

Truro Board of Selectmen
Meeting Minutes – Tuesday, June 23, 2015
Truro Town Hall, 5:00 p.m.

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

Present: Town Administrator-Rae Ann Palmer, Town Accountant Trudi Brazil, Christopher Townsend, Jade Walsh, Michael Tuck, James Bisceglia, Chuck Steinman,

Chair Wisotzky called the meeting to order at 5:00 p.m. He announced the meeting was being recorded for broadcast on Truro TV channel 18, and asked if any audience members were recording. Hearing no response in the affirmative, he opened the meeting up for public comments. No one came up to speak during the public comment period, and Chair Wisotzky opened the Public Hearing.

Public Hearings

- A. The Truro Board of Selectmen will hold a public hearing on Tuesday, June 23rd, at 5:00 p.m. at Truro Town Hall, 24 Town Hall Road, Truro, on an application for a new Common Victualer (food) received from Christopher Townsend, manager/owner, Captain's Choice Inc., d/b/a Captain's Choice for 4 Highland Road (formerly known as Village Café) Truro MA.**

Comments from the Public will be heard and all interested parties are urged to attend.

Christopher Townsend approached the Board. He now handles 4 Highland Road. There have been some minor renovations to the building to accommodate their future menu, which will primarily be fried seafood, lobster rolls, clam chowder, etc. Selectman Worthington asked how many seats the restaurant would hold. Mr. Townsend stated that there will be 16 seats inside and 32 seats outside. Jade Walsh came up to speak. She owns a home on 31 Knowles Heights Road, and wished to encourage the Board of Selectmen to approve Mr. Townsend's application.

Selectman Coburn made a motion to close the Public Hearing and approve the 2015 Common Victualer (food) license for Captain's Choice, upon compliance with all regulations and receipt of the necessary documents and fees.

Selectman Weinstein seconded this motion.

So voted unanimously, 5-0.

- B. The Truro Board of Selectmen will hold a public hearing on Tuesday, June 23, 2015 at 5:00 p.m. at the Truro Town Hall, 24 Town Hall Road, Truro, on an application for a new Transient Vendor license received from Michael Tuck, owner/manager of Jules Besch Stationers Inc. d/b/a Jules Besch Stationers, located at 3 Great Hollow Rd, Unit 2 (Whitman House Retail Shop), Truro, MA.**

Comments from the public will be heard, and all interested parties are urged to attend.

Michael Tuck approached the Board. Selectman Burgess asked what his season would be. Mr. Tuck will operate from April through the end of November.

Chair Wisotzky closed the Public Hearing.

Selectman Burgess made a motion to approve the Transient Vendor license for Jules Besch Stationers.

Selectman Worthington seconded this motion.

So voted unanimously, 5-0.

Board/Committee/Commission Appointments

A. Acknowledgement and thanks for many years serving on the Board of Health-Dianne Eib and Conservation Commission-Al Silva.

Chair Wisotzky wished to thank both Dianne Eib (Board of Health), and Al Silva (Conservation Commission) for their many years of volunteer service to the Town of Truro. Selectman Worthington acknowledged the length of time both of them served on their respective Boards.

B. Interview, Review and Approve Conservation Commission Appointment of James Bisceglia

James Bisceglia approached the Board. Mr. Bisceglia has been a full time resident of Truro since March 2013, and has owned a home in Truro since 1990. He would like to serve the Town and the Conservation Commission seems to be a good place to start. Chair Wisotzky asked if Mr. Bisceglia was familiar with the Wetlands Protection Act. Mr. Bisceglia stated he would be a quick study. He has attended a meeting, and a seminar at the library which dealt with endangered species, and he is confident he can catch up quickly.

Selectman Burgess made a motion to appoint James Bisceglia to the Conservation Commission for a three year term expiring June 30, 2018.

Selectman Weinstein seconded this motion.

So voted unanimously, 5-0.

Board of Selectmen Action

A. Notice of Executive Session Action regarding LIUNA Contract

Ms. Palmer stated that at the May 26th 2015 executive session by roll call vote of 5-0, the Board of Selectmen approved a three year contract with the LIUNA Union. Chair Wisotzky thanked Ms. Palmer and Labor Counsel Jack Dolan for the negotiations, and for bringing a great contract to the Selectmen.

B. Review and Approve the Historic Preservation Restriction for the 1827 Truro Meeting House as required by the Community Preservation Committee.

Chuck Steinman approached the Board. He explained that a condition of the FY2013 grant to the parish was that a Historic Preservation Restriction be established for the Meeting House.

Selectman Weinstein made a motion to approve the Historic Preservation Restriction for the 1827 Truro Meeting House.

Selectman Coburn seconded this motion.

So voted unanimously, 5-0.

C. Review and Approve Order of Agreement regarding Dangerous Dog

Chair Wisotzky explained that at their last meeting, they heard from the owner of a dog who was attacked by another dog. What has happened in the interim is that the parties have worked with the Town to come up with an agreement, which the Board is now being asked to sign. The agreement essentially deems the dog as dangerous, and therefore requires the owners to take certain actions. Ms. Palmer added that she has the agreement in hand, signed by the owners of the dog which did the attacking, and once the Board of Selectmen sign it, it will be enforceable in accordance with M.G.L Chapter 140, Section 157.

Selectman Burgess made a motion to approve the Order of Agreement-Dangerous Dog as attached, and authorize the Selectmen to sign the agreement.

**Selectman Weinstein seconded this motion.
So voted unanimously, 5-0.**

D. Update on contract/transition of Town Counsel Services to Kopelman and Paige, including access to Town Counsel.

Chair Wisotzky, Selectman Worthington, and Ms. Palmer, met with Kopelman and Paige to work out the language to the contract. The Board of Selectmen will have the contract to review and approve at their next meeting. Going forward, all requests for legal counsel shall go through the Town Administrator, as Kopelman and Paige have found that this is the best way to control cost, yet still provide access to Town Counsel when necessary. Chair Wisotzky suggested that the Board accept the contract informally, and work on revising the policy memorandum. Selectman Coburn mentioned that they have Policy Memorandum #10, which requires that all requests from staff, Boards, Committees and Commissions (for Town Counsel services) go through the Town Administrator. It also provides for members of the Board of Selectmen to have direct access. He suggests that they update Policy Memorandum #10.

Consent Agenda

- A. Review and Approve and Authorize the Chair to sign:**
 - 1. Pitney Bowes Global Financial Services (Town Hall Postage Meter) 3 year Contract**
 - 2. FY16 Town Service Contracts for Supply and Delivery of Porto-Potties; Propane, Gas and Diesel, Fuel Oil, and Electrical Services**
 - 3. Review VNA Contract and authorize the Chair to sign**
- B. Review and Approve Use of Town Property Snow's Field for parking August 16th, 2015 11:00am-3:30pm**
- C. Review and Approve Reappointments: Stanley Sigel-Pamet Harbor Commission; Deborah McCutcheon-Conservation Commission**
- D. Review and Approve Use of Town-Owned Property-Head of the Meadow Beach-LynnTobin-July 21 wedding**
- E. Review and Approve Use of TownProperty-Pamet Park, Yoga classes Sundays 6/28-8/30 9:30-11am**
- F. Review and Approve amendment to Employment Contract with the Town Administrator regarding reimbursement for relocation expenses**
- G. Review and Approve Meeting Minutes of May 19, 2015 (Workshop) and May 26, 2015**
- H. Review and Approve increase of Summer Youth Program Non-Resident daily fees**

Selectman Coburn noted that Stanley Sigel, who applied to be reappointed to the Pamet Harbor Commission, is a mooring holder. He asked if a conflict of interest disclosure form had been filed with the Town Clerk. Ms. Palmer stated that there had not been a disclosure filed, and requested that his reappointment be held until his disclosure form is filed. Selectman Weinstein had some questions regarding the contract with M.A. Frazier which were satisfactorily answered by Ms. Palmer.

Selectman Coburn made a motion to approve the consent agenda, minus the reappointment of Stanley Sigel.

**Selectman Burgess seconded this motion.
So voted unanimously, 5-0.**

Selectmen Reports and Liaison Reports

Selectman Coburn reported that the Planning Board has a vacant seat, which will require a joint appointment of the Planning Board, and Board of Selectmen. The Chair of the Planning Board informed

Selectman Coburn that they are looking for interested candidates, and those who are interested should speak to Lisa Tobia or himself.

Selectman Worthington had no report.

Selectman Burgess attended the meeting of the Massachusetts Municipal Association in Sandwich. The Recycling Committee is inquiring as to whether there is a grant for a composter for food waste. The Chair of the Recycling Committee has stated that where the composting takes place is not necessarily accessible to everyone. That Chair also mentioned that grass clippings are mixed in with the food waste, and those grass clippings may have chemicals on them. Amy Rogers, from the Disability Commission, has arranged for a Disability Indicator Program. This gives an ability to add an alert to 911 calls to indicate that a person is disabled in some way, via a special code. If people wish to have that information shared with 911, they can go onto the Truro Police website, navigate to their online forms, and fill out the appropriate form. When a dispatcher then gets a call, there will be an alert given to that dispatcher. The Cape Cod National Seashore has an upcoming Tuesday night series, being held at the Salt Pond Visitors Center in Eastham. The series will cover the diverse natural, and cultural, resources of the Outer Cape. The Series is free, suitable for all ages, and is held at 7pm on Tuesdays. She also mentioned that if anyone is thinking about getting an ORV permit through the National Seashore, they might want to hold off as there is only about ½ a mile open on the back corridor because of plover nesting and erosion. On Saturday, June 27th, the Highland Center will be holding their annual Highlands Fest which includes music, a guided walk, yoga with a view, and refreshments. The theme this year is “Sprouting Forth”. Their focus is on healthy parks and people. Selectman Burgess also reported that funding has been received to demolish approximately 6-12 buildings located within the old Air Force base. Some are slated to be taken down in 2016. The Highland House Museum is holding an opening on June 27th called Draggers, Trawlers, and Traps. The exhibition will be up for the whole month.

Selectman Weinstein attended his first meeting of the Metropolitan Planning Organization in Barnstable. At that meeting, they authorized the release of the 2016 Regional Transportation Plan for public comment. They also authorized the financial documents that go with that. He is leaving a summarization of the plan with the Town Administrator.

Chair Wisotzky had no report.

Next Meeting Agenda: Tuesday, July 14, 2015

Ms. Palmer stated that this meeting would be right after her vacation, so she is working to narrow down what goes on it before she leaves. Items currently on the agenda:

- Request from the Shellfish Advisory Committee to hold two public hearings (#1. Amendments to the Regulations on the Taking of Shellfish and #2. The ADA Regulations).
- Cape Light Compact Representative
- Multiple Consent Agenda Items, including a contract with a company which does our Medicaid reimbursements for the school

Selectman Coburn would like to add the review and approval of the revision of Policy Memorandum #10. Chair Wisotzky noticed the resignation letter from Susan Travers, and he would like an acknowledgement on the agenda to publicly thank her.

Town Administrator's Report

Ms. Palmer passed out a financial report, which Trudi Brazil prepared, that shows expenditures to date against budget. The report gives the Board of Selectmen an idea of where the Town stands. Ms. Brazil added that on page two, under the debt section, it appears that we've overextended our debt by \$65,000. That is a misapplication of the fee that should be charged to the CPA. The advertisement for the Interim Fire Chief was put out through BadgeQuest, and in professional periodicals, and she has received three resumes already. Ms. Palmer has made an offer to the Deputy Assessor candidate Cathy

Schaeffer, and she has accepted the position. Ms. Schaeffer will begin work on July 20th. Ms. Palmer also reported that she learned this week that the Army Corps of Engineers has identified their share of the money to do the Pamet River Valley study. Pat Pajaron (Health/Conservation Agent) is putting together a meeting to determine how much money the Town needs to put into that.

Selectman Coburn wished to add, under Selectmen Reports, that he attended a meeting with the Secretary of Housing and Economic Development, Jay Ash. Mr. Ash reiterated the Governor's desire to make State land available to communities for affordable housing. Earlier in the month, the Chair of the Housing Authority, Mr. Brotman, communicated with the Cape Cod Commission regarding interest in a seven acre parcel in North Truro. Selectman Coburn would like to suggest to the Board that they forward a copy of that letter to the Secretary of Housing and Economic Development, as well as the Secretary of Transportation, the Governor and a copy to Senator Wolf and Representative Peake. Selectman Coburn stated that the Board could adapt the letter which Mr. Brotman used, and Chair Wisotzky suggested adding it to the next agenda.

Selectman Burgess made a motion to adjourn the regular meeting and open their Goals and Objectives Workshop.

Selectman Coburn seconded this motion.

So voted unanimously, 5-0.

To bring everyone up to date, Chair Wisotzky stated that before them are some suggestions from Selectman Worthington. In the interim, Selectman Coburn, Ms. Palmer, and Chair Wisotzky got together last week and crafted what was in front of them. They tried to focus on outcomes vs process. They looked at objectives that gave the Town Administrator and staff as much leeway in trying to accomplish what the Board's interests are.

Chair Wisotzky started by going over the values on page 1. Selectman Weinstein wished to discuss the wording under Historic and Environmental Protection, "We work diligently to maintain the rural, seafaring character and culture of Truro and to be strong stewards of our fragile environment". He feels that Truro is no longer a seafaring Town, and he also questioned the term "rural". He believes it means to maintain a certain aesthetic based on Truro's zoning bylaws regarding density, which he is all for, however the dictionary term of "rural" does not apply. Selectman Coburn believes Selectman Weinstein raises a good point with the word "seafaring" and suggested the description of "coastal community" instead. A satisfactory revision was agreed upon.

Chair Wisotzky continued onto page 2, discussing Town Services. Selectman Worthington would like TS5 to be more specific. She is interested in looking at a total transportation system, not just alternative parking, and shuttles to beaches for 2016. Ms. Palmer agreed to craft a revision of goal TS5.

The Board moved onto page 3 to discuss goals under Fiscal Management and Public Safety, and then moved to page 4 to go over Community Sustainability. Selectman Burgess asked what they had in mind with CS2 "The Board of Selectmen will work with the Chamber of Commerce to support sustainable economic development." Ms. Palmer met with representatives of the Chamber about a month ago to discuss concerns they had and to forge a better working relationship between the Chamber and Town Hall. She believes that Selectman Worthington, as the Economic Development Liaison, has agreed to work with the Chamber as well. Selectman Burgess asked if it was possible to work with the Chamber to get their communication system working better. Ms. Palmer stated that with a new phone system for Town Hall, routing calls to the Chamber will be easier. A rewording of CS2 was worked on. Selectman Weinstein wished to discuss CS6, "The Board of Selectmen working with the Planning Board will explore zoning by-law changes that will increase the diversity of year round housing options for current and future residents." He believes that this is a good section to incorporate one of Selectman Worthington's suggestions. The Board worked on revising CS6.

Page 5 “Community Engagement & Governance” was then reviewed, and the topic of using State land for a new DPW site was discussed. Chair Wisotzky asked that an agenda item be added for the July 28th meeting for an update on what the status of moving the DPW is. Selectman Worthington also inquired about discussing the feasibility of a walking bridge over the Pamet River. Selectman Weinstein stated that there is money available through the Metropolitan Planning Group to do a study on expanding bike and walkways. He suggests sending a request, through him, to the Metropolitan Planning Group to include the addition to study the feasibility of a walking bridge (over Pamet) in their review of any bike and walkway study that they do for the Town.

Selectman Weinstein asked if there were a way to articulate something regarding regionalization efforts under a goal/objective. Chair Wisotzky thought that something could be added under TS2 (Town Services). The Selectmen, and Ms. Palmer, also brought to light a new goal/objective to work with the State to address items related to infrastructure (including pedestrian access in village centers).

Selectman Worthington wants to have the business owners included in that goal/objective.

Chair Wisotzky took a minute to talk about their June 30th meeting. A copy of the draft goals and objectives will be presented at that meeting. Since it is a public hearing, and the public will be heard, the goals and objectives may change, depending on input from the public. He asked for ideas on how to make this meeting more engaging. There was discussion on each Selectman taking a section and presenting a summary to the audience. Particular sections were assigned to each Selectman.

Selectman Coburn made a motion to adjourn the workshop session at 6:50PM.

Selectman Worthington seconded this motion.

So voted unanimously, 5-0.

Respectfully submitted,
Noelle Scoullar

Paul Wisotzky, Chair

Janet W. Worthington, Vice-Chair

Maureen Burgess, Clerk

Robert Weinstein

Jay Coburn

**Board of Selectmen
Town of Truro**

Documents Used

Application for Common Victualer (Food) License from Chris King-Captain's Choice
Application for Transient Vendor License from Michael Tuck-Jules Besch Stationers
Resignation Letters from Al Silva and Dianne Eib
Application to Serve-James Bisceglia
Historic Preservation Restriction for 1827 Truro Meeting House and supporting documents
Order by Agreement – Dangerous Dog
Postage Meter Agreement and Customer Proposal
Award Letters and Agreements for Town Services: Heating Oil, Gasoline/Diesel, Propane, Portable
Toilets, Electrician Services
FY2016 VNA Contract
Request to Use Town Owned Property-Cape Cod Modern House Trust
Applications to Serve-Stanley Sigel and Deborah McCutcheon
Request to Use Town Owned Property-Head of the Meadow Beach
Request to Use Town Owned Property-Pamet Park
Amendment to Contract with Town Administrator
Board of Selectmen Minutes-May 26, 2015 and May 19, 2015
Recreation Fees Survey for 2015 Rec Commission Rate Recommendation
Agenda for Goals and Objectives Workshop
Draft of Values and Fiscal Year 2016 Goals and Objectives