

**Truro Board of Selectmen Meeting
Town Hall Conference Room
Tuesday, May 23, 2017**

Members Present: Chair Paul Wisotzky; Maureen Burgess, Jay Coburn, Robert Weinstein, Janet Worthington

Present: Town Manager Rae Ann Palmer; Assistant Town Manager Kelly Clark

Chair Paul Wisotzky called the meeting to order at 5:00 p.m.

PUBLIC COMMENT

Stephanie Houghton of Orleans, representing the Cape Cod Commission, invited the Board to the Annual One Cape Summit, on June 22 and 23, 2017 at the Resort and Conference Center in Barnstable.

Fran Johnson of Moses Way came forward to discuss the proposal to use the old burn dump for parking. He had safety concerns about the location off South Highland Road, particularly with summer traffic. Naomi and Michael Rorro of South Highland Rd. also expressed safety concerns about traffic on South Highland Road. Mrs. Rorro requested more information about the proposal to use the burn dump site for parking. Mr. Rorro had concerns about breaking the cap over the burn dump and protecting the Eastern box on Lot 1.

BOARD OF SELECTMEM ACTION

Inundated Pathways

Mark Borelli of the Center for Coastal Studies gave an update on Inundated Pathways Mapping to provide Truro with real time coastal flood forecasts. This is a two-phase, pilot project with the National Weather Service designed to help towns locate sites that could flood. Fifty-five data points in Truro show where flooding is likely to occur. There will be a presentation on June 13, 2017 at the Truro Public Library and the data will be online, Mr. Borelli said.

Hazard Mitigation Plan

Health and Conservation Agent Patricia Pajaron presented the final *Hazard Mitigation Plan*. She explained additions that had been made since the Selectmen reviewed the draft version of the plan. Robert Weinstein spoke of the man-made hazard of the Pilgrim Nuclear Plant, something that is not addressed in the plan. Ms. Pajaron said this plan covers natural hazards and other Emergency Preparedness plans address a nuclear emergency. Iodine pills are available at the Health Department now, she said.

Jay Coburn moved to adopt Truro's 2017 *Hazard Mitigation Plan*. Maureen Burgess seconded, and the motion carried 5-0.

Goals & Objectives Discussion

Chair Paul Wisotzky reviewed the process for revising the *Goals & Objectives* for next year. Department heads were present for the discussion. Richard Wood, Vice-chair of the Finance

Committee, said he would be sure that the Finance Committee brainstormed at their next meeting and will present their ideas to the Board of Selectmen. There will be a public hearing on June 27, 2017.

The Board examined the *Goals & Objectives* draft to determine what should be continued, added, modified or no longer needed. The goals should be measurable, attainable and time certain. Selectmen made a determination for each item:

Town Services

TS-1 Staffing - Remove.

TS-2 Collaboration with other Outer Cape towns for shared services - Continue with focus on specific services.

TS-3 Unpaved Roads in National Seashore - Remove.

TS-4 Parking and Shuttle Service - Continue. Identify other possible areas and ask Cape Cod Commission to prepare plan.

TS-5 RTA (related to TS-4) - Continue.

TS-6 DPW Facility Relocation – Rework adding a feasibility study.

TS-7 Solid Waste Disposal – Remove.

TS-8 Licensing Streamlining – Ongoing but needs a date.

TS-9 Technology for Town Government – Ongoing but needs to be date specific. Videotape Budget Task Force meetings.

TS-10 Annual Performance Review for Fire & Police Chief – Move to Town Manager's Goals

TS-11 Hazard Mitigation Plan – Remove. Done.

Financial Management

FM -1 Other Sources of Revenue - Completed. Quarterly reports are submitted.

FM2 – Revenue Reports for Harbor, Recreation, Shellfish & COA – Continue. Finance Committee could work on this.

FM3 – Strategic Financial Plan for the Town - Continue.

Finance Committee Vice-chair Richard Wood said there had been no progress on a plan. He asked for dates and who would be responsible. The Selectmen considered how it relates to the Local Comprehensive Plan now under revision. Town Manager Rae Ann Palmer recommended the parallel plan and said a 5-Year Financial Forecast is different from Strategic Plan. Either or both could be done, but need to be useful.

FM-4 Ten-year Capital Plan – Remove.

FM-5 Town Fees – Continue.

FM-6 Fiscal Policy Manual - Continue and add a date certain.

Public Safety

PS-1 Long Term sustainability for Fire & Police Dept. – Remove.

PS-2 Visioning Statement for Police Dept. - Remove. This has been completed.

PS-3 Emergency Management Training for Selectmen - Remove. This has been done.

PS-4 Accessible Safe Centers - Remove. This has been submitted to State.

PS-5 Work on Bike & Walkways - Remove.

PS-6 Strengthen Treatment for Substance Abuse - Rework & Continue. Reports are still required. Navigator program is in place.

PS-7 Study Gloucester Program for Addiction – Remove.

Additional Goal - Add a date for new Police Chief to be in place.

Community Sustainability

CS-1 Update Local Comprehensive Plan committee – Done.

CS-2 Accessory Dwelling Units – Done.

CS-3 Affordable Housing Ideas/Programs - Continue with a date of December 2017.

Housing Authority could set some specific objectives. Carl Brotman responded to Selectmen's suggestion. He said a wider committee was needed for study of use of condominium conversion. He was optimistic about proposals at the Cloverleaf property. He could not give a date for this. He said they will be putting together a Housing Production Plan to meet the needs of the Town over a five-year period. A subcommittee of the Housing Authority is working on this and will bring it to the Selectmen and Planning Board in fall. He discussed possibilities for the Cloverleaf property on Route 6 north of Highland Rd.

CS-4 Zoning Bylaws for National Seashore – Done.

CS- Addition – Do a Town-wide zoning bylaw.

CS-5 Cloverleaf Parcel Use Study – Continue with more specifics.

CS-6 Housing Needs Assessment to increase affordable Housing – Continue with date certain.

CS-7 Environmental Projects & Education re: Pamet River, Ballston Beach, East Harbor, Mill Pond and Eagle Creek - Continue with specifics. Rae Ann Palmer needs to study more with Conservation Agent to do this.

Addition to CS-7 - Include Herring River Restitution Project to list.

CS-8 Impacts of Differential Tax Rates – Remove. This is completed but needs to be approved at the August Classification Hearing.

CS-9 Town Roads & Property Use. Continue with addition of date certain.

CS-10 Historic Preservation Bylaw – Remove. Done.

CS-11 Historic Commission & Historical Society - Remove.

CS-12 Meet with CPC Prior to Funding Cycle - Continue with date certain.

CS-13 Economic Development & Comcast Broadband Services - Continue to work on new contract. Selectmen need to revive Cable Internet Advisory Commission.

CS-14 Signage – Remove. The request has been made.

Community Engagement in Government

CEG-1 Town Manager & Social Media Development – Continue and add date certain.

CEG-2 Increase use of Town website, Facebook page and other electronic media – Modify. Webperson position was cut at Annual Town Meeting. The website is being reworked.

CE-3 Policy Review – Continue with date certain.

CEG-4 Study of Boards & Committees Consolidations & Incentives - Continue and add date certain.

CEG-5 Additional Meeting Room Providing Video Taping - Remove. Public Safety Facility meeting room has been equipped for this.

CEG-6 Support & Training for All Boards & Committees – Continue with date specific. Rae Ann Palmer will set up trainings.

CEG-7 Enhance Compliance with Public Records Laws – Continue. Add policy on use of email. List email accounts of board and committee members on the website

CEG-8 Information from Residents & Visitors for Services and Policy Development - Continue

CEG-9 Meeting with Part-time Residents. Continue. Set a date.

CEG-10 Joint Meeting with School Committee - Continue.

CEG-11 Joint Meeting with Planning Board - Continue and set time period.

CEG-12 Joint meeting with Planning Board and ZBA – Continue.

CEG-13 Joint Meeting with Conservation Commission - Revisit at work session. Perhaps an update from the Commission would suffice.

CEG-14 Joint Meeting with Board of Health – Discuss at work session.

Additional CEG item – Policy on joint meetings.

Additional CEG - Update Cable policy, including the cost of taping meetings. Topic for work session.

The work session on June 6, 2017 will continue the discussion of the *Goals & Objectives*.

Discussion of Room Occupancy Tax

Jay Coburn said the Room Occupancy Tax Home Rule Petition has passed twice at Town Meetings. There is now a larger issue that has prompted a bill to be brought to the State House. This bill proposes three different classifications of rentals. The State Senate also has a proposal under consideration. Mr. Coburn suggested that one or more Selectmen attend a public hearing that will be held on June 12, 2017 and craft testimony about the importance of closing the loophole and the need that the process not be overly complicated. He is willing to represent the Board and present testimony at the public hearing. He will urge passage of a room-occupancy tax, extension to short-term rentals, one class of ownership, a simple way for property owners to collect and pay the tax, state deferment to towns how to regulate inspection of properties, and application of existing public accommodations statutes to the rentals.

Maureen Burgess moved to empower Mr. Coburn to prepare and give testimony on behalf of the Truro Board of Selectmen at the public hearing on June 12, 2017. Robert Weinstein seconded, and the motion carried 5-0.

CONSENT AGENDA

- A. Review/Approve and Authorize Signature:
 - 1. Crown Castle Consent Request Letter (334 Route 6 Cell Tower)
- B. Review and approve 2017 Seasonal Licenses : Days Market (Transient Vendor); Joey Rugo (Hawker Peddler)
- C. Review and Approve Entertainment Licenses (Weekday and Sunday) and MA State Sunday for Payomet Performing Arts
- D. Review and Approve Entertainment License(1 Weekday) and One Day Pouring License (13 dates) for Truro Historical Society
- E. Review and Approve Entertainment License (8 Weekdays) for Truro Concert Committee

- F. Review and Approve Entertainment License (2 Weelday and 2 Sunday) for Friends of Truro Meeting House
- G. Reappointment of Stanley Sigel (Pamet Harbor Commission); Mary Abt (Truro Representative to LCCAT Board)
- H. Appointment of Steve Sollog, Chair – Planning Board, to serve as the Planning Board's liaison to the Local Comprehensive Plan Committee
- I. Review and Approve Board of Selectmen Minutes : May 10, 2017
- J. Review and Approve Budget Task Force Minutes: January 23, 2017

Maureen Burgess asked to have a separate discussion Item A-1 off the Consent Agenda. She said the Crown Castle consent request keeps coming before the Selectmen and the Planning Board. She asked for clarification that the request is for modifications, not new structures. Ms. Palmer said that requests to the Selectmen and the Planning is a requirement in the agreement with Crown Castle. It does not mean regulation of the modification being done.

Jay Coburn moved to approve the Consent Agenda as presented. Janet Worthington seconded, and the motion carried 5-0.

SELECTMEN REPORTS AND TOWN MANAGER'S REPORT

Three Selectmen gave announcements and a report. Maureen Burgess announced the first meeting of the Pilgrim Decommissioning Commission in Plymouth. Janet Worthington recommended that everyone get out and go to all the local businesses that are now open. Robert Weinstein reported on the Metropolitan Planning Organization (MPO) meeting which dealt with their Transportation Improvement Projects (TIP) program. He had given the Town Manager a list of TIP projects that included Truro. Signs along Route 6 in Truro have been installed for bike lanes. Rumble strips and other road markings across intersections are being added. Potentially future efforts include the Massachusetts Freight Plan, a designation for Route 6 from Cahoon Hollow Road in Wellfleet to Whitmanville Road in Truro. The plan allows Truro to receive federal funds for highway improvements. Mr. Weinstein will be reporting on other agencies that could impact the Town's portion of payment for the East Harbor pipe under Rte. 6.

Town Manager Rae Ann Palmer said she will be attending a meeting in June with Woods Hole Oceanographic Institute on the best option for repair of the East Harbor pipe. She mentioned a problem with the culvert on Old County Road. The Town sought financial help from the Herring River Restoration Project to get that repaired. She is working on closing out Fiscal Year 2017, she said.


NEXT MEETING AGENDA

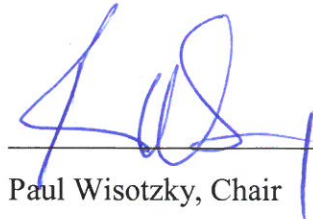
Town Manager Rae Ann Palmer reviewed with the Board agenda items for the June 13, 2017 meeting. So far agenda includes: Goals & Objectives, a presentation by the Fire Chief on fees, the Herring River Project request for an extension on the permitting period, seasonal licesnes, and reappointments. She will add setting a date for a meeting with the Non-residents and an informal report from the Fire Chief.

ADJOURNMENT

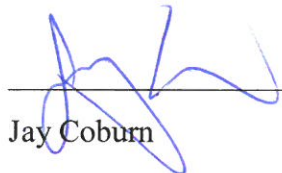
Jay Coburn moved to adjourn. Robert Weinstein seconded, and the motion carried 5-0. The meeting was adjourned at 6:54 p.m.

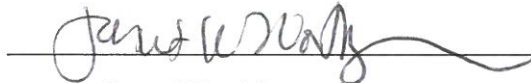
Respectfully submitted,

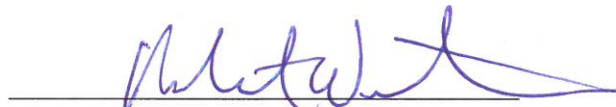

Mary Rogers, Secretary


Paul Wisotzky, Chair


Maureen Burgess Vice-chair


Jay Coburn


Janet Worthington,


Robert Weinstein, Clerk

Public Records Material of 5/23/17

1. Inundation Mapping Report
2. Hazard Mitigation Plan
3. Draft FY18 Goals & Objectives
4. Crown Castle Consent Request Letter (334 route 6 Cell Tower)
5. 2017 Seasonal Licenses : Days Market (Transient Vendor); Joey Rugo (Hawker Peddler) Entertainment Licenses (Weekday and Sunday) and MA State Sunday for Payomet Performing Arts
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