

TOWN OF TRURO
SELECT BOARD MINUTES
September 8, 2020 at 5:00pm
Remote Meeting Via GoToMeeting

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

Select Board Members Absent: None

Others Present: Town Manager-Rae Ann Palmer, Assistant Town Manager-Kelly Sullivan Clark, DPW Director-Jarrold Cabral, Health/Conservation Agent-Emily Beebe, Town Moderator-Monica Kraft, Dave Evans, Deborah Best-Parker, Kevin Rice, Eversource Representative-Jessica Elder, Fire Chief-Tim Collins,

Chair Weinstein called the meeting to order at 5:00pm, and read off instructions for people to join, view, or provide comment during the meeting.

Public Comment

Chair Weinstein stated that he'd received letters from the public which he read into the record.

- Letter by Mrs. Joan Holt
- Letter by Mrs. Denise Seager

Deborah Best-Parker called in. She stated she had also mailed in a letter which she hoped they would address, and she also had a few questions:

- She sees on the map of the layout for the Annual Town Meeting that there is a spot for people who either cannot, or will not, wear a mask. She'd like to know what happens if the wind is blowing in the direction from where those people are sitting to where masked people are sitting?
- She wonders if someone will be walking around ensuring people are wearing masks?
- She assumes that because the meeting is on a Saturday that children will be there, and she hopes they can be corralled to limit the transmission of Covid.
- She noted that people will need to remove their mask to drink water.

Ms. Best-Parker and her husband have been extremely careful during the pandemic and they are afraid to attend the Annual Town Meeting. She asked the Board to address her concerns.

Town Manager Palmer noted that it appeared power had been lost at Town Hall and in Town. The Board took a fifteen-minute break.

Chair Weinstein reintroduced the Board members, and members of the town staff. He asked Health Agent Beebe to address some of the questions Ms. Best-Parker had asked. Health Agent Beebe stated that the setup for Town Meeting has been configured using standards that are effective to prevent the spread of the virus. Having physical distance in an outdoor setting makes a lot of sense, with chairs adequately separated. Health Agent Beebe addressed the caller's question about drinking water and stated that the outdoor setting provided some protections but could not offer a guarantee that transmission would not occur at a town meeting. She explained that when looking at transmission and how exposure happens, it occurs with closer contact. If people are masked and are adequately distancing themselves, the risk is much lower.

Caller Kevin Rice from Payomet wished to say that he's been looking forward to Town Meeting and would like to have a robust discussion of Article 16. They have received one matching grant from the Massachusetts Cultural Council for \$200,000 and there is a time constraint on that. He stated that Payomet would rather not delay the discussion.

Public Hearing-Eversource Petition for 34 Bay View Road

Member Areson made a motion to open the public hearing for the Eversource Petition for 34 Bay View Road.

Member Reed seconded.

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

Jessica Elder stated that Eversource is requesting to install approximately 225 feet of conduit and cable under the Town road. They are going from an existing pole to a pole box they are installing, running right alongside the road and into the property at 34 Bay View Road. Eversource will also remove existing pole 17/18.

Member Areson made a motion to close the public hearing.

Member Reed seconded.

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

Member Areson made a motion to approve the petition from Eversource to install approximately 225 feet of conduit/cable for service to 34 Bay View Road, and to authorize the Clerk to sign the work order #2394173, and for the Board to sign the Certificate of Hearing.

Member Reed seconded.

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

Board/Committee/Commission Appointments-Dave Evans to the Climate Action Committee

Chair Weinstein asked Mr. Evans to introduce himself to the Board, and to give a little background on himself. Mr. Evans has lived in Truro since 2014 and is a steadfast advocate for the environment. He's spoken to three members on the Climate Action Committee and has learned what work they do on the committee. He thinks it's a good group of people, he's interested in the topic, and he hopes he can help in some small way.

Member Areson made a motion to appoint Dave Evans as a member of the Climate Action Committee for a three-year term, expiring June 30, 2023.

Member Worthington seconded.

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

Select Board Action

Vote to lower the 2020 Annual Town Meeting Quorum.

Before beginning the discussion, Chair Weinstein wished to state that the Town Moderator, Monica Kraft, is his wife. He continued, stating that the statutory language of Chapter 92 of the Acts of 2020 (which is special legislation related to Covid) indicates that the Town may reduce the quorum if the Select Board, in consultation and approval of the Town Moderator, vote to do so. Chair Weinstein said that he does not think his relationship with the Moderator will affect his impartiality. Hearing no objections, he moved forward, turning the discussion over to Moderator Kraft.

Moderator Kraft gave an overview of quorum sizes and modifications from other towns. She stated that it's very important for the Town Meeting to take place. If it does not, the Town will not have an approved budget, a tax rate will not be set, tax bills will not be sent out, and the Town will not have services. She recommends the Select Board choose a low number for a quorum.

Town Manager Palmer added that she asked the Interim Town Treasurer to do a cash flow analysis for her. If Town Meeting is not held in September, with nothing unanticipated or unknown coming in, the Town will run out of cash that can be used. There are other funds, but all are restricted. The Town will run out of unrestricted cash most likely in November, which would mean that either services are shut down, or money must be borrowed through a method called

Revenue Anticipation Notes. It would cost the Town money for Revenue Anticipation Notes. Town Manager Palmer stated that it's critical to get the Town Meeting done before the end of September.

Chair Weinstein wished to mention that the community has been given permission by the Commonwealth to lower the quorum, but that does not mean that anyone is excluded from attending the meeting. The site for the meeting will be able to accommodate a large number of people. DPW Director Cabral confirmed that there is room at the ball field for three-hundred chairs.

Member Areson is in favor of reducing the quorum to a number of 20 or 25.

Member Reed is also in favor of reducing the quorum to a number of 20 or 25.

Member Rein would like to go a little higher than 25. She proposed a number of 40.

Member Worthington agreed with Member Rein and thinks 40 is a good number.

Chair Weinstein is comfortable with 25 for the quorum. Town Manager Palmer stated that the Town would have to continue on its 1/12th budget plan if the Town Meeting does not happen in September. There would not be cash to pay financial obligations like vendor warrants or payroll. Money would have to be borrowed to cover those obligations, and that is a process which involves approval through the Department of Revenue.

Member Reed stated she's received more e-mails from constituents telling her that they are not comfortable with attending the Town Meeting.

Member Reed made a motion to reduce the quorum requirements of the September 26, 2020 Annual Meeting from 100 Truro registered voters to 25 Truro registered voters.

Member Areson seconded.

Member Worthington will go along with the number however her concern is that we will have a low number in attendance and then there will be feelings in the community that a low number of people decided what's going on with the budget in the Town. She realizes there's nothing that can be done about that, but noted her concern.

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

Update on Town Meeting Plans

Assistant Town Manager Clark pulled up the revised map for everyone to view. The map designates locations for restrooms (2 non-ADA restrooms on the inside of the fence for voters that have checked in and 1 ADA accessible restroom just outside the fence). Check-in tables (2) will face each other with a mobi-mat leading down to the accessible seating area. She added that staff could assist with the dismissal process. There will be sunscreen wipes, bug repellent wipes, and bottles of hand sanitizer available for people. She spoke with the audio provider about setting up a tent in the middle of the field, but they recommended not doing that as it will block off sound. Tenting or umbrellas could be erected on the outskirts.

Chair Weinstein asked the Moderator if there was a plan for assisting people leaving the site once the meeting has concluded. Moderator Kraft stated that the rows of chairs will be numbered or alphabetized to aid in dismissing one row at a time.

Final Vote on Town Meeting Warrant and Vote to Post the Warrant

Town Manager Palmer stated she received information this morning that she wanted to share with the Board because it may change whether they move forward with the override or not. Reporter K.C. Meyers received a word that Provincetown has decided to not move forward with their Provincetown EMS Department. Town Manager Palmer has not heard from Provincetown, but she checked with the Chief Operating Officer of Lower Cape and he had heard a similar statement. Town Manager Palmer asked if the Board wanted to postpone the general override for the four firefighters until the next budget year and move forward with it then. That would also beg the question about the tractor truck needed for the DPW.

Member Worthington expressed concern about the lack of confirmation on this and asked if there was a way to get a definitive answer from someone. She thinks the Town still needs the paramedics and asked how that was going to be managed. Town Manager Palmer is unsure they can get a definitive answer. Provincetown is in transition. She thinks it's wise to have three people on shift. Chief Collins stated that currently the department has no one in paramedic school. To send staff to school, there would be some budgetary issues that would need to be addressed: shift coverage and tuition reimbursement. The cost per student is estimated to be between \$10,000 and \$12,000. Member Areson suggested that going forward, if there are vacancies in the Fire Department, that paramedic certification be mandatory. Town Manager Palmer agreed and stated that the requirement is already in place. Member Reed noted that the Fire Department just had its budget cut by over \$100,000 and much of that was for training. She asked if the budget could be modified. Town Manager Palmer stated that the budget would have to be amended. She offered that the Board could move forward with the override, but that she wanted to share the news she had received. Discussion was held regarding keeping the override or holding it until the April Town Meeting, and how to handle the DPW tractor truck article.

Member Areson made a motion to pull Article 10 General Override and Article 13 Capital Exclusion Request for Heavy Duty Tractor Truck Replacement until the next special or regular town meeting.

Member Worthington seconded.

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

Member Areson made a motion to recommend Article 9: FY2021 Omnibus Budget Appropriation as presented in the warrant.

Member Reed seconded.

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

Member Reed made a motion to recommend Article 11: Transfer of Funds from Free Cash, Section 5: To the Affordable Housing Trust as presented in the warrant.

Member Areson seconded.

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

Member Areson made a motion to recommend Article 11: Transfer of Funds from Free Cash, Section 6: To Employee Benefit Buy-Out Account as presented in the warrant.

Member Rein seconded.

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

Member Worthington had a question regarding Section 7. She asked how the \$400,000 amount was arrived at, and if any of this money was for the Cloverleaf. Town Manager Palmer stated that the \$400,000 amount came from the FY20 free cash availability, and the Select Board would have to make the decision as to how the money is used.

Member Areson made a motion to recommend Article 11: Transfer of Funds from Free Cash, Section 7: To the Affordable Housing Trust as presented in the warrant.

Member Reed seconded.

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

Member Areson made a motion to close and post the warrant.

Member Reed seconded.

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

Review and Approval of Updated Policy Manual for the Truro Fire Department

Chief Collins stated he's been working with the company Lexipol on this updated policy manual. All policies contained within this manual have been legally vetted.

Member Reed asked if there was a chance to see the original document. Chief Collins said that prior to his arrival, both Chair Weinstein and Member Worthington were involved in restructuring the Rules and Regulations for the Department. He can provide Member Reed with a copy of those Rules and Regulations, but the document before the Board is original. Town Manager Palmer reminded the Board that the Rules and Regulations were for a call department. The operation of the Department has changed. Member Worthington noted that the Employment Standards refer to "Fire Fighter." She asked if there were policies for the Rescue Department. Chief Collins stated Fire and Rescue are considered one department and that all employees must be an EMT to be hired. Member Areson had the same question as Member Reed regarding how much of the document has changed. She noted some typos and some items which looked like notes. Town Manager Palmer suggested tabling this item to allow for scrubbing. Member Reed noted the section on Wildland Firefighting and asked if that referred to the National Seashore. Chief Collins confirmed, stating that they are responsible for fire protection in the Seashore. The Department notifies the Seashore when there is a fire as the Seashore has assets that can provide assistance. Chair Weinstein noticed under Section 200.7-Alternate Channels of Communication that the Assistant Town Manager was referenced. He stated that the Town Manager should be referenced, not the Assistant Town Manager. Chair Weinstein thinks it will serve the Board well to go through this manual a little more carefully at a later date.

Member Areson made a motion to hold the discussion of the updated policy manual for the Truro Fire Department and for a future meeting.

Member Reed seconded.

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

Update on Culvert Projects

DPW Director Cabral outlined the culvert projects one at a time:

- East Harbor
- Eagle Creek
- Mill Pond
- Little Pamet
- Pamet River-Truro Center Road Culvert

Health/Conservation Agent Beebe explained the Low-Lying Road Project. She mentioned that she had applied for a Coastal Zone Management-Phase 2 grant this year. She has not heard back yet, as the process is delayed.

Member Worthington would like to have a brief overview of what is being done in these places, once the Board is allowed back in Town Hall. A review of what is being done will be helpful to the community. Member Reed suggested a dedicated space on the Town website where pictures and maps are displayed so that the Board can refer constituents to the website for updates and project history.

Approval of October Spending Plan

Town Manager Palmer stated that the Town is in month four of requesting approval for a 1/12th budget. The budget will be submitted to the Department of Revenue and then withdrawn if Annual Town Meeting is held.

Member Areson made a motion to approve the October 2020 1/12th budget and authorize the Town Manager to forward the budget to the Department of Revenue for approval, if needed.

Member Reed seconded.

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

Consent Agenda

Member Areson made a motion to approve the consent agenda as printed in their agenda.

Member Rein seconded.

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

Select Board Reports/Comments

Member Reed made a request to use the electronic sign to promote the day and time of the Town Meeting. Member Areson had a question regarding when Town Hall would open to the public for limited hours of business. Town Manager Palmer explained that they are waiting for two more buttons to be installed on the intercom and each button will ring directly to each of the following offices: Administrative Office, Assessing, Town Clerk, and Building, Health and Conservation. Once those are installed, the plan is to open Wednesdays and Fridays to start.

Town Manager Report

Town Manager Palmer has been talking with the Town Manager Search Consultant and he has requested she reach out to the Board to see if they could set up a meeting for Monday. Select Board members were available for Tuesday instead and a time of 9am was agreed upon.

Next Meeting Agenda: September 22nd

Town Manager Palmer stated that the only thing on the agenda at the time was the Walsh Committee Report from Stacie Smith. She would like to recommend holding the tax classification hearing on the 22nd so that the Town is prepared right after Town Meeting to submit the recap to the Department of Revenue.

Member Reed asked DPW Director Cabral if he'd heard anything from Weston and Sampson on the DPW Building. DPW Director Cabral said that a Phase 1 environmental study needed to be completed for the current complex. Weston and Sampson need to physically check the area and get into Town Hall.

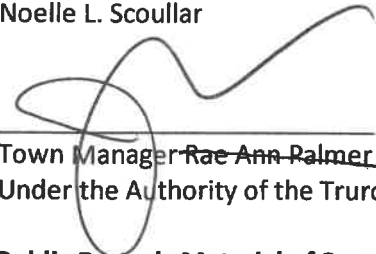
Member Areson made a motion to adjourn at 7:15pm.

Member Reed seconded.

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

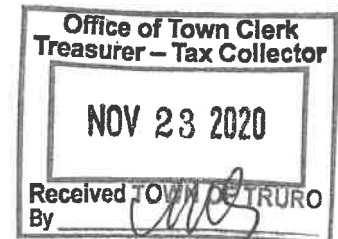
Respectfully Submitted,


Noelle L. Scoullar


Interim Town Manager ~~Rae Ann Palmer~~ Jamie Calise
Under the Authority of the Truro Select Board

Public Records Material of September 8, 2020

1. Letter from Joan Holt
2. Letter from Denise Seager



From: **Robert Weinstein** <rweinstein@truro-ma.gov>
Subject: Fw: For consideration by Select Board on or before 9/8/20
Date: September 7, 2020 at 3:57 PM
To: krafesq@gmail.com

From: Denise Seager <seagerdenise@gmail.com>
Sent: Saturday, August 29, 2020 2:21 PM
To: Robert Weinstein <rweinstein@truro-ma.gov>; Jan Worthington <jworthington@truro-ma.gov>; Kristen Reed <KReed@truro-ma.gov>; Susan Areson <SAreson@truro-ma.gov>; Stephanie Rein <srein@truro-ma.gov>
Cc: Rae Ann Palmer <rpalmer@truro-ma.gov>; Kelly Clark <ksclark@truro-ma.gov>
Subject: For consideration by Select Board on or before 9/8/20

I ask that this be read into the record and given your consideration on or before the September 8 Select Board Meeting.

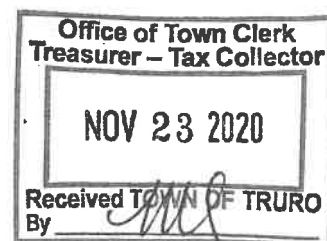
I am concerned about how my vote and the votes of the over 55 age group will be counted for the annual Town Meeting. The COVID-19 pandemic poses a risk to our health to attend gatherings. Can you insure that everyone there will keep their masks on for the duration and not remove it? Will the town be liable for anyone who contracts COVID-19 at the town meeting? We all hope that people will do the responsible things during this meeting but you cannot rely on it.

My husband and I are both immune compromised and have been at home since March*10, 2020 and have only gone out 4 times for essentials. As taxpayers, it is not just or fair, not to be able to participate or have our voices and votes counted. The senior taxpayers constitute 50% or more of the registered voters. In this day of technology, I see no reason why everyone in the community is not given the opportunity to participate remotely. If that is unreasonable, mail in voting or dropping a ballot at town hall would let everyone be counted fairly.

This is an exceptional time in everyone's life and unfortunately changes have to be made in our normal ways of life.

Respectfully,

Denise Seager



From: Robert Weinstein <rweinstein@truro-ma.gov>
Subject: Fw: For consideration by Select Board on or before 9/8/20
Date: September 7, 2020 at 3:57 PM
To: krafesq@gmail.com

From: Joan Holt <capejoanholt@comcast.net>
Sent: Thursday, August 27, 2020 3:41 PM
To: Robert Weinstein <rweinstein@truro-ma.gov>; Jan Worthington <jworthington@truro-ma.gov>; Kristen Reed <KReed@truro-ma.gov>; Susan Areson <SAreson@truro-ma.gov>; Stephanie Rein <srein@truro-ma.gov>
Cc: Rae Ann Palmer <rpalmer@truro-ma.gov>; Kelly Clark <ksclark@truro-ma.gov>
Subject: For consideration by Select Board on or before 9/8/20

I ask that this be read into the record and given your consideration on or before the September 8 Select Board meeting.

You are in the process of paring down the Warrant for the September Town Meeting, in the interest of reducing the time of attendees' exposure to one another and to the elements. Your aim is to limit the warrant only to those articles needed for the Town to operate.

I feel comfortable having a reduced quorum in order to approve the Omnibus Budget and keep town running. I also feel comfortable about creating a group of Articles not likely to require discussion, as a "Consent Agenda" to be approved at Town Meeting by a single vote.

However, just as certain Articles are being postponed until the next Town Meeting, so can and should Article 16. This Community Preservation Committee Article is basically to approve grants for specific projects sponsored by applicants. I acknowledge that they are important to the proponents, but **not a single section of Article 16 is essential to the continued operation of the Town of Truro and to the provision of its public services** to the residents of Truro during the pandemic crisis and before the 2021 Town Meeting. Furthermore, there is no question that there will be considerable discussion about several controversial sections of the Article, that can be expected to significantly prolong September's Town Meeting. Yet, as the Article itself states "Any money remaining at the end of the Fiscal Year will revert to the Community Preservation Act Undesignated Fund Balance."

Respectfully,

Joan Holt

