

Select Board Meeting Minutes

February 13, 2024, Meeting (Remote due to weather)

Via Zoom Platform

Select Board Members Present: Kristen Reed-Chair, Susan Areson-Vice Chair, John Dundas-Clerk, Robert Weinstein-Member, Stephanie Rein-Member

Select Board Members Absent:

Others Present: Darrin Tangeman-Town Manager; Kelly Clark-Assistant Town Manager; Elisabeth Verde-Town Clerk; Alex Lessin-Finance Director; Jarrod Cabral-DPW Director; Damion Clements-Community Service Department Director; Emily Beebe-Health & Conservation Agent; Bob Panessiti-Finance Committee Chair; Bob Higgins-Steele (Truro Voter and Representative from the Cape Light Compact); Dennis O'Brien (Truro Resident); Britta Lower-Out-of-School Time Program Leader; Alex Gregory (Co-Owner of 1 Mill Pond Road); Joshua Knapper (General Contractor for 1 Mill Pond Road)

Chair Reed called the meeting to order at 5:00 pm and read the information for the public to access the meeting by telephone and participate. Due to the weather, Chair Reed also noted that this meeting would not be live-streamed but would be recorded. Chair Reed introduced the Members and Town staff present.

PUBLIC COMMENT

Before recognizing any individual for public comment, Chair Reed read aloud the ground rules regarding public comment.

Chair Reed recognized the following individuals who made public comments: Community Services Director Clements, Mr. Higgins-Steele, Mr. O'Brien, Town Manager Tangeman, and Chair Reed.

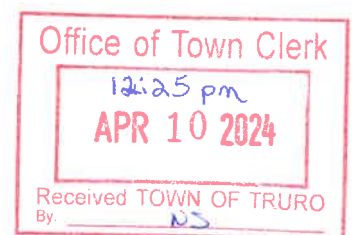
PUBLIC HEARINGS

None

INTRODUCTION TO NEW EMPLOYEES

A. Introduction of Community Services Department Out-of-School Time Program Leader: Britta Lower

Community Services Department Director Clements introduced Ms. Lower to the Members. Ms. Lower shared her personal and professional experiences and how they related to her role. Chair Reed and the Members welcomed Ms. Lower to the Town staff.



BOARD/COMMITTEE/COMMISSION APPOINTMENTS

A. Interview Remaining Applicants and Possible Appointment to the Part-Time Resident Advisory Committee: Ken Field; **Phineas Baxandall**; Linda Brady; Ann D'Ercole; **Stephen Duncombe**; Robert Elwood; David Gavelek; **Kathleen Higgins**; Susan Leff

Chair Reed provided background information and noted that six applicants were interviewed during the Select Board meeting on January 9, 2024, and the remaining three applicants would be interviewed today.

Chair Reed and the Members interviewed Ms. Higgins utilizing the Select Board's standardized questions.

Chair Reed and the Members interviewed Mr. Duncombe utilizing the Select Board's standardized questions.

Chair Reed and the Members interviewed Mr. Baxandall utilizing the Select Board's standardized questions.

Chair Reed and the Members discussed the candidates whom they supported and for the specific terms. Members noted that Mr. Gavelek had mentioned during his interview (January 9, 2024) that he would retire full-time to Truro, later in 2024, and therefore, Members decided not to consider his candidacy as he would no longer be a part-time resident. Chair Reed noted that she would like Mr. Gavelek to consider applying to other Town boards at that time.

Chair Reed made a motion to appoint Linda Brady, Phineas Baxandall and Stephen Duncombe to the Part-Time Resident Advisory Committee for a three-year term which expires June 30, 2026.

Vice Chair Areson seconded the motion.

Roll Call Vote:

Vice Chair Areson - Aye

Member Dundas - Aye

Member Weinstein - Aye

Member Rein - Aye

Chair Reed - Aye

So voted, 5-0-0, motion carries.

Chair Reed made a motion to appoint Ken Field and Robert Elwood to the Part-Time Resident Advisory Committee for a two-year term which expires June 30, 2025.

Member Weinstein seconded the motion.

Roll Call Vote:

Vice Chair Areson - Aye

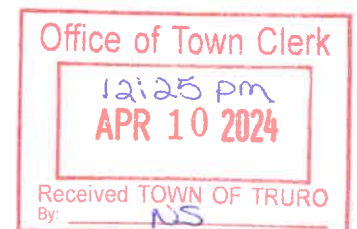
Member Dundas - Aye

Member Weinstein - Aye

Member Rein - Aye

Chair Reed - Aye

So voted, 5-0-0, motion carries.



Chair Reed made a motion to appoint Susan Leff and Kathleen Higgins to the Part-Time Resident Advisory Committee for a one-year term which expires June 30, 2024.

Member Dundas seconded the motion.

Roll Call Vote:

Vice Chair Areson - Aye

Member Dundas – Aye

Member Weinstein - Aye

Member Rein - Aye

Chair Reed – Aye

So voted, 5-0-0, motion carries.

STAFF/COMMITTEE UPDATES

A. Discussion on Polyfluoroalkyl Substances (PFAS)

Presenters: Jarrod Cabral, DPW Director, and Emily Beebe, Conservation & Health Agent

DPW Director Cabral updated his presentation from last week to the Board of Health regarding the PFAS identified at the Transfer Station. DPW Director Cabral also cited the four specific protocols that the Town would implement immediately, and Health & Conservation Agent Beebe provided context as to what the PFAS findings meant for the community members.

Chair Reed and the Members discussed the following highlighted topics with Town staff: consumer awareness as to where PFAS exists (avoid Teflon items as they contain PFAS and purchase PFAS-free items as they are safer), the existence of PFAS in the septic systems and the impact of PFAS spreading to water sources.

TABLED ITEMS

None

SELECT BOARD ACTION

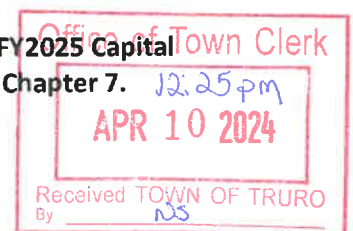
A. Preliminary Draft FY2025 Budget & Capital Improvement Plan and Forwarding of Recommendations to Finance Committee

Presenter: Darrin Tangeman, Town Manager, and Alex Lessin, Finance Director

Finance Director Lessin reviewed highlighted portions of the Preliminary Draft of the FY2025 Budget & Capital Improvement Plan. Finance Chair Panessiti provided input on Finance Director Lessin's presentation and noted the process that the Finance Committee will undertake once the Budget Task Force has completed its work.

Chair Reed noted that Finance Director Lessin's presentation was not a line-by-line review as that is conducted by the Budget Task Force during their meetings. DPW Director Cabral noted that he had resumed DPW office hours every Friday from 2-4 pm, at the Community Center, for the public to come and speak with him regarding the Capital Improvement Plan.

Member Weinstein made a motion to forward the preliminary FY2025 Budget and FY2025 Capital Improvement Plan to the Finance Committee in accordance with the Town Charter Chapter 7.



Vice Chair Areson seconded the motion.

Roll Call Vote:

Vice Chair Areson - Aye

Member Dundas – Aye

Member Weinstein - Aye

Member Rein - Aye

Chair Reed – Aye

So voted, 5-0-0, motion carries.

B. Review and Possible Approval of Increased Beach Sticker Fees

Presenter: Damion Clements, Community Services Department Director

Community Services Department Director Clements presented the review of the proposed beach sticker increases for the Resident Beach Sticker (proposed increase to \$30), Daily Beach Pass (proposed increase to \$30), and No-Resident Beach Sticker (proposed increase to \$325).

Chair Reed, the Members, and Community Services Department Director Clements discussed the following highlighted topics: previous beach permit increases and the consideration of increasing the beach sticker permits beyond the recommendations of the Beach Advisory Committee with the exception of increasing resident beach permits.

Chair Reed made a motion to approve the 1-week beach sticker for \$120, the 2-week beach sticker for \$175, the day beach sticker for \$35, and the non-resident seasonal beach sticker for \$375.

Member Rein seconded the motion.

Roll Call Vote:

Vice Chair Areson - Aye

Member Dundas – Nay

Member Weinstein - Aye

Member Rein - Aye

Chair Reed – Aye

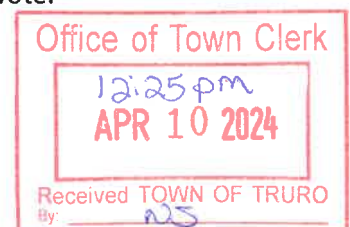
So voted, 4-1-0, motion carries.

C. Review and Possible Approval of the 2024 Rental Registration Fee

Presenter: Darrin Tangeman, Town Manager

Town Manager Tangeman presented background information regarding the rental registration fee and provided an update on “scraping” with software which has identified 45 rental property owners who actively rent their properties but are still not registered with the Town. Town Manager Tangeman also noted that the Town is cross-referencing the registration of rental properties with the Commonwealth of Massachusetts. The increased fee would cover the cost of the software, the cost of mailing compliance letters to non-compliant rental property owners, and the reduction of the workload for Town staff.

Chair Reed noted that she supported an increase to \$500 rather than the \$415 recommended by Town staff. Chair Reed then polled the Members for what fee they supported. Town Manager Tangeman and Assistant Town Manager Clark provided additional input on the matter before the vote.



Chair Reed made a motion to approve the 2024 Rental Registration fee of \$450 and direct staff to investigate a community impact fee and then bring back a recommendation to the Members at a future Select Board meeting.

Member Weinstein seconded the motion.

Roll Call Vote:

Vice Chair Areson - Aye

Member Dundas – Aye

Member Weinstein - Aye

Member Rein - Aye

Chair Reed – Aye

So voted, 5-0-0, motion carries.

D. DPW Ad Hoc Building Committee Charge

Presenter: Darrin Tangeman, Town Manager, and Jarrod Cabral, DPW Director

DPW Director Cabral noted that the Climate Action Committee had suggested a minor change to the Charge and to accommodate a fourth at-large member. Town Manager Tangeman also provided input.

Chair Reed made a motion to approve the Ad Hoc Building Committee – For the Future Public Works Facility charge to accommodate a fourth at large member.

Member Weinstein seconded the motion.

Roll Call Vote:

Vice Chair Areson - Aye

Member Dundas – Aye

Member Weinstein - Aye

Member Rein - Aye

Chair Reed – Aye

So voted, 5-0-0, motion carries.

E. Review and Possible Approval of Curb Cut Application for 1 Mill Pond Road

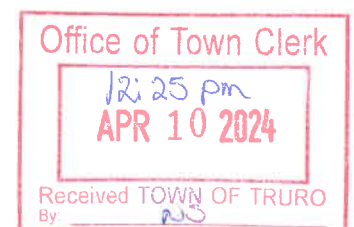
Presenter: Jarrod Cabral, DPW Director

Chair Reed recognized Member Weinstein who had noticed that the curb cut had already been completed at 1 Mill Pond Road. Member Weinstein encouraged the other Members to disapprove this application and require the property owner to appear in front of the Select Board and explain how this occurred.

DPW Director Cabral noted that he had taken the pictures of the curb cut which were included in the Members' packets. DPW Director Cabral also stated that the Building Commissioner had not issued a building permit for the property in this matter. The DPW Director said the clearing work done on the site was allowed prior to the curb cut application.

Chair Reed then recognized Mr. Gregory and Mr. Knapper who provided background information and an update regarding this matter.

Chair Reed then asked the Members for their input on this matter and whether they can support the application.



Chair Reed made a motion to approve the curb cut for 1 Mill Pond Road and authorize the Chair to sign electronically.

Member Rein seconded the motion.

Roll Call Vote:

Vice Chair Areson - Aye

Member Dundas – Aye

Member Weinstein - Aye

Member Rein - Aye

Chair Reed – Aye

So voted, 5-0-0, motion carries.

F. Review and Possible Approval of Woods Hole Group Proposal for Permit Level Design for Mill Pond Road Culvert

Presenter: Jarrod Cabral, DPW Director

DPW Director Cabral presented this proposal and noted that it would be funded by several grants.

Member Weinstein made a motion to approve the Woods Hole Group's proposal and authorize the Town Manager to sign the proposal and associated contract documents.

Vice Chair Areson seconded the motion.

Roll Call Vote:

Vice Chair Areson - Aye

Member Dundas – Aye

Member Weinstein - Aye

Member Rein - Aye

Chair Reed – Aye

So voted, 5-0-0, motion carries.

G. Review and Possible Approval of Building Mover Permits Relative to House Moves from 127 South Pamet Road and 13 Walsh Way to 25 South Highland Road

Presenter: Jarrod Cabral, DPW Director

DPW Director Cabral provided an update on this matter as well as noted the attached documents in the Members' packets.

DPW Director Cabral and Members discussed the following highlighted topics: the rain day plan and the impact of inclement weather on the moves.

Chair Reed made a motion to approve and electronically sign the building move permits for 13 Walsh Way and 127 South Pamet Road.

Member Weinstein seconded the motion.

Roll Call Vote:

Vice Chair Areson - Aye

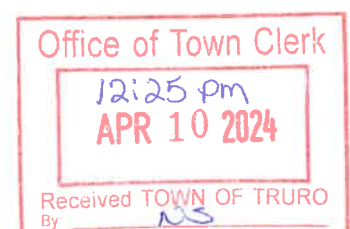
Member Dundas – Aye

Member Weinstein - Aye

Member Rein - Aye

Chair Reed – Aye

So voted, 5-0-0, motion carries.



Note: Following the vote, Chair Reed announced that anyone wishing to join the conversation of any agenda item had to open his/her chat box and be vetted by Assistant Town Manager Clark who would ask several questions to those interested in participating.

H. Vote on the Date of Annual Town Election Date and Approve the Revised Municipal Calendar
Presenter: Elisabeth Verde, Town Clerk

Town Clerk Verde presented and recommended moving the 2024 Annual Town Election from May 14, 2024, to May 20, 2024, or later but no later than June 30, 2024.

Town Clerk Verde and the Members discussed several dates before the vote.

Vice Chair Areson made a motion to move the 2024 Annual Town Election from May 14, 2024, to May 29, 2024, in accordance with the Truro Town Charter, Chapter 3, Section 2-1, and update the Municipal Calendar to indicate the new Election date and impacted deadlines.

Member Dundas seconded the motion.

Roll Call Vote:

Vice Chair Areson - Aye

Member Dundas – Aye

Member Weinstein - Aye

Member Rein - Aye

Chair Reed – Aye

So voted, 5-0-0, motion carries.

After the vote, Town Clerk Verde noted that the date change would impact appointments to boards and committees as several have vacancies for which no applications have been received. Town Clerk Verde said that she would publish a press release to the public with the list of current vacancies so interested applicants may apply.

I. Discussion on Potential Articles for 2024 Annual Town Meeting Articles
Presenter: Darrin Tangeman, Town Manager

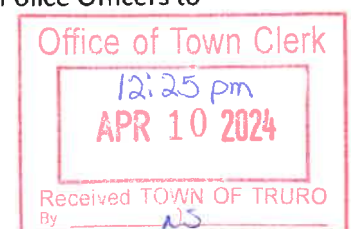
Town Manager Tangeman provided an update on the potential articles.

Town Manager Tangeman and the Members then discussed the highlighted topics: the Town's seal with a culturally inaccurate depiction, the Senior Needs Assessment, the Disabled Needs Assessment, and the recommendation to resurrect electronic tabulators for Town Meetings and to bring that proposal to the Town Meeting.

CONSENT AGENDA

A. Review/Approve and Authorize Signature:

1. Approval of Presidential Primary Election Warrant; Approval of Posting of Warrant for Presidential Primary Election Warrant; Approval to Delegate Designation of Police Officers to Work the Primary by the Police Chief



B. Review and Approve Appointment: Kelly Clark, Barnstable County Dredge Subcommittee (Renewal); Damion Clements, Cape Cod Regional Transit Authority Alternate (New)
C. Review and Approve 2024 Seasonal Business Licenses: Top Mast Café and Savory and the Sweet Escape-Common Victualer
D. Review and Approve the ABCC 2024 Season Population Increase Estimation Form
E. Review and Approve Select Board Meeting Minutes: December 5, 2023; December 12, 2023 Work Session; January 9, 2024 Budget Task Force

Before the vote on the Consent Agenda, Member Rein stated that she was not present at the Budget Task Force meeting on January 9, 2024, so she will not vote on those minutes. Chair Reed noted that she would recuse herself from the Budget Task Force minutes although she watched them. Vice Chair Areson had emailed several minor edits for the minutes to Assistant Town Manager, Nicole Tudor and Noelle Scoullar. Vice Chair Areson noted that these were not substantive edits.

Vice Chair Areson made a motion to approve the Consent Agenda as printed in the packet with the noted recusals.

Member Weinstein seconded the motion.

Roll Call Vote:

Vice Chair Areson - Aye

Member Dundas – Aye

Member Weinstein - Aye

Member Rein - Aye

Chair Reed – Aye

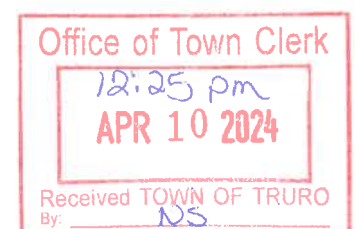
So voted, 5-0-0, motion carries.

SELECT BOARD REPORT/COMMENTS

Member Rein said that she had recently attended the Beach Advisory Committee where the subject of beach sticker permit fees was discussed as well as the subject of paddle crafts including fees and policies that still need to be worked out. Member Rein commented on the need for digital accessibility to include close captioning for all Town recorded meetings. Member Rein also said that there has been a lot of feedback on the Out-of-School Time Program.

Member Weinstein attended the last ZBA meeting where there was an extensive discussion on Ted Malone's application before the ZBA on changes to the number of units for the Cloverleaf Project. Members of the ZBA voted unanimously in support of Mr. Malone's application. Member Weinstein recently attended the Shellfish Advisory Committee which reviewed the application language for the Aquaculture Grant Area and Member Weinstein noted the tremendous efforts that the committee is undertaking to encourage the commercial production of shellfish in those areas.

Member Dundas recognized and thanked the DPW for their hard work during the ongoing storm this afternoon. Member Dundas also commented on Health & Conservation Agent Emily Beebe's important presentation at the Provincetown Water & Sewer Board relating to PFAS and other topics. Member Dundas also noted the importance of addressing the cost and future considerations for water storage facilities as Provincetown's storage facilities were built in 1960 and 1976. These facilities are currently being renovated.



- P. A. - 10

Vice Chair Areson said that at the last Board of Health meeting it was announced that Health & Conservation Agent Emily Beebe will conduct a presentation at the Library on March 8, 2024 (time to be determined). Health & Conservation Agent Beebe also announced at that meeting that a county grant had been approved to for training and a component of the grant was for county health agents to assist with inspections (such as for restaurants) if the Town staff was unavailable. The Harbor Committee recently discussed rate increases and determined that a review of rates will occur in the fall of 2025. Vice Chair Areson sent, in January, a draft Code of Conduct policy and a revised communications policy to Town Manager Tangeman and Assistant Manager Clark. Vice Chair Areson said that she would welcome the Members' input on those documents when they are scheduled on the agenda for a future meeting.

Chair Reed recognized and thanked Representative Sarah Peake's service of 18 years on Beacon Hill representing Cape Cod. Chair Reed also thanked everyone for their participation in the Budget Task Force process. Chair Reed thanked Assistant Town Manager Clark for her assistance during tonight's meeting.

TOWN MANAGER REPORT

Town Manager Tangeman acknowledged the DPW staff helping to keep the roads clear as they will work tirelessly over the next day or two. Town Manager Tangeman also thanked the Town staff who helped prepare and execute the communications plan for the storm today. Their efforts will keep Truro residents safe and informed. Assistant Town Manager noted that Fire Chief & Emergency Management Director Tim Collins had been in communication with Eversource regarding the 41 households in Truro without power in order to get those outages resolved as soon as possible.

Town Manager Tangeman reviewed the agenda for the next Select Board meeting on February 27, 2024.

Chair Reed made a motion to adjourn at 8:31 pm.
Member Dundas seconded the motion.
By unanimous consent, the meeting was adjourned.

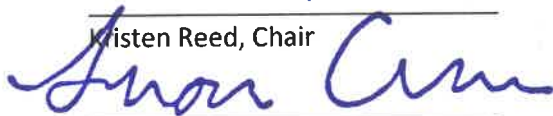
Respectfully submitted,



Alexander O. Powers
Board/Committee/Commission Support Staff



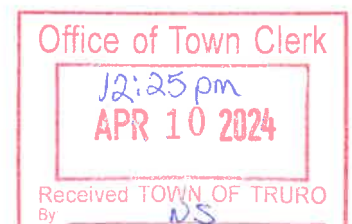
Kristen Reed, Chair



Susan Areson, Vice Chair

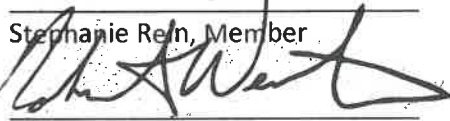


John Dundas, Clerk





Stephanie Rein, Member



Robert Weinstein, Member

Public Records Material Attachments

Legal Notice

Application to Serve – Phineas Baxandall

Application to Serve – Stephen Duncombe

Application to Serve – Kathleen Higgins

Application to Serve – Candidates Interviewed on January 9, 2024

Budgeting Materials from the Budget Task Force meeting on February 13, 2024

Fee Structure to Include Beach Advisory Committee Recommendations

Beach Department Survey

Truro Rental Registration Fees from 2006-2023

Rental Registration Fee Analysis

Provincetown Renters Certificate

Eastham Renters Certificate

Current Charge

Proposed Charge (Red-lined)

Curb Cut Application for 1 Mill Pond Road

Driveway Profile

Site Plan

Construction Period Erosion Control Plan

Wood Hole Group Proposal

Building Move Permits

DPW Memorandum – Traffic Management Plan

Police Department – Special Event Objectives

Draft of Updated Municipal Calendar

Presidential Primary Election Warrant

Posting the Warrant for the State Primary Election

Police Detail for Election Day

Renewal Application for 2024: Top Mast Café

Renewal Application for 2024: Savory and the Sweet Escape

ABCC Seasonal Population Form 2024



