

**Truro Select Board Meeting
Tuesday, October 8, 2019
Truro Public Safety Facility**

Select Board Members Present: Janet Worthington, Chair; Susan Areson, Maureen Burgess, Kristen Reed, Robert Weinstein

Present: Town Manager Rae Ann Palmer; Assistant Town Manager Kelly Sullivan-Clark; Town Accountant Trudi Brazil; Police Chief Jamie Calise; DPW Director Jarrod Cabral; Health & Conservation Agent Emily Beebe; Principal Assessor John Nahass; Beach & Recreation Director Damion Clements

Chair Janet Worthington called meeting to order at 2:00 p.m.

REGULAR MEETING

CDBG Grant

Town Manager Rae Ann Palmer said the regional Community Development Block Grant (CDBG) of \$1.3 million needed authorizations for the Chair to sign the grant and to permit the Town Manager and Assistant Town Manager to sign other associated paperwork. Ms. Palmer explained how Community Development Partners (CDP) administers the home repairs that the grant money offers, the application procedure and the limits of money that CDP will provide. Robert Weinstein asked about community outreach to let people know about the opportunity. Ms. Palmer said CDP publicizes the program, which is income based.

Maureen Burgess moved to approve the contract for the CDBG grant for Fiscal Year 2019 Community Fund 1 and to authorize the Chair to sign the agreement and to authorize the Town Manager and Assistant Town Manager to sign additional paperwork as applications are submitted. Robert Weinstein seconded, and the motion carried 5-0.

Robert Weinstein moved to adjourn the regular meeting. Susan Areson seconded, and the motion carried 5-0. The regular meeting was adjourned at 2:08 p.m.

WORK SESSION

The work session began immediately after the regular meeting.

Fiscal Year 2021 Budget Process Discussion

Assistant Town Manager Kelly Clark displayed a spread sheet slide which compared department FY19 budgets with their closing balances. It included transfers, revisions and commitments. Ms. Palmer said \$1,150,263 was available for Free Cash as a start for FY21's budget. The next slide showed year end deficits that need to be covered. She discussed trends for the coming year. The rental taxes are expected to bring an increase in revenue. She predicted an increase in debt from borrowing and bonding for the Walsh property, Eagle Creek, East Harbor and Little Pamet culverts, and the DPW facility. The Weston and Sampson's feasibility study has been authorized for the DPW facility plan, she said.

As a part of the budget process, Susan Areson suggested looking at each department to see what services might be expanded, scaled back, or eliminated. Rae Ann Palmer said that staff is planning to present a total budget with the bottom lines at the start of the process this year. She said the department heads will be asked to identify the statutory services, discretionary services and overlapping services. Library, School, Recreation and Senior Center have overlapping services that need to be examined. Job sharing services is a money saving option that Susan Areson suggested.

To begin the Fiscal Year 21 Budget process, Rae Ann Palmer will ask department heads to start compiling their lists. The Select Board will prepare a budget statement. Presentations of the department budgets will follow. Robert Weinstein asked about replacement of personnel when the 3-position Town Clerk-Treasurer-Tax Collector retires. He suggested that the Town keep up with capital improvements to protect the money that has already been invested in them. It saves the Town money in the long run to protect their assets, he said. Mr. Weinstein questioned if the numbers of police officers and fire personnel are necessary.

Rae Ann Palmer said payroll contingency money in Reserves will have to be increased to accommodate wages and buy-outs. She said that critical infrastructure needs to be repaired, but the biggest Town asset is the staff. Susan Areson said that the Town will need to communicate budget information to year-round and part-time residents through discussion at public meetings.

Ms. Palmer considered other money sources that could be available. So much of state funding is based on property values, Town Accountant Trudi Brazil said. We pay more to the State because of Truro's high assessments. The Reform Formula might help. Robert Weinstein suggested inviting a Department of Revenue representative to a meeting to explain the per capita equalized evaluation, which could alleviate the penalty for the high assessment. There is state assistance for the mandatory School Chapter 70 program, according to Trudi Brazil.

Robert Weinstein said fee schedules are in alignment with other towns and not likely a source of increased revenue. Ms. Palmer said that the Town has been very successful on getting grants for the Fire Department, Puma Park, and environmental projects. DPW Director Jarrod Cabral reported on USDA grants for storm water management that the Town has secured for Little Pamet, the Pamet River and Eagle Creek.

Jarrod Cabral reported that Transfer Station trash expenses are going up again. It's discouraging, he said, that prices for SEMASS are going up from \$70 to \$90 per ton when out of state places cost less. There are fewer landfills in Massachusetts now, and SEMASS is the nearest place. However, recycling improvements have reduced the number of trips necessary because solid waste is down. We are paying more for recycling but make fewer trips per year for recycling. The personnel hours and the mileage for the trips still must be factored in, Mr. Cabral said.

Police Chief Jamie Calise said his department has been streamlined. Tom Powers, who is their grant writer, will be taking a course on grant writing and will keep looking for grant sources.

Possibly small private grants are available, Rae Ann Palmer said. Chief Calise said grants come into Dispatch for emergency training, but Trudi Brazil said those are considered reimbursement grants. The department first pays and then is reimbursed for the training. Chief Calise also noted the value of sharing services through regional efforts as they do for the PanMass Challenge and for accident reconstruction.

Mr. Weinstein asked about getting the Department of the Interior to contribute for fire apparatus since the National Seashore accounts for so much land in Truro. He also wondered how the Town could get the federal government help with the Pamet River basin, which they own. Rae Ann Palmer said that the Town is continuing with the Army Corps of Engineers because waiting in the long federal queues takes too long. Mr. Weinstein also said the Massachusetts Department of Transportation (DOT) should financially participate for the Pamet culvert since the culvert impacts the overpass for Rte. 6. Rae Ann Palmer said that the DOT will have to do their share there and at East Harbor.

Conservation Agent Emily Beebe said she is working with the other Lower Cape towns on a regional Coastal Zone Management (CZM) Coastal Resiliency Grant for the bay side. CZM grant opportunities come up fast, she said. In kind services can be arranged with the grants, but some cash from the Town helps with flexibility. Rae Ann Palmer said there is a small amount of money available from previous projects that had approved but unused money.

Kristen Reed looked in more directions for additional funds. She suggested compiling a list of all Town-owned land. She said she wanted to discuss the Air Force Base and communities that have their own energy systems. Trudi Brazil said solar plants are run for town purposes, but they do not take in additional revenue. There is a renewed plan for solar panels on the landfill, according to Ms. Palmer.


To summarize, the Town Manager said that department heads will do an analysis of statutory, discretionary and overlapping services. There must be ways to reduce overlapping services, she said. Ms. Palmer will look for future money for the Walsh property. An advance draft of ideas for the Walsh property will be put on the website and brought before the Select Board at the October 22, 2019 meeting. The Budget letter needs to go out by end of October. The Budget Task Force meetings will begin in December, potentially later in the day, instead of at 8 a.m. Some of the meetings will be scheduled at different times to encourage more public attendance.

Janet Worthington recommended renewed Select Board hours as a way of being in touch with the public. Rae Ann Palmer announced the October 17th community meeting at Nauset High at 6 p.m. for the Woods Hole Group's report on sharks. She is placing preliminary plans for the new DPW facility on the agenda for the October 19th Select Board meeting.


ADJOURNMENT

Robert Weinstein moved to adjourn. Maureen Burgess seconded, and the motion carried 5-0. The meeting was adjourned at 3:26 p.m.


Respectfully submitted,



Mary Rogers,
Secretary


Janet Worthington, Chair


Maureen Burgess, Vice-chair


Susan Areson


Kristen Reed, Clerk


Robert Weinstein

Public Records material of 10/8/19

1. FY 2019 Year to Date Budget-to-Actual Report
2. 2019 Year End Deficits to be Covered

