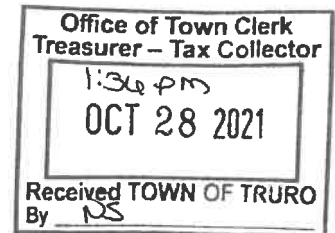


**Select Board Regular Meeting Minutes  
Tuesday, August 10, 2021, at 5:00pm  
Via GoToMeeting Platform**



**Select Board Members Present:** Chair-Robert Weinstein, Vice Chair-Kristen Reed, Clerk-Susan Areson, Member-John Dundas, Member-Stephanie Rein

**Others Present:** Town Manager-Darrin Tangeman, Assistant Town Manager-Kelly Clark, Health/Conservation Agent- Emily Beebe, Susan Kurtzman, Ron Fichtner, Chair Human Services Committee-Martin Thomas

**Public Comment**

Mr. Fichtner wished to make a comment. He would like it posted on the Town website the definition of what an "active" case is, and what would be the criteria of when that case is no longer considered active.

**Public Hearings-None**

**Board/Committee/Commission Appointments**

**Interview and Appoint: Susan Kurtzman-Commission on Disabilities**

Ms. Kurtzman introduced herself and spoke about her desire to join the Commission on Disabilities.

**Member Reed made a motion to appoint Susan Kurtzman to a three-year term with the Commission on Disabilities expiring June 30, 2024.**

**Member Rein seconded.**

**Roll Call Vote:**

**Member Areson-Aye**

**Member Rein-Aye**

**Member Reed-Aye**

**Member Dundas-Aye**

**Chair Weinstein-Aye**

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

**Interview and Appoint: Alan Garelick-Council on Aging Board**

Mr. Garelick was not present. Member Reed asked if this was his third absence, to which other Board members stated it was his second. It was decided to place the interview onto the next Select Board agenda with the proviso that if Mr. Garelick appeared during this meeting they would accommodate him.

**Staff/Committee Updates**

**COVID-19 Staff Report: Emily Beebe, Health & Conservation Agent**

Health/Conservation Agent Beebe introduced herself. She proceeded to give an update.

- Activity rippling from the July 4 period has presented the community with positive test results.
- The Board of Health has issued a masking order amendment including masks being worn at all public establishments as well as outdoor gatherings of 100 persons or more in a public space. The amendment also tightened up guidance for indoor settings, such as restaurants and motels.

- The Board of Health also reviewed the request to hold in-person meetings, indoors, by Boards, Committees, Commissions. The recommendation is not to move meetings indoors at this time. It's recommended that if a meeting is to be held in person, that the meeting be conducted outdoors. That location must be handicapped accessible, in a location that can be recorded, and where the committee and the public can be adequately spaced from one another.

Town Manager Tangeman interjected to say that he's asking any board, committee, or commission that is going to meet to have all unapproved minutes at the first item on their agenda to be in compliance with the Open Meeting Law.

- Truro currently has 5 active cases. Provincetown has 14 active cases.
- She also took the time to explain what classifies a case as being "resolved".
- She reminded people that testing is available for free in Provincetown, every day, from 10-3 at the Veterans Memorial Community Center through August 21. Vaccines are also available at that site, as well as through Outer Cape Health.
- Antigen test kits are available at Town Hall for any business in Truro.

Chair Weinstein asked how an "active" case was categorized. Emily confirmed that a case was considered "active" with a positive test result.

#### **Board/Committee Report: Human Services Committee**

The Chair of the Human Services Committee, Marty Thomas, introduced himself. He stated that the committee fared pretty well through the past year. He explained that they do not meet year-round, that they only meet in the Fall. They received 19 RFPs last year from service organizations of which the committee granted funding to 16 of those. They made a concerted effort this year to eliminate the agencies who they were funding, but at a very small amount. Those receiving small amounts of funding were not providing much service to the Town of Truro. The 16 agencies received a total of \$46,850. Member Areson asked if Chair Thomas could give the audience an idea of some of the grants, and organizations they do fund, and the services that they provide for Truro residents. She continued, asking if the committee had any challenges and what support the Select Board could offer. Chair Thomas gave some examples of agencies who they have funded. He stated that a lot of agencies are asking if the application can be done electronically. As a group, the committee thinks that is a good idea. He asked if that were feasible and how the Select Board could help. Town Manager Tangeman stated that staff could support that ask.

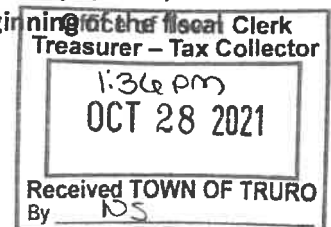
#### **Tabled Items-None**

#### **Select Board Action**

##### **Approve FY2022 Cost of Living Increase for Non-Union Employees and Associated Classification & Compensation Scale**

Town Manager Tangeman stated that while in executive session the Select Board voted unanimously to approve Chief Calise's contract. He then provided some context about changes for this year in relation to the FY2022 reclassification and compensation scale.

**Member Dundas made a motion to approve a 2% cost of living adjustment, and a one-time non-base building payment of \$500 to all permanent, full-time, non-union employees, and a one-time non-base building payment of \$250 to all permanent, part-time, non-union employees as defined in the FY22 Classification and Compensation Scale, for non-union employees, including those permanent non-school employees with individual employment contracts that were effective prior to July 1, 2021, and for said adjustment to be applied retroactively for all current employees to the beginning of the fiscal year.**



year beginning July 1, 2021, and to approve the realignments as proposed in the FY22 Classification & Compensation Scale.

Member Reid seconded.

Roll Call Vote:

Member Areson-Aye

Member Rein-Aye

Member Reed-Aye

Member Dundas-Aye

Chair Weinstein-Aye

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

#### **Present, Review and Approve Town Manager Critical Information Requirements**

Town Manager Tangeman stated that the Board has the most current format plus the additions from the previous meeting with Board members Weinstein, Areson, and Reed. This was brought back so Members Dundas and Rein could give comments and recommendations. Discussion was held and explanations of items were reviewed.

Member Reed made a motion to approve the Town Manager Critical Information Requirements as presented with the suggestions from Member Areson including, "only the department head level" as an amendment.

Member Rein seconded.

Assistant Town Manager Clark asked a clarifying question which Member Reed answered.

Roll Call Vote:

Member Areson-Aye

Member Rein-Aye

Member Reed-Aye

Member Dundas-Aye

Chair Weinstein-Aye

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

#### **Review and Approve Revised Policy 10: Access to Town Counsel**

Town Manager Tangeman went through the policy to show amendments, additions, and strikethroughs. Chair Weinstein noted an error in a MA General Law Chapter and asked that it be corrected. He also expressed concern over having to have a meeting of the Board every time a matter came up to approve a request to approach Town Counsel. He believes it's unnecessary and proposed new language. Town Manager Tangeman explained to the Board the reasons why this policy was being revised.

Member Areson made a motion to adopt the revised Policy 10: Access to Town Counsel with the amendments proposed by Chair Weinstein.

Member Reed seconded.

Roll Call Vote:

Member Areson-Aye

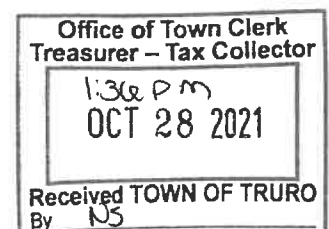
Member Rein-Aye

Member Reed-Aye

Member Dundas-Aye

Chair Weinstein-Aye

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



#### **Review and Approve Committee Policy #65**

Member Reed talked about one addition she wished to be considered. Member Areson would like to hear from other Board members. Member Dundas and Member Rein have no additions.

**Member Reed made a motion to adopt and electronically sign the Policy 65: Committee Policy with the amendment referencing the handbook.**

**Member Dundas seconded.**

**Roll Call Vote:**

**Member Areson-Aye**

**Member Rein-Aye**

**Member Reed-Aye**

**Member Dundas-Aye**

**Chair Weinstein-Aye**

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

#### **Consent Agenda**

**Member Reed made a motion to approve the consent agenda as printed.**

**Member Areson seconded.**

**Roll Call Vote:**

**Member Areson-Aye**

**Member Rein-Aye**

**Member Reed-Aye**

**Member Dundas-Aye**

**Chair Weinstein-Aye**

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

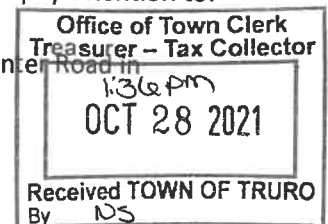
#### **Select Board Reports/Comments**

Member Reed stated the Board had an email from Joan Holt, dated August 6, 2021, requesting that they consider a Policy 54 violation. Member Reed wished to create clarity that Policy 54 is not a mechanism for the public to file complaints against members currently sitting on boards, committee, commissions. If the Board agreed, she'd like staff to send a response to Ms. Holt explaining that Policy 54 is not a mechanism, and that they've received her email and it's been noted. Policy 54 is not an appropriate way to proceed with her complaint. Member Reed wished to give an update based on the discussion the Board had regarding the Truro Newsletter. Upon investigation it was determined that there was a conflict-of-interest violation. In order to move forward she proposed working with staff to create a memo to send to all volunteers on boards, committees, and commissions.

Member Rein gave a summary of a meeting held with the Climate Action Committee, Assistant Town Manager Clark, and Town Manager Tangeman. She also touched upon the community outreach sessions that the Climate Action Committee has been holding. She updated the Board on the Walsh Property Community Planning Committee site visit to the Walsh property.

Chair Weinstein thanked Public Safety, the Bike and Walkways Committee, and everyone who made the Pan Mass Challenge event safe. He stated activities on the Metropolitan Planning Organization have been curtailed due to Covid. He gave some notes on projects he thinks people should pay attention to.

- Transportation Improvement Program-Main Street and Route 6 in Wellfleet.
- Transportation Improvement Program-Intersection of Route 6 and Shank Painter Road in Provincetown.



### **Town Manager Report**

Town Manager Tangeman spoke about three items he wished to convey to the Board.

- He sat down with a coordinator of the Pan Mass Challenge to discuss what can be improved for next year. Concerns were conveyed about Castle Road.
- The Climate Action Committee reached out to him to hold a work session with the Select Board and Staff to assist with the climate action plan they are creating.
- They are looking at reviewing Goals and Objectives at a second Select Board work session. Some potential dates were discussed.

### **Next Meeting Agenda: August 24, 2021-Regular Meeting, Work Session Date-TBD**

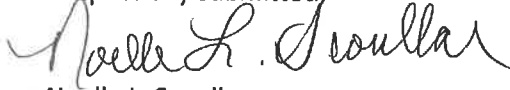
Town Manager Tangeman went over the topics on the August 24<sup>th</sup> agenda.

**Member Reed made a motion to adjourn at 6:55pm**

**Member Dundas seconded.**

**So voted; 4-0-0, motion carries.**

Respectfully submitted,



Noelle L. Scoullar



Darrin Tangeman, Town Manager

Under the Authority of the Truro Select Board

### **Public Records material of 08.10.2021**

1. Application to Serve-Susan Kurtzman
2. Application to Serve-Alan Garelick
3. Town Manager Critical Information Requirements
4. Policy Memorandum #10 and Revised Policy Memorandum #10
5. Draft Policy on Committees
6. Water Service Application-9 Highland Road
7. One Day Entertainment Application/Sunday Commonwealth of Massachusetts License (Vinegrass)
8. (2) One Day Entertainment Applications (Truro Vineyards)
9. One Day Alcohol License Application and Charity Wine License Application (Truro Historical Society)
10. Shellfish License Renewal Application (Dana Pazolt), Aquaculture Regulations, 2021 Annual Report, current Pazolt 5-year Aquaculture License, 2021 Propagation Permit
11. June 8, 2021 Select Board Meeting Minutes

