

TOWN OF SANDWICH

THE OLDEST TOWN ON CAPE COD

130 MAIN STREET
SANDWICH, MA 02563

TEL: 508-888-4910 AND 508-888-5144

FAX: 508-833-8045

E-MAIL: selectmen@townofsandwich.net

E-MAIL: townhall@townofsandwich.net



BOARD OF
SELECTMEN

TOWN
MANAGER

BOARD OF SELECTMEN AGENDA September 10, 2015 – 6:00 P.M. Sandwich Town Hall – 130 Main Street

1. Convene Meeting
2. Executive Session – M.G.L. c.30A, §21(a)
Paragraph #3: Collective Bargaining – Dispatcher & Public Safety Unions
3. Pledge of Allegiance
4. Review & Approval of Minutes (*Vote*)
5. Public Forum (*15 Minutes*)
6. Town Manager Report
7. Correspondence / Statements / Announcements / Future Items / Follow-up (*10 Minutes*)
8. Staff Meeting (*60 Minutes*)
 - Barnstable County Assembly of Delegates Jim Killion – Recognition by Cape Cod Cooperative Extension Service of Natural Resources Director Mark Galkowski
 - Sandwich Chamber of Commerce Jay Pateakos & Lisa Kirkwood – Financing Update on Route 130 Lease RFP for Chamber Office Building (*Vote*)
 - Golf Director John Johnson – Recommendation on Award of Food & Beverage RFP for Sandwich Hollows Golf Club (*Vote*)
9. Old Business (*15 Minutes*)
 - Update on Town Neck Beach Reconstruction Project with Army Corps of Engineers
 - Recommended Appointment of Karen Gagneax to Conservation Commission (*Vote*)
 - Other
10. New Business (*5 Minutes*)
 - Authorize Release of Funds from Raymond Hamblin Boy Scout Memorial Fund (*Vote*)
 - Other
11. Public Forum (*15 Minutes*)
12. Closing Remarks
13. Adjournment

NEXT MEETING: Thursday, September 24, 2015, 7:00 P.M., Town Hall

Dunham, George

From: Frank Pannorfi <memoryfp@comcast.net>
Sent: Wednesday, August 19, 2015 7:05 AM
To: onthecod@verizon.net
Cc: Dunham, George
Subject: Re: County

Jim, we will put you first under the staff portion of the agenda. Bud, please place this in the agenda binder for the Sept. 10th BOS meeting under staff as first item. Thanks, Frank

James Killion <onthecod@verizon.net> wrote:

Hi Frank,

As long as you promise to get me out of there before kickoff time.

Jim

From: Frank Pannorfi <memoryfp@comcast.net>;
To: onthecod@verizon.net <onthecod@verizon.net>;
Cc: gdunham@townofsandwich.net <gdunham@townofsandwich.net>;
Subject: Re: County
Sent: Wed, Aug 19, 2015 12:05:44 AM

Jim, Mark is not available for this Thursday's BOS meeting. How about you present him the certificate at our Sept. 10th meeting? Frank

James Killion <onthecod@verizon.net> wrote:

Hi Frank

I hope all is well. I received a certificate and framed poster from the BC Cooperative Extension in recognition of Mark Galkowski's participation in their program. What is your preference for presentation?

Jim

This email has been scanned by the Symantec Email Security.cloud service.
For more information please visit <http://www.symanteccloud.com>



• [Font Size:](#)

•

- [4-H Youth Development](#)
- [Hazardous Waste & Water Quality](#)
- [Horticulture, Entomology & Ticks](#)
- [Marine Programs](#)
- [Natural Resources](#)
- [Nutrition Education & Food Safety](#)
- [Recipes](#)
- [Cook Well, Eat Well, Live Well](#)
- [Adult Nutrition Education](#)
- [School-age Nutrition Education](#)
- [Preschool Nutrition Education](#)
- [Food Safety in the Home](#)
- [Food Safety for Foodservice](#)
- [ServSafe](#)
- [Buy Fresh Buy Local Cape Cod](#)

[About Extension](#)



CAPE COD COOPERATIVE EXTENSION

- [Contact Information & Directions](#)
- [Staff Directory](#)
- [Events & Workshops](#)
- [Publications & Products](#)
- [Awards & Recognition](#)
- [Annual Report](#)
- [A-Z Index](#)
- [Site Map](#)
- [Contact Us](#)

Mission

Extension Educators

About Extension

It's been a 100 years since the Smith-Lever Act was signed and Extension joined county government! [Watch the video we made to celebrate.](#)

Cape Cod Cooperative Extension is the education department for [Barnstable County](#). CCCE educates the public on topics as diverse as deer ticks to water quality and much, much more. CCCE is part of national educational system, developed to convey research-based knowledge from [Land Grant Universities](#) (in CCCE's case, [UMASS Amherst](#)), to the general public. This national outreach system was mandated by the [Smith-Lever Act](#) in [Congress](#) in 1914.

Educational programs focus on agriculture, marine resources, horticulture, aquaculture, natural resources, water quality, recycling, household hazardous waste, nutrition, food safety, youth development and environmental education issues facing the county. Extension programs are conducted in Barnstable County in cooperation with the staff at the [University of Massachusetts](#), and [The Woods Hole Oceanographic Institution-Sea Grant program](#).

Extension staff plan and conduct programs based on local needs and interests. Volunteer advisory groups work with staff on developing specific programs. Local citizens, appointed by the [County Commissioners](#), serve as County Extension trustees, advising the overall program.

The Extension staff serve as a direct link with the University of Massachusetts and the Woods Hole Oceanographic Institution-Sea Grant programs, where new research findings are translated into practical applications to be shared with people and community officials through workshops, conferences, field demonstrations, technical assistance, newspaper articles, radio and television and the internet. Publications, such as regular newsletters, and booklets, fact sheets, and home study courses bring information directly to those who want and need it. Over 450 volunteers complement and extend staff efforts, contributing their time and expertise to Extension in Barnstable County.

[Home](#)

[About Extension](#)

[Events & Workshops](#)

[A-Z Index](#)

[Site Map](#)

[Contact Us](#)

2.37 acres as shown on a plan entitled "Area of Lease, January 21, 2015" attached hereto as Exhibit A and incorporated herein and as more particularly described in the RFP and the Proposal.

ARTICLE II

Term of Lease

The term of this Lease shall commence on the date of the execution of this Lease by the parties hereto (the "Commencement Date"), and shall be for a term of thirty (30) years, unless terminated automatically if the Tenant, despite its diligent efforts, by July 30, 2015, is unable to deliver to Landlord, which in the Landlord's sole and reasonable discretion, is suitable evidence of adequate financing for the project as set forth in the RFP and the Proposal. Upon expiration of the term, the Landlord may, at its sole discretion and with reasonable notice to Tenant, exercise an option to renew this Lease for an additional twenty (20) year term for a Net Rent amount to be negotiated prior to the renewal period.

ARTICLE III

Net Rent

Section 3.1. Throughout the term of this Lease, the Tenant shall pay rent ("Net Rent") at annual rates, payable in a single lump sum due and payable no later than five (5) business days after the end of each year of the Lease term and any additional amounts, fees or charges payable under this Lease, all such payments to be made at the Landlord's mailing address aforesaid or at such other place as the Landlord shall from time to time designate in writing, without notice, demand, off-set or deduction (unless herein specifically authorized).

Section 3.2. Annual Net Rent shall be \$1.00, until such time as the construction financing for the building and improvements from the Tenant to the original lender has been repaid in full, at which time the Landlord and Tenant shall agree to an adjusted rent.

Section 3.3. It is the express understanding and agreement of the Landlord and the Tenant that the Net Rent due and payable hereunder shall be absolutely net to the Landlord so that this Lease shall yield to the Landlord the Net Rent specified above during the term of this Lease, and that all costs, expenses and obligations of every kind and nature whatsoever relating to the Premises shall be paid by the Tenant (including, but not limited to, real estate taxes, if any, assessments, water use fees, insurance premiums and utility expenses), without cost or obligation of any type to the Landlord whatsoever. In addition, the Tenant agrees to pay all costs, expenses, and obligations of every kind and nature whatsoever in connection with the operation, repair, restoration, maintenance, cleaning, protection and management of the Premises including, without limitation, the following: costs for personnel engaged in, and for other services rendered in connection with, the operation, repair, restoration, maintenance, cleaning, protection and management of the Premises; electricity, gas, oil, septage disposal and water (including any

SELECTMEN

TO: Town of Sandwich Board of Selectmen & Administrators

FROM: The Sandwich Chamber of Commerce

DATE: July 30, 2015

RE: Sandwich Chamber of Commerce updated supporting financial documentation

JUL 30 2015
RECEIVED

Thank you for your continued efforts and support of our project to upgrade the seasonal Information Center on Route 130 to a year round facility.

The Sandwich Chamber of Commerce has completed the RFP process with the Town of Sandwich, for the purpose of obtaining a lease for the land, that would enable the Chamber to construct an improved facility to better service the Sandwich community. As a condition of this lease (per Article II), the Chamber is providing this package to the Board of Selectmen, as Landlord, with suitable evidence of adequate funding for the project. This package will provide a brief review of the Chamber's role in community, a review of the proposed project, and a detailed outline, with supporting documents, of the project funding.

The Chamber understands and appreciates the Town's responsibility to minimize any financial risk to the taxpayers of the Town. We are in agreement with you, and will continue to work on the same side to ensure that the proposed project is viable, and that the Town will not be left with a partially completed project. Prior to the RFP response, the Chamber voted to pursue this project with the stipulation that no shovel would touch the ground until 100% of the funding for the proposed project was in place. At this time, the Chamber has the resources in place.

This \$300,000 building project proposal, as was outlined in the RFP response, meets the basic needs of providing a professional, year round, centralized location for business, community and visitor information, Chamber office and storage. It is designed to be easily improved over time and with the funding, so both the Chamber and Town Government can meet our shared responsibilities regarding this project. It is the Chamber's intention to continue the fundraising efforts to improve the facility and reduce the proposed mortgage debt up until the time it is no longer practical to do so.

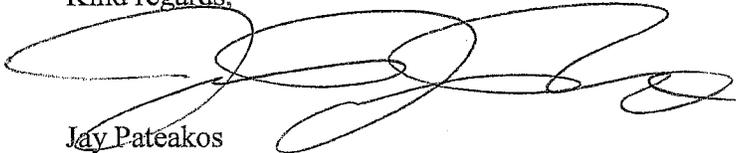
The Chamber is so grateful to every contributing segment of our community that wanted to be a part of this project. We want to work with you so that public presentations of this project can be done comfortably, positively and with pride for all in a job well done.

Attached you will find:

- Our organization & current \$300,000 project budget summary - We are pleased to announce working with member & local business *RW Anderson & Sons Inc. Builders* to oversee construction that meets/exceeds our standards, regulations, objectives & cost constraints which includes generous in kind work from local businesses and supporters. Rick Anderson has well over 35 years of construction experience and understands the nuances and beauty of Sandwich, having grown up here. He will ensure that building is compliant and fitting within the landscape of the Town.
- Documentation of the financing approval from *MassDevelopment* for up to \$100,000. This financial commitment/support is the only financed portion of the project, with the remaining funds coming from cash donations.
- Bank letters reflecting cash balances as of July 30, 2015.
- Clarification of donations, as of July 30, 2015, to demonstrate that funds yet to be received are in excess of our minimum required \$300,000 to fund any unexpected construction costs overruns, and provide excess contingency support to the building budget.

Mr. Lapp explained that the Board of Selectmen will review this documentation and let the Chamber know, by mid-August, the next step. We are extremely pleased to have met our obligation on time, and are ready to move forward. Further, we look forward to publically thanking all involved as we are so appreciative of the work and contributions done by so many to make this happen. It is a true community event that should be celebrated! Please let us know if you have any questions or need clarifications. We look forward to hearing from you.

Kind regards,



Jay Pateakos
Executive Director
Sandwich Chamber of Commerce

To everyone that still wishes to donate please mail your check payable to either the Sandwich Chamber of Commerce (a 501c6 organization) or the Sandwich Legacy Foundation (a 501c3 organization) to PO Box 744, Sandwich, MA 02563. You can also donate on-line through <http://www.sandwichchamber.com/capital-campaign-1.php>

Organization & Current \$300,000 Project Budget

As explained in the "Operational Plan with New Facility" submitted with the approved RFP, while it's true that the Chamber is here for its members and works hard for them, the Chamber, in all actuality, is working for the betterment of the town overall. Our daily program of work includes services to our members, visitors & community at large.

The mission of the Sandwich Chamber, an independent 501c6 not-for-profit, is to promote the wealth and well-being of Sandwich business while preserving our town's natural beauty and character. Over the years the Chamber created a supported 501c3 organization, The Sandwich Legacy Foundation. The mission of the Sandwich Legacy Foundation is to enhance the lives of all Sandwich residents, now and for generations to come, by promoting community philanthropy, responding to local needs through grant making and providing leadership in supporting a strong sense of community. It supports the building project, some of our more community service oriented events, and has begun to work with the Cape Cod Foundation to create a permanent endowment focused exclusively on Sandwich to support a culture of giving for the long term.

The Chamber and the building are for residents, also. It will provide YEAR ROUND service to visitors and residents, with information that reflects the value of coming to Sandwich and staying here. We must never be the town that people just drive through. The Chamber is THE local information center for what is going on for events, such as the 375, Holly Days, Sandwich Artisans, Sandwich Arts Alliance, Glass Town Cultural District, museum events and more. This proposed full service center will help anyone in town get to where they are going, and will continue to promote Sandwich as the place to be, a place to stay, and a place to come back to again. Visitor support to our business community allows those businesses to serve residents as well, and enables Sandwich to be a vibrant growing community.

The proposed modest \$300,000 building that will have office space, central information area & display space as well as bathroom facilities can operate year round. The basement will go undeveloped for now (used as storage), with future plans to finish into a conference room which the whole town will be able to use when funding permits. It will provide exhibit space on the history and culture of Sandwich, educational space to fulfill the needs of the new cooperative efforts of our museum, cultural and educational partners, as well as parking and public restrooms at the site of the existing booth. The new space would be expandable to allow for more displays, work space and more offerings for research on historic sites and genealogical information. The proposed building will be approximately 1,000 square feet with much potential for growth.

The Welcome Center Cost estimate, provided in the RFP, has been updated as of July 30, 2015 to meet the previously approved objectives, and continues to reflect the proposed \$300,000 budget.



7/30/2015

Sandwich Chamber of Commerce 2015 Preliminary Budget Pricing

#	COMPONENT	2015 plan	COMMENTS
1	Plans, Extra Blueprints, Etc.	3,850	Conserve Group Builders and Architects
2	Permits, Building/Health	990	
3	Survey	5,000	In kind Horstley Witten Group
4	Clearing Site	1,320	
5	Site Engineering	4,935	In Kind Atlantic Design Engineers
6	Siltation Bales - Drive Stone	550	
7	Bouse House	567	
8	Demolition	0	
9	Dumpster fees	880	1,000 In Kind Nauset Disposal
10	Structural Engineering	330	
11	Electrical Service & Use Of	715	
12	Natural Gas Service	550	
13	Excavation, Backfill	3,850	
14	Trenching	1,100	1,000 In Kind Kobo Underground Utility
15	Fill - Rough Grading	0	
16	Septic	7,700	1,000 In Kind Ready Rooter
17	Water Service/ Well	1,650	
18	Foundation	12,295	
19	Fdn - Upgrade to 10' Walls	3,000	
20	Piers / sonotubes	3,520	
21	Foundation cutting	0	25,000 In Kind Foundation - Tommy Tsakalos
22	Foundation Floors	2,860	
23	Pumping	1,595	
24	Foundation Coating, Sealing	385	
25	Stone for Basement	1,100	
26	Drainage for Basement	0	
27	Chimney & Fireplace	4,290	
28	Gasket sealed Fireplace Doors	0	
29	Front Steps/Brickwork	2,640	
30	Shell Material Package	29,150	
31	Shell - Labor	20,350	Anderson Framing & Remodeling
32	Roof - Labor	2,613	
33	Sidewall - Labor	6,050	
34	Structural Steel	1,650	
35	Decks (Labor & Materials)	4,070	
36	Windows	9,213	
37	Andersen Doors	0	
38	Impact Panels	0	
39	Porch Panels	0	
40	Skylights	0	
41	Exterior Doors	3,905	
42	Special Door Hardware	880	
43	Storm Door	0	
44	Interior Material Package	6,380	
45	Interior - Labor	6,710	
46	Special Int. Labor Materials	0	

Chamber 2015 Budget Estimate

47	Wood Flooring - down	9,800		
48	Wood Flooring - up	0		
49	Carpet	0		
50	Underlayment	495		
51	Ceramic Tile floor	7,800		
52	Ceramic Tile shower	0		
53	Shower door	0		
54	Ceramic Tile Kitchen BackSpl	0		
55	Hood ducting	0		
56	Kitchen Cabinets/Counters	450		
57	Bath Cabinets/Counters	1,320		
58	Misc. Bath Hard/Glass	880		
59	Handicap Fixtures	660		
60	Privacy partitions	1,980		
61	Appliances	0		
62	Plumbing	7,700		
63	Plumbing Fixtures Allow	3,410		
64	Plumbing Gas piping	880		
65	Plumbing water heater	1,650		
66	Heating - hot water	0		
67	Radiant Heat	0		
68	Central Air Heat/Cooling	23,300		
69	Electrical	15,400		
70	Electrical Service	4,950		
71	Electrical fixture allowance	1,650		
72	Security/Alarm System	0		
73	Vacuum System	0		
74	Painting - Interior	5,400	In Kind Sheriffs Dept.	Total 15,000
75	Painting - Exterior	4,080	In Kind Sheriffs Dept.	
76	Garage Door - Installed	0		
77	Gutters - Downspouts	990		
78	Insulation Batts	4,290		
79	Insulate Basement	0		
80	Insulation Sprayed Cel	0		
81	Blueboard/Plaster	7,425		
82	Vertical Paneling	0		
83	Dropped Ceiling	0		
84	Driveway	10,000		
85	Walks	1,650		
86	Finish Grade	0		
87	Landscaping	5,500	4,500 In Kind from Sheriffs Dept.	1,000 Design In Kind
88	Sprinkler System	0		
89	Final Cleaning	440	In Kind Sheriffs Dept.	
90	Shutters	2,224		
91	Project Supervisor	33,550		
92				
93				
	Total Costs	314,516		
	Less	15,000	R.W. Anderson & Sons discount in kind	
	Total	299,516		

Jay Pateakos

From: Kirkwood, Lisa P [Lisa.Kirkwood@td.com]
Sent: Wednesday, July 29, 2015 4:55 PM
To: Jay Pateakos
Subject: Fw: Sandwich Chamber of Commerce

Sent from my BlackBerry 10 smartphone on the Verizon Wireless 4G LTE network.

Lisa P. Kirkwood
Senior Relationship Manager, VP
TD Bank, NA
From: Moran, Paul <pmoran@Massdevelopment.com>
Sent: Wednesday, July 29, 2015 4:27 PM
To: Kirkwood, Lisa P
Subject: Sandwich Chamber of Commerce

Lisa,

This email confirms that MassDevelopment has approved the Sandwich Chamber of Commerce for a commercial loan for \$100,000. The loan is subject to certain terms and conditions that will be included in the commitment letter. The Agency's Attorney is Margaret Ishihara, she is preparing the commitment letter and will send it to our legal department for it to be reviewed. The commitment letter needs to be signed by our Executive Director, Laura Cantor. Laura will be returning from vacation on Monday so I should be able to get the signed commitment by Monday or Tuesday.

Sincerely,

Paul Moran
VP Commercial Lending
MassDevelopment

This message and any attachments may contain confidential or privileged information and are intended only for the use of the intended recipients of this message. If you are not the intended recipient of this message, please notify the sender by return email, and delete this and all copies of this message and any attachments from your system. Any unauthorized disclosure, use, distribution, or reproduction of this message or any attachments is prohibited and may be unlawful.



THE CAPE COD FIVE CENTS SAVINGS BANK

*Community Banking
Since 1855*

July 30, 2015

Sandwich Chamber of Commerce
P.O. Box 744
Sandwich, MA 02563

Re: Account verification

Dear Jay Pateakos:

This letter is to confirm, account #xxxxx7315, Sandwich Legacy Foundation Inc. and account # xxxxx2844, Sandwich Chamber of Commerce, as of the date of this letter has a balance of \$ 117,123.66 and \$15,878.52 respectively. Please feel free to use this letter for any purpose you deem necessary.

Do not hesitate to contact with should you need further assistance.

Regards,

Patricia A. Piva
AVP/Branch Manager



195 Market Street
Lynn, MA 01901-1508

July 30, 2015

To The Board of Selectmen:

This is to verify that as of July 30, 2015 the Sandwich Chamber of Commerce had \$12999.26 in account # [REDACTED] with Eastern Bank.

Sincerely,

A handwritten signature in cursive script that reads "Robin M. Way".

Robin M. Way
Assistant Branch Manager, Sandwich
508-888-4449

Up to the Day Clarification of Donations

The chart below illustrates the project cost and the funding sources as of July 30, 2015. Please note that in addition to the funds already collected, there are pending funding requests circulating that could not be formally approved in time for the July 30, 2015 deadline. We expect to hear a response from these organizations next week; therefore these funds are not included in the chart below.

Confirmed Building Cost to meet minimal need	\$300,000
In Kind Donations (see RWA construction budget)	\$54,000
Funds needed to complete project	\$246,000
Approved MassDevelopment Financing	\$100,000
Cash needed to complete project	\$146,000
Cash (donations received)	\$130,122
Cash Reserve	\$15,878
TOTAL CASH	\$146,000
Contingency funds to be collected:	
Pledge receivables *	\$37,958
TOTAL funding AVAILABLE for the PROJECT	\$337,958

*The \$300,000 proposal meets the projected project, but fundraising efforts will continue up until the time it is no longer practical to do so. We felt it important to demonstrate full funding available as of July 30 for the basic project, and we will have an additional \$40,000 plus to cover contingencies and reduce mortgage debt.

The Chamber is very grateful to ALL donors. Please note that we do not have permission to share the specific pledge information in a public forum, so a summary was provided below:

* Excess Outstanding Donations:

	Dollars	Number of pledges	% of total funds
TOTAL Funding	\$337,958	105	
TOTAL outstanding donations	\$37,958	14	11%
2 largest committed donations	\$25,000	2	7%
Pending committed donations	\$12,958	12	4%
TOTAL outstanding donations	\$37,958	14	11%

We will celebrate EVERYONE’S efforts as we move forward.

WAY TO GO SANDWICH – THANK YOU FOR THE COMMUNITY SUPPORT!!!



MASSDEVELOPMENT

99 High Street
Boston, Massachusetts
02110

BY UPS OVERNIGHT MAIL

Tel: 617-330-2000
800-445-8030
Fax: 617-330-2001

August 3, 2015

Sandwich Chamber of Commerce, Inc.
128 Route 6A
PO Box 744
Sandwich, MA. 02563

www.massdevelopment.com

Attn: Jay Pateakos, Executive Director

Re: General Fund Real Estate Construction Loan

Dear Mr. Pateakos:

Massachusetts Development Finance Agency ("Lender") is pleased to inform you that the Sandwich Chamber of Commerce, Inc.'s loan request for a \$ 100,000.00 mortgage loan, to be used for the construction of a building and improvements on leased land located at 510 Route 130, Sandwich, Massachusetts, has been approved subject to the following terms and conditions.

Borrower: Sandwich Chamber of Commerce, Inc.

Collateral: A first mortgage on and assignment of leases, rents, contracts, and permits for the building and improvements and land leased from the Town of Sandwich and located at 510 Route 130, Sandwich, Massachusetts (the "Property").

A valid first lien on all business assets of the Borrower.

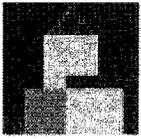
Loan Amount: \$ 100,000.00

Commitment Fee: A non-refundable loan commitment fee of \$ 500.00 shall be due and payable upon acceptance of this commitment letter.

Term: 5 years.

Amortization Period: 25 years

Interest Rate: 4.50 % per annum.



MASSDEVELOPMENT

Payment Schedule: Interest-only payments for 18 months, converting to monthly payments of principal and interest based upon a 25 year amortization schedule.

Prepayment Privilege: Borrower shall have the right to repay the Loan in whole or in part at any time without penalty.

Hazard, Liability, and Flood Insurance: Borrower shall provide a prepaid fire insurance policy with broad form extended coverage, and such other coverage (including all risk), as the Lender may require, insuring the Property and all business assets of the Borrower in amounts equal to the full replacement costs of such properties, with agreed amount endorsements. All policies shall be written in amounts, on forms, and with companies satisfactory to the Lender, shall name Lender as an additional insured and contain non-contributory standard loss payee and mortgagee clauses effective as of the Loan Closing.

As appropriate during any construction, Borrower shall also provide builder's risk coverage.

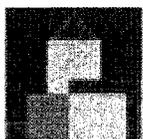
Borrower shall also maintain comprehensive general liability insurance with broad form endorsement, all in such form, amounts, and with insurers satisfactory to the Lender, naming Lender as an additional insured.

Lender reserves the right to require additional insurance coverage as it may reasonably deem necessary.

Evidence must be provided to the Lender that the Borrower carries sufficient flood insurance, as required under the Flood Disaster Protection Act, satisfactory to the Lender if the Property is in a flood hazard zone.

Evidence of Hazardous Materials: Prior to closing, Borrower shall provide a satisfactory environmental assessment report for the Property. Borrower shall also execute a Hazardous Materials Indemnification Agreement in favor of the Lender for the Property.

Title Insurance: Borrower shall deliver to Lender an ALTA title insurance policy on a form approved by Lender, insuring the Lender as of the date of the Loan Closing, that (i) the Borrower is vested with good, marketable, and indefeasible title in the Property, subject only to liens and encumbrances acceptable to the Lender, and (ii) the mortgage on the Property constitutes a valid first lien upon the fee title.



MASSDEVELOPMENT

Survey: Borrower shall provide a satisfactory ALTA as-built survey and surveyor's certification both certified to Lender.

Financial Condition: If the Borrower or the Property shall be the subject of any pending or imminent litigation that would have a material adverse effect on the Borrower or Property, or if the Borrower shall have become bankrupt or insolvent or if, in the Lender's opinion, there shall be any material adverse change in the Borrower's financial condition between the date of issuance of this Commitment Letter and the date of the Loan Closing, the Lender shall have the right to terminate this Commitment Letter and not close the Loan.

All representations made by the Borrower in the mortgage loan application or otherwise, with respect to obtaining the Loan shall be deemed to be material and relied upon by the Lender in issuing this Commitment Letter and shall survive the Loan Closing.

Legal Opinions: Borrower's counsel shall provide an authority and enforceability opinion and an opinion on zoning and other permits related to the Property in form and substance acceptable to the Lender.

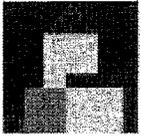
Taxes: With respect to each Property, the Borrower shall present evidence satisfactory to the Lender that all installments of taxes, in-lieu payments, service fees, and all assessments, water and sewer charges, and any other prior lien charges then due and payable, have been paid in full on or before the Loan Closing or that the Property is tax-exempt.

Transfer of Interest: The identity of the Borrower is of material importance to the Lender. Neither this Commitment Letter nor any collateral for the Loan, shall be assigned or transferred by the Borrower, nor may there be any sale or transfer of ownership of any interest in the Borrower or an entity guarantor without the Lender's prior express written approval.

Financial Statements: During the Loan Term, Borrower must provide the following:

- (a) annual fiscal year end financial statements prepared by a CPA and certified as true and accurate by Borrower; and
- (b) any other financial reporting documents reasonably required by the Lender.

Financial Covenants: The following financial covenants shall be complied with during the Loan Term.



MASSDEVELOPMENT

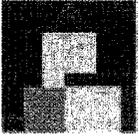
- The minimum global debt service coverage ratio for all indebtedness owed by Borrower shall be 1.20:1, tested annually upon submission of their financial statements, and Borrower must provide an annual compliance certificate that such covenant has been met.

Contractor Policy: Borrower agrees it will comply with MassDevelopment's Contractor Policy which obligates recipients of assistance from MassDevelopment to adhere to MassDevelopment's debarred vendor policy. By signing below, Borrower agrees that for costs to be financed with Loan proceeds, Borrower or its affiliates will not knowingly (i) solicit or consider bids, contract or negotiate with any vendor listed as debarred or suspended on the debarment lists maintained by the Commonwealth of Massachusetts' Division of Capital Asset Management and Maintenance, the Department of Transportation, the Department of Industrial Accidents, the Office of the Attorney General, or the Federal government (the "Debarment lists") or (ii) approve a sub-contract with any vendor listed as debarred or suspended on the Debarment lists.

The applicant also agrees that for any costs financed with Loan proceeds, contracts for such work will include a specific requirement that the vendor will not knowingly (i) solicit or consider bids, sub-contract or negotiate with any other vendor listed as debarred or suspended on the debarment lists or (ii) approve a sub-contract with a vendor listed as debarred or suspended on the debarment lists.

If MassDevelopment learns that these requirements have not been met before closing, it reserves the right to terminate this commitment and if it does so to refund the Commitment Fee in full. The Borrower will be required to provide a certificate at the closing covenanting to its compliance with these requirements. After the Loan Closing, MassDevelopment will not advance loan proceeds against requisitions for payment of vendors that MassDevelopment learns were debarred or suspended at the time the relevant contract was created.

The Commonwealth's Executive Office of Administration and Finance has a webpage with a link to the above named lists, <http://www.mass.gov/anf/property-mgmt-and-construction/design-and-construction-of-public-bldgs/vendor-debarment.html>.



MASSDEVELOPMENT

Expenses: Whether or not this Commitment Letter is terminated for any reason and whether or not the Loan closes, Borrower agrees to pay and reimburse the Lender for any and all costs incidental to the contemplated Loan transaction, including without limitation Lender's legal and appraisal fees and other fees incurred in connection with the processing and/or approval and/or closing of the Loan. Our counsel in this transaction will be Margaret A. Ishihara, PO Box 567, 2201 Cranberry Highway, West Wareham, MA. 02576; telephone: (508) 295-1570.

Further Conditions: In addition to the above, this commitment letter is also conditioned on the following:

- a) Subject to review and approval of a satisfactory executed lease with the Town of Sandwich;
- b) Written approval of the mortgage, and collateral assignment of leases and rents by the Town of Sandwich, including a provision that the Town of Sandwich will give notice to the Lender of any default under the lease;
- c) Landlord's Waiver and Consent from the Town of Sandwich;
- d) Loan advances will be based on the submission of construction requisitions or project related invoices, using the services of an approved inspector to review the project budget provided by the borrower and to monitor and sign off on all requisition requests.
- e) Receipt and satisfactory review of an appraisal to be obtained by the Lender showing not more than 90% LTV per policy;
- f) Other terms and conditions as deemed necessary by Agency Counsel.

Loan Closing: The Loan shall close at the offices of the Lender's counsel no later than September 30, 2015, unless extended in writing by the Lender.

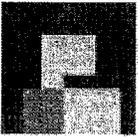
Commitment

Expiration: Unless this commitment letter is signed and delivered to Lender by August 17, 2015, accompanied by the Commitment Fee, it shall be null and void unless Lender extends the expiration date in writing.

This Commitment Letter supersedes all prior representations, agreements, commitment letters regarding the Loan or any portion thereof and other dealings between the parties, written or oral. The Commitment Letter is personal to the Borrower and shall be deemed null and void if (i) it is transferred by the Borrower, or (ii) in the event of any change in the ownership or control of the Borrower or any

If the foregoing is acceptable, please execute this letter below, whereupon it shall take effect as an agreement of the parties.

As set forth above, this commitment letter will remain open for your acceptance until August 17, 2015, and will be null and void unless a fully executed copy of this commitment letter and the Commitment Fee are returned to Paul Moran by such date.



MASSDEVELOPMENT

Should you have any questions regarding this letter, please contact Paul Moran at (508) 678-0533.

MASSACHUSETTS DEVELOPMENT FINANCE AGENCY

By: Laura L. Canter
Name: Laura L. Canter
Title: Executive Vice President, Finance Programs

Accepted this _____ day of _____, 201__.

Sandwich Chamber of Commerce, Inc.

By: _____
Name:
Title:

TOWN OF SANDWICH
Request for Proposals
Sandwich Hollows Golf Club
Management Contract
Restaurant and Function Facilities
Issued: 7/13/2015
Due date: 8/3/2015 at 10:00am

A. GENERAL

The Town of Sandwich (the "Town"), through the Town Manager, requests proposals from qualified parties to contract and operate a restaurant, lounge, and function room service bar, including liquor service, in the Town-owned Sandwich Hollows Golf Club (the "Golf Club"). The premises to be contracted total approximately 6500 square feet and is further described in this request for proposals. Proposals shall be received no later than 10:00 a.m. on Monday, August 3, 2015 at Sandwich Town Hall, 130 Main Street, Sandwich, MA 02563.

B. KEY DATES FOR PROPOSAL

7/13/2015	Solicitation of Requests for Proposals
8/03/2015	Proposals Due to Town of Sandwich
8/04/2015 – 8/19/2015	Evaluation Period (estimated)
8/20/2015	Contract Award (estimated)
1/1/2016	Commencement of Operations (estimated)

C. PROPOSAL/PROCESS AND EVALUATION CRITERIA

1. This Request for Proposals (RFP) is governed by the requirements of Massachusetts General Law (M.G.L.) Chapter 30B, Section 6. Proposals must be submitted in two separate sealed envelopes. One envelope shall contain the proposer's price proposal and it shall be clearly marked "PRICE PROPOSAL", as outlined in Exhibit 2. The other envelope shall contain all the "NON-PRICE PROPOSAL" information required by the RFP, as outlined in Exhibit 1. Included with the non-price information must be executed copies of Exhibit 3, "Certificate of Non-Collusion and Certificate of Tax Compliance", and Exhibit 4, "Certificate of Corporate Vote" (if applicable).

The proposal evaluation team shall review, evaluate, and rate each proposer's non-price information. The Town's chief procurement officer shall consider those non-price ratings together with the price submissions and shall determine the proposal that is in the overall best interests of the Town.

2. The Town will consider all non-price proposals based on minimum and comparative criteria.

Minimum Evaluation Criteria

Proposals must meet the following minimum requirements in order to be considered for award of the contract:

- a. Proposer must have at least three years of experience operating a restaurant, including liquor service, or a comparable retail food preparation and service business;
- b. The designated manager(s) of the restaurant, lounge, and function facility must have at least three years of experience in the management of a restaurant or related facility;
- c. The designated manager and all staff must be or must agree to become certified under a Responsible Alcoholic Beverage Server training program for the service of alcoholic beverages and must agree to allow the Town to conduct a criminal background check through the Commonwealth's Criminal Offense Record Inquiry (CORI) system;
- d. Proposer must demonstrate a sound fiscal condition by disclosing that it has a relationship with a bank or other financial institution under which the proposer has or is eligible to maintain a line of credit in the amount of at least \$20,000, and such that the proposer can demonstrate it has had such a relationship with one or more institutions for at least two years (must submit letter of verification from bank or institution);
- e. Proposer must demonstrate that it has operated at least one restaurant or comparable retail food preparation and service business at a profit for at least three years (must submit financial statements verified by an accountant who has audited the business(es) or applicable federal and state tax returns).
- f. Proposer must commit to the minimum hours during the following periods (or greater).

April - October

7:00 am – dusk

November through March if golf course is open

9:00 am – dusk

Off season months snow days at the discretion of the operator after consulting with Director of Golf.

- g. Proposer must provide food services to include a breakfast, lunch and dinner menu, and special functions menu, and a full-service bar.
- h. Proposer must demonstrate capacity to obtain general liability and property insurance coverage as specified by the Town (\$1m/\$2m limits) and name the Town as an additional insured, as well as liquor liability insurance and Worker's Compensation insurance as required by the General Laws of the Commonwealth of Massachusetts.

- i. Proposer must submit signed copies of Exhibit 3, “Certificate of Non-Collusion and Certificate of Tax Compliance”, and Exhibit 4, “Certificate of Corporate Vote” (if applicable) with the Non-Price Proposal.
- j. Proposers must agree to work with the Sandwich Hollows Golf Club Director of Golf to develop reasonable food and beverage offerings to encourage more golf outings at the Sandwich Hollows Golf Club.
- k. Proposer must agree to document gross sales (separately for food vs. beverage), on a monthly basis and year-end of each year, to the Town as prepared by a Certified Financial Auditor.

Comparative Evaluation Criteria

The following ratings will be used to measure the merits of each non-price proposal that has met the Minimum Evaluation Criteria as described above. Those proposals that do not meet the Minimum Evaluation Criteria will be deemed *non-advantageous* or *unacceptable* and will not continue to be considered for this proposal. Those proposals that meet all of the minimum requirements, and are determined to be both responsive and responsible, will be further reviewed using the following comparative evaluation measures.

Years of Experience

a. Proposer’s experience in the operation of a full service restaurant or comparable retail food preparation and service business:

More than five (5) years:	Highly Advantageous
Two (2) to five (5) years:	Advantageous
Fewer than two (2) years:	Not Advantageous

b. Designated manager’s experience in the management of a full service restaurant or comparable retail food preparation and service business:

More than ten (10) years:	Highly Advantageous
Two (2) to ten (10) years:	Advantageous
Fewer than three (2) years:	Not Advantageous

c. Proposer’s experience in the operation of a full service restaurant or comparable retail food preparation and service business responsible for providing complete liquor service:

More than ten (10) years:	Highly Advantageous
Two (2) to ten (10) years:	Advantageous
Fewer than three (2) years:	Not Advantageous

Direct Experience

d. Proposer’s experience in the operation of a full service restaurant and/or Sports Bar located at and maintained as part of a golf course or other public recreational facility:

More than five (5) years:	Highly Advantageous
Two (2) to five (5) years:	Advantageous
Fewer than three (2) years:	Not Advantageous

e. Proposer's experience in the operation of a function facility that provides catering services for such events as weddings, anniversaries, and retirement parties:

More than five (5) years:	Highly Advantageous
Two (2) to five (5) years:	Advantageous
Fewer than three (2) years:	Not Advantageous

f. Evaluator's degree of satisfaction with the Proposer's other food service establishments:

Highly Advantageous: The Proposer's other food service establishments demonstrate successful experience in providing high quality, full range of food and beverage service, bar service, and function catering, of the nature and size contemplated in this RFP and have remained in business at each location for at least the length of the term of this contract.

Advantageous: The Proposer's other food service establishments demonstrate successful experience in providing a more limited range of food and beverage service, or lacks experience with bar service and function catering, than contemplated in this RFP and have remained in business at most locations for at least the length of the term of this contract.

Not Advantageous: The Proposer's other food service establishments have provided limited food and beverage service, or lack experience with bar service or function catering, or have not demonstrated the ability to remain in business for at least the term contemplated in this RFP.

Financial Capacity

g. Highly Advantageous: Proposer's who have operated a food service business that showed average annual gross sales over its last three (3) years of operation of over \$400,000.

Advantageous: Proposer's who have operated a food service business that showed average annual gross sales over its last three (3) years of operation between \$100,000 and \$300,000.

Not Advantageous: Proposer's who have operated a food service business that showed average gross sales over its last three (3) years of operation of less than \$100,000.

References

h. Favorable references relating to the operation of a full service restaurant or comparable retail food preparation and service business:

Three (3) or more with no negative references:	Highly Advantageous
One (1) to two (2) with no negative references:	Advantageous
None, or negative references equal to or greater Than favorable references:	Not Advantageous

Interview

i. Evaluator’s level of satisfaction with the Proposer based on interview presentation/performance (provided interviews are conducted).

Highly Advantageous: The Proposer demonstrates thorough and advanced knowledge and expertise overseeing and operating a high quality, full range of food and beverage service, bar service, and function catering, of the nature and size contemplated in this RFP.

Advantageous: The Proposer demonstrates qualified knowledge and experience overseeing and operating a more limited range of food and beverage service, bar service or function catering, of the nature and size contemplated in this RFP.

Not Advantageous: The Proposer demonstrates basic and limited knowledge and experience overseeing and operating a limited range of food and beverage service, bar service or function catering.

3. Interviews

The Town reserves the right to interview Proposers meeting the minimum evaluation criteria if deemed to be beneficial to the Town. The Proposer’s presentation and performance during the interview will be one of the selection criteria if the Town decides to conduct interviews.

4. Submission Requirements

Proposers shall submit ten (10) hard copies of their proposal addressed to the Town Manager, no later than Monday, August 3, 2015 at 10:00 a.m. delivered to Sandwich Town Hall, 130 Main Street, Sandwich, MA 02563. The proposals must be submitted in two (2) sealed envelopes, one containing price information and the other containing non-price information. Included with the non-price information must be executed copies of Exhibit 3, “Certificate of Non-Collusion and Certificate of Tax Compliance”, and Exhibit 4, “Certificate of Corporate Vote” (if applicable). Proposals shall provide all the information required in the RFP and the attached proposal form, and may include additional information, such as narrative summaries, business brochures, menus, and letters of recommendation.

Price proposals shall not be publicly opened and shall remain confidential until such time as the decision on award has been made by the Town’s chief procurement officer.

The Town reserves the right to reject any or all proposals if it is in the interests of the Town to do so. The Town also reserves the right to waive any errors and/or omissions in the proposals and may request proposers to provide supplementary information or clarification information after proposals have been received, if such information is requested to correct an omission in the proposal or to otherwise assist the Town in understanding the proposal.

5. Pre-Proposal Site Inspection

A formal pre-proposal site inspection is not scheduled. However, all proposers are encouraged to do their own individual site inspection of the premises. All such inspections must be scheduled ahead of time by contacting the Director of Golf at (508) 888-3384 extension 111 to schedule an appointment between the hours of 8:00am-10:00am Monday-Thursday.

D. BACKGROUND INFORMATION

Sandwich Hollows Golf Club is an 18-hole municipal golf course complete with a driving range, practice green, and clubhouse facilities accommodating a restaurant, a lounge, and a function room. It is the Town of Sandwich's goal to provide and maintain a quality, attractive, and affordable golfing facility to residents and guests. Golf rounds at the club are estimated to be 30,000 per year. The course is open to the general public -- both residents and non-residents are welcome. Exhibit 9 provides a list of furniture and equipment currently found in the clubhouse.

The restaurant and function facilities are integral components of the golfing experience at Sandwich Hollows Golf Club. The successful bidder must be willing to provide the best quality product and service to the golfer and guests of the facility.

E. TERM OF CONTRACT

The original term of the contract shall be from January 1, 2016 to December 31, 2023. The Town reserves the right to award a contract extension to December 31, 2025 for an additional term of up to two (2) years at its sole discretion.

F. DESCRIPTION OF THE PREMISES

Proposals shall be accepted from parties for the management contract and operation of the restaurant and function facilities in the areas of the building outlined on the attached floor plans (Exhibit 7), and described as follows. There is ample free parking available for the operations contemplated by this request for proposals and the recreational activities that are offered at the Golf Club.

1. Restaurant/Lounge

The restaurant/lounge is located on the second floor (ground level access) of the Clubhouse and is comprised of approximately 1500 square feet and accommodates up to 100 people. The lounge includes a "L" shaped bar with 17 stools with acceptable refrigeration and storage. The restaurant kitchen is approximately 280 square feet. Tables and chairs are available for use by the operator with the understanding that maintenance of said furniture is the responsibility of the operator.

The Operator shall be the sole provider and server of all alcoholic beverages and prepared food in the restaurant/lounge. The Town reserves the right to sell snacks in the pro shop and provide food for special member events on the golf course.

2. Function Room

The Operator will have access to the third floor function room. The room is approximately 4000 square feet and accommodates up to 180 people. The function room also includes a service bar complete with refrigeration and electric outlets, a food and beverage holding section of approximately 200 square feet, a fireplace, and a permanent dance floor. Tables and chairs are available for use by the operator with the understanding that maintenance of said furniture is the responsibility of the operator.

The Operator shall be the sole provider and server of all alcoholic beverages at the third floor function room service bar.

The Operator will not be the sole provider of food service at the third floor function room. The selection of food service vendor(s) will be made independently by each entity using or renting the third floor function room, subject to the approval of the Director of Golf or his/her designee. Use of the kitchen is restricted to use by the Operator only.

All bookings of the function room, including but not limited to golf outings, operator originated functions, outside functions, meetings, etc., must be approved in writing by the Director of Golf or his/her designee. The Town anticipates holding some Town government and government-related meetings, as well as limited recreational programs, in the third floor function room periodically throughout the term of this contract. **Administration and communication of this master schedule will become a key component of the future success of the function business conducted at SHGC. The master schedule will be kept with the Director of Golf or his/her designee.**

The Operator will also have use of office space on the ground floor totaling approximately 200 square feet, plus approximately 900 square feet of additional ground floor level storage for storage use, plus additional storage (combined approximately 645 square feet) for food and beverage stock, located on the first floor.

G. PROPOSAL REQUIREMENTS – SINGLE CONTRACTOR

Proposals shall be submitted by a single entity to management contract and operate the restaurant/lounge and the function facility.

H. FUNCTIONAL REQUIREMENTS OF THE PREMISES

Restaurant/Lounge

The Town encourages proposals that will provide for a full-time restaurant/lounge operation. **Proposers should describe the nature and quality of the restaurant/lounge operation they will offer**, such as the hours of operation, the type of food and services to be offered, and the price range of said food and services. Proposals that provide for moderate prices and menus are encouraged. The restaurant/lounge may be used to for smaller parties and functions, provided the scheduling of those events does not close down the facility to the general public. The hours of operation during the golf season, April 1st through October 31st - must, at a minimum or greater, be as follows:

April - October 7:00 am – dusk

November through March if the golf course is open 9:00 am – dusk

Closed on Mondays from December through March if requested by the Operator.

The Town of Sandwich will share the findings of the National Golf Foundation (NGF) report conducted for the Town in 2009 regarding the operations of the restaurant/lounge. Continuation and/or implementation of these or other revenue generating ideas are strongly encouraged, but may require the operator to invest in improvements to the facility, e.g, equipment, furnishings and fixtures.

Should the operator determine that it shall need, require or desire to add new or replace worn out equipment within the kitchen, or any other portion of the leased premises, the operator shall request the permission of the Town of Sandwich to do so. The cost shall be the sole responsibility of the operator.

In the event that any such equipment is damaged or destroyed regardless of cause, it shall be the sole responsibility of the operator to repair (and maintain) or replace such equipment. Any such equipment shall remain the property of the operator upon the conclusion of the lease term.

It shall be the responsibility of the operator to provide an annual inventory of all equipment owned by both parties.

Function Facility

Proposers must describe the nature of the functions they contemplate, including its relation, if any, to the restaurant operation. Proposers must include a sample of the type and number of functions it estimates will be held during a typical year. A sample price range for use of the function facility should be included. Proposers are encouraged to develop operational plans that will accommodate function services for golf outings booked by Sandwich Hollows Golf Club.

Proposals that provide moderate price ranges for guest and member functions are encouraged. The successful bidder will be required to coordinate with the Golf Director in scheduling golf related functions that are confirmed at least 10 days before the function date.

Marketing/Advertising

Operator shall be responsible for marketing, advertising and promotion for the restaurant/lounge and function facilities, and all associated costs. Use of golf course photos and the like in any advertisement must be approved by the Director of Golf in advance.

The Town of Sandwich will provide limited space upon the golf course website for the use of marketing food & beverage operations and functions.

The Town of Sandwich will continue to provide wireless internet service in the clubhouse for the duration of the lease term. The cost of which will be the sole responsibility of the Town, but certain regulations regarding internet usage must be agreed upon between both parties prior to signing final contract.

I. CURRENT FACILITY OPERATIONS

Existing Bookings

It is the Town's understanding that the current operator has not made any commitments for private functions in 2016 or beyond.

J. ANNUAL COMPENSATION

The Town requests Proposers to complete and submit the PRICE PROPOSAL portion of their proposal that is shown as Exhibit 2. The Town requires Proposers to submit the PRICE PROPOSAL portion of their proposal based upon the following method of calculating compensation. This method is described below:

Proposers shall submit a payment schedule that would provide the Town with compensation based upon a percent of the annual gross revenue expected to be received by the operator during the management contract term. The proposer must provide its annual estimated gross revenue projections during the management contract term and indicate the percentage the Town would receive if those projections are realized. The Proposer should also supply a description of the accounting system that would be used to document and verify the operator's reported gross revenues to the Town. Documentation of gross revenues must be submitted to the Town on a monthly basis.

Proposers are advised that price will be a significant, although not the sole, criteria for selection. The Town reserves the right to award the contract based on the payment proposal it deems will best serve the interests of the Town.

THE COMPENSATION FORM MUST BE SUBMITTED IN A SEPARATE ENVELOPE AND CLEARLY MARKED "PRICE PROPOSAL".

K. OPERATOR'S ADDITIONAL COSTS

1. Utilities

The Operator will be required to pay for the following portion of the utilities serving the premises, 100% of propane gas used for food service equipment, 100 % telephone services of the Operator, 75% of cable TV service into the clubhouse, 60% of the trash removal costs for the clubhouse, and 60% of the monthly clubhouse electric bills from NSTAR throughout the year. The Town will pay 100% of telecom system expenses. Copies of (prior 12 months) cable, trash, & electricity bills are available upon written request to the Director of Golf. The Club shall execute this payment by issuing quarterly invoices along with documentation to the operator. Payment on said invoices are net 30 days.

2. Maintenance

The Operator's shall be responsible for cleaning and maintaining the restaurant/lounge, bar, kitchen, all restrooms, storage rooms and function room. The Operator will be required to make minor repairs to these premises not involving the structural or mechanical systems of the building, and as approved by the Golf Director. The Operator will be responsible for cleaning expenses and a 60% share of trash removal costs as noted above. The Town will be responsible for cleaning and maintaining the ground level restroom and hallway.

3. Security Deposit

The Operator shall be responsible for a security deposit of five thousand (\$5,000) dollars upon execution of the Management Contract. Said security deposit shall be held by the Town in a separate interest-bearing account as security for the Operator's performance under the Contract and shall be refunded to the Operator at the expiration of the Contract with interest, less any deductions made by the Town in accordance with the Contract.

L. RENOVATIONS BY MANAGEMENT CONTRACT

It is expected that the successful Proposer will undertake minor improvements and interior decoration changes in the premises. The operator will be directly responsible for hiring contractors to make such improvements, provided that the Town Manager and/or the Golf Director reserves the right to review and approve of any proposed renovations that may affect the structural, mechanical, aesthetic, or safety features of the building. Improvements to the building

requiring construction must comply with public bidding requirements and the Prevailing Wage Law.

M. QUALIFICATION INFORMATION

Proposers must complete and submit all information required by and responsive to this Request for Proposals.

Proposers must describe in detail the name and address of the proposer, the names and addresses of all partners (if a partnership), directors (if a corporation), or owner (if a proprietorship). All persons with an ownership interest in the prospective business must be identified. Proposers must list every person or entity that will have a financial interest in the management contract, if awarded.

Proposers must describe in detail all the current food service, restaurant/function facilities that they have a financial or business interest in, stating the name and location of the business, the parties who operate the business, the owner of the premises, the owner of the premises on which the business is operated, and a list of business references, including telephone numbers.

Proposers must submit copies of their prior three years federal and state tax returns with their proposal. If awarded the contract, the proposer must later submit current tax returns and annual financial statements prepared by a certified public accountant..

If the proposer is a new business, every effort must be made to describe the background and qualifications of the owners, management staff, relative experience and financial strength of the new business that would operate at the premises.

If the proposer is a joint venture, the required information shall be submitted for each member of business entity making up the joint venture.

The qualifications, experience, and business reputation of the proposers will be a significant criteria for selection.

N. LIQUOR LICENSE

The Operator will be responsible for obtaining a transfer of the liquor license held by the current Operator for the premises from the appropriate Licensing Authority(s). The liquor license provides for the sale of alcohol in the clubhouse and on the golf course. Obtaining an acceptable liquor license is a condition precedent to the execution of the management contract. The operator will be required to maintain comprehensive liquor liability insurance in conformance with Massachusetts General Laws, and must name the Town of Sandwich as an additional insured on said policy.

The operator will be responsible for full compliance with all laws, rules, and regulations and conditions applicable to the liquor license, and that any disciplinary action by the Town of Sandwich for violation of said laws, rules, and regulations and conditions will not be considered a breach of contract by the Town. Failure by the operator to maintain compliance with the laws, rules, regulations and conditions of the liquor license on the part of the operator will constitute a breach of contract, and the Town will have the right to terminate.

O. EXECUTION OF MANAGEMENT AGREEMENT

Attached as Exhibit 5 is a draft management contract the Town of Sandwich expects to execute with the selected operator within 30 days of the Notice of Award. The final provisions of the agreement shall be in substantial accordance with the provisions of the draft contract. Proposers must include with their proposal specific references to those portions of the draft contract that they do not intend to meet if their proposal is selected. The Proposer's willingness to execute the draft agreement without significant modifications will be criteria in selection.

In the event that the Town and the first ranked Proposer are unable to finalize contract negotiations within thirty (30) days of the Notice of Award, the Town may terminate its negotiations with that Proposer and proceed to enter into negotiations with the next ranked Proposer.

P. ADDENDA AND INTERPRETATIONS

If Proposers have questions concerning the requirements of this Request for Proposals, those questions should be addressed, in writing, to Sandwich Town Hall, Attn: SHGC Restaurant and Function Facilities RFP, 130 Main Street, Sandwich, MA 02563. Revisions to the Request for Proposals shall only be effective if the Town issues an addendum.

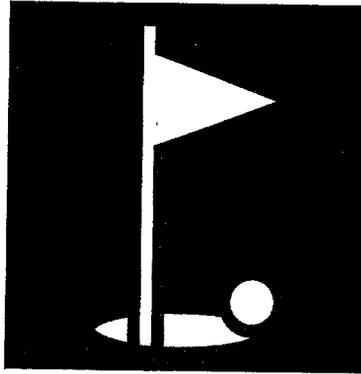
LIST OF RELEVANT DOCUMENTS

Request for Proposals

- EXHIBIT 1 Non-Price Proposal (Must be returned.)
- EXHIBIT 2 Price Proposal (Must be returned.)
- EXHIBIT 3 Certificate of Non-Collusion and Certificate of Tax Compliance (Must be returned.)
- EXHIBIT 4 Certificate of Corporate Vote (Must be returned if applicable.)
- EXHIBIT 5 Management Contract (draft)
- EXHIBIT 6 Clubhouse Furniture, Fixtures & Equipment List
- EXHIBIT 7 Sandwich Hollows Golf Club Floor Plans

Sandwich Hollows Golf Club

Food and Beverages Operations (RFP)



At

Sandwich Hollows Golf Club

1 Round Hill Road

East Sandwich, Ma. 02653

Non Price Proposal:

Submitted by: BAC Clubhouse LLC

Mark McGowan

Mary E Johnson

Submitted on August 3rd 2015

2006-2011 **Sandwich Taverna**

Bar Manager

2004-2006 **Star City Grille**

Restaurant Manager, Assistant General Manager, and
Bartender

2000-2004 **Vinny Testas**

Floor Manager, Bartender

1995-2000 **Bertucci's**

Waitperson, Host, and Bartender

Mary Johnson

Work Experience:

2011-Current **The Clubhouse Sports Bar & Grille**

Owner/Function Coordinator/Bartender/Server

1996-2015 **The Corrib Pub & Restaurant**

Floor Manager, Head Waitress

2000-2002 **Spanky's Clam Shack**

Waitress/ Seasonal

Plans of Operations

The Clubhouse Sports Bar and Grille has been doing business since 2011. The family friendly sports bar serves breakfast, lunch and dinner. We are open 7 days a week. Breakfast is served from 7 am to 11:00 am and lunch and dinner is served from 11:00am-9pm. The bar is opened past dining hours. We will continue to maintain the hours of operation.

The Bayview Room is located on the top floor. The room is where we hold the majority of the functions. There is a spectacular view of Cape Cod Bay. The Bayview Room frequently hosts venues such as; Weddings, baby showers, anniversaries, class re-unions, Bar Mitzvahs, birthday parties, golf tournaments, cooperate lunches and so much more. We plan on doing some renovation in the function room as stated in the planned renovations section. The upgrades will allow us to continue hosting such event. The upgrades will also allow us to attract more of the higher priced weddings and events.

With the amount of our clients being so happy with our food, over the past year we have been asked to cater other events for them. Whether they come and pick up the food or we deliver the reviews have been great. Bayview Catering Co. is a name that ties into the function facility well. So if The Clubhouse Sports Bar & Grille retains the food and beverage contract, a catering division would be in the works. The compensation on all gross catering sales shall be the same as they are in place for the restaurant.

Planned Renovations:

Over the past four years, there have been several updates made to the clubhouse. The plan is to continue updating and modifying the main restaurant and bar as needed. We thrive to be the best sports bar in Sandwich and will continue to make necessary updates to remain the best. Our family friendly atmosphere has had a big impact on our dinner time business.

Our short and long term renovations include:

Adding a large outside seating area overlooking the 1st tee box and the 9th hole. The plans have been drawn for some time now and have been summited to Ted and Paul Spiro for viewing purposes. The deck/patio would consist of 10-12 tables for outside dining. A separate smoking area. Outside televisions and speakers.

Another focus area of renovation would be upstairs in the function room. The bar needs to be updated as we did downstairs. A granite countertop would replace the outdated Formica one that is there. The shelving, which displays the glassware and liquor bottles needs to be completely remodeled. At some point the replacing of the out dated rug needs to be visited. The option of installing hardwood floors would be looked at as well. The renovations I have just mentioned would immediately turn the function facility into a highly desirable venue for weddings and more upscale events.

At some point, we would love explore the option of getting power to the main sign on the Service Road. At night time it is very dark. During the exploration of getting power to the sign, we would then seek the possibilities of getting some driveway lights.

The unused men's locker room as of late has been useful for extra storage. However, using that space as prep. Space would lessen the burden in the main kitchen. A catering division has also been in the masterplan. The town would receive the same agreed compensation on all gross sales. A 8 x 10 foot walk-in would be added in that space to handle the added business. This building has never had adequate refrigeration space, so a walk in cooler would be a huge asset.

Current Menu Samples

TODAY'S SPECIALS

The Clubhouse Sports Bar & Grille

Appetizer

Jalepeno Cheddar Poppers 7
served with ranch dressing

Buffalo Chicken Flat Bread 8
Grilled chicken served with tomatoes, chunky blue cheese and Buffalo sauce drizzle.

Southwestern Chicken Tacos 8
(2) chicken tacos served with a corn/black salsa, diced tomatoes, lettuce and jack cheeses

Sandwiches

Scallop Roll 14.99
Served on a buttered roll with French Fries and slaw.

Lobster Roll 18.99
Giant Lobster roll served on a buttered grilled roll. Served with French Fries and coleslaw

Cape Cod Rueben 9.99
Fried Haddock on marble rye, Swiss cheese, coleslaw and Thousand Island dressing. Served with French Fries.

Entree's

Surf~n~Turf 22.99
12oz. Choice sirloin steak and pan seared scallops. Served with rice pilaf and seasonal vegetables

Fried Scallop Dinner 18.99
Golden brown scallops. Served with French Fries and slaw.

Asparagus~Ricotta Filled Raviolis 13.99
Served in lemon zest cream sauce with fresh cheeses and garlic bread stick.

Eggplant Parmesan 12.99
Golden fried eggplant served with marinara, Italian cheeses over penne pasta. Garlic bread stick included.

TODAY'S SPECIALS

TODAY'S
TODAY'S
TODAY'S

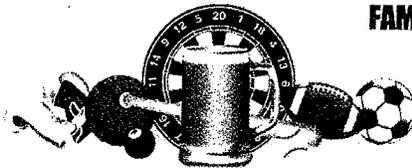
SPECIALS

SPECIALS

Today's
SPECIALS

**The Clubhouse Sports
Bar & Grille
508-888-0800**

FAMILY FRIENDLY SPORTS BAR



The Clubhouse

STARTERS

Coconut Fried Shrimp

(8) shrimp served with orange ginger dipping sauce \$8.99

Black & Tan Onion Rings

Served with chipotle ranch dipping sauce. \$6.99

Irish Nachos

Cottage French fries baked with tomatoes, jalapenos and cheddar jack served with sour cream \$6.99
Add bacon \$2.00

Mozzarella Sticks

(8) Mozzarella sticks served with marinara \$7.99

Birdie Wings (6) or (10)

Buffalo*Garlic
Parm*Teriyaki*Chipotle
BBQ*Sweet Chili \$6.99 /\$8.99
Chicken Tenders (6) \$8.99

Cajun Chicken Quesadilla

Grilled chicken breast, roasted peppers, onions & cheddar jack cheese with salsa & sour cream \$8.99

Pulled Pork Potato Skins

Bbq. pulled pork with melted cheddar jack cheese served with sour cream \$8.99

Combo Platter

(4) Wings (4) Mozzarella Sticks
(4) Cheese Skins \$10.99

SIDES

French Fries \$3.99

Baked Beans \$2.99

Cranberry Coleslaw \$2.99

Garden Salad \$3.99

Side Caesar \$3.99



SOUP & SALADS

Clam Chowder * Chili * French Onion

\$3.99 cup \$4.99 bowl Jalapenos or cheese add .50 ea

Clubhouse Salad ~ add steak tips \$7 chicken \$5 to any salad

Mixed greens, cucumber, tomatoes, raisins & crumbled goat cheese with balsamic vinaigrette \$7.99

Caesar Salad

Chopped romaine, shaved (Parmesan, Asiago and Romano) cheeses, garlic croutons tossed in a creamy Caesar dressing \$6.99

Wedge Salad

Iceberg lettuce, chopped bacon diced tomatoes, crumbled blue cheese dressing topped with onion strings \$8.99

SANDWICHES

The Pro

Grilled boneless chicken breast, bacon, American cheese, lettuce & tomato on a grilled bun \$8.99

The Rough

Tender pulled pork tossed with chipotle BBQ sauce topped with cranberry coleslaw on a grilled bulky \$8.99

The Mulligan

Sliced corned beef, swiss cheese sauerkraut, 1000 island dressing on grilled marble rye \$8.99

The Grounds Crew

Lean pastrami, swiss cheese, sautéed onions served on a grilled bulky \$8.99

Chicken Cordon Blue

Fried chicken cutlet, topped with ham and Swiss cheese. Served with lettuce, tomato and honey mustard on a grilled bun \$9.99

Clubhouse Club

Sliced turkey, bacon, lettuce, tomato & cranberry mayo on choice of bread \$8.99

The Water Hazard

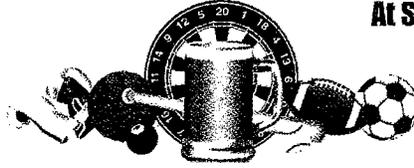
Fried haddock, melted cheddar & lettuce served on a grilled bulky roll \$8.99

All sandwiches served with seasoned fries, cranberry coleslaw, baked beans

* Sweet potato fries or onion rings add \$1.00

**The Clubhouse Sports
Bar & Grille
508-888-0800**

At Sandwich Hollows Golf Club



The Clubhouse

BURGERS & DOGS

Served w/ French fries and pickle
Sweet fries or onion rings add \$1.00
Gluten free buns available

Clubhouse Burger 8oz.

With lettuce, tomato & onion
\$7.99

Add bacon \$1.00 cheese. \$1.00

The "Belichick" Burger

With sautéed mushrooms,
melted Swiss & onion rings.
\$8.99

The Fenway Burger

With sautéed onion and
peppers. Topped with sausage
links and American cheese.
\$10.99

The "O'Reilly" Burger

With pastrami, Swiss cheese,
spicy mustard \$10.99

The "Russell" Burger

With sautéed onions & melted
Swiss on marble rye. \$8.99

The "Blue Sky" Burger

With sautéed onions &
crumbled blue cheese. \$8.99

The "Big Papi" Burger

Double burger patty (12oz.)
with bacon & cheddar. \$13.99

Veggie Burger

Served with lettuce, tomato,
onion & Cajun mayo on a bulky.
\$7.99

Double Bogey

Two grilled hot dogs
on buttered grilled buns. \$6.99

BEVERAGES

Iced tea, lemonade and juice \$2.25

Milk or chocolate milk \$1.99 / \$2.50

Soda \$1.99



ENTREES

Grilled Swordfish

Grilled to perfection with lemon and butter
served with broccoli and rice pilaf \$15.99

Nine Iron

Grilled steak tips
with sautéed mushrooms,
onions, garlic mashed potatoes
& seasonal vegetable \$17.99

Chicken Parmesan

Breaded chicken breast
topped with marinara & melted mozzarella
cheese served over penne with garlic toast \$14.99

The Slice

Home made meatloaf
with garlic mashed potatoes,
seasonal vegetable & mushroom gravy \$13.99

The Birdie

Grilled chicken & broccoli
in a creamy alfredo sauce with
penne pasta & garlic toast \$14.99

Fish & Chips

Deep fried Haddock
served with French fries,
cranberry coleslaw & tarter sauce \$14.99

The Hook

Baked herb encrusted haddock
served with rice pilaf, seasonal vegetable \$15.99

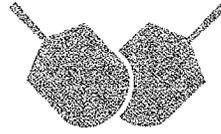
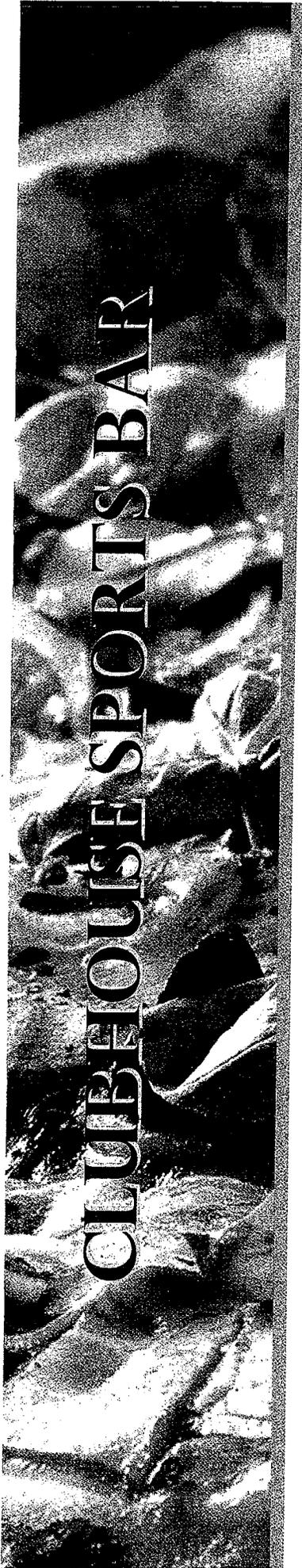
The Eagle

BBQ chicken casserole
with sautéed onions, peppers
topped with garlic mashed potatoes
served with cornbread \$12.99

DESSERTS

Please ask your server to see our dessert menu.

Before ordering please inform your server if anyone in your party has an allergy. Consuming raw meats, chicken, seafood or eggs may increase your risk of food-borne illness



PIZZA MENU

THIN CRUST - PLAIN CHEESE 10" \$5.99 14" \$8.99

TOPPINGS: (BUILD YOUR OWN)

- ONIONS 1.00
- MUSHROOMS 1.00
- JALEPENOS 1.00
- BROCCOLI 1.00
- TOMATO SLICES 1.00
- GARLIC .50
- ROASTED PEPPERS 1.00
- PEPPERONI 2.00
- GROUND BEEF 3.00
- BBQ PULLED PORK 4.00
- CHICKEN 4.00
- SAUSAGE 2.00
- BACON 2.00
- HAM 2.00
- BLACK OLIVES 1.00

Letter of Recommendations:

~ I have enclosed some letters from individuals who wanted to voice their feelings toward BAC Clubhouse retaining the food and beverage contract Sandwich Hollows Golf Club

We have had the privilege over the past 4 ½ years to work with several groups in town.

Some of the notable groups are:

The Sandwich Chamber of Commerce

The Canal Chamber of Commerce

The Kiwanis

Sandwich Public School Committee

All Sandwich High School Sport Teams

BNI (Sandwich Chapter)

Numerous Charitable Golf Events

Sandwich Police Department

Mass. Maritime Academy

Randy Hunt Election Committee

Riverview School

Spalding Rehabilitation Center

Several Sandwich High School Class-Reunions



Sandwich Chamber of Commerce
P.O. Box 744
Sandwich, MA 02563
(508) 833-9755
info@sandwichchamber.com
www.sandwichchamber.com

July 31, 2015

To the Sandwich Board of Selectmen,

The Sandwich Chamber of Commerce has utilized the Clubhouse at Sandwich Hollows at numerous times over the years most recently to host our 2014 Annual Meeting and our 2015 Boardwalk Ball Black and White Party.

Mark McGowan was first rate in all our dealings with him. The Clubhouse provided a great, scenic venue for us to host our meetings and events and the food and service were always excellent. What I appreciated most was Mark's ability to communicate with us and find ways to host these events within our limited budgets.

It was truly a great experience in dealing with Mark and his crew in preparations for all these events and we look forward to hosting more events there in the future.

Sincerely,
Jay Pateakos
Executive Director
Sandwich Chamber of Commerce

(508) 833-9755
Cell: 508-971-2205
128 Route 6A
PO Box 744
Sandwich, MA 02563

XFINITY Connect

mark_mcgowan@comcast.net

+ Font Size -

From : Jesse Schechtman <jesseschechtman@yahoo.com>

Mon, Aug 03, 2015 07:00 AM

Subject : <No Subject>**To :** Mark McGowan <mark_mcgowan@comcast.net>

To Whom it May Concern:

I write to you today in support of Mark McGowan/The Clubhouse Sports Bar & Grille retaining the food and beverage operation at Sandwich Hollows Golf Club.

Having been the Head Professional there from 2006 until this past March, I have seen firsthand and up close the transformation that occurred when Mr. McGowan took over. What was once nothing more than a "snack bar", is now in my opinion the best food and beverage operation at any golf course, public or private, on Cape Cod.

His attention to detail when it comes to customers is second to none, whether it be a group of four golfers, or a function with 120 people. As the Head Professional, I would constantly hear feedback about the operation from customers, and I would be hard-pressed to come up with any legitimate negative reviews. Obviously a large function of my employment there was recruiting and booking group outings - and in doing so I never had any hesitation in telling potential customers that the food and beverage component of their event would be exceptional.

At virtually all other golf facilities, it is the golf course itself that indirectly brings people into the restaurant. Mr. McGowan has created an extremely rare situation in which the restaurant is actually bringing people to the golf course.

Please do not hesitate to contact me should you require any additional information.

Sincerely,

Jesse Schechtman
Head Professional
Hyannis Golf Course

President
Cape Cod PGA

508-367-0231
jesseschechtman@yahoo.com

Sandra H. Scannell, Realtor (of Cape Cod and Plymouth County)

SandySellsByTheSeaShore.com

SandySellsBytheSeaShore@yahoo.com

617-347-6638

To whom it may concern,

I frequent the Clubhouse Sports Bar & Grill for many reasons.

For one it is a friendly atmosphere, it is also comfortable, clean and the food is very good. ...and because of this, I have held a couple network events at this location to help promote it & to network my business, but only because I know everyone will feel comfortable and welcome. I not only have received many compliments for these events but also for Restaurant and how well they treated their guests while in attendance of the functions.

The owner, Mark works extremely hard and takes this restaurant very serious working to please, always. He is rarely absent and you will see him at the location whether in the kitchen, tending bar or working to better the physical appearance of his sports bar & grill. You can see when you are there he takes pride and in working hard for his patrons. Thus, he is appreciated by all.

It seems his business is growing with each year if not monthly. I attend the football game functions he has each Sunday and they too, have grown in huge numbers with each year. He is meticulous with the way his food is structured on the buffet tables, when it comes out and not allowing people to take from until everything is in its place and ready to go. Everyone is always pleased with the outcome of these Sunday afternoon/night venues.

I have owned & operated a couple businesses in my past and know what hard work and the hours it takes to be successful. You need a certain drive and mindset-not everyone has that-Mark seems to, and will continue to grow because of it.

If there is anything further you may need from me, please don't hesitate to call or email me with the information provided at the top of the page. I will be happy to highly recommend Mark for continued services at The Clubhouse Sports Bar & Grill.

Thank you, Sandy

XFINITY Connect

mark_mcgowan@comcast.net

+ Font Size -

Testimonial

From : Jack Lonergan <jacklonergan61@gmail.com>

Sat, Aug 01, 2015 02:26 PM

Subject : Testimonial**To :** Mark McGowan <Mark_McGowan@comcast.net>

As a long-time active member of the Sandwich Hollows Golf Club, together with a business career in the food service hospitality industry with Sodexo/Marriott, I enthusiastically and wholeheartedly endorse and support the renewal of the Food, Beverage and Catering contract for Mark McGowan and his Clubhouse Sports Grill enterprise. They have more than exceeded expectations and have established and implemented a level of service well beyond their predecessors.

The ambience and environment has been significantly upgraded to a comfortable and contemporary setting, comparable to any upscale sports style pub in the area. The Food is always delicious and well prepared, the core menu is complemented by a tasty array of appetizers and daily specials. The beverage selection is extensive. The staff is always accommodating, congenial and well trained, creating and enhancing a positive impression of the Sandwich Hollows experience for the members and public alike.

Jack Lonergan

"

Insurance Coverages



"All Your Insurance Needs... Under One Roof"

April 27, 2015

BAC Clubhouse LLC
dba The Clubhouse Sports Bar & Grill
P.O. Box 576
Forestdale, MA 02644

Package Renewal

**Twinbrook Insurance
Brokerage, Inc.
Locations**

400A Franklin Street
Braintree, MA 02184
(781) 843-7000
Fax: (781) 848-6100

181 South Franklin St.
Holbrook, MA 02343
(781) 767-4700
Fax: (781) 767-1727

129 Airport Road, Suite 3
Hyannis, MA 02601
(508) 778-1122
Fax: (508) 771-8008

167 Summer St
Kingston, MA 02364
(781) 585-4424
Fax: (781) 585-7622

100 Court St.
Plymouth, MA 02360
(508) 747-2906
Fax: (508) 747-4647

401 Las Olas Blvd
Suite 1400
Ft. Lauderdale, FL 33301
(800) 660-4700
Fax: (781) 767-1727

Dear Mark,

Enclosed you will find your Package Renewal policy, effective from 4/12/15 to 4/12/16.

Please take a few minutes to review your policy to ensure that the policy is to your satisfaction.

On behalf of Twinbrook Insurance Brokerage, I would like to thank you for providing us the opportunity to service your Commercial Insurance program.

Should you have any questions regarding the renewal or you have made changes in your business which may impact your insurance program, please do not hesitate to call or email me.

We are updating our files to include email addresses. We would also like your permission to send policies, endorsements, and correspondence to you via email. Please email your address to me at poneil@twinbrook.com.

Sincerely,

Patricia O'Neil
Commercial Lines Account Executive
781-843-7000
poneil@twinbrook.com

4/22/2015

**DECLARATIONS
COMMERCIAL PACKAGE POLICY
RENEWAL1**

Named Insured and Address

BAC Clubhouse LLC
DBA The Clubhouse Sports Bar & Grill
PO Box 576
Forestdale, MA 02644

RCA Insurance Group
27 Capital Drive
West Springfield, MA 01089

NAMED INSURED IS A(N) LLC

AGENT/BROKER

Twinbrook Insurance Brokerage, Inc.
400 A Franklin Street
Braintree, MA 02184

INSURANCE COMPANY

New York Marine & General Insurance Co.

POLICY NUMBER

POLICY TERM 4/12/15 TO 4/12/16

12:01 A.M. Standard Time at Location of Risk

PLEASE READ YOUR POLICY CAREFULLY. SHOULD YOU HAVE A QUESTION CONCERNING ANY CHANGES, PLEASE CONTACT YOUR AGENT/BROKER IMMEDIATELY.

COMMERCIAL PROPERTY COVERAGE

Location	Bldg.	Coverage	Limit of Ins.	Covered Causes	Co-Ins.
1	1	Business Personal Prop	\$ 20,000	Special Incl. Theft	80%
1	1	Bus.Inc. w/ Ext. Exp	\$100,000	Special Incl. Theft	1/6

REPLACEMENT COST VALUE BASIS APPLIES

DEDUCTIBLE \$1,000 EACH OCCURRENCE

ENHANCEMENT ENDORSEMENT: \$1,000 DEDUCTIBLE

WINDSTORM OR HAIL DEDUCTIBLE: \$5,000

DESIGNATED PREMISES-

1. One Round Hill Road, East Sandwich, MA 02537 - RESTAURANT

ADDITIONAL INSURED:

Town of Sandwich, 145 Main Street, Sandwich, MA 02563

GENERAL LIABILITY

GENERAL AGGREGATE	\$2,000,000	EACH OCCURRENCE LIMIT	\$1,000,000
PRODUCTS/COMPLETED OPS AGG.	\$1,000,000	FIRE DAMAGE LIMIT	\$ 100,000
PERSONAL & ADV INJURY	\$1,000,000	MEDICAL EXPENSE LIMIT	\$ 5,000

SUB LINE	CLASS CODE	DESCRIPTION	EXPOSURE	RATE	PREMIUM
334	16916	Restaurants - with sale of alcoholic beverages that are 30% or more of but less than 75% of the total annual receipts of the restaurants - without dance floor	\$447,000	INCL	\$1,472
336	16916	Restaurants - with sale of alcoholic beverages that are 30% or more of but less than 75% of the total annual receipts of the restaurants - without dance floor	\$447,000	INCL	\$95

LIQUOR LIABILITY

EACH COMMON CAUSE LIMIT \$1,000,000 AGGREGATE \$2,000,000

DESCRIPTION OF OPERATION:	PREM.	RATE	RECEIPTS
RESTAURANT	\$4,109	INCL	\$267,000

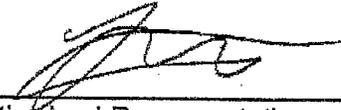
NON-OWNED AUTO LIABILITY

\$1,000,000 EACH OCCURRENCE & AGGREGATE

TOTAL POLICY PREMIUM:	\$7,231.00
POLICY TOTAL:	\$7,231.00

In consideration of the premium, insurance is provided to the named insured with respect to the designated premises shown above and with respect to those coverages and kinds of property for which a specific limit of liability is shown, subject to all of the terms of this policy including forms and endorsements made a part hereof.

4/22/15
Date


Authorized Representative

This declaration page with Commercial Package Policy Conditions and Definitions and Forms and Endorsements, if any, issued to form a part thereof, completes the above numbered policy.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – MANAGERS OR LESSORS OF PREMISES

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Designation Of Premises (Part Leased To You): One Round Hill Road, East Sandwich, MA 02537
Name Of Person(s) Or Organization(s) (Additional Insured): Town of Sandwich, 145 Main Street, Sandwich, MA 02563
Additional Premium: \$150.00
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability arising out of the ownership, maintenance or use of that part of the premises leased to you and shown in the Schedule and subject to the following additional exclusions:

This insurance does not apply to:

1. Any "occurrence" which takes place after you cease to be a tenant in that premises.
2. Structural alterations, new construction or demolition operations performed by or on behalf of the person(s) or organization(s) shown in the Schedule.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and

2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

EXHIBIT 3 (Continued)

CERTIFICATE OF TAX COMPLIANCE

Pursuant to Chapter 62C of the Massachusetts General Laws, Section 49A(b), I,

Mark McHanna, authorized signatory for

Mark McHanna, do hereby certify under the pains and penalties
(Name of Contractor)

of perjury that said contractor has complied with all laws of the Commonwealth of
Massachusetts relating to taxes, reporting of employees and contractors, and withholding and
remitting child support.

CONTRACTOR

By: Mark McHanna
(Signature of Authorized Representative)

Title: General Manager / Owner

Date: 7-29-15, 2015

EXHIBIT 4

CERTIFICATE OF CORPORATE AUTHORITY

At a duly authorized meeting of the Board of Directors of BAC Clubhouse
(Name of Corporation)
held on 7-31-15 it was VOTED that:
(Date)

Mark McGowan
(Name)

Mark McGowan
(Officer)

of this corporation, be and he/she hereby is authorized to execute contracts, deeds and bonds in the name and on behalf of said corporation, and affix its corporate seal hereto; and such execution of any contract, deed or obligation in this corporation's name on its behalf by such Mark McGowan under seal of the company, shall be valid and binding upon this corporation.
(Officer) Manager

A True Copy,

ATTEST: Mark McGowan

TITLE: G/M

PLACE OF BUSINESS: The Clubhouse
Sports Bar & Grille

DATE OF THIS CERTIFICATE: 8-3-15

I hereby certify that I am the clerk of the _____
that _____ is the duly elected _____ of said
corporation, and that the above vote has not been amended or rescinded and remains in full force
and effect as of the date of this contract.

(Clerk)

CORPORATE SEAL:

Financial Information



New York Life Insurance and Annuity Corporation (A Delaware Corporation)
Quarterly Policy Summary
 Policy Number: [REDACTED]

Life Insurance Benefit* **Period from Jan 01, 2014 to Mar 31, 2014**

Life Insurance Benefit on Jan 01, 2014 \$500,000.00

TOTAL LIFE INSURANCE BENEFIT on Mar 31, 2014 \$500,000.00

Policy Cash Value* **Period from Jan 01, 2014 to Mar 31, 2014**

Cash Value on Jan 01, 2014 \$11,246.32

Increased by:
 Total Premium Payment(s) 750.00
 Investment Performance 234.22

Decreased by:
 Cost of Insurance 51.16
 Policy Charge(s) 275.36

CASH VALUE on Mar 31, 2014 \$11,904.02
 Less Surrender Charge 7,113.75

CASH SURRENDER VALUE on Mar 31, 2014 \$4,790.27



Loan Summary **Period from Jan 01, 2014 to Mar 31, 2014**

Loan Amount Available for Borrowing:
 on Mar 31, 2014 \$4,331.66
 See prospectus for details.

No loans outstanding.

Additional Information

To request a current illustration of policy benefits, including death benefits, policy values and cash surrender values, please contact your Registered Representative.

Summary of Your Disbursements **Period from Jan 01, 2014 to Mar 31, 2014**

No disbursements made during this period.

Summary of your Payments **Period from Jan 01, 2014 to Mar 31, 2014**

Total Premium Payment(s) \$750.00
TOTAL PAYMENTS \$750.00

* The cash value and life insurance benefit may increase or decrease in accordance with the investment experience of the separate account.

IMPORTANT POLICYOWNER NOTICE: Remember, your policy is a valuable asset. If someone suggests that you cancel or replace it, you should immediately contact your Registered Representative or one of our Customer Service Representatives at 1-800-598-2019.

##XXHL373DPCCSTM

06031500890634017

DUPLICATE STATEMENT

PAGE 1 OF 4

STMT PERIOD:05/06/15 - 06/03/15
NUMBER OF DAYS IN PERIOD: 29
ACCOUNT [REDACTED]
NUMBER OF ITEMS ENCLOSED: 1

MARY E JOHNSON
[REDACTED]

For 24 hour automated account information or to speak with an Eastern representative between the hours of 8:00am-8:00pm Monday-Friday or Saturday, 9:00am-3:00pm, please call 1-800-EASTERN.

FREE CHECKING

Starting Balance	\$10,491.77	Total Deposits/Credits	\$6,336.41
Ending Balance	\$7,891.81	Total Withdrawals/Debits	\$8,936.37
Average Collected Balance	\$7,034.00		

Deposits/Credits

Post Date	Amount	Description
05/11	1,834.11	Deposit
05/14	300.00	Deposit
05/18	1,728.10	Deposit
05/26	1,250.10	Deposit
05/28	650.00	Deposit
06/01	574.10	Deposit
TOTAL	\$6,336.41	

#XOCH1373DPCSTH

06301500600632848

DUPLICATE STATEMENT

PAGE 1 OF 3

STMT PERIOD:06/01/15 - 06/30/15
NUMBER OF DAYS IN PERIOD: 30
ACCOUNT [REDACTED]
NUMBER OF ITEMS ENCLOSED: 38

BACCLUBHOUSE LLC
PAYROLL ACCOUNT
PO BOX 576
FORESTDALE MA 02644

For 24 hour automated account information or to speak with an Eastern representative between the hours of 8:00am-8:00pm Monday-Friday or Saturday, 9:00am-3:00pm, please call 1-800-EASTERN.

FREE BUSINESS CKC

Starting Balance	\$8,902.28	Total Deposits/Credits	\$11,500.00
Ending Balance	\$7,214.28	Total Withdrawals/Debits	\$13,188.00
Average Collected Balance	\$7,024.00		

Deposits/Credits

Post Date	Amount	Description
06/03	2,500.00	Book Transfer Credit REF 1541214L FUNDS TRANSFER FRM DEP 600632822 FROM BUSONLINEBKNG JUN 03 2015 13:14:
06/10	3,000.00	Book Transfer Credit REF 1611301L FUNDS TRANSFER FRM DEP 600632822 FROM BUSONLINEBKNG JUN 10 2015 14:01:
06/18	3,000.00	Book Transfer Credit REF 1691754L FUNDS TRANSFER FRM DEP 600632822 FROM BUSONLINEBKNG JUN 18 2015 18:54:

#XXHL1373DPCCSTH

06901500600742894

DUPLICATE STATEMENT

PAGE 1 OF 3

STMT PERIOD:06/01/15 - 06/30/15
NUMBER OF DAYS IN PERIOD: 30
ACCOUNT [REDACTED]
NUMBER OF ITEMS ENCLOSED: 0

BACCLUBHOUSE LLC
MASSACHUSETTS STATE LOTTERY
PO BOX 576
FORESTDALE MA 02644

For 24 hour automated account information or to speak with an Eastern representative between the hours of 8:00am-8:00pm Monday-Friday or Saturday, 9:00am-3:00pm, please call 1-800-EASTERN.

FREE BUSINESS CKC

Starting Balance	\$8,778.59	Total Deposits/Credits	\$2,578.00
Ending Balance	\$8,845.72	Total Withdrawals/Debits	\$2,510.87
Average Collected Balance	\$8,752.00		

Deposits/Credits

Post Date	Amount	Description
06/03	61.00	Deposit
06/03	71.00	Deposit
06/03	230.00	Deposit
06/11	32.00	Deposit
06/11	46.00	Deposit
06/11	47.00	Deposit
06/11	84.00	Deposit
06/11	110.00	Deposit
06/11	115.00	Deposit
06/11	253.00	Deposit
06/22	4.00	Deposit
06/22	35.00	Deposit

##XXHL373DPCCSTM

06301500600632822

DUPLICATE STATEMENT

PAGE 1 OF 11

STMT PERIOD:06/01/15 - 06/30/15
NUMBER OF DAYS IN PERIOD: 30
ACCOUNT [REDACTED]
NUMBER OF ITEMS ENCLOSED: 53

BACCLUBHOUSE LLC
OPERATING ACCOUNT
PO BOX 576
FORESTDALE MA 02644

For 24 hour automated account information or to speak with an Eastern representative between the hours of 8:00am-8:00pm Monday-Friday or Saturday, 9:00am-3:00pm, please call 1-800-EASTERN.

FREE BUSINESS CHK

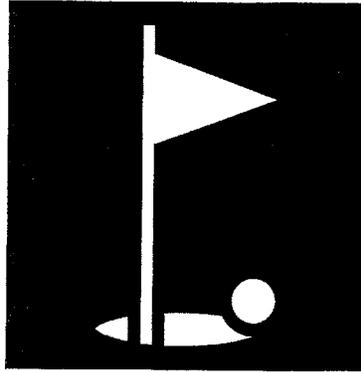
Starting Balance	\$34,055.00	Total Deposits/Credits	\$64,743.57
Ending Balance	\$22,175.41	Total Withdrawals/Debits	\$76,623.16
Average Collected Balance	\$29,998.00		

Deposits/Credits

Post Date	Amount	Description
06/01	37.33	Preauthorized Credit HRTLAND PMT SYS TXNS/FREES 150601 650000005180255
06/01	84.50	Preauthorized Credit HRTLAND PMT SYS TXNS/FREES 150601 650000005180255
06/01	459.08	Preauthorized Credit HRTLAND PMT SYS TXNS/FREES 150601 650000005180255
06/01	1,932.78	Preauthorized Credit HRTLAND PMT SYS TXNS/FREES 150601 650000005180255

Sandwich Hollows Golf Club

Food and Beverages Operations (RFP)



At

Sandwich Hollows Golf Club

1 Round Hill Road

East Sandwich, Ma. 02653

Price Proposal:

Submitted by: BAC Clubhouse LLC

Mark McGowan

Mary E Johnson

Submitted on August 3rd 2015

Price Proposal

Sandwich Hollows Golf Club Food and Beverage Operations (RFP)

The BAC Clubhouse, dba "The Clubhouse Sports Bar and Grille" is the food and beverage operations at Sandwich Hollows Golf Club since 2011. BAC have built a strong understanding of the needs from the golf pass holders, public golfers and general public. In 2011, when we first started, we didn't know what to expect. Our projected 1st year gross sales were figured to be \$250,000. With a large investment and countless hours we are proud to say in 2011, in shortened season, our gross sales reached just under \$400,000. In 2012-2014 we have been consistently reached half million dollars in gross sales. There are many more opportunities to grow our sales in the next decade. In exhibit (2) I have provided projected food and beverage sales as well as the percentages.

The undersigned certifies under the pains and penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.

PROPOSER

By: Mark McGowan

Its: BAC Clubhouse/owner

Address: 63 Burnham St.

City: Marston Mills State: Ma

Phone: 508-420-2808

The undersigned certifies under the pains and penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.

PROPOSER

By: Mark McGowan

Its: BAC Clubhouse/owner

Address: 63 Burnham St.

City: Marstons Mills State: Ma

Phone: 508-420-2808

EXHIBIT 2

**PRICE PROPOSAL
SANDWICH HOLLOWES GOLF CLUB
Restaurant and Function Facilities Proposal**

Proposers must complete the PRICE PROPOSAL FORM provided and submit it to the Town in a sealed envelope, separate from the Non-Price Proposal. **Proposers must fill out entire form.**

Year	Gross Food Sales Projection	Proposed % of Gross Food Sales	Gross Beverage Sales Projection	Proposed % of Gross Beverage Sales
2016:	\$ <u>360,000</u> .00	<u>3.5</u> %	\$ <u>300,000</u> .00	<u>3.5</u> %
2017:	\$ <u>300,000</u> .00	<u>3.5</u> %	\$ <u>300,000</u> .00	<u>3.5</u> %
2018:	\$ <u>300,000</u> .00	<u>3.5</u> %	\$ <u>300,000</u> .00	<u>3.5</u> %
2019:	\$ <u>300,000</u> .00	<u>3.5</u> %	\$ <u>300,000</u> .00	<u>3.5</u> %
2020:	\$ <u>300,000</u> .00	<u>3.5</u> %	\$ <u>300,000</u> .00	<u>3.5</u> %
2021:	\$ <u>300,000</u> .00	<u>3.5</u> %	\$ <u>300,000</u> .00	<u>3.5</u> %
2022:	\$ <u>300,000</u> .00	<u>3.5</u> %	\$ <u>300,000</u> .00	<u>3.5</u> %
2023:	\$ <u>300,000</u> .00	<u>3.5</u> %	\$ <u>300,000</u> .00	<u>3.5</u> %

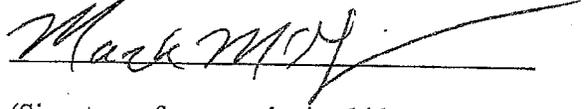
Year	Gross Food Sales Projection	Proposed % of Gross Food Sales	Gross Beverage Sales Projection	Proposed % of Gross Beverage Sales
2024:	\$ <u>300,000</u> .00	<u>3.5</u> %	\$ <u>300,000</u> .00	<u>3.5</u> %
2025:	\$ <u>300,000</u> .00	<u>3.5</u> %	\$ <u>300,000</u> .00	<u>3.5</u> %
TOTAL:	\$ <u>3,000,000</u> .00	N/A	\$ <u>3,000,000</u> .00	N/A

Proposers should submit their projections for gross sales for each year during the management contract term and option period, and a description of the rationale supporting the gross sales projections.

EXHIBIT 3

CERTIFICATE OF NON-COLLUSION

The undersigned certifies under the penalties of perjury that this bid proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.

A handwritten signature in black ink, appearing to read "Mark M. O'Connell", is written over a horizontal line.

(Signature of person signing bid or proposal)

TOWN OF SANDWICH

THE OLDEST TOWN ON CAPE COD



145 MAIN STREET
SANDWICH, MASSACHUSETTS 02563
TEL: 508-888-0340 FAX: 508-888-2497
townclerk@townofsandwich.net

TOWN CLERK

I, Taylor D. White, Town Clerk of the Town of Sandwich, hereby certify that the below stated Article 1 and Vote taken thereon is a true record from the Special Town Meeting held in Sandwich on August 31, 2015.

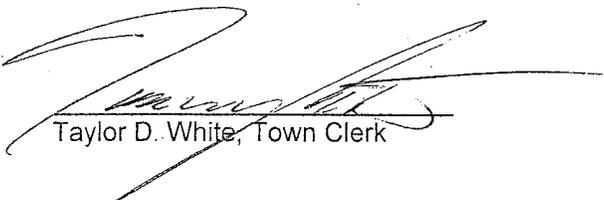
ARTICLE 1

To see if the Town will vote to appropriate under the Community Preservation Act – open space and recreation program, the sum of \$1,250,000.00, or any other amount, to be expended under the direction of the Board of Selectmen, for the purpose of designing and constructing a beach renourishment, restoration and resiliency project on Town Neck Beach, including professional services, and any other costs incidental and related thereto; that to meet this appropriation the Town transfer from the Community Preservation Fund a sum of money for this purpose, and that the Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow up to \$1,250,000.00 and issue bonds and notes therefor pursuant to M.G.L. c.44B, §11, or any other enabling authority; provided further that such borrowing authorization shall be reduced by any federal or state grants that may be received by the Town for the project; or take any other action relative thereto.

James Pierce of Foster Road made a motion to move the question, it was seconded from the floor. This was a voice vote and declared carried unanimously by the required two-thirds majority by the Moderator.

VOTED: That the Town appropriate under the Community Preservation Act – open space and recreation program, the sum of \$1,250,000, to be expended under the direction of the Board of Selectmen, for the purpose of designing and constructing a beach renourishment, restoration and resiliency project on Town Neck Beach, including professional services, and any other costs incidental and related thereto; that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is hereby authorized to borrow \$1,250,000 and issue bonds and notes therefor pursuant to M.G.L. c.44B, §11, or any other enabling authority; provided further that such borrowing authorization shall be reduced by any federal or state grants that may be received by the Town for the project. This was a voice vote and declared carried by the required two-thirds majority by the Moderator.

A TRUE COPY ATTEST:



Taylor D. White, Town Clerk

TOWN OF SANDWICH

THE OLDEST TOWN ON CAPE COD

130 MAIN STREET
SANDWICH, MA 02563

TEL: 508-888-4910 AND 508-888-5144

FAX: 508-833-8045

E-MAIL: selectmen@townofsandwich.net

E-MAIL: townhall@townofsandwich.net



BOARD OF
SELECTMEN

TOWN
MANAGER

September 1, 2015

Mr. John R. Kennelly
Chief, Planning Branch
US Army Corps of Engineers
New England District
696 Virginia Road
Concord, MA 01742-2751

Re: Town of Sandwich Support for Memorandum of Agreement for Cape Cod Canal & Town Neck Beach Beneficial Use of Dredged Materials Project

Dear Mr. Kennelly:

The Town of Sandwich has reviewed the draft Memorandum of Agreement (MOA) and Right of Entry (ROE) for the additional work required to place dredged material from the Cape Cod Canal, Massachusetts Navigation Project onto Town Neck Beach in Sandwich, Massachusetts. We are writing to confirm that the Town of Sandwich is willing and able to support the additional work as the Non-Federal Interest.

We understand that as the Non-Federal Interest, the Town is responsible for contributing 100% of the funding required to perform the additional work which, based on the draft MOA, is estimated to be \$1,700,000. We also understand that the Town, as the Non-Federal Interest, must provide all LERRD (Land, Easements, Rights-Of-Way, Relocation, and Disposal Areas) necessary for the project.

The Town hereby supports the project and acknowledges its intention to execute an MOA as the Non-Federal Interest. In addition, I have attached a Non-Federal Interest Self-Certification of Financial Capability for this project. If you have any questions or require any additional information, please contact me at 508-888-5144.

Sincerely yours,

George H. Dunham
Town Manager

cc: Board of Selectmen
Director of Natural Resources
Kirk Bosma, Woods Hole Group

TOWN OF SANDWICH

THE OLDEST TOWN ON CAPE COD

130 MAIN STREET
SANDWICH, MA 02563

TEL: 508-888-4910 AND 508-888-5144
FAX: 508-833-8045
E-MAIL: selectmen@townofsandwich.net
E-MAIL: townhall@townofsandwich.net



BOARD OF
SELECTMEN

TOWN
MANAGER

NON-FEDERAL INTEREST

SELF-CERTIFICATION OF FINANCIAL CAPABILITY

I, Town Manager George H. Dunham, do hereby certify that I am the Chief Financial Officer for the Town of Sandwich, Massachusetts (the "Non-Federal Interest"); that I am aware of the financial obligations of the Non-Federal Interest for the additional work associated with the dredging of the Cape Cod Canal, Sandwich, Massachusetts Federal Navigation Project; and that the Town of Sandwich has the financial capability to satisfy the Non-Federal Sponsor's obligations described in the forthcoming Memorandum of Agreement between The Department of the Army and The Town of Sandwich, Massachusetts for dredged material placement during dredging of the Cape Cod Canal, Massachusetts Navigation Project.

IN WITNESS WHEREOF, I have made and executed this certification on the 1st day of September, 2015.

BY:


George H. Dunham

TITLE: Town Manager, Town of Sandwich, MA

DATE:

9/1/15

**DEPARTMENT OF THE ARMY
RIGHT OF ENTRY**

Cape Cod Canal Federal Navigation Project

Sandwich Town Beach

The undersigned, hereinafter called the "Owner," hereby grants to the UNITED STATES OF AMERICA, hereinafter called the "Government," a right-of-entry upon the following terms and conditions:

1. The Owner hereby grants to the Government and its contractors an irrevocable right to enter upon the lands hereinafter described and shown on Exhibit A, attached hereto, at any time within a period of twelve (12) months from the date of this instrument, in order to place material dredged from the Cape Cod Canal Federal Navigation Project onto Sandwich Town Beach.

2. This right-of-entry includes the right of ingress and egress on other lands of the Owner not described below, provided such ingress and egress is necessary and not otherwise conveniently available to the Government.

3. All tools, equipment, and other property taken upon or placed upon the land by the Government shall remain the property of the Government and may be removed by the Government at any time within a reasonable period after the expiration of this right-of-entry.

4. If any action of the Government's employees or agents in the exercise of this right-of-way results in damage to the real property, the Government will, at its option, either repair such damage or make an appropriate settlement with the owner. In no event shall such repair or settlement exceed the fair market value of the fee interest of the real property at the time immediately preceding such damage. The Government's liability under this clause may not exceed appropriations available for such payment and nothing contained in this agreement may be considered as implying that Congress will at a later date appropriate funds sufficient to meet deficiencies. The provisions of this clause are without prejudice to any rights the Owner may have to make a claim under applicable laws for any other damages than provided herein.

5. The land affected by this right-of-entry is located in the Town of Sandwich, Commonwealth of Massachusetts, County of Barnstable, and is described as follows: Sandwich Town Beach, extending approximately 3,000 linear feet eastward from 103 Wood Avenue.

WITNESSES MY HAND AND SEAL this 3rd day of September, 2015.

TOWN OF SANDWICH, MASSACHUSETTS

BY: Frank Pannorfi
Frank Pannorfi
Chairman, Board of Selectmen

Town of Sandwich
The Oldest Town on Cape Cod



Sandwich Conservation Commission

**16 Jan Sebastian Drive
Sandwich, MA 02563
(508) 833-8054
FAX (508) 833-0018**

TO: Frank Pannorfi, Chairman, Board of Selectman
FROM: Neal Holmgren, Chairman, Conservation Commission
DATE: August 19, 2015
RE: Associate Membership to the Conservation Commission

Dear Mr. Pannorfi,

Please be advised that at our August 19, 2015 Town of Sandwich Conservation Commission Public Hearing, Karen Gagneax was recommended to the Board of Selectman for Associate membership.



Boy Scouts of America

Troop 47 – Sandwich, Massachusetts

www.sandwichboyscouts.org

Troop Leadership

Committee Chair: Paige Lyons, paigelyons@comcast.net

ScoutMaster : Paul Hagist, phgst@comcast.net

SELECTMEN

RECEIVED
AUG 26 2015

To: Board of Selectmen, Town of Sandwich

From: Boy Scouts of America
Troop 47, Sandwich, Mass

August 20, 2015

Dear Selectmen,

We have been made aware of a trust, “Raymond Hamblin Boy Scout Memorial Fund”, benefiting boy scouts by the town treasurer Mr. Bill Jennings, dated March 5, 1962.

We would like to request to withdraw the interest accrued since the fund’s inception in 1962. We intend to use this generous gift for camping equipment, including replacing our well-worn cookware, hiking stoves and coolers. This equipment will benefit our entire troop of over 40 active scouts.

Yours in Scouting,
Paige Lyons, Committee Chair
Paul Hagist, Scout Master
Christine Lippincott, Treasurer
23 Powderhorn Way
Sandwich, MA 02563



Prepared. For Life.®

Cape & Islands Council www.scoutscapecod.org

Ray Hamblin Boy Scout Fund

Established by Town Meeting Vote on March 5, 1962.

Article 32: To see if the Town will vote to accept a sum of money known as the "Raymond Hamblin Boy Scout Memorial Fund," said fund to be administered by the Board of Selectmen. The income from said fund is to be available for the benefit of Sandwich Boy Scouts through Boy Scout Committee. Should there be not Boy Scout Troop in Sandwich, the income may be used, at the discretion of the Board of Selectman, for the benefit of other existing youth activities in Sandwich.

Passed by Unanimous Vote

Original Gift Amount - \$630.00

Balance on 06/30/15 - \$ 1, 181.89.

Amount available to transfer - \$551.89