



Truro Board of Selectmen Meeting

Tuesday, June 26, 2018

Executive Session-4:30pm

Regular Meeting – 5:00pm

Truro Town Hall - 24 Town Hall Road

Executive Session: *To discuss strategy with respect to pending litigation in Orleans District Court Docket Number 1826R00124 if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.*

1. PUBLIC COMMENT

- A. Open the Regular Meeting
- B. 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. The Board of Selectmen will hold a public meeting on June 26, 2018 at 5:00 p.m. at the Truro Town Hall, 24 Town Hall Road, to state the Board's Goals & Objectives for the coming fiscal year, review its goals & objectives for the concluding year, and review its accomplishments relative to those goals. This presentation will be followed by a question and answer session led by the Town Moderator.

3. BOARD/COMMITTEE/COMMISSION APPOINTMENTS NONE

4. TABLED ITEMS NONE

5. BOARD OF SELECTMEN ACTION

- A. Approval of Cost of Living Adjustment for Non-Union Employees
Presenter: Rae Ann Palmer, Town Manager
- B. Discussion of Part-Time Resident Advisory Committee First Meeting Agenda and Discussion of Part-Time Resident Annual Meeting Date
Presenter: Maureen Burgess, Vice-Chair and Board Liaison to PTRAC
- C. Discussion regarding the development of 298 Route 6
Presenter: Atty. Andrew L. Singer of the Law Office of Singer & Singer, LLC in Dennisport, MA

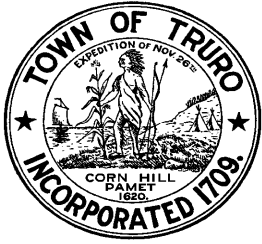
6. CONSENT AGENDA

- A. Review/Approve and Authorize Signature:
 - 1. Entertainment License for Sustainable Cape-Truro Ag Fair, September 2, 2018
- B. Review and Approve Reappointments to: Conservation Commission-Deborah McCutcheon; Bruce Boleyn Board of Assessors, Gary Palmer Truro Representative to the Provincetown Water and Sewer Board
- C. Review and Approve Reappointment of Rae Ann Palmer, Town Manager as Truro's Delegate to the Cape Cod Municipal Health Group and Truro's Representative to the Cape Cod Regional Transit Authority
- D. Review and Approve Reappointments of Gary Sharpless, Mark Wisotzky, and John Bloom as Deputy Shellfish Constables
- E. Review and Approve Board of Selectmen Minutes: June 12, 2018
- F. Review and Approve, and Hold or Release Board of Selectmen Executive Minutes: June 5, 2018

7. SELECTMEN REPORTS AND TOWN MANAGER REPORT

8. SELECTMEN COMMENTS

9. NEXT MEETING AGENDA: Tuesday, July 10 and Tuesday, July 24



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Rae Ann Palmer, Town Manager

REQUESTED MEETING DATE: June 26, 2018

ITEM: Draft Values, Goals and Objectives for Public Hearing

SUGGESTED ACTION: *Report on 2018 Goals and Objectives and to Solicit Comments on FY 2019 Goals and Objectives.*

ATTACHMENTS:

1. Public Hearing Notice
2. FY 2018 Goals and Objectives - 3rd Quarter
3. FY 2019 Final Draft Goals and Objectives



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

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TOWN OF TRURO
PUBLIC HEARING
FISCAL YEAR 2019 BOARD OF SELECTMEN
GOALS & OBJECTIVES

In accordance with the Truro Charter, Chapter 4-2-11, the Board of Selectmen will hold a public meeting on June 26, 2018 at 5:00 p.m. at the Truro Town Hall, 24 Town Hall Road, to state the Board's Goals & Objectives for the coming fiscal year, review its goals & objectives for the concluding year, and review its accomplishments relative to those goals. This presentation will be followed by a question and answer session led by the Town Moderator. All town officials, department heads, and chairs of multi-member bodies shall attend. All interested parties are urged to attend.

Robert Weinstein, Chair
Board of Selectmen
Town of Truro

Fiscal Year 2018 Goals and Objectives

TOWN SERVICES

The Town of Truro will provide efficient and effective municipal services that meet the needs of year-round residents, part-time residents and visitors.

TS1	The Town Manager will present the results of the Shared Services Opportunities Assessment study by December 31, 2017.
<p>Q1: In process.</p> <p>Q3: Matrix Consulting Group has provided a report of their findings to Town Manager Panagore and Town Manager Palmer. Staff is working now to schedule Matrix to present to the Board.</p>	
TS2	The Town Manager will work with the Cape Cod Commission on issues related to parking and transportation and report to the Board quarterly on these issues.
<p>Q1: No progress.</p> <p>Q3: Kristy Senatori, Acting Executive Director of the Cape Cod Commission, was scheduled to provide a Commission update at the March 13, 2018 Board meeting, but the meeting was cancelled due to inclement weather. This update is rescheduled for the May 22, 2018 Board meeting.</p>	
TS3	The Town Manager will continue efforts to relocate the DPW facility and will report on progress. An engineering firm/ consultant will secured by January 31, 2018.
<p>Q1: A draft Request for Qualifications has been prepared by staff and is currently under review. After approval the Request for Qualifications will be advertised for a minimum of two weeks. Requesting to change date certain to January 31 to secure engineering firm/consultant.</p> <p>Q3: The RFQ is ready to be advertised.</p>	

TS4	The Town Manager and Licensing staff will review all policies and procedures regarding licensing approval and renewal and will recommend changes to the Board of Selectmen for adoption of Licensing Rules and Regulations and changes as necessary to Policy Memorandum #14 by March 31, 2018.
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Q1: Town staff has met to review existing procedures and to streamline the licensing process for business owners. Requesting to change date certain to March 31 to complete Policy Memorandum #14 recommended revisions.
 Q3: No new progress.

TS5	The Board of Selectmen will develop a policy that addresses modifications to Town-owned property by January 31, 2018.
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Q1: No progress. Requesting to change date certain to January 31.
 Q3: No progress.

FISCAL MANAGEMENT

The Town of Truro will develop short and long-term fiscal policies that increase revenue from sources other than property taxes and minimize annual budget growth.

FM1	The Town Manager will prepare revenue & expense reports as part of the Budget Task Force process for revenue generating departments.
Q1: In process. Q3: Verbal reporting completed during FY19 budget process.	

FM2	The Board of Selectmen, Finance Committee and Town Manager will define the format and collect data for a five-year strategic plan/forecast for the Town.
Q1: No progress. Q3: No progress.	

FM3	The Town Accountant and Town Manager will develop a fiscal policy manual that covers new accounting requirements including addressing unfunded OPEB liabilities, auditor's recommendations and sound business practices by June 30, 2018.
Q1: Requesting to change date certain to June 30. Q3: In process.	

PUBLIC SAFETY

The Town of Truro will provide high quality and cost effective police, fire and emergency services to residents and visitors in coordination and collaboration with neighboring towns.

PS1	The Town Manager will provide a report on the Community Navigator program by February 28, 2018.
<p>Q1: The Outer Cape Health Services Director of Community-Based Coordinated Care has served as a temporary navigator during their hiring process for the position. He provided a brief report for July through September that shows that of the 25 area residents that were referred to the program, 5 came from Truro.</p> <p>Q3: Town staff from Truro, Wellfleet and Provincetown met with Outer Cape Health on March 29th for a program update. Of the 37 area residents served in the 2nd quarter (July-Dec), 7 came from Truro and of the 51 area residents served in the 3rd quarter (July-Mar), 10 are Truro residents.</p>	
PS2	The Town Manager will provide quarterly reports on public safety.
<p>Q1: Police & Fire Chiefs will be scheduled to present at a January Board meeting. The Town Manager's weekly reports include information from both chiefs as well.</p> <p>Q3: Both chiefs presented at the March 27, 2018 Board meeting, along with Health/Conservation Agent Beebe and DPW Director Cabral. Chief Danziger also introduced the Police Department's newest staff members that evening. The newest Fire Department staff members will attend the May 22, 2018 Board meeting for a pinning ceremony.</p>	
PS3	The Board of Selectmen will extend an offer to a new police chief by June 30, 2018.
<p>Q1: The Board has agreed on a process for hiring a new police chief and is currently appointing members to the Police Chief Search Committee. Information has been forwarded to Badgequest to begin recruitment efforts.</p> <p>Q3: The position was advertised and applications were submitted to Badgequest. The Police Chief Search Committee then completed Pre-Screening Interviews of the top 8 candidates. Of those 8 candidates, 4 were recommended to the Board for final consideration. Final interviews were conducted on May 2nd and an offer was extended to Captain Jamie Calise on May 3rd.</p>	

PS4	The Board of Selectmen and Town Manager will review and revise the existing General Noise Bylaw by February 1, 2018.
Q1: No progress. Q3: No progress.	

COMMUNITY SUSTAINABILITY

The Town of Truro will support policies and programs that:

- **Foster sustainable and appropriate economic development**
- **Create more affordable, year-round places for people to live**
 - **Protect and restore our fragile environment**

CS1	The Board of Selectmen working with the Planning Board will develop zoning by-law changes that will allow for year round condominium use by February 28, 2018 to present at the 2018 Annual Town Meeting.
<p>Q1: Town staff developed a survey regarding year round condominiums which has received 142 responses to date. Town staff also developed a list of recommendations which was forwarded to Town Counsel for review and was presented for the Board's discussion at the November 28, 2017 meeting. Town Counsel is presently preparing the Bylaw for the 2018 Annual Town Meeting.</p> <p>Q3: Article passed at Annual Meeting. Conversions can begin once the Attorney General approves the bylaws.</p>	
CS2	The Board of Selectmen will work with the Planning Board to develop a Town-wide home size zoning bylaw for the Residential District to protect the character of Truro to present at the 2018 Annual Town Meeting.
<p>Q1: The Planning Board is spearheading efforts on this bylaw. They have initiated a survey requesting feedback from community members that is available on the Town website.</p> <p>Q3: An article was drafted, but was ultimately withdrawn by the Planning Board.</p>	
CS3	The Board of Selectmen will work with the Truro Housing Authority to develop a Request for Proposals for development of the Cloverleaf property by June 30, 2018.
<p>Q1: The draft feasibility report was received December 12. Ongoing.</p> <p>Q3: In process.</p>	

CS4	The Board of Selectmen and the Town Manager will support the Truro Housing Authority in their efforts to complete the 2016 draft Housing Needs Assessment and Housing Production Plan and seek approval by the Planning Board, the Board of Selectmen and the Department of Housing & Community Development per 760 CMR 56.03(4) to inform future initiatives and policies that increase the availability of affordable and community housing in the Town of Truro by December 31, 2017.
<p>Q1: The Board accepted and approved the Truro Housing Production Plan at their October 24, 2017 meeting. The Plan has not yet been included on a Planning Board agenda.</p> <p>Q3: The Planning Board voted to adopt the Truro Housing Production 5-1 in favor at their February 21, 2018 meeting and has submitted the Plan to the Department of Housing & Community Development.</p>	

CS5	<p>The Town Manager will continue efforts on the following environmental projects and develop and implement public outreach and education components for them:</p> <ol style="list-style-type: none"> a. Data collection for the restoration of tidal flow to the Pamet River Valley will be completed by August 31, 2017 and modelling will be completed by December 31, 2017. b. The engineering scope of work for repairing the East Harbor culvert and restoring tidal flow to East Harbor will be complete by October 31, 2017 and replacement of the seaward portion of the culvert will be complete by September 30, 2018. c. Additional modelling to complete necessary repairs/improvements to Mill Pond and Eagle Creek will begin by July 31, 2017. The scope of services and plan will be completed by June, 30, 2018. d. A scope of work for engineering services will be completed by September 2017 for Old County Road's culvert. The bid for removal and replacement of the culvert will be awarded by May 31, 2018.
<p>Q1:</p> <ol style="list-style-type: none"> a. Data Collection, and modeling for the Pamet River restoration are ongoing. Work is being performed by U.S Army Corps of Engineers. Technical data regarding septic systems and well information is also under review within the study area. b. The scope of work for East Harbor has been completed and work will begin the third week in December. The seaward section is scheduled for replacement beginning September 2018. c. A bid review for additional modeling and repairs is scheduled for Monday December 18th with the Department of Ecological restoration. The goal is to have a contract awarded for the scope of services by the end of this month. d. The bid specs for a slip line repair of Old County culvert area have been disseminated to four general contractors and we are 	

awaiting the bid results.

Q3:

- a. The location of septic systems and private wells for properties along and near the upper Pamet River were digitized. A total of 59 ground water wells have been reviewed and data has been down loaded, approximately 16 of these wells were located in the immediate vicinity of the Pamet River. A density dependent ground water flow model has been developed with the area of interest extending off shore in both the east and west directions, and to the peaks of the groundwater lenses north and south of the Pamet River.
- b. The scope of work for the seaward end of the East Harbor culvert has been developed by the Woods Hole Group, and the permitting process is underway for both the seaward end and the middle section of the culvert located between Shore Road, and Route Six. Construction on the Seaward end is tentatively scheduled for fall of 2018, while planning, and development of the scope of work for the middle section of the culvert repair project is ongoing.
- c. Department of Ecological Restoration awarded the additional modeling bid to the Woods Hole Group. Modeling is ongoing and scheduled to be complete by June 30, 2018. The completed modeling will demonstrate the most suitable sized culvert for that area.
- d. The slip line repair of the culvert located on Old County Road just south of Prince Valley Road has been completed.
(COMPLETE)

C56

The Board of Selectmen will develop a policy statement that directs users of Town property, roads and facilities to leave said property, roads and facilities in their original condition.

Q1: No progress.

Q3: No progress.

C7

The Board of Selectmen will hold a joint meeting with the Community Preservation Committee prior to the beginning of their funding cycle to share respective priorities in the CPC's focus areas of Affordable Housing, Open Space (Recreation) and Historic Preservation in order to develop a more coordinated effort in these areas by August 31, 2017.

Q1: A joint meeting is being planned for January.

Q3: Board Chair Wisotzky attended CPC meetings and members of the CPC attended the Board of Selectmen's January 23 meeting to discuss funding priorities. Affordable Housing was identified as a funding priority for the upcoming fiscal year.

CS8	In an effort to support economic development, the Board of Selectmen will reorganize the Cable & Internet Advisory Committee by September 1, 2017. The Board of Selectmen will develop a time table for Comcast contract negotiations by December 1, 2017.
<p>Q1: Two new members have been appointed to the Cable & Internet Advisory Committee for a total of three current members. Staff will contact Town Counsel to schedule a meeting between Town Counsel, the Cable & Internet Advisory Committee and any interested Board members to discuss contract negotiations.</p> <p>Q3: No new progress.</p>	

CS9	The Board of Selectmen will work with the Town Manager to research and identify issues regarding aging.
<p>Q1: The Senior Needs Survey was developed and distributed via post cards (referencing the web link) and mailings. The survey closed November 30, 2017 and as of last count, the Town received 470 electronic and written surveys.</p> <p>Q3: Dr. Bluestone presented preliminary findings from the study to Council on Aging Director Susan Travers and Town Accountant Trudi Brazil. We are currently scheduling him for an upcoming Board of Selectmen’s meeting to review his findings.</p>	

COMMUNITY ENGAGEMENT & GOVERNANCE

The Town of Truro will have an open and transparent government that proactively engages and involves the town’s residents.

CEG1	The Town Manager will develop policy regarding social media content and posting across departments by November 1, 2017.
<p>Q1: A draft of the social media policy has been completed and will be reviewed by Town Counsel prior to review by the Board.</p> <p>Q3: Policy 62: Town of Truro Social Media Use Policy was adopted by the Board at the February 13, 2018 meeting. (Complete)</p>	

CEG2	The Town Manager will develop an overall vision and e-communication strategy and plan that will include ways to increase use of the Town’s website, Facebook page and other electronic and social media as a way to communicate with and gather information from residents, property owners and visitors by March 31, 2018.
<p>Q1: In process.</p> <p>Q3: Still in process. Town Manager’s Weekly Reports continue to be posted on the Town website and a “Staff Update” with photos and bios was submitted to the e-Newsletter.</p>	

CEG3	The Board of Selectmen will catalogue and review all of the Board’s Policy Memorandums to identify those in need of update or deletion by adding review of at least 10 policies per month at regularly scheduled meetings in order to complete the review by December 31, 2017.
<p>Q1: As of the December 5th Board meeting, of the 61 policies (which includes one new policy adopted on November 14, 2017), 8 policies remain. A complete update on the remaining policies was provided with the agenda packet at the December 5, 2017 Board meeting.</p> <p>Q3: No new progress on the remaining 8 policies. One of the remaining policies, Policy 28: Curb Cut Policy, will be revised to reflect the changes adopted by the 2018 Annual Town Meeting.</p>	

CEG4	The Board of Selectmen will conduct a thorough review of charges for Boards, Committees and Commissions under its purview by May 31, 2018. This will include: <ul style="list-style-type: none"> a. An assessment of relevance to the current and future work of the Town of Truro. b. Revisions to charges to ensure clarity of purpose, role and authority. c. Consolidation if possible and appropriate. d. Develop incentives for residents to volunteer to serve on Boards, Commissions and Committees.
<p>Q1: Staff has provided some comments. Requesting to change date certain to May 31.</p> <p>Q3: No new progress.</p>	

CEG5	The Board of Selectmen and Town Manager will review the policy regarding filming public meetings and will prioritize meetings for filming.
<p>Q1: The Board discussed this at both October Board meetings and Budget Task Force meetings have been added to the recording schedule.</p> <p>Q3: Budget Task Force meetings were filmed this year, as was Pre-Town Meeting. Meetings of the Board of Selectmen (non-Work Sessions), regulatory boards and Town Meeting continued to be filmed as they had previously.</p>	
CEG6	The Town will create and provide support, training and educational materials to all of our citizen volunteers in order to make our volunteer driven committees and services more effective and compliant with State and Federal regulations by March 30, 2018.
<p>Q1: Training sessions presented by Town Counsel are being scheduled.</p> <p>Q3: Open Meeting Law Training was held by Attorney Riley of KP Law for members of the Select Board, Board of Assessors and Town staff on January 16.</p>	
CEG7	To enhance compliance with the State's public records law, the Board of Selectmen will develop a policy on use of email by Town boards, committees and commissions by December 31, 2017.
<p>Q1: All Town email correspondence with members of regulatory boards/committees/ commissions will solely be through use of Town email accounts effective January 1, 2018.</p> <p>Q3: Town staff contacts members of regulatory boards/committees/ commissions through Town email accounts.</p>	
CEG8	The Board of Selectmen will hold quarterly conversational forums with citizens to gather information on town services.
<p>Q1: No progress.</p> <p>Q3: Logistics of community conversations were discussed at the February 20, 2018 Board work session. No community conversations have been scheduled to date.</p>	

CEG9	The Board of Selectmen will investigate and implement strategies to engage citizens in the budget process, including the possibility of video recording and broadcasting Budget Task Force meetings, changing the time of Budget Task Force meetings, creating improved Budget Task Force reports at Board of Selectmen meetings or at other venues, use of website and social media by October 1, 2017.
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Q1: The Board discussed this at both October Board meetings and Budget Task Force meetings have been added to the recording schedule. Budget Task Force meetings will be summarized at Board of Selectmen meetings. Posts inviting the public to attend the December 18th Budget Task Force meeting were included on social media and on the News & Announcement section of the Town website.

Q3: Budget Task Force meetings were filmed, posted, and announcements about upcoming Budget Task Force meeting were included each week in the Town Manager’s Weekly Report.

CEG10	The Board of Selectmen will hold joint meetings with select groups, boards, committees and commissions on an as-needed basis, including Planning Board, School Committee, Zoning Board of Appeals, Conservation Commission and Board of Health.
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Q1: Planning Board members attended the September 12, 2017 Board of Selectmen meeting to discuss the proposed year-round condominium bylaw, School Committee members and the Superintendent are scheduled to attend the December 19, 2017 Board meeting and a joint meeting with the CPC is being planned for January.

Q3: School Committee Chair Terri Humes and Superintendent Michael Gradone met with the Board on December 19, 2017. Members of the Community Preservation Committee including Committee Chair Deborah McCutcheon attended the January 23, 2018 Board meeting. A joint meeting with the Town of Provincetown Board was held on March 20, 2018.

CEG10	The Board of Selectmen will hold a summer meeting with Part Time Residents to inform and engage them in Town affairs will also be held by September 30, 2017.
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Q1: Part-time residents were invited to a special Board meeting held on August 9, 2017. Completed.

Fiscal Year 2019 Goals and Objectives

TOWN SERVICES

The Town of Truro will provide efficient and effective municipal services that meet the needs of year-round residents, part-time residents and visitors.

TS1	The Town Manager will continue to explore and implement shared services with our neighboring Outer Cape communities and report on these efforts quarterly and the Board of Selectmen will hold joint meetings with its Outer Cape counterparts.
TS2	The Town Manager will work with the Cape Cod Commission, MassDOT and other relevant agencies on issues related to parking and report to the Board quarterly on these efforts.
TS3	In an effort welcome and encourage new business, the Town Manager and Licensing staff will review licensing procedures, approval and renewal and will recommend changes to the Board of Selectmen.
TS4	The Board of Selectmen will develop a policy that addresses modifications to Town-owned property.
TS5	The Town Manager will evaluate Council on Aging services and will identify trends in the needs of older adults in the community (including issues of loneliness and housing) and will make recommendations for changes.

FISCAL MANAGEMENT

The Town of Truro will develop short and long-term fiscal policies that increase revenue from sources other than property taxes and minimize annual budget growth.

FM1	<p>The Board of Selectmen, Finance Committee and Town Manager will define the format and collect data for a five-year financial forecast for the Town.</p> <p>So that the budget can be better communicated to and informed by the citizens, the Board of Selectmen and Town Manager, working with the Finance Committee, will re-design the budget development format and process to include the identification of appropriate budget tools, a citizen forum in the fall and a separate budget hearing in the spring.</p>
FM2	<p>The Board of Selectmen will present a Home Rule Petition to voters at either the fall 2018 Special Town Meeting or the 2019 Annual Town Meeting that would create a local 0.5% real estate transfer tax that would fund the Capital Improvement Stabilization Fund.</p>
FM3	<p>The Town Manager will provide a budget format recommendation to the Board for the FY2020 budget development process.</p> <p>RECOMMEND TO REMOVE (Included in FM1)</p>
FM4	<p>The Board of Selectmen, Finance Committee and Town Manager will hold a community forum on the development of the FY2020 budget in order to educate and gain information from citizens that will also inform the FY2020 budget.</p> <p>RECOMMEND TO REMOVE (Included in FM1)</p>
FM5	<p>The Board of Selectmen, Finance Committee and Town Manager will hold a community forum on the final proposed FY2020 budget prior to Town Meeting.</p> <p>RECOMMEND TO REMOVE (Included in FM1)</p>

PUBLIC SAFETY

The Town of Truro will provide high quality and cost effective police, fire and emergency services to residents and visitors in coordination and collaboration with neighboring towns.

PS1	The Board of Selectmen and Town Manager will review and revise the existing General Noise Bylaw.

PS2	The Board of Selectmen, working with the Town Manager and Emergency Management Director, will develop an initiative for neighborhood storm teams for natural disasters.

DRAFT

COMMUNITY SUSTAINABILITY

The Town of Truro will support policies and programs that:

- Foster sustainable and appropriate economic development
- Create more affordable, year-round places for people to live
 - Protect and restore our fragile environment

CS1-E ENVIRONMENTAL	<p>The Town Manager will continue efforts on the following environmental projects and develop and implement public outreach and education components for them:</p> <ol style="list-style-type: none"><i>Pamet River Tidal Flow Restoration & Watershed Study:</i> This tidal restoration project will allow the Town to evaluate several different culvert model scenarios. Modelling of initial data will be complete by fall 2018. As a result of the 2018 storm impacts, follow up modelling will be completed by April 1, 2019. A public update will be presented in the summer of 2018.<i>East Harbor Culvert Replacement:</i> Replacement of the seaward portion of the culvert at East Harbor will be complete by October 31, 2018. Evaluation of the scope of work for the culvert section between Route 6 and Shore Road will be complete by June 30, 2019.<i>Mill Pond and Eagle Creek Repairs & Improvement:</i> Additional modelling to complete necessary repairs/improvements to Mill Pond and Eagle Creek will begin by July 31, 2017. The scope of services and plan will be completed by June 30, 2018. Bid process for the project will be advertised by April 1, 2019.<i>Little Pamet Watershed Study & Culvert Repair:</i> Use 2018 Association for the Preservation of Cape Cod assessment to identify the necessary repairs/improvements for the Little Pamet culvert and to identify the scope of work for the whole system in order to identify appropriate resiliency funds for identified improvements.<i>Coastal Management:</i> The Town Manager will direct staff to explore costs and scope of developing a comprehensive shorefront management plan to improve coastal resiliency for the bay shoreline.
CS2-E ENVIRONMENTAL	<p>In an effort to improve water quality and as initial steps in the development of a comprehensive wastewater management plan:</p> <ol style="list-style-type: none">The Town Manager will direct staff to develop a plan for the annual reduction of cess pools.The Board of Selectmen and the Town Manager will continue discussions with Provincetown to explore the potential of extending the sewer line down Shore Road.

<p>CS3-E ENVIRONMENTAL</p>	<p>Study and evaluate municipal energy initiatives for 20% energy reduction. To maintain the designation of “Green Community,” Town staff will continue to work with Cape Light Compact and Department of Energy Resources to identify ways to save energy to achieve annual energy savings beyond the 15% reduced since 2011.</p>
<p>CS4-E ENVIRONMENTAL</p>	<p>The Town Manager will review sites in town that could potentially serve as an aquaculture nursery.</p>
<p>CS5-H HOUSING</p>	<p>Research and develop ideas for home rental or ownership for people at 120% AMI, with specific consideration of municipal workers and elderly. The Board of Selectmen will hold a joint work session meeting with the Truro Housing Authority to develop ideas for home rental or ownership for people at 120% AMI, with specific consideration of municipal workers and elderly.</p>
<p>CS6-H HOUSING</p>	<p>The Board of Selectmen will present a Home Rule Petition to voters at either the fall 2018 Special Town Meeting or the 2019 Annual Town Meeting that would allow for expansion of the Residential Tax Exemption to property owners that rent year round.</p>
<p>CS7-H HOUSING</p>	<p>Modify ADU bylaw to make it By-right and/or develop an Amnesty program. The Board of Selectmen will present zoning bylaw changes that will encourage ADU development at the 2019 Annual Town Meeting.</p>
<p>CS8-H HOUSING</p>	<p>The Board of Selectmen and Town Manager will identify additional funding sources for the Affordable Housing Trust that do not affect the tax rate in order to further support the development of a wide range of affordable and community housing in Truro.</p>

CS9-ED ECONOMIC DEV.	The Board of Selectmen will explore ways to make Truro a better place for small businesses through discussions with business representatives and zoning amendments supporting small-scale development proposals.
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CS10-ED ECONOMIC DEV.	The Town Manager will work with the Cape Cod Commission to explore ways to improve the Truro and North Truro Village Centers.
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CS11-ED ECONOMIC DEV.	In an effort to support economic development, the Board of Selectmen, Town staff, and Town Counsel will develop a time table for Comcast contract negotiations.
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CS12-ED ECONOMIC DEV.	The Board of Selectmen will work with the Chamber of Commerce to develop a welcome kit for new residents and prospective businesses.
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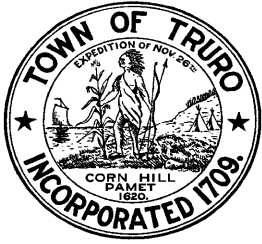
COMMUNITY ENGAGEMENT & GOVERNANCE

The Town of Truro will have an open and transparent government that proactively engages and involves the town's residents.

CEG1	<p>The Town Manager will develop an overall vision and e-communication strategy and plan that will include ways to increase use of the Town's website, Facebook page and other electronic and social media as a way to communicate with and gather information from residents, property owners and visitors; as well as to provide information to the community about the working of municipal government.</p> <p>In an effort to better communicate with and gather information from citizens and visitors of Truro, the Town Manager will:</p> <ul style="list-style-type: none"> a. Implement the Alert Truro notification system b. Review and modify the Town website so that information and documents are organized more clearly.
CEG2	<p>The Board of Selectmen will conduct a thorough review of charges for Boards, Committees and Commissions under its purview by _____. This will include:</p> <ul style="list-style-type: none"> a. An assessment of relevance to the current and future work of the Town of Truro. b. Revisions to charges to ensure clarity of purpose, role and authority. c. Consolidation if possible and appropriate. d. Develop incentives for residents to volunteer to serve on Boards, Commissions and Committees.
CEG3	<p>As part of the Local Comprehensive Planning process, the Board of Selectmen, Town Manager and Local Comprehensive Plan Committee will conduct an outreach, organizing and information gathering process that will engage citizens in the planning process and include the development of community-wide vision, mission and goals.</p>
CEG4	<p>The Board of Selectmen and Town Manager will establish a recognition program to identify and thank volunteers and staff.</p>

CEG5	The Board of Selectmen will create an informational manual for the Board of Selectmen and other citizen volunteers in order to help them be more effective in their role.

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TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Rae Ann Palmer, Town Manager

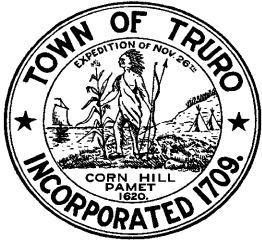
REQUESTED MEETING DATE: June 26, 2018

ITEM: FY2019 Cost of Living Adjustment for Non-Union Employees

EXPLANATION: With the near completion of union contract negotiations, the cost of living adjustment for the non-union employees for fiscal year 2019 must be determined. The proposed adjustment is 2% in accordance with the allowances granted to the unions. The 2% increase was included in the 2019 Budget that was approved at Town Meeting in April.

SUGGESTED ACTION: *Move to approve a 2% cost of living adjustment for Non-Union Employees.*

ATTACHMENTS: None



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Rae Ann Palmer, Town Manager

REQUESTED MEETING DATE: June 26, 2018

ITEM: Part-Time Resident Advisory Committee First Meeting Agenda and Discussion on the Annual Part-Time Resident Meeting

EXPLANATION: The first meeting date that the members of the Part-Time Resident Advisory Committee Members could attend as a full complement of members is Monday July 2nd. The draft meeting Agenda is attached for inclusion of any additional items.

In addition to review of the committee agenda, it is time to have a discussion on the date of the Annual Part-Time Resident Meeting with the Board of Selectmen at the Community Center.

SUGGESTED ACTION: MOTION TO *approve the draft Part -Time Resident Advisory Committee Meeting Agenda as proposed or the draft Part -Time Resident Advisory Committee Meeting Agenda with revisions.*

MOTION TO approve _____ (date) for the Annual Part-Time Resident Meeting to be held at the Truro Community Center.

ATTACHMENTS:

1. Draft Agenda for July 2nd

Town of Truro

PO Box 2030, Truro, MA 02666
Tel: 508-349-7004 Fax: 508-349-5505

PUBLIC MEETING NOTICE

NAME OF BOARD/ COMMITTEE: Part-Time Resident Advisory
Committee

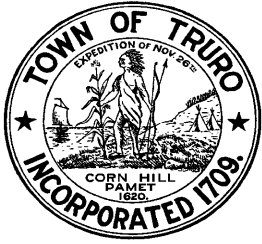
DATE OF MEETING: Monday July 2, 2018

TIME OF MEETING: 10:00am

LOCATION OF MEETING: Truro Town Hall
24 Town Hall Road

AGENDA TOPICS:

1. Introductions and Personal History with Truro
2. Review of Committee Charge
3. Goals of the Committee/ Mission Statement
4. Election of Officers
5. Communication/ Open Meeting Law/ Quorum
6. Calendar
7. New Business Topic suggestions/ Priorities/ Input from part time residents
8. Next Meeting Date/Agenda



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant, on behalf of Erin and Dan Silva

REQUESTED MEETING DATE: June 26, 2018

ITEM: Discussion regarding the development of 298 Route 6.

EXPLANATION: Erin and Dan Silva have proposed development of the parcel at 298 Route 6 as a Tradesman Park South. The preliminary plan is attached. The Planning Board has referred this to the Cape Cod Commission for a Development of Regional Impact review. The Silva's requested an opportunity to provide information to the Board about this project. They will be in attendance to discuss the project with you.

SUGGESTED ACTION: No motion, discussion only

ATTACHMENTS:

1. Site Plan
2. Letter of support from citizens/businesses

SITE PLAN

SHOWING EXISTING CONDITIONS AND PROPOSED COMMERCIAL DEVELOPMENT

298 STATE HIGHWAY - ROUTE 6 TRURO, MA

PREPARED FOR:

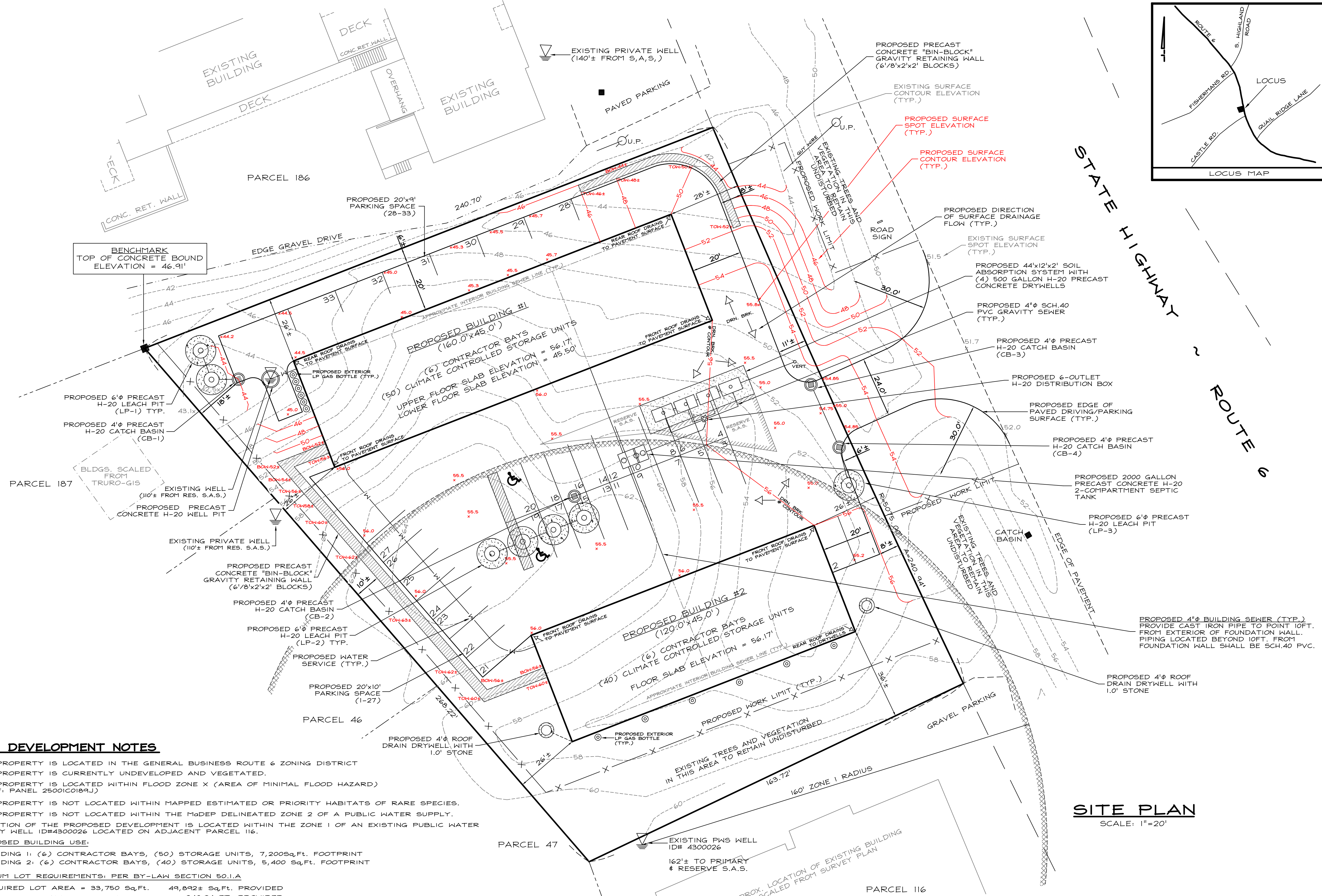
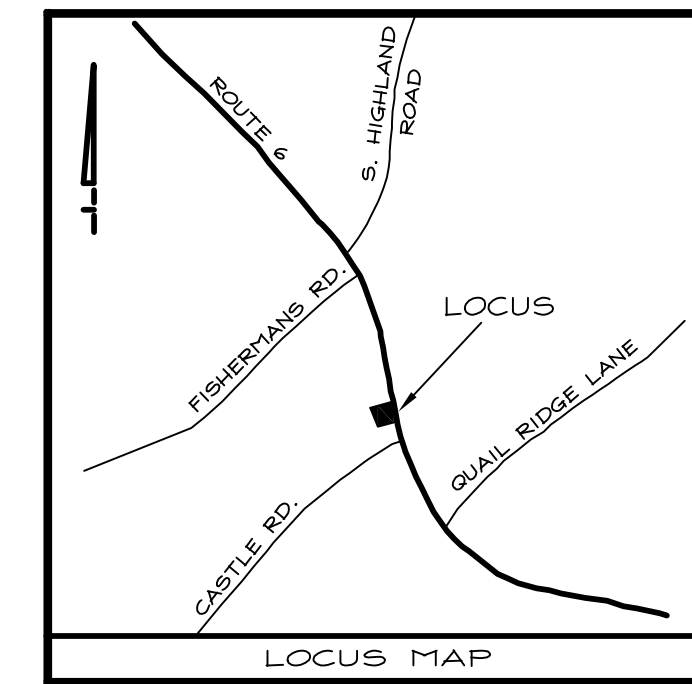
TRADESMAN PARK - SOUTH

APRIL 4, 2018 SCALE: AS NOTED

REFERENCE: ASSESSORS MAP 43 PARCEL 57

GENERAL NOTES

- DATUM TAKEN FROM TRURO ASSESSORS MAP TOPOGRAPHY.
- REFER TO ARCHITECTURAL PLANS PREPARED FOR DJS 298 RT. 6 FOR FLOOR LAYOUT, DIMENSIONS AND ELEVATIONS OF PROPOSED BUILDINGS.
- ON-SITE UTILITY LINES INCLUDING ELECTRIC, COMMUNICATIONS, CABLE GAS AND WATER SHALL BE INSTALLED UNDERGROUND. EXISTING UTILITY LINES LOCATED OUTSIDE PROPERTY BOUNDARY HAVE NOT BEEN SHOWN.
- SUBSURFACE STORMWATER DRAINAGE SYSTEMS SHOWN HAVE BEEN DESIGNED FOR A 50 YEAR STORM EVENT.
- SUBSURFACE SEWAGE DISPOSAL SYSTEMS SHOWN HAVE BEEN DESIGNED IN ACCORDANCE WITH 310 CMR 15.000.
- NO KNOWN SEWAGE DISPOSAL SYSTEMS WITHIN 100' OF EXISTING WELL.
- NO KNOWN WELLS WITHIN 100' OF PROPOSED SOIL ABSORPTION SYSTEM.
- BUILDING LIGHTING HAS NOT BEEN SHOWN ON THIS PLAN. LOCATION AND STYLE OF LIGHTING TO BE SHOWN ON ARCHITECTURAL DRAWINGS.



SITE PLAN
SCALE: 1"=20'

SITE DEVELOPMENT NOTES

THIS PROPERTY IS LOCATED IN THE GENERAL BUSINESS ROUTE 6 ZONING DISTRICT
 THIS PROPERTY IS CURRENTLY UNDEVELOPED AND VEGETATED.
 THIS PROPERTY IS LOCATED WITHIN FLOOD ZONE X (AREA OF MINIMAL FLOOD HAZARD)
 (REF: PANEL 250010189J)
 THIS PROPERTY IS NOT LOCATED WITHIN MAPPED ESTIMATED OR PRIORITY HABITATS OF RARE SPECIES.
 THIS PROPERTY IS NOT LOCATED WITHIN THE MADEP DELINEATED ZONE 2 OF A PUBLIC WATER SUPPLY.
 A PORTION OF THE PROPOSED DEVELOPMENT IS LOCATED WITHIN THE ZONE 1 OF AN EXISTING PUBLIC WATER SUPPLY WELL ID#4300026 LOCATED ON ADJACENT PARCEL 116.

PROPOSED BUILDING USE:

BUILDING 1: (6) CONTRACTOR BAYS, (50) STORAGE UNITS, 7,200sq.Ft. FOOTPRINT
 BUILDING 2: (6) CONTRACTOR BAYS, (40) STORAGE UNITS, 5,400 sq.Ft. FOOTPRINT

MINIMUM LOT REQUIREMENTS: PER BY-LAW SECTION 50.1.A

REQUIRED LOT AREA = 33,750 sq.Ft. 49,892± sq.Ft. PROVIDED
 REQUIRED FRONTAGE = 150 FT. 240.94 FT. PROVIDED

MINIMUM REQUIRED YARD SETBACKS: PER BY-LAW SECTION 50.1.A

REQUIRED	PROPOSED
FRONT YARD: 25FT. MINIMUM	FRONT YARD: 28FT.(BUILDING 1), 26FT.(BUILDING 2)
SIDE YARD: 25FT. MINIMUM	SIDE YARD: 26FT.(BUILDING 1), 38FT. (BUILDING 2)
REAR YARD: 25FT. MINIMUM	REAR YARD: 26FT.(BUILDING 1), 26FT.(BUILDING 2)

MAXIMUM BUILDING HEIGHT: PER BY-LAW SECTION 50.1.A

MAXIMUM BUILDING HEIGHT = 30 FT. ABOVE AVERAGE GRADE
 PROPOSED BUILDING HEIGHT = (REFER TO ARCHITECTURAL ELEVATIONS)

PARKING REQUIREMENTS: PER BY-LAW 30.9.C

REQUIRED PARKING SPACES	PROPOSED
COMMERCIAL: TRADE (1) SPACE PER EMPLOYEE x 24 EMPLOYEES = 24 SPACES (2-EMPLOYEES PER CONTRACTOR BAY)	
INDUSTRIAL: SELF-STORAGE FACILITY (1) SPACE PER 10 UNITS x 90 UNITS = 9 SPACES	
TOTAL SPACES REQUIRED: 33 SPACES	TOTAL SPACES PROVIDED: 33 SPACES

GENERAL SITE COVERAGES:

TOTAL LOT AREA:	49,892± sq.Ft.
BUILDING COVERAGE:	25.3% 12,600± sq.Ft.
PAVEMENT/PARKING:	43.9% 21,915± sq.Ft.
OPEN SPACE:	30.8% 15,377± sq.Ft.

WAIVERS REQUESTED TO TOWN OF TRURO ZONING BY-LAW

- SECTION 30.9.F.2:**
 NO PARKING AREA SHALL BE LOCATED WITHIN TEN (10) FEET OF A STREET LINE AND TEN (10) FEET FROM A SIDE OR REAR PROPERTY LINE.
 1. PAVED PARKING/DRIVING SURFACE AS PROPOSED WILL BE 6'± FROM STREET PROPERTY LINE AT THE CLOSEST POINT
 2. PAVED PARKING/DRIVING SURFACE AS PROPOSED WILL BE 6'± FROM NORTH PROPERTY LINE AT THE CLOSEST POINT
- SECTION 70.3.D.3.b.4**
 GENERAL LOCATION OF TREES HAVING A CALIPER OF TEN (10) INCHES OR MORE DIAMETER AT BREAST HEIGHT (DBH).
 1. EXISTING TREES HAVING A CALIPER OF TEN (10) INCHES OR MORE DIAMETER AT BREAST HEIGHT (DBH) HAVE NOT BEEN LOCATED AND SHOWN ON THE PLAN
- SECTION 70.3.D.3.e.11**
 REFUSE AREAS:
 1. EXTERIOR ENCLOSED REFUSE/RECYCLING AREAS HAVE NOT BEEN SHOWN ON SITE PLAN. TENANTS INDIVIDUALLY RESPONSIBLE FOR REFUSE STORAGE AND REMOVAL.
- SECTION 70.3.D.3.c.12**
 LIGHTING FACILITIES:
 1. EXTERIOR BUILDING LIGHTING LOCATIONS NOT SHOWN ON PLAN. LOCATIONS, TYPE, AND ORIENTATION TO BE SHOWN ON ARCHITECTURAL BUILDING DRAWINGS.

APPROVED BY THE TOWN OF TRURO PLANNING BOARD

DATE: _____

FOR PERMITTING ONLY

East Cape Engineering, Inc.
 CIVIL ENGINEERS
 LAND SURVEYORS
 # 44 Route 28, Orleans, Mass.
 (508) 255-7120

PROFESSIONAL ENGINEER DATE

Truro Vineyards
11 Shore Road PO Box 834 North Truro, MA 02652
Tel 508-487-6200 Fax 508-487-1688
trurovineyards@gmail.com
www.trurovineyardsofcapecod.com

RUR
VINEYARDS

Cape Cod Commission
Regulatory Department
3225 Main Street
P.O. Box 226
Barnstable, MA 02630

To Whom It May Concern,

I am writing in support of a development of another Tradesman's Park in Truro. We at Truro Vineyards have been renting units since 2012. We started with one unit and currently occupy three. We could use another but they are all full. Having the opportunity to have ancillary storage has allowed us to increase our buying power and lower our overhead costs considerably. As an example, we use 40,000 wine glasses annually and used to have to order them 5,000 at a time, increasing our cost for shipping by over \$1 per glass. Now we are able to receive them all at once, saving time and money.

In the eleven years since my family has owned Truro Vineyards, we have gone from having 6 seasonal and 1 fulltime employee to having 25 seasonal and 9 full time. This growth would be unable to occur without innovative ideas like Trademan's Park. It allows businesses to grow in a town where land is at a premium and may not allow for growth in the traditional way.

I hope you consider their proposal and please do not hesitate to contact me with any questions.

Thank you,



Kristen Roberts

Owner-Truro Vineyards and South Hollow Spirits



May 3, 2018

Cape Cod Commission
Regulatory Department
3225 Main Street
P.O. Box 226
Barnstable, MA 02630

To Whom It May Concern:

My name is Christine McCarthy and I have been the Executive Director of the Provincetown Art Association and Museum for the past 17 years. I write in favor of the proposal to develop the land at 298 Rte. 6 in Truro into "Tradesmen Park South". The Truro Tradesmen Park at 352 Rte. 6 has been up and running a little over ten years, and has provided an invaluable service for my business. Without the storage facilities, PAAM would not have been able to accept three major art collections. The rent is affordable and Erin and Danny have always been available in any instance. They keep the property well maintained and I have never had a worry that the contents of my units are in jeopardy.

We constantly have artists ask us where they should store art and supplies – up until Tradesmen Park, we had to keep parts of our collection in Mashpee, and others I know were traveling all the way to New Bedford.

I wholly support this expansion; if you have any questions or need more information, please do not hesitate to contact me at cmccarthy@paam.org.

With best regards,

Christine McCarthy
Executive Director

From: Yarborough, Bert byarborough@colby-sawyer.edu
Subject: Letter to CCC
Date: May 9, 2018 at 3:33:30 PM
To: [REDACTED]

Dear Members of the Cape Cod Commission:

I am writing in support of the proposed construction of Tradesmen Park South in Truro, MA.

I came to Provincetown in 1976 as a Fellow at the Fine Arts Work Center, a seven month, (October – May) residency community for artists and writers. One of the principal missions of the Work Center is to attract artists and writers to live, work and take root in the community. I stayed for eight years, employed by the Work Center, until job opportunities and the lack of affordable housing and studio space, took me elsewhere.

I have recently retired from academic life and am currently in the process of moving to Truro from White River Junction, VT. I will be unable to make this transition without adequate studio space to continue my practice as a working professional artist. I currently inhabit approximately 900 square feet of studio space in Vermont and the space provided by Tradesmen Park South will offer me the ideal environment to continue my work.

The fact that I have been on a waiting list for the past year, for a unit to become available at the current location, is testament to the success of this type of facility and the need for additional space for artists and small businesses on the Lower Cape.

I sincerely hope that you will look favorably on this development and support its implementation.

Sincerely,
Bert Yarborough

Bert Yarborough
Professor Emeritus

Department of Fine and Performing Arts

Colby-Sawyer College

www.colby-sawyer.edu

From: Gerald J. Costa, Jr. [REDACTED]
Subject: Letter of Recommendation
Date: May 3, 2018 at 7:32 PM
To: [REDACTED]



To Whom it may concern:

My name is Gerald Costa and I rent a bay at Truro Tradesman's Park. I am a year-round electrician and I provide a service to the Truro community as well as surrounding nearby towns. Having this bay has been a Godsend and I am so very appreciative that this facility is available. It has come to my attention that another location is under consideration. I would strongly give my support to having a second facility available to rent as the existing facility is full all the time. It is a definite benefit in my opinion for the Town as the businesses that rent these units provide employment to Truro year round residents and provide services to Truro home and business owners. Please consider allowing the construction of this second location.

Very Truly Yours,

Gerald J. Costa, Jr.

Date: 4/30/18

To who it may concern:

I would like to express the importance of Tradesman Park in N. Truro, MA. As a Provincetown native and a Truro resident, I am one of the fortunate tradesmen that rents a unit. My son and I operate a commercial lobster fishing business out of the park. The importance of being able to have a garage to work out of is critically important to our operation. We employ 4 year round residents of Truro that rely on Tradesmen Park. The diversity of the current businesses that operate out of the park are unique and are all hard working local people that run businesses that the community absolutely needs. With the real-estate prices in Truro being one of the highest on Cape Cod, commercial land is non existent and having access to affordable commercial property and storage is key to sustaining local families and local businesses. Truro is desperately in need of affordable commercial property that can be utilized by the local business community.

Sincerely,

Shawn Costa

From: Ian Millar [REDACTED]
Subject: New industrial park addition
Date: May 1, 2018 at 2:45:50 PM
To: [REDACTED]

To Daniel Silva,
To whom it may concern,

I Ian Millar owner of Ians Plumbing Service located right here in Truro feel it is of great value to Truro and surrounding towns to have additional storage for contractors and people with the need for large commercial bays. By providing dry secure space for equipment and materials we can provide good quality service for businesses and homeowner relying on us daily.

Tradesmans Park has helped my business flourish not only by providing a good safe work environment but an environment that that allows room for businesses to grow.. Since being a tenant of the park i have been able to provide work for several individuals that are very happy and producing a financially secure life.

I believe that an additional facility would not only help Truro as a town but would be providing a service to Provincetown that does not exist now nor will in the future.

Respectfully Submitted,
J. Ian Millar
5 Sylvan Lane
Truro, Ma 02666



P.O. Box 1081 | 346 Route 6 | Truro, MA 02666

Cape Cod Commission
Regulatory Department
3225 Main Street
PO Box 226
Barnstable MA 02630

May 17, 2018

I am writing this letter of support for Dan and Erin Silva and their proposed business venture in Truro. I have worked with Dan and Erin on several projects related to Dan J Silva Construction, the Truro Tradesmen Park and several non-profit organizations. In every instance I find them to have the greatest of integrity and work a high level of excellence.

Truro Tradesmen Park is a neighbor to my office, which is in the back of the Seamen's Bank loan center. The park is well run and they are great neighbors. Further I rented a unit from the park for 4 years while operating Cape Cod Gourmet. Dan was an excellent landlord, always available and eager to be of assistance.

There is a great need for storage on the lower cape and more importantly storage facilities that are well run. Dan and Erin have a proven track record as responsible business owners and incredible community members.

I hope that you will support their request.

Sincerely

A handwritten signature in black ink, appearing to read "SR", followed by a long horizontal line extending to the right.

Steven Roderick

www.roderickspayroll.com

Provincetown | Truro | Marstons Mills

Phone 508-487-1733 | Fax 508-487-0780 | info@roderickspayroll.com



June 6, 2018

To Whom It May Concern:

I'm the owner of Colley Irrigation & Yardworks. I have been for several years part of the community of hard working small businesses owners of the Truro Tradesmen Park.

The bulk of my business is centered in Provincetown and Truro, therefore having the accessibility to my equipment is critical. The affordability of the storage rentals has made a great impact on my businesses success, as available commercial property is way out of reach for myself and other small business owners.

Having the Tradesman Park in Truro has been a tremendous asset to the community of business owners here in Truro and its surrounding Lower Cape neighbors.

The park has created an atmosphere of cleanliness, positive interactions with vendors and management, affordable storage and employment opportunities, all of which benefit the Town of Truro.

The Silva's have been wonderful and caring to work with. They are rooted in the town and have proven to be successful in their projects. I hope the Town will look upon favor on the proposed Tradesman Park South.

Best,
Jared Colley

Noah Santos
5 Andrew Way
Truro, MA 02655

Flyer's Boat Rental Inc.
131A Commercial Street
Provincetown, MA 02657

TowBoat U.S. Provincetown
1 Good Templar Place
Provincetown, MA 02657

Dear Truro Board of Selectmen,

I am writing in support of the development of Tradesmen Park South at 352 Route 6. I have had a great experience as a long-term renter at Truro Tradesmen Park. I am grateful for the availability of affordable, clean storage space that they provide our community with. My interactions with employees and management have always been positive, and I think they set a good example of what a local business should look like. As the operator of multiple local businesses (Flyer's Boat Rental and TowBoat U.S. Provincetown/Chatham/Bass River), I anticipate a possible need for additional storage space in the future as they grow and develop, and I imagine there are several other local businesses in the same position. I believe a second Tradesmen Park would be nothing but beneficial to myself as well as the community, so I encourage you to approve of their plans to expand.

Best,

A handwritten signature in black ink, appearing to read 'Noah Santos', with a long horizontal line extending to the right.

Noah Santos



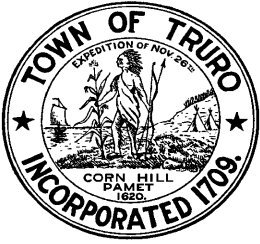
TOWN OF TRURO

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. Entertainment License for Sustainable Cape-Truro Ag Fair, September 2, 2018
- B. Review and Approve Reappointments to: Conservation Commission-Deborah McCutcheon; Bruce Boleyn Board of Assessors, Gary Palmer Truro Representative to the Provincetown Water and Sewer Board
- C. Review and Approve Reappointment of Rae Ann Palmer, Town Manager as Truro's Delegate to the Cape Cod Municipal Health Group and Truro's Representative to the Cape Cod Regional Transit Authority
- D. Review and Approve Reappointments of Gary Sharpless, Mark Wisotzky, and John Bloom as Deputy Shellfish Constables
- E. Review and Approve Board of Selectmen Minutes: June 12, 2018
- F. Review, Approve, and Hold or Release Board of Selectmen Executive Session Minutes: June 5, 2018.



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant, on behalf of Francie Randolph of Sustainable Cape

REQUESTED MEETING DATE: June 26, 2018

ITEM: Application for Sunday Entertainment License

EXPLANATION: Sustainable Cape has submitted their application for an entertainment license (and the Commonwealth of Massachusetts application for public entertainment on Sunday) for the Truro Agricultural Fair being held on Sunday, September 2, 2018 from 7:00am-5:00pm.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The Truro Agricultural Fair will not have entertainment.

SUGGESTED ACTION: *MOTION TO approve the Entertainment License for Sustainable Cape and to authorize the Chair to sign The Commonwealth of Massachusetts license for public entertainment on Sunday.*

ATTACHMENTS:

1. Application for an Entertainment License, the Commonwealth of Massachusetts License for Public Entertainment on Sunday, 2018 Ag Fair Map, Certificate of Liability Insurance.



TOWN OF TRURO

Licensing Department

PO Box 2030, Truro, MA 02666

PH: 508-349-7004, Ext. 10 & 24 Fax: 508-349-5505

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

Official Use Only

Permit No. _____

Ag Fair

PAID
CHK 1903 #12.50
5/11/18

Application for an Entertainment License

Weekday

Sunday

The undersigned hereby applies for a license in accordance with the provisions of Mass. General Laws, c.140 §181

BUSINESS/ORGANIZATION INFORMATION

Francie Randolph
Name of Applicant

Sustainable CAPE
Business/Organization Name

PO Box 988 Truro, MA 02666
Mailing Address of Business/Organization

RCVD 2018MAY1 am11:22

ADMINISTRATIVE OFFICE

TOWN OF TRURO

Is this a Non-profit or For-profit Entity (Check the appropriate box)

Yes

No

If yes, proof of 501c3 **must** accompany this application

Francie Randolph
Contact Person

[Redacted]
Phone Number

info@sustainablecape.org
Email

INDIVIDUAL APPLICANT INFORMATION

P.F. RANDOLPH
Individual's Name

PO Box 988 Truro
Mailing Address

[Redacted]
Phone Number

info@sustainablecape.org
Email Address

EVENT INFORMATION

Sunday, September 2, 2018
Day (s)/Date (s) of Event for License to be issued

Truro Agricultural Fair
Purpose of Event (example: fundraiser)

Hours of Event (from - to) 7 AM - 5 PM

Snow's Park / Truro Green
Location (Must provide facility name, if any, street number and name)

Event is: Indoor Outdoor Event
(Please check applicable box)

Town of Truro
Property Owner Name and Address

Phone number

Seating Capacity: _____

Occupancy Number: _____

Name of Caterer (if applicable)

Approximate number of people attending 3000-5000

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 8-mixed instruments

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 _____

Date 4/25/18

- 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.
- 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

APPROVAL

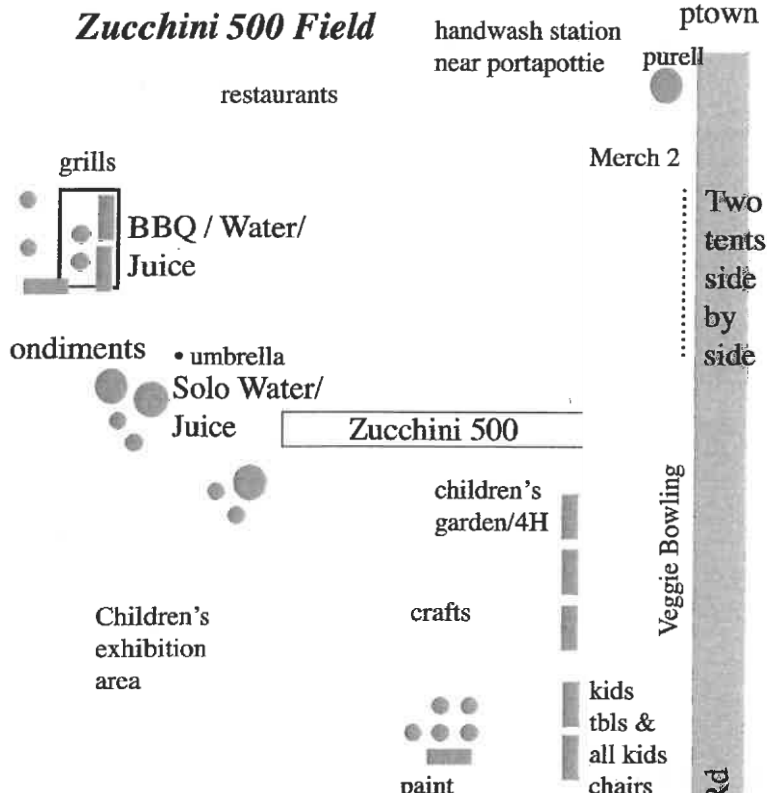
Permit No. _____

Board of Selectmen _____ Meeting Date _____

Police Department PD Date 5/4/18

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

Zucchini 500 Field



To Z500/Rest. Field:

- 10 6' tables
- 2 kids tpls & all kids chairs (library)
- 3 round tpls
- 16 chairs (library)
- 3 tents & 1 umbrella

To Main Field:

- 21 6' tables
- 1 round tbl
- 19 chairs
- 2 umbrellas
- 4 Tents

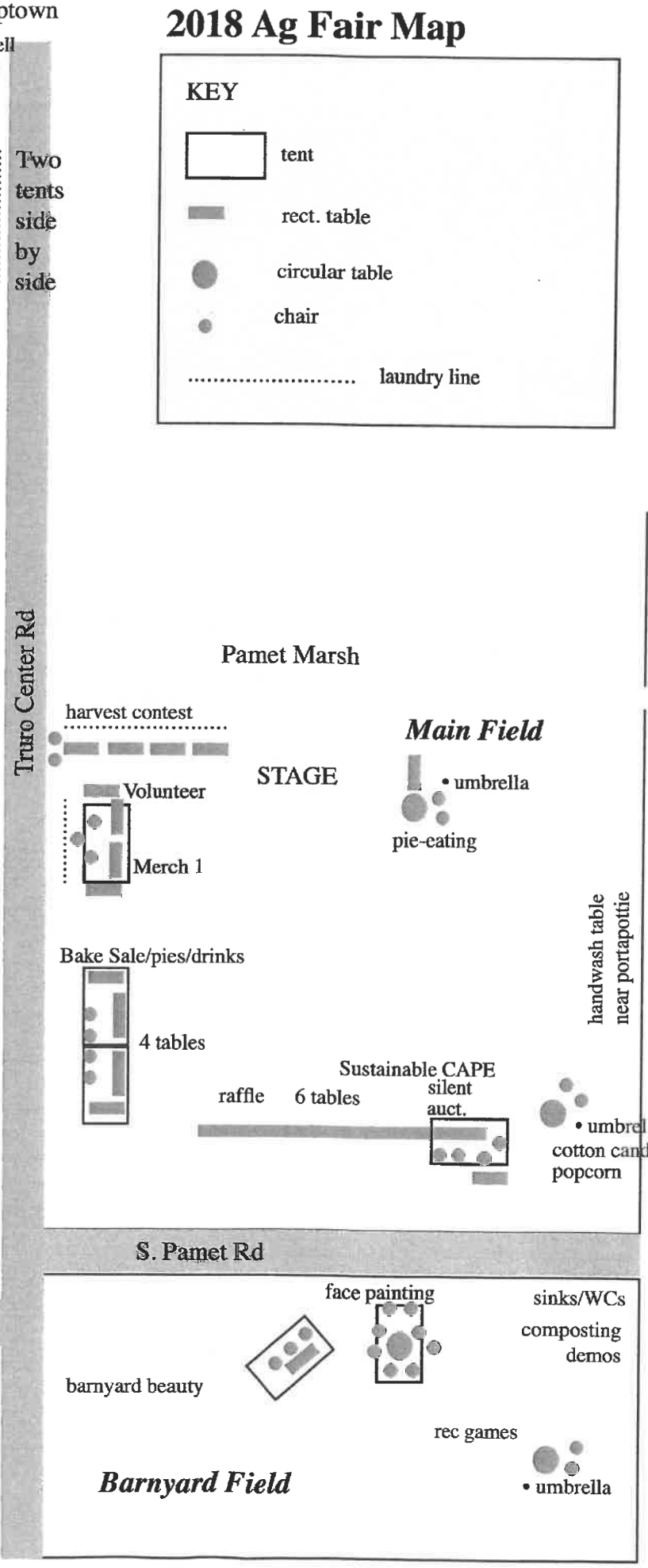
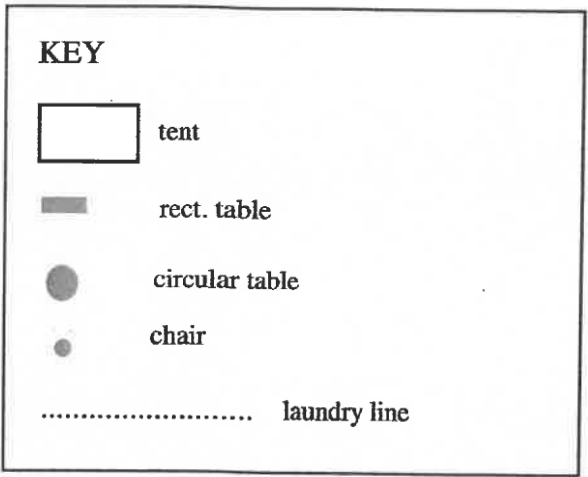
To Barnyard Field:

- 1 6' tables
- 2 round tables
- 13 chairs
- 1 umbrella
- 2 Tents

TOTAL

- 32 6' tables
- 2 kids tables & all chairs
- 6 round tables
- 48 chairs
- 4 umbrellas

2018 Ag Fair Map



Depot Rd

wellfleet

THE COMMONWEALTH OF MASSACHUSETTS

State Fee, \$ 5.00
 Municipal Fee, \$ 12.50

Town OF Truro



LICENSE

For
 PUBLIC ENTERTAINMENT ON SUNDAY

The Name of the Establishment is Sustainable CAPE in or on the property at No. Parnet Park/Veteran's Memorial Park + Snow's Field /Truro Green (address)

The Licensee or Authorized representative, Francie Randolph 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>9/2/18</u>	<u>7AM-5PM</u>	<u>Truro Agricultural Fair</u>

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

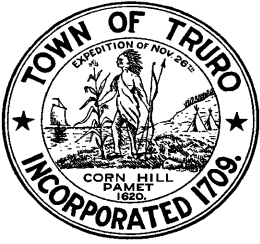
Fees per occurrence (Individual Sunday(s)): Regular Hours (Sunday 1:00pm – Midnight): \$2.00 Special Hours (Sunday 12:00 am- Midnight): \$5.00. Annual Fee (For Operating on every Sunday in calendar year): Regular Hours (Sunday 1:00pm – Midnight): \$50.00 Special Hours (Sunday 12:00 am- Midnight): \$100.00

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



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: June 26, 2018

ITEM: Application to Serve

EXPLANATION: Deborah McCutcheon, Chair of the Conservation Commission, has submitted her application to be re-appointed to the Conservation Commission for a three-year term. All forms/paperwork are up-to-date.

R. Bruce Boleyn, Chair of the Board of Assessors, has submitted his application to be re-appointed to the Board of Assessors for a three-year term. All forms/paperwork are up-to-date.

Gary Palmer, current member of the Provincetown Water and Sewer Board, has submitted his application to be re-appointed to the Provincetown Water and Sewer Board for a three-year term. All forms/paperwork are up-to-date.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Applicants will not be able to serve on the Commission or Committee they have applied to.

SUGGESTED ACTION: *MOTION TO appoint Deborah McCutcheon to the Conservation Commission for a three-year term, expiring on June 30, 2021.*

MOTION TO appoint R. Bruce Boleyn to the Board of Assessors for a three-year term, expiring on June 30, 2021.

MOTION TO appoint Gary Palmer to the Provincetown Water and Sewer Board as Truro's Representative for a three-year term, expiring on June 30, 2021.

ATTACHMENTS:

1. Application to Serve-Deborah McCutcheon
2. Application to Serve-R. Bruce Boleyn
3. Application to Serve-Gary Palmer



TOWN OF TRURO

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: Debrah L. McCutcheon HOME TELEPHONE: [REDACTED]

ADDRESS: 3 High View Lane WORK PHONE: retired

MAILING ADDRESS: Box 2002 Truro 02666 E-MAIL: [REDACTED]

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

Conservation Commission

SPECIAL QUALIFICATIONS OR INTEREST: have served on cons com for more than 12 years and have learned the statute and regulations and their interpretation; I am presently the longest serving member and have the best institutional memory

COMMENTS: I have worked well with other members and am prepared to work with all members to achieve ~~an~~ a consensus interpretation and application of our act and regulations.

SIGNATURE: Debrah L. McCutcheon DATE: 5/5/2018

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

SIGNATURE: _____ DATE: _____

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



TOWN OF TRURO
ADMINISTRATIVE OFFICE
RECD 2018 JUN 7 AM 8:13

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: R. BRUCE BOLEYN HOME TELEPHONE: [REDACTED]

ADDRESS: 13 FISHER ROAD WORK PHONE: [REDACTED]

MAILING ADDRESS: P.O. Box 1105 E-MAIL: [REDACTED]

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

BOARD OF ASSESSORS

SPECIAL QUALIFICATIONS OR INTEREST: CURRENT MEMBER OF THE BOARD OF

ASSESSORS - TENURE - 10+ YEARS

COMMENTS: _____

SIGNATURE: R. Bruce Boleyn DATE: 6/06/18

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

SIGNATURE: _____ DATE: _____

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



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: Gary Palmer HOME TELEPHONE: [REDACTED]

ADDRESS: 11 bayberry ln WORK PHONE: _____

MAILING ADDRESS: p o box 130 E-MAIL: [REDACTED]

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

Provincetown water board

SPECIAL QUALIFICATIONS OR INTEREST: _____

9 years truro board of health

RCVD 2018JUN12 PM2:40

ADMINISTRATIVE OFFICE

TOWN OF TRURO

COMMENTS: _____

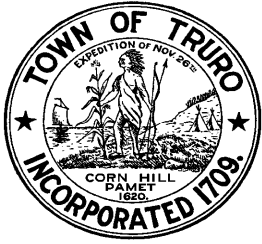
lead the negotiation with Ptown that put truro members on the water board

SIGNATURE: *Gary Palmer* DATE: 6/12/18

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

SIGNATURE: _____ DATE: _____

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



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Rae Ann Palmer, Town Manager

REQUESTED MEETING DATE: June 26, 2018

ITEM:

1. Request that Rae Ann Palmer, Town Manager, be reappointed as the Board's delegate to the Cape Cod Municipal Health Group which is the Cape's joint purchase group for health insurance and provider of Town employee health benefits.
2. Request that Rae Ann Palmer, Town Manager, be reappointed as the Board's delegate to the Cape Cod Regional Transit Authority (CCRTA).

EXPLANATION: The Town Manager is the Town's main representative to the health insurance group with Town Treasurer Cynthia Slade as the alternate. Both delegates will attend the meetings to represent the Town's interests.

As the Board of Selectman's delegate to the CCRTA, the Town Manager will attend meetings and represent the Town's interests.

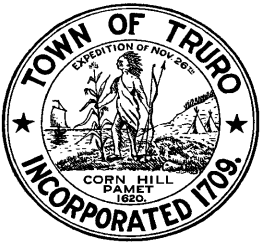
FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The Town Manager will not be authorized to act as the Board's delegate to the group.

SUGGESTED ACTION: *Motion to appoint Rae Ann Palmer, Town Manager, as the Board of Selectmen's delegate to the Cape Cod Municipal Health Group and to the Cape Cod Regional Transit Authority.*

ATTACHMENTS:

None



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Nicole Tudor, Executive Assistant, on behalf Tony Jackett, Harbor Master and Shellfish Constable

REQUESTED MEETING DATE: June 26, 2018

ITEM: Reappointment of Deputy Shellfish Constables

EXPLANATION: Harbor Master and Shellfish Constable Tony Jackett is seeking reappointment of Gary Sharpless, and Mark Wisotzky to serve as Deputy Shellfish Constables. Mark Wisotzky and Gary Sharpless were appointed to this position in February 2017 with an expiration date on June 30, 2018. The reappointment terms will be for three years per Mass General Law Chapter 130 Section 98. Harbor Master and Shellfish Constable Jackett would additionally like to appoint Assistant Harbor Master John Bloom to this appointment as well; he was appointed in August 2014 with an expiration date of August 2017. Appointing Mr. Sharpless, Mr. Wisotzky and Mr. Bloom will assist the Harbor Master, Tony Jackett in patrolling the flats while people shellfish.

FINANCIAL SOURCE (IF APPLICABLE): The Deputy Shellfish Constables will volunteer their services in the current fiscal year. The FY 19 Budget request includes funding to pay the Deputy Shellfish Constables.

IMPACT IF NOT APPROVED: The Harbor Master and Shellfish Constable will not have any assistance out on the flats. Education to shell fishers and people shell fishing without a permit will be missed.

SUGGESTED ACTION: *MOTION TO appoint Gary Sharpless, Mark Wisotzky and John Bloom, as Deputy Shellfish Constables for a three year term period effective June 30, 2018 and expiring on June 30, 2021.*

ATTACHMENTS:

1. 2017 Deputy Shellfish Appointments



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Office of the Board of Selectmen

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

BOARD OF SELECTMEN APPOINTMENT

DATE: February 14, 2017

Notice is hereby given that Mark Wisotzky, whose address is 21 Tom's Hill Road in Truro, MA 02666,

has been appointed to the position of Deputy Shellfish Warden,

effective on February 14, 2017 and expiring on June 30, 2018,

By virtue of the authority vested in the Board of Selectmen under M.G.L. Chapter 130 § 98.

Additional
Comments:



Paul Wisotzky, Chair



Jan Worthington, Vice-Chair



Maureen Burgess




Jay Coburn, Clerk



Robert Weinstein

Date: FEBRUARY 21, 2017

Recorded: FEBRUARY 21, 2017

Attest: 
Cynthia A. Slade, Town Clerk



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Office of the Board of Selectmen

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

BOARD OF SELECTMEN APPOINTMENT

DATE: February 14, 2017

Notice is hereby given that Gary Sharpless, whose address is
2 Bayview Path in North Truro, MA 02652,

has been appointed to the position of Deputy Shellfish Warden,

effective on February 14, 2017 and expiring on June 30, 2018,

By virtue of the authority vested in the Board of Selectmen under M.G.L. Chapter 130 § 98.

Additional
Comments: _____



Paul Wisotzky, Chair



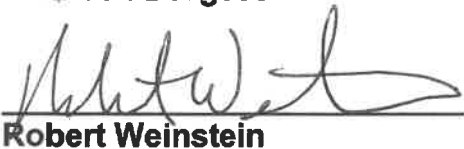
Jan Worthington, Vice-Chair



Maureen Burgess




Jay Coburn, Clerk



Robert Weinstein

Date: MARCH 6, 2017

Recorded: MARCH 6, 2017

Attest: 

Cynthia A. Slade, Town Clerk



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Selectmen's Office

Tel: 508-349-7004 , Extension: 10 or 24 Fax: 508-349-5505

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

BOARD OF SELECTMEN APPOINTMENT

DATE: August 12, 2014

Notice is hereby given that John Bloom, whose address is

P.O. Box 392 in North Truro, MA 02652,

has been appointed to the position of Deputy Shellfish Warden,

effective on August 12, 2014 and expiring on August 12, 2017.

By virtue of the authority vested in the Board of Selectmen under M.G.L. Chapter 130 § 98.

Additional Comments: _____



Vice Chair-Paul Wisotzky



Robert Weinstein



Chair-Jay Coburn



Clerk-Jan Worthington



Maureen Burgess

Date: AUGUST 25, 2014

Recorded: AUGUST 25, 2014

Attest: 

Town Clerk

DRAFT

**Truro Board of Selectmen Meeting
Tuesday, June 12, 2018
Selectmen's Chambers, Truro Town Hall**

Selectmen Present: Chair Robert Weinstein; Maureen Burgess, Kristen Reed, Paul Wisotzky, Janet Worthington

Present: Town Manager Rae Ann Palmer; Assistant Town Manager Kelly Clark

Chair Robert Weinstein opened the meeting at 5:00 p.m.

SELECTEN ACTION

Truro Senior Needs Survey

Dr. Barry Bluestone of Northeastern University presented the Truro Senior Needs Survey that he and James Huessy had conducted with the support of the Council on Aging. They studied what keeps people 55 and older here, what worries them, and how the Town can help them. Four hundred fifty-four people had responded. The survey included reasons for living here and reasons for leaving Truro. Improvements Truro seniors suggested were: access to quality health care; more 1-bedroom and 2-bedroom homes; low-rise multi-unit “garden style” apartments; and smaller multi-unit apartment buildings with common shared space. Recommendations to help people stay included better transportation options, a lower tax rate for seniors on limited income, more housing options for downsizing or shared residences, and an expansion of social services.

Maureen Burgess recognized the original Ad Hoc Committee that had initiated the survey that Dr. Bluestone had completed. Other members of the Board of Selectmen commented on and questioned: medical care needs, zoning bylaws, those qualified for Affordable housing according to the area median income, smaller sized housing, zoning allowances that help people age in place, ideas for the planned Cloverleaf housing, and Region D transportation accommodations for seniors.

Audience members offered their observations. Kevin Grunwald, Vice-chair of the Truro Affordable Housing Authority praised the survey and said it offers educational opportunities. He said he was baffled about those who would leave because of taxes. Susan Howe, Chair of the Commission on Disabilities, commented on the need for access design for people with mobility impairments. Dan Smith advocated neighborhood helpfulness, especially for elders.

Chair Robert Weinstein thanked Dr. Bluestone and the original committee for their work on Senior Needs Survey, which is posted in its entirety on the Town website.

Selectmen Goals & Objectives

Town Manager Rae Ann Palmer asked committee chairs and the new Chief of Police James Calise to offer their suggestions for goals and objectives. Chuck Steinman, Vice-chair of the Historical Commission, distributed and reviewed two suggestions: a demolition delay sequence earlier in the process for historic structures and support for limits on house size. Bob Panessiti,

Chair of the Finance Committee and of the Charter Review Committee, commented on the Budget process with the televised Task Force meetings and improvements implemented by Charter changes. He was interested in developing policies that encourage more affordable housing. He is open to discussion of each fiscal year's budget and welcomes advance questions. Rae Ann Palmer said there will be community forum in October for early Budget awareness. Kristen Reed suggested creating more graphics that help the public understand budget. Richard Wood, Vice-chair of the Finance Committee, advocated for a balancing act, not just a bottom line vote at Town Meeting. Barry Bluestone said charts explaining the revenue side and the expense side of budgeting are very helpful. Paul Wisotzky said there will be a separate budget meeting this Fiscal Year instead of holding it as a part of Pre-Town Meeting.

Kevin Grunwald, Vice-chair of the Housing Authority, highlighted rental options at all levels of area median income. He commented on the availability and cost of land, noting that the Selectmen goals for this and for the Cloverleaf property support the Housing Authority goals.

Dan Smith, Vice-chair of the Shellfish Advisory Committee, said making East Harbor a shellfish resource is a possibility, but BMF requires a sampling process which he recommends as a goal. The Pamet Harbor shellfish area could be improved through the addition of soft shelled clams, he said. The Truro aquaculture development area with five full-time growers is another venture that the Shellfish Advisory Committee supports. Chair Weinstein and Rae Ann Palmer gave further information on work on the headwall and culvert to East Harbor. Rae Ann Palmer said the Eagle Creek project would also influence the health of Pamet Harbor.

Kevin Kuechler of the Water Oversight Committee said his biggest concern is contamination of ground water. He discussed the inadequacies of cesspools. His committee has made a study of the percentage and locations of cesspools in Truro. He said there are loans available for septic upgrades. Susan Howe, Chair of the Commission on Disabilities, commented on recreational offerings in Town. She recommended making Puma Park accessible for all abilities and all ages.

Chris Lucy commented on Goal CS8 about the town centers. He said there had been an earlier committee that had looked at North Truro. He said that road work by the state is needed. CS9 was something that Planning Board had considered, he said. He said he agreed with it, in part, but not amnesty. For CS13 and CE3G, Mr. Lucy recommended constant effort on boards and the Local Comprehensive Plan Committee and on the Cloverleaf Property. He suggested creating a Selectmen's Policy on guns in the workplace. He also suggested reviewing the make-up of the boards along with numbers and charge. Chair Weinstein commented on Route 6 and DOT budgeting through the MPO in 5-year increments. He said Truro is on track with road improvements.

New Police Chief James Calise introduced himself and discussed some of the goals. Maureen Burgess had requested more work on noise bylaws. He will be working on the Emergency

Management Team, Rae Ann Palmer said. Chair Weinstein asked Chief Calise about a Public Safety goal for guns in the workplace.

The Board decided to take into consideration some of the new suggestions and incorporate them into the draft *Goals & Objectives* for the public hearing.

Non-Profit Alcohol and Licensing Fees

Rae Ann Palmer said the Town revisited the fees for non-profit organizations to distinguish between those events that offered wine free of charge and those that sold alcohol at an event. Paul Wisotzky considered charging the first license for non-profits at a 50% discount and subsequent licenses at a 75% discount. Maureen Burgess and Robert Weinstein expressed their support for this idea.

Paul Wisotzky moved to set the seasonal licenses for non-profits offering alcohol for free at a rate with a 50% discount in the instance of the first event and a 75% discount for each subsequent event for one-day all alcohol, one-day wine and malt, one-day wine only and the one-day entertainment licenses. Maureen Burgess seconded, and the motion carried 5-0.

Public Comment Policy

Assistant Town Manager Kelly Clark introduced the Selectmen's Public Comment Policy. She said Selectperson Worthington had suggested the policy, which Town Council had reviewed. Ms. Worthington asked about having a process of who is allowed to request the public comment period at a meeting and how a request is made. Janet Worthington wanted the policy to address situations when the public expressed interest in being included in discussion, particularly in Rae Ann Palmer suggested including a public question and answer period in the process of hiring candidates. Janet Worthington suggested tabling the policy. Paul Wisotzky said that work sessions, which do not accept public comment, should also be noted in the policy.

Paul Wisotzky moved to table Select Board Policy #63 Selectmen's Public Comment Policy. Maureen Burgess seconded, and the motion carried 5-0.

Intermunicipal Agreement with Wellfleet on Herring River Restoration Project

Town Manager Rae Ann Palmer explained the intermunicipal agreement with Wellfleet, which removes Truro from being a project partner, although Truro supports the environmental benefits of the project which is taking place in Wellfleet. Truro is an abutter, but not a project owner. Town Counsel and Ms. Palmer agreed this would remove liability from the Town of Truro. The agreement is being presented to the Wellfleet Select Board. Both Towns will work with the National Seashore to amend the Herring River Executive Council. Chair Weinstein said that the project has been redefined since the original plan. He had sought language change because of this and because he did not want Truro to be encumbered with finances and liability for the project. The MOU III will be revisited, he said.

Paul Wisotzky moved to approve the Intermunicipal Herring River Restoration Project Agreement with the Town of Wellfleet. Maureen Burgess seconded, and the motion carried 5-0.

CONSENT AGENDA

- A. Review/Approve and Authorize Signature:
 - 1. Curb Cut Application for Jeffrey Katz, 32 Castle Road
 - 2. Curb Cut Application for Chris Costa, 14 North Pamet Road
 - 3. Event Notification form for Harbor to the Bay Bike Ride
- B. Review and Approve Entertainment Licenses and One Day Alcohol Licenses for Truro Historical Society
- C. Review and Approve Appointment of Meg Royka to the Charter Review Committee
- D. Review and sign letter supporting House Bill #3927 Regarding Pesticides
- E. Review and Approve Selectmen Minutes: May 9, 2018, May 22, 2018 and June 5, 2018 (Work Session)

Janet Worthington amended the minutes for May 22, 2018 to include comments she had made. Maureen Burgess discussed the letter which she had submitted in support of House Bill #3927. Paul Wisotzky moved to approve the amended Consent Agenda. Janet Worthington seconded, and the motion carried 5-0.

SELECTMEN REPORTS AND TOWN MANAGER'S REPORT

Kristen Reed said she had attended an Eastham CPC plan update led by J. M. Bolton Company, impressive because of the level of public engagement in the interactive presentation. She said she had obtained valuable information at a meeting for newly elected Select Board members at a meeting of the MSA. She learned at a meeting of the COA board that the new van was in use, and she said that the Recycling Committee was initiating a collaborative effort with Wellfleet on food waste and composting.

Maureen Burgess reported that she had kept Selectmen's Hours at Savory and at the Farmer's Market, and she had attended a Historical Commission meeting.

Paul Wisotzky reported progress by the Local Comprehensive Plan Committee. He had kept Selectmen's Hours at Savory, and he announced a program called Truro Connection, which he and Kristen Reed will be participating in along with members from several different town organizations. He offered thanks for the improved audio-visual equipment in the Selectmen's Chambers

Robert Weinstein said he had been questioned about deteriorating infrastructure within the National Seashore. He asked that Maureen Burgess, as representative to the Seashore Advisory Committee, to inquire about this.

During her Selectmen's Hours, Janet Worthington had received inquiries about contact information for Sally's Way housing and Affordable Dwelling Units (ADUs). She

recommended including both on the Town website. She said she had also received complaints about Ballston Beach and about bike events, specifically Ragnar. Rae Ann Palmer discussed keeping bike events on Route 6 and saying no to Ragnar next year. Ms. Worthington also brought up an issue of the restrictive deed covenants at Great Hollow Beach, which could prevent the proposed beach extension from happening. Rae Ann Palmer said Town Counsel has been studying this, and the Conservation Trust is working on a resolution. Another complication, however, entails the Trust's help in maintaining Kill Devil Rd.

Town Manager Rae Ann Palmer mentioned the new COA van, reported that the RFP for the Cloverleaf property was being reviewed by Town Counsel, and said that the Town will be checking on properties eligible for the Residential Tax Exemption in anticipation of the next tax classification hearing.

NEXT MEETING

Rae Ann Palmer reviewed agenda items for the June 26, 2018 meeting. There will be an executive Session at 4:30 p.m. followed by the public hearing for the Goals & Objectives at 5 p.m.

ADJOURNMENT

Paul Wisotzky moved to adjourn. Maureen Burgess seconded, and the motion carried 5-0. The meeting was adjourned at 7:48 p.m.

Respectfully submitted,

Mary Rogers, Secretary

Robert Weinstein, Chair

Maureen Burgess, Vice-chair

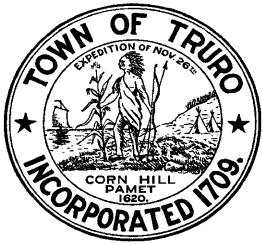
Kristen Reed

Paul Wisotzky

Janet Worthington, Clerk

Public Records Material for the Meeting of 6/12/18

1. Senior Needs Survey
2. Selectmen's draft Goals & Objectives
3. Intermunicipal Agreement with Wellfleet on Herring Rivers Restoration Projects
4. Curb Cut Application for Jeffrey Katz, 32 Castle Road
5. Curb Cut Application for Chris Costa, 14 North Pamet Road
6. Event Notification form for Harbor to the Bay Bike Ride
7. Application for Entertainment Licenses and One Day Alcohol Licenses for Truro Historical Society
8. Appointment papers of Meg Royka to the Charter Review Committee
9. Letter supporting House Bill #3927 Regarding Pesticides



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Rae Ann Palmer, Town Manager

REQUESTED MEETING DATE: June 26, 2018

ITEM: Review and Hold or Release Executive Session Minutes

EXPLANATION: There is a drop box folder labeled Executive Session Minutes with the meeting minutes for your review, approval and determination to release or hold. The June 5th, 2018 minutes meet the Public Records Law criteria to release.

IMPACT IF NOT APPROVED: The Public Records Law will not be followed.

SUGGESTED ACTION: *Motion to approve and release the Executive Session Minutes.*

ATTACHMENTS:

1. Executive Session Minutes in Dropbox