

TOWN OF TRURO

PLANNING BOARD

Meeting Minutes
December 16, 2020 – 5:00 pm
REMOTE PLANNING BOARD MEETING



<u>Members Present (Quorum):</u> Anne Greenbaum (Chair); Steve Sollog (Vice Chair); Jack Riemer (Clerk); Paul Kiernan; R. Bruce Boleyn; Peter Herridge

Members Absent:

Other Participants: Barbara Carboni – Interim Town Planner and Counsel; Liz Sturdy – Truro Office Assistant; Christine Van Genderen – Applicant; Ben Zehnder – Attorney for Christine Van Genderen; Don Poole – Land Surveyor for Christine Van Genderen and Nathan Nickerson III; Nathan Nickerson III – Applicant; Keith Fernandes – GFM Enterprises and project engineer for Nathan Nickerson III; Chris Fiset – Attorney for Nathan Nickerson III; Shelly Fischel – Abutter and opponent to Mr. Nickerson's application via letter; David Reid – Attorney for Shelly Fischel; Bill O'Brien – Abutter and opponent to Mr. Nickerson's application via email; Diedra Dietter and Michael Schulz – Abutters and opponents to Mr. Nickerson's application via letter.

Remote meeting convened at 5:01 pm, Wednesday, December 16, 2020, by Chair Greenbaum who announced that this was a remote meeting which is being broadcast live on Truro TV Channel 18 and is being recorded. Interim Town Planner and Counsel Carboni also provided information as to how the public may call into the meeting or provide written comment.

Public Comment Period

Chair Greenbaum asked unknown callers to identify themselves. Caller #3 identified himself as Bill O'Brien and Caller #2 identified himself as Fred Gaechter.

Public comment, for things not on the agenda, was opened by Chair Greenbaum. Ms. Pamela Wolff was recognized, and she stated that she had submitted a letter to the Planning Board on her concerns about water at the Cloverleaf project.

Public Hearing (Continued)

2020-001/PB – Nathan A. Nickerson III seeks approval of a Definitive Subdivision Plan of Land, pursuant to M.G.L. c. 41, §81L and §2.5 of the Town of Truro Rules and Regulations Governing the Subdivision of Land with respect to property at 4-H Bay View Road and 3 Laura's Way, Truro, MA, Map 39, Parcels 77 and 325. Chair Greenbaum reminded the Board and callers that this was a continuance from a previous hearing and reopened the hearing. Chair Greenbaum asked Interim Town Planner and Counsel Carboni and asked her for any new information from the applicant. Interim Town Planner and Counsel Carboni stated that she had received a request in writing from the applicant's attorney, Mr. Fiset, for a waiver for relief from applicability of Subdivision Rules and Regulations specifically §3.6.6 which limits dead end streets to 1,000 feet. Interim Town Planner and Counsel Carboni added that she had spoken briefly with

the fire chief, and he has reached out to Department of Fire Services for input. Interim Town Planner and Counsel Carboni is still awaiting the fire chief's written comments on this matter. Chair Greenbaum asked Mr. Poole asked him if he would like to add his comments and he declined. Chair Greenbaum called upon Mr. Fiset for comments. Mr. Fiset stated that there were questions directed to Mr. Poole at the previous hearing regarding items which allegedly were not included in the plan, yet Mr. Poole was unable to comment at the last hearing. Mr. Fiset then asked Mr. Poole to comment as he was present this evening. Mr. Poole stated that when he checked the application checklist that he had indicated that the zoning classification was not on the plan, but it is on the plan, the issue of the 1,000', and that the Board of Health had approved the plan. Chair Greenbaum thanked Mr. Poole. Member Riemer stated that the Planning Board had referred to the Interim Town Planner and Counsel Carboni's staff memorandum which listed deficiencies that must be resolved to make the application complete. Chair Greenbaum asked Mr. Fiset and Mr. Poole if they had received a copy of the Interim Town Planner and Counsel Carboni's staff memorandum and Mr. Fiset confirmed that they had. Chair Greenbaum asked the Board what questions or concerns they may have that must be answered before the Planning Board votes on the application. Interim Town Planner and Counsel Carboni identified items on page 4 on her staff memorandum, dated November 28, 2020, so it is in the meeting packet from the last meeting. Chair Greenbaum asked Interim Town Planner and Counsel Carboni to address the Planning Board's previous significant questions and concerns before the Planning Board rendered a decision. These concerns were as follows:

- The plan does not include a topography of landing using the 2'contours and are shown on a separate roadway plan. Interim Town Planner and Counsel Carboni opined that it is up to the Members to decide if that is acceptable or will it require the submission of a TOPO for all parcel affected.
- 2. The zoning classification was an issue but now the applicant has requested a waiver so that is resolved as noted by Chair Greenbaum.
- 3. The identification of trees which are 10" in diameter or otherwise required and Chair Greenbaum stated the applicant's response was that was "not applicable". Mr. Poole confirmed that there were no specimen trees and there are only scrub pine and scrub oak trees.
- 4. The vertical scale of 1" to 4' is listed as 1"-5' so the Planning Board will have to decide if that is a major issue.
- 5. Limited clearing line issue and Mr. Poole's response was "not applicable" as it is already on the road plan.
- 6. The landscape plan to include method of slope stabilization and Mr. Poole responded that this was a road plan consideration. Interim Town Planner and Counsel Carboni commented that these are requirements for the Board to consider. Mr. Fernandes asked Chair Greenbaum to be recognized and he stated that on his road plans there are lists of notes which talk about the side slopes for erosion control and planting. Interim Town Planner and Counsel Carboni thanked Mr. Fernandes for his reference.
- 7. Staking on the property was addressed during the Planning Board's onsite visit.

Chair Greenbaum asked Members for their major concerns and questions which must be answered. Member Riemer stated that he wanted to discuss the applicant's request for a waiver, and he cited Subdivision Rules and Regulations §1.5 (Waivers of Strict Compliance) has a paragraph that states "any such request for waiver from Rules and Regulations must be submitted to the Board by the applicant in writing and shall explain how granting the waiver would be in the public interest and not inconsistent with the intent and purpose of the subdivision control law". Member Riemer reiterated that his position was that the application is still incomplete. Chair Greenbaum thanked Mr. Riemer for his concerns and

noted that the Board is now getting to the heart of the matter. Mr. Fiset offered to supplement the updated application as the allowance of this waiver would allow the property to be developed, and in doing so, the building of one single structure and not negatively impact the safety of Truro residents. Member Herridge stated that this explanation only indicated the benefit to the applicant and not to the Town's residents. Chair Greenbaum thanked Member Herridge for his comment. Mr. Fiset said that the people of Truro would not suffer because of one new home on this property, and it would result in additional property tax revenue for the benefit of the Town. Member Kiernan noted that this matter has been a long looked at subdivision which has undergone many iterations during the last five years. Member Kiernan stated that he was concerned that there was a request for a waiver that arrived yesterday and was still incomplete. Mr. Fiset commented that the historical review of this piece of land is known in the neighborhood. Mr. Nickerson asked to be recognized and stated that he was not the original developer of the property and was the "point man" on the development. Mr. Nickerson also noted that driveway would be either made of shells or stones and not paved. Mr. Riemer read a paragraph from the letter of opposition submitted by Diedra Dietter and Michael Schutz that noted that Mr. Nickerson does not maintain the road for snow removal so the residents on the road have taken it upon themselves to pay for snow removal as it is a private road. Chair Greenbaum noted that the intent was not to increase the number of homes in the subdivision. Chair Greenbaum recognized Ms. Fischel, an abutter located at 15 Sawyer Grove Road, who reiterated the concerns of Ms. Dietter and Mr. Schulz and the safety issue. Ms. Fischel also noted that the subdivision was never intended to be 32+1 homes and she is concerned that there will an application later to build four homes on the lot. Ms. Donna Gagnon, owner of 14 Sawyer Grove Road, stated that she and her wife purchased their home in 2008 and share the same views of the other opponents. Ms. Gagnon cited numerous times while riding her bicycle she was forced off the road into her neighbor's driveway as there are no clear lines of sight. Ms. Gagnon also expressed concern about future development for other properties by the applicant. Chair Greenbaum recognized Mr. Reid for comment prior to giving the applicant an opportunity for final comments. Mr. Reid stated that with respect to the waiver it did not serve the public's interest or safety. Mr. Reid also pointed out that the applicant's original expectation was that the subdivision would have 17 lots only and the Town expected those limitations to be enforced in the future. Mr. Reid also stated that it would not be fair to the 17 original lot owners to lose their expectations of a quiet subdivision and for the Planning Board to approve the application. Chair Greenbaum recognized Mr. Nickerson who stated that it doesn't seem fair for the six property owners who have paid taxes all these years and now there was this opposition. Mr. O'Brien stated that he had a couple of issues and the said that the sight line was an issue as he recently almost had an accident with his grandchildren. Mr. O'Brien also noted that more children have now moved into the subdivision over the years and there are now more children playing on the street. Mr. Fiset respectfully requested to the extent possible that the Planning Board approve this modest application for one new structure on the lot. Chair Greenbaum noted that Member Herridge had verified that he watched the previous hearing in its completeness so he may vote this evening. By unanimous consent, the Members agreed to vote on this matter this evening. Interim Town Planner and Counsel Carboni opined that a proposed motion to approve or deny the 2020-001/PB Nathan A. Nickerson Ill's application that seeks approval of a Definitive Subdivision Plan of Land. Chair Greenbaum announced that the hearing is now closed in this matter and Interim Town Planner and Counsel Carboni opined it would be appropriate for the Board to vote to close the public hearing before it votes on an approval or denial of the application in this matter.

Chair Greenbaum made a motion to close the public hearing in the matter of 2020-001/PB. Member Boleyn seconded the motion.

So voted, 6-0, motion carries.

Chair Greenbaum asked for a Member to make a motion to deny the application for a Definitive Subdivision Plan of Land in the matter of 2020-001/PB – Nathan Nickerson III.

Member Kiernan made a motion to deny the application for a Definitive Subdivision Plan of Land in the matter of 2020-001/PB — Nathan Nickerson III.

Member Herridge seconded the motion.

So voted, 6-0, motion carries.

Interim Town Planner and Counsel said that she will prepare a draft decision memorandum for the Board's review, to include correspondence and comments from the residents of the subdivision in opposition of the application, as requested by Member Riemer, for a Board's subsequent meeting.

Chair Greenbaum thanked Mr. Nickerson and Mr. Fiset and they thanked the Planning Board. Participants and callers involved with this matter thanked the Planning Board and left the meeting.

Public Hearing

2020-005/SPR – Katherine S. Cook and Christine Van Genderen for property located at 38 Cliff Road, Truro, MA (Atlas Map 32, Parcel 19, Registry of Deeds title reference: Book 33307, Page 344). Applicants seek a Residential Site Plan Review under Section 70 of the Truro Zoning Bylaw for an addition to the east side of the house, reconfiguration of the interior space, and a new screened porch with second floor deck to the north side of the house to an existing 28,010 square foot parcel in the Seashore District.

Chair Greenbaum opened the hearing in this matter and invited Mr. Zehnder to speak about this matter on behalf of the applicants. Mr. Zehnder explained that the applicants want to reduce an existing 1-story with partial 2nd story home to the foundation, make repairs if necessary, and then rebuild it as a 1-story with partial 2nd story home like the existing home. Mr. Zehnder added that the three small additions will include a screened porch built on footings, a small addition in the rear of the home and a small, covered entry port. Mr. Zehnder stated that the current site coverage for the existing structure is 1,465 square feet and the proposed site coverage for the new structure is 2,140 square feet which is well within the bylaw for property located in the Seashore District and the shed on the property is 12'X10'. Mr. Zehnder has also included a supplemental narrative with more information and added that the new home with be a Cape Cod-style home and is consistent in architecture and size as other homes in the area, Mr. Zehnder also stated that there will be very limited removal of scrub vegetation, retain the parking spot, and the lighting plan is compliant with Town bylaw, and the ZBA had several questions to include what the height of the new structure will be (it will increase from 22.1' above the average grade to 26.1' which is below the 30' height maximum in the Seashore District) and if the new structure will meet the 25' setback distance requirements in the Seashore District and Mr. Zehnder confirmed that it would. Mr. Zehnder added that he had attended the ZBA meeting on Monday evening as the applicants also need special permit approval from the ZBA for two reasons: 1. the applicants are altering an existing nonconforming structure within the fixed setback and 2. Cliff Road does not meet the zoning bylaw due to the type of road construction and improvement required for street frontage. Mr. Zehnder added that the applicants will appear in front of the ZBA again on January 25, 2021, for approval. Mr. Zehnder stated that he hoped that the Planning Board would consider the applicant's application favorably this evening. Chair Greenbaum then noted that Planning Board's remote meeting policy for public hearings is to conduct hearings over the length of two meetings to give the public ample opportunity to comment and participate in this process so there will be no decision this evening on this matter. Mr. Zehnder said

that he understood and thanked Chair Greenbaum. Chair Greenbaum commented very favorably on Mr. Zehnder's submission of the detailed review criteria, and she found it very helpful. Member Riemer noted that there were no justifications for requested "waivers" and Chair Greenbaum found it confusing as well as it appeared that there were no waivers on bylaws received. Interim Town Planner and Counsel Carboni told the Board that she was okay with Mr. Zehnder's use of the term "waiver". Member Riemer noted that the bylaw limits fixtures to 75 watts and he noted that on the spec sheet he saw an exterior lighting product that is listed at 300 watts. Mr. Zehnder stated that lighting fixture manufacturers allow for lower wattage light bulbs in products which may accept to 300 watts; in either case, Mr. Zehnder said that he would be fine if the Board made it a condition to limit light bulbs to 75 watts. Member Kiernan asked Mr. Poole for clarification about a squiggly line that goes back to the house and goes all the way to Cliff Road and what that signifies. Mr. Poole said that he didn't have the plan in front of him as he had not planned on attending this far into the meeting but thought it might be a contour line and Chair Greenbaum said it could be the 1,000' from the zone of AE elevation line. Mr. Zehnder interjected that the squiggly line identified limited vegetation on the lot and Chair Greenbaum agreed with his explanation. Chair Greenbaum asked Member Kiernan if he was satisfied, and Member Kiernan said that there is a rectangle on the plan so he is confused and wondered if the applicants will fill in the property and that may be a problem for the Conservation Commission. Member Kiernan said that he needed clarification if filling in was to occur on the property and Mr. Zehnder stated that the Conservation Commission does not have jurisdiction in this area and that slight vegetation will be removed to give workers an area to work and then that hill will be regraded and not refilled. Member Kiernan then asked the Members and Mr. Zehnder if they were aware of an email sent by Lauren McKeen, the planner at the National Seashore. Mr. Zehnder stated that he just saw it and Member Kiernan offered to read it. Interim Town Planner and Counsel Carboni shared the email with all via screen which reflected Ms. McKeen's concerns for the scale and massing in a prominent viewpoint location as well as her assertion that the existing structure is ineligible for a certificate of suspension for condemnation for it was built after the September 1, 1959 cutoff date established by the Park's legislation and that the National Park Service can acquire the property without the owner's consent for fair market value determined by a contracted appraisal. Mr. Zehnder responded that there Planning Board's criteria does not make mention of prominent viewpoint location and the assessor's records indicate that the existing structure was built in 1950 so it would be eligible for a certificate. Mr. Zehnder further stated that the Planning Board's bylaws do not allow the Board to consider the National Park Service's comments. Interim Town Planner and Counsel Carboni opined that she agreed with Mr. Zehnder's proposal, but the Board does look at the same criteria that the National Park Service addressed. Mr. Riemer referred to 30.3 Seashore District specifically to 30.3D8 and E of this bylaw and asked Interim Town Planner and Counsel Carboni if she had any concerns. Chair Greenbaum noted that since the Board will not render a decision until the next meeting Members should review the bylaws to which Member Riemer referred and be familiar with them prior to the next meeting as this hearing will continue until then. Mr. Zehnder said that he understood the need for the Board to review the bylaw but reiterated that there is no question that the bylaw allows for a single-family home on the property, and he is hopeful the next meeting will not result in a third continuance. Interim Town Planner and Counsel Carboni said that while she prepared her next staff memorandum if there were any other questions for the applicant that she will reach out to Mr. Zehnder. Member Kiernan offered to go back to the site to review the limit of work was not identified yesterday and he noticed that the site plan presented by Mr. Poole was not signed or stamped. Mr. Zehnder that he will submit the updated, signed, and stamped site plan along with ensuring that the limit of work would be staked in advance of Mr. Kiernan's arrival onsite. Mr. Riemer identified that on the site visit a retaining wall may have been affected elevating the grade at the time the house was originally built and asked if the Board should consider limiting the height of the new structure. Mr. Poole stated there is no evidence of that. Chair Greenbaum stated that she wanted to conclude this evening's

hearing and wanted to provide the applicant or any member of the public to add comments. Ms. Van Genderen thanked the Board and wanted to bring the home up to code. Ms. Van Genderen further stated that the applicants had purchased the home from Bernie Dickinson and the applicants loved the history of the property. Ms. Van Genderen added that the property is a jewel and required quite a bit of work to bring it up to code. Ms. Van Genderen said that she appreciated everyone's consideration and that she was hopeful to make this happen. Chair Greenbaum asked if anyone wanted to make a comment and no comments were made. Chair Greenbaum then asked for a motion to continue this matter to a date certain of January 6, 2021. Chair Greenbaum, based upon the input from Member Riemer, asked for the submission of a topography plan so Members could review the final product of the project as well as an application to the Cape Cod Commission for review of the National Heritage and Endangered Species Plan (NHESP). Mr. Zehnder commented that the NHESP would be required later prior to the issuance of a building permit by the Town. Interim Town Planner and Counsel Carboni opined that a precedence had already been established by other application reviews by the Planning Board in which the Board required the NHESP. Mr. Zehnder conceded and offered to submit the NHESP application as a condition of the continuance and Chair Greenbaum stated that the consistency and condition would be helpful.

Member Kiernan made a motion to continue the hearing in this matter to January 6, 2021. Member Herridge seconded the motion. So voted, 6-0, motion carries.

Chair Greenbaum thanked the parties involved in this matter and those parties thanked the board then left the meeting.

Board Action/Review

Chair Greenbaum asked the Board if it was acceptable to move the matter of the Climate Action Committee to the top of the agenda so to save time for Mr. Gaechter of the Climate Action Committee (CAC) and this was met with no objection. Chair Greenbaum stated that Member Riemer and Mr. Gaechter have had several conversations about the impact of tree removal upon the atmosphere and what may be possible solutions in terms of regulations, information, etc. Member Riemer stated that he and Mr. Gaechter have been working over the last several weeks to understand what bylaws of other Massachusetts communities already existed. At Mr. Gaechter's suggestion, Member Riemer said that he reviewed the bylaws of Plymouth (MA) and Wellesley (MA). Member Riemer commented that Plymouth's bylaws were directed towards the protection of the Town from the unnecessary or large removal of gravel according to the Town Planner with whom Member Riemer spoke. Member Riemer then spoke to the Assistant Town Planner in Wellesley who told Member Riemer that the Town had an extensive zoning bylaw which has eight pages and very comprehensive. Member Riemer suggested that the Board to review the Wellesley zoning bylaw as it addressed some of the concerns expressed by the citizens of Truro and the Planning Board. Furthermore, Member Riemer said that the Town may want to designate appropriate roads as "scenic" in accordance with M.G.L. c 40 §15c. Mr. Gaechter provided some historical background as to the creation of the Climate Action Committee's desire to work with the Planning Board as a result of an incident on Laura's Way when a privately purchased lot of 1.1 acres was cleared and cut down resulting in a clear cutting situation. The CAC recognized that there may be a need to create a new bylaw, or amend a current bylaw, by restricting tree removal and adding a requirement to plant replacement tree(s) in the proximate location. Chair Greenbaum asked the Members if the restriction of clear cutting or the restriction of tree removal is appropriate by a bylaw. Member Herridge said that he would be supportive of that and that the Cape Cod Commission would be a good place to

start and review its pertinent bylaws. Member Kiernan commented that it would be important to review any other Cape towns which had adopted these types of bylaws. Member Kiernan noted that almost twenty-five years ago "historic zones" on the Upper Cape resulted in property values increasing so there was a financial benefit for the owners. Chair Greenbaum asked Member Riemer and Mr. Gaechter to continue to find other useful information so this could be discussed at a work session scheduled for January 27, 2021, at 2 pm. This was agreed to and set on the schedule. Chair Greenbaum noted that Truro Office Assistant Sturdy will coordinate for technical support for this work session.

Mr. Gaechter thanked the Planning Board and left the meeting.

Chair Greenbaum proposed that due to time the Board should only discuss tonight the filling of the open Planning Board position, elect a Vice Chair, appoint someone to the Water Resources Oversight Committee (WROC), and receive a Cloverleaf update. Chair Greenbaum announced that the discussions on the potential Warrant Articles for ATM 2021 and future Board public workshops will be rescheduled for the next Planning Board meeting. This proceeded without objection.

Chair Greenbaum led the discussion on the open position on the Board and asked Interim Town Planner and Counsel Carboni for her comments. The appointment is by the Select Board and remaining Members of the Planning Board. Interim Town Planner and Counsel Carboni stated that there were time limits. Chair Greenbaum said the position of the Board's Vice Chair needed to be filled according to the Town Charter and she asked for nominations. Member Herridge nominated Member Kiernan who declined.

Member Riemer made a motion to nominate Member Sollog as Vice Chair of the Planning Board. Member Kiernan seconded the motion.

So voted, 5-0-1 (Vice Chair Sollog recused), motion carries.

Chair Greenbaum then led the discussion on the voluntary appointment of a Member to serve on the Water Resources Oversight Committee (WROC). After a brief discussion, Chair Greenbaum offered to reach out to the Select Board to determine if the WROC is an active committee and to whom should the Planning Board reach out. Vice Chair Sollog then volunteered to the be the Planning Board's representative to the WROC.

Chair Greenbaum made a motion to nominate Vice Chair Sollog as the Planning Board's representative to the WROC.

Member Herridge seconded the motion.

So voted, 5-0-1 (Vice Chair Sollog recused), motion carries.

Chair Greenbaum left the meeting unexpectedly due to technical difficulties, so Vice Chair Sollog continued the meeting and asked for an update from Interim Town Planner and Counsel Carboni on Cloverleaf. Interim Town Planner and Counsel Carboni who stated that the ZBA had a continued public hearing tomorrow night at 5:30 pm, that she was asked to prepare a draft decision (which she did) that is now part of the ZBA packet that is posted. Interim Town Planner and Counsel Carboni further stated that among the ZBA discussions tomorrow night will include the draft decision and the Article 14 Board of Health Regulations requested waiver. Member Riemer noted that the Planning Board's responsibilities encompass many issues surrounding the application of the Cloverleaf project especially with preservation of the Town's rural character and water protection. Chair Greenbaum rejoined the

meeting and stated that she had attended the Select Board's meeting last night and there was a lively discussion about the Cloverleaf project.

Chair Greenbaum restarted the discussion on the Planning Board's Member replacement process. Interim Town Planner and Counsel Carboni reviewed the Massachusetts statute that required the position be filled no sooner than one week after written notice of resignation was received. As stated previously, Interim Town Planner and Counsel Carboni said that the Select Board and remaining Planning Board's Members would vote on the replacement and opined that the soonest that the Select Board and Planning Board's Members could vote would be December 17, 2020. Chair Greenbaum suggested that Members ask citizens of the Town if they have interest in the role for the remainder of the term or know anyone who may have interest in fulfilling the term and then running for an additional term during the May 2021 elections. Member Riemer asked if the vacancy had to be advertised and Chair Greenbaum said she would ask that this vacancy be posted on the Truro website.

Chair Greenbaum asked to review the minutes from July 20, 2020. Members Kiernan and Riemer confirmed that they read the minutes previously and had no edits to make. Member Riemer and Chair Greenbaum recognized the excellent work of creating the minutes by Noelle and how much they appreciated her efforts. Chair Greenbaum asked the other Members if they had any edits or corrections to the minutes and none were stated. Chair Greenbaum asked for a motion to approve the minutes from July 20, 2020.

Member Riemer made a motion to accept the minutes from July 20, 2020, as submitted. Vice Chair Sollog seconded the motion. So voted, 6-0, motion carries.

Chair Greenbaum then announced that the minutes were accepted 6-0 and reviewed the agenda for the next Planning Board meeting scheduled for January 6, 2021, which will include the continued public hearing for the matter of Perry, the matter of 38 Cliff Road, the Housing Initiative, potential Warrant Articles and with particular attention to the Growth Management Bylaw that expires in December 2021. Chair Greenbaum said the Members did a job "well done" and would happily accept a motion to adjourn the meeting.

Member Kiernan made a motion to adjourn at 7:53 pm. Member Riemer seconded the motion. So voted, 6-0, motion carries.

Respectfully submitted,

Alexander O. Powers

Board/Committee/Commission Support Staff