

Select Board Meeting Minutes

January 10, 2023, Regular Meeting

Via GoToMeeting Platform

Select Board Members Present: Kristen Reed-Chair, Robert Weinstein-Vice Chair, John Dundas-Clerk, Susan Areson-Member, Stephanie Rein-Member

Select Board Members Absent:

Others Present: Darrin Tangeman-Town Manager, Kelly Clark-Assistant Town Manager, Town Clerk Kaci Fullerton, Kevin Grunwald-Chair Truro Housing Authority, Bob Panessiti-Chair of the Truro Finance Committee, Fred Gaechter-Chair of the Walsh Property Community Planning Committee, Cassie Boyd-Marsh-Bailey Boyd Associates, Marissa Jackson-Eversource Energy, Nola Glatzel-Earthstar Play House.

Chair Reed called the meeting to order at 5:00 pm. Chair Reed introduced the Members and Town staff present.

PUBLIC COMMENT

Chair Reed recognized Jan Worthington, a Truro voter, who requested discussions on the Council on Aging (CoA), the status of hiring firefighters/paramedic, and the date for in-person Select Board meetings be added to the next meeting's agenda. Chair Reed thanked Ms. Worthington for her comments and noted that these are all important topics.

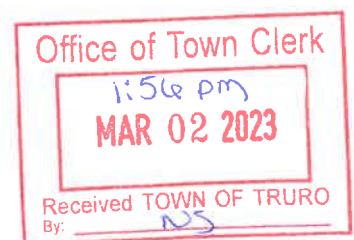
Chair Reed recognized Nola Glatzel, a Truro voter and owner of Earthstar Play School, who wished to comment on the Truro childcare voucher program. As this was an agenda item for tonight's meeting, Ms. Glatzel confirmed with Chair Reed that she was available to comment later when the topic was discussed.

Chair Reed recognized Town Manager Tangeman who announced that a community meeting will be held next Thursday, January 19, 2023, from 3:30 pm – 4:30 pm, at the Community Center, which he will attend with Community Services Director Damion Clements to answer questions from Town seniors regarding the CoA. Town Manager Tangeman provided a brief update on staff recruitment and a transition plan to aid community members receiving Town services. Current staff members are fulfilling driver positions to serve the community despite the staffing challenges. Town Manager Tangeman also provided an update on the recruitment for 4 firefighters/paramedics as well as the regional ambulance transition plan as the Lower Cape Ambulance Association (LCAA) recently notified the Town this week that it will cease operations in 6 months (June 30, 2023) instead of 18 months.

PUBLIC HEARINGS

A. CDBG Public Hearing, Presenter: Cassie Boyd-Marsh-Bailey Boyd Associates

Chair Reed opened the public hearing and read the public hearing notice.



Chair Reed recognized Ms. Boyd-Marsh who made a presentation to discuss the upcoming opportunity available to Truro for the next round of Community Development Block Grant (CDBG) funding as well as provided an update on outcomes and expectations on previously funded programs. Ms. Boyd-Marsh highlighted housing rehabilitation and childcare subsidy programs for low-to-moderate income residents. Ms. Boyd-Marsh also covered CARES Act funding which are forgivable loans to small businesses, the Federal Fiscal 2020 Grant that ended this fall and resulted in the rehabilitation of 24 homes. This funding addressed critical issues such as weatherization, septic replacement, and accessibility. The childcare subsidy program provided funding for 13 children primarily of school age who required daycare while their parents worked or sought employment.

Member Rein asked if Title V septic systems relief will be available this fiscal year to those homeowners who need to upgrade to a Title V septic system and Ms. Boyd-Marsh replied in the affirmative. She added that septic repairs and replacements made up much of the funding available.

Chair Reed asked Ms. Boyd-Marsh where residents can go for more information regarding resources mentioned in her presentation. Ms. Boyd-Marsh provided the following websites for more information: www.theresource.org (for housing rehabilitations) and www.baileyboyd.com (for childcare subsidy programs).

Chair Reed opened the hearing for public comments and there were none. Chair Reed thanked Ms. Boyd-Marsh for her presentation.

Member Dundas made a motion to close the hearing.

Member Areson seconded the motion.

Roll Call Vote:

Vice Chair Weinstein - Aye

Member Dundas – Aye

Member Areson - Aye

Member Rein - Aye

Chair Reed – Aye

So voted, 5-0-0, motion carries.

Member Dundas made a motion to submit an FY'22 and FY'23 CDBG grant for housing rehabilitation and childcare subsidies and to authorize the Town Manager, or a designee, to sign the grant application and associated forms.

Member Areson seconded the motion.

Roll Call Vote:

Vice Chair Weinstein - Aye

Member Dundas – Aye

Member Areson - Aye

Member Rein - Aye

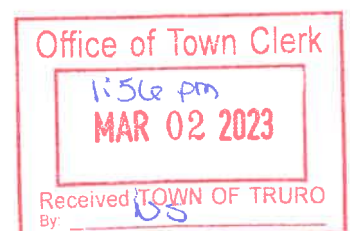
Chair Reed – Aye

So voted, 5-0-0, motion carries.

Vice Chair Weinstein made a motion to allocate \$50,000 from the CDBG Miscellaneous Income to use as a contingency for the FY'22 and FY'23 Housing Rehabilitation Program.

Member Areson seconded the motion.

Roll Call Vote:



Vice Chair Weinstein - Aye
Member Dundas – Aye
Member Areson - Aye
Member Rein - Aye
Chair Reed – Aye
So voted, 5-0-0, motion carries.

Chair Reed thanked Ms. Boyd-Marsh and announced that Ms. Boyd-Marsh had the support from the Select Board on these two action items. Ms. Boyd-Marsh thanked the Members and left the meeting.

Chair Reed asked the Town staff to add resource website links to the Town website, referenced by Ms. Boyd-Marsh, so citizens may access those resources.

B. Eversource Energy Public Hearing for 706 Shore Road, Presenter: Marissa Jackson-Eversource Energy

Chair Reed opened the public hearing and read the public hearing notice.

Chair Reed recognized Ms. Jackson who stated that Eversource is proposing the installation of 55' of conduit under the Town road (Shore Road) from an existing pole to a new pole to provide new service to 706 Shore Road. Ms. Jackson and the Members reviewed visual materials submitted by Eversource.

There were no comments or questions from the Select Board.

Chair Reed asked if anyone from the public had any questions or comments and there were none.

Member Dundas made a motion to close the hearing.

Member Areson seconded the motion.

Roll Call Vote:

Member Areson – Aye
Member Dundas – Aye
Vice Chair Weinstein – Aye
Member Rein - Aye
Chair Reed – Aye
So voted, 5-0-0, motion carries.

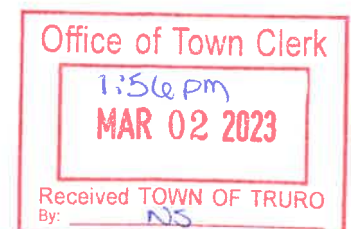
Chair Reed thanked Ms. Jackson for her presentation and Ms. Jackson thanked the Members upon leaving the meeting.

Vice Chair Weinstein made a motion to approve the Eversource Energy petition to install 55' of conduit under Shore Road to provide new service to 706 Shore Road.

Member Rein seconded the motion.

Roll Call Vote:

Vice Chair Weinstein - Aye
Member Dundas – Aye
Member Areson - Aye
Member Rein - Aye
Chair Reed – Aye



So voted, 5-0-0, motion carries.

INTRODUCTION TO NEW EMPLOYEES

None

BOARD/COMMITTEE/COMMISSION APPOINTMENTS

A. Interview and Possible Appointment: Carl Fink, Concert Committee

Chair Reed announced the interview and possible appointment of Mr. Fink to the Concert Committee. Chair Reed stated that the Members would ask questions of Mr. Fink from a standard list and then welcomed Mr. Fink.

Chair Reed then asked Mr. Fink to tell the Members about his background which he did. Members then asked selected questions.

Member Dundas made a motion to appoint Mr. Fink to the Concert Committee for a full 3-year term expiring on June 30, 2025.

Vice Chair Weinstein seconded the motion.

Roll Call Vote:

Vice Chair Weinstein - Aye

Member Dundas – Aye

Member Areson - Aye

Member Rein - Aye

Chair Reed – Aye

So voted, 5-0-0, motion carries.

Chair Reed congratulated Mr. Fink and Mr. Fink thanked the Members.

STAFF/COMMITTEE UPDATES

None

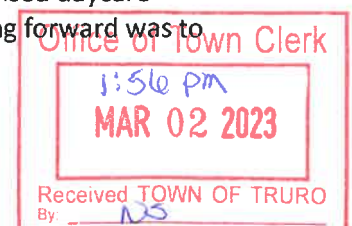
TABLED ITEMS

None

SELECT BOARD ACTION

A. Presentation on Childcare Voucher Program, Presenter: Cassie Boyd-Marsh, Bailey Boyd Associates

Chair Reed recognized Ms. Boyd-Marsh whose firm administers the Town's Childcare Voucher Program. Ms. Boyd-Marsh presented a recommendation to improve the program. Ms. Boyd-Marsh noted that the program is currently supporting 18 children who attend services provided by 10 licensed daycare providers from Hyannis to Provincetown. Ms. Boyd-Marsh's recommendation moving forward was to



loosen the Truro Central School requirement that is part of the current program so more eligible families would qualify for Pre-K services.

Member Rein asked about the pathway for someone who is a small business owner who files a Schedule C and can't produce a 1099 because they are self-employed. Ms. Boyd-Marsh replied that the minimum is 20 hours per week of work to qualify but she will work with Town Manager Tangeman and Assistant Town Manager Clark, on a case-by-case basis, to address any gaps for those who can't produce pay stubs to work through the program. Member Rein thanked her for the reply.

Member Areson had a question regarding the current balance (\$23,460) available to pay for the "to be billed later" for Phase II and if it was enough to which Ms. Boyd-Marsh replied in the affirmative. Member Areson then asked for clarification of a comment made by Ms. Boyd-Marsh to ensure that Truro taxpayers would not pay for outside daycare if a family chose not to enroll in the Pre-K program at Truro Central School even though their child could be accommodated to avoid Truro taxpayers paying twice. Member Areson stated that the Members should discuss this in more detail regarding exceptions at a time deemed appropriate.

Chair Reed asked if there was anyone from the public who wished to comment or ask questions. Chair Reed recognized Ms. Glatzel and thanked her for the letters on this topic which she had sent to the Members.

Ms. Glatzel introduced herself and said that she did send letters. Ms. Glatzel commented that she has seen the positive impact of this program as she provides Pre-K services to 9 families. Ms. Glatzel added that without the voucher program, many would be unable to participate in Pre-K services. Ms. Glatzel also commended Bailey Boyd Associates for their administrative for this voucher program and the Community Block Grant.

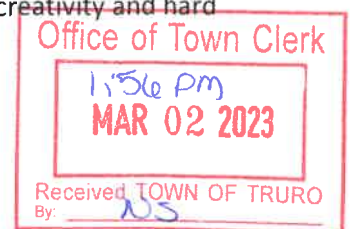
Ms. Glatzel made the following recommendations and offerings:

1. earlier application window in the fall so families apply before the school year and grants begin.
2. updated process for approving children for whose parents work in Truro.
3. environment for a more transparent appeals process for families not initially approved.
4. her availability to meet with Members to provide the perspective from an educator/provider on the voucher program.
5. encouraged a Select Board meeting with stakeholders, parents, and providers for more discussions.
6. invited anyone to visit her school to observe how her school operates.

Ms. Glatzel thanked the Members for their support for the voucher program and the Town in general.

Chair Reed asked Ms. Boyd-Marsh who stated that she agreed with Ms. Glatzel on her recommendations and will work towards those recommendations. Ms. Glatzel thanked Ms. Boyd-Marsh for her responses, and she will email Ms. Boyd-Marsh a copy of the letters which she sent to the Select Board.

Vice Chair Weinstein thanked Ms. Boyd-Marsh for her work and Ms. Glatzel for her creativity and hard work at her school.



Chair Reed thanked Ms. Boyd-Marsh for supporting the young families in Truro.

B. Discussion and Possible Vote on Proposed Increased Town Clerk fees, Presenter: Kaci Fullerton, Town Clerk

Chair Reed recognized Town Clerk Fullerton who introduced her recommendations for her proposed Town Clerk fees as they are disproportionate to other Cape Cod communities and make the current fee schedule economically unsustainable. Town Clerk Fullerton specifically discussed the increased fees for vital records, marriage applications, dog licenses, and business certificates.

Town Clerk Fullerton presented a chart comparing fees to other Cape Cod towns and her recommended increases.

Vice Chair Weinstein thanked Town Clerk Fullerton and advocated for slightly more aggressive fee increases for dog licenses (increased to \$15) and business certifications (increase to \$30). Town Clerk Fullerton thanked Vice Chair Weinstein and agreed with his recommendations.

Member Areson commented that these increases aren't about increasing revenue as it is to pay for staff time and materials. Member Rein asked if these fees would cover staff time and materials to which Town Clerk Fullerton replied in the affirmative.

Member Rein asked for clarification about "**Raffle**" fees and Town Clerk Fullerton said that it was for anyone or any organization who wanted to operate a raffle at a farmer's market, for example, and it is mandated by state law since it requires coordination with the Massachusetts State Lottery Commission and the Massachusetts Gaming Commission.

Member Dundas thanked Town Clerk Fullerton for her analysis and justifications for the fee increases. Member Dundas also supported Vice Chair Weinstein's recommendations.

Member Rein stated that she would support the recommended increases.

Chair Reed asked if there were any public comments and there were none.

Vice Chair Weinstein made a motion to approve the Town Clerk's fee schedule as recommended and the amended fee schedule for dog licenses for \$15 and business certificates for \$30.

Member Dundas seconded the motion.

Roll Call Vote:

Vice Chair Weinstein - Aye

Member Dundas - Aye

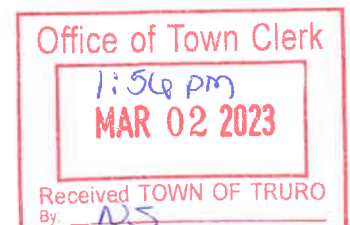
Member Areson - Aye

Member Rein - Aye

Chair Reed - Aye

So voted, 5-0-0, motion carries.

Chair Reed congratulated Town Clerk Fullerton and Town Clerk Fullerton thanked the Members upon departing the meeting.



C. Discussion on Housing Production Plan (HPP), Presenter: Kristen Reed, Select Board Chair

Chair Reed announced that she will be joined for the presentation by Chair of the Truro Housing Authority Kevin Grunwald for this presentation. Chair Reed provided a brief update on next steps with the Planning Board. Chair Grunwald then detailed the approval process for the HPP that included the Select Board and the Planning Board. The Department of Housing and Community Development then certifies the plan. Chair Grunwald commented that he felt that the Town was very close in finalizing the HPP.

Chair Reed, Chair Grunwald, and Members discussed their impression, feedback, and comments about the HPP.

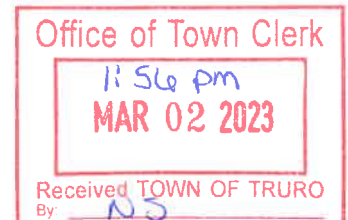
Member Rein stated that she supported the HPP. Member Areson said that she was comfortable with the HPP. Member Dundas commented that the HPP supported the Town and noted that the HPP is a great framework, but the Members need to consider how to keep and draw businesses into Town. Member Dundas concluded that he supported the HPP. Vice Chair Weinstein concurred with his colleagues but noted that Truro could not sustain the current business environment due to staffing shortages. Vice Chair Weinstein noted that the Town must have a viable economy and sustainable business community. Chair Reed commented that the HPP exceeded her expectations, and she supported the HPP along with its strategies. Chair Reed thanked Chair Grunwald for his efforts.

Chair Reed asked for public comments and recognized Chair of the Truro Finance Committee and Chair of the Economic Development Committee Bob Panessiti who commented that the Budget Task Force process is ongoing and that housing issues are top of mind. Chair Panessiti agreed with the comments previously made by Vice Chair Weinstein regarding a viable economy, the need for a middle class, and the necessity for families with children to utilize community services and offerings.

Chair Reed recognized Chair of the Walsh Property Community Planning Committee and Member of the Climate Action Committee Fred Gaechter. Chair Gaechter commented that he appreciated the work by Chair Grunwald and that the HPP will be of great assistance to the Town.

Chair Grunwald thanked the Members for all of their efforts and support for the Truro Housing Authority. Chair Grunwald agreed with Member Dundas' comments about the need for the business community in Truro and that housing played a critical role in fulfilling those needs. He stated that the Ad Hoc Committee, along with Member Areson and the Planning Board have had discussions regarding the HPP and the need for a housing coordinator. Chair Grunwald noted that the Truro Housing Authority is not yet quite ready to submit a proposed Warrant article. Chair Grunwald also briefly mentioned a potential Habitat for Humanity project for three homes at 181 Route 6, property owned by the Town, that he noted was controversial and geographically challenging. An alternate plan has been developed. Chair Grunwald concluded that he sought approval from the Select Board on the HPP.

When asked by Chair Reed, Chair Grunwald stated that there was no set deadline for the submission of the HPP to the state, but he added that he would like to submit it as soon as possible. Chair Reed asked Town staff if the Planning Board or Conservation Commission has discussed the HPP, or voted on it, and Town Manager Tangeman replied that he has not seen it discussed as an agenda item for either entity. Assistant Town Manager Clark confirmed that information.



Chair Reed asked Member Dundas, as Select Board liaison to the Planning Board, to advise the Planning Board with this update and added that the goal is to obtain Planning Board approval of the HPP prior to Town meeting. Member Dundas replied in the affirmative.

Chair Grunwald thanked the Members and credited Jenn Goldson, a consultant on the HPP, for her hard work and her wonderful 1-hour presentation that was recently conducted.

Chair Reed also credited Ms. Goldson for her hard work and that she served as an asset to the Town.

CONSENT AGENDA

Prior to the vote on the Consent Agenda, Chair Reed recused herself from the ABCC Alcohol License Report as her company is an ABCC Alcohol License holder.

- A. Review/Approve and Authorize Signature: None
- B. Review and Approve Appointment Renewals: None
- C. Review and Approve 2022 Annual ABCC Alcohol License Report
- D. Review and Approve 2023 Business Licenses: North Highland Camping Area LLC; Box Lunch Truro
- E. Review and Approve Select Board Minutes: 12.13.2022 (Budget Task Force)

Member Areson made a motion to approve the Consent Agenda with the recusal.

Member Dundas seconded the motion.

Roll Call Vote:

Vice Chair Weinstein - Aye

Member Dundas – Aye

Member Areson - Aye

Member Rein - Aye

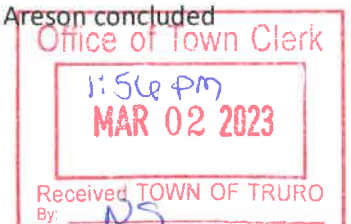
Chair Reed – Aye

So voted, 5-0-0, motion carries.

SELECT BOARD REPORTS/COMMENTS

Member Rein reported that she recently attended a meeting at the Truro Public Library. The library is currently preparing its 5-Year Strategic Plan and has an online survey regarding this on the website to obtain citizens' input. The Walsh Property Community Planning Committee meeting is on January 18, 2023, and all are encouraged to attend.

Member Areson encouraged attendance of the Local Comprehensive Planning Committee meeting as the committee is working with the consultant on Goals and Objectives as well as the Vision Statement. The Local Comprehensive Plan Committee representatives will appear at the Walsh meeting to answer questions as well. The Open Space Committee has been meeting regularly as they are updating the Open Space and Recreation Plan that is now a 160-page document. The state has requirements which must be addressed in the document and that is the reason for its length. A final draft should be coming to the boards in the next couple of weeks. The Harbor Commission met two weeks ago and there is great concern about the breach at Corn Hill Beach and the North Jetty. Member Areson said that she has been attending Budget Task Force meetings. She encouraged citizens to attend Budget Task Force meeting if at all possible and to reach out to Town staff with any questions. Member Areson concluded



by thanking Town Manager Tangeman and Community Services Director Damion Clements for meeting with the community to answer questions about the Council on Aging. It was very much appreciated, and it was important for the elderly citizens to meet with Town leadership.

Member Dundas commented that he agreed with Member Areson's comments about participating in the Budget Task Force process. Member Dundas also expressed gratitude for the Members' appointment of Mr. Fink to the Concert Committee. Member Dundas recently met with the Concert Committee and noted that the programming that the Concert Committee schedules helped as a community recruitment tool. The Water and Sewer Board has two meetings scheduled for February and he will provide more information as it becomes available. The Cable and Internet Committee still has an online survey open to the public for input so please participate.

Vice Chair Weinstein wished everyone a Happy New Year. He apologized for his attendance recently, but he had major surgery just before Christmas and will likely have a reduced schedule through February. He expressed gratitude and thanks to the members of the community who have reached out to him with well wishes and offers of assistance.

Chair Reed announced the next Budget Task Force meeting is Tuesday, January 17, 2023, at 8:30 am. Assistant Town Manager Clark stated that the budgets to be briefed and discussed are Building, Finance, IT, and Town Clerk.

TOWN MANAGER REPORT

Town Manager Tangeman reviewed the agenda for the next Select Board meeting.

Upon completion of Town Manager Tangeman's report, Member Areson noted that she would like to add the topic of Open Space Plan to the agenda for a meeting in early February, but she will coordinate with Town Planner/Land Use Counsel Carboni.

Member Dundas made a motion to adjourn at 6:41 pm.

Member Areson seconded the motion.

Roll Call Vote:

Roll Call Vote:

Vice Chair Weinstein - Aye

Member Dundas – Aye

Member Areson - Aye

Member Rein - Aye

Chair Reed – Aye

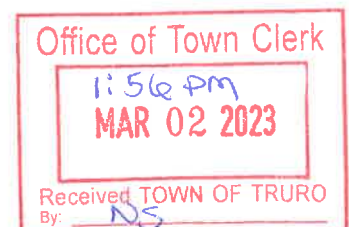
So voted, 5-0-0, motion carries.

Respectfully submitted,



Alexander O. Powers

Board/Committee/Commission Support Staff





Darrin K. Tangeman Under the Authority of the Truro Select Board

Public Records Material Attachments

Legal Notice

Memorandum from Alice Boyd and Cassie Boyd Marsh, Bailey Boyd Associates, Inc.

Cape Cod Time Public Hearing Proof

Eversource Energy Memorandum, Petition, Form of Order, Plan, Abutter Notification List

Public Hearing Legal Ad

Application to Serve and Chair's Comments (Carl Fink)

Childcare Voucher Program Report

Recommended Fee Schedule Adjustment for the Town Clerk's Fees

Linked: Housing Production Plan and Executive Summary

2022 Annual ABCC Reports from Truro

ABCC Annual Report Memorandum

Renewal Application for 2023: North Highland Camping Area

Renewal Application for 2023: Box Lunch Truro

