

Truro Board of Selectmen  
Meeting Minutes – Wednesday, November 12, 2014  
Truro Town Hall, 5:00 p.m.

Members Present: Jay Coburn-Chair, Paul Wisotzky-Vice Chair, Jan Worthington-Clerk, Robert Weinstein, and Maureen Burgess

Others Present: Town Administrator Rae Ann Palmer & Co-Acting Town Administrator Robert Lawton

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

**Public Comment Period**

No comments were heard from the Public.

**Vice-Chair Wisotzky asked the Board of Selectmen members and received consensus to move the following items prior to the Public Hearing:**

*Reaffirm the Truro Traffic Rules and Order*

*Review and Approve and Authorize the Vice-Chair to sign the FY14 CDBG Housing Rehab Sub-Grantee Contract between the Town and the Lower Cape Cod Community Development Corporation (Cape CDP)*

**Reaffirm the Truro Traffic Rules and Order**

Mr. Lawton explained that the Traffic Rules and Order<sup>1</sup> were created and adopted in October 14, 1953 with no updates since that time. Research was done which found permits in the Clerk's office for various stop signs in town with all items listed in the proper format of the document; he spoke of road names needing amending eventually when details are submitted. He stated that there is still research that needs to be accomplished through assistance with the Police Department for no parking signs. He added that since it is a State document there are many items listed that Truro does not currently have such as parking meters. Burgess questioned the procedure as previously discussed at a past meeting regarding temporarily establishing a one way direction on Mill Pond Rd. Mr. Lawton responded that this can be accomplished through an established set of traffic rules and order through a public hearing. Chief Takakjian stated that he currently is working on other programs that he listed indicating that this rule and order would be reviewed last. He asked that the re-adoption of the document be postponed for a later date. He explained that currently the Police Department items are covered under G. L. Chapter 90. Mr. Lawton explained the process if the document were not re-adopted this evening but noted that it should be adopted before summer 2015. Weinstein spoke of Article 3 Section 1, regarding bus stops and recent issues with bus stops along Truro Center Rd. Mr. Lawton spoke of his recent conversation with Mr. Cahir of the CCRTA in which there was an approved Bus stop in front of the Cobb Library. Weinstein asked that the adoption be postponed until a later meeting. Wisotzky questioned the fee schedule and when the fees were last adjusted. There was consensus to postpone the adoption of the Traffic Rules and Order.

**Review and Approve and Authorize the Vice-Chair to sign the FY14 CDBG Housing Rehab Sub-Grantee Contract between the Town and the Lower Cape Cod Community Development Corporation (Cape CDP)**

Wisotzky stated that the document before the Board of Selectmen was the standard Housing Rehab Contract<sup>2</sup> for rehabilitating local houses. Wisotzky asked for a motion to approve and authorize the

Vice-Chair to sign. **Burgess moved to approve and authorize the Vice-Chair to sign the FY14 CDBG Housing Rehab Sub-Grantee Contract between the Town and the Lower Cape Cod Community Development Corporation (Cape CDP). Weinstein seconded the motion. So voted unanimously 4-0.**

**Public Hearings:**

**NSTAR Electric for installation of Cable, Conduit and 5 Manholes (Standish Way & South Hollow Rd) and Authorize the BoS Clerk to sign {Continued}**

**NSTAR Electric to install 3082 feet of conduit and cable with 9 manholes including the necessary sustaining and protecting fixtures in, under , along and across the following public way on Shore Road and Authorize the BoS Clerk to sign**

Vice-Chair Wisotzky read the public hearing notice<sup>3</sup> for Shore Rd into record. Ms. Palmer stated that there was no representation from NSTAR this evening but there would be as requested a project engineer on the 24<sup>th</sup>. **Wisotzky asked for a motion to continue the NSTAR public hearing until the 24<sup>th</sup> of November (Monday). Burgess so moved. Weinstein seconded the motion. So voted unanimously 4-0.**

**Review, Approve & Interview Applicants to Serve on Boards/Committees/Commissions**

**Recycling Committee-Jessica Mateik**

Jessica Mateik, Recycling Committee Applicant<sup>4</sup> explained that she recently moved here and is an avid recycler and composter and would like to serve on the Committee to assist with the recycling layout at the Transfer Station. **Wisotzky asked for a motion to appoint Jess Mateik to the Recycling Committee. Weinstein so moved. Burgess seconded the motion. So voted unanimously 4-0.**

**Ad-Hoc SMART/PAYT Committee-Normand “Tippy” Scherer (Rep-Recycling Com.); Tracey Rose (Rep-BOH); Members-at-Large: Axel Schmidt, Katherine Black, Thomas Cummiskey, Eric Mays & John Bloom**

Wisotzky explained the makeup of the committee members<sup>5</sup> of the Ad-Hoc SMART/PAYT committee. Axel Schmidt explained his desire to serve on the Committee. Katherine Black discussed her interest in the Committee. Thomas Cummiskey spoke of his interest to serve on the Committee. Eric Mays stated his interest and desire in serving on the SMART/PAYT Committee.

John Bloom also stated his reasoning's for serving on the Committee. There was a brief discussion that there was a need for membership on the Recycling Committee. There was a discussion as to what the Charge was of the Recycling Committee. Wisotzky explained his thinking in choosing his recommendations for the Committee of Axel Schmidt, Thomas Cummiskey and Katherine Black.

**Worthington moved to appoint Axel Schmidt, Thomas Cummiskey and Katherine Black to the Ad-Hoc SMART/PAYT Committee .Weinstein seconded the motion. So voted unanimously 3-0-1; Burgess abstained.**

**Wisotzky asked for a motion to appoint Normand “Tippy” Scherer (Recycling Rep) and Tracey Rose (BOH Rep) to the Ad-Hoc SMART/PAYT Committee. Burgess so moved. Worthington seconded the motion. So voted unanimously 4-0.**

**Update on Road Maintenance with the Cape Cod National Seashore and Parking Area Erosion Analysis**

George Price Superintendent, Karst Hoogeboom of the Cape Cod National Seashore appeared before the Board of Selectmen<sup>6</sup>. Burgess explained the impetus for this discussion including it being a Board of Selectmen goal regarding the erosion issues with Ballston beach. Weinstein spoke of many roads within the National Seashore and trees that were recently in one of those roads. He stated that the DPW has assisted over the years with these roads but part of the responsibility for road maintenance and cost should be shared with the National Seashore. Superintendent Price stated that the National Seashore does not take care of sand roads within all boundaries of the Seashore but is the responsibility of the towns. However, if the road includes a subdivision pre-existing at the time the Seashore was established the Seashore contributes a share of the cost of maintenance with the other property owners. Weinstein cited issue with a road in the National Seashore off of North Pamet near the Youth Hostel that has vegetation overgrowth and could be a potential issue should there be a brush fire. Superintendent Price stated that the Seashore crews do go out cyclically to check road conditions. There was a brief discussion as to work that has been performed around ponds off of Slough Pond and Black Pond Road. Burgess asked about the responsibility of the homeowners towards designating their property through signage for public safety.

*Coburn arrived at 5:49pm.*

Superintendent Price stated that it is a goal of the National Seashore to upgrade their signage. Coburn added that as a homeowner there is a responsibility to maintain the roads and he spoke to the lack of signage. Mr. Morris commented that he and the Chief of Police have marked areas along Slough Pond Road that they feel could be marked with signage. Mr. Hoogeboom stated that they have tried to work with NSTAR regarding delineating which poles are privately owned.

Weinstein reiterated the issue with NSTAR and the private poles. Superintendent Price agreed that Representative Peake should be brought in on the conversation. Superintendent Price explained to Wisotzky if there is an issue along the sand roads and the property owner is a Truro resident, the Town should be notified. Coburn reiterated the issue of public access without a clear agreement from the Seashore to maintain the road. Worthington asked if there was a mechanism to change the stance of the Seashore on sand roads. There was a dialogue regarding properly numerating private homes should there be a structure fire with the Seashore. Mr. Morris cautioned if the Town is responsible there will be a budget impact. Weinstein asked for a minimum standard for all community roads citing potential issues if the roads are not maintained. Wisotzky suggested an assessment on the roads be done.

Superintendent Price then spoke of the Town owned sections of the beach parking lots in which the boundaries need to be re-established. He spoke of the study before the Board of Selectmen that looked at the beach erosion issues and cited examples of what has been accomplished at Coast Guard Beach in Eastham. Superintendent Price discussed holding future workshops with the new DPW Director. He discussed an ongoing question of the Seashore being asked if property could be expanded for the parking lots. He spoke of the Seashore's ability to do land swaps if it is beneficial to the Department of the Interior. Worthington received confirmation from Mr. Morris that there was land staking done at Coast Guard and Longnook Beach with only Head of the Meadow being able to expand upon.

Weinstein cited that the study is already different from the actual site at Ballston beach due to storm damage and questioned the seasonal usage throughout the summer and the issue with maintaining these facilities. Superintendent Price concurred with this adding that is why the National Seashore is trying to implement more shuttle programs and signage related to full parking lots. Mr. Hoogeboom stated that there is information that will be sent to Towns regarding transportation via the Intelligent

Transportation System. There was a brief discussion on repairs to other Seashore beaches due to erosion. Superintendent Price noted that there may be future issues related to alerts for beach parking lots but it will be a work in progress for all concerned about summer traffic.

### **Consent Agenda**

- 1) Review and Approve Meeting Minutes October 28, 2014 Regular, Executive Session and Hold<sup>7</sup>
- 2) Review and Approve and Authorize Chair to sign:
  - a. Helios Cape Cod LLC-Jeff Thibideau –Complete Update on the Open Space & Recreation Plan for the Town of Truro<sup>8</sup>
  - b. Executive Office of Elder Affairs Grant Authorization<sup>9</sup>
  - c. Application for Construction Staging Permit- Fisher Beach- December 8-12<sup>10</sup>
  - d. Town of Truro Agreement with Kelkor Inc Extension of Time Period<sup>11</sup>
- 3) Review and Approve Film Agreement- Loud Television (Filming 11/14)<sup>12</sup>
- 4) Review and Approve 2015 License Renewals : Terra Luna Restaurant- Common Victualer (food) Seasonal License<sup>13</sup>
- 5) Review and Approve Budget Task Force Meeting Dates<sup>14</sup>
- 6) Review and Approve Repurposing Prior Allocation from the Affordable Housing Trust Fund to include conducting a Housing Needs Assessment<sup>15</sup>

**Coburn asked for a motion to approve the items listed in the November 12, 2014 Consent Agenda. Wisotzky so moved. Burgess seconded the motion. So voted unanimously 5-0.**

### **Update on FY15 Goals and Objectives**

Mr. Lawton stated with regards to the Goals and Objectives<sup>16</sup> he has a contact person at the Cape Cod Commission for assisting with grant writing. Burgess spoke to item #10 regarding potential flooding of Ballston Beach and the Pamet River Valley and the Hazard Mitigation Plan that was created which explains these vulnerable areas. She added that she has spoken with Jason Taylor, Director of Natural Resources at the CCNS, who was trying to do a study on the area but the funding came up short. It was noted to continue the discussion with the public regarding the Pamet River Valley area. Worthington felt that a meeting needs to take place regarding options for parking at Ballston Beach. Coburn suggested continuing the discussion on opening the tidal flow on the Pamet River. Mr. Lawton responded to Worthington that the Wage and Classification Study has been reviewed but the final job descriptions and the final report are not in hand yet. He spoke briefly on how to implement any changes as it relates to the bargaining process. Coburn stated that there needs to be a discussion regarding the final payment to Human Resource Services Inc.

### **Selectmen Reports and Liaison Reports**

**Weinstein** – Nothing to report.

**Burgess** – Nothing to report.

**Coburn**– Nothing to report.

**Wisotzky**-The Feasibility Study for the Housing Authority is complete and will be reviewed soon. He also reported that there were 7 applications for the CPC funds.

**Worthington**- She reported that Coburn and she met with the Chamber of Commerce and noted the items that were discussed at the meeting. Coburn furthered the discussion to include the Chamber booklet cost and a request for the Chamber to generate a proposal about the tasks of the Chamber and a request to have them come before the Board of Selectmen on December 2<sup>nd</sup>. Worthington stated that the Beach Commission would also like to come before the Board of Selectmen to begin discussions on

banning smoking on Town beaches.

There was a brief discussion to try to have the Chair of the Pamet Harbor Commission attend a future meeting along with another public forum regarding Open Meeting Law. Coburn expressed concern that the members of the Commission understand the Open Meeting Law. Wisotzky suggested as liaisons the Board of Selectmen remind and refresh Chairs of Boards and Committees of the Open Meeting Law. It was confirmed to have the Chair of the Pamet Harbor Commission attend a future meeting with a discussion on Open Meeting Law and public records at the December 2<sup>nd</sup> Meeting.

**Next meeting Agenda: Monday, November 24, 2014**

Continuation of the NSTAR Public Hearing; Contract for the Recreation project for Snow's Field; and License renewals.

Coburn asked if a Board of Selectmen representative had been chosen for the SMART/PAYT Ad-Hoc Committee.

**Wisotzky moved to appoint Weinstein to serve as the Board of Selectmen representative to the Ad-Hoc SMART/PAYT Committee. Burgess seconded the motion. So voted 4-0-1. Weinstein abstained.**

**Town Administrator's Report**

Ms. Palmer spoke of her first week which included meetings with staff adding that it has been a great first week. Mr. Lawton reported that the dredge is in the Pamet Harbor and updates on permits should be done by January with Jay Norton and Paul Morris monitoring the project.

**At 7:05PM Coburn asked for a motion to adjourn. Wisotzky so moved. Worthington seconded the motion. So voted unanimously 5-0.**

Respectfully submitted, Nicole Tudor, Board of Selectmen Secretary

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Jay Coburn, Chairman

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Paul Wisotzky, Vice-Chairman

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Janet W. Worthington, Clerk

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Robert Weinstein

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Maureen Burgess  
Board of Selectmen  
Town of Truro

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<sup>1</sup> Truro Traffic Rules and Order

<sup>2</sup> FY14 CDBG Housing Rehab Sub-Grantee Contract between the Town and the Lower Cape Cod Community Development Corporation (Cape CDP)

<sup>3</sup> NSTAR Electric for installation of Cable, Conduit and 5 Manholes (Standish Way & South Hollow Rd) Maps, Abutter notification and public hearing notice & NSTAR Electric to install 3082 feet of conduit and cable with 9 manholes including the necessary sustaining and protecting fixtures in, under, along and across the following public way on Shore Road Maps, Abutter notification and public hearing notice

<sup>4</sup> Application to Serve- Recycling Committee-Jessica Mateik

<sup>5</sup> Application to Serve-Ad-Hoc SMART/PAYT Committee-Normand "Tippy" Scherer (Rep-Recycling Com.); Tracey Rose (Rep-BOH); Axel Schmidt, Katherine Black, Thomas Cumiskey, Eric Mays & John Bloom

<sup>6</sup> Cape Cod National Seashore and Parking Area Erosion Analysis Report

<sup>7</sup> Meeting Minutes October 28, 2014 Regular & Executive Session

<sup>8</sup> Helios Cape Cod LLC Contract with Jeff Thibideau

<sup>9</sup> Executive Office of Elder Affairs Grant Authorization

<sup>10</sup> Application for Construction Staging Permit- Fisher Beach- December 8-12- Carlozzi Landscaping

<sup>11</sup> Town of Truro Agreement with Kelkor Inc Extension of Time Period

<sup>12</sup> Town of Truro Film Agreement- Loud Television (Filming 11/14)

<sup>13</sup> 2015 License Renewals : Terra Luna Restaurant- Common Victualer (food) Seasonal License

<sup>14</sup> 2014-2015 Budget Task Force Meeting Dates

<sup>15</sup> Carl Brotman letter to Chair regarding Repurposing Prior Allocation from the Affordable Housing Trust Fund to include conducting a Housing Needs Assessment dated October 27, 2014

<sup>16</sup> Update on FY15 Board of Selectmen Goals and Objectives