

Truro Board of Selectmen
Meeting Minutes – Tuesday, December 2, 2014
Truro Town Hall, 5:00 p.m.

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

Present: Town Administrator-Rae Ann Palmer, Al Silva, Jane Peters, Bob Montano, Steve Roderick, Mary O'Keefe, Joe Cavicchi, Joel Haycock, Kevin Kuechler, Blake Martin

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

Coburn announced the meeting was being recorded for broadcast on Truro TV channel 18. He asked if any audience members were recording. Hearing no response in the affirmative, he opened the Public Comment period. No audience members came up to comment.

Public Hearing:

A. Continued Public Hearing*:

¹NSTAR Electric for installation of Cable, Conduit and 5 Manholes (Standish Way & South Hollow Rd) and Authorize the BoS Clerk to sign.

NSTAR Electric to install 3082 feet of conduit and cable with 9 new 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

Wisotzky made a motion to table this public hearing.

Weinstein seconded this motion.

So voted unanimously, 5-0.

B. ²Application from Beach Point Health and Swim Club, LLC. (217 Shore Rd) Albert Silva, Manager and Owner, for change of the General on Premise All-Alcohol license from an Annual License to a Seasonal License.

Al Silva-Rising costs of maintaining the building, and a drop in membership at the club during the winter months is what precipitates him going from an annual to seasonal General on Premise All-Alcohol license.

Burgess made a motion to approve the change of the General on Premise All-Alcohol license from an annual to a seasonal license, at Beach Point Health and Swim Club, LLC. (217 Shore Rd).

Weinstein seconded this motion.

So voted unanimously, 5-0.

Board of Selectman Action

A. ³Update from the Chamber of Commerce

Coburn-He and Worthington met with the Chamber Board a few weeks ago. They discussed, in general, what the Chamber is doing to promote business and tourism in the town.

Jane Peters-The Chamber has launched a new web page online. They created a Facebook page a couple of years ago, which the Chamber uses to promote Truro. Their information booth is the biggest advertising promoter. One of their goals is to expand the hours at the booth.

Bob Montano-Motel owners can call and let the Chamber know of their current vacancies. The Chamber, in turn, can get those vacancies filled when visitors stop by looking for a place to stay.

Steve Roderick-The Chamber has held some evening events, and they are hoping to hold more. The weekly rental tax, should it get passed, would generate more revenue for the town. The Chamber

would like to propose a percentage increase of the room tax which they would receive. Fiscal year 2016 would be at 7%, fiscal year 2017 at 8%, and fiscal year 2018 (and subsequent years) at 10%.

Worthington-Believes that more support for the Chamber is overdue.

Burgess-The Commission on Disabilities is trying to bring awareness to accessible facilities around town (restaurants, motels). She would encourage the Chamber to include information regarding handicapped accessible facilities in their booklet.

Wisotzky-Wondered if the Chamber ever works with the Chambers from Provincetown and Wellfleet to promote, jointly, the Outer Cape.

Jane Peters-This summer there was a meeting of the Chambers from Provincetown, Truro, Wellfleet, Eastham, and the Cape Cod Chamber.

Steve Roderick-The Cape Cod Chamber has a number of initiatives to work with local Chambers.

Weinstein-Is encouraged by the Chamber taking advantage of electronic media.

Coburn-Would like to discuss this at their budget meeting.

B. ⁴Update from Comcast regarding the current contract with the Town of Truro.

Coburn explained that the contract which the town signed back in 2010 called for the expansion of service within the town. He asked Mary to update the Board as to where Comcast stands on installing that expanded service. Mary gave the Board of Selectmen an overview.

- Comcast does not own telephone poles. They must apply for permits to attach to those poles. The utility company has to go out and survey the poles. Once the company comes back with their report, Comcast has to cut a check for the work to be done, and the work will be scheduled. When that work is done is up to the utility company.
- The make ready work is complete on all the poles. They are still waiting for a license from Verizon.
- The next step, which will happen in the beginning of 2015 will be to order all of the gear which is necessary (wire, fiber, co-ax, amplifiers).
- Drops will then be installed.
- Schedule installations of customer drops from the street, in to the house, and activate the system.

Joe Cavicchi came up to express how frustrated he is at how long it is taking to get cable service where he lives. Joel Haycock also expressed his frustrations, and asked how Open Cape was able to wire from Plymouth to Provincetown in the span of 9 months, but Comcast can't seem to get service to the remaining unserved in Truro. Mary cannot speak on Cape Net's progress. Cape Net had a timeline that they had to meet, as does Comcast, and they will meet that timeline.

Mary wanted to make it be known that there was negotiation between the Town's attorney, the Cable Advisory Committee, and herself. They agreed that anything at a density listed in the license would automatically be built. Comcast agreed to build two nodes which do not meet the density requirements. Normally building out in that area would require a customer contribution, but Comcast waived that.

C. ⁵Update on End of Phase I, Integrated Water Resource Planning.

Kevin Kuechler and Blake Martin updated the Board of Selectmen. They want to bring the Board up to speed on what they have been doing over the last year. Phase I was just completed and a report will be finalized within two to three weeks.

- Phase I focused on septic systems and storm water run-off
- Phase II will focus on areas of concern (wastewater and storm water), East Harbor

- Future concern: Pamet River and Cape Cod Bay
- Updated timeline includes some of what has been done and some detailed plans going forward through 2015
- Conclusions and recommendations from Phase I include:
 - a. Town wide, centralized waste and storm water treatment is not warranted at this time
 - b. "Areas of concern" have been identified; overlay districts will be considered in Phase II
 - c. Beach Point/East Harbor requires further data collection and analysis
 - d. Identify and secure location(s) for additional public water supply for future generations
 - e. Continue sampling programs (drinking water (nitrates) and surface water)
 - f. Develop public outreach programs
- Phase II focus:
 - a. East Harbor (Additional monitoring wells/Water quality sampling/Transducers and Long-term hydraulic analysis)
 - b. Target Areas (Elevated Nitrate) (Review of septic practices, land uses, lawn fertilization/Detailed analysis of surface runoff and discharges/Calculations of Hydraulic Catchments and expected concentrations/Determination of need for overlay protection areas)
- Phase II next steps:
 - a. Evaluate several neighborhoods where nitrates are elevated
 - b. Install monitoring wells to further analyze Beach Point, East Harbor, and other critical areas
 - c. Develop options for improvements to storm water outfalls and conceptual design for Route 6 drainage

Blake also reviewed the overlay district potential including likely areas, and long term changes in practices. Burgess mentioned recently attending a talk by an aquatic biologist for the CCNS who gave them an overview of the 208 Plan. She asked if a mechanism which removes urea could be retrofitted on septic systems, and wondered if they were dove-tailing with the CCNS. Blake explained that part of Phase II is to identify, in the areas where the nitrogen model showed elevated levels, whether there is a need for better waste water management. Wisotzky talked about an I/A system which the Housing Authority is investigating.

D. ⁶Development Agreement Bylaw (DAB) proposal for ATM 2015

Wisotzky stated that they were postponing this item until their next meeting.

Burgess made a motion to table this discussion to their next meeting.

Wisotzky seconded this motion.

So voted unanimously, 5-0.

E. ⁷Discussion on Open Meeting Law and Public Records

Coburn pointed out that in their goals and objectives for the year, one of them was to try and conduct more training, and ensure that members (and Chairs) of boards and committees are kept apprised of the Open Meeting Law and the Public Records Law. He asked if there are things the Board feels they should be doing a better job at. Attorney Dolan is willing to do a workshop, in which the Board could require attendance, or the workshop could be taped and they could have people come in and view it. Wisotzky hopes that they can bring materials to the committee's regular meetings so that committee members wouldn't have to make an extra trip. Worthington agrees with Wisotzky to provide a way for members to view the workshop without attending another meeting. Weinstein suggested having an annual work session to be attended by the Chair people and they can, in turn, disseminate that information back to their committee members. Coburn asked if people would be more comfortable with having more of a

burden placed on the Chair people. Burgess agreed. Wisotzky suggested offering the workshop twice a year. Ms. Palmer has talked with Attorney Dolan about this, and he has suggested holding multiple sessions in one day. Those sessions could be scheduled at various times during the day. One of the sessions could also be taped. The first session could be scheduled for some time in January, with a second offering being scheduled later in 2015. Burgess asked if a sign in sheet could be provided. Worthington is not on board with having a sign in sheet. Ms. Palmer believes another important component is to make sure all staff is trained as well.

Consent Agenda

A. Review & Approve and Authorize the Chair to sign:

1. ⁸Mosquito Control funding for FY16-Form SRB-3 Declaration of Support or No Support of Mosquito Control Funding.
2. ⁹FY14 Green Communities Annual Report.
3. ¹⁰Curb Cut Application-4 Francis Road-Rose & Robert D'Rezzo-Daniel Silva Construction.
4. ¹¹Application for Staging Permits-Safe Harbor-Fisher Beach and Cold Storage Beach-December 1-31.

B. ¹²Review and Approve One Day Entertainment and Alcohol License-Castle Hill Center for the Arts-December 13th (6-10PM)

Weinstein suggested, for the FY14 Green Communities Annual Report, that Charleen be present at one of their meetings to give a brief explanation so that the public has access to it. Coburn thought that the Chair of the Energy Committee could join Charleen.

Wisotzky moved to approve the consent agenda as printed on their agenda.

Burgess seconded this motion.

So voted unanimously, 5-0.

Selectmen Reports and Liaison Reports

Worthington-She wanted to thank Paul Morris and Mike Locke for installing the plaque with the information of when the bridge was built, over the Pamet River where the bridge used to be. Worthington also wanted to inquire about holding a retirement party for Paul Morris, where the public was invited. Ms. Palmer explained that Paul did not want a party, but she would work on it. Worthington asked about a quarterly, or yearly, report which they used to receive from the Water Resources Oversight Committee. Coburn stated that per the agreement with the Town, they are supposed to have an annual meeting with the Board of Selectmen from the Town of Provincetown, and the last meeting was about a year ago.

Wisotzky-He attended a meeting recently where they did not have a quorum. He, and staff, needed to remind the committee that they could not hold the meeting. It was a reminder that the Board of Selectmen need to make sure that boards and committees have information on the Open Meeting Law. Wisotzky asked if the Board of Selectmen packets were to be available on the Town website. Coburn stated that the last few packets had been on the web. Ms. Palmer stated that she would check.

Coburn-No report.

Burgess-She reported that the Cultural Council is meeting tonight to look over the requests for grants.

Weinstein-As the liaison to the Harbor Commission, he has been visiting the harbor periodically to check on the progress of the dredging. Even with the inclement weather, very good progress is being made. Coburn asked Weinstein if there was any progress with the SMART Committee holding a meeting. Weinstein had not been in touch since the Thanksgiving break, and would be reaching out to that committee. Ms. Palmer added that while going through her office, she came across a Pay As You Throw

guide, which may be helpful to the committee. Weinstein urged the SMART Committee to hold public meetings as soon as possible, as he believes they will be well attended by the public.

Next Meeting Agenda: December 16th, 2014

- Several consent licenses
- Item which was tabled at their last meeting (Planning Board Development Agreement Bylaw)
- Recommendation from the Beach Commission to ban smoking on beaches
- Charter Review Committee will do a presentation

Worthington asked about Nstar. Coburn stated that they were waiting for Nstar, Bill Worthington, and Jason Norton, to get together to discuss alternatives.

Town Administrator's Report

Ms. Palmer first explained how to access Board of Selectmen packets on the Town website. She is meeting tomorrow with the DPW to discuss their budget. She, and the Town Accountant, is meeting before the budget task force meeting with all the Departments to talk about what's in their budget, to review said budget, and to make sure the budgets are reasonable. Each Department will do a 3 minute presentation, and go over a spreadsheet format which will be used. She is continuing to work with staff on refining administrative systems. Ms. Palmer also had an update on the classification study. She sent a request to the company, asking that they provide the Town with rest of the materials by the close of the business this Friday (December 5th). She has received an affirmative response. Recruitment will begin for the Deputy Assessor. The current Deputy Assessor's last day is December 11th. Coburn asked if it would be possible for himself to phone in to the Budget Task Force meeting. Ms. Palmer stated she would find out if the room had conference call ability.

At 6:32PM Coburn made a motion that the Board of Selectmen enter into Executive Session in accordance with the provisions of Massachusetts General Law, Chapter 30A, §21(a)3 to discuss strategy with respect to Contract Negotiations where discussion in an open meeting may have a detrimental effect on the bargaining or litigating position of the Town and to not reconvene in open session.

Worthington seconded this motion.

Roll Call Vote: Weinstein, aye; Burgess, aye; Coburn, aye; Wisotzky, aye; Worthington, aye. So voted unanimously 5-0.

Respectfully submitted, Noelle Scoullar, Executive Assistant

Jay Coburn, Chairman

Paul Wisotzky, Vice-Chairman

Janet W. Worthington, Clerk

Robert Weinstein

**Maureen Burgess
Board of Selectmen
Town of Truro**

¹ Nstar Public Hearing notice.

² Application by Albert Silva, 217 Shore Road, Beach Point Health and Swim Club, to go from an Annual to a Seasonal General On Premise All-Alcohol License.

³ Board of Selectmen Agenda Item form for Chamber of Commerce

⁴ Board of Selectmen Agenda Item form for Comcast & Update from Mary O'Keefe

⁵ Board of Selectmen Agenda Item form for WROC

⁶ Board of Selectmen Agenda Item form for Planning Board & Development Agreement Bylaw

⁷ Board of Selectmen Agenda Item form for Open Meeting Law and Public Records & Open Meeting Law, G.L. c. 30A §§ 18-25

⁸ Board of Selectmen Agenda Item form for approval and execution of State Reclamation and Mosquito Control Board FY2016 assessment & Declaration of Support

⁹ Board of Selectmen Agenda Item form for FY2014 Green Communities & FY2014 Green Communities Annual Report

¹⁰ Board of Selectmen Agenda Item form and application for curb cut for 4 Francis Road

¹¹ Applications for Staging Permits for use of town owned property (33 Cooper Rd, 32 Cooper Rd, 2 Heron Ln, 4 Heron Ln, 39 Bay View Rd)

¹² Applications for One Day Alcohol and One Day Entertainment License-Truro Center for the Arts at Castle Hill