

**Truro Select Board Meeting
Tuesday, April 7, 2020
Remote Meeting**

Select Board Members Attending: Janet Worthington, Chair; Susan Areson, Kristen Reed, Stephanie Rein, Robert Weinstein

Attending: Town Manager Rae Ann Palmer; Assistant Town Manager Kelly Clark; Health Agent Emily Beebe; DPW Director Jarrod Cabral

Chair Janet Worthington convened the meeting at 2 p.m. She explained that the meeting was broadcast live on Channel 18 TV. Any citizen who had a comment or question during the meeting could e-mail the Town Manager, she said.

COVID-19 UPDATE

Health Agent Emily Beebe began the Covid-19 update to the public. In Truro, there are now five active cases and four people who have recovered from the virus. Messages from the last meeting have changed, she said. Wearing a mask is now recommended for people whenever they are out in public, especially in grocery stores or places where maintaining a six-foot distance is difficult. Ms. Beebe was concerned about people relaxing distancing as the weather gets warmer. She said the Board of Health would be discussing Governor Baker's extension of the stay at home and essential work orders. Janet Worthington asked for the specific issues that concerned the Board of Health. Agent Beebe said short-term rentals are not considered essential, but it appears that some people are going to do this. The Board of Health will discuss a means of enforcing a prohibition on the short-term rentals. They will also address the issue of who can stay in rentals and at campgrounds. There is a short list of health care workers who would be exempt. Emily Beebe said that the Truro Community food program is very organized and large. She had inspected the program and cleared it for safety. Kelly Clark said information on donations and requests for food is available on the Town website.

Jarrod Cabral reported on activity and interactions with the public at the Transfer Station. There is an improvement in social distancing, but he wanted to remind people to stay aware of it. Otherwise, the standard business of getting ready for summer continues for the DPW.

Ms. Palmer gave the Police Department report. They continue to plan in case of a staffing issue. She read an update from COA Director Mary Elizabeth Briscoe. The COA continues to make phone calls to citizens of concern, respond to all calls for help, connects with other COA's, responds to older adults in need and assists the Truro Community volunteer group. The director is considering continuing her Facebook live-streamed dialogues on Mondays, Wednesdays and Fridays at 10 a.m. The COA has activated an Instagram account to interact with community members. The Lower Cape Outreach Council Food Pantry is continuing their food program with distribution every Friday for pick-up at the COA. Mary Elizabeth Briscoe is working with the Cape Cod Association of COA Directors, the Barnstable County Board of Health and Elder

Services, who coordinate efforts to meet the needs of adults. The COA is working with the Community Kitchen. They have updated a list of services on Local TV. They are working on ride services with the CCRTA so that Outer Cape seniors can get to their medical appointments.

Town Manager Rae Ann Palmer said that the Recreation Department is offering a Birthday Caravan and a virtual Easter egg hunt for children. She reported that all staff members are working.

Susan Areson asked Jared Cabral about the proper place for recycling. He said that either of the two locations at the Transfer Station was okay. Ms. Palmer commented on the need for social distancing at the Transfer Station.

Robert Weinstein gave an update on shellfishing. He had discussed an extension of shellfishing with Shellfish Warden Tony Jackett, who said this it was a bad idea which should not happen. Past practice has seen forty to fifty cars in the parking lot. People have not been social distancing in the parking lot nor while shellfishing. Mr. Jackett said he could be endangering himself and the public if he has to check licenses and shellfish. Protection of the resource is another reason not to extend the season. Normally, April is the time that spat is brought to the harbor, but there has been a disruption in the supply this year. If the Warden cannot get spat resupplied, it will impact shellfishing for the next season. He said the decision is up to the Select Board and Town Manager, but Warden Jackett strongly advised against extending the season.

Rae Ann Palmer reported that Governor Baker had signed into legislation a delay for the due date for paying real estate taxes from May 1 to June 1, 2020, but the Select Board needs to approve the change. There will be an announcement posted on the Town website informing taxpayers of the extension. The Town Accountant is checking that the Town will not have a cash flow problem by doing this. Ms. Palmer does not anticipate a problem, but she will bring the information to the next meeting for the Select Board to vote to extend the time for payment of real estate taxes. The Board could also vote defer payment of any interest under certain conditions. Ms. Palmer said the deadline for tax exemptions could be delayed until June 1st as well.

Ms. Palmer said live streaming of meetings is not happening yet because IT is still waiting for the needed part to make it possible. She said that the Select Board might be able to provide a phone number for people to call during the next meeting to connect directly into proceedings. The Board could practice managing the calls at the meeting next Tuesday. As long as this proves workable, Susan Areson recommended going forward with the direct phone calls to meetings.

APPOINTMENT

There is a need for a fourth member of the Board of Registrars. The appointment of Elizabeth Sturdy will fill the position. Susan Areson moved to appoint Elizabeth Sturdy to the Board of Registrars for a term of three years and expiring on March 31, 2023. Robert Weinstein seconded, and the motion carried 5-0.

SELECT BOARD ACTION***Municipal Election***

Rae Ann Palmer explained that, in light of the COVID-19 pandemic, recent state legislation allows towns to delay the date of elections. The delay would not change the original materials or dates for nomination papers. The Select Board has already delayed the Annual Town Meeting to a date to be determined. Ms. Palmer recommended that the election also be delayed to a date to be determined. Because of the extension to May 4th for the stay at home order, June 1, 2020 would be the earliest possible date for the election. At this time, the Town can wait a few more weeks to evaluate how things are going. By the last week in April, the Select Board could set a date. The same ballot and other prepared materials can still be used for a postponed election. Town Counsel has reviewed the Select Board motion that is needed to accept the change, Ms. Palmer said. Kristen Reed asked for a discussion of a worst-case scenario where the dates would not work. Ms. Palmer said there is legislation that allows the Town to spend money after a fiscal year ends if it is not able to hold Town Meeting and Elections during the fiscal year. People would continue to serve in their present positions until the next election, Ms. Palmer said.

Robert Weinstein moved to postpone the Annual Town Election to a date certain that will be determined prior to May 12, 2020 and will be at least 20 days after such date is determined. Kristen Reed seconded, and the motion carried 4-0.

Possible Dates for Annual Town Meeting

Ms. Palmer explained that a decision on a date for Town Meeting could still be postponed. She said that the Board could wait until April to get a better feel for a possible date. The first week of June is a likely choice since the last week of May includes Memorial Day weekend. The Town needs three weeks for printing and posting the Annual Town Meeting Warrant before the date of Town Meeting. Select Board members agreed that the decision could wait for now.

Contracts for Truro Center Road Culvert Engineering

DPW Director Jarrod Cabral said that the Army Corps of Engineers has completed their study of the Pamet River and recommends the next step of replacing the culvert under Truro Center Road. Further analysis of the culvert sizing is recommended and will be paid for by the Cape Cod Conservation District (CCCD), he said. The Woods Hole Group has worked with the Cape Cod Conservation District to compile all data collected over the last thirty years. Once this phase is completed, the Town could move forward with design, engineering and the bidding process for the project. This is for the culvert beside the Truro Post Office. Stephanie Rein asked about any need for a time extension on the project. Jarrod Cabral said he did not anticipate a delay because a start time, after permitting, would be for fall/winter of this year. Stephanie Rein asked about compensation of \$114,900 from the CCCD. Jarrod Cabral said he does not anticipate the cost going past the amount. He said the only way he could imagine the project going over the estimate would be if Cape Cod Conservation District requested additional work. They have indicated that they have more money available if they need to get further data, he said. Ms. Palmer added that is the engineering planning piece, not the actual construction of the project, so that reduces the chances of it going over budget.

Kristen Reed asked about impact on traffic. Jarred Cabral said there would be no interruption during this phase of the project. Robert Weinstein said a meeting of stakeholders and abutters east of Truro Center Road, the first task described, is very important. He was concerned, however, about having a meeting, considering the present situation we are in. The abutters' help will be needed to identify their underground utilities, wells and septic systems in the vicinity, he said. His other concern was the Woods Hole Group's use of the word *assumption*. He would like that language clarified because he did not believe anything should be assumed. Finally, he requested that Town Counsel review all the terms of the contract. He wanted to be sure there was time to notify all parties of interest and the abutters.

Jarred Cabral identified NPS, DOT and CCCD as stakeholders. Notification of abutters would come in the construction phase, he said. Mr. Weinstein said the initial work determines the success of a project. He said getting information from the abutters about what is underground is important at the inception of a project. Ms. Palmer said that she reread the section where the term "assume" was used. She gave her thoughts on what the Woods Hole Group meant by assumptions. She said much of the study of existing wells and septic systems had been done by the Army Corps of Engineers. She asked that the Board approve the plan with the caveat that she will raise Mr. Weinstein's concerns. She said that the field work can go forward within the timeframe allowed. If the plan gets postponed because of the Covid-19 situation, Ms. Palmer said she was concerned that the money may not be available. She believed that there would be time for an abutters' meeting.

Susan Areson asked for clarification that the proposal is for the planning phase, not the actual culvert work itself. She asked if the Town had money to do the culvert work. Ms. Palmer said that the Town does not have the money for the construction; this is the step for checking data and is all very preliminary. The next phase still needs to have cost estimates and Town Meeting authorization. She said this piece is the next logical step for that process. Susan Areson said she was reading the proposal as preliminary. She said the report seemed to indicate that there would be a couple of options proposed. Jarrod Cabral confirmed that it was preliminary, and nothing would be done prior to some kind of public outreach. Robert Weinstein said that in some instances the Woods Hole Group seemed to have made determinations regarding the culvert that he considered premature. He said he is willing to go forward with this portion of the plan, but he wants to see all the information before anything is actually built.

Robert Weinstein moved to authorize the Chairman of the Select Board to sign the Cape Cod Conservation District grant contract and the Woods Hole Group proposal. Kristen Reed seconded, and the motion carried 5-0.

Consent Agenda

A. Review/Approve and Authorize Signature: *Event Notification form for the 36th Annual National MS Society Bike Ride*

B. Review and Approve Select Board Minutes-March 19, 2020 (Emergency Meeting) and March 24, 2020

Susan Areson made an amendment to the minutes of March 24, 2020. Robert Weinstein and Stephanie Rein made some minor corrections to the minutes of March 19, 2020. Kristen Reed asked about the authorization of the MS bike ride if the date not possible. Ms. Palmer said the Town can hold off approving the date, but the Consent Agenda item gives authorization to the DOT for the event.

Susan Areson moved to approve the Consent Agenda as printed with the amended minutes of March 19, 2020 and March 24, 2020. Robert Weinstein seconded, and the motion carried 5-0.

SELECT BOARD REPORTS/COMMENTS

Kristen Reed thanked Rae Ann Palmer, Kelly Clark, IT Director David Wennerberg and all the staff that had organized the helpful Covid-19 information on the Town website. She mentioned that past documents can be found under "News and Announcements" on the website.

Robert Weinstein discussed social distancing. He has noticed that people out walking at the end of Pamet Road have not been practicing proper social distancing as they head out for walks along the trails. He wondered if it would be appropriate to contact the National Park Superintendent to post signs like the ones the Town has posted at the Transfer Station reminding people to practice social distancing. He mentioned how other National Parks have been closed. Ms. Palmer said she will share Mr. Weinstein's concern at a virtual meeting she will be attending with the Park Superintendent and Town Managers from the other towns that have Seashore land.

Susan Areson said that state beach parking lots, beaches and trails are being closed. She said that's the one thing Truro residents don't want to have taken away at this point. She pleaded with everyone to follow the social distancing rules in parking lots, trails and beaches. She said it was really important to stress this so that people who are following the rules can all get outside and continue to enjoy them. Kristen Reed added that people should follow the rules, so they don't ruin it for everyone.

TOWN MANAGER'S REPORT

Rae Ann Palmer asked if the Town should place signs at the Truro beaches reminding people to practice social distancing. Janet Worthington mentioned how busy Corn Hill was at sunset. She said it would be good to have signs at Corn Hill, Pamet Harbor and Great Hollow. Stephanie Rein agreed that the signs would remind people of the need to behave properly. She hoped that with some urging, people would follow the directions. Kristen Reed said some people think of beaches as an extension of their homes, but they are not the same thing. People are not practicing the social distancing rules at the beaches. Janet Worthington said it is not safe when many people get out of their cars too close to others in the parking lots. Susan Areson said that social distancing really can be done. She reported on her experience oystering on the last day of the season and having conversations with people that were 10 feet away. She said everyone should work to keep things open because getting outside is really important. Everyone on the

Board agreed with her. Ms. Palmer said she will ask Jarrod Cabral and Damion Clements to prepare and place signs. She said the message board, moved to a location where people come into town, could be utilized to remind people to practice social distancing. Kristen Reed asked about presenting visuals of the corona virus particles as a part of the signs, something like the shark images on the warning signs. Ms. Palmer said those signs had been prepared professionally, but the Town can letter signs for the beaches reminding people to social distance. Ms. Palmer received an e-mail from Ann Greenbaum in support of putting up signs at the beaches.

EMERGENCY MANAGEMENT COVID UPDATE

Fire Chief/Emergency Management Director Timothy Collins joined the meeting to report that he had just picked up 450 more N95 masks from the Town of Middleboro and a shipment for the Town of Eastham. He said Truro was looking pretty good from the standpoint of personal protection equipment (PPE) for staff. He said everyone on his staff is healthy. All the apparatus is in service. They are moving forward. He reemphasized the social distancing message, especially to the younger demographic where, he said, people are hanging out together. He reported on the distribution of 35 bags of food on Saturday and the continued plans to assist every Friday. He said the distribution was well received the entire time until they ran out of food. He described measures they took to get food home for someone who'd walked from Provincetown to get it, acknowledged special helpers and commented on the gratitude of the recipients. Stephanie Rein, considering that they had run out of bags of food, asked how Chief Collins could estimate for greater demand. He said people have to sign up in advance, but no one was turned away during the two hours. He said that the sign-up is the key to their planning. He expressed the hope that more people would sign up, but he suggested checking with COA Director Mary Elizabeth Briscoe about how to do so. Susan Areson said she believed the instructions are on the Town website under Council on Aging. Ms. Palmer said it's the Lower Cape Outreach Council that manages the program, so she will be sure the needed information is on the Truro website.

Janet Worthington mentioned that the Lower Cape Outreach Council and the local Dexter Keezer Fund were places for people to donate money. Susan Areson added that sometimes people want to donate food, but the option of donating money works well because those organizations buy in bulk and can get better deals at the supermarkets than individuals can. Stephanie Rein reminded people that the Truro Central School is running their "Groceries to Go" program every Tuesday for any Truro family with Grade K to 12 students. She said there is more sign-up information on the school website. Kelly Clark said participants in the program need to call the school office the Friday before pick-up. She confirmed that the information is on the school website and that the Town page has a link to the school page. Jan Worthington mentioned that restaurants are also delivering meals, and Cape Tip is delivering seafood to Truro.

Next Meetings

Ms. Palmer said the Select Board will be holding virtual meetings every week on Tuesdays. She reviewed items for the April 14, 2020 meeting: the Covid update, discussion of the tabulator for voting, and discussion of a real estate tax delay. Susan Areson asked to clarify that the Tuesday meetings would be regular Select Board meetings with voting.

Adjournment

The meeting was adjourned by consensus at 3:04 p.m.

Respectfully submitted,

Mary Rogers,
Secretary



Rae Ann Palmer, Town Manager
Under the Authority of the Truro Select Board

Public Records material of 4/7/2020

1. Truro Center Road Culvert Investigation Report
2. Event Notification form for the 36th Annual National MS Society Bike Ride
3. e-mail from Ann Greenbaum

