

**Truro Board of Selectmen Meeting
Truro Public Safety Facility
Tuesday, October 17, 2017**

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

Regrets: Jay Coburn

Present: Town Manager Rae Ann Palmer; Assistant Town Manager Kelly Sullivan-Clark

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

BOARD/COMMITTEE/COMMISSION APPOINTMENTS

The Board considered the appointment of Stephanie Rein to the Cable and Internet Advisory Committee. Ms. Rein explained her interest in joining the Committee.

Maureen Burgess moved to approve the appointment of Stephanie Rein to the Cable and Internet Advisory Committee. Robert Weinstein seconded, and the motion carried 4-0.

BOARD OF SELECTMEN ACTION

Funds from the Affordable Housing Trust

Housing Authority Chair Carl Brotman said that the Housing Authority would like to buy down the price of 10 Firehouse Rd., a deed restricted Affordable home that is being resold. If the Housing Authority is unable to assist a potential buyer with a buy-down, the loss of a deed restricted home from the Truro Subsidized Housing inventory will result.

Robert Weinstein moved to authorize the use of up to \$40,000 from the Affordable Housing Trust for the sale and repurchase of a deed restricted home at 10 Firehouse Road. Janet Worthington seconded, and the motion carried 4-0.

Carl Brotman also discussed other expenditures and asked if the Selectmen thought the Housing Authority could apply to the Community Preservation Committee for a replenishment of the Housing Trust Fund. Town Manager Rae Ann Palmer said this is done in many towns.

Discussion of FY2019 Budget with Finance Committee

Finance Committee members, Lori Meads, Robert Panessiti, Richard Wood, Roberta Lema, and Dennis Clark, joined the Selectmen to discuss the Fiscal Year 2019 Budget and brought their meeting to order. Chair Paul Wisotzky said the Board of Selectmen would be drafting their Budget Message after this meeting. Finance Committee Chair Robert Panessiti discussed concepts for services and their costs. He said they considered the demographics of the town for determining importance of services. The Budget Task Force will look at staff salaries, he said. He discussed housing concerns and policies for people who work in Truro. He said the Boards need to be open to change and look at services that need improvement. He said they cannot predict level funding for Fiscal Year 2019, although that is desirable. He reviewed how municipal finance works by appropriation and planning in advance.

Paul Wisotzky added that the Capital Budget needs to be realistic as well. Robert Weinstein urged people to attend Budget Task Force meetings, which are open to all. He mentioned the interest in taping those meetings for Local TV and the Town Website. Members of both boards and the Town Manager exchanged possibilities for taping meetings or key meetings without inhibiting the flow of the valuable input from department heads. Rae Ann Palmer said some compromise could be reached on what Budget Task Force meetings might be taped. She will work out costs for videotaping some or all the meetings.

Richard Wood moved to adjourn the Finance Committee meeting. Lori Meads seconded, and the motion carried by consensus. The Finance Committee adjourned their meeting at 5:53 p.m.

Discussion of Open Meeting Law Complaint

Town Manager Rae Ann Palmer said that an Open Meeting Law complaint was filed on September 20, 2017 from the Part-time Resident Taxpayers' Association. Town Counsel has prepared a response. Paul Wisotzky said that Town Counsel was confident that there was no violation of Open Meeting Law, and he agrees. Ms. Palmer explained the process of review by the Attorney General.

Maureen Burgess moved to authorize the Town Counsel to send a response to the Attorney General for the Part-time Residents Open Meeting Law complaint. Janet Worthington seconded, and the motion carried 4-0.

Review Board of Selectmen Policies

Town Manager Rae Ann Palmer presented the next ten Board of Selectmen Policies that were being reviewed:

1. Policy #28 – *Curb Cut Policy*
Town Counsel is reviewing changes staff has prepared for Policy #28.
2. Policy #29 – *Travel Reimbursement Policy*
This policy now clarifies how, when and by whom town business travel is approved and reimbursements are granted.
3. Policy #30 – *Senior Municipal Service Program*
This policy was updated to include more general wage information, the participants' receipt of credit, and how the hours of service fluctuate.
4. Policy #31 - *Written Complaints and Communications*
The policy now reflects the change in title to Town Manager and clarifies how complaints about Town employees are handled.
5. Policy #32 – *Gift Acceptance Policy*
A revision has been submitted to Town Counsel for review.
(Policy #33 was rescinded on April 22, 2015)
6. Policy #34 – *Liaison Policy*
The only change to the policy was to reflect the title of Town Manager.
7. Policy #35 – *Policy of Town Administrator's Powers of Appointment*
The policy is in the process of being updated and will be sent to Town Counsel for review. Changes are being made to match the Town Charter and current hiring practices, especially for Department Heads.
8. #36 – *Truro Fire Rescue GO#115: Enrollment in Town Insurance Plans*
No changes were recommended for this policy.
9. Policy #37 – *Procedural Relationships of Town Government Entities*
Changes in this policy reflect the Town Charter changes, including the appointing authority and supervision.

10. Policy #38 – Facilities Naming Policy

Naming of trails and conservation areas are included in the policy. Establishment of dedication or memorial sites on Town property will require Board of Selectmen approval.

Temporary memorials are subject to review by the Town Manager and Police Chief.

Robert Weinstein commented on Policy #31. He asked for Town Counsel's attention to anonymous complaints on safety issues. He also pointed out a needed language change to Town "Manager."

Maureen Burgess moved to accept Policy #'s 29, 30, 34, 36, 37 and 38. Janet Worthington seconded, and the motion carried 4-0.

CONSENT AGENDA

A. Review/Approve and Authorize Signature:

1. Water Service Application for 276 Shore Rd-Days Cottages Units 1-23

2. FY17 CDBG Grant Administrator Contract with Bailey Boyd Associates

B. Review and Approve Reappointment of Amy Rogers, Commission on Disabilities

C. Review and Approve Board of Selectmen Minutes: September 19, 2017 Regular, September 19, 2017 Work Session, and September 26, 2017

Robert Weinstein moved to approve the consent agenda. Maureen Burgess seconded, and the motion carried 4-0.

SELECTMEN REPORTS AND TOWN MANAGER REPORT

Robert Weinstein reported on the last Municipal Planning Organization's meeting. Phase II for the bike route is expected to go forward, he said. He also mentioned proposed changes on Route 6 in Wellfleet that could affect travel to Truro. Town Manager Rae Ann Palmer announced the Deed Signing for the Cloverleaf property. This will be held on October 20, 2017 at Truro Town Hall. She said the survey on house size in the Residential District of Truro is on the Town Website.

SELECTMEN COMMENTS

Maureen Burgess said Truro had been well represented at the first session of the Housing Institute, which is being offered at Preservation Hall in Wellfleet.

Paul Wisotzky reminded everyone to vote on October 24, 2017 on the Cape Tech project.

NEXT MEETING AGENDA

Rae Ann Palmer reviewed agenda items for the next meeting Tuesday, October 24, 2017. The anticipated agenda includes: discussion of joint filing with the Truro Conservation Trust for a CPA grant; formation of the Budget Message; and discussion of taping Budget Task Force meetings.


ADJOURNMENT


Maureen Burgess moved to adjourn. Janet Worthington seconded, and the motion carried 4-0. The meeting was adjourned at 6:25 p.m.

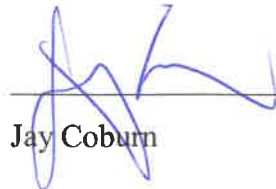
Respectfully submitted,





Mary Rogers, Secretary



Paul Wisotzky, Chair

Maureen Burgess Vice-chair

Jay Coburn

Janet Worthington,

Robert Weinstein, Clerk

Public Records Material of 10/17/17

1. Appointment papers for Stephanie Rein
2. Open Meeting Law complaint materials
3. Selectmen's Policies #'s 28-32 and #'s 34-38
4. Water Service Application for 276 Shore Rd-Days Cottages Units 1-23
5. FY17 CDBG Grant Administrator Contract with Bailey Boyd Associates
6. Reappointment papers of Amy Rogers, Commission on Disabilities