

**Truro Reopening Task Force / Select Board**  
**Tuesday, May 19, 2020**  
**Remote Work Session**

**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 S. Clark; Health Agent Emily Beebe; Police Chief Jamie Calise; Recreation and Beach Director Damion Clements; and Steven Roderick, Truro Chamber of Commerce

Chair Jan Worthington opened the Select Board's remote work session and Truro Reopening Task Force meeting at 3:23 p.m.

**Public Comment:** Town Manager, Rae Ann Palmer read a public comment email into the record asking about self-quarantine for those from the Boston area versus out of state. The Town Manager clarified the email to better understand the comment. The email also addressed the issue of daily or weekly trips to the Cape as Rhode Island and New Hampshire are not allowing registered vehicles from Massachusetts.

**Public Town Events**

Chair Jan Worthington asked Town Manager Palmer if she had a starting point for the discussion. Town Manager Palmer noted the events that had cancelled to date: Friends of the Truro Meeting House, Truro Summer Concerts, the Harbor to the Bay, New England Endurance Events, National MS Bike Ride, ALA Bike Trek, and the Ocean to the Bay run all cancelled. The following have not cancelled yet: Payomet Theater, the Farmers Market, and Truro Treasures. Chair Worthington asked if they license Payomet, Town Manager Palmer confirmed they have an entertainment license. Town Manager Palmer added that she would like guidance from the Seashore Superintendent to see what they are thinking about Payomet's operation this season.

Town Manager Palmer stated that she had said no to a wedding request at one of the Town beaches. Steve Roderick, one of the organizers of Truro Treasures also reported to the Chair that they will be cancelling Truro Treasures this year. He added that they are discussing a low-key barbeque event for the community that would entail social distancing and would be located at the Truro Central School.

Select Board Clerk Kristen Reed noted that the State didn't re-address the 10-person limit with respect to gathering within the Executive Order on May 18<sup>th</sup>. The Town Manager noted that the 10-person restriction would be evaluated at each stage based on the health metrics adding that the number is still at 10.

Chair Worthington noted that she was concerned about social distancing at the Farmers' Market. Town Manager Palmer responded that in some ways the Farmers' Market is an essential business. She added that she has concerns about social distancing and parking downtown. She

also wants to look at the layout of the market to make sure there is distancing for shoppers and for the vendors.

Chair Worthington asked if the market could be moved to the Community Center parking allowing for more space. Town Manager Palmer agreed that location would allow for more space. Select Board Member Rein, added that she did believe that the market is essential, and Wellfleet opened their market and the vendors will be spread more apart, with safety being an issue for everyone. Select Board member Rein said the demand is there for not having to go to a supermarket and farmers' markets are an important public service. A large portion of the sales will be online, and people will be able to pre-order. She added that some people don't have a computer and it would be a shame to deny any residents who are not as tech savvy.

There would be an additional timeline for seniors and those autoimmune compromised to go to the farmers' market first in the morning. The market would also be open shorter hours. She added that there is an incredible amount of information coming from MDAR (Massachusetts Department of Agricultural Resources) with very stringent safety protocols. She understood everyone's concerns but felt it was an essential service for people to receive food and helps local vendors to sell their food. Select Board Member Stephanie Rein also added that there will be no eating on the field and no drinking or sales that are consumable, as everything is meant to be bought and taken away and everyone must wear a mask. They would restrict the numbers of people arriving, as it is not a social event but essential shopping for food experience.

Select Board Member Susan Areson, felt that the Board should do whatever they could to have the Farmers' Market. She asked if it would make sense to change the venue to the Truro Library parking lot or whether it had become such an institution in Truro Center suggesting the Town would need to find a way to accommodate it at that location.

Select Board Member Rein felt that it is sort of an institution in the spot that it is in, and the beauty of that space is that it has a large field and instead of being in a circular ring each vendor will be at 6 foot intervals and the lines to each vendor will not be near each other. The Farmers' Market also uses the Truro Conservation Trust field for additional parking. Chair Worthington asked to see a plan of some kind. Select Board Member Rein said she believed that there was a plan submitted. Town Manager Palmer stated that the plan shows all the vendors right near each other so there must be a new plan. There is also a narrative that was not submitted, and perhaps the best thing is to have a meeting with the market manager, the DPW Director, the Health Agent and the Town Manager.

The Town Manager added that her biggest concern was parking and the issue of social distancing without designated lines for cars to park. Select Board Member Rein stated that she would look into getting the most current map and was appreciative for the Town Manager's willingness to meet with the Farmers' Market organizer.

Select Board Member Reed agreed with Select Board Member Rein that the Farmers' Market was essential, but she has seen cars illegally parked all the way to Blackfish Restaurant. She also noted the issue with respect to the traffic trying to get to Jams and the Post Office. Although the location is beautiful and idyllic she agrees with the Town Manager regarding

safety issues with parking, noting that the parking lot at the Community Center is scalable, and as more people come during the season she didn't know if they could safely distance or provide adequate parking for everyone. Chair Worthington responded that she will leave that to the Town Manager to organize and bring back information to the Select Board.

### **Harbor Operations**

Town Manager Palmer added that the Assistant Town Manager, Kelly Sullivan-Clark, Harbor Master Tony Jackett and Health Agent, Emily Beebe have met and discussed Pamet Harbor operations with Police Chief Jamie Calise. There are signs posted at the Harbor regarding the fact that vehicles must be registered in the State of Massachusetts in order to facilitate the parking lot. Assistant Town Manager Kelly Sullivan-Clark stated that Tony did a very comprehensive plan which will be made more concise for the public. Much of the plan has to do with operations and how money will be accepted, and if there is more guidance from the Governor. Police Chief Jamie Calise replied that he spoke with the Harbor Master and the Health Agent and what the concerns were at the Harbor. He noted that there are cameras on location and there are ways to potentially offset any issue with the right messaging, so people don't violate the order.

Police Chief Calise noted that management of the parking lot depends on what information comes from the State regarding the out of state plate restrictions. There will either be warnings given to violators and the information will be logged. Police Chief Calise noted that signage at Harbors is a global issue currently and added that signage must be consistent.

Harbor Master Tony Jackett stated that he has taken a few phone calls and people are aware that launching is for vehicles registered in Massachusetts only. He added that second homeowners that have been in Massachusetts for a while want to adhere to the guidelines. He added that there is interest from past employees to return for the season and they understand the Covid safety guidelines.

He further explained as the season progresses people will want to go fishing and his department will issue the parking lot hangtags for the single use parking spaces. When people visit, it is up to staff to advise people of the restrictions with the parking lot. Chair Worthington asked if they had discussed a procedure for getting people safely up and down the ramp. Harbor Master Jackett explained that typically the Captain drives the boat down the ramp. He added with respect to getting on the Charter boats from the ramps they will encourage each party to go separately on the ramps. He mentioned that many of the Charter boats have had cancellations and they will be wearing masks the whole time that they are fishing.

Chair Worthington clarified that when people are going down to their boat or up from their boat that one person at a time should walk in one direction due to the lack of room on the ramp area. The Harbor Master added that there is limited parking and felt that it could be managed. Town Manager Palmer added that she, the DPW Director Jarrod Cabral, the Health Agent Emily Beebe and the Recreation and Beach Director Damion Clements, discussed signage for the beach entrances in conjunction with the Conservation Commission with a request to widen the entrances for one way on the beach and one way off the beaches. There will additionally be signage encouraging one group at a time in one direction to access the beaches and there will

probably be similar signage at the Harbor that directs people to wait should there be a group coming to allow them to pass.

Select Board Member Weinstein mentioned that there are also mooring holders that use dinghies to access their boats and he felt that it would be an easy step to delineate on the ramps and on the docks a six foot separation including directions for both on and off and one-way access, which he felt would help with enforcement. He also commented that he was concerned for the safety of the Harbor Master and his colleagues. He asked if there was a credit card reader for fees being collected for daily launches. Town Manager Palmer responded that staff are looking into no cash transactions at sale points and online payments in advance with the use of a book of tickets. There will also be no cash transactions at the beaches.

Select Board Member Weinstein stated that there have been several people in the Harbor Master's building. He asked if there could be signage to restrict the number of people from entering that small space and if the town has discussed erecting some kind of plexiglass on the counter as a barrier, so if there are exchanges between the staff and public there is a device that would protect everyone.

Town Manager Palmer added that there is plexiglass in place in most of the Town buildings and perhaps through a Dutch door at the Harbor Master's building. She added that it is the same issue with the beach office, as there is not a good way to let people in and out without close contact. The draft plans include having brief transactions.

### **Beaches and Ponds**

Town Manager Palmer added that she and Director Clements have a call on Wednesday the 20<sup>th</sup> with the Director of the Executive Office of Energy and Environment who issued the guidance for the Cape and Island towns.

The guidance recommends 12 feet between beach blanket areas with social distancing and to wear masks if you cannot social distance, and keep lifeguards separated as well. Another discussion is the portable bathrooms and how often they will be cleaned and sanitized. The portable budget was set at \$45 thousand and could climb as high as \$80 thousand to meet the disinfecting and cleaning guidelines. It was reported by Matt Frazier, our vendor, that hand sanitizer stations are being stolen, so they have developed wash stations which we will have to rent along with the portable toilets. Beach sticker sales are being facilitated online for Truro residents. The sale of beach stickers to non-residents is on hold for now until the short-term rental guidance from the Governor's office is determined.

A post-card is being mailed to residents encouraging the sale of beach stickers online with the beach stickers being mailed back to residents. Town Manager Palmer explained the process for getting a beach sticker if the office *were* available to the public. There would only be one person allowed at a time in the beach office with the parking area being very small. All transactions will be moved online. Non-resident sales would have to do pick-up of their stickers.

Recreation and Beach Director, Damion Clements, stated that they were still discussing parking and access points for the beaches. Chair Worthington asked about parking at the beaches as

the memorandum stated that the decision was up to the local beach managers. The Town Manager stated that currently staff is looking at using every other parking space at the beaches with the facilitation of concrete barriers perhaps purchased with the use of Covid related emergency funds.

Select Board Member Weinstein, stated that Great Pond, along Collins Road, has designated parking signs; as does Slough and Horseleech ponds. He added that both ponds are within the Cape Cod National Seashore and wondered how the public access points will be controlled. Director Clements responded that parking at the Ponds has not come up at the Beach Managers meetings. Town Manager Palmer explained that there is a meeting pending with the Cape Cod National Seashore and the five Town Managers from Seashore towns on Thursday May 21<sup>st</sup>, in which she will ask at the meeting. She expressed that the Town could decide to do "No Parking" along Collins Road, if the use of the parking spaces becomes a safety issue.

Select Board Member Areson commented that if the beach office is no longer a place to purchase beach stickers will the beach office be shut down entirely. Town Manager Palmer explained that they will not be shutting the beach office down entirely as it is a public safety issue in terms of the shark incident radios working at that location. The staffing pattern is being discussed for that location, but they are waiting on the hospitality guidance from the State for when they will be able to sell non-resident beach stickers at that location.

Select Board Member Stephanie Rein asked if a resident such as herself is not on the resident list can they contact the beach office or Town Hall when they are having difficulty using the online resource. Director Clements stated that any calls going to the beach office are forwarded to the office at the Recreation department for processing the online sales.

Select Board Member Areson asked for confirmation that the Board will be getting updates on all areas of concern in the succeeding weeks ahead. Chair Worthington explained that there will be more information on the Farmers' Market, Pamet Harbor, the beaches and the ponds next week.

Select Board Member Reed asked for clarification on which events hadn't cancelled. Town Manager Palmer mentioned that the Yoga in the parks was on hold and wondered what the Board thought at this time. Chair Worthington asked about events at Truro Vineyards. Town Manager Palmer explained that was private property, but the Town does license their entertainment. Select Board Member Rein noted that the list didn't contain current information as to whether the AgFair was proceeding. Chair Worthington asked that a list be distributed for the next Select Board Meeting. Select Board Member Areson mentioned the Friends of the Truro Library Book sale in August. Town Manager Palmer explained that the current list contains events cancelled and approved in 2019 for licensing and permitting.

For the next meeting the Town Manager explained for discussion they have public and private events on Town property (use of Pamet Harbor, use of the beaches, reopening of Town Buildings, the reopening of Puma Park playground, and the businesses reopening and any issues that the Chamber or the restaurants see pending. The list could be used as events come up and as

information from the State is gathered. Steve Roderick, of Truro Treasures asked how events on private property that need permitting were going to be processed and handled this summer.

Chair Worthington responded that it would depend on what Phase they were currently in and how many people could gather at one time at a location. Mr. Roderick gave an example of a piano player playing at a restaurant that has 50% capacity, or musical events at Truro Vineyards. Chair Worthington responded that it will be determined by the space and the number of people allowed. Town Manager Palmer added that applications are received in the Administration office and reviewed at meetings with the Select Board. Chair Worthington asked that businesses be given a lead time if the events would be permitted or not. Town Manager Palmer agreed that it would depend on the guidance, the Phase and the Health Metrics reports. She added that if a restaurant requests entertainment and it doesn't violate their plan for seating capacity it would move forward for approval.

Select Board Member Reed, mentioned that the Business control plan from the State should be submitted with applications so the Board knows how they plan to conduct their business. She noted that the State will be giving guidance on beaches, parks, outdoor activities, fishing, hunting, boating, outdoor gardens, zoos, reserves and public installations on May 25<sup>th</sup>. Town Manager Palmer responded the detailed guidance had been released.

### **Next Steps & Future Agenda Items**

The Town Manager instructed the Assistant Town Manager to email the Board the event list including the AgFair which had not been held in 2019. Town Manager Palmer added that she anticipated having more information for the Board on Town Buildings.

Town Manager Palmer alerted the Board that she would also like to have a discussion with the Board on a reopening plan for the safety of the citizens and employees and she will explain the challenges to the Board.

Select Board Reed expressed concern over reopening Town Hall as her exposure would increase with reopening. Steve Roderick asked when the Board felt it would be appropriate to open the Chamber. Chair Worthington asked if it was possible for the installation of a window at the Chamber office. Town Manager Palmer suggested that the Chamber wait until the guidance on hospitality is released.

Mr. Roderick reiterated that the Chamber book is not being publish until more guidance is given and can be inserted in the book. As the book stands now there is no guidance on beach parking and other things that visitors would need. Mr. Roderick added that he will work with the Town Manager and the Assistant Town Manager on producing the Chamber booklet.

Select Board Member Areson stated that Representative Peake and Senator Cyr mentioned an excel spreadsheet that they were going to send to the Town Manager from the Governor's office. Town Manager Palmer confirmed that as a public document she would forward it to the Board. Select Board Member Reed thanked the Town Manager for forwarding the reopening

guide. Select Board Member Rein asked about clarification about the date of the next Board meeting not being until June 9<sup>th</sup>.

The Town Manager clarified that both a regular meeting and a Work Session will be held next week on the 28<sup>th</sup>.

**Next Steps & Future Agenda Items**

**Adjournment**

Chair Worthington asked for a motion to adjourn. Select Board Vice-Chair Weinstein so moved. Motion passed 5-0-0. The meeting adjourned at 4:21pm.

Respectfully submitted,

  
Nicole Tudor, Executive Assistant



Rae Ann Palmer  
On behalf of the Truro Select Board

