southern edge of the parcel has been reforested.



1. The access road off of Route 137 is added for use by the Sea Camps.
2. Vegetation around the pond beach area is removed, creating a larger clearing. Small cabins and boat storage are built by the pond clearings.
3. Roadways to neighboring residential areas are developed.



1. At the southwest area of the site, residential houses are built south of the property line and accessed through Besse Cartway.
2. Neighboring residential areas become denser.

CONTEXT

Set Within an Open Space Network

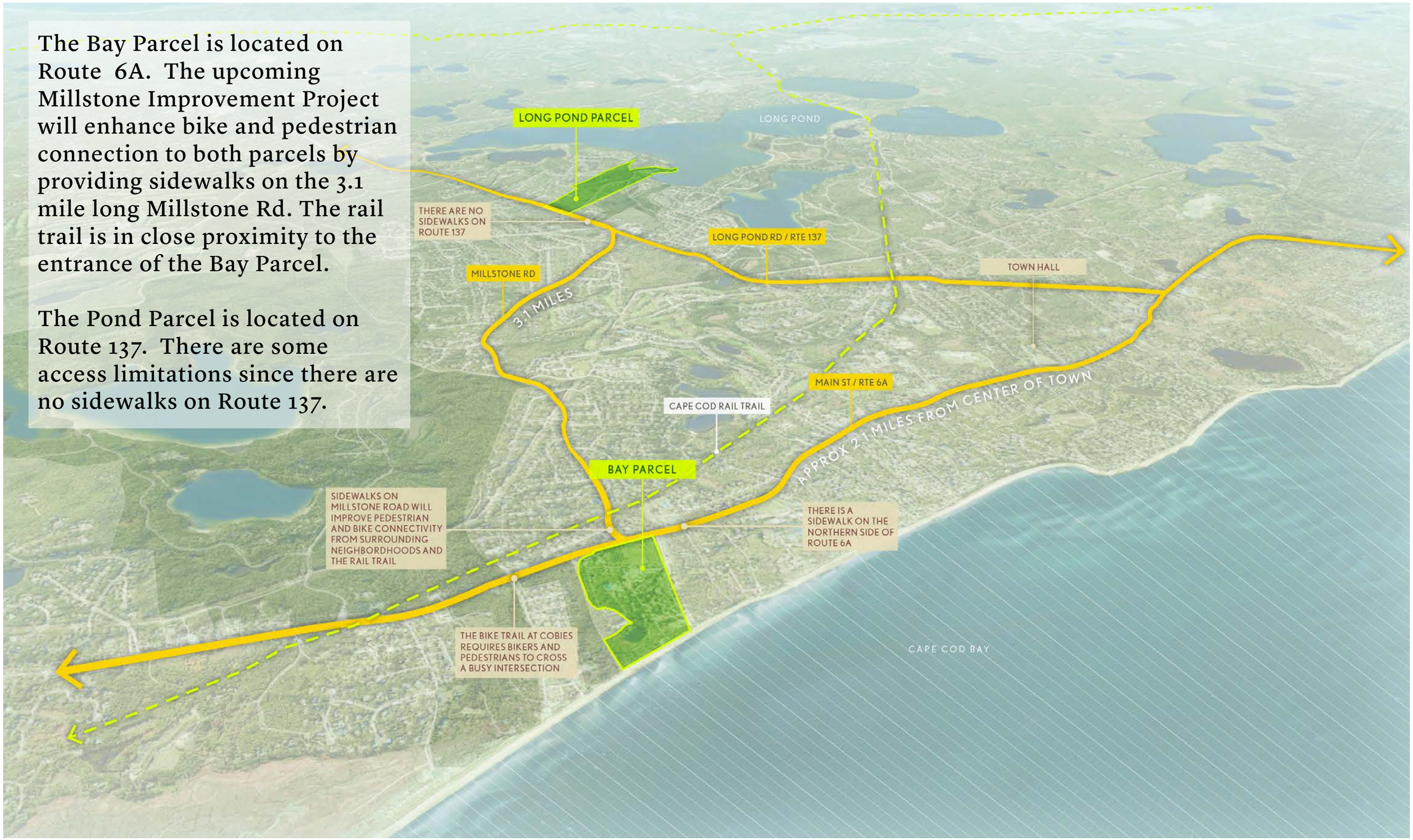
The Bay and Pond Parcels have the potential to contribute to Brewster's vibrant network of open spaces and leverage connections to adjacent conserved areas including Spruce Hill and the Long Pond Woodlands.

CONTEXT

Access

The Bay Parcel is located on Route 6A. The upcoming Millstone Improvement Project will enhance bike and pedestrian connection to both parcels by providing sidewalks on the 3.1 mile long Millstone Rd. The rail trail is in close proximity to the entrance of the Bay Parcel.

The Pond Parcel is located on Route 137. There are some access limitations since there are no sidewalks on Route 137.



CONTEXT

Relationship to Town Amenities

Both parcels present opportunities to expand Brewster's town amenities by providing space for new activities and the potential relocation of existing amenities in need of upgrading.

KEY QUESTIONS GUIDING OUR SITE ANALYSIS

1. How will program, access and parking needs be balanced with conservation goals, environmental regulations, and topographic challenges?

2. What area or areas are best suited to meet the majority (at least 50%) conservation restriction?

3. Where may there be opportunities for building on site (housing, parking, municipal uses, active recreation, or other)? What is the process for evaluating building in the Zone 2 area?

4. If housing is a desired use, what density would be appropriate and how will that density be determined by the Town?

TOPOGRAPHY AND HYDROLOGY

Elevation

The pond parcel's dramatic topography, descending over 75 feet from a high point at Route 137 to a low point at the pond beach, is characterized by steep slopes on both sides of the road and a distinct upland wooded zone with sunken kettle landforms throughout.

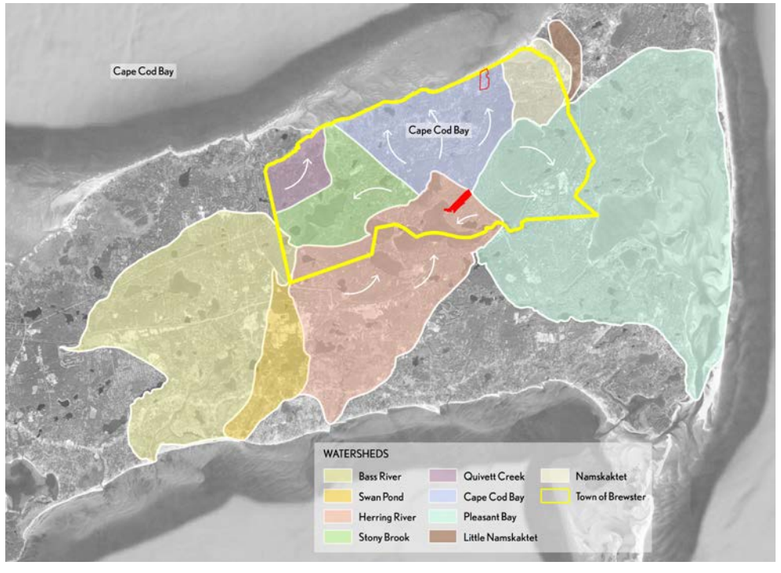
SLOPED ACCESS OFF OF DRIVEWAY

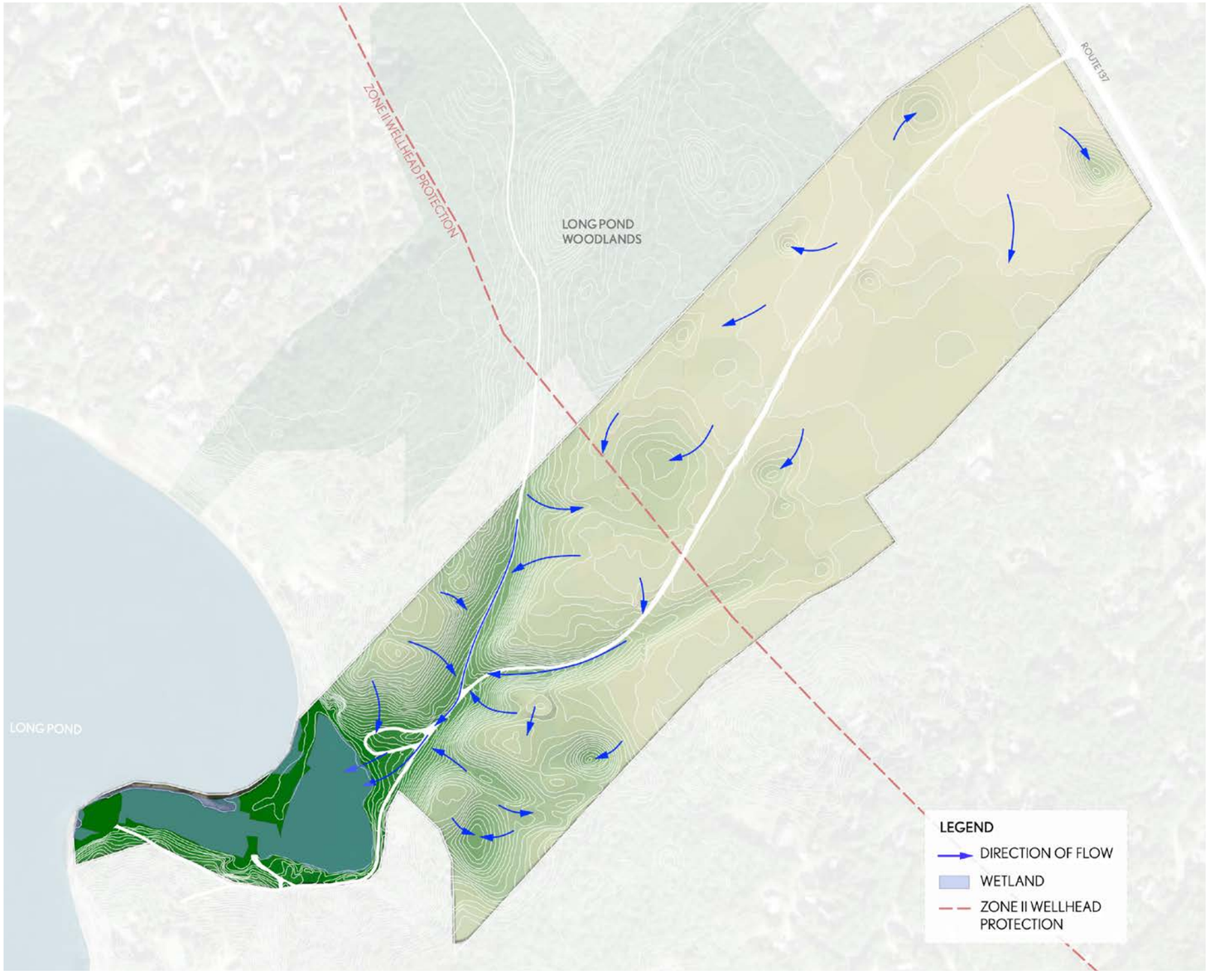
CHARACTER OF ROADS SURROUNDED BY UPLAND WOODS

TOPOGRAPHY AND HYDROLOGY

Hydrology

The Pond Parcel is situated in the Herring River watershed. Localized water primarily flows from Route 137 towards the Pond. Because the roads are sunken, water flows from the surrounding steep slopes of the upland areas into the existing roads. The pond edge is characterized by wetlands and existing cranberry bogs.





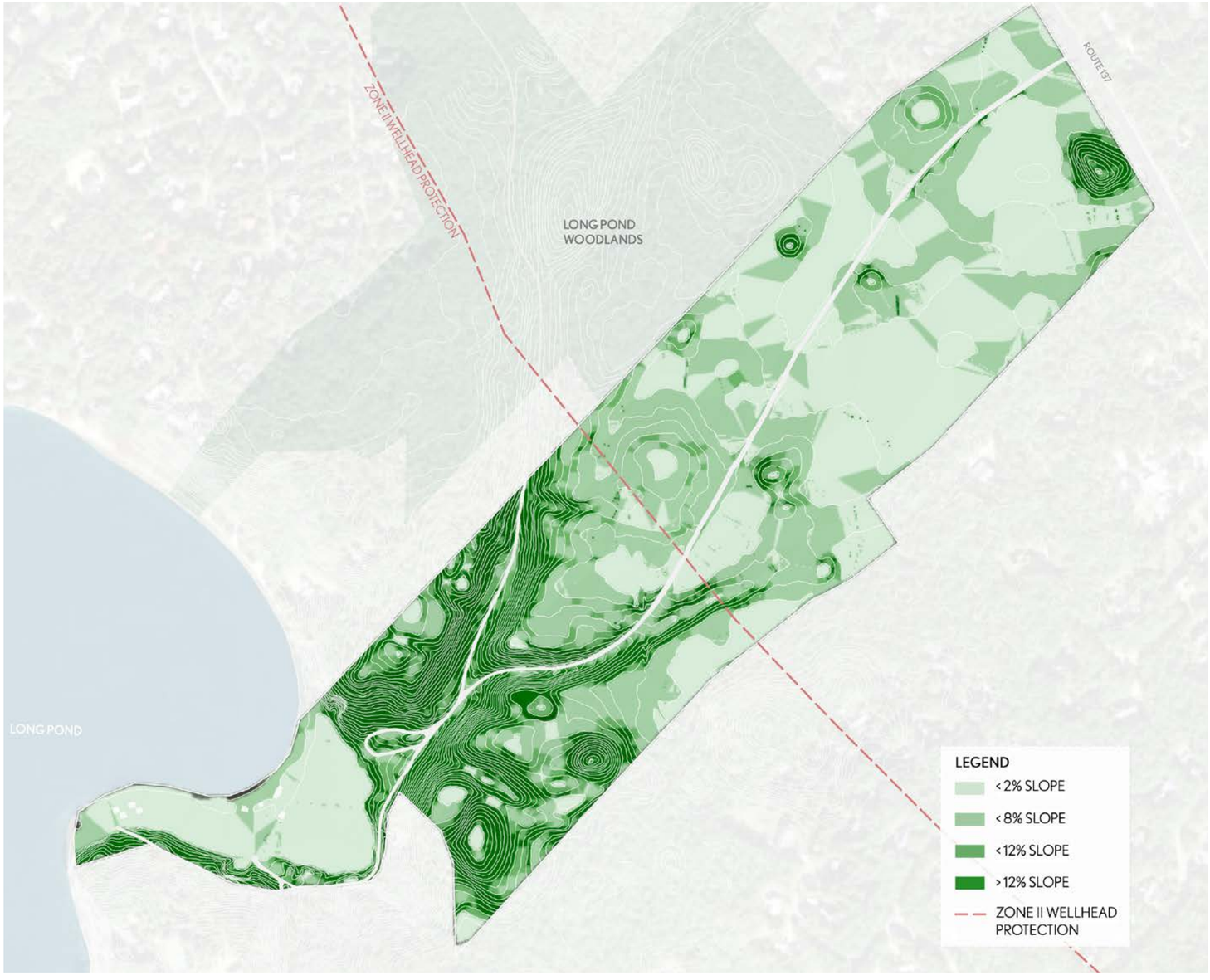
TOPOGRAPHY AND HYDROLOGY

Slope

The wetlands and open grassy areas by the pond are surrounded by steep slopes. Steep slopes also characterize the middle portion of the parcel while area under 2% slope is located closer to Route 137.

OPEN AREA BY POND SURROUNDED BY UPLAND FOREST

SLOPED TOPOGRAPHY

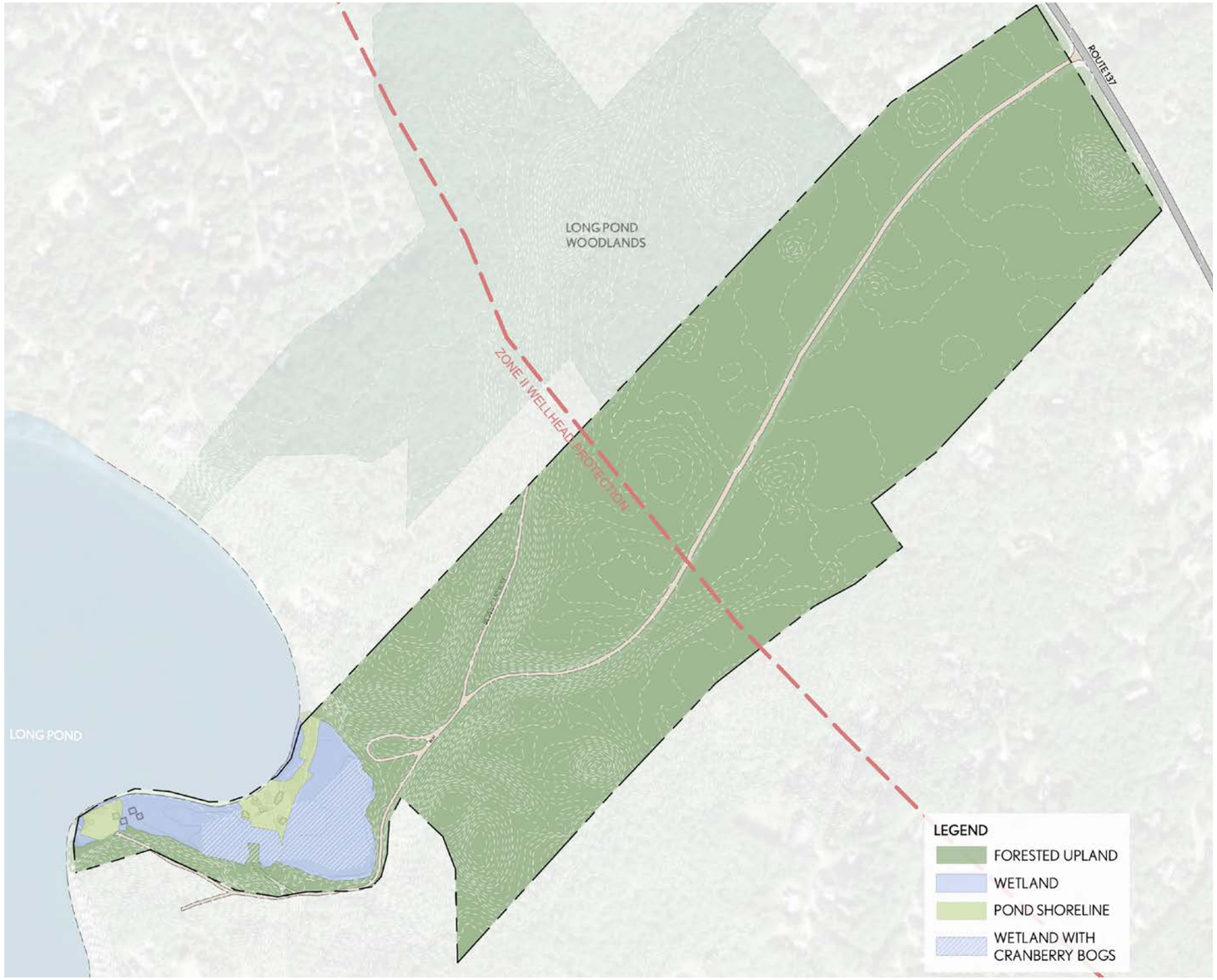


ECOLOGY
Plant communities

The parcel is composed of upland woodland, wetlands and pond shoreline.

UPLAND WOODLAND

WETLAND AND POND



ECOLOGY
Wildlife

Vernal pool habitat may be present within the interior of the wetland providing important habitat for many vertebrate and invertebrate species.

Long Pond provides habitat for a multitude of waterfowl, including migrant and wintering waterfowl.

The property is located within the Brewster Ponds and Woodlands Important Bird Area. MassAudubon surveys indicate significant breeding populations of five regional high conservation priority species, and the presence of the Northern Parula, a state threatened species.


White-tailed deer


Big Brown Bat


Gray squirrel


Eastern chipmunk


Northern Parula


Eastern towhee


Black-capped chickadee


Chipping sparrow


Song sparrow


Red-bellied woodpecker


Eastern red-backed salamander


American toad


Smallmouth Bass


Largemouth Bass


Yellow Perch


Pumpkinseed

ECOLOGY

Recommendations

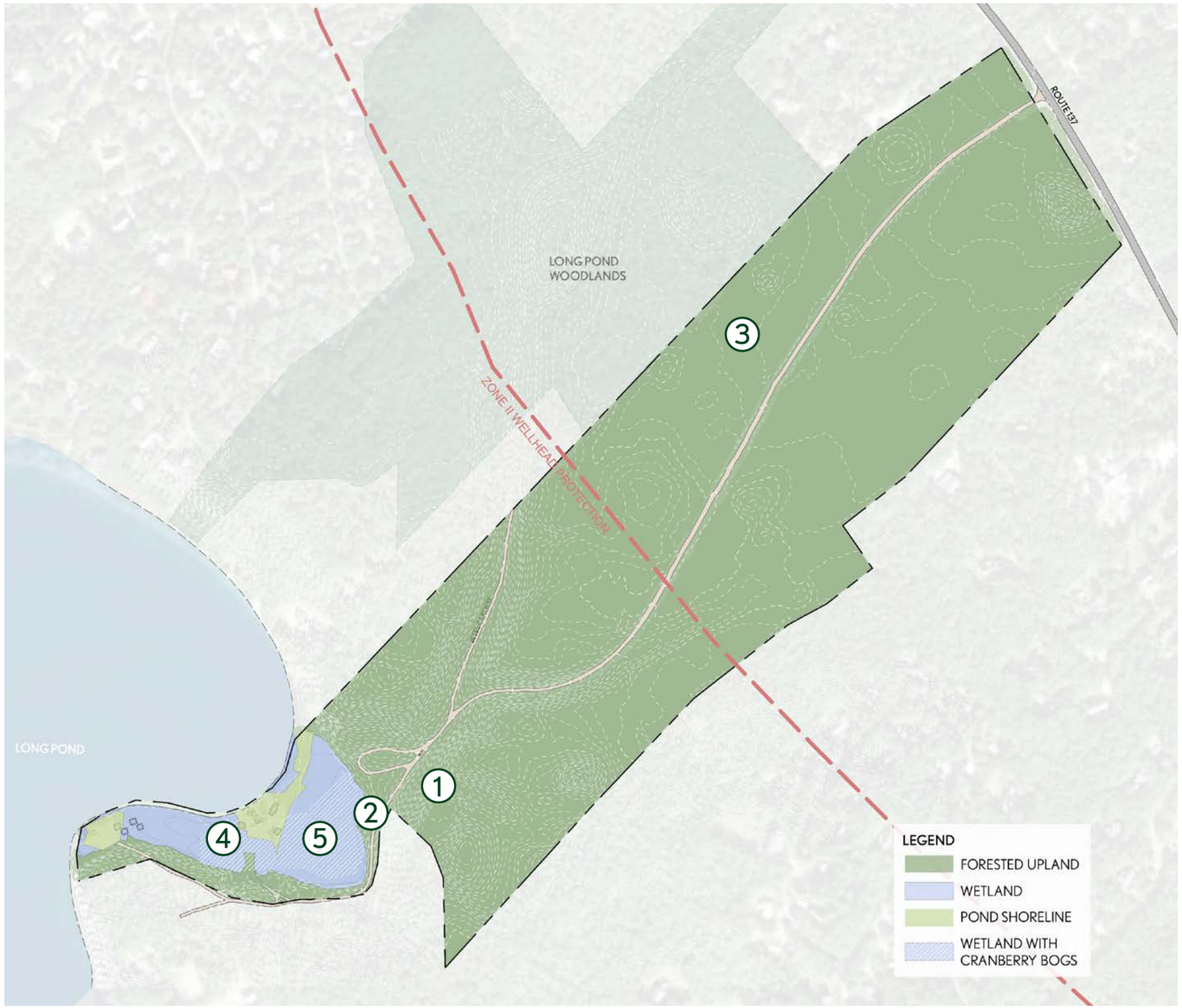
① Address the erosion/sedimentation along sections of Besse Cartway into the adjacent border vegetated wetland. This may involve remediation measures to collect runoff and slope stabilization; additional analysis is warranted on what measures can be implemented.

② Peform a Vernal Pool Assessment(s) within the abandoned cranberry bog in spring (March-April) to provide baseline information.

③ Protect contiguous forest.

④ Protect wetland ecosystems and critical habitat areas.

⑤ Verify wetland resources and buffer zones through regulatory filing with the Brewster Conservation Commission.

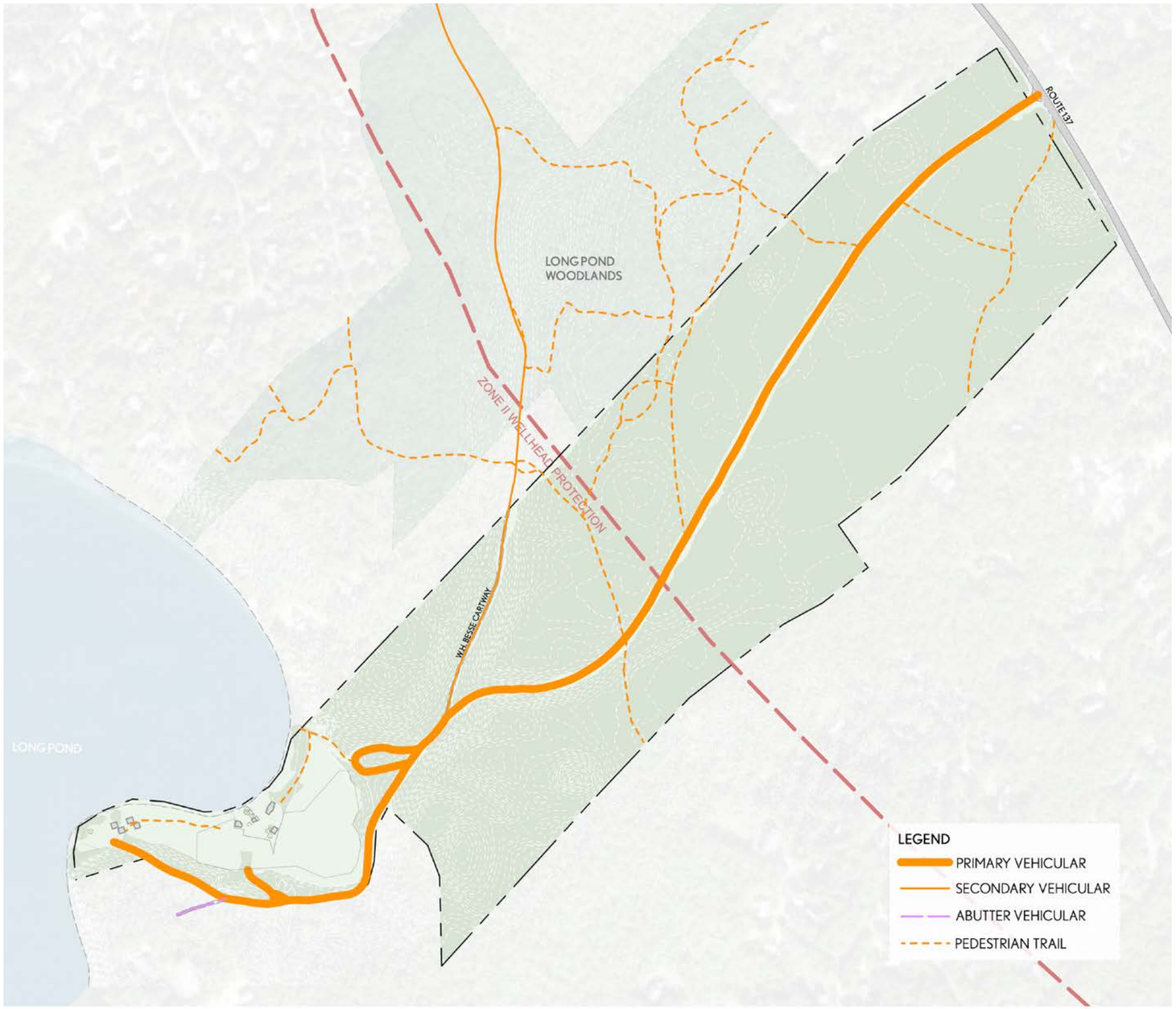


CIRCULATION

Vehicular and pedestrian circulation in the pond parcel is limited. Roads are narrow, steep and rugged. Historically, Besse Cartway was used to access the site before the driveway access was added. The site roads are used for abutter access to private properties by Long Pond and access via Besse Cartway circulates through a residential neighborhood. Walking trails tie into the Long Pond Woodlands.

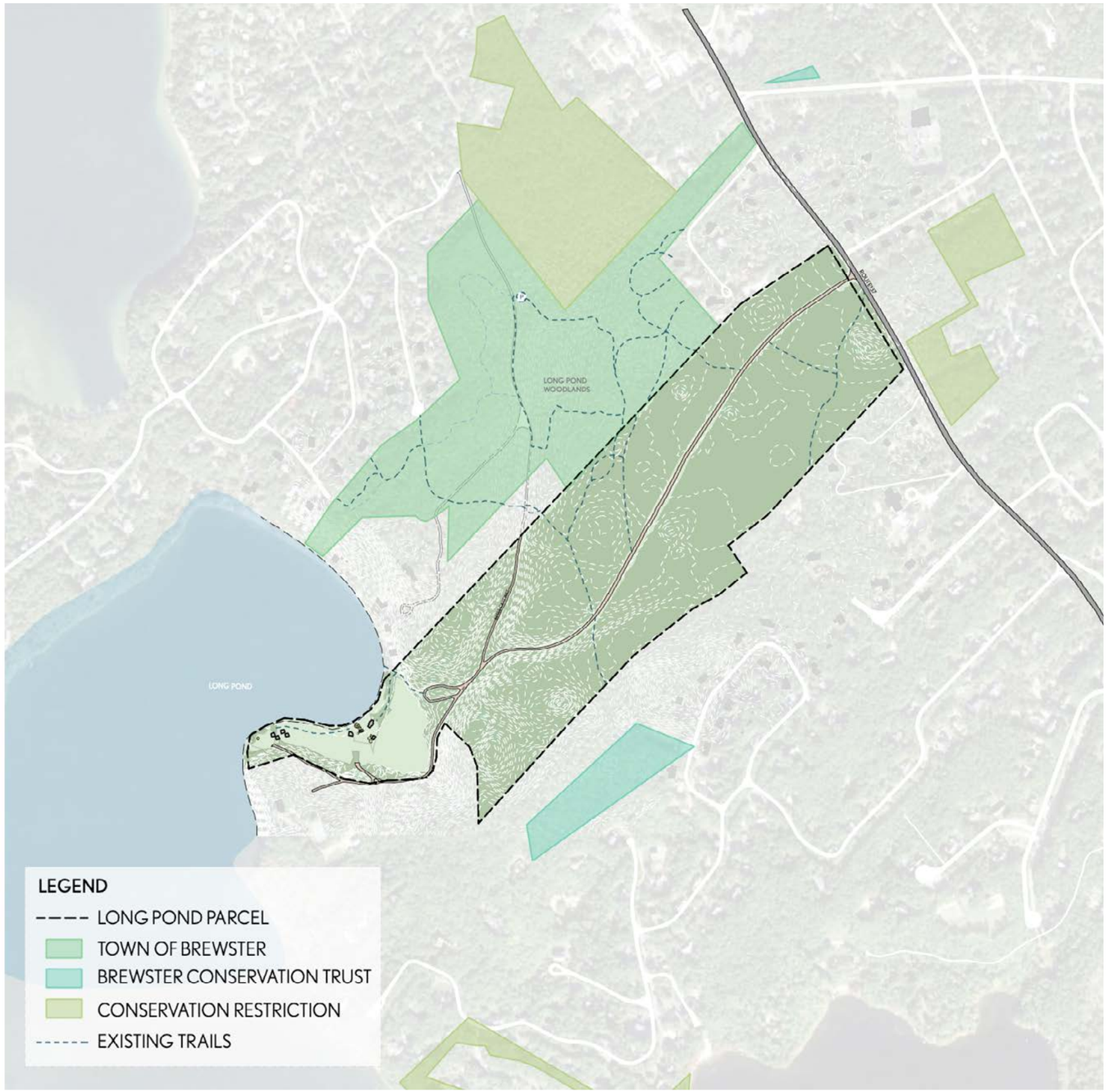
TRAIL ALONG POND EDGE

PRIMARY ROAD PROVIDES ABUTTER ACCESS



OPEN SPACE

There is potential to leverage the parcel's proximity to Long Pond Woodlands by enhancing trail connections and preserving contiguous woodland between the two parcels.



LANDSCAPE CHARACTER

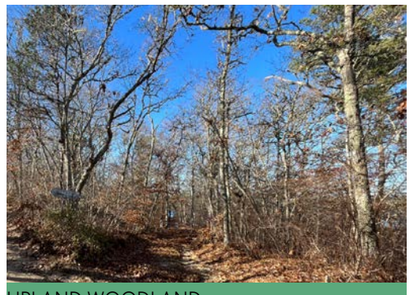

POND OUTLOOK


WETLAND


GRASSY CLEARING


PROTECTED BEACH COVE

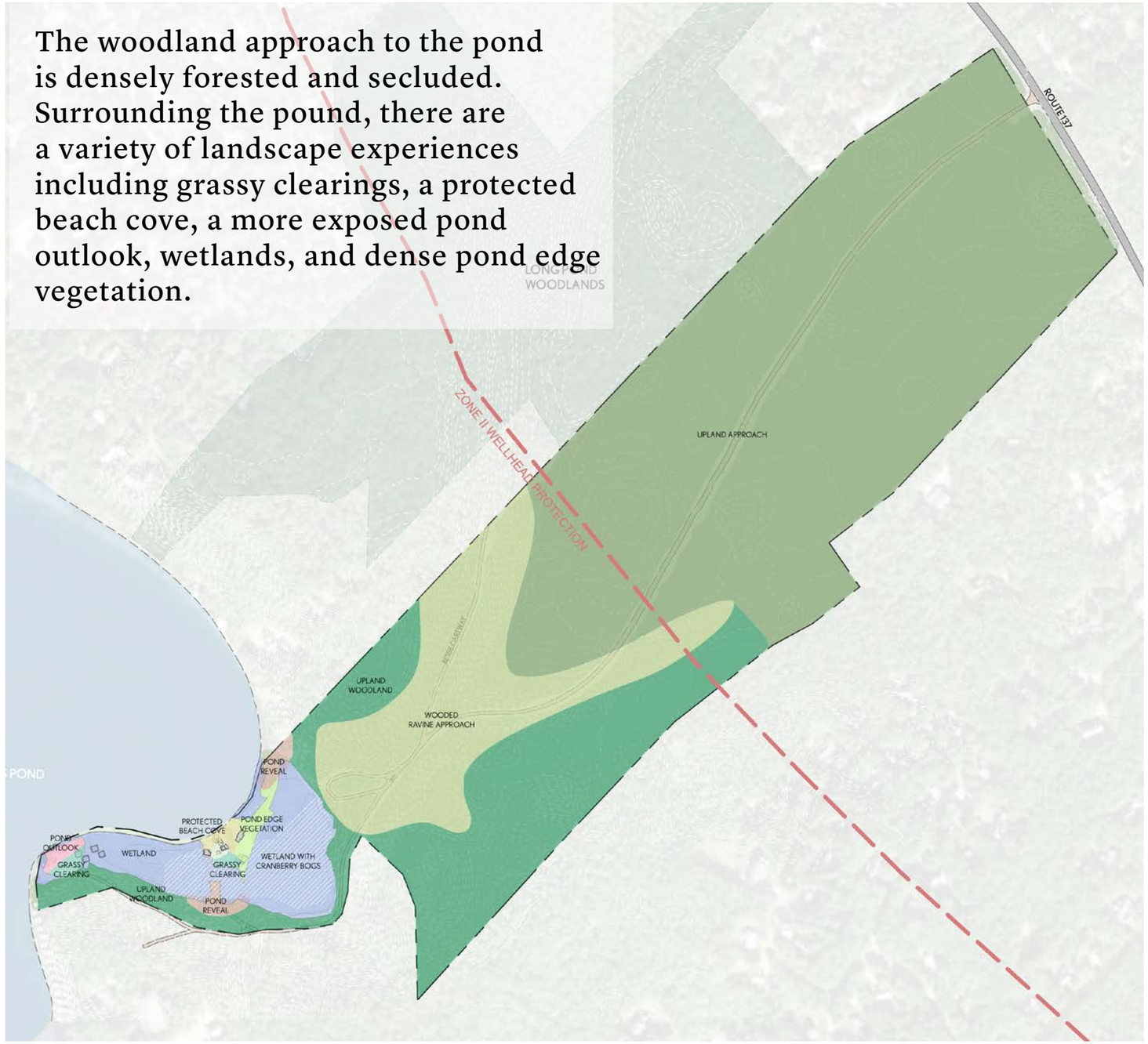

POND EDGE VEGETATION


UPLAND WOODLAND


WOODED RAVINE APPROACH


WETLAND WITH CRANBERRY BOG

The woodland approach to the pond is densely forested and secluded. Surrounding the pound, there are a variety of landscape experiences including grassy clearings, a protected beach cove, a more exposed pond outlook, wetlands, and dense pond edge vegetation.

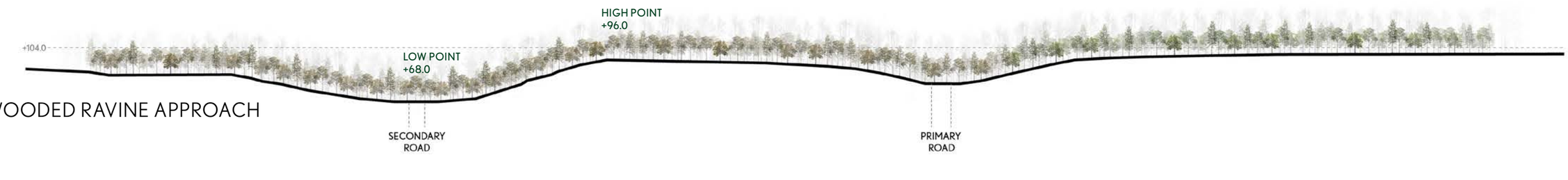


LANDSCAPE CHARACTER

1

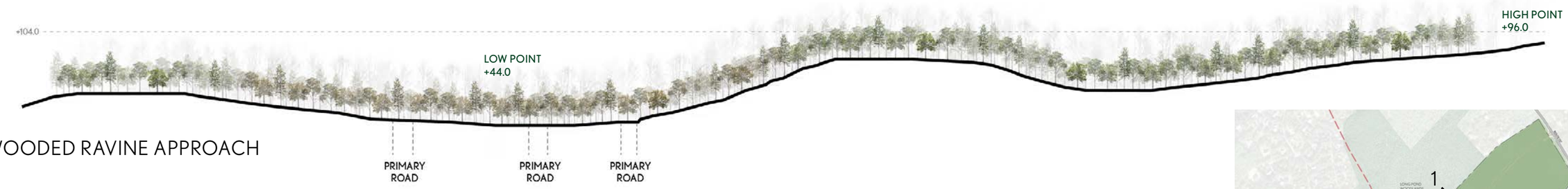
UPLAND APPROACH

2



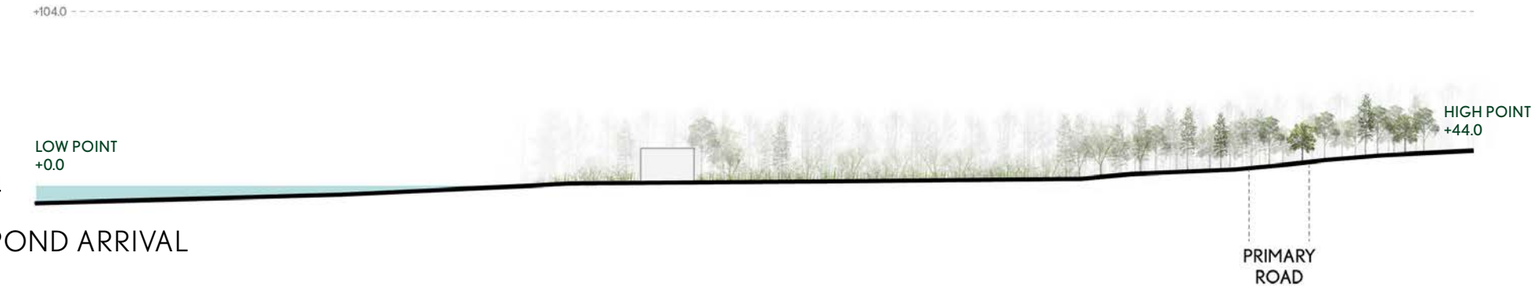
WOODED RAVINE APPROACH

3



WOODED RAVINE APPROACH

4

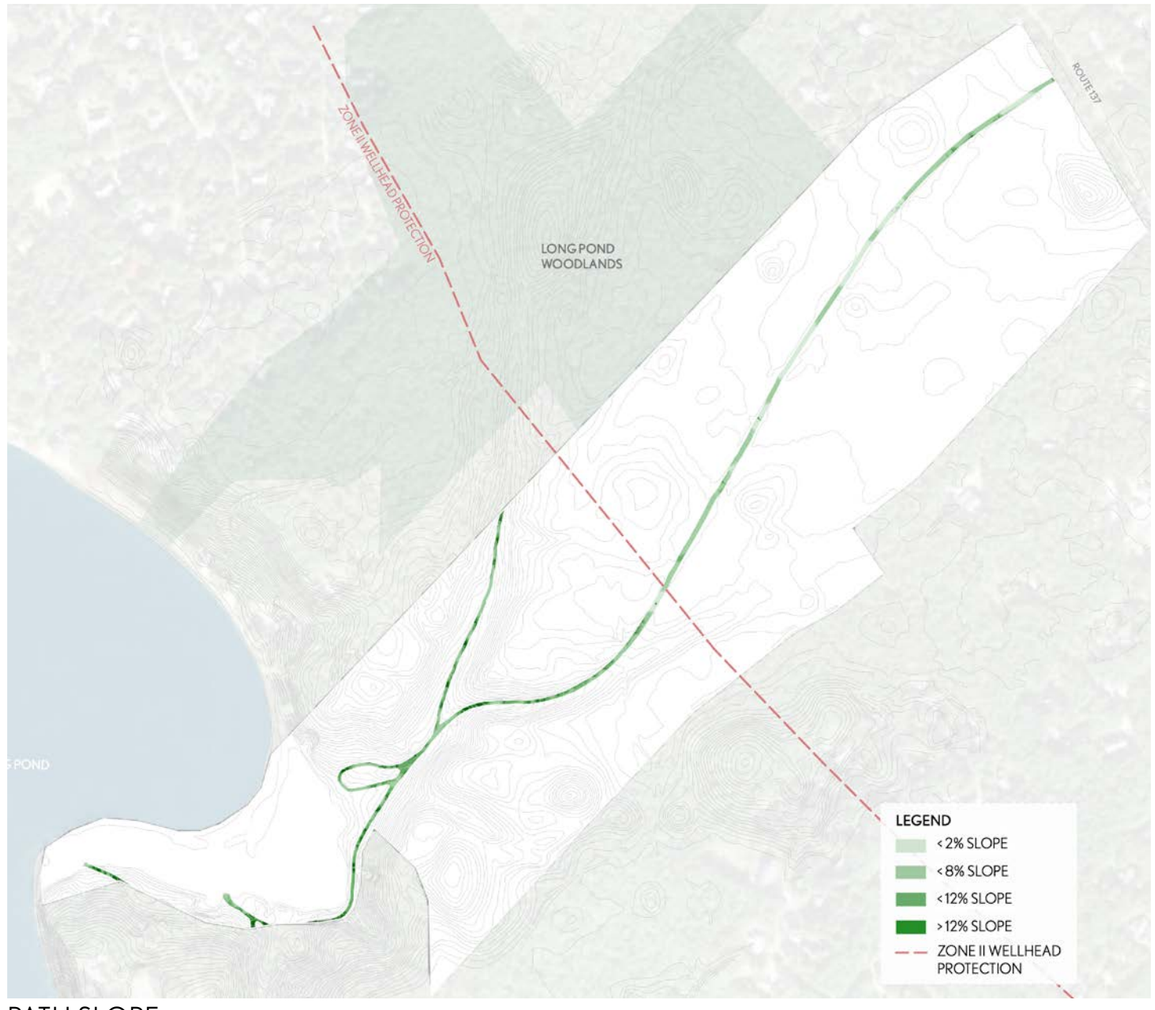


POND ARRIVAL

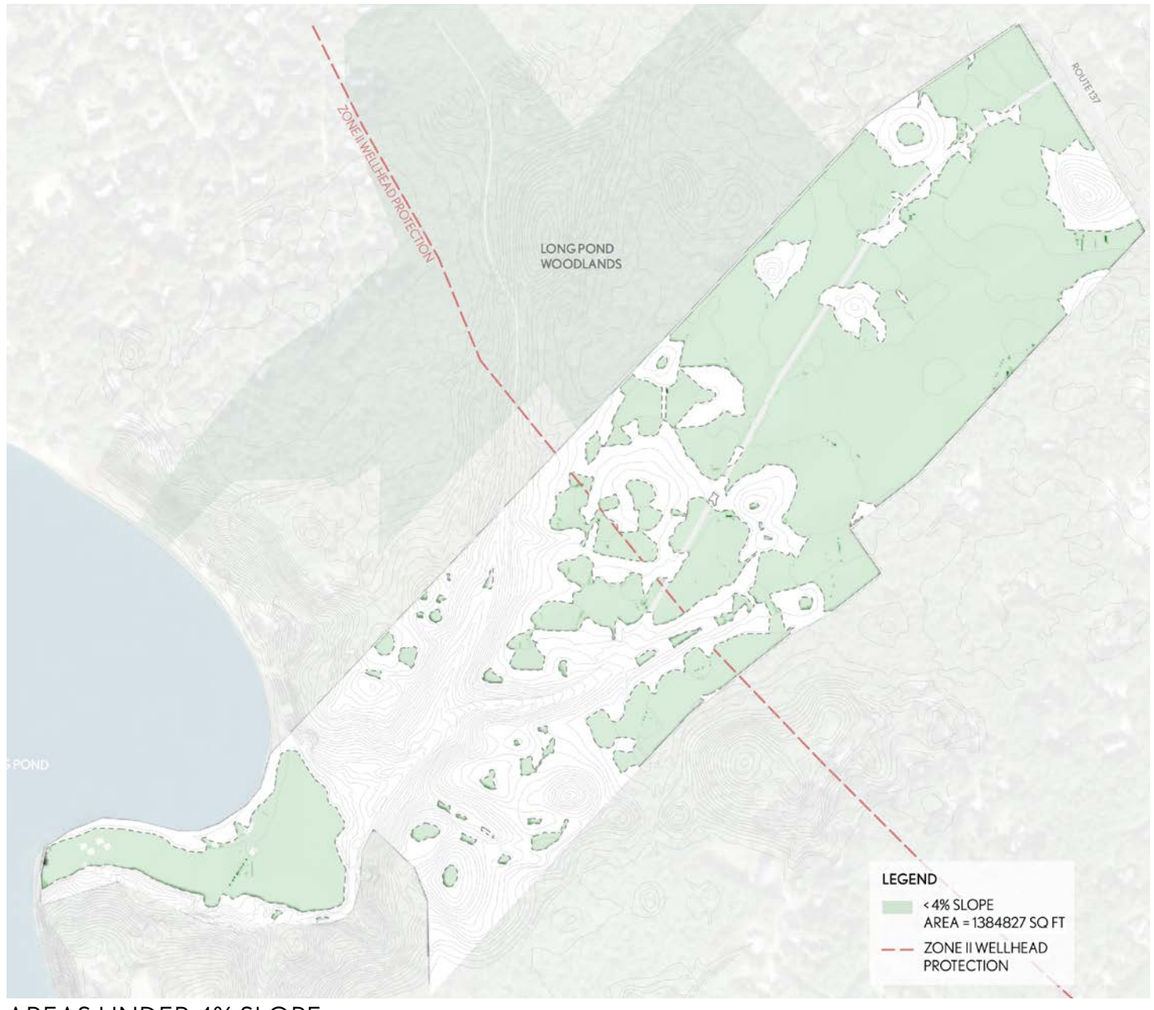
OPPORTUNITIES AND CONSTRAINTS

Topography

Vehicular circulation is characterized by steep slopes. The majority of the topography under 4% slope is located in the Zone II closer to Route 6A.



PATH SLOPE



AREAS UNDER 4% SLOPE

OPPORTUNITIES AND CONSTRAINTS

Current Zoning Regulations

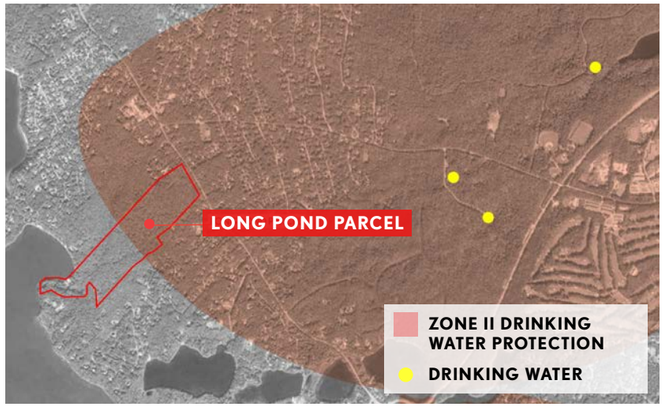
ZONE I I WELLHEAD PROTECTION

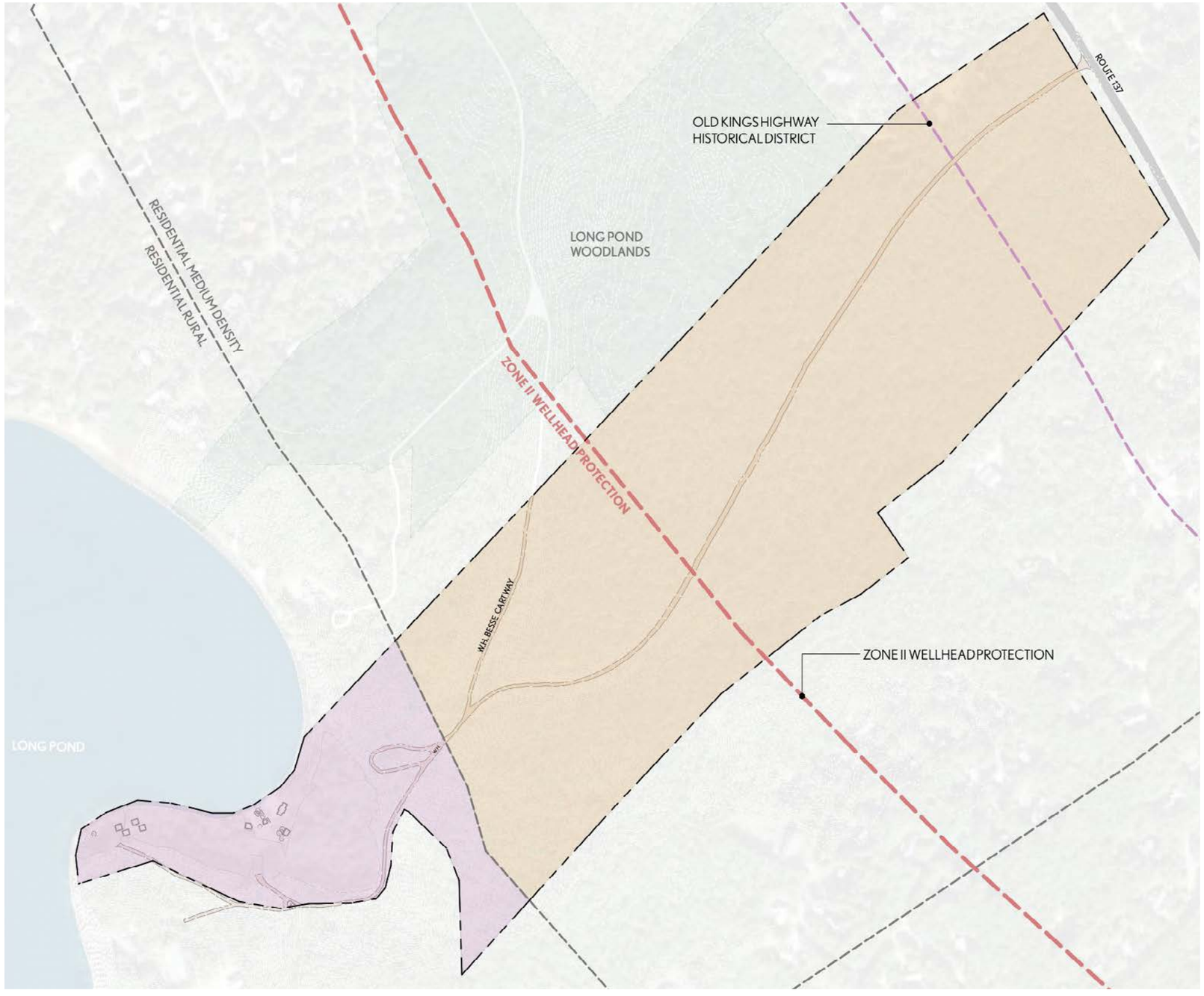
Zone II is the land surface area that contributes water to a public well. Protecting undeveloped open space around the Town's wells minimizes the potential for contaminants to impact drinking water quality. DEP recommends communities restrict certain high risk land uses from the Zone II.

The Town's Water Quality Review Bylaw prohibits hazardous materials use, or storage at volumes above those typically used in a household, in the Zone II areas. Zone II areas must be protected to maintain Town water nitrogen levels under 10mg/L, and PFAS below 20 parts per trillion.

OLD KINGS HIGHWAY HISTORIC DISTRICT

New buildings and modifications to existing buildings are reviewed by the Historic District Committee to ensure any changes are appropriate to maintaining the aesthetic tradition of Brewster as a member of the Old King's Highway Regional Historic District.





OPPORTUNITIES AND CONSTRAINTS

Natural Buffer Zones

WETLANDS

50'/100' BUFFER ZONE

Activity within this zone must not impair the wetland's ability to perform. Building within or altering a vegetated wetland is prohibited unless a variance is granted, which can occur if there is an overriding public interest and the proposed activity does not impair the wetland functioning. Maintenance of an already existing structure is permitted.

1% CHANCE ANNUAL FLOODING (100 YEAR FLOOD ZONE)

BORDERING LAND SUBJECT TO FLOODING (BLSF)

This area is susceptible to annual flooding.

OPPORTUNITIES AND CONSTRAINTS

Biomap Critical Landscapes and Habitats

Sensitive areas will structure development opportunities on site.

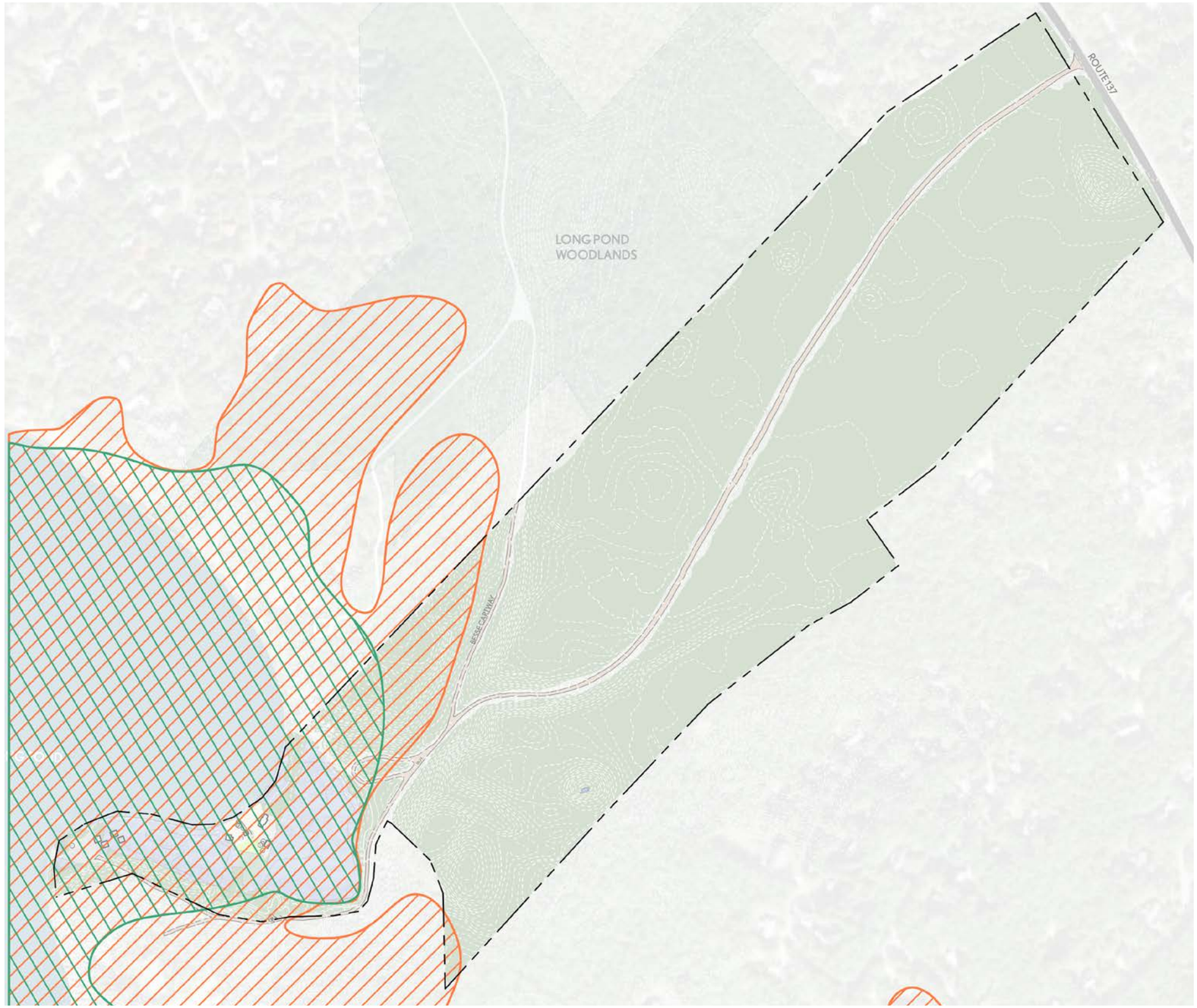
CORE HABITAT AND CRITICAL NATURAL LANDSCAPE

CORE HABITAT

This area is critical for the long-term persistence of a rare species, exemplary communities, and resilient ecosystems.

CRITICAL NATURAL LANDSCAPE

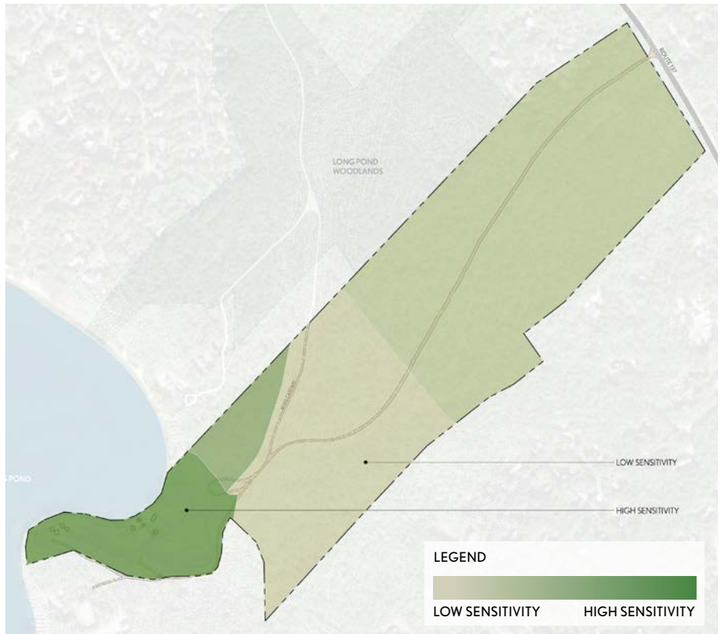
This area is minimally impacted by development and enhances connectivity and resilience of core habitats.

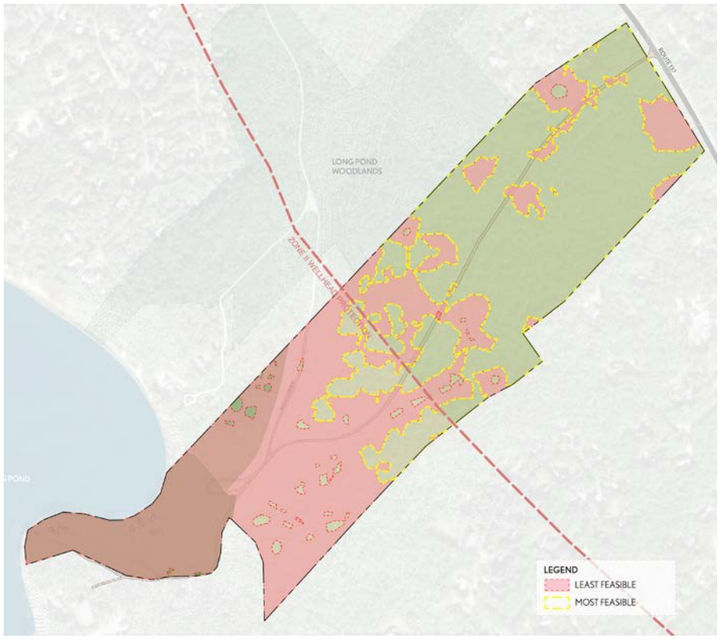


OPPORTUNITIES AND CONSTRAINTS

Development Feasibility

SENSITIVE AREAS + AREAS UNDER 4% SLOPE = DEVELOPMENT FEASIBILITY





Building Analysis

POND PARCEL - KEY QUESTIONS

1. What are the desired programs for the Pond Parcel and what are the access needs and requirements (parking, etc.) for those programs?

2. Where may there be opportunities for new housing or building on site? What is the process for evaluating building in the Zone 2 area?

3. If housing is a desired use for the site, what density would be appropriate and how will that density be determined by the Town?

POND PARCEL

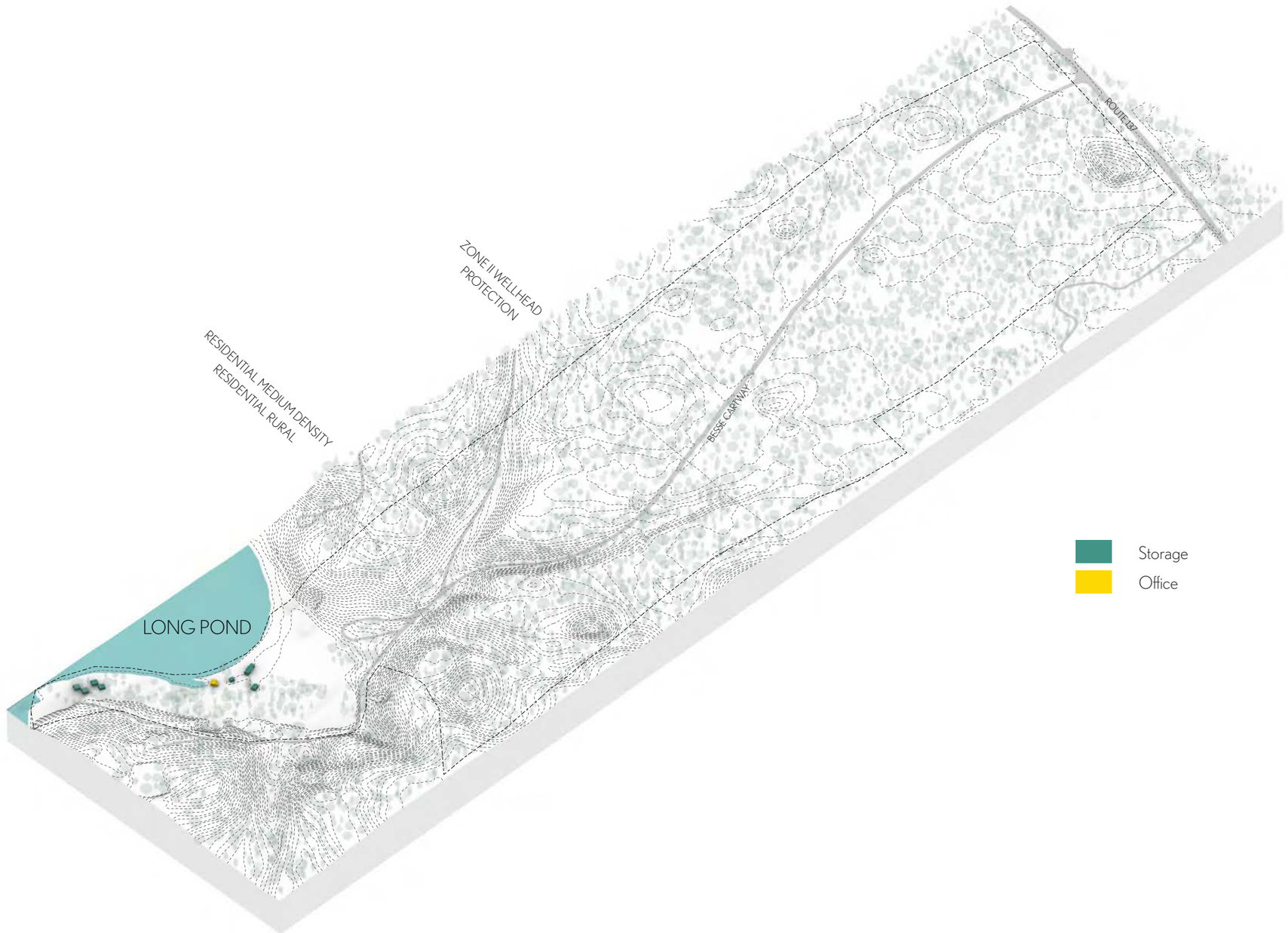
Issues

Structures at the Pond Parcel are primarily located near the Pond at a low elevation. Structures are primarily small structures with some storage and amenity buildings. One building is an open air structure.

POND PARCEL - BUILDING TYPE

Site Analysis

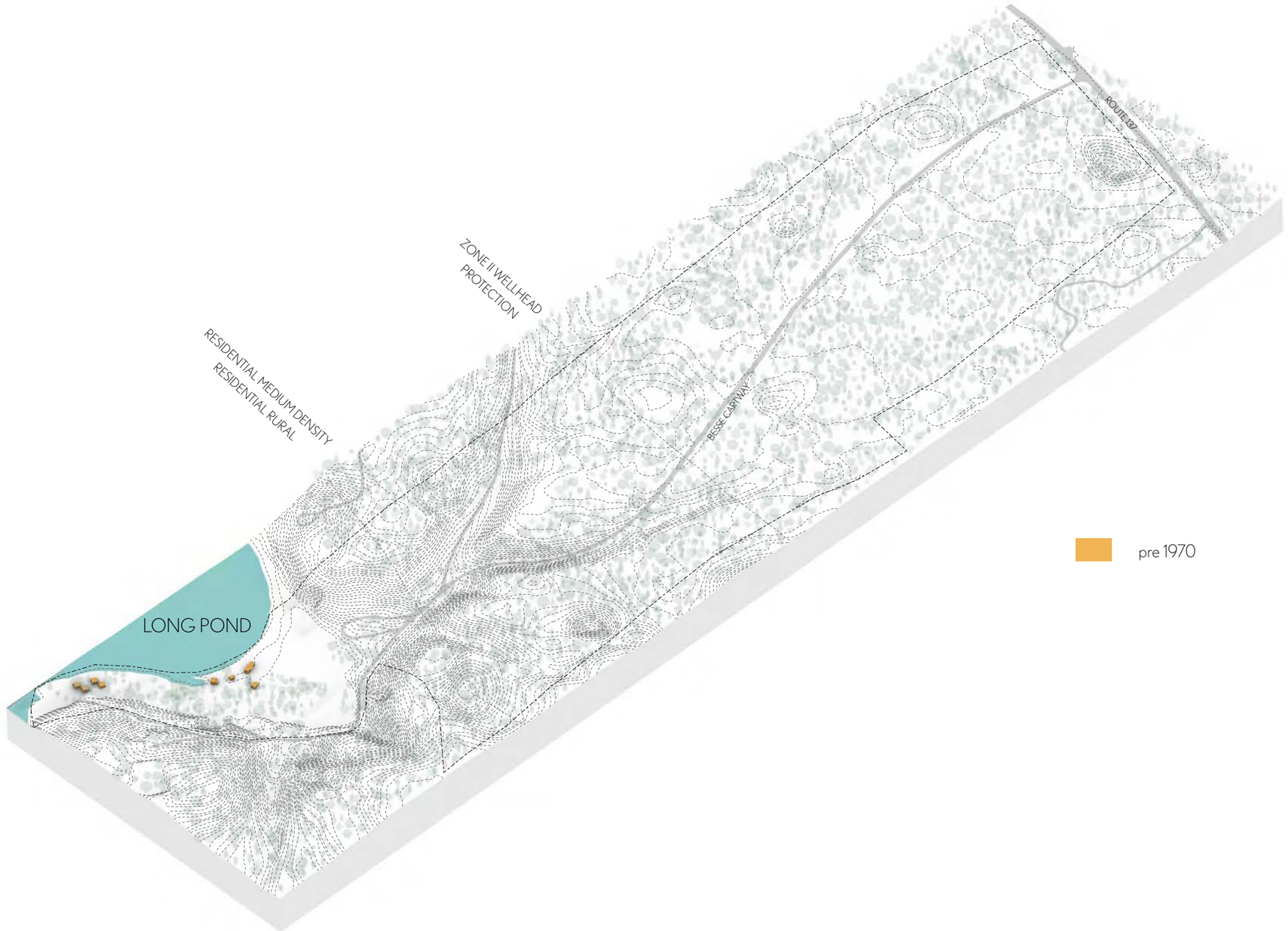
Most of the buildings on the pond parcel are for storage with one building used as an office.



POND PARCEL - BUILDING AGE

Site Analysis

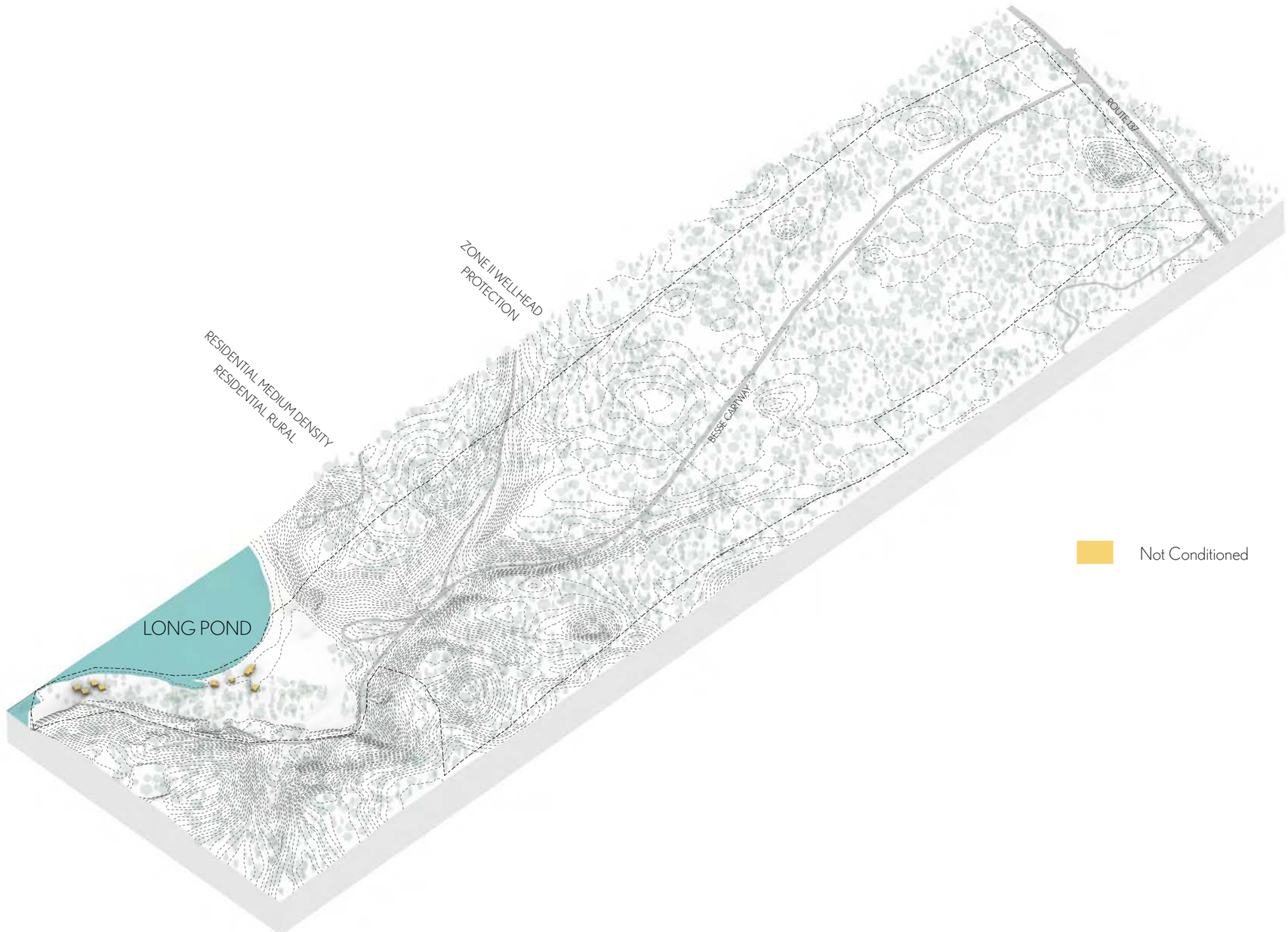
All of the buildings on the pond parcel were in their current location prior to 1970.



POND PARCEL - WINTERIZED

Site Analysis

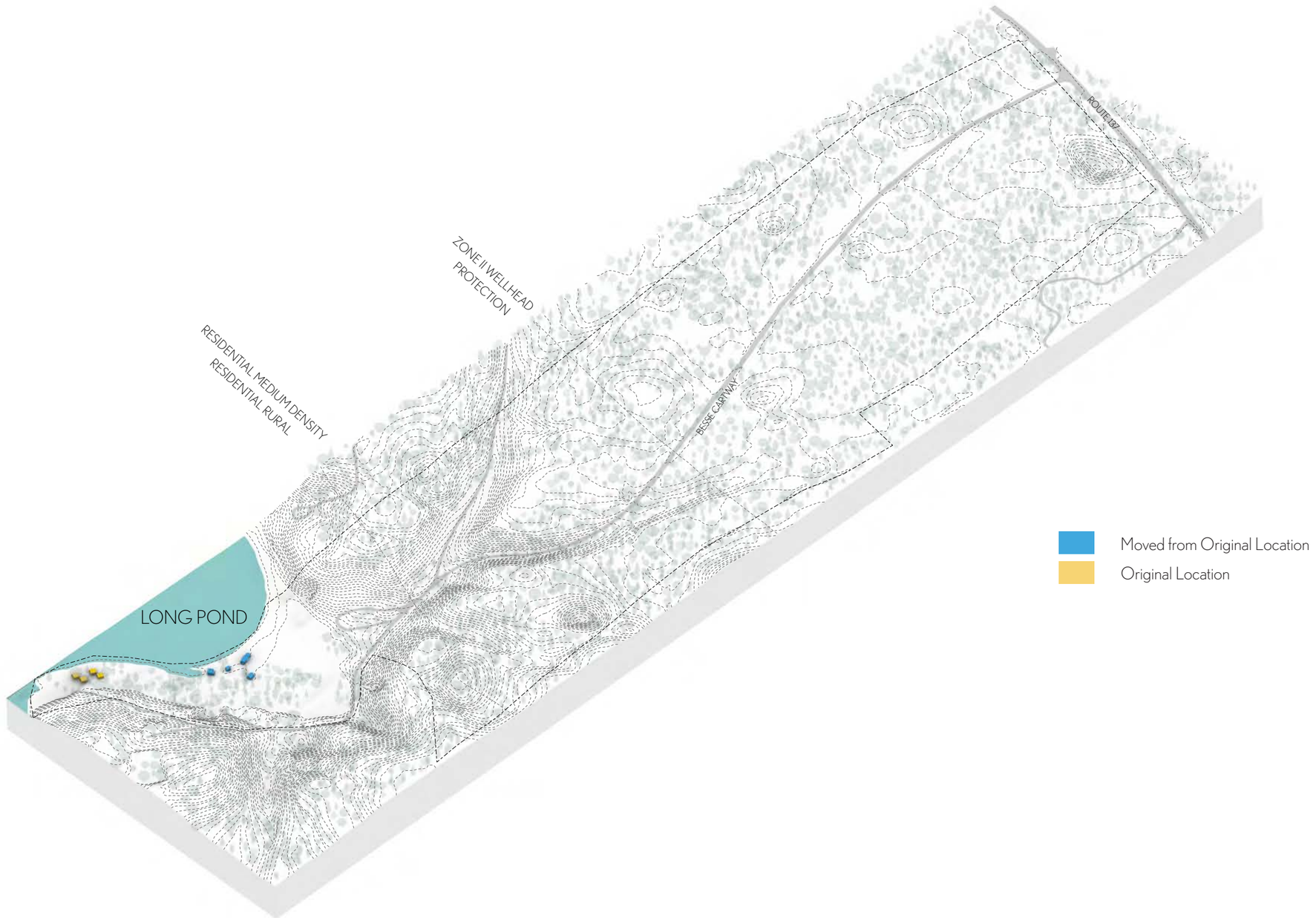
None of the buildings on the pond parcel are winterized or conditioned.



POND PARCEL - MOVED/ORIGINAL LOCATION

Site Analysis

All buildings on section 1.1 of the pond parcel have been moved to their current location.

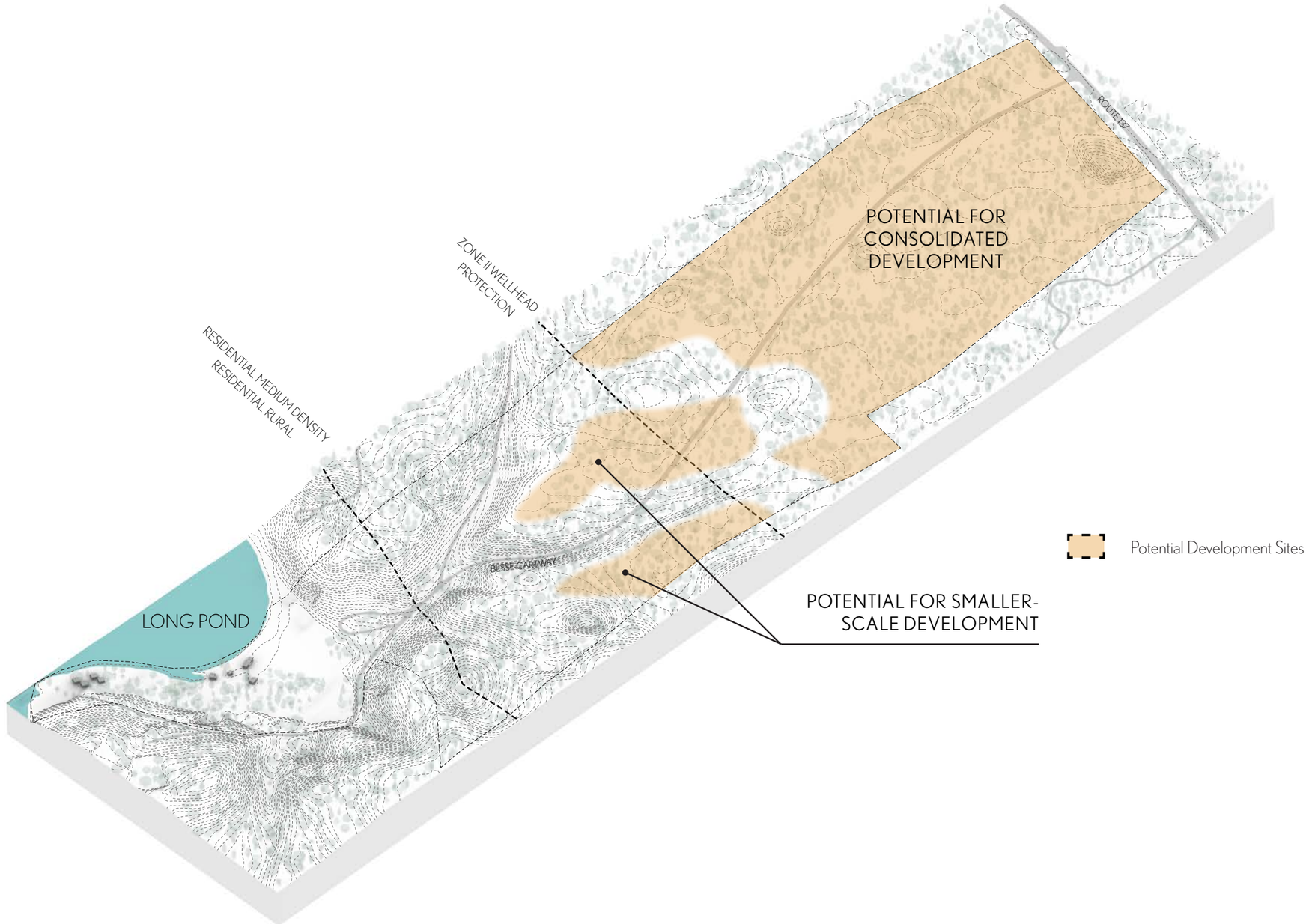


POND PARCEL - POTENTIAL DEVELOPMENT

Site Analysis

The Pond Parcel has significant topographical variation and limited paved access ways.

The flattest portions of the site also fall into the Zone 2 area, making residential construction more challenging, but still feasible and surrounded by residential areas.



KEY OPPORTUNITIES

CONSIDER APPROPRIATELY SCALED DEVELOPMENT ALONG ROUTE 137

BALANCE ACCESS WITH SITE CAPACITY

CONNECT TO ADJACENT OPEN SPACE AT LONG POND WOODLANDS

DETERMINE ZONE FOR POTENTIAL CONSERVATION AREA

CAPITALIZE ON THE NATURAL FEATURES THROUGH EDUCATION AND SMALL-SCALE PROGRAM

PROTECT KEY HABITAT AND RESOURCES

Thank You

WELCOME!

Town of Brewster Sea Camps Community Forum 4

February 15, 2024

REED HILDERBRAND WXY vhb LEC

TODAY'S AGENDA

Orientation (10 min)

- Introduction
- Where We Left Off

Pond Property (30 min)

- Final Comprehensive Plan
- Phasing and Cost Information

Bay Property (45 min)

- Final Comprehensive Plan
- Phasing and Cost Information

Q&A (30 min)

Conclusions & Next Steps (5 min)

Today's Speakers:

Peter Lombardi
Town Manager

Donna Kalinick
Assistant Town Manager

Amanda Bebrin
Chair, Bay Property Planning Committee

Doug Wilcock
Chair, Pond Property Planning Committee

Jill Scalise
Housing Coordinator

Mark Nelson
Horsley Witten

Ned Chatelain
Chair, Select Board

Katie Miller Jacobus
Vice Chair, Bay Property Planning Committee
Chair, Brewster School Committee

Griffin Ryder
Director of Public Works

Elizabeth Randall
Reed Hilderbrand

Madeleine Aronson
Reed Hilderbrand

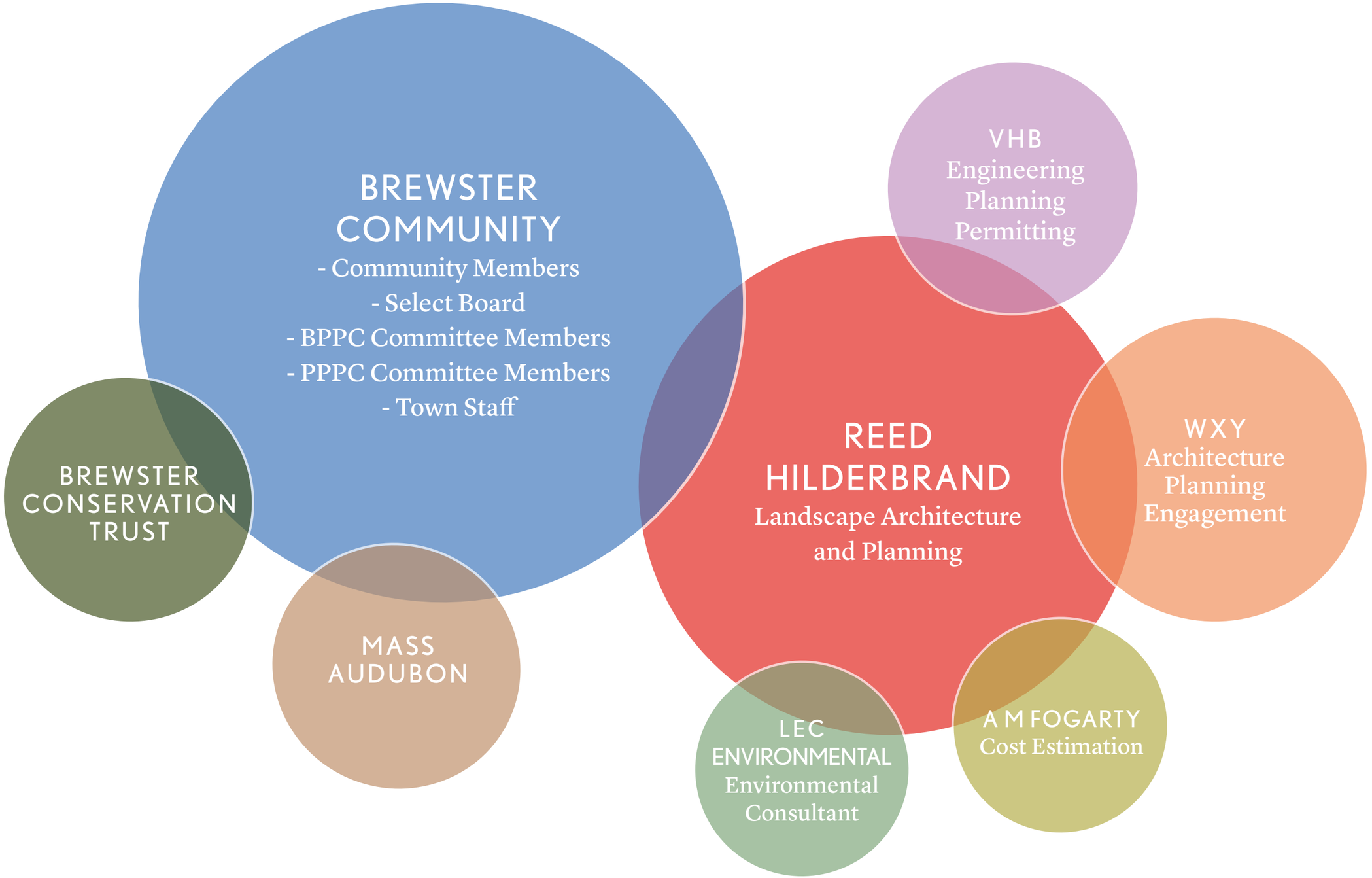
INTRODUCTION

Amanda Bebrin- BPPC Chair

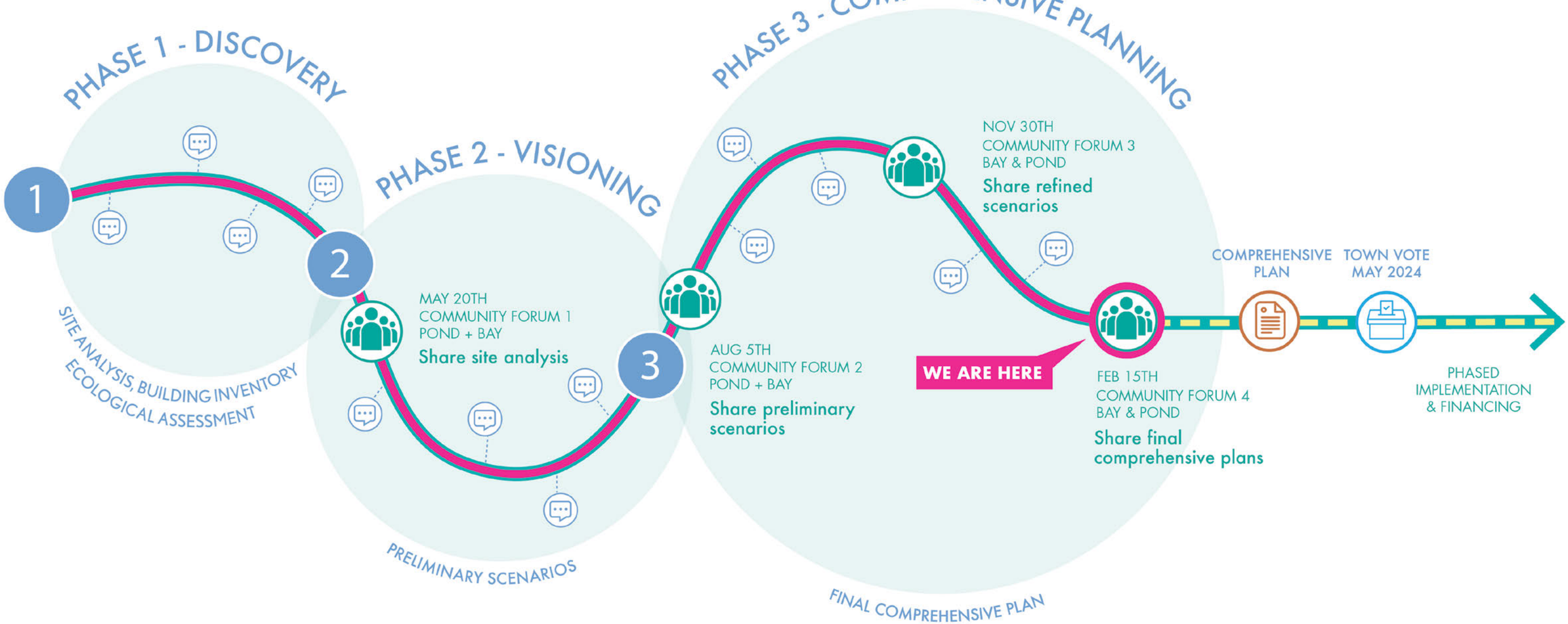
INTRODUCTION

Doug Wilcock- PPPC Chair

MEET OUR TEAM



WHERE WE ARE IN THE PROCESS



FEEDBACK FROM RESIDENTS

FORUM 1 - MAY 2023

~ 400

COMMUNITY FORUM ATTENDEES

1,367

SURVEYS COMPLETED

FORUM 2 - AUGUST 2023

~ 400

COMMUNITY FORUM ATTENDEES

875

SURVEYS COMPLETED

FORUM 3 - NOVEMBER 2023

~ 250

VIRTUAL FORUM ATTENDEES

120

EMAIL RESPONSES

PATH TO DESIGN

Community-led Decisions

COMMUNITY OUTREACH

3 PUBLIC COMMUNITY FORUMS

22+ PPPC MEETINGS

22+ BPPC MEETINGS

2 SURVEYS

SELECT BOARD MEETINGS

OPEN SPACE AND RECREATION PLAN

HOUSING PRODUCTION PLAN

TOWN VISION PLAN

COASTAL RESOURCE MANAGEMENT PLAN

LOCAL COMPREHENSIVE PLAN

INTEGRATED WATER RESOURCE MANAGEMENT PLAN

DISTILLED COMMUNITY FEEDBACK

COMMUNITY & COMMITTEE FEEDBACK

STAKEHOLDER INPUT

GUIDING PRINCIPLES

SELECT BOARD DIRECTION

DESIGN TEAM FACILITATION

PLANS THAT REFLECT TOWN GOALS & COMMUNITY VALUES

WHAT ARE OUR GOALS FOR TODAY?

1. Share final comprehensive plans and address key questions from the community
2. Explain preliminary phasing plans and cost estimate information
3. Answer your questions

WHAT WE HEARD

Key Takeaways about Both Properties

Overall, the plans are great!

How would a **wastewater treatment plant** work? Who would it serve, what would it look like?

The **Mass Audubon** partnership is exciting but how would it work? Would there be a membership cost to residents? Would the properties always be accessible to the public? What is Mass Audubon paying to the Town?

Housing should be on at least one of these properties.

I'm glad we are **balancing** reuse of existing buildings with demolishing buildings that would be too expensive to renovate.

These plans will **cost** a lot. How will we pay for this? Can **phasing** help manage costs? How will this impact my **taxes**?

I support the proposed **conservation areas** and the prioritization of **ecological restoration**.

I prefer the **denser housing** options. The town needs these units.

I'm excited about the various **recreational opportunities** on both plans!

POND PROPERTY

POND PROPERTY

WHAT WE HEARD

Pond Property

I support **walking trails, public beach access,** and a **Mass Audubon** partnership!

I support **housing** here as long as **wastewater treatment** can address water quality concerns.

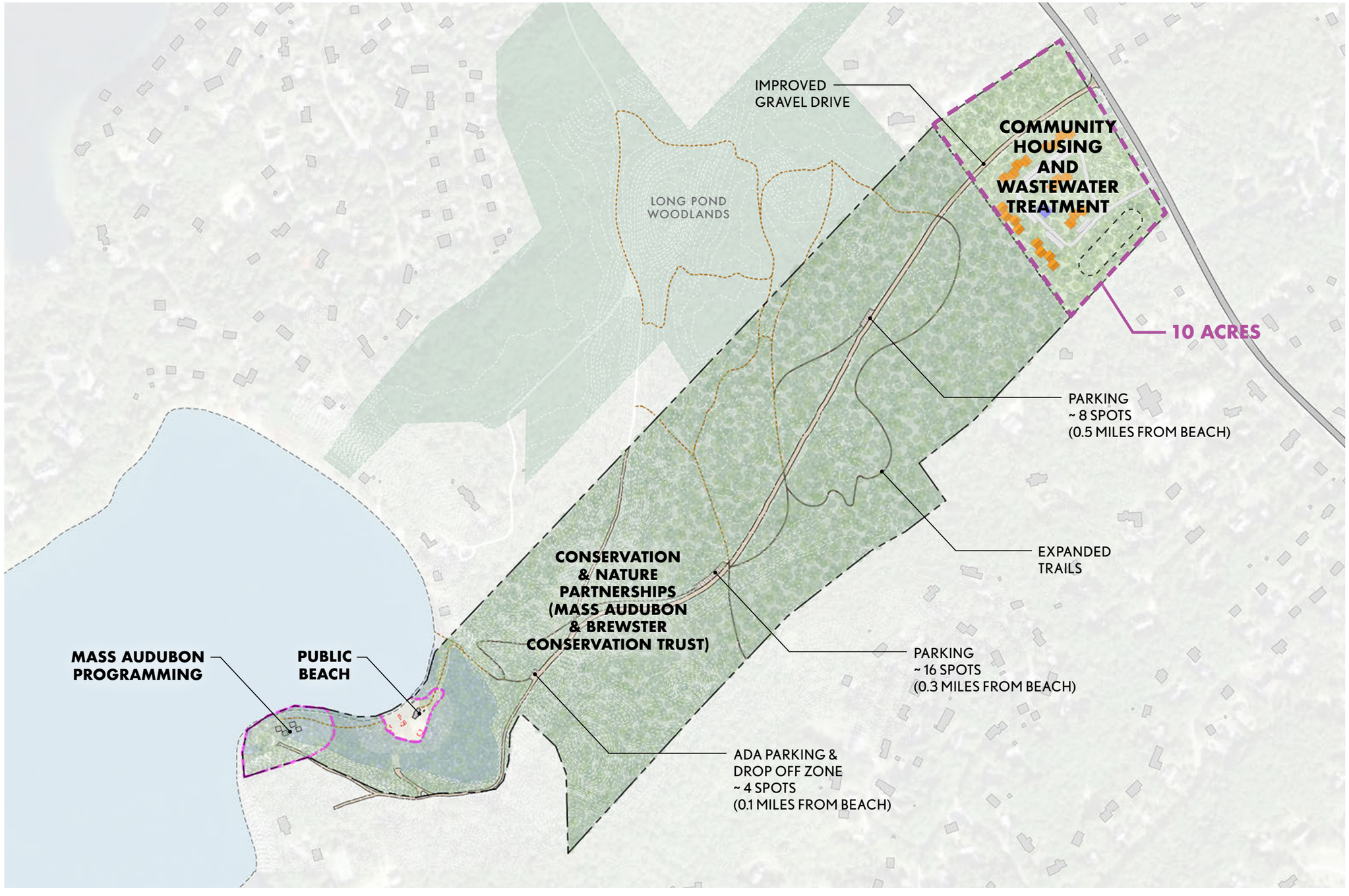
I'd like to avoid **housing** in the **Zone II**. I'm concerned it will impact the town's drinking water supply and the watershed to Long Pond.

I want to make sure the beach is **universally accessible** for all.

Will **housing** impact **water quality** if a water treatment plant is introduced? Would a **wastewater treatment plant** have an odor and what does it look like?

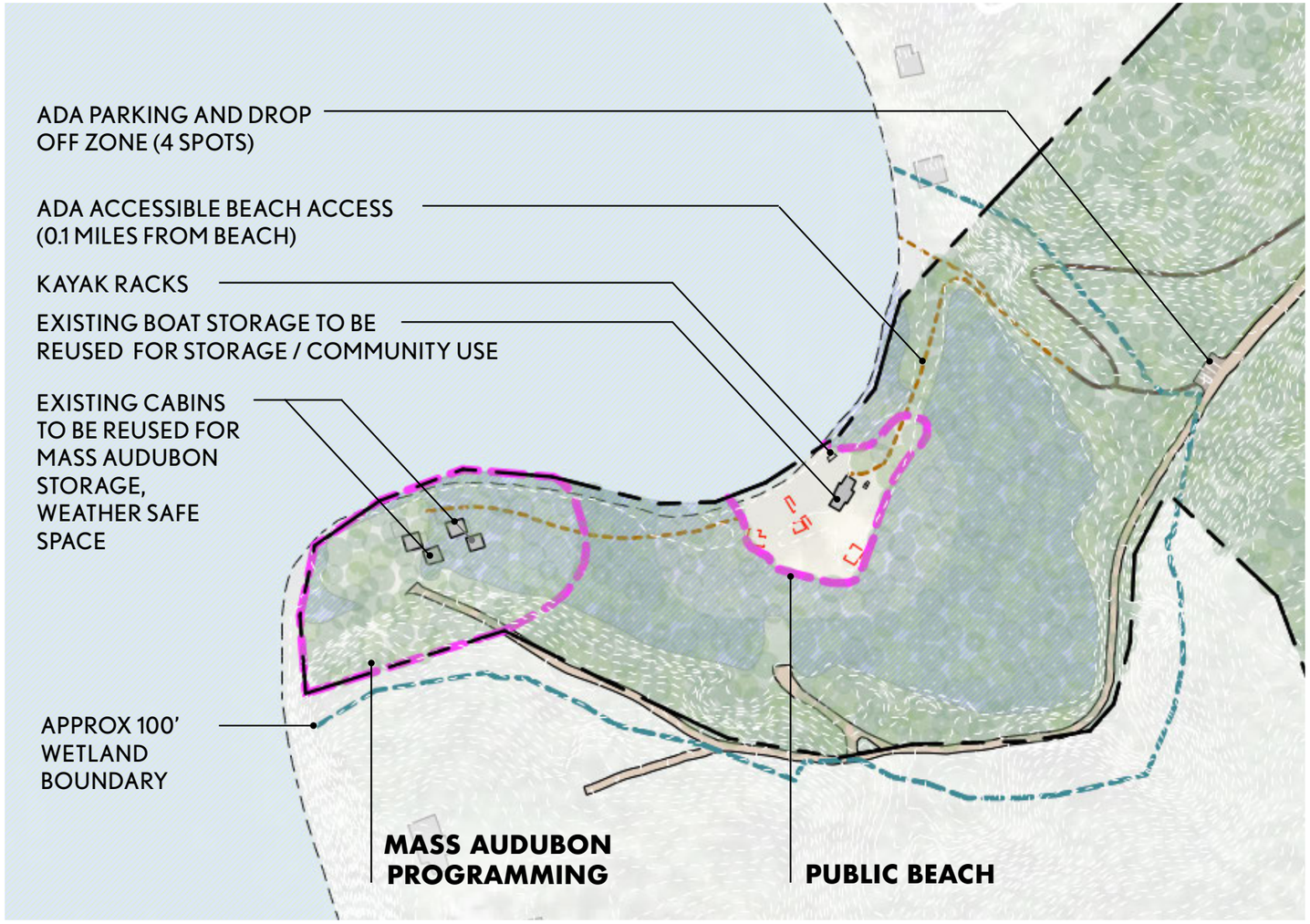
PROPOSED POND PROPERTY PLAN

Overall Plan



PROPOSED POND PROPERTY PLAN

Enlarged Beach Access Area




LAWN AREA BY PUBLIC BEACH


CABINS TO BE REUSED FOR MASS AUDUBON


BOAT STORAGE TO BE REUSED FOR COMMUNITY USE


CABINS TO BE DEMOLISHED

Mass Audubon desired programs:

- Small seasonal day camps
- Adult nature study workshops
- Field trips for Wellfleet Bay camp
- Afterschool programs
- Guided walks
- Kayak trips
- Partner with Recreation Department on children's and adult programming


LOW INTENSITY PUBLIC BEACH

HOUSING AND WASTEWATER TREATMENT

POND PROPERTY - LAND USE CONTEXT

Residential communities exist along both sides of Route 137 and surround the northern section of the Long Pond Property.

The property is also partially adjacent to Long Pond Woodlands, a town-owned 41-acre conservation restriction area held by Brewster Conservation Trust.

HOUSING

Town Context

- The Town Warrant article to purchase the properties approved at Town Meeting included “community housing” as a Potential Town Use for both properties and specifically mentioned “Appropriately scaled community housing near Route 137”as a potential use for the Pond Property in the Voter Information.

- The Town, through our community engagement process, determine housing should be included on at least one of these properties.

- Providing affordable and attainable housing is supported by the Town Vision Plan, the Local Comprehensive Plan, the Housing Production Plan, and the Select Board Strategic Plan, evidencing widespread conceptual support among the community.

- Massachusetts has established a 10% Statutory Minimum for affordable housing in every municipality through Massachusetts General Laws Chapter 40B, Sections 20-23.

HOUSING GOALS

Massachusetts Affordable Housing Statutory Standards

How many total units does the Town need to fulfill the 10% State Statutory Minimum?

517 Subsidized Housing Inventory (SHI) units

What other affordable housing developments in Town are in progress, and how many units are they contributing?

45 units have been permitted for Spring Rock Village off Millstone Road. Two Habitat for Humanity homes are under construction on Phoebe Way. These affordable units are already included in Brewster's current 372 SHI units (7.2% SHI).

How many more housing units does the Town need to meet the state's 10% threshold?

145 affordable units. The proposed unit number is illustrative based on the site area. The actual number of units will be determined through the feasibility and RFP phases.

How many total SHI units does the Town currently have?

The Town currently has 372 units (7.2%) on its Subsidized Housing Inventory (SHI).

Is there a specific timeframe to meet the 10% standard?

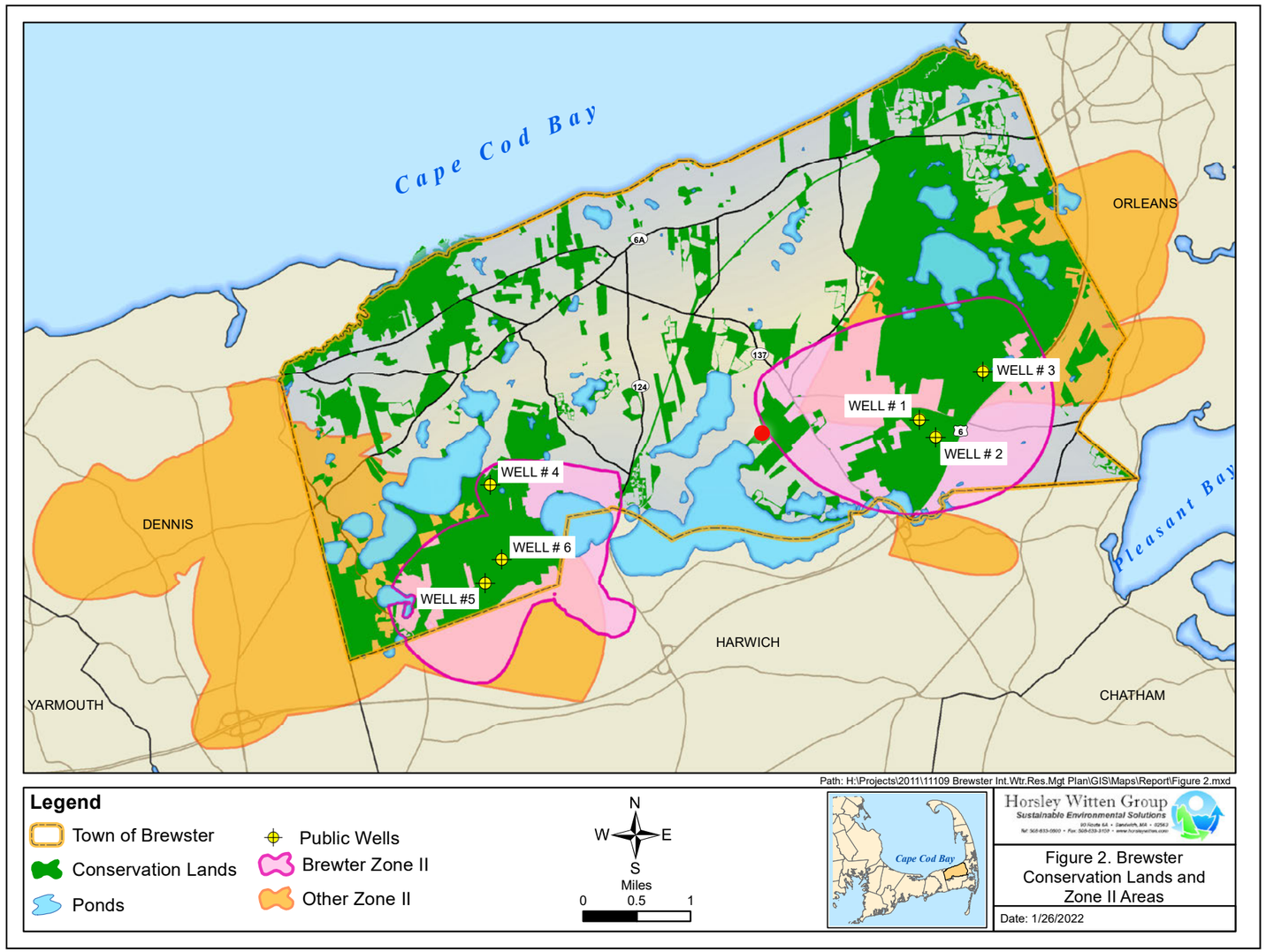
No, however, Brewster has a state approved and certified Housing Production Plan with strategies to work towards the 10% statutory minimum. Brewster's Local Comprehensive Plan aspires to attain the 10% goal by 2029. Housing affordability challenges in Brewster have significantly increased in the past 3-5 years.

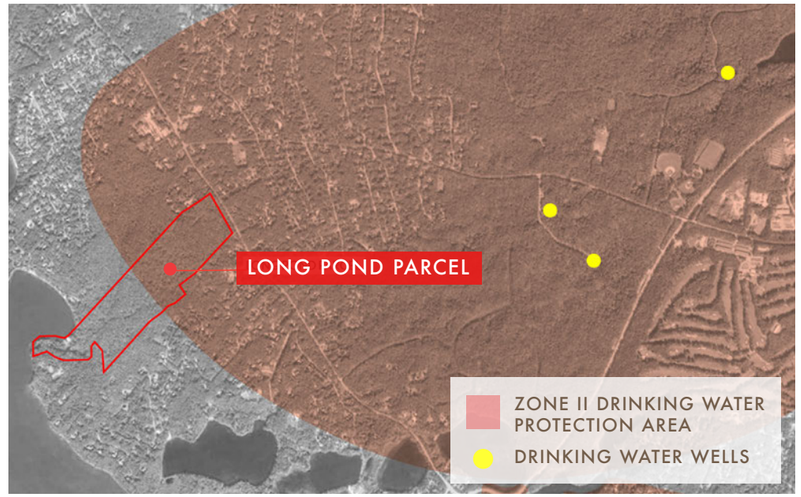
Are there consequences for not meeting the threshold?

Yes, when towns are below the 10% minimum threshold, they lose some local control over permitting and design of affordable housing projects.

POND PROPERTY - WATER QUALITY AND WASTEWATER TREATMENT

Zone II

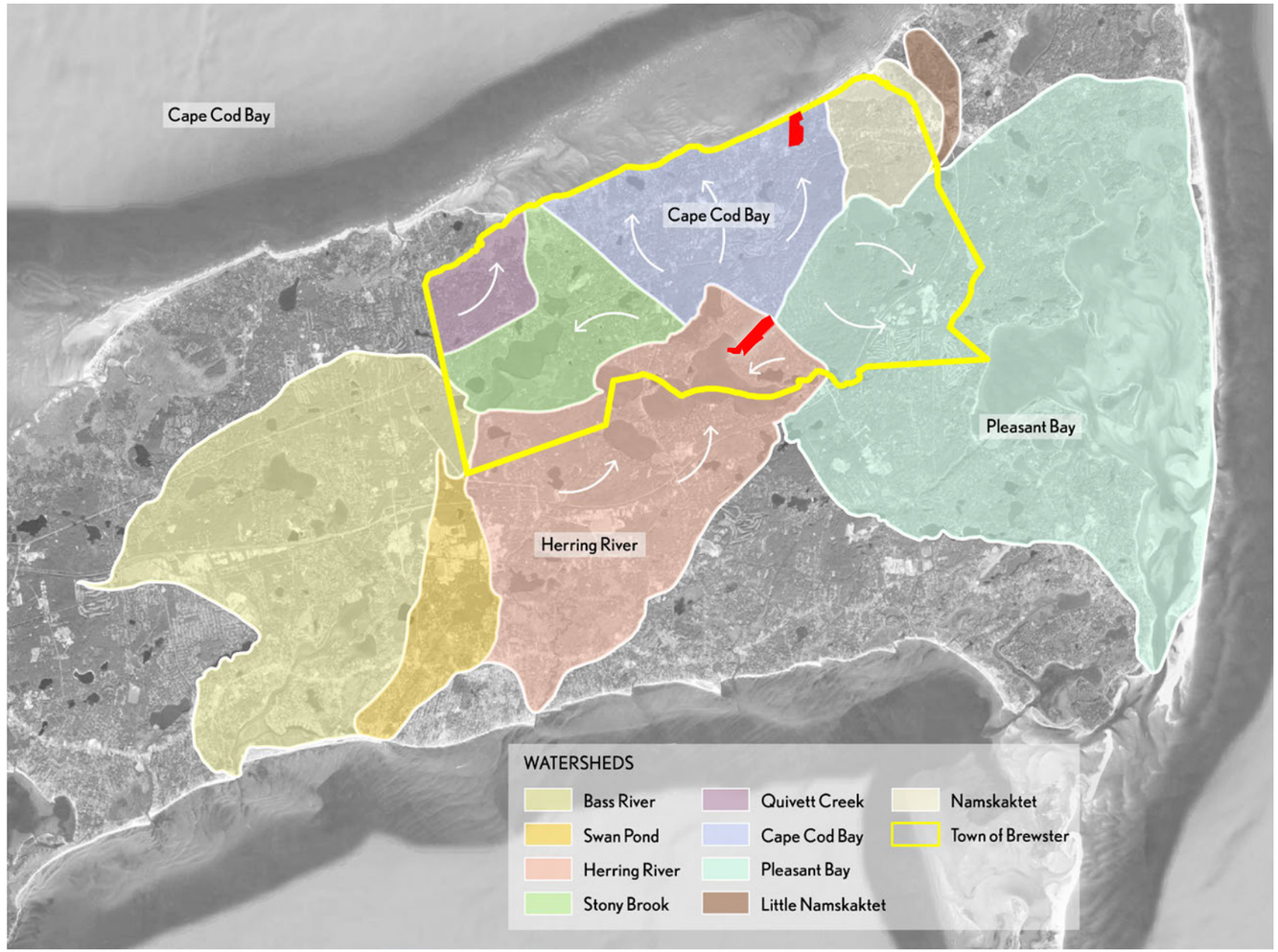




- Areas that contribute groundwater to the Town's public drinking water wells are known in Massachusetts as Zone II's, or wellhead protection areas
- A portion of the Long Pond property is on the edge of a Zone II, approximately 1 mile from the nearest Town well off Freemans Way
- There are currently about 900 developed residential properties in this Zone II
- Introduction of a new wastewater treatment plant on the Pond Property would improve overall Zone II water quality

POND PROPERTY - WATER QUALITY AND WASTEWATER TREATMENT

Regional Watershed



- Introduction of a new wastewater treatment plant on the Pond Property would also improve overall Long Pond & Herring River water quality
- Brewster has an Integrated Water Resource Management Plan which addresses our long-term wastewater needs and plans across the entire community
- The primary focus in past decade has been on Pleasant Bay Watershed – Brewster shares a permit with Orleans, Harwich, and Chatham that includes certain nitrogen mitigation requirements over the next 20 years
- MA Dept of Environmental Protection issued changes to Title V regulations and implemented new Nitrogen Sensitive Watershed regulations in July 2023 that impact wastewater planning across the Cape
- The Pond Property falls within the Herring River Watershed – stormwater runoff from the property flows to Long Pond and eventually to the Herring River in Harwich
- Brewster plans to develop a Herring River Watershed Permit by 2030 and expects any new development in this area will require 100% nitrogen offset
- The Pond Property is uniquely situated to potentially locate a small wastewater treatment plant that could accommodate new housing buildout and replace traditional septic systems in some adjacent neighborhoods

Text credit: Town of Brewster Integrated Water Resource Management Plan, Horsley Witten Group

POND PROPERTY - WATER QUALITY AND WASTEWATER TREATMENT

Key Questions

Who would the wastewater treatment plant serve?

It would serve the housing development on the Pond Property and eventually connect to other residences in the surrounding neighborhoods to replace traditional septic systems.

Does a wastewater treatment plant conflict with Zone II Regulations?

No, Zone II does not restrict building housing or a wastewater treatment plant but it does limit the amount of nitrogen that can be discharged from a septic system. A proposed treatment plant would help with this.

What types of chemicals would it treat?

It would provide treatment for nitrogen and phosphorus that can impact the Herring River and Long Pond and can also remove bacteria and viruses. Advanced technologies are available to treat other chemicals. The cost of these treatment options would be evaluated during the conceptual design phase.

Would it have a negative environmental impact?

No. Introduction of new wastewater treatment would improve overall Long Pond and Herring River water quality.

POND PROPERTY - WATER QUALITY AND WASTEWATER TREATMENT

Key Questions

Would the wastewater treatment plant have an odor or a sound? What would it look like?

The wastewater treatment plant would be underground, and may be located either under a lawn or partial parking area. It would not have an odor or a sound.

Comparable wastewater treatment plant at Maplewood Senior Living facility on Route 124

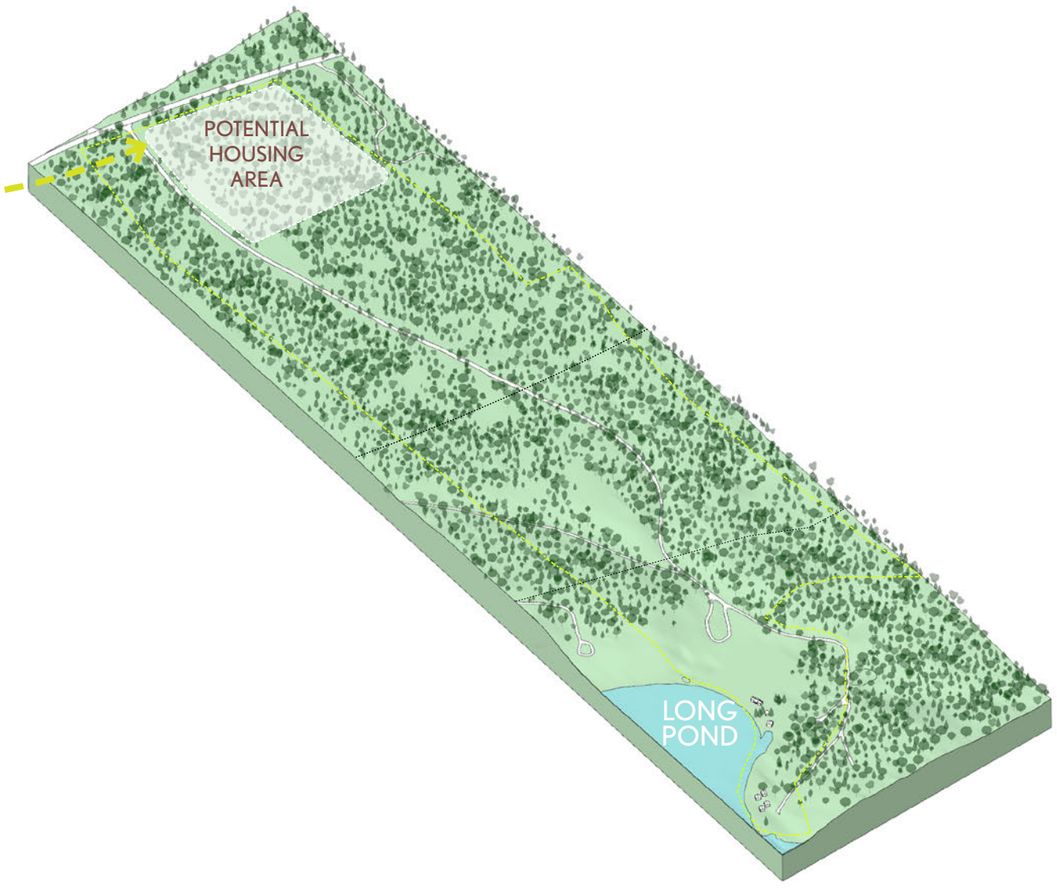
POND PROPERTY - HOUSING ILLUSTRATIVE SCENARIO

Context

POND PROPERTY

LONG POND PROPERTY: **66 ACRES**
HOUSING DESIGNATED AREA: **10 ACRES**

THE AREA DESIGNATED FOR HOUSING IS 15% OF THE LONG POND PROPERTY



POND PROPERTY - HOUSING ILLUSTRATIVE SCENARIO

Site Analysis and Principles

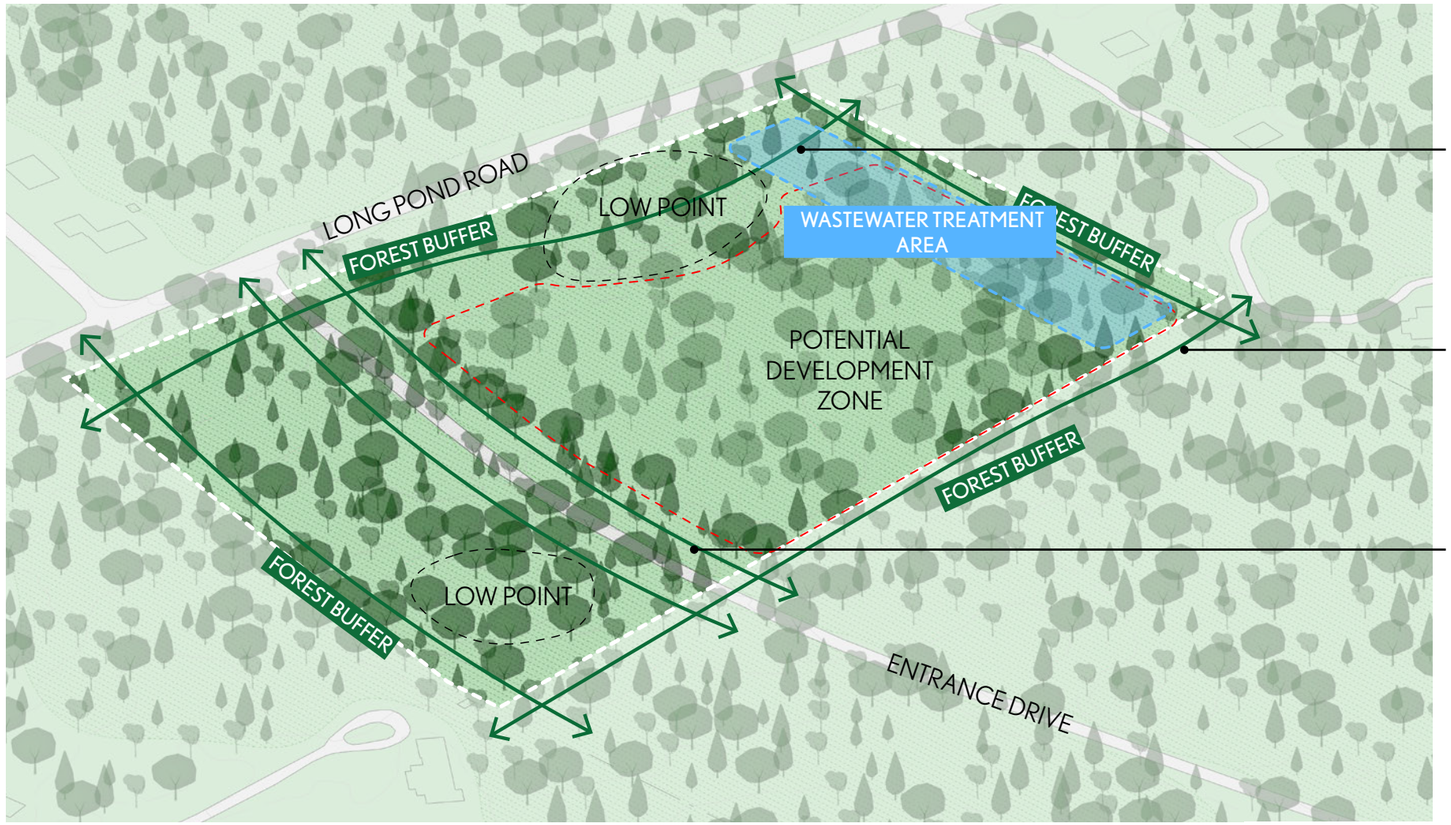
Area designated for housing accounts for wooded buffers and setbacks.

Example shows 44 units (88 bedrooms) within 10 acres adjacent to Long Pond Road.

Contemplates year-round, newly constructed, deed-restricted housing.

Parking areas are fully accounted for.

Wastewater treatment is envisioned within a maximum footprint of 1 acre.



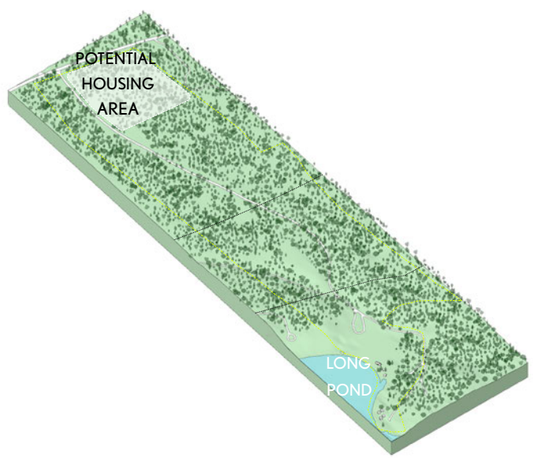
LOT EDGES - 150 FT SETBACK

LOT EDGES - 40 FT SETBACK

ENTRANCE BUFFER - 50FT SETBACK

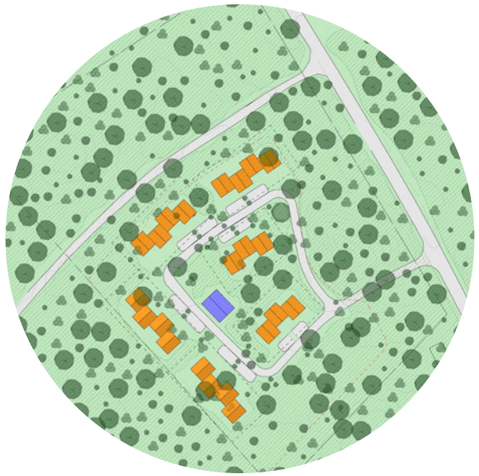
*considered setbacks are not an explicit zoning requirement

Malpet Farms, South Dennis, MA



POND PROPERTY - HOUSING ILLUSTRATIVE SCENARIO

Town Homes



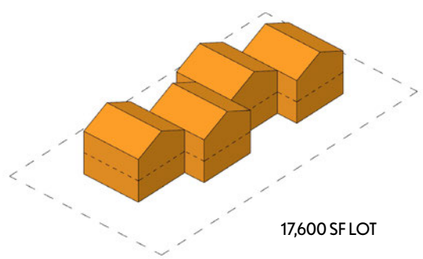
A low density configuration of town houses with group parking.

NEW BUILD YEAR-ROUND

MULTI-UNIT

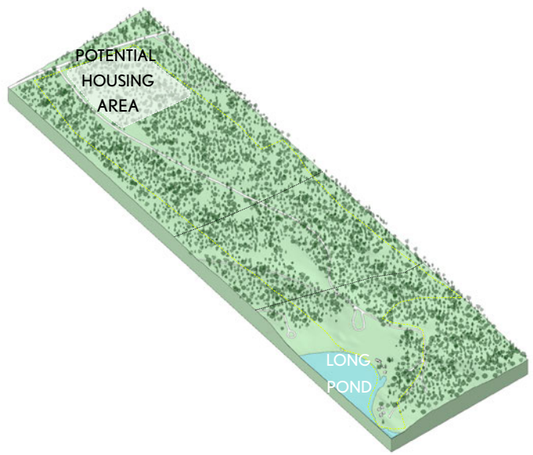
COMMUNAL AMENITIES

UNIT COUNT	**44 UNITS**
BEDS	**88 TOTAL BEDS**
UNIT SIZE	**1000 sf town homes**
SHI	**44 UNITS**
PARKING	**66 GROUP**
PERCENT BUFFER ZONE *of Housing Designated Area	**59%**



17,600 SF LOT

Malpet Farms, South Dennis, MA



POND PROPERTY - HOUSING ILLUSTRATIVE SCENARIO

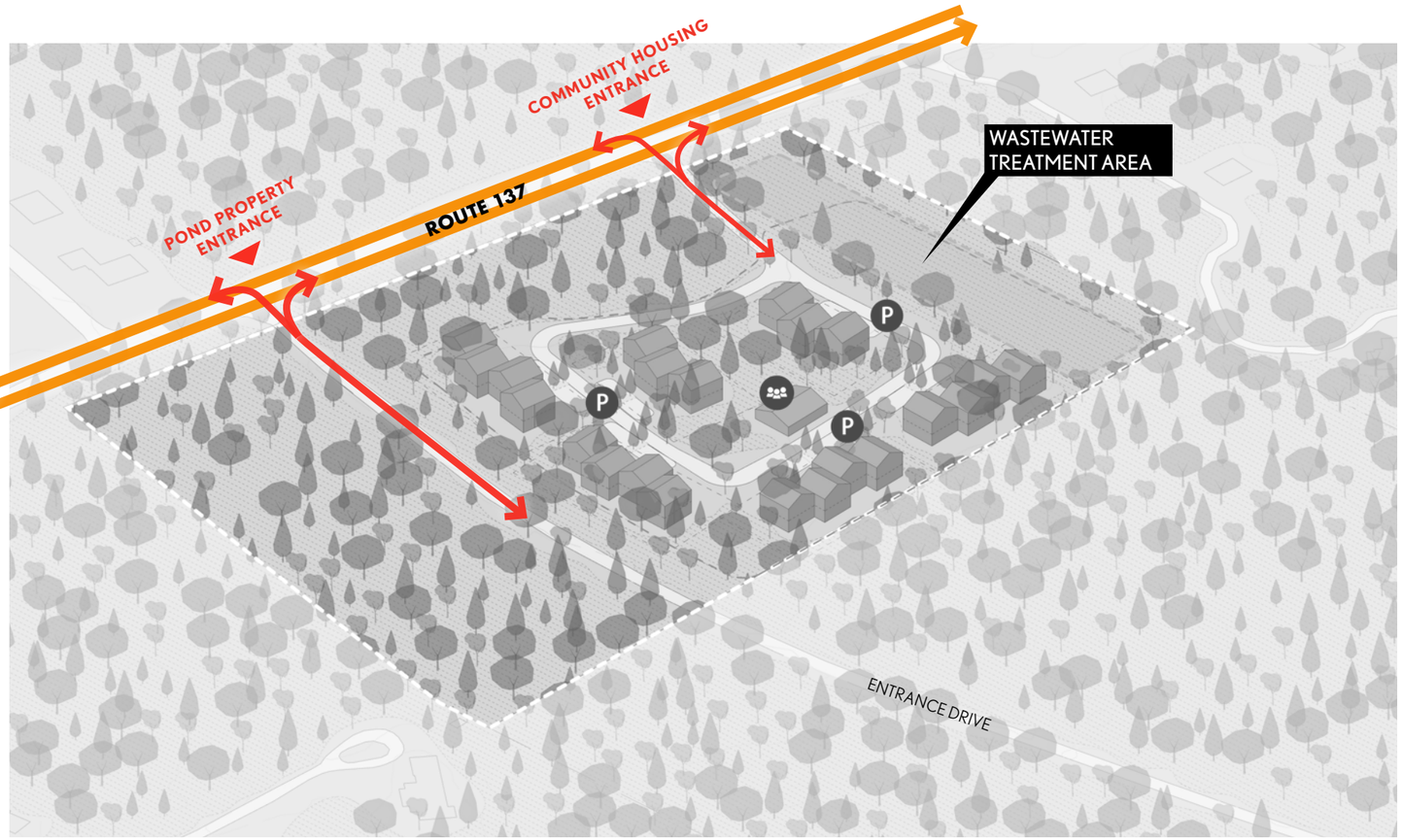
Town Homes

- The housing scenario is illustrative and for diagrammatic purposes only.
- There will be opportunities for community input through the design process.
- Before design, a feasibility study will be undertaken to confirm housing and wastewater treatment are feasible here, to outline related site opportunities and constraints, and to identify overall project goals.

POND PROPERTY - PRELIMINARY TRAFFIC STUDY

- Beach and trail access, Mass Audubon programming, and housing are not anticipated to contribute to any traffic complications on Route 137.

- There would be two separate entrances off of Route 137 – one for community access including use of the trails and beach, and another for the new housing development.



WHY IS THE POND PROPERTY A GOOD LOCATION FOR COMMUNITY HOUSING?

Key Considerations

LOCATION

The10-acre zone for proposed community housing is adjacent to existing residential areas.

WASTEWATER TREATMENT

Wastewater treatment is needed in this area and any such systems could be relatively easily integrated into adjacent neighborhoods in the Herring River and/or Pleasant Bay watersheds to help meet the Town's nitrogen mitigation requirements.

ACCESS TO PUBLIC TRANSIT

Route 137 has an existing CCRTA bus route. New stop could easily be added, similar to Brewster Woods and Serenity apartments on Route 124.

TRAFFIC

Housing would not present traffic complications.

TIMELINE

Housing feasibility study, design and construction can be done on a relatively quick timeline (4-6 years).

HOW WOULD COMMUNITY HOUSING BE PURSUED ON THE POND PROPERTY?

Public/ Private Partnership with a Developer

How does the process start?

The first step would be a housing feasibility study. At the same time, the Town would work through conceptual design for the wastewater treatment facility.

How does a public/private housing partnership work on Town Property?

Typically, Brewster would issue a Request For Proposals (RFP) providing general parameters for potential development. The Town would then enter into a land disposition agreement and long-term lease with the selected developer. The developer would be responsible for permitting, funding, building, and managing the housing.

Would the community have input on the design of the housing and site?

Yes, the community would have input during the formation of the RFP and would also be able to comment during the permit hearings. The RFP would provide guidance, identify preferences, and create design criteria for the developer.

HOW WOULD COMMUNITY HOUSING BE PURSUED ON THE POND PROPERTY?

Public/ Private Partnership with a Developer

How would the proposed community housing be funded?

Constructing new community housing is usually done through a public/private partnership where the developer is responsible for securing funding. In similar affordable housing circumstances like Brewster Woods or Spring Rock Village, Brewster has provided land, obtained grants, and contributed both Community Preservation Act (CPA) and Affordable Housing Trust funds.

How long would it take to permit, design, and build housing and wastewater treatment?

Approximately 4-6 years. Wastewater treatment construction would occur prior to housing construction.

Would all the units be affordable and included on the Subsidized Housing Inventory (SHI)?

Yes

HOUSING GOALS

Meeting the Goals of the Brewster Housing Production Plan 2022 - 2027

- Increase and diversify year-round housing options in Brewster for a range of income levels and housing types

- Prevent displacement of current residents and facilitate housing mobility for households looking to move within or into Brewster.

- Align development with the principles of the Town's Local Comprehensive Plan/Vision Plan. This includes balancing housing goals with protection of the natural environment.

- Continue to build capacity to produce housing through staffing, funding, regional partnerships, advocacy and education, and relationships with nonprofit and for-profit developers.

POND PROPERTY

PARTNERSHIPS

Brewster Conservation Trust

Amount pledged for Pond Property: At least $1 million

Partnership includes:

- Conservation restriction on 56 acres (85% of site) to preserve and protect this portion of the property, recognizing that the remaining 10 acres are designated for community housing and wastewater treatment

- Trail connectivity to Long Pond Woodlands

Mass Audubon

Amount pledged for Pond Property: $1.5 million

Partnership includes:

- Conservation restriction on 56 acres (85% of site), recognizing that the remaining 10 acres are designated for community housing and wastewater treatment
- Affirmative rights to provide nature-based educational programming

Possible programs:

- Small seasonal day camps
- Adult nature study workshops
- Field trips for Wellfleet Bay camp
- Afterschool programs
- Guided walks
- Kayak trips
- Partner with Recreation Department on kids programming

MASS AUDUBON

How would the partnership work at the Pond Property?

Would there be membership costs to residents?

No membership costs to access any portion of the properties.

What parts of the property would not be accessible to the public?

Public Access would only be restricted on the westernmost point of the property adjacent to Long Pond (approximately 1.5 acres) when Mass Audubon has programming for children (primarily during the summer months).

What would the Town be paying for and would the Town be receiving any of the fees collected for Audubon programs?

The Town would be paying for all property improvements and would maintain the property. Mass Audubon would contribute $1.5M to help cover a portion of the $6M acquisition cost of this property. The Town would not receive any additional compensation. Mass Audubon would provide input on establishing nature trails and technical expertise on ecological management/design of the property.

Where would Mass Audubon's pledge money be applied?

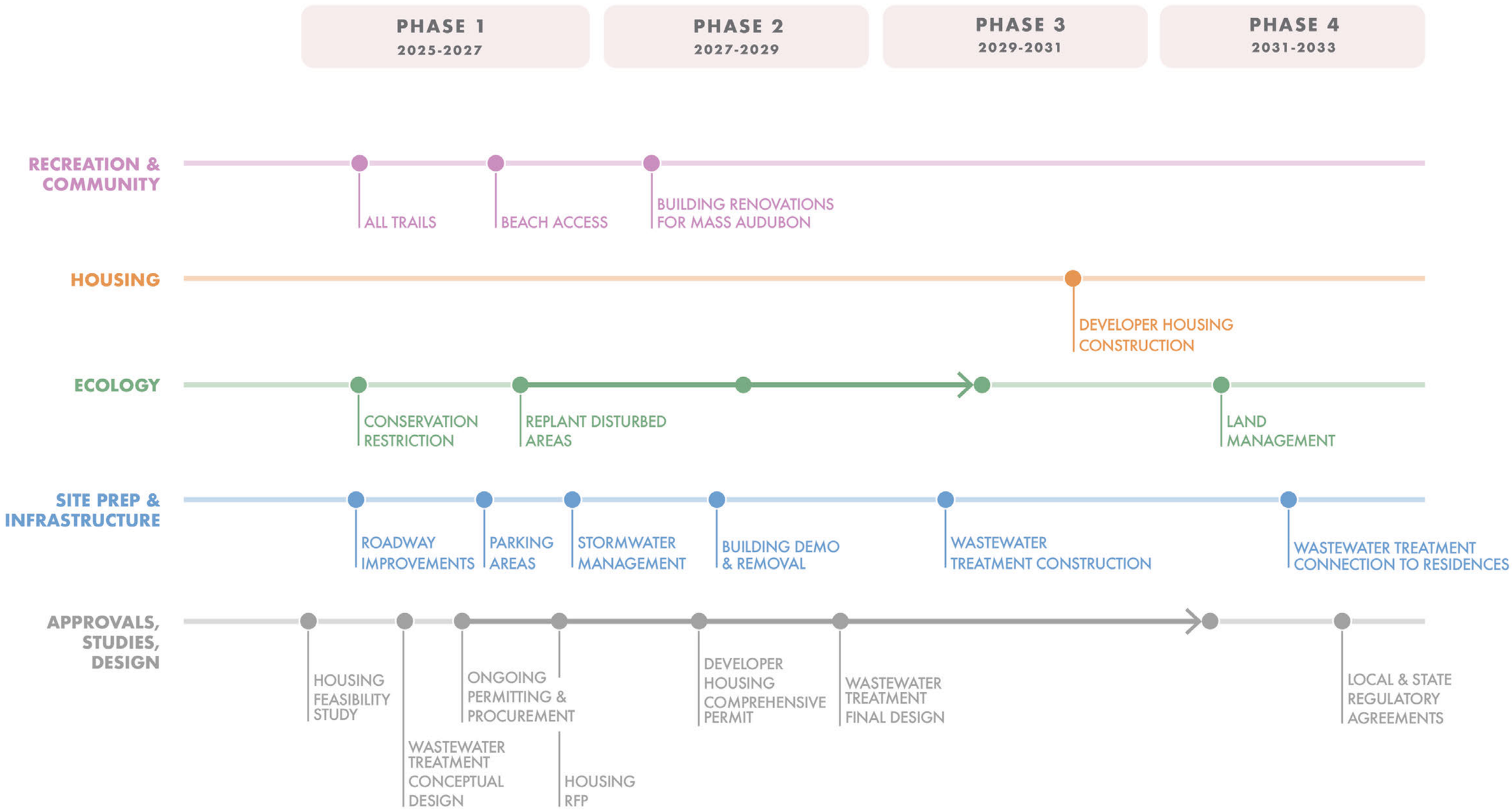
It would be applied to reduce the Town's remaining obligations to pay for purchasing this property. After accounting for BCT and Mass Audubon's $2.5+M combined contributions and previous Town appropriations, only about $750,000 of the acquisition cost remains to be financed.

POND PROPERTY

PHASING

POND PROPERTY DRAFT PHASING

Target 2025 - 2033



POND PROPERTY DRAFT PHASING

Phase 1 (Target 2025-2027)

APPROVALS, STUDIES, DESIGN

Wastewater Infrastructure Conceptual Design

Community Housing Feasibility Study

Ongoing permitting and procurement

Housing RFP

SITE PREP & INFRASTRUCTURE

Improved gravel drive

Parking areas, ADA Parking and Drop off Zone

Required Infrastructure including stormwater management, as needed

HOUSING

RECREATION & COMMUNITY USE

Trail improvements, new trails, ADA accessible path

Beach and related amenities

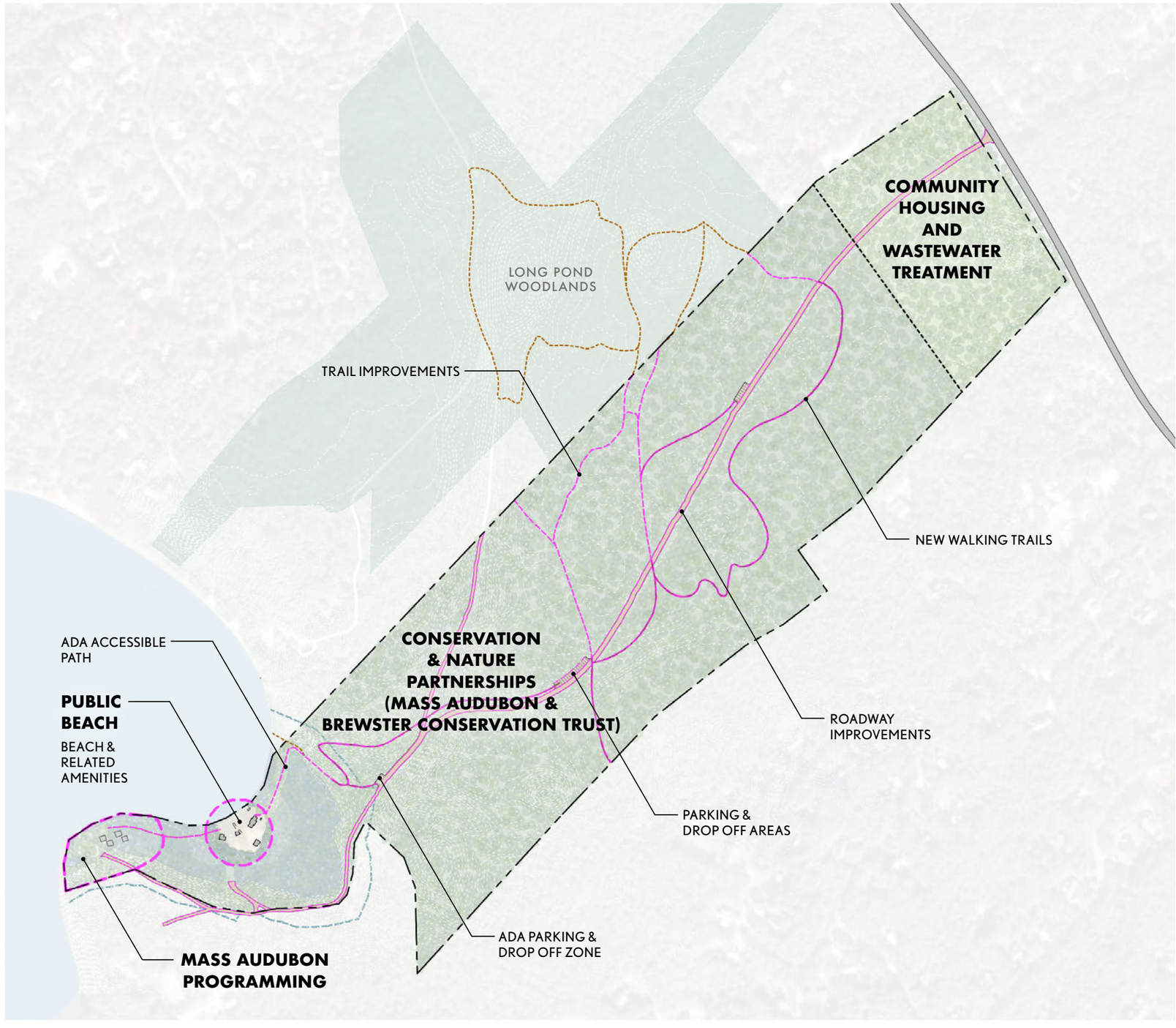
ECOLOGY

Conservation Restriction

Replant disturbed areas

PHASE 1 TOTAL COST:

$2,300,000



POND PROPERTY DRAFT PHASING

Phase 2 (Target 2027-2029)

APPROVALS, STUDIES, DESIGN

Developer Housing Design & Comprehensive Permit

Wastewater Treatment final design

Ongoing permitting and procurement

SITE PREP & INFRASTRUCTURE

Building Demo & Removal

HOUSING

RECREATION & COMMUNITY USE

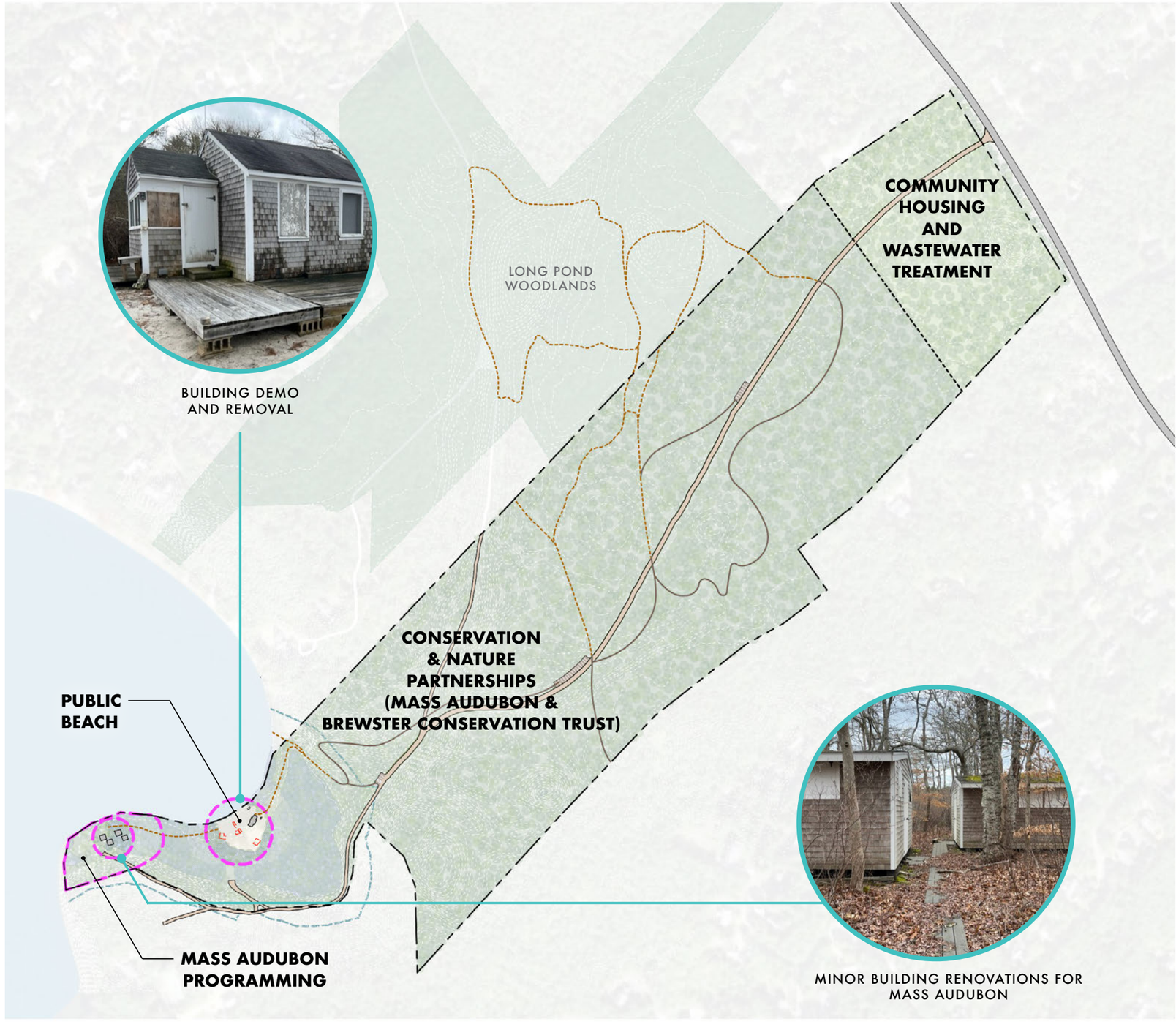
Minor building renovations for Mass Audubon

ECOLOGY

Replant disturbed areas

PHASE 2 TOTAL COST:

$500,000



POND PROPERTY DRAFT PHASING

Phase 3 (Target 2029-2031)

APPROVALS, STUDIES, DESIGN

Ongoing permitting and procurement

SITE PREP & INFRASTRUCTURE

Wastewater Treatment Construction

HOUSING

Developer Housing Construction

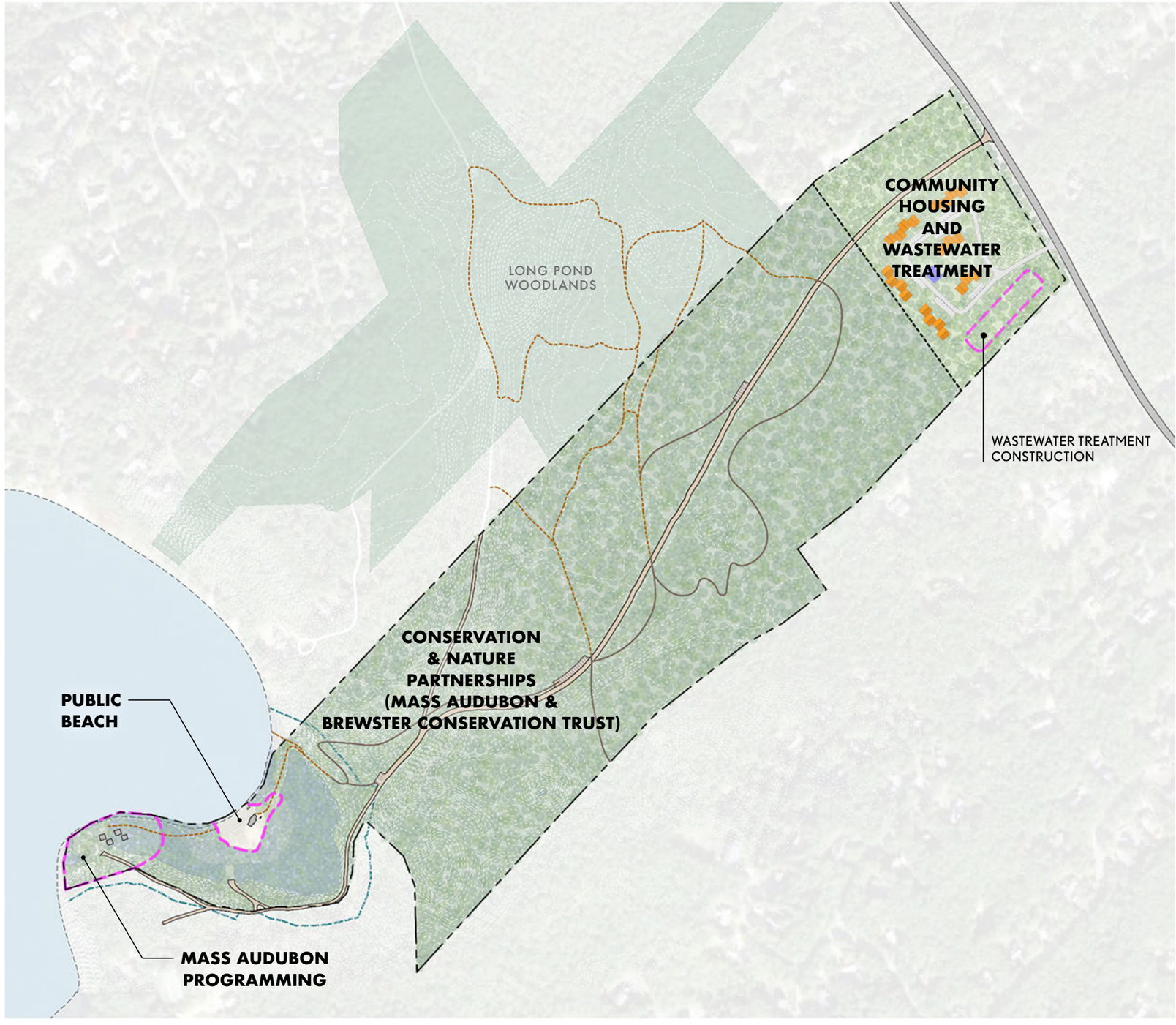
RECREATION & COMMUNITY USE

ECOLOGY

Replant disturbed areas

PHASE 3 TOTAL COST:

$4,500,000



POND PROPERTY DRAFT PHASING

Phase 4 (Target 2031-2033)

APPROVALS, STUDIES, DESIGN

Ongoing permitting and procurement

Local and state regulatory agreements

SITE PREP & INFRASTRUCTURE

Wastewater Treatment Connection to Surrounding Residences (TBD)

HOUSING

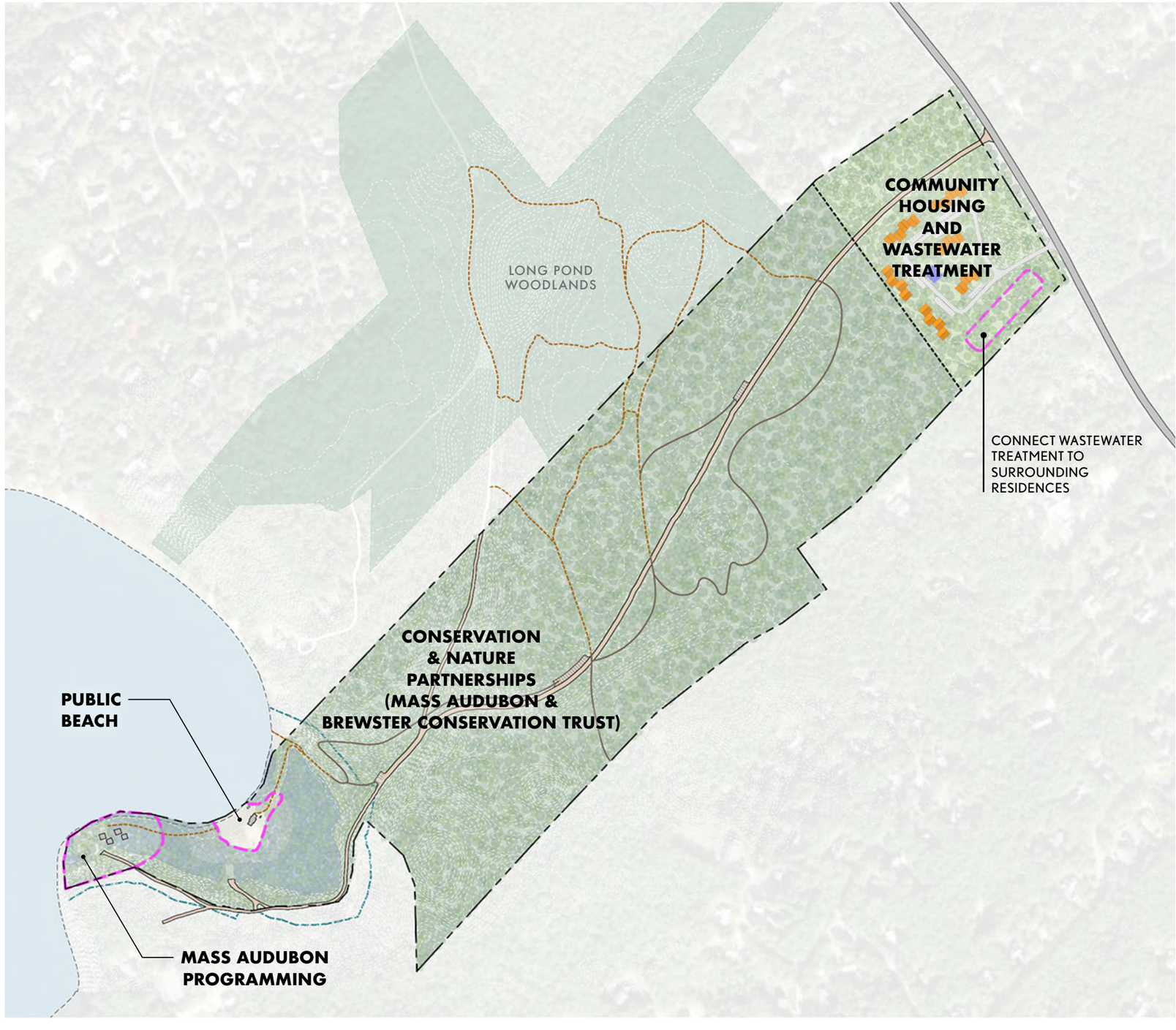
RECREATION & COMMUNITY USE

ECOLOGY

Land management

PHASE 4 TOTAL COST:

$TBD



Town of Brewster

2198 Main Street
Brewster, MA 02631-1898
Phone: (508) 896-3701
townmanager@brewster-ma.gov

Office of:

Select Board
Town Manager

MEMORANDUM

TO: Sea Camps Advisory Committee
FROM: Peter Lombardi, Town Manager, Donna Kalinick, Asst Town Manager and Griffin Ryder, Town Engineer & Project Manager
RE: Sea Camps Capital Articles Project Plan & Status Updates
DATE: April 6, 2026

The following are status updates, including next steps, on the Sea Camps capital projects that were approved at the Special Town Meeting on November 17, 2025. The projects are broken down by Parcel and, for the Bay Property, by category of work (Infrastructure, Amenities, or General). Timeline assumptions for items identified in this memo but not yet been funded assume such approvals are secured at future Annual and Special Town Meetings. If funding is not approved at future Town Meetings, the timelines will be revised accordingly. The Sea Camps Project Team will provide regular updates to the Committee on these capital projects as we continue to work through further planning and implementation.

Bay Property Infrastructure

- **Water Main Replacement Design & Construction**
  - A contract with EDR for design has been executed.
  - EDR is actively working on design development, including an alternatives analysis to select the preferred design option/route. The Project Team is meeting bi-monthly with the Design Team.
  - Design duration will be approximately 6 months.
  - One Stop grant submitted through the MA Coastal Zone Management on March 26, 2026. The State extended the deadline by one week due to some issues with the online application platform. The project scope for the grant is attached. Grant awards are expected to be announced in Summer 2026.
  - Town is working with legal counsel regarding the new water main across Spruce Hill which is protected conservation land under Article 97 of the MA Constitution due to the funds that were used to originally acquire that property. We hope to meet with state officials from EEA this week to get

clear guidance on the required process. Worst case, it may take 2+ years to secure necessary state approvals.
    - In order for construction to start in the fall, regardless of the grant award, a funding article is being brought to Town Meeting for $100k to start purchasing materials for installation. At their April 3, 2026 meeting, the Water Commissioner's voted to recommend this $100k warrant article funded from the Water Department Retained Earnings to the Select Board. If the grant is awarded to the Town, then this money would be returned. If the grant is not received, then another article to complete the funding would be brought to the Fall 2026 Special Town Meeting.
    - **Construction** is still planned to start in **Fall 2026,** regardless of the grant award. The timeline for construction for the full project will be developed once more information regarding the potential Article 97 transfer process is determined with the State.
- **Phase I Building Demolition**
    - The Town awarded the Building Remediation Contract to KN Environmental, Inc. from North Attleborough, MA after an Advertised Quote process resulted in the Town receiving 6 quotes on February 19, 2026. KN Environmental started the remediation work on April 6, 2026, and expects to be complete within 1-2 weeks. Work is anticipated to be completed prior to April vacation week which starts on Monday April 20, 2026.

- **Phase II Building Demolition**
    - We now plan to pool capital appropriations for demolition from Fall 2024, Fall 2025, and Fall 2026 to create a single larger project, which includes the demolition of all the buildings to be removed and associated utility and septic system work, to encourage more qualified contractors, potentially from off Cape, to bid on the larger project.
    - Following the completion of the Phase I Building Hazardous Materials Removal, this work would be designed and bid out in Fall 2026.
    - EDR has provided a contract for this work which is currently under review by Town staff.
    - **All Phase I and II Demolition** work is anticipated in **Winter 2026/2027**.
    - The final building inventory of buildings to be demolished has been completed and reviewed by the Committee.

- **Dune Restoration**
    - The Town executed a contract with Weston & Sampson for design.
    - The Project Team and Design Team have been meeting bi-monthly.

- **Grant submission** was made on March 26, 2026. The scope for the grant is attached.
- **Dune Restoration**, contingent upon award of the grant, would be conducted in **Winter 2026/2027**.
- Dune Restoration scope and grant has been complicated by the damage done to the sturdy fence/dune in the blizzard.

- **Nature Center, Boathouse & Overflow Beach Parking Design**
  - The Town executed a contract with Weston & Sampson to assist with the final design of the new parking lot.
  - The Town Engineer in conjunction with Weston & Sampson has developed the initial concept(s) for the parking design to support the Nature Center, Boathouse & overflow First Light Beach parking. These concepts are attached for your review and comment.
    - Concept 1A – 54 parking spaces
    - Concept 1B – 42 parking spaces
  - Following the selection of the preferred concept, the concepts will be advanced by the Weston & Sampson design team to develop final design and construction documents.
  - **Design and Permitting** is anticipated to be completed prior to STM in **Fall 2026**.
  - **Construction** is planned for **Spring 2027**.

- **Fiber Optic Improvements**
  - The Town has submitted a Community Compact Information Technology grant for the installation of a fiber optic loop at the Bay Property. This new infrastructure will connect to the Main Administration Building, the Arts Center, the Pool maintenance building, a potential new Community Center, a potential new Nature Center, the Community Boathouse, the Maintenance Building and the Dining Hall.
  - The grant award is anticipated to be issued in the next few months.
  - This work will create a more robust internet connection for these buildings at the Bay Property and would also allow for the security system(s) at the Bay Property to be tied into the Town's main security system.
  - Construction is anticipated to be conducted in the Fall 2026 or Winter 2026/2027 dependent upon the grant award.

Bay Property Amenities

- **Community Center Study**
  - Town Administration has presented a scope of work for the RFP to choose a consultant to assist with this study twice to the SCAC. The RFP has been

updated based on committee feedback and input from Icon Architecture, Inc. and Bargmann Hendrie + Archetype, Inc. and with assistance from our intern from Harvard's Kennedy School of Government.
    - The Public Use & Access sub-committee met on April 1, 2026 to review and discuss the RFP. The RFP has been revised to address the sub-committee's review comments.
    - Once a consultant has been contracted, the study is anticipated to take about 1 year to complete (likely **Summer 2027**).

- **Tennis Courts**
    - The Town has executed a contract with Weston & Sampson for design and permitting of the Tennis Courts. The Town has also entered a contract with Weston & Sampson to do some soil borings on the current tennis courts in order to determine their re-use as pickleball courts. The borings are scheduled to take place in the end of April.
    - The initial tennis court design is anticipated to be shared with the SCAC at your May meeting and the area will be staked out at that time.
    - **Design and Permitting** is anticipated to be completed in the **Summer 2026**.
    - The Recreation Department has done initial research and contact with USTA for potential grant funding for the tennis courts; applications are accepted on a rolling basis and review usually takes about 2 months. **We anticipate submitting a grant application in May/June.**
    - **A CPA application would be submitted by July 1, 2026** for consideration at Fall 2026 STM**.**
    - **Construction** is anticipated in **Spring 2027**.

<u>Bay Property General Improvements</u>

- **Workforce Housing Improvements**
    - The Town is still working to hire someone to assist in developing bid documents for interior renovations of the Main Administration Building and the general (interior and exterior) renovations for the Westcott House.
    - **Main Administration Building Renovations** are anticipated to be completed in **Fall 2026 or Winter 2026/2027**.
    - **Westcott House Renovations** are anticipated to be done in **Winter 2026/2027.**
    - If Town Meeting accepts the Seasonal Communities designation in May, the Town may apply for state grant funding this summer to cover the cost to replace the existing cesspool with an Innovative/Alternative septic system for these units.

Pond Property Improvements

- **Initial Design & Permitting**
    - The Town has entered a contract with EDR to draft and submit a Request for Determination of Applicability (RDA) with the Conservation Commission to establish the wetland flagging for future design purposes and to formalize maintenance activities for the beach and point areas to allow more use of those areas by the general public and Mass Audubon programming.
    - The RDA was submitted on April 1, 2026. **The RDA is scheduled to be on the agenda for the Conservation Commission meeting on April 21, 2026.**
    - Following the RDA, the initial design and permitting activities will commence, including development of a more detailed Notice of Intent (NOI) for the more involved trail and stormwater enhancements.
    - **Construction** of the Pond Parking, Drainage Improvement, Building Demolition, and Trail Work is planned for **Spring 2028**.

Bay & Pond Property Maintenance Activities

- Town staff is working to install concrete bollards at the accessible parking area at the pool. A sketch of the locations of the bollards is attached. We are waiting for a quote for the work. This work is anticipated to be less than $10k.
- The February Blizzard caused large scale damage to the sturdy fence and dune as well as causing many downed tree/limbs. The sturdy fence has been removed and disposed of. DPW, DNR and Facilities staff with assistance from AmeriCorps performed a sweep of the property to remove downed trees and branches following the storm. DPW will conduct another round of clean up on the property prior to Brewster in Bloom activities.
- Town staff is meeting on April 13, 2026 to review and determine the location to install sand fencing at First Light Beach to protect the dunes that have recently had some erosion. DPW will install the sand fencing.
- DPW will also be installing split rail fencing in the parking area of the front field at the Bay Property in advance of the summer recreation program. The split rail fencing will take the place of the majority of the stake and rope that has been used in previous years.
- Repairs have been made to the roof mounted solar arrays at the Pool Pavilion and the Dining Hall to repair the meters and the ability to track the performance data of the systems. Both systems are fully operational.

Closing Comments

As we continue to work through these planning activities, we may revisit some of these timeframes based on project coordination, staff capacity, funding availability, and operational impacts to the Bay Property since taking all of these on might not be practically feasible. We also need to consider that weather may limit our ability to complete all anticipated work based on this winter's weather.

For example, we are planning to undertake the following work next offseason (Fall 2026 through Spring 2027):

- Water Main Replacement
- Building Demolition (~40 structures + associated utilities)
- Dune Restoration
- New Parking Lot Construction
- New Tennis Court Construction
- Westcott House Renovations
- Administration Building Renovations
- Fiber Optic Loop Installation

Town has also included general engineering support services in our contract with Weston & Sampson to coordinate the logistics and timing of these various projects, including but not limited to standing monthly meetings and assistance with relevant grant applications.

Application Information

Grant Application Title
First Light Beach Dune Restoration
Municipality
BREWSTER
County
Barnstable
Summary of Proposed Work
First Light Beach is located on the town-owned 55-acre Bay Property that stretches from Rt. 6A to Cape Cod Bay. After purchasing the Bay Property, formerly the Cape Cod Sea Camps summer camp, an extensive public engagement process resulted in the development and approval of a comprehensive plan that proposes removal of aging and threatened infrastructure in the coastal resource zone, and development of significant public amenities for the site, including a new public beach, coastal dune restoration, walking paths, a potential community center, and an Audubon Nature Center. This project begins to bring the vision embraced by Brewster residents and taxpayers to reality. The dune enhancement/restoration will include the removal of aging infrastructure, tennis courts and ancillary fencing and other infrastructure that is now located in the coastal dune environment and plan for future retreat. See Figure 1 (Attachment A) for site location.
Grant Primary Contact
Griffin Ryder
Grant Start Date
10/1/2026
Grant End Date
6/30/2027
Total Amount Requested
$355,600.00
Grant Phase
Evaluation
Grant Submission Date
3/26/2026

Application Information

Grant Application Title
Relocating a Threatened Coastal Water Main for the Brewster Sea Camps Bay Parcel and surrounding neighborhoods
Municipality
BREWSTER
County
Barnstable
Summary of Proposed Work
Brewster is seeking funding to relocate an aging coastal water main from within a dune farther inland. The new water line will be strategically positioned away from the eroding shoreline. The new system will connect in two locations and provide upgraded service on Flying Mist Lane. The urgency of this project is underscored by the fact that the existing water main has already suffered two major breaks within the dune system and required cutting and capping and creating a dead-end water main. A third area is at risk of failure, threatening the water supply of an entire neighborhood. Engineering designs and permitting for this project are underway, with a scheduled completion date of June 30, 2026. The Town's Water Department is prepared to construct the new looped water main, which will ensure a more resilient water supply and fire protection, will benefit the Brewster Sea Camps parcel and Mass Audubon Nature Center, and the residents who receive a newly upgraded water service.
Grant Primary Contact
Griffin Ryder
Grant Start Date
9/14/2026
Grant End Date
6/30/2028
Total Amount Requested
$588,813.06
Grant Phase
Evaluation
Grant Submission Date
3/26/2026

Town of Brewster

2198 Main Street
Brewster, MA 02631-1898
Phone: (508) 896-3701
Fax: (508) 896-8089

Office of:

Select Board
Town Manager

MEMORANDUM

TO: Brewster Select Board
FROM: Kathy Lambert & Griffin Ryder
RE: FY26 Massachusetts Municipal Fiber Grant Application
DATE: March 27, 2026

The Municipal Fiber Grant program is a competitive grant program that supports the closing of critical gaps that exist in municipal networks. The application period for the FY26 municipal fiber grant program opened on March 2, 2026 and closes on **April 2, 2026 at Noon**.

In 2015, the Town of Brewster built a municipal fiber network between eight locations located in close physical proximity along the north side of town. In FY24 the Town received a community compact grant for **$194,109** to run aerial fiber optic cabling from the previous terminus at Underpass Road to the Cape Cod Sea Camps Bay Parcel, Captain's Golf Course and the Brewster Water Department. This aerial work is currently underway and anticipated to be completed in the next month or so. We are proposing to apply for the maximum grant award of **$250,000** in order to extend and build out the existing network with an underground fiber optic loop at the Bay Parcel.

Town staff are in the process of working with the engineering firm, EDR, on the layout for the underground cabling work (in conjunction with the water main design work that is also underway) and coordinating the project with Comm-Tract Corp. Comm-Tract Corp is a municipal fiber optic installer that is on the Massachusetts Operational Services Division State Contract ITC71: Security, Surveillance, Monitoring, and Access Control System. In coordinating and pricing the work with Comm-Tract it was identified that there could be savings by the Town performing the trenching work in-house. The Town will continue to work with EDR and Comm-Tract to reduce the cost of the project to or below the maximum grant award of $250,000 so therefore the obligation of the Town would be reduced and limited to the 5% match which would be provided through in-kind services.

The Bay Parcel has a network of wireless routers that have been patched together over the years and does not have a security system connected with the rest of the Town properties. This grant will provide for the installation of an underground fiber loop that

will boost the network capabilities at the site and allow for connecting security and access control systems.

We respectfully request that the Select Board vote to authorize the submission of an application for **$250,000** under the above-referenced grant program for FY26.

Town of Brewster
Scope of Work ITC 71
Fiber Optic Municipal Area Network
Sea Camps – Campus Fiber – Underground Network

Prepared by:	Comm-Tract 235 Summer Road Bldg. 4 Boxborough, MA 01719	Contact: Telephone: Email:	Bryan Hopkins (781) 890-5070 x6952 bhopkins@comm-tract.com
Date:	March 26th 2026		

Bid No.	Brewster FMAN – Sea Camps V.04
SPIN:	143008129
ITC 71:	VC 6000166632
FCC Registration:	0024175408

Bill To:		**Ship To:**	
Company:	Town of Brewster	Company:	Town of Brewster
Address:	2198 Main Street Brewster, MA 02631	Address:	Sea Camps 3057 Main Street Brewster, MA 02631
Contact Name:	Kathy Lambert	Contact Name:	Kathy Lambert
Phone:	(508) 896-3701 x1131	Phone:	(508) 896-3701 x1131
Fax:		Fax:	
Email:	klambert@town.brewster.ma.us	Email:	klambert@town.brewster.ma.us

Description of Work

The Scope of Work (SOW) that follows was developed with information as provided by the Brewster IT Department personnel and this information has been supplemented by field site surveys conducted by Comm-Tract engineers and Sea Camp personnel.

Comm-Tract will provide and install the following underground fiber optic campus area network for the Brewster Sea Camps.

A. Campus Sites – 3057 Main Street:

1. Main Building - Interim Recreational Center – Network Hub for the Campus
2. Arts Center
3. Pool Pavilion
4. New Community Center and COA
5. Nature Center (Future) – current Shooting Range Building
6. Community Boathouse
7. Maintenance Building
8. Dining Hall

Comm-Tract Corp
235 Summer Road Bldg. 4
Boxborough, MA 01719
(781) 890-5070
bhopkins@comm-tract.com

Town of Brewster
Scope of Work ITC 71
Fiber Optic Municipal Area Network
Sea Camps – Campus Fiber – Underground Network

B. Overview of the Project:

1. The campus network design is a 96 count Single-Mode Fiber (SMF) backbone through the campus, with 12 count lateral connections to the buildings as listed above.
2. A new underground conduit system will be installed with 2" HDPE in a ring design around the campus with entrance conduit into the seven (7) sites as listed above. This will provide the necessary pathways for the fiber optic installation including the fifteen (15) 26" by 36" hand holes that provide access to the respective buildings for the main splice points (MSP's).
3. All remote sites listed above will have one (1) new 12 strand count SMF to be installed through the existing lateral underground conduit, and/or aerial attachment to the sites. (SC/PC)
4. The new Campus Network Hub will have one (1) new high density fiber housing with six (6) new 12 count SC/PC coupler termination panels installed.
5. All work will be fully complete including all fiber splicing at the pole location for the fiber lateral into the building, the fiber entrance cable, the fiber termination panels, the connectors, and all other materials for a complete and fully functional fiber termination in the communications room of each individual site.
6. The fiber optic campus area network's passive optical design is designed to support transmission of all communications applications on the network including voice and data, security systems, surveillance systems, audio visual, systems, wireless edge applications, public safety alarm and radio frequency transmissions, extended LAN networks, building control systems, SCADA applications and all other communications systems.
7. fiber optic municipal area network's passive optical design will accommodate all types of wireless, and/or Ethernet connectivity for future additional requirements on the core network.
8. on panel.
9. Both the backbone and lateral fiber cables will be field terminated using SC/PC single-mode (SM) connectors.
10. All backbone fibers throughout the network will be fusion spliced.
11. All optical testing will conform to industry standards.
12. The customer shall receive OTDR traces and Power Meter Test results at both 1310nm and 1550nm.
13. All test data will be compiled in electronic copy.

C. Notes:

1. Fiber strand assignments will be determined jointly with Brewster IT personnel prior to installation of the sites.
2. Pricing assumes access to the campus area, roads, and parking lots is not restricted in any way, and Comm-Tract will have free and clear access for installation purposes of the underground conduit system and the fiber optic cable.

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Boxborough, MA 01719
(781) 890-5070
bhopkins@comm-tract.com

3. Pricing assumes the Customer would utilize existing location agreements with the carrier and/or utility for rights to the municipal space on the poles for the route(s) for the fiber to the entrance of the Sea Camps and has free and clear access to the land that will be used for construction of the new underground conduit system.
4. Pricing assumes the project is installed in one deployment. The first stage is the underground conduit installation, and the second stage is the fiber optic installation. Should any site(s) not be ready for installation and require return trip(s) additional costs may apply.
5. Customer is responsible for providing trash receptacle for non-hazardous waste disposal of fiber cable scrap, wooden fiber reels, and corrugated shipping boxes at the staging site at the Sea Camps, or other suitable facility in the Town.
6. Customer is responsible for their Police Department providing adequate Police Details to support the installation work by Comm-Tract. Should such Police Details not be available and cause interruption or delay of the installation work, Comm-Tract may delay the scheduled work, and/or pass through the costs of the trucks, crews, and equipment that are deployed and unable to perform the scheduled work.

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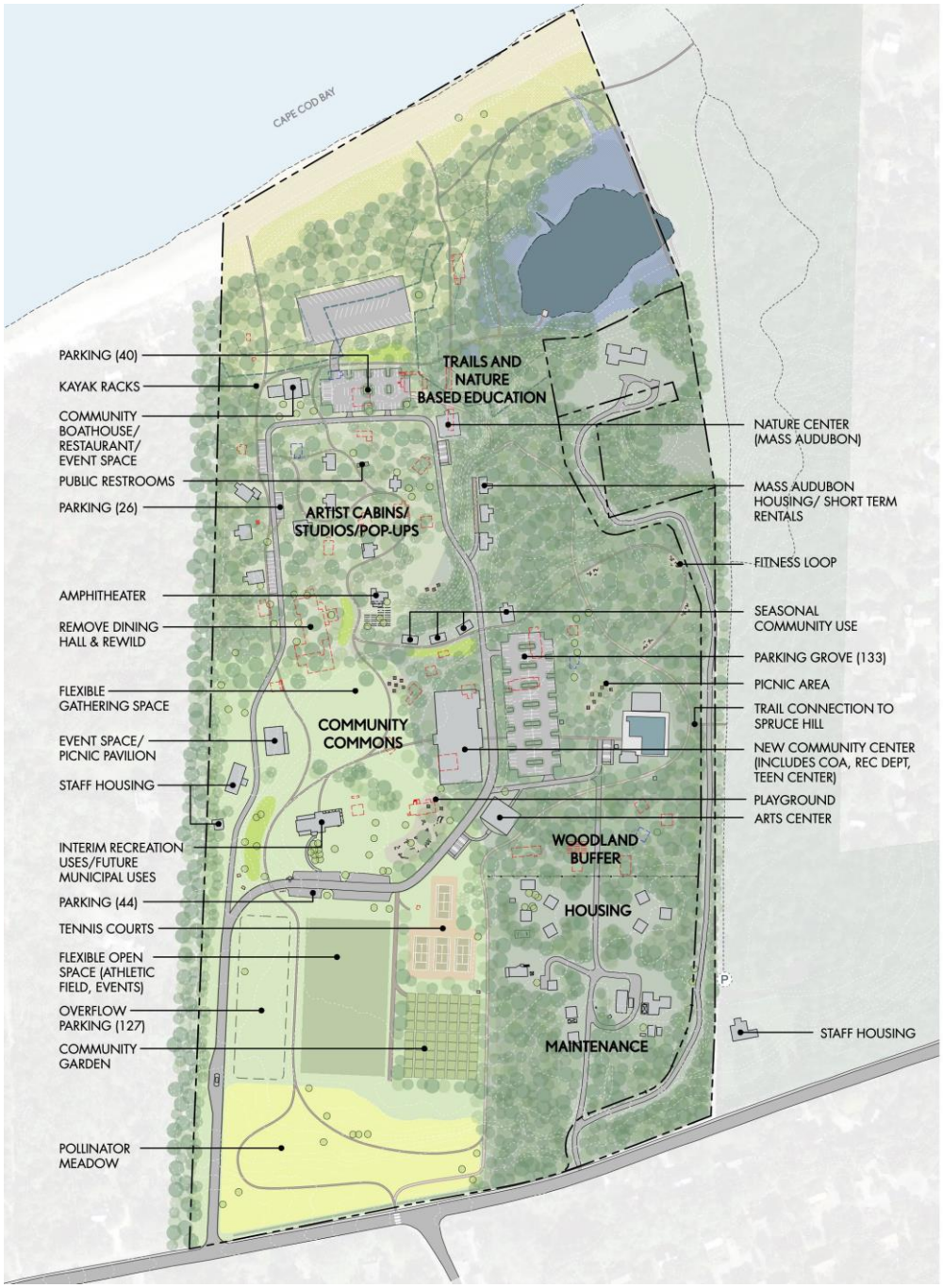
D. Overview Map – Campus Buildings: (Provided by the Town)



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Town of Brewster
Scope of Work ITC 71
Fiber Optic Municipal Area Network
Sea Camps – Campus Fiber – Underground Network

Bill of Materials and Labor Description

Qty.	Description - Fiber Optic Materials:	Segment	Total
5,040	96-Strand ALTOS Gel-Free SMF OS2 D/A	Fiber Optic Cable	$ 6,426.00
2,000	12-Strand ALTOS Gel-Free SMF OS2 D/A (Entrance)	Fiber Optic Cable	$ 1,080.00
1,148	12-Strand ALTOS Gel-Free SMF OS2 D/A	Fiber Optic Cable	$ 619.92
1	Splice Closure w/o Trays (144)	Splicing	$ 592.50
8	Splice Tray 12f (.2")	Splicing	$ 264.00
168	Fusion Heat Shrink	Splicing	$ 70.56
2	Fig 8 Clamps - Pole Attachment Units	Placement	$ 63.30
1	Slack Storage Unit	Placement	$ 84.26
1	Deadend	Placement	$ 52.50
1	2RU Rack Mount 2-Panel Rack Mount Housing	Termination	$ 345.00
6	1RU Rack Mount 2-Panel Rack Mount Housing	Termination	$ 1,716.84
14	Coupler SC Panel - 6 Duplex	Termination	$ 1,435.98
168	UniCam SC/PC Single-Mode Connector	Termination	$ 4,316.76
	Materials Sub-Total:		**$ 19,551.62**

Qty/Hrs	Description - Fiber Optic Labor:	Task(s)	Total
72	Fiber - UG Installation	Installation	$ 12,240.00
48	Fiber - Splicing - MSP's	Splicing	$ 7,680.00
24	Fiber - Lateral Entrance SMF Cables to Building MDF's	Installation	$ 4,080.00
16	MDF Building Terminations	Termination	$ 2,720.00
20	Logistics - Travel, etc.	Other	$ 3,400.00
180	**Labor Sub-Total:**		**$ 30,120.00**

	Total Fiber Optic Labor and Materials:		**$ 49,671.62**

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Qty.	Equipment - Fiber Optic:	Task(s)	Total
1	T-40 Bucket Trucks	Installation	$ 1,500.00
1	Splicing Vehicles	Installation	$ 450.00
	Equipment Sub-Total:		**$ 1,950.00**

	Sub-Total Fiber Optic Labor, Equipment, and Materials:		**$ 51,621.62**

Qty.	Description - Underground Conduit:	Segment	Total
5,094	3" PVC Conduit	Fiber Optic Cable	$ 17,664.68
15	3" PVC Conduit Misc Fittings/Kit	Fiber Optic Cable	$ 60.48
15	3" PVC Conduit - Handhole - Landscape Rated	Fiber Optic Cable	$ 19,354.84
	Underground Conduit System Materials Sub-Total:		**$ 37,080.00**

Qty/Units	Underground Conduit - Description of Labor and Tasks	Task(s)	Total
4,800	Conduit Trenching and Installation - Backbone:	Installation	$ 162,240.00
1,094	Conduit Trenching and Installation - Laterals to Buildings:	Installation	$ 36,266.10
9	Conduit Assembly and Connections:	Installation	$ 7,605.00
9	Underground Equipment	Installation	$ 2,047.50
	Underground Conduit System Labor Sub-Total:		**$ 208,158.60**

0	**Underground Conduit System - Total:**		**$ 245,238.60**

	Total Project Price:		**$ 296,860.22**

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Warranty Information - Technical and Compliance Notes:

The Comm-Tract provided warranty and technical compliance with design and installation standards information is provided below as associated with this scope of work.

- Comm-Tract is a certified provider and partner for the Manufacturer and provides a 25 Year Warranty.

- The 25 Year Warranty commencing on the date of an accepted installation by the Customer covers all Manufacturer's products and materials, and covers the repair, and/or replacement of all installed components including, but not limited to fiber cable, fiber connectors, fiber patch panels, fiber jumpers and patch cords, and other materials as installed.

- The repair and/or replacement of any component in the certified and approved network solution as provided and installed by Comm-Tract under the 25 Year Warranty is provided at no cost to the Customer over the period of the 25 Year Warranty.

- Comm-Tract adheres to the following design and installation standards relative to the scope of work as provided.

- BICSI Design and Installation Applicable Standards
- Telecommunications Industry Association (TIA) Applicable Standards
- Electronics Industry Association (EIA) Applicable Standards

- ANSI/TIA/EIA – 568 Standards
- ANSI/TIA/EIA – 569 Standards
- TIA/EIA 604 Fiber Optic Standards
- TIA-492 Fiber Optic Installation Standards
- TSB-149 Fiber Optic Workmanship Standards
- IEEE 802.3 Standards

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Pricing and Terms	
Customer agrees to the following payment schedule:	
30% Initial Payment upon Delivery of Materials:	$ 89,058.06
65% Payment upon actual Project Progress:	$ 192,959.14
5% Final Balance upon Completion:	$ 14,843.01

- The Project Price shall be subject to adjustment in the event of any mutually agreed upon written changes made to the Scope of Work.
- Prices are valid for 120 days.
- The Project Price does not include licensing of pole or underground facilities.
- The Project Price does not include police details.
- The Project Price does not include permitting if applicable.
- The Project Price includes the new underground conduit construction.
- The Project Price does not include any applicable taxes as the project is tax exempt.
- The Project Price includes shipping charges.
- The Project Price assumes access to each location is free and clear for installation and all sites are ready for installation under a single deployment. Should a site not be ready, and return trip(s) are required, additional charges will apply.
- Comm-Tract will perform during normal business hours – Monday through Friday, 7am to 3pm unless otherwise specified in the Description of Work.
- Customer hereby agrees to the terms and conditions set forth in the Scope of Work by signing below or issuing a Purchase order referencing this Scope of Work.
- This Scope of Work is governed by the terms and conditions of the Commonwealth of Massachusetts state blanket contract.

Site Surveys, Design and Engineering:	Included
Fiber Optic Materials:	$ 19,551.62
Fiber Optic Labor:	$ 30,120.00
Fiber Optic Trucks, Equipment, Logistics:	$ 1,950.00
Certification and Warranty:	Included
Total	$ 51,621.62

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Scope of Work ITC 71
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Site Surveys, Design and Engineering:	Included
Underground Conduit Materials:	$ 37,080.00
Underground Conduit Labor:	$ 208,158.60
Underground Conduit Trucks, Equipment, Logistics:	Included
Total	$ 245,238.60

Total Project Price:	$ 296,860.22

Customer Name:	
Authorized Signature:	
Name:	
Date:	

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Donna Kalinick

From: Griffin Ryder
Sent: Thursday, March 26, 2026 5:24 PM
To: Peter Lombardi; Donna Kalinick
Subject: FW: First Light Beach at former Sea Camps property
Attachments: Ch 172 2.03 Coastal Dune.pdf; 310 cmr 10.28 Coastal Dune.pdf

FYI, we are cleared to install the snow fencing at First Light.

Griffin Ryder, P.E.
Town Engineer & Project Manager
Town of Brewster
508.896.3701 x. 1134
gryder@brewster-ma.gov

Brewster Town Offices are open to the public Monday through Thursday from 8:30 to 4:00pm, and by appointment on Fridays. For the latest updates on Town services, please visit www.brewster-ma.gov

---

From: Chris Miller <cmiller@brewster-ma.gov>
Sent: Thursday, March 26, 2026 5:04 PM
To: Griffin Ryder <gryder@brewster-ma.gov>; Alex Provos <aprovos@brewster-ma.gov>; James Jones <jjones@brewster-ma.gov>
Subject: Fw: First Light Beach at former Sea Camps property

--
Chris Miller, Director
Brewster Department of Natural Resources
cmiller@brewster-ma.gov

From: William Grafton <wgrafton@brewster-ma.gov>
Sent: Thursday, March 26, 2026 4:59:51 PM
To: Chris Miller <cmiller@brewster-ma.gov>
Subject: RE: First Light Beach at former Sea Camps property

Chris, thank you for the update.

Snow fencing is compatible with the permissions associated with 310 CMR 10.28(5)(b) and Ch. 172 2.03(5)(b) for Coastal Dune. See attached. As such, the proposed work is approved.

Please send me some before and after pictures. Good luck with the project.

Respectfully,

Bill Grafton

Brewster Conservation Administrator
1657 Main Street
Brewster, MA 02631
Phone (508) 896-4546 ext. 4242

From: Chris Miller <cmiller@brewster-ma.gov>
Sent: Thursday, March 26, 2026 4:36 PM
To: William Grafton <wgrafton@brewster-ma.gov>
Subject: First Light Beach at former Sea Camps property

Bill: The town removed all of the sturdy drift fence from the property after the damage from the ice and the following nor'easter. We are planning to install snow fence along the base of the bank to try to keep people from climbing it and to keep them away from any erosion prone areas. We may also add some fencing a bit lower to help gather blowing and drifting sand. Fence will be held in place with wooden posts.

We anticipate doing this in late April or early May. As I recall, snow fence to gather sand is allowed. Most of the coastal dune is eroded away, but that was the predominant landform between the coastal beach and coastal bank and we hope to rebuild it.

--
Chris Miller, Director
Brewster Department of Natural Resources
508-896-4546 x4244
cmiller@brewster-ma.gov

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10.27: continued

(4) Any groin, jetty, solid pier, or other such solid fill structure which will interfere with littoral drift, in addition to complying with 310 CMR 10.27(3), shall be constructed as follows:

(a) It shall be the minimum length and height demonstrated to be necessary to maintain beach form and volume. In evaluating necessity, coastal engineering, physical oceanographic and/or coastal geologic information shall be considered.

(b) Immediately after construction any groin shall be filled to entrapment capacity in height and length with sediment of grain size compatible with that of the adjacent beach.

(c) Jetties trapping littoral drift material shall contain a sand by-pass system to transfer sediments to the downdrift side of the inlet or shall be periodically redredged to provide beach nourishment to ensure that downdrift or adjacent beaches are not starved of sediments.

(5) Notwithstanding 310 CMR 10.27(3), beach nourishment with clean sediment of a grain size compatible with that on the existing beach may be permitted.

WHEN A TIDAL FLAT IS DETERMINED TO BE SIGNIFICANT TO MARINE FISHERIES OR THE PROTECTION OF WILDLIFE HABITAT, 310 CMR 10.27(6) SHALL APPLY:

(6) In addition to complying with the requirements of 310 CMR 10.27(3) and (4), a project on a tidal flat shall if water-dependent be designed and constructed, using best available measures, so as to minimize adverse effects, and if non-water-dependent, have no adverse effects, on marine fisheries and wildlife habitat caused by:

(a) alterations in water circulation;

(b) alterations in the distribution of sediment grain size; and

(c) changes in water quality, including, but not limited to, other than natural fluctuations in the levels of dissolved oxygen, temperature or turbidity, or the addition of pollutants.

(7) Notwithstanding the provisions of 310 CMR 10.27(3) through (6), no project may be permitted which will have any adverse effect on specified habitat sites or rare vertebrate or invertebrate species, as identified by procedures established under 310 CMR 10.37.

10.28: Coastal Dunes

(1) Preamble. All coastal dunes are likely to be significant to storm damage prevention and flood control, and all coastal dunes on barrier beaches and the coastal dune closest to the coastal beach, also known as the Primary Frontal Dune as defined in 310 CMR 10.04, in any area are per se significant to storm damage prevention and flood control. The Coastal High Hazard Area or Velocity Zone extends at a minimum to the inland limit of the Primary Frontal Dune along the open coast. Coastal dunes are also often significant to the protection of wildlife habitat.

Coastal dunes aid in storm damage prevention and flood control by supplying sand to coastal beaches. Coastal dunes protect inland coastal areas from storm damage and flooding by storm waves and storm elevated sea levels because such dunes are higher than the coastal beaches which they border. In order to protect this function, coastal dune volume must be maintained while allowing the coastal dune shape to conform to natural wind and water flow patterns.

Vegetation cover contributes to the growth and stability of coastal dunes by providing conditions favorable to sand deposition.

On retreating shorelines, the ability of the coastal dunes bordering the coastal beach to move landward at the rate of shoreline retreat allows these dunes to maintain their form and volume, which in turn promotes their function of protecting against storm damage or flooding.

A number of birds, most commonly terns and gulls, nest at the base or sides of dunes. In some dune systems other birds also nest in the interdunal area, the species being determined by the plant community structure, topography, and hydrologic regime of the area. In a few dune systems, wet meadows or vernal pool habitats occur, which serve as important feeding areas for a wide variety of bird species.

When a proposed project involves the dredging, filling, removal or alteration of a coastal dune, the issuing authority shall presume that the area is significant to the interests of storm damage prevention, flood control and the protection of wildlife habitat. This presumption may be overcome only upon a clear showing that a coastal dune does not play a role in storm damage prevention, flood control or the protection of wildlife habitat, and if the issuing authority makes a written determination to that effect.

10.28: continued

When a coastal dune is significant to storm damage prevention, flood control or the protection of wildlife habitat, the following characteristics are critical to the protection of those interest(s):

(a) the ability of the dune to erode in response to coastal beach conditions;
(b) dune volume;
(c) dune form, which must be allowed to be changed by wind and natural water flow;
(d) vegetative cover;
(e) the ability of the dune to move landward or laterally; or
(f) the ability of the dune to continue serving as bird nesting habitat.

(2) Definition.

Coastal Dune means any natural hill, mound or ridge of sediment landward of a coastal beach deposited by wind action or storm overwash. Coastal dune also means sediment deposited by artificial means and serving the purpose of storm damage prevention or flood control.

WHEN A COASTAL DUNE IS DETERMINED TO BE SIGNIFICANT TO STORM DAMAGE PREVENTION, FLOOD CONTROL OR THE PROTECTION OF WILDLIFE HABITAT, 310 10.28(3) THROUGH (6) SHALL APPLY:

(3) Any alteration of, or structure on, a coastal dune or within 100 feet of a coastal dune shall not have an adverse effect on the coastal dune by:

(a) affecting the ability of waves to remove sand from the dune;
(b) disturbing the vegetative cover so as to destabilize the dune;
(c) causing any modification of the dune form that would increase the potential for storm or flood damage;
(d) interfering with the landward or lateral movement of the dune;
(e) causing removal of sand from the dune artificially; or
(f) interfering with mapped or otherwise identified bird nesting habitat.

(4) Notwithstanding the provisions of 310 CMR 10.28(3), when a building already exists upon a coastal dune, a project accessory to the existing building may be permitted, provided that such work, using the best commercially available measures, minimizes the adverse effect on the coastal dune caused by the impacts listed in 310 CMR 10.28(3)(b) through (e). Such an accessory project may include, but is not limited to, a small shed or a small parking area for residences. It shall not include coastal engineering structures.

(5): The following projects may be permitted, provided that they adhere to the provisions of 310 CMR 10.28(3):

(a) pedestrian walkways, designed to minimize the disturbance to the vegetative cover and traditional bird nesting habitat;
(b) fencing and other devices designed to increase dune development; and
(c) plantings compatible with the natural vegetative cover.

(6) Notwithstanding the provisions of 310 CMR 10.28(3) through (5), no project may be permitted which will have any adverse effect on specified habitat sites of Rare Species, as identified by procedures established under 310 CMR 10.37.

10.29: Barrier Beaches

When coastal beaches are determined to be significant to storm damage prevention or flood control, the following characteristics are critical to the protection of those interests:

(a) volume (quantity of sediments) and form, and
(b) the ability to respond to wave action.

When coastal beaches are significant to the protection of marine fisheries, the following characteristics are critical to the protection of those interests:

1. distribution of sediment grain size,
2. water circulation
3. water quality, and
4. relief and elevation.

(2) Definitions

(a) "Coastal Beach" means unconsolidated sediment subject to wave, tidal and coastal storm action which forms the gently sloping shore of a body of salt water and includes gently sloping shore of a body of salt water and includes tidal flats. Coastal beaches extend from the mean low water line landward to the dune line, coastal bank line or the seaward edge of existing man-made structures, when these structures replace one of the above lines, whichever is closest to the ocean.

(b) "Tidal Flat" means any nearby level part of a coastal beach which usually extends from the mean low water line landward to the more steeply sloping face of the coastal beach or which may be separated from the beach by land under the ocean.

(3) No activity, other than maintenance of an already existing structure, which will result in the building within or upon, removing, filling, or altering of coastal beaches or tidal flats, or of any land within 50 feet of any coastal beach or tidal flat, shall be permitted by the Conservation Commission, except for activity which is allowed under a variance from these regulations granted pursuant to Section 5.01.

2.03 Coastal Dunes

(1) Preamble

All coastal dunes are likely to be significant to storm damage prevention and flood control, and all coastal dunes on barrier beaches and the coastal dune closest to the coastal beach in any area are per se significant to storm damage prevention and flood control.

Coastal dunes aid in storm damage prevention and flood control by supplying sand to coastal beaches. Coastal dunes protect inland coastal areas from storm damage and flooding by storm waves and storm elevated sea levels because such dunes are higher than the coastal beaches which they border. In order to protect this function, coastal dune volume must be maintained while allowing the coastal dune shape to conform to natural wind and water flow patterns.

Vegetation cover contributes to the growth and stability of coastal dunes by providing conditions favorable to sand deposition.

On retreating shorelines, the ability of the coastal dunes bordering the coastal beach to move landward at the rate of shoreline retreat allows these dunes to maintain their form and volume, which in turn promotes their function of protecting against storm damage or flooding.

Land within 100 feet of a coastal dune is likely to be significant to the protection and maintenance of coastal dunes, and therefore to the protection of the interest which these resource areas serve to protect.

When a proposed project involves the dredging, filling, removal or alteration of a coastal dune or of land within 100 feet of a coastal dune, the Conservation Commission shall presume that the area is significant to the interests of storm damage prevention and flood control. This presumption may be overcome only upon a clear showing that a coastal dune does not play a role in storm damage prevention or flood control, and if the Conservation Commission makes a written determination to that effect.

When a coastal dune is significant to storm damage prevention or flood control, the following characteristics are critical to the protection of those interest(s):

(a) the ability of the dune to erode in response to coastal beach conditions;

(b) dune volume;

(c) dune form, which must be allowed to be changed by wind and natural water flow;

(d) vegetative cover; and

(e) the ability of the dune to move landward or laterally.

(2) Definition

"Coastal Dune" means any natural hill, mound or ridge of sediment landward of a coastal beach deposited by wind action or storm overwash. Coastal dune also means sediment deposited by artificial means and serving the purpose of storm damage prevention or flood control.

(3) No activity, other than the maintenance of an already existing structure, which will result in the building within or upon, removing, filling, or altering of a coastal dune or of any land within 50 feet of any coastal dune shall be permitted by the Conservation Commission, except for activity which is allowed under a variance from these regulations granted pursuant to Section 5.01.

(4) Any activity which is allowed under a variance granted pursuant to Section 5.01 of these regulations on a coastal dune or within 100 feet of a coastal dune shall not have an adverse effect on the coastal dune by:

(a) affecting the ability of waves to remove sand from the dune;

(b) disturbing the vegetative cover so as to destabilize the dune;

(c) causing any modification of the dune form that would increase the potential for storm or flood damage;

(d) interfering with the landward or lateral movement of the dune; or

(e) causing removal of sand from the dune artificially.

(5) The following projects may be permitted, provided that they adhere to the provisions of Section 2.03 (4):

(a) pedestrian walkways, designed to minimize the disturbance to the vegetative cover;

(b) fencing and other devices designed to increase dune development; and

(c) plantings compatible with the natural vegetative cover.

2.04 Barrier Beaches

(1) Preamble.

Barrier beaches are significant to wildlife, storm damage prevention and flood control and are likely to be significant to the protection of marine fisheries and, where there are shellfish, the protection of land containing shellfish.

WOOD FENCE (TYP.)

POST W/
PETCOCK VALVE

CHAIN LINK FENCE

MAINTAIN ALL EXISTING UTILITIES

5.00'
5.50'
5.00'
5.00'
5.50'
5.50'
5.50'
5.00'

PROPOSED 6" CONCRETE BOLLARD WITH
INTEGRATED SIGN POST
(SEE DETAIL, 4 TOTAL AT EACH PARKING SPACES)

CONTRACTOR TO CORE 24" DIAMETER HOLE INTO
EXISTING ASPHALT TO INSTALL BOLLARD AND BACKFILL
WITH GRAVEL AND CONCRETE (TYP., SEE DETAIL)

PROPOSED 6" CONCRETE BOLLARD, TYP.
(SEE DETAIL, 5 TOTAL)

ALL BOLLARD DIMENSIONS SHOWN ARE ON CENTER
WORKING OFF OF THE FIRST BOLLARD TO THE SOUTH

SET THIS BOLLARD FIRST ON
CENTER OF PARKING SPACE

WOOD FENCE

LAMP
(TYP.)

GUYWIRE

CHAIN LINK FENCE

N

SCALE IN FEET

0 10 20 40

BASEMAP SOURCE: DRAFT FIELD SURVEY PLAN FROM J.C. ENGINEERING

TOWN OF BREWSTER, MASS.
CHAM OF ELDER BREWSTER
INCORPORATED FEB. 19, 1803

FIGURE # 1 **APRIL 6, 2026**

BAY PARCEL

POOL PARKING IMPROVEMENTS

PROPOSED BOLLARDS

In celebration of Earth Day 2026, join us for

BEAUTIFY BREWSTER

A day of service and cleanup for the Town of Brewster!

Saturday April 25th, 2026

Rain date: Sunday April 26th

Start times vary, depending on location.

Trash bags & safety vests provided!

For more details and to sign up, contact:
rburch@brewster-ma.gov
megmorris141@gmail.com

Hope to see you there!

With your help, we can create a litter free Brewster!

Organized by

Brewster Department of Natural Resources and The Cape Cod Anti-Litter Coalition

Many thanks to our Sponsors!

Stop & Shop ~ Shaw's ~ Trader Joe's
Ferretti's Market ~ Café Alfresco ~ The Kitchen Café
The Island Blue Crab ~ Laurino's Tavern
Brewster Pizza House ~ Chatham Bars Farm ~ Freeman's Grill
Uncle Pete's Chowder House ~ Pizza Shark~ Papa Gino's
Ocean Edge Resort ~ Pepsi Co ~ JT's Seafood ~ Pico's Taco Shack
Home Depot ~ Hinckley Home Center ~ Ocean State Job Lot
Ace Hardware Brewster ~ Stone L'Oven ~ Serenity Apartments
Whole Foods Market

Town of Brewster

2198 Main Street
Brewster, MA 02631
Phone: (508) 896-3701
www.brewster-ma.gov

Sea Camps Advisory Committee Meeting Minutes

Date: **March 11, 2026**
Time: **4:00 PM**
Location: **2198 Main Street**

Committee Members Present: Karl Fryzel, Caroline McCarley, Amy Woods, Sharon Tennstedt, Amanda Bebrin, John Dickson
Remote Members: Adam Finkle, Stephen Najarian
Absent: David Colton
Supporting Staff: Town Manager Peter Lombardi, Asst. Town Manager Donna Kalinick, Town Engineer & Project Manager Griffin Ryder, Recreation Director Mike Gradone, Natural Resources Director Chris Miller

Call to Order, Declaration of a Quorum, and Recording Statement

Chair Fryzel called the meeting to order at 4:03pm and declared a quorum. Member Woods read the recording statement

Public Announcements and Comment
No announcements or comments were made.

Update on First Light Beach Storm Impacts and Discuss Next Steps
Assistant Town Manager Donna Kalinick provided a comprehensive update on the significant storm damage at First Light Beach. She reported that the February 23rd blizzard caused extensive damage, destroying the sturdy fence that had been anchored with large poles. The debris from the destroyed fence spread almost all the way to Spruce Hill, creating a public safety hazard for beach walkers.

Ms. Kalinick explained that the town had to conduct an emergency procurement, requesting the state to waive advertising requirements for the bid process. They received three quotes and obtained the waiver quickly. CC Construction was on site Monday and Tuesday of that week to remove debris and conduct cleanup operations.

The destroyed sturdy fence was installed approximately 15 years ago at a cost of $80,000. Beyond the fence destruction, there was serious erosion on the dune behind it, particularly concerning given that the water main runs through that area. Some residents might be pleased that the beach appears larger due to sand deposits, but Natural Resources Director Chris Miller clarified the broader coastal processes at work.

Mr. Miller explained that the sturdy sand fence, like similar installations in town, needs to be positioned as high up on the beach as possible, but over time erosion displaces it further seaward. He noted that Cape Cod beaches are currently much lower, with sand having moved out, burying typically visible rocky areas. This sand is mobile and moves daily, with some eventually returning to the beach, though dune restoration through windblown sand is much slower than wave action.

Town Engineer Griffin Ryder added details about the cleanup operation, noting they closed the beach parking lot during equipment operations and that CC Construction did excellent work with minimal environmental impact. They discovered and removed previously unknown remnants of the old pool and cut some inactive utility lines that were protruding from the dunes. The erosion created vertical faces 15-20 feet high in some locations, with vegetation helping hold some dunes together. Areas without vegetation, particularly near the former pool location, lost an additional 10-15 feet of dune material.

Mr. Miller provided context about ongoing regional coastal management efforts, including four years of work with Dennis and Orleans through coastal zone management grants examining sediment movement and management strategies. A data portal from this work should be available by spring when the grant ends in June. They had surveyed the sea camps area pre-storm, providing valuable before-and-after data. The sturdy sand fence had been reducing available public beach space at high tide, making retreat considerations necessary even without the storm.

Committee member Adam Finkle recommended installing temporary sand fencing for people management and public safety, given the vertical scarp sections that present collapse risks during the busy season. He also suggested incorporating any future sturdy drift fence replacement into grant requests that include dune restoration, noting that the fence provides both sand trapping and wave attenuation benefits. Member Finkle emphasized that 15 years was a solid lifespan for the infrastructure, and without it, dune damage would likely have been more severe.

Chair Fryzel clarified the timeline, with debris removal nearly complete and further actions pending evaluation during the season, with potential implementation in fall at the earliest. Any replacement would require funding not currently planned and would involve consultation with engineers about permissible options.

Update on Water Main Replacement and Dune Restoration Projects- Potential Grant Applications and/or Town Meeting Funding Requests

Mr. Ryder reported that the storm damage strengthened their water main replacement grant application, as the loss of 15-20 feet of dune left approximately 60 feet between the current dune top and the water line location, down from 80-90 feet previously. They captured drone footage immediately after the storm and marked the water line location for inclusion in their grant application due in the following week.

Town Manager Peter Lombardi explained a significant complication: the water main replacement crossing Spruce Hill property may require Article 97 legislation. When the town purchased the Spruce Hill property with state grant funding for conservation purposes, it became protected under Article 97 of the state constitution, even without a formal conservation restriction. While an existing utility easement exists for the current water main, the new installation may require either a waiver from the Executive Office of Energy and Environmental Affairs or a formal home rule petition process.

The formal process would require a two-thirds vote at town meeting for special legislation, followed by approval from two-thirds of the state legislature, potentially taking two to three years. If required to go through this process, the project would be split into two phases: first, the water department would complete

the planned loop on the bay property with a new connection to Route 6A, designed for easy connection once state approvals are secured; second, bringing the new water main across Spruce Hill to the bay property.

As a contingency, they're considering bringing a funding request from water retained earnings to the spring town meeting, allowing work to begin after Labor Day regardless of grant outcomes. This would enable procurement of materials and keep the project on schedule, with additional funding from free cash requested at the fall town meeting.

For dune restoration, Mr. Ryder explained they're working with consultant Weston Sampson on a separate application, with EDR handling the water main application. Cost estimates from both consultants aligned at approximately $350,000 to remove tennis courts and reestablish the area as dune, not including any waterside sand fence work. The application deadline was approaching quickly the following week.

Mr. Lombardi noted that while they're considering including the sturdy fence replacement in the grant application, the tight timeline and need for proper cost analysis and solution determination made it unlikely for inclusion in the current application cycle.

Chris Miller provided permitting context, explaining they're working in the most sensitive coastal resources area with coastal dune backed by coastal bank and secondary dune. Under the Wetlands Protection Act, armoring coastal banks is generally not permitted unless protecting pre-1972 structures in imminent danger. The state has become stricter about interventions in dunes, requiring sand movement and erosion capability as part of dune performance standards.

Simple solutions like snow fencing for people management and sand catching could be permitted relatively easily and inexpensively for spring installation. More substantial interventions like sturdy fencing would require more complex permitting processes and significantly higher costs, estimated at $200,000 now compared to the original $80,000 fifteen years ago.

Implementation Status Update

Ms. Kalinick noted they streamlined the status document by removing historical information and focusing on recent activities and future expectations for each category.

For Phase One building remediation, they completed an advertised quote process receiving six quotes on February 19th. Their engineer Tighe and Bond checked references, and Kalinick would work on contracting with the chosen vendor for spring 2026 remediation work. They tested ten additional smaller structures not included in original testing, finding only Building 80 (a shower house near the pool changing cabin) required remediation.

Phase Two building demolition awaits completion of remediation work. They plan to prepare bid documents for full demolition of all designated buildings, going out to bid ahead of fall town meeting to ensure adequate funding for winter 2026-27 demolition. The project's complexity stems from associated utilities, town-owned poles, septic system coordination, and trees near buildings that may complicate demolition work.

Mr. Lombardi acknowledged a significant budget constraint affecting project timelines. The Select Board learned of a substantial snow and ice budget deficit that could impact the availability of free cash typically relied upon for Sea Camps financing. This might require prioritizing and potentially delaying some projects planned for the following year.

For the parking lot project, they executed a contract with Weston and Sampson for design work. Griffin Ryder is developing initial concepts expected internally within weeks, to be shared likely at the May meeting. Once the board supports the concepts, Weston Sampson and EDR would develop final design and construction documents. However, this project might be delayed due to funding constraints.

The community center study remained status quo due to focus on storm response and grant applications. They hope to schedule a use and access subcommittee meeting for March 25th, aiming to bring a final scope of work to the April meeting for review and approval before starting procurement.

For tennis courts, they executed a contract with Weston Sampson for design and permitting, including determining if existing surfaces can be repurposed for pickleball at Stony Brook or require complete replacement. They expect 50% design within several months, planning to submit a Community Preservation Act application by July 1st for fall town meeting funding consideration. They're also applying for US Tennis Association grant funds covering up to $35,000 per court ($140,000 of the approximately $500,000 project cost). The USTA requires assurance that courts won't quickly convert to pickleball use.

Bay property workforce housing improvements received no attention since the last meeting due to storm response priorities, with work now planned for fall 2026 rather than spring 2026 due to summer recreation use of the building.

For pond property improvements, they contracted with EDR to draft and submit a Request for Determination of Applicability with the conservation commission for wetland flagging and formalizing maintenance and program activities at beach and point areas. They received a draft recently and plan to file the RDA with conservation commission this spring after review and consultation with Mass Audubon.

For maintenance activities, they made progress on installing concrete bollards at the pool for vehicle protection, working with a local contractor for completion before June pool opening. They also contracted with a local solar company to repair ongoing inverter issues at the pool and dining hall solar installations using maintenance article funding.

Volunteers for Beautify Brewster Clean-up Event

Member McCarley explained the committee's invitation to participate as a team in Beautify Brewster Day on Saturday, April 25th with a rain date of April 26th. The event typically starts around 8:30 AM and runs 2-3 hours with lunch provided. The Sea Camps team would likely work on the town's side cleaning Route 6A in front of Sea Camps or possibly a beach section.

Several committee members expressed availability challenges. Member McCarley volunteered to serve as team leader and coordinate with Natural Resources about specific assignments and logistics. The team agreed to start at 9 AM to accommodate scheduling constraints.

Vote on Meeting Minutes

Member McCarley moved to approve the minutes of February 11, 2026, with slight modifications as outlined by member Tennstedt. Member Woods seconded the motion. A roll call was taken; Member Bebrin-yes, Member Tennstedt-yes, Member Najarian-yes, Member Finkle-yes, Member Dickson-yes, Member McCarley-yes, Chair Fryzel-abs, the vote was passed with 6-yes, 1-abs, 0-no.

Discuss Future Meeting Agenda Items

Mr. Lombardi indicated they would ensure the committee weighs in on any potential funding requests from water retained earnings for the water main project if it appears on the town meeting warrant, so attendees understand the committee's position. The warrant closes April 6th before their next meeting, but committee recommendations don't appear in the warrant book - they would only be relevant if the item comes up at town meeting. Their primary goal remains finalizing the community center needs assessment RFP.

For Your Information

No discussion

Matters Not Reasonably Anticipated by the Chair

No matters were raised.

Next Meetings

April 8, 2026

Adjournment

Member McCarley moved to adjourn the meeting at 5:13pm, seconded by member Woods, a roll call was taken; Member Bebrin-yes, Member Tennstedt-yes, Member Najarian-yes, Member Finkle-yes, Member Dickson-yes, Member McCarley-yes, Chair Fryzel-yes, the vote was passed with 7-yes, 0-no.

Date of Approval:

Date	Contact Info	Type of Request
6/13/2024	Molly Driscoll mollydriscoll7@gmail.com	Art Teacher looking to rent studio space to offer programming for children and adults
7/25/2024	Robinwood Homeowners	Space to hold Annual Meeting
7/30/2024	CBI Farms	Request for space to grow vegetables using organic methods
8/22/2024	Jared Aaronson jared.d.aaronson@gmail.com	Rent for a wedding
9/10/2024	Ed Sayer 413-537-8058 easyer@gmail.com	Commuity Group request to rent/lease one of the buildings longterm
10/2/2024	Recreation	Art Center for Winter Table Tennis Program
10/10/2024	Theresa tev1989@yahoo.com	Request to use Boat House or Art Center to hold a baby shower
10/11/2024	Kathleen Obrien-Horne Kthecape@mail.com	Artist Residency at the Art Building (4-6 weeks)
10/17/2024	MA Film Office	Sea Camps Film Scouting
10/20/2024	Elizabeth Weissman liz.tefft@gmail.com	Rent for a birthday party
11/11/2024	Jen Olean jendym@gmail.com	Brewster Cub Scout Pack meeting place
11/19/2024	Laura Darby McNally ldarby@mxschool.edu	Cape Cod Community Rowing (unsure exact request)
12/2/2024	Cape Cod Youth Lacrosse	Looking for field space to hold practices in the Spring
12/30/2024	Richard Halla 413-949-8296	Looking for space to run the Senior Softball league
1/2/2025	Katy Sidwell kathleensidwell@icloud.com	Rent for a birthday party
1/8/2025	Jane Sutton 508-364-8501	Wedding venue (liquor was a must)
1/28/2025	Clare O'Connor Rice	Request for use of Art Center to hold a public meeting, not just for her Committee, but open to the public to attend
1/29/2025	Chandler Travis 774-722-3159 chandler.travis7@gmail.com	Free concert with 8-10 musicisans set up in a circle, something that is sprawling and experimental
1/30/2025	Kathleen Obrien-Horne Kthecape@mail.com	Yarmouth Cultural Center is interested in Sea Camps Art Building to create programs for art and studio space.
2/11/2025	Laura Hansen hansenl@nausetschools.org	Overnight for children in grades 2-5
3/12/2025	Kristi Dondlinger Brewster Ponds Coalition	use of Art Center or Boat House to have volunteer picnic.
5/13/2025	Taryn vanEsselstyn taryn.vaness@gmail.com	looking for a wedding venue for a small wedding
6/6/2025	Ava Rocks 413-230-0137	use of building
6/20/2025	Leta Orefice 401 837 5768	Building use to hold Annual Association meeting
6/21/2025	Luke Howes, 303-596-3852 lthowes@gmail.com	wedding venue (summer 2027)
7/23/2025	Nora Taranto tarantonora@gmail.com 301-706-0633	Rent for a wedding
10/2/2024 9/17/2025	Jeff Drake jpdrake56@gmail.com	Brewster Writers Group meeting place every 2 weeks for 3-4 hours
10/29/2025	Suzanne Ham 774-208-7346	Anniversary Party at the Boathouse summer 2026
1/13/2026	Marc Smith, DY Supt. smithm@dy-regional.k12.ma.us	NEED Academy (National Environmental Educational Development)
3/26/2026	Cape Cod Foster Closet	Annual "Celebration Summer" event in June
4/3/2026	Keith Clark Keith.e.clark@gmail.com	Use of fields on Memorial Day & Columbus Day for soccer tournaments
4/6/2026	Resident call	Baby Shower in Boat House or Arts Center June 2026

SB Approval Date	Requesting Entity	Nature of Event
5/5/2024	Chamber of Commerce	Arts & Crafts Show (86 vendors + Food vendor)
6/8/2024	COA	50th Anniversary Celebration
7/1/2024	Recreation	Summer Rec Field Trip to Bay Property
7/1/2024	Recreation	First Light Beach Family Kite Flying
7/1/2024	Cultrual Council	Strategic Planning Session
7/8/2024	Recreation	Meet the Brewster Whitecaps
7/25/2024	Recreation	DJ Dance Party
8/1/2024	MA Audubon	Pond use Fridays in August
8/5/2024	MA Audubon	
8/9/2024	Recreation	Family Movie Night
8/23/2024	Recreation	Touch-a-Truck
8/24/2024	CBI Farms	Use of fields for parking for Tomato Fest
9/1/2024	Recreation	Run Club & Juggling
9/1/2024	Brewster Garden Club	Luncheon
9/14/2024	Troop 77	Boy Scouts Camp Out
9/14/2024	Todd Francis GWK Memorial Scholarship Fund	Fundraiser for 150 attendees, included Entertainment, food, etc.
9/23/2024	Recreation	Ocean Cup Youth Soccer Tournament
10/4/2024	Administration	Volunteer Fair and Luncheon
10/13/2024	CBI Farms	Use of fields for parking for Fall Frolic
10/19/2024	Brewster Ponds	Art Center to host volunteer appreciation picnic
11/1/2024	Recreation	Outdoor Club
11/2/2024	Recreation	Lower Cape Soccer Jamboree
11/4/2024	Cultrual Council	Holiday Wreath Making
12/8/2024	Council on Aging	Wreath Making event
1/6/2025	COA	Community Health Fair
1/27/2025	Recreation	Spring 2025 programs
4/16/2025	Recreation	Scouts Overnight Trip 4/26
4/28/2025	Recreation	Summer Programs (Meet the Whitecaps, Outdoor Movie Night, Family Dance Party, Touch-a-Truck)
5/12/2025	Stonybrook Kindergarten Class	Coastal Exploration Field Day
5/16/2025	Council on Aging	2025 Community Health Fair
8/11/2025	MA Audubon	Books and Big Ideas
8/11/2025	Recreation Department	Yoga
8/11/2025	CBI Farms	Event Parking
8/25/2025	MA Audubon	Books and Big Ideas
9/15/2025	Brewster Chamber of Commerce	2026 Brewster in Bloom
9/22/2025	Scout Troop 77	Overnight on 10/4
10/6/2025	Recreation	holiday wrapping party
12/1/2025	Recreation and Molly Driscoll	Art Lab Program December 29th - January 2, 2025
12/15/2025	Recreation	Fly Fishing Clinics on May 2nd & 3rd and 16th & 17th 2026
4/1-5/6/2026	Recreation	Wheel Good Time, 3pm
4/18-5/23/2026	Recreation	Spring Soccer, 1-5pm
5/16/2026	Recreation	BikeFest
4/24/2026	Recreation	Audubon Camp
4/1/2026	Recreation	National Walking Day (start at CCSC up Millstone)
3/2/2026	COA/Health Dept	Brewster Health Fair (May 15, 2026)
3/2/2026	Brewster Conservation Day	Brewster Conservation Day (7/10 & 7/11, 2026)
3/2/2026	COA	Older Americans Month Celebration (May 21, 2026)
3/9/2026	Recreation	Art Lab Program (April 21- 24, 2026)
3/16/2026	Recreation	Summer Programs (Family Dance Party, Outdoor Movie Night & Touch-a-Truck)
3/23/2026	Recreation	Troop 77 Overnight
4/27/2026	Recreation	Summer Programs (Evening Yoga, Pick up Basketball, & Art Lab)

POND PROPERTY WORK PLAN FOR FEASIBILITY STUDY AND COMMUNITY ENGAGEMENT

February 2026

Background: The Town of Brewster acquired the former Cape Cod Sea Camps Bay and Pond Properties, 125 acres of land, in 2021. The acquisition was approved overwhelmingly at Town Meeting and confirmed through a ballot vote by residents. After the acquisition, the Town created two planning committees, the Bay Property Planning Committee and the Pond Property Planning Committee. Together with Town Administration and our consultant, Reed Hildebrand, the Committees embarked on an 18 month discovery, planning and community engagement process that resulted in the adoption of Comprehensive Plans for each property which were approved at the May 2024 Town Meeting. The Comprehensive Plan for the Pond Property included a 10-acre set aside for Housing and Wastewater with the remaining 60 acres to receive a conservation restriction to be held by Brewster Conservation Trust and Mass Audubon. Following the adoptions of the comprehensive plans, a new Sea Camps Advisory Committee was formed to work on implementation of the plans, phasing and financing. Although the first phasing and financing plan, which included a debt exclusion, passed town meeting, it did not achieve support at the ballot. The Sea Camps Advisory Committee, Town Administration and our value engineers, Weston & Sampson and EDR revamped the phasing and financing plan and integrated financing into the Town's capital plan. The first phase of financing passed at the November 2025 Town Meeting. In addition to capital expenditures, the Town has also actively sought grant funding, including receiving a grant from the Massachusetts Department of Environmental Protection to study potential wastewater options for the Pond Property. Fuss & O'Neill was hired to complete the study which was delivered to the Select Board and the Water Resources Task Force in July of 2025. Before tasking the Brewster Affordable Housing Trust (BAHT) with conducting a feasibility study on the 10 acres set aside for Housing and Wastewater Treatment of the Pond Parcel, the Select Board asked the BAHT to develop Land Development Guidelines which were delivered to the Select Board in a joint meeting with the BAHT in August of 2025. In January of 2026, the Select Board voted to refer the Pond Property Housing Feasibility Study to the BAHT.

1- Town Meeting Vote for the Acquisition of the Pond Parcel (Attachment A)
2- Vote of the Select Board to Refer the Feasibility Study to the BAHT (Attachment B)
3- Pond Property Comprehensive Plan (Attachment C)

<u>Work Plan Steps:</u>

Recent and Current Steps:

1- Initial Conversation about the Pond Property Feasibility study took place at the 1/15/2026 BAHT meeting with the task to develop a draft work plan to return to the Trust for discussion at their 2/5/2026 meeting.
2- Select Board BAHT Member Ned Chatelain reported back to the Select Board on initial steps at their 1/26/2026 meeting.
3- BAHT Member Donna Kalinick and Housing Coordinator Jill Scalise had an introductory meeting with Alexis Lanzillotta from Barrett Planning to discuss the possibility of using some of the Town's Shared Regional Housing Services hours to assist with Community Engagement for the feasibility study
4- BAHT Member Donna Kalinick and Housing Coordinator Jill Scalise requested an initial discussion with Mass Housing Partnership (MHP) about applying for a technical assistance grant for the feasibility

study and to inquire if MHP could provide examples of other feasibility studies that were conducted on properties in a Zone II.

5- Housing Coordinator Jill Scalise reached out to Wellfleet and obtained a copy of Wellfleet's feasibility study at Lawrence Road (Attachment F), a site which involved both housing and wastewater.
6- The BAHT discussed the first draft Pond Property work plan at the 2/05/26 BAHT meeting. Suggested edits were made and the plan was brought back to the Trust and approved at the 3/05/26 meeting.
7- On 02/10/26 MHP directed Brewster to apply for their Housing on Public Land (HOPL) grant program.
8- Alexis Lanzillotta is scheduled to attend the 4/02/26 BAHT meeting to discuss community engagement options.

Future Steps (as of March 5, 2026):

9- Feasibility study on land (2026-2027)

Generally speaking, a feasibility study will take approximately 12 to 18 months to complete. All presentations and discussions will be public including at monthly BAHT meetings and quarterly reports to the Select Board.

Step 1 of feasibility process: Apply for a Technical Assistance Grant from Mass Housing Partnership (Application submitted 3.13.26)

Apply to Mass Housing Partnership (MHP) for a Technical Assistance Grant to provide a pre-development feasibility study to help determine the potential community housing options for this parcel. Identifying the scope of the feasibility study would be a part of the application process. For example, Bohler Engineering's Millstone Road Feasibility Study proposal (Attachment D) provides several different components including preliminary due diligence and Master Planning (conceptual designs) services. Mass Housing Partnership requires a grant agreement to be signed with the Select Board. MHP would assign an Engineering Firm to produce a Due Diligence Report. The Millstone Road Due Diligence Report is attached as an example. (Attachment E)

Step 2: Explore options for Community Engagement (Discussion scheduled for 4.02.26)

BAHT to determine what community engagement is to be undertaken and at what steps in the process. Information gathered from community engagement will be used as guidance throughout the process.

Step 3: General introduction of the Pond Parcel

Presentation and discussion of Pond Parcel background materials, history of Long Pond Parcel public engagement, and the plan design process to BAHT and public.

Step 4: More detailed review of Pond Parcel information

It is anticipated that MHP along with the assigned engineering firm would start with reviewing the information and reports that already exist for the property. In this step, MHP and the assigned engineering firm would meet with key staff to understand the unique properties of the property from a zoning, infrastructure, and parcel specific attributes as well as to understand the Town's Integrated Wastewater Planning efforts.

In coordination, the BAHT would invite key Town staff to come in to present information to the Trust on Zoning and environmental regulatory considerations including Zone II, Natural Resource Protection design (NRPD), and Herring River/Pleasant Bay watershed permits. BAHT should consider inviting the Water Resources Task Force to a BAHT meeting to discuss the Town's Integrated Water Resource Management Plan (IWRMP) as well.

Step 5: Continuation of Due Diligence study
Due Diligence is an ongoing process and may require that the BAHT look at one or more specific item(s) in greater detail. Regular check-ins with MHP, the engineering firm, and the BAHT will occur through this process.

Step 6: On-going communication with Select Board
Quarterly Reports will be provided to the Select Board in a public meeting throughout the Feasibility Process. The next report will be delivered on March 30th and will include the approved work plan and HOPL application to Mass Housing Partnership.

Step 7: Draft Due Diligence Report will be shared with the Select Board

Step 8: The results of the Due Diligence Report will be shared with the public in a community forum to garner feedback.

Step 9: If the initial Due Diligence Report finds the site feasible for housing development, then the exploration of conceptual planning, with extensive community engagement, would begin. General financial feasibility can be a part of the conceptual planning phase.

Step 10: Select Board will decide when and what decision point will be brought to Town Meeting voters (likely either May 2027 or November 2027 town meeting)

Attachments:

A. Town Meeting Vote for the Acquisition of the Pond Parcel
B. Minutes of the 1/05/26 Select Board meeting
C. Pond Property Approved Comprehensive Plan
D. Bohler Engineering Millstone Road Feasibility Study proposal
E. Millstone Road Bohler Due Diligence report
F. Wellfleet's Lawrence Road Feasibility Assessment

Appendix:
Links to additional material:
General information about the Pond Property:

- Cape Cod Sea Camps Properties | Town of Brewster

Discovery material related to the Pond Property:

- Discovery Documents | Town of Brewster

Additional Pond Property documents including Herring River Watershed Presentation 7 Report and Pond Property Wastewater Feasibility Analysis (Fuss & O'Neill)

- Related Resources | Town of Brewster

Brewster Planning Documents

- Brewster Local Comprehensive Plan 2023
- Brewster Housing Production Plan 2022-2027

MHP HOPL (Housing Opportunity on Public Land) Grant Program Application

Massachusetts Housing Partnership (MHP) offers assistance to help communities assess the feasibility of developing affordable housing on municipally-owned land and to pursue development through a Request for Proposals (RFP) process. This assistance is provide through a combination of funding under this forgivable loan program as well as MHP staff time. If you have any questions about the application or the HOPL program, please contactCarsten Snow-Eikelberg at csnoweikelberg@mhp.net.

CONTACT INFORMATION

Date application was submitted to MHP:
3/13/2026

Community
Town of Brewster

Organization, Committee, or Board submitting the application (if applicable)
Brewster Affordable Housing Trust

Name of Contact for Application
Donna Kalinick

Role
Assistant Town Manager

Address
2198 Main St, Brewster, Massachusetts 02631

For MBTA communities, is this site a compliant or approved MBTA zoning district?
N/A

Phone
(508) 896-3701 x1130

Email
dkalinick@brewster-ma.gov

Information about Subject Property

Site Address
500 W H Besse Cartway, Brewster, Massachusetts 02631

Approximate Area (sq. ft. or acres)
10 acres of a 70 acre property

What exists on the site currently?
10 acres vacant. This is the former Sea Camps property with 9 small camp structures on the other 60 acres.

Site #2 Address

Approximate Area (sq. ft. or acres)

What exists on the site currently?

What is the community's vision for the site(s)?
Affordable housing and wastewater treatment as described in the attached Sea Camps Pond Property Comprehensive Plan.

Is there anything else about the history of the site(s) that is relevant to this application?
The Town of Brewster bought the former Cape Cod Sea Camps properties, 120+ acres, comprised of the Bay and Pond Properties in September 2021. The former Sea amps used the Pond Property as their satellite campus, busing 250 kids daily over to the Pond Property to enjoy pond related activities and for overnight camping. The Town Meeting vote that authorized the purchase of the Pond Property included community housing as a potential use. After the purchase of the former Sea Camps, the Town went through an 18-month comprehensive planning process with intense community engagement that resulted in the adoption of the Pond Comprehensive Plan at the May 2024 town meeting which included a 10 acre set aside for Housing & Wastewater treatment and placed the remaining 60 acres under a Conservation Restriction to be held jointly by the Brewster Conservation Trust and Mass Audubon. The Select Board tasked the Brewster Affordable Housing Trust (BAHT) to develop Land Development Guidelines for municipal land. This was completed in August 2025. In January 2026 the Select Board referred the Pond Property to the BAHT to do a feasibility study, including community engagement with quarterly reports to the Select Board.

Has your community previously received technical assistance from MHP?
MHP feasibility study for Millstone Road property in 2018. Comprehensive Permit technical assistance: Brewster Woods in 2017, Habitat for Humanity Phoebe Way in 2021, Millstone Road/ Spring Rock Village in 2023, Habitat for Humanity Mackie Drive in 2025.

Does your community have local funding available, such as Community Preservation Funds or Affordable Housing Trust Funds?
Yes, Brewster has both Community Preservation and Affordable Housing Trust.

Supporting Documentation

Evidence of support from municipal government
SB 1.5.2026 minutues VOTE highlighted in yellow - evidence of suppport.pdf

Zoning information
Assessor's Card Pond Parcel FY26.pdf

mapsonline_printed_map Pond Parcel.pdf

Other information (environmental, feasibility studies or reports, applicable town meeting votes, etc.)
2021-09-25 Special Town Mtg Report - evidence of support.pdf

Site plan, survey, plot plan, etc.
Pond Property Comprehensive Plan.pdf

Pond Parcel Existing Conditions Plan.pdf

Evidence of ownership (deed, order of taking, etc.)
Deed -evidence of ownership.pdf

Other documents
MHP HOPL Grant Application Supporting Documentation.pdf