

**Truro Board of Selectmen Meeting  
Selectmen's Chambers Town Hall  
Tuesday, January 24, 2017**

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

**Present:** Town Manager Rae Ann Palmer

Chair Paul Wisotzky opened the meeting at 5:00 p.m.

**PUBLIC COMMENT**

Chis Lucy said he was seeking to raise awareness and support for the Planning Board's work on a bylaw for accessory dwelling units with an Affordable component.

Scott Landry of 24 Shore Rd. wanted to know that the summer parking situation near the winery on Shore Rd. would be on the agenda for the Feb. 14, 2017 Selectmen's meeting and was assured that it is.

**BOARD OF SELECTMEN ACTION**

***Lower Cape Community Access Television (LCCAT) Presentation***

Teresa Martin, Executive Director of the Lower Cape Community Access Television, and Larry Greeley, LCCAT Board Chair, gave a PowerPoint presentation and short video, updating LCCAT features. They explained the structure of the organization, a media access center for the public, five towns and Nauset Regional High School. The studio and production facility is located at Nauset Regional. There are workshops and private coaching available. Public Service Announcement (PSA) Days are available for non-profit organizations. In addition, LCCAT has been developing more local news, features and community productions such as *Peak Time* with Jack Peak of Truro. The video portion of their presentation outlined offerings and accomplishments during the past year. Their goals are to increase offerings and give access to diverse voices. Funding for LCCAT comes in part from Comcast.

***Bylaw for Two-thirds Vote***

Town Moderator Monica Kraft presented Town Counsel's wording for a bylaw for two-thirds votes at Town Meeting. The issue came up at the last Town Meeting, she said. Certain Town Meeting votes have to be counted by statute. A two-thirds call can be declared without a count unless the two-thirds majority is questioned. For its time saving purpose, this procedure can be approved at each Town Meeting, or it can be achieved by acceptance of a two-thirds vote bylaw, Ms. Kraft said.

Jay Coburn moved to approve that staff prepare a bylaw for the two-thirds vote bylaw Article for inclusion in the 2017 Town Meeting Warrant. Maureen Burgess seconded, and the motion carried 5-0.

***Discussion on Electronic Voting***

Monica Kraft, Town Moderator, remained to discuss electronic voting, another time saver for Town Meetings. Assistant Town Manager Kelly Clark joined her for the discussion which had originated through a citizen's request. Ms. Clark explained the procedure for using the devices. They could be rented or purchased, she said. There are companies that are available for one-time trial usage. Kelly Clark named some of the communities in the state that are now using e-voting. Monica Kraft said she had been in contact with communities who now use e-voting. Ms. Kraft recommended forming a committee first, the way Eastham, the nearest town that uses electronic voting devices, had done before approving their use.

Town Manager Rae Ann Palmer said she had discussed sharing electronic device purchase with Provincetown and Wellfleet. Kelly Clark discussed some of the cost options that companies had offered. She explained allowances that are made for those with impairments that prevent use of the electronic devices. Selectmen discussed their interest in the e-devices, the privacy the system affords the voters, sharing with the other towns and formation of a committee before introducing the devices at Town Meeting. Board members discussed whether forming a committee on e-voting possibilities was feasible before Town Meeting 2017.

Robert Daglio of 3 Hooker's Way came forward to discuss the advantages of privacy in voting and to ask about the number of voters who attend Town Meeting. Further consideration will be given to the use of electronic voting devices for this year's Town Meeting at the next Board of Selectmen's meeting on February 14, 2017. Kelly Clark and Rae Ann Palmer will gather more information on purchasing vs. renting options.

***Approval of Hazard Mitigation Plan***

Health Agent Patricia Pajaron, Fire Chief Tim Collins and Kelly Harper, formerly of the Cape Cod Commission, who helped develop the plan, appeared to present the 2017 *Hazard Mitigation Plan*. Health Agent Pajaron gave background information on the new plan which includes an asset inventory and a vulnerability list as well as the mitigation plans for hazard events. The draft plan will go to MEMA if the Selectmen approve the plan, Ms. Pajaron said. Ms. Harper explained that the plan protects homeowners, helps the town get into the community rating system for flood insurance, and makes Truro eligible for FEMA money. Robert Weinstein noted the omission of the hazard of a possible nuclear power plant equipment failure. Jay Coburn and Ms. Pajaron said that is not something that the Town of Truro can mitigate, and it is addressed in the *Emergency Management Plan*. Ms. Harper explained how the hazardous situations had been chosen.

Jay Coburn moved to approve, with some corrections, the 2017 *Hazard Mitigation Plan* and forward it to MEMA. Robert Weinstein seconded, and the motion carried 5-0.

***Opening the Warrant for the 2017 Annual Town Meeting***

Rae Ann Palmer said it was time to open the Warrant for Town Meeting. Any petitioned money Articles need to be submitted by February 10, 2017 and any other Articles need to be submitted prior to March 14, 2017, the date that the Warrant closes. Non-binding ballot initiatives have their own set of deadlines, but if they are to be printed in the Warrant need to be submitted prior to March 14, 2017.

Jay Coburn moved to open the Warrant for the 2017 Annual Town Meeting on January 25, 2017 at 8:00 a.m. and close the Warrant on March 14, 2017 at 4:00 p.m. Maureen Burgess seconded, and the motion carried 5-0.

### ***Update on FY17 Goals and Objectives***

The Town Manager and the Selectmen examined progress in each goal area. In *Town Services*, Rae Ann Palmer highlighted that Truro would begin working on shared services of Community Compact consultant with Provincetown. Under *Fiscal Management*, Jay Coburn suggested, as a part of Budget Task Force study, looking at revenue and expense by cost center area. Rae Ann Palmer said some of this information has been reviewed, but the annual audit had just been done, so she did not yet have firm numbers. In *Public Safety* Ms. Palmer noted the six positions offered to candidates for the Fire Department. In *Community Sustainability*, Jay Coburn expressed the importance of getting the accessory dwelling bylaw to this year's Annual Town Meeting. Rae Ann Palmer explained procedure and deadlines for moving the process ahead. Rae Ann Palmer also reported on establishing a differential tax rate. In *Community Engagement and Governance*, Jay Coburn expressed interest in setting a deadline for establishing e-mail accounts for members of regulatory boards. Ms. Palmer said she did not want to lose communication with people if there was a strict deadline set. Paul Wisotzky suggested drafting a policy for e-mail, and Ms. Palmer said that the Assistant Town Manager could develop one for the Board's consideration. One other *Community Engagement* point Ms. Palmer made was that many of the objectives will receive the attention of Kelly Clark, Assistant Town Manager.

### ***Draft Policy on Public Comment, Selectmen Reports and Selectmen Comments***

Paul Wisotzky said he and Janet Worthington had worked on the draft policy in the Selectmen's packet. Maureen Burgess and Jay Coburn commented on appropriate use of the new Public Comment segment of meetings. Paul Wisotzky noted *Policy #54 Standards of Professional Conduct* which sets high standards for the Selectmen.

Jay Coburn moved to adopt *Policy #59 for Public Comment, Selectmen Reports and Comments* as proposed. Robert Weinstein seconded, and the motion carried 5-0.

### **CONSENT AGENDA**

- A. Review/Approve and Authorize Signature: *None*
- B. Review and Approve Appointment of Gary Palmer for Water Resources Oversight Committee
- C. Review and Hold Executive Session Minutes
- D. Review and Approve Regular Board of Selectmen Minutes: January 10, 2017

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

### **SELECTMEN AND LIAISON AND TOWN MANAGER REPORTS**

Reports covered a variety of topics. Robert Weinstein thanked the Finance Committee and staff for their helpful work on the Budget Task Force. He said there was an unexpected increase in the School Budget. He had also attended the Metropolitan Planning Committee at the Cape Cod Commission where the bike trail through Wellfleet and Truro bidding process was discussed.

Another discussion concerned the Cape Cod Canal Transportation Study. He referred interested citizens to the Army Corps of Engineers website. Maureen Burgess said that she had attended the 2016 Annual Final meeting of the Cemetery Commission. They now have a volunteer who has been cleaning gravestones. Paul Wisotzky also praised the Budget Task Force. He had met with the auditors. He attended the Housing Authority's last meeting, brainstorming ideas for Housing Production Plan. He thanked Ms. Palmer for her accessibility after a meeting she had with him and a concerned citizen. Lastly, he thanked John Thornley for his service on the COA Board. Janet Worthington said the Seashore and Affordable Housing had been topics of discussion during her recent Selectmen Hours. She explained the Dial-A-Ride program used in Aspen, Colorado with an eye to offering a similar program for Truro. Jay Coburn said no one had come to his Selectmen Hours.

Rae Ann Palmer said that Wellfleet had invited the Selectmen to a meeting at the Wellfleet COA on February 2, 2017 at 6 p.m. to discuss sharing with Wellfleet and Eastham a substance abuse/mental health navigator similar to the one available in Provincetown. She also had spoken to retired Chief Reilly about the Police visioning survey. The focus groups will meet on February 15 and 16, 2017. There will also be phone calls set up with the Selectmen. The survey will close on February 1, and on Wednesday, March 1, 2017 a meeting will be held with the Selectmen as a facilitating session to discuss the focus groups and actually start crafting the Police vision. Ms. Palmer said the next Herring River Executive Meeting on March 9, 2017 will be held at the Truro Community Center. Putting together a Comcast committee is on her planning list, she said. Ms. Palmer has requested a training session on Public Records Law from KP Law and will be requesting training on how to run public hearings and regulatory board meetings.

#### **NEXT MEETING AGENDA**

Rae Ann Palmer said there would be a public hearing for CDBG that Alice Boyd would attend at the February 14, 2017 meeting. Other agenda items included: an application for Deputy Shellfish Warden, discussion of the Dennis property pledge, a memorial bench policy, no parking signs on Shore Rd., referral of zoning bylaw amendments, police reports, and electronic voting. Jay Coburn suggested drafting a letter to the Governor about room taxes.

#### **ADJOURNMENT**


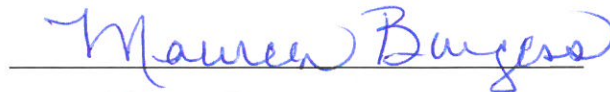
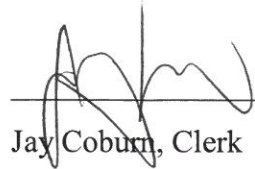
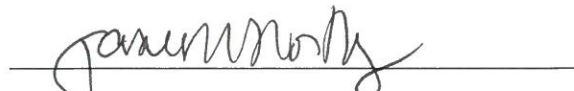
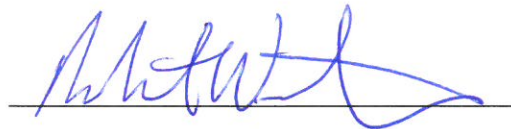
Janet Worthington moved to adjourn. Maureen Burgess seconded, and the motion carried 5-0. The meeting was adjourned at 7:54 p.m.

Respectfully submitted,



Mary Rogers, Secretary



  
\_\_\_\_\_  
Paul Wisotzky, Chair  
\_\_\_\_\_  
Maureen Burgess  
\_\_\_\_\_  
Jay Coburn, Clerk  
\_\_\_\_\_  
Janet Worthington, Vice-chair  
\_\_\_\_\_  
Robert Weinstein

**Public Records Materials of 1/24/17**

1. LCCAT Presentation materials
2. 2017 *Hazard Mitigation Plan*
3. Fiscal Year 2017 *Goals and Objectives*
4. *Policy #59 for Public Comment, Selectmen Reports and Comments*
5. Application papers of Gary Palmer for Water Resources Oversight Committee