

**Truro Select Board Meeting**  
**Tuesday, June 25, 2019**  
**Truro Town Hall Selectmen's Chambers**

**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 Moderator Monica Kraft

Chair Janet Worthington called meeting to order at 5:00 p.m.

**PUBLIC COMMENT**

Five members of the public came forward with comments. Martha Hevenor of the Cape Cod Commission invited the Select Board to the 6<sup>th</sup> Annual One Cape Summit on June 29-30, 2019. Brian Dunne commented negatively on corporate plastic-bottled water in use at the COA and other municipal buildings with a suggestion that Truro take an initiative to restrict or ban the practice and use Truro water instead. Peter Staaterman, representing the High Dune Craft Cooperative, introduced Craig Milan, the new member who replaces Tim McCarthy. Butch Joseph said he was dismayed by the lawsuits surrounding the Kline property (27 Stephen's Way) and suggested that the Town counter sue. Eric Parker spoke against the proposed Charter change, appearing on the agenda as an addition to the Select Board *Goals & Objectives*, that would make Planning Board members appointed, rather than elected.

Janet Worthington read into record two letters, one from Daniel Holt and one from Joanne Barkan and Jon Friedman, in opposition to a possible Charter change that would make the Planning Board an appointed body.

**PUBLIC HEARING - *Select Board Goals & Objectives***

Chair Janet Worthington opened the public hearing at 5:14 p.m.

Town Moderator Monica Kraft introduced a section by section review of the Fiscal Year 2019 Select Board *Goals and Objectives*. Rae Ann Palmer explained how the goals and objectives were met in each category.

**Town Services (TS)**

**TS1 – Shared Services with neighboring towns**

Ms. Palmer regularly meets with the Outer Cape towns. They went together to the state and received money for shark awareness. The Health/Conservation Agents are working to develop a Coastal Resiliency Plan for the bayside and to plan a joint Health Department.

**TS2 – Policy addressing uses and modifications to Town-owned property**

This policy has not yet been created, but it remains as a goal.

**TS3 – Concerns of elder citizens including transportation, loneliness and housing**

A report on services for the elderly is expected soon in the new fiscal year, Ms. Palmer said.

**Fiscal Management (FM)**

**FM1 – More awareness for Budget Process**

There have been changes in the process of preparing the Budget, and the Town is now using ClearGov, an app for better presentation of the Budget in real time.

**FM2 – Home Rule Petition**

The Home Rule Petition was passed at Town Meeting. It goes to the state legislature next.

**Public Safety (PS)**

**PS1 – General Noise Bylaw**

There has been some review of the existing bylaw. Maureen Burgess is working on this goal.

**PS2 – Planning and preparedness for natural disasters**

Neighborhood storm teams have been created to help manage emergency situations.

**Community Sustainability (CS)**

Community Sustainability is broken down further into Environmental, Housing, and Economic Development issues.

**CS1 (Environmental) – Projects underway include the Pamet River Tidal Flow Restoration & Watershed Study; East Harbor Culvert Replacement; Mill Pond and Eagle Creek Repairs & Improvement; Little Pamet Watershed Study & Culvert Repair; and Coastal Management of the Bay Shoreline.** Ms. Palmer gave updates for each of these environmental projects.

**CS2 (Housing) – Work with Truro Housing Authority**

There was a meeting held May 7, 2019 to discuss the Cloverleaf Property.

**CS3 (Housing) – Home Rule Petition**

An expansion passed at 2019 Annual Town Meeting.

**CS4 (Housing) – Explore ways to increase use of Accessory Dwelling Unit ADU bylaw**  
Planning Board has been preparing an amended bylaw for next year's Town Meeting.

**CS5 (Housing) – Augment the Truro Affordable Housing Trust Fund**

There will be more meetings on money for the Trust Fund once the amount of revenue generated by the short-term rental tax and a real estate transfer fee have been determined.

**CS6 (Economic Development) – Develop timetable for Comcast contract negotiations.**

Comcast negotiations are underway with the other Outer Cape towns.

**CS7 (Economic Development) – Support for small businesses**

The Select Board is working with the Chamber of Commerce on ways to promote small businesses.

**Community Engagement and Governance (CEG)**

**CEG1 – Better Communications with Visitors and Residents**

The Alert Truro notification system and better website organization have been implemented.

**CEG2 – Review of Boards, Committees and Commissions**

Town boards have been studied for relevance, revisions to charges, consolidations where possible and appropriate, and incentives for more volunteers to serve.

**CEG3 – Local Comprehensive Plan**

The Committee was put on hold until the Cape Cod Commission provides guidance for the next Local Comprehensive Plan.

**CEG4 – Recognition Event for Volunteers & Staff**

Recognition events have happened and will continue to happen.

**CEG5 – Informational Manuals**

The Select Board is working on its informational manual, Ms. Palmer said.

***Draft FY 2020 Goals & Objectives***

Monica Kraft called for discussion of the FY19 goals. Hearing none, she asked that the Select Board proceed with the presentation of the draft FY20 *Goals & Objectives* and four additional objectives that had been requested by Select Board members.

**Town Services**

**TS1 – Policy addressing uses and modifications to Town-owned property**

Maureen Burgess explained the charge to the Select Board to protect Town-owned property. Rae Ann Palmer said any modification to a park or building should first be brought before the Select Board. Maureen Burgess and Susan Areson will be working on the policy.

**Fiscal Management**

**FM1 – Begin Budget work in September and initiate review in October**

There were no questions on this goal.

**Public Safety**

**PS1 – General Noise Bylaw review and revision**

The Select Board and Town Manager will work on this. Maureen Burgess said she and Police Chief Calise have begun drafting a better bylaw.

**PS2 – Develop neighborhood storm teams for natural disasters**

Janet Worthington, Kelly Clark and Rae Ann Palmer have been working on this. They are looking for captains for the neighborhood teams.

**Community Sustainability**

**CS1 (Environmental) – Continue efforts on:**

- a. Pamet River Tidal Flow Restoration & Watershed Study – the Board will review the Army Corps culvert replacement recommendations determine a course of action; initiate engineering and cost estimating; and prepare an Article for the 2020 Annual Town Meeting Warrant.
- b. East Harbor Culvert Replacement – The second phase of culvert replacement between Shore Road and Route 6 is to be completed in fall/winter 2019.
- c. Mill Pond and Eagle Creek Repairs & Improvement – The final design necessary for repairs/replacement is to be completed by the end of July 2019; construction is scheduled for fall /winter 2019.
- d. Little Pamet River Study & Culvert Repair – Culvert replacement recommendations and the construction estimate are to be completed in the first quarter; funding sources are to be identified, and, if required, an Article will be prepared for Annual Town Meeting 2020.
- e. Coastal Management – Pending grant approval from the Office of Coastal Zone Management, in partnership with the Center for Coastal Studies and the Towns of

Provincetown, Eastham and Wellfleet, a process will be initiated to develop a comprehensive intermunicipal shorefront management plan to improve coastal resiliency for the bay shoreline. Susan Areson suggested revised wording for this goal.

**CS2 (Environmental) – Climate Action Committee**

This was requested at Town Meeting. The goals will be to appoint a Climate Action Committee.

**CS3 (Housing) – Diverse Housing Stock**

The Board will work with Truro Housing Authority on initiatives to create diverse housing stock. Jay Coburn, Chief Executive Officer of the Community Development Partnership (CDP), commented on the lack of state or federal funding available for affordable home ownership. Currently, only Cape Cod Habitat for Humanity is helping, he said.

**CS4 (Housing) – Increase Use of ADU Bylaw**

The Select Board will work with the Planning Board and ZBA on ways to increase use of the Accessory Dwelling Unit (ADU) zoning bylaws. Regan McCarthy commented on current ADU bylaw's flaws as she perceives them and indicated the bylaw should be strengthened to improve it. Jay Coburn said that with the Cloverleaf project underway, Truro might consider creating an Affordable Housing Trust and explore sources of funding for it such as an expanded room occupancy tax, use of more free cash, or an initiative to give 1 % of the Town's Annual Budget to the Trust. He said this would allow for a broader range of community housing needs.

**CS5 (Economic Development) – Cultural District**

The Select Board will engage with the Truro business community to explore a process for establishing a designated cultural district in Truro. Kristen Reed said she had spoken to the Chamber of Commerce, who expressed enthusiasm for the project. The Mass Cultural Council has a pause in funding, Janet Worthington said, but Senator Cyr has encouraged Truro to continue an effort to designate a cultural district.

**Community Engagement & Governance**

**CEG1 – Better Communications**

Select Board and staff will continue to review and modify the Town website.

**CEG2 – Boards, Committees and Commission**

Robert Weinstein thanked Maureen Burgess for her work on this goal. She explained the idea of combining boards but said there had been negative feedback despite the many vacancies. The goal of combining boards will be abandoned. Assessment of the relevance of each body to the current and future work of the Town and revisions to board charges will continue.

**CEG3 – Local Comprehensive Plan**

The Select Board and staff will conduct outreach, organization and information gathering that engages citizens in development of a new Local Comprehensive Plan for Truro

**CEG4 – Informational Manuals**

The Select Board will create manuals to help those who serve on Town boards/committees/commissions be more effective and comply with local, state and federal regulations. Maureen Burgess said the current manual from the MMA is adequate for the Select Board. She said Kristen Reed had provided a sample manual that would need tweaking if Truro wished to develop its own handbook. Maureen Burgess and Kristen Reed will work on creating the manual.

**Other Suggested Goals & Objectives**

The first suggestions that did not appear in the draft FY20 *Goals & Objectives* was for a Charter change to make Planning Board appointed, rather than elected. Robert Weinstein said he had made the suggestion because he wished to open a public discussion, not necessarily initiate a Charter change. He said Truro was in a minority of Cape towns that have an elected Planning Board. This could lead to a Planning Board that goes in a diverse direction, he said. Bob Panessiti spoke about what a Charter change entails. Bill Golden spoke in favor of elected boards. Jay Coburn agreed with the importance of direct elections, but he said in reality Planning Board members have been getting on the ballot with twenty signatures and running unopposed. Ann Greenbaum, the most recent member of the Planning Board, pointed out that the two newest members of the Select Board had run unopposed. She said she considered an elected Planning Board a balancing factor in Town government. She said the real challenge was getting more people willing to serve on Town boards. Kristen Reed clarified that there had been a Select Board race in 2018. Bill Golden restated his support for electing Planning Board members. Steve Sollog, Chair of the Planning Board, read into record a letter in opposition to changing Planning Board to an appointed body. Regan McCarthy returned to say that contentious issues in Truro almost always concern property. Keeping the Planning Board as an independent, elected board keeps a multiplicity of voices heard, she said. Susan Howe agreed with those who wished to keep the Planning Board as an elected board. Brian Dunne said he has been an appointed member to the Cape Cod Regional High School Committee for thirty years but would not have been if he had to run for office every time. Eric Parker commented on the number of signatures needed for elections or petitioned articles for Town Meeting. Robert Weinstein said he was glad that he had suggested this additional goal, which had generated the most discussion, and he thanked all the speakers for their opinions. Janet Worthington expressed her opposition to a change in an elected Planning Board. Susan Areson said that the Select Board should fix problems with the Planning Board by working collaboratively with them. Maureen Burgess commended the Planning Board for their expertise and work in their regulatory capacity.

Kristen Reed said she had made the other three suggestions for Housing goals. Jay Coburn had already explained the importance of the Housing crisis on the Cape, she said. Her first suggestion was to update the Affordable Housing Trust and appoint trustees. Maureen Burgess said there is an Affordable Housing Trust Fund, not a Trust. The suggested goal would create a Trust with independent trustees. Jay Coburn said there is flexibility in the membership of an Affordable Housing Trust. He sees the goal as exploring the possibility of creating an Affordable Housing Trust. The current Affordable Trust Fund has the Select Board as its trustees. Janet Worthington said she favors the current involvement of Select Board members. Jay Coburn said he had language that was different from what Kristen Reed had submitted. He suggests creating an Affordable Housing Trust. Kristen Reed submitted a model Municipal Affordable Housing Trust form for the Select Board to examine.

A second proposal from Ms. Reed was to explore a Proposition 2.5% override to contribute 1 % of the Annual Budget to the Housing Trust. Susan Areson said she is not in favor of overrides in the Town budget. Bob Panessiti discussed how the housing component factors into the Town

budget and discussed the length of time the budget process takes. Debra Best-Parker commented on the effect increased property taxes have on those struggling to live in Truro.

The last suggested goal was to consider offering property tax rebates on units rented at 80% of area median income (AMI) or less. Maureen Burgess said she did not favor adding this as a goal until we see how the Cloverleaf property and further development of ADU bylaws help. Offering a tax exemption to those who rent their property all year could be a burden on Part-time residents. Regan McCarthy asked how the three Housing goals, if they were to go forward, would be followed-up and tracked. Jay Coburn said they would ultimately be Town Meeting decisions.

Janet Worthington closed the public hearing at 6:45 p.m.

## **BOARD/COMMITTEE/COMMISSION APPOINTMENTS**

### ***Board of Health***

There were three applicants interviewed for a position on the Board of Health.

Timothy Rose said he would like to continue serving on the Board of Health. His knowledge of septic systems is a strength. Robert Weinstein, liaison to the Board of Health, said Mr. Rose brings historic perspective to the Board.

Debra Best-Parker explained her background as a hospital pharmacist and her interest in public health.

Clinton Kershaw said his interest had been stirred by regulations for health and conservation commission and by water issues. He has a background as a septic installer and designer. He said he is interested in supporting Truro's aging population.

Janet Worthington expressed her thanks to the new candidates but said she gives her support to Timothy Rose. Robert Weinstein concurred. He offered comments of support from Traci Rose, Chair of the Board of Health. Kristen Reed reviewed the experience that all three candidates would offer. Susan Areson said she supported Timothy Rose but hoped that Ms. Best-Parker and Mr. Kershaw would continue their interest in serving on a Town board.

Robert Weinstein moved to appoint Timothy Rose to the Board of Health for a three-year term, ending June 30, 2022. Maureen Burgess seconded, and the motion carried 5-0.

### ***Zoning Board of Appeals***

Heidi Merlini, applicant for ZBA alternate member, explained her interest in joining the Zoning Board of Appeals at an exciting time with the Cloverleaf project and Walsh property possibilities. Select Board members offered their thanks for her willingness to serve.

Maureen Burgess moved to appoint Heidi Merlini to the Zoning Board of Appeals as an Alternate for a one-year term expiring June 30, 2020. Robert Weinstein seconded, and the motion carried 5-0.

**TABLED ITEM**

Kristen Roberts explained her request for a One-Day Entertainment License for their "Sunday Funday" program at the Truro Vineyard of Cape Cod. There is music at the series, but there have been no complaints. She received compliments from the Select Board and said the venue was open to any event the Select Board might plan. Colby Blem spoke enthusiastically in support of this family-friendly program at the vineyard.

Kristen Reed moved to approve the Sunday One-Day Entertainment License for Truro Vineyards of Cape Cod for Sundays starting June 30, 2019 through August 25, 2019 from 5:00 p.m. – 7:00 p.m. at 11 Shore Road in Truro and the Commonwealth of Massachusetts License for Public Entertainment on Sunday and to authorize the Chair to sign the applications. Robert Weinstein seconded, and the motion carried 5-0.

**SELECT BOARD ACTION*****Cloverleaf Oversight Committee Select Board Appointment***

Town Manager Rae Ann Palmer said another member of the Select Board is needed on the Cloverleaf Oversight Committee. Susan Areson offered to serve. The other members of the Select Board agreed that she was their choice.

***Pan-Mass Challenge Bike Route***

Rae Ann Palmer said that she, Assistant Town Manager Kelly Clark, Police Chief Jamie Calise Deputy Police Chief Craig Danziger, and Fire Chief Timothy Collins have been working on safety issues surrounding the Annual Pan-Mass Challenge Bike Event that passes through Truro in August. Historically, the route goes over Castle Road, creating much congestion near Tom's Hill, and traffic problems at the intersection with Route 6. She noted concerns about getting fire apparatus down Castle Rd. in the event of an emergency. Ms. Palmer had offered Pan-Mass organizers an alternative route over wider Highland and South Highland Roads, but they had not favored the suggestion. She received many phone calls concerning the Pan-Mass route through Truro. She met with the PanMass vice-president about changing the route next year, but because the event is only four weeks away, there was discussion of mitigation measures for this year's event. The size of the event is a big safety issue.

Deputy Chief Danziger and Chief Calise offered suggestions of making part of Castle Rd. one way during the event, setting up timing mats on the numbers of riders, more assistance from state police at the Route 6 intersection and additional help from the Regional Motorcycle Law Unit. The Police need to determine where to post police support to avoid the problems along Castle Road that occurred last year. They will participate in another brainstorming meeting on July 8<sup>th</sup> to improve conditions although there is no way to prevent congestion on Route 6. Motorcycle units will be brought in because of their ability to get places where police and emergency vehicles can't go.

Select Board member Robert Weinstein and Chair Janet Worthington advocated to keep the Pan-Mass ride on Route 6 but were willing to wait until the July 9, 2019 Select Board meeting to make a decision after the Chiefs, Town Manager and Assistant Town Manager met with Pan-Mass representatives again to discuss safety measures for this year. Although she understands the Pan-Mass enthusiasm for the Castle Road route, Susan Areson said she would like to see the riders be encouraged to use Route 6. Kristen Reed went on record for supporting the event but noted the safety issues of bike riding. She said she would like to see more data that would be useful to address other rides that go through Truro. Chief Collins said he could provide data on the riders, estimates on support vehicles, locations for police officers, and staging ideas to send the riders out in waves. Maureen Burgess said she worries about a potential medical emergency that could occur during the event. She acknowledges the pressures, but she too was willing to wait to make a decision for this year. Kristen Reed spoke about the personal aspects of the ride that make riders and supporters attached to the event.

Mentioning the impact cancer has had on his own life, Police Chief Calise said he tries to accommodate Pan-Mass event, but his duty is to provide public safety. Because it is a Cape-wide event, Truro isn't able to get help from other towns, so he will ask the Pan-Mass representatives to provide it. Janet Worthington said the route might work one more time if the support vehicles are kept off Castle Road, but she wants the route changed.

#### **CONSENT AGENDA**

- A. Review Approve and Authorize Signature:
  - 1. Application for Town One-Day Entertainment Licenses: Friends of the Truro Meeting House
  - 2. Curb Cut Application for 3 Priest Road
- B. Review and Approve the Reappointments of Board/Committee/Commission Members:  
Gary Palmer and Peter Graham – Water Resources Oversight Committee; Gary Palmer – Board of Assessors; Chuck Steinman – Historical Commission; Martin Thomas – Human Services Committee; Mary Abt – Cable and Internet Advisory Committee and Commission on Disabilities; Shari Stahl – Beach Commission; Jane Petterson – Open Space Committee; Michael Forgione – Board of Assessors; John Thornley – Zoning Board of Appeals; David Kirchner – Truro Historical Commission; Nicholas Brown – Shellfish Advisory Commission; Susan Howe – Commission on Disabilities; Eric Mays – Bike and Walkways Committee; Gerry Woodcome and Scott Brazil – Pamet Harbor Commission; Jack McMahon – Conservation Commission
- C. Review and Approve Event Notification form for MassDOT for the Annual Harbor to the Bay Bike Ride
- D. Review and Approve Select Board Minutes: June 4, 2019, June 11, 2019

Janet Worthington requested an amendment to the June 11, 2019 minutes with an additional line indicating that she did not think the Select Board should be changing the Police Regulations since it was her opinion that any changes should be generated from the Police Department.



Susan Areson moved to approve the Consent Agenda with an amendment to the June 11, 2019 minutes. Maureen Burgess seconded, and the motion carried 5-0.

### **SELECT BOARD REPORTS/COMMENTS**

Robert Weinstein said that he, Maureen Burgess and Rae Ann Palmer had held a conference call meeting with Town Counsel Katie Loughman, moving forward with a draft host community agreement (HCA) for the High Dune Craft Cooperative. He had attended the monthly meeting of the Municipal Planning Organization (MPO), where he received a copy of the Cape Cod Canal Transportation Study. The document will be available in the Selectmen's office. The comment period on the bridges remains open until July 8, 2019, he said. MPO's high crash locations in Barnstable County had been identified with Wellfleet's Route 6/Main St. intersection coming in as 44<sup>th</sup>.

Maureen Burgess said the High Dune Craft Cooperative's HCA was being developed. There is only one other cultivator approved in Massachusetts. Truro's cultivators are unique as a coop in residential settings, so it is taking time.

Susan Areson has attended the Historic District Commission and ZBA meetings as liaison. There are some requests through letters that she would like to respond to, she said.

Along with three of her colleagues, Kristen Reed attended the June 14, 2019 Cape Cod Selectmen and Councilors meeting where experiences with Resident tax exemptions (RTEs) were shared. Representatives from Boston heard their thoughts on RTEs and other issues.

Janet Worthington offered condolences to the family of Lt. Scott Holway, whose father had recently passed away. She announced the June 27, 2019 forum on ideas for the Walsh Property, and she said that Select Board members would be holding their hours at the Transfer Station during the summer months.

### **TOWN MANGER'S REPORT**

Rae Ann Palmer asked for and received the support of the Select Board for a Friday, July 5, 2019 closing of Town Hall. She clarified that phone calls she received regarding the Pan-Mass Challenge had been in support of the popular event. It was important that Pan-Mass organizers are now in communication with the Town.

### **NEXT MEETING AGENDA**

Agenda items for the July 9, 2019 meeting include: discussion of the Planning Board letter, a decision on the PanMass route, and more discussion of Fiscal Year 20 Goals & Objectives.

### **ADJOURNMENT**

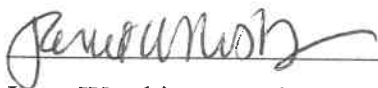
Maureen Burgess moved to adjourn. Robert Weinstein seconded, and the motion carried 5-0.

The meeting was adjourned at 8:14 p.m.

Respectfully submitted,



Mary Rogers,  
Secretary



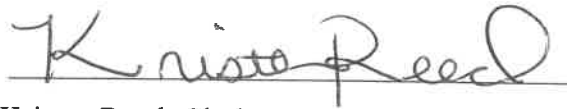
Janet Worthington, Chair



Maureen Burgess, Vice-chair



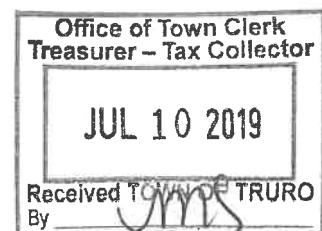
Susan Areson



Kristen Reed, Clerk



Robert Weinstein



**Public Records Material 6/25/19**

1. Letter by Planning Board Chair Steve Sollog
2. Select Board Goals and Objective FY19 and Draft FY20
3. Sample handbook for Town boards/committees/commissions
4. Template for Municipal Affordable Housing Trust
5. Appointment papers for Board of Health applicants
6. Appointment papers for ZBA Alternative Heidi Merlini
7. Application for One-Day Entertainment License: Truro Vineyard of Cape Cod
8. Pan Mass Challenge Bike Route plans
9. Application for Town One-Day Entertainment Licenses: Friends of the Truro Meeting House
10. Curb Cut Application for 3 Priest Road
11. Reappointment papers for: Gary Palmer and Peter Graham – Water Resources Oversight Committee; Gary Palmer – Board of Assessors; Chuck Steinman – Historical Commission; Martin Thomas – Human Services Committee; Mary Abt – Cable and Internet Advisory Committee and Commission on Disabilities; Shari Stahl – Beach Commission; Jane Petterson – Open Space Committee; Michael Forgione – Board of Assessors; John Thornley – Zoning Board of Appeals; David Kirchner – Truro Historical Commission; Nicholas Brown – Shellfish Advisory Commission; Susan Howe – Commission on Disabilities; Eric Mays – Bike and Walkways Committee; Gerry Woodcome and Scott Brazil – Pamet Harbor Commission; Jack McMahon – Conservation Commission
12. Event Notification form for MassDOT for the Annual Harbor to the Bay Bike Ride

