

Select Board Regular Meeting Minutes  
Tuesday, December 14, 2021, at 5:00PM  
Via GoToMeeting Platform

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

**Others Present:** Town Manager-Darrin Tangeman, Town Clerk-Kaci Fullerton, DPW Director-Jarrold Cabral, Police Chief-Jamie Calise, Charter Review Committee Member-Robert Panessiti, Charter Review Committee Vice Chair-Nancy Medoff, Charter Review Committee Member-Chris Lucy, Kevin Kuechler, Truro Delegate-Sallie Tighe, Health/Conservation Agent-Emily Beebe

Chair Weinstein called the meeting to order at 5:00pm.

#### **Public Comment**

Mr. Kuechler stated there were two reports mentioned regarding the DPW during yesterday's Budget Task Force meeting; a feasibility study from 2020 and an environmental study of Town Hall. The Select Board, and Weston and Sampson, made specific promises to answer the public's questions as the next step of the public process. Mr. Kuechler would be happy to send a summary of those promises to the Select Board and asked that they be discussed and answered over Select Board meetings in the future. The environmental survey of Town Hall affirms that Weston and Sampson has not done any soil or water sampling that reveals any contamination at the site. He also feels that the use of the words "new location" in the DPW CIP makes it appear that the choice of relocation has already been settled. If a decision has already been made, then the Town has gone against some of the promises made at the February 2020 meeting. He asked the Select Board to address these matters on future agendas.

Mr. Lucy referred to the previous speaker's commentary regarding contamination of the wells. He invited people to go back to the well testing, water testing, and site preparation that the Town did when Town Hall was rebuilt. Contamination that was found is still there. No one in Town Hall or at the DPW facility drinks the tap water, they drink bottled water.

Mr. Kuechler stated that the documents Mr. Lucy referenced are not included in the Weston and Sampson survey.

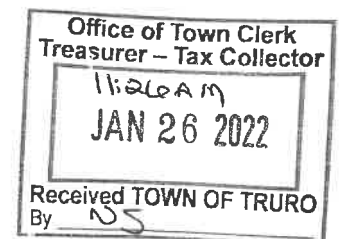
**Public Hearings-None**

**Board/Committee/Commission Appointments-None**

#### **Staff/Committee Updates**

**Charter Review Committee: Discussion of votes regarding 11.22.2021 deliberation on Planning Board elected vs. appointed and deliberation on term limits of 3 vs 5 years.**

Chair Weinstein has watched the recording of the 11.22.2021 Charter Review Committee meeting. The Select Board has asked for the Committee to be present so they can hear from the Committee about why that vote was taken, why they chose to co-join four groups that were



under review, and what was the underlying process by which they reached their decisions. At the most recent Town Meeting there was a desire to explore the issue of whether a board/committee should be appointed or elected and would be addressed in the future. A vote was tabled until the Charter Review Committee had a chance to make recommendations to the Select Board.

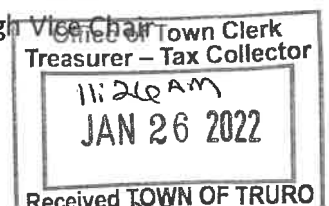
Charter Review Committee Vice Chair Medoff introduced herself. She added that members Panessiti and Lucy were also present. Member Areson asked if the Charter Review Committee had a chance to discuss this issue. Since there is not a quorum, she doesn't know if they can represent the Committee. Vice Chair Medoff stated that they had not had an opportunity to meet as a Committee. Member Panessiti doesn't see any reason why they can't walk the Select Board through the mechanics of what happened. Member Reed reminded everyone that while the Select Board would like a quorum of the Committee to be present, it is not a requirement. The Committee received an invitation from the Select Board via email and there was advance notice to attend. Member Areson thinks if Committee members want to speak as to their personal reflections on what happened, that's up to them. This is not a committee update in its traditional form. Chair Weinstein doesn't think it's inappropriate to hear from the Committee members as long as they are not representing something other than their individual take on the issue.

Vice Chair Medoff stated that the minutes of that meeting have not been approved yet, however the recording of the meeting is available for those who wish to view it. She proceeded to give her view on how things progressed on this particular matter. She spoke of a survey that was sent out to certain Boards/Committees which provided information. At the meeting in question, the data from the survey was reviewed, a motion was made to keep the three Boards/Committees in their current state and that they do not move forward with a recommendation to the Select Board. There was no discussion regarding a 3 vs 5-year term until after the motion was called, seconded, and voted. That recommendation was tabled to the following meeting being held next week. Members of the Committee looked at the data from the survey individually and as a group agreed that the data was not great. They did not go line-by-line and interpret the data.

Member Lucy stated that he had questioned the decision to not recommend. The Committee has not held any public hearings and they have not held discussions as a group. They have not invited the committees in to hear from the Chairs. They have not had a proper vetting of this process. The motion to not recommend came out of nowhere. He feels the Committee has let down the petitioner, the Select Board, and the citizens from Town Meeting. The three dissenting votes were made by the three members attending the meeting tonight. The four votes in agreement were made by the people who are not in attendance to defend their vote, and he feels that is pretty telling.

Member Panessiti stated that as dissenters of the motion their concern was reminding folks what the vote was. The vote was to recommend to the Select Board that there be no changes on those three boards. These three boards have very different dynamics and implications to the Town and lumping them all together doesn't make sense.

Chair Weinstein is troubled by the absence of the other four members. It would be useful to have the entire Committee present to discuss the matter at hand. He thinks it would be appropriate to ask for the entire Committee to attend another meeting. Through Vice Chair



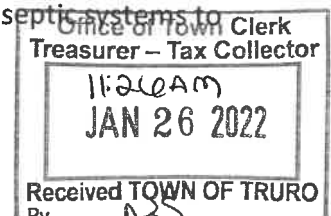
Medoff, he asked that the Charter Review Committee attend the next regularly scheduled Select Board meeting and if they cannot all attend, then the following Select Board meeting should be requested. He stated that the Select Board's Office shall send out an invitation to the Charter Review Committee.

**Update on storm water management projects and water quality.**

- Contract with Scott Horsley who is a water resources consultant and is working with Agent Beebe and DPW Director Cabral to develop a framework for a Water Master Plan.
- Conversations have been had with an engineering firm about planning assistance for a Wastewater Needs Assessment.
- The Village Pond Water Assessment was a project that the Cape Cod Commission worked on. They have issued a report and that's been posted on the Health Department website.
- DPW Director Cabral reviewed a preliminary design of some locations they're looking at to install stormwater infrastructure along Pond Road. He also referred to locations along Cold Storage Beach parking area and further East on private property.
- A quick update on Highland Road was given. He showed the Select Board a Concept Plan for Highland Road drainage retrofit which he will be submitting to MassDOT for Phase II of the Cloverleaf Project.
- Regarding the culvert located on Truro Center Road for Pamet River, the Town has partnered with Cape Cod Conservation District to do the initial engineering study. The USDA is also a part of this and has committed to pay 75% of construction of a new culvert in this location. To get to that point, we need to partner with MassDOT.
- Mill Pond Road is around the corner from Eagle Neck Creek. Right now that's being funded by the Division of Ecological Restoration with the USDA participating in all their meetings. The idea is for the USDA to participate in 75% of the construction. He's waiting for another contract to be awarded to a consultant through DER to move onto the next phase.
- DPW Director Cabral gave quick updates on Eagle Neck Creek and East Harbor.
- Health/Conservation Agent Beebe stated that the Shorefront Management Planning Process with Provincetown, Wellfleet, and Eastham is moving forward with the Center for Coastal Studies.
- The Salt Marsh Migration process is being completed.

Kevin Kuechler asked for some clarification regarding Health/Conservation Agent Beebe's discussion on the nitrogen loading level via impervious road surfaces in the Village Pond area. Health/Conservation Agent Beebe further explained her statements. Member Reed asked for Mr. Kuechler to list his credentials, which he proceeded to do so. It was decided by both Agent Beebe and Mr. Kuechler to continue the conversation offline.

Chris Lucy stated that in Truro, the majority of Zone 1 and Zone 2 areas are based on the wells that go to Provincetown. The majority of people in Truro that have wells on their property serve their own property. He asked if there's been any discussion in Provincetown to set up any kind of a fund to assist with people installing I/A systems or upgrade their septic systems to



protect the Provincetown water system. Mr. Kuechler wished to remind the Board that we collect more than \$50,000 a year from the Provincetown water system for their use of North Union Field and he thinks it would be a great idea to start placing those funds into a fund that would take care of upgrading wastewater treatment systems.

**Select Board in support of Truro Delegate Sallie Tighe voting in favor of moving forward with the next session of the Cape Cod Police Academy.**

Town Manager Tangeman stated that the Regional Assembly of Delegates meets on the 15<sup>th</sup> of December to vote on transferring funds to fund the Barnstable County Police Academy. There have been some issues with funding but there's a significant demand that the region has for the Academy. Chief Calise stated that the final vote was tomorrow. On Cape Cod at the present time there's approximately 50 vacancies on police departments. 11 of those vacancies are on the Outer Cape alone. Applications are down by approximately 60%. Resignations are up 18% and retirements are up 45%. If we had to send recruits to an off-Cape academy, upwards of \$14,000 would be spent in housing costs alone. If the Cape Cod Police Academy, which was originally slated for the winter is not approved by the County anyone we send to the Academy will not return, fully trained, until 2023. If this Academy is not approved, the next available one will be in Plymouth and is nearly full. The need for a Cape Cod academy is critical. Without one, it will be costly for local departments.

Sallie Tighe introduced herself. She assured the Board that the Assembly of Delegates would be voting to recommend Ordinance 21-19.

**Tabled Items-None**

**Select Board Action**

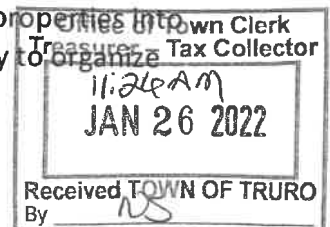
**Review and Approve 2022 Rental Registration Fee**

Town Clerk, Kaci Fullerton, is bringing forth the recommendation to have the rental registration fee remain the same for 2022. The Town is potentially implementing new rental registration software which is a screening tool and an online portal for citizens to register their homes and pay through that portal. The software combs through various websites and flags addresses being rented so the Town can see what is on the market. The Town can then ensure that rentals are compliant. Town Manager Tangeman spoke to the fluctuation of homes which have registered as rentals over the past 10 years. He added that the intent for the software is to improve compliance and identify short-term rentals that have been missed in the past. The fee has been the same since 2015.

Member Dundas asked what the cost of the subscription to the software is. Town Clerk Fullerton stated that the Town would be looking at an annual subscription cost of \$10,000, which in theory would be covered by the additional revenue gained.

Member Areson clarified that the 2022 season would be the first season condominiums would be included. She asked how condominiums would be separated out from that additional revenue. Condominium owners were not charged the rental registration fee in the past. Town Manager Tangeman believes the intent would be to parse that data out.

Member Reed asked if the Town Clerk has thought about ways to try to bring properties into compliance that don't pay the fee but rent (and don't use the internet as a way to organize



their renters because they have decades-long rental history with the same tenants). Town Clerk Fullerton thinks that's a great question, and a valid concern. It will be difficult to capture compliance with every single property that's out there. Her only suggestion is that if it's a known property that gets rented out, we could mail a compliance letter to them along with the census, or with notice to renew dog licenses.

A discussion was held regarding fee increase/decrease of the rental registration. Town Manager Tangeman would like to hold off and give the software one year to analyze the amount of homes registered in 2022.

**Member Areson made a motion to approve the 2022 Rental Registration fee of \$200.**

**Member Reed seconded.**

**Roll Call Vote:**

**Member Rein-Aye**

**Member Areson-Aye**

**Member Dundas-Aye**

**Member Reed-Aye**

**Chair Weinstein-Aye**

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

**Review and Discussion of Policy 66: Town of Truro Public Communications.**

Chair Weinstein's intent was for this policy to be open for discussion rather than red lining what the Board has looked at during their previous meeting. He felt it would be simpler to present his iteration. He did a quick run-through of the bullet points.

Discussion was held with the Board. Members Areson and Reed had amendments, grammatical edits and additions to the Policy. Member Dundas spoke about the policy relating to content and said that he would submit a couple of items to Chair Weinstein. Member Rein thinks they should take a deeper look at the policy and come back to it. Chair Weinstein would like to have a dedicated work session to focus on this policy.

**Letter to the Barnstable County Requesting ARPA Fund Prioritization for Truro and Outer Cape.**

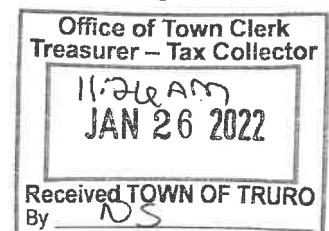
Member Dundas provided some background regarding the draft letter in the packet.

Barnstable County has asked for a prioritization of where this funding should go. The ARPA (American Rescue Plan Act) funds were distributed with the idea that the projects should focus on water, sewer, and broadband infrastructure projects. The letter focuses on what we think the priorities are. The County was given 41 million dollars.

Member Reed had a couple of suggestions, which she elaborated on. Member Areson had some editing comments, she'll submit them to Member Dundas and Town Manager Tangeman. Member Rein agreed with Member Reed's suggestions. Chair Weinstein suggested some additions regarding broadband and the lower Cape communities.

**Member Reed made a motion to accept the amended changes, authorize the Board to sign and submit the letter as soon as possible.**

**Member Rein seconded.**



Member Areson encouraged Board members to submit any changes quickly so that the letter can be wrapped up.

**Roll Call Vote:**

**Member Rein-Aye**

**Member Areson-Aye**

**Member Reed-Aye**

**Member Dundas-Aye**

**Chair Weinstein-Aye**

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

**Implementation of Hybrid Meetings for Multi-Member Body Meeting and Review and Discuss Policy 65: Hybrid Meeting Policy.**

Member Areson took all the comments people had made last week and incorporated them into the draft policy they are reviewing. She pointed out the few changes that she had made. She'd like to approve the policy tonight. She acknowledged that with the new variant she thinks it's unlikely hybrid meetings will be held any time soon. She'd like to come back to the operational protocols after discussion on this portion. Member Dundas broached the subject of what a special circumstance for a hybrid meeting would be. Member Areson specifically left that vague to allow the Town Manager to determine what could be deemed a special circumstance. Member Areson began reviewing the section regarding operational protocol and health requirements. She stated that this section had been tacked onto the draft policy. Last week, the Board agreed that it didn't really belong in the policy because it is specific to Covid. She went on to read an explanatory note which she had given to Town Manager Tangeman, who in turn emailed it to the Board. She feels that while these protocols and requirements are an important part of how the Town does business, they are more about day-to-day operation and scheduling of meetings. She's reworked what the Town Manager had included, and it might be something he'd like to adopt and post as a protocol for right now.

Chris Lucy has read through the draft policy and is wondering how it would actually work. If the Select Board has a hybrid meeting, 3 members show up to Town Hall and the other 2 are remote, some public comes to Town Hall and some show up remotely, how does it all intermingle? Town Manager Tangeman explained that the Town has installed hybrid equipment in both the Community Center and Select Board Chambers. He went on to explain how the equipment works.

**Member Rein made a motion to accept Policy 65: Hybrid Meeting Policy and to allow hybrid meetings to begin as soon as January 1, 2022.**

**Member Areson seconded.**

**Roll Call Vote:**

**Member Areson-Aye**

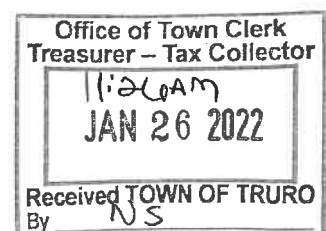
**Member Rein-Aye**

**Member Reed-Aye**

**Member Dundas-Aye**

**Chair Weinstein-Aye**

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



## **Consent Agenda**

Member Areson noted a couple of amendments to the minutes.

**Member Rein made a motion to accept the consent agenda with the amendments to the minutes.**

**Member Reed seconded.**

**Roll Call Vote:**

**Member Rein-Aye**

**Member Areson-Aye**

**Member Reed-Aye**

**Member Dundas-Aye**

**Chair Weinstein-Aye**

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

## **Select Board Reports/Comments**

Member Areson stated that the Local Comprehensive Plan Committee is going to meet on Monday and they're hoping to set a schedule to lay out the public participation portion as the survey wraps up. She spoke about an interview done with Lower Cape TV who will be preparing a piece to encourage people to fill out the survey and participate in the Comprehensive Plan process.

Member Dundas wished to make a general comment of how grateful he is for the Town staff.

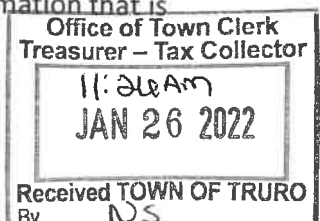
He tries to make an effort to swing by to say hello and be brought up to speed, as he is the newest member of the Select Board. He appreciates the time all the staff takes with him.

Member Rein said that the Walsh Property Planning Committee meeting which was planned for tomorrow has been cancelled. Their next meeting will be January 12, 2022. She encouraged citizens to join the meeting. She's also looking forward to the Commission on Disabilities coming before the Select Board January 11, 2022, to inform them about a program where disabled citizens and families with disabled members will be able to apply for the work off program.

Member Reed wanted to let the Board know that as Ambassador related to their Goals and Objectives for the compensation study that a couple meetings have happened where interviews took place with potential candidates to do the compensation study.

Chair Weinstein met with the Council on Aging Board today. They are struggling with a lack of membership. They currently only have 4 of the required members. Chair Weinstein advised them that they could proceed with their meeting provided no votes were taken. He also pointed them toward the Charter Review Committee because they seem to want to have a Charter change to reduce the membership. If they could get one more person to step forward, then they could have a group of five which would allow them to conduct business with a quorum of three members. He asked for any members of the public who may be interested in serving on the Council on Aging Board to get in touch with Katherine Black or Dan Schreiner.

Chair Weinstein also echoed Member Dundas' comments because he's been in touch with Town staff on a continual basis who help him work through, and gather, information that is necessary. He shared two bits of information:



- The population right now has increased almost 20%. Census figures for the year 2010 were 2,003 and according to the 2020 Census that number has climbed to 2,454.
- He also asked for information about the number of registered voters. That has increased dramatically. In 2010 there were 857 registered voters. In the most recent count this year there are 1,663.

He would hope that with the increase in registered voters, and an increase in the population in general, that people would be encouraged to step forward to fill many of the vacancies on Boards, Committees and Commissions. He also thanked the Harbor Master/Shellfish Constable as there's been great attendance at the Pamet this past (and previous) Sundays. There is a resource there that is thriving due to the efforts of Harbor Master Tony Jackett.

### **Town Manager Report**

Town Manager Tangeman wished to thank Assistant Town Manager Clark, Town Planner Carboni, and other staff for working hard on numerous RFPs with limited staff. He thanked the Select Board for their patience.

### **Next Meeting Agenda: Regular Meeting-January 11, 2022**

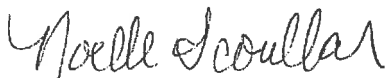
Town Manager Tangeman brought up the agenda for 1.11.2022. He reviewed the various topics. Select Board members asked to add a few topics.

**Member Rein made a motion to adjourn at 8:14pm.**

**Member Rein seconded.**

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

Respectfully submitted,



Noelle L. Scoullar



Darrin Tangeman, Town Manager

Under the Authority of the Truro Select Board

### **Public Records material of 12.14.2021**

1. Communication Policy from Chair Weinstein
2. Draft Policy 66: Town of Truro Public Communications Policy
3. Letter to Barnstable County Commissioner-ARPA Funds December 2021
4. Draft Policy 65: Hybrid Meeting Policy
5. Renewal Application for 2022: Gingerbread House
6. Renewal Application for 2022: Montano's Restaurant
7. Kelp Array for Beach Point Grant Site and Truro ADA Grant Site
8. Select Board Meeting Minutes of 11.16.2021

