



Truro Select Board

Tuesday, September 24, 2019

Executive Session-4:00pm

Regular Meeting-5:00pm

Truro Town Hall - 24 Town Hall Road

EXECUTIVE SESSION: *Move that the Select Board enter into Executive Session under MGL Chapter 30 Section 21 Paragraph 2 to conduct strategy sessions in preparation for negotiations with non-union personnel or contract negotiations with non-union personnel – Fire Chief and reconvene in Open Session.*

1. PUBLIC COMMENT

- A. Open the Regular Meeting
- B. Recognition of Puma Park Playground Refresh Organizers
- C. Public Comment Period - *The Commonwealth's Open Meeting Law limits any discussion by members of the Board of an issue raised to whether that issue should be placed on a future agenda*

2. PUBLIC HEARINGS

- A. Public Hearing and Vote on Fiscal Year 2020 Tax Classification Hearing
Presenter: Jon Nahas, Principal Assessor
- B. Public Hearing and Vote on a Petition from Verizon New England, Inc. to place 1660 feet of buried Conduit and 6 hand holes from pole 82/9 on the southeasterly side of Corn Hill Road, to pole 7/46 on the northerly side of Castle Road, in Truro, MA.

3. BOARD/COMMITTEE/COMMISSION APPOINTMENTS

- A. Review and Appoint Maureen Cronin and Lenore Tenenblatt to the Truro Cultural Council

4. TABLED ITEMS NONE

5. SELECT BOARD ACTION

- A. Update from Health and Conservation Agent
Presenter: Emily Beebe, Health and Conservation Agent
- B. Review and Vote on 2020 Select Board Meeting Calendar
Presenter: Rae Ann Palmer, Town Manager
- C. Discussion and Vote to Appoint Liaison to the Climate Action Committee
Presenter: Maureen Burgess, Vice-Chair
- D. Discussion and Vote to Appoint Two Select Board Members to the Ad Hoc Planning Board/Select Board Committee Reviewing the Existing ADU Bylaw
Presenter: Maureen Burgess, Vice-Chair
- E. Discussion and Vote on Policy #51 Security Cameras Policy
Presenter: Rae Ann Palmer, Town Manager
- F. Discussion and Vote on Policy #63 Select Board's Powers of Appointment
Presenter: Rae Ann Palmer, Town Manager
- G. Approve and Sign Land Development Agreement for Cloverleaf
Presenter: Rae Ann Palmer, Town Manager

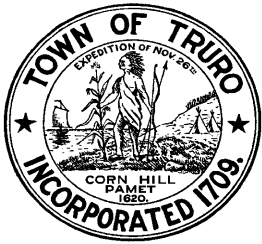
6. CONSENT AGENDA

- A. Review/Approve and Authorize Signature:
 1. One Day Entertainment License for Vinegrass Music Festival at Truro Vineyards
- B. Review and Approve Select Board Minutes- August 27, 2019, and September 10, 2019

7. SELECT BOARD REPORTS/COMMENTS

8. TOWN MANAGER REPORT

9. NEXT MEETING AGENDA: **October 8 and October 22**



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Assessors Department

REQUESTOR: Jon Nahas, Principal Assessor

REQUESTED MEETING DATE: September 24, 2019

ITEM: Tax Classification Hearing pursuant to MGL Ch. 40 S. 56

EXPLANATION:

Every year prior to setting the tax rate, the Board of Selectmen must conduct a classification hearing for the purpose of determining the percentages of the local tax levy for the Fiscal Year and to vote on the tax rate options available to the municipality under the property tax classification statute, MGL Chapter 40, Sec. 56. The hearing is held after the Assessors have determined final values, classified all properties and reported this information to the Department of Revenue for certification. On August 13, 2019, the Department of Revenue certified Truro’s Assessed Values for Fiscal Year 2020. The Assessors herein provide the Selectmen with the information necessary to make classification decisions.

Listed below are the FY2020 & 2019 levy totals by classification from the state report LA-5, allowing a visual of potential impact on the individual class. (The 2020 levy values are currently not certified as the recap process has not yet been completed.)

DOR Code	Municipality	Fiscal Year	Residential Levy	Open Space Levy	Commercial Levy	Industrial Levy	Personal Prop Levy	Total Tax Levy	Res/OS as a % of Total	CIP as a % of Total
300	Truro	2020	\$15,497,135	0	\$682,872	\$12,245	\$199,703	\$16,391,955	94.54	5.46
300	Truro	2019	15,379,962	0	705,317	12,320	199,014	16,296,614	94.38	5.62

1. Classifying the tax rate:

- Classifying the tax rate (Splitting the Tax Rate) means applying the same or different tax rates to different classes of property (residential, open space, commercial, industrial and personal property) according to procedures and formulas set by state

statutes. Truro does not have any property that is classified by DOR as Open Space.

- Voting a residential factor of “1” establishes that the same tax rate is applied to all classes of property at a single rate per thousand dollars of value.
- Voting a residential factor of “.9” would reallocate the tax from the residential and Open Space (by reducing their tax rate 10%) to the Commercial, Industrial & Personal Properties classes (by increasing their tax rate 10%).
- Though the tax rates would differ according to the property class, the total tax levy remains the same.
- At their meeting held on August 22, 2019, the Board of Assessors voted to recommend to vote a residential factor of “1”.

2. Open Space Discount:

- Truro does not have any properties classified (by the Department of Revenue) as Open Space so it would have no effect if the Board of Selectmen should vote on an open space discount.
- The Open Space properties are addressed through conservation restrictions or chapter land exemption.
- At their meeting held on August 22, 2019, the Board of Assessors voted to recommend to vote not to grant an Open Space discount.

3. Small Commercial Exemption:

- This exemption would reallocate the tax within the Commercial and Industrial classes from the small Commercial and Industrial properties (under \$1million valuation & less than 10 employees) to larger Commercial and Industrial properties in Town.
- As Truro has a minimal Commercial/Industrial class, the Small Commercial exemption could cause hardship on some local businesses.
- At their meeting held on August 22, 2019, the Board of Assessors voted to recommend to vote not to grant a small business exemption.

4. Residential Exemption:

- The residential exemption grants an exemption of up to 35% of the average assessed residential property value (\$654,706 for FY20) to residential parcels that are the principal residence of the taxpayer as of Jan 1.
- The intent of the exemption is to promote owner occupancy and is designed to provide a proportionately greater benefit to lower valued homes.
- The residential exemption is a dollar amount of value that is exempt from taxation. For example, in FY2019 a qualified homeowner received \$127,838 (20% of the average residential parcel value in FY2019) deducted from their property's assessed value for purposes of calculating the tax bill.
- The amount of the tax levy paid by the class remains the same, but because of the

exempted valuation, it is distributed over less assessed value resulting in the entire residential class paying a higher tax rate.

- At their meeting held on August 22, 2019, the Board of Assessors voted to recommend to vote to grant a residential exemption in the amount of 20%.

5. LA-5 Signature:

- As part of the annual Recapitulation Report (Recap) being certified by the Department of Revenue, the Assessor is required to inform the Board of Selectmen the amount of the current year Excess Levy Capacity. This is dependent on if the Residential Exemption is adopted and after the vote, the final Excess Levy Capacity amount will be announced.
- At the conclusion of this Classification Hearing, each Select Board member is required to electronically sign the LA-5 Gateway Report as proof of this notification of excess levy capacity, as well as confirmation of the votes taken today.

FINANCIAL SOURCE (IF APPLICABLE):

IMPACT IF NOT APPROVED: The Fiscal Year Tax Recapitulation Report cannot be completed and the new Tax Rate cannot be set in order to generate timely Real Estate Tax Bills.

SUGGESTED ACTIONS:

- On the matter of **classifying the tax rate**,
Motion to approve a residential factor of "1".
- On the matter of an **open space discount**,
Motion to not grant an Open Space discount.
- On the matter of a **small commercial exemption**,
Motion to not grant a small business exemption.
- On the matter of a **residential exemption**,
Motion to grant a residential exemption

If YES....in the amount of _____% (1-35%).

ATTACHMENTS:

1. Legal Notice
2. Recommendations from the Board of Assessors
3. State Tax Form LA-4 which indicates totals by class of the FY2020 certified parcel values
4. FY2020 Truro Residential Exemption Statistics



TOWN OF TRURO

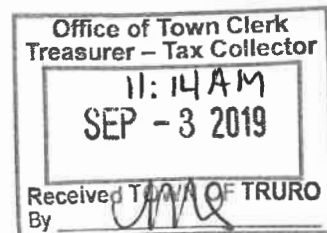
P.O. Box 2030, Truro, MA 02666

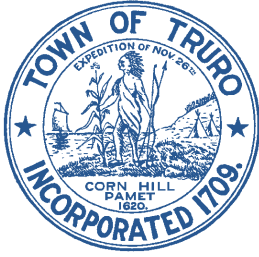
Tel: 508-349-7004, Extension: 110 or 124 Fax: 508-349-5505

**TOWN OF TRURO
PUBLIC NOTICE
TAX CLASSIFICATION HEARING
SEPTEMBER 24, 2019**

Notice is hereby given that the Truro Select Board will hold a public hearing on Tuesday, September 24, 2019 at 5:00 p.m. at the Truro Town Hall, 24 Town Hall Road, Truro, pursuant to MGL Ch. 40, Section 56, for the purpose of determining the percentages of the local tax levy to be borne in Fiscal Year 2020 by each class of property: residential, open space, commercial, industrial, and personal property. The public is encouraged to submit comments in writing to the Office of the Town Manager/Select Board, PO Box 2030, Truro, MA 02666, or in person at the hearing.

Janet Worthington, Chair
Select Board





TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Tel: 508-349-7004, Extension: 110 or 124 Fax: 508-349-5505

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Janet Worthington, Chair
Select Board



TRURO BOARD OF ASSESSORS

24 Town Hall Rd
P.O. Box 2012
Truro, MA 02666
Phone: (508) 349-7004
Fax: (508)349-5505

August 22, 2019

The Town of Truro's Classification Hearing is planned for September 24, 2019.

The Board of Assessors make the following recommendations to the Select Board.

To make a motion:

To Vote a Residential Factor of "1". This would maintain a 100% full value tax for all classes.

To Vote NOT to recommend the granting of a discount for Open Space.

To Vote NOT to recommend the granting of a Small Business Exemption.

To Vote TO recommend the granting of a Residential Exemption in the amount of 20% of the average residential parcel value.

So voted on 8/22/2019

R. Andrew Holman
Gary Salter
Michael R. Forzani

Truro Board of Assessors

ASSESSMENT/CLASSIFICATION REPORT as of January 1, 2019
Fiscal Year 2020

Property Type	Parcel Count	Class1 Residential	Class2 Open Space	Class3 Commercial	Class4 Industrial	Class5 Pers Prop
101	2,111	1,724,110,780				
102	544	173,637,800				
MISC 103,109	138	134,916,700				
104	56	36,380,020				
105	4	2,448,800				
111-125	9	6,767,200				
130-32,106	456	103,480,600				
200-231	0		0			
300-393	82			82,138,300		
400-442	4				1,731,900	
450-452	0				0	
CH 61 LAND	0	0	0	0		
CH 61A LAND	6	7	0	30,370		
CH 61B LAND	0	0	0	0		
012-043	30	10,214,356	0	14,419,474	0	
501	2,147					16,811,810
502	35					1,048,120
503	0					0
504	1					8,498,330
505	2					1,206,200
506	0					0
508	4					681,910
550-552	0					0
TOTALS	5,636	2,191,956,256	0	96,588,144	1,731,900	28,246,370
Real and Personal Property Total Value						2,318,522,670
Exempt Parcel Count & Value					431	159,010,200

For CH 61, 61A and 61B Land: enter the mixed use parcel count in the left-hand box, and enter the 100% Chapter land parcel count in the right-hand box.

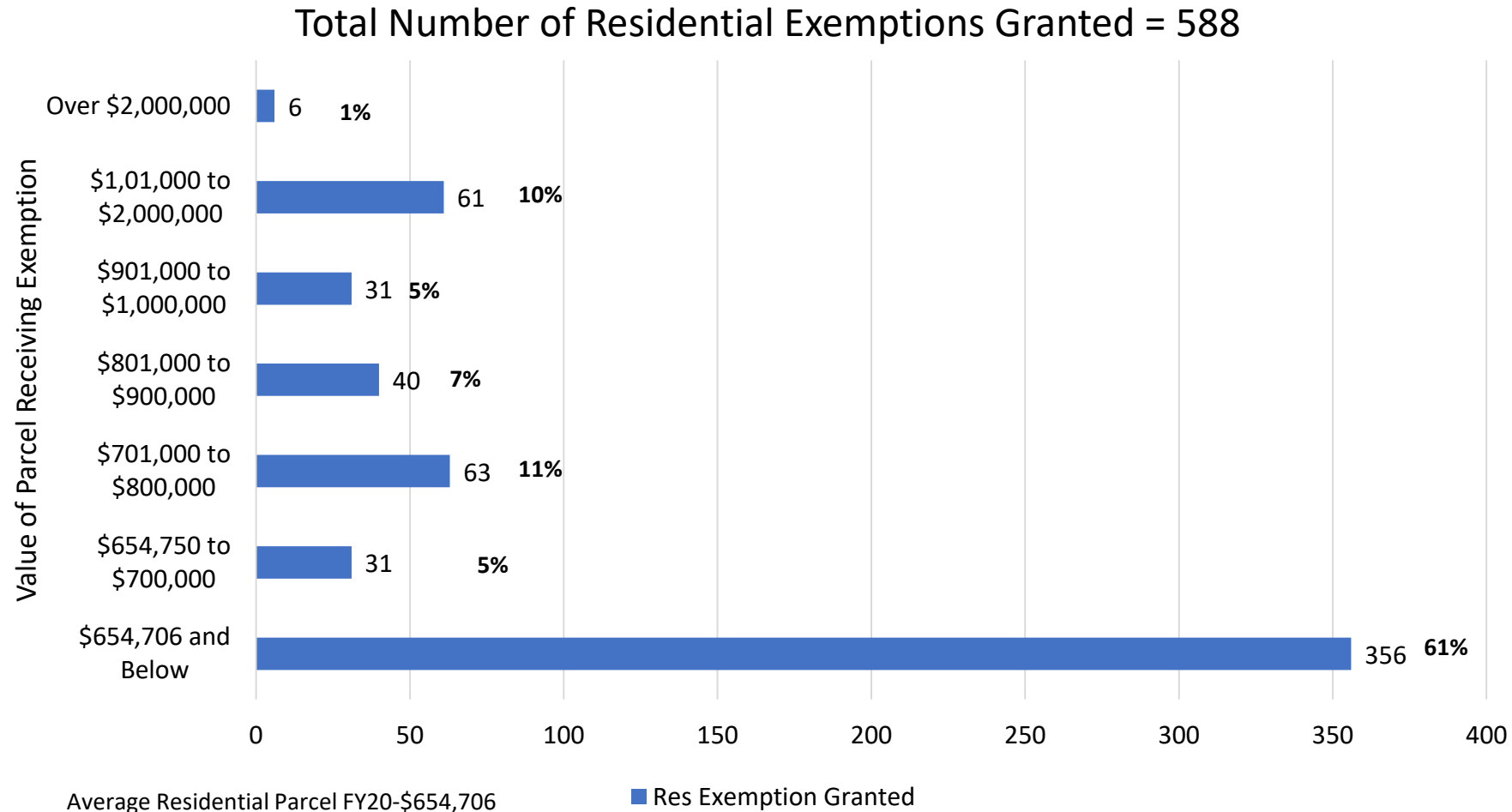
Signatures
Board of Assessors Gary Palmer, Assessor , Truro , Igeiges@truro-ma.gov 508-349-7004 8/12/2019 11:08 AM Jon C Nahas, Principal Assessor , Truro , jnahas@truro-ma.gov 508-214-0917 8/12/2019 8:36 AM Comment: On behalf of the Board of Assessors R. Bruce Boleyn, Assessor , Truro , Igeiges@truro-ma.gov 508-349-7004 8/12/2019 11:03 AM

Comments
No comments to display.

Documents
No documents have been uploaded.

NOTE : The information was Approved on 8/13/2019

FY20 Approved Residential Tax Exemptions



- In FY18 & FY19 Truro elected to adopt a 20% Residential Exemption.
- If adopted-61% of FY20's Residential Exemptions will go to residents at or below the FY20 Average Home value in Truro of \$654,706.



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: September 24, 2019

ITEM: Petition from Verizon New England, Inc.

EXPLANATION: Verizon has submitted a petition to place 1660 feet of buried conduit and 6 hand holes from pole 82/9 on the southeasterly side of Corn Hill Road, to pole 7/46 on the northerly side of Castle Road in Truro, MA as shown on the attached plan. They submitted an application for Administrative Review Permit with the Conservation Commission for review on their September 9th agenda. Subsequently, the permit was approved by the Conservation Commission.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Verizon will not be permitted to move forward with their proposed project.

SUGGESTED ACTION: *Motion to approve the petition by Verizon to place 1660 feet of buried conduit and 6 hand holes from pole 82/9 on the southeasterly side of Corn Hill Road, to pole 7/46 on the northerly side of Castle Road in Truro and authorize the Clerk of the Select Board to sign the Order for Conduit Location.*

ATTACHMENTS:

1. Petition and plan by Verizon
2. Approved Administrative Review Permit by Conservation Commission



385 Myles Standish Blvd
Taunton, MA 02780

PAID
RECEIVED
FEE \$175 CHK 178 8.22.19
Filing
FEE \$10 CHK 179 8.22.19

August 9, 2019

Town of Truro
Select Board
24 Town Hall Rd
P.O. Box 2030
Truro, MA 02666

RCVD 20190823 PM0132
ADMINISTRATIVE OFFICE
TOWN OF TRURO

Dear Select Board,

Attached is a petition for VERIZON NEW ENGLAND, INC. to place 1660' of buried conduit and 6 hand holes from pole 82/9 on the southeasterly side of Corn Hill Road, to pole 7/46 on the northerly side of Castle Road, in Truro, Massachusetts as shown on the attached plan.

Would you kindly consider this petition and return the executed copies.

Yours truly,

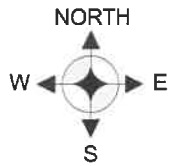
Daryl Crossman
Manager Rights of Way
(774) 409-3191 - Office
(774) 409 -3930 - Fax
daryl.crossman@verizon.com - Email

MUNICIPALITY TRURO VZ. N.E. INC. NO. MA2019-32

VERIZON NEW ENGLAND, INC

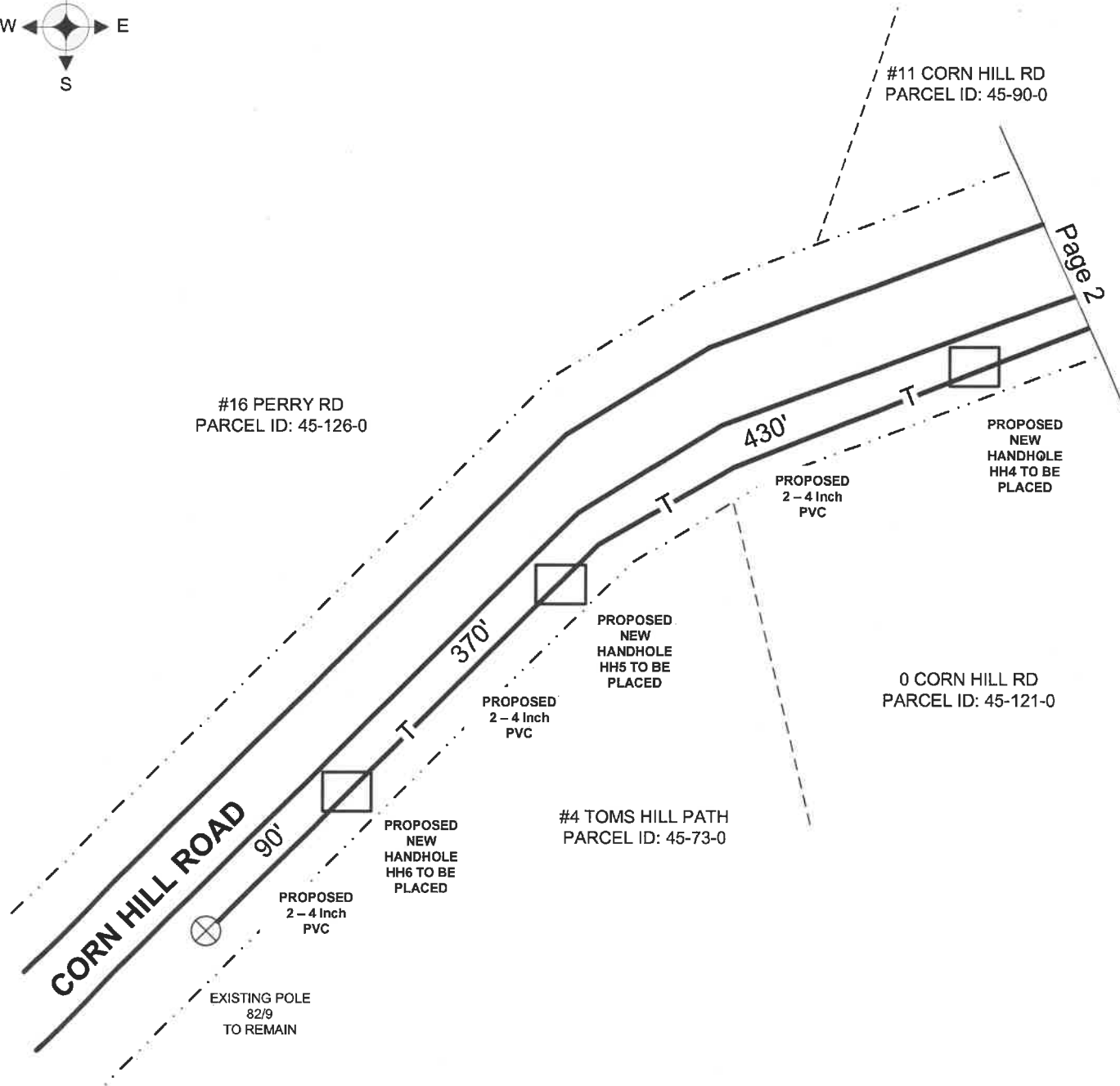
DATE : AUGUST 1, 2019

SHOWING PROPOSED PLACEMENT OF 1660' CONDUIT AND 6 HANDHOLES ON CASTLE ROAD AND CORN HILL ROAD



W E

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LEGEND

NOT TO SCALE

- PROPERTY LINE
- EDGE OF PAVEMENT
- EDGE OF ROADWAY
- EXISTING POLE TO REMAIN
- PROPOSED NEW HANDHOLE TO BE PLACED
- NEW CONDUIT TO BE PLACED

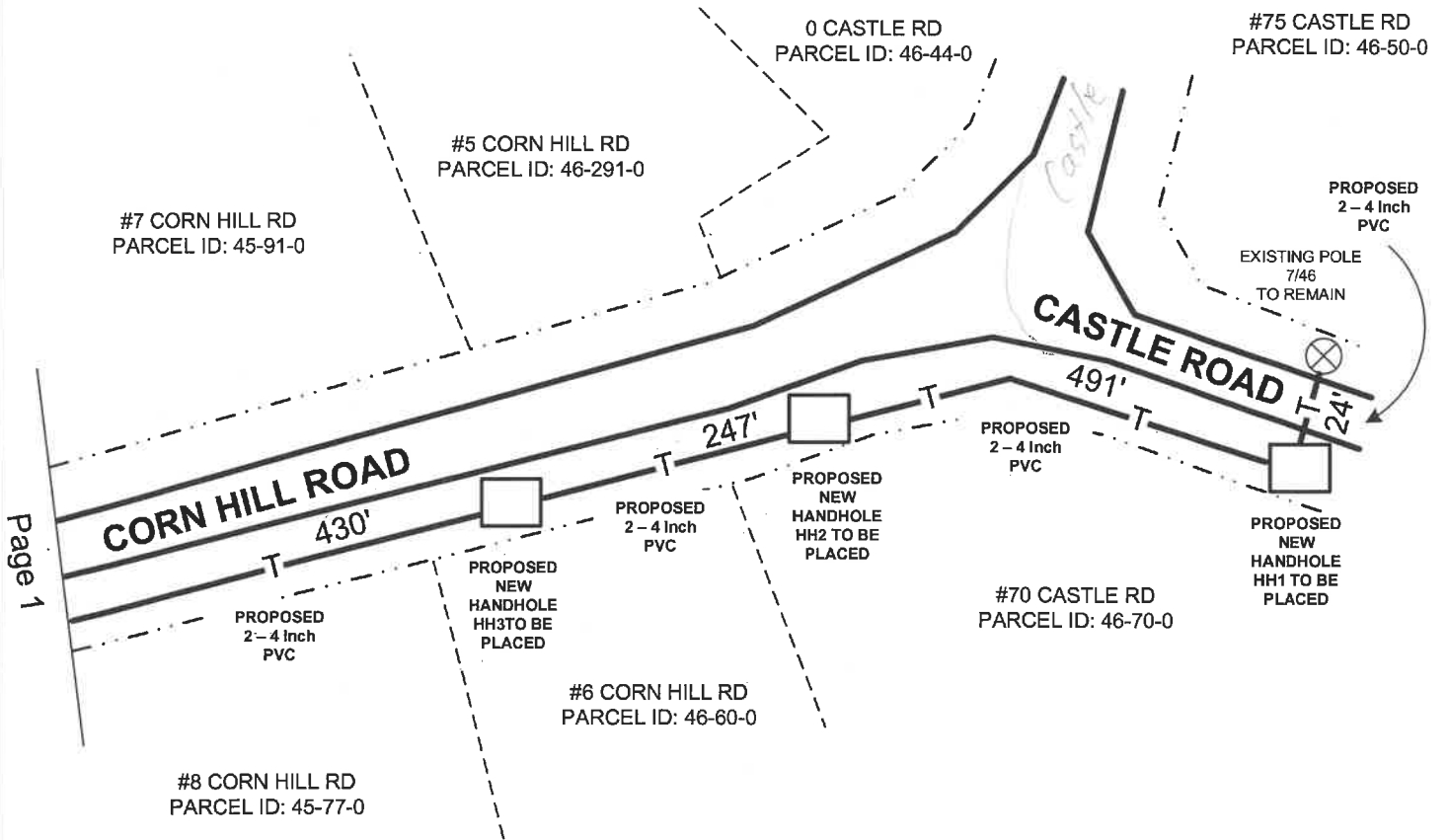
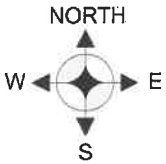
TRURO

VZ. N.E. INC. NO. MA2019-32

VERIZON NEW ENGLAND, INC

DATE : AUGUST 1, 2019

PROPOSED PLACEMENT OF 1660' CONDUIT AND 6 HANDHOLES ON CASTLE ROAD AND CORN HILL ROAD



LEGEND

NOT TO SCALE

	PROPERTY LINE		EXISTING POLE TO REMAIN		PROPOSED NEW HANDHOLE TO BE PLACED
	EDGE OF PAVEMENT		NEW CONDUIT TO BE PLACED		
	EDGE OF ROADWAY				

PETITION FOR CONDUIT LOCATION

To the **Select Board**

of **Truro**, Massachusetts

VERIZON NEW ENGLAND INC. requests permission to lay and maintain underground conduits, with the wires and cables to be placed therein, under the surface of the following public way or ways:

Corn Hill Road to Castle Road:


Place 1660' of new conduit (2 – 4" PVC) and 6 hand holes, predominately situated on the southeasterly side, from pole 82/9 Corn Hill Road - to pole 7/46 Castle Road.

This petition is necessary in order to provide carrying plant needed to extend cable for new facilities.

Also for permission to lay and maintain underground conduits, manholes, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as it may desire for distributing purposes.

Plan marked-VZ N.E. Inc. No. **MA2019-32** dated **August 1, 2019** showing location of conduit to be constructed is filed herewith.

VERIZON NEW ENGLAND INC.

By 
Daryl Crossman
Manager - Rights of Way

Dated this 9 day of AUG, 2019.

ORDER FOR CONDUIT LOCATION

By the Select Board of the Town of **Truro**, Massachusetts.

Notice having been given and a public hearing held, as provided by law,
It is HEREBY ORDERED:

That permission be and hereby is granted VERIZON NEW ENGLAND INC. to lay and maintain underground conduits and manholes, with the wires and cables to be placed therein, under the surface of the following public way or ways as requested in petition of said Company dated the **9th** day of **August, 2019**.

Corn Hill Road to Castle Road:

Place 1660' of new conduit (2 – 4" PVC) and 6 hand holes, predominately situated on the southeasterly side, from pole 82/9 Corn Hill Road - to pole 7/46 Castle Road.

This petition is necessary in order to provide carrying plant needed to extend cable for new facilities.

Substantially as shown on plan marked- VZ N.E. Inc. No. **MA2019-32** dated **August 1, 2019** - filed with said petition. Also, that permission be and hereby is granted said VERIZON NEW ENGLAND INC. to lay and maintain underground conduits, manholes, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as it may desire for distributing purposes.

The foregoing permission is subject to the following conditions:

1. The conduits and manholes shall be of such material and construction and all work done in such manner as to be satisfactory to such municipal officers as it may appoint to the supervision of the work, and a plan showing the location of conduits constructed shall be filed with the Town when the work is completed.
2. In every underground main line conduit constructed by said Company hereunder one duct not less than three inches in diameter shall be reserved and maintained for the limited purpose of attaching one-way low voltage fire and police signaling wires owned by the municipality or governmental entity for public safety purposes only.
3. Said Company shall indemnify and save the Town harmless against all damages, costs and expense whatsoever to which the Town may be subjected in consequence of the acts or neglect of said Company, its agents or servants, or in any manner arising from the rights and privileges granted it by the Town.
4. In addition said Company shall, before a public way is disturbed for the laying of its wire or conduits, execute its bond in a penal sum of Ten Thousand Dollars (\$10,000) (reference being had to the bond already on file with said Town) conditioned for the faithful performance of it duties under this permit.
5. Said Company shall comply with the requirements of existing by-laws and such as may hereafter be adopted governing the construction and maintenance of conduits and wires, so far as the same are not inconsistent with the laws of the Commonwealth.

I hereby certify that the foregoing order was adopted at a meeting of the Select board of the Town of TRURO, Massachusetts, held on the _____ day of _____ 2019.

Selectmen's Clerk

ORDER FOR CONDUIT LOCATION

We hereby certify that on _____ 2019, at _____ o'clock ____ M. at _____ a public hearing was held on the petition of the VERIZON NEW ENGLAND INC. for permission to lay and maintain underground conduits, manholes and connection, with the wires and cables to be placed therein, described in the order herewith recorded, and that we mail at least seven days before said hearing a written notice of the time and place of said hearing to each of the owners of real estate (as determined by the last preceding assessment for taxation) along the ways or parts of ways upon which the Company is permitted to construct the lines of said Company under said order. And that thereupon said order was duly adopted.

Select Board of the Town of TRURO, Massachusetts

CERTIFICATE

I hereby certify that the foregoing is a true copy of location order, and certificate of hearing with notice adopted by the Select Board of the Town TRURO, Massachusetts, on the _____ day of _____ 2019, and recorded with the records of location orders of said Town, Book _____ Page _____. This certified copy is made under the provisions of Chapter 166 General Laws and any additions thereto or amendments thereof.

Attest:

Town Clerk



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

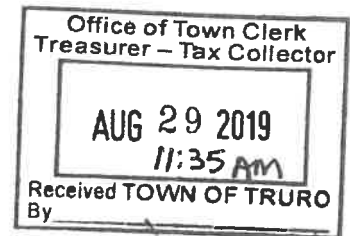
Tel: 508-349-7004, Extension: 110 or 124 Fax: 508-349-5505

Email: ntudor@truro-ma.gov or nscoullar@truro-ma.gov

TOWN OF TRURO PUBLIC HEARING VERIZON CONDUIT AND HAND HOLES

The Truro Select Board will conduct a public hearing on a petition from Verizon New England, Inc to place 1660 feet of buried conduit and 6 hand holes from pole 82/9 on Corn Hill Road to pole 7/46 on Castle Road, Truro, MA. Said hearing will be held on **Tuesday, September 24, 2019 at 5:00 p.m.** at the Truro Town Hall, 24 Town Hall Road, Truro.

Janet Worthington, Chair
Select Board



SEP 03 2019

PERMIT # 2019-73



TOWN OF TRURO

PAID #190

Conservation Commission

24 Town Hall Road
P.O. Box 2030, Truro MA 02666

APPLICATION FOR ADMINISTRATIVE REVIEW PERMIT

Applicant Name: DARYL CROSSMAN Telephone 508-398-5754

Email address: DARYL.CROSSMAN@VERIZON.COM

Owner Name: VERIZON NEW ENGLAND INC. Telephone 508-398-5754

(If the applicant is not the owner of the property, written consent to the work MUST be attached to this Application.)

Address of subject property: SEE ATTACHED Map: _____ Parcel: _____

Description of proposed work: PLACING NEW CONDUIT AND HANDLES FOR CABLE TO PROVIDE UPGRADED SERVICE

Proximity to Resource Areas: STREAM AND WETLANDS ON OPPOSITE SIDE OF ROAD.

CRITERIA FOR ADMINISTRATIVE REVIEW (AR) PERMITS:

PERMIT FEE \$20

Vegetation Projects:

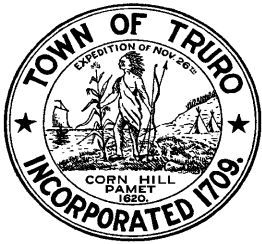
- No removal of vegetation within any inland or coastal wetland resource.
- No uprooting of vegetation.
- No mowing to the ground or clear cutting.
- Any proposed tree removal is demonstrated to be necessary, e.g., to protect existing structures, public safety, traffic visibility, etc.
- Mitigation may be required, i.e., an area to be planted with native species of trees or shrubs.
- Trees for removal must be tagged for inspection.
- No excavation by machinery is required or proposed.

Sheds and Other Construction Projects:

- No construction within any wetland resource except for minimal projects with the consent of the Conservation Agent.
- Any proposed new construction is more than 50' from the edge of resource area.
- No excavation by machinery is required or proposed.
- Foundation for structure shall be concrete blocks, sono tubes, diamond piers
- Repairs or replacement of existing structures remain within the same footprint.
- New structures must be less than 160 square feet.
- Only minimal projects such as biomimicry, sand nourishment, beach grass and planting of native species shall be allowed under this permit

Procedure:

- ✓ The fee shall be submitted with the Administrative Review Application.
- ✓ The Agent shall conduct a site visit, at which time the proposed project must be clearly defined in the field with stakes. Trees shall be flagged.



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: September 24, 2019

ITEM: Applications to Serve - Maureen Cronin and Lenore Tenenblatt to the Truro Cultural Council

EXPLANATION: Maureen Cronin and Lenore Tenenblatt have submitted their applications to serve on the Cultural Council. The Chair of the Cultural Council, Angela Gaimari has endorsed both applicants for membership.

There are currently four active members and four vacancies on the Council. The Cultural Council needs five members appointed in order to be considered a legal council per the Massachusetts Cultural Council, this will ensure that the grant cycle goes smoothly, and the Cultural Council meets all the requirements. The Council should plan to have at least five members in place by September 1, 2019.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The applicants will not be able to participate as members of the Cultural Council and the vacancies will remain open.

SUGGESTED ACTION: *Motion to appoint Maureen Cronin and Lenore Tenenblatt to the Truro Cultural Council for three-year terms, which will expire on June 30, 2022.*

ATTACHMENTS:

1. Application to Serve-Maureen Cronin
2. Application to Serve-Lenore Tenenblatt



TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

Tel: (508) 349-7004 Fax: (508) 349-5505

APPLICATION TO SERVE ON AN APPOINTED MULTI-MEMBER BODY

NAME: MAUREEN CRONIN HOME TELEPHONE: [REDACTED]
 ADDRESS: 1 Chickadee Lane WORK PHONE: [REDACTED] (cell)
 MAILING ADDRESS: PO Box 856 E-MAIL: [REDACTED]
 FAX: _____ MULTI-MEMBER BODY ON WHICH I WISH TO SERVE: MASS Cultural Council

SPECIAL QUALIFICATIONS OR INTEREST: 11 years - Arts Series Program director (1985-1996) Wrote proposals - signed contracts, designed programs, set up concerts and Ohio Arts Council bookings - 2007 - 2018 - Board member, Payomet

COMMENTS: Arts Series - University of Dayton - attended Association of Arts Presenters for nine years - Management Workshops - Artist Care - Program design -

SIGNATURE: Maureen Cronin DATE: 9/4/2019

COMMENT/RECOMENDATION OF CHAIRPERSON OF MULTI-MEMBER BODY (OPTIONAL) _____

SIGNATURE: _____ DATE: _____

INTERVIEW DATE: _____ APPOINTMENT DATE (IF APPLICABLE): _____

From: [Angela Gaimari](#)
To: [Nicole Tudor](#)
Cc: [Noelle Scoullar](#); [Elizabeth Sturdy](#)
Subject: Re: Application for Membership on the Cultural Council
Date: Wednesday, September 4, 2019 12:42:04 PM
Attachments:

The council welcomes Maureen. Her experience is impressive. Thank you.

Angela Gaimari
[REDACTED]
[REDACTED]

On Tue, Sep 3, 2019 at 1:41 PM Nicole Tudor <ntudor@truro-ma.gov> wrote:

Hello Angela,

Please review and comment on your endorsement of Maureen Cronin's Application to Serve on the Truro Cultural Council.

She is available to go before the Board on September 24th for an interview.

Thank you, Nicole

Nicole Tudor

Executive Assistant

Select Board Office

Truro Town Hall

PO Box 2030

24 Town Hall Road

Truro, MA 02666

Direct Line: (508) 214-0925

Extension: (508)349-7004 Ext 110

Fax: (508)349-5505

Email: ntudor@truro-ma.gov



TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

Tel: (508) 349-7004 Fax: (508) 349-5505

REC'D 2019 SEP 10 AM 11:56
ADMINISTRATIVE OFFICE

APPLICATION TO SERVE ON AN APPOINTED MULTI-MEMBER BODY

NAME: LENORE TENENBLATT HOME TELEPHONE: [REDACTED]

ADDRESS: 1 CRANBERRY LANE WORK PHONE: [REDACTED]

MAILING ADDRESS: PO Box 307 TRURO 02666 E-MAIL: [REDACTED]

FAX: _____ MULTI-MEMBER BODY ON WHICH I WISH TO SERVE: _____

TRURO CULTURAL COUNCIL

SPECIAL QUALIFICATIONS OR INTEREST:

WORKING ARTIST, MEMBER OF Castle Hill,
PAAM, Fine Arts Work Center, past President of 249 A ST.
Artist Cooperative (42 unit building) BOSTON MA

COMMENTS:

I am interested in granting money appropriately.

SIGNATURE: Lenore Tenenblatt DATE: 9/10/2019


COMMENT/RECOMENDATION OF CHAIRPERSON OF MULTI-MEMBER BODY (OPTIONAL)

SIGNATURE: _____ DATE: _____

INTERVIEW DATE: _____ APPOINTMENT DATE (IF APPLICABLE): _____

From: [Angela Gaimari](#)
To: [Elizabeth Sturdy](#)
Cc: [Nicole Tudor](#); [Noelle Scoullar](#)
Subject: Re: Application to Serve
Date: Tuesday, September 10, 2019 5:05:29 PM
Attachments: [image001.png](#)

The council would be thrilled to have Lenore become a member. I've known Lenore for five years and she has inspired me to become more involved in the arts on a local level. She really knows the community and her opinions would be helpful in the voting process.

Angela Gaimari


On Tue, Sep 10, 2019 at 12:04 PM Elizabeth Sturdy <ESTurdy@truro-ma.gov> wrote:

Angela,

Attached please find an Application to Serve on an Appointed Multi-Member Body from Lenore Tenenblatt. As Chair, please comment/recommend Lenore for the position on the Cultural Council and email your response back to me at your earliest convenience.

Thank you,

Liz

Elizabeth Sturdy

Elizabeth Sturdy, Office Assistant

Truro Town Hall

Tel: (508) 214-0935

Fax: (508) 349-5505

Email: esturdy@truro-ma.gov



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Health and Conservation

REQUESTOR: Emily Beebe, Health and Conservation Agent

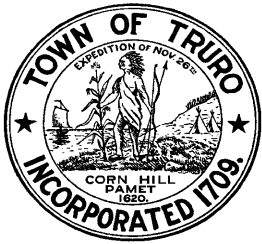
REQUESTED MEETING DATE: September 24, 2019

ITEM: Update from the Health and Conservation Agent

EXPLANATION: A brief update will be provided by the Health and Conservation Agent on Eastern Equine Encephalitis (EEE) and the rat situation. She will brief the Board on upcoming Board of Health action on the Truro Motor Inn scheduled for October 3.

SUGGESTED ACTION: None Required

ATTACHMENTS: None



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Rae Ann Palmer, Town Manager

REQUESTED MEETING DATE: September 24, 2019

ITEM: Review and approve the Board of Selectmen Meeting Dates for calendar year 2020

EXPLANATION: Attached for your review and consideration is the 2020 Select Board Regular Meeting dates. The dates are consistent with the policy of meeting on the second and fourth Tuesday of the month with adjustments for Town Meeting, Annual Election and the Christmas holiday. The Work Session dates will be determined on an ongoing basis and as needed for the months of January through June and September through December.

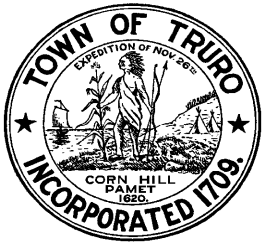
SUGGESTED ACTION: *Motion to approve the Select Board meeting dates for calendar year 2020.*

ATTACHMENTS:

1. Select Board Meeting Dates for 2020

Truro Select Board Meeting Schedule - 2020

<u>HEARING/MEETING</u> (Tues, unless otherwise noted)	<u>Work Sessions</u> (Location and Time TBD)
January 14	
January 28	
February 11	
February 25	
March 10	
March 24	
April 7	
April 21	
Annual Town Meeting - April 28	Annual Town Meeting-April 28
Annual Town Election - May 12	Annual Town Election-May 12
May 13 (Wed)	
May 26	
June 9	
June 23	
July 14	
July 28	
August 11	
August 25	
September 8	
September 22	
October 13	
October 27	
November 10	
November 24	
December 8	
December 22	



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Maureen Burgess, Vice-Chair

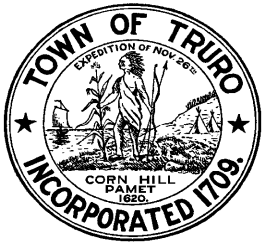
REQUESTED MEETING DATE: September 24, 2019

ITEM: Discussion and Vote to Appoint Liaison to the Climate Action Committee

EXPLANATION: Review and appoint Select Board Member Liaison to the newly formed Climate Action Committee.

SUGGESTED ACTION: *Motion to appoint _____ Select Board Member as Liaison to the Climate Action Committee.*

ATTACHMENTS: None



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Maureen Burgess, Vice-Chair

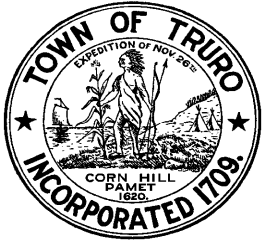
REQUESTED MEETING DATE: September 24, 2019

ITEM: Discussion and Vote to Appoint two Select Board Members to the AdHoc Planning Board and Select Board Committee

EXPLANATION: Review and appoint two Select Board Members to the AdHoc Planning Board and Select Board Committee. This Committee is reviewing the existing ADU Bylaw.

SUGGESTED ACTION: *Motion to appoint _____ Select Board Member and _____ Select Board Member to the AdHoc Planning Board and Select Board AdHoc Committee.*

ATTACHMENTS: None



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Rae Ann Palmer, Town Manager

REQUESTED MEETING DATE: September 24, 2019

ITEM: Discussion and Vote of Select Board Security Cameras Policy #51

EXPLANATION: The Select Board policy on Security Cameras was amended in accordance with discussion at your regular meeting of August 13, 2019. The Policy was reviewed and approved by Town Counsel.

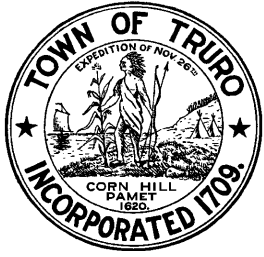
FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: N/A

SUGGESTED ACTION: *Motion to approve Select Board Policy #51 as amended.*

ATTACHMENTS:

1. Select Board Policy #51 Security Cameras



TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

Tel: (508) 349-7004 Fax: (508) 349-5505

POLICY MEMORANDUM #51

Date: June 19, 2012; revised November 14, 2017, September 24, 2019

Subject: **SECURITY CAMERAS POLICY**

To encourage the safety of the citizens, visitors and employees of Truro and to protect Town of Truro property, the Town installs security cameras at various Town facilities in compliance with the following:

The Select Board shall approve in advance of any cameras being installed. Cameras shall only be installed in areas as authorized by law. A current list of camera locations is available through the Administrative Office.

Signage shall be installed notifying the public that security cameras are in use.

Access to the video feed/footage is managed and maintained by the Police Chief. The Chief and Detective Sergeant are the only individuals who will have access to the video recording system and recordings. Access is permitted only on the Police Chief's Town of Truro issued computer and the Detective Sergeant's Town of Truro issued computer. No employee or other individual shall have access to the system on their mobile device or other personal devices. Routine maintenance and functionality checks of the cameras and system will be performed at the police department under the direction of the Police Chief or Detective Sergeant. The IT Director will assume administrative responsibilities for maintenance and repair of the system and cameras. The IT Director will not have regular access to the video recordings.

Except as may otherwise be provided by law, recordings made may be considered public documents in accordance with Public Records Laws (MGL ch. 66, s. 10, et al.). Any access to the system will require approval by the Police Chief. A record of any recordings authorized to be distributed will be maintained by the Detective Sergeant at the direction of Police Chief and will include the date and time that the recording is distributed, the requester's full name, the nature of the request, and the exact date(s), time(s), and camera location recordings requested. Except as may otherwise be provided by law, recordings that are part of any criminal investigation shall not be considered public documents and shall not be available to the public for viewing or recording.

Recordings are maintained on a secure server for 90 days. After 90 days, access to the recording is no longer permitted to any individual, including the Police Chief and Detective Sergeant.

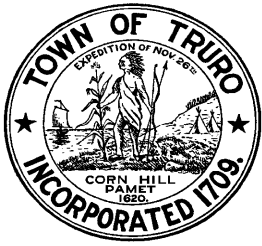
Janet Worthington, Chair

Maureen Burgess, Vice-Chair

Kristen Reed, Clerk

Robert Weinstein

Susan Areson
Select Board
Town of Truro



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Rae Ann Palmer, Town Manager

REQUESTED MEETING DATE: September 24, 2019

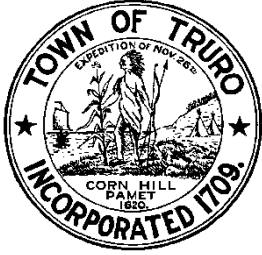
ITEM: Review and Vote of Select Board Policy #63 (Powers of Appointment)

EXPLANATION: As a continuation of the discussion at the work-session held on September 10, 2019, attached is the proposed policy with respect to the Select Board's powers of appointment for review and approval.

SUGGESTED ACTION: *MOTION TO accept proposed Select Board Policy #63 Powers of Appointment as written.*

ATTACHMENTS:

1. Select Board Policy #63 Powers of Appointment



TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

Tel: (508) 349-7004 Fax: (508) 349-5505

POLICY MEMORANDUM #63

Date: September 24, 2019
 Subject: **POLICY ON SELECT BOARD'S POWERS OF APPOINTMENT**

I. Introduction

This policy is created by the Select Board in accordance with Chapter 4, Section 2 of the Truro Charter and establishes the process by which the Select Board may exercise their powers of appointment in accordance with Chapter 4, Section 4-3-1 of the Truro Charter, the General Laws of Massachusetts, and the Truro Personnel Bylaws,

II. Procedures

Effective as of the date this Policy is adopted by the Truro Select Board, the Board shall adhere to the following procedures when appointing the Town Manager, Police Chief or Fire Chief for permanent positions within the Town of Truro:

A. Recruitment of Candidates

1. When a position becomes vacant or will be vacant shortly, or a new position is created, the Select Board shall review the existing job description for the position, with input from the Town Manager, and determine whether it needs to be modified or updated.
2. The Town Manager shall solicit the services of a search consultant on behalf of the Select Board in accordance with MGL c 30B procurement requirements. The Select Board shall interview and select the firm in accordance with MGL c 30B procurement requirements.
3. Working with the selected firm, the Select Board, with staff assistance from the Town Manager, shall prepare a position profile.
4. The Search Consultant shall advertise in appropriate professional publications and newspapers and conduct the recruitment.
5. The Search Consultant shall review all application materials submitted in response to the Position Profile and shall determine the candidates who qualify for further consideration based on merit and fitness.

B. Appointment of Employees

1. The Select Board will appoint a Search Committee comprised of seven to nine individuals including two members of the Select Board, the Town Manager or their representative, and 4-6 community members.
2. Working with the Search Consultant, the Search Committee shall review the qualified applicants and determine how many applicants to interview. The Search Committee shall interview the selected candidates and provide the Select Board with a short list of three to five candidates for their consideration.
3. The Select Board shall receive all recruitment materials and search committee comments on the selected candidates.
4. Each Select Board member shall interview each candidate individually while escorting the candidate to Town Buildings, beaches or points of interest.
5. After completion of the individual interviews, or prior to the interviews, the Select Board shall hold a public reception for the candidates to meet Town staff and community members.
6. The Select Board may elect to host a community meet and greet for the candidates on the evening prior to the Select Board interview to allow community members an opportunity to ask questions to and learn about the candidates.
7. Each candidate will then be interviewed separately at a duly posted and recorded meeting of the Select Board. Each candidate will be asked the same initial questions. To ensure that no advantage is provided to any candidate, the candidates will only be present in the meeting room for their individual interview.
8. The Select Board will reconvene the next day to deliberate on which candidate will be selected. The Board may meet in Executive Session to determine the terms of an initial offer in preparation for contract negotiations.
9. Employment offers will be conditional in nature and will require satisfactory physical exams, drug/ alcohol screens, background record checks and reference verification.
10. The Town Manager will prepare an offer letter on behalf of the Select Board and work with the Select Board and Town Counsel to prepare a contract of employment.

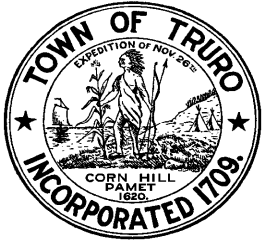
Janet Worthington, Chair

Maureen Burgess, Vice-Chair

Kristen Reed, Clerk

Robert Weinstein, Member

Susan Areson, Member



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Rae Ann Palmer, Town Manger

REQUESTED MEETING DATE: September 24, 2019

ITEM: Approval of Land Development Agreement for Cloverleaf Project

EXPLANATION: The Project Eligibility Letter for the Cloverleaf project was submitted by Community Housing Resource, Inc. to the Department of Housing and Community Development (DHCD). DHCD requested documentation from the Town verifying that Community Housing Resource, Inc has control of the site for development purposes. Town Counsel was asked to prepare an appropriate document that should be ready at the beginning of next week for review and signature. This Project Eligibility letter is the first step in the permitting process.

SUGGESTED ACTION: *MOTION TO approve the land development document and to authorize signature.*

ATTACHMENTS:

1. Land Development Authorization Document – **Not attached, to be provided in advance of meeting.**



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Tel: 508-349-7004, Extension: 110 or 124 Fax: 508-349-5505

6. CONSENT AGENDA

A. Review/Approve and Authorize Signature:

1. One Day Entertainment License for Vinegrass Music Festival at Truro Vineyards

B. Review and Approve Select Board Minutes- August 27, 2019, and September 10, 2019



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: September 24, 2019

ITEM: Approval of a Sunday Entertainment License Sunday, September 29, 2019 Vinegrass Music Festival at Truro Vineyards of Cape Cod, 11 Shore Road.

EXPLANATION: MGL Chapter 140 § 181 provides local authority to license performance events. Peter Fasano, Executive Director and President of Vinegrass has submitted a Sunday Entertainment Application. This will be their 6th Annual Vinegrass Music Festival held at Truro Vineyards, on Sunday, September 29, 2019 from 12:00-6:00pm; <https://www.vinegrass.org/>. The Entertainment application has been reviewed by the Chief of Police. A completed License for Public Entertainment on Sunday has been provided and will be mailed to the State with the required fee upon local approval.

Vinegrass is a non-profit music production company that produces concerts, camps, workshops, and the Vinegrass Music Festival, in order to raise money for their charitable mission. The mission is to provide scholarships to students studying music at an accredited 4-year university, with preference given to study within the American Roots genre. In addition to the scholarships, they subsidize camps and workshops, as well as provide instruments to younger students in need. As the Vinegrass Organization plants their roots fiscally, an annual grant will be awarded to an artist or band in the Rhythm & Roots genre, with a preference to a Cape Cod band/artist.

IMPACT IF NOT APPROVED: Vinegrass will not be able to have a fundraiser event at Truro Vineyards, 11 Shore Road on Sunday September 29, 2019.

SUGGESTED ACTION: *MOTION TO approve the Sunday Entertainment License and Commonwealth of Massachusetts License for Public Entertainment on a Sunday for Vinegrass, Sunday September 29, 2019 from 12:00pm-6:00pm at 11 Shore Road in Truro and to authorize the Chair to sign the applications.*

ATTACHMENTS:

1. One Day Entertainment Application approved by Chief of Police
2. The Commonwealth of Massachusetts License for Public Entertainment on a Sunday



TOWN OF TRURO

Licensing Department

PO Box 2030, Truro, MA 02666

PH: 508-349-7004, Ext. 110 or 124 Fax: 508-349-5505
Email: ntudor@truro-ma.gov or nscoullar@truro-ma.gov

RCVD 2019SEP4 PM2:40
ADMINISTRATIVE OFFICE
TOWN OF TRURO

\$ PAID
#1350 \$25.00
NONPROFIT

Application for an Entertainment License

Weekday Saturday *Sunday

*Please complete the Commonwealth's Public Entertainment on Sunday Application

The undersigned hereby applies for a license in accordance with the provisions of Mass. General Laws, c.140 §183A amended, Ch. 140§181 & Ch.136§4

BUSINESS/ORGANIZATION INFORMATION

PETER FASANO VINEGLASS
Name of Applicant Business/Organization Name

PO BOX 54 DENNIS PORT MA 02639
Mailing Address of Business/Organization

Is this a Non-profit or For-profit Entity (Check the appropriate box) Yes No
If yes, proof of Non-profit status **must** accompany this application

PETER FASANO [Redacted] [Redacted]
Contact Person Phone Number Email

INDIVIDUAL APPLICANT INFORMATION

Individual's Name Mailing Address

Phone Number Email Address

EVENT INFORMATION

SEPT 29, 2017 FUNDRAISER
Day (s)/Date (s) of Event for License to be issued Purpose of Event (example: fundraiser)

Hours of Event (from - to) 12-6

TRURO VINEYARDS 11 SHOLE ROAD Event is: Indoor Outdoor Event
Location (Must provide facility name, if any, street number and name) (Please check applicable box)

TRURO VINEYARDS (KRISTEN ROBERTS) [Redacted]
Property Owner Name and Address Phone number

Seating Capacity: _____ Occupancy Number: _____

N/A Approximate number of people attending 500+
Name of Caterer (if applicable)

If the event is catered please return Caterer Food Service Form to Health Agent at Fax # 508.349.5508

Will an admission fee be collected? Yes No

Will there be a One Day Alcohol License Yes No

If yes; you must also apply for a One Day Alcohol License

Will there be Police Traffic Control? Yes No

ENTERTAINMENT INFORMATION

Type of Entertainment: Please check the appropriate boxes.

Dancing: By Patron By Entertainers No Dancing

Music: Recorded Juke Box Live No Music

Number of Musicians & Instruments (Type) BANDS

Amplified System: Yes No

Shows: Theater Movies Floor Show Light Show
 No Show

Other: Video Games Pool/Billiard Tables (Please indicate quantity) _____

Applicant's Signature

I certify under the pains and penalties of perjury that the above information is true and that I will comply with all applicable regulations of the Town of Truro.


Signature

9.4.19
Date

- A valid entertainment license must be on the premises before the entertainment is commenced.
- No entertainment shall be offered, conducted, or otherwise provided by any establishment licensed under MGL Chapter 140 without first obtaining an entertainment license from the Board of Selectmen.
- Sunday entertainment must be specifically requested and addressed in the permitting process, under MGL 136.
- These regulations are intended to allow the Board of Selectmen to determine the appropriate parameters to limit impacts to the neighbors of the establishment and to the community by the establishment and the entertainment provided therein.
- A copy of the required Fire Safety Inspection Certificate of the facility must be provided, if applicable.
- The Local Licensing Authority may impose restrictions and/or conditions.

Office Use Only

Fee \$50.00

APPROVAL

License No 2019-1260T

Board of Selectmen _____ Meeting Date _____

Police Department  _____ Date _____

Restrictions/Conditions attached to the license by the Board of Selectmen or its Delegate: _____

THE COMMONWEALTH OF MASSACHUSETTS

State Fee, \$ 5.00
 Municipal Fee, \$ 25.00

TOWN OF TRURO



LICENSE

For
 PUBLIC ENTERTAINMENT ON SUNDAY

The Name of the Establishment is TRURO VINEYARDS in or on the property at No. 11 SITOLE RD NORTH TRURO, MA (address)

The Licensee or Authorized representative, PETER FASANO in

accordance with chapter 136 of the General Laws, as amended, hereby request a license for the following program or entertainment:

DATE	TIME	Proposed dancing or game, sport, fair, exposition, play, entertainment or public diversion
<u>9-29-19</u>	<u>11-6</u>	<u>MUSIC FESTIVAL</u>

Hon. _____ Mayor/ Chairman of Board of Selectman, _____ (City or Town)

Fees per occurrence (Individual Sunday(s)): Regular Hours (Sunday 1:00pm – Midnight): \$2.00 Special Hours (Sunday 12:00 am- Midnight): \$5.00. Annual Fee (For Operating on every Sunday in calendar year): Regular Hours (Sunday 1:00pm – Midnight): \$50.00 Special Hours (Sunday 12:00 am- Midnight): \$100.00

This license is granted and accepted, and the entertainment approved, upon the understanding that such entertainment that the licensee shall comply with the laws of the Commonwealth applicable to licensed entertainments, and also to the following terms and conditions: The licensee shall at all times allow any person designated in writing by the Mayor, Board of Selectmen, or Commissioner of Public Safety, to enter and inspect his place of amusement and view the exhibitions and performances therein; shall permit regular police officers, detailed by the Commissioner of Public Safety or Chief of the local Police Department to enter and be about this place of amusement during performances therein; may employ to preserve order in his place of amusement only regular or special police officers designated therefore by the Chief of Police, and shall pay to said Chief of Police for the services of the regular police officers such amount as shall be fixed by him; shall permit at all times to enter and be about his place of amusement such members of the Fire Department as shall be detailed by the Chief of the Fire Department to guard against fire; shall keep in good condition, go as to be easily accessible, such standpipes, hose, axes, chemical extinguishers and other apparatus as the fire department may require; shall allow such members of the fire department in case of any fire in such place, to exercise exclusive control and direction of his employees and of the means and apparatus provided for extinguishing fire therein; shall permit no obstruction of any nature in any aisle, passageway or stairway of the licensed premises, nor allow any person therein to remain in any aisle passageway or stairway during an entertainment; and shall conform to any other rules and regulations at any time made by the Mayor or Board of Selectmen. This license shall be kept on the premise where the entertainment is to be held, and shall be surrendered to any regular police officer or authorized representative of the Department of Public Safety. This license is issued under the provisions of Chapter 136 of the General Laws, as amended, and is subject to revocation at any time by the Mayor, Board of Selectmen, or Commissioner of Public Safety.

Do not write in this box

This application and program must be signed by the licensee or authorized representative of entertainment to be held. No Change to be made in the program without permission of the authorities granting and approving the license.

THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE ON THE PREMISES

DRAFT

**Truro Select Board Meeting
Tuesday, August 27, 2019
Truro Town Hall Select Board'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 Counsel Katherine Laughman

Chair Janet Worthington called meeting to order at 5:00 p.m. An additional private party was filming the meeting. Philip O'Brien said he was recording the meeting for an independent documentary.

PUBLIC COMMENT

Four speakers came forward for public comment. Bill Golden read a statement from One Truro regarding ways to fill vacancies on boards. Michael Holt, representing a group of citizens planning to participate in the Global Climate Strike, presented information on an after-school event open to the public at the Truro Elementary School on September 20, 2019. Peter Manso asked for guidance about licensing for pot farms and was informed that he would have a chance to speak during the portion of the meeting dealing with the Host Community Agreement. Marilyn Adams sought a follow-up on sign postings at surveillance cameras in Town. Ms. Palmer said the Town is working on a policy for the new camera system, monitored by the Police Department.

SELECT BOARD ACTION

Lower Cape Housing Institute

Andrea Aldan, Director of Housing Advocacy from the Community Development Partnership, presented information on the 2019 Lower Cape Housing Institute and invited the Board members to attend it. This year there will be six sessions offered on Wednesdays from October 2nd through November 6th at the Eastham Public Library. The free training is designed for elected and appointed municipal leaders and for Town staff. Truro has been well represented in the past. Ms. Aldan encouraged participation by at least ten Truro members this year. Registration for all or just one session is available online at www.capecdp.org under the "Upcoming Events tab."

Host Community Agreement

Town Counsel Katherine Laughman was present to discuss the Host Community Agreement (HCA) for the High Dune Craft Cooperative that she has been working on with Coop representatives, Town Manager Rae Ann Palmer, and Select Board members Robert Weinstein and Maureen Burgess. The High Dune Coop cannot proceed with state licensing without the HCA with Truro. Attorney Laughman explained the main portions of the HCA for Longnook Artisan Growers, Outer Cape Cannabis Connection, Out There Grown, and Pure Joy Farm. The growers will contribute community impact fees to the Town based on their gross sales: 1% the first year; 2% the second year and 3% years 3-5. Because it is for a cooperative, the agreement

covers the individual operations as well as the whole organization. The community impact fee schedule has a 5-year term. At the end of this period there can be a renegotiation, she said. The applicant will make semi-annual payments. There will be an independent audit reported to the Town. Non-financial provisions include: preference for local hires, payment of local taxes, land classification, security at local and state levels, inspections by Town agents, community impact concerns, protocol in cases of three complaints within a two-week period, and steps for procuring an independent mediator if needed. There remained only one provision that still needed to be negotiated, regarding the proposed distances for determining abutter properties. The Town proposed 600 feet, but the Coop recommended a distance of 300 feet for residential districts and 450 feet for commercial districts. Select Board members Burgess and Weinstein had recommended discussing the issue with the entire Select Board and the High Dune Craft Cooperative before making a decision on the distances.

Attorney Laughman said that the remainder of the agreement concerned permitting regulations, energy, water, waste and pests and environmental best practices, and submission of an annual report. There is language on odor control, an area that might need further discussion. No direct sales to customers are allowed at this time. Direct sales regulations are still under consideration at the state level. Because this could become an allowed activity, the Truro HCA has a provision that any requests for direct sales be submitted for Select Board approval. The Town will submit the required certification to the Cannabis Control Commission but does not promise to act upon any other approvals that are required. The HCA is intended to last as long as the cooperative operates in Truro with the exception of the community impact fee provision which has a five-year limitation. There is a sunset clause that would necessitate renegotiation if licenses and certification are not obtained in a two-year period. Annual reporting is required.

Robert Weinstein thanked Town Counsel, the Town Manager and members of the Coop for the work on the HCA. He discussed the help provided by the Cannabis Control Commission. He said Truro was one of two communities working on licensing growers. He said there are statutory regulations offering guidance on distances. Susan Areson asked that Ms. Laughman explain the next steps.

Attorney Laughman said the Community Host Agreement is the first step in getting a license from the state. She said there are about 100 pages of regulations for state licensing. Once the CHA is completed, a company can begin the state licensing process. Additionally, a company needs to obtain a Special Permit from the Town. The local land use boards have the ability to address local issues.

Kristen Reed asked if the HCA should be more specific about when the annual report is expected from High Dune Craft Cooperative. Susan Areson asked if a public hearing is required for the HCA, but Attorney Laughman said that the Select Board meeting was sufficient.

David Neskey asked when the Town would sign the first agreement. Attorney Laughman said there is no timeline; the Select Board can take as much time as it wants, but approval of the HCA

was the matter under consideration at the meeting. Ms. Palmer said the next step is to go to the state for a license before the Cooperative comes back to Truro for special permitting.

Chair Worthington opened discussion about the distance from abutters, the question that had remained undecided. Slides depicted property with a 300-ft. buffer for abutters and included abutters to the abutters compared to a 600 foot buffer around the subject site at 1 Noons Heights Rd. Another slide depicted a 300-ft buffer and a 600-ft. buffer for 23 Old Bridge Rd.

Peter Manso came forward to ask why abutters have not been provided with these diagrams or the draft HCA. Attorney Laughman discussed the impact of the larger number of properties involved when the abutters to abutters are included in a 600-ft. buffer.

The comparison slides were displayed for 12 Longnook Rd. Christopher Clark asked about the center of the subject properties. Ms. Palmer explained that the area begins from the perimeters of the properties, not the planting area or center of the lot. Ms. Worthington asked for someone from the Cooperative to address the issues of odor and proximity to neighboring properties. Attorney Michael Fee, representing the Cooperative, said cannabis releases terpenes when it is in flower. This causes odor during the growing season, but it is limited to late fall. Some people find the odor pleasant and others find it unpleasant. He said the subcommittee had grappled with the odor issue the most. There is already a nuisance bylaw in existence that allows the Town to investigate and take action. He said the Coop is interested in solving problems with their neighbors, but they want to avoid lawsuits from those who have philosophical differences with the growers, not because they are genuinely impacted by the enterprise. Attorney Fee explained how the Coop arrived at their preferred buffer distances of 300 in the residential districts and 450 ft. in the commercial district.

While working on the HCA, Robert Weinstein said he had had been comfortable with the 300ft. buffer for abutters, with abutters to the abutters included. He commented that the 450-foot proposal for the Winkler property was not unreasonable. He said that the Board of Health and ZBA still decide on what is permissible, but the Town is trying to avoid objections from those who are not abutters or abutters to the abutters.

Peter Manso said there were two factors that had not been included. One was the National Seashore property. The other was consideration was for prevailing wind in the residential zones. Marcia Hakala also was concerned that prevailing winds could carry the odor, which is carried in an oval form, she said.

Maureen Burgess asked Town Counsel about differentiating between residential and commercial zones. Attorney Laughman said that because this is not a zoning bylaw, spot zoning does not come into play.

Janet Worthington said she favors the 600 ft. buffer. Susan Areson said she agreed that 600 feet. for both commercial and residential zones was reasonable. Kristen Reed suggested that the

number of complaints might be increased to 6 if the buffer was increased to 600 ft. Robert Weinstein said he was willing to agree to the 600 ft. buffer, but he wanted to hear from the Cooperative. He worried that there is no test for odor. He mentioned that some cannabis plants have more odor than others. Maureen Burgess said she could support the 600 ft.

Peter Manso said that abutters had been overlooked as third entities in the agreement. He asked if the Town was liable if an abutter brought a lawsuit against a cannabis grower. He asked who would indemnify abutters' property if it was negatively impacted. Town Counsel said that the Town would not indemnify the abutters' property. If someone were to sue the Town, there is a provision in the agreement that the Coop would cover the Town's legal costs, she said.

Attorney Fee said the Cooperative would agree to the 600 ft. buffer but would want the number of complaints that could trigger an investigation increased from three to six. The only other provision was for odor control technology. He said that there were problems with requesting that the Coop grow only low-odor plants because the growers need to meet market demands. Any restriction on the type of plant that they grow was not acceptable. If they have a nuisance complaint, the Cooperative would be willing to employ whatever abatement the mediator requested, but he was against the provision that cedar chips be required from the start.

Maureen Burgess reviewed the provision stating the number of complaints needed to trigger the mediation process. Even if one person came to the Board of Health, they would still have the ability to request an intervention that included an inspection. Town Counsel clarified that there are a few avenues for addressing complaints. One is according to the bylaws and anything specifically imposed upon the operation through a Special Permit. The Zoning Enforcement Official would investigate even for one person. The Health Agent could investigate a complaint that is a Board of Health matter. The other avenue of mediation for what is considered a private nuisance is to proceed with legal action. The Host Community Agreement provision for complaints does not have an impact on any of those three mechanisms, Attorney Laughman said.

Attorney Laughman said that expanding the number of complaints does not necessarily correlate with the expanded number of properties considered as abutters. She said there will be a Site Plan Review by the Planning Board and a Special Permit hearing by the Zoning Board of Appeals that will afford abutters two opportunities to be heard about how the permits for the Cooperative would be conditioned. She said the state regulations for security are very strong.

Ms. Palmer reported on the number of abutters that changed with the larger buffer. Susan Areson considered delaying a Select Board decision on the Host Community Agreement until the next meeting to give members of the community more time to digest what was presented. Kristen Reed said that the HCA provides abutters with a process for addressing complaints. Maureen Burgess said it would be okay to spend more time before coming to a decision.

Robert Weinstein offered some amendments: change "3 written complaints" to "6 or more written complaints" and in odor control technology (page 9) change "shall" to "may" in

accordance with Attorney Fee's request that advance provisions not be mandated. The buffer distance would be set at 600 feet. Mr. Weinstein reiterated that this is a contract, not a regulation or zoning bylaw. The interests of the citizens are being protected by the Cannabis Control Commission in the HCA, he said.

Christopher Clark came forward to ask that community members have time to examine the agreement before the Select Board makes a decision. He compared property in the Seashore with less density of abutters with the other locations. Michael Fee reminded the public that the subcommittee had worked on the Host Community Agreement before bringing it before the entire Select Board, who decides whether or not to approve the agreement. Chair Worthington was concerned that citizens were not comfortable with moving forward with the agreement.

Debra Hopkins said the public voted twice in favor of the cannabis growing business. She said the Cooperative wants to get started. She urged the Board to approve the agreement now so that the growers can move forward. Robert Weinstein said that the Board does not release draft documents to the public for their input. The Select Board is the body that generates and approves contracts. He repeated his amendments for doubling the number of complaints needed to trigger an investigation and mediation and a change in language from "shall" to "may" to indicate that odor control technology may be employed but was not mandated.

Ms. Palmer mentioned that the draft agreement had, in fact, been posted since Friday as a part of the agenda materials for the meeting. She also mentioned that current scheduling would make September 24th the next Select Board meeting to continue the discussion. The Cooperative needs to submit their license request to the state, she said.

Peter Manso wanted it noted for the record that he, as an abutter to the Longnook Rd. Coop site, had not been notified of this meeting.

Robert Weinstein moved to approve the Host Community Agreement with the High Dune Craft Cooperative with the two amendments: raise the number of complaints to 6, and change the language for odor mediation technology from "shall" to "may." Kristen Reed seconded, and the motion carried 5-0.

Kristen Reed expressed her respect and appreciation for the citizens' participation at the meeting but said that it was the Select Board's obligation to make the decision on the Host Community Agreement.

Meeting Schedule

Rae Ann Palmer suggested holding the next work session on Walsh Property process at 2 p.m. on September 10, 2019, taking a break around 4 p.m. before the 6 p.m. Community Conversation about Storm Preparedness at the Community Center. The next regular meeting will be held on September 24, 2019. She asked the Board to consider a schedule change to one work session and one regular meeting each month depending upon business for regular meetings.

CONSENT AGENDA

- A. Review/Approve and Authorize Signature: None
- B. Review and Approve Select Board minutes – August 13, 2019

Kristen Reed moved to approve the Consent Agenda as printed. Robert Weinstein seconded, and the motion carried 5-0.

SELECT BOARD REPORTS/COMMENTS

Robert Weinstein thanked his colleagues and the Town Manager for maintaining their composure at this evening's difficult meeting. Maureen Burgess gave her liaison report from the Charter Review Committee on an effort to make Planning Board an appointed body. An Ad Hoc committee with representatives from the Select Board and the Planning Board will work on development of the Accessory Dwelling Unit (ADU) zoning bylaw, she said. Ms. Burgess asked about ringing the Town Hall bells in support of the Global Climate Strike at 11 a.m. on September 20th. Ms. Palmer said the bells are not functioning properly at this time. Maureen Burgess said she has asked the Truro Meeting House if they would do bell ringing there. She said there that the Cape Cod Commission had sent a notification about grant money from the sales Cape & Islands license plates. It is available to non-profits for a number of purposes. The Town Manager said she was also looking into these micro and major grants for Truro. Susan Areson noted the 20th anniversary party for the Library on Thursday. Kristen Reed requested a proclamation for the upcoming Global Climate Strike. She said that First Citizen's Bank is offering several attractive options through their credit union for buying lots, financing and building ADUs. Janet Worthington discussed Cape-wide rat problem that has reached Truro. She requested that the Health Agent come to speak about rat precautions and the spread of the EEE virus. Ms. Palmer said there are already postings on the Town website about EEE and rats.

TOWN MANAGER'S REPORT

Town Manager Rae Ann Palmer clarified that the Charter Review Committee will be researching other Cape towns to compare appointed and elected Planning Boards. The Charter Review Committee has not yet decided on proposing a Planning Board membership change at Town Meeting. Ms. Palmer said she has been busing with finishing the summer season, planning for fall, and getting ready for interviews to fill vacant positions.

NEXT MEETING AGENDA

Ms. Palmer reviewed the September meetings:
September 10: Work Session on Walsh Property Process at 2 p.m. and the Community Emergency Preparedness Forum at 6 p.m.
September 24: Regular Meeting

ADJOURNMENT

Robert Weinstein moved to adjourn. Kristen Reed seconded, and the motion carried 5-0. The meeting was adjourned at 7:26 p.m.

Respectfully submitted,

Mary Rogers,
Secretary

Janet Worthington, Chair

Maureen Burgess, Vice-chair

Susan Areson

Kristen Reed, Clerk

Robert Weinstein

Public Records Material of 8/27/19

1. Lower Cape Housing Institute PowerPoint presentation
2. Draft Host Community Agreement with High Dune Craft Cooperative
3. 2019 Select Board Meeting Schedule

DRAFT

**Truro Select Board Meeting
Tuesday, September 10, 2019
Truro Public Safety Facility**

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; Stacie Nicole Smith, Associate Managing Director and Senior Mediator of Consensus Building Institute

Chair Janet Worthington called work session to order at 2:07 p.m.

DISCUSSIONS

Walsh Property Committee

Stacie Smith, who had been facilitator for the Walsh Property Forum, discussed the follow-up survey results. They are posted on the Town website on the Select Board page, Assistant Town Manager Kelly Clark said. Ms. Smith had suggestions for moving forward and offered her assistance in designing a plan for the Select Board's approval. For the first stage, an assessment, the Town needs a cross section of the population and the people most enthused about the possibilities for the property, according to Ms. Smith. Town Manager Rae Ann Palmer said a town-wide mailing would elicit responses from a good cross section and include part-time residents.

Stacie Smith made suggestions for application questions to help select representatives and to decide upon the number of members for the committee. She outlined a plan that included: tasks and objectives, principles for the process, composition of the committee, liaisons, criteria for choosing representatives, decision-making parameters, reporting, roles and responsibilities, ground rules for good behavior, and an initial work plan.

As a neutral party, Ms. Smith said she could assist the Town in selecting the best candidates for the advisory committee for the Walsh Property, but she recognizes and values the knowledge that Select Board members bring to the process. Robert Weinstein said he still wants to have more community involvement in order to represent a larger segment of the population. He suggested a fun community event allowing people to walk the property when the Town purchases it. Janet Worthington said that could be included in the next step of outreach. Stacie Smith said a key to community involvement is discussion of particular issues. Kelly Clark supported this with an anecdote regarding school matters. Ms. Palmer said there are already 23 applicants for the committee.

Kristen Reed said zoning issues for the property should be clear in order to help with realistic proposals. Ms. Palmer said preliminary environmental work has been done, also engineering plans, but more studies will be conducted after the Town owns the property.

Ms. Smith will prepare the draft charge, the Town will publicize it on the website, and she will bring the information to a Select Board meeting. She discussed fair representation of the public voice, which is so important to the process. She said members of interest groups should be prepared to come with open minds if they wish to be part of the committee. She recommended a liaison role for the Select Board and the other regulatory boards. The advisory board will host events that invite more community engagement. Ms. Smith suggested using local TV as another means of keeping the public informed. Kristen Reed outlined the additional information she'd like to see on applications for the advisory board. Stacie Smith suggested sharing the bullet points from her presentation and staying in touch with her through e-mail.

Powers of Appointment Policy

Rae Ann Palmer reviewed a new Select Board Powers of Appointment Policy which defines the steps for recruiting, selecting and appointing officials such as Town Manager and the Chief of Police. In the draft she had presented, she provided a few new interviewing options for finalists. She said the Select Board will need to approve the policy at a regular meeting. Ms. Palmer will send out the draft policy for comments and changes by the Select Board, and it will be an agenda item for the next meeting.

ADJOURNMENT OF WORK SESSION

Maureen Burgess moved to adjourn the work session. Kristen Reed seconded, and the motion carried 5-0. The work session was adjourned at 3:24 p.m.

REGULAR MEETING

Janet Worthington opened the regular meeting at 3:35 p.m.

One-day Licenses

Truro Center for the Arts' Prohibition Party

Robert Weinstein moved to approve a one-day Entertainment License and a one-day Alcohol License for Truro Center of the Arts at 3 Edgewood Way for September 15, 2019 from 6:30 to 9:30 p.m. Maureen Burgess seconded, and the motion carried 5-0.

Captain's Choice for Truro Treasure's Block Party

Captain's Choice had applied for a one-day Entertainment License for September 21, 2019 for the Truro Treasure's Block Party.

Kristen Reed moved to approve a one-day Entertainment License for Captain's Choice, 4 Highland Rd., on Saturday, September 21, 2019 from 4 to 7 p.m. Robert Weinstein seconded, and the motion carried 5-0.

Climate Action Proclamation for September 20, 2019

Ms. Palmer displayed the proclamation for Climate Action for September 20, 2019, and Janet Worthington read the text expressing solidarity with Greta Thunberg's call for a global strike.

Susan Areson moved to issue the Climate Action Proclamation for September 20, 2019
Kristen Reed seconded, and the motion carried 5-0.

Adjournment

Robert Weinstein moved to adjourn the regular meeting. Kristen Reed seconded, and the motion carried 5-0.

The meeting was adjourned at 3:33 p.m.

Respectfully submitted,

Mary Rogers, Secretary

Janet Worthington, Chair

Maureen Burgess, Vice-chair

Susan Areson

Kristen Reed, Clerk

Robert Weinstein

Public Records Material of 9/10/19

1. Draft Select Board Policy on Appointments
2. Applications for one-day entertainment license and one-day alcohol licenses
3. Climate Action Proclamation for September 20, 2019